



**murray river  
council**

# **AGENDA**

## **Ordinary Council Meeting Tuesday, 28 November 2023**

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

**Date: Tuesday, 28 November 2023**

**Time: 1:00 PM**

**Location: Moulamein Bowling Club  
Endeavour Drive  
Moulamein NSW 2733**

**Terry Dodds  
Chief Executive Officer**



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**1 OPENING MEETING**

**2 ACKNOWLEDGEMENT OF COUNTRY**

I acknowledge and respect the Traditional Custodians of the Lands where we stand today,  
I acknowledge Elders past and present, the pioneers whose toil inspires us still;  
And those who gave their lives, that we many now,  
On this proud past, a vibrant future build.

**3 APOLOGIES & APPLICATIONS FOR A LEAVE OF ABSENCE**

Questions without notice arising from minutes of previous meeting:

## 4 CONFIRMATION OF MINUTES

### 4.1 CONFIRMATION OF MINUTES - ORDINARY MEETING HELD ON 24 OCT 2023 AND EXTRA ORDINARY MEETING HELD ON 15 NOV 2023 OF MURRAY RIVER COUNCIL

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

#### RECOMMENDATION

That the minutes of the Ordinary Meeting of Murray River Council held on 24 October 2023 and Extra Ordinary Meeting of Murray River Council held on 15 November 2023 be confirmed as a true and correct record.



#### DISCUSSION

Murray River Council held its Ordinary Meeting of the Council on Tuesday 24 October 2023, commencing at 1:00pm at the Council Chambers (Lower Level), Moama Administration Office, 52 Perricoota Road, Moama.

Murray River Council held its Extra Ordinary Meeting of the Council on Wednesday 15 November 2023, commencing at 10:00am at the Council Chambers (Lower Level), Moama Administration Office, 52 Perricoota Road, Moama.

A copy of the draft minutes for each of the meetings are attached for ratification by the Council at this meeting.

#### ATTACHMENTS

1. Unconfirmed\_MINUTES\_Ordinary Meeting of Council 24 Oct 2023 [↓](#) 
2. UNCONFIRMED\_MINUTES\_of Extraordinary Council Meeting - Wednesday, 15 November 2023 [↓](#) 

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**MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes****24 October 2023**

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**MINUTES OF MURRAY RIVER COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, MOAMA ADMINISTRATION OFFICE, 52 PERRICOOTA  
ROAD, MOAMA  
ON TUESDAY, 24 OCTOBER 2023 AT 1:00 PM**

**PRESENT:** Cr Frank Crawley (Mayor), Cr Neil Gorey (Deputy Mayor), Cr Chris Bilkey (Councillor), Cr Nikki Cohen (Councillor), Cr Ann Crowe (Councillor), Cr Dennis Gleeson (Councillor), Cr Kron Nicholas (Councillor), Cr Thomas Weyrich (Councillor), Cr Geoff Wise (Councillor)

**IN ATTENDANCE:** Terry Dodds (Chief Executive Officer), Lindy Leyonhjelm (Executive Assistant), Rod Croft (Director Planning & Environment), Stephen Fernando (Director Corporate Services), Jack Bond (Director Infrastructure), Sarah Ryan (Director Community & Economic Development), Sandra Gordon (Manager Governance & Risk)

**1 OPENING MEETING**

The Mayor held a short appropriate prayer.

**2 ACKNOWLEDGEMENT OF COUNTRY**

The Mayor opened the meeting with an Acknowledgement of Country.

At this time of the meeting, the Mayor Cr Frank Crawley thanked Cr Chris Bilkey for his 10 years as service with Murray River Council and Murray Shire Council, the last 6 as Mayor. Cr Bilkey has tendered his resignation as a Councillor, taking affect on Friday 27 October 2023.

**3 APOLOGIES & APPLICATIONS FOR A LEAVE OF ABSENCE**

Nil

**4 CONFIRMATION OF MINUTES****4.1 CONFIRMATION OF MINUTES - ORDINARY MEETING HELD ON 26 SEPT 2023 OF MURRAY RIVER COUNCIL****RESOLUTION 011023**

Moved: Cr Kron Nicholas

Seconded: Cr Ann Crowe

That the minutes of the Extra Ordinary Meeting of Murray River Council held on 26 September 2023 be confirmed as a true and correct record.

**CARRIED**

Questions without notice arising from minutes of previous meeting/s

**5 DISCLOSURES OF INTERESTS**

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

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**MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes****24 October 2023****6 DEPUTATIONS****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 2022-26 DELIVERY PROGRAM REQUESTS FOR CHANGE OCTOBER 2023 (YEAR 2 OF PROGRAM)****RESOLUTION 021023**

Moved: Cr Neil Gorey  
Seconded: Cr Ann Crowe

That That Council endorse the recommended changes to the 2022-2026 Delivery Program as identified in the attached table and subsequent changes in the 2022-2032 Community Strategic Plan (if required).

**CARRIED****9.1.2 REMEMBRANCE DAY SERVICES - 11 NOVEMBER 2023****RESOLUTION 031023**

Moved: Cr Thomas Weyrich  
Seconded: Cr Nikki Cohen

1. That the Mayor, or a representative, attend and lay a wreath at the Remembrance Day Service in Mathoura at the War Memorial, Soldiers Memorial Gardens on Saturday 11 November 2022, commencing at 10:45am.
2. That the Mayor, or a representative, attend and lay a wreath at the Cenotaph, Kerrabee Soundshell Moama on Saturday 11 November 2022, commencing at 11 am.

**CARRIED**

Cr Thomas Weyrich will be the delegate representing Murray River Council at the Mathoura Remembrance Day Service.

Cr Frank Crawley will be the delegate representing Murray River Council at the Moama Remembrance Day Service.

**9.1.3 RESOLUTIONS OF THE COUNCIL - RESOLUTION TRACKER & INFOCOUNCIL ACTION REPORTS****RESOLUTION 041023**

Moved: Cr Neil Gorey

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**MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes****24 October 2023**

Seconded: Cr Geoff Wise

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.

**CARRIED**

**9.1.4 MONTHLY OPERATIONAL REPORT****RESOLUTION 051023**

Moved: Cr Ann Crowe  
Seconded: Cr Dennis Gleeson

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

**CARRIED**

**9.2 DIRECTOR CORPORATE SERVICES REPORT AND SUPPLEMENTARY MATTERS****9.2.1 INVESTMENTS AND RESERVES REPORT AS AT 30 SEPTEMBER 2023****RESOLUTION 061023**

Moved: Cr Dennis Gleeson  
Seconded: Cr Kron Nicholas

That Council resolve to receive the Investments & Reserves Report, as of 30 September 2023.

**CARRIED**

**9.2.2 DISCLOSURE OF INTEREST RETURN REPORTING****RESOLUTION 071023**

Moved: Cr Neil Gorey  
Seconded: Cr Ann Crowe

That Council notes that the Disclosures of Interest by Councillors and Designated Persons Returns have been tabled.

**CARRIED**

**9.2.3 BUDGET POLICY V#1 - FINAL ADOPTION****RESOLUTION 081023**

Moved: Cr Neil Gorey  
Seconded: Cr Geoff Wise

That the Budget Policy V#1 be adopted and placed in the Policy Register.

**CARRIED**

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**9.2.4 BORROWING POLICY V#1 - FINAL ADOPTION****RESOLUTION 091023**

Moved: Cr Ann Crowe

Seconded: Cr Kron Nicholas

That Council adopt the Borrowing Policy V#1 and place it in the Policy Register.

**CARRIED****9.2.5 MURRAY RIVER COUNCIL 2022/23 ANNUAL FINANCIAL STATEMENTS****RESOLUTION 101023**

Moved: Cr Neil Gorey

Seconded: Cr Dennis Gleeson

That Murray River Council resolve to:

1. receive the Unaudited General Purpose Financial Statements and Special Purpose Financial Statements for the period 1 July 2022 to 30 June 2023, attached hereto as Attachment 1 and Attachment 2 respectively, and
2. subject to there being no material changes the statements identified in section 1 above, to authorise the signing of the said statements by the Mayor and Deputy Mayor, representing the elected officials and the Chief Executive Officer and Responsible Accounting Officer representing management.

**CARRIED**

Mr Fernando to come back to Cr Cohen regarding question asked on page 39 of the Attachment 1, the Unaudited Special Purpose Financial Statements in the under separate cover attachments – \$379,000 in economic is restricted & allocated cash & cash equivalent, what makes up economic?

Mr Fernando come back to Cr Wise regarding the borrowing figure – this was found and discussed after the completion of the Council meeting.

**9.2.6 FINANCIAL REPORT - UNAUDITED FY 2023/24 PERIOD ENDING 30 SEPTEMBER 2023****RESOLUTION 111023**

Moved: Cr Kron Nicholas

Seconded: Cr Dennis Gleeson

That Council:

1. Receive the Financial Report, encompassing the Income Statement and Statement of Financial Performance for the period ended 30 September 2023.

**CARRIED****9.3 DIRECTOR IINFRASTRUCTURE REPORT AND SUPPLEMENTARY MATTERS**

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**9.3.1 MURRAY DARLING ASSOCIATION - MEMBERSHIP****RESOLUTION 121023**

Moved: Cr Ann Crowe  
Seconded: Cr Thomas Weyrich

That Council:

1. Re-join the Murray Darling Association.

Resolution option 1 was moved by Cr Crowe and seconded by Cr Weyrich for discussion and resolution.

**CARRIED**

That Council:

1. Re-join the Murray Darling Association.

**OR**

2. Review membership again during 2024 budget process

**9.3.2 RECOMMENDATION FOR PUTTING THE DRAFT ECHUCA-MOAMA FLOOD STUDY ON PUBLIC EXHIBITION****RESOLUTION 131023**

Moved: Cr Nikki Cohen  
Seconded: Cr Kron Nicholas

That the Draft Echuca-Moama Flood Study Report be placed on Public Exhibition for public comment from 30 October 2023 to at least 27 November 2023.

**CARRIED****9.3.3 MURRAY RIVER COUNCIL LOCAL TRAFFIC COMMITTEE****RESOLUTION 141023**

Moved: Cr Thomas Weyrich  
Seconded: Cr Nikki Cohen

That Council note the DRAFT minutes of the Murray River Council Local Traffic Committee meeting held on Wednesday 4 October 2023.

**CARRIED****9.4 DIRECTOR PLANNING AND ENVIRONMENT REPORT AND SUPPLEMENTARY MATTERS****9.4.1 TRANSFER STATION OPENING DAYS AND HOURS REVIEW****RESOLUTION 151023**

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Moved: Cr Nikki Cohen  
 Seconded: Cr Neil Gorey

That:

1. The Barham Waste and Resource Recovery Facility opening hours be extended by 4 hours on Sunday. Barham will be open two full-days being 9am-5pm Wednesday and Sunday.
2. The Mathoura Waste and Resource Recovery Facility opening hours be reduced from three 8-hour shifts per week to two 8-hour shifts per week. Mathoura will be open two full days being 9am-5pm Tuesday and Sunday.
3. The Wakool landfill facility be permanently closed. As per recommendation 1 Barham's opening hours be extended on Sunday to match the Wednesday opening hours to better service the community including Wakool.
4. The unmanned bins be removed from both Bunnaloo and Womboota and these sites be permanently closed.

**CARRIED**

At 1:38 pm, Cr Thomas Weyrich left the meeting.

At 1:39 pm, Cr Thomas Weyrich returned to the meeting.

#### 9.4.2 BUDGET VARIATION REQUEST - DEVELOPMENT SERVICES

##### RESOLUTION 161023

Moved: Cr Neil Gorey  
 Seconded: Cr Ann Crowe

That Council:

1. Considers the information outlined in the officer's report.
2. Approves the Budget variation request of \$30,000 (deficit) additional to the reallocation of \$180,000 of employee to contractor costs in Councils financial system, which will fund external contractors to cover the shortfall of resourcing in the Planning Services section for the remainder of the current financial year (2023/2024).
3. Council authorises the Chief Executive Officer or his delegate to investigate the option of appointing planning consultant(s) for a period of up to 5-years to complete the higher-level planning work (Senior Town Planner level), should no recruitment of senior planning staff eventuate after the current advertising campaign. A further report will be provided to Council.

**CARRIED**

At 1:51 pm, Cr Chris Bilkey left the meeting.

At 1:54 pm, Cr Chris Bilkey returned to the meeting.

#### 9.4.3 FINAL MURRAY RIVER COUNCIL LOCAL HOUSING STRATEGY

##### RESOLUTION 171023

Moved: Cr Chris Bilkey  
 Seconded: Cr Dennis Gleeson

That;

1. Council notes that information outlined in the council report in relation to the Final Murray River Council Local Housing Strategy.

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2. Council adopts the Final version of the Murray River Council Local Housing Strategy (both part 1 and 2) and forwards the document to the Department of Planning and Environment for endorsement.
3. Council authorises the Chief Executive Officer or his delegate to make edits to the final document where required to publish the document. Noting that any major changes to the document will come back to Council for re-endorsement.

In Favour: Crs Frank Crawley, Neil Gorey, Chris Bilkey, Nikki Cohen, Dennis Gleeson, Kron Nicholas, Thomas Weyrich and Geoff Wise

Against: Cr Ann Crowe

CARRIED 8/1

CARRIED

At 2:20 pm, Cr Dennis Gleeson left the meeting.

## 9.5 DIRECTOR COMMUNITY AND ECONOMIC DEVELOPMENT REPORT AND SUPPLEMENTARY MATTERS

### 9.5.1 MURRAY RIVER COUNCIL COMMUNITY GRANTS PROGRAM, 2023-24 - ROUND 1 ALLOCATION OF FUNDS

#### RESOLUTION 181023

Moved: Cr Thomas Weyrich

Seconded: Cr Geoff Wise

That:

1. Council funds the below projects under Round 1 of the 2023-24 Community Grants Program.
2. Council allocates the additional \$376 needed, from the 2023-24 Quick Response Grant Funding

Group	Project Title	Total Amount Requested	Total Project Cost	Amount Recommended
Golden Rivers Theatre Group Incorporated	Replacement of stage props and curtain	\$ 2,500.00	\$2,500.00	\$ 2,500.00
Wakool Memorial Hall Committee	Wakool Hall Fridge / Freezer replacement	\$ 2,048.00	\$2,048.00	\$ 2,048.00
Goodnight Recreation Reserve and Hall Committee	Celebrating community	\$ 3,000.00	\$14,539.00	\$ 3,000.00
Local Health Medical Trust	LHMT - Channel Walk Community Celebration - 26th November 2023	\$ 2,750.00	\$2,750.00	\$ 2,750.00
South West Music Limited	Childrens Concert - Mathoura	\$ 3,000.00	\$4,960.00	\$ 3,000.00
Friends of Old Moama	Filing cabinets	\$ 598.00	\$598.00	\$ 598.00
Echuca Moama Family History Group inc.	Restoration and replacement of flood damaged equipment	\$ 2,740.00	\$3,040.00	\$ 2,740.00
THE APEX Club of ECHUCA MOAMA	BBQ Trailer upgrade and rebuild	\$ 2,840.00	\$5,340.00	\$ 2,840.00

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Murray Downs Park Reserve Committee	Murray Downs Community Garden - Stage 2	\$ 3,000.00	\$3,625.00	\$ 3,000.00
Moulamein Men's Shed and Rice Museum Inc.	Acquisition of Joints/Planer machine	\$ 3,000.00	\$2,989.00	\$ 3,000.00
Murray Haven Homes	Signage	\$ 1,900.00	\$1,900.00	\$ 1,900.00
Koraleigh Recreation Reserve	Kitchen Bench upgrade	\$ 3,000.00	\$3,800.00	\$ 3,000.00
<b>TOTAL</b>		<b>\$30,376</b>	<b>\$30,376</b>	<b>\$30,376</b>
				<b>CARRIED</b>

At 2:21 pm, Cr Dennis Gleeson returned to the meeting.

### 9.5.2 GRANTS AND AWARDS - SEPTEMBER 2023

#### RESOLUTION 191023

Moved: Cr Ann Crowe  
Seconded: Cr Thomas Weyrich

That Council receive and note the Grant and Awards Report for September 2023.

**CARRIED**

### 9.5.3 KORALEIGH HALL & RECREATION RESERVE COMMITTEE AGM

#### RESOLUTION 201023

Moved: Cr Ann Crowe  
Seconded: Cr Thomas Weyrich

That Council:

1. Revoke existing members of the Koraleigh Hall & Recreation Reserve Committee of Management; and
2. Pursuant to Section 355 of the Local Government Act 1993 appoint new committee members nominated at the August 2023 AGM.

**CARRIED**

### 9.5.4 MALLAN RECREATION RESERVE & HALL COMMITTEE AGM

#### RESOLUTION 211023

Moved: Cr Ann Crowe  
Seconded: Cr Neil Gorey

That Council:

1. Revoke existing members of the Mallan Recreation Reserve & Hall 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.

**CARRIED**

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**9.5.5 SECTION 355 COMMITTEE MEETING MINUTES AS AT SEPTEMBER 2023****RESOLUTION 221023**

Moved: Cr Ann Crowe

Seconded: Cr Geoff Wise

That Council receive and note the September 2023 Section 355 Committee Report.

**CARRIED****9.5.6 MOAMA RIVERSIDE CARAVAN PARK - FURTHER REQUEST FOR RENTAL WAIVER****RESOLUTION 231023**

Moved: Cr Geoff Wise

Seconded: Cr Nikki Cohen

That Council not approve a further abatement of rent under the Crown Lease and Council Lease for Moama Riverside Caravan Park.

**CARRIED****9.5.7 UPDATE ON ECONOMIC DEVELOPMENT & TOURISM STRATEGY****RESOLUTION 241023**

Moved: Cr Chris Bilkey

Seconded: Cr Geoff Wise

That the Officer's report on providing an Update on Economic Development and Tourism Strategy as of 16 October 2023 be received and the information noted by the Council.

**CARRIED****9.5.8 WAKOOL RECREATION RESERVE MANAGEMENT COMMITTEE AGM****RESOLUTION 251023**

Moved: Cr Dennis Gleeson

Seconded: Cr Neil Gorey

That Council:

1. Revoke existing members of the Wakool Recreation Reserve Committee of Management;  
and
2. Pursuant to Section 355 of the Local Government Act 1993 appoint new committee members nominated at the September 2023 AGM.

**CARRIED****9.6 CORRESPONDENCE REPORT**

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**9.6.1 CORRESPONDENCE REPORT****RESOLUTION 261023**

Moved: Cr Geoff Wise  
Seconded: Cr Thomas Weyrich

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

**CARRIED****9.7 SUNDRY DELEGATES REPORT****9.7.1 SUNDRY DELEGATES REPORT****RESOLUTION 271023**

Moved: Cr Ann Crowe  
Seconded: Cr Geoff Wise

That the Sundry Delegates Report of the Mayor and Councillors for the period 26 September 2023 through to 23 October 2023 be received and the information noted by the Council; and reasonable out of pocket expenses be met by Council.

Future reports to be reported on as per the previous calendar month.

**CARRIED**

**Councillor Ann Crowe** reported on her attendance at the following meetings and functions:

- 26 Sept: Councillor Pre-briefing and Council meeting
- 5 Oct: Meeting with Director Planning & Environment – Murray Downs
- 6 Oct: Kyalite Sec 355 meeting to meet with consultants doing their town water supply planning. Discussion regarding the Hall and Rec Reserve area into the future
- 17 Oct: Housing Strategy Final adoption discussion

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

Nil

**11 CONFIDENTIAL MATTERS****RESOLUTION 281023**

Moved: Cr Ann Crowe  
Seconded: Cr Geoff Wise

That Council moves out of Open Council into Closed Council at 2:27pm.

**CARRIED**



## MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

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**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 Lot 1, DP 793207 - Cobb Highway, Moama - Interim Report**

This matter is considered to be confidential under Section 10A(2) - c 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.

**11.2 WATER BILLING - CORRECTION OF ERROR**

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).

**11.3 Sale of Land - Lot 3, DP 813704 - Mathoura Line Road, Moama**

This matter is considered to be confidential under Section 10A(2) - c 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.

**RESOLUTION 291023**

Moved: Cr Nikki Cohen

Seconded: Cr Geoff Wise

That Council moves out of Closed Council into Open Council at 3:40pm.

**CARRIED****RESOLUTION 331023**

Moved: Cr Nikki Cohen

Seconded: Cr Ann Crowe

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

**CARRIED****11.1 LOT 1, DP 793207 - COBB HIGHWAY, MOAMA - INTERIM REPORT****RESOLUTION 301023**

Moved: Cr Kron Nicholas

Seconded: Cr Ann Crowe

**PROPOSED RESOLUTION OF COUNCIL**

## MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

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That Murray River Council (Council) resolve to:

1. recognise that the proposed sale of the land identified as Lot 1, DP 793207 located on Cobb Highway, Moama (the Land) is not solely for the purpose of disposing of the said Land, but is being undertaken with wider economic development objectives, and
2. acknowledge the potential economic benefits that could arise for the Murray region from the planned agricultural technology (AgTech) manufacturing facility for the said Land by the proposed purchaser and the potential for such a facility to act as an economic catalyst, especially given the important role of the agricultural sector for the local economy, and
3. authorise the Chief Executive Officer (CEO) to conclude the negotiations for the land identified as Lot 1, DP 793207 located on Cobb Highway, Moama (the Land), for a minimum price as identified in this resolution, based on the two valuations obtained for the Land as required by the Council's Land Acquisition and Disposal Policy (which were within +/-5% of the valuation undertaken by the proposed purchaser), adjusted for the extension of required infrastructure, and
4. require the CEO to present to Council the final draft of the agreement, together with the reports identified in sections A iii and iv of resolution 5.2.1 adopted by Council at its special meeting held on 2 November 2022, for final adoption, before undertaking the transfer of the Land to the intended purchaser.

In Favour: Crs Frank Crawley, Neil Gorey, Chris Bilkey, Nikki Cohen, Ann Crowe, Dennis Gleeson, Kron Nicholas, Thomas Weyrich and Geoff Wise

Against: Nil

**CARRIED 9/0**

**CARRIED**

Having a single resolutions and placing a number in a section which remains confidential, whether it's the 4.3 or some other number, provides us with the commercial confidentiality, envisaged by Sec 10A(2)c. of the act.

## 11.2 WATER BILLING - CORRECTION OF ERROR

### RESOLUTION 311023

Moved: Cr Nikki Cohen

Seconded: Cr Ann Crowe

That Murray River Council (Council) note the proposed reversal of Water Consumption Charges, as a result of an erroneous data entry of the closing meter read.

**CARRIED**

## 11.3 SALE OF LAND - LOT 3, DP 813704 - MATHOURA LINE ROAD, MOAMA

### RESOLUTION 321023

Moved: Cr Chris Bilkey

Seconded: Cr Dennis Gleeson

That Murray River Council resolve to authorise the Chief Executive Officer to:

1. engage with the parties (through the appointed real estate agents Elders Rural), expressing and interest to purchase the land identified as Lot 3, DP 803704, situated on Mathoura Line Road, Moama (the Land) to complete the negotiations and sell the said Land at the highest

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

24 October 2023

possible price, subject to the sales pricing being above the Reserve Price as identified in the report.

2. to sign any necessary documents and deeds and if required affix the Council seal on any such documents, required to give effect to the transfer the ownership of the said Land from Council to the successful buyer.

In Favour: Crs Frank Crawley, Neil Gorey, Chris Bilkey, Nikki Cohen, Ann Crowe, Dennis Gleeson, Kron Nicholas and Geoff Wise

Against: Cr Thomas Weyrich

**CARRIED 8/1**

**CARRIED**

12 CONCLUSION OF MEETING

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 3:45pm.

The next Ordinary Meeting of Murray River Council will be held on Tuesday 28 November 2023, commencing at 1:00 PM, in Moulamein Bowling Club, Endeavour Drive, Moulamein NSW 2733.

THESE MINUTES ARE SIGNED AS A TRUE AND ACCURATE RECORD OF THE PROCEEDINGS OF THE ORDINARY MEETING OF THE MURRAY RIVER COUNCIL HELD ON 24 OCTOBER 2023, IN ACCORDANCE WITH A RESOLUTION OF THE COUNCIL ON 28 NOVEMBER 2023.

.....  
MAYOR

.....  
CEO

**MURRAY RIVER COUNCIL Extraordinary Council Meeting Minutes****15 November 2023**

**MINUTES OF MURRAY RIVER COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, MOAMA ADMINISTRATION OFFICE, 52 PERRICOOTA  
ROAD, MOAMA  
ON WEDNESDAY, 15 NOVEMBER 2023 AT 10:00 AM**

**PRESENT:** Cr Frank Crawley (Mayor), Cr Neil Gorey - online (Deputy Mayor), Cr Nikki Cohen (Councillor), Cr Ann Crowe (Councillor), Cr Dennis Gleeson (Councillor), Cr Kron Nicholas (Councillor), Cr Thomas Weyrich (Councillor), Cr Geoff Wise (Councillor)

**IN ATTENDANCE:** Terry Dodds (Chief Executive Officer), Lindy Leyonhjelm (Executive Assistant), Rod Croft (Director Planning & Environment), Jack Bond (Director Infrastructure), Sandra Gordon - online (Manager Governance & Risk)

**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**

Nil

**4 DISCLOSURES OF INTERESTS**

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

**5 REPORTS TO COUNCIL****5.1 CHIEF EXECUTIVE OFFICERS REPORT AND SUPPLEMENTARY MATTERS**

Nil

**5.2 DIRECTOR CORPORATE SERVICES REPORT AND SUPPLEMENTARY MATTERS****5.2.1 APPLICATION FOR A SPECIAL RATES VARIATION****MOTION**

Moved: Cr Dennis Gleeson

Seconded: Cr Ann Crowe

That Murray River Council (Council) resolve in principle to make an application to the Independent Pricing & Regulatory Tribunal (IPART) of New South Wales for a Special Rates Variation (SRV), and

Direct the Chief executive Officer (CEO) to:

**MURRAY RIVER COUNCIL Extraordinary Council Meeting Minutes****15 November 2023**

<p>(a) engage with the community to obtain feedback on the three alternative options for the SRV, namely the Extended Option, the Accelerate Option, and the Combined Option, as detailed within the report, and</p> <p>(b) submit a final report detailing the engagement activities undertaken and considering the feedback received, a recommendation on the details of the SRV for which a formal application is to be made to IPART.</p> <p><u>In Favour:</u> Crs Ann Crowe, Dennis Gleeson, Kron Nicholas and Thomas Weyrich</p> <p><u>Against:</u> Crs Frank Crawley, Neil Gorey, Nikki Cohen and Geoff Wise</p> <p style="text-align: right;"><b>EQUAL</b></p> <p>Cr Crawley has used his casting vote to vote against the motion</p> <p style="text-align: right;"><b>MOTION WAS LOST</b></p>
<p><b>RESOLUTION 011123</b></p> <p>Moved: Cr Thomas Weyrich Seconded: Cr Ann Crowe</p> <p><b>Suspension of Standing orders</b></p> <p>Suspension of Standing orders were moved at 10:07am to discussion item 5.2.1 Application for Special Rates Variation</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>RESOLUTION 021123</b></p> <p>Moved: Cr Geoff Wise Seconded: Cr Ann Crowe</p> <p><b>Resumption of Standing orders</b></p> <p>Resumption of Standing orders were moved at 11:09am</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>MOTION</b></p> <p>Moved: Cr Nikki Cohen Seconded: Cr Neil Gorey</p> <p><b>FORESHADOWED MOTION</b></p> <p>That Murray River Council (Council) resolve in principle to make an application to the Independent Pricing &amp; Regulatory Tribunal (IPART) of New South Wales for a Permanent Special Rates Variation (SRV), and</p> <p>Direct the Chief executive Officer (CEO) to:</p> <p>(a) engage with the community to obtain feedback on the three alternative options for the SRV, namely the Extended Option, the Accelerate Option, and the Combined Option, as detailed within the report, and</p> <p>(b) submit a final report detailing the engagement activities undertaken and considering the feedback received, a recommendation on the details of the SRV for which a formal application is to be made to IPART February 2025.</p>

**MURRAY RIVER COUNCIL Extraordinary Council Meeting Minutes****15 November 2023**

<u>In Favour:</u>	Crs Frank Crawley, Neil Gorey and Ann Crowe
<u>Against:</u>	Crs Nikki Cohen, Dennis Gleeson, Kron Nicholas, Thomas Weyrich and Geoff Wise
	<b>LOST 3/5</b>

At 11:05 am, Cr Kron Nicholas left the meeting.

At 11:09 am, Cr Kron Nicholas returned to the meeting.

**RESOLUTION 031123**

Moved: Cr Nikki Cohen

Seconded: Cr Thomas Weyrich

**Break in meeting**

A break in meeting was requested and resolved at 11:27am for the duration of 5 minutes

**CARRIED****5.3 DIRECTOR INFRASTRUCTURE REPORT AND SUPPLEMENTARY MATTERS**

Nil

At 11:46 am, Cr Neil Gorey left the meeting.

At 11:46 am, Cr Dennis Gleeson left the meeting.

At 11:46 am, Cr Ann Crowe left the meeting.

At 11:47 am, Cr Ann Crowe returned to the meeting.

At 11:47 am, Cr Dennis Gleeson returned to the meeting.

**5.4 DIRECTOR PLANNING AND ENVIRONMENT REPORT AND SUPPLEMENTARY MATTERS****5.4.1 MANDATE FOR PLANNING MATTERS****RESOLUTION 041123**

Moved: Cr Thomas Weyrich

Seconded: Cr Nikki Cohen

That Council approve the CEO and his delegate to investigate the following planning matters.

1. Investigate and prepare a New Developer Contribution Plan for Murray River Council established under 7.12 of the *Environmental Planning and Assessment Act 1979* for Council adoption.  
and.
2. Investigate and provide Council with options to activate and address land banking issues that are occurring within Murray River Council area.

**CARRIED**

In Favour: Crs Frank Crawley, Nikki Cohen, Ann Crowe, Dennis Gleeson, Kron Nicholas, Thomas Weyrich and Geoff Wise

Against: Nil

**CARRIED 7/0**

MURRAY RIVER COUNCIL Extraordinary Council Meeting Minutes15 November 2023**5.5 DIRECTOR COMMUNITY AND ECONOMIC DEVELOPMENT REPORT AND SUPPLEMENTARY MATTERS**

NIL

**5.6 CORRESPONDENCE REPORT**

Nil

**5.7 SUNDRY DELEGATES REPORT**

Nil

**6 CONFIDENTIAL MATTERS****RESOLUTION 051123**

Moved: Cr Nikki Cohen

Seconded: Cr Ann Crowe

That Council moves out of Open Council into Closed Council at 11:50am.

**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:

**6.1 RECOMMENDATION TO AWARD CONTRACT MRC 2316 - CONSTRUCTION OF YANGA RFS SHED**

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.

**RESOLUTION 061123**

Moved: Cr Nikki Cohen

Seconded: Cr Geoff Wise

That Council moves out of Closed Council into Open Council at 11.57am.

**CARRIED****RESOLUTION 0681123**

Moved: Cr Ann Crowe

Seconded: Cr Thomas Weyrich

**MURRAY RIVER COUNCIL Extraordinary Council Meeting Minutes**

**15 November 2023**

<p>That Council brings forward the resolutions from Closed Council into Open Council and these be read aloud.</p> <p style="text-align: right;"><b>CARRIED</b></p>
--

**7 CONCLUSION OF MEETING**

**THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 11:59am.**

The next Ordinary Meeting of Murray River Council will be held on Tuesday 28 November 2023, commencing at 1:00 PM, at the Moulamein Bowling Club, Endeavour Drive, Moulamein.

**THESE MINUTES ARE SIGNED AS A TRUE AND ACCURATE RECORD OF THE PROCEEDINGS OF THE EXTRAORDINARY MEETING OF THE MURRAY RIVER COUNCIL HELD ON 15 NOVEMBER 2023, IN ACCORDANCE WITH A RESOLUTION OF THE COUNCIL ON 28 NOVEMBER 2023.**

.....  
MAYOR

UNCONFIRMED



UNCONFIRMED

UNCONFIRMED

**5 DISCLOSURES OF INTERESTS**

**6 DEPUTATIONS**

**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 2023 SCHOOL PRESENTATION FUNCTIONS

**File Number:** -

**Author:** Lindy Leyonhjelm, Executive Assistant

**Authoriser:** Terry Dodds, Chief Executive Officer

#### RECOMMENDATION

That Councillors determine their attendance at each of the annual presentation functions of the district schools who have requested Councillor attendance (and in some cases to present the Council sponsored award), as detailed in the report.

#### BACKGROUND

There are nine schools within the Murray River Council area, this includes six public (K-6), one high (7-12) and two K-12. There are also a number of schools in our neighboring local government areas of which students who live in the Council area feed into, including Deniliquin, Echuca, etc.

The Council's Economic Development team contacted district schools via email confirming their acceptance that Council would provide a \$100 contribution towards end of year school presentation functions and were asked to email an invoice to Council for payment of same. These funds were allocated as part of the Council's Community Financial Assistance Policy. In addition, the schools were advised that should they require a Councillor to attend their presentation function to present an award, to advise Council's staff accordingly.

#### DISCUSSION

Of the district schools that Council provides the \$100 contribution towards their end of year school presentation functions, the following have requested Councillor attendance (and in some cases, to present the Council sponsored award) at same:

- Barham High School\* – Thursday 14 Dec – 1:30pm
- Barham Public School\* - Thursday 14 Dec – 9:30am
- Bunnaloo Public School\* - Thursday 14 Dec – 9am (requested Cr Wise)
- Deniliquin High School – Tuesday 12 Dec – 7:30pm
- Deniliquin South Public School – Friday 8 Dec - 12:30pm
- Mathoura Public School\* – Wednesday 13 Dec – 7pm
- Moama Anglican Grammar School\* – Tuesday 12 Dec AM & PM
- Moama Public School\* – Tuesday 12 Dec – 12 noon
- Moulamein Public School\* – Monday 11 Dec – 11am
- St Michael's Primary School (Deniliquin) – Thursday 7 Dec – 6:30pm
- Tooleybuc Central School\* – no request at this time
- Wakool/Burraboi Public School\* – no request at this time

\*School within the Murray River Council area.

## STRATEGIC IMPLICATIONS

4. Strategic Theme 4: A place of inclusion, culture & wellbeing

4.8 - Actively promote and resource educational pathways into (working with) Council (retain and attract new people) - Developing future leaders.

## BUDGETARY IMPLICATIONS

There is an allocation in the Council's budget for the provision of \$100 to district school's annual presentation functions under the Council's Financial Assistance Policy.

## POLICY IMPLICATIONS

Nil.

## LEGISLATIVE IMPLICATIONS










## RISK ANALYSIS

- **What can happen?**  
No risk
- **How can it happen?**  
N/A
- **What are the consequences of the event happening?**  
N/A
- **What is the likelihood of the event happening?**  
N/A
- **Adequacy of existing controls?**  
N/A
- **Treatment options to mitigate the risk?**  
N/A

## CONCLUSION

Councillors have been asked to attend end of year school presentation functions within our LGA and in neighbouring LGA's where students attend who live within Murray River Council. Councillors may be asked to present an award to a student. Each Councillor will be advised of the function and requirements upon allocation at the Council meeting.

## ATTACHMENTS

1. **Presentation Day 2023 - Deniliquin South Public School** [↓](#) 
2. **Request for 2023 Sponsorship Presentation Day Invitation - Mathoura Public School** [↓](#) 
3. **Invitation to Make Presentation of Award - Annual Presentation Day - Thursday ~ Barham Public School** [↓](#) 
4. **Council delegate for School Presentation Event Moulamein school** [↓](#) 
5. **Council delegate for School Presentation Event Barham High School** [↓](#) 
6. **Council delegate for School Presentation Event - Moama Anglican Grammar** [↓](#) 
7. **St Michael's Parish Primary School request to attend annual presentation evening** [↓](#) 
8. **Bunnaloo Primary School Council delegate for School Presentation Event** [↓](#) 
9. **Request for Sponsorship Donation - Annual Presentation Night - Tuesday 12 December 2023 - Deniliquin High School** [↓](#) 

10. Request for 2022 Sponsorship - Presentation Day - Moama Public School [↓](#) 

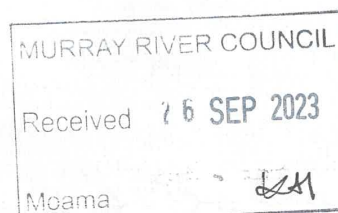


## Deniliquin South Public School

Telephone: 03 5881 2025  
Fax: 03 5881 5079  
Email: [deniliqsth-p.school@det.nsw.edu.au](mailto:deniliqsth-p.school@det.nsw.edu.au)  
Web: [www.deniliqsth-p.school@det.nsw.edu.au](http://www.deniliqsth-p.school@det.nsw.edu.au)

332 – 350 Sloane Street  
P O Box 833  
Deniliquin NSW 2710  
Principal: Liz Dudley

General Manager  
Murray River Council  
P O Box 21  
MATHOURA NSW 2710



Dear Sir/Madam,

### RE: Presentation Day 2023

Our 2023 School Presentation Ceremony will be held at the Deniliquin RSL Club on Friday 8th December 2023 at 12.30pm.

We have been grateful for your kind financial contribution in the past. This has enabled us to purchase the many prizes we present to successful students on the day.

We are hoping that you are willing to make a contribution to this year's Presentation Ceremony.

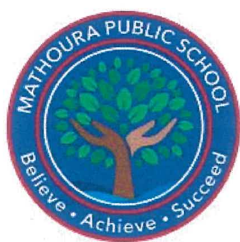
If you are able to attend please contact the South School office on 5881 2045 by Friday 1st December and let us know if you or a representative will be attending.

Kind regards,

*A. Liefing*

Aimee Liefing  
**Presentation Day Coordinitor**  
19/09/2023

Bank Details:  
**Deniliquin South Public School**  
BSB: **032-807**  
Account number: **8043240**  
Account name: **NSW Government Schools**



# MATHOURA PUBLIC SCHOOL

Frome Street, MATHOURA NSW 2710

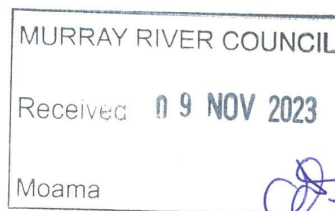
Phone: 03 5884 3314

Fax: 03 5884 3504

Email: [mathoura-p.school@det.nsw.edu.au](mailto:mathoura-p.school@det.nsw.edu.au)

2<sup>nd</sup> November 2023

CEO Mr Terry Dodds  
Murray River Council  
PO Box 906  
MOAMA NSW 2731



Dear Sir

Our School will be holding its Annual Presentation on Wednesday 13<sup>th</sup> December 2022 commencing at 7:00pm in the Murray River Hall, Mathoura.

On behalf of the staff and students of Mathoura Public School, I would like to thank you for your \$100 donation for an award for our Presentation night in 2022 and extend an invitation to contribute a donation again this year. We value and appreciate your support of our school and its students.

We will supply an invoice through Ed Connect for your donation.

For seating purposes, can you please advise who will be representing on the evening.

We look forward to hearing from you soon.

Kind regards,

A handwritten signature in blue ink that reads 'Janice Eddy'.

Janice Eddy  
Principal





# BARHAM PUBLIC SCHOOL

Principal: Mrs Roslyn Buchanan  
Phone: 03 5453 2133  
Email: barham-p.school@det.nsw.edu.au

PO Box 39  
BARHAM N.S.W. 2732

Murray River Representative  
Murray River Council  
PO Box 21  
MATHOURA NSW 2710



Dear Murray River Representative,

Barham Public School will host its annual presentation day on Thursday 14<sup>th</sup> December, 2023.

This event is a wonderful opportunity to celebrate the achievements of the school in 2023 and acknowledge individual students with the presentation of awards and certificates. It will also include a showcase of student talent.

We would be delighted if you could attend this ceremony to present an award.

Date: Thursday, 14<sup>th</sup> December 2023  
Time: 9.30am  
Venue: CluBarham, Murray Street Barham  
RSVP: 03 5453 2133 by Friday, 17<sup>th</sup> November 2023

We hope you are able to join us and look forward to your reply.

Yours sincerely,

Roslyn Buchanan  
Principal

31st October, 2023

**From:** [Moulamein Public School](#)  
**To:** [Lindy Leyonhjelm](#)  
**Subject:** Re: Council delegate for School Presentation Event  
**Date:** Friday, 17 November 2023 12:04:25 PM  
**Attachments:** [image002.png](#)

---

Hi Lindy

My apologies for the delay, my Principal is away. We would love someone to attend our Presentation Day if possible.

Details are

Venue: Moulamein Bowling Club

Date: 11<sup>th</sup> December

Time: 11am TBC

Kind Regards  
Colleen

*Colleen Wilson*

**School Administration Manager**  
**Moulamein Public School**  
Tel (03) 5887 5208

---

**From:** Lindy Leyonhjelm <lleyonhjelm@murrayriver.nsw.gov.au>  
**Sent:** Wednesday, November 15, 2023 4:45 PM  
**To:** Moulamein Public School <moulamein-p.school@det.nsw.edu.au>  
**Cc:** Melinda Barrett <mbarrett@murrayriver.nsw.gov.au>  
**Subject:** Council delegate for School Presentation Event

You don't often get email from lleyonhjelm@murrayriver.nsw.gov.au. [Learn why this is important](#)

[External Email] This email was sent from outside the NSW Department of Education. Be cautious, particularly with links and attachments.

Good afternoon,

I am following up to see if you require a Councillor to attend your school presentation event? I understand our Eco Dev team have reached out to regarding a donation of \$100 towards the presentation event and as yet there has been no formal request for a Councillor to attend. We need to finalise the attendance by tomorrow COB and I would appreciate if you could come back to me as soon as possible.

Kind regards  
Lindy



Lindy Leyonhjelm | Executive Assistant to CEO  
Murray River Council  
52 Perricoota Rd Moama, NSW 2731  
PO Box 906, Moama, NSW 2731  
m [0428 990 592](tel:0428990592)  
[1300 087 004](tel:1300087004) | [www.murrayriver.nsw.gov.au](http://www.murrayriver.nsw.gov.au)



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**From:** [Barham High School](#)  
**To:** [Lindy Leyonhjelm](#)  
**Subject:** RE: Council delegate for School Presentation Event  
**Date:** Thursday, 16 November 2023 12:29:00 PM  
**Attachments:** [image002.png](#)

---

Good afternoon Lindy,

Thank you for your email.

We would appreciate it if a councillor can attend our presentation afternoon on Thursday 14<sup>th</sup> December, commencing at 1.30pm at cluBarham.

Please advise which councillor will be attending.

Regards,  
Michelle  
Barham High School

---

**From:** Lindy Leyonhjelm <lleyonhjelm@murrayriver.nsw.gov.au>  
**Sent:** Wednesday, November 15, 2023 4:39 PM  
**To:** Barham High School <barham-h.school@det.nsw.edu.au>  
**Cc:** Melinda Barrett <mbarrett@murrayriver.nsw.gov.au>  
**Subject:** Council delegate for School Presentation Event

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Good afternoon,

I am following up to see if you require a Councillor to attend your school presentation event? I understand our Eco Dev team have reached out to regarding a donation of \$100 towards the presentation event and as yet there has been no formal request for a Councillor to attend. We need to finalise the attendance by tomorrow COB and I would appreciate if you could come back to me as soon as possible.

Kind regards  
Lindy



Lindy Leyonhjelm | Executive Assistant to CEO  
Murray River Council  
52 Perricoota Rd Moama, NSW 2731  
PO Box 906, Moama, NSW 2731  
m 0428 990 592  
1300 087 004 | [www.murrayriver.nsw.gov.au](http://www.murrayriver.nsw.gov.au)



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**From:** [Suzanna Barry](#)  
**To:** [Lindy Leyonhjelm](#)  
**Cc:** [Communications](#)  
**Subject:** FW: Council delegate for School Presentation Event  
**Date:** Thursday, 16 November 2023 4:01:00 PM  
**Attachments:** [image005.png](#)

---

Hi Lindy

Thanks for your email. We are currently preparing the invitations for our Presentation Assemblies. These are planned for Tuesday 12<sup>th</sup> December. We are holding separate events for Primary and Secondary, so a late morning, and early afternoon session.

We will endeavour to provide more details around time/s early next week.

Kind regards

Suzanna

**Suzanna Barry**  
**Business Manager**

---

**From:** Lindy Leyonhjelm <[lleyonhjelm@murrayriver.nsw.gov.au](mailto:lleyonhjelm@murrayriver.nsw.gov.au)>  
**Sent:** Wednesday, 15 November 2023 4:43 PM  
**To:** [info@moamagrammar.nsw.edu.au](mailto:info@moamagrammar.nsw.edu.au)  
**Cc:** Melinda Barrett <[mbarrett@murrayriver.nsw.gov.au](mailto:mbarrett@murrayriver.nsw.gov.au)>  
**Subject:** Council delegate for School Presentation Event

Good afternoon,

I am following up to see if you require a Councillor to attend your school presentation event? I understand our Eco Dev team have reached out to regarding a donation of \$100 towards the presentation event and as yet there has been no formal request for a Councillor to attend. We need to finalise the attendance by tomorrow COB and I would appreciate if you could come back to me as soon as possible.

Kind regards  
Lindy

---

Lindy Leyonhjelm | Executive Assistant to CEO  
Murray River Council  
52 Perricoota Rd Moama, NSW 2731  
PO Box 906, Moama, NSW 2731  
m 0428 990 592  
1300 087 004 | [www.murrayriver.nsw.gov.au](http://www.murrayriver.nsw.gov.au)




*We acknowledge the Traditional Owners of the land, Yorta Yorta Country, on which our school is built and pay our respects to Elders past and present. We remember that the land on which our students flourish is, was and always will be sacred to Aboriginal people.*

Connect with us:

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

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## St Michael's Parish Primary School

PO Box 26  
Deniliquin NSW 2710  
Phone: (03) 5881 1787  
Fax: (03) 5881 5153  
admin.deniliquin@wf.catholic.edu.au

8th November 2023

The General Manager  
Murray River Council  
PO Box 21  
MATHOURA NSW 2710

By Email : [admin@murrayriver.nsw.gov.au](mailto:admin@murrayriver.nsw.gov.au)

Dear Sir/Madam,

St. Michael's Parish Primary School will be holding its Annual Presentation Evening on

***Thursday, 7th December 2023  
Commencing at 6.30pm in the Deniliquin RSL Club, Dunlop Room***

This evening is held to recognise the achievements made by our students during the year.

In order for St. Michael's School to fully recognise our student's achievements, we rely on the generosity of organisations such as the Murray River Council.

We are hopeful that your organisation will be able to give a donation towards the purchasing of awards for our Presentation Evening.

A member of your organisation is welcome to attend the presentation night and present an award. Please advise if you would like to send a representative.

We thank you for your ongoing support of our school.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'N. Braybon', with a long horizontal flourish extending to the right.

