



**murray river
council**

AGENDA

**Ordinary Council Meeting
Tuesday, 22 August 2023**

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

Date: Tuesday, 22 August 2023

Time: 1pm

**Location: Council Chambers
Moama Administration Office
52 Perricoota Road, Moama**

**Terry Dodds
Chief Executive Officer**

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- 1 OPENING MEETING**
- 2 ACKNOWLEDGEMENT OF COUNTRY**
- 3 APOLOGIES & APPLICATIONS FOR A LEAVE OF ABSENCE**

4 CONFIRMATION OF MINUTES

4.1 CONFIRMATION OF MINUTES - ORDINARY MEETING HELD ON 25 JULY 2023 OF MURRAY RIVER COUNCIL

File Number: -
Author: Lindy Leyonhjelm, Executive Assistant
Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That the minutes of the Extra Ordinary Meeting of Murray River Council held on 25 July 2023 be confirmed as a true and correct record.

DISCUSSION

Murray River Council held its Ordinary Meeting of the Council on Tuesday 25 July 2023, commencing at 1:00pm at the Mathoura Visitor & Business Centre, Multi-function room, 23 Moama Street, Mathoura NSW 2710.

A copy of the draft minutes for the meeting is attached for ratification by the Council at this meeting.

ATTACHMENTS

1. Unconfirmed_MINUTES_Ordinary Meeting of Council 25 July 2023 [↓](#) 

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes**25 July 2023**

**MINUTES OF MURRAY RIVER COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE MATHOURA VISITOR & BUSINESS CENTRE, MULTI-FUNCTION ROOM, 23
MOAMA STREET, MATHOURA NSW 2710
ON TUESDAY, 25 JULY 2023 AT 1PM**

PRESENT: Cr Nikki Cohen, Cr Neil Gorey, Cr Thomas Weyrich, Cr Frank Crawley, Cr Kron Nicholas, Cr Dennis Gleeson

IN ATTENDANCE: Terry Dodds (Chief Executive Officer), Lindy Leyonhjelm (Executive Assistant), Rod Croft (Director Planning & Environment), Alex Green (Manager Technology & Digital Services), Christian Austin (Coordinator Technology & Digital Services), Stephen Fernando (Director Corporate Services), Jack Bond (Director Infrastructure), Sarah Ryan (Director Community & Economic Development), Sandra Gordon (Manager Governance & Risk) via Teams

1 OPENING MEETING

The Mayor held a short appropriate prayer.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor opened the meeting with an Acknowledgement of Country.

3 APOLOGIES & APPLICATIONS FOR A LEAVE OF ABSENCE**3 LEAVE OF ABSENCE/APOLOGIES****RESOLUTION 010723**

Moved: Cr Thomas Weyrich

Seconded: Cr Nikki Cohen

That the apology tendered on behalf of Cr Ann Crowe, Cr Geoff Wise and Cr Chris Bilkey be received and accepted; and that leave of absence from the meeting be granted.

CARRIED**4 CONFIRMATION OF MINUTES****4.1 CONFIRMATION OF MINUTES - ORDINARY MEETING HELD ON 27 JUNE 2023 OF MURRAY RIVER COUNCIL****RESOLUTION 020723**

Moved: Cr Neil Gorey

Seconded: Cr Kron Nicholas

1. That the minutes of the Extra Ordinary Meeting of Murray River Council held on 27 June 2023 be confirmed as a true and correct record.

Minutes have been adjusted to show that Cr Crowe was not present at the meeting held 27 June 2023

CARRIED

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes**25 July 2023**

Questions without notice arising from minutes of previous meeting/s

NIL

5 DISCLOSURES OF INTERESTS

There were no conflict of interests declarations received from Councillors or staff on any matter within the meeting.

6 DEPUTATIONS

At this stage of the meeting, being 1:06pm, Mr Philip Crowe completed a deputation in relation to Item 11.3 - DA10.2013.90.1 ELEVATED DWELLING HOUSE in Confidential Matters.

ACCEPTANCE OF DEPUTATION**RESOLUTION 030723**

Moved: Cr Thomas Weyrich

Seconded: Cr Dennis Gleeson

That Council accept the deputation Mr Philip Crowe completed in relation to Item 11.3 - DA10.2013.90.1 ELEVATED DWELLING HOUSE in Confidential Matters..

CARRIED**7 MAYORAL MINUTE(S)**

Nil

8 REPORTS OF COMMITTEES

Nil

9 REPORTS TO COUNCIL**9.1 CHIEF EXECUTIVE OFFICERS REPORT AND SUPPLEMENTARY MATTERS****9.1.1 LGNSW ANNUAL CONFERENCE ATTENDEES AND MOTIONS TO BE SUBMITTED****RESOLUTION 040723**

Moved: Cr Thomas Weyrich

Seconded: Cr Neil Gorey

That Council:

1. Agree and confirm that the CEO, Mayor, and other Councillors attending the LGNSW Annual Conference being held 12 – 14 November 2023 at Rosehill Gardens Resort.
2. Confirm number and names of Councillors attending the conference to register attendees prior to 29 September 2023 to take advantage of the early bird special.
Attendees – Mr Terry Dodds, Cr Chris Bilkey, Cr Frank Crawley & Cr Thomas Weyrich
3. Council will agree and resolve the motions to be submitted to the LGNSW Annual conference at the 22 August 2023 Ordinary Meeting of Council.
4. Voting delegates to be confirmed for the Annual Conference and submitted by 17 October 2023

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MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

25 July 2023

CARRIED
Mr Terry Dodds to make note and request when submitting motions that the items submitted be allocated enough time to be discussed at the conference, which is the main reason the motions are submitted.
Potential motions for submission –
Cr Weyrich – Kangaroos
Cr Weyrich – Nuclear Energy

9.1.2 MONTHLY OPERATIONAL REPORT

<p>RESOLUTION 050723</p> <p>Moved: Cr Neil Gorey Seconded: Cr Nikki Cohen</p> <p>That the Monthly Operational Report as of June 2023 be received and the information noted by the Council.</p> <p style="text-align: right;">CARRIED</p>
Mr Rod Croft has taken on notice the availability of street scape photos for Barham.

9.1.3 RESOLUTIONS OF THE COUNCIL - RESOLUTION TRACKER & INFOCOUNCIL ACTION REPORTS

<p>RESOLUTION 060723</p> <p>Moved: Cr Nikki Cohen Seconded: Cr Kron Nicholas</p> <p>That the Council resolve to receive and note the status of previous resolutions of Council (in open and closed Council) contained in the Monthly Operation Report including the Resolution Tracker Reports.</p> <p style="text-align: right;">CARRIED</p>

9.2 DIRECTOR CORPORATE SERVICES REPORT AND SUPPLEMENTARY MATTERS**9.2.1 SALE OF LOT 3 DP 813704 - MATHOURA LINE ROAD, MOAMA**

<p>ITEM HAS BEEN WITHDRAWN FROM JULY MEETING AND WILL BE PRESENTED AT THE AUGUST 2023 MEETING OF COUNCIL INCLUDING THE LEASE INFORMATION AS PER RESOLUTION 200523 AT THE MAY 2023 MEETING OF COUNCIL.</p> <p>RECOMMENDATION</p> <p>That Murray River Council (Council) resolve to:</p> <ol style="list-style-type: none"> 1. sell the land identified as Lot 3, DP813704 (the Land) in its current condition through competitive Expression of Interest process with no special conditions attached, and

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes**25 July 2023**

2. authorise the appointment of Elders Rural Service (bearing Australian Company registration Number 72004045121) as the licensed real estate agent to undertake the sale of the said Land.

9.2.2 NSW RURAL FIRE SERVICE ASSETS RECOGNITION**RESOLUTION 070723**

Moved: Cr Neil Gorey
Seconded: Cr Thomas Weyrich

That Council resolve to:

1. continue to account for Council land and buildings assets used by the NSW Rural Fire Service in Council asset registers and financial statements, as the Council has care, control, and management of the buildings, and
2. not account for the NSW Rural Fire Service plant and equipment in the Council asset registers and financial statements, as the Council does not have care, control and management of the plant and equipment.

CARRIED**9.2.3 WARD BOUNDARIES REALIGNMENT FOR 2024 COUNCIL ELECTIONS****RESOLUTION 080723**

Moved: Cr Neil Gorey
Seconded: Cr Nikki Cohen

That Murray River Council resolve to adopt the proposed changes to the electoral ward boundaries and place the proposal on public display for comment and feedback.

CARRIED**9.2.4 RELATED PARTY DISCLOSURES POLICY - REVIEWED****RESOLUTION 090723**

Moved: Cr Neil Gorey
Seconded: Cr Nikki Cohen

Murray River Council resolve to:

1. adopt the Related Party Disclosures Policy V#2 (Policy) as presented and update the Policy Register accordingly, and
2. rescind previous version of the Policy.

CARRIED**9.2.5 LIQUIDITY REPORT AS AT 30 JUNE 2023****RESOLUTION 100723**

Moved: Cr Kron Nicholas

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Seconded: Cr Dennis Gleeson

That the Liquidity Report, incorporating Investments as of 30 June 2023, consisting of a Liquid Asset Position of \$57,042,586 which includes investments of \$48,865,234 be received and noted by Council.

CARRIED

9.3 DIRECTOR IINFRASTRUCTURE REPORT AND SUPPLEMENTARY MATTERS**9.3.1 CRITICAL COMMUNICATIONS ENHANCEMENT PROGRAM****RESOLUTION 110723**

Moved: Cr Nikki Cohen

Seconded: Cr Neil Gorey

That this report on the Critical Communications Enhancement Program be received and the information noted by the Council.

CARRIED

9.3.2 JOINT MURRAY RIVER COUNCIL & EDWARD RIVER COUNCIL LOCAL EMERGENCY MANAGEMENT COMMITTEE**RESOLUTION 120723**

Moved: Cr Neil Gorey

Seconded: Cr Dennis Gleeson

That the DRAFT minutes of the Joint Murray River Council & Edward River Council Local Emergency Management Committee held on 8 June 2023 be received and the information noted by the Council.

CARRIED

9.4 DIRECTOR PLANNING AND ENVIRONMENT REPORT AND SUPPLEMENTARY MATTERS**9.4.1 MODEL CONTAMINATED LAND POLICY****RESOLUTION 130723**

Moved: Cr Neil Gorey

Seconded: Cr Nikki Cohen

That:

1. Council supports the amendments made to the RAMROC/REROC Model Contaminated Land Policy that as originally adopted by Council in June 2017.
2. Council approves the amended Model Contaminated Land Policy and authorises the policy to be placed on public exhibition for a period of 28-days.

CARRIED

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes**25 July 2023****9.4.2 DRAFT PESTICIDE USE NOTIFICATION PLAN - FOR APPROVAL AND CONSULTATION****RESOLUTION 140723**

Moved: Cr Neil Gorey
Seconded: Cr Dennis Gleeson

That Council review and approves the Draft Pesticide Use Notification Report to go out for the required 28-day public notification process.

CARRIED**9.5 DIRECTOR COMMUNITY AND ECONOMIC DEVELOPMENT REPORT AND SUPPLEMENTARY MATTERS**

Nil

9.6 CORRESPONDENCE REPORT**9.6.1 CORRESPONDENCE REPORT****RESOLUTION 150723**

Moved: Cr Nikki Cohen
Seconded: Cr Dennis Gleeson

That the Correspondence Report be received and the information noted by the Council.

CARRIED**RESOLUTION 160723**

Moved: Cr Thomas Weyrich
Seconded: Cr Nikki Cohen

Amended motion

In addition to the above motion:

That the Mayor Cr Chris Bilkey write to Helen Dalton MP in relation to lack of response and assistance to businesses that have not be covered by current flood financial assistance program.

CARRIED**9.7 SUNDRY DELEGATES REPORT****9.7.1 SUNDRY DELEGATES REPORT****RESOLUTION 170723**

Moved: Cr Dennis Gleeson
Seconded: Cr Nikki Cohen

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That the Sundry Delegates Report of the Mayor and Councillors for the period 27 June 2023 through to 24 July 2023 be received and the information noted by the Council; and reasonable out of pocket expenses be met by Council.

CARRIED**10 NOTICE OF MOTIONS/QUESTIONS WITH NOTICE**

Nil

11 CONFIDENTIAL MATTERS**RESOLUTION 180723**

Moved: Cr Dennis Gleeson
Seconded: Cr Nikki Cohen

That Council moves out of Open Council into Closed Council at 1:41pm.

CARRIED**RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

11.1 Sale of Land to Recover Unpaid Rates and Charges

This matter is considered to be confidential under Section 10A(2) - b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

11.2 Sale of Lot 3 DP 813704 - Mathoura Line Road, Moama

This matter is considered to be confidential under Section 10A(2) - c and d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

11.3 DA10.2013.90.1 ELEVATED DWELLING HOUSE

This matter is considered to be confidential under Section 10A(2) - g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes**25 July 2023****RESOLUTION 190723**

Moved: Cr Thomas Weyrich

Seconded: Cr Nikki Cohen

That Council moves out of Closed Council into Open Council at 2pm.

CARRIED**RESOLUTION 200723**

Moved: Cr Nikki Cohen

Seconded: Cr Neil Gorey

That Council brings forward the resolutions from Closed Council into Open Council and these be read aloud.

CARRIED**11.1 SALE OF LAND TO RECOVER UNPAID RATES AND CHARGES****RESOLUTION 210723**

Moved: Cr Nikki Cohen

Seconded: Cr Kron Nicholas

Murray River Council resolve to:

1. authorise, pursuant to Section 713 of the Local Government Act 1993 (Act), the Chief Executive Officer, or their delegate, to commence the process of initiating legal proceedings to recover overdue rates, annual charges, interest on overdue balances, and costs related to recovery actions, including where necessary, as a last resort, the sale of the land against which the overdue amounts have been charged, and
2. require a follow-up report be provided to Council with a final recommendation of properties to be sold for the recovery of overdue amounts, such report to include a timeline for said sale process and the date on which the auctions are to occur.

CARRIED**11.2 SALE OF LOT 3 DP 813704 - MATHOURA LINE ROAD, MOAMA****RECOMMENDATION****ITEM HAS BEEN WITHDRAWN FROM THE JULY MEETING AND WILL BE PRESENTED AT THE AUGUST 2023 MEETING OF COUNCIL, INCLUDING THE LEASE INFORMATION AS PER RESOLUTION 200523 AT THE MAY 2023 MEETING OF COUNCIL.****11.3 DA10.2013.90.1 ELEVATED DWELLING HOUSE****RESOLUTION 220723**

Moved: Cr Neil Gorey

Seconded: Cr Dennis Gleeson

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25 July 2023

1. The officers report be received and noted by Council.
 2. Development Application 10.2013.90.1 (DA 090/13) for the construction of a dwelling house on Lots 20 and 21 DP 262658, Chanter Street, Moama, be refused development consent due to the following reasons:
 - a) The application is inconsistent with Section 7.4 'Development on river front areas' of the Murray Local Environmental Plan (LEP) 2011, as the dwelling house is proposed to be setback less than the required 100m from the top of the bank of the Murray River.
 - b) The proposal is inconsistent with the flood hazard applicable to the subject land. As a consequence the application:
 - is inconsistent with Section 5.21(3) of the Murray LEP 2011 resulting in the development not satisfying Section 4.15(1)(a)(i) of the Act;
 - does not provide sufficient justification to adequately address Section 4.15(1)(c) of the Act as to the suitability of the site for the development;
 - is inconsistent with Chapter 6 Strategic Land Use Plan of the Murray Development Control Plan (DCP) 2012 which outlines 'No urban or intensification of development on land not protected by town flood levee'; and
 - is inconsistent with the objectives of the Murray Development Control Plan 2012 (Murray DCP 2012) Chapter 11 - Flood Prone Land and in particular Table 1. The resulting non-compliance results in the development not satisfying Section 4.15(3A) of the Act.
 - c) The application is inconsistent with Chapter 5 River Murray lands of the State Environmental Planning Policy (Biodiversity and Conservation) 2021.
- CARRIED**
- In Favour: Crs Nikki Cohen, Neil Gorey, Thomas Weyrich, Frank Crawley, Kron Nicholas and Dennis Gleeson
- Against: Nil
- CARRIED 6/0**

12 CONCLUSION OF MEETING

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 2:05pm.

The next Ordinary Meeting of Murray River Council will be held on Tuesday 22 August 2023, commencing at 1pm, in Mathoura Visitor & Business Centre, Multi-function room, 23 Moama Street, Mathoura NSW 2710.

THESE MINUTES ARE SIGNED AS A TRUE AND ACCURATE RECORD OF THE PROCEEDINGS OF THE ORDINARY MEETING OF THE MURRAY RIVER COUNCIL HELD ON 25 JULY 2023, IN ACCORDANCE WITH A RESOLUTION OF THE COUNCIL ON 22 AUGUST 2023.

.....
MAYOR

.....
CEO

Questions without notice arising from minutes of previous meeting:

5 DISCLOSURES OF INTERESTS

6 DEPUTATIONS

7 MAYORAL MINUTE(S)

7.1 MAYORAL MINUTE - VICTORIAN GOVERNMENT GAS BAN

File Number: -

Author: Rod Croft, Director Planning & Environment

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That:

1. Council notes the information outlined in this report in relation to the Victorian Government moving to ban gas connections in homes and government building as of 1 January 2024.
2. Council authorises the CEO and/or his delegate to seek clarity and reassurance for the relevant Victorian Minister on the continued gas supply to Murray River Council townships from Victoria.

CONTEXT

On Friday 28th July 2023, the Victorian Government announced that as of 1st January 2024, the state would be banning gas connections in homes and government buildings. This would mean any new homes from the date of the ban would not be allowed to install gas appliances or heating systems.

The ban on gas connections in Victoria is part of the Victorian State Governments policy in reaching net-zero emission target by 2045.

It is noted that this ban only affects new home connections, and not existing homes.

The NSW Premier Chris Minns has publicly stated that NSW has no plans to change their energy policy to follow the Victorian State governments lead in banning gas connections in homes and government buildings.

KEY ISSUES

Murray River Council has several of our communities that rely on the gas supply network from Victoria to service residential estates, our commercial and industrial sector. Therefore, the following concerns need to be raised with the State Government:

1. Assurance and security around ongoing gas supply into our NSW townships on the Vic/NSW border for residential, commercial and industrial land uses now and in future;
2. Any associated issues with maintaining upgrades or replacement of the network and associated infrastructure due to increased reliance on the gas network from the NSW side.
3. Any impacts to the supply of gas to NSW townships that rely on the gas supply being accessed from Victoria and;
4. Clarity on whether this is part of a staged approach to address the issue from a Victorian perspective. i.e. will the gas ban be extended to new commercial, retail and industrial premises in future which could have a significant impact of attracting investment into our region (both Vic and NSW sides of the border).

Council officers note that there could be both positive and negative consequences for our Council area which include:

- Residential estates in NSW will continue to have access to natural gas for new house builds where this service is available, this could be seen as a selling point for cross-border NSW residential estates, additional to raw water supply.
- Product servicing and availability of gas appliances from Victorian suppliers could be reduced or impacted and;
- Townships already subject to brown outs or power supply may be further impacted with an increase of power supply demand due to the unavailability of gas in high residential growth areas.

CONCLUSION

The security of the gas supply to our Murray River Council townships is critical for function of our community and business for heating and gas appliances. It is important that Murray River Council seeks clarity around the impact on our townships given our reliance on the Victorian gas network, to account for any issues associated with the move by the Victorian State Government.

ATTACHMENTS

Nil

8 REPORTS OF COMMITTEES

Nil

9 REPORTS TO COUNCIL

9.1 CHIEF EXECUTIVE OFFICERS REPORT AND SUPPLEMENTARY MATTERS

9.1.1 MOTIONS TO BE SUBMITTED FOR LGNSW ANNUAL CONFERENCE

File Number: -

Author: Lindy Leyonhjelm, Executive Assistant

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That Council:

1. Review the recommended motions to be submitted to the Local Government NSW (LGNSW) Annual Conference, and;
2. Agree on the motions that are to be submitted to be included in the papers for the LGNSW Annual Conference that assists and advocates for Murray River Council and the state of NSW.

BACKGROUND

The LGNSW Annual Conference is being held 12-14 November 2023 at Rosehill Gardens Racecourse, Rosehill. At the 25 July 2023 Ordinary Meeting of Council, it was resolved to have three (3) Council delegates attend the conference along with the CEO, Mr Terry Dodds.

Motions are to be submitted by Friday 15 September for the business papers to allow for their preparation. Mr Terry Dodds will request that the motions submitted by discussed and heard at the conference to avoid the motions being delayed as per previous years.

The motions for review are attached in this document and Councillors are required to agree upon the best motions and wording to be submitted via the portal by September 15, 2023.

DISCUSSION

Motions to review are:

- Land Banking
- Local planning decision-making for land rezoning
- Kangaroos
- Nuclear energy

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

2.8 - Achieve community driven results through collaboration and engagement (community and stakeholders) - Community and Council collaboration.

BUDGETARY IMPLICATIONS

Advocacy costs for each of the motions, if not addressed, the long term costs associated with each motion is considerable.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS**RISK ANALYSIS**

- **What can happen?**
Motions are not resolved or submitted on behalf of MRC
- **How can it happen?**
Not agreeing to the issues MRC want to advocate during conference
- **What are the consequences of the event happening?**
MRC missed opportunity to advocate through LGNSW
- **What is the likelihood of the event happening?**
Unlikely
- **Adequacy of existing controls?**
Adequate
- **Treatment options to mitigate the risk?**
Action steps being put into place to agree upon motions for submission

CONCLUSION

For consideration of council. [Type here](#)

ATTACHMENTS

1. **Land Banking**  
2. **Local planning decision making for land rezoning**  
3. **Kangaroo management**  
4. **Nuclear Energy**  

Murray River Council**Residential Land Banking**

1. That Local Government NSW call on the NSW government to resolve the land banking issues associated residential land by seeking a legal pathway by any means possible to unlock housing in NSW regional areas.

Notes from Council

Australia is currently facing a housing affordability and availability crisis, noting that the migration of city residents to regional NSW is adding additional pressure on Councils for the provision of adequate supply of residential land products.

Murray River Council are investigating a legal pathway for disincentivise land banking (Speculators) for holding on to land for longer than a 5-year period (post-rezoning) for residential subdivisions. Currently there is a gap between once the land is rezoned to when the first Development Application is lodged by the developer for subdivision.

So far, we have tested the waters through a “plausibility” legal check process which came back as positive. What we are considering is applying a “lot yield” rates scheme to a sub-category of “farmland” under the *Local Government Act 1993*. This type of process and intent is already done in QLD and VIC (to some extent) via their local governments having an authorising environment to set their own rate categories and how its applied (national precedent) to incentivise or disincentivise developers that are land banking.

The next level of detail for this consideration to unpack and determine the practical application and identify steps that would be required by Council to put this in place. This will be a short to medium term option that would address land banking land that is rated as farmland however, zoned as residential land that is not activated for a period of 5 years that the land is rezoned (gazetted). There are a couple of additional items that we are covering off to ensure that the head work infrastructure is carried out prior to this 5-year expiry, which is an additional element to lessen the likelihood of the land remaining stagnant (developer needing the return on their investment).

The benefits of a ‘lot-yield scheme’ being implemented include:

- This could assist in the affordable housing market by unlocking dormant land and flow on benefits.
- Speculators time to make a profit on increasing land value is no longer open ended so therefore the land is activated earlier to ensure housing continues at a faster pace.
- The pressure is taken off Councils at the whim of developers demanding rezonings, as the financial disincentive to hold onto the land longer than 5 years will mean there is too much outlay by developers to not proceed within that timeframe.
- Councils will be able to strategically plan more efficiently for actual required infrastructure, and development coming online.
- Low risk to Council or NSW government other than local political resistance from current land speculators
- Rates caps would not be impacted would mean that land under the scenario of a “lot yield” scheme would ultimately pay more rates, therefore other rate payers would pay less (but a matter of a few less dollars across the other ratepayer).

- Housing targets could be met sooner by activation of land banked land and supports the “unblocking houses program”, part of the NSW Government’s \$2.8 billion 2022 Housing Package.

Speaking Points

1. Murray River Council and a lot of other NSW Regional Councils have a number of suitably zoned residential land awaiting to be activated. Many Councils would experience the push or squeaky wheels from various developers in order to have their farmland rezoned residential to raise the value of their land for profit. The housing crisis has put a spotlight on innovative ways to release more residential land onto the market.
2. If the landowner is not an active developer, what generally happens is one of two things;
 - a. The landowner has no intention of developing the land until the profit margin or financial need is triggered or
 - b. A developer buys the already zoned land off the speculator to develop and on sell at a premium.
3. There could be in the order of 30,000 blocks of land that could be activated if the legal pathway to apply a “lot-yield” rate scheme is supported regionally.
4. The “lot-yield” scheme that our council is investigating has merit and legal backing at this stage to be implemented and enforceable under the *Local Government Act 1993*.
5. I urge all Councils to support Murray River Councils initiative and be part of process of resolving a long-standing issue that will benefit every regional council to meet the NSW government’s Housing 2042 agenda.

Murray River Council**Local Planning Decision-Making**

1. That the NSW Government review the planning project from 2019 completed by the Department of Planning and Environment (DPE) where the outcomes were documented to reduce referral agencies in decision-making and allow Councils to approve land rezoning applications.

Notes from Council

Australia is currently facing a housing affordability and availability crisis, noting that the migration of city residents to regional NSW is adding additional pressure on Councils for the provision of adequate supply of residential land products.

As NSW's population continues to grow and migrate to regional areas, it is imperative that we have robust planning systems in place to accommodate this growth. Yet, the current standardisation of processes in the NSW planning system is resulting in a city-centric approach that is leaving regional councils feeling frustrated, unsupported and is resulting in stagnated housing outcomes.

Processes and systems in the NSW planning system for land rezoning, have become significant challenges for regional areas, where concurrent approval from the DPE has created time delays in residential rezonings for logical expansion of regional townships. The majority of these logical rezonings are occurring on:

- Low hazard areas from flooding/bushfire
- Previously been farmland holdings where the land has already been identified for residential development linking to existing residential estates and trunk infrastructure.
- Infill development sites that have been identified for residential development strategically for 20+ years.
- Greenfield areas in flat regional areas.

While efficiencies and cost saving measures at a top-level are important, they should not come at the expense of progressive and sustainable development locally. We need a more bespoke approach that considers the unique needs and characteristics of each region, rather than relying on generic check-list exercises applied uniformly at the state level. This would unlock development potential to meeting the NSW Governments aggressive housing agenda, without necessarily adding any risk if the land has been through a community process and featured/supported in a Council Local Housing Strategy.

Speaking Points

1. Murray River Council and a lot of other NSW Regional Councils have a number of suitably unzoned residential land awaiting to be activated. Many Councils would experience the push or squeaky wheels from various developers to have their farmland rezoned to residential where the land is not profitable to remain as farmland and is adjoining existing residential land estates.
2. Currently, any land rezonings are required to be referred to DPE for concurrence approval, even though past strategies (some already DPE approved) and the local housing strategy have already identified this land for future residential development.

3. A gateway determination for land rezoning can take up to 12 months to get through the process with DPE applying a 'detailed Lense' to their assessment, which would usually be done by Council at the Subdivision DA stage of the process.
4. Council believes that DPE are adding very little value to the process for straight forward expansions of residential areas in identified growth corridors, where Councils are responsible for most of the risks associated with land development, which is unduly delaying land being rezoned for up to a further 12 months.
5. I urge all Councils to support Murray River Councils request to resolving a long-standing issue that will benefit every regional council and meet the NSW government's Housing 2042 agenda and provide Councils with rezoning powers.

Murray River Council Kangaroo management

That Local Government NSW lobbies the NSW Government to effectively manage the issue of kangaroo numbers generally migrating to areas near water and road networks that create significant hazards to road users in rural NSW, particularly in areas where communities interface with National Parks.

Note from Council

Kangaroos are recognised as a valued natural icon of Australia and the landscapes in which people of the Murray Region (of which the Murray River Council local government area is a part of) build their lifestyles and livelihoods. Landscape changes in the Murray Region over the past two centuries have resulted in a higher proportion of grassland-type areas (including pastures and crops), higher levels of productivity within these areas, and greater availability of open water. Changes to the protection status of native species and the reduction of natural predators have removed pressures that previously held kangaroo population numbers down. All of these changes have supported higher base-level population numbers of kangaroos, which further increase during periods of high rainfall or when significant environmental water flows occur inside natural forests.

When in excessive numbers, kangaroos impact on agricultural productivity and natural areas and due to their nocturnal nature, create road hazards for road users (generally on rural roads and highways) from dusk until dawn. In recent years, there has been an increase in kangaroo numbers apparent on both private and public land within the Murray River Council and surrounding area due to the very poor seasons. The large numbers of kangaroos evident on roads and public land raises the issue of the safety of road users and the boarder community, especially when there is evidence of human fatalities on country roads due to impacts with kangaroos.

It also raises welfare concerns for the animals when there is the potential for injured kangaroos being left to suffer after being hit by vehicles. As a native animal, kangaroos are protected under the Biodiversity Conservation Act 2016 (NSW) and Environment Protection and Biodiversity Conservation Act 1999 (Commonwealth). The Department of Planning, Industry and Environment is responsible for kangaroo management in NSW and conducts regular monitoring of kangaroo population levels across the state, regulates the kangaroo commercial harvest industry and issues permits for non-commercial culling of animals in circumstances where numbers are high. The concern of increasing kangaroo numbers (current population estimate is ~17M across NSW) and the associated danger to people and property is an issue affecting a number of regions across rural NSW. As such, it is considered that this is an issue that LGNSW could and should advocate for on behalf of local government areas and their communities.

Murray River Council Nuclear Energy LGNSW Motion

That Council calls on Local Government NSW (LGNSW Conference Agenda) to seek that the Federal Government remove any impediments that prevent investigating nuclear energy as a viable option, with particular focus on Small Modular Reactors.

Note from Council

There has been much debate about the pros and cons of nuclear energy. Until recently the argument against nuclear energy may have been quite sound, largely driven by the enormous risk factors due to the scale required. Additionally, much of the angst has always been about managing nuclear waste.

Australia has adopted a policy to drive the use of renewable energy, which is commendable and will significantly reduce gas emissions.

But the risk doesn't stop with the adoption of a renewable energy policy. The scale required, the storage technology that doesn't exist yet (with its own environmental drawbacks), reliability of supply, and timelines to implement, remain a huge challenge.

This paper doesn't herald that the current Australian policy of restriction on nuclear energy change. What this paper serves to achieve is to advocate that the government investigate emerging technologies – with an open mind - which may (or may not) remove the risks associated with nuclear power, as follows:

- 1. Huge scale has been associated with huge risk and catastrophe in the past.**
- 2. Reliance on human operation**
- 3. Management of waste**
- 4. Location and therefore transmission loss**
- 5. Enormous cost**

Nor does this paper suggest that the author professes to know about the benefits and pitfalls related to contemporary nuclear energy plants. This paper is to highlight, that with very little research, there are alternatives currently being implemented in (at least) the United States, which at present, our policy prohibits.

1. *Scale.* (United States.) The first small modular reactor (SMR) design has been approved for certification by the US Nuclear Regulatory Commission (NRC). NuScale's tidy reactor design promises safe, clean energy at radically reduced cost, land use and installation time.

The NRC released news in July 2022 that its staff have been directed to make a final rule certifying the NuScale reactor design for use in the United States. This is just the seventh design approved by the NRC since it was established in 1974, and the first of a coming wave of technologies designed to make nuclear power cheaper, easier, and safer to implement.

The keys to this small modular reactor's advantages lie in its small size and modularity. Rather than having to build each reactor on site, custom designed for the location, NuScale can mass-manufacture its light water reactor modules in a factory and then ship them worldwide for a relatively quick and painless installation.

2. *Reliance on Human Intervention.* Like most other generation IV nuclear designs, the NuScale plant is designed to shut itself down safely in an emergency without any operator input or power requirements. The feedwater and steam exit valves will close in the event of an emergency situation, and a secondary set of valves will open to depressurize steam from the reactor core into the containment vessel surrounding the reactor. As this steam

condenses, it'll be taken back into the core and circulated through this process again. NuScale says this'll put the plant in a stable, safe shutdown, and that if anything goes catastrophically wrong, the giant water tank housing the reactor modules, with its concrete roof, provides a final line of defence designed to be earthquake-proof and impermeable to aircraft impacts.

3. *Waste Management.* Gérard Mourou has already won a Nobel Prize for his work with fast laser pulses. Physicist Gérard Mourou mentioned in his wide-ranging Nobel acceptance speech that lasers could cut the lifespan of nuclear waste from a million years to 30 minutes.

Mourou was the co-recipient of his Nobel Prize with Donna Strickland for their development of Chirped Pulse Amplification (CPA) at the University of Rochester. In his speech, he referred to his 'passion for extreme light.' CPA produces high-intensity, super-short optical pulses that pack a tremendous amount of power. Mourou's and Strickland's goal was to develop a means of making highly accurate cuts useful in medical and industrial settings.

It turns out CPA has another benefit, too, that's just as important. Its attosecond pulses are so quick that they shine a light on otherwise non-observable, ultra-fast events such as those inside individual atoms and in chemical reactions. This capability is what Mourou hopes give CPA a chance of neutralizing nuclear waste, and he's actively working out a way to make this happen in conjunction with Toshiki Tajima of UC Irvine.

4. *Transmission Losses.* The plant's passive safety measures and tiny ground footprint compared with current nuclear plants make it possible – in the company's opinion, anyway – to put these plants much closer to where the energy's used, cutting down on transmission costs and losses.

5. *Cost.* Each roughly cylindrical module stands around 65 ft (20 m) high, with a 9-foot (2.7-m) diameter and produces 77 megawatts by pushing steam out through a turbine. A given power plant could run anywhere between four and 12 of these modules, submerged in a water tank, so an overall power station will be good for between 308 and 924 MW. Nuclear will be a key baseline generator for renewables-based power grids in many areas, and NuScale says its mass production capabilities will make it cost-competitive even with some fossil-fuelled options.

The Future.

The future appears to be heading in the micro-generation direction, versus the macro level power generation we've adopted since post WWII. In 2020 the International Atomic Energy Agency published an update of its Small Modular Reactors book, 'Advances in Small Modular Reactor Technology Developments', with contributions from developers covering over 70 designs.

Whilst it is easily concluded that a great many may fail to gain approvals, it would be beneficial for governments to maintain a close watch, as countries that can produce cheap power without carbon emissions will become more competitive than those who have a closed mind.

This has been, and still is a very emotive subject in Australia. This report seeks to ensure the Federal Government adopts a much more open and objective approach when assessing potential energy generation alternatives.

The risk to council revolves around those passionately against nuclear energy **deliberately misinterpreting the rationale underpinning the report** and attacking council.

References

[World Nuclear Association](#) – Information on Small Modular Reactors

[Freethink*](#) - Fast Laser Pulses

9.1.2 COUNCIL OPERATIONS SHUTDOWN - CHRISTMAS 2023 / NEW YEAR 2024 PERIOD

File Number: -

Author: Lindy Leyonhjelm, Executive Assistant

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That the Council notes the action of the Chief Executive Officer in making appropriate arrangements for Council's operational shutdown over the Christmas 2023/New Year 2024 period, to the public, from close of business on Wednesday 20 December 2023 to business open on Tuesday 2 January 2024 inclusive. Staff will be attending a Council wide Christmas function on Thursday 21 December and shutdown will commence as of close of business that day.

BACKGROUND

It is the general practice of Council to close its operations (offices and depots) over the Christmas/New Year period every year. Appropriate staffing arrangements are put in place to cater for Council's emergency and ongoing services during the period.

DISCUSSION

In consultation with Council's Executive Leadership team (ELT) and representative of the Consultative Committee, arrangements have been made for Murray River Council's Offices and Depots in Barham, Mathoura, Moama and Moulamein to close for the Christmas 2023/New Year 2024 period from close of business on Wednesday 20 December 2023 (to the public) and reopen on Tuesday 2 January 2024 at normal business hours. Staff will be attending a Council wide Christmas function on Thursday 21 December. Those staff who do not wish to attend will be required to take leave for that day.

Appropriate staffing arrangements will be made to cater for Council's emergency and ongoing services during this period. It should also be noted that the banking facilities will be open in Mathoura and Moulamein for a minimum of two (2) days during the shutdown period to cater for businesses to complete their banking requirements.

The discussion regarding the closure prior to Christmas is to facilitate additional leave arrangements for all staff and families. It is hoped that the additional leave time provided at this time of year will encourage relaxation with families and include travelling time to arrive safely.

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

2.10 - Achieve community driven results through collaboration and engagement (community and stakeholders) - Community Engagement Tools.

BUDGETARY IMPLICATIONS

Staff leave entitlements over this period are factored into Council's budget.

POLICY IMPLICATIONS

Murray River Council Leave Policy (POL501).

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

Local Government (State) Award 2020.

RISK ANALYSIS

- **What can happen?**
Nil.
- **How can it happen?**
Nil.
- **What are the consequences of the event happening?**
Nil.
- **What is the likelihood of the event happening?**
Nil.
- **Adequacy of existing controls?**
Nil.
- **Treatment options to mitigate the risk?**
Nil.

CONCLUSION

Arrangements will be made for Murray River Council's Offices and Depots in Barham, Mathoura, Moama and Moulamein to close for the Christmas 2023/New Year 2024 period from close of business on Wednesday 20 December 2023 (to the public) and reopen on Tuesday 2 January 2024 at normal business hours. Staff will commence their leave as of close of business Thursday 21 December 2023.

ATTACHMENTS

Nil

9.1.3 SETTING THE DATES, TIMES AND PLACES FOR THE ORDINARY COUNCIL MEETINGS INCLUDING OCTOBER 2023 THROUGH TO AND INCLUDING SEPTEMBER 2024

File Number: -

Author: Lindy Leyonhjelm, Executive Assistant

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That Council:

- a. set the Ordinary Meetings of the Murray River Council dates for the months of October 2023 through to and including September 2024, with the date of 26 September 2023 having been set the August 2022 meeting.
- b. make allowances for a minimum of two (2) Ordinary Meetings of Council to be held at other sites within Murray River Council LGA.
- c. consider public holidays that may affect the schedule of meetings when setting the dates for each meeting.

BACKGROUND

In accordance with Section 365 of the *Local Government Act 1993* (the 'Act'), Councils are required to meet at least ten (10) times each year, each time in a different month.

Council's Code of Meeting Practice (POL101), Clause 5.1, states: "*The council shall, by resolution, set the frequency, time, date and place of its ordinary meetings.*"

At the Ordinary Meeting of Council of August 2022, the Council resolved as follows:

9.1.2 Setting the dates, times and places for the Ordinary Council meetings including October 2022 through to and including September 2023**RESOLUTION 010822**

Moved: Cr Neil Gorey

Seconded: Cr Ann Crowe

1. That the Ordinary Meetings of the Murray River Council be set for the months of October 2022 through to and including September 2023, having declared 27 September 2022 as an existing meeting.
2. That Council make allowances for a minimum of two (2) Ordinary Meetings of Council to be held at other sites within Murray River Council LGA.
3. The Council take into consideration the Christmas Shutdown period and the Australia Day celebrations within the Murray River Council LGA and plan dates around these commitments.

Agreement to hold meetings on the **fourth Tuesday** of each month, commencing at **1pm** – with the exception of the dates below:

18 October

13 December

18 April

3 meetings to held outside of Moama Administration Office – Mathoura, Moulamein and Barham.

22 Nov 2022 – Moulamein

28 March 2023 – Barham

25 July 2023 - Mathoura

CARRIED

Due to the distance staff members are required to travel from Moulamein and Barham to Moama after hours, it is suggested that if Council meetings are being held at those sites be held during the daylight savings months. This ensures it is still light when staff are travelling to Moama following the Council meeting completion and pack up of items used during the meeting.

DISCUSSION

Due to the need for planning, setting the Council meeting dates, times and places at the 22 August 2023 meeting will allow for our community members and Councillors to organise their ongoing commitments around the dates of each Council meeting.

Assuming that Council resolves to hold the Council meetings on the Fourth (4th) Tuesday of each month, the dates are outlined below with the exception of public holidays that need to be addressed for December 2023.

Day	Month	Reasons for not being 4 th Tuesday of month	Suggested meeting place
2023			
Tuesday	October 24	Nil	Moama
Tuesday	November 28	Nil (please note the LGNSW Annual conference is being held 12-14 Nov)	Moulamein
Tuesday	December 12	Christmas shutdown 21 Dec – history shows holding the Dec meeting on the 2 nd Tuesday of the month allows for resolutions to be enacted upon before closure of Council	Moama
2024			
Tuesday	January 23	Australia Day 26 Jan	Moama
Tuesday	February 27	Nil	Barham
Tuesday	March 26	Please note – Good Friday March 29	Moama
Tuesday	April 23	Please note – Anzac Day April 25	Moama
Tuesday	May 28	Nil	Mathoura
Tuesday	June 25	Please note – ALGA conference is generally held sometime in June, once dates are confirmed the date may need to be adjusted with a report to Council	Moama
Tuesday	July 23	Nil	Moama
Tuesday	August 27	Nil	Moama
Tuesday	September 24	Nil (New Council's first meeting after elections)	Moama

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

2.5 - Continue to be a trusted and ethical leader that leads by example - Leadership that is trusted, capable and collaborative.

BUDGETARY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Murray River Council Code of Meeting Practice (POL101).

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

Local Government (General) Regulations 2021.

RISK ANALYSIS

- **What can happen?**
Delay in organising dates, times and places of Ordinary Meetings of Council.
- **How can it happen?**
N/A
- **What are the consequences of the event happening?**
A further revision
- **What is the likelihood of the event happening?**
Unlikely
- **Adequacy of existing controls?**
N/A
- **Treatment options to mitigate the risk?**
N/A

CONCLUSION

That Council confirm the dates of future meetings dates, making allowances for two offsite meetings to be held at other sites across the Murray River Council LGA.

ATTACHMENTS

Nil

9.1.4 RESOLUTIONS OF THE COUNCIL - RESOLUTION TRACKER & INFOCOUNCIL ACTION REPORTS

File Number: -

Author: Lindy Leyonhjelm, Executive Assistant

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That the Council resolve to receive and note the status of previous resolutions of Council (in open and closed Council) contained in the Monthly Operation Report including the Resolution Tracker Reports.

BACKGROUND

All resolutions of Council in Open and Closed council, including completed actions within the previous 6 weeks, are now shown in the Monthly Operation Report under their relevant section and responsible person.

In November 2018, Council introduced a software program called InfoCouncil. Resolutions of the Council that require action/s after each Council Meeting are automatically generated in InfoCouncil to the relevant Council officer for their action and comment.

DISCUSSION

The **Resolution Tracker Open Report** and the **Resolution Tracker Closed Action Report** contain 'active' resolutions respectively from open and closed meetings of the Council held since November 2018 that require action by Council's officers. The **Resolution Tracker Completed Actions Report** shows all actions that have been completed in the previous 6 weeks.

Comments for the action are shown in the Monthly Operations Report under each division and allocated responsible person. Resolutions that are reported by Council's officers as complete will drop off the 'active' list.

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

2.6 - Provide clear, concise and consistent information that is easily accessible to our customers - Improve externally provided information and communication.

BUDGETARY IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Nil.

RISK ANALYSIS

- **What can happen?**

Council's officers do not action the resolutions of the Council.

- **How can it happen?**

Resolutions from Council Meetings not being recorded in a systematic fashion.

- **What are the consequences of the event happening?**

Actions, because of the resolutions of the Council, not being completed in a timely manner or at all.

- **What is the likelihood of the event happening?**

Low.

- **Adequacy of existing controls?**

Use of the report and minute system, InfoCouncil, which automatically forwards actions (as a result of the resolutions of the Council) from Council Meetings to the relevant Council officer (report writer) after the completion of the minutes of a Council Meeting. A report can then be generated on the status of incomplete/outstanding actions.

- **Treatment options to mitigate the risk?**

Due diligence undertaken by Council's officers (administration and report writers).

CONCLUSION

The Resolution Tracker and Action Reports are presented to Councillors for information in the Monthly Operation Report.

ATTACHMENTS

Nil

9.1.5 MONTHLY OPERATIONAL REPORT**File Number:** -**Author:** Courtney Dean, Coordinator Communications**Authoriser:** Terry Dodds, Chief Executive Officer**RECOMMENDATION**

That the Monthly Operational Report as of July 2023 be received and the information noted by the Council.

Below are summary points from several Business Unit reports. Please refer to the Monthly Operational Report for full details.

Works

- Maintenance grading is currently in full swing.
- The team are finalising the overall works program to be undertaken in the 23/24FY with some external funding still pending.
- Final phase of flood recovery works about to commence.
- Various maintenance works have been underway including maintenance grading, footpath and kerb replacements, table drain and culvert cleaning and clearing, etc.
- Upcoming works include Perricoota Road resheeting consultation and design, Bunnaloo Road, Speewa Road, Chester Street and Wakool Steet intersection, Deniliquin-Barham Road (pending external funding), Barmah Road (pending external funding), Kyalite Road (pending external funding), Thyra Road railway removal and various kerb, gutter and footpath renewals.
- Thank you to staff who have been taking extra responsibilities and putting their hand up to fill a higher role.

Plant, fleet and stores

- 5 'Requests for Quotes' requested in July for replacement assets, in line with 2023-24 Capital Replacement Plan. Quotes received for: 1) Water Truck for Mathoura 2) Grader for Barham 3) Pneumatic Roller for Mathoura 4) Road Reclaimer for Moulamein 5) Backhoe Loader for Moama/Mathoura. This will go to Council for approval.

Infrastructure

- This month we held '2022 operation flood review' meetings. Lessons learnt will be captured and a document is being prepared for future flood events.

Economic Development and Tourism

- Working with the Backroads Trail Committee to update brochure and organise a new episode on the Backroads Trail Podcast
- Distributing River Country visitor guide to local businesses to promote River Country.
- Promotion of upcoming events within River Country including the Darts Extravaganza, Barham Country Music Stampede and Rock N Roll Festivals, Murray Downs 35 Hole Ambrose and Moulamein Sheepdog Trials.
- Participation in discussions regarding the closing of the Echuca Visitor Information Centre; consider alternatives and solutions for promoting River Country.
- Assisted with the organisation for a proposed Motorcycle event to be held in Mathoura in November. After liaising with organisers of similar events, prepared an Events Plan for organisers and offered services to facilitate the marketing of the event.
- Filmed a segment with Sam Frost (The Bachelorette/ Home and Away) and her partner Jordie (Australian Survivor) for a new travel show on channel 7. They also covered their trip to Echuca Moama on their socials (1.6 million followers), on their Jordie & Sam's Rural Roadtrip podcast. Team spoke to Sam about Echuca- Moama and the importance of Tourism after the floods and reasons to visit Echuca- Moama, the segment was filmed for 'My Road to Adventure' airing on channel 7.
- The team currently have the following projects underway:
 - Development of Council's Economic Development Strategy
 - Development of Council's Arts and Culture Strategy

- Development of Council's Employment Lands Strategy
- Development of the River Country Silo Art Trail
- Council was given another nod of recognition by industry peers at the NSW Local Government Week Awards: Council took home Highly Commended for the RH Dougherty Awards 'Innovation in Special Events' category (for Moama Lights).

Waste and Compliance

- Moama Landfill cell 5 project is 98% complete. The leachate sump pipework requires the concrete headwall to be completed. However, waste is now being placed into the cell with a temporary leachate pump in place.
- Automated Depot project tender finalisation is nearing completion with civil company Civil & Earth awarded the earthworks portion of the tender, with a recommendation going to Council for the shed builder and a tender to be released for the fire services. Development Consent has not yet been obtained.
- An Emergency Management Plan was developed for the Moama Waste Management Facility and has now been 'tool-boxed' with staff.
- Mathoura Transfer Station site cleanup and resource recovery area hardstand area installation has been completed by a contractor. This will provide better all-weather access to residents across the site.
- Vehicle and personal GPS locators ordered for all Ranger Vehicles and staff to allow monitoring when working remotely and in isolation. To be integrated with afterhours call centre for monitoring 24/7. Operational procedure to be developed once installed.
- Developed a document for the customer service team to provide information about food safety requirements for fundraising and charity events. This document can also be provided to the event organiser and volunteers.
- Initiated a working group to develop a policy for mobile food vans who wish to trade on public land. It has been identified that there is currently no such document at Council and this has recently created a lot of frustration for local business owners who would like to operate within Murray River Council but do not have a clear direction of where they are allowed to trade.
- Above average rainfalls during winter have spurred vegetation growth throughout the LGA. Social media advice to landowners to commence during August requesting to reduce vegetation and maintain during spring and summer to mitigate the risk of fire hazard.
- The first quote has been obtained to conduct a site tidy up and spread crushed concrete around the Moulamein landfill site to provide all weather access.
- New truck liveries have been designed for a new fleet of trucks coming in from JR Richards to service the Murray River region. The Communications and Waste teams combined to present messages on the side of the trucks that were key messages taken from the kerbside composition audit that took place earlier in the year as part of the FOGO project.
- Council has officially written to Cleanaway to inform them that their services will no longer be required at Koraleigh and Goodnight Landfill/Transfer Stations. This is in line with the current agreement, they will leave site on 4 October 2023.
- Scores on Doors certificates for all eligible food business have now been printed and provided to businesses to proudly display. The program has recommenced in the current financial year.

Corporate Services / Business Intelligence

- TechOne Compliance Project kicked off which will see Planning & Building, Certificates (10.7s, 121zp, 735A, Sewer Diagrams), Approvals (trees, driveways, culverts), Permits & Licences (food business, skin business), Leases and Enforcements all move across to the TechOne system.
- The Technology One Property & Rating - revenue Module went live on 3 July 2023, after a one-year implementation project. The project was delivered on time with a marginal overrun of the budget, which is a significant achievement for a project of this nature. Based on a proposal presented by MRC and agreed to by the Vendor, the implementation adopted a methodology not adopted by the vendor before this. We believe that methodology helped reduce risk and resulted in a successful project delivery. Other modules will also be implemented using this methodology.

