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

Date:	**Tuesday, 28 May 2024**
Time:	**1:00 AM**
Location:	**Narrabri Shire Council Chambers 46-48 Maitland Street Narrabri**

AGENDA

Ordinary Council Meeting

28 May 2024

Rob Williams
GENERAL MANAGER

NARRABRI SHIRE
DISCOVER THE POTENTIAL

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 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)

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

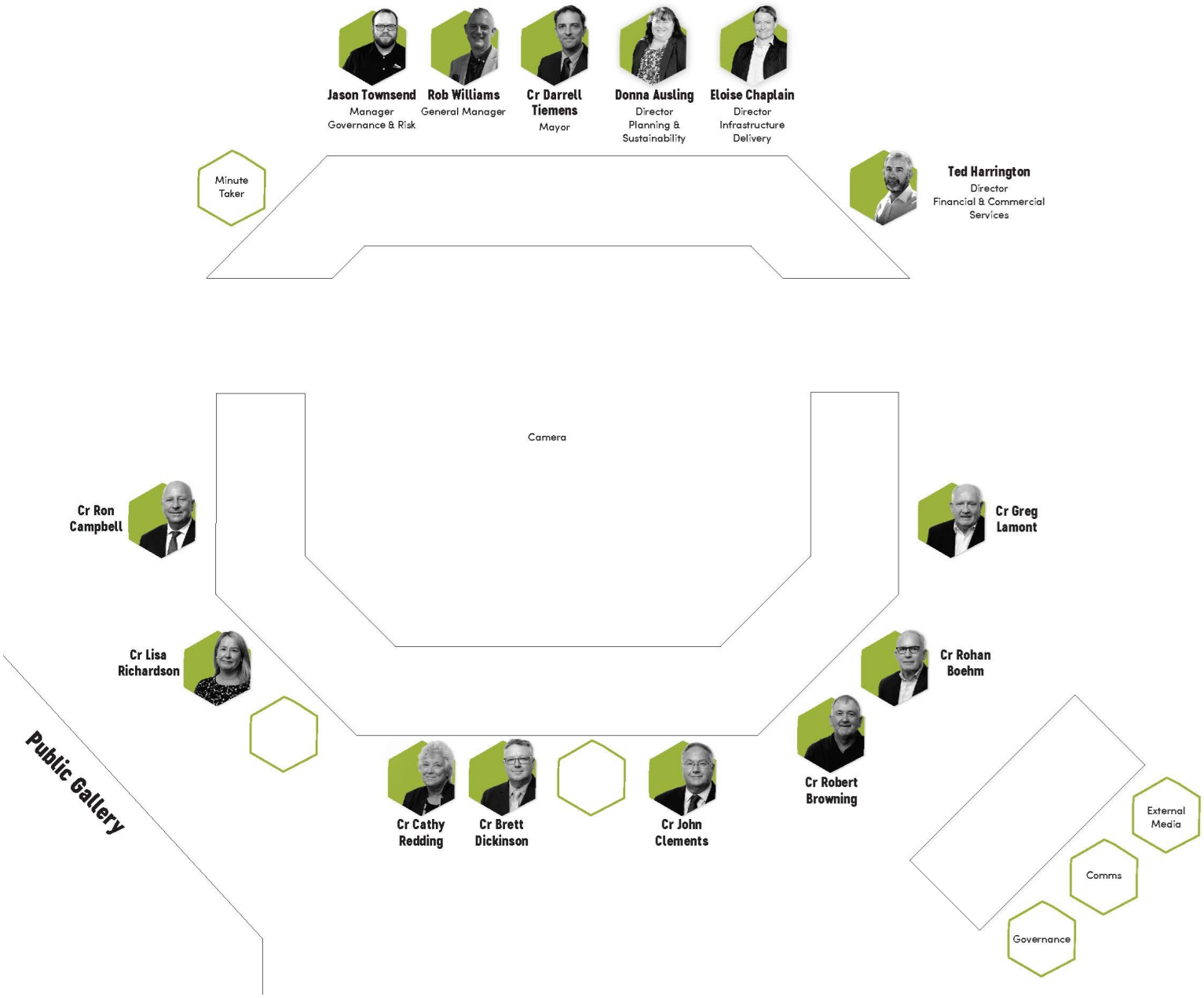
General Manager
Mr Rob Williams

Director Financial and Commercial Services
Mr Ted Harrington

Director Infrastructure Delivery
Mrs Eloise Chaplain

Director Planning and Sustainability
Ms Donna Ausling

COUNCIL CHAMBERS SEATING CHART



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

AGENDA

1. Opening Prayer

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

2. Acknowledgement of Country

I would like to acknowledge the Traditional Owners of Country throughout Australia, in particular the Gomeroi People of the Gamilaroi Nation, and recognise their continuing connection to land, waters and culture.
We pay our respects to their Elders past, present and emerging.

3. Recognition of Service Men & Women

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

4. Attendance by Audio Visual Link

5. Apologies/Granting of Leave of Absence

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

<u>Extract from Council's Code of Meeting Practice:</u>

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:

20.1 Applications for the Community Financial Assistance Grant (CFAG) Round 3 2023-24

20.2 2023-24/46 - Construction of Kerb and Gutter Infrastructure

8. Presentations

Nil.

9. Confirmation of Minutes

9.1 Confirmation of Minutes 11

10. Matters of Great Urgency

Nil reports.

11. Questions with Notice

Nil reports.

12. Mayoral Minutes

12.1 Mayoral Appointments for the period 22 April to 18 May 2024 32

13. Delegates Reports

13.1 Delegate's Report - Minutes of the Whitehaven Vickery Extension Project Community Consultative Committee Meeting - 11 April 2024 35

14. Notices of Motion

Nil reports.

15. General Manager Reports

15.1 Resolutions Register - April to May 2024 58

15.2 Operational and Service Plan Quarterly Report - 1 January 2024 to 31 March 2024 74

16. Financial and Commercial Services

16.1 Quarterly Budget Review Statement - March 2024 206

16.2 Monthly Financial Report - April 2024 221

16.3 Investment Report - April 2024 225

16.4 Application for Concessional Use of The Crossing Theatre - The Compassionate Friends NSW - Narrabri 229

17. Infrastructure Delivery

17.1 Infrastructure Delivery Status Report - April 2024 236

17.2 Regulation Amendment to Protect the Employment of Waste Workers 241

17.3 MR357 - Rangari Road Unsealed Section Status 270

17.4 Turrawan and Old Narrabri Road Intersection and Road Upgrade Project 274

18. Planning and Sustainability

18.1 Planning and Development Report - April 2024 277

18.2 Regulatory Compliance Report - April 2024 287

18.3 Community Advocacy Opportunities - May 2024 295

19. Supplementary Items

19.1 Renewable Energy Action Plan (REAP) and Renewable Energy Implementation Plan (REIP) 361

20. Confidential (Closed Council) Meeting

20.1 Applications for the Community Financial Assistance Grant (CFAG) Round 3 2023-24 387

20.2 2023-24/46 - Construction of Kerb and Gutter Infrastructure 388

21. Meeting Closed

MINUTES OF NARRABRI SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE NARRABRI SHIRE COUNCIL CHAMBERS, 46-48 MAITLAND STREET, NARRABRI
ON TUESDAY, 30 APRIL 2024 AT 1:00 PM

PRESENT: Cr Darrell Tiemens, Cr Rohan Boehm, Cr Ron Campbell, Cr John Clements, Cr Brett Dickinson, Cr Greg Lamont, Cr Lisa Richardson

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

The Council held a Public Forum prior to the meeting of which the following persons attended:

- Shane Hatton to speak on Item 13.3.

Proceedings of the meeting commenced at 1:08 pm.

1 OPENING PRAYER

Members and officers were upstanding for the opening prayer by Reverend Bernard Gabbbot of Narrabri Anglican Church, 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 ATTENDANCE BY AUDIO VISUAL LINK

Nil reports.

5 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

LEAVE OF ABSENCE REQUEST

MINUTE 056/2024

Moved: Cr Rohan Boehm Seconded: Cr John Clements

1. **That a leave of absence from Cr Catherine Redding and Cr Robert Browning be received and accepted. The reason for both absences is for work commitments.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

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 Darrell Tiemens	14.2	Non-Pecuniary / Non-Significant	Member of Rotary
Cr John Clements	13.9	Non-Pecuniary / Non-Significant	Works for local member who is chair of part of the committies

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

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

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

7.2 National Volunteer 2024 - Volunteer Of The Year Nomination

8 PRESENTATIONS

Nil Reports.

9 CONFIRMATION OF MINUTES

MINUTE 057/2024

Moved: Cr John Clements Seconded: Cr Lisa Richardson

1. **That the minutes of Ordinary Meeting of the Narrabri Shire Council held on 26 March 2024 as circularised be confirmed and signed as a correct record by the Mayor.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

10 MATTERS OF GREAT URGENCY

Nil reports.

11 QUESTIONS WITH NOTICE

Nil reports.

12 MAYORAL MINUTE

12.1 MAYORAL APPOINTMENTS FOR THE PERIOD 18 MARCH TO 19 APRIL 2024

MINUTE 058/2024

Moved: Cr Darrell Tiemens

1. That Council note the Mayoral appointments for the period 18 March to 19 April 2024.

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

13 OUR CIVIC LEADERSHIP

13.1 INVESTMENT REPORT - MARCH 2024

MINUTE 059/2024

Moved: Cr Rohan Boehm Seconded: Cr John Clements

1. That Council receive the Investment Report for March 2024.

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

13.2 2022/2023 DRAFT ANNUAL FINANCIAL STATEMENTS

MINUTE 060/2024

Moved: Cr Ron Campbell Seconded: Cr Rohan Boehm

1. **That Council formally adopt the draft Annual Financial Statements for the year ended 30 June 2023 as presented, for referral to audit.**
2. **The Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer be authorised to sign the Statements by Councillors and Management on the preparation of the General Purpose and Special Purpose Financial Statements for the year ended 30 June 2023.**
3. **The General Manager be delegated the authority to issue the audited Annual Financial Statements upon receipt of the auditors' reports, subject to there being no material audit changes or audit issues.**
4. **That Council present the audited Annual Financial Statements and Auditors Reports to the public at a meeting to be held in conjunction with its next available Ordinary Council meeting.**
5. **That the statement read by the Director of Financial and Commercial Services on this item be annexed to the minutes of this meeting.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

Attachments

1 2022/2023 Financial Statements Summary of Present Situation - April 2024 (available from page 18 of the Minutes)

13.3 INFRASTRUCTURE DELIVERY STATUS REPORT - MARCH 2024

MINUTE 061/2024

Moved: Cr John Clements Seconded: Cr Greg Lamont

1. **That Council receive and note the Infrastructure Delivery Status Report for March 2024.**
2. **That a report be provided into the matters raised by Mr Hatton with specific focus on changes in land form and drainage and any result in the increase in water inundation impacts on his property.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

At 2:07 pm, Cr Brett Dickinson left the meeting.

At 2:09 pm, Cr Brett Dickinson returned to the meeting.

At 2.11pm, Cr Clements left the meeting after declaring a pecuniary interest in relation to Item Item 13.4, due to a pecuniary interest due to the Councillors work with the NSW Government and was not present at or in sight of the meeting during the consideration of the item.

13.4 PLANNING AND DEVELOPMENT REPORT - MARCH 2024

MINUTE 062/2024

Moved: Cr Brett Dickinson Seconded: Cr Ron Campbell

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

In Favour: Crs Darrell Tiemens, Rohan Boehm, Ron Campbell, Brett Dickinson, Greg Lamont and Lisa Richardson

Against: Nil

Not Present: Crs Robert Browning, John Clements and Catherine Redding

CARRIED 6/0

At 2:15 pm, Cr John Clements returned to the meeting.

13.5 RESOLUTIONS REGISTER - MARCH TO APRIL 2024

MINUTE 063/2024

Moved: Cr Ron Campbell Seconded: Cr John Clements

1. **That Council receive and note the outstanding Resolutions Register as at 22 April 2024.**
2. **That Council receive and note the completed Resolutions Register as at 22 April 2024.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

13.6 ORDINARY COUNCIL MEETING SCHEDULE UNTIL SEPTEMBER 2024

MINUTE 064/2024

Moved: Cr John Clements Seconded: Cr Ron Campbell

1. **That Council amend the meeting schedule as established at the September 2023 Ordinary Council Meeting to remove the Ordinary Council Meeting that was originally scheduled for 24 September 2024, due to the Local Government Election period.**
2. **That Council will schedule an Extraordinary Council Meeting in October 2024, following the declaration of results from the 2024 Local Government Election.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

13.7 DRAFT INTERNAL AUDIT CHARTER

MINUTE 065/2024

Moved: Cr Lisa Richardson Seconded: Cr Brett Dickinson

1. That Council adopt the Draft Internal Audit Charter.

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

13.8 REVIEW OF AUDIT, RISK AND IMPROVEMENT COMMITTEE TERMS OF REFERENCE

MINUTE 066/2024

Moved: Cr John Clements Seconded: Cr Greg Lamont

1. **That Council adopt the updated Audit, Risk and Improvement Committee Terms of Reference that have been updated to adapt to the model terms of reference as required in the Guidelines for Risk Management and Internal Audit for Local Government in NSW.**
2. **That Council adopt the addition of reimbursement of reasonable travel costs for Audit, Risk and Improvement Committee Members (Chairperson included) into the Terms of Reference due to the significant rise of traveling and to encourage more attendance at the meetings by the Committee Members in the future as detailed below:**
    a. **Use of private vehicle – reimbursement at the rate per kilometre as determined in the Local Government (State) Award; and**
    b. **One (1) night accommodation per meeting - reimbursement of actual expense.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

At 2:30 pm, Cr John Clements left the meeting.

At 2:31 pm, Cr John Clements returned to the meeting.

13.9 CURRENT COMMUNITY ADVOCACY OPPORTUNITIES - APRIL 2024

MINUTE 067/2024

Moved: Cr Lisa Richardson Seconded: Cr Brett Dickinson

1. **That Council receive and note the Report on April 2024 community advocacy opportunities.**
2. **That Council endorse the draft organisational submission on the NSW Reconstruction Authority – Review of the NSW Reconstruction Authority Act 2022.**
3. **That Council endorse the draft organisational submission on the Inquiry into the Prevention of Cruelty to Animals Amendment (Virtual Stock Fencing Bill) 2024.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

13.10 ACCEPTANCE OF TENDERS UNDER DELEGATION - APRIL 2023

MINUTE 068/2024

Moved: Cr Rohan Boehm Seconded: Cr Lisa Richardson

1. **That Council note the determination of tenders under delegation for the period to March 2024.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

13.11 ADOPTION OF THE NARRABRI SHIRE COUNCIL DROUGHT MANAGEMENT PLAN

MINUTE 069/2024

Moved: Cr Lisa Richardson Seconded: Cr Greg Lamont

1. **That Council adopt the Narrabri Shire Council Drought Management Plan, as attached in this report.**

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

Against: Crs Rohan Boehm, Ron Campbell, John Clements and Greg Lamont

Not Present: Crs Robert Browning and Catherine Redding

LOST 3/4

13.12 MINUTES OF THE NARRABRI AIRPORT ADVISORY COMMITTEE MEETING HELD ON 19 SEPTEMBER 2023

MINUTE 070/2024

Moved: Cr Brett Dickinson Seconded: Cr John Clements

1. **That the Minutes of the Narrabri Airport Advisory Committee Meeting held on 19 September 2023 be received and the proposed actions therein be adopted.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

At 2:52 pm, Cr John Clements left the meeting.

At 2:56 pm, Cr John Clements returned to the meeting.

13.13 DELEGATE REPORT - COUNTRY MAYORS ASSOCIATION REGIONAL HOUSING CONFERENCE IN FORBES - 8-9 APRIL 2024

MINUTE 071/2024

Moved: Cr John Clements Seconded: Cr Lisa Richardson

1. **That Council note the Delegate Report on the Country Mayors Association Regional Housing Conference held in Forbes on 8-9 April 2024.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

13.14 DELEGATE REPORT - MINUTES OF THE LEARD FOREST PRECINCT ENVIRONMENTAL TRUST INC MEETING - 14 MARCH 2024

MINUTE 072/2024

Moved: Cr John Clements Seconded: Cr Ron Campbell

1. **That Council note the Delegate Report on the draft minutes of the Leard Forest Precinct Environmental Trust Inc. Extraordinary meeting held on 14 March 2024.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

13.15 DELEGATE REPORT - MINUTES OF THE NARRABRI MINE COMMUNITY CONSULTATIVE COMMITTEE MEETING - 13 MARCH 2024

MINUTE 073/2024

Moved: Cr Ron Campbell Seconded: Cr John Clements

1. **That Council note the Delegate Report on the draft minutes of the Narrabri Mine Community Consultative Committee meeting held on 13 March 2024.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

14 OUR SOCIETY

14.1 WEE WAA NAB BUILDING CBD MEMORIAL GROVE AND DANGAR PARK MASTERPLANS

MINUTE 074/2024

Moved: Cr John Clements Seconded: Cr Brett Dickinson

1. **That Council endorse the draft Wee Waa CBD and Surrounds Masterplan 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 Masterplan.**
2. **That a report be returned to Council following the conclusion of the Public Exhibition Period to the next available Ordinary Council Meeting detailing the results of the public exhibition.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

14.2 NAMING OF A PUBLIC ASSET - PARK BENCH IN HONOUR OF DR. ROBERT ANDERSON

MINUTE 075/2024

Moved: Cr Ron Campbell Seconded: Cr Brett Dickinson

1. **That Council receive and note the report on the naming of a park bench to be installed in Selina Street Open Space area known as Lot 1 Section 6 DP 939800.**
2. **That Council name the park bench in honour of Dr. Robert (Bob) Anderson.**
3. **That Council note that Rotary of Narrabri will be responsible for the costs associated with the supply of the proposed park bench and concrete slab in accordance with Council's specifications.**
4. **That Council undertake the installation works at the expense of the Narrabri Rotary Club.**
5. **Upon completion Council retain ownership of the asset.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

14.3 CRIME PREVENTION PLAN

MINUTE 076/2024

Moved: Cr Lisa Richardson Seconded: Cr Brett Dickinson

1. **That the Narrabri Shire Crime Prevention Plan 2024/2028 be endorsed.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

At 3:19 pm, Cr Greg Lamont left the meeting.

At 3:21 pm, Cr Greg Lamont returned to the meeting.

15 OUR ENVIRONMENT

Nil reports.

16 OUR ECONOMY

16.1 MINUTES OF THE SALEYARDS ADVISORY COMMITTEE MEETING HELD ON 27 MAY 2019

MINUTE 077/2024

Moved: Cr Rohan Boehm Seconded: Cr Ron Campbell

1. That the Minutes of the Saleyards Advisory Committee Meeting held on 27 May 2019 be received.

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

SUSPENSION OF STANDING ORDERS

MINUTE 078/2024

Moved: Cr Ron Campbell Seconded: Cr Brett Dickinson

1. That Council suspend standing orders for a break.

CARRIED

The Council suspended standing orders for a break, the time being 3:24pm.

RESUMPTION OF STANDING ORDERS

MINUTE 079/2024

Moved: Cr Brett Dickinson Seconded: Cr Ron Campbell

1. That Council resume standing orders.

CARRIED

The Council resumed standing orders, the time being 3:31pm.

17 CONFIDENTIAL (CLOSED COUNCIL) MEETING

MINUTE 080/2024

Moved: Cr Brett Dickinson Seconded: Cr John Clements

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

17.1 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.

17.2 National Volunteer 2024 - Volunteer 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).

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

17.1 BUSINESS PAPER AND UNCONFIRMED MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE

MINUTE 081/2024

Moved: Cr Ron Campbell Seconded: Cr John Clements

1. **That council note the business papers and unconfirmed minutes of the audit, risk and improvement committee meeting held on Monday, 18 March 2024.**

2. **That council endorse for the audit, risk and improvement committee business paper to be made available to councillors and accessed within council's information system due to the large amount of pages contained in the files.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

17.2 NATIONAL VOLUNTEER 2024 - VOLUNTEER OF THE YEAR NOMINATION

MINUTE 082/2024

Moved: Cr Greg Lamont Seconded: Cr Ron Campbell

1. **That council determine nominee 3 as the recipient of the Narrabri shire volunteer of the year 2024.**

2. **That council keep the outcome confidential until the winner is announced at the Narrabri volunteer morning tea to be held on Friday 24 May 2024 at the Narrabri RSL.**

CARRIED

MINUTE 083/2024

Moved: Cr John Clements Seconded: Cr Rohan Boehm

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, Ron Campbell, John Clements, Brett Dickinson, Greg Lamont and Lisa Richardson

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

18 MEETING CLOSED

The Meeting closed at 3:49

The minutes of this meeting are scheduled to be confirmed at the Ordinary Council Meeting to be held on 28 May 2024.

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CHAIRPERSON

The Unaudited Financial Statements

The Draft 2022/2023 financial statements show a $4.647m deficit after capital income. This deficit has largely been brought about by the requirement to account for $7.995m loss on disposal of assets, namely the Transport asset network of approximately $7m. This is a result of major flood events over the last 3yrs and the backlog in capitalisation of Capital WIP. The backlog of capital works was identified through the excessive WIP balance of $46m as reported in 2021/2022. As a result of capitalisations and expensing of operational works, the WIP balance has been reduced to $18m which at the end of 2022/2023 Council believes is an accurate representation.

The Original Budget for FY2022/2023

The original budget for FY2022/2023 was projected to be in deficit by $5.9 million. Through prudent management whilst at the same time recognising the required adjustments the budget projection was bettered by financial year end.

The huge amount of work put in this year

There was an enormous backlog of asset-related work to be achieved in the EOFY 2022/2023 financial statements, which we set about getting done as soon as the 2021/2022 audit was complete.

External consultants and contractors were pulled in to assist in the processes of determining what information we had, needed, and what was critical for success (our measure of success was to clear the Disclaimer of Opinion as soon as possible).

Discussions with these consultants, contractors and the various audit staff determined that there was a chance of clearing the Disclaimer in 2022/2023 if revaluations of assets, impairment of roads and certain disclosures and identification of prior year errors (accounting speak for items that were recorded incorrectly in the past - usually by virtue of further information that has come to light) were recorded in the 2022/2023 financial statements.

When we set about to achieve this, the mountain of work we encountered was far in excess of what we imagined initially, but we persevered for the good of the Council and the Community, to show that 2021/2022 was a blip on the radar, and that we could achieve good things with the staff we had, and the assistance we had garnered.

The Disclaimer should be removed this year

The end result is what Councillors see here in the form of the draft financial statements presented to the April 2024 Ordinary Council Meeting - we don't expect the statements to be exactly the same when we sign them, but we also don't expect wholesale changes after Audit has finalised their checks and balances, and reviewed the disclosures and passed the information through their Technical Committee.

I am confident, that the audit for 2022/2023 will be clear of the Disclaimer Audit Opinion, and a significant positive achievement for the community moving forward.

Ted Harrington

Director Financial and Commercial Services

Tabled at Item 13.2

MINUTES OF NARRABRI SHIRE COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE NARRABRI SHIRE COUNCIL CHAMBERS, 46-48 MAITLAND STREET, NARRABRI
ON MONDAY, 6 MAY 2024 AT 2:00 PM

PRESENT: Cr Darrell Tiemens, Cr Ron Campbell, Cr Brett Dickinson, Cr Catherine Redding, Cr Lisa Richardson

IN ATTENDANCE: Rob Williams (General Manager), Donna Ausling (Director Planning and Sustainability), Eloise Chaplain (Director Infrastructure Delivery), Ted Harrington (Director Financial and Commercial Services), Jason Townsend (Manager Governance and Risk), Kira O'Neil (Minute Clerk)

The proceedings of the meeting commenced at 2:00 pm.

1 OPENING PRAYER

Members and officers were upstanding for the opening prayer.

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 and present.

3 RECOGNITION OF SERVICE MEN & WOMEN

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

4 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

COUNCILLOR	DATE / DURATION	APOLOGY / LEAVE OF ABSENCE	REASON
Cr Robert Browing	6 May 2024	Leave of Absence	Work commitments
Cr Rohan Boehm	6 May 2024	Leave of Absence	Work commitments
Cr John Clements	6 May 2024	Apology	Work commitments
Cr Greg Lamont	6 May 2024	Apology	Work commitments

LEAVE OF ABSENCE REQUEST

MINUTE 084/2024

Moved: Cr Ron Campbell Seconded: Cr Catherine Redding

1. **That leave of absence from Crs Robert Browning and Rohan Boehm be received and accepted.**
2. **That an apology from Crs John Clements and Greg Lamont be received and accepted.**

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

Against: Nil

CARRIED 5/0

5 DECLARATION OF PECUNIARY AND NON-PECUNIARY INTERESTS

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

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

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

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

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

Nil.

7 OUR CIVIC LEADERSHIP

7.1 DRAFT 2024/2025 OPERATIONAL PLAN

MINUTE 085/2024

Moved: Cr Ron Campbell Seconded: Cr Catherine Redding

1. **That Council endorse the following draft documents for public exhibition for a minimum period of 28 days pursuant to the requirements of the *Local Government Act 1993* (NSW):**
   a. **Draft 2024/2025Operational Plan (as tabled);**
   b. **Draft 2024/2025 Revenue Policy (as tabled);**
   c. **Draft 2024/2025 Fees and Charges (as tabled);**
   d. **Draft 2024/2025 Operational Budget (as attached); and**
   e. **Draft 2024/2025 Capital Works Program (as attached).**

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

Against: Nil

CARRIED 5/0

Attachments

1 Draft 2024/2025 Operational Plan (amendments made to layout and correction of typographical errors)

2 Draft 2024/2025 Revenue Policy and Fees and Charges (correction of errors)

8 MEETING CLOSED

The Meeting closed at 2:10 pm.

The minutes of this meeting are scheduled to be confirmed at the Ordinary Meeting of the Narrabri Shire Council held on 28 May 2024.

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CHAIRPERSON

12.1 MAYORAL APPOINTMENTS FOR THE PERIOD 22 APRIL TO 18 MAY 2024

Author: **Darrell Tiemens**

Attachments: **None**

RECOMMENDATION

1. **That Council note the Mayoral appointments for the period 22 April to 18 May 2024.**

DETAILS

24 April 2024

- Councillor Lisa Richardson and I attended an unveiling event for the first project delivered under the 'Boggabri Building Restoration Fund' initiative.

  As part of ongoing efforts to drive local economic growth, the Boggabri Business Chamber and Narrabri Shire Council have joined forces to create a $10,000 fund to help repair vacant local buildings for use by new business tenants. Co-funded by the Chamber and Council's '*Community Financial Assistance Grants*' program, the 'Boggabri Building Restoration Fund' initiative aims to bring three new businesses to the town in 2024.
- Invited by the Narrabri Show Society to attend and speak at the Narrabri Show Young Woman Cocktail evening filled with inspiration as our junior and senior young woman ambassadors shared their stories.

25 April 2024

- Attended and viewed Cr Cathy Redding lay a wreath at the 5am Narrabri West ANZAC Memorial Service.
- Deputy Mayor and I attended the 6am ANZAC Day Memorial Service held at the Narrabri RSL.
- Supported Cr Lisa Richardson and Cr Redding at the 8.30am ANZAC Memorial Service held in Boggabri.
- Invited by the Narrabri RSL Sub-Branch to take part in the 10.45am ANZAC Memorial Service by being present at the Saluting Dais with President Nicole Gallagher and then reading "The Commemoration of the Fallen" during the ANZAC Service.

26 April 2024

- Attended a virtual meeting with Independent Chairperson, Roberta Ryan in response to a recent Whitehaven Vickery Community Consultation Committee Meeting.
- Invited by the Lions Club of Boggabri and the Drovers' Campfire Committee to attend and welcome the many visitors to our region on behalf of Narrabri Shire at the opening ceremony.

30 April 2024

Chaired Narrabri Shire Council's Ordinary Council Meeting.

2 May 2024

- Attended an interview with ABC New England North West in response to the Wee Waa Draft Masterplan.
- Attended the Inland Rail Quarterly Project Update Meeting.
- Invited by Cotton Australia to attend and speak at their Camp Cotton Delegates BBQ engaging in conversations with both global and Australian brands, suppliers, sustainability NGOs and influencers who proudly support Australian cotton.

3 May 2024

Deputy Mayor Brett Dickinson and I accepted an invitation from Rachel Wilks RN Clinician Engagement & Participant Retention Manager, Clinical to attend the federally funded, NSW Health implemented program - Rural, Regional & Remote Clinical Trials Enabling Program (R3-CTEP) – bringing innovative medical research out of the big metro hospitals to our rural communities. When you live in country areas, you are generally not offered clinical trials in heart research, stroke innovation, chronic pain break throughs etc. They are helping to change that because we know that participants in Clinical Trials have improved health outcomes. They work closely with doctors/nurses/allied health professionals and the broader community in the Narrabri Shire (and surrounds) to build capability and capacity to do medical research locally. This will help to recruit and retain the best medical people too.

6 May 2024

- Attended Narrabri Shire Council's Councillor Briefing session.
- Chaired Narrabri Shire Council's Extraordinary Council Meeting.

7 May 2024

- Attended the Narrabri Community Health Local Advisory Committee.
- Invited by ARTC CEO, Wayne Johnson to take part in a senior stakeholder survey/interview to provide feedback. The research will inform ARTC's refreshed approach to stakeholder engagement and help improve how ARTC work and communicate with stakeholders.

9 May 2024

Attended the second LGNSW Rural and Regional Summit which serves as a focal point for deliberating on the pressing challenges facing rural and regional communities.

Topics on this year's summit agenda included a review of the financial model for local government, case studies showcasing excellence in the rural and regional local government sector, a panel discussion on the vision for rural and regional NSW, an update from the NSW Reconstruction Authority and presentations from key NSW Government Ministers including The Hon. Tara Moriarty, MLC Minister for Agriculture, Minister for Regional New South Wales, The NSW Premier The Hon Chris Minns, Wendy Tuckerman, Shadow Minister for Local Government, Cr Sam Coupland, Mayor of Armidale Regional Council, Carmel Donnelly, Chair of IPART, Professor Joseph Drew, Professor of Local Government Economics – University of Newcastle, and The Hon Ron Hoenig, Minister for Local Government.

10 May 2024

The General Manager, Rob Williams, and I attending the Country Mayor Association's General Meeting on "Financial Sustainability". With special guest speakers:

Minister for Regional Transport and Roads – The Hon Jenny Aitchison; Institute of Regional Futures – Professor Joseph Drew; NSW Audit Office; NSW Grants Commission panel session; Secretary of Planning, Housing and Infrastructure – Kiersten Fishburn; Deputy Secretary of Local Government – Brett Whitworth and Executive Director, Digital Analytics and Insights – Nerida Mooney.

16 May 2024

- Attended the Whitehaven Community Investment Committee meeting virtually to review and decide upon donation applications.
- Invited to attend the "March Out" of Senior Constable Ajarna Imrie who was celebrating her last day of service since being in the NSW Police from 22 December 2000.

Saturday, 18 May

Invited by the Lodge Namoi Worshipful Master Kurt Eather to attend and speak at the annual Debutante Ball.

13.1 DELEGATE'S REPORT - MINUTES OF THE WHITEHAVEN VICKERY EXTENSION PROJECT COMMUNITY CONSULTATIVE COMMITTEE MEETING - 11 APRIL 2024

Author: **Darrell Tiemens**

Attachments: **1. Minutes - Whitehaven Vickery CCC 11 April 2024**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader 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 final minutes of the Whitehaven Vickery Extension Project Community Consultative Committee meeting held on 11 April 2024.1.

DELEGATES REPORT

The Whitehaven Vickery Extension Project Community Consultative Committee held a meeting on Thursday 11 April 2024.

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

Whitehaven Vickery Extension Project
Community Consultative Committee

Date: 11 April 2024, 12 pm – 1pm

Location: Whitehaven Gunnedah Office Boardroom and Zoom

Attendees	
Community Members	**Whitehaven Coal**
Grant McIlveen (GM) Community Representative	Megan Martin (MM) - Whitehaven Coal
Keith Blanch (KB) - Community Representative	Matt Sparkes (MS) - Whitehaven Coal
	Dean Scott (DS) -Whitehaven Coal
	Jeff Andrews (JA) – Whitehaven Coal
Gunnedah Shire Council	
Wade Hudson (WH) - Gunnedah Shire Council	**Independent Chairperson**
Cr Colleen Fuller (CF) - Gunnedah Shire Council	Professor Roberta Ryan (RR)
Narrabri Shire Council	**Minute taker**
Cr Darrell Tiemens (DT) - Narrabri Shire Council	Isa Crossland Stone (ICS)
Apologies	
Cr Rob Hooke (RH) – Gunnedah Shire Council	
Cr Cathy Redding (CR) - Narrabri Shire Council	
Jabin De Keizer (JDK) - Whitehaven Coal	
Ron Fuller (RF) - Community Representative	
Barry Thomson (BT) - Community Representative	

Item	Description	Action
1	**Welcome, introductions and apologies - RR**	
	RR introduces herself and welcomes new attendees.	
2	**Declarations and Interests - RR**	
	There are no new declarations.	
3	**Vickery Environmental Report - MM**	
	MM's slides are attached to these minutes. RR asks MM if they have received any feedback about the update blasting. MM says they have had some positive feedback and one complaint from someone who did not receive the first text message.Despite having been signed up to the register they had been missed off the list in the SMS broadcast service. Following this complaint, the issue has been rectified and this individual has received subsequent messages. The ongoing communications with local residents seems to be working well at the moment.	
4	**Project Update/Approval Update –MS**	
	MS provides a project update. The Whitehaven monitoring report, which contains the contents of this update, is attached to these minutes.	

5	**Housing Project Update - JA**	
	JA provides an update to the Project Development in Gunnedah Shire Housing Strategy. GM asks how far along they are with the Boggabri Vault project? JA says that this is sitting with the specialist team currently and they are expecting to get DA approval soon. KB asks about the units next to the Vault. Is this short-term accommodation? JA says that they are intended to house people who are seeking accommodation, usually in a short-term way, for workers and people entering the area, visiting contractors, etc..	

	They have made an effort to maintain the existing character of the building/buildings in the area. MM says that a lot of the Vickery drive in drive out workers are living near the Boggabri Vault in the Civeo camp.	
6	**Next Steps - DS**	
	GM asks about the plans for the rail corridor. DS says that when the plans are finalized they will be published on the website. MM says that they are making a small realignment of the rail corridor, and this will be shared in the exhibition period. GM asks if the rail corridor will still be raised as a viaduct as per the EIS recommendations. MM says there has been no final design completed- this work is on going. MM will clarify the details of the rail corridor and the timeframe of its progress.	MM to update on the rail corridor plans and timing.
7	**General Business - RR**	
	CF congratulates Whitehaven on their employment program at Vickery where local people are coming back to their local shire to work and this has been very positive for the community. CF offers her advice on the area as it is black soil and difficult to build on. CF notes that the police housing on this street had to be rebuilt. The police had to be relocated temporarily while the houses were improved. GM notes that there was a grid survey in early March. Was this related to the rail corridor plans? Was this under Whitehaven's organization? MM and DS say they are unaware that it was but can follow up. GM asks about the water bores. MM says that they constructed 2 new bores. They are monitoring them now. There are another 11 existing bores that will be included in the monitoring program. 2 or 3 of the total cannot be monitored due to	MM to clarify whether the grid survey that occurred in March was related to Whitehaven's activity around the rail corridor works.

	issues with the construction or they are still in use, and Whitehaven may look at replacing some of these as necessary based on expert advice. GM asks about the noise management plan for the EIS. Is this complete. MM says that everything is still in place for the noise monitoring plan. It has not been significantly updated and is complete for now. Coming into Winter, they are still conducting monitoring to ensure that they stay under maximum noise levels. GM asks about the status of the pipeline from Tarrawonga to Vickery and out to Maules Creek. MM says that she doesn't know where the pipeline development is up to but this is still planned for construction. KB expresses serious concern to DT about the Rangari-road, which is unsafe. He is concerned that it will cause fatalities. DT agrees that it is an issue, Tamworth and the Gunnedah Shire were both funded for works on their sections of the road and Narrabri Shire is pursuing funding from the State Government to do works on this section. DT says that the Council does not have the capacity to fund the necessary works. DT is consistently working on this case and is also very concerned about the state of it. It should be an easy journey between Narrabri and Tamworth. DT asks KB to send him an email expressing his concerns. Community complaints provide a helpful pressure to apply to the State Government. DT can also provide KB the details of the local member to contact. *Following this meeting, the below response was provided by the Council, on behalf of DT, via email:* ***"Narrabri Shire Council (Council) does not have the funding to upgrade Rangari Road, which is estimated to be over $10 Million. However, Council has performed advocacy on this matter to both State and Federal Ministers urging them to allocate funding to this project.***	DT to seek clarification on behalf of Narrabri Shire Council in relation to the $850,000 that was pledged and not paid by the Council to the Glentarkie facility in Boggabri. RR to follow up again with Narrabri Shire in relation to GM's query.

	Council will continue to inspect and perform maintenance works as required along the length of Rangari Road. This is currently occurring on a frequent basis. ***Please note Council will continue to appeal to funding bodies for an upgrade on this road to align it with the condition in Gunnedah Shire and Tamworth Shires. Please note their upgrades were both funded by NSW Government grants and delivered by Transport for NSW (TfNSW)."*** GM asks DT about the $850,000 that was guaranteed to go to the Boggabri Glentarkie centre. Why have they not paid these funds? Narrabri Council has received plenty of funds from Whitehaven. DT is unable to provide much information at this time. However, he agrees to follow up at the Council and to discuss this matter with RR offline. *Following the meeting, RR and DT met offline to discuss this matter, aiming to provide some resolution to the group.* *Following up that meeting, the below response was provided by the Council, on behalf of DT, via email:* ***"As detailed in Narrabri Shire Council's (Council) previous response to the Committee in relation to this matter dated Monday, 7 August 2023, Council has not financially contributed to the Glentarkie project. Council has, however, worked closely with the Glentarkie Committee and Boggabri Idemitsu Coal in relation to upgrades and improvements to the Glentarkie Retirement facility under DA2024/0044. Further information in relation to this project is available from:*** ***https://narrabricourier.com.au/2023/06/07/more-aged-units-to-be-built-in-boggabri/*** ***The inference that Council 'pledged and not paid' $850,000 is incorrect. The amount as described originally formed part of a draft Voluntary Planning Agreement (VPA) which was ultimately not executed by Council and Whitehaven. Notwithstanding, in accordance with the condition A21 of the Vickery Extension Development Consent, Whitehaven Coal paid Narrabri Shire Council a financial contribution of $3.2m in early 2023. It should be noted that the expenditure of this contribution is legally***	

	required to be in accordance with the provisions of the Environmental Planning and Assessment Act 1979, specifically under section 7.12 of that Act. A copy of the relevant plan which guides and authorises this expenditure is provided as background as follows: ***https://www.narrabri.nsw.gov.au/files/assets/public/v/1/4.-planning-amp-development/planning-and-environment/strategic-planning-documents/strategic-documents/7.12-fixed-development-consent-levies-contribution-plan-adopted-23aug2022.pdf*** ***The Committee's attention is also drawn to item 37 on page 20 of this document. "***	
8	**Next Meeting - RR**	
	RR and MM will arrange the next meeting date offline.	

Vickery Coal Mine
Community Consultative Committee
Meeting #18

Quarterly Environmental Monitoring Report
Jan, 2024 – Mar, 2024

Vickery Project

This report has been prepared for the Community Consultative Committee (CCC) meeting to show Environmental monitoring performance at Vickery Coal Mine (VCM) for the reporting period from Jan 2024 to Mar 2024.

Noise Monitoring

Attended noise was conducted during this period.

Attended noise monitoring was conducted at "Lanreef" (N-AT2) and "Broadwater" (N-AT1) properties once a month during this reporting period. Noise criteria for the mine is 40dB(A) Leq (15 min) during day time and 35dB(A) Leq (15 min) during evening/night time.

Results below show that noise emissions from the mine did not exceed operational criteria at "Lanreef" or "Broadwater" monitoring locations during the monitoring period.

Table 1 January 2024 Attended Noise Monitoring

Table 4
VCM Operational Noise Monitoring Results Leq(15min) – 25th January 2024 (Day)

Location	Time	dB(A), Leq	VCM Contribution dB(A),Leq	Criterion dB(A),Leq	Wind speed (m/s),dir	Stability Class	Identified Noise Sources dB(A),Leq	Exceedance (Yes/No)[1]
N-AT1 / 7	4:25pm	41	IA	40	2.9 / 244	B	Birds (41), insects (28), **VCM (IA)**	No
N-AT2 / 8	2:02pm	38	IA	40	2.2 / 186	B	Birds (37), traffic (29), insects (25), **VCM (IA)**	No

Table 5
VCM Operational Noise Monitoring Results Leq(15min) – 25th January 2024 (Evening)

Location	Time	dB(A), Leq	VCM Contribution dB(A),Leq	Criterion dB(A),Leq	Wind speed (m/s),dir	Stability Class	Identified Noise Sources dB(A),Leq	Exceedance (Yes/No)[1]
N-AT1 / 7	6:00pm	40	IA	35	3.5 / 261	D	Birds (40), insects (23), **VCM (IA)**	NA
N-AT2 / 8	9:30pm	48	IA	37	2.1 / 330	E	Insects (48), traffic (30), frogs (28), **VCM (IA)**	No

Table 6
VCM Operational Noise Monitoring Results Leq(15min) – 25th January 2024 (Night)

Location	Time	dB(A), Leq	VCM Contribution dB(A),Leq	Criterion dB(A),Leq	Wind speed (m/s),dir	Stability Class	Identified Noise Sources dB(A),Leq	Exceedance (Yes/No)[1]
N-AT1 / 7	11:33pm	46	25	35	2.8 / 040	E	Insects (46), **VCM (25)**, frogs (24	No
N-AT2 / 8	10:00pm	46	IA	37	2.7 / 222	E	Insects (46), traffic (28), frogs (21), **VCM (IA)**	No

Table 7
VCM Operational Noise Monitoring Results LA_{max} – 25th January 2024

Location	Time	dB(A), LA_{max}	VCM Contribution dB(A), LA_{max}	Criterion dB(A), LA_{max}	Wind speed (m/s),dir	Stability Class	LA_{max} Noise Source	Exceedance (Yes/No)[1]
N-AT1 / 7	11:33pm	61	29	52	2.8 / 040	E	Insects	No
N-AT2 / 8	10:00pm	58	IA	52	2.7 / 222	E	Insects	No

2

Table 2 February 2024 Attended Noise Monitoring

Table 4

VCM Operational Noise Monitoring Results Leq(15min) – 26th & 27th February 2024 (Day)

Location	Time	dB(A), Leq	VCM Contribution dB(A),Leq	Criterion dB(A),Leq	Wind speed (m/s),dir	Stability Class	Identified Noise Sources dB(A),Leq	Exceedance (Yes/No)[1]
N-AT1 / 7	11:47am (27/02/24)	42	IA	40	4.0 / 261	B	Birds (42), aeroplane (27), insects (26), **VCM (IA)**	NA
N-AT2 / 8	4:30pm (26/02/24)	40	IA	40	2.8 / 247	B	Birds (40), traffic (26), insects (22), **VCM (IA)**	No

Table 5

VCM Operational Noise Monitoring Results Leq(15min) – 26th February 2024 (Evening)

Location	Time	dB(A), Leq	VCM Contribution dB(A),Leq	Criterion dB(A),Leq	Wind speed (m/s),dir	Stability Class	Identified Noise Sources dB(A),Leq	Exceedance (Yes/No)[1]
N-AT1 / 7	9:30pm	44	24	35	2.8 / 147	D	Insects (43), birds (35), **VCM (24)**	No
N-AT2 / 8	6:00pm	52	IA	37	3.9 / 134	D	Residential (51), birds (45), traffic (29), frogs (28), **VCM (IA)**	NA

Table 6

VCM Operational Noise Monitoring Results Leq(15min) – 26th February 2024 (Night)

Location	Time	dB(A), Leq	VCM Contribution dB(A),Leq	Criterion dB(A),Leq	Wind speed (m/s),dir	Stability Class	Identified Noise Sources dB(A),Leq	Exceedance (Yes/No)[1]
N-AT1 / 7	10:00pm	42	22	35	4.5 / 127	D	Insects (42), **VCM (22)**	NA
N-AT2 / 8	12:06am	44	29	37	5.5 / 141	D	Insects (46), traffic (28), frogs (21), **VCM (29)**	NA

Table 7

VCM Operational Noise Monitoring Results LA_{max} – 26th February 2024

Location	Time	dB(A), LA_{max}	VCM Contribution dB(A), LA_{max}	Criterion dB(A), LA_{max}	Wind speed (m/s),dir	Stability Class	LA_{max} Noise Source	Exceedance (Yes/No)[1]
N-AT1 / 7	10:00pm	57	25	52	4.5 / 127	D	Insects	NA
N-AT2 / 8	12:06am	64	33	52	5.5 / 141	D	Insects	NA

Table 3 March 2024 Attended Noise Monitoring

Table 4

VCM Operational Noise Monitoring Results Leq(15min) – 11th March 2024 (Day)

Location	Time	dB(A), Leq	VCM Contribution dB(A),Leq	Criterion dB(A),Leq	Wind speed (m/s),dir	Stability Class	Identified Noise Sources dB(A),Leq	Exceedance (Yes/No)
N-AT1 / 7	4:27pm	40	IA	45[1]	4.2 / 098	C	Birds (40), insects (26), **VCM (IA)**	No
N-AT2 / 8	2:12pm	48	IA	45[1]	4.5 / 097	C	Birds (48), insects (33), traffic (28), **VCM (IA)**	No

Table 5

VCM Operational Noise Monitoring Results Leq(15min) – 11th March 2024 (Evening)

Location	Time	dB(A), Leq	VCM Contribution dB(A),Leq	Criterion dB(A),Leq	Wind speed (m/s),dir	Stability Class	Identified Noise Sources dB(A),Leq	Exceedance (Yes/No)
N-AT1 / 7	9:30pm	39	30	35	2.1 / 116	E	Insects (38), **VCM (30)**, frogs (28)	No
N-AT2 / 8	8:18pm	36	29	42[1]	4.9 / 068	D	Insects (34), **VCM (29)**, aeroplane (28), traffic (23)	No

Table 6

VCM Operational Noise Monitoring Results Leq(15min) – 11th March 2024 (Night)

Location	Time	dB(A), Leq	VCM Contribution dB(A),Leq	Criterion dB(A),Leq	Wind speed (m/s),dir	Stability Class	Identified Noise Sources dB(A),Leq	Exceedance (Yes/No)
N-AT1 / 7	10:00pm	36	23	35	2.8 / 149	E	Insects (35), frogs (28), **VCM (23)**	No
N-AT2 / 8	11:53pm	38	25	42[1]	3.5 / 123	D	Insects (37), frogs (26), **VCM (25)**, traffic (22)	No

Table 7

VCM Operational Noise Monitoring Results LA_{max} – 11th March 2024

Location	Time	dB(A), LA_{max}	VCM Contribution dB(A), LA_{max}	Criterion dB(A), LA_{max}	Wind speed (m/s),dir	Stability Class	LA_{max} Noise Source	Exceedance (Yes/No)
N-AT1 / 7	10:00pm	58	29	52	2.8 / 149	E	Insects	No
N-AT2 / 8	11:53pm	61	33	57[1]	3.5 / 123	D	Insects	No

The real time noise monitor located on the "Long Way Round" property remains a management tool so the noise criteria are not applicable at that site. Levels of noise recorded at that location are managed according to the noise management plan and trigger action response plan.

Blast Monitoring

Blasting Results

Since 2024, there have been 8 blasts (until 31/03/2024) at VCM.

The highest result for Overpressure last quarter was 113dB recorded at B-02 compliance monitor on the 28/03/2024.

The highest result for ground vibration last quarter was 1.21mm/s at B-02 recorded on the 28/03/2024.

VCM overpressure and ground vibration for the quarter was compliant and did not exceed the blasting criteria declared in the project approval and Blast Management Plan (BMP).

Table 4 Max Peak Overpressure and Ground Pressure for the Quarter

Monitor Location	Date	Max. Peak Overpressure (dB)	Criterion (dB)	Date	Max. Peak Ground Pressure (mm/s)	Criterion (mm/s)
B-01	28/03/24	108.8	**133**	28/03/24	0.62	**10**
B-02	28/03/24	113	**N/A**	28/03/24	1.21	**80**
B-03	28/03/24	104.6	**120**	12/02/24	0.29	**10**

Air Quality Monitoring

Real-time Air Monitoring ($PM_{2.5}$ and PM_{10})

Two real-time air quality monitoring units are located on private property adjacent to the Vickery Coal Mine. PM1 is located at Lanreef and PM2 at Mirrabinda to the south and south-west of the operations. These are used as both a compliance and an operational management tool. Dust levels nearing or reaching the nominated criteria will trigger actions onsite to assess the source of dust and modify operations if it is determined to be related to Vickery operations. Additional air quality monitoring units are located at Wil-gai and Roseberry and these are used for additional information and operational management. These units are associated with other regional operations at Tarrawonga and Rocglen.

Figure 1: TEOM and blast monitor installed at Lanreef

Water Monitoring

Groundwater

Routine groundwater monitoring has been conducted 6 monthly since 2021. In October 2023, Hydra-sleeve monitoring was introduced to Vickery's groundwater bores.

Table 5 Groundwater results summary

Site	Date	SWL (mbgl)	pH (units)	Elect. Conductivity (µS/cm)
GW01	October 23	8.53	7.37	1010
	January 24	9.19	7.68	1280
	April 24			
	July 24			
	December 24			
GW02	October 23	8.48	7.53	886
	January 24	8.78	7.99	974
	April 24			
	July 24			
	December 24			
GW-11	October 23	16.70	6.7	4390
	January 24	16.64	7.05	4400
	April 24			

Site	Date	SWL (mbgl)	pH (units)	Elect. Conductivity (µS/cm)
	July 24			
	December 24			
GW-9	October 23	17.76	7.63	5840
	January 24	18.4	6.2	3110
	April 24			
	July 24			
	December 24			
SB01	October 23	7.19	7.52	1610
	January 24	7.38	7.9	1720
	April 24			
	July 24			
	December 24			
SB02	October 23	9.46	7.29	7210
	January 24	9.74	7.68	7480
	April 24			
	July 24			
	December 24			
SB04	October 23	7.33	7.50	2570
	January 24	7.64	7.97	3390
	April 24			
	July 24			
	December 24			
SB05	October 23	7.73	7.77	3820
	January 24	8.11	8.14	3610
	April 24			
	July 24			
	December 24			
SB06	October 23	8.87	7.71	3370
	January 24	8.98	8.01	3280
	April 24			
	July 24			
	December 24			
SB07	October 23	8.79	7.49	886
	January 24	8.83	7.96	946
	April 24			

Site	Date	SWL (mbgl)	pH (units)	Elect. Conductivity (µS/cm)
	July 24			
	December 24			
SB08	October 23	7.70	7.33	986
	January 24	7.63	7.67	1090
	April 24			
	July 24			
	December 24			
SB09	October 23	7.22	7.68	934
	January 24	7.49	8.05	993
	April 24			
	July 24			
	December 24			
SB10	October 23	8.15	7.57	1830
	January 24	8.21	7.98	2000
	April 24			
	July 24			
	December 24			
SB11	October 23	8.6	7.68	1030
	January 24	9.19	8.13	1120
	April 24			
	July 24			
	December 24			
SB15	October 23	9.12	7.34	974
	January 24	9.57	7.76	1040
	April 24			
	July 24			
	December 24			
VNW223	October 23	22.01	-	-
	January 24	21.9	-	-
	April 24			
	July 24			
	December 24			
VNW394	October 23	6.49	7.27	5590
	January 24	6.53	7.43	5340
	April 24			

Site	Date	SWL (mbgl)	pH (units)	Elect. Conductivity (µS/cm)
	July 24			
	December 24			
VNW395	October 23	7.26	7.59	470
	January 24	7.3	8.07	1130
	April 24			
	July 24			
	December 24			
GW03	October 23	7.23	7.32	839
	January 24	7.27	7.64	882
	April 24			
	July 24			
	December 24			
GW-7	October 23	27.86	8.85	4330
	January 24	27.8	8.84	4220
	April 24			
	July 24			
	December 24			
GW-8	October 23	21.74	7.42	3900
	January 24	21.69	7.59	4000
	April 24			
	July 24			
	December 24			
MD01	October 23	27.68	11.8	1690
	January 24	27.57	11.3	1470
	April 24			
	July 24			
	December 24			
MD02	October 23	40.30	6.89	1160
	January 24	40.03	7.41	1310
	April 24			
	July 24			
	December 24			
TR18	October 23	12.92	6.94	13000
	January 24	13.17	7.48	13800
	April 24			

Site	Date	SWL (mbgl)	pH (units)	Elect. Conductivity (µS/cm)
	July 24			
	December 24			
TR26	October 23	12.24	7.32	6100
	January 24	12.21	7.59	8440
	April 24			
	July 24			
	December 24			
TR35	October 23	18.04	7	14900
	January 24	11.23	7.46	17400
	April 24			
	July 24			
	December 24			
TR7	October 23	9.75	6.99	14800
	January 24	9.69	7.67	15900
	April 24			
	July 24			
	December 24			
VKY034C	October 23	39.61	7.31	3500
	January 24	40.27	7.78	3120
	April 24			
	July 24			
	December 24			
VKY035C	October 23	42.01	7.20	3200
	January 24	42.04	7.86	3120
	April 24			
	July 24			
	December 24			
VKY036C	October 23	49.17	7.17	5500
	January 24	49.88	7.63	5980
	April 24			
	July 24			
	December 24			
VKY042C	October 23	42.56	6.89	5540
	January 24	42.8	7.58	5940
	April 24			

Site	Date	SWL (mbgl)	pH (units)	Elect. Conductivity (µS/cm)
	July 24			
	December 24			
VKY043C	October 23	15.7	7.84	2950
	January 24	15.82	8.35	2900
	April 24			
	July 24			
	December 24			
VNW390	October 23	9.36	7.22	2310
	January 24	9.37	7.59	2300
	April 24			
	July 24			
	December 24			
VNW391	October 23	7.76	7.34	2420
	January 24	7.79	7.73	2330
	April 24			
	July 24			
	December 24			
VNW392	October 23	6.21	7.08	3380
	January 24	6.24	7.21	3350
	April 24			
	July 24			
	December 24			
VNW393	October 23	10.48	7.91	2690
	January 24	10.57	7.74	2840
	April 24			
	July 24			
	December 24			

Surface Water

Water storage onsite is expected to be sufficient for at least 12 months. VCM has not undertaken any discharges during the period.

Table 6 Surface Water Results for January, February & March

January	Namoi DS 1	Namoi DS 2	Namoi DS 3	Namoi US
pH	8.3	8.1	8.4	8.2
Temperature	27.2	26.8	27.6	27
Electrical Conductivity	437	428	427	423
TSS	278	289	286	279
Oil & Grease	<5	<5	<5	<5
February	Namoi DS 1	Namoi DS 2	Namoi DS 3	Namoi US
pH	8.18	8.41	8.54	8.41
Temperature	26.4	26.3	27.3	26.4
Electrical Conductivity	423	421	421	418
TSS	394	370	363	368
Oil & Grease	<5	<5	<5	<5
March	Namoi DS 1	Namoi DS 2	Namoi DS 3	Namoi US
pH	8.07	7.93	8.28	8.37
Temperature	23.1	22.8	24	21.4
Electrical Conductivity	560	544	584	564
TSS	318	294	304	296
Oil & Grease	<5	<5	6	<5

VCM has recorded 69 mm of rain for 2024, so far.

Table 7 Annual Rainfall

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Monthly Rain (mm)	29.6	34.4	5										69
Cumula-tive (mm)	29.6	64	69										

Clearing

Clearing is currently ongoing at Vickery. Topsoil and Subsoil is being stored separately in designated stockpiles areas. The stockpiles will be ripped and seeded to maintain viability for rehabilitation.

Figure 2: Topsoil and Subsoil Stockpiles

Complaints

One complaint received during the reporting period.

Complainant advised Environmental Superintendent that they did not receive the blast notification text. The online SMS messaging portal was updated to include landholder and complainant advised.

Approvals

The Environmental Protection Licence (EPL) Variation was received on the 18th August 2023.

Environmental Management Plans

Approvals

The Water Management Plan was updated and approved by the DPE.

The Social Impact Management Plan was approved by the DPE.

All the approved Management Plans are available on the WHC website.

The Blast Management Plan has be updated to include a Road Closure Protocol.

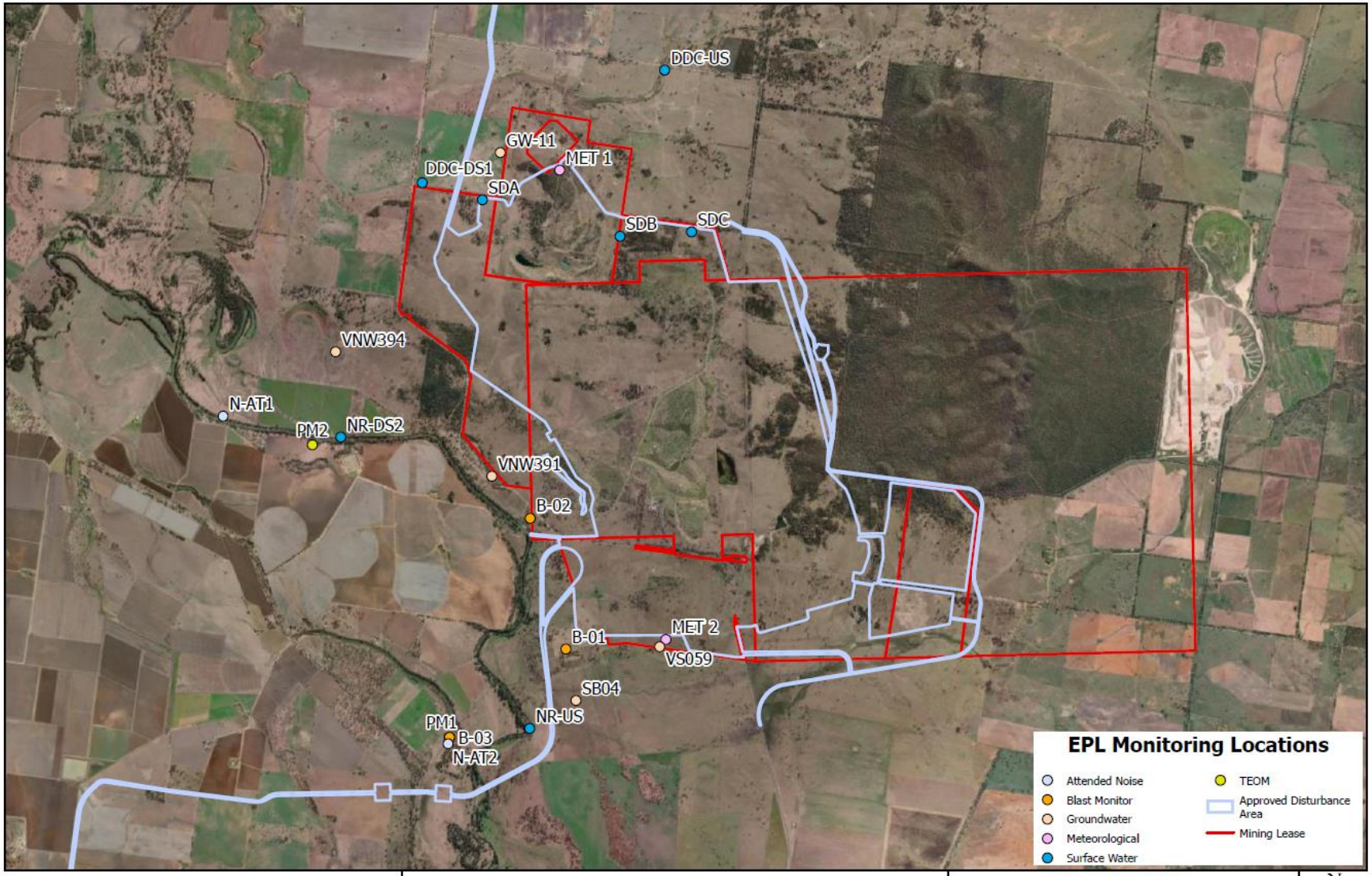
Proposed amendments

The Noise Management Plan will be updated to reflect the amended monitoring locations and incorporate road noise monitoring conducted by Tarrawonga Coal Mine on the haulage route.

The Traffic Management Plan will be updated to include amended haulage hours following Tarrawonga Coal Mine's approval of MOD8 to MP11_0047.

Other management plans may be updated with administrative amendments to reflect the early mining project scope.

Appendix A



WHITEHAVEN COAL

Vickery Coal Mine
EPL Monitoring Locations

Date: Sept 2023
MGA Zone 56
Scale: 1:68,000
Author: A. Quiroz

N

15.1 RESOLUTIONS REGISTER - APRIL TO MAY 2024

Responsible Officer: **Jason Townsend, Manager Governance and Risk**

Author: **Kira O'Neil, Governance Support Officer**

Attachments:
1. **Outstanding Resolution Register - as at 20 May 2024**
2. **Completed Resolution Register - as at 20 May 2024**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader for the community

Objective 4.1 A transparent and accountable Council

Strategy 4.1.4 Ensures transparent and accountable decision making for our community

EXECUTIVE SUMMARY

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 20 May 2024, is therefore presented to Council.

RECOMMENDATION

1. **That Council receive and note the outstanding Resolutions Register as at 20 May 2024.**
2. **That Council receive and note the completed Resolutions Register as at 20 May 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 20 May 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

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	**MINUTE 224/2018** **That Council:** **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:** **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	30/06/2024	**22 Apr 2024 11:34am Director Financial and Commercial Services - Target Date Revision** Target date changed by Director Financial and Commercial Services from 01 June 2023 to 30 June 2024 - Due date extended to account for development of Project Plan.
2	26/02/2019	025/2019	Single Property - Amendment to Local Government Boundary	**MINUTE 025/2019** **That Council:** **1. Support the proposed boundary change.** **2. Seek a Council resolution from Moree Plains Shire Council 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.
3	23/02/2021	038/2021	Provision Of New Doctors Residence in Boggabri	**MINUTE 038/2021** **1. That Council provide a suitable prefabricated home on vacant Council land at 37 Dalton Street Boggabri, at an estimated cost of $274,800.** **2. That the provision of the home be funded from the Maules Creek Coal Voluntary Planning Agreement (VPA) for Boggabri Community projects.** **3. 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.** **4. 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.** **5. 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.
4	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.

Outstanding Actions

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
5	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
6	23/08/2022	CO-282/2022	Road Opening and Closure at 3206 Killarney Gap Road Narrabri	**MINUTE CO-282/2022** 1. That Council; 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 *Roads Act 1993* (NSW). c. completes the required Council Road Opening Process under Part 2 Division 1 of the *Roads Act 1993* (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
7	27/09/2022	293/2022	Notice of Motion – Roads	**MINUTE 293/2022** 1. That NSC investigate and report on the following; 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	**21 May 2024 2:33pm Director Infrastructure Delivery** Councillor briefing scheduled in July for Scoping Report

Outstanding Actions

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
8	22/11/2022	373/2022	Notice of Motion – Wee Waa Lagoon Bridge Extension	**MINUTE 373/2022** **1. That Narrabri Shire Council seek funding under the NSW Betterment fund or similar State or Commonwealth resilience fund for the following purposes:** **(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	**22 Apr 2024 10:50am Director Infrastructure Delivery** Initial stakeholder meeting scheduled early May
9	22/08/2023	213/2023	Proposed Amendment to Narrabri Local Environmental Plan (LEP) 2012 – Additional Permitted Use	**MINUTE 213/2023** **1. That Council prepare a Planning Proposal to amend the Narrabri Local Environmental Plan 2012, pursuant to section 3.33 of the *Environmental Planning and Assessment Act 1979* (NSW) to permit the land use 'retail premises' on Lots 10 and 11 in DP1242823, 10 and 11 Caroline Way, Narrabri.** **2. 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 *Environmental Planning and Assessment Act 1979* (NSW).** **3. That Council undertake community and government agency consultation in accordance with the requirements of the gateway determination and Council's adopted Policy.** **4. 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
10	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	**22 Apr 2024 11:03am Governance Support Officer** 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
11	26/03/2024	054/2024	Fee Waiver for Burial Interment	**MINUTE 054/2024** 1. That Council will review its policy regarding concessions for certain burials/interments in its next Policy review cycle.	Manager Governance and Risk	25/04/2024	30/09/2024	**22 Apr 2024 11:35am Director Financial and Commercial Services – Reallocation** Action reassigned to Manager Governance and Risk by Director Financial and Commercial Services – Jason Townsend to drive Policy Review
12	30/04/2024	074/2024	Wee Waa NAB building CBD Memorial Grove and Dangar Park Masterplans	**MINUTE 074/2024** 1. That Council endorse the draft Wee Waa CBD and Surrounds Masterplan 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 Masterplan. 2. That a report be returned to Council following the conclusion of the Public Exhibition Period to the next available Ordinary Council Meeting detailing the results of the public exhibition.	Manager Parks and Open Spaces	30/05/2024	30/05/2024	**10 May 2024 1:27pm Director Infrastructure Delivery** Plan currently on public exhibition for a period of 28 days, community engagement ongoing throughout this period.
13	30/04/2024	075/2024	Naming of a public asset – Park Bench in honour of DR. Robert Anderson	**MINUTE 075/2024** 1. That Council receive and note the report on the naming of a park bench to be installed in Selina Street Open Space area known as Lot 1 Section 6 DP 939800. 2. That Council name the park bench in honour of Dr. Robert (Bob) Anderson. 3. That Council note that Rotary of Narrabri will be responsible for the costs associated with the supply of the proposed park bench and concrete slab in accordance with Council's specifications. 4. That Council undertake the installation works at the expense of the Narrabri Rotary Club. 5. Upon completion Council retain ownership of the asset.	Land and Leasing Coordinator	30/05/2024	30/05/2024	**08 May 2024 3:21pm Governance Support Officer – Reallocation** Action reassigned to Land and Leasing Coordinator by Governance Support Officer – Please action as required.
14	30/04/2024	067/2024	Current Community Advocacy Opportunities – April 2024	**MINUTE 067/2024** 1. That Council receive and note the Report on April 2024 community advocacy opportunities. 2. That Council endorse the draft organisational submission on the NSW Reconstruction Authority – Review of the NSW Reconstruction Authority Act 2022. 3. That Council endorse the draft organisational submission on the Inquiry into the Prevention of Cruelty to Animals Amendment (Virtual Stock Fencing Bill) 2024.	Director Planning and Sustainability	30/05/2024	30/05/2024	
15	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	31/02/2023	20/02/2024	Item dealt with 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".

Resolution Register
(Completed)

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

Printed:
21 May 2024
3:58 PM

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Target Date	Completed	Current Status
1	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	22/04/2024	**22 Apr 2024 10:49am Director Infrastructure Delivery - Completion** Completed by Director Infrastructure Delivery (action officer) on 22 April 2024 at 10:49:56 AM - Information sent to Gunnedah
2	19/12/2023	343/2023	Application for Concessional Use of The Crossing Theatre- ADFAS Arts	**MINUTE 343/2023** **1. That Council approve the concessional use rate of 50% of the Room Hire to ADFAS Arts for seven (7) Lectures scheduled in 2024.**	Manager Entertainment and Leisure Services	18/01/2024	22/04/2024	**22 Apr 2024 10:29am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Manager Entertainment and Leisure Services (action officer) on 22 April 2024 at 10:29:24 AM - Approval sent Doc ID 2127866
3	19/12/2023	344/2023	Application for Concessional Use of The Crossing Theatre- Narrabri Arts Eisteddfod Inc.	**MINUTE 344/2023** **1. That Council approve the concessional use rate of 50% to Narrabri Arts Eisteddfod Inc.**	Manager Entertainment and Leisure Services	18/01/2024	22/04/2024	**22 Apr 2024 10:33am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Manager Entertainment and Leisure Services (action officer) on 22 April 2024 at 10:33:35 AM - Approval sent Doc ID 2127870
4	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.**	Director Infrastructure Delivery	18/01/2024	22/04/2024	**22 Apr 2024 10:25am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Infrastructure Delivery (action officer) on 22 April 2024 at 10:25:42 AM - Master Plan presented at February 2024 Ordinary Council Meeting for Adoption.
5	19/12/2023	342/2023	Application for Concessional Use of The Crossing Theatre- St Francis Xaviers School	**MINUTE 342/2023** **1. That Council approve the concessional use rate of 50% of the Room Hire to St Francis Xaviers School.**	Manager Entertainment and Leisure Services	18/01/2024	22/04/2024	**22 Apr 2024 10:31am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Manager Entertainment and Leisure Services (action officer) on 22 April 2024 at 10:31:17 AM - Approval sent Doc ID 2127851
6	19/12/2023	346/2023	2022/2026 Youth Strategy - Public Exhibition	**MINUTE 346/2023** **1. That Council endorse the draft 2022/2026 Youth Strategy 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 draft document.** **2. That a report be returned to Council following the conclusion of the Public Exhibition Period to the next available Ordinary Council Meeting.**	Director Planning and Sustainability	18/01/2024	22/04/2024	**22 Apr 2024 10:13am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Planning and Sustainability (action officer) on 22 April 2024 at 10:13:34 AM - Youth Strategy presented for adoption at the February 2024 Ordinary Council Meeting.

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7	19/12/2023	349/2023	Notice of Motion - Mount Kaputar Road Advocacy	**MINUTE 349/2023** **1. That Council write to and organise a meeting with the local member, Mr Roy Butler, relevant ministers (both Federal and NSW) and any other relevant parties as needed in order to seek funding or co-funding to seal and upgrade Mt Kaputar Road SR005.** **2. That Council simultaneously investigate if/how much monetary value could be co-contributed and identify any grants to possible and apply as required.**	Executive Assistant	18/01/2024	22/04/2024	**22 Apr 2024 10:32am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Executive Assistant (action officer) on 22 April 2024 at 10:32:23 AM - Completed.
8	19/12/2023	352/2023	Applications for Community Financial Assistance Grant (CFAG) Round 2 2023-24	**MINUTE 352/2023** **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:** **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.**	Director Planning and Sustainability	18/01/2024	22/04/2024	**22 Apr 2024 10:46am Director Planning and Sustainability - Completion** Completed by Director Planning and Sustainability (action officer) on 22 April 2024 at 10:46:43 AM - Completed in accordance with the terms of Council's resolution.
9	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.**	Director Infrastructure Delivery	18/01/2024	22/04/2024	**22 Apr 2024 10:48am Director Infrastructure Delivery - Completion** Completed by Director Infrastructure Delivery (action officer) on 22 April 2024 at 10:48:07 AM - Presented in April OCM

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10	19/12/2023	348/2023	Notice of Motion - Rangari Road Advocacy	**MINUTE 348/2023** **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.**	Director Infrastructure Delivery	18/01/2024	22/04/2024	**22 Apr 2024 10:33am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Infrastructure Delivery (action officer) on 22 April 2024 at 10:33:06 AM - Completed.
11	19/12/2023	335/2023	Resolutions Register - November to December 2023	**MINUTE 335/2023** **1. That Council receive and note the outstanding Resolutions Register as at 14 December 2023.** **2. That Council receive and note the completed Resolutions Register as at 14 December 2023.**	General Manager	18/01/2024	22/04/2024	**22 Apr 2024 10:07am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of General Manager (action officer) on 22 April 2024 at 10:07:03 AM - No further action required.
12	19/12/2023	336/2023	Investment Report - November 2023	**MINUTE 336/2023** **1. That Council note the Investment Report for November 2023.**	Director Financial and Commercial Services	18/01/2024	22/04/2024	**22 Apr 2024 10:07am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Financial and Commercial Services (action officer) on 22 April 2024 at 10:07:25 AM - No further action required.

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13	19/12/2023	332/2023	Mayoral Minute - Duck Creek Pilliga Fire	**MINUTE 332/2023** **I, as the Mayor of Narrabri Shire Council, hereby move the following motion:** **1. Gratitude to Volunteers and Emergency Services: This Council extends its heartfelt thanks to all the members of the Narrabri Shire Community who have assisted with the fire emergency, volunteers, firefighters (both volunteers and full-time staff) from all over the State, the aviation crew, members of all support agencies, and the local NSW Police team. Their tireless efforts and dedication in managing the challenging Duck Creek Pilliga fire are immensely appreciated.** **2. Community Acknowledgement: On behalf of the Narrabri community, we extend a big thank you to all the fire crews. We recognise the difficult days ahead and deeply value the continued commitment and bravery displayed in these trying times.** **3. Special Recognition: A special note of thanks is directed to our own Director of Infrastructure, Eloise Chaplin, for her exemplary leadership in chairing the daily Local Emergency Management Committee meetings. Additionally, we commend the other Narrabri Shire staff who have been assisting the LEMC.** **4. Council Staff Appreciation: A profound thank you to all Narrabri Shire Council staff who have committed long, exhausting hours. Their crucial roles in supporting fire crews, managing road closures, maintaining communications, and providing logistical support to emergency services teams have been pivotal in our collective response to this emergency.** **This motion recognises the extraordinary efforts of everyone involved in combating the Duck Creek Pilliga fire. Their dedication not only demonstrates their professionalism but also their deep commitment to our community. As Mayor, I express my sincerest gratitude on behalf of the Council and the residents of Narrabri Shire.**	Executive Assistant	18/01/2024	22/04/2024	**22 Apr 2024 10:07am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Executive Assistant (action officer) on 22 April 2024 at 10:07:54 AM - No further action required.
14	19/12/2023	334/2023	Delegate Report - Minutes of the Narrabri Mine Community Consultative Committee (CCC) Meeting - 7 December 2023 (draft)	**MINUTE 334/2023** **1. That Council note the Delegate Report on the draft minutes of the Narrabri Mine Community Consultative Committee meeting held on 7 December 2023.**	Executive Assistant	18/01/2024	22/04/2024	**22 Apr 2024 10:26am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Executive Assistant (action officer) on 22 April 2024 at 10:26:10 AM - No further action required.

