



# Narromine Shire Council

## Annual Report

### 2013/2014



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# Mayoral Welcome



I was extremely honoured and proud to be elected Mayor in September 2012 by the newly appointed Council for its inaugural term 2012/13, and later for 2013/14 and 2014/15, for my fourth and fifth terms. I thank my fellow Councillors, the General Manager and Senior Staff, for their support and guidance as we all strive to make Narromine Shire a better place to live, work and play.

It has been a challenging but rewarding time and I commend to you this Annual Report which highlights the many achievements for the period 2013/14 and future priorities.

During this period Council also had to respond to various reviews undertaken by the NSW State Government to assess our financial sustainability, progress with the implementation of our asset management plans, our level of collaboration with our colleagues in the Orana Region of Councils, and to look at possible new council models such as Rural Councils, Joint Organisation of Councils, alliances and so forth. The Council is looking forward to the new Minister for Local Government releasing details on the respective models as Council strives to be "Fit for the Future" to remain as a stand-alone Council so we have a strong voice for our community.

The biggest issue the councils in NSW face is that we are heavily reliant on government grants and we all have infrastructure backlogs with roads, water, sewerage etc; however there is not enough to go around, so we have to look at other options such as raising government sponsored low interest loans, increasing charges, reviewing service levels, using non-restricted reserves, looking at special rate variations and so on. Council is well positioned financially but more needs to be done to address our asset lifecycle backlogs. Consequently Council has been successful in receiving a low interest loan of \$3m under the NSW State Government Local Infrastructure Renewal Scheme in order to improve the road network infrastructure, after consulting with our constituents.

Nevertheless it has been a busy year, despite the many reviews with the ongoing strategies of our Integrated Plan which sets our Council direction during this term with the implementation of asset plans, long term financial plans and a workforce plan. Our main priorities have been to focus on the flood levee extension, move the Cenotaph in Narromine to a safer place, adoption of strategic plans for the Narromine Aerodrome, implementing our roads management structure and practices, finalisation of the plans for waste, recreation and water, sewer and community facilities during 2014/15 and beyond.

In order to take advantage of the strong agribusiness in the Shire, our transport links, closeness to Dubbo and the emergence of mining, Council consults with an economic development group to advise Council on what it needs to do within its statutory constraints to attract industry, jobs and population growth, and to complement this with a reliable water supply for our rural sector and towns, then the future indeed looks bright.



# Mayoral Welcome

The potential for development is high as reflected by recent interest in industrial and residential land and the expansion of the Skypark residential development. The proposed Inland Rail route will come through our Shire close to Narromine providing further economic opportunities in the future.

In closing, I thank you, the community, for your patience and your input in making this the great rural shire that it is.

Cr W P McAnally  
**Mayor**



# Community Vision and values

Narromine Shire is ideally situated in the heart of the rich Macquarie Valley. Narromine, on the banks of the Macquarie River, offers a quality rural lifestyle and yet is just 39 kms away from the regional city of Dubbo.

The Shire covers an area of 5224 km<sup>2</sup> within central New South Wales and has a population of approximately 6,850. The Shire comprises three urban centres of Narromine, Trangie (population 800) 35 km to the west, and Tomingley (population 50) 35 km to the south. The remaining residents live in the surrounding rural areas.

Crops such as wheat, barley, maize, oats, canola, soy bean, sorghum, lucerne and cotton, contribute significantly to agricultural output. Other farm enterprises include stone fruit, citrus fruit, the largest commercial lime orchard in Australia, olive trees, and commercial flower and market gardens. The Shire also produces prime lambs, wool and cattle. Major commercial nurseries and research facilities at Narromine support the national forestry and vegetable industries and Trangie Research Centre is one of the largest broad acre agricultural research centres in Australia.

Narromine offers numerous opportunities to potential investors and the pro-active Shire Council will assist wherever possible. The planned future direction for the Shire is to encourage industrial development and provide a rural quality of life. The Shire is centrally located in the State with excellent links to capital cities, and the port of Newcastle. Significant mineral resources have been discovered near Tomingley.

The Shire has a moderate and stable climate, an abundance of raw materials, an established irrigation industry and relatively cheap land. The Shire also has an excellent labour base including capable tradespeople in virtually every industry. The local and regional network of suppliers and support industries is also excellent.

Narromine is considered the best gliding area in Australia and one of the three best in the world. Pilots from many overseas countries visit Narromine every year and the State and National Championships are held here on a regular basis. The Aviation Museum complex highlights the extraordinary history of the aerodrome including a stopover for many famous aviators, providing a training base for pilots during WWII and instruction for Qantas pilots. The Aerodrome is also home to a replica Wright Brothers Plane, along with a number of restored historic aircraft.



# Community vision and values

## Vision Statement

In 2023, Narromine Shire will be: A highly desirable place to live, work and conduct business, and where shire residents care for one another and the natural environment.

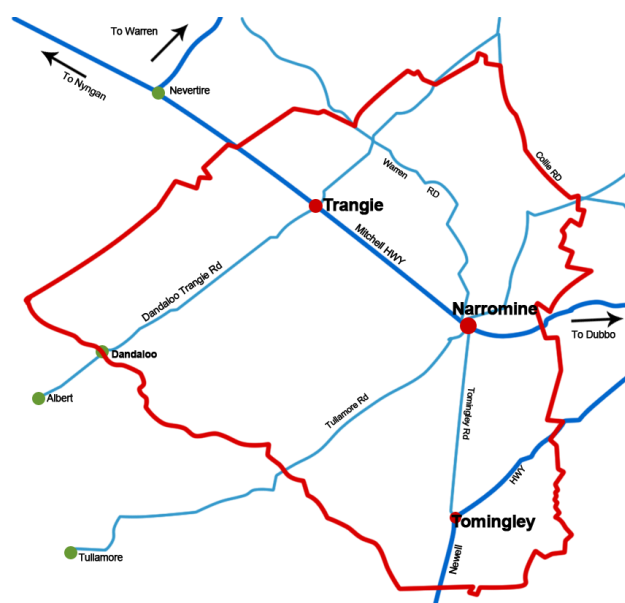
## Our Mission

To enhance our Shire's image, lifestyle and environment through effective leadership, community involvement and commitment to serve.

## Our Values and Principles

That guide the Council will be:

- Council will practice and display civic leadership, integrity, a willingness to consult with shire residents, accountability and transparency;
- Council services will be accessible and affordable for all shire residents;
- Council services will not compete with commercial service providers or duplicate services from another organisation;
- Council will be supportive of volunteers, service clubs and other groups who wish to contribute to public use facilities, services and community wellbeing;
- Council places high value on the proper management, protection and where required, restoration, of the natural environment.
- Council will encourage new business development in the shire which contributes to the social and economic strength of the shire community, and which will not impact negatively on the natural environment.



# Councillors



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# General Manager's Message



I am pleased to present Narromine Shire Council's 2013/14 Annual Report to Residents on Council's achievements in 2013/14 and future priorities for 2013/14 as outlined in Council's adopted Delivery Program and Annual Operating Plan. Please take the time to read them; they outline the many tasks undertaken and achieved by Council in the last year.

The past financial year was the second in which Council developed and implemented the four year Delivery Program, one year Operational Plan, supported by a comprehensive Resourcing Strategy which addresses asset management, workforce planning and a ten year long term financial plan. It was also the second term of the new Council, elected in September 2012, who endorsed the strategies therein for the community.

