
**NARROMINE SHIRE COUNCIL
ORDINARY MEETING BUSINESS PAPER – 26 JUNE 2024
REPORTS TO COUNCIL – GENERAL MANAGER**

1. INTEGRATED PLANNING AND REPORTING DOCUMENTS

Author	Director Governance
Responsible Officer	General Manager
Link to Strategic Plans	CSP – 4.3.1 Operate and manage Council in a financially sustainable manner that meets all statutory and regulatory compliance and Council policies DP – 4.3.1.1 Implementation of the Delivery Program and Operational Plan including Budget and Asset Management Plan on an annual basis.

Executive Summary

This report provides Council with the final attached Integrated Planning and Reporting Documents for consideration and adoption prior to 30 June 2024.

Report

The draft Integrated Planning and Reporting Documents consisting of the draft revised Delivery Program, Operational Plan (including budget, and fees and charges) and Long Term Financial Plan, together with the Draft Macquarie Regional Library Budget, Fees and Charges, Operational Plan 2024/2025 and Delivery Program 2024 - 2028 were endorsed by Council at its Ordinary Meeting held on 8 May 2024 and placed on public exhibition for a period of 28 days, which closed 5pm 7 June 2024.

Council did not receive any written submissions in relation to any of the documents.

Since placing the Draft Operational Plan 2024-2025 on public exhibition, Council resolved to purchase land for large lot residential subdivision, with a further report to be presented to Council to detail progress made an appropriate classification of the land under the Government Act (see report from Director Community and Economic Development). Council will need to resolve the proposed borrowing of \$1,300,000. Adjustments have been therefore made to the Statement of Revenue Policy, the Long-Term Financial Plan and the Delivery Program.

The Asset Management Plans have been revised to include the forecast costs reflected in the Long-Term Financial Plan.

Council has extensively considered the draft integrated planning and reporting documents through consideration of the documents at a workshop held on 30 April and at the previous Council Meeting held on 8 May 2024. Council should now be in a position to adopt the final attached Integrated Planning and Reporting documents being the four-year Delivery Program, Annual Operational Plan 2024-2025 (which includes the Statement of Revenue Policy and Fees and Charges), the Long-Term Financial Plan and Council's Asset Management Plans.

1. INTEGRATED PLANNING AND REPORTING DOCUMENTS (Cont'd)

It is noted that the rate structure for 2023/2024 includes valuations on hand as at 1 July 2022. The ad valorem figures as advertised in the 2024/2025 Draft Statement of Revenue Policy may differ from the figures shown in Table 1. These changes are a direct result from supplementary valuations received due to splits valuations, category changes and property amalgamations.

There have been a number of other minor amendments which include: -

- Corrected date on Delivery Program i.e. 2022/23 – 2025/26
- Internment services levy per burial and internment services levy for Ash internment statutory fees updated.
- Statutory planning and development fees have been updated.
- Statement of Revenue Policy Councillor and Mayoral Fees revised.

Financial Implications

The draft Budget has been prepared as a balanced budget whereby proposed income matches proposed expenditure – both Operating and Capital.

Legal and Regulatory Compliance

Under the provisions of section 406 of the Local Government Act 1993, the Council is required to consider all written submissions made within the public exhibition period and then, prior to 30 June 2024, adopt the final documents.

Risk Management Issues

Compliance with legislative requirements.

Internal/External Consultation

Council's Integrated Planning and Reporting documents have been published on Council's website, LED Board, Facebook, radio and via Council Column. The documents were also made available at the Narromine and Trangie Libraries, BP Service Station Tomingley and Council's Offices.

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1. INTEGRATED PLANNING AND REPORTING DOCUMENTS (Cont'd)

No written submissions were received.

Attachments

- Integrated Planning and Reporting Documents (**Attachment No. 1**)

RECOMMENDATION

1. That Council adopt the attached draft Integrated Planning and Reporting documents as outlined in the report;
2. That whereas Council has:
 - a. Prepared the draft Integrated Planning and Reporting Documents in accordance with Schedule 8 of the Local Government Act 1993 and has given public notice of the draft documents in accordance with Section 405 of that Act; and
 - b. Declared all rateable land in the area subject to the ordinary rate to be within one or the other of the categories specified in Section 514 of the Local Government Act 1993 and within sub-categories permitted within those categories and adopted by Council:

IT IS HEREBY RESOLVED:

1. That in accordance with Schedule 8 of the Local Government Act 1993, Council adopt the draft Integrated Planning and Reporting documents; including the 2024/2025 Fees and Charges and the Statement of Revenue Policy.
2. That the expenditure in the draft Operating Budget and the Capital Works Program, including the items within the draft Asset Management Plans for the year 2024/2025 be approved, and the necessary budget allocations to meet that expenditure be voted.
3. That the rate of interest on overdue rates and charges for the 2023/2024 financial year be set at 10.5% per annum for the period 1 July 2024 to 30 June 2025 (inclusive), being the maximum rate as set by the Office of Local Government.
4. That, in accordance with Section 535 of the Local Government Act 1993, Council make and levy an ordinary rate of the amounts specified in **Table 1** below on the land value of all rateable land in the area in the categories and sub-categories described respectively in the Schedule, for the year 2024/2025 and that the minimum amounts of the ordinary rate be specified in **Table 1** below, be levied in respect of each separate parcel.

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1. INTEGRATED PLANNING AND REPORTING DOCUMENTS (Cont'd)

Table 1

Category	No of Assmts	Rateable Land Value	Minimum	Ad Valorem	Estimated Income
Farmland	827	1,664,807,090	343.29	0.226689	3,780,066.59
Residential	376	81,892,760	343.29	0.360727	300,826.47
Residential - Narromine	1466.89	102,056,685	541.06	1.20205	1,246,785.18
Residential – Trangie	377	9,988,010	441.00	2.60709	263,441.01
Residential - Tomingley	26	896,700	267.88	1.21711	11,345.51
Residential - Skypark	61	7,057,000	541.06	2.36597	166,966.56
Business – Narromine	135.11	10,143,415	1,225.85	3.20959	357,828.47
Business – Trangie	50	1,049,830	1,138.66	8.66777	103,722.37
Business	81	13,189,640	599.91	1.32573	189,589.96
Business – Industrial Estate	38	6,627,000	1,089.94	0.76793	56,579.39
Business – Aerodrome Business Park	22	1,094,150	616.55	1.26491	16,394.80
Business – Craigie Lea Industrial Hub	0	0	616.55	1.09135	0.00
Mining	4	14,074,650	462.68	2.36787	333,705.41
TOTAL	3,464	1,912,876,930			6,827,251.72

5. That Council's service charges for 2024/2025 be set as per the draft Revenue Policy.
6. That Council adopt the draft Macquarie Regional Library Operational Plan 2024/2025 and draft Delivery Program 2024 - 2028.

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2. LOCAL GOVERNMENT REMUNERATION

Author	Director Governance
Responsible Officer	General Manager
Link to Strategic Plans	CSP – 4.3.1 Operate and manage Council in a financially sustainable manner that meets all statutory and regulatory compliance and Council policies

Executive Summary

This report provides information to Council to adopt the remuneration for the Mayor and Councillors for the 2024/2025 financial year.

Report

The Local Government Remuneration Tribunal has now released its Annual Report and Determination for 2024 (**See Attachment No. 2**).

Pursuant to section 239 of the Local Government Act 1993 the Tribunal determines the categories of councils and mayoral offices and the allocation of each council and mayoral office into one of those categories. The Tribunal has found that the allocation of councils into the current categories continued to be appropriate following an extensive review last year. Narromine Shire Council continues to be categorised as a Rural Council.

Pursuant to section 241 of the Local Government Act 1993 the Tribunal determines in each category of council, the maximum and minimum amounts of fees to be paid to Mayors and Councillors of councils.

The Tribunal has reviewed economic data, including the Consumer Price Index, Wage Price Index, full-time adult average weekly ordinary time earnings, NSW Public Sector increases and Local Government Award increases. The Base Cost Change model used by IPART in setting the rate peg for 2024-2025 was also considered. The Tribunal has determined that a 3.75% increase will apply to the minimum and maximum fees applicable to existing categories.

Council has the discretion to adopt the remuneration anywhere between the minimum and maximum fees set by the Local Government Remuneration Tribunal.

Legal and Regulatory Compliance

Pursuant to section 241 of the Local Government Act 1993, the Tribunal has determined that the annual fees to be paid in Category Rural to Councillors and Mayors is as follows:

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2. LOCAL GOVERNMENT REMUNERATION (Cont'd)

Fees for General Purpose Councils				
Category	Councillor/ Member Annual Fee		Mayor/Chairperson Additional Fee*	
	Minimum	Maximum	Minimum	Maximum
Rural	\$10,220	\$13,520	\$10,880	\$29,500

* This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (section 249(2)).

Financial Implications

The remuneration adopted by Council in 2023 was \$13,030 for Councillors and \$28,430 for the Mayor.

Should Council decide to adopt the 3.75% increase as determined by the Tribunal, the fee will be \$13,520 for Councillors and \$29,500 for the Mayor.

Council at its meeting held 13 April 2022 resolved to make superannuation contributions payments available for Councillors commencing 1 July 2022. Superannuation contribution as at 1 July will be 11.5%. This is paid in addition to the Councillor's annual fee and not in lieu of.

Risk Management Issues

Compliance with Local Government Remuneration Tribunal Determination 2024. Council cannot fix a fee higher than the maximum amount determined by the Tribunal.

If Council does not fix a fee, the Council must pay the minimum fee determined by the Tribunal.

Internal/External Consultation

Nil

Attachments

- Local Government Remuneration Tribunal – Annual Report and Determination 2024 (**Attachment No. 2**)

RECOMMENDATION

That Council adopt the maximum member annual fee for Councillors being \$13,520 per annum and the maximum Mayor/Chairperson additional fee being \$29,500 per annum.

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3. TRANGIE PLAYGROUP INC – LEASE PART TRANGIE SHOWGROUND

Author	Director Governance
Responsible Officer	General Manager
Link to Strategic Plans	CSP – 4.3.4 Ensure Council's property assets are monitored and well managed

Executive Summary

This report is presented to Council to determine the lease fee for the Trangie Playgroup Inc. to continue to utilise a portion of the Trangie Showground facilities.

Report

Previously, Council approved the Trangie Playgroup's use of the verandah and lawn area at the Trangie Showground once a week, as well as use of the room under the Grandstand for storage of their equipment, for a 12-month period, at a rental of \$1.00 payable on demand.

This 12-month temporary licence agreement will expire on the 30 June 2024 and the Trangie Playgroup have requested renewal for a further 12-month period with the same terms and conditions.

Council is the Crown Land Manager of this reserve. Under the Crown Lands Management Act 2016, Council is able to manage the reserve as if it were public land under the Local Government Act 1993. The land is classified as community land and categorised as Sportsground/General Community Use. Council's Plan of Management for the Trangie Showground and Racecourse identifies the Trangie Playgroup as a user of the facility and provides for continued use.

Financial Implications

The facilities have been provided at \$1.00 payable on demand.

Trangie Playgroup is a local non-for-profit organisation who is dedicated to providing a valuable program for young children and their families in their community.

Legal and Regulatory Considerations

The existing temporary licence agreement between Council and the licensee will expire on 30 June 2024. The licensee has requested renewal on the same terms and conditions.

Crown Lands Management Act 2016
Local Government Act 1993

3. TRANGIE PLAYGROUP INC – LEASE PART TRANGIE SHOWGROUND (Cont'd)

Risk Management Issues

The licensee is required to hold adequate public liability insurance coverage for the area they lease from Council.

The licensee is responsible for supervising the activities permitted by the licence agreement.

Internal/External Consultation

Licensee
Director Community and Economic Development

Attachments

Nil

RECOMMENDATION

That the Trangie Playgroup Inc. be authorised to utilise the verandah and lawn area at the Trangie Showground once a week, in addition to storage of their equipment in the room under the Grandstand, for a further 12-month period, at rental of \$1.00 payable on demand.

4. LEASE PART TRANGIE MEMORIAL HALL

Author	Director Governance
Responsible Officer	General Manager
Link to Strategic Plans	CSP – 4.3.4 Ensure Council's property assets are monitored and well managed

Executive Summary

This report is presented to Council to determine a lease fee for part of the Trangie Memorial Hall.

Report

The Trangie Men's Shed has leased a portion of the Trangie Memorial Hall for a number of years at a rental of \$1.00 payable on demand. The current lease agreement will expire on 30 June 2024.

The lessees have requested a new lease be entered into for a term of 5 years.

4. LEASE PART TRANGIE MEMORIAL HALL (Cont'd)

The Men's Shed is a not-for-profit community organisation owned and run by its members. It operates at a local level in the community, promoting social interaction, with the primary objective to advance the well-being and health of its members. The Trangie Men's Shed undertakes minor maintenance of the Trangie Memorial Hall and keeps the area clean and tidy.

Financial Implications

It is proposed that the rental remain at \$1.00 payable on demand.

Legal and Regulatory Compliance

A new lease agreement will need to be entered into. The lease preparation fee will be for the account of the lessee.

Risk Management Issues

The lessee is required to hold public liability insurance coverage over the area leased.

Internal/External Consultation

Licensee
Director Community and Economic Development

Attachments

- Nil

RECOMMENDATION

That a new lease agreement be entered into between Council and the Trangie Men's Shed for a 5-year term at a rental of \$1.00 payable on demand.

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5. ASBESTOS POLICY

Author	Director Governance
Responsible Officer	General Manager
Link to Strategic Plans	CSP – 4.3.1 Operate and manage Council in a financially sustainable manner that meets all statutory and regulatory compliance and Council policies

Executive Summary

This report is presented to Council to consider endorsing the revised Asbestos Policy.

Report

The Narromine Shire Council Asbestos Policy was first adopted by Council in September 2013. The policy outlines the role of Council and other organisations in managing asbestos; Council's approach to dealing with naturally occurring asbestos, sites contaminated by asbestos, the development approval process for developments that may involve asbestos, asbestos waste management procedures and general advice for residents on renovating homes that may contain asbestos.

The policy has been revised a number of times since it was first adopted and is due for further review.

Proposed amendments have been marked up for ease of reference and generally include updates to legislative provisions (**See Attachment No. 3.**)

Financial Implications

There are no financial implications associated with the revision and endorsement of this policy.

Legal and Regulatory Compliance

Environmental Planning and Assessment Act and Regulations
Protection of the Environment Operations Act and Regulations
Local Government Act
Health and Safety Act and Regulations
State Environmental Planning Policy Resilience and Hazards 2021
SafeWork NSW Code of Practice – How to safely remove asbestos

Risk Management Issues

Council's Asbestos Policy is based on the Model Asbestos Policy for NSW Councils which aims to promote a consistent local government approach to asbestos management across NSW.

5. ASBESTOS POLICY (Cont'd)

Internal/External Consultation

WHS and Risk Coordinator
Manager Health Building and Environmental Services
Manager Planning

Attachments

- Revised Asbestos Policy (***Attachment No. 3***).

RECOMMENDATION

That the revised Narromine Shire Council Asbestos Policy be endorsed.

Jane Redden
General Manager



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Narromine Shire Vision

The Narromine Shire is a friendly place to live with a strong sense of community that values our services, facilities and our natural rural environment.

We are a community that values the diversity of people, ideas, perspectives and experiences.

We work together to strive towards a vibrant, safe and engaged community that provides opportunities for all its members.

Our Council is a leader for our community, sharing the responsibility for growth, development and provision of services.

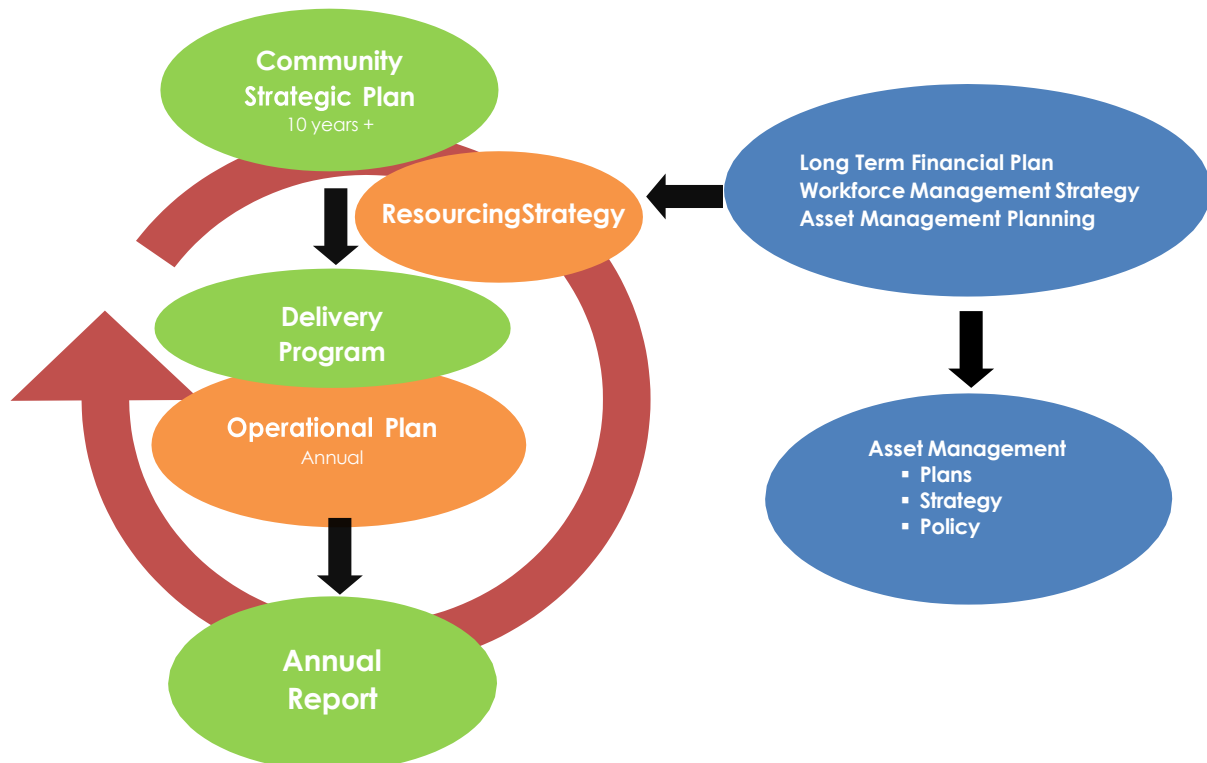


Integrated Planning and Reporting

Integrated Planning and Reporting is a framework for planning and reporting which was introduced by Local Government across New South Wales. It aims to ensure that councils become better at reflecting community aspirations within their activity base. In order to ensure that this occurs, a new approach has been taken on how councils develop their budgets and programs on an annual basis.

The principal components of integrated planning and reporting are:

- **Narromine Shire Council Community Strategic Plan 2032** is the highest-level plan Council will prepare. The purpose of this plan is to identify the core strategic objectives of the Narromine Shire community for the future.
- **Delivery Program 2022/23 - 2025/26** sets out the principal activities to be undertaken by Council over a Council term, to implement the objectives identified in the Community Strategic Plan.
- **Operational Plan** is the annual plan detailing Council's activities and budget for the immediate next year under the Delivery Program.
- **Resourcing Strategy** – The Community Strategic Plan expresses long term community aspirations; however, these will not be achieved without sufficient resources – time, money, assets and people to actually carry them out. The Resourcing Strategy comprises:
 - Long Term Financial Plan
 - Workforce Management Strategy
 - Asset Management Plan



Report on Progress

Council will report periodically on the progress of the activities undertaken in achieving the strategic objectives.

Key accountability reporting points are:

- Six monthly reports by the General Manager to Council on progress in achieving the actions in the Delivery Program and Operational Plan;
- Annual Report by Council which is prepared after the end of the financial year, reporting achievements for each year, against the Delivery Program and Operational Plan;
- Every four years, tied to the Council election cycle, the Delivery Program must be reported upon by the outgoing Council, State of our City (formerly End of Term) Report, as to the outcomes achieved during the previous four years; and
- The incoming Council must undertake a review of the Community Strategic Plan and develop its own Delivery Program for the ensuing four years.

Delivery Program

This is the plan where the community's strategic goals are translated into actions. These are the principal activities to be undertaken by Council to implement the objectives established by the Community Strategic Plan within the resources available under the Resourcing Strategy.

The Delivery Program is a statement of commitment to the community from each newly elected Council. It is designed as the single point of reference for all principal activities undertaken by Council during its term. All plans, projects, activities and funding allocations must be directly linked to this Program.

As Local Government is a division of State Government, it is appropriate that Council's goals are linked to the 32 goals developed by the State Government in their 2021 plan. These are referenced as 'SP number' for each Delivery Program goal.

Financial Estimates

The Financial estimates for the 4-year period are supplied in the table below and indicate Council's ordinary functions as well as those outlined within this Delivery Plan 2022-2026.

Financial Estimate 2022-2026	2022-23	2023-24	2024-25	2025-26
Governance	1,825,810	1,780,165	2,267,528	2,358,229
Finance and Administration	(9,619,264)	(9,763,553)	(9,665,568)	(10,052,190)
Engineering Services	1,438,034	1,402,083	1,612,219	1,676,708
Public Order and Safety	535,838	522,442	701,006	729,047
Environmental and Health Services	750,743	731,974	795,354	827,168
Community and Cultural Services	1,183,138	1,153,560	992,619	1,032,324
Planning and Development	1,900	1,853	290,576	302,199
Waste Management Services	(478,956)	(483,746)	(1,069,385)	(1,112,160)
Infrastructure	2,694,751	2,277,587	3,490,328	3,418,186
Recreational Facilities	1,846,167	1,800,013	1,036,789	1,078,260
Economic Development	(605,521)	556,276	678,095	715,330
Water Supply Services	(440,423)	(348,280)	(707,945)	(736,263)
Sewer Services	(489,134)	(462,064)	(896,331)	(932,184)
Net Result - (Surplus)/Deficit	(1,356,917)	(831,690)	(474,714)	(695,347)

Areas of Responsibility



Legend Key:

GM General Manager
 IES Infrastructure & Engineering Services
 FCS Finance & Corporate Services
 CED Community & Economic Development
 G Governance

P Partner
 L Leader

1 Vibrant Communities

Our Goal: We want to create a safe, healthy and connected region that encourages participating and creates a strong sense of pride in our community and each other's well-being.



Vibrant Communities

1.1 A SAFE, ACTIVE AND HEALTHY COMMUNITY – SP Nos 16, 23, 27.

Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year			
				22/23	23/24	24/25	25/26
1.1.1 Advocate, represent and promote programs that will minimise crime and assist in crime protection for our community							
1.1.1.1 Liaise with Police and other community groups.	GM	P	Liaise every six months with police, advocating for crime minimisation.	X	X	X	X
1.1.1.2 Review Alcohol Free Zones within the Shire.	G	L	Adoption of Alcohol-Free zones by Council every four (4) years.			X	
1.1.1.3 Undertake activities in the Crime Minimisation Strategy.	CED	L	Activities completed in accordance with Action Plan.	X	X	X	X
1.1.2 Retain and enhance strategies for safety in public places							
1.1.2.1 Coordinate annual inspection of Council streetlights to ensure adequate operation.	IES	P	Audit conducted annually.	X	X	X	X
1.1.2.2 Reduce risks of nuisance and harm from companion animals.	G	L	Continue to provide ranger services in accordance with legislative provisions.	X	X	X	X
1.1.3 Promote services and provide facilities that foster healthy lifestyles							
1.1.3.1 Publicise a brochure on the facilities available in the Shire.	CED	L	Review and update services/facilities brochure.	X	X	X	X
1.1.3.2 Promote recreational opportunities for all ages through website, social media and other available networks.	CED	L	Update information monthly.	X	X	X	X
1.1.3.3 Participate in Interagency Meetings and provide Council assistance where appropriate.	CED	P	75% attendance.	X	X	X	X
1.1.4 Recognise the importance and consider resources needed to maintain open spaces, to encourage greater use by the community							
1.1.4.1 Upgrade recreational services booking system and streamline allocation process for all recreational facilities.	CED	P	Implement a streamlined process of bookings by 30 June 2024. Promote booking system throughout the community.	X	X	X	X

1.1 A SAFE, ACTIVE AND HEALTHY COMMUNITY – SP Nos 16, 23, 27.								
Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year				
				22/23	23/24	24/25	25/26	
1.1.4.2 Implementation of the Sports and Recreational Services Master Plan.	CED	L	Seek grant funding to implement actions.	X	X	X	X	
1.1.4.3 Promote sporting opportunities for all ages through website, social media and other available networks.	CED	L	Update information monthly as required.	X	X	X	X	
1.1.4.4 Implement strategies in the Sports and Recreational Services Masterplan for the provision of cycleway and walkway routes in Narromine and Trangie.	CED	L	Seek grant funding for construction of cycleway and walkway routes.	X	X	X	X	
1.1.5 Retain and enhance existing health services including the Narromine and Trangie Hospitals and the Narromine Shire Family Medical Centre								
1.1.5.1 Maintain health services provided within Council owned Narromine Shire Family Medical Health Centre and Trangie Doctor's Surgery to meet the needs of the users.	IES	P	Continue to provide facilities for the provision of GP and allied health services to assist with continuity of service in Narromine and Trangie.	X	X	X	X	
1.1.5.2 Strengthen relationships with key medical agencies within the Shire.	GM	P	Meet biannually with Western NSW LHD Narromine and Trangie health providers.	X	X	X	X	
1.1.6 The Narromine and Trangie swimming pools are accessible, affordable and provide a range of modern facilities for all ages and those with limited mobility								
1.1.6.1 Upgrade club house at Narromine Pool.	CED	L	Attract funding to improve the facility.	X	X			
1.1.6.2 Review operational costs of Narromine and Trangie Pools and determine fees and charges annually.	CED	L	Fees and charges reviewed and adopted by 30 June each year. Review of existing and future operational model of aquatic centres.	X	X	X	X	
1.1.7 Provide active and passive recreation facilities and services for all								
1.1.7.1 Maintain and enhance outdoor fitness equipment in appropriate parks and open spaces.	IES	L	Seek funding to attract installation of outdoor fitness Equipment by 30 June 2024.		X			
1.1.7.2 Upgrade to Sporting Facilities (subject to successful grant application).	CED	L	Successful funding applications and works completed.				X	
1.1.8 Revitalise the Narromine Sports Centre into an accessible, affordable multi-purpose Centre								
1.1.8.1 Upgrade existing air-conditioning at the Narromine Sports Centre.	IES	L	Upgrade completed by 30 June 2024.		X			
1.1.8.2 Refurbish roofing of Narromine Sports Centre.	IES	L	Upgrade completed by 30 June 2024.		X			
1.1.8.3 Ensure adequate resources are allocated to the Sports Centre to maintain facilities in accordance with community usage.	CED	L	Review fees and charges annually by 30 June.	X	X	X	X	

1.1 A SAFE, ACTIVE AND HEALTHY COMMUNITY – SP Nos 16, 23, 27.

Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year				
				22/23	23/24	24/25	25/26	
1.1.8.4 Investigate the security solutions for the Narromine Sports Centre.	CED	L	Attract funding if necessary to improve security.		X		X	
1.1.8.5 Undertake audit of gym equipment and replace redundant items with items of greater functionality.	CED	L	Audit gym equipment and procure suitable replacement equipment by 30 June 2025.			X		
1.1.9 Promote connections between sporting user groups								
1.1.9.1 Convene and support biannual sports user group workshops in winter and summer.	CED	P	Biannual meetings held with sports user groups.	X	X	X	X	
1.1.9.2 Prepare Leases/Licenses or User Agreements for all Sporting Groups using Council's sporting fields.	CED	L	Agreements prepared for all user groups.	X	X	X	X	
1.1.10 Ensure that quality built and natural shade is provided to public places, open spaces and recreation facilities								
1.1.10.1 Continue to implement actions identified within Council's Sport and Recreational Master Plan with regard to the provision of increased shade in public parks and open spaces including footpaths, cycleways and associated facilities.	CED	L	Items actioned as per Master Plan	X	X	X	X	



1.2 A VIBRANT AND DIVERSE COMMUNITY THAT HAS A STRONG SENSE OF BELONGING AND WELLBEING – SP Nos 13, 14, 24, 27.								
Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year				
				22/23	23/24	24/25	25/26	
1.2.1 Share and celebrate our cultural and social diversity through local events, programs and projects								
1.1.2.1 In partnership with the community, continue to facilitate events that celebrate community values including all groups within the community and provide financial and in-kind assistance for community and private events.	CED	P	Two major events held annually.	X	X	X	X	
1.2.2 Encourage volunteering in the Shire and recognise the positive outcomes for both the community and volunteers								
1.2.2.1 Provide grants through the Donations, Sponsorships & Waiver of Fees & Charges Policy process to community groups, with an emphasis on sports, recreation, arts, cultural, leadership and development activities.	FCS	L	Submissions advertised and received by 30 September, and applicants advised by 30 November each year.	X	X	X	X	
1.2.2.2 Continue to support the Local History Groups in Narromine and Trangie with a financial contribution to assist with their work.	CED	L	Donation to both Local History Groups in the Annual Budget.	X	X	X	X	
1.2.2.3 Give public recognition of volunteer service.	CED	L	Hold annual volunteers' recognition morning tea.	X	X	X	X	
1.2.3 Protect and celebrate Aboriginal heritage and culture and provide opportunities for interpretation and understanding								
1.2.3.1 Liaise with Local Aboriginal Land Councils to enhance the opportunities for the Indigenous community.	CED	P	Two meetings co-ordinated per year.	X	X	X	X	
1.2.3.2 Assist with NAIDOC Week, Reconciliation Day and other events of importance to the Aboriginal community.	CED	P	Involvement at these events on an annual basis.	X	X	X	X	
1.2.3.3 Implement Targets in the Aboriginal Community Memorandum of Understanding (MOU) Action Plan.	CED	P	Co-ordinate meeting every six (6) months to discuss targets in Action Plan.	X	X	X	X	
1.2.4 Develop strategies to create a 'village feel' and enhance community lifestyle to be more attractive for visitors								
1.2.4.1 Develop a 'lifestyle' branding strategy for the towns and villages within the Shire.	CED	P	'Lifestyle' branding strategy complete by 2024.		X			
1.2.4.2 Implement deliverables identified in the branding strategy.	CED	L	Full implementation by 30 June 2026.				X	
1.2.5 Advocate for high quality aged care that enables older people to be integrated and active in the community								
1.2.5.1 Continue to advocate for Aged Care Facilities within our Shire.	CED	P	Meet annually with Aged Care providers.	X	X	X	X	

1.3 A COMMUNITY THAT CAN ACCESS A RANGE OF FORMAL AND INFORMAL EDUCATION, INFORMATION AND OTHER SERVICES AND OPPORTUNITIES TO ENHANCE THEIR LIVES – SP No 15.								
Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year				
				22/23	23/24	24/25	25/26	
1.3.1 Advocate for a range of childcare facilities, preschools and after-hours care is affordable and available to all families								
1.3.1.1 Advocate where possible for the increased provision of childcare opportunities within the Shire.	GM	P	Meet every six months with State and Federal Local Members ensuring the provision of childcare services in our Shire.	X	X	X	X	
1.3.2 Advocate for support for activities that foster connections between children and older people								
1.3.2.1 Macquarie Regional Library interact with both children and elderly.	CED	P	Activities are held twice a year.	X	X	X	X	
1.3.3 Encourage and support education providers to develop niche courses that meet the specific needs of local/regional developments/industries/agencies								
1.3.3.1 Advocate for industry specific training.	GM	P	Meet with vocational trainers twice a year.	X	X	X	X	
1.3.4 Enhance our libraries and community spaces to become connected learning centres for people to share knowledge								
1.3.4.1 Work in conjunction with Macquarie Regional Library to facilitate local training opportunities for the community.	CED	P	At least two local training sessions offered annually.	X	X	X	X	
1.4 ACCESSIBLE FACILITIES AND SERVICES ARE AVAILABLE FOR PEOPLE WITH LIMITED MOBILITY - SP No 14.								
Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year				
				22/23	23/24	24/25	25/26	
1.4.1 Work in partnership with the Shire's disability groups and other agencies to implement the DIAP								
1.4.1.1 Implement Actions from Council's Disability Inclusion Action Plan (DIAP).	CED	L	100% DIAP targets met.	X	X	X	X	
1.4.2 Work in partnership to ensure our towns including businesses are “mobility friendly”								
1.4.2.1 Promote mobility friendly access in the Shire.	CED	L	Evidence of improvement for accessibility in our town centres.	X	X	X	X	

2 Growing our Economy

Our Goal: We have a diverse economy with thriving businesses that offer a range of employment opportunities supported by skill development options.



Growing Our Economy

2.1 TO SUSTAIN AND GROW OUR LOCAL POPULATION – SP No 3.

Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year				
				22/23	23/24	24/25	25/26	
2.1.1 Develop and implement an economic development strategic framework that supports the growth of the local population base								
2.1.1.1 Review Council's Economic Development Strategy.	CED	L	Economic Development Strategy review by 30 June 2024.		X			
2.1.1.2 Implement identified actions within Economic Development Strategy.	CED	L	Continue to implement Action Plan deliverables.	X	X	X	X	
2.1.2 Form partnerships and alliances to market the Shire to new residents and businesses								
2.1.2.1 Continue to promote the Narromine Region to attract new residents.	CED	P	Update information regularly.	X	X	X	X	
			Monitor website visits and performance of the Narromine Region website.	X	X	X	X	
2.1.2.2 Continue to host the annual 'new residents' night.	CED	P	Host new resident night annually.	X	X	X	X	
2.1.2.3 Continue to work with local retailers to help promote the Narromine Region.	CED	P	Support retailers with two (2) promotions annually.	X	X	X	X	
2.1.3 Resolve issues surrounding the flood levee and impacts on residential development								
2.1.3.1 Finalise the risk and feasibility study for the Narromine levee.	IES	L	Peer review recommendations finalised by 30 June 2024.		X			
2.1.3.2 Seek grant funding and determine loan funding requirements for the flood levee construction project.	IES	L	Obtain grant funding by 30 June 2025.			X		
2.1.3.3 Finalise funding proposal, project plan and tender documents for the Narromine flood levee.	IES	L	Finalise tender by 30 June 2026.				X	
2.1.4 New plans and strategies are developed in line with the community's needs and encourages economic growth								
2.1.4.1 Review Land Use Strategies in line with results of Economic Development Strategy to ensure planned land releases to stimulate economy.	CED	L	Review Council's Land Use Strategies following review of the Economic Development Strategy.			X		
2.1.4.2 Review Employment Lands Strategy	GM	L	Review of strategy completed by 30 June 2024.		X			

2.2 THE ONGOING DEVELOPMENT, DIVERSIFICATION AND SUSTAINABILITY OF THE LOCAL BUSINESS AND INDUSTRY BASE – SP No. 4.

Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year			
				22/23	23/24	24/25	25/26
2.2.1 To foster our agricultural sector through the identification and support of value adding opportunities							
2.2.1.1 Support industry event specifically targeting agricultural value add opportunities.	CED	P	Industry event held biennially.	X		X	
2.2.2 Actively encourage and support the growth and expansion of the existing aviation industry and the region's capacity to attract and establish new aviation business							
2.2.2.1 Encourage long term leaseholders of buildings and hangars to purchase their land sites at Narromine aerodrome.	GM	L	Subdivision of appropriate sites lodged for future land sales by 30 June 2026.				X
2.2.3 Protect high value land resources and maximising opportunities for sustainable growth of existing industries							
2.2.3.1 Identify appropriate sites, in accordance with Land Use Strategy, for value added agricultural related industries.	CED	L	Work with Department of Planning and Environment to implement actions from Local Strategic Planning Statement (LSPS).			X	
2.2.4 Create and support a strong tourism industry that maximises benefits from visitors to the Shire							
2.2.4.1 Promote services to highlight tourism events and points of interest in the Shire.	CED	L	Increased online engagement by 10%.	X	X	X	X
2.2.4.2 In conjunction with other Orana Region councils undertake joint regional promotions and/or activities.	CED	P	Annual promotion.	X	X	X	X
2.2.5 Planning mechanisms that support the provision of suitable and serviceable land that will support infrastructure that allows for localised employment opportunities							
2.2.5.1 Carry out Water and Sewerage Strategic Planning.	IES	L	Complete and obtain Dept Planning and Environment Water concurrence with Integrated Water Cycle Management Strategy (IWCMS). Complete 30-year Total Asset Management Plan and 30 Year Long Term Financial Plan. Complete 5-year Drought Contingency and Emergency Response Plan. Complete State Funded Options Study for Narromine Water Quality and Water Security Risks to obtain State funding to address identified risks. Obtain and expend funding in provision of concept and detailed designs for Narromine water. Secure grant funding and call tenders for construction of Narromine Water Treatment Plant.	X X X X			X X

2.2.6 Promote business networks that encourage a supportive business culture and an attitude of entrepreneurship									
2.2.6.1 Encourage businesses to work with Council to support a business culture within our Shire.	CED	P	One business forum per year held by Council.	X	X	X	X		
2.3 TO ENCOURAGE INDUSTRY DEVELOPMENT – SP No 4.									
Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year					
				22/23	23/24	24/25	25/26		
2.3.1 Support the growth and development of new and existing businesses and industry									
2.3.1.1 Promote the Narromine region to attract further economic development and growth.	CED	L	Meet every six months with RDA Orana and relevant State agencies and partners.	X	X	X	X		

3 Protecting and Enhancing our Environment

Our Goal: We value our natural and built environment, our resources for the enjoyment of the community and visitors to our Shire.



Protecting & Enhancing our Environment

3.1 MANAGE OUR NATURAL ENVIRONMENTS FOR CURRENT AND FUTURE GENERATIONS – SP No 22.

Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year			
				22/23	23/24	24/25	25/26
3.1.1 Identify and protect areas of high natural value							
3.1.1.1 Retain appropriate land use zones to avoid inappropriate development in environmentally sensitive areas.	CED	L	LEP and DCP revisions to consider protection of newly identified areas of natural value and any areas of outstanding biodiversity value.	X			
3.1.1.2 Facilitate the growth and sustainability of the community through planning policy	CED	L	Ensure relevant revisions of Council's strategic planning documentation to support the aims of the Local Environmental Plan		X	X	X
3.1.2 Enhance, protect and celebrate our river systems and wetlands							
3.1.2.1 Maintain involvement with the Central West Councils Environment and Waterways Alliance and Macquarie Valley Weeds Committee and LLS Weeds Group.	IES	P	Representation and 90% attendance at meetings.	X	X	X	X
3.1.2.2 Continue the annual fingerling release into the waterways in conjunction with Macquarie Cotton Growers Association.	G	P	Apply for appropriate funding to allow fingerling releases annually.	X	X	X	X
3.1.2.3 Finalise the construction activities and redevelopment of the Narromine wetlands into a natural ecosystem.	IES	L	Construction completed by 31 December 2023.		X		
3.1.3 Ensure preservation and maintenance of the Shire's heritage buildings, objects and places of interest							
3.1.3.1 Encourage owners of heritage items to maintain their buildings and sites.	CED	L	Facilitate the opportunities to promote heritage funding to the community.	X	X	X	X
3.1.4 Ensure the Shire's rural land is managed appropriately through holistic planning							
3.1.4.1 Continue to provide biosecurity in line with Weeds Action Plan.	G	L	Determined by continuation of funding from LLS to support biosecurity measures throughout the Shire.	X	X	X	X
3.1.4.2 Maintain involvement with Macquarie Valley Weeds Committee.	G	L	Maintain involvement with Macquarie Valley Weeds Committee.	X	X	X	X
3.1.5 Reduce waste to landfill through effective and efficient domestic waste and recycling services to the community							
3.1.5.1 Implement actions from Narromine Shire Waste Management Strategy.	IES	L	Ensure Actions are completed in line with Strategy.	X	X	X	X
3.1.5.2 Continue the provision of kerbside recycling services to the community.	IES	L	Renew Tender for Recycling prior to 30 June 2028.	X	X	X	X
3.1.5.3 Continue to be a member council of Net Waste and attend regional forums to address waste management issues at a regional level.	IES	P	90% attendance at NetWaste meetings.	X	X	X	X

3.2 WE ARE A SUSTAINABLE, ENVIRONMENTAL COMMUNITY WITH A GREAT APPRECIATION OF OUR NATURAL ASSETS – SP No 22.								
Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year				
				22/23	23/24	24/25	25/26	
3.2.1 Encourage appreciation of natural areas through the development and promotion of environmental education								
3.2.1.1 Continue to promote community education campaigns through Net Waste and FOGO presenting the benefits of recycling and educating the community regarding which items can be recycled.	IES	P	At least one community education program conducted annually.	X	X	X	X	
3.2.2 Support the work of local environmental groups that improves the natural diversity of our environmentally sensitive areas								
3.2.2.1 Partner with Local Land Services to support environmental programs within the Shire.	G	L	Participation in relevant grant funded programs	X	X	X	X	
3.2.3 Support, promote and encourage environmentally sustainable practices throughout our businesses								
3.2.3.1 Encourage environmentally sustainable, safe and more economical utilisation of Council's fleet.	IES	L	Install GPS tracking on larger plant.	X	X	X	X	
3.2.3.2 Promote and encourage environmentally sustainable practices to local business.	G	P	Annual promotional material to local businesses.	X	X	X	X	
3.3 A COMMUNITY THAT VALUES THE EFFICIENT USE OF UTILITIES, NATURAL RESOURCES AND ENERGY – SP. No 33.								
Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year				
				22/23	23/24	24/25	25/26	
3.3.1 Implement water and energy efficiency programs and identify activities and initiatives for alternative water and energy sources								
3.3.1.1 Promote efficiency programs.	IES	L	Publicise two (2) efficiency programs and activities per year.	X	X	X	X	
3.3.2 Ensure development needs align to utilities infrastructure								
3.3.2.1 Ensure all development approvals consider existing utilities infrastructure in their determination.	CED	L	100% of approvals have had adequacy of existing utilities determined.	X	X	X	X	
3.3.2.2 Utilities performance audited annually through Triple Bottom Line (TBL) reporting.	IES	L	Report submitted annually.	X	X	X	X	
3.3.3 Advocate for Shire-wide access to reliable and affordable internet and communications technology								
3.3.3.1 Advocate for a Shire-wide connectivity and affordable access to internet and communications technology.	GM	P	Reduce the areas of mobile / communication black spots within the Shire.	X	X	X	X	

3.4 ENSURE A RANGE OF HOUSING OPTIONS FOR THE COMMUNITY – SP No 20.

Action	Responsible Directorate	Partner / Leader	Performance Measure	22/23	23/24	24/25	25/26
3.4.1 Ensure older people have appropriate accommodation to meet their needs							
3.4.1.1 Identify aged care accommodation needs within the Shire with relevant providers.	GM	P	Advocate for the provision of aged care accommodation services.	X	X	X	X
3.4.2 Ensure appropriately zoned land that meets residential needs throughout the Shire's communities							
3.4.2.1 Monitor take-up of all land use zones vacant land and identify short falls.	CED	L	Review supply of vacant land six monthly.	X	X	X	X
3.4.3 Develop appropriate development controls that promote excellence in design and sustainability outcomes.							
3.4.3.1 Review DCP in accordance with legislative changes.	CED	L	Review undertaken every 5 years.	X			

3.5 OUR COMMUNITY IS WELL CONNECTED THROUGH OUR CYCLEWAYS, FOOTPATHS AND PUBLIC TRANSPORT SYSTEMS – SP No 9.

Action	Responsible Directorate	Partner / Leader	Performance Measure	22/23	23/24	24/25	25/26
3.5.1 Provide advocacy and support on transport issues that best meet the needs of our residents							
3.5.1.1 Advocate to ensure that transport issues of our residents are adequately addressed.	GM	P	Meet with State and Regional Local Members, six monthly.	X	X	X	X
3.5.2 Maintain aerodrome infrastructure to increase the viability and sustainability of aerodrome operations							
3.5.2.1 Implement Aerodrome Strategic and Master Plan.	IES	L	Implement actions in the Master Plan.	X	X	X	X
3.5.2.2 Maintain the Narromine Aerodrome facility to meet reasonable user expectations and CASA requirements within the allocated budget.	IES	L	Complete Obstacle Limitation Surface (OLS) Survey annually by 30 November.	X	X	X	X
3.5.2.3 Undertake inspections on operational areas.	IES	L	Minimum 52 inspections per year.	X	X	X	X
3.5.2.4 Maintenance of glider grassed runways.	IES	L	Slashing undertaken minimum 26 times per year.	X	X	X	X
3.5.3 Plan and provide accessible and well-connected footpaths, cycleways and associated facilities within the Shire							
3.5.3.1 Ensure priority measures implemented from the PAMP.	IES	L	Annual inspections of footpaths and cycleways prior to finalising works program.	X	X	X	X
	IES	L	Annual works program identified by inspections and PAMP priorities, adopted annually.	X	X	X	X

3.6 OUR ROAD NETWORK IS SAFE, WELL MAINTAINED AND APPROPRIATELY FUNDED – SP No 10.

Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year			
				22/23	23/24	24/25	25/26
3.6.1 Ensure local and regional road network best meets the needs of road users and industry							
3.6.1.1 Review and implement Council's ten-year roads Capital Works Program.	IES	L	Ten Year Capital Works Program updated annually and adopted by 30 June.	X	X	X	X
			Works program completed within + / - 5%.	X	X	X	X
3.6.1.2 Continue to maintain roadside slashing when grass impedes visibility.	IES	L	Undertake slashing program annually.	X	X	X	X
3.6.1.3 Apply for hazard reduction funding through Rural Fire Fighting Fund.	IES	P	Funding application submitted prior to 31 March annually.	X	X	X	X
3.6.2 Advocate for continued and increased funding for the rural road network							
3.6.2.1 Meet with State and Federal Members and the Roads Minister on rural road funding issues.	GM	P	Meet every six months with state and federal members, and annually with NSW Minister for Roads.	X	X	X	X
3.6.3 Ensure local and regional roads are safe, well-constructed and maintained							
3.6.3.1 Meet with State and Federal Members and the Roads Minister on rural road funding issues and safety.	IES	L	Meet every six months with state and federal members, and annually with NSW Minister for Roads.	X	X	X	X

4 Proactive Leadership

Our Goal: We are an open and accountable local government that involves our community in the decision-making process, effectively manages our public resources through sound financial management and well-informed strategic planning for our Shire's future.



Councillor Craig Davies
Mayor



Councillor Dawn Collins
Deputy Mayor



Councillor Diane Beaumont



Councillor Les Lambert



Councillor Adine Hoey



Councillor Lachlan Roberts



Councillor Ewen Jones



Councillor Lyn Jablonksi
Resigned 22 June 2023



Councillor Casey Forrester
Resigned 9 April 2024

Proactive Leadership

4.1 PROVISION OF AN ACCOUNTABLE AND TRANSPARENT LEADERSHIP – SP Nos 30,31,32.

Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year			
				22/23	23/24	24/25	25/26
4.1.1 Enhance open and interactive communication between Council and the community guided by a Community Engagement Strategy which is monitored and reviewed							
4.1.1.1 Continue to gather feedback regarding community engagement strategies	CED	L	Annual review of community engagement strategy to Council by 30 November.	X	X	X	X
4.1.1.2 Promote the positive aspects of Narromine Shire Council. Provide important information to the community.	CED	L	Provide updates at least monthly to the community on Council activities through all means available within the communications strategy.	X	X	X	X
4.1.1.3 Review Council's Communications Strategy.	CED	L	Review of strategy completed by 30 November 2022.	X			
4.1.2 The Council elected members are representative of the community and provide strong and visionary leadership							
4.1.2.1 Councillors maintain strategic community focus through strong and visionary leadership.	GM	L	Positive media around Council's strategic approach.	X	X	X	X
4.1.3 Provide opportunities for community members to participate in Council's decision-making processes							
4.1.3.1 Review Council's Code of Meeting Practice.	G	L	Review complete within 12 months of local government election.	X			
4.1.3.2 Provide an opportunity for the public to address Council on relevant issues through the Public Forum Policy at Council Meetings.	G	L	Advise the public of the availability of the public forum.	X	X	X	X
4.1.3.3 Continue to facilitate S355 Advisory Committees.	G	L	Annual review of Section 355 Committee Charters and annual appointment of delegates (September).	X	X	X	X
4.1.4 Facilitate a positive and professional image for the Narromine Shire community and Council							
4.1.4.1 Present a positive image of Council to the community.	CED	L	Provide weekly communications via various means per the communications strategy.	X	X	X	X
4.2.1 Strive for business excellence through continuous improvement and creativity							
4.2.1.1 Encourage and reward innovative practices within Council's workforce.	G	L	One innovation introduced per directorate each year.	X	X	X	X
4.2.1.2 Foster a culture of continuous improvement through Council's Employee Reward and Recognition Program.	G	L	Nominations received and awards presented.	X	X	X	X
4.2.1.3 Effective use of Audit Risk and Improvement Committee.	G	L	85% of identified recommendations actioned.	X	X	X	X

4.2 EFFECTIVE COUNCIL ORGANISATIONAL CAPABILITY AND CAPACITY – SP No 30.

Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year			
				22/23	23/24	24/25	25/26
4.2.2 Ensure ongoing skills development of Council staff and professional development for Councillors							
4.2.2.1 Completion of annual training plans and delivery of identified development requirements.	G	L	Annual training program (aligned to skills steps and performance reviews) established by 31 May.	X	X	X	X
4.2.2.2 Enhance succession planning for highly specialised and technical roles.	G	L	Succession plans reviewed and completed.	X			
4.2.2.3 Provide policies, programs and initiatives that support work/life balance.	G	L	Initiatives communicated to employees and employee leave balances kept within acceptable limits.	X	X	X	X
4.2.2.4 Implement coaching and mentoring programs across the organisation to support leadership growth.	G	L	Leadership and management tools identified and made available.	X	X	X	X
4.2.2.5 Implementation of Councillor Training and Professional Development Program.	G	L	95% attendance rate at scheduled training events.	X	X	X	X
4.2.3 Ensure the integration of corporate plans set the long-term direction for the Local Government Area and Council							
4.2.3.1 Integrated Planning and Reporting documents reflect best practice.	FCS	L	All plans adopted by 30 June.	X	X	X	X
4.2.4 Provide responsive high-level customer service							
4.2.4.1 Monitor and review Councils Customer Service Policy.	FCS	L	Review complete every 4 years.	X			
4.2.4.2 Customer services standards.	FCS	L	Annual satisfaction survey.	X	X	X	X
4.2.4.3 Customer Requests responded to within time frames agreed in Customer Service Policy.	FCS	L	85% compliance with Customer Service Policy.	X	X	X	X
4.2.5 Attract and retain a quality workforce that meets the needs of the community and future strategic directions							
4.2.5.1 Promote future workforce development with options such as traineeships, apprenticeships and cadetships within each department.	G	L	Applicable positions assessed and filled.	X	X	X	X
4.2.5.2 Continue to implement Council's EEO management plan actions.	G	L	Review EEO Policy and Plan by 30 June 2023.	X			
4.2.5.3 Continue to implement best practice recruitment and selection practices, including strategies to fill gaps.	G	L	Vacancies filled within 90 business days.	X	X	X	X
4.2.5.4 Measure and improve employee engagement.	G	L	Employee engagement survey undertaken by 31 December 2023/24 and 2025/26.		X		X
4.2.6 Foster a positive and responsive 'can do' approach by all Council staff and elected members							
4.2.6.1 Councillors and staff to act positively at all times.	GM	L	Number of complaints received.	X	X	X	X
4.2.6.2 Councillors and staff act ethically and make informed, transparent and inclusive decisions in the interest of the whole community.	GM	L	Number of complaints received.	X	X	X	X

4.3 A FINANCIALLY SOUND COUNCIL THAT IS RESPONSIBLE AND SUSTAINABLE – SP No 30.								
Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year				
				22/23	23/24	24/25	25/26	
4.3.1 Operate and manage Council in a financially sustainable manner that meets all statutory and regulatory compliance and Council policies								
4.3.1.1 Implementation of the Delivery Program and Operational Plan including Budget and Asset Management Plan on an annual basis.	FCS	L	Plans and Budget Documentation endorsed by Council by 30 June each year.	X	X	X	X	
4.3.1.2 Continue to prepare financially sustainable budgets for consideration by Council.	FCS	L	Council prepares annual balanced budget for adoption by Council.	X	X	X	X	
4.3.1.3 Continue to develop revenue strategies that are equitable and contribute to a financially sustainable future.	FCS	L	Sustainable Statement of Revenue policy endorsed by council by 30 June each year.	X	X	X	X	
4.3.1.4 Levy and collect rates and charges in accordance with statutory requirements and Council policies.	FCS	L	No known breaches of policy.	X	X	X	X	
4.3.1.5 Provide monthly cash balances and detailed quarterly financial reports to Council.	FCS	L	Reports prepared and accepted by Councillors and management	X	X	X	X	
4.3.1.6 Prepare Council's Annual Financial Accounts in accordance with relevant Acts and Regulations.	FCS	L	Unmodified audit report issued by 31 October each year	X	X	X	X	
4.3.1.7 Ensure Council has adequate cash flow to meet its needs.	FCS	L	Maintain level of outstanding rates and charges at below 10% at year end.	X	X	X	X	
4.3.1.8 Ensure Council's long-term financial viability.	FCS	L	Maintain a debt service ratio below 10%.	X	X	X	X	
4.3.1.9 Ensure accounting data is recorded accurately and returns are filed in accordance with legislative requirements.	FCS	L	Positive audit findings. Reduction in issues raised in management letter of medium-consequence or higher.	X	X	X	X	
4.3.2 Ensure sufficient resources to meet current and future needs of the community								
4.3.2.1 Maximise opportunities for utilising grants to supplement and support identified Council priorities and projects.	CED	L	At least two successful grants received each year for projects within Council priority areas.	X	X	X	X	
4.3.2.2 Identify projects suitable for grant applications.	CED	L	At least five identified projects per year in the operational plan, subject to grant funds.	X	X	X	X	

4.3 A FINANCIALLY SOUND COUNCIL THAT IS RESPONSIBLE AND SUSTAINABLE – SP No 30.

Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year			
				22/23	23/24	24/25	25/26
4.3.3 Ensure Council's assets are monitored and well managed							
4.3.3.1 Review and update Asset Management Strategy.	IES	L	Strategy adopted by Council by 30 June every four years.			X	
4.3.3.2 Review and update Asset Management Policy.	IES	L	Policy adopted by Council by 30 June every four years.			X	
4.3.3.3 Review Asset Management Plans annually.	IES	L	Asset Management Plans updated annually by 30 June.	X	X	X	X
4.3.3.4 Undertake monthly inspections of Regional Roads.	IES	L	12 inspections of each Regional Road per year.	X	X	X	X
4.3.3.5 Undertake annual inspections of Local Roads.	IES	L	100% Local Roads inspected minimum of once per year.	X	X	X	X
4.3.3.6 Review and implement plant and fleet replacement strategy.	IES	L	Strategy reviewed and implemented.	X	X	X	X
4.3.3.7 Council Property Strategy reviewed and actions implemented.	GM	L	85% of actions implemented.	X	X	X	X
4.3.3.8 Review IT Strategic Plan.	FCS	L	Implement actions <u>within the IT Strategic Plan</u> .	X	X	X	X

4.4 SOUND PARTNERSHIPS ARE ENCOURAGED AND FOSTERED – SP No 32.

Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year				
				22/23	23/24	24/25	25/26	
4.4.1 Provide sound input into State, Regional and Non-Government Organisation Plans and Strategies								
4.4.1.1 Active membership and representation on government, regional and other bodies.	GM	P	Maintain membership of relevant government, regional and area bodies.	X	X	X	X	
4.4.1.2 Prepare submissions as required.	CED	L	One submission prepared per year.	X	X	X	X	
4.4.1.3 Continue to participate in shared opportunities through Alliances.	GM	P	Attendance and participation in all Alliances meetings and activities.	X	X	X	X	
4.4.2 Lobby and advocate for major infrastructure and issues for the Shire that are backed by sound research								
4.4.2.1 Represent the community's interests and lobbying on topics of significant impact to the Shire.	GM	L	One submission per quarter.	X	X	X	X	
4.4.2.2 Advocate to other tiers of government for a better allocation of funding to support the delivery of services for which other levels of government have primary responsibility.	GM	P	Meet every six months with State and Federal Local Members and relevant agencies.	X	X	X	X	

4.4 SOUND PARTNERSHIPS ARE ENCOURAGED AND FOSTERED – SP No 32.

Action	Responsible Directorate	Partner / Leader	Performance Measure	Target Year			
				22/23	23/24	24/25	25/26
4.4.3 Develop and build partnerships with state and federal governments, industry and community organisations to foster development and delivery of community services and emerging business sectors							
4.4.3.1 Build strong relationships with state and federal members and state government agency representatives and regional development organisations.	GM	P	Meet every six months with State and Federal Local Members and relevant agencies to ensure the development and delivery of community service and emerging business sectors.	X	X	X	X
4.4.3.2 Review Council's Social Plan.	CED	L	Implement actions in the Social Plan.	X	X	X	X
4.4.4 Assist in facilitating partnerships and collaboration at a local level between communities, groups, businesses and community organisations							
4.4.4.1 Work collaboratively with community groups through representation at the Interagency Group.	CED	P	Attendance at Interagency meetings, minimum 2 meetings per year.	X	X	X	X
4.4.4.2 Work collaboratively with the community through representation at Trangie Action Group and Tomingley Advancement Association.	CED	P	90% attendance by Councillor Representative.	X	X	X	X



Draft Operational Plan 2024/2025

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Financial Summary

The Council has developed a four-year Delivery Program and a ten-year Community Strategic Plan. The Council's Operational Budget is in its third year of these plans. The major focus of the Council in developing the budget is to ensure its long term financial sustainability and to maintain its assets. The setting of the budget has been based on the guiding principles of the Community Strategic Plan.

Integrated Planning and Reporting

Integrated Planning and Reporting is the framework for planning and reporting which was introduced by Local Government across New South Wales. It aims to ensure that councils become better at reflecting community aspirations within their activity base. In order to ensure that this occurs, a new approach has been taken on how councils develop their budgets and programs on an annual basis.

The principal components of integrated planning and reporting are:

- **Narromine Shire Council Community Strategic Plan 2032** is the highest level plan Council will prepare. The purpose of this plan is to identify the core strategic objectives of the Narromine Shire community for the future.
- **Delivery Program 2022-2023 / 2026-2027** sets out the principal activities to be undertaken by Council over a Council term, to implement the objectives identified in the Community Strategic Plan.
- **Operational Plan 2024-2025** is the annual plan detailing Council's activities and budget for the third year under the Delivery Program.
- **Resourcing Strategy** – The Community Strategic Plan expresses long term community aspirations; however these will not be achieved without sufficient resources – time, money, assets and people to actually carry them out. The Resourcing Strategy comprises:
 - **Long Term Financial Plan**
 - **Workforce Management Strategy**
 - **Asset Management Plan**



Operational Plan

The Operational Plan 2024-25 incorporates the Operational Budget, Capital Works program and Fees and Charges for 2024-25. It has been prepared as a result of Community consultation and their preferences around the Delivery Program, prioritisation of capital works, agreed levels of service as well income and other external stakeholders.

General Fund

Revenue is sourced mostly from rates and Operational Grants.

Each year the NSW Government determines the maximum amount by which Councils can increase their annual general rates income or alternatively the Council must submit an application to seek a special variation to exceed this amount. From 2011-12 the responsibility for determining the annual rate peg has been delegated to the Independent Pricing and Regulatory Tribunal (IPART). Under this framework a new index was established, the result for 2024-25 is a rate increase of 4.5%.

Total Income (excluding Capital Grants) within the Budget for 2024-25 is:

General Fund	20,996,067
Water Fund	3,097,029
Sewer Fund	1,975,321
Consolidated Funds	26,068,417

Expenditure has been determined after consulting widely with the community on an ongoing basis, as part of the Integrated Planning and Reporting Framework and within the revenue and other reasonable aspirations and constraints of Council.

Total recurrent expenditure within the Operational Budget is:

General Fund	22,125,629
Water Fund	2,389,084
Sewer Fund	1,078,990
Consolidated Funds	25,593,703

Overall a surplus is budgeted at \$474,714.

Water Fund

A surplus of \$707,945 is budgeted for 2024-25 with sufficient funds in reserve for the Capital Works Program. Major projects for 2024-25 include concept and detailed design for a new water treatment plant (\$300,000) and a new water pressure booster system for the northern zone - Narromine (\$200,000).

The water access charge for the 2024-25 rating year will be charged in accordance with the Department of Water & Energy Best-Practice Management of Water Supply and Sewerage Guidelines 2007.

Best practice water supply pricing requires that the usage charge recover those costs that vary with demand in the long term.

The residential water consumption charges will increase for 2024-25 as shown below.

DESCRIPTION	2023-24 CHARGE PER KL	2024-25 CHARGE PER KL
Narromine Residential – Consumption	\$2.35	\$2.70
Trangie Residential – Consumption	\$2.35	\$2.70
Tomingley Residential – Consumption	\$1.85	\$2.70



Sewer Fund

A surplus of \$896,331 is budgeted for 2024-25 with funds being reserved for the Capital Works Program. Major projects for 2024-25 include a treatment plant upgrade in Trangie (\$250,000) and new switchboards at 4 stations in Trangie (\$240,000).

Council adopted best practice sewerage pricing in accordance with the Department of Land and Water Conservation "Water Supply, Sewerage & Trade Waste Pricing Guidelines" in the 2003/04 rating year. The annual sewerage service charge is applied to all single dwellings, strata title units and vacant land where a sewerage service is available.

Borrowings

Council is planning the following borrowings in 2024-25

- \$1,300,000 - Residential Land Estate Development 36 Jones Circuit Narromine



The Long Term Financial Plan includes provision for servicing the following loans:

	\$ Balance 30/6/2024	\$ Annual Service
Waste - Plant Equipment & Improvements	149,138	49,404
Narromine Aerodrome Re-seal	45,962	16,248
Local Infrastructure Renewal Scheme (LIRS)	181,867	184,770
Narromine Aerodrome Industrial Development	509,009	326,177
Narromine Medical Centre Extension	84,441	24,365
Skypark Development	661,704	335,184
Wentworth Parklands Development (Dappo Road)	917,599	137,272
Industrial Hub & Freight Exchange Development	1,139,569	157,223

Councillor & Mayoral Fees

The budget includes provision for an increase in the Councillor's and Mayoral fees. The final increase will be endorsed by Council prior to 30 June.

Investments

Council receives a monthly investment report regarding the level and value of its investments. In each monthly report, the latest valuations of the structured investments are published in line with the market value per respective balance dates.

Fees & Charges

The adopted fees and charges form part of the Operational Plan. Increases have been forecast where considered necessary to maintain the fees at a comparable level in real terms to the previous year.

Service Reviews

Service reviews will be identified through the internal audit plan.

Conclusion

The adopted Operational Plan and Budget will provide a strong platform for Council to achieve its Delivery Program and the Community Strategic Plan.

Services Provided

The net cost/(surplus) of providing services to the Community:

Net Cost(Surplus) of Services	2024-25
	\$
Aerodrome Operations	241,291
Animal & Pest Control	1,069
Buildings	183,354
Cemeteries	18,823
Community Services	132,154
Corporate and Financial Services	(5,112,597)
Economic Development	525,171
Elected Members	274,776
Emergency Services	670,075
Engineering Management	1,612,219
Environmental Services	7,950
Executive Services	1,469,977
Children, Youth & Family Services	(19,498)
Governance	522,774
Health Services	87,404
Human Resources Services	941,549
Hub & Spoke Building	(9,167)
Information Technology	803,799
Library	475,399
Mining	(118,000)
Net Gains from Disposal of Assets	(656,416)
Noxious Weeds/Biosecurity	(36,484)
Planning	290,576
Plant Operations	1,340,351
Private Works	(147,678)
Quarry Operations	223,201
Rates	(6,786,480)
Real Estate Development	152,923
Records Management	156,578
Recreation Facilities	776,674
Roads	2,822,229
Saleyards	51,959
Sewer	(896,331)
Stores and Works Depot Operations	331,584
Stormwater Drainage	543,288
Street Lighting	66,347
Tourism	361,772
Waste Management	(1,069,385)
Water	(707,945)
Net cost / (surplus)	(474,714)

Capital Works Program

Projects planned for the next financial year are as follows.

Project	Item	2024-25
Corporate and Financial Services		
Corporate and Financial Services	Capital Contingency Fund	200,000
Buildings		
Council Chambers	Upgrades and Replacements	20,000
Corporate Administration	Upgrades and Replacements	18,000
Stores and Works Depot	Upgrades and Replacements	80,000
Mungery Hall	Repairs and Upgrades	278,964
Libraries	Upgrades and Replacements	400,000
Community Services		
Cemeteries	Upgrades and Renewals	57,746
IT Services and Other Equipment		
IT Services and Equipment	Upgrades and Replacements	237,000
Recreation and Community Facilities		
Parks and Sporting Facilities	Upgrades and Replacements	133,675
Saleyards	Saleyards Redevelopment – Planning, Design and Consultation	50,000
Roads		
Regional Roads	Repairs and Upgrades	814,729
Rural and Regional Roads	Rural Regional Roads Upgrades	2,121,351
Rural, Regional and Urban Roads	Reseals, Resheeting and Upgrades	3,000,000
Rural and Regional Roads	Reseals, Resheeting and Upgrades	1,342,697
Rural Roads	Culvert Replacements	116,699
Rural and Regional Roads	Guard Rails Replacement and Upgrades	200,000
Kerb and Gutter	Upgrades and Replacements	158,750
Urban Streets	Footpaths, Cycleways and Pedestrian Crossing Upgrades	435,968
Urban Streets	Upgrades of Bus Stops	15,000
Stormwater Drainage		
Drainage Construction	Upgrades and Replacements	40,836
Open Channel Drainage	Construction and Upgrades	160,000
Urban Stormwater	Northern Catchment Storm Water Project	1,923,713
Sewer Services		
Treatment Plant	Upgrades and Renewals	247,774
Switchboards and Telemetry Upgrades	Upgrades and Replacements	320,000
Other Capital Works	Upgrades and Replacements	24,487
Waste Management Services		
Transfer Station	Upgrades and Renewals	25,000
Waste Depots	Upgrades and Renewals	262,830
Plant and Equipment	New Equipment	69,712

Capital Works Program (Cont'd)

Projects planned for the next financial year are as follows.

Project	Item	2024-25
Water Supply Services		
Pressure Booster Pump	Upgrades and Renewals	500,000
Network/Rising Mains	Upgrades and Renewals	270,135
Water Storage	Upgrades and Replacements	100,000
Water Monitoring Systems	Upgrades and Replacements	54,825
Other Capital Works	Upgrades and Replacements	15,000
Plant and Equipment		
Plant and Equipment Replacements	Upgrades and Replacements	3,270,013
Real Estate Development		
Residential Estate Land Development	Land Development and Subdivision	239,057
Residential Estate Land Development	Purchase of Land	1,300,000
Industrial Estate Land Development	Land Development	412,173
		18,866,134

Financial Statements

Narromine Shire Council

INCOME STATEMENT

	General Budget 2024/25 \$	Water Budget 2024/25 \$	Sewer Budget 2024/25 \$	Consolidated Budget 2024/25 \$
Income from Continuing Operations				
Revenue:				
Rates & Annual Charges	8,683,430	2,987,772	1,730,252	13,401,454
User Charges & Fees	1,330,841	13,739	-	1,344,580
Interest & Investment Revenue	622,457	29,874	245,069	897,400
Other Revenues	2,110,521	65,644	-	2,176,165
Grants & Contributions provided for Operating Purposes	7,592,402	-	-	7,592,402
Grants & Contributions provided for Capital Purposes	8,908,127	567,000	-	9,475,127
Other Income:				
Net gains from the disposal of assets	656,416	-	-	656,416
Total Income from Continuing Operations	29,904,194	3,664,029	1,975,321	35,543,544
Expenses from Continuing Operations				
Employee Benefits & On-Costs	8,020,778	419,506	184,733	8,625,017
Borrowing Costs	200,045	-	-	200,045
Materials & Contracts	4,235,589	1,735,315	608,541	6,579,445
Depreciation & Amortisation	8,689,553	234,263	285,716	9,209,532
Other Expenses	979,664	-	-	979,664
Total Expenses from Continuing Operations	22,125,629	2,389,084	1,078,990	25,593,703
Operating Result from Continuing Operations	7,778,565	1,274,945	896,331	9,949,841
Net Operating Result for the Year	7,778,565	1,274,945	896,331	9,949,841
Net Operating Result before Grants and Contributions provided for Capital Purposes	(1,129,562)	707,945	896,331	474,714

Financial Statements (Cont'd)

Narromine Shire Council BALANCE SHEET - CONSOLIDATED

	General Budget 2024/25 \$	Water Budget 2024/25 \$	Sewer Budget 2024/25 \$	Consolidated Budget 2024/25 \$
ASSETS				
Current Assets				
Cash & Cash Equivalents	12,312,271	353,557	7,850,527	20,516,355
Receivables	1,120,650	196,049	108,754	1,425,453
Inventories	7,199,230	-	-	7,199,230
Other	102,102	-	-	102,102
Total Current Assets	20,734,253	549,606	7,959,281	29,243,140
Non-Current Assets				
Infrastructure, Property, Plant & Equipment	371,271,494	30,317,960	29,161,261	430,750,715
Total Non-Current Assets	371,271,494	30,317,960	29,161,261	430,750,715
TOTAL ASSETS	392,005,747	30,867,566	37,120,542	459,993,855
LIABILITIES				
Current Liabilities				
Payables	927,617	155,717	41,719	1,125,053
Borrowings	881,867	-	-	881,867
Provisions	1,738,344	93,458	37,382	1,869,184
Total Current Liabilities	3,547,828	249,175	79,101	3,876,104
Non-Current Liabilities				
Borrowings	2,847,619	-	-	2,847,619
Employee benefit provisions	54,425	2,924	1,169	58,518
Provisions	2,018,000	-	-	2,018,000
Total Non-Current Liabilities	4,920,044	2,924	1,169	4,924,137
TOTAL LIABILITIES	8,467,872	252,099	80,270	8,800,241
Net Assets	383,537,875	30,615,467	37,040,272	451,193,614
EQUITY				
Accumulated Surplus	165,851,875	12,405,467	12,692,272	190,949,614
Revaluation Reserves	217,686,000	18,210,000	24,348,000	260,244,000
Council Equity Interest	383,537,875	30,615,467	37,040,272	451,193,614
Total Equity	383,537,875	30,615,467	37,040,272	451,193,614

Financial Statements (Cont'd)

Narromine Shire Council CASH FLOW STATEMENT

	General Budget 2024/25 \$	Water Budget 2024/25 \$	Sewer Budget 2024/25 \$	Consolidated Budget 2024/25 \$
Cash Flows from Operating Activities				
Receipts:				
Rates & Annual Charges	8,248,870	2,838,772	1,643,739	12,731,381
User Charges & Fees	1,264,299	13,052	-	1,277,351
Interest & Investment Revenue Received	622,457	29,874	245,069	897,400
Grants & Contributions	11,035,594	325,000	-	11,360,594
Other	2,004,995	62,361	-	2,067,356
Payments:				
Employee Benefits & On-Costs	(7,860,363)	(411,115)	(181,038)	(8,452,516)
Materials & Contracts	(4,152,244)	(1,700,608)	(596,370)	(6,449,222)
Borrowing Costs	(149,362)	-	-	(149,362)
Other	(960,070)	-	-	(960,070)
Net Cash provided (or used in) Operating Activities	10,054,176	1,157,336	1,111,400	12,322,912
Cash Flows from Investing Activities				
Receipts:				
Sale of Real Estate Assets	968,740	-	-	968,740
Sale of Infrastructure, Property, Plant & Equipment	1,625,500	-	-	1,625,500
Payments:				
Purchase of Investments	-	-	-	-
Purchase of Infrastructure, Property, Plant & Equipment	(17,678,513)	(939,960)	(592,261)	(19,210,734)
Purchase of Real Estate Assets	(1,300,000)	-	-	(1,300,000)
Purchase of Intangible Assets	-	-	-	-
Net Cash provided (or used in) Investing Activities	(16,384,273)	(939,960)	(592,261)	(17,916,494)
Cash Flows from Financing Activities				
Receipts:				
Proceeds from Borrowings & Advances	1,300,000	-	-	1,300,000
Payments:				
Repayment of Borrowings & Advances	(1,327,347)	-	-	(1,327,347)
Net Cash Flow provided (used in) Financing Activities	(27,347)	-	-	(27,347)
Net Increase/(Decrease) in Cash & Cash Equivalents	(6,357,444)	217,376	519,139	(5,620,929)
plus: Cash, Cash Equivalents & Investments - beginning of year	18,669,715	136,181	7,331,388	26,137,284
Cash & Cash Equivalents - end of the year	12,312,271	353,557	7,850,527	20,516,355
Representing:				
- External Restrictions				11,004,399
- Internal Restrictions				5,957,255
- Unrestricted				3,554,701
				20,516,355

Financial Statements (Cont'd)

Budget 2024-25 EQUITY STATEMENT

	General Budget 2024/25 \$	Water Budget 2024/25 \$	Sewer Budget 2024/25 \$	Consolidated Budget 2024/25 \$
Opening Balance	375,759,310	29,340,522	36,143,941	441,243,773
a. Current Year Income & Expenses Recognised direct to Equity				
- Transfers to/(from) Asset Revaluation Reserve	-	-	-	-
- Transfers to/(from) Other Reserves	-	-	-	-
- Other Income/Expenses recognised	-	-	-	-
- Other Adjustments	-	-	-	-
Net Income Recognised Directly in Equity	-	-	-	-
b. Net Operating Result for the Year	7,778,565	1,274,945	896,331	9,949,841
Total Recognised Income & Expenses (c&d)	7,778,565	1,274,945	896,331	9,949,841
c. Distributions to/(Contributions from) Minority Interests	-	-	-	-
d. Transfers between Equity	-	-	-	-
Equity - Balance at end of the reporting period	383,537,875	30,615,467	37,040,272	451,193,614

Statement of Revenue Policy

Introduction

Section 405 of the *Local Government Act (1993)* requires a Council to include a Statement of Revenue Policy in its Operational Plan. In compiling this statement, a number of significant factors have been considered in conjunction with the projected Operational Budget. In the current economic climate, Council is continuing to face increasing cost pressures while being relatively constrained with a static revenue base. The 2024/2025 Operational Budget has been formulated within these income and cost constraints.

The major factors to be considered in this Statement of Revenue Policy include:

Rate Peg

The rate peg is the maximum percentage amount by which a council may increase its general income for the year. The rate peg does not apply to stormwater, waste collection, water, and sewerage charges. The rate peg applies to general income in total, and not to individual ratepayers' rates.

Revenue from rates represents one of the main sources of income for councils in NSW. The importance of rates revenue varies for different councils but, on average, it represents more than a third of councils' combined total income. Councils also receive income from other sources including grants and contributions, and fees and charges for goods and services they deliver. The rate peg does not constrain income from these other sources.

The rate peg protects ratepayers from excessive rate increases, while ensuring councils receive a fair amount of income from rates which enables them to provide quality services for their communities.

IPART has set the rate peg for the 2024/2025 financial year at 4.5% using their new rate methodology. The rate peg before applying the population factor (the core rate peg), for council is based on:

Component	Percentage change
Base Cost charges (BCC)	3.90
Catch-up adjustment for past changes in the superannuation guarantee rate	0.40
ESL Factor to reflect annual change in council ESL contributions that differ from the changes to the council's BCC.	0.00
ESL Adjustment to reflect the increase in the ESL in the years when increases were not captured by the rate peg previously subsidised by the NSW Government.	0.20
Core Rate Peg	4.50
Population factor	0.00
2024/2025 Rate Peg	4.50%

2024/2025 Catch-up/excess (catch-up)

Council has an excess of \$4,446.00 from 2023/2024 and this amount will be taken in account when calculating the permissible income for 2024/2025.

Rates Statement

Rates are levied on the land value of the property (as determined by the Valuer General) and in accordance with the *Local Government Act, 1993*. Council presently uses the minimum rate plus ad valorem rate, a method that has been in operation for many years and has proved satisfactory.

Council's preferred rating option

Council, in levying their 2024/2025 rates should take necessary steps to avoid exceeding their allowable notional yield. All figures are based on valuations on hand as of 16 June 2024. Council may still be waiting on updated valuations to properties due to objections, splits and amalgamations.

Rating Method Options

The *Local Government Act 1993* provides Council with the following three alternative methods of levying rates:

1. Solely ad valorem rating i.e., cents in the \$ on land value.
2. Minimum rate plus ad valorem rate.
3. A base amount of up to 50% of the total yield required to be raised from a category or sub-category of a rate and applied to all rateable parcels within that category or sub-category plus an ad valorem rate to raise the additional required.

Categorisation of Land for Purposes of Ordinary Rates

Council in accordance with Section 514 *Local Government Act 1993* must declare each parcel of rateable land in its area to be within one of the following categories:

1. Farmland
2. Residential
3. Mining
4. Business

Categorisation as farmland

(Sec 515 Local Government Act 1993)

- (1) Land is to be categorised as **farmland** if it is a parcel of rateable land valued as one assessment and its dominant use is for farming (that is, the business or industry of grazing, animal feedlots, dairying, pig-farming, poultry farming, viticulture, orcharding, bee-keeping, horticulture, vegetable growing, the growing of crops of any kind, forestry or aquaculture within the meaning of the *Fisheries Management Act 1994*, or any combination of those businesses or industries) which:
 - (a) has a significant and substantial commercial purpose or character, and
 - (b) is engaged in for the purpose of profit on a continuous or repetitive basis (whether or not a profit is actually made).
- (2) Land is not to be categorised as farmland if it is rural residential land.
- (3) The regulations may prescribe circumstances in which land is or is not to be categorised as farmland.