Nicholas Braybon  
(Principal)



**From:** [Bunnaloo Public School](#)  
**To:** [Lindy Leyonhjelm](#)  
**Subject:** Re: Council delegate for School Presentation Event  
**Date:** Thursday, 16 November 2023 8:20:47 AM  
**Attachments:** [image002.png](#)

---

Hi Lindy

If Cr Geoff Wise could attend that would be great.

Thanks

Darren

---

**From:** Lindy Leyonhjelm <lleyonhjelm@murrayriver.nsw.gov.au>  
**Sent:** Wednesday, November 15, 2023 4:43 PM  
**To:** Bunnaloo Public School <bunnaloo-p.school@det.nsw.edu.au>  
**Cc:** Melinda Barrett <mbarrett@murrayriver.nsw.gov.au>  
**Subject:** Council delegate for School Presentation Event

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Kind regards

Lindy



Lindy Leyonhjelm | Executive Assistant to CEO  
Murray River Council  
52 Perricoota Rd Moama, NSW 2731  
PO Box 906, Moama, NSW 2731  
m [0428 990 592](tel:0428990592)  
[1300 087 004](tel:1300087004) | [www.murrayriver.nsw.gov.au](http://www.murrayriver.nsw.gov.au)

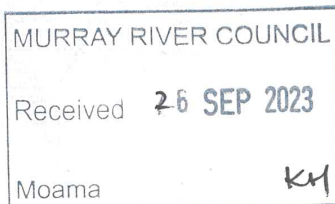


\*\*\* This message is intended for the addressee named and may contain privileged information or confidential information or both. If you are not the intended recipient please notify the sender and delete the message. \*\*\*

## Deniliquin High

Harfleur Street  
PO Box 517  
Deniliquin NSW 2710

Principal – Mr Glen Warren



Phone – 03 5881 1211

Fax – 03 5881 5115

Website – [www.deniliquin-h.schools.nsw.gov.au](http://www.deniliquin-h.schools.nsw.gov.au)

Email – [deniliquin-h.school@det.nsw.edu.au](mailto:deniliquin-h.school@det.nsw.edu.au)

12 September 2023

Murray River Council  
PO Box 21  
MATHOURA NSW 2710

Dear Sir/Madam,

We are planning to hold our Annual Presentation Night on Tuesday 12 December commencing at 7.30pm in the school MPC.

We greatly appreciate those who have supported us in the past, and this year we are once again requesting donations.

Book prizes are awarded to recognise the achievement and excellence of our students in a wide range of subjects and fields of endeavour.

If you wish to contribute to this special event on our school calendar, could you please advise us at your earliest convenience and you are welcome to contact the school to discuss payment options.

Yours faithfully,

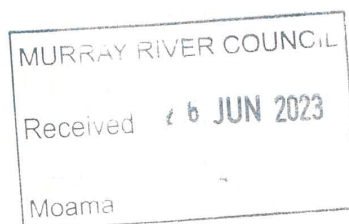
A handwritten signature in cursive script, appearing to read "Glen Warren".

Glen Warren  
Principal

Respect + Responsibility + Co-operation

Nyernangurrang nyumangurrang katimang nyuman Kurrek Wamba Wamba Perrepa Perrepa Kuli Pakaya-puk Mim kilayitya kiki.  
We would like to pay our respects and acknowledge the traditional custodians of the land, the Wamba Wamba and Perrepa Perrepa people and also pay respect to Elders both past and present.

MOAMA PUBLIC SCHOOL  
Simms Street  
Moama N.S.W. 2731  
Ph. 03 54821564  
Fax 03 54806460  
Email [moama-p.school@det.nsw.edu.au](mailto:moama-p.school@det.nsw.edu.au)



Sarah Ryan  
Murray River Council  
52 Perricoota Road  
Moama NSW 2731

Dear Sarah,

It is that time again when we begin to organise our Presentation Day for our school and our students.

Moama Public School sincerely appreciates the generous support you have previously provided at our annual school Presentation Day.

The details for the event are:

DATE: Tuesday 12 December, 2023

VENUE: Moama Public School Hall

TIME: 12 noon

Our experience of your previous generosity brings us to ask: Are you willing to again participate as a sponsor of an award?

We are extremely grateful for the support which enables us to recognise and acknowledge student achievement, and would be most appreciative of, and grateful for your donation.

To assist us with our planning could you please complete the attached sheet and return it us by Friday 8<sup>th</sup> September, 2023.

If we haven't heard from you by then we will attempt to make contact in the week following.

Kind regards,

*Isabelle*

Isabelle Campbell  
Assistant Principal  
19.6.23

Jesse Browning  
Relieving Principal

MOAMA PUBLIC SCHOOL PRESENTATION DAY  
Tuesday 12 December, 2023

RSVP by  
**Friday 8<sup>th</sup> September, 2023**

PLEASE RETURN THIS SECTION TO

Isabelle Campbell  
Moama Public School  
P.O. Box 183  
MOAMA NSW 2731  
or email to:  
[isabelle.campbell@det.nsw.edu.au](mailto:isabelle.campbell@det.nsw.edu.au)

Our organisation is unable to sponsor an award for Presentation Day

Our organisation is willing to sponsor an award for Presentation Day

This year our donation will be \$.....

Organisation .....

Contact Person ..... Phone Number.....

Email Address: .....

Signed.....

**9.1.2 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**

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

That the Monthly Operational Report as of October 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.

**Civic**

Council presented to the Legislative Assembly's enquiry into the Feasibility of undergrounding the transmission infrastructure for renewable energy projects.

<https://www.parliament.nsw.gov.au/lcdocs/submissions/80723/0299%20Murray%20River%20Council.pdf>

With a fair degree of predictability, the inquiry appears to have been orchestrated to solely give the impression that our representatives listened to our concerns, with much bravado, raised eyebrows, and violent nodding at the hearing but no change in government policy.

**Human Resources**

- Significant Highlights – Zero hours LTI for Oct 2023, 2 months injury free!
- Achievements of note – observed the Western water services team conducting a task with all documents and equipment required: excellent work on putting safety first.

**Business Intelligence**

- **TechnologyOne** – Consultant availability (or lack of) is causing some concern to the Compliance project and we continue to work closely with TechOne to ensure the project can stay on track.
- **TechnologyOne** – water billing is expected to be completed in November, although there have been ongoing challenges with both Taggle and TechOne.
- **Intranet (MaRCo)** – lots of positive feedback in relation to MRC's new intranet and lots of staff thinking about additional options that will be explored over the next 12 months.
- **Enterprise Content Manager** module is now live in the production environment, with some additional works still underway to enable archiving and disposal. MRC need to make some strategic decisions on records management and how/when to transition from CM9 to ECM. Decision made for all property-related records to be stored in ECM after 1 July 2024 and works underway to ensure this can be delivered. Workshop held with Planning and Building staff to ensure they are aware of upcoming changes to property related records.

**Finance**

- **2022/23 Financial Statements** – External audit completed, and 2022/23 financial statements lodged by 31 October 2023.
- **Quarterly budget review process** – 1<sup>st</sup> quarter budget review has been completed and will be reported to Council at the November 2023 ordinary council meeting.
- **Monthly reporting** – Monthly report to council has commenced in July 2023. This report will provide Council with a monthly progress on the Income Statement and Statement of Financial Performance. It is expected that cashflow reporting will be added to the monthly report in the near future.



- **Policy Reviews** –Council’s hardship and credit card policies were scheduled to go to the November 2023 Audit Committee meeting for review, but these policies are still under draft/review and they will now go to the February 2024 ARIC meeting.

### Governance

- 2022/23 Annual Report completed.
- Disclosure of Interest Returns: presented to Council for noting.
- Informal GIPA requests YTD: 35.
- Formal GIPA requests YTD: 0.
- Number of GIPA requests down on previous years.

### Information Technology

- New ICT Office fit out, electrical and data completed - just waiting on furniture.
- New computers for roadshow setup and due to be demonstrated to staff that are due to changeover.
- BAU workload is still extremely high.

### Economic Development and Tourism

- The team have drafted an Economic Development and Tourism Strategy and Action Plan.
- Eco Dev organised a Small Business Month business breakfast event with 31 people attending. The event received 100% positive feedback and attendees noted they are interested to attend similar events in the future.
- Various consultation activities were undertaken for the Arts and Culture Strategy during October with good participation from the community. Further consultation and strategy development will continue in November.
- The successful consultant has been awarded the contract to deliver the River Country Silo Art Trail project, which will get underway in November.
- Planning is underway for the 2024 Moama Lights and the 2024 Campaspe Murray Business Awards.
- Service providers and community groups came together to exhibit their services at the inaugural Mental Health Month Expo on 19 October (organised by the Campaspe Murray Mental Health Network).

### Community Services

- Staff in Moama have, once again, rearranged their daily agendas to adapt services in response to client needs. Willingness of staff to be flexible in their roles is a valuable quality and enables MRC Community Services to provide best outcomes for clients.
- The ‘Aged Persons Information Day’ held in Barham on October 19<sup>th</sup>, was a great success, there were of 70 attendees and 14 Service Providers in attendance. The feedback from the day was very positive, and we are planning another one in the area (Barham) in March 25, due to the positive feedback.

### Customer Service

- Proto Partners have been engaged by MRC to assist with the design of a Customer Experience Strategy. Proto Partners will engage with key internal and external stakeholders to determine gaps and gain an understanding of critical issues and provide clarity on what is of most value to MRC customers and employees. Customer interviews are currently being conducted by Proto Partners who will gain a strong understanding of the current customer experience to identify what is of most value to Murray River Council customers and what is not. Staff engagement will take place in the upcoming month.

### Development Services

- Ash Cartlidge recommenced with us as Senior Administration Officer, with Beck White moving into HR to support Rod Schubert. Ash returns to us with her plethora of knowledge of our systems and procedures and will be able to hit the ground running.
- Well done to our Cadet Building Surveyor, Anna Schroeter who has, since April, assessed and approved over 108 applications! This is a sublime and amazing achievement for a cadet with less than 12 months experience.

- Council was unable to secure the services of Senior Planners after our recent recruitment drive. We will now look to securing the support of Contractors longer term to provide support and stability to the team whilst we consider alternative options and solutions for the team moving forward.

#### Parks, Gardens, Open Space and Biosecurity

- Removal of cape broom from nature strip in residential areas.
- Parks leadership team workshop facilitated to review Park hierarchies and future service delivery requirements. Documentation being developed for follow up workshop with teams to develop first draft in mid to late November.
- Staff recruitment completed in Barham. West teams are now at FTE capacity.
- Compliment letters received thanking Parks staff for their work in Mathoura Soldiers Memorial Gardens.
- New weeds introduced during floods becoming established during the spring growing season.
- Continued rises in Murray River water levels impacting on lower river reserves restricting access and increasing maintenance requirements.
- Increased fire risks in general LGA open areas due to dry hot temperatures and spring growth.

#### Waste and Compliance

- Waste staff members conducted inspections at Council's waste facilities to assess operations and site needs.
- Food safety assessments continued with higher risk premises scheduled as a priority.
- The Automated Depot project is close to shovel ready with all contractors assigned and ready to mobilise on site as soon as the development approval is finalised.
- Veolia have successfully taken over the management of the Koraleigh Transfer Station.
- The Goodnight Transfer Station has now been permanently closed.
- Vehicle and personal GPS locators received 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.
- Moama Pound Facility have received upgraded CCTV cameras to assist with the identification and reduction in break ins. Barham Pound Facility yet to have CCTV cameras installed.
- Environmental Health Coordinator attended a mosquito management workshop with Compliance Coordinator and Biosecurity Coordinator. The workshop was focused on mosquito control using chemical treatment. NSW Health donated a Guarany 11 litre granule applicator valued at approx \$1000 to Murray River Council to assist in the mosquito management program.
- Work has continued on the draft policy and guidelines for Mobile and Temporary food businesses.

#### Building and Facilities

- **Moama Preschool:** Construction works are progressing well and are on track for completion in mid-December 2023. External cladding and brickwork has been completed and external painting is well underway. Internal painting has been completed and cabinetry and floor coverings are currently being installed. The rear landscaping / play space is well advanced and taking shape.

#### Works

- Works have been completed on Perricoota Forest Road and Aratula Road.
- Council will be starting on the Moulamein Road restoration works in November.
- The Moulamein depot received compliments from the community regarding the repairing and maintenance of flood affected roads: well done all.
- The pothole program had its best month in October and is on schedule to expend the funding allocation by the deadline of 31 December 2023.

- Footpath asset inspections have been a recent focus, identifying rectification works and potential areas for future renewal works. As a result, there have been lots of footpath grinding to remove any trip hazards.
- Pricing for urban reseals nearing completion, with works expected to occur from November 2023.
- Speewa Road reconstruction has progressed to construction, with works expected to commence onsite early November.
- Stage 1 of Bunnaloo Road nearing completion, with sealing scheduled for mid-November, and Stage 2 to follow.
- Planning for the Christmas / New Year period has commenced at depots, with organising of plant and availability of staff discussed.
- Perricoota Road resheeting planning finalised, with final community updates given before proceeding into construction during November.
- Upcoming works include Moulamein Road flood restoration works, urban street reseals, Chester Street and Wakool Steet intersection, Deniliquin-Barham Road, Barmah Road, Kyalite Road (pending external funding), Vallance Court, Cobb Highway heavy patching for TfNSW, Thyra Road railway removal and various kerb, gutter and footpath maintenance and renewals.

### Strategic Property Specialist

- The 6 MRC-owned operational vacant lots identified as “Surplus to MRC requirements” during September have progressed to commissioning a certified valuation. Once obtained, the valuation will be used in a Council Report to seek resolution to dispose of the assets, as per MRC Land Acquisition and Disposal Policy.
- 14 additional operational land and/or building parcels have been submitted for internal consultation with representatives from all MRC Directorates and departments to determine their status as “Surplus to MRC requirements” in October. The internal consultation period finishes mid-November.

### Section 355

- Manager of Local Connections continues to evaluate the purpose of all section 355 committees in consultation with the committees themselves.
- Draft ‘instruments of delegation’ have been developed awaiting advise from legal team. The instruments of delegation will provide clarity around responsibilities for committees and council. They will also provide knowledge to committees about the functions they are legally able to undertake pursuant to the Local Government Act.

### Water Services

- Council is seeking funding through the Safe Secure Water Program for essential upgrades to the Moama Sewer Treatment Plant following recommendations from the Integrated Water Cycle Management Plan.
- Council is in the final stages of implementing Waste ID for the regulation of Liquid Trade Waste transport and disposal. Council will be installing QR codes at various locations further information will be available by scanning the QR codes.

## ATTACHMENTS

1. **Monthly Operational Report - Oct 23 (under separate cover)** 

## 9.2 DIRECTOR CORPORATE SERVICES REPORT AND SUPPLEMENTARY MATTERS

### 9.2.1 AUDIT, RISK & IMPROVEMENT COMMITTEE (ARIC) MINUTES - MEETING HELD 18 SEPTEMBER 2023

**File Number:** -

**Author:** Sandra Gordon, Manager Governance & Risk

**Authoriser:** Stephen Fernando, Director Corporate Services

#### RECOMMENDATION

That the minutes of the Audit, Risk and Improvement Committee (ARIC) meeting held on Monday 18 September 2023 be noted by Council.

#### DISCUSSION

The Audit, Risk and Improvement Committee met on Monday 18 September 2023.

The minutes of this meeting are attached. They were confirmed by the Committee at their meeting held on the 6 November 2023.

#### ATTACHMENTS

1. ARIC Minutes - meeting held 18 September 2023 [↓](#) 

**MURRAY RIVER COUNCIL Audit Risk & Improvement Committee  
Meeting Minutes**

11 September 2023

**MINUTES OF MURRAY RIVER COUNCIL  
AUDIT, RISK & IMPROVEMENT COMMITTEE (ARIC) MEETING  
HELD AT THE ADMINISTRATION OFFICES, 52 PERRICOOTA ROAD MOAMA  
ON MONDAY, 18 SEPTEMBER 2023 AT 4:00 PM****1 PRESENT:**

Richard Ham (Chairperson and Committee Member), Suzanna Barry (Committee member), Francis Crawley (Councillor representative), Konrad Nicholas (Councillor representative), Stephen Fernando (Director Corporate Services), Kris Kershaw (Manager Finance), Peter Beaumont (Manager Procurement and Property).

**2 APOLOGIES:**

Jean Sutherland (Committee member), Penny Corkill (Internal Auditor), Brad Bohun (External Auditor), Sandra Gordon (Manager Governance & Risk)

**3 CONFLICTS OF INTEREST:**

No conflicts of interest were declared.

**2 PREVIOUS MEETING****2.1 CONFIRMATION OF MINUTES****RESOLUTION:**

Moved: Suzanna Barry

Seconded: Kron Nicholas

That the minutes of the Audit Risk & Improvement Committee Meeting held on 7 August 2023 be confirmed with the following amendment:

Item 5.12 Risk Register Review

The points raised to be amended as follows:

*Points raised:*

- *Suggestions made by the ARIC members will be considered and changes made to the ~~draft budget prior to being presented to Council Risk Register.~~*

*Strategic risk on the decline / failure of the Murray River be added*

**CARRIED****2.2 BUSINESS ARISING FROM THE MINUTES**

Nil

**2.3 ACTION FROM PREVIOUS MEETINGS**

Not tabled at this meeting.

**MURRAY RIVER COUNCIL Audit Risk & Improvement Committee  
Meeting Minutes**

11 September 2023

**3 GENERAL BUSINESS:****3.1 FINANCIAL MATTERS****6.1.1 2022/23 DRAFT FINANCIAL STATEMENTS****RESOLUTION**

Moved: Cr Frank Crawley

Seconded: Cr Kron Nicholas

That ARIC:

1. Receive the draft 2022/23 General Purpose Financial Statements and the Special Purpose Financial Statements for review.
2. Provide feedback on the preparation of the statements.

**CARRIED**

The Committee was presented with the draft 2022/2023 financial statements, the Manager Finance providing a detailed overview of the statements and the accompanying notes. There were several queries from the committee members. The Manager Finance is to review the matters raised and adjust Financial Statement information as necessary. The Manager Finance will also provide a response to various items raised by the Committee members via email.

**6.1.2 30 JUNE 2022 OTHER STRUCTURES AND SWIMMING POOLS REVALUATION****RESOLUTION**

Moved: Cr Frank Crawley

Seconded: Cr Kron Nicholas

That ARIC:

1. Receive the Other Structures and Swimming Pools revaluation report for the date ending 30 June 2022.
2. Provide recommendations/ comment on the Other Structures and Swimming Pools revaluation report.
3. Note that the Asset Register now forms part of the Technology One Finance system and what has occurred in the past relating to missing assets has been rectified.

The Committee queried the completeness of the Assets Register and were assured that all assets were now listed on the Council's Assets Register.

**CARRIED****6.1.3 2022-23 LAND IMPROVEMENTS REVALUATION****RESOLUTION**

Moved: Cr Kron Nicholas

Seconded: Committee Member Suzanna Barry

That ARIC:

1. Receive and note the Land Improvements Revaluation report for the 2022-23 financial year.

**MURRAY RIVER COUNCIL Audit Risk & Improvement Committee Meeting Minutes**

11 September 2023

Discussions were held about the depreciation implications of the revaluations and their effect on Council’s overall financial position, particularly the requirement to fund extra depreciation charges. The Committee noted that Council has engaged a consultant to review the extent of the depreciation costs and where these can be reduced within guidelines.

**CARRIED**

**3.2 GOVERNANCE MATTERS**

**6.2.1 AUDIT, RISK & IMPROVEMENT COMMITTEE (ARIC) ANNUAL REPORT**

**COMMITTEE RESOLUTION**

Moved: Chairperson Richard Ham  
 Seconded: Committee Member Suzanna Barry

That the Audit, Risk and Improvement Committee (ARIC) Annual Report be noted.

**CARRIED**

**4 OTHER ITEMS**

Nil

**5 CONCLUSION OF MEETING**

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 5.52PM.

THE NEXT MEETING OF MURRAY RIVER COUNCIL AUDIT RISK & IMPROVEMENT COMMITTEE (ARIC) IS YET TO BE DETERMINED.

THESE MINUTES ARE SIGNED AS A TRUE AND ACCURATE RECORD FO THE PROCEEDINGS OF THE AUDIT RISK & IMPROVEMENT COMMITTEE (ARIC) OF THE MURRAY RIVER COUNCIL HELD ON MONDAY, 18 SEPTEMBER 2023, IN ACCORDANCE WITH A RESOLUTION OF THE COMMITTEE ON

..... CHAIR

**9.2.2 2022-2023 MURRAY RIVER COUNCIL ANNUAL REPORT****File Number:** -**Author:** Sandra Gordon, Manager Governance & Risk**Authoriser:** Stephen Fernando, Director Corporate Services**RECOMMENDATION**

That the 2022-2023 Murray River Council Annual Report be received and the information noted by the Council.

**DISCUSSION**

The Local Government Act 1993 (NSW) Part 4 Section 428 (as shown below) set out Council's obligations in preparing and publishing our Annual Report.

**428 Annual reports**

- (1) Within 5 months after the end of each year, a council must prepare a report (its **annual report**) for that year reporting as to its achievements in implementing its delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.
- (2) The annual report in the year in which an ordinary election of councillors is to be held must also report as to the council's achievements in implementing the community strategic plan over the previous 4 years.
- (3) An annual report must be prepared in accordance with the guidelines under section 406.
- (4) An annual report must contain the following—
  - (a) a copy of the council's audited financial reports prepared in accordance with the *Local Government Code of Accounting Practice and Financial Reporting* published by the Department, as in force from time to time,
  - (b) such other information or material as the regulations or the guidelines under section 406 may require.
- (5) A copy of the council's annual report must be posted on the council's website and provided to the Minister and such other persons and bodies as the regulations may require. A copy of a council's annual report may be provided to the Minister by notifying the Minister of the appropriate URL link to access the report on the council's website.

The part of the Annual Report that reports on how Council has performed against the Community Strategic Plan (CSP) was prepared by Council Officer's drawing on their commentary included in the Monthly Operating Report (MOR). The MOR is a valuable source document for this section of the Annual Report.

The Annual Report will be published to Council's website.

The professional presentation of the Annual Report is the skilful work of Council's Communication Officer Courtney Dean. Another great document that highlights the achievements of Murray River Council.

**ATTACHMENTS**

1. **2022-2023 MRC Annual Report (under separate cover)** 





**9.2.3 TENDER PANEL OF IT CONSULTANTS**

**File Number:** -  
**Author:** Sandy Paterson, Manager Business Intelligence  
**Authoriser:** Stephen Fernando, Director Corporate Services

**RECOMMENDATION**

That Council

1. Notes the Tender Evaluation Report attached under Attachment 1 for an overview of the Completed Tender Process.
2. Appoints the following consultants to a panel of IT consultants:

*A23 Pty Ltd*  
*Atturra*  
*Chartertech*  
*DataMC*  
*Ladd & Associates*  
*Leander Business Consulting*  
*LGA Cloud*  
*Moller Family Trust*  
*Prometix*  
*SMS Integration*  
*Strategic Directions*  
*SWIT Consulting*  
*Systems Thinking*

3. Authorise the CEO to sign the consultancy agreements with panel members as required.

**BACKGROUND**

The purpose of this report is to establish a panel of IT consultants to assist Council with various stages of software implementation, planning and support in order to manage the procurement requirements.

**DISCUSSION**

Council undertook a public tender process to establish a panel of pre-qualified IT consultants to assist with various stages of software implementation, planning and support within the following:

1. Software Implementation Services: Technology One | M365 Governance & Records solution
2. Software Technical Services: Technology One | Civica Authority | M365
3. Project Management Services: Software Implementation
4. Data Migration Services – from Civica Authority | CM9 | Network Drives to Technology One - Various Modules
5. Help Desk Services: Technology One | IntraMaps |

The panel is to be established for a 2-year period. With 2x1 year options at Council's sole discretion.

The intention of the panel is to allow council to engage consultants on an as required basis for a set period of time or for clearly defined specific projects. Any work under the contract will be undertaken remotely.

Consultants selected for work will be engaged under a consultancy agreement as required.

A total of 16 submissions were received as detailed in the Tender Evaluation Report and recommendations attached.

Following the successful evaluation of the tenders received, the Tender Evaluation Panel has recommended to Council to establish a panel of consultants:

*A23 Pty Ltd*

*Atturra*

*Chartertech*

*DataMC*

*Ladd & Associates*

*Leander Business Consulting*

*LGA Cloud*

*Moller Family Trust*

*Prometix*

*SMS Integration*

*Strategic Directions*

*SWIT Consulting*

*Systems Thinking*

## **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**

NA

## **POLICY IMPLICATIONS**

Office of Local Government Tendering Guidelines for NSW Local Government. • Murray River Council Procurement Policy 205

## **LEGISLATIVE IMPLICATIONS**

Local Government Act 1993. Local Government (General) Regulations 2005.

## **RISK ANALYSIS**

- **What can happen?**

NA

- **How can it happen?**

[Type here](#)

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

Type here

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

Type here

- **Adequacy of existing controls?**

Type here

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

Type here

## **CONCLUSION**

The Tender Evaluation panel has recommended to Council to establish a panel of IT consultants as per the report.

## **ATTACHMENTS**

1. **Tender Evaluation Panel Report - 2023 - signed** [↓](#) 

**CONFIDENTIAL****Tender Evaluation Report****Request for Tender:**

MRC 2311 Panel of IT consultants

**1. Procurement Unit Summary**

The objective of this tender evaluation report is to establish a panel of pre-qualified IT consultants to assist with various stages of software implementation, planning and support within the following:

1. Software Implementation Services: Technology One | M365 Governance & Records solution
2. Software Technical Services: Technology One | Civica Authority | M365
3. Project Management Services: Software Implementation
4. Data Migration Services – from Civica Authority | CM9 | Network Drives to Technology One - Various Modules
5. Help Desk Services: Technology One | IntraMaps |

The panel is to be established for a 2-year period. With 2x1 year options at Council's sole discretion.

The intention of the panel is to allow council to engage consultants on an as required basis for a set period of time or for clearly defined specific projects. Most work under the contract will be undertaken remotely.

Consultants selected for work will be engaged under a consultancy agreement as required.

The entire tender process, commencing with development of the tender documents, through to the invitation to tender, the evaluation of tenders received and culminating in the conclusion reached in this report, has been carried out in accordance with the provisions of:

- *Local Government Act 1993.*
- *Local Government (General) Regulation 2021.*
- Office of Local Government Tendering Guidelines for NSW Local Government.
- Murray River Council Procurement Policy 205

**2. Evaluation Panel**

An evaluation panel was formed for the evaluation of the tender comprising of the following:

- Stephen Fernando – Director Corporate Services
- Sandy Paterson – Manager Business Intelligence
- Jan Donald – Executive Administration Officer (Non-voting panel member)

Evaluation panel members signed a conflict-of-interest declaration and a confidentiality agreement form prior to the evaluation.

<b>3. Procurement Arrangement</b>																		
<b>Procurement Type</b> <input type="checkbox"/> Goods & Services <input type="checkbox"/> Works <input checked="" type="checkbox"/> Consultancy  <b>Contract Period or Term</b> Not Applicable																		
<b>4. Procurement Process</b>																		
<input checked="" type="checkbox"/> Public tendering <input type="checkbox"/> Selected tendering <input type="checkbox"/> Other (LG Procurement – Procurement Australia, State Contract)																		
<b>5. Invitation Details</b>																		
<b>Date Tender Invited:</b> 11/08/2023 <b>Date Tender Closed:</b> 5/09/2023 <b>Advertised:</b> <ul style="list-style-type: none"> <li>• Council's Internet portal Tenderlink</li> <li>• Council Website</li> <li>• Council fortnightly feature in local papers</li> </ul> <b>Addenda Issued:</b> Nil																		
<b>6. Tenders Received</b>																		
<b>Number of responses received:</b> 16 <b>Late response received:</b> 5																		
<table border="1"> <thead> <tr> <th style="background-color: black; color: white;">NAME</th> </tr> </thead> <tbody> <tr><td>A23 Pty Ltd</td></tr> <tr><td>Chartertech Pty Ltd</td></tr> <tr><td>Experteq IT Services Pty Ltd</td></tr> <tr><td>Leander Business Consulting</td></tr> <tr><td>Platinum Technology Managed Services Pty Ltd</td></tr> <tr><td>Prometix Pty Ltd</td></tr> <tr><td>SMS Integration Pty Ltd</td></tr> <tr><td>Strategic Directions Group</td></tr> <tr><td>Systems Thinking Consulting Pty Ltd</td></tr> <tr><td>Ladd &amp; Associates</td></tr> <tr><td>IDT Solutions</td></tr> <tr><td>SWIT Consultancy</td></tr> <tr><td>Moller Family Trust - Julie Moller</td></tr> <tr><td>Attura</td></tr> <tr><td>LGA Cloud - Shai Bedarker</td></tr> <tr><td>dataMC</td></tr> <tr><td> </td></tr> </tbody> </table>	NAME	A23 Pty Ltd	Chartertech Pty Ltd	Experteq IT Services Pty Ltd	Leander Business Consulting	Platinum Technology Managed Services Pty Ltd	Prometix Pty Ltd	SMS Integration Pty Ltd	Strategic Directions Group	Systems Thinking Consulting Pty Ltd	Ladd & Associates	IDT Solutions	SWIT Consultancy	Moller Family Trust - Julie Moller	Attura	LGA Cloud - Shai Bedarker	dataMC	
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Attura																		
LGA Cloud - Shai Bedarker																		
dataMC																		

**7. Evaluation Process and record of actions**

The evaluation panel met on 16 October 2023 and discussed and reviewed the submissions received. The panel met a second time on the 26<sup>th</sup> October to finalise the selections.

The tenders were evaluated using the evaluation criteria listed in the tender documents as noted below.

Mandatory – Insurance requirements

Price – rates for work

Resources and Relevant Experience

**8. Conclusion**

At the conclusion of the tender evaluation, the tender evaluation panel reached consensus that the following consultants be recommended to Council to be appointed to the panel of IT consultants for each of the respective consulting categories:

**Software Implementation (M365):**

A23 Pty Ltd  
Prometix  
SMS Integration  
Strategic Directions  
Systems thinking

**Software Technical (M365):**

A23 Pty Ltd  
Prometix  
SMS Integration  
Systems thinking

**Software Implementation (TechnologyOne):**

Chartertech  
Leander Business Consulting  
SMS Integration  
Strategic Directions  
Systems Thinking  
LGA Cloud  
Atturra

**Software Technical (TechnologyOne):**

Chartertech  
Leander Business Consulting  
SMS Integration  
Systems Thinking  
LGA Cloud  
Moller Family Trust  
Atturra  
SWIT Consulting

**Data migration:**

Chartertech  
Leander Business Consulting  
Systems thinking  
DataMC  
Atturra

**Helpdesk:**

Chartertech  
SMS Integration  
Systems Thinking  
Atturra  
Ladd & Associates

**Project Management:**

Chartertech  
Leander Business Consulting  
Strategic Directions  
Systems thinking  
SWIT Consulting

9. Sign Off

This report has been prepared with due diligence and based on the information submitted by the tenderers and additional information provided to the panel during the tender evaluation period.


Signed: Evaluation Panel Members

  
.....

**Panel Member**

Stephen Fernando

Date Oct 31, 2023  
.....

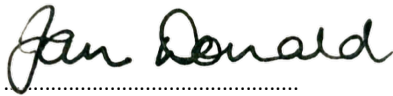
  
.....

**Panel member**

Sandy Paterson

Date Oct 31, 2023  
.....

Reviewed and signed off in accordance with due process procedures.

  
.....

Jan Donald

**Executive Administration Officer (non-voting panel member)**

Date Oct 31, 2023  
.....












# Tender Evaluation Panel Report - 2023

Final Audit Report

2023-10-30

Created:	2023-10-30
By:	Stephen Fernando (sfernando@murrayriver.nsw.gov.au)
Status:	Signed
Transaction ID:	CBJCHBCAABAA1j2o01AESBBpLLwVJilaZ7IXOsNAAggP

## "Tender Evaluation Panel Report - 2023" History

-  Document created by Stephen Fernando (sfernando@murrayriver.nsw.gov.au)  
2023-10-30 - 9:32:30 PM GMT
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Signature Date: 2023-10-30 - 9:34:39 PM GMT - Time Source: server
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2023-10-30 - 9:34:40 PM GMT
-  Email viewed by Sandy Paterson (spaterson@murrayriver.nsw.gov.au)  
2023-10-30 - 9:35:07 PM GMT
-  Document e-signed by Sandy Paterson (spaterson@murrayriver.nsw.gov.au)  
Signature Date: 2023-10-30 - 9:35:20 PM GMT - Time Source: server
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2023-10-30 - 9:35:21 PM GMT
-  Email viewed by Jan Donald (jdonald@murrayriver.nsw.gov.au)  
2023-10-30 - 9:50:32 PM GMT
-  Document e-signed by Jan Donald (jdonald@murrayriver.nsw.gov.au)  
Signature Date: 2023-10-30 - 9:50:45 PM GMT - Time Source: server
-  Agreement completed.  
2023-10-30 - 9:50:45 PM GMT



**9.2.4 PRESENTATION OF FINANCIAL REPORTS & AUDITOR'S REPORT FOR THE YEAR ENDED 30 JUNE 2023**

**File Number:** -

**Author:** Kris Kershaw, Manager Finance

**Authoriser:** Stephen Fernando, Director Corporate Services

**RECOMMENDATION**

That Murray River Council (Council) resolve to receive the Audited Financial Statements for the Financial Year 2022/23 together with the associated Auditor's Reports, noting the qualified audit opinion due to the non-recognition of Rural Fire Services plant and equipment, in keeping with a prior Council resolution.

**BACKGROUND**

Pursuant to Section 419 of the Local Government Act, 1993, the following reports have been issued by the external auditor for the year ended 30 June 2023, along with the audited 2022/23 Financial Statements, and are presented to Council for consideration (see Attachment):

- 2022/23 Annual Financial Statements (incorporating the General Purpose, Special Purpose, and Special Schedules)
- Report on the Conduct of the Audit 2023
- Independent Auditor's Report General Purpose Financial Statements
- Independent Auditor's Report Special Purpose Financial Statements
- Independent Auditor's Report Special Schedule – Permissible Income for General Rates

Copies of Council's Financial Statements and the Auditor's Reports have been made available for inspection by the members of the public on Council's website and at Council customer service centres during November 2023. Public submissions close one week after the Council ordinary meeting is held, which would be at close of business on Tuesday 05 December 2023. At the time of writing this report no submissions had been received.

Council has requested that a representative from Council's external auditors, Crowe Australasia, join the council meeting via Teams and present to Council the 'Report on the Conduct of the Audit 2022'. Crowe Australasia auditor, Mr Brad Bohun, is expected to present to Council and his attendance to the November 2023 ordinary meeting will close off the audit process for the 2022/23 financial year.

**DISCUSSION**

Detailed information can be found in the attached 2022/23 Annual Financial Statements.

Council has received a qualified audit report for the General-Purpose Financial Statements. This qualification is the result of Council not recognising Rural Fire Service (RFS) plant and equipment in the asset registers. Council re-confirmed its position on RFS plant and equipment at the 25 July 2023 ordinary council meeting (resolution 070723) to not include RFS plant and equipment in the asset registers. This was on the grounds that the recognition was not in line with applicable accounting standards.

A summary of the key data is provided below along with the 2022/23 financial year comparatives:

1. Net operating result from continuing operations for 2022/23 financial year was \$15,021,000. This is well up on previous year of (\$2,216,000) – an overall net movement of \$17,237,000. This is due in part to:
  - a. Rates and annual charges increased by \$1,261,000. This was the result of \$380,000 for rates and \$881,000 for annual charges (water, sewer, and waste).
  - b. User fees and charges increased by \$1,486,000. This was predominately the result of Council undertaking a major RMCC works program (the Tatalia Road intersection works).
  - c. Capital grants and contributions increased by \$15,258,000. When 2022/23 financial year is compared with the 2021/22 financial year, the following increases are noted: Donated assets up by \$7,069,000, actual cash contributions for S7.11 and S64 up by \$1,254,000, with the difference made up of grant funding relating to the floods, roads, and economic development.
  - d. Materials and services increased from \$18,984,000 in 2021/22 financial year to \$22,817,000 for the 2022/23 financial year - a net increase of \$3,833,000. Some of this increase, and this is due in part to higher inflation and flood expense, is the result of Council using road and bridge contractors (up \$796,000 – some of this used increase also due to RMCC works at 1b above), building and maintenance contractors (up \$1,009,000), raw materials cost increase (up \$795,000) and increases in other operational costs (up by \$1,233,000).
  - e. Depreciation saw a reduction in amount from \$25,055,000 in the 2021/22 financial year down to \$23,245,000 in the 2022/23 financial year. This is the result of a review on asset classes, which saw roads, bridges, and footpaths have a reduction in overall depreciation expense for the year.
  - f. Increase in loss on disposal of assets of \$722,000. Whenever Council renews a road, treatment plant, building, etc, there is a need to dispose part of, or all of, the old asset and depreciate the new asset components.
2. Councils total cash, cash equivalents and investments position as of 30 June 2023 was \$57,212,000. This was an increase of \$8,869,000 on prior year 30 June 2022 balance of \$48,343,000. Some of this increase is the result of Council receiving the financial assistances grant 100% in advance.
3. Receivables overall saw a reduction of \$1,638,000 in balance between the two financial years. This reduction mainly the result of Council receiving during the 2022/23 financial year the large amount of GST refunds held by the Australian Tax Office (ATO) as of 30 June 2022. The amount owed to Council by the ATO dropped from \$3,795,000 to \$1,092,000 – a net difference of \$2,703,000. This difference was then offset by increases accrued revenues, government grants/ subsidies, and user charges and fees receivables.
4. Intangible assets saw an increase from \$4,906,000 in 20221/22 up to \$10,402,000 for 2022/23 financial year. This \$5,496,000 increase is the result of software intangibles of \$1,554,000 and water licences of \$3,942,000.

5. Contract Liabilities remained fairly consistent with a balance of \$26,508,000 for 2022/23 financial year. When compared to the 2021/22 financial year balance of \$26,499,000, there was only a net increase of \$9,000. Reductions in loan borrowing and employee benefit provision balances were offset by increases in trade payables owing and provision balances.

Council's ratios are presented on pages 88 through to 89 on the attached financial statements.

A review of some of the underperforming ratios is as follows.

1. Council continues to underperform in the operating performance ratio with a negative 25.90% (2021/22 comparison negative 31.18%). Whilst there was an improvement on the previous year, depreciation expense continues to be high when compared to other similar councils, and as such continues to have a major impact on this ratio. On average, an improvement (reduction) in depreciation expense of \$1 million will result in an improvement of approximately 2% in this ratio, all other things remaining constant.

It should be noted that for the 2023/24 financial year, depreciation expense will be lower than the 2022/23 financial year due to full effect of revised asset revaluations taking effect. The Roads, Bridges and Footpaths revaluation will result in around \$4.5 million reduction in depreciation expense, being offset by slight increases in other asset classes to come in at around net \$4 million reduction.

Council is not fully funding the depreciation expense. For the 2022/23 financial year, Council only funded approximately \$4,568,000 of the \$23,245,000 depreciation expense.

2. Rates and annual charges outstanding ratio is higher than the 10% industry benchmark, coming in at 11.57% This is only a minor improvement on the 2021/22 financial year of 11.72%. Council will look at an unpaid rates sale during the 2023/24 financial year to help address this issue.
3. Council also saw a large increase in infrastructures renewal ratio, increasing from 42.46% in 2021/2022 up to 68.89% for the 2022/23 financial year. This ratio should be 100% or greater. Council needs to ensure that moving forward, focus is placed on renewing current assets over constructing new assets unless the new asset construction benefits outweigh the increase in operational costs.

It should also be noted that Council lodged the 2022/23 financial statements by the due date of the 31 October 2023.

## **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.

5.1.2 - Council acts in a financially responsible manner to ensure delivery of safe and sustainable services to the community

## **BUDGETARY IMPLICATIONS**

This report has no direct budgetary implications as the 2022/23 Annual Financial Statements represents the financial position of the Council as of 30 June 2023.

## **POLICY IMPLICATIONS**

Nil

## LEGISLATIVE IMPLICATIONS

Local Government Act 1993, s. 415-421

## RISK ANALYSIS

- What can happen?  
Failure to comply with financial reporting requirements of the LGA.
- How can it happen?  
Not applying the resources required to meet the requirements.
- What are the consequences of the event happening?  
Breach of the LGA and inability to finalise audited annual financial statements.
- What is the likelihood of the event happening?  
Likely if resources are not applied.
- Adequacy of existing controls?  
Adequate
- Treatment options to mitigate the risk?  
Apply sufficient skilled resources to meet the requirements.

## CONCLUSION

Murray River Council's 2022/23 Annual Financial Statements have been prepared and audited and a qualified audit opinion has been issued with regards to the Rural Fire Service assets.

## ATTACHMENTS

1. **2022-2023 Murray River Council Annual Financial Statements (under separate cover)** 

**9.2.5 COUNCILLOR & EMPLOYEE INTERACTION POLICY V#2 - FINAL ADOPTION**

**File Number:** -  
**Author:** Sandra Gordon, Manager Governance & Risk  
**Authoriser:** Stephen Fernando, Director Corporate Services

**RECOMMENDATION**

That the Councillor & Employee Interaction Policy V#2 be adopted and placed in the Policy Register.

**DISCUSSION**

The Access to Council Information and Employees by Councillors Policy (POL-105) was first adopted on the 8 August 2017.

In 2002 the Office of Local Government published Circular 22-08 regarding what they were now calling the Councillor and Staff Interaction Policy which included guidelines and recommendations for the updating of the previous Policy.

Council has adopted the name of the revised (V#2) policy as Councillor and Employee Interaction Policy. This reflects consistency of language across all MRC policies referring to our people as employees rather than staff.

Council has received no submissions externally or internally during the period of public consultation.

The aim of the Policy is to facilitate a positive working relationship between Councillors, as the community's elected representatives, and Council employees, who are employed to administer the operations of Council.

**The objectives of the Policy are:**

- ▶ establish positive, effective, and professional working relationships between Councillors and Council employees defined by mutual respect and courtesy.
- ▶ enable Councillors and Council employees to work together appropriately and effectively to support each other in their respective roles.
- ▶ ensure that Councillors receive advice in an orderly, courteous, and appropriate manner to assist them in the performance of their civic duties.
- ▶ ensure Councillors have adequate access to information to exercise their statutory roles.
- ▶ provide direction on, and guide Councillor interactions with, Council employees for both obtaining information and in general situations.
- ▶ maintain transparent decision making and good governance arrangements.
- ▶ ensure the reputation of Council is enhanced by Councillors and Council employees interacting consistently, professionally, and positively in their day-to-day duties; and
- ▶ provide a clear and consistent framework through which breaches of the Policy will be managed in accordance with the Code of Conduct (Councillors) Policy and Code of Conduct (Employees) Policy.

**ATTACHMENTS**

1. **Councillor and Employee Interaction Policy V#2**  

MURRAY RIVER COUNCIL  
COUNCIL POLICY

**COUNCILLOR  
AND  
EMPLOYEE  
INTERACTION  
POLICY**

POL-105.V#2

This policy is based on the Model Councillor and Staff Interaction Policy 2022 developed by the Department of Planning and Environment



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## 1. INTRODUCTION

The Councillor and Employee Interaction Policy (the Policy) provides a framework for Councillors when exercising their civic functions by specifically addressing their ability to interact with and receive advice from authorised Council employees.

This Policy provides direction on interactions between Councillors and employees to assist both parties in carrying out their day-to-day duties professionally, ethically and respectfully.

It is important to have an effective working relationship that recognises the important but differing contribution both parties bring to their complementary roles.

This policy was previously known as the Access to Council Information and Staff by Councillors Policy.

## 2. OBJECTIVES

The aim of the Policy is to facilitate a positive working relationship between Councillors, as the community's elected representatives, and Council employees, who are employed to administer the operations of Council.

The objectives of the Policy are:

- › establish positive, effective and professional working relationships between Councillors and Council employees defined by mutual respect and courtesy;
- › enable Councillors and Council employees to work together appropriately and effectively to support each other in their respective roles;
- › ensure that Councillors receive advice in an orderly, courteous and appropriate manner to assist them in the performance of their civic duties;
- › ensure Councillors have adequate access to information to exercise their statutory roles;
- › provide direction on, and guide Councillor interactions with, Council employees for both obtaining information and in general situations;
- › maintain transparent decision making and good governance arrangements;
- › ensure the reputation of Council is enhanced by Councillors and Council employees interacting consistently, professionally and positively in their day-to-day duties; and
- › provide a clear and consistent framework through which breaches of the Policy will be managed in accordance with the Code of Conduct (Councillors) Policy and Code of Conduct (Employees) Policy.

## 3. SCOPE

This Policy applies:

- › to all Councillors and Council employees;
- › to all interactions between Councillors and Council employees, whether face-to-face, online (including social media and virtual meeting platforms), by phone, text message or in writing; and
- › whenever interactions between Councillors and Council employees occur, including inside or outside of work hours, and at both Council and non-Council venues and events.

This Policy does not confer any delegated authority upon any person. All delegations to employees are made by the Chief Executive Officer (CEO).

## 4. LEGISLATION

- › Local Government Act 1993 (NSW)
- › Local Government (General) Regulations 2021 (NSW)
- › Government Information (Public Access) Act 2009 (NSW)
- › State Records Act 1998 (NSW)
- › Work Health and Safety Act 2011 (NSW)

## POLICY STATEMENT

This Policy complements, and should be read in conjunction with, Murray River Council's Code of Conduct (Councillors) Policy and the Code of Conduct Procedure.

## 5. RESPONSIBILITIES

- 5.1 Several factors contribute to a good relationship between Councillors and Council employees. These include goodwill, understanding of roles, communication, protocols, and a good understanding of legislative requirements.
- 5.2 Council's governing body and its management team (being employees within the organisation) must have a clear and sophisticated understanding of their different roles, and the fact that these operate within a hierarchy. The management team is accountable to the CEO, who in turn, is accountable to the Council's governing body.
- 5.3 Section 232 of the Local Government Act 1993 (the Act) states that:

232 The role of a councillor

(1) The role of a councillor is as follows—

- (a) to be an active and contributing member of the governing body,
- (b) to make considered and well informed decisions as a member of the governing body,
- (c) to participate in the development of the integrated planning and reporting framework,
- (d) to represent the collective interests of residents, ratepayers and the local community,
- (e) to facilitate communication between the local community and the governing body,
- (f) to uphold and represent accurately the policies and decisions of the governing body,
- (g) to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor.

(2) A councillor is accountable to the local community for the performance of the council.

- 5.4 The management team's role is to advise the governing body, implement Council's decisions and to oversee service delivery.
- 5.5 It is beneficial if the management team recognises the complex political environments in which elected members operate and acknowledge that they work within a system that is based on democratic governance. Councillors similarly need to understand that it is a highly complex task to prepare information and provide quality advice on the very wide range of issues that Council operations cover.
- 5.6 Council commits to the following principles to guide interactions between Councillors and Council employees.

