

# 2021/2022 Annual Report

**Narrabri Shire Council**



**NARRABRI SHIRE**  
DISCOVER THE POTENTIAL

Adopted 26 September 2023  
Minute Number 226/2023

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## About the Annual Report

Narrabri Shire Council has prepared this Annual Report in accordance with the requirements of the *Local Government Act 1993* (NSW). This report provides an account of Narrabri Shire Council's performance in 2021/2022 against the Community Strategic Plan (the framework within which we deliver the everyday services, programs, and projects for our community) and our annual budget. It is designed to inform residents, businesses, employees and stakeholders on our performance and our future direction, it will also be presented to the Minister of Local Government.

### **This document includes the following in accordance with statutory requirements:**

- Report of Operations: this includes highlights of the year, details about Narrabri Shire Council's governance, management and operations, and a report on our performance against the Community Strategic Plan and the Budget in 2021/2022;
- Financial Statements; and
- Performance Statement.

Electronic copies are available on our website and hard copies are available on request from Narrabri Shire Council's Administration Building. We welcome your feedback on this document. Details on how to contact us can be found on the back cover.

**Council has been granted an extension for the lodgement of its 2021/2022 Financial Statements which form part of the Annual Report. This Annual Report has been prepared using unaudited financial figures and therefore any financial data included in Council's Annual Report may be amended upon receipt of Council's audited Financial Statements. The Annual Report will be updated as soon as practicable.**

## Acknowledgement of Country

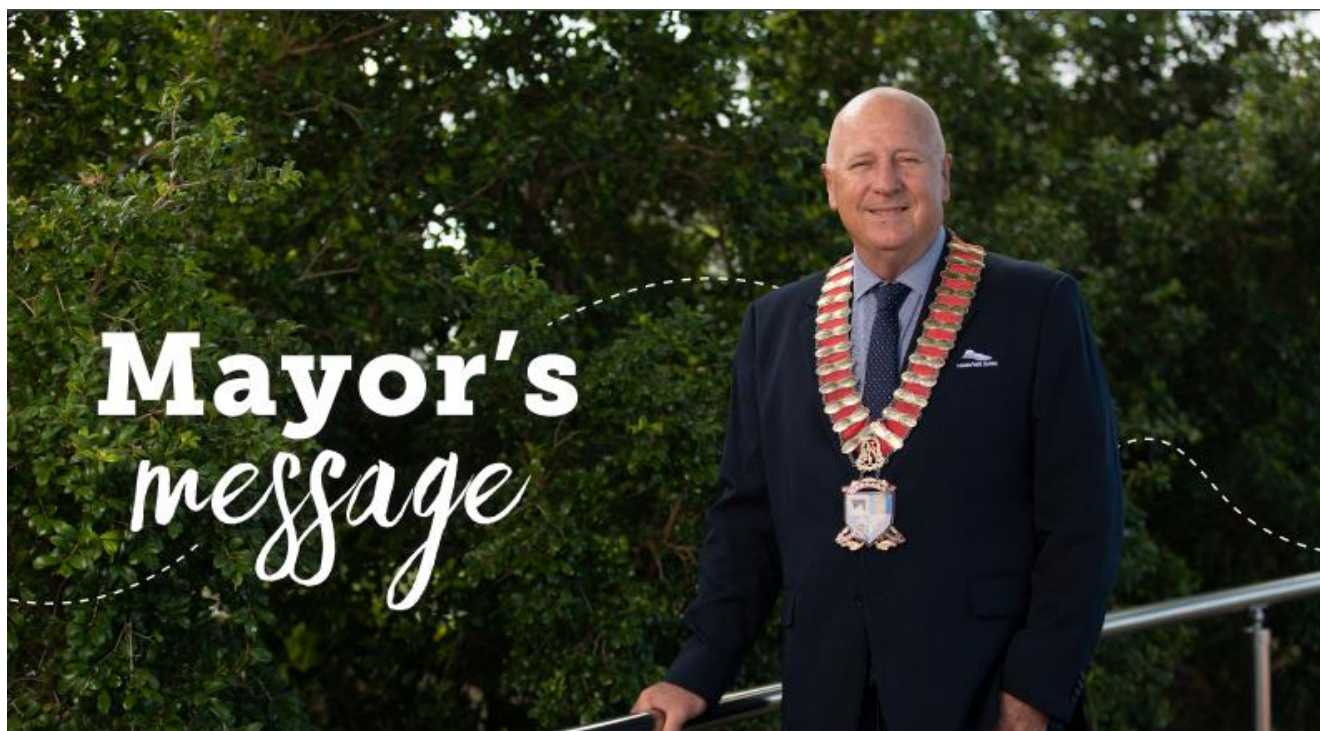
**"Narrabri Shire Council acknowledges Traditional Owners of Country throughout Australia. We recognise the continuing connection to lands, waters, and communities of people of the Gamilaraay/Gamilaroi/Gomeroy/Kamilaroi Nation, and pay respect to their Elders past, present, and emerging.**

Narrabri Shire Council acknowledges the various spellings of 'Gamilaraay, Gamilaroi, Gomeroy, and Kamilaroi' and as valid and interchangeable, guided by the Shire's Local Aboriginal Land Councils.

The Narrabri Shire has a rich history of culture. Council endeavours to unite the Community in preserving the unique heritage, celebrating community strengths and diversities, and achieving social justice by redressing past wrongs through Aboriginal Reconciliation.

**Council recognises the valuable contribution to the Narrabri Shire made by Aboriginal and Torres Strait Islander peoples and looks forward to a future of mutual respect and harmony."**

## Mayor's Message



**I am honoured to introduce the 2021/2022 Narrabri Shire Annual Report. It is with great respect, that I acknowledge the Traditional Owners of Country throughout Australia, in particular the Gomeri People of the Kamilaroi Nation, and recognise their continuing connection to land, waters and culture. I pay my respects to their Elders past, present and emerging.**

Like the last several years, this year was also filled with great challenges. The November 2021 Flood event wreaked havoc on our landscape. During any emergency event, such as the flooding and bushfires that our Shire has seen many of over the year, I am especially grateful to all front line services, volunteers and community that continue to work diligently and cooperatively together to ensure the Shire mitigates any negative effects and recovers quickly.



*Figure 1 Doreen Lane – November 2021 Flood Event*

Despite these challenges, the 2021/2022 financial year has been an extremely successful year in regard to the provision of services and the completion of several local projects across the Shire, including upgrades made to Pilliga's Anzac Park with the installation of shade shelters and play equipment, and the extension of the shared pathway network along the Narrabri Creek through to Collins Park in Narrabri and along George Street in Wee Waa. Council continues to work towards a more accessible Shire, completing the installation of automatic doors at The Crossing Theatre and the Visitors Information Centre.

The Narrabri Shire community is assured that Council staff are working tirelessly to repair damage incurred to our local road network as a result of flooding, noting the challenges experienced with the current inclement weather. Council continues to work with both the State and Commonwealth Government to resolve road maintenance issues around the Shire through additional funding. Regardless of the issues incurred by the wet weather, Council completed the rehabilitation of Culgoora Road and the upgrade of Wave Hill and Carinya Roads. Council has also commenced replacement works for the Bullawa Creek, Tullamullen, and Boston Street Bridges. The new bridges across the shire will enable Council to meet both current and future needs, opening up the area for larger vehicles and a higher volume of traffic. These new bridges are part of a broader transport network that is more resilient and gives greater connectivity.



*Figure 2 The timber bridge over Tullamullen Creek that is scheduled to be replaced in 2022/2023*

In the Economic Development space, Council facilitated an exciting Christmas Activation Project throughout December 2021 as part of the Narrabri Shire Business Activation Program funded by the Murray Darling Basin Economic Development Program.



*Figure 3 Christmas 2021 Pop-Up Shop on Maitland Street Narrabri*

The Christmas Activation Project revitalised the central business districts of Narrabri, Wee Waa and Boggabri with the purchase and installation of new decorations, including large scale Christmas Trees. The Christmas Pop Up Shop also formed part of the Activation Project and connected local makers with the community and generated over \$25,000 in sales, for participating small businesses.

The Narrabri Shire continues to be a leader in hosting largescale events and conferences. In February 2022, Council was honoured to host the Local Government NSW Water Management Conference. Delegates had the opportunity to learn about the latest water policy initiatives and trends, receive updates on emerging technical issues, establish benchmarks and take advantage of networking, professional development and team building sessions.

2021/2022 was also a year for engagement and strategising. Community engagement for the development of the 2022/2032 Narrabri Shire Community Strategic Plan and 2022/2026 Delivery Program took place across the Shire over six months. To develop these documents, Council officers engaged with over 1,100 Shire residents in person and online. With the aid of these new documents that were finalised in June 2022, the Narrabri Shire has an exciting future ahead.

I would like to thank my fellow Councillors, Council's Senior Management Team, our dedicated staff and our community for making the most out of the 2021/2022 financial year. We would not have been able to accomplish all we have without the commitment and collaboration demonstrated by you all.

**Cr Ron Campbell**

**MAYOR**

# Our Community

The Narrabri Shire Local Government Area covers 13,031 square kilometres in North West New South Wales and is home to over 12,000 residents.<sup>1</sup> Located Halfway between Sydney and Brisbane, the Shire is an exciting and diverse region of NSW and is home to a vast array of National Parks, Aboriginal Cultural Areas, Conservation Areas, and Nature Reserves.

The Shire sits within the Federal Government electorate of Parkes and the State Government seat of Barwon and is known as 'Australia's Sportiest Shire'.



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<sup>1</sup> Australian Bureau of Statistics: 2021 Census.

# Our Councillors

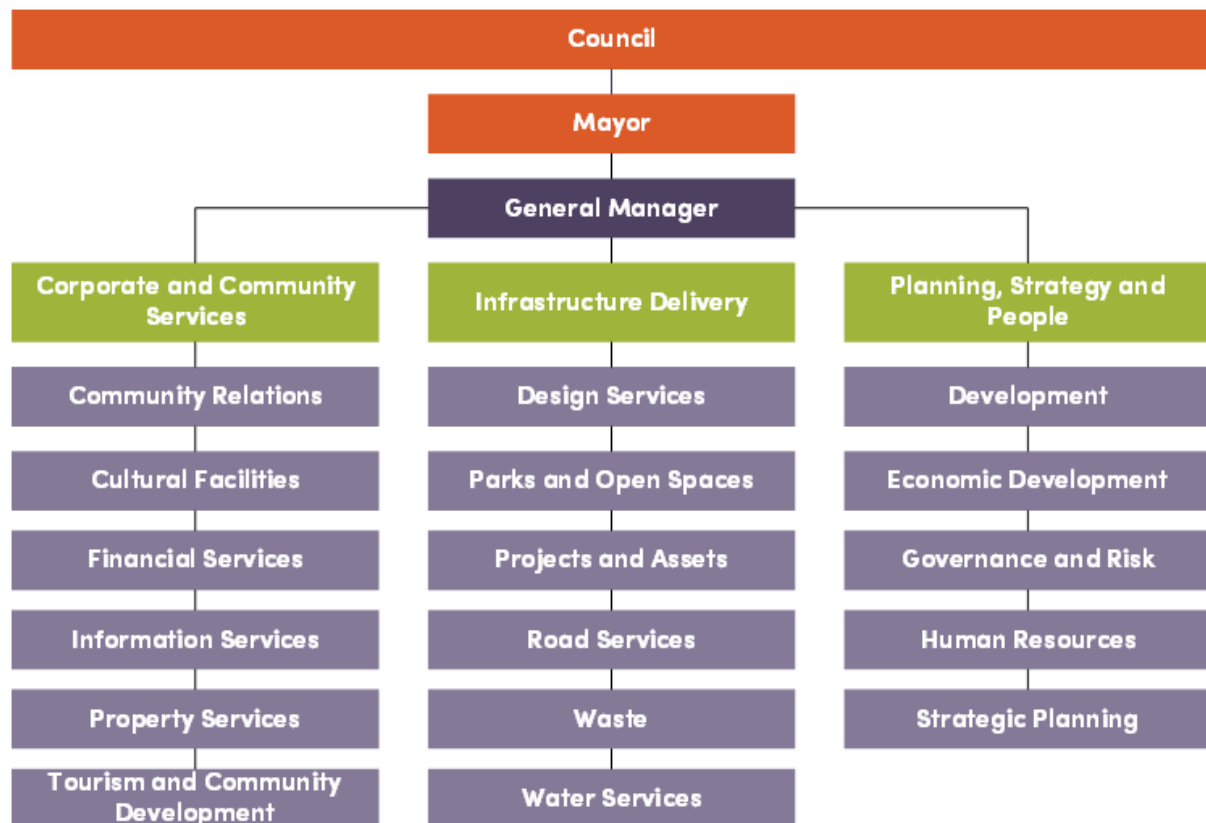
As at **30 June 2022**, Council was governed by 9 elected Councillors, who took office on 23 December 2022, with Cr Campbell as Mayor and Cr Redding as Deputy Mayor.



# Our Organisation

**As at 30 June 2022**, Narrabri Shire Council was managed by an Acting General Manager and the three (3) Directors - Corporate and Community Services, Infrastructure Delivery and Planning, and Strategy and People.

Council will continue the process of improving its structure, through the review of vacant positions and new opportunities as they become available.





# Our Values



## **INTEGRITY**

Ensuring transparency and honesty in all our activities.



## **LEADERSHIP**

Providing guidance and direction to our community and our people.



## **CUSTOMER FOCUS**

Delivering prompt, courteous and helpful services and being responsive to the community's changing needs.



## **ACCOUNTABILITY**

Accepting our responsibility for the provision of quality services and information.



## **RESPECT**

Treating everyone with courtesy, dignity and fairness.



## **EXCELLENCE**

Being recognised for providing services, programs and information which consistently meet and exceeds standards.

# Integrated Planning and Reporting

## Integrated Planning and Reporting Framework

In 2009 the NSW Government introduced a new integrated planning and reporting framework for NSW Local Government. This was embedded into the *Local Government Act 1993*. It includes the requirement to prepare a long-term Community Strategic Plan, along with a four-year Delivery Program, Operational Program and Resourcing Strategy.

The components of the framework, and how they fit together, are shown in Figure 1.

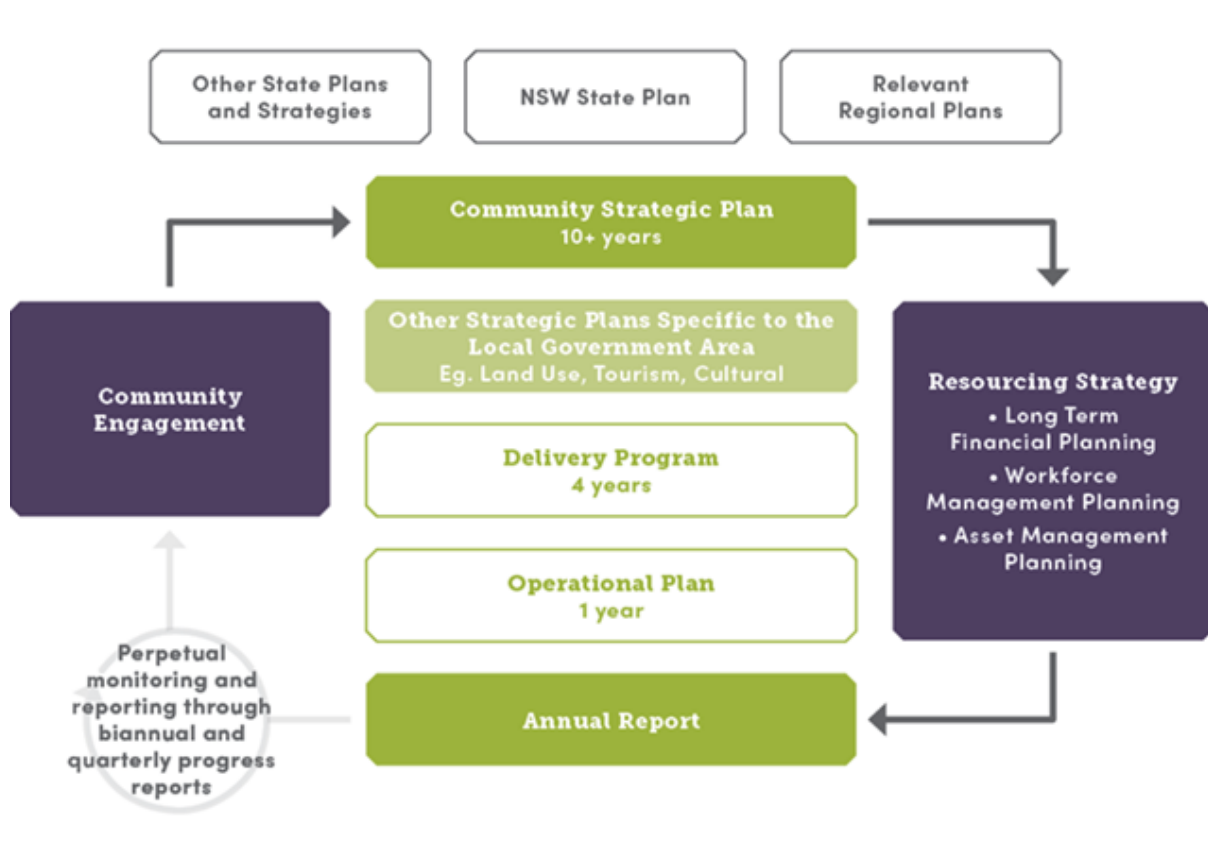


Figure 1: Integrated Planning and Reporting Framework

## Community Engagement Strategy

The Community Engagement Strategy outlines how Council will engage with the community to develop the Community Strategic Plan for Narrabri Shire.

## Community Strategic Plan

The Community Strategic Plan presents the community endorsed vision and strategic plan for Narrabri Shire. The Community Strategic Plan has a minimum 10-year timeframe and is the highest-level document that Council prepares on behalf of the community.

## 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 (4) year period.

## Resourcing Strategy

The Resourcing Strategy outlines the resources available in terms of people, finances, and assets. The Resource Strategy includes the following three (3) components:

- **Workforce Plan** assists Council to have the right number of people who are appropriately skilled to assist in achieving the strategic objectives within Council's budget constraints.
- **Long-Term Financial Plan** outlines how Council will structure its available financial resources to achieve the strategic objectives over a 10-year timeframe.
- **Asset Management Strategy** sets the direction for Council to determine what level of service is required for the infrastructure and assets it has, or is to be developed, to meet the needs of the community.

## Operational Plan

The Operational Plan sets specific actions to be achieved within the next financial year. It is supported by an annual budget.

## Annual Report

The Annual Report reflects and reports on Council's strategic objectives, operations, and performance for the financial year.

## End of Term Report

In the last year of Council's term of office, an end-of-term report is prepared as an additional section for the Annual Report, outlining progress in achieving the objectives of the Community Strategic Plan during its term in office.

# Strategic direction

## OUR VISION

A strong and vibrant regional growth centre providing a quality living environment for the entire Shire community.



### Theme 1: OUR SOCIETY

**Strategic Direction 1: Safe, Inclusive and Connected Community**

A safe, supportive community where everyone feels welcomed, valued and connected.



### Theme 2: OUR ENVIRONMENT

**Strategic Direction 2: Environmentally Sustainable and Productive Shire**

Maintaining a healthy balance between our natural and built environments.



### Theme 3: OUR ECONOMY

**Strategic Direction 3: Progressive and Diverse Economy**

A strong, diverse economy that attracts, retains and inspires business, industry and tourism growth.



### Theme 4: OUR CIVIC LEADERSHIP

**Strategic Direction 4: Collaborative and Proactive Leadership**

Working pro-actively together to achieve our shared vision with strong strategic direction.

# Community Strategic Plan

This Annual Report is the last report linked to the Narrabri Shire Council's previous 2017/2027 Community Strategic Plan, which has now been superseded by the 2022/2032 Community Strategic Plan. The Community Strategic Plan provides a ten-year vision for Council to follow as directed by the Shire Community. The Community Strategic Plan is revised every four years according to Council's Community Engagement Strategy, and always looks ten years ahead.

The following suite of strategic documents were also adopted along with the Community Strategic Plan:

- **Resourcing Strategy:** identifies the resources available to Council to meet its objectives. Including a Long-Term Financial Plan to identify the financial resources; a Workforce Plan to identify the number of appropriately skilled employees; and an Asset Management Strategy to determine the level of service required for infrastructure, and assets required to meet community needs. The Resourcing Strategy spans four years from 2017/2021.
- **Delivery Program:** identifies the objectives that Council will meet over four years, from 2017/2021.
- **Operational Plan:** highlights the objectives and actions to be implemented over the 2021/2022 financial year as a result of the Delivery Program and enables Council to report annually on its performance.

This Annual Report marks the fifth and last report of measures included in the extended 2017/2022 suite of Integrated Planning and Reporting documents.

## Strategic Directions and Objectives

The Community Strategic Plan highlights the future direction of Council by developing a reputation for itself as a vibrant community, offering all the advantages of a regional lifestyle along with a wide range of activities to enjoy. We will make the most of the diversity of the Narrabri Shire's economy, returning to the community the benefits of a busy agricultural sector and growing resources sector. In turn this will strengthen the ability of our Shire to offer a full range of services, including health, education, and retail. This will make the area an even more attractive place to live and work.

The strategic objectives are aimed at the broader Shire community. The strategies under each objective specifically relate to the role Council plays with the common objective.



In line with this vision and after applying particular focus on the opportunities for growth while acknowledging the barriers, the following strategic directions and objectives have been established for the Narrabri Shire:

### **Strategic Direction 1: Safe, Inclusive and Connected Community**

**Objective 1.1:** Community health, safety and support services will adequately meet changing community needs

**Objective 1.2:** Our vibrant country lifestyle will be enhanced through embracing our recreational and cultural diversity

**Objective 1.3:** Our communities will be provided with facilities and services to increase social connectivity and accessibility

**Objective 1.4:** A diverse range of quality learning options will be available to improve knowledge and skills within the community

### **Strategic Direction 2: Environmentally Sustainable and Productive Shire**

**Objective 2.1:** We will maintain our open spaces, natural environment, and heritage for future generations

**Objective 2.2:** We will protect our environment through sustainable planning and well-resourced emergency services

**Objective 2.3:** Our natural resource consumption will be reduced and waste well managed

**Objective 2.4:** The impacts of extractive industries on the environment will be minimised

### **Strategic Direction 3: Progressive and Diverse Economy**

**Objective 3.1:** We will stimulate business and tourism by maximising our assets and attracting regional events

**Objective 3.2:** We will become a manufacturing and logistics hub for the northern inland region

**Objective 3.3:** Value adding, and industry innovation will drive employment

**Objective 3.4:** Adequate housing options will be available to meet demands across the Shire

### **Strategic Direction 4: Collaborative and Proactive Leadership**

**Objective 4.1:** We will proactively engage and partner with the community and government to achieve our strategic goals

**Objective 4.2:** Decision making will ensure Council remains financially sustainable

**Objective 4.3:** Infrastructure and service delivery will provide public value for the community

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



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# Our Society

## Theme 1: Safe, Inclusive and Connected Community

Our society believes strongly in the Council's vision statement of an entire Shire community. Everyone has a contribution to make, and everyone deserves to share in investments made by Council. Continuing efforts are needed to engage our young people and to involve the indigenous members of our community.