Categorisation as residential

(Sec 516 Local Government Act 1993)

- (1) Land is to be categorised as **residential** if it is a parcel of rateable land valued as one assessment and:
 - (a) its dominant use is for residential accommodation (otherwise than as a hotel, motel, guesthouse, backpacker hostel or nursing home or any other form of residential accommodation (not being a boarding house or a lodging house) prescribed by the regulations), or
 - (b) in the case of vacant land, it is zoned or otherwise designated for use under an environmental planning instrument (with or without development consent) for residential purposes, or
 - (c) it is rural residential land.
- 1(A) For the purposes of this section, a **boarding house** or a **lodging house** means a building wholly or partly let as lodging in which each letting provides the tariff-paying occupant with a principal place of residence and in which:
 - (a) each tariff charged does not exceed the maximum tariff for boarding houses or lodging houses for the time being determined by the Minister by order published in the Gazette for the purposes of this subsection, and
 - (b) there are at least 3 tariff-paying occupants who have resided there for the last 3 consecutive months, or any period totalling 3 months during the last year, and includes a vacant building that was so let immediately before becoming vacant, but does not include a residential flat building, licensed premises, a private hotel, a building containing serviced apartments or a backpacker hostel or other tourist establishment.
- (2) The regulations may prescribe circumstances in which land is or is not to be categorised as residential.

Categorisation as mining

(Sec 517 Local Government Act 1993)

- (1) Land is to be categorised as **mining** if it is a parcel of rateable land valued as one assessment and its dominant use is for a coal mine or metalliferous mine.
- (2) The regulations may prescribe circumstances in which land is or is not to be categorised as mining.

Categorisation as business

(Sec 518 Local Government Act 1993)

Land is to be categorised as **business** if it cannot be categorised as farmland, residential or mining.

Strata lots and company titles taken to be separate parcels of land for categorisation

(Sec 518A Local Government Act 1993)

For the purposes of this Part:

- (a) each lot in a strata plan that is registered under the *Strata Schemes Freehold Development Act 2015*, and
- (b) each dwelling or portion of the kind referred to in section 547 (1),

is taken to be a separate parcel for the purposes of categorisation.

Mixed development land

(Sec 518B Local Government Act 1993)

- (1) Definitions In this section, "**mixed development land**" and "**non-residential land**" have the same meanings as in section 14BB of the [Valuation of Land Act 1916](#).
- (2) Categorisation of parts of mixed development land If a valuation is furnished under the [Valuation of Land Act 1916](#) for mixed development land:
 - (a) the part of the land that is non-residential land is taken to have been categorised as business, and
 - (b) the part of the land that is not non-residential land is taken to have been categorised as residential,
 despite sections 515-518.
- (3) **Sub-categories.** The council may determine a sub-category for a part of land to which subsection (2) applies according to the category determined by that subsection for the part.
- (4) **Apportionment of rates and charges.** A rate, the base amount of a rate, or the minimum amount of a rate or of a charge, that is made and levied according to categories or sub-categories of land is to apply to a parcel of mixed development land according to the percentages represented by the apportionment factor for the parcel ascertained under section 14X of the [Valuation of Land Act 1916](#).

How is vacant land to be categorised?

(Sec 519 Local Government Act 1993)

If vacant land is unable to be categorised under section 515, 516 or 517, the land is to be categorised:

- (a) if the land is zoned or otherwise designated for use under an environmental planning instrument—according to any purpose for which the land may be used after taking into account the nature of any improvements on the land and the nature of surrounding development, or
- (b) if the land is not so zoned or designated—according to the predominant categorisation of surrounding land.

Notice of declaration of category

(Sec 520 Local Government Act 1993)

- (1) A council must give notice to each rateable person of the category declared for each parcel of land for which the person is rateable.
- (2) The notice must be in the approved form and must:
 - (a) state that the person has the right to apply to the council for a review of the declaration that the land is within the category stated in the notice, and
 - (b) state that the person has the right to appeal to the Land and Environment Court if dissatisfied with the council's review, and
 - (c) refer to sections 525 and 526.

Council utilises the provisions of Section 528 and 529 of the *Local Government Act 1993* in applying differential rating to the categories of ordinary rates.

When does the declaration of a category take effect?

(Sec 521 Local Government Act 1993)

A declaration that a parcel of land is within a particular category takes effect from the date specified for the purpose in the declaration.

When does the declaration of a category cease?

(Sec 522 Local Government Act 1993)

A declaration that a parcel of land is within a particular category ceases when a subsequent declaration concerning the land takes effect.

When are the declarations of categories reviewed?

(Sec 523 Local Government Act 1993)

- (1) A council need not annually review a declaration that a parcel of land is within a particular category, but may review a declaration—
 - (a) as part of a general review of the categorisation of all or a number of parcels of land, or
 - (b) because it has reason to believe that a parcel of land should be differently categorised.
- (2) A council must review a declaration if required to do so in accordance with section 525 by a person who is rateable in respect of a parcel of land to which the declaration applies.

Notice of change of category

(Sec 524 Local Government Act 1993)

A rateable person (or the person's agent) must notify the council within 30 days after the person's rateable land changes from one category to another.

Application for change of category

(Sec 525 Local Government Act 1993)

- (1) A rateable person (or the person's agent) may apply to the council at any time—
 - (a) for a review of a declaration that the person's rateable land is within a particular category for the purposes of section 514, or
 - (b) to have the person's rateable land declared to be within a particular category for the purposes of that section.
- (2) An application must be in the approved form, must include a description of the land concerned and must nominate the category the applicant considers the land should be within.
- (3) The council must declare the land to be within the category nominated in the application unless it has reasonable grounds for believing that the land is not within that category.
- (4) If the council has reasonable grounds for believing that the land is not within the nominated category, it may notify the applicant of any further information it requires in order to be satisfied that the land is within that category. After considering any such information, the council must declare the category for the land.
- (5) The council must notify the applicant of its decision. The council must include the reasons for its decision if it declares that the land is not within the category nominated in the application.
- (6) If the council has not notified the applicant of its decision within 40 days after the application is made to it, the council is taken, at the end of the 40-day period, to have declared the land to be within its existing category.

Appeal against declaration of category

(Sec 526 Local Government Act 1993)

- (1) A rateable person who is dissatisfied with—
 - (a) the date on which a declaration is specified, under section 521, to take effect, or
 - (b) a declaration of a council under section 525,
 may appeal to the Land and Environment Court.
- (2) An appeal must be made within 30 days after the declaration is made.
- (3) The Court, on an appeal, may declare the date on which a declaration is to take effect or the category for the land, or both, as the case requires.

Adjustment of rates following change in category

(Sec 527 Local Government Act 1993)

A council must make an appropriate adjustment of rates paid or payable by a rateable person following a change in category of land.

Rate may be the same or different for different categories

(Sec 528 Local Government Act 1993)

- (1) The ad valorem amount (the amount in the dollar) of the ordinary rate may be the same for all categories of land or it may be different for different categories.
- (2) The regulations may provide that the ad valorem amount of the ordinary rate for land categorised as mining is to be not more or less than a specified percentage of the ad valorem amount of the ordinary rate for land categorised as business. The regulations may apply to all councils or one or more councils specified in the regulations.

Rate may be the same or different within a category

(Sec 529 Local Government Act 1993)

The criteria in determining the categorisation of land is as follows:

- (1) Before making an ordinary rate, a council may determine a sub-category or sub-categories for one or more categories of rateable land in its area.
- (2) A sub-category may be determined:
 - (a) for the category "farmland"—according to
 - (i) the location of the land, or
 - (ii) the intensity of land use, or
 - (iii) the irrigability of the land, or
 - (iv) economic factors affecting the land,
 - (b) for the category "residential"—according to
 - (i) whether the land is rural residential land, or
 - (ii) whether the land is in a centre of population, or
 - (iii) whether the land is in a residential area or in part of a residential area,
 - (c) for the category "mining"—according to the kind of mining involved,
 - (d) for the category "business"—according to a centre of activity.

Rate may be the same or different within a category (Cont'd)
(Sec 529 Local Government Act 1993)

- (2A) A sub-category may be determined for subsection (2)(b)(iii) only if the council is satisfied on reasonable grounds that it is necessary to identify residential areas because of significant differences between the areas in relation to access to or demand for, or the cost of providing, services or infrastructure.
 - (2B) A sub-category must be identified by reference to geographical names or another way prescribed by the regulations for the sub-category if —
 - (a) the sub-category is identified by reference to the location of the land, or
 - (b) the sub-category is identified by reference to the factor mentioned in subsection (2)(b)(iii).
- Note:** In relation to the category "business", a centre of activity might comprise a business centre, an industrial estate or some other concentration of like activities.
- (3) The ad valorem amount (the amount in the dollar) of the ordinary rate may be the same for all land within a category or it may be different for different sub-categories.
 - (4) Land may be taken to be irrigable for the purposes of subsection (2) (a) if, and only if, it is the subject of a water right within the meaning of the [Valuation of Land Act 1916](#).
 - (5) The regulations may make provision for or with respect to the following—
 - (a) the factors that may or may not be taken into account in determining a sub-category for a category of land for which a sub-category may be determined,
 - (b) public consultation requirements to be followed by councils in determining a sub-category, including by applying, with or without modification, provisions of the Act, the regulations or guidelines concerning the preparation, exhibition and publication of strategic council planning documents.
 - (6) In this section—

geographical name has the same meaning as in the *Geographical Names Act 1966*.
regulatory restrictions mean restrictions imposed by an Act, environmental planning instrument, conservation agreement, or in some other way, specified by the regulations.
strategic council planning document means a community strategic plan, resourcing strategy, delivery program or operational plan mentioned in Chapter 13, Part 2.

Special provisions for residential sub-categories

(Sec 530 Local Government Act 1993)

- (1) This section applies in relation to determining a sub-category (a **residential sub-category**) under section 529 for the category "residential" for rateable land in a council's area.
- (2) The Minister may, from time to time, issue guidelines for the determination of ordinary rates for rateable land in contiguous urban areas.
- (3) Without limiting subsection (2), the guidelines may provide for when an area is, or is not, a contiguous urban area for this section.
- (4) The highest ordinary rate for rateable land in a contiguous urban area must not exceed the average ordinary rate payable for other rateable land in the area by the factor, if any, prescribed by the regulations.
- (5) Despite subsection (4), the Minister may, by written instrument given to a council on its application—
 - (a) determine a factor for the council that is greater than the factor mentioned in subsection (4), and
 - (b) impose conditions in relation to the use of the determined factor.
- (6) The Minister may, by a further written instrument given to a council, vary or revoke a determination, or a condition of a determination, made or imposed for the council under subsection (5).
- (7) If a council decides to make different ordinary rates for residential sub-categories, the council must—
 - (a) publish the reasons for doing so on its website as soon as practicable after making the rates, and
 - (b) set out the reasons in the council's statement of revenue policy in its operational plan for the year concerned.
- (8) The Minister may, from time to time, issue written directions to councils concerning—
 - (a) the factors or circumstances that may, or may not, be used by councils in determining a residential sub-category or the ordinary rate for a residential sub-category, and
 - (b) matters to be included in reasons published for subsection (7)(a).
- (9) A council must comply with the guidelines and directions given by the Minister under this section.

What provisions of this Part apply to the determination of sub-categories?

(Sec 531 Local Government Act 1993)

- (1) Sections 519–527 apply to the determination of sub-categories for a category of rateable land in the same way as those sections apply to the declaration of a category.
- (2) Notice of determination of a sub-category may be given in the same notice as the notice of declaration of a category.

Conservation Agreements

(Sec 555 (1) (b1) and (3) Local Government Act 1993)

Section 555 (1) (b1) and (3) provides provision for council rate exemption for land which is subject to a conservation agreement. Rate exemption provides positive recognition for dedicated landholders undertaking voluntary action to legally protect and actively manage their land for conservation. Through their legacy an invaluable gift is passed on to future generations, ensuring significant natural and cultural heritage is protected.

Determining Category & Sub-Categories

The criteria in determining the categorisation and sub-category of land within the Narromine Shire Council local government area is as follows:

Category	Sub-Category	Description
Farmland		In accordance with Sec 515 of the Local Government Act, 1993
Residential		In accordance with Sec 516 (1)(c) of the Local Government Act, 1993. Relates to rural residential land that is the site of a dwelling, not less than 2 hectares and not more than 40 hectares located outside the town boundaries.
Residential	Narromine	Land within the Narromine town boundary
Residential	Trangie	Land within the Trangie town boundary
Residential	Tomingley	Land within the Tomingley town boundary
Residential	Skypark	Residential land within the Skypark Estate subdivision. This land is not contiguous with the Narromine town boundary.
Business		In accordance with Sec 518 of the Local Government Act, 1993
Business	Narromine	Land within the Narromine town boundary used for business activities.
Business	Trangie	Land within the Trangie town boundary used for business activities.
Business	Industrial Estate	Land located within the Narromine Industrial Estate and land zoned Industrial located between the Narromine town boundary and the current Industrial Estate.
Business	Aerodrome Business Park	Land located within the Aerodrome Business Park
Business	Craigie Lea Industrial Hub	Industrial land located on Craigie Lea Lane Narromine
Mining		All mining located within the Narromine Shire Local Government area.

Categories and sub-categories are shown on the attached Rating Maps.

Rate structure for 2024/2025

Table 2 shows the rates for 2024/2025 using the minimum with ad valorem calculation, based on the 4.5% rate peg and the allowable catch-up.

Impact - Overall increase of 4.5% in the ordinary general rate.

Table 2:

Category	No of Assmts	Rateable Land Value	Minimum	Ad Valorem	Estimated Income
Farmland	827	1,664,807,090	343.29	0.226689	3,780,066.59
Residential	376	81,892,760	343.29	0.360727	300,826.47
Residential - Narromine	1466.89	102,056,685	541.06	1.20205	1,246,785.18
Residential – Trangie	377	9,988,010	441.00	2.60709	263,441.01
Residential - Tomingley	26	896,700	267.88	1.21711	11,345.51
Residential - Skypark	61	7,057,000	541.06	2.36597	166,966.56
Business – Narromine	135.11	10,143,415	1,225.85	3.20959	357,828.47
Business – Trangie	50	1,049,830	1,138.66	8.66777	103,722.37
Business	81	13,189,640	599.91	1.32573	189,589.96
Business – Industrial Estate	38	6,627,000	1,089.94	0.76793	56,579.39
Business – Aerodrome Business Park	22	1,094,150	616.55	1.26491	16,394.80
Business – Craigie Lea Industrial Hub	0	0	616.55	1.09135	0.00
Mining	4	14,074,650	462.48	2.36787	333,705.41
TOTAL	3,464	1,912,876,930			6,827,251.72

How Ordinary Rates are calculated

The calculation used to ascertain the general rates for an individual property are:

$$\text{➤ } \frac{\text{Land Value} \times \text{Ad Valorem}}{100} = \text{Ordinary Rate}$$

Note: If the result of the calculation is under the amount shown in the Minimum column of the above table for the category or sub-category required, then the Minimum rate is payable.

Average rates payable. (Ordinary Rates only)

Table 3 shows the average general rates per rating category and sub-category. However, it should be noted that this may not be a true reflection of the average rates due to variations in land values.

Table 3:

Category/Sub-Category	No of Assmts	Average Rates 2023/2024	Average Rates 2024/2025
Farmland	827	4,391.62	4,570.82
Residential	376	765.44	800.07
Residential - Narromine	1466.89	812.63	849.95
Residential – Trangie	377	669.12	698.78
Residential - Tomingley	26	417.81	436.37
Residential - Skypark	61	2,621.01	2,737.16
Business – Narromine	135.11	2,581.22	2,648.42
Business – Trangie	50	1,986.42	2,074.45
Business	81	1,924.83	2,340.62
Business – Industrial Estate	38	1,425.74	1,488.93
Business – Aerodrome Business Park	22	688.29	745.22
Business – Craigie Lea Industrial Hub	0	0.00	0.00
Mining	4	79,886.03	83,426.35

Rate mix history

Table 4 outlines the rating mix history from the 2018/2019 rating year to the current rating year.

Table 4:

Category/ Sub-Categories	Percentage of Rates Yield					
	2018/19	2019/20	2020/21	2021/22	2023/24	Estimated 2024/25
Farmland	56.90	56.88	56.86	56.56	55.88	55.37
Residential	4.39	4.40	4.41	4.42	4.42	4.41
Residential - Narromine	18.19	18.20	18.22	18.20	17.97	18.26
Residential – Trangie	3.92	3.92	3.92	3.92	3.87	3.86
Residential - Tomingley	0.19	.18	.18	.17	.17	0.17
Residential - Skypark	1.44	1.44	1.44	1.77	2.45	2.45
Business – Narromine	5.41	5.40	5.40	5.40	5.24	5.25
Business – Trangie	1.55	1.55	1.55	1.55	1.53	1.52
Business	2.39	2.39	2.37	2.37	2.37	2.78
Business – Industrial Estate	0.83	.83	.85	.84	.83	0.83
Business – Aerodrome Business Park	0.00	0.00	0.00	0.00	.23	0.24
Business – Craigie Lea Industrial Hub	0.00	0.00	0.00	0.00	0.00	0.00
Mining	4.79	4.79	4.80	4.80	4.91	4.89
TOTAL %	100%	100%	100%	100%	100%	100%

Interest rate

In accordance with Section 566(3) of the Local Government Act, 1993 it has been determined that the maximum interest rate payable on overdue rates and charges for 2024/2025 will be 10.5% per annum.

Instalment dates

Section 562 (3)(b) *Local Government Act 1993* states "If payment is made by quarterly instalments, the instalments are payable by 31 August, 30 November, 28 February and 31 May", except as provided in Subsection 4". It has been Council's practice to extend the payment date to the first working day after the due date if the instalment falls due on a weekend or public holiday.

Methods of payment

Currently payments for rates and charges can be made by one of the following options:

- In person at Council's Customer Service & Payments Centre between the hours of 8.45am and 4.30pm Monday to Friday.
- At any Australia Post Branch or Agency Australia wide.
- Cheques and money orders may be posted to Council's office.
- EFTPOS (No cash given out) at Council's Customer Service & Payments Centre.
- BPay using telephone or internet banking.
- Council website www.narromine.nsw.gov.au and select the "Pay my Rates" option.
- Bankcard, Mastercard and Visa payments are accepted over the telephone.
- A Direct Debit from a nominated bank account can be arranged by contacting Council's Customer Service & Payment's Centre.
- In person at the Trangie Post Office Agency located at the Trangie Newsagency during normal operating hours.
- Directly into Council's bank account (prior arrangements must be made).
- Centrepay deductions for eligible pensioners.
- BPay view - By signing up for [eNotices](#) and selecting the option to "**pay my notice.**"
- Flexi Pay – By scanning the QR code on your rate notice.

Other services

Under Section 501 (1) of the *Local Government Act 1993*, a Council may make an annual charge for any of the following services provided, or proposed to be provided, on an annual basis by the Council:

- Water supply services
- Sewerage services
- Drainage services
- Waste management services (other than domestic waste management services)
- Any services prescribed by the regulations

Best-practice pricing – water supply, sewerage and trade waste

The introduction of best-practice pricing is essential for the effective and sustainable management of Council's water supply and sewerage businesses and minimisation of customer bills.

The purpose of best-practice management is:

- to encourage the effective and efficient delivery of water supply and sewerage services; and
- to promote sustainable water conservation practices and water demand management throughout NSW.

With increasing demands on the limited water resources of NSW, it is vital that these resources are managed in an efficient and sustainable manner.

Best-practice management is essential for efficient and sustainable management of water resources and the environment. It enables Council to achieve sustainable water supply and sewerage businesses and comply with the Australian Government's *National Competition Policy (NCP)* and *National Water Initiative (NWI)*.

Best-practice water supply pricing requires that the usage charge recover those costs that vary with demand in the long-term (i.e. long-run marginal cost), through a usage charge.

Section 552 (1)(b) of the *Local Government Act 1993* prescribes that Council may levy a special rate or charge on land that is situated within 225 metres of a water pipe of the council whether the land has a frontage or not to the public road (if any) in which the water pipe is laid, and although the land is not actually supplied with water from any water pipe of the council.

Section 552 (3)(a) of the *Local Government Act 1993* prescribes that Council may levy a special rate or charge relating to the sewerage on all land except land which is more than 75 metres from a sewer of the council and is not connected to the sewer.

Residential water access charge – Narromine, Trangie, Rural and Tomingley

(Sec 501 Local Government Act 1993)

The access charge is an annual charge to customers and is independent of the level of consumption. The water access charge for the 2024/2025 rating year will be charged in accordance with the Department of Water & Energy Best-Practice Management of Water Supply and Sewerage Guidelines 2007.

The residential water access charges for 2024/2025, based on connection size with an average 15.11% increase are shown below:

DESCRIPTION	NO OF SERVICES	2023/2024 ACCESS CHARGE	2024/2025 ACCESS CHARGE
Narromine Water Access Charge 20mm	1402	294.00	339.00
Narromine Water Access Charge 25mm	138	456.00	525.00
Narromine Water Access Charge 32mm	47	745.00	857.00
Narromine Water Access Charge 40mm	12	1,160.00	1,335.00
Narromine Water Access Charge 50mm	1	1,795.00	2,065.00
Narromine Water Access Charge 100mm	0	7,205.00	8,290.00
Trangie Water Access Charge 20mm	393	294.00	339.00
Trangie Water Access Charge 25mm	19	456.00	525.00
Trangie Water Access Charge 32mm	10	745.00	857.00
Trangie Water Access Charge 40mm	5	1,160.00	1,335.00
Trangie Water Access Charge 50mm	0	1,795.00	2,065.00
Trangie Water Access Charge 100mm	0	7,205.00	8,290.00
Tomingley Water Access Charge 20mm	27	294.00	339.00
Tomingley Water Access Charge 25mm	3	456.00	525.00
Tomingley Water Access Charge 32mm	0	745.00	857.00
Tomingley Water Access Charge 40mm	0	1,160.00	1,335.00
Tomingley Water Access Charge 50mm	0	1,795.00	2,065.00
Tomingley Water Access Charge 100mm	0	7,205.00	8,290.00

The estimated yield from Residential Water Access Charges is \$775,267.

Residential water user charges – All areas

(Sec 502 Local Government Act 1993)

Best practice water supply pricing requires that the usage charge recover those costs that vary with demand in the long term.

The residential water consumption charge for 2024/2025 based on a flat kilolitre charge with an increase of 14.89% are shown below:

DESCRIPTION	2023/2024 CHARGE PER KL	2024/2025 CHARGE PER KL
Consumption Charge (per kilolitre)	\$2.35	\$2.70

Non-residential water access charge – Narromine, Trangie, Rural and Tomingley (Sec 501 Local Government Act 1993)

The access charge is an annual charge to customers and is independent of the level of consumption. The water access charge for the 2024/2025 rating year will be charged in accordance with the Department of Water & Energy Best-Practice Management of Water Supply and Sewerage Guidelines 2007.

The non-residential water consumption charge for 2024/2025 based on a flat kilolitre charge with an increase of 15.11% are shown below:

DESCRIPTION	No of Services	2023/2024 ACCESS CHARGE	2024/2025 ACCESS CHARGE
Narromine Com Water Access Charge 20mm	125	294.00	339.00
Narromine Com Water Access Charge 25mm	21	456.00	525.00
Narromine Com Water Access Charge 32mm	19	745.00	857.00
Narromine Com Water Access Charge 40mm	17	1,160.00	1,335.00
Narromine Com Water Access Charge 50mm	5	1,795.00	2,065.00
Narromine Com Water Access Charge 100mm	6	7,205.00	8,290.00
Trangie Com Water Access Charge 20mm	61	294.00	339.00
Trangie Com Water Access Charge 25mm	5	456.00	525.00
Trangie Com Water Access Charge 32mm	4	745.00	857.00
Trangie Com Water Access Charge 40mm	2	1,160.00	1,335.00
Trangie Com Water Access Charge 50mm	2	1,795.00	2,065.00
Trangie Com Water Access Charge 100mm	0	7,205.00	8,290.00
Rural Com Water Access Charge 20mm	37	294.00	339.00
Rural Com Water Access Charge 25mm	7	456.00	525.00
Rural Com Water Access Charge 32mm	2	745.00	857.00
Rural Com Water Access Charge 40mm	4	1,160.00	1,335.00
Rural Com Water Access Charge 50mm	2	1,795.00	2,065.00
Rural Com Water Access Charge 100mm	0	7,205.00	8,290.00
Tomingley Com Water Access Charge 20mm	6	294.00	339.00
Tomingley Com Water Access Charge 25mm	1	456.00	525.00
Tomingley Com Water Access Charge 32mm	1	745.00	857.00
Tomingley Com Water Access Charge 40mm	1	1,160.00	1,335.00
Tomingley Com Water Access Charge 50mm	0	1,795.00	2,065.00
Tomingley Com Water Access Charge 100mm	0	7,205.00	8,290.00

Council will consider, on a case by case basis, applications from non-profit community groups for a 50% reduction in Water Access Charges.

The estimated yield from Non-Residential Water Charges is \$218,128.

Non-residential water user charges – Narromine, Trangie, Rural and Tomingley

(Sec 502 Local Government Act 1993)

Best practice water supply pricing requires that the usage charge recover those costs that vary with demand in the long term. To improve the effectiveness of pricing signals Council issues quarterly accounts.

The non-residential water consumption charges for 2024/2025 showing an increase of 16% are shown below:

DESCRIPTION	2023/2024 CHARGE PER KL	2024/2025 CHARGE PER KL
Non-Residential Consumption Charge (per kilolitre)	\$2.50	\$2.90

Residential sewer access charges – Narromine and Trangie

(Sec 501 Local Government Act 1993)

Best practice sewerage pricing involves a uniform annual sewerage bill for residential customers. Council moved to sewer access charges in accordance with the Department of Land and Water Conservation "Water Supply, Sewerage & Trade Waste Pricing Guidelines" in the 2003/04 rating year.

The annual sewerage service charge will be applied to all single dwellings, strata title units and vacant land where a sewerage service is available. The residential sewer access charges based on a 5.13% increase for 2024/2025 are shown below:

DESCRIPTION	NUMBER OF SERVICES	2023/2024 ACCESS CHARGE	2024/2025 ACCESS CHARGE
Narromine Residential Sewer Access Charge	1,499	702.00	738.00
Trangie Residential Sewer Access Charge	363	702.00	738.00

The estimated yield from Residential Sewer Access Charges is \$1,374,156.

Non-residential sewer access charge – Narromine and Trangie

(Sec 501 Local Government Act 1993)

Best practice guidelines for non-residential customers involve an appropriate sewer usage charge which is required for the estimated volume discharged to the sewerage system, together with an access charge based on the capacity requirements that their loads place on the system relative to residential customers. The sewer access charge for the 2024/2025 rating year will be charged in accordance with the Department of Water & Energy Best-Practice Management of Water Supply and Sewerage Guidelines 2007.

The non-residential sewer access charges for 2024/2025, based on connection size and a 5% increase are shown below:

DESCRIPTION	NUMBER OF SERVICES	2023/2024 ACCESS CHARGE	2024/2025 ACCESS CHARGE
Narromine, Trangie Non-Residential Sewer Access Charge – 20mm	259	249.44	261.91
Narromine, Trangie Non-Residential Sewer Access Charge – 25mm	48	389.75	409.24
Narromine, Trangie Non-Residential Sewer Access Charge – 32mm	52	638.57	670.49
Narromine, Trangie Non-Residential Sewer Access Charge – 40mm	36	997.76	1,047.65
Narromine, Trangie Non-Residential Sewer Access Charge – 50mm	23	1559.00	1,636.95
Narromine, Trangie Non-Residential Sewer Access Charge – 80mm	1	3,991.04	4,190.59
Narromine, Trangie Non-Residential Sewer Access Charge – 100mm	8	6,236.00	6,547.80

In accordance with the guideline a minimum charge of \$738.00 (Total of Annual Charge and Usage will apply). To facilitate the charging of this minimum the annual charge for non-residential properties will be removed from the rates instalment notice and will appear as a quarterly charge on the Water/Sewer Usage Account.

The estimated yield from Non-Residential Sewer Access Charges is \$254,282.

Non-residential sewer usage charges – Narromine, Trangie and Rural (Sec 501 Local Government Act 1993)

Best practice guidelines for non-residential customers involves an appropriate sewer usage charge which is required for the estimated volume discharged to the sewerage system based on the capacity requirements that their loads place on the system relative to residential customers.

Council moved to sewer usage charges in accordance with the Department of Land and Water Conservation "Water Supply, Sewerage & Trade Waste Pricing Guidelines" in the 2003/04 rating year. The usage charges for 2024/2025 will be calculated as follows:

- Sewer Discharge Factor (SDF) x (Access Charge + (Consumption x Usage Charge))
- The usage charge for 2024/2025 is \$2.90 per kl.
- Minimum Charge per annum \$738.00

Non-residential sewer access charges – non rateable properties (Schools and Churches etc) (Sec 501 Local Government Act 1993)

Council can provide Community Service Obligations (CSOs) to non-rateable properties and Council has such a scheme in place. These non-rateable properties are not subject to the access charge but are responsible for water and sewer usage charges.

The charges for 2024/2025 will be calculated as follows:

- Sewer Discharge Factor (SDF) x (Access Charge + (Consumption x Usage Charge))
- The usage charge for 2024/2025 is \$2.90 per kl.

Non-residential sewer access charges – multiple use properties (Flats, Motels, Hotels, Caravan Parks etc) (Sec 501 Local Government Act 1993)

Best practice sewerage pricing involves a uniform annual sewerage bill for multiple use properties (flats, motels, hotels, caravan parks, etc). Council moved to sewer access charges in accordance with the Department of Land and Water Conservation "water supply, sewerage & trade waste pricing guidelines" in the 2003/04 rating year.

The charges for 2024/2025 will be calculated as follows:

- Sewer Discharge Factor (SDF) x (Access Charge + (Consumption x Usage Charge))
- The usage charge for 2024/2025 is \$2.90 per kl.
- Minimum Charge per annum \$738.00

Liquid Trade waste charges – non-residential (Narromine and Trangie)

(Sec 501 Local Government Act 1993)

In accordance with the NSW Framework for Regulation of Sewerage and Trade Waste, Council is required to have a Liquid Trade Waste Policy in place. The policy sets out how Council will regulate sewerage and trade waste discharges to its sewerage system and is concerned with the approval, monitoring and enforcement process for liquid trade wastes discharged to Council's sewerage system and the levying of commercial sewerage and liquid trade waste fees and charges. Council is required to put in place a Policy that has been developed to ensure the proper control of liquid trade waste and subsequently the protection of public health, worker safety, the environment, and Council's sewerage system. In addition to this, the Policy also aims to promote waste minimisation, water conservation, water recycling and bio solids reuse.

The objectives of the policy are:

- to protect public and workers health and safety and the environment
- to protect NSC's assets from damage
- to minimise adverse impacts on the sewage treatment processes
- to assist Council meeting regulatory and licence compliance
- to promote water conservation, waste minimization, cleaner production, effluent recycling and biosolids reuse
- to provide an environmentally responsible liquid trade waste service to the non-residential sector
- to ensure commercial provision of services and full cost recovery through appropriate sewerage and liquid trade waste fees and charges.

Sewerage systems are generally designed to cater for waste from domestic sources that are essentially of predictable strength and quality. Liquid trade wastes may exert much greater demands on sewerage systems than domestic sewage and, if uncontrolled, can pose serious problems to public health, worker safety, Council's sewerage system and the environment.

Liquid trade waste is defined in the Local Government (General) Regulation 2021 as:
"Liquid trade waste means all liquid waste other than sewage of a domestic nature."

Liquid trade waste discharges to the sewerage system include liquid wastes from:

- industrial premises
- business/commercial premises (e.g. beautician, florist, hairdresser, hotel, motel, restaurant, butcher, supermarket, etc.)
- community/public premises (including clubs, school, college, university, hospital and nursing home)
- any commercial activities carried out at residential premises
- saleyards, racecourses and stables and kennels that are not associated with domestic households

Liquid Trade waste charges – non-residential (Narromine and Trangie) (Cont'd)
(Sec 501 Local Government Act 1993)

- tankered human waste, ship-to-shore waste from marina pump-out facilities, portable toilet waste and established sites for the discharge of pan contents from mobile homes/caravans
- any other waste tankered to the sewerage facilities, e.g. commercial or industrial waste from un-sewered areas.

Liquid trade waste excludes:

- toilet, hand wash basin (used for personal hygiene only), shower and bath wastes derived from all the premises and activities mentioned above
- wastewater from residential toilets, kitchens, bathrooms or laundries (i.e., domestic sewage)
- wastewater from common laundry facilities in caravan parks (Note that discharges from common kitchen facilities in caravan parks are liquid trade waste)
- residential pool backwash.

Liquid trade waste discharged to the sewerage system from industrial, commercial or other non-residential customers can impose significant costs on sewage transport and treatment facilities. To recover these costs and to ensure removal of existing significant cross-subsidies from residential customers, appropriate fees and charges are levied for liquid trade waste.

Council's liquid trade waste fees and charges include:

- general fees and charges (application fee, annual liquid trade waste fee, inspection and/or re-inspection fees and renewal fees)
- category specific charges (trade waste usage charges for Charging Category 2 discharges, excess mass charges for Charging Category 3 discharges, charges for Charging Category 2S discharges and noncompliance charges)
- other charges related to the nature of waste (e.g. charges for the discharge of stormwater from large areas)

The policy places each premises into one of four discharge classifications being

- Concurrence Classification A – liquid trade waste for which Council has been authorised to assume concurrence to the approval subject to certain requirements
- Concurrence Classification B – liquid trade waste for which Council may apply for authorisation to assume concurrence to the approval subject to certain requirements
- Concurrence Classification S – the acceptance of septic tank, pan waste and ship-to-shore pump-out etc. Council may apply for authorisation to assume concurrence to the approval subject to certain conditions
- Concurrence Classification C – all other liquid trade waste that do not fall within Concurrence Classification A, B or S, and therefore require Council to forward the application for concurrence.

Liquid Trade waste charges – non-residential (Narromine and Trangie) (Cont'd)
(Sec 501 Local Government Act 1993)

Additional fees and charges may be levied by Council if wastewater is discharged to Council's sewerage system from the following equipment and or processes, with Council's approval.

- Food waste disposal units (i.e., garbage grinders/insinkerators)
- Solid food waste processing unit
- Discharge of stormwater to the sewerage system from large open areas or large quantities of groundwater

These fees and charges will be calculated based on each application.

The general discharge fee is calculated using the volume of waste liquid (based on water usage) and the biological and chemical makeup of the trade waste liquid.

The general equation is as follows: -

$$\text{Liquid Trade Waste Usage Charge (\$)} = Q \times \$*/\text{kL}$$

Where: Q = Volume (kL) of liquid trade waste discharged to sewer. \$* = rate determined by Biological and/or Chemical content of the waste.

Furthermore, complex equations are provided within the Policy where excess mass discharges have occurred or non-compliances have occurred. The Policy is applicable to all commercial and industrial premises with exemption for obtaining approval being provided for certain activities, subject to the activity meeting and maintaining minimum requirements, as detailed in the Policy.

The Policy is quite technical in the requirements, particularly around determining the appropriate categories, the volume of discharge, biological and chemical makeup of the discharge, as well as the calculation of the fee; however, the Policy is based on the model policy produced by the Department of Water and Energy. Council adopted its Liquid Trade Waste Policy in 2022.

Liquid trade waste user charges are charged in addition to the non-residential sewer charges to applicable properties.

For charging purposes there are 4 liquid trade waste charging categories

- Category 1 – discharges requiring minimal pre-treatment, or prescribed pre-treatment but low impact on the sewerage system. These dischargers will only pay an annual fee. If pre-treatment equipment is not provided or maintained, non-compliance charges will be applied.
- Category 2 – discharges with prescribed pre-treatment and other activities listed under this charging category in Appendix D. These dischargers will pay trade waste usage charge and annual trade waste fee. If pre-treatment equipment is not provided or not maintained, then such dischargers will be required to pay non-compliance usage charge.

Liquid Trade waste charges – non-residential (Narromine and Trangie) (Cont'd)
(Sec 501 Local Government Act 1993)

- Category 2S – transporters who tanker human waste to Council's STWs, owners/operators of ship-to-shore pump out facilities and owners/operators of 'dump points' directly connected to sewer • Category 3 – large (>20 kL/d) and industrial discharges (excluding shopping centres and institutions). Such dischargers will pay excess mass charges. If the discharge fails to comply with Council's acceptance limits, dischargers will be required to pay non-compliance excess mass charges and pH charges.

The liquid trade waste charges for 2024/2025 based on an average 5.23% increase, apart from Category 1 and 2S dischargers which will see a 5.09% increase are shown below:

		2023/2024 CHARGE	2024/2025 CHARGE
Annual Trade Waste Fee – Category 1 Dischargers	Annual Trade Waste Fee	\$108.00	\$113.50
Annual Trade Waste Fee – Category 2 Dischargers	Annual Trade Waste Fee	\$112.00	\$118.00
Annual Trade Waste Fee – Category 2S Dischargers	Annual Trade Waste Fee	\$157.50	\$165.50
Annual Trade Waste Fee – Classification C (High Risk) – Category 3 Dischargers	Annual Trade Waste Fee	\$707.00	\$743.00
Inspection Fee – Category 1 & 2	Inspection Fee	\$102.00	\$107.50

The estimated yield for the annual Liquid Trade Waste fee is \$7,128.

In addition, a trade waste usage charge is calculated by applying an additional discharge factor (identified as being the portion of liquid trade waste discharged into the sewer) by a specified fee per kl and apply to dischargers.

The usage charges for Category 1 & 2 dischargers only for 2024/2025 will be calculated as follows:

- Consumption x Liquid Trade Waste Discharge Factor (TWDF) x User Charge
- The usage charge for 2024/2025 is \$2.80 per kl.

Domestic waste management charge – Narromine, Trangie and Tomingley

(Sec 496 Local Government Act 1993)

A council must make and levy an annual charge for the provision of domestic waste management services for each parcel of rateable land for which the service is available. Council has reviewed the waste management operations to determine the appropriate current and future costs to be included as part of the reasonable costs determination. The *Local Government Act 1993* requires that the level of charges must be based upon "reasonable costs".

Council implemented a two-tiered domestic waste management charge in 1994/1995, designed to reflect the levels of cost that are associated with varying degrees of service delivery. A tiered fee structure is the most effective method of charging for domestic waste management and is designed to fully recover all costs incurred. Council has put forward a structure which includes a 5.13% increase for Domestic Waste Management Charges for 2024/2025.

Where a dwelling has been constructed on vacant land during the current rating year, an adjustment will be made on the charges levied for that land. i.e.: an apportionment of the vacant charge on a daily basis multiplied by the number of days up to the time the dwelling is completed and a charge for services from the completion date of the dwelling multiplied by the number of days remaining in current year.

Where additional Domestic Waste Management services are requested, the charge shall be equivalent to the current annual charge levied, for the first Domestic Waste Service, apportioned for the number of days remaining in the rating year. Where additional Domestic Waste Services are already provided the charge shall be equivalent to the current annual charge levied for each service provided. The waste collection areas are shown on the attached maps.

The Domestic Waste Management Service Charges for the 2024/2025 year includes a 5.13% increase. The charge is shown in the table below:

DESCRIPTION	No of Services	2023/2024 SERVICE CHARGE (Per Service)	2024/2025 SERVICE CHARGE (Per Service)
Domestic Waste Management Charge	2,156	429.00	451.00

The estimated yield for Domestic Waste Management Charge is \$972,356.

Recycling services – Narromine, Trangie and Tomingley

(Sec 501 Local Government Act 1993)

Council has joined forces with Dubbo Regional Council to provide a fortnightly recycling service. This service allows residents to recycle more resulting in a reduction in waste having to be disposed of to landfill. This service allows maximum recovery of resources and helps reduce greenhouse gas emissions. These fees are charged based on each occupied residential and commercial property.

The recycling service will be provided to residents within the current collection area in Narromine, Trangie and Tomingley. The cost of providing the recycling service will be a separate charge and will be applied across rateable properties in Narromine, Trangie and Tomingley in addition to any waste collection charge including the unoccupied waste management charge.

The Recycling Service Charges for the 2024/2025 rating year includes a 6.96% increase. The charge is shown in the table below:

DESCRIPTION	No of Services	2023/2024 SERVICE CHARGE (Per Service)	2024/2025 SERVICE CHARGE (Per Service)
Recycling Service – Domestic (Sec 496 Local Government Act 1993)	2,066	115.00	123.00
Recycling Service – Other (Sec 501 Local Government Act, 1993)	305	115.00	123.00

The estimated yield from the Recycling Service is \$291,633.

Unoccupied domestic waste service – Narromine, Trangie and Tomingley

(Sec 501 Local Government Act 1993)

All rateable land that is situated within the area in which a domestic waste management service can be provided whether occupied land or vacant land, must be subject to an annualised section 501 charge.

The Unoccupied Domestic Waste Charge for the 2024/2025 rating year includes a 7.07% increase. The charge is shown in the table below:

DESCRIPTION	No of Services	2023/2024 SERVICE CHARGE	2024/2025 SERVICE CHARGE
Waste Management – Unoccupied	174	99.00	106.00

The estimated yield from Unoccupied Domestic Waste Service Charge is \$18,444.

Waste depot charge – Rural ratepayers only

(Sec 501 Local Government Act 1993)

Council currently provides waste management facilities for all ratepayers in the Shire. The rural ratepayers pay a small percentage of what the Narromine, Trangie and Tomingley residential and commercial ratepayers are charged as their contribution to the running expenses of waste facilities. It is proposed that rateable rural properties, except for Crown land licences and leases, be charged \$106.00 per annum for this service. Crown land licences and leased properties will be exempt from the waste depot charge if the following conditions are met:

- Licences (pump sites) and leases for land areas under 10ha.
- The licence/lease is held in the same name or company name for an existing property categorised as farmland or rural residential.

The estimated yield from the Waste Depot Charge is \$110,770.

Commercial waste management charges – Narromine, Trangie and Tomingley

(Sec 501 Local Government Act 1993)

Council will levy a charge for commercial waste management for commercial properties in Narromine and Trangie in accordance with Section 501 of the *Local Government Act 1993*. These fees are charged based on each property serviced multiplied by the number of services provided.

The Commercial Waste Management Service Charge for the 2024/2025 rating year includes a 5.07% increase. The charge is shown in the table below:

DESCRIPTION	NUMBER OF SERVICES	2023/2024 SERVICE CHARGE (Per Service)	2024/2025 SERVICE CHARGE (Per Service)
Waste Management – Commercial	511	434.00	456.00

The estimated yield from the Commercial Waste Management Charge is \$233,016.

Food and Organics Collection - Residential Properties (FOGO)

Council introduced a weekly Food and Organics Collection Service to stand alone residential properties in Narromine, Trangie and Tomingley from 1 July 2018. It is proposed to increase this charge by 5.43% for the 2024/2025 rating year.

Council will grant a \$50.00 concession (\$12.50 per quarter) to eligible pensioners towards the cost of this service. The full cost of this concession will be subsidised by Council.

DESCRIPTION	NUMBER OF SERVICES	2023/2024 SERVICE CHARGE (Per Service)	2024/2025 SERVICE CHARGE (Per Service)
Food and Organic Collection	2056	92.00	97.00

The estimated yield from the Food and Organics Collection Charge is \$199,432. The estimated cost of the pensioner concession will be approximately \$23,000.

Stormwater levy

(Sec 496A Local Government Act 1993)

Charge Methodology

The *Local Government Act 1993* provides Council with the ability to make and levy a charge for the provision of stormwater management services for each parcel of rateable land for which the service is available. Council has a large capital works program to complete for stormwater in each of the three towns within the shire. This levy enables significant works to be funded over the next ten year program. Council will endeavour to ensure equitable distribution of stormwater management services over time.

Urban Land Exempt from the Stormwater Management Service Charge

The same exemptions that apply to non-rateable properties for other rates and charges also apply in respect of the stormwater management service charge pursuant to the *Local Government Act 1993*.

In addition, the following properties are also exempt from this charge under the provisions:

- Rateable land owned by the Crown
- Rateable land under a lease for private purposes granted under the *Housing Act 2001* or the *Aboriginal Housing Act 1998*
- Vacant Land, as in land containing no buildings, car parks or large areas of material such as concrete (i.e., no impervious surfaces)
- Rural residential or rural business land (i.e., land not located within a village, town or city)
- Land belonging to charities and public benevolent institutions

Stormwater levy (Cont'd) (Sec 496A Local Government Act 1993)

Councils are also not to levy the charge on properties where they do not provide a stormwater management service.

Properties categorised as Residential

A flat charge of \$25.00 is to be charged against each eligible assessment categorised as Residential within the urban stormwater catchment. As the cost of managing stormwater runoff from impervious surfaces is usually less per residential strata lot than for standard residential property, a flat charge of \$12.50 will be charged against each eligible Strata unit within the urban stormwater catchment.

Properties categorised as Business

A stormwater Management Service Charge is to be charged against eligible assessment categorised as business within the stormwater catchment area based on the following criteria –

- \$25 for all lots with an area below 1,200 m²
- \$50 for lots with an area greater than or equal to 1,200 m² and below 5,000 m²
- \$100 for lots with an area greater than or equal to 5,000 m² and below 10,000 m²
- \$375 for lots with an area greater than or equal to 10,000 m²

Exemptions to Properties categorised as Business

All properties zoned RE1 and RE2 (Private Recreation) will be exempt from this charge as they have large areas of open space and limited impervious surfaces.

Discounts or Rebates

No discounts or rebates are to be allowed against this charge.

Apportionment of Charges

Where a dwelling has been constructed on vacant land during the current rating year, an adjustment will be made on the charges levied for that land. i.e., an apportionment of the stormwater charge on a daily basis multiplied by the number of days from the completion date of the dwelling multiplied by the number of days remaining in current year.

The estimated yield from the Stormwater Management Service Charge is \$52,988.

Hardship Policy

Council has adopted a Hardship Policy for those ratepayers that are experiencing difficulty with payment of rates, charges and/or fees. The Policy and associated application form can be located on Council's web site: <http://www.narromine.nsw.gov.au>

Rounding

Some charges in this Policy have been rounded to the nearest dollar.

Emergency Services Levy

In 2017 the NSW Government abolished the ESL levy paid on top of insurance premiums with a new FESL calculated on unimproved land values. The new scheme relied on Councils to collect the FESL on behalf of the NSW Government from its rate payers.

The NSW Government now charges this annual charge (FESL) to Councils but due to community feedback deferred the ability for Councils to charge ratepayers. An announcement regarding this reform will be made following further community consultation.

The annual charge to Council for the 2024/2025 financial year is \$456,066.58.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' to its business activities as part of the national competition policy which is being applied throughout Australia at all levels of government. The framework for its application is set out in the June 1996 Government Policy statement on the "Application of National Competition Policy to Local Government".

The "Pricing & Costing for Council Businesses a Guide to Competitive Neutrality" issued by the Office of Local Government in July 1997 has also been adopted. The pricing & costing guidelines outline the process for identifying and allocating costs to activities and provide a standard of disclosure requirements. These disclosures are reflected in Council's pricing and include taxation equivalents; council subsidies; return on investments (rate of return); and dividends paid.

Comprising the whole of the operations and assets of the water supply systems servicing the towns of Narromine, Trangie and Tomingley.

Government policy requires that subsidies provided to customers and the funding of those subsidies must be explicitly disclosed. Subsidies occur where council provides services on a less than cost recovery basis.

National Competition Policy (Cont'd)

This option is exercised on a range of services in order for council to meet its community service obligations. Accordingly, subsidies disclosed (in relation to National Competition Policy) represents the difference between revenue generated from 'rate of return' pricing and revenue generated from prices set by the council in any given financial year.

The overall effect of subsidies is contained within the Income Statement of each reported Business Activity in Council's Long Term Financial Plan.

Statement of borrowings

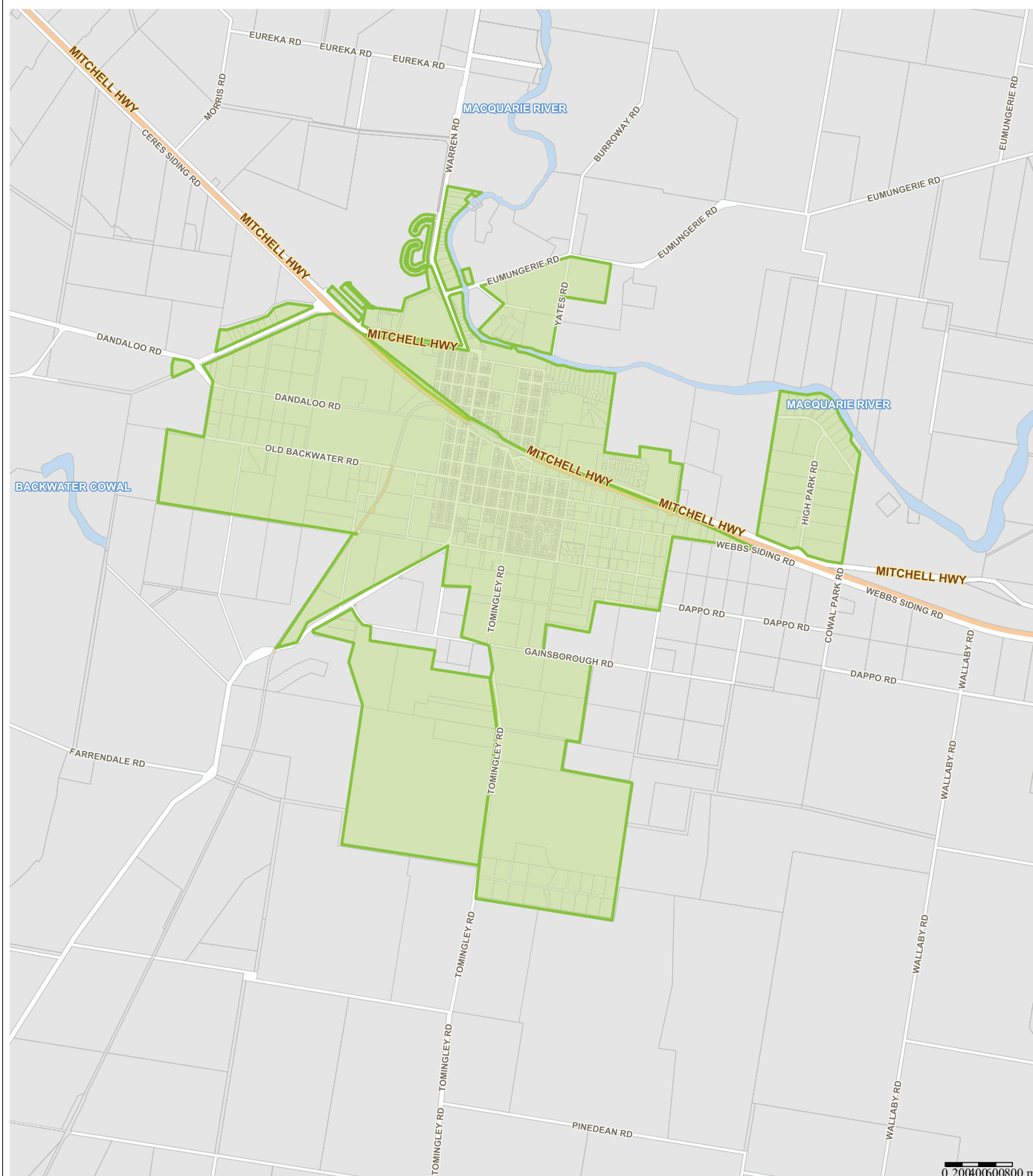
Council is planning the following borrowings for the 2024/25 financial year:

- \$1,3000,000 – Residential Land Estate Development 36 Jones Circuit Narromine

Appendices

Appendix 1 - Garbage Collection Areas

Appendix 2 – Rating Maps



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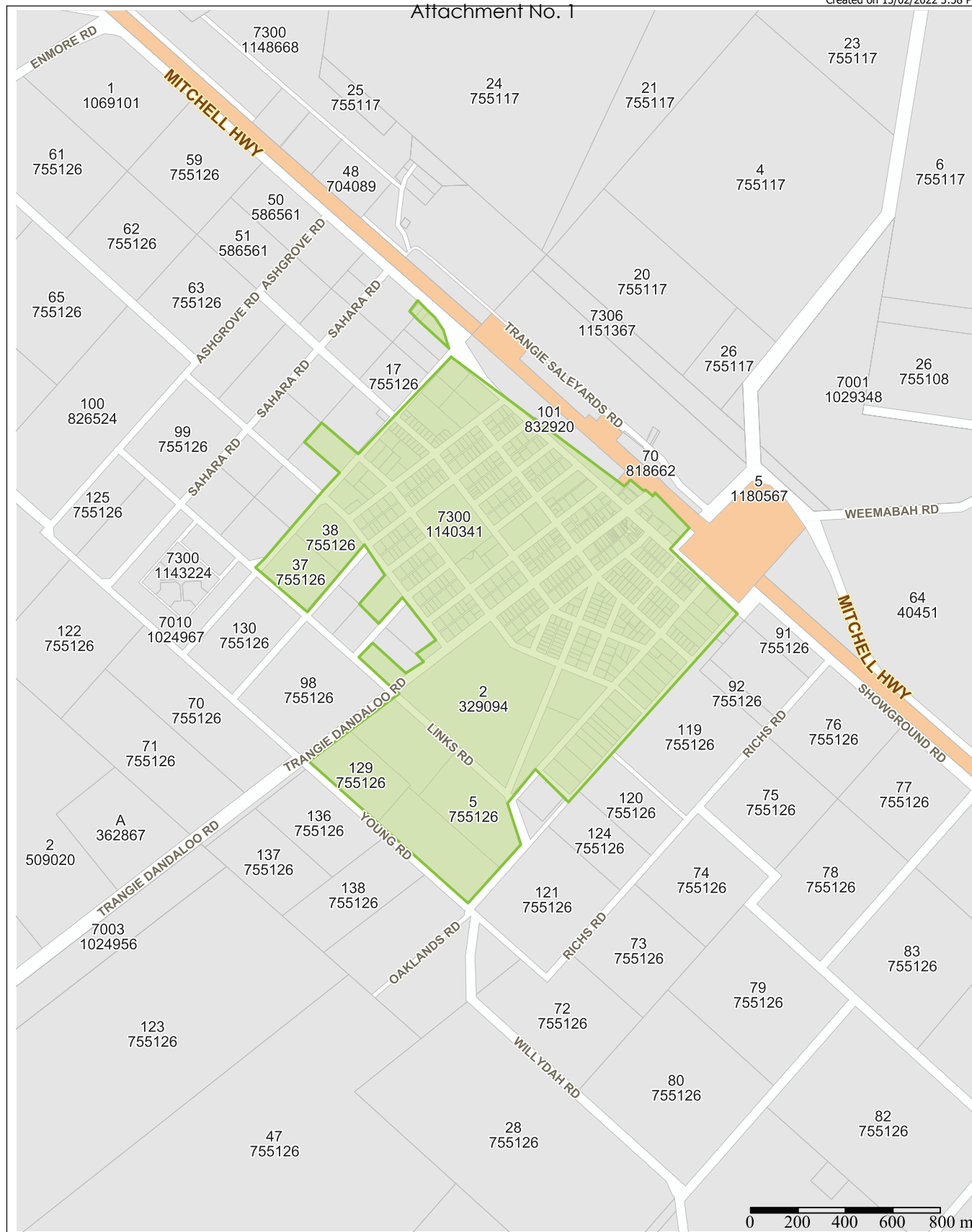


Projection: GDA84 / MGA zone 55

Date: 15/02/2024

Waste Collection Area - Narromine

Map Scale: 1:43582 at A4



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Date: 15/03/2024 3:58 PM

Waste Collection Area - Trangie

Map Scale: 1:21791 at A4

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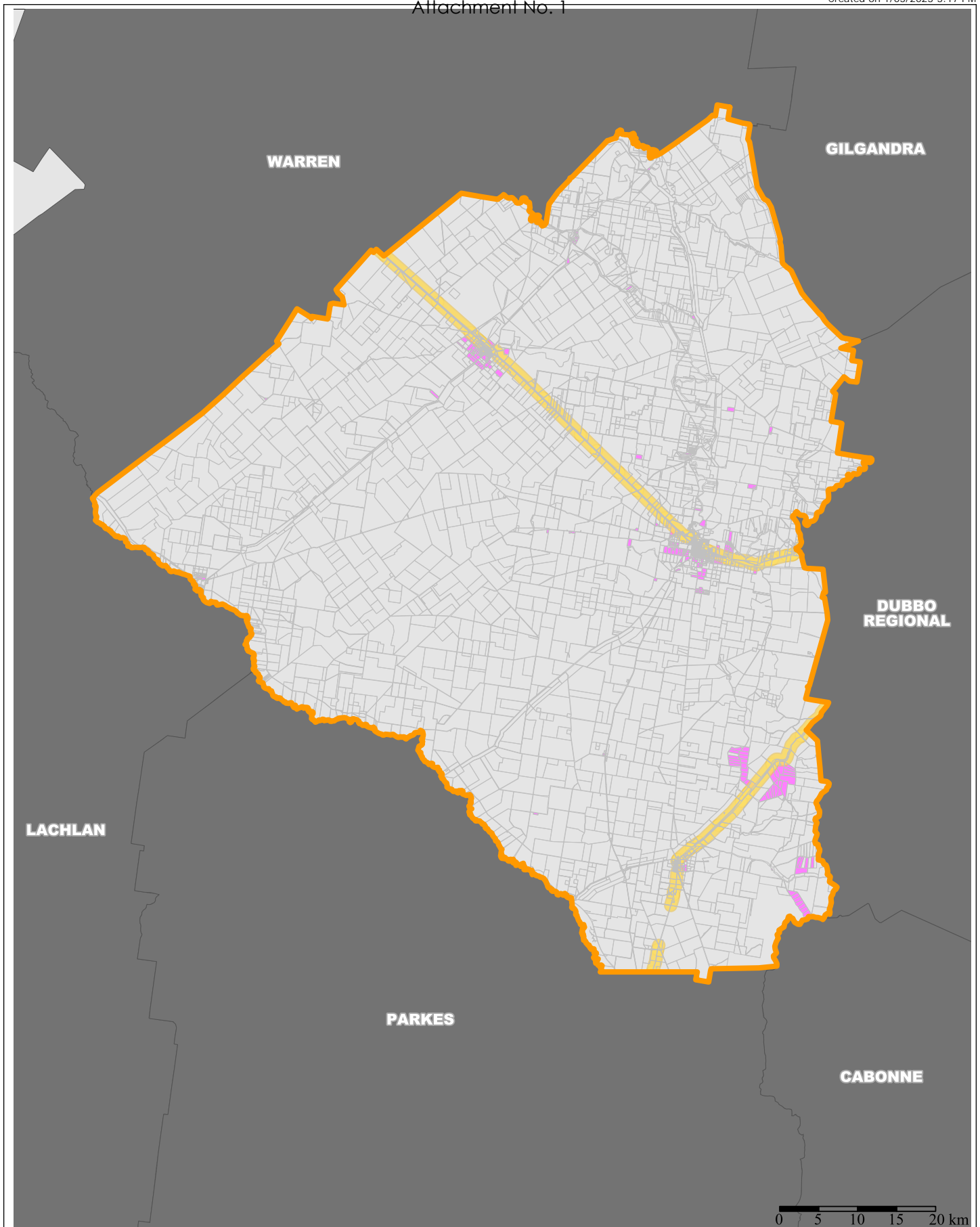
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Waste Collection Area - Tomingley

Map Scale: 1:10895 at A4

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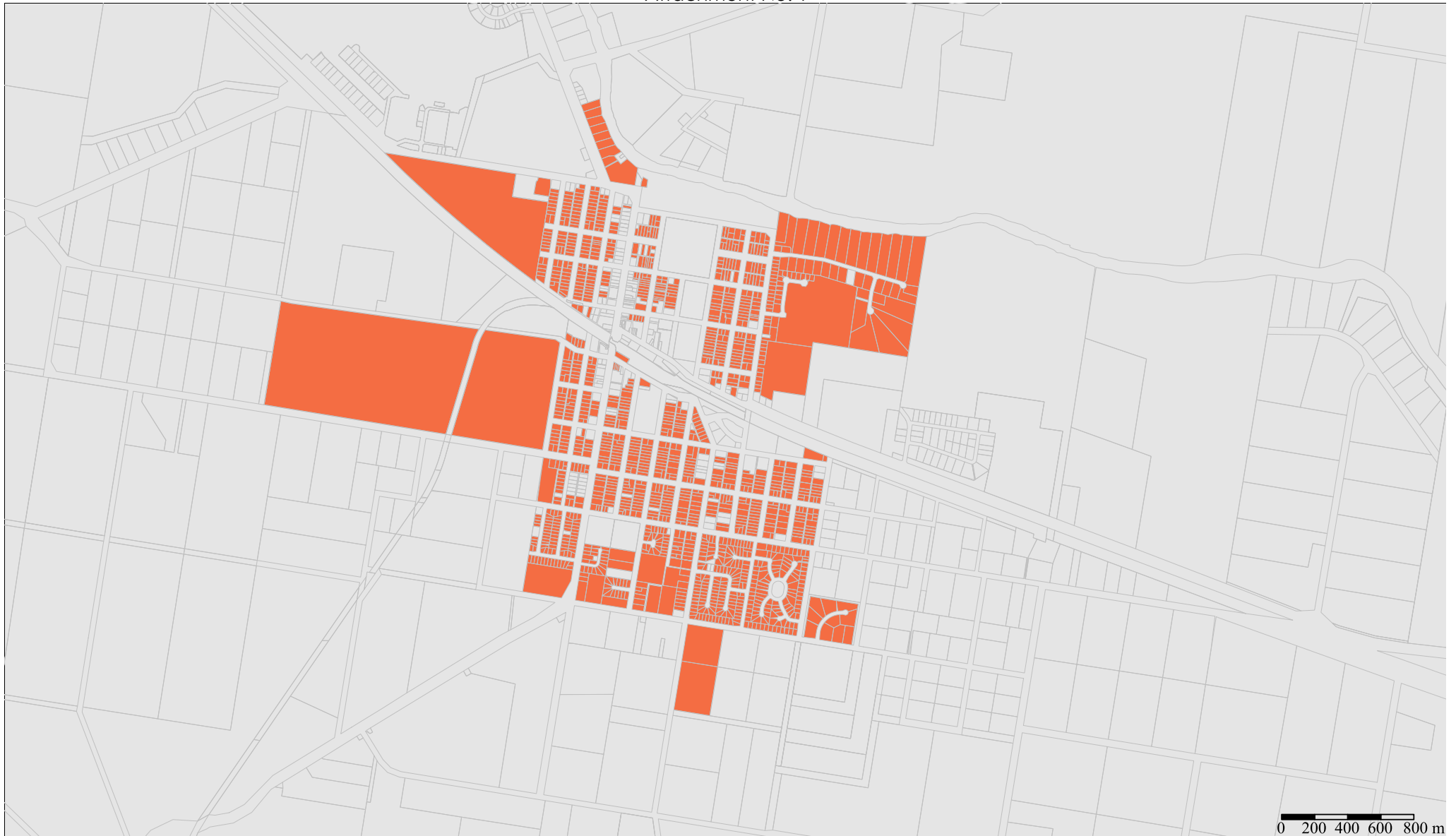
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Residential

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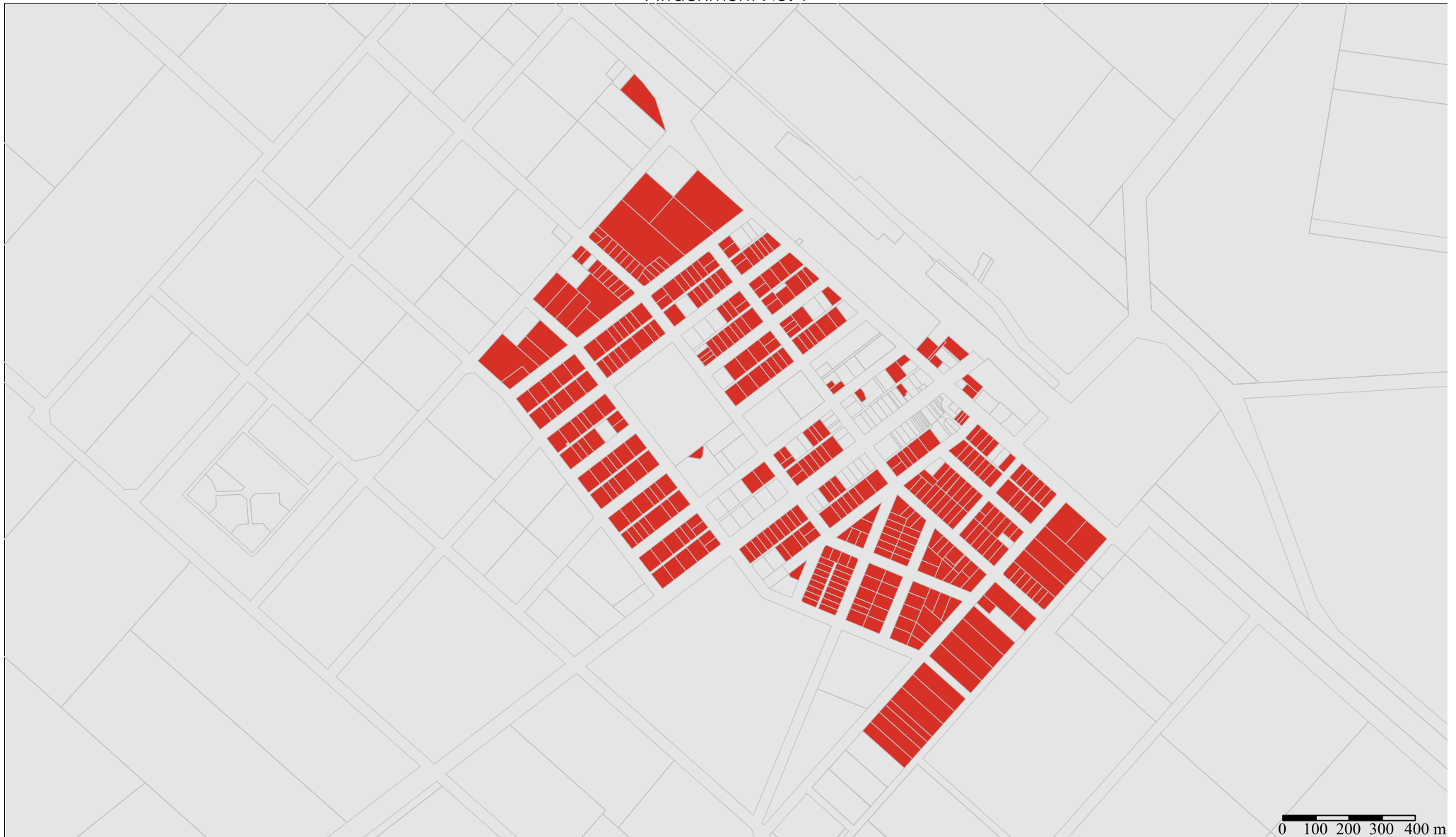
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Date: 28/03/2024

Residential - Narromine

Map Scale: 1:29195 at A4



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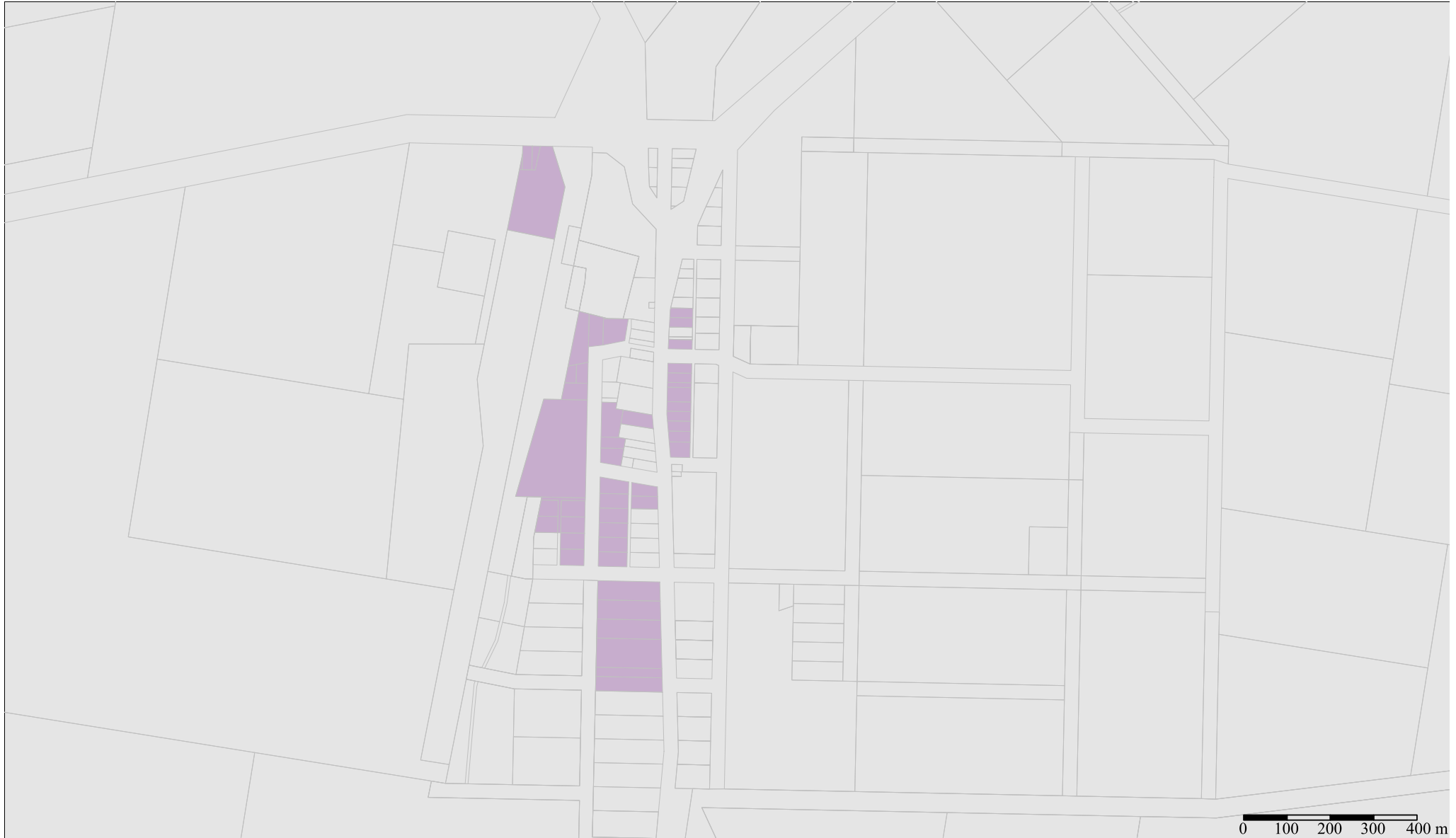
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Date: 28/03/2024

Residential - Trarie

Map Scale: 1:14598 at A4



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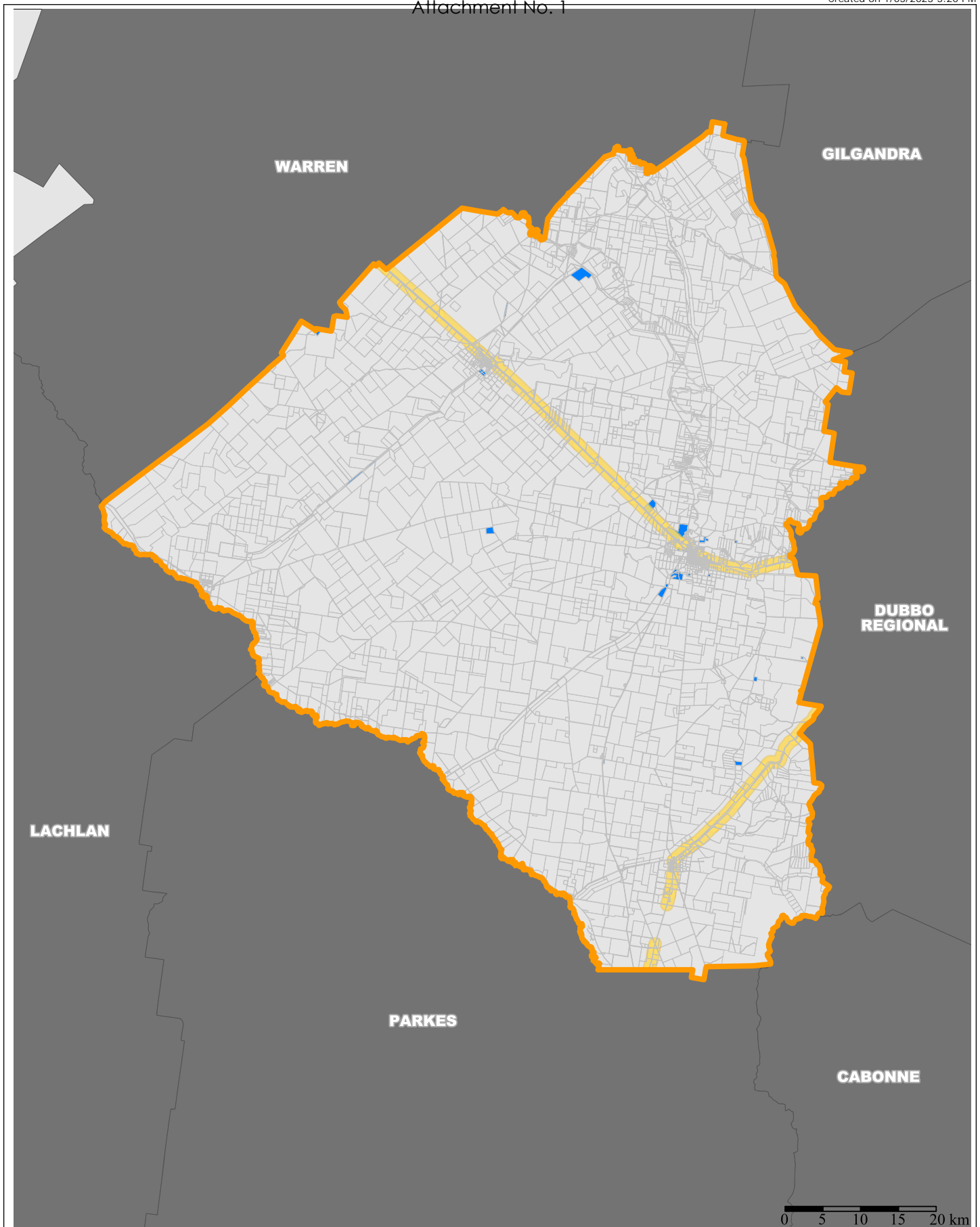
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Date: 28/03/2024

Residential - Tomingley

Map Scale: 1:11232 at A4



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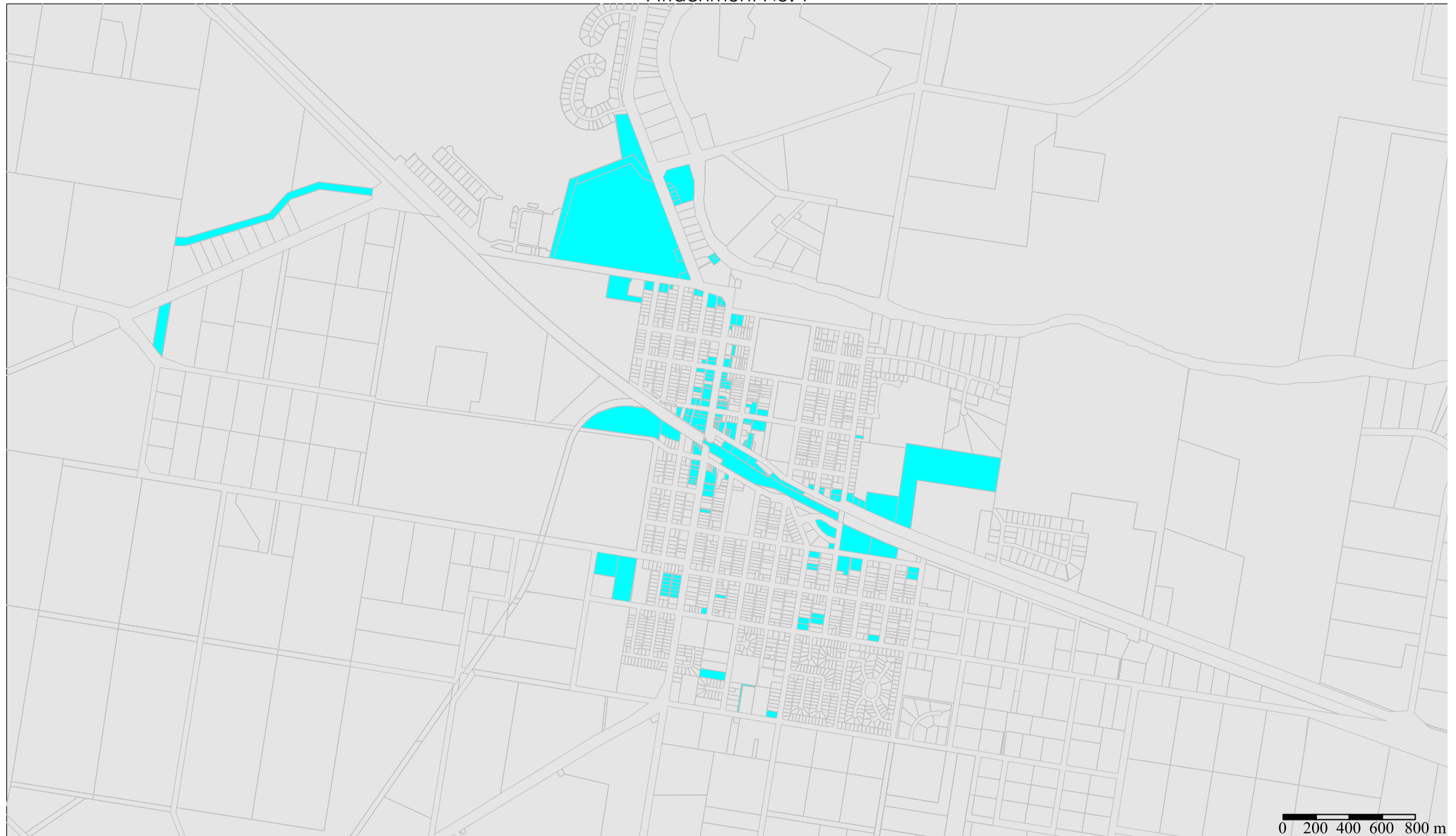
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Business