Principle	Achieved by
<b>Equitable &amp; consistent</b>	Ensuring appropriate, consistent and equitable access to information for all Councillors within established service levels.
<b>Considerate &amp; respectful</b>	Councillors and Council employees working supportively together in the interests of the whole community, based on mutual respect and consideration of their respective positions.
<b>Ethical, open &amp; transparent</b>	Ensuring that interactions between Councillors and employees are ethical, open, transparent, honest and display the highest standards of professional conduct.
<b>Fit for purpose</b>	Ensuring that the provision of equipment and information to Councillors is done in a way that is suitable, practical and of an appropriate size, scale and cost for a client group of nine (9) people.
<b>Accountable &amp; measurable</b>	Providing support to Councillors in the performance of their role in a way that can be measured, reviewed and improved based on qualitative and quantitative data.

- 5.7 Councillors are members of the Council's governing body, which is responsible for directing and controlling the affairs of the Council in accordance with the Act.

Councillors need to accept that:

- ▶ responses to requests for information from Councillors may take time and consultation to prepare and be approved prior to responding;
- ▶ Council employees are not accountable to them individually;
- ▶ they must not direct employees except by giving appropriate direction to the CEO by way of a Council or committee resolution, or by the mayor exercising their functions under Section 226 of the Act;
- ▶ they must not, in any public or private forum, direct or influence, or attempt to direct or influence, a Council employee in the exercise of their functions;
- ▶ they must not contact a Council employee on Council-related business unless in accordance with this Policy; and
- ▶ they must not use their position to attempt to receive favourable treatment for themselves or others.

- 5.8 The CEO is responsible for the efficient and effective day-to-day operation of the Council and for ensuring that the lawful decisions of the Council are implemented without undue delay.

Council employees need to understand:

- ▶ they are not accountable to individual Councillors and do not take direction from them. They are accountable to the CEO, who is in turn accountable to the Council's governing body
- ▶ they should not provide advice to Councillors unless it has been approved by the CEO or a Council employee with a delegation to approve advice to Councillors
- ▶ they must carry out reasonable and lawful directions given by any person having the authority to give such directions in an efficient and effective manner
- ▶ they must ensure that participation in political activities outside the service of the Council does not interfere with the performance of their official duties
- ▶ they must provide full and timely information to Councillors sufficient to enable them to exercise their civic functions in accordance with this Policy.

## **6. THE COUNCILLOR REQUESTS SYSTEM**

- 6.1 Councillors have a right to request information, provided it is relevant to Councillor's exercise of their civic functions. This right does not extend to matters about which a Councillor is merely curious.
- 6.2 Councillors do not have a right to request information about matters that they are prevented from participating in decision-making on because of a conflict of interest, unless the information is otherwise publicly available.
- 6.3 The CEO may identify a Council employee (the Councillor Support Officer/s) under this Policy for the management of requests from Councillors.
- 6.4 Councillors can use the Councillor Requests System to:
- a). request information or ask questions that relate to the strategic position, performance or operation of the Council;
  - b). bring concerns that have been raised by members of the public to the attention of Council employees;
  - c). request ICT or other support from the Council management team;
  - d). request that a Council employee be present at a meeting (other than a meeting of the Council) for the purpose of providing advice to the meeting.

- 6.5 Councillors must, to the best of their knowledge, be specific about what information they are requesting and make their requests respectfully. Where a Councillor's request lacks specificity, the CEO or Council employee authorised to manage the matter is entitled to ask the Councillor to clarify their request and the reason(s) why they are seeking the information.
- 6.6 Council employees must make every reasonable effort to assist Councillors with their requests and do so in a respectful manner.
- 6.7 Subject to the nature of the request, the CEO or the Council employee authorised to manage a Councillor request will endeavour to provide a response within ten (10) working days. Where due to the nature of the request, a response cannot be provided within that timeframe, the Councillor will be advised of that fact and an estimated response time and the information will be provided as soon as practicable.
- 6.8 Requests under clause 6.4 (d) must be made five (5) working days before the meeting. The CEO or Council employees authorised to manage a Councillor request are responsible for determining:
- whether a Council employee can attend the meeting; and
  - which employee will attend the meeting.
- Council employees who attend such meetings must be appropriately senior and be subject matter experts on the issues to be discussed at the meeting.
- 6.9 Councillors are required to treat all information provided by Council employees appropriately and to observe any confidentiality requirements.
- 6.10 Employees will inform Councillors of any confidentiality requirements for information they provide so Councillors can handle the information appropriately.
- 6.11 Where a Councillor is unsure of confidentiality requirements, they should contact the CEO or the Council employee authorised to manage their request.
- 6.12 The CEO may refuse access to information requested by a Councillor if:
- the information is not necessary for the performance of the Councillor's civic functions; and/or
  - if responding to the request would, in the CEO's opinion, result in an unreasonable diversion of Council employees time and resources; and/or
  - the Councillor has previously declared a conflict of interest in the matter and removed themselves from decision-making on it; and/or
  - the CEO is prevented by law from disclosing the information.
- 6.13 Where the CEO refuses to provide information requested by a Councillor they must act reasonably. The CEO must advise the Councillor in writing of their reasons for refusing access to the information requested.
- 6.14 Where a Councillor's request for information is refused by the CEO on the grounds referred to under Clause 6.12 (a) or (b), the Councillor may instead request the information through a resolution of the Council by way of a notice of motion. This clause does not apply where the CEO refuses a Councillor's request for information under clause 6.12 (c) or (d).
- 6.15 Nothing in Clauses 6.12, 6.13, and 6.14 prevents a Councillor from requesting the information in accordance with the Government Information (Public Access) Act 2009.
- 6.16 Where a Councillor persistently makes requests for information which, in the CEO's opinion, result in a significant and unreasonable diversion of Council employee time and resources the Council may, on the advice of the CEO, resolve to limit the number of requests the Councillor may make.
- 6.17 Councillor requests are state records and must be managed in accordance with the State Records Act 1998.
- 6.18 If requested, a report will be provided to Council regarding the performance and efficiency of the Councillor Requests System against established key performance indicators.

## **7. ACCESS TO COUNCIL EMPLOYEES**

- 7.1 Councillors may directly contact Council employees that are authorised to manage a Councillor request.
- 7.2 Councillors should as far as practicable, only contact employees during normal business hours.
- 7.3 If Councillors would like to contact a Council employee, other than those authorised to manage a Councillor request, they must receive permission from the CEO.
- 7.4 If a Councillor is unsure which authorised employee can help with their enquiry, they can contact the CEO or the Director Corporate Services who will provide advice about which authorised employee to contact.
- 7.5 The CEO or a member of Council's Executive Leadership Team (ELT) may direct any employee to contact Councillors to provide specific information or clarification relating to a specific matter.
- 7.6 A Councillor or employee must not take advantage of their official position to improperly influence other Councillors or Council employees in the performance of their civic or professional duties for the purposes of securing a private benefit for themselves or for another person. Such conduct should be immediately reported to the CEO or Mayor in the first instance, or alternatively to the Office of Local Government, NSW Ombudsman, or the NSW Independent Commission Against Corruption.

## **8. COUNCILLOR ACCESS TO COUNCIL BUILDINGS**

- 8.1 Councillors are entitled to have access to the Council Chamber, the Mayor's office (subject to availability) and public areas of Council's buildings during normal business hours for meetings. Councillors needing access to these facilities at other times must obtain approval from the CEO.
- 8.2 If the rooms outlined in Clause 8.1 are unavailable or unsuitable, Councillors may make a request to the CEO to utilise other meeting rooms. Granting of such a request is solely at the discretion of the CEO.
- 8.3 Councillors must not enter employee-only areas of Council buildings without the approval of the CEO.

## **9. APPROPRIATE AND INAPPROPRIATE INTERACTIONS**

- 9.1 Examples of appropriate interactions between Councillors and Council employees include, but are not limited to, the following:
  - ▶ Councillors and Council employees are courteous and display a positive and professional attitude towards one another;
  - ▶ Council employees ensure that information necessary for Councillors to exercise their civic functions is made equally available to all Councillors, in accordance with this Policy and any other relevant Council policies;
  - ▶ Council employees record the advice they give to Councillors in the same way they would if it was provided to members of the public;
  - ▶ Council employees, including Council's executive team members, document Councillor requests via the Councillor requests system;
  - ▶ Council meetings and Councillor briefings are used to establish positive working relationships and help Councillors to gain an understanding of the complex issues related to their civic duties;
  - ▶ Councillors and Council employees feel supported when seeking and providing clarification about Council related business; and
  - ▶ Councillors forward requests through the Councillor Requests System and employees respond in accordance with the timeframes stipulated in this Policy.

- 9.2 Examples of inappropriate interactions between Councillors and Council employees include, but are not limited to, the following:
- a) Councillors and Council employees conducting themselves in a manner which:
    - i) is contrary to their duties under the Work Health and Safety Act 2011 (NSW) and their responsibilities under any policies or procedures adopted by the Council to ensure workplace health and safety; and
    - ii) constitutes harassment and/or bullying within the meaning of the Code of Conduct or is unlawfully discriminatory.
  - b) Councillors approaching Council employees and employee organisations to discuss individual or operational employee matters (other than matters relating to broader workforce policy such as, but not limited to, organisational restructures or outsourcing decisions), grievances, workplace investigations and disciplinary matters;
  - c) Council employees approaching Councillors to discuss individual or operational employee matters (other than matters relating to broader workforce policy such as, but not limited to, organisational restructures or outsourcing decisions), grievances, workplace investigations and disciplinary matters;
  - d) Subject to clause 6.12, Council employees refusing to give information that is available to other Councillors to a particular Councillor;
  - e) Councillors who have lodged an application with Council, discussing the matter with Council employees in employee-only areas of the Council;
  - f) Councillors being overbearing or threatening to employees;
  - g) Council employees being overbearing or threatening to Councillors;
  - h) Councillors making personal attacks on Council employees or engaging in conduct towards employees that would be contrary to the general conduct provisions in Part 3 of the Code of Conduct in public forums including social media;
  - i) Councillors directing or pressuring Council employees in the performance of their work or recommendations they should make; and
  - j) Council employees providing ad-hoc advice to Councillors without recording or documenting the interaction as they would if the advice was provided to a member of the community.
- 9.3 Where a Councillor engages in conduct that, in the opinion of the CEO, puts the health, safety or welfare of Council employees at risk, the CEO may restrict the Councillor's access to employees.
- 9.4 Any concerns relating to the conduct of a Council employee under this Policy should be raised with the CEO.

## **10. NON-COMPLIANCE / COMPLAINTS**

- 10.1 The Code of Conduct provides that Council Officials must not conduct themselves in a manner that is contrary to the Council's policies. A breach of this Policy will be a breach of the Code of Conduct.
- 10.2 Complaints about a breach of this Policy should be made to the CEO (if the complaint is about a Councillor or a Council employee), or the Mayor (if the complaint is about the CEO).
- 10.3 Clause 10.2 does not operate to prevent matters being reported to the Office of Local Government (OLG), the NSW Ombudsman, the NSW Independent Commission Against Corruption or any other external agency.

## 11. EVALUATION AND REVIEW

It is the responsibility of the Director Corporate Services 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.

## 12. ASSOCIATED DOCUMENTS, DEFINITIONS AND ACRONYMS

### External

- › OLG – Model Councillor & Staff Interaction Policy – 2022

### Internal

- › MRC Policy - Code of Conduct (Councillors) Policy (POL-100.1)
- › MRC Policy - Code of Conduct (Employees) Policy (POL-100.2)
- › MRC Policy – Code of Meeting Practice Policy (POL-101)
- › MRC Procedure – Code of Conduct Procedure

### Definitions and Acronyms:

Term	Definition
Advice	Refers to advice or information that is business related and that may influence a Councillor when making a decision
Authorised Council employees	CEO, Directors and Managers
Chief Executive Officer (CEO)	The CEO of Council and includes their delegate or authorised representative
Councillor	A person elected or appointed to civic office as a member of the governing body of the Council who is not suspended, including the Mayor
Council Officer	An employee is defined as being one of the following: <ul style="list-style-type: none"> <li>› An employee, or</li> <li>› A contractor or subcontractor, or</li> <li>› An employee of a contractor or subcontractor, or</li> <li>› An employee of a labour hire company who has been assigned to work in the person's business or undertaking, or</li> <li>› An outworker, or</li> <li>› An apprentice or trainee, or</li> <li>› A student gaining work experience, or</li> <li>› A volunteer</li> </ul>
Council Official	Includes Councillors, employees of the Council, the management team of the Council, Council committee members, conduct reviewers and delegates of the Council
Information	May refer to: <ul style="list-style-type: none"> <li>› Files / correspondence;</li> <li>› Public registers;</li> <li>› Development and other applications; and / or</li> <li>› Any other record of Council business in whatever form</li> </ul>
OLG	Office of Local Government

**13. DOCUMENT CONTROL**

Version No.	Details	Dates	CM9 Reference	Resolution No.
1	Version #1 was known as the Access to Council Information and Employees by Councillors Policy.	8 Aug 2017 to 28 Nov 2023	VF/17/102641	080817
2	Revised and updated to align with the Model Policy released by OLG in 2022.	28 Nov 2023 to today	VF/17/102641	TBA

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

**NOTE:**

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**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.



**9.2.6 ROAD & PLACE NAME POLICY V#1 - FINAL ADOPTION**

**File Number:** -  
**Author:** Sandra Gordon, Manager Governance & Risk  
**Authoriser:** Stephen Fernando, Director Corporate Services

**RECOMMENDATION**

That the Road & Place Name Policy V#1 be adopted and placed in the Policy Register.

**DISCUSSION**

The newly developed Road & Place Name Policy was presented to Council, in draft form, at the 26 September 2023 Council meeting.

The draft policy was then placed on public display. During the display period Council received no submissions – either internally or externally in regard to the Policy.

The objectives of the Policy are to:

- ▶ Ensure compliance with legislative requirements under the Roads Act 1993 and other legislation.
- ▶ Ensure road names are officially and correctly recorded in accordance with Part 2, Division 1 of the Road Regulation 2018 & the NSW Address Policy & User Manual.
- ▶ Ensure place names are officially and correctly recorded in accordance with the Geographical Names Board of NSW Policy – Place Naming.
- ▶ Ensure a consistent approach to road & place naming which benefits emergency services, transport and goods and service delivery and provide opportunities for community consultation when determining road & place names.

Aligning this Policy with the NSW Address Policy ensure this Policy is also aligned with the AS/NZS 4819:2011 Rural and Urban Addressing.

**ATTACHMENTS**

1. Road and Place Names Policy V#1 [↓](#) 

MURRAY RIVER COUNCIL  
COUNCIL POLICY

**ROAD  
&  
PLACE  
NAME  
POLICY**

POL-314.V#1



## 1. INTRODUCTION

The Road & Place Name Policy (Policy) demonstrates that Murray River Council (Council) has a systematic and documented approach for reducing risks associated with the naming of roads & places.

Under the Roads Act 1993 the Council of a local government area is the road naming authority.

Addresses connect people to a place and place names constitute the most commonly used spatial reference. Addresses must adhere to the basic principles that they are simple, singular (i.e. not-duplicated), intuitively understood and relevant to place. These addressing principles are important for both government and the community.

Murray River Council is empowered to name public roads under Section 162 of the Roads Act 1993. Under the provisions of the NSW Address Policy & User Manual, Murray River Council has the responsibility for also endorsing the authoritative road name for private & crown roads, ensuring they are approved by the Geographical Names Board of NSW (GNB) and in relation to crown roads, gazetted.

In exercising its power to name roads, Council is also required to follow procedures set out in the Roads Regulation 2018. Council is also required to maintain a register that identifies roads by a given name and number.

This policy will provide guidance for developers, the community and Council when allocating new road & place names or re-naming existing roads. The policy ensures that appropriate naming and renaming of roads and places for which Council is the Roads Authority is undertaken in compliance with the GNB.

Under the Local Governance Act Section 124 (Order 8) Council may order an owner or occupier of land to 'identify premises with such numbers or other identification in such manner as is specified in the order'. Failure to comply with this order is an offence, as described under Section 628, for which the maximum penalty is 50 penalty units for an individual and 100 penalty units for a corporation.

## 2. OBJECTIVES

The objectives of the Policy are to:

- ▶ Ensure compliance with legislative requirements under the Roads Act 1993 and other legislation.
- ▶ Ensure road names are officially and correctly recorded in accordance with Part 2, Division 1 of the Road Regulation 2018 & the NSW Address Policy & User Manual.
- ▶ Ensure place names are officially and correctly recorded in accordance with the Geographical Names Board of NSW Policy – Place Naming.
- ▶ Ensure a consistent approach to road & place naming which benefits emergency services, transport and goods and service delivery and provide opportunities for community consultation when determining road & place names.

Aligning this Policy with the NSW Address Policy ensure this Policy is also aligned with the AS/NZS 4819:2011 Rural and Urban Addressing.

## 3. SCOPE

This Policy applies to all roads (public) & places within Council regardless of custodianship and maintenance agreements. Under this policy, all roads in the Council area shall be authoritatively named and the names gazetted, where possible.

The Policy addresses naming of roads (private & public), assignment of address numbers, development & subdivision address processes, complex site addressing and creation of new or amended address locality boundaries.

#### 4. LEGISLATION

- › Anti-Discrimination Act 1977 (NSW)
- › Geographical Names Act 1966 (NSW)
- › Local Government Act 1993 (NSW)
- › Road Act 1993 (NSW)
- › Road Regulation 2018 (NSW)

#### 5. POLICY STATEMENT

As the roads authority, Council will adhere to the procedures outlined in the Road Regulation 2018 (NSW) and policy outlined in the NSW Address Policy & User Manual when naming roads.

When naming places Council will adhere to the procedure outlined in the Geographical Names Board of NSW Policy – Place Naming.

##### 5.1. UNIQUENESS

Uniqueness is the most essential quality to be sought in proposing a new road name.

Road names should not be duplicated, even if the road type is different. A road name will be regarded as a duplicate if it is the same or similar in spelling or sound to an existing name, regardless of the road type (eg: there should be no other road named Edward, even if called Edward Court or Edward Place).

Road names shall not be duplicated within:

- › The same address locality;
- › An adjoining address locality; or
- › A local government area

##### 5.2. SOURCE

Preferred sources for road names include names related to or associated with:

- › Aboriginal names (in a local language chosen in consultation with the Local Aboriginal Land Council and/or relevant Aboriginal community).
- › Local history, including early explorers, settlers, and other eminent persons (proposed use of historical names should demonstrate consultation with the Local Historical Society).
- › War servicemen & women
- › Thematic names such as flora and fauna,
- › Landmarks (names should be appropriate to the physical, historical or cultural character of the area).
- › Commemoration of an event, person, or place. Commemorative names of a person only be for deceased persons and reasonable efforts will be made to gain consent from an appropriate family member(s).

Large subdivisions with multiple roads should use an overall theme for naming of roads. The origin of each name should be clearly stated and subsequently recorded.

##### 5.3. COMMUNICATION AND PROPRIETY

- › Names should not be offensive, racist, derogatory, or demeaning as clarified in the Anti-Discrimination Act 1977 (NSW).
- › Names should be easily pronounceable.
- › Road names shall not be misspelt nor contain abbreviations. In particular, the spelling of personal names shall be able to be validated by reference to primary sources.

- › Commercial and business names shall not be used, particularly where the name can be construed to be promoting a business. However, business names no longer in use and which promote the heritage of an area are acceptable.
- › Road types shall not be used in the formation of a road name, for example Promenade Road, Court Street etc. even if the road type is also a surname.
- › The use of given or first names in conjunction with a surname is not normally acceptable but may be considered if required to provide uniqueness for a significant name e.g., Scott Rodgers Road might be acceptable if there is already a Rodgers Road.
- › Names should be as short and simple as possible and preferably consisting of only one word plus the road type. It is recognised that some roads will require two words due to geographic relationship e.g., Colligan Creek Road.
- › Road names will not contain hyphens.

#### 5.4. ROAD EXTENTS

The extent of a named road shall be defined by the formed road and shall include only a single section accessible by vehicles or pedestrians. Unconnected sections, such as where separated by an unbridged stream or physical barrier, shall be assigned separate names.

When a road extent is broken into separate sections by acquisition, redevelopment or redesign, the name shall only be retained on one section and the other section(s) renamed as part of the development process.

#### 5.5. RENAMING

Renaming of existing roads or places shall only occur where a case can be made that service delivery has been or has potential to be substantially negatively impacted by maintaining existing name.

#### 5.6. RESPONSIBILITIES

The responsibilities of Council in relation to naming of different road classes are as follows:

Road Class	Naming Authority	Council Responsibility
State Roads, including national routes and highways	RMS	Responsible for endorsing the official road name and ensuring it is approved by the GNB and gazetted
Regional and Local Roads	Local Government ( <u>Roads Act 1993, Roads Regulation 2018</u> )	Naming Authority
Roads over rail bridges	Rail Access Corporation, RMS or Local Government ( <u>Roads Act 1993, Roads Regulation 2018</u> )	Responsible for endorsing the official road name and ensuring it is approved by the GNB and gazetted.
Private Roads, right of ways, and easements (intended as Roads)	Local Government (with jurisdiction over the area in which the road is located) as advised by GNB	Naming Authority. (Ensuring name is endorsed by the GNB).
Crown Roads	Local Government (with jurisdiction over the area in which the road is located) As advised by GNB	Naming Authority. (Ensuring name is approved by the GNB and gazetted)

Other Roads	Bodies such as State Forests, Federal Airports Corporation, Sydney Ports, National Parks and Wildlife Service or Private Sector Tollway Operators.	Ensure the road names are endorsed, addresses applied, and the name is approved by the GNB and gazetted.
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As per the Geographical Names Act 1966 (NSW), authority for address locality names and boundaries rests with the GNB.

For roads where Council is the naming authority, Council will, in general, adopt the following approach to identifying a name for a given road.

Road/Place Type	General Procedure
<ul style="list-style-type: none"> <li>▶ Currently unnamed roads</li> <li>▶ New Roads Created by Council</li> </ul>	<ul style="list-style-type: none"> <li>▶ Proposed by an Applicant or by the Responsible Officer.</li> <li>▶ Reviewed by Responsible Officer and endorsed by the CEO.</li> <li>▶ Council approval through a resolution.</li> <li>▶ Public display of proposed names for 28 days for comment and feedback.</li> <li>▶ Lodge proposed names through NSW Place &amp; Road Name Proposal System.</li> <li>▶ On approval, gazetted through the NSW Government Gazette online Portal (not applicable for private roads).</li> <li>▶ Notify SS Road Updates &amp; GNB</li> </ul>
New Roads (Created by a Developer (within a specific development))	<ul style="list-style-type: none"> <li>▶ Proposed by Developer.</li> <li>▶ Reviewed by Responsible Officer and endorsed by the CEO.</li> <li>▶ Council approval through a resolution.</li> <li>▶ Public display of proposed names for 28 days for comment and feedback.</li> <li>▶ Lodge proposed names through NSW Place &amp; Road Name Proposal System.</li> <li>▶ On approval, gazetted through the NSW Government Gazette online Portal (not applicable for private roads).</li> <li>▶ Notify SS Road Updates &amp; GNB</li> </ul>

## 6. ROLES AND RESPONSIBILITIES

Position	Responsibility
CEO	To lead staff (either directly or through delegated authority) in their understanding of, and compliance with, this policy and related Procedures.
Directors, Managers and Supervisors	To communicate, implement and comply with this policy and related Procedures.
All Council Employees	To be aware of and ensure compliance with this Policy.

## 7. EVALUATION AND REVIEW

It is the responsibility of the Manager Strategic Assets, 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.

## 8. NON-COMPLIANCE

Non-compliance could result in a breach of the Code of Conduct Policy and/or disciplinary action.

## 9. ASSOCIATED DOCUMENTS, DEFINITIONS & ACRONYMS

### External:

- ▶ NSW Address Policy and User Manual/Geographical Names Board of New South Wales. Provides policy & process for all road naming proposals in NSW. <https://www.gnb.nsw.gov.au/publications/policies>
- ▶ Geographical Names Board of NSW Policy – Place Naming. Provides policy & process for all place naming proposals in NSW. <https://www.gnb.nsw.gov.au/publications/policies>
- ▶ Glossary of status values in the Geographic Names Register (GNB)
- ▶ AS/NZS 4819:2011 Rural and Urban Addressing

### Internal:

Nil

### Definitions:

Term	Definition
AS/NZS	Australia NZ Standards
CEO	Chief Executive Officer (General Manager)
Council or MRC	Murray River Council
GNB	Geographical Names Board
Policy	This Road and Place Name Policy
Place	Defined by the <u>Geographical Names Act 1966</u> No 13 as ‘any geographical or topographical feature or any area, district, division, locality, region, city, town, village, settlement or railway station or any other place within the territories and waters of the State of New South Wales but does not include any road, any area (within the meaning of the <u>Local Government Act 1993</u> ) or area of operations of a county council (within the meaning of that Act), any electoral district under the <u>Parliamentary Electorates and Elections Act 1912</u> , any school or any place or place within a class of places to which the provisions of this Act do not apply by virtue of the regulations.’
Responsible Officer	Manager responsible for the asset management function of Council
RMS	Roads and Maritime Services
Road	an area that is open to and/or used by the public and is navigable by vehicle or foot and can be used for assigning addresses or allowing access between points or to a feature.

**10. DOCUMENT CONTROL**

Version No.	Details	Dates	CM9 Reference	Resolution No.
1	Initial Issue	28 November 2023 – to today	VF/23/666	TBC

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

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**9.2.7 QUARTERLY BUDGET REVIEW - PERIOD ENDED 30 SEPTEMBER 2023**

**File Number:** -

**Author:** Nikki Chalmers, Management Accountant

**Authoriser:** Stephen Fernando, Director Corporate Services

**RECOMMENDATION**

That Council resolve to:

1. Adopt the budget variations as detailed within the report and any subsequent changes made to those votes, in Council's estimates of income and expenditure for 2023/2024 financial year, which includes changes to the 2023/2024 Capital Listing as updated per Attachment 3 and the following Reserve movements:
  - a. from reserves to fund the following Capital activities:
    - i. \$6,718,393 from General reserve
    - ii. \$1,676,850 from Sewer reserve
    - iii. \$1,261,400 from Water reserve
    - iv. \$2,392,954 from Waste reserve; and
  - b. to reserves for the following Operational activities:
    - i. \$4,028,018 to the General reserve
    - ii. \$2,521,796 to the Sewer reserve
    - iii. \$2,634,204 to the Water reserve
    - iv. \$642,208 to the Waste reserve.

**BACKGROUND**

Clause 203 of the Local Government (General) Regulation 2005 (the Regulations) requires a Council's responsible accounting officer to prepare and submit a quarterly budget review statement to the governing body of Council. The quarterly budget review statement must show, by reference to the estimated income and expenditure that is set out in the operational plan adopted by council for the relevant year, a revised estimate of income and expenditure for that year.

It also requires the budget review statement to include a report by the responsible accounting officer as to whether they consider the statement indicates council to be in a satisfactory financial position (regarding its original budget) and if not, to include recommendations for remedial action.

Legislative requirements together with the implementation of a formal reporting mechanism will ensure that councils have a robust and transparent budget reporting framework.

**DISCUSSION****Budget Position as of 30 September 2023**

Overall net budget position, or working capital, has improved on the 2023/24 current approved budget \$Nil position to a 2023/24 revised budget surplus of \$4,796 – an overall improvement of \$34,796 at end of 30 September 2023.

**Income Statement - Consolidated**

The September 2023 quarter review has revised the estimated operating Surplus as of June 2024 to \$10,452,931. This is an increase of \$6,443,893 from the current approved budgeted surplus of \$4,009,037 due to, in part, increases in grant funding, reduction in depreciation expenses and offset by increases to Materials and Contracts expenses.

The total budget result improves on the 2023/24 current approved \$Nil budget to a surplus of \$4,796 as of 30 September 2023. This is an overall net improvement of \$34,796. The information below shows the movements for the September 2023 quarter, as well as the net budget variances resolved by Council outside the quarterly review process.

Murray River Council							
Budget review for the quarter ended - 30 September 2023							
Consolidated - Income & Expenses							
	ORIGINAL Budget	CURRENT Budget	REVISED Budget	BUDGET VARIATIONS Via Council Resolutions	QUARTER BUDGET REVIEW Movement	TOTAL Quarterly Revisions Budget Improvement Budget Deterioration	YTD Actual
	2024	2024	2024	Outside QBR	2024		2024
<b>Income from Continuing Operations</b>							
Rates and Annual Charges	21,044,662	21,044,662	20,798,000		(246,662)	(246,662)	5,311,153
User Charges and Fees	7,769,384	7,769,384	7,769,384		-	-	3,709,463
Interest and Investment Revenue	1,797,010	1,797,010	1,797,010		-	-	779,943
Other Revenues	1,962,700	1,962,700	1,798,525		(164,175)	(164,175)	312,102
Grants & Contributions for Operational Purposes	20,674,966	20,674,966	21,566,167		891,201	891,201	353,595
Grants and Contributions for Capital Purposes	13,695,405	13,695,405	17,094,166	450,000	2,948,761	3,398,761	921,179
Other Income	256,630	256,630	252,609		(4,021)	(4,021)	56,071
Gain on Sale of Assets	4,183,000	4,183,000	4,183,000		-	-	-
<b>Total Income from Continuing Operations</b>	<b>71,383,757</b>	<b>71,383,757</b>	<b>75,258,861</b>	<b>450,000</b>	<b>3,425,104</b>	<b>3,875,104</b>	<b>11,443,506</b>
<b>Expenses from Continuing Operations</b>							
Employee Benefits and On-costs	(19,906,606)	(19,906,606)	(19,754,766)	150,000	1,840	151,840	(5,407,628)
Borrowing Costs	(120,240)	(120,240)	(120,240)		-	-	(13,000)
Materials and Contracts	(21,601,059)	(21,601,059)	(23,258,932)	(180,000)	(1,477,874)	(1,657,874)	(4,502,253)
Depreciation and Amortisation	(24,449,000)	(24,449,000)	(20,344,177)		4,104,823	4,104,823	(6,112,250)
Other Expenses	(1,297,815)	(1,297,815)	(1,327,815)		(30,000)	(30,000)	(253,680)
<b>Total Expenses from Continuing Operations</b>	<b>(67,374,720)</b>	<b>(67,374,720)</b>	<b>(64,805,930)</b>	<b>(30,000)</b>	<b>2,598,789</b>	<b>2,568,789</b>	<b>(16,288,810)</b>
<b>NET OPERATING RESULT FROM CONTINUING OPERATIONS SURPLUS/ (DEFICIT)</b>	<b>4,009,037</b>	<b>4,009,037</b>	<b>10,452,931</b>	<b>420,000</b>	<b>6,023,893</b>	<b>6,443,893</b>	<b>(4,845,305)</b>
<b>Other Funding Movements</b>							
Total Capital Expenditure	(33,984,758)	(33,984,758)	(40,984,537)	(650,000)	(6,349,780)	(6,999,780)	(5,533,817)
Total Transfers From / (To) Reserves	(1,993,510)	(1,993,510)	2,223,371	200,000	4,016,881	4,216,881	(325,333)
Sale Proceeds from Sale of Assets	6,524,500	6,524,500	6,973,125		448,625	448,625	192,022
Total Loan Borrowings	1,500,000	1,500,000	1,500,000		-	-	-
Total Loan Repayments	(596,810)	(596,810)	(596,810)		-	-	-
Deferred Debtor Advances Repaid	92,540	92,540	92,540		-	-	-
Depreciation Contra Reversal	24,449,000	24,449,000	20,344,177	-	(4,104,823)	(4,104,823)	6,112,250
<b>TOTAL OTHER FUNDING MOVEMENTS SURPLUS/ (DEFICIT)</b>	<b>(4,009,038)</b>	<b>(4,009,038)</b>	<b>(10,448,135)</b>	<b>(450,000)</b>	<b>(5,989,097)</b>	<b>(6,439,097)</b>	<b>445,123</b>
<b>TOTAL BUDGET SURPLUS/ (DEFICIT)</b>	<b>(0)</b>	<b>(0)</b>	<b>4,796</b>	<b>(30,000)</b>	<b>34,796</b>	<b>4,796</b>	<b>(4,400,182)</b>
<b>NET OPERATING RESULT BEFORE CAPITAL ITEMS SURPLUS/ (DEFICIT)</b>	<b>(9,686,368)</b>	<b>(9,686,368)</b>	<b>(6,641,235)</b>	<b>(30,000)</b>	<b>3,075,133</b>	<b>3,045,133</b>	<b>(5,766,484)</b>

### Income from Continuing Operations

Projected 2023/24 financial year budgeted revenues are estimated to increase by \$3,425,104 to \$75,258,861. Detailed breakdown of each variation is shown in Attachment 1 and Attachment 2. A summary of the net variations is shown below:

## Murray River Council

Budget review for the quarter ended - 30 September 2023

Consolidated - Income &amp; Expenses

	ORIGINAL Budget	CURRENT Budget	REVISED Budget	BUDGET VARIATIONS Via Council Resolutions	QUARTER BUDGET REVIEW Movement	TOTAL Quarterly Revisions Budget Improvement Budget Deterioration	YTD Actual
	2024	2024	2024	Outside QBR	2024		2024
<b>Income from Continuing Operations</b>							
Rates and Annual Charges	21,044,662	21,044,662	20,798,000		(246,662)	(246,662)	5,311,153
User Charges and Fees	7,769,384	7,769,384	7,769,384		-	-	3,709,463
Interest and Investment Revenue	1,797,010	1,797,010	1,797,010		-	-	779,943
Other Revenues	1,962,700	1,962,700	1,798,525		(164,175)	(164,175)	312,102
Grants & Contributions for Operational Purposes	20,674,966	20,674,966	21,566,167		891,201	891,201	353,595
Grants and Contributions for Capital Purposes	13,695,405	13,695,405	17,094,166	450,000	2,948,761	3,398,761	921,179
Other Income	256,630	256,630	252,609		(4,021)	(4,021)	56,071
Gain on Sale of Assets	4,183,000	4,183,000	4,183,000		-	-	-
<b>Total Income from Continuing Operations</b>	<b>71,383,757</b>	<b>71,383,757</b>	<b>75,258,861</b>	<b>450,000</b>	<b>3,425,104</b>	<b>3,875,104</b>	<b>11,443,506</b>

**Expenses from Continuing Operations**

Projected 2023/24 financial year budgeted operating expenditures are estimated to decrease by \$2,598,789 to (\$64,805,930), largely relating to reduction in depreciation expenses, this is offset by increases in Materials and Contracts. Detailed breakdown of each variation is shown in Attachment 1 and Attachment 2. A summary of the net variations is shown below:

## Murray River Council

Budget review for the quarter ended - 30 September 2023

Consolidated - Income &amp; Expenses

	ORIGINAL Budget	CURRENT Budget	REVISED Budget	BUDGET VARIATIONS Via Council Resolutions	QUARTER BUDGET REVIEW Movement	TOTAL Quarterly Revisions Budget Improvement Budget Deterioration	YTD Actual
	2024	2024	2024	Outside QBR	2024		2024
<b>Expenses from Continuing Operations</b>							
Employee Benefits and On-costs	(19,906,606)	(19,906,606)	(19,754,766)	150,000	1,840	151,840	(5,407,628)
Borrowing Costs	(120,240)	(120,240)	(120,240)		-	-	(13,000)
Materials and Contracts	(21,601,059)	(21,601,059)	(23,258,932)	(180,000)	(1,477,874)	(1,657,874)	(4,502,253)
Depreciation and Amortisation	(24,449,000)	(24,449,000)	(20,344,177)		4,104,823	4,104,823	(6,112,250)
Other Expenses	(1,297,815)	(1,297,815)	(1,327,815)		(30,000)	(30,000)	(253,680)
<b>Total Expenses from Continuing Operations</b>	<b>(67,374,720)</b>	<b>(67,374,720)</b>	<b>(64,805,930)</b>	<b>(30,000)</b>	<b>2,598,789</b>	<b>2,568,789</b>	<b>(16,288,810)</b>

**Other Funding Movements**

Projected 2023/24 financial year budgeted capital expenditure and other funding movements are estimated to increase by \$5,989,097 to a deficit of (\$10,448,135). This is in part due to reductions in Depreciation Contra and increases in capital expenditure. Detailed breakdown of each variation is shown in Attachment 1 and Attachment 2, Attachment 3 details the updated Capital Listing. A summary of the net variations is shown below:

**Murray River Council**

Budget review for the quarter ended - 30 September 2023

Consolidated - Income &amp; Expenses

	ORIGINAL Budget	CURRENT Budget	REVISED Budget	BUDGET VARIATIONS Via Council Resolutions	QUARTER BUDGET REVIEW Movement	TOTAL Quarterly Revisions Budget Improvement	YTD Actual
Other Funding Movements	2024	2024	2024	Outside QBR	2024	Budget Deterioration	2024
Total Capital Expenditure	(33,984,758)	(33,984,758)	(40,984,537)	(650,000)	(6,349,780)	(6,999,780)	(5,533,817)
Total Transfers From / (To) Reserves	(1,993,510)	(1,993,510)	2,223,371	200,000	4,016,881	4,216,881	(825,333)
Sale Proceeds from Sale of Assets	6,524,500	6,524,500	6,973,125		448,625	448,625	192,022
Total Loan Borrowings	1,500,000	1,500,000	1,500,000		-	-	-
Total Loan Repayments	(596,810)	(596,810)	(596,810)		-	-	-
Deferred Debtor Advances Repaid	92,540	92,540	92,540		-	-	-
Depreciation Contra Reversal	24,449,000	24,449,000	20,344,177	-	(4,104,823)	(4,104,823)	6,112,250
<b>TOTAL OTHER FUNDING MOVEMENTS SURPLUS/ (DEFICIT)</b>	<b>(4,009,038)</b>	<b>(4,009,038)</b>	<b>(10,448,135)</b>	<b>(450,000)</b>	<b>(5,989,097)</b>	<b>(6,439,097)</b>	<b>445,123</b>

**Performance Ratios**

A summary of the changes to Performance Ratios is provided in the table below. Please note the following regarding the YTD Actual Ratios:

- Operating Performance Ratio of (54.8%), there is a significant amount of grant revenue not received in the period July to September, namely the FAGs grant which was received in advance prior to 1 July.
- Own Source Revenue 88.86%, this ratio is high due to minimal grant funding being received, as per comments in point above.

**Murray River Council**

Budget review for the quarter ended - 30 September 2023

Consolidated - Income &amp; Expenses

	Benchmark Ratios	ORIGINAL Budget 2024	CURRENT Budget 2024	REVISED Budget 2024	YTD Actual 2024
<b>Performance Ratios</b>					
Operating Performance Ratio	> 0.00%	-25.92%	-25.92%	-20.05%	-54.80%
Unrestricted Current Ratio	> 1.50x	3.26	3.26	3.48	2.80
Own Source Revenue	> 60.00%	51.85%	51.85%	48.63%	88.86%
Debt Servicing Cover Ratio	> 2.00x	20.76	20.76	19.28	27.60
Rates and Annual Charges Outstanding	< 10.00%	11.40%	11.40%	11.54%	12.89%
Building and Infrastructure Renewal Ratio	> 100.00%	80%	80%	96%	68%
Per Capita Operating Expense	Decrease Yearly	\$ 5,189	\$ 5,189	\$ 4,991	\$ 1,254

**ALL FUNDS STATEMENT**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

It is in my opinion that the Quarterly Budget Review Statement for Murray River Council for quarter ended 30 September 2023 indicates that Council's projected financial position at 30 June 2024 will

be satisfactory /~~unsatisfactory~~ at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.



Management Accountant, Murray River Council

Date: 14 November 2023

## 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

Refer to annual budget.

## POLICY IMPLICATIONS

Nil.

## LEGISLATIVE IMPLICATIONS

Local Government Act 1993

## RISK ANALYSIS

- **What can happen?**
  1. Inability to manage council financial resources.
  2. Long term financial sustainability of Council is compromised.
- **How can it happen?**
  1. Inadequate financial reporting and checks and balances.
  2. Operating deficits (before capital items) are not addressed urgently.
- **What are the consequences of the event happening?**
  1. Risk that council will not know if it is managing its financial resources effectively.
  2. Council unable to meet service obligations, deterioration of asset quality.
- **What is the likelihood of the event happening?**
  1. Unlikely
  2. Likely
- **Adequacy of existing controls?**
  1. Adequate
  2. Need Improvements
- **Treatment options to mitigate the risk?**
  1. Adequate and timely financial planning and reporting
  2. Addressing both cost and revenue side issues to improve operating deficit.

**CONCLUSION**

While Murray River Council's budget and financial performance is manageable as at the end of September 2023, ongoing operating deficits at current or higher levels will have significant impacts on the medium to long term financial sustainability.