Development Services

- This month Council welcomed our new Development Services Business Unit Support Officer, Beck White into the role. Beck comes with a wealth of experience in administration and customer service.
- July was a big month for development Services as our recruitment drive hit an all-time high as we completed interviews for 5 roles within the section.

- During August, Council will welcome new starters being John Guilfoyle and Kellie Richmond as Parra Planners, Daniel Tayles as Local Government Approvals Officer and Nancy Johns and Sharon Steele as Administration Officers.
- Council received a Highly Commended award at the LGNSW Awards: 'LGNSW Planning Awards' (Development Services Restructure). Whilst the awards ceremony (3 August) was technically outside the scope of this July reporting period, here is a summary of the project:

Not unlike other NSW councils, Murray River Council has struggled to attract qualified town planning and building surveying staff due to the short supply of expertise and the high demand seen within the industry. This has not only put pressure on our ability to manage high-level strategic planning matters but has put large pressure on the processing times of the 550+ development applications submitted to council each year.

So, council looked to review the department structure as a first step to address the problem, with a focus on improved and increased administration functions to better support local approval processes and enquiries that had been tying up the certified staff from processing applications.

It was from here that the merger of the 'Building' and 'Planning' teams into one Development Services Team was inspired, and the new roles of a Local Approvals Officer and Parra Town Planners were born. These roles help manage more generalised approvals, like some section 68 applications, so that lower risk approvals are processed faster and our technical staff can then focus on the more complex approvals. The merger of the two teams also sought to reduced inconsistencies and promote communication by establishing common processes and procedures, as a lot of the approvals for housing is completed jointly between planners and building surveyors.

The changes have strengthened council's capacities and performance within the Development Services area and will help the organisation to better meet community expectations. The development services team is committed to continuing its momentum and monitoring its progress, identifying any barriers, and adjusting as needed.

Community Engagement

- Significant social media traffic and requests for further information about bridge lifts due to high river levels. Customer Service and Communications Teams worked together to increase communication to the community. This is a good example of customer requests being submitted via the *correct channels* (customer request form or 1300 087 004) and then the business being able to action/come up with a solution.
- Projects live on the Your Say page in July include: Meninya Street Upgrade, Housing Strategy, Koraleigh Raw Water Pipeline installation, Barham Water Pressure, Flood affected waste clean-up, Moama's New Play Space, Moama Preschool, Economic Development and Tourism Strategy, Draft Operational Plan and Budget 2023-24, River Country Art Trail.
- Continuing work on the 'Working towards a Sustainable MRC' project: overview video, Your Say page and frequently asked questions to be addressed prior to project launch.

Finance

- **2022/23 Financial Statements** – Work progresses on the year-end financial statements. Shell set of statements has been produced and now Finance staff are working through final reconciliations, however, there is a need to undertake a prior period adjustment for the 'Other Structures' revaluation for 2021/22 year. 'Other Structures' had missed assets identified recently and the revaluation needs to be re-applied as a 'Prior Period' adjustment due to the variance being material. A Year-end plan is used to manage the year end completion of work.
- **Rates notices for 2023/24 Year** – Notices were issued by the statutory date of 1st August 2023. Some ratepayers who are registered for e-notices as their delivery method have received their notices in the mail rather than by e-notices. This is currently being looked into as to why this occurred. Rates staff are also taking a lot of queries at the moment, including questions around the business stormwater charge. Queries are being responded to as quickly as possible, but it needs to be noted that the volume of queries seems to be higher when compared to the same time last year.
- **Technology One System** – Technology One System has gone live from 1 July 2023 for Property and Rating. The rating system still has some minor implementation that currently requires Finance to continue to dedicate staff resourcing to it, whilst managing day-to-day operations. This minor implementation was not critical for go-live, nor did it require external resources to be retained to work on them, but it still does require some continued staff resourcing from Finance to work on it into July/August 2023.
- **Internal reporting** – Finance staff continue to improve reporting options available from the Technology One system, with focus being placed on giving the Managers the ability to generate the reports themselves. An example of a current report under development is a Statement of Cashflow report that can be run anytime in Tech 1 as part of the end of month processing and reporting.

Parks, Gardens and Biosecurity

- Organised and delivered weeds training day for Forest NSW staff and MRC parks staff at Barham. Workshop included officer responsibilities, reporting potential weed sighting, weed ID training and reducing the spread of weeds further.
- *Replacement of Moama Soundshell Playground with all abilities play space*: Stage one currently being delivered by AV Builders. Project due for completion late August 2023 due to delays in equipment supply impacting on completion deadlines. Progress to date includes ground works, play equipment supplied and installed, and shelter and furniture installed. Still awaiting softfall installation, soft landscaping and play equipment certification and sign-off (external).
- *Barham Recreation Reserve Art & Tourism project viewing platform*: Project scoping and stakeholder engagement to commence late August.
- *Moulamein Lake Accessibility & Infrastructure upgrade*: Project scoping and stakeholder engagement to commence late August.
- Identified Prohibited Matter under the NSW Biosecurity Act. Weed identified as **Frogbit (*Limnobium laevigatum*)**. Reported to NSW DPI. Frogbit is an invasive aquatic weed threat to our waterways.
- Handover of Echuca Moama Bridge landscape works from TNSW to Council expected in early September. Potential impact on Operational Parks staff in Moama to deliver services in other areas with increased workload.

Property and Procurement

- Tenders recently closed and under review:
 - MRC2303 – Meninya Street Design Consultancy
 - MRC 2308 – Lease of Plant for Waste operations
 - MRC 2310 – River Country Art Trail
 - MRC 2312 – Purchase of Plant items
- Upcoming tenders include:
 - ICT panel of suppliers
 - Management of Pools

Water Services

- *Booster pump for filtered water in Barham*: Essential valves and fittings installed to network for connection of pump. Contractor engaged for construction of building required onsite.
- The Water Industry Operators Association of Australia (WIOA) in partnership with the Water Services Association of Australia (WSAA), are collaborating to offer the new initiative called *Australian Water Industry Operator Placement Program*. The aim of the Program is to provide selected operators with an opportunity for development outside of their direct employment. Gary Cootes from Tweed Shire Council has commenced placement with Murray River Council as part of the program.

People, WHS and Wellbeing

- **HR Module – TechOne-** Due to departure of HR Coordinator – reviewing the possibility of employing a contractor to complete HR TechOne requirements as a priority. Discussions held with Director of Corporate Services on the possibility of fast-tracking e-recruitment priority as well as automated staff increases. HR module to be placed on hold to concentrate on the implementation of e-recruitment.
- **Performance Reviews / ORP-** Performance Reviews have commenced for all Staff.
- **HR & WHS Strategic Plan -** WHS Strategic Plan is now completed. Manager- People has drafted the HR strategy. Currently under review and acceptance by HR team.
- **WHS Document/Systems Reviews-** Development of the WHS document, incident reporting and online induction web page/intranet – currently being trialled and tested. Development of electronic pre-starts, risk assessments for phones and iPad.

Customer Service

- TechOne Property, Rating and ECR was successfully rolled out in July. Whilst some minor issues were experienced the overall roll out went well and can be credited to the training provided to the team and input from team members for adjustments prior to the release. The Customer Service team embraced the system implementation in a positive manner which made for a smooth transition. This month the Customer Service team all showed the X factor during the transition to the new TechOne system.
- Reduced staffing levels in the Customer Service team have presented challenges over the past month with both the Coordinator and the Manager working on counter to assist the team. One of our team was the successful applicant for a role in Development Services which is a great opportunity for her but will impact our team significantly. Our trainee resigned earlier in the month which impacted the Barham office and staff from Moama and Moulamein have been travelling to assist. This presents an opportunity for the team to build on face-to-face connections in the community as

well as learn the challenges facing that area. We are recruiting to provide additional counter and phone support across the LGA.

ATTACHMENTS

1. **Monthly Operational Report - July 2023 (under separate cover)** 

9.2 DIRECTOR CORPORATE SERVICES REPORT AND SUPPLEMENTARY MATTERS

9.2.1 SALE OF LOT 3 DP 813704 - MATHOURA LINE ROAD, MOAMA

File Number: -

Author: Peter Beaumont, Manager Procurement, Contracts & Leases

Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

That Murray River Council (Council) resolve to:

1. sell the land identified as Lot 3, DP813704 (the Land) in its current condition through competitive Expression of Interest process with no special conditions attached, and
2. authorise the appointment of Elders Rural Service (bearing Australian Company registration Number 72004045121) as the licensed real estate agent to undertake the sale of the said Land.

BACKGROUND

Council at its meeting held on 23 May 2023 considered a report on options for the future of the land parcel Lot 3, DP813704 - Mathoura Line Road, Moama (the Land). This parcel is referred to in the state government register as Centre Road, Moama.

At this meeting Council resolved sell the Land, in its entirety and in its current condition, and required the Chief Executive Officer (CEO) to present a firm proposal to Council containing the following information:

- a. *a recommendation on whether to sell or lease the land, and if the recommendation is to lease, the recommended period for the lease, and*
- b. *the sales or lease proceeds that can be expected based on the valuation undertaken, and*
- c. *any conditions to be attached to the sale or lease of the said land, and*
- d. *identification of the most desirable approach to market, from the approaches identified herein, and*
- e. *the need for any sales intermediaries (e.g., auctioneer, real estate broker), and if so, recommendations for such intermediaries.*

This report is being present in order to satisfy the above requirements prior to undertaking the sale of the Land.

DISCUSSION

The purpose of this report is to provide information to the open Council meeting regarding the recommendation to sell the land described as lot 3 DP 813704 Line Road, Moama through an open market process.

Details of the estimated sale price have been excluded from the report to ensure the highest possible return for Council.

Council considered this matter at its meeting held on 23 May 2023.

Sell or Lease

Council undertook an initial assessment of the financial impacts of the sell v lease, by comparing the estimate sales value of the land with the likely lease income. As the figures are commercially sensitive, they have been included in the corresponding report in the confidential section of the agenda. In addition to the financial comparison, the following factors were considered in the decision.

- The land in question is excess to requirements for Council's ongoing operations. There is no direct community benefit from the land (for example as a playground or park would)
- Council is currently undertaking a process to rationalise its excess land holdings, and as such it does not make sense to continue to retain such holdings.
- The financial comparison (included in the confidential report) does not indicate any major benefits of leasing the land as opposed to selling it.
- Sale of the land will generate a much higher upfront cash flow (in comparison to leasing) that can be applied to the core activities of Council.

For the reasons identified above, and the financial analysis provided in more detail in the confidential report, it was determined that it would be more advantageous to Council and is in line with other initiatives being undertaken by Council to sell the land rather than continue to hold the land and lease it.

As such it is recommended to proceed to sell the land in its current form. The rezoning of the land was not further investigated based on the timeframes required and location. The estimated return

for Council with current market pricing in this area was also a determining factor as well as a possible sale opportunity leading into spring.

Retention of a Real Estate Agent

Subsequent to the initial resolution adopted on 23 May 2023, Council undertook a Request for Quote (RFQ) process to identify a suitable real estate agent to assist Council with the proposed sale of the Land. RFQs were sought from the following agents:

- Elders Rural
- Border Real Estate
- CLK First National
- Nutrien Harcourts
- Ray White (declined to respond)
- Century 21 (declined to respond)
- Knight Frank (declined to respond)
- Colliers (no response submitted)

The RFQ sought information regarding:

- Proposed Marketing Plan
- Experience in Rural/industrial Land sales of this size
- Staff experience and NSW licencing
- Recent sales of a similar nature
- Referees
- Estimated value of the Land (i.e., potential sale price)
- Fee Proposal and % fee on the sale

At the conclusion of the process Elders Rural (Echuca) was selected as the best value for money option for Council. Elders also had the lowest fee proposal (as a % of the sale price).

Elders also indicated an estimated sale price based on current land values. The detail of this estimated price is noted in the confidential report. This sale price is based on per hectare current pricing and interest in this area.

Elders also recommended undertaking the sale through an Expression of Interest (Eoi) process for the sale with a five (5) week opening period. This was recommended as the most suitable approach in the current environment, enabling a competitive process while providing Council with the flexibility to make decisions after receipt of offers.

STRATEGIC IMPLICATIONS

5. Strategic Theme 5: A place of Prosperity and Resilience

5.2 - Encourage and support economic development across the region - Commercial Investment Strategy.

BUDGETARY IMPLICATIONS

Proceeds from the sale of the Land will have a positive impact on the cash position of Council. Any profit realised on the sale of the Land will have a positive impact on the operating position of Council in 2024-25.

POLICY IMPLICATIONS

Murray River Council Land Acquisition and Disposal Policy (POL602)

Murray River Council Procurement Policy (POL205)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993

Local Government (General) Regulations 2021.

RISK ANALYSIS

- **What can happen?**
Minimal or no demand for the land
- **How can it happen?**
Current Economic conditions
- **What are the consequences of the event happening?**
Sales income not generated at this stage and Council continues to hold the land.
- **What is the likelihood of the event happening?**
Unlikely based on agent advice and interest in land in this area.
- **Adequacy of existing controls?**
A minimum reserve sale price to be set.
- **Treatment options to mitigate the risk?**
NA

CONCLUSION

It is recommended, as reflected in the proposed resolution, that Council undertake the sale of the Land, through an EOI process and authorise the appoint of Elders Rural as the real estate agent to assist Council with the said sale.

Council to note that commercially sensitive aspects of the proposed sale is being presented to Council through a separate report in the confidential section of the agenda of this same Ordinary Meeting.

ATTACHMENTS

Nil

9.2.2 CASH AND INVESTMENTS (INCLUDING RESERVES) REPORT AS AT 31 JULY 2023

File Number: -

Author: Kris Kershaw, Manager Finance

Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

That Council resolve to receive the Liquidity Report, incorporating Investments as of 31 July 2023, consisting of a Liquid Asset Position of \$52,635,814 which includes total investments of \$46,842,466.

BACKGROUND

Monthly report on cash and investments balances as of 31 July 2023, incorporating allocation by Fund and by Reserve classification.

As per the *Local Government Act 1993 (s625(1)) (the Act)*, Council may invest money that is not, for the time being, required by the council for any other purpose.

DISCUSSION

Shown below are the Liquid Asset Balances and Investments for the period ending 31 July 2023.

DETAILS	MAY 2023	JUNE 2023	JULY 2023
Cash Book Balance B/Fwd	\$ 2,408,422	\$ 5,471,240	\$ 6,672,617
Add income for month	\$ 11,901,012	\$ 15,323,179	\$ 6,305,820
Deduct expenditure for month	\$ 7,588,194	\$ 9,881,142	\$ 10,705,842
CASH AVAILABLE	\$ 6,721,240	\$ 10,913,277	\$ 2,272,596
Redeem/(Purchase) Investments	-\$ 1,250,000	-\$ 4,240,660	\$ 2,010,777
CASH BOOK BALANCE	\$ 5,471,240	\$ 6,672,617	\$ 4,283,373
Add on-call account	\$ -	\$ 1,504,737	\$ 1,509,977
Add investments - Deposits	\$ 43,872,564	\$ 48,863,224	\$ 46,840,456
Add investments - Shares	\$ 2,010	\$ 2,010	\$ 2,010
CASH POSITION	\$ 49,345,813	\$ 57,042,586	\$ 52,635,814
As per Bank Statements	\$ 5,441,066	\$ 5,660,515	\$ 10,162,946

Reserves by Fund

Fund	General	Water	Sewer	Waste	Total
May 2023	\$20,828,132	\$8,729,312	\$15,310,632	\$4,477,737	\$49,345,813
June 2023	\$27,737,372	\$9,287,425	\$15,812,714	\$4,205,075	\$57,042,586
July 2023	\$23,027,149	\$9,558,576	\$15,671,386	\$4,378,703	\$52,635,814

Status of Reserves

Funds	General	Water	Sewer	Waste	Total
Unrestricted	\$ 2,379,476	\$ 4,535,900	\$ 7,578,688	\$ 352,496	\$ 14,846,560
Internally Restricted	\$ 12,007,638	\$ 2,077,309	\$ 4,630,291	\$ 1,880,624	\$ 20,595,862
Externally Restricted	\$ 8,640,037	\$ 2,945,366	\$ 3,462,407	\$ 2,145,583	\$ 17,193,392
Total	\$ 23,027,151	\$ 9,558,575	\$ 15,671,386	\$ 4,378,703	\$ 52,635,814

Details of Restricted Reserves

The following schedule provides details of the **Internally Restricted Reserves** categorised by Fund.

Internal Reserves	General Fund	Water Fund	Sewer Fund	Waste Fund	Total
Buildings	\$ 427,606	\$ -	\$ -	\$ -	\$ 427,606
Bushfire Services	\$ 45,278	\$ -	\$ -	\$ -	\$ 45,278
Caravan Parks	\$ 486,373	\$ -	\$ -	\$ -	\$ 486,373
Cemeteries	\$ 38,120	\$ -	\$ -	\$ -	\$ 38,120
Community Services	\$ 517,184	\$ -	\$ -	\$ -	\$ 517,184
Council Contribution - Co Funding	\$ 407,527	\$ -	\$ -	\$ -	\$ 407,527
Economic Development	\$ 42,780	\$ -	\$ -	\$ -	\$ 42,780
Employee Leave Entitlements	\$ 1,220,450	\$ -	\$ -	\$ -	\$ 1,220,450
Financial Assistance Grants	\$ 3,602,621	\$ -	\$ -	\$ -	\$ 3,602,621
Heritage Buildings	\$ 18,495	\$ -	\$ -	\$ -	\$ 18,495
Infrastructure Works	\$ 110,650	\$ 2,077,309	\$ 4,630,291	\$ -	\$ 6,818,250
Land Management	\$ 227,526	\$ -	\$ -	\$ -	\$ 227,526
Levee Bank	\$ 521,264	\$ -	\$ -	\$ -	\$ 521,264
Office Equipment/ IT	\$ 185,000	\$ -	\$ -	\$ -	\$ 185,000
Parks & Recreation	\$ 365,768	\$ -	\$ -	\$ -	\$ 365,768
Plant Fund	\$ 2,907,088	\$ -	\$ -	\$ -	\$ 2,907,088
Public Halls	\$ 52,021	\$ -	\$ -	\$ -	\$ 52,021
Quarries	\$ 289,500	\$ -	\$ -	\$ -	\$ 289,500
Risk Management	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
S355 Committees	\$ 208,972	\$ -	\$ -	\$ -	\$ 208,972
Software	\$ 182,270	\$ -	\$ -	\$ -	\$ 182,270
Stormwater	\$ 101,145	\$ -	\$ -	\$ -	\$ 101,145
Waste Management Int	\$ -	\$ -	\$ -	\$ 1,880,624	\$ 1,880,624
	\$ 12,007,638	\$ 2,077,309	\$ 4,630,291	\$ 1,880,624	\$ 20,595,862

The next schedule details **Externally Restricted Reserves** categorised by Fund.

External Reserves	General Fund	Water Fund	Sewer Fund	Waste Fund	Total
Unspent Grants	\$ 4,865,420	\$ -	\$ -	\$ -	\$ 4,865,420
Unspent Loan Funds	\$ 639,394	\$ -	\$ -	\$ -	\$ 639,394
Section 64/94	\$ 3,070,936	\$ 2,743,298	\$ 3,462,407	\$ -	\$ 9,276,641
Water Purchase	\$ -	\$ 202,068	\$ -	\$ -	\$ 202,068
Waste Management Ext	\$ -	\$ -	\$ -	\$ 2,145,583	\$ 2,145,583
Other	\$ 64,287	\$ -	\$ -	\$ -	\$ 64,287
	\$ 8,640,037	\$ 2,945,366	\$ 3,462,407	\$ 2,145,583	\$ 17,193,392

Overdraft Limits

The Council's Bank Overdraft limit is \$650,000.

I hereby certify that the balances of the various funds of Council have been reconciled with the bank statements and investment register as on 31 July 2023. As per the *Local Government (General) Regulation 2021 – Reg212(1)(b)*, all investments have been made in accordance with the Act, applicable Regulations, and council's investment policy.



Kris Kershaw

Manager Finance

INVESTMENT REPORT AS ON 31 JULY 2023

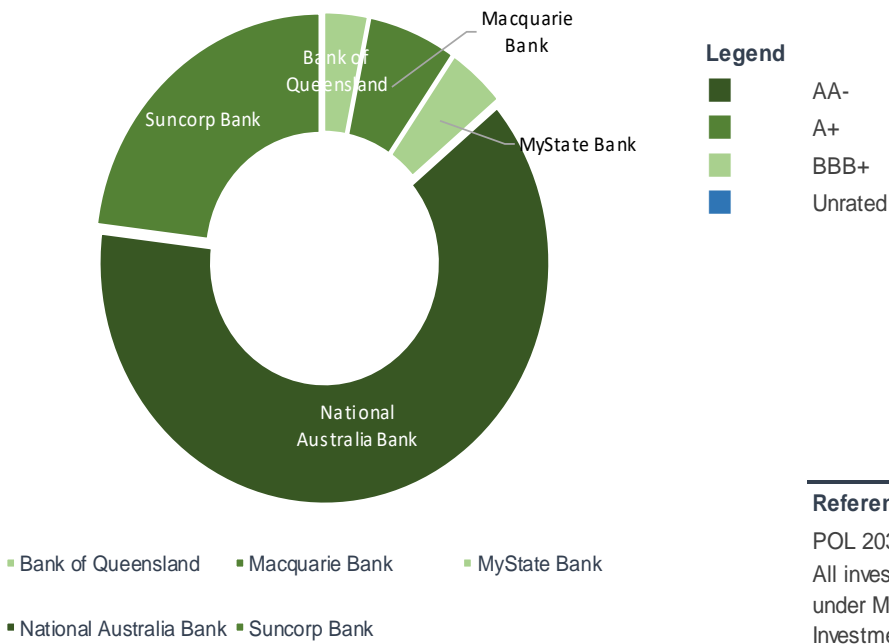
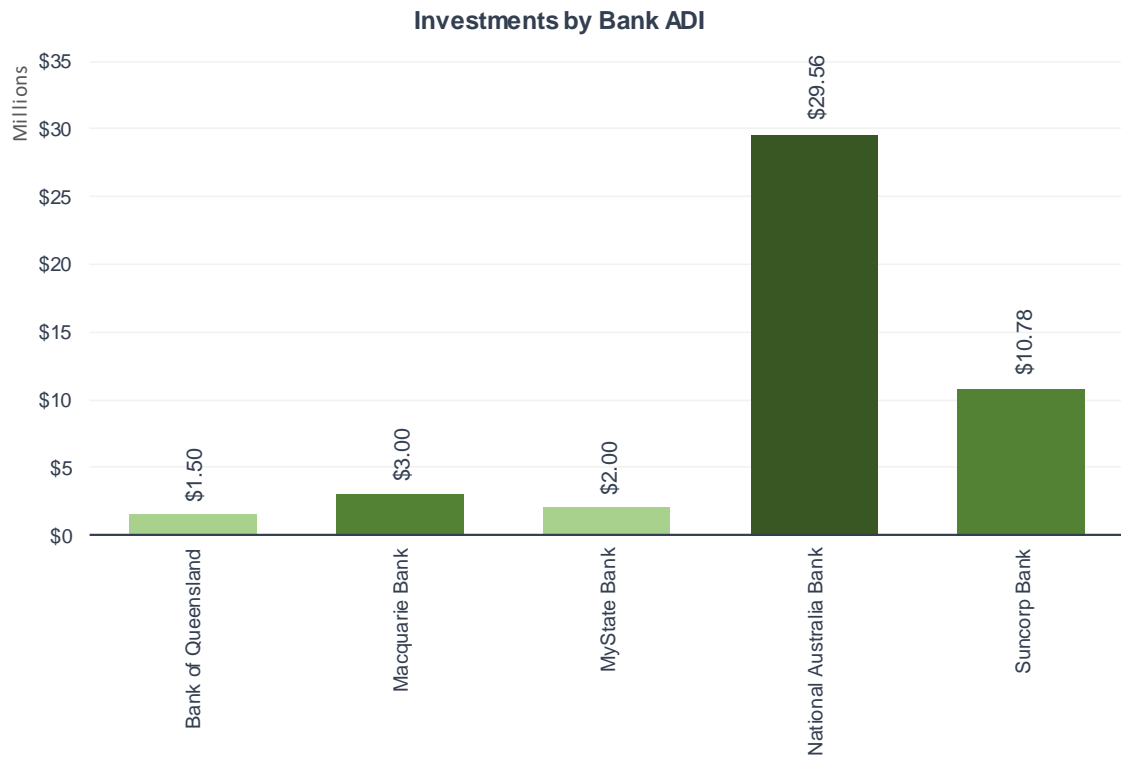
As required by Section 212 of the Local Government (General) Regulations 2021 (the Regulation) and Section 625 of the Act, a summary of Council's surplus funds invested, totalling \$46,842,466, together with an analysis thereof are detailed below, including \$46,840,456 in Term Deposits and \$2,010 in other Investments (shares). The detailed list of the investments appears in Annex A.

These analytics are based on various aspects of our investment strategy including financial security, rate of return, controlled institutional exposure, cash flow planning and safeguarding the Council's financial assets.

It should be noted that total investments held with National Australia Bank and Suncorp Bank are getting close to maximum limits for individual institutions under Council investment policy. In previous months, these two institutions have been offering very good rates for rated A or above institutions. Focus has been placing term deposits with A rated or higher institutions (S&P Rating long term view). Council finance staff are looking into other A rated or above institutions to place investments with, but interest rates for rated A or above institutions have, in general and with the exception of National Australia Bank and Suncorp Bank, been well below the term deposit rates that can be achieved with a BBB rated institution for example.

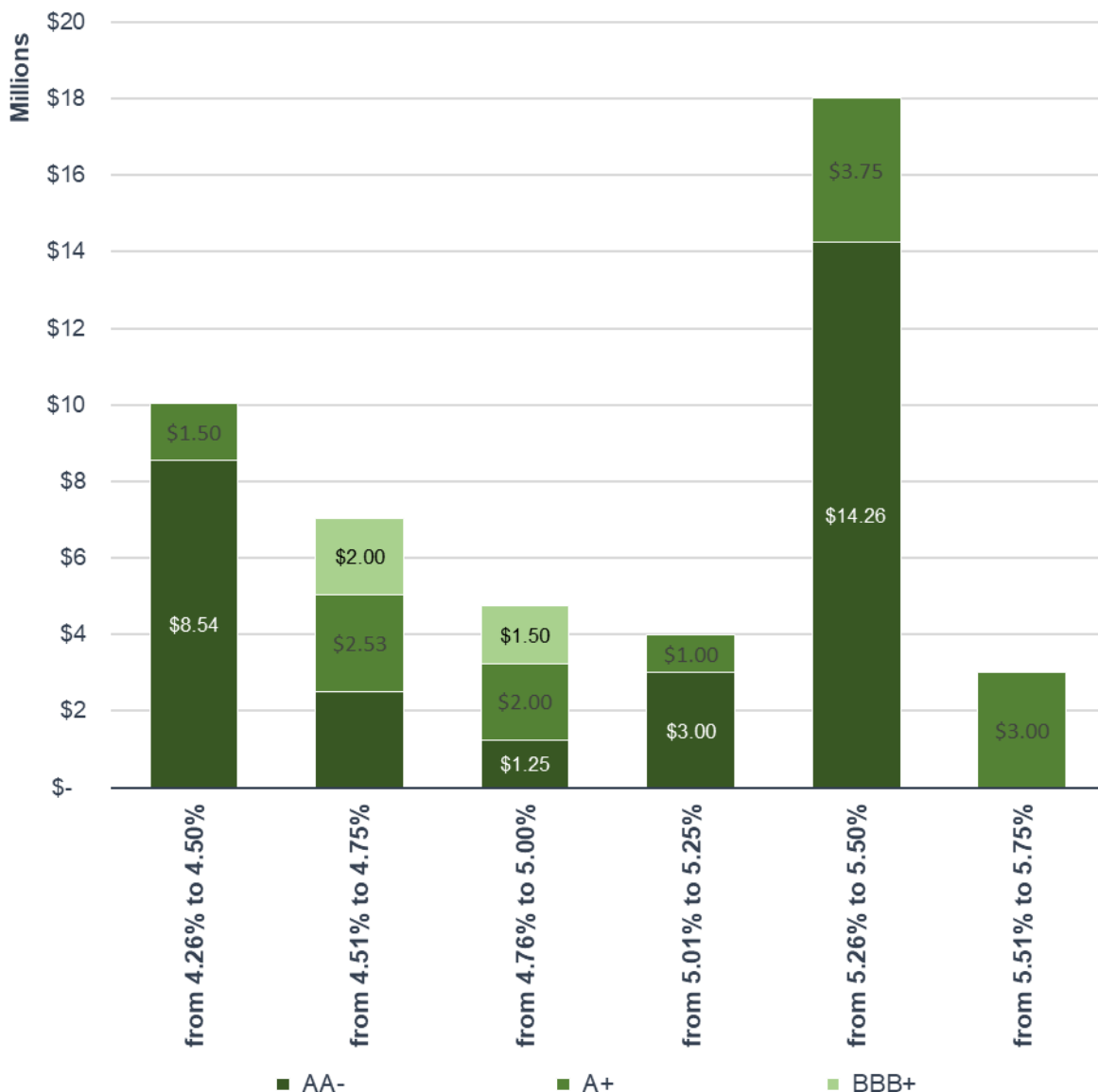
Investments by Bank / ADI

Bank / ADI	Amount	%
Bank of Queensland	\$1,500,000	3.20%
Macquarie Bank	\$3,000,000	6.40%
MyState Bank	\$2,000,000	4.27%
National Australia Bank	\$29,555,541	63.10%
Suncorp Bank	\$10,784,915	23.02%
	\$46,840,456	100.00%



Investments by Interest Rates / Credit Rating

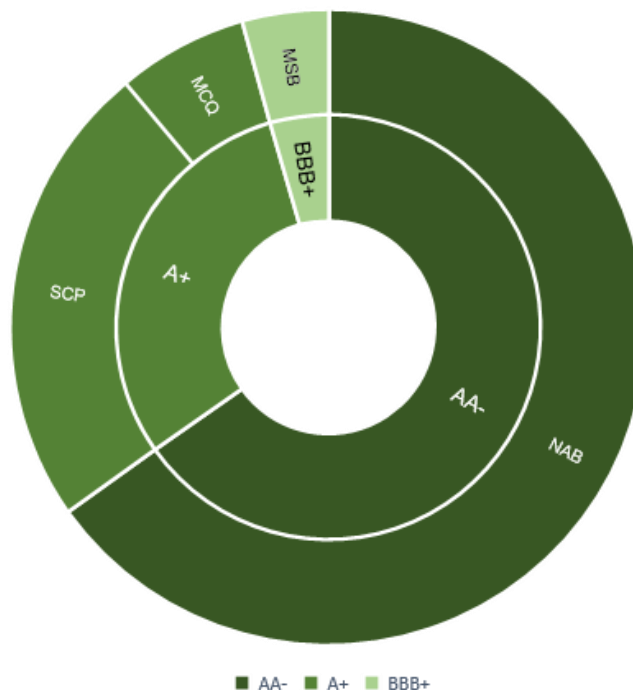
Interest Rates	AA-	A+	BBB+	Total
from 4.01% to 4.25%	\$0	\$0	\$0	\$0
from 4.26% to 4.50%	\$8,543,092	\$1,500,000	\$0	\$10,043,092
from 4.51% to 4.75%	\$2,500,000	\$2,534,915	\$2,000,000	\$7,034,915
from 4.76% to 5.00%	\$1,250,000	\$2,000,000	\$1,500,000	\$4,750,000
from 5.01% to 5.25%	\$3,000,000	\$1,000,000	\$0	\$4,000,000
from 5.26% to 5.50%	\$14,262,449	\$3,750,000	\$0	\$18,012,449
from 5.51% to 5.75%	\$0	\$3,000,000	\$0	\$3,000,000
	\$29,555,541	\$13,784,915	\$3,500,000	\$46,840,456



The portfolio is now well invested in reasonable interest rates and the terms of these invested amounts vary according to planned cash flow of the Council. The objective is to optimize the cash flow needs and maximize the return on investments while ensuring compliance with the Local Government rules and Council's Investment Policy. This month, we have further reduced our exposure to unrated investments with portfolio reflecting a well secured diversification.

Investments by Credit Rating / Banks

S&P Rating	Bank / ADI	Policy Limit by Credit Rating	Current Portfolio Concentration	Current Investment Total	Institutional Policy Limit	Institutional Holding
AA-	National Australia Bank	100%	63%	\$29,555,541	60%	63%
A+	Macquarie Bank	90%	29%	\$3,000,000	23%	6%
	Suncorp Bank			\$10,784,915	23%	23%
BBB+	Bank of Queensland	50%	7%	\$1,500,000	18%	3%
	MyState Bank			\$2,000,000	18%	4%
				\$46,840,456	100%	



MRC Term Deposit portfolio reflects a very well balanced spread across allowable credit ratings and evenly split across individual banks and ADIs. The portfolio spread is in compliance with MRC Investment Policy which provides guidelines to balance higher returns and optimizing risk to the lowest levels.

STRATEGIC IMPLICATIONS

5. Strategic Theme 5: A place of Prosperity and Resilience

5.2 - Encourage and support economic development across the region - Commercial Investment Strategy.

BUDGETARY IMPLICATIONS

The cash rate, as of 09 August 2023, is 4.10%. This has resulted in Council being able to achieve at least 5.00% or above interest rate when placing term deposits during July. Interest revenue will be reviewed as part of the quarterly budget review process to ensure that original budget set for interest

revenue is in line with expected returns. Investments are placed with cash flow requirements as the main priority.

POLICY IMPLICATIONS

Murray River Council Investment Policy (POL203).

LEGISLATIVE IMPLICATIONS

Section 625 of the Local Government Act 1993

Regulation 212 of the Local Government (General) Regulations 2021

Section 14 of the Trustee Act 1925

RISK ANALYSIS

- **What can happen?**
Imprudent use of Council's Financial Assets
- **How can it happen?**
Non-Compliance of Investment Rules, Policies, and mandates
- **What are the consequences of the event happening?**
Potential loss of financial assets
- **What is the likelihood of the event happening?**
Very Low
- **Adequacy of existing controls?**
Very Good
- **Treatment options to mitigate the risk?**
Responsible management of financial resources invested in accordance with the Council's Investment Policy and mandates.

CONCLUSION

Murray River Council's liquidity position is satisfactory as on 31 July 2023

ATTACHMENTS

1. **Investment Report July 2023**  

Murray River Council

Annex 'A'

Investment Details - July 2023

Start Date	Maturity Date	Bank / ADI	Type	Investment	Interest Rate	Term (Days)	Interest Due upon Maturity	S&P Long Term Rating
1/03/2023	3/08/2023	NAB	TD	\$ 1,000,000	4.470%	155	\$ 18,982	AA-
1/03/2023	3/08/2023	NAB	TD	\$ 750,000	4.470%	155	\$ 14,237	AA-
3/03/2023	9/08/2023	NAB	TD	\$ 750,000	4.470%	159	\$ 14,604	AA-
3/03/2023	9/08/2023	NAB	TD	\$ 1,000,000	4.470%	159	\$ 19,472	AA-
3/03/2023	9/08/2023	NAB	TD	\$ 750,000	4.470%	159	\$ 14,604	AA-
13/03/2023	10/08/2023	NAB	TD	\$ 768,053	4.500%	150	\$ 14,204	AA-
14/03/2023	16/08/2023	NAB	TD	\$ 1,025,039	4.460%	155	\$ 19,414	AA-
30/03/2023	23/08/2023	NAB	TD	\$ 750,000	4.430%	146	\$ 13,290	AA-
30/03/2023	23/08/2023	NAB	TD	\$ 750,000	4.430%	146	\$ 13,290	AA-
30/03/2023	30/08/2023	NAB	TD	\$ 1,000,000	4.450%	153	\$ 18,653	AA-
4/04/2023	4/09/2023	SCORP	TD	\$ 767,458	4.510%	153	\$ 14,509	A+
4/04/2023	4/09/2023	SCORP	TD	\$ 767,458	4.510%	153	\$ 14,509	A+
10/05/2023	12/09/2023	MyState	TD	\$ 750,000	4.550%	125	\$ 11,687	BBB+
10/05/2023	12/09/2023	MyState	TD	\$ 500,000	4.550%	125	\$ 7,791	BBB+
12/04/2023	19/09/2023	SCORP	TD	\$ 500,000	4.420%	160	\$ 9,688	A+
13/04/2023	26/09/2023	SCORP	TD	\$ 1,000,000	4.450%	166	\$ 20,238	A+
17/05/2023	3/10/2023	NAB	TD	\$ 750,000	4.700%	139	\$ 13,424	AA-
3/05/2023	10/10/2023	MyState	TD	\$ 750,000	4.700%	160	\$ 15,452	BBB+
19/04/2023	17/10/2023	NAB	TD	\$ 750,000	4.550%	181	\$ 16,922	AA-
24/05/2023	24/10/2023	Macquarie	TD	\$ 1,000,000	4.600%	153	\$ 19,282	A+
21/06/2023	31/10/2023	NAB	TD	\$ 1,000,000	5.140%	132	\$ 18,588	AA-
9/06/2023	7/11/2023	SCORP	TD	\$ 1,000,000	5.150%	151	\$ 21,305	A+
18/05/2023	14/11/2023	Bank Qld	TD	\$ 750,000	4.900%	180	\$ 18,123	BBB+
24/05/2023	21/11/2023	Bank Qld	TD	\$ 750,000	4.950%	181	\$ 18,410	BBB+
2/06/2023	28/11/2023	NAB	TD	\$ 1,250,000	4.900%	179	\$ 30,038	AA-
9/06/2023	5/12/2023	NAB	TD	\$ 1,000,000	5.150%	179	\$ 25,256	AA-
9/06/2023	12/12/2023	NAB	TD	\$ 1,000,000	5.150%	186	\$ 26,244	AA-
29/06/2023	16/01/2024	NAB	TD	\$ 1,500,000	5.400%	201	\$ 44,605	AA-
11/07/2023	23/01/2024	SCORP	TD	\$ 750,000	5.440%	196	\$ 21,909	A+
29/06/2023	30/01/2024	SCORP	TD	\$ 1,500,000	5.470%	215	\$ 48,331	A+
3/05/2023	2/02/2024	NAB	TD	\$ 1,000,000	4.750%	275	\$ 35,788	AA-
11/07/2023	6/02/2024	SCORP	TD	\$ 750,000	5.560%	210	\$ 23,992	A+
29/06/2023	13/02/2024	NAB	TD	\$ 1,500,000	5.400%	229	\$ 50,819	AA-
11/07/2023	20/02/2024	SCORP	TD	\$ 750,000	5.560%	224	\$ 25,591	A+
31/07/2023	20/02/2024	Macquarie	TD	\$ 1,000,000	5.000%	204	\$ 27,945	A+
29/06/2023	27/02/2024	SCORP	TD	\$ 1,500,000	5.470%	243	\$ 54,625	A+
11/07/2023	5/03/2024	SCORP	TD	\$ 750,000	5.560%	238	\$ 27,191	A+
31/07/2023	5/03/2024	Macquarie	TD	\$ 1,000,000	5.000%	218	\$ 29,863	A+
30/06/2023	12/03/2024	NAB	TD	\$ 1,500,000	5.450%	256	\$ 57,337	AA-
11/07/2023	19/03/2024	SCORP	TD	\$ 750,000	5.560%	252	\$ 28,790	A+
30/06/2023	26/03/2024	NAB	TD	\$ 1,500,000	5.450%	270	\$ 60,473	AA-
11/07/2023	2/04/2024	NAB	TD	\$ 1,000,000	5.410%	266	\$ 39,426	AA-
30/06/2023	9/04/2024	NAB	TD	\$ 1,500,000	5.470%	284	\$ 63,842	AA-
17/07/2023	16/04/2024	NAB	TD	\$ 1,012,449	5.350%	274	\$ 40,662	AA-
30/06/2023	23/04/2024	NAB	TD	\$ 1,500,000	5.490%	298	\$ 67,234	AA-
18/07/2023	30/04/2024	NAB	TD	\$ 750,000	5.350%	287	\$ 31,550	AA-
31/07/2023	7/05/2024	NAB	TD	\$ 1,250,000	5.300%	281	\$ 51,003	AA-
31/07/2023	21/05/2024	NAB	TD	\$ 1,250,000	5.310%	295	\$ 53,646	AA-
		SP	Shares	\$ 2,000				
		WAWCU	Shares	\$ 10				
Total				\$ 46,842,466			\$ 1,346,838	

9.2.3 MEDIA POLICY V#2 - FINAL ADOPTION**File Number:** -**Author:** Sandra Gordon, Manager Governance & Risk**Authoriser:** Stephen Fernando, Director Corporate Services**RECOMMENDATION**

That Murray River Council resolve to:

1. adopt the Media Policy V#2 and place it in the Policy Register, and
2. any previous version of the Policy be rescinded.

DISCUSSION

Murray River Council first adopted the Media Relations Policy in 2018.

In late 2022 the NSW Office of Local Government (OLG) released the Model Media and Model Social Media Policies. There was an option for Councils to adopt the model policies directly or to review and create our own policy / policies.

Murray River Council has opted to review the Model Media and Social Media Policies and, due to the significant amount of overlap, amalgamate them into one policy, Murray River Council Media Policy.

At the heart of the Media Policy are the four 'principles' of media engagement. These are:

- Openness
- Consistency
- Accuracy
- Timeliness.

The updated Media Policy reflects interactions between authorised spokespersons and both traditional and online / social media outlets with the view that effective media engagement can assist Council to keep the community informed, explain decisions and promote community confidence in the Council and its decisions.

Council received no submissions from the community in relation to the Policy whilst on public display. However, Council employees have recommended a couple of minor additions which are highlighted in RED text in the Policy

ATTACHMENTS

1. **Media Policy V#2**  

MURRAY RIVER COUNCIL
COUNCIL POLICY

MEDIA POLICY

POL-108.V#2

Based on the Model Media and Model Social Media Policy – published by the Department of Planning and Environment / Office of Local Government - 2022



1. INTRODUCTION

This Media Policy provides Council with a robust framework for the administration and management of their interactions with all forms of media – print, broadcast and social media. It also sets standards of conduct for all Council Officials who are required to interact with media in their official capacity.

Council recognises that a well-run, competent, ethical and reputable organisation is the best way to promote a favourable image and also recognises that it can actively promote a favourable image through successful management of its communication process with the media.

Effective media engagement can assist Council to keep their community informed, explain decisions and to promote community confidence in the Council and its decisions.

Social media has become an important tool, it is used by Council to interact and share information with their communities in an accessible and often more informal format.

2. OBJECTIVES

The objectives of this Policy are to:

- › Ensure all communication from Council is consistent, accurate, timely and appropriate;
- › Clearly indicating Council's authorised spokespersons;
- › Provide a wide variety of mediums, that information from and about Council, can be accessed by the community;
- › Improve communication with internal and external customers and enhance Council's public image;
- › Ensure that full and complete details of all issues relevant to Council activities are fairly presented to the community.
- › Ensure confidential information is managed appropriately, and
- › Decrease the exposure and risk to reputation by managing information appropriately.

Murray River Council is committed to upholding and promoting the following principles of media engagement:

Openness	We will ensure that we promote an open exchange of information between our Council and the media. Our social media platforms are places where anyone can share and discuss issues that are relevant to our Council and the community we represent and serve.
Consistency	We will ensure consistency by all Councillors and Council employees when communicating with the media.
Relevance	We will ensure our social media platforms are kept up to date with informative content about our Council and community.
Accuracy	The information we share with the media will be a source of truth for our Council and community and we will prioritise the need to correct inaccuracies when they occur. The content we upload onto our social media platforms and any other social media platform will be a source of truth for our Council and community and we will prioritise the need to correct inaccuracies when they occur.
Timeliness	We will ensure that we respond to media enquiries in a timely manner.
Respect	Our social media platforms are safe spaces. We will uphold and promote the behavioural standards contained in this policy and our Council's code of conduct when using our social media platforms and any other social media platform.

3. SCOPE

This Policy applies to all Council Officials of Murray River Council.

4. LEGISLATION

Council is committed to promoting consistency and accountability by complying with the following relevant legislation:

- ▶ Local Government Act 1993 (NSW) - Sections 226 and 231
- ▶ Anti-Discrimination Act 1977
- ▶ Children and Young Persons (Care and Protection) Act 1998
- ▶ Children's Guardian Act 2019
- ▶ Copyright Act 1968 (Cth)
- ▶ Copyright Amendment Act 2006
- ▶ Copyright Amendment (Disability Access and Other Measures) Act 2017
- ▶ Defamation Act 2005
- ▶ Government information (Public Access) Act 2009; and
- ▶ Privacy and Personal Information Protection Act 1998 (NSW)
- ▶ Local Government Act 1993 (NSW)
- ▶ State Records Act 1998
- ▶ Work Health and Safety Act 2011 (NSW)

5. POLICY STATEMENT

This Media Policy has been developed to provide a framework to assist Murray River Council when dealing with the media and to ensure that media engagement by Councillors and Council employees is consistent, accurate and professional and enhances the council's reputation.

Effective media engagement can assist Council to keep their community informed, explain decisions and to promote community confidence in Council and its decisions.

The term "media" used in this Policy means print, broadcast and online/social media used for communicating information to the public, including, but not limited to, newspapers, magazines, internet publishers, radio, television broadcasters and social media platforms.

The advancement of technology and the development of non-traditional media means that the media now has unprecedented reach and accessibility. Anyone with a computer or hand-held device can access media platforms and actively engage in content which has the potential to be viewed and shared by hundreds of millions of people worldwide.

How Council is portrayed in the media impacts greatly on how the organisation is perceived. Media can be an effective tool to promote council programs, events, and initiatives. In addition, media can be invaluable in times of crisis or emergency when information needs to be communicated to the public.

Together with the associated Social Media Procedure, this Policy provides Murray River Council with a robust framework for the administration and management of their social media platforms. It sets standards of conduct for all Council Officials who use social media in their official capacity.

Despite its obvious benefits, media also presents a variety of challenges and risks. These include:

- ▶ Maintaining the accuracy, reliability, and integrity of information;
- ▶ Ensuring confidential information is managed appropriately; and
- ▶ The increased exposure and risk to reputation where information is not managed appropriately.

5.1 STANDARDS OF CONDUCT WHEN ENGAGING WITH THE MEDIA

Council Officials must comply with the Council's Code of Conduct when engaging with the media in an official capacity or in connection with their role as a Council Official.

Council Officials must not:

- › share information or make comments to the media through either direct or indirect mechanisms; or
- › use social media to post or share comments, photos, videos, electronic recordings or other information that:
 - Are defamatory, offensive, humiliating, threatening, or intimidating to other Council Officials or members of the public;
 - Contains profane language or is sexual in nature;
 - Constitutes harassment and/or bullying within the meaning of Council's Code of Conduct, or is unlawfully discriminatory;
 - Is contrary to their duties under the Work Health and Safety Act 2011 and their responsibilities under any policies or procedures adopted by Council to ensure workplace health and safety;
 - Contains content about Council, Council Officials or members of the public that is misleading or deceptive;
 - Divulges confidential Council information;
 - Breaches the privacy of other Council Officials or members of the public;
 - Contains allegations of suspected breaches of the Council's Code of Conduct or information about the consideration of a matter under the Code of Conduct Procedures
 - Could be perceived to be an official comment on behalf of Council where they have not been authorised to make such comment;
 - Commits Council to any action;
 - Violates an order made by a court;
 - Breaches copyright;
 - Advertises, endorses, or solicits commercial products or business;
 - Constitutes spam;
 - Is in breach of the rules of the social media platform; and
 - incite or encourage other persons to act in a way that is contrary to the requirements of this Policy.

Council officials must:

- › Attribute work to the original author, creator or source when uploading or linking to content produced by a third party
- › Obtain written permission from a minor's parent or legal guardian before uploading content in which the minor can be identified.
- › exercise caution when sharing, liking, retweeting content as this can be regarded as an endorsement and/or publication of the content.

Councillors must uphold and accurately represent the policies and decisions of the Council's governing body but may explain why they voted on a matter in the way that they did.

Local Government Act 1993 - Section 232(1) (f)

5.2 AUTHORISED SPOKEPERSONS & PLATFORM MANAGERS

Council has nominated the following Council representatives to act as official spokespersons to the print and broadcast media:

- › Mayor
- › Chief Executive Officer (CEO).

Council's Community Engagement Business Unit is the lead point of contact for all media enquiries and act as the authorised Platform Managers for all social media platforms.

Platform Managers may appoint Platform Administrators to different social media sites depending on their accountabilities and expertise. However the Platform Managers will have overall responsibility for these sites.

5.3 WRITTEN MATERIAL FOR MEDIA USE

All media releases, media kits, feature stories, flyers and other materials written for the media or public distribution should comply with Council's adopted Style Guide and checked for editing, photographic support and policy proofing and then sent to the CEO / relevant Director / or delegate (as per the Delegations Policy) for review and approval for release.

Where a media release is prepared by another organisation which relates to a Council project or in which Council is involved, the Council employee involved is to ensure that a copy of the media release is provided to the CEO for review and content approval is supplied back to the requesting organisation.

5.4 USE OF MEDIA DURING EMERGENCIES

Council recognises that ill-considered and uninformed comments can cause dire consequences and legal implications in the event of an emergency, disaster, crisis or sensitive issue.

During emergencies, such as natural disasters or public health incidents, the delegated Council Officials will be responsible for coordinating media releases/statements and posts on social media platforms on behalf of the Council.

Training on media engagement for all forms of media during emergencies should be included in training and/or induction provided to all delegated persons.