Council has "fine-tuned" its organisational structure and made significant staff changes to ensure there is more stability with the retention and promotion of key Staff who are focussed upon delivering the best outcomes for the Narromine Shire. One critical change was the establishment of the Asset Management Unit for the development of funded works programs, aligned to the Asset Management Plans, with the Directors to undertake the projects plus upgrading the important functions of Records, Information Technology, Events, Tourism and Economic Development.

Council has developed seven (7) Infrastructure Asset Management Plans – Water, Sewerage, Waste, Roads, Aerodrome, Buildings and Recreational Facilities, and is contemplating breaking some of them into smaller asset plans such as Saleyards and Pools to ensure works programs are geared to sustaining the life cycle of the asset within the available resources. Strategic plans are being developed for all of the assets which will enable the level of service, retention or otherwise of the asset to be reviewed by Council and fully informed decisions made by them on a planned, non ad hoc basis.

To date, during this 2013/14 period, Strategic Plans have been developed for the Narromine Aerodrome, Roads, Water, Sewer and Waste following extensive community consultation, during 2013/14 and the remainder, Recreation and Community Facilities thereafter. Internally, our Roads Management practices are being improved in consultation with our community needs and civil engineering consultants, with productivity gains anticipated to complement our Roads Asset Management obligations. The same process will apply for all other areas of Council's responsibility in order to ensure our financial and asset management capability. This will require a review of our levels of service in due course.

Currently, Council has been assessed by NSW Treasury and the Office of Local Government, as being in a "reasonable" financial position in the short to medium term, and is being encouraged to investigate the opportunities for shared services with our neighbours. Council has now received the NSW State Government's response to the Independent Review Panel's Report and its reaction to the many positive recommendations to assist Local Government to utilise other income streams and options.



# General Manager's Message (Cont'd)

Consequently Council has to demonstrate to the NSW State Government that it has the "scale and capacity" to be a stand-alone Council that meets the "Fit for the Future" criteria.

Council has formed strong alliances within the Orana Regional Organisation of Councils (comprising 12 other councils), the Lower Macquarie Water Utilities Alliance (12 others), the Macquarie Regional Library (3 others), Orana Arts and Netwaste, etc. This enables Council to participate in the 'shared resources' philosophy as part of a Joint Organisation of Councils to be established and maintain a sustainable financial position sought by the State Government to ensure Council retains its independence as a 'stand-alone' Council in lieu of the possibility of being a western dormitory suburb of the proposed Dubbo Regional Council, along with Wellington Shire, to the east of Dubbo.

Investigations into the extension of the flood levee for Narromine, improving sewer and water quality security and infrastructure for the Shire's towns and villages and continuing to consult with the community in improving the roads system and upgrading recreational facilities are a few key priority area "big ticket" items in the 2014/15 budget.

During 2013/14 the majority of projects proposed to be done were achieved and those that were not completed will be carried over into the next year. Very few projects were not completed, as outlined in this Annual Report, which is a credit to the Council, senior staff and operational staff.

Council is working hard to make the difficult decisions needed to ensure it is an efficient entity to provide the services the community seek in a cost effective manner, within the available resources, and has been laying the platform for this to occur during 2013/14. Please take advantage of the opportunity to attend any one of our forums, when they are held, to seek your input on the management of assets within the Narromine Shire area and any changes to levels of service, any other matter of concern or any suggestions you may have to make our Shire more efficient and effective.

On behalf of Council and Staff, I look forward to working with the community in making this an even better Shire than it is with the finalisation of the feasibility study for possible routes of the flood levee, upgrading water and sewer infrastructure and improving our roads network, to name a few critical areas, to increase our capability to entice people and businesses to relocate to our towns and rural areas.

Greg Lamont  
**General Manager**

# How We Operated in 2013/2014



Greg Lamont  
General Manager



Vas Roberts  
Director Corporate  
& Community  
Services



Chris Brook  
Director Planning &  
Environmental  
Services



Yvonne Clarke  
Director Finance &  
Corporate Strategy



Kerrie Murphy  
Director  
Engineering  
Services

Narromine Shire Council had six operational divisions responsible for the implementation of Council's Delivery Program which directed the everyday operations of the Organisation.

The Divisions in 2013/2014 were:

## Engineering Services

Included the activities of Transport, Sewerage Services, Water Supply/Stormwater Drainage, Parks and Landcare Services, Community Facilities, Corporate Facilities

## Planning & Environmental Services

Included the activities of Waste Services, Built & Natural Environment, Health Services

## Finance & Corporate Strategy

Included the activities of Accounting Services, Information Technology and Customer Services

## Corporate & Community Services

Included the activities of Corporate Services and Community Services

## Economic Development Unit

Included the activities of Shire Development dispersed throughout the operation divisions of Council.

## Human Resources Unit

Included the activities of Human Resource Services, Industrial Relations, Workplace Health and Safety and Worker's Compensation for the organisation.

# Strategic Priorities

There are a number of important issues confronting the Shire and will require resolution over time to ensure the long-term wellbeing and prosperity of the Shire. These include:

## *The image of Narromine and the Shire*

The Shire has much to offer residents and visitors, with clean, vibrant towns, beautiful parks and gardens and excellent services such as a modern medical centre. With our close proximity to a major centre we are able to provide both residents and visitors access to a wider variety of requirements whilst enjoying the quiet rural environment.

## *Facilities and Services*

The challenge facing us is maintaining and improving our current facilities and services, without incurring further increases to rates and charges. One of the most important service levels expected by our community is the improvement of roads and drainage, as well as maintenance of our streets.

## *Maintaining and Improving Infrastructure*

We need to ensure that we have appropriate infrastructure to support growth of the economy and population. While the further deterioration of the local road network, for example, will have a negative impact on our Shire in the short term, the long term effects will extend to a State and National level. Without a sustainable road network, the movement of agriculture produce and machinery will be hindered. This will significantly impair the Shire's ability to produce food and fibre, creating economic consequences at a national level. The major challenge will be funding the maintenance and capital improvements required.

## *Our Regulatory Function*

Council must comply with public and environmental regulations and health standards to maintain a safe and healthy community. This regulatory role can sometimes be misunderstood. Council needs to educate the community more effectively on the benefits these regulations have in the long term.

## *Leadership and Delivery of Ideas*

Too often it appears that we identify means by which to improve our Shire, yet fail in their delivery. Furthermore, there have been great efforts made by many organisations yet the results have been limited due to a lack of coordination of these groups. This area needs addressing.



# Strategic Priorities (cont'd)

## **Summary**

Based around these issues, strategies and specific action statements have been developed to work towards delivering the communities vision for Narromine Shire 2023. The strategies and actions of Narromine 2023 are detailed in Council's Delivery Program and Operational Plan (2013-2014).

Council's Annual Report is one of the key points of accountability between a council and its community. It is not a report to the Office of Local Government or to the NSW Government; it is a report to the community. The Annual report focuses on Council's implementation of the Delivery Program and Operational Plan because these are the plans that are wholly the Council's responsibility. The report also includes some information that is prescribed by the Local Government (General) Regulation 2005. This information has been included in the Regulation because the Government believes that it is important for community members to know about it – to help their understanding of how the council has been performing both as a business entity and a community leader.