**ATTACHMENTS**

1. **Attachment 1 - Sep 2023 Qrt Budget Review - Detailed Movement Report** [!\[\]\(9bf097d682561b2ffd12d57a40ca73b1\_img.jpg\) !\[\]\(51d3868eac81c232f6ef399d2bd16077\_img.jpg\)](#)
2. **Attachment 2 - Sep 2023 Qrt Budget Review - Outside QBRS Movement** [!\[\]\(a2c132b99b4fcf21fd2bcbbdcf2be642\_img.jpg\) !\[\]\(5ec38675172d195694038a5f80a05d7e\_img.jpg\)](#)
3. **Attachment 3 - Sep 2023 Qrt Budget Review - Capital Listing** [!\[\]\(6e5db9be9f6501972c386bc8b9567019\_img.jpg\) !\[\]\(fde93ec981d89b92cd01f5b6a2a111a5\_img.jpg\)](#)







Attachment 1 - September 2023 Quarterly Budget Review

Variations for the September 2023 quarter budget review

REVENUE						
Budget Group	Budget Item	Fund Allocation	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Further Details
Rates and Annual Charges	Waste Rates & Annual Charges	Waste Fund	\$2,636,982	\$2,390,320	(\$246,662)	Reduction to estimated Rates & Annual Charges in Waste fund.
	<b>Total Rates and Annual Charges</b>		<b>\$2,636,982</b>	<b>\$2,390,320</b>	<b>(\$246,662)</b>	
Grants and Contributions - Operating	Regional Tourism Activation Fund	General Fund	-	\$873,201	\$873,201	Grant funding for Silo Art Trail.
	Australia Day	General Fund	-	\$10,000	\$10,000	Grant funding received for Australia Day events.
	Naidoc Week	General Fund	-	\$1,000	\$1,000	Grant funding received for Naidoc Week.
	Museum Advisory Services	General Fund	-	\$7,000	\$7,000	Grant Funding associated with Museum Advisory project.
	<b>Total Grants &amp; Contributions - Operational</b>		<b>-</b>	<b>\$891,201</b>	<b>\$891,201</b>	
Grants and Contributions - Capital	Safe & Secure Water Program	Sewer Fund	-	\$300,000	\$300,000	Grant funding obtained for Sewer Treatment Plant works, 60% grant funded and 40% Council funded.
	NSW Boating Now Grant	General Fund	-	\$517,500	\$517,500	Remaining Grant funds expected from NSW Boating Now regarding Murray Downs Boat Ramp estimated to be completed in FY24.
	Fixing Country Bridges	General Fund	-	\$311,492	\$311,492	Remaining Grant funds expected from Fixing Country Bridges in FY24.
	Developer Contributions	General Fund	-	\$449,095	\$449,095	Update budget based on actual developer contributions received (actual is approx. \$403,000) and a small budget for balance of financial year.
	Developer Contributions	Waste Fund	\$15,000	\$50,380	\$35,380	Updated budget based on actual developer contributions received re Waste (actual is approx. \$41,500) and a small budget for balance of financial year.
	Yamba RFS	General Fund	-	\$350,000	\$350,000	RFS Seed Funding for Yamba RFS Shed.
	Local Roads & Community Infrastructure	General Fund	-	\$985,293	\$985,293	Grant funding obtained relating to parks and transport capital works.
	<b>Total Grants &amp; Contributions - Capital</b>		<b>\$15,000</b>	<b>\$2,963,760</b>	<b>\$2,948,760</b>	
Other Revenue	Waste Autodepot	Waste Fund	\$755,000	\$380,000	(\$375,000)	Reduction in revenue due to delay in opening of Autodepot.
	Moama Lights	General Fund	\$625,000	\$835,825	\$210,825	Update budget based on actual for Moama Lights event held July 2023, note total revenue includes estimate for event held July 2024, which has been budgeted as Nil profit or loss.
	<b>Total Other Revenue</b>		<b>\$1,380,000</b>	<b>\$1,215,825</b>	<b>(\$164,175)</b>	
Lease Revenue	MRC Residential properties	General Fund	\$33,700	\$29,679	(\$4,021)	Reduction in estimated revenue as reduction in properties rented.
	<b>Total Lease Revenue</b>		<b>\$33,700</b>	<b>\$29,679</b>	<b>(\$4,021)</b>	
	<b>Total Revenue - Budget Adjustments</b>		<b>\$4,065,682</b>	<b>\$7,490,785</b>	<b>\$3,425,103</b>	

Budget Group	Budget Item	Fund Allocation	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Further Details
<b>OPERATING EXPENDITURE</b>						
Budget Group	Budget Item	Fund Allocation	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Further Details
Employee Benefits and Oncosts	Transport - Moama Lights	General Fund		\$17,578	\$17,578	Reallocation of wages from Infrastructure to Moama Lights re Event held July 2023, based on actual.
	Economic Development - Moama Lights	General Fund	-	(\$17,578)	(\$17,578)	Reallocation of wages from Infrastructure to Moama Lights re Event held July 2023, based on actual.
	Procurement	General Fund	(\$168,703)	(\$123,703)	\$45,000	Reduction in employee costs to cover Contractor costs for Procurement Manager position.
	Community Services	General Fund	(\$766,759)	(\$713,723)	\$53,036	Adjustment to employee costs due to restructure within Community Services. Materials & Contracts increased to meet grant funding.
	Development Services	General Fund	(\$1,036,615)	(\$1,167,811)	(\$131,196)	Increase in employee costs for positions now filled, offset by Contractor budget reduced.
	Finance Contractor	General Fund	(\$133,471)	(\$98,471)	\$35,000	Reduction in employee costs to cover Contractor costs for Finance.
	<b>Total Employee Benefit &amp; Oncost</b>		<b>(\$2,105,548)</b>	<b>(\$2,103,708)</b>	<b>\$1,840</b>	
Materials and Contracts	Organisation Development	General Fund	(\$63,600)	-	\$63,600	Removal of operational costs within Organisational Development department due to cessation of department.
	Subscription Costs	General Fund	(\$1,088,870)	(\$1,068,870)	\$20,000	Reduction in subscription costs due to duplication in original budget.
	SRV Preparation works	General Fund	-	(\$150,750)	(\$150,750)	Estimated costs associated with Special Rates Variation works.
	Legal Fees	General Fund	(\$20,000)	(\$30,000)	(\$10,000)	Estimated increase in legal fees expenses Council wide.
	Finance Consulting	General Fund	(\$50,000)	(\$75,000)	(\$25,000)	Adjustment to consultancy budget for Corporate Services directorate.
	Procurement	General Fund	-	(\$45,000)	(\$45,000)	Procurement Manager position contractor costs, funded from reduction in employee costs.
	Rental Properties	General Fund	(\$96,275)	(\$46,960)	\$49,315	Adjustment to externally rented residential properties for prospective employees.
	Community Services	General Fund	(\$547,785)	(\$600,821)	(\$53,036)	Adjustments to materials & contracts budget to meet grant funding expenditure as a result of employee restructure in Community Services.
	Local Connections	General Fund	-	(\$5,000)	(\$5,000)	Budget allocation for new instruments of delegation and templates relating to Local Connections (S.355 committees).
	Development Services	General Fund	(\$275,796)	(\$144,600)	\$131,196	Removal of contracted budget initially funded by vacant positions which have now been filled.
	Finance Contractor	General Fund	-	(\$35,000)	(\$35,000)	Allocation for Contractor costs, funded from vacant position in Finance.
	Damages claim	General Fund	-	(\$10,000)	(\$10,000)	Update budget to cover costs associated with minor damage claims.
	Biosecurity	General Fund	(\$35,350)	(\$19,350)	\$16,000	Reduction in expenses to be reallocated to capital to fund new IT Hardware for Biosecurity.
	Australia Day	General Fund	(\$15,000)	(\$25,000)	(\$10,000)	Expenses relating to Australia Day Grant Funding.
	Naidoc Week	General Fund	(\$500)	(\$1,500)	(\$1,000)	Expenses relating to Naidoc Week Grant Funding.
	Museum Advisory Services	General Fund	(\$7,000)	(\$14,000)	(\$7,000)	Expenses relating to Museum Advisory Grant Funding.
	Moama Lights	General Fund	(\$625,000)	(\$1,127,889)	(\$502,889)	Increase costs relating to Moama Lights event held July 2023, note total revenue includes estimate for event held July 2024, which has been budgeted as Nil profit or loss.
	Regional Tourism Activation Fund	General Fund	-	(\$873,201)	(\$873,201)	Cost associated with Regional Tourism Activation Fund grant funding.
	Fuel Costs	General Fund	(\$1,338,750)	(\$1,579,000)	(\$240,250)	Increase in estimated fuel costs.
	Plant Recovery	General Fund	\$6,198,955	\$6,151,509	(\$47,446)	Adjustment to Plant recovery due to variations in other areas of Council.
	Internal Recovery	General Fund	\$2,708,135	\$2,965,723	\$257,588	Adjustments to internal recovery due to variations in other areas of Council.
	<b>Total Materials and Contracts</b>		<b>\$4,743,164</b>	<b>\$3,265,291</b>	<b>(\$1,477,873)</b>	

Budget Group	Budget Item	Fund Allocation	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Further Details
Depreciation	FY24 Depreciation	General Fund	(\$22,178,060)	(\$16,532,868)	\$5,645,192	Updated depreciation for FY24 post FY23 reconciliation and revaluations completed.
	FY24 Depreciation	Water Fund	(\$1,201,000)	(\$1,408,344)	(\$207,344)	Updated depreciation for FY24 post FY23 reconciliation and revaluations completed.
	FY24 Depreciation	Sewer Fund	(\$974,000)	(\$1,183,112)	(\$209,112)	Updated depreciation for FY24 post FY23 reconciliation and revaluations completed.
	FY24 Depreciation	Waste Fund	(\$95,940)	(\$1,219,854)	(\$1,123,914)	Updated depreciation for FY24 post FY23 reconciliation and revaluations completed.
<b>Total Depreciation</b>			<b>(\$24,449,000)</b>	<b>(\$20,344,178)</b>	<b>\$4,104,822</b>	
Other Expenses	Darts	General Fund	-	(\$30,000)	(\$30,000)	Contribution to Darts Pacific Masters which was incorrectly included in the reduction to Darts down to \$100,000.
	<b>Total Other Expenses</b>			<b>-</b>	<b>(\$30,000)</b>	<b>(\$30,000)</b>
<b>Total Operational Expenditure - Budget Adjustments</b>			<b>(\$21,811,384)</b>	<b>(\$19,212,595)</b>	<b>\$2,598,789</b>	

Budget Group	Budget Item	Fund Allocation	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Further Details
<b>CAPITAL EXPENDITURE</b>						
Budget Group	Budget Item	Fund Allocation	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Further Details
Council Own Funding / Reserve	NSW Boating Now Grant	General Fund	-	(\$777,113)	(\$777,113)	Capital works associated with NSW Boating Now Grant funding for Murray Downs Boat Ramp commenced in FY23, capital expenditure for balance of project to be completed in FY24.
Grant Funding / Reserve	Safe & Secure Water Program	Sewer Fund	-	(\$500,000)	(\$500,000)	Capital works associated with grant funding, 60% grant funded & 40% Council Funded (Reserve).
Reserve Funding	Sewer Capital Program	Sewer Fund	(\$1,476,300)	(\$1,626,850)	(\$150,550)	Adjustments to Sewer capital works program for FY24.
Reserve Funding	Water Capital Program	Water Fund	(\$2,211,130)	(\$1,811,400)	\$399,730	Adjustments to Water capital works program for FY24
Grant Funding / Reserve	Fixing Country Bridges	General Fund		(\$2,196,888)	(\$2,196,888)	Capital works associated with Fixing Country Bridges grant funding continued from FY23 and expected to be completed in FY24.
Grant Funding / Reserve	Moama Soundshell Playground	General Fund	-	(\$150,414)	(\$150,414)	Carry on from FY23, balance of capital expenditure re Moama Soundshell Playground.
Council Own Funding	Murray Downs Walking Track	General Fund	-	(\$34,500)	(\$34,500)	Carry on from FY23 regarding Murray Downs walking track, will be completed in FY24.
Council Own Funding	Picnic Point Caravan Park	General Fund	-	(\$20,900)	(\$20,900)	Electrical works required for sites at Picnic Point Caravan Park, funded via Reserves.
Grant Funding	Yamba RFS	General Fund	-	(\$350,000)	(\$350,000)	Capital works associated with Yamba RFS Shed, fully funded.
Grant Funding	Local Roads & Community Infrastructure	General Fund	-	(\$985,293)	(\$985,293)	Capital works associated with Local Roads & Community Infrastructure Grant received.
Council Own Funding	Meninya St Precinct	Water Fund	(\$560,000)	(\$580,000)	(\$20,000)	FY23 Carry on regarding Meninya Street Precinct Project.
Council Own Funding	Biosecurity	General Fund	-	(\$16,000)	(\$16,000)	Increase in capital budget to acquire new IT Hardware for Biosecurity to utilise legislative required software, funded from reduction in operational budget.
Reserve Funding	Plant	General Fund	(\$2,500,000)	(\$3,618,518)	(\$1,118,518)	Increase to estimated acquisitions of Plant.
Reserve Funding	Waste	Waste Fund	-	(\$42,000)	(\$42,000)	Purchase of Backhoe from Plant department for use in Waste department.
Reserve Funding	Landfill Investigation	Waste Fund	-	(\$139,700)	(\$139,700)	Capital costs associated with Landfill Investigation & Planning Requirement.
Reserve Funding	GPS for Compactor	Waste Fund	-	(\$88,242)	(\$88,242)	Capital costs associated with Compactor GPS.
Reserve Funding	Mathoura Transfer Station	Waste Fund	-	(\$22,000)	(\$22,000)	Capital costs associated with solar power & battery at Mathoura Transfer Station.
Reserve Funding	Moama Landfill	Waste Fund	-	(\$119,900)	(\$119,900)	Capital costs associated with Litter fence at Moama Landfill.
Reserve Funding	Koraleigh Landfill	Waste Fund	(\$55,000)	-	\$55,000	Removal of capital works re Koraleigh Landfill Rehabilitation not going to be completed in FY24.
Reserve Funding	Koraleigh Landfill Fence	Waste Fund	(\$102,000)	(\$109,681)	(\$7,681)	Increase in capital costs relating to Koraleigh Landfill fencing.
Reserve Funding	Waste Automated Depot	Waste Fund	(\$1,896,000)	(\$1,960,811)	(\$64,811)	Increase costs since Tender re Automated Depot Project.
	<b>Total Other Capital Expenditure</b>		<b>(\$8,800,430)</b>	<b>(\$15,150,210)</b>	<b>(\$6,349,780)</b>	
	<b>Total Capital Expenditure - Budget Adjustments</b>		<b>(\$8,800,430)</b>	<b>(\$15,150,210)</b>	<b>(\$6,349,780)</b>	

Budget Group	Budget Item	Fund Allocation	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Further Details
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Budget Group	Budget Item	Fund Allocation	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Further Details
<b>OTHER FUNDING MOVEMENTS</b>						
Budget Group	Budget Item	Fund Allocation	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Further Details
<b>Reserve Movement</b>	Reserve Movements	General Fund	(\$709,721)	\$127,933	\$837,654	Adjustment to Reserve movement due to reduction in plant revenue.
	Reserve Movements	Water Fund	(\$2,569,643)	(\$2,634,204)	(\$64,561)	Adjustments to Water Reserve due to operational movements.
	Reserve Movements	Water Fund	\$1,661,130	\$1,261,400	(\$399,730)	Reserve movements relating to Water Capital Works program adjustments for FY24.
	Reserve Movements	Sewer Fund	-	\$200,000	\$200,000	Reserve movements associated with Safe & Secure Water Program. 60% grant funded & 40% Council Funded (Reserve).
	Reserve Movements	Sewer Fund	\$1,326,300	\$1,476,850	\$150,550	Reserve movements relating to Sewer Capital Works program adjustments for FY24.
	Reserve Movements	Sewer Fund	(\$2,495,697)	(\$2,521,796)	(\$26,099)	Adjustments to Sewer Reserve due to operational movements.
	Reserve Movements	General Fund	-	\$171,782	\$171,782	Reserve movement relating to NSW Boating Now, Murray Downs Boat Ramp. Includes unspent Grant of \$33,775, balance is Council contribution.
	Reserve Movements	General Fund	-	\$1,885,396	\$1,885,396	Reserve movements relating to Fixing Country Bridges capital projects.
	Reserve Movements	General Fund	-	\$127,512	\$127,512	Reserve movements re unspent grant and previously allocated reserve for Moama Soundshell Playground.
	Reserve Movements	General Fund	-	\$20,900	\$20,900	Reserve movement associated with Picnic Point electrical works.
	Reserve Movements	Waste Fund	\$795,932	\$1,761,746	\$965,814	Reserve movements associated with Waste Fund movements.
	Reserve Movements	General Fund	-	\$147,663	\$147,663	Prior year profit re Moama Lights brought in to offset income & expenses for July 2023 event.
	<b>Total Reserve Movements</b>		<b>(\$1,991,699)</b>	<b>\$2,025,182</b>	<b>\$4,016,881</b>	
<b>Proceeds from Sale of Assets</b>	Plant	General Fund	\$424,500	\$873,125	\$448,625	Update to estimate of proceeds on sale of Plant.
	<b>Total Proceeds from Sale of Assets</b>		<b>\$424,500</b>	<b>\$873,125</b>	<b>\$448,625</b>	
<b>Depreciation Contra Reversal</b>	FY24 Depreciation	General Fund	\$22,178,060	\$16,532,868	(\$5,645,192)	Adjustments associated with Drepreciation expense post FY23 reconciliation and revaluations.
	FY24 Depreciation	Water Fund	\$1,201,000	\$1,408,344	\$207,344	Adjustments associated with Drepreciation expense post FY23 reconciliation and revaluations.
	FY24 Depreciation	Sewer Fund	\$974,000	\$1,183,112	\$209,112	Adjustments associated with Drepreciation expense post FY23 reconciliation and revaluations.
	FY24 Depreciation	Waste Fund	\$95,940	\$1,219,854	\$1,123,914	Adjustments associated with Drepreciation expense post FY23 reconciliation and revaluations.
	<b>Total Depreciation Contra Reversal</b>		<b>\$24,449,000</b>	<b>\$20,344,178</b>	<b>(\$4,104,822)</b>	
	<b>Total Other Funding Movements - Budget Adjustments</b>		<b>\$22,881,801</b>	<b>\$23,242,485</b>	<b>\$360,684</b>	
<b>Net September 2023 Quarter Budget Movement</b>					<b>\$34,796</b>	

**Attachment 2 - Approved Variations Outside QBR Process Quarterly Budget Review**

Variations approved by separate Council resolution up to the September 2023 quarter budget review

The amounts below are those Council resolutions that have a budget impact, for example, they have no budget or a current budget allocation is amended.

REVENUE						
Budget Group	Budget Item	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Council Resolution	Further Details
Grants and Contributions - Operating	NSW Boating Now	-	450,000	450,000	200,822	Resolution approving acceptance of NSW Boating Now Grant Package for Murray Downs Boat Ramp, increase grant funding from \$690,000 to \$1,140,000, funding requires Council contribution of 30%. Original Grant funding budget was in prior year, quarterly budget review includes variation request to bring in associated budget for works not completed in prior year.
<b>Total Grants &amp; Contributions - Operational</b>		-	<b>450,000</b>	<b>450,000</b>		
<b>Total Revenue - Outside QBR Review Process</b>		-	<b>450,000</b>	<b>450,000</b>		
OPERATING EXPENDITURE						
Budget Group	Budget Item	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Council Resolution	Further Details
Employee Benefits and Oncosts	Development Services	(1,036,615)	(886,615)	150,000	161023	Reallocation of employee costs to fund Contractor in Development Services department.
<b>Total Employee Benefit &amp; Oncost</b>		<b>(1,036,615)</b>	<b>(886,615)</b>	<b>150,000</b>		
Materials and Contracts	Development Services	-	(\$180,000)	(\$180,000)	161023	Contractor costs for Development Services department.
<b>Total Materials and Contracts</b>		-	<b>(\$180,000)</b>	<b>(\$180,000)</b>		
<b>Total Operational Expenditure - Outside QBR Review Process</b>		<b>(\$1,036,615)</b>	<b>(\$1,066,615)</b>	<b>(\$30,000)</b>		
CAPITAL EXPENDITURE						
Budget Group	Budget Item	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Council Resolution	Further Details
Grant Funding / Reserve	NSW Boating Now	-	(\$650,000)	(\$650,000)	200822	Resolution approving acceptance of NSW Boating Now Grant Package for Murray Downs Boat Ramp, increase capital expenditure from \$920,000 to \$1,570,000, funding requires Council contribution of 30%. Original capital expense budget was in prior year, quarterly budget review includes variation request to bring in associated budget for works not completed in prior year.
<b>Total Capital Expenditure</b>		-	<b>(\$650,000)</b>	<b>(\$650,000)</b>		
<b>Total Capital Expenditure - Outside QBR Review Process</b>		-	<b>(\$650,000)</b>	<b>(\$650,000)</b>		

**Attachment 2 - Approved Variations Outside QBR Process Quarterly Budget Review**

Variations approved by separate Council resolution up to the September 2023 quarter budget review

The amounts below are those Council resolutions that have a budget impact, for example, they have no budget or a current budget allocation is amended.

OTHER FUNDING MOVEMENTS						
Budget Group	Budget Item	Current Budget 2023/24 Year	Amended Budget 2023/24 Year	Movement	Council Resolution	Further Details
Reserve Movement	Reserve	-	\$200,000	\$200,000	200,822	Resolution approving acceptance of NSW Boating Now Grant Package for Murray Downs Boat Ramp, increase Reserve movement from \$230,000 to \$430,000, for Council contribution of 30%. Original budget was in prior year, quarterly budget review includes variation request to bring in associated budget for works not completed in prior year.
<b>Total Reserve Movements</b>		-	<b>\$200,000</b>	<b>\$200,000</b>		
<b>Total Other Funding Movements - Outside QBR Review Process</b>		-	<b>\$200,000</b>	<b>\$200,000</b>		
<b>Outside QBR Review Process Budget Movement</b>				<b>(\$30,000)</b>		



Attachment 3 - 1st Quarter Budget Review Capital Listing

2023/24 1st Quarter Budget Review - Capital Listing	New	Renew	Upgrade	Grand Total
Theme 1 - A Place of Environmental Sensitivity	549,842	3,252,411	3,066,312	6,868,565
T1.Goal 2 - Protect, enhance & sustance the natural environment	549,842	3,252,411	3,066,312	6,868,565
1.3 - Integrate water cycle management	127,000	1,291,600	2,956,631	4,375,231
Barham AC raw mains replacement yarrien 320m		59,000		59,000
Barham Booster pump filtered			231,200	231,200
Barham flouride implementation			69,000	69,000
Barham River Estate Levee Upgrade			15,812	15,812
Chlorine water treatment replacement for Barham		20,000		20,000
Dampier St filtered water replacement 170m Wakool		34,000		34,000
Detailed Design Stage of the Proposed New Barham Sewage Treatment Plant			390,500	390,500
General Reservoir Works		60,000		60,000
Generator purchase for Moama WTP			59,500	59,500
Koraleigh Raw network			244,000	244,000
Land Acquisition for the Proposed New Barham Sewage Treatment Plant			165,000	165,000
Mathoura Stormwater Easement Works & Management Plan			100,000	100,000
Mathoura WTP WHS issues - Ganty and batter maint		43,000		43,000
Membrane Replacement Wakool		140,000		140,000
Moama & Mathoura Pump Station upgrade (Sewer)			63,690	63,690
Moama Boat Pump Out Station Renewal		173,250		173,250
Moama sewer - main transfer well religning		72,000		72,000
Moama sewer - odour control unit McBerns			34,000	34,000
Moama sewer ponds access track		82,500		82,500
Moama Sewer Treatment detailed design			500,000	500,000
Moama WTP - Upgrade Swinging Gates with SALTO integrated audot sliding gate		35,000		35,000
Moulamein Raw mains replacment Jebb st 230m		44,000		44,000
Moulamein WTP Ring Levee, Town Levee Upgrade & Riverine / Stormwater Backflow Prevention			108,335	108,335
Murray Downs land aquasition for STP upgrade			230,000	230,000
New reserrior at Wakool WTP Filtered		106,700		106,700
Realign Backwash tank at Mathoura WTP		29,000		29,000
Rural Roads Stormwater Drainage			199,994	199,994
S3-Nicholas drive 72m filtered water replacement		23,000		23,000
SCADA review	87,000			87,000
Sewer Mains General Works		120,150		120,150
Sewer switchboard Patterson St Moulamein		55,000		55,000
Shed for Moama WTP plant storage	20,000			20,000
Standpipe automation of payment			54,000	54,000
Stormwater additional storage at recreation reserve			67,000	67,000
Stormwater Drainage			50,000	50,000
SW power for perricoota rd			148,000	148,000
Tallow St raw water replacement 230m Moulamein		47,000		47,000
Valve on sewer main in Council St			6,600	6,600
W&S Investigation & Design Package			220,000	220,000
Water Mains Renewal		60,000		60,000

**Attachment 3 - 1st Quarter Budget Review Capital Listing**

<b>2023/24 1st Quarter Budget Review - Capital Listing</b>	<b>New</b>	<b>Renew</b>	<b>Upgrade</b>	<b>Grand Total</b>
Water Mains Valve Replacement	20,000			20,000
WHS well conversion punt road raw		88,000		88,000
1.5 - Landfill rehabilitation works	422,842	1,960,811	109,681	2,493,334
Backhow purchase	42,000			42,000
GPS for Compactor	88,242			88,242
Koraleigh Landfill Fencing			109,681	109,681
Landfill Investigation & Planning Requirement	139,700			139,700
Moama Landfill Litter Fence	119,900			119,900
Push Pit	11,000			11,000
Solar Power & Battery - Mathoura Transfer Station	22,000			22,000
Waste capital works program - Autodepot		1,960,811		1,960,811
<b>Theme 2 - A Place of Progressive Leadership</b>	<b>6,411,163</b>		<b>851,040</b>	<b>7,262,203</b>
<b>T1.Goal 2 - Protect, enhance &amp; sustance the natural environment</b>	<b>10,620</b>			<b>10,620</b>
1.3 - Integrate water cycle management	10,620			10,620
Sewer Safety Equipment	10,620			10,620
<b>T2.Goal 2 - Continue to be a trusted &amp; ethical leader that leads by example</b>	<b>4,221,518</b>		<b>851,040</b>	<b>5,072,558</b>
2.5 - Leadership that is trusted, capable & collaborative	4,221,518		851,040	5,072,558
Asset Purchase for Replacement - All other Fleet	3,118,518			3,118,518
Asset Purchase for Replacement - Light Vehicle Fleet	500,000			500,000
CCTV System - Ongoing Growth			30,000	30,000
Meninya Street - Survey, Service Location and Design	560,000			560,000
Meninya Street South Car Park - 23/24 Construction Update			423,500	423,500
PC Replacement			166,000	166,000
Radio Network - Digital Upgrade			130,000	130,000
Server Replacement			25,000	25,000
Sewer CCTV Security			26,540	26,540
Supplier Portal Implementation	43,000			43,000
UPS Replacement			50,000	50,000
<b>T2.Goal 3 - Provide clear, concise &amp; consistent information that is easily accessible to our customers</b>	<b>2,179,025</b>			<b>2,179,025</b>
2.7 - Improve internal services to better support community needs	2,179,025			2,179,025
Intranet & Governance Overlay for 365	561,775			561,775
Technology One implementation	1,617,250			1,617,250
<b>Theme 3 - A Place of Liveable Communities</b>	<b>8,438,682</b>	<b>567,614</b>	<b>1,501,874</b>	<b>10,508,170</b>
<b>T3.Goal 1 - Create &amp; maintain safe &amp; accessible community spaces that enhance healthy living &amp; promote active lifestyles</b>	<b>6,980,069</b>	<b>508,114</b>	<b>1,211,874</b>	<b>8,700,057</b>
3.1 - Sports & recreation facilities & spaces	291,600	161,414	731,874	1,184,888
Barham Recreation Reserve Art & Tourism Project Viewing platform			258,561	258,561
Carry On - Moama Soundshell Playground		150,414		150,414
Kerribee Playground (LRIC P4A)	161,600			161,600
Mathoura Common Fencing		11,000		11,000
Moama Botanic Gardens - Stage 5	50,000			50,000
Moama Rec Res Landscaping & Fencing			10,000	10,000
Moulamein Lake Accessibility & Infrastructure Upgrade			270,063	270,063
Passive Recreation Furniture Renewal & Upgrade			75,000	75,000

**Attachment 3 - 1st Quarter Budget Review Capital Listing**

<b>2023/24 1st Quarter Budget Review - Capital Listing</b>	<b>New</b>	<b>Renew</b>	<b>Upgrade</b>	<b>Grand Total</b>
Riverside Park Barham Irrigation Upgrade			68,250	68,250
Sound Shell Design - Architectural & Structural Design	80,000			80,000
Upgrade & Renewal of Shade Structure			50,000	50,000
<b>3.2 - Public Buildings</b>	<b>6,688,469</b>	<b>346,700</b>	<b>330,000</b>	<b>7,365,169</b>
Asbestos Management & Remediation LGA wide		55,500		55,500
Goodnight Hall / Rec Res Toilet Block		20,000		20,000
HVAC Replacement		30,000		30,000
Mathoura Council Offices		14,000		14,000
Mathoura Memorial Park Toilet Block		23,000		23,000
Moama HQ Water Leak Rectification Work		31,000		31,000
Moama Office Ground Floor - Stage 1a		60,000		60,000
Moama Pre-School	5,657,469			5,657,469
MVBC Stage 1 - Security Upgrade & Library Renovation			330,000	330,000
Noorong Hall		12,500		12,500
Office Furniture	15,000			15,000
Security & Compliance Upgrade (SALTO)	86,000			86,000
Staff Dwelling - 21 Morago St Moulamein		25,000		25,000
Staff Dwelling - 37 Turora St Moulamein		34,800		34,800
Toilet Facility Meninya St	580,000			580,000
Wakool Memorial Hall		40,900		40,900
Yamba RFS Shed	350,000			350,000
<b>3.5 - Lighting upgrades &amp; improvements</b>			<b>150,000</b>	<b>150,000</b>
Horseshoe Lagoon Bridge Lighting			90,000	90,000
Koraleigh Lighting Upgrade			60,000	60,000
<b>T3.Goal_5 - Update &amp; review our open spaces to reflect community wants &amp; needs</b>	<b>1,458,613</b>	<b>59,500</b>	<b>290,000</b>	<b>1,808,113</b>
<b>3.12 - Cemeteries / commemoration</b>	<b>12,000</b>	<b>25,000</b>		<b>37,000</b>
Barham Cemetery Footpath Renewals		25,000		25,000
Moama Cemetery Plinth Expansion	12,000			12,000
<b>3.13 - Upgrade, enhance &amp; maintain Parks &amp; Open Spaces that connect communities &amp; are accessible</b>	<b>1,427,113</b>	<b>34,500</b>	<b>290,000</b>	<b>1,751,613</b>
Murray Downs Riverside Boat Ramp	1,427,113			1,427,113
Murray Downs Walking Track		34,500		34,500
SCCF5 - Horseshoe Lagoon Landscaping			290,000	290,000
<b>3.16 - Weed Management</b>	<b>19,500</b>			<b>19,500</b>
Biosecurity - Chemical transfer Pumps & 12 volt systems	19,500			19,500
<b>Theme_5 - A Place of Prosperity and Resilience</b>		<b>683,046</b>	<b>90,200</b>	<b>773,246</b>
<b>T5.Goal_2 - Continue to develop strong &amp; resilient communities</b>			<b>90,200</b>	<b>90,200</b>
<b>5.8 - Promotion of local attractions</b>			<b>90,200</b>	<b>90,200</b>
Signage			90,200	90,200
<b>T5.Goal_3 - Promote &amp; grow tourism across the region</b>		<b>683,046</b>		<b>683,046</b>
<b>5.10 - Growing Tourism across the LGA</b>		<b>683,046</b>		<b>683,046</b>
Liston Caravan Park		13,146		13,146
Moama Caravan Park Retaining Wall (Horseshoe Lagoon)		511,500		511,500
Picnic Point Caravan Park - electrical works		20,900		20,900

Attachment 3 - 1st Quarter Budget Review Capital Listing

2023/24 1st Quarter Budget Review - Capital Listing	New	Renew	Upgrade	Grand Total
Picnic Point Caravan Park Retaining Wall Renewal		137,500		137,500
Theme 6 - Connected Communities	589,000	8,284,660	5,875,000	14,748,660
T6.Goal 1 - Development strategies to deliver road & shared pathway infrastructure that is accessible to all	495,000	220,000		715,000
6.1 - Cycle, foot & other pathways	495,000	140,000		635,000
Bartlett Street Footpath	495,000			495,000
Cycle & Walkways		40,000		40,000
Paved Footpaths		100,000		100,000
6.4 - Local road & drainage options		80,000		80,000
Kerb & Gutter		80,000		80,000
T6.Goal 4 - Enable commercial transport & connection opportunities	94,000	8,064,660	5,875,000	14,033,660
6.10 - Major Roads upgrades	94,000	8,064,660	5,875,000	14,033,660
Depot Improvements			20,000	20,000
Frasers Rd / Murrain Yarrein Ck Bridge		195,295		195,295
Guard Rails			100,000	100,000
Kyalite Road Widening			1,600,000	1,600,000
Meninya St Parking Trial - Echuca St & Blair St	44,000			44,000
Moulamein Depot Workshop - Roller Door replacement x 2		20,000		20,000
Perricoota Road Resheet			780,000	780,000
Regional & Local Roads Repair Program		3,617,772		3,617,772
Regional Reseal		1,000,000		1,000,000
Repair Program Barham 61.2 - 62.2km \$500k Barmah 11.9 - 12.7km \$400k Subject to Repair Program approval			900,000	900,000
Road Furniture / Signage - Regional Roads	50,000			50,000
Road Resheeting		530,000		530,000
Roads to Recovery			2,150,000	2,150,000
Sandys Rd / Barber Ck Bridge		13,814		13,814
Signage Upgrades			25,000	25,000
Survey & Design Package			300,000	300,000
Tooranie Rd / Yarrein Ck Bridge		1,987,779		1,987,779
Urban Roads		200,000		200,000
Urban Street Reseals		500,000		500,000
<b>Grand Total</b>	<b>15,988,687</b>	<b>12,787,732</b>	<b>11,384,426</b>	<b>40,160,845</b>

**9.2.8 INVESTMENTS AND RESERVES REPORT AS AT 31 OCTOBER 2023**

File Number: -

Author: Kris Kershaw, Manager Finance

Authoriser: Stephen Fernando, Director Corporate Services

**RECOMMENDATION**

That Council resolve to receive the Investments &amp; Reserves Report, as of 31 October 2023.

**BACKGROUND**

Monthly report on cash and investments balances as of 31 October 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 October 2023.

DETAILS	AUGUST 2023	SEPTEMBER 2023	OCTOBER 2023
Cash Book Balance B/Fwd	\$ 4,283,371	\$ 4,987,861	\$ 1,795,888
Add income for month	\$ 6,697,361	\$ 5,454,489	\$ 7,617,294
Deduct expenditure for month	\$ 6,035,963	\$ 7,931,377	\$ 7,392,836
<b>CASH AVAILABLE</b>	<b>\$ 4,944,769</b>	<b>\$ 2,510,973</b>	<b>\$ 2,020,346</b>
Redeem/(Purchase) Investments	\$ 43,092	-\$ 715,085	\$ 500,000
<b>CASH BOOK BALANCE</b>	<b>\$ 4,987,861</b>	<b>\$ 1,795,888</b>	<b>\$ 2,520,346</b>
Add on-call account	\$ 1,515,235	\$ 2,270,255	\$ 2,278,415
Add investments - Deposits	\$ 46,797,364	\$ 47,512,449	\$ 45,012,449
Add investments - Shares	\$ 2,010	\$ 2,010	\$ 2,010
<b>CASH POSITION</b>	<b>\$ 53,302,470</b>	<b>\$ 51,580,602</b>	<b>\$ 49,813,220</b>
As per Bank Statements	\$ 6,851,704	\$ 2,915,238	\$ 3,874,097

**Reserves by Fund**

Fund	General	Water	Sewer	Waste	Total
August 2023	\$24,420,285	\$9,283,545	\$15,416,649	\$4,181,991	<b>\$53,302,470</b>
September 2023	\$23,633,074	\$8,536,722	\$15,322,836	\$4,087,970	<b>\$51,580,602</b>
October 2023	\$22,322,411	\$8,311,865	\$15,297,960	\$3,880,984	<b>\$49,813,220</b>

**Status of Reserves**

Funds	General	Water	Sewer	Waste	Total
Unrestricted	\$ 2,218,799	\$ 2,728,811	\$ 4,811,696	\$ 327,910	\$ 10,087,216
Internally Restricted	\$ 7,832,848	\$ 2,650,208	\$ 7,176,625	\$ 1,189,257	\$ 18,848,938
Externally Restricted	\$ 12,270,764	\$ 2,932,846	\$ 3,309,639	\$ 2,363,817	\$ 20,877,066
<b>Total</b>	<b>\$ 22,322,411</b>	<b>\$ 8,311,865</b>	<b>\$ 15,297,960</b>	<b>\$ 3,880,984</b>	<b>\$ 49,813,220</b>

**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	\$ 309,576	\$ -	\$ -	\$ -	\$ 309,576
Bushfire Services	\$ 45,278	\$ -	\$ -	\$ -	\$ 45,278
Caravan Parks	\$ 263,373	\$ -	\$ -	\$ -	\$ 263,373
Cemeteries	\$ -	\$ -	\$ -	\$ -	\$ -
Community Services	\$ 499,878	\$ -	\$ -	\$ -	\$ 499,878
Council Contribution - Co Funding	\$ 207,527	\$ -	\$ -	\$ -	\$ 207,527
Economic Development	\$ 42,780	\$ -	\$ -	\$ -	\$ 42,780
Employee Leave Entitlements	\$ 1,109,562	\$ -	\$ -	\$ -	\$ 1,109,562
Financial Assistance Grants	\$ -	\$ -	\$ -	\$ -	\$ -
Heritage Buildings	\$ 18,495	\$ -	\$ -	\$ -	\$ 18,495
Infrastructure Works	\$ 1,247,972	\$ 2,650,208	\$ 7,176,625	\$ -	\$ 11,074,805
Land Management	\$ 134,638	\$ -	\$ -	\$ -	\$ 134,638
Levee Bank	\$ 339,764	\$ -	\$ -	\$ -	\$ 339,764
Moama Lights	\$ -	\$ -	\$ -	\$ -	\$ -
Office Equipment/ IT	\$ 185,000	\$ -	\$ -	\$ -	\$ 185,000
Parks & Recreation	\$ 115,768	\$ -	\$ -	\$ -	\$ 115,768
Plant Fund	\$ 2,202,525	\$ -	\$ -	\$ -	\$ 2,202,525
Public Halls	\$ 35,018	\$ -	\$ -	\$ -	\$ 35,018
Quarries	\$ 289,500	\$ -	\$ -	\$ -	\$ 289,500
Risk Management	\$ 12,500	\$ -	\$ -	\$ -	\$ 12,500
S355 Committees	\$ 350,064	\$ -	\$ -	\$ -	\$ 350,064
Software	\$ 322,485	\$ -	\$ -	\$ -	\$ 322,485
Stormwater	\$ 101,145	\$ -	\$ -	\$ -	\$ 101,145
Waste Management Int	\$ -	\$ -	\$ -	\$ 1,189,257	\$ 1,189,257
	<b>\$ 7,832,848</b>	<b>\$ 2,650,208</b>	<b>\$ 7,176,625</b>	<b>\$ 1,189,257</b>	<b>\$ 18,848,938</b>

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

External Reserves	General Fund	Water Fund	Sewer Fund	Waste Fund	Total
Unspent Grants	\$ 8,345,613.00	\$ -	\$ -	\$ -	\$ 8,345,613.00
Unspent Loan Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Section 64/94	\$ 3,860,864.00	\$ 2,719,165.00	\$ 3,309,639.00	\$ -	\$ 9,889,668.00
Water Purchase	\$ -	\$ 213,681.00	\$ -	\$ -	\$ 213,681.00
Waste Management Ext	\$ -	\$ -	\$ -	\$ 2,363,817.00	\$ 2,363,817.00
Other	\$ 64,287.00	\$ -	\$ -	\$ -	\$ 64,287.00
	<b>\$ 12,270,764</b>	<b>\$ 2,932,846</b>	<b>\$ 3,309,639</b>	<b>\$ 2,363,817</b>	<b>\$ 20,877,066</b>

**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 October 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

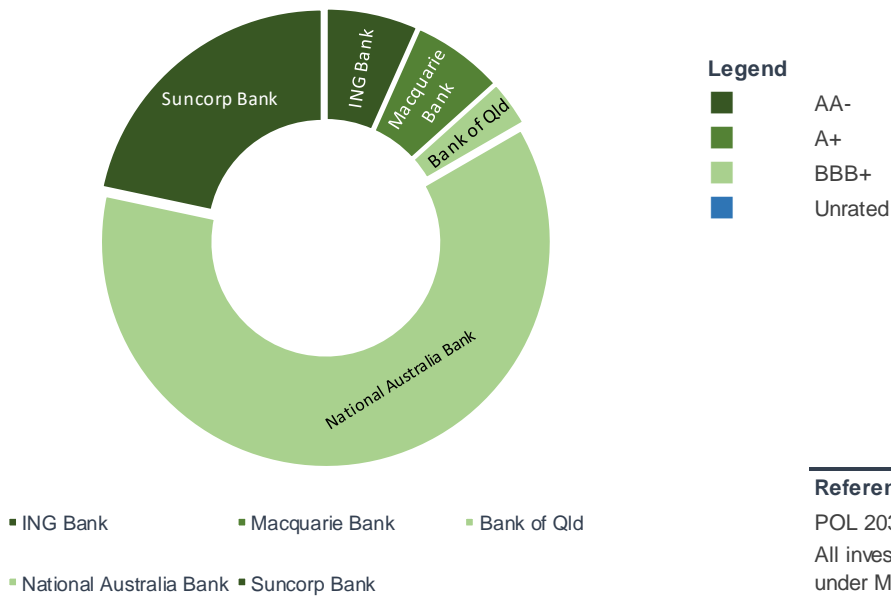
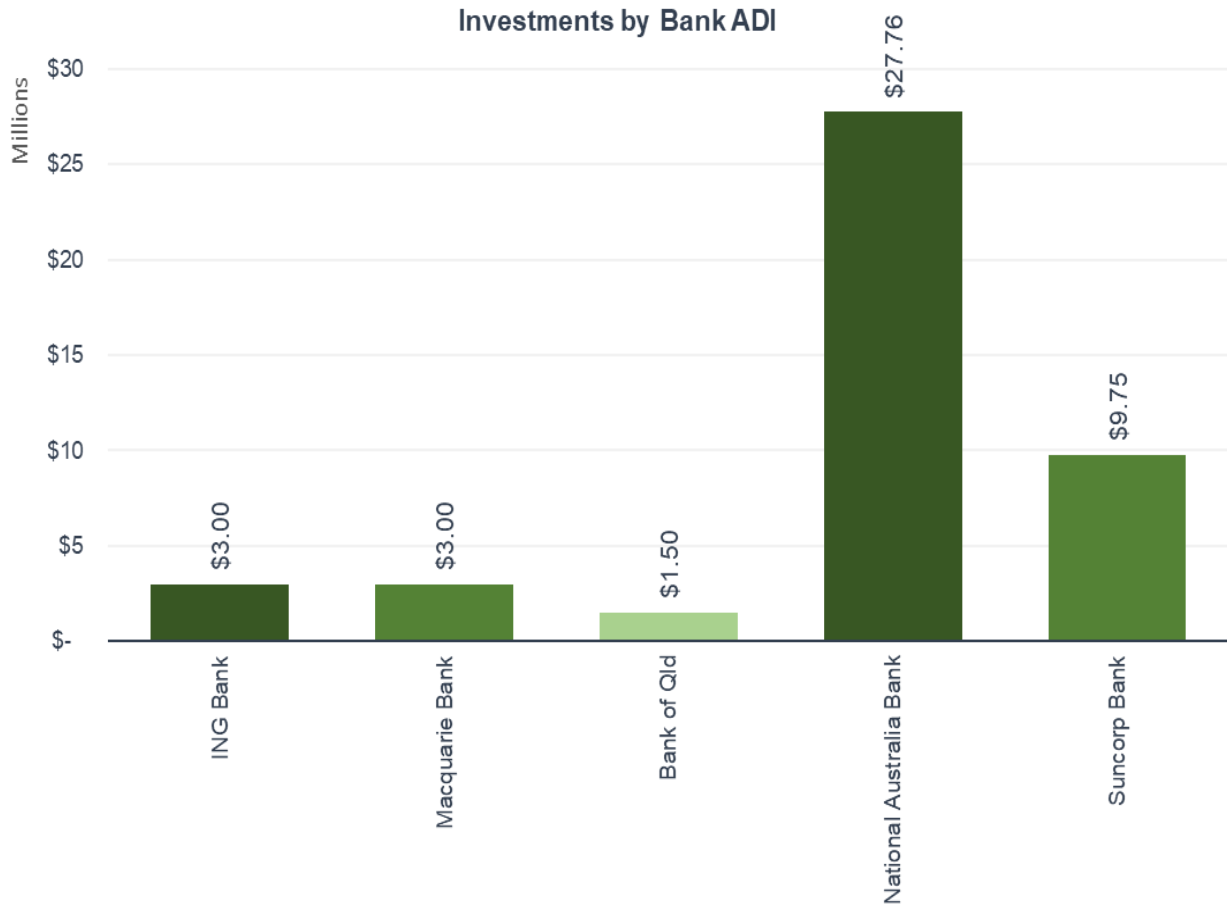
**INVESTMENT REPORT AS ON 31 October 2023**

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 \$45,014,459, together with an analysis thereof are detailed below, including \$45,012,449 in Term Deposits and \$2,010 in other Investments (shares). The detailed list of the investments appears in Annex A.

It needs to be noted that Council currently has 61.68%, or \$27,762,449, invested with National Australia Bank. This is above the 60% allowed under the investment policy for a single AA- or higher institution. This continues to be rectified over the coming months as National Australia Bank term deposits mature.

**Investments by Bank / ADI**

<b>Bank / ADI</b>	<b>Amount</b>	<b>%</b>
ING Bank	\$ 3,000,000	6.66%
Macquarie Bank	\$ 3,000,000	6.66%
Bank of Qld	\$ 1,500,000	3.33%
National Australia Bank	\$ 27,762,449	61.68%
Suncorp Bank	\$ 9,750,000	21.66%
	<b>\$45,012,449</b>	<b>100.00%</b>




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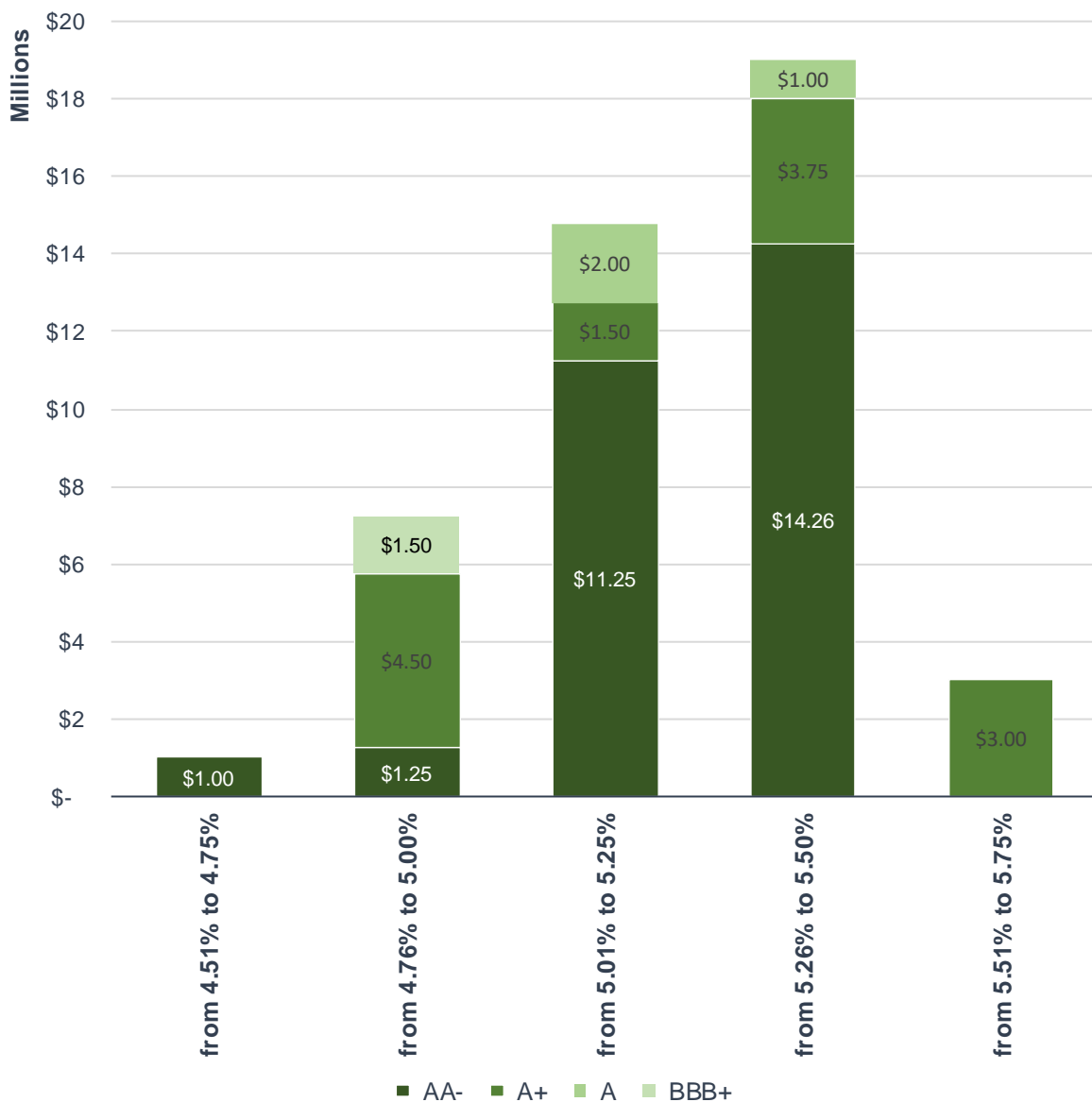
**Reference MRC Policy**  
 POL 203 Investment Policy  
 All investments are governed under MRC POL 203 - Investment Policy

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Investments by Interest Rates / Credit Rating

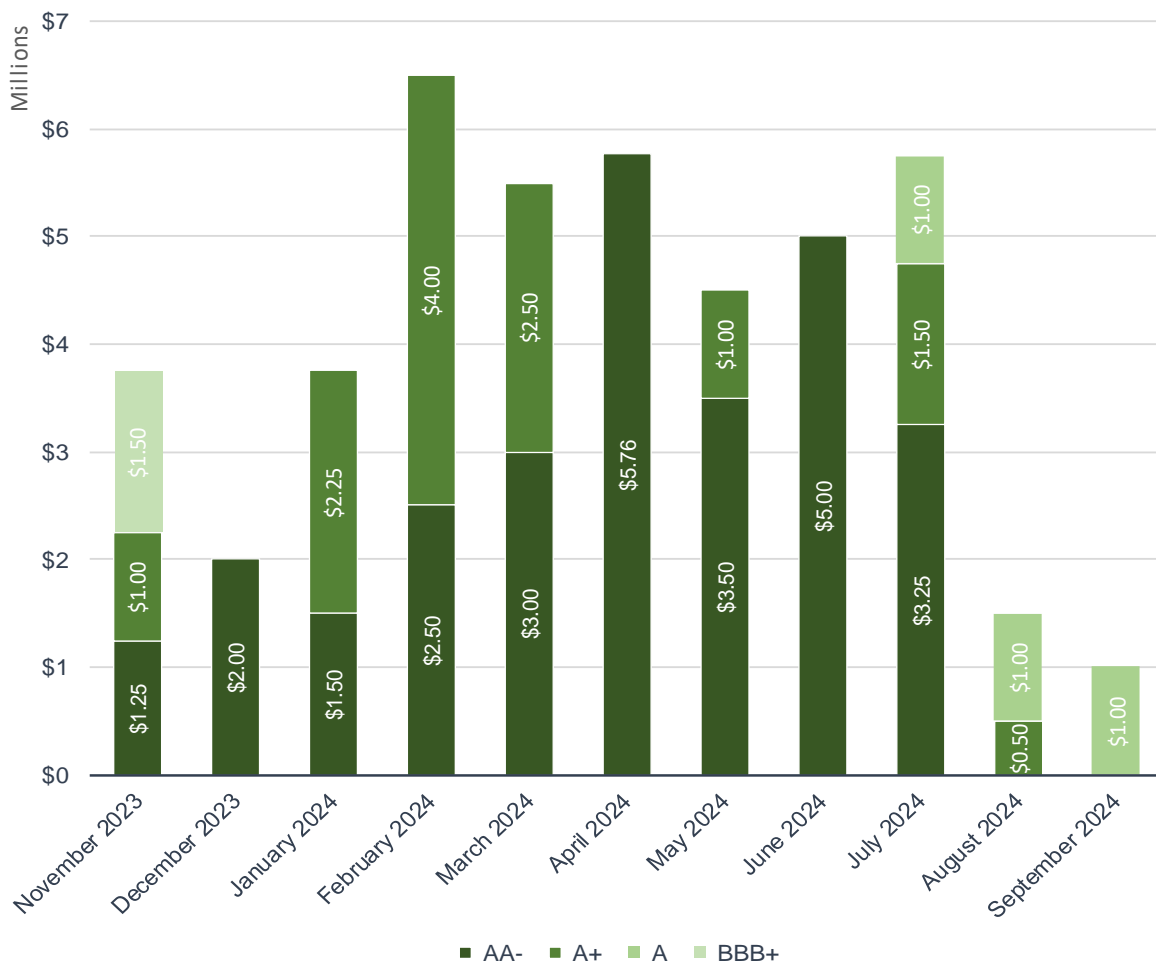
Interest Rates	AA-	A	A+	BBB+	Total
from 4.51% to 4.75%	\$1,000,000				\$1,000,000
from 4.76% to 5.00%	\$1,250,000		\$4,500,000	\$1,500,000	\$7,250,000
from 5.01% to 5.25%	\$11,250,000	\$2,000,000	\$1,500,000		\$14,750,000
from 5.26% to 5.50%	\$14,262,449	\$1,000,000	\$3,750,000		\$19,012,449
from 5.51% to 5.75%			\$3,000,000		\$3,000,000
	<b>\$27,762,449</b>	<b>\$3,000,000</b>	<b>\$12,750,000</b>	<b>\$1,500,000</b>	<b>\$45,012,449</b>



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 Maturity / Credit Rating

Interest Rates	AA-	A	A+	BBB+	Total
November 2023	\$1,250,000		\$1,000,000	\$1,500,000	\$3,750,000
December 2023	\$2,000,000				\$2,000,000
January 2024	\$1,500,000		\$2,250,000		\$3,750,000
February 2024	\$2,500,000		\$4,000,000		\$6,500,000
March 2024	\$3,000,000		\$2,500,000		\$5,500,000
April 2024	\$5,762,449				\$5,762,449
May 2024	\$3,500,000		\$1,000,000		\$4,500,000
June 2024	\$5,000,000				\$5,000,000
July 2024	\$3,250,000	\$1,000,000	\$1,500,000		\$5,750,000
August 2024		\$1,000,000	\$500,000		\$1,500,000
September 2024		\$1,000,000			\$1,000,000
	<b>\$27,762,449</b>	<b>\$3,000,000</b>	<b>\$12,750,000</b>	<b>\$1,500,000</b>	<b>\$45,012,449</b>



Investments in Term Deposits are primarily based on projected interest rate movements as well as our planned cash flow requirements. During recent months, the interest rate has shown a momentum and strategy of investing for a shorter term has been adopted to redeem higher returns which may be available at shorter maturity. There have been instances where stronger 'A' rated banks / ADIs show lesser interest in taking new investments. We have been able to negotiate a good return for our investments with BBB+ banks in those instances, while limiting our exposure to this credit rating class within the provisions of MRC Investment Policy.