The following presents highlights for the year for our theme 'Our Society':

<b>Companion Animals</b> <b>112</b> Companion animals rehomed	<b>Libraries</b> <b>21,102</b> Visits to the Shire's Libraries	<b>Pools</b> <b>56,041</b> Visits to the Shire's Pools
<b>The Crossing Theatre</b> <b>18,153</b> Visitors to The Crossing Theatre's cinemas	<b>CREATE Festival</b> The second annual CREATE Festival was successfully held across the Narrabri Shire	<b>Libraries</b> <b>29,697</b> Loans across all Shire Libraries
<b>Libraries</b> <b>228</b> New members across all Shire Libraries	<b>Supporting Youth</b> <b>87</b> Youth-based actions undertaken that were formulated through the Youth Council	<b>Pools</b> <b>699</b> Learn to Swim Classes

### Major Project Highlights:

- \$147,500 – Refurbished the Wee Waa Community Building (funded by the Murray-Darling Basin Economic Development Program Fund).
- \$41,000 – Installed new play equipment and shade shelter at Anzac Park, Pilliga
- \$25,000 – Installed two (2) sets of automatic doors at Visitor Information Centre and The Crossing Theatre
- \$7,000 – Constructed a Columbarium Wall at the Gwabegar Cemetery.



# Our Environment

## Theme 2: Environmentally Sustainable and Productive Shire

The community is mindful that the whole of the living environment needs to be considered to ensure that a quality living environment for the entire Shire community is achievable for the future. Everyone can contribute whether living and working in towns, villages or in rural areas.

The following presents highlights for the year for our theme 'Our Environment':

<b>Open Spaces</b> <b>310 ha</b> Of open spaces (sports fields, recreational areas and parks) maintained by Council	<b>Weed Management</b> <b>77,533ha</b> Roadside inspected for biosecurity threats (weeds)	<b>Waste Services</b> <b>Collected:</b> 9,991 tonnes of general waste; 2,543 tonnes of recycling; and 3,287 tonnes of organic waste
<b>Sporty Shire</b> <b>3,656 hours</b> Total time the community utilised the Shire's sports fields	<b>Water</b> <b>1,500,521kL</b> Water provided to connected residents across the Shire	<b>Saleyards</b> <b>1,046</b> Trucks utilising the Narrabri Truck Wash
<b>Weed Management</b> <b>1,655</b> Properties inspected for biosecurity issues (weeds)	<b>Waste</b> <b>9,215 tonnes</b> Tonnes of waste reused	<b>Saleyards</b> <b>4,857</b> Head of stock sold through Narrabri Saleyards

### Major Project Highlights:

- \$327,000 – Completed the Shared pathway along George Street in Wee Waa
- \$108,000 – Completed the Narrabri Creek Shared Pathway (Stage 4) and Collins Park Main Gate Shared Pathway
- \$141,000 – Completed the installation of the Multi-Purpose Court and picnic tables in Bellata

# Our Economy

## Theme 3: Progressive and Diverse Economy

The people of Narrabri Shire are very proud of the region in which they work and live. The community has a strong desire to see its Shire prosper. They want the Shire to be attractive as a destination for people to live, run businesses and visit.

The following presents highlights for the year for our theme 'Our Economy':

<b>N2IP</b> <b>134 ha</b> Purchased for the Northern NSW Inland Port site	<b>Small Business</b> <b>560</b> Subscribers to Council's Small Business in Focus monthly e-newsletter	<b>Community Events</b> <b>23</b> Community events and conferences facilitated in the Shire by Council
<b>GRP</b> <b>\$1.965 billion</b> Narrabri Shire's Gross Regional Product (GRP)	<b>Development</b> <b>\$60,110,376</b> Total value of the 107 applications approved in 2021/2022	<b>Transport Infrastructure</b> <b>\$7,803,000</b> In funding from the State and Federal Government secured for the Shire's transport infrastructure
<b>Airport</b> <b>2,726</b> Passengers through the Narrabri Airport	<b>Tourism</b> <b>16,687</b> Visitors to the Narrabri Region Visitor Information Centre	<b>Construction</b> <b>\$16,609,942</b> Total value of the 55 Construction Certificates approved in 2021/2022

### Major Project Highlights:

- \$2,041,000 – Purchased 134 hectares and 696 megalitres of water for the N2IP Site
- \$313,000 – Resealed the tarmac at the Narrabri Airport
- \$30,000 – Installed a Transit Cattle Scanner at the Narrabri Saleyards

# Our Civic Leadership

## Theme 4: Collaborative and Proactive Leadership

Our community recognises that Council does not have complete control over every aspect of the Shire. Sometimes we need contributions from State and Federal governments and agencies to make changes. However, the community does look to Council for strong leadership, clear communication, efficient support of development and a preparedness to meet commitments.

The following presents highlights for the year for our theme 'Our Civic Leadership':

<b>Grant Funding</b> <b>\$14,026,356</b> In Council and Community Grants successfully funded	<b>Happy Holidays</b> <b>\$25,000+</b> Generated from sales at the 2021 Christmas Pop Up Shop facilitated by Council	<b>Community Grants</b> <b>\$18,014</b> In Community Grants provided
<b>Community</b> <b>\$223,318</b> Total value of rates, services and general contributions donated (including community grants)	<b>Engagement</b> <b>1,103</b> Residents participated in engagement for the 2022/2032 Community Strategic Plan	<b>Governance</b> <b>15</b> Council meetings held
<b>Inform</b> Developed and distributed monthly newsletters to local businesses across Narrabri Shire outlining opportunities and economic activity of the region	<b>Accountability</b> <b>82%</b> Of all actions set by the 2021/2022 Operational Plan were achieved	<b>Water Services</b> <b>1,500,521 kL</b> Water abstracted, treated, and distributed

### Major Project Highlights:

- \$60,500 – Purchased CCTV equipment for cost effective assessment of sewer mains
- \$54,000 – Upgraded the bore pump in Wee Waa
- \$280,000 – Replaced kerb and gutter across the Shire

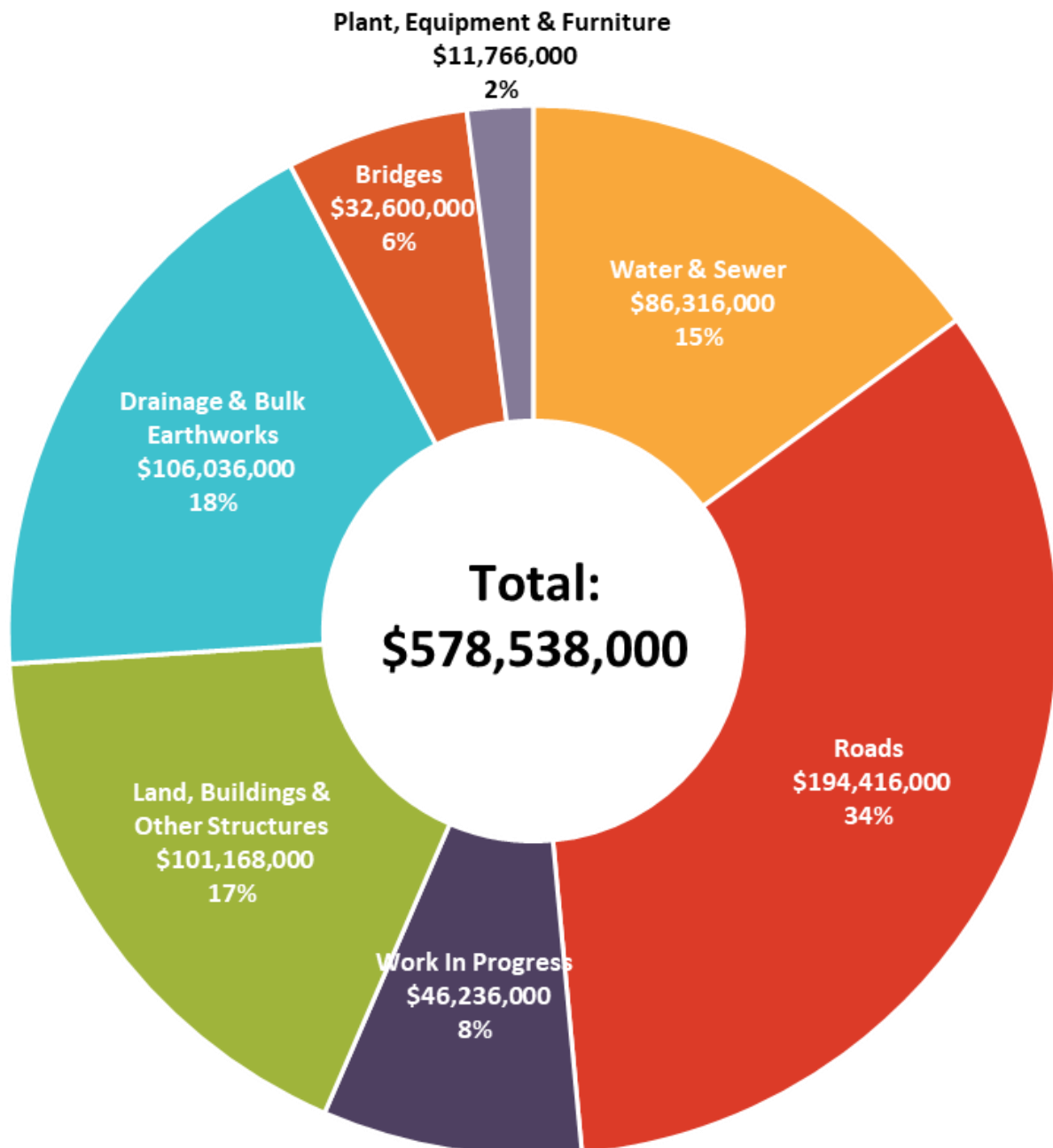


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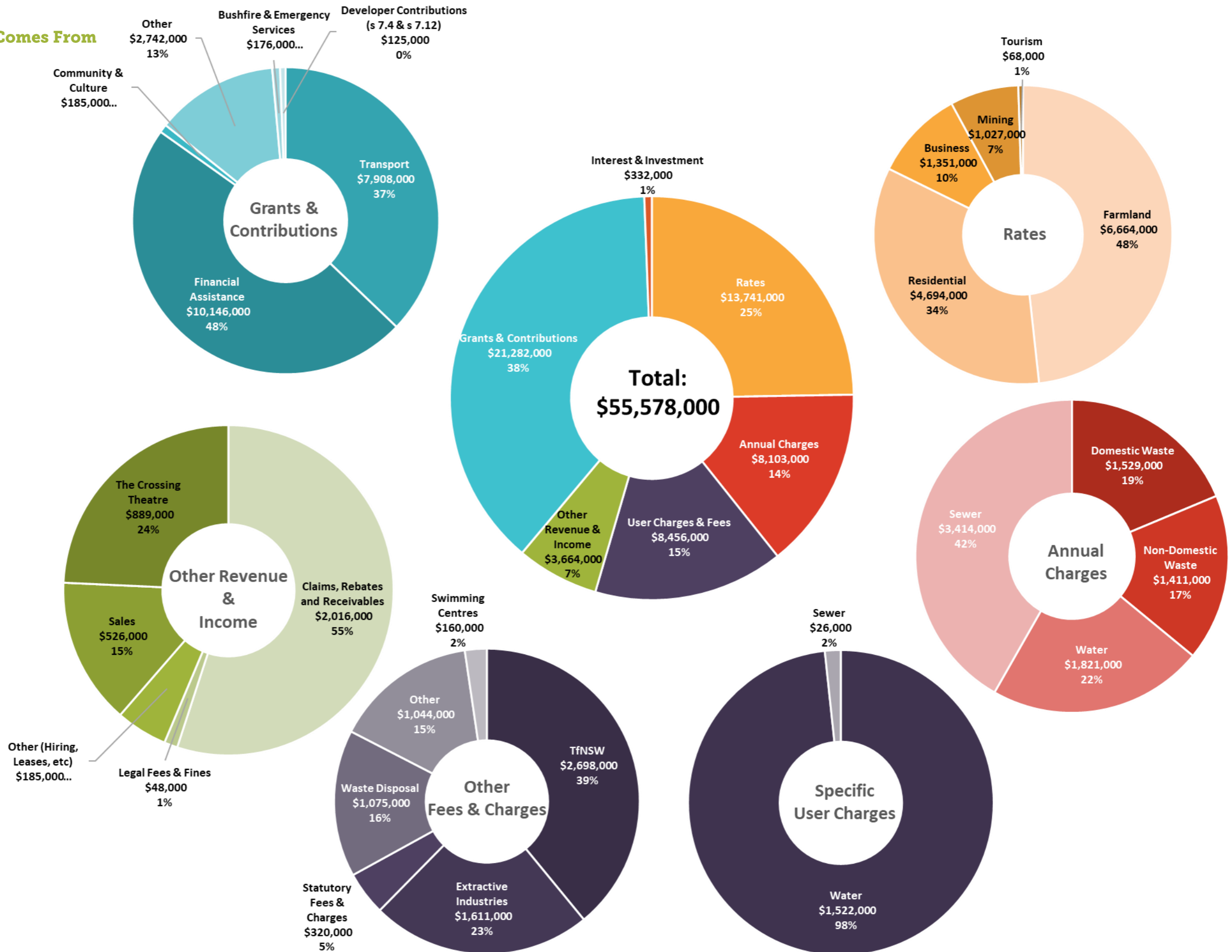
## Our Status as at 30 June 2022

In 2021/2022, Council reported a profit of \$3,237,000 before grants and contributions provided for capital purposes and a net operating result of \$8,522,000.

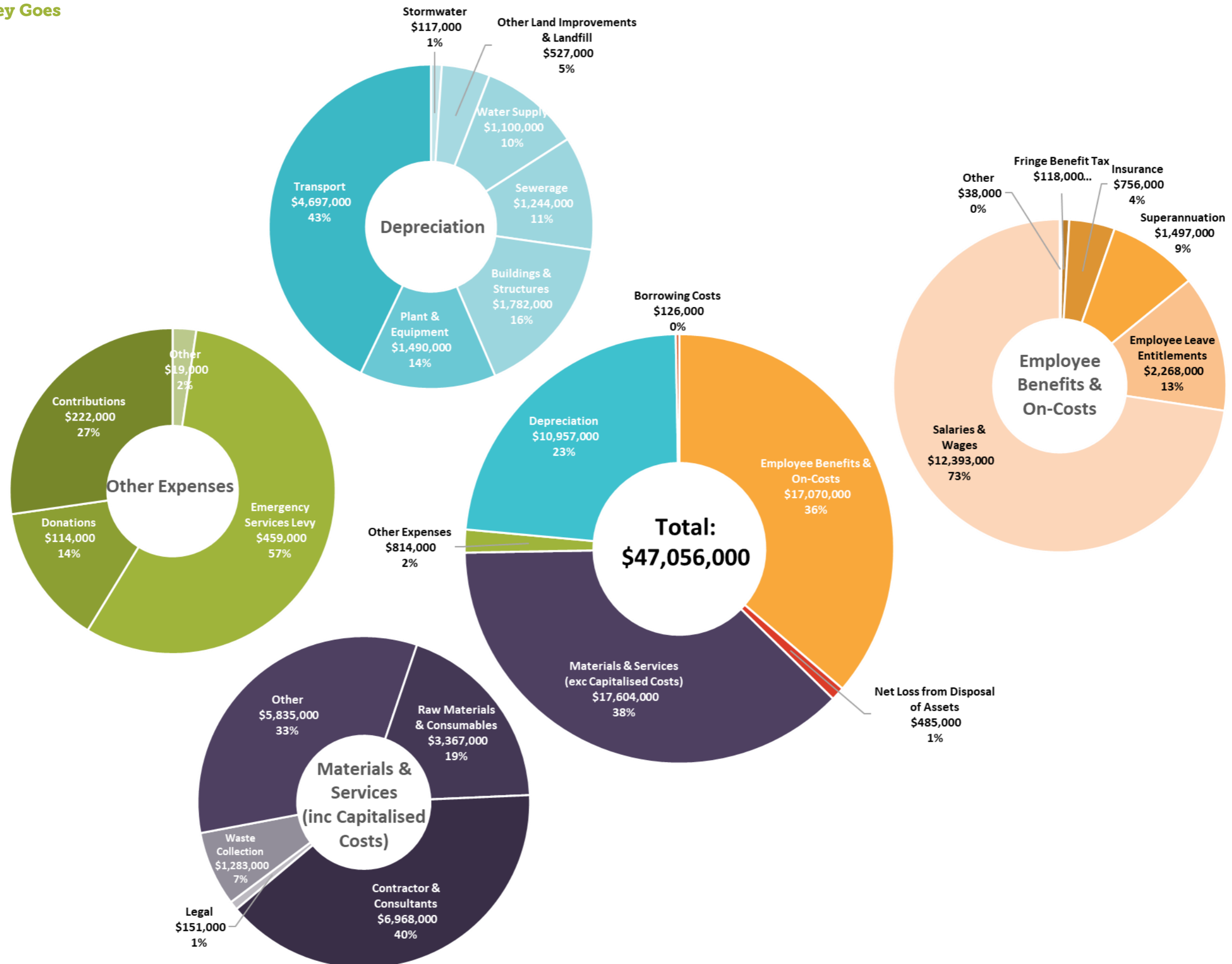
### Value of our Assets (Infrastructure, Property, Plant, and Equipment)



**Where Our Money Comes From**



## Where Our Money Goes



## Annual Financial Statements Commentary

The following is provided as a commentary to assist in interpreting Council's Annual Financial Statements:

### General Purpose Financial Reports

#### Income Statement

This statement is designed to provide a "profit or loss" figure as a financial measure of Council's cost in providing services to the community.

Material differences from Council's original budget to the final result are detailed in Notes B.

#### Statement of Financial Position

The Balance Sheet reflects Council's financial flexibility and solvency. This statement aims to provide a clear distinction between Council's assets and liabilities and has direct input into the ratios presented in Notes C.

#### Statement of Changes in Equity

The Statement of Changes in Equity shows the balance of assets remaining after all of Council's liabilities are deducted.

#### Cash Flow Statement

This statement is used to reflect the cash solvency or liquidity of Council. It also highlights cash flows from the collection of rates and other revenues, cash generated by converting goods and services into cash and the capacity to fund capital works from funds generated by operating activities.

#### Note C

Note C identifies the cash assets and investments held by Council at year end.

Note C also details restrictions placed over Council's cash assets.

External restrictions primarily cover water, sewer, domestic waste, and unexpended grant funds. These funds are raised for a specific purpose and must not be expended unless specifically for the purpose for which they were raised.

Internal restrictions are guided by Council's *Restricted Assets Policy* to target funding for asset renewal or to cash back financial commitments. The *Restricted Assets Policy* provides a consistent operational methodology for establishment, utilisation, and maintenance of the restrictions.

#### Note G

This note gives the best 'overview' of Council's financial position. Each ratio disclosed, identifies a particular area of concentration and often acts as an early indicator as to changes in the level



of performance of a Council. The benchmarks are provided from the Code of Accounting Practice and Financial Reporting.

**Operating Performance Ratio** – this ratio measures Council's achievement of containing operating expenditure within operating revenue. The benchmark is  $\geq 0\%$ .

**Own Source Operating Revenue Ratio** – this ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions. The benchmark is  $\geq 60\%$ .

**Unrestricted Current Ratio** – this ratio assesses the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council. The benchmark is  $\geq 1.5$ .

**Debt Cover Service Ratio** – this ratio measures the availability of operating cash to service debt including interest, principal, and lease payments. The benchmark is  $\geq 2$ .

**Rates, Annual Charges, Interest and Extra Charges Outstanding Percentage** – this percentage assesses the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts. The benchmark is  $< 10\%$ .

**Cash Expense Cover Ratio** – this liquidity ratio indicates the number of months a Council can continue paying its immediate expenses without additional cash inflow.

### **Special Purpose Financial Reports**

This set of statements is designed to comply with the National Competition Policy, requiring councils to disclose their major business activities. Council's only business activities, for the purpose of competitive neutrality, are water and sewerage operations.

The premise of competitive neutrality relies on competition to achieved greater efficiencies and better quality of service provision.

As with the General Purpose Financial Reports, these statements contain an Income Statement which discloses the gain or loss from ordinary activities. This statement varies from the general purpose statement of financial performance given that it includes subsidies paid or received, debt guarantee fees and is also adjusted for notional taxation and dividend payments.

These additional disclosures however require Council to account for items that in reality it is not subject to, including income tax, debt and loan fees and many other commercial costs not applicable to local government.

The Statement of Financial Position discloses the assets, liabilities and equity of the business unit.

A large graphic featuring a central dark purple hexagon with the text "Statutory information" in white. The word "Statutory" is in a bold, sans-serif font, and "information" is in a white script font. Surrounding this central hexagon are several other hexagons in shades of green and purple, some overlapping. A thin green line outlines a larger hexagon that frames the central text. Dashed green lines also connect some of the smaller hexagons.

# Statutory *information*

## Councillor Inductions

### **Local Government (General) Regulation 2021 reg 183:** Induction training courses for councillors

- (1) The general manager must ensure that an induction training course is delivered to each councillor who has been elected to the council for the first time, within 6 months of the councillor's election.
- (2) The induction training course required by subsection (1) must provide councillors with information about the functions and obligations of councils and councillors and the administrative procedures and operations of the council.
- (3) The general manager must ensure that an induction refresher course is delivered to each councillor who is re-elected to the council, within 6 months of the councillor's re-election.
- (4) The induction refresher course required by subsection (3) must provide councillors with updated information about the functions and obligations of councils and councillors and the administrative procedures and operations of the council.
- (5) A councillor must make all reasonable efforts to participate in any induction training course or induction refresher course delivered to the councillor in accordance with a requirement under this section.

### **Local Government (General) Regulation 2021 reg 184:** Supplementary induction training courses for mayors

- (1) The general manager must ensure that a supplementary induction training course is delivered to a person elected as mayor of the council, within 6 months of the person's election.
- (2) The supplementary induction training course required by subsection (1) must provide the mayor with information about the functions and obligations of councils and mayors and train the mayor in the skills necessary to perform the role of mayor.
- (3) A mayor must make all reasonable efforts to participate in any supplementary induction training course delivered to the mayor in accordance with a requirement under this section.
- (4) The requirements under this section in relation to a person elected as mayor are in addition to the requirements under section 183 to ensure the delivery of the induction training for councillors to that person.

	Cr Campbell	Cr Redding	Cr Boehm	Cr Browning	Cr Clements	Cr Dickinson	Cr Lamont	Cr Richardson	Cr Tiemens
<b>Induction Completed</b>	✗	✓	✗	✓	◐	✓	🕒	✓	✓

- Note:
- ✓ Completed within the required timeframe (six months from Councillors taking office)
  - 🕒 Completed later than six months after the Councillors took office (after 23 June 2022).
  - ◐ Partially Completed
  - ✗ Not Completed.

## Councillor Training and Professional Development

**Local Government (General) Regulation 2021 reg 186:** For the purposes of section 428(4)(b) of the Act, an annual report of a council must include the following information—

- (a) the names of any mayors or councillors who completed any induction training course, induction refresher course or supplementary induction course under this Part during the year,
- (b) the names of any mayors or councillors who participated in any ongoing professional development program under this Part during the year,
- (c) the number of seminars, circulars and other activities delivered as part of the ongoing professional development program in accordance with this Part during the year.

### Councillors for the period of 1 July 2021 to 23 December 2021:

Course	Cr Campbell	Cr Redding	Cr Booby	Cr Campey	Cr Finlay	Cr Kneale	Cr McMahon	Cr Staines	Vacant
Fraud and Corruption		✓					✓		N/A
<b>Total</b>		1					1		N/A

### Councillors for the period of 23 December 2021 to 30 June 2022:

Course	Cr Campbell	Cr Redding	Cr Boehm	Cr Browning	Cr Clements	Cr Dickinson	Cr Lamont	Cr Richardson	Cr Tiemens
LGNSW Chairing & Effecting Meeting Procedures	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>Total</b>	1	1	1	1	1	1	1	1	1

During 2021/2022, the Mayor and Councillors were granted access to all 43 of NSW Office of Local Government's Circulars.