Accordingly, only the Mayor and CEO are authorised to speak to the print and broadcast media on these occasions.

Councillors, Council employees and other Council Officials must not provide comment or information to the media that is inconsistent with official advice issued by Council and any other agency coordinating the emergency response.

To ensure consistent messaging both during and after an emergency, Platform Managers, Platform Administrators and Council Officials must not upload content onto Council's or their own social media platforms which contradicts advice issued by the agency coordinating the emergency response, or agencies supporting recovery efforts.

5.5 MEDIA ENGAGEMENT IN THE LEAD UP TO ELECTIONS

This Policy does not prevent the Mayor or Councillors who are candidates at Council or any other election from providing comment to the media in their capacity as candidates at the election.

Any media comment provided by the Mayor or Councillors who are candidates at Council or another election must not be provided in an advertisement, newspaper column, or a radio or television broadcast paid for by Council or produced by Council or with council resources.

5.6 RECORDS MANAGEMENT REQUIREMENTS

All media content created and received by Council Officials (including Councillors) acting in their official capacity is a Council record and may be subject to information access applications made under the Government Information (Public Access) Act 2009. These records must also be managed in accordance with the requirements of the State Records Act 1998 and Council's approved records management policies and practices.

Council Officials must not destroy, alter, or remove social media content unless authorised to do so. If you need to alter or remove social media content, you must do so in accordance with this Policy and consult with the Council's Records Management Unit and comply with the requirements of the State Records Act 1998.

When/if a Councillor's term of office concludes, the Councillor must contact the Council's Records Business Unit and/or the Community Engagement Business Unit to manage/transfer records of social media content created during their term of office and comply with the requirements of the State Records Act 1998.

In fulfilling their obligations, Council Officials should refer to any guidance issued by the State Archives and Records Authority of NSW relating to retention requirements for Council and Councillor's social media content.

5.7 DEFAMATION

Defamation law covers Council Officials, as it does everyone else. It is illegal to harm another person's reputation verbally or through the written word.

Under the law, a level of qualified privilege does apply. It recognises that Councillors may need to speak freely and publicly in undertaking their civic duties. However, this should be treated with great caution. It covers only statements made at Council or Committee meetings in carrying out a Councillor's duties. Such statements must not be made maliciously but in good faith.

5.8 MONITORING OF MEDIA LIAISON

Where possible and cost effective, monitoring of media uptake of Council media releases and alerts will be undertaken.

Visitations to the Council website will be counted and reported.

5.9 CONCERNS OR COMPLAINTS

Complaints about the conduct of Council Officials (including Councillors) when speaking to the media or on social media platforms may be directed to the CEO.

Concerns or complaints about the administration of a Council's social media platforms should be made to the council's CEO in the first instance.

Complaints about a CEO's conduct when speaking to the media or on social media platforms may be directed to the Mayor.

6. ROLES AND RESPONSIBILITIES COUNCIL OFFICIALS

6.1 CEO

The CEO:

- › Is the official spokesperson for the Council on operational and administrative matters.
- › May delegate to other Council employee/s to speak on their behalf where appropriate, (for example, where the delegated staff member has professional expertise regarding the subject matter, or the CEO is unavailable)
- › May delegate responsibility for the establishing, monitoring and management Council's social media platforms.

6.2 MAYOR

The Mayor:

- › Is the principal member and spokesperson of the governing body of Council, including representing the views of Council as to its local priorities;

Local Government Act 1993 - Section 226(c)

If the Mayor is unavailable, the Deputy Mayor may act as Council's spokesperson.

- › May delegate their role as spokesperson to other Councillors where appropriate, (for example, where another Councillor is best placed to comment, because the issue is of particular interest to them, or it is within their particular area of expertise).

6.3 COMMUNITY ENGAGEMENT BUSINESS UNIT

The Community Engagement Business Unit's role is to:

PRINT & BROADCAST MEDIA

- › Be the lead point of contact for all media enquiries, requests for interviews, requests to film or photograph Council employees, facilities or events for news and current affairs purposes;
- › Be responsible for preparing all media statements and gaining approval by the Mayor and/or CEO prior to their release;
- › Liaise with relevant employees within the organisation where appropriate;
- › Develop and/or approve media training and/or induction to be provided to relevant staff and/or Councillors;
- › Maintain a record of all media enquiries and responses;
- › Ensure that media organisations and their representatives are treated professionally, equally and without bias;
- › Ensure that media enquiries are dealt with promptly;
- › Provide guidance to Councillors approached by the media for comment to avoid communication of misinformation; and
- › Ensure that all media releases are published on the Council's website.

SOCIAL MEDIA

- › In conjunction with the CEO, has overall responsibility for all Council social media sites and approve/revoke an employees status as a Platform Administrator;
- › develop and/or approve the training and/or induction to be provided to Platform Administrators;
- › maintain a register of Platform Administrators;

- › maintain effective oversight of Platform Administrators;
- › ensure the Council complies with its record keeping obligations under the State Records Act 1998 in relation to social media;
- › ensure the Council adheres to the rules of the social media platform(s);
- › ensure the Council's social media platforms are set up and maintained in a way that maximises user friendliness and any technical problems are resolved promptly.

6.4 PLATFORM ADMINISTRATORS

Platform Administrators should be Council employees that are responsible for managing, or have expertise in, the events, initiatives, programs or policies that are the subject of the social media content.

The role of a Platform Administrator is to:

- › Ensure, to the best of their ability, that the content they upload onto social media platforms is accurate;
- › Correct inaccuracies in Council generated content;
- › Engage in discussions and answer questions on Council's behalf on social media platforms – **where appropriate**. Only MRC Pages will have discussions or questions answered. Posts or shares into other pages such as community pages will not be monitored or responded to;
- › Keep the Council's social media platforms up to date;
- › Where authorised to do so by the Community Engagement Business Unit;
 - Moderate the Council's social media platforms in accordance with this Policy;
 - Ensure the Council complies with its record keeping obligations under the State Records Act 1998 in relation to social media.

When engaging on social media on Council's behalf (such as, but not limited to, on a community social media page), a Platform Administrator must identify themselves as a Council employee but they are not obliged to disclose their name or position within the Council.

Platform Administrator must not use Council's social media platforms for personal reasons.

All Platform Administrators must set up Two-Factor Authentication for all social media accounts they have access to.

6.5 COUNCILLORS

As a member of the governing body and as a representative of the community, Councillors are free to express their personal views to the media.

When engaging with the media, Councillors:

- › Must not purport to speak on behalf of Council unless authorised to do so;
- › Must clarify when speaking to the media that they are expressing their personal views as an individual Councillor and that they are not speaking on behalf of Council (unless authorised to do so);
- › Must uphold and accurately represent the policies and decisions of Council;
- › Must not disclose Council information unless authorised to do so, and
- › Must seek information and guidance from the CEO or the Community Engagement Business Unit where appropriate before providing comment to the media to ensure they have the most up-to-date and relevant information and have considered reputational or other risks.

In the interests of promoting a positive, safe and harmonious organisational culture, Councillors should endeavour to resolve personal differences privately and must not prosecute them publicly through the media.

Where Councillors (including the Mayor) become aware of potential issues that could result in media interest, they should provide this information to the CEO.

Councillors must direct any questions about their obligations under this Policy to the CEO.

6.6 DIRECTORS, MANAGERS AND SUPERVISORS

To communicate, implement and comply with this Policy and related Procedures.

6.7 COUNCIL EMPLOYEES

Council employees must not speak to the media about matters relating to Council unless authorised by the CEO to do so.

If Council employees receive a media enquiry or they are invited to comment to the media on a matter relating to the Council, they must refer the enquiry to the CEO or the Community Engagement Business Unit.

Council employees are free to express their personal views to the media on matters that do not relate to the Council, but in doing so, must not make comments that reflect badly on the Council or that bring it into disrepute.

Council employees must not respond to negative comments made by members of the public on any public communication platforms. (eg social media platforms like Facebook). To do so is a breach of Council's Code of Conduct and disciplinary action must be taken against you.

It is very hard for the public to distinguish between comments made by you as a member of the public or as you as an employee of Council. Therefore, it is best that you do not comment.

If authorised to speak to the media, Council employees:

- ▶ Must uphold and accurately represent the policies and decisions of Council;
- ▶ Must not disclose Council information unless authorised to do so by the CEO; and
- ▶ Must seek information and guidance from the CEO or Community Engagement Business Unit where appropriate before providing comment to the media to ensure they have the most up-to-date and relevant information and have considered reputational or other risks

Where Council employees become aware of potential issues that could result in media interest, they should provide this information to the CEO or Community Engagement Business Unit.

6.8 COMMITTEES OF COUNCIL

To be aware of and adhere to this Policy.

7. INDUCTION AND TRAINING

Council must provide training to Council Officials who engage or are authorised to engage with the media.

Councillors who engage, or intend to engage, on social media must receive induction training on social media use.

Media engagement training will be provided to Councillors as part of their induction or refresher training or as part of their ongoing professional development program.

8. NON-COMPLIANCE WITH THIS POLICY

Council's Code of Conduct provides that Council Officials must not conduct themselves in a manner that is contrary to Council's policies.

A breach of this Policy will be a breach of Council's Code of Conduct.

Councillors:

- › An alleged breach of this Policy by a Councillor, other than the Mayor, may be reported to Council by the Mayor.
- › An alleged breach by the Mayor may be reported to Council by the CEO.
- › Council may investigate an alleged breach of this Policy in such a manner that is considered appropriate.

Council employees:

- › An alleged breach of this Policy by a Council employee may result in disciplinary procedures and/or dismissal.

9. EVALUATION AND REVIEW

It is the responsibility of the CEO to monitor the adequacy of this Policy and recommend appropriate changes.

This Policy will be formally reviewed every four (4) years or as needed, whichever comes first.

10. ASSOCIATED DOCUMENTS, DEFINITIONS AND ACRONYMSExternal

- › OLG - Model Media Policy
- › OLG – Model Social Media Policy

Internal

- › MRC Policy - Code of Conduct (Councillors) Policy
- › MRC Policy - Code of Conduct (Employees) Policy
- › MRC Policy - Code of Conduct (Committees) Policy
- › MRC Procedure – Social Media Procedure
- › MRC Delegation Policy

Definitions

Term	Definitions
The Act	Section 226 of the Local Government Act 1993 provides: The role of the mayor is as follows-- (a) to be the leader of the council and a leader in the local community, (b) to advance community cohesion and promote civic awareness, (c) to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities, (d) to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council
Authorised User	Council employees who are authorised by the CEO and/or the Community Engagement Business Unit to upload content and engage on the Council's social media platforms on the Council's behalf
Chief Executive	The Chief Executive of the Office of Local Government or the Chief Executive of any other government department which has the carriage of the administrative functions of the Act and the portfolio of Local Government.

Council Official	means Councillors, employees and delegates of Council (including members of committees that are delegates of Council)
Media	means print, broadcast and online media used for communicating information to the public, including, but not limited to, newspapers, magazines, internet publishers/social media, emails, radio, television broadcasters and any other means of distribution and communication of information.
Minor	for the purposes of clause 5.1 of this Policy, is a person under the age of 18 years
Personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
Platform Manager	Means the person or persons delegated/appointed by the CEO to fulfil the role of monitoring and approving the content uploaded to Council's and Councillor's social media platforms. The person should be a suitably qualified Council employee. Ideally the Platform Managers are members of the Community Engagement Business Unit.
Platform Administrator	Means the person or persons delegated/appointed by the CEO and/or the Community Engagement Business Unit to fulfil the role of uploading information to Council's social media platforms for their relevant business activity. The person should be a suitably qualified Council employee.
Social media	Means online platforms and applications, such as but not limited to social networking sites, wikis, blogs, microblogs, video and audio sharing sites and message boards, that allow people to easily publish, share and discuss content. Examples of social media platforms include, but are not limited to Facebook, Twitter, Snapchat, LinkedIn, Yammer, YouTube, Instagram, Flickr and Wikipedia
Social Media Platform	'social media platform' and 'platform' means both the Council's and Councillors' social media platforms.
Style Guide	Refers to both the MRC style guide and the River Country Style Guide

11. DOCUMENT CONTROL

Version No.	Details	Dates	CM9 Reference	Resolution No.
1	Initial Issue	17 April 2018 to DRAFT	VF/18/2193	030418
2	Policy developed by incorporating the Model Media and the Model Social Media Policies as published by the Office of Local Government	DRAFT	VF/18/2193	TBA

Council reserves the right to review, vary or revoke this policy at any time

This Policy is scheduled for review in 2027

NOTE:

This is a controlled document. If you are reading a printed copy please check that you have the latest version by checking it on Council's Electronic Document system. Printed or downloaded versions of this document are uncontrolled.

DISCLAIMER:

This document was formulated to be consistent with Murray River Council's legislative obligations and with the scope of Council's powers. This document 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 document 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 document.

9.2.4 BUDGET POLICY

File Number: -
Author: Kris Kershaw, Manager Finance
Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

That Murray River Council resolve to provisionally adopt the Budget Policy and place it on public display for 28 days for feedback and comments.


BACKGROUND

One of the audit findings from the 2021/22 external audit was that whilst Council staff followed proper protocols with regards to capital budget variations via the quarterly budget review process, Council did not have a formal policy in place for approval of budget variations. The recommendation from the Audit Office of NSW was for Council to prepare and adopt a capital expenditure budget policy.

Issue as outlined in the 30 June 2023 Management Letter is provided below:

Our insights inform and challenge government to improve outcomes for citizens

**Issue 5: Policy for budget variation**

Likelihood	Consequence	Systemic issue	Category	Risk assessment
Likely	Medium	No	Operational	 Moderate

Observation

During our review of capital expenditure against budget, we noted that there was a budget variation for one of the capital projects. Capital budget movements are either approved as part of the quarterly budget review process or reported to the monthly Council meeting. However, Council did not have a formally documented policy for approval of any budget variations as at December 2022.

Implications

The absence of a capital expenditure budget variation policy will increase the risk of approving projects that don't have adequate governance processes applied.

Recommendation

We recommend Council prepare and adopt a capital expenditure budget variation policy to ensure any budget variation is in line with Council's defined risk appetite and required protocols.

Management response

Agree

DISCUSSION

This is a new Policy.

This report to Council puts forward a Budget Policy (hereafter referred to as the Policy) that addresses not only the external auditor recommendation but also provides clear guidelines around the whole budget process – from setting the budget to reviewing it through the financial year. The Policy has been drafted to cover all aspects of budget setting and revision, including:

- Responsible Accounting Officer definition and responsibilities.
- Guidelines around what is expected when setting and reviewing budgets.
- Budget coordination within Council.
- Annual budget setting.
- Monitoring of budget throughout the financial year.
- The overall quarterly budget review process and requirements.
- Capital expenditure budget setting and the need for business cases to be provided.

The Policy covers both the setting of the yearly budget, as part of the Operational Plan, as well as cover budget monitoring during the financial year.

The draft Policy went to the Audit and Risk Committee meeting on the 07 August 2023 for review and feedback. Suggested feedback from the discussion on the Policy have been incorporated into the draft Policy attached.

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

2.6 - Provide clear, concise and consistent information that is easily accessible to our customers - Improve externally provided information and communication.

BUDGETARY IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**
Council undertake works not approved through the proper budget process.
- **How can it happen?**
By expenditure of funds prior to approval of budget allocation.
- **What are the consequences of the event happening?**
Council's budget bottom line deteriorates unless un-authorized expenditure is covered by budget savings identified in the current budget.
- **What is the likelihood of the event happening?**
Possible.
- **Adequacy of existing controls?**
Adequate.
- **Treatment options to mitigate the risk?**
Requirements to complete budget packs on a quarterly basis, provide business cases when setting budgets, provide adequate and meaningful reporting to those responsible for managing budgets and making Council staff responsible for their budgets.

CONCLUSION

This Policy provides clear guidelines and processes around what will be expected from those responsible for setting and managing budgets. The Policy also identifies the reporting requirements expected from Council staff, as well as overall reporting requirements by the Responsible Accounting Officer to Council.

ATTACHMENTS

1. **Budget Policy V#1 DRAFT** [↓](#) 

MURRAY RIVER COUNCIL
COUNCIL POLICY

DRAFT
BUDGET
POLICY

POL-216.V#1



1. INTRODUCTION

Budgets are a key management tool used to prioritise funding, support decision making, set financial controls on both income and expenditure, and monitor financial performance. All these requirements are communicated internally and externally under the Integrated Planning and Reporting (IP&R) Framework.

All NSW Councils are required to deliver their operations based on the IP&R Framework. This Framework includes the Community Strategic Plan (CSP), the Delivery Plan and Operational Plan (hereafter referred to as the Budget).

One of the key criteria to measure success of the Delivery Plan is the budget, and five (5) of the ways to measure the success of the annual budget is:

1. Set Key Performance Indicators (KPI) and implement processes to measure against the KPI.
2. Ensure budgets are prepared and adopted within statutory timeframes.
3. Ensure capital projects are delivered within budget.
4. Reporting to Council through the Quarterly Budget Review process (QBR).
5. Achieve, or better, the adopted budget as set in the Operational Plan.

Section 203(1) of the Local Government (General) Regulations 2021 requires a Council's Responsible Accounting Officer (RAO) to prepare and submit a quarterly budget review statement to the governing body of Council.

2. OBJECTIVES

The objective of this Policy is to achieve a clear direction on overall budget management and reporting, namely:

- ▶ Provide more certainty about the roles, responsibilities, and process for preparing, approving, and amending the Budget.
- ▶ Ensure that Murray River Council executive team is to be informed of its financial position monthly.
- ▶ Ensure that budget variations are considered on a quarterly basis (minimum) and any variations align to current CSP and Delivery Plan objectives.
- ▶ Maintain financial sustainability by ensuring that Council is kept informed of Council's current and long-term financial outlook.
- ▶ Ensure compliance with applicable Acts and Regulations, as well as ensure Council Officers comply with approved budget allocations as resolved by Council.

3. SCOPE

This policy applies to all Council Officers who are delegated responsibility to set and manage budgets.

4. LEGISLATION

- ▶ Local Government Act 1993 (NSW) (the Act).
- ▶ Local Government (General) Regulation 2021 (NSW) (the Regulation).

5. POLICY STATEMENT**5.1 DELEGATION OF AUTHORITY**

- 5.1.1 Authority for the implementation of this Policy is delegated by Council to the Chief Executive Officer (CEO).
- 5.1.2 The CEO shall ensure that Council Officers are delegated the necessary authority for them to fulfill their responsibilities and such delegations are noted in the Delegations of Authority (CEO to Employees) Policy. The CEO shall also ensure that delegated Council Officers receive and acknowledge the receipt of a copy of this Policy.
- 5.1.3 Council Officers must also act in accordance with the Statement of Business Ethics Policy and the Fraud and Corruption Policy of Council.
- 5.1.4 Any external contractors/consultants who has or may have an impact on Council's budgeting process shall be considered Council Officers under this Policy and any contractual arrangements shall obligate such contractors/consultants to abide by the requirements of this Policy.

5.2 RESPONSIBLE ACCOUNTING OFFICER

- 5.2.1 The Responsible Accounting Officer (RAO) is defined as the Council Officer responsible for managing and coordinating the preparation of the annual budget and reporting of any budget variances through the QBR.
- 5.2.2 As per Section 202 of the Regulation:

The responsible accounting officer of a council must:

- (a) establish and maintain a system of budgetary control that will enable the council's actual income and expenditure to be monitored each month and to be compared with the estimate of the council's income and expenditure, and
- (b) if any instance arises where the actual income or expenditure of the council is materially different from its estimated income or expenditure, report the instance to the next meeting of the council.

- 5.2.3 The CEO has the overall responsibility for managing the budget outcomes, and can delegate this responsibility to the Directors, Managers, and RAO, through an instrument of delegation.

5.3 GUIDELINES OF THE BUDGET POLICY

- 5.3.1 The following guidelines have been set to provide a clear framework for management and staff to follow when setting and reviewing budgets:
- Establishing and monitoring of a budget is the responsibility of those Council Officers delegated with management of department budgets.
 - A business case is required for all capital projects. Capital projects must adhere to Council's Asset Accounting Policy.
 - A business case is required for operational projects, regardless of the dollar value, considered as one-off high-value or high-risk projects with a risk rating of greater than 10, as defined under Council's Risk Matrix. The financial threshold for operational projects shall be set by the CEO from time to time.
 - All Council plans should be considered when preparing the annual budget and subsequent quarterly reviews. This includes alignment to plans such as the long-term financial plan, asset management plan and workforce management plan.
 - Budget preparation and review must be undertaken within the establish timeframes, as set by the RAO.

- f. All funding sources need to be considered when setting and reviewing budgets and expenditure budgets must be accompanied by how they are to be funded.
- g. Borrowing as a source of funding must be for capital projects only and, in keeping with Office of Local Government Guidelines, taking into consideration Council's debt servicing ratio and current loan servicing requirements. Borrowings must also comply with Council's Borrowing Policy.
- h. In the minimum, an annual review to be undertaken of all fees and charges to ensure Council achieves cost-recovery, where permitted to do so.
- i. Council Officers must follow the guidelines provided through the budget preparation process in relation to the carrying-on and carrying-forward of expenditure associated with projects included in the budget from the previous financial year.
- j. Council's intention is to have a balanced or surplus budget position or move towards such a position during the financial year if it starts with a budget deficit for the financial year. This ensures Council has the main aim of being financially sustainable over the longer term.
- k. The scope and threshold limits associated with reporting variations to Council for approval is as follows:
 - i. Reporting on budget variances to Council meetings shall clearly identify the variance threshold above which individual variances are being reported. Variances below the identified limit will be reported as a summary amount.
 - ii. Capital adjustments will be listed individually regardless of the net movement amount.
 - iii. Reserve movements will be listed individually regardless of the net movement amount.

5.4 BUDGET COORDINATION

5.4.1 This policy and overall responsibility of coordinating the annual budget and QBRs resides with the RAO.

5.4.2 Coordination is expected to include the following:

- a. Ensuring Council meets all legislative requirements.
- b. Application of this policy in all budget processes.
- c. Establishing annual and quarterly budget timelines, and communication of these timelines to all Council Officers.
- d. Ensuring Council Officers are aware of their responsibilities for budget preparation and review.
- e. Capturing of budget and budget revision information and associated budget workpapers and business case documentation.
- f. Providing assistance and advice to Council Officers as requested.

5.5 ANNUAL BUDGET SETTING

5.5.1 Council Officers are required to submit an annual budget for the future financial year to the within the prescribed timeline in keeping with budget preparation procedures and are to include all supporting workpapers associated with setting the budget.

5.5.2 The annual budget process will also include a review of all fees and charges.

5.5.4 Council is to approve the Budget by resolution after a period of 28 days public consultation, as required under Clause 4.25 of the Integrated Planning & Reporting Handbook. The final Council approval must be no later than 30 June of each financial year.

5.5.5 Key Performance Indicators (KPIs) are required to be defined and incorporated into the Operational Plan when performing the annual budget process. The KPIs established, at a minimum, will be the same ratios that Council is required to report against in its annual financial statements.

5.5.6 Budgets are prepared in keeping with applicable accounting standards and principles.

5.6 MONITORING OF BUDGET DURING THE FINANCIAL YEAR

- 5.6.1 A budget review permits a previously adopted budget to be amended. Changes to a budget may be required where new information is received, or circumstances change. Reasons may include:
- A change in service level resulting in an increase or decrease in expenditure.
 - A change in grant funding received for services or programs.
 - Projects or services delayed or stopped for reasons beyond Council's control.
 - Unanticipated increases or decreases in expenditure or revenue.
- 5.6.2 Council Officers are required to manage their budget reporting responsibility throughout the financial year via the monthly reporting process (the Monthly Operational Report).
- 5.6.3 Monitoring of budget accuracy is the responsibility of the Council Officers.
- 5.6.4 The RAO is required to report to the Audit, Risk and Improvement Committee (ARIC) on the initial draft Operational Plan budget prior to the report going to Council for the twenty-eight (28) days public display.
- 5.6.5 The RAO is required to provide a report on the latest quarterly budget review to ARIC. If the budget review is reported to ARIC post-Council meeting, then the RAO, at the same meeting, will provide a current end of month update budget report.
- 5.6.6 Changes to the adopted annual budget are required to be formally adopted by Council resolution prior to change taking effect. Council resolution can be received by reporting to Council via the quarterly budget review process or by separate report to Council.
- 5.6.7 Appropriate systems, processes and reports shall be implemented to assist Council officers with the management & monitoring of budgets.
- 5.6.8 RAO will be available to aid and provide guidance on budgetary matters at any time during the financial year.

5.7 QUARTERLY REPORTING REVIEWS (QBR)

- 5.7.1 The QBR presents a summary of council's financial position at the end of each quarter. It is the mechanism whereby councillors and the community are informed of council's progress against the budget along with recommended changes and reasons for major variances. QBRs shall be undertaken for every three-month period from the commencement of the financial year. The reporting for the last three (3) month period of the financial year shall be through the annual financial reporting process. QBRs shall be prepared and presented in keeping with Section 5.7.2, 203(1) of the Regulation which states:

'Not later than 2 months after the end of each quarter, the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the management plan that the council has adopted for the relevant year, a revised estimate of the income and expenditure for that year.'

5.7.2 Reporting Review Statements

As a minimum, the QBR process should report to Council on the following:

- Income Statement showing revenue and expenses.
- Capital Statement showing revenue and expenses.
- Cash and Investments statement showing movements in Council's overall cash position, including internal and external reserve movements.
- Key Performance Indicator (KPI) Statement which should report back against KPI defined in the Operational Plan
- Contracts and Other Expenses report showing material contracts entered into by Council.

5.7.3 Other Reporting Matters

When reporting to Council on negative budget variances, the variation should stipulate how the adjustment is to be funded.

5.8 ETHICS AND CONFLICTS OF INTEREST

5.8.1 Council Officers must immediately upon becoming aware, disclose to the CEO any (perceived or real) conflicts of interest that could be related to Council's budget setting in accordance with Council's Code of Conduct Employees Policy.

5.9 BUDGET CLASSIFICATION

5.9.1 The budget classification and reporting will be defined by the following classification:

Budget Heading	Classifications Included in Budget Heading
Revenue	Rates and annual charges, user fees and charges, Interest and investment revenue, other revenues, other income, grants, and contributions (operational), grants and contributions (capital) and gain on sale of assets.
Operational expense	Employee benefits and oncosts, borrowing costs, materials and contracts, depreciation and amortisation, other expenses, and loss on sale of assets.
Other funding movements	Capital expense, loan borrowings, loan repayments, reserve movements, sale proceeds from sale of assets, deferred debtor advances made, deferred debtor advances repaid and depreciation contra reversal.

5.10 CAPITAL EXPENDITURE

5.10.1 All capital budgets must be accompanied with an approved Business Case. A business case ensures that the proposed capital works are aligned to the CSP, consider risks associated with the works, the reason(s) why the works are required and alternatives options that have been considered.

5.10.2 Capital budgets must meet, as a minimum, the threshold limits as defined in Council's Asset Capitalisation Policy. Project budgets under the defined thresholds should be considered operational expense.

5.10.3 Carry-On and Carry Forward BudgetsCarry-on Budget:

Where a capital project has commenced and has unexpended budget in a given financial year these funds are included in the budget of the following financial year.

Carry Forward Budget:

Where a capital project has not commenced by the end of the financial year in which it has been budgeted and is included in the next financial year.

5.10.4 Budgets for capital projects must incorporate all costs related to the project, whether such costs can be capitalise or not, in keeping with the accounting standards, including any overhead costs that are associated with the project, where applicable.

5.11 EMERGENCY EXPENDITURE

5.11.1 the CEO is authorised to approve any expenditure for an unexpected or unforeseen event that requires urgent works, within financial delegation limits. Such works would need to be critical in nature that result in restoring services to the general population or remediate public health and safety concerns.

5.11.2 A report must be prepared and submitted at the next available Council meeting requesting approval of the expenditure. The report needs to provide detail of event, works required, expenditure to date and estimated future cost.

5.12 FINANCIAL RECORD KEEPING & REPORTING

5.12.1 Council Officers are required to submit working papers with their original budget estimates to validate and confirm budget allocations and requests. If the budget relates to a capital expenditure, then it must also include the business case requirement as per 5.10.1 above.

5.12.2 Any variations to original budgets throughout the financial year must be accompanied with information supporting the variation, including funding sources.

6. ROLES AND RESPONSIBILITIES

Position	Responsibility
Mayor	Lead councillors in establishing this Policy after considering its implications on the financial position of, and risks borne by, Council. Receive, where required query and adopt, reports related to the annual budget and quarterly budget reviews presented Council
Chief Executive Officer (CEO)	Provide the required delegations Council Officers to fulfill their responsibilities and obligations under this Policy.
Director Corporate Services (DCS)	To lead Council Officers in their understanding of, and compliance with, this Policy.
Manager Finance and Management Accountant	To communicate and implement this Policy. To put in place appropriate controls to ensure that this Policy is complied with by all staff and in a manner that any breaches will be identified speedily.
Council Officer	To be aware of their responsibilities and obligations under this Policy and to ensure that all budgets set for their area of responsibility are managed and reviewed in keeping with the requirements of this Policy.
Audit, Risk & Improvement Committee	Provide feedback and advise to Council on the budget process and how the financial affairs of the Council are being managed, including identifying any significant risks that Council needs to focus on.

7. EVALUATION AND REVIEW

The CEO or their delegated representative is authorised to approve variations to this Policy if the review is due to revised legislation or regulations.

All such variations to this Policy are to be submitted for adoption by Council (as a revised policy) as soon as practicable.

It is the responsibility of the DCS in conjunction with the Finance Manager and Management Accountant to monitor the adequacy of this Policy and recommend appropriate changes.

This Policy shall be reviewed, in the minimum, every four (4) years.

8. ASSOCIATED DOCUMENTS AND DEFINITIONSExternal

- ▶ AASB - Code of Accounting Practice and Financial Reporting
- ▶ OLG - Quarterly Budget Review Statement for NSW Local Government
- ▶ OLG - Integrated Planning & Reporting Handbook

Internal

- ▶ MRC Policy – Code of Conduct Policy (POL-100)
- ▶ MRC Policy – Delegations of Authority (Mayor and CEO) Policy (POL-102)
- ▶ MRC Policy – Delegations of Authority (CEO to Staff) Policy (POL-107)
- ▶ MRC Policy – Statement of Business Ethics Policy (POL-111)
- ▶ MRC Policy – Risk Management Policy (POL-200)
- ▶ MRC Policy – Procurement Policy (POL-205)
- ▶ MRC Policy – Fraud & Corruption Policy (POL-212)
- ▶ MRC Policy – Borrowing Policy (POL-217)
- ▶ MRC Internal Policy – Asset Capitalisation Policy (POL-309)
- ▶ MRC Risk Management Framework
- ▶ MRC Operational Plan and Delivery Program and Long-Term Financial Plan

Definitions and Acronyms:

Term	Definition
Act	Local Government Act 1993 (NSW)
ARIC	Audit, Risk & Improvement Committee
CEO	Chief Executive Officer.
Community Strategic Plan or CSP	A plan that outlines the community's vision and aspirations for a period of ten of or more years.
Council or MRC	Murray River Council including its governing body, the duly elected councillors.
Council Officer	An employee of Council (including contractors) with responsibility for managing an allocated budget.
DCS	Director of Corporate Services or equivalent.
Delivery Plan	The Delivery program is a four-year plan that turns the strategic goals in the CSP into actions.
Long Term Financial Plan	The Long-Term Financial Plan contains financial forecasts of Council for at least ten years and is updated annually as part of the development of the Operational Plan.
Monthly Operational Report or MOR	Monthly report to Council that reports on progress of Council activities during the financial year, including reporting against budget versus actuals.
NSW	State of New South Wales.
Operational Plan	The Operational Plan is a one year plan that spells out the detail of the Delivery Program, identifying the individual projects and activities that will be undertaken in a specific financial year to achieve the commitments

Term	Definition
	made in the four year Delivery Program.
Policy	This Policy.
Quarterly Budget Review or QBR	A regular progress report prepared in accordance with the requirements of the Act s404(5) and Regulations (s203(2)), namely that the Responsible Accounting Officer report quarterly on a budget review statement to adequately disclose the Council's overall financial position.
RAO	Responsible Accounting Officer. The role with the responsibility of managing the requirements under this Policy and the Act and Regulations.
Regulation	Local Government (General) Regulation 2021 (NSW)

9. DOCUMENT CONTROL

Version No.	Details	Dates	CM9 Reference	Resolution No.
1	Initial Policy creation and issue	DRAFT	VF/23/1055	TBA

Council reserves the right to review, vary or revoke this policy at any time.
This Policy is scheduled for review in before March 2027.

NOTE:

This is a controlled document. If you are reading a printed copy, please check that you have the latest version by checking it on Councils Electronic Document system. Printed or downloaded versions of this document are uncontrolled.

DISCLAIMER:

This document was formulated to be consistent with Murray River Council's legislative obligations and within the scope of Council's powers. This document 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 document does not constitute legal advice.

9.2.5 REVOCATION OF LEGACY LANDFILL LEVY

File Number: -
Author: Stephen Fernando, Director Corporate Services
Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That Murray River Council (Council) resolve to rescind:

1. resolution number 2 of agenda item number 5.2.5 provisionally adopted at the extraordinary general meeting of 9 May 2023, and
2. resolution number 11 of agenda item 9.2.2 of the general meeting held on 27 June 2023, which was for the ratification of the provisional resolution identified in item 1 herein.

BACKGROUND

At the Extraordinary Meeting held on 09 May 2023, Council provisionally resolved (subject to public display and consideration of feedback) through Resolution 2 of agenda item 5.2.5 to make and levy a Legacy Landfill Levy, to cover the costs of remediation, maintenance and environmental monitoring of non-operational landfills. The said resolution was ratified at the Ordinary Meeting held on 27 June 2023 through agenda item 9.2.2 (no. 11 on the resolution).

DISCUSSION

Discussions with the Office of Local Government (OLG) of NSW has created some uncertainty over how the Levy would be classified; is it a waste related levy versus is it an environmental related levy. That in turn has created some uncertainty over which clause in the LG Act the charge can be levied and which ratepayers it can be levied on.

While discussion with OLG continue, and some interim verbal responses have been received, no formal written response has been received as yet.

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

2.5 - Continue to be a trusted and ethical leader that leads by example - Leadership that is trusted, capable and collaborative.

BUDGETARY IMPLICATIONS

Not charging the legacy landfill levy, as previously resolved would result in lowering the overall Rates and Utility Charges income by approximately \$400,000. Adjustments will need to be made in future budgets to accommodate this shortfall.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS**RISK ANALYSIS**

- What can happen?

Council proceeds with the levy, and its validity is legally challenged.

- **How can it happen?**

Impacted ratepayer lodges a legal challenge.

- **What are the consequences of the event happening?**

Reputational damage, possible legal costs of defending the challenge, and if the challenge is successful, the stated impact of the report.

- **What is the likelihood of the event happening?**

Low

- **Adequacy of existing controls?**

Not applicable

- **Treatment options to mitigate the risk?**

The recommended resolution will eliminate the risk of a legal challenge.

CONCLUSION

Given the uncertainty around how the levy would be considered and how the interpretations of the different clauses within the LG act would be interpreted in relation to this charge, it is prudent not to make the charge, until and unless there is clarity on the situation.

ATTACHMENTS

Nil

9.2.6 BORROWING POLICY

File Number: -

Author: Kris Kershaw, Manager Finance

Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

That Murray River Council resolve to provisionally adopt the Budget Policy and place it on public display for 28 days for feedback and comments.

BACKGROUND

This Borrowing Policy (hereafter referred to as the Policy) has been drafted to set out a framework to ensure the prudent management of Council's existing and future debt, including employing Council's financial aim to have balanced annual budgets and a considered long-term financial plan.

DISCUSSION

This is a new Policy.

Before adopting the draft Policy, Council must place the document on public exhibition for a period of 28 days. This report is seeking Council's approval to place the draft Borrowing Policy on public exhibition. The submission period is likely to close in late September 2023. Once submissions have closed a further report will be presented to Council incorporating any public comment at a meeting in October 2023 where Council will be required to adopt the final Policy. This document will become effective once it is adopted by Council.

The Policy has been drafted to cover all aspects of borrowing processes, including:

- Responsible Accounting Officer definition and responsibilities.
- Guidelines and processes around what is required when undertaking either an internal or external borrowing.
- Requirements under the Local Government (General) Regulation 2021.

The draft Policy was presented to the Audit and Risk Committee meeting on the 07 August 2023 for review and feedback. Suggested feedback from the discussion on the Policy have been incorporated into the draft Policy attached.

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

2.6 - Provide clear, concise and consistent information that is easily accessible to our customers - Improve externally provided information and communication.

BUDGETARY IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**
Council does not report on borrowings taken out by Council to the Office of Local Government (OLG), as per s230(1) of the Regulation.
- **How can it happen?**
By Council not notifying OLG within the 7 days required under s230(1) of the Regulation.
- **What are the consequences of the event happening?**
Council is in breach of the Regulation and results in a failure of due governance.
- **What is the likelihood of the event happening?**
Low.
- **Adequacy of existing controls?**
Adequate.
- **Treatment options to mitigate the risk?**
This Policy outlines the requirements under s230(1). Finance staff to review borrowing requirements as part of setting the annual budget.

CONCLUSION

This Policy provides clear guidelines and processes around what will be expected from those responsible for undertaking and managing Council's current and future borrowings. The Policy also identifies the authorisation process to follow to approve a borrowing, as well as overall reporting and requirements by the Responsible Accounting Officer to Council.

ATTACHMENTS

1. **Borrowing Policy V#1** [↓](#) 

MURRAY RIVER COUNCIL
COUNCIL POLICY

DRAFT
BORROWING
POLICY

POL-217.V#1



1. INTRODUCTION

Murray River Council (Council) recognises that borrowings for capital works are an important funding source for Local Government. When used prudently, it provides the opportunity to undertake projects early and maintain inter-generational equity on long life assets.

Borrowings may be an appropriate source of funding for the following reasons.

- ▶ Land acquisitions
- ▶ Asset acquisitions for strategic property holding or commercial opportunities (i.e., projects that generate an income that can be used to service the borrowing.
- ▶ New assets constructed, e.g., roads, sports/aquatic centre, sporting field, arts centre etc.
- ▶ An asset upgrade, e.g., a footpath widening.
- ▶ A specific and significant one-time asset renewal or replacement, (e.g., replacement or refurbishment of significant asset components).

Borrowings should not be used to fund general operations and maintenance projects as subsequent repayments will reduce funds otherwise available.

Wherever possible, Council will look to fund repayments from the revenue generated from the asset or the service provided using the asset. For example, servicing of borrowings to build a landfill will be, to the extent possible, be funded from waste related revenue streams.

2. OBJECTIVES

The objective of this policy is to ensure that the use and management of borrowings:

- ▶ complies with the applicable Ministerial Revised Borrowing Order(s),
- ▶ is undertaken with due regard for Council's role as a custodian of public funds,
- ▶ is undertaken with the care, diligence, and skill that a prudent person would exercise in managing the affairs of other persons; and
- ▶ complies with Council's overall risk management framework.

Council's power to borrow funds arises from Section 621 of the Local Government Act 1993 (The Act). As a custodian of public funds, Council must exercise the reasonable care and diligence that a prudent person would exercise when borrowing funds.

This policy provides a framework for Council to borrow funds while ensuring the ongoing viability of the Council by not permitting overall borrowings to extend beyond its ability to meet future repayments and budgetary obligations.

Council, in implementing this Policy, is required to also adhere to the Office of Local Government (OLG) Borrowing Order pursuant to s624 of The Act, notify OLG of borrowing undertaken pursuant to s230(1) of the Local Government (General) Regulation 2021 (The Regulation), and the reporting requirements around debt service ratio as part of the quarterly budget review process and year-end financial statements.

3. SCOPE

The policy applies to all Councillors and Council Officers who are delegated responsibility, or involved in, the decision making and management of Council's loan portfolio.

4. LEGISLATION

- ▶ Local Government Act 1993 (NSW)

5. LOCAL GOVERNMENT (GENERAL) REGULATION 2021 (NSW) POLICY STATEMENT

5.1 RESPONSIBLE OFFICER

- 5.1.1 Authority for the implementation of this Policy is delegated by Council to the Chief Executive Officer (CEO).
- 5.1.2 Under s378 of The Act, the CEO delegates the Council Officer responsible for Council's overall loan portfolio as the RAO.

5.2 BORROWING GUIDELINES

- 5.2.1 The following guidelines have been set to provide a clear framework for management and staff to follow when considering a loan borrowing (whether external or internal):
- Establishing and monitoring of borrowings is the responsibility of the Manager Finance in conjunction with input from those Council Officers delegated with management of department budgets.
 - Evaluating the financial impact of the proposed borrowing on Council's Long-Term Financial Plan, Delivery Program and Operational Plan must be considered. This includes reviewing the impact of the loan over the life of Council's plans/ programs and the impact of the of the capital projects funded by the proposed borrowings (for example, public benefit of undertaking the project).
 - Compiling a Business Case for the project to be funded by borrowings, in keeping with Project Management Framework.
 - Ensuring the total amount of borrowings (including proposed new borrowing) is sustainable in terms of Council's ability to meet future repayments and budgetary obligations.
 - Assessing the Debt Service Ratio (DSR) impact. This ratio measures the availability of operating cash to service total debt including interest payments & principal, repayments.
 - Identifying the proposed structure of the borrowings and the how Council will procure the borrowings to achieve competitive and favourable terms.
 - Aligning to the extent possible the term of borrowings to the life of the underlying asset where possible.

5.3 BORROWING REGULATIONS

- 5.3.1 Council can borrow funds under s621 of the Act. Security for borrowings is provided under s229 of the Regulation where the repayment of principal and the payment of any interest, is a charge on the income of Council.
- 5.3.2 All borrowings must be approved by Council resolution and included in Council's annual draft Operational Plan.
- 5.3.3 Council must complete and lodge with the NSW Treasury Corporation (TCorp) a "Proposed Loan Borrowing Return" in July each year. If there is an increase in the proposed amount to be borrowed, Council must re-submit an amended Loan Borrowing Return, including the updated amounts, to TCorp.
- 5.3.4 If, during the year, Council is required to increase its proposed borrowings or change the purpose of the initial request, a Council resolution must be passed prior to drawing down of any funds.
- 5.3.5 Council must include details of proposed additional borrowings and renewal of existing borrowings within the annual Operational Plan.
- 5.3.6 The CEO, under s230(1) of the Regulation, must notify the Secretary within seven days after entering into a contract to undertake borrowings.
- 5.3.7 Council is restricted, by the Ministerial Revised Borrowing Order, to source borrowings from Australia denominated in Australian dollars.
- 5.3.8 Borrowings must be undertaken in accordance with the Statement of Business Ethics Policy,

Procurement Policy and the Fraud and Corruption Policy of Council.

- 5.3.9 Any contractual arrangements with external contractors/consultants shall obligate such contractors/consultants to abide by the requirements of this Policy.

5.4 EXPRESSION OF INTEREST (EoI) PROCESS

- 5.4.2 Quotations from Authorised Deposit-Taking Institutions (ADI) and NSW Treasury Corporation (TCorp) may be obtained for borrowings outlined within the adopted annual Operational Plan.
- 5.4.4 A minimum of three (3) ADIs (including T-Corp) are to be invited to submit written quotations to meet Council's borrowing requirements.
- 5.4.5 Appropriate and acceptable documentation must be provided to Council by any prospective lender during the EoI process. Written quotations must include the:
- ▶ Interest rate and whether the rate is fixed or variable.
 - ▶ Term of the loan
 - ▶ Repayment intervals (monthly, quarterly etc)
 - ▶ Repayment instalment amount and
 - ▶ Any applicable fees.
- 5.4.6 To ensure that Council is informed of the most current interest rate pricing, ADIs will be requested to provide updated pricing as near as possible to the date and time of the Council Ordinary Meeting, in which the report will go to Council seeking approval to undertake the borrowing.
- 5.4.7 The outcome of the EoI process (including updated interest rate pricing) will be reported to Council with a recommendation to accept the most advantageous quotation. Where the borrowing structure differs between the quotations (e.g., a fixed rate quotation and a variable rate quotation), the report shall examine the risks and benefits of each structure, with reasons for the recommended structure.
- 5.4.8 The Council resolution approving the borrowing is to include the specific details required to ensure the proper execution of loan documentation, for example, affixing the Common Seal of Council if required.

5.5 INTERNAL BORROWINGS (BETWEEN COUNCIL FUNDS)

- 5.5.1 The Act restrains the way Council raises and uses money. S409(3) of the Act states:

- a) money that has been received as a result of the levying of a special rate or charge may not be used otherwise than for the purpose for which the rate or charge was levied, and
- b) money that is subject to the provisions of this or any other Act may be used only for that purpose, and
- c) money that has been received from the Government or from a public authority by way of a specific purpose advance or grant may not, except with the consent of the Government or public authority, be used otherwise than for that specific purpose.

- 5.5.2 However, Council may use externally restricted funds by way of internal borrowing, subject to receiving

- 410 Alternative use of money raised by special rates or charges:
3. Money that is not yet required for the purpose for which it was received may be lent (by way of internal loan) for use by the Council for any other purpose if, and only if, its use for that other purpose is approved by the Minister.
 4. In granting such an approval, the Minister must impose conditions as to the time within which the internal loan must be repaid and as to any additional amount, in the nature of interest, that is to be paid in connection with that loan.

Ministerial approval to do so in accordance with ss410(3) and (4) of the Act.

- 5.5.3 Council may also use money that has been received from the Government or from a public authority by way of a specific purpose advance or grant, with approval from the Government or public authority providing the funding.
- 5.5.4 Council may also undertake internal borrowing, between the Funds (General, Water, Sewer, and Waste) of Council, subject to a Council resolution to do so.
- 5.5.5 The full impact of the borrowings must be disclosed in the Council resolution and the internal agreement must set out:
- ▶ The reason for the borrowing.
 - ▶ The basis of calculating the amount of the borrowing.
 - ▶ The permitted use/s of the borrowed funds.
 - ▶ The internal restriction that will be borrowed from.
 - ▶ Interest rate applicable for borrowing, set at the weighted interest rate return on investments unless another rate is determined and approved by Council.
 - ▶ Repayment period to repay internal borrowings drafted to ensure repayments, taking into consideration internal restrictions, can be funded.

5.6 ETHICS AND CONFLICTS OF INTEREST

- 5.6.1 Council Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's borrowing process. This includes activities that would impair the Council Officer's ability to make impartial decisions.
- 5.6.2 Council Officers must immediately upon becoming aware, disclose to the CEO any (perceived or real) conflicts of interest in accordance with Council's Code of Conduct Policy.

5.7 FINANCIAL RECORD KEEPING & REPORTING

- 5.7.1 The Manager Finance is required to maintain a loan repayment schedule.

6. ROLES AND RESPONSIBILITIES

POSITION	RESPONSIBILITY
Mayor	Lead Councillors in establishing this Policy after considering its implications on the financial position of, and risks borne by, Council. Receive, and where required query, reports related to the borrowing process.
Chief Executive Officer (CEO)	Provide the required delegations for Council Officers to fulfill their responsibilities and obligations under this Policy.
Director Corporate Services (DCS)	To lead Council Officers, where so appropriate, in their understanding of, and compliance with, this Policy.
Manager Finance	To communicate and implement this Policy. To put in place appropriate controls to ensure that this Policy is complied with by all staff and in a manner that any breaches will be identified speedily.
Council Officers	To be aware of their responsibilities and obligations under this Policy

7. EVALUATION AND REVIEW

It is the responsibility of the Director Corporate Services in conjunction with the Manager Finance to monitor the adequacy of this Policy and recommend appropriate changes.

This Policy shall be reviewed, at a minimum of every four (4) years or sooner if needed.

8. ASSOCIATED DOCUMENTS, DEFINITIONS AND ACRONYMSExternal

- ▶ Ministerial Revised Borrowing Order May 2009
- ▶ Code of Accounting Practice and Financial Reporting
- ▶ Australian Accounting Standards

Internal

- ▶ MRC Policy – Code of Conduct Policy (POL-100.1, POL 100.2)
- ▶ MRC Policy – Delegations of Authority (Mayor and CEO) Policy (POL-102)
- ▶ MRC Policy – Delegations of Authority (CEO to Employees) Policy (POL-107)
- ▶ MRC Policy – Risk Management Policy (POL-200)
- ▶ MRC Policy – Statement of Business Ethics Policy (POL-201)
- ▶ MRC Policy – Procurement Policy (POL-205)
- ▶ MRC Policy – Fraud & Corruption Policy (POL-212)
- ▶ MRC Policy – Budget Management and Reporting Policy (POL-216)
- ▶ MRC Policy – Asset Accounting Policy (POL-309)
- ▶ MRC Plan - MRC Risk Management Framework
- ▶ MRC Operational Plan, Delivery Program and Long Term Financial Plan

Definitions:

Term	Definition
Act	Local Government Act 1993 (NSW)
CEO	Chief Executive Officer.
Community Strategic Plan (CSP)	A plan that outlines the community's vision and aspirations for a period of ten of or more years.
Council Officer	Employees, including the CEO, and any contactors duly engaged by Council.
DCS	Director of Corporate Services
Delivery Plan	The Delivery program is a four year plan that turns the strategic goals found in the Community Strategic Plan into actions. It is the point where council makes a commitment to the Community Strategic Plan, and act upon those issues that are within its area of responsibility.

DSR	Debt Service Ratio, calculated by dividing the "Operating Result before Capital excluding Interest, Depreciation, Impairment & Amortisation, by the Principal Repayments plus Borrowing Costs.
Eol	Expression of Interest
Interest rate	The interest rate is the amount a lender charges a borrower and is a percentage of the principal—the amount loaned.
Minister	Minister for Local Government of New South Wales
OLG	Office of Local Government.
Ministerial Revised Borrowing Order(s), dated 13 May 2009	The applicable Order as of adopting this Policy is the Ministerial Revised Borrowing Order(s), dated 13 May 2009
RAO	Responsible Accounting Officer, as identified in the register of delegations.
Regulation	Local Government (General) Regulation 2021 (NSW)
Secretary	Office of Local Government Secretary
TCorp	NSW Treasury Corporation, the central borrowing authority for the NSW public sector.