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15	19/12/2023	339/2023	Planning and Development Report - November 2023	**MINUTE 339/2023** **1. That Council receive the Planning and Development Report for November 2023.** **2. That Council receive and note Andrew Watson's written resignation from the Floodplain Risk Management Committee dated 7 November 2023 and thanks him for his service to the Committee.** **3. That Council calls for an Expression of Interest to fill the vacant position on the Narrabri Floodplain Risk Management Committee.**	Manager Planning and Development	18/01/2024	22/04/2024	**22 Apr 2024 10:32am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Manager Planning and Development (action officer) on 22 April 2024 at 10:32:03 AM - Noted by Manager Planning and Development.
16	19/12/2023	340/2023	Submission on the Local Government Remuneration Tribunal's 2024 Review of Local Government Remuneration	**MINUTE 340/2023** **1. That Council endorse the submission to the 2024 Review of Local Government Remuneration as shown as Attachment 1 to this Report.**	Director Financial and Commercial Services	18/01/2024	22/04/2024	**22 Apr 2024 10:30am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Financial and Commercial Services (action officer) on 22 April 2024 at 10:30:41 AM - Submission signed by GM and sent to the NSW Local Government Remuneration Tribunal on 20 December 2023 (ECM 2122240)
17	19/12/2023	337/2023	Monthly Financial Report - November 2023	**MINUTE 337/2023** **1. That Council note the Monthly Financial reports for November 2023.**	Director Financial and Commercial Services	18/01/2024	22/04/2024	**22 Apr 2024 10:06am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Financial and Commercial Services (action officer) on 22 April 2024 at 10:06:44 AM - No further action required.
18	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	22/04/2024	**22 Apr 2024 10:26am Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Financial and Commercial Services (action officer) on 22 April 2024 at 10:26:25 AM - No further action required.
19	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	22/04/2024	**22 Apr 2024 10:48am Director Infrastructure Delivery - Completion** Completed by Director Infrastructure Delivery (action officer) on 22 April 2024 at 10:48:29 AM - Letter sent to Minister
20	26/03/2024	046/2024	2024 Local Roads Congress	**MINUTE 046/2024** **1. That Council nominates Cr Brett Dickinson to attend the 2024 Roads Congress taking place in Sydney on 3 June 2024.**	Executive Assistant	25/04/2024	29/04/2024	**29 Apr 2024 3:19pm Executive Assistant - Completion** Completed by Executive Assistant (action officer) on 29 April 2024 at 3:19:35 PM - Cr Dickinson registered to attend
21	26/03/2024	045/2024	Draft Transport for NSW (TfNSW) Customer Journey Resilience Plan - New England North West	**MINUTE 045/2024** **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.**	Director Planning and Sustainability	25/04/2024	22/04/2024	**22 Apr 2024 10:47am Director Planning and Sustainability - Completion** Completed by Director Planning and Sustainability (action officer) on 22 April 2024 at 10:47:03 AM - Completed in accordance with the terms of Council's resolution.
22	26/03/2024	044/2024	Motions for National General Assembly 2024	**MINUTE 044/2024** **1. That Council authorise the General Manager to present the following motions to the 2024 National General Assembly of Local Government:**	Director Planning and Sustainability	25/04/2024	22/04/2024	**22 Apr 2024 10:46am Director Planning and Sustainability - Completion** Completed by Director Planning and Sustainability (action officer) on 22 April 2024 at 10:46:55 AM - Completed in accordance with the terms of Council's resolution.

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				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.				

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				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.				
23	30/04/2024	071/2024	Delegate Report - Country Mayors Association Regional Housing Conference in Forbes - 8-9 April 2024	MINUTE 071/2024 1. That Council note the Delegate Report on the Country Mayors Association Regional Housing Conference held in Forbes on 8-9 April 2024.	Executive Assistant	30/05/2024	08/05/2024	**08 May 2024 2:58pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Executive Assistant (action officer) on 08 May 2024 at 2:58:51 PM - No further action required.
24	30/04/2024	072/2024	Delegate Report - Minutes of the Leard Forest Precinct Environmental Trust Inc Meeting - 14 March 2024	MINUTE 072/2024 1. That Council note the Delegate Report on the draft minutes of the Leard Forest Precinct Environmental Trust Inc. Extraordinary meeting held on 14 March 2024.	Executive Assistant	30/05/2024	08/05/2024	**08 May 2024 2:58pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Executive Assistant (action officer) on 08 May 2024 at 2:58:23 PM - No further action required.

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25	30/04/2024	069/2024	Adoption of the Narrabri Shire Council Drought Management Plan	**MINUTE 069/2024** **1. That Council adopt the Narrabri Shire Council Drought Management Plan, as attached in this report.** **LOST 3/4**	Director Infrastructure Delivery	30/05/2024	10/05/2024	**10 May 2024 1:35pm Director Infrastructure Delivery - Completion** Completed by Director Infrastructure Delivery (action officer) on 10 May 2024 at 1:35:22 PM - Plan to be revised and brought back to Council for a briefing session
26	30/04/2024	070/2024	Minutes of the Narrabri Airport Advisory Committee Meeting held on 19 September 2023	**MINUTE 070/2024** **1. That the Minutes of the Narrabri Airport Advisory Committee Meeting held on 19 September 2023 be received and the proposed actions therein be adopted.**	Director Financial and Commercial Services	30/05/2024	21/05/2024	**21 May 2024 2:58pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Financial and Commercial Services (action officer) on 21 May 2024 at 2:58:59 PM - No further action required.
27	30/04/2024	073/2024	Delegate Report - Minutes of the Narrabri Mine Community Consultative Committee Meeting - 13 March 2024	**MINUTE 073/2024** **1. That Council note the Delegate Report on the draft minutes of the Narrabri Mine Community Consultative Committee meeting held on 13 March 2024.**	Executive Assistant	30/05/2024	08/05/2024	**08 May 2024 2:58pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Executive Assistant (action officer) on 08 May 2024 at 2:58:38 PM - No further action required.
28	30/04/2024	081/2024	Business Paper and Unconfirmed Minutes of the Audit, Risk and Improvement Committee	**MINUTE 081/2024** **1. That council note the business papers and unconfirmed minutes of the audit, risk and improvement committee meeting held on Monday, 18 March 2024.** **2. That council endorse for the audit, risk and improvement committee business paper to be made available to councillors and accessed within council's information system due to the large amount of pages contained in the files.**	General Manager	30/05/2024	08/05/2024	**08 May 2024 3:30pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of General Manager (action officer) on 08 May 2024 at 3:30:35 PM - No further action required. Future audit, risk and improvement committee business paper to be made available to councillors and accessed within council's information system.
29	30/04/2024	082/2024	National Volunteer 2024 - Volunteer Of The Year Nomination	**MINUTE 082/2024** **1. That council determine nominee 3 as the recipient of the Narrabri shire volunteer of the year 2024.** **2. That council keep the outcome confidential until the winner is announced at the Narrabri volunteer morning tea to be held on Friday 24 May 2024 at the Narrabri RSL.**	Community Development Coordinator	30/05/2024	13/05/2024	**13 May 2024 12:04pm Community Development Coordinator - Completion** Completed by Community Development Coordinator (action officer) on 13 May 2024 at 12:04:22 PM - The winner will be announced on 24 May 2024 at the morning tea to be held at the RSL Club.
30	30/04/2024	076/2024	Crime Prevention Plan	**MINUTE 076/2024** **1. That the Narrabri Shire Crime Prevention Plan 2024/2028 be endorsed.**	Manager Tourism and Cultural Services	30/05/2024	21/05/2024	**21 May 2024 3:53pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Manager Tourism and Cultural Services (action officer) on 21 May 2024 at 3:53:07 PM - No further action required.
31	30/04/2024	077/2024	Minutes of the Saleyards Advisory Committee Meeting held on 27 May 2019	**MINUTE 077/2024** **1. That the Minutes of the Saleyards Advisory Committee Meeting held on 27 May 2019 be received.**	Director Financial and Commercial Services	30/05/2024	08/05/2024	**08 May 2024 3:21pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Financial and Commercial Services (action officer) on 08 May 2024 at 3:21:49 PM - No further action required.
32	30/04/2024	068/2024	Acceptance of Tenders Under Delegation - April 2023	**MINUTE 068/2024** **1. That Council note the determination of tenders under delegation for the period to March 2024.**	Director Infrastructure Delivery	30/05/2024	08/05/2024	**08 May 2024 3:17pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Infrastructure Delivery (action officer) on 08 May 2024 at 3:17:32 PM - No further action required.

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33	30/04/2024	060/2024	2022/2023 Draft Annual Financial Statements	**MINUTE 060/2024** **1. That Council formally adopt the draft Annual Financial Statements for the year ended 30 June 2023 as presented, for referral to audit.** **2. The Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer be authorised to sign the Statements by Councillors and Management on the preparation of the General Purpose and Special Purpose Financial Statements for the year ended 30 June 2023.** **3. The General Manager be delegated the authority to issue the audited Annual Financial Statements upon receipt of the auditors' reports, subject to there being no material audit changes or audit issues.** **4. That Council present the audited Annual Financial Statements and Auditors Reports to the public at a meeting to be held in conjunction with its next available Ordinary Council meeting.** **5. That the statement read by the Director of Financial and Commercial Services on this item be annexed to the minutes of this meeting.**	Manager Financial Services	30/05/2024	09/05/2024	**09 May 2024 10:24am Manager Financial Services - Completion** Completed by Manager Financial Services (action officer) on 09 May 2024 at 10:24:18 AM - No action required. Completed financial statements will be presented to Council upon completion of audit.
34	30/04/2024	061/2024	Infrastructure Delivery Status Report - March 2024	**MINUTE 061/2024** **1. That Council receive and note the Infrastructure Delivery Status Report for March 2024.** **2. That a report be provided into the matters raised by Mr Hatton with specific focus on changes in land form and drainage and any result in the increase in water inundation impacts on his property.**	Director Infrastructure Delivery	30/05/2024	21/05/2024	**21 May 2024 2:33pm Director Infrastructure Delivery - Completion** Completed by Director Infrastructure Delivery (action officer) on 21 May 2024 at 2:33:24 PM - Report tabled at the May 2024 Ordinary Council Meeting
35	30/04/2024	058/2024	Mayoral Appointments for the period 18 March to 19 April 2024	**MINUTE 058/2024** **1. That Council note the Mayoral appointments for the period 18 March to 19 April 2024.**	Executive Assistant	30/05/2024	08/05/2024	**08 May 2024 3:19pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Executive Assistant (action officer) on 08 May 2024 at 3:19:25 PM - No further action required.
36	30/04/2024	059/2024	Investment Report - March 2024	**MINUTE 059/2024** **1. That Council receive the Investment Report for March 2024.**	Director Financial and Commercial Services	30/05/2024	08/05/2024	**08 May 2024 3:02pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Financial and Commercial Services (action officer) on 08 May 2024 at 3:02:31 PM - No further action required.
37	30/04/2024	062/2024	Planning and Development Report - March 2024	**MINUTE 062/2024** **1. That Council receive the Planning and Development Report for March 2024.**	Director Planning and Sustainability	30/05/2024	08/05/2024	**08 May 2024 3:03pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Director Planning and Sustainability (action officer) on 08 May 2024 at 3:03:00 PM - No further action required.
38	30/04/2024	065/2024	Draft Internal Audit Charter	**MINUTE 065/2024** **1. That Council adopt the Draft Internal Audit Charter.**	Senior Corporate Risk Advisor	30/05/2024	21/05/2024	**21 May 2024 3:52pm Governance Support Officer - Completion** Completed by Governance Support Officer on behalf of Senior Corporate Risk Advisor (action officer) on 21 May 2024 at 3:52:43 PM - No further action required.

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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Target Date	Completed	Current Status
39	30/04/2024	066/2024	Review of Audit, Risk and Improvement Committee Terms of Reference	**MINUTE 066/2024** **1. That Council adopt the updated Audit, Risk and Improvement Committee Terms of Reference that have been updated to adapt to the model terms of reference as required in the Guidelines for Risk Management and Internal Audit for Local Government in NSW.** **2. That Council adopt the addition of reimbursement of reasonable travel costs for Audit, Risk and Improvement Committee Members (Chairperson included) into the Terms of Reference due to the significant rise of traveling and to encourage more attendance at the meetings by the Committee Members in the future as detailed below:** **a. Use of private vehicle – reimbursement at the rate per kilometre as determined in the Local Government (State) Award; and** **b. One (1) night accommodation per meeting – reimbursement of actual expense.**	Senior Corporate Risk Advisor	30/05/2024	21/05/2024	**21 May 2024 3:03pm Governance Support Officer – Completion** Completed by Governance Support Officer on behalf of Senior Corporate Risk Advisor (action officer) on 21 May 2024 at 3:03:21 PM – No further action required.
40	30/04/2024	063/2024	Resolutions Register – March to April 2024	**MINUTE 063/2024** **1. That Council receive and note the outstanding Resolutions Register as at 22 April 2024.** **2. That Council receive and note the completed Resolutions Register as at 22 April 2024.**	General Manager	30/05/2024	08/05/2024	**08 May 2024 3:08pm Governance Support Officer – Completion** Completed by Governance Support Officer on behalf of General Manager (action officer) on 08 May 2024 at 3:08:55 PM – No further action required.
41	30/04/2024	064/2024	Ordinary Council Meeting Schedule until September 2024	**MINUTE 064/2024** **1. That Council amend the meeting schedule as established at the September 2023 Ordinary Council Meeting to remove the Ordinary Council Meeting that was originally scheduled for 24 September 2024, due to the Local Government Election period.** **2. That Council will schedule an Extraordinary Council Meeting in October 2024, following the declaration of results from the 2024 Local Government Election.**	General Manager	30/05/2024	21/05/2024	**21 May 2024 3:01pm Governance Support Officer – Completion** Completed by Governance Support Officer on behalf of General Manager (action officer) on 21 May 2024 at 3:01:22 PM – Meeting schedule updated.
42	06/05/2024	085/2024	Draft 2024/2025 Operational Plan	**MINUTE 085/2024** **1. That Council endorse the following draft documents for public exhibition for a minimum period of 28 days pursuant to the requirements of the *Local Government Act 1993* (NSW):** **a. Draft 2024/2025Operational Plan (as tabled);** **b. Draft 2024/2025 Revenue Policy (as tabled);** **c. Draft 2024/2025 Fees and Charges (as tabled);** **d. Draft 2024/2025 Operational Budget (as attached); and** **e. Draft 2024/2025 Capital Works Program (as attached).**	General Manager	05/06/2024	08/05/2024	**08 May 2024 3:43pm Governance Support Officer – Completion** Completed by Governance Support Officer on behalf of General Manager (action officer) on 08 May 2024 at 3:43:02 PM – Draft 2024/2025 Operational Plan and Budget placed on Public Exhibition until 5:00pm Tuesday 4 June 2024. Following this submissions will be considered at the June 2024 Ordinary Council Meeting and the Operational Plan and Budget will be put forward for adoption.

15.2 OPERATIONAL AND SERVICE PLAN QUARTERLY REPORT - 1 JANUARY 2024 TO 31 MARCH 2024

Responsible Officer: **Jason Townsend, Manager Governance and Risk**

Author: **Alice Gemmell-Smith, Senior Governance Advisor**

Attachments: **1. Operational Plan Quarterly Report - Quarter 3 2023/2024**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader for the community

Objective 4.1 A transparent and accountable Council

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

EXECUTIVE SUMMARY

Council's Quarterly Operational Plan Report provides the community with an update on Council's progress in achieving its strategic objectives through specific actions, key performance measures and capital works projects. Quarterly Operational Plan Reporting lets the community track each service of Council regarding what that service is providing, at what cost and where works are occurring throughout the year. As at the end of the period, 85% of Council's Operational Plan Actions were either Completed or On Track to be achieved by 30 June 2024.

RECOMMENDATION

1. **That Council adopt the Quarter 3 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 January 2024 to 31 March 2024.**

BACKGROUND

The Integrated Planning and Reporting (IPR) Framework recognises that most communities share similar aspirations:

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

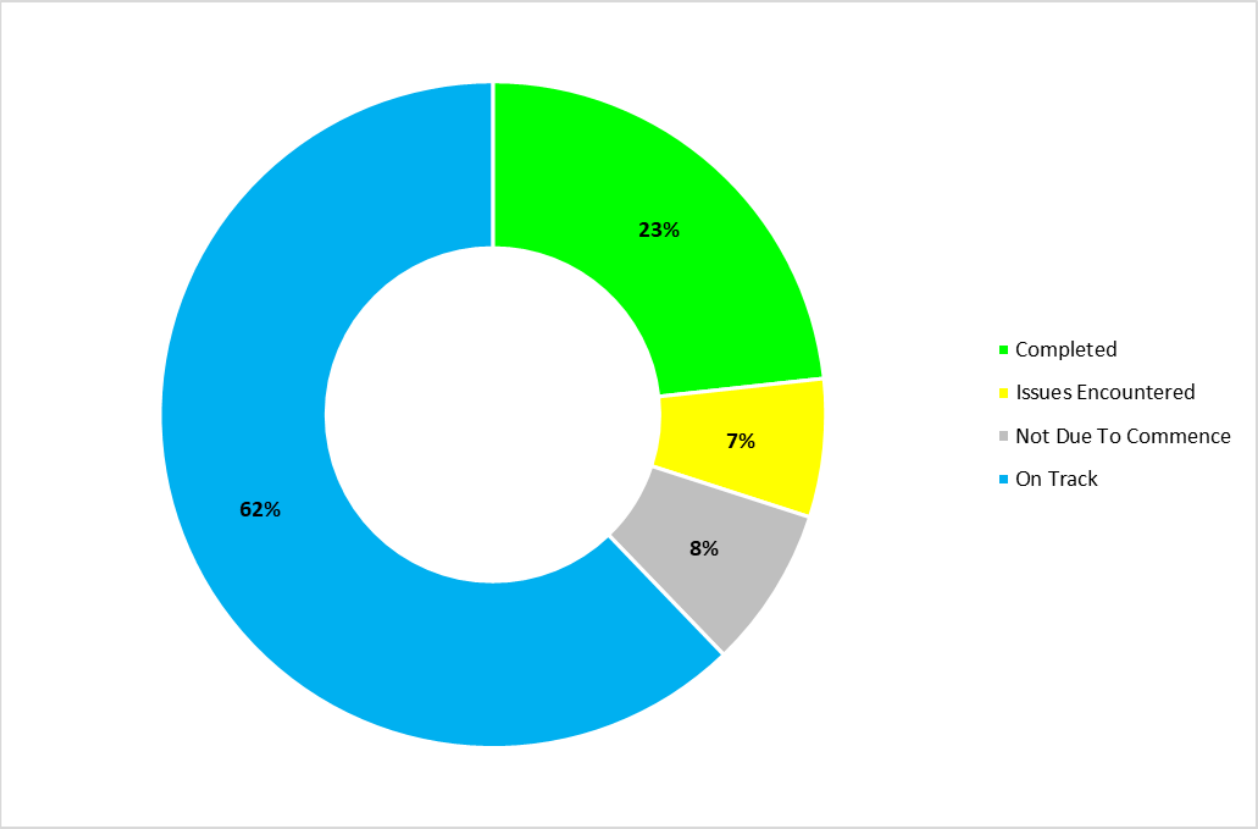
This framework allows NSW councils to draw their various plans together, understand how they interact and maximise efficiency by planning holistically and sustainably for the future.

CURRENT SITUATION

This report presents the Council's quarterly progress report against its Actions, Capital Works Program and Key Performance Measures for each of its service areas, as established in Council's IPR documents and related strategies.

The attached Quarterly Operational Plan Report is Council's progress for Quarter 3 2023/2024. The Quarterly Report for Quarter 3 2023/2024 shows that significant progress has been made towards achieving Council's 2023/2024 activities and capital works program.

Figure 1 –



FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

- *Local Government Act 1993* (NSW) s 8C.
- *Local Government (General) Regulation 2021* (NSW) reg 196A.

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Executive Management.
- Senior Management.

2023/2024

www.narrabri.nsw.gov.au

OPERATIONAL AND SERVICE PLAN

QUARTERLY REPORT

QUARTER 3 2023/2024

NARRABRI SHIRE
DISCOVER THE POTENTIAL

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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

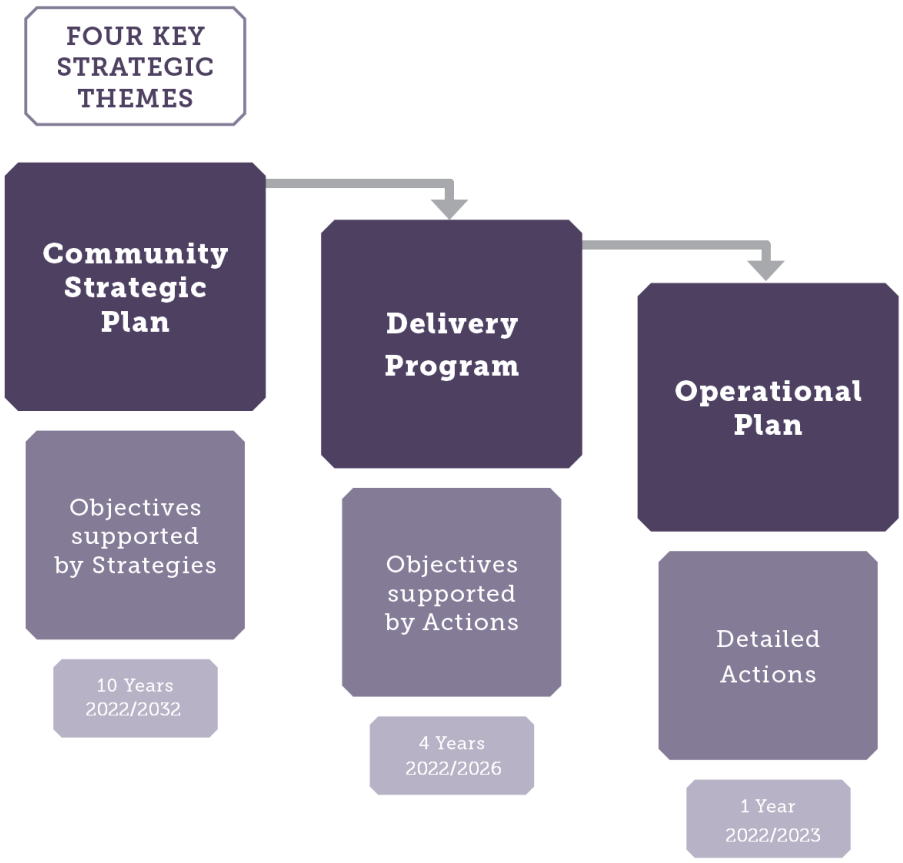
Council as strong leaders for the community

THE DELIVERY PROGRAM

The Strategies identified in the Community Strategic Plan flow down into the Delivery Program. The Delivery Program outlines how Council will deliver and resource these Strategies over the following four years. Council's Delivery Program measures the success of Council achieving its Strategies for the benefit of the community to which it serves.

Specific actions to be completed and the resources required for each financial year are explored further in Council's Operational Plan and Resourcing Strategy. The relationship between the Community Strategic Plan, Delivery Program and Operational Plan is demonstrated in the following figure.

Figure: Integrated Planning and Reporting Elements



Measuring and Monitoring our Success

Performance measures have been placed against the Strategies in the Delivery Program to enable the community and Council to monitor the achievement of critical success factors for each strategic priority area. Council will gather information on each performance measure and report to Council through bi-annual reviews on how Council and the community are tracking.

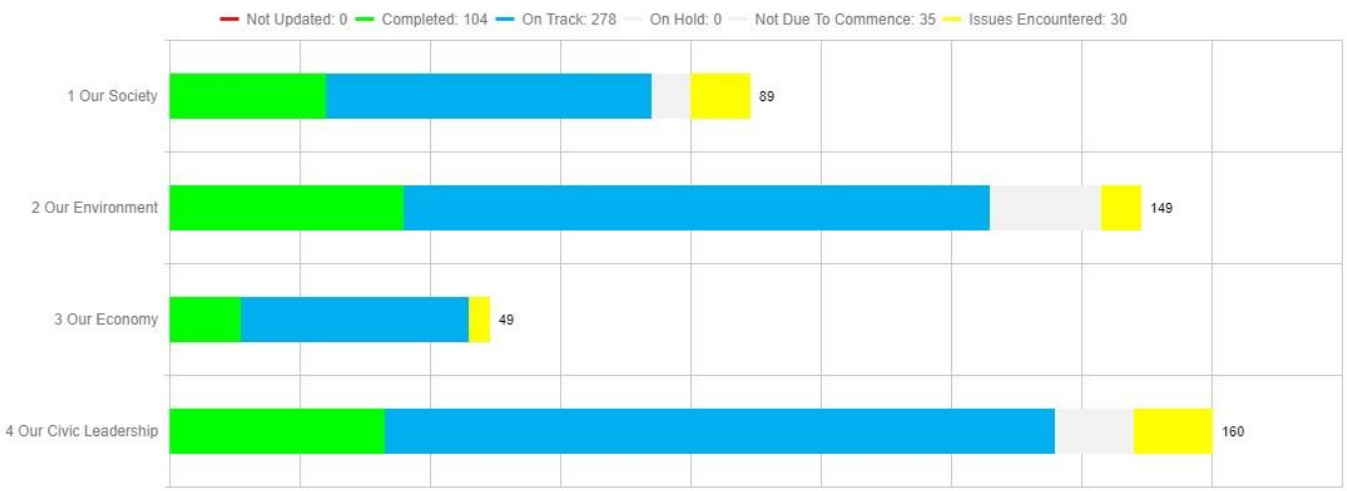
Council will continue to set measurable targets against its actions in the Operational Plan to allow Council to monitor its progress in achieving the plan.

Executive Summary

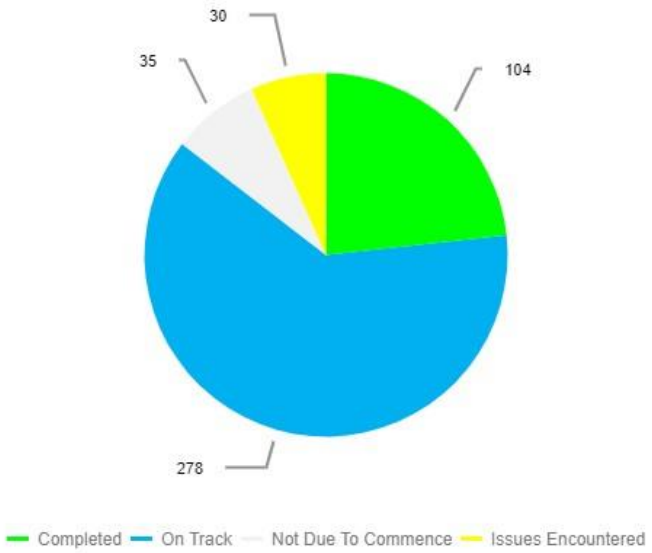
Council's Quarterly Service Report provides the community with an update on Council's progress in achieving its strategic objectives through specific actions, key performance measures and capital works programs. This allows the community to track each service regarding what it is providing, at what cost and where works are occurring throughout the year.

Theme	Not Due to Commence	Issues Encountered	On Track	Complete	Total
Our Society	6	9	50	24	**89**
Our Environment	17	6	90	36	**149**
Our Economy	0	3	35	11	**49**
Our Civic Leadership	12	12	103	33	**160**
	35	**30**	**278**	**104**	**447**

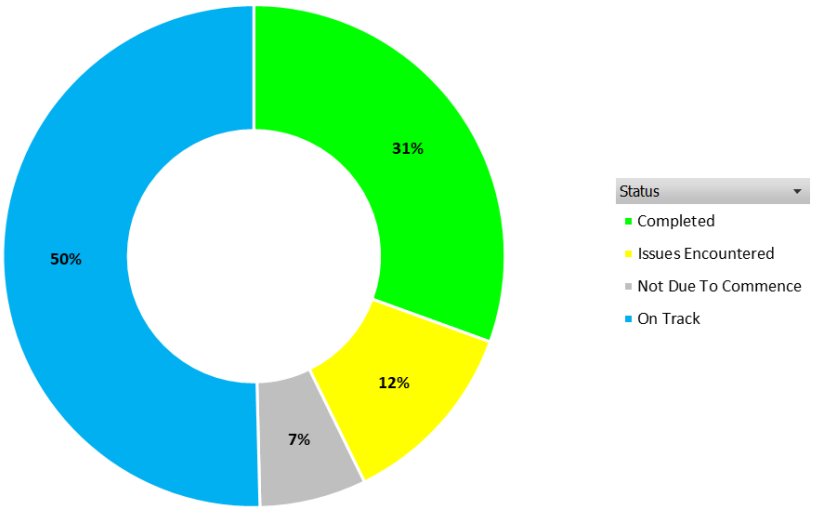
Progress by Theme – Quarter 3 2023/2024



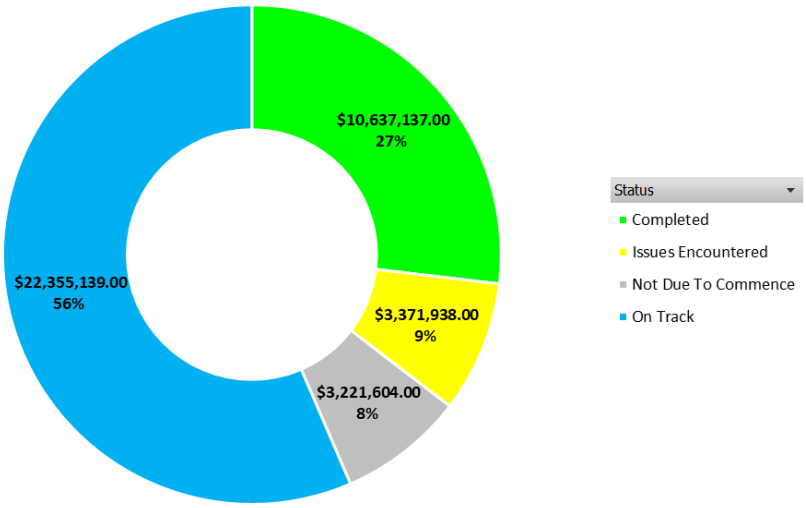
Progress by Action - Quarter 3 2023/2024



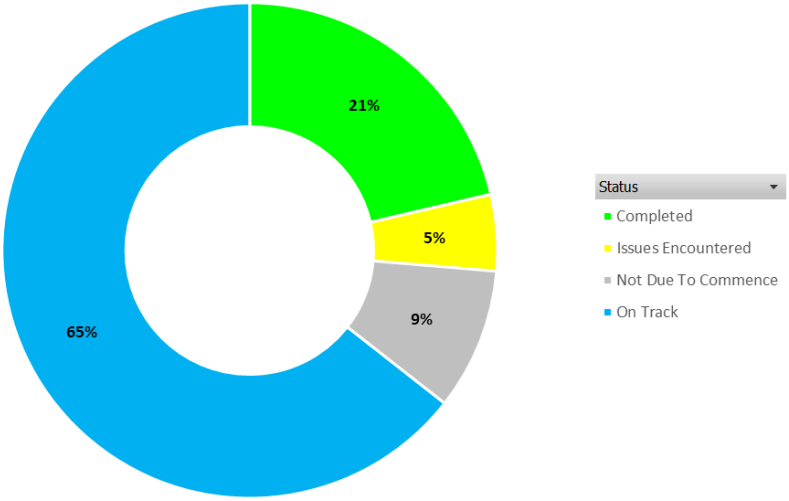
Progress of Capital Works – Quarter 3 2023/2024



Progress of Capital Works by Budget - Quarter 3 2023/2024



Progress of Operational Actions – Quarter 3 2023/2024



Performance Across the Service Areas

Not Due to Commence | Issues Encountered | On Track | Complete

Project Snapshot

Financial and Commercial Services

Customer and Information Services

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
4.3.2.19	Council Technological Upgrades - Client Devices (Laptops and Desktops)	30/06/2024	Further devices to be procured before the end of Quarter 4 2023/2024.	40%		$113,333.00	$113,333.00	$51,430.00
4.3.2.20	Council Technological Upgrades - Mobility Devices (Mobiles)	30/06/2024	More devices to be procured before the end of Quarter 4 2023/2024, which will be enrolled into Mobile Device Management (MDM) and distribute to nominated employees.	50%		$43,200.00	$43,200.00	$18,164.00
4.3.2.22	Council Technological Upgrades - Client Peripherals (Monitors)	30/06/2024	Final round of client peripherals (docks and monitors) for 2023/2024 will be ordered and rollout commenced in Quarter 4 2023/2024.	75%		$42,500.00	$42,500.00	$0.00
4.3.2.48	Council Records Digitation Project	30/06/2024	Records have been sent for digitisation. Digital records expected to be received in Quarter 4 2023/2024.	80%		$20,000.00	$0.00	$0.00
4.3.2.49	Network Switching Upgrades	30/06/2024	Equipment expected to be purchased by end of Quarter 4 2023/2024.	55%		$18,000.00	$18,000.00	$0.00

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
4.3.2.50	System Upgrades (Security)	30/06/2024	Renewal of primary firewall is complete and endpoint security uplift is currently being rolled out to new devices.	70%		$25,000.00	$25,000.00	$0.00
4.3.2.51	Narrabri - Depot - Replace Disaster Recovery System	30/06/2024	Investigations and scope of works have been undertaken and quotes received with the order expected to be sent and equipment rolled out Quarter 4 2023/2024 or Quarter 1 2024/2025.,	40%		$121,000.00	$121,000.00	$0.00

Commercial Services

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.1.1.5	Boggabri - Construct Doctor's House (VPA Funded) (Carryover 2022/2023)	30/06/2023	Due to elapsed time between funding and present day, significant escalation of costs and trades shortages have occurred. This project has been determined to be a 'High' risk due to the community expectations vs available VPA funding. Report to be brought to Council to determine strategic direction.	5%		$298,540.00	$1,621.00	$1,621.00
1.2.2.5	Boggabri, Wee Waa - Pool - Renew Access Stairs for Pool Entry (carryover 2022/2023)	30/06/2023	Project complete. Stairs were installed Quarter 2 2023/2024. Lifting equipment installed in Quarter 3 2023/2024.	100%		$0.00	$22,694.00	$22,694.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.2.2.6	Boggabri - Pool - Renew change room area (carryover 2022/2023)	30/06/2023	No response to Request for Quote. Pursuing individual contractors in order to get the project started.	20%		$0.00	$35,000.00	$1,044.00
1.2.2.13	Narrabri - Pool - Replace Tiles and Paint Pool Shell	30/06/2024	Project completed Quarter 2 2023/2024.	100%		$30,000.00	$29,375.00	$29,375.00
1.2.2.19	Wee Waa - Pool - Paint Pool Shell and Surrounds	30/06/2024	Property Services to carry out works that will overlap with another project. this will be delayed till Quarter 1 2024/2025.	15%		$20,000.00	$3,925.00	$3,925.00
1.2.2.21	Wee Waa - Pool - Replace the Gas BBQ with Electric (carryover 2022/2023)	30/06/2023	Installed and electrical connection completed Quarter 2 2023/2024. Installation of bench top completed Quarter 3 2023/2024. BBQ is now fully installed and operational.	100%		$0.00	$2,944.00	$1,900.00
1.2.2.22	Wee Waa - Pool - Remove asbestos from plant room	30/06/2024	Contractor engaged to remove asbestos and demolish pump shed once the summer swimming season finishes in April 2024.	30%		$130,000.00	$130,000.00	$713.00
1.2.2.52	Boggabri - Develop the old bowling club into a Civic Precinct (Carryover 2021/2022)	30/06/2022	Masterplan Option A was adopted by Council at the February 2024 Ordinary Council Meeting. Results have been released to the community. Pursuing architects for design and costings.	15%		$1,500,000.00	$251,278.00	$9,569.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.2.2.55	Narrabri - The Crossing Theatre - External refurbishment	30/06/2024	Stage 1 of external repairs will take place over two blocks - the first in May 2024 and the second in June 2024. The upgrade of the current entry to the carpark has been put on hold till Quarter 1 2024/2025 due to an overlap in projects involving further developments to the carpark.	15%		$150,000.00	$70,000.00	$2,417.00
1.2.2.57	Wee Waa - Old NAB Building - Refurbishment (Resources for Regions Funded)	30/06/2024	Community consultation revealed the need for a larger project to be delivered. The Master Plan has been developed based on the results of the community consultation and is scheduled to be presented to the April 2024 Ordinary Council meeting. Once endorsed by Council, further community consultation will be undertaken on the Draft Master Plan whilst on public exhibition to determine which approach the community would prefer. Once community consultation is undertaken the Master Plan will be presented back to Council for Adoption in June 2024. Once adopted, Council will be proceeding to design stage. Expected design stage 2024/2025.	0%		$1,500,000.00	$250,000.00	$3,806.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.2.2.62	Boggabri - Chemical Dosing (VPA Funded) (carryover 2022/2023)	30/06/2023	Majority of project finalised in 2022/2023. Minor works (including painting and repairs) completed in July 2023.	100%		$0.00	$1,263.00	$1,263.00
1.2.2.69	Narrabri - Pool - Replace auxillary equipment (pumps, valves, pipes etc)	30/06/2024	Indoor pool completed in March 2024 shut down. Final works to be completed in June 2024.	80%		$40,000.00	$40,000.00	$17,774.00
1.3.1.13	Narrabri - Old Gaol - Upgrade Design and Investigation	30/06/2024	Engineers report has been delayed by the contractor. This means capital works cannot be undertaken this financial year. Moving to 2024/2025.	0%		$30,000.00	$0.00	$0.00
1.3.1.14	Boggabri - Court House - Refurbishment Stage 2 (subject to funding)	30/06/2024	Request for Quote was unsuccessful and has been extended to Quarter 4 2023/2024.	5%		$70,000.00	$2,000.00	$138.00
2.1.4.9	Narrabri - Council Admin Building - Install Solar (Carryover 2022/2023)	30/06/2023	Contractor appointed Quarter 3 2023/2024. Materials ordered. Contractor awaiting approvals with expected start in May/June 2024.	20%		$150,000.00	$160,000.00	$3,514.00
2.1.4.10	Narrabri - Council Admin Building - Upgrade Electrical to increase capacity for solar (Carryover 2022/2023)	30/06/2023	Both distribution boards have been replaced to ensure RCD's are on all electrical circuits.	100%		$50,000.00	$49,825.00	$49,825.00
2.2.1.3	Narrabri - Airport - Install LED Apron (Grant Funded 50%)	30/06/2024	Light poles delivered and concrete bases poured in March 2024. Contractor back in April 2024 to finalise the project.	75%		$210,000.00	$210,000.00	$93,388.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.3.1.8	Narrabri - The Crossing Theatre - Flood mitigation works	30/06/2024	Design complete and manufacturing started. Delivery expected mid May 2024 with installation early June 2024.	40%		$150,000.00	$150,000.00	$54,885.00
2.3.1.29	Narrabri - The Crossing Theatre Band Room - Repair Flood Damage (carryover 2022/2023)	30/06/2023	Floor coverings completed. Minor repairs and painting to be completed early April 2024.	95%		$0.00	$180,420.00	$95,440.00
2.3.1.30	Narrabri - The Crossing Theatre - Install Backup Generator and Upgrade Hot Water System for increased functionality as an Emergency Evacuation Centre (Severe Weather and Flooding Grant Funded)	30/06/2024	Council applied for grant funding to undertake the works through the Special Disaster Grants (Severe Weather & Flooding). Currently awaiting outcome.	0%		$410,000.00	$0.00	$0.00
3.2.3.22	Boggabri - Caravan Park - Upgrade fences and swale drain	30/06/2024	Contractor has advised that they anticipate commencement of the swale drain mid-April 2024.	50%		$30,000.00	$30,000.00	$8,975.00
3.3.4.4	Narrabri - Saleyards - Truck Wash Tank (carryover 2022/2023)	30/06/2023	Contractor engaged in Quarter 3 2023/2024. Project to be completed in Quarter 4 2023/2024.	20%		$0.00	$22,399.00	$212.00
3.3.4.6	Narrabri - Saleyards - Upgrade Truck Wash Pumps and Electrical Boards	30/06/2024	Contractor secured, installation to commence in Quarter 4 2023/2024.	20%		$60,000.00	$60,000.00	$276.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
4.1.2.18	Narrabri - Depot - Upgrade the Chemical Loading Station (carryover 2022/2023)	30/06/2023	Funds transferred from Internal Carpark, Chemical wash bay, loading area problem resolved, funds transferred back to Internal Carpark which was completed Quarter 1 2023/2024.	100%		$0.00	$3,897.00	$3,897.00
4.3.2.6	Develop, review, and prioritise relevant fleet replacement programs	30/06/2024	Replacement program is progressing on time, only 2 major items to be completed. 10 year plan is updated as assets are placed online.	75%		$3,699,548.00	$3,699,548.00	$2,321,985.00
4.3.2.46	Narrabri - Depot - Replacement Furniture (carryover 2022/2023)	30/06/2023	Project completed.	100%		$0.00	$23,000.00	$22,254.00
4.3.2.52	Narrabri - Council Admin Building - Furniture replacement	30/06/2024	Completed and furniture fully installed.	100%		$60,000.00	$61,699.00	$61,699.00
4.3.2.53	Narrabri - Council Admin Building - Air-conditioning Reconfiguration	30/06/2024	Completed and operational.	100%		$120,000.00	$112,682.00	$112,682.00
4.3.2.54	Narrabri - Council Admin Building - Upgrade access Security System	30/06/2024	Project completed.	100%		$40,000.00	$13,677.00	$13,677.00
4.3.2.55	Narrabri - The Crossing Theatre - Auditorium public address system (PA system) (Year 1 of 2)	30/06/2025	First quote received. Soundwave modelling currently being conducted. Awaiting recommendation from Audio Engineer for second quote.	20%		$40,000.00	$40,000.00	$0.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
4.3.4.6	Wee Waa - Depot - Amenities Upgrade Stage 2 Fit Out	30/06/2024	Project completed and officially opened on 25 March 2024.	100%		$110,000.00	$258,440.00	$257,400.00
4.3.4.7	Boggabri - Depot - Relocation Stage 2 - Fit Out	30/06/2024	Earthworks completed in March 2024. Slab to be poured early April 2024.	20%		$80,000.00	$307,896.00	$10,221.00

Not Due to Commence Issues Encountered On Track Complete

Infrastructure Delivery

Projects and Assets

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
3.2.1.4	Narrabri - West Precinct Freight Link - Upgrade	30/06/2024	The original scope of the project aimed to close the level crossing from Old Turrawan Road to Gately Street and reopen the level crossing from Old Turrawan Road to Old Newell Highway, in addition to the extension of Avon Street to Old Turrawan Road and the realignment of the Southern Intersection from Old Turrawan Road to the Kamilaroi Highway. However, the State Government withdrew funding in December 2023.	20%		$2,857,108.00	$22,493.00	$11,474.00
4.3.3.10	Procure Drone (with LiDAR) and training to improve efficiencies and survey quality	30/06/2024	All items including software were quoted higher than the approved CAPEX. The revised cost has been added to the quarterly budget review. Once the revised budget is approved, the drone and all associated software can then be purchased.	90%		$50,000.00	$70,000.00	$0.00

Not Due to Commence | Issues Encountered | On Track | Complete

Parks and Open Spaces

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.1.3.4	Boggabri - Jubilee Oval - Carpark Entry Area (Carryover 2022/2023)	30/06/2023	Project completed in 2022/2023 with remaining invoices received after 30 June 2023.	100%		$0.00	$18,753.00	$18,753.00
1.1.3.8	Narrabri - Leitch Oval - Replace Lighting (SCCF5 Funded)	30/06/2024	Lietch oval lighting project has been included in the Sportfield lighting tender due to close on the 11/05/2024 too be installed in 2024/2025.	50%		$396,863.00	$20,000.00	$18,672.00
1.1.3.11	Narrabri - Collins, Hogan and Leitch Ovals - Access Roads	30/06/2024	Heavy patching has been completed and spray seal contractor has been engaged for completion in Quarter 4 2023/2024.	50%		$50,000.00	$50,000.00	$7,282.00
1.1.3.14	Narrabri - Collins Park - Electric Scoreboard (Grant Funded) (carryover 2021/2022)	30/06/2023	Score board installed. Official plaque and opening to be completed at the start of next Rugby league season in April 2024.	100%		$30,477.00	$30,477.00	$30,477.00
1.1.3.16	Narrabri - Tennis Court Infrastructure (SCCF3 Funded) (Carryover 2021/2022)	30/06/2022	Handrails and entry gate installed in October 2023. Project completed.	100%		$35,000.00	$12,944.00	$12,479.00
1.1.3.17	Shire Wide - Sporting Fields - Renewal Program (Narrabri - Gately Field - Replace Irrigation Pumps and Tanks (Carryover 2022/2023))	30/06/2023	The project has been released on Vendor panel for quotations this process will close early in the Quarter 4 2023/2024 for contractor engagement. Issues obtaining contractor to complete works.	20%		$162,600.00	$162,600.00	$0.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.1.3.18	Wee Waa - Tennis Court - Install two multipurpose courts (SCCF5 Funded)	30/06/2024	Contractors engaged for the courts refurbishment and to remove old club house works will commence in Quarter 4 2023/2024. This project will take place over two years.	75%		$680,000.00	$680,000.00	$0.00
1.1.3.19	Boggabri - Jubilee Oval - Install Lighting (subject to funding)	30/06/2024	Funding obtained, Jubilee Oval project was added to the sports field lighting tender which closes on 11 /05/2024. The lights are scheduled to be installed in 2024/2025.	75%		$400,000.00	$350,000.00	$42.00
1.2.2.1	Boggabri - Investigate and complete the upgrade of Splash Park - Stage 1 - (Resources for Regions Funded)	30/06/2024	The Boggabri splash pad project will be released for tender in the Quarter 4 2023/2024. To be installed in 2024/2025.	50%		$180,000.00	$500.00	$0.00
1.2.2.8	Narrabri - Investigate and complete the upgrade of Splash Park - Stage 1 - (Resources for Regions Funded)	30/06/2024	The Narrabri splash pad has been compiled into the Splash Park tender and will be installed in 2024/2025.	50%		$225,000.00	$225,000.00	$0.00
1.2.2.15	Wee Waa - Investigate and complete the upgrade of Splash Park - Stage 1 - (Resources for Regions Funded)	30/06/2024	Wee Waa splash pad tender released in Quarter 4 2023/2024 for installation in 2024/2025.	75%		$103,000.00	$103,000.00	$0.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.2.2.24	Boggabri - Lawn Cemetery - Install water tank and pump (carryover 2022/2023)	30/06/2023	Investigations revealed the water tank would not be sufficient to assist in the removal of Calcium in the water supply this project will be discontinued and alternate investigated.	10%		$0.00	$0.00	$0.00
1.2.2.26	Narrabri - Lawn Cemetery - Install two concrete plinth rows (carryover 2022/2023)	30/06/2023	Rows to be installed in Quarter 4 2023/2024.	50%		$0.00	$20,000.00	$0.00
1.2.2.27	Wee Waa - Cemetery - Develop Master Plan	30/06/2024	Internal design completed and the design has now been awarded for conceptual plans from a master planner to be release to Council in Quarter 4 2023/2024 for review.	40%		$25,000.00	$0.00	$0.00
1.2.2.28	Wee Waa - Cemetery - Install toilet and amenities block (Carryover 2022/2023)	30/06/2023	Project completed in 2022/2023 with remaining invoices received after 30 June 2023.	100%		$0.00	$19,451.00	$19,451.00
1.2.2.35	Narrabri - Collins Park - Upgrade Grandstand and Amenities (Carryover 2021/2022)	30/06/2022	Electrical upgrades and guard rails to be completed in Quarter 4 2023/2024. The project will then be complete.	75%		$103,700.00	$103,700.00	$45,937.00
1.2.2.39	Narrabri - Tourism Hub - Stage 1 - Car Park (VPA Funded) (carryover 2022/2023)	30/06/2023	Council Voluntary Planning Agreement (VPA) has not been allocated to this year's capital works budget and has been forecasted to align with the playground project in 2024/2025.	0%		$0.00	$24,542.00	$0.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.2.2.49	Wee Waa - Dangar Park - Upgrade Irrigation (subject to funding)	30/06/2024	Irrigation ring main and 50% of the individual stations have been installed the remainder of the project will be completed in Quarter 4 2023/2024.	65%		$160,000.00	$190,000.00	$11,131.00
1.2.2.64	Narrabri - Lawn Cemetery - Renew internal roads and carpark (Carryover 2021/2022)	30/06/2022	This project was incorporated into the Shire wide Kerbs and Gutter project. This tender became invalid due to the Contractor withdrawing. The Tender is due for release in Quarter 4 2023/2024.	40%		$100,000.00	$0.00	$0.00
1.2.2.65	Wee Waa - Cemetery - Upgrade Entrance Road (carryover 2021/2022)	30/06/2022	Project completed in 2022/2023, with final invoices received after 30/06/2023.	100%		$0.00	$12,592.00	$12,592.00
1.2.2.66	Narrabri - Netball Courts - Upgrade (SCCF4 Funded)	30/06/2024	New pavement has been laid and fencing has commenced. The final stage of line marking and storage shed to be completed in Quarter 4 2023/2024.	75%		$615,000.00	$615,000.00	$32,800.00
1.2.2.67	Narrabri - Dangar Park - Upgrade and install additional fencing, grandstand, and pathways (Resources for Regions Funded)	30/06/2024	Sports field and practice field completed. The perimeter security fence to be installed in Quarter 4 2023/2024.	50%		$1,497,500.00	$176,000.00	$16,266.00
1.2.3.20	Narrabri - West Lake Shared Pathway - Design footbridge to replace the Stepping Stones (subject to funding)	30/06/2024	Design completed. Council will continue to source grants funds.	75%		$200,000.00	$0.00	$0.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.2.3.32	Narrabri - Tibbereena Street Accessible Amenities Block (Tourism Hub) (BSBR Grant Funded)	30/06/2024	Block installed and connected to services. Garden beds also installed to improve the amenity of the space. Project completed.	100%		$0.00	$8,434.00	$84,035.00
1.3.1.1	Boggabri - CBD and Surrounds (including Vickery Park) - Develop Master Plan (Resources for Regions Funded)	30/06/2024	Master plan for Vickery Park CBD and Civic precinct was adopted by Council at the February 2024 Ordinary Council Meeting.	100%		$40,000.00	$0.00	$0.00
1.3.1.11	Wee Waa - CBD Upgrade (VPA) (carryover 2020/2021)	30/06/2023	CBD roundabout with cotton ball sculptures and signage has been installed.	100%		$41,154.00	$43,956.00	$43,956.00

Road Services

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.2.3.19	Narrabri - Selina Street and Guest Street - Shared Pathway	30/06/2024	Project is currently out to tender and is expected to be awarded by end of April 2024.	25%		$431,830.00	$231,830.00	$479.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.2.3.33	Narrabri - Tibbereena Street to Narrabri Creek Bridge - Construct Shared Pathway (Get Active NSW Funded)	30/06/2024	Works have commenced on the Shared path and carpark area directly adjacent to the Narrabri Creek Bridge. Base works of the carpark have been completed, as well as bulk earthworks for the Shared path. Concreting is scheduled for May 2024, followed by Sealing and Line marking of the Carpark, hand rails and landscaping.	40%		$0.00	$0.00	$0.00
2.2.1.15	Bellata - SR1 Millie Road - Upgrade (6.5km) (Fixing Local Roads Program Funded) (Carryover 2021/2022)	30/06/2023	Works completed in June 2023 with remaining expenses receipted in 2023/2024.	100%		$0.00	$60,000.00	$36,946.00
2.2.1.16	Boggabri - Boston Street Bridge - Upgrade (Resources for Regions Funded) (Carryover 2021/2022)	30/06/2022	Project incurred delays following the major flood event in September/November 2022. Bridge work was completed in 2022/2023. Seal and guard rail works completed in Quarter 1 2023/2024 with the bridge now open to traffic. Project complete.	100%		$0.00	$109,149.00	$81,595.00
2.2.1.17	Boggabri - SR21 Caloola Road - Upgrade (Carryover 2022/2023)	30/06/2023	Works have been completed.	100%		$100,000.00	$221,709.00	$180,424.00
2.2.1.18	Boggabri - Complete installation of shared pathway (Carryover 2021/2022) (R4R Funded)	30/06/2022	Works are well underway and are progressing well.	65%		$1,000,000.00	$1,000,000.00	$14,094.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.2.1.19	Boggabri - MR357 Rangari Road - Rehabilitation (LRRF Funded)	30/06/2024	Works are due to commence in May 2024.	0%		$1,012,207.00	$1,012,207.00	$9.00
2.2.1.20	Boggabri - Tullamullen Bridge and Green Hills Quarry - Design and Investigation (Year 1 of 2) (carryover 2021/2022)	30/06/2023	Investigation continuing with the projects now separated from one another. Tullamullen Bridge - Hydraulic investigations are currently being conducted, with a Review of Environmental Factors (REF) and Geotechnical investigations also in progress. Tender is also being developed concurrently and will go to market once all completed. Greenhills Quarry - Council is working to resolve Land Title issues. These issues will need to be resolved prior to work being able to commence.	65%		$224,421.00	$224,421.00	$19,126.00
2.2.1.23	Eulah Creek - Bullawa Creek Bridge - Upgrade (R4R Funded)	30/06/2024	Project completed and open to traffic.	100%		$916,547.00	$2,307,431.00	$2,247,860.00
2.2.1.24	Merah North - Doreen Lane - Rehabilitation (FLRP Funded)	30/06/2024	Construction is due to commence in April 2024.	10%		$1,824,382.00	$1,824,382.00	$9,125.00
2.2.1.27	Pilliga - SR127 Pilliga Road - Upgrade (ROSI, FCR and BLOCK Grant Funded) (Year 1 of 2)	30/06/2025	Works scheduled for 2023/2024 have been completed. The project is ahead of schedule and progressing through Stages 10 and 11.	100%		$4,445,000.00	$5,845,180.00	$3,927,474.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.2.1.29	Shire Wide - Flood Damage Restoration (November 2021 Flood Event)	30/06/2023	Emergency Works and Immediate Rectification Works claims submitted in 2022/2023, $555,000. Further flooding has occurred and a review of all flood damage is now occurring. Outstanding damages have been rolled into most recent event. Works completed and claim has been finalised.	100%		$0.00	$0.00	$0.00
2.2.1.30	Shire Wide - Footpaths - Renewal programs	30/06/2024	Small scope of works on Tibbereena street, Narrabri has been outlined and works will be completed in May/June 2024.	10%		$50,000.00	$50,000.00	$597.00
2.2.1.31	Shire Wide - Floodway and Causeway Renewals	30/06/2024	Environmental studies have been completed and finalisation of the tender document is currently in progress. Delay completing REF studies.	15%		$750,000.00	$750,000.00	$0.00
2.2.1.32	Shire Wide - Kerb and Gutter - Replacement programs	30/06/2024	Tender package has been finalised and is currently out to market.	15%		$1,360,000.00	$1,347,513.00	$365.00
2.2.1.35	Shire Wide - Regional Roads - Reseal Programs	30/06/2024	Budget to be transferred to Pilliga Road MR127 upgrade as part of Council's co-contribution, please see Pilliga Road action for comments. Expenditure relates to 2022/2023 works invoiced after 30 June 2023.	100%		$414,280.00	$35,100.00	$35,100.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.2.1.37	Shire Wide - Shire Roads - Rehabilitation Programs	30/06/2024	See below projects for full breakdown of works.	80%		$487,344.00	$487,344.00	$1,658.00
2.2.1.37-1	Shire Wide - Shire Roads - Rehabilitation Programs - Merah North - SR46 Doreen Lane - Rehabilitation (LRRF Funded)	30/06/2024	Construction is progressing well, with stage 1 completed. Stage 2 is currently underway and set to be finalised in April 2024.	80%		$1,078,189.00	$2,456,420.00	$1,105,461.00
2.2.1.37-2	Shire Wide - Shire Roads - Rehabilitation Programs - Wee Waa - SR4 Spring Plains Road - Rehabilitation (LRRF Funded)	30/06/2024	Works completed in Quarter 2 2023/2024.	100%		$608,332.00	$0.00	$0.00
2.2.1.37-3	Shire Wide - Shire Roads - Rehabilitation Programs - Boggabri - SR12 Leards Forest Road - Rehabilitation (LRRF Funded)	30/06/2024	Works completed in Quarter 2 2023/2024.	100%		$629,604.00	$0.00	$0.00
2.2.1.37-4	Shire Wide - Shire Roads - Rehabilitation Programs - Narrabri - SR29 Yarrie Lake Road - Rehabilitation (LRRF Funded)	30/06/2024	Works completed in Quarter 1 2023/2024.	100%		$640,295.00	$0.00	$0.00
2.2.1.38	Shire Wide - Shire Roads - Reseal Programs	30/06/2023	No budget allocation in 2023/2024. Expenditure relates to works completed in 2022/2023 that was not invoiced until after 30/06/2023.	100%		$0.00	$363,790.00	$363,790.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.2.1.41	Shire Wide - Town Streets - Reseal Programs	30/06/2023	Scoped and scheduled to commence in April 2024. However, currently experiencing contractor availability issues.	0%		$0.00	$409,835.00	$0.00
2.2.1.43	Wee Waa - SR30 Culgoora Road - Upgrade (R2R Funded) (Carryover 2021/2022)	30/06/2022	Works are progressing well, with all subbase material being imported and placed. Base material is continuing to be imported and is nearing finalisation, seal to follow. Project expected to be completed Quarter 4 2023/2024.	90%		$1,000,000.00	$1,000,000.00	$533,735.00
2.2.1.45	Wee Waa - SR29 Yarrie Lake Road to SR127 Pilliga Road - Upgrade Freight Route (11km) (Year 1 of 2) (FLR & LRCI Funded)	30/06/2024	This is a two-year project, this year's works are nearing completion, tender and award all completed. The contract has been awarded and construction is scheduled to commence 15/04/2024.	85%		$2,348,926.00	$3,120,000.00	$144,715.00
2.2.1.50	Wave Hill Road (SR18) Upgrade (VPA) (carryover 2021/2022)	30/06/2023	Works completed.	100%		$0.00	$12,394.00	$12,394.00
2.2.1.54	Saleyards Lane/ Newell Highway intersection (carryover 2020/2021)	30/06/2021	Project completed.	100%		$0.00	$60,030.00	$60,030.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.2.1.55	Narrabri - Cooma Road (BP to Gibbons Street) - Complete installation of shared pathway (carryover 2021/2022)	30/06/2023	Majority of concreting was completed in 2022/2023. remaining concreting, batter works and guard rail reinstallation completed in Quarter 1 2023/2024. Project completed.	100%		$0.00	$0.00	$0.00
2.2.1.56	Shire Wide - Flood Damage Restoration	30/06/2024	Emergency and immediate works have been completed. Approval for the first package of EPA works have been received and the work has been completed. Work is continuing to obtain approvals for further packages of works on the EPA claim.	35%		$7,000,000.00	$30,000.00	$0.00
2.2.1.57	Boggabri - Lynn Street - Extension (carryover 2022/2023)	30/06/2023	Works completed.	100%		$0.00	$67,227.00	$24,433.00
2.2.1.59	Narrabri - SR10 Old Gunnedah Road/SR5 Kaputar Road Intersection (Black Spot Funded) (carryover 2022/2023)	30/06/2024	Works completed.	100%		$0.00	$179,971.00	$179,971.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.2.1.60	Upgrade - SR31 Yarrie Lake Circuit - Upgrade Design and Investigation (Year 1 of 2) (R4R Funded)	30/06/2025	Design and investigation works have commenced, with Survey, REF, geotechnical investigations and preliminary community consultation all completed. An external designer has been engaged and has submitted an initial 20% design for review. Tender expected to be awarded July 2024.	70%		$200,000.00	$200,000.00	$40,080.00
2.2.1.62	Baan Baa - Harparary Road - Seal to from Maules Creek Intersection 5km Southwest (Year 1 of 2) (FLRP4 Funded)	30/06/2025	Preliminary investigation work has commenced with Request for Quote's out to market for both environmental and geotechnical studies. Survey and design is also commencing and will be completed concurrently with the other investigative works. Construction not set to commence until 2024/2025 (in Year 2 of 2).	35%		$150,000.00	$150,000.00	$653.00
2.2.1.63	Narrabri - SR17 Old Narrabri Road & SR61 Turrawan Road Intersection Upgrade (R4R Funded)	30/06/2024	Construction is progressing well and is expected to be completed in April 2024.	85%		$1,750,000.00	$1,750,000.00	$823,299.00

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.3.1.11	Narrabri - SR5 Kaputar Road - Complete a feasibility study to investigate the upgrade and widening of SR5 Kaputar Road including the provision of passing bays and safety fencing to improve safety and response times for fires in the Mt Kaputar National Park and assist with evacuations	30/06/2025	No funding this financial year, currently in draft Operational Plan 2024/2025.	0%		$150,000.00	$0.00	$0.00

Solid Waste Management

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.3.4.26	Narrabri - Waste Management Facility - New Cell No. 2, 3, 4 - Complete Land and Environmental Assessments and Investigate appropriate design	30/06/2024	Progressing with GHD and have engaged Run Energy to discuss leachate storage options for the design report completion.	80%		$300,000.00	$297,285.00	$57,530.00
2.3.4.27	Narrabri - Waste Management Facility - Push Pit - Complete Construction (Improved Waste Separation and General Waste Cell Tipping Point)	30/06/2024	L Bins ordered and in time for completion in 2023/2024.	75%		$75,000.00	$75,000.00	$0.00

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.3.4.28	Shire Wide - Transfer Station Upgrades (carryover 2022/2023)	30/06/2023	Fencing, gates and camera's installed and hardstand work completed and new skip bins purchased.	90%		$0.00	$350,000.00	$205,845.00
2.3.4.38	Narrabri - Acquisition of Land and Environmental Assessments (carryover 2022/2023)	30/06/2023	Report going to MANEX next meeting with Property Department actions required.	40%		$0.00	$60,000.00	$0.00
2.3.4.41	Narrabri - Upgrade Tip Road (LG Recover Grant Funded ($50K Council contribution))	30/06/2024	Due to delay from funding body to approved schedule of works, costs have increased since application. Project postponed.	10%		$300,000.00	$0.00	$0.00
2.3.4.42	Narrabri - Waste Management Facility - Washdown Pad and Separator	30/06/2024	On track and vendor panel being used to source second quote.	65%		$200,000.00	$200,000.00	$0.00

Water Services

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.2.3.1	Narrabri - Sewer Treatment Plant - Environmental Improvements (Stage 2) (carryover 2022/2023)	30/06/2023	The contract to remediate the stormwater detention pond in line with our requirements to detain wet weather flows is nearing completion and the sites environmental capacity to manage such flows is restored to its operational capacity.	100%		$0.00	$395,685.00	$134,880.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.3.1.26	Wee Waa - Stop Valve Replacement (carryover 2021/2022)	30/06/2022	The project has been completed in Pilliga, Wee Waa, Gwabegar, Bellata and Narrabri. Boggabri and Baan Baa are to be completed in the Quarter 4 2023/2024.	25%		$0.00	$60,000.00	$0.00
2.3.1.27	Wee Waa - Water Main Renewals (carryover 2021/2022)	30/06/2022	Tender for renewal has been awarded and commencement of construction is immanent. The project is expected to be completed by the end of Quarter 4 2023/2024.	50%		$0.00	$300,000.00	$4,838.00
2.3.3.1	Bellata, Boggabri, Wee Waa - Install Bulk Water Filling Stations (carryover 2022/2023)	30/06/2023	Locations were put on public exhibition during Quarter 3 2023/2024 with no objections to the proposals. The 3 new bulk water filling stations have been procured and the installation is currently being advertised on vendor panel, for install and completion in Quarter 4 2023/2024.	50%		$0.00	$350,000.00	$0.00
2.3.3.3	Boggabri - Sewerage Treatment Works Augmentation	30/06/2024	Works completed and final funding claim has been lodged.	100%		$50,000.00	$0.00	$0.00
2.3.3.4	Boggabri - Water Main Renewals (carryover 2021/2022)	30/06/2022	Tender for renewal has been awarded and construction of the new main is imminent. Works programmed to be completed by the end of Quarter 4 2023/2024.	50%		$0.00	$178,613.00	$3,119.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.3.3.10	Narrabri - Safe Chlorine Storage Unit	30/06/2024	Project will be delivered as part of bulk chlorine delivery at Saleyards Reservoir during the 2024/2025.	0%		$75,000.00	$75,000.00	$0.00
2.3.3.13	Narrabri - Selina Street Reservoir - Access Stairs and Roof Upgrade	30/06/2024	Currently working with consultant to deliver stair design so the stair construction can be procured. Construction should commence by the end of Quarter 4 2023/2024.	25%		$100,000.00	$100,000.00	$0.00
2.3.3.14	Narrabri - Water Main Renewals	30/06/2023	A tender for the renewal of water mains in Narrabri has been awarded and construction of the new water main is imminent and will be completed by the end of Quarter 4 2023/2024.	40%		$0.00	$367,452.00	$55,331.00
2.3.3.15	Pilliga - Bore Augmentation (carryover 2022/2023)	30/06/2023	Project works have been completed for the site.	100%		$0.00	$0.00	$0.00
2.3.3.30	Shire Wide - Instrumentation Works (Water)	30/06/2024	Work has been amalgamated into SCADA and Telemetry upgrades.	0%		$40,000.00	$0.00	$0.00
2.3.3.32	Shire Wide - Reservoirs - Structural Review and Upgrade	30/06/2024	A design procurement for new stairs has been awarded and this will form part of a tender for the construction of the stairs which is expected to go to contract in Quarter 4 2023/2024.	50%		$250,000.00	$250,000.00	$0.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.3.3.34	Shire Wide - Telemetry Review (Water)	30/06/2024	Telemetry review has been undertaken and an action plan has been enacted for a review to remediate current faults and a long-term maintenance and repair contract to be executed during 2024/2025.	100%		$25,000.00	$0.00	$0.00
2.3.3.36	Narrabri - Chlorine Monitoring Online - Carryover 2021/2022)	30/06/2022	Will form part of the bulk chlorine design for Saleyards Reservoir.	0%		$100,000.00	$31,548.00	$31,548.00
2.3.3.37	Shire Wide - Operational Upgrades at Existing Facilities (carryover 2022/2023)	30/06/2023	Identification of upgrades have been identified and the renewal program for telemetry hardware has been completed.	100%		$0.00	$0.00	$0.00
2.3.3.39	Wee Waa - Depot - Water Shed	30/06/2024	Contractor engaged in Quarter 3 2023/2024. Works expected to commence in Quarter 4 2023/2024.	15%		$0.00	$120,000.00	$21,048.00
2.3.4.2	Narrabri - Zimmerman Street - Sewer Pump Station Update (carryover 2021/2022)	30/06/2022	A consultant report has developed an extensive upgrade requirement for the pump station which will have to form part of a future capital works upgrade, The pumps at the pump station are to be upgraded during Quarter 4 2023/2024.	90%		$0.00	$140,000.00	$0.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.3.4.9	Narrabri - Sewer Treatment Plant - Upgrade Alternate Access Road	30/06/2024	Council will look to acquire Travelling Stock Route land and surrender land to Local Land Services to establish a satisfactory corridor to establish an access road. This will require the application for transfer or title on crown land. council is currently engaged with LLS and ARTC is establishing the required parcels and corridors.	65%		$125,000.00	$20,000.00	$0.00
2.3.4.10	Wee Waa - Sewer Treatment Plant - Works Augmentation	30/06/2024	Works are programed for completion in Quarter 4 2023/2024.	40%		$68,322.00	$0.00	$0.00
2.3.4.14	Shire Wide - Instrumentation Works (Water) (carryover 2022/2023)	30/06/2023	This project has been delivered as part of the SCADA review and upgrade.	100%		$0.00	$0.00	$0.00
2.3.4.36	Shire Wide - Sewer - Telemetry Upgrades (Carryover 2022/2023)	30/06/2023	Condition assessment and gap determination was completed and the upgrade of components and systems were delivered to the SCADA and some parts of the Telemetry.	100%		$10,000.00	$2,600.00	$0.00
2.3.4.43	Narrabri - Sewer Treatment Plant - Demountable Building	30/06/2024	Demountable building delivered and installed on site. Awaiting planning approvals.	90%		$150,000.00	$113,426.00	$113,426.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
4.1.2.17	Wee Waa - Boundary Street - Reservoir Risk Assessment	30/06/2024	Engineering investigations and initial survey works completed and survey prisms stations installed onto the reservoir to monitor its movements, survey reports will be produced quarterly to report on the reservoir to have an active assessment of its risk done at those intervals. The current assessment is low.	100%		$30,000.00	$0.00	$0.00
NEW	Regional Leakage Reduction Program - Local Water Utility Pro	30/06/2024	Awaiting quotes to purchase water meters. Project manager to attend training at the end of April 2024 for the new equipment.	50%		$0.00	$10,000.00	$9,890.00

Not Due to Commence Issues Encountered On Track Complete

Planning and Sustainability

Economic Development

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
3.1.2.6	Narrabri - Develop a shopfront located in the Narrabri Central Business District (Grant Funded)	30/06/2024	Grant funding opportunities relating to this action continue to be explored.	75%		$250,000.00	$0.00	$0.00

Planning and Development

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.1.4.11	Narrabri - Renewable Energy Hub - Design and Investigate	30/06/2024	Ongoing project. DA lodged for stage 1 (Community Battery). Consultant appointed to provide detailed design plans while staff continue to work to facilitate delivery of the project in alignment with the REIP/REAP.	75%		$25,000.00	$25,000.00	$0.00

Not Due to Commence | Issues Encountered | On Track | Complete

Regulatory Compliance

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
2.1.3.3	Narrabri - New Animal Management Facility - Fit Out	30/06/2024	All internal fit out of the Companion Animal Facility has been completed including all relevant appliances, IT and security systems.	100%		$40,000.00	$246,907.00	$246,907.00

Tourism and Cultural Services

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.2.4.5	Pedestrian accessibility improvements - Install Kerb Ramps (R4R Funded)	30/06/2024	A scoping and site visit was conducted with Council staff and Access and Inclusion Advisory Committee representatives on 06/9/2023 to identify potential sites for upgrades. A site visit report was completed and forwarded to the Infrastructure Delivery (ID) department for further assessment and associated recommendations. This is a funded project and will not be initiated until the financial year of 2024/2025.	75%		$149,875.00	$0.00	$0.00

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights	Adopted Budget (as at 1 July 2023)	Amended Budget	YTD ($)
1.3.1.9	Shire Wide - Complete the upgrade of Gateway Signage (Carryover 2020/2021)	30/06/2021	The Gateway Signs for the Walgett Shire (Burren Junction) and Moree Plains Shire Council boundaries have been manufactured and are now awaiting installation. Installation cannot occur until the completion of the NSW Government's Newell Highway Program Alliance project. This project may roll into 2024/2025 if the works along these sections of the Newell Highway are not completed in 2023/2024.	75%		$45,000.00	$51,450.00	$3,149.00
1.3.1.10	Shire Wide - Complete the upgrade of Town Signage (Year 2 of 2) (Carryover 2020/2021)	30/06/2023	Suitable town entry signage sites have been identified and draft designs prepared. Quotes for manufacturing have been requested. Community consultations has commenced to identify the appropriate signage for each town and village. This project will probably roll over in to 2024/2025 due to consultation timelines surrounding the need to consult with all towns and villages.	50%		$0.00	$180,000.00	$0.00

Not Due to Commence | Issues Encountered | On Track | Complete

Detailed Report

Financial and Commercial Services

Customer and Information Services

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.2.4.2	Ensure customer service procedures are reviewed and continuously improved, including Council's Customer Service Charter	30/06/2024	Customer Service Coordinator, in consultation with the Customer Service Team, continually review and update procedures.	75%	
4.2.4.3	Investigate the upgrade of Council's Customer Relations Module	30/06/2024	The upgrade of the Customer Request Module has been investigated as part of a wider roadmap regarding system improvement. The initial roadmap has been created and the scope of works determined revealing a two-year project. Project to commence in 2024/2025 and expected to be completed 2025/2026.	100%	
4.3.1.1	Develop and implement procedures for all front-line customer service staff to improve service delivery and complaints handling for people with a disability	30/06/2024	To be considered as part of a wider Customer Service Initiative, including focus of the team.	0%	
4.3.2.19	Council Technological Upgrades - Client Devices (Laptops and Desktops)	30/06/2024	Further devices to be procured before the end of Quarter 4 2023/2024.	40%	
4.3.2.20	Council Technological Upgrades - Mobility Devices (Mobiles)	30/06/2024	More devices to be procured before the end of Quarter 4 2023/2024, which will be enrolled into Mobile Device Management (MDM) and distribute to nominated employees.	50%	
4.3.2.22	Council Technological Upgrades - Client Peripherals (Monitors)	30/06/2024	Final round of client peripherals (docks and monitors) for 2023/2024 will be ordered and rollout commenced in Quarter 4 2023/2024.	75%	
4.3.2.48	Council Records Digitation Project	30/06/2024	Records have been sent for digitisation. Digital records expected to be received in Quarter 4 2023/2024.	80%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.3.2.49	Network Switching Upgrades	30/06/2024	Equipment expected to be purchased by end of Quarter 4 2023/2024.	55%	
4.3.2.50	System Upgrades (Security)	30/06/2024	Renewal of primary firewall is complete and endpoint security uplift is currently being rolled out to new devices.	70%	
4.3.2.51	Narrabri - Depot - Replace Disaster Recovery System	30/06/2024	Investigations and scope of works have been undertaken and quotes received with the order expected to be sent and equipment rolled out Quarter 4 2023/2024 or Quarter 1 2024/2025.,	40%	
4.3.3.4	Develop and Implement Council's Software Management Strategy	30/06/2024	Discovery is occurring with the creation of a software register and associated documentation to take place in 2024/2025. Once completed a formal strategy can be formulated.	30%	
4.3.3.5	Investigate and implement a system to contact all staff simultaneously in case of an emergency	30/06/2024	Competing priorities and resource limitations have meant this project will be delayed until Quarter 4 2023/2024.	0%	

Action: Key Performance Measures - Information Services

Performance Measure	Annual Target	Actual (Year to Date)
Average time to retrieve files from archives (depot).	< 3 Days	2 days
Keep Internal Network Downtime to less than 5% during working hours	< 5 %	0%
Keep Email Service downtime to 5% during working hours	5%	0%
Compliance with State Records for disposal of hard copy documents	100%	100%
Average response time on IT helpdesk request	2 Hours	2 Hours
Number of Records Department correspondence	8,250	19,676
Number of Office 365 licenses	280	280

Not Due to Commence Issues Encountered On Track Complete

Performance Measure	Annual Target	Actual (Year to Date)
Number of Council's Desktop/Laptop Users	200	200
Number of Virtual Servers	40	37
Number of Mobile devices	150	150
Update asset layers in GIS	500	150

Action: Key Performance Measures - Community Relations

Performance Measure	Annual Target	Actual (Year to Date)
Number of Media Releases developed and distributed	> 100	46
Registration and tasking of daily correspondence to be completed by the end of each working day (% of days)	100%	99%
Percentage of CRM requests actioned by Customer Service Agents	30%	29%
Percentage of CRM Telephone Messages taken by Customer Service Agent	20%	22%
Percentage of CRM's taken by Customer Service Agent that were a CSR	50%	35%