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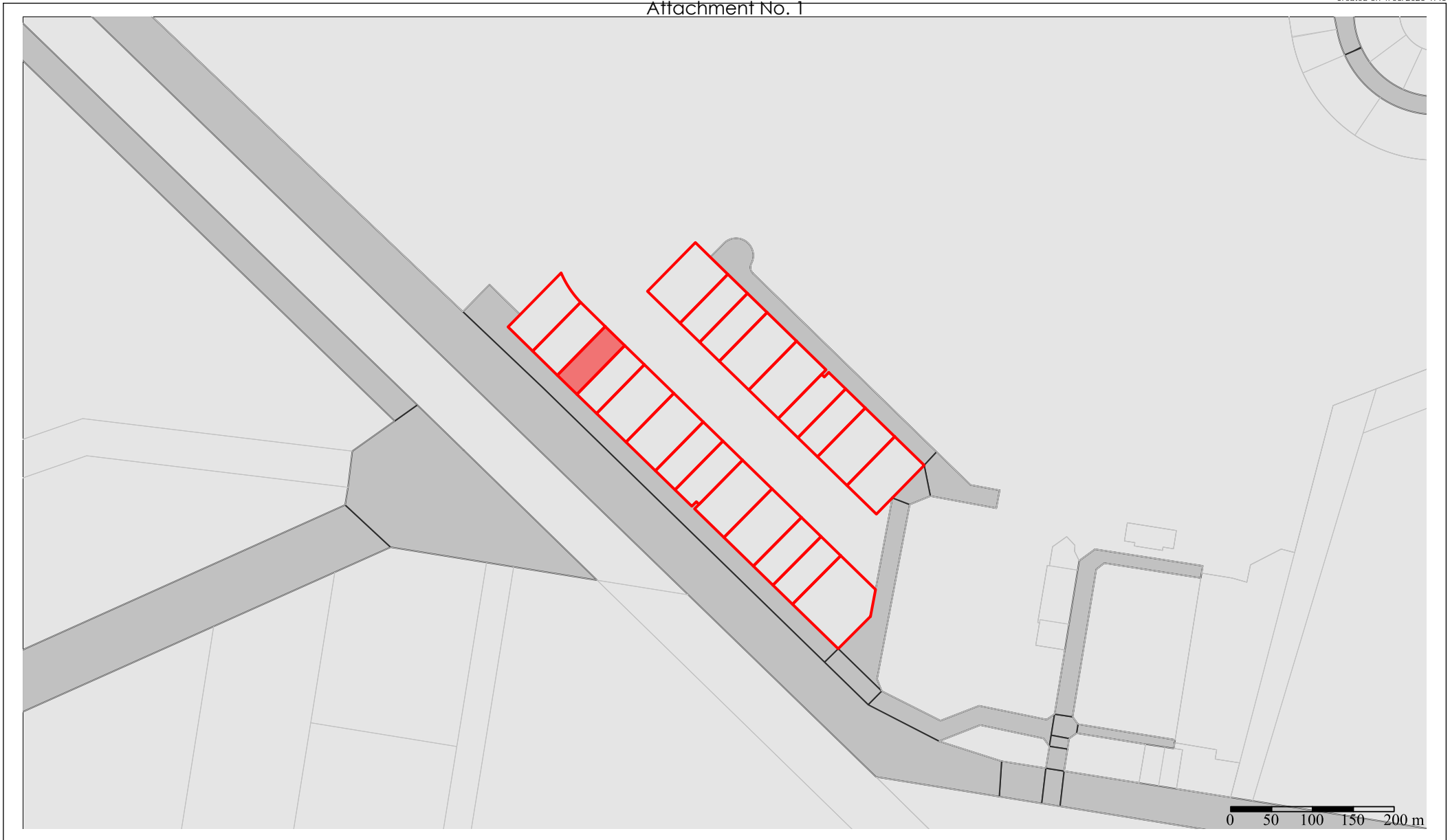
Projection: GDA2020 / MGA zone 55

Date: 28/03/2024

Drawn By: Jeanette Coen

Business - Narromine

Map Scale: 1:29195 at A4



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Business - Aerodrome Business Park

Map Scale: 1:5705 at A4



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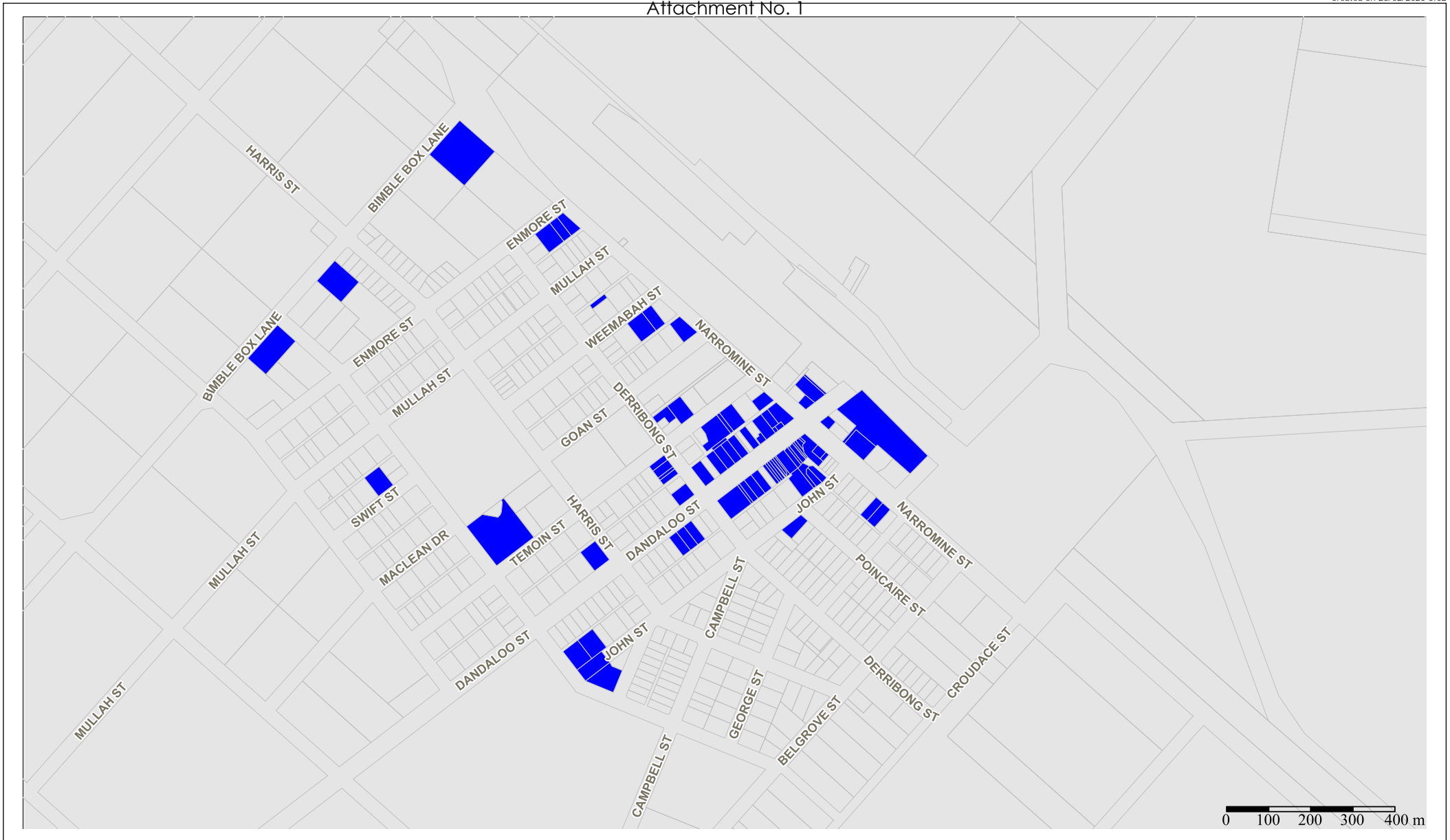
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Date: 28/03/2024

Drawn By: Jeanette Coen

Business - Industrial Estate

Map Scale: 1:7299 at A4



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Projection: GDA2020 / MGA zone 55

Date: 28/03/2024

Drawn By: Jeanette Coen

Business - Trangie

Map Scale: 1:11232 at A4



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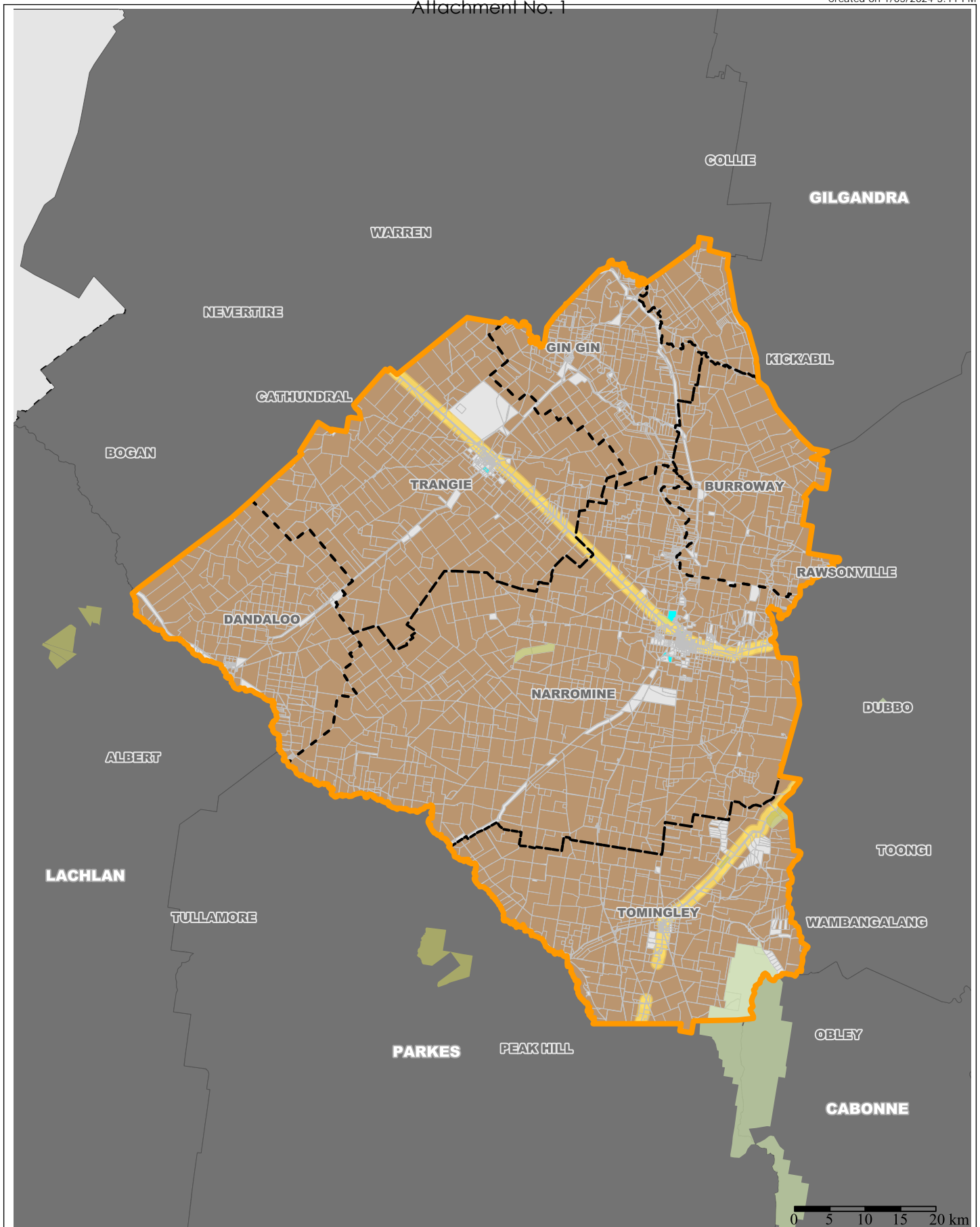
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Date: 1/03/2024

Drawn By: Jeanette Coen

Mining

Map Scale: 1:44030 at A4



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Date: 1/05/2024 3:11 PM

Farmland

Map Scale: 1:656720 at A4

Reports to Council - General Manager



2024 – 2025

Budget & Long Term Financial Plan

(10 Years)

Long Term Financial Plan

Income Statement – Consolidated Fund

Narromine Shire Council											
Long Term Financial Plan											
INCOME STATEMENT - CONSOLIDATED											
						Estimates					
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations											
Revenue:											
Rates & Annual Charges	13,401,454	13,803,498	14,217,603	14,644,131	15,083,455	15,535,958	16,002,037	16,482,098	16,976,561	17,485,858	18,010,434
User Charges & Fees	1,344,580	1,384,917	1,426,465	1,469,259	1,513,337	1,558,737	1,605,499	1,653,664	1,703,274	1,754,372	1,807,003
Interest & Investment Revenue	897,400	809,200	1,130,800	1,116,300	1,135,200	1,123,300	1,117,200	1,189,000	1,260,400	1,329,200	1,583,800
Other Revenues	2,176,165	2,284,973	2,399,222	2,519,183	2,645,142	2,777,399	2,916,269	3,062,083	3,215,187	3,375,946	3,544,743
Grants & Contributions provided for Operating Purposes	7,592,402	7,972,022	8,370,623	8,789,154	9,228,612	9,690,043	10,174,545	10,683,272	11,217,436	11,778,307	12,367,223
Grants & Contributions provided for Capital Purposes	9,475,127	18,208,696	14,718,572	2,966,256	3,028,244	3,092,093	3,310,533	3,325,426	3,408,488	3,483,740	3,046,278
Other Income:											
Net gains from the disposal of assets	656,416	572,000	583,100	629,300	581,700	630,800	428,900	500,900	434,100	458,700	391,300
Total Income from Continuing Operations	35,543,544	45,035,306	42,846,385	32,133,583	33,215,689	34,408,330	35,554,983	36,896,443	38,215,445	39,666,123	40,750,781
Expenses from Continuing Operations											
Employee Benefits & On-Costs	8,625,017	8,926,893	9,239,334	9,562,711	9,897,405	10,243,815	10,602,348	10,973,430	11,357,500	11,755,013	12,166,438
Borrowing Costs	200,045	192,452	522,908	477,473	431,468	384,494	335,515	284,447	233,020	187,011	142,017
Materials & Contracts	6,579,445	6,711,034	6,845,255	6,982,160	7,121,803	7,264,239	7,409,524	7,557,714	7,708,868	7,863,046	8,020,307
Depreciation & Amortisation	9,209,532	9,301,627	9,394,644	9,488,590	9,583,476	9,679,311	9,776,104	9,873,865	9,972,603	10,072,330	10,173,053
Other Expenses	979,664	999,257	1,019,242	1,039,627	1,060,420	1,081,628	1,103,261	1,125,326	1,147,833	1,170,789	1,194,205
Total Expenses from Continuing Operations	25,593,703	26,131,263	27,021,382	27,550,560	28,094,572	28,653,486	29,226,751	29,814,782	30,419,825	31,048,188	31,696,020
Operating Result from Continuing Operations	9,949,841	18,904,043	15,825,002	4,583,022	5,121,117	5,754,843	6,328,231	7,081,660	7,795,620	8,617,935	9,054,761
Net Operating Result for the Year	9,949,841	18,904,043	15,825,002	4,583,022	5,121,117	5,754,843	6,328,231	7,081,660	7,795,620	8,617,935	9,054,761
Net Operating Result before Grants and Contributions provided for Capital Purposes											
Capital Purposes	474,714	695,347	1,106,430	1,616,766	2,092,873	2,662,750	3,017,698	3,756,234	4,387,132	5,134,195	6,008,483

Long Term Financial Plan

Income Statement – General Fund

Narromine Shire Council											
Long Term Financial Plan											
INCOME STATEMENT - GENERAL FUND	Estimates										
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations											
Revenue:											
Rates & Annual Charges	8,683,430	8,884,177	9,087,960	9,294,718	9,504,385	9,716,884	9,932,125	10,150,011	10,370,430	10,593,256	10,818,354
User Charges & Fees	1,330,841	1,370,766	1,411,889	1,454,246	1,497,873	1,542,809	1,589,094	1,636,767	1,685,870	1,736,446	1,788,539
Interest & Investment Revenue	622,457	481,100	625,000	761,200	758,500	697,900	636,400	645,500	649,400	689,100	855,100
Other Revenues	2,110,521	2,217,360	2,329,580	2,447,452	2,571,259	2,701,300	2,837,887	2,981,349	3,132,031	3,290,296	3,456,523
Grants & Contributions provided for Operating Purposes	7,592,402	7,972,022	8,370,623	8,789,154	9,228,612	9,690,043	10,174,545	10,683,272	11,217,436	11,778,307	12,367,223
Grants & Contributions provided for Capital Purposes	8,908,127	2,852,446	2,906,072	2,966,256	3,028,244	3,092,093	3,310,533	3,325,426	3,408,488	3,483,740	3,046,278
Other Income:											
Net gains from the disposal of assets	656,416	572,000	583,100	629,300	581,700	630,800	428,900	500,900	434,100	458,700	391,300
Total Income from Continuing Operations	29,904,194	24,349,872	25,314,224	26,342,326	27,170,574	28,071,829	28,909,484	29,923,225	30,897,754	32,029,845	32,723,317
Expenses from Continuing Operations											
Employee Benefits & On-Costs	8,020,778	8,301,505	8,592,058	8,892,780	9,204,027	9,526,168	9,859,584	10,204,670	10,561,833	10,931,497	11,314,100
Borrowing Costs	200,045	192,452	174,028	158,946	144,526	130,419	115,642	100,164	85,773	78,303	73,414
Materials & Contracts	4,235,589	4,296,862	4,358,658	4,420,965	4,483,772	4,547,067	4,610,837	4,675,067	4,739,742	4,804,845	4,870,360
Depreciation & Amortisation	8,689,553	8,776,449	8,864,213	8,952,855	9,042,384	9,132,808	9,224,136	9,316,377	9,409,541	9,503,636	9,598,673
Other Expenses	979,664	999,257	1,019,242	1,039,627	1,060,420	1,081,628	1,103,261	1,125,326	1,147,833	1,170,789	1,194,205
Total Expenses from Continuing Operations	22,125,629	22,566,525	23,008,199	23,465,173	23,935,129	24,418,090	24,913,460	25,421,603	25,944,721	26,489,071	27,050,751
Operating Result from Continuing Operations	7,778,565	1,783,346	2,306,025	2,877,153	3,235,445	3,653,738	3,996,024	4,501,621	4,953,033	5,540,774	5,672,566
Net Operating Result for the Year	7,778,565	1,783,346	2,306,025	2,877,153	3,235,445	3,653,738	3,996,024	4,501,621	4,953,033	5,540,774	5,672,566
Net Operating Result before Grants and Contributions provided for Capital Purposes	(1,129,562)	(1,069,100)	(600,047)	(89,103)	207,201	561,645	685,491	1,176,195	1,544,545	2,057,034	2,626,288

Long Term Financial Plan

Income Statement – Water Fund

Narromine Shire Council											
Long Term Financial Plan											
INCOME STATEMENT - WATER FUND	Estimates										
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations											
Revenue:											
Rates & Annual Charges	2,987,772	3,137,161	3,294,019	3,458,720	3,631,656	3,813,238	4,003,900	4,204,095	4,414,300	4,635,015	4,866,766
User Charges & Fees	13,739	14,151	14,576	15,013	15,463	15,927	16,405	16,897	17,404	17,926	18,464
Interest & Investment Revenue	29,874	14,100	198,000	29,100	3,900	3,000	5,800	12,700	21,200	11,800	35,300
Other Revenues	65,644	67,613	69,642	71,731	73,883	76,099	78,382	80,734	83,156	85,651	88,220
Grants & Contributions provided for Operating Purposes	-	-	-	-	-	-	-	-	-	-	-
Grants & Contributions provided for Capital Purposes	567,000	15,356,250	11,812,500	-	-	-	-	-	-	-	-
Other Income:											
Net gains from the disposal of assets	-	-	-	-	-	-	-	-	-	-	-
Total Income from Continuing Operations	3,664,029	18,589,275	15,388,736	3,574,564	3,724,902	3,908,265	4,104,488	4,314,426	4,536,060	4,750,392	5,008,750
Expenses from Continuing Operations											
Employee Benefits & On-Costs	419,506	434,189	449,385	465,114	481,393	498,242	515,680	533,729	552,409	571,744	591,755
Borrowing Costs	-	-	348,880	318,527	286,942	254,075	219,873	184,283	147,247	108,708	68,603
Materials & Contracts	1,735,315	1,787,374	1,840,996	1,896,226	1,953,112	2,011,706	2,072,057	2,134,219	2,198,245	2,264,192	2,332,118
Depreciation & Amortisation	234,263	236,606	238,972	241,361	243,775	246,213	248,675	251,162	253,673	256,210	258,772
Other Expenses	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	2,389,084	2,458,169	2,878,233	2,921,228	2,965,222	3,010,235	3,056,285	3,103,392	3,151,575	3,200,854	3,251,248
Operating Result from Continuing Operations	1,274,945	16,131,106	12,510,503	653,336	759,680	898,030	1,048,203	1,211,034	1,384,485	1,549,538	1,757,502
Net Operating Result for the Year	1,274,945	16,131,106	12,510,503	653,336	759,680	898,030	1,048,203	1,211,034	1,384,485	1,549,538	1,757,502
Net Operating Result before Grants and Contributions provided for Capital Purposes	707,945	774,856	698,003	653,336	759,680	898,030	1,048,203	1,211,034	1,384,485	1,549,538	1,757,502

Long Term Financial Plan

Income Statement – Sewer Fund

Narromine Shire Council											
Long Term Financial Plan											
INCOME STATEMENT - SEWER FUND	Estimates										
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations											
Revenue:											
Rates & Annual Charges	1,730,252	1,782,160	1,835,624	1,890,693	1,947,414	2,005,836	2,066,011	2,127,992	2,191,831	2,257,586	2,325,314
User Charges & Fees	-	-	-	-	-	-	-	-	-	-	-
Interest & Investment Revenue	245,069	314,000	307,800	326,000	372,800	422,400	475,000	530,800	589,800	628,300	693,400
Other Revenues	-	-	-	-	-	-	-	-	-	-	-
Grants & Contributions provided for Operating Purposes	-	-	-	-	-	-	-	-	-	-	-
Grants & Contributions provided for Capital Purposes	-	-	-	-	-	-	-	-	-	-	-
Other Income:											
Net gains from the disposal of assets	-	-	-	-	-	-	-	-	-	-	-
Total Income from Continuing Operations	1,975,321	2,096,160	2,143,424	2,216,693	2,320,214	2,428,236	2,541,011	2,658,792	2,781,631	2,885,886	3,018,714
Expenses from Continuing Operations											
Employee Benefits & On-Costs	184,733	191,199	197,891	204,817	211,985	219,405	227,084	235,032	243,258	251,772	260,584
Borrowing Costs	-	-	-	-	-	-	-	-	-	-	-
Materials & Contracts	608,541	626,797	645,601	664,969	684,918	705,466	726,630	748,429	770,882	794,008	817,828
Depreciation & Amortisation	285,716	288,573	291,459	294,373	297,317	300,290	303,293	306,326	309,389	312,483	315,608
Other Expenses	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	1,078,990	1,106,569	1,134,951	1,164,159	1,194,221	1,225,161	1,257,007	1,289,787	1,323,529	1,358,263	1,394,021
Operating Result from Continuing Operations	896,331	989,591	1,008,474	1,052,534	1,125,993	1,203,075	1,284,004	1,369,005	1,458,102	1,527,623	1,624,693
Net Operating Result for the Year	896,331	989,591	1,008,474	1,052,534	1,125,993	1,203,075	1,284,004	1,369,005	1,458,102	1,527,623	1,624,693
Net Operating Result before Grants and Contributions provided for Capital Purposes	896,331	989,591	1,008,474	1,052,534	1,125,993	1,203,075	1,284,004	1,369,005	1,458,102	1,527,623	1,624,693

Long Term Financial Plan

Balance Sheet – Consolidated Fund

Narromine Shire Council Long Term Financial Plan BALANCE SHEET - CONSOLIDATED											
	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS											
Current Assets											
Cash & Cash Equivalents	20,516,355	28,387,982	28,330,675	28,088,184	27,697,247	27,374,724	29,002,758	30,618,762	32,171,856	38,368,109	42,812,306
Receivables	1,425,453	1,496,726	1,571,562	1,650,140	1,732,647	1,819,279	1,910,243	2,005,756	2,106,043	2,211,345	2,321,913
Inventories	7,199,230	6,938,932	6,763,968	6,590,407	6,621,317	6,653,773	6,687,852	6,723,635	6,761,207	6,800,657	6,842,080
Other	102,102	105,165	108,320	111,570	114,917	118,364	121,915	125,573	129,340	133,220	137,217
Total Current Assets	29,243,140	36,928,805	36,774,525	36,440,301	36,166,128	35,966,141	37,722,768	39,473,725	41,168,446	47,513,331	52,113,515
Non-Current Assets											
Infrastructure, Property, Plant & Equipment	430,750,715	453,563,758	470,611,566	477,101,472	484,073,196	491,633,366	497,790,741	504,685,912	512,328,158	516,324,843	522,692,335
Total Non-Current Assets	430,750,715	453,563,758	470,611,566	477,101,472	484,073,196	491,633,366	497,790,741	504,685,912	512,328,158	516,324,843	522,692,335
TOTAL ASSETS	459,993,855	490,492,563	507,386,091	513,541,773	520,239,324	527,599,507	535,513,509	544,159,637	553,496,604	563,838,174	574,805,850
LIABILITIES											
Current Liabilities											
Payables	1,125,053	1,158,805	1,193,569	1,229,376	1,266,257	1,304,245	1,343,372	1,383,673	1,425,183	1,467,939	1,511,977
Borrowings	881,867	1,658,830	1,184,160	1,210,213	1,211,500	1,261,639	1,313,892	1,368,348	1,217,791	1,188,555	1,069,531
Provisions	1,869,184	1,934,605	2,002,317	2,072,398	2,144,932	2,220,004	2,297,704	2,378,124	2,461,358	2,547,506	2,636,669
Total Current Liabilities	3,876,104	4,752,240	4,380,045	4,511,987	4,622,689	4,785,888	4,954,969	5,130,145	5,104,333	5,204,000	5,218,177
Non-Current Liabilities											
Borrowings	2,847,619	10,961,660	9,771,797	8,555,572	7,337,736	6,069,418	4,748,485	3,372,716	2,147,102	950,303	-
Employee benefit provisions	58,518	60,566	62,686	64,880	67,151	69,501	71,934	74,451	77,057	79,754	82,545
Provisions	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000
Total Non-Current Liabilities	4,924,137	13,040,226	11,852,483	10,638,452	9,422,887	8,156,919	6,838,419	5,465,167	4,242,159	3,048,057	2,100,545
TOTAL LIABILITIES	8,800,241	17,792,466	16,232,528	15,150,438	14,045,575	12,942,807	11,793,387	10,595,313	9,346,492	8,252,057	7,318,722
Net Assets	451,193,614	472,700,097	491,153,563	498,391,334	506,193,748	514,656,700	523,720,122	533,564,325	544,150,112	555,586,117	567,487,128
EQUITY											
Accumulated Surplus	190,949,614	209,853,657	225,678,659	230,261,681	235,382,798	241,137,641	247,465,872	254,547,532	262,343,152	270,961,087	280,015,848
Revaluation Reserves	260,244,000	262,846,440	265,474,904	268,129,653	270,810,950	273,519,059	276,254,250	279,016,793	281,806,960	284,625,030	287,471,280
Council Equity Interest	451,193,614	472,700,097	491,153,563	498,391,334	506,193,748	514,656,700	523,720,122	533,564,325	544,150,112	555,586,117	567,487,128
Total Equity	451,193,614	472,700,097	491,153,563	498,391,334	506,193,748	514,656,700	523,720,122	533,564,325	544,150,112	555,586,117	567,487,128

Long Term Financial Plan

Balance Sheet – General Fund

Narromine Shire Council Long Term Financial Plan BALANCE SHEET - GENERAL FUND											
	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS											
Current Assets											
Cash & Cash Equivalents	12,312,271	15,740,330	19,450,866	18,668,840	17,058,834	15,350,740	15,413,439	15,340,137	16,167,007	20,148,417	22,124,683
Receivables	1,120,650	1,176,683	1,235,517	1,297,292	1,362,157	1,430,265	1,501,778	1,576,867	1,655,710	1,738,496	1,825,421
Inventories	7,199,230	6,938,932	6,763,968	6,590,407	6,621,317	6,653,773	6,687,852	6,723,635	6,761,207	6,800,657	6,842,080
Other	102,102	105,165	108,320	111,570	114,917	118,364	121,915	125,573	129,340	133,220	137,217
Total Current Assets	20,734,253	23,961,110	27,558,671	26,668,109	25,157,225	23,553,142	23,724,984	23,766,212	24,713,264	28,820,790	30,929,400
Non-Current Assets											
Infrastructure, Property, Plant & Equipment	371,271,494	371,986,423	372,070,109	377,742,880	384,424,917	391,675,455	397,502,173	403,974,515	410,001,422	413,671,434	419,696,487
Total Non-Current Assets	371,271,494	371,986,423	372,070,109	377,742,880	384,424,917	391,675,455	397,502,173	403,974,515	410,001,422	413,671,434	419,696,487
TOTAL ASSETS	392,005,747	395,947,533	399,628,780	404,410,989	409,582,142	415,228,597	421,227,157	427,740,727	434,714,686	442,492,224	450,625,887
LIABILITIES											
Current Liabilities											
Payables	927,617	955,446	984,109	1,013,632	1,044,041	1,075,362	1,107,623	1,140,852	1,175,077	1,210,330	1,246,640
Borrowings	881,867	911,309	406,286	400,754	369,174	385,111	401,774	419,195	230,098	160,757	1
Provisions	1,738,344	1,799,186	1,862,158	1,927,333	1,994,790	2,064,607	2,136,869	2,211,659	2,289,067	2,369,184	2,452,106
Total Current Liabilities	3,547,828	3,665,941	3,252,552	3,341,719	3,408,005	3,525,081	3,646,266	3,771,706	3,694,243	3,740,271	3,698,747
Non-Current Liabilities											
Borrowings	2,847,619	2,709,181	2,297,192	1,890,426	1,514,916	1,123,125	714,310	287,695	49,775	(119,227)	-
Employee benefit provisions	54,425	56,330	58,301	60,342	62,454	64,640	66,902	69,244	71,667	74,176	76,772
Provisions	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000	2,018,000
Total Non-Current Liabilities	4,920,044	4,783,511	4,373,493	3,968,768	3,595,370	3,205,765	2,799,212	2,374,939	2,139,442	1,972,949	2,094,772
TOTAL LIABILITIES	8,467,872	8,449,451	7,626,046	7,310,487	7,003,375	6,730,846	6,445,478	6,146,645	5,833,685	5,713,220	5,793,518
Net Assets	383,537,875	387,498,081	392,002,734	397,100,502	402,578,767	408,497,752	414,781,679	421,594,082	428,881,001	436,779,004	444,832,369
EQUITY											
Accumulated Surplus	165,851,875	167,635,221	169,941,246	172,818,398	176,053,842	179,707,580	183,703,604	188,205,225	193,158,258	198,699,032	204,371,598
Revaluation Reserves	217,686,000	219,862,860	222,061,488	224,282,103	226,524,925	228,790,173	231,078,075	233,388,856	235,722,744	238,079,972	240,460,771
Council Equity Interest	383,537,875	387,498,081	392,002,734	397,100,501	402,578,767	408,497,753	414,781,679	421,594,081	428,881,002	436,779,004	444,832,369
Total Equity	383,537,875	387,498,081	392,002,734	397,100,501	402,578,767	408,497,753	414,781,679	421,594,081	428,881,002	436,779,004	444,832,369

Long Term Financial Plan

Balance Sheet – Water Fund

Narromine Shire Council											
Long Term Financial Plan											
BALANCE SHEET - WATER FUND	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS											
Current Assets											
Cash & Cash Equivalents	353,557	4,951,288	727,928	98,052	76,583	146,990	318,822	532,350	296,565	882,888	1,628,381
Receivables	196,049	205,851	216,144	226,951	238,299	250,214	262,724	275,861	289,654	304,136	319,343
Inventories	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	549,606	5,157,139	944,072	325,003	314,882	397,204	581,546	808,211	586,219	1,187,024	1,947,724
Non-Current Assets											
Infrastructure, Property, Plant & Equipment	30,317,960	51,031,677	67,199,951	67,888,811	68,045,617	68,217,623	68,405,766	68,681,044	69,543,641	69,712,229	69,891,086
Total Non-Current Assets	30,317,960	51,031,677	67,199,951	67,888,811	68,045,617	68,217,623	68,405,766	68,681,044	69,543,641	69,712,229	69,891,086
TOTAL ASSETS	30,867,566	56,188,816	68,144,023	68,213,814	68,360,499	68,614,827	68,987,312	69,489,255	70,129,860	70,899,253	71,838,810
LIABILITIES											
Current Liabilities											
Payables	155,717	160,389	165,200	170,156	175,261	180,519	185,934	191,512	197,258	203,175	209,271
Borrowings	-	747,521	777,874	809,459	842,326	876,528	912,118	949,153	987,693	1,027,798	1,069,530
Provisions	93,458	96,729	100,115	103,619	107,245	110,999	114,884	118,905	123,066	127,374	131,832
Total Current Liabilities	249,175	1,004,639	1,043,189	1,083,234	1,124,832	1,168,045	1,212,936	1,259,570	1,308,017	1,358,347	1,410,632
Non-Current Liabilities											
Borrowings	-	8,252,479	7,474,605	6,665,146	5,822,820	4,946,293	4,034,175	3,085,021	2,097,327	1,069,530	-
Employee benefit provisions	2,924	3,026	3,132	3,242	3,355	3,473	3,594	3,720	3,850	3,985	4,125
Provisions	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	2,924	8,255,505	7,477,737	6,668,388	5,826,175	4,949,766	4,037,769	3,088,741	2,101,177	1,073,515	4,125
TOTAL LIABILITIES	252,099	9,260,144	8,520,926	7,751,622	6,951,007	6,117,811	5,250,705	4,348,311	3,409,194	2,431,862	1,414,757
Net Assets	30,615,467	46,928,673	59,623,097	60,462,193	61,409,491	62,497,015	63,736,607	65,140,944	66,720,665	68,467,391	70,424,053
EQUITY											
Accumulated Surplus	12,405,467	28,536,573	41,047,076	41,700,412	42,460,092	43,358,122	44,406,325	45,617,359	47,001,844	48,551,382	50,308,884
Revaluation Reserves	18,210,000	18,392,100	18,576,021	18,761,781	18,949,399	19,138,893	19,330,282	19,523,585	19,718,821	19,916,009	20,115,169
Council Equity Interest	30,615,467	46,928,673	59,623,097	60,462,193	61,409,491	62,497,015	63,736,607	65,140,944	66,720,665	68,467,391	70,424,053
Total Equity	30,615,467	46,928,673	59,623,097	60,462,193	61,409,491	62,497,015	63,736,607	65,140,944	66,720,665	68,467,391	70,424,053

Long Term Financial Plan

Balance Sheet – Sewer Fund

Narromine Shire Council											
Long Term Financial Plan											
BALANCE SHEET - SEWER FUND	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
ASSETS											
Current Assets											
Cash & Cash Equivalents	7,850,527	7,696,364	8,151,881	9,321,292	10,561,830	11,876,994	13,270,497	14,746,275	15,708,284	17,336,804	19,059,242
Receivables	108,754	114,192	119,901	125,896	132,191	138,801	145,741	153,028	160,679	168,713	177,149
Inventories	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
Total Current Assets	7,959,281	7,810,556	8,271,782	9,447,188	10,694,021	12,015,795	13,416,238	14,899,303	15,868,963	17,505,517	19,236,391
Non-Current Assets											
Infrastructure, Property, Plant & Equipment	29,161,261	30,545,658	31,341,506	31,469,781	31,602,662	31,740,288	31,882,802	32,030,354	32,783,094	32,941,180	33,104,762
Total Non-Current Assets	29,161,261	30,545,658	31,341,506	31,469,781	31,602,662	31,740,288	31,882,802	32,030,354	32,783,094	32,941,180	33,104,762
TOTAL ASSETS	37,120,542	38,356,214	39,613,288	40,916,969	42,296,683	43,756,083	45,299,040	46,929,657	48,652,057	50,446,697	52,341,153
LIABILITIES											
Current Liabilities											
Payables	41,719	42,971	44,260	45,587	46,955	48,364	49,815	51,309	52,848	54,434	56,067
Borrowings	-	-	-	-	-	-	-	-	-	-	-
Provisions	37,382	38,690	40,045	41,446	42,897	44,398	45,952	47,560	49,225	50,948	52,731
Total Current Liabilities	79,101	81,661	84,304	87,034	89,852	92,762	95,767	98,869	102,073	105,382	108,798
Non-Current Liabilities											
Borrowings	-	-	-	-	-	-	-	-	-	-	-
Employee benefit provisions	1,169	1,210	1,252	1,296	1,341	1,388	1,437	1,487	1,539	1,593	1,649
Provisions	-	-	-	-	-	-	-	-	-	-	-
Total Non-Current Liabilities	1,169	1,210	1,252	1,296	1,341	1,388	1,437	1,487	1,539	1,593	1,649
TOTAL LIABILITIES	80,270	82,871	85,556	88,330	91,193	94,150	97,204	100,357	103,613	106,975	110,447
Net Assets	37,040,272	38,273,343	39,527,732	40,828,640	42,205,490	43,661,932	45,201,836	46,829,300	48,548,445	50,339,722	52,230,706
EQUITY											
Accumulated Surplus	12,692,272	13,681,863	14,690,337	15,742,871	16,868,864	18,071,939	19,355,943	20,724,948	22,183,050	23,710,673	25,335,366
Revaluation Reserves	24,348,000	24,591,480	24,837,395	25,085,769	25,336,626	25,589,993	25,845,893	26,104,352	26,365,395	26,629,049	26,895,340
Council Equity Interest	37,040,272	38,273,343	39,527,732	40,828,640	42,205,490	43,661,932	45,201,836	46,829,300	48,548,445	50,339,722	52,230,706
Total Equity	37,040,272	38,273,343	39,527,732	40,828,640	42,205,490	43,661,932	45,201,836	46,829,300	48,548,445	50,339,722	52,230,706

Long Term Financial Plan

Cash Flow Statement – Consolidated Fund

Narromine Shire Council											
Long Term Financial Plan											
CASH FLOW STATEMENT - CONSOLIDATED	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash Flows from Operating Activities											
Receipts:											
Rates & Annual Charges	12,731,381	13,113,323	13,506,722	13,911,924	14,329,282	14,759,160	15,201,935	15,657,993	16,127,733	16,611,565	17,109,912
User Charges & Fees	1,277,351	1,315,672	1,355,142	1,395,796	1,437,670	1,480,800	1,525,224	1,570,981	1,618,110	1,666,653	1,716,653
Interest & Investment Revenue Received	897,400	809,200	1,130,800	1,116,300	1,135,200	1,123,300	1,117,200	1,189,000	1,260,400	1,329,200	1,583,800
Grants & Contributions	11,360,594	26,180,718	23,089,195	11,755,410	12,256,856	12,782,136	13,485,078	14,008,698	14,625,924	15,262,047	15,431,501
Other	2,067,356	2,129,377	2,193,259	2,259,057	2,326,828	2,396,633	2,468,532	2,542,588	2,618,866	5,697,432	2,778,355
Payments:											
Employee Benefits & On-Costs	(8,452,516)	(8,748,355)	(9,054,547)	(9,371,456)	(9,699,457)	(10,038,938)	(10,390,301)	(10,753,962)	(11,130,350)	(11,519,913)	(12,166,438)
Materials & Contracts	(6,449,222)	(6,572,355)	(6,769,525)	(6,972,611)	(7,181,790)	(7,397,243)	(7,619,161)	(7,847,735)	(8,083,167)	(8,325,662)	(8,575,432)
Borrowing Costs	(149,362)	(130,145)	(108,786)	(94,390)	(83,594)	(73,734)	(64,475)	(54,854)	(44,854)	(36,286)	(35,000)
Other	(960,070)	(988,873)	(1,018,539)	(1,049,095)	(1,080,568)	(1,112,985)	(1,146,375)	(1,180,766)	(1,216,189)	(1,252,675)	(1,290,255)
Net Cash provided (or used in) Operating Activities	12,322,912	27,108,562	24,323,721	12,950,935	13,440,427	13,919,129	14,577,657	15,131,943	15,776,473	19,432,361	16,553,096
Cash Flows from Investing Activities											
Receipts:											
Sale of Real Estate Assets	968,740	685,000	585,000	585,000	-	-	-	-	-	-	-
Sale of Infrastructure, Property, Plant & Equipment	1,625,500	579,846	670,349	824,489	1,276,230	1,435,976	762,975	1,002,864	780,010	862,283	637,347
Payments:											
Purchase of Infrastructure, Property, Plant & Equipment	(19,210,734)	(28,132,353)	(23,491,561)	(12,983,219)	(13,510,238)	(14,128,051)	(12,163,020)	(12,969,225)	(13,453,812)	(12,754,801)	(11,607,766)
Purchase of Real Estate Assets	(1,300,000)	-	-	-	-	-	-	-	-	-	-
Net Cash provided (or used in) Investing Activities	(17,916,494)	(26,867,507)	(22,236,212)	(11,573,730)	(12,234,008)	(12,692,075)	(11,400,045)	(11,966,361)	(12,673,802)	(11,892,518)	(10,970,419)
Cash Flows from Financing Activities											
Receipts:											
Proceeds from Borrowings & Advances	1,300,000	9,000,000	-	-	-	-	-	-	-	-	-
Payments:											
Repayment of Borrowings & Advances	(1,327,347)	(1,369,428)	(2,144,816)	(1,619,696)	(1,597,356)	(1,549,577)	(1,549,578)	(1,549,578)	(1,549,577)	(1,343,590)	(1,138,480)
Net Cash Flow provided (used in) Financing Activities	(27,347)	7,630,572	(2,144,816)	(1,619,696)	(1,597,356)	(1,549,577)	(1,549,578)	(1,549,578)	(1,549,577)	(1,343,590)	(1,138,480)
Net Increase/(Decrease) in Cash & Cash Equivalents	(5,620,929)	7,871,627	(57,307)	(242,491)	(390,937)	(322,523)	1,628,034	1,616,004	1,553,094	6,196,253	4,444,197
plus: Cash, Cash Equivalents & Investments - beginning of year	26,137,284	20,516,355	28,387,982	28,330,675	28,088,184	27,697,247	27,374,724	29,002,758	30,618,762	32,171,856	38,368,109
Cash & Cash Equivalents - end of the year	20,516,355	28,387,982	28,330,675	28,088,184	27,697,247	27,374,724	29,002,758	30,618,762	32,171,856	38,368,109	42,812,306
Representing:											
- External Restrictions	11,004,399	21,369,770	20,794,704	20,241,358	19,332,744	18,866,792	20,631,216	20,765,062	21,132,114	25,239,725	27,668,244
- Internal Restrictions	5,957,255	6,129,782	6,307,485	6,490,519	6,679,044	6,873,225	7,073,231	7,279,237	7,491,424	7,709,976	7,935,085
- Unrestricted	3,554,701	888,430	1,228,486	1,356,307	1,685,459	1,634,707	1,298,311	2,574,463	3,548,318	5,418,408	7,208,977
	20,516,355	28,387,982	28,330,675	28,088,184	27,697,247	27,374,724	29,002,758	30,618,762	32,171,856	38,368,109	42,812,306

Long Term Financial Plan

Cash Flow Statement – General Fund

Narromine Shire Council											
Long Term Financial Plan											
CASH FLOW STATEMENT - GENERAL FUND	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash Flows from Operating Activities											
Receipts:											
User Charges & Fees	8,248,870	8,326,631	8,516,815	8,709,725	8,905,293	9,103,440	9,304,082	9,507,120	9,712,445	9,919,935	10,129,456
Interest & Investment Revenue Received	1,264,299	1,290,658	1,329,377	1,369,258	1,410,336	1,452,646	1,496,225	1,541,113	1,587,345	1,634,966	1,684,015
Grants & Contributions	622,457	481,100	625,000	761,200	758,500	697,900	636,400	645,500	649,400	689,100	855,100
Other	11,035,594	10,824,468	11,276,695	11,755,410	12,256,856	12,782,136	13,485,078	14,008,698	14,625,924	15,262,047	15,431,501
	2,004,995	2,085,581	2,148,149	2,212,594	2,278,971	2,347,341	2,417,761	2,490,294	2,565,003	5,641,953	2,721,212
Payments:											
Employee Benefits & On-Costs	(7,860,363)	(8,181,483)	(8,467,835)	(8,764,208)	(9,070,956)	(9,388,440)	(9,717,035)	(10,057,131)	(10,409,130)	(10,773,451)	(11,393,850)
Materials & Contracts	(4,152,244)	(4,199,572)	(4,325,558)	(4,455,325)	(4,588,985)	(4,726,654)	(4,868,455)	(5,014,507)	(5,164,942)	(5,319,891)	(5,479,488)
Borrowing Costs	(149,362)	(130,145)	(108,786)	(94,390)	(83,594)	(73,734)	(64,475)	(54,854)	(44,854)	(36,286)	(35,000)
Other	(960,070)	(988,873)	(1,018,539)	(1,049,095)	(1,080,568)	(1,112,985)	(1,146,375)	(1,180,766)	(1,216,189)	(1,252,675)	(1,290,255)
Net Cash provided (or used in) Operating Activities	10,054,176	9,508,365	9,975,318	10,445,169	10,785,853	11,081,650	11,543,206	11,885,467	12,305,002	15,765,698	12,622,691
Cash Flows from Investing Activities											
Receipts:											
Sale of Real Estate Assets	968,740	685,000	585,000	585,000	-	-	-	-	-	-	-
Sale of Infrastructure, Property, Plant & Equipment	1,625,500	579,846	670,349	824,489	1,276,230	1,435,976	762,975	1,002,864	780,010	862,283	637,347
Payments:											
Purchase of Infrastructure, Property, Plant & Equipment	(17,678,513)	(5,975,724)	(6,471,716)	(12,113,389)	(13,171,134)	(13,772,544)	(11,790,305)	(12,508,456)	(11,804,966)	(12,399,382)	(11,241,693)
Purchase of Real Estate Assets	(1,300,000)	-	-	-	-	-	-	-	-	-	-
Net Cash provided (or used in) Investing Activities	(16,384,273)	(4,710,878)	(5,216,367)	(10,703,900)	(11,894,904)	(12,336,568)	(11,027,330)	(11,505,592)	(11,024,956)	(11,537,099)	(10,604,346)
Cash Flows from Financing Activities											
Receipts:											
Proceeds from Borrowings & Advances	1,300,000	-	-	-	-	-	-	-	-	-	-
Payments:											
Repayment of Borrowings & Advances	(1,327,347)	(1,369,428)	(1,048,415)	(523,295)	(500,955)	(453,176)	(453,177)	(453,177)	(453,176)	(247,189)	(42,079)
Net Cash Flow provided (used in) Financing Activities	(27,347)	(1,369,428)	(1,048,415)	(523,295)	(500,955)	(453,176)	(453,177)	(453,177)	(453,176)	(247,189)	(42,079)
Net Increase/(Decrease) in Cash & Cash Equivalents	(6,357,444)	3,428,059	3,710,536	(782,026)	(1,610,006)	(1,708,094)	62,699	(73,302)	826,870	3,981,410	1,976,266
plus: Cash, Cash Equivalents & Investments - beginning of year	18,669,715	12,312,271	15,740,330	19,450,866	18,668,840	17,058,834	15,350,740	15,413,439	15,340,137	16,167,007	20,148,417
Cash & Cash Equivalents - end of the year	12,312,271	15,740,330	19,450,866	18,668,840	17,058,834	15,350,740	15,413,439	15,340,137	16,167,007	20,148,417	22,124,683

Long Term Financial Plan

Cash Flow Statement – Water Fund

Narromine Shire Council											
Long Term Financial Plan											
CASH FLOW STATEMENT - WATER FUND	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash Flows from Operating Activities											
Receipts:											
Rates & Annual Charges	2,838,772	2,980,711	3,129,746	3,286,233	3,450,545	3,623,072	3,804,226	3,994,437	4,194,159	4,403,867	4,624,060
User Charges & Fees	13,052	25,014	25,765	26,538	27,334	28,154	28,999	29,868	30,765	31,687	32,638
Interest & Investment Revenue Received	29,874	14,100	198,000	29,100	3,900	3,000	5,800	12,700	21,200	11,800	35,300
Grants & Contributions	325,000	15,356,250	11,812,500	-	-	-	-	-	-	-	-
Other	62,361	43,796	45,110	46,463	47,857	49,292	50,771	52,294	53,863	55,479	57,143
Payments:											
Employee Benefits & On-Costs	(411,115)	(385,026)	(398,502)	(412,450)	(426,885)	(441,826)	(457,290)	(473,296)	(489,861)	(507,006)	(524,751)
Materials & Contracts	(1,700,608)	(1,570,635)	(1,617,755)	(1,666,287)	(1,716,276)	(1,767,764)	(1,820,797)	(1,875,421)	(1,931,684)	(1,989,634)	(2,049,323)
Borrowing Costs	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
Net Cash provided (or used in) Operating Activities	1,157,336	16,464,210	13,194,864	1,309,597	1,386,475	1,493,928	1,611,709	1,740,582	1,878,442	2,006,193	2,175,067
Cash Flows from Investing Activities											
Receipts:											
Sale of Real Estate Assets	-	-	-	-	-	-	-	-	-	-	-
Sale of Infrastructure, Property, Plant & Equipment	-	-	-	-	-	-	-	-	-	-	-
Payments:											
Purchase of Infrastructure, Property, Plant & Equipment	(939,960)	(20,866,479)	(16,321,823)	(843,072)	(311,543)	(327,120)	(343,476)	(430,653)	(1,017,826)	(323,469)	(333,173)
Purchase of Real Estate Assets	-	-	-	-	-	-	-	-	-	-	-
Net Cash provided (or used in) Investing Activities	(939,960)	(20,866,479)	(16,321,823)	(843,072)	(311,543)	(327,120)	(343,476)	(430,653)	(1,017,826)	(323,469)	(333,173)
Cash Flows from Financing Activities											
Receipts:											
Proceeds from Borrowings & Advances	-	9,000,000	-	-	-	-	-	-	-	-	-
Payments:											
Repayment of Borrowings & Advances	-	-	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)
Net Cash Flow provided (used in) Financing Activities	-	9,000,000	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)	(1,096,401)
Net Increase/(Decrease) in Cash & Cash Equivalents	217,376	4,597,731	(4,223,360)	(629,876)	(21,469)	70,407	171,832	213,528	(235,785)	586,323	745,493
plus: Cash, Cash Equivalents & Investments - beginning of year	136,181	353,557	4,951,288	727,928	98,052	76,583	146,990	318,822	532,350	296,565	882,888
Cash & Cash Equivalents - end of the year	353,557	4,951,288	727,928	98,052	76,583	146,990	318,822	532,350	296,565	882,888	1,628,381

Long Term Financial Plan

Cash Flow Statement – Sewer Fund

Narromine Shire Council											
Long Term Financial Plan											
CASH FLOW STATEMENT - SEWER FUND	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash Flows from Operating Activities											
Receipts:											
Rates & Annual Charges	1,643,739	1,805,981	1,860,161	1,915,966	1,973,444	2,032,648	2,093,627	2,156,436	2,221,129	2,287,763	2,356,396
User Charges & Fees	-	-	-	-	-	-	-	-	-	-	-
Interest & Investment Revenue Received	245,069	314,000	307,800	326,000	372,800	422,400	475,000	530,800	589,800	628,300	693,400
Grants & Contributions	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
Payments:											
Employee Benefits & On-Costs	(181,038)	(181,846)	(188,210)	(194,798)	(201,616)	(208,672)	(215,976)	(223,535)	(231,359)	(239,456)	(247,837)
Materials & Contracts	(596,370)	(802,148)	(826,212)	(850,999)	(876,529)	(902,825)	(929,909)	(957,807)	(986,541)	(1,016,137)	(1,046,621)
Borrowing Costs	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
Net Cash provided (or used in) Operating Activities	1,111,400	1,135,987	1,153,539	1,196,169	1,268,099	1,343,551	1,422,742	1,505,894	1,593,029	1,660,470	1,755,338
Cash Flows from Investing Activities											
Receipts:											
Sale of Real Estate Assets	-	-	-	-	-	-	-	-	-	-	-
Sale of Infrastructure, Property, Plant & Equipment	-	-	-	-	-	-	-	-	-	-	-
Payments:											
Purchase of Infrastructure, Property, Plant & Equipment	(592,261)	(1,290,150)	(698,022)	(26,758)	(27,561)	(28,387)	(29,239)	(30,116)	(631,020)	(31,950)	(32,900)
Purchase of Real Estate Assets	-	-	-	-	-	-	-	-	-	-	-
Net Cash provided (or used in) Investing Activities	(592,261)	(1,290,150)	(698,022)	(26,758)	(27,561)	(28,387)	(29,239)	(30,116)	(631,020)	(31,950)	(32,900)
Cash Flows from Financing Activities											
Receipts:											
Proceeds from Borrowings & Advances	-	-	-	-	-	-	-	-	-	-	-
Payments:											
Repayment of Borrowings & Advances	-	-	-	-	-	-	-	-	-	-	-
Net Cash Flow provided (used in) Financing Activities	-	-	-	-	-	-	-	-	-	-	-
Net Increase/(Decrease) in Cash & Cash Equivalents	519,139	(154,163)	455,517	1,169,411	1,240,538	1,315,164	1,393,503	1,475,778	962,009	1,628,520	1,722,438
plus: Cash, Cash Equivalents & Investments - beginning of year	7,331,388	7,850,527	7,696,364	8,151,881	9,321,292	10,561,830	11,876,994	13,270,497	14,746,275	15,708,284	17,336,804
Cash & Cash Equivalents - end of the year	7,850,527	7,696,364	8,151,881	9,321,292	10,561,830	11,876,994	13,270,497	14,746,275	15,708,284	17,336,804	19,059,242

Long Term Financial Plan

Equity Statement – Consolidated Fund

Narromine Shire Council											
Long Term Financial Plan											
EQUITY STATEMENT - CONSOLIDATED	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Opening Balance	441,243,773	451,193,614	472,700,097	491,153,563	498,391,334	506,193,748	514,656,700	523,720,122	533,564,325	544,150,112	555,586,117
a. Current Year Income & Expenses Recognised direct to Equity											
- Transfers to/(from) Asset Revaluation Reserve	-	2,602,440	2,628,464	2,654,749	2,681,297	2,708,109	2,735,191	2,762,543	2,790,167	2,818,070	2,846,250
- Transfers to/(from) Other Reserves	-	-	-	-	-	-	-	-	-	-	-
- Other Income/Expenses recognised	-	-	-	-	-	-	-	-	-	-	-
- Other Adjustments	-	-	-	-	-	-	-	-	-	-	-
Net Income Recognised Directly in Equity	-	2,602,440	2,628,464	2,654,749	2,681,297	2,708,109	2,735,191	2,762,543	2,790,167	2,818,070	2,846,250
b. Net Operating Result for the Year	9,949,841	18,904,043	15,825,002	4,583,022	5,121,117	5,754,843	6,328,231	7,081,660	7,795,620	8,617,935	9,054,761
Total Recognised Income & Expenses (c&d)	9,949,841	21,506,483	18,453,466	7,237,771	7,802,414	8,462,952	9,063,422	9,844,203	10,585,787	11,436,005	11,901,011
c. Distributions to/(Contributions from) Minority Interests	-	-	-	-	-	-	-	-	-	-	-
d. Transfers between Equity	-	-	-	-	-	-	-	-	-	-	-
Equity - Balance at end of the reporting period	451,193,614	472,700,097	491,153,563	498,391,334	506,193,748	514,656,700	523,720,122	533,564,325	544,150,112	555,586,117	567,487,128

Long Term Financial Plan

Equity Statement – General Fund

Narromine Shire Council											
Long Term Financial Plan											
EQUITY STATEMENT - GENERAL FUND	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Opening Balance	375,759,310	383,537,875	387,498,081	392,002,734	397,100,501	402,578,767	408,497,753	414,781,679	421,594,081	428,881,002	436,779,004
a. Current Year Income & Expenses Recognised direct to Equity											
- Transfers to/(from) Asset Revaluation Reserve	-	2,176,860	2,198,628	2,220,615	2,242,822	2,265,248	2,287,902	2,310,781	2,333,888	2,357,228	2,380,799
- Transfers to/(from) Other Reserves	-	-	-	-	-	-	-	-	-	-	-
- Other Income/Expenses recognised	-	-	-	-	-	-	-	-	-	-	-
- Other Adjustments	-	-	-	-	-	-	-	-	-	-	-
Net Income Recognised Directly in Equity	-	2,176,860	2,198,628	2,220,615	2,242,822	2,265,248	2,287,902	2,310,781	2,333,888	2,357,228	2,380,799
b. Net Operating Result for the Year	7,778,565	1,783,346	2,306,025	2,877,152	3,235,444	3,653,738	3,996,024	4,501,621	4,953,033	5,540,774	5,672,566
Total Recognised Income & Expenses (c&d)	7,778,565	3,960,206	4,504,653	5,097,767	5,478,266	5,918,986	6,283,926	6,812,402	7,286,921	7,898,002	8,053,365
c. Distributions to/(Contributions from) Minority Interests	-	-	-	-	-	-	-	-	-	-	-
d. Transfers between Equity	-	-	-	-	-	-	-	-	-	-	-
Equity - Balance at end of the reporting period	383,537,875	387,498,081	392,002,734	397,100,501	402,578,767	408,497,753	414,781,679	421,594,081	428,881,002	436,779,004	444,832,369

Long Term Financial Plan

Equity Statement – Water Fund

Narromine Shire Council											
Long Term Financial Plan											
EQUITY STATEMENT - WATER FUND	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Opening Balance	29,340,522	30,615,467	46,928,673	59,623,097	60,462,193	61,409,491	62,497,015	63,736,607	65,140,944	66,720,665	68,467,391
a. Current Year Income & Expenses Recognised direct to Equity											
- Transfers to/(from) Asset Revaluation Reserve	-	182,100	183,921	185,760	187,618	189,494	191,389	193,303	195,236	197,188	199,160
- Transfers to/(from) Other Reserves	-	-	-	-	-	-	-	-	-	-	-
- Other Income/Expenses recognised	-	-	-	-	-	-	-	-	-	-	-
- Other Adjustments	-	-	-	-	-	-	-	-	-	-	-
Net Income Recognised Directly in Equity	-	182,100	183,921	185,760	187,618	189,494	191,389	193,303	195,236	197,188	199,160
b. Net Operating Result for the Year	1,274,945	16,131,106	12,510,503	653,336	759,680	898,030	1,048,203	1,211,034	1,384,485	1,549,538	1,757,502
Total Recognised Income & Expenses (c&d)	1,274,945	16,313,206	12,694,424	839,096	947,298	1,087,524	1,239,592	1,404,337	1,579,721	1,746,726	1,956,662
c. Distributions to/(Contributions from) Minority Interests	-	-	-	-	-	-	-	-	-	-	-
d. Transfers between Equity	-	-	-	-	-	-	-	-	-	-	-
Equity - Balance at end of the reporting period	30,615,467	46,928,673	59,623,097	60,462,193	61,409,491	62,497,015	63,736,607	65,140,944	66,720,665	68,467,391	70,424,053

Long Term Financial Plan

Equity Statement – Sewer Fund

Narromine Shire Council											
Long Term Financial Plan											
EQUITY STATEMENT - SEWER FUND	Budget	Long Term Financial Plan									
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Opening Balance	36,143,941	37,040,272	38,273,343	39,527,732	40,828,640	42,205,490	43,661,932	45,201,836	46,829,300	48,548,445	50,339,722
a. Current Year Income & Expenses Recognised direct to Equity											
- Transfers to/(from) Asset Revaluation Reserve	-	243,480	245,915	248,374	250,857	253,367	255,900	258,459	261,043	263,654	266,291
- Transfers to/(from) Other Reserves	-	-	-	-	-	-	-	-	-	-	-
- Other Income/Expenses recognised	-	-	-	-	-	-	-	-	-	-	-
- Other Adjustments	-	-	-	-	-	-	-	-	-	-	-
Net Income Recognised Directly in Equity	-	243,480	245,915	248,374	250,857	253,367	255,900	258,459	261,043	263,654	266,291
b. Net Operating Result for the Year	896,331	989,591	1,008,474	1,052,534	1,125,993	1,203,075	1,284,004	1,369,005	1,458,102	1,527,623	1,624,693
Total Recognised Income & Expenses (c&d)	896,331	1,233,071	1,254,389	1,300,908	1,376,850	1,456,442	1,539,904	1,627,464	1,719,145	1,791,277	1,890,984
c. Distributions to/(Contributions from) Minority Interests	-	-	-	-	-	-	-	-	-	-	-
d. Transfers between Equity	-	-	-	-	-	-	-	-	-	-	-
Equity - Balance at end of the reporting period	37,040,272	38,273,343	39,527,732	40,828,640	42,205,490	43,661,932	45,201,836	46,829,300	48,548,445	50,339,722	52,230,706



2024-2025 Fees & Charges

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004	Discretionary within range set by Statute
005	Maximum set by Regulations
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007	Maximum within a range set by Statute – 50% of Original price
008	Maximum within a range set by Statute. Estimated Cost & Maximum Fee Payable.
009	Price In Accordance with NSW State Government Best Practice Guidelines
010	Set by Regulations
011	Statutory Fee
999	Not Applicable

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

NARROMINE SHIRE COUNCIL

ORGANISATIONAL SERVICES

FEE FOR RETURNED CHEQUES/DIRECT DEPOSITS

Each Instance	\$38.00	\$40.00	\$0.00	\$40.00	5.26%	\$2.00	N	N
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RATE CERTIFICATES

Section 603 Certificate	\$95.00	\$100.00	\$0.00	\$100.00	5.26%	\$5.00	Y	N
Section 603 Certificate – Expedition Fee	\$40.00	\$42.00	\$0.00	\$42.00	5.00%	\$2.00	N	N

SEARCHES - BY SERVICE AGENTS

Company Searches – through Service Agent	Costs + 30%						N	N
Property Searches – By Address, Lot & DP, Name – through Service Agent	Costs + 30%						N	N

COPY OF RATE OR WATER ACCOUNT

Request for Hard Copy of Original Rate or Water Notice	\$10.00	\$11.00	\$0.00	\$11.00	10.00%	\$1.00	N	N
Request for Email Copy of Original Rate or Water Notice	No Charge						N	N

ACCRUAL OF INTEREST (SEC 566 LG ACT 1993)

Outstanding Rates & Charges	10.5% per annum						Y	N
	Last year fee 9.0% per annum							

ADMINISTRATION COSTS

Staff Time per hour or part thereof – Related to GST exempt charge	\$93.00	\$98.00	\$0.00	\$98.00	5.38%	\$5.00	N	N
Staff Time per hour or part thereof – Not related to GST exempt charge	\$99.00	\$94.55	\$9.45	\$104.00	5.05%	\$5.00	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

PHOTOCOPYING COSTS

PHOTOCOPYING OF COUNCIL DOCUMENTS ONLY THAT CANNOT BE TAKEN AWAY FROM THE BUILDING, I.E. LEP PAGES, DCP PAGES

A4 - Black & White	\$0.90	\$0.86	\$0.09	\$0.95	5.56%	\$0.05	N	Y
A3 - Black & White	\$0.90	\$0.86	\$0.09	\$0.95	5.56%	\$0.05	N	Y
A4 - Colour	\$1.55	\$1.50	\$0.15	\$1.65	6.45%	\$0.10	N	Y
A3 - Colour	\$3.00	\$2.91	\$0.29	\$3.20	6.67%	\$0.20	N	Y

PHOTOCOPYING SERVICES FOR COMMUNITY GROUPS

A4 - Black & White	\$0.65	\$0.64	\$0.06	\$0.70	7.69%	\$0.05	N	Y
A3 - Black & White	\$0.75	\$0.73	\$0.07	\$0.80	6.67%	\$0.05	N	Y
A4 - Colour	\$0.85	\$0.82	\$0.08	\$0.90	5.88%	\$0.05	N	Y
A3 - Colour	\$1.55	\$1.50	\$0.15	\$1.65	6.45%	\$0.10	N	Y
Laminating – A4 Size	\$0.95	\$0.91	\$0.09	\$1.00	5.26%	\$0.05	N	Y

PHOTOCOPYING FOR SPECIAL GROUPS (AT DISCRETION OF GENERAL MANAGER)

A4 - Black & White	\$0.30	\$0.32	\$0.03	\$0.35	16.67%	\$0.05	N	Y
A3 - Black & White	\$0.55	\$0.55	\$0.05	\$0.60	9.09%	\$0.05	N	Y
A4 - Colour	\$0.65	\$0.64	\$0.06	\$0.70	7.69%	\$0.05	N	Y
A3 - Colour	\$1.15	\$1.14	\$0.11	\$1.25	8.70%	\$0.10	N	Y

GIPA

Formal Application Access	\$30.00	\$30.00	\$0.00	\$30.00	0.00%	\$0.00	Y	N
Processing charge per hour	\$30.00	\$30.00	\$0.00	\$30.00	0.00%	\$0.00	Y	N
Internal Review fee	\$40.00	\$40.00	\$0.00	\$40.00	0.00%	\$0.00	Y	N

CASUAL HIRE OF COUNCIL MEETING ROOMS / OFFICES

CSPC Board Room – Hourly	\$26.00	\$25.45	\$2.55	\$28.00	7.69%	\$2.00	N	Y
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

CASUAL HIRE OF COUNCIL MEETING ROOMS / OFFICES [continued]

CSPC Board Room – Daily Hire	\$61.00	\$59.09	\$5.91	\$65.00	6.56%	\$4.00	N	Y
CSPC Board Room – Weekly Hire	\$242.00	\$231.82	\$23.18	\$255.00	5.37%	\$13.00	N	Y
Council Chambers – Hourly	\$26.00	\$25.45	\$2.55	\$28.00	7.69%	\$2.00	N	Y
Council Chambers – Daily Hire	\$61.00	\$59.09	\$5.91	\$65.00	6.56%	\$4.00	N	Y
Council Chambers – Weekly Hire	\$242.00	\$231.82	\$23.18	\$255.00	5.37%	\$13.00	N	Y
Interview Room – Hourly	\$26.00	\$25.45	\$2.55	\$28.00	7.69%	\$2.00	N	Y
Interview Room – Daily Hire	\$61.00	\$59.09	\$5.91	\$65.00	6.56%	\$4.00	N	Y
Interview Room – Weekly Hire	\$242.00	\$231.82	\$23.18	\$255.00	5.37%	\$13.00	N	Y

HUBNSPOKE - 37 BURRAWAY STREET, NARROMINE

HubnSpoke - Electronic Access Key	Electronic fob included in charge						N	N
HubnSpoke - Casual* Daily Hire per person (charge provides access to one desk and hub facilities)	\$22.00	\$21.82	\$2.18	\$24.00	9.09%	\$2.00	N	Y
HubnSpoke - Weekly Hire per person (charge provides access to one desk and hub facilities)	\$75.00	\$72.73	\$7.27	\$80.00	6.67%	\$5.00	N	Y
HubnSpoke - Monthly Hire per person (charge provides access to one desk and hub facilities)	\$223.00	\$214.55	\$21.45	\$236.00	5.83%	\$13.00	N	Y
HubnSpoke - Annual Hire per person (charge provides access to one desk and hub facilities)	\$2,220.00	\$2,122.73	\$212.27	\$2,335.00	5.18%	\$115.00	N	Y
HubnSpoke - Dandaloo Office - Daily Hire per person (charge provides access to office and hub facilities)**	\$31.00	\$30.00	\$3.00	\$33.00	6.45%	\$2.00	N	Y
HubnSpoke - Burraway Office - Daily Hire per person (charge provides access to office and hub facilities)**	\$31.00	\$30.00	\$3.00	\$33.00	6.45%	\$2.00	N	Y
37 Burraway Street Rooms - Weekly Hire with Signed Lease (Excludes Electricity Charges – Billed separately)	\$195.00	\$186.36	\$18.64	\$205.00	5.13%	\$10.00	N	Y

TEMPORARY CROWN LAND LICENCE AGREEMENTS

Temporary Crown Land Licence Agreements	Minimum Statutory Crown Land Rental	N	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

LEGAL FEES (AS PER COUNCIL'S DEBT RECOVERY POLICY)

Skip Trace search fee – Using Service Agent (Ratepayer responsible for all searches)					At Cost		N	N
Ratepayer responsible for all costs (includes Early & Late Stage Intervention & service fees)					At Cost		N	N

ADMINISTRATION CHARGE - (SECTION 713 SALE)

Sale of Land under Section 713 of the Local Government Act, 1993 (per property listed for sale)	\$632.00	\$604.55	\$60.45	\$665.00	5.22%	\$33.00	N	Y
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ENVIRONMENTAL & HEALTH

FOOD PREMISES INSPECTION FEES

Food Annual Inspection Admin fee - per premises	\$74.00	\$74.00	\$0.00	\$74.00	0.00%	\$0.00	Y	N
Food Inspection fee per hour - medium & high risk premises	\$87.00	\$100.00	\$0.00	\$100.00	14.94%	\$13.00	Y	N
Food Inspection Low Risk Premises – Nominal Fee	\$62.50	\$70.00	\$0.00	\$70.00	12.00%	\$7.50	Y	N
Food Inspection Community/Charity/Non-profit					No Charge		Y	N
Food Re-inspection fee	\$124.50	\$124.50	\$0.00	\$124.50	0.00%	\$0.00	Y	N
Improvement Notice - Administration Fee - Food Act	\$330.00	\$330.00	\$0.00	\$330.00	0.00%	\$0.00	Y	N

OTHER INSPECTION FEES

Public Health Premises – Skin Penetration Premises/Inspection Public Swimming Pools/Inspection Beauty Salons/Hairdressers	\$102.50	\$107.27	\$10.73	\$118.00	15.12%	\$15.50	N	Y
Re-Inspection (Prohibition Order) per hour (min charge of half an hour, maximum 2 hours)	\$256.00	\$256.00	\$0.00	\$256.00	0.00%	\$0.00	Y	N

PROTECTION OF THE ENVIRONMENTAL OPERATIONS ACT (1997)

Compliance cost notice – full cost recovery for council's involvement including plant, equipment, wages, reports, investigations					As per Act		Y	Y
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

WATER CARTERS - POTABLE WATER

Registration	\$62.00	\$65.00	\$0.00	\$65.00	4.84%	\$3.00	N	N
Annual Inspection	\$90.00	\$90.00	\$0.00	\$90.00	0.00%	\$0.00	Y	N

SECTION 68 - LOCAL GOVERNMENT ACT - ACTIVITY APPROVALS

PART A - TEMPORARY STRUCTURES AND PLACES OF PUBLIC ENTERTAINMENT

Application for approval to install a manufactured home or moveable dwelling	\$1,195.00	\$1,140.91	\$114.09	\$1,255.00	5.02%	\$60.00	N	Y
Part A Inspection	\$130.00	\$123.64	\$12.36	\$136.00	4.62%	\$6.00	N	Y

PART B - WATER SUPPLY, SEWERAGE AND STORMWATER DRAINAGE WORK

Part B Inspection	\$130.00	\$123.64	\$12.36	\$136.00	4.62%	\$6.00	N	Y
Carry out water supply work	\$115.00	\$121.00	\$0.00	\$121.00	5.22%	\$6.00	N	N
Draw water from council water supply or standpipe or sell water so drawn	\$115.00	\$121.00	\$0.00	\$121.00	5.22%	\$6.00	N	N
Install, alter, disconnect or remove a meter connected to a service pipe	\$115.00	\$121.00	\$0.00	\$121.00	5.22%	\$6.00	N	N
Carry out Sewerage supply work	\$115.00	\$121.00	\$0.00	\$121.00	5.22%	\$6.00	N	N
Carry out stormwater drainage work	\$115.00	\$121.00	\$0.00	\$121.00	5.22%	\$6.00	N	N
Connect a private drain or sewer with a public drain or sewer under the control of a council or with a drain or sewer which connects with such a public drain or sewer	\$115.00	\$121.00	\$0.00	\$121.00	5.22%	\$6.00	N	N

PART C - MANAGEMENT OF WASTE

Part C Inspection	\$193.00	\$184.55	\$18.45	\$203.00	5.18%	\$10.00	N	Y
For fee or reward, transport waste over or under a public place	\$115.00	\$121.00	\$0.00	\$121.00	5.22%	\$6.00	N	N
Place waste in a public place	\$115.00	\$121.00	\$0.00	\$121.00	5.22%	\$6.00	N	N
Place a waste storage container in a public place	\$115.00	\$121.00	\$0.00	\$121.00	5.22%	\$6.00	N	N
Liquid Trade Waste Application	\$216.00	\$227.00	\$0.00	\$227.00	5.09%	\$11.00	N	N
Dispose of Liquid Trade Waste into a sewer of the council	\$115.00	\$121.00	\$0.00	\$121.00	5.22%	\$6.00	N	N
Install, construct or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility	\$185.50	\$195.00	\$0.00	\$195.00	5.12%	\$9.50	N	N

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

PART C - MANAGEMENT OF WASTE [continued]

Operate on site sewage system	\$115.00	\$121.00	\$0.00	\$121.00	5.22%	\$6.00	N	N
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PART D - COMMUNITY LAND

Application to engage in a trade or business	\$295.50	\$311.00	\$0.00	\$311.00	5.25%	\$15.50	N	N
Application to direct or procure a theatrical, musical or other entertainment for the public	\$127.00	\$133.00	\$0.00	\$133.00	4.72%	\$6.00	N	N
Application to construct a temporary enclosure for the purpose of entertainment	\$127.00	\$133.00	\$0.00	\$133.00	4.72%	\$6.00	N	N
Application for fee or reward, play a musical instrument or sing	\$64.50	\$68.00	\$0.00	\$68.00	5.43%	\$3.50	N	N
Application to set up, operate or use a loudspeaker or sound amplifying device	\$64.50	\$68.00	\$0.00	\$68.00	5.43%	\$3.50	N	N
Application to deliver a public address or hold a religious service or public meeting	\$64.50	\$68.00	\$0.00	\$68.00	5.43%	\$3.50	N	N

PART E - PUBLIC ROADS

Part E Inspection	\$130.00	\$123.64	\$12.36	\$136.00	4.62%	\$6.00	N	Y
Swing or hoist goods across or over any part of a public road by means of a lift, hoist or tackle projecting over the footway	\$121.00	\$115.45	\$11.55	\$127.00	4.96%	\$6.00	N	Y
Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road	\$170.00	\$162.73	\$16.27	\$179.00	5.29%	\$9.00	N	Y

PART F - OTHER ACTIVITIES

Part F Inspection	\$118.50	\$113.64	\$11.36	\$125.00	5.49%	\$6.50	N	Y
Operate a public car park	\$133.00	\$127.27	\$12.73	\$140.00	5.26%	\$7.00	N	Y
Operate a caravan park or camping ground	\$298.00	\$284.55	\$28.45	\$313.00	5.03%	\$15.00	N	Y
Operate a manufactured home estate	\$297.00	\$283.64	\$28.36	\$312.00	5.05%	\$15.00	N	Y
Install a domestic oil or solid fuel heating appliance, other than a portable appliance	\$100.00	\$95.45	\$9.55	\$105.00	5.00%	\$5.00	N	Y
Install or operate amusement devices	\$36.50	\$35.45	\$3.55	\$39.00	6.85%	\$2.50	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

PART F - OTHER ACTIVITIES [continued]

Use a standing vehicle or any article for the purpose of selling any article in a public place (Annual Fee)	\$133.00	\$127.27	\$12.73	\$140.00	5.26%	\$7.00	N	Y
Carry out an activity prescribed by the regulations or an activity of a class or description prescribed by the regulations	\$103.00	\$98.18	\$9.82	\$108.00	4.85%	\$5.00	N	Y

SWIMMING POOL

Compliance inspection – first inspection	\$150.00	\$150.00	\$0.00	\$150.00	0.00%	\$0.00	Y	N
Compliance inspection – additional inspection	\$100.00	\$100.00	\$0.00	\$100.00	0.00%	\$0.00	Y	N
Process swimming pool register application	\$10.00	\$10.00	\$0.00	\$10.00	0.00%	\$0.00	Y	N
Exemption from Barrier requirements under Sec 22 of the Act	\$250.00	\$250.00	\$0.00	\$250.00	0.00%	\$0.00	Y	N

