
**NARROMINE SHIRE COUNCIL
ORDINARY MEETING BUSINESS PAPER – 8 MARCH 2023
REPORTS OF COMMITTEES**

1. REPORT OF THE NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE

The report to and minutes of the Narromine Showground and Racecourse Advisory Committee Meeting held on 16 February 2023 at the Narromine Shire Council Chambers are attached (**See Attachment No. 1**).

RECOMMENDATION

That the report of the Narromine Showground and Racecourse Advisory Committee and the recommendations from the minutes of the Meeting held on 16 February 2023 be adopted.

2. REPORT OF THE INTERNAL AUDIT COMMITTEE

The minutes of the Internal Audit Committee Meeting held on 24 February 2023 at the Narromine Shire Council Chambers are attached (**See Attachment No. 2**).

RECOMMENDATION

That the recommendations from the minutes of the Internal Audit Committee Meeting held on 24 February 2023 be adopted.

3. REPORT OF THE LOCAL TRAFFIC COMMITTEE

The report to and minutes of the Local Traffic Committee Meetings held on 6 February 2023 are attached (**See Attachment No. 3**).

RECOMMENDATION

That the report of the Local Traffic Committee and the recommendations from the minutes of the Meeting held on 6 February 2023 be adopted.

4. REPORT OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE

The minutes of the Local Emergency Management Committee Meeting held on 9 February 2023 at the Narromine Shire Emergency Services are attached (**See Attachment No. 4**).

RECOMMENDATION

That the recommendations from the minutes of the Local Emergency Management Committee Meeting held on 9 February 2023 be adopted.

**MINUTES OF THE NARROMINE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE
MEETING HELD IN COUNCIL'S CHAMBERS ON THURSDAY 16 FEBRUARY 2023**

PRESENT: Cr Dawn Collins (Chair), Cr Dianne Beaumont, Sally Packham (Narromine Pony Club), Phil Johnston (Director Community and Economic Development), Clare Gill (Narromine Pony Club), Robert Handsaker (Narromine Turf Club), Bill Gibbs (Narromine Show Society) and Alison Attwater (Minute Taker)

1. WELCOME

The Chair welcomed those present and declared the meeting open at 3.03 pm.

2. APOLOGIES

RECOMMENDED Cr Beaumont/Sally Packham that the apologies of Nick Powell (Narromine Show Society), Shelli Hazzard (Narromine Turf Club), and Clare Gill (Narromine Pony Club) be accepted.

3. DECLARATION/CONFLICT OF INTEREST

Nil

4. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RECOMMENDED Sally Packham/Cr Beaumont that the minutes of the previous meeting held on 8 December 2023 be accepted as a true and accurate record of the meeting.

5. BUSINESS ARISING FROM THE MINUTES

Nil

6. REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE

1) Follow-up Items

Nil

RECOMMENDED: Cr Beaumont/Sally Packham that the information be noted.

2) Work Health and Safety

Nil

RECOMMENDED: Cr Beaumont/Bill Gibbs that the information be noted.

**MINUTES OF THE NARROMINE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE
MEETING HELD IN COUNCIL'S CHAMBERS ON THURSDAY 16 FEBRUARY 2023**

**REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE
Cont'd.**

3) Bookings

Nil

RECOMMENDED: Cr Beaumont /Robert Handsaker that the information be noted.

4) Financial Report

Nil

RECOMMENDED: Sally Packham/Robert Handsaker that the Financial Report as presented is accepted.

5) Director's Report

Plans were received for renovations of the Narromine Showground dining room. Discussion took place on these plans, and the following adjustments were requested.

- That an outdoor area be added to the southern/bar end of the dining room.
- That the paved area at the northern area of the dining room be fully enclosed to add additional floor space to the current structure.
- That two internal toilets be added to the plan to include disability access.

RECOMMENDED: Cr Beaumont/Robert Handsaker that the Director's Report as presented be accepted.

7) GENERAL BUSINESS

Nil

8) NEXT MEETING

The next meeting of the Narromine Showground and Racecourse Advisory Committee will be held on 22 June 2023, commencing at 3.00 pm at the Council Chambers. There being no further business, the meeting closed at 3.33 pm.

The minutes (pages 1-2) were confirmed on _____ 2023 and are a true and accurate record of proceedings of the meeting held on 16 February 2023.

CHAIR

REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE MEETING TO BE HELD AT COUNCIL'S CHAMBERS THURSDAY 16 FEBRUARY 2023

1. FOLLOW-UP UP ITEMS

Callers Tower Stairway Fencing		<p>ACTION: Council's WHS officer to inspect the race callers tower & give feedback on fencing this structure for safety purposes.</p> <p>OUTCOME: Council has inspected the stairway and recommended that an anti-climb spiked fence be constructed at the height of 2.1m using approved Australian standard materials. Example photo attached.</p>
Rubbish Removal		<p>ACTION: Council to advise the procedure for rubbish removal after a private function.</p> <p>OUTCOME: The hirer of the showground is responsible for all rubbish removal</p>

RECOMMENDATION

That the information is noted.

2. WORK HEALTH AND SAFETY ISSUES

Have any other Work Health and Safety Issues arisen for further consideration?

Nil

RECOMMENDATION

That the information be noted.

3. BOOKINGS

Since the last meeting in June 2022, there have been Zero (0) functions at the Narromine showground. There are two (2) forward booking for the next four months up to June 2023.

REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE MEETING TO BE HELD AT COUNCIL'S CHAMBERS THURSDAY 16 FEBRUARY 2023

Name		Event Date
Narromine Turf Club		20 April 2023
Private Booking		3-10 May 2023

RECOMMENDATION

That the information be noted.

4. FINANCIAL REPORT

The Narromine Showground and Racecourse Advisory Committee Financial Report is reflected in **Attachment No. 1**.