This report focuses on Council's key activities and the achievements in relation to those activities for the 2013/2014 year.



# Transport

**To develop and support a network of roads which are approved heavy vehicle transport routes which adequately and safely service local industries. To meet reasonable community expectations for a roads network that is safe and serviceable. To ensure accessible facilities are available for people with limited mobility. To continue to improve the number and length of walking and cycling paths, particularly to Council facilities and Tourism sites. To maintain sides of roads (mowing of grass) to increase visibility of animals and for fire hazard reduction.**

## Achievements in 2013/2014

- Adoption by Council of the Roads Strategy and Roads Asset Management Plan and 10 Year Roads Plan.
- Successful in gaining a NSW government grant (\$850K) for construction of Heavy Vehicle route and construction.
- Maintenance Grade: 495km of unsealed roads, and 233km of table drains and shoulders.
- Widened existing seal: Weemabah Road (2.4km), Mungeribah Lane (1.8km), Tullamore Road (MR354) (6km), Backwater Road (1km).
- Re-gravelled sections of: Narwonah Road, Frecklingtons Crossing, Farrendale Road, Raeburn Lane.
- Resealed sections of Narromine town streets: Derribong, Ellengerah, and Merilba.
- Resealed sections of Trangie town streets in Mungery, and Burroway.
- Resealed sections of Dandaloo Road, Burroway Road, Euromedah Road, Jefferies Road, Ceres Siding Road, Tullamore Road (MR354), and Trangie-Collie Road (MR347C).
- Constructed 210m of new footpath in Dandaloo Street, Narromine.
- Removed 6 non-required cattle grids and rehabilitated footprint.
- Relocated Crossing at St John's School, Trangie.
- New footpath, cycle ways and pedestrian facilities policy developed.
- New kerb and gutter policy developed.
- Footpath and kerb and gutter 10 year plans adopted by Council.
- Widening of Peak Hill Railway Road (1.6km).
- Hazard reduction undertaken on 26 shire roads.

## Strategies Not Yet Achieved

- Maintenance grading "contractor trial" and review to be undertaken.

## Future Priorities

- Continue to develop heavy vehicle bypass routes throughout the Shire.
- Revaluation of roads network including bridges and footpaths.
- Road culvert condition assessments and 10 year replacement program to be developed.
- Reduce renewals backlog by using LIRS to borrow \$3M.
- Road verge spraying program to be developed and implemented in conjunction with hazard reduction slashing.

# Transport (Cont'd)

## Future Priorities (Continued)

- Line marking for roads and town streets registry created and 10 year plan to be developed.
- Widen existing seal on Weembah, Widgeree, Dubbo Collie and Eumungerie (MR572) roads.
- 12 cattle grips (various locations) to be removed and road reinstated.
- 4 new mobility parking spaces to be constructed.
- Off-road cycle way and kerb and guttering extension to be developed at Burroway Street.
- Seal extension on Tyrie Road.





# Sewerage Services

**To meet reasonable community expectations regarding Council's Sewerage Service.**

## **Achievements in 2013/2014**

- Adoption of Sewerage Strategy and 10 year Business Plan.
- 52 clay mains relined with a PVC liner.
- Narromine Sewerage Plant minor upgrades.
- Installed pump station rag removal system complete with controls and alarm systems.
- CCTV investigation undertaken for residential mains.

## **Strategies Not Yet Achieved**

- Upgrade telemetry system in accordance with Council policy.
- Extend sewer for IGA development.

## **Future Priorities**

- Additional 30+ clay mains to be relined.
- Sewerage extension in Burroway Street (for IGA development)
- Upgrade telemetry system.
- Narromine STP inlet works remediation.
- Narromine STP aeration system replacement.
- Trangie STP replacement of inlet works and screening system.
- Trangie STP mechanical equipment upgrades.
- Trangie STP complete replacement of electrical switchboard and control equipment.
- Trangie STP install new telemetry monitoring and alarm systems.
- Trangie STP fencing of ponds.



# Water Supply/Stormwater Drainage

**To improve the management of stormwater drainage. To improve flood protection in Narromine. To meet reasonable community expectations regarding the provision of the domestic water supply.**

## **Achievements in 2013/2014**

- Adoption of water strategy and 10 year business plan.
- Water main renewals: Manildra Street, Terangion Street, Mingelo Street, Meryula Street, Temoin Street, and Alagalah Street.
- Replaced numerous house service lines and upgraded/replaced numerous water meters.
- Constructed 130m of new kerb and gutter at Mingelo Street, Narromine.
- Introduced a \$25 storm water management rate levy to fund urban drainage capital works and renewals so that Council is no longer reliant on ratepayers to contribute thousands of dollars towards individual capital projects.
- Replaced valves in water reticulation.
- Maintained active membership of Lower Macquarie Water Utilities Alliance.
- Continued investigations into the feasibility of extending the Narromine Levee.
- Drinking water quality continually monitored. Samples taken from Narromine and Trangie on a weekly basis and Tomingley on a monthly basis.
- Investigated potential to construct replacement bores in Trangie.
- Investigated potential to install water softening system in Trangie.

## **Strategies Not Yet Achieved**

- Stormwater drainage and reuse management plan to be developed in concert with the implementation of the water supply and sewerage strategic business plans.
- Install rising mains in Trangie.
- Extend water main for IGA development.
- Draft and implement policy for backflow prevention.

## **Future Priorities**

- Upgraded telemetry system in accordance with Council policy.
- Continue to support and promote the Lower Macquarie Water Utilities Alliance.
- Construction of additional bore in Narromine.
- Further backflow devices.
- Remove remaining dead ends in system in Trangie to maintain drinking water quality.
- Continue to finalise plans for levee upgrade.
- Adoption and implementation of drinking water quality improvement plan.
- Drilling and fit out of two new bores at Trangie.

# Water Supply/Stormwater Drainage (Cont'd)

## Future Priorities (Continued)

- Design and construction of 5000m of new rising main system in Trangie.
- Design and construction of new disinfection system at Trangie.
- Drilling and fit out of two new bores at Narromine.
- Design and construction of 1200m of new rising main system in Narromine.
- Design and construction of new disinfection system at Narromine.
- Design and installation of new telemetry and alarm system.
- Watermain replacement extension in Burroway Street (for IGA development), A'Beckett Street, and Merilba Street.
- Strategy and asset management plan for urban drainage.





# Parks & Landcare Services

**To ensure appropriate provision, management and the effective use of all open space and recreation facilities. To ensure that appropriate plant choices are used significantly in town and village entrance plantings, along access routes and in park plantings. To engage with the community and external agencies to deliver programs that reduce weeds and feral pests, promote works in or near waterways, improve water quality, reduce unnatural stream, bank and gully erosion, improve aquatic biodiversity, improve the condition of the Wetlands.**

## **Achievements in 2013/2014**

- New playground equipment, soffit and shade structure installed at McKinnon Park, Narromine.
- Upgraded irrigation at Rotary Park play area.
- Installed new BBQ Swift Park, Trangie.
- New bubblers installed at Dundas and Payten Ovals.
- New soffit installed at Argonauts Park, Trangie.
- Perimeter fence upgraded at Burns Oval, Trangie.
- Replaced Burns Oval toilet block.
- New picnic table installed at Tom Perry Park.
- Released 4500 Murray Cod Fingerlings and 6800 Golden Perch fingerlings into the Macquarie River.
- Maintained active membership of Salinity and Water Quality Alliance.
- Liaison with Riversmart to improve river health and awareness of ecosystems at the Wetlands.