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%	62%	\$27,762,449	60%	62%
A+	Macquarie Bank	90%	28%	\$3,000,000	25%	7%
A+	Suncorp Bank			\$9,750,000	25%	22%
A	ING Bank	90%	7%	\$3,000,000	25%	7%
BBB+	Bank of Qld	50%	3%	\$1,500,000	15%	3%
			100%	\$45,012,449		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 7 November 2023, is 4.35%. This has resulted in Council being able to achieve at least 5.00% or above interest rate when placing term deposits during October. 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 October 2023.

### **ATTACHMENTS**

1. **Investment Report October 2023**  

## Murray River Council

Annex 'A'

Investment Details - October 2023

Start Date	Maturity Date	Bank / ADI	Type	Investment	Interest Rate	Term (Days)	Interest Due upon Maturity	S&P Long Term Rating
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-
24/10/2023	14/05/2024	Macquarie	TD	\$ 1,000,000	4.780%	203	\$ 26,585	A+
31/07/2023	21/05/2024	NAB	TD	\$ 1,250,000	5.310%	295	\$ 53,646	AA-
3/08/2023	28/05/2024	NAB	TD	\$ 1,000,000	5.200%	299	\$ 42,597	AA-
3/08/2023	4/06/2024	NAB	TD	\$ 750,000	5.200%	306	\$ 32,696	AA-
9/08/2023	11/06/2024	NAB	TD	\$ 1,000,000	5.200%	307	\$ 43,740	AA-
9/08/2023	18/06/2024	NAB	TD	\$ 1,500,000	5.200%	314	\$ 67,101	AA-
10/08/2023	25/06/2024	NAB	TD	\$ 750,000	5.200%	320	\$ 34,192	AA-
16/08/2023	25/06/2024	NAB	TD	\$ 1,000,000	5.150%	314	\$ 44,304	AA-
23/08/2023	2/07/2024	NAB	TD	\$ 750,000	5.150%	314	\$ 33,232	AA-
23/08/2023	2/07/2024	NAB	TD	\$ 750,000	5.150%	314	\$ 33,232	AA-
30/08/2023	9/07/2024	NAB	TD	\$ 1,000,000	5.150%	314	\$ 44,304	AA-
4/09/2023	16/07/2024	SCORP	TD	\$ 750,000	4.850%	316	\$ 31,492	A+
4/09/2023	16/07/2024	SCORP	TD	\$ 750,000	4.850%	316	\$ 31,492	A+
3/10/2023	23/07/2024	NAB	TD	\$ 750,000	5.200%	294	\$ 31,419	AA-
5/09/2023	30/07/2024	ING	TD	\$ 1,000,000	5.100%	329	\$ 45,970	A
5/09/2023	6/08/2024	ING	TD	\$ 1,000,000	5.100%	336	\$ 46,948	A
19/09/2023	13/08/2024	SCORP	TD	\$ 500,000	5.100%	329	\$ 22,985	A+
28/09/2023	24/09/2024	ING	TD	\$ 1,000,000	5.350%	362	\$ 53,060	A
		SP	Shares	\$ 2,000				
		WAWCU	Shares	\$ 10				
<b>Total</b>				<b>\$ 45,014,459</b>			<b>\$ 1,689,347</b>	

**9.2.9 FINANCIAL REPORT - UNAUDITED FY 2023/24 PERIOD ENDING 31 OCTOBER 2023**

**File Number:** -

**Author:** Kris Kershaw, Manager Finance

**Authoriser:** Stephen Fernando, Director Corporate Services

**RECOMMENDATION**

That Council:

1. Receive the Financial Report, encompassing the Income Statement and Statement of Financial Performance for the period ended 31 October 2023.

**BACKGROUND**

The purpose of this report is to inform Council of the unaudited financial performance and position of Council as of 31 October 2023. The report is provided in addition to the Monthly Operational Report and, with the exception of Council's working capital, 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 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 continue to 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 October 2023:

- The end of month cash and investments balance is \$49.81 million, of which \$2.22 million is unrestricted for the General Fund. 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.
- Council has delivered 28.36% of the year-to-date capital budget excluding commitments for 2022/23, totalling \$9.64 million. Council has a budget allocation of \$33.99 million for the 2023/24 year.
- Council's working capital as of 31 October 2023 is \$11.17 million. This is the difference between current assets minus current liabilities and is an indication of Council's liquidity. This is also known as the unrestricted current ratio. Benchmark for this ratio is 1.5 or greater – As of 31 October 2023, Council's unrestricted current ratio is 3.56.

**Income Statement**Income 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 (\$5.70) million. This is above the overall projected 2024 budgeted net operating result of (\$2.60) million for the period ending October 2023. The reason for the variance is mainly due to the timing of grant funding receivals. In most cases, Council will incur the expenditure and then be reimbursed for the amount. There has been some realignment of grant budgets as part of the 1<sup>st</sup> quarter budget review.

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 October 2023 is provided as an attachment.

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

### Income

- User charges and fees is tracking on budget now, after 30 June 2023 accrued revenue amounts have been reversed in the 2022/23 financial year.
  
- Other revenue is greater than budget due to Moama Lights ticket sales of \$0.2 million. Budget for this event has been spread over the 12 months for 2023/24 year rather than for the month of July 2023.
  
- Grants for operating purposes is tracking lower than budget expectation due to timing of grant funding being received in relation to the Financial Assurances Grant and capital projects funded by grants.

### Expenditure

- Materials and contracts expenditure is tracking lower than budget expectation due to timing of expense payments.
  
- Borrowing costs budget needs to be spread over the 12 months for 2023/24 year rather than for the months of December 2023 and June 2024 – end of month process is to accrue interest expense on loans.
  
- 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.

**Statement of Financial Performance**

The value of resources Council has to service our community. Net Equity at the end of the October 2023 period stood at \$1.03 billion.

Statement of Financial Performance for 31 October 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 have decreased from \$7.27 to \$4.80 million due to Council expenditure for the month of October.
- Investments has decreased to \$45.01 million on account of Council recalling funds on maturity of term deposits to pay for accounts payable.
- Receivables actual of \$8.45 million is lower when compared to the 2022/23 year balance of \$12.55 million as a result of Council raising accounts receivable invoices on 30 June 2023 as part of the 2022/23 financial year preparation, which have been received by Council during July to October. It is also due to the levying of the 2023/24 rates been spread across the twelve (12) months for 2023/24 financial year instead of showing in full in July 2023. A total of \$21.40 million was levied for rates and annual charges for the 2023/24 financial year.

**Liabilities**

- Current payables overall balance has decreased from the 2022/23 year closing balance of \$7.14 million to \$3.35 million to October 2023 as a result of Council paying down its overall accounts payable balance. The accounts payable balance is subject to timing variances as accounts payable is run weekly every Thursday.

**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 to not perform regular review of budgets.

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

Minor - Council ends up with an operating deficit greater than the budget adopted, resulting in financial risks.

- **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 October 2023.

## ATTACHMENTS

1. **Income Statement Report 31 October 2023** [↓](#) 
2. **Statement of Financial Performance Report 31 October 2023** [↓](#) 

## Murray River Council

### Income Statement

for the year ended 30 June 2024  
from period 01 July to 30 September

Unaudited budget and actual figures are allocation up to the month of reporting.

Actual 2023	\$'000	Notes	Original unaudited budget 2024	Actual 2024	% Var Current Bud v Act
<b>Income from continuing operations</b>					
19,096	Rates and annual charges	B2-1	7,015	7,083	101%
9,097	User charges and fees	B2-2	2,590	2,407	93%
1,567	Other revenue	B2-3	274	340	124%
21,270	Grants and contributions provided for operating purposes	B2-4	6,804	2,869	42%
33,698	Grants and contributions provided for capital purposes	B2-4	2,508	1,328	53%
1,599	Interest and investment income	B2-5	599	1,022	171%
287	Other income	B2-6	86	110	128%
	Gain on Sale of Assets	D2-1			
<b>86,614</b>	<b>Total income from continuing operations</b>		<b>19,876</b>	<b>15,159</b>	<b>76%</b>
<b>Expenses from continuing operations</b>					
19,288	Employee benefits and on-costs	B3-1	6,867	6,390	93%
22,817	Materials and services	B3-2	7,036	6,005	85%
382	Borrowing costs	B3-3		17	0%
23,245	Depreciation, amortisation and impairment for non-financial assets	B3-4	8,149	8,148	100%
1,061	Other expenses	B3-5	424	300	71%
4,800	Net losses from the disposal of assets	B4-1			
<b>71,593</b>	<b>Total expenses from continuing operations</b>		<b>22,476</b>	<b>20,860</b>	<b>93%</b>
<b>15,021</b>	<b>Operating result from continuing operations</b>		<b>(2,600)</b>	<b>(5,701)</b>	<b>219%</b>
15,021	Net operating result for the year attributable to Council		(2,600)	(5,701)	219%
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>					
<b>(18,677)</b>			<b>(5,108)</b>	<b>(7,029)</b>	<b>138%</b>

## Murray River Council

## Statement of Financial Position

for the year ended 30 June 2024

from period 01 July to 31 October

\$'000	Notes	Actual 2024	Actual 2023
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	C1-1	4,799	7,266
Investments	C1-2	45,014	49,944
Receivables	C1-4	8,447	12,549
Inventories	C1-5	505	520
Other	C1-11	777	254
<b>Total current assets</b>		<b>59,542</b>	<b>70,533</b>
<b>Non-current assets</b>			
Investments	C1-2	2	2
Receivables	C1-4	483	483
Inventories	C1-5	315	315
Infrastructure, property, plant and equipment	C1-8	982,435	980,865
Intangible Assets	C1-10	10,401	10,402
Investments accounted for using the equity method	D2-2		
<b>Total non-current assets</b>		<b>993,637</b>	<b>992,067</b>
<b>Total assets</b>		<b>1,053,179</b>	<b>1,062,600</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	C3-1	3,351	7,140
Contract liabilities	C3-2	5,309	5,269
Lease liabilities	C2-1	122	184
Borrowings	C3-3	266	476
Employee benefit provisions	C3-4	3,559	3,686
Provisions	C3-5	102	102
<b>Total current liabilities</b>		<b>12,709</b>	<b>16,857</b>
<b>Non-current liabilities</b>			
Lease liabilities	C2-1	354	354
Borrowings	C3-3	2,173	2,173
Employee benefit provisions	C3-4	512	512
Provisions	C3-5	6,612	6,612
<b>Total non-current liabilities</b>		<b>9,652</b>	<b>9,651</b>
<b>Total liabilities</b>		<b>22,360</b>	<b>26,508</b>
<b>Net assets</b>		<b>1,030,819</b>	<b>1,036,092</b>
<b>EQUITY</b>			
Current years surplus/ (deficit)		(5,701)	
Accumulated surplus		746,033	745,736
IPPE revaluation reserve		290,487	290,356
<b>Council equity interest</b>		<b>1,030,819</b>	<b>1,036,092</b>
<b>Total equity</b>		<b>1,030,819</b>	<b>1,036,092</b>



**9.3 DIRECTOR INFRASTRUCTURE REPORT AND SUPPLEMENTARY MATTERS****9.3.1 CENTRAL MURRAY REGIONAL TRANSPORT FORUM**

**File Number:** -  
**Author:** Jack Bond, Director Infrastructure  
**Authoriser:** Terry Dodds, Chief Executive Officer

**RECOMMENDATION**

That Council appoint a Councillor representative to join the Central Murray Regional Transport Forum.

**BACKGROUND**

The Central Murray Regional Transport Forum (CMRTF) is a collection of six cross-border Councils of the far West NSW and Victoria Region. Made up of Murray River, Swan Hill Rural City, Gannawarra Shire, Balranald, Mildura Rural City, Wentworth Shire and Buloke Council's.

This was a very proactive group prior to COVID but had dropped off for a few years. It has now been re-established to revamp the strategy for freight of the region. The technical committee has met twice in the past six months and are now looking to hold our first steering committee which includes one Councillor representative from each Council.

**DISCUSSION**

Refer to Terms of Reference for further information.

**STRATEGIC IMPLICATIONS**

6. Strategic Theme 6: Connected Communities

6.4 - Develop strategies to deliver road and shared pathway infrastructure that is accessible to all - Local road & drainage options.

**BUDGETARY IMPLICATIONS**

Nil additional budget. Murray River Council are already a financial contributing member.

**POLICY IMPLICATIONS**

Nil.

**LEGISLATIVE IMPLICATIONS****RISK ANALYSIS**

- **What can happen?**  
Murray River Council to not supply a Councillor representative.
- **How can it happen?**  
Not applicable
- **What are the consequences of the event happening?**  
We may be the only Council in the region with no representative.

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

Not applicable

- **Adequacy of existing controls?**

Not applicable

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

Not applicable

## CONCLUSION

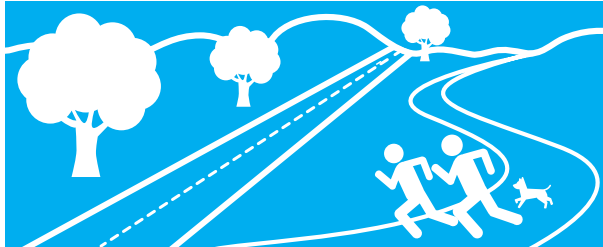
Councillor involvement and direction within the committee will help shape the committee and long term strategic vision for freight in the region.

## ATTACHMENTS

1. **CMRTF Cover Sheet** [↓](#) 
2. **CMRTF Terms of reference** [↓](#) 

**2 STATES  
7 COUNCILS  
1 REGION**

# THE CENTRAL MURRAY REGIONAL TRANSPORT FORUM



## CONNECTED COMMUNITIES

### PRIORITY:

- Continue to invest in major highways to improve safety and efficiency
- Better and safer visitor access to tourism icons and experiences
- Develop tracks and trails to improve community health and grow tourism
- Standardise cross border regulations to improve freight efficiency



## FREIGHT NETWORK

### PRIORITY:

- Continue to invest in the Calder Highway as a major transport corridor between Melbourne and Mildura
- Construct a Mildura Truck Bypass to improve road safety and efficiency
- Complete a Horticulture Supply Chain Study to plan for transport network upgrades
- Support regional growth by investigating a second bridge crossing at Mildura and rail connection from Mildura to the Transcontinental Railway



## CONNECTING TO MARKETS

### PRIORITY:

- Upgrade Murray River crossings at Swan Hill and Tooleybuc to improve connectivity between Victoria and NSW
- Complete the Murray Basin Rail Project to standardise and upgrade the Murray Basin Freight Rail Network
- Define high priority road networks and prioritise upgrades
- Identify and upgrade local road access including bridges and culverts on priority transport routes



## REGIONAL GROWTH

### PRIORITY:

- Increase the frequency of daily return Swan Hill and Echuca passenger train services to five services per day, five days per week
- Complete a North West Passenger Transport Study to improve services
- Promote and invest in local transport options

The Central Murray Regional Transport Forum is an initiative of:



2 STATES  
7 COUNCILS  
1 REGION

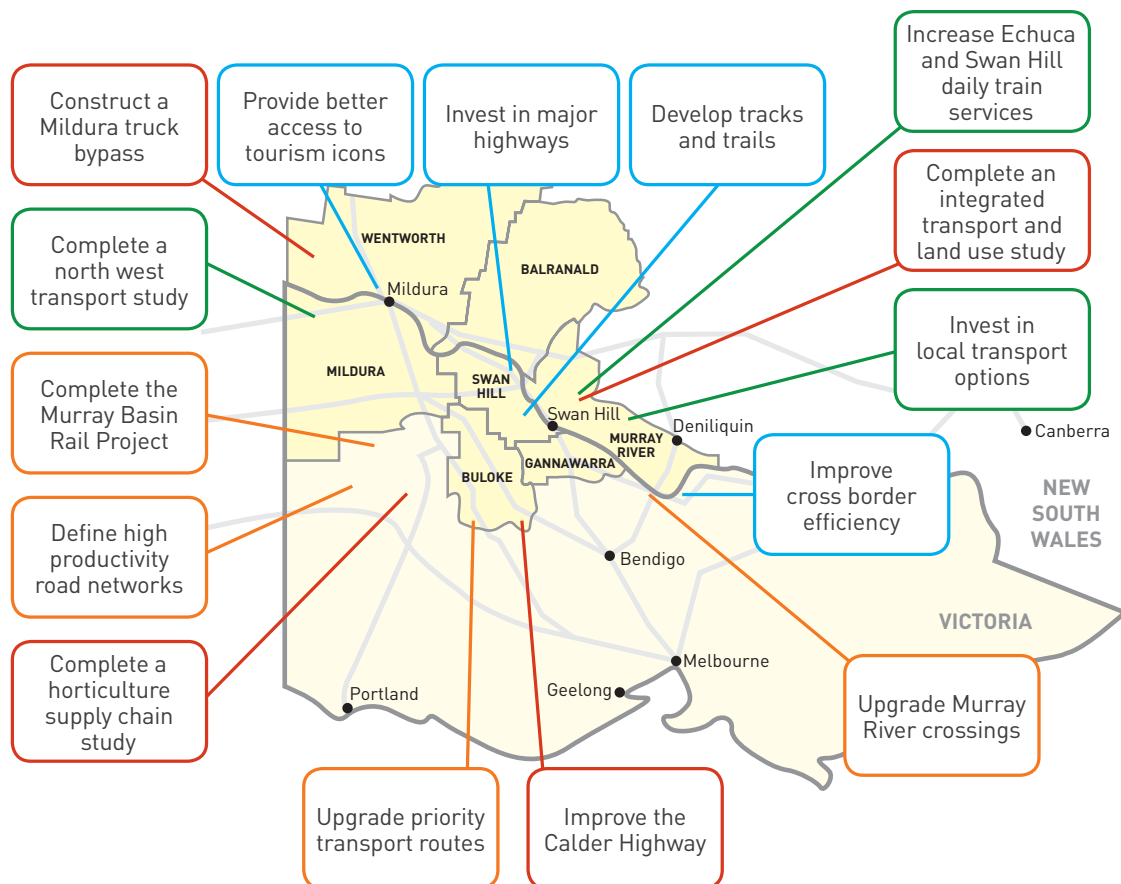
# THE CENTRAL MURRAY REGIONAL TRANSPORT FORUM

## THE CENTRAL MURRAY REGIONAL TRANSPORT FORUM

The Central Murray Regional Transport Forum (CMRTF) was established in 2010 to identify transport needs and challenges of the Sunraysia/Mallee region and advocate for improvement to the region's transport network.

Comprising councillors and senior staff from the shires of Balranald, Buloke, Gannawarra, Murray River and Wentworth, and the rural cities of Swan Hill and Mildura; the CMRTF has developed a Strategy to clarify the region's transport infrastructure needs and better position the region for the next stages of economic growth and social development.

### PRIORITY ACTIONS:



The Central Murray Regional Transport Forum is an initiative of:







# CENTRAL MURRAY REGIONAL TRANSPORT FORUM STEERING & TECHNICAL COMMITTEE

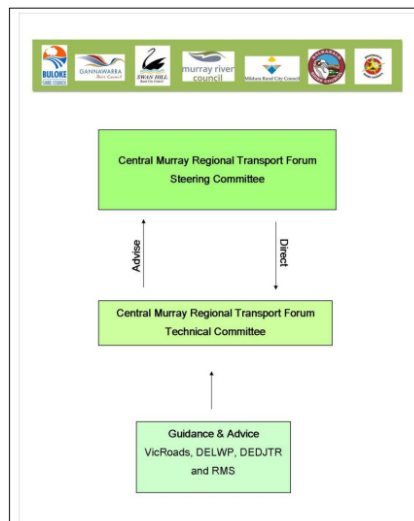
## Terms of Reference

### Background

In 2011 Swan Hill Rural City Council led a consortium of Councils in Northern Victoria and Southern New South Wales to develop a study as a Transport Strategy for the Region.

The development of this study has led to success in the region’s ability to attract funding for transport initiation and projects since its inception.

The structure includes a steering committee and a Technical Committee which will generate evidence-based data to enable all stakeholders the ability to advocate and seek funding opportunities. This will ensure that the region can continue to meet the objectives set out in the strategy. The formal structure is shown below:



### Objectives / Roles

The Central Murray Regional Transport Forum (CMRTF) provides guidelines and direction on behalf of each of the Member Councils in the development of Regionally focused strategies, policies and priority projects to ensure the future sustainability of and growth for all sectors of their communities.

## Terms of Reference

- Represent member Councils taking a regional overview to guide.
- Develop a meaningful and current regional strategy.
- Advise and update their Councils of any actions outcomes from identified projects.
- Member Councils will actively participate and provide information, guidance and technical expertise in the development of strategies and work papers.
- Consult with the wider regional community as required.
- Advocate with all levels of Government to support regional priority projects.
- Actively pursue funding to support identified priority projects.

## Membership & other members

Member Councils are:

- Swan Hill Rural City Council
- Murray River Council
- Mildura Rural City Council
- Gannawarra Shire Council
- Buloke Shire Council.
- Balranald Shire Council

### Technical Committee

The CMRTF technical committee consists of one voting member from each Council.

### Steering Committee

The CMRTF steering committee consists of Councillor representatives from each participating Council and members of the technical committee. At these meetings, each Council still only has one voting right.

### Other members

The CMRTF will also have members with no voting rights. This membership will be made up of representatives from each of the following organisations.

VicRoads, Department of Economic Development, Jobs, Transport and Resources, Department of Environment, Land, Water & Planning, Regional Development Victoria, Roads & Maritime Services, Cross Border Commissioner, GrainCorp.

Their role is to provide guidance, information and support on projects that are being developed across the region and at the State and Federal level.

Occasionally guests will be invited to attend meetings. They may provide industry updates, guidance and advice.

Other members, including other officers of Council staff, may suggest motions and take part in discussions or debates. They will not have the ability to move a motion or vote on any item.

### Support officer

A support officer will be nominated to attend all meetings. Their role will be to:

- Assist in the development of agendas.
- Recording of discussion and action items from the meeting.
- Assist in the development of reports and letters on behalf of the group.
- Distribute agendas and meeting minutes.
- Monitor actions.
- Arrange meeting dates and locations on a rotational basis.

## Members responsibilities

In order to fulfill the committee's objectives, members are expected to:

- Attend and actively participate in organised Advisory Steering Committee meetings.
- Respond to requests from the Swan Hill Rural City Council for feedback on issues.
- Maintain confidentiality.

## Meeting frequency

Unless otherwise stated, technical committee meetings will be held at a minimum of 3 times per year (including online). Additional meetings can be called when required.

The steering committee will be held a minimum of once per year or as required.

## Quorum

In order for a Quorum to make decisions a minimum representation from at least 4 Councils must be present. At a combined steering and technical committee meeting, each Council still only has one vote.

## Conflict of Interest

In accordance with Section 79 of the Local Government Act 1989 as amended (the Act), members of the Committee are required to disclose all Conflicts of Interest and may not be eligible to vote on a matter or attend a meeting at which the subject of the conflict will be considered, depending on the nature of the conflict.

## Business between meetings

The Chair may write and sign letters between meetings on behalf of the group. These letters will be tabled at the next Steering Committee meeting for their information.

## Membership fees

All member Councils will contribute by way of a yearly membership fee to be determined by the Steering Committee. A Tax Invoice will be sent to member Councils at the end of the financial year. A nominated Council will hold monies in Trust for CMRTF and a report will be tabled at each meeting.

## Review, Amendment, Modification or Variation

These Terms of Reference may be amended, varied or modified in writing after consultation and agreement by the Council and the Committee.

## 9.4 DIRECTOR PLANNING AND ENVIRONMENT REPORT AND SUPPLEMENTARY MATTERS

### 9.4.1 BUDGET VARIATION REQUEST - HORSESHOE LAGOON BALUSTRADE COMPLIANCE

**File Number:** -

**Author:** Matthew Sherman, Project Manager Meninya Street Precinct Project

**Authoriser:** Rod Croft, Director Planning & Environment

#### RECOMMENDATION

That Council approve the Officers recommendation to reallocate \$80,000 of internal budget to resolve compliance issues identified in relation to the balustrading, repairs to the access stairs and supporting beams on the Moama Wharf.

#### BACKGROUND

Murray River Council (Council) allocated \$80,000.00 for the purpose of completing investigation and design for a new soundshell structure in Moama, NSW. This project recently commenced with asset managers and economic development departments identifying that a redesign of this facility is not recommended until the future use of the facility becomes more known.

It has also been identified that Moama Wharf requires immediate rectification works to resolve balustrade issues identified by Wright Engineering Consultants (WCE) in June 2023 (see attachment 1). Compliance issues include existing balustrade and stairs failing to meet current building standard requirements. Council has previously implemented temporary measures to allow that facility to remain open to the public, although due to the identified compliance issues, it's important that Council implement a permanent fix.

#### DISCUSSION

The Officers recommendation is to reallocate \$80,000.00 of internal funding originally allocated for the redesign of the Moama Soundshell, to the Moama Wharf for the purpose of resolving identified compliance issues. Based on recommendations of the WCE report on the Moama Wharf and Horseshoe Lagoon Footbridges, it was identified that approximately \$60,000.00 would be required to implement a medium term (1-5 year) fix for the wharf in order to rectify balustrades, stairs and supporting beams excluding design and quality assurance. Design fee proposal have been received totalling \$11,900, plus a contingency amount equating to approx. \$80,000.00.

If approved, the scope of works for design and construction will include undertaking the following:

- Onsite inspection and confirmation of required works
- Complete detailed design process and supply required documentation and specifications for construction
- Implement medium term solution of structural bracing, stair replacement, and balustrade replacement with 1200mm height handrail/balustrading.
- Quality management, SWMS, traffic/pedestrian management, site establishment, completion of works and demobilisation.
- Final inspection and confirmation of compliance and remediation of previously identified defects.

Due to the timeline constraints associated with Moama Lights in 2024, it is important that this work be undertaken as a matter of priority. If no critical deadline was evident, then Council could have considered applying for relevant grant funding, although this is not the case.

### 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

Internal reallocation of budget totalling \$80,000.00 from the budget allocation 2023/2024 for the redesign of the Moama Sound Shell.

### POLICY IMPLICATIONS

Nil.

### LEGISLATIVE IMPLICATIONS

### RISK ANALYSIS

- **What can happen?**

Compliance risk as identified in attached report if left unresolved opens Council up to additional risk and may need to consider closing the site to the public, which could impact the 2024 Moama Lights event.

- **How can it happen?**

Failure to remedy identified risks leaves Council liable as it is aware of issues and has not undertaken mitigation measures.

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

Legal liability to Council as a result of known compliance issue. Personal injury associated with non-compliant balustrade height resulting in a fall risk.

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

Possible.

- **Adequacy of existing controls?**

Adequate.

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

Option 1 – Implement medium term resolution as identified in WCE Report for estimate of \$60,000.00 plus design costs and contingency totalling \$80,000 (**preferred solution**)

Option 2 – temporary fencing permanently installed onsite (least preferred due to impact on amenities and physical appearance) (not preferred)

Option 3 – implement in house engineering solution for full scale upgrade to replace beams, deck and balustrade for an estimate of \$480,000.00 (not preferred).

### CONCLUSION

The Moama Wharf is a key asset to the public that receives high annual visitation numbers; therefore, it is important that the identified compliance issues be resolved in a method that achieves value for money. The officer's recommendation to reallocate internal funding will allow for a prompt design and construction process to resolve issues identified prior to Moama Lights in 2024.

**ATTACHMENTS**

1. WCE - Horseshoe Lagoon Wharf and Walkway Audit (under separate cover) 

**9.4.2 PLANNING PROPOSAL TO CHANGE ZONING FROM R5 LARGE LOT TO RU5 VILLAGE AND VARY THE MIMIMUM LOT SIZE FROM 4,000M2 TO 450M2 AT LOT 611 DP 611 IN DP 806704, 6 CLIFTON STREET MATHOURA NSW 2710**

**File Number:** -

**Author:** Kellie Richmond, Administration Officer

**Authoriser:** Rod Croft, Director Planning & Environment

**RECOMMENDATION**

That:

1. Council endorse the Planning Proposal prepared by Habitat Planning Pty to change zoning from R5 large lot to RU5 Village and vary the minimum lots size from 4000m2 to 450m2 for Lot 611 in DP806704 located at 6 Clifton Street, Mathoura NSW 2710.
2. The Planning Proposal be sent to NSW Department of Planning and Environment (DPE) for a 'Gateway Determination' in accordance with Section 3.34 of the Environmental Planning and Assessment Act 1979.
3. Council's staff complete all actions, as outlined in the Gateway Determination and send the Planning Proposal to the NSW Parliamentary Counsel's Office (PCO) requesting Parliamentary Counsel's Opinion and drafting of a new/amended Murray Local Environmental Plan (LEP).
4. Council note if objections are received via the public exhibition process, a further report will come back to council for consideration.

**BACKGROUND**

Council is in receipt of a Planning Proposal prepared by Habitat Planning Pty Ltd on behalf of the landowners, over land formally described as Lot 611 in DP806704 located at 6 Clifton Street, Mathoura NSW 2710 (the site). The Planning Proposal seeks to vary the Murray Local Environmental Plan 2011 (LEP) provisions to change the zoning of the site on the Land Zoning Map from R5 Large Lot Residential to RU5 Village zone and to override the minimum lot size on the Lot Size Map from 4000m2 to 450m2. In support of the Planning Proposal, the Applicants have provided the following supporting documentation:

- Consistency with Riverina-Murray Regional Plan 2041 documentation;
- Consistency with State Environmental Planning Policies documentation; and
- Consistency with Section 9.1 Ministerial Directions documentation.

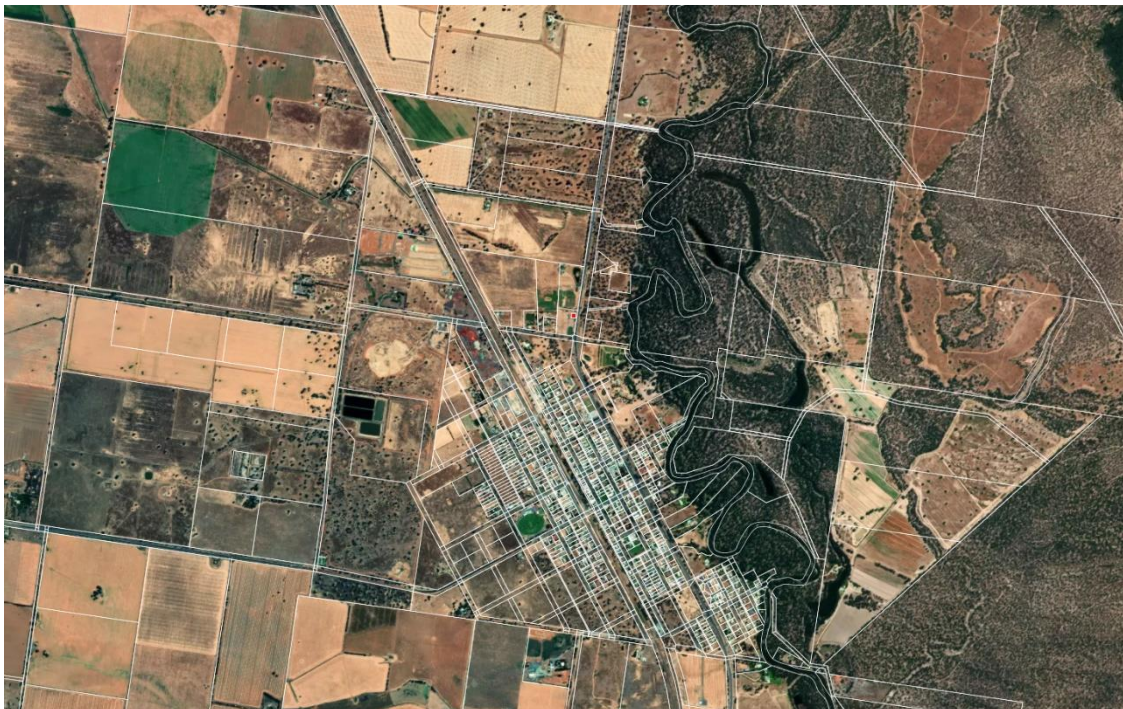
**SITE CHARACTERISTICS**

The site in this matter is land formally described as Lot 611 in DP806704 and can be located at 6 Clifton Street, Mathoura NSW 2710. It is comprised of a single allotment, regular in shape and features a corner lot reconfiguration. In total, the site is 2.05 hectares with principal road frontage to

Clifton Street (105.49) and secondary road frontage to Cobb Highway (155.01m). Vegetation comprised of trees is dispersed in a random cluster along the primary and secondary road frontage whilst the majority of the site is clear of vegetation. Pursuant to the NSW Planning Portal Spatial Viewer, the existing vegetation on site is not mapped as containing biodiversity values. **Figures 1 and 2** provide an aerial view of the subject site.



**Figure 1: Aerial Photograph Extract and Subject**

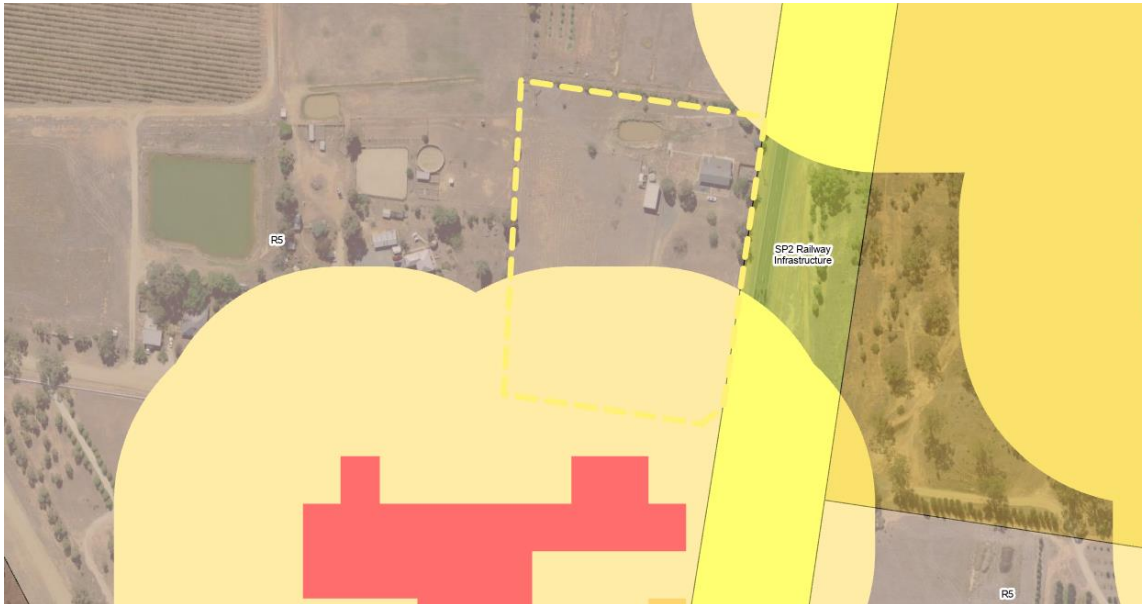


**Figure 2: Aerial Photograph Extract and Subject Depiction**



There is an opportunity for the site to be connected to Council’s reticulated water infrastructure which can be located along the Clifton Road frontage at the cost of the developer. Further, there are also opportunities for the site to be connected to electricity and telecommunications infrastructure which can be located along the east side property boundary.

The site is not covered in entirety by the Urban Release Area Map. Mapped bushfire-prone land (Vegetation Buffer) impacts the front portions of the site as depicted in **Figure 3**. However, the site is not directly linked with hazardous vegetation.



**Figure 3 – Bushfire Prone Land mapping coverage**

Pursuant to the *Murray Local Environmental Plan 2011*, the subject site is zoned RU5 Village. **Figure 4** provides an extract from the Planning Portal Spatial Viewer to overview the zoning of the site and immediate surrounding areas. Whilst **Figure 5** provides an extract to depict the minimum lot size for the site and immediate surrounding development.



**Figure 4: Zoning Map Extract (Planning Portal Spatial Viewer, 2023)**



Figure 5: Surrounding minimum lot sizes

**PROPOSED DEVELOPMENT**

The Planning Proposal seeks to amend the *Murray Local Environmental Plan 2011* to rezone the existing site addressed as 6 Clifton Street, Mathoura NSW 2710 from R5 Large Lot Residential to RU5 Village zone. Subsequently, the proposal also seeks to vary the Lot Size Map to override the minimum lot size applicable to the Site from 4000m<sup>2</sup> to 450m<sup>2</sup>. **Figures 4** and **5** provide an extract of the Applicant's proposed plans to illustrate the potential Land Rezoning and the Minimum Lot Size maps.

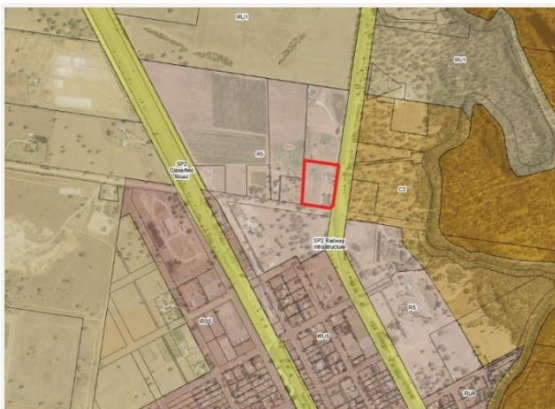


Figure 3 – Existing Land Zoning Map



Figure 4 – Proposed Land Zoning Map

Figure 4: Existing Land Zoning and Proposed Land Zoning Map

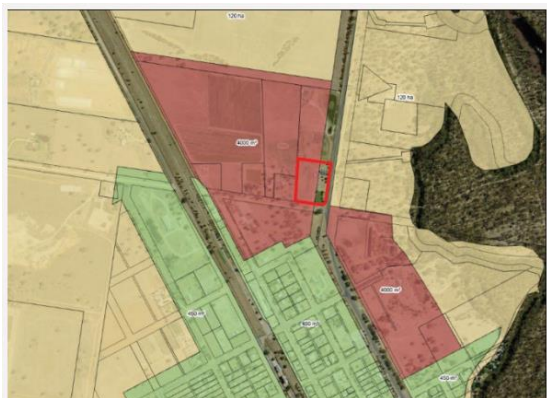


Figure 5 – Existing Minimum Lot Size Map

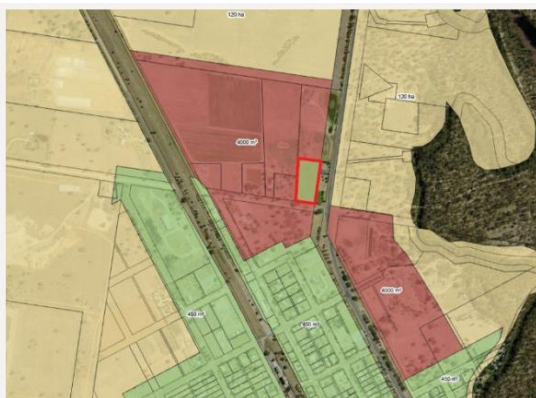


Figure 6 – Proposed Minimum Lot Size Map

Figure 5: Existing Minimum Lot Size and Proposed Minimum Lot Size Map

**DISCUSSION**

The Planning Proposal to change the current land zone and minimum size is to be reviewed against the following planning instruments applying to the site and development:

- Riverina Murray Regional Plan 2041
- Murray River Council Local Strategic Planning Statement 2020 – 2040
- Murray River Council Local Housing Strategy 2023-2041

**Riverina Murray Regional Plan 2041**

The *Riverina Murray Regional Plan 2041* provides a 20-year strategic planning framework to guide decision-making and development in the Riverina Murray region. It provides eighteen (18) objectives to achieve the strategic vision for the region. The proposal is to be reviewed against the relevant provisions of the Regional Plan.

**Table 3: Assessment Against Riverina Murray Regional Plan 2041**

CONSISTENCY WITH RIVERINA-MURRAY REGIONAL PLAN 2041	
Objectives and Actions	Assessment Response
Part 1 – Environment	
<i>Objective 1 – Protect, connect and enhance biodiversity throughout the region.</i>	As per the Biodiversity Values Map and Threshold Tool, the site is not mapped as containing biodiversity values and is predominantly clear of vegetation. It is considered that future development of the site would not undermine biodiversity values and compliance with objective 1 and the actions therein are achieved.
<i>Objective 2 – Manage development impacts within riverine environments</i>	The site is also setback from mapped riverine environments or wetlands and is not identified as flood-prone land based on the state mapping tool. As such, the proposal complies with objective 2 and its actions.
<i>Objective 3 – Increase natural hazard resilience</i>	As per the State mapping tools, the site is not identified as containing flood or bushfire hazards (contained in a buffer area only) and the future development of the site is for residential use. Therefore, there is an opportunity to increase natural hazard resilience as part of the detailed planning stage. The proposal

	complies with Objective 3 and Part 1 of the Regional Plan in its entirety.
<b>Part 2 – Communities and places</b>	
<i>Objective 4 – Support Aboriginal aspirations through land use planning.</i>	Following a review of the Aboriginal Heritage Information Management System (AHIMS), known Aboriginal sites or places are not recorded in or near the above location within a 200m radius. Therefore, the proposal is consistent with Objective 4.
<i>Objective 5 – Ensure housing supply, diversity, affordability and resilience.</i>	The Planning Proposal Application seeks to override the current LEP controls to rezone the land and reduce minimum lot requirements from 4000m2 to 450m2 which will therefore contribute to housing supply, diversity and possibly affordability and resilience by a higher housing density. As such, the proposal complies with Objective 5.
<i>Objective 6 – Support housing in regional cities and their sub-regions</i>	As mentioned above, the proposal is considered to support the housing supply in the area. As such, the proposal complies with Objective 6.
<i>Objective 7 – Provide for appropriate rural residential development.</i>	Not applicable in this regard, the proposal does not relate to rural zoned land.
<i>Objective 8 – Provide for short-term accommodation</i>	Not applicable, the proposal seeks to rezone the land for residential use.
<i>Objective 9 - Plan for resilient places that respect local character.</i>	Whilst the intensification of the site is likely to detract from the existing large residential lot character of the existing site by virtue of the amendments proposed. The potency of the impacts is not considered to undermine the character of the locality. Further, the site is currently adjacent to RU5-zoned land and there is an opportunity to integrate activation strategies with planning and to connect with waterfront walks and trails. Subsequently, the proposal complies with Objective 9.
<i>Objective 10 – Improve connections between Murray River communities</i>	Objective 10 has been met by the proposal. The proposal maintains the existing connections provided by Clifton Street and access off Cobb Highway can be restricted for residential lots given the order of the road network.
<i>Objective 11 – Plan for integrated and resilient utility infrastructure</i>	The Applicant is to demonstrate adequate capacity for reticulated water, stormwater and sewer infrastructure as part of the detailed planning stage. As such, the proposal is deemed to comply with Objective 11 and Part 2.
<b>Part 3 – Economy</b>	
<i>Objective 12 – Strategically plan for rural industries</i>	Not applicable in this regard, the proposal does not relate to rural industries.
<i>Objective 13 - Support the transition to net zero by 2050</i>	There is an opportunity to embed sustainability design principles in the final development through planning and construction practices. As such, the proposal complies with Objective 13.
<i>Objective 14 – Protecting and promoting industrial and manufacturing land</i>	Not applicable in this regard, the proposal does not relate to industrial or manufacturing land.
<i>Objective 15 – Support the economic vitality of CBDs and main streets</i>	Not applicable in this regard, the proposal is not contained within a CBD or main street setting.
<i>Objective 16 – Support the visitor economy</i>	The supply of residential-zoned land is considered to have a positive effect on the visitor economy by reducing the demand for housing within the locality. Therefore, the proposal complies with Objective 16.
<i>Objective 17 – Strategically plan for health and education precincts</i>	Not applicable in this regard, the proposal does not relate to health and education precincts
<i>Objective 18 – Integrate transport and land use planning</i>	there is an opportunity to integrate transport and land use planning to avoid direct access from Cobb Highway if required.