RECOMMENDATION

That the Financial Report as presented be adopted.

5. Directors Report

Welcome to all to 2023. As our last meeting in 2022 was delayed, there have been few happenings since that meeting. I hope all the user groups continue with their valued efforts for the community and thrive in 2023.

RECOMMENDATION

That the information be noted.

6. Next Meeting

The next Narromine Showground and Advisory Committee meeting will be held on Thursday, 22 June 2023, at 3 pm at the Council Chambers.

RECOMMENDATION

That the information be noted.

Phil Johnston

Director, Community and Economic Development

NSRAC		EXPENDITURE																
2022-2023																		
		REPAIRS & MAINT																
DATE	FOR	CHQ	ELECTRICITY	INSURANCE	VANDILISM REPAIRS	CLEANING	RATES & WATER	WAGES & PLANT	SUNDRY	GROUND	PLANT	Insurance Excess	BUILDINGS / FIXTURES	TURF	HOUSE	TOILETS	TOTAL	
1/07/2022	Council Wages							71.74									71.74	
1/07/2022	Narromine Shire Council - Rates						1,227.52										1,227.52	
2/08/2022			452.23														452.23	
2/08/2022			15.75														15.75	
31/08/2022	Council Wages & Plant							1,042.65									1,042.65	
2/09/2022			593.87														593.87	
2/09/2022			15.76														15.76	
2/09/2022	Council Wages & Plant							61.91									61.91	
21/09/2022	Narromine Shire Council - Water		200.20														200.20	
21/09/2022	Narromine Shire Council - Water		6.60														6.60	
28/09/2022													11.26				11.26	
30/09/2022	Council Wages & Plant							57.58									57.58	
4/10/2022			15.29														15.29	
6/10/2022	Council Wages & Plant							910.22									910.22	
21/10/2022	Council Wages & Plant							431.94									431.94	
19/10/2022													22.68				22.68	
2/11/2022			15.80														15.80	
2/11/2022			522.08														522.08	
10/11/2022	Narromine Turf Club - 50% Contrib New Caller Box												24,026.13				24,026.13	
17/11/2022	Council Wages & Plant							173.84									173.84	
30/11/2022	Council Wages & Plant							1,534.46									1,534.46	
2/12/2022			24.48														24.48	
2/12/2022			545.66														545.66	
8/12/2022	Narromine Shire Council - Water						194.09										194.09	
8/12/2022	Narromine Shire Council - Water						38.00										38.00	
8/12/2022	Narromine Shire Council - Water						70.00										70.00	
4/01/2023			473.55														473.55	
4/01/2023			45.82														45.82	
-																		
			2,927.09	-	-	-	1,529.61	4,284.34	-	#	-	-	-	24,060.07	-	-	32,801.11	
												Account	Description	Amount				
												4600.100.300	Salaries & Wages	4,284.34				
												4600.100.301	Overtime	-				
												4600.100.400	Contractors	-				
												4600.100.440	Electricity	2,720.29				
												4600.100.442	Rates	1,227.52				
												4600.100.443	Water	508.89				
												4600.100.445	Telephone Charges	-				
												4600.100.499	Other Expenses	-				
												4600.100.500	Materials Purchased	24,060.07				
												4600.100.505	Inventory	-				
												4600.100.532	Stationery & Office Consumables	-				
												4600.100.555	Gravel Costs	-				
												4600.100.970	Plant Hire - Internal Usage	-				
																	32,801.11	
																	Difference	-

**Narromine Showground and Racecourse
Advisory Committee
Statement of Working Funds
As at 01/02/2023**

Balance Brought Forward as at 01/07/22	124,452.03
Add Receipts	25,378.30
Less Payments	<u>(32,801.11)</u>
Balance of Working Funds 01/02/2023	<u>117,029.22</u>
Security Bonds Held	<u>3,645.00</u>
Reconciled Balance	<u>120,674.22</u>
Check:	- 0.00

Balance Sheet Check:

Reconciled Bank Balance 1 July 2022	124,452.03
Profit Year to Date	<u>(7,422.81)</u>
Reconciled Working Funds Balance 01/02/2023	<u>117,029.22</u>
Plus Security Bonds Held	3,645.00
Reconciled Balance (from GL)	120,674.22
Check:	-

Narromine Showground and Racecourse Advisory Committee

Statement of Income & Expenditure

Period Ending 01/02/2023

INCOME

Contributions		
Narromine Turf Club	1,295.45	
Narromine Show Society	1,295.45	
Narromine Shire	10,200.00	
Sundry	-	
		12,790.90
Fees		
Cottage Rent	2,559.20	
Other Facilities	1,920.90	
Stables	8,107.30	
		12,587.40
Other Income		-
Grant - Amentities Building	-	
Loan - Amentities Building	-	
Interest		-
		-
TOTAL INCOME		25,378.30

EXPENDITURE

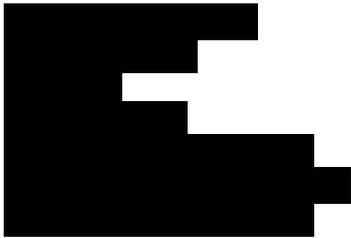
Vandalism Repairs		-
Cleaning		-
Electricity		2,927.09
Insurance - Excess		-
Insurance		-
Repairs & Maintenance		
Buildings / Fixtures	24,060.07	
Grounds	-	
Plant	-	
Turf	-	
House Repairs	-	
Toilets	-	24,060.07
Rates & Water		1,529.61
Wages & Security		4,284.34
Sundry		-
		32,801.11
PROFIT/(LOSS) YEAR TO DATE		- 7,422.81
ADJUSTED PROFIT/(LOSS) YEAR TO DATE		- 7,422.81

Balance Authority

	Job Number or GL Number		
BBF Authority 2021-2022	GL 69010	\$	-
Authority Balance 2022-2023	GL 69010	\$	120,674.22
	Balance	\$	120,674.22