## Overseas Visits

**Local Government (General) Regulation 2021 reg 217(1)(a):** For the purposes of section 428(4)(b) of the Act, an annual report of a council is to include the following information- details (including the purpose) of overseas visits undertaken during the year by councillors, council staff or other persons while representing the council (including visits sponsored by other organisations).

No overseas visits were undertaken by Councillors, Council staff or other persons representing Council (including visits sponsored by other organisations) in 2021/2022.



Figure 4 Pilliga Forest

## Councillor Fees, Expenditure, Facilities and Training

**Local Government (General) Regulation 2021 reg 217(1)(a1):** details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, councillors in relation to their civic functions (as paid by the council, reimbursed to the councillor or reconciled with the councillor), including separate details on the total cost of each of the following—

- (i) the provision during the year of dedicated office equipment allocated to councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in councillors' homes (including equipment and line rental costs and internet access costs but not including call costs),
- (ii) telephone calls made by councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in councillors' homes,
- (iii) the attendance of councillors at conferences and seminars,
- (iiia) the provision of induction training for councillors, supplementary induction training for mayors and professional development programs for mayors and other councillors,
- (iv) other training of mayors and councillors and the provision of skill development for mayors and councillors,
- (v) interstate visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,
- (vi) overseas visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,
- (vii) the expenses of any spouse, partner (whether of the same or the opposite sex) or other person who accompanied a councillor in the performance of his or her civic functions, being expenses payable in accordance with the Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW prepared by the Director-General from time to time,
- (viii) expenses involved in the provision of care for a child of, or an immediate family member of, a councillor, to allow the councillor to undertake his or her civic functions.

The total amount of fees paid to the Mayor and Councillors for the year was \$121,907.00 Councillors each received a monthly fee of \$1,033.00, with the Mayor receiving an additional monthly fee of \$2,255.00.

The total amount spent on Councillors' fees, the provision of Councillor facilities and payment of Councillor expenses for the year was \$157,810 compared to \$141,342 in 2020/2021.

Council's Policy on the provision of facilities for use by Councillors and the payment of Councillors expenses can be found on Council's Website [www.narrabri.nsw.gov.au](http://www.narrabri.nsw.gov.au).

	For the period of 1 July 2021 to 30 June 2022		For the period of 23 December 2021 to 30 June 2022							For the period of 1 July 2021 to 23 December 2021						
Fee	Cr Campbell	Cr Redding	Cr Boehm	Cr Browning	Cr Clements	Cr Dickinson	Cr Lamont	Cr Richardson	Cr Tiemens	Cr Booby	Cr Campey	Cr Finlay	Cr Kneale	Cr McMahon	Cr Staines	All Councillors
Mayoral Fees	\$24,805															\$24,805
Elected Member Fees	\$11,363	\$11,363	\$6,198	\$6,198	\$6,198	\$6,198	\$6,198	\$6,198	\$6,198	\$5,165	\$5,165	\$5,165	\$5,165	\$5,165	\$5,165	\$97,102
Association Memberships																\$0
Reimbursement of Meeting Costs	\$364	\$1,248	\$122	\$122	\$1,025	\$122	\$408	\$3,211	\$122	\$632		\$468	\$92	\$133		\$8,069
Catering Meetings and Functions	\$1,874	\$1,359	\$618	\$618	\$618	\$618	\$618	\$618	\$618	\$741	\$741	\$741	\$741	\$741	\$741	\$12,002
Provision of Equipment	\$2,115	\$2,045	\$125	\$125	\$125	\$125	\$125	\$125	\$125							\$5,038
Telephone Calls																\$0
Conferences and Seminars	\$1,522	\$1,746			\$776				\$550							\$4,594
Induction Training	\$689	\$689	\$689	\$689	\$689	\$689	\$689	\$689	\$689							\$6,200
Skill Development Training																\$0
Interstate Travel																\$0
Overseas Travel																\$0
Spousal Expenses																\$0
Child or Family Care																\$0
<b>Total</b>	<b>\$42,732</b>	<b>\$18,448</b>	<b>\$7,752</b>	<b>\$7,752</b>	<b>\$9,431</b>	<b>\$7,752</b>	<b>\$8,038</b>	<b>\$10,841</b>	<b>\$8,302</b>	<b>\$6,538</b>	<b>\$5,906</b>	<b>\$6,374</b>	<b>\$5,998</b>	<b>\$6,039</b>	<b>\$5,906</b>	<b>\$157,810</b>

Note: 1 – Includes the purchase of new iPads to replace non-functioning iPads from previous term.

2 – Existing functional iPads purchased in a prior financial year distributed to 7 Councillors; new cases and keyboards were purchased for these iPads in 2021/2022.

## Contracts Awarded

**Local Government (General) Regulation 2021 reg 217(1)(a2):** details of each contract awarded by the council during that year (whether as a result of tender or otherwise) other than—

- (i) employment contracts (that is, contracts of service but not contracts for services), and
- (ii) contracts for less than \$150,000 or such other amount as may be prescribed by the regulations,

including the name of the contractor, the nature of the goods or services supplied by the contractor and the total amount payable to the contractor under the contract

The following table lists all contracts awarded by Council with a total value of \$150,000.00 or more during 2021/2022. The amounts payable below are either the **approved** GST inclusive contract amounts for construction contracts, plus any approved variations, or the total amounts paid during the 2022 financial year for Rates Only Supply Contracts.

Name of Contractor	Date	Goods or Services Provided	Amount Payable (inc GST)	Approved Variations (inc GST)
Dubbo Traffic Control Pty Ltd; Kay-Em Civil Pty Ltd	Extended 01/7/22	Pavement Maintenance	\$504,844	N/A
Hartlow Pty Ltd; Johnston Concrete & Landscape; Kay-Em Civil Pty Ltd; M R Bennett Pty Ltd; Narrabri Gravel Haulage Pty Ltd; Stuart McGowan Earthmoving Pty Ltd; G & K Anderson Pty Ltd; Phillip Reynolds Pty Ltd; Schwager Civil & Concrete Pty Ltd; Truebass Pty Ltd	Extended 01/7/22	Tipping Truck Hire	\$1,370,948	N/A
Johnston Concrete & Landscape; Darleish Pty Ltd; Naracor; Ramec Pty Ltd; Willtak Pty Ltd; Phillip Reynolds Pty Ltd; Grace Civil – Grace Rural Pty Ltd	Extended 01/7/22	Watercart Hire	\$228,699	N/A
M R Bennett Pty Ltd; Outlaw Plant Hire; Specialised Civil Services Pty Ltd; Coates Hire Operations Pty Ltd; Schwager Civil & Concrete Pty Ltd; Darleish Pty Ltd; Alfabs Hire Pty Ltd; WTC Earthmoving; GCM Enviro Pty Ltd; West Slash Pty Ltd; Ramec Pty Ltd; Narrabri Skip Bins; JLE Concreting; Petrie Excavations Pty Ltd; Nimrod Mor Plumbing; Norwest Plant Hire Pty Ltd; MD Hamilton & TA Mcfarlane; Johnstone Concrete & Landscape; AE & NE Dewson Pty Ltd; Moresgear t/a Dru Dickinson Grader Hire; Truebass Pty Ltd; Naracor; Narrabri Tilt Tray Service; Rollers Australia Pty Ltd	01/07/2021	Casual Plant Hire	\$1,510,315	N/A



Name of Contractor	Date	Goods or Services Provided	Amount Payable (inc GST)	Approved Variations (inc GST)
Country Electrical; Carve Up Auto; C L Dickinson Auto Electrics; Wee Waa Electrics Pty Ltd; Richard Whan Building Pty Ltd; JLE Concreting; Ryner Pty Ltd; A M Electrical Pty Ltd; Field Exploration Services; Robert Andersons Carpets; Phil Brown Plumbing; Galee Pty Limited Trading as GFS Engineering; Pete Brien Roofing & Plumbing Petonna	01/07/2021	Casual Tradesperson	\$268,377	N/A
Westrac Pty Ltd	23/07/2021	Supply and Delivery of CCF Class 15 Graders	\$985,491	N/A
Saunders Civilbuild Pty Ltd	26/10/2021	Design & Construction of Boston Street Bridge Replacement	\$3,388,307	\$90,292.28
Raylees Cleaning	01/12/2021	Provision of Cleaning Services	\$170,284	N/A
JLE Concreting Pty Ltd	17/06/2022	Construction of Shared Pathway along Cooma Road, Narrabri	\$327,834	N/A
All Pavement Solutions Pty Ltd; BMR Quarries Pty Ltd; Colas NSW Pty Ltd; NSW Spray Seal Pty Ltd; Fenworx Pty Ltd; Newpave Pty Ltd; Stabilise Pavements of Australia Pty Ltd	30/06/2022	Bitumen Sealing	Likely to exceed \$1,000,000	N/A

All procurement is conducted in accordance with the provisions of the Modern Slavery Act 2018 (NSW) and other applicable legislation relating to modern slavery. In short, Council must avoid procurement of products that are the result of modern slavery.

## Legal Proceedings

**Local Government (General) Regulation 2021 reg 217(1)(a3):** a summary of the amounts incurred by the council during the year in relation to legal proceedings taken by or against the council (including amounts, costs and expenses paid or received by way of out of court settlements, other than those the terms of which are not to be disclosed) and a summary of the state of progress of each legal proceeding and (if it has been finalised) the result

Council incurs legal expenses for such things as the purchase and sale of land and assets, debt collection, and preparation of leases and subdivisions. Costs are also incurred for legal advice on planning and environmental matters, employment issues, liability issues and corporate governance.

Legal Matter	Cost (\$)	Progress or Result as at 30 June 2022
Councillor Dispute	\$7,673.89	Finalised through the Land and Environment Court in 2020/2021 and awarded in Council's favour. Additional expenses incurred due to the Plaintiff's request to assess costs awarded. Costs awarded to Council were then increased by the Court.
Employment Matter	\$23,235.73	Settled out of Court.
Native Title Matter	\$1,765.35	Ongoing.
Debt Recovery	\$2,733.64	Recoverable.
<b>Total:</b>	<b>\$35,408.61</b>	

## Subsidised Private Works (Section 67 Resolutions)

**Local Government (General) Regulation 2021 reg 217(1)(a4):** details or a summary (as required by section 67(3) of the Act) of resolutions made during that year under section 67 of the Act concerning work carried out on private land and details or a summary of such work if the cost of the work has been fully or partly subsidised by the council, together with a statement of the total amount by which the council has subsidised any such work during that year

No work was carried out on private land which was fully or partly subsidised by Council in 2021/2022.

## Financial Assistance (Section 356 Contributions)

*Local Government (General) Regulation 2021 reg 217(1)(a5): the total amount contributed or otherwise granted under section 356 of the Act*

The amount contributed or otherwise granted to others under Section 356 of the Local Government Act 1993, are as follows:

Donation of Rates and Service Charges	Amount (\$)
Donation of Rates & Waste Charges	\$32,016
Donation of Water Services	\$13,866
Donation of Sewer Services	\$22,276
<b>Total</b>	<b>\$68,158</b>

Contributions to Events <sup>2</sup>	Amount (\$)
Narrabri West Public School - 2021 Presentation Night	\$100
Narrabri Public School - 2021 Presentation Night	\$100
St Francis Xavier's Catholic School - 2021 Presentation Night	\$100
Wee Waa Public School - 2021 Presentation Night	\$100
Namoi Valley Christian School - 2021 Presentation Night	\$100
St Joseph's Catholic School - 2021 Presentation Night	\$100
Boggabri Public School - 2021 Presentation Night	\$100
Fairfax Public School - 2021 Presentation Night	\$100
Bellata Public School - 2021 Presentation Night	\$100
Pilliga Public School - 2021 Presentation Night	\$100
Gwabegar Public School - 2021 Presentation Night	\$100
Sacred Heart Primary School - 2021 Presentation Night	\$100
Narrabri High School - 2021 Presentation Night	\$200
Wee Waa High School - 2021 Presentation Night	\$200
<b>Total</b>	<b>\$1,600</b>

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<sup>2</sup> Resolved at the September 2018 Ordinary Council Meeting (Minute 201/2018).

<b>Community Grants Scheme<sup>3</sup></b>	<b>Amount (\$)</b>
Narrabri Arts and Craft Society for trimming of hedges and trees	\$825
Narrabri Shire Community Radio for new studio equipment	\$1,418
Kogil Street Preschool for Front Facia Update	\$4,091
ADFAS Narrabri and North West for their 2021/22 Program Delivery	\$3,000
Galloping Gully Polocrosse for safety fencing and lighting for the clubhouse.	\$2,872
Eulah Creek Recreation Reserve for a Mobile Phone Booster System	\$2,354
Kogil Street Preschool for Building Upkeep – Internal Painting (2020/2021 Community Grants Fund Allocation paid in 2021/2022) <sup>4</sup>	\$4,000
<b>Total</b>	<b>\$18,560</b>

<b>Pensioner Rebate Scheme</b>	<b>Amount (\$)</b>
Council's Component	\$145,000
<b>Total</b>	<b>\$145,000</b>

Not included in the above figures are donations, contributions and concessions granted to community groups, including Concession Rates of Hire for The Crossing Theatre, Non-Ratable Property Classifications and Hire of Council Plant and Equipment.

## Written Off Rates and Charges

*Local Government (General) Regulation 2021 reg 132: The council's annual report must include the amount of rates and charges written off during the year*

The amount of rates and charges written off during 2021/2022 under Part 5, Division 3 of the *Local Government (General) Regulation 2021*, are as follows:

<b>Rates and Charges Written Off in 2021/2022</b>	<b>Amount (\$)</b>
Pensioner Rebates	\$300,000
<b>Total</b>	<b>\$300,000</b>

<sup>3</sup> Resolved at the July 2021 Ordinary Council Meeting (Minute 119/2021).

<sup>4</sup> Resolved at the August 2020 Ordinary Council Meeting (Minute 132/2020)

## External Bodies (Section 355 Committees)

*Local Government (General) Regulation 2021 reg 217(1)(a6): a statement of all external bodies that during that year exercised functions delegated by the council,*

The following external organisations were Section 355 Committees of Narrabri Shire Council for all or part of 2021/2022 and were delegated to exercise functions on behalf of Council, pursuant to Section 355 of the Local Government Act 1993:

### Gwabegar Community Hall Committee

#### Delegated Functions:

- Take care, control, and management of the Gwabegar Community Hall.
- Collect any charges and fees fixed by Council for the use of the facilities, to raise funds for the purpose and objectives of the Committee and to expend those funds together with such funds as the Council may from time to time vote to the Committee.
- To make the facility available to and safe for all members of the public consistent with the purpose for which the facility was originally constructed. Any restriction to this availability is to be approved by Council.
- To meet any charges which may be made from time to time for electricity, water, and any other services charges in respect to the operation of the facility.
- To maintain the facility to the satisfaction of the General Manager:
  - Structural alterations and permanent installations require relevant Council building and planning approval prior to commencement.
  - Council approval is to be obtained for major maintenance, improvements, or extensions to the facility prior to the issuing of the contract for the commencement of such work.
  - Such works are to be to the satisfaction of the General Manager.
- To permit authorised Council officers to enter the premises at any reasonable hour for the purpose of carrying out work or inspections at times of emergency when entry is necessary, and to supply Council with a set of keys for this purpose.
- Arrange the repair and maintenance of the facility and grounds, either by voluntary labour or otherwise.

### Controlling Interest in Other Bodies

*Local Government (General) Regulation 2021 reg 217(1)(a7): a statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies (whether or not incorporated) in which the council (whether alone or in conjunction with other councils) held a controlling interest during that year*

In 2021/2022, Council did not hold a controlling interest in any corporations, partnerships, trusts, joint ventures, syndicates or other bodies, whether alone or in conjunction with other councils.

## **Involvement with Other Bodies**

**Local Government (General) Regulation 2021 reg 217(1)(a8):** a statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies (whether or not incorporated) in which the council participated during that year

As at 30 June 2022, Council was involved in the following:

### **Arts North West**

*Council Delegate: Staff Appointment*

Arts North West facilitates the development of arts and cultural projects and initiatives across the whole region, building a rich cultural landscape in the New England North West and increasing participation in arts and cultural activities. Arts North West works cooperatively with Council to provide information and professional support for cultural activities in the Shire. For more information, please visit the [Arts North West website](#).

### **Central Northern Libraries Committee**

*Council Delegate: Cr Redding*

*Alternate: Cr Richardson*

The Shire's libraries are linked to the Central Northern Regional Library. Based in Tamworth, the Central Northern Regional Library services the Tamworth Regional Council, Narrabri Shire Council, Gwydir Shire Council, Liverpool Plains Shire Council, Uralla Shire Council and Walcha Shire local government areas. Of the 15 Central Northern Libraries, three (3) are located within the Narrabri Shire (Narrabri Library, Boggabri Library and Wee Waa Library). The libraries offer free membership, interlibrary loans, public Internet access, children's programs, and other events throughout the year. For more information, please visit the [Central Northern Regional Library website](#).

### **Country Universities Centre (CUC) North West Board of Directors**

*Council Affiliated Volunteer Directors: Cr Redding (Chair) and Jenny Campbell<sup>5</sup>*

CUC North West is locally governed and driven by its community through an independent Board of Directors of which Narrabri Shire Council is affiliated with two (2) of the directors. CUC North West was established at the two (2) North West sites (being Narrabri and Moree) by Narrabri Shire Council cooperatively with Moree Plains Shire Council. These two (2) sites provide a dedicated learning and study space, designed specifically to assist rural and regional communities to obtain additional qualifications without requiring them to move to a larger regional centre or a city. Council provides in-kind support to CUC North West through the provision of a vehicle (valued at approximately \$14,000 per year) and security services and maintenance of the Narrabri Site, located at Doyle Street, Narrabri (valued at approximately \$1,500 per year).

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<sup>5</sup> While these are not designated "Council" seats on the Board, Narrabri Shire Council has proudly supported the establishment of CUC North West since its establishment. Through the accommodation of these two affiliated Directors.

## **Joint Regional Planning Panel (JRPP)**

*Council Delegate: Cr Clements, Cr Boehm*

*Alternate: Cr Browning*

Joint Regional Planning Panels (JRPP) are responsible for making decisions on regionally significant development applications. In operation since July 2009, they are independent decision-making bodies not subject to the direction of the Minister for Planning and Public Spaces (the Minister). Members of the JRPP are appointed by the Minister and contain a mixture of Government and Council appointees. Further detail about its operating procedures may be obtained from the [ePlanning website](#).

## **Leards Forest Environmental Trust Committee**

*Council Delegate: Cr Richardson*

*Alternate: Cr Dickinson*

The Leards State Forest is located approximately 16 kilometres north-east of Boggabri in the Narrabri Shire. As a consequence of the three (3) coal mines in the area (Boggabri Coal Project (Boggabri Coal Pty Ltd) Tarrawonga Coal Project (Tarrawonga Coal Pty Ltd) and Maules Creek Coal Project (Aston Coal 2 Pty Ltd)) an environmental trust has been established to manage the biodiversity offsets generated from these mines. The Trust administers the Environmental Grant Program and consists of representatives from the abovementioned mines, community members and Gunnedah and Narrabri Shire Councils. The aim of the Environmental Grant Program is to facilitate projects that enhance the environment, protect the environment, or provide a sustainable environmental solution. The projects are to be based within a 25-kilometre radius of the Leards Forest Precinct.

## **Myall Creek Memorial Committee**

*Council Delegate: Cr Redding, Cr Lamont*

*Alternate: Cr Boehm*

To engage with the Myall Creek Memorial Committee.

## **Namoi-Peel Customer Advisory Group**

*Council Delegate: Cr Clements*

*Alternate: Cr Redding*

The Namoi-Peel Customer Advisory Group is made up of a number of representatives nominated by organisations or other customers. The Group operates to facilitate knowledge and resource sharing with WaterNSW to ensure positive, constructive and efficient service is provided and customer relationships are maintained.

## **New England Joint Organisation (NEJO)**

*Council Delegate: Mayor and the General Manager*

NEJO is a regional joint organisation of Councils, and membership that enables access to resources, information and intellectual property sharing, group project strategic initiatives and political representations to State and Federal Governments on relevant issues. The NEJO member councils are Armidale Regional Council, Glenn Innes Severn Council, Inverell Shire Council, Tenterfield Shire Council, Moree Plains Shire Council, Narrabri Shire Council and Uralla Shire. The NEJO Board is made up of the Mayors of each member council. The NEJO Advisory Committee is made up of the General Managers or Chief Executive Officers of each member council. Both the NEJO Board and Advisory Committee meet quarterly. For more information, please visit the [NEJO website](#).

## **Narrabri Bush Fire Management Committee**

*Council Delegate: Cr Tiemens*

*Alternate: Cr Dickinson*

A Bush Fire Management Committee (BFMC) provides a forum for cooperative and coordinated bushfire management in a local area. It also provides for community involvement in the Bush Fire Risk Management process and assists the Bush Fire Coordinating Committee to consider issues relevant to the protection of life, property, and the environment from bushfires. BFMCs are responsible for preparing, coordinating, reviewing, and monitoring the Plan of Operations and Bush Fire Risk Management Plan for their area, being the [Namoi-Gwydir Bush Fire Management Plan](#).

## **Narrabri Hospital Advisory Committee**

*Council Delegate: Cr Redding*

*Alternate: Cr Tiemens*

The purpose of the Narrabri Hospital Advisory Committee consists of motivated and dedicated volunteers working in partnership with the Health Service Manager of Narrabri Health Service. The committee helps to ensure the effective delivery of health services and represents the community on matters relating to health. The Committee meet bimonthly and new members are always welcome. The Committee have a commitment to ensure the Narrabri community have a voice regarding health care.

## **North West Weight of Loads Group**

*Council Delegate: Staff Appointment*

This group enforces the *Roads Act 1993* and limits (weights) on vehicles using public roads. The objective of this group is to reduce road maintenance costs.



## **North West Regional Weeds Committee**

*Council Delegate: Staff Appointment*

The North West Regional Weeds Committee promotes a regional approach to management of noxious and other environmental weeds by liaising with all Local and State Government organisations and other bodies involved in land management throughout the North West NSW. The Committee comprises representatives from more than 20 organisations including local control authorities, public and private landholders and community members involved in weed management across the Gunnedah Shire, Gwydir Shire, Liverpool Plains Shire, Moree Plains Shire, Narrabri Shire, Tamworth Region, and Walgett Shire local government areas.

## **Northern Inland Risk Management Group**

*Council Delegate: Staff Appointment*

Northern Inland Regional Risk Management Group (NIRMG) works collaboratively for better regional outcomes in risk management and safety. Regional Risk Managers from both Statewide and StateCover attend meetings to provide additional guidance to participating Council's through training, onsite assistance, guidance, mentoring and on-call advice for Council staff members involved in the management of risk. The Group comprises representatives from SafeWork, StateCover, Statewide Mutual and Armidale Regional. Glen Innes Severn, Gunnedah Shire, Gwydir Shire, Inverell Shire, Liverpool Plains Shire, Moree Plains Shire, Narrabri Shire, Tamworth Regional, Tenterfield Shire, Uralla Shire, and Walcha Councils.

## **Northern Inland Regional Waste Group**

*Council Delegate: Staff Appointment*

Northern Inland Regional Waste (NIRW) is a regional waste group in the New England and North West region of NSW. NIRW works collaboratively for better regional outcomes in waste management and resource recovery. NIRW leads several programs and addresses issues using a strategic regional approach. The Group comprises representatives from Armidale Regional. Glen Innes Severn, Gunnedah Shire, Gwydir Shire, Inverell Shire, Liverpool Plains Shire, Moree Plains Shire, Narrabri Shire, Tamworth Regional, Tenterfield Shire, Uralla Shire, and Walcha Councils. For more information, please visit the [NIRW website](#).