### Murray River Council Local Strategic Planning Statement 2020 - 2040

The *Murray River Council Local Strategic Planning Statement 2020 – 2040* (LSPS) sets out the 20-year vision for land use planning in Murray River Council. It outlines how the Council

will manage growth and change to maintain the high levels of environmental amenity, liveability and landscape quality that characterise the local government area (LGA). The proposal is to be reviewed against the applicable planning priorities identified within the LSPS.

Theme 1 of the LSPS relates to a robust, growing, and innovative economy. It is noted that the subject site is zoned R5 Large Lot Residential, and the existing use is for a dwelling house with an ancillary structure. Subsequently, the proposal is not considered to undermine the region's economic development potential or the viability of prime productive agricultural land considering the scale of the development and it does not propose a conflicting land use. As such, the proposal is consistent with Theme 1 of the LSPS.

Theme 2 envisions liveable communities with social capital. The planning proposal seeks to vary the current LEP controls and reduce the minimum lot size to increase the net density and lot yield. Additionally, the Applicant would be required to undertake an infrastructure servicing assessment to ensure that future water and sewer infrastructure aligns with future growth and reflects the planned housing strategy. Subsequently, the development complies with Planning Priorities 4 and 6 and Theme 2 of the LSPS.

Theme 3 pertains to the environment, heritage, and climate change. As identified above, the site is not mapped as containing biodiversity values and is clear of remnant vegetation. Further, the site is not mapped as containing aboriginal sites or places within a 200m radius as per the AHIMS. As per the Portal Spatial Viewer, the site is not mapped as containing flood hazards but is partially within a bushfire buffer area. It is considered that future development proposals can incorporate sustainable development principles. Overall, the proposal is deemed to comply with Planning Priorities 7, 8 and 9 and Theme 3 in its entirety.

### **Murray River Council Local Housing Strategy 2023-2041**

The Murray River Council Local Housing Strategy (LHS) provides a guide for future growth and development of the LGA. It is noted that the LHS is currently in draft form and pending final endorsement following the public exhibition process. There are 10 key

challenges that are identified in the LHS and provide a lens for the Implementation Plan Framework. The key challenges are summarised as follows:

1. *Ensure adequate land supply in the right locations and the right time;*
2. *Promote housing diversity and affordability;*
3. *Reinforce commercial centres;*
4. *Protect settlement character;*
5. *Conserve primary industry land;*
6. *Conserve environmental assets;*
7. *Ensure development is sustainable;*
8. *Maintain efficient services;*
9. *Consolidate urban centres; and*
10. *Avoid natural hazards.*

As demonstrated above, the proposal is considered to ensure adequate land supply in the right locations and at the right time and promote housing diversity and affordability. By proposing to develop a site proximate to the Mathoura township, utility infrastructure and with access to key transport nodes. Similarly, the development proposes small lots that vary from the immediate surroundings which therefore contribute to providing for housing diversity and ultimately affordability. Settlement character is retained by the proposal given its consistency with the settlement patterns observed south of the premises. Further, there is an opportunity to incorporate sustainable development practices in the development as part of detailed planning and construction. The applicant is to demonstrate efficient services and capacity in subsequent applications. Overall, the proposal is deemed to comply with the 10 key challenges.

Part 2 of the LHS relates to The Right Place and the Right Time and seeks to implement the 10 key challenges at the local levels. In this regard, the subject site is identified as suitable for RU5 – Consider smaller lots, e.g., 450m<sup>2</sup> in the LHS.

Further, Part 2 of the LHS implementation Plan provides Place-Based Initiatives at the local levels. **Table 4** provides a review of the planning proposal against the Place-Based Initiatives for the Mathoura Locality.

**Table 4: Place-Based Initiatives Review**

PLACE-BASED INITIATIVES – MATHOURA		
Initiatives	Methods	Assessment Response
<p><i>Introduce a place-based plan to guide local works and services including water and sewer upgrades and to understand and characterise the community.</i></p>	<p><i>Undertake a community-based engagement process.</i></p>	<p>Future planning proposal over the site is to consider local works and services including water and sewer upgrades and to understand and characterise the community.</p>
<p><i>Assess the degree to which the town is flood-affected</i></p>	<p><i>Review whether a general catchment model combined with local anecdotal information can improve the understanding of flooding and whether consideration needs to be given to a levee.</i></p>	<p>Not applicable in this regard, the site is not flood-affected following a review of the state mapping tool.</p>
<p><i>Work to ensure that there is support for the commercial/business/retail sector of the township to support residential investment</i></p>	<p><i>Introduce the operators to any potential areas of advice or assistance that might assist them.</i></p> <p><i>Consider a main street place plan to determine if beautification of the street is warranted</i></p>	<p>Not applicable in this regard, the proposal relates to a residential development.</p>
<ul style="list-style-type: none"> <li>• <i>As per figure 2-7 above, consider rezonings to facilitate a variety of housing products. This includes 6 Clifton Street which could be rezoned to RU5 with a minimum lot size of 450m<sup>2</sup> to facilitate multi dwelling housing (affordable housing).</i></li> <li>• <i>Land to the south of Clifton Street should also be included for continuity.</i></li> <li>• <i>Land on Jones Street could be considered for R5, and there may be a case for alteration to the Minimum Lot Size for part of Lot 2 in DP717676 on Moama Street.</i></li> </ul>	<p><i>Review proposals to identify potential issues, and work with landholders to undertake the necessary work to support any rezonings.</i></p>	<p>As per the LHS, the proposal is to rezone 6 Clifton Street to RU5 with a minimum lot size of 450m<sup>2</sup> to facilitate multiple dwelling housing (affordable housing).</p>

• <i>Affordable housing</i>	<i>Promote the village as a place of affordable housing.</i>	As demonstrated above, the proposal is considered to contribute to promoting housing affordability.
• <i>Urban Growth Boundary</i>	<i>Consider the establishment of an urban growth boundary, should there be uptake of any of the rezoned areas.</i>	The Site can be included in any future urban growth boundary for Mathoura if adopted by Council.

As demonstrated above, the Planning Proposal is deemed to comply with Part 2 of the Murray River Council Local Housing Strategy.

### STRATEGIC IMPLICATIONS

3. Strategic Theme 3: A place of Liveable Communities

3.11 - Strategic planning which produces consistent, strategic, transparent outcomes - Town Planning / Land Use Strategies

### BUDGETARY IMPLICATIONS

Council funding is not required to be allocated to deliver the outcomes of this proposal.

### POLICY IMPLICATIONS

The Planning Proposal is not considered to trigger policy implications by virtue of the development proposed.

### LEGISLATIVE IMPLICATIONS

To facilitate the implementation of the Planning Proposal to vary the LEP provisions to change the zoning of the site and to override the minimum lot requirements, an amendment is required to be made by the local plan-making authority under the *Environmental Planning and Assessment Act 1979*. Additional legislative implications are not envisioned for the Planning Proposal over the site.

### RISK ANALYSIS

- **What can happen?**

- The release of additional residential land at a 450m<sup>2</sup> density within Mathoura is delayed.

- **How can it happen?**

Council does not resolve to support the Planning Proposal at this time.

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

- The proposed 450m<sup>2</sup> density in this area will be considered as part of the Murray River Council Housing Strategy based on existing strategic merit.

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

- Low
- **Adequacy of existing controls?**

The Planning Proposal is considered the best means of achieving the Proposal as the current minimum lot size prohibits intensification to the proposed density.
- **Treatment options to mitigate the risk?**

Support the Planning Proposal and resolutions of this report.

## CONCLUSION

In reviewing the Planning Proposal against the local planning context, the existing site conditions, and the strategic merits applicable to the premises and proposal (See attached scoping report for statutory assessment). It is considered that there are sufficient grounds to endorse the Planning Proposal application to enable a Gateway Determination by the Department of Planning and Environment (DPE) for the proposal to amend the Land Zoning Map and to amend the Minimum Lot Size Map from 4000m<sup>2</sup> to 450m<sup>2</sup>.

The lot is not constrained by any factors which would limit the future development of the site. There is an opportunity for the site to connect to reticulated infrastructure subject to the findings of a preliminary service investigation at the cost of the developer.

Whilst the proposal results in changes to the site, zoning and reductions in minimum lot sizes, the variations proposed are not considered to introduce new impacts with potency that detract from the existing built form of the locality. The proposed minimum lot size reduction is considered to present a suitable intensification of residential lot density in an established housing area within Mathoura.

The Proposal aligns with existing strategic outcomes of the Murray Shire Strategic Land Use Plan, the Murray River Council Local Housing Strategy and is consistent with all overarching local and regional strategic plans, guidelines, and assessment criteria.

## ATTACHMENTS

1. 1. **Scoping Report Review** 



## 9.5 DIRECTOR COMMUNITY AND ECONOMIC DEVELOPMENT REPORT AND SUPPLEMENTARY MATTERS

### 9.5.1 DRAFT ECONOMIC DEVELOPMENT & TOURISM STRATEGY 2023-2028

**File Number:** -

**Author:** Sarah Ryan, Director Community and Economic Development

**Authoriser:** Terry Dodds, Chief Executive Officer

#### RECOMMENDATION

That Council:

1. Endorse the Draft Murray River Council Economic Development and Tourism Strategy for public exhibition for the 28 day period noting that a further report will be brought back to Council to present the outcomes of the public exhibition process.

Or

2. Not endorse the Draft Murray River Council Economic Development and Tourism Strategy due to financial constraints in implementing the actions outlined in the draft (see discussion below).

#### BACKGROUND

Council officers commenced the development of the Draft Murray River Council Economic Development and Tourism Strategy ("Draft Strategy") in 2022. Priorities for Council Officers shifted due to the October 2022 flood event and as a result progress of the development of the strategy was delayed. In February 2023, Lucid Economics were appointed to assist with progressing the development of the strategy.

The Draft Strategy has been developed to support local industry and further position Murray River Council as a thriving, diverse and premier destination for businesses and visitors alike.

The Draft Strategy provides an overview of Council's role in economic development and its contribution to the economic wellbeing and liveability of the Murray River Council region.

It is noted that while this strategy is developed for the next ten years, the action plan that forms part of this strategy is a 12-month delivery plan with the balance of the period considering the aspirational concepts across the main pillars of economic development, tourism and investment attraction. This design is intentional and will allow the annual action plan to adapt over time and to matters or issues that arise suddenly (such as COVID-19 and the 2022 flood). In such a way, the strategy provides for long-term direction towards goals while providing flexibility and adaptability to the ever-changing environment that we live in.

The Draft Strategy has been developed with inputs from key stakeholders including Murray River Council community, businesses, Councillors and Executive.

#### DISCUSSION

Prior to undertaking engagement with our wider community, Council leaders undertook a review of the existing Community Strategic Plan ("CSP") and compared it against our organisational structure. The existing plan was not aligned, and several workshops were held with execs, managers and councillors to identify and develop new themes and goals. Council resolved to adopt the new themes and goals and endorsed a community engagement program. A roadshow of both community and business-based sessions seeking feedback, ideas and suggestions for all projects or programs of

works to be undertaken took place across the entire Council footprint. Over 200 attendees collated 1017 ideas to inform a new community strategic plan adopted in 2022. The CSP and subsequent 4-year delivery plan have informed the Draft Strategy.

In May 2023 a Murray River Council business survey was conducted and 58 x responses were received to inform the development of an action plan to support the Draft Strategy. Two workshops were held with Councillors to discuss the current economic performance of Murray River Council (see Background Report attached) and to gain insights to their ambitions and objectives for economic development in the future.

The Draft Strategy has been prepared to provide Murray River Council, in its role as promoter and facilitator of economic development, with a high-level plan of action to ensure the region is a 'Place of Prosperity and Resilience'.

This Draft Strategy links to the Community Strategic Plan 2022-2032 and will support the community to achieve the community's vision for the future:

*Murray River Council has vibrant, diverse and cohesive communities. We are supported by strong local business and primary industries. We value our beautiful waterways and natural surrounds.*

The Draft Strategy recommends a triple bottle line approach, where a balance can be established between the economy, community and the environment. All three elements of the destination should thrive, and Council should recognise that without a strong community and healthy environment, economic growth will not deliver positive outcomes for the Murray River Council.

The strategy articulates four strategic themes for action and delivery:

- Support existing businesses and communities;
- Promotion and investment attraction;
- Growing tourism;
- Advocacy and partnerships.

The Strategy identifies enablers to progress these strategic themes and includes an action plan setting out the Council's commitment to implementing it.

***Through adoption of the Draft Strategy the Council commits to investing in the identified outcomes, suitable metrics to capture progress and reporting on progress at regular intervals.***

***The commitment will provide the community with a sense of expectation that outcomes from the strategy will be implemented over the next ten years. Council should consider the current operating deficit being experienced by Council and its ability to restore long-term financial sustainability. To restore long term financial sustainability, Council will need to review its current commitment to service levels across our community and as such this needs to offset the cost of implementing the strategy.***

Together with the Local Housing Strategy and the Employment Lands Strategy, these documents seek to collectively provide a strong road map for future growth, seeking to provide the required infrastructure to meet future growth and demands from the community.

The exhibition period will be promoted via local media, Council's social platforms and Council's 'Your Say' website. The outcomes of the public exhibition process will then be presented to Council and the Draft Strategy will then be considered for final adoption.

## **STRATEGIC IMPLICATIONS**

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

5.9 - Promote and grow tourism across the region - Promote advantages to visit, live, work and invest.

## BUDGETARY IMPLICATIONS

This report seeks approval to place the Draft Strategy on public exhibition. This process is funded through operational resources.

***Through adoption of the Draft Strategy the Council commits to investing in the identified outcomes, suitable metrics to capture progress and reporting on progress at regular intervals.***

***The commitment will provide the community with a sense of expectation that outcomes from the strategy will be implemented over the next ten years. Council should consider the current operating deficit being experienced by Council and its ability to restore long-term financial sustainability. To restore long term financial sustainability, Council will need to review its current commitment to service levels across our community and as such this needs to offset the cost of implementing the strategy.***

## POLICY IMPLICATIONS

Murray River Council Economic Development Assistance Policy (POL600).

## LEGISLATIVE IMPLICATIONS

## RISK ANALYSIS

- **What can happen?**

Council's capacity to implement the Draft Strategy may diminish.

A reduction in operational expenditure will impact Council's ability to deliver on its commitment to implementing the Draft Strategy.

- **How can it happen?**

Continued deterioration of Council's operational position.

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

A reduction in operational expenditure will impact Council's ability to deliver on its commitment to implementing the Draft Strategy.

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

Likely

- **Adequacy of existing controls?**

Inadequate

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

To restore long term financial sustainability, Council will need to review its current commitment to service levels across our community.

Action plan to be reviewed annually or as required.

## CONCLUSION

The Draft Murray River Council Economic Development and Tourism Strategy has been developed with extensive strategic economic analysis as well as a high level of local stakeholder and officer engagement.

The Strategy supports the community's vision for the future and identifies a comprehensive action plan for delivery.

The Strategy aligns with Councils' broader strategic frameworks, primarily articulated through the Community Strategic Plan, responds to current challenges and guides its delivery.

Through adoption of the Draft Strategy the Council commits to investing in the identified outcomes, suitable metrics to capture progress and reporting on progress at regular intervals.

**ATTACHMENTS**

1. **MRC - EDTS - Background report by Lucid Economics (under separate cover)** 
2. **Draft Murray River Council Economic Development and Tourism Strategy (under separate cover)** 

9.5.2	COUNTRY	UNIVERSITY	CENTRE
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**File Number:** -

**Author:** Sarah Ryan, Director Community and Economic Development

**Authoriser:** Terry Dodds, Chief Executive Officer

### RECOMMENDATION

That Council:

1. Provide ongoing support for the development of the Country Universities Centres Southern Riverina ("CUC") and endorse the work being done by the Steering Committee to apply for the Regional University Study Hubs grant on behalf of all four Local Government areas;
2. Further acknowledges the development of the CUC Board which will provide the overarching governance structure for the project;
3. Authorise the CEO to approach members of the community to be on Local Advisory Committee for the CUC; and
4. Nominate a Councillor to apply for a position on the Board to represent the Murray River Council Local Government Area.

### BACKGROUND

The purpose of this report is to update Council as to the progress of the Steering Committee in working on the Country Universities Centres Southern Riverina ("CUC") and to seek Council support for the Steering Committee to submit a grant application to seek funding for the project.

As part of the application process, CUC Central will establish a skills based, not-for-profit Board. The skills required of Board members are included in the attachments. Also attached, is a draft constitution being prepared based on previous established bodies corporate under which 17 other CUCs currently operate.

The proposed governance structure of the CUC Southern Riverina is set out in the discussion below. As per the 17 other CUCs, the CUC Southern Riverina will be established as a company limited by guarantee and registered as a charity with the Australian Charities and Not for Profits Commission and the ATO. CUC Central will arrange for the incorporation and registrations upon notification of successful funding. It is important Directors are selected prior to submission of the application.

Also, to be established, following election the Board, will be the local Advisory Committee. It is envisaged one committee will be required for each local government area with a Board member from each Shire, chairing the Advisory Committee. The Advisory Committees in this way will ensure local representation is possible directly to the Board. No positions on either the Board or the Advisory Committee will be paid roles.

### DISCUSSION

As previously reported by the Mayor, Council has been in discussion since late 2022 to establish a CUC in Murray River Council. Council in conjunction with Berrigan, Edward River and Hay Councils are working with CUC Central to create the CUC Southern Riverina, with four (4) campuses, one located in each local government area. A CUC in Murray River would promise to ignite a spark of opportunity, breaking down barriers and opening doors to tertiary education that may seem out of reach to many. It brings with it the chance to transform lives and shape the future of the community. This is an exciting opportunity for Murray River Council.

Aligned with our Community Strategic Plan to increase educational opportunities for the continued development of strong and resilient communities,

In 2013, the Cooma community wanted to create a solution that would support its local students to achieve their educational aspirations and inject knowledge and qualifications into the local workforce. The Cooma Universities Centre was born and since then, along with a re-branding in 2017, the number of CUC's has grown to eleven campuses with 1,000 students across NSW, including Griffith and Leeton, offering over 900 different courses through 40 Australian Universities and Colleges.

The CUC is a dedicated learning and study space that have been designed for regional people by regional people. The students have free access to high-speed Internet, modern technology, and general academic support all delivered in their local CUC, with dedicated staff on hand to provide support. Students can build a network of like-minded fellow students and can take advantage of being part of a state-wide learning community.

CUCs are community owned and governed, with their own local board providing place-based solutions and aligning with regional strengths. Funded by a combination of Federal, State and Local Governments in conjunction with philanthropic and university partnerships, CUC's have seen over \$3.8M in in-kind and community support.

A Steering Committee was established to work on the CUC Southern Riverina and seeks Council's support for the Steering Committee to submit a grant application to the Regional University Study Hubs grant. Applications close in December 2023. The Minister has announced funding rounds to establish CUCs at 20 locations. Funding round has been split in half. Round 1 closes 13 December 2023 for 10 centres. Round 2 will open this time next year. Centres in round 1 would be up and running by this time next year. Second round centres would be up running by 2025.

Deloitte were engaged to undertake a location scoping analysis two years ago and identified 20 locations as desirable to establish a CUC. Council's regional needs dashboard indicates a strong need for a CUC in Moama (see Needs Results attached). The CUCs are playing a crucial role in tertiary education and skills development in regional NSW. In doing so they are also supporting the supply of local labour into the very tight labour markets of many of the state's regions, where employers in all industries are competing fiercely for workers in short supply. Anyone who is trying to recruit knows too well the shortage of qualified staff.

The 2021 ABS statistics show that Murray River is significantly behind the state in the percentage of the population with a degree or higher formal qualification. Early analysis forecasts that a CUC in Murray River could have 31 students in its first year and 66 by the fourth year of operation, with the opportunity to partner with renewable energy projects across the region.

Murray River Council. During our extensive community consultation process undertaken early 2022 to prepare Council's Community Strategic Plan, our community indicated a strong desire for council to advocate for a better outcome related to tertiary education. Subsequently council resolved to support, and have included the pursuit of tertiary education, as a key economic and social driver.

Currently residents of Murray River must travel at least one hour to access the nearest tertiary university in Bendigo. The availability of University Tertiary Education in Hay would be a real game-changer for many regional and remote residents. It could absolutely be the difference between whether University Education is an option or not for many. One of the primary benefits of a Country University Centre in Murray River is its ability to provide accessible higher education opportunities to the local population. With limited access to universities in rural areas, many talented students face barriers to pursuing higher studies. The CUC will bridge this gap by offering various courses and qualifications through flexible study options, enabling residents to pursue their educational aspirations without relocating to urban centres. In addition, the CUC will play a crucial role in diversifying the skill set of the local workforce. By offering a range of courses tailored to the needs of the community and the regional job market, the CUC will equip students with relevant skills and qualifications. This will lead to a more adaptable and competitive local workforce, attracting businesses and investment to the area, and address a critical skills workforce in rural Australia.

In many rural areas, the lack of educational opportunities often leads to youth migration to urban centres in search of higher education and job prospects. The presence of a CUC in Murray River will act as a magnet for young people, encouraging them to remain in the community while pursuing their educational goals. This retention of youth will contribute to the social fabric of our community. The

CUC will not only cater to recent school graduates but also offer opportunities for lifelong learning and skill upgradation for adult learners.

A draft Business Proposal is being finalised by the Country Universities Centre team as the lead body. The Regional University Study Hubs funding has been made available as a direct result of the Australian Universities Accord Panel interim report.

Program objectives are to:

- enable students in rural, regional and remote Australia to access and complete higher education without having to leave their community;
- meet a demonstrated gap in support for study in a regional, rural or remote community;
- support students who wish to stay in their community while they complete their course of study;
- enhance the experience of students studying within their own community;
- encourage strong links between the hubs and other organisations in the area, including other support services that students may access and industry;
- complement, rather than replace, existing and planned university investments and activities in regional areas, such as satellite campuses and study centres.

Each hub reflects the community it serves and is established with consideration of the:

- geographic location of the study hub in relation to the community;
- population size, demographic and cultural needs of the local community;
- local industry and businesses in the area and the skills they need; and
- location of local TAFE and VET providers.

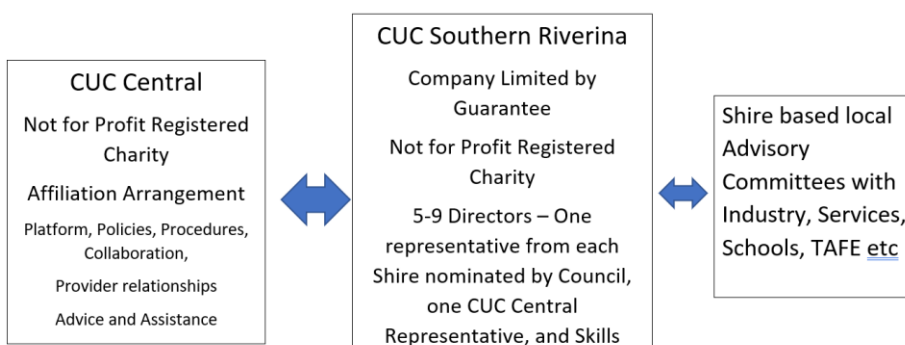
The Steering Committee have been strong with regards to the fact the funding application must include all four proposed sites (Finley, Deniliquin, Hay and Moama), rather than allow for competition amongst the four sites.

A recent visit to the Martin Street complex confirmed its suitability as CUC site.

As per the 17 other CUCs, the CUC Southern Riverina will be established as a company limited by guarantee and registered as a charity with the Australian Charities and Not for Profits Commission and the ATO. CUC Central will arrange for the incorporation and registrations upon notification of success in the Commonwealth funding round. Also, to be established, though after the establishment of the Board, will be the local Advisory Committee. It is envisaged one for each LGA will be required, with a Board member from each Shire, chairing the Advisory Committee. The Advisory Committees in this way will ensure local representation is possible directly to the Board. No positions on either the Board or the Advisory Committee will be paid roles.

The proposed governance structure of the CUC Southern Riverina is set out below:

**Governance Model for CUC Southern Riverina**



At the last Steering Committee meeting, all LGAs were represented and agreed to engage Katrina Tehan (Murray River Council grant writer) to assist with writing the grant application. Each Council will provide a quarter of the cost for Katrina to undertake this work. It is estimated this will cost each Council \$2,000. Given all LGAs have been able to identify existing buildings, the capital expenditure for the project should be minimal and will form part of the funding application in total. The funding application is intended to fund the project from establishment through to its operational costs through to 2027, by which time it is expected the group will be well established in their communities.

### STRATEGIC IMPLICATIONS

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

5.6 - Continue to develop strong and resilient communities - Increased educational opportunities.

### BUDGETARY IMPLICATIONS

The cost of appointing an external grant writer is estimated at \$2,000 which will be covered 23/24 Economic Development budget. No further costs, other than a nominated person's time on the Board and Advisory Committee should be applicable to this project.

### POLICY IMPLICATIONS

Nil.

### LEGISLATIVE IMPLICATIONS

Nil – the body corporate will be set up by CUC Central


### RISK ANALYSIS

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

### CONCLUSION

Aligned with our Community Strategic Plan to increase educational opportunities it is important Council continue its support of this project as it will assist in the development of resilient communities.

### ATTACHMENTS

1. **Board Skills Matrix (under separate cover)** 
2. **Draft Constitution** [!\[\]\(3d09655b25e2951ebcfe2fcf5572c2f9\_img.jpg\) !\[\]\(ce70b5a1b0d16f72e68a50758f1baa0e\_img.jpg\)](#)
3. **Regional Needs Dashboard - Moama** [!\[\]\(d84d674c02b64d6598c67f562ac5f433\_img.jpg\) !\[\]\(95cded5478a7246a5f61df0390d95af2\_img.jpg\)](#)



## **DRAFT Constitution**

### **CUC Southern Riverina Ltd**

ACN **XXX XXX XXX**

**A Public Company Limited by Guarantee**

Constitution of CUC Southern Riverina Ltd on registration **[insert date]**.

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Constitution of CUC Southern Riverina Ltd on registration [insert date].



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## 1 Definitions and interpretation

### 1.1 Definitions

In this Constitution, unless a contrary intention appears:

**ACNC Act** means the *Australian Charities and Not-for-profits Commission Act 2012* (Cth).

**Alternate Director** means an individual appointed as an alternate director under clause 23.1.

**Annual General Meeting** has the same meaning as the term 'AGM' in the Corporations Act.

**ASIC** means the Australian Securities and Investments Commission.

**Company** means CUC Southern Riverina Ltd being an Australian public company limited by guarantee established under the Corporations Act which bears the ACN XXX XXX XXX.

**Constitution** means this constitution as amended from time to time.

**Corporations Act** means the *Corporations Act 2001* (Cth).

**Director** means an individual holding office as director of the Company.

**Director Identification Number** has the same meaning it has in the Corporations Act.<sup>1</sup>

**Directors** means some or all of the Directors acting as a board.

**General Meeting** means a meeting of the Members of the Company and includes an Annual General Meeting.

**Insolvency Event** occurs where:

- (a) an order is made or a resolution is passed by creditors for the winding up, dissolution or external administration of the Member;
- (b) the Member enters into any arrangement, compromise or composition with or assignment for the benefit of its creditors or any class of them; or
- (c) a controller, receiver, receiver and manager, official manager or other external administrator is appointed to the Member.

**Legal Capacity** means, in relation to an individual, that the individual is at least 18 years of age, and that:

- (a) in the Directors' reasonable assessment, the individual is capable of understanding the nature and effect of their participation in the Company's affairs without the need of special assistance or explanation;
- (b) in the Directors' reasonable assessment, the individual is able to receive and understand communications and express their will in relation to the Company's affairs; or

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<sup>1</sup> At the time of registration of this Company, section 9 provides that a Director Identification Number means a director identification number given under:

- (a) section 1272; or
- (b) section 308-5 of the *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (Cth).



- (c) their person or estate is not liable to be dealt with under the laws relating to mental health:
  - (i) on a permanent or ongoing basis;
  - (ii) in an involuntary manner; or
  - (iii) on a court ordered basis.

**Member** means a person entered on the Register of the Company as a member.

**Object** means the object of the Company as set out in clause 2.

**Region** means the Local Government Areas of Berrigan, Edward River, Hay and Murray River.

**Register** means the register of members under the Corporations Act and if appropriate includes a branch register.

**Registered Office** means the registered office for the time being of the Company.

**Related Body Corporate** has the same meaning it has in the Corporations Act.

**Representative** means an individual appointed to represent a corporate Member at a General Meeting in accordance with the Corporations Act.

**Rule** means a rule made by the Directors in accordance with clause 17.

**Schedule** means a Schedule to this Constitution.

**Secretary** means an individual appointed as a secretary of the Company in accordance with clause 18.2.

**Special Resolution** has the same meaning it has in the Corporations Act.<sup>2</sup>

**Tax Act** means the *Income Tax Assessment Act 1997* (Cth).

**Virtual Meeting Technology** has the same meaning it has in the Corporations Act.<sup>3</sup>

## 1.2 Interpretation

In this Constitution, unless a contrary intention appears:

- (a) words importing any gender include all other genders;
- (b) the singular includes the plural and vice versa;
- (c) a reference to a clause is a reference to a clause in this Constitution unless otherwise stated;
- (d) a reference to a law includes regulations and instruments made under the law;

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<sup>2</sup> At the time of registration of this Company, section 9 provides that a Special Resolution is a resolution:

- (a) of which notice has been given to the Members in accordance with clause 8.3; and
- (b) that has been passed by at least 75% of the votes cast by Members entitled to vote on the resolution.

<sup>3</sup> At the time of registration of this Company, section 9 provides that Virtual Meeting Technology means any technology that allows a person to participate in a meeting without being physically present at the meeting.



- (e) a reference to a law or a provision of a law includes amendments, re-enactments or replacements of that law or the provision, whether by a state, a territory, the Commonwealth of Australia or otherwise;
- (f) a reference to a meeting includes a meeting by technology provided the technology gives the persons entitled to attend the meeting, as a whole, reasonable opportunity to participate without being physically present in the same place, and includes a General Meeting:
  - (i) at one or more physical venues;
  - (ii) at one or more physical venues and using Virtual Meeting Technology; or
  - (iii) using Virtual Meeting Technology only;
- (g) a reference to a person being present in person includes an individual participating in a meeting as described in clause 1.2(f);
- (h) a reference to a person being present includes an individual participating in a meeting in person or through a proxy, attorney or Representative;
- (i) a reference to a "place" includes the place or location where a General Meeting may be held, is held or is taken to be held under the Corporations Act if Virtual Meeting Technology is used in holding the meeting;
- (j) a reference to a person includes a natural person, corporation or other body corporate;
- (k) "writing" and "written" includes printing, typing and other modes of reproducing words in a visible form including, without limitation, any representation of words in a physical document or in an electronic communication or form or otherwise; and
- (l) Australian dollars, dollars, A\$ or \$ is a reference to the lawful currency of Australia.

### 1.3 Signing and electronic communication

Where, by a provision of this Constitution, a document including a notice is required to be signed or communicated, that requirement may be satisfied in any manner permitted by the applicable law of a state, a territory, or the Commonwealth of Australia relating to electronic signing and transmission of documents.

### 1.4 Corporations Act

- (a) In this Constitution unless the contrary intention appears:
  - (i) expressions in this Constitution that deal with a matter dealt with by a particular provision of the Corporations Act have the same meaning as they have in the Corporations Act;
  - (ii) "section" means a section of the Corporations Act; and
  - (iii) while the Company is a registered charity under the ACNC Act:
    - (A) subject to clause 1.4(a)(iii)(B), the provisions of the Corporations Act in Part 2G.2 and Part 2G.3 apply as if section 111L(1) of the Corporations Act was not enacted; and
    - (B) if one of those provisions includes a reference to ASIC, including a reference to lodge any document with, or seek consent or approval from ASIC, that particular requirement does not apply to the Company.



- (b) The provisions of the Corporations Act that apply as replaceable rules are displaced by this Constitution and accordingly do not apply to the Company.

### 1.5 Headings

Headings are inserted for convenience and are not to affect the interpretation of this Constitution.

## 2 Object of the Company

The Object of the Company is to pursue the following charitable purposes:

- (a) to advance education by facilitating, delivering, promoting and providing access to university and higher education, including but not limited to:
  - (i) serving as the primary point of contact for the delivery of university education and higher education in the Region;
  - (ii) facilitating and promoting education and career pathways between schools, vocational education and training providers, universities, higher education providers and industry;
  - (iii) coordinating and supporting research and partnerships, especially those which assist in the sustainable development of the Region; and
  - (iv) promoting and assisting lifelong learning and raising (Regional) community aspirations;
- (b) to act as trustee and to perform and discharge the duties and functions incidental thereto where this is incidental or conducive to the attainment of the Object; and
- (c) to do such other things as are incidental or conducive to the attainment of the Object, including the establishment of a public fund.<sup>4</sup>

## 3 Powers

The Company has the legal capacity and powers of:

- (a) an individual;
- (b) a body corporate under the Corporations Act; and
- (c) where the Company is a trustee, the trustee under the relevant trust instrument and laws related to trusts and trustees.

## 4 Application of income for Object only

### 4.1 Application of income and property

The income and the property of the Company, however derived:

- (a) must be applied solely towards the promotion of the Object; and
- (b) may not be paid or transferred to the Members, in whole or in part, either directly or indirectly by way of dividend, bonus, benefit or otherwise.

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<sup>4</sup> A public fund is a fund for receiving gifts from the public that is required to be established and maintained by certain deductible gift recipient categories from time to time under the Tax Act.



#### 4.2 Payment in good faith

Clause 4.1 does not prevent payment, directly or indirectly, in good faith to a Member:

- (a) of reasonable remuneration for services to the Company in the ordinary course of business;
- (b) for goods supplied by the Member to the Company in the ordinary course of business;
- (c) of fair and reasonable interest on money borrowed by the Company in the ordinary course of business from the Member at a rate not exceeding that fixed for the purposes of this clause 4.2(c) by the Company in a General Meeting;
- (d) of reasonable rent or equivalent payment (including licence fees) for use of premises let by the Member to the Company; or
- (e) in furtherance of the Object.

### 5 Winding up

#### 5.1 Guarantee by Members

- (a) Each Member undertakes to contribute an amount not to exceed \$1 to the Company's property if the Company is wound up while they are a Member, or within 1 year after they cease to be a Member.
- (b) On winding up of the Company, this contribution is for:
  - (i) payment of the Company's debts and liabilities;
  - (ii) the costs of winding up; and
  - (iii) adjustment of the rights of the contributories among themselves.

#### 5.2 Application of property

- (a) Subject to clause 4.2(e), if any property remains on the winding up or dissolution of the Company after satisfaction of all its debts and liabilities, then, subject always to clause 5.3, that property may not be paid to or distributed among the Members but must be transferred to one or more funds or institutions:
  - (i) that have charitable purposes similar to, or inclusive of, the Object; and
  - (ii) are not-for-profit entities whose governing documents prohibit the distribution of its income and property among its members (if it has members) to at least the same extent as imposed on the Company under this Constitution.
- (b) The funds or institutions will be determined by the Members at or before the time of dissolution.

#### 5.3 Application of property if deductible gift recipient

- (a) Where the Company has been endorsed as a deductible gift recipient under Subdivision 30-BA of the Tax Act:
  - (i) as an entity; or
  - (ii) in relation to a fund or institution it operates;





and

- (iii) the Company is wound up;
- (iv) the fund or institution is wound up; or
- (v) the endorsement under Subdivision 30-BA of the Tax Act is revoked;

then, after satisfaction of all debts and liabilities, any surplus:

- (vi) gifts of money or property for the principal purpose of the Company;
- (vii) contributions of money or property as described in item 7 or item 8 of the table in section 30-15 of the Tax Act in relation to a fundraising event held for the principal purpose of the Company; and
- (viii) money received by the Company because of such gifts or contributions

must be transferred to one or more funds or institutions that comply with clause 5.2 and are each deductible gift recipients.

- (b) Where the Company operates more than one fund or institution for which it is a deductible gift recipient and its endorsement under Subdivision 30-BA of the Tax Act is revoked only in relation to one of those funds or institutions then it may transfer any surplus assets of that fund or institution remaining after payment of all liabilities to any other fund or institution for which it is endorsed as a deductible gift recipient.

## **6 Membership**

### **6.1 Number of Members**

- (a) The minimum number of Members of the Company will be 1.
- (b) The Members at the date of registration of the Company and any person the Directors admit to membership under clause 6.2 are the Members of the Company.

### **6.2 Admission as a Member**

The Directors may admit any person as a Member if the person is eligible under clause 6.3 and makes an application in accordance with clause 6.4.

### **6.3 Membership criteria**

To be eligible to be a Member, a person must:

- (a) be nominated by an existing Member;
- (b) consent in writing to become a Member; and
- (c) agree to be bound by this Constitution.

### **6.4 Membership process**

- (a) The application for membership must be:
  - (i) in such form as the Directors may from time to time prescribe, signed by the applicant and returned to the Company as directed on the form; and
  - (ii) accompanied by the membership fee, if any, prescribed by the Directors.



- (b) Each application for membership must be considered by the Directors within a reasonable time after the application is made.
- (c) When an applicant has been accepted or rejected for membership the Secretary must notify the applicant of the decision of the Directors within a reasonable period.

#### **6.5 Directors' discretion to admit or refuse admission as a Member**

The Directors have the discretion to refuse any person admission as a Member without giving any reason for refusing.

#### **6.6 Registration as Member**

If the Directors accept an application for membership, as soon as practicable, the Directors must cause the name of the person to be entered in the Register.

#### **6.7 Membership fees**

The Members must pay such membership fees as prescribed from time to time by the Directors.

#### **6.8 Register**

- (a) The Company must establish and maintain a Register. The Register must be kept by the Secretary and must contain:
  - (i) for each current Member:
    - (A) name;
    - (B) address;
    - (C) any alternative address nominated by the Member for the service of notice; and
    - (D) date the Member was entered on to the Register.
  - (ii) for each person who stopped being a Member in the last 7 years:
    - (A) name;
    - (B) address;
    - (C) any alternative address nominated by the Member for the service of notices; and
    - (D) date the membership started and ended.
- (b) The Company must provide access to the Register in accordance with the Corporations Act.

### **7 Ceasing to be a Member**

#### **7.1 Cessation of membership**

A Member ceases to be a Member on:

- (a) in the case of an individual, death or, in the case of a body corporate, its ceasing to exist;
- (b) resignation by written notice to the Company having immediate effect or with effect from a specified date in the notice;
- (c) failing to pay any fee that may be prescribed by the Directors from time to time within 12 months after the fee was due and payable;



- (d) failing to respond to correspondence sent by the Company to the contact details entered on the Register for the purpose of confirming their membership and/or contact details within 3 months of the date of correspondence and the Directors determine, in their discretion, to remove the Member's name from the Register;
- (e) in the case of an individual, not having Legal Capacity;
- (f) in the case of a body corporate, immediately before the Member becoming subject to an Insolvency Event;
- (g) in the case of an individual, becoming bankrupt or insolvent or making an arrangement or composition with creditors of a person's joint or separate estate generally;
- (h) the passing of a resolution by the Directors or Members in General Meeting in accordance with clause 7.2; or
- (i) that Member ceasing to be a Director.

## **7.2 Termination of membership**

- (a) Subject to this Constitution, the Directors or Members in General Meeting may at any time terminate the membership of a Member if the Member:
  - (i) refuses or neglects to comply with this Constitution or any applicable Rules made by the Directors;
  - (ii) engages in conduct which in the opinion of the Directors is unbecoming of the Member or prejudicial to the interests of the Company; or
  - (iii) fails to pay any debt due to the Company within a period of 3 months after the date for payment (such debt not including a fee referred to in clause 7.1(c)).
- (b) For a decision of the Directors or the Members in General Meeting under clause 7.2(a) to be effective, the general nature of the allegations made against the Member must be notified to the Member in writing and the Member must be given a reasonable opportunity to respond.
- (c) If a dispute arises regarding the termination of a Member's membership under this clause 7.2, the dispute resolution procedure contained in clause 28 must be followed and, for the purposes of clause 28.1, written notification under clause 7.2(b) will be the notice of the dispute (as defined in clause 28.1).

## **7.3 Limited liability**

The Members have no liability as Members except as set out in clause 5.1.

## **8 General Meetings**

### **8.1 Annual General Meetings**

Annual General Meetings are to be held in accordance with the Corporations Act.

### **8.2 Convening a General Meeting**

The Directors may convene and arrange to hold a General Meeting when they think fit and must do so if required to do so under the Corporations Act.

**8.3 Notice of a General Meeting**

- (a) Notice of a General Meeting must be given in accordance with the Corporations Act and served in accordance with clause 33.
- (b) A Director is entitled to receive notice of and to attend all General Meetings and is entitled to speak at those meetings.

**8.4 Calculation of period of notice**

In computing the period of notice under clauses 8.3 and 8.6(c), both the day on which the notice is given or taken to be given and the day of the meeting convened by it are to be disregarded.

**8.5 Cancellation or postponement of General Meeting**

- (a) Where a General Meeting is convened by the Directors they may by notice, whenever they think fit, cancel the meeting or postpone the holding of the meeting to a date and time determined by them.
- (b) This clause 8.5 does not apply to a meeting convened in accordance with the Corporations Act by Members, by the Directors on the request of Members or to a meeting convened by a Court.

**8.6 Notice of cancellation or postponement of a meeting**

- (a) Notice of cancellation, postponement or change of place of a General Meeting must state the reason for cancellation or postponement and be given:
  - (i) to each Member individually; and
  - (ii) to each other person entitled to be given notice of a General Meeting under the Corporations Act.
- (b) A notice of postponement of a General Meeting must specify:
  - (i) the postponed date and time for the holding of the meeting;
  - (ii) a place for the holding of the meeting which may be either the same as or different from the place specified in the notice convening the meeting; and
  - (iii) if the meeting is to be held in 2 or more places, the technology that will be used to facilitate the holding of the meeting in that manner.
- (c) The number of days from the giving of a notice postponing the holding of a General Meeting to the date specified in that notice for the holding of the postponed meeting must not be less than the number of days' notice of the General Meeting required to be given under clause 8.3.

**8.7 Business at postponed meeting**

The only business that may be transacted at a General Meeting the holding of which is postponed is the business specified in the original notice convening the meeting.

**8.8 Proxy at postponed meeting**

Where by the terms of an instrument appointing a proxy:

- (a) the proxy is authorised to attend and vote at one or more General Meetings to be held on or before a specified date; and



- (b) the date for holding the meeting is postponed to a date later than the date specified in the instrument of proxy;

then, by operation of this clause 8.8, that later date is substituted for and applies to the exclusion of the date specified in the instrument of proxy, unless the Member appointing the proxy gives to the Company at its Registered Office notice in writing to the contrary not less than 48 hours before the time to which the holding of the meeting has been postponed.

#### **8.9 Non-receipt of notice**

The non-receipt of notice of a General Meeting or the convening, cancellation or postponement of a General Meeting by, or the accidental omission to give notice of a General Meeting or the convening, cancellation or postponement of a General Meeting to, a person entitled to receive notice does not invalidate any resolution passed at the General Meeting or at a postponed meeting or the convening, cancellation or postponement of a meeting.

### **9 Proceedings at General Meetings**

#### **9.1 Number of a quorum**

- (a) A majority of Members or 10 Members, whichever is the lesser number, present are a quorum at a General Meeting.
- (b) In determining whether a quorum is present, each individual attending as a proxy appointed under clause 9.15 is to be counted, except that:
  - (i) where a Member has appointed more than one proxy, only one is to be counted; and
  - (ii) where an individual (whether a Member or not) is attending holding more than one proxy, that individual is to be counted only once.

#### **9.2 Requirement for a quorum**

- (a) An item of business may not be transacted at a General Meeting unless a quorum is present when the meeting proceeds to consider it.
- (b) If a quorum is present at the time the first item of business is transacted, it is taken to be present when the meeting proceeds to consider each subsequent item of business unless the chairperson of the meeting (on the chairperson's own motion or at the request of a Member or proxy who is present) declares otherwise.

#### **9.3 If quorum not present**

If within 15 minutes after the time appointed for a meeting a quorum is not present, the meeting:

- (a) if convened at the request of Members, is dissolved; and
- (b) in any other case, stands adjourned to the same day in the next week and the same time and place, or to such other day, time and place as the Directors appoint by notice to the Members and others entitled to notice of the meeting.

#### **9.4 Adjourned meeting**

At a meeting adjourned under clause 9.3(b), 2 Members present at the meeting are a quorum. If a quorum is not present within 15 minutes after the time appointed for the adjourned meeting, the meeting is dissolved.

**9.5 Appointment and powers of chairperson of General Meeting**

If the Directors have elected one of their number as chairperson of their meetings under clause 22.1, that person is also entitled to preside as chairperson at a General Meeting.

**9.6 Absence of chairperson at General Meeting**

If a General Meeting is held and:

- (a) a chairperson has not been elected by the Directors; or
- (b) the elected chairperson is not present within 15 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act;

then the following persons may preside as chairperson of the meeting (in order of precedence):

- (c) the deputy chairperson if a Director has been so elected by the Directors under clause 22.1; or
- (d) a Director or Member elected by the Members present in person to preside as chairperson of the meeting.

**9.7 Conduct of a General Meeting**

- (a) The chairperson of a General Meeting:
  - (i) has charge of the general conduct of the meeting and of the procedures to be adopted at the meeting;
  - (ii) may require the adoption of any procedure which is, in the chairperson's opinion, necessary or desirable for proper and orderly debate or discussion and the proper and orderly casting or recording of votes at the General Meeting; and
  - (iii) may, having regard where necessary to the Corporations Act, terminate discussion or debate on any matter whenever the chairperson considers it necessary or desirable for the proper conduct of the meeting.
- (b) A decision by the chairperson under this clause 9.7 is final.

**9.8 Adjournment of a General Meeting**

- (a) The chairperson of a General Meeting may at any time during the meeting adjourn the meeting or any business, motion, question, resolution, debate or discussion being considered or remaining to be considered by the meeting either to a later time at the same meeting or to an adjourned meeting at any time and any place, but:
  - (i) in exercising the discretion to do so, the chairperson may, but need not, seek the approval of the Members present; and
  - (ii) only unfinished business is to be transacted at a meeting resumed after an adjournment.
- (b) Unless required by the chairperson, a vote may not be taken or demanded by the Members present in person or by proxy in respect of any adjournment.