Bonds Held Balance 2021-2022	GL 69230.8595.2040	\$	-
Bonds Held Balance 2022-2023	GL 69230.8595.2040	\$	3,645.00
	Total	\$	3,645.00

Bonds Outstanding

	14/06/2019	-	526.00
	10/11/2020	-	554.00
	8/09/2022	-	513.00
	23/09/2022	-	513.00
	24/08/2022	-	513.00
	26/07/2022	-	513.00
	29/09/2022	-	513.00
	Total	-	3,645.00
	Difference	\$	-

**MINUTES OF THE NARROMINE SHIRE COUNCIL INTERNAL AUDIT COMMITTEE
MEETING HELD IN COUNCIL CHAMBERS ON WEDNESDAY 24 FEBRUARY 2023**

PRESENT: Neil Maltby (Chair) – Independent External Member, Grahame Marchant – Independent External Member, Cr Adine Hoey NSC, Jane Redden - General Manager NSC, Barry Bonthuys - Director Finance & Corporate Strategy NSC, Marion Truscott - Director Governance NSC and Sally McDonnell (Minute Taker)

Via Teams – Paul Quealey – Lambourne Partners and Alex Hardy - Prosperity Advisor Group

In attendance Neville Attwater – Manager Information Technology (from 11.59am – 12.47pm)

1. WELCOME

The Chair welcomed everyone to the Narromine Shire Council Internal Audit Committee meeting and declared the meeting open at 11.59am.

2. APOLOGIES

Unaib Jeffrey – Audit Office of NSW

3. DISCLOSURES OF INTEREST

Nil

4. CONFIRMATION OF PREVIOUS MINUTES – 19 OCTOBER 2022

RECOMMENDED Neil Maltby/Grahame Marchant that the Minutes of the Narromine Shire Council Internal Audit Committee Meeting held 19 October 2022 be adopted as a true and correct record of the meeting.

5. BUSINESS ARISING FROM MINUTES

The Chair noted the list of actions from last meeting, are included on the agenda.

It was noted that the Insurance Presentation will be scheduled for the next meeting.

Alex Hardy- Prosperity Advisor Group joined the meeting at 12.01pm

6. DRAFT 4 YEAR INTERNAL AUDIT STRATEGIC PLAN (PRESENTED BY LAMBOURNE PARTNERS)

Paul Quealey – Lambourne Partners provided comment to the committee in relation to the Draft 4 Year Internal Audit Strategic Plan.

It was noted that the Strategic Plan should be reviewed annually as priorities and risks may change.

RECOMMENDED Neil Maltby/Cr Hoey that the 4 Year Internal Audit Strategic Plan be adopted and reviewed annually by the Committee.

Paul Quealey – Lambourne Partners left the meeting at 12.11pm

**MINUTES OF THE NARROMINE SHIRE COUNCIL INTERNAL AUDIT COMMITTEE
MEETING HELD IN COUNCIL CHAMBERS ON WEDNESDAY 24 FEBRUARY 2023**

7. FY23 ANNUAL ENGAGEMENT PLAN (EXTERNAL AUDITORS)

Alex Hardy – NSW Audit Office provided comment to the committee in relation to the FY23 Annual Engagement Plan.

It was noted that the Director Finance and Corporate Strategy advised he will circulate a set of draft statements, including disclosures and notes, to the Internal Audit Committee in May 2023, out of session.

RECOMMENDED Neil Maltby/Grahame Marchant that the FY23 Annual Engagement Plan be noted.

Alex Hardy- Prosperity Advisor Group left the meeting at 12.21pm

8. REPORT TO INTERNAL AUDIT COMMITTEE**Items from the Director Finance and Corporate Strategy****8.1 Overview of Council's IT System**

Director Finance and Corporate Strategy and Manager Information Technology provided comment to the committee in relation to the Overview of Council's IT System.

The General Manager advised that some of the members of the Alliance of Western Councils are reviewing their IT Systems and have engaged a consultant to undertake the review. Council to consider whether there is any value in participating, to review Councils ICT Strategy and future security actions required. An update will be provided at a future Internal Audit Committee meeting.

Neville Attwater – Manager Information Technology left the meeting at 12.47pm

Items from the Director Governance**8.2 Committee Action Tracking List**

RECOMMENDED Grahame Marchant/Neil Maltby that progress with implementation of Internal Audit Committee actions as per the Action Tracking List be considered and noted.

8.3 Legislative Compliance - Exception Reporting

RECOMMENDED Neil Maltby/Grahame Marchant that the Committee notes there are no identified legislative compliance issues to be reported to date.

8.4 Compliance Monitoring – Office of Local Government Circulars

RECOMMENDED Neil Maltby/Grahame Marchant that the Committee notes the actions taken to date in relation to the recent Circulars issued by the Office of Local Government.

It was noted that Council's Credit Card Policy will be reviewed and presented to the Internal Audit Committee prior to adoption by Council.

8.5 Narromine Shire Property Strategy Action List

RECOMMENDED Neil Maltby/Grahame Marchant that the progress update on the relevant key performance indicators of the Narromine Shire Council Property Strategy Action list be noted.

**MINUTES OF THE NARROMINE SHIRE COUNCIL INTERNAL AUDIT COMMITTEE
MEETING HELD IN COUNCIL CHAMBERS ON WEDNESDAY 24 FEBRUARY 2023**

8.6 Update on the Guidelines for Risk Management and Internal Audit for Local Government in NSW

It was noted that the General Manager will liaise with Alliance of Western Councils to investigate the option of Shared Services.

RECOMMENDED Neil Maltby/Grahame Marchant

1. That the draft Guidelines for Risk Management and Internal Audit for Local Government in NSW as attached to the report be noted.
2. That Council continues to work towards ensuring that membership and operations of the Committee comply with the requirements in the Guidelines by 1 July 2024.
3. That an action plan with timeframes be provided to the Committee.