USE OF FOOTPATH

Street dining/articles on footpaths application fees	\$116.50	\$111.82	\$11.18	\$123.00	5.58%	\$6.50	N	Y
Annual Rental	\$170.00	\$162.73	\$16.27	\$179.00	5.29%	\$9.00	N	Y
Footpath Security Deposit (Refundable if no damage incurred on footpath)	\$755.00	\$720.91	\$72.09	\$793.00	5.03%	\$38.00	N	Y

TEMPORARY BUILDINGS

Application for approval of temporary building	\$168.00	\$161.82	\$16.18	\$178.00	5.95%	\$10.00	N	Y
Application for permission to occupy moveable dwelling on building site (caravan) Information	\$168.00	\$161.82	\$16.18	\$178.00	5.95%	\$10.00	N	Y

NOXIOUS WEEDS

PRIVATE SPRAYING - NOXIOUS WEEDS

Plant - Plant including 1 operator per hour (Minimum Charge one hour)	\$133.00	\$127.27	\$12.73	\$140.00	5.26%	\$7.00	N	Y
Plant - Plant including 2 operators per hour (Minimum Charge one hour)	\$223.00	\$214.55	\$21.45	\$236.00	5.83%	\$13.00	N	Y
Plus Chemical						Costs + 30%	N	Y
Plus Charge per kilometre	\$2.50	\$2.45	\$0.25	\$2.70	8.00%	\$0.20	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

RANGER SERVICES

DOG & CAT REGISTRATIONS

Dog - Not Desexed or Desexed (after relevant age)	\$252.00	\$252.00	\$0.00	\$252.00	0.00%	\$0.00	Y	N
Annual Permit (for cats not desexed by four months of age IN ADDITION to their Lifetime Registration Fee)	\$92.00	\$92.00	\$0.00	\$92.00	0.00%	\$0.00	Y	N
Annual Permit (Declared Dangerous Dogs IN ADDITION to their one-off Lifetime Registration Fee)	\$221.00	\$221.00	\$0.00	\$221.00	0.00%	\$0.00	Y	N
Annual Permit (Restricted Dog Breed IN ADDITION to their one-off Lifetime Registration Fee)	\$221.00	\$221.00	\$0.00	\$221.00	0.00%	\$0.00	Y	N
Annual Permit Late Fee	\$21.00	\$21.00	\$0.00	\$21.00	0.00%	\$0.00	Y	N
Dog - Desexed (by relevant age)	\$75.00	\$75.00	\$0.00	\$75.00	0.00%	\$0.00	Y	N
Dog - Desexed (by relevant age - eligible pensioner)	\$32.00	\$32.00	\$0.00	\$32.00	0.00%	\$0.00	Y	N
Dog - Service of the State	No Charge						Y	N
Assistance Animal	No Charge						Y	N
Dog - Working	No Charge						Y	N
Dog - Desexed (Sold by Pound/Shelter)	No Charge						Y	N
Dog - Not Desexed (recognised breeder)	\$75.00	\$75.00	\$0.00	\$75.00	0.00%	\$0.00	Y	N
Microchipping fee – all dogs and cats*	\$46.00	\$41.82	\$4.18	\$46.00	0.00%	\$0.00	N	Y

*NOTE: Only GST Exempt when part of impound release fee

Euthanasia	Costs + 30%						Y	N
Dog - Not Desexed (Not Recommended)	\$75.00	\$75.00	\$0.00	\$75.00	0.00%	\$0.00	Y	N
Dog - Not Desexed (not recommended eligible pensioner)	\$32.00	\$32.00	\$0.00	\$32.00	0.00%	\$0.00	N	N
Cat - Not Desexed (not recommended - eligible pensioner)	\$32.00	\$32.00	\$0.00	\$32.00	0.00%	\$0.00	N	N
Certificate of Compliance for Dangerous/Restricted Breed Enclosure	\$150.00	\$150.00	\$0.00	\$150.00	0.00%	\$0.00	Y	N
Registration Late Fee - where registration fee has not been paid 28 days after when animal was required to be registered.	\$21.00	\$21.00	\$0.00	\$21.00	0.00%	\$0.00	Y	N
Cat - Desexed or Not Desexed	\$65.00	\$65.00	\$0.00	\$65.00	0.00%	\$0.00	Y	N
Cat - Desexed (eligible pensioner)	\$32.00	\$32.00	\$0.00	\$32.00	0.00%	\$0.00	Y	N
Cat - Desexed (sold by pound/shelter)	No Charge						Y	N
Cat - Not Desexed (not recommended)	\$65.00	\$65.00	\$0.00	\$65.00	0.00%	\$0.00	Y	N

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

DOG & CAT REGISTRATIONS [continued]

Cat - Not Desexed (recognised breeder)	\$65.00	\$65.00	\$0.00	\$65.00	0.00%	\$0.00	Y	N
Cat - Not desexed by four months of age	\$85.00	\$85.00	\$0.00	\$85.00	0.00%	\$0.00	Y	N

IMPOUNDING FEE - COMPANION ANIMALS

Maintenance and sustenance fee (per day held)	\$16.00	\$15.45	\$1.55	\$17.00	6.25%	\$1.00	N	Y
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RELEASE FEES

NOTE: Animals are to be micro chipped and lifetime registered prior to being released

First release	\$58.00	\$55.45	\$5.55	\$61.00	5.17%	\$3.00	N	Y
Second and subsequent release (within 12 months of first release)	\$117.00	\$111.82	\$11.18	\$123.00	5.13%	\$6.00	N	Y

EQUIPMENT CHARGES (COMPANION ANIMALS)

Dangerous/Restricted Dog Collar (small)						Costs + 30%	N	N
Dangerous/Restricted Dog Collar (medium)						Costs + 30%	N	N
Dangerous/Restricted Dog Collar (large)						Costs + 30%	N	N
Dangerous/Restricted Dog Collar (extra large)						Costs + 30%	N	N

SURRENDER FEE

Surrender Greyhound (Commercial)	\$89.00	\$94.00	\$0.00	\$94.00	5.62%	\$5.00	N	N
Surrender Fee - Companion Animals	\$0.00	\$61.82	\$6.18	\$68.00	∞	\$68.00	N	Y

SALE OF COMPANION ANIMALS

Sale of Companion Animal – Including Microchipping, De-sexing & Lifetime Registration						Costs + 30%	N	N
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IMPOUNDING

After Hours Callout Fee (per person)	\$277.00	\$291.00	\$0.00	\$291.00	5.05%	\$14.00	N	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

IMPOUNDING [continued]

Impounding Officer Fee (per hour)	\$73.00	\$77.00	\$0.00	\$77.00	5.48%	\$4.00	N	N
Fee per animal	\$31.00	\$33.00	\$0.00	\$33.00	6.45%	\$2.00	N	N

CALLOUT FEE

Per Officer Per Hour (during normal working hours)	\$53.00	\$56.00	\$0.00	\$56.00	5.66%	\$3.00	N	N
Per Additional Officer per hour	\$53.00	\$56.00	\$0.00	\$56.00	5.66%	\$3.00	N	N
Per Additional Officer per half hour (after 4 hours)	\$53.00	\$56.00	\$0.00	\$56.00	5.66%	\$3.00	N	N
Officer Travel per kilometer	\$1.35	\$1.32	\$0.13	\$1.45	7.41%	\$0.10	N	Y

TRANSPORT / CARRIER COSTS / FEEDING

Cost recovery of Actual Costs to Council	Costs + 30%						N	N
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TREATMENT & FEEDING COSTS

Feeding costs – Cost recovery of Actual Costs to Council	Costs + 30%						N	N
Euthanasia – per Animal Livestock	Costs + 30%						N	N

SALE OF LIVESTOCK

By Tender (All Advertising Costs & Preparation for Sale)	\$177.00	\$169.09	\$16.91	\$186.00	5.08%	\$9.00	N	Y
By Auction	Costs + 30%						N	N

IMPOUNDING FEE - VEHICLES/ ARTICLES

Abandoned Article – Small (Per Article)	\$216.00	\$227.00	\$0.00	\$227.00	5.09%	\$11.00	N	N
Abandoned Article – Large (Per Article)	\$308.00	\$324.00	\$0.00	\$324.00	5.19%	\$16.00	N	N
Abandoned Vehicle	\$443.00	\$466.00	\$0.00	\$466.00	5.19%	\$23.00	N	N
Release Fee – Vehicle / Article	\$38.00	\$40.00	\$0.00	\$40.00	5.26%	\$2.00	N	N
Storage Fee – Vehicle (Per Day)	\$14.00	\$13.64	\$1.36	\$15.00	7.14%	\$1.00	N	Y
Disposal Fee	Costs + 30%						N	N

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

PLANNING & DEVELOPMENT

PLANNING - LEP

LOCAL ENVIRONMENTAL PLANS (LEP)

Documents & Maps (hard copy)	\$65.50	\$69.00	\$0.00	\$69.00	5.34%	\$3.50	N	N
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DEVELOPMENT CONTROL PLANS (DCP)

Document in hard copy	\$36.50	\$39.00	\$0.00	\$39.00	6.85%	\$2.50	N	N
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FEES FOR PLANNING PROPOSALS (REZONING APPLICATIONS)

Stage 1 – Milestone – Upon initial application	\$674.00	\$708.00	\$0.00	\$708.00	5.04%	\$34.00	N	N
Stage 2 – Milestone – Upon endorsement of Council	\$2,695.00	\$2,830.00	\$0.00	\$2,830.00	5.01%	\$135.00	N	N
Stage 3 – Milestone – Upon approval of the NSW Dept of Planning & Infrastructure 'Gateway'	\$9,395.00	\$9,865.00	\$0.00	\$9,865.00	5.00%	\$470.00	N	N
Advertising of rezoning	\$1,292.00	\$1,292.00	\$0.00	\$1,292.00	0.00%	\$0.00	N	N

SECTION 10.7 CERTIFICATES

Sec 10.7 Basic Certificate (charge per lot)	\$66.00	\$69.00	\$0.00	\$69.00	4.55%	\$3.00	Y	N
10.7 (2) & (5) Certificate (charge per lot)	\$167.00	\$173.00	\$0.00	\$173.00	3.59%	\$6.00	Y	N

SECTION 7.11 AND 7.12 CONTRIBUTIONS (S94 & S94A CONTRIBUTIONS)

Section 7.11 / 7.12 Contributions	As per Section 7.11 and 7.12 Contributions Plans						Y	N
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DEVELOPMENT APPLICATIONS

ADVERTISING SIGNS

Development application for development for the purpose of 1 or more advertisements, but only if the fee under this item exceeds the fee that would be payable under 'All developments based on value'

Advertising Sign (first sign)	\$357.00	\$370.00	\$0.00	\$370.00	3.64%	\$13.00	Y	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

ADVERTISING SIGNS [continued]

Plus each advertisement in excess of one (1) or fee based on value (whichever is greater)	\$93.00	\$93.00	\$0.00	\$93.00	0.00%	\$0.00	Y	N
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DWELLING HOUSE WITH COST OF CONSTRUCTION LESS THAN \$100,000 OR LESS

For dwelling house with construction less than \$100,000*	\$570.00	\$592.00	\$0.00	\$592.00	3.86%	\$22.00	Y	N
*Where application involves erection of dwelling house, of which the estimation cost of construction is \$100,000 or less								

ALL DEVELOPMENTS

Up to \$5,000	\$138.00	\$143.00	\$0.00	\$143.00	3.62%	\$5.00	Y	N
Base Fee - All Developments from \$5,001 to \$50,000 excluding Class 1 dwelling with value < \$100,000	\$212.00	\$220.00	\$0.00	\$220.00	3.77%	\$8.00	Y	N
Plus per \$1,000 (or part of \$1,000) of the estimated cost	\$3.00	\$3.00	\$0.00	\$3.00	0.00%	\$0.00	Y	N
Base Fee - All Developments from \$50,001 to \$250,000	\$441.00	\$458.00	\$0.00	\$458.00	3.85%	\$17.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$50,000	\$3.64	\$3.64	\$0.00	\$3.64	0.00%	\$0.00	Y	N
Base Fee - All Developments from \$250,001 to \$500,000	\$1,454.00	\$1,509.00	\$0.00	\$1,509.00	3.78%	\$55.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000	\$2.34	\$2.34	\$0.00	\$2.34	0.00%	\$0.00	Y	N
Base Fee - All Developments from \$500,001 to \$1M	\$2,189.00	\$2,272.00	\$0.00	\$2,272.00	3.79%	\$83.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000	\$1.64	\$1.64	\$0.00	\$1.64	0.00%	\$0.00	Y	N
Base Fee - All Developments from \$1M to \$10M	\$3,280.00	\$3,404.00	\$0.00	\$3,404.00	3.78%	\$124.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	\$1.44	\$1.44	\$0.00	\$1.44	0.00%	\$0.00	Y	N
Base Fee - All Developments from \$10M	\$19,914.00	\$20,666.00	\$0.00	\$20,666.00	3.78%	\$752.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	\$1.19	\$1.19	\$0.00	\$1.19	0.00%	\$0.00	Y	N

DEVELOPMENT APPLICATION - FOR SUBDIVISIONS

Per Application (including creation of a public road)	\$833.00	\$864.00	\$0.00	\$864.00	3.72%	\$31.00	Y	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

DEVELOPMENT APPLICATION - FOR SUBDIVISIONS [continued]

Plus per additional Lot created (for applications creating a public road)	\$65.00	\$65.00	\$0.00	\$65.00	0.00%	\$0.00	Y	N
Per Application (not including creation of a public road)	\$414.00	\$429.00	\$0.00	\$429.00	3.62%	\$15.00	Y	N
Plus per additional Lot created (for applications not creating a public road)	\$53.00	\$53.00	\$0.00	\$53.00	0.00%	\$0.00	Y	N
Per Application (Strata Title)	\$414.00	\$429.00	\$0.00	\$429.00	3.62%	\$15.00	Y	N
Plus per additional Strata Lot created	\$65.00	\$65.00	\$0.00	\$65.00	0.00%	\$0.00	Y	N

DEVELOPMENT APPLICATION - NO BUILDING WORK

Application for development not involving the erection of a building, the carrying out of a work, the subdivision of land or the demolition of a work or building - Per Application	\$357.00	\$370.00	\$0.00	\$370.00	3.64%	\$13.00	Y	N
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DEVELOPMENT APPLICATION - ADDITIONAL FEES

Additional fee for development application for integrated development - (Fees when an application for development requires approval of a public / statutory authority under the integrated approvals of the EPA Act)	\$175.00	\$182.00	\$0.00	\$182.00	4.00%	\$7.00	N	N
Fee for development application for integrated development	\$401.00	\$416.00	\$0.00	\$416.00	3.74%	\$15.00	N	N
Additional fee for development application for development requiring concurrence, other than if concurrence is assumed under this Regulation, section 55	\$175.00	\$182.00	\$0.00	\$182.00	4.00%	\$7.00	N	N
Concurrence Fee Item 3.2(b) Schedule 4 EP&A Regs 2021 (payable to concurrence authority)	\$401.00	\$416.00	\$0.00	\$416.00	3.74%	\$15.00	N	N
Additional fee for development application for designated development	\$1,154.00	\$1,197.00	\$0.00	\$1,197.00	3.73%	\$43.00	N	N
Additional fee for development application that is referred to design review panel for advice	\$3,763.00	\$3,905.00	\$0.00	\$3,905.00	3.77%	\$142.00	N	N
Advertised Development (Includes newspaper advertisement, letters to adjoining owners and 2 weeks advertising period)	\$1,385.00	\$1,385.00	\$0.00	\$1,385.00	0.00%	\$0.00	Y	N
Adjoining Owner's Notification (no newspaper advertisement, per application)	\$30.00	\$30.00	\$0.00	\$30.00	0.00%	\$0.00	Y	N
Giving Notice for Designated Development	\$2,784.00	\$2,889.00	\$0.00	\$2,889.00	3.77%	\$105.00	Y	N
Giving of notice for nominated integrated development, threatened species development or Class 1 aquaculture development	\$1,386.00	\$1,438.00	\$0.00	\$1,438.00	3.75%	\$52.00	Y	N
Giving of notice for prohibited development	\$1,386.00	\$1,438.00	\$0.00	\$1,438.00	3.75%	\$52.00	Y	N

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

DEVELOPMENT APPLICATION - ADDITIONAL FEES [continued]

Giving of notice for other development for which a community participation plan requires notice to be given	\$1,386.00	\$1,438.00	\$0.00	\$1,438.00	3.75%	\$52.00	N	N
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SUBDIVISION CERTIFICATES

Subdivision Works Certificate (per Certificate)	\$122.00	\$129.00	\$0.00	\$129.00	5.74%	\$7.00	N	N
Plus Subdivision Certificate (per Lot)	\$133.00	\$140.00	\$0.00	\$140.00	5.26%	\$7.00	N	N

SUBDIVISION INSPECTION PACKAGE

Engineering Fee - project based	Costs + 30%						N	Y
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SUBDIVISION WORKS CERTIFICATES

Subdivision Works Certificate - Application Only	\$293.50	\$280.91	\$28.09	\$309.00	5.28%	\$15.50	N	Y
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MODIFICATION OF DEVELOPMENT APPLICATION

Minor Modifications to a DA (under S.4.55(1) of Act) (Minimal environmental impact)	\$89.00	\$92.00	\$0.00	\$92.00	3.37%	\$3.00	Y	N
Modification application - (a) under the Act, section 4.55(1A), or (b) under the Act, section 4.56(1) that involves, in the consent authority's opinion, minimal environmental impact	50% of the Original DA fee up to a maximum \$839.00						Y	N
	Last year fee 50% of the Original DA fee up to a maximum \$808.00							
Modification application under the Act, section 4.55(2) or 4.56(1) that does not, in the consent authority's opinion, involve minimal environmental impact if the original development application fee was - Less than \$107.27	50% fee for original application						N	N
Modification application under the Act, section 4.55(2) or 4.56(1) that does not, in the consent authority's opinion, involve minimal environmental impact if the original development application fee was - more than \$107.27	50% fee for original application						Y	N

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

MODIFICATION OF DEVELOPMENT APPLICATION [continued]

Modification application under the Act, section 4.55(2) or 4.56(1) that does not, in the consent authority's opinion, involve minimal environmental impact, if the fee for the original development application was \$107.27 or more, and the original development application involved the erection of a dwelling house with an estimated cost of \$100,000 or less	\$238.00	\$247.00	\$0.00	\$247.00	3.78%	\$9.00	Y	N
Modification application under the Act, section 4.55(2) or 4.56(1) that does not, in the consent authority's opinion, involve minimal environmental impact, if the fee for the original Base Fee - Modification of Development Application up to \$5,000	\$68.00	\$71.00	\$0.00	\$71.00	4.41%	\$3.00	Y	N
Base Fee - Modification of Development Application from \$5,001 to \$250,000	\$106.00	\$110.00	\$0.00	\$110.00	3.77%	\$4.00	Y	N
Plus per \$1,000 (or part of \$1,000) of the estimated cost which exceeds \$5k	\$1.50	\$1.50	\$0.00	\$1.50	0.00%	\$0.00	Y	N
Base Fee - Modification of Development Application from \$250,001 to \$500,000	\$627.00	\$651.00	\$0.00	\$651.00	3.83%	\$24.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000	\$0.85	\$0.85	\$0.00	\$0.85	0.00%	\$0.00	Y	N
Base Fee - Modification of Development Application from \$500,001 to \$1,000,000	\$893.00	\$927.00	\$0.00	\$927.00	3.81%	\$34.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000	\$0.50	\$0.50	\$0.00	\$0.50	0.00%	\$0.00	Y	N
Base Fee - Modification of Development Application from \$1,000,001 to \$10,000,000	\$1,238.00	\$1,284.00	\$0.00	\$1,284.00	3.72%	\$46.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	\$0.40	\$0.40	\$0.00	\$0.40	0.00%	\$0.00	Y	N
Base Fee - Modification of Development Application from \$10M	\$5,943.00	\$6,167.00	\$0.00	\$6,167.00	3.77%	\$224.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	\$0.27	\$0.27	\$0.00	\$0.27	0.00%	\$0.00	Y	N

MODIFICATION APPLICATIONS - ADDITIONAL FEES

Additional fee for modification application that is accompanied by statement of qualified designer	\$953.00	\$989.00	\$0.00	\$989.00	3.78%	\$36.00	Y	N
Additional fee for modification application that is referred to design review panel for advice	\$3,763.00	\$3,905.00	\$0.00	\$3,905.00	3.77%	\$142.00	Y	N

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

MODIFICATION APPLICATIONS - ADDITIONAL FEES [continued]

Modification application—(a) under the Act, section 4.55(1A), or (b) under the Act, section 4.56(1) that involves, in the consent authority's opinion, minimal environmental impact	\$834.00	\$866.00	\$0.00	\$866.00	3.84%	\$32.00	Y	N
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FEES FOR REVIEWS AND APPEALS

Application for review under the Act, section 8.3 that relates to a development application not involving the erection of a building, the carrying out of a work or the demolition of a work or building	50% fee for original application						N	N
Application for review under the Act, section 8.3 that relates to a development application involving the erection of a dwelling house with an estimated cost of \$100,000 or less	\$238.00	\$247.00	\$0.00	\$247.00	3.78%	\$9.00	N	N
Application for review under the Act, section 8.3 that relates to a development application, for development with an estimated cost of — Base Fee - Review of Development Application up to \$5,000	\$68.00	\$71.00	\$0.00	\$71.00	4.41%	\$3.00	Y	N
Base Fee - Review of Development Application from \$5,001 to \$250,000	\$107.00	\$111.00	\$0.00	\$111.00	3.74%	\$4.00	Y	N
Plus per \$1,000 (or part of \$1,000) of the estimated cost	\$1.50	\$1.50	\$0.00	\$1.50	0.00%	\$0.00	Y	N
Base Fee - Review of Development Application from \$250,001 to \$500,000	\$627.00	\$651.00	\$0.00	\$651.00	3.83%	\$24.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000	\$0.85	\$0.85	\$0.00	\$0.85	0.00%	\$0.00	Y	N
Base Fee - Review of Development Application from \$500,001 to \$1,000,000	\$893.00	\$927.00	\$0.00	\$927.00	3.81%	\$34.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000	\$0.50	\$0.50	\$0.00	\$0.50	0.00%	\$0.00	Y	N
Base Fee - Review of Development Application from \$1,000,001 to \$10,000,000	\$1,238.00	\$1,284.00	\$0.00	\$1,284.00	3.72%	\$46.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	\$0.40	\$0.40	\$0.00	\$0.40	0.00%	\$0.00	Y	N
Base Fee - Review of Development Application from \$10M	\$5,943.00	\$6,167.00	\$0.00	\$6,167.00	3.77%	\$224.00	Y	N
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	\$0.27	\$0.27	\$0.00	\$0.27	0.00%	\$0.00	Y	N

UP TO \$5,000

Application for review under the Act, section 8.3 that relates to a development application, for development with an estimated cost of -

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

REVIEW OF DECISION TO REJECT

Application for review of decision to reject and not determine a development application under the Act, section 8.2(1)(c) if the estimated cost of development is -

Estimated Cost Up To \$100,000	\$68.00	\$71.00	\$0.00	\$71.00	4.41%	\$3.00	Y	N
Estimated Cost between \$100,001 and \$1,000,000	\$187.00	\$194.00	\$0.00	\$194.00	3.74%	\$7.00	Y	N
Estimated Cost Greater than \$1,000,000	\$313.00	\$325.00	\$0.00	\$325.00	3.83%	\$12.00	Y	N
Appeal against determination of modification application under the Act, section 8.9	50% fee that was payable for the application the subject of appeal						N	N

APPLICATION FOR REVIEW

Notice of application for review of a determination under the Act, section 8.3	\$777.00	\$807.00	\$0.00	\$807.00	3.86%	\$30.00	Y	N
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MODIFICATION OF A CDC

Minor – per Certificate	\$125.00	\$119.09	\$11.91	\$131.00	4.80%	\$6.00	N	Y
Major – per Certificate	50% of the Original fee						N	Y

LODGEMENT OF CERTIFICATE BY PRIVATE CERTIFIERS

By a Private Certifier -per Certificate (for lodgement via NSW Planning Portal of a Construction Certificate, Subdivision Works Certificate, Occupation Certificate& Subdivision Certificate)	\$36.00	\$36.00	\$0.00	\$36.00	0.00%	\$0.00	Y	N
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BUILDING INFORMATION CERTIFICATE FEE (CL. 260)

Class 1 and Class 10 Building	\$250.00	\$250.00	\$0.00	\$250.00	0.00%	\$0.00	Y	N
Each additional dwelling – dwelling is in the building or on the allotment	\$250.00	\$250.00	\$0.00	\$250.00	0.00%	\$0.00	Y	N
Class 2 to Class 9 not exceeding 200m2	\$250.00	\$250.00	\$0.00	\$250.00	0.00%	\$0.00	Y	N
Plus: for areas within 201m2 to 2,000m2 per m2	\$0.55	\$0.55	\$0.00	\$0.55	0.00%	\$0.00	Y	N
Exceeding 2,000m2	\$1,165 + 7.5c per m2 exceeding 2,000m2						N	N
Where re-inspection required	\$92.50	\$92.50	\$0.00	\$92.50	0.00%	\$0.00	Y	N
Copy of Building Certificate (cl. 261)	\$13.00	\$13.00	\$0.00	\$13.00	0.00%	\$0.00	Y	N

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

STAMPING OF ADDITIONAL PLANS (PER SET)

Stamping of Additional Plans (per set)	\$15.60	\$16.40	\$0.00	\$16.40	5.13%	\$0.80	N	N
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BOND ADMINISTRATION FEE

Lodging of a bond or proof of bank guarantee with council for incomplete subdivision works	\$307.00	\$323.00	\$0.00	\$323.00	5.21%	\$16.00	N	N
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RELOCATION OF SECOND HAND DWELLING

Security Bond	\$11,615.00	\$12,200.00	\$0.00	\$12,200.00	5.04%	\$585.00	N	N
Inspection prior to relocation (within Narromine Shire)	\$346.00	\$330.91	\$33.09	\$364.00	5.20%	\$18.00	N	Y
Inspection prior to relocation (Outside Narromine Shire – 250km)	\$694.00	\$662.73	\$66.27	\$729.00	5.04%	\$35.00	N	Y
Inspection prior to relocation (Outside Narromine Shire – in excess of 250km)						Costs + 30%	N	Y
Section 608 Fee for Inspection (Other)	\$105.50	\$111.00	\$0.00	\$111.00	5.21%	\$5.50	N	N

COMPLYING DEVELOPMENT CERTIFICATE (CDC)

RESIDENTIAL (FEE DOES NOT INCLUDE INSPECTION FEE)

New Dwelling, Dwelling Alterations & Additions – Estimated value up to \$5,000	75% of Combined DA/CC fee						N	Y
New Dwelling, Dwelling Alterations & Additions – Estimated value between \$5,000 and \$50,000	75% of Combined DA/CC fee						N	Y
New Dwelling, Dwelling Alterations & Additions – Estimated value between \$50,001 to and \$250,000	75% of Combined DA/CC fee						N	Y
New Dwelling, Dwelling Alterations & Additions – Estimated value between \$250,001 to and \$500,000	75% of Combined DA/CC fee						N	Y
New Dwelling, Dwelling Alterations & Additions – Estimated value between \$500,00 to and \$1,000,000	75% of Combined DA/CC fee						N	Y

NON RESIDENTIAL (FEE DOES NOT INCLUDE INSPECTION FEE)

Commercial/Industrial buildings – Estimated value between \$5,001 to and \$50,000	75% of Combined DA/CC fee						N	Y
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

NON RESIDENTIAL (FEE DOES NOT INCLUDE INSPECTION FEE) [continued]

Commercial/Industrial buildings – Estimated value between \$50,001 to and \$250,000	75% of Combined DA/CC fee						N	Y
Commercial/Industrial buildings – Estimated value between \$250,001 to and \$500,000	75% of Combined DA/CC fee						N	Y
Commercial/Industrial buildings – Estimated value between \$500,001 to and \$1,000,000	75% of Combined DA/CC fee						N	Y

ASSESSMENT OF ALTERNATIVE SOLUTION

Non – Fire Safety (per application)	\$561.00	\$536.36	\$53.64	\$590.00	5.17%	\$29.00	N	Y
Fire Safety (per application) – Minor	\$1,590.00	\$1,518.18	\$151.82	\$1,670.00	5.03%	\$80.00	N	Y
Fire Safety (per application) – Major						Costs + 30%	N	Y

INSPECTIONS (INCLUDING FINAL OCCUPATION CERTIFICATES)

Building and Engineering Works Inspection Fee (Single)	\$132.00	\$126.36	\$12.64	\$139.00	5.30%	\$7.00	N	Y
Building Inspection Class 2 – 9 (Single)	\$222.50	\$212.73	\$21.27	\$234.00	5.17%	\$11.50	N	Y
New Dwelling Package (max. 6 Inspections)	\$584.00	\$558.18	\$55.82	\$614.00	5.14%	\$30.00	N	Y
Alterations and Additions including drainage package (max. 6 inspections)	\$665.00	\$635.45	\$63.55	\$699.00	5.11%	\$34.00	N	Y
Alterations and Additions NO Drainage package (max. 4 Inspections)	\$525.00	\$501.82	\$50.18	\$552.00	5.14%	\$27.00	N	Y
Class 10 – No Drainage	\$258.50	\$248.18	\$24.82	\$273.00	5.61%	\$14.50	N	Y
Class 10 Including Drainage	\$327.00	\$312.73	\$31.27	\$344.00	5.20%	\$17.00	N	Y
Re-Inspection	\$116.50	\$111.82	\$11.18	\$123.00	5.58%	\$6.50	N	Y
Commercial/Industrial (Less than 500m2) (max. 4 Inspections)	\$432.00	\$412.73	\$41.27	\$454.00	5.09%	\$22.00	N	Y
Commercial/Industrial (Greater than 500m2 but less than 1,000m2) (max. 7 Inspections)	\$701.00	\$670.00	\$67.00	\$737.00	5.14%	\$36.00	N	Y
Multi-Unit Residential Package (per unit)	\$432.00	\$412.73	\$41.27	\$454.00	5.09%	\$22.00	N	Y
Inspections of Roadworks at Critical Stages (package of up to 8 inspections)	\$701.00	\$670.00	\$67.00	\$737.00	5.14%	\$36.00	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

CERTIFICATES & NOTICES

Section 735A Certificate Application Fee - Outstanding Notices and Orders Certificate	\$80.00	\$100.00	\$0.00	\$100.00	25.00%	\$20.00	Y	N
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CONSTRUCTION CERTIFICATES

Swimming Pool	\$282.00	\$270.91	\$27.09	\$298.00	5.67%	\$16.00	N	Y
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RESIDENTIAL - NEW DWELLING, DWELLING ALTERATIONS & ADDITIONS

UP TO \$5,000

Base Fee - New Dwelling, Dwelling Alterations & Additions up to \$5,000	\$211.50	\$201.82	\$20.18	\$222.00	4.96%	\$10.50	N	Y
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FROM \$5,001 TO \$15,000

Base Fee - New Dwelling, Dwelling Alterations & Additions from \$5,001 to \$15,000	\$247.50	\$236.36	\$23.64	\$260.00	5.05%	\$12.50	N	Y
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FROM \$15,001 TO \$50,000

Base Fee - New Dwelling, Dwelling Alterations & Additions from \$15,001 to \$50,000	\$299.00	\$285.45	\$28.55	\$314.00	5.02%	\$15.00	N	Y
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FROM \$50,001 TO \$100,000

Base Fee - New Dwelling, Dwelling Alterations & Additions from \$50,001 to \$100,000	\$315.00	\$300.91	\$30.09	\$331.00	5.08%	\$16.00	N	Y
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FROM \$100,001 TO \$250,000

Base Fee - New Dwelling, Dwelling Alterations & Additions from \$100,001 to \$250,000	\$412.00	\$393.64	\$39.36	\$433.00	5.10%	\$21.00	N	Y
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FROM \$250,001 TO \$500,000

Base Fee - New Dwelling, Dwelling Alterations & Additions from \$250,001 to \$500,000	\$485.00	\$463.64	\$46.36	\$510.00	5.15%	\$25.00	N	Y
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

FROM \$500,000

Base Fee - New Dwelling, Dwelling Alterations & Additions from \$500,000	\$485.00	\$463.64	\$46.36	\$510.00	5.15%	\$25.00	N	Y
Plus per \$1,000 (or part of \$1,000) of estimated cost exceeding \$500,000	\$1.55	\$1.50	\$0.15	\$1.65	6.45%	\$0.10	N	Y

CARPORT, PATIO OR GARAGE

Carport, Patio or Garage < 75m ²	\$222.50	\$212.73	\$21.27	\$234.00	5.17%	\$11.50	N	Y
Carport, Patio or Garage > 75m ²	\$282.00	\$270.91	\$27.09	\$298.00	5.67%	\$16.00	N	Y

DUAL OCCUPANCY

Dual Occupancy – value up to \$500,000	\$232.00	\$221.82	\$22.18	\$244.00	5.17%	\$12.00	N	Y
Dual Occupancy – exceeding \$500,000	\$634.00	\$605.45	\$60.55	\$666.00	5.05%	\$32.00	N	Y

MULTI UNIT RESIDENTIAL

Multi Unit Residential (Up to six units)	\$900.00	\$859.09	\$85.91	\$945.00	5.00%	\$45.00	N	Y
Multi Unit Residential (Greater than six units)	\$900.00	\$859.09	\$85.91	\$945.00	5.00%	\$45.00	N	Y
Per Unit above six units	\$185.50	\$177.27	\$17.73	\$195.00	5.12%	\$9.50	N	Y

COMMERCIAL / INDUSTRIAL BUILDINGS**UP TO \$15,000**

Base Fee - Commercial / Industrial Buildings up to \$15,000	\$278.50	\$267.27	\$26.73	\$294.00	5.57%	\$15.50	N	Y
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FROM \$15,001 TO \$100,000

Base Fee - Commercial / Industrial Buildings from \$15,001 to \$100,000	\$351.00	\$335.45	\$33.55	\$369.00	5.13%	\$18.00	N	Y
Plus per \$1,000 (or part of \$1,000) of estimated cost exceeding \$15,000	\$3.90	\$3.73	\$0.37	\$4.10	5.13%	\$0.20	N	Y

FROM \$100,001 TO \$250,000

Base Fee - Commercial / Industrial Buildings from \$100,001 to \$250,000	\$454.00	\$433.64	\$43.36	\$477.00	5.07%	\$23.00	N	Y
Plus per \$1,000 (or part of \$1,000) of estimated cost exceeding \$100,000	\$2.60	\$2.55	\$0.25	\$2.80	7.69%	\$0.20	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

FROM \$250,000

Base Fee - Commercial / Industrial Buildings from \$250,000	\$850.00	\$811.82	\$81.18	\$893.00	5.06%	\$43.00	N	Y
Plus per \$1,000 (or part of \$1,000) of estimated cost exceeding \$250,000	\$1.55	\$1.50	\$0.15	\$1.65	6.45%	\$0.10	N	Y

ASSESSMENT OF CONSTRUCTION CERTIFICATE OUTSIDE COUNCIL'S ACCREDITATION LEVEL

Assessment outside Council's Accreditation Level	Costs + 30%						N	Y
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MODIFICATION OF CONSTRUCTION CERTIFICATES

Class 1 & 10	\$103.00	\$93.64	\$9.36	\$103.00	0.00%	\$0.00	Y	Y
Class 2 & 9	50% of the Original fee						Y	Y
Subdivision	\$77.00	\$70.00	\$7.00	\$77.00	0.00%	\$0.00	Y	Y
All Classes – correction of typographical error on submitted plans	\$21.00	\$19.09	\$1.91	\$21.00	0.00%	\$0.00	Y	Y

COPY OF SUBDIVISION CERTIFICATES

Re-Issue Copy of CC	\$60.00	\$57.73	\$5.77	\$63.50	5.83%	\$3.50	N	Y
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SEWER CONNECTION (TOWN SEWERAGE SYSTEM) - SECTION 68 LG ACT APPLICATION

Application fee – Dwelling/Domestic	\$149.00	\$157.00	\$0.00	\$157.00	5.37%	\$8.00	N	N
Application fee – Alteration to an existing approval	\$76.50	\$81.00	\$0.00	\$81.00	5.88%	\$4.50	N	N
Application fee – Industrial/Commercial	\$298.50	\$314.00	\$0.00	\$314.00	5.19%	\$15.50	N	N
Application fee – Alteration to existing approval	\$149.00	\$156.50	\$0.00	\$156.50	5.03%	\$7.50	N	N

BUILDING STATISTIC CHARGE

Building Statistics Charge - Per Annum	\$181.00	\$191.00	\$0.00	\$191.00	5.52%	\$10.00	N	N
Building Statistics Charge - Monthly	\$18.00	\$19.00	\$0.00	\$19.00	5.56%	\$1.00	N	N

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

COMMUNITY & CULTURAL SERVICES

CEMETERY

GENERAL CEMETERY FEES - NARROMINE, TOMINGLEY & TRANGIE MONUMENTAL

**Interment Services Levy - Interment services for children under 12, stillborn children, miscarriages and destitute people are excluded from paying this levy.*

Purchase Perpetual Interment Right (2.4m x .9m)	\$930.00	\$890.91	\$89.09	\$980.00	5.38%	\$50.00	N	Y
Interment Fee (Weekdays) – Monumental	\$1,025.00	\$981.82	\$98.18	\$1,080.00	5.37%	\$55.00	N	Y
Interment Fee – Reopening (Weekdays) – Monumental	\$1,200.00	\$1,154.55	\$115.45	\$1,270.00	5.83%	\$70.00	N	Y
Interment Fee (Weekends & Public Holidays) – Monumental	\$1,400.00	\$1,345.45	\$134.55	\$1,480.00	5.71%	\$80.00	N	Y
Interment Services Levy* - per Burial	\$0.00	\$156.00	\$15.60	\$171.60	∞	\$171.60	Y	Y
Interment Services Levy* - per Ash Interment	\$0.00	\$63.00	\$6.30	\$69.30	∞	\$69.30	Y	Y
Interment Fee Monumental – Reopening (Weekends & Public Holidays)	\$1,500.00	\$1,450.00	\$145.00	\$1,595.00	6.33%	\$95.00	N	Y
Interment of Ashes in grave or headstone (Weekdays) – Monumental	\$315.00	\$301.82	\$30.18	\$332.00	5.40%	\$17.00	N	Y
Interment of Ashes in grave or headstone (Weekends & Public Holidays)	\$745.00	\$711.82	\$71.18	\$783.00	5.10%	\$38.00	N	Y
Interment Fee – Stillborn & Children under 2 years (Buried in children's section – single interment (No charge for gravesite)	\$485.00	\$463.64	\$46.36	\$510.00	5.15%	\$25.00	N	Y
Interment Fee – Still born and Children under 2 years (Buried in new grave – single interment) – Monumental	\$485.00	\$463.64	\$46.36	\$510.00	5.15%	\$25.00	N	Y
Exhumation Fee (Weekdays) – Monumental	\$2,300.00	\$2,227.27	\$222.73	\$2,450.00	6.52%	\$150.00	N	Y
Exhumation Fee (Weekend and Public Holidays) – Monumental	\$2,800.00	\$2,727.27	\$272.73	\$3,000.00	7.14%	\$200.00	N	Y
Provision of Cross	\$175.00	\$167.27	\$16.73	\$184.00	5.14%	\$9.00	N	Y
Processing Fee - Unauthorised Headstone (Headstone installed without prior approval)	\$105.00	\$100.00	\$10.00	\$110.00	4.76%	\$5.00	N	Y
Permission to erect head/foot stones – Monumental Sections* NOTE: For Burials up to 1/7/2016. From 01/07/2016 fee included in Interment Fee	\$50.00	\$45.45	\$4.55	\$50.00	0.00%	\$0.00	N	Y

WALLS OF MEMORY

**Interment Services Levy - Interment services for children under 12, stillborn children, miscarriages and destitute people are excluded from paying this levy.*

Purchase Perpetual Interment Right - Niche – Narromine (Monumental Walls), Trangie & Tomingley	\$270.00	\$259.09	\$25.91	\$285.00	5.56%	\$15.00	N	Y
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

WALLS OF MEMORY [continued]

Purchase Perpetual Interment Right - Niche – Narromine (New Lawn Wall) Located in Lawn Section	\$270.00	\$259.09	\$25.91	\$285.00	5.56%	\$15.00	N	Y
Perpetual Interment Right - Bedrock Garden Niche (Narromine Cemetery)	\$365.00	\$385.00	\$0.00	\$385.00	5.48%	\$20.00	N	N
Bronze Plaque						Costs + 30%	N	Y
Purchase Vase for Niche Wall - Fitting Included						Costs + 30%	N	N
Interment of Ashes (Weekday)	\$245.00	\$234.55	\$23.45	\$258.00	5.31%	\$13.00	N	Y
Interment of Ashes (Weekend & Public Holidays)	\$620.00	\$591.82	\$59.18	\$651.00	5.00%	\$31.00	N	Y
Interment Services Levy* - per Ash Interment	\$0.00	\$63.00	\$6.30	\$69.30	∞	\$69.30	Y	Y
Transfer of ashes into suitable receptacle	\$10.00	\$9.09	\$0.91	\$10.00	0.00%	\$0.00	N	Y
Removal of ashes from Niche Wall (Council not responsible if plaque damaged during removal)	\$245.00	\$235.45	\$23.55	\$259.00	5.71%	\$14.00	N	Y

LAWN CEMETERY FEES - NARROMINE & TRANGIE

*Interment Services Levy - Interment services for children under 12, stillborn children, miscarriages and destitute people are excluded from paying this levy.

Purchase Perpetual Interment Right (2.4m x 1.2m) – (Includes Perpetual Maintenance)	\$1,530.00	\$1,472.73	\$147.27	\$1,620.00	5.88%	\$90.00	N	Y
Interment Fee (Weekdays) – Lawn	\$1,025.00	\$981.82	\$98.18	\$1,080.00	5.37%	\$55.00	N	Y
Interment Fee – Reopening (Weekdays) – Lawn	\$980.00	\$936.36	\$93.64	\$1,030.00	5.10%	\$50.00	N	Y
Interment Fee (Weekends & Public Holidays) – Lawn	\$1,365.00	\$1,313.64	\$131.36	\$1,445.00	5.86%	\$80.00	N	Y
Interment Services Levy* - per Burial	\$0.00	\$156.00	\$15.60	\$171.60	∞	\$171.60	Y	Y
Interment Services Levy* - per Ash Interment	\$0.00	\$63.00	\$6.30	\$69.30	∞	\$69.30	Y	Y
Interment Fee/Reopening (Weekends & Public Holidays) – Lawn	\$1,420.00	\$1,363.64	\$136.36	\$1,500.00	5.63%	\$80.00	N	Y
Interment of Ashes - Under concrete beam. (Weekdays) – Lawn	\$315.00	\$300.91	\$30.09	\$331.00	5.08%	\$16.00	N	Y
Interment of Ashes - Under concrete beam (Weekends & Public Holidays) – Lawn	\$745.00	\$711.82	\$71.18	\$783.00	5.10%	\$38.00	N	Y
Interment Fee – Stillborn & Children under 2 years (Weekdays - Buried under Lawn Concrete Beam + Grave site at full cost	\$485.00	\$463.64	\$46.36	\$510.00	5.15%	\$25.00	N	Y
Interment Fee – Stillborn & Children under 2 years (Weekdays - Buried in new grave – single interment) – Lawn	\$485.00	\$463.64	\$46.36	\$510.00	5.15%	\$25.00	N	Y
Exhumation Fee (Weekdays) – Lawn	\$2,300.00	\$2,227.27	\$222.73	\$2,450.00	6.52%	\$150.00	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

LAWN CEMETERY FEES - NARROMINE & TRANGIE [continued]

Exhumation Fee (Weekend and Public Holidays) – Lawn	\$2,800.00	\$2,727.27	\$272.73	\$3,000.00	7.14%	\$200.00	N	Y
Provision of Cross	\$175.00	\$167.27	\$16.73	\$184.00	5.14%	\$9.00	N	Y
Processing Fee - Unauthorised Headstone (Headstone installed without prior approval)	\$105.00	\$100.00	\$10.00	\$110.00	4.76%	\$5.00	N	Y
Permission to erect head/foot stones – Lawn Sections** NOTE: For Burials up to 1/7/2016. From 01/07/2016 fee included in Interment Fee.	\$50.00	\$50.00	\$0.00	\$50.00	0.00%	\$0.00	N	N

*NOTE: For Burials up to 1/7/2016. From 01/07/2016 fee included in Interment Fee.

COMMUNITY HALLS

TRANGIE MEMORIAL HALL (PER BOOKING)

Community Meetings						No Charge	N	N
Refundable Security Deposit	\$120.00	\$120.00	\$0.00	\$120.00	0.00%	\$0.00	N	N
Hire of the Memorial Hall – General use (Hirer to clean before and after event)	\$229.00	\$218.18	\$21.82	\$240.00	4.80%	\$11.00	N	Y
Hire of Memorial Hall – Special Charitable Occasions (Hirer to clean before and after the event)	\$78.00	\$74.55	\$7.45	\$82.00	5.13%	\$4.00	N	Y
Hire of Memorial Hall – School Concerts (Hirer to clean before and after the event)						No Charge	N	N
Hire of trestles (each)	\$13.80	\$13.27	\$1.33	\$14.60	5.80%	\$0.80	N	Y
Hire of chairs (each)	\$1.40	\$1.36	\$0.14	\$1.50	7.14%	\$0.10	N	Y

TOMINGLEY MEMORIAL HALL (PER BOOKING)

Community Meetings						No Charge	N	N
Casual Hire of Hall (per hour) – (Hirer to clean before and after event)	\$29.00	\$27.73	\$2.77	\$30.50	5.17%	\$1.50	N	Y
Hire of Hall per day (9am to 5 pm) – (Hirer to clean before and after event)	\$197.00	\$188.18	\$18.82	\$207.00	5.08%	\$10.00	N	Y
Hire of Hall for evening functions i.e. parties, social gatherings (Hirer to clean before and after event)	\$197.00	\$188.18	\$18.82	\$207.00	5.08%	\$10.00	N	Y
Refundable Security Deposit (all events except for evening functions)	\$128.00	\$128.00	\$0.00	\$128.00	0.00%	\$0.00	N	N
Refundable Security Deposit (evening functions)	\$253.00	\$253.00	\$0.00	\$253.00	0.00%	\$0.00	N	N

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

MACQUARIE REGIONAL LIBRARY

INTER LIBRARY LOANS

Inter Library Loan – per item	\$9.00	\$9.09	\$0.91	\$10.00	11.11%	\$1.00	Y	Y
Possible additional fee from other Libraries	\$30.20	\$31.81	\$3.18	\$35.00	15.89%	\$4.80	Y	Y

OVERDUE FEES

Overdue Fees - Item per week	\$1.10	\$1.10	\$0.00	\$1.10	0.00%	\$0.00	Y	N
Variations and exemptions apply to overdue items placed under the following member categories; Hospital/Retirement Homes; Inter Library Loans; Home Library Borrower; Branch Libraries/Sections; Home Library Borrower with Family.								
Overdue Fees - Amnesty	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	Y	N

RESERVATION FEE

Reservation Fee – per item	\$1.80	\$1.80	\$0.00	\$1.80	0.00%	\$0.00	Y	N
Variations and exemptions apply to reservations placed under the following member categories: Hospital/Retirement Homes; Book Club; Inter Library Loans; Home Library Borrower; Honorary Members; Branch Libraries/Sections; Home Library Borrower with Family.								

EQUIPMENT USAGE

Scanner - per hour*	\$7.00	\$4.55	\$0.45	\$5.00	-28.57%	-\$2.00	Y	Y
Scanner - 15 minutes*	\$1.75	\$1.14	\$0.11	\$1.25	-28.57%	-\$0.50	Y	Y

PHOTOCOPYING & PRINTOUTS

Black & White – per A4 sheet	\$0.30	\$0.27	\$0.03	\$0.30	0.00%	\$0.00	Y	Y
Black & White – per A3 sheet	\$0.60	\$0.55	\$0.05	\$0.60	0.00%	\$0.00	Y	Y
Colour Copy per A4 sheet	\$1.10	\$1.09	\$0.11	\$1.20	9.09%	\$0.10	Y	Y
Colour Copy per A3 sheet	\$2.20	\$2.18	\$0.22	\$2.40	9.09%	\$0.20	Y	Y

LAMINATING

A4 - per page	\$1.80	\$1.82	\$0.18	\$2.00	11.11%	\$0.20	Y	Y
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

LAMINATING [continued]

A3 - per page	\$3.60	\$3.64	\$0.36	\$4.00	11.11%	\$0.40	Y	Y
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FAX SERVICES

*The fax service charges are based on the current Australia Post *Fax Post Service Charges*

Fax, outgoing (Aust), first page*	\$5.50	\$5.45	\$0.55	\$6.00	9.09%	\$0.50	Y	Y
Fax, outgoing (Aust), additional pages*	\$1.40	\$1.41	\$0.14	\$1.55	10.71%	\$0.15	Y	Y
Fax, outgoing (O/S), first page*	\$11.00	\$10.91	\$1.09	\$12.00	9.09%	\$1.00	Y	Y
Fax, outgoing (O/S), additional pages*	\$2.80	\$2.73	\$0.27	\$3.00	7.14%	\$0.20	Y	Y
Fax, incoming (all), first page*	\$5.60	\$5.45	\$0.55	\$6.00	7.14%	\$0.40	Y	Y
Fax, incoming (all), additional pages*	\$1.40	\$1.36	\$0.14	\$1.50	7.14%	\$0.10	Y	Y

INFORMATION RESEARCH

Commercial - per hour	\$82.00	\$82.00	\$8.20	\$90.20	10.00%	\$8.20	Y	Y
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DIGITAL IMAGE SERVICE

TIFF/JPG 300 dpi image on CD (Private Use) – Cost includes CD/USB	\$17.00	\$17.27	\$1.73	\$19.00	11.76%	\$2.00	Y	Y
TIFF/JPG 300 dpi image on CD (Commercial Use) – Cost includes CD/USB	\$57.00	\$36.36	\$3.64	\$40.00	-29.82%	-\$17.00	Y	Y
Postage & handling (if required)	\$11.90	\$11.82	\$1.18	\$13.00	9.24%	\$1.10	Y	Y

ITEM REPLACEMENT

Item Replacement						At Cost	N	N
Item Replacement - Processing charge - per item	\$11.00	\$10.00	\$0.00	\$10.00	-9.09%	-\$1.00	Y	N

MERCHANDISING

Miscellaneous Items						At market price	N	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

LIBRARY MISCELLANEOUS

Library Bags – Nylon with the Macquarie Regional Library Logo	\$6.00	\$3.64	\$0.36	\$4.00	-33.33%	-\$2.00	Y	Y
Earphones - per set	\$4.00	\$3.64	\$0.36	\$4.00	0.00%	\$0.00	Y	Y
per USB Thumb Drives (16GB)	\$12.00	\$10.91	\$1.09	\$12.00	0.00%	\$0.00	Y	Y

WORKSHOPS

Workshops and Events- Adult - per participant (external service provider)	\$11.00	\$10.91	\$1.09	\$12.00	9.09%	\$1.00	N	Y
Workshops and Events - Children/youth under 16 - per participant (external service provider)	\$6.00	\$6.00	\$0.00	\$6.00	0.00%	\$0.00	N	N

INFRASTRUCTURE SERVICES

ROAD RELATED APPLICATIONS

SECTION 138 OF THE ROADS ACT, 1993

Working within Road Reserve under Section 138 of the Roads Act, 1993 such as (irrigation crossings, driveways, signs, pipelines, etc)	\$303.00	\$319.00	\$0.00	\$319.00	5.28%	\$16.00	N	N
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ROAD SIGNS

Information & Directional Signage - Signs & sign installation					Costs + 30%		N	N
New Subdivision Road Name Sign					Costs + 30%		N	Y
Property Sign					Costs + 30%		N	Y

ROAD OPENINGS - REFUNDABLE BONDS (REFUNDED ON SATISFACTORY COMPLETION OF THE WORK) NOTE: GST PAYABLE IF NOT REFUNDED

Natural (per cubic metre of road disturbed) – case by case, based on Council estimates to reinstate					Costs + 30%		N	Y
Gravel (per cubic metre of road disturbed) – case by case, based on Council estimates to reinstate					Costs + 30%		N	Y
Bitumen (per cubic metre of road disturbed) – case by case, based on Council estimates to reinstate					Costs + 30%		N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

ROAD CLOSURE APPLICATIONS

Permanent	\$1,445.00	\$1,520.00	\$0.00	\$1,520.00	5.19%	\$75.00	N	N
Temporary	\$303.00	\$319.00	\$0.00	\$319.00	5.28%	\$16.00	N	N
Advertising						Costs + 30%	N	N
Survey						Costs + 30%	N	N
Traffic Facilities for Commercial Purposes Applications						Costs + 30%	N	Y

GUTTER CROSSING LAYBACK

Standard Crossing @ 3.0m width						Costs + 30%	N	Y
Extension of standard width per meter – Standard Crossing						Costs + 30%	N	Y
Medium Duty Crossing @ 3.5m width						Costs + 30%	N	Y
Extension of standard width per meter – Medium Duty Crossing						Costs + 30%	N	Y
Heavy Duty Crossing @ 4.0m width						Costs + 30%	N	Y
Extension of standard width per meter – Heavy Duty Crossing						Costs + 30%	N	Y
Supervision Fee where Approved Contractor performs work per inspection						Costs + 30%	N	Y
Removal Costs will be carried out on a Cost Recovery Basis						Costs + 30%	N	Y
Road Pavements						Costs + 30%	N	Y

WASTE FACILITY

Click and Collect – Waste Disposal (Narromine & Trangie)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	N	N
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WASTE MANAGEMENT - DOMESTIC (ANNUAL CHARGE)

Occupied – Per approved receptacle in the garbage collection area (Residential) – Weekly Collection - Kerbside	\$429.00	\$451.00	\$0.00	\$451.00	5.13%	\$22.00	N	N
Unoccupied Waste Service Charge (Residential) – Vacant Land	\$99.00	\$106.00	\$0.00	\$106.00	7.07%	\$7.00	N	N

RECYCLING - DOMESTIC (ANNUAL CHARGE)

Recycling Service Charge (Residential) – Fortnightly Collection - Kerbside	\$115.00	\$123.00	\$0.00	\$123.00	6.96%	\$8.00	N	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

FOOD & ORGANICS COLLECTION - DOMESTIC (FOGO) - (ANNUAL CHARGE)

Food & Organics Service Charge - Residential Properties - Weekly Collection - Kerbside	\$92.00	\$97.00	\$0.00	\$97.00	5.43%	\$5.00	N	N
1. Eligible Pensioners will receive a \$50.00 (\$12.50 per quarter) Council subsidy								

FOOD & ORGANICS COLLECTION - NON RATEABLE PROPERTIES* (FOGO) (ANNUAL CHARGE)

Food & Organics Service Charge - Non Rateable Properties - Optional Weekly Collection - Kerbside	\$92.00	\$97.00	\$0.00	\$97.00	5.43%	\$5.00	N	N
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WASTE MANAGEMENT - COMMERCIAL (ANNUAL CHARGE)

Per approved receptacle in the garbage collection area (Commercial) – Weekly Collection - Kerbside	\$434.00	\$456.00	\$0.00	\$456.00	5.07%	\$22.00	N	N
Unoccupied Waste Service Charge – Vacant Land (Commercial)	\$99.00	\$106.00	\$0.00	\$106.00	7.07%	\$7.00	N	N

RECYCLING - COMMERCIAL (ANNUAL CHARGE)

Recycling Service Charge (Commercial) – Fortnightly Collection - Kerbside	\$115.00	\$123.00	\$0.00	\$123.00	6.96%	\$8.00	N	N
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FOOD & ORGANICS COLLECTION - OTHER* (FOGO)

* Optional weekly collection service available by request for Commercial properties.

Food & Organics Service Charge - Other (Commercial Properties) - Optional Service	\$177.00	\$186.00	\$0.00	\$186.00	5.08%	\$9.00	N	N
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WASTE DEPOT CHARGE (ANNUAL CHARGE)

All Rural Land	\$99.00	\$106.00	\$0.00	\$106.00	7.07%	\$7.00	N	N
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INTEREST RATE - WASTE, RECYCLING & FOGO

Interest on Outstanding Waste, Recycling & FOGO Services	10.5% per annum						Y	N
	Last year fee 9.0% per annum							

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

CLICK & COLLECT - WASTE DISPOSAL

Click & Collect - Narromine & Trangie (Skip Bins)	\$0.00	\$164.55	\$16.45	\$181.00	∞	\$181.00	N	Y
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GARBAGE DEPOT TIPPING FEES - DOMESTIC & COMMERCIAL WASTE

Car/Station Wagon/Wheelie Bin – SORTED	\$7.50	\$7.27	\$0.73	\$8.00	6.67%	\$0.50	N	Y
Car/Station Wagon/Wheelie Bin – UNSORTED	\$21.00	\$20.45	\$2.05	\$22.50	7.14%	\$1.50	N	Y
Utes/Vans/Trailers – SORTED	\$21.00	\$20.45	\$2.05	\$22.50	7.14%	\$1.50	N	Y
Utes/Vans Trailers – UNSORTED	\$38.50	\$36.82	\$3.68	\$40.50	5.19%	\$2.00	N	Y
Light Truck (2-3 tonne) – full load – SORTED	\$61.50	\$59.09	\$5.91	\$65.00	5.69%	\$3.50	N	Y
Light Truck (2-3 tonne) – full load – UNSORTED	\$125.00	\$119.55	\$11.95	\$131.50	5.20%	\$6.50	N	Y
Light Truck (2-3 tonne) – part load – SORTED	\$32.00	\$30.91	\$3.09	\$34.00	6.25%	\$2.00	N	Y
Light Truck (2-3 tonne) – part load – UNSORTED	\$61.50	\$59.09	\$5.91	\$65.00	5.69%	\$3.50	N	Y
Small Truck (4-5 tonne) – full load – SORTED	\$181.00	\$173.18	\$17.32	\$190.50	5.25%	\$9.50	N	Y
Small Truck (4-5 tonne) – full load – UNSORTED	\$372.00	\$355.45	\$35.55	\$391.00	5.11%	\$19.00	N	Y
Small Truck (4-5 tonne) – part load – SORTED	\$92.50	\$88.64	\$8.86	\$97.50	5.41%	\$5.00	N	Y
Small Truck (4-5 tonne) – part load – UNSORTED	\$181.00	\$173.18	\$17.32	\$190.50	5.25%	\$9.50	N	Y
Medium Truck (8-9 tonne) – full load – SORTED	\$408.00	\$390.00	\$39.00	\$429.00	5.15%	\$21.00	N	Y
Medium Truck (8-9 tonne) – full load – UNSORTED	\$815.00	\$778.18	\$77.82	\$856.00	5.03%	\$41.00	N	Y
Medium Truck (8-9 tonne) – part load – SORTED	\$194.00	\$185.45	\$18.55	\$204.00	5.15%	\$10.00	N	Y
Medium Truck (8-9 tonne) – part load – UNSORTED	\$397.00	\$379.09	\$37.91	\$417.00	5.04%	\$20.00	N	Y
Standard Dog Trailer (12 tonne) – full load – SORTED	\$581.00	\$555.45	\$55.55	\$611.00	5.16%	\$30.00	N	Y
Standard Dog Trailer (12 tonne) – full load – UNSORTED	\$1,170.00	\$1,118.18	\$111.82	\$1,230.00	5.13%	\$60.00	N	Y
Standard Dog Trailer (12 tonne) – part load – SORTED	\$284.50	\$271.82	\$27.18	\$299.00	5.10%	\$14.50	N	Y
Standard Dog Trailer (12 tonne) – part load – UNSORTED	\$581.00	\$555.45	\$55.55	\$611.00	5.16%	\$30.00	N	Y
Super Dog Trailer (18 tonne) – full load – SORTED	\$815.00	\$778.18	\$77.82	\$856.00	5.03%	\$41.00	N	Y
Super Dog Trailer (18 tonne) – full load – UNSORTED	\$1,660.00	\$1,586.36	\$158.64	\$1,745.00	5.12%	\$85.00	N	Y
Super Dog Trailer (18 tonne) – part load – SORTED	\$408.00	\$390.00	\$39.00	\$429.00	5.15%	\$21.00	N	Y
Super Dog Trailer (18 tonne) – part load – UNSORTED	\$815.00	\$778.18	\$77.82	\$856.00	5.03%	\$41.00	N	Y
Semi Trailer (25 tonne) – full load – SORTED	\$950.00	\$907.27	\$90.73	\$998.00	5.05%	\$48.00	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

GARBAGE DEPOT TIPPING FEES - DOMESTIC & COMMERCIAL WASTE [continued]

Semi Trailer (25 tonne) – full load – UNSORTED	\$1,905.00	\$1,822.73	\$182.27	\$2,005.00	5.25%	\$100.00	N	Y
Semi Trailer (25 tonne) – part load – SORTED	\$477.00	\$455.45	\$45.55	\$501.00	5.03%	\$24.00	N	Y
Semi Trailer (25 tonne) – part load – UNSORTED	\$950.00	\$907.27	\$90.73	\$998.00	5.05%	\$48.00	N	Y
Compacted Waste Vehicle – per tonne	\$82.50	\$79.09	\$7.91	\$87.00	5.45%	\$4.50	N	Y

GARBAGE DEPOT TIPPING FEES - OTHER

Skip bins - from outside LGA - per cubic meter	\$34.00	\$32.73	\$3.27	\$36.00	5.88%	\$2.00	N	Y
Skip bins – per cubic metre	\$27.00	\$26.36	\$2.64	\$29.00	7.41%	\$2.00	N	Y
Soil – Clean virgin or mixed soil – Soil with <10% Contamination					50% of full fee per vehicle type		N	Y
Concrete - No reinforced steel - per tonne	\$0.00	\$37.27	\$3.73	\$41.00	∞	\$41.00	N	Y
Concrete - Includes re-inforced steel - per tonne	\$0.00	\$73.64	\$7.36	\$81.00	∞	\$81.00	N	Y
Solar Panels - per panel	\$0.00	\$10.00	\$1.00	\$11.00	∞	\$11.00	N	Y
Contaminated/Clinical Wastes (NO SHARPS) – per tonne (Minimum charge one tonne)	\$462.00	\$441.82	\$44.18	\$486.00	5.19%	\$24.00	N	Y
Miscellaneous wastes which require special handling and disposal – per machine hour	\$302.00	\$289.09	\$28.91	\$318.00	5.30%	\$16.00	N	Y

DEAD ANIMAL DISPOSAL

Disposal of large dead animals (Cattle/Horses) – each	\$21.50	\$20.91	\$2.09	\$23.00	6.98%	\$1.50	N	Y
Disposal of small dead animals (Sheep/Calves) – each	\$12.80	\$12.36	\$1.24	\$13.60	6.25%	\$0.80	N	Y
Disposal of small domestic animals (Cats/Dogs) – each	\$10.80	\$10.36	\$1.04	\$11.40	5.56%	\$0.60	N	Y
Disposal of dead animals – After Hours					Costs + 30%		N	Y
Bulk Disposal of non-domestic dead animals – per tonne	\$270.50	\$258.64	\$25.86	\$284.50	5.18%	\$14.00	N	Y

TYRE DISPOSAL

Small tyre (wheel barrow, ride on lawn mower, aircraft and the like)	\$8.70	\$8.36	\$0.84	\$9.20	5.75%	\$0.50	N	Y
Motorbike	\$8.70	\$8.36	\$0.84	\$9.20	5.75%	\$0.50	N	Y
Car	\$11.20	\$10.73	\$1.07	\$11.80	5.36%	\$0.60	N	Y
Light Truck, RV 4 x 4	\$14.40	\$13.82	\$1.38	\$15.20	5.56%	\$0.80	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

TYRE DISPOSAL [continued]

Light Truck, 8.25 x 15/16	\$14.40	\$13.82	\$1.38	\$15.20	5.56%	\$0.80	N	Y
Truck	\$24.50	\$23.64	\$2.36	\$26.00	6.12%	\$1.50	N	Y
Truck 1200/20	\$30.00	\$28.64	\$2.86	\$31.50	5.00%	\$1.50	N	Y
Tractor Small to 1.5m	\$58.00	\$55.45	\$5.55	\$61.00	5.17%	\$3.00	N	Y
Tractor Medium over 1.5m	\$73.50	\$70.45	\$7.05	\$77.50	5.44%	\$4.00	N	Y
Tractor Large 24.5/32	\$144.50	\$138.18	\$13.82	\$152.00	5.19%	\$7.50	N	Y
Tractor Large 30.5/32	\$144.50	\$138.18	\$13.82	\$152.00	5.19%	\$7.50	N	Y
Grader 1300/24	\$87.50	\$83.64	\$8.36	\$92.00	5.14%	\$4.50	N	Y
Grader 1400/24	\$87.50	\$83.64	\$8.36	\$92.00	5.14%	\$4.50	N	Y
Earthmoving – Tyre 15.5/25	\$113.00	\$108.18	\$10.82	\$119.00	5.31%	\$6.00	N	Y
Earthmoving – Tyre 17.5/25	\$144.50	\$138.18	\$13.82	\$152.00	5.19%	\$7.50	N	Y
Earthmoving – Tyre 20.5/25	\$175.50	\$167.73	\$16.77	\$184.50	5.13%	\$9.00	N	Y
Earthmoving – Tyre 23.5/25	\$206.00	\$196.82	\$19.68	\$216.50	5.10%	\$10.50	N	Y
Earthmoving – Tyre 25.5/25	\$238.50	\$227.73	\$22.77	\$250.50	5.03%	\$12.00	N	Y
Earthmoving – Tyre 26.5/25	\$283.50	\$270.91	\$27.09	\$298.00	5.11%	\$14.50	N	Y

ASBESTOS

Asbestos (must be wrapped and sealed in plastic) - from outside LGA - per tonne (minimum charge 1 tonne)	\$781.00	\$746.36	\$74.64	\$821.00	5.12%	\$40.00	N	Y
Asbestos (wrapped and sealed in plastic) – under 10m2	\$63.00	\$60.45	\$6.05	\$66.50	5.56%	\$3.50	N	Y
Asbestos (must be wrapped and sealed in plastic) from inside LGA - Over 10m2 – charge per tonne (minimum charge – 1 tonne)	\$471.00	\$450.00	\$45.00	\$495.00	5.10%	\$24.00	N	Y

MATTRESSES

Mattress, Lounges - all sizes (per item)	\$24.50	\$23.64	\$2.36	\$26.00	6.12%	\$1.50	N	Y
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RECYCLABLES - DOMESTIC

*NOTE: Part load is considered to be 50% or less

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

RECYCLABLES - DOMESTIC [continued]

Ferrous & non-ferrous scrap metal including car bodies and whitegoods certified free of CFC refrigerants					No Charge		N	N
Plastic and steel farm chemical drums that are correctly cleaned to "triple rinse" standard and delivered Monday to Friday					No Charge		N	N
Car batteries					No Charge		N	N
Domestic quantities of waste motor oil (Delivered separately)					No Charge		N	N
Domestic quantities Recycling (Paper, Cardboard, Glass, Plastic, Steel and Aluminium)					No Charge		N	N

RECYCLABLES - COMMERCIAL

Commercial waste - recycling (Paper, Cardboard, Glass, Plastic, Steel and Aluminium) - cost per cubic meter or part thereof	\$27.00	\$25.91	\$2.59	\$28.50	5.56%	\$1.50	N	Y
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GREEN WASTE

Car/Station Wagon/Wheelie Bin/Ute/Van/Trailer/Light Truck (2-3 Tonne)	\$12.60	\$12.18	\$1.22	\$13.40	6.35%	\$0.80	N	Y
Small Truck (4-5 tonne) – full load	\$35.50	\$34.09	\$3.41	\$37.50	5.63%	\$2.00	N	Y
Small Truck (4-5 Tonne) – part load *	\$18.00	\$17.27	\$1.73	\$19.00	5.56%	\$1.00	N	Y
Medium Truck (8-9 Tonne) – full load	\$103.00	\$98.64	\$9.86	\$108.50	5.34%	\$5.50	N	Y
Medium Truck (8-9 Tonne) – part load *	\$56.50	\$51.36	\$5.14	\$56.50	0.00%	\$0.00	N	Y
Standard Dog Trailer (12 Tonne) – full load	\$211.50	\$202.27	\$20.23	\$222.50	5.20%	\$11.00	N	Y
Standard Dog Trailer (12 Tonne) – part load *	\$106.00	\$101.36	\$10.14	\$111.50	5.19%	\$5.50	N	Y
Super Dog Trailer (18 Tonne) – full load	\$440.00	\$420.00	\$42.00	\$462.00	5.00%	\$22.00	N	Y
Super Dog Trailer (18 Tonne) – part load *	\$222.50	\$212.73	\$21.27	\$234.00	5.17%	\$11.50	N	Y
Semi Trailer (25 Tonne) – full load	\$509.00	\$486.36	\$48.64	\$535.00	5.11%	\$26.00	N	Y
Semi Trailer (25 Tonne) – part load *	\$244.50	\$233.64	\$23.36	\$257.00	5.11%	\$12.50	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

COUNCIL PLANT - EXTERNAL RATE

NOTE:

1. All motorized machinery/plant are inclusive of 1 operator only, if additional operators or labourers are required this will be an additional charge.
2. Establishment and removal costs will be based on above rates if plant has to be relocated to undertake works.
3. Minimum charge to be for one hour
4. Materials at cost + 30% (handling and administration) + 10% GST

Grader Hire – per hour	\$320.00	\$305.45	\$30.55	\$336.00	5.00%	\$16.00	N	Y
Slashing per hour – Minimum 1 hour charge	\$134.00	\$128.18	\$12.82	\$141.00	5.22%	\$7.00	N	Y
Roller Hire – Self Propelled Rubber Tyred per hour	\$183.00	\$175.00	\$17.50	\$192.50	5.19%	\$9.50	N	Y
Roller Hire – Self Propelled Vibrating Drum per hour	\$200.00	\$190.91	\$19.09	\$210.00	5.00%	\$10.00	N	Y
Loader Hire – per hour	\$246.00	\$235.00	\$23.50	\$258.50	5.08%	\$12.50	N	Y
Backhoe Hire – per hour	\$200.00	\$190.91	\$19.09	\$210.00	5.00%	\$10.00	N	Y
Crane Hire – 5 Tonne Slewing per hour + labour as required	\$352.00	\$336.36	\$33.64	\$370.00	5.11%	\$18.00	N	Y
Low Loader Hire – 20 Tonne per hour	\$246.00	\$235.00	\$23.50	\$258.50	5.08%	\$12.50	N	Y
Jet Patcher Hire – per hour	\$283.50	\$270.91	\$27.09	\$298.00	5.11%	\$14.50	N	Y
Portable Traffic Light Hire – Short Term Hourly Rate (Rate excludes operator & fuel)	\$24.50	\$23.64	\$2.36	\$26.00	6.12%	\$1.50	N	Y
Portable Traffic Light Hire – Short Term Daily Rate (Rate excludes operator & fuel)	\$177.50	\$169.55	\$16.95	\$186.50	5.07%	\$9.00	N	Y
Portable Traffic Light Hire – Long Term Hourly Rate (Rate excludes operator & fuel)	\$24.50	\$23.64	\$2.36	\$26.00	6.12%	\$1.50	N	Y
Portable Traffic Light Hire – Long Term Daily Rate (Rate excludes operator & fuel)	\$177.50	\$169.55	\$16.95	\$186.50	5.07%	\$9.00	N	Y
Street Sweeper Hire – per hour	\$267.00	\$255.00	\$25.50	\$280.50	5.06%	\$13.50	N	Y
Truck Hire – 2-4 Tonne per hour	\$118.50	\$113.18	\$11.32	\$124.50	5.06%	\$6.00	N	Y
Truck Hire – 5-7 Tonne per hour	\$164.00	\$156.82	\$15.68	\$172.50	5.18%	\$8.50	N	Y
Truck Hire – 12 Tonne per hour	\$209.50	\$200.00	\$20.00	\$220.00	5.01%	\$10.50	N	Y
Truck Hire – 12 Tonne with Dog Trailer per hour	\$250.50	\$239.55	\$23.95	\$263.50	5.19%	\$13.00	N	Y
Water Truck Hire – per hour	\$134.00	\$128.18	\$12.82	\$141.00	5.22%	\$7.00	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

COUNCIL PLANT - EXTERNAL RATE [continued]

Semi Tipper Hire – per hour	\$257.00	\$245.45	\$24.55	\$270.00	5.06%	\$13.00	N	Y
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ROADWORK SIGNS (SUPPLY ONLY)

Security Deposit (Refundable)	\$130.00	\$130.00	\$0.00	\$130.00	0.00%	\$0.00	N	N
Cost per day	\$8.50	\$8.18	\$0.82	\$9.00	5.88%	\$0.50	N	Y

GRIDS (STOCK ROUTE OVER ROAD)

Grids Application	\$325.00	\$310.91	\$31.09	\$342.00	5.23%	\$17.00	N	Y
Grids Annual Inspection	\$297.00	\$283.64	\$28.36	\$312.00	5.05%	\$15.00	N	Y

ACCESS PERMIT FOR OVER SIZE MASS VEHICLES

Class 1 or 3 Access Permit Application	\$87.50	\$92.00	\$0.00	\$92.00	5.14%	\$4.50	N	N
Class 2 Access Permit Application	\$87.50	\$92.00	\$0.00	\$92.00	5.14%	\$4.50	N	N

LABOUR (LABOURER ONLY)

Labour Per hour (Minimum charge 1 hour then 30 minute intervals)	\$95.00	\$90.91	\$9.09	\$100.00	5.26%	\$5.00	N	Y
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SUPERVISION OF WORKS

Where Engineering Staff are involved per hour	\$175.00	\$167.27	\$16.73	\$184.00	5.14%	\$9.00	N	Y
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SURCHARGE FOR OVERTIME WORK ON HOURLY RATES (LABOURER ONLY)

NOTE: Minimum charge to be for one hour

First 2 hours (per hour)	\$49.00	\$48.18	\$4.82	\$53.00	8.16%	\$4.00	N	Y
After 2 hours (per hour)	\$94.00	\$90.00	\$9.00	\$99.00	5.32%	\$5.00	N	Y

ENGINEERING INSPECTION

Engineering Inspection - Charge per hour	\$136.00	\$130.00	\$13.00	\$143.00	5.15%	\$7.00	N	Y
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

ENGINEERING PACKAGE INSPECTIONS

Engineering Package Inspections – Roads (Incl: Induction, Grade, Sub-base, Base & Seal)	\$878.00	\$838.18	\$83.82	\$922.00	5.01%	\$44.00	N	Y
Engineering Package Inspections – Water (Inspect new water main infrastructure for compliance with WSAA standards)	\$628.00	\$600.00	\$60.00	\$660.00	5.10%	\$32.00	N	Y
Engineering Package Inspections – Sewer (Inspect new sewer main infrastructure for compliance with WSAA standards)	\$628.00	\$600.00	\$60.00	\$660.00	5.10%	\$32.00	N	Y

AERODROME

HANGARAGE FOR INDIVIDUAL AIRCRAFT & GLIDERS

Daily Rate – per night	\$17.40	\$16.73	\$1.67	\$18.40	5.75%	\$1.00	N	Y
Weekly Rate	\$84.50	\$80.91	\$8.09	\$89.00	5.33%	\$4.50	N	Y
Monthly Rate	\$251.00	\$240.00	\$24.00	\$264.00	5.18%	\$13.00	N	Y
Glider Trailers – per week*	\$17.40	\$16.73	\$1.67	\$18.40	5.75%	\$1.00	N	Y
*NOTE: Where space permits, glider trailers can be hangared at the above rate per week for short periods of up to two months								
Long term (Storage) casual rate (minimum 12 month periods) – rate per month	\$151.00	\$144.55	\$14.45	\$159.00	5.30%	\$8.00	N	Y

PARKING ON AERODROME GROUNDS - FOR TRAILERS NOT ENCOMPASSED WITH HANGAR FEES

For Trailers not encompassed with Hangar Fees	No Charge	N	N
Continuation of hangarage for trailers after this period would be subject to space being available. Priority for hangarage will always be given to aircraft and gliders.			