Not Due to Commence | Issues Encountered | On Track | Complete

Commercial Services

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.1.1.5	Boggabri - Construct Doctor's House (VPA Funded) (Carryover 2022/2023)	30/06/2023	Due to elapsed time between funding and present day, significant escalation of costs and trades shortages have occurred. This project has been determined to be a 'High' risk due to the community expectations vs available VPA funding. Report to be brought to Council to determine strategic direction.	5%	
1.2.2.2	Boggabri - Pool - Investigate and implement accessibility upgrades (subject to funding)	30/06/2024	Building inspection was carried out Quarter 3 2023/2024 and a full scoped of works has been developed. Contractor appointed and works have commenced. Works scheduled to be completed in Quarter 4 2023/2024.	60%	
1.2.2.3	Boggabri - Pool - Investigate and implement additional opportunities for sport and recreation activities at the Facility (subject to funding)	30/06/2024	Community consultation resulted in the recommendation of the installation of a gas BBQ to increase patronage, The BBQ has been installed.	100%	
1.2.2.4	Boggabri - Pool - Investigate keyless entry into the Facility	30/06/2024	Investigations have revealed that this is a costly process to retrofit a dated facility with keyless entry systems, and not feasible for implementation.	100%	
1.2.2.5	Boggabri, Wee Waa - Pool - Renew Access Stairs for Pool Entry (carryover 2022/2023)	30/06/2023	Project complete. Stairs were installed Quarter 2 2023/2024. Lifting equipment installed in Quarter 3 2023/2024.	100%	
1.2.2.6	Boggabri - Pool - Renew change room area (carryover 2022/2023)	30/06/2023	No response to Request for Quote. Pursuing individual contractors in order to get the project started.	20%	
1.2.2.9	Narrabri - Investigate the feasibility of a large-scale aquatic recreational facility	30/06/2024	Preliminary investigations reveal if Council were to implement a large-scale aquatic recreational facility, it will require significant grant funding for planning, design and construction. For reference, Tamworth Regional Council recently recommended a $45 million upgrade to their aquatic facility (including $250,000 in designs). An upgrade of this size is not feasible without funding, recommend remain on hold until funding achieved for planning, design and construction stages.	100%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.2.2.11	Narrabri - Pool - Investigate and complete a design for the upgrade of the 50m pool and equipment	30/06/2024	No CAPEX approved for 2023/2024, and project will be significant in terms of required dollars, given Tamworth recently recommended a $45m upgrade including $250k design for their facility. Council will require significant grant funding for planning, design and construction. Propose to remain on hold until funding achieved for planning, design and construction. This forms part 2 of the project (see above for Stage 1), Noting the existing outdoor pool has outlived its original expected utility and was due for replacement years ago. Repairs and Maintenance on the facility is increasing.	0%	
1.2.2.13	Narrabri - Pool - Replace Tiles and Paint Pool Shell	30/06/2024	Project completed Quarter 2 2023/2024.	100%	
1.2.2.17	Wee Waa - Investigate keyless entry into the Facility	30/06/2024	Investigations have revealed that this is a costly process to retrofit a dated facility with keyless entry systems, and not feasible for implementation.	100%	
1.2.2.18	Wee Waa - Pool - Investigate and implement additional opportunities for sport and recreation activities at the Facility (subject to funding)	30/06/2024	Community Consultation complete resulting in the recommendation of the installation of a gas BBQ to increase patronage. This has been completed.	100%	
1.2.2.19	Wee Waa - Pool - Paint Pool Shell and Surrounds	30/06/2024	Property Services to carry out works that will overlap with another project. this will be delayed till Quarter 1 2024/2025.	15%	
1.2.2.21	Wee Waa - Pool - Replace the Gas BBQ with Electric (carryover 2022/2023)	30/06/2023	Installed and electrical connection completed Quarter 2 2023/2024. Installation of bench top completed Quarter 3 2023/2024. BBQ is now fully installed and operational.	100%	
1.2.2.22	Wee Waa - Pool - Remove asbestos from plant room	30/06/2024	Contractor engaged to remove asbestos and demolish pump shed once the Summer swimming season finishes in April 2024.	30%	
1.2.2.50	Boggabri - Caravan Park- Investigate opportunities for expansion and increased utilisation	30/06/2024	Online booking system has been implemented, Council to investigate costing associated with provision of linen for cabins.	45%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.2.2.52	Boggabri - Develop the old bowling club into a Civic Precinct (Carryover 2021/2022)	30/06/2022	MasterPlan Option A was adopted by Council at the February 2024 Ordinary Council Meeting. Results have been released to the community. Pursuing architects for design and costings.	15%	
1.2.2.53	Develop Council's Asbestos Removal Strategy for Council property	30/06/2024	Policy adopted, awaiting consolidated response from all asbestos-containing areas of Council to develop Strategy, expected June 2024.	85%	
1.2.2.55	Narrabri - The Crossing Theatre - External refurbishment	30/06/2024	Stage 1 of external repairs will take place over two blocks - the first in May 2024 and the second in June 2024. The upgrade of the current entry to the carpark has been put on hold till Quarter 1 2024/2025 due to an overlap in projects involving further developments to the carpark.	15%	
1.2.2.56	Wee Waa - Identify appropriate community use for the former NAB building	30/06/2024	Master Plan involving the old NAB building will be presented to the Council Briefing Session in April 2024. Based on determination, the Master Plan will be going out to community consultation in Quarter 4 2023/2024.	30%	
1.2.2.57	Wee Waa - Old NAB Building - Refurbishment (Resources for Regions Funded)	30/06/2024	Community consultation revealed the need for a larger project to be delivered. The Master Plan has been developed based on the results of the community consultation and is scheduled to be presented to the April 2024 Ordinary Council meeting. Once endorsed by Council, further community consultation will be undertaken on the Draft Master Plan whilst on public exhibition to determine which approach the community would prefer. Once community consultation is undertaken the Master Plan will be presented back to Council for Adoption in June 2024. Once adopted, Council will be proceeding to design stage. Expected design stage 2024/2025.	0%	
1.2.2.62	Boggabri - Chemical Dosing (VPA Funded) (carryover 2022/2023)	30/06/2023	Majority of project finalised in 2022/2023. Minor works (including painting and repairs) completed in July 2023.	100%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.2.2.69	Narrabri - Pool - Replace auxillary equipment (pumps, valves, pipes etc)	30/06/2024	Indoor pool completed in March 2024 shut down. Final works to be completed in June 2024.	80%	
1.2.4.2	Identify external funding opportunities to assist with the provision of events through The Crossing Theatre	30/06/2024	Council's Grants Officer proactively shares grant opportunities with The Crossing Theatre as they arise. No further grant opportunities have been identified in Quarter 3 2023/2024 to assist with the provision of additional events.	75%	
1.2.4.3	Identify new products and opportunities for the community to engage with at The Crossing Theatre	30/06/2024	New cafe menu introduced Quarter 3 2023/2024.	75%	
1.3.1.6	Narrabri - Old Gaol - Investigate opportunities for revitalisation	30/06/2024	Engineering report to be completed and forwarded to Council in Quarter 4 2023/2024.	20%	
1.3.1.13	Narrabri - Old Gaol - Upgrade Design and Investigation	30/06/2024	Engineers report has been delayed by the contractor. This means capital works cannot be undertaken this financial year. Moving to 2024/2025.	0%	
1.3.1.14	Boggabri - Court House - Refurbishment Stage 2 (subject to funding)	30/06/2024	Request for Quote was unsuccessful and has been extended to Quarter 4 2023/2024.	5%	
2.1.2.3	Develop and implement Crown Land Plans of Management for urban open spaces and environmental areas	30/06/2024	Government funding will be fully expended by June 2024. However, the Plans of Management will be ongoing, with expected completion in Quarter 3 2024/2025.	25%	
2.1.4.1	Identify opportunities to reduce Council's fuel consumption	30/06/2024	A report is being developed regarding the purchase of EV vehicles, hybrid vehicles and battery operated small assets.	75%	
2.1.4.2	Develop Council's Renewable Energy Action Plan (REAP)	30/06/2024	The draft report and supporting materials are nearing completion by the project consultant, 100% Renewables. Further stakeholder engagement (internal and external) is being coordinated commensurate with testing of the feasibility of the potential actions that have been identified, to make additions and revisions where needed, and to assign actions to various timeframes and areas of responsibility.	75%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.1.4.9	Narrabri - Council Admin Building - Install Solar (Carryover 2022/2023)	30/06/2023	Contractor appointed Quarter 3 2023/2024. Materials ordered. Contractor awaiting approvals with expected start in May/June 2024.	20%	
2.1.4.10	Narrabri - Council Admin Building - Upgrade Electrical to increase capacity for solar (Carryover 2022/2023)	30/06/2023	Both distribution boards have been replaced to ensure RCD's are on all electrical circuits.	100%	
2.2.1.1	Review and update the Narrabri Airport Master Plan and Hanger Sub-division Plans (including land use review and needs analysis)	30/06/2024	Consultant has been confirmed and initial draft will be presented to Council in Quarter 4 2023/2024. This process will carry over to 2024/2025.	30%	
2.2.1.2	Narrabri - Airport - Conduct an assessment of the runway	30/06/2024	Whilst an annual condition assessment of the runway is not required due to the airport's status, Council has scheduled one for 2024/2025 to ensure Council's airport can safely accommodate larger aircraft if the status is upgraded in the future.	0%	
2.2.1.3	Narrabri - Airport - Install LED Apron (Grant Funded 50%)	30/06/2024	Light poles delivered and concrete bases poured in March 2023. Contractor back in April 2024 to finalise the project.	75%	
2.2.1.4	Narrabri - Airport - Investigate opportunities for increased utilisation	30/06/2024	Will be undertaken as part of the Masterplan. Work on the Masterplan has commenced and is scheduled for completion in 2024/2025.	0%	
2.2.2.1	Market and transact Council's developed sites	30/06/2024	Ongoing review of spreadsheet is being carried out. This process will be ongoing and should continue annually to ensure the ongoing accuracy of Council assets.	75%	
2.3.1.7	Advocate for the provision of generators to power emergency facilities and critical infrastructure	30/06/2024	Currently finalising scope of works to plan which Council sites will be fitted with a generator and what capacity that generator needs to be in order to ensure BCP. Advocacy efforts to be progressed in Quarter 4 2023/2024 to present a case for emergency facilities off-grid power and critical mobile infrastructure for communities.	10%	
2.3.1.8	Narrabri - The Crossing Theatre - Flood mitigation works	30/06/2024	Design complete and manufacturing started. Delivery expected mid May 2024 with installation early June 2024.	40%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.3.1.29	Narrabri - The Crossing Theatre Band Room - Repair Flood Damage (carryover 2022/2023)	30/06/2023	Floor coverings completed. Minor repairs and painting to be completed early April 2024.	95%	
2.3.1.30	Narrabri - The Crossing Theatre - Install Backup Generator and Upgrade Hot Water System for increased functionality as an Emergency Evacuation Centre (Severe Weather and Flooding Grant Funded)	30/06/2024	Council applied for grant funding to undertake the works through the Special Disaster Grants (Severe Weather & Flooding). Currently awaiting outcome.	0%	
3.2.3.22	Boggabri - Caravan Park - Upgrade fences and swale drain	30/06/2024	Contractor has advised that they anticipate commencement of the swale drain mid-April 2024.	50%	
3.2.3.23	Update The Crossing Theatres Event Prospectus	30/06/2024	Due to staffing availability this project has temporarily been put on hold until sufficient staffing levels are achieved.	5%	
3.3.4.4	Narrabri - Saleyards - Truck Wash Tank (carryover 2022/2023)	30/06/2023	Contractor engaged in Quarter 3 2023/2024. Project to be completed in Quarter 4 2023/2024.	20%	
3.3.4.6	Narrabri - Saleyards - Upgrade Truck Wash Pumps and Electrical Boards	30/06/2024	Contractor secured, installation to commence in Quarter 4 2023/2024.	20%	
4.1.1.5	Narrabri - Library - Develop Master Plan	30/06/2024	Recommend rollover to 2024/2025 due to location for the library to be identified.	5%	
4.1.1.6	Narrabri - Saleyards - Annual Business Review	30/06/2024	Transit cattle numbers have remained consistent for this time of year, Council to investigate expression of interest for the removal of the sheep pens.	55%	
4.1.2.18	Narrabri - Depot - Upgrade the Chemical Loading Station (carryover 2022/2023)	30/06/2023	Funds transferred from Internal Carpark, Chemical wash bay, loading area problem resolved, funds transferred back to Internal Carpark which was completed Quarter 1 2023/2024.	100%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.3.1.5	Shire Wide - Depots - Develop Management Master Plan and Operational Protocols	30/06/2024	Property Services team is focusing on developing the Master Plan for the Narrabri Depot to act as a template for Boggabri and Wee Waa (whilst the upgrade of the two sites is being undertaken). The Depot Users Committee has been reconvened to assess current operational needs of the Depot. Long term Master Planning to be held over until budget allocated in 2024/2025. Development of Safe Operational Protocols to commence 2024/2025 once the Master Plan has been completed.	0%	
4.3.1.13	Develop internal procedures and suite of documents for event bookings	30/06/2024	Review of documentation to rationalise processes for internal use completed in Quarter 3 2023/2024. Event management software in use meets the needs of the organisation.	100%	
4.3.1.14	Develop a business manual for the operation of The Crossing Theatre	30/06/2024	Procedures pertaining to cinema operations have been developed in Quarter 3 2023/2024.	40%	
4.3.2.5	Develop Council's Workshop Upgrade Plan	30/06/2024	Stakeholders have identified workshop is at capacity and requires either increased floor area or revision of fleet servicing processes and scheduling. In order to proceed with the workshop expansion, an additional shed will need to be constructed to accommodate Road Services. This will require additional funds in the new financial year to implement.	15%	
4.3.2.6	Develop, review, and prioritise relevant fleet replacement programs	30/06/2024	Replacement program is progressing on time, only 2 major items to be completed. 10 year plan is updated as assets are placed online.	75%	
4.3.2.7	Investigate appropriate structures to provide undercover protection of Council's Plant	30/06/2024	Options to be investigated in Quarter 4 2023/2024 with a view to be shovel-ready in 2024/2025 for any grant opportunities.	0%	
4.3.2.30	Develop Council's Facilities Management Policy and Operational Protocol	30/06/2024	Project will be carried over to 2024/2025.	20%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.3.2.31	Finalise Facilities Management Plans for all of Council's real property	30/06/2024	Facility Management Plans will be ongoing expected completion Quarter 2 2024/2025.	60%	
4.3.2.35	Shire Wide - Buildings and Other Structures - Assets revaluations and condition assessments	30/06/2024	Due to staff changes, assets revaluations and condition assessments to commence in Quarter 4 2023/2024 with assistance from Infrastructure Delivery's Assets Engineer.	10%	
4.3.2.46	Narrabri - Depot - Replacement Furniture (carryover 2022/2023)	30/06/2023	Project completed.	100%	
4.3.2.52	Narrabri - Council Admin Building - Furniture replacement	30/06/2024	Completed and furniture fully installed.	100%	
4.3.2.53	Narrabri - Council Admin Building - Air-conditioning Reconfiguration	30/06/2024	Completed and operational.	100%	
4.3.2.54	Narrabri - Council Admin Building - Upgrade access Security System	30/06/2024	Project completed.	100%	
4.3.2.55	Narrabri - The Crossing Theatre - Auditorium public address system (PA system) (Year 1 of 2)	30/06/2025	First quote received. Soundwave modelling currently being conducted. Awaiting recommendation from Audio Engineer for second quote.	20%	
4.3.3.6	Centralise and simplify Council's key system	30/06/2024	Ongoing process - no budget exists to align and merge the two key systems.	30%	
4.3.4.5	Narrabri - Library - Investigate and implement safety improvements	30/06/2024	An assessment of the library has revealed that the lighting was not up to Australian standards. No further safety upgrades required. Lighting to be installed in 2024/2025.	100%	
4.3.4.6	Wee Waa - Depot - Amenities Upgrade Stage 2 Fit Out	30/06/2024	Project completed and officially opened on 25 March 2024.	100%	
4.3.4.7	Boggabri - Depot - Relocation Stage 2 - Fit Out	30/06/2024	Earthworks completed in March 2024. Slab to be poured early April 2024.	20%	

Not Due to Commence | Issues Encountered | On Track | Complete

Action: Key Performance Measures - Airport Services

Performance Measure	Annual Target	Actual (Year to Date)
Total operating expenses per RPT Passenger	< $85	$64.40
Number of Non-Conformance Notices received from CASA Surveillance	0	0
Number of written complaints received per annum	0	0
Percentage of non-conformances rectified within agreed timeframes and to regulator satisfaction	100%	100%
Number of RPT Movements per annum	800	813
Number of RPT Passengers per annum	3,500	4,687
Number of non-RPT aircraft movements per annum	2,000	2,571

Action: Key Performance Measures - Fleet

Performance Measure	Annual Target	Actual (Year to Date)
Percentage of total maintenance conducted was unplanned	< 50 %	54%
Number of planned maintenance activities completed on time	> 95 %	83%
Residual Value vs Auction Proceeds	85%	124%
Number of Service Requests recorded	2,274	491
Number of Plant Procurement Renewals	73	20
Number of Insurance Claims	< 20	1
Number of Disposal Assets Dispatched to Auction	73	20

Not Due to Commence Issues Encountered On Track Complete

Action: Key Performance Measures - Aquatic Facilities

Performance Measure	Annual Target	Actual (Year to Date)
Operational cost per patron is maintained below $15 per patron - Boggabri	$15	$7.40
Operational cost per patron is maintained below $15 per patron - Narrabri	$11	$6.35
Operational cost per patron is maintained below $15 per patron - Wee Waa	$14	$13.39
Percentage of water quality compliance with NSW Health Regulations.	100%	100%
Number of membership passes increased on previous year	5%	-55%
Number of events held at the Narrabri Aquatic Centre Multi-Function Room increased on previous year	5%	5%
Number of patrons accessing the pools - Boggabri	9,000	4,610
Number of patrons accessing the pools - Narrabri	47,000	22,763
Number of patrons accessing the pools - Wee Waa	11,850	3,701
Number of Learn to Swim classes (Council run) offered at Boggabri, Narrabri and Wee Waa pools	550	827

Action: Key Performance Measures - Property Services

Performance Measure	Annual Target	Actual (Year to Date)
Reduce overall energy consumption (kilowatt hours)	> 7 %	14.46%
Response time to unforeseen / urgent repairs	< 3 Days	3
Complete property related insurance claims	10	0
Maintain less than 5% rental arrears	< 5 %	3%
Undertake Lease / Licence audit	100%	100%
Attend to, negotiate, and update all expiring leases, licences, and occupancy agreements	8	8
Prepare plans of management, property related policies, property management protocols, structures, and frameworks	5	1

Not Due to Commence | Issues Encountered | On Track | Complete

Performance Measure	Annual Target	Actual (Year to Date)
Undertake ongoing condition-based assessment of Council buildings and establish facilities management plans	10	10

Action: Key Performance Measures - Saleyards

Performance Measure	Annual Target	Actual (Year to Date)
Net cost of operation to Council (excluding capital)	$40,000	$18,000
Zero reported WHS incidents attributable to Council	< 0	0
Number of head sold per annum	< 14,000	0
Number of separate uses of truck wash facilities	> 1,500	388
Net operational cost per animal sold ($ per animal)	$15	0
Compliance with the National Saleyards Quality Accreditation (NSQA) annual audit	100%	100%
Number of individual sale days per annum	> 20 Days	0 Days

Not Due to Commence Issues Encountered On Track Complete

Action: Key Performance Measures - The Crossing Theatre

Performance Measure	Annual Target	Actual (Year to Date)
Number of events held in the Exhibition Room	60	32
Number of coffees sold	6,000	3,229
Number of events held in the Riverside Room	90	32
Number of events held in the Auditorium	60	28
Operating Costs per paying venue patron	< $18	$33
Number of event catering lunches provided	2,500	961
Number of Cinema patrons	20,000	4,096
Cinema Two (2) occupancy rate	25%	12.66%
Number of event attendees	9,000	2,505
Cinema One (1) occupancy rate	20%	5.25%
Overall customer satisfaction (google and Facebook reviews)	4	4.2
Overall room utilisation rate	20%	33.21%
Number of Café main meals sold	10,000	2,457
Number of events held in the Gallery Lounge	50	13

Not Due to Commence | Issues Encountered | On Track | Complete

Financial Services

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.2.3.5	Produce Annual Factsheets regarding Council's Budget and Financial Statements to improve community understanding of Council's financials	30/06/2024	In development, awaiting final figures from budget.	90%	
4.3.1.2	Review procurement process to reflect best practice.	30/06/2024	Procurement Policy and Guidelines being reviewed by MANEX for feedback and then adoption.	75%	
4.3.2.1	Annually review Council's Rating Structure to ensure equity and fairness in rating distribution.	30/06/2024	Draft rating structure has been prepared by staff for inclusion in 2024/25 revenue policy.	70%	
4.3.2.2	Review and monitor Council's financial risk profile across the organisation.	30/06/2024	Continually reviewed to minimise financial risk.	75%	

Not Due to Commence Issues Encountered On Track Complete

Action: Key Performance Measures - Financial Services

Performance Measure	Annual Target	Actual (Year to Date)
Rates outstanding (rates, annual charges, interest, and extra charges outstanding %)	< 11 %	8.50%
Accounts receivable - average monthly percentage of accounts outstanding for more than 90 days	10%	24%
Accounts payable - average monthly percentage of invoices outstanding for more than 30 days	5%	11%
Statutory Accounting and Reporting completed by due date	100%	100%
All taxation returns completed by due dates	100%	100%
Monthly investment portfolio performance meets the policy benchmarks	100%	100%
Number of days overdraft facility required	< 0 Days	0
Rates and water accounts issued by due dates	100%	100%
Stock take variances within 2% of total stock value	100%	100%
Number of rate assessments (annual issue)	6,740	7,028
Number of water accounts issued per quarter (last quarter issued)	4,100	4,233
Number of s603 certificates issued	350	312
Number of pensioner rebates granted at levy	780	733
Number of accounts receivable transactions processed	700	772
Number of accounts payable transactions processed	18,000	9,115
Number of stores transactions processed	5,000	6,030

Not Due to Commence | Issues Encountered | On Track | Complete

General Manager

Governance and Risk

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.1.2.2	Ensure Council complies with public access to information requirements pursuant to the relevant legislation	30/06/2024	All GIPA Applications determined on time. No internal or external reviews requested or successful in YTD.	75%	
4.1.2.4	Implement Council's Service Review Strategy	30/06/2024	Provider engaged following competitive public Expression of Interest process. Reviews to occur in Quarter 4 2023/2024 with reports due to management in June 2024.	25%	
4.1.2.10	Conduct annual Business Continuity Plan (BCP) exercises and update as required	30/06/2024	Exercise conducted in March 2024. Exercise debrief to occur in April 2024 with a review of the BCP to be completed by June 2024.	75%	
4.1.2.11	Conduct quarterly Audit Risk and Improvement Committee meetings	30/06/2024	Audit Risk and Improvement Committee meeting held in August and December 2023 and March 2024 with the next meeting scheduled for May 2024.	75%	
4.1.2.12	Continue to implement Council's Internal Audit Program	30/06/2024	Payroll audit completed. Grant Management Audit completed. Asset Management Audit underway and due for completion in Quarter 4 2023/2024. Cybersecurity Audit due to take place in Quarter 4 2023/2024.	70%	
4.1.2.13	Deliver and maintain Council's Safety Audit System	30/06/2024	Training provided to new employees and the system is regularly monitored. Regular review of events and actions occurring to ensure timely response.	75%	
4.1.2.16	Finalise Council's Fraud and Corruption Plan	30/06/2024	Council has a Fraud and Corruption Policy and Risk Register that is currently being entered into Council's ERM tool, Pulse. Council should look to develop and implement a control framework which identifies and manages the risk of incidence of fraud or corruption and includes prevention and monitoring strategies.	20%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.1.2.19	Ensure Council Meetings are conducted in accordance with the Local Government Act 1993 (NSW) and the Code of Meeting Practice	30/06/2024	Council meetings progressing. The Governance team provides regular and timely advice to Councillors and the Council on procedural matters to ensure compliance with the Code of Meeting Practice (COMP).	75%	
4.1.2.20	Promote ethical behaviour through awareness and advice, and manage investigations of alleged corruption, maladministration, or breaches of the Code of Conduct	30/06/2024	Advice and education being regularly provided to staff and Councillors. Otherwise, this action is on track with any matters being investigated as they arise.	75%	
4.1.2.22	Administer and promote a consistent approach to risk through the Risk Management Framework	30/06/2024	Transition to Pulse Risk Module complete with training ongoing. Council's risk management culture has improved through increased engagement through the introduction of Bulletins from the risk team and interteam collaboration.	60%	
4.1.2.23	Promote business improvement and risk management through the implementation of initiatives arising from internal and external audits	30/06/2024	Quarterly reporting to ARIC with reviews. Audit actions have been uploaded into pulse for better monitoring and action management. StateWide Continuous Improvement Pathway report received. Monitoring of recommendations from this report will be undertaken in Pulse.	75%	
4.1.2.24	Implement Guidelines for Risk Management and Internal Audit for Local Government in NSW	30/06/2024	Council is currently finalising an internal review to sign off on compliance with the Guidelines. New Internal Audit Charter and ARIC Terms of Reference to be adopted in Quarter 4 2023/2024.	80%	
4.1.2.25	Implement Council's chemical monitoring system	30/06/2024	All sites' chemicals have been entered into WHS Monitor. WHS team is working with stakeholders to develop treatment plans and implement them.	75%	
4.1.4.4	Review and improve the Corporate Planning Module	30/06/2024	Pulse Corporate Planning and Reporting module implemented and training delivered to staff. In use as of Quarter 1 2023/2024.	100%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.2.1.2	Ensure Aboriginal communities are engaged throughout the preparation of local planning strategies and local plans	30/06/2024	Council's Community Engagement Officer works with Council's Community Development Coordinator and Planning and Development teams to promote engagement with community during the update of any strategic planning instruments that are due for review in 2023/2024.	75%	
4.2.1.3	Implement opportunities for further engagement with the younger population of the Shire via the Narrabri Shire Youth Council	30/06/2024	Worked cooperatively with Youth Council to develop Youth Strategy, which will now be implemented by Community Development. Council's Community Engagement Officer continues to work collaboratively with the Youth Council on Youth issues in the community.	75%	
4.2.2.15	Oversee and provide advice to ensure Council effectively engages with internal and external stakeholders	30/06/2024	Community Engagement occurring across several projects including the Boggabri Civic Centre, the Wee Waa Community and Business Centre, the Drought Resilience Project, Youth Council, and Your Village Matters meetings, among others. In addition, Council's Governance team regularly provides advice and enabling to other sections of Council in community and stakeholder engagement.	75%	
4.2.3.8	Support Council's executive management team	30/06/2024	Personal Assistant providing ongoing support. The Governance and Risk team provides high level legal, governance, safety, and risk management advice to Executive Management on an ongoing and as-needs basis.	75%	
4.2.4.8	Provide administrative support to Planning and Sustainability Directorate in their functions	30/06/2024	Ongoing support to Planning and Sustainability Directorate being provided by an Administration Officer.	75%	
4.2.4.9	Provide administrative support to Infrastructure Delivery Directorate in their functions	30/06/2024	Administration Officers are providing key administrative support to all areas of Infrastructure Delivery. In fulfilling this role, Administration Officers are working with stakeholders to develop more efficient ways of conducting Council business.	75%	
4.3.1.9	Support departments in the capturing and storage of business processes and corporate knowledge	30/06/2024	Administration Officers are working with different teams to codify corporate knowledge in procedures and other documents.	75%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.3.1.10	Finalise review of Council's Safe Work Method Statements	30/06/2024	Work was halted during Quarter 3 2023/2024 to focus on other priorities. Return to review to occur in Quarter 4 2023/2024.	25%	
4.3.1.11	Provide advice and enabling resources to wider Council in order for Council to comply with its obligations under the WHS legislation and Codes of Practice	30/06/2024	Regular advice, training, and tools given to workforce and management surrounding safe work practices, including improving work practices to make them safer. Focus in Quarter 4 2023/2024 will be on Contractor WHS Management and site inspections.	75%	
4.3.1.12	Develop and implement Council's WHS Strategy	30/06/2024	Due to be prepared later in 2023/2024 with a view to being endorsed by MANEX for approval by new Council in 2024.	0%	
4.3.3.11	Quarterly reporting of continuous improvement initiatives (including service review progress and recommendations) provided to the Audit, Risk and Improvement Committee	30/06/2024	Audit, Risk and Improvement Committee (ARIC) meeting held in August 2023, December 2023, and March 2024. Continuous improvements initiatives are on the agenda for ARIC meetings. Service reviews commenced Quarter 3 2023/2024 and due for completion Quarter 4 2023/2024 with progress reported to the ARIC.	75%	
4.3.4.8	Organise and execute Council's Safety Awards annually	30/06/2024	Peak Safety Awards being presented at each monthly Peak Safety BBQ.	75%	
4.3.4.9	Review and implement Council's Risk Management Framework	30/06/2024	Implementation ongoing. Pulse Risk Module implemented across organisation. Review of Risk Management Framework to occur in Quarter 4 2023/2024 with an intention for new Risk Management to be presented to Council in Quarter 4 2023/2024.	75%	
4.3.4.10	Conduct quarterly Health and Safety Committee meetings	30/06/2024	Health and Safety Committee held in July and October 2023, and January 2024.	75%	
4.3.4.11	Ensure the delivery of compliance and awareness training to required staff	30/06/2024	Inductions occurring for new employees. Bullying and Harassment Training undertaken face to face for outdoor workforce in Quarter 2 2023/2024.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.3.4.12	Implement an annual Health and Wellness Day for Council's employees	30/06/2024	Health and Wellbeing Days held in February 2024. These were successful events at which staff were provided with guidance and information regarding health and wellbeing initiatives and were also able to undertake health screening and baseline health testing.	100%	
4.3.4.13	Implement Council's Integrated Management System (WHS, Environment and Quality)	30/06/2024	Consideration underway as to the future of this project. Placed on hold while it is under review.	40%	
4.3.4.14	Investigate and implement opportunities to improve employees health and wellbeing	30/06/2024	Opportunities have been investigated including the following; adoption of Health Monitoring Operational Protocol; RU Ok Day; Training to staff around difficult customers; regular education for workers around health and wellness issues and initiatives; and the review of health monitoring initiatives. Staff Health and Wellbeing Days held in February 2024. Flu shots for staff due for late April 2024.	75%	
4.3.4.17	Investigate serious or systemic safety incidents	30/06/2024	All major incidents investigated thoroughly and corrective actions issued.	75%	
4.3.4.18	Manage Council's return to work program	30/06/2024	Consistently working with injured workers to support them and promote a quick return to work. This includes going to appointments with injured workers and liaising with management to arrange alternate duties. Council's return to work program is currently the highest performing in the region, and significantly higher performing than all averages across the Local Government sector.	75%	
4.3.4.19	Manage Council's Drug and Alcohol Testing program	30/06/2024	Post incident testing occurring. Plans for further random testing in 2023/2024, and targeted testing on an as needs basis.	75%	

Not Due to Commence | Issues Encountered | On Track | Complete

Action: Key Performance Measures - Governance

Performance Measure	Annual Target	Actual (Year to Date)
Council Meeting Business Papers published at least three (3) days prior to the meeting date	100%	100%
Progress Reports produced and presented to Council	6	2
Delegations are reviewed biannually	100%	100%
Policies reviewed and adopted by Council	10	0
Breaches of the Council's Code of Conduct	0	3
Ordinary Council Meetings	> 10	8
Extraordinary Council Meetings	1	2
Formal Access to Information Applications dealt with within the legislated timeframes	100%	100%
Formal Access to Information Applications Received	> 10	9
Informal Access to Information Applications Received	> 80	80

Action: Key Performance Measures - Corporate Planning

Performance Measure	Annual Target	Actual (Year to Date)
Percentage of reporting completed by due date	100%	73

Not Due to Commence | Issues Encountered | On Track | Complete

Action: Key Performance Measures - Corporate Risk

Performance Measure	Annual Target	Actual (Year to Date)
Number of inductions/refresher sessions	> 4	1
Number of Risk Alerts issued	< 5	0
CIP Risk Management Action Plan Completed	100%	100%
Number of BCP exercises completed	> 1	1
Percentage of Corporate Risks that have been determined 'As Low As Reasonably Practicable'	> 50 %	38.1%

Action: Key Performance Measures - Work Health & Safety

Performance Measure	Annual Target	Actual (Year to Date)
Number of Safety Award presentations	10	14
Percentage of incident investigations completed	85%	100%
Number of Incidents - Plant & Infrastructure (Low)	< 25	9
Council's cumulative previous 3 years total Workers Compensation Claims Cost	$180,000	$113,399
Percentage of Vault Events closed by due date	100%	88%
Audit results for Workplace Health & Safety	> 75 %	88%
Number of Incidents - Plant & Infrastructure (Critical)	< 5	0
Percentage of serious incidents are investigated	100%	100%
WHS Strategy Objectives met	> 75 %	0%
Percentage of all Vault's corrective actions completed	100%	87%
Number of Safety Bulletins issued	12	4
Number of Incidents - Plant & Infrastructure (Medium)	< 0	0

Not Due to Commence Issues Encountered On Track Complete

Performance Measure	Annual Target	Actual (Year to Date)
Number of Open Workers Compensation Claims (Rolling Average)	25	14
Number of toolbox talks issued	12	14
Percentage of high-risk worksites are inspected at least once annually	100%	100%
Number of Incidents reported - Injury (Lost Time)	< 10	4
Percentage of safety reporting to MANEX completed by due date	100%	100%
Number of New Workers Compensation Claims	< 15	9
Number of Safety Interactions completed	40	46
Number of Incidents reported - Injury (First Aid)	< 20	6
Number of Workplace Inspections Completed	36	41
Number of Lost Time Injuries (Workers Compensation Premium Impacting)	< 10	3
Number of Incidents reported - Injury (Medical Treatment)	< 10	5
Number of Safety Alerts issued	10	7
Number of Incidents - Plant & Infrastructure (High)	< 5	0
Percentage of reported hazards that have been assigned corrective actions	75%	100%

Not Due to Commence | Issues Encountered | On Track | Complete

Emergency Management

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.3.1.4	Advocate for information sharing processes between response agencies.	30/06/2024	This is a continuous process that is completed through the Local Emergency Management Committee (LEMC). The Emergency Management Plan and Consequence Management Guidelines were updated and endorsed in Quarter 4 2022/2023.	75%	
2.3.1.5	Shire Wide - Investigate the establishment of Heli Pads in key locations (such as areas near isolated workforces) across Narrabri, Boggabri, Wee Waa and the Pilliga to assist in emergency management and evacuation efforts.	30/06/2024	Advocacy is continuous in conjunction with the Local Emergency Management Committee.	75%	
2.3.1.6	Assess and manage the impacts of climate change (such as heat, floods, storms and drought) on Council's assets and services	30/06/2024	Included in current Asset Management Plans. Asset Management Plans due for renewal late 2024.	100%	

Not Due to Commence | Issues Encountered | On Track | Complete

People and Values

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.3.2.8	Develop Council's Entry Level Employment Strategy	30/06/2024	Opportunities to introduce more Apprenticeship and Traineeship opportunities continue to be explored.	75%	
4.3.2.10	Investigate and implement a data capture system to help inform Council operations and Workforce Management	30/06/2024	Currently investigating HR modules within TechOne to assess their functionality, usability and lay the groundwork for future implementation. This will assist in centralising and accurately capturing data, streamline business processes, minimise the potential for human error, and create reporting opportunities throughout the entire employee life cycle. In the interim we are also investigating the option to integrate HR Onboard and Scout to enhance data capture during this period. It is anticipated that implementation of the various TechOne modules would span over a 2 year period and cannot be achieved during the period of this Operational Plan.	50%	
4.3.2.11	Investigate non-salary-based incentives for Council Staff	30/06/2024	The Education and Accreditation Assistance Protocol has now been adopted and will be communicated to staff.	75%	
4.3.2.12	Investigate opportunities to support a culturally diverse workforce	30/06/2024	Opportunities continue to be explored as they are presented.	100%	
4.3.2.14	Continue to implement Council's Mature Aged Workforce Strategy	30/06/2024	Transition to retirement opportunities continue to be implemented.	75%	
4.3.2.15	Develop Council's Workforce Knowledge Retention Strategy	30/06/2025	It is expected that the development of a Strategy would not be achievable within this financial year due to limited resources.	0%	
4.3.2.16	Develop Council's Recruitment Strategy	30/06/2025	Council continues to apply recruitment strategies to encourage diversity, promote career opportunities and pathways and advertise in a manner that aims to attract prospective candidates who have the desired skills, qualities and qualifications that will contribute to the goals of the organisation.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.3.2.17	Develop and conduct Recruitment Workshops for people of all abilities to increase understanding the local government recruitment process	30/06/2024	Council continues to take up opportunities to conduct or participate in workshops to encourage people of all abilities.	100%	
4.3.2.18	Develop an Easy Read fact sheet for people considering applying for a job with local government	30/06/2024	Fact Sheet developed in 2022/2023 and continues to be included in advertisements and improved on as required.	100%	
4.3.4.1	Conduct annual Staff Recognition Program	30/06/2024	Service Awards were presented to employees during November and December 2023.	100%	
4.3.4.2	Ensure all staff are appropriately inducted into Council's premises, systems, policies and processes	30/06/2024	New staff are issued with policies when they receive their letter of offer. They are also asked to undertake code of conduct training via Council's e-learning system. Relevant sections of Council are notified of the employees system and equipment requirements prior to commencement so that the employee feels included and engaged from their first day. Supervisors undertake a worksite induction over the first few days of commencement. During the induction, employees become familiar with standards of work, safe work methods, the training and development framework and governance and risk requirements.	100%	
4.3.4.3	Develop and implement Council's Aboriginal Employment Strategy	30/06/2024	It is anticipated that a strategy will not be consulted upon developed and implemented in this financial year. The strategy will be informed by the Reconciliation Action Plan which is currently being developed. This Action Plan proposes strategies and actions in relation to employment.	10%	

Not Due to Commence Issues Encountered On Track Complete

Action: Key Performance Measures - People & Values

Performance Measure	Annual Target	Actual (Year to Date)
Average length in Recruitment Process (in days)	< 60 Days	66.75 Days
Staff Turnover (%)	12%	16.8%
Employee Initiated Staff Turnover (%)	10%	14.13%
Employer Initiated Staff Turnover (%)	2%	2.71%
Number of positions recruited for	> 60	31
Number of Apprenticeships/Traineeships recruited	7	0
Number of grievances processed	0	1
Number of Performance Management cases	0	10
Number of group training events coordinated	1	1

Not Due to Commence | Issues Encountered | On Track | Complete

Infrastructure Delivery

Projects and Assets

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.2.3.3	Boggabri - CBD - Investigate the feasibility of implementing more parking (including caravan parking)	30/06/2024	An assessment looked at current car parking configuration in accordance with the requirements of AS 2890 (for general car parking spaces) and AS 2890.6-2022 (for disabled car parking spaces). It was determined that current car parking configuration abides by these standards (not exceeding the standard) with no available space for more car parks.	75%	
1.2.3.4	Develop a Safe Routes for Seniors program in the Shire by auditing popular routes in association with a senior/aged care facility, make improvements and then promote their use (including signage of routes) (Stage 1 of 3)	30/06/2026	This is a four-year action and this year's actions for sourcing funding is 80% complete. An expression of interest application for the Get NSW Active Grant scheme was submitted by the NSC Grants team 8 December 2023. Advice on the application process will be released in early May 2024 and close June 2024. Cost estimation works for the second phase of the grant application are underway. If successful, the works under this grant will audit all critical Pedestrian Access Mobility Plan (PAMP) areas and advice from the audit will be used to update the current PAMP (2014).	80%	
1.2.3.5	Narrabri - CBD - Investigate the feasibility of implementing more parking (including caravan parking)	30/06/2024	An assessment of the Maitland Street car parking was completed in March 2024. The assessment looked at current car parking configuration in accordance with the requirements of AS 2890 (for general car parking spaces) and AS 2890.6-2022 (for disabled car parking spaces). It was determined that current car parking configuration abides by these standards (not exceeding the standard) with no available space for more car parks.	100%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.2.3.8	Wee Waa - CBD - Investigate the feasibility of implementing more parking (including caravan parking)	30/06/2024	An assessment looked at current car parking configuration in accordance with the requirements of AS 2890 (for general car parking spaces) and AS 2890.6-2022 (for disabled car parking spaces). It was determined that current car parking configuration abides by these standards (not exceeding the standard) with no available space for more car parks.	75%	
2.1.3.1	Capex - Boggabri - Dripping Rock Access Road - Investigate and determine possible resolution of access issues - Development Feasibility Study (R4R Funded)	30/06/2024	Council has engaged consultants to review land usage description with Crown lands and prepare feasibility study. Feasibility Study nearing completion of draft, to be reviewed in late May 2024.	60%	
2.2.1.7	Ensure appropriate regulatory and guidance signage is provided on all existing and proposed walk and cycle facilities.	30/06/2024	This is a four year action - this year's actions for sourcing funding are 80% complete. An expression of interest application for the Get NSW Active Grant scheme was submitted by the NSC Grants team 8 December 2023. Advice on the application process will be released in early May 2024 and close June 2024. Cost estimation works for the second phase of the grant application are underway. If successful, the works under this grant will audit all critical Pedestrian Access Mobility Plan (PAMP) areas and advice from the audit will be used to update the current PAMP (2014).	80%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.2.1.8	Facilitate more recreational walking and cycling paths, linkages with centres and public transport, and expand inter-regional and intra-regional walking and cycling links	30/06/2024	This is a four year action - this year's actions for sourcing funding are 80% complete. An expression of interest application for the Get NSW Active Grant scheme was submitted by the NSC Grants team 8 December 2023. Advice on the application process will be released in early May 2024 and close June 2024. Cost estimation works for the second phase of the grant application are underway. If successful, the works under this grant will audit all critical Pedestrian Access Mobility Plan (PAMP) areas and advice from the audit will be used to update the current PAMP (2014).	80%	
2.2.1.9	In association with schools, audit key routes to school and improve the facilities along these routes and report to Council	30/06/2024	This is a four year action - this year's actions for sourcing funding are 80% complete. An expression of interest application for the Get NSW Active Grant scheme was submitted by the NSC Grants team 8 December 2023. Advice on the application process will be released in early May 2024 and close June 2024. Cost estimation works for the second phase of the grant application are underway. If successful, the works under this grant will audit all critical Pedestrian Access Mobility Plan (PAMP) areas and advice from the audit will be used to update the current PAMP (2014).	80%	
2.2.1.10	Investigate and address impediments to regional freight network and work with stakeholders to upgrade transport network capacity as demand changes	30/06/2024	Investigations and advocacy are continuous throughout the year in conjunction with heavy vehicle operators.	75%	
2.2.1.33	Shire Wide - Transport Assets - Roads Condition Assessments and Revaluations	30/06/2024	Culvert and bridges inspected and completed by staff. Consultant engaged and desktop study completed.	95%	
2.3.1.1	Shire Wide - Investigate and advocate for telemetric gauges on the creek systems that are subject to flash flooding	30/06/2024	Investigations and advocacy ongoing.	50%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
3.1.1.1	Conduct annual tendering and procurement information sessions for local contractors	30/06/2024	Information session was conducted at the Narrabri aquatic center this session included how to sign up to Council vendor panel.	100%	
3.2.1.4	Narrabri - West Precinct Freight Link - Upgrade	30/06/2024	The original scope of the project aimed to close the level crossing from Old Turrawan Road to Gately Street and reopen the level crossing from Old Turrawan Road to Old Newell Highway, in addition to the extension of Avon Street to Old Turrawan Road and the realignment of the Southern Intersection from Old Turrawan Road to the Kamilaroi Highway. However, the State Government withdrew funding in December 2023.	20%	
3.2.4.1	Adapt road strategies to manage the impact of regionally important projects such as the Inland Rail and other significant freight requirements on the future road network of the Narrabri Shire.	30/06/2024	A review this strategy has commenced following recruitment of additional Design staff.	20%	
4.3.2.25	Develop Council's Asset Management Guidelines and Contract Management Framework	30/06/2024	Council staff and consultants have been collaborating to migrate asset data into Tech one and spatial maps on completion of this process the guidelines for assets will be completed. Completion expected end of 2023/2024. Contract management guidelines will align with the completion of the Vendor panel system installation. Work on the Contracts Framework has commenced.	20%	
4.3.2.27	Finalise Council's Project Management Framework	30/06/2024	Project Initiation checklist is nearing completion. Framework, tracking tools and how to guides to follow the completion of the initiation checklist.	60%	
4.3.2.29	Run annual Project Management workshops with Managers	30/06/2024	Training rescheduled to be completed by end of Quarter 4 2023/2024. Projects Framework is currently being updated with Manager's to be trained following the update.	0%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.3.3.10	Procure Drone (with LiDAR) and training to improve efficiencies and survey quality	30/06/2024	All items including software were quoted higher than the approved CAPEX. The revised cost has been added to the quarterly budget review. Once the revised budget is approved, the drone and all associated software can then be purchased.	90%	

Action: Key Performance Measures - Design Services

Performance Measure	Annual Target	Actual (Year to Date)
Cost per kilometre of road design produced	< $7,500	3,325
Internal designs completed within the allocated (agreed) timeframe	100%	100%
External designs reviewed and comment provided within 15 working days	100%	100%
Heavy Vehicle permits assessed and completed within 15 working days	100%	100%
Development Applications assessed and reply submitted to the Director of Infrastructure Delivery within 15 working days	100%	100%
Dial Before You Dig requests are replied to within 3 working days	100%	100%
Number of new Assets created for associated Capital Works Projects	110	50%
Asset inspections work schedules developed for services with maintenance schedules	4	0
Number of major projects design completed (>$100,000 total project cost)	20	4
Number of minor projects design completed (<$100,000 total project cost)	150	30
Number of external designs assessed	60	10
Number of Traffic Count Data collected	200	10
Number of Heavy Vehicle Permits assessed	120	50
Number of Development Applications assessed	60	6

Not Due to Commence | Issues Encountered | On Track | Complete

Performance Measure	Annual Target	Actual (Year to Date)
Number of Dial Before You Dig requests completed	50	15

Action: Key Performance Measures - Projects and Assets

Performance Measure	Annual Target	Actual (Year to Date)
Number of annual contracts managed (Unit Rate Panel Type Contracts)	9	6
Number of legislative and/or Policy breaches relating to tendering	< 0	0
Number of new construction and plant contracts processed	10	3
Number of Capital Works Projects documented as per Project Management Framework	85%	50%
Contract Progress Claims are checked and processed within the stipulated time	100%	100%

Not Due to Commence | Issues Encountered | On Track | Complete

Parks and Open Spaces

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.1.3.1	Narrabri - Investigate the construction of an Indoor Sports Centre	30/06/2024	Investigation into the construction of a indoor sporting facility has been completed. Council has obtained funds for a Masterplan to be developed next financial year. Scope of works for consultant are being finalised and then released for Vendor panel assessment and consultation.	100%	
1.1.3.4	Boggabri - Jubilee Oval - Carpark Entry Area (Carryover 2022/2023)	30/06/2023	Project completed in 2022/2023 with remaining invoices received after 30 June 2023.	100%	
1.1.3.8	Narrabri - Leitch Oval - Replace Lighting (SCCF5 Funded)	30/06/2024	Lietch oval lighting project has been included in the Sportfield lighting tender due to close on the 11/05/2024 too be installed in 2024/2025.	50%	
1.1.3.11	Narrabri - Collins, Hogan and Leitch Ovals - Access Roads	30/06/2024	Heavy patching has been completed and spray seal contractor has been engaged for completion in Quarter 4 2023/2024.	50%	
1.1.3.14	Narrabri - Collins Park - Electric Scoreboard (Grant Funded) (carryover 2021/2022)	30/06/2023	Score board installed. Official plaque and opening to be completed at the start of next Rugby league season in April 2024.	100%	
1.1.3.16	Narrabri - Tennis Court Infrastructure (SCCF3 Funded) (Carryover 2021/2022)	30/06/2022	Handrails and entry gate installed in October 2023. Project completed.	100%	
1.1.3.17	Shire Wide - Sporting Fields - Renewal Program (Narrabri - Gately Field - Replace Irrigation Pumps and Tanks (Carryover 2022/2023))	30/06/2023	The project has been released on Vendor panel for quotations this process will close early in the Quarter 4 2023/2024 for contractor engagement. Issues obtaining contractor to complete works.	20%	
1.1.3.18	Wee Waa - Tennis Court - Install two multipurpose courts (SCCF5 Funded)	30/06/2024	Contractors engaged for the courts refurbishment and to remove old club house works will commence in Quarter 4 2023/2024. This project will take place over two years.	75%	
1.1.3.19	Boggabri - Jubilee Oval - Install Lighting (subject to funding)	30/06/2024	Funding obtained, Jubilee Oval project was added to the sports field lighting tender which closes on 11 /05/2024. The lights are scheduled to be installed in 2024/2025.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.1.3.20	Bellata - Multi-Purpose Court (SCCF3 Funded) (Carryover 2022/2023)	30/06/2023	Project complete in 2022/2023. Final invoice received after 30/06/2023.	100%	
1.2.2.1	Boggabri - Investigate and complete the upgrade of Splash Park - Stage 1 - (Resources for Regions Funded)	30/06/2024	The Boggabri splash pad project will be released for tender in the Quarter 4 2023/2024. To be installed in 2024/2025.	50%	
1.2.2.8	Narrabri - Investigate and complete the upgrade of Splash Park - Stage 1 - (Resources for Regions Funded)	30/06/2024	The Narrabri splash pad has been compiled into the Splash Park tender and will be installed in 2024/2025.	50%	
1.2.2.15	Wee Waa - Investigate and complete the upgrade of Splash Park - Stage 1 - (Resources for Regions Funded)	30/06/2024	Wee Waa splash pad tender released in Quarter 4 2023/2024 for installation in 2024/2025.	75%	
1.2.2.24	Boggabri - Lawn Cemetery - Install water tank and pump (carryover 2022/2023)	30/06/2023	Investigations revealed the water tank would not be sufficient to assist in the removal of Calcium in the water supply this project will be discontinued and alternate investigated.	10%	
1.2.2.26	Narrabri - Lawn Cemetery - Install two concrete plinth rows (carryover 2022/2023)	30/06/2023	Rows to be installed in Quarter 4 2023/2024.	50%	
1.2.2.27	Wee Waa - Cemetery - Develop Master Plan	30/06/2024	Internal design completed and the design has now been awarded for conceptual plans from a master planner to be release to Council in Quarter 4 2023/2024 for review.	40%	
1.2.2.28	Wee Waa - Cemetery - Install toilet and amenities block (Carryover 2022/2023)	30/06/2023	Project completed in 2022/2023 with remaining invoices received after 30 June 2023.	100%	
1.2.2.29	Wee Waa - CBD and Surrounds (including the War Memorial and Dangar Park) - Develop Master Plan (Resources for Regions Funded)	30/06/2024	Concept plans have been received. The plans will go to the April 2024 Ordinary Council Meeting for adoption for further public consultation.	50%	
1.2.2.35	Narrabri - Collins Park - Upgrade Grandstand and Amenities (Carryover 2021/2022)	30/06/2022	Electrical upgrades and guard rails to be completed in Quarter 4 2023/2024. The project will then be complete.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.2.2.39	Narrabri - Tourism Hub - Stage 1 - Car Park (VPA Funded) (carryover 2022/2023)	30/06/2023	Council Voluntary Planning Agreement (VPA) has not been allocated to this year's capital works budget and has been forecasted to align with the playground project in 2024/2025.	0%	
1.2.2.46	Shire Wide - Conduct ongoing Facilities Maintenance	30/06/2024	Continual maintenance program is ongoing throughout the year. This program for Quarter 3 2023/2024 included the Pilliga bore head repairs and fencing the Cooma Oval kiosk shutters.	75%	
1.2.2.49	Wee Waa - Dangar Park - Upgrade Irrigation (subject to funding)	30/06/2024	Irrigation ring main and 50% of the individual stations have been installed the remainder of the project will be completed in Quarter 4 2023/2024.	65%	
1.2.2.64	Narrabri - Lawn Cemetery - Renew internal roads and carpark (Carryover 2021/2022)	30/06/2022	This project was incorporated into the Shire wide Kerbs and Gutter project. This tender became invalid due to the Contractor withdrawing. The Tender is due for release in Quarter 4 2023/2024.	40%	
1.2.2.65	Wee Waa - Cemetery - Upgrade Entrance Road (carryover 2021/2022)	30/06/2022	Project completed in 2022/2023, with final invoices received after 30/06/2023.	100%	
1.2.2.66	Narrabri - Netball Courts - Upgrade (SCCF4 Funded)	30/06/2024	New pavement has been laid and fencing has commenced. The final stage of line marking and storage shed to be completed in Quarter 4 2023/2024.	75%	
1.2.2.67	Narrabri - Dangar Park - Upgrade and install additional fencing, grandstand, and pathways (Resources for Regions Funded)	30/06/2024	Sports field and practice field completed. The perimeter security fence to be installed in Quarter 4 2023/2024.	50%	
1.2.3.20	Narrabri - West Lake Shared Pathway - Design footbridge to replace the Stepping Stones (subject to funding)	30/06/2024	Design completed. Council will continue to source grants funds.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.2.3.22	Shire Wide - Investigate the installation of additional inclusive amenities	30/06/2024	Council has incorporated accessibility design into all procurement of new amenities and will continue to upgrade existing amenities. New accessible amenities buildings have been installed in Wee Waa Cemetery and Narrabri Tibbereena Street upgrades. A suitable site within the Narrabri CBD has been identified and preliminary planning is underway.	100%	
1.2.3.32	Narrabri - Tibbereena Street Accessible Amenities Block (Tourism Hub) (BSBR Grant Funded)	30/06/2024	Block installed and connected to services. Garden beds also installed to improve the amenity of the space. Project completed.	100%	
1.3.1.1	Boggabri - CBD and Surrounds (including Vickery Park) - Develop Master Plan (Resources for Regions Funded)	30/06/2024	Master plan for Vickery Park CBD and Civic precinct was adopted by Council at the February 2024 Ordinary Council Meeting.	100%	
1.3.1.3	Narrabri - CBD - Review and Update Master Plan	30/06/2024	Council will continue the review of the plan and to source funding to complete projects from the plan.	50%	
1.3.1.4	Shire Wide - Investigate opportunities for beautification of entryways to townships	30/06/2024	Council town entry signage has not been completed. This project is key to the landscape plan. Council will continue with tree planting plan for entries to each Town.	15%	
1.3.1.11	Wee Waa - CBD Upgrade (VPA) (carryover 2020/2021)	30/06/2023	CBD roundabout with cotton ball sculptures and signage has been installed.	100%	
1.3.4.1	Narrabri - CBD - Identify an appropriate area to install an inclusive amenities block	30/06/2024	Council has investigated two potential sites one of which would require purchase of existing building the other is currently under investigation for future development. If Council want further amenities this building will need to be considered in future upgrades surrounding the CBD.	100%	
2.1.2.2	Shire Wide - Street Tree Strategy and Program	30/06/2024	This project will be investigated when the Renewable Energy Action Plan (REAP) strategy is completed.	0%	
2.2.1.12	Narrabri - CBD - Replace pavers	30/06/2024	Quotations being sourced to clean pavers on Maitland Street to be completed in Quarter 4 2023/2024.	20%	

Not Due to Commence Issues Encountered On Track Complete

Action: Key Performance Measures - Cemeteries

Performance Measure	Annual Target	Actual (Year to Date)
Revenue from interments fee charges cover at least half of the associated Interment Expenses.	> 50 %	70%
Number of written complaints relating to interments	< 0	0
Number of written complaints regarding maintenance of Cemeteries	< 0	1
Number of incidents of vandalism incurred at Council managed Cemeteries	< 0	0
Number of casket interments	90	79
Number of ash interments	10	18

Not Due to Commence Issues Encountered On Track Complete

Action: Key Performance Measures - Parks and Open Spaces

Performance Measure	Annual Target	Actual (Year to Date)
Number of hectares of recreational areas maintained	51 Ha	51 Ha
Amount of Grant funding received annually for Open space department	$150,000	$22,000
Number of hectares of sports fields maintained	22 Ha	22 Ha
Number of hectares of open spaces maintained	221 Ha	221 Ha
Annual cost per Ha to maintain Sports Facilities.	< $3,500	$5,372
Annual cost per Ha to maintain Open Space and stormwater areas	$1,762	$3,311
Cost to clean public toilets across shire (Total of 11)	$280,962	$261,761
Annual cost per Ha to maintain Recreation Parks	$2,012	$5,110
Customer satisfaction with level of service provided at parks, recreation, and sporting facilities	75%	84%
Percentage of Plans of Management reviewed by date	> 100 %	100%
Hours of the Shire's sports field bookings and utilisation	2,000	1,872

Not Due to Commence | Issues Encountered | On Track | Complete

Road Services

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.2.3.19	Narrabri - Selina Street and Guest Street - Shared Pathway	30/06/2024	Project is currently out to tender and is expected to be awarded by end of April 2024.	25%	
1.2.3.33	Narrabri - Tibbereena Street to Narrabri Creek Bridge - Construct Shared Pathway (Get Active NSW Funded)	30/06/2024	Works have commenced on the Shared path and carpark area directly adjacent to the Narrabri Creek Bridge. Base works of the carpark have been completed, as well as bulk earthworks for the Shared path. Concreting is scheduled for May 2024, followed by Sealing and Line marking of the Carpark, hand rails and landscaping.	40%	
2.2.1.15	Bellata - SR1 Millie Road - Upgrade (6.5km) (Fixing Local Roads Program Funded) (Carryover 2021/2022)	30/06/2023	Works completed in June 2023 with remaining expenses receipted in 2023/2024.	100%	
2.2.1.16	Boggabri - Boston Street Bridge - Upgrade (Resources for Regions Funded) (Carryover 2021/2022)	30/06/2022	Project incurred delays following the major flood event in September/November 2022. Bridge work was completed in 2022/2023. Seal and guard rail works completed in Quarter 1 2023/2024 with the bridge now open to traffic. Project complete.	100%	
2.2.1.17	Boggabri - SR21 Caloola Road - Upgrade (Carryover 2022/2023)	30/06/2023	Works have been completed.	100%	
2.2.1.18	Boggabri - Complete installation of shared pathway (Carryover 2021/2022) (R4R Funded)	30/06/2022	Works are well underway and are progressing well.	65%	
2.2.1.19	Boggabri - MR357 Rangari Road - Rehabilitation (LRRF Funded)	30/06/2024	Works are due to commence in May 2024.	0%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.2.1.20	Boggabri - Tullamullen Bridge and Green Hills Quarry - Design and Investigation (Year 1 of 2) (carryover 2021/2022)	30/06/2023	Investigation continuing with the projects now separated from one another. Tullamullen Bridge - Hydraulic investigations are currently being conducted, with a Review of Environmental Factors (REF) and Geotechnical investigations also in progress. Tender is also being developed concurrently and will go to market once all completed. Greenhill's Quarry - Council is working to resolve Land Title issues. These issues will need to be resolved prior to work being able to commence.	65%	
2.2.1.21	Develop a Rural Roads Maintenance Strategy	30/06/2024	Roads hierarchy has been developed and endorsed. A consultant has been engaged to develop the draft Strategy and review current resources and practices. Initial Scoping Report nearing completion after additional financial information provided.	30%	
2.2.1.22	Ensure Council's quarries and small mines are operated and maintained in an environmentally compliant manner	30/06/2024	Council has developed a Mine Safety Management Plan, which is reviewed on an ongoing basis. This plan encompasses the environmental aspects of all Council quarries to ensure they are operated to an appropriate environmental standard.	75%	
2.2.1.23	Eulah Creek - Bullawa Creek Bridge - Upgrade (R4R Funded)	30/06/2024	Project completed and open to traffic.	100%	
2.2.1.24	Merah North - Doreen Lane - Rehabilitation (FLRP Funded)	30/06/2024	Construction is due to commence in April 2024.	10%	
2.2.1.27	Pilliga - SR127 Pilliga Road - Upgrade (ROSI, FCR and BLOCK Grant Funded) (Year 1 of 2)	30/06/2025	Works scheduled for 2023/2024 have been completed. The project is ahead of schedule and progressing through Stages 10 and 11.	100%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.2.1.29	Shire Wide - Flood Damage Restoration (November 2021 Flood Event)	30/06/2023	Emergency Works and Immediate Rectification Works claims submitted in 2022/2023, $555,000. Further flooding has occurred and a review of all flood damage is now occurring. Outstanding damages have been rolled into most recent event. Works completed and claim has been finalised.	100%	
2.2.1.30	Shire Wide - Footpaths - Renewal programs	30/06/2024	Small scope of works on Tibbereena street, Narrabri has been outlined and works will be completed in May/June 2024.	10%	
2.2.1.31	Shire Wide - Floodway and Causeway Renewals	30/06/2024	Environmental studies have been completed and finalisation of the tender document is currently in progress. Delay completing REF studies.	15%	
2.2.1.32	Shire Wide - Kerb and Gutter - Replacement programs	30/06/2024	Tender package has been finalised and is currently out to market.	15%	
2.2.1.35	Shire Wide - Regional Roads - Reseal Programs	30/06/2024	Budget to be transferred to Pilliga Road MR127 upgrade as part of Council's co-contribution, please see Pilliga Road action for comments. Expenditure relates to 2022/2023 works invoiced after 30 June 2023.	100%	
2.2.1.37	Shire Wide - Shire Roads - Rehabilitation Programs	30/06/2024	See below projects for full breakdown of works.	80%	
2.2.1.37-1	Shire Wide - Shire Roads - Rehabilitation Programs - Merah North - SR46 Doreen Lane - Rehabilitation (LRRF Funded)	30/06/2024	Construction is progressing well, with stage 1 completed. Stage 2 is currently underway and set to be finalised in April 2024.	80%	
2.2.1.37-2	Shire Wide - Shire Roads - Rehabilitation Programs - Wee Waa - SR4 Spring Plains Road - Rehabilitation (LRRF Funded)	30/06/2024	Works completed in Quarter 2 2023/2024.	100%	
2.2.1.37-3	Shire Wide - Shire Roads - Rehabilitation Programs - Boggabri - SR12 Leards Forest Road - Rehabilitation (LRRF Funded)	30/06/2024	Works completed in Quarter 2 2023/2024.	100%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.2.1.37-4	Shire Wide - Shire Roads - Rehabilitation Programs - Narrabri - SR29 Yarrie Lake Road - Rehabilitation (LRRF Funded)	30/06/2024	Works completed in Quarter 1 2023/2024.	100%	
2.2.1.38	Shire Wide - Shire Roads - Reseal Programs	30/06/2023	No budget allocation in 2023/2024. Expenditure relates to works completed in 2022/2023 that was not invoiced until after 30/06/2023.	100%	
2.2.1.41	Shire Wide - Town Streets - Reseal Programs	30/06/2023	Scoped and scheduled to commence in April 2024. However, currently experiencing contractor availability issues.	0%	
2.2.1.42	Investigate the upgrade of SR29 Yarrie Lake Road to provide all-weather, flood free access between Narrabri and the outskirts of Wee Waa, whilst maintaining consideration for Northern NSW Inland Port (N2IP)'s priorities	30/06/2024	A project manager and specialist hydrology consultant have been engaged. Works are due to commence in April 2024.	25%	
2.2.1.43	Wee Waa - SR30 Culgoora Road - Upgrade (R2R Funded) (Carryover 2021/2022)	30/06/2022	Works are progressing well, with all subbase material being imported and placed. Base material is continuing to be imported and is nearing finalisation, seal to follow. Project expected to be completed Quarter 4 2023/2024.	90%	
2.2.1.45	Wee Waa - SR29 Yarrie Lake Road to SR127 Pilliga Road - Upgrade Freight Route (11km) (Year 1 of 2) (FLR & LRCI Funded)	30/06/2024	This is a two-year project, this year's works are nearing completion, tender and award all completed. The contract has been awarded and construction is scheduled to commence 15/04/2024.	85%	
2.2.1.50	Wave Hill Road (SR18) Upgrade (VPA) (carryover 2021/2022)	30/06/2023	Works completed.	100%	
2.2.1.54	Saleyards Lane/ Newell Highway intersection (carryover 2020/2021)	30/06/2021	Project completed.	100%	
2.2.1.55	Narrabri - Cooma Road (BP to Gibbons Street) - Complete installation of shared pathway (carryover 2021/2022)	30/06/2023	Majority of concreting was completed in 2022/2023. remaining concreting, batter works and guard rail reinstallation completed in Quarter 1 2023/2024. Project completed.	100%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.2.1.56	Shire Wide - Flood Damage Restoration	30/06/2024	Emergency and immediate works have been completed. Approval for the first package of EPA works have been received and the work has been completed. Work is continuing to obtain approvals for further packages of works on the EPA claim.	35%	
2.2.1.57	Boggabri - Lynn Street - Extension (carryover 2022/2023)	30/06/2023	Works completed.	100%	
2.2.1.59	Narrabri - SR10 Old Gunnedah Road/SR5 Kaputar Road Intersection (Black Spot Funded) (carryover 2022/2023)	30/06/2024	Works completed.	100%	
2.2.1.60	Upgrade - SR31 Yarrie Lake Circuit - Upgrade Design and Investigation (Year 1 of 2) (R4R Funded)	30/06/2025	Design and investigation works have commenced, with Survey, REF, geotechnical investigations and preliminary community consultation all completed. An external designer has been engaged and has submitted an initial 20% design for review. Tender expected to be awarded July 2024.	70%	
2.2.1.62	Baan Baa - Harparary Road - Seal to from Maules Creek Intersection 5km Southwest (Year 1 of 2) (FLRP4 Funded)	30/06/2025	Preliminary investigation work has commenced with Request for Quote's out to market for both environmental and geotechnical studies. Survey and design is also commencing and will be completed concurrently with the other investigative works. Construction not set to commence until 2024/2025 (in Year 2 of 2).	35%	
2.2.1.63	Narrabri - SR17 Old Narrabri Road & SR61 Turrawan Road Intersection Upgrade (R4R Funded)	30/06/2024	Construction is progressing well and is expected to be completed in April 2024.	85%	
2.3.1.11	Investigate and advocate for funding to seal and widen SR5 Kaputar Road and provide passing bays and safety fencing to improve safety and response times for fires in the Mt Kaputar National Park and assist with evacuations.	30/06/2024	Numerous grant opportunities have been sought and applied for, with no success to date. Future funding opportunities will continue to be sought.	75%	

Not Due to Commence Issues Encountered On Track Complete

Action: Key Performance Measures - Road Services

Performance Measure	Annual Target	Actual (Year to Date)
Wee Waa Streets Maintained	30 Kilometres	30 Kilometres
Completing road inspection follow public complaint and lodgment of CRM within 48 hours	> 80 %	80%
Local Access Roads Maintained	1,561 Kilometres	1,561 Kilometres
Cost per kilometre of grading roads	$1,000	$1,000
Narrabri Streets Maintained	91 Kilometres	91 Kilometres
Collector Roads Maintained	416 Kilometres	416 Kilometres
Boggabri Streets Maintained	35 Kilometres	35 Kilometres
Village Streets Maintained	20 Kilometres	20 Kilometres
Regional Roads Maintained	168 Kilometres	168 Kilometres
TfNSW State Highways Maintained	165 Kilometres	165 Kilometres

Not Due to Commence | Issues Encountered | On Track | Complete

Solid Waste Management

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.3.4.2	Shire Wide - Conduct Keep Australia Beautiful programs	30/06/2024	Information and schools program untilised and shared with Schools.	75%	
2.3.4.18	Deliver Waste Education Programs	30/06/2024	Continuing with education updates for residents on social media and website. New waste calendars completed and available and also delivered to Boggabri. NSC Waste App up to date with services and information,	75%	
2.3.4.22	Narrabri - Waste Management Facility - Investigate and implement a Buy Back Centre	30/06/2024	Visit to north coast facility complete and blueprint for buy back center on track.	65%	
2.3.4.23	Narrabri - Waste Management Facility - Investigate funding opportunities to implement green waste processing locally	30/06/2024	NIRW Material flow analysis report completed. NIRW FOGO Feasibility study and financial analysis completed. One Investigation and quote received for processing facility. Grants officer and Manager investigating available funding opportunities.	75%	
2.3.4.26	Narrabri - Waste Management Facility - New Cell No. 2, 3, 4 - Complete Land and Environmental Assessments and Investigate appropriate design	30/06/2024	Progressing with GHD and have engaged Run Energy to discuss leachate storage options for the design report completion.	80%	
2.3.4.27	Narrabri - Waste Management Facility - Push Pit - Complete Construction (Improved Waste Separation and General Waste Cell Tipping Point)	30/06/2024	L Bins ordered and in time for completion in 2023/2024.	75%	
2.3.4.28	Shire Wide - Transfer Station Upgrades (carryover 2022/2023)	30/06/2023	Fencing, gates and camera's installed and hardstand work completed and new skip bins purchased.	90%	
2.3.4.29	Undertake an annual Green Waste Educational Program (in cooperation with Council's Regulatory Compliance and Weeds Teams)	30/06/2024	waiting results of the community trial to be shared on Council website site for residents.	75%	
2.3.4.31	Shire Wide - Landfill Legacy Closures	30/06/2024	New material sourced however awaiting compliance reports from supplier before purchasing.	15%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.3.4.38	Narrabri - Acquisition of Land and Environmental Assessments (carryover 2022/2023)	30/06/2023	Report going to MANEX next meeting with Property Department actions required.	40%	
2.3.4.39	Manage Council's Waste Facilities	30/06/2024	Reduction in stockpiles at transfer stations now completed and ongoing.	75%	
2.3.4.40	Manage Municipal Waste Management Contract	30/06/2024	Issues with Oragenics processing facility seem to have been resolved with process occurring again, Stockpile of Curbside organic still awaiting collection. Contract meetings up to date.	75%	
2.3.4.41	Narrabri - Upgrade Tip Road (LG Recover Grant Funded ($50K Council contribution))	30/06/2024	Due to delay from funding body to approved schedule of works, costs have increased since application. Project postponed.	10%	
2.3.4.42	Narrabri - Waste Management Facility - Washdown Pad and Separator	30/06/2024	On track and vendor panel being used to source second quote.	65%	

Action: Key Performance Measures - Solid Waste Services

Performance Measure	Annual Target	Actual (Year to Date)
Number of residential premises presenting for kerbside collections per week	4,308	4,884
Attendance at Northern Inland Regional Waste and Cleanaway contract group meetings	6	2
Percentage of recycling bin contamination	< 20 %	26%
Delivery of face-to-face waste minimisation program	5	2
Tonnes of Waste Collected	8,000 Tonnes	10,295 Tonnes
Percentage of waste diverted from Landfill originating from kerbside collection	46%	46%
Cost per tonne to operate Council waste disposal facilities	< $110	$109

Not Due to Commence Issues Encountered On Track Complete

Performance Measure	Annual Target	Actual (Year to Date)
Tonnes of Organic Waste Collected	> 2,400 Tonnes	1,917 Tonnes
Tonnes of Waste Reused	2,500 Tonnes	$6,709
Number of written valid complaints per annum of waste services	< 5	0
Percentage of waste diverted from Landfill originating from kerbside	46%	46%
Number of days Narrabri Landfill open per annum	360 Days	88 Days
Zero breaches of EPL Licence requirements for Narrabri Landfill site	0	0
Tonnes of Waste Recycled	> 950 Tonnes	542 Tonnes