8.7 Flood Results/Costs/Funding by State Government

RECOMMENDED Neil Maltby/Grahame Marchant that the grant funding applications submitted to the State Government for recent stormwater damage be noted.

7. ANY OTHER BUSINESS

Fraud Inquiry Questionnaire Discussion

Discussion was held in relation to the Fraud Inquiry Questionnaire. The Chair noted and accepted the comments.

Project Management

The Committee requested a report on how Council undertakes its project management.

8. DATE FOR NEXT MEETING

The next Internal Audit Committee meeting will be held on Monday, 26 June 2023 at 12 noon and then Monday, 23 October 2023 at 12 noon.

9. CONCLUSION OF MEETING

The Chair thanked all members for attending.

There being no further business the meeting concluded at 1.34pm.

The Minutes (pages 1 to 3) were confirmed at a meeting held on the day of _____ 2023, and are a full and accurate record of proceedings of the meeting held on 24 February 2023.

CHAIR

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD AT THE NARROMINE SHIRE COUNCIL
CHAMBERS ON MONDAY 6 FEBRUARY 2023**

PRESENT: Cr Dawn Collins (Chair, Narromine Shire Council), Jane Redden (General Manager); André Pretorius (Director Infrastructure & Engineering Services, Narromine Shire Council) Ewen Jones (Delegate for State Member), Jason Nicholson (Transport for NSW), Michael Donley (Senior Constable, Orana Mid-Western Police District, NSW Police), Rowena Burke (Minute Taker)

IN ATTENDANCE: Cr Lyn Jablonski

1. WELCOME

The Chair welcomed those present and declared the meeting open at 9.33am

2. APOLOGIES

Nil

3. MINUTES OF THE PREVIOUS MEETING

RECOMMENDED Ewen Jones/Jason Nicholson that the Minutes of the previous meeting of the Local Traffic Committee held on 8 August 2022 be accepted as a true and accurate record of the discussions held at that meeting.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Heavy Vehicle Parking

Jason Nicholson advised that Transport for NSW has no objection to the installation of boulders at the truck parking area adjacent to the Mitchell Highway west of Manildra Street.

Director Infrastructure and Engineering Services advised that the footpath will be extended from the grain receival facility to the truck parking area and that boulders will provided the best protection for pedestrians. Boulders will also be installed at the Golf Club area. The boulders will be ordered and installed as soon as possible.

Director Infrastructure and Engineering Services will obtain confirmation from supplier on delivery date and advise the Committee accordingly.

Signage

Director Infrastructure and Engineering Services advised that the signs requested at the August meeting have been received and are in the process of being installed. The Reduce Engine Noise signs are yet to be received.

It was noted that the "No Parking" signs cannot be located where initially planned due to the location of underground services. Council has requested permission from the owners of the properties adjacent to the laneway, to install the signs on the external wall of their buildings.

**MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD AT THE NARROMINE SHIRE COUNCIL
CHAMBERS ON MONDAY 6 FEBRUARY 2023**

Repainting of hatched area

Cr Collins asked if the painting of the hatched area in front of RFDS pilots house been done. Director Infrastructure and Engineering Services advised that the repainting would be undertaken as soon as possible.

5. DECLARATION OF PECUNIARY/CONFLICT OF INTEREST

Nil

6. REPORT TO LOCAL TRAFFIC COMMITTEE

1. ANZAC DAY MARCH AND SERVICE NARROMINE

Police to notify the Committee if the laneways need to be barricaded as in previous years.

Jason Nicholson advised that Council will need to apply for a Road Occupancy License (ROL) as the March is to be held on a State Road.

RECOMMENDED Ewen Jones/Jason Nicholson that approval be granted to the Narromine RSL Sub Branch to hold the ANZAC Day March and Service, in Narromine, on 25 April 2023, as described in the application, subject to receipt of the relevant documentation and approvals.

2. ANZAC DAY MARCH AND SERVICE TRANGIE

RECOMMENDED Jason Nicholson/Ewen Jones that the Committee grants approval to the Trangie Action Group to hold the ANZAC Day March and Service, in Trangie, on 25 April 2023, as described in the application, subject to the receipt of the relevant documentation and approvals.

3. APPLICATION FOR THE BLACK DOG RIDE

RECOMMENDED Ewen Jones/Michael Donley that approval be granted to hold a Black Dog Ride commencing 19 March 2023 as described in the application, subject to the conditions attached therein.

MINUTES OF THE LOCAL TRAFFIC COMMITTEE HELD AT THE NARROMINE SHIRE COUNCIL CHAMBERS ON MONDAY 6 FEBRUARY 2023

7. GENERAL BUSINESS

Cr Jones requested that something be done to improve the lighting at the pedestrian crossing in Dandaloo Street from the Post Office to the old ANZ bank building. It was noted that Essential Energy are currently installing LED lights in the area. Director Infrastructure and Engineering Services to look at the height of the trees in the vicinity of the pedestrian crossing.

Cr Jones asked if the installation of a roundabout has been considered on the corner of Dandaloo and Nymagee Streets. The General Manager advised that a SIDRA analysis has previously been undertaken and the area does not meet the criteria. Director Infrastructure and Engineering Services advised that once the road is handed back to Council, it will make future planning of the area simpler.

Director Infrastructure and Engineering Services advised the Committee that Council has held discussions with Essential Energy regarding the location of street lights. The poles are currently located close to the kerb and are being damaged by parking vehicles. Essential Energy and Council are looking at different treatments to protect the lights and poles.

8. NEXT MEETING

The next Meeting of the Local Traffic Committee will be held on **Monday, 3 April 2023** commencing at **9.30am** in the Narromine Shire Council Chambers.