9. DOCUMENT CONTROL

Version No.	Details	Dates	CM9 Reference	Resolution No.
1	Initial Policy creation and issue	DRAFT	VF/23/1056	

Council reserves the right to review, vary or revoke this policy at any time.

This Policy is scheduled for review in or before 2027.

NOTE:

This is a controlled document. If you are reading a printed copy, please check that you have the latest version by checking it on Councils Electronic Document system. Printed or downloaded versions of this document are uncontrolled.

DISCLAIMER:

This document was formulated to be consistent with Murray River Council's legislative obligations and within the scope of Council's powers. This document 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 document does not constitute legal advice.

9.2.7 FINANCIAL REPORT - UNAUDITED FY 2023/24 PERIOD ENDING 31 JULY 2023

File Number: -

Author: Kris Kershaw, Manager Finance

Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

That Council receive the Financial Report, encompassing the Income Statement and Statement of Financial Performance for the period ended 31 July 2023.

BACKGROUND

The purpose of this report is to inform Council of the unaudited financial performance and position of Council as of 31 July 2023. The report is provided in addition to the Monthly Operational Report (MOR) and reports on Council consolidated performance.

DISCUSSION

The Financial Report will be provided to Council on a monthly basis to provide an update on the current financial situation. It focuses on the components of the Income Statement (income and expenditure) and Statement of Financial Performance (assets and liabilities).

This report is not required to be reported under any section of the Local Government Act 1993 (the Act) nor the Local Government (General) Regulation 2021 (the Regulation). However, it is provided to Council to compliment the MOR and quarterly budget review process (QBR).

Council adopted the 2023/24 Annual Budget, as part of the Operational Plan, on the 27 June 2023 which is reflected in the Income Statement attachment.

This report will be worked on over the next few months as it is developed further to incorporate Cashflow Statement and key financial sustainability indicators (ratios). For now, the report will focus on the Income Statement and Statement of Financial Performance.

The following highlights are some of the key results for the period ending 31 July 2023:

- July month has seen the rates and annual charges issued for the 2023/24 financial year. A total of \$21.44 million was levied.
- The end of month cash and investments balance is \$52.60 million, of which \$2.38 million is unrestricted. This is above the current minimum limit of \$2 million threshold defined by Council in the Operational Plan. Cash and investments are reported to Council each month under a separate report.
- Working capital balance as of 31 July 2023 is \$14.04 million.
- Council has delivered 3.78% of the year-to-date capital budget excluding commitments for 2022/23, totalling \$1.29 million. Council has a budget allocation of \$33.99 million for the 2023/24 year. Given that it is only the start of the financial year, the month of July tends to have low capital works expenditure due to focus being on completion of prior year works and expected works program timing.

Income StatementIncome and Expenditure

What was charged to our ratepayers/customers compared to what was spent in delivering our services.

For the period under review, Council's operating deficit sits at (\$2.56) million. This is slightly higher than the projected 2024 budget net operating result of (\$2.31 million). Note that this is the Income Statement result only and not the overall net budget result (once capital expenditure, reserve movements, and other funding movements are considered).

Income Statement for 31 July 2023 is provided as an attachment.

Note that **Actual 2023** figures in the attached Income Statement are still been finalised as part of closing out the 2022/23 financial year and are subject to change and final external audit in October 2023.

A review of some of the budget vs actual differences is discussed as follows:

Income

- User charges and fees is tracking lower than budget expectation due to landfill fees being lower than forecasted for the month.
- Grants for operating purposes is tracking lower than budget expectation due to timing of grant funding being received in relation to the flood grants.
- Grants for capital purposes is tracking behind due to timing of grant funding being received.
- Interest on investment income is tracking lower than budget expectation due to outstanding rates and annual charges interest not been run for the month of August – a timing issue.

Expenditure

- Materials and contracts expenditure is tracking lower than budget expectation due to timing of expense payments – specifically monthly fuel expense and kerbside collection (invoices not paid at time of report).
- Depreciation actual will equal depreciation budget until all asset registers are placed into OneCouncil (Tech 1) asset registers. Assets team is currently working through this process with the aim of having all asset registers in the system during this financial year.
- Other expenses is tracking lower than budget expectation due to timing of expense payments around Council donations for community groups (rates waived and community grants).

Statement of Financial Performance

The value of resources Council has to service our community. Net wealth at the end of the July 2023 period stood at \$1.019 billion.

Statement of Financial Performance for 31 July 2023 is provided as an attachment.

A review of some of the actual differences between the years comparison is discussed as follows:

Assets

- Cash and cash equivalents has decreased from \$7.30 to \$5.81 million due to 2022/23 year invoices being paid in early July to close out prior year payment processing. Council expects higher than normal AP invoice payment processing at year-end.

- Receivables is much higher than 2023 year \$30.38 vs \$11.10 million as a result of Council levying the 2023/24 rates in July. A total of \$21.40 million was levied for rates and annual charges.

Liabilities

- Current payables overall balance has decreased from \$7.17 to \$4.12 million as the 2022/23 invoices have been paid in early July 2023.

Working Capital

Working capital is calculated by taking a company's current assets and deducting current liabilities. Working capital is important because it is necessary for Council to remain solvent.

In the case of Council, there is a need to remove certain external restrictions, as these cannot be used by Council for day-to-day operational matters. The table below provides a summary of working capital:

Working Capital Calculation - General Fund Only	
Month	Jul-23
	(' \$000)
Current Assets Total	84,010
Less:	
External Restrictions	
- Water Fund	-14,332
- Sewer Fund	-19,675
- Waste Fund	-6,817
- Unspent Grants	-3,722
- Section 94 Funding	-4,765
- Other External Funding	-380
Revised Current Assets Total	34,319
Current Liabilities Total	-20,503
Add Back:	
External Restrictions	
- Water Fund	199
- Sewer Fund	28
- Waste Fund	0
Revised Current Liabilities Total	-20,276
Working Capital - General Fund	14,043

Capital Expenditure

Expenditure on capital up to 31 July 2023 is \$1.29 million. This represents an overall expenditure of 3.78%.

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

2.6 - Provide clear, concise and consistent information that is easily accessible to our customers - Improve externally provided information and communication.

BUDGETARY IMPLICATIONS

Maintaining a balanced budget throughout the financial year and remaining financially sustainable remain key objectives. Budget risks identified throughout the year are to be mitigated as part of Council's ongoing quarterly budget reviews.

Council adopted the 2023-24 Operational Plan, including the annual budget, at the June 2023 Ordinary Council Meeting, any reports on any budget variations will be via the quarterly budget review process.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

RISK ANALYSIS

- **What can happen?**

Council expends operational or capital expenditure that is not budgeted for resulting in possible financial risks.

- **How can it happen?**

By failure of internal processes to manage budgets.

- **What are the consequences of the event happening?**

Council ends up with an operating deficit greater than the budget adopted, resulting in financial risks and under-performance of certain ratios.

- **What is the likelihood of the event happening?**

Possible.

- **Adequacy of existing controls?**

Adequate.

- **Treatment options to mitigate the risk?**

Financial risks can be managed on a project basis or through savings identified in the operational expenditure budgets. Council finance staff to maintain a budget risk register which will flag budgetary issues that require addressing in the quarterly budget review process.

CONCLUSION

The unaudited Financial Report is presented to Council to provide an overview of Council's overall financial performance as of 31 July 2023.

ATTACHMENTS

1. **Income Statement Report 31 July 2023**  
2. **Statement of Financial Performance Report 31 July 2023**  

Murray River Council

Statement of Financial Position

for the year ended 30 June 2024

from period 01 July to 31 July

\$'000	Notes	Actual 2024	Actual 2023
ASSETS			
Current assets			
Cash and cash equivalents	C1-1	5,807	7,302
Investments	C1-2	46,842	49,743
Receivables	C1-4	30,379	11,097
Inventories	C1-5	761	774
Other	C1-11	222	413
Total current assets		<u>84,010</u>	<u>69,328</u>
Non-current assets			
Investments	C1-2	2	2
Receivables	C1-4	719	719
Inventories	C1-5	641	641
Infrastructure, property, plant and equipment	C1-8	951,518	950,233
Intangible Assets	C1-10	5,966	5,966
Investments accounted for using the equity method	D2-2		
Total non-current assets		<u>958,846</u>	<u>957,561</u>
Total assets		<u>1,042,856</u>	<u>1,026,889</u>
LIABILITIES			
Current liabilities			
Payables	C3-1	4,116	7,174
Contract liabilities	C3-2	7,122	7,122
Lease liabilities	C2-1	8	8
Borrowings	C3-3	476	476
Employee benefit provisions	C3-4	2,418	2,506
Provisions	C3-5	71	71
Total current liabilities		<u>14,212</u>	<u>17,358</u>
Non-current liabilities			
Lease liabilities	C2-1	550	550
Borrowings	C3-3	2,173	2,173
Employee benefit provisions	C3-4	547	547
Provisions	C3-5	6,101	6,101
Total non-current liabilities		<u>9,371</u>	<u>9,371</u>
Total liabilities		<u>23,583</u>	<u>26,729</u>
Net assets		<u>1,019,272</u>	<u>1,000,160</u>
EQUITY			
Current years surplus		48,675	29,563
Accumulated surplus		729,606	729,606
IPPE revaluation reserve		240,991	240,991
Council equity interest		<u>1,019,272</u>	<u>1,000,160</u>
Total equity		<u>1,019,272</u>	<u>1,000,160</u>

9.3 DIRECTOR INFRASTRUCTURE REPORT AND SUPPLEMENTARY MATTERS**9.3.1 ALGA NATIONAL LOCAL ROADS, TRANSPORT & INFRASTRUCTURE CONGRESS**

File Number: -
Author: Jan Donald, Executive Administration Officer
Authoriser: Jack Bond, Director Infrastructure

RECOMMENDATION

That Council:

1. Notes that the ALGA 2023 National Local Roads, Transport & Infrastructure Congress is being held in Canberra on 6 & 7 September 2023.
2. Seeks interest from MRC Councillors to attend the 2023 National Local Roads, Transport & Infrastructure Congress.
3. Approves attendance of Councillors who wish to attend.

BACKGROUND

The ALGA 2023 National Local Roads, Transport & Infrastructure Congress will be held in Canberra on 6 & 7 September 2023 at the Kambri Cultural Centre, Anu, Tangney Road, Acton.

DISCUSSION

The theme of this year's Transport & Infrastructure Congress is "Building Communities that are safer, stronger, smarter". The content will be centred on practical takeaways, with successful council projects from around the country showcased, as well as opportunities to hear from leading experts across the key areas of roads, transport and related infrastructure, including community infrastructure. Learn about the latest trends and developments in road safety, circular economy, decarbonising infrastructure builds, telecommunications and technology.

STRATEGIC IMPLICATIONS

6. Strategic Theme 6: Connected Communities

6.10 - Enable commercial transport and connection opportunities - Major Road Upgrades.

BUDGETARY IMPLICATIONS

Registration cost for the National Local Roads, Transport & Infrastructure Congress is \$990 for the two days or \$500 for a single day's attendance. Travel and accommodation costs would also be incurred with accommodation available at \$245 to \$290 per night.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS**RISK ANALYSIS**

- What can happen?

Nil.

- **How can it happen?**

Continue with business as usual and look to attend next years conference.

- **What are the consequences of the event happening?**

Nil.

- **What is the likelihood of the event happening?**

Nil.

- **Adequacy of existing controls?**

No impact

- **Treatment options to mitigate the risk?**

No risk to consider.

CONCLUSION

Councillors are invited to attend the Congress on 6 & 7 September which will be held during a parliamentary sitting week, providing Council with an opportunity to engage with federal members and other key decision makers.

ATTACHMENTS

1. **Road Congress 2023 Brochure** [↓](#) 



2023

▶ **REGISTRATION
BROCHURE**

**KAMBRI
CULTURAL
CENTRE, ANU**
—
CANBERRA

**NATIONAL LOCAL ROADS,
TRANSPORT & INFRASTRUCTURE
CONGRESS**

6 - 7 September 2023

RoadsCongress.com.au



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CONGRESS SPONSORS



Australian Government
 Department of Infrastructure, Transport,
 Regional Development, Communications and the Arts





PRESIDENT WELCOME



Friends,

I am excited to invite you to our 2023 National Local Roads, Transport and Infrastructure Congress, to be held from 6-7 September in Canberra.

At ALGA, we have worked so hard to successfully secure you vital federal government funding to ensure you can continue to provide critical local infrastructure and local roads that our local communities and national economy depend on.

In the October 2022 Federal Budget we successfully secured \$1 billion in regional funding programs through the new Growing Regions and Regional Precincts and Partnerships programs; and the May 2023 Budget included \$350 million in new funding for metropolitan councils through the Thriving Suburbs and Urban Precincts and Partnerships programs.

More recently our strong advocacy delivered a new \$100 million Community Energy Upgrades Fund that will support us to lower our community infrastructure power bills while reducing emissions in our communities.

This year's Congress provides an opportunity to find out more about these new funding streams, while also hearing from councils, other peak bodies, and academics about the latest challenges and opportunities in the roads, transport and infrastructure arena.

We have expanded this year's program to include a broader focus on community infrastructure including waste and recycling, disaster mitigation, and renewable energy.

Importantly, our 2023 Congress will be held in Canberra during a parliamentary sitting week, providing you and your council with an opportunity to engage with federal members and other key decision makers.

I hope you can join me in Canberra this September for our 2023 National Local Roads, Transport and Infrastructure Congress.

Linda Scott

Cr Linda Scott
President, ALGA



PRELIMINARY CONGRESS PROGRAM

Tuesday 5 September

1:00 PM - 4:30 PM **Technical Tour with Queanbeyan-Palerang Council**

3:00 PM **Registration Opens**

5:00 PM - 7:00 PM **Welcome Reception & Exhibition Opening**
Kambri Cultural Centre, ANU

Wednesday 6 September

8:00 AM **Registration | Arrival Tea and Coffee**

9:00 AM **Opening Ceremony**
Welcome to Country

9:10 AM **ALGA President Opening Address**
Cr Linda Scott, President, Australian Local Government Association

9:30 AM **Keynote: Towards a sustainable road funding model for local government**
Natasha Bradshaw, Associate, Grattan Institute's Transport and Cities Program



10:15 AM **MORNING TEA**

10:45 AM **Panel: Roads, transport and infrastructure for local governments in a rapidly changing world**
Natasha Bradshaw, Associate, Grattan Institute's Transport and Cities Program

11:30 AM **Navigating federal disaster recovery and response arrangements**

12:00 PM **LUNCH**

1:00 PM **Keynote: Automated heavy vehicle access - certainty and sustainability**
Simon Buxton, Manager, Heavy Vehicle Access, Department of State Growth

1:45 PM **Panel: Preparing for automated access - data collection, infrastructure assessments and telematics**
Simon Buxton, Manager, Heavy Vehicle Access, Department of State Growth
Dr Sarah Jones, Managing Director, Driven
John Gordon, Manager, Strategic Development, Transport Certification Australia
Steve Verity, Principal Advisor, Institute of Public Works Engineering Australasia (IPWEA)

2:30 PM **AFTERNOON TEA**



Wednesday 6 September Cont.

3:00 PM	Session 1: Stronger communities - Managing local government infrastructure with increasing natural disasters Rohit Srivastava, Director, Infrastructure, Berrigan Shire Council	Session 2: Smarter communities - How can AI improve liveability? Ben Rippingale, ANZ Business Lead, Vivacity Labs Australia & New Zealand	Session 3: Safer communities - local government innovations in active transport Associate Professor Ben Beck, Head of Sustainable Mobility and Safety Research, School of Public Health and Preventive Medicine (SPHPM), Monash University Amy Gillett Foundation presenter
4:00 PM	NTRO: Safer, sustainable, resilient transport assets through data driven solutions Johan Cronjé, Portfolio Leader, NTRO Local Mornington Peninsula council & NTRO representatives		
4:45 PM	ALGA President closing remarks Cr Linda Scott, President, Australian Local Government Association		
6:30 PM - 10:30 PM	Congress Dinner National Arboretum Australia Presenter: Minister for Local Government Address, The Hon Kristy McBain MP		

Thursday 7 September

8:00 AM	Registration Arrival Tea and Coffee		
9:00 AM	Shadow Minister's Address Senator Bridget McKenzie, Shadow Minister for Infrastructure, Transport and Regional Development		
9:30 AM	Keynote: Developments in waste and recycling		
10:15 AM	MORNING TEA		
10:45 AM	Panel: Infrastructure decarbonisation and renewable energy		
11:30 AM	Update on Federal Government infrastructure policy and programs		
12:15 PM	LUNCH		
1:15 PM	Session 1: Stronger communities - Delivering affordable housing Cr Matthew Deeth, Chair, National Growth Areas Alliance Maree Wauchope, CEO, Barunga West Council	Session 2: Smarter communities - Deploying renewable energy and emissions reduction	Session 3: Safer communities - Telecommunications infrastructure Warren Sharpe, Director, Warren Sharpe Strategic Services Pty Ltd
2:15 PM	Keynote: Practical solutions for improving road safety on local roads Dr Ian Faulks, Partner, Safety and Policy Analysis International		
3:00 PM	AFTERNOON TEA		
3:30 PM	Panel: Building road safety into precincts and road design Dr Ian Faulks, Partner, Safety and Policy Analysis International Tracey Norberg, Road Safety & Traffic Officer, Goulburn Mulwaree Council Associate Professor Ben Beck, Head of Sustainable Mobility and Safety Research, School of Public Health and Preventive Medicine (SPHPM), Monash University		
4:15 PM	Closing Remarks		



CONGRESS SPEAKERS



The Hon Kristy McBain MP

Minister for Regional Development,
Local Government and Territories

Kristy McBain proudly grew up on the NSW Far South Coast, and she is the first woman to represent Eden-Monaro.

Since being elected in 2020, Kristy has built a formidable reputation as a plain spoken, hard-working local member who advocates with all levels of Government and all sides of politics to get results for her constituents.

A former Mayor of the Bega Shire Council, Kristy advocated day and night for people through the darkest days of the Black Summer Bushfires in 2019-20.

Kristy studied law at the University of Canberra and as the first person in her family to go to university, she is passionate that all kids get the chance to go to university or TAFE and have the opportunity to build their careers and lives in the regions as she has done.



Senator the Hon Bridget McKenzie

Nationals Senator for Victoria

Senator the Hon Bridget McKenzie is a member of the National Party and has been a Senator for Victoria since 2011. She has held ministerial office in the Turnbull and Morrison governments, also serving as the party's Senate leader since 2019. McKenzie grew up in Benalla, Victoria, and worked as a schoolteacher and university lecturer before entering politics. She was elected to the Senate at the 2010 federal election and served as a whip from 2011 to 2013. She has served variously as Minister for Rural Health (2017-2018), Sport (2017-2018), Regional Communications (2017-2018), Regional Services, Local Government and Decentralisation (2018-2019), and Agriculture (2019-2020).



Natasha Bradshaw

Associate, Grattan Institute's
Transport and Cities Program

Natasha Bradshaw is an Associate in Grattan Institute's Transport and Cities Program. At Grattan, she has co-authored publications on topics including fuel taxation and car emissions-reduction policies. Her latest report, to be published later this year, is about how to better fund and maintain local roads. Natasha previously worked at the Commonwealth Treasury across a range of structural reform and social policy topics. She holds an economics degree with first class honours from the University of New South Wales.



Simon Buxton

Manager, Heavy Vehicle Access,
Department of State Growth

Simon Buxton has worked in the roads and bridges industry for over 41 years, working in the UK and Australia in both the public and private sectors. He is currently the Manager of Heavy Vehicle Access at the Department of State Growth in Tasmania. Simon is the architect of the world-leading Tasmanian Heavy Vehicle Access Management System (HVAMS). It is the first fully automated access system for restricted access vehicles in Australia and is paving the way for access certainty for industry and greater sustainability for road manager assets.



John Gordon

Manager, Strategic
Development, Transport
Certification Australia

John Gordon is Manager, Strategic Development at Transport Certification Australia, and holds a Bachelor of Science degree. He has over 20 years' experience in transport strategy and policy, including five years as a consultant to several national transport bodies. This work included national stakeholder engagement and work program prioritisation, leading the horizon scanning and strategy branch of Queensland's Transport and Main Roads, and project managing key elements of the national Heavy Vehicle Charging and Investment program.





Dr Sarah Jones

Managing Director, Driven

Dr Sarah Jones is one of Australia's foremost authorities on road transport regulation and supply chains. She is the Managing Director of the consulting firm Driven.

Dr Jones sits on several boards including the Industry Advisory Board for Healthy Heads in Trucks and Sheds, the Austroads Charting a path to eliminating road death and serious injury Expert Advisory Panel and the Truck and Bus Safety Committee at the Transportation Research Board in Washington.

Dr Jones has formerly held senior roles at Toll Group, the National Transport Commission and the Western Australian Department of Transport. She is widely published in Australia and internationally and was recognised as one of Australia's 100 Women of Influence for her work in transport public policy in 2013.



Steve Verity

Principal Advisor, Institute of Public Works Engineering Australasia (IPWEA)

Steve is a fellow member of the Institute of Public Works Engineering Australasia (IPWEA). He has over 30-years' infrastructure management experience across the public and private sectors. He is a prominent thought leader in the sustainable management of built infrastructure assets and is the Principal Advisor for the IPWEA Asset Management Program. Steve is regularly sought by governments on various infrastructure planning and reporting reform initiatives.



Rohit Srivastava

Director, Infrastructure, Berrigan Shire Council

Rohit works as Director, Infrastructure at Berrigan Shire Council, NSW. He has more than 20 years of experience in managing public infrastructure and has worked for utilities, engineering consultants, management consultants and local government. He believes in continuous improvement and likes to share the lessons drawn from challenges faced by Berrigan Shire during and after 2022 flood event – how Council managed the flood damage assessment, claim process and the works.



Ben Rippingale

ANZ Business Lead, Vivacity Labs Australia & New Zealand

Ben Rippingale is the Business Lead for Vivacity Labs Australia & New Zealand. Ben is a seasoned business leader in the field of Spatial Sciences, helping domain experts identify solutions to complex design and operational issues through a combination of bespoke and Commercial-Off-The-Shelf software, Software as a Service, Artificial Intelligence and Machine Learning, and Internet-of-Things technologies.



Associate Professor Ben Beck

Head of Sustainable Mobility & Safety Research, School of Public Health and Preventive Medicine, Monash University

Associate Professor Ben Beck is the Head of Sustainable Mobility & Safety Research in the School of Public Health and Preventive Medicine at Monash University and an Australian Research Council Future Fellow. Ben is an internationally renowned leader in active transport research, especially in relation to bike riding. He established and leads an interdisciplinary program of research that brings together experts in public health, urban and transport planning, engineering, complex systems science, data science and AI, behaviour change and road safety to advance the safety, accessibility and equity of active mobility. Ben's program of research is underpinned by developing world-leading data systems, cutting-edge methods and data-driven solutions, and partnering with government, industry, not-for-profit organisations and the community to untap the potential of active transport to transform population and planetary health.



Warren Sharpe

Director, Warren Sharpe Strategic Services Pty Ltd

Warren Sharpe OAM recently retired as Director Infrastructure Services after 38 years of service to the Eurobodalla community on the south coast of NSW.

Warren was also Eurobodalla's Local Emergency Management Officer, including during the devastating 2019-20 bushfires and numerous flood and storm disasters over more than two decades, as well as through the COVID-19 pandemic.

Warren authored the Eurobodalla Critical Infrastructure Resilience Plan 2020 (last updated 2022) and various responses to the NSW Bushfire Inquiry and Royal Commission into National Natural Disasters. He also led the infrastructure and agriculture recovery post the bushfires and floods.

Warren is well known in the LG sector given his long term commitment to the broader sector as Immediate Past President IPWEA NSW/ACT, a member of the NSW Roads and Transport Directorate and South East Australian Transport Strategy Inc as well as other State and Australasian committees and Boards.



Dr Ian Faulks

Partner, Safety and Policy Analysis International

Dr Ian Faulks is a psychologist working in transportation safety, traffic policing and workplace safety. He has particular interests in traffic safety, graduated driver licensing systems, traffic offender management, road policing, and human factors aspects of new automotive and digital technologies.



Tracey Norberg

Road Safety & Traffic Officer,
Goulburn Mulwaree Council

Tracey Norberg has worked as a Road Safety and Traffic Officer for the past 9 Years with Goulburn Mulwaree Council. In that time Tracey has implemented projects covering speed, motorcycles, learner drivers, fatigue, drink driving, the heavy vehicle industry and older drivers. Tracey also works closely with local schools to address driver education and infrastructure standards to improve pedestrian safety.

Tracey is also responsible for analysing local crash data to apply for Black Spot funding on local roads, and is the secretary of the ACRS ACT Chapter. She also works for a Road Safety Audit company as a lead auditor, and has carried out road safety audits on the Snowy 2.0 heavy vehicle haulage route, the new design of Nowra Bridge and upgrades to the Newell Highway.



Cr Matthew Deeth

Chair, Regional Growth Alliance

Cr Matthew Deeth has been Chair of the National Growth Areas Alliance since 2019, representing fast-growing local governments in outer metropolitan areas of Australia's capital cities, where 5.3million people live. Matt is the Deputy Mayor at Wollondilly Shire Council in Sydney's outer southwest. He was first elected to Council in 2016 and served as Mayor in 2018/20. He has lived in Wollondilly all his life and is raising two young children there with his wife. Matt is passionate about the opportunities offered by fast-growing communities which are too often hampered by incremental, ad-hoc and uncoordinated planning decisions which leave a substantial cost for local government now and into the future.



VENUE

The Kambri Cultural Centre is a vibrant hub of culture and community located at the Australian National University in Canberra, Australia. This state-of-the-art facility is home to a diverse range of arts and cultural events, including exhibitions, performances, workshops, and talks. With its stunning architecture and beautiful natural surroundings, the Kambri Cultural Centre is a must-visit destination for anyone interested in exploring the rich cultural heritage of Australia and the wider world. Whether you're a student, a local resident, or a visitor to Canberra, there's something for everyone at the Kambri Cultural Centre.

CULTURAL CENTRE KAMBRI, ANU

Tangney Road, Acton, ACT 2601

LOCATION

Australian Capital Territory (ACT) is known for its leafy suburbs, wide-open spaces, and beautiful scenery, Canberra offers a unique blend of history, culture, and modernity.

As the seat of government, Canberra is home to many national institutions, including the Australian Parliament House, the Australian War Memorial, and the National Gallery of Australia. Visitors can explore these world-class museums and galleries, as well as enjoy the beautiful parks and gardens that surround them.

Canberra also boasts a thriving food and wine scene, with a range of cafes, restaurants, and bars serving up delicious cuisine and local wines. The city is also a hub of outdoor activity, with ample opportunities for hiking, cycling, and exploring the surrounding nature reserves and parks.

Whether you're interested in history, culture, food, or outdoor adventure, Canberra has something for everyone. Come and discover this beautiful city for yourself!

REGISTRATION

**REGISTER ONLINE AT
ROADSCONGRESS.COM.AU**

EARLY REGISTRATION \$895

Payment received on or before Friday 18 August 2023

LATE REGISTRATION \$990

Payment received after Friday 18 August 2023

DAY REGISTRATION \$500

Rate is per day

REGISTRATION INCLUDES:

- » Attendance at all Congress sessions
- » One ticket to the Welcome Drinks, Tuesday
- » One ticket to the Congress Dinner, Wednesday
- » Morning tea, lunch and afternoon tea as per the Congress program
- » Congress satchel and materials

PAYMENT PROCEDURES

Payment can be made by:

- » Credit card: MasterCard or Visa
- » Electronic Fund Transfer:

Account: ALGA Roads Congress

Bank: Commonwealth

Branch: Woden ACT

BSB No: 062 905

Account No: 1014 6120

CANCELLATIONS OR ALTERATIONS

All alterations or cancellations to your registration must be made in writing and will be acknowledged by email. Notification should be sent to:

Conference Co-ordinators

PO Box 905
WODEN ACT 2606

E-mail: conference@confco.com.au

An administration charge of \$110.00 will be made to any participant cancelling before Friday 4 August 2023.

Cancellations received after Friday 4 August 2023 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost.

By submitting your registration you agree to the terms of the cancellation policy.

PHOTOGRAPHS

There will be photographs taken at the Congress during the sessions and social functions. If you have your photo taken it is assumed that you are giving consent for ALGA to use the image. Images may be used for print and electronic publications.

PRIVACY DISCLOSURE

ALGA collects your personal contact information in its role as a peak body for local government. ALGA may disclose your personal contact information to the sponsors of the event for the purposes of commercial business opportunities.

If you consent to ALGA using and disclosing your personal contact information in this way, please tick the appropriate box on the registration form.

Importantly, your name may also be included in the Congress List of Participants. You must tick the appropriate box on the registration form if you wish your name to appear in this list.

All prices quoted include GST

ALGA ABN 31 008 613 876

ACCOMMODATION

You can book your accommodation when you register online:
ROADSCONGRESS.COM.AU



AVENUE HOTEL - 5 Star

80 Northbourne Avenue, Canberra

The Avenue Hotel is 5 star options in the Canberra city and offers guests both studio and apartment style rooms. The hotel is a 15-minute walk to the Congress venue and has an onsite restaurant and bar, 24 hour reception, room service, gymnasium, undercover parking (charges apply per night) and guest lounge. All rooms have king size beds, rainfall showers, balconies, mini bar and free WiFi. The apartments also have a fully functioning kitchen.

Twin option is only available in superior rooms and consists of two king singles.

Superior King Rooms: \$290 per night

1 Bedroom Apartments: \$330 per night



NOVOTEL CANBERRA - 4 Star

65 Northbourne Avenue, Canberra

Located on Northbourne Avenue, one of Canberra's main thoroughfares, the Novotel is a 10 minute walk from the Congress venue.

The hotel offers 24 hour reception and room service, an onsite restaurant and bar, a newly renovated indoor pool, gymnasium and undercover parking (charges apply per night).

Standard rooms have a queen size bed, mini bar, tea/coffee making facilities, internet access (for a fee), pay per view movies and climate control air-conditioning.

Standard Queen Room: \$245 per night

Rates listed are only available on the congress website and are room only.

CONGRESS SOCIAL PROGRAM



WELCOME RECEPTION

TUESDAY 5 SEPTEMBER: 5.00PM - 7.00PM

This year the Congress welcome reception & exhibition opening will be on-site at the Kambri Cultural Centre, ANU. This will be a great opportunity for delegates and exhibitors to network.

- Included in full registration fees
- \$50 for guests
- Dress code: Smart casual



CONGRESS DINNER

WEDNESDAY 6 SEPTEMBER: 6.30PM - 10.30PM

The venue is the visitors centre at the National Arboretum.

The National Arboretum Canberra is a 250-hectare attraction located in the Australian Capital Territory. It features a vast collection of rare and endangered trees from around the world, as well as several gardens, walking trails, and architectural landmarks.

- Included in full registration fees
- \$95 for guests
- Dress code: Smart casual



EXHIBITION AND SPONSORSHIP OPPORTUNITIES



Book your booth for the 2023 National Local Roads, Transport & Infrastructure Congress now!

The Congress delegates are key influencers and decision makers within councils, so the Congress provides a valuable networking and sales opportunity for businesses and organisations who want councils to use their products and services. Councils in Australia are big businesses with an annual expenditure of around \$43 billion. Around \$10 billion of this is spent on roads and other community assets.

In 2020-21, local government non-financial assets including roads, community infrastructure such as buildings, facilities, airports, water, and sewerage were valued at more than \$500 billion. Councils also employ 190,800 people, across more than 400 different occupations.

If you are interested in exhibiting, please call Conference Co-ordinators for more information on 02 6292 9000.

ALGA also has a range of sponsorship opportunities available for the 2023 Congress in Canberra. You can have a sponsorship package tailored to your requirements.

For further information about sponsorship contact ALGA on 02 6122 9400 or events@alga.asn.au

Visit the website to book a booth now:

RoadsCongress.com.au

9.4 DIRECTOR PLANNING AND ENVIRONMENT REPORT AND SUPPLEMENTARY MATTERS

9.4.1 MATHOURA COMMON REQUIRED MAINTENANCE OR RECOMMENDED CHANGE OF USE.

File Number: -

Author: Mark Birrer, Coordinator Compliance Ranger

Authoriser: Rod Croft, Director Planning & Environment

RECOMMENDATION

That

1. Council writes to the owner of stock currently under agistment on the Mathoura Common to inform them that all stock must be removed from site with reasonable notice.

BACKGROUND

Council received a complaint about stock being on the road near the Mathoura Common (Council owned land). No stock was found when Rangers attended however an inspection was conducted of the boundary fence to confirm if it could adequately contain stock and to identify any maintenance requirements.

The inspection confirmed that a substantial amount of boundary fence requires replacement to safely contain stock and reduce risk to motorists. Several horses were seen on the Common during the inspection.

A fencing contractor was engaged to provide a quote to replace the boundary fence running along the Mathoura-Bunnaloo Road and around the cemetery. This equated to around 705 metres of fence. In addition, a further 1,500 metres of boundary fence would require replacement to safely contain stock and reduce the potential risk to the public and mitigate liability to Council. The total area of the Mathoura Common is 78 hectares. The costs associated with replacing the fences is approx. \$33,957 including GST.

DISCUSSION

Council has 3 options in relation to the Mathoura Common, they are:

1. Do nothing.
2. Replace the fence and make the site secure to hold stock.
3. Instruct the person/people placing stock on site that they must be removed.

Do nothing is not an option, the risk to motorists and liability to Council is too high.

Council received no income from agistment on the Mathoura Common in the 2022/23 year. The owner of the horses on the Common is not known and will need to be identified by Officers.

Replacing the fences and making the site stock proof will cost \$33,957 (inc GST) and is not recommended due to the high cost and low benefit received.

Given the poor condition of the pasture and therefore low stocking rate it is estimated that Council could expect to receive approximately \$5,000 per year should the Common be stocked with cattle.

At the moment there are a few horses on site, thus income would only be a few hundred dollars per year.

Officers recommend advising the person placing stock on site to remove them and inform them that the Common is not to be stocked and conclude the agistment of the Council land.

STRATEGIC IMPLICATIONS

3. Strategic Theme 3: A place of Liveable Communities

3.13 - Update and review our open spaces to reflect community wants and needs - Upgrade, enhance and maintain Parks and Open Spaces that connect Communities and are accessible.

BUDGETARY IMPLICATIONS

There is no funding in the current budget to undertake work at the Mathoura Common. As detailed earlier in this report \$33,957 will be required to undertake the works and make the site stock proof.

Should Council agree not to replace the fences and cease agistment at the Common approximately \$2,500 would be required annually to conduct boundary slashing of grass to reduce the fire risk.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Public Spaces (Unattended Property) Act 2021

RISK ANALYSIS

- **What can happen?**

Stock located on the Mathoura Common could escape due to the very poor condition of the current fences and cause a risk to the public particularly motorists.

- **How can it happen?**

The fences at the Mathoura Common are in very poor condition and stock can easily move through them onto the roadway.

- **What are the consequences of the event happening?**

Risk of injury to the public, damage to property and potential death should a motor vehicle collide with a large animal such as a horse.

- **What is the likelihood of the event happening?**

Given Council has received at least one report of stock on the road and the very poor condition of the fences it is very likely that an event could occur.

- **Adequacy of existing controls?**

Inadequate, the current fence is in very poor condition and is not stock proof.

- **Treatment options to mitigate the risk?**

Destock the site and inform the person placing stock there that it cannot occur.

CONCLUSION

Officers recommend the Mathoura Common be destocked as the risk associated with agistment practises and/or constructing a new fence to contain stock would mean the costs would outweigh the benefits for both options associated with allowing stock on the property.

ATTACHMENTS

Nil

9.4.2 HORSESHOE LAGOON - FINAL LANDSCAPE DESIGN FOR AWARENESS

File Number: -

Author: Matthew Sherman, Project Manager Meninya Street Precinct Project

Authoriser: Rod Croft, Director Planning & Environment

RECOMMENDATION

That Council notes the final landscape design for Horseshoe Lagoon.

BACKGROUND

Murray River Council applied for funding in 2022 to enhance the northern embankment of Horseshoe Lagoon under the Strong Country Community Fund Round 5. In 2023, Council was awarded approximately \$440,000.00 to enhance the space in line with the community strategic plan focusing on streetscaping, master planning and placemaking. The intent of this project is to improve visibility of Horseshoe Lagoon to the public and to create this area as a precinct for residents and tourists to spend time and enjoy nature.

The project was identified in the 2019 Meninya Street Master Plan where Horseshoe Lagoon was identified as a point of interest and opportunity for enhancement. Consultation with surround parties occurred including operating business and local community groups including the Local Aboriginal Land Council on the project going ahead. Landscape construction designs have recently been completed for the project by consultants Thomson Hay Landscape Architects.

DISCUSSION

Final Landscape Designs for the Horseshoe Lagoon Precinct are attached into this report for noting by Council. Council is welcome to comment on the design although due to this project being operational in nature, no hold point has been applied for Council decision making or review.

STRATEGIC IMPLICATIONS

3. Strategic Theme 3: A place of Liveable Communities

3.10 - Strategic planning which produces consistent, strategic, transparent outcomes - Streetscaping / Master Planning / Placemaking.

BUDGETARY IMPLICATIONS

Project has a value of approx. \$440,000.00 which is externally funded by the Stronger Country Community Fund.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS**RISK ANALYSIS**

- What can happen?


No moderate or major risks were identified due to consultation already occurring and the project being considered minor in nature due to work being primarily footpath upgrades and landscaping.

- **How can it happen?**
Not applicable – no risks identified.
- **What are the consequences of the event happening?**
Not applicable.
- **What is the likelihood of the event happening?**
Not Applicable.
- **Adequacy of existing controls?**
Not Applicable.
- **Treatment options to mitigate the risk?**
No treatment required.

CONCLUSION

Council is recommended to note the provided report and attached designs for the Horseshoe Lagoon Precinct.

ATTACHMENTS

1. **Horseshoe Lagoon Entry - Final Landscape Design** [↓](#) 

HORSESHOE LAGOON ENTRY

Landscape Documentation

Shaw Street, MOAMA

DRAWING INDEX

Drawing No. Drawing Name

LANDSCAPE

2312 - D00	Cover Sheet
2312 - D01	Demolition Plan
2312 - D02	Landscape Site Plan & Furniture Schedule
2312 - D03	Detail Landscape Plan 1
2312 - D04	Detail Landscape Plan 2
2312 - D05	Levels and Grading Plan
2312 - D06	Landscape Sections
2312 - D07	Setout Plan
2312 - D08	Drainage & Irrigation Plan
2312 - D09	Planting Plan 1
2312 - D10	Planting Plan 2 & Plant Schedule
2312 - D11	Wall Details
2312 - D12	Fencing and Bollard Details
2312 - D13	Balustrade Details
2312 - D14	Surface Details
2312 - D15	Landscape Details
2312 - D16-D17	Landscape Specification 1 & 2

These plans are to be read in conjunction with RMG Engineering Dwg's - Ref No. 230257

BEFORE YOU DIG & SERVICES NOTE:

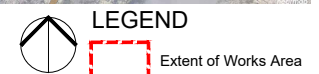
- Unless otherwise specified on the drawings all measurements, lengths, heights, areas and distances to be determined from dimensions and NOT scaled off the drawings.
- Before commencement of any works it is the responsibility of the Landscape Contractor to contact Before You Dig for information on services in the area shown on the plan (www.byda.com.au/)
- The locations of underground services are approximate only and their exact position should be proven on site. No guarantee is given that all existing services are shown. The Contractor shall verify the location and depth of all services by an underground services locator prior to commencing work on site.
- The Contractor must have a copy of BYDA information and plans on site at all times.
- The Contractor shall be liable for any damage to services during the landscape works contract.
- All planting shall be planted in locations shown on this plan.
- Any change in plant species and locations must have the approval of the Superintendent.
- Trees shall not be planted less than the following distances from existing elements, unless otherwise stated in the documentation:
 - ~ Footpaths - 1.2m
 - ~ Driveways and Crossovers - 3.0m
 - ~ Stormwater and sewerage pits - 2.0m
 - ~ Intersections - 10.0m
 - ~ Service Crossings - 2.0m
 - ~ Kerb and Channel - 2.0m
 - ~ Street lights - 4.0m
- The Superintendent is to inspect plants supplied by the Contractor prior to planting.

GENERAL NOTES:

- Each drawing is to be read in conjunction with other drawings of the set.
- This drawing is not to be scaled.
- All materials / finished constructions etc. are to comply with all relevant codes, standards, by-laws, Building Code of Australia etc.
- No variation is to be made to this drawing without the prior approval of the principal and/or superintendent.
- Contractor to note that the required location and dimensions of works may not correspond exactly with existing conditions.
- Contractor to verify all dimensions and levels prior to the commencement of works.
- Contractor to verify locations of all services prior to the commencement of works.
- Stormwater / agricultural drainage to be constructed in an approved manner and connected to the existing system in a location and manner approved by the relevant authority.
- All landscape areas to have minimum crossfalls to allow drainage towards pits, gutters or nominated drainage points in accordance with landscape architects specification.
- Foundations, excavations, reinforcement placement etc. to be inspected and approved by the structural engineer / building surveyor prior to any concrete placement.
- All landscape works including path gradients, handrails, balustrades, tactile ground surface indicators etc. to comply with all relevant Australian Standards.



SITE PLAN
NTS



BASE INFORMATION NOTE:

Base information derived from the following sources:

- Aerial Nearmap Photo (January 28, 2023)
- Survey Plan (prepared by HEC, April 2023)

Due to possible distortions associated with the aerial photograph, the location of existing and proposed features are approximate only and should be verified on site prior to commencement of works.

All dimensions / areas shown are approximate only and should be confirmed on site.

Not all underground services are shown on these plans. It is the contractors responsibility to investigate and confirm services locations prior to works commencement.

ABORIGINAL CULTURAL HERITAGE NOTE:

Discovery of Aboriginal Cultural Heritage

At all times during the construction of this project, the construction team is to avoid unlawful harm to Aboriginal cultural heritage. The following steps must be taken by the construction team if any item with suspected Aboriginal cultural heritage is identified during the site works:

- All works must cease and temporary safety webbing or fencing erected without ground disturbance at a distance of 10 metres (buffer zone) around the location of the suspected Aboriginal cultural heritage, with signage displayed clearly identifying the location as a 'No-Go-Zone'. The suspected Aboriginal cultural heritage must not be removed. Work may continue in other parts of the Activity Area outside of the buffer zone.
- A suitably qualified Heritage Advisor and Registered Aboriginal Party (RAP) must be notified of the discovery by Murray River Council within two working days.
- A Heritage Advisor and a RAP representative must inspect the reported discovery as soon as possible to determine if it is Aboriginal cultural heritage. If the reported discovery is determined not to be Aboriginal cultural heritage by the Heritage Advisor and the RAP representative, the activity may recommence, subject to superintendent approval.
- If the reported discovery is confirmed to be Aboriginal cultural heritage by the Heritage Advisor and the RAP representative, a decision or condition as to the management of the Aboriginal cultural heritage must be made within three working days by the Heritage Advisor in consultation with Murray River Council and RAP representative.
- If an agreement is not reached between the Heritage Advisor, the RAP and Murray River Council in regard to the management and protection of the Aboriginal cultural heritage, this will be classed as a dispute and will need to be managed as one. A qualified Cultural Heritage Advisor will be needed to guide all parties through this process.

TREE PROTECTION ZONE (TPZ) NOTE:

Trees within extent of works to be retained:

There has been no arborist report to assess the existing trees on this site and define a TPZ. The Tree Protection Zone is defined by the dripline of the canopy of retained trees.

The Tree Protection Zone is to be delineated on site by a physical barrier of protective fencing that is a minimum of 1.8m high. The fencing is to be installed around retained trees prior to site establishment and retained intact until completion of the works. The TPZ fencing should be located by a qualified arborist & erected before any machinery or materials are brought onto the site and before the commencement of works including demolition. Once erected, protective fencing must not be removed or altered without approval by the project arborist. The TPZ fencing should be secured to restrict all access to the tree.

TPZ fencing is to consist of chainwire / mesh / galvanised steel post panels, held in place with concrete feet as per the AS4970 Section 4.3 Protective Fencing. This fencing is to be maintained in good condition, without relocation and as a physical barrier for the extent of the development period.

Trees beyond the extent of works:

All trees beyond the extent of works are to be retained. Where required by the project manager the contractor is to provide tree canopy dripline fencing consisting of fluoro barrier mesh or fluoro bunting flags without disturbing the ground surface. This fencing is to be maintained in a secure condition and as a physical barrier for the extent of the development period.

TPZ signs

Signs identifying the TPZs should be placed around the edge of the TPZ and be visible from within the development site and be maintained on the fencing for the extent of the development period.

A typical example of a TPZ sign is shown below.



Activities restricted within the TPZ include but are not limited to:

- | | |
|---|--|
| <ul style="list-style-type: none"> - vehicular or pedestrian access - machine excavation including trenching - excavation for silt fencing - cultivation and landscaping - trenching or soil excavation - storage or dumping of materials, site office locations - storage / preparation / dumping of chemicals, including preparation of cement products - parking of vehicles and plant | <ul style="list-style-type: none"> - refuelling - dumping of waste - wash down and cleaning of equipment - placement of fill - lighting of fires - soil level changes - temporary or permanent installation of utilities and signs - construction of entry or exit pits for underground services <p>Any other actions or activities that may cause physical damage to the tree</p> |
|---|--|

TPZ Maintenance

The fenced TPZ areas within the extent of works should be mulched to retain soil moisture throughout the period of the contract. The mulch must be maintained to a depth of 50-100mm. Where the existing landscape within the TPZ is to remain unaltered (e.g. garden beds or turf) mulch may not be required. Soil moisture levels should be regularly monitored by a qualified arborist. Temporary irrigation or watering may be required within the TPZ. An above-ground irrigation system should be installed and maintained by a competent individual. All weeds should be removed by hand without soil disturbance or should be controlled with use of appropriate herbicide.

Working within the TPZ

Some works and activities within the TPZ may be permitted by the determining authority. These must be directly supervised on site by a qualified arborist. Any additional encroachment that becomes necessary as the site works progress must be reviewed by the arborist and be acceptable to the determining authority before being carried out.

Excavation for softfall mulch, footpaths, planting holes, fence posts, garden edging, etc. should be undertaken manually within the TPZ of trees to be retained. If significant roots (greater than 30mm diameter) are encountered these are to be retained unscathed and the location of the landscape component shifted. Any small roots are to be cleanly pruned by the arborist, at right angles, using sharp, clean tools.

Trunk, Branch and Crown Protection

Where trees cannot be isolated from vehicles or machinery by TPZ fencing, trunk and branch protection may be required to prevent mechanical damage. Protection may consist of padding surrounding the trunk or branch, held in place with batons strapped together, or similar. Boards are to be strapped to trees, not nailed or screwed. Crown protection may also include pruning, tying-back of branches or other measures. If pruning is required, it must be undertaken by a qualified arborist and as per the specifications of AS 4373-2007 Pruning of Amenity Trees and should be undertaken before the establishment of the TPZ.

Prepared for: MURRAY RIVER COUNCIL

Date: 4 AUGUST 2023

Scale: AS SHOWN @ A1 SHEET SIZE

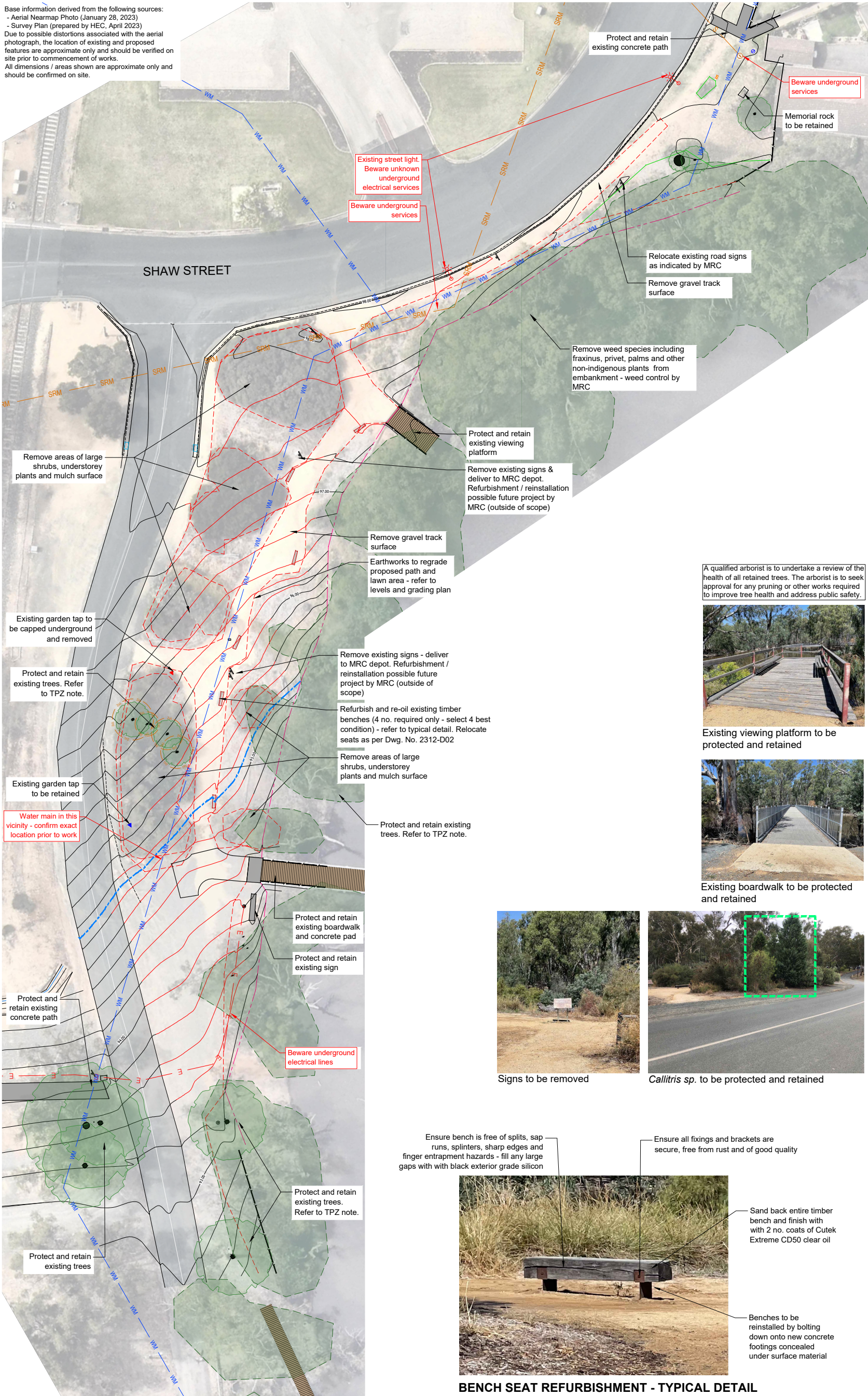
Drawn: GC / LG

Checked: CR / DH

Drawing No - 2312 - D00



Base information derived from the following sources:
 - Aerial Nearmap Photo (January 28, 2023)
 - Survey Plan (prepared by HEC, April 2023)
 Due to possible distortions associated with the aerial photograph, the location of existing and proposed features are approximate only and should be verified on site prior to commencement of works.
 All dimensions / areas shown are approximate only and should be confirmed on site.