## **StateCover and Statewide Mutual**

*Council Delegate: Staff Appointment*

StateCover and StateWide are Council's insurers. These entities are both mutuals made up of councils across NSW. As mutuals, these entities reinvest budget surplus back into risk improvement initiatives.

## Wee Waa Hospital Advisory Committee

*Council Delegate: Cr Dickinson*

*Alternate: Cr Clements*

The purpose of the Wee Waa Hospital Advisory Committee consists of motivated and dedicated volunteers working in partnership with the Health Service Manager of Wee Waa Health Service. The committee helps to ensure the effective delivery of health services and represents the community on matters relating to health. The Committee meet bimonthly and new members are always welcome. The Committee have a commitment to ensure the Wee Waa community have a voice regarding health care.

## Community Consultative Committees

To ensure that Council is aware of developments and can assist as a representative for the relevant operations, Council ensures delegates are present at the following Community Consultative Committees:

Boggabri Coal Community Consultative Committee	Council Delegate: Cr Redding Alternative: Cr Clements
Inland Rail N2N Community Consultative Committee	Council Delegate: Cr Lamont Alternative: Cr Browning
Maules Creek Coal Mine Community Consultative Committee	Council Delegate: Cr Richardson Alternative: Cr Dickinson
Narrabri Coal Mine Community Consultative Committee	Council Delegate: Cr Redding Alternative: Cr Clements
Narrabri Gas Project Community Consultative Committee	Council Delegate: Cr Browning, Cr Redding Alternative: Cr Dickinson
Tarrawonga Coal Mine Community Consultative Committee	Council Delegate: Cr Tiemens Alternative: Cr Redding
Vickery Coal Mine Community Consultative Committee	Council Delegate: Cr Redding Alternative: Cr Tiemens
Western Slopes Pipeline Community Consultative Committee	Council Delegate: Cr Tiemens Alternative: Cr Dickinson
Whitehaven Coal Sponsorship Committee	Council Delegate: Cr Tiemens Alternative: Cr Dickinson

# Workforce and Accessible Employment

## Workforce Plan

In June 2022 Narrabri Shire Council adopted its Workforce Plan as part of the [2022/2026 Resourcing Strategy](#) for the [2022/2026 Delivery Program](#). The Plan aims to provide Narrabri Shire Council with a high performing workforce who can deliver services and programs efficiently and effectively to the community.

## Equal Employment Opportunity

**Local Government (General) Regulation 2021 reg 217(1)(a9):** *a statement of the activities undertaken by the council during that year to implement its equal employment opportunity management plan*

In line with our Equal Employment Opportunity (EEO) Policy and Management Plan the Human Resources section actively promoted EEO through various activities including, but not limited to:

- Ensuring protocols and procedures align to EEO principles and legislation.
- Communicating EEO information to new employees as part of the orientation process.
- Ensuring our recruitment process promotes Council as an EEO employer.
- Ensuring Council provides all employees with equal access to opportunities for training and development.
- Reinforcing EEO principles through position descriptions, performance appraisals and training.
- Ensuring grievance procedures and policies align to EEO legislation.

## Carer Recognition Act 2010 (Cth)

**Carer Recognition Act 2010 s 8(2):** *each public service care agency is to consult carers, or bodies that represent carers, when developing or evaluating care supports*

Not Applicable to Narrabri Shire Council in 2021/2022.

## Disability Inclusion Act 2014

**Disability Inclusion Act s 13(1):** *A public authority that is a government department or local council must, as soon as practicable after preparing its annual report, give the Minister a copy of the part of the annual report relating to the department's or council's report on the implementation of its disability inclusion action plan*

The [2021/2022 Operational Plan](#) includes actions established by Council's first [Disability Inclusion Action Plan \(DIAP\) 2017-2021](#). In June 2022, Council adopted its second [Disability Inclusion Action Plan \(DIAP\)](#) for 2022/2026, after extensive community engagement and consultation. Actions identified in the DIAP are integrated into the Operational Plan each year and are identified as such under the Principle Activities section of this report.

During 2021/2022 the Access and Inclusion Committee met quarterly and examined how to amend their Terms of Reference to enable the Committee to become more accessible and inclusive. These changes will be implemented in 2022/2023.

As part of a combined event Social Inclusion Week / International Day of People with Disability held in December 2021, the community was invited to listen to inspirational stories from disability advocates who either have a lived experience or are carers for a person with a disability. The morning tea event was attended by about 30 people by a cross section of the community and was well received.

A Council representative continues to attend and participate in the Narrabri Interagency monthly meetings. As there is a variety of service provider participation in the Interagency monthly meetings, Council can maintain working relationships and networks with important community groups and government organisations. Together participants and Council assist with local events and identify gaps for services in the area. One initiative from consulting with members of the disability community was the development of the Disability Interagency which was implemented in collaboration with BEST Employment, who specialise in disability services.

Council continues to attend bi-monthly Narrabri Dementia Friendly Community Steering Committee meetings. During 2021/2022 Council continued to be committed to having all front-line staff complete online Dementia Awareness training to assist when dealing with customers who may be affected. It is intended that the Dementia Friendly training get imbedded into new Council staff Induction training.

Throughout 2021/2022 Council's Human Resources Team worked to encourage and support people with a disability to apply for positions at Council. This Team continues to identify and promote employment and volunteer opportunities for people with disabilities.

In 2021/2022 Council, in consultation with the Access and Inclusion Committee, developed a brochure to assist and educate local businesses on how to be more accessible and inclusive. In 2021/2022 the Access and Inclusion Committee, with assistance from Council, commenced preparation for a wheelchair tour of Narrabri, Wee Waa and Boggabri central business district to raise awareness of barriers and encourage businesses to become more accessible. This tour was held in October 2022 (in the 2022/2023 financial year). Findings from the Tour will be used to update the brochure to further assist and educate businesses.

Council, along with the Access and Inclusion Advisory Committee, will continue to work together in 2022/2023 to implement the actions in the 2022/2026 DIAP.



Figure 5 Accessible Tourism at Sawn Rocks

## Senior Staff Remuneration

Details of Senior Staff in employment in 2021/2022

- General Manager Stewart Todd (01/07/2021-22/03/2022)
- Director Corporate and Community Services Lindsay Mason (01/07/2021-25/03/2022)
- Director Planning, Strategy and People Andrew Brown (01/07/2021 – 30/06/2022)
- Director of Infrastructure Delivery Eloise Chaplain (19/04/2022-30/06/2022)

**Local Government (General) Regulation 2021 reg 217(1)(b):** a statement of the total remuneration comprised in the remuneration package of the general manager during the year that is to include the total of the following—

- (i) the total value of the salary component of the package,
- (ii) the total amount of any bonus payments, performance payments or other payments made to the general manager that do not form part of the salary component of the general manager,
- (iii) the total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the general manager may be a contributor,
- (iv) the total value of any non-cash benefits for which the general manager may elect under the package,
- (v) the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits

General Manager	Amount
Salary Components	\$279,879.37
Additional Payments <sup>6</sup>	\$607,886.93
Superannuation	\$34,636.31
Non-Cash Benefits	\$0
Fringe Benefits	\$17,650.54
<b>Statement of Total Remuneration</b>	<b>\$940,053.15</b>

For the period of 28 March 2022 to 30 June 2022, Council engaged two contractors to act in the role of General Manager (not concurrently), costing \$90,074.26 (excluding GST), whilst the Council undertook recruitment to appoint a permanent General Manager.

<sup>6</sup> Includes Bonuses, Eligible Termination Payments, and unused entitlements.

**Local Government (General) Regulation 2021 reg 217(1)(c):** a statement of the total remuneration comprised in the remuneration packages of all senior staff members (other than the general manager) employed during the year, expressed as the total remuneration of all the senior staff members concerned (not of the individual senior staff members) and including totals of each of the following—

- (i) the total of the values of the salary components of their packages,
- (ii) the total amount of any bonus payments, performance payments or other payments made to them that do not form part of the salary components of their packages,
- (iii) the total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which any of them may be a contributor,
- (iv) the total value of any non-cash benefits for which any of them may elect under the package,
- (v) the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits

<b>Senior Staff (excl. the General Manager)</b>	<b>Amount</b>
Salary Components	\$419,253.56
Additional Payments <sup>7</sup>	\$288,111.85
Superannuation	\$37,801.33
Non-Cash Benefits	\$0
Fringe Benefits	\$36,853.73
<b>Statement of Total Remuneration</b>	<b>\$782,020.47</b>

For the period of 24 March 2022 to 30 June 2022, Council engaged one contractor to act in a senior staff position, costing \$61,600.00 (excluding GST), whilst the Council undertook recruitment to appoint permanent member of senior staff. This person was not engaged through a senior staff contract.

For the period of 1 July 2021 to 18 April 2022, an employee of Council was acting in a senior staff position, costing \$133,609.14 whilst the Council undertook recruitment to appoint permanent member of senior staff. This person was not employed under a senior staff contract.

## **Annual Reporting of Labour Statistics**

**Local Government (General) Regulation 2021 reg 217(1)(d):** a statement of the total number of persons who performed paid work for the council on the relevant day, including, in separate statements, the total number of the following—

- (i) persons employed by the council on a permanent full-time, permanent part-time or casual basis or under a fixed-term contract,
- (ii) persons employed by the council as senior staff members,
- (iii) persons engaged by the council, under a contract or other arrangement with the person's employer, wholly or principally for the labour of the person,
- (iv) persons supplied to the council, under a contract or other arrangement with the person's employer, as an apprentice or trainee,

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<sup>7</sup> Includes Bonuses, Eligible Termination Payments, and unused entitlements.

The total number of persons who performed paid work for them on a “relevant day” to be fixed by the Secretary of the Department of Planning, Industry and Environment (Secretary DPIE) each year (the “relevant day” being Wednesday 25 May 2022):

<b>Persons directly employed by Council on Wednesday 25 May 2022</b>	<b>Amount</b>
Permanent Full-Time (excluding 20 who were on leave)	130
Permanent Part-Time (excluding 2 who were on leave)	6
Casual	9
Fixed-Term Contract	2
<b>Total</b>	<b>153</b>

On Wednesday 25 May 2022:

- Two (2) persons were employed by the council as senior staff, being:
  - Director Infrastructure Delivery; and
  - Director Corporate and Community Services.
- Two (2) persons were engaged by council, under a contract or other arrangement with the person’s employer, wholly or principally for the labour of the person.
- Zero (0) persons were supplied to the council, under a contract or other arrangement with the person’s employer, as an apprentice or trainee.

<b>Persons directly employed by Council as at 30 June 2022</b>	<b>Amount</b>
Permanent Full-Time	150
Permanent Part-Time	11
Casual	49
Fixed-Term Contract	10
<b>Total</b>	<b>220</b>

In 2021/2022 :

- Two (2) persons were employed by the council as senior staff, being:
  - Director Infrastructure Delivery; and
  - Director Corporate and Community Services.
- Two (2) persons were engaged by council, under a contract or other arrangement with the person’s employer, wholly or principally for the labour of the person.
- Zero (0) persons were supplied to the council, under a contract or other arrangement with the person’s employer, as an apprentice or trainee.

## Companion Animals

**Local Government (General) Regulation 2021 reg 217(1)(f):** a detailed statement, prepared in accordance with such guidelines as may be issued by the Director-General from time to time, of the council's activities during the year in relation to enforcing, and ensuring compliance with, the provisions of the Companion Animals Act 1998 and the regulations under that Act

**Guidelines on the Exercise of Functions under the Companion Animals Act cl 16:** This statement must include information about:

- (a) lodgement of pound data collection returns with the Office
- (b) lodgement of data about dog attacks with the Office
- (c) the amount of funding spent on companion animal management and activities
- (d) companion animal community education programs carried out and strategies the council has in place to promote and assist the desexing of dogs and cats
- (e) council's strategies for complying with the requirement under section 64 of the Act to seek alternatives to euthanasia for unclaimed animals
- (f) off leash areas provided in the council area.

If there are no dog attacks known to council in the year, you must indicate a nil return in the annual statement

Section 85(1A) of the Act requires councils to use all money paid from the Fund for managing and controlling companion animals in their area. Detailed information about how this money has been used should be included in the annual report.

In 2021/2022, Council had 3 permanent Regulatory Compliance staff employed, to aid the community in a number of compliance areas including companion animal matters.

Regulatory Compliance Data for 2021/2022 <sup>8</sup>	
Total Companion Animals Impounded	427
- Dogs Impounded	210
- Cats Impounded	217
% of Impounded Companion Animals Rehomed <sup>9</sup>	47.5%
% of Impounded Companion Animals Returned to their Owners	14.75%
% of Impounded Animals Euthanised <sup>10</sup>	14.3%
Total Number of Companion Animals Registered through Council	204
Dog Attack Reports Received	29

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<sup>8</sup> All were reported to the NSW Office of Local Government

<sup>9</sup> Companion Animals are rehomed through rescue organisations, such as the Moree Branch of the Animal Welfare League and Dogs 4 Jobs.

<sup>10</sup> Includes both feral and companion animals.



<b>Funding Spent on Companion Animal Activities</b>	<b>Amount (\$)</b>
Salaries	\$199,981.67
Contractors Expenses (including vet fees)	\$16,515.73
Operational Expenditure (consumables)	\$903.64
<b>TOTAL</b>	<b>\$217,401.04</b>

<b>Income Generated from Companion Animal Activities</b>	<b>Amount (\$)</b>
Impounding Fees	\$790.00
Sundry Income (including Penalty Infringement Notices)	\$3,860.00
<b>TOTAL</b>	<b>\$4,650.00</b>



*Figure 7 One of Narrabri Shire's Regulatory Compliance Officers with Ralph, who was surrendered to Council and has since been rehomed to his new forever family*

## Leash Free Areas

Leash free areas have been established in the township of Narrabri and Boggabri for the safety of residents and the enjoyment of pet owners.

The leash free areas in Narrabri are as follows:

*Narrabri West (Area 1): The area between Ugoa Street and Belar Street/Cooma Road Corner, bounded by Cooma Oval and the Narrabri Showgrounds.*



*Narrabri East (Area 2): The area between Maitland Street and the Narrabri Creek bank between Violet Street and the railway viaduct.*

The leash free areas in Boggabri are as follows:

*Wee Waa East (Area 1): Encompasses Jubilee Oval, Junior League Field and the Cricket Oval. This area is not to be utilised when sporting events are in progress.*

*Wee Waa West (Area 2): David Grover Park.*

*Wee Waa North (Area 3): Laidlaw Street between Boston Street and Finches Lane.*



In all other areas of the Shire, dogs are to be kept on leads when in a public place.

There are certain areas where dogs are always prohibited, these include:

- Schools;
- Children's play areas;
- Public swimming pools;
- Areas where food is served or prepared; and
- Where indicated by signage that dogs are prohibited.

## Public Interest Disclosures

**Public Interests Disclosure Act 1994 s 31(1):** Each public authority must, within 4 months after the end of each reporting year, prepare an annual report on the public authority's obligations under this Act for submission to the Minister responsible for the public authority. A copy of the report is to be provided to the Ombudsman

The *Public Interest Disclosure Act 1994* (PID Act), formerly the *Protected Disclosure Act 1994*, establishes a safe and protected system to encourage public officials to report serious wrongdoing. Pursuant to the PID Act and *Public Interest Disclosure Regulation 2011*, Council is required to report Public Interest Disclosures (PIDs) to the NSW Ombudsman on a six (6) monthly basis and to ensure that a policy and system of reporting is developed with employees, Councillors and stakeholders educated in relation to the PID Act.

The public interest disclosures system relates to the disclosure of:

- Corrupt conduct;
- Serious maladministration;
- Serious and substantial waste;
- Failure to comply with the system through which people can access government information; and
- A breach of the local government pecuniary interest requirements.

For more information on the PID Act, visit the NSW Ombudsman's website: <http://www.ombo.nsw.gov.au/what-we-do/our-work/public-interest-disclosures>.

Narrabri Shire Council has fully complied with these requirements and has fully reviewed and updated the relevant policies, procedures, and information systems. The Director of Corporate and Community Services reports to ICAC every six (6) months regarding Council's compliance with the relevant legislation and PID reports. Council has also provided and completed ICAC training for Managers and relevant Officers in corruption prevention and procurement. Narrabri Shire Council adopted and implemented an Internal Reporting – Public Interest Disclosure Policy and Procedure in 17 December 2013.

There has been 0 PIDs reported to Council in 2021/2022.

## Public Access to Government Information (GIPA Act)

**Government Information (Public Access) Act 2009 s 125(1):** *Each agency (other than a Minister) must, within 4 months after the end of each reporting year, prepare an annual report on the agency's obligations under this Act for submission to the Minister responsible for the agency. A copy of the report is to be provided to the Information Commissioner after the report has been tabled in each House of Parliament.*

**Government Information (Public Access) Regulation 2018 reg 8:** *The annual report of an agency (other than a Minister) required to be prepared under section 125 of the Act must include the following—*

- (a) details of the review carried out by the agency under section 7 (3) of the Act during the reporting year and the details of any information made publicly available by the agency as a result of the review,*
- (b) the total number of access applications received by the agency during the reporting year (including withdrawn applications but not including invalid applications),*
- (c) the total number of access applications received by the agency during the reporting year that the agency refused, either wholly or partly, because the application was for the disclosure of information referred to in Schedule 1 to the Act (Information for which there is conclusive presumption of overriding public interest against disclosure),*
- (d) information, as set out in the form required by the tables in Schedule 2, relating to the access applications (if any) made to the agency during the reporting year*

The *Government Information (Public Access) Act 2009* (GIPA Act) replaced the *Freedom of Information Act 1989* on 1 July 2010. The GIPA Act provides individuals the right to: obtain access to information held as records by State Government Agencies, a Government Minister, local government, and other public bodies; request amendments to records of a personal nature that are inaccurate; and appeal against a decision not to grant access to information or to amend personal records. The GIPA Act provides four (4) ways for government information to be released:

**1. Open access information:** We publish certain categories of information on our website as a matter of course; this is known as Open Access Information. If not published, the information is still accessible either for free or for the lowest cost possible. Open Access Information includes details of contracts, policies, and development applications, as well as many other categories of information.

**2. Proactive release:** We release as much other information as possible to the public free of charge and publish as much as possible on our website.

**3. Informal release of information:** Members of the public may contact us and ask for information. This is known as an informal request.

**4. Formal access application for release of information:** If information cannot be accessed through any of the above ways, members of the public may submit a formal access application. This report provides an account of our work for the period 1 July 2021 to 30 June 2022. During this time the focus of our activities was to meet the requirements of the GIPA Act and to establish simple processes for dealing with the informal release of information and with access applications.

The following documents relevant to the GIPA Act have been published on our website:

- Formal Access to Information Application form
- Disclosure Log.

In 2021/2022, Council received 21 formal access applications during the reporting year (including withdrawn applications but not invalid applications). In 2021/2022, Council refused a total of 0 access applications either wholly or in part because the information requested was information referred to in [Schedule 1 to the GIPA Act](#).

### Applications Received

Type of Application	
Formal Applications	21
Informal Applications	80
<b>Total</b>	<b>101</b>

### Applications Refused

Type of Refusal	
Partly <sup>11</sup>	26
Wholly	6
<b>Total</b>	<b>32</b>

### Number of Applications by Type of Applicant and Outcome<sup>12</sup>

Applicant	Outcome								Total
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/ deny whether information is held	Application withdrawn	
Media	0	0	0	0	0	0	0	1	<b>1</b>
Members of Parliament	3	0	0	1	0	0	0	0	<b>4</b>
Private Sector Business	4	5	0	2	0	1	0	0	<b>12</b>
Not for Profit Organisations or Community Groups	0	0	0	0	0	0	0	0	<b>0</b>
Members of The Public (Application by Legal Representative)	0	26	0	7	0	5	0	2	<b>40</b>
Members of The Public (Other)	11	18	0	7	0	6	0	2	<b>44</b>
<b>Total</b>	<b>18</b>	<b>49</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>5</b>	<b>101</b>

<sup>11</sup> Any application that was a part refusal was one that was "released in part" with redactions of any information where a public interest against disclosure on the balance overrode a public interest for disclosure. Of the 26 part refusals, 23 only redacted personal information where consent for release was not provided.

<sup>12</sup> More than one decision can be made in respect of a particular access application.

## Number of Applications by Type of Application and Outcome<sup>13</sup>

Applicant	Outcome								Total
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/ deny whether information is held	Application withdrawn	
Personal information applications <sup>14</sup>	1	0	0	0	0	0	0	0	1
Access applications (other than personal information applications)	17	46	0	17	0	12	0	4	96
Access applications that are partly personal information applications and partly other	0	3	0	0	0	0	0	1	4
<b>Total</b>	<b>18</b>	<b>49</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>5</b>	<b>101</b>

## Invalid Applications

Reason for Invalidity	Number of Applications
Application does not comply with formal requirements (section 41 of the GIPA Act)	0
Application contravenes restraint order (section 110 of the GIPA Act)	0
Application is for excluded information of the agency (section 43 of the GIPA Act)	0
Invalid applications that subsequently became valid applications	0
<b>Total number of invalid applications received</b>	<b>0</b>

<sup>13</sup> More than one decision can be made in respect of a particular access application.

<sup>14</sup> A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 of the GIPA Act) about the applicant (the applicant being an individual).

## Conclusive Presumption of Overriding Public Interest Against Disclosure<sup>15</sup>

Matters listed in Schedule 1 of the GIPA Act

Number of Times Consideration Used	Number of Applications
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0
Contempt	0
Legal professional privilege	0
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0
<b>Total number of times consideration was used</b>	<b>0</b>

## Other Public Interest Considerations Against Disclosure

Matters listed in Section 14 of the GIPA Act<sup>16</sup>

Number of Occasions When Application Not Successful	Number of Applications
Responsible and effective government	4
Law enforcement and security	0
Individual rights, judicial processes, and natural justice	60
Business interests of agencies and other persons	0
Environment, culture, economy, and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0
<b>Total number of occasions when application not successful</b>	<b>64</b>

<sup>15</sup> More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application).

<sup>16</sup> Of the 64 that had public interest considerations against disclosure that outweighed public interest considerations for disclosure pursuant to GIPA Act s 14, all were released in part.



## Timeliness

Timeliness of Applications	Number of Applications
Decided within the statutory timeframe (20 days plus any extensions)	19
Decided within 20–35 days (by agreement with applicant)	1
Decided after 35 days (by agreement with applicant)	1
Not decided within time but access ultimately provided	0
Not decided within time (deemed refusal)	0
<b>Total</b>	<b>21</b>

## Number of Applications Reviewed Under Part 5 of the GIPA Act

Type of Review and Outcome	Decision Varied	Decision Upheld	Total
Internal review	0	0	0
Review by the Information Commissioner <sup>17</sup>	0	0	0
Internal review following recommendation under GIPA Act s 93	0	0	0
Review by the NSW Administrative Decisions Tribunal (ADT)	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Applications for Review Under Part 5 of the GIPA Act

Type of Application	Number of Applications
Applications by access applicants	0
Applications by persons to whom information the subject of access application relates (see GIPA Act s 54)	0
<b>Total</b>	<b>0</b>

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<sup>17</sup> The Information Commissioner does not have the authority to vary decisions but can make recommendations to the original decisionmaker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

## Planning and Environment

### Statement of Environment Upgrade Agreements

**Local Government Act 1993 s 54P(1):** A council must include particulars of any environmental upgrade agreement entered into by the council in its annual report, in accordance with any requirements imposed under section 406

Council had no environmental upgrade agreements in place in 2021/2022.

### Voluntary Planning Agreements (VPA)

**Environmental Planning and Assessment Act 1979 s 7.5(5):** A planning authority that has entered into one or more planning agreements must, while any such planning agreements remain in force, include in its annual report particulars of compliance with and the effect of the planning agreements during the year to which the report relates.