Not Due to Commence | Issues Encountered | On Track | Complete

Water Services

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.2.3.1	Narrabri - Sewer Treatment Plant - Environmental Improvements (Stage 2) (carryover 2022/2023)	30/06/2023	The contract to remediate the stormwater detention pond in line with our requirements to detain wet weather flows is nearing completion and the sites environmental capacity to manage such flows is restored to its operational capacity.	100%	
2.3.1.22	Shire Wide - Conduct Hydrant Maintenance	30/06/2024	The maintenance of council hydrants has commenced in the West of the LGA and moving to the east during the course of the year. The program is expected to be completed during Quarter 4 2023/2024	90%	
2.3.1.23	Update Risk and Emergency Response Plans for Sewer Services	30/06/2024	This will be delivered as an operational SOP	0%	
2.3.1.26	Wee Waa - Stop Valve Replacement (carryover 2021/2022)	30/06/2022	The project has been completed in Pilliga, Wee Waa, Gwabegar, Bellata and Narrabri. Boggabri and Baan Baa are to be completed in the Quarter 4 2023/2024.	25%	
2.3.1.27	Wee Waa - Water Main Renewals (carryover 2021/2022)	30/06/2022	Tender for renewal has been awarded and commencement of construction is immanent. The project is expected to be completed by the end of Quarter 4 2023/2024.	50%	
2.3.3.1	Bellata, Boggabri, Wee Waa - Install Bulk Water Filling Stations (carryover 2022/2023)	30/06/2023	Locations were put on public exhibition during Quarter 3 2023/2024 with no objections to the proposals. The 3 new bulk water filling stations have been procured and the installation is currently being advertised on vendor panel, for install and completion in Quarter 4 2023/2024.	50%	
2.3.3.3	Boggabri - Sewerage Treatment Works Augmentation	30/06/2024	Works completed and final funding claim has been lodged.	100%	
2.3.3.4	Boggabri - Water Main Renewals (carryover 2021/2022)	30/06/2022	Tender for renewal has been awarded and construction of the new main is imminent. Works programmed to be completed by the end of Quarter 4 2023/2024.	50%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.3.3.5	Develop and adopt the Narrabri Shire Integrated Water Cycle Management Strategy to consider regional climate change, water security, sustainable demand and growth, and the natural environment	30/06/2024	The development of the plan now has all the required inputs as the strategic land use planning proposals for Narrabri have been determined. This allows the plan to consider all requirements for the plan to be further developed and delivered. The plan is on track for completion in draft at the end of Quarter 4 2023/2024.	50%	
2.3.3.6	Develop Narrabri Shire Rural Fire Station Water Access Point Strategy	30/06/2024	Scoping discussions have commenced, and project delivery is expected to be finalised in Quarter 4 2023/2024.	20%	
2.3.3.7	Encourage the use of alternate water sources on local government assets, including playing fields	30/06/2024	The project currently is cost prohibitive from current sites.	0%	
2.3.3.8	Gwabegar - Investigate opportunities to rectify water quality issues	30/06/2024	Air scouring project commencing in June 2024, which will clean main and improve water quality.	25%	
2.3.3.9	Narrabri - Decommission Tibbereena Street Bore	30/06/2024	New site has been identified. Works need to be completed with the commissioning of the new site prior to any decommissioning works at Tibbereena Street Bore. Will be completed under a future capital works program.	100%	
2.3.3.10	Narrabri - Safe Chlorine Storage Unit	30/06/2024	Project will be delivered as part of bulk chlorine delivery at Saleyards Reservoir during the 2024/2025.	0%	
2.3.3.13	Narrabri - Selina Street Reservoir - Access Stairs and Roof Upgrade	30/06/2024	Currently working with consultant to deliver stair design so the stair construction can be procured. Construction should commence by the end of Quarter 4 2023/2024.	25%	
2.3.3.14	Narrabri - Water Main Renewals	30/06/2023	A tender for the renewal of water mains in Narrabri has been awarded and construction of the new water main is imminent and will be completed by the end of Quarter 4 2023/2024.	40%	
2.3.3.15	Pilliga - Bore Augmentation (carryover 2022/2023)	30/06/2023	Project works have been completed for the site.	100%	
2.3.3.16	Shire Wide - Conduct additional community engagement regarding water quality	30/06/2024	This will be resolved as part of water main cleaning program using air scouring from operational resourcing.	0%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.3.3.17	Shire Wide - Conduct water efficiency education to make the Narrabri Shire more Water Wise	30/06/2024	An educational awareness campaign is intended to be rolled out for both documents in Quarter 4 2023/2024. Council have been working with Taggle and Aqualis water to develop and deliver the education campaign on water efficiency and smart water meter app.	60%	
2.3.3.18	Shire Wide - Environmental and Water Extraction - Monitoring Compliance	30/06/2024	Reporting and compliance are ongoing with statutory authorities.	75%	
2.3.3.19	Shire Wide - Investigate opportunities for water service expansion	30/06/2024	Included in IWCM project, Narrabri expansion area already identified. The creation of rating areas where extension to the system can be done at a subsidized rate for residents to connect to the infrastructure.	70%	
2.3.3.20	Shire Wide - Scouring Program	30/06/2024	A Request for Quote is out for Air Scouring and Ice Pigging which is programmed for delivery in the Quarter 4 2023/2024 in Narrabri, Gwabegar and Wee Waa to improve water quality.	35%	
2.3.3.22	Narrabri - Water Pump Station Rehabilitation and Water Pump Service and Replacement Program	30/06/2024	5 year program completed and capital works program for works to be delivered over the following 5 years.	100%	
2.3.3.23	Shire Wide - Water Reservoir - Maintenance program	30/06/2024	5 year program development as been created and a program for reservoir maintenance will be delivered from this information.	100%	
2.3.3.24	Shire Wide - Water tower access upgrades	30/06/2024	A design procurement for new stairs has been awarded and this will form part of a tender for the construction of the stairs which is expected to go to contract in Quarter 4 2023/2024.	40%	
2.3.3.26	Narrabri - Investigate the installation of a bulk Chlorine Gas System	30/06/2024	Project Design is to be delivered in 2024/2025.	0%	
2.3.3.30	Shire Wide - Instrumentation Works (Water)	30/06/2024	Work has been amalgamated into SCADA and Telemetry upgrades.	0%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.3.3.32	Shire Wide - Reservoirs - Structural Review and Upgrade	30/06/2024	A design procurement for new stairs has been awarded and this will form part of a tender for the construction of the stairs which is expected to go to contract in Quarter 4 2023/2024.	50%	
2.3.3.34	Shire Wide - Telemetry Review (Water)	30/06/2024	Telemetry review has been undertaken and an action plan has been enacted for a review to remediate current faults and a long-term maintenance and repair contract to be executed during 2024/2025.	100%	
2.3.3.36	Narrabri - Chlorine Monitoring Online - Carryover 2021/2022)	30/06/2022	Will form part of the bulk chlorine design for Saleyards Reservoir.	0%	
2.3.3.37	Shire Wide - Operational Upgrades at Existing Facilities (carryover 2022/2023)	30/06/2023	Identification of upgrades have been identified and the renewal program for telemetry hardware has been completed.	100%	
2.3.3.39	Wee Waa - Depot - Water Shed	30/06/2024	Contractor engaged in Quarter 3 2023/2024. Works expected to commence in Quarter 4 2023/2024.	15%	
2.3.3.40	Regional Leakage Reduction Program - Local Water Utility Pro	30/06/2024	Awaiting quotes to purchase water meters. Project manager to attend training at the end of April 2024 for the new equipment.	50%	
2.3.4.1	Shire Wide - Investigate additional opportunities for reuse of treated effluent and encourage the use of alternate water sources on local government assets, including playing fields	30/06/2024	This is captured as part of the development of the Intergrated Water Cycle Management Plan (IWCM). Currently Narrabri's treated effluent is reused 100% through Federation Farm and Wee Waa's treated effluent is dissipated to support native wetlands. Currently investigations will be targeting effluent reuse opportunities at Boggabri. In addition, Council is investigating further opportunities for treated effluent reuse where the abovementioned site are at capacity and cannot receive any more water.	80%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.3.4.2	Narrabri - Zimmerman Street - Sewer Pump Station Update (carryover 2021/2022)	30/06/2022	A consultant report has developed an extensive upgrade requirement for the pump station which will have to form part of a future capital works upgrade, The pumps at the pump station are to be upgraded during Quarter 4 2023/2024.	90%	
2.3.4.3	Shire Wide - Investigate opportunities for sewer service expansion	30/06/2024	Opportunities for sewer service expansion are being investigated in the development of the Integrated Water Cycle Management Strategy. Options for expansion of services for Narrabri have already identified.	50%	
2.3.4.5	Shire Wide - Sewer Mains - Relining and Rehabilitation (including manholes and chambers)	30/06/2024	There was no budget allocated for this work in 2023/2024 but has been programmed for as a capital item for 2024/2025.	0%	
2.3.4.9	Narrabri - Sewer Treatment Plant - Upgrade Alternate Access Road	30/06/2024	Council will look to acquire Travelling Stock Route land and surrender land to Local Land Services to establish a satisfactory corridor to establish an access road. This will require the application for transfer or title on crown land. council is currently engaged with LLS and ARTC is establishing the required parcels and corridors.	65%	
2.3.4.10	Wee Waa - Sewer Treatment Plant - Works Augmentation	30/06/2024	Works are programed for completion in Quarter 4 2023/2024.	40%	
2.3.4.14	Shire Wide - Instrumentation Works (Water) (carryover 2022/2023)	30/06/2023	This project has been delivered as part of the SCADA review and upgrade.	100%	
2.3.4.36	Shire Wide - Sewer - Telemetry Upgrades (Carryover 2022/2023)	30/06/2023	Condition assessment and gap determination was completed and the upgrade of components and systems were delivered to the SCADA and some parts of the Telemetry.	100%	
2.3.4.43	Narrabri - Sewer Treatment Plant - Demountable Building	30/06/2024	Demountable building delivered and installed on site. Awaiting planning approvals.	90%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.1.1.7	Develop Management Plans for Sewer Data, and Sewer Treatment Plants	30/06/2024	Rationalisation of SCADA will enable to development of data management for the STPs, this has been completed and a development of standard operating procedures for the data management will be completed during Quarter 4 2023/ 2024.	80%	
4.1.1.12	Develop Management Plans for Water Assets, Chlorine Operations, Drinking Water, Water Restriction, Water Reservoirs, and Water Reticulation Network	30/06/2024	Development has commenced on a Drought Management Plan and Water Restriction Policy. The Drought Management Plan will be tabled to an Ordinary Council Meeting in Quarter 2 2023/2024 to be placed on public exhibition for a period of a 28 days prior to adoption in Quarter 3 2023/2024. The Water Restriction Policy will be tabled to an Ordinary Council Meeting in Quarter 3 2023/2024, following the adoption of the Drought Management Plan. All other plans will be delivered a standard operation procedures and form part of an operations manual.	70%	
4.1.1.13	Develop a Narrabri Shire Water Data Management Plan	30/06/2024	This has been merged with the SCADA review and SOP development	0%	
4.1.1.14	Develop a Narrabri Shire Water Restrictions Management Plan	30/06/2024	Being completed as part of Action 4.1.1.12.	90%	
4.1.2.17	Wee Waa - Boundary Street - Reservoir Risk Assessment	30/06/2024	Engineering investigations and initial survey works completed and survey prisms stations installed onto the reservoir to monitor its movements, survey reports will be produced quarterly to report on the reservoir to have an active assessment of its risk done at those intervals. The current assessment is low.	100%	
4.3.1.6	Develop an Operational Protocol for the Maintenance and Operation of Sewer Testing Kits and Sampling	30/06/2024	This will be delivered as a standard operating procedure.	0%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.3.1.7	Develop an Operational Protocol for the Maintenance and Operation of Water Testing Kits and Sampling	30/06/2024	The operational protocol is being developed as part of a standard operating procedure which will be integrated into a water services procedure library and ultimately be accessed through Council intranet site that is being developed, This SOP is to be developed by the end of Quarter 4 2023/2024.	45%	
4.3.2.37	Develop Maintenance Plans for Sewer Assets	30/06/2024	These plans will be delivered through SOP (Standard Operating Procedures) through operational reviews.	0%	
4.3.2.39	Shire Wide - Conduct a critical spares assessment and procure critical spares	30/06/2024	Council's recently adopted Drinking Water Management System has identified areas of risk within our operations and this assessment has enabled us to commence the procurement of critical spares.	100%	
4.3.2.40	Shire Wide - Sewer Assets - Condition Assessments	30/06/2024	To be delivered during 2024/2025 as not budget allocated for underground assets.	0%	
4.3.2.42	Shire Wide - Conduct a critical spares assessment and procure critical spares	30/06/2024	Council's recently adopted Drinking Water Management System has identified areas of risk within our operations and this assessment has enabled us to commence the procurement of critical spares.	100%	
4.3.3.8	Shire Wide - SCADA Upgrade	30/06/2024	SCADA upgrades are being undertaken for both water and sewer services. A report had been recently completed and the review for a program to upgrade is underway. During the Quarter 3 2023/2024 a rationalization of the SCADA has been delivered.	100%	
4.3.3.9	Conduct communications program to encourage uptake of Council Smart Water Meter App	30/06/2024	Council has partnered with Aqualis and Taggle to develop this along with our integration with Technology one.	80%	

Not Due to Commence Issues Encountered On Track Complete

Action: Key Performance Measures - Sewer Services

Performance Measure	Annual Target	Actual (Year to Date)
Sewerage collection, treatment, and disposal	996,000 KL	725,000 KL
Meeting compliance requirements	> 100 %	100%
Reduction in number of main breaks and chokes (blockages)	< 100	75
Total length of pipes replaced and relined	2 KM	0.25 KM
Total length of pipes maintained	121 KM	80 KM
Total number of connections	4,072	4,077
Percentage of water treated to water delivered	> 60 %	70%
Respond/rectify reported chokes within 3 hours	< 90 %	90%
Average Annual Sewerage collection per connection (kL/connection)	100 KL	80 KL

Not Due to Commence Issues Encountered On Track Complete

Action: Key Performance Measures - Water Services

Performance Measure	Annual Target	Actual (Year to Date)
Reduction in water mains breaks	< 0	75
Volume of water abstracted and distributed (kL)	3,545,000 Kilolitres	2,345,809 KL
Average volume of water supplied to each customer (kL/connection)	240 Kilolitres	225 KL
Reduction in Customer Service Requests (CSRs) - Water quality related to Iron and Manganese	50	25
Length of pipes replaced	2 Kilometres	0.350 KL
Number of water scheme Critical Control Point breaches across all Water Schemes (Less is better)	4	0
Total length of pipes maintained	168 Kilometres	126 Kilometres
Unaccounted for Water (losses/leaks/flushing)	20%	35%
Reduction in Customer Service Requests (CSRs) - Water pressure	50	10
Total number of connections	4,470	4,477

Not Due to Commence | Issues Encountered | On Track | Complete

Planning and Sustainability

Economic Development

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
3.1.2.1	Advocate for continued access to the Rural Financial Counselling Service (RFCS) and encourage local businesses to plan for adverse events and improve their business skills including managing cashflow and arrears	30/06/2024	Council conducted and promoted a Learning lunch workshop with the Rural Financial Counselling Service (RFCS) on 11/3/2024 to encourage local business to plan for adverse events and improve financial literacy. Council will continue to advocate for Commonwealth Government funding.	75%	
3.1.2.2	Conduct annual Business Satisfaction Survey	30/06/2024	Council has initiated planning of annual business satisfaction survey including review of survey questions, development of communication plan and marketing strategy. Survey marketing content is currently under development with survey to be released and promoted in April 2024.	65%	
3.1.2.3	Conduct Shire wide activities and events for local businesses to improve networking and development	30/06/2024	Council conducted the following events during Quarter 3 2023/24: 1. 15/2/24 - Business Circle - bridging the Gap between Business and School 2. 23/2/24 - Networking Hour with Kaputar Weaving 3. 26/2/24 - Learning Lunch - Online Scam Awareness with NBN Local 4. 11/3/24 - Learning Lunch - Business and Financial Planning with Rural Financial Counselling Service 5. 15/3/24 - NarraBRIGHT 2024 6. 27/3/24 - Business Circle Health and Wellbeing Businesses	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
3.1.2.4	Develop and facilitate activities for Small Business Month including the Small Business Summit	30/06/2024	NSW Small Business Month was held in October 2023. Council developed a program of 8 events which were undertaken across Narrabri Shire during the month of October 2023 as outlined below: 1. 26/10/23 - Wee Waa Small Business Month Dinner 2. 30/10/23 - Narrabri Shire Annual Small Business Summit 3. 17/10/20 - Boggabri Recalibrate My Business Evening Workshop 4. 23/10/23 - My Business Cyber Security Workshop 5. 26/10/23 - Pitch Perfect PR Masterclass Narrabri 6. 17/10/23 - Safety Made Simple Workshop Series - Boggabri 7. 19/10/23 - Safety Made Simple Workshop Series Wee Waa 8. 18/10/23 - Safety Made Simple Workshop Series Narrabri with House Paddock Consulting	100%	
3.1.2.5	Maintain Council Connecting Business online business directory and network platform to provide information to small business outlining opportunities and economic activity of the region	30/06/2024	Council has migrated the online business directory to updated corporate website as planned, following open cities site development. The former Council Connecting business platform was implemented as an interim measure until corporate website upgrades were conducted, which allowed integration of Business Directory and Event calendar into corporate site. Council has developed marketing material and strategy to promote new business directory function. Council continues to promote events through event calendar on corporate website.	75%	
3.1.2.6	Narrabri - Develop a shopfront located in the Narrabri Central Business District (Grant Funded)	30/06/2024	Grant funding opportunities relating to this action continue to be explored.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
3.2.1.1	Actively promote the opportunities of the Northern NSW Inland Port (N2IP)	30/06/2024	The N2IP site is regularly raised with business and government departments. This relates to zoning, infrastructure and the opportunities that will be established when the staged development begins construction. The N2IP site has its own website, brochures and branding.	75%	
3.2.1.2	Narrabri - Develop scope of works for future infrastructure demands at the Northern NSW Inland Port (N2IP) site (transport, telecommunications, water, and sewer)	30/06/2024	Power, water, telecommunications and entrance road scope of works have already been completed. Detailed Design Pending Funding.	100%	
3.2.1.3	Pursue economic diversification through the development of the Northern NSW Inland Port (N2IP) and supporting the attraction of manufacturing, recycling, transport, logistics and agribusinesses	30/06/2024	The Economic Development Section actively works towards diversifying and building the economy by broadening and strengthening the economic base of the Shire. To assist in these goals, Council identified a commercial and industrial land gap and determined to establish a dedicated estate to accommodate new businesses and plug this gap. Council rezoned the Northern NSW Inland Port (N2IP) site to accommodate the broadest industry groupings inclusive of agribusiness, logistics, manufacturing and recycling. Currently working with the State Government on a Narrabri Place Strategy document for the Shire.	75%	
3.2.4.2	Monitor Badgery's Creek Airport progress to identify additional economic opportunities for the Shire	30/06/2024	Construction of Western Sydney International (Nancy-Bird Walton) Airport (WSI) is underway and on track to begin operations in 2026. The new international airport will be the first in Australia to operate without a traditional manned air traffic control tower. It will also have no curfew which is causing concern for residents in the flight path. The airport is a transformational infrastructure project that will generate economic activity, provide employment opportunities closer to home for people in the Western Sydney region, and meet Sydney's growing aviation needs. When it begins operations, regular passenger transport opportunities could arise for Narrabri services.	80%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
3.2.4.3	Narrabri - Investigate the potential to undertake containerised freight transportation via the Northern NSW Inland Port (N2IP) and the Narrabri Airport	30/06/2024	A 1.8 kilometre rail siding is a key part of the development of the Northern NSW Inland Port (N2IP) site that will be able to accommodate loading and unloading of shipping containers. A meeting was held with representatives of the Port of Newcastle in August 2023 where development of the N2IP site was discussed as well as up country investment opportunities. However, in November 2023, the Federal Government withdrew funding on 50 projects across Australia. One of those projects was the rail siding and slip road identified for the N2IP site. Council will continue to investigate alternative funding sources to undertake containerised freight transportation via the Northern NSW Inland Port (N2IP) and the Narrabri Airport.	75%	
3.3.2.1	Continue to promote Council's Grants Portal	30/06/2024	The Grant Guru Funding Finder initiative gives community groups, organisations and businesses in the Shire free access to a grant database to help search for grants, rebates, concessions, awards, scholarships, and financial assistance packages. In Quarter 3, 2023/2024, the Grants Officer promoted Grant Guru to five webinar participants and 14 people enquiring about grant opportunities. The Grants Officer participated in a case study demonstrating best practices within the grant sector with the intent of catalysing sector growth and awareness. On the Grant Guru platform, there were 94 registered users. Key word searches by registered users included sponsorship, events, cyber, Aboriginal, market, youth, sporting grants, cultural, health, and pacific development.	75%	
3.3.2.2	Provide assistance with funding applications for Capital Works Projects	30/06/2024	In Quarter 3 2023/2024, the Grants team undertook the following capital works grant activities with 1 funding deed executed and 1 acquittal lodged. Key achievements included the execution of the $5 million funding deed for Violet St Bridge, the submission of the workplan for the $5.5 million Regional Emergency Road Repair funding and the Pilliga Road Upgrade Milestone Claims that totaled $940,720.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
3.3.2.3	Shire Wide - Conduct annual community grants workshop	30/06/2024	The Grants team conducts regular grants information sessions and grant writing workshops to assist representatives of community groups and businesses gain a deeper understanding of funding opportunities. These sessions aim to enhance grant writing abilities and project planning skills so compliant applications can be lodged. In Quarter 3, 2023/2024 the Grants team conducted the first webinar for CFAG Round 2 with five people participating. Two applications on the CFAG program were lodged with the Local Government Professionals awards and Local Government Week Dougherty Awards.	75%	
3.3.2.4	Support community groups and local businesses to applying for grants	30/06/2024	In Quarter 3, 2023/2024, the Grants Officer offered practical guidance to various community groups and individuals seeking assistance with funding and lodging grants. This covered 19 community groups representatives from sporting bodies, indigenous groups, social committees, and businesses. Application support resulted in one group being notified they were successful with a grant of $6,600. Conducted funding deed ceremony for CFAG Round 2 with nine applicants.	75%	
3.3.3.1	Advocate for and support initiatives for local businesses, including business development workshops and seminars as well as available on-line resources	30/06/2024	Council continues to support workshop and seminars through promotion on social media, website, news outlets, e-newsletter and distribution through networks. Council has recently upgraded corporate website, business and economic development section now contains resources including recorded webinars, workshop, templates and guides. Recent Quarter 3 2023/2024 updates include business emergency, disaster and continuity planning materials available through Council website.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
3.3.4.1	Develop and implement a Narrabri Shire Christmas Activation Strategy	30/06/2024	Council developed a Christmas Activation Plan in 2022/2023. The Christmas Activation Plan outlined a 5-year plan for implementation of Christmas activities throughout Narrabri Shire. Council completed its implementation of the Plan for the 2023 Christmas Activities. Council developed and initiated a marketing campaign to encourage local spending and participation in Christmas activities across the Narrabri Shire during December 2023.	100%	
3.3.4.2	Investigate and implement development incentives to increase development across the Shire	30/06/2024	Development incentive actions have been identified and included in the Economic Development Strategy recently undertaken and adopted at the October 2023 Council Meeting.	75%	
3.3.4.3	Narrabri - Advocate for the upgrade of the Old Gaol	30/06/2024	The Narrabri Old Gaol Heritage Centre and Museum listed as a Crown Reserve under the care, control of Narrabri Shire Council. Built in the 1880's, the Old Goal was restored in 1988 and operates as a Museum and Family History research centre by members of the Narrabri Historical Society. The heritage listed asset has major structural defaults, accessibility, and maintenance needs and Council is seeking funding to assist with the remediation works. The scope of works that was developed in conjunction with Property Services in Quarter 1 2023/2024 was utilised in Council's submission for the most recent round of LRCI Funding (Local Roads Community Infrastructure Grant Phase 4). Unfortunately, Council did not receive funding as it did not meet the criteria of the grant. Property Services will continue to try and source funding for this project.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.2.2.11	Improve communication infrastructure by lobbying the State and Federal Governments to extend mobile telephone coverage across the Shire	30/06/2024	Council received notification earlier in 2024 to advise that the NSW Government had identified several locations within Narrabri Shire for an upgrade. Council subsequently provided social and economic information to the Commonwealth Government Regional Connectivity Program to deliver place based telecommunications infrastructure.	75%	
4.2.2.12	Narrabri - Airport - Advocate for more frequent regular passenger transport	30/06/2024	The Economic Development Team commenced discussions with FlyPelican about a Narrabri to Newcastle Regular Passenger Transport service in Quarter 1 2023/2024. The result is that FlyPelican now operates direct flights between Newcastle and Narrabri weekly. Flights commenced on 21 August 2023. Narrabri is now serviced by two airlines with three destinations being Brisbane, Newcastle and Sydney.	75%	

Action: Key Performance Measures - Economic Development

Performance Measure	Annual Target	Actual (Year to Date)
Research, write and distribute the monthly e-newsletter	11	3
Maintain or increase subscription of the monthly e-newsletter	500	926
Number of local businesses in the Shire is maintained or increased	1,770	1,835
Assist organisations by engaging with a combination of prospective and existing businesspeople looking to expand their operations in the Shire	80	19
Promote and market Narrabri Shire to prospective businesses	40	15
Attend Shire wide business meetings	20	9

Not Due to Commence Issues Encountered On Track Complete

Planning and Development

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.1.1.6	Facilitate economic activity around industry anchors, such as health and education facilities, through planning controls encourage clusters of complementary uses and address infrastructure needs	30/06/2024	Ongoing. Zoning/land use is consistently monitored to ensure best outcomes for the community and industry. Planning Proposal for additional permitted uses in the Caroline Way Industrial estate (Narrabri) as well as the employment lands zoning work being done in conjunction with the DPHI state led rezoning project.	75%	
1.1.3.12	Assist with implementation of the Sport, Recreation and Open Space Plan 2017-2032 from a land use planning perspective through including relevant considerations in the Development Control Plan (DCP)	30/06/2024	Ongoing planning support and guidance being offered to ID team as required during this project. Consideration as part of DCP review currently underway.	75%	
2.1.1.7	Shire Wide - Carry out a Historic Heritage Study to identify and protect heritage items, and update appropriate local planning controls	30/06/2024	Ongoing. Successful in receiving grant funding towards the cost of a heritage consultant to assist in developing this project. Heritage advisor also provides as needed guidance and referral advice on development in the Shire to ensure best outcomes for the community.	75%	
2.1.4.5	Continue to encourage innovation and adoption of sustainable land management practices and agritech in the primary production sector	30/06/2024	Ongoing. Agritourism reforms, paddock to plate initiatives, and other legislated reforms.	75%	
2.1.4.6	Develop an urban greening strategy to combat the urban heat island effect	30/06/2024	Ongoing. This is a project deliverable of the REAP project which is currently underway.	75%	
2.1.4.7	Encourage 'green' industries by reviewing local plans to ensure land use zoning reflect industry requirements (if applicable)	30/06/2024	Ongoing, councils' partnership with the Community Battery project as part of the renewable energy hub is underway with DA lodged and referred to Essential Energy. REIP/REAP project is also underway and progressing. Multiple applications currently under assessment for various regionally significant solar farm projects.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.1.4.11	Narrabri - Renewable Energy Hub - Design and Investigate	30/06/2024	Ongoing project. DA lodged for stage 1 (Community Battery). Consultant appointed to provide detailed design plans while staff continue to work to facilitate delivery of the project in alignment with the REIP/REAP.	75%	
2.2.2.2	Ensure rural residential development is delivered consistently with the Interim Settlement Planning Principles and in appropriately zoned areas as endorsed by the Department of Planning and Environment	30/06/2024	Ongoing. All development is assessed in accordance with section 4.15 of the Environmental Assessment and Planning Act 1979 (NSW) of which appropriate land zoning is one requirement and in accordance with DPHI's guidelines and principles.	75%	
2.2.2.3	Continue to work with the NSW Government to advocate for Shire's need to access affordable housing	30/06/2024	Ongoing - various submissions are made and advocacy for various projects undertaken as required. Participation in various regional groups and taskforces as opportunities arise. Recent membership to the planning portal Councils taskforce group.	75%	
2.2.2.4	Develop a Narrabri Shire Housing Strategy	30/06/2024	State led rezoning in consultation with DPHI (Narrabri South Precinct) to provide more residential land. Previous special activation precinct investigations/reports will also inform the project. Grant funding applications made for a Housing Delivery Strategy.	75%	
2.2.4.1	Complete an employment lands study	30/06/2024	Ongoing. State led rezoning project includes the employment zoned land proposal as well as additional light industrial land. NSW Government employment land reforms implemented as part of an update to LEP.	75%	
2.2.4.3	Prepare a Rural Lands Study and review every four years to ensure that land use standards enable a productive agricultural sector	30/06/2024	Ongoing with consideration to the LEP review. Rural Lands Strategy preparation is underway with assistance of external consultants and the Department of Planning, Housing and Infrastructure (DPHI).	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.2.4.4	Promote an appropriate mix of land uses and prevent the encroachment of sensitive uses on employment land through local planning controls	30/06/2024	Ongoing. Zoning & Land uses are consistently monitored to ensure best outcomes for industry and the community. LEP is reviewed and subject to update as necessary. Planning staff are currently working on an in-depth review and rework of the DCP also. Council works proactively with businesses across the Shire to assist with optimal planning outcomes for local employment.	75%	
2.2.4.5	Review and update the Narrabri Shire Local Environmental Plan	30/06/2024	Ongoing work - Review currently underway in concurrence with statewide rezoning project and other council plans and strategic initiatives.	75%	
2.3.1.15	Boggabri - Flood Plain Management Plan Program - Develop Risk Management Strategy and Plan	30/06/2024	Study and Plan completed and adopted by Council at the February 2024 Ordinary Council Meeting.	100%	
2.3.1.17	Narrabri - Flood Plain Management Plan Program - Implement findings of the Risk Management Strategy and Plan	30/06/2024	Not due to commence. Will need grant funding. Investigations to continue on opening of next round of flood grant opportunity.	0%	
2.3.1.19	Review and update floodplain and bushfire mapping to manage risk, particularly where urban growth is being investigated	30/06/2024	Ongoing as necessary. Flood Risk mapping as adopted in recent Flood Risk Management Studies have been applied and updated within Councils systems	75%	
2.3.1.20	Wee Waa - Flood Plain Management Plan Program - Implementation Plan	30/06/2024	Not due to commence, Grant funding required, to be investigated at opening of next round grant applications	0%	
2.3.2.1	Review and update Local Environmental Plan (LEP) and Development Control Plan (DCP) (to include heritage considerations, integrated water cycle management strategies, growth management strategies, and mapping and consideration of areas of high environmental value to avoid conflicts)	30/06/2024	LEP consistently reviewed and updated in accordance with required new legislation. Heritage, Integrated Water cycle management, growth management strategies and mapping and consideration of areas of high environmental value are all considered as part of this review process.	75%	
2.3.2.2	Consider requirement for Water Sensitive Urban Design in Development Control Plan (DCP)	30/06/2024	In progress. DCP currently under review. Water Sensitive design to be considered as part of this process.	65%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.3.2.3	Develop Factsheets regarding State and Local Government planning legislation and framework changes (such as updates to State Environmental Planning Policies (SEPPs), Local Environmental Plan (LEP) and Development Control Plan (DCP))	30/06/2024	Currently FAQs and links to fact sheets and information regarding the Local Environmental Plan, Development Control Plan and State Environmental Planning Policies and how these affect those wanting to develop within the Narrabri Shire are available on Council's website. Council will continue to enhance the community's understanding through continuing to revise planning information available on Council's website as identified and as issues are raised by the public.	100%	
2.3.2.4	Identify areas of urban expansion or intensification in local growth management strategies that are consistent with the Interim Settlement Planning Principles	30/06/2024	Ongoing. Large body of work completed in this area as part of the previous SAP project, also being built upon as part of the state led rezoning project.	80%	
4.1.1.8	Review and update the Narrabri Shire Community Participation Plan	30/06/2024	Plan reviewed and updated in consultation with Governance as a part of the update to the Community Engagement Strategy.	100%	
4.1.1.10	Review and update the Narrabri Shire Local Strategic Planning Statement	30/06/2024	Ongoing in conjunction with other strategic documents and plans, planning legislation and initiatives (including state led rezoning initiative).	75%	
4.1.2.15	Map the extent of naturally occurring asbestos and develop an asbestos policy to manage the associated risks	30/06/2024	The mapping of naturally occurring asbestos within the Shire would be a financial and time exhausting process and unnecessary in achieving any regulatory or environmental outcomes for Council. There is no current budget allocation available for such an initiative. However, the Compliance Team have become members of the National Asbestos Forum and the Regional Asbestos Forum to gain knowledge and develop Councils key policies and procedures. The Compliance Team are also utilising resources given by the Forums to improve our current registers and records of asbestos containing materials (ACM) as well as providing key resources and materials to the community to raise knowledge and awareness.	0%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.2.2.14	Work with the NSW Government and Regional Growth and Development Corporation to facilitate development across the Narrabri Shire	30/06/2024	Ongoing. Council continues advocacy to various government agencies to facilitate development across the Shire.	75%	
4.2.3.7	Develop factsheets regarding State Significant Development within the Shire	30/06/2024	Currently FAQs and links to fact sheets and information regarding the Local Environmental Plan, Development Control Plan and State Environmental Planning Policies and how these affect those wanting to develop within the Narrabri Shire are available on Council's website. Council will continue to enhance the community's understanding through continuing to revise planning information available on Council's website as identified and as issues are raised by the public. Appropriate links to external agencies and webpages also available.	100%	
4.2.4.5	Conduct biannual educational programs to improve customer experience when undertaking development within the Shire	30/06/2024	Ongoing in consultation with Councils Small Business Liaison Officer, trades nights are held with guest speakers/different agencies at least twice a year. Next round upcoming with presentations scheduled by HIA.	100%	

Action: Key Performance Measures - Statutory Planning

Performance Measure	Annual Target	Actual (Year to Date)
Development Applications determined within 40 processing days	> 90 %	84%
Total value of Development Applications determined	$15,000,000	$27,542,485
Average processing time - Construction Certificates	20 Days	64 Days
Number of Development Applications referred to the Land and Environment Court of NSW	< 2	0
Local Government Approvals determined within 20 processing days	> 90 %	68%
Number of Development Applications lodged	> 120	85
Construction Certificates determined within 20 processing days	> 90 %	40%

Not Due to Commence Issues Encountered On Track Complete

Performance Measure	Annual Target	Actual (Year to Date)
Number of building inspections undertaken	> 100	209
Number of complaints investigated within 10 business days and enforcement action taken where appropriate	> 90 %	100%
Complying Development Certificate determined within SEPP timeframes (10 and 20 days)	> 95 %	35%
Number of Development Applications determined	> 120	97
Total value of Development Applications lodged	$15,000,000	$76,003,282
Number of Swimming Pool Compliance Certificates inspections undertaken	> 40	23
Number of Swimming Pool Compliance Certificates lodged	> 50	11
Section 10.7 (previously Section 149) Certificates determined within 10 processing days	> 90 %	75%
Number of Construction Certificates lodged	> 70	27
Number of Section 10.7 (previously Section 149) Certificates lodged	> 450	359
Development Applications approved under delegated authority	> 95 %	100%
Number of Section 68 Applications lodged	> 30	7
Average processing time - Development Applications	< 40 Days	31 Days
Number of Complying Development Certificates lodged	> 10	5

Not Due to Commence | Issues Encountered | On Track | Complete

Regulatory Compliance

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.1.3.2	Apply for funding to undertake programs related to companion animals	30/06/2024	Council has been utilising the uncapped funding to carry out a cat desexing program in partnership with local vets and the Cat Protection Society of NSW, into the unforeseeable future. Council has also dedicated $20,000 toward desexing of dogs within the Shire after research found no external funding providers were available for this type of program and the constant community pressure to carry it out, this program has now been finalised. In conjunction with desexing programs, Council officers are working with the Animal Welfare League (AWL) NSW vet truck to attend Narrabri for one week twice a year to carry out vaccination and microchipping for our community, this is proving challenging and may not be available until the incoming financial year.	100%	
2.1.3.3	Narrabri - New Animal Management Facility - Fit Out	30/06/2024	All internal fit out of the Companion Animal Facility has been completed including all relevant appliances, IT and security systems.	100%	
2.1.3.4	Review and update companion animal information and resources on Council's website in line with the relevant legislation	30/06/2024	This was completed during the creation of Councils new webpage and will continue to be monitored to ensure all legislative and procedural updates are conveyed on our website for consistency.	100%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.1.3.5	Undertake educational programs targeted at increasing responsible companion animal ownership	30/06/2024	Staff have developed educational material to accompany the two desexing programs for dogs and cats, to drive community interest on the importance of having their animals desexed. There is also material created for social media, website and newspaper on how to contain your animals over the holiday period and during New Years Eve fireworks. Compliance team members have already attended two market days with pet leads and water bowls and talked about the importance of containing dogs and cats and also registration of animals. Council's compliance team also hosted two educational days for Tafe NSW Cert 3 Animal Care students to visit our impound facility and demonstrate how we care for the animals in addition to impound processes and legislation. Our free microchipping days in Boggabri, Wee Waa and Narrabri were also used as opportunities to talk to the community and provide accurate resources about companion animal ownership.	100%	
2.1.3.6	Conduct at least two educational programs targeted at biosecurity (as per the Department of Industries' requirements)	30/06/2024	Co-developed 'Wattle Day' and 'National Eucalypt Day' with the Parks and Open spaces team to promote native species and the impacts Biosecurity matter has on native biodiversity. These events were used to engage the community on important information and answer any questions or concerns of community members. AgQuip stall was also run for 3 days to educate the wider community on issues affecting regional biosecurity. The biosecurity team have new merchandise that was utilised for pollination week events at the VIC, this merchandise is also being used at the Saturday markets and Narrabri Carp Muster to further engage and educate our community on the risks and management of biosecurity matter. The staff have also completed two very successful community barbeque nights in Baan Baa and Pilliga to bring the community to action the growing concern for Harrissia Cactus that is impacting livestock	100%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
2.1.3.7	Continue to apply for funding to undertake programs related to biosecurity and land management	30/06/2024	The Biosecurity Team are collaborating with external stakeholders (including the mining sector) to obtain funding for partnership projects where opportunities arise. The Biosecurity team are also working with Council's Grants Team to explore other funding opportunities for land care and biosecurity control in line with available resourcing. This is proving very difficult at the moment and following further funding cuts by DPI, the available funds are very limited. DPI have also tightened their processes around their usual funding of Local Government Biosecurity funding agreements which is also limiting biosecurity service level.	75%	
2.1.3.9	Write and release six (6) Media Releases targeted at biosecurity (as per the Department of Primary Industries' requirements)	30/06/2024	The discovery of Frogbit in Boggabri led to several media releases in the local newspaper, social media, NSW ABC news and throughout DPI channels. Media releases will also be carried out prior to annual inspection or for any key findings in biosecurity matter in the shire. The target focus of Harrissia Cactus in the Baan Baa area is currently the primary media release focus. Media releases have been created and put out relating to Harrissia Cactus information evenings, aerial inspections of Harrissia Cactus, Alligator Weed and Frogbit.	75%	
4.1.2.8	Carryout annual inspections of urban areas to identify properties requiring repair or demolition and implement a program to require action to repair or demolish derelict buildings	30/06/2024	The Compliance Team routinely respond to reports of derelict and dilapidated buildings and issues Orders in conjunction with Council's Building Surveyor utilising a risk-based approach.	80%	
4.1.2.9	Run programs for Asbestos Awareness Month (November)	30/06/2024	Staff compiled communication collateral for display, advertising and social media during the month of November 2023. The Compliance team also developed resources such as checklists and procedures for tradespeople and DIY trades to use when working with asbestos or needing to identify asbestos. These were available free of charge from the Council administration building.	100%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.1.2.21	Undertake educational programs targeted at increasing community awareness of responsibilities regarding food safety, health inspections, wastewater, and underground fuel storage	30/06/2024	The Compliance Team were unfortunately unsuccessful in obtaining one of six state seminars for our food retailers with the Food Authority but has applied again for the next round. This was aiming to assist in bringing accurate and up to date information directly from the peak regulatory body for our local businesses. The Food Authority have also provided several resource packages which have been sent out on our retail food outlet emailing list to help engage business in their responsibilities in food safety. The team are planning to develop our own food business sessions to provide to the community. Up to date information on UPSS, wastewater and public health has been provided on Council's website.	75%	

Action: Key Performance Measures - Biosecurity

Performance Measure	Annual Target	Actual (Year to Date)
Weeds monthly and quarterly reporting (performed in accordance with the Biosecurity Act 2015 (NSW) submitted on time to NSW Department of Primary Industries	100%	100%
Number of individual properties inspected By Council weed officers	800	700
Number of weed management education programs delivered	5	15
Number of roadside hectares inspected for weeds	10,000 Ha	22,656 Ha

Action: Key Performance Measures - Regulatory Compliance

Performance Measure	Annual Target	Actual (Year to Date)
Annual Inspections - Hairdressers	100%	0%
Annual Inspections - Food Premises	100%	15%
Livestock Impounded	3	18

Not Due to Commence Issues Encountered On Track Complete

Performance Measure	Annual Target	Actual (Year to Date)
Burning Permits Issued	10	6
Number of Companion Animals Euthanised - Dogs	< 20	16
Penalty Infringement Notices Issued - Litter	10	2
Number of Companion Animals Impounded - Dogs	200	93
Number of Companion Animals Impounded - Cats	200	52
Number of Companion Animals Released to Owner - Cats	20	0
Penalty Infringement Notices Issued - Impounded Vehicles	10	2
Vehicles Impounded	3	4
Penalty Infringement Notices Issued - Companion Animals	50	33
Number of Companion Animals Euthanised - Cats	20	1
Number of Companion Animals Rehomed - Cats	> 50	28
Penalty Infringement Notices Issued - Illegal Dumping	10	2
Companion Animal Programs Run (e.g. discounted microchipping, desexing etc)	2	7
Penalty Infringement Notices Issued - Impounded Livestock	5	1
Companion Animals Registered by Council	200	65
Number of Companion Animals Released to Owner - Dogs	20	29
Penalty Infringement Notices Issued - Parking	50	114
Penalty Infringement Notices Issued - Food Safety	2	0
Penalty Infringement Notices Issued - Land Contamination and Pollution	2	0
Companion Animals Microchipped by Council	200	36
Annual Inspections - Underground Petroleum Storage	100%	0%

Not Due to Commence Issues Encountered On Track Complete

Performance Measure	Annual Target	Actual (Year to Date)
Annual Inspections - Beauty Salons	100%	0%
Penalty Infringement Notices Issued - Public Health	2	0
Number of Companion Animals Rehomed - Dogs	50	40
Annual Inspections - Aerated Wastewater Treatment Systems	100%	59%
Penalty Infringement Notices Issued - Overgrown Premises	10	1

Not Due to Commence | Issues Encountered | On Track | Complete

Tourism and Cultural Services

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.1.1.1	Shire Wide - Support and encourage the provision of education programs in collaboration with other services to reduce the impacts of health issues (including mental health and addiction)	30/06/2024	Council is currently working with the Interagency Group with the view of identifying suitable collaboratively delivered programs and educational initiatives for the target audience. Council held the Seniors Festival lunch which included a mini Aged Care Expo which included stalls such as Healthwise, and Pius X Aboriginal Corporation that delivers programs that include mental health and wellbeing initiatives.	100%	
1.1.1.3	Develop publicly available disability inclusion guides to assist community, cultural and sporting events	30/06/2024	Draft Disability Inclusion guides have been tabled at Council's Access and Inclusion meeting. These are programmed for completion by July 2024.	75%	
1.1.1.4	Raise awareness for local sporting, recreation, and cultural programs with the aim of increasing inclusion and access across represented sporting codes	30/06/2024	The guides mentioned in Action 1.1.1.3 will raise awareness in the community. Council is currently working on a "Inclusive Brochure' aimed at sporting groups, outlining a variety of ways that people with Disability can be included in their sporting activities. This brochure will be completed by July 2024.	75%	
1.1.2.2	Review and update the Narrabri Shire Crime Prevention Plan	30/06/2024	The Draft Narrabri Shire Crime Prevention Plan has been endorsed by Council and is on Public Exhibition until 01/04/2024.	95%	
1.2.1.1	Develop a Narrabri Shire Digital Communications Strategy	30/06/2024	The Digital Strategy will be included in the Communications Strategy. A draft version will be completed by June 2024.	75%	
1.2.2.31	Investigate the demand and viability for youth spaces across the Shire	30/06/2024	Council continues to advocate for the establishment of a PCYC in the region. The establishment of a PCYC is an identified strategy within Council's Crime Prevention Planning suite of documents.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.2.4.4	Develop and implement the Narrabri Shire Public Art Strategy	30/06/2024	The Public Art Advisory Committee are currently working on the content of the Narrabri Shire Public Art Strategy. This is programmed for completion by July 2024.	75%	
1.2.4.5	Pedestrian accessibility improvements - Install Kerb Ramps (R4R Funded)	30/06/2024	A scoping and site visit was conducted with Council staff and Access and Inclusion Advisory Committee representatives on 06/9/2023 to identify potential sites for upgrades. A site visit report was completed and forwarded to the Infrastructure Delivery (ID) department for further assessment and associated recommendations. This is a funded project and will not be initiated until the financial year of 2024/2025.	75%	
1.3.1.8	Wee Waa - Investigate and implement more opportunities to portray agricultural heritage	30/06/2024	Council is currently working on a Agri Tourism Strategy which will stretch across the shire, including Wee Waa.	75%	
1.3.1.9	Shire Wide - Complete the upgrade of Gateway Signage (Carryover 2020/2021)	30/06/2021	The Gateway Signs for the Walgett Shire (Burren Junction) and Moree Plains Shire Council boundaries have been manufactured and are now awaiting installation. Installation cannot occur until the completion of the NSW Government's Newell Highway Program Alliance project. This project may roll into 2024/2025 if the works along these sections of the Newell Highway are not completed in 2023/2024.	75%	
1.3.1.10	Shire Wide - Complete the upgrade of Town Signage (Year 2 of 2) (Carryover 2020/2021)	30/06/2023	Suitable town entry signage sites have been identified and draft designs prepared. Quotes for manufacturing have been requested. Community consultations has commenced to identify the appropriate signage for each town and village. This project will probably roll over in to 2024/2025 due to consultation timelines surrounding the need to consult with all towns and villages.	50%	
1.3.2.1	Successfully organise and run National Volunteers Week	30/06/2024	National Volunteers Week will be held on 24/05/2024. Nominations for the Volunteers Awards opened on 25/03/2024.	80%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
1.3.2.2	Successfully organise and run the Lillian Hulbert Scholarship and award presentation	30/06/2024	The Lillian Hulbert Awards was held on the 24 February 2024 at the Narrabri Shire Council Chambers. The award winner was Daniel Smith.	100%	
1.3.2.3	Work with local response agencies and support organisations to build their volunteer base	30/06/2024	A social media campaign to encourage volunteering will be delivered by July 2024.	50%	
1.3.2.4	Review volunteering policy to ensure Council volunteering opportunities are accessible and inclusive	30/06/2024	Not due to commence. A Volunteer Policy will be developed in Quarter 4 2023/2024.	0%	
1.3.3.1	Advocate for the introduction of 'neighbour helping neighbour' and 'phone a friend' programs	30/06/2024	Currently planning to organise a further social media campaign in 2024. This importance of this type of initiative has also been highlighted in ongoing consultations and review of the Narrabri Shire Crime Prevention Plan.	50%	
2.1.1.1	Boggabri - Investigate the development of an Aboriginal Cultural Centre and Meeting Place	30/06/2024	Council staff are consulting with Boggabri's local community in late April 2024 about the potential development for of an Aboriginal Cultural Centre.	50%	
2.1.1.2	In partnership with local Indigenous Community stakeholders, facilitate Reconciliation Week and NAIDOC Week	30/06/2024	Meeting to be scheduled in April 2024 with key stakeholders including the Local Aboriginal Land Councils and Aboriginal organisations to facilitate Reconciliation Week in June and NAIDOC in July 2024.	50%	
2.1.1.3	Narrabri - Investigate the development of an Aboriginal Cultural Centre and Meeting Place	30/06/2024	A feasibility plan has been recently completed by Wahgunyah (Housing) Aboriginal Corporation to investigate the development of an Aboriginal Cultural Centre and Meeting Place in Narrabri. Council staff will continue to support Wahgunyah Aboriginal Corporation in identifying grants for this initiative should the organisation elect to proceed with the project.	100%	
2.1.1.4	Review and update the Narrabri Shire Reconciliation Action Plan	30/06/2024	A draft Reconciliation Action Plan will be completed by July 2024.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
3.1.4.1	Investigate and implement Skills Training Programs targeted at all ages	30/06/2024	Council has completed a Skills Training Program (Youth Capacity Building) in collaboration with Wee Waa and Narrabri High School. The program was managed by Narrabri Industrial Network and was completed in December 2023.	100%	
3.1.4.2	Shire Wide - Investigate and support the implementation of youth development programs	30/06/2024	The Youth Council is currently working with the Office of Sport to initiate a sport and leisure project for the youth in Narrabri Shire.	80%	
3.1.4.3	Establish library programs to support and enhance early literacy in our community	30/06/2024	Early Literacy programs (Baby Rhyme Time and Storytimes) are delivered in all library branches. 250+ children in the Narrabri Shire LGA currently enrolled in The Dolly Parton's Imagination Library program. 1,000 Books Before School early literacy program continues with over 50 children registered.	75%	
3.1.4.4	Establish library programs to support seniors, youth, disability, Indigenous and CALD (culturally and linguistically diverse) groups in our community	30/06/2024	Council delivers Brain Training, Knitting, Device Advice, Book Clubs and Home Library Service (HLS) for seniors in Boggabri, Narrabri, Pilliga and Wee Waa. Weekly adult disability craft sessions are also held at Narrabri Library. No Culturally and Linguistically Diverse (CALD) programs have been implemented to date however these are being investigated. Application for a grant to fund the 'Write Time Write Place' for youth was successful.	75%	
3.1.4.5	Facilitate Science, Technology, Engineering, Arts, and Mathematics (STEAM) programs in collaboration with community stakeholders	30/06/2024	Council delivers STEAM programs in Bellata, Gwabegar and Pilliga primary schools, and one Narrabri pre-school. After school Young Einstein's Science (YES) Club held at Narrabri Library and Wee Waa libraries and a Boggabri Out Of School Care. Council is now planning for an interactive science fair for Science Week 2024.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
3.1.4.6	Increase cooperation between the Shire's Libraries and local schools	30/06/2024	Council routinely engages with primary schools within the Shire to hold Early Literacy and STEAM programs. Funding has been secured for a collaboration with Narrabri and Wee Waa High Schools, and the Namoi Christian School to run the 'Write Time Write Place' writing and illustration 2 day workshop for ages 12+.	75%	
3.1.4.7	Shire Wide - Develop library programs for the community	30/06/2024	Council delivers early childhood programs to Boggabri, Narrabri, and Wee Waa. STEAM programs to all library branches and to primary schools in Bellata, Gwabegar and Pilliga. Brain Training, Knitting, Device Advice, Book Clubs and Home Library Service (HLS) for seniors. Home Library Service has commenced in Pilliga, Gwabegar, and Bellata. Adult disability craft sessions at Narrabri Library. The Write Time, Write Place program is for youth and will be delivered on the 22-23/04/2024	75%	
3.2.2.2	Investigate opportunities to promote the Narrabri Shire's unique selling points (USPs)	30/06/2024	The Narrabri Region was showcased in a six-page feature in the regional magazine, 'Found'.	75%	
3.2.2.3	Update the Narrabri Region Visitor Guide	30/06/2024	The new Narrabri Region Visitor Guide is completed and hardcopies are now available from the Narrabri Region Visitors Information Centre and tourism information stands across the Region.	100%	
3.2.2.4	Update the Narrabri Region App	30/06/2024	Narrabri Region is featured in Explore Australia Visitor Centre App and information is routinely updated. The Narrabri Region App is no longer functional.	100%	
3.2.3.1	Successfully organise and run Australia Day Events	30/06/2024	Australia Day Celebrations were held in Narrabri, Wee Waa, and Boggabri. They included Australia Day Awards, and family activities. The Australian Citizenship Ceremony was also held in Narrabri.	100%	
3.2.3.4	Monitor, update and implement the Destination Management Plan	30/06/2024	The Destination Management Plan is currently being revised and prioritised.	75%	

Not Due to Commence Issues Encountered On Track Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
3.2.3.5	Develop a Narrabri Shire Tourism Advisory Committee	30/06/2024	A Tourism Advisory Committee is in the early stages of investigation and is programmed for delivery in the reporting period. The Terms of Reference are currently being worked on.	75%	
3.2.3.6	Develop an AgriTourism Strategy for the Narrabri Shire	30/06/2024	Council is currently working on the Agri Tourism Strategy. This will be completed by July 2024.	75%	
3.2.3.9	Develop the Narrabri Shire Accessible Tourism Strategy	30/06/2024	The updated Narrabri Region Visitor Information Guide includes and "Accessible Tourism Guide" highlighting accessible tourism attractions across the Shire for those with additional needs. Council's Access and Inclusion Committee were consulted during the development of this Guide and have commenced preparation of an Accessible Tourism Strategy.	75%	
3.2.3.10	Encourage commercial, tourist and recreation activities that complement and promote a stronger agricultural sector and build the sector's adaptability	30/06/2024	Council is currently working on a Agri Tourism strategy which will outline the process to initiate Agri Tourism activities. Council is also working with Moree and Gunnedah tourism bodies in regard to Agri Tourism.	75%	
3.2.3.11	Advocate for expanded nature-based adventure and cultural tourism places	30/06/2024	Council is working with the Pilliga (Yowie) and Boggabri (Barbers Lagoon) communities to develop story boards to depict the history and culture of their area. Council is also promoting the holiday activities for National Parks & Wildlife Services.	75%	
3.2.3.13	Investigate funding for Tourism Marketing Campaigns	30/06/2024	Council is continually investigating opportunities for financial collaboration with neighbouring Local Government Areas (LGAs). There are strong collaborative partnerships in place through Council's participation in tourism and marketing groups such as the Kamilaroi Highway Tourism Group and the Great Artesian Drive group. Grant funding opportunities are routinely explored with the assistance of Council's Grants Team.	75%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
3.2.3.14	Investigate opportunities for annual events and develop a business case for the Narrabri Shire	30/06/2024	The Golf NSW qualifying event was held on the 14-16/03/2024. Council will also be hosting the Camper Trailer of the year in May 2024. Council also held a Eucalypt Day at the Narrabri Region Visitor Information Centre.	75%	
3.2.3.15	Investigate opportunities to promote the Narrabri Shire's unique Pink Slug	30/06/2024	Promotion of the Narrabri Shire unique Pink Slug is ongoing. Due to demand, a new order of the Sticky Pink Slug was completed. Council also undertook a social media campaign on viewing the Pink Slug during rainy/wet weather, the optimum time to view this unique species.	100%	
3.2.3.18	Shire Wide - Investigate additional Council operated tours	30/06/2024	Council is actively exploring opportunities with local agencies (including the educational sector) that have bus assets to investigate if these are available for such tours.	75%	
3.3.2.5	Identify alternative funding opportunities to implement innovative Library programs	30/06/2024	Council has secured funding for "Write Time, Write Place" youth program which will commence in April 2024.	100%	
4.1.1.2	Develop the Narrabri Shire Youth Strategy	30/06/2024	The Youth Strategy has been endorsed by Council.	100%	
4.1.1.11	Narrabri - Visitor Information Centre - Investigate Redevelopment	30/06/2024	The proposed redevelopment of the Visitor Information Centre is currently being assessed. Funding would be needed for this project to eventuate.	75%	
4.1.3.1	Raise awareness of support services available and connect people to relevant service providers in times of adverse events	30/06/2024	A social media campaign was delivered about preparing yourself for emergencies.	100%	
4.2.1.4	Undertake the Biennial Customer Satisfaction Survey	30/06/2024	Council has engaged Micromex Research to conduct the Community Satisfaction Survey.	80%	
4.2.1.6	Support and liaise with community groups and local residents regarding traffic and alcohol free-zoning requirements	30/06/2024	Traffic and Alcohol free zoning requirements are addressed with all community event submissions. This is ongoing.	100%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.2.2.1	Advocate for a School for Specific Purpose (SSP) to be established in Narrabri to provide specialist and dedicated support for students with moderate to high learning needs, and who meet the NSW Department of Education's Disability Criteria.	30/06/2024	After members of the Access and Inclusion Advisory Committee participated in a site visit at the GS Kidd Memorial School in Gunnedah to discuss how the school was established and the processes needed, it was apparent that the Education Department were not going to fund such facilities in the future.	100%	
4.2.2.2	Advocate for the implementation of support programs and networks for young parents across the Shire	30/06/2024	Viability and need for support programs for young parents across the Shire is consistently being advocated for.	75%	
4.2.2.4	Narrabri - Investigate and advocate for a PCYC that operates outreach services across the Shire	30/06/2024	Currently PCYC programs are available in Wee Waa and in Narrabri. Council has contacted PCYC to discuss further options for Narrabri. Advocacy is ongoing.	75%	
4.2.2.5	Organise and run the Seniors Festival and Awards	30/06/2024	Seniors Week luncheon and awards was held at the Narrabri RSL on 14 March 2024.	100%	
4.2.2.6	Successfully organise and run International Women's Day Events	30/06/2024	International Woman's Day was held on 6 March 2024 at The Exchange.	100%	
4.2.2.7	Successfully organise and run International Day of People with Disabilities Events	30/06/2024	In consultation with Council's Access and Inclusion Committee activities, Council organised the International Day of People with Disabilities which was celebrated in December 2023. This was held at the Multipurpose Room on the 6 December 2023. It included a lunch, and art and craft activities.	100%	
4.2.2.8	Successfully organise and run Youth Week activities	30/06/2024	Council will collaborate with Narrabri District Community Aid Service (NDCAS) and the Youth Council to organise the annual Youth Week event which will be held on the 17-18/042024.	75%	
4.2.3.1	Develop Style Guides for Council's External Services	30/06/2024	Current document has been reviewed with feedback received from Governance. This will be completed by June 2024	75%	
4.2.3.2	Develop the Council's Communications Strategy	30/06/2024	The Draft Communications Strategy will be completed by June 2024.	75%	

Not Due to Commence | Issues Encountered | On Track | Complete

CSP Link	Action	Due Date	Comments	Progress	Traffic Lights
4.2.4.1	Regularly undertake community education to raise awareness of potential adverse events and provide agency information on how businesses and households can prepare and respond	30/06/2024	Council has delivered a social media campaign to educate the community on what to do during adverse events.	100%	
4.3.1.9	Develop Policies to govern Council's Civic Collection acquisitions and disposals	30/06/2024	This project is now programmed to be undertaken in 2024/2025.	25%	
4.3.3.1	Investigate the implementation of an online accessibility map (existing or developed) that enables people of all abilities to navigate communities with greater confidence, independence, and dignity	30/06/2024	Inclusion of an accessibility map on the Council's Tourism website is currently being investigated. Also, an Accessibility Tourism strategy is being researched. An Accessible page on the tourism website is also being researched.	50%	
4.3.3.2	Review and update Council's Website to modernise and incorporate 'self-service' opportunities increasing accessibility for community members	30/06/2024	Communications continually reviews any feedback received from website users and makes update accordingly, as each individual page has an option to leave feedback. Communications further implements content updates received from business units and subject matter experts. Communications Team undertake continual self-training through Council's website provider's. Communications is currently working on digitising customer service forms including bin requests. Upgrading, Self Service, components is continually assessed.	100%	

Action: Key Performance Measures - Community Development

Performance Measure	Annual Target	Actual (Year to Date)
Percentage of Youth Council Meetings that comply with operating procedures as set out in the Terms of Reference (i.e. quorum is met and agenda prepared and distributed in time and adhered to)	100%	100%
Percentage of Access and Inclusion Committee Meetings that comply with operating procedures as set out in the Terms of Reference (i.e. quorum is met and agenda prepared and distributed in time and adhered to)	100%	0%

Not Due to Commence Issues Encountered On Track Complete

Performance Measure	Annual Target	Actual (Year to Date)
Percentage of Crime Prevention Committee Meetings that comply with operating procedures as set out in the Terms of Reference (i.e. quorum is met and agenda prepared and distributed in time and adhered to)	100%	100%
Number of youth-based actions formulated through the Youth Council that are undertaken	5	2
Conduct a session to debrief post-event/program with stakeholders	100%	100%
Seek feedback (via feedback form) from Community regarding programs and events - this can include suggested changes and what was beneficial	10	1
Number of cultural events delivered	6	20
Attend Shire wide community group meetings	20	6
Manage and coordinate community events, programs, and projects	20	8
Co-ordinate and run Narrabri Shires Youth Council Meetings	9	3
Co-ordinate and run Narrabri Shires Access and Inclusion Advisory Committee	4	0
Co-ordinate and run Narrabri Shires Crime Prevention Advisory Committee	4	1
Number of community events submissions	12	4

Action: Key Performance Measures - Library Services

Performance Measure	Annual Target	Actual (Year to Date)
Utilisation rate of the Narrabri Library	> 720	169
Utilisation of technologies at the Wee Waa Library	> 2,600	1,425
Utilisation of technologies at the Boggabri Library	> 400	98
Utilisation of technologies at the Narrabri Library	> 8,800	3,009
Utilisation rate of the Wee Waa Library	> 300	91
Number of e-resources (e-audio and e-book) downloaded by members of the Narrabri Shire Libraries via the CNRL website	> 8,000	2,471

Not Due to Commence Issues Encountered On Track Complete

Performance Measure	Annual Target	Actual (Year to Date)
New members at the Narrabri Library	> 300	55
New members at the Wee Waa Library	> 120	21
New members at the Boggabri Library	> 20	6
Utilisation rate of the Boggabri Library	> 60	26
Number of Library and outreach programs for specific community groups - CALD Programs	> 4	1
Number of Library and outreach programs for specific community groups - Indigenous Programs	> 6	0
Number of Library and outreach programs for specific community groups - Disability Programs	> 400	16
Number of Library and outreach programs for specific community groups - Adult Programs	> 400	127
Number of Library and outreach programs for specific community groups - Children's and Youth Programs	> 440	90
Overall customer satisfaction (customer service levels, resources, opening hours and facilities)	> 95 %	95
Narrabri Library visitation rates	> 20,800	5,350
Wee Waa Library visitation rates	> 7,000	2,667
Boggabri Library visitation rates	> 1,500	175
Number of participants attending programs, events and meetings at the Narrabri Library	> 6,000	5,409
Number of participants attending programs, events and meetings at the Wee Waa Library	> 880	219
Number of participants attending programs, events and meetings at the Boggabri Library	> 400	40
Physical loans (including renewals) from the Narrabri Library	> 28,000	9,367
Physical loans (including renewals) from the Wee Waa Library	> 6,000	2,334
Physical loans (including renewals) from the Boggabri Library	> 3,000	682

Not Due to Commence Issues Encountered On Track Complete

Action: Key Performance Measures - Tourism

Performance Measure	Annual Target	Actual (Year to Date)
Average sales per walk in patron for the Narrabri Visitor Information Centre	< 6	15
Number of social posts via the Narrabri Region pages	> 125	105
Net cost for provision of visitor service per visitor (Narrabri Visitor Information Centre patrons)	< $9	$49
Number of Narrabri region guides distributed at trade shows	> 1,500	560
Overall visitor satisfaction (Google & TripAdvisor)	> 4 Stars	4.5
Number of e-newsletters ('What's on Weekly' and 'Tourism in Focus') distributed	> 50	11
Number of social media followers of the Narrabri Region pages	> 4,500	4,469
Number of visitors to the Narrabri Visitor Information Centre	> 20,000	2,108
Number of Narrabri region guides distributed at local providers and tourism network	> 8,000	3,218

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16.1 QUARTERLY BUDGET REVIEW STATEMENT - MARCH 2024

Responsible Officer: **Ted Harrington, Director Financial and Commercial Services**

Author: **Luke Meppem, Manager Financial Services**

Attachments: **1. Quarterly Budget Review Statement - March 2024**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader for the community

Objective 4.2 A strong Council that advocates for the Community

Strategy 4.2.1 Communicate and engage with the community regarding decision-making

EXECUTIVE SUMMARY

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

RECOMMENDATION

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

BACKGROUND

The Budget Review Statement is provided in two (2) formats. The first being *by Type* and reflective of how the end of year Income Statement is reported. The second being *by Activity* as per Note B1-1 of the Annual Financial Statements.

Council's Note B1-1 reflects the individual Service Plans that have been established as an additional reporting layer to the Community. Pages 3 to 6 of **Attachment 1** provides an additional level of the information from the summary that appears on page 2.

A Capital Budget Review is included on page 7 of the Quarterly Budget Review Statement (attached), also reflecting individual Service Plan capital expenditure.

CURRENT SITUATION

This review is for the quarter ended 31 March 2024 and is attached for Council consideration.

Council's adopted budget projected an Operating Surplus (excluding Capital Income) of $5,657,000. The December Quarterly Budget Review, as presented, reflects an improvement in financial position of $67,000, resulting in a budgeted surplus forecast of $5,724,000.

Variations to the projected year end result as listed in the 'Variations for this Dec Qtr.' column on page 2 of the attached Quarterly Budget Review Statement are summarised by Directorate below:

Directorate	Variation ($)	Budget Implication
Income		
General Purpose Revenue	565,000	Increase in Financing Income
Office of General Manager	(23,000)	Decrease in Operating Income
Financial & Commercial Services	14,000	Increase in Operating Income
Financial & Commercial Services	(17,000)	Decrease in Capital Income
Planning and Sustainability	15,000	Increase in Financing Income
Planning and Sustainability	(42,000)	Increase in Operating Income
Planning and Sustainability	(40,000)	Decrease in Capital Income
Infrastructure Delivery	452,000	Increase in Financing Income
Infrastructure Delivery	1,208,000	Increase in Operating Income
Infrastructure Delivery	1,314,000	Increase in Capital Income
Expenditure		
Office of General Manager	54,000	Increase in Expenditure
Financial & Commercial Services	131,000	Increase in Expenditure
Planning and Sustainability	50,000	Increase in Expenditure
Infrastructure Delivery	2,054,000	Increase in Expenditure
Result Variation (excl. Capital Income)	**$67,000**	Increased Net Operating Result

The Capital Budget on page 7 of the Quarterly Budget Review Statement shows a decrease in the expected cost of Capital Works of $3,094,000. This includes the movements by asset category and by service.

All adjustments made to Capital Works are listed in individual Service Plan Reviews, with updated commentary, included in the Operational Plan Review (the subject of a separate report in this Business Paper).

There are decreases to the Capital Works Program across Council due to relevant departments prioritising works based on available resources and likelihood of expenditure being consumed in the 2023/2024 financial year.

FINANCIAL IMPLICATIONS

The major variations (greater than $50,000) are detailed below:

Office of the General Manager Expenses (net increase of $54,000)

- Governance & Risk Management
  - $22,525 increase in expenditure due to increased expenditure on Councillor conferences, and associated travel and accommodation.
  - $50,000 of expenses moved from Corporate Planning and Risk to Governance for Computer software.

Financial & Commercial Services Revenue (net increase of $19,000)

Airport Services

- $80,000 increase in Airside Operations due to increased usage due to December 2023 natural disaster (Duck Creek Fire)

Financial Services

- $78,000 decrease in Financial Services due to legal enforcement of unpaid rates deferred.

Swimming Pools

- $46,000 increase in revenue at Narrabri Aquatic Centre due to increase in Private Learn to Swim instructors, new water polo competition activated and extended summer heat.

Financial & Commercial Services Expenditure (net increase in operational expenditure of $131,000)

Customer and Information Services

- $86,000 decrease in expenditure due to reduced employee costs.
- $70,000 decreased as expenses moved to IT Technical Support

Property Services

- $110,000 increase to allow for Land and Building Revaluation, increased electricity expenses and additional waste collections.

Swimming Pools

- $150,000 increase in expenditure mainly due to requirement for additional casual employees, as unable to secure permanent staff.

Fleet Management

- $50,000 increase due additional reliance upon contractors as unable to staff as per organisational requirements.

Planning and Sustainability Revenue (net increase in operational revenue of $57,000)

Planning and Development

- $80,000 increase in Development Contributions.

Tourism and Cultural Services

- Community Development decrease of $150,000 in Capital income due to project not being completed in the 23/24 financial year.

Planning and Sustainability Expenditure (net increase in operational expenditure of $50,000)

Economic Development

- $63,000 increase in expenditure from the employment of new position.

Infrastructure Delivery Income (net increase in operating income of $3,109,000)

Parks & Open Spaces

- $244,000 reduction as capital projects will not be acquitted in the 23/24 financial year.

Project and Assets

- $133,000 decrease as capital projects will not be acquitted in the 23/24 financial year.

Roads and Ancillary Services

- $2,185,000 of additional internal income due to increased utilisation levels of internal plant that have previously not been identified and appropriately budgeted for.
- $300,000 increase in Operational income for State Highway Maintenance works.
- $1,324,317 increase in grants for Shire Roads, which is an increase in Capital grants due to Milestones being achieved.
- $1,937,500 increase for Bridges grant funding due to milestones being met and new grant being acquired.
- $474,000 decrease in Kerb and Guttering as works will not be completed in time for acquittal in the 23/24 financial year.

Water & Sewerage Services

- $452,000 increase from interest payments on term deposits.
- $321,411 increase in capital income for completed projects.

Infrastructure Delivery Expenditure (net increase in expenditure of $2,054,000)

Parks & Open Spaces

- $142,000 increase in water usage and plant charges.

Projects & Assets

- Reduction in contractor services due to alteration to scope of works

Roads and Ancillary Services

- $970,000 increase in contractor expenses for reseals and heavy patching on Culgoora Rd.
- $55,000 increase to allow for preliminary works on Violet Street Bridge
- $435,000 increase to expenditure for Shire Roads to undertake Roads Maintenance Review and increased usage requiring maintenance due to road conditions.
- $70,000 increase in fuel required for dry hire and small plant for Shire Roads
- $50,000 increase in materials required to maintain Shire Roads

Water and Sewerage Services

- $50,000 increase in a combination of employee, electricity, and contractor expenses for Boggabri Water
- $94,000 decrease in employee expenses for Narrabri Water
- $259,000 increase for Narrabri Water for materials and increased electricity prices.
- $80,000 increase for Wee Waa Water cover hydrant maintenance by contractor and repairs to infrastructure due to failures and increased electricity costs.

Variation by Income Statement Category.

Grants and Contributions – Operational

- The increase of $973,000 in Operational Grants for Community Disaster Recovery and investigative grants.

Grants and Contributions – Capital

- The increase in Capital Grants of $1,257,000 is due to the additional works completion and acquittal of long-term projects.

STATUTORY AND POLICY IMPLICATIONS

A Quarterly Budget Review is required under s203 of the *Local Government (General) Regulation 2021* (NSW).

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Executive and Senior Management.
- Manager Financial Services.

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Report by Responsible Accounting Officer

The following statement is made in accordance with *Clause 203(2) of the Local Government (General) Regulations 2021:*

It is my opinion that the Quarterly Budget Review Statement for Narrabri Shire Council for the quarter ended 31/03/24 indicates that Council's projected financial position at 30/06/24 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: _____ **Date: 08/05/2024**

Ted Harrington
Responsible Accounting Officer

Income & Expenses Budget Review Statement

Budget Review for the quarter ended 31 March 2024
Income & expenses (Income Statement) - Council Consolidated

($000's)	Original budget 2023/24	Approved Changes Sep QBRS	Dec QBRS	Mar QBRS	Revised budget 2023/24	Variations for this Mar Qtr	Projected year end result	Actual YTD figures
Income								
Rates and annual charges	24,246	(33)	(142)		24,071	(103)	23,968	23,674
User charges and fees	7,025	169	2,652		9,901	410	10,311	8,733
Other revenues	2,158	160	620		2,938	(86)	2,852	2,331
Other income	196	49	(50)		195	(14)	181	110
Grants and contributions - operating	10,525	3,565	7,696		21,786	974	22,760	10,519
Grants and contributions - capital	27,405	3,200	(10,553)		20,052	1,257	21,309	6,108
Interest and investment revenue	2,081	439			2,520	1,034	3,554	2,508
Net gain from disposal of assets	171	-			171	-	171	-
Total income from continuing operations	**73,862**	**7,549**	**223**	**-**	**81,634**	**3,472**	**85,106**	**53,983**
Expenses								
Employee benefits and on-costs	18,752	864	(64)		19,552	(104)	19,448	15,167
Borrowing costs	249	-	1		250	(33)	217	71
Materials and services	18,692	3,425	(675)		21,442	2,347	23,789	16,608
Depreciation and amortisation	11,904	1,122	-		13,026	-	13,026	-
Impairment of receivables		-	-		-		-	
Legal costs	94	15	73		182	(68)	114	53
Consultants	458	(151)	21		328	19	347	37
Other expenses	1,076	45	24		1,145	(13)	1,132	852
Total expenses from continuing operations	**51,225**	**5,320**	**(620)**	**-**	**55,925**	**2,148**	**58,073**	**32,788**
Net operating result from continuing operations	**22,637**	**2,229**	**843**	**-**	**25,709**	**1,324**	**27,033**	**21,195**
Net operating result from all operations	**22,637**	**2,229**	**843**	**-**	**25,709**	**1,324**	**27,033**	**21,195**
Net Operating Result before Capital Items	**(4,768)**	**(971)**	**11,396**	**-**	**5,657**	**67**	**5,724**	**15,087**

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

Budget review for the quarter ended 31 March 2024
Income & Expenses (Directorate Summary) - Council Consolidated

($000's)	Original Budget	Approved Changes Sep QBRS	Dec QBRS	Mar QBRS	Revised Budget	Variations for this Mar Qtr	Projected Year End Result	Actual YTD figures
Income								
General Purpose Revenue	24,659	280	-		24,939	565	**25,504**	16,390
Office of General Manager	283	51	47		381	(23)	**358**	267
Financial and Commercial Services	2,830	10	205		3,045	19	**3,064**	2,045
Planning and Sustainability	5,944	98	60		6,102	(57)	**6,045**	2,390
Infrastructure Delivery	43,660	7,467	2,268		53,395	3,109	**56,504**	36,556
Total income from continuing operations	**77,376**	**7,906**	**2,580**		**87,862**	**3,613**	**91,475**	**57,648**
Adjustment for Internal Income Budgeted	**(3,343)**	**(357)**	**(2,357)**		**(6,057)**	**(141)**	**(6,198)**	**(3,665)**
Adjustment for Capital Sales Budgeted	**(171)**				**(171)**	**-**	**(171)**	
	73,862	**7,549**	**223**		**81,634**	**3,472**	**85,106**	**53,983**
Expenses								
Office of General Manager	3,668	538	34		4,240	54	4,294	2,820
Financial and Commercial Services	10,032	1,678	273		11,983	131	12,114	5,894
Planning and Sustainability	5,406	508	97		6,011	50	6,061	4,082
Infrastructure Delivery	35,462	2,953	1,333		39,748	2,054	41,802	23,657
Total expenses from continuing operations	**54,568**	**5,677**	**1,737**		**61,982**	**2,289**	**64,271**	**36,453**
Adjustment for Internal Income Budgeted	**(3,343)**	**(357)**	**(2,357)**		**(6,057)**	**(141)**	**(6,198)**	**(3,665)**
	51,225	**5,320**	**(620)**		**55,925**	**2,148**	**58,073**	**32,788**
Net operating result from continuing operations	**22,637**	**2,229**	**843**		**25,709**	**1,324**	**27,033**	**21,195**
Net operating result from all operations	**22,637**	**2,229**	**843**		**25,709**	**1,324**	**27,033**	**21,195**
Net Operating Result before Capital Items	**(4,768)**	**(971)**	**11,396**		**5,657**	**67**	**5,724**	**15,087**

This statement provides a summary of the budget movements of Council's service activities based on directorate responsibilities. The following pages (3-7) provides the services reported in Note B1-1 of Council's annual financial statements. This is broken down a further level (line items in italics) to provide a better understanding of the costing components of the services where applicable.