There being no further business, the meeting closed at 9.50 am.

The Minutes (pages 1-3) were confirmed on _____, 2023 and are a full and accurate record of proceedings of the meeting held on 6 February 2023.

CHAIR

**NARROMINE SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE BUSINESS PAPER – 6 FEBRUARY 2023**

1. ANZAC DAY MARCH AND SERVICE, NARROMINE – 25 APRIL 2023

Author Director Infrastructure and Engineering Services
Responsible Officer Director Infrastructure and Engineering Services

Executive Summary

The purpose of this report is to provide the Local Traffic Committee with information regarding a March and Service in Narromine for ANZAC Day 2023.

Report

Council is in receipt of an application from the Narromine RSL Sub Branch to hold a March and Service, in Narromine, for ANZAC Day 2023. **(Provided to the committee under separate cover)**

The Sub Branch has requested the closure of:

- Dandaloo Street from Meringo Street/Second Avenue through to Derribong Street/Avenue;
- Burroway Street from Merilba Street to Dandaloo Street.

Whilst troops will fall in at 10:00am in front of the USMC and the March will be finalised by approximately 12 noon, the requested period of closure is from 9:00am until 12:30pm - 1:00pm to allow for setting up / packing up time and removal of road closure barricades.

The Sub Branch has submitted a completed RMS "Traffic and Transport Management of Special Events" form together with a Traffic Control Plan, Risk Assessment and Management Plan, and a copy of their current Public Liability Insurance Policy.

A review of the Special Event Planning and Resource Matrix as per the Guide to Traffic and Transport Management For Special Events (Version 3.5), 2018, indicates that this activity could be classified as a Class 2 event since it blocks off a main street of a town and that a state road will be impacted upon.

RECOMMENDATION

That approval be granted to the Narromine RSL Sub Branch to hold the ANZAC Day March and Service, in Narromine, on 25 April 2023, as described in the application, subject to receipt of the relevant documentation and approvals.

**NARROMINE SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE BUSINESS PAPER – 6 FEBRUARY 2023**

2. ANZAC DAY MARCH AND SERVICE, TRANGIE – 25 APRIL 2023

Author Director Infrastructure and Engineering Services
Responsible Officer Director Infrastructure and Engineering Services

Executive Summary

The purpose of this report is to provide the Local Traffic Committee with information regarding a march and service in Trangie for ANZAC Day 2023.

Report

Council is in receipt of an application from the Trangie Action Group on behalf of the Trangie United Services Memorial Club, to hold a March and Service, in Trangie, for ANZAC Day 2022. **(Provided to the committee under separate cover).**

The Trangie Action Group has requested the closure of Dandaloo Street from the Mitchell Highway to Harris Street, Trangie.

The event will start at 10:30am and end at 11am. Some time will be required to allow for setting up / packing up time and removal of road closure barricades.

The Trangie Action Group has submitted a completed RMS "Traffic and Transport Management of Special Events" form. It is anticipated that they will meet the requirements of the application and provide a Traffic Control Plan, Risk Assessment and Management Plan.

RECOMMENDATION

That approval be granted to the Trangie Action Group to hold the ANZAC Day March and Service, in Trangie, on 25 April 2023, as described in the application, subject to receipt of the relevant documentation and approvals.

3. APPLICATION FOR THE BLACK DOG RIDE

Author Director Infrastructure and Engineering Services
Responsible Officer Director Infrastructure and Engineering Services

Executive Summary

The purpose of this report is to provide the Local Traffic Committee with information regarding an upcoming Black Dog Ride through the Shire.

**NARROMINE SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE BUSINESS PAPER – 6 FEBRUARY 2023**

3. APPLICATION FOR THE BLACK DOG RIDE (Cont'd)

Report

Council has received a request from the Black Dog Ride organisation to hold a Black Dog Ride on 19 March 2023. The ride will commence in Dubbo and will conclude at the Collie Hotel, travelling through Narromine, making a stop at the Narromine Car Show (Narromine Golf Club) before continuing on through Gin Gin and Bundemar.

The annual one day ride is held to raise awareness of depression and suicide prevention and it is expected to attract up to 300 participants.

Council has received the completed Special Event Guide, Certificate of Currency and route map from the event organiser (**Provided to the committee under separate cover**)

RECOMMENDATION

That approval be granted to the applicant to hold a Black Dog Ride commencing 19 March 2023 as described in the application, subject to the conditions attached therein.

André Pretorius
Director, Infrastructure and Engineering Services

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD AT THE
NARROMINE SHIRE EMERGENCY SERVICES COMPLEX ON
THURSDAY, 9 FEBRUARY 2023**

PRESENT: André Pretorius (Chair)(LEMO)(Director Infrastructure and Engineering Services, NSC); Cr Dianne Beaumont (Narromine Shire Council); Inspector William Russell (LECON, NSW Police Force Orana); Ewen Jones (NSW Fire and Rescue); Wade Haines (NSW Fire and Rescue); Chris Cusack (NSW Fire and Rescue); Michael Harvey (Fire NSW); Jason Gavenlock (Local Land services); Ken Bermingham (Tomingley Gold Operations); Tony Coen (Tomingley Gold Operations); Sanu Thekkumpurath (Narromine Health Service); Mark Pickford (NSW Rural Fire Service); Annabelle Watson (REMO); Lukas Torr (NSW SES); Rowena Burke (Minute Taker)

1. WELCOME

The Chair welcomed those present and declared the meeting open at 9.30am.

2. APOLOGIES

RECOMMENDED by consensus that the apologies of Graham Millgate, Anthony McEachern and John Sevil be accepted.

Late apology received from Sarah Masonwells (NSW Reconstruction Authority)

3. CONFIRMATION OF MINUTES

RECOMMENDED by consensus that the Minutes of the meeting held on 10 November 2022 are a true and accurate record.