**9.9 Notice of an adjourned General Meeting**

It is not necessary to give any notice of an adjournment or of the business to be transacted at any adjourned General Meeting unless it is adjourned for 1 month or more. In that case, notice of the adjourned meeting must be given as in the case of an original meeting.

**9.10 Questions decided by majority**

Subject to the requirements of the Corporations Act, a resolution at a General Meeting is taken to be carried if a simple majority of the votes cast on the resolution are in favour of it.

**9.11 Equality of votes – no casting vote for chairperson**

If there is an equality of votes, either on a show of hands or on a poll, then the chairperson of the meeting is not entitled to a casting vote in addition to any votes to which the chairperson is entitled as a Member or proxy or attorney or Representative, and consequently the resolution fails.

**9.12 Voting at a General Meeting**

- (a) At any General Meeting a resolution put to the vote of the meeting must be decided on:
  - (i) a show of hands; or
  - (ii) where the meeting is being conducted by Virtual Meeting Technology, such other similar method as determined by the chairperson,unless a poll is properly demanded, and the demand is not withdrawn.
- (b) A declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously, or by a particular majority, or lost, is conclusive evidence of the fact.
- (c) Neither the chairperson nor the minutes need state and it is not necessary to prove the number or proportion of the votes recorded in favour of or against the resolution.

**9.13 Poll**

If a poll is demanded at a General Meeting:

- (a) it must be taken in the manner and at the date and time directed by the chairperson and the result of the poll is the resolution of the meeting at which the poll was demanded;
- (b) on the election of a chairperson or on a question of adjournment, it must be taken immediately;
- (c) the demand may be withdrawn; and
- (d) the demand does not prevent the continuance of the meeting for the transaction of any business other than the question on which the poll has been demanded.

**9.14 Votes of Members**

- (a) Every Member has one vote.



- (b) Subject to this Constitution, including clause 9.14(c):
  - (i) on a show of hands at a General Meeting, each Member present in person and each other person present as a proxy of a Member has one vote; and
  - (ii) on a poll at a General Meeting, each Member present in person has one vote and each person present as proxy of a Member has one vote for each Member that the person represents.
- (c) If the proxy has 2 or more appointments that specify different ways to vote on the resolution, the proxy must not vote on a show of hands.

#### **9.15 Right to appoint proxy**

- (a) Subject to the Corporations Act, a Member entitled to attend a General Meeting is entitled to appoint another person (whether a Member or not) as proxy to attend in the Member's place at the meeting. A proxy has the same right as the Member to speak and vote at the meeting and may be appointed in respect of more than one meeting.
- (b) The instrument appointing a proxy must be in writing signed by the appointor or their attorney duly authorised in writing or, if the appointor is a corporation, either under seal or signed by an officer or attorney duly authorised.
- (c) The instrument appointing a proxy will be deemed to confer authority to demand or join in demanding a poll.
- (d) A Member is entitled to instruct their proxy to vote in favour of or against any proposed resolutions. The proxy may vote as they think fit unless otherwise instructed.
- (e) The instrument appointing a proxy may be in the form set out in Schedule 1 to this Constitution.
- (f) The instrument appointing a proxy (along with a certified copy of the power of attorney or other authority, if any, under which it is signed) must be received at:
  - (i) the Registered Office;
  - (ii) such other place within the state or territory in which the Company has its Registered Office, or to an email address, as is specified for that purpose in the notice convening the meeting; or
  - (iii) if the notice convening the meeting specifies other electronic means by which a proxy document may be received by the Company, by those other electronic means,not less than 48 hours before the time for holding the meeting or adjourned meeting or, in the case of a poll, not less than 24 hours before the time appointed for the taking of the poll. Documents received after this time will not be treated as valid.
- (g) The Company receives a document referred to in clause 9.15(f):
  - (i) if the document is given by other electronic means as specified for that purpose in the notice convening the meeting, when the document is received by the Company as prescribed by the Corporations Act; and
  - (ii) otherwise, when the document is received at:





- (A) the Registered Office; or
- (B) a place specified for the purpose in the notice of meeting.

#### **9.16 Validity of vote in certain circumstances**

Unless the Company has received written notice of the matter before the start or resumption of a General Meeting at which a person votes as a proxy, attorney or Representative, a vote cast by that person is valid even if, before the person votes:

- (a) the appointing Member dies;
- (b) the Member revokes the appointment or authority; or
- (c) the Member is mentally incapacitated.

#### **9.17 Objection to voting qualification**

- (a) An objection to the right of a person to attend or vote at a General Meeting or adjourned meeting:
  - (i) may not be raised except at that meeting or adjourned meeting; and
  - (ii) must be referred to the chairperson of that meeting, whose decision is final.
- (b) A vote not disallowed under the objection is valid for all purposes.

#### **10 Circular resolutions of Members**

- (a) Subject to clause 10(b), the Members may pass any resolution that the Corporations Act or this Constitution requires or permits to be passed at a General Meeting in the manner set out in this clause without holding a General Meeting.
- (b) A resolution under this clause 10 cannot be used:
  - (i) for a resolution to remove an auditor, appoint a Director or remove a Director under section 203D of the Corporations Act;
  - (ii) for passing a special resolution; or
  - (iii) where the Corporations Act or this Constitution requires a meeting to be held.
- (c) A resolution under this clause 10 is passed if each Member entitled to vote on the resolution signs a document containing a statement that they are in favour of the resolution set out in the document. Separate copies of a document may be used for signing by Members if the wording of the resolution and statement is identical in each copy.
- (d) The resolution is passed when the last Member signs.
- (e) The Company must notify the auditor (if any) as soon as possible that a circular resolution has or will be put to Members, and set out the wording of the resolution. A failure to do so does not invalidate the resolution.

#### **11 Sole Membership**

Where the Company only has one Member:

- (a) clauses 6.7, 8, 9 and 10 do not apply to the Company; and



- (b) the Company may pass a resolution by the Member recording it and signing the record and recording it in the minute book of the Company.

## **12 Directors**

### **12.1 Number of Directors**

The number of Directors must be such number between 3 and 9 as the Members determine. In the absence of any such determination, the number of Directors will be 5.

### **12.2 Directors elected at General Meeting**

The Company may, at a General Meeting at which:

- (a) a Director retires or otherwise vacates office; or
  - (b) a Director vacancy exists by operation of clause 12.1 or otherwise,
- by resolution fill the vacated office by electing an individual to that office.

### **12.3 Qualification of Directors**

- (a) To be eligible for the office of Director an individual must:
  - (i) have a Director Identification Number; and
  - (ii) subject to clause 12.3(b), consent in writing to act as a Director.
- (b) Where an individual is seeking election at a General Meeting for the first time, the signed consent must be lodged at the Registered Office at least 28 days (or such other period as determined by the Directors) before the date fixed for the holding of the General Meeting.
- (c) In the event that it is required under a law, regulation or guideline applicable to the Company<sup>5</sup>, the Company must ensure that a majority of the Directors are individuals who have the requisite level or degree of responsibility to the general public.

### **12.4 Terms and retirement of a Director**

- (a) Subject to clause 12.4(b), a Director is elected for a term of 2 years.
- (b) At each Annual General Meeting, any Director who has held office for 2 years or more since last being elected, must retire from office but subject to clause 12.5 is eligible for reappointment. A retiring Director holds office until the conclusion of the meeting at which that Director retires.
- (c) The Members may by ordinary resolution increase or decrease the period of time for which a Director holds office under clause 12.4(a).
- (d) In addition to the right to remove Directors under section 203D of the Corporations Act, the Members may by ordinary resolution remove any Director before the expiration of that Director's period of office, and may by an ordinary resolution appoint another person in the place of that Director.

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<sup>5</sup> Such as where the Company or its public fund is endorsed as a deductible gift recipient and this is a condition for such endorsement.

**12.5 Reappointment of a Director**

A Director is entitled to seek reappointment as a Director on 3 occasions provided that a Director's period of continuous service to the Company does not exceed a period of 8 years, excluding any period of service under clause 12.6, unless the Members, by ordinary resolution in General Meeting or unanimous written resolution, elect to waive this requirement for a particular Director.

**12.6 Casual vacancy**

- (a) The Directors may at any time appoint any person meeting the requirements of clause 12.3 to be a Director to fill a casual vacancy, provided the total number of Directors does not exceed the number determined in clause 12.1.
- (b) A Director appointed under clause 12.6(a) holds office until the conclusion of the next Annual General Meeting but is eligible for election at that meeting.

**12.7 Appointment of officers**

The Directors are to appoint the other officers with such frequency as the Directors from time to time determine.

**13 Remuneration of Directors**

The Directors must not be paid any remuneration for their services as Directors.

**14 Expenses of Directors**

- (a) A Director is entitled to be reimbursed out of the funds of the Company for such reasonable travelling, accommodation and other expenses as the Director may incur when travelling to or from meetings of the Directors or a committee of Directors or when otherwise engaged on the business of the Company.
- (b) Any payment to a Director must be approved by the Directors.

**15 Vacation of office of Director**

In addition to the circumstances in which the office of a Director becomes vacant under the Corporations Act, the office of a Director becomes vacant if the Director:

- (a) ceases to be eligible under clause 12.3;
- (b) resigns from the office by notice in writing to the Company having immediate effect or with effect from a specified date in the notice;
- (c) is not present at 3 successive meetings of the Directors without leave of absence from the Directors;
- (d) does not have Legal Capacity;
- (e) becomes insolvent or bankrupt, compounds with their creditors, or assigns their estate for the benefit of their creditors;
- (f) becomes prohibited, disqualified or removed from being a Director by reason of any order of any court of competent jurisdiction or regulator; or
- (g) dies.



## **16 Powers and duties of Directors**

### **16.1 Directors to manage the Company**

The Directors are to manage the business of the Company and may exercise all the powers of the Company that are not, by the Corporations Act or by this Constitution, required to be exercised by the Company in General Meeting.

### **16.2 Specific powers of Directors**

Without limiting the generality of clause 16.1, and subject to any trusts relating to the assets of the Company, the Directors may exercise all the powers of the Company to:

- (a) borrow or raise money;
- (b) charge any property or business of the Company; and
- (c) give any security for a debt, liability or obligation of the Company or of any other person.

### **16.3 Compliance with duties**

While the Company is a registered charity under the ACNC Act, each Director must comply with the duties described in governance standard 5 as set out in the regulations made under the ACNC Act and such other obligations as apply under the ACNC Act or the Corporations Act from time to time.

### **16.4 Delegation**

- (a) The Directors may resolve to delegate any of their powers to:
  - (i) a committee in accordance with clause 27;
  - (ii) a Director;
  - (iii) an employee of the Company on terms and subject to any restrictions to be decided by the Directors; or
  - (iv) any other person on terms and subject to any restrictions to be decided by the Directors.
- (b) The power may be delegated for such time as determined by the Directors and the Directors may at any time revoke or vary the delegation.
- (c) The delegate must exercise the powers delegated in accordance with any directions of the Directors, and the exercise of the power by the delegate is as effective as if the Directors had exercised it.
- (d) The Directors may continue to exercise any power they have delegated.

## **17 Rules**

Subject to this Constitution, the Directors may from time to time by resolution make and rescind or alter Rules which are binding on the Directors and Members for the management and conduct of the business of the Company.

**18 Chief Executive Officer, Secretary and Public Officer****18.1 Chief Executive Officer**

- (a) The Directors may appoint a Chief Executive Officer on such terms and conditions (including as to remuneration) as they think fit.
- (b) The Directors may delegate any of their powers to the Chief Executive Officer and the Chief Executive Officer must exercise those powers:
  - (i) in accordance with the terms and subject to any restrictions or the directions of the Directors; and
  - (ii) so as to be concurrent with, or to the exclusion of, the powers of the Directors,and may revoke the delegation at any time.
- (c) The Chief Executive Officer may be invited to attend all meetings of the Directors, but may not hold the office of a Director and is not entitled to vote.

**18.2 Secretary**

- (a) There must be at least one Secretary who is to be appointed by the Directors.
- (b) The Directors may suspend or remove a Secretary from that office.
- (c) A Secretary holds office on the terms and conditions (including as to remuneration) and with the powers, duties and authorities, as determined by the Directors. The exercise of those powers and authorities and the performance of those duties by a Secretary are subject at all times to the control of the Directors.

**18.3 Public Officer**

The Directors must appoint a person as Public Officer of the Company in accordance with the *Income Tax Assessment Act 1936* (Cth).

**19 Appointment of attorney**

- (a) By power of attorney, the Directors may appoint any person to be an attorney of the Company, with such powers, authorities and discretions of the Directors as the Directors think fit and for such purposes, period and conditions as determined by the Directors.
- (b) A power of attorney granted under clause 19(a) may contain any provisions for the protection and convenience of the attorney and persons dealing with the attorney that the Directors think fit and may also authorise the attorney to delegate (including by way of appointment of a substitute attorney) all or any of the powers, authorities and discretions of the attorney.

**20 Conflicts of interest****20.1 Disclosure of conflict of interest**

A Director must disclose the nature and extent of any actual or perceived material conflict of interest in a matter that is being considered at a meeting of Directors (or that is proposed in a circular resolution):

- (a) to the Directors; or



- (b) if all of the Directors have the same conflict of interest, to the Members at the next General Meeting, or at an earlier time if reasonable to do so.

#### **20.2 Disclosure recorded in minutes**

The disclosure of a conflict of interest by a Director must be recorded in the minutes of the meeting.

#### **20.3 Material personal interest**

Each Director who has a material personal interest in a matter that is being considered at a meeting of the Directors (or that is proposed in a circular resolution) must not, except as provided under clause 20.4:

- (a) be present at the meeting while the matter is being discussed; or
- (b) vote on the matter.

#### **20.4 Present and voting**

A Director with a material personal interest in a matter may still be present and vote if:

- (a) their interest arises because they are a Member of the Company and the other Members have the same interest;
- (b) their interest arises in relation to remuneration as a Director of the Company;
- (c) their interest relates to an insurance contract that insures, or would insure, the Director against liabilities that the Director incurs as a Director of the Company (see clause 34.2);
- (d) their interest relates to a payment by the Company under clause 34.1, or any contract relating to an indemnity that is allowed under the Corporations Act;
- (e) ASIC makes an order allowing the Director to vote on the matter; or
- (f) the Directors who do not have material personal interest in the matter pass a resolution that:
  - (i) identifies the Director, the nature and extent of the Director's interest in the matter and how it related to the affairs of the Company; and
  - (ii) states that those Directors are satisfied that the interest should not stop the Director from voting or being present.

### **21 Proceedings of Directors**

#### **21.1 Directors' meetings**

- (a) The Directors may meet together for conducting business, adjourn and otherwise regulate their meetings as they think fit.
- (b) A Director may at any time, and the Secretary must on the written request of a Director, convene a meeting of the Directors.

#### **21.2 Questions decided by majority**

A question arising at a meeting of Directors is to be decided by a majority of votes of Directors present and entitled to vote, and that decision is for all purposes a decision of the Directors.

**21.3 Alternate Director and voting**

- (a) A person who is present at a Directors' meeting as an Alternate Director:
  - (i) is entitled to participate and vote in the appointor's place if the appointor would have been entitled to vote and does not participate in that meeting; and
  - (ii) has one vote for each person for whom they have been appointed as Alternate Director.
- (b) If that person is also a Director, then that person also has one vote as a Director in that capacity.

**22 Chairperson and deputy chairperson of Directors****22.1 Election of chairperson and deputy chairperson**

The Directors may elect from their number a chairperson and a deputy chairperson of their meetings and may also determine the period for which the persons elected as chairperson and deputy chairperson are to hold office.

**22.2 Absence of chairperson at Directors' meeting**

If a Directors' meeting is held and:

- (a) a chairperson has not been elected under clause 22.1; or
- (b) the chairperson is not present within 10 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act;

then the deputy chairperson, if elected under clause 22.1, must be the chairperson of the meeting or, if the deputy chairperson is not present, the Directors present must elect one of their number to be a chairperson of the meeting.

**22.3 No casting vote for chairperson at Directors' meetings**

In the event of an equality of votes cast for and against a resolution, the chairperson of the Directors' meeting does not have a second or casting vote, and consequently the resolution will not be passed.

**23 Alternate Director****23.1 Appointment**

- (a) Subject to the Corporations Act, a Director may appoint a person, with the approval of the Directors, to be an Alternate Director in the Director's place during such period as the Director thinks fit. The approval of the Alternate Director's appointment may be withdrawn by the Directors at any time.
- (b) Subject to the Corporations Act, an appointment of an Alternate Director must be effected by a notice in writing signed by the Director who makes or made the appointment, and delivered to the Company.

**23.2 Notice**

An Alternate Director is entitled to notice of all meetings of the Directors.

**23.3 Alternate Director's powers**

An Alternate Director may exercise all the powers of the appointor except the power to appoint an Alternate Director and, subject to the Corporations Act, may perform all the duties of the appointor except to the extent that the appointor has exercised or performed them.

**23.4 Alternate Director responsible for own acts and defaults**

Whilst acting as a Director, an Alternate Director:

- (a) is an officer of the Company and not the agent of the appointor; and
- (b) is responsible to the exclusion of the appointor for the Alternate Director's own acts and defaults.

**23.5 Alternate Director and remuneration**

An Alternate Director is entitled to receive from the Company any remuneration or benefit of the Director in whose place the Alternate Director is standing.

**23.6 Termination of appointment of Alternate Director**

The appointment of an Alternate Director may be terminated at any time by the appointor even if the period, if any, of the appointment of the Alternate Director has not expired, and terminates in any event if the appointor ceases to be a Director.

**23.7 Termination in writing**

The termination of an appointment of an Alternate Director must be effected by a notice in writing signed by the Director who made the appointment and delivered to the Company.

**23.8 Alternate Director and number of Directors**

An Alternate Director is not to be taken into account separately from the appointor in determining the number of Directors.

**24 Quorum for Directors' meeting**

- (a) At a meeting of Directors, the number of Directors whose presence in person is necessary to constitute a quorum is as determined by the Directors, and, unless so determined, is a majority of Directors holding office.
- (b) The Directors may act despite a vacancy in their number. If their number is reduced below the minimum fixed by clause 12.1, the Directors may, except in an emergency, act only for the purpose of filling vacancies to the extent necessary to bring their number up to that minimum or to convene a General Meeting.

**25 Circular resolutions of Directors**

- (a) The Directors may pass a resolution without a Directors' meeting being held in the manner set out in this clause.
- (b) A circular resolution is passed if each Director entitled to vote on the resolution signs a document containing a statement that they are in favour of the resolution set out in the document. Separate copies of a document may be used for signing by Directors if the wording of the resolution and statement is identical in each copy.
- (c) The resolution is passed when the last Director signs.



**26 Validity of acts of Directors**

All acts done at a meeting of the Directors or of a committee of Directors, or by a person acting as a Director, are taken as valid as if the relevant person had been duly appointed or had duly continued in office and was qualified and entitled to vote, even if it is afterwards discovered that:

- (a) there was a defect in the appointment or continuance in office of a person as a Director or of the person so acting; or
- (b) a person acting as a Director was disqualified or was not entitled to vote.

**27 Committees****27.1 Delegation to committees**

- (a) The Directors may delegate any of their powers, to a committee consisting of one or more Directors and such other persons as they think fit and may revoke the delegation at any time.
- (b) A committee to which any powers have been delegated under clause 27.1(a) must exercise those powers:
  - (i) in accordance with the terms and subject to any restrictions and any directions of the Directors; and
  - (ii) so as to be concurrent with, or to the exclusion of, the powers of the Directors,

and a power so exercised is taken to have been exercised by the Directors.

**27.2 Meetings of committees**

A committee may meet and adjourn as it thinks proper.

**27.3 Chairperson of a committee**

The members of a committee may elect one of their number as chairperson of their meetings. If a meeting of a committee is held and:

- (a) a chairperson has not been elected; or
- (b) the chairperson is not present within 10 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act;

then the committee members involved may elect one of their number to be chairperson of the meeting.

**27.4 Determination of questions**

- (a) Questions arising at a meeting of a committee are to be determined by a majority of votes of the members present and voting.
- (b) In the event of an equality of votes, the chairperson of the meeting does not have a casting vote.



## 28 Dispute resolution

### 28.1 Handling a dispute

Where there is a dispute, grievance or other disagreement between a Member and the Company, whether arising out of the application of this Constitution, the Rules or otherwise (**Dispute**), then either party must, prior to the commencement of any proceedings in a Court or Tribunal or before any authority or board, notify the other in writing of the nature of the Dispute, and the following must occur:

- (a) the Member and the Company must in the period of 14 days from the service of the notice of the Dispute (**Initial Period**) use their best endeavours to resolve the Dispute;
- (b) if the Company and the Member are unable to resolve the Dispute within the Initial Period, then the Dispute must be referred for mediation to a mediator agreed by the Member and the Company;
- (c) if the disputants are unable to agree on a mediator within 7 days of the expiration of the Initial Period, the Member or the Company may request the chairperson of Resolution Institute<sup>6</sup> to nominate a mediator to whom the Dispute will be referred;
- (d) the costs of the mediation must be shared equally between the Member and the Company; and
- (e) where:
  - (i) the party receiving the notice of the Dispute fails to attend the mediation required by clause 28.1(b);
  - (ii) the mediation has not occurred within 6 weeks of the date of the notice of the Dispute; or
  - (iii) the mediation fails to resolve the Dispute;

then the party serving the notice of Dispute will be entitled to commence any proceedings in a Court or Tribunal or before any authority or board in respect of the Dispute.

### 28.2 Urgent interlocutory relief

The procedure in clause 28.1 will not apply in respect of proceedings for urgent interlocutory relief.

## 29 Execution of documents

Documents executed for and on behalf of the Company must be executed by:

- (a) 2 Directors;
- (b) a Director and the Secretary; or
- (c) such other persons as the Directors by resolution appoint from time to time.

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<sup>6</sup> Resolution Institute is a not-for-profit organisation facilitating dispute resolution – further information can be found at [www.resolution.institute](http://www.resolution.institute).

**30 Accounts**

- (a) The Directors must cause proper financial records to be kept and, if required by a law, regulation or guideline applicable to the Company or otherwise considered by the Directors to be appropriate, cause the accounts of the Company to be audited or reviewed accordingly.
- (b) The Directors must distribute to the Members copies of the annual financial reports of the Company accompanied by a copy of the report of the auditor or reviewer (as required) and report of Directors in accordance with the requirements of a relevant law, regulation or guideline.

**31 Seals****31.1 Safe custody of common seals**

The Directors must provide for the safe custody of any seal of the Company.

**31.2 Use of common seal**

If the Company has a common seal or duplicate common seal:

- (a) it may be used only by the authority of the Directors, or of a committee authorised by the Directors to authorise its use; and
- (b) every document to which it is affixed must be signed by a Director and be countersigned by another Director, a Secretary or another person appointed by the Directors to countersign that document or a class of documents in which that document is included.

**32 Inspection of records****32.1 Inspection by Members**

Subject to the Corporations Act, the Directors may determine whether and to what extent, and at what times and places and under what conditions, the accounting records and other documents of the Company or any of them will be open to inspection by the Members (other than Directors).

**32.2 Right of a Member to inspect**

A Member (other than a Director) does not have the right to inspect any document of the Company except as provided by law or authorised by the Directors or by the Company in General Meeting.

**33 Service of documents****33.1 Document includes notice**

In this clause 33, a reference to a document includes a notice.

**33.2 Methods of service**

- (a) The Company may give a document to a Member or Director:
  - (i) personally;
  - (ii) by sending it by post to the address for the Member or Director in the Register or an alternative address nominated by the Member or Director;



- (iii) by sending it to an electronic address nominated by the Member or Director; or
- (iv) by any other method of service provided by the Corporations Act.
- (b) A Member or Director may give a document to the Company:
  - (i) by serving it on the Company at the Registered Office;
  - (ii) by sending it by post to the Registered Office; or
  - (iii) by sending it to the electronic address nominated by the Company.
- (c) A Member may elect to be sent notices of General Meetings and certain other documents that are required or permitted to be sent to a Member by the Company under the Corporations Act either in physical form; or in electronic form by notifying the Company of the election.
- (d) Except in relation to service of a document referred to in clause 9.15(f), a document is taken to be given:
  - (i) if it is sent by post, on the 3<sup>rd</sup> business day after the date of its posting;
  - (ii) if it is sent by electronic transmission:
    - (A) by properly addressing and transmitting the electronic transmission; and
    - (B) if the document is properly addressed and transmitted in accordance with clause 33.2(d)(ii)(A), on the day following its transmission; and
  - (iii) if it is given in any other way permitted under the Corporations Act, then when it is taken to have been given under the Corporations Act.

### 33.3 Evidence of service

A certificate in writing signed by a Director or a Secretary stating that a document was sent to a Member or Director by post or electronic transmission on a particular date is prima facie evidence that the document was so sent on that date.

## 34 Indemnity and insurance

### 34.1 Indemnity

- (a) The Company must indemnify any current or former Director, Secretary or executive officer of the Company or of a Related Body Corporate of the Company out of the property of the Company against:
  - (i) every liability incurred by the person in that capacity; and
  - (ii) all legal costs incurred in defending or resisting (or otherwise in connection with) proceedings, whether civil or criminal or of an administrative or investigatory nature, in which the person becomes involved because of that capacity;

except to the extent that:

  - (iii) the Company is forbidden by law (including the Corporations Act) to indemnify the person against the liability or legal costs;



- (iv) an indemnity by the Company of the person against the liability or legal costs would, if given, be made void by any law; or
  - (v) the person is entitled to be, and is actually, indemnified by another person (including an insurer under any insurance policy).
- (b) The indemnity is a continuing obligation and is enforceable by a person even though they are no longer a Director, Secretary or executive officer of the Company, or of a Related Body Corporate of the Company.

#### 34.2 Insurance

The Company may pay or agree to pay, whether directly or through an interposed entity, a premium for a contract insuring a person who is or has been a Director or Secretary or executive officer of the Company or of a Related Body Corporate of the Company against liability arising out of conduct by the person in that capacity (**Relevant Conduct**), including a liability for legal costs, unless:

- (a) the Company is forbidden by law to pay or agree to pay the premium in respect of the Relevant Conduct (whether or not the law applies in the particular case); or
- (b) the contract would, if the Company paid the premium, be made void by any law (including the Corporations Act).

#### 34.3 Contract

The Company may enter into an agreement with a person referred to in clauses 34.1 and 34.2 with respect to the matters covered by these clauses. An agreement entered into in accordance with this clause 34 may include provisions relating to rights of access to the books of the Company conferred by the Corporations Act or otherwise by law.

#### 35 Amendment to Constitution

- (a) Subject to clause 35(c), this Constitution may only be amended by Special Resolution.
- (b) While the Company is a registered charity under the ACNC Act, the Members must not pass a Special Resolution that amends this Constitution if passing it causes the Company to no longer be a charity.
- (c) Any modification of this Constitution takes effect on the date the Special Resolution is passed or any later date specified, or provided for, in the resolution.



**Schedule 1**

**Appointment of Proxy - (see clause 9.15(e))**

**CUC Southern Riverina Ltd**

**ACN XXX XXX XXX**

I/We, ..... (name)  
of ..... (address)  
being a member/members of the abovenamed Company hereby appoint  
..... (name)  
of ..... (address)  
or in their absence ..... (name)  
of ..... (address)  
as my/our proxy to vote for me/us on my/our behalf at the meeting of the members of the Company  
to be held on the ..... day of ..... 20 ..... and at any  
adjournment of that meeting.

**[TO BE INSERTED IF DESIRED]** This form is to be used in favour of / against the resolution  
(Strike out whichever is not desired)

**[INSERT DETAILS OF SPECIFIC RESOLUTIONS IF DESIRED]**

Signed: .....

Name: .....

Dated: .....

This notice must be returned to CUC Southern Riverina Ltd ACN XXX XXX XXX at:  
[ADDRESS/EMAIL ADDRESS/FAX No]  
by [TIME] on [DATE]  
**[INSERT SPECIFIC DETAILS ENSURING THAT THE TIME IS 48 HOURS BEFORE THE TIME FOR THE MEETING]**

REGIONAL NEEDS DASHBOARD

study to inform future locations for Regional University Centres<sup>1</sup> delivered to the Australian Government Department of Education, Skills and Employment on November 2021.<sup>2</sup> Department of Education Integrated Data Analytics team has updated data inputs, delivered to Regional Policy team August 2023.

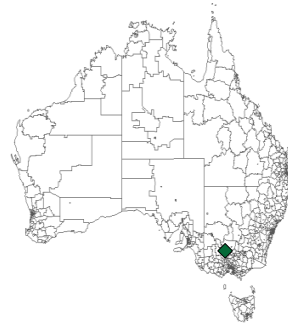
Moama  
NSW

CONTEXTUAL INFORMATION

Demographic and other key contextual information related to the region, including the broader SA3 region.

Regional information	
Population	6,900
Indigenous population	3%
Region size (sqkm)	167
Postcode (with largest population)	2731
Region type <sup>1</sup>	SA2
ARIA measure	Inner regional
Distance to nearest campus (km)	65

Education enrolments	
Higher education (all)	128
Higher education (online only)	55
VET (Cert IV and above, all)	510
VET (Cert IV and above, online only)	35



Broader region information (SA3)

Upper Murray exc. Albury	
Population <sup>8</sup>	43,400
Region size (sqkm)	28,232
HE enrolments (all) (2021)	944
HE enrolments (online only) (2021)	445

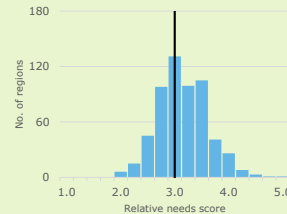
SA2 regions within broader SA3	In-scope? <sup>9</sup>
Corowa	No
Corowa Surrounds	No
Deniliquin	No
Deniliquin Surrounds	No
Moama	Yes
Tocumwal - Finley - Jerilderie	No

REGIONAL NEEDS RESULTS

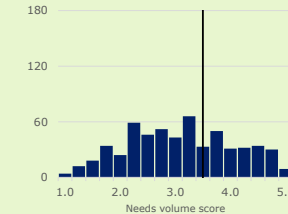
Summary of the key needs results, including the relative scoring of this region to all assessed regions. The overall score is a function of the 'relative needs' and 'needs volume' of a region. All regions receive an overall needs score, however, regions with an identified readiness threshold issue do not receive a ranking.

**Relative needs score** 2.9      **Needs volume score** 3.5      **Overall needs score** 3.1

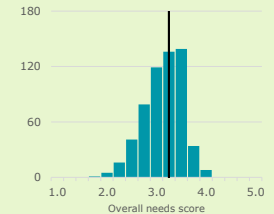
An assessment to determine the relative extent of a community's underrepresentation in access to and achievement of positive tertiary outcomes. Regions are assessed from largest relative need (5) to smallest relative need (1).



An assessment of total need or demand (i.e. volume) for Centre services within the region. Regions are assessed from largest volume (5) to smallest volume (1).



A weighted average of relative needs and needs volume to determine the overall needs score and ranking of a region. Regions are scored between highest need (5) and lowest need (1).



Needs ranking

Regions that do not have any readiness issues identified are then ranked by the overall needs score.

**Ranked 114 of 277 regions with no readiness issues identified. Total number of regions is 597.**

READINESS THRESHOLD

These factors inform the initial threshold considerations for the level of readiness for a community to establish a RUC, and the likelihood of success if a RUC is established.

No initial readiness issues identified

Measure	Value	Threshold <sup>2</sup>	Met? <sup>3</sup>
Population growth above minimum threshold	2.9%	-1.0%	Yes
Population size above minimum threshold	6,900	3,000	Yes
Population size below maximum threshold	6,900	50,000	Yes
Year 10 completions above minimum threshold	83.2%	75.0%	Yes
Existing RUC or university campus in region <sup>4</sup>	No	No	Yes
Nearest campus above minimum distance threshold (km) <sup>5</sup>	65	40	Yes

WEIGHTINGS

Weightings have been applied to the relative needs measures and overall needs scores.

Relative needs weightings <sup>6</sup>	
Access and participation	40%
Retention and experience	40%
Transition and outcomes	20%
Overall needs weightings <sup>7</sup>	
Relative needs	70%
Needs volume	30%

NEEDS MEASURES

The specific measures used to determine the overall needs score and ranking. Values for each measure are normalised between 1 (lower need) to 5 (higher need) to support comparisons between regions and aggregating multiple measures. The radar charts (right) present the normalised values for each measure: scores below average (inside the black circle) represent lower levels of needs, whereas scores above average (outside the black circle) represent higher levels of need.

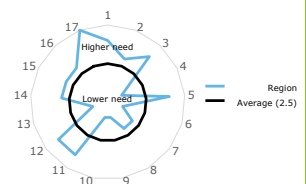
Relative needs measure	Theme	Value
1 Proportion of population enrolled in HE (2021)		1.7%
2 Proportion of population enrolled in VET (2021)		7%
3 Average growth in HE enrolments (2017-21)		1%
4 Average growth in VET enrolments (2017-21)	Access and participation	-3%
5 Proportion of Indigenous population enrolled in HE (2021)		1%
6 Proportion of Indigenous population enrolled in VET (2021)		24%
7 Proportion of population with a tertiary qualification (2021)		18%
8 Level of disadvantage (SEIFA deciles, where 1 = most disadvantaged) (2021)		5
9 Proportion of HE students that complete within 3 years (2018 cohort)		45%
10 Proportion of HE students that unenrol within 4 years (2018 cohort)	Retention and experience	21%
11 Average VET completion rate (2017-19)		65%
12 Average VET completion rate for Indigenous learners (2017-21)		79%
13 Proportion of HE graduates satisfied with overall experience (2017-21)		83%
14 Proportion of HE graduates gaining employment (2018-21)		77%
15 Proportion of HE graduates continuing further study (2018-21)	Transition and outcomes	82%
16 Proportion of HE graduating into relevant employment (2018-2021)		70%
17 Average growth in higher skilled labour demand (2015-22)		6%

Needs volume measures	Theme	Value
1 Total HE enrolments (online) (2021)	Direct current demand	55
2 Total VET enrolments (Cert IV and above and online) (2021)		35
3 Population (aged 15-64) (2021)	Direct latent demand	3,646
4 Population growth (2017-2022)		2.9%
5 Broader SA3 HE enrolments (online) (2021)	Indirect current demand	445
6 Broader SA3 VET enrolments (Cert IV and above and online) (2021)		204
7 Broader SA3 population (aged 15-64) (2021)	Indirect latent demand	23,613
8 Broader SA3 population growth (2017-22)		0.4%

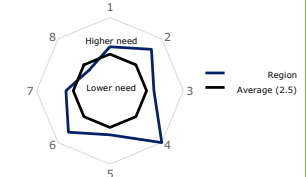
Normalised values

Values are normalised between 1 (lower need) and 5 (higher need) to better compare regions.

Relative needs measures



Needs volume measures



Additional notes:

- Region types are either 'SA2', 'Custom SA2' or 'SA3'. The different groupings are required to better reflect economic regions and compare geographic locations.
- Threshold - the level set for each readiness threshold measure that a region must pass in order to be considered in-scope for a Centre.
- Met? - Whether or not a region meets a readiness threshold.
- Campus - an existing campus is defined as either being an existing RUC campus or a higher education institution that offers over 5 subjects and has more than 100 full time students.
- Minimum distance - defined as the minimum distance in km between the region and an SA2 region with an existing university campus or RUC.
- Relative needs weightings - the weighting that is applied to the combined score of relative needs measures corresponding to their relevant indicator.
- Overall needs weightings - the weighting that is applied to all volume measures and all relative needs measures when calculating the overall needs score.
- SA3 population - the population of the broader SA3 region, excluding any metropolitan sub-areas.
- This table captures all the regions within the broader SA3 region (excluding any metropolitan sub-areas). 'In-scope' indicates whether a location is included in the dashboard analysis.

**9.5.3 2023 AUSTRALIAN DARTS OPEN - POST EVENT REPORT**

**File Number:** -

**Author:** Beck Hayward, Acting Manager Economic Development

**Authoriser:** Sarah Ryan, Director Community and Economic Development

**RECOMMENDATION**

That Council:

1. Approve - a contribution of \$10,000 to Darts Australia to run the 2024 Australian Championships and the Pacific Masters Tournament.
2. Not Approve - providing financial support to the 2024 Australian Darts Open event in Moama.

**BACKGROUND**

The 2023 Australian Championships and Australian Darts Open events saw the successful delivery of the third events as part of Council's three-year agreement with Darts Australia, to run these events in Moama.

In 2019, 2022 and 2023, the **Australian Championships and the Pacific Masters (AC&PM)** have been held at the Rich River Golf Club and the **Australian Darts Open (ADO)** has been held at the Moama Bowling Club.

***Event organisation***

The 2019 and 2022 **ADO** events were organised by Council's economic development team in partnership with Darts Australia. The 2023 event was organised by Darts Australia, with limited hands-on support from Council.

All three **AC&PM** events have been organised by Darts Australia.

***Engagement***

In 2022, the (combined ADO and AC&PM) events attracted 900 entrants spread over the 12 days of competition and the ADO attracted 1,200 spectators (it was free to attend). This provided a boost to overnight visitation in the region, during an off-peak winter period.

Participant and spectator numbers for the 2023 events are unknown.

***Cash contributions***

Council has provided the following contributions to the **Australian Darts Open** events over the last two years:

- 2019 - \$88,000
- 2022 - \$139,219 (including project management)
- 2023 - \$100,000



Council has provided the following contributions to the **Australian Championships and the Pacific Masters** events:

- 2019 - \$30,000
- 2022 - \$15,000
- 2023 - \$30,000

### Economic Impact assessment

The council undertook an economic impact assessment of the 2022 darts events, which estimated an economic impact to the local economy of \$2,787,600.

Based on the 2022 investment by Council and the estimated economic impact, the 2022 event generated *\$18.08 into the economy for every dollar of council's investment.*

**Economic impact (\$2,787,600) ÷ investment in 2 events (\$139,219 + \$15,000) = \$18.08**

Participant and spectator numbers for the 2023 events are unknown. An attendee survey and economic assessment were not undertaken following the 2023 events.

### DISCUSSION

Darts Australia have provided Council with a proposal requesting support for the Darts Australia events to be held in Moama in 2024 and beyond, seeking:

- \$15,000 to secure the Australian Championships and the Pacific Masters Tournament and.
- \$100,000 to secure the Australian Darts Open

Please find the proposal document attached.

To consider a financial investment for future Darts Events Council should consider ROI in comparison to the various other events Council supports:

<i>EVENT</i>	<i>COUNCIL CONTRIBUTION</i>	<i>ESTIMATED ATTENDANCE</i>
Barham: Bowls Victoria Over 60'S State Championships and Women's Country Carnival	\$12,500	1,600 people for 7 days 600 people for 5 days
Echuca Moama: Southern 80	\$12,000	100,000 people
Barham: Tennis Seniors Victoria ITF & Tri-State Series Tournament	\$6,000	240 people for 5 days
Barham: River Daze	\$4,000	1,200 people
Echuca Moama: Winter Blues	\$4,000	25,000 over 3 days
Echuca Moama: Perricoota Pop and Pour	\$4,000	5,000
Mathoura Speed Shear	\$2,000	1,200

When Council resolved to support the darts events, it was proposed that Council would not need to contribute financially to the events, as it was anticipated the \$100,000 could be raised through sponsorship. Council officers were unable to secure significant financial support for and it is not unexpected given the challenging few years businesses have been through with COVID-19 and the October 2022 flood event.

Council as a facilitator of investment attraction should provide seed funding to support events during their development and inception stages that become financially sustainable and do not require ongoing financial support.

The events have been a great success for both Darts Australia and the Echuca Moama community, bringing visitors to the region in an off-peak period and generating new economic activity. However, they have also come at a significant cost to Council. Due to Council's current operational deficit and drive to become sustainable (Sustainable MRC) and the economic development department closely considering which events are most cost effective to Council to provide the best return on investment, it is recommended that Council *not provide* a cash contribution to the Australian Darts Open.

Further, Council officers recommend a contribution of \$10,000 to the Australian Championships and the Pacific Masters Tournament which is more commensurate with contributions given to other local events.

The eco dev team are currently looking at investment in new event/s to attract them to the Murray River Council region. Council should consider seed investment for the first year and then the event/s should be expected to run at minimal cost to Council.

### **STRATEGIC IMPLICATIONS**

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

5.10 - Promote and grow tourism across the region - Growing Tourism across the LGA.

### **BUDGETARY IMPLICATIONS**

Darts Australia are seeking the following cash contribution from Council:

- \$15,000 to for the Australian Championships and the Pacific Masters Tournament, and
- \$100,000 for the Australian Darts Open

The existing economic development and tourism budget has funds available to support event organisers to deliver events within the Council footprint. Staff continually review and assess which events provide the best outcomes for the community and the best return on Council's investment.

Should Council approve the recommendation to fund the Australian Championships and the Pacific Masters Tournament with a \$10,000 contribution, this can be funded using economic development's existing events budget (assuming there is no change to this budget into FY25).

### **POLICY IMPLICATIONS**

Nil.

### **LEGISLATIVE IMPLICATIONS**

Local Government Act 1993.

### **RISK ANALYSIS**

- **What can happen?**

The Darts events may not proceed in 2024.

- **How can it happen?**

Darts Australia do not raise enough funds to deliver the event.

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

The local economy will not receive the benefits of these events.

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

Likely

- **Adequacy of existing controls?**

Adequate (Council has attempted to help source grants and sponsorship for the events)

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

## CONCLUSION

The darts events have been a great success for both Darts Australia and the Echuca Moama community, bringing visitors to the region in an off-peak period and generating new economic activity. However, they have come at a significant cost to Council.

Given Council's drive to become sustainable (Sustainable MRC) and the economic development departments close consideration of which events are most cost effective to Council and provide the best return on investment, it is recommended that Council *not* provide a cash contribution to the Australian Darts Open and provide a lesser contribution of \$10,000 to the Australian Championships and the Pacific Masters Tournament. A \$10,000 contribution is more commensurate with contributions given to other local events.

## ATTACHMENTS

1. **Darts Australia proposal to MRC re 2024 event support** [↓](#) 



MURRAY RIVER COUNCIL  
AUSTRALIAN DARTS OPEN  
AUSTRALIAN DARTS CHAMPIONSHIPS  
&  
PACIFIC MASTERS TOURNAMENT  
SPONSORSHIP PROPOSAL



The three-year agreement between Darts Australia and Murray River Council has concluded following another successful festival of Darts held in Moama in 2023.

The Festival of Darts comprises the Australian Championships, the Australian Darts Open, and the Pacific Masters events.

Darts Australia wishes to acknowledge and thank the Council for its unwavering support and investment in the event since 2019 despite a two-year hiatus due to COVID restrictions.

According to councils 2022 Case Study, the 2022 event contributed \$2.8 million to the local economy.

It can therefore be concluded that the event has contributed over \$8.3 million to Moama's economy over the three years of the agreement.

Players and officials regard the Moama Bowling Club and Rich River Golf Club as the best darts venues in Australia.

Darts Australia would like to extend its partnership with Murray River Council and cement Moama as **the** darts capital of Australia.



*The 'Venue' Moama Bowling Club*

The Australian Darts Open is the pre-eminent darts event in the Asia Pacific region. The event draws competitors from every state and territory in Australia, Europe, Japan, New Zealand, and the Asia Pacific region and is a World Darts Federation (WDF) Platinum event. One of only three such events in the world.

The Australian Championships is an opportunity for elite darts players, from all states and territories, to vie for the title of Australian champion and a place in the Australian National team.

The Pacific Masters is also an open competition and attracts players from around the world.

These prestigious events are held annually and comprise men's and women's events. The winners and finalists of each event accumulate points which determines each player's WDF

world ranking, which, in turn determines eligibility to compete at WDF tournaments around the world.

The Australian Championships and the Pacific Masters have been held at the Rich River Golf Club in Moama on three occasions in 2019, 2022 and 2023. Following the championships, the Australian teams, to compete at the world championships, are selected and announced in Moama.



*Australian Championships 2023, Rich River Golf Club*



*Opening Ceremony – Australian Championships 2023*

The Australian Open has been supported by and held at the Moama Bowling Club in the same years as the Australian Championships. Due to this tournament's WDF ranking, it has a substantial on-line and live streaming audience around the world.

In 2023 the event was streamed worldwide by My Sport Live. It was also streamed via the World darts Federation YouTube channel. You can watch the live stream here: [2023 Australian Darts Open Livestream » Darts Australia](#)

The World Darts Federation and the overseas audience has complimented Darts Australia on the exceptional quality of the event broadcast saying, "it is equal to or better than the coverage of the European circuit".

My sport Live reported over 109,000 visits and a reach of 112,943 and an average viewing time of 20:50 mins over the 4 days of the finals played at the Moama Bowling Club.

This level of international exposure is both fantastic for Echuca Moama and extremely economic and will result in an increase of first-time visitors over the next few years.

The Darts Open finals draw was also streamed live on the same channels. The draw was conducted by Darts Australian President, Kelvin James assisted by MRC Councillor Nikki Cohen and hosted by Richard Ashdown, a UK TV presenter on ITV 'Bull's Eye' games show.

The 2022 Australian Darts Open also won recognition at the National Economic Development Awards when Murray River Council was awarded the 'Economic Development Initiatives - Regions Under 15,000 Residents' award, Council was recognised for stimulating economic development activity in the region through coordination of the event.

It should be noted that the cost to present the Festival of Darts, in Moama, is more than \$230,000 and Darts Australia has never profited from these events.



*Finals Crowd 2023*

Following the 2022 'Festival of Darts' in Moama, MRC commissioned a 'Case Study' of the 2022 Australian Darts Open'. We believe that the information gleaned from the study was still relevant for the 2023 event.

The study reported the following:

#### Participation:

Facts
1425 people competed in/watched the Australian Darts Open
975 people competed in/watched the Pacific Masters
855 people competed in/watched the Australian Championships
Saturday afternoon was the most popular session with 1290 competitors/spectators
1455 visitors said they would attend again in 2023

#### Attendees:

Facts
1275 people were visitors to the region
1125 people stayed in Moama
150 people stayed in Echuca

#### Accommodation:

Facts
0 visitors stayed 1 night (0 nights)
51 attendees stayed 2 nights (102 nights)
89 attendees stayed 3-4 nights (312 nights average)
141 attendees stayed 5-6 nights (776 nights average)
828 attendees stayed 1-2 weeks (8694 nights average)
166 attendees stayed 2+ weeks (2324 nights average)
Total nights calculated to be: 12,208 nights with an economic value of: <b>\$1,831,200</b> (based on \$150 per night accommodation cost per person)

**Hospitality:** Of the 1500 event participants (competitors/spectators),

Facts
1,380 attendees dined in a café, restaurant, pub, or club during their stay.
41 attendees dined out 1 time (41)
110 attendees dined out 1-2 times (165 average)
649 attendees dined out 3-4 times (2272 average)
580 attendees dined out 5+ times (2900 average)

The total number of event attendee dining experiences were 5,378.