## **Strategies Not Yet Achieved**

- Sports User Group workshops were not required during the period.

## **Future Priorities**

- Continuation of dollar for dollar native fish stocking program.
- New playgroup equipment, soffit and shade structure for Commodore Park, Narromine.
- New swings set and soffit for Bicentennial Park, Trangie.
- Upgrade irrigation system in Swift Park, Trangie.
- Upgrade irrigation system in Argonaut Park, Trangie.
- Solar lighting for Swift Park, Trangie.
- New bin surrounds for the main street, Narromine.

# Parks & Landcare Services (Cont'd)

## Future Priorities (Cont'd)

- Install new seating and picnic tables in Commodore Park, McKinnon Park, Bicentennial Park and Dundas Park.
- Cale Oval toilets to be refurbished.
- Cale Oval upgrade to lighting control cabinets.
- Dundas Oval seating and picnic table to be installed.
- Installation of new toilet block for Noel Powell Ovals.
- Fence dog off leash area at Rotary Park.



# Community Facilities

**To provide medical and allied health accommodation facilities that are attractive to practitioners. To advocate for access to high quality health care facilities and services. To ensure adequate cemetery services are maintained. To meet reasonable community expectations regarding Council owned buildings.**

## **Achievements in 2013/2014**

- New toilet block installed at Trangie Cemetery.
- New seating installed at Trangie Cemetery.
- New headstone foundations constructed at Trangie Cemetery.
- Continued refurbishment of Trangie Library.
- Installed new toilet block at Wetlands, Narromine.
- Renovation completed of former Girl Guides Hall in Trangie.
- Kitchen and bar area rebuilt following the fire at Trangie Showground.
- Narromine Library facade painted.
- New female amenities block constructed at Trangie Showground.
- Repairs to Trangie Main Street toilets.
- Upgrades carried out to Narromine Museum building.
- Upgrades carried out to Narromine Pool house.
- Continue with alterations and fit out of Administration building.
- New air-conditioner installed at Medical Centre.

## **Strategies Not Yet Achieved**

Nil

## **Future Priorities**

- Underground the power into the Narromine Showground.
- Raise and seal the betting ring at the Narromine Racetrack.
- Install stormwater harvesting at the Narromine Racetrack.
- Electrical upgrades to the Trangie Showground pavilion.
- Repairs to Tomingley school roof and guttering and install new rainwater tanks.
- Refurbishment of Trangie Memorial Hall toilets.
- External repainting of Tomingley Community Centre.

# Community Facilities (Cont'd)

## Future Priorities (Continued)

- Construction and replacement of three new bus shelters, Narromine.
- Install new shade structures at Macquarie Valley Family Day Care.
- Carry out extension to Aviation Museum building.
- Replace carpet in the History Room at the Narromine Library.
- Replace carpet and paint the internal surfaces of Trangie Doctor's house.
- Install new seating at Tomingley Cemetery
- Install a new headstone foundation, Narromine Cemetery
- Construct new road within Narromine Cemetery
- Refurbish Pathology collection rooms, Narromine Medical Centre.
- Refurbish Administration and Customer and Service Payments Centre car park.





# Corporate Facilities

**To maintain aerodrome infrastructure to increase the viability and sustainability of aerodrome operations. To maintain saleyards facilities to meet users needs and improve viability.**

## Achievements in 2013/2014

- Aerodrome Strategy (Masterplan) adopted by Council.
- Aerodrome 10 Year capital improvement plan finalised.
- Development Application approved for Skypark Stage 4 land development.
- Constructed new access ramp to external toilets at Narromine Aerodrome.
- Hosted a successful AUSFLY in September 2013.
- Replaced the turnstile system, with electronic ticketing system both at Narromine and Trangie Pools.
- Replaced the filter pump at Trangie Pool.

## Strategies Not Yet Achieved

- Strategic masterplan for the Narromine Saleyards to be completed as part of Community Facility Asset Plans.

## Future Priorities

- Crack sealing of runway 04/22 Narromine Aerodrome.
- Lighting upgrade to Narromine Aerodrome.
- Install new storage area for glider trailers at the Narromine Aerodrome.
- Refurbish Narromine Depot Store and workshop offices.
- Install automatic gate openers and security intercom systems at Narromine Depot.
- Refurbish saleyards canteen, Narromine.
- Install automatic water system at Narromine Saleyards.
- Install floodlighting at Narromine Saleyards.
- Commence design for Hangar development at Narromine Aerodrome.
- Refurbish Trangie depot lunchroom/office.
- Install new security fencing at Trangie Depot.



# Waste Services

**To reduce our waste to landfill through effective waste management and recycling.**

## Achievements in 2013/2014

- Council adopted the first Waste Management Strategy in 2006. A review of the strategy commenced in May 2013 and was adopted in July 2014.
- Continued recycling kerbside collection service.
- The community education campaign was continued as part of the contract with JR Richards in affiliation with NetWaste.
- Approximately 100 tonnes cardboard recycled.
- In conjunction with NetWaste and Dubbo City Council, Council is participating in a regional investigation into recovery of organics waste.
- Continued to be a member of Netwaste. Projects included collection of e-waste, waste management support guide, household hazardous waste and assessment of landfill gas emissions.
- Geolyse commissioned by Council to undertake a review of the Waste Management Strategy. The document will be used as a guide to waste management; a tool for communicating with the community and a basis for implementation, monitoring and evaluation.
- Participation in the collection of household hazardous waste.
- E Waste collection and recycling contract facilitated through Netwaste.

## Strategies Not Yet Achieved

- Other than the final adoption of the Waste Management Strategy review, all other planned strategies were achieved.

## Future Priorities

- Investigate the feasibility of a home composting program.
- Extension of Narromine Waste Depot.
- Further review of Council's Waste Management Strategy in 2016/17.
- Upgrade perimeter fencing at Trangie Waste Depot.
- Investigate the feasibility of a kerbside green waste collection service.
- Organics, timber and wood contract to be renewed through Netwaste.
- Household cleanout contract to be renewed through Netwaste.
- Asbestos Policy to be reviewed and adopted. The policy aims to provide guidelines for the safe handling of asbestos by Council and other organisations.



# Built & Natural Environment

**To ensure that development within the Shire integrates ecological, sustainable development principles. Develop improved environmental practices in water, waste and energy usage, weed management and revegetation. To ensure that all developments incorporate waste water disposal systems that are operated in an environmentally sustainable manner. To provide an efficient service in the assessment of Development Applications and Part 4A Certificates.**

## Achievements in 2013/2014

- Comprehensive Development Control Plan completed with significant changes made to ensure the document is more user friendly.
- Local Heritage Assistance Fund to assist owners of older buildings maintain the more expensive older design elements of their homes and buildings.
- A total of 98 development applications approved and complying development certificates with a total value of work of \$12,234,898 million.
- Processed 218 planning (s.149) certificates.
- Issued 41 Construction Certificates.
- Completion of Strategic and Master Plan for Narromine Aerodrome.
- Completion of Narromine Agricultural Land Use Strategy – Intensive Plant Agriculture,

## Strategies Not Yet Achieved

- All planned strategies were achieved.