In 2021/2022 Council had five (5) Planning Agreements in place, detailed on the following page.:



Figure 8 Narrabri Shire Council hosted the Mayoral Housing Summit in September 2021. The event was held as an opportunity to consult with local real estate industry professionals to discuss and obtain meaningful feedback on topics such as current and future housing needs, future development opportunities and upcoming major projects across the Shire.

VPA	Start Date	Purpose	Amount	Balance at 30/06/2021	Balance at 30/06/2022 (est)	Comments					
Narrabri Coal	2010/2011	Narrabri Community Infrastructure		\$0	\$0	Funded Narrabri CBD CCTV upgrade					
Boggabri Coal (interim contributions pre-VPA)	25/01/2012	Community Infrastructure	\$900,000 (\$150,000 every 3 months until formal VPA enacted)	\$0	\$0	\$1,000,000 committed to funding Narrabri CBD upgrade.					
Boggabri Coal	01/03/2013	Upgrade Boggabri Caravan Park and Swimming Pool	\$1,600,000	\$112,106	\$25,548	Committed to Boggabri Pool upgrades in 2020/21.					
		Replace bridge over Namoi River and associated works on Harparary Rd	\$4,300,000	\$2,790,295	\$2,679,511	Replacement of Harparary Bridge completed. Additional grant funding complimented the project. Preliminary established for Brown's Lane intersection and sealed.					
		Boggabri HACC	\$200,000	\$0	\$0	Funds paid directly to Boggabri HACC in June 2013.					
		Contribution to Narrabri Aquatic Centre	\$2,500,000	\$0	\$0	Loan repayment (Aquatic Centre – 2018/2019).					
		Environmental Fund	\$100,000	\$0	\$0	To be used as directed by the Community Consultative Committee.					
Whitehaven Coal (Maules Creek)	02/05/2014	Upgrade Infrastructure & Roads including Therribri Road & Tarriaro Bridge	\$6,000,000	\$1,688,708	\$930,919	\$647,218 used to partly fund Tarriaro Bridge replacement.					
						\$2,479,622 previously spent on Therribri Road.					
						\$1,633,987 used to assist funding the Baan Baa Water Scheme.					
						\$652,000 committed to upgrading Wavehill Road.					
		Upgrade Narrabri Airport	\$5,000,000	\$0	\$0	\$0	Fully spent at Airport				
							Boggabri Town & Surrounds	\$800,000	\$728,280	\$667,267	\$73,366 used to purchase the Boggabri Bowling Club.
											\$16,963 used to fund the Boggabri Childcare Study.
					\$19,256 used to fund 50% of the Vickery Park Shade Shelter.						
					\$12,520 used to install additional Middle Park picnic table and shelter.						

VPA	Start Date	Purpose	Amount	Balance at 30/06/2021	Balance at 30/06/2022 (est)	Comments
						\$322,000 committed to fund the Boggabri Showground Pavilion.
						\$60,000 committed to fund the Boggabri Tractor Shed.
						\$120,000 committed to fund the Boggabri CBD and Business Activation Project.
						\$274,800 committed to the purchase of a new Doctor's residence.
		Maules Creek Community	\$275,000	\$98,022	\$83,512	\$8,009 used to fund the Maules Creek War Memorial.
						\$4,967 used to fund the Maules Creek Hall Upgrade.
						List of community priorities established (Resolution 031/2018).
		Narrabri Shire CBD Upgrade	\$1,250,000	\$167,391	\$168,084	\$760,518 spent on Narrabri's CBD.
						\$367,805 spent on Wee Waa's CBD.
				\$263,694 spent on Boggabri's CBD.		
Environmental Fund	\$100,000	\$0	\$0	To be used as directed by the Community Consultative Committee.		
Royalties				\$0.075 per Sold Tonne		
Whitehaven Coal (Tarrawonga Expansion)	15/12/2016	Construction and seal roads around Tarrawonga Mine.	\$1,400,000	\$1,504,079	\$1,511,599	Construct and seal roads around Tarrawonga Mine with emphasis on Manilla Road.
		Environmental Fund	\$100,000	\$0	\$0	To be used as directed by the Community Consultative Committee.
		Royalties				\$0.075 per Sold Tonne
Johnstone Concrete & Landscape Supplies Pty Ltd	11/011/2014	Wave Hill Road Maintenance Plan	\$1.12/tonne of Product for the upgrade of Part of Wave Hill Road. \$0.20/tonne of product for the ongoing maintenance of Wave Hill Road			Offset Council cost in constructing and sealing initial stage of Wavehill Road.

NB. Interest accrues on unspent balance each year.

## Swimming Pool Compliance

**Swimming Pools Act 1992 s 22F(2):** A local authority that is a council must include in its annual report under section 428 of the Local Government Act 1993 such information (if any) in relation to inspections under this Division as is prescribed by the regulations

**Swimming Pools Regulation 2018 reg 23:** For the purposes of section 22F (2) of the Act, a local authority that is a council must include in its annual report under section 428 of the Local Government Act 1993 the number of inspections that it carried out under Division 5 of Part 2 of the Act that—

- (a) were of tourist and visitor accommodation, or
- (b) were of premises on which there were more than 2 dwellings, or
- (c) resulted in the council issuing the following—
  - (i) a certificate of compliance under section 22D of the Act,
  - (ii) a certificate of non-compliance under clause 21 of this Regulation.

Type of Inspection Conduction	Number of Inspections
Inspections of swimming pools located at tourist and visitor accommodation facilities	9
Inspections of premises with more than two (2) dwellings	0
Inspections resulted in the issuance of a Certificate of Compliance under Section 22D of the <i>Swimming Pools Act 1992</i> (NSW)	25
Inspections resulted in the issuance of a Certificate of Non-Compliance under Regulation 21 of the <i>Swimming Pools Regulation 2018</i> (NSW)	14
<b>Total</b>	<b>48</b>



Figure 9 Narrabri Shire Council's Wee Waa Pool Team Leader at the Wee Waa Memorial Pool

## Condition of Public Works

This Public Works Report includes a statement of the current condition of the asset, an estimate of the amount of money required to bring the asset up to a satisfactory standard, an estimate of the annual expense of maintaining the asset at that standard and Council's program of maintenance for 2021/2022. For more information please see Council's [Asset Management Policy](#).

Please refer to Special Schedule 7 of the Annual Financial Statements for the full condition report.

### Open Spaces

Council Owned and Maintained Public Buildings and Facilities	Number
Ovals	14
Area Maintained for Sporting Facilities	14.5 Ha
Area Maintained for Recreation Parks	38.06 Ha
Area Maintained for Stormwater and Drainage	221 Ha

### Public Buildings

Council owns and operates a large number of buildings for its own operations and associated uses and are maintained at a level to support and maintain these uses.

Council Owned and Maintained Public Buildings and Facilities	Number
Offices and Depots <sup>18</sup>	5
Swimming Pools and Associated Facilities	3
Playgrounds	12
Skate Parks	3
Sporting Amenity Blocks	5
Entertainment Facilities <sup>19</sup>	1
Libraries	3
Community Halls	1
Public Toilets	11
<b>Total</b>	<b>44</b>

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<sup>18</sup> Includes the Visitor Information Centre, located at Tibbereena Street, Narrabri.

<sup>19</sup> Includes The Crossing Theatre, located at Tibbereena Street, Narrabri.

## Transportation Assets

Council maintains a large portion of the Shire's transport network to ensure residents can travel across and through the Shire in a safe and timely manner. However, Council is not responsible for the maintenance of the Newell Highway and the Kamilaroi Highway, these are maintained by Transport for NSW.

Council Managed Road Assets	
Road Assets	Kilometres
Regional Roads	169
Collector Roads	430
Local Access Roads	1,565
Narrabri Streets	93
Wee Waa Streets	31
Boggabri Streets	35
Village Streets	21
<b>Total Road Network</b>	<b>2,343</b>
Total Regional and Local	Kilometres
Sealed	659
Concrete	3
Gravel	1,409
Natural Surface	271
<b>Total Road Network</b>	<b>2,343</b>

Pathway	Metres
Bellata	807
Boggabri	3,289
Narrabri	17,003
Wee Waa	6,774
<b>Total</b>	<b>27,873</b>

Kerb and Gutter	Metres
Bellata	1,400.80
Boggabri	15,860.63
Gwabegar	148.13
Narrabri	82,034.06
Pilliga	336.09
Wee Waa	28,160.59
<b>Total</b>	<b>127.940</b>

<b>Bridges</b>	<b>Quantity</b>
Concrete	23
Culvert Box	22
Culvert Pipe	10
Culvert	2
Timber	1
Timber Steel Bridge	2
<b>Total</b>	<b>60</b>

### Stormwater Drainage

Council maintains stormwater drainage in the Shire to prevent localised flooding and damage and discharge stormwater in a sustainable manner.

<b>Council Managed Drainage Assets</b>	<b>Quantity</b>
Pipe	561
Culvert	357
Drainage	190
Pit Drain	554
Concrete Drain	3
Stormwater Channel	1
<b>Total Drainage Network</b>	<b>1,666</b>



## Water and Sewer Services

Council is responsible for providing potable water to connected residential areas of Narrabri, Wee Waa, Pilliga, Boggabri, Baan Baa, Gwabegar and Bellata. Council is not responsible for the maintenance of the on-river weirs on the Namoi River, nor is it responsible for the maintenance of weirs or storage systems on any other riparian system.

Summary of Water Assets		
Total number of water connections		<b>4,729</b>
Water Mains		7
- Towns		4
- Villages		3
Sub-Artesian Drinking Quality Bores		3
Non-Potable Bores (used to maintain Parks and Open Spaces)		1
Reservoirs		11
Water Towers		3
River Intakes (used to maintain Sports Fields)		1
Council Managed Water Mains (Pressure Pipes)	Quantity	Length (meters)
Bellata	40	5,292
Boggabri	131	34,456
Gwabegar	43	3,481
Narrabri	1,322	76,127
Pilliga	34	4,947
Wee Waa	272	28,275
<b>Total Water Supply Network</b>	<b>1,842</b>	<b>152,578</b>

Summary of Sewer Assets		
Total number of sewer connections		<b>4,070</b>
Council Managed Sewer Mains (Sewer Lines)	Quantity	Length (meters)
Bellata	0	0
Boggabri	133	11,353
Gwabegar	0	0
Narrabri	1,064	87,704
Pilliga	0	0
Wee Waa	381	22,145
<b>Total Sewerage Network</b>	<b>1,578</b>	<b>121,202</b>

Figure 10 Wee Waa Sewerage Treatment Plant (STP) - Site Inspection



## Bush Fire Hazard Reduction Report

Bush fire hazard reduction within Narrabri Shire is carried out in conjunction with the NSW Rural Fire Service. In 2021/2022, the following activities occurred in relation to bush fire hazard reduction:

Hazard Reduction Activities	
Fire permits were issued to local landholders in the Shire	91
Hazard reduction burns were conducted by brigades throughout the Shire	7
Area of private property, Council and Crown Land hazard reduced through controlled burns	45 Ha
Funding obtained from the RFS to enhance Council's slashing program to allow strategic slashing in fire prone areas across the Shire	\$10,710
Community Education Events conducted by the RFS (including Shows, Presentations, Parades and other like events)	8
Incidents responded to by Brigades in the Shire	175
Incidents requiring multi agency and external assistance through a Section 44 Emergency Declaration	0
Incidents in other Local Government Areas responded to by Narrabri Shire Brigades	2 – North Coast Floods



# Principal *activities*



**NARRABRI SHIRE**  
DISCOVER THE POTENTIAL

# Directorate: Strategic Management

## Emergency Support

Action(s)	Progress	Target	%	Status	
2.2.1.3	Ensure Narrabri Shire has identified and adequately resources Disaster Recovery site(s).	Discussion at most recent LEMC Meeting, Council has nominated Disaster Recovery sites. Improvements being considered include obtaining a generator for the crossing theatre (planning complete, waiting on grant funding) and the North West Local Land Services are investigating short term options for livestock. Property Service team working in conjunction with Fleet to investigate Generator for The Crossing Theatre, being the emergency evacuation centre.	30/06/2022	100%	Achieved

## Strategic Management and Governance

Action(s)	Progress	Target	%	Status	
4.4.2.20	Review all of Council's policies post Local Government Elections in September 2021.	Commenced in February 2022 due to delay in Local Government elections to 04/12/2021. Plan developed and review on track for 2021/2022. Reviews to occur by Directorate in Quarter 1 2023.	30/06/2022	100%	Achieved
4.4.2.22	Review all of Council's committees post Local Government Elections in September 2021.	Council Election was delayed to 04/12/2021. Committees to be reviewed by newly elected Council in accordance with agreed schedule. Some Committees have had Terms of Reference reviewed. Others planned to occur in Quarter 1 2023. Council considering reinstating Council Committees in first half 2022/2023.	30/06/2022	50%	Not Achieved

# Directorate: Planning, Strategy and People

## Development Services

Action(s)	Progress	Target	%	Status	
1.3.4.24	Investigate a premiere precinct for gun clubs within the Shire.	Project not commenced due to competing operational priorities and associated resourcing limitations.	30/06/2022	100%	Achieved
2.1.4.8	Support animal owners through educational materials to maintain animal behaviour that is consistent with the expectations of the community.	The Companion Animal Officer and the Coordinator held a second free microchipping day in April 2022. Ten animals were microchipped, and educational material was distributed. The Council officers also had an opportunity to discuss responsible pet ownership with attendees. Regular microchipping days have been scheduled in line with available budgetary allocations.	30/06/2022	100%	Achieved
2.1.4.9	Seek funding to support microchipping, desexing and responsible companion animal program campaigns.	The \$10,000 grant funding secured to run a program for desexing, microchipping and vaccination of cats of low-income earners as part of an ongoing companion animal campaign has now been utilised. The program will continue to be delivered throughout the year until the available funding is exhausted.	30/06/2022	100%	Achieved
2.2.3.1	Review extractive industries environmental compliance reports and plans annually and report to Council.	The Strategic Planning Team have reviewed conditions of approval for various Mining Extension Projects and various environmental management plans for audit purposes for both Whitehaven and Idemitsu. Council staff member also now attending all mine CCC meetings.	30/06/2022	100%	Achieved
2.2.3.2	Audit at least four (4) former industrial development approvals issued by Council for continued compliance.	Investigations are routinely conducted in response to community complaints and concerns in respect of industrial premises involving breaches of the Environmental Planning and Assessment Act 1979 and the Protection of the Environment Operations Act 1997. Typically, these complaints involve developments being conducted not in accordance with the conditions of development consent leading to issues, including, but not limited to, works outside of authorised hours, generation of pollution such as noise, dust and stormwater contamination, and lack of compliance with prevailing fire safety regulations, works without a valid construction certificate have also recently been identified and regulatory action taken.	30/06/2022	100%	Achieved
2.2.3.3	Request state regulatory authorities present annually to Council.	Regulatory authorities and government agencies are routinely invited to participate in Councillor briefing sessions as opportunities arise.	30/06/2022	100%	Achieved
2.2.4.2	Provide training to Council managers to improve understanding of applying the	Strategic Planning Team are progressively developing a range of in-house resources to assist Managers in improving their understanding of ecologically sustainable development (ESD). Managers from across the organisation have been recently afforded the opportunity to be involved in the development of a State of the	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status	
	principles of ecologically sustainable development (ESD).	Environment (SoE) Report for Council which was finalised in Quarter 2 2022. External scanning is also routinely conducted by the Strategic Planning Team and items of interest and relevance are progressively circulated to key internal stakeholders in the interest of continual improvement.			
2.4.1.1	Lobby for installation of an independent regional dust monitoring systems that are monitored by regulators at the proponents' cost, with a specific site being located in or in close proximity to Boggabri.	Through the Namoi Region Air Quality Monitoring Project (NRAQMP), the NSW Environment Protection Authority (EPA) endeavours to provide access to baseline ambient air quality data from privately-owned monitoring stations in the Namoi Region. Ambient concentrations of particulate matter (PM) are continuously measured at four monitoring stations including Wil-gai and Maules Creek which are in proximity to the township of Boggabri. According to the latest available air quality report 'Air Quality Monitoring in the Namoi/North West Slopes Region for Spring 2021' (dated 31 March 2022), Spring air quality in 2021 in the Namoi/North West Slopes region was generally good meeting national benchmarks on 100% of days. The region reported the lowest levels of particles in spring since reporting began in 2018. Fair air quality was reported on one day only at the Narrabri monitoring station. Across NSW, Spring 2021 was identified as the wettest since 2010 and the coolest since 2016.	30/06/2022	100%	Achieved
2.4.2.1	All submissions on extractive industry state significant developments will request no final void and mine plans as a condition of consent to minimise active mining footprints.	The Strategic Planning Team are routinely incorporating in submissions to the NSW Department of Planning and Environment (DPE) in relation to major mining projects a request that no final void exists, and mine plans are prepared as recommended conditions of consent, in accordance with Council's adopted Policy position.	30/06/2022	100%	Achieved
2.4.4.2	Participate in public exhibition processes for major state significant developments to protect the community interests.	The Strategic Planning team routinely participate in public exhibition processes for State Significant Developments (SSD) through the provision of coordinated technical advice and associated community advocacy in relation to a range of SSD development matters to the NSW Department of Planning and Environment (DPE) and other Government Agencies. Recent examples include the Wee Waa High School, Silverleaf Solar Farm and Coal Mining project approvals and modifications.	30/06/2022	100%	Achieved
2.4.4.3	Lobby the NSW Government for monitoring actions to be performed by the regulators at the proponents' cost.	Council will continue to lobby government for more robust and transparent monitoring by regulators as part of regulatory reform advocacy and recommended conditions of development consent in respect of major project approvals.	30/06/2022	100%	Achieved
3.4.1.1	Maintain watching brief on developed land supplies in Boggabri, Wee Waa and Narrabri.	Data analysis completed. Collated information used for ongoing Special Activation Precinct (SAP) project investigations including preparation of the Department of Planning and Environment (DPE) SAP Housing Baseline Report. Collected data will be utilised to inform the proposed Housing Delivery Plan(s) which are currently being	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status	
	developed by the Department of Regional NSW for the Narrabri, Moree Plains and Gwydir Shire Council areas.				
3.4.3.1	Review LEP and DCP requirements to meet housing strategy and new Council land use policy.	Local Environmental Plan (LEP) and Development Control Plan (DCP) requirements are being routinely reviewed and deficiencies and improvement opportunities identified. A revised, consolidated DCP is also currently under preparation. A cross-organisational, multi-disciplinary project team has been formulated to assist in guiding the project. The DCP is currently at final draft stage and pending formal external engagement processes.	30/06/2022	85%	Not Achieved
3.4.3.4	Develop Housing Strategy for Narrabri Shire.	A Housing and Land Availability Report has been prepared across all the Narrabri Shire settlements) which is informing current data analysis for the development of an overarching local housing strategy and current Special Activation Precinct (SAP) investigations. The Department of Regional NSW has recently engaged a specialist consulting firm HillPDA to prepare a Housing Delivery Plan(s) for the Narrabri, Moree Plains and Gwydir Shire Council areas. The Narrabri Shire Council Housing Strategy Project is currently on hold to ensure alignment with these important strategic activities and investigations and with the view of avoiding duplication of efforts.	30/06/2022	60%	Not Achieved
3.4.4.1	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.	Within the reporting period there have been no emergency stop work orders issued, demolition orders or derelict building inspections completed. Inspections are, however, routinely conducted in response to community complaints and concerns.	30/06/2022	100%	Achieved

## Economic Development

Action(s)	Progress	Target	%	Status	
1.1.3.4	Report biennially to Council on current child and aged care supply and demand statistics.	Council made contact with all childcare/preschool organisations within the Shire which indicates a waitlist of 75% across the centres (excluding Family Day Care). This represents a significant increase. Council has recently engaged a consultancy firm to undertake a childcare needs analysis within the Shire and to explore how to best address these needs within the community. Council is in routine contact with the aged care industry and progressively engages with individual aged care providers. A developer is proposing to build a new childcare facility in Narrabri with the capacity to supply up to 48 places.	30/06/2022	100%	Achieved
1.1.3.5	Lobby relevant stakeholders to increase child and aged care supply.	Council negotiated with Idemitsu Boggabri to develop a childcare facility in Boggabri. The result being that a facility was opened in mid-2021 with a 32 approved place capacity. Council has also worked collaboratively with another investor in the childcare industry, and subsequently a 48 capacity child facility is proposed within Narrabri. Corresponding Development Application and Construction Certificate have been approved.	30/06/2022	100%	Achieved
1.1.4.3	Partner with the business community, state and federal government to provide opportunities and actively support youth of Narrabri Shire to initiate micro and small businesses, as legitimate alternatives to securing traditional employment.	Council continues to partner with the business community, and State and Federal Governments to actively support microbusiness and entrepreneurship opportunities for the Shire's youth. Council has been awarded a grant that provide opportunities for Narrabri Shire youth to build capacity and initiate micro and small business. Council is currently undertaking a participant expression of interest to provide free social media eLearning courses. Courses will provide skills that enable youth an opportunity to explore social media management as an alternative to traditional employment. Council has conducted preliminary discussions with local business groups, employment agencies, Department of Education, and local education groups to support a trade and career expo in Narrabri in late 2022.	30/06/2022	100%	Achieved
1.1.4.4	Undertake a training/skills gap analysis to identify shortfall in training opportunities and lobby for access to identified gaps and increased training within Narrabri Shire.	The current Special Activation Precinct (SAP) consultants, as engaged by the NSW Department of Planning and Environment (DPE), as part of SAP investigation processes are exploring potential training and skills needs, including within a 'Market Sounding' exercise. The SAP team are continuing to engage with Council throughout this process.	30/06/2022	100%	Achieved
1.1.4.9	Council to undertake discussions with Cotton Seed Distributors, Sydney University, Narrabri Shire schools and educational facilities	Initial contact was made with the Chair of Country Universities Centre North West. Follow up correspondence was written and forwarded to the Country Universities Centre to enquire about a future potential collaboration between Council and the	30/06/2022	100%	Achieved



Action(s)	Progress	Target	%	Status	
	(and other interested parties) about jointly establishing a learning and development centre.				
3.1.3.10	Council to actively encourage community use of the core Narrabri CBD area by facilitating community events and activities in the core Narrabri CBD area. <b>Source: Narrabri CBD Masterplan Report 2014</b>	Council received funding from the NSW government summer fund for Narra-BRIGHT CBD activation event, which was held 18/03/2022. Council facilitated suspension of the Alcohol-Free Zone for the event which allowed 2 local premises to conduct alfresco dining adding to the overall vibrancy of the night. Other attractions on the night included, 4 local musicians, chalk art workshop, installation and roving performers that provided entertainment for approximately 750 visitors to the CBD evening event. Council installed additional temporary coloured LED lighting on participating CBD businesses. Working with and providing local venues with information relating to State Government conditions to streamline outdoor dining processes and Council's development control requirements.	30/06/2022	100%	Achieved
3.2.1.3	Actively promote the opportunities of the Northern NSW Inland Port (N2IP).	In parallel with the establishment of infrastructure at the Northern NSW Inland Port (N2IP) site, there is ongoing promotion to business, industry and government departments about the upcoming opportunities that will present themselves at the N2IP development. The N2IP project has its own website and printed brochures.	30/06/2022	100%	Achieved
3.2.2.4	Partner with industry and Government to facilitate development of the Northern NSW Inland Port (N2IP).	Staff participate in regular SAP meetings and recently attended at the SAP Preliminary Enquiry by Design workshops.	30/06/2022	100%	Achieved
3.3.1.1	Attract and encourage all new investment to Narrabri Shire by providing individual businesses with the required resources to make an informed commercial decision to invest in the Narrabri Shire.	Ongoing encouragement, assistance, and provision of information to a range of businesses who are in various stages of considering or investing in Narrabri Shire. Support includes advising company owners of potential opportunities and locations inclusive of zoning requirements and introductions to State Government representatives for assistance. Facilitate pre-development applications meetings and troubleshoot any issues that arise throughout the regulatory process. Council communicates with property managers/owners of land or vacant premises and potential new businesses or tenants for the site in question. Council has been instrumental in working with an existing organisation to have them relocate to a more appropriate location.	30/06/2022	100%	Achieved
3.3.2.2	In conjunction with State and Commonwealth Governments promote and facilitate business networking events.	NSW Small Business Month was held in March 2022 with Council hosting 5 events. Originally scheduled for October 2021, it was postponed due to COVID-19. Council has been awarded State and Commonwealth Government funding to facilitate further business networking events from Quarter 3 2022. With awarded funding, Council	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status
	hosted a launch breakfast for Agtech Hot House Programme on 23/02/2022. Agtech Meet Up and Agtech Field Day events will be held in April 2022. Council continues to promote business networking events through its channels including localised, e-newsletters, newspaper, radio, direct contact, and social media.			
4.1.1.10	Attend relevant Chamber of Business meetings within Local Government Area.	30/06/2022	100%	Achieved
4.1.1.11	Maintain Council Connecting Business online business directory and network platform.	30/06/2022	100%	Achieved
4.1.2.3	Develop and facilitate activities for Small Business Month including the Small Business Summit.	30/06/2022	100%	Achieved
4.1.2.4	Provide information to small business outlining opportunities and economic activity of the region.	30/06/2022	100%	Achieved