STORAGE CONTAINERS ON AIR AND PUBLIC SIDE OF COMPLEX

Weekly Rate	\$25.00	\$24.09	\$2.41	\$26.50	6.00%	\$1.50	N	Y
Annual Charge	\$1,165.00	\$1,113.64	\$111.36	\$1,225.00	5.15%	\$60.00	N	Y

WATER SUPPLIES

WATER CONNECTION FEES - ALL AREAS

20mm service	\$1,215.00	\$1,280.00	\$0.00	\$1,280.00	5.35%	\$65.00	N	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

WATER CONNECTION FEES - ALL AREAS [continued]

25mm service	\$1,510.00	\$1,590.00	\$0.00	\$1,590.00	5.30%	\$80.00	N	N
32mm* service	\$2,025.00	\$2,130.00	\$0.00	\$2,130.00	5.19%	\$105.00	N	N
40mm* service	\$2,400.00	\$2,520.00	\$0.00	\$2,520.00	5.00%	\$120.00	N	N

*Greater than 25mm - Pre-approval must gained prior to connection

UPGRADE OR RELOCATE EXISTING SERVICES - ALL AREAS

All meter sizes	At cost + 30%						N	N
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COUNCIL STANDPIPES - (AVDATA SYSTEM)

Potable Water - per kilolitre	\$3.65	\$4.20	\$0.00	\$4.20	15.07%	\$0.55	N	N
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NARROMINE TRUCK WASH - LOCATION - WASTE MANAGEMENT FACILITY (AVDATA SYSTEM)

Per Minute Charge	\$1.05	\$1.09	\$0.11	\$1.20	14.29%	\$0.15	N	Y
Minimum Charge	\$5.00	\$5.27	\$0.53	\$5.80	16.00%	\$0.80	N	Y

TRANGIE TRUCK WASH - LOCATION - SEWER TREATMENT PLANT (AVDATA SYSTEM)

Per Minute Charge	\$1.05	\$1.09	\$0.11	\$1.20	14.29%	\$0.15	N	Y
Minimum Charge	\$5.00	\$5.27	\$0.53	\$5.80	16.00%	\$0.80	N	Y

WATER METER EXTERNAL TEST FEES

NOTE: Fee to cover the cost of testing water meter at the request of the consumer. New Commonwealth Regulations state that only registered laboratories are able to undertake testing of water meters. (Charges will be reimbursed if meter found to be more than 4% in error)

*Refundable if proven faulty

All meter sizes	At cost + 30%						N	N
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WATER METER REPLACEMENT FEE

All meter sizes	Costs + 30%						N	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

RELOCATE EXISTING WATER METER CONNECTION

All meter sizes	Costs + 30%						N	N
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WATER ACCESS CHARGES

20mm service	\$294.00	\$339.00	\$0.00	\$339.00	15.31%	\$45.00	N	N
25mm service	\$456.00	\$525.00	\$0.00	\$525.00	15.13%	\$69.00	N	N
32mm service	\$745.00	\$857.00	\$0.00	\$857.00	15.03%	\$112.00	N	N
40mm service	\$1,160.00	\$1,335.00	\$0.00	\$1,335.00	15.09%	\$175.00	N	N
50mm service	\$1,795.00	\$2,065.00	\$0.00	\$2,065.00	15.04%	\$270.00	N	N
100mm service	\$7,205.00	\$8,290.00	\$0.00	\$8,290.00	15.06%	\$1,085.00	N	N
Access Charge for Bulk Users (Community Groups/Organisations only – approved on a case by case basis)	75% of the Access Charge						N	N

DRINKING WATER CONSUMPTION CHARGES

Non-Residential Consumption Charges (per kilolitre)	\$2.50	\$2.90	\$0.00	\$2.90	16.00%	\$0.40	N	N
Residential (per Kilolitre)	\$2.35	\$2.70	\$0.00	\$2.70	14.89%	\$0.35	N	N
Bulk Water Supply - per Megalitre	\$590.00	\$679.00	\$0.00	\$679.00	15.08%	\$89.00	N	N

WATER METER READING FEE

Water Meter Reading Certificate	\$51.00	\$54.00	\$0.00	\$54.00	5.88%	\$3.00	N	N
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INTEREST RATE - WATER SERVICES

Interest on Outstanding Water Charges	10.5% per annum						Y	N
	Last year fee 9.0% per annum							

WATER HEADWORKS DEVELOPER CHARGES

Levied per additional Lot / Equivalent Tenement upon Subdivision

Developer Charge (per ET) - Water Service Area	\$3,000.00	\$3,150.00	\$0.00	\$3,150.00	5.00%	\$150.00	N	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

BACKFLOW PREVENTION DEVICES

Initial and Registration of backflow prevention devices	\$93.00	\$98.00	\$0.00	\$98.00	5.38%	\$5.00	N	N
Installation of backflow prevention devices where appropriate, if a property owner refuses to install the device	Costs + 30%						N	N
	Last year fee Device cost plus labour and 12.5% fee for registration expenses							
Annual Registration Fee for backflow prevention devices	\$62.00	\$65.50	\$0.00	\$65.50	5.65%	\$3.50	N	N
Testing of backflow devices when property owner refuses to do so plus registration fee	\$124.00	\$130.50	\$0.00	\$130.50	5.24%	\$6.50	N	N
Property inspection for backflow hazard identification assessment and design	\$170.00	\$178.50	\$0.00	\$178.50	5.00%	\$8.50	N	N

FIRE SERVICES AND FIRE FLOW INVESTIGATIONS SURVEYS

Basic (simple single lot) fire flow investigation, single standpipe only, applicant must state demand to be modelled*	\$495.00	\$520.00	\$0.00	\$520.00	5.05%	\$25.00	N	N
Complex fire flow investigation requiring full site and system hydraulic modelling for design and subdivision approvals. Applicants are required to provide internal fire systems designs and demand models*	Full Cost Recovery of field staff surveys and testing including multiple standpipes, traffic control and any other costs incurred. Full recovery of costs for Engineering Staff, use of Hydraulic Model and any external Consultancies sought, based on the level and complexity of analysis required.						N	N
Dedicated Fire Service Access Charge with or without meter	\$557.00	\$585.00	\$0.00	\$585.00	5.03%	\$28.00	N	N

PRIVATE WORKS

Cost to undertake private works at customer requests on Council Assets; charges will be individually estimated and quoted to client. Quotes are valid for 3 months.	Costs + 30%						N	N
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SEWERAGE SERVICES

SEWER JUNCTION FEE

Narromine & Trangie	Costs + 30%						N	N
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SEWER DIAGRAMS

Sewer Diagram/Drainage Diagram	\$32.00	\$34.00	\$0.00	\$34.00	6.25%	\$2.00	N	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

SEWER ACCESS CHARGES - RESIDENTIAL PROPERTIES

Narromine – Residential	\$702.00	\$738.00	\$0.00	\$738.00	5.13%	\$36.00	N	N
Trangie – Residential	\$702.00	\$738.00	\$0.00	\$738.00	5.13%	\$36.00	N	N

SEWER ACCESS CHARGES - NON RESIDENTIAL PROPERTIES

Price includes a factor for usage charges; Minimum annual charge equivalent to the residential sewer access charge.

20mm service	\$249.44	\$261.91	\$0.00	\$261.91	5.00%	\$12.48	N	N
25mm service	\$389.75	\$409.24	\$0.00	\$409.24	5.00%	\$19.49	N	N
32mm service	\$638.57	\$670.49	\$0.00	\$670.49	5.00%	\$31.92	N	N
40mm service	\$997.76	\$1,047.65	\$0.00	\$1,047.65	5.00%	\$49.89	N	N
50mm service	\$1,559.00	\$1,636.95	\$0.00	\$1,636.95	5.00%	\$77.95	N	N
80mm service	\$3,991.04	\$4,190.59	\$0.00	\$4,190.59	5.00%	\$199.55	N	N
100mm service	\$6,236.00	\$6,547.80	\$0.00	\$6,547.80	5.00%	\$311.80	N	N

INTEREST RATE - SEWERAGE SERVICES

Interest on outstanding sewer charges	10.5% per annum					Y	N
	Last year fee 9.0% per annum						

NON RESIDENTIAL SEWER USAGE CHARGES

As per Trade Waste Policy

Non-Residential per kl	\$2.70	\$2.90	\$0.00	\$2.90	7.41%	\$0.20	N	N
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SEWER HEADWORKS DEVELOPER CHARGES

Levied per additional Lot / Equivalent Tenement upon Subdivision

Developer Charge (per ET) - Sewer Service Area	\$3,500.00	\$3,675.00	\$0.00	\$3,675.00	5.00%	\$175.00	N	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

LIQUID TRADE WASTE SERVICES

LIQUID TRADE WASTE FEES

Annual Trade Waste Fee – Category 1 Dischargers	\$108.00	\$113.50	\$0.00	\$113.50	5.09%	\$5.50	N	N
Annual Trade Waste Fee – Category 2 Dischargers	\$112.00	\$118.00	\$0.00	\$118.00	5.36%	\$6.00	N	N
Annual Trade Waste Fee – Category 2S Dischargers	\$157.50	\$165.50	\$0.00	\$165.50	5.08%	\$8.00	N	N
Annual Trade Waste Fee – Classification C (High Risk) – Category 3 Dischargers	\$707.00	\$743.00	\$0.00	\$743.00	5.09%	\$36.00	N	N
Inspection fee Category 1 & 2	\$102.00	\$107.50	\$0.00	\$107.50	5.39%	\$5.50	N	N

APPLICATION FOR APPROVAL TO DISCHARGE

Category 1 Dischargers	\$108.00	\$113.50	\$0.00	\$113.50	5.09%	\$5.50	N	N
Category 2 Dischargers	\$330.00	\$347.00	\$0.00	\$347.00	5.15%	\$17.00	N	N
Category 3 Dischargers	\$433.00	\$455.00	\$0.00	\$455.00	5.08%	\$22.00	N	N
Category 2S Dischargers	\$433.00	\$455.00	\$0.00	\$455.00	5.08%	\$22.00	N	N

NON COMPLIANCE FEE - CATEGORY 1 & 2 CHARGES PER KILOLITRE

Non Compliance Charges Category 1 Discharges	\$2.60	\$2.55	\$0.25	\$2.80	7.69%	\$0.20	N	Y
Non Compliance Charges Category 2 Discharges	\$18.00	\$17.27	\$1.73	\$19.00	5.56%	\$1.00	N	Y

NON COMPLIANCE FEE - CATEGORY 3 (REFER TO DPE-WATER LIQUID TRADE WASTE WEBSITE FOR APPROPRIATE CHARGES)

Excess Mass Charges - Category 3	Refer to DPE-Water Liquid Trade Waste Website for appropriate charges						N	N
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USAGE CHARGES

Trade Waste usage charges – Narromine & Trangie (Category 2 dischargers only) per kilolitre	\$2.60	\$2.80	\$0.00	\$2.80	7.69%	\$0.20	N	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

INTEREST RATE

Interest on Outstanding Trade Waste Charges	10.5% per annum	Y	N
	Last year fee 9.0% per annum		

STORMWATER MANAGEMENT SERVICE ANNUAL CHARGE

Charged in accordance with Sec 496A Local Government Act 1993

LAND CATEGORISED AS RESIDENTIAL

Land Categorised as residential (Not strata titles)	\$25.00	\$25.00	\$0.00	\$25.00	0.00%	\$0.00	Y	N
Land Categorised as residential (strata titles)	\$12.50	\$12.50	\$0.00	\$12.50	0.00%	\$0.00	Y	N

LAND CATEGORISED AS BUSINESS (OTHER THAN LAND ZONED RE2 - PRIVATE RECREATION)

All lots with an area below 1,200 m2	\$25.00	\$25.00	\$0.00	\$25.00	0.00%	\$0.00	Y	N
All lots with an area greater than or equal to 1200 m2 and below 5,000 m2	\$50.00	\$50.00	\$0.00	\$50.00	0.00%	\$0.00	Y	N
All lots with an area greater than or equal to 5,000 m2 and below 10,000 m2	\$100.00	\$100.00	\$0.00	\$100.00	0.00%	\$0.00	Y	N
All lots with an area greater than or equal to 10,000 m2	\$375.00	\$375.00	\$0.00	\$375.00	0.00%	\$0.00	Y	N

INTEREST RATE

Interest on Outstanding Stormwater Management Service Charges	10.5% per annum	Y	N
	Last year fee 9.0% per annum		

RECREATIONAL FACILITIES

KEY DEPOSIT (REFUNDABLE UPON RETURN OF KEYS)

Key Deposit for approved access to sport & recreational facilities*	\$30.00	\$30.00	\$0.00	\$30.00	0.00%	\$0.00	N	N
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

AQUATIC CENTRES

NARROMINE & TRANGIE AQUATIC CENTRES

SINGLE ENTRY

Daily Admission	\$4.30	\$4.18	\$0.42	\$4.60	6.98%	\$0.30	N	Y
Children 5 years and under						No Charge	N	N
Disability Carer Entry						No Charge	N	N
Non-Swimming Admission Fee	\$2.70	\$2.64	\$0.26	\$2.90	7.41%	\$0.20	N	Y
Swimming carnival spectator fee	\$2.70	\$2.64	\$0.26	\$2.90	7.41%	\$0.20	N	Y
Schools – per person	\$3.70	\$3.55	\$0.35	\$3.90	5.41%	\$0.20	N	Y
Group Disability Entry - per person (Minimun 10 people)	\$3.70	\$3.55	\$0.35	\$3.90	5.41%	\$0.20	N	Y

SEASON TICKETS

Full Season – Family Season Ticket (2 adults & 2 children under 18)	\$227.50	\$217.27	\$21.73	\$239.00	5.05%	\$11.50	N	Y
Full Season – Additional children under 18	\$16.60	\$16.00	\$1.60	\$17.60	6.02%	\$1.00	N	Y
Full Season - Single Season Ticket	\$116.50	\$111.36	\$11.14	\$122.50	5.15%	\$6.00	N	Y
Full Season – Senior Single Season Ticket (must show Seniors or Pensioner Concession Card)	\$95.50	\$91.36	\$9.14	\$100.50	5.24%	\$5.00	N	Y
Full Season - Student Ticket - 18 years & under (Must show Student ID)	\$95.50	\$91.36	\$9.14	\$100.50	5.24%	\$5.00	N	Y

HALF SEASON TICKETS (3 CONTINUOUS MONTHS)

Half Season – Family Season Ticket (2 adults & 2 children under 18)	\$132.50	\$126.82	\$12.68	\$139.50	5.28%	\$7.00	N	Y
Half Season – Additional children under 18	\$4.90	\$4.73	\$0.47	\$5.20	6.12%	\$0.30	N	Y
Half Season – Single Season Ticket	\$74.50	\$71.36	\$7.14	\$78.50	5.37%	\$4.00	N	Y
Half Season – Senior Single Season Ticket (must show Seniors or Pensioner Concession Card)	\$69.50	\$66.36	\$6.64	\$73.00	5.04%	\$3.50	N	Y
Half Season - Student Ticket - 18 years & under (Must show Student ID)	\$69.50	\$66.36	\$6.64	\$73.00	5.04%	\$3.50	N	Y

MISCELLANEOUS

Labour Hire – Lifeguard (per hour)	\$45.50	\$43.64	\$4.36	\$48.00	5.49%	\$2.50	N	Y
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Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

MISCELLANEOUS *[continued]*

Club or School Carnival hire fee (per day)	\$223.00	\$213.18	\$21.32	\$234.50	5.16%	\$11.50	N	Y
Casual hire of swimming pool clubhouse (per hour) - Narromine	\$27.00	\$25.91	\$2.59	\$28.50	5.56%	\$1.50	N	Y
Casual hire of swimming pool clubhouse for functions (per day) - Narromine	\$177.00	\$169.09	\$16.91	\$186.00	5.08%	\$9.00	N	Y
Exclusive use of entire pool and grounds for private event – per hour – Minimum hire two hours	\$159.00	\$151.82	\$15.18	\$167.00	5.03%	\$8.00	N	Y
Exclusive use of entire pool and grounds for private event – per day	\$845.00	\$807.27	\$80.73	\$888.00	5.09%	\$43.00	N	Y
Hire of inflatable for private event – per hour – Minimum hire two hours	\$106.00	\$101.36	\$10.14	\$111.50	5.19%	\$5.50	N	Y
Hire of inflatable for private event – per day	\$740.00	\$706.36	\$70.64	\$777.00	5.00%	\$37.00	N	Y

COACHING

Swimming Club per season	\$394.00	\$376.36	\$37.64	\$414.00	5.08%	\$20.00	N	Y
Lane Hire (private coaching/learn to swim programs)	\$29.00	\$27.73	\$2.77	\$30.50	5.17%	\$1.50	N	Y
Season Coaches (26 weeks)	\$463.00	\$442.73	\$44.27	\$487.00	5.18%	\$24.00	N	Y
Learn to Swim Programs - Season Fee	\$419.00	\$440.00	\$0.00	\$440.00	5.01%	\$21.00	N	N

SPORT & FITNESS CENTRE**PHYSICAL CULTURE GROUPS**

Charge per Term	\$457.00	\$436.36	\$43.64	\$480.00	5.03%	\$23.00	N	Y
Annual Charge	\$1,625.00	\$1,554.55	\$155.45	\$1,710.00	5.23%	\$85.00	N	Y

SCHOOLS

Schools - per term	\$840.00	\$801.82	\$80.18	\$882.00	5.00%	\$42.00	N	Y
Schools - per annum	\$3,360.00	\$3,209.09	\$320.91	\$3,530.00	5.06%	\$170.00	N	Y
Schools - per hour	\$48.50	\$46.36	\$4.64	\$51.00	5.15%	\$2.50	N	Y

GYMNASIUM

Day Pass*	\$9.90	\$9.45	\$0.95	\$10.40	5.05%	\$0.50	N	Y
Weekly Charge*	\$19.00	\$18.18	\$1.82	\$20.00	5.26%	\$1.00	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

GYMNASIUM [continued]

Monthly – Adults*	\$62.00	\$59.55	\$5.95	\$65.50	5.65%	\$3.50	N	Y
Monthly - Students 18 years & under (Must show student card)*	\$34.00	\$32.73	\$3.27	\$36.00	5.88%	\$2.00	N	Y
Monthly - Seniors (Must show Seniors or Pensioner Concession Card)*	\$34.00	\$32.73	\$3.27	\$36.00	5.88%	\$2.00	N	Y
Annual Membership – Adults*	\$673.00	\$642.73	\$64.27	\$707.00	5.05%	\$34.00	N	Y
Annual Membership – Students 15-18 yrs. (Must show Student Card)*	\$328.00	\$313.64	\$31.36	\$345.00	5.18%	\$17.00	N	Y
Annual Membership – Seniors (Must show Seniors or Pension Concession Card)*	\$328.00	\$313.64	\$31.36	\$345.00	5.18%	\$17.00	N	Y
Seasonal fee – per Adult (6 months)*	\$354.00	\$338.18	\$33.82	\$372.00	5.08%	\$18.00	N	Y
Seasonal fee – per Student 15-18 yrs (6 months) (Must show student card)*	\$164.50	\$157.27	\$15.73	\$173.00	5.17%	\$8.50	N	Y
Seasonal fee – per Senior (6 months) (Must show Seniors or Pensioner Concession Card)*	\$164.50	\$157.27	\$15.73	\$173.00	5.17%	\$8.50	N	Y
* Emergency Services personnel concession. (on presentation of current emergency services identification). 50% concession to apply to weekly, monthly, seasonal and annual Gymnasium (individual) fees.								
Personal Training or Coaching per hour	\$25.50	\$24.55	\$2.45	\$27.00	5.88%	\$1.50	N	Y

STADIUM

Individual stadium entry	\$3.60	\$3.45	\$0.35	\$3.80	5.56%	\$0.20	N	Y
Children 5 years and under	No Charge						N	N
Individual stadium entry – Seniors (must show Seniors or Pension Concession Card)	\$3.00	\$2.91	\$0.29	\$3.20	6.67%	\$0.20	N	Y
Commercial Business Hire per hour	\$59.50	\$56.82	\$5.68	\$62.50	5.04%	\$3.00	N	Y
Not for Profit or Community Group – per hour	\$42.50	\$40.91	\$4.09	\$45.00	5.88%	\$2.50	N	Y
After School Sporting Program (6 weeks duration) per child	\$56.50	\$54.09	\$5.41	\$59.50	5.31%	\$3.00	N	Y
After School Sporting Program (Single Class) per child	\$10.80	\$10.36	\$1.04	\$11.40	5.56%	\$0.60	N	Y
Indoor Sport Team Registration Fee	\$53.50	\$50.91	\$5.09	\$56.00	4.67%	\$2.50	N	Y
Indoor Sport Players Fee (per person/per game)	\$5.40	\$5.45	\$0.55	\$6.00	11.11%	\$0.60	N	Y
Seniors activity program (Single Entry)	\$3.20	\$3.09	\$0.31	\$3.40	6.25%	\$0.20	N	Y
Seniors Activity Program - 10 session pass	\$0.00	\$30.91	\$3.09	\$34.00	∞	\$34.00	N	Y
Advertising Sign – 600mm x 900mm (Annual Charge)	\$264.50	\$252.73	\$25.27	\$278.00	5.10%	\$13.50	N	Y
Advertising Sign – Temporary (Duration of Event)	\$47.00	\$45.00	\$4.50	\$49.50	5.32%	\$2.50	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

OVALS / FACILITIES

USER CONTRIBUTIONS - NARROMINE (PER GROUND/SEASON)

SENIOR SPORTING BODIES - NARROMINE

Senior Rugby League	\$650.00	\$620.91	\$62.09	\$683.00	5.08%	\$33.00	N	Y
Senior Rugby Union	\$650.00	\$620.91	\$62.09	\$683.00	5.08%	\$33.00	N	Y
Senior Cricket	\$326.00	\$311.82	\$31.18	\$343.00	5.21%	\$17.00	N	Y
Senior Soccer	\$326.00	\$311.82	\$31.18	\$343.00	5.21%	\$17.00	N	Y
Senior Touch Football	\$326.00	\$311.82	\$31.18	\$343.00	5.21%	\$17.00	N	Y
Cycle Club	\$326.00	\$311.82	\$31.18	\$343.00	5.21%	\$17.00	N	Y
Senior Netball	\$307.00	\$293.64	\$29.36	\$323.00	5.21%	\$16.00	N	Y

JUNIOR SPORTING BODIES - NARROMINE

Junior Sporting Bodies	No Charge						N	N
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MISCELLANEOUS - NARROMINE

Single Use Charge (Boot camp, Schools, Not for Profit: Special Event Hire)	\$42.50	\$40.91	\$4.09	\$45.00	5.88%	\$2.50	N	Y
Lighting (Cost recovery per unit used plus 25% contribution to renewal costs to be placed in reserve)	Cost Recovery + 25%						N	N
Half Bank of Lights - per hour	\$25.00	\$27.00	\$0.00	\$27.00	8.00%	\$2.00	N	N
Full Bank of Lights - per hour	\$50.00	\$54.00	\$0.00	\$54.00	8.00%	\$4.00	N	N
Unauthorised Use of Council Grounds/Facilities (in addition to User Contribution)	\$106.00	\$101.36	\$10.14	\$111.50	5.19%	\$5.50	N	Y
Personal Trainers Using Council's Outdoor Facilities – per month/per ground (Approved Trainers Only)*	\$42.50	\$40.91	\$4.09	\$45.00	5.88%	\$2.50	N	Y
*Booking & Approval Required								
Personal Trainers Using Council's Outdoor Facilities – per annum/per ground (Approved Trainers Only)*	\$334.00	\$319.09	\$31.91	\$351.00	5.09%	\$17.00	N	Y
*Booking & Approval Required								

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

MISCELLANEOUS - NARROMINE *[continued]*

LED Advertising Sign – Dundas Park **	\$200.00	\$190.91	\$19.09	\$210.00	5.00%	\$10.00	N	Y
** Maximum 28 days per event								
Advertising Signs – Annual Charge – Permanent Sign @ \$437.00 per m2 or part thereof (GST Inclusive)						Costs + 30%	N	Y
Advertising Signs – Temporary (Duration of Event)	\$47.00	\$45.00	\$4.50	\$49.50	5.32%	\$2.50	N	Y

SPECIAL EVENT HIRE - NARROMINE

Special Event Hire & Management Fee (per day – Commercial)	\$159.00	\$151.82	\$15.18	\$167.00	5.03%	\$8.00	N	Y
Special Event Hire & Management Fee (per day – Not for Profit or Community Group)	\$53.00	\$54.09	\$5.41	\$59.50	12.26%	\$6.50	N	Y

USER CONTRIBUTIONS - TRANGIE (PER GROUND/SEASON)**SENIOR SPORTING BODIES - TRANGIE**

Senior Rugby League	\$650.00	\$620.91	\$62.09	\$683.00	5.08%	\$33.00	N	Y
Senior Rugby Union	\$650.00	\$620.91	\$62.09	\$683.00	5.08%	\$33.00	N	Y
Senior Cricket	\$326.00	\$311.82	\$31.18	\$343.00	5.21%	\$17.00	N	Y
Senior Touch Football	\$326.00	\$311.82	\$31.18	\$343.00	5.21%	\$17.00	N	Y
Senior Soccer	\$326.00	\$311.82	\$31.18	\$343.00	5.21%	\$17.00	N	Y
Senior Netball	\$307.00	\$293.64	\$29.36	\$323.00	5.21%	\$16.00	N	Y

JUNIOR SPORTING BODIES - TRANGIE

Junior Sporting Bodies						No Charge	N	N
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MISCELLANEOUS - TRANGIE

Single Use Charge (Boot camp, Schools, Not for Profit: Special Event Hire)	\$42.50	\$40.91	\$4.09	\$45.00	5.88%	\$2.50	N	Y
Lighting (Cost recovery per unit used plus 25% contribution to renewal costs to be placed in reserve)						Costs + 30%	N	Y
Half Bank of Lights - per hour	\$25.00	\$26.50	\$0.00	\$26.50	6.00%	\$1.50	N	N
Full Bank of Lights - per hour	\$50.00	\$54.00	\$0.00	\$54.00	8.00%	\$4.00	N	N

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

MISCELLANEOUS - TRANGIE *[continued]*

Unauthorised Use of Council Grounds/Facilities (in addition to User Contribution)	\$106.00	\$101.36	\$10.14	\$111.50	5.19%	\$5.50	N	Y
Personal Trainers using Council's Outdoor Facilities – per month/per ground (Approved Trainers Only)*	\$42.50	\$40.91	\$4.09	\$45.00	5.88%	\$2.50	N	Y
*Booking & Approval Required								
Personal Trainers using Council's Outdoor Facilities – per annum/per ground (Approved Trainers Only)*	\$334.00	\$319.09	\$31.91	\$351.00	5.09%	\$17.00	N	Y
*Booking & Approval Required								
Advertising Signs – Permanent @ \$437 per m2 (Annual Charge)	Calculated on area						N	Y
Advertising Signs – Temporary (Duration of Event)	\$47.00	\$45.00	\$4.50	\$49.50	5.32%	\$2.50	N	Y

SPECIAL EVENT HIRE - TRANGIE

Special Event Hire & Management Fee (per day – Commercial)	\$159.00	\$151.82	\$15.18	\$167.00	5.03%	\$8.00	N	Y
Special Event Hire & Management Fee (per day – Not for Profit or Community Group)	\$53.00	\$51.82	\$5.18	\$57.00	7.55%	\$4.00	N	Y

HIRE OF COUNCIL MARQUEE

Daily Hire Rate	\$167.00	\$159.55	\$15.95	\$175.50	5.09%	\$8.50	N	Y
Refundable security deposit – Cannot be waived	\$121.00	\$127.50	\$0.00	\$127.50	5.37%	\$6.50	N	N
Not for Profit Organisations	No Charge						N	N
Refundable security deposit (Not for Profit Organisations) – Cannot be waived	\$121.00	\$127.50	\$0.00	\$127.50	5.37%	\$6.50	N	N

SHOWGROUND & RACECOURSE ADVISORY COMMITTEE**NARROMINE SHOWGROUND****HIRE OF NARROMINE SHOWGROUND**

Showground Refundable Security Deposit in addition to usage charge	\$529.00	\$556.00	\$0.00	\$556.00	5.10%	\$27.00	N	N
Turf Club per day - race day hire	\$1,470.00	\$1,404.55	\$140.45	\$1,545.00	5.10%	\$75.00	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

HIRE OF NARROMINE SHOWGROUND [continued]

Show Society – Annual Show per event	\$1,470.00	\$1,404.55	\$140.45	\$1,545.00	5.10%	\$75.00	N	Y
Horse Shows per day (incl. polocrosse)	\$729.00	\$696.36	\$69.64	\$766.00	5.08%	\$37.00	N	Y
Pony Club per carnival	\$244.00	\$233.18	\$23.32	\$256.50	5.12%	\$12.50	N	Y
Pony Club – Overnight Stay During Carnival (To Cover Power Used)	\$77.00	\$73.64	\$7.36	\$81.00	5.19%	\$4.00	N	Y
Pony Club – Carnival/Championship (Use of Own Facilities Only) – Per Event	\$62.00	\$59.55	\$5.95	\$65.50	5.65%	\$3.50	N	Y
Use of Arena Only – per day (eg: horse training classes)	\$66.00	\$63.18	\$6.32	\$69.50	5.30%	\$3.50	N	Y
Machinery Sales per day	\$326.00	\$311.82	\$31.18	\$343.00	5.21%	\$17.00	N	Y
Circuses, Travelling Shows, Bull Rides per day of show	\$395.00	\$377.27	\$37.73	\$415.00	5.06%	\$20.00	N	Y
Family Reunions / Parties etc per day	\$407.00	\$389.09	\$38.91	\$428.00	5.16%	\$21.00	N	Y
Other Functions – i.e. Poultry Exhibitions, Sheep Show per event	\$91.00	\$82.73	\$8.27	\$91.00	0.00%	\$0.00	N	Y
Special Events	\$188.00	\$179.55	\$17.95	\$197.50	5.05%	\$9.50	N	Y
Temporary Use of Facilities (overnight) – Minimum Charge plus	\$159.00	\$151.82	\$15.18	\$167.00	5.03%	\$8.00	N	Y
Temporary Use of Facilities (overnight) – Charge per vehicle	\$16.00	\$15.45	\$1.55	\$17.00	6.25%	\$1.00	N	Y
Overnight Camping Fee per night with a maximum 2 nights (For authorised Showground events only)	\$49.00	\$46.82	\$4.68	\$51.50	5.10%	\$2.50	N	Y
Overnight Camping – Fundraising Charity Event eg: Charity Horse Ride						No Charge	N	N
Rotary RYCAGS Camp – Per Day	\$87.00	\$83.18	\$8.32	\$91.50	5.17%	\$4.50	N	Y

HIRE OF STABLES - NARROMINE

Nightly Charge up to 3 nights per stall per night	\$16.20	\$15.64	\$1.56	\$17.20	6.17%	\$1.00	N	Y
Weekly Rate or more than 4 nights per stall per night	\$11.80	\$11.27	\$1.13	\$12.40	5.08%	\$0.60	N	Y

HIRE COVERED CATTLE PAVILION

Horse yards or barrier shed – per week	\$51.00	\$50.00	\$5.00	\$55.00	7.84%	\$4.00	N	Y
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HIRE YARDS SURROUNDING MCNAB/JACK WALSH STABLES - PER WEEK

McNab/Jack Walsh Permanent Hire per week – Stables	\$51.00	\$50.00	\$5.00	\$55.00	7.84%	\$4.00	N	Y
McNab/Jack Walsh Yard between stables & cattle yards	\$25.50	\$24.55	\$2.45	\$27.00	5.88%	\$1.50	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

HIRE CATTLE YARDS - NARROMINE

Per Pen – per week	\$12.20	\$11.82	\$1.18	\$13.00	6.56%	\$0.80	N	Y
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HORSE TRAINING CLASSES - NARROMINE

Use of facilities plus arena for horse training classes – per day	\$176.00	\$168.18	\$16.82	\$185.00	5.11%	\$9.00	N	Y
If stables used in conjunction with classes – per day	\$59.00	\$56.36	\$5.64	\$62.00	5.08%	\$3.00	N	Y

TRAINER'S LICENCE - NARROMINE

Trainers Annual Charge	\$122.00	\$116.82	\$11.68	\$128.50	5.33%	\$6.50	N	Y
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TRANGIE SHOWGROUND

HIRE OF TRANGIE SHOWGROUND

Refundable Security Deposit in addition to usage charge	\$601.00	\$632.00	\$0.00	\$632.00	5.16%	\$31.00	N	N
Race Club per day	\$1,470.00	\$1,404.55	\$140.45	\$1,545.00	5.10%	\$75.00	N	Y
Show Society – Annual Show per day	\$666.00	\$636.36	\$63.64	\$700.00	5.11%	\$34.00	N	Y
Shire Race Clubs per day	\$974.00	\$931.82	\$93.18	\$1,025.00	5.24%	\$51.00	N	Y
Horse Shows per day	\$290.00	\$277.27	\$27.73	\$305.00	5.17%	\$15.00	N	Y
Pony Club per carnival	\$244.00	\$233.18	\$23.32	\$256.50	5.12%	\$12.50	N	Y
Pony Club – Overnight Stay During Carnival (To Cover Power Used)	\$77.00	\$73.64	\$7.36	\$81.00	5.19%	\$4.00	N	Y
Pony Club – Carnival/Championship (Use of Own Facilities Only) – Per Event	\$62.00	\$59.55	\$5.95	\$65.50	5.65%	\$3.50	N	Y
Trangie Camp Draft Association (Major Events) per event	\$731.00	\$698.18	\$69.82	\$768.00	5.06%	\$37.00	N	Y
Use of Arena Only – per day (eg: horse training classes)	\$64.00	\$61.36	\$6.14	\$67.50	5.47%	\$3.50	N	Y
Machinery Sales per day	\$326.00	\$311.82	\$31.18	\$343.00	5.21%	\$17.00	N	Y
Circuses, Travelling Shows, Bull Rides per day of show	\$395.00	\$377.27	\$37.73	\$415.00	5.06%	\$20.00	N	Y
Family Reunions/Parties etc per day	\$407.00	\$389.09	\$38.91	\$428.00	5.16%	\$21.00	N	Y
Stock Sales per day	\$188.00	\$179.55	\$17.95	\$197.50	5.05%	\$9.50	N	Y
Special Events (facilities access without use of electricity)	\$188.00	\$179.55	\$17.95	\$197.50	5.05%	\$9.50	N	Y
Temporary Use of Facilities (overnight) – Minimum Charge plus	\$159.00	\$151.82	\$15.18	\$167.00	5.03%	\$8.00	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

HIRE OF TRANGIE SHOWGROUND [continued]

Temporary Use of Facilities (overnight) – Charge per vehicle	\$16.00	\$15.45	\$1.55	\$17.00	6.25%	\$1.00	N	Y
Other Functions – i.e. Poultry Exhibitions, Sheep Show per event	\$91.00	\$87.27	\$8.73	\$96.00	5.49%	\$5.00	N	Y
Use of premises for school exams						No Charge	N	N
Overnight Camping Fee per night with a maximum 2 nights (For authorised Showground events only)	\$49.00	\$46.82	\$4.68	\$51.50	5.10%	\$2.50	N	Y
Overnight Campers – Charity Events e.g.: Charity Horse Ride						No Charge	N	N

HIRE OF STABLES - TRANGIE

Nightly Charge up to 3 nights per stall per night	\$16.20	\$15.64	\$1.56	\$17.20	6.17%	\$1.00	N	Y
Weekly Rate or more than 4 nights per stall per night	\$11.80	\$11.27	\$1.13	\$12.40	5.08%	\$0.60	N	Y

HORSE TRAINING CLASSES - TRANGIE

Use of facilities plus arena for horse training classes – per day	\$176.00	\$168.18	\$16.82	\$185.00	5.11%	\$9.00	N	Y
If stables are used in conjunction with classes – per day	\$59.00	\$56.36	\$5.64	\$62.00	5.08%	\$3.00	N	Y

HIRE HORSE BOXES

Per Box – per week	\$5.70	\$5.45	\$0.55	\$6.00	5.26%	\$0.30	N	Y
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HIRE CATTLE YARDS - TRANGIE

Per pen – per week	\$12.20	\$11.82	\$1.18	\$13.00	6.56%	\$0.80	N	Y
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TRAINERS - TRANGIE

Use of stables/cattle pavilion per week	\$51.00	\$50.00	\$5.00	\$55.00	7.84%	\$4.00	N	Y
Use of facilities only per week (including the track) – up to 2 horses	\$12.80	\$12.36	\$1.24	\$13.60	6.25%	\$0.80	N	Y
Use of facilities only per week (including the track) – more than 2 horses	\$33.00	\$31.82	\$3.18	\$35.00	6.06%	\$2.00	N	Y

Name	2023-2024	2024-2025			Increase %	Increase \$	S	GST
	Fee (incl. GST)	Fee (excl. GST)	GST	Fee (incl. GST)				

TRAINER'S LICENCE - TRANGIE

Trainer's Annual Charge	\$122.00	\$116.82	\$11.68	\$128.50	5.33%	\$6.50	N	Y
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Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	18
Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	19
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Plus per \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	18
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Small Truck (4-5 tonne) – full load – UNSORTED	34
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Asset Management Plan

June 2024

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1 Executive Summary

This Asset Management Plan (AMP) outlines the strategic framework and management approach for the comprehensive infrastructure assets managed by Narromine Shire Council. The document covers a diverse range of essential services and facilities crucial to the community including: water, sewer, waste management, Narromine aerodrome, recreational and community facilities, transport infrastructure, buildings, and drainage systems.

The primary purpose of this AMP is to provide a structured and proactive strategy for the sustainable management of these assets throughout their lifecycle. By adopting a systematic approach to asset management, Council aims to ensure optimal service delivery, asset performance, and reliability while effectively managing risks and costs associated with asset ownership and operation.

Key components of the AMP include:

- **Asset Inventory and Condition Assessment:** Comprehensive inventory and detailed condition assessments of all assets to inform maintenance, renewal, and replacement strategies.
- **Lifecycle Management:** Strategies for effective lifecycle management to maximize asset performance and longevity, considering factors such as deterioration, technological advancements, and community needs.
- **Risk Management:** Identification, assessment, and mitigation of risks associated with asset failure or underperformance to maintain service levels and community safety.
- **Financial Planning:** Long-term financial forecasting and planning to support sustainable asset management practices, including budget allocation for maintenance, renewal, and operational costs.
- **Stakeholder Engagement:** Engagement with stakeholders, including the community, to understand service expectations and incorporate feedback into asset management strategies.

Through this AMP, Council seeks to enhance the resilience and sustainability of its infrastructure assets, ensuring they continue to meet the needs of current and future generations. By aligning asset management practices with strategic objectives and community priorities, the council aims to deliver reliable, efficient, and cost-effective services while fulfilling its responsibilities as a custodian of public infrastructure.

This document serves as a guiding framework for decision-making and resource allocation, supporting Council in achieving its goals of infrastructure asset stewardship, service excellence, and community well-being.

This Plan should be read in conjunction with the following related planning documentation:

- Narromine Shire Council - Community Strategic Plan
- Narromine Shire Council – Delivery Program
- Narromine Shire Council – Operational Plan
- Narromine Shire Council – Asset Management Strategy

2 Goals and Objectives of asset ownership

Council exists to provide services to its community. Some of these services are provided by infrastructure assets. Council's goal in managing infrastructure assets is to meet the defined level of service in the most cost-effective and sustainable manner for present and future consumers.

Central to these objectives is the commitment to providing reliable and safe services to the community across water supply, sewer systems, waste management, aerodrome operations, recreational facilities, transportation networks (including roads and footpaths), buildings, and drainage systems.

Council's primary goal is to maintain and enhance the quality and reliability of essential services, aligning with regulatory standards and community expectations. This includes optimizing water quality and availability, managing waste effectively, and maintaining safe and functional recreational spaces for public enjoyment and health.

Furthermore, the AMP emphasizes the importance of infrastructure resilience and sustainability. By adopting lifecycle management principles, Council aims to prolong asset life, reduce lifecycle costs, and minimize environmental impacts. This approach includes proactive maintenance strategies and strategic investments in infrastructure renewal and upgrades to meet growing demands and enhance operational efficiency.

Financial sustainability underpins all objectives, with the AMP outlining prudent financial planning and budgeting practices. This includes forecasting long-term financial requirements, prioritizing investment in critical infrastructure, and exploring innovative funding opportunities to support ongoing maintenance and development initiatives.

In the Community Strategic Plan 2032, Council has identified four (4) priority themes with related goals and objectives that relate to the management of their assets. These are outlined in the Asset Management Strategy and shown below:

1. Vibrant Communities
2. Growing Our Economy
3. Protecting and Enhancing Our Environment
4. Proactive Leadership

2.1 Stakeholders

The stakeholders identified for this plan and its implementation are, but are not limited to:

- Customers – land owners within the Narromine Local Government Area
- The Community – Ratepayers, Businesses, etc;
- Developers;
- Regulators;
- Councillors; and
- Council Staff – Asset Management Working Group, etc.

2.2 Plan Framework

The key elements of the plan are:

- Levels of Service;
- Future Demand;
- Life Cycle Management;
- Financial Summary;
- Asset Management Practices;
- Monitoring; and Operational Management of Risk
- Asset Management Improvement Plan.

2.3 Council Commitment

Council aims to provide the following:

1. Provide safe, reliable and sustainable services to customers while meeting legislative requirements.
2. Operate, maintain, renew and upgrade infrastructure to meet all statutory and regulatory requirements and service level agreements. Infrastructure classes include:
 - Bores, pumping equipment, water and sewer mains
 - Treatment plants and reservoirs
 - Buildings
 - Roads
 - Drainage infrastructure
 - Curb and Gutter
 - Footpaths
 - Plant and equipment
 - Signage
 - Recreational facilities
 - Community facilities
3. Within a 10-year planning horizon, and going forward, continue with the implementation of relevant strategies and long term plans to ensure a sustainable water business.

It should be appreciated that Council does not have sufficient funds in the Water Reserve to provide some services to the desired service levels (technical or community expectations).

Works and services that cannot be provided under present funding levels, include substantial expansion of services into presently unserviced areas without substantial investigation or capital expansion and investment.

Council will continue to apply for funding from various agencies for asset renewal, replacement or upgrades as funding opportunities become available.

3 Planning Framework

A planning framework outlines how conceptually the strategic plan will be based. The framework details the activities that are performed within the organisation's strategy plan.

Key elements of this framework are:

- Levels of Service
- Future Demand
- Life Cycle Management
- Monitoring

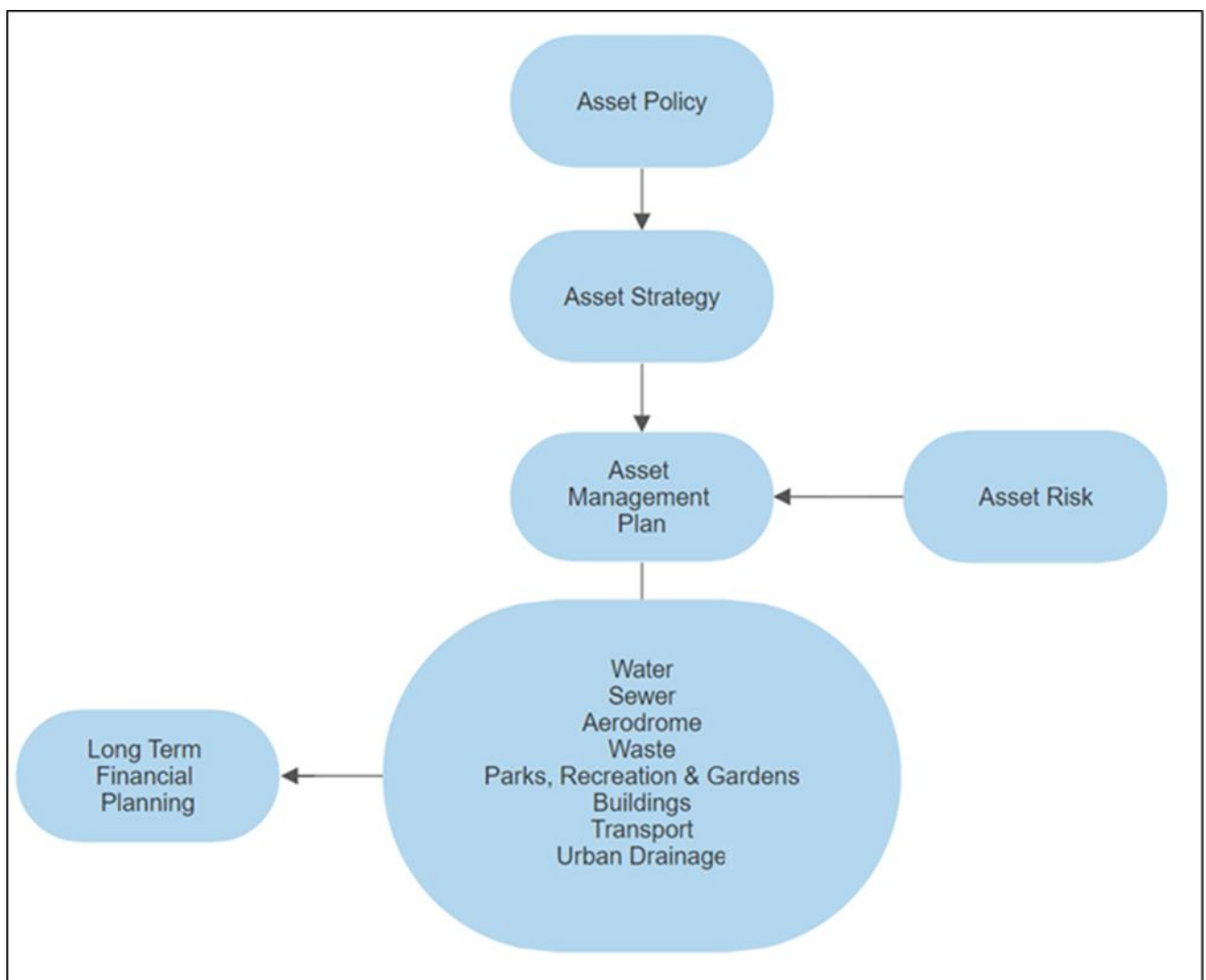


Figure 1: Asset Management Framework

4 Asset Conditions

4.1 Value based

Council's asset information, including condition rating is stored within an Asset Register. Council undertakes revaluations on each asset class every four years to ensure valuations and condition assessments remain current.

5 Stakeholder Management

Council has a number of methods for collecting feedback on their performance in managing assets. These have been used to measure customer expectations and include:

- Narromine Shire Council - Community Survey 2022;
- Informal feedback from stakeholders
- Analysis of community service requests and customer request management.

The table below describes stakeholder roles and responsibilities.

Table 1: Stakeholder Management

Stakeholder	Stakeholder Issues	Key messages	Participation & Feedback
Councillors	<ul style="list-style-type: none"> • Have a say in proposed strategy 	<ul style="list-style-type: none"> • This Strategic plan is a communication tool and a way to a sustainable fair network, without burdening residents, business, or industry. • The system determines the requirement and priority of the work. • Regular benchmarking and quality management and measuring KPI's, ensures Council is 	Councillor Workshop, and community consultation
Residents	<ul style="list-style-type: none"> • Have a say in proposed strategy • Perception of fairness • Getting value for money 		Community consultation
State Government	<ul style="list-style-type: none"> • Regulation of LWU provision of Water and Sewage services 		Review of Best Practice and DWQM documentation Provision of Capital Funding via Grants
Council Indoor Staff	<ul style="list-style-type: none"> • Have a say in proposed strategy, • Minimal additions to current workloads 		Engineering and Assets team reviews, Councillor workshop

Stakeholder	Stakeholder Issues	Key messages	Participation & Feedback
Council Outdoor Staff	<ul style="list-style-type: none"> Have a say in proposed strategy. Structured programs Want to understand place in process 	<p>getting value for money.</p> <ul style="list-style-type: none"> A strategy and a fair planning and delivery mechanism in place. Certainty and trust of project delivery when proposed. 	Team leader workshops Engineering and Assets team reviews

6 Strategic and Corporate Goals

Council's goal in managing assets is to meet the required level of service in a sustainable manner for present and future stakeholders. The key elements to strategic goals of asset management are:

- Demonstrating responsible stewardship;
- Taking a life cycle approach to asset ownership;
- Defining the infrastructure assets physically and financially;
- Providing a defined Level of Service and monitoring the performance against service levels and service expectations;
- Understanding and meeting the demands of growth through demand management and infrastructure investment;
- Managing risks associated with asset failure; and
- Support long term financial planning.

7 Legislative Requirements

Council must meet many legislative requirements including Australian and State legislation and State regulations. Relevant legislation is shown in Table 7.

Table 2: Legislative Requirements

Legislation	Requirement
Local Government Act 1993	Sets out role, purpose, responsibilities and powers of local governments including the preparation of a long-term financial plan supported by Asset Management Plans for sustainable service delivery.
The Australian Accounting Standards	The Australian Accounting Standards Board Standard, AASB 116 Property Plant & Equipment requires that assets be valued, and reported in the annual accounts, which also includes depreciation value (i.e. how fast are these assets wearing out).
Roads Act 1993	Other issues affecting asset service levels include judicial decisions relating to Council's role as roads authority for local roads as conferred by the Roads Act 1993, and legislative powers granted to public utilities relating to road openings.
Environmental Planning and Assessment Act 1979	Sets out guidelines for land use planning and promotes sharing of responsibilities between various levels of government in the state.
Protection of the Environment Operations Act 1997	Sets out Council responsibility and powers of local area environment and its planning functions.
Local Government (General) Regulations 2021	Determines developer charges.
Independent Pricing and Regulatory Tribunal Act 1992	Gives powers to the Independent Pricing and Regulatory Tribunal to inquire into and regulate prices. IPART has developed a set of consistent pricing principles to be adopted by local government authorities. Charging guidelines. Trend towards a user pay system in the industry.
Soil Conservation Act 1938	Conserves soil resources, farm water resources, and the mitigation of erosion and land degradation. Preservation of watercourse environments.
Catchment Management Act 1989	Promotes the coordination of activities within catchment areas. This Act has implications for the management of river quality and quantity. Requirement for ongoing management plan.
Water Management Act 2000	The act provides for sustainable and integrated management of NSW's water sources, water rights, licences, allocations
Public Health Act 2010	Prevention of the spread of disease. Effluent disposal methods. Delivery of Safe Drinking Water

Legislation	Requirement
NSW Public Health Regulation 2012	Part 5 Safety measures for drinking water
Work Health and Safety Act 2011 (and Regulations)	Council's responsibility to ensure health, safety and welfare of employees and others at places of work.

8 Levels of Service

8.1 Introduction

Council is responsible for providing a safe, reliable, cost-effective customer focused services that enhance the environment and caters for the sustainable growth of the Shire. Ongoing consultation is undertaken with the community to ensure the provision of services is acceptable to the wider community.

Levels of service indicators have been formulated in alignment with the goals outlined in Council's Community Strategic Plan. These objectives serve as the foundation for defining Community Levels of Service (CLOS), which assess how the community experiences services in terms of safety, quality, quantity, reliability, responsiveness, cost efficiency, and compliance with legislative standards.

From these CLOS, Technical Levels of Service (TLOS) have been developed that detail how these services will be delivered in terms of quantity, frequency and standard.

Finally, Key Performance Measures and how they will be measured provide the detail on how we determine whether we are delivering what the community are asking for.

Council's current service targets are shown in Table 3.

Table 3: Community Service Target

Key Performance Measure	Level of Service Objective
Community Levels of Service	
Quality	Provide safe uninterrupted services
Function	Ensure the services meet regulatory requirements (including department of Health, Environmental legislation, Local Government Act, Aviation Act and the Roads Act).
Safety	Ensure works do not create safety hazards
Technical Levels of Service	
Condition	Provide appropriate services to meet user requirements
Function/Accessibility	Ensure services are available to all occupied properties as appropriate
Cost Effectiveness	Provide services in a cost-effective manner
Safety	Effectiveness of WHS programs and Work Method Statements/Standard Operating Procedures

8.2 Community Levels of Service

Community Levels of Service relate to the service outcomes that the community wants in terms of safety, quality, quantity, reliability, responsiveness, cost effectiveness and legislative compliance.

Community levels of service measures used in the Asset Management Plan are:

- *Quality* *How good is the service?*
- *Function* *Does it meet users' needs?*
- *Safety* *Is the service safe?*

8.3 Technical Levels of Service

Supporting the community service levels are operational or technical measures of performance. These technical measures relate to the allocation of resources to service activities that Council undertakes to best achieve the desired community outcomes.

Technical levels of service measures align with annual budgets covering:

- **Operations**
The regular activities to provide services such as administration, electricity.
- **Maintenance**
The activities necessary to retain an asset as near as practicable to its original condition
- **Acquisition**
The activities required to ensure that new assets and acquired assets are to the required service level.
- **Expansion**
The activities and assets required to ensure that the needs are met by future developments.
- **Renewals**
The activities that return the service capability of an asset up to that which it had originally
- **Upgrades**
The activities to provide a higher level of service (e.g. increase reservoir capacity, replacing a pipeline with a larger size etc.) or a new service that did not exist previously

Levels of Criticality Service and Intervention should also align with Councils Business Continuity Plans and all NSW Legislative Disaster Management Plans and Practice.

8.4 Intervention Levels

Council maintains a Condition Assessment Manual outlining the frequency of inspection and condition rating, used for all assets. This data is recorded in the Council Asset Management System and is used to predict the timing of renewal/maintenance requirements in the Long-Term Financial Plan.

Assets are rated on a 1 (Near New) to 5 (Completely Failed) scale consistent with the IPWEA Condition Assessment & Asset Performance Guidelines

The intent of Council is not to undertake renewal on an asset until it reaches its 'Intervention Level'. That is, the condition at which the community has determined renewal is required based on the LOS analysis. Typically, assets are renewed between condition 3 and 4, ranging from fair to poor depending on their classification.

Table 4 outlines the rating scale and association with the remaining life percentages. These ratings are also applied to Long Term Renewal Planning.

Table 4: Intervention Levels

Condition Rating	Description	Remaining Life / CWDV (% of CRC)
1	Excellent condition: Only planned maintenance required.	100-80%
2	Very good: Minor maintenance required and planned maintenance.	80-60%
3	Good: Significant maintenance required.	60-40%
4	Fair: Significant renewal/upgrade required.	40-20%
5	Poor: Unserviceable.	20-0%

Each asset's condition is kept in the Water Asset Register and is maintained on a cyclic basis.

9 Operations

Operational activities are regular activities required to continuously provide Council services including inspections, electricity costs, fuel and overheads.

9.1 Asset Inspections

Inspections can be in the form of condition, compliance, operational, project etc. Asset Management principles focus on the condition inspections for programming and monitoring as other areas, staff and positions within Council are responsible for the delivery and reporting of other inspections associated with operations and delivery.

A full list of condition inspections is outlined in Council's internal inspection program

Above Ground Assets: Council currently undertakes inspections on its above ground assets. This condition inspection programme includes the above ground infrastructure for all asset classes.

Below Ground Assets: Due to the challenges with inspecting below ground assets, Council aims to inspect portions of these assets via camera at various intervals. The cost of inspections for underground assets is prohibitive.

Some of the condition inspections are summarised in the table below.

Table 5: Summary of inspections

Inspection	Frequency
Visual Inspection of all Above Ground Assets	Annually
Water Hydrants	Annually
Gas Chlorination Equipment	Annually
Water Valves	Triannually
Back Up Power Generators	Quarterly

Inspection	Frequency
Water Quality Monitoring Instruments	Quarterly
Safety Inspections	Annually
Condition inspection of failed asset	Per occurrence
Buildings	Annually
Road Network	Annually
Plant and Equipment	Daily (before use)
Security Fencing	Annually

All Assets are reviewed and recommended by external consultants during the revaluation period.

10 Maintenance

Maintenance Work is the regular on-going work that is necessary to ensure the asset is as near as practicable to an appropriate service condition, including regular ongoing day-to-day work necessary to keep assets functional, excluding rehabilitation. These activities are required to ensure that the asset reach their expected useful life with no addition to their existing useful life and typically increases as the asset ages. It includes work on an asset where a portion of the asset may fail and need repairs to make it operational again. It may be planned or reactive maintenance work, where works that are programmed, are cyclic in nature and reactive is not programmed and usually reactive such as storm damage or vandalism.

Maintenance may be classified as Planned, Reactive, Specific or Unplanned Maintenance.

Planned Maintenance

Planned Maintenance falls into three categories:

1. Periodic Maintenance – also known as routine maintenance necessary to ensure the reliability or to sustain the design life of an asset.
2. Predictive Maintenance – condition monitoring activities used to predict failure.
3. Preventive Maintenance – maintenance that can be initiated without routine or continuous checking and is not condition based.

Reactive Maintenance

Unplanned repair work that is carried out in response to service requests and management supervisory directions.

Specific Maintenance

Maintenance work to repair components or replace sub-components that need to be identified as a specific maintenance item in the maintenance planning.

Unplanned Maintenance

Corrective work required in the short-term to restore an asset to working condition so it can continue to deliver the required service or to maintain its level of security and integrity.

11 Capital

Capital Works encompass the acquisition activities involving the creation, renewal, upgrading, and disposal of assets within the planning period. This includes assets acquired through purchase, construction, or contributions. Expenditure is categorized into New, expanding the asset's capacity to serve new users at existing standards, Upgrade, enhancing an asset's capability or function, Renewal, restoring or replacing an asset to its original state without altering its design capacity based on remaining life estimates and condition assessments, and Disposal, which includes associated costs.

11.1 New / Upgrade / Expansion

New assets and upgrade/expansion of existing assets are identified from various sources such as community requests, proposals identified by strategic plans or partnerships with other organisations. Risk analysis of statutory regulatory requirements, business improvements are used to develop candidate proposals. These proposals are inspected and evaluated to verify need and to develop a preliminary renewal estimate. Verified proposals are ranked by priority and available funds and scheduled in future works programmes.

A detailed table of the ten year works program can be seen in Appendix A.

11.2 Capital Renewal Asset

Renewal expenditure is major work that restores, rehabilitates, or replaces an existing asset to its original capacity. Work over and above restoring an asset to original capacity is classed as an upgrade or expansion.

It is expenditure on an existing asset or on replacing an existing asset, which returns the service capability of the asset up to that which it had originally. It is periodically required expenditure, relatively large (material) in value compared with the value of the components or sub-components of the asset being renewed. Renewal activities allow the service to continue to be used after the original asset has reached the end of its useful life. As it reinstates existing service capacity, it generally has no impact on revenue, but may reduce future operating and maintenance expenditure if completed at the optimum time.

Assets requiring renewal are identified from estimates of remaining life and condition assessments. Assets that are scheduled for renewal are assessed to verify the remaining life/serviceability and to develop a preliminary renewal estimate. These assets are prioritised based on that assessment and available funds, then scheduled in future works programmes.

Assets requiring renewal are identified from one of three methods:

1. Method 1: Asset Register data is used to project the renewal costs for renewal years using acquisition year and useful life, or
2. Method 2: Capital renewal expenditure projections from external condition modelling systems
3. Method 3: Combination of average network renewals plus defect repairs

Method 1 is the primary method of renewal identification within Council, in conjunction with asset inspections and prioritisation based upon hierarchy and condition rating.

11.3 Renewal Standards

Renewal work is carried out in accordance with the relevant Standards and Specifications.

11.4 Summary of Projected Renewal Expenditure

A summary of projected renewal expenditure includes the following:

1. Projected future renewal expenditures are forecast to increase over time as the asset stock ages. The costs are summarised in Figure 5.
2. The projected capital renewal program is shown in Appendix A.

11.5 Asset Disposal

The Disposal lifecycle involves identifying costs associated with decommissioning assets when they are taken out of service. This includes activities such as selling, demolishing, or relocating assets. Assets rated in poor condition (Condition 5) with no recent community usage, and determined unnecessary through analysis and cost assessment, may be deemed redundant and recommended for disposal pending approval from the General Manager and Council. By conducting thorough asset evaluations, the Council identifies surplus or underutilized assets, such as excess land, which can generate revenue upon sale. Furthermore, selling such assets reduces ongoing maintenance costs, offering additional financial benefits to the Council.

12 Future Demand

New works encompass projects that either establish entirely new assets or enhance existing ones beyond their current capabilities. These initiatives may arise from factors such as growth, societal demands, regulatory requirements, or environmental considerations.

12.1 Demand Drivers

Demand drivers can be broadly divided into two categories:

- Demand for increased levels of service such as improvements to network capacity; and
- Increased costs from creation or acquisition of new assets.

12.2 Demand Forecast

ABS census data statements regarding demand within the shire can be seen below:

2016:

The 2016 Census data indicates that there were 6,451 people in Narromine (A) (Local Government Areas). Of these 49.9% were male and 50.1% were female. Aboriginal and/or Torres Strait Islander people made up 19.9% of the population.

2021:

The 2021 Census data indicates that there were 6,460 people in Narromine (A) (Local Government Areas). Of these 51% were male and 49 % were female. Aboriginal and/or Torres Strait Islander people made up 20.4% of the population, these results are shown in Table 6.

Table 6: Australian Bureau of Statistics Data

Town	Year	Value	Percentage Change	Population Value	Percentage Change
NSC	2016	2,897	-2.6%	6,541	-2.1%
NSC	2021	2,871	-0.9%	6460	-1.3%

12.2.1 Narromine

Narromine ABS study area experienced a small decline in population between the study in 2016 and the study of 2021 of 32 persons. It is expected that Narromine's future population growth will primarily occur in residential developments to the East and South of the township due to land availability. Narromine's total dwelling information is shown in Table 7.

Table 7: Total data for dwellings in Township of Narromine

Town	Year	Dwelling	%	Male	Female	Population	%
Narromine	2016	2,100	-1.1%	2,353	2,452	4,810	-2.7%
Narromine	2021	2,089	-0.5%	2,386	2,399	4,779	-0.7%

12.2.2 Trangie

Trangie ABS study area experienced a decline in population between the study in 2016 and the study of 2021 of 85 persons.

It is expected that Trangie's future population growth will primarily occur in residential developments to the West and East of the township. A summary of Trangie's data can be seen in Table 8.

Table 8: Total data for dwellings in Township of Trangie

Town	Year	Dwelling	%	Male	Female	Population	%
Trangie	2016	659	-1.4%	744	683	1425	1.3%
Trangie	2021	613	-7.5%	702	630	1340	-6.3%

12.2.3 Tomingley

Tomingley ABS study area experienced a decline in population between the study in 2016 and the study of 2021 of 36 persons. Tomingley's future population growth will primarily occur due to mining developments within the area due to the existing local gold mine. It is expected the township will grow in dwellings and population. A summary of Tomingley's data is shown in Table 9.

Table 9: Total data for dwellings in Township of Tomingley

Town	Year	Dwelling	%	Male	Female	Population	%
Tomingley	2016	138	-31.2%	171	134	306	-7.8%
Tomingley	2021	169	18.3%	184	156	342	10.5%

12.3 Anticipated Changes in Customer Expectations

Based on past experience, community expectations regarding quality, delivery, and cost-effectiveness of Council services tend to rise over time, especially in areas affecting risk. While specific data on community expectations for community service levels is limited over the duration of this Asset Management Plan, it is reasonable to anticipate that expectations will not diminish during this period.

12.4 Demand Impacts on Water Assets

A steady development growth across the local government area will lead to an increase in services by Council. Council must ensure they understand future service requirements to allow for continued service into the future.

12.5 Demand Management

Narromine Shire Council utilizes various techniques to effectively manage assets, including establishing a detailed hierarchy aligned with service levels and implementing a capital evaluation program. These strategies help allocate funds efficiently and mitigate risks associated with the management of major water assets.

13 Risk Management

Council is committed to a structured and systematic approach to the management of risk and has committed resources to the implementation of a Risk Management Program. This program aims to embed the principles of risk management in all aspects of Council's operations, which will ultimately:

- Increase the likelihood of Council achieving its objectives;
- Create an environment where all employees have a key role in managing risk;
- Encourage proactive management;
- Improve the identification of opportunities and threats;
- Improve stakeholder confidence and trust;
- Improve financial stability and minimise losses; and
- Improve organisational performance.

Council is committed to the identification, elimination and/or reduction of risks associated with hazards that arise throughout Council operations as far as reasonably practicable. To facilitate this process a Risk Management Plan has been developed.

14 Asset Monitoring

The Asset Improvement Plan aims to enhance our understanding and management of assets. It is designed to ensure continuous improvement in asset management processes and procedures, with clear mechanisms for monitoring and measuring progress. This plan is essential for maintaining a steady pace of improvement and ensuring that our asset management practices consistently move in the right direction, fostering ongoing enhancement in our operations.

14.1 Accounting/ Financial Systems

Council uses an application called Authority for its core Financial Management. The financial system is managed by Council's Finance and Corporate Strategy Department. Financial reporting is to follow the requirements of the Local Government Act 1993 and relevant Australian Accounting Standards.

14.2 Asset Management Information System (AMIS)

Council has installed an Asset Management System 'Authority' and 'REFLECT' with the following functionality:

- Asset Register;
- Capital Values;
- Defect Management;
- Customer Request Management;
- Asset capitalisation;
- Inspection/defect logging;
- Store dimension/ numeric data;
- Historic information about each assets condition, work and valuation;
- Valuation and depreciation;
- Condition or failure mode ratings;
- Maintenance management with periodic/cyclic scheduling; and
- Producing work order.

14.3 Telemetry

Telemetry systems are integral to modern asset management, enabling real-time monitoring and control of infrastructure. These systems continuously gather data such as pressure, flow rates, temperature, and water quality, facilitating immediate detection of anomalies like leaks or equipment malfunctions. Historical data analysis identifies trends, aiding in performance assessment and predictive maintenance models that forecast maintenance needs based on actual conditions rather than fixed schedules. Operational efficiency improves through adjustments in pump speeds and load distribution management. During emergencies, telemetry data supports swift decision-making and response coordination. Compliance and reporting benefit from detailed records that demonstrate regulatory adherence and support stakeholder communication. Integration of telemetry into Narromine Shire Council's Asset Management Plan enhances decision-making, reduces costs, improves service reliability, ensures compliance, and promotes sustainability, marking a strategic step towards operational excellence and long-term viability.

14.4 Geographical Information System (GIS)

Geographic Information System are integral to Asset Management, providing spatial analysis and visualisation capabilities that enhance the planning, operation and maintenance of infrastructure systems. GIS allows Asset Managers to:

- Asset Mapping and Inventory: enables the creation of detailed maps and inventories of infrastructure assets such as pipelines, valves, pumps, treatment facilities etc. These maps are precise geographic locations and attributes for each asset, facilitating efficient asset tracking and management
- Spatial Analysis and Planning: GIS allows for spatial analysis of asset data, identification of patterns, relationships and trends that are not apparent in non-spatial data.
- Risk Assessment and Management: Spatial data helps identify areas at risk from natural disasters, climate change or other and contributes to Risk assessment process. It also aids in the development of risk mitigation strategies and emergency response plans, ensuring the resilience and reliability of infrastructure systems.
- Maintenance and Operations: GIS supports the scheduling and management of maintenance activities by providing a spatial context for works orders, inspections and maintenance. It enables efficient routing and resource allocation for operational staff, reducing travel time and operational costs.
- Public Engagement and Transparency: Spatial Services can be used to create interactive maps and dashboards for public engagement, allowing stakeholders to view and understand infrastructure projects. It enhances transparency by providing accessible and comprehensible information about activities
- Regulatory Compliance and Reporting: GIS facilitates compliance with regulatory requirement by providing accurate and comprehensive spatial data for reporting and audits.

Integration of GIS into Asset Management Systems offers numerous benefits including, but not limited to, enhanced decision making, cost saving, improved service delivery, regulatory compliance and future sustainability of the infrastructure.

Council currently uses Intramaps and QGIS for its Geographic Information System.

14.5 Hydraulic Model – Water and Sewer

The use of hydraulic models in Asset Management is a critical component for optimising the performance, maintenance and expansion of water and sewer systems. These models simulate the behaviour of water flow within the infrastructure, providing valuable insights that support decision-making processes. The model serves several key functions within the Asset Management Framework:

- System Analysis and Design: this enables detailed analysis of current systems performance, identifying areas of inefficiency, capacity issues, and potential failure points.
- Development Analysis: when developers are undertaking design for future projects, the development model can be combined with the existing network and allow Engineers to analyse the impact within the current network
- Operational Optimisation
- Maintenance Planning
- Emergency Response Planning
- Compliance and Reporting

This data allows Engineers to better understand, make decisions, cost analyse, improve service reliability, regulatory compliance and formulate programs for Capital, Maintenance and Operational Programs.

Hydraulic Models in conjunction with Asset Management principals enhance the efficiency, reliability, and sustainability of wastewater systems. By leveraging the capabilities of this model, the organisation can better deliver and maintain its reputation with the customer base, the community of Narromine Shire Council.

14.6 Customer Request Management System (CRM)

Council currently operates a Customer Request Management System in "Authority". This system is used to track customer requests and issues. Workforce Planning and Training

Job specific training is identified during annual performance appraisals where relevant training requirements are discussed and included in a training plan.

Council currently has a succession strategy and is in progress of developing a position/skills matrix that is to be employed within its operations.

14.7 Performance Measures

The effectiveness of the asset management plan can be measured in the following ways:

- The degree to which the required cashflows identified in this asset management plan are incorporated into the organisation's Long Term Financial Plan and Community/Strategic Planning processes and documents.
- The degree to which the four (4) year detailed works programs, budgets, corporate business plans and organisational structures consider the 'global' works program trends provided by the asset management plan.
- Measurement of particulars associated with general inspections on a frequency base to measure the performance of the operations vs the AMP LOS. Reporting of the outcomes of these performance measures will be as required by the General Manager and Director of Infrastructure and Engineering Services
- Operational data in association with the Key Performance Measures
- Customer Request Management vs Operational delivery time

15 Financial Plan

Three key indicators of financial sustainability have been analyzed for the services provided within this asset category. These indicators include long-term lifecycle costs/expenditures and medium-term projected/budgeted expenditures over 5 and 10 years of the planning period.

15.1 Long Term Life Cycle Cost

Life cycle costs (or whole of life costs) are the average cost estimates that are required to sustain the service levels over the longest asset life. Life cycle costs include operations and maintenance expenditure and asset consumption (depreciation expense).

Life cycle costs estimates can be compared to life cycle expenditure to give an indicator of sustainability in service provision. Life cycle expenditure includes operations, maintenance and capital expenditure. Life cycle expenditure peaks and troughs will experience volatility

primarily due to the timing of the capital work due to the sharp increase of the costs associated with the work.

A shortfall between life cycle cost and life cycle expenditure is the life cycle gap. A positive gap indicates a surplus reserve and a negative gap indicated a gap in the reserve.

The life cycle costs, and life cycle expenditure estimates comparison highlights any difference between present outlays and the average cost of providing the service over the long term. If the life cycle expenditure is less than that life cycle cost, it is most likely that outlays will need to be increased or reductions in services made in the future.

Knowing the extent and timing of any required increase in outlays and the service consequences if funding is not available will assist organisations in providing services to their communities in a financially sustainable manner. This is the purpose of the Asset Management Plans and long-term financial plan including strategies that are required to attempt to bridge the gap associated, such as, but not limited to:

- Reduction in level of service for capital, maintenance or operational;
- Sale of disused assets;
- Grant funding;
- Increased revenue;
- Improved technology; and
- Reduction in service requirements, and so on.

Funding Strategy

Projected expenditure identified is to be funded from future operating and capital budgets from reserves and grant funding. The funding strategy is detailed in the organisation's 10 year long-term financial plan.

Key Assumptions made in Financial Forecasts

This section details the key assumptions made in presenting the information contained in this Asset Management Plan and in preparing forecasts of required operating and capital expenditure and asset values, depreciation expense and carrying amount estimates. It is presented, to enable readers to gain an understanding of the levels of confidence in the data behind the financial forecasts.

Key assumptions made in this Asset Management Plan are:

- Asset useful lives are achieved before they require replacement.
- Regulation does not require significant change to the operations.
- The operating environment (physical, demographic and technical) does not change significantly.
- Operating and maintenance averages and associated costs do not fluctuate substantially.
- All delivery requirements can be met within the allotted time.

16 Improvement Plan

The asset management improvement plans are shown in the appendices. The improvement plan is categorized by the following types:

- Legislative: compliance requirements
- Performance: development of existing asset principles associated performance of assets and staff
- Knowledge: based on improvement of asset knowledge base or development of existing asset knowledge base
- Service Focused: improvements associated with the development of services
- Skills: any skills associated with the improvement of Asset Management within the Organisation including operational asset management such as Human Resources.

16.1 Monitoring and Review Procedures

This asset management plan will be reviewed each year during budget preparation. It will be updated to reflect any significant changes in service levels or available resources resulting from budget decisions. Additionally, it aligns with the annual review of Strategic Planning for delivering water services under the NSW Water Supply Regulatory Framework

17 References

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A. Appendix A – Water Assets

Council's intention is to provide the residents in the townships of Narromine, Trangie and Tomingley with safe reticulated drinking water through infrastructure serviced and maintained to a level reflective of the community's expectations. The standard achieved must meet the requirements of statutory and regulatory bodies that regulate Drinking Water in NSW they. The NSW Department of Planning and Environment Water and NSW Department of Health. These systems must operate in a manner that is both functional, cost effective and sustainable.

Council's water assets currently have a Gross Carrying Value (GCV) of approximately \$33,620,000, as reported in the Financial Statements. The GCV represents the initial cost or replacement value of Council's asset. The Net Carrying Value (NCV), which accounts for depreciation over time, stands at \$26,022,000. Council's Water Asset class constitutes 6.60% of Council's total assets.

1. Water Supply Service

The water supply network comprises of the following major assets:

- Bores
- Trunk Supply Mains including valves and hydrants
- Treatment Plants
- Pumping Stations
- Service Reservoirs
- Reticulation network including vales and hydrants
- Water Services, including the water meter fleet.

A breakdown of the major water assets, within the Shire of Narromine, is given in Table 10.

Table 10: Breakdown of Major Water Assets

Asset Description	Unit of Measurement	Units	Average Asset Age (years)
Bores	Ea.	8	5
Storage Dam	Ea.	1	30
Trunk Main	Km	6	19
Treatment Plant	Ea.	2	13
Pumping Station	Ea.	1	36
Service Reservoir	Ea.	3	16
Reticulation Network (<150mm Dia.)	Km	119	20

While several assets have been renewed as part of an ongoing asset renewal or replacement program, some assets are nearing their end of theoretical useful life and will require replacement or renewal. Development pressures due to growth, puts further additional strain on existing assets.

2. Theoretical Useful Life

Useful life is the period over which an asset is expected to be available for use by an entity, shown in Table 11.

Table 11: Water Asset Assigned Useful Life

Asset Class	Asset Type	Asset Subtype	Component	Theoretical Useful Life (years)
Water Passive Asset	Water Main	UPVC	Pipework	120
Water Passive Asset	Water Node	Sluice Valve	Sluice Valve	80
Water Passive Asset	Water Main	AC	Pipework	80
Water Passive Asset	Water Main	CICL	Pipework	140
Water Passive Asset	Water Main	Copper	Pipework	100
Water Passive Asset	Water Main	DICL	Pipework	140
Water Passive Asset	Water Main	FRC	Pipework	140
Water Passive Asset	Water Main	Gal	Pipework	30
Water Passive Asset	Water Main	GRP	Pipework	100
Water Passive Asset	Water Main	MSCL	Pipework	140
Water Passive Asset	Water Main	PE	Pipework	100
Water Passive Asset	Water Meters	Water Meter	Water Meter	7
Water Passive Asset	Water Services	Water Service	Water Service	40
Water Passive Asset	Water Node	Air Valve	Air Valve	90
Water Passive Asset	Water Node	Altitude Valve	Altitude Valve	90
Water Passive Asset	Water Node	Backflow Prevention	Backflow Prevention	90
Water Passive Asset	Water Node	Ball Valve	Ball Valve	30
Water Passive Asset	Water Node	Blank Cap	Blank Cap	90
Water Passive Asset	Water Node	Butterfly Valve	Butterfly Valve	40
Water Passive Asset	Water Node	Gate Valve	Gate Valve	90
Water Passive Asset	Water Node	Hydrant	Hydrant	90
Water Passive Asset	Water Node	Non-Return Valve	Non-Return Valve	30
Water Passive Asset	Water Node	Other	Other	90
Water Passive Asset	Water Node	Reducer	Reducer	90
Water Passive Asset	Water Node	RPZ	RPZ	20
Water Passive Asset	Water Node	Scour Valve	Scour Valve	90
Water Passive Asset	Water Node	Stop Valve	Stop Valve	90

3. Key Performance Measures

Key Performance Measures (KPMs) derived from the Strategic Business Plan (2013) initially encompassed statutory regulated water quality and agreed customer service levels. Changes in regulations in 2022 necessitated adjustments to these standards, now integrated into the annual IP&R review process. Council is currently finalizing the IWCM Strategic Planning review, inclusive of community input on these Performance Measures, transitioning from the Strategic Business Plan to an annual strategic planning review. While some KPMs are operational, they retain classification as Asset delivery indicators.

Table 12: Key Performance Measures - Water Assets

DESCRIPTION	UNIT of Measure	TARGET
AVAILABILITY OF SUPPLY		
Quantity Available		
• Domestic Peak Day	L/tenement/ day	<5,000
• Domestic Annual	kL/tenement / year	< 215
• Total Annual Average Consumption	ML/yr	<660
• Total Peak Daily Consumption	L/tenement/day	<5,000
WATER FOR FIRE FIGHTING:		
• Availability from hydrants at minimum flow rates at determined by LG Regulations and NSW Fire and Rescue and relevant Australian Standards and Plumbing Code	% Urban Area Serviced	100%
PRESSURE:		
• Minimum pressure at the water meter when delivering 0.1L/sec	Meters Head	> 12 for 90% of Properties
CONSUMPTION RESTRICTIONS		
• Long run proportion of time with water restrictions applied	%	<5%
• Average frequency of restriction events		<1 event per 3 years
• Supply capacity during of normal worst recorded drought demand	% of Normal Demand	90%
WATER QUALITY (POTABLE WATER) Compliance with 2022NHMRC & NRMCC Australian Drinking Water Quality Guidelines including Health Based Targets		
Physical parameters	%	100
Chemical parameters	%	100

DESCRIPTION	UNIT of Measure	TARGET
Faecal coliforms	%	100
MICROBIOLOGICAL PARAMETERS		
• E-coliforms	Mean	< 1
	CFU/100m1	
• Sampling frequency	Samples/wk./ zone	1
PHYSICAL-CHEMICAL PARAMETERS:		
• pH	Unit	6.5 — 8.5
• Colour	HU	<15 Hazen Units
• Turbidity	NTU	< 2.0
• Fluoride	mg/L	<1.5 mg/L
• Free available chlorine (WTP)	mg/L	1.3 to 2.5mg/L
• Free available chlorine (Reticulation)	mg/L	0.2 — 1.3 mg/L
• Iron	mg/L	< 0.3 mg/L
• Manganese	mg/L	<0.5 mg/L
RESPONSE TIME TO CUSTOMER COMPLAINTS OF SUPPLY FAILURE		
Priority 1: failure to maintain continuity or quality of supply to a large number of customers or to a critical use at a critical time		
• During working hours	Minutes	60
• Out of working hours	Minutes	120
Priority 2: failure to maintain continuity or quality to a critical use at a non-critical time		
• During working hours	Minutes	180
• Out of working hours	Minutes	240

DESCRIPTION	UNIT of Measure	TARGET
Priority 3: failure to maintain continuity or quality of supply to a single customer		
Priority 4: a minor problem or complaint that can be dealt with at a mutually convenient time		
CUSTOMER COMPLAINTS & GENERAL INQUIRIES i.e. complaints other than a supply failure		
• Written complaints or enquiries: 95% response time	Working Days	10
• Personal complaints or enquiries: 95% response time	Working Days	1
SPECIAL CUSTOMERS		
• Specific service levels and associated charges will be negotiated with customers on an individual basis.		