## Future Priorities

- Maintain Local Heritage Assistance Fund for maintenance and upgrades to older buildings.
- Develop a waste water disposal strategic plan incorporating on-site sewage management in consultation with key stakeholders.
- Commence re-zoning of rural residential land.



# Health Services

**To provide regulatory services to the Shire. Under the Narromine Liquor Accord promote greater awareness through local media, undertake a more coordinated approach to responsible drinking and ensure council management commitment at accord meetings.**

## Achievements in 2013/2014

- Food safety inspections carried out on food premises in Narromine, Trangie and Tomingley.
- Participation in Food Regulation Partnership program with NSW Food Authority.
- Attendance at North West Regional Food Group meetings and professional training.
- 4 inspections of licensed and accommodation premises undertaken to ensure fire safety and compliance to building standards.
- All complaints actioned in accordance with Council's complaints management system. Complaints received: 42 companion animal and stock on roads; 16 public health nuisance; 10 illegal waste dumping; 45 garbage service and 39 other.
- A number of complaints in relation to overgrown blocks were received and investigations carried out.
- Inspection of 10 private swimming pools for compliance with Swimming Pools Act and Regulations. All non-compliances require rectification works.
- Council working with residents to upgrade child resistant barriers.
- All residents urged to have their swimming pools registered with NSW Swimming Pool Register.
- Attendance of Narromine Liquor Accord meetings as required.
- Public education campaign conducted at reducing stray cats/dogs, promotion of registration and microchipping.
- Focus on crime prevention with staff attending Community Precinct Committee meetings.
- Building inspections were carried out in line with Council's statutory obligations under the environmental planning legislation.
- Compliance inspections carried out on existing developments.
- Developed a policy to carry out inspections of all privately owned swimming pools to ensure pool safety is maintained.

## Strategies Not Yet Achieved

- Companion animals de-sexing program, to be undertaken as required.

## Future Priorities

- Review alcohol free zones
- Inspect a minimum of 5 on-site sewage management systems a year.

**The loss of young children's lives through drowning is avoidable, so please register your pool.**





# Shire Development

**To promote positive media coverage and advertisements of Narromine Shire – position Narromine Shire as a vibrant, dynamic and attractive community; to foster opportunities and partnerships with the local indigenous community; to promote Narromine Shire Council to metropolitan and regional cities as a desirable destination; to plan and develop future land use release to facilitate development growth ; to identify skills shortages and employment needs of the community’s current and future needs; provide incentives for new business to establish within the Shire e.g. rate free periods and availability of serviced land; to ensure newcomers to the Shire, including people with English as a second language (ESL) are welcomed and integrated into the Narromine Shire community and they are provided with opportunities; to focus on crime prevention through collaboration with the Orana Crime Prevention Partnership and the Community Precinct Committee Meetings.**

## **Achievements in 2013/2014**

- Continued development of marketing collateral.
- Council regularly engaged with the indigenous community through support of events including NAIDOC Week and Reconciliation Day.
- Economic development group formed to assist in development of business and investment prospectus.
- Collaborative working relationship with the new Narromine Shire Economic Development Group to foster business and industry development within the Shire.
- Recruitment of a full time Manager, Events, Tourism and Economic Development.
- Increased marketing in regional and national publications to promote Narromine Shire as a desirable place to live, invest and conduct business.
- Release of Stage 4 – Skypark Estate, 10 lots with one sold.
- Established collaborative working relationship with neighbouring councils through participation in the Orana Economic Development Officers Network.
- Established working relationship through Inland Tourism Destination Management Group.

## **Strategies Not Yet Achieved**

- Welcoming newcomers to the shire including people with English as a second language and assisting with their integration into the Narromine Shire Community.
- Development and dissemination of welcome packs to all new residents.
- Host welcome functions for new residents, community group representatives, business owners and local agency representatives to provide an opportunity for new residents to establish contacts and networks within the community.
- Plan and develop the industrial estate extension – this is an ongoing project, with Council currently liaising with prospective developers.
- Develop a formal policy position on incentives for new business to establish within the Shire.
- Assist and support start-up business as required, subject to budget constraints, equity, fairness and legislative requirements.
- Adoption of a formal policy position on incentives e.g. rates.

# Shire Development (Cont'd)

## Future Priorities

- Completion of Business and Investment Prospectus.
- Upgrade of Council's website to include economic development and tourism.
- Review of tourism services delivery.
- Delivery of grant writing workshops for community and sporting groups.
- Implement a broader marketing strategy for Narromine Skypark Estate.
- Plan and develop the industrial estate extension.
- Facilitate workshops with existing tourist operators and community groups to promote the Shire.
- Develop a formal policy position on incentives for new businesses to establish within the Shire.
- Distribute welcome packs to all new residents.
- Host welcome functions for new residents, community group representatives, business owners and local agency representatives to provide an opportunity for new residents to establish contacts and networks within the community.
- Increase the number of aviation related events at the Narromine Aerodrome.



# Accounting Services

**To provide sound financial management. To take a whole of Shire approach to asset management and long term financial plans to conduct projects as resources allow. To continue to identify community needs and priorities for infrastructure investment and maintenance in the short, medium and long term.**

## Achievements 2013/2014

- Delivery Program and Operational Plan implemented during the year.
- A balanced and financially sustainable budget adopted by Council.
- Equitable rating strategies developed.
- Levies made and rates and charges collected in accordance with statutory requirements and Council policies.
- Monthly investment portfolio and detailed quarterly financial reports provided to Council.
- Annual Financial Accounts prepared in accordance with legislation and audited within the required timeframe.
- Debt service ratio at year end of 24.93 to 1 and an unrestricted current ratio of 4.92 to 1, together with available working capital of 2.705M, makes Council's overall financial position sound.
- Outstanding rates and charges at year end was 8.09%.
- All accounting data and returns recorded accurately and on time.
- Grants were actively sought throughout the year and all projects monitored to ensure corresponding grants were fully utilised where possible.
- All projects were scrutinised to check suitability for grant applications.
- Infrastructure investments were identified from community needs and priorities and these capital items were maintained during the year.
- The new Asset Management System was purchased and operational by year end. The system was used to generate depreciation and year end values for Council's Property, Plant and Equipment for the 2013/14 Financial Statements.
- Extensive community consultation was undertaken in regard to road infrastructure works. The consultation process was a major success for the Asset Management team with large numbers of shire residents attending the meetings. The results of the process were used to determine future road work priorities throughout the Shire. An application was submitted to the Local Infrastructure Renewal Scheme to assist in funding \$3M worth of road projects.

## Strategies Not Achieved 2013/2014

- Replacement financial/accounting software was deferred until the asset management software was purchased and operational.

## Future Priorities

- Continue sound financial management.
- Continue to strive towards financial sustainability.
- Installation and implementation of new financial/accounting software to replace current software.