## Governance and Risk

Action(s)	Progress	Target	%	Status	
4.1.2.5	Review of the Community Strategic Plan 2017/2027.	Document completed Public Exhibition Period. Document endorsed by Council on 28/06/2022.	30/06/2022	100%	Achieved
4.1.2.6	Develop Delivery Program 2022/2026.	Document endorsed by Council for Public Exhibition on 16/05/2022. Document adopted by Council on 28/06/2022.	30/06/2022	100%	Achieved
4.3.3.16	Finalise the implementation of the Council's WHS management system, TechnologyOne and ensure rollout to effective operational use.	The Risk team have engaged a WHS contractor to assist with improvements to Council's Safety Management Plan. The team are investigating extra digital functionality of the current safety system Vault to enhance Council's current safety management processes. A contractor has been engaged to develop an Integrated Management System (IMS) that incorporates Environment and Stage 1 of developing the Integrated Management System (IMS) was completed. Quality across all functions of Council. Development of the IMS will continue in Quarter 3 2022. No progress during March. IMS project to be restarted and prioritised by Risk during mid-late April. Consult to happen May/June. IMS PCG formed. Gap analysis and rectification in progress. This highlighted a bigger project than previously believed. Plan developed to complete by July 2023.	30/06/2022	100%	Achieved
4.4.2.13	Develop an overarching Council Business Continuity Plan.	Further fine-tuning, key player briefings, and then an exercise occurred in March 2022. Plan finalised in April 2022. Plan due adopted by MANEX in July 2022.	30/06/2022	100%	Achieved
4.4.2.19	Investigate and implement the OLG Risk Management and Internal Audit Framework for Local Councils in NSW.	The reforming of the Audit Risk and Improvement Committee (ARIC) in line with the new guidelines will take place in 2022 once final guidelines are issued. However, the draft guidelines state that the ARIC needs to be established in line with the guidelines by 30/06/2022. No guidelines issued. New ARIC Terms of Reference in line with draft adopted by Council on 28/06/2022.	30/06/2022	100%	Achieved

## Human Resources

Action(s)	Progress	Target	%	Status
1.3.4.11 Council to encourage and support people with a disability to apply for positions at Council. <b>Source: Disability Inclusion Action Plain 2017/2021</b>	Council representatives from various sections including HR attended International Day of People with Disabilities Event at a local job network provider to provide information to people with a disability about potential employment opportunities with Council, and how to apply for them. Council is continuing to identify opportunities for workforce participation of those with a disability.	30/06/2022	100%	Achieved
1.3.4.12 Review Equal Employment Opportunity (EEO) Policy to ensure compliance with accessibility and inclusion requirements. <b>Source: Disability Inclusion Action Plain 2017/2021</b>	Council has developed and implemented a recruitment and selection operational protocol which includes these requirements. Staff consultation through the consultative committee of draft protocol was undertaken. Council's EEO Operational Protocol was also updated last year. EEO Management Plan Actions were reviewed as part of the development of a new Workforce Management Plan. EEO Management scheduled for review and update later in 2022.	30/06/2022	100%	Achieved
1.3.4.13 Reduce barriers for volunteers to participate in Council programs. <b>Source: Disability Inclusion Action Plain 2017/2021</b>	Council's Volunteer Operational Protocols implemented throughout the year. Volunteers have already been utilised for Council programs, particularly at The Crossing Theatre.	30/06/2022	100%	Achieved
1.3.4.5 Incorporate an understanding of the needs of people with a disability into the staff induction process. <b>Source: Disability Inclusion Action Plain 2017/2021</b>	Council's onboarding processes, including the staff handbook were reviewed. Work also completed for the reinstatement of face-to-face inductions, where this requirement will be incorporated.	30/06/2022	100%	Achieved
2.1.1.3 Ensure Council staff are provided with basic training to identify potential aboriginal heritage items.	Council's onboarding processes, including the staff handbook were reviewed. Work also completed for the reinstatement of face-to-face inductions, where this requirement will be incorporated.	30/06/2022	100%	Achieved
4.4.2.12 Review Workforce Management Plan annually.	New Workforce Management Plan endorsed by Council as part of resourcing strategy.	30/06/2022	100%	Achieved
4.4.2.17 Investigate the viability of implementing LGNSW's Local Government Capability Framework across workforce management and development activities.	Viability of capability framework reviewed in 2020/2021 and it was determined that it would not be viable to implement at this point in time.	30/06/2022	100%	Achieved

# Directorate: Corporate and Community Services

## Airport

Action(s)	Progress	Target	%	Status	
3.1.4.3	Conduct review of Airport Master Plan.	Airport staff have conducted an internal review of the Airport master plan. A full external review and update in a post COVID-19 environment is being recommended.	30/06/2022	100%	Achieved

## Community Relations

Action(s)	Progress	Target	%	Status	
4.1.1.2	Review and refine Customer Service Procedures.	Customer Service procedures are continually evolving as processes and procedures are refined as efficiencies are developed through the CRM module in TechnologyOne. Further collaboration with other departments is occurring and ideas are being discussed regarding improving customer service procedures across departments.	30/06/2022	100%	Achieved
4.1.2.2	Conduct a customer satisfaction survey of the community.	The 2021 Community Satisfaction Survey was completed by external third party research company Micromex in July 2021. The results of the Community Satisfaction Survey will be presented to Councillors at the October 2021 Councillor briefing.	30/06/2022	100%	Achieved
4.4.2.15	Ensure that delegations register is reviewed and updated.	Delegations reviews are completed in May and November annually. A comprehensive delegations review commenced in May and has recently been completed. Delegations register is maintained as staff are onboarded and offboarded.	30/06/2022	100%	Achieved
4.4.2.21	Review the delegations for Council officers post Local Government Elections in September 2021.	Council officer delegations are reviewed in May and November annually.	30/06/2022	100%	Achieved

## Financial Services

Action(s)	Progress	Target	%	Status	
4.4.2.1	Annually review Council's Rating Structure to ensure equity and fairness in rating distribution. <b>Source: Fit For the Future Improvement Program</b>	Reviewed while preparing the 2022/2023 Budget.	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status	
4.4.2.10	Annually review Long Term Financial Plan as part of the Annual Budget Review Process.	Long Term Financial Plan reviewed and updated.	30/06/2022	100%	Achieved

## Information Services

Action(s)	Progress	Target	%	Status	
4.2.3.6	Monitor and update community accessible GIS interface for Council's Capital Works Program.	Council has been unable to recruit a GIS officer, accordingly the 2021/2022 map is not updated as yet. Completion expected to occur in Quarter 1 2023.	30/06/2022	20%	Not Achieved

## Library Services

Action(s)	Progress	Target	%	Status	
1.1.1.1	Deliver inclusive educational and recreational programs in all branch libraries to meet changing needs of all the community.	<ul style="list-style-type: none"> <li>•Storytime and library book deliveries continue to primary (weekly) and preschools (fortnightly) in Narrabri.</li> <li>•Storytime and library book deliveries continue monthly to preschools in Boggabri and Wee Waa.</li> <li>•Baby Rhyme Time and Storytime continue weekly at Narrabri Library, and monthly at Boggabri and Wee Waa Libraries.</li> <li>•The Open Access Adult (disability) Craft Group continues to meet weekly at the Narrabri Library. This is attended by three disability service providers.</li> <li>•Weekly visits to Narrabri Challenge Community Services to conduct Storytime and musical activities continue.</li> <li>•The Home Library Service is delivered monthly to Narrabri, Wee Waa and Boggabri residents.</li> <li>•Knitting Group and Brain Training Group continue to meet at Narrabri Library weekly.</li> <li>•Craft Group continue to meet weekly at the Wee Waa Library.</li> <li>•Book Club Groups continue to meet at the Narrabri and Boggabri Libraries once a month.</li> <li>•Baby enrolments for Dolly Parton's Imagination Library early literacy program has reached 53.</li> </ul>	30/06/2022	100%	Achieved
1.4.4.2	Provide Science, Technology, Engineering and Mathematics (STEM) based programming in partnership with the community'	Monthly outreach STEM and Storytime programs continue to be delivered to Pilliga, Gwabegar, Bellata and Fairfax Primary Schools In collaboration with CSIRO and the Museum of Art and Applied Sciences the Library Team delivered the Southern Skies David Malin Astrophotography Awards Exhibition at the Crossing Theatre. Kamilaroi	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status	
	to 'Provide a range of programs in partnership with education, health, science and other organisations in the community.				
3.1.1.6	Identify alternative funding opportunities to implement innovative Library Outreach programs.	Application for the NSW Government Youth and Wellbeing program was successful. This grant was used for Aboriginal Astronomy presentation for primary students.	30/06/2022	70%	Not Achieved

## Property Services

Action(s)	Progress	Target	%	Status	
1.1.1.7	Explore options for developing a "Civic Precinct" in the vicinity of the old Boggabri Bowling Club site, subject to the ability to purchase site from Crown Lands.	Investigations in the Civic precinct are ongoing and will carry over into 2022/23. An new application to purchase the Bowling club site has been submitted.	30/06/2022	50%	Not Achieved
1.1.2.13	Conduct annual condition inspections for all land and buildings to maintain public safety.	Building inspections have commenced on facilities under Property Services control; these inspections are ongoing. Facilities management plans have been drafted and presented to Council.	30/06/2022	50%	Not Achieved
2.1.2.3	Develop and implement Plans of Management for urban open spaces and environmental areas.	Implementation of Plans of Management scheduled to be completed by June 2023.	30/06/2022	15%	Not Achieved
2.3.1.3	Develop and implement plans for installing energy efficient technologies and innovations at identified Council facilities i.e. solar panels, LED lighting, air conditioning.	Initial investigations in energy efficient technologies have been undertaken in 2020. Budgets restrictions prevented projects from being undertaken in the short term. Further works to take place in 2022/2023.	30/06/2022	80%	Not Achieved
3.4.1.3	Market and transact developed Shannon Estate blocks and englobo site.	All allotments within Shannon Estate are now under offer.	30/06/2022	75%	Not Achieved
4.3.1.2	Investigate update and renewal requirements (including assets) for	Renewal requirements investigated and updated. Boggabri Caravan Park has been refurbished with new amenities and facilities installed. Narrabri Caravan Park	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status
Caravan Parks throughout the Narrabri Shire.	rectification works of the amenities building are well underway and on track to be completed by December 2021.			



## The Crossing Theatre

Action(s)	Progress	Target	%	Status	
1.2.2.1	Explore opportunities for the provision of arts and cultural events in all towns and villages.	A range of cultural events have been delivered throughout the Shire. For example, in May 2022, a Cabaret Show was held at the Boggabri Golf Club. The David Malin Winning Skies Astrophotography Exhibition was held at the Crossing Theatre from April through to June 2022. This exhibition was provided by the Museum of Applied Arts and Sciences. Council is a member of the Arts North West (ANW) group and routinely liaises with ANW regarding cultural event opportunities.	30/06/2022	100%	Achieved
3.1.1.2	Identify external funding opportunities to assist with the provision of events through The Crossing Theatre.	Council continues to identify and apply for external funding opportunities to assist with the provision of events through The Crossing Theatre. A funding application was submitted for CREATE 2022 and Narra-BRIGHT 2022.	30/06/2022	100%	Achieved
3.1.1.3	Identify opportunities to host regional and rural conferencing in Narrabri Shire.	Room booking prices reduced for 2022/2023 to attract increased patronage. Catering packages updated to meet market expectations. Engagement has commenced with corporate clients of The Crossing Theatre to inform them of new prices and packages, and better understand how to meet the community's needs for the use of the venue. Automatic doors were installed in June 2022 to increase accessibility to the venue. A database of Conference Sales Platforms is being developed. Currently in the process of updating the branding.	30/06/2022	100%	Achieved

## Tourism and Community Development

Action(s)	Progress	Target	%	Status	
1.1.1.8	Development of a New Resident's Kit.	Council has been successful in receiving funding for a Tree Change Campaign and will be using funding towards a "Tree Change Website/Landing Page". Contents of the Resident's Kit is being developed and costed. Web design has been engaged. Project delays have been experienced due to unexpected staff vacancies and competing priorities.	30/06/2022	50%	Not Achieved
1.1.2.19	Support NSW Police to improve the community's perception of the level of crime within Narrabri Shire. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council worked with many stakeholders including the NSW Police to deliver a strong inaugural program for Crime Prevention Week. The program was delivered across the Shire and covered a diverse group of topics including personal home and cyber safety, tackling rural crime, domestic violence, business security and online scams.	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status
1.1.2.20 Support and promote educational programs targeted at assisting young people in developing healthy, respectful relationships. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	The Crime Prevention week was delivered to all the community including the youth demographic. Part of the program included talks on domestic violence. The Youth Mental Health Podcast project is a youth led and driven project which was initiated by the Youth Council. A Regional Youth Leadership forum was held at Wee Waa High School and facilitated by Burn Bright focusing on positive youth initiatives.	30/06/2022	100%	Achieved
1.1.2.25 Provide regular and up to date information to the community regarding personal safety measures and strategies. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council delivered a strong program as part of the inaugural Crime Prevention Week. Council worked with local law enforcement agencies, schools, businesses, health, civic groups, and other organisations to promote awareness about crime prevention and personal safety.	30/06/2022	100%	Achieved
1.1.2.26 Work collaboratively with government and local agencies to promote and support programs related to harm minimisation and the reduction of alcohol related violence. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council delivered a strong program as part of the inaugural "Crime Prevention Week" in June 2022. Council worked with local law enforcement agencies, schools, businesses, health, civic groups and other organisations to promote awareness about crime prevention and personal safety. The event included information about harm minimisation aimed at reducing alcohol related violence. Council worked collaboratively with the Hunter New England Local Health District to deliver this program.	30/06/2022	100%	Achieved
1.1.2.27 Support and encourage the provision of drug education programs in collaboration with other services to inform community members about drug use and associated health issues. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council delivered a strong program as part of the inaugural "Crime Prevention Week" in June 2022. Council worked with local law enforcement agencies, schools, businesses, health, civic groups and other organisations to promote awareness about crime prevention and personal safety. The event included information about harm minimisation aimed at reducing drug and alcohol related violence. Council worked collaboratively with the Hunter New England Local Health District to deliver this program.	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status
1.1.2.29 Provide encouragement and support to the delivery of alcohol and drug free community events within Narrabri Shire. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council has an internal committee that reviews all event applications for Council managed properties. All community events are encouraged to be drug and alcohol free. Where alcohol is proposed to be served the committee puts in place measures to ensure that service of alcohol is undertaken with RSA principles and in line with legal requirements.	30/06/2022	100%	Achieved
1.1.2.30 Support educational and community based programs that encourage participation and celebrate the achievements of young people within the Shire. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	The Narrabri Shire Youth Council has been established to represent and promote the voice of young people in the Region, offering a platform for input into youth focused programs and the opportunity to strengthen their professional development. The youth representatives focus on the needs of young people in the community to influence programs and projects and represent their priorities. The Youth Council also informs Council on programs they believe will encourage further youth participation in their communities. Council delivered an Autumn School Holiday program with activities held across the Shire to engage and encourage participation, including a Youth and Family Fun Day during Youth Week in April 2022, which incorporated a Sports and Services Expo.	30/06/2022	100%	Achieved
1.1.2.32 Raise awareness of vandalism and malicious damage that is occurring within Narrabri Shire. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council continues to encourage residents to report vandalism or malicious damage to Council facilities. Media releases, which aim to increase community awareness, are periodically issued.	30/06/2022	100%	Achieved
1.1.2.34 Support NSW Police to promote the provision of workshops in regional NSW aimed at tackling rural crime. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council delivered a strong inaugural program for "Crime Prevention Week" in June 2022. Council worked with local law enforcement agencies, schools, businesses, health, civic groups and other organisations to promote awareness about crime prevention and personal safety. The event included information about harm minimisation aimed at tackling rural crime and other locally applicable topics.	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status
1.1.2.35 Raise awareness through the facilitation of NSW Police talks about community safety and rural crime prevention methods at community meetings and activities. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council delivered a strong program for the inaugural "Crime Prevention Week" in June 2022. Council worked with NSW Police to deliver a comprehensive community awareness-raising initiative that promoted awareness about crime prevention and personal safety.	30/06/2022	100%	Achieved
1.1.2.36 Provide regular and up to date information to the rural community regarding crime prevention strategies and measures. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council delivered a strong, inaugural program for "Crime Prevention Week" in June 2022. Council worked with local law enforcement agencies, schools, businesses, health, civic groups, and other organisations to promote awareness about crime prevention and personal safety.	30/06/2022	100%	Achieved
1.1.2.37 Raise awareness through the facilitation and promotion of Domestic Violence campaigns. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council delivered a strong inaugural program for "Crime Prevention Week" in June 2022. Council worked with local law enforcement agencies, schools, businesses, health, civic groups, and other organisations to promote awareness about crime prevention and personal safety. The program specifically included talks on Domestic Violence.	30/06/2022	100%	Achieved
1.1.2.40 Raise awareness and provide support for programs and campaigns aimed at reducing drug use (e.g. Dob in a Dealer). <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council delivered a strong program for the inaugural "Crime Prevention Week" in June 2022. Council worked with local law enforcement agencies, schools, businesses, health, civic groups, and other organisations to promote awareness about crime prevention and personal safety. The program included presentations and engagement on drug use.	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status	
1.1.2.41	Investigate methods to capture information and statistics on the type, location, and scope of vandalism and malicious damage to Council resources and facilities. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council staff are continuing to liaise with applicable internal stakeholders to review current processes and to identify methods to better capture information and statistics on incidents of vandalism and malicious damage to Council facilities.	30/06/2022	100%	Achieved
1.1.2.42	In conjunction with NSW Police, design and deliver an awareness campaign on the importance of reporting rural crime to Police. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Council delivered a strong inaugural program for "Crime Prevention Week" in June 2022. Council worked with local law enforcement agencies, schools, businesses, health, civic groups, and other organisations to promote awareness about crime prevention and personal safety. Rural crime was specifically addressed as part of this initiative.	30/06/2022	100%	Achieved
1.1.2.43	Lobby for a PCYC to be established in the Narrabri Shire.	Council continues to review the viability of establishing a PCYC. Council staff are currently reviewing a Draft Memorandum of Understanding (MoU) between Council and PCYC which focuses on collaboration opportunities for establishment of a local PCYC. Council meets regularly with PCYC representatives to discuss opportunities surrounding the project.	30/06/2022	100%	Achieved
1.1.4.6	Establish and operate a Narrabri Shire Youth Council in collaboration with the Shires Schools.	The Narrabri Shire Youth Council has now been formally established having held successful elections for the Youth Mayor, Youth Deputy Mayor and Secretary. The Youth Council has a total of 10 representatives who will look to highlight youth issues and be a voice for young people across the Shire. The Youth Council meets monthly and guest speakers are invited to each meeting to develop awareness of services within the Shire, and thus identify gaps. Council will look to work with the Youth Council to develop a Youth Strategy in 2022/2023.	30/06/2022	100%	Achieved
1.2.3.3	Review sign posting for adequacy and incorporate latest digital technology to raise awareness of assets across the Shire.	The large LED Screen at the Narrabri Region Visitor Information Centre has been installed and is now fully operational. The LED Screen displays a range of contemporary images promoting the Shire's tourism assets and attributes and has been well received by the local community and travellers.	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status	
1.2.3.5	Identify opportunities to showcase Narrabri Region through the development and implementation of tours (e.g. AgriTourism, Historical, Natural Wonders).	Coach tours visiting the VIC are starting to return to pre-covid numbers. Council staff are currently investigating the feasibility of cotton tours. Tourism staff continue to promote local Agritourism tours such as the Narrabri Fish Farm. Council also submitted an Expression of Interest (Eol) to participate in the NSW Department of Planning and Environment (DPE) Agritourism initiative which aims to encourage further development within this sector and promote farm diversification.	30/06/2022	100%	Achieved
1.2.4.11	Establish a working group to develop and implement the 'Review and Reflect' Reconciliation Action Plan.	Council received a number of expressions of interest (Eols) from external consultancies to develop the Review and Reflect Reconciliation Action Plan (RAP). Murawin Pty Ltd has been recently appointed and will commence the project in early July 2022. Preparation has also commenced in the formulation of Working Group(s) to assist in Plan delivery. Council is committed to working with local Aboriginal stakeholders on this important plan.	30/06/2022	80%	Not Achieved
1.2.4.7	In partnership with local indigenous Community stakeholders, facilitate Reconciliation Week and NAIDOC Week.	Reconciliation Week took place 27/05/2022 to 03/06/2022 and featured a demonstration of the use of Native Grains and how they're processed. This was followed by a morning tea which included biscuits and muffins made from native grains.	30/06/2022	100%	Achieved
1.2.4.9	Support and progress the State Heritage Register nomination for Waterloo Creek.	This item is complete. On 25/06/2021 Waterloo Creek massacre site at 3837 Millie Road, Jews Lagoon, was declared a site of state heritage significance as "a place of frontier conflict" and formally gazetted. This action has been completed and Council will continue to work with the committee to further establish the site.	30/06/2022	100%	Achieved
1.3.4.10	Support community organisations and sporting clubs to remove barriers and increase participation of people with a disability <b>Source: Disability Inclusion Action Plain 2017/2021</b>	Council is committed to supporting inclusion in sport across the Shire and ongoing assistance is provided to encourage local sporting clubs to encourage the removal of barriers to participation for people with a disability. Council recently adopted a revised Disability Inclusion Action Plan (DIAP) in collaboration with its Access and Inclusion Committee.	30/06/2022	100%	Achieved
1.3.4.20	Support interagency meetings to improve communications and develop mutually beneficial outcomes. <b>Source: Disability Inclusion Action Plain 2017/2021</b>	Council continues to attend meetings within the community including Narrabri Interagency and Youth Interagency Meetings. Council is proactively engaged in the Narrabri Interagency Meetings and is working to develop a variety of community activities. Council also leverages on the membership of Interagency Meetings to identify stakeholders for events such as Youth Week, Seniors Week and Volunteers Week.	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status
1.3.4.4 Promote an understanding of inclusion within the business community through distribution of information and support for educational programs. <b>Source: Disability Inclusion Action Plain 2017/2021</b>	The Council Access and Inclusion Committee has been established to inform Council activities and decision-making processes. The Committee are progressively engaged with in relation to Council programs. Investigations are currently being undertaken to review and update the previous Access and Inclusion Business Brochure for local distribution. Development of the 2022/2026 Disability Inclusion Action Plan (DIAP) was completed and adopted by Council in June 2022.	30/06/2022	100%	Achieved
1.4.1.3 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.	Council is in the process of establishing a working group to further advocate for the establishment for a School for Specific Purpose (SSP). Recently, Council and the Access and Inclusion Advisory Committee met with the Principal of GS Kidd Memorial School, located in Gunnedah, who provided the Committee with the background to the establishment of the school and discussed considerations as to stakeholders for the working group. Through the current Special Activation Precinct Investigations, Council has raised the issue of a School for Specific Purpose for Narrabri, with relevant consultants being made aware of the community need. The Access and inclusion Committee is supportive of the establishment of a working group/steering committee to further investigate the establishment of this school.	30/06/2022	100%	Achieved
3.1.2.9 Improve the gateway entry signage on the Shire boundaries. <b>Source: Narrabri Shire Destination Management Plan 2014-2019</b>	Council has received formal concurrence from Transport for NSW (TfNSW) for the installation of the new gateway signage. Council is now working with contractors regarding manufacturing and progressive installation of the signs across the Shire.	30/06/2022	90%	Not Achieved
3.3.1.8 Develop and implement campaign to attract new residents to the Shire.	Council has secured funding for a 'Tree Change' campaign aimed attracting new residents to the Shire. This initiative will develop a new website which will incorporate Visit, Live, Events and Business components, providing all information that residents may need when considering relocating to the Narrabri Shire LGA.	30/06/2022	50%	Not Achieved
4.1.1.3 Successfully organise and run Australia Day Event.	This item is complete. The Australia Day Awards Ceremony was successfully held on the 26/02/2022 at The Crossing Theatre with the Australia Day Ambassador present. Due to the ongoing COVID-19 pandemic other community events were unfortunately cancelled to ensure public health and safety.	30/06/2022	100%	Achieved
4.1.1.4 Successfully organise and run the Lillian Hulbert Scholarship and award presentation.	This item is complete. The Lillian Hulbert Memorial Prize Award Ceremony was successfully held on the 24/02/2022.	31/01/2022	100%	Achieved
4.1.1.5 Successfully organise and run International Women's Day Event.	This item is complete. International Women's Day was successfully held on 8/03/2022 at The Crossing Theatre where the community was invited to a free breakfast event celebrating regional women who have forged successful careers in STEM.	28/02/2022	100%	Achieved