LEGEND

- Existing asphalt road
- Existing kerb
- Existing concrete surface
- Existing deck surface
- Existing fence / balustrade
- Existing top of bank
- Major 2022 flood level
- Existing contours at 200mm interval
- Existing tree
- Existing tree canopy

DEMOLITION

- Existing item to be removed
- Existing contours to be regraded
- Existing sign to be removed / relocated
- Existing bench to be refurbished & relocated
- Existing street lamp

SERVICES

- Existing sewer rising main
- Existing underground electrical cable and pit
- Existing tap
- Existing tap to be removed
- Approximate location of raw water main (not surveyed)

A qualified arborist is to undertake a review of the health of all retained trees. The arborist is to seek approval for any pruning or other works required to improve tree health and address public safety.



Existing viewing platform to be protected and retained



Existing boardwalk to be protected and retained



Signs to be removed



Callitris sp. to be protected and retained

Ensure bench is free of splits, sap runs, splinters, sharp edges and finger entrapment hazards - fill any large gaps with black exterior grade silicon

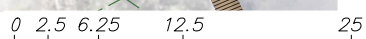
Ensure all fixings and brackets are secure, free from rust and of good quality



Sand back entire timber bench and finish with 2 no. coats of Cuttek Extreme CD50 clear oil

Benches to be reinstalled by bolting down onto new concrete footings concealed under surface material

BENCH SEAT REFURBISHMENT - TYPICAL DETAIL
NTS



SCALE: 1:250



Project Name & Address:
HORSESHOE LAGOON ENTRY
 Shaw Street, MOAMA

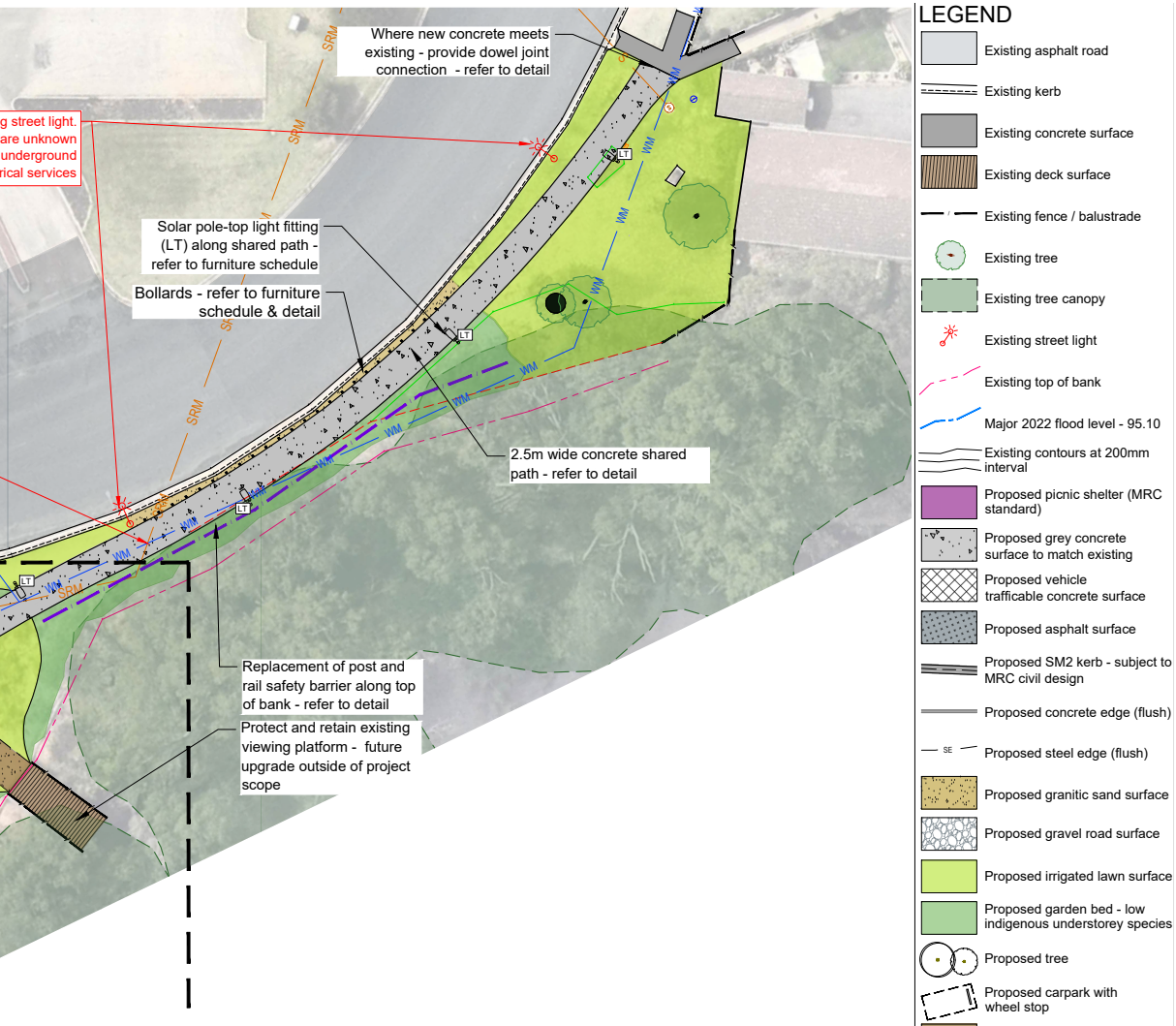
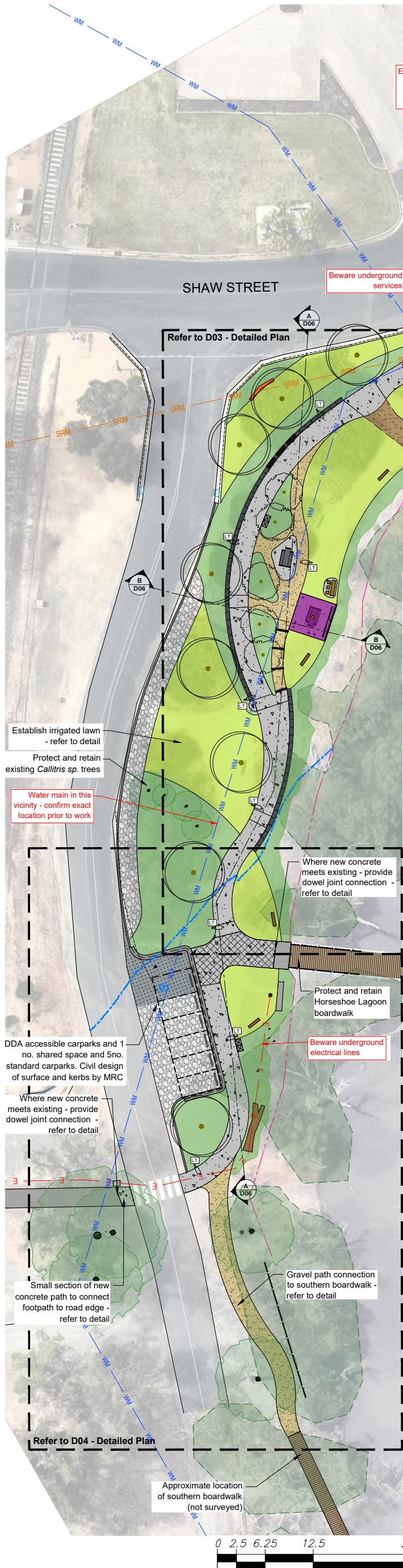
Drawing Title:
DEMOLITION PLAN

Client:
MURRAY RIVER COUNCIL

Date: AUGUST 4, 2023
 Scale: 1:250 @ A1 Sheet Size
 Drawn: GC / LG
 Checked: CR / DH
 Planning Ref: N/A
 Drawing No:
2312 - D01

THOMSON HAY
 LANDSCAPE ARCHITECTS

130 Howards Rd, Wattle Flat VIC 3352
 T 03 5324 5271 W www.thomsonhay.com



LEGEND

- Existing asphalt road
- Existing kerb
- Existing concrete surface
- Existing deck surface
- Existing fence / balustrade
- Existing tree
- Existing tree canopy
- Existing street light
- Existing top of bank
- Major 2022 flood level - 95.10
- Existing contours at 200mm interval
- Proposed picnic shelter (MRC standard)
- Proposed grey concrete surface to match existing
- Proposed vehicle trafficable concrete surface
- Proposed asphalt surface
- Proposed SM2 kerb - subject to MRC civil design
- Proposed concrete edge (flush)
- Proposed steel edge (flush)
- Proposed granitic sand surface
- Proposed gravel road surface
- Proposed irrigated lawn surface
- Proposed garden bed - low indigenous understorey species
- Proposed tree
- Proposed carpark with wheel stop
- Proposed reclaimed gravel path - to be concreted in future
- Approximate location of raw water main (not surveyed)
- Solar pole top path light

FURNITURE SCHEDULE

Legend	Code & Item	Description & Finish	Supplier	Contact details	Quantity
	MRC Picnic Shelter with shelter feature panel	5 x 5m MRC standard shelter with skillion roofline. Posts & steel members, guttering and downpipe - colour 'Monument' or similar approved. Colorbond roofing - 'Surfmist' or similar approved. Footings & fixing to structural engineering drawings and specification. 3mm mild steel laser cut feature panels with 'Bubble' pattern - refer to detail	Murray River Council	Luke Keogh 0418 544 230 lkeogh@murrayriver.nsw.gov.au	1
	MRC Picnic Shelter Balustrade	Refer to details	Contractor to supply and install		
	IXTS-SM-TIM-003-WRX Integra-EX Table Setting Wheelchair Accessible or similar approved	2370 x 1480mm surface mount picnic table and bench seat setting with one end wheelchair accessible. Aluminium powdercoat frame. Colour: Monument. Aluminium Slats. Colour: TimberImage - Blackbutt. Slat end caps. Colour: Monument	Grillex	Josh Richardson josh.richardson@grillex.com.au 1300 552 102	2
	HYV-TS-SM-003-PD Hyve Bar Picnic Table	2000mm long surface mount bar style picnic table with 3no. bar stools. Aluminium powdercoat frame. Colour: Monument. Aluminium Slats. Colour: TimberImage - Blackbutt			1
	Custom length IXBS-PM-TIM-002-PD Seat top to Gabion basket	1544mm x 570mm bench seat top with aluminium slats (TimberImage - Blackbutt) and frame fixed to top of gabion baskets - refer to detail.			3
	Bench Seat - Relocated & refurbished	2000mm (L) x 400mm (W) x 400 - 500mm (H) - refer to typical refurbishment detail	Contractor to refurbish and re-install		4
	852 - 800 series bin surround with pyramid cover	240 Lt Dual Bay Litter & Recycling bin surround. High pyramid covers with frogmouth opening. Cover: powdercoat Red & Yellow. Panel: 304 Stainless Steel with perforation pattern: BS Decal: A4 Size Decal 7498G/RUB and 7498G/REC. Bolt down mounting. Install via manufacturer's specifications.	Draffin Manufacturing Pty Ltd	Draffin Manufacturing Pty Ltd PH: +61 3 9720 1033 info@draffin.com.au	1 set (+ 1 future set)
	PM-RS-03-GM-915 Ground Mounted Refill Station with PM-AK-01 Drinking Fountain Arm Kit	1.5m high drinking fountain / refill station with Touch Free sensor taps, custom artwork panels and LoraWAN remote monitoring smart meter. Bolt down mounting. Install via manufacturer's specifications.	MeetPat	Will Miles 0412 832 759 will@meetpat.com.au	1
	Post and Rail fence	200x100mm hardwood timber posts at 2800-3000mm cts with 180x50mm hardwood timber rails. Corner posts are 200x150mm - refer to detail.	Contractor to supply and install		41 lin. m
	Bollard	100 x 100mm SHS bollard powdercoated/painted black with reflective tape strip - refer to detail	Contractor to supply and install		25
	Concrete wheel stop	1650 x 160 x 100mm concrete wheel stop - to MRC civil design			1
	Carpark steel removable bollard	Shared zone disable parking removable bollard - subject to MRC civil design			1
	ECCO30W EcoEdge Solar Light	Solar pole-top lighting. 30 Watt, IP66. Light colour: 3000K. Flange mount. Fitting mounting height: 5.0m. Beam angle: TYPE III-M - 116.7. Operation mode: Program 23. Post & fitting colour: Black. Install via manufacturer's specifications.	Vizona	Gavin Cook 0439 902 636 gavin@vizona.com.au	12
	Entry Sign	Future 'HORSESHOE LAGOON' entry sign	By MRC - outside of contract scope		

LANDSCAPE SCHEDULE

Legend	Code & Item	Description & Finish	Supplier	Contact details	Quantity
	Gabion baskets	300 or 500(h) x 500(w) x 1000mm(L) gabion basket with 50mm x 50mm aperture x 4mm dia. medium tensile heavy galvanised / Galfan coated wire mesh panels. Assembled with spiral binders as per suppliers specification. Rock type to be sandstone or mudstone or similar approved. Refer to details.	BASKETS: Gabion Walls Australia ROCKS: Pyrenees Quarries	1300 87 00 47 sales@gabionwalls.com.au Pyrenees Quarries: Glenn py27578@bigpond.net.au PH: 5470 5288 M: 0417 035 083	45 tall 22 short
	Sleeper steps	200 x 75mm Red Gum timber sleeper - refer to detail	Contractor to supply and install		4
	Large retaining log	800mmØ (nom.) x 6000mm nom. long reclaimed timber log (or 2no. 3000mm long logs) - refer to detail	Murray River Council	Luke Keogh 0418 544 230 lkeogh@murrayriver.nsw.gov.au	1

BEFORE YOU DIG
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Project Name & Address:
HORSESHOE LAGOON ENTRY
Shaw Street, MOAMA

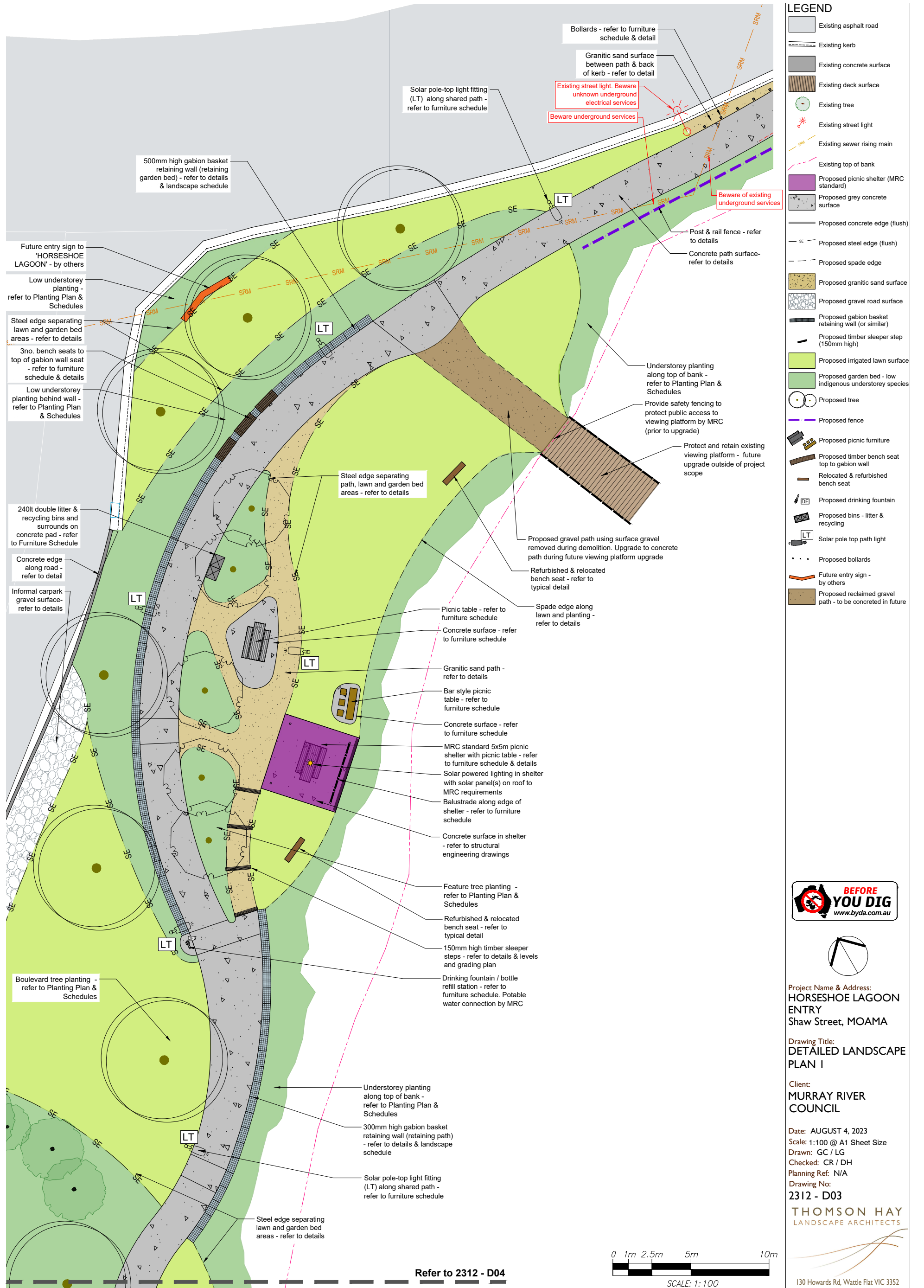
Drawing Title:
LANDSCAPE SITE PLAN & FURNITURE SCHEDULE

Client:
MURRAY RIVER COUNCIL

Date: AUGUST 4, 2023
Scale: 1:250 @ A1 Sheet Size
Drawn: GC / LG
Checked: CR / DH
Planning Ref: N/A
Drawing No: 2312 - D02

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T 03 9334 9371 W www.thomsonhay.com



Project Name & Address:
HORSESHOE LAGOON ENTRY
 Shaw Street, MOAMA

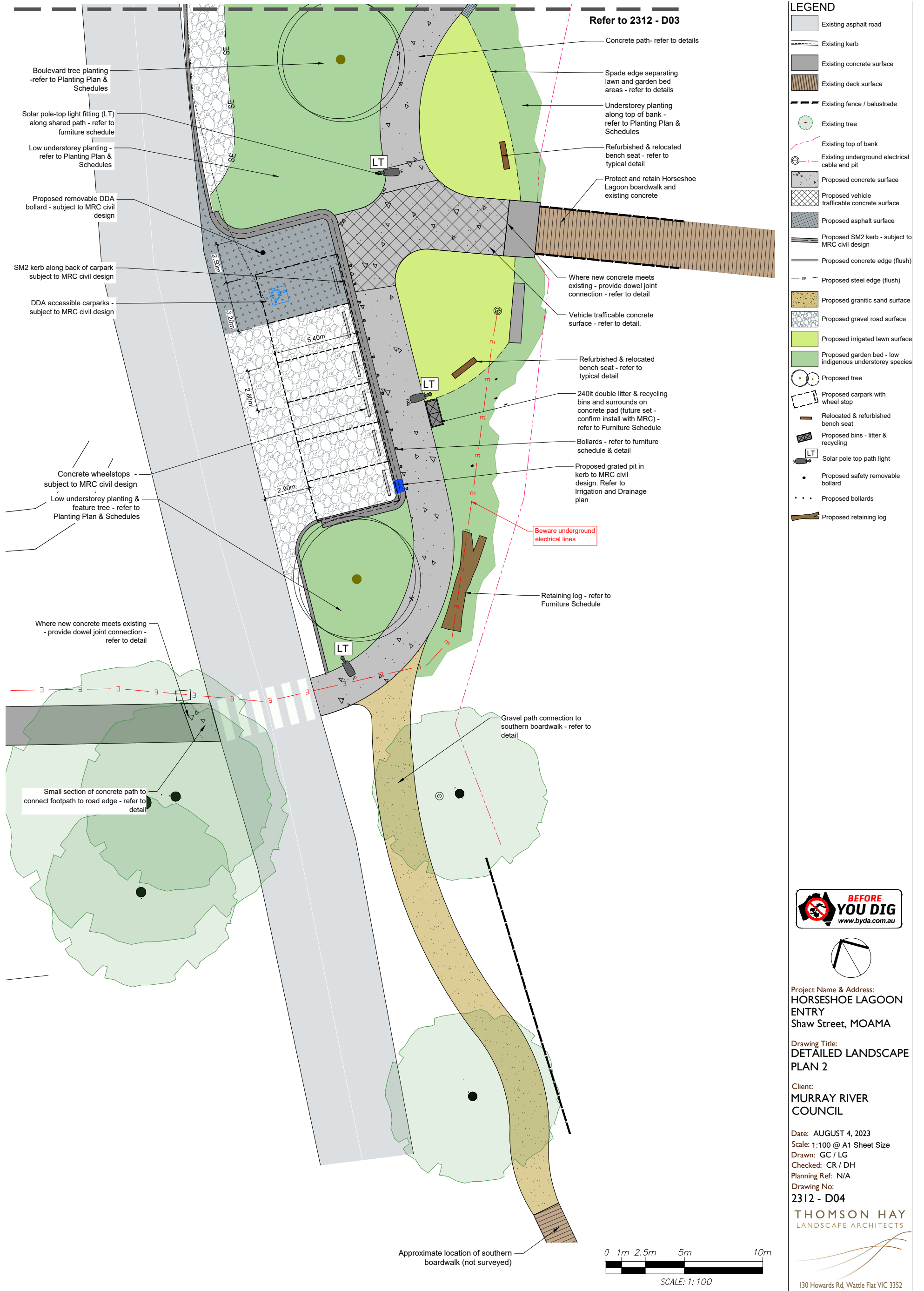
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DETAILED LANDSCAPE PLAN I

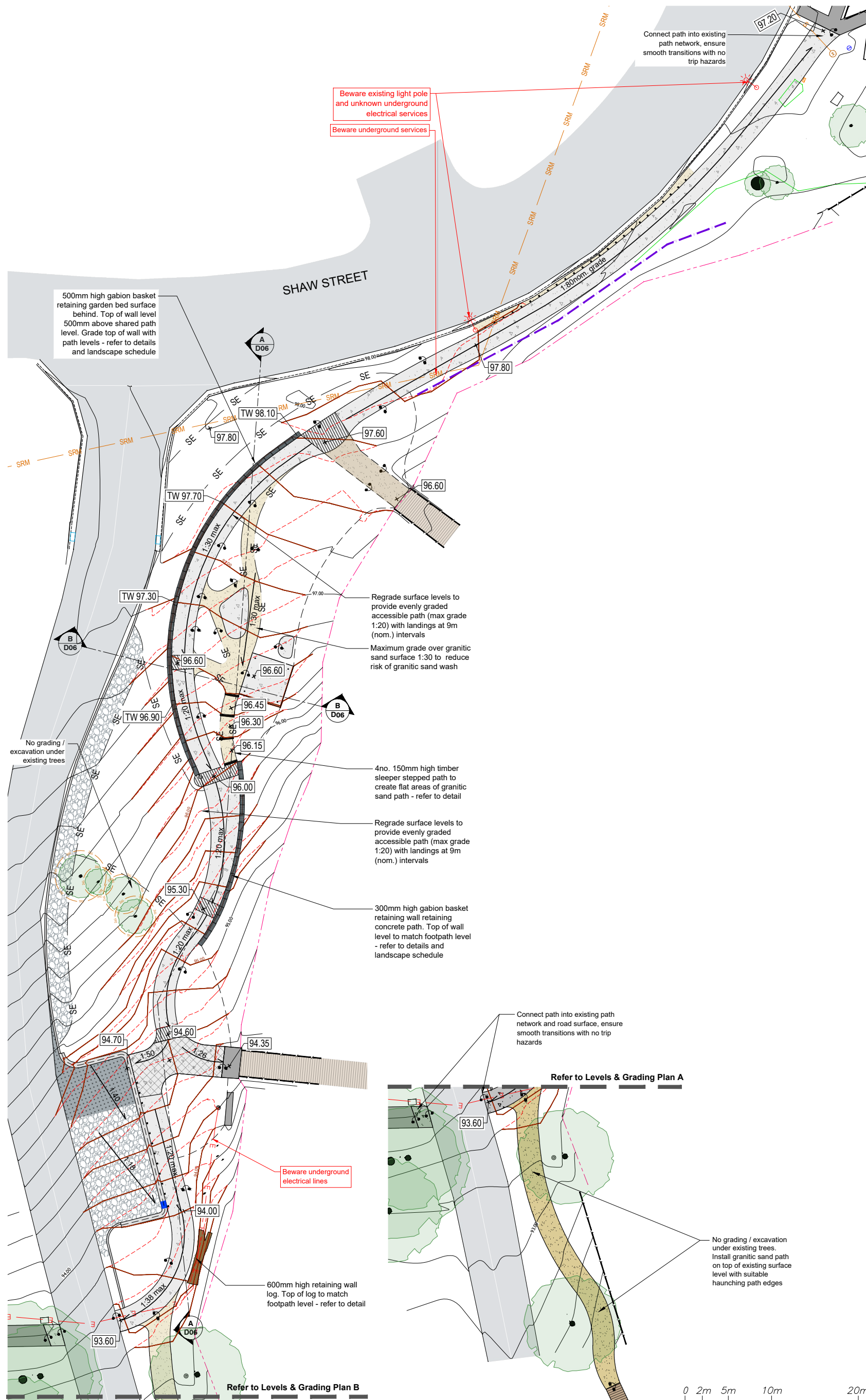
Client:
MURRAY RIVER COUNCIL

Date: AUGUST 4, 2023
 Scale: 1:100 @ A1 Sheet Size
 Drawn: GC / LG
 Checked: CR / DH
 Planning Ref: N/A
 Drawing No:
2312 - D03

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LEGEND

- Existing asphalt road
- Existing kerb
- Existing concrete surface
- Existing deck surface
- Existing fence / balustrade
- Existing top of bank
- Existing tree
- Existing sewer rising main
- Existing underground electrical cable and pit
- Existing street lamp
- Proposed concrete surface
- Proposed granitic sand surface
- Proposed vehicle trafficable concrete surface
- Proposed gravel road surface
- Proposed 500mm high gabion basket retaining wall
- Proposed retaining log
- Proposed tree

GRADING

- Existing contours at 200mm interval
- Existing contours to be regraded
- Proposed contours at 200mm interval
- Proposed flat landing in path surface
- Proposed fall direction & grade
- Proposed level
- Flush surface finish

Refer to TPZ note for all works inside the dripline of trees to be retained.

NOTE:

- All landscape works including path gradients, handrails, balustrades, tactile ground surface indicators etc. to comply with all relevant Australian Standards.
- Ensure all surfaces are free of trip hazards and finish flush with existing surfaces.
- Ensure the site is free draining without localised low points or areas of pooling.



Project Name & Address:
HORSESHOE LAGOON ENTRY
 Shaw Street, MOAMA

Drawing Title:
LEVELS AND GRADING PLAN

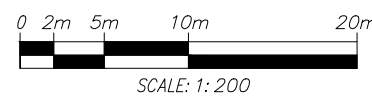
Client:
MURRAY RIVER COUNCIL

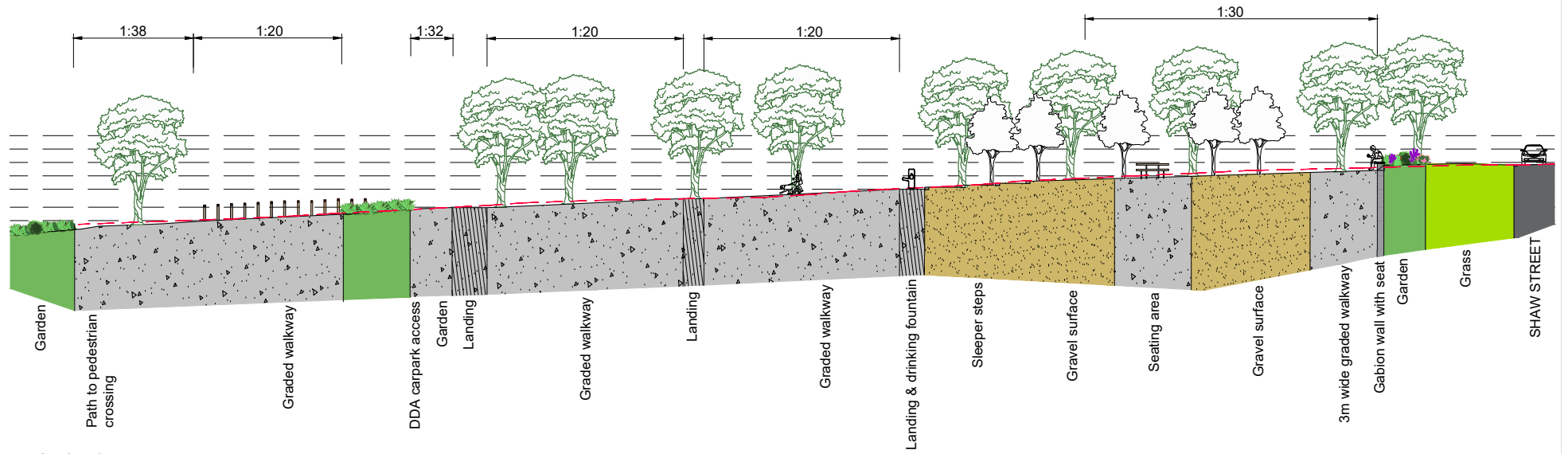
Date: AUGUST 4, 2023
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 Drawn: GC / LG
 Checked: CR / DH
 Planning Ref: N/A
 Drawing No:
2312 - D05



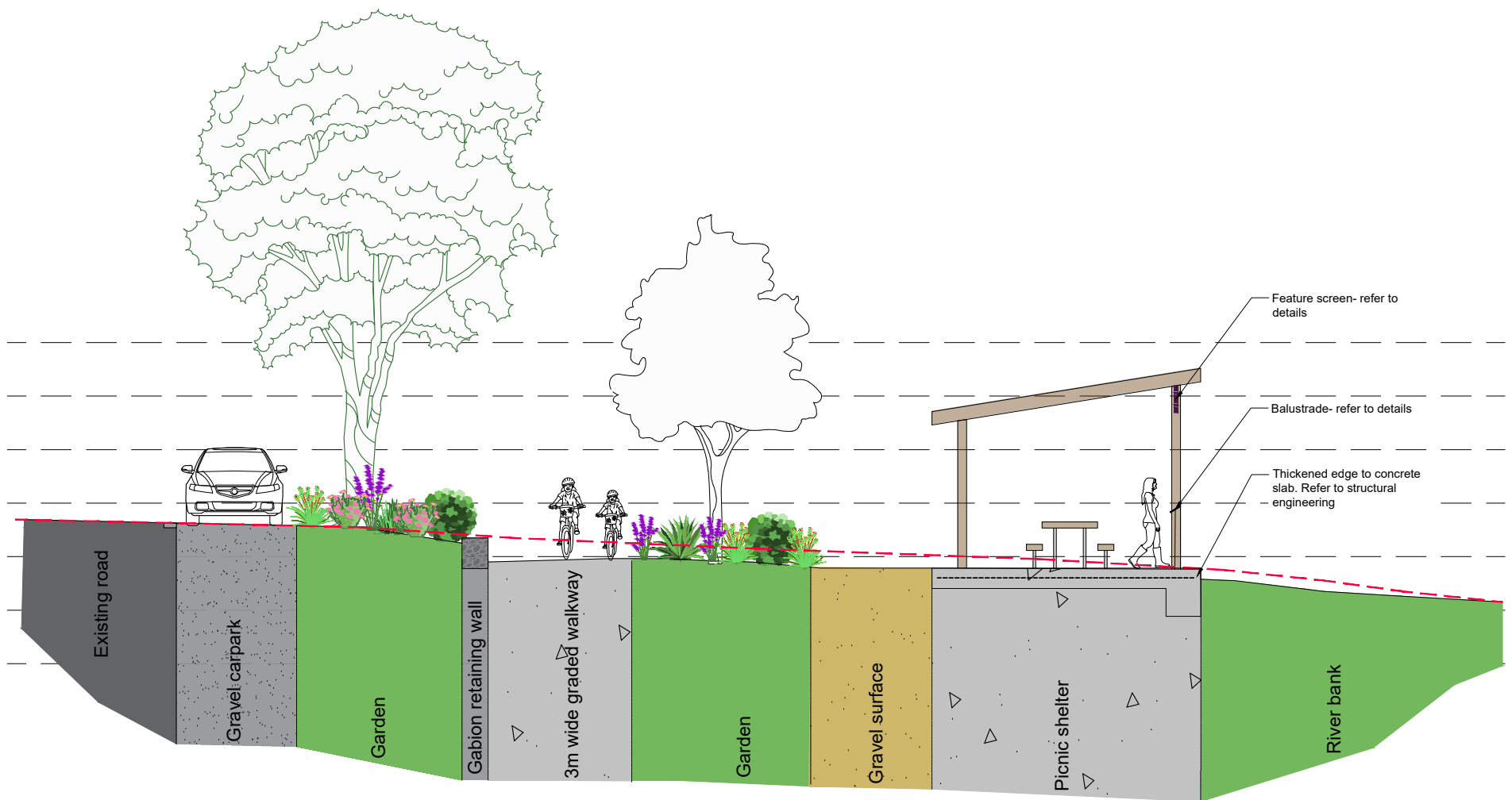
LEVELS & GRADING PLAN A
 Scale 1:200 @ A1

LEVELS & GRADING PLAN B
 Scale 1:200 @ A1





SECTION A
Scale 1:200



SECTION B
Scale 1:50

Project Name & Address:
HORSESHOE LAGOON
ENTRY
Shaw Street, MOAMA

Drawing Title:
LANDSCAPE
SECTIONS

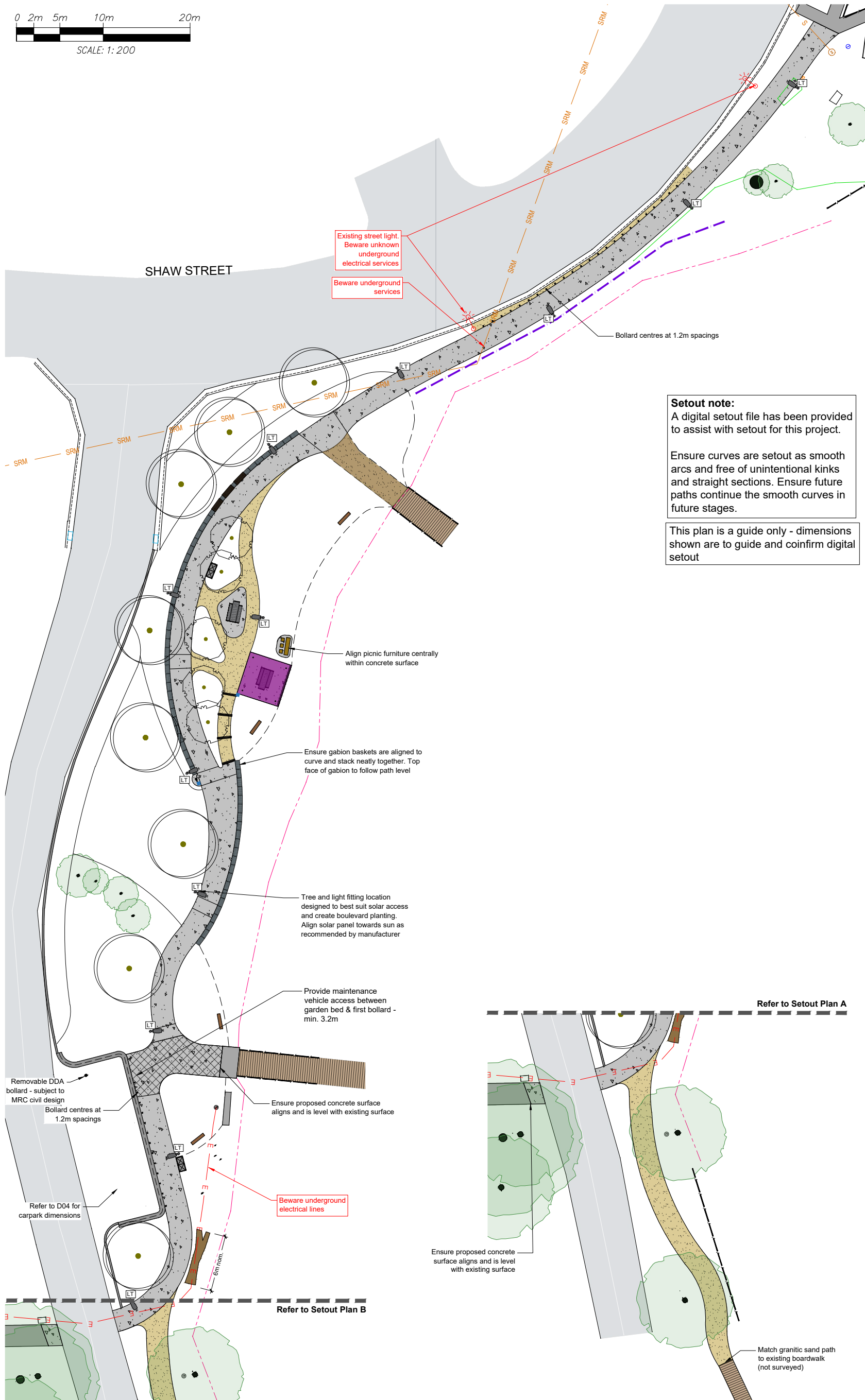
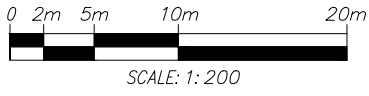
Client:
MURRAY RIVER
COUNCIL

Date: AUGUST 4, 2023
Scale: 1:200 @ A1 Sheet Size
Drawn: GC / LG
Checked: CR / DH
Planning Ref: N/A
Drawing No:
2312 - D06

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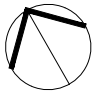
LEGEND

- Existing contours at 200mm interval
- Existing asphalt road
- Existing kerb
- Existing concrete surface
- Existing deck surface
- Existing fence / balustrade
- Existing top of bank
- Existing tree
- Existing sewer rising main
- Existing underground electrical cable and pit
- Existing street lamp
- Proposed gabion basket retaining wall
- Proposed concrete surface
- Proposed vehicle trafficable concrete surface
- Proposed granitic sand surface
- Proposed fence
- Proposed tree

Setout note:
A digital setout file has been provided to assist with setout for this project.

Ensure curves are setout as smooth arcs and free of unintentional kinks and straight sections. Ensure future paths continue the smooth curves in future stages.

This plan is a guide only - dimensions shown are to guide and confirm digital setout



Project Name & Address:
HORSESHOE LAGOON ENTRY
Shaw Street, MOAMA

Drawing Title:
SETOUT PLAN

Client:
MURRAY RIVER COUNCIL

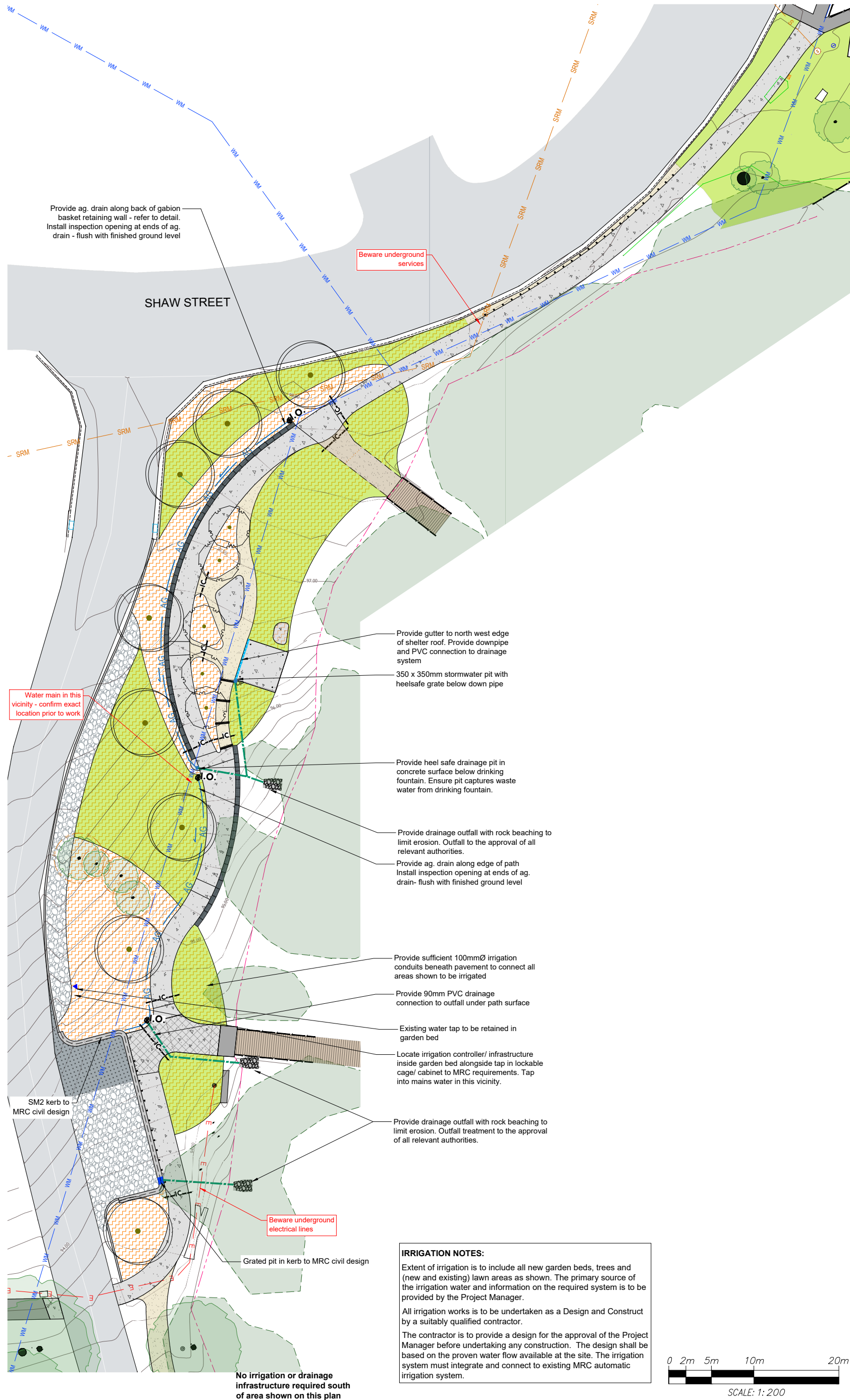
Date: AUGUST 4, 2023
Scale: 1:200 @ A1 Sheet Size
Drawn: GC / LG
Checked: CR / DH
Planning Ref: N/A
Drawing No:
2312 - D07

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LANDSCAPE ARCHITECTS

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SETOUT PLAN A
Scale 1:200 @ A1

SETOUT PLAN B
Scale 1:200 @ A1



LEGEND

- Existing contours at 200mm interval
- Existing asphalt road
- Existing kerb
- Existing concrete surface
- Existing deck surface
- Existing fence / balustrade
- Existing top of bank
- Existing tree
- Existing tree canopy
- Existing sewer rising main
- Existing underground electrical cable and pit
- Existing street lamp
- Proposed SM2 kerb - subject to MRC civil design
- Proposed granitic sand surface
- Proposed gravel road surface
- Proposed vehicle trafficable concrete surface
- Proposed gabion basket retaining wall
- Contours at 200mm interval
- Proposed trees

DRAINAGE LEGEND

- Stormwater grate in kerb - subject to MRC civil design
- Proposed 90mm Ø slotted ag. pipe with fall direction
- Proposed 90mm Ø PVC stormwater pipe
- Proposed stormwater pit with heel safe grated top
- Proposed inspection opening at junction of stormwater drainage pipes
- Proposed rock beaching to MRC & Authority specification

IRRIGATION LEGEND

- Extent of irrigation
- Proposed 100mm Ø irrigation conduit
- Approximate location of water main (not surveyed)
- Proposed gutter

Refer to TPZ note for all works inside the dripline of trees to be retained.

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Project Name & Address:
HORSESHOE LAGOON ENTRY
Shaw Street, MOAMA

Drawing Title:
IRRIGATION & DRAINAGE PLAN

Client:
MURRAY RIVER COUNCIL

Date: AUGUST 4, 2023
Scale: 1:200 @ A1 Sheet Size
Drawn: GC / LG
Checked: CR / DH
Planning Ref: N/A
Drawing No: 2312 - D08

THOMSON HAY
LANDSCAPE ARCHITECTS

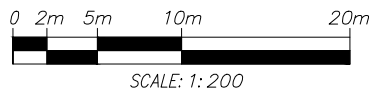
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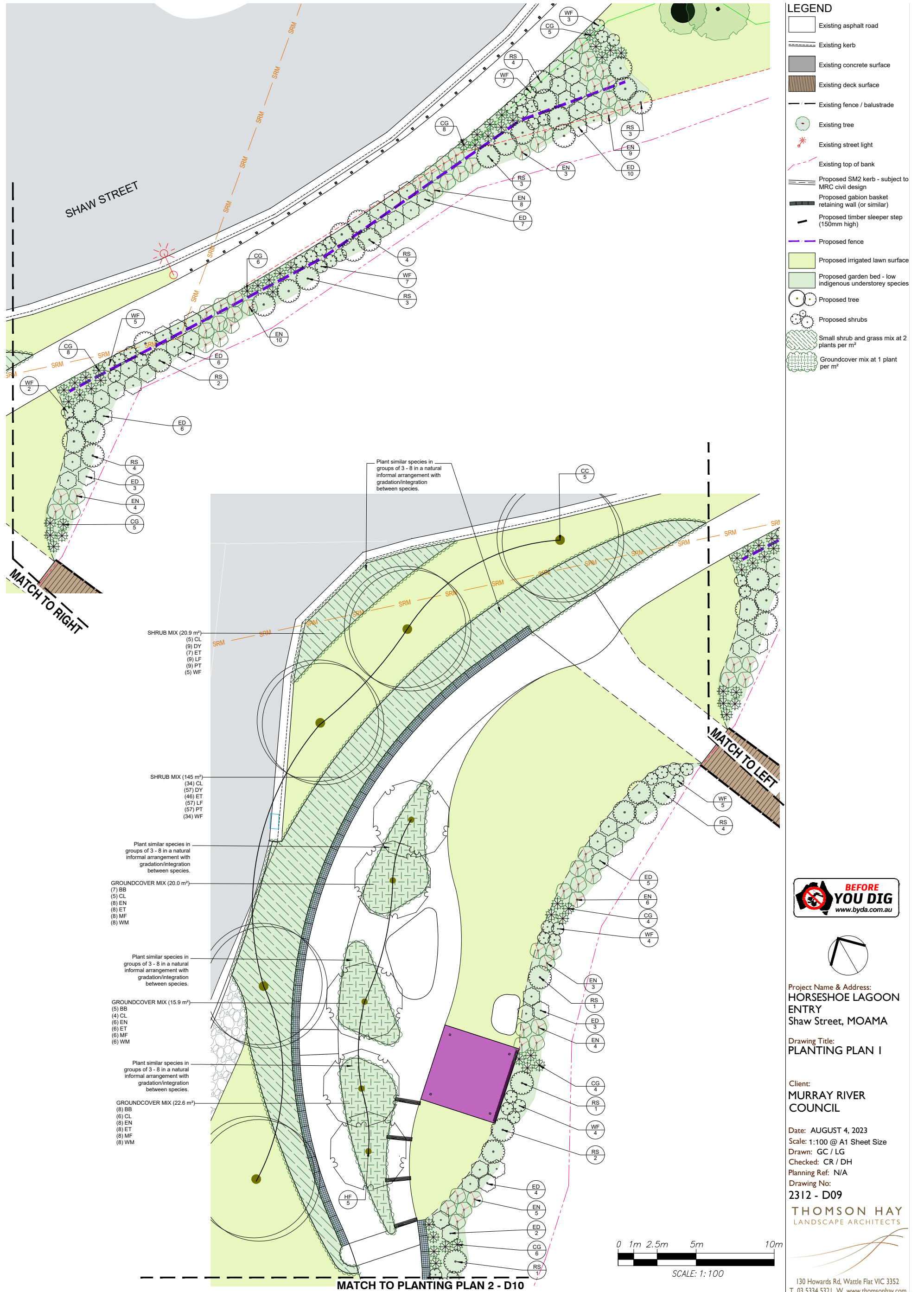
IRRIGATION NOTES:

Extent of irrigation is to include all new garden beds, trees and (new and existing) lawn areas as shown. The primary source of the irrigation water and information on the required system is to be provided by the Project Manager.