# Customer Services

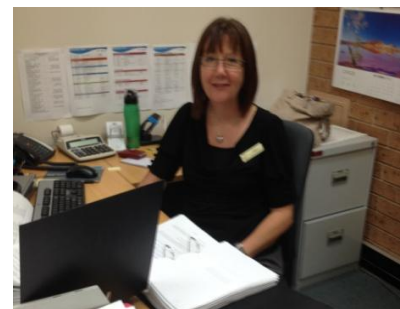
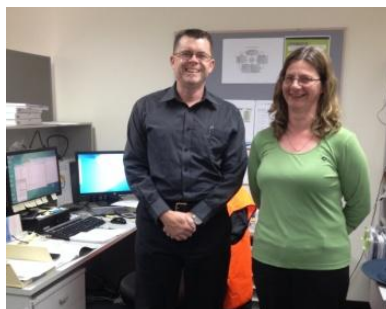
**To provide funding to community groups and organisations which assist Council through the provision of services and facilities used by residents. To develop and implement strategies and actions to ensure that the outcomes outlined in the Community Strategic Plan are achieved. To update Councillors and the community on Council's progress on the implementation of the Delivery Program and Operational Plan. To identify the agency/officer responsible for the execution of the Integrated Plans, Strategies and Actions. To ensure adequate IT systems are in place to support service delivery and accountability requirements. To embrace new technologies such as an interactive Council website, Facebook account and Twitter. To continue shopping for services and products locally where possible.**

## Achievements 2013/2014

- Council donated a total of \$18,480 to community groups during the year and \$5,000 in sponsorship.
- Strategies were implemented improving the stability of Council's IT system, increasing uptime especially during working hours.
- Network wide security measures were improved.
- System maintenance program completed at the Narromine Waste Depot with no reported "downtime" since.
- Extensive documentation of IT systems was begun.
- Monitoring of IT systems improved and automated.
- Major review of IT system undertaken.
- 188 new "help desk" requests received during the year, with 184 resolved within time period allocated. All requests investigated within 24 hours.
- Data backups conducted daily. Full backups conducted weekly. All backups monitored on a regular basis. Backup of system is being evaluated as part of the IT review.
- Council's Facebook and Twitter account are operational and monitored daily.
- Council's intranet maintained to increase efficiency and enhance customer service levels.
- Council currently purchases its services and products locally when it is financially prudent to do so.

## Strategies Not Yet Achieved

- All planned strategies were achieved.

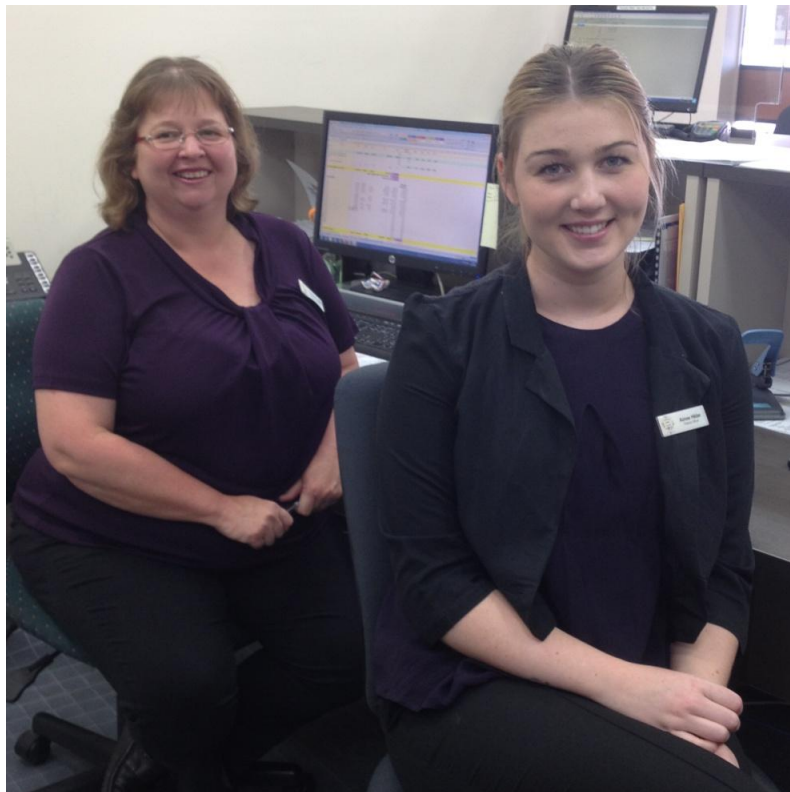




# Customer Services (cont'd)

## Future Priorities

- In partnership with the community review Council's Integrated Plan in accordance with the NSW Government's Integrated Planning and Reporting Legislation.
- A total of \$23,200 for donations to community groups has been allowed for in the 2014/2015 budget.
- Disaster recovery testing to be implemented.
- Improve staff utilisation of Help Desk system.
- Council will continue to shop locally for services and products where financially possible.
- Full review of the IT system is to be finalised and recommendations made on future direction and requirements.



# Corporate Services

**Run activities and events that celebrate our values and include all groups within the community. To improve communication with shire residents. To maintain an open and transparent relationship with the community. To meet all governance and regulatory requirements in the conduct of Council's operations. To advocate for the interests of the community with external stakeholders. To provide opportunities for community members to participate in Council's decision-making processes. To maintain a records management system that meets the needs of the organisation, the community and legislative requirements. Evaluate the ongoing effectiveness of community engagement strategies and activities through learning from each engagement initiative and modifying approach as required.**

## **Achievements in 2013/2014**

- The following events were held in partnership with the community: Pink Pigeon Race Day in aid of McGrath Foundation, Local Government Week, Senior's Week and Narromine Australia Day.
- Hosted 2 citizenship ceremonies during the year.
- Public forums, section 355 committees and various workshops held throughout the year which provided opportunities for community members to participate in Council's decision-making process.
- Council's Annual Report reviewed to ensure it aligns with Council's Delivery Program strategies.
- Annual report written, produced and made available to the public.
- Quarterly newsletter celebrating and promoting the positive aspects of Narromine Shire distributed.
- Regular columns and notes placed in Narromine News and Flatchat informing the community of important information.
- Responded to formal government information public access requests – total received during the 2013/2014 year - 4. Council continues to provide the public with information when requested outside GIPA.
- Legislative checklists distributed monthly to management to ensure compliance with legislative requirements.
- Annual review of insurance cover undertaken.
- Incoming and outgoing correspondence electronically registered and distributed.
- Eligible records disposed of in accordance with State Records Act 1998.
- Community's interests represented through submissions, presentations, letters and lobbying on topics of significant impact to the Shire.
- Advocated for better allocation of funding through OROC – cost shifting.

# Corporate Services (cont'd)

## Achievements in 2013/2014

- Submissions prepared for rural roads, infrastructure and services funding.
- Maintained partnerships with OROC, Lower Macquarie Water Utilities and LG NSW.
- Active membership and representation on OROC (Mayor Chair), GEMAC Advisory Committee, Association of Mines Related Councils.
- State Regional Emergency Management Committee meets quarterly.

## Strategies Not Yet Achieved

- All planned strategies were achieved.

## Future Priorities

- Pink Pigeon Race; Seniors Week Morning tea and entertainment at Trangie; Australia Day celebrations, Local Government Week, Youth Week program.