4. BUSINESS ARISING

Ken Bermingham advised a training day at Tomingley Gold Mine had been held however no external agencies were in attendance. Another training day will be held later in the year for agency involvement. Tuesday 28 March is the next planned training day to be held at the mine. Access to the tailings dam can be arranged at any time by contacting James Didovich.

Director Infrastructure and Engineering Services advised that a meeting was held on 10 November 2022 with ARTC to discuss the length of trains and the blocking of both crossings in Narromine at the same time. ARTC and UGL are both aware of the situation and UGL will confirm the length of their trains before proceeding onto ARTC areas of responsibility.

5. CORRESPONDENCE

- February 2023 REMO Report (**Attachment No. 1**)
- December 2022 NSW Reconstruction Authority Report (**Attachment No. 2**)
- January 2023 NSW SES Report (**Attachment No. 3**)

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD AT THE
NARROMINE SHIRE EMERGENCY SERVICES COMPLEX ON
THURSDAY, 9 FEBRUARY 2023**

6. AGENCY REPORTS

(a) NSW Fire and Rescue (Michael Harvey)

Business as usual

Report to be forwarded for inclusion with Minutes

(b) Narromine Volunteer Rescue Association

Not in attendance

(c) NSW Rural Fire Service (Mark Pickford)

Completed the radio reprofile in the Orana area and also activated the vehicle location system

New fire rating system has commenced and has created some issues with permits

27 jobs since last LEMC meeting, one total fire ban

Working on increasing Tomingley Brigade membership

Working the Narromine Shire Council to ensure adequate water supply for emergency services is available

(d) NSW Police Orana – Narromine (Inspector William Russell)

Narromine Police Station at full strength

“Lock It Or Lose It” campaign on going

Audit of evacuation facilities due by end of April 2023

EMPLAN due by end of June 2023

(e) Local Land Services LLS (Jason Gavenlock)

Fire hazards – Webbs Reserve and Macks Reserve are overgrown. May put stock on the reserves to reduce the amount of vegetation

Stock on road due to dry weather, mostly on back roads

Illegal hunting has been detected. Information will be passed on to Narromine Police

Mark Pickford commended the LLS for letting stock in around overgrown areas in Trangie and reducing the potential fire hazards

Burnt out cars on reserves – to be reported to the police and/or Council

(f) Transport for NSW (David Dickey)

Not in attendance

(g) SES (Lukas Torr)

Report tabled (**Attachment 3**)

(h) ARTC

Not in attendance

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD AT THE
NARROMINE SHIRE EMERGENCY SERVICES COMPLEX ON
THURSDAY, 9 FEBRUARY 2023**

(i) Narromine Shire Council (Andre Pretorius)

Assisted RFS with heavy equipment
Trangie still doesn't have an operating service station. Operators have met Council conditions and are now waiting on approval from other agencies
Council plant located in Trangie is currently fuelled from other sources
Pot hole repairs are underway on sealed and unsealed roads. Grants have been received to undertake these works
Council is changing the way roads are being constructed which will result in safer access for emergency vehicles and general road users
Hazard reduction work has recommenced
Audit on evacuation centres and updated EMPLAN are due in the coming months
Working with RFS for better fuel card system

(j) NSW Reconstruction Authority
Report Tabled (**Attachment No. 2**)

(k) Narromine Health Service (Sanu Thekkumpurath)

250 presentations to hospital in January
COVID – Currently no positive in-patients
Two Registered Nurses have resigned, however the positions have been filled
Doctors are available from 8.30am to 4.30pm. After 4.30pm the virtual model is implemented
Work and Safety audits and National Standard audits have recently been undertaken
Drive through COVID testing clinic was discontinued as of November 2022
Arts and Signage strategy. Two art works will be implemented before June 2023
Air conditioning upgrade to commence
Staff retention is good. Lots of positive feedback from the community

(l) NSW Ambulance
Not in attendance

(m) Tomingley Gold Operations (Ken Bermingham)

No significant issues
Still trying waiting on approvals from various government agencies for the expansion of the mine. Draft conditions of consent are being worked through.
Realignment of the highway will commence once approvals have been finalised
Training for BG4 apparatus has been undertaken and will continue
Tailings dams exercise to be held 28 March 2023

RECOMMENDED by consensus that the agency reports as presented be received.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD AT THE
NARROMINE SHIRE EMERGENCY SERVICES COMPLEX ON
THURSDAY, 9 FEBRUARY 2023**

7. RESCUE SUB COMMITTEE

Inspector Russell confirmed the meeting was held at 9.00 am prior to the Local Emergency Management Committee Meeting.

8. REMO REPORT (Inspector William Russell)

- Tabled (**Attachment No. 1**)
Return to face to face training until the end of March. Will be re-evaluated at that time
No after action review required for recent flooding events but it is suggested that it should be completed

9. UPCOMING EVENTS

Event	Dates to be held
Anzac Day March – Narromine and Trangie	25 April
Narromine Cup	4 March – 11 March
Australian National Gliding Championships	12 March – 25 March

Trangie Truck and Tractor event – 9 August 2023 – expecting around 3000 people over the weekend

10. GENERAL BUSINESS

Sanu Thekkumpurth advised that Dugald Saunders (Member for Dubbo) would be visiting the Narromine Hospital next week.

11. NEXT MEETING

The next Local Emergency Management Committee Meeting will be held on **Thursday, 11 May 2023**, commencing at 9.30 am; to be preceded by a Rescue Sub Committee Meeting commencing at 8.45 am.

There being no further business, the meeting closed at 10.06 am

The Minutes (pages 1 to 4) were confirmed at a meeting held on the _____ day of _____ 2023, and are a full and accurate record of proceedings of the meeting held on 9 February 2023.