Reporting to the NSW Health Department and DPE-Water on these KPMs is mandatory and is done via the Drinking Water Management System Annual Report and the DPE-Water Annual Performance Monitoring Report. In each case it is carried out as follows:

1. *Drinking Water Management Report:* This outlines Council's Drinking Water Management System implementation, outcomes and drinking water performance and management of agreed critical control limits at specific points in each system for each calendar year.
2. *DPE-Annual Performance Management Report:* This substantive report is compiled and lodged every financial year. It details all aspects of the operations, finance, maintenance and performance of Councils assets and the delivery of Water and Sewer services to the community. Data from this report is also reported to federal government via the Bureau of Meteorology

Table 13: Asset Management Improvement Plan - Water Assets

#	Type	Task	Priority	Expected Completion
1	Legislative	Revaluation of Assets	1	2025/26
2	Performance	Review Renewal of all Assets	1	Ongoing
3	Knowledge	Update Asset Register	3	Ongoing
4	Knowledge	Finalise Maintenance Program	2	Ongoing
5	Knowledge	Input Maintenance Program into AMS	2	2024/25
6	Performance	Maintain Levels of Service	3	Ongoing
7	Knowledge	Develop 10 Year Plans	3	Ongoing
8	Performance	Review Inspection Procedures	2	Ongoing
9	Knowledge	Update Attributes in AMS	3	Ongoing
10	Service Focus	Review Levels of Service	2	In progress
11	Service Focus	LOS Performance Measurement	1	Ongoing
12	Skills	Development of an Operational Staff skills matrix	2	2024/25
13	Performance	Risk Management Plan for Water Assets	1	Complete and Ongoing
14	Performance	Align AMP with Business Continuity Plan	5	As required
15	Legislative	Review of existing inspections program and compliance with Legislation	1	2024/25
16	Knowledge	Link Assets in AIMS to the GIS system	4	2024/25
17	Knowledge	Determine and input income of Infrastructure into the AMP to determine Return on Asset (ROA)	4	Complete
18	Knowledge	Hydraulic Model completion	1	2024/25
19	Knowledge	REFLECT Defect Management System completion	1	2024/25

4. Appendix A: Ten Year Capital Works Program

WATER INFRASTRUCTURE	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE RENEWAL										
NETWORK MAINS REPLACEMENT	202,155	212,263	212,263	212,263	212,263	212,263	212,263	212,263	212,263	212,263
AUTOMATED METER READING				62,688	62,688	62,688	62,688	62,688	62,688	62,688
HARRIS STREET TRANGIE MAIN REPLACEMENT	67,980									
DRINKING WATER RESERVOIR REHAVILITATION			320,000	550,000						
TELEMETRY CAPITAL RENEWAL PROGRAM									600,000	
LIFE CYCLE RENEWAL MINOR										
WATER QUALITY ONLINE MONITORING SYSTEM	27,825									
NEW ACQUISITIONS										
RELOCATION AND INSTALLATION OF FORMER DUFFY STREET GENERATOR AT TOMINGLEY WTP	15,000	30,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
NEW TANK AT TOMINGLEY	100,000									
INSTALLATION OF SMART WATER METER RECEIVER IN TOMINGLEY	15,000									
COMMUNICATIONS UPGRADE TOMINGLEY	12,000									
NORTHERN ZONE BOOSTER PUMP STATION	200,000									
RELOCATION OF NARROMINE STANDPIPES		150,000								
CONCEPT AND DETAILED DESIGN OF NARROMINE WTP	300,000	700,000								
CONCEPT AND DETAILED DESIGN OF NARROMINE RISING MAIN (SECONDARY WATER SUPPLY)		300,000								
NEW WATER TREATMENT PLANT – NARROMINE										
NEW RESERVOIR – NARROMINE										
NEW RIVER OFFTAKE - NARROMINE										

B. Appendix B – Sewerage Assets

Narromine Shire Council provides essential sewerage services to the communities of Narromine and Trangie through a comprehensive sewerage collection network. Unlike Narromine and Trangie, Tomingley relies on localised septic tanks due to the absence of a sewerage service. As of the latest financial reporting period, the Council's Sewerage Network Asset Class holds a Gross Carrying Value (GCV) of \$35,744,000 and a Net Carrying Value (NCV) of \$27,786,000, accounting for 7.22% of Council's total assets.

The AMP is currently undergoing review in alignment with Council's Integrated Water Cycle Management (IWCM) Plan update. Upon completion and Council's acceptance of the revised IWCM, which includes stakeholder consultation and detailed financial analyses, this AMP will be updated to reflect strategic initiatives aimed at enhancing sewerage infrastructure reliability, efficiency, and sustainability across the Shire.

1. Sewerage Services

Narromine Shire Council supplies sewerage services to the township of Narromine and Trangie only.

The supply of sustainable sewerage services is critical to community and environmental health. It is critical that systems do not deteriorate to a level where community or environmental health is at risk or compromised.

In summary, the sewerage collection network comprises of the following major assets:

- Sewer Trunk Mains;
- Sewer Collection Mains;
- Sewer Manholes
- Sewer Rising Mains;
- Pump stations; and
- Treatment Plants.

A breakdown of the major sewerage assets, within Narromine Shire, is given in the table below.

Table 14: Breakdown of Major Sewerage Assets

Asset Description	Unit of Measurement	Units	Average Asset Age (years)
Sewer trunk mains	Km	3,317	17
Sewer collection mains	Km	41,120	20
Sewer rising mains	Km	4,906	22
Sewer pump stations	Ea.	15	5
Sewer manholes	Ea.	620	35
Sewer Treatment plants	Ea.	2	35

As part of Council's ongoing program to renew or replace assets, many of these have already been upgraded. However, some assets are approaching the end of their expected useful life and will soon need to be replaced or renewed. The pressure from development and growth is further straining these existing assets.

2. Theoretical Useful Life

Useful life is the period over which an asset is expected to be available for use by an entity, shown in the table below.

Table 15: Sewerage Asset Assigned Useful Life

Asset Class	Asset Type	Asset Subtype	Component	Theoretical Useful Life (years)
Sewer Passive Asset	Gravity Main	UPVC	Pipework	120
Sewer Passive Asset	Manhole	1050	Structure	85
Sewer Passive Asset	Rising Main	DICL	Pipework	140
Sewer Passive Asset	Sewer Point	Air Valve	Air Valve	70
Sewer Passive Asset	Gravity Main	AC	Pipework	85
Sewer Passive Asset	Gravity Main	CICL	Pipework	140
Sewer Passive Asset	Gravity Main	DICL	Pipework	140
Sewer Passive Asset	Gravity Main	MSCL	Pipework	140
Sewer Passive Asset	Gravity Main	PE	Pipework	100
Sewer Passive Asset	Gravity Main	RCP	Pipework	85
Sewer Passive Asset	Gravity Main	VC	Pipework	120
Sewer Passive Asset	Manhole	1200	Structure	85
Sewer Passive Asset	Manhole	1500	Structure	85
Sewer Passive Asset	Manhole	900	Structure	85
Sewer Passive Asset	Rising Main	AC	Pipework	85
Sewer Passive Asset	Rising Main	CICL	Pipework	140
Sewer Passive Asset	Rising Main	GRP	Pipework	140
Sewer Passive Asset	Rising Main	MSCL	Pipework	140
Sewer Passive Asset	Rising Main	MS	Pipework	140
Sewer Passive Asset	Rising Main	PE	Pipework	100
Sewer Passive Asset	Rising Main	UPVC	Pipework	120
Sewer Passive Asset	Sewer Point	Inspection Riser	Inspection Riser	85
Sewer Passive Asset	Sewer Point	Manhole Circular - Concrete - Precast	Manhole Circular - Concrete - Precast	100
Sewer Passive Asset	Sewer Point	Scour Valve	Scour Valve	70
Sewer Passive Asset	Sewer Point	Stop Valve	Stop Valve	70

3. Key Performance Measures

Key Performance Measures (KPM's) based on condition have been developed by considering both environmental, health and safety, and infrastructure capabilities. The KPM's are to be reviewed to align with the Technical LOS and the Strategies identified in the CSP that support the outcomes identified in Levels of Service section of this document.

Table 16: Key Performance Measures - Sewerage Assets

DESCRIPTION	UNIT	LEVEL OF SERVICE TARGET
AVAILABILITY OF SERVICE:		
• Connections for Domestic Sewage		Available to all houses, units of business in the defined service area
• Trade waste acceptance		In accordance with approval conditions for each discharge
UNCONTROLLED, UNEXPECTED SERVICE INTERRUPTION		
• Public Property - sensitive areas e.g. main street, hospitals or schools	Frequency	< 2 per year
• Public Property - other areas	Frequency	< 5 per 10km main per year
95th PERCENTILE RESPONSE TIMES TO SYSTEM FAULTS		
<i>Defined as the elapsed time to once staff have been informed of failure.</i>		
Priority 1: (failure to contain sewage within the sewer system or any problem affecting a critical user at a critical time)		
Response time:		
• Working hours	Minutes	60
• After Hours	Minutes	180
Priority 2: Minor failure to contain sewage within the sewer system or any problem affecting a critical user at a non-critical time		
Response time:		
• Working hours	Minutes	180
• After Hours	Minutes	240
Priority 3: Minor failure to contain sewage affecting a single property or as bad odours		
Response time	minutes	180
RESPONSE TIMES TO CUSTOMER COMPLAINTS AND INQUIRIES OF A GENERAL NATURE		
<i>Defined as a minor operational problem, complaint or enquiry that can be addressed at a mutually convenient time.</i>		
• Time to advise customer of intended action.	Working Days	Respond to 95% of written complaints within 10 working days
	Working Days	Respond to 95% of written complaints within 2 working days

ODOURS / VECTORS		
• Number of incidents annually that result in complaints		<2
IMPACT OF STP ON SURROUNDING RESIDENTS		
• Max noise level above background noise	dB	<5

Table 17: Asset Management Improvement Plan - Sewer Assets

#	Type	Task	Priority	Expected Completion
1	Legislative	Revaluation of Assets	1	2025/26
2	Performance	Review Renewal of all Assets	1	Ongoing
3	Knowledge	Update Asset Register	3	Ongoing
4	Knowledge	Finalise Maintenance Program	2	Ongoing
5	Knowledge	Input Maintenance Program into AMS	2	2024/25
6	Performance	Maintain Levels of Service	3	Ongoing
7	Knowledge	Develop 10 Year Plans	3	Ongoing
8	Performance	Review Inspection Procedures	2	Complete
9	Knowledge	Update Attributes in AMS	3	Ongoing
10	Service Focus	Review Levels of Service	2	In progress
11	Service Focus	LOS Performance Measurement	1	Ongoing
12	Skills	Development of an Operational Staff skills matrix	2	2024/25
13	Performance	Risk Management Plan for Sewer Assets	1	Ongoing
14	Performance	Align AMP with Business Continuity Plan	5	As required
15	Legislative	Review of existing inspections program and compliance with Legislation	1	2024/25
16	Knowledge	Link Assets in AIMS to the GIS system	4	2024/25
17	Knowledge	Determine and input income of Infrastructure into the AMP to determine Return on Asset (ROA)	4	Complete
18	Knowledge	Hydraulic Model completion	1	2024/25
19	Knowledge	REFLECT Defect Management System completion	1	2024/25

4. Ten Year Capital Works Program – Sewerage Assets

SEWERAGE INFRASTRUCTURE	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE RENEWAL										
TELEMETRY HIGH END SERVER, DRIVES AND SOFTWARE	\$20,000							\$25,335		
MINOR CAPITAL WORKS	\$24,487	\$25,222	\$25,978	\$26,758	\$27,561	\$28,387	\$29,239	\$30,116	\$31,020	\$31,020
LIFE CYCLE RENEWAL MAJOR										
NEW SWITCH BOARDS - NARROMINE	\$240,000	\$240,000								
SEWER MAIN REPLACEMENT - RELINING POGRAM		\$640,042							\$640,042	
NEW ACQUISITIONS										
NARROMINE HEAD OF WORKS AND TANKERED WASTE RECEIVAL STATION		\$ 400,000	\$ 400,000							
TRANGIE SPS 4 MAJOR UPGRADE	\$60,000									
NARROMINE NEW PS AND RISING MAINS (SPS1)		\$ 124,886								
TRANGIE SEWER TREATMENT PLANT CAPITAL UPGRADE	\$247,774									

C. Appendix C – Waste Assets

Council aims to deliver waste services in the Shire through infrastructure that meets community expectations, ensuring functionality and cost-effectiveness. As of June 30, 2023, the waste services infrastructure holds a Gross Carrying Value (GCV) of approximately \$983,254 (excluding plant). The GCV reflects the initial cost or replacement value of the assets to Council. The Net Carrying Value (NCV) of these assets, accounting for depreciation, stands at \$356,879. The Waste Asset Class constitutes 0.10% of Council's total assets.

1. Waste Services

Narromine Shire Council supplies waste services to the township of Narromine, Trangie and Tomingley. The supply of waste services is critical to community and environmental health. It is critical that systems do not deteriorate to a level where community or environmental health is at risk or compromised. The Waste Services comprises of the following major assets:

- Buildings;
- Internal Roads;
- Security devices such as fencing, CCTV;
- Access Management;
- Signage; and
- Plant & Equipment

A breakdown of the major sewerage assets, within Narromine Shire, is given in the table below.

Table 18: Breakdown of Major Waste Assets

Asset Description	Unit of Measurement	Units	Average Asset Age (years)
Buildings	Ea	6.0	30
Internal Roads	Km	1.10	10
Fencing	Km	1.80	10
Buildings	Ea	6.0	30

While a number of assets have been renewed as part of an ongoing asset renewal or replacement program, some assets are nearing its end of theoretical useful life and will require replacement or renewal. Development pressures due to growth, further puts additional strain on existing assets.

2. Theoretical Useful Life

Useful life is the period over which an asset is expected to be available for use by an entity, shown in the table below.

Table 19: Waste Asset Assigned Useful Life

Asset Class	Component	Useful Life
Buildings	Sub-structure	50
Buildings	Super structure	50
Buildings	Finishes	15
Buildings	Fittings	10
Buildings	Services	25
Buildings	Finishes	9
Internal Road	Formation	100
Internal Road	Pavement	20
Internal Road	Wearing Surface	15
Fencing	External Chain Fence	50

3. Key Performance Measures

Key Performance Measures (KPM's) have been developed by considering environmental, health and safety, operational and infrastructure capabilities. The KPM's are to be reviewed to align with the Technical LOS and the Strategies identified in Levels of Service section of this document.

Table 20: Key Performance Measures – Waste Assets

Key Performance Measure	Capability Consideration	Level of Service Objective	Performance Measure Process	Desired Level of Service	Current Level of Service	Predicted Level of Service (4 years)	Current Performance Measure
Community Levels of Service							
Quality	Environmental / Health & Safety	Rubbish is collected without spillage or damage to property	Customer Service requests	<2 complaints per quarter	Satisfactory	Excellent to Good	TBD
Function	Health & Safety	Rubbish is collected to schedule	Customer requests relating to missed collection	Zero reported incidences	Satisfactory	Excellent to Good	TBD
Safety	Health & Safety	Service is safe and free from hazards	Reported accidents	Zero reported accidents	Satisfactory	Excellent to Good	TBD
Technical Levels of Service							
Condition	Health & Safety	Machinery is reliable and well maintained	Machine availability	100% compliance with schedule	Satisfactory	Excellent to Good	TBD
Accessibility	Infrastructure	Provision of waste collection	Percentage of properties unable to be collected due to accessibility	99.9% compliance	Satisfactory	Excellent to Good	TBD
Cost Effectiveness	Operational	Provide service in cost effective manner	Budget compliance	Expenses within budget	Satisfactory	Excellent to Good	TBD

Key Performance Measure	Capability Consideration	Level of Service Objective	Performance Measure Process	Desired Level of Service	Current Level of Service	Predicted Level of Service (4 years)	Current Performance Measure
Safety	Health & Safety	Ensure facilities (Landfill) are safe	Regular safety audits carried out, action customer request within 5 working days	Safety inspections – Clear of contaminants, objects that could cause injury	Satisfactory	Excellent to Good	TBD

Table 21: Asset Management Improvement Plan - Waste Assets

#	Type	Task	Priority	Expected Completion
1	Legislative	Revaluation of Assets	1	2026/27
2	Performance	Review Renewal of all Assets	1	2024/25
3	Knowledge	Update Asset Register	3	Ongoing
4	Knowledge	Finalise Maintenance Program	2	2024/25
5	Knowledge	Input Maintenance Program into AMS	2	2024/25
6	Performance	Maintain Levels of Service	3	Ongoing
7	Knowledge	Develop 10 Year Plans	3	Ongoing
8	Performance	Review Inspection Procedures	2	Complete
9	Knowledge	Update Attributes in AMS	3	Ongoing
10	Service Focus	Review Levels of Service	2	2022/23
11	Service Focus	LOS Performance Measurement	1	Ongoing
12	Skills	Development of an Operational Staff skills matrix	2	2024/25
13	Performance	Risk Management Plan for Water Assets	1	Ongoing
14	Performance	Align AMP with Business Continuity Plan	5	As required
15	Legislative	Review of existing inspections program and compliance with Legislation	1	2024/25
16	Knowledge	Link Assets in AIMS to the GIS system	4	2024/25
17	Knowledge	Review Narromine Waste Strategy	1	2024/25
18	Knowledge	REFLECT Defect Management System completion	1	2024/25

4. Ten Year Capital Works Program – Waste Assets

	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE CAPITAL										
NARROMINE										
35405 - Narromine Waste Depot Buildings - - General Capital Repairs			\$11,255		\$11,941		\$12,668		\$13,439	
35384 - Narromine Waste Depot Road - Reseal								\$13,798		
35384 - Narromine Waste Depot Road - Pavement - Gravel Resheet					\$5,970					
35389 - Narromine Waste Depot Security - CCTV - Upgrade	\$102,830					\$6,149				
35389 - Narromine Waste Depot Security - Fencing - Upgrade	\$50,000									\$13,439
TRANGIE										
35417 - Trangie Waste Depot Buildings - Capital Repairs				\$14,100					\$16,346	
35412 - Trangie Waste Depot Road - Pavement - Gravel Resheet								\$6,922		
35427 - Trangie Waste Depot Security - CCTV - Upgrade				\$5,796					\$6,720	

35427 - Trangie Waste Depot Security - Fencing - Upgrade										\$6,720
TOMINGLEY										
35476 - Tomingley Waste Depot Road - Pavement - Gravel Resheet	\$50,000		\$3,377					\$3,914		
Tomingley Waste Depot Security - Fencing - Upgrade									\$9,980	

	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
NEW, ACQUISITION AND/OR UPGRADE										
NARROMINE										
Fencing, lighting, security & hard stand for return and earn										
Skip Bin Purchase				\$ 13,911				\$15,657		
Office & Amenities		\$104,750								
Cyclic Signage Management									\$ 6,720	
Fencing Night Soil Paddock		\$ 53,316								
Trash Screen Mobile Plant								\$24,725		
Shed Extension			\$ 47,450							
Hard Stand				\$101,593						
Irrigation Upgrade	\$ 36,850					\$ 45,321				

Fire Fighting Tanks incl. Pumps and Sprays	\$32,862									
New Meals Room Facilities	\$60,000									
Trees for Perimeter										
Slashing Attachment for Bobcat								\$9,786		
Truck Wash Road and Drainage Modifications										
Transfer Station Design										
Transfer Station Rehabilitation						\$750,000				
TRANGIE										
Purchase Mobile Generator			\$1,688							
Irrigation Upgrade						\$24,597				
Trees for Perimeter										\$6,720
Cyclic Signage Management									\$6,720	
Transfer Station Design	\$25,000									
Transfer Station Rehabilitation		\$250,000								

D. Appendix D – Aerodrome Assets

Council manages Aerodrome Infrastructure and Services through the Narromine Aerodrome located in the township of Narromine. As of June 30, 2023, the Narromine Aerodrome holds a Gross Carrying Value (GCV) of approximately \$20,606,000. The GCV signifies the initial cost or replacement value of Council's assets. The Net Carrying Value (NCV), accounting for depreciation, amounts to \$5,139,000. The Aerodrome Asset Class constitutes 1.14% of Council's total assets.

1. Aerodrome Services

Narromine Shire Council provides aerodrome infrastructure and services exclusively to the township of Narromine. The aerodrome features two major runways that serve nearby industrial and residential estates. In 2021, the Council resolved to dispose of the local airstrip in Trangie. The provision of aerodrome services is crucial for the community's connectivity and economic activities. Maintaining these systems at a high operational standard is essential to ensure the safety and reliability of services for all users.

The aerodrome services comprise of the following major assets:

- Taxiways
- Aprons
- Runways
- Footpaths
- Furniture
- Navigation Aids
- Security Devices
- Buildings
- Plant & Equipment
- Water reticulation main

A breakdown of the major aerodrome assets, within Narromine Shire, is given in the table below.

Table 22: Breakdown of Major aerodrome Assets

Asset Description	Unit of Measurement	Units	Average Asset Age (years)
Runway	km	3,108	7
Taxiway	km	1,935	27
Apron	m ²	29,515	40
Footpath	m	193	10
Buildings	ea.	13	20

While a number of assets have been renewed as part of an ongoing asset renewal or replacement program, some assets are nearing its end of theoretical useful life and will require replacement or renewal. Development pressures due to growth, further puts additional strain on existing assets.

2. Theoretical Useful Life

Useful life is the period over which an asset is expected to be available for use by an entity, shown in the table below.

Table 23: Aerodrome Asset Assigned Useful Life

Asset Class	Asset Type	Asset Subtype	Useful Life Max
Aerodrome	Runway	Formation	100
Aerodrome	Runway	Pavement	50
Aerodrome	Runway	Wearing Surface	15
Aerodrome	Runway	Linemarking	5
Aerodrome	Taxiway	Formation	100
Aerodrome	Taxiway	Pavement	50
Aerodrome	Taxiway	Wearing Surface	15
Aerodrome	Taxiway	Linemarking	5
Aerodrome	Apron	Formation	100
Aerodrome	Apron	Pavement	50
Aerodrome	Apron	Wearing Surface	15
Aerodrome	Apron	Linemarking	5
Aerodrome	Signage		10
Aerodrome	Navigations Aids		10
Aerodrome	Lighting System		30
Aerodrome	Fencing		40
Aerodrome	Footpath		80

3. Key Performance Measures

Key Performance Measures (KPM's) have been developed by considering environmental, health and safety, operational and infrastructure capabilities. The KPM's are to be reviewed to align with the Technical LOS and the Strategies identified in Levels of Service section of this document.

Table 24: Key Performance Measures – Aerodrome Assets

Key Performance Measures	Capability Considerations	Level of Service Objective	Performance Measure Process	Desired Level of Service	Current Level of Service	Predicted Level of Services (4 Years)	Current Performance Measures
COMMUNITY LEVELS OF SERVICE							
Quality	Environmental / Health & Safety	Aerodrome meets CASA and user expectations requirements	User complaints	Less than three per year	Good	Excellent to Good	Less than four per year
Function	Operational / Health & Safety	Aerodrome is serviceable and accessible to aircraft	User complaints	Nil	Excellent	Excellent to Good	Nil
Safety	Health & Safety	Hazards on the movement area are minimised or, where possible, eliminated	Aircraft incidents or aerodrome serviceability deficiency	Less than five per year	Excellent	Excellent to Good	Less than five per year
	Health & Safety	Incursions onto airside area	NSC Aerodrome Vehicle Control Policy	Less than three per year	Good	Excellent to Good	Less than five per year
TECHNICAL LEVELS OF SERVICE							
Condition	Operational	Aerodrome meets CASA and user expectations requirements	CASA aerodrome audit	Requests for Corrective Action less than 3	Excellent	Excellent to Good	Audit findings addressed as per Corrective Action Plan and Requests for Corrective Action less than 1

Key Performance Measures	Capability Considerations	Level of Service Objective	Performance Measure Process	Desired Level of Service	Current Level of Service	Predicted Level of Services (4 Years)	Current Performance Measures
	Health & Safety	Loose stones and surface texture of sealed surfaces on movement area	Visual and tactile assessment	Satisfactory surface texture and loose stone count	Average	Excellent to Good	Loose stone count is above average
Amenity	Operational	Maintenance of remainder of airside area outside movement area	Mowing conducted as required to minimise animal hazard	Nil complaints received and nil record of bird strikes	Excellent	Excellent to Good	Nil complaints received and nil record of bird strikes
Cost Effectiveness	Operational	Provide appropriate aerodrome facilities commensurate with level of use and value to the community	Avg. Maintenance cost per year is \$184,000 (Narromine)	On or Under budget	Excellent	Excellent to Good	On Budget
	Operational	Provide an aerodrome that meets the current and foreseeable needs of users in line with community expectations and available resources.	Users and community agree with resources allocated to aerodrome	Less than 10 complaints per year	Excellent	Excellent to Good	5-8 complaints per year

Table 25: Asset Management Improvement Plan - Aerodrome Assets

#	Type	Task	Priority	Expected Completion
1	Legislative	Revaluation of Assets	1	2023/24
2	Performance	Review Renewal of all Assets	1	2024/25
3	Knowledge	Update Asset Register	3	Ongoing
4	Knowledge	Finalise Maintenance Program	2	2024/25
5	Knowledge	Input Maintenance Program into AMS	2	2024/25
6	Performance	Maintain Levels of Service	3	Ongoing
7	Knowledge	Develop 10 Year Plans	3	Ongoing
8	Performance	Review Inspection Procedures	2	Complete
9	Knowledge	Update Attributes in AMS	3	Ongoing
10	Service Focus	Review Levels of Service	2	Complete
11	Service Focus	LOS Performance Measurement	1	Ongoing
12	Skills	Development of an Operational Staff skills matrix	2	2024/25
13	Performance	Risk Management Plan for Aerodrome Assets	1	Ongoing
14	Performance	Align AMP with Business Continuity Plan	5	As required
15	Legislative	Review of existing inspections program and compliance with Legislation	1	2024/25
16	Knowledge	Link Assets in AMS to the GIS system	4	2024/25
17	Knowledge	Review of the Aerodrome Manual to meet CASA standards	1	2024/25

4. Ten Year Capital Works Program – Aerodrome Assets

	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
CAPITAL LIFE CYCLE										
Runway 11/29 - Wearing Surface - Reseal				\$560,602						
Runway 11/29 - Line Marking - Line Renewal				\$3,169						
Runway 04/22 - Wearing Surface - Reseal						\$422,345				
Runway 04/22 - Line Marking - Line Renewal						\$1,088				
Taxiway A - Wearing Surface - Reseal								\$19,669		
Taxiway A - Line Marking - Line Renewal										
Taxiway B - Wearing Surface - Reseal								\$19,878		
Taxiway B - Line Marking - Line Renewal										
Taxiway D - Wearing Surface - Reseal								\$68,305		
Taxiway D - Line Marking - Line Renewal										
Apron - Wearing Surface - Reseal										\$185,072
Apron - Line Marking - Line Renewal										
Taxiway C - Wearing Surface - Reseal									\$13,103	
Taxiway C - Line Marking - Line Renewal									\$132	
Taxiway E - Wearing Surface - Reseal									\$6,048	

Taxiway E - Line Marking - Line Renewal									\$60	
Aeroclub Car Park - Wearing Surface - Reseal									\$7,257	
Aeroclub Car Park - Line Marking - Line Renewal									\$60	
Internal Roads - Wearing Surface - Reseal									\$16,127	
Internal Roads - Line Marking - Line Renewal									\$403	

	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
NEW, ACQUISITION AND/OR UPGRADE										
New Gravel Taxi-way										
Tree Removal										
Additional Cable Tie Downs										
Old Hangar Slab Removal		\$63,258								
Irrigation & Landscaping - Aerodrome Entrance			\$100,578							
Irrigation & Landscaping - Other Public Area				\$69,394						
Additional Grass Runway						\$85,937				
Irrigation of Grassed Runway						\$60,210				
Glider Trailer Parking Area Development							\$46,686			
Crack Sealing Program			\$112,551			\$122,987			\$134,392	

E. Appendix E – Community and Recreational Facilities Assets

Narromine Shire Council plays a vital role in providing essential community and recreational facilities, including pools, sporting complexes, community halls, and showgrounds. These facilities are integral to fostering community engagement, promoting health and well-being, and supporting local events and activities. As of June 30, 2023, Council's Recreation and Community Services sector has a Gross Carrying Value (GCV) of approximately \$19,720,963, with a Net Carrying Value (NCV) of \$12,139,142, constituting 3.68% of Council's total assets. This Asset Management Plan (AMP) outlines strategic initiatives to effectively manage and enhance these assets, ensuring they continue to meet community expectations and contribute positively to the Shire's vibrant community life and recreational opportunities.

1. Community and Recreational Services

Narromine Shire Council supplies recreational and community facilities infrastructure and services to the townships of Narromine, Trangie and Tomingley.

In Narromine, Trangie and Tomingley, there are currently a wide range of facilities open to the public which include parks, ovals, sports complexes, race courses and showgrounds to name a few. The supply of recreational and community facilities services is critical to the community especially in terms of public health and wellbeing. It is critical that systems do not deteriorate to a level where community users are at risk or compromised.

In summary, the recreational and community facilities comprise of the following major assets:

- Cemeteries
- Sports Complex
- Parks
- Ovals
- Gardens
- Sports Grounds
- Swimming Pools
- Showgrounds

A breakdown of the major recreational assets, within Narromine Shire, is given in the table below.

Table 26: Breakdown of Major community and recreational Assets

Asset Description	Unit of Measurement	Units	Average Asset Age (Years)
Cemeteries	Ea.	2	NA
Sports Complex	Ea.	1	35
Parks	Ea.	13	NA
Ovals (excl. Sporting Ovals)	Ea.	3	NA
Sports Grounds	Ea.	2	NA
Swimming Pools	Ea.	2	2
Showgrounds	Ea.	2	20

While a number of assets have been renewed as part of an ongoing asset renewal or replacement program, some assets are nearing its end of theoretical useful life and will require replacement or renewal. Development pressures due to growth, further puts additional strain on existing assets.

2. Theoretical Useful Life

Useful life is the period over which an asset is expected to be available for use by an entity, shown in the table below.

Table 27: Recreational Asset Assigned Useful Life

Asset Class	Sub-Asset Class	Component	Theoretical Useful Life
Recreational & Community Facilities	Buildings	Sub-structure	50
Recreational & Community Facilities	Buildings	Super structure	50
Recreational & Community Facilities	Buildings	Finishes	15
Recreational & Community Facilities	Buildings	Fittings	10
Recreational & Community Facilities	Buildings	Services	25
Recreational & Community Facilities	Buildings	Finishes	9
Recreational & Community Facilities	Internal Road	Formation	100
Recreational & Community Facilities	Internal Road	Pavement	20
Recreational & Community Facilities	Internal Road	Wearing Surface	15
Recreational & Community Facilities	Fencing	External Chain Fence	50
Recreational & Community Facilities	Play Equipment		25
Recreational & Community Facilities	Furniture	BBQ	5
Recreational & Community Facilities	Furniture	Benching	25
Recreational & Community Facilities	Pumps		20
Recreational & Community Facilities	Pool Liner		50
Recreational & Community Facilities	Culverts		50
Recreational & Community Facilities	Artificial Turf		5
Recreational & Community Facilities	Shade Structure		10
Recreational & Community Facilities	Protective Coating of Surface		20
Recreational & Community Facilities	Basketball Ring		20

3. Key Performance Measures

Key Performance Measures (KPM's) have been developed by considering environmental, health and safety, operational and infrastructure capabilities. The KPM's are to be reviewed to align with the Technical LOS and the Strategies identified in Levels of Service section of this document.

Table 28: Key Performance Measures – Recreational Assets

Key Performance Measure	Capability Consideration	Level of Service Objective	Performance Measure Process	Desired Level of Service	Current Level of Service	Predicted Level of Service (4 years)	Current Performance Measures
COMMUNITY LEVELS OF SERVICE							
Quality	Operational	Provide clean accessible well-maintained recreational services	Customer services requests/complaints, customer surveys	<5 complaints per month	Satisfactory	Excellent to Good	TBD
Function	Operational / Health & Safety	Recreation Facilities are fit for purpose, meet users' requirements & industry standards	Customer service requests/complaints, customer surveys	< 2 complaints per month	Satisfactory	Excellent to Good	TBD
Safety	Health & Safety	Provide safe suitable facilities, free from hazards	Reported accidents	Zero reported accidents	Satisfactory	Excellent to Good	TBD
TECHNICAL LEVELS OF SERVICE							
Condition	Operational	Recreation Facilities functionality is not compromised by condition	Regular condition inspections	Allocate appropriate funding and resources	Satisfactory	Excellent to Good	TBD

Function /Accessibility	Operational	Legislative compliance	Provide access and service for all user groups	100% compliance	Satisfactory	Excellent to Good	TBD
Cost Effectiveness	Operational	Provide service in cost effective manner	Budget compliance	Expenses within budget	Satisfactory	Excellent to Good	TBD
Safety	Health & Safety	Ensure facilities are safe	Regular safety audits carried out, action customer request within 5 working days	Safety inspections – electrical tagging/testing as per standards, Legislative audit. – Safety inspection, 6 months/annually -Defects repaired within approved timeframes	Satisfactory/Ongoing	Excellent to Good	TBD

Table 29: Asset Management Improvement Plan – Recreational and Community Assets

#	Type	Task	Priority	Expected Completion
1	Legislative	Revaluation of Assets	1	2025/26
2	Performance	Review Renewal of all Assets	1	2024/25
3	Knowledge	Update Asset Register	3	Ongoing
4	Knowledge	Finalise Maintenance Program	2	Ongoing
5	Knowledge	Input Maintenance Program into AMS	2	2024/25
6	Performance	Maintain Levels of Service	3	Ongoing
7	Knowledge	Develop 10 Year Plans	3	Ongoing
8	Performance	Review Inspection Procedures	2	Ongoing
9	Knowledge	Update Attributes in AMS	3	Ongoing
10	Service Focus	Review Levels of Service	2	Ongoing
11	Service Focus	LOS Performance Measurement	1	Ongoing
12	Skills	Development of an Operational Staff skills matrix	2	2024/25
13	Performance	Risk Management Plan for Recreational & Community Facilities Assets	1	Ongoing
14	Performance	Align AMP with Business Continuity Plan	5	As required
15	Legislative	Review of existing inspections program and compliance with Legislation	1	2024/25
16	Knowledge	Link Assets in AIMS to the GIS system	4	2024/25
17	Knowledge	Determine and input income of Infrastructure into the AMP to determine Return on Asset (ROA)	4	2024/25
18	Knowledge	Develop Master Plan for Dundas Park/Payton Oval	1	In Progress
19	Knowledge	REFLECT Defect Management System completion	1	2024/25

4. Ten Year Capital Works Program – Recreational and Community Assets

PLAYGROUND EQUIPMENT	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE CAPITAL COSTS										
NARROMINE										
Argonauts Park - Playground Equipment - REPLACEMENT / REHABILITATION				\$23,185						
Commodore Park - Playground Equipment - REPLACEMENT / REHABILITATION					\$17,911					
McKinnon Park - Playground Equipment - REPLACEMENT / REHABILITATION						\$24,597				
Pool Upgrade Works - Fencing, Benches & Seating, Entrance Landscaping	\$88,161									
Rotary Park Playgrounds - Playground Equipment - REPLACEMENT / REHABILITATION										\$26,879
TRANGIE										
Argonauts Park Playground - Playground Equipment - REPLACEMENT / REHABILITATION							\$25,335			

Bicentennial Park Playground - Playground Equipment - REPLACEMENT / REHABILITATION									\$26,878	
Dandaloo Street - Public Toilets Screening (Section 7.12 Contributions)	\$5,000									

PLAYGROUND SURFACE REPLACEMENT	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE CAPITAL COSTS										
NARROMINE										
Argonauts Park - Playground Surface - REPLACEMENT / REHABILITATION										\$3,361
Fowler Engine Restoration	\$5,000	\$5,000	\$5,000	\$5,000						
Commodore Park - Playground Surface - REPLACEMENT / REHABILITATION					\$2,985				\$3,360	
Dundas Park - Playground Surface - REPLACEMENT / REHABILITATION	\$13,659	\$13,659				\$15,373				
McKinnon Park - Playground Surface - REPLACEMENT / REHABILITATION			\$4,221				\$4,750			
Rotary - Endurance Equipment Surface - REPLACEMENT / REHABILITATION				\$7,245				\$8,155		
Rotary - Strength Equipment Surface - REPLACEMENT / REHABILITATION					\$1,194				\$1,344	\$1,345

Rotary Park - Playground Equipment Surface - REPLACEMENT / REHABILITATION										
Apex Park - Basketball Court Surface - REPLACEMENT / REHABILITATION					\$71,643					
Apex Park - Netball Court Surface - REPLACEMENT / REHABILITATION					\$193,436					
TRANGIE										
Argonauts Park - Playground Surface - REPLACEMENT / REHABILITATION					\$14,329					
Swift Park - Playground Surface - REPLACEMENT / REHABILITATION					\$14,329					
TOMINGLEY										
Dicken Park - Surface - REPLACEMENT / REHABILITATION					\$9,314					
Eric Woods - Surface - REPLACEMENT / REHABILITATION										

SPORTS GROUND FACILITIES	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE CAPITAL COSTS										
NARROMINE										
Argonauts Park - TABLES & CHAIRS - REPLACEMENT / REHABILITATION										\$2,689
Argonauts Park - SIGNAGE - REPLACEMENT / REHABILITATION									\$2,688	
Commodore Park - TABLES & CHAIRS - REPLACEMENT / REHABILITATION									\$4,032	
Dundas Park - SIGNAGE - REPLACEMENT / REHABILITATION									\$2,688	
McKinnon Park - TABLES & CHAIRS - REPLACEMENT / REHABILITATION				\$3,478						
McKinnon Park - SIGNAGE - REPLACEMENT / REHABILITATION									\$2,688	
Rotary Park - FENCING - REPLACEMENT / REHABILITATION										\$2,689

Rotary Park - SIGNAGE - REPLACEMENT / REHABILITATION									\$2,688	
Noel Powell Oval - LIGHTING - REPLACEMENT / REHABILITATION							\$40,537			
Noel Powell Oval - FENCING - REPLACEMENT / REHABILITATION										\$2,689
Noel Powell Oval - SIGNAGE - REPLACEMENT / REHABILITATION									\$2,688.00	
Cale Oval - LIGHTING - REPLACEMENT / REHABILITATION						\$39,356				
Cale Oval - SIGNAGE - REPLACEMENT / REHABILITATION									\$2,688	
Dundas Oval - TABLES & CHAIRS - REPLACEMENT / REHABILITATION				\$3,478						
Dundas Oval - FENCING - REPLACEMENT / REHABILITATION				\$23,185						
Dundas Oval - SIGNAGE - REPLACEMENT / REHABILITATION									\$2,688	
Payten Oval - TABLES & CHAIRS - REPLACEMENT / REHABILITATION			\$3,377							

Payten Oval - LIGHTING - REPLACEMENT / 5 REHABILITATION									\$43,005	
Payten Oval - FENCING - REPLACEMENT / REHABILITATION					\$29,851					
Payten Oval - SIGNAGE - REPLACEMENT / REHABILITATION									\$2,688	
Olsen Park - FENCING - REPLACEMENT / REHABILITATION									\$26,878	
Main Street & Other - TABLES & CHAIRS - REPLACEMENT / REHABILITATION		\$3,278								
Main Street & Other - SIGNAGE - REPLACEMENT / REHABILITATION									\$2,688	
TRANGIE										
Argonauts Park - TABLES & CHAIRS - REPLACEMENT / REHABILITATION								\$3,914		
Argonauts Park - FENCING - REPLACEMENT / REHABILITATION	\$21,855	\$21,855								
Main Street & Other - FENCING - REPLACEMENT / REHABILITATION									\$26,878	

ACQUISITION, NEW AND/OR OTHER CAPITAL WORKS										
NARROMINE										
BIN UPGRADES					\$5,970				\$6,720	

	1	2	3	4	5	6	7	8	9	10
CEMETERY UPGRADES	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE CAPITAL COSTS										
NARROMINE										
TOILET UPGRADE	\$11,746									
BABY GRAVE UPGRADE	\$25,000									
HEADSTONE SLABS	\$6,000		\$6,000		\$6,000		\$6,000		\$6,000	
TRANGIE										
HEADSTONE SLABS		\$6,000		\$6,000		\$6,000		\$6,000		
LANDSCAPE AND UPGRADES	\$15,000									

F. Appendix F – Transport Assets

Narromine Shire Council is committed to providing the community with reliable and well-maintained transport infrastructure that meets community expectations while remaining functional and cost-effective. As of June 30, 2023, the Council's Transport Network boasts a substantial Gross Carrying Value (GCV) of approximately \$310,877,346. The GCV reflects the initial cost or replacement value of Council's transport assets. With a Net Carrying Value (NCV) of \$242,155,754, constituting 66.80% of Council's total assets, the Transport Network Asset Class forms a cornerstone of Council's infrastructure portfolio. This Asset Management Plan outlines strategic priorities and initiatives aimed at effectively managing and enhancing the transport network.

By prioritizing sustainability, innovation, and community-centric service delivery, the AMP ensures that our transport infrastructure continues to support economic vitality, connectivity, and the quality of life for residents and businesses across the Shire.

1. Transport Asset Services

Narromine Shire Council supplies transport infrastructure and services to the entire shire council with regional, rural and urban road networks and associated infrastructure such as bridges, rural drainage, floodway's, signage, footpath etc.

The supply of transport services is critical to the community. It is critical that systems do not deteriorate to a level where community users are at risk or safety compromised.

The transport services comprise of the following major assets:

- Road Formation
- Road Pavement
- Road Seal/ Wearing Course
- Floodways
- Roadside furniture such as signage, guideposts, barriers, etc.
- Footpaths
- Bridges and Large Culverts
- Car Parks

A breakdown of the major recreational assets, within Narromine Shire, is given in the table below.

Table 30: Breakdown of Major Transport Assets

Asset Description	Unit of Measurement	Units	Average Asset Age (Years)
Road Formation	Km	1,574	NA
Road Pavement	Km	1,186	20
Road Seal	Km	819	15
Floodway's	Km	49.80	11
Footpath	Km	20.66	22
Bridges incl. Large Culverts	Ea.	52	30

While a number of assets have been renewed as part of an ongoing asset renewal or replacement program, some assets are nearing its end of theoretical useful life and will require replacement or renewal. Development pressures due to growth, further puts additional strain on existing assets.

2. Theoretical Useful Life

Useful life is the period over which an asset is expected to be available for use by an entity, shown in the table below.

Table 31: Transport Asset Assigned Useful Life

Description	Material	Theoretical Useful Life
Footpath	Gravel	50
Footpath	Reinforced Concrete	50
Hand railing	Steel	20
Pedestrian Crossing Linemarking	Thermoplastic	10
Median	Reinforced Concrete	50
Crash Barrier	Reinforced Concrete	50
Bus Shelter	Steel	30
Guard Railing	Steel	30
Signage	Steel	5
Longitudinal, Transverse Linemarking	Water Based Paint	5
Wearing Surfacing	Bitumen Surfacing	10
Wearing Surface	Asphalt	20
Pavement	Select Fill	20
Pavement	DGB20	20
Pavement	DGS40	20
Formation	Soil	100
Superstructure	Reinforced Concrete	100
Abutments	Reinforced Concrete	100
Substructure	Reinforced Concrete	100

3. Key Performance Measures

Key Performance Measures (KPM's) have been developed by considering environmental, health and safety, operational and infrastructure capabilities. The KPM's are to be reviewed to align with the Technical LOS and the Strategies identified in Levels of Service section of this document.

Table 32: Key Performance Measures – Transport Assets

Key Performance Measure	Capability Considerations	Level of Service Objective	Performance Measure Process	Desired Level of Service	Current Level of Service	Predicted Level of Services (4 Years)	Current Performance Measures
COMMUNITY LEVELS OF SERVICE							
Quality	Operational	Construct a road to the design standards and guidelines adopted	Customer Service request	<10 requests per month	Needs improvement	Excellent to Good	TBD
Function	Infrastructure	Ensure the requirements for travel time and availability	Customer service request relating to travel time and road conditions availability	95% compliance	Satisfactory	Excellent to Good	TBD
Safety	Health & Safety	Ensure roads are safe, free from hazards as best reasonably practicable	Limit the number injury accidents /incidents	< 10 reported accidents per annual	Satisfactory	Excellent to Good	TBD
TECHNICAL LEVELS OF SERVICE							
Condition	Infrastructure / Operational	Provide a road that meets the minimum condition adopted	Sealed and unsealed condition inspections	Inspections as per Inspection Manual	Satisfactory	Excellent to Good	TBD
Function /Accessibility	Infrastructure	Legislative compliance	Provide access and service for all user groups	100% compliance	Satisfactory	Excellent to Good	TBD
Cost Effectiveness	Operational	Provide service in cost effective manner	Budget compliance	Expenses within budget	Satisfactory	Excellent to Good	TBD

Safety	Health & Safety	Ensure safe roads, free from hazards as best reasonably practicable	Regular safety audits carried out, action customer request within 10 working days	Safety inspections – carried out monthly	Satisfactory /Ongoing	Excellent to Good	TBD
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Table 33: Asset Management Improvement Plan – Transport Assets

#	Type	Task	Priority	Expected Completion
1	Legislative	Revaluation of Assets	1	2023/24
2	Performance	Review Renewal of all Assets	1	2024/25
3	Knowledge	Update Asset Register	3	Ongoing
4	Knowledge	Finalise Maintenance Program	2	Ongoing
5	Knowledge	Input Maintenance Program into AMS	2	2024/25
6	Performance	Maintain Levels of Service	3	Ongoing
7	Knowledge	Develop 10 Year Plans	3	Ongoing
8	Performance	Review Inspection Procedures	2	Complete
9	Knowledge	Update Attributes in AMS	3	Ongoing
10	Service Focus	Review Levels of Service	2	Complete (AMS)
11	Service Focus	LOS Performance Measurement	1	Ongoing
12	Skills	Development of an Operational Staff skills matrix	2	2024/25
13	Performance	Risk Management Plan for Transport Assets	1	Ongoing
14	Performance	Align AMP with Business Continuity Plan	5	As required
15	Legislative	Review of existing inspections program and compliance with Legislation	1	2024/25
16	Knowledge	Link Assets in AIMS to the GIS system	4	2024/25
17	Knowledge	Determine and input income of Infrastructure into the AMP to determine Return on Asset (ROA)	4	2024/25
18	Performance	Update the Roads Manual/Strategy to align with current practice	1	Complete
19	Knowledge	RETINA Vision to REFLECT Integration	1	2024/25

4. Ten Year Capital Works Program – Transport Assets

RURAL ROAD RESEAL RENEWAL	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
Rural Road Reseal Program		652,966	672,555	692,732	713,514	734,920	756,967	779,676	803,067	827,159

RURAL ROAD RENEWAL PROGRAM RENEWAL	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
Gravel Resheet Program		382,454	393,928	405,746	417,918	430,456	443,370	456,671	470,371	484,482
Rural Culvert Replacement Program	116,699	120,200	123,806	127,520	131,346	135,286	139,345	143,525	147,831	152,265
Rural Guard Rails Replacement and Upgrades	200,000									

REGIONAL ROAD RESEAL PROGRAM RENEWAL	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
Regional Road Reseal Program		424,360	437,091	450,204	463,710	477,621	491,950	506,708	521,909	537,566

REGIONAL ROAD REPAIR GRANT NEW, ACQUISITION AND/OR UPGRADE	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
Capital Upgrade Program		400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Gainsborough – Tomingley Int – Road Upgrade	814,729									

	1	2	3	4	5	6	7	8	9	10
URBAN ROAD RESEALS	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
NEW, ACQUISITION AND/OR UPGRADE										
Narromine		95,481	98,345	101,296	104,335	107,465	110,689	114,009	117,430	120952.9
Trangie		42,436	43,709	45,020	46,371	47,762	49,195	50,671	52,191	53756.73
Tomingley		17,552	18,078	18,620	19,179	19,754	20,347	20,957	21,586	22233.58
	1	2	3	4	5	6	7	8	9	10
FOOTPATHS	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
NEW, ACQUISITION AND/OR UPGRADE										
Narromine	377,351	93,281	96,079	98,961	101,930	104,988	108,138	111,382	114,724	118165.7
Trangie	43,963	46,640	48,039	49,480	50,965	52,494	54,069	55,691	57,362	59082.86
Tomingley	14,654	15,546	16,013	16,493	16,988	17,498	18,023	18,563	19,120	19693.6

	1	2	3	4	5	6	7	8	9	10
BRIDGES (OPERATIONAL)	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
NEW, ACQUISITION AND/OR UPGRADE										
Bridge Strategy Capital Program	250,000	0	0	0	0	0	0	0	0	0
Annual Bridges Maintenance Program	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000

	1	2	3	4	5	6	7	8	9	10
RESHEET AND RESEAL ALL RURAL AND REGIONAL ROADS	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
NEW, ACQUISITION AND/OR UPGRADE										
Rural and Urban Road Capital Program	3,360,500	0	0	0	0	0	0	0	0	0

OTHER GRANTS	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
RENEWALS										
Betterment Improvement Funding – Various Roads	2,121,351									
Upgrade of Bus Stops	15,000									
Resources for Regions Round 9 - Road Resheeting & Sealing Across the Shire	982,197									

G. Appendix G – Building Assets

Narromine Shire Council oversees a diverse portfolio of buildings critical to community services and operations, with a current Gross Carrying Value (GCV) of approximately \$61,294,412 as of June 30, 2023. The GCV signifies the initial cost or replacement value of Council's building assets. With a Net Carrying Value (NCV) of \$28,727,459, constituting 5.70% of Council's total assets, the Building Asset Class plays a pivotal role in supporting essential municipal functions and public services. The AMP ensures that Council buildings continue to meet the evolving needs of the community while maximizing their long-term value and functionality.

1. Building Asset Services

Narromine Shire Council provides building infrastructure and services to the township of Narromine, Trangie and Tomingley.

The supply of building services is critical to the community. It is critical that systems do not deteriorate to a level where community users are at risk or compromised.

Council's Building assets comprise of the following major components:

- Civic Buildings
- Community Buildings
- Recreation Buildings
- Public Amenities / Storage
- Leased Buildings
- Other equipment

A breakdown of the major building assets, within Narromine Shire, is given in the table below.

Table 34: Breakdown of Major building Assets

Asset Description	Unit of Measurement	Units	Average Asset Age (Years)
Civic Buildings	Ea.	17	30
Community Buildings	Ea.	31	30
Recreational Buildings	Ea.	56	20
Public Amenities / Storage	Ea.	18	30

While a number of assets have been renewed as part of an ongoing asset renewal or replacement program, some assets are nearing its end of theoretical useful life and will require replacement or renewal. Development pressures due to growth, further puts additional strain on existing assets.

2. Theoretical Useful Life

Useful life is the period over which an asset is expected to be available for use by an entity, shown in the table below.

Table 35: Building Asset Assigned Useful Life

Asset Class	Component	Useful Life
Buildings	Sub-structure	50.00
Buildings	Super structure	50.00
Buildings	Finishes	15.00
Buildings	Fittings	10.00
Buildings	Services	25.00

3. Key Performance Measures

Key Performance Measures (KPM's) have been developed by considering environmental, health and safety, operational and infrastructure capabilities. The KPM's are to be reviewed to align with the Technical LOS and the Strategies identified in Levels of Service section of this document.

Table 36: Key Performance Measures – Building Assets

Key Performance Measure	Capability Considerations	Level of Service Objective	Performance Measure Process	Desired Level of Service	Current Level of Service	Predicted Level of Services (4 Years)	Current Performance Measures
COMMUNITY LEVELS OF SERVICE							
Quality	Operational	Provide clean accessible well-maintained facility	Customer services requests/complaints, customer surveys	<5 complaints per year/per building	Satisfactory	Excellent to Good	TBD
Function	Infrastructure	Facilities are fit for purpose, meet users' requirements & industry regulatory standards	Customer service requests/complaints, customer surveys	< 3 complaints per year/per building	Satisfactory	Excellent to Good	TBD
Safety	Health & Safety	Ensure facilities are safe	Reported accidents	Zero reported accidents	Satisfactory	Excellent to Good	TBD
TECHNICAL LEVELS OF SERVICE							
Condition	Operational	Building/Office equipment / Furniture & Fittings/ Other Equipment functionality is not compromised by condition	Regular condition inspections	Allocate appropriate funding and resources	Satisfactory	Excellent to Good	TBD

Key Performance Measure	Capability Considerations	Level of Service Objective	Performance Measure Process	Desired Level of Service	Current Level of Service	Predicted Level of Services (4 Years)	Current Performance Measures
Function / Accessibility	Health & Safety / Operational	Legislative compliance	Provide access and service for all user groups	100% compliance	Satisfactory	Excellent to Good	TBD
Cost Effectiveness	Operational	Provide service in cost effective manner	Budget compliance	Expenses within budget	Satisfactory	Excellent to Good	TBD
Safety	Health & Safety	Ensure facilities are safe	Regular safety audits carried out, action customer request within 5 working days	Safety inspections: <ul style="list-style-type: none"> - Electrical tagging/testing as per standards, Legislative audit. - Safety inspection, 6 months/annually - Defects repaired within approved timeframes 	Satisfactory/ Ongoing	Excellent to Good	TBD

Table 37: Asset Management Improvement Plan – Building Assets

#	Type	Task	Priority	Expected Completion
1	Legislative	Revaluation of Assets	1	2025/26
2	Performance	Review Renewal of all Assets	1	2024/25
3	Knowledge	Update Asset Register	3	Ongoing
4	Knowledge	Finalise Maintenance Program	2	2024/25
5	Knowledge	Input Maintenance Program into AMS	2	2024/25
6	Performance	Maintain Levels of Service	3	Ongoing
7	Knowledge	Develop 10 Year Plans	3	Ongoing
8	Performance	Review Inspection Procedures	2	Complete
9	Knowledge	Update Attributes in AMS	3	Ongoing
10	Service Focus	Review Levels of Service	2	2024/25
11	Service Focus	LOS Performance Measurement	1	Ongoing
12	Skills	Development of an Operational Staff skills matrix	2	2023/24
13	Performance	Risk Management Plan for Buildings Assets	1	Ongoing
14	Performance	Align AMP with Business Continuity Plan	5	As required
15	Legislative	Review of existing inspections program and compliance with Legislation	1	2024/25
16	Knowledge	Link Assets in AIMS to the GIS system	4	2024/25
17	Knowledge	Determine and input income of Infrastructure into the AMP to determine Return on Asset (ROA)	4	Complete

4. Ten Year Capital Works Program – Building Assets

COMMUNITY BUILDINGS	1	2	3	4	5	6	7	8	9	10
	2024/25	2024/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE CAPITAL COSTS										
NARROMINE										
Narromine, Waste Facility, Staff Room - INTERNAL WALLS & ROOFING - REHAB / REPLACEMENT									6,720	
Narromine, Waste Facility, Staff Room - INTERNAL FLOORING - REHAB / REPLACEMENT									6,720	
CALE OVAL - CLUB HOUSE, GRANDSTAND & FACILITIES										
NEW TENNIS COURT CLUBHOUSE										
NARROMINE ANIMAL SHELTER										
Shire - Mungery Hall Upgrade (CAP 023)	278,964									
ELECTRICITY CAPITAL UPGRADE PROGRAM										
EQUIPMENT CAPITAL UPGRADE PROGRAM		2,185.45		2,319		2,460		2,610		
SECURITY & SAFETY SYSTEMS CAPITAL UPGRADE PROGRAM			2,251		2,388		2,534		2,688	
Aeroclub - STRUCTURE - UPGRADES										
Aeroclub - INTERNAL - UPGRADES		316,512								

TRANGIE										
AIR CONDITIONING CAPITAL UPGRADE PROGRAM										
ELECTRICITY CAPITAL UPGRADE PROGRAM										
EQUIPMENT CAPITAL UPGRADE PROGRAM		2,185		2,319		24,560		2,610		
SECURITY & SAFETY SYSTEMS CAPITAL UPGRADE PROGRAM			2,251.02		2,388		2,534		2,688	

	1	2	3	4	5	6	7	8	9	10
CIVIC BUILDINGS	2024/25	2024/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE CAPITAL COSTS										
NARROMINE										
Council Chamber - ROOF - RENEWAL / REHAB										
Council Chamber - FLOORING - RENEWAL / REHAB									65,222	
Council Chamber - INTERNAL WALLS & ROOFING - RENEWAL / REHAB									40,317	
Council Chamber – Amenities										
Council Chamber - FIXTURES - RENEWAL / REHAB										
Council Chamber - FENCING - RENEWAL / REHAB										
Administration Buildings - ROOF - RENEWAL / REHAB	18,000		9,701							
Administration Buildings - FLOORING - RENEWAL / REHAB									40,317	

Administration Buildings - INTERNAL WALLS & ROOFING - RENEWAL / REHAB									40,317	
Administration Buildings - FIXTURES - RENEWAL / REHAB			15,417							
Administration Buildings - FENCING - RENEWAL / REHAB										
Council Chamber Rear Shed - INTERNAL WALLS & ROOFING & ROOFING - RENEWAL / REHAB										
Council Chamber Rear Shed) - FLOORING - RENEWAL / REHAB										
CAPITAL ACQUISITION, NEW AND/OR UPGRADE										
Council Chamber - REAR SHED FLOORING	20,000									
AIR CONDITIONING CAPITAL UPGRADE PROGRAM										
ELECTRICITY CAPITAL UPGRADE PROGRAM										
EQUIPMENT CAPITAL UPGRADE PROGRAM		2,185		2,318		2,459		2,609		
SECURITY & SAFETY SYSTEMS CAPITAL UPGRADE PROGRAM			2,251		2,388		2,533		2,687	
Administration Buildings - EXTERNAL WALLS - UPGRADE			29,848							
Administration Buildings - MODIFICATIONS TO BUILDING - UPGRADE										

NARROMINE DEPOT	1	2	3	4	5	6	7	8	9	10
	2024/25	2024/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE CAPITAL COSTS										
NARROMINE										
28328 - NARROMINE DEPOT WORKSHOP (147.981106, -32.032811) - INTERNAL FITTINGS - RENEWAL / REHAB			20,600		20,600					
NARROMINE DEPOT (147.981106, -32.032811) - WEARING SURFACE - RENEWAL / REHAB									23,185	
NARROMINE DEPOT – Improved Storage, Automated Gates, Awning, Generator, Switchboard	80,000									
NARROMINE DEPOT (147.981106, -32.032811) - LINE MARKING - RENEWAL / REHAB								25,000		
TRANGIE										
28501 - TRANGIE DEPOT (147.981106, -32.032811) - INTERNAL FITTINGS - RENEWAL / REHAB										
28501 - TRANGIE DEPOT (147.981106, -32.032811) - WEARING SURFACE - RENEWAL / REHAB									10,000	

CAPITAL ACQUISITION, NEW AND/OR UPGRADE										
NARROMINE										
AIR CONDITIONING CAPITAL UPGRADE PROGRAM								39,393		
ELECTRICITY CAPITAL UPGRADE PROGRAM										
EQUIPMENT CAPITAL UPGRADE PROGRAM							25,860			
SECURITY & SAFETY SYSTEMS CAPITAL UPGRADE PROGRAM		15,000								
STORE OFFICE UPGRADE										
STORES UPGRADE										
SKILLION ROOFING NARROMINE DEPOT										
TRANGIE										
DEPOT BUILDING UPGRADES										30,000
DEPOT PARKING FLOORING UPGRADES										
AIR CONDITIONING CAPITAL UPGRADE PROGRAM										
ELECTRICITY CAPITAL UPGRADE PROGRAM										
EQUIPMENT CAPITAL UPGRADE PROGRAM										
SECURITY & SAFETY SYSTEMS CAPITAL UPGRADE PROGRAM										

LIBRARY	1	2	3	4	5	6	7	8	9	10
	2024/25	2024/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE CAPITAL COSTS										
NARROMINE										
Narromine, Narromine Library Extension	180,000									
Source Funding										
Council										
Grant										
TRANGIE										
Trangie, Trangie Library Extension	220,000				31,941					
CAPITAL ACQUISITION, NEW AND/OR UPGRADE										
AIR CONDITIONING CAPITAL UPGRADE PROGRAM				5,796						
ELECTRICITY CAPITAL UPGRADE PROGRAM										
EQUIPMENT CAPITAL UPGRADE PROGRAM		2,185		2,319		2,460		2,610		2,767
SECURITY & SAFETY SYSTEMS CAPITAL UPGRADE PROGRAM			2,251		2,388		2,534		2,688	

	1	2	3	4	5	6	7	8	9	10
MEDICAL CENTRE	2024/25	2024/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
CAPITAL ACQUISITION, NEW AND/OR UPGRADE										
Narromine										
AIR CONDITIONING CAPITAL UPGRADE PROGRAM										
ELECTRICITY CAPITAL UPGRADE PROGRAM										
EQUIPMENT CAPITAL UPGRADE PROGRAM		2,185		2,318		2,459		2,609		2,767
SECURITY & SAFETY SYSTEMS CAPITAL UPGRADE PROGRAM			2,251		2,388		2,533		2,687	
Trangie										
AIR CONDITIONING CAPITAL UPGRADE PROGRAM										
ELECTRICITY CAPITAL UPGRADE PROGRAM										
EQUIPMENT CAPITAL UPGRADE PROGRAM		2,185		2,318		2,459		2,609		
SECURITY & SAFETY SYSTEMS CAPITAL UPGRADE PROGRAM			2,251		2,388		2,533		2,687	

H. Appendix H – Drainage Assets

Council provides urban drainage services across the Narromine, Trangie and Tomingley communities through the drainage collection network and rural road culverts.

The drainage network had a Gross Carrying Value (GCV) of approximately \$27,385,146 on the 30th June 2023, as reflected in the Financial Statements Note C1-7 Infrastructure, Property, Plant and Equipment.

This plan assists Council in the decision-making process and is presented at a high level to provide key information that can be used in determining the levels of service, program scheduling and funding requirements etc.

1. Drainage Asset Services

Narromine Shire Council plays a crucial role in providing drainage services essential to the communities of Narromine, Trangie, and Tomingley. In Narromine, the urban stormwater catchment area comprises eight separate sub-catchments, each draining to individual outlets and natural detention basins, as detailed in the Narromine Stormwater Management Strategy. Conversely, Trangie features two urban sub-catchments connected by a single underground pipe network, with minimal elevation from the highest point to the catchment outlet, outlined in the Trangie Drainage Strategy. These drainage services are vital for community health, environmental sustainability, and asset protection. It is imperative that these systems are maintained to prevent any deterioration that could jeopardize community and environmental well-being or compromise critical assets.

As of June 30, 2023, Council's Drainage Network Asset Class holds a Gross Carrying Value (GCV) of \$27,385,146 and a Net Carrying Value (NCV) of \$16,817,111, constituting 4.67% of Council's total assets. This AMP outlines strategic priorities and initiatives to effectively manage and enhance the drainage network, ensuring resilience, sustainability, and continued service reliability for the benefit of our communities and environment.

In summary, the drainage collection network comprises of the following major assets:

- Underground Pipe network
- Lined Open Channel Drainage
- Unlined Open Channel Drainage
- Kerb and Gutter incl. pits
- Gross Pollutant Traps
- Detention Basins
- Retention Basins
- Urban Drainage Culverts
- Rural Drainage Culverts

A breakdown of the major drainage assets, within Narromine Shire, is given in the table below.

Table 38: Breakdown of Major drainage Assets

Asset Description	Unit of Measurement	Units	Average Asset Age (Years)
Lined Open Channel Drainage	Km	0.66	30
Urban Unlined Open Channel Drainage	Km	14.04	NA
Kerb and Gutter incl. pits	Km	79.45	30
Gross Pollutant Traps	Ea.	1	10
Detention Basins	Ea.	10	NA
Retention Basins	Ea.	2	NA
Rural Drainage Culverts	Ea.	751	30
Urban Drainage Culverts	Ea.	421	30

For the purposes of this plan, rural unlined drainage, better known as table drains, are not included.

While a number of assets have been renewed as part of an ongoing asset renewal or replacement program, some assets are nearing its end of theoretical useful life and will require replacement or renewal. Development pressures due to growth, further puts additional strain on existing assets.

2. Theoretical Useful Life

Useful life is the period over which an asset is expected to be available for use by an entity, shown in the table below.

Table 39: Drainage Asset Assigned Useful Life

Description	Material	Useful Life
Boxed Kerb & Gutter	Plain Concrete	50
Vehicle Layback	Plain Concrete	50
Concrete - Pipe Culvert	Reinforced Concrete	50
Concrete - Boxed Culvert	Reinforced Concrete	50
Open Channel Drain	Reinforced Concrete	50
Open Channel Drain	Loam	100
Kerb incl. Pit	Reinforced Concrete	50
Formation	Soil	100
Gross Pollutant Trap	Concrete	50

3. Key Performance Measures

Key Performance Measures (KPM's) have been developed by considering environmental, health and safety, operational and infrastructure capabilities. The KPM's are to be reviewed to align with the Technical LOS and the Strategies identified in Levels of Service section of this document.

Table 40: Key Performance Measures – Drainage Assets

Key Performance Measure	Capability Consideration	Level of Service Objective	Performance Measure Process	Desired Level of Service	Current Level of Service	Predicted Level of Service (4 years)	Current Performance Measured
Community Levels of Service							
Quality	Infrastructure	Flow of water is to a minimum of ARI 1:5 (AEP 18.13%)	Proven Customer requests	<2 complaints per quarter during the rain event	Satisfactory	Excellent to Good	TBD
Function	Infrastructure	Zero overflow of water during a 1:5 (AEP 18.13%) rain event	Proven Customer requests	Zero reported incidences per annum	Satisfactory	Excellent to Good	TBD
Safety	Environment	Zero pondage of water in drainage network > 1 week after rain fall	Zero confirmed reports of water pondage	Zero reported accidents per annum	Satisfactory	Excellent to Good	TBD
Safety	Health & Safety	No reports of near misses in conjunction with Council Infrastructure	Zero confirmed reports of near misses	Zero reported accidents per annum	Satisfactory	Excellent to Good	TBD
Technical Levels of Service							
Condition	Operational	All asset conditions are maintained to a level of 3-4	Condition inspections / Revaluation	100% compliance with maintenance	Satisfactory	Excellent to Good	TBD

Key Performance Measure	Capability Consideration	Level of Service Objective	Performance Measure Process	Desired Level of Service	Current Level of Service	Predicted Level of Service (4 years)	Current Performance Measured
Accessibility	Infrastructure	Provision of connection to the drainage network including network expansion into existing	Percentage of properties unable to be connect to the existing network	99.9% compliance	Satisfactory	Excellent to Good	TBD
Cost Effectiveness	Infrastructure	Provide service in cost effective manner	Budget compliance	Expenses within budget	Satisfactory	Excellent to Good	TBD
Safety	Health & Safety	Ensure facilities are safe	Regular safety audits in conjunction with the condition inspections are carried out, action customer requests within 5 working days	Safety inspections – Clear of contaminants, objects that could cause injury	Satisfactory	Excellent to Good	TBD
Quality	Infrastructure / environment	Design, construct and maintain Infrastructure to appropriate technical standards such as NATSPEC or adopted Council Technical Procedures	Technical Specification checklists and document storage	NATSPEC	Satisfactory	Excellent to Good	TBD

Table 41: Asset Management Improvement Plan – Drainage Assets

#	Type	Task	Priority	Expected Completion
1	Legislative	Revaluation of Assets	1	2023/24
2	Performance	Review Renewal of all Assets	1	2024/25
3	Knowledge	Update Asset Register	3	Ongoing
4	Knowledge	Finalise Maintenance Program	2	2024/25
5	Knowledge	Input Maintenance Program into AMS	2	Ongoing
6	Performance	Maintain Levels of Service	3	Ongoing
7	Knowledge	Develop 10 Year Plans	3	Ongoing
8	Performance	Review Inspection Procedures	2	2022/23
9	Knowledge	Update Attributes in AMS	3	Ongoing
10	Service Focus	Review Levels of Service	2	2024/25
11	Service Focus	LOS Performance Measurement	1	Ongoing
12	Skills	Development of an Operational Staff skills matrix	2	2024/25
13	Performance	Risk Management Plan for Drainage Assets	1	Ongoing
14	Performance	Align AMP with Business Continuity Plan	5	As required
15	Legislative	Review of existing inspections program and compliance with Legislation	1	2024/25
16	Knowledge	Link Assets in AIMS to the GIS system	4	2024/25
17	Knowledge	Determine and input income of Infrastructure into the AMP to determine Return on Asset (ROA)	4	2024/25
18	Service Focus	Implement findings of drainage strategies	1	Ongoing

4. Ten Year Capital Works Program – Drainage Assets

STORMWATER DRAINAGE	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE CAPITAL COSTS										
NARROMINE										
Lined & Unlined Open Channel Drain - Capital Program				8,695					10,079	
Underground Drainage Pipe Network - CCTV And Cleaning Program					59,703					69,212
Wetlands - Capital Program			11,255			12,299			13,439	
TRANGIE										
Lined & Unlined Open Channel Drain - Capital Program	150,000				5,970					
TOMINGLEY										
Lined & Unlined Open Channel Drain - Capital Program	10,000					3,075				
NEW, ACQUISITION AND/OR UPGRADE										
NARROMINE										
Urban Storm Water Environmental - Safety & Control Program		13,659	14,069	14,491	14,926	15,373	15,835	16,310	16,799	17,303
Urban Storm Water Strategy - Capital Program		218,545	225,102	231,855	238,810	245,975	253,354	260,955	268,783	276,846
Wetlands - Capacity Upgrade										
Flood Mitigation Narromine Levee Project										
Northern Catchment Stormwater Project	1,923,713									
TRANGIE										
Urban Storm Water Environmental - Safety & Control Program										
Urban Storm Water Strategy - Capital Program		54,636	56,275	57,964	59,703	61,494	63,339	65,239	67,196	69,212

KERB & GUTTER	1	2	3	4	5	6	7	8	9	10
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
LIFE CYCLE CAPITAL RENEWAL PROGRAM										
NARROMINE	77,250	79,568	81,955	84,413	86,946	89,554	92,241	95,008	97,858	100,793
TRANGIE	81,500	53,045	54,636	56,275	57,964	59,703	61,494	63,339	65,239	67,196
TOMINGLEY				23,185	23,881	24,597	25,335	26,095	26,878	27,684
NEW, ACQUISITION AND/OR UPGRADE										
NARROMINE										
A 'Beckett Street										
Meringo Street	40,836									



2024/2025 MRL Budget 2024/2025 Fees and Charges 2024-2028 Delivery Program 2024/2025 Operational Plan



Macquarie Regional Library
Estimated - Detailed Financial Statements

	2024/2025 Budget	2025/2026 Forecast	2026/2027 Forecast	2027/2028 Forecast
Operating				
Income				
Contributions - Annual				
Dubbo Regional Council	-1,107,446	-1,135,129	-1,163,507	-1,192,599
Narromine Shire Council	-127,335	-130,518	-133,781	-137,126
Warrumbungle Shire Council	-183,204	-187,783	-192,478	-197,290
Warrumbungle Premium Services Provided	-44,251	-46,464	-48,787	-51,226
Contributions - Annual Total	-1,462,236	-1,499,894	-1,538,553	-1,578,241
Contributions - Collection Development				
Dubbo Regional Council	-166,117	-170,269	-174,526	-178,890
Narromine Shire Council	-19,100	-19,578	-20,067	-20,569
Warrumbungle Shire Council	-27,481	-28,167	-28,872	-29,594
Contributions - Books Total	-212,698	-218,014	-223,465	-229,053
Contributions - Salary				
Dubbo Regional Council	-1,035,217	-1,090,203	-1,134,231	-1,196,022
Narromine Shire Council	-274,438	-292,520	-301,117	-316,312
Warrumbungle Shire Council	-388,132	-406,542	-424,170	-447,971
Contributions - Salary Total	-1,697,787	-1,789,265	-1,859,518	-1,960,305
Library Council Subsidy				
Dubbo Regional Council	-177,611	-177,611	-177,611	-177,611
Narromine Shire Council	-37,546	-37,546	-37,546	-37,546
Warrumbungle Shire Council	-46,538	-46,538	-46,538	-46,538
Library Council Subsidy Total	-261,695	-261,695	-261,695	-261,695
Local Priority Project - Collection Development				
Dubbo Regional Council	-24,612	-24,612	-24,612	-24,612
Narromine Shire Council	-25,647	-25,647	-25,647	-25,647
Warrumbungle Shire Council	-26,925	-26,925	-26,925	-26,925
Local Priority Project - Book Vote Total	-77,184	-77,184	-77,184	-77,184
Local Priority Special Projects				
Dubbo Regional Council	-18,459	-18,459	-18,459	-18,459
Narromine Shire Council	-19,235	-19,235	-19,235	-19,235
Warrumbungle Shire Council	-20,194	-20,194	-20,194	-20,194
Local Priority Special Projects Total	-57,888	-57,888	-57,888	-57,888
Other Income				
Interest on Investments	-96,041	-97,481	-98,943	-100,426
Grants	0	0	0	0
Sundry Income	-450	-400	-350	-300
Other Income Total	-96,491	-97,881	-99,293	-100,726
Value Added Income				
Fees & Charges	-70,754	-72,170	-73,614	-75,086
Value Added Income Total	-70,754	-72,170	-73,614	-75,086

Macquarie Regional Library
Estimated - Detailed Financial Statements

	2024/2025 Budget	2025/2026 Forecast	2026/2027 Forecast	2027/2028 Forecast
Income Total	-3,936,733	-4,073,991	-4,191,210	-4,340,178
Expenditure				
Depreciation				
Furniture & Fittings	5,203	5,203	5,203	5,203
Office Equipment	31,514	31,514	31,514	31,514
Collections	370,328	370,328	370,328	370,328
Motor Vehicle	4,467	4,467	4,467	4,467
Depreciation Total	411,512	411,512	411,512	411,512
Management Services				
Audit Fees	4,650	4,766	4,885	5,007
Executive Council Administrative Expenses	100,159	102,663	105,230	107,861
Freight	35,816	36,711	37,629	38,570
Fringe Benefits Tax	1,800	1,750	1,700	1,650
General Expenses	27,716	28,158	28,610	29,073
Insurances	20,108	21,113	22,169	23,277
Loss on Sale of Assets	0	0	0	0
Memberships	4,500	4,500	4,500	4,500
Minor Equipment and Furniture	34,000	19,081	19,443	19,811
Motor Vehicle Expenses	5,956	6,075	6,197	6,321
Postage	3,121	3,183	3,247	3,310
Printing & Stationery	16,000	16,000	16,000	16,000
Rental Work Area	6,960	7,656	8,422	9,264
Staff Training	15,000	15,000	15,000	15,000
Telephone	17,423	17,859	18,305	18,762
Warrumbungle Library Building Improvements	0	0	0	0
Management Services Total	293,209	284,515	291,337	298,406
Regional Library Services				
Children & Youth Services	19,750	20,185	20,628	21,081
Document Delivery	234	240	246	252
Dubbo External Customer Return Chute Upgrade	0	0	0	0
Early Childhood Literacy Program	0	0	0	0
e-Collection Development	105,000	110,250	115,763	121,551
LBW Trust - National Backyard Cricket	0	0	0	0
Local Special Projects	57,888	57,888	57,888	57,888
Marketing & Promotions	10,000	10,250	10,507	10,770
MRL Rebranding	0	15,000	0	0
Newspaper Digitisation	0	0	0	0
On-Line Licences, Data Bases & Subscriptions	49,000	49,225	49,456	49,692
Serials	20,474	21,497	22,572	23,701
Summer Reading Club	4,100	4,182	4,266	4,351
Surveys	5,000	0	5,000	0
Web Page Maintenance	7,000	7,175	7,354	7,538
Website Redesign	0	20,000	0	0
Regional Library Services Total	278,446	315,892	293,680	296,824

Macquarie Regional Library
Estimated - Detailed Financial Statements

	2024/2025 Budget	2025/2026 Forecast	2026/2027 Forecast	2027/2028 Forecast
Resources and Technology				
Book Maintenance	4,101	4,101	4,101	4,101
Executive Council IT Support	49,778	49,684	49,489	49,126
Hardware Maintenance	1,020	1,040	1,061	1,082
Hardware - Computers & Minor Equipment	59,000	60,180	61,384	62,612
Public Access Computers	0	0	0	0
Software Licences	55,500	58,275	61,189	64,248
Spydus Library Management System	71,750	75,338	79,105	83,060
Subscriptions and Memberships	9,200	9,384	9,572	9,763
Wan Charges	28,500	29,213	29,943	30,692
Resources and Technology Total	278,849	287,215	295,844	304,684
Salaries & Overheads				
Dubbo Regional Council	1,035,217	1,090,203	1,134,231	1,196,022
Narromine Shire Council	274,438	292,520	301,117	316,312
Warrumbungle Shire Council	388,132	406,542	424,170	447,971
Regional Office	1,038,470	1,090,162	1,143,430	1,193,285
Salaries & Overheads Total	2,736,257	2,879,427	3,002,948	3,153,590
Expenditure Total	3,998,273	4,178,561	4,295,321	4,465,016
Operating Total	61,540	104,570	104,111	124,838
Capital				
Income				
Depreciation (Capital Recovery)				
Depreciation Total	-411,512	-411,512	-411,512	-411,512
Depreciation (Capital Recovery) Total	-411,512	-411,512	-411,512	-411,512
Proceeds from Sale of Assets				
Motor Vehicles	-20,000	0	0	-29,758
Proceeds from Sale of Assets Total	-20,000	0	0	-29,758
Income Total	-431,512	-411,512	-411,512	-441,270
Expenditure				
Acquisition of Assets - Collections				
Collection Development - Dubbo Regional Council	190,729	194,881	199,138	203,502
Collection Development - Narromine Shire Council	44,747	45,225	45,714	46,216
Collection Development - Warrumbungle Shire Council	54,406	55,092	55,797	56,519
Acquisition of Assets - Collections Total	289,882	295,198	300,649	306,237
Acquisition of Assets - Other				
Furniture and Fittings	0	0	0	0
Motor Vehicle	43,000	0	0	44,605
Acquisition of Assets - Other Total	43,000	0	0	44,605

Macquarie Regional Library
Estimated - Detailed Financial Statements

	2024/2025 Budget	2025/2026 Forecast	2026/2027 Forecast	2027/2028 Forecast
Expenditure Total	332,882	295,198	300,649	350,842
Capital Total	-98,630	-116,314	-110,863	-90,428
Available Funds Movement Prior to Restricted Asset Funding	-37,090	-11,744	-6,752	34,410
Restricted Assets				
Restricted Assets - Internally Restricted Assets				
Library Operations Surplus	53,090	4,744	-248	-26,563
Collection Development	0	0	0	0
Motor Vehicle Replacement	-16,000	7,000	7,000	-7,847
Restricted Assets - Internally Restricted Assets Total	37,090	11,744	6,752	-34,410
Restricted Assets - Externally Restricted Assets				
LBW Trust - National Backyard Cricket	0	0	0	0
Local Special Projects	0	0	0	0
NSW Tech Savvy Grant	0	0	0	0
Restricted Assets - Externally Restricted Assets Total	0	0	0	0
Restricted Assets Total	37,090	11,744	6,752	-34,410
Funds Available to (-), or Required From Library Operations	0	0	0	0

MACQUARIE REGIONAL LIBRARY
STATEMENT OF RESTRICTED ASSETS
2024-2028 Financial Years

Purpose of Restricted Asset	Balance as at 01/07/2024	Balance as at 01/07/2025	Balance as at 01/07/2026	Balance as at 01/07/2027	Balance as at 01/07/2028
INTERNALLY RESTRICTED ASSETS					
LIBRARY OPERATIONS TOTAL	1,170,194	1,223,284	1,228,028	1,227,780	1,201,217
COLLECTION DEVELOPMENT - DUBBO	200,642	200,642	200,642	200,642	200,642
COLLECTION DEVELOPMENT - NARROMINE	35,788	35,788	35,788	35,788	35,788
COLLECTION DEVELOPMENT - WARRUMBUNGLE	34,104	34,104	34,104	34,104	34,104
EMPLOYEE LEAVE ENTITLEMENTS	688,118	688,118	688,118	688,118	688,118
MOTOR VEHICLE REPLACEMENT	20,267	4,267	11,267	18,267	10,420
SALARY SAVINGS / DRC LIBRARY ASSISTANT	48,085	0	0		48,085
TOTAL INTERNALLY RESTRICTED ASSETS	2,197,198	2,186,203	2,197,947	2,204,699	2,218,374
EXTERNALLY RESTRICTED ASSETS					
COM RESPITE & CARELINK CENTRE ORANA	656	656	656	656	656
PLNC ZONE FUNDING	390	390	390	390	390
TOTAL EXTERNALLY RESTRICTED ASSETS	1,046	1,046	1,046	1,046	1,046
TOTAL RESTRICTED ASSETS	2,198,244	2,187,249	2,198,993	2,205,745	2,219,420

MACQUARIE REGIONAL LIBRARY - Fees and Charges 2024/2025

Pricing Policy

FCR – Full Cost Recovery

Price set to recover the full cost of providing the goods/services. In determining whether this principle is appropriate consideration is given to whether there are community service obligations or equity issues that would warrant an alternative pricing principle.