# Community Services

**To provide residents with greater access to childcare, vacation and after school care. To negotiate with facility users - Narromine and Trangie Showgrounds and Racecourses, community halls. To promote and maintain the number of people utilising the services of the Narromine Shire Libraries.**

## **Achievements in 2013/2014**

- Narromine Branch library had 29,152 visitations with 22,698 articles on loan during the year. The library also responded to 5,761 information requests.
- Trangie Branch Library had 12,976 visitations with 8,947 loans and 4,611 information requests.
- The libraries ran very successful promotional weeks, author visits, and events during the year. Narromine Shire is a partner with the Macquarie Regional Library which includes the Councils of Dubbo, Wellington and Warrumbungle.
- The Macquarie Valley Family Day Care provides the visitor information service from their office and have assisted tourists and residents with information during the last year.
- 350 children enrolled in Macquarie Valley Family Day Care in Narromine, Trangie and Warren.
- Macquarie Valley Family Day Care service assessed by NSW Department of Education and Communities as Meeting National Quality Standard.
- Narromine Shire Council Children's Services website maintained with profiles on educators uploaded.
- Continued a partnership with Macquarie Regional Library where vacation care children attend organised activities each holiday period.
- 40 children enrolled in Narromine Vacation Care.
- Applied for delegate scholarship to inaugural National Quality Framework conference in Sydney.
- Appointed New Manager/Nominated Supervisor and Administration Officer/Certified Supervisor.
- Participated in Narromine Christian School's Alphabet Adventure Day with feature letter "S" for sustainability.
- Supported Ngarru Mayin Elders Aboriginal Corporation by assisting with resources and community support.
- Produced a Quality Improvement Plan which reflects strengths and weaknesses of Macquarie Valley Family Day Care and ways in which to improve the service.
- Revised the philosophy to be more relevant.
- Bus trip for Narromine Vacation Care to visit Western Plain Taronga Zoo and Elston Water Park.
- Applied for additional grant funding for Narromine Vacation Care.
- Children visited Ngarru Mayin Elders Corporation to paint boomerangs and participate in cultural activities.
- Visited Lizard Land to see lizards and other metal sculptures.
- Formed a Youth Committee to discuss the needs of youth.



# Community Services (Cont'd)

## Achievements in 2013/2014

- Sourced grant funding to collect and re-use storm water from Les Gibson Pavilion at Narromine Showground. Work is now in progress.

## Strategies Not Yet Achieved

- All planned strategies were achieved.

## Future Priorities

- Extension to awning on track side at Trangie Showground (to be completed by Macquarie Picnic Race Club).
- Restoration of the Pavilion Roof at Narromine Showground (grant application submitted).



# Human Resource Services

**To support and empower staff to enable Council to be considered an employer of choice. To minimise Council's exposure to risk and promote a strong risk management culture within Council.**

## Achievements 2013/2014

- Human Resource policies created, reviewed and developed throughout the year.
- Creation and implementation of EEO Management Plan.
- Development of Recruitment and Selection Policy and panel members trained.
- Update of WHS Risk Register using Jardine Risk System.
- HR Advance used when needed to assist in the development of policies and HR correspondence.
- WHS audits continue to be completed to identify and ameliorate risk to Council and staff.
- Completion and implementation of Drug and Alcohol Policy and Procedure that incorporates random testing of staff and contractors.
- Completion and implementation of a Workplace Bullying Policy.
- Organisational structure changes made to improve efficiencies and manage the workload of existing staff.
- Salary system reviewed.

## Strategies Not Yet Achieved

- Completion and implementation of Performance Management system for staff.

## Future Priorities

- Completion and implementation of Performance Management system for staff.
- Continue to implement the competency based training and assessment system for plant operators.
- Update WHS risk register.
- Develop and implement new human resources policies.
- Continue to develop and implement WHS Risk Management plans, strategies and audits to identify and ameliorate risks to Council and staff.



# Community Events

## Youth Week

4 & 5 April 2014

In 2014 Narromine's Youth Week Event was held on 4<sup>th</sup> and 5<sup>th</sup> April. Activities commenced with a Bluelight Disco at the Narromine Golf Club from 6.00 pm to 8.30 pm. The following day approximately 100 youths between the ages of 12 – 25 participated in a range of different activities in the Dundas Park Youth Event. A free barbeque was followed by live DJ entertainment and giveaways as well as skateboarding/scooter competitions Council contributed 50% of the cost of the event. The remaining 50% was funded by a grant from NSW Office of Communities.

## Local Government Week

29 July – 4 August 2013

Council held mock Council Meetings for the primary school children in Narromine and Trangie and colouring in and essay writing competitions. All schools were presented with book prizes by Council. A mock Council Meeting to consider a supermarket development application was also conducted with the Seniors in Narromine which was followed by some light entertainment and a delicious morning tea.

## Seniors Week

20 March 2014

Council provided a morning tea for the seniors in the Shire and hosted a concert with singer Royden Donohue who sang Sweet Caroline, Danny Boy and other songs. He sang to a capacity audience of seniors at the Trangie Multipurpose Hall.

## Australia Day Celebrations

26 January 2014

Australia Day Celebrations were held at Dundas Park in Narromine and the Bowling Club in Trangie. Narromine's Ambassador was well known actor Simon Westaway. Trangie's Ambassador was Ruth Shanks, World President of the Associated Country Women of the World. The crowds were provided with free barbeque breakfasts followed by a variety of entertainment including thong throwing, face-painting, watermelon eating contests. Citizen of the year awards, sporting awards and community event of the year awards were presented by the Ambassadors.



# Statutory Report

Under the *Local Government Act 1993* and *Local Government (General) Regulation 2005*, Narromine Shire Council must provide information to the Minister for Local Government annually. This information is provided below –

## S428(4)(a) Council's audited financial reports -

Refer to Annexure One (Financial Statements)

## cl 132 Amount of rates and charges written off during the year -

\$38,463

## S428(4)(b) Details of Overseas visits undertaken -

No overseas visits were undertaken during the year by any Councillors, Council staff or other persons while representing Council.

## cl 217(1)(a1) Total cost during the year of the payment of expenses of, and the provision of facilities to, Councillors in relation to their civic functions –

Expense	Amount
Mayoral Allowance	\$17,283
Councillor Fees	\$89,356
Provision of dedicated office equipment allocated to Councillors	\$9,689
Travel allowance	\$14,070
Telephone calls made by Councillors	\$721
Attendance by Councillors at conferences and seminars	\$8,380
Training of Councillors and provision of skill development, including transport, accommodation and out-of-pocket expenses	\$2,348
Expenses of any spouse, partner or other person who accompanied a Councillor, being expenses payable in accordance with the Guidelines	Nil
Expenses involved in the provision of care for a child or an immediate family member of a Councillor	Nil
Other Councillor expenses (catering, election, stationery etc)	\$2,967
Interstate visits by Councillors, including transport, accommodation and other out-of-pocket travelling expenses	\$1,941
Overseas visits by Councillors, including transport, accommodation and other out-of-pocket travelling expenses	Nil
<b>Total</b>	<b>\$146,755</b>

# Statutory Report (Cont'd)

cl 217(1)(a2) Details of each contract awarded for amounts greater than \$150,000 -

Name of Contractor	Nature of Goods/Services Supplied	Total Amount Paid
Energy Australia	Electricity Supplies	\$224,815
Origin Energy	Electricity Supplies	\$458,348
Fulton Hogan Industries P/L	Emulsion & Road Sealing Works	\$1,505,375
JR Richards & Sons	Garbage & Recycling Collection	\$440,634
JW Bouchier & Sons	Fuel Supplier	\$414,302
Stephen Barlow	Water Carting	\$282,362
Stabilised Pavements	Supply and Delivery of Road Stablising	\$155,322

cl 217(1)(a3) Summary of the amounts incurred by the Council in relation to legal proceedings -

Nil

s67(3), cl 217(1)(a4) Summary of resolutions made under section 67 concerning work carried out on private land -

No resolutions were made during this period concerning work subsidised by Council and carried out on private land.