Detailed Income & Expenses Budget Review Statement by Directorate

Budget Review for the quarter ended 31 March 2024
Income & Expenses - General Purpose Income

($000's)	Original budget 2023/24	Approved changes Sep QBRS	Dec QBRS	Mar QBRS	Revised budget 2023/24	Variations for this Mar Qtr	Projected year end result	Actual YTD figures
Income								
Rates & Charges	14,803	6	-		14,809	-	14,809	14,596
Interest Investment Revenue	1,379	274	-		1,653	565	2,218	1,471
General Purpose (Untied) Grants	8,477	-	-		8,477	-	8,477	323
Total income from continuing operations	24,659	280	-		24,939	565	25,504	16,390
Expenses								
Rates & Charges					-		-	
Total expenses from continuing operations	**-**	**-**	**-**		**-**	**-**	**-**	**-**
Net operating result from all operations	**24,659**	**280**	**-**		**24,939**	**565**	**25,504**	**16,390**

Budget Review for the quarter ended 31 March 2024
Income & Expenses - Office of The General Manager

($000's)	Original Budget 2023/24	Approved changes Sep QBRS	Dec QBRS	Mar QBRS	Revised Budget 2023/24	Variations for this Mar Qtr	Projected Year End Result	Actual YTD figures
Income								
Strategic Management	**56**	**-**	**-**		**56**	**-**	**56**	**35**
Governance & Risk	**67**	**51**	**54**		**172**	**2**	**174**	**170**
Governance	*-*	*-*	*1*		*1*	*2*	*3*	*2*
Risk	*67*	*51*	*53*		*171*	*-*	*171*	*168*
People & Values	**160**	**-**	**(7)**		**153**	**(25)**	**128**	**62**
People and Values Management	*10*	*-*	*(7)*		*3*	*-*	*3*	*1*
Organisational Development	*150*	*-*	*-*		*150*	*(25)*	*125*	*61*
Total Income from Continuing Operations	**283**	**51**	**47**		**381**	**(23)**	**358**	**267**
Expenses								
Strategic Management	**1,139**	**151**	**21**		**1,311**	**38**	**1,349**	**885**
Governance & Risk	**1,766**	**228**	**97**		**2,091**	**13**	**2,104**	**1,314**
Governance	*1,004*	*122*	*43*		*1,169*	*80*	*1,249*	*868*
Corporate Planning	*244*	*70*	*49*		*363*	*(36)*	*327*	*171*
Risk	*518*	*36*	*5*		*559*	*(31)*	*528*	*275*
People and Values	**763**	**159**	**(84)**		**838**	**3**	**841**	**621**
People and Values Management	*408*	*159*	*1*		*568*	*(46)*	*522*	*450*
Organisational Development	*355*	*-*	*(85)*		*270*	*49*	*319*	*171*
Total Expenses from Continuing Operations	**3,668**	**538**	**34**		**4,240**	**54**	**4,294**	**2,820**
Net operating result from all operations	**(3,385)**	**(487)**	**13**		**(3,859)**	**(77)**	**(3,936)**	**(2,553)**

Detailed Income & Expenses Budget Review Statement by Directorate

Budget Review for the quarter ended 31 March 2024
Income & Expenses - Financial and Commercial Services

($000's)	Original Budget 2023/24	Approved Changes Sep QBRS	Dec QBRS	Mar QBRS	Revised Budget 2023/24	Variations for this Mar Qtr	Notes	Projected Year End Result	Actual YTD figures
Income									
Airport Services	**333**	**25**	**89**		**447**	**80**		**527**	**362**
Airport Management	-	-	5		5	-		5	10
Airside Operations	290	25	80		395	65		460	321
Landside Operations	21	-	-		21	-		21	-
Aviation Fuel Facilities	22	-	4		26	15		41	31
Customer and Information Services	**10**	**-**	**-**		**10**	**(8)**		**2**	**2**
IT Technical Support	5	-	-		5	(5)		-	-
Customer Management	5	-	-		5	(3)		2	2
The Crossing Theatre (TCT)	**1,102**	**22**	**24**		**1,148**	**(34)**		**1,114**	**810**
TCT Management	1	5	-		6	-		6	5
TCT Cinemas & Front of House	406	25	-		431	(54)		377	290
The Crossing Café & Kitchen	300	(10)	30		320	20		340	266
TCT Events	395	2	(6)		391	-		391	249
Financial Services	**131**	**-**	**-**		**131**	**(78)**		**53**	**34**
Property Services	**516**	**(5)**	**76**		**587**	**(5)**		**582**	**486**
Property Management	397	(5)	53		445	5		450	375
Insurance Management	-	-	16		16	-		16	16
Saleyard Operations	19	-	-		19	-		19	15
Truck Wash Facilities	100	-	7		107	(10)		97	80
Swimming Pools	**276**	**(32)**	**9**		**253**	**57**		**310**	**285**
Swimming Pools Management	-	-	7		7	-		7	8
Swimming Pool Operations - Narrabri	221	(32)	1		190	46		236	213
Swimming Pool Operations - Wee Waa	29	-	-		29	5		34	32
Swimming Pool Operations - Boggabri	26	-	1		27	6		33	32
Fleet Management	**462**	**-**	**7**		**469**	**7**		**476**	**66**
Total Income from Continuing Operations	**2,830**	**10**	**205**		**3,045**	**19**		**3,064**	**2,045**
Expenses									
Airport Services	**545**	**137**	**58**		**740**	**19**		**759**	**366**
Airport Management	457	123	26		606	(6)		600	210
Airside Operations	39	11	12		62	10		72	70
Landside Operations	36	3	(9)		30	4		34	42
Aviation Fuel Facilities	13	-	29		42	11		53	44
Customer and Information Services	**1,821**	**400**	**(25)**		**2,196**	**(144)**		**2,052**	**1,297**
Customer Management	491	63	75		629	(87)		542	414
IT Technical Support	1,173	(29)	(379)		765	15		780	488
IT Corporate Network	157	365	219		741	(72)		669	381
Records Management	-	1	60		61	-		61	14
The Crossing Theatre (TCT)	**1,722**	**356**	**149**		**2,227**	**(40)**		**2,187**	**1,440**
TCT Management	736	153	39		928	(54)		874	452
TCT Cinemas & Front of House	378	36	48		462	25		487	385
The Crossing Café & Kitchen	246	139	83		468	25		493	403
TCT Events	362	28	(21)		369	(36)		333	200
Financial Services	**1,657**	**(14)**	**72**		**1,715**	**(24)**		**1,691**	**1,221**
Property Services	**2,653**	**326**	**(77)**		**2,902**	**110**		**3,012**	**1,719**
Property Management	1,741	212	(108)		1,845	60		1,905	816
Insurance Management	487	34	-		521	-		521	546
Depot Management	147	33	27		207	55		262	221
Saleyard Operations	269	47	4		320	(5)		315	130
Truck Wash Facilities	9	-	-		9	-		9	6
Swimming Pools	**1,562**	**145**	**12**		**1,719**	**150**		**1,869**	**1,247**
Swimming Pools Management	128	3	(43)		88	75		163	51
Swimming Pool Operations - Narrabri	977	103	54		1,134	118		1,252	838
Swimming Pool Operations - Wee Waa	263	4	(17)		250	(27)		223	188
Swimming Pool Operations - Boggabri	194	35	18		247	(16)		231	170
Fleet Management	**72**	**328**	**84**		**484**	**60**		**544**	**- 1,396**
Total Expenses from Continuing Operations	**10,032**	**1,678**	**273**		**11,983**	**131**		**12,114**	**5,894**
Net Operating Result from All Operations	**(7,202)**	**(1,668)**	**(68)**		**(8,938)**	**(112)**		**(9,050)**	**(3,849)**

Detailed Income & Expenses Budget Review Statement by Directorate

Income & Expenses - Planning and Sustainability

($000's)	Original Budget 2023/24	Approved Changes Sep QBRS	Dec QBRS	Mar QBRS	Revised Budget 2023/24	Variations for this Mar Qtr	Projected Year End Result	Actual YTD figures
Income								
Planning and Development	**5,025**	**35**	**64**	**-**	**5,124**	**103**	**5,227**	**1,801**
Statutory Land Use Planning	*4,852*	*35*	*59*		*4,946*	*97*	*5,043*	*1,673*
Building Surveying and Certification	*90*	*-*	*5*		*95*	*6*	*101*	*87*
Strategic Land Use Planning	*83*	*-*			*83*	*-*	*83*	*41*
Economic Development	**103**	**39**	**-**	**-**	**142**	**(49)**	**93**	**22**
Economic Development	*5*	*17*	*-*		*22*	*37*	*59*	*4*
Northern NSW Inland Port (N2IP)	*50*	*-*	*-*		*50*	*-*	*50*	*35*
Grants Administration	*48*	*-*	*-*		*48*	*(87)*	*(39)*	*(40)*
Small Business Liaison	*-*	*22*	*-*		*22*	*1*	*23*	*23*
Regulatory Enforcement	**225**	**23**	**29**	**-**	**277**	**21**	**298**	**174**
Regulatory Enforcement	*102*	*12*	*22*		*136*	*11*	*147*	*134*
Environmental Health	*28*	*-9*	*(3)*		*16*	*-*	*16*	*4*
Weeds Management		*20*	*10*		*30*	*10*	*40*	*36*
Weeds North West Action Program	*95*	*0*	*-*		*95*	*-*	*95*	*-*
Tourism & Cultural Services	**591**	**1**	**(33)**		**559**	**(132)**	**427**	**393**
Visitor Information Centre Operations	*150*	*0*	*(30)*		*120*	*(10)*	*110*	*84*
Tourism Network Management	*24*	*0*	*-*		*24*	*-*	*24*	*24*
Shire Marketing & Promotion	*94*	*1*	*-*		*95*	*-*	*95*	*95*
Event Facilitation	*67*	*0*	*(21)*		*46*	*-*	*46*	*35*
Community Development	*153*	*0*	*8*		*161*	*(123)*	*38*	*38*
Libraries Management	*103*	*0*	*10*		*113*	*1*	*114*	*114*
Communications	*-*	*0*	*-*		*-*	*-*	*-*	*3*
Total Income from Continuing Operations	**5,944**	**98**	**60**		**6,102**	**(57)**	**6,045**	**2,390**
Expenses								
Planning and Development	**1,268**	**193**	**(39)**		**1,422**	**(42)**	**1,380**	**704**
Statutory Land Use Planning	*448*	*182*	*9*		*639*	*(5)*	*634*	*343*
Building Surveying and Certification	*245*	*(79)*	*(9)*		*157*	*(17)*	*140*	*97*
Strategic Land Use Planning	*575*	*90*	*(39)*		*626*	*(20)*	*606*	*264*
Economic Development	**1,149**	**(9)**	**11**		**1,151**	**73**	**1,224**	**775**
Economic Development	*384*	*(78)*	*(21)*		*285*	*63*	*348*	*222*
Northern NSW Inland Port (N2IP)	*147*	*1*	*2*		*150*	*3*	*153*	*48*
Grants Administration	*322*	*64*	*7*		*393*	*(16)*	*377*	*299*
Small Business Liaison	*296*	*4*	*23*		*323*	*23*	*346*	*206*
Regulatory Enforcement	**816**	**132**	**68**	**-**	**1,016**	**23**	**1,039**	**748**
Regulatory Enforcement	*479*	*126*	*62*		*667*	*17*	*684*	*474*
Weeds Management	*70*	*6*	*6*		*82*	*(11)*	*71*	*36*
Weeds North West Action Program	*267*	*-*	*-*		*267*	*17*	*284*	*238*
Tourism & Cultural Services	**2,173**	**192**	**57**	**-**	**2,422**	**(4)**	**2,418**	**1,855**
Visitor Information Centre Operations	*444*	*(25)*	*(27)*		*392*	*-*	*392*	*400*
Tourism Network Management	*13*	*11*	*-*		*24*	*-*	*24*	*15*
Shire Marketing & Promotion	*130*	*12*	*-*		*142*	*-*	*142*	*111*
Event Facilitation	*142*	*(17)*	*1*		*126*	*-*	*126*	*85*
Community Development	*326*	*101*	*(3)*		*424*	*(60)*	*364*	*263*
Libraries Management	*771*	*21*	*32*		*824*	*12*	*836*	*629*
Communications	*347*	*89*	*54*		*490*	*44*	*534*	*363*
Total Expenses from Continuing Operations	**5,406**	**508**	**97**		**6,011**	**50**	**6,061**	**4,082**
Net operating result from all operations	**538**	**(410)**	**(37)**	**-**	**91**	**(107)**	**(16)**	**(1,692)**

Detailed Income & Expenses Budget Review Statement by Directorate

Budget Review for the quarter ended 31 March 2024
Income - Infrastructure Delivery

($000's)	Original Budget 2023/24	Approved Changes Sep QBRS	Dec QBRS	Mar QBRS	Revised Budget 2023/24	Variations for this Mar Qtr	Projected Year End Result	Actual YTD figures
Income								
Cemeteries	**182**	**-**	**99**		**281**	**8**	**289**	**240**
Cemeteries Management	*-*	*-*	*83*		*83*	*-*	*83*	*82*
Cemeteries Interment Services	*182*	*-*	*-*		*182*	*10*	*192*	*147*
Cemeteries Maintenance	*-*	*-*	*16*		*16*	*(2)*	*14*	*11*
Emergency Support	**450**	**30**	**41**		**521**	**41**	**562**	**313**
Emergency Service Agencies	*450*	*30*	*7*		*487*	*41*	*528*	*279*
Emergency Management		*-*	*34*		*34*		*34*	*34*
Parks & Open Spaces	**1,626**	**197**	**(135)**		**1,688**	**(244)**	**1,444**	**755**
Parks & Open Spaces Management	*16*	*104*	*105*		*225*	*106*	*331*	*394*
Open Space Maintenance	*200*	*-*	*(200)*		*-*	*-*	*-*	*-*
Sporting Facilities	*1,410*	*93*	*(160)*		*1,343*	*(350)*	*993*	*241*
Recreational Parks	*-*		*120*		*120*	*-*	*120*	*120*
Projects & Assets	**188**	**(15)**	**(40)**		**133**	**(121)**	**12**	**7**
Design & Investigation Services	*65*	*(15)*	*(40)*		*10*	*(8)*	*2*	*-*
Projects & Assets	*123*	*-*	*-*		*123*	*(113)*	*10*	*7*
Sewerage Services	**4,157**	**878**	**(173)**		**4,862**	**536**	**5,398**	**5,183**
Sewerage Management	*299*	*163*	*-*		*462*	*315*	*777*	*626*
Boggabri Sewerage Operations	*412*	*321*	*(321)*		*412*	*321*	*733*	*720*
Narrabri Sewerage Operations	*2,662*	*29*	*512*		*3,203*	*(92)*	*3,111*	*3,071*
Wee Waa Sewerage Operations	*784*	*365*	*(364)*		*785*	*(8)*	*777*	*766*
Solid Waste Management Services	**5,652**	**(7)**	**212**		**5,857**	**(378)**	**5,479**	**5,595**
Urban Waste Management	*2,228*	*(121)*	*-*		*2,107*	*-*	*2,107*	*2,101*
Narrabri Waste Depot	*3,043*	*115*	*212*		*3,370*	*(377)*	*2,993*	*3,115*
Rural Waste (incl Transfer Stations)	*381*	*(1)*	*-*		*380*	*(1)*	*379*	*379*
Roads & Ancillary Services	**26,215**	**4,796**	**3,431**		**34,442**	**3,116**	**37,558**	**19,788**
Roads Management	*13*	*-*	*2,185*		*2,198*	*-*	*2,198*	*1,777*
State Highway Maintenance Contract	*773*	*-*	*2,227*		*3,000*	*300*	*3,300*	*3,054*
Regional Roads Maintenance	*5,657*	*-*	*-*		*5,657*	*-*	*5,657*	*2,042*
Shire Roads Maintenance	*12,273*	*4,796*	*669*		*17,738*	*1,324*	*19,062*	*8,397*
Bridges Maintenance	*917*	*-*	*1,114*		*2,031*	*1,938*	*3,969*	*3,968*
Town Streets Maintenance	*2,961*	*-*	*(2,790)*		*171*	*5*	*176*	*72*
Footpaths	*616*	*-*	*-*		*616*	*-*	*616*	*-*
Kerb & Guttering	*905*	*-*	*-*		*905*	*(475)*	*430*	*430*
Quarries	*2,100*	*-*	*-*		*2,100*	*-*	*2,100*	*-*
Roads Private Works	*-*	*-*	*26*		*26*	*24*	*50*	*48*
Water Services	**5,190**	**1,588**	**(1,167)**		**5,611**	**151**	**5,762**	**4,675**
Water Management	*1,273*	*266*	*160*		*1,699*	*161*	*1,860*	*1,171*
Baan Baa Water Operations	*34*	*5*	*(1)*		*38*	*5*	*43*	*38*
Bellata Water Operations	*56*	*5*	*1*		*62*	*10*	*72*	*70*
Boggabri Water Operations	*591*	*5*	*(42)*		*554*	*(25)*	*529*	*474*
Gwabegar Water Operations	*37*	*2*	*-*		*39*	*(3)*	*36*	*33*
Narrabri Water Operations	*2,495*	*1,299*	*(1,248)*		*2,546*	*20*	*2,566*	*2,279*
Pilliga Water Operations	*57*	*3*	*(1)*		*59*	*(1)*	*58*	*56*
Wee Waa Water Operations	*647*	*3*	*(36)*		*614*	*(16)*	*598*	*554*
Total Income from Continuing Operations	**43,660**	**7,467**	**2,268**		**53,395**	**3,109**	**56,504**	**36,556**

Detailed Income & Expenses Budget Review Statement by Directorate

Budget Review for the quarter ended 31 March 2024
Expenses - Infrastructure Delivery

($000's)	Original Budget 2023/24	Approved Changes Sep QBRS	Dec QBRS	Mar QBRS	Revised Budget 2023/24	Variations for this Mar Qtr	Projected Year End Result	Actual YTD figures
Expenses								
Cemeteries	**455**	**11**	**23**		**489**	**21**	**510**	**323**
Cemeteries Management	*84*	*4*	*3*		*91*	*-*	*91*	*47*
Cemeteries Interment Services	*66*	*7*	*19*		*92*	*29*	*121*	*96*
Cemeteries Maintenance	*305*	*-*	*1*		*306*	*(8)*	*298*	*180*
Emergency Support	**1,245**	**240**	**46**		**1,531**	**35**	**1,566**	**836**
Emergency Service Agencies	*1,126*	*(17)*	*46*		*1,155*	*(140)*	*1,015*	*757*
Emergency Management	*119*	*257*	*-*		*376*	*175*	*551*	*79*
Parks & Open Spaces	**3,185**	**298**	**153**		**3,636**	**188**	**3,824**	**2,385**
Parks & Open Spaces Management	*870*	*74*	*73*		*1,017*	*17*	*1,034*	*614*
Open Space Maintenance	*865*	*142*	*(4)*		*1,003*	*50*	*1,053*	*563*
Sporting Facilities	*377*	*4*	*68*		*449*	*66*	*515*	*372*
Recreational Parks	*312*	*58*	*4*		*374*	*11*	*385*	*273*
Public Waste / Litter Control	*82*	*13*	*-*		*95*	*2*	*97*	*69*
Street Trees Program	*155*	*-*	*-*		*155*	*6*	*161*	*99*
Public Amenities & Monument Maintenance	*375*	*4*	*2*		*381*	*18*	*399*	*284*
Central Business District Maintenance	*149*	*3*	*10*		*162*	*18*	*180*	*111*
Projects & Assets	**1,229**	**32**	**24**		**1,285**	**(114)**	**1,171**	**780**
Design & Investigation Services	*443*	*70*	*(52)*		*461*	*29*	*490*	*256*
Projects & Assets	*786*	*(38)*	*76*		*824*	*(143)*	*681*	*524*
Sewerage Services	**3,982**	**520**	**3**		**4,505**	**(15)**	**4,490**	**1,974**
Sewerage Management	*246*	*95*	*50*		*391*	*(12)*	*379*	*148*
Boggabri Sewerage Operations	*675*	*21*	*2*		*698*	*14*	*712*	*370*
Narrabri Sewerage Operations	*2,165*	*340*	*(49)*		*2,456*	*(21)*	*2,435*	*1,145*
Wee Waa Sewerage Operations	*896*	*64*	*-*		*960*	*4*	*964*	*311*
Solid Waste Management Services	**4,598**	**43**	**(27)**		**4,614**	**(48)**	**4,566**	**3,071**
Urban Waste Management	*1,522*	*2*	*3*		*1,527*	*-*	*1,527*	*790*
Narrabri Waste Depot	*2,098*	*24*	*(46)*		*2,076*	*(21)*	*2,055*	*1,679*
Rural Waste (incl Transfer Stations)	*978*	*17*	*16*		*1,011*	*(27)*	*984*	*602*
Roads & Ancillary Services	**16,238**	**1,085**	**943**		**18,266**	**1,619**	**19,885**	**10,813**
Roads Management	*6,365*	*468*	*180*		*7,013*	*55*	*7,068*	*2,755*
State Highway Maintenance Contract	*773*	*440*	*140*		*1,353*	*970*	*2,323*	*1,258*
Regional Roads Maintenance	*543*	*-*	*(30)*		*513*	*-*	*513*	*354*
Shire Roads Maintenance	*3,711*	*89*	*642*		*4,442*	*576*	*5,018*	*4,225*
Bridges Maintenance	*770*	*(48)*	*-*		*722*	*-*	*722*	*3*
Town Streets Maintenance	*1,192*	*30*	*-*		*1,222*	*4*	*1,226*	*1,123*
Footpaths	*219*	*15*	*-*		*234*	*-*	*234*	*20*
Kerb & Guttering	*525*	*37*	*-*		*562*	*-*	*562*	*42*
Stormwater Management	*291*	*13*	*-*		*304*	*-*	*304*	*-*
Quarries	*1,849*	*20*	*-*		*1,869*	*-*	*1,869*	*996*
Roads Private Works	*-*	*21*	*11*		*32*	*14*	*46*	*37*
Water Services	**4,530**	**724**	**168**		**5,422**	**368**	**5,790**	**3,475**
Water Management	*514*	*187*	*21*		*722*	*-*	*722*	*675*
Baan Baa Water Operations	*87*	*30*	*41*		*158*	*9*	*167*	*89*
Bellata Water Operations	*87*	*29*	*5*		*121*	*7*	*128*	*73*
Boggabri Water Operations	*574*	*78*	*60*		*712*	*54*	*766*	*401*
Gwabegar Water Operations	*74*	*11*	*4*		*89*	*1*	*90*	*40*
Narrabri Water Operations	*2,441*	*293*	*13*		*2,747*	*166*	*2,913*	*1,606*
Pilliga Water Operations	*80*	*15*	*5*		*100*	*2*	*102*	*50*
Wee Waa Water Operations	*673*	*81*	*19*		*773*	*129*	*902*	*541*
Total Expenses from Continuing Operations	**35,462**	**2,953**	**1,333**		**39,748**	**2,054**	**41,802**	**23,657**
Net operating result from all operations	**(1,853)**	**(11)**	**(12)**		**(1,876)**	**(3,958)**	**(1,851)**	**(958)**

Capital Budget Review Statement

Budget Review for the quarter ended 31 March 2024
Capital Expenditure by Activity - Council Consolidated

($000's)	Original Budget 2023/24	Approved changes: Carry forwards	Sep QBRS	Dec QBRS	Mar QBRS	Revised Budget 2023/24	Variations for this Mar Qtr	Projected Year End Result	Actual YTD Figures
Capital Expenditure									
Airport	210	-	-	-		210	-	210	93
Cemeteries	100	40	32	80		252	(20)	232	32
Economic Development	-	-	-	-		-	-	-	
Fleet Management	3,700	-	-	-		3,700	240	3,940	2,382
Customer and Information Services	363	-	-	-		363	-	363	70
Parks & Open Spaces	4,829	483	(150)	354		5,516	(2,319)	3,197	384
Planning & Environment	25	-	-	-		25	-	25	-
Projects & Assets	50	-	-	-		50	20	70	-
Property Services	4,028	663	(1,065)	(1,058)		2,626	(837)	1,789	655
Regulatory Compliance	40	205	(25)	8		228	19	247	247
Sewerage Services	243	586	150	(223)		756	(84)	672	248
Solid Waste Management	875	747	100	(740)		982	-	982	263
Swimming Pools	220	64	(1)	(1)		282	(17)	265	79
Tourism & Cultural Services	194	62	125	-		381	(150)	231	3
The Crossing Theatre	710	-	40	-		750	(490)	260	57
Roads & Ancillary Services	30,167	2,877	(377)	(7,306)		25,361	433	25,794	9,856
Water Supplies	525	1,451	(35)	-		1,941	111	2,052	126
Loan Repayments (Principal) - General	780	-	-	-		780	-	780	309
Total capital expenditure	**47,059**	**7,178**	**(1,206)**	**(8,886)**		**44,203**	**(3,094)**	**41,109**	**14,804**

Budget Review for the quarter ended 31 March 2024

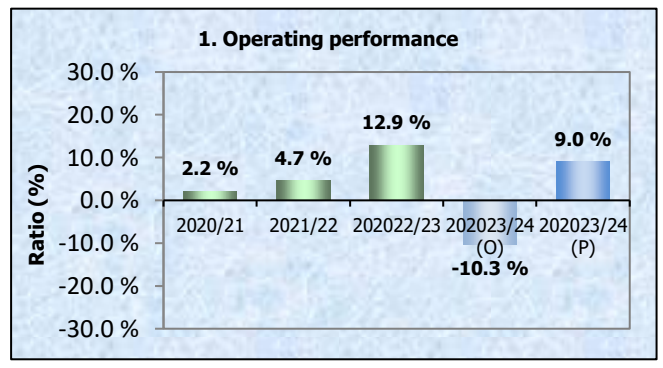
Capital Budget - Council Consolidated

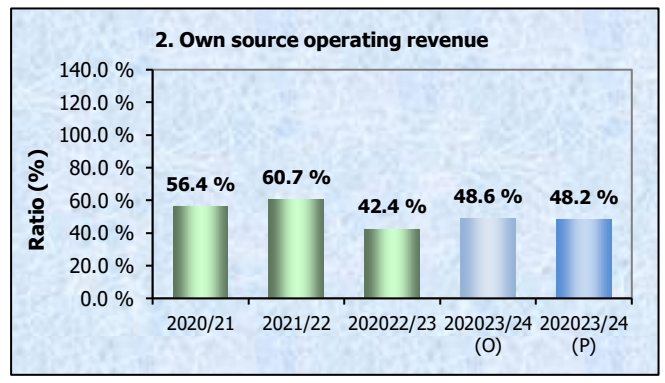
($000's)	Original Budget	Approved changes: Carry forwards	Sep QBRS	Dec QBRS	Mar QBRS	Revised Budget	Variations for this Mar Qtr	Projected Year End Result	Actual YTD Figures
Capital Expenditure									
New Assets									
- Plant & Equipment	790	-	-	-		790	499	1,289	114
- Land & Buildings	2,029	579	370	(1,240)		1,788	(670)	1,118	262
- Roads, Bridges, Footpaths	2,794	164	-	(72)		2,886	(305)	2,581	79
- Water & Sewerage Assets	200	350	(24)	(105)		421	-	421	-
- Other	4,061	545	(234)	(50)		4,322	(2,302)	2,020	244
Renewal Assets (Replacement)						-			
- Plant & Equipment	4,405	22	48	(21)		4,454	(27)	4,427	2,490
- Land & Buildings	2,104	331	(1,050)	25		1,418	(311)	1,107	732
- Roads, Bridges, Footpaths	28,073	2,714	(353)	(7,504)		22,930	117	23,047	9,785
- Water & Sewerage Assets	568	1,687	(225)	(118)		1,912	(78)	1,834	240
- Other	1,255	786	262	199		2,502	(17)	2,485	549
Loan Repayments (Principal) - General	780	-	-	-		780	-	780	309
Total Capital Expenditure	**47,059**	**7,178**	**(1,206)**	**(8,886)**		**44,203**	**(3,094)**	**41,109**	**14,804**
Capital Funding									
Rates & other untied funding	781	-	-	-		781	420	1,201	309
Capital grants & contributions	24,405	2,251	(1,981)	(7,578)		17,097	(1,058)	16,039	7,240
Reserves:									
- External resrtictions/reserves	14,088	2,947	1,686	(1,150)		17,571	(2,763)	14,808	3,811
- Internal restrictions/reserves	6,885	1,780	(711)	(158)		7,854	307	8,161	3,444
New loans	-	200	(200)	-		-	-	-	-
Receipts from sale of assets									
- Plant & equipment	900		-	-		900	-	900	
Total capital funding	**47,059**	**7,178**	**(1,206)**	**(8,886)**		**44,203**	**(3,094)**	**41,109**	**14,804**
Net capital funding - surplus/(deficit)	**-**	**-**	**-**	**-**		**-**	**-**	**-**	**-**

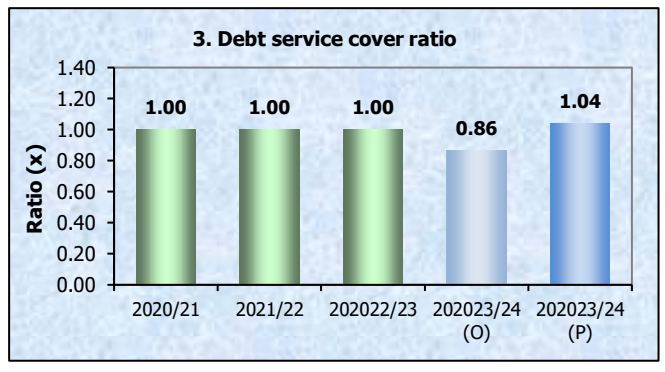
Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget Review for the quarter ended 31 March 2024

($000's)	Current Projection Amounts 2023/24	Current Projection Indicator 2023/24	Original Budget 2023/24	Actuals 2022/23
NSW local government industry key performance indicators (OLG):				
1. Operating performance				
Operating revenue (excl. capital) - operating expenses / Operating revenue (excl. capital grants & contributions)	5724 / 63797	9.0 %	-10.3 %	12.9 %
This ratio measures Council's achievement of containing operating expenditure within operating revenue.				
2. Own source operating revenue				
Operating revenue (excl. ALL grants & contributions) / Total Operating revenue (incl. capital grants & cont)	41037 / 85106	48.2 %	48.6 %	42.4 %
This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.				
3. Debt service cover ratio				
Operating result before interest & dep. exp (EBITDA) / Principal repayments + borrowing interest costs	13790 / 13243	1.04	0.86	1.00
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.				







Cash & Investments Budget Review Statement

Budget Review for the quarter ended 31 March 2024
Cash & Investments - Council Consolidated
Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:	**64,005**
Cash at Bank (as per bank statements)	**1,505**
Investments On Hand	**64,500**
Reconciled Cash at Bank and Investments	**66,005**

Contracts Budget Review Statement

Budget Review for the quarter ended 31 March 2024
Part A - Contracts listing - contracts entered into during the quarter

Contractor	Contract detail & purpose		Contract value	Start date	Duration of contract	Budgeted (Y/N)	Notes
Daracon Group	2023-24-04	Shared Path Infrastructure Boggabri	959,840	29-02-24	5 months	Y	

Notes:

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

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (actual dollars)	Bugeted (Y/N)
Consultants	53,460	Y
Legal Fees	37,850	Y

Definition of a consultant:

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

16.2 MONTHLY FINANCIAL REPORT - APRIL 2024

Responsible Officer: **Ted Harrington, Director Financial and Commercial Services**

Author: **Luke Meppem, Manager Financial Services**

Attachments:
1. **Income Statement April 2024**
2. **Statement of Financial Position April 2024**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader 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 receive and note the Monthly Financial reports for April 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 April 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

Income Statement

The Income Statement to 30 April 2024 shows a Net Operating Surplus of $16.290m before grants and contributions for capital purposes, however this figure does not include depreciation of approximately $10.855m which has yet to be brought to account due to the delays in finalisation of the 2022/2023 financial year audit.

Operational and capital grants remain lower than anticipated to 30 April, however there is confidence of receipt prior to 30 June 2024.

Year-to-date costs for employee benefits & on-costs remain slightly lower than adopted budget expectations, but with current recruitment measures in place, we are seeing increased staff numbers equating to higher costs but still within budgeted range. Material and services costs have aligned with the adopted budget, and the completion of the 2022/2023 financial audit will see the assets and associated depreciation figures as noted above being reimplemented and available in future financial reports.

Statement of Financial Position

As discussed in the Investment Report, Council continues to benefit from its portfolio of cash, with over $60m invested in accordance with the Investment Policy, reaping higher interest yields from the portfolio. The majority of the funds invested are tied to either grants received, earmarked for capital projects, or operational requirements, leaving little in the way of discretionary funds, despite the healthy cash financial position.

Council's external debt financing stands at less than $3m, with two (2) loans due to be finalised by the end of the financial year, leaving two (2) external loans to be paid out by the end of June 2032 based on current profiling.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

External Consultation

- Nil.

Internal Consultation

- Executive Management.
- Manager Financial Services.

Narrabri Shire Council

Income Statement

for the period from 01/07/23 to 30/04/24

	Actual 01/07/23 to 30/04/24 $ '000	Current Budget 01/07/23 to 30/06/24 $ '000
Income from continuing operations		
Rates and annual charges	**23,675**	24,071
User charges and fees	**9,125**	9,901
Other revenues	**2,494**	2,938
Grants and contributions provided for operating purposes	**10,554**	21,786
Grants and contributions provided for capital purposes	**6,230**	20,052
Interest and investment income	**2,866**	2,520
Other income	**122**	195
Total income from continuing operations	**55,066**	**81,634**
Expenses from continuing operations		
Employee benefits and on-costs	**13,198**	19,552
Materials and services	**18,403**	21,952
Borrowing costs	**72**	250
Depreciation, amortisation and impairment of non-financial assets	**–**	13,026
Other expenses	**873**	1,145
Net loss from the disposal of assets	**–**	–
Total expenses from continuing operations	**32,546**	**55,925**
Operating result from continuing operations	**22,520**	**25,709**
Net operating result for the year attributable to Council	**22,520**	**25,709**
Net operating result for the year before grants and contributions provided for capital purposes	**16,290**	5,657

Narrabri Shire Council

Statement of Financial Position

as at 30/04/24

	Actual as at 30/04/24 $ '000
ASSETS	
Current assets	
Cash and cash equivalents	288
Investments	61,250
Receivables	8,338
Inventories	6,420
Contract assets and contract cost assets	6,147
Other	237
Total current assets	**82,680**
Non-current assets	
Infrastructure, property, plant and equipment (IPPE)	613,552
Intangible assets	536
Investments accounted for using the equity method	256
Total non-current assets	**614,344**
Total assets	**697,024**
LIABILITIES	
Current liabilities	
Payables	1,460
Contract liabilities	9,213
Borrowings	440
Employee benefit provisions	560
Provisions	78
Total current liabilities	**11,751**
Non-current liabilities	
Payables	–
Borrowings	2,357
Employee benefit provisions	231
Provisions	2,109
Total non-current liabilities	**4,697**
Total liabilities	**16,448**
Net assets	**680,576**
EQUITY	
Accumulated surplus	297,332
IPPE revaluation reserve	383,244
Council equity interest	**680,576**
Total equity	**680,576**

16.3 INVESTMENT REPORT - APRIL 2024

Responsible Officer: **Ted Harrington, Director Financial and Commercial Services**

Author: **Kathleen Wales, Finance Coordinator**

Attachments: **None**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader 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:

- ιδδοτ; Three (3) investments matured, totalling $6 million; and
- ιδδοτ; Three (3) investments were placed, totalling $4 million.

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

RECOMMENDATION

1. **That Council receive and note the Investment Report for April 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 April 2024.

Investments maturing during the month:

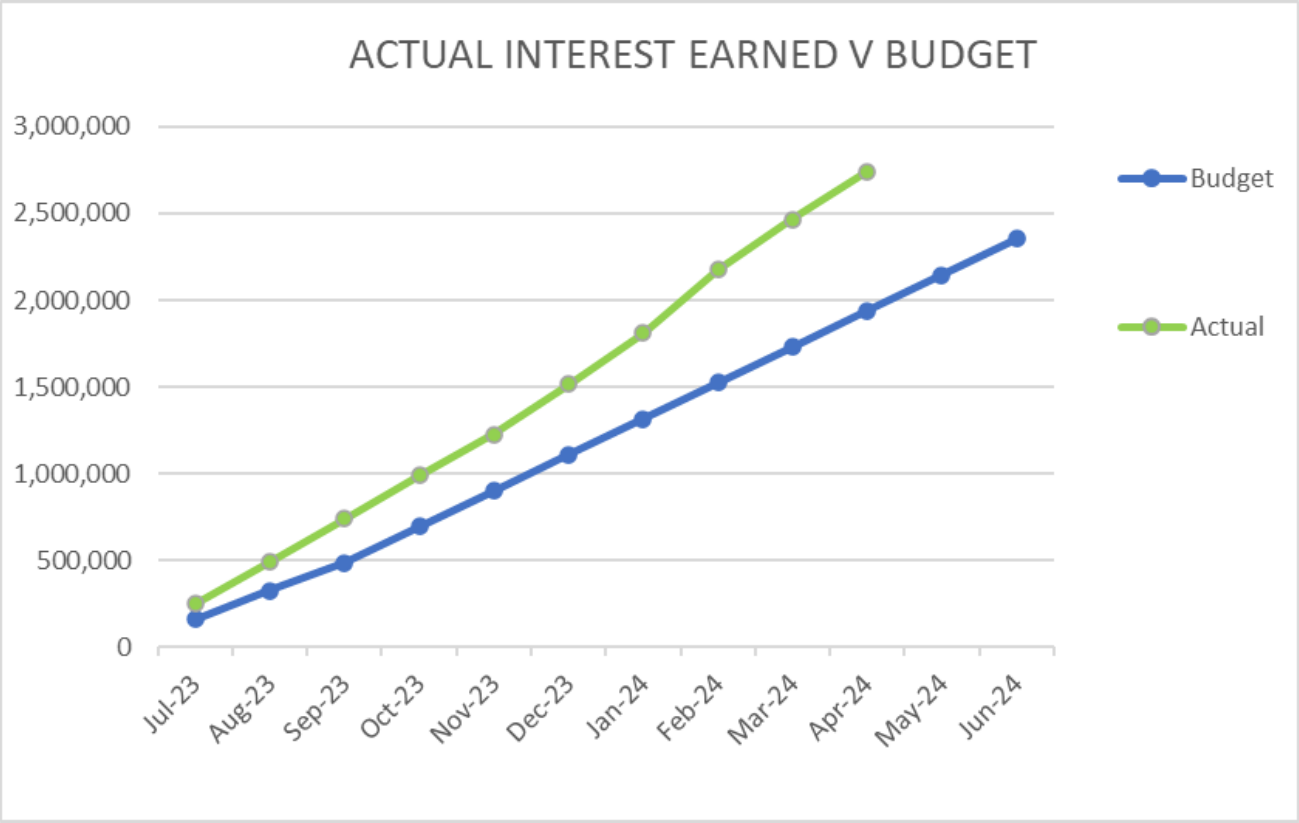
- 03/04/24 Great Southern $2,000,000 280 days @ 5.52%
- 10/04/24 BOQ $1,000,000 364 days @ 4.73%
- 17/04/24 AMP $3,000,000 294 days @ 5.55%

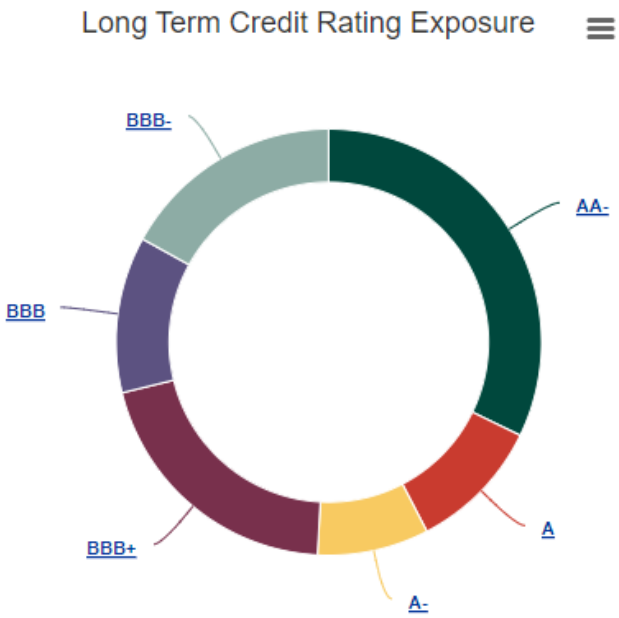
New Investments secured during the month:

- 03/04/24 Great Southern $2,000,000 366 days @ 5.09%

- 10/04/24 Judo $1,000,000 182 days @ 5.15%
- 17/04/24 BOQ $1,000,000 182 days @ 5.05%

	Market Value ($)	Term (days)	Rate	Maturity Date	% of Portfolio
Short Term Deposits (<1 yr)	**60,000,000.00**				**96.15%**
AMP	3,000,000.00	364	5.05%	08/05/24	**4.81%**
AMP	1,000,000.00	364	5.10%	15/05/24	**1.60%**
NAB	1,000,000.00	273	5.13%	29/05/24	**1.60%**
Judo	2,000,000.00	181	5.40%	29/05/24	**3.21%**
P&N Bank	1,000,000.00	364	5.55%	12/06/24	**1.60%**
NAB	1,000,000.00	266	5.13%	12/06/24	**1.60%**
NAB	4,000,000.00	182	5.08%	19/06/24	**6.41%**
Judo	2,000,000.00	364	5.75%	26/06/24	**3.21%**
Judo	2,000,000.00	371	5.75%	03/07/24	**3.21%**
NAB	1,000,000.00	182	5.08%	10/07/24	**1.60%**
NAB	1,000,000.00	336	5.13%	17/07/24	**1.60%**
Judo	3,000,000.00	230	5.40%	17/07/24	**4.81%**
NAB	1,000,000.00	329	5.13%	31/07/24	**1.60%**
NAB	1,000,000.00	308	5.15%	07/08/24	**1.60%**
NAB	1,000,000.00	364	5.18%	14/08/24	**1.60%**
NAB	2,000,000.00	364	5.18%	28/08/24	**3.21%**
Beyond Bank	2,000,000.00	364	5.25%	04/09/24	**3.21%**
NAB	1,000,000.00	364	5.23%	18/09/24	**1.60%**
BOQ	1,000,000.00	294	5.35%	18/09/24	**1.60%**
NAB	1,000,000.00	322	5.28%	02/10/24	**1.60%**
Judo	1,000,000.00	182	5.15%	09/10/24	**1.60%**
BOQ	1,000,000.00	182	5.05%	16/10/24	**1.60%**
BOQ	1,000,000.00	329	5.33%	16/10/24	**1.60%**
BOQ	2,000,000.00	238	5.10%	13/11/24	**3.21%**
Defence Bank	2,000,000.00	362	5.50%	27/11/24	**3.21%**
Defence Bank	2,000,000.00	364	5.40%	11/12/24	**3.21%**
NAB	2,000,000.00	364	5.04%	08/01/25	**3.21%**
NAB	2,000,000.00	364	5.08%	15/01/25	**3.21%**
Regional Australia Bank	1,000,000.00	364	5.20%	22/01/25	**1.60%**
Australian Unity	2,000,000.00	372	5.15%	05/02/25	**3.21%**
ING	4,000,000.00	364	5.08%	26/02/25	**6.41%**
MyStateBank	2,000,000.00	366	5.15%	05/03/25	**3.21%**
MyStateBank	2,000,000.00	364	5.10%	05/03/25	**3.21%**
ING	2,000,000.00	364	5.14%	12/03/25	**3.21%**
Great Southern	2,000,000.00	364	5.09%	02/04/25	**3.21%**
Cash Deposits	**2,401,216.69**				**3.85%**
NAB At Call A/c	1,250,000.00	At Call	4.50%	n/a	2.00%
NAB Working A/c	1,151,216.69	At Call	4.10%	n/a	1.84%
Total Cash & Investments	**62,401,216.69**				**100.00%**





Investment Rate Summary for April 2024

Average Interest Rate on Investments:	5.21%
Weighted Average Interest Rate on Investments	5.21%

Council's Benchmarks

Bank Bill Swap Rate (BBSW) 90-day index (01/05/2024)	4.40%
Average 11am Cash Rate	4.35%

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 were the largest payments for the month of April 2024.

Reported interest income for the period 1 July 2023 to 30 April 2024 is $2.743M. 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.
- Manager Financial Services

16.4 APPLICATION FOR CONCESSIONAL USE OF THE CROSSING THEATRE - THE COMPASSIONATE FRIENDS NSW - NARRABRI

Responsible Officer: **Ted Harrington, Director Financial and Commercial Services**

Author: **Ricky Mason, Venue Manager**

Attachments:
1. **Concessional Use Application (Confidential)**
2. **Compassionate Friends Quote (Confidential)**
3. **Fees and Charges 2023/2024**
4. **The Crossing Theatre Concessional Use Policy**

STRATEGIC LINK

1 Society - An Empowered, Inclusive and connected community

Objective 1.1 A safe and healthy community

Strategy 1.1.1 Support, encourage and enhance health and wellbeing services and programs 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 Compassionate Friends NSW- 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 5 April 2024, Council received an application for concessional use of The Crossing Theatre from The Compassionate Friends NSW- Narrabri **(Attachment 1)**.

The event offers grief support to people who have lost a child, grandchild, or sibling. It raises awareness of grief issues, and how to look after themselves and those around them.

Assessment Criteria in Accordance with The Crossing Theatre Concessional Use Policy

Entity: The Compassionate Friends NSW- Narrabri

ABN Number: 71406294167

Type of Organisation: Registered Charity

Date of Application: 5 April 2024

Date(s) of Event or Activity: 31 August 2024

Event or Activity: Compassionate Friends Support Group

CSP Alignment: 1.1.1 Support, encourage and enhance health and wellbeing services and programs across the Shire

Additional Eligibility:

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**
Fee Type	Cost (inc. GST) ($)	Cost (inc. GST) ($)
Room Hire	260.00	260.00
Equipment hire	155.50	155.50
Other resources	Nil	Nil
Total Hire Costs	**415.50**	**415.50**
Less: Concessional Discount (50%)	Nil	(130.00)
Catering	1,257.50	1,257.50
Staffing	Nil	Nil
Total	**$1,673.00**	**$1,543.00**

Total Cost to Council from application of Concessional Rate: **$130.00**

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.

THE CROSSING THEATRE

Name	Year 22/23 Last YR Fee (incl. GST)	Year 23/24 GST	Year 23/24 Fee (incl. GST)	Increase %	Increase $	Unit	Description
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 GST	Year 23/24 Fee (incl. GST)	Increase %	Increase $	Unit	Description
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 Last YR Fee (incl. GST)	Year 23/24 GST	Year 23/24 Fee (incl. GST)	Increase %	Increase $	Unit	Description
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 Last YR Fee (incl. GST)	Year 23/24 GST	Year 23/24 Fee (incl. GST)	Increase %	Increase $	Unit	Description
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

17.1 INFRASTRUCTURE DELIVERY STATUS REPORT - APRIL 2024

Responsible Officer: **Eloise Chaplain, Director Infrastructure Delivery**

Author: **Eloise Chaplain, Director Infrastructure Delivery**

Attachments: **1. Infrastructure Delivery Status Report April 2024**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader 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 April 2024.**

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 April 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.

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

- Nil.

Internal Consultation

- Infrastructure Delivery Managers.
- Financial Services.

Infrastructure Delivery Status Report – April

For weekly updates see Infrastructure Delivery Update | NSC (nsw.gov.au)

Roads Maintenance

Please see below Maintenance activities completed in April and plan for May.

Grading	
Completed April	**Plan Next Month**
MR072 Kamilaroi Highway	SR046 Doreen Lane
MR127 Pilliga Road	MR072 Kamilaroi Highway
MR127 Wee Waa Road	MR127 Pilliga Road
MR343 Kamilaroi Highway	MR357 Rangari Road
SH017 Newell Highway	SR004 Spring Plains Road
SR007 Couradda Road	SR007 Couradda Road
SR009 Bald Hill Road	SR016 Browns Lane
SR011 Harparary Road	SR017 Old Narrabri Road
SR016 Browns Lane	SR019 Maules Creek Road
SR020 Blairmore Road	SR029 Yarrie Lake Road
SR029 Yarrie Lake Road	SR030 Culgoora Road
SR039 Gwabegar Road	SR035 CISRO Road
SR045 Nowley Road	SR045 Nowley Road
SR046 Doreen Lane	SR162 Yarranabee Road
SR057 Mayfield Road	SR220 Fairview Road
SR061 Turrawan Road	
SR163 Delwood Road	

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, Doreen Lane Rehab. Culgoora Road corner realignment and Old Narrabri Road Upgrade are nearing completion.

Shared path in Boggabri is continuing.

Tender awarded and construction commenced for Yarrie Lake to Pilliga Road Freight Link Stage 1 – Woomera Creek Road.

Kerb and Gutter program, and Selina Guest shared path has closed and are currently being assessed.

Tibbereena Street path and car park has commenced and is progressing well.

Parks and Open Space Maintenance

Completed April	Plan Next Month
Narrabri Netball Court surface painting	Narrabri Netball Courts surface completed
Wee Waa Multi Sport project commencement	Dangar Park irrigation installed, electrical works to be completed
Tenders closed for Dangar Park Grandstand	Storage shed frame for Narrabri Netball Courts installed
Narrabri sports field lighting tender closed	Dangar Park rugby field perimeter fence completed
Dangar Park Wee Waa installation of pump and tank	Cooma Oval canteen door replaced

Other matters arising:

- Nil

Water/ Sewer Maintenance

Projects and Operations delivered in April	Project and Operations planned for Next Month
Water Main renewal project continuing Narrabri Fitzroy Street is being undertaken first.	Water main renewal in Fitzroy Street
Stair Design by GHD in progress.	RFQ for Selina St reservoir access stairs to be released
Section 60 approval from DPE is pending prior to the award of drum screen project	Water main air scouring in Wee Waa and Gwabegar
Hydrant and Stop Valve maintenance is now in Boggabri and Baan Baa	Hydrant and Stop valve maintenance completed across the shire, now hydrant surround replacement is being undertaken
Trility are undertaking chlorine dosing maintenance and all water delivery sites as part of a major scheduled maintenance.	
Facility upgrade continuing at Narrabri STP	Facility upgrade continuing at Narrabri STP
Bulk water filling stations ordered and installation currently out to procurement via vendor panel	Bulk water filling station installation in Narrabri
Review plan for MI Water app and Aqaulis integration to tech one has been received and being reviewed	Review plan for MI Water app and Aqaulis integration to tech one has been received and being reviewed

Other matters arising:

17.2 REGULATION AMENDMENT TO PROTECT THE EMPLOYMENT OF WASTE WORKERS

Responsible Officer: **Eloise Chaplain, Director Infrastructure Delivery**

Author: **Michael Davis, Manager Waste Services**

Attachments:
1. **OLG Circular to Councils**
2. **Arthur Moses Advice to Local Government NSW**
3. **Mayoral Minute Template**
4. **Letter to Minister Template**
5. **NIRW Letter to Minister**

STRATEGIC LINK

2 Environment - A sustainable and compatible natural and built environment

Objective 2.3 A resilient and sustainable environment

Strategy 2.3.4 Responsibly manage waste disposal and support the transition to a circular waste economy

EXECUTIVE SUMMARY

This report provides an overview of recent changes to NSW waste tendering regulations and highlights associated deficiencies along with a recommended course of action.

RECOMMENDATION

1. **That Council receive and note the letter to The Hon. Ron Hoeing MP by the Northern Inland Regional Waste group.**
2. **That Council writes to the Minister for Industrial Relations (NSW), Minister for Local Government (NSW), and Member for Barwon Roy Butler MP:**
   a. **Expressing serious concerns about the recent amendment to the *Local Government (General) Regulation 2021* (NSW) made by the *Local Government (General) Amendment (Tendering) Regulation (No 2) 2023* (NSW) on December 2023, as highlighted legal advice provided to Local Government NSW by Arthur Moses SC dated 26 February 2024, and**
   b. **Call on the NSW Government to reconsider the amendments as a matter of urgency and to engage in proper consultation with all relevant stakeholders on an appropriate way forward.**

BACKGROUND

On 15 December 2023 Council was notified by Office of Local Government (NSW) **(Attachment 1)** of an amendment to the *Local Government (General) Regulation 2021* (NSW) (the Regulation) with the premise to strengthen employment protections where councils tender for a domestic or other waste management service. A summary of the amendments is provided herewith:

- Section 173 of the Regulation was amended to require tender submissions for the performance of domestic or other waste management services to contain an undertaking that the tender will ensure that current employees are offered employment on the following basis:
    - On at least the same terms as the individual's current employment.
    - The employment will be taken to be a continuation of the individual's current employment with no loss of entitlements, and
    - The tender will pay an annual increase in the individual's base rate pay in accordance with the applicable industrial instrument or Local Government (State) Award.

- Section 177 of the Regulation was amended to ensure that tender submissions cannot be considered by council unless they contain the required undertaking.
- Section 170 of the Regulation has been amended to require tender proposed documents to provide details of the employees who currently provide the service and the term on which they are employed (if available to council and subject to privacy of the individual).
- Section 178 (1A) of the Regulation has been amended to provide that a council must not accept a tender submission for a proposed contract with union consultation and the union satisfied that appropriate industrial arrangement is in place.
- Section 173(6) of the Regulation provides that an individual may take action to enforce the undertaking as if the undertaking were a contract between the tender and the individual.

Key points within the OLG circular include:

- The Regulation defines "domestic or other waste management services" as "the storage, treatment, processing, collecting, removal, disposal, destruction, sorting or recycling of domestic waste and other waste."
- The new requirements also apply in circumstances where the services which are the subject of a tender are currently provided in-house by council employees and the council is proposing to outsource the provision of the service.

CURRENT SITUATION

Local Government NSW obtained legal advice from Arthur Moses SC (**Attachment 2**) which highlights the many problems with the amended Regulations. Arthur Moses SC has given permission for this advice to be shared publicly.

The Senior Counsel's opinion is that: "*the amended Regulations are ambiguous, unworkable and able to produce adverse consequences for councils, tenders, employees, ratepayers, and the general public…".*

In response to the opinion, LGNSW and Legal Team have drafted two templates which are enclosed for the information of Council at **Attachments 3** and **4.** The intent of these documents is to facilitate councils and Regional Waste Groups assisting LGNSW in amplifying their advocacy on the changes to the Regulation and has encouraged Council/Mayors to act given the significance of these changes.

Both templates highlight the legal opinion of Arthur Moses (Senior Counsel) (summarised at paragraph 45), taken together the amended Regulation:

Are internally inconsistent and poorly drafted.

Undermine relations between incumbents and their employees.

Affect a far broader range of services and service providers than may have been intended.

Are unworkable in their application to service providers and employees who provide services to multiple clients.

Substantially advantage incumbents and reduce competition in the market for waste services, with flow on adverse cost and service quality consequences for councils, their ratepayers and broader community; and

Provide unions with a broad and unreviewable veto power in respect of waste management arrangements, preventing or protecting tender processes with flow on adverse competition, cost, and service quality consequences.

The Northern Inland Regional Waste (NIRW) group, on behalf of its member councils (Including Narrabri Shire Council) has drafted a response letter to the Minister for Local Government, The Hon. Ron Hoeing MP to raise serious concerns about the recent amendment to the *Local Government (General) Regulation 2021* (No 2) 2023 (NSW) ("Waste Tendering Regulation") on 15 December 2023. A copy is enclosed at **Attachment 5** for the information of Council**.**

NIRW has advised that it agrees with the legal opinion provided by LGNSW and provides the following additional feedback:

NIRW understands that the amendments were introduced to strengthen employment protections where councils tender for domestic or other waste management services. These amendments introduce new requirements, which are likely to have significant detrimental effects.

NIRW is alarmed that he NSW Government amended the Regulation without consultation and without considering the serious implications for councils. We request that you take urgent action to reconsider the amendments and to engage in proper consultation with all relevant stakeholders.

On the basis of the above, Council is requested to assist current industry advocacy activities to facilitate more workable and practical legislation.

FINANCIAL IMPLICATIONS

The regulatory changes could have considerable increase in the costs to provide shire waste disposal needs.

STATUTORY AND POLICY IMPLICATIONS

Detailed in the body of the Report.

CONSULTATION

External Consultation

- Northern Inland Regional Waste (NIRW).
- LGNSW.

Internal Consultation

- Waste Department.
- Infrastructure Delivery Directorate.
- Director Planning and Sustainability.

NSW GOVERNMENT | Office of Local Government

Circular to Councils

Circular Details	23-16 / 15 December 2023 / A885509
Previous Circular	N/A
Who should read this	Councillors / General Managers / Council procurement staff
Contact	Council Governance Team / (02) 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

Regulation amendments to protect the employment of waste workers.

What's new or changing

- Amendments have been made to the Local Government (General) Regulation 2021 (the Regulation) to strengthen employment protections where councils tender for domestic or other waste management services.

What this will mean for your council

- Section 173 of the Regulation has been amended to require tender submissions for the performance of domestic or other waste management services to contain an undertaking that the tenderer will ensure that current employees (whether of the council or the current contractor) will be offered employment to continue to provide the service, and for anyone who accepts the offer of employment:
  - the employment will be on at least the same terms as the individual's current employment, and
  - the employment will be taken to be a continuation of the individual's current employment with no loss of entitlements, and
  - the tenderer will pay an annual increase in the individual's base rate pay in accordance with the applicable industrial instrument or the Local Government (State) Award if there is no applicable instrument.
- Section 177 of the Regulation has been amended to provide that tender submissions for the performance of domestic or other waste management services cannot be considered by a council unless they contain the required undertaking.
- To facilitate the giving of undertakings, section 170 of the Regulation has been amended to require tender proposal documents issued by councils in relation to contracts for the performance of domestic or other waste management services to provide details of the employees who currently provide the service and the terms on which they are employed. This information must be provided in a way that protects the privacy of individual workers. This information is not required to be included if the council cannot reasonably obtain access to the information.
- Section 178(1A) of the Regulation has been amended to provide that a council must not accept a tender submission for a proposed contract unless the council has consulted with each relevant union and the unions are satisfied that appropriate industrial arrangements will be in place to ensure compliance with the undertaking during the life of the contract.
- Section 178 of the General Regulation currently provides that councils must ensure that every contract they enter into as a result of a tender submission

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they accept, is with the successful tenderer and in accordance with the tender. This means that the terms and conditions of any contract for the performance of domestic or other waste management services must reflect the undertaking given by the tenderer.

- Section 173(6) of the Regulation further provides that an individual, to which an undertaking relates, may take action to enforce the undertaking as if the undertaking were a contract between the tenderer and the individual.

Key points

- The Regulation defines “domestic or other waste management services” as “the storage, treatment, processing, collecting, removal, disposal, destruction, sorting or recycling of domestic waste and other waste.”
- The new requirements also apply in circumstances where the services which are the subject of a tender are currently provided in-house by council employees and the council is proposing to outsource the provision of the services.

Where to go for further information

- For further information please contact the Council Governance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

Brett Whitworth
Deputy Secretary, Local Government

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Advice to Local Government NSW

Re: Amendments to waste tendering requirements

under the *Local Government (General Regulation) 2021* (NSW)

A. Introduction and summary

1. I am instructed by the Local Government NSW. Local Government NSW is an independent organisation that exists to serve the interests of NSW councils, being the bodies politic constituted by ss 219-224A of the ***Local Government Act*** *1993* (NSW).

2. Section 748 of the Local Government Act empowers the making of regulations. On 15 December 2023 the *Local Government (General) Amendment (Tendering) Regulation (No 2) 2023* (NSW) (**Waste Tendering Regulation**) was made in exercise of that power. The Waste Tendering Regulation amended Part 7 of the existing *Local Government (General)* ***Regulation*** *2021* (NSW), which governs tendering for contracts for which a council is required by s 55 of the Act to invite tenders.

3. The questions I have been asked in connection with the Waste Tendering Regulation, and my answers in short, are as follows:

   Question 1: How would the amendments made by the Waste Tendering Regulation be construed?

   Answer: Broadly, the amended Regulations seek to require that successful tenderers offer continuing employment on equal or better terms to employees who currently provide "domestic or other waste management services" to councils through an "undertaking" to that effect, and prevent councils from accepting tender submissions absent satisfaction by relevant unions of as much. However, explained in Parts B and C below, the precise effect of the amendments is elusive.

Question 2: What difficulties, if any, will application of, and compliance with, the amendments made by the Waste Tendering Regulation present?

Answer: The amended Regulations are internally inconsistent and poorly drafted which will create confusion. The Regulations interfere with the relationships between incumbents and their employees; affect a far broader range of services and service providers than may have been intended; are clearly unworkable in their application to service providers and employees who provide services to multiple clients; substantially advantage incumbents and reduce competition in the market for waste services; and with no legitimate basis, provide unions with a broad and unreviewable veto power in respect of waste management arrangements, hindering the operation of tender processes with flow on adverse cost and service quality consequences. Each of these matters are likely to make compliance with the amended Regulations difficult and will result in adverse effects for councils, tenderers, employees, ratepayers and the public.

Question 3: Do the amendments made by the Waste Tendering Regulation conflict with any laws of the Commonwealth?

Answer: It is distinctly possible that insofar as the amended Regulations require corporate tenderers to provide an undertaking to offer continuing employment on the same terms to existing employees, a Court will hold it is inconsistent with the prohibition imposed by s 45 of the *Competition and Consumer Act 2010* (Cth) (**CCA**) on entry by "corporations" into a contract or arrangement, or arrival at an understanding, which includes a provision of which has the purpose or is likely to have the effect of substantially lessening competition. If so, that aspect of the amended Regulations is invalid by force of s 109 of the Commonwealth *Constitution*. The

interdependence of the scheme of the amended Regulations, in turn, means it is distinctly arguable that other requirements are invalid insofar as they would otherwise apply in respect of corporate tenderers and tenders.

B. Construction of the Waste Tendering Regulation

4. A council must prepare "tender proposal documents" for a proposed tender that comply with the requirements of reg 170 (see reg 167(2)(b), (3), 168(5)(b), (6)). Regulation 170, with the amendments made by the Waste Tendering Regulation underlined, provides:

> (1) The tender proposal documents relating to a proposed contract must—
>
> (a) give details of the work to be carried out, the goods or facilities to be provided, the services to be performed or the property to be disposed of…
>
> (b) specify the criteria on which the assessment of tenders will be based, and
>
> (c) specify the name of a person to whom requests for information concerning the proposed contract may be addressed and how the person can be contacted, and
>
> (d) indicate whether formal tender documents must be submitted in relation to the tender and, if so, how they may be obtained, and
>
> <u>(e) if the proposed contract is for the performance of domestic or other waste management services, specify—</u>
>
> <u>(i) details of the individual employees who currently provide the service, and</u>
>
> <u>(ii) the terms on which the individuals are employed.</u>
>
> <u>(1A) (Repealed)</u>
>
> <u>(2) The information under subsection (1)(e) must be included in a way that protects the privacy of the individuals by—</u>
>
> <u>(a) removing identifying information, or</u>
>
> <u>(b) aggregating data from multiple individuals.</u>

(3) The information under subsection (1)(e) is not required to be included if the council cannot reasonably obtain access to the information.

(4) If a council amends tender proposal documents after they have been issued to persons, it must take all reasonably practicable steps to inform the persons of the amendments.

5. "Domestic or other waste management services" are broadly defined in reg 164, following the amendments, to mean "the storage, treatment, processing, collecting, removal, disposal, destruction, sorting or recycling of domestic waste and other waste".

6. Regulation 173 provides for the submission of tenders by tenderers in response to an invitation to tender accompanied by such "tender proposal documents". With the amendments made by the Waste Tendering Regulation underlined, it provides:

(1) A tender submission must be submitted in writing, including, subject to subsection (2), by electronic means.

(2) A tender submission may not be submitted by electronic means unless the submission by electronic means is effected by a secure mechanism, including an encryption-based technology, that ensures the tender submission cannot subsequently be altered.

(3) Unless sent by electronic means, a tender submission must be sent or delivered in a sealed envelope.

(4) A tender submission for the performance of domestic or other waste management services must be accompanied by an undertaking made by the tenderer if the tender proposal document contains the information required by section 170(1)(e).

(5) In the undertaking, the tenderer must undertake to ensure—

(a) the individuals will be offered employment to continue to provide the service, and

(b) for an individual who accepts the offer of employment—

(i) the employment will be on at least the same terms as the individual's current employment, and

(ii) the employment will be taken to be a continuation of the individual's current employment with no loss of entitlements, and

(iii) the tenderer will pay the annual increase in the individual's base rate pay in accordance with—

(A) the applicable industrial instrument, or

(B) if there is no applicable instrument—the Local Government (State) Award.

(6) An individual, to which an undertaking relates, may take action to enforce the undertaking as if the undertaking were a contract between the tenderer and the individual.

(7) Subsection (6) does not prevent or limit the action the council may take to enforce the undertaking.

7. Regulation 177 then governs the consideration of tender submissions by councils. With amendments made by the Waste Tendering Regulation underlined, it relevantly provides:

(2) The council may only consider a tender submission—

(a) submitted to the council before the deadline specified in the invitation to tender, and

(b) submitted in the way specified in the tender proposal document, and

(c) that otherwise complies with this part.

8. Finally, reg 178 governs the acceptance of tender submissions by councils. With amendments made by the Waste Tendering Regulation underlined, it relevantly provides:

(1) After considering the tender submissions for a proposed contract, the council must either—

(a) accept the tender submission that, having regard to all the circumstances, appears to it to be the most advantageous, or

(b) decline to accept any of the tender submissions.

(1A) A council must not accept a tender submission for a proposed contract if the tender submission is accompanied by an undertaking referred to in section 173, unless—

(a) the council has consulted with each relevant registered organisation, and

(b) each registered organisation is satisfied that appropriate industrial arrangements will be in place to ensure compliance with the undertaking during the life of the contract.

(2) A council must ensure that every contract it enters into as a result of a tender submission accepted by the council is with the successful tenderer and in accordance with the tender (modified by any variation under section 176)…

9. A "registered organisation" is defined by reg 178(4), following the amendments, to mean:

(a) an organisation within the meaning of the *Fair Work (Registered Organisations) Act 2009* of the Commonwealth, or

(b) an industrial organisation of employees within the meaning of the *Industrial Relations Act 1996*.

10. Taken together, the effect of the amendments made by the Waste Tendering Regulation are, subject to the ambiguities and difficulties I advert to in Part C below, as follows:

(a) Unlike in respect of any other kind of goods or service, to make bespoke provision for the acquisition of "domestic or other waste management services" by councils. The definition of this key concept is broad, mindful that it is not restricted to a broad class of services relating to "domestic waste", but includes a broad class of services relating to "other waste" — each of which are themselves undefined.

(b) To require councils, when seeking tenders for such services to give unspecified "details" of all individual employees (apparently, albeit not expressly, whether of the council or an existing tenderer) who currently

provide "the service" and the terms of which those individuals are employed (reg 170(1)(e)). Identifying information is to be removed or information aggregated to preserve the privacy of employees (reg 170(2)). Information need not be included by a council if the council cannot reasonably obtain access to the information — eg, if the current employees are of a third party (rather than council employees) who refuses to provide them.

(c) To require any tender submission for "domestic or other waste management services" to be accompanied by an "undertaking" to the effect that the tenderer will offer the existing employees (whether of council or the existing tenderer) continuing employment "on at least the same terms" and with entitlements continued, and annual pay increases in accordance with previously applicable industrial instruments or awards (reg 173(4), (5)). Individual employees may enforce this undertaking "as if it were a contract between the tenderer and the individual" (reg 173(6)).

(d) A council may only consider a tender submission if it "otherwise complies with this Part" (reg 177) — viz, Part 7 of the Regulation, which includes reg 173. Accordingly, the apparent intent is that a council can only "consider" a tender submission if an undertaking compliant with reg 173 has been provided by the tenderer.

(e) Finally, a council cannot accept a tender submission accompanied by the undertaking referred to in reg 173 unless it has consulted with every "relevant" Commonwealth or NSW registered organisation and every such registered organisation "is satisfied that appropriate industrial arrangements will be in place to ensure compliance with the undertaking during the life of the contract" (reg 178(1A)). In other words, every "relevant" registered organisation must be satisfied that existing employees (whether of council or the existing tenderer) will have, for the life of the new contract, continuing employment "on at least the same terms" and with

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entitlements continued, and annual pay increases in accordance with previously applicable industrial instruments or awards. A "relevant registered organisation" includes not only relevant unions of employees but also relevant unions of employers (employer organisations), which would potentially include registered organisations such as Local Government NSW and/or the Waste Contractors and Recyclers Association.

C. Ambiguous, unworkable operation of the Waste Tendering Regulation

11. In my view, the amended Regulations are ambiguous, unworkable and apt to produce adverse consequences for councils, tenderers, employees, ratepayers, and the general public — including through a lessening of competition in the market for "domestic and other waste management services".

C.1 "Domestic and other waste management services"

12. The definition of "domestic and other waste management services" upon which the amended regulations hinge is broad, encompassing a wide range of services, including in connection with "other waste services" (eg, collection of waste from parks and gardens and *ad hoc* community events, public toilet cleaning, etc).

13. Prior to the Waste Tendering Regulation amendments, reg 170(1)(e) had required, in respect of tender proposals in respect of proposed contracts for "domestic and other waste management services" "of the same kind as those performed under a contract in force immediately before the tenders are invited" the specification of "the information which must be submitted about the continuity of employment of workers employed or engaged by the contractor under the existing contract to perform the domestic or other waste management services (the existing workers)", which information was required to include the matters referred to in reg 170(1A) about whether and on what terms existing employees would be offered employment or engagement with the contractor.

14. The same definition of "domestic or other waste management services" as presently appears in reg 164 then appeared in reg 170(4).

15. In picking up the older reg 164 definition divorced from its original context, the amended Regulations have substantially widened its scope. Whereas previously, understood in the context of reg 170(1)(e) the concept was confined only to domestic or waste management services "of the same kind as those performed under a contract in force immediately before the tenders are invited" (so as to exclude eg, services previously provided in connection with a past *ad hoc* community event), it now may extend to "domestic and waste management services" of any kind, whether pursuant to a contract in force immediately before the tender or otherwise.

16. Further, the definition appears unsuited to its new and far more significant and substantive role within the scheme of the amended Regulations. It is apt to capture, for example, services provided to councils by the operators of waste processing and treatment plants. I am instructed that such plants simultaneously provide services to many councils, as well as to other government and commercial clients. "Employees" of such plants accordingly provide services to many clients simultaneously — rather than only to a single council.

17. It is most unclear how the substantive amended Regulations are intended to operate with respect these simultaneous service providers and "employees", having apparently been framed on the incorrect assumption that service providers and "employees" provide the services exclusively to a single council. Their application to such simultaneous service providers would appear to undermine the provision of services to other clients (including other councils and government clients) by requiring tenderers to offer their competitors' "employees" employment. As much is particularly so by reason of the ambiguity of the concept of "employees", adverted to in Part C.2 below.

C.2 "Employees"

18. The amended Regulations do not delineate the "employees" who provide "domestic and other waste management services" for the purposes of regs 170(1)(e) and 173(4)-(5).

19. The concept is accordingly apt to capture not only, eg, drivers of waste collection vehicles, but also many other employees of an existing provider of "domestic and other waste management services" — including, for example, administrative employees. As much reflects the plain and ordinary meaning of the term "employee", coupled with the broad and ambiguous scope of the concept of "domestic and other waste management services" (see Part C.1 above).

20. The amended Regulations are thus liable to require that a council include under reg 170(1)(e) information regarding, and a tenderer offer the reg 173(4)-(5) undertaking in respect of, many or perhaps all employees of an existing contractor (or the council itself).

21. Further, and relatedly to the problems adverted to in Part C.1 above, the concept of "employee" is also apt to capture employees who provide "domestic and other waste management services" to multiple councils and/or other government or commercial clients. As explained in Part C.1, the provision of the reg 173(4)-(5) undertaking may thus undermine the provision of services to other clients.

C.3 Regulation 170(1)(e) requirement to include "details" of "employees" in tender proposals

22. The obligation imposed on councils by reg 170(1)(e) of the amended Regulations to include "details" of "employees" who provide "domestic and other waste management services" and the "terms on which the individuals are employed" in tender proposal documents is apt to produce adverse consequences.

23. No obligation is imposed by reg 170 on an incumbent contractor to provide the information the subject of reg 170(1)(e) to a council (whether in full or in de-identified form). To the contrary, reg 170(3) acknowledges that as much may not occur.

24. It is likely that incumbent contractors will not voluntarily provide a council with information sufficient to compile the reg 170(1)(e) information about its employees. It is a trite observation that an incumbent will have no interest in

helping to enable its competitors to offer its employees employment. As much might also be inconsistent with obligations of confidence owed by the incumbent to its employees, or with its obligations (if an "APP Entity") under the *Privacy Act 1988* (Cth) — mindful the disclosure would be for a "secondary purpose" within the meaning of Australian Privacy Principle 6 and, absent any requirement to provide the information, disclosure could not be said to be required by law.

25. However, regardless of the fact that the reg 170(1)(e) information may not have been provided by the incumbent, a tenderer appears to be required to offer the reg 173(4)-(5) undertaking to provide the incumbent's employees with employment. Tenderers would understandably be unwilling to give such a *carte blanche* undertaking without adequate knowledge of the liability being assumed, advantaging the incumbent and reducing competition.

C.4 Regulation 173(4)-(5) undertaking

26. The broad and unworkable scope of the providers of "domestic and other waste management services" and "employees" who would be subject to a tenderer's reg 173(4)-(5) undertaking has been addressed in Parts C.1 and C.2 above.

27. However, beyond this, the undertaking required by reg 173(4)-(5) is itself ambiguous, unworkable and apt to produce adverse consequences.

28. *First*, by requiring that a tenderer offer "continuing" employment to the incumbent contractor's employees, reg 173(5)(a) causes a tenderer to commit the tort of inducing breach of contract. No immunity against such liability is expressly offered by the amendments to tenderers.

29. *Second*, by deeming any employment to be a "continuation of the individual's current employment with no less of entitlements", reg 173(5)(b)(ii) would cause councils to in effect pay twice in respect of the same entitlements and place incumbents at a significant competitive advantage. If a council has arrangements with an existing contractor, amounts attributable to the costs of the incumbent's provision of accrued but unused entitlements to its employees will have been paid

by the council through the fees charged for past services. If council were to shift contractors, the new contractor would be obliged to provide those accrued entitlements to the transferring employees. Mindful that there is no mechanism by which the monetary value of the accrued entitlements might be transferred from the prior contractor, the new contractor will simply increase the fees it charges a council to cover this new liability. This would mean that a council would pay twice in respect of the same entitlements if it switched contractors. In turn, this would place incumbent contractors at a significant competitive advantage. A council would be under significant commercial pressure to retain an incumbent contractor because it would be more expensive for it to switch to a new contractor who may be more efficient. Ultimately, this puts the council at risk of increased service costs which in turn would be paid by ratepayers.

30. *Third* and relatedly, it is unclear how reg 173(5)(b)(ii) is intended to interact with the requirements of enterprise agreements, awards or employment contracts which may stipulate that an employee be paid out in respect of accrued entitlements upon the cessation of employment. It is hard to see how an undertaking given by the new tenderer that "employment will be taken to be a continuation of the individual's current employment" could override any such obligations imposed on the incumbent.

31. *Fourth*, reg 173(4)-(5) would require a tenderer to offer "continuing employment" to an incumbent's employees even when the tenderer has sufficient staff to provide the proposed services. Given that it is likely that a tenderer would not be willing or able economically to employ staff who have no work to perform, this would serve to 'lock in' the incumbent provider (or require a tenderer to lay off its existing staff) to fulfil the obligation imposed by this regulation. Again this would place incumbents at a substantial competitive advantage in any tender process.

32. *Fifth*, the reg 173(5)(b)(i) requirement that the continuing employment offered by a tenderer be "on at least the same terms as the individual's current

employment" is apt to limit the ability of councils and waste management service providers to innovate in order to improve services, decrease costs and/or respond to changing social or technological circumstances. For example, a contractor would be unable to alter transferring employees' working hours, places of work or methods of work. This would also introduce a dichotomy within a contractor's existing workforce and transferring employees, potentially disadvantaging existing employees. A flow on consequence would again be to place incumbents at a substantial competitive advantage, mindful that they would not be so limited.

C.5 Regulation 177(2)(c) no "consideration" requirement

33. Regulation 177(2)(c) is unworkable. Prior to the Waste Tendering Regulation, reg 177 was focused exclusively on procedural requirements applicable to consideration by a council of a tender submission — namely the time within which a tender submission must be made and the form in which it must be submitted.

34. Reg 177 has now, by reg 177(2)(c), been expanded into a catch all provision which purports to prevent a council from considering a tender submission which does not comply with all requirements of Pt 7 — including the substantive requirements of reg 173 with respect to the provision of the "undertaking".

35. It is logical and workable to prevent consideration of submissions made out of time or in an incorrect format.

36. However, to prevent consideration of submissions on the basis that the reg 173 "undertaking" is substantively deficient (or the submission does not comply with any other substantive requirements of Pt 7) is unworkable; it is logically necessary to consider a submission in order to form a view as to whether the "undertaking" is compliant with the substantive requirements of reg 173 (or the submission with other substantive requirements of Pt 7).