All irrigation works is to be undertaken as a Design and Construct by a suitably qualified contractor.

The contractor is to provide a design for the approval of the Project Manager before undertaking any construction. The design shall be based on the proven water flow available at the site. The irrigation system must integrate and connect to existing MRC automatic irrigation system.





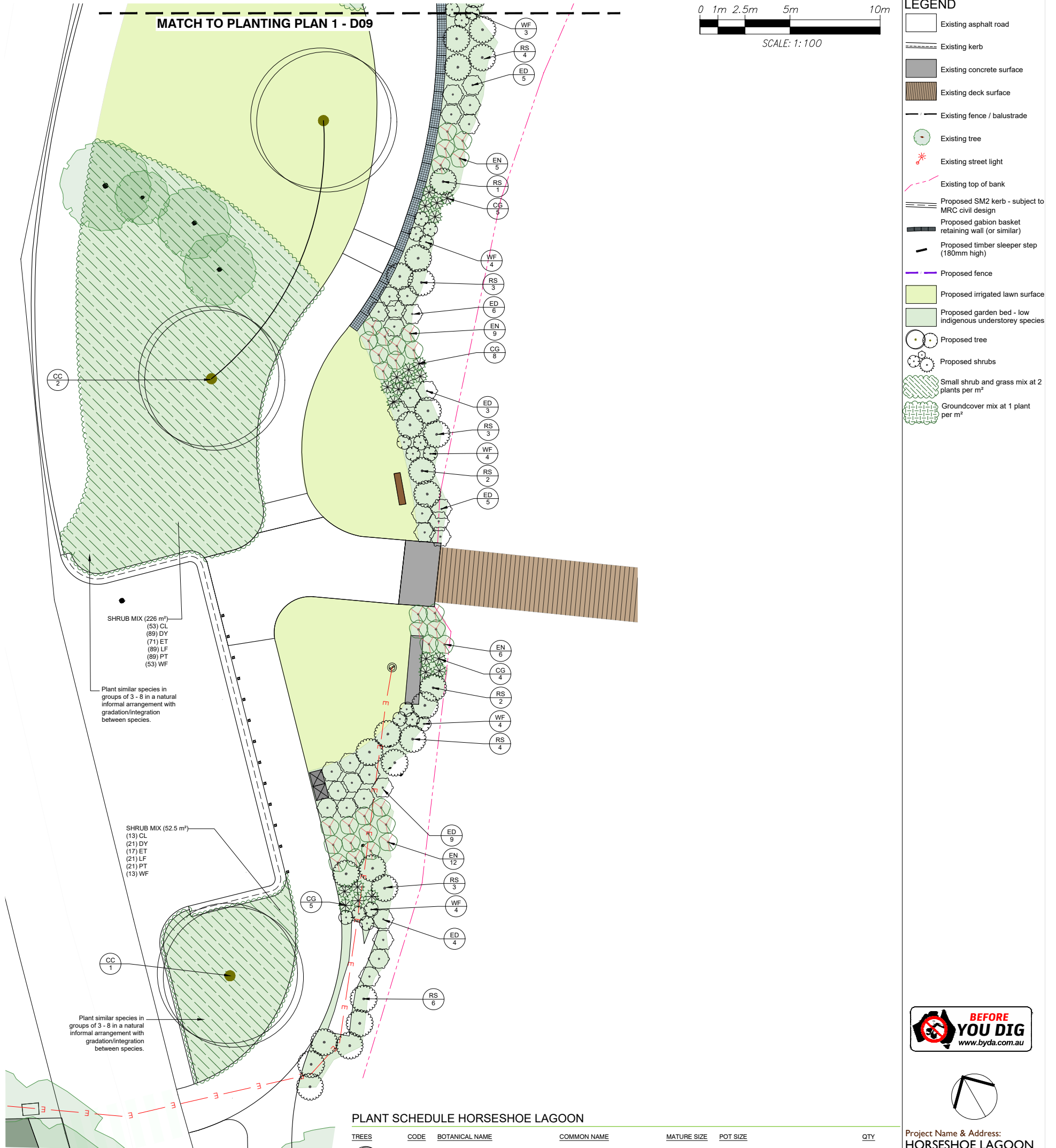
Project Name & Address:
HORSESHOE LAGOON ENTRY
 Shaw Street, MOAMA

Drawing Title:
PLANTING PLAN I

Client:
MURRAY RIVER COUNCIL

Date: AUGUST 4, 2023
 Scale: 1:100 @ A1 Sheet Size
 Drawn: GC / LG
 Checked: CR / DH
 Planning Ref: N/A
 Drawing No:
2312 - D09





SHRUB MIX (226 m²)
 (53) CL
 (89) DY
 (71) ET
 (89) LF
 (89) PT
 (53) WF

Plant similar species in groups of 3 - 8 in a natural informal arrangement with gradation/integration between species.

SHRUB MIX (52.5 m²)
 (13) CL
 (21) DY
 (17) ET
 (21) LF
 (21) PT
 (13) WF

Plant similar species in groups of 3 - 8 in a natural informal arrangement with gradation/integration between species.

Tree Location Note:
 Where dimensions are not shown on plan use drawings to carefully scale and locate trees based on other park features. Refer to setout plans for path and key features setout information. Avoid services & existing tree protection zones

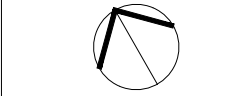
- PLANTING NOTES**
- All indigenous species to be sourced as local provenance stock where possible.
 - Plant similar species in groups of 3 - 8 in a natural informal arrangement with gradation/integration between species.
 - Plant set out to be confirmed on site by the Superintendent. Refer to planting notes and specification for further information.
 - The nominated approximate planting centres are provided for planting density assistance only. Mass planted seedlings are not to be planted in a grid arrangement but in an informal, natural planting arrangement density that equates to the nominated planting density / planting centres
 - All plants to be supplied in 50 x 50 x 120mm forestry tubes unless otherwise specified.
 - All tubestock trees and shrubs to be guarded. Grasses and groundcovers do not require guarding - subject to rabbit and kangaroo numbers/ site assessment.
 - If specified plants are not available, substitute plants may only be used following approval from the Landscape Architect or Council representative.
 - Plants are to be purchased in the nominated pot size, unless approved by the Landscape Architect or MRC representative to vary the pot size from that specified.
 - Where dimensions are not shown on plan use drawings to carefully scale and locate trees based on other nearby features (including topographic features). Take care to avoid services & existing tree protection zones

PLANT SCHEDULE HORSESHOE LAGOON

TREES	CODE	BOTANICAL NAME	COMMON NAME	MATURE SIZE	POT SIZE	QTY	
	CC	Corymbia citriodora	Lemon Scented Gum	20 x 8m	45lit, 1.5m high, 30mm cal.	8	
	HF	Hymenosporum flavum	Native Frangipani	7 x 5m	45lit, 1.5m high, 30mm cal.	5	
SHRUBS	CODE	BOTANICAL NAME	COMMON NAME	MATURE SIZE	POT SIZE	QTY	
	CG	Casuarina glauca 'Cousin It'	Cousin It Casuarina	0.3 x 1m	140mm Pot	68	
	EN	Einadia nutans	Nodding Saltbush	0.3 x 1m	140mm Pot	84	
	ED	Eremophila divaricata	Spreading Emu Bush	1.5 x 1.2m	140mm Pot	78	
	RS	Rhagodia spinescens	Saltbush	0.4 X 1.5m	140mm Pot	60	
	WF	Westringia fruticosa 'Aussie Box'	Aussie Box Coast Rosemary	0.8 x 0.8m	140mm Pot	56	
SHRUB AREAS	CODE	BOTANICAL NAME	COMMON NAME	MATURE SIZE	POT SIZE	SPACING	QTY
	BB	GROUNDCOVER MIX	Birthday Candles Hairpin Banksia	0.3 x 1m	140mm Pot	16% @ 730mm	58.5 m ²
	CL	Banksia spinulosa 'Birthday Candles'	Birthday Candles Hairpin Banksia	0.3 x 1m	140mm Pot	12% @ 730mm	19
	EN	Calceophalus citreus	Lemon Beauty-heads	0.3 x 0.3m	140mm Pot	18% @ 730mm	14
	ET	Einadia nutans	Nodding Saltbush	0.3 x 1m	140mm Pot	18% @ 730mm	21
	MF	Enchylaena tomentosa	Ruby Saltbush	0.4 x 1m	Tubestock	18% @ 730mm	21
	WF	Myoporum parvifolium 'Fine Leaf Form'	Fine Leaf Trailing Myoporum	0.3 x 1.5m	Tubestock	18% @ 730mm	21
	WM	Westringia fruticosa 'WES05'	Mundi™ Coast Rosemary	0.4 x 1.5m	140mm Pot	18% @ 730mm	21
	CL	SHRUB MIX	Lemon Beauty-heads	0.3 x 0.3m	140mm Pot	12% @ 730mm	444.1 m ²
	LF	Calceophalus citreus	Lemon Beauty-heads	0.3 x 0.3m	140mm Pot	12% @ 730mm	104
	DY	Dianella tasmanica 'Blaze'	Flax Lily cv	0.4 x 0.4m	140mm Pot	20% @ 730mm	174
	ET	Enchylaena tomentosa	Ruby Saltbush	0.4 x 1m	Tubestock	16% @ 730mm	139
	DM	Lomandra longifolia 'Verday'	Verday Mat Rush	0.7 x 1.2m	Tubestock	20% @ 730mm	174
	PT	Poa labillardieri	Tussock Grass	0.3 x 1m	Tubestock	20% @ 730mm	174
	WF	Westringia fruticosa 'Aussie Box'	Aussie Box Coast Rosemary	0.8 x 0.8m	140mm Pot	12% @ 730mm	104

LEGEND

- Existing asphalt road
- Existing kerb
- Existing concrete surface
- Existing deck surface
- Existing fence / balustrade
- Existing tree
- Existing street light
- Existing top of bank
- Proposed SM2 kerb - subject to MRC civil design
- Proposed gabion basket retaining wall (or similar)
- Proposed timber sleeper step (180mm high)
- Proposed fence
- Proposed irrigated lawn surface
- Proposed garden bed - low indigenous understorey species
- Proposed tree
- Proposed shrubs
- Small shrub and grass mix at 2 plants per m²
- Groundcover mix at 1 plant per m²



Project Name & Address:
HORSESHOE LAGOON ENTRY
 Shaw Street, MOAMA

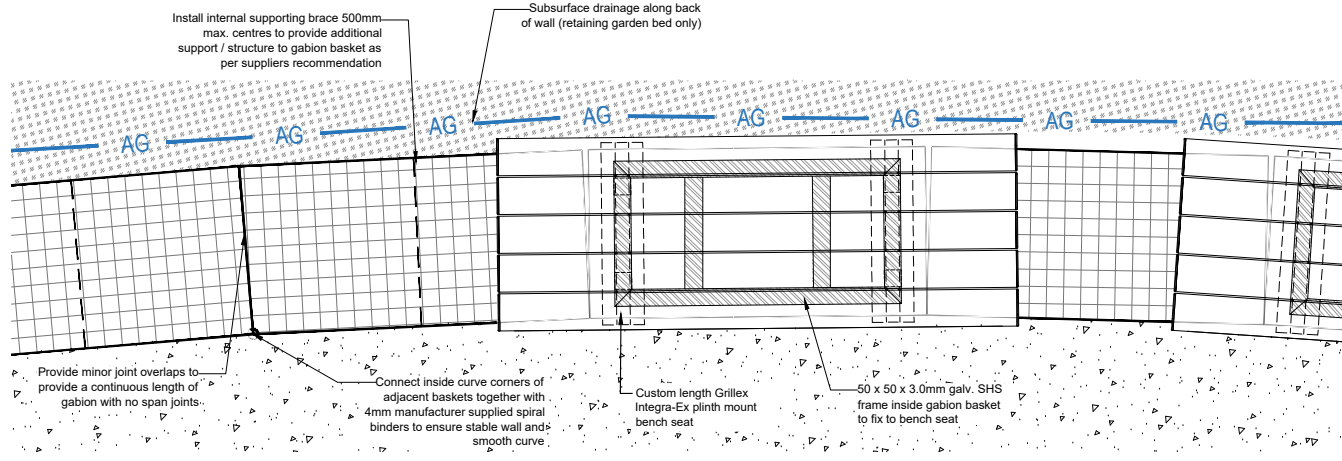
Drawing Title:
PLANTING PLAN 2 & PLANT SCHEDULE

Client:
MURRAY RIVER COUNCIL

Date: AUGUST 4, 2023
 Scale: 1:100 @ A1 Sheet Size
 Drawn: GC / LG
 Checked: CR / DH
 Planning Ref: N/A
 Drawing No:
2312 - D10

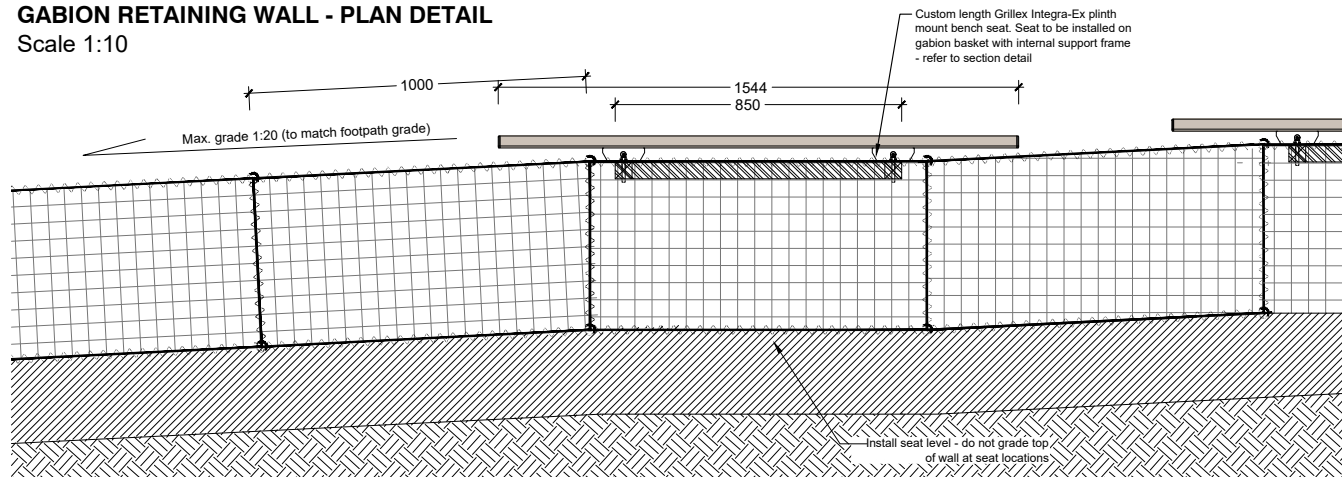
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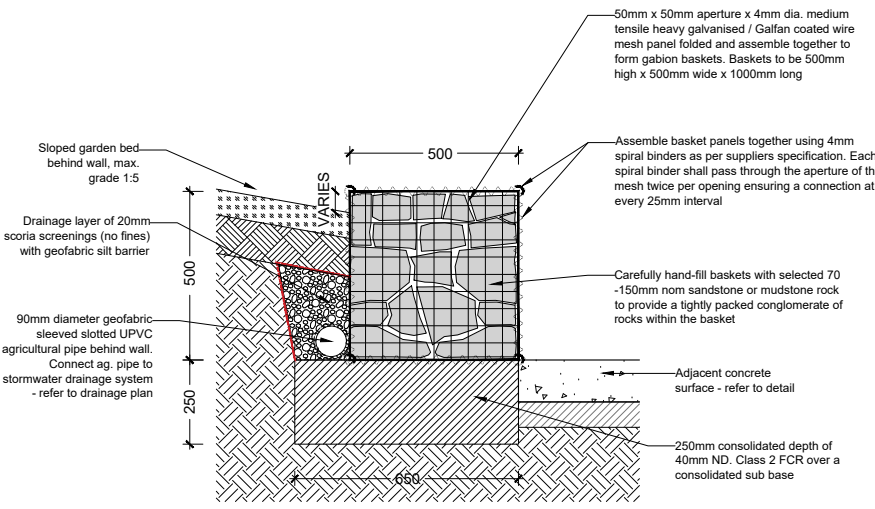
GABION RETAINING WALL - PLAN DETAIL

Scale 1:10



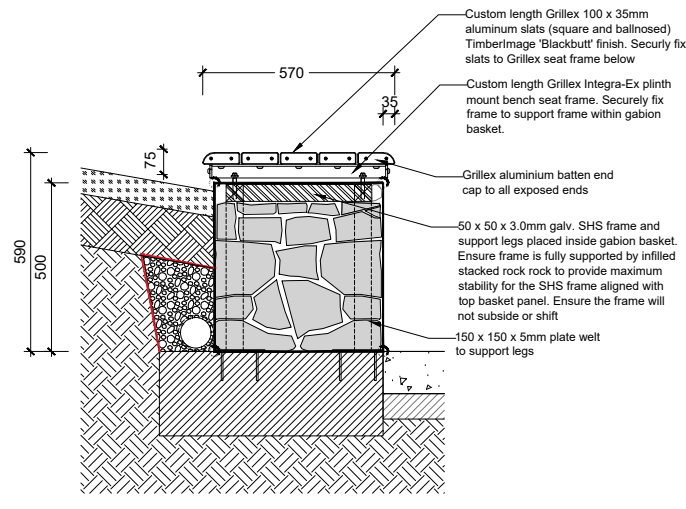
GABION RETAINING WALL - ELEVATION DETAIL

Scale 1:10



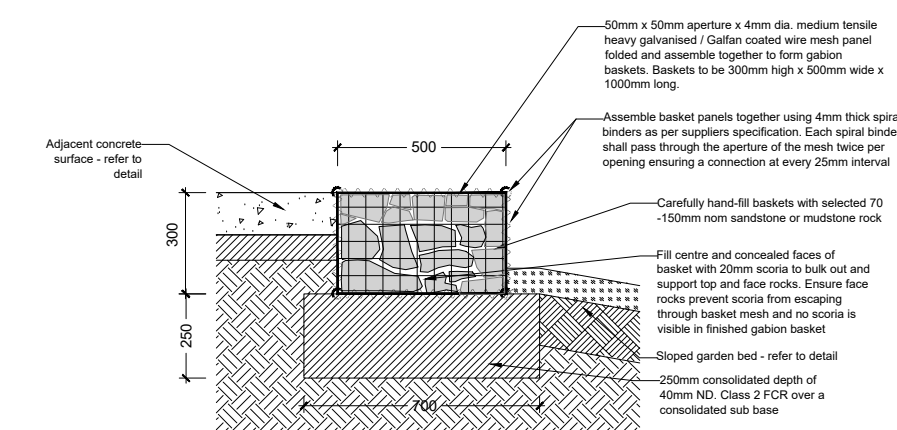
GABION RETAINING WALL (retaining garden bed) - SECTION DETAIL

Scale 1:10



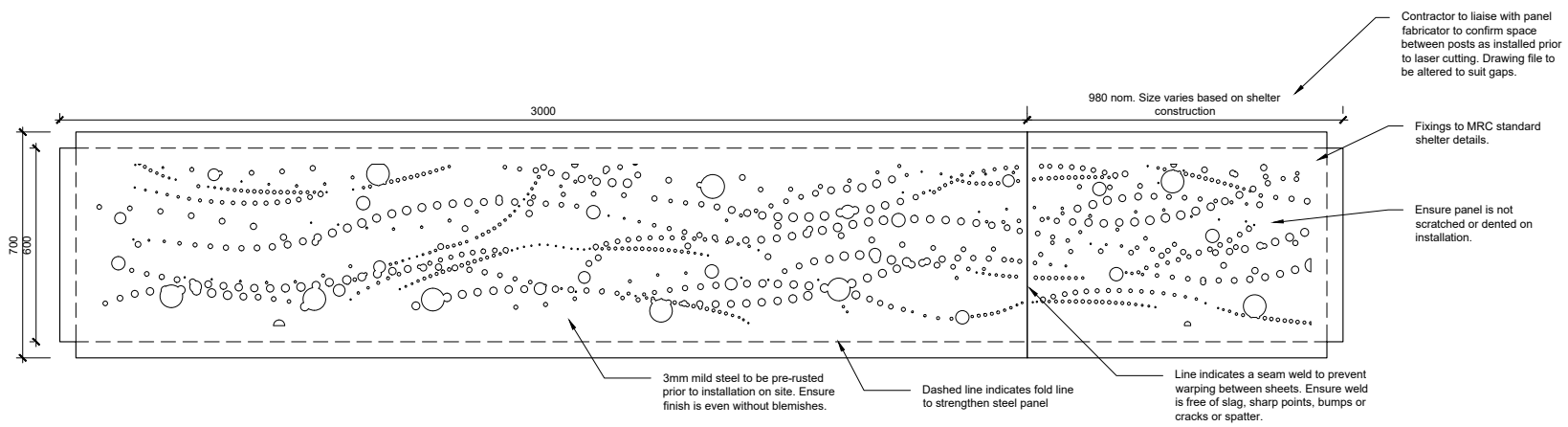
GABION RETAINING WALL - SEAT SECTION DETAIL

Scale 1:10



GABION RETAINING WALL (retaining path) - SECTION DETAIL

Scale 1:10



SHELTER FEATURE PANEL DETAIL

Scale 1: 10 @ A1

GABION ROCK PLACEMENT: Rocks to be hand placed into gabion baskets to provide a self-supporting rock stack with minimal pressure on the mesh walls of the gabion basket.

Place rocks to show best face of rock to front of basket. Ensure rocks cannot be removed from the finished gabion basket ie. larger than 50mm mesh aperture size

NOTE: Sample gabion basket to be completed including hand placed rock on site. Inspection and approval by Project Manager/ Landscape Architect required prior to remaining baskets being filled.

RECOMMENDED GABION BASKET SUPPLIER:
Gabion Walls Australia
1300 87 00 47
sales@gabionwalls.com.au

RECOMMENDED GABION ROCK SUPPLIER:
Pyrenees Quarries
Glenn
py27578@bigpond.net.au
PH:5470 5288
M: 0417 035 083



Gabion retaining wall

Project Name & Address:
HORSESHOE LAGOON ENTRY
Shaw Street, MOAMA

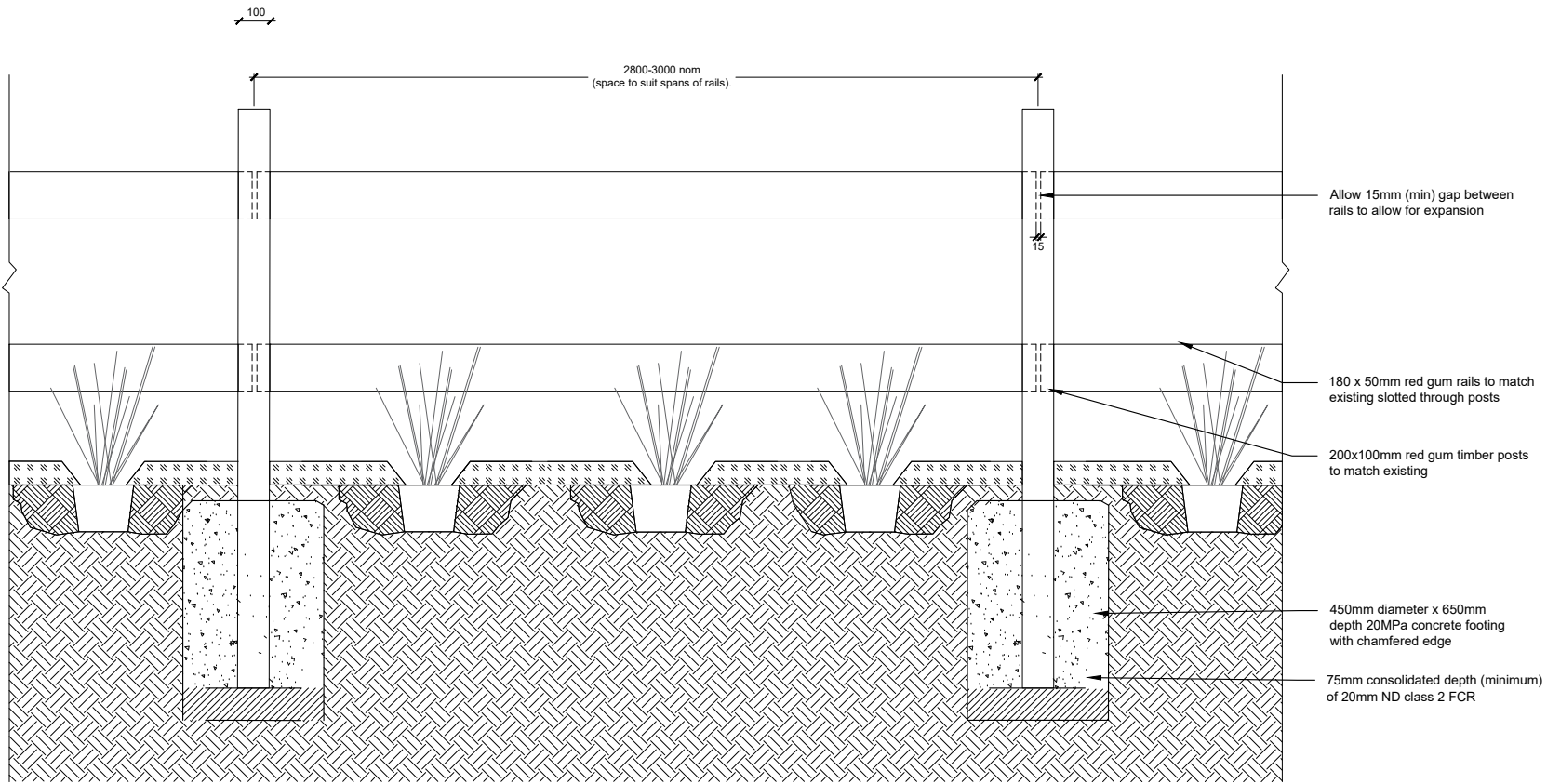
Drawing Title:
WALL DETAILS

Client:
MURRAY RIVER COUNCIL

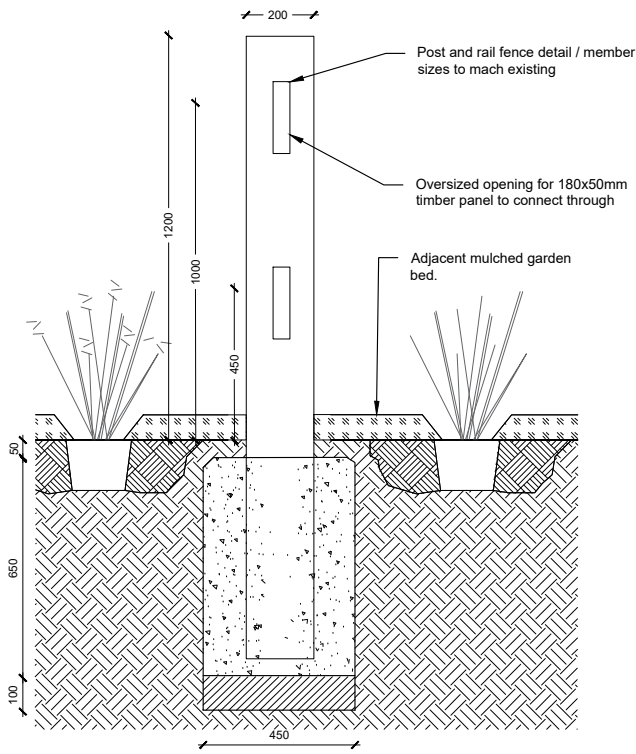
Date: AUGUST 4, 2023
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Drawn: GC / LG
Checked: CR / DH
Planning Ref: N/A
Drawing No:
2312 - D11

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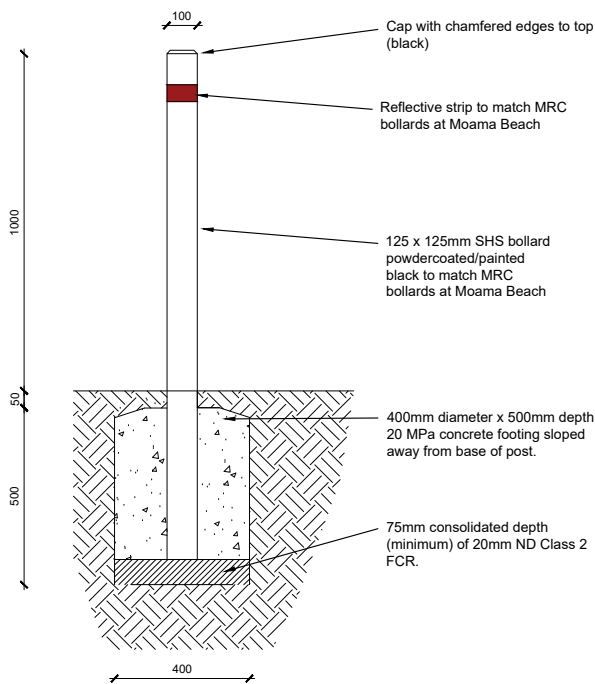
PROPOSED TIMBER POST AND RAIL FENCE DETAIL
Scale 1:10 @ A1



TIMBER POST AND RAIL FENCE SECTION DETAIL
Scale 1:10 @ A1



Existing fence - new to match



STEEL CARPARK BOLLARD DETAIL
Scale 1:10



Existing bollard at Moama Beach - new to match

Project Name & Address:
**HORSESHOE LAGOON
ENTRY**
Shaw Street, MOAMA

Drawing Title:
**FENCING & BOLLARD
DETAILS**

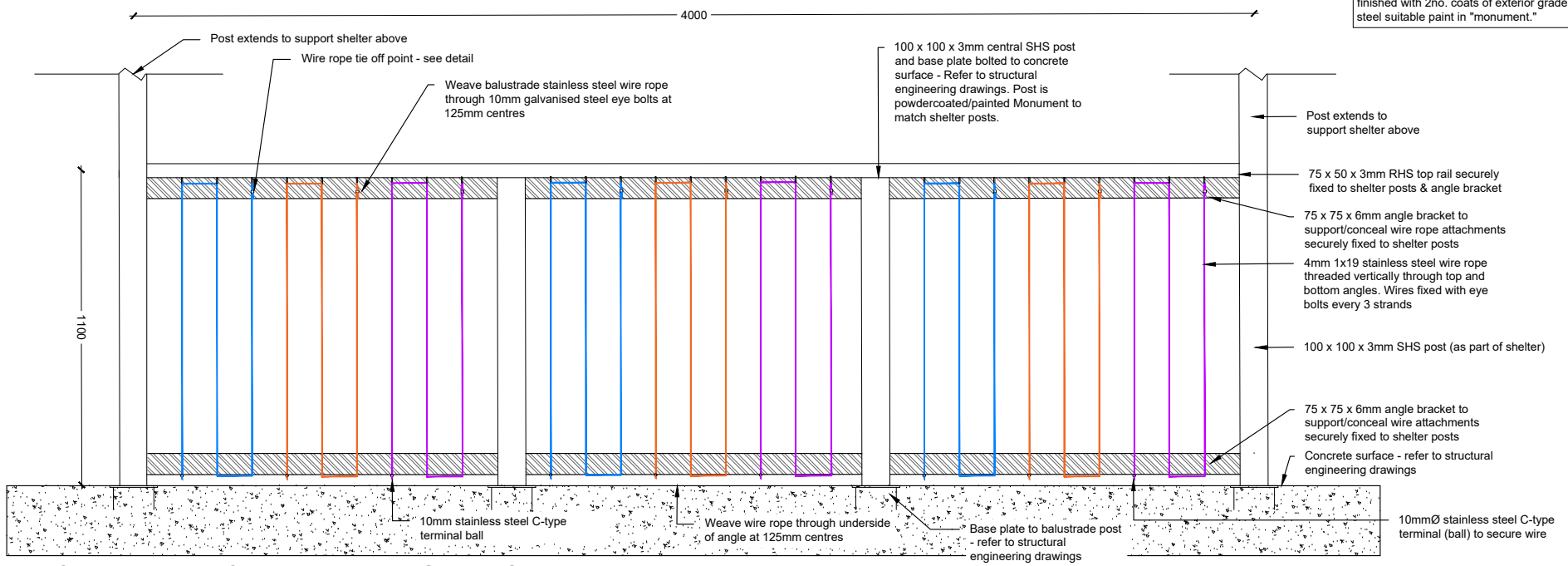
Client:
**MURRAY RIVER
COUNCIL**

Date: AUGUST 4, 2023
Scale: As shown @ A1 Sheet Size
Drawn: GC / LG
Checked: CR / DH
Planning Ref: N/A
Drawing No:
2312 - D12

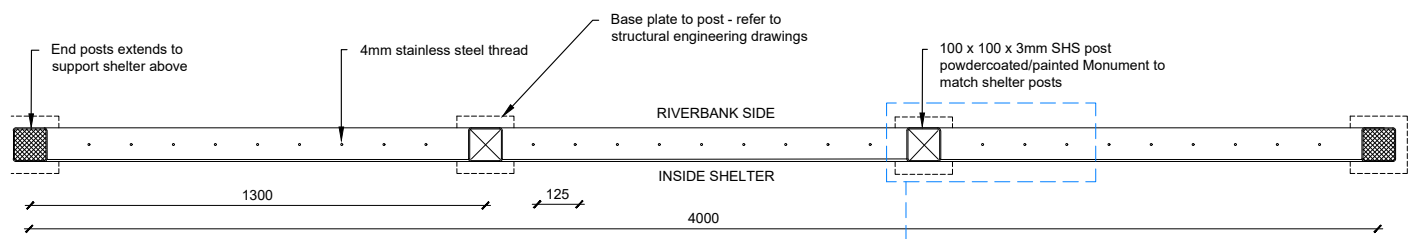
THOMSON HAY
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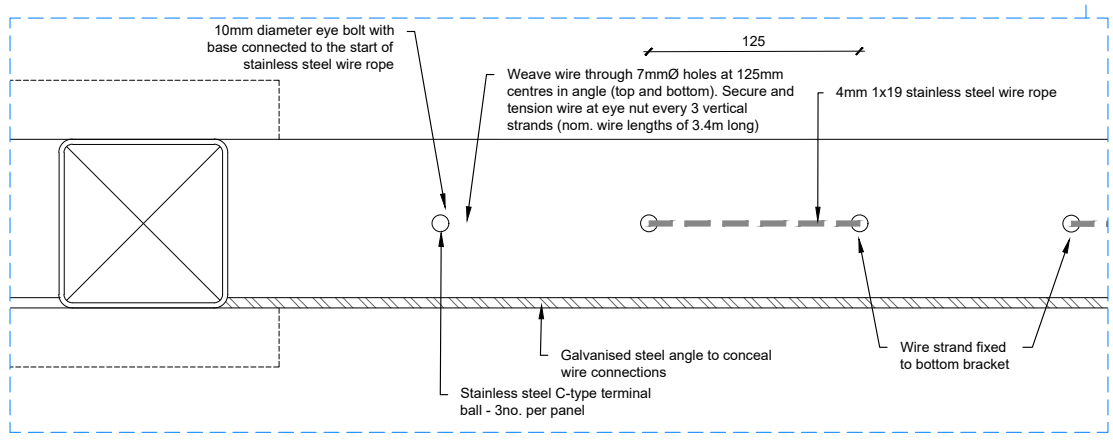
All steel members to be galvanised and finished with 2no. coats of exterior grade / steel suitable paint in "monument."



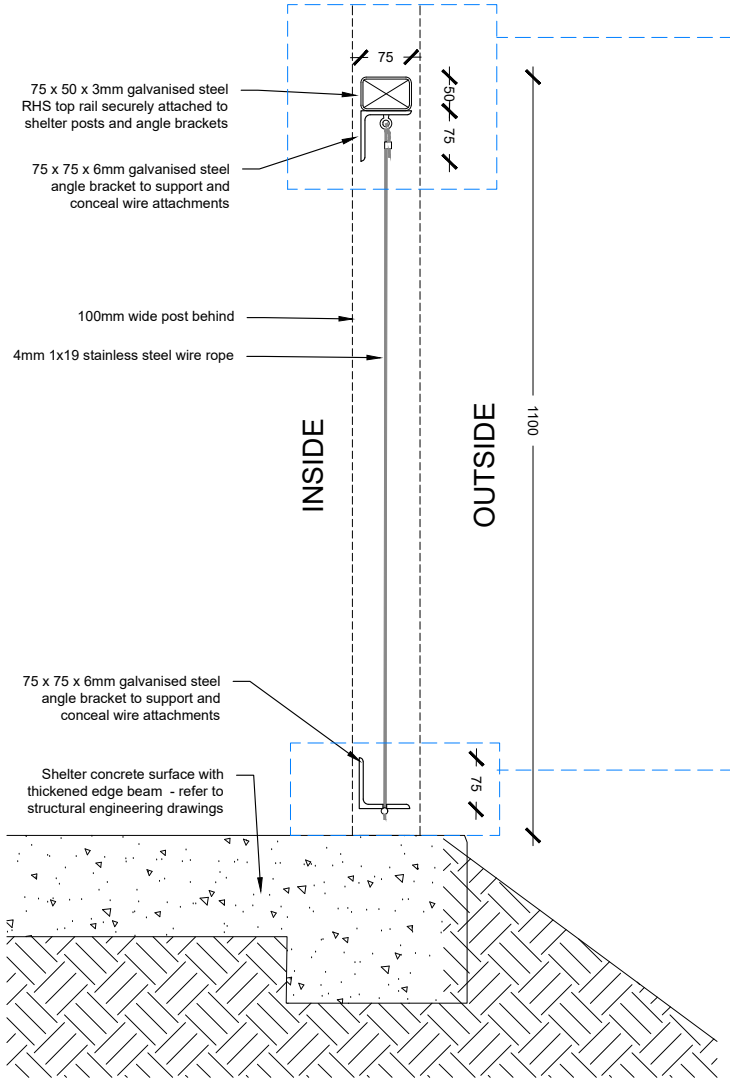
BALUSTRADE ELEVATION (FUTURE VIEWING PLATFORM)
Scale 1:20 @ A1



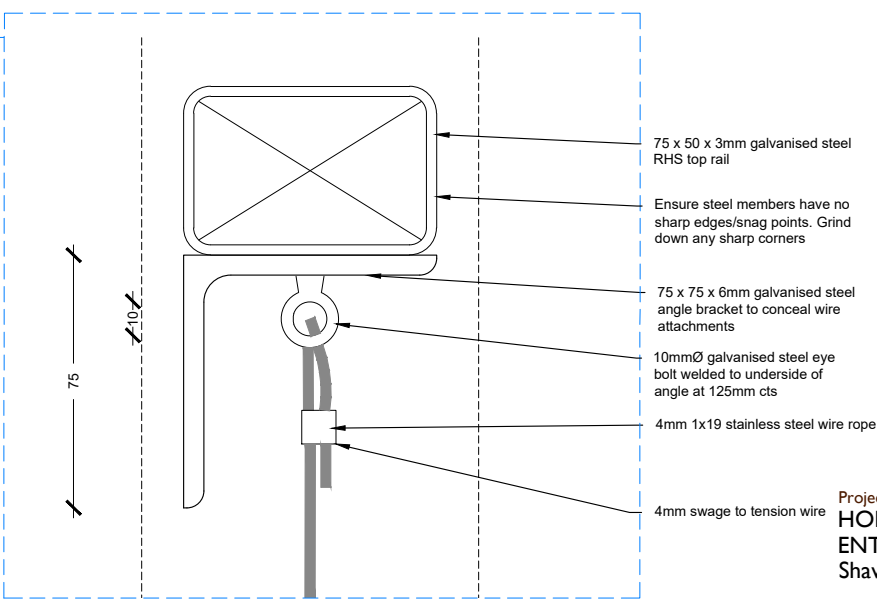
BALUSTRADE PLAN (FUTURE VIEWING PLATFORM)
Scale 1:20 @ A1



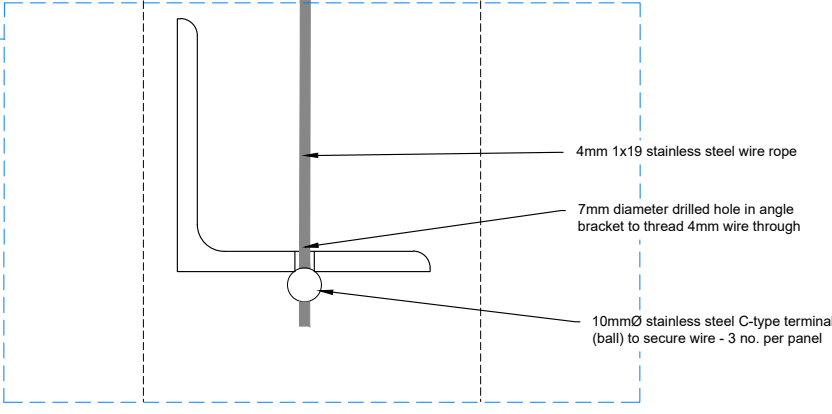
TYPICAL WIRE THREADING DETAIL - PLAN
Scale 1:2 @ A1



BALUSTRADE DETAIL - SECTION
Scale 1:10 @ A1



STAINLESS STEEL WIRE ROPE FIXING DETAIL
Scale 1:2 @ A1



Project Name & Address:
HORSESHOE LAGOON ENTRY
Shaw Street, MOAMA

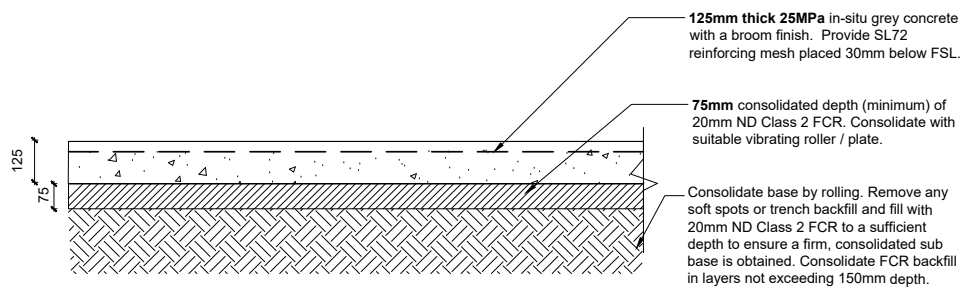
Drawing Title:
BALUSTRADE DETAILS

Client:
MURRAY RIVER COUNCIL

Date: AUGUST 4, 2023
Scale: As shown @ A1 Sheet Size
Drawn: GC / LG
Checked: CR / DH
Planning Ref: N/A
Drawing No: **2312 - D13**

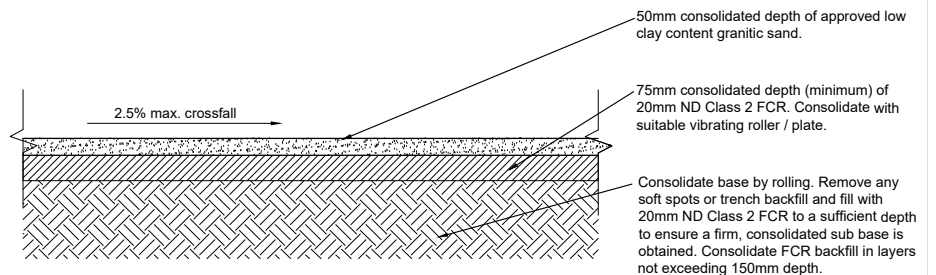
THOMSON HAY
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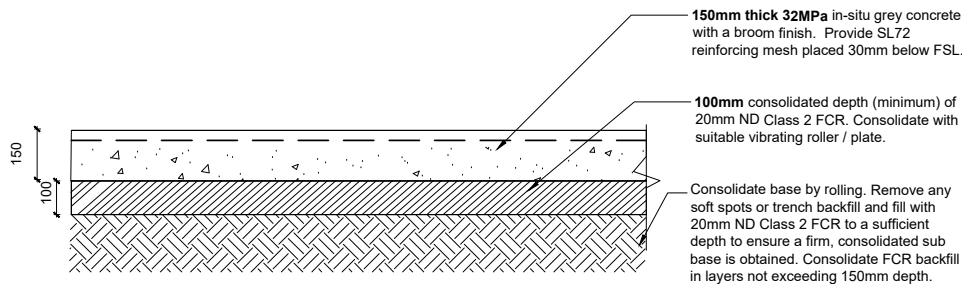


CONCRETE PAVEMENT - TYPICAL DETAIL
Scale 1:10 @ A1

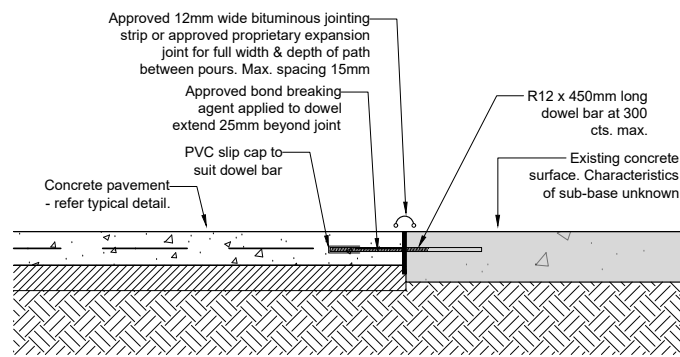
Note:
Where new paths abut existing construct to ensure levels are consistent between each path/dowel joints. Install expansion strips between new concrete work and existing structures (ie. buildings / paths etc.) in accordance with sound concreting practice- refer to detail



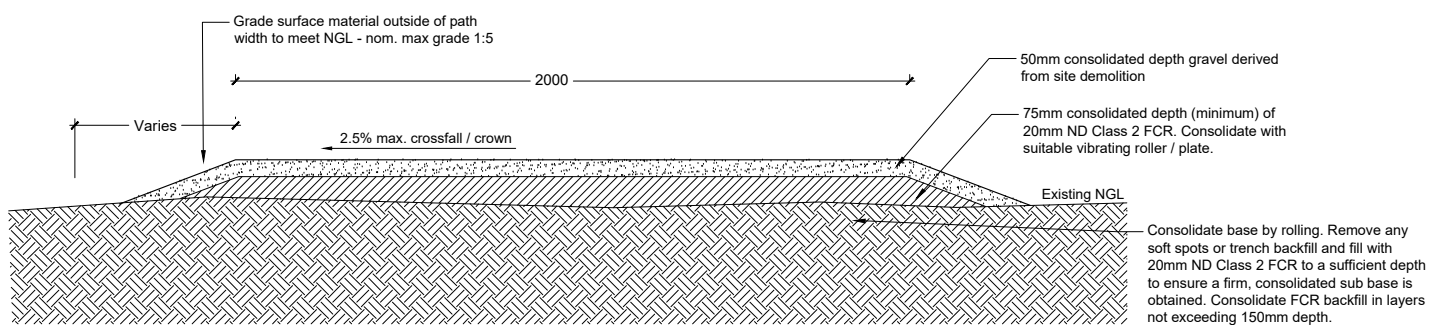
GRANITIC SAND SURFACE - TYPICAL DETAIL
Scale 1:10 @ A1



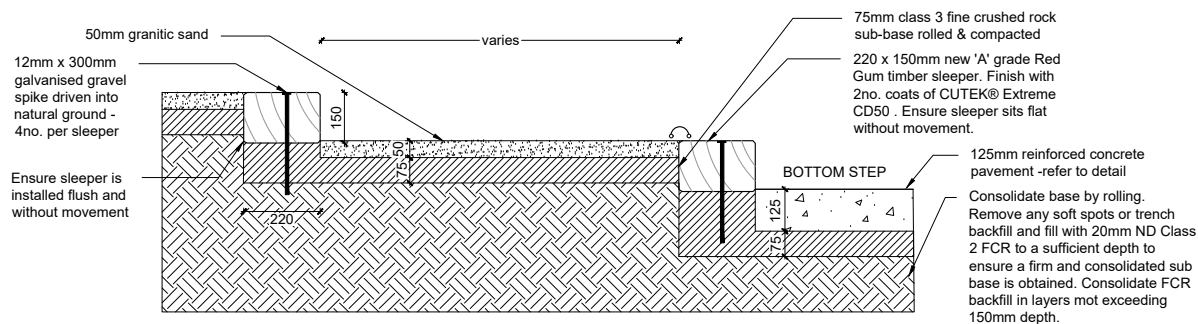
VEHICLE TRAFFICABLE CONCRETE PAVEMENT - TYPICAL DETAIL
Scale 1:10 @ A1



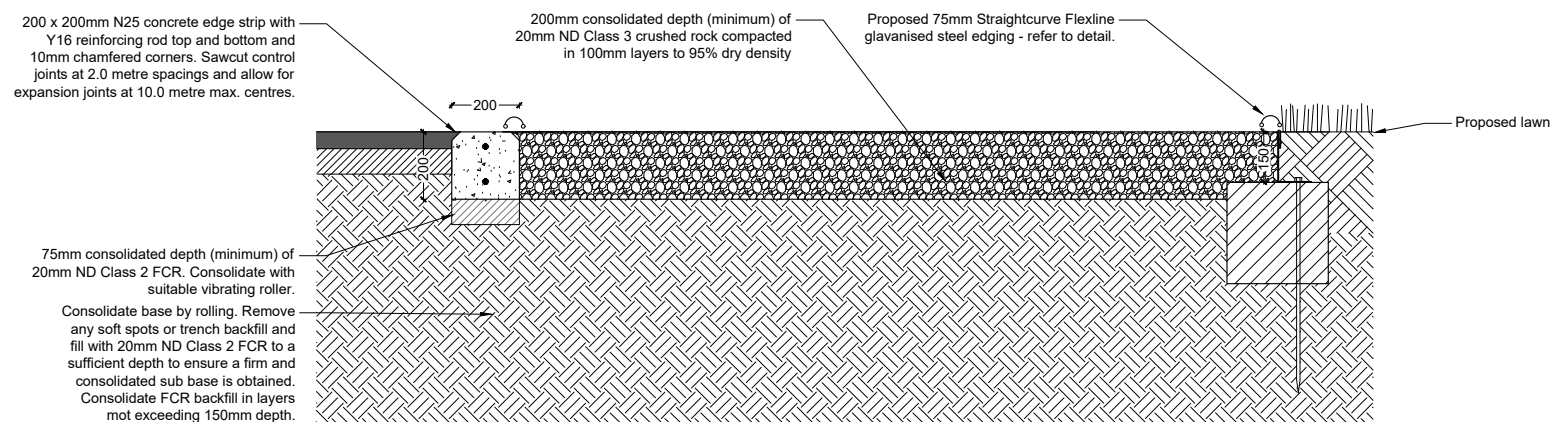
CONCRETE PAVEMENT ADJOINING EXISTING CONCRETE
Typical Detail - Scale 1:10



GRAVEL FOOTPATH - BUILT ON TOP OF NGL - TYPICAL DETAIL
Scale 1:10 @ A1



RED GUM SLEEPER STEEPS
Typical Detail - Scale 1:10



GRAVEL ROAD AND ADJOINING SURFACES
Typical Detail - Scale 1:10

Project Name & Address:
HORSESHOE LAGOON ENTRY
Shaw Street, MOAMA

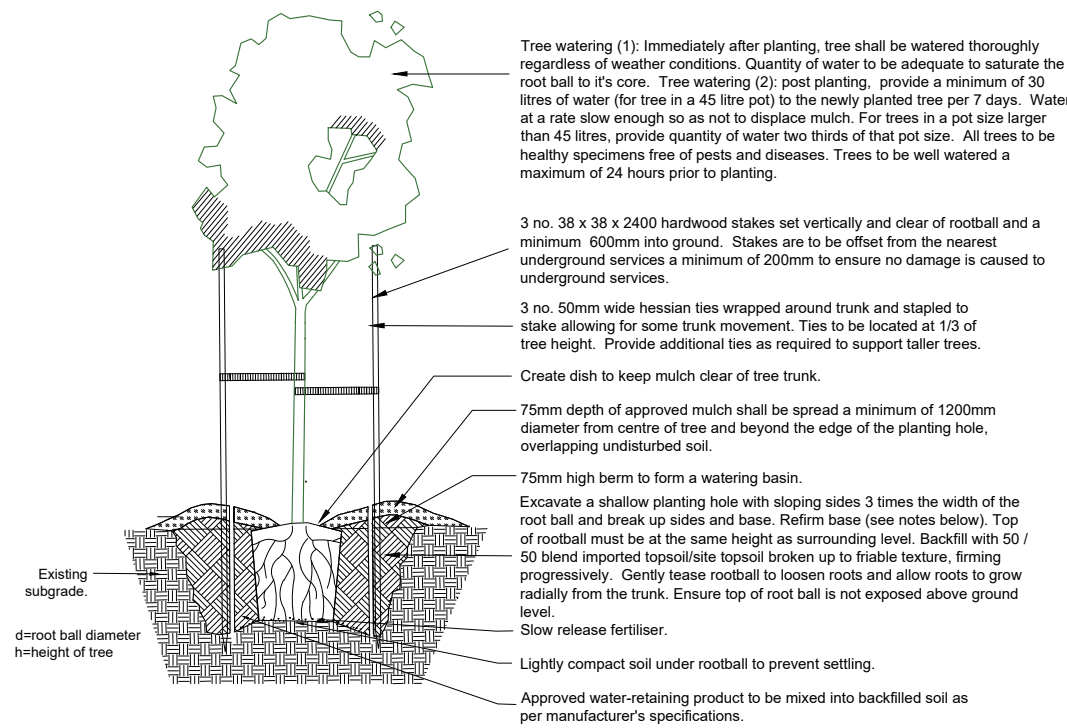
Drawing Title:
SURFACE DETAILS

Client:
MURRAY RIVER COUNCIL

Date: AUGUST 4, 2023
Scale: 1:100 @ A1 Sheet Size
Drawn: GC / LG
Checked: CR / DH
Planning Ref: N/A
Drawing No: 2312 - D14

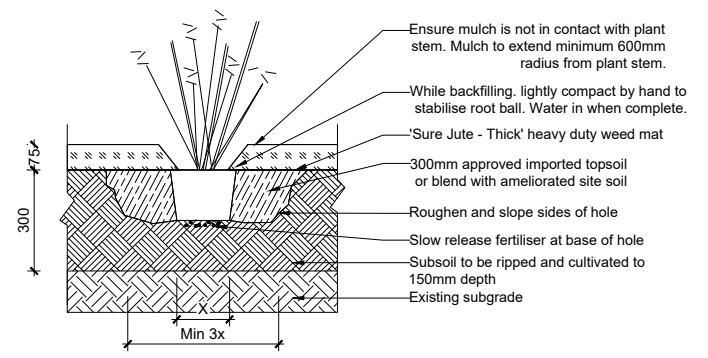
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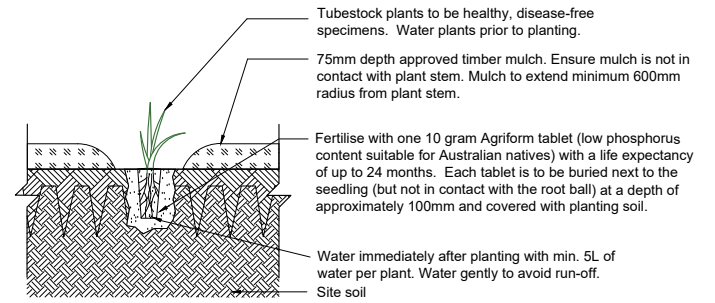


SEMI-ADVANCED TREE PLANTING DETAIL
(Not to Scale)

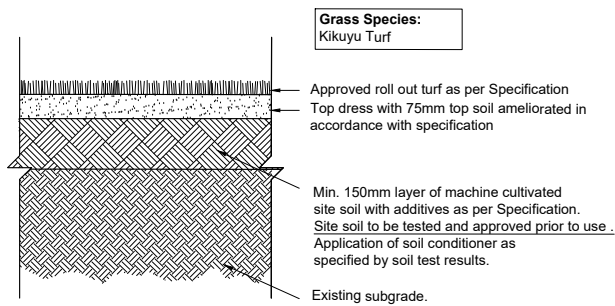
Note: It is the responsibility of the contractor to confirm the location of all underground services prior to commencement of any excavation or staking works.