# Statutory Report (Cont'd)

cl 217(1)(a5) Total amount contributed or otherwise granted under section 356 (financially to assist others) -

\$18,480

cl 217(1)(a6) Statement of all external bodies that exercised functions delegated by Council-

No external bodies exercised functions delegated by Council during the year.

cl 217(1)(a7) Statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which Council held a controlling interest -

Council held no controlling interest in any corporation, partnership, trust, joint venture, syndicate or other body during the year.

cl 217(1)(a8) Statement of all corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which Council participated -

Council was a party to the following joint venture during the year –

- Macquarie Regional Library

cl 217(1)(a9) Statement of activities to implement Council's EEO management plan-

Council's EEO Committee is held in conjunction with Council's Consultative Committee Meetings.

cl 217(1)(b) Statement of the total remuneration comprised in the remuneration package of the General Manager -

Total remuneration package for the General Manager for the year was \$209,728. This includes bonus, performance or other payments that do not form part of the salary component; total amount payable by way of employer's contribution or salary sacrifice to any superannuation scheme to which the General Manager may be a contributor, total value of any non-cash benefits for which the General Manager may elect under the package and total amount payable by way of fringe benefits tax for any such non-cash benefits.

# Statutory Report (Cont'd)

cl 217(1)(c) Statement of the total remuneration comprised in remuneration packages of all senior staff members, expressed as the total (not of the individual members) -

There were no other staff positions that were determined as senior staff positions.

cl 217(1)(e) Statement detailing the stormwater management services provided (if levied) -

Council did not levy an annual charge for stormwater management services.

cl 217(1)(e1) Statement detailing the coastal protection services provided (if levied) -

Council did not levy an annual charge for coastal protection services.

s428A(1) State of Environment Report -

Refer to Annexure Two (State of Environment Report)

s54P Particulars of any environmental upgrade agreement entered into, in accordance with any requirements imposed under s406 -

Council did not enter into an environmental upgrade agreement during the year.

s508(2) & A Report on special variation expenditure if required to do so by the instrument made by the Minister -

There were no special variations during the reporting year.

Capital Expenditure Guidelines Report on capital works projects-

There were no capital projects which met the Capital Expenditure Guideline reporting requirements.

# Statutory Report (Cont'd)

cl 217(1)(f) Statement on activities relating to enforcing and ensuring compliance with the Companion Animals Act and Regulation.

Lodgement of pound data collection returns are submitted to the Office of Local Government as required. Reports relating to dog attacks are also submitted to the Office of Local Government as required. During 2013/2014 Council spent a total of \$142,718.89 on companion animal management and activities. Council undertook a campaign during the year to reduce stray cats/dogs by promotion of registration and microchipping. As part of Council's Delivery Program, plans are in place to conduct public education campaigns to promote de-sexing of cats and dogs. Council does not have a strategy document in place to seek alternatives to euthanasia for unclaimed animals; however attempts are made to re-home unclaimed companion animals where practicable to do so. A dedicated off leash area is provided.

s125(1) & cl 7, Schedule 2 Information included on GIPA activity.

Council received 4 formal access applications for the 2013/2014 year. Access was granted in full in accordance with the requirements of the Act.

s93G(5) Particulars of compliance with and effect of planning agreements in force during the year.

Council is party to the voluntary planning agreement associated with the Tomingley Gold Operations development and compliance with the agreement was maintained during the reporting period.

s31 & cl 4 Information on number of public interest disclosures and whether public interest disclosure policy is in place

In 2013/2014 Council did not receive any public interest disclosure reports. Council has adopted an Internal Reporting Policy which is based on the NSW Ombudsman's model internal report policy for Local Government.

s8(2) Report on compliance with the Carers (Recognition) Act 2010

Council is not a Human Service Agency under the Act; however Council has formulated a policy on our obligations under the NSW Carers (Recognition) Act 2010. We value the diversity of our employees and promote inclusive human resource practices. Council also recognises the importance of flexible work arrangements. All employees have the same rights, choices and opportunities. Allowance is also made to refund Councillors expenses involved in the provision of care for an immediate family member to allow the Councillor to undertake their civic duty.

# Contact Information

## Contacting Council

### **Customer Service & Payments Centre**

120 Dandaloo Street  
Narromine  
Open from 8.30 am to 5.00 pm Monday to Friday  
Telephone 02 6889 9999  
(for payments and general enquiries)

### **Council Chambers**

124 Dandaloo Street  
Narromine  
Open from 8.30am to 5.00 pm Monday to Friday  
Telephone 02 6889 9999  
(for general enquiries)

### **Correspondence**

All correspondence should be addressed to the General Manager and sent to:-

Narromine Shire Council, PO Box 115, Narromine, NSW, 2821

Email: [mail@narromine.nsw.gov.au](mailto:mail@narromine.nsw.gov.au)

Fax: 02 6889 9998

## Council's Contact Directory

Administration – 6889 9999  
Animal Control - 6889 9999  
Narromine Public Library- 6889 1088  
Trangie Public Library- 6888 7501  
Narromine Swimming Pool – 6889 1448  
Trangie Swimming Pool – 6888 7536  
Narromine Sports Centre – 6889 1180  
Narromine Waste Depot – 6889 9957  
Macquarie Valley Family Day Care – 6889 1368  
Tourist Information – 6889 9980  
SES (Floods and Storms) – 13 2500

After Hours – 6889 9999

# Community Connection

## Provision of Information

**Council Column & Notes:** every Wednesday a 'Council Column' is published in the Narromine News, featuring information about upcoming events, draft policies, tenders, public notices, Council Meeting dates and proposed developments. The 'Council Column' is also published fortnightly in the FlatChat News. Every Friday 'Council Notes' is published in the Narromine News with up to date information about Council services.

**Council's website** can be accessed at [www.narromine.nsw.gov.au](http://www.narromine.nsw.gov.au). The website includes up to date information about Council services, media releases, public notices, positions vacant and various other documents relating to Council operations.

**Quarterly Newsletter:** Council distributes a quarterly newsletter to all residents living in Tomingley, Trangie and Narromine.

**Twitter and Facebook:** Narromine Shire Council provides regular updates on social media channels

## Accessing Information

### Public Documents

Narromine Shire Council provides a number of documents to inform the community about Council operations and services. These include Business Papers and Minutes, Community Strategic Plan, Delivery Program and Operational Plan, Long-Term Financial Plan and Workforce Plan and Statutory Annual Report. These can be accessed from Council's website, the Customer Service and Payments Centre, Council Chambers or by contacting Council on 6889 9999.

### Public Officer

Council's Public Officer, Vas Roberts, can provide information on other documents not available on Council's website, and information under the Government Information (Public Access) Act 2009. The Public Officer can be contacted on 6889 9931.