Chair

REMO Report to LEMC/LRC

February 2023

RRC

The next Combined Central West and Far West Region Rescue Committee (RRC) meeting is scheduled for Orange at 1030hrs on Thursday 02 March 2023. This will be a face-to-face meeting with light lunch afterwards.

REMC

The next Central West REMC meeting is scheduled for Orange at 1300hrs on Thursday 2 March 2023. This will be a face-to-face meeting with light lunch prior.

OPERATIONS

The REOC status is currently at 'Monitoring'. Issues currently being monitored are the ongoing flooding Far West, Japanese encephalitis, and bushfires that have been prevalent throughout the entire of Western NSW. The REOC at the time of this report is conducting actions to support the after-action reviews at both local and regional level.

- Western Region REOC was Operational for a total of 37 days in support of the Western Region flooding and the gas supply disruption originating in Bathurst
 - 08 October 2022 – 12 October 2022
 - 22 October 2022 – 26 October 2022
 - 04 November 2022 – 01 December 2022
- For 52 Days between 05 October 2022 and 31 December 2022 there was a Central West EOC at Operational or Alert Status
- Bathurst EOC was operational for 19 days in response to the gas supply disruption
- 10 Central West LEOCs stood up to Operational Status between 05 October 2022 and 31 December 2022

At the time of reporting there are no LEOC's within the central west at alert or operational status.

LEOCONs

Sargent Mathew Cowden has been appointed as the Deputy LEOCON for Mid-Western LGA.

REMOs

The Central West is continuing to be covered by Andrew Elms in the South and Annabelle Watson in the North. We would like to welcome Matthew Apps who has been appointed as the REMO for the Far West based in Broken Hill. Matthew has joined the NSWPF after 18 years in the RFS and brings a wealth of knowledge to the team. Andrew Elms will continue to support the New England Region while this position is filled.

TRAINING

The NSW Emergency Management Programme is a compulsory course prior to any face-to-face course and is available online through the EMTraining website (emtraining.nsw.gov.au). There are eight modules available to complete and anyone working or with an interest in EM is strongly encouraged to complete these modules. Other useful online courses are also available.

Further dates for 2023 face to face training will be announced in mid-February.

EMPLAN's

All LEMC's are reminded that EMPLAN's must be updated every 3 years from the date of endorsement by the REMC. All EMPLAN's must go through the endorsement process and be signed by the Regional Emergency Management Controller.

The State Emergency Operations Controller requires all LEMCs to conduct audits of their respective evacuation centres. These audits are to be completed by 30 April 2023.

EXERCISES

Conducted

Dubbo foot and mouth livestock stand still discussion exercise conducted by LLS.

Multi-agency livestock standstill field exercise conducted at Two Mile rest area at Cundumbul managed by the IEMC.

Cowra Saleyards FMD exercise conducted by LLS in December.

Planning

Coonamble LEOCON – Multiagency Tabletop- *Postponed due to flooding in 2022*

Lachlan Shire Airport Exercise – *Postponed due to flooding in 2022*

The REOCON, A/C Greentree, encourages LEMC to recommence planning and conduct of emergency exercises as part of the PPRR cycle of emergency management.

Andrew Elms

[REDACTED]

Central West (South)

Region Emergency Management Officer

25 January 2023

Annabelle Watson

[REDACTED]

Central West (North)

Region Emergency Management Officer

25 January 2023



Report

Local Emergency Management Committee

Thursday, 29 December 2022
 NSW Reconstruction Authority
 Central West, Orana and Far West NSW (CWOFW)

2022 Accomplishments

2022 – Year in Review AGRN 1034 (September 2022 Central and Far Western NSW) - ongoing



4,574 buildings (residential and business) damaged

75 LGAs Disaster Declared

Key programs include:

- Clean up
- Primary Producers Support
- Rural Landholders Support
- \$1 million to disaster declared Councils
- Small Business and NFP Grants



Recovery Centre Stats

38

Recovery Centres Established to date

3,674

Total Recovery Centre Presentations to date



Funding Support

\$597 million

in grant and support funding announced on a 50:50 cost share basis with the Commonwealth

More than \$4 million has been disbursed.

Recovery Assistance

Recovery Assistance points have been/are being established in the following locations following flood and storm events from September onwards:

- Molong, Orange, Cudal, Cowra, Eugowra, Parkes, Forbes, Collarenebri, Brewarrina, Bourke, Menindee, Condobolin, Lake Cargelligo, Warroo

Achievements

- Significant support to flood impacted communities
- Regional Recovery Committee and Local Recovery Committees established
- Recovery Assistance Points (RAP) established providing face-to-face support (including individuals, businesses and primary producers)
- Coordination of 'Caravan at home' campify program
- Coordination of 'Disaster Relief Grants' for households

CWOFW staff significantly deployed and supported recovery in the following natural disasters within NSW:

2022 – Year in Review AGRN 1012 (February 2022 Northern Rivers)



10,632 buildings (residential and business) damaged
62 LGAs Disaster Declared

Key programs include:

- Clean up
- Primary producer supports
- Mental health and wellbeing
- Temporary housing support
- Establishment of the NRRC
- \$1 million grant to every disaster declared Council
- Council-based Community Recovery Officers.



Recovery Centre Stats

95

Recovery Centres Established

53,076

Total Recovery Centre Presentations



Funding Support

>\$4 billion

in grant and support funding announced on a 50:50 cost share basis with the Commonwealth, with NSW funding nearly \$1 billion of this total

More than \$1.1 billion has been disbursed.

2022 – Year in Review AGRN 1025(July 2022 Sydney / Hunter Central Coast)



4,322 buildings (residential and business) damaged

51 LGAs Disaster Declared

Key programs include:

- Clean up
- Rent Support
- Back Home Grant
- Resilient Homes Fund
- Resilient Lands Program



Recovery Centre Stats

34

Recovery Centres Established

5,247

Total Recovery Centre Presentations



Funding Support

>\$1.2 billion

in grant and support funding announced on a 50:50 cost share basis with the Commonwealth

More than \$150 million has been disbursed.