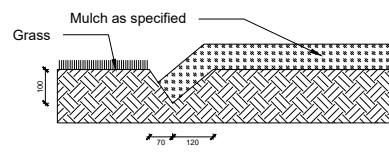
SHRUB PLANTING AND MULCHING
Scale 1:10 @ A1



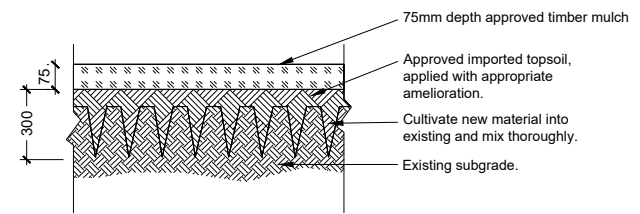
TUBESTOCK PLANTING DETAIL
Scale 1:10 @ A1



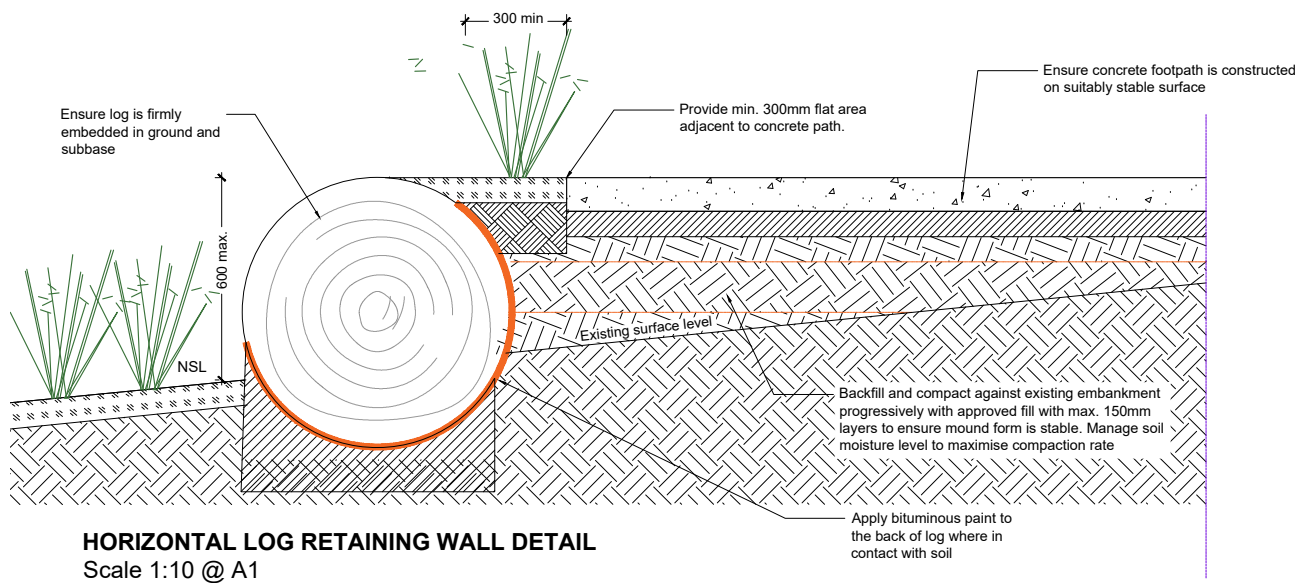
IRRIGATED GRASS DETAIL
SCALE 1:10 @ A1



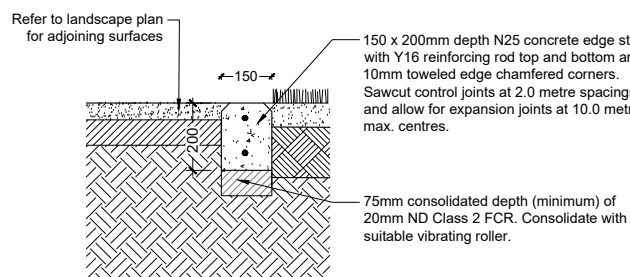
SPADE EDGING DETAIL
Scale 1:10 @ A1



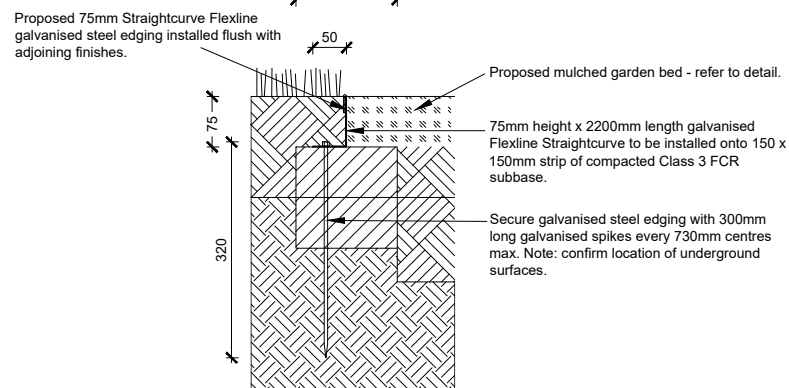
GARDEN BED PREPARATION
Typical Section - Scale 1: 10 @A1



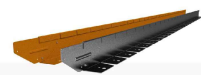
HORIZONTAL LOG RETAINING WALL DETAIL
Scale 1:10 @ A1



CONCRETE EDGE DETAIL
Scale 1:10 @ A1



75MM STRAIGHTCURVE FLEXLINE GALVANISED STEEL EDGING
Scale 1:5 @A1



75mm Straightcurve Flexline Galvanised Steel Edge

Size: 75mm high x 2.2m long
Web: www.straightcurve.com.au/

Note: Image for illustrative purpose only.

Project Name & Address:
HORSESHOE LAGOON ENTRY
Shaw Street, MOAMA

Drawing Title:
LANDSCAPE DETAILS

Client:
MURRAY RIVER COUNCIL

Date: AUGUST 4, 2023
Scale: 1:100 @ A1 Sheet Size
Drawn: GC / LG
Checked: CR / DH
Planning Ref: N/A
Drawing No:
2312 - D15

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LANDSCAPE SPECIFICATION

Prior to commencement of landscape works the Contractor is to confirm the location of all underground services in the vicinity of the works.

SITE SECURITY FENCING AND SIGNAGE

The site should be fenced at all times by the landscape contractor. The fencing shall be monitored on a daily basis to ensure that it is safe and secure.

SITE INDUCTION

At the commencement of the project a site induction will be held. It will include representatives of Council and the site supervisor that will outline expectations and expected contractor conduct including as a minimum:

- site vehicle access times
- location for contractor car parking / site office / materials delivery etc.
- services location identification
- environmental protection and site management
- irrigation management / protection.
- tree protection

SITE DEMOLITION

Demolition and tree removal is to be carried out as shown on the plans. Demolition materials are to be removed to approved recycling / waste management sites

HERBICIDE APPLICATION

At least two weeks prior to the commencement of landscape works spray all undesirable plants within the relevant proposed planting beds and grass areas with an approved systemic herbicide (e.g active ingredient glyphosate). Herbicide shall be applied in accordance with the manufacturers instructions.

Remove all weed growth from the site. Ensure all foliage, fruit and root matter is removed from site. Undertake site grading as shown on plans. Prepare trenches for services. Prepare/ excavate softfall areas to required depths. Cultivate all lawn areas to min. 150mm depth. Where garden beds are proposed, allow to excavate garden bed areas to 300mm depth (subject to underground services location) and replace with fresh topsoil, as specified. Ensure base of garden beds is cultivated to allow a blend of the soils and consists of material suitable for strong plant growth. If unsuitable material exists allow to excavate this material and backfill with topsoil as specified. Incorporate gypsum (by cultivation) at the rate of 2,000 grams per sq. metre to prepared soil.

The Contractor shall adjust and trim sub soil levels so that sub soil is placed / graded to the nominated levels and gradients as specified. The specified depth of topsoil and/or mulch shall then be added and tapered so that the finished mulch and/or topsoil levels meets flush with the adjacent finished surface levels.

Only herbicides and insecticides registered for use in New South Wales for the specific purpose may be used.

All declared noxious weeds should be removed as soon as practical or treated accordingly to the approval of the project manager. Ensure regular surveillance and follow-up weed control of the noxious weeds is implemented.

SETOUT, GRADING, PREPARATION, TRIMMING AND FINISHED LEVELS

Ground levels within all landscape areas should drain away from shelters towards paths, pits, kerbs etc. in accordance with all regulations.

The Contractor shall allow for excavating in whatever type of material is encountered. On no account will extras be considered for rock encountered in the excavations, unless previous agreements are made between the Contractor and Principal.

All levels and dimensions are to be verified on site prior to construction commencing. Any discrepancies are to be immediately reported to the Superintendent for further instruction. Pit locations shown are nominal only with final locations and heights to be confirmed on site.

The Contractor shall satisfy themselves by such means as they shall consider proper as to the location of all structures or services or other property that may be encountered in the performance of the Contract.

The Contractor shall be responsible for the location and protection of all existing services, buildings and structures and in the event of damage thereto the Contractor shall provide all things necessary to affect repair and pay in full the associated costs where such service or structure is shown on the drawings, or is evident on site, or has been pointed out.

The Contractor is to allow for a digital setout based on the supplied dwg / dxg file. If pavement grades are steeper than that nominated the contractor is to contact the Superintendent immediately for direction before proceeding any further with that part of the works.

EARTHWORKS

SERVICES IDENTIFICATION AND DIAL BEFORE YOU DIG

It is the Contractor's responsibility to obtain services plans from Dial Before you Dig (<https://www.1100.com.au>) prior to commencement of any works.

It is the Contractor's responsibility to undertake onsite services identification as required throughout the entire area of the project to accurately locate all services and services depths. Where there may be a potential conflict between existing services and proposed landscape works, the Contractor is to notify the nominated Council representative immediately for direction. All onsite contractors must maintain appropriate Dial before You Dig and any other relevant services plans / information onsite at all times and have these available for on-the-spot inspections by Council Officers. Failure to do so may result in works being halted until such information can be provided. Any damage to utility infrastructure will be the responsibility of the Contractor.

FILLING

Wherever possible, the material should be obtained from the site. Should imported soil / fill be required, written approval of the fill material must be provided by the project Manager.

Imported fill shall be externally tested and certified prior to delivery on site. Material shall be free of any deleterious material, including weed material or seed, vegetation, debris, building waste, contamination including herbicides, pesticides, asbestos and rock. Any rubbish / rock / contamination brought into the site with the fill must be removed from the site at the Contractor's expense.

BACKFILLING

Unless otherwise noted on the drawings, backfilling and compaction for underground services / irrigation trenches and minor excavations may be site-won materials, provided such fill is not rock and sound material free of perishable material or any material that will not form stable fill and is to the satisfaction of Council. Vegetation, topsoil, debris, building waste, rock and rock floaters shall not, under any circumstances, be used as fill, and all such materials shall be separated out from any site-won material considered suitable for fill.

CONCRETE PAVEMENT

For new pavements supply and install 125mm (nom.) depth min. 25Mpa concrete pavement with SL72 mesh central. All pavements to be finished with a broom finish to ensure a slip-resistance of P4 or R11 rating. Refer to detail.

CONCRETE VEHICLE TRAFFICABLE PAVEMENT

For new pavements supply and install 150mm depth min. 32Mpa concrete pavement with SL72 mesh central. All pavements to be finished with a broom finish to ensure a slip-resistance of P4 or R11 rating. Refer to detail.

CONCRETE EDGING

Contractor to supply and install 150mm wide x 200mm deep 25MPa concrete edging with Y16 reinforcing rod to top and bottom. Refer to details and plans.

STEEL GARDEN EDGING

Contractor to supply and install steel garden edging where nominated on the drawings.

Steel garden edging to be supplied by Straightcurve - distributed by Stratagreen.

Telephone: 1300 866 367 (or from local stockist).

Edge details:

Straightcurve garden edging: 75mm 'Flexline' with galvanised steel finish (code: FL75GS)

Refer to details for installation instructions.

SPADE EDGE

The Contractor shall be responsible for installing a space edge around garden beds indicated on the Drawings.

GABION WALL & SEATING

Contractor to supply and install gabion walls and seating as specified in furniture schedule and details.

COMPACTED GRANITIC SAND SURFACE

Low clay content, compacted granitic sand pavements finished to reasonably smooth and uniform surfaces. After compaction, surfaces shall conform to the lines, grades and thicknesses shown on the Drawings or specified or directed by the Project Manager. Where pavements are constructed against the back of kerbs or other pavements, the top of the granitic sand pavement shall be constructed to finish level with the adjacent surface.

Subgrade shall be formed at the required depth below finished surface level in accordance with the dimensions as shown on the Drawings. All soft, yielding or unstable materials and other unsuitable material shall be removed and replaced by approved materials. The subgrade shall be thoroughly compacted to current industry standards.

All base course material shall be 75mm compacted depth of Class 3, 20mm nominal size fine crushed rock. All base courses shall be fully compacted in layers 95% of modified maximum dry density.

Top course material of compacted granitic sand toppings is to be from an approved supplier. The top course shall be carefully placed upon the base course and compacted to achieve a dense solid surface that is resistant to scouring. The Contractor shall maintain the moisture content at the optimum level for placing and construction throughout the entire Construction Period. Any foreign matter such as rock and soil must be removed and the pavement re-established. It is important that the fully compacted depth of granitic sand is achieved, and the surface is even, fully compacted and free draining.

TOPSOIL AND SOIL TESTING

Where possible, suitable site topsoil should be used for garden beds and lawns. In acquiring site soil, the top 100mm layer shall be stripped of soil and vegetation and stockpiled on the site. The topsoil stockpile should be managed to ensure it is free of weeds at all times and does not cause a dust issue. Soil for use in garden beds and lawn areas may then be obtained from the stockpiled soil provided the soil meets the requirements as stated below. Additional imported topsoil may be blended with the site-salvaged soil including the addition of compost, nutrients, soil conditioner etc. where required.

EXISTING SOIL

Existing soil used in the landscape works shall be:

- Free from perennial weeds and their roots, bulbs or rhizomes.
- Free from building rubble including brick, concrete, plaster, timber, oil, contaminates such as residual herbicides, pesticides and asbestos, rubbish or any other matter deleterious to plant growth.
- Free from rocks or stones greater than 20mm diameter, but in any case, to have less than 5% stone by dry weight.
- Texture to be light to medium friable.

IMPORTED SOIL

Should imported soils be required, the subsoil shall be ripped and cultivated to a depth of 300mm to combine with the existing soil / base (refer to Australian Standard AS4419 'Soils for Landscaping and Garden Use'). Imported soil used in the landscape works shall be:

- Free from perennial weeds and their roots, bulbs or rhizomes.
- Free from building rubble, including brick, concrete, plaster, timber, oil, contaminates such as residual herbicides, pesticides and asbestos, rubbish or any other matter deleterious to plant growth.
- Free from rocks or stones greater than 20mm diameter, but in any case, to have less than 5% stone by dry weight.
- pH to be 6.0 - 7.0.
- Texture to be light to medium friable.
- Free from silt material.
- Non-hydrophobic.

The top soil shall conform to the specification as detailed below:

Topsoil particle size:

AS Sieve Size (mm)	% Passing by Mass
9.001	100
0.35	100
1.18	90 - 100
0.6	70 - 80
0.3	45 - 55
0.15	20 - 30
0.075	5 - 15
0.002	3 - 5

Topsoil Properties:

Topsoil used on the project should generally fall within the following ranges.

Property	Type	Amount
Nutrient Levels	Phosphorus (P) (mg/L)	0.7 - 4
	Potassium (K) (mg/L)	35 - 250
	Sulphur (S) (mg/L)	greater than 40
	Calcium (Ca) (mg/L)	50 - 350
	Nitrogen (N) (mg/L)	100 or less
	Manganese (Mn) (mg/L)	1 - 15
Additives	Compost	
Other Properties	Organic matter (% by mass)	20
	Soil reaction	
	Soluble salts, ppm or EC	pH 6 - 7
	Toxicity index to AS 3743	Below 750ppm or 0.25 dS/m

The Contractor is to make allowance for any site sourced topsoil to be tested prior to spreading. A minimum of five (5) samples of the site-won soil shall be randomly selected from different locations. The samples shall be comprehensively laboratory tested by an approved agency, as per the requirements above, for approval by Council.

The laboratory report shall be accompanied by recommendations for amelioration measures required to improve any deficiencies. Laboratory certificates shall accompany the sample soil mix submitted for approval at the commencement of the work, including details of the soil source.

If the site topsoil fails to conform to the above tests, the material may be ameliorated, in accordance with the recommendations of the laboratory report, to reach the relevant Australian Standards and the requirements, as identified above. If the material is deemed unsuitable for amelioration, imported topsoil (meeting the above requirements) shall be used in landscape construction. A laboratory certificate shall accompany the imported soil demonstrating the mix is in accordance with the above requirements.

During the progress of the works, the project manager shall select two (2) further samples of soil mix for analysis, to confirm compliance with the above requirements. In the event that the subsequent tests reveal unacceptable deviations from the approved, tested samples, the Contractor, at their expense, will be responsible for undertaking further amelioration processes to ensure compliance.

GRASSING (TURF)

The nominated grass areas are to be repaired / reshaped as required in accordance with levels and specifications. All grass areas are to be cultivated to 150mm depth, incorporate additives to address soil deficiencies and top dressed with 75mm min. of topsoil. Evenly spread an approved Starter Fertiliser (recommended N.P.K. ratio 10:4:6 + Trace Elements) at the recommended rate.

Areas which are identified on the plans as 'lawn' shall be turfed with 'Kikuyu' (or similar approved) as per supplier's recommendation.

Watering

Water turf area immediately after laying turf until the topsoil is moistened to its full depth. Continue watering to maintain moisture to this depth. Exclude access until the grass is sufficiently established to withstand normal wear and tear expected of the site. Maintain the turf in a healthy condition with correct applications of water, fertiliser etc. to sustain a healthy, vigorous growing grass sward.

Mowing

During the maintenance period mow to maintain the grass height within the 50 - 75mm height range. Remove all grass clippings from the site after each mowing.

Maintenance

Maintain the turfed areas until the attainment of a dense continuous sward of healthy and evenly green grass over the entire area. Where required, lift / topdress failed turf and re-lay with fresh turf of same blend. Cultivate and re-lay areas of lawn where survival is poor.

Top Dressing

Top dress subsided areas as required with a sandy-loam and re-sow or re-lay turf sods. Ensure the junction between footpaths and lawns is finished to form a firm, flush, even, uniform and safe joint.

Protection

The Contractor shall protect the newly laid turfed areas against trespass and traffic for minimum period of 4 weeks - particularly during wet conditions, or as long as required to ensure the proper establishment of the turf which will not be damaged by normal / day to day activities.

PLANTING BEDS

For garden beds provide 300mm min. depth of new planting soil. The planting soil shall have the following characteristics (or similar approved):

- 50% sandy loam (free of weeds and clay)
- 20% aged saw dust
- 20% composted pine bark fines
- 10% 1/4 minus scoria aggregate
- pH 5.5 - 6.5

Incorporate additives into silt soil to address deficiencies if used.

Note: The use of existing site soil is subject to Superintendents approval based on soil tests. Costs of removal of unsuitable soil are the responsibility of the landscape contractor to dispose of.

PLANT STOCK

- When specified plants are not available, substitute plants may only be used following approval from the Project Manager.
- Plants are to be purchased in the nominated pot size, unless approved by the Project Manager to vary the pot size from that specified.
- Plants shall show healthy growth, be undamaged, free of disease, have a size in proportion to their pot size and species, not be pot bound and shall generally have roots penetrating to the edge of the pot.
- The contractor shall check the condition of plants before taking delivery. All plants accepted by the contractor shall be healthy, vigorous, well established and have normal habits and proportions of growth typical of their species. Plants shall be free from insects, eggs, larvae, disease, weeds and other defects. All plants shall be suitably hardened off in the nursery prior to delivery to the site.
- All stock shall be labelled with the correct botanical name and shall be checked by the contractor before acceptance on the site.

PLANTING SCOPE

Planting is to be undertaken to the various areas nominated in the Landscape Plans and in accordance with this specification.

The scope of planting works is to include:

- Trees (semi-advanced stock)
- Shrubs grasses and ground covers (140mm pots / tubestock)
- Organic mulching / mulch mat installation
- Vermin control (if applicable)

PLANTING PROGRAM / TIMING

The contractor shall prepare a planting program to plant all planting zones as indicated on the Landscape Drawings and this Specification. The planting program should incorporate the pre-planting ground preparation program.

Where possible, all planting and tube stock supply is to be programmed to be undertaken during optimum planting seasons to maximise the optimum plant establishment period prior to the commencement of the summer season.

The contractor shall submit programs for the following tasks at the commencement of the contract:

- a pre-planting ground preparation program
- a weed control program
- a planting program for each of the nominated zones
- a post planting maintenance program including plant replacement program.

Where the construction / development program permits, planting should ideally be undertaken during early May to late August. This timing should maximise seedling establishment before summer and minimise watering requirements. Where the construction / development schedule does not allow for planting within the optimum months the contractor should allow within the quote for additional watering to ensure good growth and survival of plants.

PLANTING SET-OUT

All planting to be undertaken by experienced contractors with a detailed knowledge of the species, preferred ground / soil conditions, growth habits etc. for the specified plants.

The Contractor shall set out the location & shape of planting beds and / or the location of individual plants in accordance with the Drawings by:

- referring to drawing dimensions
- by reference to existing features as shown on the drawings
- by complying with plant number and density requirements as shown in the plant schedules / drawings.

The Contractor shall arrange for the project manager or a nominated representative, to be on site for plant set-out and sign-off on the set-out prior to planting commencing.

PLANTING PROCEDURE FOR 140MM POTS & TUBESTOCK

Refer to planting details.

WATERING & AFTERCARE

Watering and aftercare following planting and for the contract maintenance period shall generally be as described below:

- The site should be regularly monitored for moisture stress and all plants watered as required to ensure strong, healthy plant growth is maintained throughout the Contract period. Seasonally adjust the irrigation system to apply suitable irrigation water quantities
- Plants should be regularly checked for signs of insect attack and disease and appropriate actions taken to control the disease or infestation.
- Replace dead plants at the earliest opportunity (depending upon seasonal conditions), with the same species / provenance.
- Ensure the site is regularly monitored and managed to control and eradicate any weeds that germinate after planting for the entire period of the contract.
- All planting and grassed areas shall be maintained in a 100% noxious weed free state and in a minimum 95% weed free state.

PLANTING PROCEDURE FOR SEMI ADVANCED TREES

Refer to planting details.

Trees up to 1.80 metres high at planting to be staked with 3no. 38x38x2100mm long hardwood stakes. Trees over 1.80 metres high at planting to be staked with 3no. 50x50x2100mm long hardwood stakes.

WOOD MULCH - GARDEN BEDS

In garden beds - spread native (Eucalypt / Acacia) chippings / mulch (maximum particle size 30mm) at a minimum depth of 75mm over all planting areas. Ensure top of mulch finishes 20mm below adjacent paved surfaces.

The contractor shall ensure the mulch is free of soil, weeds, vermin, deleterious material and toxins. Mulch shall be placed to a minimum depth of 75mm and maximum depth of 100mm on planting bed areas. Mulch shall extend at least 500mm beyond plant centres at the outer edges of planting beds. Mulch shall be kept clear of plant stems to avoid collar rot.

DRAINAGE

Allow to supply and install subsurface drainage as shown on the landscape plans. Specific drainage components include:

- 90mm dia. PVC agricultural drains within 300mm wide trenches with 20mm screenings
- 300x300mm stormwater pits
- 100mm PVC stormwater pipe / conduits
- Inspection opening (i.o) at junction and ends of stormwater drainage pipes
- Gutter, downpipe & connection off shelter
- Rock beaching and outfall pipe

Ensure nominal 1-2% sub base gradient to stormwater pipes.

Grated drainage pits to be covered with a layer of geo-fabric to eliminate sand / small particle ingress into pit.

DRAINAGE OUTFALL

The site supervisor will liaise with the Council to confirm the stormwater drainage outfall location to Horseshoe Lagoon. The contractor will liaise with site supervisor to confirm any changes or requirements. End of stormwater drainage out fall to have rock beaching to limit riverbank erosion to the approval of all authorities

CARPARK /KERB

Civil design of carpark surface and kerbs by Murray River Council.

CONTINUES

Project Name & Address:
**HORSESHOE LAGOON
 ENTRY**
 Shaw Street, MOAMA

Drawing Title:
**LANDSCAPE
 SPECIFICATION I**

Client:
**MURRAY RIVER
 COUNCIL**

Date: AUGUST 4, 2023
 Scale: 1:100 @ A1 Sheet Size
 Drawn: GC / LG
 Checked: CR / DH
 Planning Ref: N/A
 Drawing No:
2312 - D16

THOMSON HAY
 LANDSCAPE ARCHITECTS

130 Howards Rd, Wattle Flat VIC 3352
 T 03 9334 9371 W www.thomsonhay.com

LANDSCAPE SPECIFICATION (cont.)

HORIZONTAL RETAINING LOG(S)

The Contractor shall transport, prepare and install approved landscape log element(s) as detailed on the Drawings. If required log length can not be found then multiple log elements can be used in replacement as approved by the Project Manager.

Log(s) are to be free of rot, insect infestation, structural cracks, and large splits greater than 30mm or other defects that may adversely affect the appearance, strength or durability of the material. Timber to be in-ground durable hardwood species eg. Red Gum, Red Box, Yellow Box, Ironbark

Source:

Reclaimed timber from Murray River Council stock yard

Contact:

Luke Keogh (MRC)
0418 544 230

Preparation:

- Bark completely removed
- Remove splinters
- Sand rough areas
- Apply bituminous paint to sub surface as shown
- Finish with 2no. coats of Cutek Extreme CD50 clear oil

FURNITURE & LIGHTING

The Contractor shall be responsible for supply and installation of all furniture, lighting and bollards as specified in the furniture schedule and details.

SHELTER

Product Name / Code: 5 x 5m MRC Standard Shelter

Supplier: Murray River Council
Luke Keogh
0418 544 230

The Contractor shall be responsible for supply and installation of the shelter as detailed in the drawings including all footings, fixing and structural members in accordance with the structural engineers certified drawings, Council requirements, Australian Standards and details.

Refer to Furniture Schedule for Description and Finish

Shelter Feature Panel

3mm mild steel laser cut feature panels with 'Bubble' pattern - refer detail

DFX file available to assist with laser cutting

SHELTER BALUSTRADE

Refer to details for stainless steel wire rope balustrade. Wire rope to be stainless steel 4mm 1x19 terminated with a stainless steel 10mm C-type terminal ball (underside of bottom angle) and swage terminal (underside of top angle). Allow 3400mm nom. length for each length of wire rope. Note: 3no. lengths per panel.

IRRIGATION

All garden bed areas and lawn areas to be watered with an automatic irrigation system as per the specification below. Irrigation system to connect to existing MRC automatic control system. Existing irrigation system has been inundated by recent flood water. Confirm conditions and extent of work with MRC. The primary source of the irrigation water will be potable (mains) water. The Contractor shall test the available water pressure and design the system accordingly

The irrigation system should generally be installed based on the following specifications:

- Install an automated irrigation system to all garden bed areas.
- The irrigation system should comply with all Local & State Government regulations and relevant Australian Standards & Codes.
- All valves, solenoids etc. shall be housed in approved reinforced plastic valve boxes with lids secured by a stainless steel bolt installed flush with finished ground levels.
- All pressure lines to be Class 12 PVC 20mm dia. (min.) or approved equivalent.
- The system shall be constructed to allow for periodic flushing.
- Where irrigation lines cross beneath a pathway / driveway it shall be placed within a 90mm dia. length of heavy duty conduit.
- An approved backflow prevention device shall be installed immediately downstream of the water connection point and housed in a below ground valve box.
- Garden beds + feature trees are to be irrigated by drippers using low density polyethylene (LDPE) pipe for non-pressure lines directed to all plants. For main lines use 20mm dia. min LDPE and for lateral lines use 13mm dia. min LDPE. Maximum length of 4mm dia. off-take lines to be 500mm. Use 1no. 4 L/hr dripper per shrub and groundcover plant and 2no. 4L/hr drippers per tree.
- Lawns to be irrigated with Gear driven pop-up sprinklers shall be used to irrigate all lawns. The sprinklers shall be gear driven and feature a 150 mm plastic riser assembly and be fitted with a check valve internally. The sprinkler shall have a minimum warranty of two years.
- The pop-up sprinklers shall be (or approved equivalent):
- Hunter SRM Part Circle Sprinkler with Check Valve
- Hunter PGP Part Circle Sprinkler with Check Valve.
- The Contractor shall adjust radii and part circle arcs to best cover the landscape area without resulting in excessive overspray onto garden beds, roads, or carparks. Pop-up sprinklers shall be installed so that the top of the rotor, in the retracted position, is flush with finished ground level and horizontal. Where pop-up sprinklers are located along kerbs or paved edges, the centre of the sprinkler body shall be offset 100 mm from the back of the kerb, to enable future mechanical edging.
- All irrigation products / fittings should be Hunter standard or equivalent.
- A 24V AC controller placed within a lockable cabinet with a double weatherproof GPO shall be supplied and installed at a location nominated by the Proprietor. The controller should be of sufficient capacity to have at least one spare station available and provide separate watering programs for different landscape areas.
- All cabling from the controller to field valves shall be of one continuous length and be installed within 25mm heavy duty conduit or immediately below the water supply pipe. Inspection fittings shall be installed at all changes in direction and at valve box junctions. Cable shall be a minimum 1.5mm and each cable to be individually colour coded.

WATERING & AFTERCARE

The contractor shall provide the Proprietor with the following in relation to the irrigation system:

- all instruction manuals for the irrigation controller / system
- an as-built drawing showing the location of all main irrigation infrastructure
- a training demonstration of the operation of the irrigation system.

CONSTRUCTION INSPECTIONS AND HOLD POINTS

During construction of all hard and soft landscaping works the project manager must attend the site and sign off on all construction Hold Points. This signed and dated document to provide documentary evidence of approvals at all hold points, including photo evidence, must then be presented prior to Practical Completion. Hold points to be at the following times:

- i. Pre-commencement meeting
- ii. Site preparation and set out
- iii. Hard infrastructure preparation
- iv. Soil preparation for
 - lawns areas
 - garden beds
- vi. Inspection of plant stock for:
 - trees
 - garden bed plants
- vii. Mulching planting and watering-in

MAINTENANCE AFTER PRACTICAL COMPLETION

Scope of Maintenance

The Contractor shall maintain the whole of the landscape work performed under this Contract until the completion of the Maintenance Period. The Maintenance Period shall commence from the Date of Practical Completion for 12 weeks for all landscape works.

Maintenance of the landscape work shall include:

- i replanting / replacement of dead trees / seedlings / cells
- ii woody weed control / broad-leaved weed control
- iii watering of all landscape areas as required for plant establishment
- iv mowing / slashing
- v re-turfing of grass areas (if / as required)
- vi pest and disease control
- vii re-mulching to maintain specified mulch depths
- viii pruning

- ix maintaining the site in a neat and tidy condition
- x repairs to erosion affected areas (as required)
- xi maintenance of irrigation system

NOTE - PLANT REPLACEMENT

It is the landscape contractors responsibility to supply and replace plant material that has died during the maintenance period.

It is the principal / developers responsibility to cover the costs of paying for plant material that has either been stolen or that has been damaged by the public etc. during the maintenance period.

Plants will need to be replaced and show signs of strong growth / development before handover and acceptance by the project manager. Plants which die or do not show satisfactory growth within the maintenance period shall be replaced and resown / replanted by the Contractor at the Contractor's expense. The Contractor shall program and allow for the supply and propagation of plants whether by seed or cutting as required for any replanting during the current or next available planting season.

Replacement Materials

All replacement materials used to be in accordance with the requirements of this specification, the drawings and plant schedules.

Weed Control

All planting and grassed areas shall be maintained to a 100% noxious weed free state.

Watering

All plants to be watered as necessary to ensure continued healthy and vigorous growth throughout the maintenance period.

Mowing / Slashing

Grassed areas shall be mown when the height of the grass exceeds 100mm. Areas which have been cut shall have a minimum grass height of 50mm. All grass clippings to be removed from the site.

Reseeding of Exotic Seeded Grass Areas

Areas with less than 95% grass cover after three months growth shall be re-seeded / relaid by the Contractor at the Contractor's expense. The Contractor shall ensure that a minimum of 95% cover is maintained throughout the duration of the maintenance period.

Pest and Disease Control

All plants are to be maintained free of insect infestation and plant disease.

Re-mulching

Areas mulched with chipped wood mulch to be maintained at 75mm min. consolidated depth and 100mm maximum depth.

Pruning

The Contractor shall prune trees and shrubs to remove damaged limbs / branches etc. Tree branches likely to form a dominant "U" or "V" shaped crotch shall be removed.

Maintaining the Site in a Neat and Tidy Condition

The Contractor shall maintain the site in a neat, tidy and safe condition during the contract period.

Repairs to Erosion Treated and Affected Areas

The Contractor shall maintain all areas subjected to erosion protection treatments and shall repair all damage or erosion which arise during the maintenance period. Such areas shall be re-prepared and re-protected as specified. Additional materials required by the Contractor to maintain, repair or complete the erosion control work shall be supplied by the Contractor at the Contractor's expense.

GENERAL NOTES

- 1.0 The following notes relate to the landscape development works at the Horseshoe Lagoon - Shaw Street, Moama and all associated plans construction details (Dwg. No's 2312 - D00 - D17) and site plans / notes and specifications prepared by the Landscape Architects.
- 2.0 The Contractor shall ensure that the extent of physical disturbance within the grounds is contained to the works area as defined on site the drawings. Modifications to vegetation, slopes, hydrology etc. should only be made where directed by the drawings, specifications or site communications.
- 3.0 The Contractor shall be responsible for the repair of damage to roads, tracks or other structures and vegetation, caused by their own works, and shall carry out remedial works as required at the conclusion of the building works or as directed.
- 4.0 Where separate works contracts meet, the Contractor should allow for an interface with the adjoining works to enable efficient carrying out of these works.
- 5.0 Should dangerous foundation conditions or unstable soil / rock conditions become apparent during the carrying out of works, or alternatively the presence of ground conditions not predicted by soil investigations, then the Contractor shall notify the Project Manager and await further instruction prior to proceeding with works.
- 6.0 All works shall be carried out by suitably experienced tradespersons using approved materials and methods. The site shall be maintained in a clean and tidy condition during the entire works contract and at the completion of works.
- 7.0 All waste generated from the site during the course of the contract (including general rubbish, excess soil, rock etc.) is the responsibility of the contractor and is to be removed from the site and deposited in approved location(s).
- 8.0 Works shall not be carried out during periods of dangerous climatic conditions, including periods of total fire ban, intense heat, flooding, or during other periods as directed by the Project Manager
- 9.0 Public access is to be restricted to the site during the construction works. The Contractor shall allow to maintain the site in a safe condition throughout the period of the contract. Suitable safety barriers and signs should be erected where required during the course of the contract to ensure visitors to the estate are protected from works / machinery with public access prohibited from all works areas. Adequate public safety signage / standards are to be maintained throughout the site at all times.

Preliminary Acceptance before Commencement of Maintenance Period

Landscape Works shall be inspected and approved and defects rectified before commencement of the Maintenance Period.

Final Acceptance

The landscape works shall be maintained for a minimum duration of 13 weeks from the date of preliminary acceptance.

Project Name & Address:
**HORSESHOE LAGOON
ENTRY
Shaw Street, MOAMA**

Drawing Title:
**LANDSCAPE
SPECIFICATION 2**

Client:
**MURRAY RIVER
COUNCIL**

Date: AUGUST 4, 2023
Scale: 1:100 @ A1 Sheet Size
Drawn: GC / LG
Checked: CR / DH
Planning Ref: N/A
Drawing No:
2312 - D17

THOMSON HAY
LANDSCAPE ARCHITECTS

130 Howards Rd, Wattle Flat VIC 3352
T 03 5324 5271 W www.thomsonhay.com

9.5 DIRECTOR COMMUNITY AND ECONOMIC DEVELOPMENT REPORT AND SUPPLEMENTARY MATTERS

9.5.1 GRANTS AND AWARDS - JULY 2023

File Number: -

Author: Tiana Cronin, Grant Officer

Authoriser: Sarah Ryan, Director Community and Economic Development

RECOMMENDATION

That Council receive and note the Grant and Awards Report for July 2023.

BACKGROUND

The purpose of this report is to provide an update on current funding and award applications submitted by Council.

DISCUSSION

GRANT OUTCOMES announced in the month JULY

There were no announcements made on outcomes relating to grants for the month of July.

Murray River Council's - Community Grants Program

2023-24 Round 1 – Opened 1st July 2023.

UPCOMING Grant Programs

Crown Reserves Improvement Fund – Opens September

SUBMITTED Grant applications for JULY

1.	Small Business Month (Oct)	<p><i>NSW Small Business Month is a month-long program created for small businesses across New South Wales to attend events aligned to their individual business interests. The theme for October 2023 is My Small Business and is focused on providing assistance and tips on how small businesses can strengthen their business in seven key areas – branding and marketing, cyber security, business health, ecommerce, current market conditions, resilience and teams.</i></p> <p>MRC submitted an application to run a Small Business Seminar on Oct 13th at Rich River Golf Club, with keynote speak Michael Licenblat who is a resilience expert and teaches people how to achieve more in high-pressure environments by bouncing back from pressures, setbacks, and rejections.</p>	Capped funding for Councils \$2,500
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AWARD applications

1.	Local Government Week Awards 2023	2023 RH Dougherty Events & Communications Awards – (Moama Lights 2022) Planning Awards – (Development Services Restructure) The Local Government Week Awards were presented on Thursday 3 August 2023 at Doltone House, Hyde Park.	Received “Highly Commended” Awards in both categories
2.	Australian Event Awards and Symposium	Best Regional Event – (Moama Lights 2022) Awards Ceremony 11 – 13 September TBC	Announced as a National Nominee
3.	2023 National Economic Development Awards for Excellence	Economic Development Initiatives - Regions Under 15,000 Residents - (Darts Australia 2022) The Award Gala evening will be held at the National Economic Development Conference 2023 in Karratha, WA 23 August 2023.	Announced as a Finalist
4.	NSW Australian Tourism Awards	Festivals and Events - (Moama Lights 2022) Winners will be announced at the Gala Dinner to be held in Sydney on 8 November 2023.	Finalists to be announced Wednesday 27 September

STRATEGIC IMPLICATIONS

3. Strategic Theme 3: A place of Liveable Communities

3.4 - Create and maintain safe and accessible community spaces that enhance healthy living and promote active lifestyles - Community Safer Spaces.

BUDGETARY IMPLICATIONS

NIL

POLICY IMPLICATIONS

NIL

LEGISLATIVE IMPLICATIONS

MIL

RISK ANALYSIS

- **What can happen?**
Projects not funded
- **How can it happen?**
Grants applications unsuccessful
- **What are the consequences of the event happening?**

Funding to be sought elsewhere or projects may not proceed

- **What is the likelihood of the event happening?**

Medium

- **Adequacy of existing controls?**

Adequate

- **Treatment options to mitigate the risk?**

Applications put forward for funding are scoped and prepared with all information available at the time of submitting.

CONCLUSION

Council continues to seek funding to deliver various projects that align to the Community Strategic Plan and provide benefit within the Murray River Council Community.

ATTACHMENTS

Nil

9.5.2 SECTION 355 COMMITTEE REPORT - MEETING MINUTES AS AT JULY 2023

File Number: -

Author: Sarah Ryan, Director Community and Economic Development

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That Council receive and note the July 2023 Section 355 Committee Report.

BACKGROUND

Council Section 355 Committees are to provide minutes of each committee meeting to keep Council informed of the committee's activities.

DISCUSSION

Council has 26 x Section 355 committees. These committees are made up of community volunteers who oversee the day-to-day management of facilities owned by council and/or provide advice to Council about such facilities.

The death of a Section 355 Committee Volunteer in NSW has exacerbated the need for Council to review the operating model of all our community committees to ensure that volunteers are well supported and managed from recruitment right through to execution of delegated responsibilities.

Karen Buckley has recently joined the Economic Development team on a secondment from the Community Services team. Karen's new role as Manager Local Connections, will be responsible for working collaborative with committees to assist them to meet their obligations as required by S355 of the Local Government Act 1993 and to improve governance and risk mitigation.

Minutes are attached to this report for Council's information.

STRATEGIC IMPLICATIONS

5. Strategic Theme 5: A place of Prosperity and Resilience

5.7 - Continue to develop strong and resilient communities - Development of a resilient economy.

BUDGETARY IMPLICATIONS

Scope of committee financial transactions vary.

POLICY IMPLICATIONS

Murray River Council Asset Management Policy (POL305).

Murray River Council Section 355 Committee Policy (POL119)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**
Committees fail to meet obligations.
- **How can it happen?**

Committees are generally unaware of the full extent of their roles and responsibilities, particularly in relation to WH&S, operational procedures and systems, procurement, and financial reporting.

There have not been the resources within council to provide requisite support and guidance to committees to ensure they understand their responsibilities and have necessary skills and capacity to fulfill obligations. This is not a reflection on the committee and expertise of Council staff, it is about the need to appropriately and adequately resource and support committees.

- **What are the consequences of the event happening?**

A number of Section 355 committees are very fragile and their medium to longer-term viability is questionable.

Council is under considerable pressure to comply with onerous obligations relating to the support and management of section 355 committees under the Local Government Act (and other Acts).

- **What is the likelihood of the event happening?**

Likely

- **Adequacy of existing controls?**

Moderate

- **Treatment options to mitigate the risk?**

Council needs to carefully consider the structure required to best support committees whilst managing all legal obligations.

A new interim role of Manager Local Connections has been created and Karen Buckley has been seconded from the Community Services team to work collaboratively with committees of Council to assist them to meet their obligations as required by S355 of the Local Government Act 1993 and to improve governance, risk mitigation, and long-term sustainability.

Steps will be taken to optimise the viability of committees where appropriate; consider the scope of support council will provide to support committees; determine the criteria that will trigger council's intervention in the operations of Section 355 committees, and what the intervention will be; plan for contingency management options, **and fully recognise the cost of this in council's long term financial plans.**

CONCLUSION

The following actions have been raised at recent committee meetings:

BACKGROUND

Council Section 355 Committees are to provide minutes of each committee meeting to keep Council informed of the committee's activities.

DISCUSSION

Economic Development and Tourism officers work with committees to assist them to meet their obligations as required by S355 of the Local Government Act 1993.

Minutes are attached to this report for Council's information.

STRATEGIC IMPLICATIONS

5. Strategic Theme 5: A place of Prosperity and Resilience

5.7 - Continue to develop strong and resilient communities - Development of a resilient economy.

BUDGETARY IMPLICATIONS

Scope of committee financial transactions vary.

POLICY IMPLICATIONS

Murray River Council Asset Management Policy (POL305).