C.6 Regulation 178(1A) union veto power

37. The provision by reg 178(1A) of the amended Regulations of a veto power to each "relevant" union in respect of proposed contracts is ambiguous and unworkable. This broad power gives each "relevant" union ultimate power to determine whether a council can accept a tender submission regardless of whether it is in the best interests of the Council, ratepayers and residents to do so.

38. *First*, it is ambiguous which unions would be "relevant" to a tender and so conferred with the reg 178(1A) power. The "relevant" unions would vary from tender to tender; multiple unions may be "relevant" — or claim to be relevant — to a single tender.

39. *Second* and connectedly, if a council accepted a tender after one or more unions were "satisfied" in accordance with reg 178(1A), a further union might come forward and claim to be "relevant". Were this to occur, reg 178(1A) might well make the entered contract unlawful.

40. *Third*, no criteria are prescribed by reg 178(1A)(a) by which the sufficiency of a council's "consultation" with "relevant" unions is to be determined.

41. *Fourth*, no time limits are prescribed within which "relevant" unions must determine whether they are satisfied. This, coupled with the multivariate consultation process required with all "relevant" unions, may protract tendering processes, and limit councils' ability to procure services.

42. *Fifth*, the requirement imposed by reg 178(1A)(b) that "relevant" unions be "satisfied" that "appropriate industrial arrangements will be in place to ensure compliance with the undertaking for the life the contract" is ambiguous and apt to produce adverse effects:

    (a) The "satisfaction" requirement is subjective. In other words, a council is prohibited from entering into a contract if any "relevant" union is not

subjectively satisfied even if, objectively, "appropriate industrial arrangements" are in fact in place: see *Buck v Bavone* (1976) 135 CLR 110 at 118-119; *Avon Downs Pty Ltd v Federal Commissioner of Taxation* (1949) 78 CLR 353 at 360.

(b) No criteria are prescribed which limit the matters to which unions can or must have regard to in forming the state of subjective "satisfaction".

(c) The broad and ambiguous concept of "appropriate industrial arrangements" together with the absoluteness of "ensuring" such arrangements are in place and the difficulties associated with the meaning and effect of the undertaking (see Part C.3 above) make the extent of that which a union might expect of a council and tenderer most unclear.

(d) A council and tenderer may be unable to proceed with a contract in the face of even unreasonable opposition of a union. Unlike a decision of a governmental decision maker, a decision of a union to oppose a contract may not be subject to judicial review.

43. *Sixth* and relatedly, no dispute resolution mechanism is prescribed by reg 178(1A) to resolve impasses between a council, a tenderer and one or more unions. Neither the Fair Work Commission nor the Industrial Relations Commission has the power to override the requirements of reg 178(1A) under the *Fair Work Act 2009* (Cth) or the *Industrial Relations Act 1996* (NSW), or determine whether a union has unreasonably failed to be satisfied of the proposed arrangements.

44. Each of these matters would ultimately provide the incumbent provider with a competitive advantage, increasing the barriers to provision of services at a more competitive or efficient level by a new tenderer.

C.7 Conclusion

45. Taken together, the amended Regulations appear to:

(a) be internally inconsistent and poorly drafted;

(b) undermine relationships between incumbents and their employees;

(c) affect a far broader range of services and service providers than may have been intended;

(d) be unworkable in their application to service providers and employees who provide services to multiple clients;

(e) substantially advantage incumbents and reduce competition in the market for waste services, with flow on adverse cost and service quality consequences for councils, their ratepayers and the broader community; and

(f) provide unions with a broad and unreviewable veto power in respect of waste management arrangements, preventing or protecting tender processes with flow on adverse competition, cost and service quality consequences.

D. Conflict between the Waste Tendering Regulation and s 45 of the *Competition and Consumer Act 2010* (Cth)

46. Section 109 of the Commonwealth *Constitution* provides that when a law of a State is inconsistent with a law of the Commonwealth, the latter shall prevail and the former shall, to the extent of the inconsistency, be invalid.

47. Accordingly, to the extent to which the amended Regulations are inconsistent with any law of the Commonwealth, those amendments are invalid or inoperative (noting the State law which is ultimately inconsistent would be s 748 of the Local Government Act, which authorised their making: see *Flaherty v Girgis* (1987) 162 CLR 573 at 588).

48. The canonical example of the inconsistency which s 109 resolves in favour of a law of the Commonwealth is where State and Commonwealth laws create duties which are incapable of simultaneous obedience: see eg *Worth Health Authority v Outback Ballooning Pty Ltd* (2019) 266 CLR 428 at [65].

49. Section 45 of CCA prohibits entry by "corporations" into a contract or arrangement, or arrival at an understanding, which includes a provision of which has the purpose or is likely to have the effect of substantially lessening competition.

50. Section 45 does not directly bind a council. Most clearly, this is because a council is not a "corporation" for the purposes of s 45: see s 4(1) of the CCA and s 220(2) of the Local Government Act.

51. Section 45 does, however, bind providers of "domestic and other waste management services" to the extent to which, as is almost invariably the case, they are corporations. Such private corporations do not enjoy any derivative Crown immunity against the application of s 45: see s 220(3) of the Local Government Act; cf *ACCC v NSW Ports Operations Hold Co Pty Ltd* (2023) 296 FCR 364 at [386]ff.

52. It follows that if compliance by corporate providers of "domestic and other waste management services" with the duties imposed on them by the Waste Tendering Regulation amendments would cause them to act contrary to the duty imposed on by s 45 of the CCA, the Waste Tendering Regulations are, by force of s 109 of the *Constitution*, invalid in their application to those incumbent and prospective providers.

53. In my view, it is distinctly arguable that the Waste Tendering Regulation amendments are inconsistent with s 45 of the CCA and therefore invalid in their application to corporate incumbent and prospective providers of "domestic and other waste management services". This is because, in short, it is distinctly arguable that:

(a) The provision by a corporate tenderer of the undertaking required by reg 173(4)-(5), enforceable as a contract by subject employees by force of reg 173(6), is a form of "contract, arrangement or understanding" as between the tenderer, council and employees.

(b) The terms of that "contract, arrangement or understanding" are to the effect of the matters specified in reg 173(5).

(c) Those terms would likely have the effect of substantially lessening competition in the market for "domestic and other waste management services" or a significant section of that market (eg, provision to councils): see generally *ACCC v NSW Ports Operations Hold Co Pty Ltd* [2021] FCA 720 at [894]-[925]. This is because the terms of the undertaking appear likely to have the various anti-competitive effects adverted to in Part C above, substantially advantage incumbent providers of "domestic and other waste management services". Expert economic analysis would be required in order to form a settled view on this point of substantive competition law.

54. While, if accepted, this argument would only directly invalidate reg 173(4)-(6) in their application to corporate tenderers, the balance of the Waste Tendering Regulation amendments seem to form part of a "package of interrelated provisions which appear intended to operate fully and completing according to its terms" or not at all" — reg 173(4)-(6) being so fundamental to the scheme of the [amendments] and thus so bound up with the remaining provisions that severance of the offending provisions would leave standing a residue of 'provisions which [could] never [have been] intended to [be] enact[ed]'" given their "radically different and essentially ineffective" status: see *Bell Group NV (In Liq) v Western Australia* (2016) 260 CLR 500 at [29], [69]-[71].

55. Accordingly, it is distinctly arguable that none of the Waste Tendering Regulation amendments have any application in respect of corporate tenderers or tenders. If so, the no consideration requirement imposed by reg 177(2)(c) and union veto power conferred by reg 178(1A) are also invalid in their application

to such tenderers and tenders — with the consequence that a council would be free to accept a tender by a corporate tenderer which was not accompanied by the undertaking, irrespective of the views of "relevant" unions.

56. Given that, as explained, s 45 of the CCA does not directly bind councils, corporate tenderers are best place to challenge the validity of the Waste Tendering Regulation amendments. This being said, it is also arguable that a council would have standing, as a council would have a special interest in the subject matter of such a challenge over and above that enjoyed by the public generally given their role in the tendering process and adverse impacts the reduction in competition has on them: see generally *Australian Conservation Foundation v Commonwealth* (1980) 146 CLR 493.

57. A challenge might be commenced in the original jurisdiction of the High Court. To the extent that the State is unwilling to either demur or agree to a special case in which the purpose or likely effect of substantially lessening competition is accepted, that factual issue might be remitted to the Federal Court for hearing and determination pursuant to s 44(2) of the *Judiciary Act 1903* (Cth): see eg *Palmer v Western Australia* (2012) 272 CLR 505 at [15].

58. I so advise.

Arthur Moses SC
New Chambers

26 February 2024

MAYORAL MINUTE – Amendments to waste tendering requirements under the *Local Government (General) Regulation 2021* (NSW)

RECOMMENDATION:

THAT:

1. Council writes to the Minister for Industrial Relations (NSW), Minister for Local Government (NSW), and local Member of Parliament (NSW):

    a. Expressing serious concerns about recent amendments to the *Local Government (General) Regulation 2021* made by the *Local Government (General) Amendment (Tendering) Regulation (No 2) 2023* (NSW) on 15 December 2023, as highlighted in a legal opinion by Arthur Moses (Senior Council) dated 26 February 2024, and

    b. Calling on the NSW Government to reconsider the amendments as a matter of urgency and to engage in proper consultation with all relevant stakeholders on an appropriate way forward.

REPORT

I am calling on Councillors to support representations to the NSW Government in response to recent amendments to the *Local Government (General) Regulation 2021* made by the *Local Government (General) Amendment (Tendering) Regulation (No 2) 2023* (NSW) on 15 December 2023.

The amendments introduce new requirements in relation to the tendering of domestic or other waste management services by councils, which are likely to have detrimental effects on NSW councils.

The attached legal opinion from Arthur Moses (Senior Counsel) highlights many problems with the amended Regulations. Senior Counsel's opinion is that "*the amended Regulations are ambiguous, unworkable and apt to produce adverse consequences for councils, tenderers, employees, ratepayers, and the general public…* ".

As highlighted in the legal opinion (summarised at paragraph 45), taken together the amended Regulations:

(a) are internally inconsistent and poorly drafted;

(b) undermine relationships between incumbents and their employees;

(c) affect a far broader range of services and service providers than may have been intended;

(d) are unworkable in their application to service providers and employees who provide services to multiple clients;

(e) substantially advantage incumbents and reduce competition in the market for waste services, with flow on adverse cost and service quality consequences for councils, their ratepayers and the broader community; and

(f) provide unions with a broad and unreviewable veto power in respect of waste management arrangements, preventing or protecting tender processes with flow on adverse competition, cost and service quality consequences.

The amended Regulations are also vulnerable to legal challenge creating uncertainty for councils, tenderers, and employees (see paragraphs 46 – 57 of the legal opinion).

Where a council wishes to change service providers, the new service provider must offer the employees of the existing service provider a job on at least the same terms and conditions of employment with continuity of service and no loss of entitlements, regardless of whether the new provider requires the employees to deliver the service. Furthermore, there is no requirement for the existing service provider to compensate the new service provider (or the council) for the cost of accrued entitlements that will become a liability for the new service provider. This effectively means councils end up paying twice for accrued employee entitlements – they will have already compensated the existing service provider, and they will now have to compensate the new service provider for these same costs.

The amended Regulations can be contrasted with the Australian Labor Party's policy of "*Same Job Same Pay*" (at both a State and Federal level). The amended Regulations go well beyond this policy position. They instead amount to a "*Job for Life*" and guaranteed ratcheting up of employment costs, with the likely effect of entrenching unproductive and inefficient work practices, stifling innovation, and leading to significant cost increases for councils and ratepayers. They will drive down the take up of circular solutions to waste management and resource recovery because of the higher labour costs. The amendments will also advantage existing contractors who are already carrying the employees and entitlements on their books, which will create an unfair advantage for existing suppliers.

Further, for a tender to be successful, the relevant industrial organisations must be consulted and satisfied. The registered industrial organisations who are required to be satisfied may include the Transport Workers Union, United Services Union, Local Government NSW, and Waste Contractors and Recyclers Association of NSW. There is no mechanism for dealing with a dispute where one of the relevant industrial organisations is satisfied and another of the relevant industrial organisation is not satisfied.

LGNSW has raised the abovementioned concerns with the NSW Government and is seeking the support of councils across NSW in amplifying this advocacy.

XX Month 2024

The Hon. Ron Hoenig MP
Minister for Local Government
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The Hon. Sophie Cotsis MP
Minister for Industrial Relations, and Minister for Work Health and Safety
canterbury@parliament.nsw.gov.au

<Your local State MP or MPs>
Member for XXXXXX
Online contact details available here: https://www.parliament.nsw.gov.au/members/pages/all-members.aspx?house=LA

Dear Member of Parliament

Amendments to waste tendering requirements under the *Local Government (General) Regulation 2021*

I write to you on behalf of <Council name> to raise our serious concerns about recent amendments to the *Local Government (General) Regulation 2021* ("Regulations") made by the *Local Government (General) Amendment (Tendering) Regulation (No 2) 2023* (NSW) ("Waste Tendering Regulation") on 15 December 2023, and to request that you take urgent action to avoid the amendments having a detrimental impact on councils and ratepayers.

Council is alarmed that the NSW Government amended the Regulations without any consultation with councils or Local Government NSW (our employer association) and without considering the serious implications for councils and in turn the communities we serve.

The attached legal opinion from Arthur Moses (Senior Counsel) highlights many problems with the amended Regulations. Senior Counsel's opinion (and a view shared by Council) is that "*the amended Regulations are ambiguous, unworkable and apt to produce adverse consequences for councils, tenderers, employees, ratepayers, and the general public…* ".

As highlighted in the legal opinion (summarised at paragraph 45), taken together the amended Regulations:

(a) are internally inconsistent and poorly drafted;

(b) undermine relationships between incumbents and their employees;

(c) affect a far broader range of services and service providers than may have been intended;

(d) are unworkable in their application to service providers and employees who provide services to multiple clients;

(e) substantially advantage incumbents and reduce competition in the market for waste services, with flow on adverse cost and service quality consequences for councils, their ratepayers and the broader community; and

(f) provide unions with a broad and unreviewable veto power in respect of waste management arrangements, preventing or protecting tender processes with flow on adverse competition, cost and service quality consequences.

The amended Regulations are also vulnerable to legal challenge creating uncertainty for councils, tenderers, and employees (see paragraphs 46 – 57 of the legal opinion).

Where a council wishes to change service providers, the new service provider must offer the employees of the existing service provider a job on at least the same terms and conditions of employment with continuity of service and no loss of entitlements, regardless of whether the new provider requires the employees to deliver the service. Furthermore, there is no requirement for the existing service provider to compensate the new service provider (or the council) for the cost of accrued entitlements that will become a liability for the new service provider. This effectively means councils end up paying twice for accrued employee entitlements – they will have already compensated the existing service provider, and they will now have to compensate the new service provider for these same costs.

The amended Regulations can be contrasted with the Australian Labor Party's policy of "*Same Job Same Pay*" (at both a State and Federal level). The amended Regulations go well beyond this policy position. They instead amount to a "*Job for Life*" and guaranteed ratcheting up of employment costs, with the likely effect of entrenching unproductive and inefficient work practices, stifling innovation, and leading to significant cost increases for councils and ratepayers. They will drive down the take up of circular solutions to waste management and resource recovery because of the higher labour costs. The amendments will also advantage existing contractors who are already carrying the employees and entitlements on their books, which will create an unfair advantage for existing suppliers.

Further, for a tender to be successful, the relevant industrial organisations must be consulted and satisfied. The registered industrial organisations required to be "satisfied" may include the Transport Workers Union, United Services Union, Local Government NSW, and Waste Contractors and Recyclers Association of NSW. There is no mechanism for resolving a dispute where one of the relevant industrial organisations is satisfied and another of the relevant industrial organisation is not satisfied.

Without your assistance in this matter the financial sustainability of councils will be placed in serious jeopardy, forcing cuts to services, and causing harm to local communities.

We ask the NSW Government to reconsider the amendments as a matter of urgency, and to engage in proper consultation with all relevant stakeholders on an appropriate way forward.

For further information or to arrange a meeting, please contact <contact name> at <email> or on <phone>.

Yours sincerely

Cr XXXXXX
Mayor

Cc:

Brett Whitworth, Deputy Secretary, Local Government, Office of Local Government
Cr Darriea Turley, President, Local Government NSW

NORTHERN INLAND REGIONAL WASTE
waste matters in our region

www.nirw.org.au

19 April 2024

The Hon. Ron Hoenig MP
Minister for Local Government
office@hoenig.minister.nsw.gov.au

Dear Minister Hoenig,

Amendments to waste tendering requirements under the *Local Government (General) Regulation 2021* (NSW)

I write to you on behalf of Northern Inland Regional Waste (NIRW), a regional waste group supporting 12 Councils in the New England North West region of NSW, to raise serious concerns about the recent amendments to the *Local Government (General) Regulation 2021* ("Regulations") made by the *Local Government (General) Amendment (Tendering) Regulation (No 2) 2023* (NSW) ("Waste Tendering Regulation") on 15 December 2023.

NIRW understands that the amendments were introduced to strengthen employment protections where councils tender for domestic or other waste management services. These amendments introduce new requirements, which are likely to have significant detrimental effects.

The amended Regulations:

- affect a broader range of contracted services than may have been intended
- are unworkable in their requirements to councils and contractors who provide multiple services
- substantially advantage incumbents and reduce competition in the market for waste services, with flow on adverse cost and service quality consequences for councils
- undermine relationships and create uncertainty for councils, tenderers and employees and place the financial viability of contracts in serious jeopardy
- provide unions with a broad and unreviewable veto power in respect of waste management arrangements, preventing or protecting tender processes
- adverse impacts and unintended consequences with increased costs and stifling of innovation

NIRW is alarmed that the NSW Government amended the Regulations without consultation and without considering the serious implications for councils. We request that you take urgent action to reconsider the amendments and to engage in proper consultation with all relevant stakeholders.

For further information please contact me on 0428 219 410 or by email a.leckie@nirw.org.au.

Yours sincerely,

A. Leckie

Alison Leckie
Program Coordinator

cc The Hon. Sophie Cotsis MP, Minister for Industrial Relations, and Minister for Work Health and Safety canterbury@parliament.nsw.gov.au

17.3 MR357 - RANGARI ROAD UNSEALED SECTION STATUS

Responsible Officer: **Eloise Chaplain, Director Infrastructure Delivery**

Author: **Michael Cain, Manager Road Services**

Attachments: **None**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader for the community

Objective 4.3 A resilient and sustainable Council

Strategy 4.3.3 Deliver reliable and quality services through innovation and continuous improvement

EXECUTIVE SUMMARY

The following report details current usage and cost for Rangari Road unsealed section.

RECOMMENDATION

1. **That Council receive and note report 'MR357 - Rangari Road Unsealed Section Status'.**

BACKGROUND

MR357 – Rangari Road is situated in the southeast of the shire and extends from the SH29 -Kamilaroi Highway east to the Shire Boundary and is approximately 25km in length. It is commonly known as Manilla Road and has seen a steady increase in traffic over the years particularly since mining operations have commenced and expanded.

Historically Council has chosen to not upgrade MR357 Rangari Road for various reasons (including costs), however the increase in traffic and associated maintenance works that are presently required are putting a strain on both budgets and workforce, as well creating community concern over continuously deteriorating surface conditions.

Council has completed various advocacy attempts with State Government regarding the upgrading of this road, the most recent of those in January 2024 with correspondence sent to both State and Federal members. Council staff have also applied for grant funding from the State however no success to date.

CURRENT SITUATION

Recently, Tamworth City Council and Gunnedah Shire Council completed a joint venture to seal the remaining sections of MR357 Rangari Road, within their boundaries. These grant funded upgrade works have been completed and the only unsealed section that remains is within Narrabri Shire Council Local Government Area (LGA), a length of approximately 10.5km.

Council is planning to upgrade the remaining unsealed section to a widened and sealed road as such, has allocated $200k in the upcoming operational budget to cover all preliminary studies, survey and

detailed designs. This will allow Council to be in a 'shovel ready' position if suitable funding opportunities present themselves.

Traffic Counts

Traffic Data has been obtained recently which has confirmed that traffic has steadily increased with the most recent jump being since the completion of the upgrade works immediately to the east of the shire boundary. It is also interesting to note that traffic has decreased coming from the Kamilaroi Highway. This indicates that traffic is utilising Council roads as opposed to the State Highway. Further counts will continue to be obtained on a regular basis.

Traffic Data was captured in three locations,

1. Shire Boundary,
2. Existing end of bitumen (10.5km west of Shire Boundary)
3. 100m west of the Kamilaroi Highway.

Traffic volumes are listed below (Average Daily Traffic).

1. Shire Boundary - ADT 156
2. Existing end of Bitumen (10.5km west of Shire Boundary) – ADT **301**
3. 100m west of Kamilaroi Highway – ADT **232**

The three separate counters also all showed that peak times for traffic were from 5am-6am in the morning and 5pm-6pm in the afternoon.

Historic Data was available from a similar location to the End of Bitumen with results as follows,

2014 – ADT 184

2018/19 – ADT 220

2022 – ADT 144*

Historic Data was also available for the location in close proximity to the Kamilaroi Highway.

2006 – ADT 218

2008 – ADT 260

2009- ADT 324

2011 – ADT 404

2019 – ADT 320

2022 – ADT 214*

*Denotes data affected due to flooding condition and road closures

The new data has been reviewed and applied to the methods adopted in the Road Hierarchy Policy. The results categorise the road as Class A, with the road remaining in the top ten priority roads within the LGA.

Maintenance Works

2022/23 Financial Year maintenance expenditure for grading of the unsealed section, 10.5km, of MR357 was $104,223.

2023/24 Financial Year (YTD) expenditure for grading the unsealed section of MR357, 10.5km, is currently at $112,818. This increase in works clearly shows the demand required for maintenance works to keep up with the increase in traffic volumes.

FINANCIAL IMPLICATIONS

Council receives funding from the BLOCK grant annually, with this current year's allocation being $1.234M. BLOCK money is to be spent on Regional Roads *only* and used across both operational and capital budgets. It is required to be spread across all Council's Regional Roads. The below table shows a breakdown of Regional Roads.

	Length (m)	Length (km)
Regional Total	168,016	168
Regional Sealed	128,858	129
Regional Unsealed	39,158	39

Table 1 Regional Roads Surface Type

Typically, Council allocates around $400k to capital renewals annually, in the form of either gravel re-sheeting, re-seals or rehabilitation works. The balance makes up the operational budget for regional roads (~$800k).

Applying current unit rates from recently tendered projects in the area, the upgrade of Rangari Road (10.5km section) is expected to cost in the proximity of $10.5M to complete. Once all preliminary studies and detailed design are complete, a more comprehensive estimate will be available.

Indicative Ongoing Costs if Rangari Road Were Sealed

The below is an estimate of on-going costs, if Rangari Road were upgraded to a sealed road. The costs and indicative timeframes shown are high level estimates and don't factor in inflation.

- Annual Maintenance Costs
  - $10,000-20,000/ year
- Reseals completed every 10 years
  - $30,000/km (i.e. $315,000)
- Rehabilitations completed every 20-25 years
  1. $300,000-400,000/ km (i.e. $3.15 - $4.2M)

If Council were to obtain a loan to upgrade the road compared to grant funding, depreciation and loan repayment (10-year term) costs would be in the order of $1.7M per year. This is a high-level estimation of annual costs.

STATUTORY AND POLICY IMPLICATIONS

Roads Act 1993 (NSW).

CONSULTATION

External Consultation

- Nil

Internal Consultation

- Road Services
- Financial Services

17.4 TURRAWAN AND OLD NARRABRI ROAD INTERSECTION AND ROAD UPGRADE PROJECT

Responsible Officer: **Eloise Chaplain, Director Infrastructure Delivery**

Author: **Eloise Chaplain, Director Infrastructure Delivery**

Attachments: **None**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader 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 summarises the status on matters raised from a resident in relation to the Turrawan and Old Narrabri Road Intersection Upgrade Project.

RECOMMENDATION

1. **That Council receive and note the report 'Turrawan and Old Narrabri Road Intersection and Road Upgrade Project'.**

BACKGROUND

Council received funding in Resources for Regions Round 9, for project Old Narrabri Road and Turrawan Road Intersection re-alignment and upgrade of 1.3km of Old Narrabri Road, of $1.75M. The project works includes the re-alignment of the intersection of Old Narrabri Road and Turrawan Road and the reconstruction and sealing of 1.3km of gravel road, which includes pavement strengthening sealing and widening to accommodate heavy vehicles use and dual passage, drainage improvement works associated with culverts and swale drains, and minor modifications to levels.

Project works commenced in November 2023. The works are now completed with Practical Completion being awarded on 16 May 2024.

On 11 March 2024 a landholder, who owns property adjacent to the site works approached Council's Project Manager to discuss the project and made representations in respect of the below:

- When riverbank is broken water generally runs south / southwest. Increase in road height throughout may prevent water from getting away and potentially cause a breach of his levee bank around his house.
- Southbound water will be forced east by the significant rise in road heights in the vicinity of the intersection potentially increasing flood heights and / or duration of flooding in the vicinity of the property

At the April 2024 Ordinary Council Meeting the below minute was recorded.

13.3 INFRASTRUCTURE DELIVERY STATUS REPORT - MARCH 2024

MINUTE 061/2024

Moved: Cr John Clements Seconded: Cr Greg Lamont

1. **That Council receive and note the Infrastructure Delivery Status Report for March 2024.**
2. **That a report be provided into the matters raised by Mr Hatton with specific focus on changes in land form and drainage and any result in the increase in water inundation impacts on his property.**

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

Against: Nil

Not Present: Crs Robert Browning and Catherine Redding

CARRIED 7/0

CURRENT SITUATION

The below details a summary of events from this time.

On 20 March 2024 the Director of Infrastructure (DID) received an email from, the interested landholder, detailing the issues noted above.

After discussing with Flood Consultants for clarification, the DID contacted the resident detailing that Council staff will commission an independent consultant to complete a flood impact assessment upon completion of the construction.

On 28 March 2024 the Project Manager was directed to engage a flood consultant and commenced the procurement process.

On 30 April 2024 Council held its Ordinary Council Meeting where the landholder participated in public access time prior to the scheduled meeting reiterating the above concerns and the above minute was recorded.

On 2 May 2024 WRM Consulting advised that there is no data in the area and significant works would be required to be undertaken, the new cost estimation being ~$20k. Due to this as per Council's Procurement Policy another quote is required to be obtained. This is currently being sought from another suitably qualified and experienced provider in Alluvium Consulting.

Council is committed to undertaking the flood impact assessment and evaluating its recommendations once this assessment has been completed.

There are sufficient funds in the current budget to facilitate this assessment.

FINANCIAL IMPLICATIONS

As detailed in the report, ~$20,000.

STATUTORY AND POLICY IMPLICATIONS

Roads Act 1993 (NSW).

CONSULTATION

External Consultation

- Metis Engineering.

Internal Consultation

- Road Services.

18.1 PLANNING AND DEVELOPMENT REPORT - APRIL 2024

Responsible Officer: **Donna Ausling, Director Planning and Sustainability**

Author: **Michelle Henry, Manager Planning and Development**

Attachments:
1. **April 2024 Planning Status Report**
2. **Development Reporting Stats April 2024**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader 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 April 2024.

RECOMMENDATION

1. **That Council receive the Planning and Development Report for April 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 April 2024 **(Attachments 1 & 2).**

CURRENT SITUATION

Building Services:

- Two (2) new Construction Certificate applications were lodged during the period reported (April 2024).
- Three (3) Construction Certificates were issued during the month of April 2024.
- The average processing time for the period reported was 30 days – an improvement on the previous month, 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 in the building certification area continue to be utilised as necessary. Consultation with Council's People and Values team in relation to recruiting a

cadet/trainee building surveyor role continue with a position description currently being drafted.

- No Local Approvals for Manufactured homes 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 $702,386.00 were determined during April 2024.
- The average processing time for Development Applications for the reported period is 23 days, from the receipt of all required information. This is within the legislated guidelines.
- A total of eight (8) new development applications, with a total capital investment value of $356,000.00 were lodged in April 2024.
- Following an interview process, the successful candidate for the Assistant Planner role has been retained and will commence with Council on Monday 22 April 2024.
- Council's Development Systems Officer (DSO) role has been advertised and interviews with successful candidates have been held. Following satisfactory completion of a medical by the preferred candidate an offer of employment will be made.

Current Projects:

- The Crown/RFS endorsed the amended conditions for the Namoi Gwydir Fire Control Centre development application and the Northern Regional Planning Panel determined and approved the application on 7 May 2024. The decision was unanimous. Details of the approved application can be obtained on the NSW Planning website via the following link https://www.planningportal.nsw.gov.au/planning-panel/namoi-gwydir-fire-control-centre
- The Development Application for the Boggabri Coal (Idemitsu Renewable Developments) Merriown Solar Farm was recently presented to the Regional Planning Panel in a briefing meeting held on 17 April 2024. A determination hearing has been tentatively scheduled for 12 June 2024.

Artificial Intelligence Early Adopter Grant Program:

The Artificial Intelligence (AI) Early Adopter Grant Program is a competitive, application-based grant program open to all eligible NSW councils. It aims to improve development application pre-lodgement processes through the use of AI solutions. The Department of Planning, Housing and Infrastructure has established an *"AI Solutions Panel"* made up of 3 suppliers that comply with relevant NSW Government AI policies, and, as such have been approved as the only suppliers for the grant program.

Council Staff have met with all three AI solution providers and identified that only one would potentially align with the needs of a smaller rural/regional council. Further research was undertaken and it is staff's opinion, that at this time, the AI solutions available do not provide any significant benefit to Council's processes. Contact was also made with other neighbouring regional council areas including Tamworth, Moree, Gwydir, Walgett, Gunnedah, Coonamble and Warrumbungle seeking feedback on their investigations of the program. Of these, four councils provided feedback saying that they were not pursuing the program or had not looked into it any further.

Whilst initial grant funding (if council was successful in the application process) would cover the implementation/set up of the AI solution and first year subscription costs, there would be an ongoing monthly subscription fee required for the solution totalling $36,000.00 per year, there is currently no scope in the budget for this ongoing commitment.

Other non-financial costs to council include staff resources to support supplier activities, which include the provision of:

- legal and governance staff resources for matters relating to Council policy,
- systems and IT staff resources for matters relating to Council system configuration and feedback/review on solution design and implementation,
- GIS staff resources for sourcing and exporting/making available of data and mapping layers as required,
- Planning and development staff resources for both initial and acceptance testing processes and training in the solution.

Having regard to the above it is therefore considered that it is not in Council's best interest to pursue the AI Early Adopters Grant Program at this time, due to ongoing costs and significant staff resourcing that would be required. Further review and investigation may be undertaken in future once the program is better established and early adopter Council's can provide feedback and support.

Floodplain Risk Management Advisory Committee:

Date for the next FRMAC meeting is to be confirmed.

FINANCIAL IMPLICATIONS

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

Internal Consultation

- Planning and Development section.
- Grants team.

External Consultation

- Northern Regional Planning Panel.
- Department of Planning, Housing and Infrastructure (DPHI).
- DPHI AI solutions panel
- Moree Plains Shire Council, Gwydir Shire Council, Walgett Shire Council, Tamworth Regional Council

Planning and Development – Status Report – April 2024

Development and Planning

Development Applications (DA)					
Development Applications lodged and determined					
	Number Applications YTD	**Year-to-date Value $**	**April 2024 No. of Applications**	**April 2024 Value $**	**Average days determination**
Applications lodged	77	$76,359,282	8	$356,000	-
Applications determined	106	$28,244,871.15	9	$702,386	11
Applications awaiting determination			6	$52,689,414	-

Development Applications lodged by type				
	Year-to-date Total	**Year-to-date Value $**	**April 2024 Total**	**April 2024 Value $**
Dwellings/Dual Occupancy	18	$10,935,135	1	$85,000
Sheds	14	$1,654,563	2	$90,000
Commercial	6	$7,435,495	-	-
Industrial	3	$15,100,570	-	-
Subdivision	9	$1,097,000	-	-
Tourism Development	0	0	-	-
Modifications	9	$1,865,532	2	$17,000
Others	17	$13,285,562	3	$164,000
Infrastructure/Solar/Pond	1	$25,345,425	-	-
Total	**77**	**$76,359,282**	**8**	**$356,000**

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**	**$3,172,037**	**37**
October	18	$5,198,636	8	$16,948,932	34
November	12	$1,668,410.00	10	$6,757,186.00	31
December	5	$1,298,800.00	5	$903,500.00	34
Total Q2	**35**	**$8,165,846.00**	**23**	**$24,609,600**	**33.3**
January	11	$7,037,637	6	$38,421,121	31
February	9	$2,283,563	6	$2,216,400	40
March	11	$3,963,543	5	$1,571,643	23
Total Q3	**31**	**$13,284,743**	**17**	**$42,209,164**	**32**
April	9	$702,386	8	$356,000	11
May					
June					
Total Q4	**9**	**$702,386**	**8**	**$356,000**	**11**
YTD Total	**106**	**$28,244,871.15**	**77**	**$76,359,282**	**28**

Average Employee Cost Per Application Determined – Development Applications	
	YEAR TO DATE
Planning Budget	$167,869.00
Number of employees	2
Total number of applications decided to date (Total applications determined to date)	106
Average employee cost per application determined	**$1,583.00**

Construction Certificates (CC)

Construction Certificates lodged and determined

	Number CC Applications YTD	YTD Value $	April 2024 No. of CC	April 2024 Value $	Average days determination
Council lodged	29	$5,228,389	2	$78,500	-
Council determined	39	$5,543,588	3	$444,960	30
Construction Certificate Determined within 20 days	-	-	-	-	33%
Construction Certificates awaiting determination			21	$4,444,863	-

Construction Certificate lodged by type for April

	Private Certifier	Council	April 2024 Total	April 2024 Value $
Dwelling	0	0	0	0
Shed/Garage	1	1	2	$18,500
Commercial	0	0	0	0
Industrial	0	0	0	0
Alteration/additions to dwelling	0	0	0	0
Others	0	1	1	$60000
Total	**1**	**2**	**3**	**$78500**

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	$8000	17
December	2	$17,000	0	0	56.5
Total Q2	**6**	**$713,000**	**3**	**$47,000**	**36.5**
January	5	$645,000	4	$1,259,653	55
February	3	$214,582	3	$145,000	88.3
March	7	$644,790	1	$389,400	60
Total Q3	**15**	**$1,504,372**	**8**	**$1,794,053**	**67.76**
April	3	$444,960	2	$78,500	30
May					
June					
Total Q4	**3**	**$444,960**	**2**	**$78,500**	**30**
YTD Total	**39**	**$5,228,389**	**29**	**$5,228,389**	**42.32**

Average Employee Cost Per Application Determined – Construction Certificate	
	YEAR TO DATE
Building employee budget	$95,185.00
Number of employees	1
Total number of CC applications determined to date	39
Average employee cost per application determined	**$2,440.00**

Inspections	
Type of Inspections	**Number**
Footing	4
Framing	3
Final	1
Wet area	2
Stormwater	1
External Drainage	1
Internal Drainage	2
Site Inspections	6
Swimming Pool	2
Other	-
Total	**22**

Occupation Certificates		
	Lodged	**Issued**
Council	1	1
Private Certifiers	-	-
Total	**1**	**1**

Swimming Pool Compliance Inspections					
Application Number	**Date Lodged**	**Inspected (including re-inspections)**	**NOI/Direction Issued**	**Non-Compliance Issued**	**Certificate of Compliance Issued**
SPCC2024/0020	10/04/2024	15/4/24	-	-	15/4/24
SPCC2024/0014	14/03/2024	17/4/24	-	-	18/4/24

Building Unit CCs lodged for April (status current ie paid)							
Application ID	**Status**	**Primary Property**	**Full Details**	**Value $**	**Date Lodged**	**Decision Date**	**Number of Business Days**
CC2024/0020	Current	543 Old Gunnedah Road NARRABRI NSW 2390	Secondary Dwelling	$800,000	10/04/04	-	15
CC2024/0048	Current	20 Droubalgie Street NARRABRI NSW 2390	Construction of double carport	$12,000	10/04/24	-	15
CC2024/0051	Current	42 Maitland Street NARRABRI NSW 2390	Construction of a 12mx6m carport on piers	$9160.00	11/04/24	-	14
CC2024/0052	Current	44 Gibbons Street NARRABRI NSW 2390	Construction of 6m x 13m shed	$18,500	11/04/24	-	14
CC2024/0055	Current	124 Barwan Street NARRABRI NSW 2390	Installation of pool - 9mx4.4m	$60,000	22/04/24	-	7

Planning Unit DAs Lodged for April							
Application ID	**Status**	**Primary Property**	**Full Details**	**Value $**	**Date Lodged**	**Decision Date**	**Number of Days**
DA2024/0086	Past	21 Belar Street BELLATA NSW 2397	6x7m garage use to store tools	$10,000	21/03/24	04/04/24	15
DA2024/0091	Past	71 Lynn Street BOGGABRI NSW 2382	Relocation of a transportable dwelling at Lot B in DP 375282, 71 Lynn Street, Boggabri.	$85,000	10/04/24	30/04/24	20
DA2024/0087	Past	49 Riverside Drive NARRABRI NSW 2390	Other Residential AltsAds Outbuilding/Ancillary	$80,000	04/04/2024	11/04/2024	7
DA2024/0089	Past	14454 Newell Highway EDGEROI NSW 2390	Adding extra land to demolition work	$30,000	09/04/2024	29/04/24	20
DA2024/0090	Past	LUDOWICI PARK 54 Alma Street WEE WAA NSW 2388	Demolition of Wee Waa Tennis Club	$74,000	10/04/24	17/04/24	7
DA2024/0092	Past	124 Barwan Street NARRABRI NSW 2390	Installation of pool - 9mx4.4m	$60,000	10/04/24	15/04/24	5

Floodplain Risk Management Advisory Committee	
Meeting Date	**Minutes**
Next meeting : 06 June 2024	

Development Services Statistics as at: 31 April, 2024

* Year to Date = Financial Year

Development Applications (DAs)

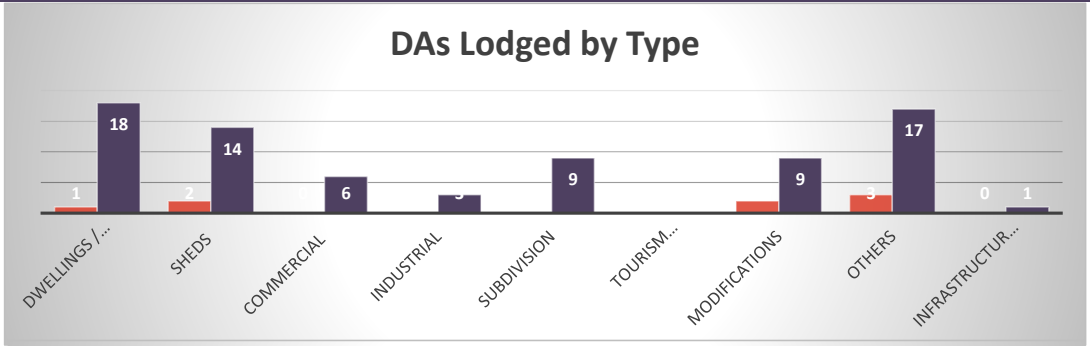
Development Applications Lodged and Determined - Year to Date*				
	April Value ($)	April (DAs)	Year to date Value ($)	Year to date Total (DAs)
Applications Lodged	$ 356,000	8	$ 76,359,282	77
Applications Determined	$ 702,386	9	$ 28,244,871.15	**106**
Yet to be Determined	$ 52,689,414	6	$ 52,689,414	6
Avg days for determination	11			

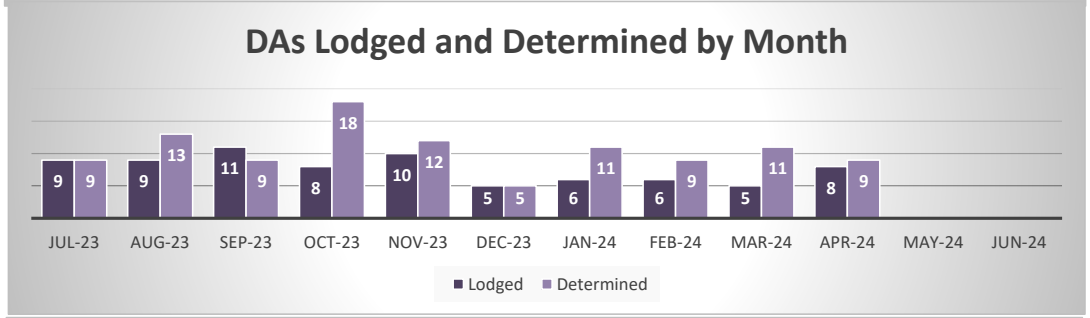
Development Applications lodged and determined - Year to Date*				
	April Value ($)	April (DAs)	Year to date Value ($)	Year to date Total (DAs)
Dwellings / Dual Occupancy	$ 85,000	1	$ 10,935,135	18
Sheds	$ 90,000	2	$ 1,654,563	**14**
Commercial	$ -	0	$ 7,435,495	6
Industrial	$ -	0	$ 15,100,570	**3**
Subdivision	$ -	0	$ 1,097,000	9
Tourism development	$ -	0	$ -	**0**
Modifications	$ 17,000	2	$ 1,865,532	9
Others	$ 164,000	3	$ 13,285,562	**17**
Infrastructure / Solar / Pond	$ -	0	$ 25,345,425	1
Total	**$ 356,000**	**8**	**$ 76,719,282**	**77**

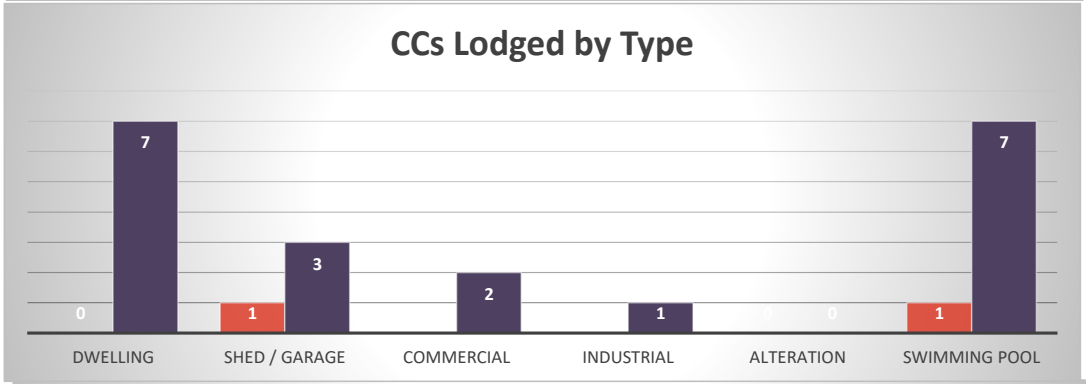
Construction Certificates (CCs)

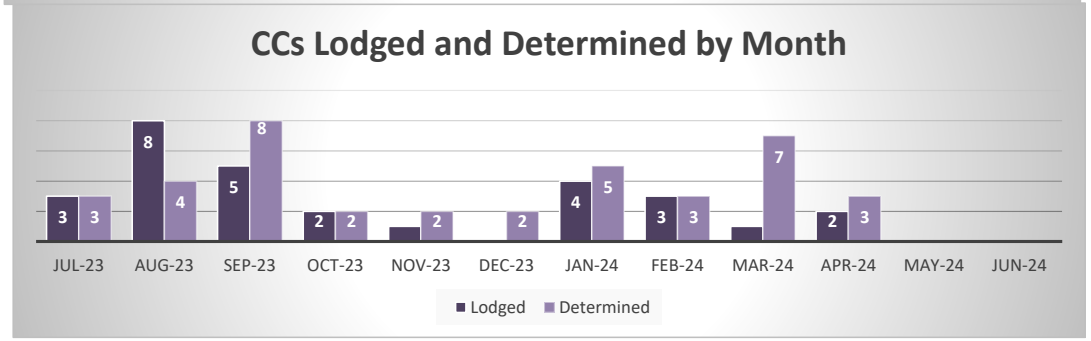
Construction Certificates Lodged and Determined - Year to Date*				
	April Value ($)	April (CCs)	Year to date Value ($)	Year to date (CCs)
Applications Lodged	$ 78,500	2	$ 5,228,389	29
Council Determined	$ 444,960.00	3	$ 5,466,688	**39**
Private Certifier Determined	$ -	0	$ 558,230	2
Yet to be Determined	$ 4,444,863.00	21	$ 26,081,844	**21**
Avg days for determination	30			

Construction Certificates lodged - Year to Date*				
	April Value ($)	April (CCs)	Year to date Value ($)	Year to date (CCs)
Dwelling	$ -	0	$ 4,143,220	7
Shed / Garage	$ 18,500	1	$ 143,000	**3**
Commercial	$ -	0	$ 301,560	2
Industrial	$ -	0	$ 22,000	**1**
Alteration	$ -	0	$ -	0
Swimming Pool	$ 60,000	1	$ 211,000	**7**
Total	**$ 78,500**	**2**	**$ 4,820,780**	**20**









18.2 REGULATORY COMPLIANCE REPORT - APRIL 2024

Responsible Officer: **Donna Ausling, Director Planning and Sustainability**

Author: **Landon Brady, Manager Regulatory Compliance**

Attachments:
1. **Comapanion Animal KPI Report - April 2024**
2. **Environmental KPI Report - April 2024**
3. **Penalty Infringement KPI Report - April 2024**
4. **Biosecurity KPI Report - April 2024**

STRATEGIC LINK

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 April 2024.

RECOMMENDATION

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

CURRENT SITUATION

Companion Animals:

- Companion animal complaints have continued to remain constant month on month. The afterhours patrolling and the proactive education and community awareness-raising is ongoing, including a targeted responsible pet ownership coupled by Council's targeted desexing program.

- The pressure on rescue availability is easing slightly with the reopening of rescues but still means that Council is trying to innovate new ways of moving animals on. Following a recent ABC radio, a possible partnership with Tamworth Regional Council may be coming to fruition to assist as a 'transit' centre for many of our animals' finding rescues on the coast. Council is awaiting the outcomes of the Parliamentary Inquiry into NSW

Pounds which is expected to be finalised by July 2024 and the Team hopes for tangible outcomes to arise, as the current legislative impositions are less than sustainable.

- Dog attacks continue to increase across the shire. Compliance Officers are continuing to work with the community on responsible pet ownership through engagement activities, as well as enforcement action against those owners responsible. The Team will continue after hours patrols, penalties and education and are exploring the options of bringing in some specialist advice on reducing stray and dangerous dogs in our communities.

- 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, particularly within the community of Wee Waa.

- The $20,000 allocation of funding for the desexing of 34 dogs in the shire at a subsidised cost for residents was so successful we hope that the budget can be implemented each year going forward. The Compliance Team aims to target areas of the Shire where straying and abandoned dogs and resulting dog attacks are a recurring issue.

Regulatory Compliance:

- Abandoned vehicles and illegal dumping complaints hold a major concern by community members and Council stakeholders. The Regulatory Compliance team have started discussions with other stakeholders of concern to initiate a multiagency response to a rising community concern. Stakeholders include Crown Lands, Local Land Services, ARTC, National Parks and TfNSW. We hope that these discussions result in a formal MOU that guides how we all manage the growing issue.

- A consistent approach to parking compliance in the CBD will continue to ensure we are maintaining adequate access to our town's amenities for all members of our community.

- Overgrown property complaints have decreased due to the incoming cooler weather however there is always a consistent concern for health and safety as well as neighbourhood aesthetic which is seen as a positive to our team and the wider community. The pile burning season has officially started and the Regulatory Compliance team will endeavour to process as many burning permits as possible to ensure landowners are being proactive about reducing vegetation in time for the warmer months and subsequent fire season.

Biosecurity:

- There were 47 high risk inspections completed during April as the conditions for weed growth lessen in cooler weather. These inspections will continue to remain low during the winter months which will allow the team to work on grant applications, community engagement and program planning for the new financial year.

- 97 Private property inspection were completed during the last reporting period, as control work on high-risk pathways begins to taper off the team can allocate more time to our landholders across the shire.

- Baan Baa and Pilliga community event nights have continued as the first of a string of Biosecurity engagement activities for 2024. The Team partnered with Forestry and Landcare to complete aerial inspections of the Pilliga for the incoming threat of Harrissia cactus.

Compliance Updates and Ongoing Matters:

- Parking enforcement continues to be carried out in response to further complaints from community members following our extensive community education surrounding parking in the CBD over the Christmas break earlier in the year.

- 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 fulfil their regulatory role without struggling for resourcing. The outcome is expected to be released in July 2024.

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.

Companion Animals Reporting	Mar-24	Q3 23/24	Apr-24	May-24	Jun-24	Q4 23/24	Total
Number of Companion Animals Impounded	27	76	17	0	0	17	145
Dogs	22	49	10			10	93
Cats	5	27	7			7	52
Number of Companion Animals Registered	9	25	4	0	0	4	65
Dogs	8	22	4			4	61
Cats	1	3	0			0	4
Number of Companion Animals Rehomed	10	28	8	0	0	8	68
Dogs	9	20	3			3	40
Cats	1	8	5			5	28
Number of Companion Animals Released to Owner	7	15	7	0	0	7	29
Dogs	6	14	7			7	29
Cats	1	1	0			0	0
Number of Companion Animals Euthenaised	3	10	0	0	0	0	17
Dogs	2	8	0			0	16
Cats	1	2	0			0	1
Number of Feral Animals Euthenaised	1	11	2	0	0	2	15
Dogs	0	0	0			0	0
Cats	1	11	2			2	15
Method of Canine Impoundment	22	49	10	0	0	10	92
Patrolling	4	12	2			2	27
Surrenders	9	11	0			0	10
Handed in to Council (Pre-caught prior to impoundment)	8	23	1			1	46
Seized	1	3	7			7	9
Method of Feline Impoundment	5	27	7	0	0	7	52
Council Trapping Operations	0	1	0			0	1
Handed in to Council (Stray - Privately caught/trapped)	4	13	5			5	32
Handed in to Council (Feral - Privately trapped)	1	11	2			2	15
Surrenders	0	2	0			0	4
Complaints Received by Council	63	177	69	0	0	69	380
Dogs	52	136	51			51	316
Cats	11	41	18			18	64
Average Time to Respond (in Days) - Companion Animal Complaints	0	0	0	0	0	0	0
Dogs		0				0	0
Cats		0				0	0
Number of Animals Microchipped by Council	23	36	12	0	0	12	36
Dogs	14	21	12			12	26
Cats	9	15	0			0	10
Animals Rehomed through Council	1	1	0	0	0	0	0
Dogs	1	1	0			0	0
Cats	0	0	0			0	0
Cats Trapped by Council	0	1	0	0	0	0	1
Stray	0	0	0			0	0
Feral	0	1	0			0	1
Owned	0	0	0			0	0
Number of Dog Attacks Reported to Council	9	18	9			9	39
Orders Issued	3	8	6	0	0	6	12
NOI to Issue Nuisance Dog Orders Issued	3	3	2			2	5
Number of Nuisance Dog Orders Issued	1	1	4			4	1
NOI to Issue Menacing Dog Orders Issued	1	2	1			1	2
Number of Menacing Dog Orders Issued	0	1	2			2	1
NOI to Issue Dangerous Dog Orders Issued	2	7	1			1	5
Number of Dangerous Dog Orders Issued	2	6	0			0	10
Companion Animal Inspections							0
Initial Inspections	11	31	14			14	20
Follow up inspections	6	9	2			2	3

Environmental Reporting	Mar-24	Q3 23/24	Apr-24	May-24	Jun-24	Q4 23/24	Total
Illegal Dumping Complaints Received	3	6	2			2	19
Illegal Dumping - Average Time to Respond		0	0			0	0
Illegal Dumping - Initial Inspection	3	5	1			1	14
Illegal Dumping - Clean Up Orders Issue	0	0	0			0	0
Illegal Development/Construction Complaints Received	1	3	1			1	12
Development/Construction Complaints - Initial Inspection Completed	0	5	4			4	15
Emergency Orders Issued	0	2	0			0	6
Construction Complaints - Stop Work Orders Issued	0	1	0			0	4
NOI to Issue DCO	0	0	0			0	3
Development Control Orders Issued	0	0	0			0	3
Illegal Camping Complaints	0	0	1			1	5
Illegal Camping Complaints - Move Alongs Issued	0	0	0			0	1
Abandoned Vehicles	1	8	4			4	13
Abandoned Vehicles - Initial Inspection/NOI	1	8	2			2	18
Abandoned Vehicles - Follow Up Inspection	1	8	1			1	20
Abandoned Vehicles - Vehicles Towed to Holding Yard	0	1	0			0	4
Abandoned Vehicles - Disposed/Tendered	2	2	0			0	7
Overgrown/Waste on Property Complaints Received	3	14	2			2	31
Overgrown/Waste on Property Complaints - Inspections Completed	3	13	2			2	28
Overgrown/Waste on Property Complaints - Average Time to Respond (Days)		0				0	0
Overgrown/Waste on Property Complaints - Initial Inspections	3	11	2			2	23
Overgrown/Waste on Property Complaints - Initial Courtesy Call/Letter	1	13	0			0	20
Overgrown/Waste on Property Complaints - Follow Up Inspection	5	16	4			4	50
Overgrown/Waste on Property Complaints - NOI Sent	1	4	1			1	16
Overgrown/Waste on Property Complaints - Order 21 Issued	0	0	0			0	3
Order 11 Issued	0	0	0			0	0
Order 22 Issued	0	1	0			0	3
Order 27 Issued	0	0	0			0	0
Order 12	0	0	0			0	0
Burning Permits	0	0	0			0	0
Burning Permits - Requests Received	1	1	0			0	6
Burning Permits - Inspections	1	1	0			0	5
Burning Permits - Approvals Issued	1	1	0			0	6
Burning Complaints Received	0	0	0			0	0
Section 68 Applications		0				0	0
s 68 - Septic Inspections Completed	0	4	0			0	7
s 68 - Septic Approvals to Install Issued	3	4	2			2	17
Approval to Operate Issued	0	7	2			2	12
s 68 - Septic Quarterly Reports Registered	32	166	78	12		90	478
Commissioning Certificate	0	1	0			0	1
Stormwater Complaints Received	0	0	0			0	0
Liquid Trade Waste Inspections	0	0	0			0	0
Request for further information issued	0	4	1			1	5
Pollution Complaints	0	0	1			1	4
Inspection completed	0	0	1			1	2
Action required	0	0	0			0	1
Parking Complaints	4	4	1			1	17
Inspection completed	2	2	1			1	14
Action required	1	1	0			0	10
General Parking Inspections Completed	8	53	9			9	62
Noise Complaints	0	0	0			0	3
Inspection completed	0	0	0			0	1
Action required	0	0	0			0	0
Septic Complaints	1	1	0			0	0
Inspection completed	0	0	0			0	5
Action required	0	0	0			0	2
Food Inspections - Annual Inspections	0	9	8			8	18
Food Complaints - Complaints	1	4	0			0	9
Food Complaints - Inspections	1	5	0			0	13
Food Complaints - Average time to Respond (days)		0				0	0
Improvement Notices Issued	0	0	0			0	1
Warning Letter	0	1	0			0	1
Prohibition Orders Issued	0	0	0			0	0
Clearence Certificates Issued	1	1	0			0	1
Underground Petroleum Inspections Completed (6-monthly)	0	0	0			0	0
Impounding Act - Non Companion Animals		0				0	0
Non-Companion Animal Complaints	3	6	2			2	29
Non-Companion Animal Inspections	1		0				
Non-Companion Animal Impounding	0	0	0			0	18
Direction 28 - PSUP	0	1	0			0	1
Hair Dresser - Annual Inspections	0	0	0			0	0
Beauty Salons/Skin Penetrations - Annual Inspections	0	0	0			0	0
Swimming Pools - Annual Inspections	0	0	3			3	11
Swimming Pool Complaints	0	0	0			0	0

PIN Issued	Mar-24	Q3 23/24	Apr-24	May-24	Jun-24	Q4 23/24	Total
Companion Animals - Dogs	6	15	3			3	36
Companion Animals - Cats	0	0	0			0	0
Parking	57	108	2			2	116
Overgrown Properties	0	1	0			0	1
Illegal Dumping	0	0	0			0	2
Public Health Related	0	0	0			0	0
Development	0	0	0			0	0
Abandoned Vehicles	1	1	0			0	3
Livestock	0	0	0			0	1
Litter	0	0	0			0	0
Land contamination	0	0	1			1	1
Food safety	0	0	0			0	0
Swimming Pools	0	0	0			0	0

Parking blitz conducted

Reporting Measure	Mar-24	Q3 2023	Apr-24	May-24	Jun-24	Q4 2023	Total
Number of Roadside Hectares Inspected	1640.3	7324.09	1040			1040	23678.74
Number of Individual Properties Inspected	16	155	97			97	797
Number of High Risk Sites Inspected	64	236	47			47	675
Number of Biosecurity Programs Run	1	8	2			2	17
Weeds monthly and quarterly reporting (performed in accordance with the Biosecurity Act 2015 (NSW)	2	4	1			1	13

18.3 COMMUNITY ADVOCACY OPPORTUNITIES - MAY 2024

Responsible Officer: **Rob Williams, General Manager**

Author: **Donna Ausling, Director Planning and Sustainability**

Attachments:

1. **NSW Legislative Council Inquiry into the Ability of Local Government to Fund Infrastructure and Services - Final Submission**
2. **House of Representatives Inquiry into Local Government Sustainability - Draft Submission**
3. **NSW Emergency Services Levy Reforms - Submission**
4. **LGNSW Annual Conference 2023 Resolutions Report**
5. **Legislative Assembly Committee on Law and Safety Inquiry into Community Safety in Regional and Rural Communities - Draft Submission**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader 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

Council is regularly invited to make formal submissions in relation to various hearings and inquiries. This Report provides details of the associated consultations and engagement along with prospective organisational submissions for Council's further consideration and feedback.

RECOMMENDATION

1. **That Council receive and note the Report on May 2024 community advocacy opportunities.**
2. **That Council endorse the draft organisational submission on the House of Representatives Standing Committee on Regional Development, Infrastructure and Transport - Inquiry into Local Government Sustainability.**
3. **That Council receive and note the submission made to the NSW Legislative Council Standing Committee on State Development – Inquiry into the Ability of Local Governments to Fund Infrastructure and Services.**
4. **That Council receive and note the submission made to the Emergency Service Levy (ESL) Reforms Discussion Paper.**
5. **That Council endorse the draft submission to the NSW Legislative Assembly's Inquiry into Community Safety in Regional and Rural Communities.**

BACKGROUND

As detailed previously, Council is regularly invited to make formal submissions in relation to various hearings and inquiries. This Report provides details of the associated consultations and engagement along with prospective organisational submissions for Council's further consideration and feedback.

CURRENT SITUATION

Legislative Council Standing Committee on State Development – Inquiry into the Ability of Local Governments to Fund Infrastructure and Services

As detailed in the report to the April 2024 Ordinary Council Meeting, an Upper House inquiry has been established to inquire into the ability of local government to fund infrastructure and services. The inquiry terms of reference are reproduced as follows and are also contained on the Committee's website:

https://www.parliament.nsw.gov.au/committees/inquiries/Pages/inquiry-details.aspx?pk=3040

That the Standing Committee on State Development inquire into and report on the ability of local governments to fund infrastructure and services, and in particular:

(a) the level of income councils require to adequately meet the needs of their communities
(b) examine if past rate pegs have matched increases in costs borne by local governments
(c) current levels of service delivery and financial sustainability in local government, including the impact of cost shifting on service delivery and financial sustainability, and whether this has changed over time
(d) assess the social and economic impacts of the rate peg in New South Wales for ratepayers, councils, and council staff over the last 20 years and compare with other jurisdictions
(e) compare the rate peg as it currently exists to alternative approaches with regards to the outcomes for ratepayers, councils, and council staff
(f) review the operation of the special rate variation process and its effectiveness in providing the level of income Councils require to adequately meet the needs of their communities
(g) any other related matters.

The closing date for submissions was Friday 26 April 2024.

Staff Commentary:

Due to the consultation timeframes falling outside of Council meeting cycles, and LGNSW being unsuccessful in its efforts to obtain an extension for all NSW Councils, a staff-level submission was prepared. A copy of the submission made in this regard is enclosed at **Appendix 1**.

House of Representatives Standing Committee on Regional Development, Infrastructure and Transport - Inquiry into Local Government Sustainability

The House of Representatives Standing Committee on Regional Development, Infrastructure and Transport has commenced a new inquiry into local government sustainability. As part of this inquiry

the Committee will examine financial sustainability and funding frameworks of local governments, alongside changing infrastructure requirements and service delivery obligations. The Committee has advised that it is seeking to understand the challenges faced by local governments in servicing infrastructure requirements across regional, rural and remote locations.

Workforce shortages across Australia relating to infrastructure and other service areas more broadly, particularly in regional, rural and remote areas, will also be a focus of the inquiry. The inquiry will also inquire into the issues relating to skills development and job security, along with labour hire and retention trends and practices to identify barriers and opportunities to support job security and local government service delivery obligations.

Further information in relation to the inquiry is available from: https://www.aph.gov.au/Parliamentary_Business/Committees/House/Regional_Development_Infrastructure_and_Transport/Localgovernmentsustaina#:~:text=The%20Committee%20adopted%20an%20inquiry,the%20Hon%20Catherine%20King%20MP.

The submission due date has recently been extended to 31 May 2024.

The terms of reference for this inquiry are reproduced as follows:

> *The House of Representatives Standing Committee on Regional Development, Infrastructure and Transport will inquire into and report on local government matters, with a particular focus on:*
>
> - *The financial sustainability and funding of local government*
> - *The changing infrastructure and service delivery obligations of local government*
> - *Any structural impediments to security for local government workers and infrastructure and service delivery*
> - *Trends in the attraction and retention of a skilled workforce in the local government sector, including impacts of labour hire practices*
> - *The role of the Australian Government in addressing issues raised in relation to the above*
> - *Other relevant issues.*

Staff Commentary:

Further to the submission made to the recent NSW Inquiry, a draft submission has been prepared which is enclosed for the further consideration of Council at **Attachment 2**.

Review of the NSW Emergency Services Levy

Further to the Councillor Briefing Note issued in early May which provides context to the review, on 16 November 2023, the NSW Government announced its intention to reform how the state's emergency services are funded. The objectives of the reform program are as follows:

1. Reduce insurance costs for households by spreading the levy across all property owners.
2. Protect pensioners and vulnerable members of our community; and
3. Ensure a revenue-neutral model that sustainably funds emergency services agencies.

To assist in the review process, a consultation paper *Reforming the emergency services funding system* (10 April 2024), has recently been released and can be accessed via:

https://www.haveyoursay.nsw.gov.au/reforming-emergency-services-funding-system

The report notes that Council contributions to emergency services funding further complicates the current system. This is further compounded by previous unsuccessful and highly contentious attempts to reform the ESL, including the previous Fire and Emergency Services Levy (FESL) in 2018. By way of background, responses to the corresponding inquiry on the FESL held in 2018 are contained herewith:

https://www.parliament.nsw.gov.au/lcdocs/inquiries/2454/Final%20report%20-%20Fire%20and%20Emergency%20Services%20Levy%20-%20November%202018.pdf

-

As detailed in the consultation paper, the following design principles have been identified:

- ***Cost recovery:*** Any levy will be set at a level sufficient to fund the cost of emergency services, and only collect the revenue required to replace current funding sources for emergency services.
- ***Equity:*** A replacement levy would fairly distribute the funding of emergency services across all property owners. A replacement levy can also be considered equitable if property owners in similar circumstances pay the same levy liability (horizontal equity) and property owners with a higher capacity to pay contribute more towards the funding of emergency services than those with a lower capacity to pay (vertical equity).
- ***Efficiency:*** An efficient levy minimises the unwanted impacts on levy-payers' economic decisions while still raising the required revenue.
- ***Simplicity:*** A simple and transparent levy is easy to understand, with low compliance costs. A simple levy is also easy to calculate, easy to pay and minimises the time and effort levy-payers need to dedicate to ensure they met their obligations.
- ***Sustainability:*** There is an ongoing need for the provision of emergency services by the State Government. Given this, any mechanism put in place to fund the emergency services agencies should have the capacity to reliably provide sufficient funds over the long term.

To further assist in the review process, the NSW government has convened a stakeholder panel to guide the ESL reform program. Details of composition of this Panel is available from:

https://www.nsw.gov.au/media-releases/emergency-services-levy-reform

Staff Commentary:

From a local government sector standpoint, LGNSW has consistently campaigned against the ESL on behalf of its local government constituents. As part of the process, LGNSW has highlighted that the ESL represents cost shifting at its worst, given that it is imposed on Councils without any mechanism for local government to recover costs. The levy increase for NSW's 128 Councils in 2023/24 amounts to almost $77 million, with the total cost imposed on the local government sector increasing from $143 million in the current financial year to $219 million next year. This represents a 53.1% increase, which completely dwarfs the IPART baseline rate peg of 3.7% for 2023/24.

Over recent years, Council's contribution under the ESL has increased exponentially. During the COVID-19 pandemic, subsidies to the ESL were offered to Councils by the NSW government to provide financial relief. Table 2 below shows the commensurate financial impact on Narrabri Shire Council since introduction of the ESL:

Council Contributions to Emergency Services

	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	19/20	20/21	21/22	22/23	23/24
NSW Rural Fire Service	264,992.00	333,281.00	475,748.00	347,357.00	463,773.00	464,086.00	25.77%	42.75%	(26.99)%	33.51%	0.07%
NSW State Emergency Service	18,290.36	20,656.39	25,579.43	19,246.06	34,947.14	60,002.71	12.94%	23.83%	(24.76)%	81.58%	71.70%
Fire and Rescue NSW	81,381.00	89,282.00	99,696.00	92,398.00	105,512.00	124,270.00	9.71%	11.66%	(7.32)%	14.19%	17.78%
Total Contributions	*364,663.36*	*443,219.39*	*601,023.43*	*459,001.06*	*604,232.14*	*648,358.71*					
Less: OLG Subsidy received	-	(63,989.00)	(157,804.04)	(15,781.66)	(161,013.00)	-					
Net Value of ESL Contribution	**364,663.36**	**379,230.39**	**443,219.39**	**443,219.40**	**443,219.14**	**648,358.71**	**3.99%**	**16.87%**	**0.00%**	**0.00%**	**46.28%**

As detailed above, the ESL subsidy was removed in 2023/24 effectively without notice, creating significant financial pressure on Council's budget and operational arrangements at that time.

Council's contribution for the 2023/2024 financial year is $626,646.60.

It should be noted that the impact of such large increases on Council's finances will be particularly severe in the current financial reporting period as a result of the NSW government electing to remove the subsidy for ESL payments.

As foreshadowed in the recent Briefing Note, a submission has been made on the Discussion Paper and is enclosed for the information of Council at **Attachment 3**.

As part of the overarching review process, and following Council's submission being made, the NSW Treasurer has recently introduced the *Emergency Services Levy Amendment (Land Classification) Bill 2024* into parliament. The Bill seeks to establish a mechanism for the preliminary classification of land for the purposes of establishing a new way to fund emergency services, and is a necessary step for the removal of the ESL on councils and insurance policies and its replacement with a broad based property levy.

If enacted, the Bill would require councils to:

- perform a preliminary, one-off, classification of all parcels of land in the area of the local council, and
- identify if the parcel of land is owned by a person belonging to a class of persons specified in guidelines issued by the Treasurer, and
- give the information to the Chief Commissioner of State Revenue.

This is likely to be a considerable task and would impose a significant cost and resource burden on our sector. Notwithstanding, and in line with Council's recent submission on the topic, it is considered to be a necessary step towards the ESL reforms.

In the Treasurer's second reading speech he has advised that councils will be reimbursed for the reasonable costs incurred in undertaking this one-off undertaking, and that councils will be consulted on the development of guidelines for this task.

LGNSW has recently advised that they have corresponded with the Treasurer seeking amendments to the Bill to:

- Enshrine in the wording of the Bill the Treasurer's commitment to reimburse councils for their costs in undertaking this work.
- Remove from the Bill the provision that would apply a $2200 penalty on councils that do not comply with the Bill's requirements. LGNSW have highlighted that this provision is antagonistic and unnecessary. If councils are struggling with compliance, it is likely they need assistance and support as they grapple with skills shortages and lack of resources to complete this significant task and a punitive fine is the wrong approach.

Legislative Assembly Committee on Law and Safety – Community Safety in Rural and Regional Communities

The NSW Legislative Assembly is currently inquiring into and reporting on the following:

1. *the drivers of youth crime across regional and rural NSW, particularly since the COVID pandemic;*
2. *how a whole of government approach can reduce the drivers and root causes of youth crime in regional and rural NSW;*
3. *the wraparound and diversionary services available for youth and families in the regions and rural areas and how they can be better matched to individuals, measured, improved and integrated into a coordinated approach to divert youth from crime, having regard to the NSW Government's commitment to working in partnership with Aboriginal people;*
4. *staffing levels and workforce issues, including police staffing, in regional and rural areas and how services can be improved to reduce youth crime in these areas;*
5. *recidivism rates in regional and rural areas, and related impacts on the community, services and law enforcement;*
6. *the range of functions being performed by NSW police officers, including mental health assistance and youth welfare, on behalf of other agencies in regional and rural areas, and the supports required to assist police; and*
7. *any other related matter.*

Further information in relation to this inquiry is available from: https://www.parliament.nsw.gov.au/committees/inquiries/Pages/inquiry-details.aspx?pk=3042

The closing date for submissions is 31 May 2024.

Staff Commentary:

A draft submission has been prepared which is enclosed for the further consideration of Council at **Attachment 5**.

Staff are currently preparing a draft submission which will be circulated to Council for further consideration under separate cover.

LGNSW Advocacy Outcomes

Further to the Report to the 22 August 2023 Ordinary Meeting Council (refer corresponding Minute No. 203/2023), LGNSW has recently corresponded with Council and advised of the contents of the *LGNSW Annual Conference 2023 Resolutions* document. A copy of the associated document is available at **Attachment 4**.

FINANCIAL IMPLICATIONS

Detailed in the body of the Report.

STATUTORY AND POLICY IMPLICATIONS

Detailed in the body of the Report.

CONSULTATION

External Consultation

- Nil.

Internal Consultation

- Senior Management Team.
- Finance Team.
- People and Values Team.

Our Reference: 2154896 RW:DLA
Your Reference:
Contact Name: Donna Ausling

Ms Emily Suvaal
Chair
Legislative Council Standing Committee on State Development
Parliament of New South Wales
Parliament House, Macquarie Street
Sydney, NSW 2000

By email: state.development@parliament.nsw.gov.au

NARRABRI SHIRE
DISCOVER THE POTENTIAL

explore NARRABRI region

Friday, 26 April 2024

Inquiry into the ability of local government to fund infrastructure and services – Narrabri Shire Council Submission

Dear Ms Suvaal,

Thank you for the opportunity to provide feedback in relation to the inquiry into the ability of local government to fund infrastructure and services.

It is understood that the following terms of reference (ToRs) are applicable to the current review process:

> *The that the Standing Committee on State Development inquire into and report on the ability of local governments to fund infrastructure and services, and in particular:*
>
> *(a) the level of income councils require to adequately meet the needs of their communities*
> *(b) examine if past rate pegs have matched increases in costs borne by local governments*
> *(c) current levels of service delivery and financial sustainability in local government, including the impact of cost shifting on service delivery and financial sustainability, and whether this has changed over time*
> *(d) assess the social and economic impacts of the rate peg in New South Wales for ratepayers, councils, and council staff over the last 20 years and compare with other jurisdictions*
> *(e) compare the rate peg as it currently exists to alternative approaches with regards to the outcomes for ratepayers, councils, and council staff*
> *(f) review the operation of the special rate variation process and its effectiveness in providing the level of income Councils require to adequately meet the needs of their communities*
> *(g) any other related matters.*

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Local Context

Narrabri Shire is a local government area in the North West Slopes region of NSW. The primary settlement of Narrabri is located adjacent to the Namoi River and at the confluence of the Newell and Kamilaroi Highways. The local government area (LGA) is strategically positioned halfway between Sydney and Brisbane and is considered to be resource-rich. Key local industries include mining and agriculture. At the last census (2021) the resident population was 12,721 persons.

Narrabri Shire Council's vision is articulated in the Community Strategic Plan as follows:

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

The township of Narrabri is considered to be one of the most flood prone settlements in NSW. The community of Wee Waa, located west of Narrabri, is periodically completely isolated by flood waters for long periods (up to two weeks) and is protected by a ring levee. Narrabri Shire contains a number of vulnerable and at-risk communities that are flood-affected. These communities have a high Aboriginal population, low socio-economic base and are also ageing in nature.

Council has an extensive rural road network of 2,343,787 metres in length with a total area of 13,310,299m^2. Like many rural and regional Councils in NSW, it provides a broad range of services, including but not limited to, drinking water provision, sewerage treatment plants, waste management, community services and recreational facilities within multiple settlements across a local government area of 13,031 square kilometres.

Narrabri Shire Council provides the following feedback to the Standing Committee in relation to this important inquiry:

a) ***the level of income councils require to adequately meet the needs of their communities***

Council concurs with the findings of Professor Brian Dollery in relation to this item who has recently prepared a detailed submission to the inquiry on behalf of the United Services Union (USU). Prof. Dollery highlights, inter alia, that the NSW local government system consists of a range of local council types with significantly different revenue raising capacity and varying levels of local service provision. Accordingly, substantially varying fiscal challenges are relevant in respect of the provision of adequate service provision to communities. On this basis, it is considered almost impossible to establish levels of income required to meet community needs.

In the case of Narrabri Shire Council, like many other NSW Councils, our organisation has been subject to ongoing cost shifting. The impacts of cost shifting are well documented and recognised and LGNSW reports on these impacts annually. This challenge, coupled with ongoing skills shortages, further complicates financial sustainability issues.

As a result of cost shifting practices from both state and federal government there has been a substantial change in the composition of local government service provision. Councils are being progressively forced into providing previously discretionary goods and

services. This has frequently come at the expense of strategic asset management, particularly with regard to rural road maintenance and preventative works.

The distribution of funding to NSW local government is inherently problematic. This is resultant from a range of factors including applied methodologies for grant allocations and differing socioeconomic characteristics and varying capacity to raise income through rates and own source income (OSR). Rural and regional councils such as Narrabri Shire Council are typically the least well positioned to raise OSR. This problem is further compounded by the sustained practice of rate pegging and the shifting economic and demographic nature of our community over time.

Well-meaning but often ill-considered state government policy decisions continue to create ongoing financial and resourcing impacts for NSW local government. Recent decisions including amendments to the Companion Animals Act and the NSW Planning Portal are both cases in point. These decisions have cost Councils often many hundreds of thousands of dollars that were never forward budgeted for, nor their implementation adequately financially supported by the state government.