Disaster Relief Grants

AGRN 1012 – February/March Floods



\$11.37 million in Household Grants



\$1.55 million in Structural Grants**

AGRN 1025 – July Floods and onwards



\$238,271 in Household Grants



\$0 in Structural Grants**

AGRN 1034 – September Floods onwards



\$44,299 in Household Grants



\$30,000 in Structural Grants**

**Caravan and Temporary Dwelling ONLY

Comparison between disasters



Key facts - as at 12 DECEMBER 2022 at 5:00PM

Comparison between disasters

	Bushfires 19/20	Floods March 2021	Floods Feb – March 2022	Floods July 2022	Floods September 2022
LGAs disaster declared	50	78	62	51	75
Evacuation centres open for this event	88 (Nov 19 – Mar 20)	33	80 (Feb 22 – Mar 22)	17	35
Evacuation registrations	Unavailable	2, 854	8,188	1,345	1, 793
Requests for assistance (SES)	N/A	14, 557	32,179	10,400	20,075
Flood rescues (SES)	N/A	1, 052	2,229	486	859
Deaths per event (confirmed)	26	3	9	0	2
Building assessments	41,652	15, 616	21,170	10,714	8,696
Homes damaged	1,034	10, 540	10,849	3,663	3,477
Homes uninhabitable	2,475	1, 196	4,055	200	101
Emergency accommodation	8, 000 (10/19 – 10/20)	1, 664	13,017 (cumulative since start of event) Current figure is 831	650 (cumulative) Current figure is 10	1,647 Current figure is 303
Recovery centres / assistance points	28	8	95	34	24
Visits to recovery centres	27,000 (this also included people registering on RFR themselves)	9, 700	53,076	5, 247	2,714
Customer service support (calls to SNSW)	47, 800	41, 000	216,845	27,005	TBC
Personnel deployed across operations (RFS, SES, ADF etc)	4, 000+	4, 500	+ 6, 900	1,400	2,250+* *Not tracked. Last available 02.12.22
Tonnes of waste	340, 000 (240, 000 was asbestos)	16, 230	323,489 Northern Rivers: 248,950 tonnes and Metro/South 74,539 tonnes	27,564	TBC
Funding provided (breakdown below)	\$4.5 billion	Close to \$1 billion (\$600 million)	Close to \$4.0 billion	\$235.3 million	\$406 million

NSW Reconstruction Authority

On 9 November 2022, the NSW Premier, Deputy Premier, Minister for Emergency Services and Resilience, and Minister for Planning announced the formation of the NSW Reconstruction Authority (NSWRA).

NSWRA will be dedicated to disaster preparedness, recovery and reconstruction – similar to the model used by the Queensland state government. This was one of the key recommendations from the independent flood inquiry conducted by Professor Mary O’Kane and Mick Fuller.

On 16 December 2022, the Administrative Arrangements Order was made. This Order abolished Resilience NSW and transitioned its functions and staff to the NSW Reconstruction Authority, or to other specific departments in the NSW Government. The acting CEO of the NSW Reconstruction Authority was also announced, interim CEO Mick Cassel will lead the new agency.

The majority of Resilience NSW’s functions have transitioned to the NSWRA. Many of our current staff have also transitioned to the new agency and continue to support the functions they currently undertake. Some functions have also been absorbed in other areas across the sector, including within the Department of Premier & Cabinet (DPC), the Department of Communities & Justice (DCJ) and the NSW Police.

For more information: <https://www.dpie.nsw.gov.au/about-us/our-agencies/nsw-reconstruction-authority>

LEMC Primary Contacts

Coordination Officer

Central West, South: Cecilia Hunt [REDACTED] cecilia.hunt@resilience.nsw.gov.au

Assistant Coordination Officers

Lynn-Maree Dunn: [REDACTED] lynn-maree.dunn@resilience.nsw.gov.au

Sarah Masonwells: [REDACTED] sarah.masonwells@resilience.nsw.gov.au

REMC Contacts

Primary Central West & Far West REMC representative:

Ken Harrison: [REDACTED] ken.harrison@resilience.nsw.gov.au

Secondary REMC representatives:

Deb Bate: [REDACTED] deborah.bate@resilience.nsw.gov.au

Kel Wise: [REDACTED] kelvin.wise@resilience.nsw.gov.au

Report prepared by Cecilia Hunt & Sarah Masonwells for distribution in February 2023 CWOFW LEMC Committee Meetings

REPORT TO
Narromine Shire Council
Local Emergency Management Committee



NSW State Emergency Service – Narromine SES Unit
Reporting Period: 1st November 2022 – 31st January 2023

1. ACTIVITY

- There have been no incidents in the Narromine shire NSW SES have received requests for attendance.

Storm	Support	Resupply	Med Resupply	Flood Misc	Evac	Flood Rescue	Total
0	0	0	0	0	0	0	0

NSW SES Operational Management System - BEACON

2. CAPABILITY

- Narromine SES has a new Unit Commander, Craig Walker, with the re-build of the unit underway.
- Recruitment activities will commence in coming months, to support the LGA for Flood and Storm response, with the appointment of the new Unit Commander.

3. PLANNING

- After action / debrief post the recent flooding across the area to be undertake, to review flood data and update flood action cards / intelligence.
- Training to recommend post the Christmas / new year break in mid-February 2023.

4. OTHER NEWS

- NSW SES Western Zone has a newly appointment, Zone Commander. Chief Superintendent Brigid Rice commenced the role on the 1st of January 2023.

Report Submitted By	Date:
Joshua Clark Zone Operational Readiness Officer Western Zone NSW SES wzt.ops@ses.nsw.gov.au	31/01/2023