Action(s)	Progress	Target	%	Status	
4.1.1.6	Successfully organise and run Youth Week activities.	Youth Week was held from 04/04/2022 to 14/04/2022. Council successfully hosted a Family Fun Day that featured a Sports and Services Expo. Transport was made available from both Boggabri and Wee Waa. A Youth Movie was also held at The Crossing Theatre.	31/03/2022	100%	Achieved
4.1.1.8	Successfully organise the Bush Bursary Placement Program.	This item is complete. Council successfully hosted two medical students through the Bush Bursary Program in January 2022. Students attended a range of medical placements to better understand and be exposed to health services in regional NSW and to encourage future practitioners to consider a placement in the region. The 2022 program is now finalised.	30/04/2022	100%	Achieved
4.1.1.9	Organise and run the Seniors Festival and Awards.	A Seniors Award presentation at The Crossing Theatre was followed by a Morning Tea. Award ceremonies at Wee Waa and Boggabri were also convened.	28/02/2022	100%	Achieved
4.1.4.2	Annual National Volunteers week celebration held.	A Volunteer Awards ceremony was held at The Crossing Theatre followed by a lunch.	30/06/2022	100%	Achieved



# Directorate: Infrastructure Delivery

## Design and Investigation Services

Action(s)	Progress	Target	%	Status
1.1.2.3 Support and liaise with community groups and local residents regarding traffic and alcohol free zoning requirements. <b>Source: Community and Safety Crime Prevention Action Plan 2019-2023</b>	Alcohol Free Zones are due for renewal by 01/07/2023 (Minute 091/2020). Support of local events and assistance for community groups requiring Council approval for traffic related matters and suspension of alcohol-free zones is ongoing and as required.	30/06/2022	100%	Achieved
1.2.3.7 Undertake a preliminary feasibility study into the establishment of a weir down stream from The Crossing Theatre.	Awaiting project brief to enable preliminary investigation for works to commence.	30/06/2022	0%	Not Achieved
2.1.3.14 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). <b>Source: Narrabri Shire Pedestrian Access Management Plan</b>	Safe Routes for Seniors Program to be developed as part of the 2022/2026 Disability Inclusion Action Plan (DIAP). Identified routes that specifically require consultation with community groups are submitted to the Access and Inclusion Advisory Committee for comment.	30/06/2022	100%	Achieved
2.1.3.15 In association with schools, audit key routes to school and improve the facilities along these routes and report to Council. <b>Source: Narrabri Shire Pedestrian Access Management Plan</b>	Priority routes have been identified and concept designs completed for future Capital Works programs. Identified projects will be constructed once grant funding opportunities are made available.	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status
2.1.3.6 Ensure appropriate regulatory and guidance signage is provided on all existing and proposed walk and cycle facilities. <b>Source: Narrabri Shire Pedestrian Access Management Plan</b>	Audit of signage along walk and cycle facilities is ongoing as part of routine maintenance and improvement projects. All engineering designs consider appropriate regulatory and guidance signage requirements in accordance with Australian Standards, Transport for NSW and AustRoads guidelines.	30/06/2022	100%	Achieved
3.2.2.1 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.	Discussions with heavy vehicle operators are ongoing and as required. All heavy vehicle movements are processed by the National Heavy Vehicle Regulator. New routes are assessed in accordance with the Heavy Vehicle National Law and Regulations.	30/06/2022	100%	Achieved
3.2.3.1 Consult with relevant stakeholders on opportunities to increase efficiencies on freight movements to, through and from the Narrabri Shire and report findings to Council.	Discussions with heavy vehicle operators are ongoing and as required. All heavy vehicle movements are processed by the National Heavy Vehicle Regulator. New routes are assessed in accordance with the Heavy Vehicle National Law and Regulations.	30/06/2022	100%	Achieved

## Fleet Management

Action(s)	Progress	Target	%	Status
2.2.1.1 Actively partner with the Rural Fire Service (RFS) and State Emergency Services (SES) to ensure plant and equipment are appropriate.	Council's Fleet Services Department continues to assist RFS and SES with maintenance schedules for emergency vehicles and provides technical assistance as required. All insurance details provided to Arena portal.	30/06/2022	100%	Achieved
4.4.4.2 Develop, review and prioritise relevant fleet replacement programs.	Council has developed a Fleet Management Policy to address: <ul style="list-style-type: none"> <li>• Conformity with Statutory and Regulatory requirements.</li> <li>• A cost-effective approach.</li> <li>• A safe, reliable, and competitive service.</li> <li>• Investment security in a "base level" of Fleet assets, replaced at regular intervals.</li> <li>• Minimisation of environmental impact.</li> </ul>	30/06/2022	100%	Achieved
4.4.4.3 Consult with key stakeholders on plant and vehicle replacement requirements to ensure fit for	Council's Fleet Services maintains a 10-year asset replacement program that is used to justify asset replacement and specify asset inclusions with the asset owner.	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status
purpose and greatest return for Council.				

## Parks and Open Spaces

Action(s)	Progress	Target	%	Status	
2.1.3.22	Investigate the feasibility of planting a northern tree corridor along the Newell Highway.	This project will align with the Town entry signage project that will be finalised in 2022/2023.	30/06/2022	0%	Not Achieved
2.1.4.6	Promote vegetation rehabilitation as a key part of weed management. <b>Source: Weed Management Program</b>	Council weeds team will distribute information on rehabilitation and improved weed control as part of their public engagement strategy.	30/06/2022	100%	Achieved

## Projects and Assets

Action(s)	Progress	Target	%	Status	
4.3.3.1	Review Project Management Strategy and Policy.	This project has been delayed due to staffing shortages. A consultant has been engaged to complete works to be submitted for Council endorsement in late 2022.	30/06/2022	50%	Not Achieved
4.3.3.5	Explore opportunities with private suppliers/ contractors to partner in civil infrastructure projects and maintenance.	Council undertakes this on a regular basis, and this is also built into the procurement guidelines with a partial preference to local suppliers. Contact is made available to local suppliers to assist with accessing the procurement system.	30/06/2022	100%	Achieved
4.4.2.11	Review Asset Management Strategy and Policy annually.	Council's Asset Management Strategy and Asset Management Policy has been reviewed in parallel with the renewal of the asset management plans.	30/06/2022	100%	Achieved

## Solid Waste Management Services

Action(s)	Progress	Target	%	Status	
2.3.2.15	Develop, implement and adopt a Waste Management Strategy for the Shire.	Draft document completed. A consultant has been engaged by Council to prepare and run community consultation. New service trial commenced on 03/01/2022 in line with the draft document, currently monitoring performance.	30/06/2022	80%	Not Achieved

Action(s)	Progress	Target	%	Status	
2.3.2.16	Implement a long term strategy for the Narrabri Landfill.	Long Term Landfill Strategy has been completed and approved by the EPA. Implementation has commenced with the construction of cell 1 to start on 10/01/2022. A report for the purchase of the neighbouring land and was approved by MANEX in December 2021	30/06/2022	100%	Achieved
2.3.2.2	Seek funding to improve the current waste infrastructure to allow an increase in separation at source and recycling rates for households, business and industry.	17 projects identified and included in Draft 20 Year Shire Waste Strategy. \$144,000 application submitted to the Resources for Regions - Round 8 in July 2021.Grants Team and Development Team working with Waste Team for funding opportunities for the remaining projects identified.	30/06/2022	100%	Achieved
2.3.2.6	Support local industries on implementing a waste minimisation program that involves the use of more efficient manufacturing processes, better and recycled materials to reduce the production of waste.	The Draft 20 Year Shire Waste Strategy Actions includes stakeholder engagement for future waste separation projects. The Waste Team is currently working with local businesses including Plastics Australia Narrabri, Challenge Recycling Narrabri, Namoi Cotton Wee Waa, Narrabri Bakery and Namoi Waste to reuse material and minimise the volume of commercial waste going to landfill. Council's Waste Services Manager is part of a Northern Inland Regional Waste Program Committee that looks for opportunities to engage key stakeholders for the processing/repurposing and the implementation of a waste plan for material flow following the completion of a Regional Material Flow Analysis.	30/06/2022	100%	Achieved
2.3.2.8	Conduct educational programs for community members on the effects on kerb side collection contamination.	COVID-19 hampered the school education process in the first half of the financial year. The school have been slow to engage since this time. Contamination rate are at an all-time high however, it must be noted that pressure placed on the contractor to justify data provided to council and improved record keeping on their behalf (utilising council weighbridge data) has seen the figures increase. Asbestos, Community Recycling Centre, Drum Muster and the house chemical clean-out topics have been updated on the Council page and social media sites. Northern Inland Regional Waste Group in partnership with the NSW EPA have developed a material flow analysis for the region which is waiting on Council signature publication and public viewing.	30/06/2022	100%	Achieved

## Transport

Action(s)	Progress	Target	%	Status	
2.1.3.18	Review existing maintenance program to ensure it incorporates regular maintenance of footpaths,	Continual inspection and maintenance of footpaths and cycleways are undertaken by Roads staff across the Shire on annual basis and maintenance requirements reviewed in line with budget constraints and asset management requirements.	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status
shared paths and on road cycle facilities. <b>Source: Narrabri Shire Pedestrian Access Management Plan</b>				
2.2.1.4 Facilitate and support the Local Emergency Management Committee.	Support is offered in the capacity of Deputy LEMO, stepping in for the LEMO when they are unavailable. Quarterly LEMC meeting have been attended as well as COVID-19 meetings when required.	30/06/2022	100%	Achieved
2.4.4.1 Council's gravel pits are operated and maintained in an environmentally compliant manner.	Council gravel pits are operated and maintained to an environmentally friendly standard.	30/06/2022	100%	Achieved
4.2.1.3 Continually review the condition of the road network to reassess the amount of backlog and lifecycle costing required.	Review of road conditions are undertaken on a regular basis. A whole network condition assessment is due in 2022 that will help identify the overall conditions and aid in developing the strategic asset management plans.	30/06/2022	100%	Achieved
4.3.3.6 Maintain a tier 1 qualified/accredited contractor for Road Construction.	Accreditation has been obtained and NSC has Transport for NSW R2 prequalification.	30/06/2022	100%	Achieved
4.4.1.1 Determine a satisfactory level of service for the transport network that is acceptable by the community within budgetary constraints. <b>Source: Fit For the Future Improvement Program</b>	Significant work has been completed on reclassification of the road network, which will form the basis for levels of service. A whole network condition assessment is due in 2022 (after flood rectification works) and will aid in developing a strategic asset management plan.	30/06/2022	40%	Not Achieved
4.4.1.2 Develop a Rural Roads Maintenance Strategy.	Significant work has been completed on reclassification of the road network, which will form the basis for levels of service. A whole network condition assessment is due in 2022 (after flood rectification works) and will aid in developing a strategic asset management plan.	30/06/2022	0%	Not Achieved

## Water Services

Action(s)		Progress	Target	%	Status
1.4.1.2	Facilitate and support the continued operation of the Federation Farm share farming agreement.	Pumping to Federation Farm maintained and irrigation schedule proceeding as normal. Environmental management plan to be reviewed and amended to reflect monitoring for salient parameters including groundwater impacts and impacts upon soil sodicity as identified within Pollution Impact Study. NSW EPA responded to review of environmental report for assessment done by consultants. Council to respond in coming months. EPA response includes proposed draft conditions to Narrabri Sewerage Treatment Plant, Council to include response to draft conditions within associated correspondence. Request for additional capital works for the farm made under the agreement conditions. Farm management proceeding as normal and Council proceeding to review the Federation Farm Share farming agreement in 2022/2023.	30/06/2022	100%	Achieved
2.3.3.7	Engage with the Community on the subject of a treated water supply.	Narrabri water customers have given feedback to Council regarding potential improvements to aesthetic quality of water provided within Narrabri's reticulated water scheme. To gauge the community's appetite for construction of a new water treatment plant to address these issues, Council intends to gain feedback from the community on this to inform next steps if any. Concept options will be investigated for a water treatment plant to address aesthetic issues for Narrabri water to inform an engagement and communication plan for the consultation to build a water treatment plant for Narrabri water customers. This activity is going to be undertaken as part of the IWCM project, and due to other components of that project it is expected that this project will not be completed as part of this financial year. It is expected that this will be completed in 2022/2023 based on IWCM project timeframes.	30/06/2022	20%	Not Achieved
2.4.3.1	Monitor and record water quality performance and identify trends to ensure Safe Drinking Water Guidelines are met. Develop and Maintain record and reporting for the data.	Council has an obligation to produce safe drinking water in line with the Drinking Water Management System, with water complying with the Australian Drinking Water Guidelines. This is regularly conducted within all the drinking water schemes within Council to check for disinfection levels and to ensure compliance with guidelines. Council is currently compiling data in preparation for the 2021/2022 Drinking Water Management System report to NSW Health. The Drinking Water Management System Risk workshop was held in the last week of February 2022 with representatives from NSW Health, NSW Department of Planning and Environment, Bligh Tanner Consultants and members of Council's Risk Management and Water Services Teams. This was a successful workshop with engagement from all attendees. Major outputs of the workshop are due to be sent to Council within the next month, with these including further development of Standard Operating Procedures and quality control for water testing, as well as an improvement plan to inform future works to improve the monitoring and control of water quality within the shire, alongside a review of Not Achieved Control Points within the water schemes that Council operates. Waiting on results from risk assessment workshop before next steps for the DWMS review.	30/06/2022	100%	Achieved

Action(s)	Progress	Target	%	Status
<p>4.3.1.3 Ensure accuracy of linear water and waste water assets in the asset information system.</p>	<p>Council requires up to date asset records and locations for linear water and sewer mains in order to more effectively and efficiently provide water and sewer services to customers. With the appointment of a new assets engineer in Council there is an increased ability to capture this information and record it appropriately within the Asset Management System. Water Section is working with the Assets and Projects section of Council to undertake this as part of updating Asset Management System in Tech1 and undertaking Fair Value assessment in 2022. During the closeout of defects for the Narrabri Water Augmentation project locations of some water mains constructed have been clarified and asset details to be included within asset system as part of this project. Procedures for asset registering for new projects to be reviewed and updated to ensure accuracy of asset records for linear water and sewer infrastructure, with excess funds from fair value assessments in 2022 to be redirected towards this activity. Council has engaged the services of GIS consultants to update assets in GIS system and ensure GIS records are kept up to date.</p>	<p>30/06/2022</p>	<p>50%</p>	<p><b>Not Achieved</b></p>



# Capital *works*



**NARRABRI SHIRE**  
DISCOVER THE POTENTIAL



# Directorate: Planning, Strategy and People

## Development Services

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
722003	Planning & Environment Capex – New Narrabri Animal Shelter Facility (Carryover 2020/2021)	All design and preparation works scheduled for 2021/2022 completed. Quotation for the works has now been accepted. Construction phase has commenced. Project Control Group (PCG) has been established and meets regularly to guide project delivery.	350,000	9,314	100%
<b>Total</b>			<b>350,000</b>	<b>9,314</b>	

## Economic Development

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
722001	N2IP Capex – Northern NSW Inland Port Land Purchases	Settled on 134 hectares of land at the Northern NSW Inland Port site on 30 September 2021. Land purchases finalised.	1,768,672	1,755,000	100%
722002	N2IP Capex – Northern NSW Inland Port Water Licence Purchase	Settled purchase of water in the amount of 286ML on 17/09/2021. Settled a further 410ML of water on 30/09/2021.	288,042	286,000	100%
<b>Total</b>			<b>2,056,714</b>	<b>2,0041,000</b>	

# Directorate: Corporate and Community Services

## Airport Services

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
700399	Airport Capex – Terminal Design (Carryover from 2020/2021)	The terminal design has been placed on hold.	0	7,319	35%
722006	Airport Capex – Airport Re-Seal	The Airport Re-seal has been completed.	305,000	313,345	100%
722007	Airport Capex – New Airport Shed	This project has been placed on hold for the interim.	70,000	0	25%
			<b>375,000</b>	<b>320,664</b>	

## Financial Services

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
722008	Procurement Capex – Store Warehouse Racking Equipment	Project completed.	40,600	40,600	100%
<b>Total</b>			<b>40,600</b>	<b>40,600</b>	

## Information Services

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
722041	IT Capex – Laptops	Council ordered required laptops. After initial delivery was delayed due to COVID- 19 all laptops for the 2020/2021 asset renewal program arrived in January 2022. Laptops for the 2021/2022 asset renewal program were ordered in Quarter 4 2022.	20,000	4,584	100%
722004	IT Capex – Monitors	Monitors arrived in June 2022. Were distributed to staff and installed in July 2022.	5,000	1,520	100%
721006	IT Capex – Mobility Devices	All ordered. Tablets arrived in Quarter 2 2022 and are operational. Project completed.	40,000	24,698	100%

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
700318	IT Capex – Connect Depot with Fibre Optic	This project was completed on 23/11/2021.	77,593	66,133	100%
722047	IT Capex – Upgrade Backup Storage	Equipment has arrived and is ready to install when needed.	11,225	11,225	100%
722059	IT Capex – Soft Phone System Headsets	Soft Phone system implemented and went live on 18/05/2022.	11,000	9,270	100%
<b>Total</b>			<b>164,818</b>	<b>117,429</b>	

## Library Services

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
721062	Library Capex – Mobile Library Van (Public Library Infrastructure Grant Funded)	Delivery of the Van has been pushed back to November 2022 due to production delays incurred by current market issues such as COVID-19.	151,727	13,876	15%
<b>Total</b>			<b>151,727</b>	<b>13,876</b>	

## Property Services

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
700010	Property Capex – Narrabri Depot Stores Office Construction (Carryover 2019/2020)	The final design for the Narrabri Depot Stores office is being finalised with the relevant stakeholders. DA to be relodged with updated plans and specifications. Following DA approval quotations for the construction will be sourced. Possible delays due to current material and trades shortages.	0	445	25%
722005	Property Capex – Demolish Old Boggabri Bowling Club	DA is ready to subject once Crown Landowner's consent is approved. The contractor has been appointed. Works to commence in October 2022.	200,000	163	25%
721053	Property Capex – Narrabri Caravan Park – Amenities Building Refurbishment	Refurbishment works are progressing. Works are due to be completed by October 2022.	85,000	81,349	80%

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
721054	Property Capex – Boggabri – New Doctors House (VPA Funded)	The procurement process has commenced. Experiencing significant price inflation due to timber shortages and a shortage of local and suitably qualified tradespeople. The Development Application for the dwelling has been lodged.	3,000	4,460	10%
721055	Property Capex – Gwabegar Hall (DCP2 Funded)	Project completed.	6,552	6,552	100%
722042	Property Capex – Wee Waa – Community Building Refurbishment (Murray -Darling Basin Economic Development Program Funded)	Building works are now completed. The grand opening was on Saturday 12/03/2022.	188,205	147,516	100%
700026	Property Capex – Boggabri – Caravan Park Upgrade	Stage one of the Boggabri Caravan Park upgrade has been completed with the park operational.	0	92	100%
700328	Property Capex – Narrabri – Admin Building refurbishment (Stage 2)	Admin building refurbishment on hold. Works subject to available funding and a further review of workspace.	15,000	4,331	0%
722046	Property Capex – Narrabri Residents Furniture	Council house has now been furnished.	9,000	16,754	100%
722058	Depot Capex – Chemical Wash-Down Bay	Scope of works completed. Construction to commence in 2022/2023. Budget will carryover to 2022/2023.	60,000	0	25%
<b>Total</b>			<b>566,757</b>	<b>260,447</b>	

## Saleyard Services

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
721009	Saleyards Capex – Infrastructure Renewal (Carryover 2020/2021)	The scanner for transit cattle has been installed and is operational	10,000	29,960	100%
<b>Total</b>			<b>10,000</b>	<b>29,960</b>	

## The Crossing Theatre

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
700022	TCT Capex – The Crossing Theatre Band Room Refurbishment (incl Storage) (Carryover 2020/2021)	This project was completed but has now been damaged by the November 2021 flood event.	61,382	67,361	100%
722052	TCT Capex – Replace Entry Doors with auto doors (50/50 Grant)	Project completed. Accessible automatic doors installed at the front entry to The Crossing Theatre.	0	24,698	100%
<b>Total</b>			<b>61,382</b>	<b>67,361</b>	

## Tourism and Community Development

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
700350	Tourism Capex – Gateway Signage (Carryover 2019/2020)	Council has received formal concurrence from Transport for NSW (TfNSW) for the installation of the new gateway signage. Council is now working with contractors regarding manufacturing and progressive installation.	321	321	90%
722009	Tourism Capex – Town Signage	This project has been deferred to 2022/2023 due to lack of funding.	0	0	40%
700349	Tourism Capex – Digital Signage	Minor works completed.	0	0	100%
722053	VIC Capex – Replace Entry Doors with auto door (50/50 Grant Funded)	Project completed. Accessible automatic doors installed at the front entry to the Visitor Information Centre.	0	12,760	100%
<b>Total</b>			<b>321</b>	<b>13,747</b>	