Furthermore, Councils are frequently precluded by obtaining full cost recovery in the setting of their fees and charges. Examples include statutory charges for development-allied charges in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* and corresponding *Regulation 2021*.

b) examine if past rate pegs have matched increases in costs borne by local governments

It is acknowledged that municipal costs in NSW local government are presently calculated by the Local Government Cost Index (LGCI). The LGCI measures price movements faced by NSW local government in respect of their purchase of goods and services. Council concurs with the recent assertions of Prof. Dollery in that the use of LGCI as a proxy for local government cost escalation is highly problematic. Councils do not have a consistent set of inputs of goods and services and the composition of such services significantly differs and is disparate. Narrabri Shire Council, for example, is responsible for delivering water and wastewater services, as opposed to its metropolitan counterparts. Similarly, there are significant geographical disparities, with cost of labour and materials much higher in our region given factors including, but not limited to, transport costs and local impacts including the influence of the mining and resources sector. Generally, this situation is reflective of most rural councils such as Narrabri Shire as they bear higher costs than metropolitan counterparts.

As a consequence of the above, it is not possible to generalise across the NSW local government system on the precise nature of the relationship between operational costs and amendments or adjustments to the rate peg.

c) current levels of service delivery and financial sustainability in local government, including the impact of cost shifting on service delivery and financial sustainability, and whether this has changed over time

Progressive amendments to the NSW Local Government Act and cognate legislation have created the statutory landscape for a much greater role and realm of responsibility for local councils. This has a created a progressive transformation of the composition of municipal service provision from a focus on service to properties to services to people.

Local Councils have assumed much greater responsibility for social issues, as is reflected in the Integrated Planning and Reporting (IP&R) framework embedded within the *Local Government Act 1993*. As detailed in the preceding section, the impact of cost shifting is considered well-documented and acknowledged. It is noted that LGNSW's latest cost shifting report was released in November 2023, highlighting a total cost shift to councils of $1.36 billion in 2021-22, which is the equivalent of more than $460 per ratepayer annually.

d) assess the social and economic impacts of the rate peg in New South Wales for ratepayers, councils, and council staff over the last 20 years and compare with other jurisdictions

As highlighted by LGNSW For decades, councils have been undermined by the poor rate-pegging methodology, cost shifting, and state and federal funding arrangements that are no longer fit for purpose. Add the cumulative financial impact of successive natural disasters following the COVID pandemic it is unsurprising that local government is facing financial sustainability challenges.

As detailed in the preceding section cost shifting, in which councils are forced to take on additional responsibilities without additional funding, has reached up to $1 billion a year comprising about 20% of all council revenue that would otherwise be available to provide and maintain essential infrastructure and services.

The role and importance of emergency services in the face of climate change and the need for a strong funding base is acknowledged, however current arrangements are neither equitable nor sustainable. Councils are struggling with steep annual increases in the cost of the Emergency Services Levy, which in some instances grows faster than the increase allowed under the rate peg. Councils are also being set up to fail their annual financial audits because of the nonsensical position that they should recognise the depreciation cost of RFS mobile assets, for which they have no say over the acquisition, use or disposal.

e) compare the rate peg as it currently exists to alternative approaches with regards to the outcomes for ratepayers, councils, and council staff

The rate peg needs to be urgently abolished, and Councils provided with greater flexibility and autonomy over their rating structure. It is noted that IPARTs Final report on the rate peg methodology (August 2023) identified a need to review financial models for Councils IPART also suggested alternative approaches for consideration, including:

- Allowing councils to use the Capital Improved Value land valuation method to set the variable component of rates to ensure they can set equitable and efficient rates for all residential and business ratepayers, regardless of their property type.
- Better targeting eligibility criteria for rates exemptions.
- Ensuring that statutory charges reflect the efficient costs incurred by councils in providing statutory services, so councils do not need to use rates income to cover the costs of providing these services.
- Developing a mechanism to enable councils found to have insufficient base rates income to achieve financial sustainability.

Council supports the use of Capital Improved Value (CIV), provided that councils have the option to retain the use of Unimproved Values, and the review of statutory charges in particular the examples cited earlier in this submission, development application fees. At a minimum, statutory charges should be indexed to reduce the amount of rates revenue that is required to subsidise the costs of providing these services.

f) review the operation of the special rate variation process and its effectiveness in providing the level of income Councils require to adequately meet the needs of their communities

It is acknowledged that the special rate variation process has progressively improved, and the corresponding effort by IPART to assist in improving the process for councils. Notwithstanding, as IPART identified in its Final report on the rate peg methodology (August 2023), the pursuit of this path is at a cost to councils: While councils can apply for an SV to improve their financial sustainability and/or meet their communities' service expectations, the existing SV process is resource-intensive, costly, and can become a contentious issue.

Under current processes, councils are having to rely on the special rate variation process to maintain services and deliver infrastructure, as a means to compensate for the insufficient revenue caused by rate pegging.

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

Yours faithfully,

Rob Williams
General Manager

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

Committee Secretary
House of Representatives Standing Committee on Regional Development, Infrastructure & Transport
PO Box 6021
Parliament House
Canberra ACT 2600

Via email: rdit.reps@aph.gov.au

<insert date> May 2024

House of Representatives Standing Committee on Regional Development, Infrastructure and Transport Inquiry into Local Government Sustainability – Narrabri Shire Council Submission

Dear Sir/Madam,

Thank you for the opportunity to provide feedback in relation to the inquiry into local government sustainability.

It is understood that the following terms of reference (ToRs) are applicable to the current review process:

> *The House of Representatives Standing Committee on Regional Development, Infrastructure and Transport will inquire into and report on local government matters, with a particular focus on:*
> - *The financial sustainability and funding of local government*
> - *The changing infrastructure and service delivery obligations of local government*
> - *Any structural impediments to security for local government workers and infrastructure and service delivery*
> - *Trends in the attraction and retention of a skilled workforce in the local government sector, including impacts of labour hire practices*
> - *The role of the Australian Government in addressing issues raised in relation to the above*
> - *Other relevant issues.*

Local Context

Narrabri Shire is a local government area in the North West Slopes region of NSW. The primary settlement of Narrabri is located adjacent to the Namoi River and at the confluence of the Newell and Kamilaroi Highways. The local government area (LGA) is strategically positioned halfway between Sydney and Brisbane, and is considered to be resource-rich. Key local industries include mining and agriculture. At the last census (2021) the resident population was 12,721 persons.

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DRAFT

Narrabri Shire Council's vision is articulated in the Community Strategic Plan as follows:

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

The township of Narrabri is considered to be one of the most flood prone settlements in NSW. The community of Wee Waa, located west of Narrabri, is periodically completely isolated by flood waters for long periods (up to two weeks) and is protected by a ring levee. Narrabri Shire contains a number of vulnerable and at-risk communities that are flood-affected. These communities have a high Aboriginal population, low socio-economic base and are also ageing in nature.

Council has an extensive rural road network of 2,343,787 metres in length with a total area of 13,310,299m^2. Like many rural and regional Councils in NSW, it provides a broad range of services, including but not limited to, drinking water provision, sewerage treatment plants, waste management, community services and recreational facilities within multiple settlements across a local government area of 13,031 square kilometres.

Narrabri Shire Council provides the following feedback to the Standing Committee in relation to this important inquiry:

(a) the financial sustainability and funding of local government

Narrabri Shire Council (*Council*) has recently made a detailed submission on this topic to the *NSW Standing Committee on State Development's Inquiry into the Ability of Local Government to Fund Infrastructure and Services*. A copy is enclosed to this submission as should be read in conjunction with this correspondence.

(b) The changing infrastructure and service delivery obligations of local government

Please refer to the contents of Council's enclosed submission to the NSW Standing Committee for Council's response in relation to this particular matter.

(c) Any structural impediments to security for local government workers and infrastructure and service delivery

It is considered that the NSW Local Government Award represents available best practice in Australian Local Government. The NSW Award is more fit for purpose than the Federal Modern Award. Council concurs with the United Services Union and Local Government Engineers Association representations within their submission to this inquiry, as prepared by Professor Brian Dollery, which notes that NSW Local Government Awards are generally negotiated for a three year period. This approach provides greater certainty in relation to annual Award salary increases occurring in the first pay period in July annually. This

provides necessary staff certainty and permits strategic budgetary and forward planning for Council each financial year. This arrangement is in direct contrast to the Federal approach which provides a high degree of uncertainty as employers and their workers must await the annual decision of the Fair Pay Commission.

In a similar vein, NSW government road funding, which is the largest budget line item for rural/regional Councils like Narrabri Shire Council is only generally announced on an annual basis. Federal Government Financial Assistance Grants (FAG) are also allocated on an annual basis without any clear commitment to likely successive years, making it exceedingly challenging to forward plan and manage ever-increasing asset backlogs. Accordingly, this can result in Council needing to make assumptions creating misalignment to Council's Long Term Financial Plans and its Integrated Planning and Reporting (IP&R) framework, generally. With the view of creation of financial certainty, the recently introduced practice of early and full payment of FAG is supported. To enable integration with budget cycles and to facilitate financial forecasting, earlier payment would improve accuracy and create greater efficiencies.

Additionally, problems frequently arise from one-off 'ribbon cutting' grants to build new infrastructure. Through this process and the overarching grant funding criteria, there is limited consideration to ongoing whole-of-life asset management obligations, including staffing and maintenance costs.

Challenges with the FAG program are well documented and acknowledged. As detailed by the Australian Local Government Association (ALGA), the Commonwealth Government's funding to local government through Financial Assistance Grants (FAGs) is critically important. As they are untied, the FAGs enable councils to provide a mix of services and infrastructure appropriate to their local circumstances and maintain the well-being of their communities. They help equalise the level of services across local governments nationally – particularly in rural, regional and remote areas – and they help fund the growth in demand for local government services in line with population growth.

Council concurs with ALGAs statements that the relative decline in core federal funding to local government has reduced the capacity of councils to develop and maintain services and infrastructure in their communities, which fuels the risk of reducing standards of living in those communities and indeed across the nation.

Restoring Financial Assistance Grants to at least one per cent of Commonwealth taxation revenue is the key to unlocking the productivity of our cities, towns and regions, and building more liveable and vibrant communities. Council is disappointed that the latest budget has provided limited respite and urges the Federal Government to reconsider its position in this regard.

Under the present Regional Road Block Grant Program, the underpinning methodology is based on the regional road length. Regional road length is typically a small component of Council's overall road network. There has been ongoing pressure to downgrade road classifications by state government agencies from State to Regional to Local in efforts to cost shift and transfer maintenance burdens to local government.

Local government, particularly NSW rural and regional Councils, have limited capacity to generate own source revenue, largely due to the practice of rate pegging. The sustained negative impacts of rate pegging are detailed in Council's submission to the NSW Parliament Inquiry. This is compounded by the fact that current arrangements fail to recognise the additional services that Councils provide in their communities. In many rural and regional communities such as Narrabri Shire services are provided by local government as there is no commercial impetus for private sector providers to participate. Council is then placed in a challenging position of cross-subsidising activities that are not core business in order to maintain quality of life within its community.

Councils continue to face onerous reporting and compliance requirements. The preparation of multiple returns and complex grant acquittal processes create ongoing resourcing challenges for local government. Reporting processes should continue to be streamlined and simplified wherever practicable.

(d) Trends in the attraction and retention of a skilled workforce in the local government sector, including impacts of labour hire practices

Council notes the observations in the USU/LGEA submission regarding historical federally funded initiatives including the Regional Economic Development Scheme (REDS). Given Council's previous successes with this program, and our ongoing challenges with securing skilled workers within a tight labour market, Council is supportive of the resurrection of such a scheme or its equivalent. Local Government offers the broadest range of vocations of any level of government and is well-equipped to provide sustainable and meaningful opportunities for participants.

Assistance from the Federal Government in providing financial support to local government in areas of chronic and long-term skills shortages, particularly within the professional fields of building surveying, town planning and engineering. Given ongoing financial challenges, local government is not in a position to compete with the private sector nor other levels of government with competitive remuneration packages.

The Australian Government can also assist rural councils by providing funding for training programs, improving cooperation/support arrangements between local councils and emergency services, and advocating for regulatory reforms to address climate-allied challenges. Additionally, the Australian Government can introduce additional initiatives to

improve community safety and resilience, such as disaster preparedness and response initiatives. Council strongly advocates for the permanent embedding of Resilience and Recovery Officers within local government that are funded by State and Federal Governments.

(e) The role of the Australian Government in addressing issues raised in relation to the above

Local government faces a range of acute challenges in respect of financial viability and sustainability. This particular issue has been the subject of numerous inquiries over the years. As detailed previously, the Federal Government has a key role and responsibility in reforming the FAG program and ensuring that tied grant programs appropriately target the current infrastructure backlog.

The recent budget announcement of $1 billion to support new housing enabling infrastructure will be provided through state and territory governments. On this basis, there is no guarantee it will flow to councils dealing with housing pressures. The exclusion of Councils from this process must be urgently addressed as it is a significant barrier to the achievement of housing targets. Given current financial pressures, Councils require upfront support to upgrade stormwater, water and sewerage infrastructure.

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

Yours faithfully,

Rob Williams
General Manager

Our Reference: 2157604 RW: DLA
Your Reference:
Contact Name: Donna Ausling

Attention: Emergency Services Levy Project Team
NSW Government
52 Martin Place
Sydney, NSW 2000

By email: ESFReform@treasury.nsw.gov.au

Thursday, 9 May 2024

Reforming the emergency services funding system – Narrabri Shire Council Submission

Dear Sir/Madam,

Thank you for the opportunity to provide feedback in relation to the above. It is acknowledged that the three key objectives of the reform program are to:

1. Reduce insurance costs for households by spreading the levy across all property owners;
2. Protect pensioners and vulnerable members of the community; and
3. Ensure a revenue-neutral model that sustainably funds our emergency services agencies.

The NSW Government's advice that the corresponding consultation paper is the beginning of public consultations to inform the design, scope, features and transition arrangements for reforming the emergency services funding system is noted. Narrabri Shire Council provides the following feedback to assist in this review process.

Local Context

Narrabri Shire is a local government area in the North West Slopes region of NSW. The primary settlement of Narrabri is located adjacent to the Namoi River and at the confluence of the Newell and Kamilaroi Highways. The local government area (LGA) is strategically positioned halfway between Sydney and Brisbane and is considered to be resource-rich. Key local industries include mining and agriculture. At the last census (2021) the resident population was 12,721 persons.

Narrabri Shire Council's vision is articulated in the Community Strategic Plan as follows:

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Question 1 – Do you agree with the design principles of cost recovery, equity, efficiency, simplicity and sustainability for the replacement levy?

The design principles embedded in the consultation paper are concurred with.

It is noted that the levy is essentially a tax, and it appears that the principles detailed above appropriately align with accepted taxation principles.

Question 2 – Which of the four revenue base models – capital improved values, unimproved land values, gross rental values and a fixed charges model – should be used to design the replacement levy?

Council is of the view that the reforms could be delivered as part of a two (2) step process. Such an approach is recommended in order to provide immediate relief to Councils and enable the 11.7% allocation to be returned to Council as soon as is practicable.

In this regard, opportunities have been identified to pursue option 4.2 (Unimproved Values property levy) as an interim and transitional measure. This approach would provide almost immediate financial relief to Councils and accommodate the necessary lead time to pursue background work required for the ultimate solution of option 4.1 (Capital improved values property levy). It is acknowledged from the consultation paper that a significant investment of time and resources would be required and that it could take up to five (5) years to implement a capital improved values (CIV) revenue base for in excess of 3.5 million properties statewide.

Transitional legislation could be created for this purpose and commensurate adjustments made to the *NSW Local Government Act 1993*. Furthermore, such an arrangement would effectively augment to existing accepted rating practices in that land values are utilised as the basis for council rates and land tax.

It is considered that this approach would also align to recommendation 4 of the *Portfolio Committee No. 4 – Legal Affairs Fire and Emergency Services Levy*:

> *"that no future NSW Government should move to implement a Fire and Emergency Services Levy unless it considers: 'use of capital improved value of land for calculation of levy".*

Regardless of the pursued model, the design of any reform program and legislation should ensure that current cost shifting is addressed in its entirety. Like the Queensland model, Council should be afforded an opportunity to offset costs of collection of the levy via a commission system, or other equitable identified means.

Question 3 – Which of the current revenue sources for emergency services agencies should be replaced?

Council of the opinion that the entire $1.9billion should be collected by the NSW government. Recommendation 4 of *Portfolio Committee No. 4 - Legal Affairs Fire and Emergency Services Levy*, is therefore concurred with:

> *"that no future NSW Government should move to implement a Fire and Emergency Services Levy unless it considers: 'the removal of 11.7 per cent contribution by Councils".*

The current hidden contribution by Council must be urgently addressed by introduction of a holistic levy that is both clear and transparent to communities.

Question 4 – Should different levy rates be applied to:

- ***different property types, such as residential, commercial or farmland, or***
- ***properties in different locations?***

Council agrees with the recommendations contained in the *Portfolio Committee No. 4 – Legal Affairs Fire and Emergency Services Levy* that:

> *"no future NSW government should move to implement a Fire and Emergency Services Levy unless it considers: 'the better aligned land classifications between council and the Fire and Emergency Services Levy".*

Considerations for residential is creating an effective 'spread' across a more significant base. Residential properties located in urban areas are at greater risk of damage from natural disasters.

The consultation paper is silent on the exemptions for government land and public infrastructure. It is therefore unclear whether the levy is to apply to churches, schools or municipal infrastructure as provided by local councils.

Question 5 - What protections are necessary for pensioners and other vulnerable cohorts?

Any legislative reform program should incorporate appropriate protections for disadvantaged and vulnerable persons within communities. On this basis, Council concurs with the corresponding recommendation contained within the *Portfolio Committee No. 4 – Legal Affairs Fire and Emergency Services Levy*:

> *"that no future NSW government should move to implement a Fire and Emergency Services Levy unless it considers: 'addressing the impact of the Fire and Emergency Services Levy on lower socio-economic households who are currently unable to afford building and contents insurance".*

It is noted that Service NSW and Revenue NSW have the capacity and capability to apply rebates, concessions and discounts in line with government policy and are best positioned to provide same.

Question 6 - How should a levy collected each year reflect changing funding needs for emergency services?

It is considered that that the proposed replacement levy be at full cost recovery, inclusive of the council 11.7% contribution. This approach recognises the impact of climate change and likelihood of more extreme weather events and frequency of natural disasters.

Question 7 - Should revenue from a replacement levy be collected by local governments or by the State Government through Revenue NSW?

The replacement levy will be funding state-controlled emergency services. On this basis, it is considered that the tax should be collected by the NSW Government via Revenue NSW. This approach is consistent with the recommendations of Portfolio Committee No. 4 – Legal Affairs Fire and Emergency Services Levy, in that:

> *"the NSW government consider making Revenue NSW responsible for administering any new Fire and Emergency Services Levy".*

The above mechanism would also ensure that the NSW government maintains full visibility over the processes end-to-end and result in more favourable outcomes to local communities. The adaptation of existing Service NSW information technology (IT) systems as opposed to 128 councils with disparate systems would achieve greater efficiencies.

Notwithstanding, as detailed previously, should Council be encumbered with responsibilities to collect future levies, such arrangements should be supported with revenue-raising or at minimum cost recovery opportunities through commissions or similar.

Question 8 - What arrangements should be put in place to ensure that the removal of the current Emergency Services Levy is passed on in lower insurance premiums? How long should the transition take? What other transitional arrangements should be considered for the reform?

Council agrees with the recommendations of *Portfolio Committee No. 4 – Legal Affairs Fire and Emergency Services Levy*, under recommendation 6 in that:

> *"the NSW government revisit the role and funding arrangements for the Emergency Services Levy Insurance Monitor to ensure that, if the Fire and Emergency Services Levy is re-introduced, the Monitor's role continues past 2020".*

The following recommendation is also supported:

> *"a period of transition, and any arrangements that may need consideration if council contributions are to be replaced by the levy".*

As detailed in the preceding section, a staged transitional arrangement from an Unimproved Value model to a CIV model has been identified as a potential solution.

Thank you for the opportunity to provide feedback in relation to this important matter. Should you require any additional information or clarification in this regard you are invited to contact Council's Director Planning and Sustainability, Ms Donna Ausling at (02) 6799 6866 or by emailing council@narrabri.nsw.gov.au.

Yours faithfully,

Rob Williams
General Manager

LGNSW Annual Conference 2023
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Association business

1 LGNSW Board - Standing Orders

That the Standing Orders as set out in the preceding pages be adopted.

2 LGNSW Board - Fundamental Principles

That the LGNSW Annual Conference:

1. Endorses the LGNSW Board exercising its functions and determining advocacy activities and priorities giving consideration to all applicable legislative requirements, the LGNSW Rules, the Objects of LGNSW as set out in the Rules, resolutions of LGNSW Conferences, the LGNSW budgetary process and the LGNSW Fundamental Principles.
2. Endorses the LGNSW Fundamental Principles, as set out below:

Economic

A. Local government must have control of its revenue raising and investment decisions and be fairly funded by the Commonwealth and State/NSW Governments to meet its infrastructure and service responsibilities.
B. Local government promotes local and regional economic development and employment growth.

Infrastructure

C. Local government is best placed to plan for, deliver and manage essential local infrastructure.

Planning

D. Local government is best placed to lead and influence local and regional planning processes according to the needs and expectations of local communities
E. Our communities' quality of life is a priority of local government planning.

Environment

F. Local government actions reflect Ecologically Sustainable Development. ESD requires the effective integration of economic, environmental and social considerations in decision making processes and is based on the following principles:
    - Intergenerational equity – today's actions maintain or enhance the environment for future generations
    - Precautionary principle – prevent environmental degradation and manage and mitigate risk
    - Conservation of biological diversity and ecological integrity
    - Improved valuation and pricing of environmental resources – recognising the value of the environment to the community
    - Commit to the principles of the circular economy and minimise the consumption of finite natural resources.

Social and Community

G. Local government is committed to the principles of:
    - Equity – fair distribution of resources
    - Rights – equality for all people
    - Access – to services essential to quality of life
    - Participation – of all people in their community
    - Recognition – of the unique place of Aboriginal people in NSW and the right of Aboriginal people to be involved in all decisions affecting Aboriginal communities
    - Health and Safety – for all in the community.

Governance

H. Local government must be constitutionally recognised and respected as an equal sphere of government.

I. Local government is democratically elected to shape, serve and support communities.
J. Local government is committed to the principles of good governance.

Accountability

K. Local government is responsible and accountable to the citizens and the communities it represents, through consultative processes, legislative accountabilities, efficient delivery of services and effective customer service.
L. Local government is recognised as a responsible and place-based employer.
M. Local government reduces and mitigates the risk of climate change for the communities we serve.

Financial sustainability

3 Strathfield Council - Impact of cost shifting by state government on local government finances

That Local Government NSW lobbies the State Government to address the negative impacts of its cost shifting activities on local government finances through the following actions:

1. Engaging in direct communication with Local Government officials and bodies to discuss concerns about the consequences of cost shifting on local communities.
2. Engage in constructive dialogue with local councils to explore sustainable solutions that ensure adequate funding is available to support Local Government services and programs that are State mandated.
3. Commit to fully funding the programs and services that State Government mandates Local Councils to administer. This involves providing sufficient financial and technical resources to cover the costs associated with these responsibilities.
4. Implementing a requirement for State Governments to conduct a comprehensive fiscal impact assessment before transferring any new responsibilities, implementing statutory fees and charges, or increasing statutory payment burden (such as the ESL) on Local Councils. This review should include a thorough cost analysis to ensure that Local Councils receive the necessary funding or are able to raise the appropriate revenue to cover the expenses related to these statutory responsibilities. Transparency in these cost calculations and funding allocation is crucial.
5. Establish transparent mechanisms for revenue sharing between State and Local Governments. This should involve allocating a certain percentage of State revenue (separate from and in addition to capital grants) to Local Councils to help cover the costs of transferred responsibilities.
6. Create an independent body or utilise existing bodies such as IPART for reviewing potential unfunded mandates (responsibilities without adequate funding) before they are imposed on Local Councils. This body can assess the financial impact and recommend appropriate funding levels.
7. Involve Local Councils in the decision-making process when considering changes in responsibilities or funding allocations. Collaboration ensures that the needs and challenges of local communities are taken into account.

This issue was also raised by Waverley Council.

4 Junee Shire Council - Removal of sect. 119 of the *Rural Fires Act 1997*

That Local Government NSW:

1. Notes the ongoing objections regarding the previous NSW Government's determination on ownership of Rural Fire Service assets;
2. Acknowledges the impact of the Government's position on council finances of this accounting treatment;

3. Calls on the newly elected NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of Rural Fire Service (RFS) assets by acknowledging that rural firefighting equipment is vested in, under the control of and the property of the RFS;
4. Calls on the NSW Government to amend s119 of the Rural Fires Act 1997 (and any other relevant legislation and regulation) so that the effect is to make it clear that RFS assets are not the property of councils; and
5. Continues advocating on behalf to affected councils to get clarification from the State Government about the accounting treatment of RFS assets.

This issue was also raised by City of Newcastle, Greater Hume Shire councils.

5 Cabonne Council - Rural fire services – repair and maintenance of fleet

That Local Government NSW lobbies the NSW Government to provide funding for the Rural Fire Service annual repairs and maintenance budget for firefighting fleet, including annual indexation based on the Consumer Price Index.

This issue was also raised by Lithgow City, Blayney Shire councils.

6 Cabonne Council - Stronger Country Communities Fund

That Local Government NSW lobbies the NSW Government to:

1. Recognise the positive impact the Stronger Country Communities Fund has had on rural and regional communities across NSW by providing new and upgraded community infrastructure and programs.
2. Prioritise continued commitment of at least $160 million, each year, towards the Stronger Country Communities.

7 Cabonne Council - Resources for Regions

That Local Government NSW:

1. Recognises that the Resources for Regions program supports the ongoing liveability of mining communities.
2. supports incorporating into the NSW Regional Development Trust Fund a dedicated amount for mining councils based on mining activity, no cost benefit ratio, and no co-contribution, to support community programs.

8 Lake Macquarie City Council - Certainty and visibility of FA Grants

That Local Government NSW advocates to the Federal Government to address the scheduling of the payment of Financial Assistance Grants and maintain that schedule.

9 Tweed Shire Council - Local government grants agency

That Local Government NSW writes to the NSW Premier and the NSW Minister for Local Government requesting the establishment of a NSW Local Government Grants Agency to coordinate all the state and federal grants programs through one central agency. This would provide a single point of contact for councils and establish consistent grant application, reporting and acquittal arrangements.

10 Upper Lachlan Shire Council - One off funding for distressed projects

That Local Government NSW advocates on behalf Local Government to the Federal Government and NSW Government to create a one off rescue grant funding round for councils who have

unfinished critical community infrastructure projects due to the collapse of building construction companies.

11 Walcha Council - Impose a rate category on unrateable land

That Local Government NSW lobbies calls on the State NSW Government to impose change legislation to allow the rating of a Rate Category on National Parks and Fforestry Corporation and other currently unrateable government land.

This issue was also raised by Bega Valley Shire Council.

12 Lane Cove Council - Build to rent developments - council rating implications

That Local Government NSW calls on the NSW State Government to urgently review the applicability of current rating legislation as it relates to 'Build to Rent' developments in NSW, with a view to ensuring Council rates can be levied on those developments in the same way Council rates are levied on residential apartment developments that have a registered strata plan.

13 Blacktown City Council - Including developer contributions in local government loan servicebility

That Local Government NSW calls on the NSW Government to amend the guidelines for NSW Treasury to include developer contributions in local government loan serviceability, and amend "fit for the future" KPIs accordingly.

14 Albury City Council - Statutory fees and charges amendments completed by April each year

That Local Government NSW seeks the State Government to provide amendments to all Statutory Fees and Charges in April each year, allowing those amendments to be included in the advertised draft Operational Plans and Delivery Programs, including the Fees and Charges Schedule, of Councils.

Elections

15 Albury City Council - Requirement for candidate/councillor address on electoral material

That Local Government NSW calls on the NSW Electoral Commission (NSWEC) to review the requirements for candidates standing for election to include their personal address on electoral material as their only valid contact option, in an endeavour to assist with ensuring the safety of candidates and ultimately Councillors.

17 City of Canterbury-Bankstown Council - Election countback

That Local Government NSW calls on the NSW Government to eliminate the 18-month time limit on replacing a councillor casual vacancy by election countback.

18 City of Newcastle - Determination of number of councillors

That Local Government NSW:

1. Acknowledges the many well documented financial and legislative impediments currently facing the local government sector across NSW.
2. Notes that the process of a constitutional referendum for determining the number of councillors to be elected during a term of office in a local government area is outdated and unfairly places a considerable financial impost on councils. Central Coast Council incurred a cost of $1.775 million to hold its 2021 referendum.
3. Notes the urgent need for genuine reform of the administration and financial modelling of local government following decades of state government cost-shifting, under resourcing, rate-

capping, asset and services transfers, forced amalgamations, transfer of decision-making powers from elected councillors to the administration, and removal of planning powers, to name a few significant issues.

4. Notes that the Act is now 30 years old, and in need of review. Calls on the State Government to provide genuine reform of local government through full collaborative review of the *Local Government Act 1993*, in consultation with LGNSW, the USU and the local government sector, including progressive reforms such as the QLD local government model.
5. Acknowledges the instrumental role played by metropolitan, regional, and rural councils in servicing our communities, whether it be strategic or land-use planning, managing community assets, open spaces, our state's local and regional road network, implementing environmental initiatives, looking after our libraries or processing our waste. The needs of each community are different and not currently reflected in the Act, in terms of both governance and funding.
6. Supports changes to the Act that redress the imbalance created in 1993 by restoring functions to elected officials in metropolitan, regional, and rural contexts.

19 Forbes Shire Council - Disqualification of real estate agents from holding civic office

That Local Government NSW does not support a position disqualifying real estate agents and stock and station agents from holding civic office on rural councils.

Governance

23 Bega Valley Shire Council - Councillor misconduct review

That Local Government NSW formally requests the NSW Government to undertake comprehensive reform of the existing Code of Conduct complaint system with specific regard to:

1. Code of Conduct complaints about councillors to be lodged directly with an independent tribunal to centralise the code of conduct complaint system, increasing efficiency, transparency and fairness.
2. An independent tribunal be created to assume full responsibility for the entire process of triaging complaints and managing or undertaking preliminary assessment and full investigation, to resolve complaints.
3. That the Commissioner be required to maintain a central register of councillor conduct complaints and their management, and that a copy of all investigation reports are published for transparency, on the Commissioner's website.

25 Camden Council - Councillor participation on audit, risk and improvement committees

That Local Government NSW lobbies the NSW Government to:

1. Reinstate councillors as voting members on council Audit, Risk and Improvement Committees, provided independent members remain the majority; and
2. Allow councillors who are not members of the Audit, Risk and Improvement Committee to attend Committee meetings as observers.

This issue was also raised by Lithgow City Council.

26 Cootamundra-Gundagai Regional Council - Review of *Local Government Act 1993*

That Local Government NSW calls on the NSW Government to initiate a review of the *Local Government Act 1993* with a view to ensuring that the Act remains appropriate in its provision of a governance framework for NSW local government.

27 City of Canterbury-Bankstown Council - Performance indicators for councils

That Local Government NSW lobbies the Minister for Local Government to bolster resources for the Office of Local Government (OLG) to progress work on the development of a Performance Measurement Framework, and associated performance indicators, that can be used by councils and the NSW Government in sector-wide performance reporting, as per the NSW Audit Office's recommendation.

28 Lake Macquarie City Council - Ethical and responsible use of AI in local government

That Local Government NSW:

a. Affirms the importance of artificial intelligence (AI) technologies in the local government sector to enhance service delivery, resource allocation and decision-making processes;
b. Recognises the need to prioritise ethical considerations and responsible use of AI systems to protect the privacy and other rights of the community and ensure fairness, transparency, and accountability; and
c. Calls on the NSW Government to establish guidelines and/or policies that promote the ethical and responsible use of AI in the local government sector.

29 Lake Macquarie City Council - Liability of councillors

That Local Government NSW works with the Office of Local Government and NSW Parliamentary Counsel to review current and proposed NSW Government legislation to ensure it does not imply liability on Councillors for operational matters over which they have no control.

Workforce and skills

31 Bega Valley Shire Council - Skills for visas in regional communities

That Local Government NSW advocates to the Department of Home Affairs (Federal) and Investment NSW to utilise the Regional Development Australia Skills Audits to better inform the skilled occupation list, with each region able to have a regionally specific skills list tailored to identified regional needs. This will ensure a more efficient matching of migrants and skills and will help to retain migrant skills within the regions.

32 Randwick City Council - Support for early childhood education in the local government sector

That Local Government NSW commits to supporting councils to recruit and retain early childhood educators by:

1. Calling on the NSW State Government to:
   a. increase support for public early childhood education services, including extending the paid placement funding offered to ECT students to Diploma and Certificate III students, and;
   b. support councils to expand high quality early childhood education and care through long daycare, out of hours care, pre-school, and occasional care.
2. Bargaining with the United Services Union and its members in good faith to achieve an increase to wages for early childhood educators above inflation, as well as leave provisions and hazard pay that reflect the risk of infection associated with work in early childhood education.

This issue was also raised by City of Sydney, Inner West councils.

Waste

35 Blacktown City Council - Bans or tariffs to manage non-recyclable and composite plastics

That Local Government NSW calls on the NSW Government to work with the Australian Government to expedite a ban or provide a tariff on non-recyclable and composite plastics that cannot be recycled in Australia.

36 Blacktown City Council - Risks and costs of local government FOGO mandate

That Local Government NSW calls on the NSW Government to ensure the food organics garden organics (FOGO) mandate is achievable, and doesn't expose local councils to unnecessary risk and cost by:

1. Extending the roll-out of mandated FOGO services to multi-unit households until 2035
2. Ensuring minimum and maximum collection frequencies are not mandated for domestic waste collection
3. Ceasing to promote that current FOGO services are achieving a 2.6% contamination rate
4. Offsetting the full costs of implementation of the mandated FOGO services using additional funds from the section 88 Waste Llevy revenue.

This issue was also raised by Western Sydney Regional Organisation of Councils.

37 Wollongong City Council - Chemicals in food packaging

That Local Government NSW lobbies the NSW Government to address PFAS and other chemicals being used in compostable packaging and ensure that there are adequate standards enforced on compostable packaging so it can be processed in municipal FOGO collection schemes.

38 Wollongong City Council - Right to repair

That Local Government NSW:

1. Lobbies the Australian Government to act on the Productivity Commission Right to Repair report recommendations, and
2. Writes to the NSW Minister for Environment and Minister for Fair Trading requesting that the Right to Repair be included in forthcoming circular economy policy reform.

Housing

39 LGNSW Board - Addressing the housing crisis across NSW

1. That Local Government NSW calls for urgent action to address the housing crisis by advocating to the NSW Government to:
    a. Undertake and publish an audit of all public, social and affordable housing assets in NSW, as well as government land that could be used for this purpose,
    b. Make significant investments in public, social and affordable housing right across NSW, as well as the enabling infrastructure required to support it,
    c. Instil high levels of liveability and climate sensitive design standards into all new government delivered housing,
    d. Ensure that any public and affordable housing reforms:
        i. results only in developments that maintain this housing in perpetuity, not for only 15 years. This can also be delivered by alternatives to SEPPs such as a state-wide inclusionary zoning measures or the expansion of the recently introduced Housing and Productivity Contribution to include affordable housing as a better way to increase affordable housing in NSW,

ii. are developed in consultation with local government to ensure the reforms consider local amenity and character and align with, rather than override, local planning rules and housing strategies,
iii. occur within a strategic, precinct-based framework which is supported by effective infrastructure planning rather than site-by-site (ad hoc) approaches,
iv. reconsider whether growth areas and precincts that have been through detailed planning investigations, rezoning and infrastructure assessment in the last 10 years have the capacity to accommodate the proposed further 30% development uplift beyond the controls already in place,
v. maintain or increase council involvement and delegation in approval processes.
vi. recognise the role of council owned, not-for-profit community housing provider managed, affordable housing stock in catering to local needs.

e. Establish an agency to oversee a collaborative approach between the NSW Government, councils, Community Housing Industry Association (CHIA), and community housing providers, and ensure that social and affordable housing is managed by the NSW Government or a not-for-profit community housing provider,
f. Review standards for manufactured homes, caravans and crisis housing to ensure they are fit for purpose,
g. Introduce measures to address land banking associated with residential land,
h. Make grant funding available to councils to support strategic planning to identify land that could be rezoned to enable more housing, as well as the infrastructure needed to support it,
i. Prioritise the foreshadowed review of the regulation of short-term rental accommodation to ensure local government has the ability to respond flexibly to balance housing and the local visitor economy.

2. LGNSW reiterates that expanded State Significant Development pathways for developments utilising Housing SEPP provisions bypass normal planning controls and will have impacts for local communities.

This issue was also raised by Shoalhaven City, City of Newcastle, City of Parramatta, City of Sydney, Kempsey Shire, Greater Hume Shire, Leeton Shire, Murray River, Narrabri Shire, Bega Valley Shire, The Hills Shire councils.

40 North Sydney Council - Affordable housing and planning

That Local Government NSW lobbies the State Government to implement mandatory inclusionary zoning to provide for a minimum percentage of social and affordable housing for any new housing projects, for the life of the building/project.

41 City of Newcastle - Adoption of livable housing design to improve adaptability and access

That Local Government NSW calls upon the NSW Government to:

1. Adopt the Livable Housing Design Standards (silver level) introduced into the National Construction Code in 2022, joining all states and territories (except WA) who have already adopted the new minimum standards.
2. Amend the 2023 NSW Land and Housing Corporation Design Requirements so that the Platinum Level Livable Housing Design Guidelines are mandatory for all new social housing. This includes all public housing, community housing and housing owned or managed by the Aboriginal Housing Office.
3. Amend planning instruments and laws to mandate that all new build community housing and affordable housing, where the property owner benefits from any form of financial assistance or other benefit (such as height/FSR exemptions) provided directly or indirectly by the Federal

government, NSW government or a local council, must incorporate the Platinum Level Livable Housing Guidelines.

4. Include in the 2023-24 Action Plan for the NSW Housing Strategy Housing 2041:
   a. Targets to ensure that the implementation of the Platinum Level Livable Housing Guidelines in new public, social and community housing, as well as affordable housing, occurs at the same time as the rollout of state and Commonwealth funding;
   b. Support for local government in undertaking reviews of their DCP and introducing Platinum Level Livable Housing Design Guidelines;
   c. Promotion of government leadership in mandating the Platinum Level Livable Housing Guidelines in public, social, community and affordable housing;
   d. Development of a communication strategy which will explain the benefits of improved housing accessibility to the community and industry.

And that Local Government NSW writes to the Minister for Housing Rose Jackson MLC and the Minister for Planning Paul Scully MP, within 28 days.

This issue was also raised by Cowra, Randwick City councils.

42 City of Sydney - Short term rental accommodation

That Local Government NSW:

1. Commissions a study to report on the impact that short-term rental accommodation is haing on rental affordability and availability and tourist accommodation in NSW.
2. Advocates for local Councils to be given stronger powers to cap the number of days per year that a property can be used for non-hosted short term rental accommodation.
3. Ensure local government has the ability to respond flexibily to balance housing and the local visitor economy.

43 Waverley Council - Unaffordable rents and rent increases

That Local Government NSW steps up concerted advocacy efforts with decision-makers, government agencies, the newly established office of Rental Commissioner and the broader community to support urgently needed rental reforms, intervention and innovation across the housing system, to effectively address escalating rents and the lack of renters' rights through measures that ensure rents do not increase faster than inflation and wages, and that promote longer and more secure tenure.

This issue was also raised by Bega Valley Shire Council.

Community

44 Bega Valley Shire Council - Funding model for arts and cultural facilities

That Local Government NSW advocates to the NSW Government to investigate a model of funding for council-run art galleries, performing arts facilities and museums that is similar to the NSW Library Annual Funding and Subsidy Adjustment Calculation.

45 Blue Mountains City Council - Support for the NSW Public Libraries Association's "Birth to Five - Read and Thrive" campaign

That Councils at the LGNSW Annual Conference support the NSW Public Libraries Association's "Birth to Five - Read and Thrive" campaign, which calls on the State Government to work with

NSWPLA and councils to develop a state-wide early childhood literacy framework to be delivered in council-run public libraries across NSW.

46 City of Newcastle - NSW carer's strategy action plan

That Local Government NSW recognises the valuable social and economic contribution that carers make to the community, acknowledges the diverse needs of carers and calls upon the NSW Government to:

1. Review the NSW Carers (Recognition) Act upon the conclusion of the parliamentary inquiry into the Commonwealth Carers (Recognition) Act.
2. Work with LGNSW to improve local government commitment to carers by:
   a. Educating councils about their obligations under the NSW Carers (Recognition) Act.
   b. Funding inclusion, equity and diversity initiatives in councils to better support working carers in the provision of flexible work arrangements, executive champions, employee carer networks and information about leave provisions and external resources.
   c. Assisting councils to develop data about employees who identify as carers.
   d. Developing evidence-based actions and measurable outcomes in the next Carer Strategy Action Plan.
3. Work with their federal, state and territory counterparts on a new National Carers Strategy which identifies priorities and actions and mandates measurable outcomes and support the creation of a National Carer Advisory Council.

47 Cowra Council - NSW mobility parking scheme

That Local Government NSW:

1. Consults with scheme users around changing the language.
2. Writes to the NSW Government requesting consideration of changing the language within the published material associated with the NSW Accessibility Parking Scheme to remove the word "disability".

48 City of Sydney - Local council outreach services for seasonal workers

That Local Government NSW writes to the Hon Tony Burke Minister for Employment and Workplace Relations asking the Commonwealth Government to:

1. Work with approved employers to provide relevant Councils with information about the number of Seasonal Workers expected and their countries of origin so Councils can understand their cultural needs, prepare the community for their arrival and consider and plan for their needs as part of their Local Emergency Management Plans;
2. Increase the frequency of check-ins by the Australian Government particularly to ensure living conditions meet the requirements outlined in the PALM Scheme Approved Employer Guidelines; and
3. Provide direct funding to Councils to establish dedicated local service hubs to provide Seasonal Workers with targeted programs, including by:
   a. developing pathways and support outreach programs that connect Seasonal Workers to organisations that centre on the needs of migrants to assist Seasonal Workers to access culturally sensitive assistance to access relevant information, health and mental health;
   b. culturally appropriate and non-biased Pastoral care through Australian South Sea Islander (ASSI), Aboriginal, Torres Strait Islander, Pacific and Culturally and Linguistically Diverse and Culturally and Racially Marginalised (CARM) community organisations that can demonstrate a deep knowledge of culture and the Seasonal Worker Program and its people;
   c. working with local Australian South Sea Islanders (ASSI) and First Nations leaders, communities and/or organisations to provide the specific cultural awareness training and

culturally appropriate introduction and networking to the traditional owners and other cultural authorities of the area; and

d. working closely with the law enforcement authorities in respective Councils to educate Seasonal Workers about law and order and Councils' regulations and by law on public order.

49 Gunnedah Shire Council - Funding for hoarding and squalor

That Local Government NSW calls on the NSW Government to:

1. Increase funding to the health and community services sectors to decrease cases of hoarding and squalor, and
2. Provide annual funding to the Office of Local Government, for councils to apply for, to fund the extraordinary and unpredictable costs of compliance and enforcement related to hoarding and squalor.

51 Broken Hill City Council - Clubgrants scheme

That Local Government NSW:

1. Supports that the administration and delivery of the ClubGRANTS scheme (Category 1) remains local and not be amended so that the funds are paid into consolidated State revenue, with no local control on how the funds are donated.
2. Writes to the Premier of NSW, Minister for Liquor and Gaming, NSW Opposition Leader, and Shadow Minister for Liquor and Racing stating that Local Government NSW supports ClubGRANTS (Category 1) remaining under local LGA control.
3. Urges the State Government to implement cashless poker machines with harm reduction features.

52 Waverley Council - Early education and care

That Local Government NSW:

1. Establishes a taskforce to work collaboratively with the State and Federal governments on urgently needed sector reforms following this year's early childhood education and care services inquiries by the Australian Competition and Consumer Commission, the Independent Pricing and Regulatory Tribunal and Deloitte.
2. Advocates to the NSW Government to set up a dedicated local government funding stream in recognition of councils' significant role and status in the early education and care sector.

53 Kempsey Shire Council - Gambling reform

That Local Government NSW-calls on the State Government to ensure that councils have the right to make submissions about increases to poker machine numbers in their LGA.

55 Gunnedah Shire Council - Amendment to more doctors for rural Australia program

That Local Government NSW calls on the Federal Government requesting:

1. Amendment to MDRAP (More Doctors for Rural Australia Program) by removing Monash Modified Model 2 zone from the program, thereby incentivising more doctors to locate to rural and remote regions within Australia, and
2. That college training programs be modified to reflect any changes to the MDRAP.
3. That state and federal governments create university medical positions for rural NSW students who would return to rural areas for two years in lieu of HECS debts.

56 Liverpool City Council - Medicare psychology services

That Local Government NSW writes to the-NSW Minister for Health, the Hon Mark Butler MP, seeking an increase in the number of psychologists employed by NSW Health, with priority given to:

a. Community based positions.
b. Improving the capacity of community based psychologists to assist patients with complex needs.
c. Growing the Aboriginal psychology workforce.

58 City of Sydney - Support for drag story time events in local government

That Local Government NSW:

1. Encourages and facilitates member councils to organise local events that are inclusive for LGBTQIA+ residents year-round;
2. Supports councils to facilitate community-driven safety solutions to ensure that drag story time and similar events can take place at council facilities safely for performers and attendees; and
3. Encourages member councils to ensure that drag performers receive payment in full for events that are cancelled.

This issue was also raised by Inner West Council.

59 Georges River Council - Multicultural Principles and best practice

That Local Government NSW and all councils observe the Multicultural Principles in conducting its affairs based on *Multicultural NSW Act 2000* and work with Multicultural NSW to establish the best practice in their administration.

60 Broken Hill City Council - Use of NSW benefit schemes for cross-border communities

That Local Government NSW calls on the State Government to investigate arrangements for the use of any NSW benefits in neighbouring states for cross-border communities e.g. First Lap Grant, Travel Benefits at United Service Stations and write to all Local Members with cross-border councils regarding this matter.

61 Waverley Council - Tourism impacts

That Local Government NSW increases its advocacy to ensure local councils receive fair funding from both the Federal and State governments in order to:

1. manage security related risks and anti-social behaviour (and remove user pays arrangements for government services such as police), and
2. meet the additional costs from waste and cleansing from the impacts of tourism and the influx of visitors to the local area.

This issue was also raised in a second motion from Waverley Council.

62 Gunnedah Shire Council - First response policing agreement

That Local Government NSW calls on the NSW Police Minister and the NSW Commissioner of Police to direct the commanders of each police region in NSW to ensure:

1. Each police station have an endorsed "First Response Policing Agreement" in active use, and
2. That each "First Response Policing Agreement" commitment is made available to the community in which it represents.

63 Kempsey Shire Council - Youth crime and drugs

That Local Government NSW lobbies the NSW Police Minister and Premier to form alliances with police, local councils, NSW Government agencies, community representatives and NGOs to holistically tackle the serious increase in youth crime and drug use in NSW communities.

This issue was also raised by Narrabri Shire Council.

64 City of Parramatta Council - Gender neutral toilets and change rooms

That Local Government NSW supports the design and construction of gender neutral toilet blocks and change rooms at all parks and playing fields in NSW.

65 Northern Beaches Council - Greater community access to sporting and cultural facilities in schools

That Local Government NSW:

1. Advocates to the NSW Department of Education and Schools Infrastructure NSW to provide greater access to sporting and cultural facilities in schools to provide much needed rehearsing, performance, training and playing fields out of school hours.
2. Lobbies Schools Infrastructure NSW to engage with councils in the design development process for new schools to ensure that community access to sporting and cultural facilities is prioritised in the development of new spaces.
3. In addition lobby for greater access to private school facilities.

This issue was also raised by Bega Valley Shire Council.

Climate change and energy

68 Clarence Valley Council - Manufacturers to declare carbon emissions for building products

The Local Government NSW lobbies the NSW Government to prepare a policy and associated legislation or other regulatory mechanism/s to require manufacturers of new building products sold in NSW to declare the level of carbon emissions generated to make the product, to enable consumers to make informed decisions about the carbon footprint of new building works, including renovations.

69 Inverell Shire Council - Reduction in greenhouse emissions for agricultural sector

That Local Government NSW seek a commitment from the Federal Government that when it is determining measures to reduce greenhouse emissions for the agricultural sector, that it specifically exclude an order to cull the national livestock herd to avoid adverse impacts on local economies.

70 Shellharbour City Council - Actions to address a warming climate

That Local Government NSW advocates for NSW and Federal Government funding to support and encourage councils to facilitate roundtable discussions within each LGA to prepare for and take action to address the consequences of a warming climate.

Roundtables would involve relevant stakeholders such as businesses, industry, community and State and Federal government agencies.

72 Muswellbrook Shire Council - Economic roadmap for transition from hydrocarbons

That Local Government NSW calls on the NSW Government to formulate an economic roadmap for NSW, and in particular directly impacted councils, in relation to the transition from hydrocarbon based industries.

73 North Sydney Council - Power Sharing

That Local Government NSW lobbies the State and Federal Government to:

1. Adopt a policy to encourage neighbourhood power sharing and community battery scheme for Local Government Areas.
2. Secure financial and logistical support for the introduction of pilot neighbourhood schemes for power sharing schemes and community batteries.
3. Secure funding for a community awareness and education campaign in co-operation with LGNSW and member councils to promote community batteries and self-sufficiency in power generation.

74 Shellharbour City Council - Smart energy schools pilot program expansion

That Local Government NSW advocates for the NSW Government to expand the 'Smart Energy Schools Pilot Program' beyond the pilot period to:

1. Allow additional schools to install significant solar power generating capacity, battery storage and Virtual Power Plant participation.
2. Upgrade and expand schools with existing solar to provide additional solar power generating capacity and battery storage.
3. Expand the program into community scale battery storage facilities to all eligible NSW schools with significant solar power generating capacity and to collect significant solar generation.

75 Wagga Wagga City Council - Creation of a body to supervise the decisions of Transgrid

That Local Government NSW advocates to the NSW Government for the immediate establishment of a supervisory body to oversee the decisions of TransGrid, and that the supervisory body be an advisory body to the Minister.

76 Snowy Valleys Council - Undergrounding Transgrid transmission infrastructure

That, in the interests of the conservation of biological diversity and visual amenity, Local Government NSW advocates for the undergrounding of Transgrid transmission lines currently proposed as above ground infrastructure that would stretch across many areas of state and national ecological significance.

77 Muswellbrook Shire Council - Transportation of renewable energy project infrastructure

That Local Government NSW:

1. Calls upon the NSW Government to resolve road infrastructure constraints associated with the transportation of renewable energy project infrastructure to Renewable Energy Zones.
2. Advocates for all impacted local roads to be reclassified as State Roads for the duration of renewable energy construction works.
3. Advocates for a live app. to be funded by renewable energy project proponents that will enable impacted community members to track the passage of oversize vehicles through their Shire and to thereby enhance the safety of communities who must negotiate the passage of these oversize vehicle movements.

79 Queanbeyan-Palerang Regional Council - Amendments to BASIX

That Local Government NSW calls on the NSW Government to update the Building Sustainability Index (BASIX) to remove installation of gas in new dwellings and renovations, to support a rapid transition away from fossil fuels and towards electrification powered by renewable energy.

This issue was also raised by Wollongong City Council.

80 Warrumbungle Shire Council - Offshore wind farms strategy

That Local Government NSW calls on the NSW Government to develop a comprehensive offshore wind farms strategy close to major demand centres in order to speed up the transition to renewables.

81 Waverley Council - Electric vehicle chargers

That Local Government NSW:

1. Urgently advocates to the NSW Government against the mandatory requirement for councils to undergo an assessment and produce a review of environmental factors (REF) for on-street electric vehicle (EV) chargers under the new State Environmental Planning Policy (Transport and Infrastructure) Amendment (Electric Vehicles) 2023.
2. Notes that while Local Government NSW fully supports the NSW Government's efforts to promote electric mobility and reduce greenhouse gas emissions, it believes that this particular regulatory requirement is unnecessary and will significantly delay the roll-out of EV chargers across NSW.

Planning

82 Georges River Council - NSW Government to take steps to improve Private Certification processes

That Local Government NSW urges the NSW Government to take steps to improve Private Certification processes, including, but not limited to:

a. Empowering councils to enable them to act against infringements or other malpractice committed by Private Certifiers, e.g., to issue penalty notices for non-compliance with approvals;
b. Undertaking discussions with the Department of Customer Service (NSW Fair Trading) regarding developing and piloting a system to deal with complaints by neighbours or other third parties (rather than having to contact the certifier);
c. Creating an authority to arbitrate on objections to Complying Developments and provides free advice to members of the public to assist them in submission writing.
d. Mandating the provision of notifying Complying Development Certificate applications to neighbours by letter, and also to the general public through the NSW Planning Portal and council website;
e. Allowing members of the public 14 days' notice to lodge objections;
f. Examining whether the allocation of Private Certifiers from an approved list would assist in stamping out malpractice;
g. Funding councils so that they are adequately equipped to police the actions of private certifiers by way of a development compliance levy as part of the application lodgment process;
h. Increasing penalties for non-compliance; and

i. Ensuring that the Departments of Customer Service and Planning and Environment are resourced and empowered to respond promptly and effectively when dealing with breaches by certifiers.

This issue was also raised by Ku-ring-gai, Lane Cove councils.

83 Federation Council - Planning resources

That Local Government NSW lobbies the State Government for financial support for planners and building surveyors at a local government level throughout NSW.

84 Muswellbrook Shire Council - Rationalise house block sizes in rural NSW

That Local Government NSW advocates for local councils in rural and regional areas to determine the minimum lot sizes for new developments in their LGA.

85 Penrith City Council - Controls to manage clustering of boarding houses and co-living housing

That Local Government NSW writes to the Minister for Planning and Public Spaces requesting that the provisions of the State Environmental Planning Policy – Housing 2021 (the Housing SEPP) be amended to include controls that:

1. Prevent the clustering of boarding houses and co-living housing across all residential zones; and
2. Strengthen locational requirements of boarding houses and co-living housing to ensure occupants have good access to public transport and essential services.

86 Wollongong City Council - Regulating derelict buildings - employment zones

That Local Government NSW works with DPE to establish best practice policy parameters that support councils to enhance employment zoned areas, particularly where buildings have been left to deteriorate and are negatively impacting economic activity.

87 Woollahra Municipal Council - Pubs

That Local Government NSW:

1. Notes that:
   a. pubs are significant and cherished meeting spots, recognised as a valuable 'third space' providing venues for social connection and companionship;
   b. pubs add to the personality and social fabric of their neighbourhoods and are recognised for their cultural, heritage and architectural significance; and
   c. communities articulate the sense of belonging and reciprocity lost when change of use applications are approved.
2. Resolves to:
   a. raise with the State Government and in particular, the Heritage Minister, community concerns over the growing trend of conversion of heritage listed pubs;
   b. request the State Government explore legislative reforms to better protect pubs from a change in use; and
   c. request the State Government increase funding and availability of grants to study the heritage, cultural and social significance of pubs throughout NSW.

88 City of Newcastle - Accelerated development application system

That Local Government NSW:

1. Acknowledges the successful development, trial and roll-out of the new City of Newcastle Accelerated Development Application System, the implementation of which has the ability to reduce processing times for eligible development applications to within five to 15 days.

2. Notes that the Accelerated DA pathway presents an innovative approach to facilitating timely development outcomes, with some of the onus on the applicant to provide a quality submission that reduces the double-handling of information and speeds up the process, while still ensuring applicants are able to expect the same standard of professional review for each application seen by the assessment team.
3. Calls on the NSW Government to fund the state-wide adoption of the system to streamline and accelerate determinations of development applications across the local government sector.

89 Penrith City Council - Review of section 10.7 certificates

That Local Government NSW advocates to the NSW Government to undertake a review into Section 10.7 Certificates, to explore opportunities to simplify and ensure only relevant information to each property is provided in a clear, concise and easy to understand format.

90 Narromine Shire Council - Rural and regional environmental autonomy

That Local Government NSW requests the Minister for Planning and Public Spaces to vary the *Environmental Planning and Assessment Act 1979* to allow more autonomy for Rural and Regional Councils to operate in a manner that suits their local environment rather than that of a metro area.

91 Lake Macquarie City Council - Local leadership of community consultative committees

That Local Government NSW calls on the NSW Government to prioritise the appointment of Community Consultative Committee (CCC) chairpersons from within the geographical region that the CCC operates.

93 Murray River Council - Local planning decision making for land rezoning

To reduce considerable time delays to residential land rezonings, for rural areas, the NSW Government should review and amend the Concurrence and Referral SEPP to remove DPE as a concurrence authority for any residential land rezoning (planning proposal) that is identified within the council's approved/adopted local housing strategy.

Separate but additional approval/concurrence procedures are already in place when DPE is reviewing and approving/endorsing councils' local housing strategies; the current requirement for DPE concurrence for planning proposals is effectively doubling up on assessment of local land rezoning processes and adding considerable time delays with no perceived value-add to the process.

Motions referred to the Association's Board

In accordance with Standing Order 39, Motions 94 to 131 and L1 were referred to the Association's Board for consideration.

Planning (cont.)

94 City of Canterbury - Bankstown Council - Land and environment court leave to rely on revised plans

That Local Government NSW lobbies the Minister for Local Government to call upon the Land and Environment Court to adhere to its own Practice Note when considering applications for revised plans prior to hearing.

95 Eurobodalla Shire Council - NSW planning portal

That Local Government NSW calls on the NSW Government to:

1. Repeal the requirement to prepare notice of determinations in the NSW Planning Portal immediately and instead require a standard format for development consents and conditions of consents.
2. Prepare a road map for the Planning Portal in consultation with NSW local government and vendors, ie, Tech 1, Civica, etc. The roadmap must include the proposed functionality of the Portal that are to be investigated and implemented over time.
3. Establish a Planning Portal Governance Committee with senior representatives from local government to:
   a. oversee and agree to an enhanced Planning Portal road map
   b. review and endorse strategies for training and communication with key stakeholders, and
   c. monitor ongoing costs and integration.
4. Retain the ePlanning Council Reference Group to focus on improvements to Planning Portal functionality with enhanced capacity for members to add agenda items.
5. Cover all costs incurred by councils to implement and operate the NSW Planning Portal, including staff costs, systems and process amendments, Application programming interface (API) development, maintenance, and licensing in order to avoid the cost shift and adverse impact on council budgets.

This issue was also raised by City of Parramatta, Lake Macquarie City, Shoalhaven City councils.

96 The Hills Shire Council - Review of LG Reg (home estates, caravan parks, camping and moveable dwellings)

That Local Government NSW calls on the NSW Government to review the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021, taking into account feedback from regulators and businesses.

This issue was also raised by Tweed Shire Council.

Emergency management

97 Bega Valley Shire Council - Local Emergency Management Officers

That Local Government NSW calls on the NSW Government to use funds allocated to the NSW Reconstruction Authority to fund executive level Local Emergency Management Officers (LEMOs) to ensure that our communities are better prepared for and protected during emergencies.

98 Bland Shire Council - Council co-contribution to disaster grant funding to improve assets

That Local Government NSW:

1. Applauds the actions of the Government in permitting the use of additional funds sourced from Councils to improve assets as part of the most recent flood emergency.
2. Seeks a commitment from State and Federal Government agencies to review Disaster and Emergency funding criteria for expenditure to allow Council co-contributions to improve assets damaged during critical events.

99 Cabonne Council - National disaster insurance

That Local Government NSW lobbies the Commonwealth Government to fast-track initiatives from the Hazards Insurance Partnership and Strategic Insurance Project, and urgently investigate a federally funded national disaster insurance scheme to offer residents and businesses impacted by trending environmental conditions, protection and access to affordable insurance premiums.

100 Cabonne Council - Funding for disaster impacted communities

That Local Government NSW calls on the NSW Government to extend the Community Assets Program and Resilient Homes Package funding to LGAs affected by the flood events in September and November 2022.

101 Cabonne Council - Natural disaster funding claims

That Local Government NSW advocates that the NSW Government take steps to ensure the fast-tracking of natural disaster payments to councils so the councils cash flow is not negatively impacted and it can maintain its legislative financial statement requirements.

This issue was also raised by Forbes Shire Council.

102 Kyogle Council - NSW Reconstruction Authority - quarries

That Local Government NSW requests the NSW Reconstruction Authority to use its powers to, on the request of the relevant council, temporarily remove restrictions on truck movements and extraction rates for all quarries within their currently approved extent of extraction, for a limited time of say up to 24 months after a natural disaster when the materials are being used for restoration of essential public assets.

103 Penrith City Council - Clarity on processes about establishment of new flood planning levels

That Local Government NSW calls on the NSW Government to provide clarity regarding the risk management framework, timeframes, priority catchments and consultation process, for the establishment of new Flood Planning Levels in accordance with Recommendation 18 from the 2022 Fuller/O'Kane Inquiry.

104 Penrith City Council - Role of the NSW Reconstruction Authority in emergency planning and recovery

That Local Government NSW calls on the NSW Government to provide clarity in the role and responsibility of the NSW Reconstruction Authority in the governance of emergency planning, preparedness and recovery including:

1. Clarity on the Reconstructions Authority's role in placing constraints on development, including in the setting of flood planning levels
2. The role of the Reconstruction Authority to engage with Councils to actively manage mitigation of constraints as appropriate.

This issue was also raised by Bega Valley Shire Council.

Environment, biodiversity, biosecurity

105 Willoughby City Council - Increased protection of trees

That Local Government NSW:

1. Urgently undertakes a review of the legislative regime for tree protection and seek increased penalties and deterrents, including significantly increased fines and community service for the destruction and vandalism of trees in NSW. The review is to include the destruction and vandalism of vegetation in environmentally sensitive areas such as riparian zones, areas of high biodiversity value and foreshore protection areas. The review should identify opportunities to better coordinate tree protection across NSW, along with improved education and awareness around the importance of tree protection to build stronger community support.
2. Advocates for effective reform to improve collaboration and coordination in education and enforcement to combat tree vandalism in NSW.

This issue was also raised by Georges River, Ku-ring-gai, Mosman councils.

106 Tweed Shire Council - Street trees as essential community infrastructure in New South Wales

That Local Government NSW advocates that the NSW Government :

1. Reintroduces street trees as eligible community assets through the Section 7.11 Contributions Plan.
2. Investigate and implement a suitable mechanism and governance structure that would enable councils to introduce a fee for succession planting and compensatory tree planning.

107 Strathfield Council - Role of the EPA in exercising their compliance powers

That Local Government NSW calls on the NSW Environment Protection Authority (EPA) to exercise its compliance powers. NSW EPA is a public agency and it should protect the public's interest. The agency regulates all activities which fall under the jurisdiction of the Protection of the Environment Operations Act (POEO) including contamination, noise, air, waste and water pollution. NSW EPA are slowly divesting their compliance responsibilities and have moved away from compliance to strategy.

108 Kyogle Council - Funding for private native forestry compliance and enforcement

That Local Government NSW advocates for the State Government to properly fund the EPA and Local Land Services to carry out compliance and enforcement of legislation and Codes of practice for the proper management of Private Native Forests.

109 Georges River Council - Pollution of the state's waterways through sewage overflow

That Local Government NSW requests that the NSW Government takes steps to prevent future pollution of the state's waterways through sewage overflows, including but not limited to the upgrade of the Georges River-Malabar main carrier and the treatment plants within that system,

110 Lane Cove Council - Idling of motor vehicles causing excessive air pollution

That Local Government NSW advocates to the NSW Government and NSW Department of Planning and Environment, to extend the current offence of noise from an idling vehicle (Protection of the Environment Operations (Noise Control) Regulation 2008) to make it a traffic offence for excessive idling of a motor vehicle that causes air pollution in public areas.

111 Woollahra Municipal Council - Reducing water pollution from construction sites

That Local Government NSW advocates that the NSW Government takes the following steps to reduce water pollution from construction sites:

1. Undertake a review of the current guidelines relating to erosion and sediment control, referenced in the Department of Planning and Environment's standard development application conditions, to ensure they are up to date and represent best practice. The referenced guidelines are "Managing Urban Stormwater - Soils and Construction" 2004 published by the NSW Government (also commonly known as The Blue Book) and the "Do it Right on Site" guidelines published by the Southern Sydney Regional Organisation of Councils and the Natural Heritage Trust, 2001.
2. Explore further opportunities to educate builders and renovators on the importance of essential erosion and sediment controls to prevent run off from building sites entering our waterways.
3. Review the level of penalties that apply to water pollution incidents.

112 Albury City Council - Banning the release of gas filled balloons

That Local Government NSW seeks the State Government to amend the Protection of the Environment Operations (POEO) Act 1997 to ban the release of all balloons if the balloons are inflated with a gas that causes them to rise in the air, excluding balloons that are hot air balloons that are recovered after landing or balloons released for scientific (including meteorological) purposes.

113 Georges River Council - Abandoned trolleys

That Local Government NSW requests that the NSW Government amends the Public Spaces (Unattended Property) Act so that retailers are obliged to collect all abandoned trolleys within three hours of notice being given.

114 Camden Council - Conserving koala habitat in the planning for new urban development

That Local Government NSW lobbies the NSW and Australian Governments for increased protection of koala habitat in the planning for new urban development, including in the Wilton and Greater Macarthur Growth areas.

115 City of Newcastle - Coastal erosion mitigation and sand replenishment

That Local Government NSW calls on the NSW Government to plan strategically and support local councils under its coastal management framework by:

1. Developing a state-wide approach for a sustainable sand nourishment program to support local councils as they develop Coastal Management Programs
2. Establishing a whole of government approach to climate change impacts, including coastal erosion, recession and sea level rise.
3. Providing greater support to the delivery of Coastal Management Programs which are critical to ensure the long-term sustainability of our coasts and estuaries.

4. Formalising a catchment approach for our estuaries, involving all significant stakeholders and adequate funding, to ensure threats to these highly valued areas are more effectively and efficiently managed now and into the future.
5. Appointing a Coastal Commissioner to oversee coastal management on a statewide basis and advisors to assist councils.

116 Tweed Shire Council - Safe cat, safe wildlife

That Local Government NSW writes to the Minister and Shadow Ministers for Local Government, Environment and Animal Welfare requesting the following reforms to better manage the highly negative impact of roaming domestic cats on wildlife and improve the health and welfare of companion animals:

1. Amend the *Companion Animals Act 1998* and associated Companion Animals Regulation 2018 to enable local governments to enforce the containment of pet cats in NSW. The introduction of these containment laws to include phase-in periods and community support and monitoring frameworks.
2. Develop, and allocate funding towards a state-wide program to support local governments to enforce compliance with the *Companion Animals Act 1998*. This funding to include increasing the number of rangers available to undertake such compliance.
3. Streamline pet identification and registration processes into one process managed by Service NSW and accessible through self service functions within the Service NSW app.
4. Transition to mandatory desexing laws that align with existing state approaches in Western Australia, Tasmania, Australian Capital Territory, South Australia and Victoria.
5. Establish a $10 million, three-year state-wide grant program to support councils to implement domestic cat containment policies and associated responsible cat ownership programs. The program to include: identification and registration measures, large scale desexing and microchipping programs and effective education programs to support people to keep their cats contained.
6. Implement a state-wide 'Safe cat, safe wildlife' campaign that includes the development of a central, state-wide online platform, in consultation with councils, relevant agencies and animal welfare bodies to make responsible pet ownership information easily accessible.

This issue was also raised by Blue Mountains City, Eurobodalla Shire, Queanbeyan-Palerang Regional, Tamworth Regional councils.

117 Byron Shire Council - Non-lethal dingo management

That Local Government NSW:

1. Recognises that dingoes are native animals with an important ecological role and are worthy of protection and care.
2. Acknowledges the long connection between dingoes and Aboriginal Australians and endeavour to respect this connection in relevant actions of the LGNSW.

2A. Recognises that Australia's traditional people consider dingoes as Creator and Dreamtime Beings, they formed the lands, the waterways, and constellations. They mapped ancestral Songlines across this continent. The Dingo is essential to keep storylines, custom and culture alive. Dingoes remain deeply embedded in the daily lives of First Nations peoples as companions, hunting partners, protectors, and family members. Dingoes are considered Kin to many First Nations groups throughout all of Australia.

3. Notes there have been recent genetic studies indicating that a high proportion of wild dogs in Australia are pure dingoes and dingo-hybrids.
4. Commits to-working towards new and updated investigations, community education, research, implementation of non-lethal dingo management;

5. Explores the recognition and protection of dingoes as a native species in the *Biodiversity Conservation Act 2016 (NSW)*.

Roads, transport, infrastructure, land

118 Clarence Valley Council - Protecting regional water utilities from privatisation

That Local Government NSW lobbies the NSW Government to prepare a policy and associated legislation or other regulatory mechanism/s to ensure regional water facilities are retained under public ownership.

119 Muswellbrook Shire Council - Upgrade water infrastructure to unlock housing and industry

That Local Government NSW calls for:

1. Any housing strategy established and implemented by the State and/or Federal Government, to give consideration to the capacity of Local Water Utilities to provide sustainable water and wastewater services to new housing and industrial developments.
2. Grant funding opportunities to be increased and made available to Local Water Utilities for the provision of upgraded and/or renewed water and wastewater infrastructure, and that these grants not be tied to onerous co-contribution arrangements.

This issue was also raised by Cabonne Council.

120 Federation Council - River and dam management

That Local Government NSW calls on the State Government-to consult with councils on potential improvements to air space management rules and procedures in NSW Dams such as Lake Hume to lessen impacts of downstream flooding.

121 North Sydney Council - Return of Public Open Space

That Local Government NSW lobbies the State Government to return land that is compulsorily acquired for major projects to the care and control of the local council, where requested and agreed by the council, when the land is no longer required for the purpose of major project construction and that the land be returned in a condition that meets the standards required for the use of the land as recreation and public open space.

122 Blacktown City Council - Separate plans of management for community land categorised as natural area

That Local Government NSW calls on the NSW Government to amend the requirements for Plans of Management under the Local Government Act 1993, so that separate plans are not required for land categorised as Natural Area with critical habitat or affected by a recovery or threat abatement plan (s36A and 36B of the LG Act).

123 Blacktown City Council - Plans of management for community land

That Local Government NSW calls on the NSW Government to amend the requirements for Plans of Management under the *Local Government Act 1993*, so that when an additional parcel of community land is added to an existing Plan of Management, the addition be exhibited and submissions on that additional parcel of land only be received for a minimum of 14 days, and that no public hearing be required.

124 Clarence Valley Council - Native title compensation within and across LGAs

That Local Government NSW lobbies the NSW Government to

1. Prepare a policy and associated legislation or other regulatory mechanism/s that provide a consistent process for assessing, valuing and resolving native title compensation within and across LGAs, and
2. Establish a native title network for NSW council staff to connect, share information and discuss local government issues regarding native title.

125 Bega Valley Shire Council - Forestry Corp and National Parks contribution to road maintenance

That Local Government NSW:

1. Calls on the shareholder Ministers for Forestry Corporation (the Treasurer and Minister for Agriculture) to review its operations and contribute financially to haulage routes.
2. Calls on the NSW Minister for Environment and the National Parks and Wildlife Advisory Council to review the impact on local road networks of National Parks users and consider a mechanism for financial contribution to road maintenance.

126 Bega Valley Shire Council - Freight connectivity to international airports

That Local Government NSW advocates to the NSW Government and Australian Government to review in partnership with councils the freight connectivity routes into Canberra, Newcastle and Western Sydney international airports to improve access to growing international export markets for regional communities.

127 Broken Hill City Council - Next fuel outlet signage in regional and remote NSW

That Local Government NSW calls on the State Government to install signage on the outskirts of NSW regional towns/cities and cross-border towns/cities that lead to remote NSW advising of the distance to the next fuel outlet.

This will assist to ensure the safety of motorists driving vast distances through mobile black spot areas of Western NSW.

128 LGNSW Board - Equitable access to transport options

That Local Government NSW calls on the NSW and Australian Governments to:

1. Improve transport and bus services (including school bus services) for all residents in metropolitan, regional, rural and remote NSW,
2. Provide residents with environmentally sustainable and equitable public transport options that make living without a car a more viable option,
3. Prioritise action on the recommendations of the Bus Industry Taskforce, including delivering bus services to underserved communities, and
4. Re-instate the Regional Seniors Travel Card or a similar program to ensure fair and equitable access to travel.

This issue was also raised by Bayside, Narrabri Shire, Strathfield, Broken Hill City councils.

129 The Hills Shire Council - Parking enforcement in private carparks

That Local Government NSW calls on the NSW Government to review s650 of the Local Government Act 1993 to allow the enforcement of parking restrictions within privately owned 'free parking' carparks.

130 Wollongong City Council - Bikes on buses

That Local Government NSW lobbies the NSW Government to enable bikes to be carried on buses where possible if the need arises.

131 Wollongong City Council - Review of cycling on footpaths

That Local Government NSW writes to the NSW Government requesting a review of national and international best practice to improve cyclist safety and participation, including permitting cycling on footpaths, where practicable, for all age groups unless signposted otherwise.

Late Motions

L1 Woollahra Municipal Council - Proposed changes to the HOUSING SEPP and planning system

That Local Government NSW:

1. Welcomes the NSW Government's renewed focus on the provision of affordable housing.
2. Is concerned that proposed social and affordable housing reforms to the Housing SEPP and associated planning system instruments:
   a. will not facilitate the long-term supply of affordable housing,
   b. do not provide for affordable housing in perpetuity,
   c. do not provide certainty on the impact on existing infrastructure contributions and affordable housing contributions schemes,
   d. do not address how the additional infrastructure required by the additional density and growth in population would be funded,
   e. will undermine local planning controls, including sites that have been subject to a recently approved, refused or pending planning proposals, by allowing an additional increase of FSR and height to be sought (without a new planning proposal), and
   f. do not account for the impact of increased density on Heritage items, Heritage Conservation Areas (HCAs) and environmentally sensitive areas, areas of high Aboriginal cultural significance or high biodiversity significance.
3. Advocates for the NSW Government to defer the implementation of the proposed reforms to allow adequate time for:
   a. all councils to be consulted and provided with reasonable opportunity to prepare submissions,
   b. the proper consideration of all councils' submissions,
   c. the Department of Planning and Environment to address councils' concerns (including but not limited to the concerns outlined at paragraph 2), and
   d. the proper consideration of providing exemptions to the proposed reforms.

Appendix A - motions covered by resolutions

Covered by resolution 3

Waverley Council - Cost-shifting
That Local Government NSW increases its advocacy to oppose any cost-shifting that impacts member councils, including returning 100% of income from the waste levy to all NSW councils and reimbursing councils for the mandatory pensioner rate rebates.

Covered by resolution 4

City of Newcastle - NSW Audit Office and ownership of rural fire service assets
That Local Government NSW:

1. Notes the ongoing objections regarding the previous NSW Government's determination on ownership of Rural Fire Service assets;
2. Acknowledges the impact of the Government's position on council finances of this accounting treatment;
3. Calls on the newly elected NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of Rural Fire Service (RFS) assets by acknowledging that rural firefighting equipment is vested in, under the control of and the property of the RFS;
4. Calls on the NSW Government to amend s119 of the *Rural Fires Act 1997* so that the effect is to make it clear that RFS assets are not the property of councils; and
5. Continues advocating on behalf to affected councils to get clarification from the State Government about the accounting treatment of RFS assets.