Murray River Council Section 355 Committee Policy (POL119)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**

Committees fail to meet all obligations.

- **How can it happen?**

Committees are generally unaware of the full extent of their roles and responsibilities particularly in relation to WH&S, operational procedures and systems, procurement, and financial reporting.

There have not been the resources within council to provide requisite support and guidance to committees to ensure they understand their responsibilities and have necessary skills and capacity to fulfill obligations. This is not a reflection on the committee and expertise of Council staff, it is about the need to appropriately and adequately resource and support committees.

- **What are the consequences of the event happening?**

A number of Section 355 committees are very fragile and their medium to longer term viability is questionable.

Council is under considerable pressure to comply with onerous obligations relating to the support and management of section 355 committees under the Local Government Act.

- **What is the likelihood of the event happening?**

Likely

- **Adequacy of existing controls?**

Moderate

- **Treatment options to mitigate the risk?**

Council needs to carefully consider the structure required to best support committees.

Steps need to be taken to optimise the viability of committees where appropriate; consider the scope of support council will provide to support committees; determine the criteria that will trigger council's intervention in the operations of Section 355 committees, and what the intervention will be; plan for contingency management options, **and fully recognise the cost of this in council's long term financial plans.**

CONCLUSION

The following actions have been raised at recent committee meetings:

Goodnight Hall

- New laser cut hall signage being constructed by engineer in Piangil;
- Looking to purchase new solar lights for tennis courts and hall;

Mathoura Retirement Village

- Withdrawn resolution to sell vacant block;
- New sub committee formed to work through future operation models with Council officers and construction of new units;

Moulamein Centenary Reserve

- Request to meet with Council officers to work through future operation models as an advisory committee for the recreation reserve;

ATTACHMENTS

1. **Barham School of Arts Hall - Barham Lions - June Meeting Minutes** [↓](#) 
2. **Caldwell Hall - May Minutes** [↓](#) 
3. **Goodnight Hall - June Minutes** [↓](#) 
4. **Moama Lions Community Village Committee - April Minutes - Confidential**
5. **Moama Lions Community Village Committee - May Minutes - Confidential**
6. **Moama Lions Community Village Committee - June Minutes - Confidential**
7. **Moama Lions Community Village Committee - July Minutes - Confidential**
8. **Moama Lions Community Village - Treasurers Report April 2023 - Confidential**
9. **Moama Lions Community Village - Treasurers Report May 2023 - Confidential**
10. **Moama Lions Community Village - Treasurers Report June - Confidential**
11. **Moulamein Hall Meeting Minutes - August 2023** [↓](#) 
12. **Wakool Recreation Reserve Minutes - May 2023** [↓](#) 
13. **Mathoura Retirement Village - June minutes - Confidential**

Section 355 LGA Barham School of Arts Hall Committee Report.12th June 2023

NOTE. This meeting is included in the Barham Koondrook Lions Club monthly meeting.

Meeting Commenced-8pm.

Chair: T Barker.

J Boyd, J Whelan, B Rash, G Barker, R Daws, B Campbell, J Griffin, R Salter, D Griffiths, R Arthur.

Guest: N Gorey (MRC).

Apologies: C Pye, J Pye, G Minnis, G Cook, A Millar, R Millar, A Mathers, L Sheldrick, P Lloyd.

REPORTS:**Section 355 LGA Barham School of Arts Hall Committee Report.**

J Boyd* Welcomed Neil Gorey (MRC) and said we appreciate his attendance.

So far there has been no reply to our query as to how the breakup of the power and cleaning costs etc. is arrived at.

Neil Gorey* Sarah Ryan is the Director Community & Economic Development-Economic Development & Tourism for Murray River Council. An option is for Council to take over all the costs of power and cleaning. Suggested that a meeting be arranged with Sarah to talk about the future of the Hall and Reception Room. *The facilities are well managed by Lions. *Have we Applied for Heritage Funding/ * Council are preparing a master plan for the Councils Urban areas. * More car parking will be needed in the future.

T Barker* What plans do Council have for Barham in the future? She feels that Barham is very low in Councils list of priorities.

J Boyd* During the Bi-Centennial celebrations Council had to take over the facility to be eligible for Bi -Centennial Grants.*Security lighting desperately needs to be upgraded/repaired. Boyd Electrical have made a suggestion regarding the lights. *A Business Association needs to be reformed to liaise with Council. *The street parking bays need to be marked, so much wasted space the way some park.

G Barker* Explained where the money is spent and how the various costs are divided. *Now much more emphasis on Council usage of the Reception Room than Public use. *He will contact Sarah to arrange a meeting.

Financial Report- See Report from Moulamein attached.

Meeting Closed.9-40pm.

John Whelan

Secretary

Barham Koondrook Lions Club.

0429977351

Minutes of the Caldwell Hall Management Committee Meeting Held on the 15.05.2023 5pm incorporating AGM**Present:**

- Barb Goudie, Jamie McKindlay, Tim Garden, David Martin, Don Hearn, Penni Douglas-Garden, G Wise & Jo Hearn.

Apologies:

- NIL

Minutes of the Previous Meeting:

- Minutes of the previous meeting were read and accepted by Jo and Penni CRD

Inward Correspondence:

- Council regarding Section 355 Committee Members Details
- Quotes from ACROSS Electrical and Maintenance

Outward Correspondence:

- Thankyou letter to the Fire brigade for their support of the Hall Curtains

Financial Report:

- Balance of account is \$5473.60 income and expenditure as attached
- No invoice from FoSH yet
- Moved Barb Seconded Tim. CRD

General Business:

- FoSH- Thanks Don for all your help on the night of the function and your work before the night. Hall sold out in less than 3 weeks and no advertising; Caldwell is a FoSH favourite. Great team effort from all Committee members. FoSH will come again, P & C did 90 meals.
- Do we want another event? Jo doing research
- Heaters- Geoff spoke on Tiva heaters. Geoff to speak to Sarah Ryan. Barb to speak to Adrian Cross re heaters. Need to reverse fans and block whirly birds.
- Damaged signs reported to Council
- Thursday is the Perricoota Road Sheeting info day between 2-6pm
- Closing the CCC account. Barb to advertise in the Windy Pelican and then we can transfer the funds if no objections.

Election of Office Bearers:

Barb Goudie moved a block re-election for the Office bearers and committee members, 2nd Geoff Wise CRD.

President Jamie McKindlay, Vice President Tim Garden, Secretary/Treasurer Barb Goudie.
Committee members Jo Hearn, Penni Douglas Garden, David Martin, Don Hearn and Geoff Wise
from Council

Meeting Finished 5.40pm

General Meeting Goodnight Hall and Recreation Reserve

Date 20/06/2023 Meeting Opened 7.30pm

Present: Mareeka Andrews, Stephen Batty, Kim Morton, Danny Andrews, Greg Morton, Sarah Best

Apologies: Colin Batty, Ann Crowe, Annette Hepburn.

Minutes read form previous AGM

Read, moved S. Batty

Seconded M. Andrews

Correspondence: email from Burrawong Wind farm re grant outcome, letter from Origin advising of power increase, email from Minerva Trust re draft heritage citation for hall and copy of this distributed to all present.

Moved M. Andrews, Seconded S. Batty.

Treasurers Report: No change. Books to be audited in July.

General Business:

Heritage citation discussed at length. All happy with the citation and think Minerva Trust have done an excellent job. Copies taken to check for edits and additions. These will also be passed on to some older locals to review and any edits sent to Kim to pass on to Minerva Trust. All agreed if possible to locate a parish map of Milleu and Goodnight to show the original settlement blocks which occurred when Joseph Lockhart subdivided the land for the Goodnight settlement. As this settlement grew he allocated land for a community hall which was built in 1925.

Hall signage discussed. Stephen Batty still working with a Piangil engineer on laser cuts suitable for this. Hoping to have the sign with a paddle steamer on it. Stephen to get drafts to committee when available. Kim to still chase up other information board signage from Swan Hill suppliers.

A. Hepburn phoned Kim re having the laneways in Goodnight which are named after the paddle steamers who used to frequent the Murray River in this area having pictures of the paddle steamers on them to attract tourists in the future. She was hopeful grant money could be used for this. Kim advised that the grant money obtained from Windlab was already accounted for. All agreed to keep an eye out for possible grants and to inform A. Hepburn of these if available. A. Hepburn keen to be involved in 100-year celebrations.

Rubbish bins discussed at length and continuing problems with this. K. Morton to lodge a request to have a designated bin area away from the BBQ area as this is getting upgraded and current location is unsightly and difficult to get to. Will request a skip bin in addition to the other bins being relocated.

Discussion occurred around receipt of grant money from Windlab (Burrawong) and all pleased with this even though we only received a third of what was requested. All agreed to still proceed with BBQ and solar light upgrade. Will look at putting in for a community grant when these open in July to help with shortfall. All agreed on the purchase of stainless-steel BBQ 3 as per quote sheet and D. Andrews to organize the purchase of this.

Stephen to organize meeting with supplier of solar lights to look at options for 1 court and he will get back to committee with adjusted quote. Both tennis club and hall and rec reserve committees to still contribute \$2000 each to this project.

S. Best purchased fuel tin for mower use and will set up an account with Piangil shop for purchase of fuel to mow the courts. M. Andrews will contact B. Rogers to offer roster for courts if he requires it, possibly more for the lining of the courts and cleaning duties.

Will organize a working bee for the tennis club and hall and rec reserve once the new BBQ arrives. The old BBQ area was looked at and ideas obtained as to which areas to keep and how to improve.

Meeting closed. 9.10 pm.

MOULAMEIN HALL MANAGEMENT COMMITTEE INC

ANNUAL GENERAL MEETING – 2nd August 2023 – 4pm

PRESENT:

Karen Buckley, Barb Whitfield, Amy Lolicato, Alesha Buckley & Shantal Sherman.

APOLOGIES: Councillor Neil Gorey

NOMINATIONS:

President: Karen Buckley Nom: Barb Whitfield Sec: Amy Lolicato ACCEPTED

Secretary: Barb Whitfield Nom: Karen Buckley Sec: Shantal Sherman ACCEPTED

Treasurer: Shantal Sherman Nom: Amy Lolicato Sec: Alesha Buckley ACCEPTED

Committee: Belinda Gorey, Julie Skipsey & Melanie Arthur.

Moved: Karen Buckley Sec: Shantal Sherman

That minutes from previous Annual General meeting as read be accepted. CARRIED

GENERAL BUSINESS:

No business arising, general meeting to follow.

MEETING CLOSED: 4.15pm

MOULAMEIN HALL MANAGEMENT COMMITTEE INC

COMMITTEE MEETING – 2nd August 2023-4.15pm

PRESENT:

Karen Buckley, Barb Whitfield, Shantal Sherman, Amy Lolicato & Alesha Buckley.

APOLOGIES: Councillor Neil Gorey

MINUTES:

Moved: Shantal Sherman

Sec: Karen Buckley

That minutes from previous meeting as read be accepted.

CARRIED

CORRESPONDENCE:

INWARDS:

- Murray River Council-Requesting books for audit.
- Murray River Council- Council delegate request form.
- Email from Murray River Council Re: Installation of cameras to assist with catching who ever is breaking in to hall & informing that the police have been notified.
- Email from Murray River Council Re: Removal of furniture.

OUTWARDS:

- Email to Murray River Council Re: Removal of kitchen stove & relocation to Moulamein South Rec reserve sporting complex.
- Email to Murray River Council Re: Break ins at hall.

TREASURERS REPORT:

Account Balance \$30,252.04.

Moved: Shantal Sherman

Sec: Barb Whitfield

That treasurers report as presented be approved.

CARRIED

GENERAL BUSINESS:

- **Hall Equipment**
- Karen advised that the kitchen urn has been given to Moulamein Inc (Jeraly Woolshed-Heritage Village).
- Barb advised that Moulamein Inc (Jeraly Woolshed-Heritage Village) also have some tables & chairs from hall.

Moved: Karen Buckley

Sec: Alesha Buckley

That we approach the Moulamein Men's Shed to see if they want to restore furniture in Buffs room and donate to Heritage Village to display as part of the Hall's history.

CARRIED

Moved: Shantal Sherman

Sec: Barb Whitfield

That the kitchen crockery (with the exception of the cups and saucers that will be relocated to the community services office) be offered to the Heritage Village and if they decline offer it to the Sporting Complex and that the remaining tables and chair be offered to the Heritage Village.

CARRIED.

- Secretary to write to Council and seek approval for the relocation of equipment to the above section 355 committees being, Moulamein Inc-Heritage Village or Moulamein Sporting Complex.

Moved: Karen Buckley

Sec: Alesha Buckley

That the Hall Committee be dissolved due to the lack of purpose and deemed unusable to the public and formally advise Council of their decision for the relocation of the furniture.

CARRIED

Moved: Karen Buckley

Sec: Shantal Sherman

That the committee formally advise council of the current bank balance. The committee would like to recommend that the funds be re allocated to another 355 committee in Moulamein.

CARRIED

President Karen thanked the committee for their ongoing support and dedication to the management of the hall over the years and regrets that we have no alternative but to dissolve the committee.

MEETING CLOSED: 5.20pm

Minutes of S355 Wakool Recreation Reserve Committee Held on 18th May 2023 commencing at 7.15pm, at WDSM Club.

Meeting Opened:8.13pm

Acknowledgement of Country-The traditional custodians of the Wamba Wamba Barapa Barapa people of the land on which we meet today and pay our respects to the elders past and present.

Present: Genny Oggian, Robert Grant, Denis Gleeson (Counciller), Michelle Till, Annette Dow,

Apologies: Ann Hamilton, Melissa Trigg, Jean Fairchild, David Landini, Maree Whelan, Graham Rowland,

Conflict of Interest Declarations; Nil

Minutes of previous meeting; 17th February 2022

Moved; Rob Grant Seconded; Genny Oggian Carried

Matters Arising:

- The Gas bottle that had belonged to the footy club has been returned and the Progress has paid the account.
- **Very disappointing is the fact that the committee is still not receiving feed back on the questions asked in the minutes, leaving us to not know what councils' response on items is.** Could Council please explain why this has happened and give us feedback on the prior minutes??

Treasures Report: Robert Grant reported a balance on the 08/05/2023 of \$13430.76

Moved; Robert Grant Seconded; Genny Oggian Carried.

General Business:

- **Murray River Council items to be addressed.**

-letter received on the 15.3.2021 from John Coote, which has verbally been addressed with council, regarding the years of service by George Rathbone (30 plus years, life member of both Wakool Polo Cross and the Wakool Show). We would like to have a plaque attached on the stone at the entrance of the Wakool Rec Reserve. T Moved by Robert Grant Seconded Genny Oggian, Carried. We would like Council to advise of the next steps to completing this request. Letter of reply was be sent to John Coote. **Still require response from Council.**

This will be discussed at the next meeting, but could Council please clarify, if by joining the two 355 committees within our town will we still receive each income subsidies which are the source of keeping the Hall and Rec Reserve alive, or is it Councils intention to have us join forces and to survive on one income?? Please respond prior to next meeting.

- We would like to know the process, WHS, that Council goes through in checking the safety stands of the buildings and the outside areas around the Rec Reserve, eg risk assessments of the poles around the netball courts, seating around ground, Bar in undercover area of complex, storage buildings?

:- For future working bees that are held by the Rec Reserve can Council please supply a letter to state we are able to take rubbish to the tip, Council would be notified prior to the working bee. **Response Please.**

Could we please have a response on who completes these and who is responsible for rectifying issues that may arise? Do we have any issues we should be looking into?

- Discussion held on who is responsible for the old footy shed complex. Michelle explained that it is part of the Rec Reserve and therefore this committee and the council are responsible for the old footy complex. The complex is in need of quite a bit of work to keep it use able, we have water damage inside due to some issues with spouting and roof, along with fire damage inside due to fan fire, door sealing broken due to break and enter (which has been reported to police). Denis suggested that we get some quotes on the cost to have the building brought up to standard and have the repairs completed from the different forms of damage, then check with council what can be done with the building insurance that council would have on the complex. Resolved to get two quotes and then have another meeting in the coming weeks.
- The Rec Reserve agreed to have security cameras installed at the old footy complex. This is to be completed by Jason Mather.
- Rob stated that the Men's shed would like to know if the money they collect from the campers can be used to assist with the power bill they have, due to the fact that the campers are preferring to camp near there shed where there is some grass and shade. Agreed by all carried.
- Michelle moved a motion to pay \$25.00 per week along with WCPA paying \$25.00 per week to pay a cleaner to clean the campers' toilets and showers, Sec Rob, carried. Michelle to purchase some toilet paper and cleaning items and Genny and her will tidy the area before the cleaner starts.
- We would like the council to have the Lights in the toilets changed to motion sensor lights, due to the fact that the campers at times leave the lights on which then brings in insects, bug etc making the task of keeping this area clean and tidy very hard. **Can Council please respond.**
- Genny has asked that we record in the minutes that we had the footy complex broken into in May 2023 time (as we are not sure of the date.) The Show Committee lost their brand-new PA system stolen. Police and the forensic have been and a report have been made. The last person that was in the building prior to the break in was the Council worker who was inspecting the complex.

Next Meeting: June 2023 7pm Wakool DSM Club

Meeting Closed at 8.35 pm

9.5.3	CALDWELL	HALL	COMMITTEE	-	AGM
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File Number: -

Author: Sarah Ryan, Director Community and Economic Development

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That Council:

1. Revoke existing members of the Caldwell Hall Committee of management; and
2. Pursuant to Section 355 of the Local Government Act 1993 appoint new committee members nominated at the June 2023 AGM.

BACKGROUND

At its Section 355 Annual General Meeting held on 22 June 2023, Secretary/Treasurer called a block motion to re-elect all committee positions and office bearers.

DISCUSSION

Present at the meeting: Barb Goudie, Jamie McKindlay, Tim Garden, David Martin, Don Hearn, Penni Douglas-Garden, Geoff Wise and Jo Hearn.

A motion was carried for the following re-election:

President: Jamie McKindlay

Vice President: Tim Garden

Secretary/Treasurer: Barb Goudie

General Committee: Jo Hearn, Penni Douglas-Garden, David Martin, Don Hearn.

Council Delegate: Geoff Wise

Advice of committee members has been received and should be endorsed by Council.

STRATEGIC IMPLICATIONS

5. Strategic Theme 5: A place of Prosperity and Resilience

5.7 - Continue to develop strong and resilient communities - Development of a resilient economy.

BUDGETARY IMPLICATIONS

Scope of committee financial transactions low.

POLICY IMPLICATIONS

Murray River Council Asset Management Policy (POL305).

Murray River Council Section 355 Committee Policy (POL119)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**

Committees fail to meet obligations

- **How can it happen?**

Committees are generally unaware of the full extent of their roles and responsibilities particularly in relation to WH&S, operational procedures and systems, procurement and financial reporting.

There have not been the resources within council to provide requisite support and guidance to committees to ensure they understand their responsibilities and have necessary skills and capacity to fulfill obligations. This is not a reflection on the committee and expertise of Council staff, it is about the need to appropriately and adequately resource and support committees.

- **What are the consequences of the event happening?**

A number of Section 355 committees are very fragile and their medium to longer term viability is questionable.

Council is under considerable pressure to comply with onerous obligations relating to the support and management of section 355 committees under the Local Government Act.

- **What is the likelihood of the event happening?**

Likely

- **Adequacy of existing controls?**

Moderate

- **Treatment options to mitigate the risk?**

Council needs to carefully consider the structure required to best support committees.

A new interim role of Manager Local Connections has been created and Karen Buckley has been seconded from the Community Services team to work collaboratively with committees of Council to assist them to meet their obligations as required by S355 of the Local Government Act 1993 and to improve governance and risk mitigation.

Steps will be taken to: optimise the viability of committees where appropriate; consider the scope of support council will provide to support committees; determine the criteria that will trigger council's intervention in the operations of Section 355 committees, and what the intervention will be; plan for contingency management options, and fully recognise the cost of this in council's long term financial plans.

CONCLUSION

Advice of committee members has been received and Council should endorse new committee members nominated at the June 2023 AGM.

ATTACHMENTS

1. **Caldwell Hall Committee Meeting Minutes (inc AGM) - June 2023** [↓](#) 
2. **Caldwell Hall Committee Members 2023/2024 - Confidential**

Minutes of the Caldwell Hall Management Committee Meeting Held on the 15.05.2023 5pm incorporating AGM**Present:**

- Barb Goudie, Jamie McKindlay, Tim Garden, David Martin, Don Hearn, Penni Douglas-Garden, G Wise & Jo Hearn.

Apologies:

- NIL

Minutes of the Previous Meeting:

- Minutes of the previous meeting were read and accepted by Jo and Penni CRD

Inward Correspondence:

- Council regarding Section 355 Committee Members Details
- Quotes from ACROSS Electrical and Maintenance

Outward Correspondence:

- Thankyou letter to the Fire brigade for their support of the Hall Curtains

Financial Report:

- Balance of account is \$5473.60 income and expenditure as attached
- No invoice from FoSH yet
- Moved Barb Seconded Tim. CRD

General Business:

- FoSH- Thanks Don for all your help on the night of the function and your work before the night. Hall sold out in less than 3 weeks and no advertising; Caldwell is a FoSH favourite. Great team effort from all Committee members. FoSH will come again, P & C did 90 meals.
- Do we want another event? Jo doing research
- Heaters- Geoff spoke on Tiva heaters. Geoff to speak to Sarah Ryan. Barb to speak to Adrian Cross re heaters. Need to reverse fans and block whirly birds.
- Damaged signs reported to Council
- Thursday is the Perricoota Road Sheeting info day between 2-6pm
- Closing the CCC account. Barb to advertise in the Windy Pelican and then we can transfer the funds if no objections.

Election of Office Bearers:

Barb Goudie moved a block re-election for the Office bearers and committee members, 2nd Geoff Wise CRD.

President Jamie McKindlay, Vice President Tim Garden, Secretary/Treasurer Barb Goudie.
Committee members Jo Hearn, Penni Douglas Garden, David Martin, Don Hearn and Geoff Wise
from Council

Meeting Finished 5.40pm

9.5.4 MOULAMEIN HALL COMMITTEE - COMMITTEE DISSOLVED

File Number: -

Author: Karen Buckley, Acting Manager Community Services

Authoriser: Sarah Ryan, Director Community and Economic Development

RECOMMENDATION

That Council

1. Revoke existing members of the Moulamein Hall Committee of Management;
2. Dissolve the Moulamein Hall Committee of management pursuant to Section 355 of the Local Government Act 1993;
3. Approve the donation of existing hall furniture to Moulamein Heritage Village and Moulamein Men's Shed; and
4. Hold the balance of funds in a reserve pending a further report to Council.

BACKGROUND

Over the years Moulamein Hall has fallen into a state of disrepair. The building is unsafe for community use and has been closed. As such, the Moulamein Hall Committee of Management have resolved to wind up the committee.

DISCUSSION

Council may dissolve a committee where a vote of at least 75% of members entitled to vote is achieved. This must then be adopted by Council.

At its General Meeting held on 2 August 2023 the president called a motion to dissolve the committee which received a unanimous vote.

All assets and funds of the Committee will, after payment of all expenses and liabilities, be handed over to Council. The Secretary or Treasurer must forward all records (minutes, correspondence, financial records) to the Council immediately following the dissolution.

The committee have recommended donating Hall items as follows:-

- Urn, tables and chairs, cutlery and crockery to the Moulamein Heritage Village;
- Furniture for restoration to the Moulamein Men's Shed;

Council should consider holding the balance of funds in a reserve pending a future report to Council regarding the current Hall site and risk mitigation options.

STRATEGIC IMPLICATIONS

5. Strategic Theme 5: A place of Prosperity and Resilience

5.7 - Continue to develop strong and resilient communities - Development of a resilient economy.

BUDGETARY IMPLICATIONS

Scope of committee financial transactions low.

POLICY IMPLICATIONS

Murray River Council Asset Management Policy (POL305).

Murray River Council Section 355 Committee Policy (POL119)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**
Committee fails to meet its obligations.
- **How can it happen?**
Asset is no longer fit for purpose.
- **What are the consequences of the event happening?**
- A number of Section 355 committees are very fragile and their medium to longer term viability is questionable.
- Council is under considerable pressure to comply with onerous obligations relating to the support and management of section 355 committees under the Local Government Act.
- **What is the likelihood of the event happening?**
Likely
- **Adequacy of existing controls?**
Moderate
- **Treatment options to mitigate the risk?**
Accept dissolution of Committee

CONCLUSION

Council should resolve to dissolve the Moulamein Hall Committee of Management.

Council should approve the donation of existing hall furniture to Moulamein Heritage Village and Moulamein Men's Shed.

Council should consider holding the balance of funds in a reserve pending a future report to Council regarding the current Hall site and risk mitigation options.

ATTACHMENTS

1. **Moulamein Hall Management Committee Letter - Dissolution of Committee** [↓](#) 

MOULAMEIN HALL MANAGEMENT COMMITTEE INC

ANNUAL GENERAL MEETING – 2nd August 2023 – 4pm

PRESENT:

Karen Buckley, Barb Whitfield, Amy Lolicato, Alesha Buckley & Shantal Sherman.

APOLOGIES: Councillor Neil Gorey

NOMINATIONS:

President: Karen Buckley Nom: Barb Whitfield Sec: Amy Lolicato ACCEPTED

Secretary: Barb Whitfield Nom: Karen Buckley Sec: Shantal Sherman ACCEPTED

Treasurer: Shantal Sherman Nom: Amy Lolicato Sec: Alesha Buckley ACCEPTED

Committee: Belinda Gorey, Julie Skipsey & Melanie Arthur.

Moved: Karen Buckley Sec: Shantal Sherman

That minutes from previous Annual General meeting as read be accepted. CARRIED

GENERAL BUSINESS:

No business arising, general meeting to follow.

MEETING CLOSED: 4.15pm

MOULAMEIN HALL MANAGEMENT COMMITTEE INC

COMMITTEE MEETING – 2nd August 2023-4.15pm

PRESENT:

Karen Buckley, Barb Whitfield, Shantal Sherman, Amy Lolicato & Alesha Buckley.

APOLOGIES: Councillor Neil Gorey

MINUTES:

Moved: Shantal Sherman

Sec: Karen Buckley

That minutes from previous meeting as read be accepted.

CARRIED

CORRESPONDENCE:

INWARDS:

- Murray River Council-Requesting books for audit.
- Murray River Council- Council delegate request form.
- Email from Murray River Council Re: Installation of cameras to assist with catching who ever is breaking in to hall & informing that the police have been notified.
- Email from Murray River Council Re: Removal of furniture.

OUTWARDS:

- Email to Murray River Council Re: Removal of kitchen stove & relocation to Moulamein South Rec reserve sporting complex.
- Email to Murray River Council Re: Break ins at hall.

TREASURERS REPORT:

Account Balance \$30,252.04.

Moved: Shantal Sherman

Sec: Barb Whitfield

That treasurers report as presented be approved.

CARRIED

GENERAL BUSINESS:

- **Hall Equipment**
- Karen advised that the kitchen urn has been given to Moulamein Inc (Jeraly Woolshed-Heritage Village).
- Barb advised that Moulamein Inc (Jeraly Woolshed-Heritage Village) also have some tables & chairs from hall.

Moved: Karen Buckley

Sec: Alesha Buckley

That we approach the Moulamein Men's Shed to see if they want to restore furniture in Buffs room and donate to Heritage Village to display as part of the Hall's history.

CARRIED

Moved: Shantal Sherman

Sec: Barb Whitfield

That the kitchen crockery (with the exception of the cups and saucers that will be relocated to the community services office) be offered to the Heritage Village and if they decline offer it to the Sporting Complex and that the remaining tables and chair be offered to the Heritage Village.

CARRIED.

- Secretary to write to Council and seek approval for the relocation of equipment to the above section 355 committees being, Moulamein Inc-Heritage Village or Moulamein Sporting Complex.

Moved: Karen Buckley

Sec: Alesha Buckley

That the Hall Committee be dissolved due to the lack of purpose and deemed unusable to the public and formally advise Council of their decision for the relocation of the furniture.

CARRIED

Moved: Karen Buckley

Sec: Shantal Sherman

That the committee formally advise council of the current bank balance. The committee would like to recommend that the funds be re allocated to another 355 committee in Moulamein.

CARRIED

President Karen thanked the committee for their ongoing support and dedication to the management of the hall over the years and regrets that we have no alternative but to dissolve the committee.

MEETING CLOSED: 5.20pm

9.5.5 MOAMA LIONS COMMUNITY VILLAGE COMMITTEE - AGM

File Number: -

Author: Karen Buckley, Acting Manager Community Services

Authoriser: Sarah Ryan, Director Community and Economic Development

RECOMMENDATION

That Council:

1. Revoke existing members of the Moama Lions Community Village Committee of management; and
2. Pursuant to Section 355 of the Local Government Act 1993 appoint new committee members nominated at the July 2023 AGM.

BACKGROUND

At its Section 355 Annual General Meeting held on 03 July 2023, all committee positions were declared vacant, and nominations were called. Election of Office Bearers followed.

Discussion

Present at the meeting: C Hosking, I Jenkins, J Jenkins, B Hardwick, P Hosking, R Rigoni, F Crawley.

A motion was carried for the following election:

President: Colin Hosking

Vice President: Bob Hardwick

Secretary: June Jenkins

Treasurer: Ian Jenkins

General Committee: Ron Rigoni, Anita Hardwick, Graham Johnston

Council Delegate: Frank Crawley

Advice of committee members has been received and should be endorsed by Council.

STRATEGIC IMPLICATIONS

5. Strategic Theme 5: A place of Prosperity and Resilience

5.7 - Continue to develop strong and resilient communities - Development of a resilient economy.

BUDGETARY IMPLICATIONS

Scope of committee financial transactions high.

POLICY IMPLICATIONS

Murray River Council Asset Management Policy (POL305).

Murray River Council Section 355 Committee Policy (POL119)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993

RISK ANALYSIS

- **What can happen?**

Committees fail to meet obligations

- **How can it happen?**

Committees are generally unaware of the full extent of their roles and responsibilities particularly in relation to WH&S, operational procedures and systems, procurement and financial reporting.

There have not been the resources within council to provide requisite support and guidance to committees to ensure they understand their responsibilities and have necessary skills and capacity to fulfill obligations. This is not a reflection on the committee and expertise of Council staff, it is about the need to appropriately and adequately resource and support committees.

- **What are the consequences of the event happening?**

A number of Section 355 committees are very fragile and their medium to longer term viability is questionable.

Council is under considerable pressure to comply with onerous obligations relating to the support and management of section 355 committees under the Local Government Act.

- **What is the likelihood of the event happening?**

Likely

- **Adequacy of existing controls?**

Moderate

- **Treatment options to mitigate the risk?**

Council needs to carefully consider the structure required to best support committees.

A new interim role of Manager Local Connections has been created and Karen Buckley has been seconded from the Community Services team to work collaboratively with committees of Council to assist them to meet their obligations as required by S355 of the Local Government Act 1993 and to improve governance and risk mitigation.

Steps will be taken to: optimise the viability of committees where appropriate; consider the scope of support council will provide to support committees; determine the criteria that will trigger council's intervention in the operations of Section 355 committees, and what the intervention will be; plan for contingency management options, and fully recognise the cost of this in council's long term financial plans.

CONCLUSION

Advice of committee members has been received and Council should endorse new committee members nominated at the 3rd July 2023 AGM.

ATTACHMENTS

1. **Moama Lions Community Village Committee unconfirmed AGM Minutes - Confidential**
2. **Moama Lions Community Village Committee Members - Confidential**

9.5.6 MURRAY SHIRE HALL COMMITTEE - AGM

File Number: -

Author: Karen Buckley, Acting Manager Community Services

Authoriser: Sarah Ryan, Director Community and Economic Development

RECOMMENDATION

That Council:

1. Revoke existing members of the Caldwell Hall Committee of Management; and
2. Pursuant to Section 355 of the Local Government Act 1993 appoint new committee members nominated at the June 2023 AGM.

BACKGROUND

At its Section 355 Annual General Meeting held on 6th July 2023, all committee positions were declared vacant, and nominations were called.

DISCUSSION

A motion was carried for the following re-election:

President: Betty Muphy

Secretary: Ian Fisher

Treasurer: Heidi Glenn

Council Delegate: Tom Weyrich

Advice of committee members has been received and should be endorsed by Council.

STRATEGIC IMPLICATIONS

5. Strategic Theme 5: A place of Prosperity and Resilience

5.7 - Continue to develop strong and resilient communities - Development of a resilient economy.

BUDGETARY IMPLICATIONS

Scope of committee financial transactions low.

POLICY IMPLICATIONS

Murray River Council Asset Management Policy (POL305).

Murray River Council Section 355 Committee Policy (POL119)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**
Committees fail to meet obligations.
- **How can it happen?**

Committees are generally unaware of the full extent of their roles and responsibilities particularly in relation to WH&S, operational procedures and systems, procurement and financial reporting.

There have not been the resources within council to provide requisite support and guidance to committees to ensure they understand their responsibilities and have necessary skills and capacity to fulfill obligations. This is not a reflection on the committee and expertise of Council staff, it is about the need to appropriately and adequately resource and support committees.

- **What are the consequences of the event happening?**

A number of Section 355 committees are very fragile and their medium to longer term viability is questionable.

Council is under considerable pressure to comply with onerous obligations relating to the support and management of section 355 committees under the Local Government Act.

- **What is the likelihood of the event happening?**

Likely

- **Adequacy of existing controls?**

Moderate

- **Treatment options to mitigate the risk?**

Council needs to carefully consider the structure required to best support committees.

A new interim role of Manager Local Connections has been created and Karen Buckley has been seconded from the Community Services team to work collaboratively with committees of Council to assist them to meet their obligations as required by S355 of the Local Government Act 1993 and to improve governance and risk mitigation.

Steps will be taken to: optimise the viability of committees where appropriate; consider the scope of support council will provide to support committees; determine the criteria that will trigger council's intervention in the operations of Section 355 committees, and what the intervention will be; plan for contingency management options, and fully recognise the cost of this in council's long term financial plans.

CONCLUSION

Advice of committee members has been received and Council should endorse new committee members nominated at the July 2023 AGM.

ATTACHMENTS

1. **Murray Shire Hall - AGM Minutes**  
2. **Murray Shire Hall - Committee Members - Confidential**

MURRAY SHIRE HALL COMMITTEE

Annual General Meeting Minutes

26 June 2023

Present; Betty Murphy, Ian Fisher, Cr Tom Weyrich, Heidi Glenn, Alison McKean, Bronwyn Eddy, Sarah Ryan, Karen Buckley

Apologies; Margaret Watson

Election of Office Bearers

Cr Weyrich took the Chair and declared all positions vacant.

Moved Tom Weyrich, seconded Heidi Glenn that all positions remain the same. Carried

Chairperson, Betty Murphy

Treasurer, Heidi Glenn

Secretary, Ian Fisher

Committee, Bronwyn Eddy, Alison McKean, Margaret Watson

Meeting closed, 5.23pm

9.5.7 BARHAM MICRO ABATTOIR - VARIATION TO LEASE COMMENCEMENT DATE

File Number: -

Author: Sarah Ryan, Director Community and Economic Development

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That Council approve a variation to the Agreement to Lease to delay the commencement of the Lease to 1 September 2023.

BACKGROUND

Construction of the new micro abattoir is now complete. The Occupation Certificate was issued on 21 May 2023.

Key milestones yet to be achieved:

- DPI Audit approval;
- Lease to commence.

DISCUSSION

At its March meeting in 2021, Council resolved (*Resolution 200321*) to enter an agreement to lease the premises to MPMC. Under the agreement, upon the issuing of the Occupation Certificate, Council and MPMC will be under an obligation to enter the lease annexed to the Agreement.

The agreement provides that the completion date is the first day of the month immediately commencing following the issuing of an Occupation Certificate. On the completion date, Council is required to grant the Lease and MPMC is required to take up the Lease. Albeit the Agreement isn't fully executed, the Lease should commence 1 June 2023 unless a Deed of Variation is entered into, by mutual agreement of the parties, to delay the commencement of the Lease.

The Occupation Certificate was issued in May. MPMC then engaged DPI to undertake an audit to achieve licensing for operation of the facility. The audit is two stage process, a desktop audit followed by a practical audit. MPMC failed to achieve desktop audit and as such are under substantial pressure to bring the paperwork to a standard to achieve audit. A date is yet to be confirmed by MPMC for the practical audit.

Council should consider varying the Agreement to delay the obligation to enter the Lease until 1 September 2023 with Lease payments commencing 1 March 2024. This time frame will allow MPMC to take up the Lease and commence operating the micro abattoir as soon as the licence is granted by DPI.

STRATEGIC IMPLICATIONS

5. Strategic Theme 5: A place of Prosperity and Resilience

5.3 - Encourage and support economic development across the region - Economic development / Attraction of Businesses.

BUDGETARY IMPLICATIONS

Council has not expended any Council funds on this arrangement and there is minimal financial risk to Council if MPMC fail to take up the Lease or takes up the Lease and fails to operate.

POLICY IMPLICATIONS

Murray River Council Land Acquisition and Disposal Policy POL-602 V#1

LEGISLATIVE IMPLICATIONS

If MPMC takes up the Lease and fails to operate the micro abattoir it is in breach of the Lease and Council could follow the notice procedures under section 129 of the Conveyancing Act 1919 to notify of the breach and terminate the Lease or refuse to allow the exercise of the option to transfer the Premises to MPMC. If either the Agreement or Lease is terminated (whichever is applicable) Council could sell the premises by competitive process in accordance with its Policy referred to above or lease the premises to an alternative operator under a tender or other competitive process and in accordance with the Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**

As Council has not expended any Council funds on this arrangement, there is minimal financial risk to Council if MPMC fails to take up the Lease or takes up the Lease and fails to operate, however there may be reputational risk to Council flowing from the Grants obtained by Council for the premises.

Accordingly, Council should exercise its rights to ensure the operation of the micro abattoir if the MPMC fails.

- **How can it happen?**

MPMC takes up the lease and fails to operate the micro abattoir at the premises

- **What are the consequences of the event happening?**

Minimal

- **What is the likelihood of the event happening?**

Likely

- **Adequacy of existing controls?**

Adequate

- **Treatment options to mitigate the risk?**

- If either the Agreement or Lease is terminated (whichever is applicable) Council could sell the premises by competitive process in accordance with its Policy referred to above or lease the premises to an alternative operator

CONCLUSION

Council should note that construction is now complete.

The Agreement with MPMC provides that the completion date is the first day of the month immediately commencing following the issuing of an Occupation Certificate of works completed at the premises.

On the completion date Council is required to grant the Lease and MPMC are required to take up the Lease.

Council officers and MPMC have mutually agreed to delay the commencement of the Lease until 1 September 2023.

ATTACHMENTS

Nil

9.6 CORRESPONDENCE REPORT

9.6.1 CORRESPONDENCE REPORT

File Number: -
Author: Lindy Leyonhjelm, Executive Assistant
Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That the Correspondence Report be received and the information noted by the Council.

DISCUSSION

Due to the volume of correspondence that Council receives from Government Agencies, each Councillor has been forwarded the emails directly. As per resolution 290921 at the September 28, 2021, Council meeting, incoming emails from Government Agencies will not be included in this report unless by exception, only outgoing correspondence to Government agencies and general correspondence is recorded in the report.




OUTGOING CORRESPONDENCE:

- Letter to Helen Dalton – requesting support for businesses unable to obtain funding through the flooding event – 3 Aug 2023

INCOMING CORRESPONDENCE:

- MRC/Swan Hill Rural City Council -Bridge Submission Thank You – 24 July 2023
- Email response from Helen Dalton MP of letter - 3 Aug 2023

ATTACHMENTS

1. Letter to Helen Dalton - Request for support for flood impacted businesses [↓](#) 
2. MRC SH Bridge Submission ThankYou [↓](#) 
3. Email response from Helen Dalton MP of letter sent 3 Aug 2023 [↓](#) 



Murray River Council
PO Box 906
Moama NSW 2731
p 1300 087 004
e admin@murrayriver.nsw.gov.au
w www.murrayriver.nsw.gov.au

3 August 2023

Helen Dalton MP
Member for Murray
228 Cressy Street
DENILIQUIN NSW 2710

Email: Murray@parliament.nsw.gov.au

Dear Helen,

No response for correspondence sent seeking urgent support for flood affected businesses

We have sent correspondence to the Prime Minister, Premier of NSW, Minister for Emergency Services and NSW Reconstruction Authority without response.

We have advocated strongly to seek urgent support on behalf of businesses located in the Murray River Council Local Government Area who find themselves in a perilous situation following the October 2022 flood event.

Despite the damage bill for Murray River Council being the second highest in NSW (second only to Moree) we have not had any success in support for businesses that have fallen into the funding gaps. Many businesses are still attempting to recover from last year's event without any financial support and they are again being impacted by the current high-water levels.

We have had numerous ministerial visitors, as well as department personnel, who have spoken to businesses including houseboat and paddle steamer operators and businesses reliant upon the river who were cut off and isolated for many months, unable to trade.

Due to the diminishing health of businesses within our communities over a period of nine months we are reaching desperate times. After reaching out to Ministers seeking urgent assistance, the lack of response and support is creating further distress to our local businesses.

We would appreciate if you could make time to meet with myself, Terry Dodds and Sarah Ryan (Director Community & Economic Development) to discuss options for your full support in obtaining a response and assistance from the NSW Government.

We truly appreciate your support during this time and feel that with your assistance, we may be able to obtain some form of positive financial support for these fledging businesses.

Document ID:

Please contact me directly on 0439 163 272, Terry Dodds on 0417 425 948 or my EA Lindy Leyonhjelm via email on lleyonhjelm@murrayriver.nsw.gov.au to arrange a time to meet.

Yours sincerely



Chris Bilkey
Mayor

REF: 1434/23
SB/SKL

24 July 2023



Mayor, Cr Chris Bilkey
Murray River Council
PO Box 906
MOAMA NSW 2731
admin@murrayriver.nsw.gov.au

Dear Chris

THANK YOU FOR YOUR SUPPORT - SWAN HILL BRIDGE SUBMISSION

I wish to extend my sincerest gratitude for the invaluable support letters you provided in favour of Swan Hill Rural City Council's bridge submission to retain the funding committed by the former Federal Government of \$60 million dollars for the replacement of the Swan Hill Bridge.

With your support, we have been able to present a compelling case to the panel of the Independent Strategic Review of Infrastructure Investment Program, showcasing the significance of the bridge in fostering improved connectivity, accessibility, and safety for our community. Your letters have undoubtedly added weight and credibility to our submission, helping us progress closer to our goal.

Once again, please accept my heartfelt appreciation for your unwavering support and we will keep you updated on the progress/outcomes of our submission.

Yours sincerely

Cr Les McPhee
Mayor

45 Splatt Street SWAN HILL VIC 3585
PO Box 488 SWAN HILL VIC 3585
Telephone: (03) 5036 2333 Fax: (03) 5036 2340
Email: council@swanhill.vic.gov.au
ABN 07435620016

Good Afternoon Chris,

Thank you for your letter on behalf of the Murray River Council and the need for further assistance for businesses affected by the flooding in 2022.

I have written to the Cross Border Commissioner James McTavish to alert him of your concerns and the need for a conversation, so they are fully aware of the gaps in the funding that was offered post flood for small business. Victoria and South Australia received support so the Cross Border commission should be well placed to advocate for you or inform you how to proceed for the best outcome.

Also, I will email both the NEMA Deputy Coordinator- General Disaster Resilience and Recovery Dr Rina Bruinsma and NSW Reconstruction Director Linda Thomas to ascertain whether they have received a notification of your correspondence and if there is any movement on responding to your concerns raised.

I have had a look at what is available and there has been 35 applications received with 17 approved (as at 24 April) for the \$50k small business grants so I hope that is helping in some way. I understand that these businesses had to have suffered direct damage – 'direct damage' means a direct and material impact of flooding on business assets or equipment, which however does not cover a downturn in business due to access being affected or the river being closed.

Helen, is unfortunately unavailable for the next few weeks due to other commitments however I will inform her of your concerns and get back to you.

Regards
Sam

If you want to keep up to date with whats happening in the Murray register with Helen Dalton's newsletter [Click Here](#)

Samantha Star
Senior Electorate Officer
OFFICE OF HELEN DALTON MP, MEMBER FOR MURRAY

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9.7 SUNDRY DELEGATES REPORT

9.7.1 SUNDRY DELEGATES REPORT

File Number: -
Author: Lindy Leyonhjelm, Executive Assistant
Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That the Sundry Delegates Report of the Mayor and Councillors for the period 25 July 2023 through to 21 August 2023 be received and the information noted by the Council; and reasonable out of pocket expenses be met by Council.

DISCUSSION

The **Mayor, Councillor Chris Bilkey** was on leave during this time and has no report for attendance to meetings of functions.

The **Deputy Mayor, Councillor Frank Crawley** reported on his attendance at the following meetings and functions:

- 25 July: Waste facility Moama tour
- 25 July: Council Debriefing, community luncheon & Council meeting Mathoura
- 5 Aug: Australian Dart Championship Committee
- 7 Aug: Audit, Risk and Improvement Committee
- 8 Aug: Monthly Councillors Workshop & Moama Lions Village Committee Meeting
- 10 Aug: RAMJO Board dinner
- 12 Aug: Australian Darts Championship dinner
- 21 Aug: Flood Study Reference Committee meeting

Councillor Nikki Cohen reported on her attendance at the following meetings and functions:

- 25 July: Waste facility Moama tour
- 25 July: Council Debriefing, community luncheon & Council meeting Mathoura
- 8 Aug: Monthly Councillor Workshop
- 15 Aug: Darts Tournament Draw Moama Bowling Club
- 15 Aug: Moama Recreation Reserve Meeting
- 21 Aug: Flood Study meeting - Echuca

Councillor Ann Crowe did not supply a report on her attendance to meetings and functions for this time period.

Councillor Neil Gorey did not supply a report on his attendance to meetings and functions for this time period.

Councillor Kron Nicholas reported on his attendance at the following meetings and functions:

- 25 July: Waste facility Moama tour
- 25 July: Council Debriefing, community luncheon & Council meeting Mathoura
- 7 Aug: Audit, risk & improvement committee meeting
- 8 Aug: Councillor monthly workshop

And reported on his attendance at the following meetings and functions from previous dates:

- 13 July: Councillor monthly workshop
- 19 July: High River community meeting

Councillor Thomas Weyrich did not supply a report on his attendance to meetings and functions for this time period.

Councillor Geoff Wise did not supply a report on his attendance to meetings and functions for this time period.

Councillor Dennis Gleeson did not supply a report on his attendance to meetings and functions for this time period.

ATTACHMENTS

Nil

10 NOTICE OF MOTIONS/QUESTIONS WITH NOTICE**10.1 NOTICE OF MOTION - THAT MURRAY RIVER COUNCIL WILL PROVIDE ADVOCACY ON BEHALF OF OUR COMMUNITY MEMBERS WHO ARE POTENTIALLY AFFECTED BY THE VNI WEST HIGH VOLTAGE TRANSMISSION, OPTION 5A**

File Number: -

I, Councillor Neil Gorey, give notice that at the next Ordinary Meeting of Council to be held on 22 August 2023, I intend to move the following motion:

MOTION

That Murray River Council will provide advocacy on behalf of our community members who are potentially affected by the VNI West high voltage transmission, Option 5A. MRC will advocate that Option 5A should only proceed under the circumstance that the transmission line is routed underground, and not as the overhead high voltage transmission line which is currently proposed.

RATIONALE

The previous proposal, VNI West Option 5, located to the west of Moama, had broad-based opposition from the community due to the impact on farming land and community assets. With the new proposal, Option 5A, which is routed via Kerang through to Moulamein, we are now finding similar concerns being voiced by the community.

It is now best practice in many countries to install transmission lines underground, given the concerns of overhead structures which include detrimental impacts on the environment, landscape, farming systems and food production, and decreasing land values. Just as importantly, there exists concern amongst our communities of the possible health side-effects from living in the vicinity of high voltage power lines.

I commend this Notice of Motion to Council.

ATTACHMENTS

Nil

11 CONFIDENTIAL MATTERS

RECOMMENDATION

That Council moves out of Open Council into Closed Council at [Enter time](#).

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

11.1 Request for reduction in loan interest on Echuca Moama Cycling Club Community Loans

This matter is considered to be confidential under Section 10A(2) - b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

11.2 RECOMMENDATION TO AWARD CONTRACT MRC 208 - LEASE OF PLANT FOR WASTE OPERATIONS

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

11.3 Recommendation to award Contract MRC 2304 - Construction of Automated Depot Shed at the Moama Landfill

This matter is considered to be confidential under Section 10A(2) - d(ii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a competitor of the council.

11.4 Sale of Lot 3 DP 813704 - Mathoura Line Road, Moama

This matter is considered to be confidential under Section 10A(2) - c and d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

11.5 Mayoral Minute - Council endorse the appointment of an interim Chief Executive Officer to cover for leave taken by Mr Terry Dodds, CEO Murray River Council

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

11.6 Request for Waiver of Community Loan - Barham Medical Health Trust

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

11.7 CONTRACT MRC 2214 CONSTRUCTION OF MOAMA PRESCHOOL – CONTRACT VARIATION FOR LANDSCAPING WORKS

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

11.8 Recommendation to award tenders MRC 2314 Purchase of plant items

This matter is considered to be confidential under Section 10A(2) - d(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on

balance, be contrary to the public interest as it deals with information that would, if disclosed, reveal a trade secret.

11.9 Access Waste Reserve to construct a litter fence at Moama Landfill

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

11.10 Write Off Bad & Doubtful Debts for 2022/23 Financial Year

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

RECOMMENDATION

That Council moves out of Closed Council into Open Council at [Enter time](#).

RECOMMENDATION

That Council brings forward the resolutions from Closed Council into Open Council and these be read aloud.

12 CONCLUSION OF MEETING