# Directorate: Infrastructure Delivery

## Cemetery Services

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
700132	Cemeteries Capex – Narrabri Lawn Cemetery – Renew Internal Roads & Carpark	Designs have been completed as this project was to be combined with the kerb and gutter project tender this project is now on hold to next financial year. The funds have been re-voted to projects in Wee Waa and Boggabri Cemeteries to improve their access roads.	50,000	0	10 %
721050	Cemeteries Capex – Gwabegar – Columbarium Wall Construction (Carryover 2020/2021)	Columbarium wall completed in July 2021.	7,000	6,982	100%
722045	Cemeteries Capex – Wee Waa – Upgrade Entrance Road	Designs complete and work scheduling in progress.	0	0	25%
			<b>57,000</b>	<b>6,982</b>	

## Fleet Management

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
700087	Fleet Capital Acquisitions	Capital Fleet acquisitions proceed following the approval of the Capital budget and progress through Council's normal procurement guidelines. Supply has been impacted by COVID-19 and manufacturer's - some assets will carry over mainly Light Vehicles – especially Toyota. All Larger plant has been supplied.	3,753,000	2,707,292	100%
<b>Total</b>			<b>3,753,000</b>	<b>2,668,194</b>	

## Parks and Open Spaces

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
700231	P&OS Capex – Wee Waa – CBD Upgrade (VPA) (Carryover 2020/2021)	Council has ordered sculptures and will install on arrival.	50,000	145	40%
700069	P&OS Capex – Pilliga – Anzac Park – install new playground equipment (Carryover 2018/2019)	Project completed.	2,545	2,545	100%
700070	P&OS Capex – Pilliga – Anzac Park – install shade shelter (carryover 2018/2019)	Project completed in July 2021.	40,962	40,962	100%
700072	P&OS Capex – Pilliga – Rural Transaction Centre – replace amenities (Carryover 2018/2019)	Project completed in July 2021.	50,000	44,571	100%
721031	P&OS Capex – Pilliga – Sports Precinct Planning (Carryover 2020/2021)	Project completed in June 2022.	22,828	14,555	100%
721035	P&OS Capex – Narrabri – Collins Park Main Gate Shared Pathway (Carryover 2020/2021)	Project is now completed.	0	0	100%
721043	P&OS Capex – Mt Kaputar – Signage and Shelter (Kaputar Road SR5) (Carryover 2020/2021)	Carpark and landscaping completed in July 2021. Shelter installed in January 2022. Carpark sealing completed in June 2022. Project completed in June 2022.	24,037	38,376	100%
722015	P&OS Capex – Tourism Hub	Work scheduled for 2021/2022 completed. Plans and designs are complete. Construction phase will begin after approvals for native title have been resolved.	50,000	20,326	100%
722016	P&OS Capex – Renewals Program	Preparation works scheduled for 2021/2022 completed. Contractor awarded and due to commence painting works in Quarter 1 2023.	60,000	0	100%
721028	P&OS Capex – Narrabri – Collins Park – Grandstand Renewal (Carryover)	Painting and repairs contractor awarded and is due in Quarter 1 2023.	0	0	25%
722017	P&OS Capex – Sporting Fields Renewals Program	Quotations from contractor currently being sourced. This project will be aligned with works in Boggabri and Wee Waa to attract a wider range of contractors.	14,400	14,400	10%

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
721063	P&OS Capex – Pilliga – Pilliga Park Improvements (Grant Funded – LRCI)	Concrete slab and footings installed, and Electric BBQ procured in July 2021. Shelter tables and BBQ installed in March 2022. Project completed in March 2022.	50,369	50,369	100%
700419	P&OS Capex – Bellata – Drought Stimulus Multi-Purpose Court (DCP2 Funded) (Carryover 2020/2021)	Concrete foundations laid in July 2021. Multisport Court installed in January 2022. 3 picnic tables installed in March 2022. Project completed in March 2022.	140,000	140,605	100%
700421	P&OS Capex – Narrabri Creek Shared Pathway Stage 4 (DCP2 Funded) (Carryover 2020/2021)	The pathway was installed in September 2021. This project was combined with the Collins Park Main Gate Shared Pathway.	120,000	108,107	100 %
700058	P&OS Capex – Bellata – Bellata Oval – Replace Wire Fence (DCP2 Funded) (Carryover 2020/2021)	Quotations from contractor currently being sourced this project will be aligned with works in Boggabri and Wee Waa to attract a wider range of contractors.	0	0	10%
700409	P&OS Capex – Narrabri – Tennis Court Infrastructure (SCCF3 Grant)	Lighting has been installed, fencing to be installed in September 2022 with concrete ramps.	45,883	45,883	50%
700355	P&OS Capex – Narrabri – Jetty Area – additional pathway	Pathway linking to the Narrabri Jetty Area completed.	0	11,536	100%
722055	P&OS Capex – Collins Park Electronic Scoreboard (Grant Fund)	Electronic scoreboard installed.	18,000	15,460	100%
			<b>689,024</b>	<b>547,840</b>	

## Projects and Assets

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
721049	Projects Capex – TechOne Quality Management System Implementation	Council's Governance and Risk team are working with a cross section of Council to undertake a development of an Integrated Management System. Once that project is completed, implementation into TechOne will be undertaken.	31,912	0	0%
			<b>31,912</b>	<b>0</b>	



## Sewerage Services

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
722035	Sewer Capex – CCTV Equipment	Project Completed in January 2022. CCTV equipment will enable assessment of sewer mains at a reduced cost to Council. Suitable equipment identified. Equipment purchased, delivered and training provided to staff. Equipment operational.	61,000	60,556	100%
722036	Sewer Capex – Narrabri STP Options Study	The Sewerage Treatment Plant at Narrabri is approaching its treatment capacity and infrastructure at the plant is showing noticeable signs of deterioration. Number of different options available for Narrabri Sewerage Treatment, requiring an options study and unification of previous reports to identify the most appropriate course of action. Number of reports done by consultants within last few years, with current growth rates and future projections remaining before ultimate options study can commence. Dependencies upon major strategic projects happening locally, including IWCM, SAP and N2IP and utility works associated with projects. Project to be carried over to 2022/2023.	40,000	0	30%
722037	Sewer Capex – Narrabri Sewer Mains Replacement	There are localised points within the Narrabri sewer scheme that experience higher number of sewer chokes and service interruptions. These have been identified for upgrades. Scope of works to be determined and procurement finalised by December 2022. Schedule of rates contract can be used by Council to engage contractor directly. Project to be carried over to 2022/2023.	96,925	1,949	45%
722038	Sewer Capex – Narrabri Zimmerman Street Pump Station Upgrade	The Zimmerman Street sewer pump station is experiencing pumping issues due to mechanical failures within the pump station. It has been identified by further investigation into the project that there may be a systemic issue with the hydraulic loading on the pump station and the design of the receiving rising main. This is to be included into the Narrabri sewerage treatment plant options study as part of strategic assessment of the Narrabri sewerage scheme.	70,000	0	25%

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
722039	Sewer Capex – Wee Waa – Sewer Mains Replacement	There are localised points within the Wee Waa sewer scheme that experience higher number of sewer chokes and service interruptions. These have been identified for upgrades. Scope of works to be determined and procurement finalised December 2022 Standard rates contract to be used to engage contractor directly. Project to be carried over to 2022/2023.	109,000	0	30%
722040	Sewer Capex – Wee Waa – Installation of Sewer Grinder Pumps	Grinder pumps that can self-clear blockages within the pump are to be installed within Sewer Pump Stations D, E and F in the Wee Waa sewerage scheme. This will help reduce incidences of maintenance as well as reduce health and safety risks of accessing pump wells. Pumps installed June 2022, waiting on programming for smart component of pumps to finish commissioning of grinder pumps.	100,000	67,950	95%
700129	Sewer Capex – Telemetry Upgrades	With the available funds for the project, it has been identified that fibre optic connection to the NSTP will increase the reliability of the SCADA system and telemetry operation for sewer operations. This has been installed this year.	0	0	100%
700120	Sewer Capex – Boggabri – Sewerage Treatment Works Augmentation (Carryover 2020/2021)	Minor rectification works completed during the warranty period to increase longevity of the asset. Closeout completed. Project completed, awaiting final invoices.	50,000	50,310	100%
700124	Sewer Capex – Narrabri – Pump Stations Improvement Works (Carryover 2020/2021)	Safety improvement works completed at the sewer pump stations. Works included the installation of handrails and signage. Project completed.	30,000	28,785	100%
700126	Sewer Capex – Wee Waa – Sewerage Treatment Works Augmentation (Carryover 2020.2021)	Minor rectification works completed during the warranty period to increase longevity of the asset. Closeout completed. Project completed, awaiting final invoices.	50,000	15,668	100%
722050	Sewer Capex – Narrabri – STP Environmental Improvements	Identified by NSW EPA assessment from environmental incident mid 2021 that dredging of stormwater overflow pond at Narrabri STP required. Works involve removal, storing, drying and testing of material prior to disposal. Procurement to commence by December 2022. Project to be carried over to 2022/2023.	260,000	0	15%
722051	Sewer Capex – Narrabri – STP Fibre Connection	Works completed in Quarter 3 2022.	10,125	10,125	100%
			<b>877,050</b>	<b>10,085,167</b>	

## Solid Waste Management Services

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
700027	Waste Capex – Narrabri Landfill – Construction of a New Cell	Tender awarded and management plans received for Synergy Resource Management. Mobilisation for plant material to commence on 10/01/2022. Construction quality assurance engineer engaged by Council. Leachate Management Plan under review by the EPA. Landfill environmental management plan and soil and water management completed and approved by the EPA. Construction to commence on Cell 1 from 10/01/2022. Delays expected with the manufacturing of the liner material due to COVID-19 and flooding in QLD. The manufacturing company continues to update both Synergy and Council to assist with the planning and construction operations. Constructive Solutions engaged by Council to project manage. Delays in the manufacturing of the liner material continue to push out the completion date until September 2022, at this time.	2,365,000	766,233	75%
700343	Waste Capex – Narrabri Landfill – Improvements	Leachate Management Plan approved by the EPA. Money for this project diverted into the Cell construction project. Landfill Environmental Management Plan and Soil & Water Management Plan completed. Ground water channel system maintenance commenced at Narrabri Waste Management Facility by Council's Waste Team.	50,397	37,600	100%
<b>Total</b>			<b>2,415,397</b>	<b>803,833</b>	

## Swimming Pools

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
721020	Pools Capex – Boggabri – Chemical Dosing Upgrades (Carryover 2020/2021)	Chemical dosage system is completed.	74,172	60,942	100%
721021	Pools Capex – Boggabri – Building Improvements & Asbestos Removal (Carryover 2020/2021)	Asbestos has been removed and new wall linings installed minor cladding to the pump shed is still ongoing with contractor to complete works in August 2022 during winter shut down.	21,040	18,978	95%
722010	Pools Capex – Narrabri 50m Pool - Replace 3x Sand Filters	Filters have been installed and project completed.	80,000	62,966	100%
722011	Pools Capex – Narrabri – Tile Replacement in Pool Shell	Tiles and expansion joints have been replaced project is complete.	18,000	17,885	100%
722012	Pools Capex – Wee Waa – Paint Shell and Surrounds	Project completed.	15,000	13,836	100%
722013	Pools Capex – Boggabri – Paint Shell and Surrounds	Painting will be completed in September 2022.	15,000	7,108	50%
722014	Pools Capex – Narrabri Replace Indoor Heat Mats	Heat mats have been installed and project completed.	30,000	26,530	100%
721025	Pools Capex – Wee Waa – Chemical Dosing (Carryover 2020/2021)	New chemical dosing units and self-bunded acid unit installed. Project completed in September 2021.	7,034	0	100%
721026	Pools Capex – Wee Waa – Replace Asbestos Lining (Carryover 2020/2021)	Removed all asbestos from all public amenities' buildings at the Wee Waa Pool. Replaced with Colourbond. Project completed in July 2021.	31,710	31,710	100%
721019	Pools Capex – Narrabri – Aquatic Pool Tile Replacement (Carryover 2020/2021)	Works completed in 2020/2021. Remaining invoices receipted and expended in Quarter 1 2022.	0	495	100%
			<b>291,956</b>	<b>240,450</b>	

## Transport

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
700102	Roads Capex – Bullawa Creek Bridge SR6 Eulah Creek Road, Concept, Geotechnical	Geotechnical investigation and concept design are completed.	27,520	0	100%
700314	Stormwater Capex – Stormwater Renewals	Trevena Lane (SR123) floodway completed.	150,000	78,180	100%
700306	Roads Capex – Shire Road Reseals	Works completed in December 2022.	550,000	210,759	100%
700096	Roads Capex – Culgoora Road (SR30) Upgrade	Land acquisition has been finalised, however, project has now been deferred to 2022/2023 following the November 2021 flood and uncertainty of time surrounding the land.	32,663	65,761	0%
700307	Roads Capex – Town Streets Rehabilitation	Works have been deferred to 2022/2023.	0	0	0%
700309	Roads Capex – Town Streets Reseal	Works are nearing completion, awaiting line marking that is scheduled to occur in Quarter 1 2023.	334,498	119,914	90%
700405	Roads Capex – Flood Damage Restoration (Flood Event 8-2-2020)	Works are progressing well on the IRW works and the REPA claim has been finalised and works are well under way. An extension has been granted for the completion of these works, due to the additional flood events in the Shire.	3,700,000	1,074,999	60%
721037	Roads Capex – Spring Creek Bridge Replacement (Carryover 2020/2021)	Construction has been completed and opened to traffic.	366,094	366,094	100%
721040	Stormwater Capex – Narrabri Aquatic Centre – Replace Discharge System (Carryover 2020/2021)	Investigation works have been completed and are awaiting follow up works to commence in 2022/2023.	25,580	0	25%
700198	Roads Capex – Pilliga Road (MR127) Rehab (REPAIR/Block) (carryover 2020/2021)	Project completed after facing numerous delays due to significant adverse weather.	112,032	177,091	100%
721041	Roads Capex – Killarney Gap Road (MR133) Rehabilitation (next stage)	Construction was delayed due to the rain. Construction to be completed in July 2022.	800,000	349,762	80%
722018	Roads Capex – Pilliga Road (MR127) Upgrade	Works have been deferred to 2022/202 due to the wet weather and the funding approval being delayed.	0	0	0%
722019	Roads Capex – Regional Roads Reseals	Works completed. Awaiting final invoices to close out the project.	141,000	126,720	100%

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
722020	Roads Capex – Millie Road (SR1) (6.5 km)	Works delayed due to inclement weather. Construction works have commenced on Stage 1. Project scheduled to be completed in 2022/2023.	3,605,340	111,679	20%
722021	Roads Capex – Seal Harparary Road (SR11) to Browns Lane Intersection	Survey equipment procurement and survey component of the project was completed in Quarter 2 2022. Road construction component has been deferred to 2022/2023, following the November 2021 flood event.	124,735	124,735	10%
722022	Roads Capex – Culgoora Road (SR30) Rehabilitation	Project completed.	1,300,000	1,390,583	100%
721059	Roads Capex – Wave Hill Road (SR18) Upgrade (VPA)	Construction works have been completed. Whole 1.5 km of road upgraded from gravel to sealed in Quarter 1 2022.	652,000	565,805	100%
722023	Roads Capex – Shire Roads Resheets	Gravel re-sheeting program is complete.	732,000	699,063	100%
721057	Roads Capex – Replace Boston Street Bridge	Construction is progressing well, with piling, pile caps and abutments completed. Delays have occurred due to inclement weather and rising river levels.	3,480,000	1,378,950	50%
721045	Roads Capex – West Precinct	Works on the rehabilitation of Old Newell Highway have been completed. Council is still awaiting approval for the level crossing to be reopened from John Holland Rail/UGL.	3,000,000	142,892	25%
722026	Roads Capex – Footpath (Selina & Guest Streets)	Extra funding is being sought to complete the project. Council funds have been deferred to allow announcement of the grant.	0	0	0%
722027	Roads Capex – Tullamullen Bridge and Green Hills Quarry Design and Investigation	Investigation work has commenced and involved parties have been approached. Council is currently working through the required approvals.	0	0	20%
700310	Footpaths Capex – Renewals	George Street, Wee Waa shared path nearing completion. Works on Dangar Street, Narrabri have commenced and are progressing well.	0	0	70%
700410	Roads Capex – Carinya Road (SR143) Upgrade	Project completed.	266,720	64,930	100%
700101	Roads Capex – Boston Street Bridge – Concept & Geotechnical	Concept design and geotechnical analysis completed. Contract has been awarded.	0	33,125	100%
700372	Roads Capex – Narrabri – Maitland Street Road Surface Replacement (Carryover 2020/2021)	Works completed in 2020/2021. Remaining invoices receipted and expedited in 2021/2022.	0	0	100%

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
700391	Roads Capex – Horse Arm Creek Bridge Replacement (Carryover 2020/2021)	Works completed in 2020/2021. Remaining invoices receipted and expedited in 2021/2022.	24,905	24,905	100%
721058	Roads Capex – Flood Damage (March 2021)	Immediate restoration works have been completed and work continues in preparing the REPA claim for resubmission.	0	1,597,552 <sup>20</sup>	35%
722048	Roads Capex – Flood Damage (November 2021)	Damage assessments were finalised in January 2022. IRW works have been approved and are scheduled. REPA claim is now being prepared for submission.	0	653,036 <sup>21</sup>	10%
700305	Roads Capex – Shire Roads – Resheeting	Gravel re-sheeting program completed.	0	8,348	100%
721038	Roads Capex – Narrabri – Collins Hogan Leitch Ovals Access Roads	Project deferred to 2022/2023, following November 2021 Flood Event	0	0	0%
721065	Footpath Capex – Wee Waa – George Street Shared Path (TfNSW Grant)	Project complete.	467,000	326,740	100%
722025	Roads Capex – Wee Waa – Doreen Lane (SR46) Rehabilitation	Project is scheduled for commencement early 2022/2023.	0	0	0%
700304	Roads Capex – Shire Road Rehabilitation	Project commenced and scheduled to be completed in 2022/2023.	0	1,079	10%
700134	Roads Capex – Barney Creek Bridge Replacement	Project commenced and scheduled to be completed in 2022/2023.	0	0	10%
700156	Footpath Capex – PAMP Cooma Road Shared Pathway	Project commenced and scheduled to be completed in 2022/2023.	0	0	10%
722043	Roads Capex – Saleyards Lane/Newell Highway intersection	Project scheduled to commence in 2022/2023.	100,000	0	10%
722044	Roads Capex – K&G Replacement 2021/2022	Works completed.	280,000	391,844	100%
722054	Roads Capex – R4R8 – 029 – Bullawa Creek Bridge Replacement	Project commenced and scheduled to be completed in 2022/2023.	0	358	10%

<sup>20</sup> \$132,065 of expenditure moved from capital to operational.

<sup>21</sup> Total expenditure moved from capital to operational.

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
722056	Roads Capex – Barwon & Tibbereena Street Pedestrian Crossing	Works commenced and scheduled to be completed in 2022/2023.	0	42,001	75%
722062	Roads Capex – Yarrie Lake to Pilliga Road Freight Route	Project commenced and scheduled to be completed in 2022/2023.	0	91,515	10%
722063	Roads Capex – Shared Path Dangar Street (BP to Gibbons Street)	Project commenced and scheduled to be completed in 2022/2023.	0	52,196	10%
723001	Roads Capex – Caloola Road Realignment	Project commenced and scheduled to be completed in 2022/2023.	0	1,702	10%
<b>Total</b>			<b>20,272,087</b>	<b>10,272,318</b>	

## Water Services

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
722030	Water Capex – Boggabri – Water Mains Renewals	Grantham Street completed with Wee Waa Street and Oakham Street to be the next water mains for replacement. Smaller sections of water mains around Boggabri have been sequentially replaced over the financial year to reduce incidents of main breaks. Remaining scope for designer to be engaged to finalise procurement. Schedule of rates contract determined to still be usable and can engage contractor directly once design is completed. Project to be carried over to 2022/2023.	198,122	129,550	75%
722031	Water Capex – Narrabri – Water Mains Renewals	Lines identified in Fitzroy Street and Guest Street for priority upgrade for water pressure and water quality. Scope of works to be determined and procurement finalised by December 2022. Schedule of rates contract able to be used, with contractor able to be directly engaged. Engaging designer for works to inform going to contractor. Project to be carried over to 2022/2023.	348,268	42,944	30%



Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
722032	Water Capex – Wee Waa – Water Mains Renewals	One line identified in Boolcarrol Road for priority upgrade for water pressure. Scope of works to be completed and procurement finalised by December 2022. Schedule of rates contract able to be used, with contractor able to be directly engaged. Engaging designer for works to inform going to contractor. Project to be carried over to 2022/2023.	150,000	0	30%
722028	Water Capex – Operational Upgrades at Existing Facilities	Operational upgrades are being undertaken at the outlying water and sewer schemes to assist in bore productivity, Compound security, dosing, reservoir conditions and reliability of the water network. These works are also contingent upon Drinking Water Management System Review and associated Not Achieved Control Point levels for each of the outlying schemes. Project put on hold until review has been completed.	250,000	34,732	60%
722029	Water Capex – Chlorine Monitoring On-line	Council is undertaking works to automate the chlorine sampling and monitoring system as part of disinfection quality control within the reticulated water network. This is to include online instrumentation, as well as integration into SCADA. This has a reliance upon the review of the Drinking Water Management System (DWMS) and associated Not Achieved Control Points (CCPs) for disinfection levels and monitoring points. DWMS risk review taken place in February 2022 and determined that chlorine monitoring is required at outlets of reservoirs. Have engaged contractor for regular servicing of chlorine dosing units and determined additional monitoring and automation required to be installed at these units. Further detail of monitoring points and equipment needs to be determined and detail of this will be a result of the Drinking Water Management System review process. This project is on hold until the review is completed.	100,000	0	30%

Capital Works Description		Progress	Adopted Budget as at 01/07/2021	Expenditure as at 30/06/2022	% Completed
722033	Water Capex – Wee Waa – Bore Pump Upgrade	Upgrading the bore pumps for Wee Waa will maintain the asset life of the bore to help maintain the security of the Wee Waa water supply. Alma Street bore failed late February 2022 and investigation and Not Achieved repairs were required to the bore casing, pump and associated piping and telemetry. Funds associated with this project to be reallocated to these emergency repairs. Repairs completed mid-March 2022. Determined as part of repairs that assessment of pump and bore conditions required in future financial years, and this is to be programmed for future years.	60,000	54,185	100%
722034	Water Capex – Wee Waa Stop Valve Replacement	Maintaining stop valves in the Wee Waa water reticulation scheme helps Council maintain a reliability of service and response times for emergency repairs to water mains. This program will work to build upon the replacement program undertaken in previous years. Project to be carried over to 2022/2023.	30,000	0	65%
700193	Water Capex – Wee Waa – Reservoir Roof & Access Steps	Roof work and access steps required for top of Alma Street, Wee Waa reservoir to increase safety in access and security of water supply and water quality. Further investigation of works required. Identified that budget insufficient to complete works as well as more details required for scoping of job. Project postponed until 2022/2023.	6,262	0	30%
700114	Water Capex – Narrabri – Water Augmentation (Carryover 2020/2021)	Defects liability period completed, and bank guarantees returned to contractor. Project completed.	53,610	53,610	100%
700188	Water Capex – Gwabegar Bore Replacement (Carryover 2020/2021)	Bore replacement finalised in July 2021, awaiting relocation of chlorine dosing unit. Scope of works associated with this project and budget has been completed as per specifications with new project to be opened for additional work to chlorine dosing units and other matters identified by the Drinking Water Management System risk assessment at Gwabegar.	50,000	62,168	100%
700379	Water Capex – Narrabri – Maitland Street Water Mains Replacement (Carryover 2020/2021)	Defect repaired in June 2021 and expenditure rolled to 2021/2022.	0	2,015	100%
			<b>1,246,262</b>	<b>282,410</b>	

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