IS – Industry Standard

Price is set to an industry standard.

MB – Market Based

Price is set by reference to local market prices. Fees are set to be competitive with local service providers.

NC – No Charge

No price charged for the service.

PCR – Part Cost Recovered

Price is discounted to below the full cost of providing the goods/services in recognition of a community service obligation. Funding for these services is sourced from other revenue and by charging a nominal fee to help offset the cost of providing the services.

MACQUARIE REGIONAL LIBRARY

Macquarie Regional Library fees and charges are set in recognition of - (1) cost is discounted to below the full cost in recognition of community service obligations - partial cost recovery [PCR] (2) price is set to an industry standards [IS] (3) fees are set to be not competitive with local service providers - market based [MB] (4) where possible, in consideration of the above, full cost recovery [FCR] (5) price is set by regulation/statute [S]

Name	Year 23/24	Year 24/25		Increase	GST	Fee type	GST Code
	Last YR Fee (incl. GST)	GST	Fee (incl. GST)				
				%			

MACQUARIE REGIONAL LIBRARY [continued]

Reservation Fee	\$1.80	\$0.00	\$2.00	11.11%	N	PCR	GST Exempt
Variations and exemptions apply to reservations placed under the following member categories: Hospital/Retirement Homes; Book Club; Inter Library Loans; Home Library Borrower; Honorary Members; Branch Libraries/Sections; Home Library Borrower with Family.							
Overdue Fees - item per week	\$1.10	\$0.00	\$1.10	0.00%	N	PCR	GST Exempt
Variations and exemptions apply to overdue items placed under the following member categories; Hospital/Retirement Homes; Inter Library Loans; Home Library Borrower; Branch Libraries/Sections; Home Library Borrower with Family.							
Overdue Fees - Amnesty	\$0.00	\$0.00	\$0.00	0.00%	N	FCR	N/A
Item Replacement				At cost	N	PCR	10%
Item Replacement - processing charge - per item	\$11.00	\$0.00	\$10.00	-9.09%	N	FCR	GST Exempt

PHOTOCOPYING AND PRINTOUTS

B&W - per A4 sheet	\$0.30	\$0.03	\$0.30	0.00%	Y	PCR	10%
B&W - per A3 sheet	\$0.60	\$0.05	\$0.60	0.00%	Y	PCR	10%
Colour copy - per A4 sheet	\$1.10	\$0.11	\$1.20	9.09%	Y	PCR	10%
Colour copy - per A3 sheet	\$2.20	\$0.22	\$2.40	9.09%	Y	PCR	10%

LAMINATING

A4 - per page	\$1.80	\$0.18	\$2.00	11.11%	Y	PCR	10%
A3 - per page	\$3.60	\$0.36	\$4.00	11.11%	Y	PCR	10%

EQUIPMENT USAGE

Charge includes also using the Branch photocopier to scan documents.

Scanner - per hour	\$7.00	\$0.45	\$5.00	-28.57%	Y	PCR	10%
Scanner - 15 minutes	\$1.75	\$0.11	\$1.25	-28.57%	Y	PCR	10%

Name	Year 23/24	Year 24/25		Increase	GST	Fee type	GST Code
	Last YR Fee (incl. GST)	GST	Fee (incl. GST)				
				%			

INTER LIBRARY LOANS

Per Item Loan	\$9.00	\$0.91	\$10.00	11.11%	Y	FCR	10%
Possible additional fee from other libraries	\$30.20	\$3.18	\$35.00	15.89%	Y	FCR	10%

FAX SERVICES

The fax service charges are based on the current Australia Post *Fax Post Service* charges.

Fax, outgoing (Aust.) - first page	\$5.50	\$0.55	\$6.00	9.09%	Y	MB	10%
Fax, outgoing (Aust.) - additional pages	\$1.40	\$0.14	\$1.55	10.71%	Y	MB	10%
Fax, outgoing (O/S), first page	\$11.00	\$1.09	\$12.00	9.09%	Y	MB	10%
Fax, outgoing (O/S), additional pages	\$2.80	\$0.27	\$3.00	7.14%	Y	MB	10%
Fax, incoming (all) - first page	\$5.60	\$0.55	\$6.00	7.14%	Y	MB	10%
Fax, incoming (all) - additional pages	\$1.40	\$0.14	\$1.50	7.14%	Y	MB	10%

INFORMATION RESEARCH

Commercial - per hour	\$82.00	\$8.20	\$90.20	10.00%	Y	FCR	10%
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DIGITAL IMAGE SERVICE

TIFF/JPG 300 dpi image on CD (Private Use) - Cost includes CD/USB	\$17.00	\$1.73	\$19.00	11.76%	Y	FCR	10%
TIFF/JPG 300 dpi image on CD (Commercial Use) - Cost includes CD/USB	\$57.00	\$3.64	\$40.00	-29.82%	Y	FCR	10%
Postage & Handling - if required	\$11.90	\$1.18	\$13.00	9.24%	Y	FCR	10%

WORKSHOPS

Workshops and events - adult - per participant (external service provider)	\$11.00	\$1.09	\$12.00	9.09%	Y	PCR	10%
Workshops and events - children/youth under 16 - per participant (external service provider)	\$6.00	\$0.55	\$6.00	0.00%	Y	PCR	10%

Name	Year 23/24	Year 24/25		Increase	GST	Fee type	GST Code
	Last YR Fee (incl. GST)	GST	Fee (incl. GST)				
				%			

MEETING ROOMS

Meeting Room Facilities

Fees are applicable to commercial/for profit organisations. No fees are applied to 'not for profit' organisations/groups - service groups, charities and cultural organisations.

Meeting Room (Small) - (up to two hours)	\$35.00	\$3.64	\$40.00	14.29%	Y	MB	10%
Meeting Room (Medium) - up to two hours	\$70.00	\$7.27	\$80.00	14.29%	Y	MB	10%

LIBRARY BAGS

Nylon with the Macquarie Regional Library Logo	\$6.00	\$0.36	\$4.00	-33.33%	Y	FCR	10%
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EARPHONES

per set Earphones	\$4.00	\$0.40	\$4.40	10.00%	Y	FCR	10%
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USB THUMB DRIVES

per USB Thumb Drive (16GB)	\$12.00	\$1.09	\$12.00	0.00%	Y	FCR	10%
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MERCHANDISING

Miscellaneous Items			At market price		Y	PCR	10%
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CAR PARKING LEASE - MACQUARIE REGIONAL LIBRARY - DUBBO BRANCH

Car Parking Lease - Macquarie Regional Library - Dubbo Branch	\$1,183.00	\$118.18	\$1,300.00	9.89%	Y	PCR	10%
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Macquarie Regional Library

2024–2028 Delivery Program and 2024–2025 Operational Plan

Timeframe – June 2028

Timeframe - June 2025

1.1 Governance procedures for provision of professional and effective services are appropriate				
Delivery Program		Operational Plan		
Code	Strategy	Code	Action	Responsibility
1.1.1	MRL Service delivery model is considered appropriate, and agreed levels of service are provided in accordance with Library Service Review Improvement Plan	1.1.1.1	Review the regional service delivery model to ensure that the most appropriate level of service is delivered	Manager
		1.1.1.2	Review the MRL Service Agreement	Manager
1.1.2	Annual performance can be reviewed	1.1.2.1	Produce an MRL Annual Report, including an audited statement of accounts	Manager
1.2 Financial resources for provision of professional and effective services are sufficient				
Delivery Program		Operational Plan		
Code	Strategy	Code	Action	Responsibility
1.2.1	The annual General Rate variation % sets Council contributions as a minimum	1.2.1.1	Submit draft budget to MRL member councils	Manager
		1.2.1.2	Undertake quarterly budget review	Manager
1.2.2	Income from value-added services increase by a minimum of 2.5% per annum	1.2.2.1	Review MRL Revenue Policy [Fees and Charges]	Manager
1.2.3	Maximise grant and subsidy opportunities	1.2.3.1	Seek grant and subsidy opportunities to obtain full benefits for the Library Service	Manager/ Coordinators
1.3 Evaluation and planning for strategically managed services				
Delivery Program		Operational Plan		
Code	Strategy	Code	Action	Responsibility
1.3.1	MRL has appropriate planning documents to support delivery of quality services for the Member Council communities	1.3.1.1	Review the MRL Delivery Program [2028]	Manager
		1.3.1.2	Develop MRL Annual Operational Plan	Manager
		1.3.1.3	Complete the annual SLNSW Public Libraries Statistical Return	Resources & Technology Coordinator
		1.3.1.4	Complete the biennial report against the <i>SLNSW Living Learning Libraries: Standards & Guidelines</i> for the MRL Service [2025: 2027]	Resources & Technology Coordinator
		1.3.1.5	Review the MRL policies for consistency with policy, legislation, and best practice [2026]	Manager/Regional Office Coordinators
1.4 Customers have access to a full range of high-quality programs and services				
Delivery Program		Operational Plan		
Code	Strategy	Code	Action	Responsibility
1.4.1	100% of residents have ready access to library services	1.4.1.1	Review the opening hours of all branches/service points	Manager/ Coordinators/Branch Officers
1.4.2	Visitation numbers are maintained in accordance with SLNSW standards and guidelines	1.4.1.2	Collate visitation and attendance at programs and events at each branch and service point	Manager/ Coordinators/Branch Officers
1.4.3	Community needs are met in accordance with the Strategic Plan, policies and industry guidelines	1.4.1.3	Review the provision of services, programs, collections and technology, particularly for target and diversity groups	Manager/ Coordinators/Branch Officers
		1.4.1.4	Undertake biennial community user and non-user survey	Regional Library Services Coordinator
		1.4.1.5	Review the MRL branding and website [2026]	Regional Library Services Coordinator
1.4.4	Member Councils can assess the MRL's performance	1.4.1.6	Compile quarterly reports on programs, services, collections and technology	Manager/ Coordinators/Branch Officers
1.5 Information technology enables staff and customers to access required information and library resources and services				
Delivery Program		Operational Plan		
Code	Strategy	Code	Action	Responsibility
1.5.1	Staff and customers have access to appropriate information technology resources and information services	1.5.1.1	Undertake a comprehensive review of the Library Management System [2026]	Regional Office Coordinators
		1.5.1.2	Review business continuity, technology plans and strategies	Manager/Regional Office Coordinators
1.6. Service points are welcoming, safe, accessible and responsive to community needs and NSW building standards & guidelines				
Delivery Program		Operational Plan		
Code	Strategy	Code	Action	Responsibility
1.6.1	100% of buildings and conditions are appropriate to policy and SLNSW standards and guidelines	1.6.1.1	Undertake a review of MRL buildings against SLNSW building standards and guidelines. [2026]	Manager/ Coordinators/Branch Officers

**Local Government
Remuneration Tribunal**

Annual Determination

Report and determination under sections
239 and 241 of the Local Government Act
1993

29 April 2024



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Executive Summary

The *Local Government Act 1993* (LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. A review of categories was last carried out by the Tribunal in 2023.

The Tribunal will next consider the model, criteria for each group, and the allocation of councils in the 2026 review.

The criteria for each category is published in Appendix 1 of the Determination and remains unchanged from 2023.

Two (2) councils have been recategorised from Rural Large to Regional Rural as a result of meeting the criteria at Appendix 1.

Fees

The Tribunal has determined a 3.75 per cent per annum increase in the minimum and maximum fees applicable to each category from 1 July 2024.

Section 1 – Introduction

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2023.
2. Section 241 of the LG Act provides that the Tribunal determine the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under section 239.
3. Section 242A(1) of the LG Act requires:

“In making a determination, the Remuneration Tribunal is to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the [Industrial Relations Act 1996](#) when making or varying awards or orders relating to the conditions of employment of public sector employees.”

4. The Industrial Relations Amendment Act 2023, assented on 5 December 2023, repealed section 146C of the *Industrial Relations Act 1996*, resulting in changes to wages policy and removal of the cap on remuneration increases.
5. The Tribunal can also determine that a council can be placed in another existing or new category with a higher range of fees.
6. The Tribunal’s determination takes effect from 1 July each year.

Section 2 – 2023 Determination

7. In 2023, the Tribunal received 18 written submissions.
8. An extensive review of the categories, criteria, and allocation of councils into each of the categories was undertaken by the Tribunal as required by Section 239 of the LG Act.
9. The review resulted in the Tribunal determining the creation of two new categories, being Metropolitan Major and Rural Large.
10. The categories of general purpose councils were determined as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

11. The Tribunal was of the view that improving consistency of criteria in categories was paramount. The Tribunal therefore determined to include the non-resident population criteria in Major Strategic, Regional Strategic, Regional Centre, and Regional Rural categories.
12. A total of 26 councils were recategorised as a result of changes in the 2023 Determination.
13. The Tribunal determined that fees would increase by 3 per cent in the minimum and maximum fees applicable to each category from 1 July 2023.

Section 3 – 2024 Review

2024 Process

14. The Tribunal's annual review commenced in October when it wrote to all councils inviting submissions regarding fees. The Tribunal outlined that it is only required to review the categories every three years and will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 review. The invitation noted that it is expected that submissions are endorsed by respective councils.
15. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
16. The Tribunal received 19 written submissions, of which 18 were from individual councils and 1 submission from LGNSW.
17. The Tribunal notes that 17 of the 18 council submissions were endorsed by their representative councils.
18. The Tribunal acknowledges and thanks all parties for their submissions.

Submissions Received – Request for recategorisation

19. Two council submissions received requested recategorisation, with Paramatta City Council and Lake Macquarie putting forward individual cases for the Tribunal's consideration.

20. Paramatta City Council requested recategorisation from its current classification of Major CBD to Principal CBD. Paramatta City Council's case to be included in Principal CBD category is based on the following:

- Paramatta being critical to the success of the Greater Sydney Region Plan
- The LGA expecting an estimated 186,000 new residents between 2022 and 2041
- An increase in the number of government services, corporations, and private enterprises relocating into Paramatta CBD
- A local economy that generates approximately \$32.88 billion in gross regional product and 33,000 businesses that generated over 202,000 jobs
- The Council's Local Strategic Planning Statement covers seven priority growth areas and precincts identified by the NSW Government in order to give effect to their Housing strategy
- Paramatta City Council has a 2023/24 capital works budget of \$613m and it provides a number of significant services within the local government area, including two aquatic centres, redevelopment to key community centres, and funding for local parks, roads, cycleways, and footpaths.

21. The Tribunal last considered the criteria for Principal CBD in the 2023 Annual Determination process. The Tribunal's view at the time was that

the criteria characteristics for Principal CBD category was appropriate, therefore no changes were required.

22. Paramatta City Council does not meet the criteria for Principal CBD. Accordingly, the Tribunal is not persuaded to include Paramatta Council in Principal CBD category.

23. Lake Macquarie City Council requested that it be recategorised from a Regional Strategic Area to a Major Strategic Area. Reasons include:

- The LGA having a resident population of 216,603, and a non-resident working population of 24,769 (for a total of 241,372)
- Connection to Greater Sydney via the M1, rail and a regional airport that supports the community
- 99 towns, villages and nine economic centres across an area of 757 square kilometres
- An annual economic output of \$26.1 billion (which is approximately 20 per cent of the Hunter economy)
- 1.3 million tourists per year
- 14,081 active businesses, 73,233 jobs and a total workforce across the LGA of 102,029
- Community facilities that include a Regional Gallery – Museum of Art and Culture, one University, two TAFE campuses and a regional centre for health care
- Operating revenue exceeding \$290 million.

24. As stated in Council's own submission, currently it does not meet the population threshold criteria for Major Strategic Area. Accordingly, the Tribunal is not persuaded to include Lake Macquarie Council in Major Strategic Area category.
25. The council also advocated for the population threshold for Major Strategic Area to be reviewed from its current threshold of 300,000 to 200,000 to restore incremental balance between Major Strategic Area and Regional Strategic Area categories.
26. Lake Macquarie Council provided late supplementary information to support their argument for the population threshold of Regional Strategic Area being adjusted. Council submitted that five precincts in the Lake Macquarie LGA have been identified for inclusion in the New South Wales Government Transport Oriented Development Program, which aims to encourage housing development near transport hubs.
27. The Council argues this increase in housing will lead to population growth in the selected centres, especially those with a large number of identified precincts.
28. Consistent with section 239 and 240 of the LG Act, the Tribunal carefully considered the population threshold for all categories, as part of the 2023 Annual Determination. It was determined at that time, on extensive evidence examined and considered by the Tribunal, that the population threshold for Major Strategic Area was appropriate.
29. The Tribunal is not persuaded at this time to change the population threshold for Major Strategic Area. Should further evidence become available to support a change in the population threshold for this category,

it can be considered by the Tribunal as part of the three yearly review of categories in 2026.

30. The Tribunal will monitor, as data becomes available, the impact of the New South Wales Government Transport Oriented Development Program on population thresholds.
31. One submission received from Wollondilly Shire Council advised that Council resolved to write to the Premier and appropriate Ministers, requesting Wollondilly Shire Council be considered as a regional Council.
32. The Tribunal has previously determined that Wollondilly Shire Council, for the purpose of setting the minimum and maximum fees payable to Councillors and Mayors, be classified as Regional Centre.
33. The Tribunal notes Wollondilly's submission and proposed course of action.

Categories – movement of Councils within the framework

34. The Tribunal reviewed population and data relating to Council operations to determine if the categorisations of Councils was consistent with the current criteria.
35. Population data was sourced from the Australian Bureau of Statistics (ABS), released 26 March 2024 for the period 2022 – 2023 financial year, the most recent data available at the time of writing this determination.

36. Data relating to Council operations was sourced from the Office of Local Government (OLG).
37. These sources provide a consistent, and complete overview of all councils in NSW. These data sources are consistent with those used in previous LGRT determinations.
38. Each Council was also assessed against the relevant criteria at Appendix 1.
39. As a result, it was identified that two Rural Large councils, Hilltops Council and Muswellbrook Shire Council, each had a combined resident and non-residential working population above 20,000 each. This population figure exceeds the population threshold for a Regional Rural council classification.
40. For this reason, the Tribunal has reclassified both Hilltops Council and Muswellbrook Shire Council as Regional Rural councils.

Submissions Received – Remuneration Structure

41. A significant number of submissions commented on the remuneration structure, advocating for major changes to be made, including the need for a full comprehensive review. These issues are addressed below.
42. One submission advocated for a new remuneration structure to be established that:
 - Is benchmarked in a more transparent way

- Recognises workload
 - Encourages participation by a cohort that is more representative of the community
 - Recognises skills and experience that is relevant to the roles.
43. Several submissions argued that the current remuneration structure does not adequately compensate elected Councillors and Mayors for the complex requirements of the role, significant workload, time requirements, responsibilities, and changes in the role over recent years.
44. A number of submissions provided comparison data that included remuneration paid to: Queensland and Victorian local government Councillors and Mayors, Federal, State, and Territory Parliamentary Members, Audit Risk and Improvement Committee members, and average remuneration for chairs/directors of not-for-profit organisations.
45. The basis of providing this data was to support arguments that NSW Councillors and Mayors are paid below these organisations and the work of Councillors and Mayors is being undervalued.
46. Some submissions outlined that low levels of remuneration can have a detrimental impact on the quality and diversity of candidates standing for election.
47. The LG Act is clear that Councillors and Mayors receive an annual fee, not a wage, with section 251 clearly stating that fees paid do not constitute a salary.

48. Whilst the Tribunal acknowledges these issues, as previously explained in the 2023 Annual Determination at paragraph 97 they are not currently within the Tribunal's remit.
49. One submission advocated for fees of rural councils to be commensurate with those of regional and metropolitan councils, arguing that the skills and knowledge required for the role is the same regardless of the council location.
50. Others advocated for significant increases to rural and regional fees in order to address low candidate numbers while others asserted that the current remuneration fails to take into account significant stressors facing regional and rural councils.
51. The Act requires that the Tribunal must determine categories at least once every three years and places each council into a category. The determination of categories by the Tribunal is for the purpose of determining the minimum and maximum fees to be paid for councillors and Mayors in each category. When determining categories, the Tribunal is required to take into account matters prescribed in Section 240 of the LG Act:
- *the size of areas;*
 - *the physical terrain of areas;*
 - *the population of areas and the distribution of the population;*
 - *the nature and volume of business dealt with by each council;*
 - *the nature and extent of the development of areas;*

- *the diversity of communities served;*
- *the regional, national and international significance of the council;*
- *such matters as the Remuneration Tribunal considers relevant to the provision of efficient and effective local government; and*
- *such other matters as may be prescribed by the regulations.*

52. The Determination of minimum and maximum fees for 2024 is dealt with below at section 4.

53. Two submissions asserted that the current remuneration structure fails to recognise the role, responsibilities, and contribution of the Deputy Mayor position. It was suggested that a distinct independent fee be included for the position of Deputy Mayor.

54. Section 249 (5) of the LG act states:

“A council may pay the deputy mayor (if there is one) a fee determined by the council for such time as the deputy mayor acts in the office of the mayor. The amount of the fee so paid must be deducted from the mayor’s annual fee.”

55. Accordingly, the Tribunal lacks the power to implement changes to the fee structure that would include a distinct independent fee for the position of Deputy Mayor.

56. One argument put forward is that the impact of the current superannuation arrangements has a negative impact on female participation.

57. Section 254B of the Act sets out the circumstances with respect to the payment of superannuation for Mayors and Councillors. The payment of superannuation is not automatic or mandatory, pursuant to 254B (4)(a) of the Act a council must pass a resolution prior to making superannuation contribution payments.
58. Any changes to superannuation contribution payments for Councillors and Mayors to assist in eliminating barriers to participation would require changes to the legislation.

Section 4 – 2024 Fees

Submissions - 2024 Fees

59. The LGNSW submission requested the Tribunal increase fees by at least 10% in order to:
- Reverse the fee erosion which occurred under the NSW Public Sector Wages Policy
 - Mitigate economic pressures and the rising cost of living
 - Ensure that Councillors and Mayors receive fair and reasonable remuneration for the work they perform
 - Address the historic undervaluation of the work performed by elected representatives in local government in New South Wales.
60. LGNSW used economic and wage data to support their argument that included:
- Consumer Price Index
 - Wage Price Index
 - National and State Wage cases
 - Market comparability
61. LGNSW in its meeting with the Tribunal and Assessors asserted that fees paid to Councillors and Mayors have reduced in real terms over recent years, further advocating for an increase of 10% being fair and reasonable.

62. In meeting with LGNSW, the question of Government policies (State and Federal) on housing reform was discussed. The Tribunal is mindful of the additional workload associated with policies such as the NSW Government's Transport Oriented Development Program place on affected Councils. Similar considerations arise from the infrastructure requirements related to Renewable Energy Zones.
63. The role of a Councillor as a member of the governing body of the council is outlined under s232 of the LG Act and the Tribunal has addressed this matter generally in the 2023 Determination at paragraph 97.
64. Four submissions received from individual councils addressed the issue of fees quantum increase. These submissions sought an increase ranging from 3% to 5.57%.
65. Other submissions advocated for remuneration to be set at a level to:
 - Reflect the role, commitment required, complexity of the role, workload, and responsibilities required to perform the role successfully
 - Ensure no one is out of pocket for the work they do for council
 - Attract a diverse range of potential candidates.
66. Five submissions advocated for the Tribunal to change the determination in regard to the remuneration structure. Some submissions suggested setting a fixed mandatory fee for Councillors and Mayors, whilst others argued that individual councils should not determine their own

remuneration, due to potential conflict of interest, instead the decision should be left to State Government or an independent decision maker.

67. It has been suggested that such an approach could:

- Remove potential conflict of interest
- Facilitate good governance
- Create equity amongst councils in the same category
- Assist in fostering good relationships with the community
- Alleviate public perception that increases are unjust.

68. Currently the Tribunal, consistent with its obligations set out in the LG Act, section 248 and section 249, determines a minimum and maximum remuneration range for Councillors and Mayors. It is then up to individual councils, to fix the annual fee for councillors and Mayors.

69. Furthermore, the tribunal does not have the authority to determine a fixed mandatory fee, section 241 of the LG Act states:

“The Remuneration Tribunal must, not later than 1 May in each year, determine, in each of the categories determined under section 239, the maximum and minimum amounts of fees to be paid during the following year to councillors (other than mayors) and mayors.”

Fee Increase.

70. The Tribunal considered a range of factors in determining the amount to increase minimum and maximum fees payable to Councillors and Mayors. This included economic data, including the Consumer Price Index, Wage Price Index, full-time adult average weekly ordinary time earnings, NSW Public Sector increases, and Local Government State Award increases. It also considered the Base Cost Change model used by IPART in setting the rate peg for 2024-25.
71. On this occasion the Tribunal has determined that a 3.75% per cent increase will apply to the minimum and maximum fees applicable to existing categories.

Conclusion

72. The Tribunal's determination has been made with the assistance of the Assessors, Ms Kylie Yates, Mr Brett Whitworth and Mr Douglas Walther.
73. Determination 1 sets out the allocation of councils into each of the categories as per section 239 of the LG Act.
74. Determination 2 sets out the minimum and maximum fees paid to councillors and mayors and chairpersons of county councils as per section 241 of the LG Act.
75. The Tribunal acknowledges and thanks the secretariat for their excellent research and support in completing the 2024 determination.



Viv May PSM

Local Government Remuneration Tribunal

Dated 29 April 2024

Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2024

General Purpose Councils – Metropolitan

Principal CBD (1)

- Sydney

Major CBD (1)

- Parramatta

Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland
- The Hills

Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

General Purpose Councils - Non-Metropolitan

Major Regional City (2)

- Newcastle
- Wollongong

Major Strategic Area (1)

- Central Coast

Regional Centre (23)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella
- Hawkesbury

Regional Strategic Area(4)

- Lake Macquarie
- Maitland
- Shoalhaven
- Tweed
- Lismore
- Mid-Coast
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecarribee
- Wollondilly

Regional Rural (14)

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Hilltops
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Muswellbrook
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

Rural Large (16)

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Inverell
- Leeton
- Moree Plains
- Murray River
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

Rural (38)

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River
- Forbes
- Gilgandra

- Glen Innes Severn
- Gwydir
- Hay
- Junee
- Kyogle
- Lachlan
- Liverpool Plains
- Lockhart
- Murrumbidgee
- Narrandera
- Narromine
- Oberon
- Temora
- Tenterfield
- Upper Lachlan
- Uralla
- Walcha
- Walgett
- Warren
- Warrumbungle
- Weddin
- Wentworth

County Councils

Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2024

The annual fees to be paid in each of the categories to Councillors, Mayors, Members, and Chairpersons of County Councils effective on and from 1 July 2024 as per section 241 of the *Local Government Act 1993* are determined as follows:

Table 4: Fees for General Purpose and County Councils

General Purpose Councils – Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2024

Category	Minimum	Maximum
Principal CBD	30,720	45,070
Major CBD	20,500	37,960
Metropolitan Major	20,500	35,890
Metropolitan Large	20,500	33,810
Metropolitan Medium	15,370	28,690
Metropolitan Small	10,220	22,540

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2024

Category	Minimum	Maximum
Principal CBD	188,010	247,390
Major CBD	43,530	122,640
Metropolitan Major	43,530	110,970
Metropolitan Large	43,530	98,510
Metropolitan Medium	32,650	76,190
Metropolitan Small	21,770	49,170

General Purpose Councils - Non-Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2024

Category	Minimum	Maximum
Major Regional City	20,500	35,620
Major Strategic Area	20,500	35,620
Regional Strategic Area	20,500	33,810
Regional Centre	15,370	27,050
Regional Rural	10,220	22,540
Rural Large	10,220	18,340
Rural	10,220	13,520

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2024

Category	Minimum	Maximum
Major Regional City	43,530	110,970
Major Strategic Area	43,530	110,970
Regional Strategic Area	43,530	98,510
Regional Centre	31,980	66,800
Regional Rural	21,770	49,200
Rural Large	16,330	39,350
Rural	10,880	29,500

County Councils

Councillor/Member Annual Fee (\$) effective 1 July 2024

Category	Minimum	Maximum
Water	2,030	11,280
Other	2,030	6,730

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2024

Category	Minimum	Maximum
Water	4,360	18,520
Other	4,360	12,300

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).



Viv May PSM

Local Government Remuneration Tribunal

Dated 29 April 2024

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development
- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region

- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural Large

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

Rural

Councils categorised as Rural will typically have a residential population less than 10,000.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.



Asbestos Policy

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Amended by Council – 9 October 2013, Resolution No 2013/392, revised June 2016.

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Contact person for further information	Manager Health Building, & Environmental Services; or WHS & Risk Coordinator

Council disclaimer

This policy was formulated to be consistent with council's legislative obligations and within the scope of council's powers. This policy should be read in conjunction with relevant legislation, guidelines and codes of practice. In the case of any discrepancies, the most recent legislation should prevail.

This policy is based upon the *Model Asbestos Policy for NSW Councils* developed by the Heads of Asbestos Coordination Authorities to promote a consistent Local Government approach to asbestos management across NSW.

This policy does not constitute legal advice. Legal advice should be sought in relation to particular circumstances and liability will not be accepted for losses incurred as a result of reliance on this policy.

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1. Introduction

Narromine Shire Council acknowledges the serious health hazard of exposure to asbestos.

In Australia, asbestos was gradually phased out of building materials in the 1980s and the supply and installation of asbestos containing goods has been prohibited since 31 December 2003. Yet asbestos legacy materials still exist in many homes, buildings and other assets and infrastructure. It is estimated that one in three Australian homes contains asbestos. In the Narromine local government area, many buildings contain asbestos particularly in the form of bonded fibro sheeting used to line walls, ceilings, eave soffits, roof sheeting gutters and downpipes. The presence of these materials can create health issues where renovations and demolition works are carried out with Council's approval. Fires in buildings are also particularly dangerous where asbestos products are present as the fire breaks down the bonding holding the asbestos fibre in place and releases it into the air. Loose fibre asbestos including bonded asbestos sheeting impacted by fire is known as friable asbestos and must be handled very carefully and only by contractors licensed to remove this type of asbestos.

Additionally, where asbestos containing material is broken, damaged, disturbed or mishandled, fibres can become loose and airborne posing a risk to health. Breathing in dust containing asbestos fibres can cause asbestosis, lung cancer and mesothelioma.

It is often difficult to identify the presence of asbestos by sight. Where a material cannot be identified or is suspected to be asbestos, it is best to assume that the material is asbestos and take appropriate precautions. Further information about asbestos and the health impacts of asbestos can be found in Appendix A and website links to additional information are provided in Appendix B.

Council has an important dual role in minimising exposure to asbestos, as far as is reasonably practicable, for both:

- residents and the public within the Local Government Area (LGA)
- workers (employees and other persons) in council workplaces.

Council's legislative functions for minimising the risks from asbestos apply in various scenarios including:

- as a responsible employer
- contaminated land management
- council land, building and asset management
- emergency response
- land use planning (including development approvals and demolition)
- management of naturally occurring asbestos
- regulation of activities (non-work sites)
- waste management and regulation.

1.1 Purpose

This policy aims to outline:

- the role of council and other organisations in managing asbestos
- council's relevant regulatory powers
- council's approach to dealing with naturally occurring asbestos, sites contaminated by asbestos and emergencies or incidents

- general advice for residents on renovating homes that may contain asbestos
- council's development approval process for developments that may involve asbestos and conditions of consent
- waste management and regulation procedures for asbestos waste in the LGA
- council's approach to managing asbestos containing materials in council workplaces
- sources of further information.

1.2 Scope

This policy applies to the whole of the Narromine Local Government Area LGA within council's jurisdiction.

The policy provides information for council workers, the local community and wider public. Part 1 of the policy includes the sections that are likely to be of most interest to the local community and wider public. Part 2 is information that applies to workers associated with council including employees, contractors, consultants, and volunteers (as defined by the *NSW Work Health and Safety Regulation 2017*). Definitions for key terms used in the policy are provided in Appendix C and acronyms are listed in Appendix D.

The policy applies to friable, non-friable (bonded) and naturally occurring asbestos (where applicable) within the LGA.

The policy outlines Council's commitment and responsibilities in relation to safely managing asbestos and contains general advice. For specific advice, individuals are encouraged to contact Council or the appropriate organisation (contact details are listed in Appendix E).

The policy does not provide detail on specific procedures. Practical guidance on how to manage risks associated with asbestos and asbestos containing material can be found in the:

- *Code of practice on how to manage and control asbestos in the workplace 2022* published by ~~safe work australia~~. [Safework NSW](#)
- *Code of practice on how to safely remove asbestos 2022* published by ~~safe work australia~~. [Safework NSW](#)
- Additional guidance material listed in Appendix B.

Detailed information on council's procedures and plans may be found in other documents, which are referenced in part 2 under section 18.1.

2. Definitions

Definitions are provided in Appendix C.

3. Roles and responsibilities of Council

3.1 Educating residents

Council shall assist residents to access appropriate information and advice on the:

- prohibition on the use and re-use of asbestos containing materials
- requirements in relation to development, land management and waste management
- risks of exposure to asbestos
- safe management of asbestos containing materials
- safe removal and disposal of minor quantities of asbestos containing materials.

Education information and website links for education materials can be found in Appendices A and B.

3.2 Managing land

Council is responsible for managing public land. This may include land with naturally occurring asbestos as described in section 5 and land contaminated with asbestos as outlined in section 6.

3.3 Managing waste

Where Council is the appropriate regulatory authority, Council is responsible for:

- Issuing clean up notices to address illegal storage or disposal of asbestos waste or after an emergency or incident (under the *Protection of the Environment Operations Act 1997*).
- Issuing prevention or clean up notices where asbestos waste has been handled (including stored, transported or disposed of) in an unsatisfactory manner (under the *Protection of the Environment Operations Act 1997*).
- Issuing penalty infringement notices for improper transport of asbestos (under the *Protection of the Environment Operations Act 1997*).
- Applying planning controls to proposals to dispose of asbestos waste on-site, seeking advice from the Environment Protection Authority (EPA) on this matter and making notation on planning certificates (section 10.7 certificates) where on-site disposal is permitted.
- Receiving bonded asbestos only at the Narromine and Trangie waste depots in accordance with Council's operating licence for the Narromine landfill and LEMP for the Trangie waste facility.

Waste facilities that are licensed to accept asbestos waste are listed in Appendix F.

3.4 Regulatory responsibilities

Council has regulatory responsibilities under the following legislation, policies and standards in situations where council is the appropriate regulatory authority or planning authority:

- Australian Standard AS 2601 – 2001: *The demolition of structures*
- Contaminated Land Management Act 1997
- Environmental Planning and Assessment Act 1979
- Environmental Planning and Assessment Regulation ~~2000~~[2021](#)
- Local Government Act 1993
- Protection of the Environment Operations Act 1997
- Protection of the Environment Operations (General) Regulation ~~2009~~[2022](#)
- ~~Protection of the Environment Operations (Waste) Regulation 2005~~ [2014](#)
- State Environmental Planning Policy (Exempt and Complying Development Codes) 2008
- ~~State Environmental Planning Policy No. 55 – Remediation of Land. State Environmental Planning Policy Resilience and Hazards 2021~~

Additional legislation, policies and standards relating to the safe management of asbestos are listed in Appendix G.

The situations in which council has a regulatory role in the safe management of asbestos are listed in Table 1.

Table 1: Situations in which council has a regulatory role in managing asbestos.

Issue	Council's role	Section of policy
Contaminated land	<ul style="list-style-type: none"> Record known asbestos site contamination on section 10.7 certificates where practicable and for council workplaces, record on council's asbestos register. Notify stakeholders of land use planning policy requirements relating to contamination. Manage residential asbestos contaminated land that is not declared 'significantly contaminated' under the <i>Contaminated Land Management Act 1997</i> (excluding oversight of removal or remediation work which is the role of SafeWork NSW). 	Sections 5 and 6
Development assessment	<ul style="list-style-type: none"> Assess development applications for approval under the <i>Environmental Planning and Assessment Act 1979</i>. Set conditions of consent for renovations, alterations, additions, demolitions, or other developments requiring consent and which may involve disturbance of asbestos containing materials. Ensure compliance with development conditions. Apply conditions relating to development involving friable and non-friable asbestos material under the relevant legislation and planning codes and as outlined in section 9. 	Section 9
Demolition	<ul style="list-style-type: none"> Approve demolition under the <i>Environmental Planning and Assessment Act 1979</i>. Council certifiers approve development as complying development under the <i>State Environmental Planning Policy (Exempt and Complying Development Codes) 2008</i>. 	Section 9
Emergencies and incidents	<ul style="list-style-type: none"> Regulate the clean-up of asbestos waste following emergencies where sites are handed over to the council or a local resident by an emergency service organisation (excluding oversight of licensed removal or remediation work which is the role of SafeWork NSW). Council may consider the need to issue a clean-up notice, prevention notice or cost compliance notice under the <i>Protection of the Environment Operations Act 1997</i>. 	Section 7
Naturally occurring asbestos	<ul style="list-style-type: none"> Verify compliance with environmental planning and assessment legislation for development applications that could disturb naturally occurring asbestos. Prepare an asbestos management plan for council workplaces or road works which occur on land containing naturally occurring asbestos. 	Section 5
Residential premises	<ul style="list-style-type: none"> Respond to any public health risks (risks to council workers and wider public) relating to the removal of asbestos containing materials or asbestos work at residential properties that does not involve a business or undertaking. Respond to complaints about unsafe work at a residential property that is undertaken by a resident (not a worker, which is the role of SafeWork NSW). Respond to public health risks posed by derelict properties or asbestos materials in residential settings. 	Section 9
Waste	<ul style="list-style-type: none"> Manage waste facilities in accordance with environmental protection legislation. Respond to illegal storage, illegal dumping, and orphan waste. Regulate non-complying transport of asbestos containing materials. 	Section 10

3.5 Responsibilities to workers

Council is committed to fulfilling its responsibilities to workers under the *NSW Work Health and Safety Act 2011* and *NSW Work Health and Safety Regulation 2017* and maintaining a safe work environment through council's:

- general responsibilities
- education, training and information for workers
- health monitoring for workers
- procedures for identifying and managing asbestos containing materials in council premises.

These responsibilities are outlined in part 2.

4. Other stakeholders involved in managing asbestos

Council is committed to working collaboratively with other government agencies and where appropriate, other stakeholders as needed to respond to asbestos issues.

Appendix E notes useful contacts and Appendix H notes agencies involved in managing asbestos. Various asbestos scenarios requiring stakeholders to work together are outlined in Appendix I.

Part 1 – Asbestos in the Local Government Area: Information for the community

5. Naturally occurring asbestos

- **Council is not aware of any naturally occurring asbestos in the LGA.**

Naturally occurring asbestos only poses a health risk when elevated levels of fibres are released into the air, either by human activities or by natural weathering and these fibres are breathed in by people. Information on naturally occurring asbestos, work processes that have the potential to release naturally occurring asbestos fibres into the air and known locations of naturally occurring asbestos in NSW is provided in Appendix A under section 2.1. This information is indicative, and not a complete picture of all naturally occurring asbestos in NSW.

5.1 Responsibilities for naturally occurring asbestos.

For naturally occurring asbestos that will remain undisturbed by any work practice, Council is the lead regulator.

Where development applications propose activities that may disturb areas of naturally occurring asbestos (such as excavation), any consent or approval should contain conditions requiring: testing to determine if asbestos is present, and the development of an asbestos management plan if the testing reveals naturally occurring asbestos is present. Council will verify compliance with environmental planning and assessment legislation and together with the EPA and SafeWork NSW will coordinate enforcement where non-compliance is suspected.

Where naturally occurring asbestos will be disturbed due to a work process, including roadwork, excavation and remediation work, SafeWork NSW is the lead regulator. Requirements for workplaces are summarised in the *Naturally-occurring asbestos fact sheet* published by SafeWork NSW. Where naturally occurring asbestos is part of a mineral extraction process, [Department of Trade and Investment, Regional Infrastructure NSW Resources Regulator](#) is the lead regulator.

5.2 Managing naturally occurring asbestos.

Where naturally occurring asbestos is encountered or suspected, the risk from disturbance of the naturally occurring asbestos should be assessed by an occupational hygienist.

The management of naturally occurring asbestos that stays in its natural state is not prohibited if managed in accordance with an asbestos management plan. Requirements for risk management, asbestos management plans and provisions for workers are outlined in the *Naturally-occurring asbestos fact sheet* published by SafeWork NSW.

5.2.1 Management of naturally occurring asbestos by council

Council will aim to prevent the exposure of workers and the public to any naturally occurring asbestos that is known or discovered in the council workplace.

- *If naturally occurring asbestos is discovered in the LGA, Council will develop risk controls, an asbestos management plan in relation to the naturally occurring asbestos and provide guidance materials where necessary.*

6. Contamination of land with asbestos

Background information on contamination of land with asbestos and potential disturbance of asbestos contaminated sites can be found in Appendix A under sections 2 and 3. The nature of asbestos contamination of land can vary significantly and there can be ~~a number of several~~ different mechanisms available to address this contamination depending upon its source and extent.

6.1 Responsibilities for contaminated land

Responsibility for cleaning up contaminated land lies with the person responsible for contaminating the land or the relevant landowner.

Council may issue a clean-up notice to the occupier of premises at or from which council reasonably suspects that a pollution incident has occurred, or is occurring, requiring asbestos waste to be removed (under part 4.2 of the *Protection of the Environment Operations Act 1997*).

Council may also issue prevention notices (under part 4.3 of the *Protection of the Environment Operations Act 1997*) to ensure good environmental practice. If a person does not comply with a prevention notice given to the person, council employees, agents or contractors may take action to cause compliance with the notice.

Any reasonable costs incurred by Council in monitoring or enforcing clean up and prevention notices may be recovered through a compliance cost notice (under part 4.5 of the *Protection of the Environment Operations Act 1997*). Council shall keep records of: tasks undertaken; the hours Council employees have spent undertaking those tasks; and expenses incurred.

During site redevelopment Council will consider contamination with asbestos containing materials in the same way as other forms of contamination as stipulated by the *Environmental Planning and Assessment Act 1979*. That is, council will apply the general requirements of ~~State Environmental Planning Policy (SEPP) No. 55—Remediation of Land~~ [State Environmental Planning Policy Resilience and Hazards 2021](#) and reference [Council's Contaminated Land Policy](#) and the [Managing Land Contamination: Planning Guidelines SEPP 55—Remediation of Land](#).

Council provides information about land contamination on planning certificates (issued under section 10.7 of the *Environmental Planning and Assessment Act 1979*) as outlined in section 6.2.

For sites that are 'significantly contaminated' and require a major remediation program independent of any rezoning or development applications, the EPA and

SafeWork NSW are the lead regulatory authorities as outlined in Appendix A under section 2.4.2.

The management of council workplaces contaminated with asbestos is outlined in section 14.4.

6.2 Finding out if land is contaminated.

A person may request from council a planning certificate containing advice on matters including whether Council has a policy to restrict the use of land due to risks from contamination. Certificates are issued under section 10.7(2) of the *Environmental Planning and Assessment Act 1979*.

Factual information relating to past land use and other matters relevant to contamination may also be provided, even when land use is not restricted. When Council receives a request for a certificate under section 10.7(2), it may also inform applicants of any further information available under section 10.7(5). Council may also use section 10.7(5) certificates to record other information, particularly anything else of a factual nature about contamination which council deems appropriate (such as details of land history, assessment, testing and remediation).

Council records can only indicate known contaminated sites. Any site may potentially be contaminated.

6.3 Duty to report contaminated land.

A person whose activities have contaminated land or a landowner whose land has been contaminated is required to notify the EPA when they become aware of the contamination (under section 60 of the *Contaminated Land Management Act 1997*). Situations where this is required are explained in the document: *Guidelines on the duty to report contamination under the Contaminated Land Management Act 1997*.

The EPA will inform council of contaminated land matters relating to the LGA as required under section 59 of the *Contaminated Land Management Act 1997*.

6.4 Derelict buildings

Concerns regarding potential health risks from derelict properties may be directed to Council. Derelict properties include abandoned buildings, fire damaged buildings and otherwise dilapidated buildings. Where derelict properties contain friable asbestos and asbestos is exposed, either from human activities or weathering, this poses a potential risk to public health.

Council may respond to derelict properties that pose a demonstrable public health risk using a range of regulatory tools according to the particular circumstances.

Council may issue a clean-up notice or prevention notice and compliance cost notice as noted in section 6.1.

Council may also order a person to demolish or remove a building if the building is so dilapidated as to present harm to its occupants or to persons or property in the neighbourhood (under sections 9.34, 9.35, 9.36 and Schedule 5, Parts 1-3 of the *Environmental Planning and Assessment Act 1979*). An order may require immediate compliance with its terms in circumstances which the person who gives the order believes constitute a serious risk to health or safety or an emergency (under [section Schedule 5 Part 1 General Orders 121M](#) of the *Environmental Planning and Assessment Act 1979*). If a person fails to comply with the terms of an order, Council may act under Schedule 5, clauses 33 and 34 of the *Environmental Planning and Assessment Act 1979* to give effect to the terms of the order, including the carrying out of any work required by the order.

If the derelict building is on a site that is a workplace then SafeWork NSW is the lead agency responsible for ensuring that asbestos is removed by appropriately licensed removalists.

7. Responding to emergencies and incidents

Emergencies and incidents such as major collapses, cyclones, explosions, fires, storms, or vandalism can cause damage to buildings or land that contain asbestos. This can create site contamination issues and potentially expose emergency service workers and the wider public to asbestos. Emergencies or incidents can arise from natural hazards, or from accidental or deliberate human activities including criminal activity.

7.1 Responsibilities in the clean up after an emergency or incident

Council may play a role in ensuring that asbestos containing materials are cleaned up after an emergency or incident. If the emergency or incident occurs at a workplace, SafeWork NSW is the lead agency.

Council may issue a clean-up, prevention, cost compliance or penalty infringement notice as outlined in section 3.3 and section 6.1.

Alternatively, council may act under the *Environmental Planning and Assessment Act 1979* as outlined in section 6.4 of this policy.

Council will determine an appropriate response depending on the nature of the situation.

This may include to:

- Seek advice from an occupational hygienist on the likely level of risk and appropriate controls required.
- Liaise with or consult the appropriate agencies.
- Inform emergency personnel of any hazards known to council as soon as practicable.
- Follow the *Code of practice on how to safely remove asbestos* published by ~~safe work australia~~[Safework NSW](#)
- Ensure that any council workers attending the site have appropriate training and are wearing appropriate personal protective equipment.
- Exclude the public from the site.
- Inform the public of the potential sources of exposure to asbestos, health risks and emergency management response.
- Minimise the risks posed by any remaining structures (see section 6.4).
- Address the risks posed by disturbed asbestos containing materials by engaging a licensed removalist (as outlined in section 14.6.2) or issuing a clean-up or prevention notice (as outlined in section 6.4) to ensure asbestos containing materials are removed for disposal.
- Ensure that the site is kept damp, at all times or sprayed with PVA glue, particularly where friable asbestos is present, if considered appropriate (noting that in some instances this may not be appropriate, for example if there are live electrical conductors or if major electrical equipment could be permanently damaged or made dangerous by contact with water).
- Ensure that asbestos containing materials are disposed of at a facility licensed to accept asbestos waste and sight proof of appropriate disposal through weighbridge dockets or similar documentation.

7.2 Advice to the public regarding clean up after an emergency or incident

During a clean up after an emergency or incident, the possibility of neighbours being exposed to asbestos fibres may be very low if precautions are taken to minimise the release and inhalation of asbestos dust and fibres.

As a precautionary measure, where Council is involved in a clean-up, Council may consider advising those in neighbouring properties to:

- avoid unnecessary outdoor activity and do not put any laundry outside during the clean up
- close all external doors and windows and stay indoors during the clean up
- consider avoiding using air conditioners that introduce air from outside into the home during the clean-up
- dispose of any laundry that may have been contaminated with asbestos as asbestos waste after the clean up (advice on disposing of asbestos waste is provided in section 10)
- use a low pressure hose on a spray configuration to remove visible dust from pathways after the clean up
- wipe dusty surfaces with a damp cloth and bag and dispose of the cloth as asbestos waste after the clean up (advice on disposing of asbestos waste is provided in section 10)
- any other measures recommended by an occupational hygienist following assessment of the situation.

8. Council's process for changing land use

Council recognises the need to exercise care when changing zoning for land uses, approving development or excavating land due to the potential to uncover known or unknown asbestos material from previous land uses (for example, where a site has been previously been used as a landfill or for on-site burial of asbestos waste).

~~State Environmental Planning Policy No. 55 – Remediation of Land~~ State Environmental Planning Policy Resilience and Hazards 2021 states that land must not be developed if it is unsuitable for a proposed use because it is contaminated. If the land is unsuitable, remediation must take place before the land is developed.

Managing sites contaminated with asbestos material is addressed in section 6.

9. Council's process for assessing development

This section applies to development applications assessed under the *Environmental Planning and Assessment Act 1979* and complying development applications assessed under the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* or Council's complying codes (see section 9.5.2). This includes alterations and additions to residential development, which may include internal work as well as extensions to the existing main structure, or changes to outbuildings, sheds or garages.

This section also covers renovations that do not require development consent or a complying development certificate. Development consent is not required to maintain an existing structure. For example, the replacement of windows, doors and ceilings may involve the removal of asbestos but does not constitute development under the *Environmental Planning and Assessment Act 1979*. In these instances, council has an educative role in providing owners and occupiers with advice and information about the identification and safe management of asbestos.

9.1 Responsibilities for approving development

Council is the consent authority for the majority of development applications in the LGA. The ~~Joint-Western~~ Regional Planning Panel (JWRPP) is also ~~consent~~the consenting authority for certain local or regional development. Council may have representation on the ~~JRPP Regional Panel~~.

Council or the ~~JRPP Regional Panel~~ may impose conditions of consent and a waste disposal policy to a development consent to ensure the safe removal of asbestos, where asbestos has been identified or may be reasonably assumed to be present.

Either Council or a private certifier may assess a complying development certificate. Where a private certifier is engaged to assess a complying development certificate, the private certifier is responsible for ensuring that the proposed development activities include adequate plans for the safe removal and disposal of asbestos.

This also applies to the demolition of buildings. Certifiers are able to issue a complying development certificate under the Demolition Code of the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*. Further information on demolition is provided in section 9.4.

When a private certifier issues a complying development certificate and is appointed as the Principal Certifying Authority for the development, it is the certifier's responsibility to follow up to ensure that works including asbestos handling, removal and disposal if present, are carried out appropriately in accordance with the *Environmental Planning and Assessment Regulation 2000* (clause 136E). Compliance is covered in section 9.7.

9.2 Providing advice to home owners, renovators and developers

Council is committed to providing information to minimise the risks from asbestos in the LGA. Information is provided below and in Appendix A. Appendix B lists additional sources of information on how to deal safely with the risks of asbestos and Appendix J lists asbestos containing products that may be found around the home.

The key points are:

- Before any renovation, maintenance or demolition work is carried out, any asbestos or asbestos containing materials should be identified (refer to section 9.3).
- Where a material cannot be identified or it is suspected to be asbestos, it is best to assume that the material is asbestos and take appropriate precautions.
- If asbestos containing materials can be maintained in good condition it is recommended that they be safely contained, left alone and periodically checked to monitor their condition, until demolition or redevelopment. If asbestos materials cannot be safely contained, they should be removed as outlined in section 9.4.
- For demolition or redevelopment, any asbestos containing materials should be safely removed and disposed of prior to the work commencing.

Anyone who is undertaking renovations themselves without a contractor is encouraged to refer to Appendices A and B for more information and contact Council where they require further advice or clarification. Anyone engaging an asbestos removal contractor may contact SafeWork NSW with any queries as SafeWork NSW regulates asbestos removal by workers (as explained in section 9.4). Contact details for council and SafeWork NSW are provided in Appendix E.

9.3 Identifying asbestos

Information on common places where asbestos is likely to be found in residential, commercial and industrial premises with materials from prior to 2004 on the premises is provided in Appendix A.

A person may apply to Council for a planning certificate (called a section 10.7 certificate) for the relevant land. Council may provide information on a planning certificate including whether Council has a policy to restrict the use of land due to risks from asbestos contamination, as outlined in section 6.2.

Council aims to ensure that records are, as far as possible, accurate. In some instances, Council may not have up-to-date information about asbestos for a property. Council may be able to provide general advice on the likelihood of asbestos being present on the land based on the age of the buildings or structures on the land. A general guide to the likelihood of asbestos presence based on building age is provided in Appendix A under section 2.2.

The most accurate way to find out if a building or structure contains asbestos is to obtain an asbestos inspection by a person competent in the identification and assessment of asbestos, such as an occupational hygienist (a competent person is defined by the *NSW Work Health and Safety Regulation 2017*). This is highly advisable before undertaking major renovations to buildings constructed, or containing materials from prior to 2004.

Property owners and agents are encouraged to inform any tenants or occupiers of the presence of asbestos and to address any potential asbestos hazards where appropriate.

Property owners who let their properties out are required to identify any asbestos within those properties before any work is carried out (this includes residential properties).

The *Work Health and Safety Regulation 2017* states that the person conducting a business or undertaking in any building constructed before 31 December 2003 must identify if there is any asbestos in the building.

All commercial properties that contain asbestos must have and maintain a current asbestos register and asbestos management plan.

9.4 Removing asbestos, refurbishments and demolitions

9.4.1 Removing asbestos at domestic premises

If development is undertaken by contractors, as is the case with a lot of home renovations, then the work is considered to be at a workplace and is regulated by SafeWork NSW under the *NSW Work Health and Safety Regulation 2017*. This requires that a person conducting a business or undertaking who is to carry out refurbishment or demolition of residential premises must ensure that all asbestos that is likely to be disturbed by the refurbishment or demolition is identified and, so far as reasonably practicable, is removed before the refurbishment or demolition is commenced.

Depending on the nature and quantity of asbestos to be removed, a licence may be required to remove the asbestos. The requirements for licenses are outlined below and summarised in the table in Appendix K. SafeWork NSW is responsible for issuing asbestos licences.

Friable asbestos must only be removed by a licensed removalist with a friable (Class A) asbestos removal licence. Except in the case of the removal of:

- asbestos containing dust associated with the removal of non-friable asbestos, or
- asbestos containing dust that is not associated with the removal of friable or non-friable asbestos and is only a minor contamination (which is when the asbestos contamination is incidental and can be cleaned up in less than one hour).

The removal of more than 10 square metres of non-friable asbestos or asbestos containing material must be carried out by a licensed non-friable (Class B) or a friable (Class A) asbestos removalist.

The removal of asbestos containing dust associated with the removal of more than 10 square metres of non-friable asbestos or asbestos containing material requires a non-friable (Class B) asbestos removal licence or a friable (Class A) asbestos removal licence.

Removal of 10 square metres or less of non-friable asbestos may be undertaken without a licence. However, given the risks involved, Council encourages residents to consider engaging a licensed asbestos removal contractor. The cost of asbestos removal by a licensed professional is comparable in price to most licensed tradespeople including electricians, plumbers and tilers.

All asbestos removal should be undertaken in accordance with the *Code of practice on how to safely remove asbestos* Safe Work Australia.

If a residential premise is a workplace, the licensed asbestos removalist must inform the following persons before licensed asbestos removal work is carried out:

- the person who commissioned the work
- a person conducting a business or undertaking at the workplace
- the owner and occupier of the residential premises
- anyone occupying premises in the immediate vicinity of the workplace (as described in section 467 of the *NSW Work Health and Safety Regulation 2017*).

In certain circumstances, a premise may be used for both residential and commercial purposes and is therefore classified as a workplace.

All licensed asbestos removal must be:

- supervised by a supervisor named to SafeWork NSW
- notified to SafeWork NSW at least five days prior to the work commencing.

Requirements for the transport and disposal of asbestos waste are covered in Section 10.

9.4.2 Removing asbestos at workplaces

The *NSW Work Health and Safety Regulation 2017* specifies requirements for demolition and refurbishment at a workplace with structures or plants constructed or installed before 31 December 2003. SafeWork NSW is the lead agency for regulating the safe management of asbestos at workplaces.

9.4.3 Obtaining approval for demolition

Demolition work must comply with *Australian Standard AS 2601 – 2001: The demolition of structures*. In most circumstances demolition of a structure requires development consent or a complying development certificate. Applicants need to enquire to Council as to whether and what type of approval is required. Where a development application is required Council's standard conditions need to be applied to ensure that asbestos is safely managed. Council's conditions for development consent are referred to in section 9.6.

A wide range of development, including residential, industrial and commercial development, can be approved for demolition as complying development under the Demolition Code of the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* and the *Environmental Planning and Assessment Regulation 2000* provides mandatory conditions for complying development certificate applications.

The *Code of practice for demolition work* (published by ~~Safe Work Australia in 2016~~ Safework NSW 2019) provides practical guidance to persons conducting a business or undertaking on how to manage the health and safety risks associated with the demolition work. The *Code of practice for demolition work* applies to all types of demolition work.

9.5 Exempt or complying development

9.5.1 Exempt development

Exempt development does not require any planning or construction approval if it meets the requirements of the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*.

This means that there is no ability for Council or a private certifier to impose safeguards for the handling of asbestos through conditions of development consent. However, Council advises that all asbestos removal work should be carried out in accordance with the *Code of practice on how to safely remove asbestos* ~~Safe Work Australia~~[Safework NSW](#)

9.5.2 Complying development.

The *Environmental Planning and Assessment Regulation* ~~2021~~[2000](#) (clause ~~152~~ [136E](#)) outlines conditions under which a complying development certificate can be issued for development that involves building work or demolition work and friable or non-friable asbestos.

~~Applications for complying development certificates must include details of the estimated area (if any) in square metres of friable and/or non-friable asbestos material that will be disturbed, repaired or removed in carrying out the development (under Schedule 1 part 2 of the Environmental Planning and Assessment Regulation 2000).~~

Where ~~more than 10 square metres of non-friable~~ asbestos is to be removed, a contract evidencing the engagement of a licensed asbestos removal contractor is to be provided to the principal certifying authority. The contract must specify the landfill site lawfully able to accept asbestos to which the removed asbestos will be delivered.

If the contract indicates that asbestos will be removed to a specified landfill site, the person having the benefit of the complying development certificate must give the principal certifying authority a copy of a receipt from the operator of the landfill site stating that all the asbestos material referred to in the contract has been received by the operator.

~~If the work involves less than 10 square metres of non-friable asbestos and is not undertaken by a licensed contractor, it should still be undertaken in a manner that minimises risks as detailed in the Code of practice on how to safely remove asbestos safe work Australia. In instances where asbestos removal is less than 10 square metres of non-friable asbestos and not from a place of work, then SafeWork NSW would not be the agency responsible for regulating this activity. Concerns or complaints may be directed to council as outlined in section 11.~~

The *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* outlines the requirements for the applicant to notify their neighbours that works may include asbestos removal.

Further requirements to inform other persons of licensed asbestos removal are described in section 467 of the *NSW Work Health and Safety Regulation 2017* as noted in section 9.4.1 of this policy.

9.6 Development applications

If a proposed building does not meet the requirements of exempt or complying development then there is a final planning approval option: a development application (DA). A DA can only be approved by a local council, the ~~JRPP~~[Regional Panel](#) or, for very large, State-significant development proposals, the State Government. A development application needs to be prepared and it will be assessed in accordance with the development standards established by council. Council may undertake a site inspection as part of the DA assessment.

9.6.1 Pre-development application advice regarding asbestos

Council's pre-DA service enables proponents to discuss asbestos-related issues with council prior to lodging a DA, if the issue is raised. Council may inform applicants of this policy, fact sheets or websites. Generally this may be most relevant to structures erected or modified before the 1980s and any other structure that could be reasonably suspected to contain asbestos including those with building materials from prior to 2004.

9.6.2 Conditions of consent

Conditions of consent will be determined on merit on a case by case basis taking into consideration the proposed work to be undertaken as prescribed in the application and the supporting documentation. This policy will form part of the determination where removal of asbestos material is identified as part of the application or through the assessment phase and will be referred to in the conditions of consent.

9.7 Compliance and enforcement

9.7.1 Responsibilities for compliance and enforcement

The controls rely on information being provided and checked by the principal certifying authority which may be either the local council or a private certifier. A private certifier has powers under the *Environmental Planning and Assessment Act 1979* to issue construction certificates, compliance certificates, complying development certificates, occupation certificates and to carry out mandatory inspections. Councils will not always be the principal certifying authority. When a council is not nominated as the principal certifying authority for a complying development certificate or development application, the council may not have any knowledge of the asbestos matter. Accordingly, coordination of compliance and/or enforcement actions between the council and the private certifier will be required.

Council may ~~take action~~ act on any development for which council has issued the development consent, even when not appointed as the principal certifying authority to ensure enforcement. Where Council receives a complaint about a development for which Council is not the principal certifying authority, Council should consider whether Council is the appropriate authority to resolve the matter. Complaints that warrant action by councils because of their greater enforcement powers include:

- urgent matters, for example, a danger to the public or a significant breach of the development consent or legislation
- matters that are not preconditions to the issue of the occupation/subdivision certificate.

In relation to naturally occurring asbestos, Council is to verify compliance with environmental planning and assessment legislation and together with the EPA and SafeWork NSW is to coordinate enforcement where non-compliance is suspected.

9.7.2 Compliance strategies

Illegal works include:

- works that are undertaken without a required development consent or complying development certificate
- works that are undertaken that do not comply with the conditions of the development consent or complying development certificate.

Where Council becomes aware of illegal work involving asbestos or asbestos containing materials, Council will notify SafeWork NSW if the site is a workplace.

The *Environmental Planning and Assessment Act 1979* empowers Council to issue orders to direct specific work be undertaken to comply with a development consent.

Council may need to issue an order under the *Local Government Act 1993* (Section 124) to direct a person to 'do or refrain from doing such things as are specified in the order to ensure that land is, or premises are, placed or kept in a safe or healthy condition.'

Council may also issue a clean-up notice or prevention notice under the *Protection of the Environment Operations Act 1997* as outlined in section 6.1 of this policy.

Council may audit asbestos-related demolition works which Council has recently approved by using a legal notice under section 192 of the *Protection of the Environment Operations Act 1997* to require developers to provide information and records regarding disposal of their asbestos waste.

Council will apply its regulatory function in accordance with Council's Enforcement Policy where breaches of the regulations are known and where required, prima facie evidence is obtained.

10. Managing asbestos as a waste

It is illegal to dispose of asbestos waste in domestic garbage bins or to recycle, reuse, bury or illegally dump asbestos waste. Asbestos must not be placed in general waste skip bins, yet there have been instances where asbestos has been illegally placed in skip bins by third parties. Members of the public need to be aware of this hazard and may need to secure their skip bins to prevent a third party from illegally disposing of asbestos in the skip bin.

Asbestos waste (in any form) must only be disposed of at a landfill site that may lawfully receive asbestos waste.

10.1 Responsibilities for asbestos waste management

Council's responsibilities for asbestos waste management are outlined in section 3.3.

The handling, and where appropriate, temporary storage of asbestos waste at worksites, is regulated by SafeWork NSW.

The EPA regulates premises that have or require an environment protection licence in accordance with the *Protection of the Environment Operations Act 1997*. A licence is required where more than 5 tonnes of asbestos waste, brought from off-site, is stored at any time. All other sites where asbestos waste is stored, typically those that are non-work sites, are regulated by local councils.

10.2 Handling asbestos waste for disposal

The Code of practice on how to safely remove asbestos ~~safe—work~~ ~~australia~~[Australia](#)[Safework NSW](#) provides details on waste containment and disposal and controls applicable to all types of asbestos removal (in section 4.8 of the Code).

10.3 Transporting asbestos waste

The following requirements apply to the transport of asbestos waste and non-compliance with these requirements is an offence under the *Protection of the Environment Operations (Waste) Regulation-20052014* clause ~~42(3):78~~

- ~~a. non friable asbestos material must be securely packaged at all times~~
- ~~b. friable asbestos material must be kept in a sealed container~~
- ~~c. asbestos contaminated soils must be wetted down~~
- ~~d. all asbestos waste must be transported in a covered, leak-proof vehicle.~~

(1) A person who transports asbestos waste must ensure that any part of any vehicle in which the person transports the waste is covered, and leak-proof, during its transportation.

- (2) A person who transports bonded asbestos material must ensure that it is securely packaged during its transportation.
- (3) A person who transports friable asbestos material must ensure that it is in a sealed container during its transportation.
- (4) A person who transports asbestos waste (other than bonded asbestos material that is securely packaged or friable asbestos material that is in a sealed container) must ensure that it is wetted down during its transportation.

Asbestos waste that is transported interstate must be tracked in accordance with the *Protection of the Environment Operations (Waste) Regulation 2005*. ~~2014 Asbestos waste transported within New South Wales does not need to be tracked. The waste tracking system is administered by the EPA. An environment protection licence is required to transport asbestos waste interstate where any load contains more than 200 kilograms of asbestos waste.~~

It is an offence to transport waste to a place that cannot lawfully receive that waste, or cause or permit waste to be so transported (under section 143 of the *Protection of the Environment Operations Act 1997*). Penalty notices may be issued for \$1500 (to individuals) and \$5000 (to corporations).

10.4 Disposing of asbestos waste at waste facilities

Council accepts non-friable asbestos waste at the Narromine ~~and Trangie~~ landfill sites.

Narromine:

- hours of operation – open Mon, Wed, Fri, Sat & Sun 9am to 4pm
- contact details – 6889 9957
- any fees for disposing of asbestos waste – refer to Council's fees & charges
- additional information can be found on Council's website, www.narromine.nsw.gov.au
- any further details provided in the appendices.

~~Trangie:~~

- ~~• hours of operation – open Wed & Fri 8am to 12pm; Sat & Sun 9am to 4pm~~
- ~~• contact details – 6889 9950~~
- ~~• any fees for disposing of asbestos waste – refer to Council's fees & charges~~
- ~~• additional information can be found on Council's website, www.narromine.nsw.gov.au~~
- ~~• any further details provided in the appendices.~~

Council does not accept asbestos waste at the Trangie Waste Facility and Tomingley transfer station.

Persons delivering waste to a landfill site must comply with the following requirements:

- a person delivering waste that contains asbestos to a landfill site must inform the landfill occupier of the presence of asbestos when delivering the waste.
- when unloading and disposing of asbestos waste at a landfill site, the waste must be unloaded and disposed of in such a manner as to prevent the generation of dust or the stirring up of dust.

Non-compliance with these requirements is an offence under the *Protection of the Environment Operations (Waste) Regulation 2005* and these offences attract strong penalties.

10.4.1 Situations in which asbestos waste may be rejected from waste facilities

Asbestos waste may be rejected from a waste facility if the waste is:

- not correctly packaged for delivery and disposal (as per sections 10.2 and 10.3)
- not disclosed by the transporter as being asbestos or asbestos containing materials, or
- taken to a waste facility that does not accept asbestos waste.

Where waste is rejected, the waste facility must inform the transporter of ~~the waste of~~ a waste facility to which the waste may be transported, that is, a waste facility at which the waste can be legally accepted (as required by the *Protection of the Environment Operations (Waste) Regulation-~~2014 2005~~*).

Individuals may be fined \$1500 and corporations may be fined \$5000 under the *Protection of the Environment Operations Act 1997* and *Protection of the Environment Operations (Waste) Regulation- ~~2014 2005~~* for transporting asbestos waste to a facility that cannot lawfully receive asbestos waste.

10.5 Illegal dumping of asbestos waste

Illegal dumping is the unlawful deposit of waste onto land. That is waste materials dumped, tipped, or otherwise deposited onto private or public land where no licence or approval exists to accept such waste. Illegal landfilling, which is waste used as fill material with the consent of the owner or occupier of the land but without the necessary council or EPA approvals, is also considered to be illegal dumping and pollution of land.

Illegal dumping of asbestos waste in public places such as parks, streets or nature strips can attract regulatory action including:

- on the spot fines of up to \$5000
- prosecution for pollution of land of up to \$1 million for a corporation and \$120,000 for each day the offence continues (under section 142A of the *Protection of the Environment Operations Act 1997*), or
- up to \$1 million, or seven years imprisonment, or both for an individual (under section 119 of the *Protection of the Environment Operations Act 1997*).

The responsibility for cleaning up illegally dumped waste lies with the person or company that deposited the waste. If they cannot be identified the relevant landowner becomes the responsible party.

Local councils are the appropriate regulatory authority for illegal dumping unless:

- the activity was part of the carrying on of an activity listed in Schedule 1 of the *Protection of the Environment Operations Act 1997*
- the activity was carried out by a public authority or the state, or
- the site is regulated by a different authority such as the Minister for Planning and Infrastructure.

A handbook to assist Aboriginal communities to prevent and arrange the clean-up of illegal dumping (published by the EPA) is noted in Appendix B.

10.6 Asbestos remaining on-site

The disposal of asbestos on site is not encouraged as it requires an effective ongoing system of long term management to ensure the material does not pose unacceptable risks to future site activities and occupants. For on-site burial of asbestos waste, Council will seek advice from the EPA. Council will confirm if on-site disposal is permitted under planning controls whether or not consent is required and will require recording of on-site disposal on the zoning certificate (section 10.7 certificate).

11. Complaints and investigations

Complaints and inquiries may be directed to council about incidents in public places and private properties. Complaints and inquiries regarding a workplace should be directed to SafeWork NSW. Complaints and inquiries regarding licensed premises under the *Protection of the Environment Operations Act 1997* should be directed to the EPA.

Council will respond to complaints and inquiries regarding:

- Council's requirements in relation to development, land management and waste management
- derelict properties
- general asbestos safety issues
- illegal dumping
- safe removal and disposal of minor quantities of asbestos materials
- unsafe work at a residential property conducted by a homeowner or tenant.

Complaints about Council in relation to asbestos may be directed to the NSW Ombudsman.

Part 2 – Management of asbestos risks within Council

12. Rights and responsibilities of workers at the council workplace

12.1 Duties of council workers at the council workplace

12.1.1 The General Manager

The General Manager has a duty to exercise due diligence to ensure that Council complies with the *NSW Work Health and Safety Act 2011* and the *NSW Work Health and Safety Regulation 2017*. This includes taking reasonable steps to ensure that Council has and uses appropriate resources and processes to eliminate or minimise risks associated with asbestos.

12.1.2 Workers

Workers have a duty to take reasonable care for their own health and safety and that they do not adversely affect the health and safety of other persons. Accordingly, workers:

- must comply with this policy and any reasonable instruction or procedure relating to health and safety at the workplace
- must use any personal protective equipment provided, in accordance with information, training and reasonable instruction provided so far as the worker is reasonably able
- may cease, or refuse to carry out, work if the worker has a reasonable concern that to carry out the work would expose them, or other persons, to a serious health or safety risk, emanating from an immediate or imminent exposure to a hazard
- should ensure they are using the latest version of all relevant procedures, plans, guidelines and legislation (refer to Appendix G).

Managers are responsible for ensuring workers who report to them have access to this policy and appropriate information, documentation and training.

12.1.3 Prohibited work activities

Council will not permit the use of the following on asbestos or asbestos containing material:

- high pressured water spray (unless for firefighting or fire protection purposes), or
- compressed air.

Council will not permit the following equipment to be used on asbestos or asbestos containing material unless the use of the equipment is controlled in accordance with the NSW Work Health and Safety Regulation 2017

- power tools
- brooms (note brooms are allowed for use on vinyl floor tiles), or
- any other implements that cause the release of airborne asbestos into the atmosphere.

Council may have activities council employees will not undertake or be allowed to undertake. For further clarification, refer to Council's Asbestos [Management Plan/Policy](#) (Internal Use).

12.2 Responsibilities of council to council workers

12.2.1 Council's general responsibilities

Council has general responsibilities under the NSW Work Health and Safety Act 2011 and the NSW Work Health and Safety Regulation 2017. Accordingly, council will:

- not use any asbestos containing materials (unless in accordance with part 8.1 (419) of the NSW Work Health and Safety Regulation 2017) and will not cause or permit asbestos waste in any form to be reused or recycled
- ensure that exposure of a person at the workplace to airborne asbestos is eliminated so far as is reasonably practicable
- ensure that the exposure standard for asbestos (defined in Appendix C) is not exceeded in the workplace
- notify SafeWork NSW immediately if persons are likely to be affected by asbestos fibres or if an air monitoring process records respirable asbestos fibre levels above 0.02 fibres/ml of air
- ensure that any contractors engaged to undertake the removal of asbestos for council are appropriately licensed
- consult with workers as required by the Work Health and Safety Act 2011.

Council will not import asbestos or asbestos containing material into Australia as prohibited under the Customs (Prohibited Imports) Regulations 1956. If plant or other materials are imported from countries where asbestos is not yet prohibited, Council shall ensure the plant or materials do not contain asbestos prior to supply or use in the workplace.

12.2.2 Education, training and information for workers

As required by the NSW Work Health and Safety Act 2011 and NSW Work Health and Safety Regulation 2017, Council will:

- provide any information, training, instruction or supervision that is necessary to protect all persons at the workplace from risks to their health and safety arising from work carried out as part of the conduct of Council business
- ensure workers who Council reasonably believes may be involved in asbestos removal work or the carrying out of asbestos-related work in the workplace are trained in the identification, safe handling and suitable control measures for asbestos and asbestos containing material.

Any workers who are involved in any activity listed in Appendix A under section 3 on behalf of, or for, council shall be provided with access to a copy of this policy and information and training suitable to their role and the activity.