Greater Hume Shire Council - NSW Rural Fire Service asset recognition
That Local Government NSW:

1. Supports the continued position that NSW Rural Fire Service plant and equipment is NOT included in the asset register and financial statements of any Local Government Authority, as these Authorities do not have care, control nor management of the plant and equipment, and
2. Writes to the Minister for Emergency Services requesting an urgent review of the legislation to ensure any ambiguity is resolved and removed.

Covered by resolution 5

Lithgow City Council - NSW government to fully fund RFS maintenance and repair costs
That Local Government NSW calls upon the NSW Government to fully fund RFS maintenance and repair costs. Between $300 and $400K is received each year to maintain both fleet and buildings with insufficient consideration of what is actually required and small increases year-on-year. For example, with RFS buildings, it is recognised that Council's asset management responsibilities cannot be sustainably met without some process of inspection, condition reporting and responsive funding allocation. In the past, the funding shortfall has led to Council subsidising the cost of operations to deliver necessary building works. However, going forward, Council does not have the capacity to absorb these unplanned costs.

A solution is required which honours the value of local volunteer firefighters, responds to the unique operational needs of this function, and assigns adequate and responsive funding without cost-shifting onto local government

Blayney Shire Council - Funding shortfalls - RFS trucks and equipment maintenance
That Local Government NSW requires the NSW Government to fully fund the Maintenance and Repair expenditure on trucks and other equipment for all Zones and Districts of the NSW Rural Fire Service through the current grant process and not see Councils have to pick up any shortfalls.

Covered by resolution 11

Bega Valley Shire Council - Rating of unrateable land
That Local Government NSW calls on the NSW Government to change legislation to allow the rating of forestry and other currently unrateable government land.

Covered by resolution 25

Lithgow City Council - Councillor members of ARIC
That Local Government NSW calls upon the NSW Government to permit Councillor voting members on Audit Risk & Improvement Committees (ARICs) in the final Guidelines for Risk Management and Internal Audit for Local Government. The proposal to disallow Councillors from being voting members of ARICs shows a lack of understanding of governance processes in the Local Government sector.

Covered by resolution 32

City of Sydney - Support for early childhood education in the local government sector
That Local Government NSW commits to supporting councils to recruit and retain early childhood educators by:

1. Calling on the NSW Government to:
    a. increase support for public early childhood education services, including extending the paid placement funding offered to ECT students to Diploma and Certificate III students; and
    b. support councils to expand high-quality early childhood education and care through long daycare, out-of-hours care, pre-school, and occasional care; and
2. Bargaining with the United Services Union and its members in good faith to achieve an increase to wages for early childhood educators above inflation, as well as leave provisions and hazard pay that reflect the risk of infection associated with work in early childhood education.

Inner West Council - Support for early childhood education in the local government sector
That Local Government NSW commits to supporting councils to recruit and retain early childhood educators by:

1. Calling on the NSW State Government to:
    a. increase support for public early childhood education services, including extending the paid placement funding offered to Early Childhood Teacher students to Diploma and Certificate III students; and
    b. support councils to expand high quality early childhood education and care through long daycare, out of hours care, pre-school, and occasional care.
2. Bargaining with the United Services Union and its members in good faith to achieve an increase to wages for early childhood educators above inflation, as well as leave provisions and hazard pay that reflect the risk of infection associated with work in early childhood education.

Covered by resolution 36

Western Sydney Regional Organisation of Councils - Household organic waste services in apartments

That Local Government NSW advocates to the NSW Government for an extension of the deadline to 2035 for the provision of organic waste services to multi-unit households by councils.

Covered by resolution 39

Shoalhaven City Council - Social and affordable housing design and resilience

That Local Government NSW lobbies the NSW Government to develop and instil high levels of liveability and climate sensitive design standards into all new government delivered housing, with this to include working with councils to ensure local character and values are retained in the provision of social and affordable residential assets.

City of Newcastle - Affordable and social housing

That Local Government NSW calls on the NSW Government to establish an agency to oversee a collaborative approach between the State Government, Councils, CHIA, and CHPs, to provide for thousands of people across NSW without safe, secure and affordable housing, and to:

1. Implement effective and equitable programs to fund and plan provision of new social (public, and affordable) housing and provide the necessary infrastructures to support increased dwellings;
2. Improve supply, amenity, sustainability and accessibility of social housing beyond existing local planning controls and developer community infrastructure contributions schemes;
3. Improve supply, amenity, sustainability and accessibility of social housing beyond existing local developer affordable housing contributions schemes and mechanisms;
4. Develop clear definitions of affordable, public, social, and community housing;
5. Ensure no further privatisation of public housing and/or crown land;
6. Ensure affordable housing is held in perpetuity; by not-for-profit Community Housing Provider, or in public operation and ownership; and
7. Ensure all new public and affordable housing delivers on local community and planning expectations.

City of Parramatta Council - Affordable housing

That Local Government NSW:

1. Supports the NSW Government Affordable Housing policy reforms which are strategic in nature, as precinct consideration supported by effective development contributions planning is preferable to site by-site (ad-hoc) approaches.
2. Further, that where ad-hoc approaches are proposed, LGNSW supports reforms which:
    a. maintain or increase council involvement and delegation in approval processes;
    b. provide affordable housing in perpetuity, rather than subject to time limits;
    c. do not compromise local development controls, good design outcomes and adequate infrastructure provision;
    d. provide clear and sufficient pathways for funding any additional infrastructure impacts;
    e. support Community Housing Providers as best-placed to manage affordable housing;
    f. ensure that any proposed bonuses are well-modelled and well-considered in terms of both urban design and infrastructure impacts.

City of Sydney - Affordable housing in perpetuity

That Local Government NSW:

1. Calls on the NSW Government to develop affordable housing policies that prioritise delivering affordable housing in perpetuity, rather than only for a temporary period of 15 years;
2. Calls on the NSW Government to develop affordable housing policies that deliver housing that is genuinely affordable. That is, policies which are based on delivering housing that a person can afford (no more than 30% of their income), not based on a discount from market rent only; and
3. Calls on the NSW Government to work with local councils to develop strategies to protect and expand affordable and public housing cooperatively, which build on, rather than override, local planning rules and housing strategies.

Kempsey Shire Council - Perpetual retention of affordable housing

That Local Government NSW:

1. Notes that the State Government is planning to introduce planning changes that will allow developers to build taller and denser buildings, and have them fast-tracked, if they increase the supply of affordable housing, and
2. Urges the State Government as part of those changes to ensure that affordable housing is retained into perpetuity, rather than the current 15 years.

Greater Hume Shire Council - Strategic planning to address the shortage of suitable land for development

That Local Government NSW requests the Minister for Planning and Public Spaces increase the grant funds available to local government to support the development of strategic plans to support projects that will identify land that could be rezoned, to facilitate development to address the current housing shortage.

Leeton Shire Council - Addressing the housing shortage

That Local Government NSW calls on the NSW Government to undertake and publish the results of an audit of all available public housing assets within NSW LGAs including:

1. Current occupied housing stock
2. Vacant public housing stock and state of asset
3. Vacant blocks of land-owned by the "public housing authority".

Murray River Council - Land banking

That Local Government NSW calls on the NSW Government to resolve the land banking issues associated with residential land by seeking a legal pathway by any means possible to unlock housing in NSW regional areas.

Narrabri Shire Council - Social and affordable housing

That Local Government NSW advocates to the NSW Government, specifically the Minister for Housing to:

1. Increase funding and investment in public, social and affordable housing.
2. Work with all levels of government to undertake a review of all government-owned property to identify suitable sites for redevelopment as affordable housing.
3. Continue to work with local Councils, developers and community housing organisations to facilitate the construction of affordable social housing.
4. Ensure that any commensurate housing programs do not result in cost shifting to local government.

Bega Valley Shire Council - Affordable housing
That Local Government NSW:
1. Calls on the state government for ongoing investment in the development of affordable and social housing in regional NSW to address critical shortages in housing affordability and availability for people on low to moderate incomes and key workers.
2. Calls on the state government to prioritise a review of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021 to define 'portable device for human habitation' and the standards required to approve such devices that don't meet the definition of 'manufactured housing' or 'caravan'.
3. Advocates for new regulations/guidance regarding acceptable standards for crisis housing.
4. Advocates to the state government to provide financial investment in housing developments through Land and Housing Corporation to enable a greater proportion of lots to be developed for social and affordable housing.
5. Advocates to the state government to prioritise their response to the Byron Shire Short Term Rental Accommodation Planning Proposal Independent Planning Commission report and provide guidance to all councils in NSW.
6. Advocates to the state government for investment in regional infrastructure such as water, sewer and roads to support affordable housing development in regional and rural areas.

The Hills Shire Council - Finding a sensible approach to the housing affordability crisis
That Local Government NSW calls on the NSW Government to reconsider proposed changes to the planning framework that would allow private developers significant residential development uplift and a State Government approval pathway, where at least 15% affordable housing is provided.

This review should include detailed investigations to determine whether growth areas and precincts that have been through detailed planning investigations, rezoning and infrastructure assessment in the last 10 years have the ability to accommodate the intended 30% development uplift beyond the controls already in place, with a particular focus on:
a. built form, character and amenity impacts;
b. regional and local infrastructure capacity; and
c. the role Landcom could play in boosting social and affordable housing supply.

Bega Valley Shire Council - Grant funding for planning and strategy development
That Local Government NSW advocates to the NSW Government to continue to develop and deliver grant funding programs that support strategic planning and strategy development.

<u>Covered by resolution 41</u>

Cowra Council - Livable housing standards
That Local Government NSW calls upon the NSW Government to adopt in full the Livable Housing Design standards as an integral component of the National Construction Code 2022.

Randwick City Council - Mandating new construction codes for accessibility
That Local Government NSW calls on the NSW State Government to mandate new National Minimum Construction Codes to improve accessibility in new homes.

Covered by resolution 43

Bega Valley Shire Council - Changes to residential lease termination provisions
That Local Government NSW calls on the NSW government to introduce measures to better protect the interests of tenants with respect to notification of termination of lease by landlords in the case of no fault on the tenant's behalf.

Covered by resolution 58

Inner West Council - Inclusive events
That Local Government NSW:
1. Encourages and facilitates member councils to organise local events that are inclusive for LGBTQIA+ residents year-round.
2. Supports councils to facilitate community driven safety solutions to ensure that drag story time and similar events can take place at council facilities safely for performers and attendees.
3. Encourages member councils to ensure that drag performers receive payment in full for events that are cancelled.

Covered by resolution 61

Waverley Council - Hostile vehicle mitigation
That Local Government NSW advocates to the State and Federal governments to support councils' risk and safety requirements as specified by the Federal Government by funding programs to protect the community at identified crowded places.

Covered by resolution 63

Narrabri Shire Council - Crime prevention and community safety
That Local Government NSW calls on the NSW Government to urgently establish a Rural Youth Justice Taskforce to proactively address escalating youth crime in rural and regional areas by utilising a whole of community and cross-organisational approach.

Covered by resolution 65

Bega Valley Shire Council - Policy framework and funding for joint-use facilities
That Local Government NSW advocates to the NSW Government to develop a policy framework and funding model to support joint-use arrangements between the State Government and Local Government to deliver community infrastructure e.g. Department of Education and Council to develop shared sporting, library and cultural facilities.

Covered by resolution 79

Wollongong City Council - Incentivising the installation of electric appliances
That Local Government NSW requests that the NSW Government consider amending the BASIX assessment tool to incentivise the installation of electric appliances (rather than natural gas) for cooking and heating for thermal comfort by removing gas from the sustainability index. The amendments to the assessment tool would relate to new homes and renovations valued at $50,000 or over to support a faster transition to electrification of power use.

Covered by resolution 82

Ku-ring-gai Council - Reforming the private certification system
That Local Government NSW advocates for the NSW Government to make the following reforms to the NSW private certification system:

1. As a timely, efficient and cheaper means of invalidating improperly issued certificates, councils are given the administrative power to declare a certificate issued by a private certifier as invalid. A right of review of such decisions to be exercised by the NSW Civil and Administrative Tribunal (NCAT), with court proceedings limited to judicial review of legal error.
2. Change the way in which private certifiers are appointed. Instead of allowing the developer to handpick their private certifier, the developer is offered a small range of local options to choose from a randomised pool.

Lane Cove Council - Using technology to improve probity for private certifiers in NSW
That Local Government NSW:

1. Calls on the State Government to create one central system that randomly selects Private Certifiers for the customers to obtain quotes from, to offer communities an unbiased, efficient, flexible and transparent service; and
2. Requests that the system be made available through the Department of Fair Trading website and allows customers to obtain a list of certifiers generated at random for the customer to obtain quotes from.

Covered by resolution 95

City of Parramatta Council - NSW planning portal
That Local Government NSW advocates to the NSW Government for impactful and significant changes to the NSW Planning Portal to ensure councils can meet the statutory obligations under the Environmental Planning and Assessment Regulation 2021, with minimal impact on resources and for the purpose of enabling delivery of quality customer service.

Lake Macquarie City Council - Integration platform for NSW government planning portal
That Local Government NSW calls on the NSW Government to fund the development and implementation of integration platforms between the NSW Government Planning Portal and local government document management and application systems.

Shoalhaven City Council - NSW planning portal implications for councils
That Local Government NSW strongly and urgently lobbies the NSW Department of Planning and Environment to undertake meaningful engagement with Councils on the current and future stage roll-out of the NSW Planning Portal, noting that changes and amendments have led (and continue to lead) to ratepayer cost imposts for Councils to meet shifting requirements. Further, advocacy to the Department be undertaken to fund any and all future implementation across Councils at no additional expense to ratepayers.

Covered by resolution 96

Tweed Shire Council - Caravan parks
That Local Government NSW writes to the Honourable Minister Scully and requests:

a. Support to prohibit caravan parks in rural zones with other forms of tourist accommodation still permissible on merit;

b. Implementing a state government body to help overhaul the caravan park industry similar to NSW Food Authority or NSW Health. A government body is also needed for Moveable Dwellings Outside of Caravan Parks, and Manufactured Home Estates;
c. An overhaul of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021, with different requirements for 'permanent living' caravan parks versus 'tourist accommodation' caravan parks.

Tweed Shire Council - Moveable dwellings outside caravan parks
That Local Government NSW writes to the Honourable Minister Scully and request circulars to assist with interpretation of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021.

Tweed Shire Council - Manufactured home estates
That Local Government NSW writes to the Honourable Minister Scully and requests:
a. A review of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021 to remove the loopholes that allow permanent manufactured homes in areas where they are otherwise prohibited;
b. A review of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021 and work with industry and councils to develop small village controls where land tenure exists and national construction standards can be enforced while meeting contemporary manufactured home estate living;
c. A review of the SEPP Housing 2021 provisions for caravan parks with a view to properly distinguish a caravan park from a manufactured housing estate.

Covered by resolution 101

Forbes Shire Council - Upfront payments of flood damage repair expenditure
That Local Government NSW lobbies the NSW Government to pay upfront at least 50% of flood damage claims when they are submitted to ensure that rural councils are not forced to use their limited operating capital to fund repair works.

Covered by resolution 104

Bega Valley Shire Council - Purpose and future direction of NSW Reconstruction Authority
That Local Government NSW:
1. Seeks clarity from the NSW Government on the purpose and future direction of NSW Reconstruction Authority (formerly Resilience NSW).
2. Seeks clarity on how the various plans it has identified Councils will need to develop and reviewed on an ongoing basis will be funded.

Covered by resolution 105

Georges River Council - Review of the penalties applicable to illegal tree and vegetation works
That Local Government NSW requests the NSW Government to conduct a review of the penalties applicable to illegal tree and shrub works, including pruning, removal, poisoning, vandalism and insufficient protection measures on building sites, and introduce higher penalties for the unauthorised destruction of vegetation in environmentally sensitive areas such as riparian zones, areas of high biodiversity value and foreshore protection areas.

Ku-ring-gai Council - Penalty increases for illegal tree removal
That Local Government NSW:
1. Advocates to the NSW Government to greatly increase penalty infringement notice fines for illegal tree removal, vandalism or other harm.
2. Advocates to the NSW Government, specifically the Minister for Planning and Public Spaces, for a change to Schedule 5 of the Environmental Planning & Assessment Regulation 2021 to increase the penalties for individuals and corporations for penalty notice offences relating to development without consent.
3. Advocates for a review of the requirements for prosecution of illegal tree removal.

Mosman Council - Penalties for tree vandalism
That Local Government NSW lobbies the State Government to urgently review Penalty Infringements Notices relating to tree vandalism on both public and private land as provided for under the *Environmental Planning and Assessment Act 1979* so that penalties are set at a level which act as a more meaningful and effective deterrent to illegal works / tree vandalism.

<u>Covered by resolution 116</u>

Blue Mountains City Council - Urgency requirement for Companion Animals Act amendments
That Local Government NSW calls on the NSW Government to act urgently in response to the LGNSW policy platform 13.6 by introducing to Parliament necessary amendments to the *Companion Animals Act (1998)* to enable councils to make local assessments and rules about roaming domestic cats to better respond to the local risk levels and impacts on native fauna.

Eurobodalla Shire Council - Review of the Companion Animals Act - cat containment
That Local Government NSW lobbies the NSW Government to:
1. Change the *Companion Animals Act 1998* to bring NSW into line with other states and territories by allowing local government to introduce cat containment policies in consultation with the local community that meet the specific needs of their area and community, including phase-in periods, selection of areas within the LGA to which the policy applies, monitoring frameworks and resource allocation.
2. Establish a $9 million three-year state-wide grant program to support councils to implement domestic cat containment policies and associated responsible cat ownership programs to increase containment, desexing, identification and registration.
3. Implement a state-wide 'Safe cat, safe wildlife' campaign that includes the development of a central, state-wide online platform, in consultation with councils, relevant agencies and animal welfare bodies to make responsible pet ownership information easily accessible.

Queanbeyan-Palerang Regional Council - Amendments to Companion Animals Act
That Local Government NSW calls on the NSW State Government to introduce to Parliament amendments to the *Companion Animals Act (1998)* to enact Cat Containment regulations across New South Wales to better respond to the local risk levels, nuisance and noise issues, cat welfare and impacts on native fauna.

Tamworth Regional Council - Responsible pet ownership and addressing the impact of cats on wildlife

That Local Government NSW calls on the NSW State Government to address the impact of cats on wildlife by amending the Companion Animals Act to:

1. Mandate the desexing of all cats by 6 months of age with the exception of those owned by registered breeders and holding a valid permit for each litter;
2. Tighten the laws allowing the issue of permits for breeders and the ability to use the same permit for subsequent litters;
3. Provide funding to Councils and not-for-profit rescue organisations for specific reduced cost desexing programs;
4. Mandate the containment of all domestic/pet cats either within a dwelling and/or within an external enclosure; and
5. Provide significantly increased funding for on-ground resources to enforce enclosures and investigate and enforce laws relating to illegal breeders.

Covered by resolution 119

Cabonne Council - Regional growth

That Local Government NSW calls on the NSW Government to fast-track investment into critical water supply and sewerage infrastructure, to assist regional councils meet the immediate and long-term demand for housing.

Covered by resolution 128

Bayside Council - Bus Industry Taskforce report

That Local Government NSW calls on the Minister for Transport to prioritise action on the recommendations of the First Report from the Bus Industry Taskforce, especially the refocus on the essential task of delivering bus services to underserved communities most impacted by privatisation of bus services in NSW.

Narrabri Shire Council - Rural/remote public transport services

That Local Government NSW advocates to the NSW Government, specifically the Minister for Transport and Transport for NSW (TfNSW), to give greater consideration to equity and accessibility of school bus transport within remote rural and regional areas, and release information on corresponding funding allocation and assessment methodology for the provision of public passenger services within such areas.

Strathfield Council - Transport and bus services

That Local Government NSW calls on the State and Federal Government to:

1. improve transport and bus services for all residents. Residents should have the option to live without a car, be connected to employment, services and activities including journeys to local shops, schools and services.
2. provide all residents with environmentally sustainable, socially equitable transport, and bus services to support a healthy community, where living without a car is a viable, attractive option for all residents.

Broken Hill City Council - Regional Seniors Travel Card

That Local Government NSW calls on the State Government to continue the Regional Seniors Travel Card, or a similar program to be implemented, to ensure seniors still have fair and equitable access to the necessity of travel in regional NSW.

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

Attention: Patrick Glynn
Legislative Assembly Committee on Law and Safety
Parliament of New South Wales
Parliament House, Macquarie Street
Sydney, NSW 2000

Via email: lawsafety@parliament.nsw.gov.au

<Insert date>, May 2024

Community Safety in Regional and Rural Communities – Narrabri Shire Council Submission

Dear Sir,

Thank you for the opportunity to provide feedback in relation to the above. The corresponding terms of reference for the inquiry are acknowledged:

(a) *the drivers of youth crime across regional and rural NSW, particularly since the COVID pandemic;*
(b) *how a whole of government approach can reduce the drivers and root causes of youth crime in regional and rural NSW;*
(c) *the wraparound and diversionary services available for youth and families in the regions and rural areas and how they can be better matched to individuals, measured, improved and integrated into a coordinated approach to divert youth from crime, having regard to the NSW Government's commitment to working in partnership with Aboriginal people;*
(d) *staffing levels and workforce issues, including police staffing, in regional and rural areas and how services can be improved to reduce youth crime in these areas;*
(e) *recidivism rates in regional and rural areas, and related impacts on the community, services and law enforcement;*
(f) *the range of functions being performed by NSW police officers, including mental health assistance and youth welfare, on behalf of other agencies in regional and rural areas, and the supports required to assist police; and*
(g) *any other related matter.*

Local Context

Narrabri Shire is a local government area in the North West Slopes region of NSW. The primary settlement of Narrabri is located adjacent to the Namoi River and at the confluence of the Newell and Kamilaroi Highways. The local government area (LGA) is strategically positioned halfway between Sydney and Brisbane, and is considered to be resource-rich. Key local industries include mining and agriculture. At the last census (2021) the resident population was 12,721 persons.

Narrabri Shire Council's vision is articulated in the Community Strategic Plan as follows:

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

Narrabri Shire Council
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The township of Narrabri is considered to be one of the most flood prone settlements in NSW. The community of Wee Waa, located west of Narrabri, is periodically completely isolated by flood waters for long periods (up to two weeks) and is protected by a ring levee. Narrabri Shire contains a number of vulnerable and at-risk communities that are flood-affected. These communities have a high Aboriginal population, low socio-economic base and are also ageing in nature.

Council currently actively supports a Crime Prevention Advisory Committee which assists Council in the delivery of its Crime Prevention Strategy, and aims to:

(a) Monitor implementation of the Strategy and provide recommendations for any updates to the document.
(b) Provide advice and recommendations on Council policies, procedures and processes that impact on community safety and crime prevention.
(c) Assist in seeking funding for to aid the implementation of actions and projects identified in the Strategy.
(d) To assist Council in identifying opportunities to educate our community and raise awareness on community safety and crime prevention.

Under its current terms of reference, the Crime Prevention Advisory Committee comprises the following:

- Two (2) Councillors as appointed by a resolution of Council;
- Two (2) Council Officers;
- One (1) individual from a local Law Enforcement Agency;
- One (1) individual from the Narrabri Shire Interagency Group;
- One (1) individual from the Department of Education within Narrabri Shire;
- One (1) individual from Narrabri Liquor Accord;
- One (1) individual representing Narrabri & District Chamber of Commerce, Wee Waa Chamber of Commerce, and Boggabri Business Chamber of Commerce;
- One (1) individual representing the Aboriginal community local to the Narrabri Shire;
- Two (2) community representatives; and
- One (1) individual representing the Narrabri Shire Youth Council.

A copy of the Committee terms of reference is enclosed as background.

(a) the drivers of youth crime across regional and rural NSW, particularly since the COVID pandemic

Council has recently reviewed its Crime Prevention Plan, the *Narrabri Shire Crime Prevention Plan (2024-2028),* which is enclosed for the information of the Committee. This Plan is underpinned by extensive community engagement and has been developed in collaboration with the UNE Centre for Criminology. From this process, it is clear that crime, and community perceptions of crime, are inherently complex.

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The relationship between social media and youth crime is becoming increasingly topical. It is noted that social media platforms are facing growing calls from the community to impose protections against the publication of content depicting criminal activities amid concerns of online material acting as an enabler of violent crimes amongst younger Australians. Furthermore, instating stronger crackdowns on youth recidivism has been a subject to increased public debate in recent times as rural and regional areas have been subject to a scourge of youth-committed offences. In this regard, Council considers that addressing youth crime should be conducted through a proactive lens, commencing with media actively working to contain the circulation of material glamorising criminality.

(b) how a whole of government approach can reduce the drivers and root causes of youth crime in regional and rural NSW

Council is of the view that a whole of government approach is both appropriate and necessary. The Committee's attention is drawn to a recent Council motion made to the 2023 LGNSW Annual Conference, which is reproduced below for the Committee's information:

> ***Crime Prevention and Community Safety:***
> *LGNSW calls on the NSW Government to urgently establish a Rural Youth Justice Taskforce to proactively address escalating youth crime in rural and regional areas by utilising a whole of community and cross-organisational approach.*

Narrabri Shire, like many remote rural and regional areas, is experiencing increasing rates of juvenile crime. There is real concern that the age of legal responsibility ('Doli incapax') will be increased without appropriate analysis and supporting measures to our communities to manage youth crime and justice issues, including but not limited to, appropriate diversion programs. A Youth Justice Taskforce, similar in nature to that introduced in Queensland, is urgently requested to enable a whole of community and government approach to this issue.

As additional context, the corresponding 2023 LGNSW resolution to this effect is also reproduced below.

> 63 Kempsey Shire Council - Youth crime and drugs
> That Local Government NSW lobbies the NSW Police Minister and Premier to form alliances with police, local councils, NSW Government agencies, community representatives and NGOs to holistically tackle the serious increase in youth crime and drug use in NSW communities.
>
> *This issue was also raised by Narrabri Shire Council.*

The importance of crime prevention to our community has been recently reflected in a recently commissioned Micromex community satisfaction survey which identifies that

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community safety/crime prevention has one of the highest levels of importance and the lowest levels of satisfaction.

(c) the wraparound and diversionary services available for youth and families in the regions and rural areas and how they can be better matched to individuals, measured, improved and integrated into a coordinated approach to divert youth from crime, having regard to the NSW Government's commitment to working in partnership with Aboriginal people

Council is of the opinion that further support and emphasis needs to be placed on diversionary programs, including, but not limited to the PCYC model. In this regard, the importance of these activities to the community is reflected within Council's 2023/2024 Operational Plan:

> ***Civic Leadership*** *4.2.2.4 Narrabri - Investigate and advocate for a PCYC that operates outreach services across the Shire*

Similarly, Council's Crime Prevention Plan contains the following actions with a diversionary and collaborative focus.

Action:

Consider developing a 'Coffee with Council and Cops' program of regular events.

Strategies:

- *Hold 6 to 12 events annually, alternating between the three main population centres of Narrabri, Wee Waa and Boggabri so that each location is evenly serviced by such outreach.*
- *Events attended by a police officer, Council officer and possibly a Councillor (ideally those associated with the Narrabri Shire Crime Prevention Committee).*
- *These events could be held for two hours on a Saturday (for example between 11am and 1pm) when people are likely to be active in the commercial areas of their local communities and pre-post Saturday sporting and other commitments.*
- *These events may also be used to disseminate crime prevention material.*
- *Source funding internally for refreshments to provide at each event.*

Action:

Support the Narrabri Shire Youth Council in addressing crime issues which impact youth.

Strategies:

- *Engage the Narrabri Shire Youth Council to develop strategies to address crime and crime related problems faced by young people in the Shire.*

Action:

Establish new and/or maintain existing relationships with key stakeholders

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in community crime prevention, including the NSW Police Force, community representatives, organisation and groups.

Strategies:

- *Work collaboratively with government and local agencies to promote and support programs, including but not limited to: domestic violence (e.g. NDCAS); harm minimisation and the reduction of alcohol and other drug related problems (e.g. Vinnies, Sober in the Country); farm crime (e.g. NSWPF Rural Crime Investigator) etc. For example; Develop and maintain an ongoing association and collaboration with the local member of the New South Wales Police Force Rural Crime Prevention Team (RCPT) (located in Gunnedah and Tamworth).*
- *Establish a hub and spoke model for sharing information pertinent to community safety that may not have been otherwise shared.*
- *Collectively identify needs, goals or targets for community safety that are clear and measurable.*
- *Report to the Narrabri Crime Prevention Committee.*
- *Once the network has grown and the hub and spoke model established, consider developing a web-based referral service for early intervention (see SupportLink program).*

Action:

Promote positive community engagement in matters of crime prevention through events focused not on crime but social cohesion.

Strategies:

- *Organise and deliver social cohesion events to build local culture and community connection*
  - *Example: Establish participation in 'Neighbour Day' across the Shire as a whole or individually in the three main population centres of the Shire.*
  - *Example: Support local block parties with small funding grants to encourage cohesion building and information sharing.*
  - *Example: At community events, include "gratitude boards" where residents can use post-it notes to answer the statement "what I love most about my community is...".*
  - *Example: Support the formation of a "Town Team" to improve a particular area or place within the Shire either through the establishment of a new group of people; an existing group/sub-group within the Shire; or formed via representation of existing community organisations (it is suggested that Wee Waa be the specific initial focus of a Town Team).*
- *Consider livability academies that create engaged citizens through skills development related to safety, social cohesion and relationship building.*
- *Provide encouragement and support for the delivery of alcohol and drugfree family/community events within Narrabri Shire.*
- *Embed crime prevention education and messaging into 'general' community events; while not the focus, use these events to communicate evidenced based*

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information of crime and public safety in Narrabri Shire in a positive social environment.

Action:

Investigate starting a Police Citizen Youth Club (PCYC) in Narrabri Shire.

Strategies:

- *Identify potential community sites for a PCYC to be located.*
- *Identify funding opportunities and apply for funding for the creation of a PCYC– a co-sponsorship of this between Council and a commercial enterprise/service club could be investigated; alternatively, government or philanthropic grants can be identified and applied for.*
- *Interim strategy: identify current infrastructure and create initial pilot of PCYC programming to determine level of interest and desired programming in the community.*

Action:
Investigate funding and opportunity to join the BackTrack Tracker Network program to service Narrabri and surrounding areas.

Strategies:
- *Identify interest in establishing a BackTrack program locally, including potential leaders (local champion) and volunteers and sources of funding.*
- *Contact the BackTrack organisation for details on funding and necessary requirements (e.g. resources).*
- *Create a business case and plan for support and implementation.*

Council recognises the value and importance of the above actions, however additional support is urgently needed by way of funding to assist in the delivery of these collaborative approaches. Accordingly, Council would welcome the creation of additional grant funding opportunities to assist in delivery of the strategic actions contained within its Crime Prevention Plan. The embedding of state government funded Crime Prevention Officer(s) to assist in the delivery of the previously outlined programs and strategies is strongly recommended. Council would be pleased to participate in a corresponding pilot program.

(d) staffing levels and workforce issues, including police staffing, in regional and rural areas and how services can be improved to reduce youth crime in these areas

Like local government, it is apparent that police staffing and support is inadequate to address youth crime issues. As detailed in the preceding sections of this submission, additional resourcing is only part of the solution and a combined and coordinated approach is necessary to address the current challenges.

DRAFT

(e) recidivism rates in regional and rural areas, and related impacts on the community, services and law enforcement

As part of the preparation of its Crime Prevention Plan, Council commissioned a detailed baseline report which details, inter alia, recidivism rates and community perceptions of crime and crime prevention. The contents of this report are confidential, however, Council would be pleased to provide a copy to the Committee separately if and as required, to inform its decision-making on the basis that confidentiality can be maintained.

(f) the range of functions being performed by NSW police officers, including mental health assistance and youth welfare, on behalf of other agencies in regional and rural areas, and the supports required to assist police?

Refer preceding commentary.

Thank you for the opportunity to provide feedback in relation to this important matter.fo Should you require any additional information or clarification in this regard you are invited to contact Council's Director 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

19.1 RENEWABLE ENERGY ACTION PLAN (REAP) AND RENEWABLE ENERGY IMPLEMENTATION PLAN (REIP)

Responsible Officer: **Rob Williams, General Manager**

Author: **Donna Ausling, Director Planning and Sustainability**

Attachments:
1. **REIP Consultation Paper**
2. **REAP - Final Report - Confidential**

STRATEGIC LINK

2 Environment - A sustainable and compatible natural and built environment

Objective 2.1 A protected and enhanced natural environment

Strategy 2.1.4 Promote and implement where appropriate sustainable practices, energy efficient and renewable technologies

EXECUTIVE SUMMARY

A Renewable Energy Action Plan and corresponding Implementation Plan has been prepared in accordance with the actions identified in Council's Operational Plan. The suite of documents, along with a Consultation Paper, is now presented for the consideration of Council.

RECOMMENDATION

1. **That Council receive and note the report on the Renewable Energy Action Plan (REAP) and Renewable Energy Implementation Plan (REIP).**
2. **That Council endorse the draft Renewable Energy Action Plan and Implementation Plan Consultation Paper.**
3. **That the Renewable Energy Action Plan and Implementation Plan Consultation Paper be placed on public exhibition for a minimum period of 28 days, and during the exhibition period call for and accept submissions from the public.**
4. **That a report be returned to Council following the conclusion of the Public Exhibition Period to the next available Ordinary Council Meeting detailing the results of the public exhibition.**

BACKGROUND

The following action is included in Council's 2023/2024 Operational Plan:

Environment 2.1.4.2 Develop Council's Renewable Energy Action Plan (REAP)

The project also incorporates the following additional action from Council's adopted Operational Plan:

Environment 2.1.4.6 Develop an urban greening strategy to combat the urban heat island effect

Council subsequently undertook a competitive Request for Quotation process via Tenderlink whereby 100% Renewables were appointed as the successful proponent selected to develop a Renewable Energy Action Plan and Implementation Plan. The purpose of these documents is to provide Council with a cost-effective and actionable roadmap to reducing emissions across its operations, while delivering multiple other commensurate benefits.

CURRENT SITUATION

A Renewable Energy Action Plan and corresponding Implementation Plan and is enclosed as a confidential item at **Attachment 1** as it contains commercial-in-confidence information that may influence future procurement processes. A Consultation Paper has been prepared for the purposes of community engagement at **Attachment 2**.

As part of the Plan preparation, a detailed onsite physical assessment of each of the top ten highest electricity consuming sites has been undertaken. This analysis explored:

- Usage patterns, major energy consumptions areas within each site;
- Concerns with current infrastructure; and
- Space availability for renewables.

A financial comparison of site-by-site renewable solutions has been prepared along with an assessment of existing electricity tariffs and creation of recommendations for tariffs that will create cost savings. Coordination with various other plans and strategies has been undertaken including the Integrated Water Cycle Management (IWCM) project, Waste Strategy and Economic Development Strategy. Additionally, Council's Fleet Management Strategy has been reviewed with associated recommendations on Council's fleet decarbonisation along with recommendations pertaining to Council's Urban Greening Strategy and Street Tree Planting Program. Finally, recommendations on sustainable land management practices and agricultural technologies are made within the suite of documents.

As detailed in the preceding section, a corresponding Consultation Paper has been prepared which is intended to be released for community comment. A further report will be provided at the end of the exhibition period.

FINANCIAL IMPLICATIONS

Detailed in the enclosed documentation.

STATUTORY AND POLICY IMPLICATIONS

Detailed in the body of the Report.

CONSULTATION

External Consultation

- Detailed in the enclosed documentation.

Internal Consultation

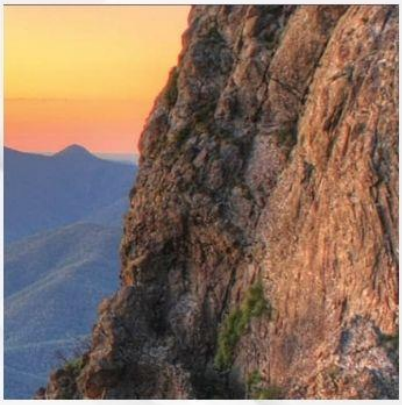
- Senior Management Team
- Cross-Directorate Project Control Group

100% renewables

Narrabri Shire Council

Renewable Energy Implementation Plan CONSULTATION PAPER

NARRABRI SHIRE



May 2024

1 Introduction

1.1 Purpose

The purpose of this Consultation Paper is to seek input and feedback from the community on the proposed actions identified for potential inclusion in the Narrabri Shire Council Renewable Energy Implementation Plan, currently being developed by Council.

This Consultation Paper is intended to serve as a platform for engaging with residents, businesses, and stakeholders within the Narrabri Shire, inviting them to share their insights, concerns, and suggestions regarding the proposed measures aimed at reducing emissions and advancing renewable energy and sustainability initiatives.

Through this consultation process, Council aims to ensure that the Plan accurately reflects the needs, priorities, and aspirations of the community, fostering a sense of ownership and collaboration in shaping a sustainable energy future for the region.

1.2 Background

The potential actions proposed in this document were identified through a process of in-depth research, analysis, and engagement, as described and presented in a separate, accompanying document, the Narrabri Shire Council Renewable Energy Action Plan.

The Implementation Plan will build on the findings of the Action Plan, to deliver a specific, detailed, and actionable roadmap to guide Council in achieving its objectives. The actions identified for potential inclusion in the Implementation Plan are grounded in a robust evidence base but can still be usefully reconsidered and refined in response to community feedback.

1.3 What kind of input are we seeking?

In this Consultation Paper, we are seeking input from a diverse cross section of the community to enrich and refine Council's Renewable Energy Implementation Plan.

We welcome feedback on the feasibility of proposed actions, including your insights into the practicality of implementing renewable energy initiatives within our community. Your perspectives on the optimal timing for executing these measures are valued, as we strive to prioritise actions that align with the evolving needs and dynamics of the Narrabri Shire.

Additionally, we invite you to share any objections or concerns you may have regarding specific actions outlined in the plan. Identifying potential obstacles or challenges is essential for crafting effective strategies that can effectively navigate barriers and ensure the success of our renewable energy endeavours.

Furthermore, we encourage you to contribute your ideas and suggestions for refining and improving the proposed actions. Your innovative solutions and perspectives can help us enhance the practicality and impact of the plan, ensuring that it resonates with the aspirations and values of our community.

By actively engaging in this consultation process, you play a vital role in shaping the future of renewable energy and environmental action in the Narrabri Shire. Your input will inform the finalisation of the Implementation Plan, empowering us to collectively work towards a more sustainable and resilient energy landscape for generations to come.

1.4 How will the consultation findings be used?

The outcomes of the consultation process will help Council to determine the most feasible and beneficial actions to pursue and will inform decisions around the optimal timing of each action.

A pivotal aspect of the Implementation Plan will be its structured approach. By delineating short, medium, and long-term implementation schedules, and by assigning responsibility for implementation, the Plan will help ensure transparency and strategic alignment with economic and technological trends while maximising value for money outcomes for Council and the community.

2 Context

2.1 Global context for climate action and targets

At a global level, the call to action for countries to act on climate change has been increasing for several years. According to the IPCC's report, *Climate Change 2021: the Physical Science Basis* we have emitted over 85% of all emissions we can emit if we are to have a chance of remaining within 1.5°C of warming in the long term. Key agreements and reports that underpin international consensus to act include:

1. Sustainable Development Goals (SDGs)[1]
2. Paris Agreement[2]
3. Special IPCC report on 1.5°C warming (SR15)[3], and
4. IPCC Sixth Assessment Reporting cycle (AR6)[4]

FIGURE 1: GLOBAL CONTEXT FOR ACTION ON CLIMATE

[1] Sourced from https://www.un.org/sustainabledevelopment/development-agenda/
[2] Sourced from https://www.un.org/sustainabledevelopment/climatechange/
[3] Sourced from https://www.ipcc.ch/site/assets/uploads/sites/2/2022/06/SR15_Full_Report_HR.pdf
[4] Sourced from https://www.ipcc.ch/report/ar6/wg3/downloads/report/IPCC_AR6_WGIII_SummaryForPolicymakers.pdf

2.2 Changing national and local context

In Australia, the commitment to addressing climate change is becoming more uniform and aligned towards international goals across all levels of government. This includes ambitious efforts towards decarbonisation by the middle of the century.

- The Federal Government has legislated emissions reduction of 43% by 2030 (from 2005 levels) and is committed to net zero by 2050.
- NSW Government has a target of 50% emissions reduction by 2030, 70% emissions reduction by 2035, and net zero by 2050.
- A large number of regional local governments and communities representing more than two thirds of NSW population are committed to deep emissions cuts.

2.3 Grid decarbonisation

Over the coming decades, coal-fired power stations in Australia, including NSW, will be replaced by renewable energy generation technologies such as solar, wind, pumped hydro, and grid-scale batteries.

The Australian Government's forecast Scope 2 & 3 combined grid emission factors (t CO_2-e / MWh) for and each jurisdiction and grid system are shown in the table below.

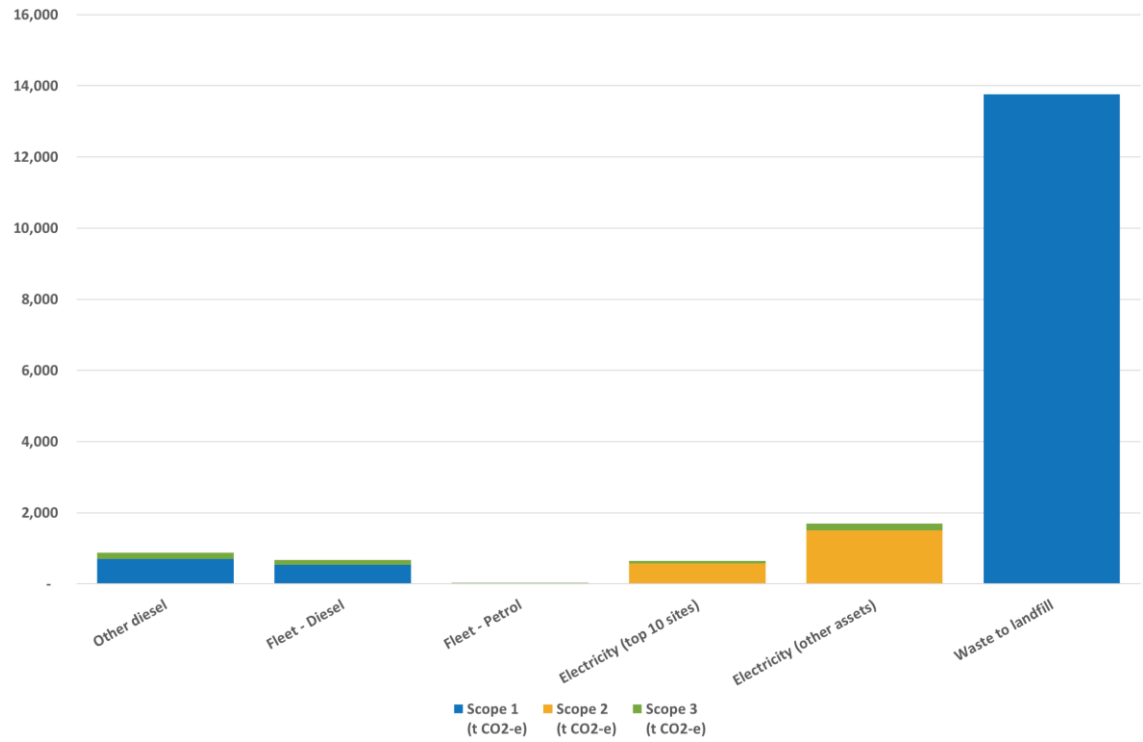
	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Australia, all grid connected	0.77	0.71	0.65	0.56	0.51	0.47	0.41	0.35	0.29	0.27	0.25	0.24	0.21	0.20
NEM	0.62	0.57	0.52	0.44	0.40	0.37	0.32	0.27	0.23	0.21	0.19	0.18	0.16	0.15
NSW/ACT	0.78	0.75	0.64	0.53	0.42	0.36	0.25	0.22	0.13	0.12	0.11	0.13	0.02	0.02
QLD	0.88	0.81	0.77	0.61	0.58	0.54	0.54	0.50	0.46	0.42	0.36	0.29	0.26	0.24
SA	0.33	0.31	0.26	0.23	0.15	0.16	0.11	0.08	0.02	0.02	0.02	0.02	0.10	0.11
VIC	0.92	0.82	0.78	0.72	0.72	0.67	0.59	0.44	0.40	0.38	0.35	0.37	0.41	0.39
TAS	0.18	0.03	0.06	0.02	0.06	0.05	0.04	0.03	0.03	0.02	0.02	0.02	0.02	0.02
SWIS	0.55	0.52	0.50	0.44	0.41	0.38	0.34	0.31	0.26	0.25	0.24	0.24	0.23	0.22
NWIS	0.62	0.59	0.57	0.55	0.51	0.50	0.48	0.47	0.46	0.45	0.44	0.42	0.41	0.40
DKIS	0.61	0.57	0.53	0.50	0.48	0.47	0.45	0.42	0.38	0.38	0.36	0.35	0.32	0.23

2.4 Council's emissions profile

For this project, an indicative emission profile was developed for Council's immediate operations. The analysis considered relevant emission sources from operations conducted by Narrabri Shire Council but did not quantify emissions from Council's supply chain.

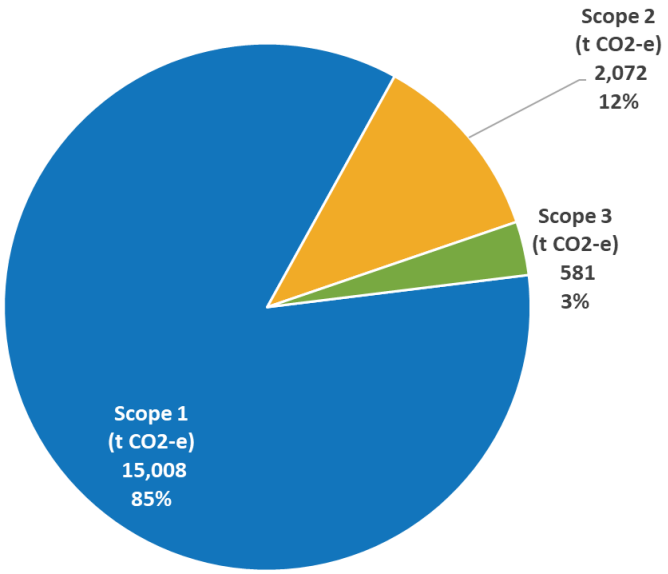
The indicative carbon footprint for Council was calculated to be 17,661 tCO_2-e.

The most significant emission sources are waste diverted to landfill which represents 78% of the total emissions, electricity use of Council assets other than the top 10 sites (10%) and other diesel use (5%). The top 10 energy using sites represent around 4% of emissions. The breakdown of Council's emissions is illustrated below.

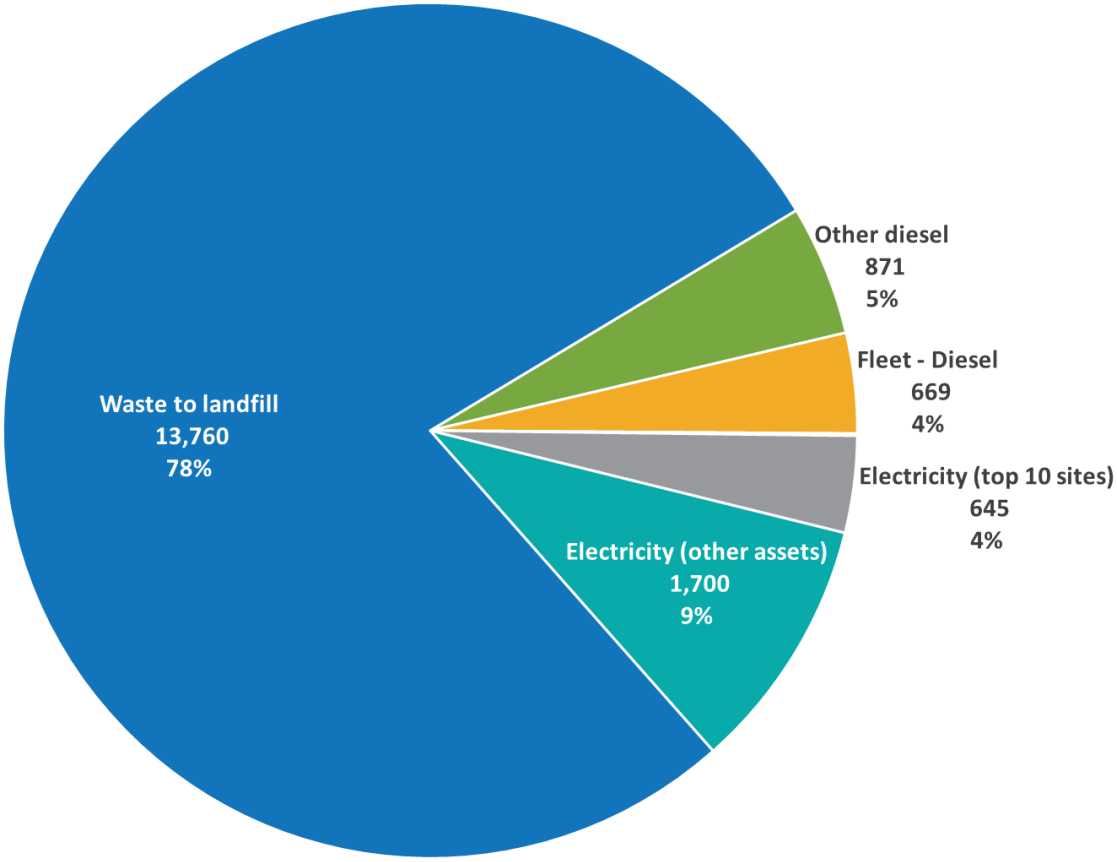


NARRABRI SHIRE COUNCIL'S INDICATIVE EMISSIONS PROFILE

Overall, scope 1 greenhouse gas emissions make up the biggest proportion of Narrabri Shire Council's carbon footprint (85%) followed by scope 2 emissions (12%). Scope 3 indirect emissions (emissions from transmission and generation of energy) are small in comparison to other sources.



INDICATIVE CARBON INVENTORY BY SCOPE



INDICATIVE CONTRIBUTION TO THE INVENTORY IN PERCENTAGES

3 Consultation issues

The following sections outline key areas of focus that Council is seeking feedback on for the development the Renewable Energy Action Plan.

3.1 Site specific actions

Description

100% Renewables conducted site visits to explore opportunities for reducing energy consumption in Council's top 10 energy-consuming facilities. The objective was to analyse potential actions that the Council could implement to curtail its energy usage.

Main barriers

Below are the main barriers for Council in implementing site specific actions to curtail energy use:

- **Solar PV structural challenges**: Concerns about structural compatibility for solar PV and battery storage systems at multiple sites.
- **Solar PV location and viability**: Identifying suitable locations for solar PV arrays considering available space, energy demand patterns, and aesthetic concerns.
- **HVAC system age and replacement**: Uncertainty regarding benefits of bringing forward replacement of older HVAC units at several locations, affecting energy-efficient air conditioning upgrades.
- **Load shifting efficiency**: Load shifting strategies can reduce energy costs but need to avoid compromising service delivery.

Key opportunities

We are seeking your view on the feasibility and possible timing of the following potential actions:

1. **Swimming Pool**
   - Installing a solar PV system, noting roof structural assessment is advised.
   - As an alternative to PV, doubling the solar hot water matting surface area, noting this requires consideration regarding any structural or other constraints.
   - Explore funding opportunities such as grant programs and assess the potential to fund major asset upgrades.
2. **The Crossing Theatre**
   - Installing a solar PV system, noting this requires confirmation if there are any constraints on installing solar on the theatre roofs.

- Installing a Power Factor Correction (PFC) unit, noting space needs to be confirmed.
- Develop a plan for the replacement of R22 HVAC systems or older HVAC units.

3. **Water Treatment Works**
   - Install a 100 kW solar array, noting this requires confirmation considering future upgrade plans and factors such as flood risk.
   - Plan for the long-term replacement of the water treatment plant with energy-efficient alternatives.
4. **Water Tanks**
   - Install a Power Factor Correction unit at the main switchboard, noting available space needs to be confirmed.
   - Install a solar PV system, noting Council needs to advise on preferred locations for solar installation.

Key opportunities

5. **Bore Pump, Elizabeth St**
   - Implement load shifting strategies, noting Council needs to confirm if there is flexibility in the selection of the water supply source to maintain energy use below 160 MWh.
   - Feasibility of a 5-8pm weekday lockout needs confirmation.
   - Install a power factor Correction unit, noting available space needs to be confirmed.
6. **Depot Narrabri**
   - Install up to 50kW of solar PV, noting that underground infrastructure, site access, and other factors may make solar installation unviable, and Council needs to confirm.
   - Conduct a feasibility study to assess the viability of solar installation considering underground infrastructure and site access.
   - Collaborate with stakeholders to plan for future pump upgrades and incorporate energy-efficient solutions.
7. **Bore Pump, Tibbereena St**
   - As with the Elizabeth St bore pump, discuss water supply flexibility and evaluate the feasibility of load scheduling.
   - Install a power factor Correction unit, noting available space needs to be confirmed.
8. **Administration Building(s)**
   - Install as solar PV system, noting council needs to confirm the most suitable building for solar installation.
   - Determine the most suitable building for solar installation based on inverter location and electrical connection requirements.
9. **New Visitor Information Centre**
   - Install a solar PV system, noting the suitability of the main roof for solar installation needs confirmation from the Council.

- Consider alternative options such as flat roof or carport arrays.
- Confirm or develop a plan for R22 HVAC system replacement for older HVAC units.

3.2 Energy efficiency and renewables (general actions)

Description

Energy efficiency is a cost-effective way to cut energy use and emissions across Council's facilities. Upgrades like LED lighting and HVAC (Heating Ventilation and Cooling) improvements offer benefits such as lower costs and improved service.

Main barriers

Below are the main barriers for councils in implementing energy efficiency and renewable energy projects at Council sites:

- **Limited time and staff capacity**: Insufficient resources available to dedicate to energy initiatives.
- **Uncertainties about opportunities**: Challenges in identifying and evaluating potential energy-saving opportunities.
- **Finance accessibility**: Difficulties in obtaining financing for energy efficiency projects for example bringing forward equipment replacement.
- **Technical complexity**: Dealing with the technical complexities of implementing energy-related upgrades without sacrificing operations and service delivery.
- **Stakeholder alignment**: Achieving alignment and buy-in from all stakeholders involved in energy initiatives.

Key opportunities

We are seeking your view on the feasibility and possible timing of the following potential actions:

10. **Electricity generation**
    - Prioritise well-sized local onsite renewable energy systems initially over centralised electricity generation to reduce grid energy demand and maximise cost savings.
    - Consider a hybrid approach in the longer term that supports a limited number of the most cost-effective centralised proposals to demonstrate leadership and foster green economic development while still capitalising on the benefit of well-sized local renewable energy systems.
11. **Battery storage and solar expansion**
    - Focus on solar installation initially and plan for the expansion of solar arrays with battery storage in the medium term (after

2030) to coincide with the decline in battery prices and expected increase in electrical load from electric vehicles.
    - For sites where solar PV capacity is high enough to generate substantial surplus energy, and energy load remains substantial after-hours, consider rolling out battery solutions before 2030, especially where grant funding can be obtained to reduce upfront costs.

Key opportunities

12. **Energy efficiency across council sites**
    - Implement energy efficiency measures across all council sites, recognising that it is cost-effective in the long run and delivers multiple benefits beyond just reducing energy consumption.
    - Prioritise bringing forward simple measures with the fastest payback, while larger more complex upgrades can be implemented in line with asset replacement cycles.
13. **Load shifting**
    - Further investigate identified load shifting opportunities and consult stakeholders to determine feasibility, as load shifting shows potential as a beneficial strategy.
14. **Tariff optimisation**
    - Implement easy win options for tariff optimisation.
    - Continue to monitor changes in tariff structure in line with changes to energy demand.
15. **Power Purchase Agreements (PPAs)**
    - Pursue a PPA as a group member to increase purchasing power and feasibility.
    - Consider current offers in comparison to current electricity bills.
    - Factor in future needs regarding transition to electric vehicles.
16. **GreenPower adoption**
    - Where appropriate, such as certain sites or EV charging facilities, consider limited GreenPower adoption as a means to demonstrate leadership quickly and easily, noting its relatively higher cost as a method to reduce emissions.

3.3 Waste

Description

Like many local governments, Narrabri Shire Council faces challenges related to waste related environmental impacts and greenhouse gas emissions. Council is currently addressing critical decisions concerning its waste management strategy. Achieving ambitious targets in line with NSW Government policy would be difficult, but important for Council to make deep cuts to its emissions and to reach net zero emissions by 2050 in a manner that minimises the need for carbon offsetting.

Main barriers

Below are the main barriers for councils in reducing waste-related emissions:

- **Infrastructure limitations**: Costly to develop and maintain necessary waste management infrastructure.
- **Technological constraints**: Lack of expertise and resources for advanced waste management technologies.
- **Behavioural challenges**: Encouraging sustainable waste management practices among residents and businesses.
- **Regulatory compliance**: Meeting complex regulatory requirements and obligations.
- **Community opposition**: Facing resistance from local communities regarding new waste management facilities.
- **Financial constraints**: Limited budgets and competing priorities for investment in emissions reduction initiatives.
- **Data and monitoring**: Difficulty in collecting accurate data on waste generation and emissions for informed decision-making.

Key opportunities

We are seeking your view on the feasibility and possible timing of the following potential actions:

17. **Gas capture and flaring**
    - Proceed with installation of gas capture system up to economic capacity.
18. **Food and Organics Diversion**
    - Facilitate the maximum diversion of organic waste to composting facilities to avoid anaerobic decomposition according to best practice guidance.
19. **Consider landfill gas for energy generation**
    - Investigate the feasibility of combustion technologies to generate electricity from landfill gas.
    - Leverage financial support from governments where feasible, for example through the Emissions Reduction Fund.
20. **Promote sustainable practices**
    - Advocate for avoidance and reduction of waste through sustainable consumption practices and product design.

Key opportunities

- Encourage reuse, recycling, and recovery initiatives to minimise waste generation.

21. **Explore long term waste management options including waste to energy**
    - Investigate thermal treatment and electricity generation technologies to reduce reliance on traditional landfilling.
    - Undertake emissions lifecycle analyses to assess the environmental impacts of waste management options.
    - Investigate the feasibility of phytocapping or impermeable membranes as landfill cover to reduce emissions and enhance biodiversity following landfill closure.
22. **Support policy implementation**
    - Collaborate with the NSW Government to align with the Energy from Waste Policy Statement and seek funding support where possible.
23. **Cost-effective monitoring**
    - Track progress on waste policies through comprehensive data capture, including gas capture data and regular waste mix audits.
    - Update waste emissions calculations on a regular basis, including leveraging the NGER solid waste calculator results in this report as a baseline.
    - Complement surface emission monitoring techniques with other techniques as needed for accurate assessment.

3.4 Fleet transition

Description

The majority of Council's fleet comprises diesel-powered utes and SUVs, making up over 60% of the total fleet. Additionally, there is one van and one passenger vehicle, with the rest consisting of plant and equipment vehicles such as backhoes, diggers, excavators, graders, mowers, etc. The development of a transition plan for Council's fleet can be informed by considering various scenarios, which hinge on various factors such as Council's urgency to mitigate emissions, allocated budget for the transition, and the availability of appropriate sustainable vehicle options in the market.

Main barriers

Below are the main barriers for councils in reducing fleet-related emissions:

- **Resource allocation challenges**: Allocating sufficient funds and resources for developing necessary infrastructure, such as charging stations or fuelling points, and electrical system upgrades such as substations and circuit boards.
- **Technological concerns**: Addressing the lack of knowledge about and confidence in the reliability and performance of new technology, including safety considerations.
- **Cultural shift**: Addressing resistance or scepticism among drivers, fleet managers, and other stakeholders regarding the adoption of alternative fuel vehicles and new operational practices.
- **Financial strain**: Managing the upfront costs of purchasing or leasing sustainable vehicles against constrained budgets and competing investment priorities.
- **Administration changes**: Establishing new data collection and integration systems to monitor fleet performance, and adjustments to budget and accounting processes to better consider "whole of life" costs.

Key opportunities

We are seeking your view on the feasibility and possible timing of the following potential actions:

24. **Assessment of charging needs**
    - Evaluate the current and projected future demand for EV charging infrastructure based on the fleet transition plan and anticipated growth in EV adoption.
    - Consider the different levels of charging (Level 1, Level 2, and Level 3 DC Fast Charging) and their respective requirements/locations.

Key opportunities

25. **Infrastructure planning and installation**
    - Prioritise the installation of Level 2 chargers at key Council facilities, including depots, offices, and popular destinations identified in the Narrabri Shire EV Charging Feasibility Assessment.
      - Ensure that the number of charging stations is adequate to meet the growing demand for EV charging.
      - Collaborate with infrastructure providers to determine equipment and installation costs and explore opportunities for various business models and branding strategies.
    - Assess appetite for/ feasibility of installing solar PV covered charging/carparking at administration/operational sites to leverage renewable energy and reduce grid electricity consumption.
26. **Funding and financing**
    - Pursue funding opportunities for charging infrastructure, including grant funding from the NSW Government for "destination" infrastructure development, or the Commonwealth's Community Energy Upgrade Fund.
    - If necessary, consider financing solutions offered by infrastructure providers to cover the upfront costs of EV charging installations.
27. **Electrical infrastructure upgrades**
    - Assess the impact of EV charging on the local electrical grid and plan for necessary upgrades to substations, switchboards, and conduit systems to accommodate the increased electrical load.
    - Mitigate potential strain on electrical infrastructure through energy efficiency measures, energy management, load shifting, and integration of onsite solar PV systems.
28. **Fuel efficiency and low emission vehicle trials**
    - Undertake rationalisation of vehicle performance and functional requirements against current and future service delivery needs
    - Trial potential low-emissions alternatives including hybrid and full EVs.
    - Coordinate the transition to electric outdoor equipment alongside the fleet transition plan, including equipment trials.
    - Optimise routes and trip frequencies and implement driver efficiency training.
29. **Procurement and fleet replacement policy**
    - Include low-emission vehicle mandates in future Council fleet policies and procurement plans.

3.5 Water

Description

Narrabri Shire, situated in the outback of New South Wales, faces unique challenges related to water management and sustainability, necessitating the implementation of effective water management and monitoring systems. With Narrabri Shire being reliant on water for agricultural activities, livestock, and the well-being of its communities, the need for a resilient water management strategy becomes paramount.

Main barriers

Below are the main barriers for Council in managing water resources:

- **Climate variability and uncertainty:** The unpredictable nature of climate change leads to increased variability in rainfall patterns, affecting water availability.
- **Increased water demand:** As temperatures rise, water demand for agriculture, industry, and households also increases. Balancing supply and demand become more challenging, especially during prolonged dry spells.
- **Groundwater depletion:** Rising temperatures and prolonged droughts can lead to over-extraction of groundwater, depleting aquifers. Council needs sustainable strategies to manage groundwater resources effectively.
- **Water quality:** Climate change impacts water quality by altering temperature, nutrient levels, and salinity. The council must monitor and address contamination, especially in surface water ecosystems.
- **Infrastructure vulnerability:** Extreme weather events (such as floods and storms) can damage water infrastructure. The council needs resilient systems to withstand climate-related impacts.
- **Legal and regulatory challenges:** Adapting water management practices to climate change requires navigating complex legal frameworks and regulations.
- **Community engagement:** Educating and involving the community in water conservation efforts is crucial. Council faces challenges in promoting sustainable practices and behaviour change**.**
- **Financial constraints:** Implementing climate-resilient water management strategies requires funding.
- **Integrated planning:** Coordinating efforts across different sectors (e.g., agriculture, environment, urban planning) is essential for effective water resource management in a changing climate**.**

We are seeking your view on the feasibility and possible timing of the following potential actions:

Key opportunities

30. **Planning for multiple water demand scenarios**
    - Further investigate and plan for multiple scenarios encompassing different levels of industrial growth, economic development, and population changes.
    - Design and replace water infrastructure with energy efficiency, renewable energy, and flexibility, in mind.
31. **Establishment of a framework for water demand and climate projection and monitoring**
    - Integrate climate resilience strategies into water planning.
    - Establish a framework for regular review and updates of water demand projections.
    - Invest in robust monitoring systems and data collection methods.
32. **Community engagement**
    - Implement and monitor community education programs and water conservation initiatives.
    - Collaborate with key stakeholders, including industries, community representatives, and water management experts.

3.6 Urban Greening

Description

Narrabri Shire Council aims to create a sustainable and compatible natural and built environment by 2032, including implementing measures to address urban heat. A pivotal strategy in achieving this objective is urban greening. However, challenges such as a changing climate, space limitations, and fostering public support must be addressed. By proactively tackling these obstacles and collaborating with stakeholders, Council can realise its vision of a resilient, green, and liveable community.

Main barriers

Below are the main barriers for councils in implementing urban greening initiatives:

- **Infrastructure limitations**: Urban areas may lack suitable spaces for urban greening, such as ground covers, trees, parks or green roofs, due to existing built environment constraints or competing land use demands.
- **Limited resources and budget constraints**: Urban greening projects often require significant investment in infrastructure, maintenance, and ongoing management. Councils may have limited staff, expertise, and time to dedicate to planning and implementing urban greening initiatives effectively.
- **Public opposition**: Public stakeholders may resist urban greening initiatives due to concerns about changes to their neighbourhoods, potential disruptions, or perceived conflicts with other priorities.

Key opportunities

We are seeking your view on the feasibility and possible timing of the following potential actions:

33. **Biodiversity, and landscaping integration**
    - Collaborate with environmental experts to identify areas suitable for wildlife corridor strengthening and integrated green spaces.
    - Develop a plan to enhance biodiversity through the strategic placement of native vegetation.
34. **Public engagement and consultation**
    - Organise community forums and workshops to discuss the urban greening strategy.
    - Establish an online platform for community input on design preferences and species selection.
    - Create educational materials to inform the public about the benefits of the proposed initiatives.

Key opportunities

35. **Street design and planting islands**
    - Assess current canopy coverage for all main streets and identify key areas for planting islands.
    - Collaborate with urban designers to integrate planting islands as traffic dividers.
36. **Reduce hard pavement surfaces with low vegetation**
    - Identify high-visibility intersections and areas with excessive hard surfaces.
    - Introduce ground cover and planter boxes in strategic locations to mitigate urban heat.
    - Engage the community and local businesses in selecting low-maintenance vegetation for these installations.
37. **Mapping technologies**
    - Establish a more comprehensive tree canopy baseline using i-Tree Canopy or other appropriate tools.
    - Utilise thermal imaging during heat events to map temperature distribution, leveraging drone technology.
    - Leverage Council's internal capacity for mapping work to support ongoing monitoring and planning.
38. **Greenery in commercial spaces**
    - Collaborate with local businesses to integrate greenery into outdoor commercial spaces.
    - Provide incentives for businesses to adopt and maintain green infrastructure.
    - Host community events in green spaces to promote public engagement.
39. **Rainwater capture and funnelling**
    - Analyse drainage patterns and identify areas for rainwater capture.
    - Collaborate with local engineers to design and implement efficient rainwater funnels and other distribution infrastructure.
40. **Climate-resilient species selection**
    - Establish a task force comprising arborists, climate experts, and community representatives.
    - Use climate projection tools to simulate future conditions and inform species selection.
    - Develop guidelines for selecting and planting resilient species that can thrive in changing climates.
    - Collaborate with local nurseries to ensure a sustainable supply of diverse tree species.
41. **Avenue plantings**
    - Identify key roads for avenue plantings.
    - Seek community input on the preferred aesthetic.

3.7 Land management

Description

Agriculture stands out as a cornerstone of Narrabri's economic, environmental, and social landscape. Recognising the crucial role that local governments can play in shaping land use and environmental policies is paramount. Increasingly, local councils are spearheading efforts in sustainable land management through comprehensive strategies. Their focus lies on community engagement and education, aimed at promoting awareness of responsible land use practices and helping facilitate access to relevant organisations and funding sources.

Main barriers

Below are the main barriers for councils in supporting sustainable land management practices:

- **Limited funding:** Insufficient financial resources often hinder councils' ability to invest in community land management projects, including infrastructure development, conservation efforts, and educational programs.
- **Community opposition:** Resistance from local residents, businesses, or interest groups may arise due to concerns about perceived impacts on property values, livelihoods, or personal freedoms, thereby hindering the adoption of sustainable practices.
- **Lack of expertise and capacity:** Councils may lack the necessary expertise, staff, or technical capabilities to effectively plan, implement, and monitor sustainable land management practices.
- **Short-term planning horizons:** Political cycles and budgetary constraints often prioritise short-term objectives over long-term sustainability goals, making it challenging for councils to commit to and sustain efforts towards sustainable land management.
- **Land ownership and fragmentation:** Fragmentation of land ownership and jurisdictional boundaries can complicate coordination and collaboration among stakeholders, inhibiting integrated approaches to sustainable land management.
- **Climate change and uncertainty:** The increasing impacts of climate change, such as extreme weather events and shifting environmental conditions, introduce additional complexities and uncertainties, making it challenging for councils to develop resilient and adaptive land management strategies.

We are seeking your view on the feasibility and possible timing of the following potential actions:

Key opportunities

42. **Quickly establish foundational efforts and secure immediate support**
    - Identify and apply for relevant grants.
    - Review and align local policies with broader frameworks.
    - Initiate contact with relevant organisations for partnerships.
    - Implement capacity building programs to enhance sustainable land management skills within Council and the community.
    - Participate in short-term research projects.
43. **Deepen collaborative efforts and enhance capabilities**
    - Lead larger joint projects.
    - Develop long-term technical partnerships.
    - Integrate data into decision-making.
44. **Scale up successful practices for long-term sustainability**
    - Integrate local and regional policies.
    - Establish regional collaboration models.
    - Create a culture of continuous learning.

3.8 Economic development

Description

Many residents and businesses across the LGA understand that there are emissions reduction and energy cost savings opportunities available to them, and some have acted to reduce their emissions. However, many likely require education and support to enable them to understand and implement opportunities that best fit with their situation. Council, other levels of government, and local and regional collaborations can play a key role in providing this support. Councils typically have several levers available to them to help with the transition to net zero emissions.

Main barriers

Below are the main barriers for councils in supporting a low carbon economy:

- **Resource allocation challenges**: Insufficient funding and labour power can hinder councils' ability to invest in low carbon initiatives, such as renewable energy projects or energy efficiency programs.
- **Technological challenges**: Limited access to suitable technologies or expertise required for renewable energy generation, energy efficiency improvements, or carbon reduction strategies.
- **Financial strain**: Economic factors such as upfront costs, payback periods, and uncertainties about long-term returns on investment can deter councils from pursuing low carbon projects, especially in financially constrained environments.
- **Lack of data and planning**: Inadequate data availability or gaps in understanding local carbon emissions profiles and mitigation opportunities can hinder councils' ability to develop informed and effective low carbon strategies.

Key opportunities

We are seeking your view on the feasibility and possible timing of the following potential actions:

45. **Set a community emissions reduction target**
    - Adopt a 2050 net zero target for greenhouse gas emissions reduction by the Shire community.
    - Consider sub-targets such as goals for solar PV, battery storage, and electric vehicle uptake in the community.
46. **Allocate resources to support community emissions reduction**
    - Support and enable community action on climate change by providing tools and resources through Council's business planning processes.

47. **Measure and monitor community emissions**
    - Establish a process to regularly re-assess the emissions of greenhouse gases by the community, and trends in both overall emissions and in metrics such as solar and EV uptake (e.g. every three years for community emissions, annually for solar and EV metrics).
48. **Administer Council's Renewable Energy Implementation Plan to completion**
    - Adopt, implement, and report on Council's carbon footprint, plus progress on emissions reduction targets and plans.
    - Share success stories from Council's emissions reduction plan with the community to demonstrate leadership and inspire the community.

Key opportunities

49. **Recognise community and local industry leaders in climate action**
    - Identify local community and industry leaders in sustainability and climate action and draw on their expertise and achievements to educate and inspire the wider community.
50. **Industry-specific education**
    - Develop and deliver general as well as industry-specific education and resources on climate change and emissions reduction plans & opportunities for businesses (incl not for profits and schools).
    - Consider a range of approaches to delivering resources to business, including webpage content and links, online and face-to-face workshops, and technology expos.

20.1 CONFIDENTIAL REPORT - APPLICATIONS FOR THE COMMUNITY FINANCIAL ASSISTANCE GRANT (CFAG) ROUND 3 2023-24

Responsible Officer: **Donna Ausling, Director Planning and Sustainability**

Author: **Catherine Davis, Grants Officer**

Attachments: **1. Merit checklist - Round 3 CFAG 2023-24**

STRATEGIC LINK

1 Society - An Empowered, Inclusive and connected community

Objective 1.3 A resilient and strong community

Strategy 1.3.3 Strengthen community resilience through collaboration and capacity building

REASON FOR CONFIDENTIALITY

The Council is satisfied that, pursuant to Section 10A(2) of the *Local Government Act 1993*, the information to be received, discussed or considered in relation to this agenda item is:

(a) personnel matters concerning particular individuals (other than councillors)

(d)(i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it

(d)(ii) information that would, if disclosed, confer a commercial advantage on a competitor of the council.

The reason being that the report includes details from applicants' applications that include commercial in confidence information and personal information.

PUBLIC INFORMATION SUMMARY

Under Section 356 of the *Local Government Action 1993* (NSW), Council can equitably allocate funds, based on individual merits of requests for financial assistance, donations, in-kind support and or sponsorships. The current instrument is the Narrabri Shire Council Community Financial Assistance Grant (CFAG) policy, adopted at the July 2023 Council meeting. The Round 3 of the CFAG closed on 15 April 2024 and the funding round offered $30,000. The Round 3 application requests totalled $110,787 and the results of the assessment are documented in this report.

20.2 CONFIDENTIAL REPORT - 2023-24/46 - CONSTRUCTION OF KERB AND GUTTER INFRASTRUCTURE

Responsible Officer: **Eloise Chaplain, Director Infrastructure Delivery**

Author: **Alexandria Gleeson, Contracts Officer**

Attachments: **None**

STRATEGIC LINK

4 Civic Leadership - Council as a strong leader for the community

Objective 4.1 A transparent and accountable Council

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

REASON FOR CONFIDENTIALITY

The Council is satisfied that, pursuant to Section 10A(2) of the *Local Government Act 1993*, the information to be received, discussed or considered in relation to this agenda item is:

(d)(i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

The reason being that the report contains commercial in confidence information relating to cost of delivering works.

PUBLIC INFORMATION SUMMARY

The purpose of this report is to present a recommendation of tenders for Contract 2023-24/46 –Construction of Kerb & Gutter Infrastructure.