Workers may be required to sign a statement to the effect that they acknowledge they have received, read and understood a copy of council's Asbestos Policy and any relevant procedures, or alternatively workers may note this in council's electronic record keeping system.

Council may also provide information and training to council employees who may need to respond to asbestos issues related to renovations and developments as outlined in section 9.

Topics training are outlined in the *Code of practice on how to safely remove asbestos* Safe work australia Education and training will only be provided by appropriately accredited individuals.

Education and training may include both initial induction and ongoing reinforcement on a regular basis. council may wish to provide examples of how education and training will be delivered and reinforced such as tool box meetings, general in-house training or on council's intranet.

A record of asbestos training undertaken by each worker will be kept until five years after the day the worker ceases to work for council.

12.2.3 Health monitoring for workers

Council will ensure health monitoring is provided to a worker if they are carrying out licensed asbestos removal work, other ongoing asbestos removal work or asbestos-related work at the workplace for council and are at risk of exposure to asbestos when carrying out the work.

The health monitoring will be consistent with the *Code of practice on how to safely remove asbestos* Safe Work Australia and meet the requirements of the NSW Work Health and Safety Regulation 2017 (part 8.5 Division 1).

Health counselling may be appropriate where a heightened sense of concern exists for individuals possibly exposed to elevated levels of airborne asbestos fibres.

Employees who were exposed to asbestos in the past and if there is a risk to the health of the employee as a result of that exposure, are covered by the NSW Work Health and Safety Regulation 2017 (clauses 435-444). Council will ensure these employees are kept on the health monitoring program.

Council will in accordance with the principles of this policy:

- Carry out risk assessments of Narromine Shire Council worksites to identify asbestos.
- Maintain a register containing the location of Narromine Shire Council worksites which contain or are suspected of containing asbestos (ACM).
- The register will also include identification of potential risks, work carried out on asbestos, implementation of control measures and persons accessing areas where asbestos may present a risk.
- Remove or control identified ACM as far as reasonably practicable in correlation with its level of risk.
- Use established consultation mechanisms with all workers, their health and safety representatives and others when removing ACM from a workplace. Continually monitor and work towards ACM free worksites.
- Conduct air monitoring to ensure the exposure standard is not exceeded at the workplace.
- Ensure all workers are trained in the identification, safe handling of and appropriate controls for, suspected ACM.
- Ensure health surveillance is provided to all workers that have been exposed to ACM.
- Dispose of presumed and identified ACM according to legislative and regulatory requirements at its landfill depot.
- Provide information about asbestos to the community.

Council ~~commits to~~ develop~~ing~~ a health monitoring ~~plan~~/procedures based on the *Code of practice on how to safely remove asbestos* and part 8.5 Division 1 of the NSW Work Health and Safety Regulation 2017.

13. Identifying and recording asbestos hazards in the council workplace

This section outlines how Council will identify and record asbestos hazards in the workplace. This section does not cover naturally occurring asbestos which is addressed in section 5 or illegal dumping which is addressed in section 10.5.

13.1 Identifying asbestos

Council will ensure, so far as is reasonably practicable, that all asbestos or asbestos containing material at the workplace is identified by a competent person (as defined by the *NSW Work Health and Safety Regulation 2017*). If a material cannot be identified or accessed, it will be assumed to be asbestos. This does not apply if Council has reasonable grounds to believe that asbestos or asbestos containing material is not present.

13.1.1 Material sampling

Council may choose to identify asbestos or asbestos containing material by arranging for a sample to be analysed. Where Council arranges sampling of asbestos containing material, this will be undertaken by an appropriately trained and competent Council worker or a competent person will be contracted to undertake this task. Analysis of the sample must only be carried out by a National Association of Testing Authorities (NATA) accredited laboratory (refer to Appendix E) or a laboratory approved or operated by the regulator.

13.2 Indicating the presence and location of asbestos

Council will clearly indicate the presence and location of any asbestos or asbestos containing material identified or assumed at the workplace. Where it is reasonably practicable to do so, Council will indicate the presence and location of the asbestos or asbestos containing material by a label.

13.3 Asbestos register

- **Council will prepare an asbestos register and keep it at the workplace.**

Council's asbestos register will be maintained to ensure the register lists all identified (or assumed) asbestos in the workplace and information in the register is up to date. The asbestos register will be accessible, reviewed, revised and otherwise managed as mandated by the *NSW Work Health and Safety Regulation 2017* (clauses 425 – 428).

Council will ensure that any worker carrying out or intending to carry out work at a council workplace that involves a risk of exposure to airborne asbestos, is given a copy of the asbestos register.

13.4 Suspected asbestos

If a worker suspects there is asbestos in a Council workplace, they should inform their manager or supervisor. A competent worker should check the asbestos register for existing asbestos locations and control measures and may need to arrange for an inspection and sampling of the material (refer to section 13.1.1). If it is likely that asbestos or suspected asbestos is present, the asbestos register will be updated and workers will be notified of any newly identified asbestos locations.

Council may need to manage the suspected asbestos as outlined in section 14. If the suspected asbestos has been disturbed and has, or could, become airborne, council may need to respond immediately as outlined in section 15.

14. Managing asbestos-related risks in the council workplace

14.1 Asbestos management plan

Council will prepare an asbestos management plan. The asbestos management plan will be accessible, reviewed, revised and otherwise managed as mandated by the NSW Work Health and Safety Regulation 2017 clause 429.

14.2 Asbestos management plan for naturally occurring asbestos

Council is not aware of any naturally occurring asbestos in the workplace. If naturally occurring asbestos is discovered, council will prepare an asbestos management plan in relation to the naturally occurring asbestos in accordance with the NSW Work Health and Safety Regulation 2017 part 8.4 (Management of naturally occurring asbestos).

14.3 Management options for asbestos-related risks in the council workplace

Council's asbestos management plan when developed, will include decisions and reasons for decisions about the management of asbestos at the workplace.

Options for managing asbestos-related risks include:

- removal of asbestos or asbestos containing materials (preferred wherever reasonably practicable)
- interim control measures: enclosure (only for non-friable asbestos), encapsulation (when the original asbestos bond is still intact) or sealing (where the sealed material is unlikely to be subject to mechanical damage) asbestos containing material, to be implemented along with regular inspections by a competent person
- leaving asbestos containing material in situ (deferring action).

Council may undertake an asbestos risk assessment, in consultation with workers and/or their representatives, in order to inform decision-making. Only competent persons will perform risk assessments or any subsequent reviews or revisions of risk assessments.

For all asbestos work or asbestos-related work, safe work practices will be in place and suitable personal protective equipment will be used.

14.4 Sites contaminated with asbestos that are council workplaces

Where asbestos is identified as contaminating a workplace, the site will be included in Council's asbestos register and asbestos management plan.

Council may need to ensure that an exposure assessment is undertaken and that appropriate risk management options are determined and implemented.

For asbestos in soil or aggregate, a suitably qualified occupational hygienist must carry out an assessment if the material in the soil and aggregate is unknown or classified as friable.

Council should engage specialists, who may include asbestos removalists, for all cases except in the case of minor, non-friable contaminations.

Further details on managing land contaminated with asbestos may be found in section 6.

14.5 Demolition or refurbishment of council buildings and assets

Council will ensure that before any demolition or refurbishment of a Council structure or plant constructed or installed before 31 December 2003 is undertaken, the asbestos register is reviewed and a copy provided to the business undertaking the demolition or refurbishment. Council will ensure that any asbestos that is likely to be disturbed is identified and, so far as is reasonably practicable removed.

14.6 Removal of asbestos in the council workplace

Removal of asbestos or asbestos containing materials in the council workplace will be undertaken in accordance with the:

- NSW Work Health and Safety Act 2011
- NSW Work Health and Safety Regulation 2017

Council may also refer to the *Code of practice on how to safely remove asbestos* ~~safe work australia~~ [SafeWork NSW](#)

For licensed asbestos removal work, a licensed asbestos removalist must meet the requirements of the NSW Work Health and Safety Regulation 2017 including the requirements to:

- notify SafeWork NSW at least five days prior to the asbestos removal work commencing. However, in the case of emergency work, such as burst pipes, fires and illegally dumped asbestos, Council may request to SafeWork NSW that this five day period be waived
- prepare, supply and keep an asbestos removal control plan
- obtain a copy of the asbestos register before carrying out asbestos removal work
- inform the person with management or control of the workplace that the licensed asbestos removal work is to be carried out at the workplace
- erect signs and barricades
- limit access to the asbestos removal area
- properly dispose of asbestos waste and dispose of, or treat, contaminated personal protective equipment
- arrange a clearance inspection and clearance certificate.

Where Council is informed that asbestos removal work is to be carried out at the workplace, Council will inform workers and those in the immediate vicinity of the workplace and limit access to the asbestos removal area as per the NSW Work Health and Safety Regulation 2017.

14.6.1 Removal by Council employees

A list of employees trained and nominated to remove asbestos as well as the nominated supervisors should be listed in council's asbestos management plan.

Council will ensure that before any Council employee undertakes asbestos (or suspected asbestos) removal work they are:

- appropriately trained
- adequately supervised
- provided with appropriate personal protective equipment and clothing
- provided access to this policy
- provided with information about the health risks and health effects associated with exposure to asbestos and the need for, and details of, health monitoring.

14.6.2 Removal by contractors

Where Council commissions the removal of asbestos at the workplace, Council will ensure asbestos removal work is carried out only by a licensed asbestos removalist who is appropriately licensed to carry out the work, unless specified in the NSW Work Health and Safety Regulation 2017 that a licence is not required.

Where Council requires the services of asbestos removalists, Council will require the licence details of asbestos removalists prior to engaging their services and will verify the licence details with SafeWork NSW's Certification Unit prior to entering a contract or agreement with the licensed asbestos removalists.

Council is required to ensure that the work is carried out by a competent person who has been trained in the identification and safe handling of, and suitable control measures for, asbestos and asbestos containing material. Council will therefore require a statement in a written contract or agreement with the licensed asbestos removalist that the licensed asbestos removalist who will undertake the work has been adequately trained.

Council will provide a copy of the asbestos register to the licensed asbestos removalist.

Where council becomes aware of any breaches by licensed asbestos removalists, council will report this to SafeWork NSW.

14.6.3 Clearance inspections and certificates

Where Council commissions any licensed asbestos removal work, Council will ensure that once the licensed asbestos removal work has been completed, a clearance inspection is carried out and a clearance certificate is issued by an independent licensed asbestos assessor (for Class A asbestos removal work) or an independent competent person (in any other case) before the asbestos removal area is re-occupied.

The friable asbestos clearance certificate will require visual inspection as well as air monitoring of the asbestos removal site. Air monitoring is mandatory for all friable asbestos removal. The air monitoring must be conducted before and during Class A asbestos removal work by an independent licensed asbestos assessor.

The friable asbestos clearance certificate is to state that there was no visible asbestos residue in the area or vicinity of the area where the work was carried out and that the airborne asbestos fibre level was less than 0.01 asbestos fibres/ml.

15. Accidental disturbance of asbestos by workers

In situations where asbestos is accidentally disturbed by Council work and has, or could, become airborne, Council will act to minimise exposure of workers and the wider public to airborne asbestos.

It may be appropriate that council:

- *stop works in the vicinity of the asbestos immediately*
- *inform the site supervisor immediately, inform necessary workers and record the incident*
- *evacuate the area*
- *provide personal protective equipment and briefing to appropriately trained workers who will respond to the incident*
- *restrict access to the area and ensure only appropriately trained and equipped council workers attend the site*
- *exclude the public from the site and provide information to the public if in a public area*
- *wet surfaces to reduce the dust levels*
- *prevent the spread of contamination by using wash down facilities*
- *provide information, training and supervision to all workers potentially at risk*

- contact SafeWork NSW to report the disturbance. SafeWork NSW must be immediately notified if persons are likely to be affected by asbestos fibres or if an air monitoring process records a level above 0.02 fibres/ml of air
- implement an air monitoring program to assess asbestos exposure levels and specific risk control measures.
- liaise with or consult the appropriate agencies
- seek advice from an occupational hygienist
- follow the Code of practice on how to safely remove asbestos safe work australia
- ensure that asbestos materials are disposed of at a facility licensed to accept asbestos materials, and where contractors have been engaged to dispose of asbestos waste, sight proof of appropriate disposal through weighbridge dockets or similar documentation
- update the asbestos register and notify workers of any newly identified asbestos locations.

16. Council's role in the disposal of asbestos waste

16.1 Responding to illegal dumping

Removal of illegally dumped asbestos material or suspected asbestos material by council employees will be undertaken in accordance with section 14.6.1 or section 14.6.2.

Where council commissions the removal of illegally dumped asbestos material or suspected asbestos material, council will ensure this is undertaken in accordance with section 14.6.2.

Where Council becomes aware of illegally dumped asbestos material outside of Council's jurisdiction, Council will promptly notify the relevant authority.

16.2 Transporting and disposing of asbestos waste

Council will transport and dispose of waste in accordance with the legislation and as outlined in section 10.

16.3 Operating council's waste facilities licensed to accept asbestos waste

Waste management facilities must be managed in accordance with the *Protection of the Environment Operations (Waste) Regulation 2005* including section 42 which specifies that:

- asbestos waste in any form must be disposed of only at a landfill site that may lawfully receive the waste
- when asbestos waste is delivered to a landfill site, the occupier of the landfill site must be informed by the person delivering the waste that the waste contains asbestos
- when unloading and disposing of asbestos waste at a landfill site, the waste must be unloaded and disposed of in such a manner as to prevent the generation of dust or the stirring up of dust, and
- asbestos waste disposed of at a landfill site must be covered with virgin excavated natural material or other material as approved in the facility's environment protection licence as detailed in the *Protection of the Environment Operations (Waste) Regulation 2005*.

Council has developed a charging policy for receiving asbestos waste, which reflects the actual cost of managing the asbestos waste, plus any applicable levies.

When council is receiving construction, renovation and demolition waste, council may screen and inspect incoming loads to minimise asbestos contamination risk as this waste may be high risk for asbestos materials. Council has developed procedures to avoid asbestos contamination in material intended for resource recovery.

Council may issue a receipt for asbestos waste received at a licensed landfill facility. The receipt provided may note the time, date and location of disposal, weight of asbestos containing material disposed, method of disposal (note on handling) and a receipt number. This information must be recorded by the facility, regardless of whether a receipt is issued. Council to note how receipts relate to any conditions of consent.

16.3.1 Asbestos waste incorrectly presented to council's waste facilities

This section applies to situations where asbestos waste is taken to a Council waste facility and the waste is:

- not correctly packaged for delivery and disposal (as per sections 9.2 and 9.3)
- not disclosed by the transporter as being asbestos or asbestos containing materials
- taken to a waste facility that does not accept asbestos waste.

In these situations, Council may record relevant details such as the:

- contact details of the transporter
- origin of the asbestos or asbestos containing material
- amount and type of asbestos or asbestos containing material
- reasons why the asbestos waste was not properly packaged, disclosed or transported to a waste facility licensed to receive asbestos waste
- development consent details (if applicable).

Where asbestos waste is not correctly packaged for delivery and disposal, or is not disclosed by the transporter as being asbestos or asbestos containing materials, Council may:

- reject the asbestos waste from the facility
- suggest the transporter re-package the load correctly at the facility
- provide a bay for wetting and/or wrapping the asbestos and protective equipment for the transporter eg the option to purchase an asbestos waste handling kit (for non-commercial operators with less than 10 square metres of non-friable asbestos)
- provide the transporter with educational material such as SafeWork NSW fact sheets on correct methods for packaging, delivery and disposal of asbestos
- question the transporter about the source of asbestos waste
- issue a clean-up notice or prevention notice under the *Protection of the Environment Operations Act 1997*
- issue a compliance cost notice under the *Protection of the Environment Operations Act 1997*
- issue a penalty infringement notice for improper transport of asbestos (under the *Protection of the Environment Operations Act 1997*).

Where asbestos waste is taken to a waste facility that does not accept asbestos waste, Council will reject the waste. Where waste is rejected, Council should complete a rejected loads register (a **template is available from SafeWork NSW**). **Council will also inform the transporter of a waste facility to** which the waste may be transported, that is, a waste facility at which the waste can be legally accepted (as required by the *Protection of the Environment Operations (Waste) Regulation 2005*). If Council suspects that there is a risk of illegal dumping of the rejected waste,

Council will inform Council's rangers or Council's compliance officers. Suitable disposal for loads that are refused entry will remain the responsibility of the transporter and at a later date the transporter will need to demonstrate to Council that the waste has been appropriately disposed.

16.4 Recycling facilities

Council should screen and inspect incoming loads at recycling facilities for the presence of asbestos or asbestos containing materials to minimise asbestos contamination risk.

To prevent contamination of recycled products and to manage situations where contamination has occurred, Council should adhere to the guide: *Management of asbestos in recycled construction and demolition waste*.

16.5 Re-excavation of landfill sites

The re-excavation of a Council landfill site where significant quantities of asbestos waste are deposited should only be considered with reference to any available records on the nature, distribution and quantities of asbestos waste required under the relevant legislation, and consultation with the Environment Protection Authority (as the appropriate regulatory authority under the *Protection of the Environment Operations Act 1997*).

17. Advice to tenants and prospective buyers of Council owned property

Council may provide advisory notes to tenants and prospective buyers of Council owned property that is likely to contain asbestos.

Council may request that tenants in Council property:

- advise Council of any hazards relating to asbestos
- minimise damage to asbestos containing material
- co-operate with Council in facilitating any risk management work arranged by Council
- act on advice from Council to minimise risks from asbestos.

18. Implementing Council's asbestos policy

18.1 Supporting documents

The implementation of this policy is supported by Council's:

- *conditions of consent*
- *guidelines for disposing of asbestos waste*.

Council also has several internal documents that support this policy.

- *asbestos management plan*
- *asbestos register*
- *complaints handling procedures*
- *Council's existing risk assessment matrices and a risk controls checklist for asbestos*
- *employee health monitoring plans*
- *incident report form*
- *maintenance and inspection schedules for council owned assets*
- *risk register*
- *safe work method statements/ procedures for asbestos handling and removal for council employees*

- *site maps and GPS coordinates for asbestos in landfill*
- *site specific safety management plans*
- *training registers/ records (relevant to identifying, handling and removing of asbestos materials).*
- *asbestos inquiries and complaints response flowchart and checklist*
- *conditions of consent*
- *community education strategy.*

18.2 Communicating the policy

This is a publicly available policy. The policy is to be made available via:

- Council's main administration building/s front counter
- Council's website

All employees shall receive information about the policy at induction from Council's HR Officer.

Any workers (including employees, contractors, consultants and, where relevant, volunteers and members of the public) who are involved in any activity or activities listed in Appendix A under section 3 on behalf of, or for Council shall be provided with access to a copy of this policy and relevant supporting documents. This includes any workers involved in commencing, arranging, undertaking, regulating, inspecting or supervising a potentially hazardous activity or activities. Managers are responsible for ensuring workers who report to them have access to the policy and appropriate information, documentation and training in asbestos awareness (as per [Clause 445 of the NSW Work Health and Safety Regulation 2017](#)) prior to planning the activity or activities. Further information about training is noted in section 12.2.2 of this policy.

Council shall incorporate a statement regarding compliance with this policy in all relevant contracts and agreements with workers (including employees, contractors, consultants and, where relevant, volunteers and members of the public).

In the case of any substantive revisions to the policy, the revisions will be approved by the General Manager and the General Manager will notify all persons who may have cause to undertake, arrange or supervise any activities listed in Appendix A under section 3 on behalf of, or for, council.

18.3 Non-compliance with the policy

Failure by workers to adhere to the policy and failure by managers to adequately inform relevant workers of this policy shall be considered non-compliant with this policy in which case Council's disciplinary procedures shall be followed.

The appropriate supervisor, manager, director, or the General Manager, shall take action in the case of non-compliance with the policy and this may include providing education and training, issuing a verbal or written warning, altering the worker's duties, or in the case of serious breaches, terminating the worker's services. Each case shall be assessed on its merits with the aim of achieving a satisfactory outcome for all parties.

Workers should approach their supervisor or manager if they are experiencing difficulties in understanding or implementing the policy or if they are concerned that other workers are not complying with the policy.

19. Variations to this policy

Council reserves the right to review, vary or revoke this policy. The General Manager may allow variations to the policy for minor issues in individual cases.

Appendices

Appendix A – General information and guidance

1. What is asbestos?

Asbestos is the generic term for a number of naturally occurring, fibrous silicate materials. If asbestos is disturbed it can release dangerous fine particles of dust containing asbestos fibres. Breathing in dust containing elevated levels of asbestos fibres can cause asbestosis, lung cancer and mesothelioma.

There are two major groups of asbestos:

- the serpentine group contains chrysotile, commonly known as white asbestos
- the amphibole group contains amosite (brown asbestos) and crocidolite (blue asbestos) as well as some other less common types (such as tremolite, actinolite and anthophyllite).

Further information about the different types of asbestos can be found in enHealth, 2005, Management of asbestos in the non-occupational environment. [http://www.health.gov.au/internet/main/publishing.nsf/content/FB262D7C35664103CA257420001F2D74/\\$File/asbestos.pdf](http://www.health.gov.au/internet/main/publishing.nsf/content/FB262D7C35664103CA257420001F2D74/$File/asbestos.pdf)

In Australia, in the past asbestos was mined and widely used in the manufacture of a variety of materials. Asbestos was gradually phased out of building materials in the 1980s and the supply and installation of asbestos containing goods has been prohibited in Australia since 31 December 2003.

Asbestos legacy materials still exist in many homes, buildings and other assets. It is estimated that 1 in 3 Australian homes contains building materials with asbestos. Where the material containing asbestos is in a non-friable form (or bonded), undisturbed, and painted or otherwise sealed, it may remain safely in place. However, where the asbestos containing material is broken, damaged or mishandled, fibres can become loose and airborne posing a risk to health. Disturbing or removing asbestos unsafely can create a health hazard.

It is often difficult to identify the presence of asbestos by sight. If you are in doubt, it is best to assume that you are dealing with asbestos and take every precaution. The most accurate way to find out whether a material contains asbestos is to obtain an asbestos inspection by a person competent in the identification and assessment of asbestos such as an occupational hygienist. It can be unsafe for an unqualified person to take a sample of asbestos. Licensed asbestos removalists can be found by using the telephone directory. Council encourages residents to ask the contractor for a copy of their licence prior to engaging them. Residents can then check with SafeWork NSW (phone 13 10 50) to confirm the contractor has the appropriate class of licence for the asbestos removal job.

2. Where is asbestos found?

Asbestos can be found where it occurs naturally and in a variety of materials (from prior to 2004) in residential, commercial and industrial premises and on public and private land.

2.1 Naturally occurring asbestos

Naturally occurring asbestos refers to the natural geological occurrence of asbestos minerals found in association with geological deposits including rock, sediment or soil.

Asbestos is found as a naturally occurring mineral in many areas of NSW. Asbestos may occur in veins within rock formations. The map provided in Appendix L gives an indication of areas in NSW known to have naturally occurring asbestos. Note whether council is aware of areas of naturally occurring asbestos within the LGA and if so the

general location and information on situation eg the asbestos is underground and does not present a high risk to public health. Naturally occurring asbestos may be known of from previous mining operations or from being uncovered during road construction and other civil works.

Work processes that have the potential to inadvertently release naturally occurring asbestos into the air include:

- agriculture
- forestry
- landscaping
- mining
- other excavation or construction activities
- pipe works and telecommunications works
- road construction and road works.

Further information can be found in this policy under section 5 and in the *Naturally-occurring asbestos fact sheet* published by SafeWork NSW, which provides a photograph of naturally occurring asbestos.

2.2 Residential premises

As a general rule, a house built:

- Before the mid 1980s – is highly likely to contain asbestos containing products.
- Between the mid 1980s and 1990 – is likely to contain asbestos containing products.
- After 1990 – is unlikely to contain asbestos containing products. However, some houses built in the 1990s and early 2000s may have still used asbestos cement materials until the total ban on any activity involving asbestos products became effective from December 2003.

Pipelines installed prior to 1992, particularly black surface coated and grey surface pipes, may contain asbestos.

It is important to note, the most accurate way to find out whether a material contains asbestos is by engaging a licensed asbestos removalist or occupational hygienist to inspect and arrange testing where necessary.

Fibre cement sheeting, commonly known as 'fibro', 'asbestos sheeting' or 'AC sheeting' (asbestos containing sheeting) is the most commonly found legacy asbestos material in residential premises. Other asbestos containing materials were used in 'fibro' houses but also found in brick and timber housing stock from that period. Asbestos materials were sold under a range of commercial names. Some asbestos containing materials found in New South Wales domestic settings are listed in Appendix J.

Common places where asbestos is likely to be found in and around homes include:

Outside

- backyard garden sheds, carports, garages and dog kennels
- electrical meter boards
- imitation brick cladding
- lining under eaves
- wall and roof materials (flat, patterned or corrugated asbestos sheeting).

Inside

- insulation materials in heaters and stoves
- interior walls and sheeting
- sheet materials in wet areas (bathroom, toilet and laundry walls, ceilings and floors)
- vinyl floor tiles, the backing to cushion vinyl flooring and underlay sheeting for ceramic tiles including kitchen splashback.

Asbestos can also be found in:

- angle mouldings (internal and external)
- board around windows and fireplaces
- brake pads and clutch pads to vehicles
- buried and dumped waste materials
- carpet underlay
- ceilings (ceiling tiles or sprayed coatings or loose in the ceiling cavity)
- cement flooring
- external toilets
- fencing
- guttering, downpipes and vent pipes
- inside appliances eg irons, whitegoods
- gable ends
- outbuildings
- ridge capping
- swimming pools – reinforcing marble swimming pools
- ventilators – internal and external.

Other places asbestos can be found are listed in Appendix J.

2.3 Commercial and industrial premises

In commercial and industrial premises, asbestos may be found in the abovementioned places and also:

- asbestos rope or fabric in expansion joints (for example exhaust flues) and insulation
- bituminous waterproof membrane on flat roofs
- brake disc pads and brake linings
- cloth, tapes, ropes and gaskets for packing
- electrical switchboards and duct heater units
- fillers and filters
- fire doors
- lagging on pipes such as heater flues
- lift motor rooms
- pipes, casing for water and electrical/ telecommunication services
- rubber, plastics, thermosetting resins, adhesives, paints, coatings, caulking compounds and sealants for thermal, electrical and insulation applications
- structural beams of buildings

- yarns and textiles eg fire blankets.

Other places asbestos can be found are listed in Appendix J.

2.4 Sites contaminated with asbestos

Contamination of soils from asbestos or asbestos containing materials can present a risk in urban and rural environments if the asbestos can give rise to elevated levels of airborne fibres that people can breathe. Whilst buried material may not give rise to airborne asbestos fibres if securely contained, inappropriate disturbance of this waste could give rise to harmful levels of asbestos fibres in air. Activities such as those listed in section 3 of this Appendix have the potential to encounter and disturb asbestos waste or contamination, particularly where the contamination is not known to be present at the site or has not been appropriately considered.

2.4.1 Situations where asbestos contamination may occur

Situations where asbestos contamination may occur include:

- industrial land, eg, asbestos-cement manufacturing facilities, former power stations, and rail and ship yards, especially workshops and depots
- waste disposal or dumping sites, including sites of illegal dumping eg, building waste
- sites with infill or burial of asbestos waste from former asbestos mining or manufacture processes
- buildings or structures damaged by fire or storm (particularly likely for those with pre-1980s building materials but also possible for those with materials from prior to 2004)
- land with fill or foundation material of unknown composition
- sites where buildings or structures have been constructed from asbestos containing material or where asbestos may have been used as insulation material, eg, asbestos roofing, sheds, garages, reservoir roofs, water tanks, boilers and demolition waste has been buried onsite
- sites where buildings or structures have been improperly demolished or renovated, or where relevant documentation is lacking (particularly likely for those with pre-1980s building materials but also those with materials from prior to 2004)
- disused services with asbestos containing piping such as water pipes (including sewage systems, water services and irrigation systems), underground electrical and telephone wires and telecommunications trenches or pits (usually within 1 metre of the surface).

2.4.2 Significantly contaminated land

For sites that are significantly contaminated, the EPA and SafeWork NSW are the lead regulatory authorities. The *Contaminated Land Management Act 1997* applies to significantly contaminated land. In general, significant contamination is usually associated with former asbestos processing facilities or where large quantities of buried friable asbestos waste has been uncovered and is giving rise to measurable levels of asbestos fibres in air. Such sites require regulatory intervention to protect community health where the source of the contamination is not being addressed by the responsible person. The Environment Protection Authority has details of sites that have been nominated as significantly contaminated on its Public Register at: www.environment.nsw.gov.au/clm/publiclist.htm

If land is contaminated but not determined to be 'significant enough to warrant regulation' then the *Contaminated Land Management Act 1997* does not apply. In such cases the provisions within the planning legislation and/or the *Protection of the Environment Operations Act 1997* may be the appropriate mechanism for management of such contamination.

Guidance on assessing land can be found in the document: *Guidelines on the duty to report contamination under the Contaminated Land Management Act 1997*.

3. Potentially hazardous activities

A number of activities could cause asbestos to be inadvertently disturbed and consequently create a health risk.

Before undertaking any of the activities listed below, it should be considered whether asbestos containing materials may be present. If asbestos is present, these activities may be illegal or certain precautions may be required, or an appropriately licensed person may be required to undertake the activity.

Members of the public could inadvertently disturb asbestos through activities including:

- renovations, refurbishments or repairs particularly those involving power tools, boring, breaking, cutting, drilling, grinding, sanding or smashing asbestos containing materials
- sealing, painting, brushing and cleaning asbestos cement products
- demolitions of homes or other structures (dismantling or destruction)
- relocating a house, building or structure
- using compressed air on asbestos containing materials
- water blasting asbestos containing materials
- cleaning gutters on asbestos cement roofs
- handling asbestos cement conduits or boxes
- maintenance work such as plumbing and electrical work on or adjacent to asbestos containing materials such as working on electrical mounting boards
- maintenance or servicing of materials from vehicles, plant or equipment.

Council could inadvertently disturb asbestos through activities such as:

- abovementioned activities
- asset and building maintenance
- certifying
- inspections of sites and premises
- transport and disposal of illegally dumped materials
- collection, transport and disposal of incorrectly disposed of materials.

Naturally occurring asbestos and contaminated sites could be inadvertently disturbed during:

- road building
- site and construction work
- other excavation activities
- vehicle movements.

Natural processes can create a risk of exposure to asbestos including:

- extensive fire or storm damage to asbestos cement roofs or building materials
- extensive weathering and etching of unsealed asbestos cement roofs.

In addition, work that intentionally disturbs asbestos, such as sampling or removal, should be conducted by a competent person and in accordance with the relevant codes of practice and legislation.

4. Health hazards

Asbestos fibres can pose a risk to health if airborne, as inhalation is the main way that asbestos enters the body. The World Health Organisation has stated that concentrations of asbestos in drinking water from asbestos cement pipes do not present a hazard to human health.

Breathing in asbestos fibres can cause asbestosis, lung cancer and mesothelioma. The risk of contracting these diseases increases with the number of fibres inhaled and the risk of lung cancer from inhaling asbestos fibres is greatly increased if you smoke. Small fibres are the most dangerous and they are invisible to the naked eye. People who are at most risk are those who have been exposed to high levels of asbestos for a long time. The symptoms of these diseases do not usually appear for some time (about 20 to 30 years) after the first exposure to asbestos.

Asbestosis is the irreversible scarring of lung tissue that can result from the inhalation of substantial amounts of asbestos over a period of years. It results in breathlessness that may lead to disability and, in some case, death.

Lung cancer can be caused by asbestos. Lung cancer is related to the amount of fibre that is breathed in and the risk of lung cancer is greatly increased in those who also smoke tobacco.

Mesothelioma is a cancer of the pleura (outer lung lining) or the peritoneum (the lining of the abdominal cavity). Mesothelioma rarely occurs less than 15 years from first exposure, and most cases occur over 30 years after first exposure. Accordingly, the rates of malignant mesothelioma (an incurable cancer) are expected to rise from the year 2012 to 2020 and are expected to peak in this time.

If asbestos fibres are in a stable material, for example bonded in asbestos-cement sheeting (such as fibro), and these materials are in good condition they pose little health risk. However, where fibro or other non-friable asbestos sheeting is broken, damaged or mishandled, fibres can become loose and airborne posing a risk to health. Disturbing or removing asbestos containing materials unsafely can create a hazard.

The occupational standard for asbestos is 0.1fibre/ml of air and the environmental standard is 0.01fibre/ml in air.

When someone has potentially been exposed to asbestos, or receives or expects they may receive a diagnosis of an asbestos-related disease, they may experience psychological distress, including anxiety and may be in need of support. Their family and those around them may also be vulnerable to psychological distress.

Appendix B – Further information

Aboriginal communities

Illegal dumping prevention and clean-up. Handbook for Aboriginal communities, 2008 (EPA)

www.environment.nsw.gov.au/waste/illdumpabcommshandbook.htm

Asbestos contractors

Choosing an asbestos consultant fact sheet (SafeWork NSW)

www.safework.nsw.gov.au/formspublications/publications/Pages/Choosinganasbestosconsultant.aspx

For a listing of asbestos removal contractors in your area, refer to your local telephone directory or the Yellow Pages www.yellowpages.com.au or by contacting the Asbestos Removal Contractors Association NSW (ARCA) www.arca.asn.au
Phone: (02) 8586 3521.

An asbestos removal contractor's licence can be verified by contacting the SafeWork NSW's Certification Unit on 13 10 50.

Demolition & Contractors Association (DCA) NSW

<http://demolitioncontractorsassociation.com.au>

Asbestos waste

Crackdown on Illegal Dumping: A Handbook for Local Government, 2007 (EPA)

www.environment.nsw.gov.au/resources/warr/200845IllegalDumping.pdf

Management of asbestos in recycled construction and demolition waste, 2010 (SafeWork NSW)

<http://www.safework.nsw.gov.au/formspublications/publications/Pages/asbestoswaste.aspx>

Safely disposing of asbestos waste from your home, 2009 (EPA and SafeWork NSW)

www.environment.nsw.gov.au/resources/waste/asbestos/09235Asbestos.pdf

For information on illegal dumping and safely disposing of asbestos waste visit the EPA website:

www.environment.nsw.gov.au

Contaminated land

Guidelines on the duty to report contamination under the Contaminated Land Management Act 1997, 2009 (EPA).

www.environment.nsw.gov.au/resources/clm/09438gldutycontclma.pdf

~~*Managing land contamination: Planning guidelines SEPP 55 – Remediation of land*, 1998 (Department of Planning and Infrastructure and EPA)~~

~~www.planning.nsw.gov.au/assessingdev/pdf/gu_contam.pdf~~

Environmental risk assessment

Environmental health risk assessment: Guidelines for assessing human health risks from environmental hazards, 2002 (Commonwealth of Australia)

<http://www.nphp.gov.au/enhealth/council/pubs/pdf/envhazards.pdf>

Health

Asbestos and health risks fact sheet, 2007 (Ministry of Health)

http://www.health.nsw.gov.au/factsheets/environmental/asbestos_fs.html

Further advice concerning the health risks of asbestos can be obtained from your local public health unit. Contact details for public health units may be found at:

www.health.nsw.gov.au/publichealth/infectious/phus.asp

Renovation and development

Asbestos: A guide for householders and the general public, 2013 (enhealth)
[https://www1.health.gov.au/internet/publications/publishing.nsf/Content/asbestos-toc/\\$FILE/asbestos-feb13.pdf](https://www1.health.gov.au/internet/publications/publishing.nsf/Content/asbestos-toc/$FILE/asbestos-feb13.pdf)

Finding and appointing a Certifier – NSW Fair Trading

<https://www.fairtrading.nsw.gov.au/housing-and-property/building-and-renovating/preparing-to-build-and-renovate/finding-and-appointing-a-certifier>

Code of Practice – Demolition Work (2018) published by SafeWork Australia
<https://www.safeworkaustralia.gov.au/system/files/documents/1810/model-cop-demolition-work.pdf>

Code of Practice – How To Safely Remove Asbestos–~~2022~~(2020) published by SafeWork Australia

https://www.safeworkaustralia.gov.au/sites/default/files/2020-07/model_code_of_practice_how_to_safely_remove_asbestos.pdf

https://www.safework.nsw.gov.au/_data/assets/pdf_file/0015/50082/How-to-safely-remove-asbestos-COP.pdf

Asbestos awareness website

<https://asbestosawareness.com.au/index.php?runonce=1>

Practical guidance

Code of practice on how to manage and control asbestos in the workplace published by SafeWork Australia

https://www.safeworkaustralia.gov.au/sites/default/files/2020-07/model_code_of_practice_how_to_manage_and_control_asbestos_in_the_workplace_1.pdf

Code of practice on how to safely remove asbestos published by SafeWork Australia

https://www.safeworkaustralia.gov.au/sites/default/files/2020-07/model_code_of_practice_how_to_safely_remove_asbestos.pdf

https://www.safework.nsw.gov.au/_data/assets/pdf_file/0015/50082/How-to-safely-remove-asbestos-COP.pdf

Tenants

Tenants Rights Fact Sheet 26 Asbestos and Lead, 2020 (Tenants' Union NSW)

<https://files.tenants.org.au/factsheets/fs26.pdf>

Appendix C – Definitions

The terms used in the policy are defined as below, consistent with the definitions in the:

- Code of practice on how to manage and control asbestos in the workplace published by SafeWork Australia
- Code of practice on how to safely remove asbestos published by SafeWork Australia
- Contaminated Land Management Act 1997
- Environmental Planning and Assessment Act 1979

- *Emergency Pollution and Orphan Waste Clean-Up Program Guidelines 2008*
- *Protection of the Environment Operations Act 1997*
- *Waste classification guidelines part 1 classifying waste 2008*
- *NSW Work Health and Safety Act 2011*
- *NSW Work Health and Safety Regulation 2017*

airborne asbestos means any fibres of asbestos small enough to be made airborne. For the purposes of monitoring airborne asbestos fibres, only respirable fibres are counted.

asbestos means the asbestiform varieties of mineral silicates belonging to the serpentine or amphibole groups of rock forming minerals including the following:

- a. actinolite asbestos
- b. grunerite (or amosite) asbestos (brown)
- c. anthophyllite asbestos
- d. chrysotile asbestos (white)
- e. crocidolite asbestos (blue)
- f. tremolite asbestos
- g. a mixture that contains 1 or more of the minerals referred to in paragraphs (a) to (f).

asbestos containing material (ACM) means any material or thing that, as part of its design, contains asbestos.

asbestos-contaminated dust or debris (ACD) means dust or debris that has settled within a workplace and is, or is assumed to be, contaminated with asbestos.

asbestos-related work means work involving asbestos that is permitted under the *Work Health and Safety Regulation 2017*, other than asbestos removal work.

asbestos removal licence means a Class A asbestos removal licence or a Class B asbestos removal licence.

asbestos removal work means:

- a. work involving the removal of asbestos or asbestos containing material, or
- b. Class A asbestos removal work or Class B asbestos removal work.

asbestos removalist means a person conducting a business or undertaking who carries out asbestos removal work.

asbestos waste means any waste that contains asbestos. This includes asbestos or asbestos containing material removed and disposable items used during asbestos removal work including plastic sheeting and disposable tools.

certifying authority means a person who is authorised by or under section 4.28 of the *Environmental Planning and Assessment Act 1979* to issue complying development certificates, or is authorised by or under section 6.17 of the *Environmental Planning and Assessment Act 1979* to issue part 4A certificates.

Class A asbestos removal licence means a licence that authorises the carrying out of Class A asbestos removal work and Class B asbestos removal work by or on behalf of the licence holder.

Class A asbestos removal work means the removal of friable asbestos which must be licensed under clause 485 of the *Work Health and Safety Regulation 2017*. This does not include: the removal of ACD that is associated with the removal of non-friable asbestos, or ACD that is not associated with the removal of friable or non-friable asbestos and is only a minor contamination.

Class B asbestos removal licence means a licence that authorises the carrying out of Class B asbestos removal work by or on behalf of the licence holder.

Class B asbestos removal work means the removal of more than 10 square metres of non-friable asbestos or asbestos containing material work that is required to be licensed under clause 487, but does not include Class A asbestos removal work.

competent person means: a person who has acquired through training or experience the knowledge and skills of relevant asbestos removal industry practice and holds:

- a. a certification in relation to the specified VET course for asbestos assessor work, or
- b. a tertiary qualification in occupational health and safety, occupational hygiene, science, building, construction or environmental health.

complying development is a fast track, 10-day approval process where a building meets all of the predetermined standards established in either a state or local council planning document. A complying development certificate can be issued by either a local council or a registered certifier.

complying development certificate

contaminant means any substance that may be harmful to health or safety.

contamination of land means the presence in, on or under the land of a substance at a concentration above the concentration at which the substance is normally present in, on or under (respectively) land in the same locality, being a presence that presents a risk of harm to human health or any other aspect of the environment

control measure, in relation to a risk to health and safety, means a measure to eliminate or minimise the risk.

demolition work means work to demolish or dismantle a structure, or part of a structure that is loadbearing or otherwise related to the physical integrity of the structure, but does not include:

- a. the dismantling of formwork, falsework, or other structures designed or used to provide support, access or containment during construction work, or
- b. the removal of power, light or telecommunication poles.

development means:

- a. the use of land
- b. the subdivision of land
- c. the erection of a building
- d. the carrying out of a work
- e. the demolition of a building or work
- f. any other act, matter or thing referred to in section 3.14 of the *Environmental Planning and Assessment Act 1979* that is controlled by an environmental planning instrument.

development application means an application for consent under part 4 of the *Environmental Planning and Assessment Act 1979* to carry out development but does not include an application for a complying development certificate.

emergency service organisation includes any of the following:

- a. the Ambulance Service of NSW
- b. Fire and Rescue NSW
- c. the NSW Rural Fire Service
- d. the NSW Police Force
- e. the State Emergency Service
- f. the NSW Volunteer Rescue Association Inc
- g. the NSW Mines Rescue Brigade established under the *Coal Industry Act 2001*

- h. an accredited rescue unit within the meaning of the *State Emergency and Rescue Management Act 1989*.

exempt development means minor development that does not require any planning or construction approval because it is exempt from planning approval.

exposure standard for asbestos is a respirable fibre level of 0.1 fibres/ml of air measured in a person's breathing zone and expressed as a time weighted average fibre concentration calculated over an eight-hour working day and measured over a minimum period of four hours in accordance with the Membrane Filter Method or a method determined by the relevant regulator.

friable asbestos means material that:

- a. is in a powder form or that can be crumbled, pulverised or reduced to a powder by hand pressure when dry
- b. contains asbestos.

health means physical and psychological health.

health monitoring, of a person, means monitoring the person to identify changes in the person's health status because of exposure to certain substances.

independent, in relation to clearance inspections and air monitoring means:

- a. not involved in the removal of the asbestos
- b. not involved in a business or undertaking involved in the removal of the asbestos, in relation to which the inspection or monitoring is conducted.

in situ asbestos means asbestos or asbestos containing material fixed or installed in a structure, equipment or plant, but does not include naturally occurring asbestos.

licence holder means: in the case of an asbestos assessor licence – the person who is licensed:

- a. to carry out air monitoring during Class A asbestos removal work
- b. to carry out clearance inspections of Class A asbestos removal work
- c. to issue clearance certificates in relation to Class A asbestos removal work, or
 - in the case of an asbestos removal licence – the person conducting the business or undertaking to whom the licence is granted, or
 - in the case of a major hazard facility licence – the operator of the major hazard facility to whom the licence is granted or transferred.

licensed asbestos assessor means a person who holds an asbestos assessor licence.

licensed asbestos removalist means a person conducting a business or undertaking who is licensed under the *Work Health and Safety Regulation 2017* to carry out Class A asbestos removal work or Class B asbestos removal work.

licensed asbestos removal work means asbestos removal work for which a Class A asbestos removal licence or Class B asbestos removal licence is required.

NATA means the National Association of Testing Authorities, Australia.

NATA-accredited laboratory means a testing laboratory accredited by NATA, or recognised by NATA either solely or with someone else.

naturally occurring asbestos means the natural geological occurrence of asbestos minerals found in association with geological deposits including rock, sediment or soil.

non-friable asbestos means material containing asbestos that is not friable asbestos, including material containing asbestos fibres reinforced with a bonding compound.

Note. Non-friable asbestos may become friable asbestos through deterioration (see definition of friable asbestos).

occupational hygienist means a person with relevant qualifications and experience in asbestos management who is a full member of the Australian Institute of Occupational Hygienists (AIOH).

occupier includes a tenant or other lawful occupant of premises, not being the owner.

officer means an officer as defined in the *NSW Work Health and Safety Act 2011*

orphan waste means materials that have been placed or disposed of on a premises unlawfully that may have the potential to pose a risk to the environment or public health.

person conducting a business or undertaking a 'person' is defined in laws dealing with interpretation of legislation to include a body corporate (company), unincorporated body or association and a partnership.

personal protective equipment means anything used or worn by a person to minimise risk to the person's health and safety, including air supplied respiratory equipment.

registered certifier in relation to matters of a particular kind, means the holder of a certificate of accreditation as a registered certifier under the *Building and Development Certifiers Act 2018* in relation to those matters.

respirable asbestos fibre means an asbestos fibre that:

- a. is less than three micrometres wide
- b. more than five micrometres long
- c. has a length to width ratio of more than 3:1

specified VET course means:

- a. in relation to Class A asbestos removal work – the following VET courses:
 - remove non-friable asbestos
 - remove friable asbestos, or
- b. in relation to Class B asbestos removal work – the VET course Remove non-friable asbestos, or
- c. in relation to the supervision of asbestos removal work – the VET course Supervise asbestos removal, or
- d. in relation to asbestos assessor work – the VET course Conduct asbestos assessment associated with removal.

structure means anything that is constructed, whether fixed or moveable, temporary or permanent, and includes:

- a. buildings, masts, towers, framework, pipelines, transport infrastructure and underground works (shafts or tunnels)
- b. any component of a structure
- c. part of a structure
- d. volunteer means a person who is acting on a voluntary basis (irrespective of whether the person receives out-of-pocket expenses).

waste includes:

- any substance (whether solid, liquid or gaseous) that is discharged, emitted or deposited in the environment in such volume, constituency or manner as to cause an alteration in the environment, or
- any discarded, rejected, unwanted, surplus or abandoned substance, or
- any otherwise discarded, rejected, unwanted, surplus or abandoned substance intended for sale or for recycling, processing, recovery or purification by a separate operation from that which produced the substance, or

- any process, recycled, re-used or recovered substance produced wholly or partly from waste that is applied to land, or used as fuel, but only in the circumstances prescribed by the regulations, or
- any substance prescribed by the regulations made under the *Protection of the Environment Operations Act 1997* to be waste.

waste facility means any premises used for the storage, treatment, processing, sorting or disposal of waste (except as provided by the regulations).

worker a person is a worker if the person carries out work in any capacity for a person conducting a business or undertaking, including work as:

- a. an employee, or
- b. a contractor or subcontractor, or
- c. an employee of a contractor or subcontractor, or
- d. an employee of a labour hire company who has been assigned to work in the person's business or undertaking, or
- e. an outworker, or
- f. an apprentice or trainee, or
- g. a student gaining work experience, or
- h. a volunteer, or
- i. a person of a prescribed class.

workplace a workplace is a place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work. Place includes: a vehicle, vessel, aircraft or other mobile structure, and any waters and any installation on land, on the bed of any waters or floating on any waters.

Appendix D – Acronyms

ACD	Asbestos Containing Dust (an acronym used in the legislation)
ACM	Asbestos Containing Material (an acronym used in the legislation)
ARA	Appropriate Regulatory Authority (an acronym used in the legislation)
DA	Development Application
EPA	Environment Protection Authority
JRPP	Joint Regional Planning Panel
LGA	Local Government Area
NATA	National Association of Testing Authorities
NSW	New South Wales
SEPP	State Environmental Planning Policy
VET	Vocational Education and Training

Appendix E – Relevant contacts

Asbestos-related disease organisations (non-exhaustive)

Asbestos Diseases Foundation Australia Inc

Phone: (02) 9637 8759
Helpline: 1800 006 196
Email: info@adfa.org.au
Website: www.adfa.org.au

Asbestos Diseases Research Institute

Phone: (02) 9767 9800
Email: info@adri.org.au
Website: www.adri.org.au

Australian Institute of Occupational Hygienists Inc.

Phone: (03) 9336 2290
Email: admin@aioh.org.au
Website: www.aioh.org.au

Dust Diseases Authority

Phone: (02) 8223 6600
Toll Free: 1800 550 027
Email: enquiries@ddb.nsw.gov.au
Website: www.icare.nsw.gov.au

Environment Protection Authority (EPA)

Phone: (02) 9995 5000
Environment line: 13 15 55
Email: info@environment.nsw.gov.au
Website: www.environment.nsw.gov.au/epa

Licensed Asbestos Contractors

For a listing of asbestos removal contractors in your area, refer to your local telephone directory or the Yellow Pages website: www.yellowpages.com.au or contact:

Asbestos Removal Contractors Association NSW (ARCA)

Phone: (02) 9642 0011
Email: info@arca.net.au
Website: www.arca.asn.au

Verification of an asbestos removal contractor's licence can be checked by contacting SafeWork NSW's Certification Unit Phone: 13 10 50

Civil Contractors Federation (CCF)

Phone: (02) 9009 4000
Email: mtearle@civilcontractors.com
Website: www.civilcontractors.com

Demolition & Contractors Association (DCA) NSW

Phone: (02) 8586 3555
Email: demolitionassn@bigpond.com
Website: <http://demolitioncontractorsassociation.com.au>

Local Government NSW

Phone: (02) 9242 4000
Email: lgnsw@lgnsw.org.au
Website: www.lgnsw.org.au

NSW Ombudsman

Phone: (02) 9286 1000

Toll free (outside Sydney metro): 1800 451 524

Email: nswombo@ombo.nsw.gov.au

Website: www.ombo.nsw.gov.au

Training providers (non-exhaustive)

TAFE NSW

Phone: 1300 131 499

Website: www.tafensw.edu.au

Housing Industry Association (HIA)

Phone: (02) 9978 3333

Website: <http://hia.com.au/>

Local Government Training Institute

Phone: (02) 4922 2333

Website: www.lgti.com.au

Comet Training

Phone: (02) 9649 5000

Website: www.comet-training.com.au/site

Masters Builders Association (MBA)

Phone: (02) 8586 3521

Website: www.masterbuilders.com.au

Asbestos Removal Contractors Association NSW (ARCA)

Phone: (02) 9642 0011

Website: www.arca.asn.au

SafeWork NSW

SafeWork NSW Information Centre Phone: 13 10 50

SafeWork NSW – Asbestos/Demolition Hotline Phone: 1800 672 718

Website: www.safework.nsw.gov.au

Appendix F – Waste management facilities that accept asbestos wastes

Waste management facilities that can accept asbestos waste may be operated by council, the State Government or private enterprise. The fees charged by the facility operators for waste received are determined by the facility.

Not all waste management centres accept asbestos waste from the public. Management of asbestos waste requires special precautions such as a separate disposal location away from other general waste and controls to prevent the liberation of asbestos fibres, such as the immediate covering of such waste.

Waste management facilities in other areas that accept asbestos wastes

A list of licensed landfills that may accept asbestos waste from the public is available on the EPA website at:

<http://www.environment.nsw.gov.au/waste/asbestos/index.htm>

Some of the landfills may accept non-friable asbestos waste but not friable asbestos waste. Some landfills may not accept large quantities of asbestos waste.

Always contact the landfill before taking asbestos waste to a landfill to find out whether asbestos is accepted and any requirements for delivering asbestos to the landfill. EPA does not endorse any of the landfills listed on the website or guarantee that they will accept asbestos under all circumstances.

Appendix G – Asbestos-related legislation, policies and standards

- Australian Standard AS 2601 – 2001: The demolition of structures
- Contaminated Land Management Act 1997
- Code of practice on how to manage and control asbestos in the workplace published by ~~safe-work-australia~~[SafeWork NSW](#)
- Code of practice on how to safely remove asbestos published by ~~safe-work australia~~[SafeWork NSW](#)
- Code of practice for demolition work published by ~~Safe—Work Australia~~[SafeWork NSW 2019](#) ~~2018~~[2016](#)
- Environmental Planning and Assessment Act 1979
- Environmental Planning and Assessment Regulation ~~2000~~[2021](#)
- Local Government Act 1993
- Local Government (General) Regulation ~~2005~~[2021](#)
- Protection of the Environment Operations (General) Regulation ~~2009~~[2022](#)
- Protection of the Environment Operations (Waste) Regulation ~~2005~~[2014](#)
- Protection of the Environment Operations Act 1997
- ~~State Environmental Planning Policy No. 55 — Remediation of Land~~ [State Environmental Planning Policy Resilience and Hazards 2021](#)
- State Environmental Planning Policy (Exempt and Complying Development Codes) 2008
- NSW Work Health and Safety Act 2011
- NSW Work Health and Safety Regulation 2017
- Workers' Compensation (Dust Diseases) Act 1942.

Appendix H – Agencies roles and responsibilities

NSW organisations

~~Department of Planning Housing and Infrastructure Department of Planning and Infrastructure (DP&I) and the Building Professionals Board (BPB)~~

~~DP&I's DPHI~~ primary role in the management of asbestos relates to administration of State Environmental Planning Policies, and the *Environmental Planning and Assessment Act 1979* (and associated Regulation).

Whilst ~~DP&DPHI~~ does not have an operational role in the management of asbestos, it has a regulatory function and provides policy support relating to asbestos and development. In assessing proposals for development under the *Environmental Planning and Assessment Act 1979*, consent authorities are required to consider the suitability of the subject land for the proposed development. This includes consideration of the presence of asbestos and its environmental impact.

Where asbestos represents contamination of the land (ie it is present in excess of naturally occurring levels), ~~State Environmental Planning Policy No. 55—Remediation of Land State Environmental Planning Policy Resilience and Hazards 2021~~ imposes obligations on developers and consent authorities in relation to remediation of the land and the assessment and monitoring of its effectiveness.

The *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* enables exempt and complying development across the state. While this includes demolition and the removal of asbestos, the *Environmental Planning and Assessment Regulation 2000–2021* specifies particular conditions that must be contained in a complying development certificate in relation to the handling and lawful disposal of both friable and non-friable asbestos material under the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*.

~~The Building Professionals Board (BPB) which reports to the Minister for Planning and Infrastructure, also has a role in the management of asbestos. The BPB's role involves providing practice advice and educational programs to assist certifying authorities (private and council) in carrying out their role and this includes education in relation to managing asbestos. The BPB certifies and audits both private and council certifiers. Further information about the BPB may be found at: www.bpb.nsw.gov.au~~

Dust Diseases Board (DDB)

The DDB provides a system of no fault compensation to people who have developed a dust disease from occupational exposure to dust as a worker in New South Wales and to their dependants. The DDB's statutory function is to administer the *Workers' Compensation (Dust Diseases) Act 1942*. Services include:

- payment of compensation benefits to eligible workers and dependants
- co-ordination and payment of medical and related health care expenses of affected
- medical examination of workers exposed to dust in the workplace
- information and education.

Environment Protection Authority (EPA)

EPA's role is to regulate the classification, storage, transport and disposal of waste in NSW, including asbestos waste. The waste regulatory framework includes the *Protection of the Environment Operations Act 1997* and the *Protection of the Environment Operations (Waste) Regulation 2005*. Clause 42 of the *Protection of the Environment Operations (Waste) Regulation 2005* sets out the special requirements relating to the transportation and disposal of asbestos waste.

EPA is the appropriate regulatory authority for activities that require an environment protection licence or are carried out by public authorities such as local councils, the Roads and Traffic Authority and Sydney Water. Local councils are the appropriate regulatory authority for activities that are not regulated by the EPA, which typically include building demolition, construction sites, residential properties, commercial sites and small to medium sized industrial facilities.

EPA is responsible for assisting councils in fulfilling their regulatory responsibilities. EPA has developed resources to assist Local Government to regulate asbestos waste incidents and prevent illegal dumping. Website links to these resources are provided in Appendix B.

The EPA maintains the regulatory framework for the remediation of contaminated land (the *Contaminated Land Management Act 1997*) and actively regulates land that is declared to be 'significantly contaminated' under the *Contaminated Land Management Act 1997*.

Heads of Asbestos Coordination Authorities (HACA)

The HACA is chaired by the Chief Executive Officer of SafeWork NSW with senior officials from:

- ~~Department of Planning and Infrastructure~~[Department of Planning Housing and Infrastructure](#)
- ~~Department of Enterprise, Investment and Trade~~
- ~~Trade and Investment, Regional Infrastructure and Services~~
- ~~Division Office~~ of Local Government
- Dust Diseases Board
- Environment Protection Authority
- Local Government and Shires Association of NSW
- Ministry for Police and Emergency Services
- Ministry of Health.

The HACA group will improve the management, monitoring and response to asbestos issues in NSW by developing coordinated prevention programs. These programs include a comprehensive public awareness campaign to promote the safe handling of asbestos and help prevent the risk of exposure to asbestos-related diseases in the NSW community. Further information about the HACA can be found on the SafeWork NSW website: www.safework.nsw.gov.au.

Local Government NSW

Local Government NSW represents the interests of NSW general and special purpose councils by:

- Representing the views of local governments to both the State and Federal governments
- Providing policy advice, management support and grants application assistance to members
- Empowering members to deliver quality services to meet the needs of their local community
- Providing effective, responsive and accountable leadership on policy issues
- Enhancing community awareness and perception of local government

In 2012, the former Local Government and Shires Associations of NSW (LGSA) commenced a project funded by SafeWork NSW to assist councils to adopt and implement a model asbestos policy.

NSW Ministry of Health

The NSW Ministry of Health does not have express statutory responsibilities for managing asbestos-related risks and incidents in NSW. The Ministry provides an expert advisory service to other governmental agencies on public health issues. This service may include technical information or assistance to prepare public health information bulletins.

NSW Ombudsman

The NSW Ombudsman is an independent and impartial watchdog body. The NSW Ombudsman is responsible for ensuring that public and private sector agencies and employees within its jurisdiction fulfil their functions appropriately. The NSW Ombudsman assists those agencies and their employees to be aware of their responsibilities to the public, to act reasonably and to comply with the law and best administrative practice.

SafeWork NSW

SafeWork NSW is responsible for the issuing and control of licences that are issued to all asbestos removal and demolition contractors. SafeWork NSW works with the employers, workers and community of NSW to achieve safer and more productive workplaces, and effective recovery, return to work and security for injured workers.

SafeWork NSW administers work health and safety, injury management, return to work and workers compensation laws, and manage the workers compensation system. SafeWork's activities include: health and safety, injuries and claims, licensing for some types of plant operators, registration of some types of plant and factories, training and assessment, medical and healthcare, law and policy.

The SafeWork NSW website provides a wide range of asbestos resources, support networks and links at: <https://www.safework.nsw.gov.au/hazards-a-z/asbestos/asbestos-resources-and-networks>

National organisations

National Association of Testing Authorities (NATA)

This body has the role of providing accreditation to firms licensed to remove asbestos.

NSW (Head Office) and ACT
Phone: (02) 9736 8222
National Toll Free: 1800 621 666
Website: www.nata.asn.au

Environmental Health Committee (enHealth)

The Environmental Health Committee (enHealth) is a subcommittee of the Australian Health Protection Committee (AHPC). enHealth provides health policy advice, implementation of the National Environmental Health Strategy 2007-2012, consultation with key players, and the development and coordination of research, information and practical resources on environmental health matters at a national level.

Website: www.health.gov.au/internet/main/publishing.nsf/content/ohp-environmental-health-committee.htm

Safe Work Australia

Safe Work Australia is an Australian Government statutory agency established in 2009, with the primary responsibility of improving work health and safety and workers' compensation arrangements across Australia.

Phone: 131050

Email: info@safeworkaustralia.gov.au

Website: www.safeworkaustralia.gov.au

Appendix I – Scenarios illustrating which agencies lead a response in NSW

The tables show which agencies are responsible for regulating the following scenarios in NSW:

- emergency management
- naturally occurring asbestos
- residential settings
- site contamination
- waste
- workplaces.

Further details are provided in the *Asbestos Blueprint: A guide to roles and responsibilities for operational staff of state and local government*, 2011 (NSW Government).

Emergency management

Scenario	Lead organisation	Other regulators
Emergency response	Emergency services	Fire and Rescue (Hazmat) SafeWork NSW
Handover to Local council, owner of property or NSW Police – crime scene following a minor incident	Local council NSW Police	
Handover to State Emergency Recovery Controller	State Emergency Recovery Controller	Recovery Committee Local council EPA SafeWork NSW
Handover to Recovery Committee following a significant incident	Recovery Committee (formed by State Emergency Recovery Controller) NSW Reconstruction Authority	Local council EPA SafeWork NSW
Remediation not requiring a licensed removalist	Local council	Principal Certifying Authority SafeWork NSW (workers)
Remediation requiring licensed removal work	SafeWork NSW	Local council Principal Certifying Authority
Clearance Certificate issued by an Asbestos Assessor	SafeWork NSW	Principal Certifying Authority

Naturally occurring asbestos

Scenario	Lead organisation	Other regulators
Naturally occurring but will be disturbed due to a work process including remediation work	SafeWork NSW	Local council EPA (<i>Protection of the Environment Operations Act 1997</i> Scheduled Activities Public Authorities)
Naturally occurring asbestos part of a mineral extraction process	Department of Trade and Investment, Regional Infrastructure and Services SafeWork NSW Department Mining, Exploration and Geoscience	Local council EPA (<i>Protection of the Environment Operations Act 1997</i> Scheduled Activities Public Authorities)
Naturally occurring but will remain undisturbed by any work practice	Local council	EPA (<i>Protection of the Environment Operations Act 1997</i> Scheduled Activities Public Authorities) SafeWork NSW (workers)
Soil contaminated with asbestos waste and going to be disturbed by a work practice	SafeWork NSW	EPA (<i>Protection of the Environment Operations Act 1997</i> Scheduled Activities Public Authorities, declared contaminated land sites)
Soil contaminated with asbestos waste but will remain undisturbed by any work practice	Local council	EPA (<i>Protection of the Environment Operations Act 1997</i> Scheduled Activities Public Authorities, declared contaminated land sites) SafeWork NSW (workers on site)
Potential for exposure on public land	EPA (<i>Protection of the Environment Operations Act 1997</i> Scheduled Activities Public Authorities)	Local council SafeWork NSW (workers on site)
Soil contaminated with asbestos waste but at a mine site	Department of Trade and Investment, Regional Infrastructure and Services EPA (<i>Protection of the Environment Operations Act 1997</i> Scheduled Activities Public Authorities) Department Mining, Exploration and Geoscience	Local council

Residential settings

Scenario	Lead organisation	Other regulators
Safe Management of asbestos including: <ul style="list-style-type: none"> • identification • in situ management • removal requirements • disposal requirements. 	Local council Private Certifiers	SafeWork NSW EPA
Site contaminated due to past uses	Local council	SafeWork NSW EPA
Licensed removal work required	SafeWork NSW	Local council Private Certifiers
Removal does not require a licensed removalist	Local council Private Certifiers	SafeWork NSW (workers)
Transport or waste disposal issues	Local council	EPA
Derelict property with fibro debris	Local council or Multi-agency	Multi- agency

Site contamination

Scenario	Lead organisation	Other regulators
Asbestos illegally dumped	Local council	EPA SafeWork NSW
Site contamination at commercial premises	See Workplaces	
Site contamination at residential premises	See Residential settings	

Waste

Scenario	Lead organisation	Other regulators
Waste temporarily stored on-site	SafeWork NSW (worksites) EPA and Local council (non-worksites)	
Waste transported by vehicle	EPA	SafeWork NSW
Waste disposed of onsite	Council or EPA as illegal dumping or pollution of land if no valid council development consent	Local council (consent required to dispose onsite) (section 10.7 property certificate and development assessment process)
Waste going to landfill site	EPA (advice)	Local council (if managing licensed landfill)
Waste to be transported interstate	EPA	
Waste for export	Australian Customs and Border Protection Service	SafeWork NSW Department of Education, Employment and Workplace Relations

Workplaces

Scenario	Lead organisation	Other regulators
Asbestos installed/supplied after 2003 (illegally)	SafeWork NSW	Australian Customs and Border Protection Service Australian Competition and Consumer Commission (Imported Goods)
Risks to the health of workers	SafeWork NSW	
Asbestos management and asbestos going to be removed	SafeWork NSW Department of Trade and Investment, Regional Infrastructure and Services (mine sites)	
Risks to the health of the public from worksites	SafeWork NSW (Risks to workers) Local council (Risks to the wider public) Department of Planning and Infrastructure (part 3A approvals) EPA (<i>Protection of the Environment Operations Act 1997</i> licensed sites)	
Waste stored temporarily on-site at worksites	SafeWork NSW	
Transport or waste disposal issues	EPA	SafeWork NSW Local council
Asbestos contaminated clothing going to a laundry	SafeWork NSW	EPA Local council
Contaminated land not declared under the <i>Contaminated Land Management Act 1997</i>	Local council	EPA
'Significantly contaminated' land declared under the <i>Contaminated Land Management Act 1997</i>	EPA	Local council

Appendix J – Asbestos containing materials

Some asbestos containing materials found in New South Wales domestic settings (non-exhaustive list)

Asbestos containing materials	Approximate supply dates
Cement sheets	Imported goods supplied from 1903 locally made
Cement roofing / lining slates	Imported goods supplied from 1903 locally made
Mouldings and cover strips	Available by 1920s and 1930s
Super-six (corrugated) roofing	Available by 1920s and 1930s – 1985
'Tilex' decorative wall panels	Available by 1920s and 1930s
Pipes and conduit piping	Available by 1920s and 1930s
Motor vehicle brake linings	Available by 1920s and 1930s
Striated sheeting	Available from 1957
'Asbestolux' insulation boards	Available from 1957
'Shadowline' asbestos sheeting for external walls, gable ends and fences	Available from 1958 – 1985
Vinyl floor tiles impregnated with	Available up until 1960s
Asbestos containing paper backing for	Available up until 1960s
'Durasbestos' asbestos cement	Available up until 1960s
'Tilex' marblitone decorative wall	Available from early 1960s
'Tilex' weave pattern decorative wall	Available from early 1960s
'Hardiflex' sheeting	Available from 1960s – 1981
'Versilux' building board	Available from 1960s – 1982
'Hardiplank' and 'Hardigrain'	Available from mid 1970s – 1981
Loose-fill, fluffy asbestos ceiling insulation	Supplied from 1968 – 1978 by a Canberra contractor and believed to be generally restricted to houses in the Australian Capital Territory with some materials supplied to the Queanbeyan area and some south coast towns
Asbestos rope gaskets for wood heaters. Heater and stove insulation	Dates of supply availability unknown but prior to 31 December 2003
Compressed fibro-cement sheets	Available from 1960s – 1984
Villaboard	Available until 1981
Harditherm	Available until 1984
Highline	Available until 1985
Coverline	Available until 1985
Roofing accessories	Available until 1985
Pressure pipe	Available until 1987

Source: NSW Government, 2011, *Asbestos Blueprint: A guide to roles and responsibilities for operational staff of state and local government*.

Asbestos containing materials that may be found in various settings (non-exhaustive list)

A

Air conditioning duct, in the exterior or interior acoustic and thermal insulation
Arc shields in lift motor rooms or large electrical cabinets
Asbestos-based plastics products as electrical insulates and acid resistant compositions or aircraft seats
Asbestos ceiling tiles
Asbestos cement conduit
Asbestos cement electrical fuse boards
Asbestos cement external roofs and walls
Asbestos cement in the use of form work for pouring concrete
Asbestos cement internal flues and downpipes
Asbestos cement moulded products such as gutters, ridge capping, gas meter covers, cable troughs and covers
Asbestos cement pieces for packing spaces between floor joists and piers
Asbestos cement (underground) pit as used for traffic control wiring, telecommunications cabling etc
Asbestos cement render, plaster, mortar and coursework
Asbestos cement sheet
Asbestos cement sheet behind ceramic tiles
Asbestos cement sheet over exhaust canopies such as ovens and fume cupboards
Asbestos cement sheet internal walls and ceilings
Asbestos cement sheet underlay for vinyl
Asbestos cement storm drain pipes
Asbestos cement water pipes (usually underground)
Asbestos containing laminates, (such as Formica) used where heat resistance is required
Asbestos containing pegboard
Asbestos felts
Asbestos marine board, eg marinate
Asbestos mattresses used for covering hot equipment in power stations
Asbestos paper used variously for insulation, filtering and production of fire resistant laminates
Asbestos roof tiles
Asbestos textiles
Asbestos textile gussets in air conditioning ducting systems
Asbestos yarn
Autoclave/steriliser insulation

B

Bitumen-based water proofing such as malthoid (roofs and floors, also in brickwork)
Bituminous adhesives and sealants
Boiler gaskets
Boiler insulation, slabs and wet mix
Brake disc pads
Brake linings

C

Cable penetration insulation bags (typically Telecom)
Calorifier insulation
Car body filters (uncommon)
Caulking compounds, sealant and adhesives
Cement render
Chrysotile wicks in kerosene heaters
Clutch faces
Compressed asbestos cement panels for flooring, typically verandas, bathrooms and steps for demountable buildings
Compressed asbestos fibres (CAF) used in brakes and gaskets for plant and automobiles

D

Door seals on ovens

E

Electric heat banks – block insulation
Electric hot water services (normally no asbestos, but some millboard could be present)
Electric light fittings, high wattage, insulation around fitting (and bituminised)
Electrical switchboards see Pitch-based
Exhausts on vehicles

F

Filler in acetylene gas cylinders
Filters: beverage wine filtration
Fire blankets
Fire curtains
Fire door insulation
Fire-rated wall rendering containing asbestos with mortar
Fire-resistant plaster board, typically on ships
Fire-retardant material on steel work supporting reactors on columns in refineries in the chemical industry
Flexible hoses
Floor vinyl sheets
Floor vinyl tiles

Fuse blankets and ceramic fuses in switchboards

G

Galbestos™ roofing materials (decorative coating on metal roof for sound proofing)

Gaskets: chemicals, refineries

Gaskets: general

Gauze mats in laboratories/chemical refineries

Gloves: asbestos

H

Hairdryers: insulation around heating elements

Header (manifold) insulation

I

Insulation blocks

Insulation in electric reheat units for air conditioner systems

L

Laboratory bench tops

Laboratory fume cupboard panels

Laboratory ovens: wall insulation

Lagged exhaust pipes on emergency power generators

Lagging in penetrations in fireproof walls

Lift shafts: asbestos cement panels lining the shaft at the opening of each floor and asbestos packing around penetrations

Limpet asbestos spray insulation

Locomotives: steam, lagging on boilers, steam lines, steam dome and gaskets

M

Mastik

Millboard between heating unit and wall

Millboard lining of switchboxes

Mortar

P

Packing materials for gauges, valves, etc can be square packing, rope or loose fibre

Packing material on window anchorage points in high-rise buildings

Paint, typically industrial epoxy paints

Penetrations through concrete slabs in high rise buildings

Pipe insulation including moulded sections, water-mix type, rope braid and sheet

Plaster and plaster cornice adhesives

Pipe insulation: moulded sections, water-mix type, rope braid and sheet

Pitch-based (zelemite, asbestos, lebah) electrical switchboard

R

Refractory linings

Refractory tiles

Rubber articles: extent of usage unknown

S

Sealant between floor slab and wall, usually in boiler rooms, risers or lift shafts

Sealant or mastik on windows

Sealants and mastik in air conditioning ducting joints

Spackle or plasterboard wall jointing compounds

Sprayed insulation: acoustic wall and ceiling

Sprayed insulation: beams and ceiling slabs

Sprayed insulation: fire retardant sprayed on nut internally, for bolts holding external building wall panels

Stoves: old domestic type, wall insulation

T

Tape and rope: lagging and jointing

Tapered ends of pipe lagging, where lagging is not necessarily asbestos

Tilux sheeting in place of ceramic tiles in bathrooms

Trailing cable under lift cabins

Trains: country – guards vans – millboard between heater and wall

Trains – Harris cars – sprayed asbestos between steel shell and laminex

V

Valve and pump insulation

W

Welding rods

Woven asbestos cable sheath

Source: *Environmental health notes number 2 guidelines for local government on asbestos*, 2005 (Victorian Department of Human Services).

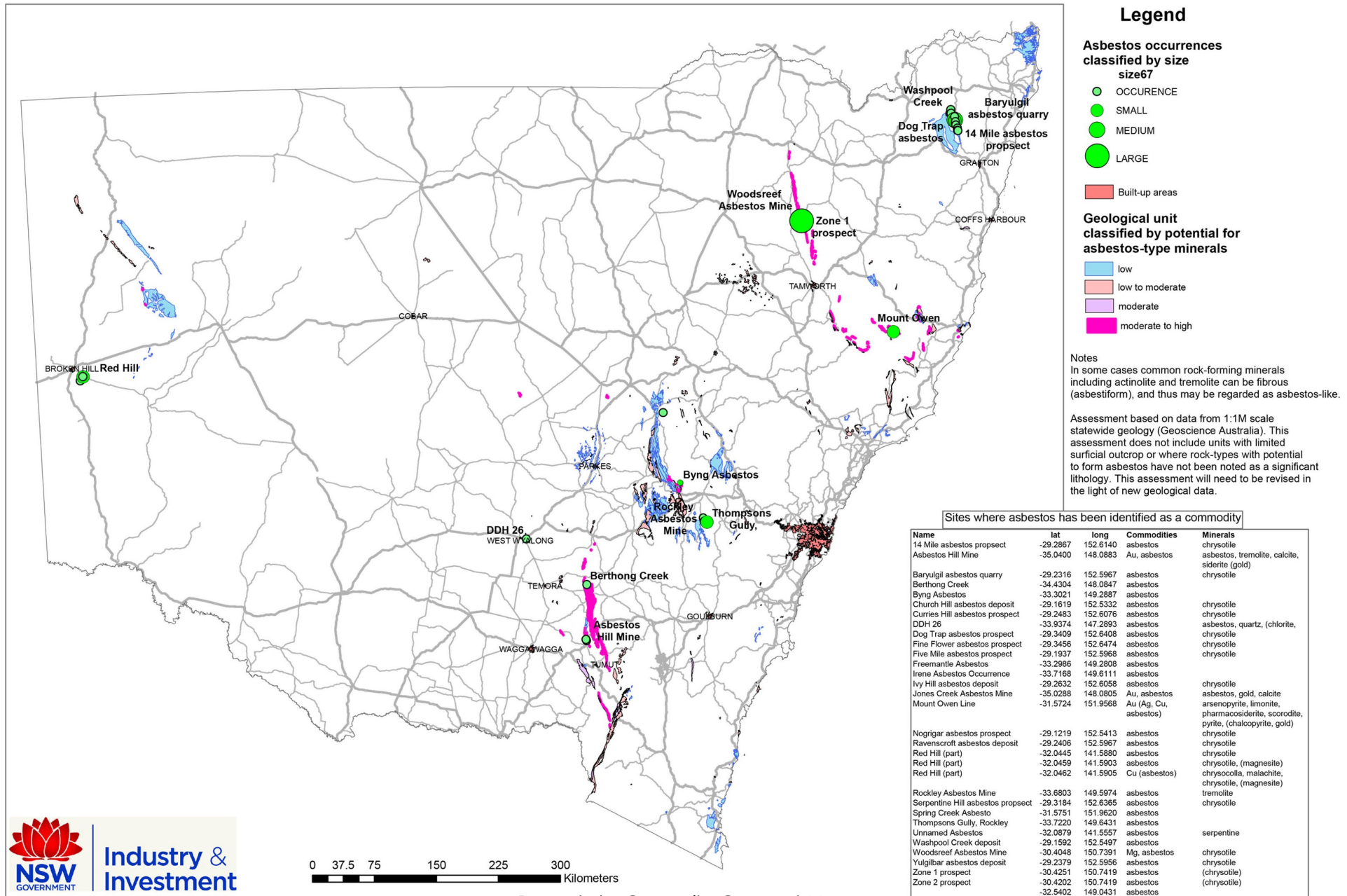
http://www.health.vic.gov.au/environment/downloads/hs523_notes2_web.pdf

Appendix K – Asbestos licences

Type of licence	What asbestos can be removed?
Class A	<p>Can remove any amount or quantity of asbestos or asbestos containing material, including:</p> <ul style="list-style-type: none"> any amount of friable asbestos or asbestos containing material any amount of asbestos containing dust any amount of non-friable asbestos or asbestos containing material.
Class B	<p>Can remove:</p> <ul style="list-style-type: none"> any amount of non-friable asbestos or asbestos containing material <p>Note: A Class B licence is required for removal of more than 10 m² of non-friable asbestos or asbestos containing material but the licence holder can also remove up to 10 m² of non-friable asbestos or asbestos containing material.</p> <ul style="list-style-type: none"> asbestos containing dust associated with the removal of non-friable asbestos or asbestos containing material. <p>Note: A Class B licence is required for removal of asbestos containing dust associated with the removal of more than 10 m² of non-friable asbestos or asbestos containing material but the licence holder can also remove asbestos containing dust associated with removal of up to 10m² of non-friable asbestos or asbestos containing material.</p>
No licence required	<p>Can remove:</p> <ul style="list-style-type: none"> up to 10 m² of non-friable asbestos or asbestos containing material asbestos containing dust that is: <ul style="list-style-type: none"> associated with the removal of less than 10 m² of non-friable asbestos or asbestos containing material not associated with the removal of friable or non-friable asbestos and is only a minor contamination.

An asbestos removal contractor's licence can be verified by contacting SafeWork NSW's Certification Unit on 13 10 50.

Appendix L – Known areas of naturally occurring asbestos



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