Facts
496 attendees had a combined spend of \$24,800
139 attendees had a combined spend of \$20,850 (based on average bill)
262 attendees had a combined spend of \$65,500 (based on average bill)
208 attendees had a combined spend of \$72,800 (based on average bill)
96 attendees had a combined spend of \$43,200 (based on average bill)
179 attendees had a combined spend of \$89,500 (based on average bill)
From the 1,380 diners there was an economic value of <b>\$316,650</b> .

**Shopping & Experiences:** Of the 1500 participants a large portion sought out other experiences within the region.

Facts
480 participants spent a combined \$24,000 on other experience (based on \$50 average spend)
330 participants spent a combined \$49,500 on other experience (based on \$150 average spend)
255 participants spent a combined \$63,750 on other experience (based on \$250 average spend)



150 participants spent a combined \$52,500 on other experience (based on \$350 average spend)
750 participants spent a combined \$337,500 on other experience (based on \$450 average spend)
225 participants spent a combined \$112,500 on other experience (based on \$500 average spend)
<b>The combined economic impact of shopping/other experiences was \$639,750.</b>

The economic impact of the 2022 Festival of Darts event on the Echuca Moama region is **\$2,787,600.**

The overall impact of the three-year partnership was an injection of **\$8,362,800** into the Echuca Moama economy. Council's investment of approximately \$345,00 showed a ROI of \$24.24 for every dollar invested. The investment and ROI were vital for the regions businesses and helped them recover from the COVID lockdowns.

### The Offer

Darts Australia invites council to continue this successful partnership in 2024 and beyond to receive the following benefits:

- ❖ Showcase Echuca Moama and the wider region to 1500 visitors/annum during, what is normally a very quiet period for visitation.
- ❖ Increase room night sales by over 12,000 room nights/event.
- ❖ Increase dining and general retail sales by \$1,000,000/event.
- ❖ Total boost to the local economy of \$2.8 million/annum.
- ❖ In addition, council will receive 20 VIP tickets to these events and an opportunity to address attendees and present trophies to the winners.

Murray River Councils investment would be:

- ❖ \$15,000 to secure the Australian Championships and the Pacific Masters Tournament and.
- ❖ \$100,000 to secure the Australian Darts Open

The events must be locked in as soon as possible and we would welcome the opportunity to discuss this offer further with you.

Please contact me at your convenience.

Kelvin James – President

Email: [presidentdartsaustralia@gmail.com](mailto:presidentdartsaustralia@gmail.com) or  
Phone: 0438 091 505

**9.5.4 SECTION 355 COMMITTEE MEETING MINUTES AS AT NOVEMBER 2023**

**File Number:** -

**Author:** Karen Buckley, Manager of Local Connections

**Authoriser:** Sarah Ryan, Director Community and Economic Development

**RECOMMENDATION**

That Council receive and note the November 2023 Section 355 Committees 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 25 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 Manager Local Connections will be responsible for working collaboratively 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**

3. Strategic Theme 3: A place of Liveable Communities

3.2 - Create and maintain safe and accessible community spaces that enhance healthy living and promote active lifestyles - Public buildings.

**BUDGETARY IMPLICATIONS**

Scope of committee financial transactions vary.

**POLICY IMPLICATIONS**

Murray River Council Section 355 Committee Policy (POL119).

Murray River Council Asset Management Policy (POL305).

**LEGISLATIVE IMPLICATIONS**

Local Government Act 1993.

**RISK ANALYSIS**

- **What can happen?**

Committees and Council fail to meet their 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?**

Several 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 and fixed term 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:

### Friends of Old Moama

REPORTS: Dave Dundee spoke to Mary re moving back into the Captains Cottage. This will take place on Friday October 27th. The removalist will be Brett Hannan and they will also move the Family History group back into the OTS.

### Barham School of Arts Hall

The Reception Room and Hall have had multiple bookings in the last couple of months.

### Kyalite Progress Association

Treasurer – Simone Carmichael has advised the group that she has resigned from the treasurer/secretary position. Gavin Spinks has nominated Lauren Standen as new committee member and to replace Simone in the roll of secretary and treasurer Andrew Bowring moved Jenny Brooks 2nd.

Anne Crowe has been looking into the Strategic master plan info Kyalite village rubbish service and has forwarded the plan onto relevant council to gain further movement.

Communications have also been noted as an issue in the strategic plan. Anne has forward this issued onto Sarah Ryan (Director Community and Economic Development) specifically around Telstra phone service.

**ATTACHMENTS**

1. **Meeting minutes - Friends of Old Moama - Oct 2023** [↓](#) 
2. **Meeting minutes - Barham School of Arts Hall - October 2023** [↓](#) 
3. **Meeting minutes - Kyalite Progress Association - Oct. 2023** [↓](#) 

## Friends of Old Moama

### MINUTES

**Date: Tuesday October 3<sup>rd</sup> 2023 at old Council Building 6 Meninya St Moama**

**TIME: 10.00 AM**

**PRESENT:** Mary Ledwidge, Brian Ellis, Eric McConachy, Judy McCleary, Sue Shaw, Nikki Cohen, Karen Buckley, Kim Biggs

**APOLOGIES:** Shirley Durrant,

**MINUTES OF THE PREVIOUS MEETING:** The minutes of the previous meeting held on **Tuesday September 5<sup>th</sup> 2023** as circulated were taken as read.

**Moved by** Brian Ellis and **Seconded by** Judy McCleary **Carried**

#### **BUSINESS ARISING :**

1. Grants for replacement of flood damaged items; we can apply for replacement items through the Community Grants program that is available at the moment. Nikki encouraged both FOOM and the Family History group to apply. There is \$30,000 available and individual applications can receive up to \$3,000. Nikki will send links to both Sue and Judy. Sue and Mary will work on the application. Sue submitted an application. No response yet.
2. New Membership. Another possibility for new membership is to set up a Face book page.
3. **REPORTS:** Dave Dundee spoke to Mary re moving back into the Captains Cottage. This will take place on Friday October 27<sup>th</sup>. The removalist will be Brett Hannan and they will also move the Family History group back into the OTS.
4. Mary sent our meeting dates information to Melinda Barrett as requested.
5. **St James Church** to be auctioned on November 18<sup>th</sup>. Suggestion that the bell tower be relocated to the Moama Cemetery; To activate this we need to send letters to the Murray River Council and the Moama Cemetery Trust. Liaising with the Cemetery Trust at the moment and talking to the real estate agent.

#### **FINANCIAL STATEMENT - 1 SEPTEMBER to 30 SEPTEMBER 2023**

**Sent by email from Shirley**

**Opening balance:** **\$3002.36**

**Income:**

**Interest:** **\$ 0.03**

**Red Mail Box**

**Membership**

**Total Income**

**Bank Statement: Closing balance** **\$3002.39**

**Moved by** Judy McCleary and **seconded** Eric McConachy **Carried**

**CORRESPONDENCE: August 2023 - Secretary**

**Inward correspondence:** Email from Nikki Cohen providing the Community Grants Program link

**Outward Correspondence:** None

**Moved by** Eric McConachy and **Seconded** by Brian Ellis **Carried**

**GENERAL BUSINESS**

1. Karen Buckley spoke about her role of managing the 355 committees under the local government act. In relation to FOOM she was appointed to manage the Captain's Cottage, the OTS and Maidens Punt. Karen is the point of contact to the council and to MRC staff such as Dave Dundee and others, so that she can manage their workload. Karen suggested the group write an email to her at kbuckley@murrayriver.nsw.gov.au about the Jinker shed project with details of what is required. There was some discussion about existing previous plans and Mary thought that we should have them in our files.
2. Kim Biggs spoke about The 'Lights Doors Open' programme. Funding from this program could be used for plans. For example a quote from a qualified person. This would require a brief from this group with dot points about requirements. Kim would advise on funding and earlier plans for the shed. Early next year Kim will meet with the group to have a session about how the group should be properly constituted.
3. Brian Ellis talked about the FHG excursion to the Perricoota Woolshed and Womboota, and the historical significance of both places.

**MEETING CLOSED at 11.05 am.**

**NEXT MEETING Tuesday November 7th at 10 am AT THE CAPTAIN'S COTTAGE.**

**BARHAM-KOONDROOK SCHOOL OF ARTS COMMITTEE MEETING****SECTION 355 LGA BARHAM SCHOOL OF ARTS HALL REPORT:****MEETING OF 9<sup>th</sup> October 2023**

**Meeting commenced about 8.10 pm.**

**PRESENT:** *CHAIR:* T Barker, G Barker, J Boyd, D Agelakis, R Millar, A Millar, R Daws, G Cook, J Whelan, A Mathers, G Minnis, B Rash.

**John Boyd**

- Advised that in his opinion Karen Buckley's report at the last meeting in September was very informative.
- The Reception Room and Hall have had multiple bookings in the last couple of months.
- A major concern is that there has been no income recorded in the financial statements since the end of June.

**G Barker**

Very concerned that there have been 2 outward transactions (one only identified with a code) and no income recorded in the SOA Spreadsheet report from the Moulamein Office. Considering the number of bookings in this period, this is an anomaly that needs sorting. He will follow up on this.

**Meeting Finished about 8.20 pm**

## Meeting Agenda

### Kyalite Progress Association Committee

**Thursday 26th October 2023**

**Location:** Kyalite Pub

**Time:** 7.06

Chair- Gavin Spinks

Minutes Officer – Lauren Standen

1. Opening of Meeting & Attendees:

Gavin Spinks  
Lauren Standen  
Anne Crowe  
Jim Crowe  
Paul Haley  
Shane Briggs  
Andrew Bowring  
Jenny Brooks  
Ken Brooks

2. Apologies – John Standen, Josh Standen, Greg Rae, Sally Rae, Simone Carmichael, Karen Buckley.

3. Minutes of meeting held on Tuesday 20<sup>th</sup> June 2023

Acceptance of minutes as true and correct – Moved Andrew Bowring 2<sup>nd</sup> Paul Haley.

4. Treasurer – Simone Carmichael has advised the group that she has resigned from the treasurer/secretary position.  
Gavin Spinks has nominated Lauren Standen as new committee member and to replace Simone in the roll of secretary and treasurer Andrew Bowring moved Jenny Brooks 2<sup>nd</sup>. Andrew Bowring move and Jenny Brooks 2<sup>nd</sup> for Lauren to have access to banking

Brief look over financial reports as provided by Gavin Spinks. Payments made to origin energy and Xero accounting and Windlab grant money has been received. More clarification needed from Simone regarding what has been spent out of the Riverside Project and what is still available.

Moved Paul Hayley 2<sup>nd</sup> Ken Brooks

Action: Lauren to follow up how to get added as authorised user on bank account and remove Simone.

5. Correspondence - Gavin has been in contact in contact with Anne Crowe regarding the condition report. Further information below in actions.



6. Actions from previous minutes

6.1 Gavin to contact Anne Crowe to get a copy of the Kyalite Hall condition report- Email attached and condition report recommendation is to demolish the building. Roughly \$1000 supplied to committee to maintain the hall. Consensus from previous discussion around maintaining the hall was that the need for the hall was diminishing and was passed onto the Murray Shire to look into the amount required to maintain/improve the building to a usable level. Is the local pub now the community focus. If the hall was to go, what happens to the land. Community to give this all some thought.

Action- Lauren to send a copy of the condition report out with meeting minutes.

6.2 Those not in attendance to confirm their membership. Completed

6.3 Mon to report on unallocated donor funds for the riverside project. (See attached). Need a more completed spreadsheet and summary of current financial standing for project.

6.4 Town Water Feasibility Study - Simone & Andrew to compile a list of possible consultants. Simone to contact each stipulating a pre-quote meeting to familiarise prospective consultants with the current and proposed water requirements.

Action Andrew to email and detailed report on the current water feasibility study to be disseminated amongst the committee.

Action Gavin to contact Balranald shire re meeting Aug 15 stronger communities grant for toilet block.

Action – Gavin to also contact Balranald Shire regarding the pontoon at the boat ramp that has become disconnected during last years floods.

Action- Gav to also follow up general waste bins for the boat ramp.

7. General Business

Anne Crowe, has been looking into the Strategic master plan info Kyalite village rubbish service and has forwarded the plan onto relevant council to gain further movement.

Communications have also been noted as an issue in the strategic plan.

Anne has forward this issued onto Sarah Ryan (Manager of Economic Development and Tourism Murray River Council) specifically around Telstra phone service.

Ken asked the questions regarding Christmas, what are we going to do for the kids. It was noted that the past few years the pub has put on a Christmas lunch with Santa coming for the kids. Follow up re pub.

Ken suggested some fundraiser. Friday night raffle. Possible voucher for meat on market a prize.

Action - Correspondence to managers and directors regarding running a Friday night raffle. Who is interested.

Big thankyou to Simone for her invaluable work over her time with the progress association.

**9.5.5 2023 MOAMA LIGHTS - POST EVENT REPORT**

**File Number:** -

**Author:** Beck Hayward, Acting Manager Economic Development

**Authoriser:** Sarah Ryan, Director Community and Economic Development

**RECOMMENDATION**

That Council resolve to:

1. Renew the Corporate Sponsorship Agreement between Transgrid and Murray River Council for the delivery of the 2024 Moama Lights event and delegate authority to the CEO to negotiate the terms of the renewed agreement and sign the contract documents.

Or

2. Not renew the Corporate Sponsorship Agreement between Transgrid and Murray River Council for the delivery of the 2024 Moama Lights event and delegate authority to the CEO to terminate the agreement, and either:
  - a. Council contributes the required funding and runs the 2024 event; or
  - b. Council does not contribute the required funding to the event, cancels the contract with Mandylights and cancels the 2024 event.

**BACKGROUND****2023 Moama Lights post event overview.**

Moama Lights, returned in 2023 for a third year to light up the Murray in Echuca Moama each Thursday - Sunday from 30 June – 23 July. The festival, celebrating art and light, again offering an immersive sound and light trail, building on the strong foundations of the two years prior.

The walking journey through Horseshoe Lagoon focused on the elements of air, fire, water and earth and was split into seven zones, which told an interactive story. In addition to the state-of-the-art installations, this year's event also featured an outdoor ice-skating rink, the American Hotel beer garden, food trucks and kids' entertainment.

An unexpected high river and flooding of the lagoon forced the immediate cancellation of Moama Lights on Thursday 6 July, only a week into the festival.

As at the date of cancellation, 9,168 tickets had been sold, 3147 guests had attended so far, and tickets had to be refunded.

There were 28,950 tickets available for sale, and opening weekend sold out, the event was predicted to be a significant success.

While the sound and light show was cancelled as a safety precaution, elements of the festival were able to proceed including the ice-skating, American Hotel beer garden, food trucks, entertainment and other various attractions.

**Event Sponsors**

- Creative partner - Mandylights;
- Platinum partner - Transgrid;
- Gold partner - Moama Bowling Club;
- Silver partner - Rich River Golf Club and The American Hotel

- Bronze partners - Border Inn Hotel, McDonalds Moama and Echuca Moama Accommodation Association;
- In-kind event partners - Riverine Herald, EDGE FM, Decentralised Demountables, and Northern Hire Group.

### Event Promotion

Moama Lights 2023 was promoted via paid media to the immediate geographic region of, and around, Echuca Moama for local visitation. In addition, to support tourism and economic goals, the event was further promoted throughout Victoria, as well as areas of NSW. Areas of focus included Melbourne, Geelong, Ballarat, Bendigo and Shepparton, in Victoria and Wagga, Albury, Griffith, and Deniliquin in NSW.

Progressive PR & Communications delivered a bespoke public relations campaign spanning from March – June 2023, focusing on generating positive news stories as well as driving ticket sales and attendance. Media coverage success spanning from 3 April – 5 July was monitored by iSentia media monitoring with an approximate audience reach of 7,315,490 via traditional media coverage. The advertising space rate of this reach is **valued at \$3,548,351**.

An above the line media plan was also developed and developed and focused on areas targeted in 2022 which included Ballarat, Geelong and Melbourne regions (also building on the brand campaigns run in these areas by Echuca Moama Tourism), and to promote extended stays, as well as the closer regions of Shepparton, Bendigo and Deniliquin.

The media campaign saw an investment of \$40,308+GST, which was delivered over two key periods being March – April 2023 (Early Awareness/Ticket Sales) and May 2023 (Get Your Tickets/ Don't Miss Out).

### Event Organisation

The nights of the event that were able to proceed, ran very smoothly. During the event planning phase, staff worked hard to make various improvements to the event set-up and processes and were very pleased with the smooth operation of the event.

The community provided feedback that the communication and processes around the event's cancellation also ran smoothly.

### Survey Results

A customer survey and economic impact report was undertaken on the 2023 event, however it was slightly modified from previous years, given the event was cancelled after three (of the fifteen) nights.

The survey received 797 responses, with 38% of these attending the event. Of those respondents who did not attend the event, 91% had tickets but could not attend due to its cancellation.

47% of respondents were visitors to the region, of these, 47% were from regional Victoria and 26% from Melbourne, with 16% being from regional NSW.

77% of respondents said Moama Lights was the main reason for their visit.

Below are some positive testimonials from attendees:

- Totally devastated, it had to be cancelled. Glad I got to see it. Onwards and upwards for next year.
- Our 5-year-old daughter still talks about the Moama Lights from the first time we visited. A wonderful attraction for the area, and a great family evening for all ages
- I went to the last light festival and found it to be a fantastic experience can't wait to go again next year.
- The Moama Lights festival was an amazing display, family friendly and very well executed with the option to spend a weekend visiting other places in and around Echuca/Moama, an excellent excuse for a lovely weekend away.

- This was my first time going to the Moama Lights. I would love to bring the grandchildren next time. A lovely walk & beautiful set up.
- The Moama Lights Festival was a beautiful celebration of amazing country and a phenomenal community. It just felt right to experience so much joy after a period of sadness and the festival should be so proud of this event.
- Moama Lights 2023 was outstanding, even with the little bit of rain we experienced we thoroughly enjoyed listening to the stories and seeing all the different displays as we wandered through horseshoe lagoon. A night to remember Moama Lights 2023 was outstanding, even with the little bit of rain we experienced we thoroughly enjoyed listening to the stories and seeing all the different displays as we wandered through horseshoe lagoon. A night to remember.

Further information on the survey results, campaign strategy, media overview, campaign data and economic impact can be found in the attached documents.

## DISCUSSION

### 2024 event

In 2021, Council resolved to appoint a creative and production partner to design and present the Moama Lights event annually. Mandylights were the successful contractor appointed to create and produce Moama Lights for a five-year term from 2022 through to 2026. It was always a risk that demand for tickets could be less than the event budget however the event has proved to be hugely successful with locals and visitors alike returning year on year.

Staff are well underway organising the 2024 event, which will be held **5 July – 28 July 2024**. The last weekend of the 2024 event will be held at the same time as the Echuca Moama Winter Blues Festival, bringing benefits to both events and opportunities for the events to collaborate.

Due to the devastating impacts of the COVID-19 pandemic, the October 2022 flood event and the cancellation of the Moama Lights 2023 event due to unprecedented high-water levels on the Murray, the 2024 event will provide a welcome economic impact to our local community.

Moama Lights is a not-for-profit event, with all funds raised through sponsorships and the sale of entry tickets reinvested into the costs associated with delivery of this major event. With the devastating cancellation of the 2023 Moama Lights and the additional costs incurred during bump out, the event fund will not offset the costs of delivering the event in 2024.

Council officers have prepared a projected budget for the 2024 Moama Lights event. *Without the generous financial support of our partners, the event will not break even.*

### Transgrid sponsorship

Transgrid runs a corporate sponsorship program, which promotes diversity and inclusion to drive sustainable change through communities in NSW and ACT. Transgrid support is tied to four key pillars including social wellbeing, cultural heritage, environment, and education. These pillars are aligned with the values of the Moama Lights event.

Transgrid has partnered with Murray River Council for the 2022 and 2023 Moama Lights events with generous financial sponsorship to offset the costs of delivering the event. The current Transgrid Corporate Sponsorship Agreement for Moama Lights provides for an extension for a further term of one year. Transgrid have advised Council that it wishes to renew this Agreement for a further term of one year.

Council support is requested to partner with Transgrid to enable delivery of the 2024 Moama Lights event. Council should consider:

1. Due to the cancellation of the 2023 event, *without* the generous financial support of our partners, the 2024 event will not break even. This means either Council funds would be needed to deliver the event, or the event may have to be cancelled.

2. **Should Council decide to *not* run the event, there will likely be financial consequences to break the Mandylights five-year agreement early, after just two years. This amount is yet to be negotiated.**
3. Council should consider the significant benefits Moama Lights brings to the region, including social benefits, economic benefits and exposure of the destination to new markets. The 2021 and 2022 events combined generated **in excess of \$18M in economic activity** to the local economy, as well as significant marketing exposure for the destination, at little cost to Council.
4. Transgrid runs a corporate sponsorship program and has funds to give to communities, if Council declines this sponsorship funding, it will be given to an alternative community.
5. It should be noted that Transgrid did not decide to build the VNI West project, the State and Federal Governments have just awarded the tender to Transgrid to deliver the infrastructure for the project.
6. Council should also consider the operating deficit being experienced by Council and its ability to restore long-term financial sustainability. To restore long term financial sustainability, Council will need to review its current commitment to service levels across our community. Without continued financial support from our event partners, it is unlikely Council will be able to continue to deliver the Moama Lights event (without contributing Council funds).

### STRATEGIC IMPLICATIONS

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

5.10 - Promote and grow tourism across the region - Growing Tourism across the LGA.

### BUDGETARY IMPLICATIONS

The cancellation of the 2023 event after just three (of fifteen) nights meant a significant loss of revenue (ticket sales and merchandise sales) and it also meant increased costs (emergency works to evacuate the site urgently, as well as site re-establishment costs) were incurred. This impacted the event's ability to cover costs, as well as generate funds to be put towards future events.

Moama Lights is a not-for-profit event, with all funds raised through the sale of entry tickets reinvested into the costs associated with delivery of this major event.

A projected budget has been set for 2024, which looks to break even if the same event partner financial support as previous years, can be achieved.

Should Council decide to *not* run the event, there will likely be financial consequences to break the Mandylights five-year agreement early.

### POLICY IMPLICATIONS

Nil.

### LEGISLATIVE IMPLICATIONS

### RISK ANALYSIS

- **What can happen?**  
Natural disasters, extreme weather and pandemics can disrupt the event.
- **How can it happen?**  
Weather patterns are becoming more extreme.
- **What are the consequences of the event happening?**  
Reduced ticket sales.
- **What is the likelihood of the event happening?**

Unlikely

- **Adequacy of existing controls?**

Adequate, the event is an all-weather event, except in extreme circumstances.

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

Prepare for various scenarios.

## CONCLUSION

It was extremely unfortunate that the 2023 Moama Lights event had to be cut short due to unprecedented and unpredictable high-water levels of the Murray River.

The opening weekend (which was sold out) ran very smoothly and there were strong ticket sales including a sell out for the beginning of the second weekend of the festival.

There was significant media interest and an enormous increase in the value of earned media year on year.

It is likely the entire 2023 event would have sold out. This is a fantastic result for an event in its third year.

Following the event's cancellation, the overwhelming feedback from locals and visitors alike was disappointment, however there was significant enthusiasm for the 2024 event.

Council should consider the significant benefits Moama Lights brings to the region, including social benefits, economic benefits, and exposure of the destination to new markets.

Council should also consider the operating deficit being experienced by Council and its ability to restore long-term financial sustainability. To restore long term financial sustainability, Council will need to review its current commitment to service levels across our community. Without continued financial support from our event partners, Council may not be able to continue to deliver the Moama Lights event.

## ATTACHMENTS

1. **2023 Moama Lights post event report**  
2. **2023 Moama Lights post event survey results (under separate cover)** 



# MOAMA LIGHTS

LIGHTING UP THE MURRAY

30 JUNE – 23 JULY 2023

## A CASE STUDY

VALUE OF THE EVENT TO OUR ECONOMY



# PARTNERS

## Special thanks to our event partners

Moama Lights would not be possible without the passionate and generous support of our event partners. We recognise them for their ongoing efforts championing our region and for embracing our commitment to Light up the Murray in Echuca Moama.



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# EVENT OVERVIEW

## Moama Lights, returned for a third year to light up the Murray in Echuca Moama each Thursday - Sunday from 30 June – 23 July 2023.

The festival, celebrating art and light, again offering an immersive sounds and light trail, building on the strong foundations of the two years prior.

The walking journey through Horseshoe Lagoon focused on the elements of air, fire, water and earth and was split into seven zones, which told an interactive story.

Transported from the get-go, guests crossed the bridge into a theatrical sea of blue entering into the first of the elements, air, and were welcomed to Yorta Yorta land with an Acknowledgement of Country and narration of 'Spiritual Song of the Aborigine' by Hyllus Noel Maris.

Visitors were then taken to a place beneath the southern skies, where a striking laser and light show produced a winter's night sky imitating Aurora Australis. Transitioning from air to land, the trail then led guests to fire's warming embrace with several bonfire light structures scattered throughout the scrub inviting sightseers to sit and stay as they listen to local bush stories, tales of droving and legends of the past.

Lightning and rain replace the warmth of the campfire as visitors headed into the eye of the storm, brought to life by a soundscape of thunder, wind and rain. As always, the storm subsided, and the serene beauty of the Murray River was revealed, emphasised through cascading light displays and enchanting soundtracks that reflect the community spirit of the region.

The grand finale showcased earth's landscape giving rise to flourishing fauna and flora. With native animals designed and created by local school students, as well as huge inflatable flowers, the finale immersed visitors in the magnificent beauty of the bush one last time.

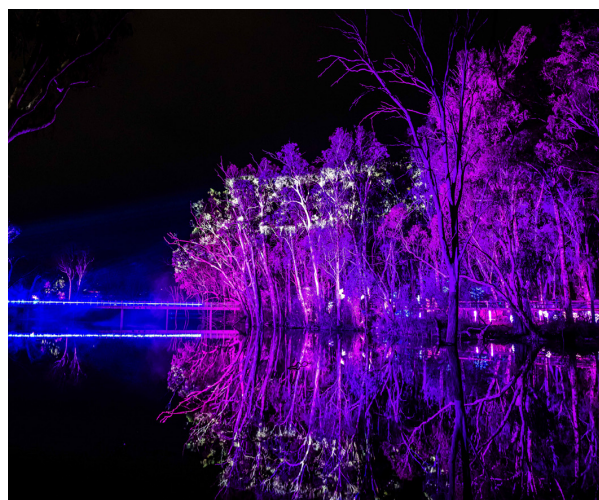
In addition to the incredible state-of-the-art installations, this year's event also featured an outdoor ice-skating rink, the American Hotel beer garden, food trucks and kids' entertainment. Those keen to get their skates on were able to do so from the Kerrabee Soundshell, with online booking available.

### Severe wet weather, and a significantly rising Murray River, forced the immediate cancellation of Moama Lights on Thursday 6 July, only a week into the festival.

As at the date of cancellation, 9,168 tickets had been sold, 3147 guests had attended so far, and tickets had to be refunded.

There were 28,950 tickets available for sale, and opening weekend sold out, to the event was predicted to be a significant success.

While the sound and light show was cancelled as a safety precaution, elements of the festival were able to proceed including the ice-skating, American Hotel beer garden, food trucks, entertainment and other various attractions.



# CAMPAIGN STRATEGY

Moama Lights continued build on the accolades and critical acclaim received following its inaugural year in 2021, winning Bronze in the Festivals and Events category at the NSW Tourism Awards. The event was also named as a finalist in the Creativity and Culture category of the National Local Government Awards.

The 2022 event sold over 25,000 tickets. It was on track to repeat this in 2023 with a sell-out opening weekend, and over 9,000 tickets sold, before a rising river and water entering the event arena, forced the cancellation of the event.

Moama Lights 2023 was promoted, via paid media, to the immediate geographic region of, and around, Echuca Moama for local visitation. In addition, to support tourism and economic goals, the event was further promoted throughout Victoria, as well as areas of NSW. Areas of focus included Melbourne, Geelong, Ballarat, Bendigo and Shepparton, in Victoria and Wagga, Albury, Griffith, and Deniliquin in NSW.

- A media preview was held ahead of the official opening of the event and was attended by local media representatives.

Progressive PR & Communications delivered a bespoke public relations campaign spanning from March – June 2023, focusing on generating positive news stories as well as driving ticket sales and attendance. Media coverage success spanning from 3 April – 5 July was monitored by iSentia media monitoring with an approximate audience reach of 7,315,490 via traditional media coverage. The advertising space rate of this reach is valued at \$3,548,351.

An above the line media plan was also developed and developed and focused on areas targeted in 2022 which included Ballarat, Geelong and Melbourne regions (also building on the brand campaigns run in these areas by Echuca Moama Tourism), and to promote extended stays, as well as the closer regions of Shepparton, Bendigo and Deniliquin.

The media campaign saw an investment of \$40,308+GST, which was delivered over two key periods being March – April 2023 (Early Awareness/Ticket Sales) and May 2023 (Get Your Tickets/ Don't Miss Out).



# EARNED MEDIA OVERVIEW

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Murray River Council, supported by Progressive PR & Communications coordinated extensive earned media attention generating coverage of both Moama Lights and travel/visitor aspirations, and action, for the entire Echuca Moama region.

Key highlights of this coverage includes:

The PR campaign, pre cancellation (April 3 – July 5) reached a total approximate audience of 7,315,490 through traditional monitored media coverage which gleaned an advertising space rate (ASR) of \$3,548,351. In total after the cancellation of the festival the PR campaign generated a total approximate audience of 8,202,245 and a collective ASR of \$3,631,229.

## HERALD SUN

### [Covid's bright spot just keeps shining on - 10 June 2023](#)

*"A regional festival of lights born out of necessity because of pandemic restrictions has blossomed into a major attraction in its own right.*

*The third Moama Lights event will be held in Horseshoe Lagoon this winter, bringing a tourism and economic spark to the Murray communities.*

*The exhibition of light and sound will be held every Thursday to Sunday from June 30 to July 23. "*

### [Fanning Festival Flames - 8 June 2023](#)

*"From exhilarating fire twirling shows, colourful neon displays, inspiring art installations and magical live performances, there are exciting winter festivals and events popping up all over the state.*

*Rug up in your winter woollies and embrace the many sights and sounds of festivals across Victoria, whether it be in the heart of the Melbourne CBD where you can warm up at Firelight Festival or take a road trip to explore the beautiful countryside at one of the many regional events."*

## CANBERRA TIMES (AND ACM TITLES)

### [Light Touch - 23 May 2023](#)

*"These winter festivals are about to illuminate different parts of Australia."*

## SUNDAY HERALD SUN

### [It's glow time | 21 May 2023](#)

*"Pop on your coat and look on the bright side these captivating light experiences are absolute dazzlers."*

## SUNDAY MAIL ESCAPE

### [Find your festival tribe - 30 April 2023](#)

*"Fabulous festivals to light up winter*

*If you've got a hobby, an interest or a special enthusiasm, Alex McClintock has a fabulous Australian festival for you*

*Whether it's a local street party or a giant open-air rock concert, there's nothing quite as joyous as being in a festival crowd and realising the people surrounding you are your people. They're there because they love the exact same things you love."*

# PAID MEDIA OVERVIEW

The Moama Lights advertising campaign was a two wave approach with early ticket sales advertised in March-April 2023 for early adopters, and then a second push advertised in May, targeting those who prefer to plan closer to events.

The paid media plan included regional and metropolitan Melbourne targeting across television, radio and digital platforms. Print advertising in the Riverine Herald and social media amplification was arranged at a local level by Murray River Council.

## Television Advertising

Station	Spots Booked	Spots Received	Investment	Value
Win Griffith	144 x 30 & 15 second adverts	808 x 30 & 15 second adverts	\$3000+GST	\$15,800+ GST
Prime Bendigo*	85 x 30 & 15 second adverts	74 x 30 x 15 second adverts	\$4000+GST	\$6,914+GST
Prime Ballarat*	106 x 30 & 15 second adverts	63 x 30 x 15 second adverts	\$4500+GST	\$8,061+GST
Prime Shepparton*	87 x 30 & 15 second adverts	42 x 30 x 15 second adverts	\$1500+GST	\$2,824+GST
Prime Wagga	89 x 30 & 15 second adverts	117 x 30 x 15 second adverts	\$2000+GST	\$5,493+GST
Prime Albury*	91 x 30 & 15 second adverts	62 x 30 x 15 second adverts	\$2000+GST	\$4,364+GST
7 Mate	0	484 x 15 & 30 second adverts	0	\$9,924+GST
7 Flix	0	762 x 15 & 30 second adverts	0	\$35,670+GST
<b>Spot Total</b>		2,429 x 15 & 30 second adverts		\$89,973+GST

## Radio Advertising

Tickets On Sale Now radio advertising campaign ran across Melbourne, Ballarat, Bendigo, Shepparton and Echuca in Victoria, and Deniliquin, Albury, Griffith and Wagga Wagga in NSW.

Melbourne radio activity on Fox and Triple M included Breakfast advertisements as well as a Drive Traffic, delivering \$20,296 in value for a \$10,148 investment. The campaign gross impact was 2,724,000 listeners with an average frequency of 2.524

Regional radio across Triple M radio stations in Bendigo, Shepparton, Albury, Griffith and Wagga also over delivered.

## Digital Advertising

Digital campaign activity ran throughout March – June targeting the same geographic regions as the radio and television activity, via digital display advertising and YouTube pre-rolls. The total reach (impressions) were 18,311,482.



# CAMPAIGN DATA

## River Country web statistics (1 Mar – 15 July)

- Moama Lights page received 23,827 sessions (19,023 new users) with an average duration session of 00:03:30.
- 28.78% of page traffic came from the Melbourne area
- 5.32% of page traffic was generated via Facebook
- The highest page referrer, outside of Google and social media, was Timeout at 6.34%

## River Country social media statistics (1 Mar – 15 July)

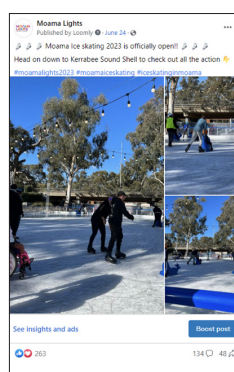
- Facebook reach of 123,557
- Instagram reach of 15,533
- Increase in likes/followers of 156.5% (118 people)
- Core audience: Female, 35-54, Melbourne

## Moama Lights social media statistics (1 Mar – 15 July)

- Facebook reach of 378,029
- Instagram reach of 56,789
- Increase in likes/followers of 275% (1189 people)
- Increase in Facebook page visits of 1.9K% (40,204 visits)
- Increase in Instagram page visits of 1.3K % (6385 visits)
- Core Facebook audience of Female 35-54 based in Melbourne
- Core Instagram audience of Female based in Melbourne aged 25-44

• Most popular posts:

### 1) Tickets on sale now (1st April)



Post reach 24,238  
449 Post Reactions  
193 Post Comments  
48 Post Shares

### 2) Moama Ice Skating Officially Open (June 24)



Post reach 22,068  
229 Post Reactions  
58 Post Comments  
13 Post Shares

### 3) Moama Lights Sold Out tonight (1st July)



Post reach 27,677  
434 Post Reactions  
298 Post Comments  
62 Post Shares

# POST EVENT SURVEY RESULTS

**The following economic impact reporting has been estimated and prepared based on the 3,174 event attendees, and with the projected economic impact (had the event not been cancelled) based on 100% of tickets being sold (28,950 tickets).**

The digital post event survey, undertaken by Victoria Devincenzi, received 797 responses with a Net Promoter Score of +54 and 70% of responders likely to recommend the event to a friend.

From the responses, 47% lived over 50km from Echuca Moama, 47% were from regional Victoria, 36% from Melbourne and 16% from regional NSW.

The top 4 regions that visitors came from were Deniliquin (2710), Griffith (2680), Leeton (2705) and Ballarat (3350).

Of the out of region visitors, 77% visited primarily due to the event and 72% stayed in accommodation, the caravan park, followed closely by motel/hotel being the most popular choice.

Facebook, followed word of mouth and Moama Lights' website, were the most common cause for awareness among both visitor and resident awareness.

Of the possible 28,950 event visitors (if the event had not been cancelled), our survey (797 respondents) represents the experience of 2.75% of attendees. If we consider these responses as an indication of the broader sentiment and outcomes of the event we can surmise:

## Attendees

- 3,226 attendees stayed in Echuca
- 6,874 attendees stayed in Moama
- 3,928 did not stay in accommodation in Echuca Moama

## Accommodation

- 1,818 attendees stayed 1 night (1,818 nights)
- 5,050 attendees stayed 1-2 nights (7,575 nights ave)
- 2,626 attendees stayed 3-4 nights (9,191 nights ave)
- 606 attendees stayed 5+ nights (3,030 nights)

Total nights calculated to be: 21,614 nights with an economic value of: \$4,322,800 (based on \$200 per night accommodation cost)

## Hospitality

Of the 15,343 local residents and 13,606 visitors who attended the event, 21,143 attendees dined in a café, restaurant, pub or club during their stay.

- 7,253 attendees dined out 1 time (7,253)
- 8,579 attendees dined out 2 times (12,868)
- 4,239 attendees dined out 3-4 times (14,398 ave)
- 1,279 attendees dined out 5+ times (6,399)

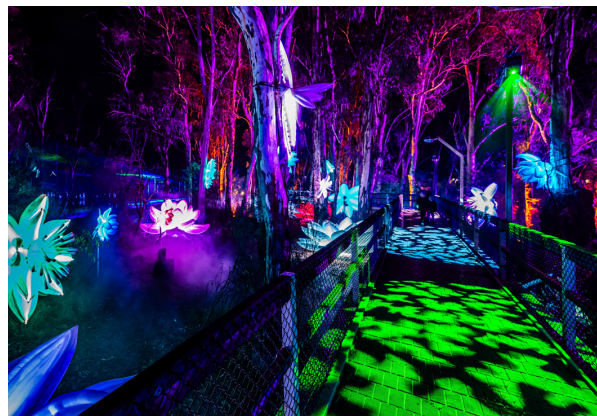
The total number of **event attendee dining experiences were 40,918 with an economic value of: \$2,045,940** (based on \$50 spent per dining experience)

## Shopping & Experiences

4,217 visitors to the region also went on a paddle steamer ride, valued at \$113,882 (based on adult ticket rate of \$27).

8,708 attendees also went shopping with an economic value of \$1,306,224 (based on a spend of \$150).

**Overall, the estimated economic impact of Moama Light on the Echuca Moama region is in excess of \$7,788,846, had the event ran its full duration and not been cancelled due to poor weather.**





<b>9.5.6</b>	<b>ECONOMIC</b>	<b>DEVELOPMENT</b>	<b>ASSISTANCE</b>	<b>POLICY</b>
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**File Number:** -

**Author:** Sarah Ryan, Director Community and Economic Development

**Authoriser:** Terry Dodds, Chief Executive Officer

### RECOMMENDATION

That Council resolve to adopt the updated Murray River Council Economic Development Assistance Policy (POL-600.V#2) and place it on public display for public comment for 28 days.

### BACKGROUND

Murray River Council (the 'Council') recognizes the value and importance of healthy and sustainable local economies and acknowledges it has a role to play as a catalyst for the growth of existing businesses and the attraction of new industries to Murray River communities.

Council is committed to the creation, retention and development of business and employment opportunities within the Council area and continues to encourage business development within its footprint.

The purpose of the Economic Development Assistance Policy is to provide guidance to the Council and a substantive framework for the provision of economic assistance to facilitate new investment, new jobs, diversification of the economy and improvements in skills to achieve additional employment in the region.

The Murray River Council Economic Development and Tourism Strategy seeks to create resilient and prosperous communities (in line with the Community Strategic Plan) and has recommended that the Policy remains relevant and should be reviewed and implemented.

The Policy provides a strategic, consistent and accountable process for providing economic development assistance within the Council area

### DISCUSSION

In November 2018 Council resolved to adopt the MRC Economic Development Assistance Policy. The Policy was not accompanied by an Economic Development and Tourism Strategy.

In 2021, Council's Audit, Risk and Improvement Committee recommended that the existing Policy be reviewed for completeness.

In 2022, the Economic Development and Tourism Team commenced drafting an Economic Development and Tourism Strategy to support local industry and further position Murray River Council as a thriving, diverse and premier destination for businesses and visitors alike.

The Draft Strategy provides an overview of Council's role in economic development and its contribution to the economic wellbeing and liveability of the Murray River Council region.

The Draft Economic Development Assistance Policy will overarch the implementation of the Draft Economic Development and Tourism Strategy to provide a robust, consistent and transparent process for Council to consider, assess and determine requests for assistance.

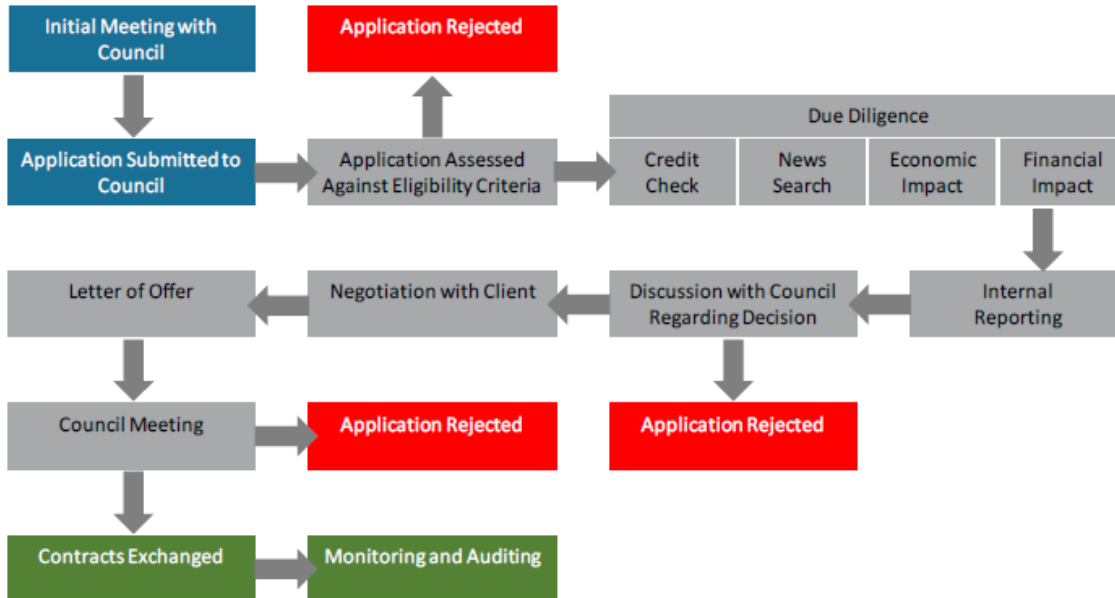
The objectives of this Policy are to:

- Promote the Council as a welcoming and supportive organisation willing to meet the needs of investors and developers to attract business, investment and new employment into the region;
- To support the goals identified in the Community Strategic Plan and the Economic Development and Tourism Strategy;

- Ensure that the Council region remains competitive with surrounding council areas in retaining existing and attracting new employment creating developments; and
- Provides a transparent and equitable process for requests for assistance from existing businesses or investors making application to set up a new business with the Council area.

Council should develop an internal process that allows for due diligence and decision making:

Figure 5.1. Murray River Economic Development Assistance Program Internal Evaluation Process (example)



Any financial assistance will only be provided after an application for such assistance is provided to Council. Applications should include sufficient information to allow for the assessment of the project to ensure it will deliver on the objectives of this policy and provide economic and social benefits to the community.

Information regarding the eligibility criteria, application process and assessment criteria will be provided separately to this policy through the Economic Development Assistance Guidelines to assist interested businesses and investors (see draft attached).

### 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

**Resources will be considered in the yearly Operational Budget process.**

Any financial assistance will only be provided after an application for such assistance is provided to Council. Applications should include sufficient information to allow for the assessment of the project to ensure it will deliver on the objectives of this policy and provide economic and social benefits to the community.

Information regarding the eligibility criteria, application process and assessment criteria will be provided separately to this policy through the Economic Development Assistance Guidelines.

**Any economic development assistance is provided at the full discretion of Council and Council is under no obligation to provide any assistance.** Economic development assistance may be provided on a case-by-case basis and at a level commensurate to the economic and community benefits generated by the project. Economic development assistance may be tailored to meet the circumstances of any eligible projects.

**POLICY IMPLICATIONS**

Murray River Council Economic Development Assistance Policy (POL600).

**LEGISLATIVE IMPLICATIONS**

Local Government Act 1993.

**RISK ANALYSIS**

- **What can happen?**  
Raised expectations. Budgetary challenges.
- **How can it happen?**  
Budget limitations.
- **What are the consequences of the event happening?**  
Reputational damage.
- **What is the likelihood of the event happening?**  
Moderate. Budgetary pressures are yet to be calculated.
- **Adequacy of existing controls?**  
Difficult to quantify, as there will always be pressure borne to expand the social expenditure (widen social licence).
- **Treatment options to mitigate the risk?**  
Emphasise that budgetary considerations is paramount.

**CONCLUSION**

Adoption of this policy and the associated guidelines will provide a robust, consistent, and transparent process by which to consider, assess and determine requests for assistance.

**ATTACHMENTS**

1. **Murray River Council Economic Development Assistance Policy**  
2. **Murray River Council Economic Development Assistance Policy - Review - Confidential (under separate cover)**
3. **Draft Assistance Guidelines - Confidential**

MURRAY RIVER COUNCIL  
COUNCIL POLICY

**ECONOMIC  
DEVELOPMENT  
ASSISTANCE  
POLICY**

POL-600.V#2





## ECONOMIC DEVELOPMENT ASSISTANCE POLICY POL-600.V#2

### 1. INTRODUCTION

Murray River Council (the 'Council') recognizes the value and importance of healthy and sustainable local economies and acknowledges it has a role to play as a catalyst for the growth of existing businesses and the attraction of new industries to Murray River communities.

Council is committed to the creation, retention and development of business and employment opportunities within the Council area and continues to encourage business development within its footprint.

The purpose of the Economic Development Assistance Policy is to provide guidance to the Council and a substantive framework for the provision of economic assistance to facilitate new investment, new jobs, diversification of the economy and improvements in skills to achieve additional employment in the region.

The Murray River Council Economic Development and Tourism Strategy seeks to create resilient and prosperous communities (in line with the Community Strategic Plan) and has recommended that the Policy remains relevant and should be reviewed and implemented.

The Policy provides a strategic, consistent and accountable process for providing economic development assistance within the Council area.

### 2. OBJECTIVE

The objectives of this Policy are to:

- ▶ Promote the Council as a welcoming and supportive organisation willing to meet the needs of investors and developers to attract business, investment and new employment into the region
- ▶ To support the goals identified in the Community Strategic Plan and the Economic Development and Tourism Strategy
- ▶ Ensure that the Council region remains competitive with surrounding council areas in retaining existing and attracting new employment creating developments; and
- ▶ Provides a transparent and equitable process for requests for assistance from existing businesses or investors making application to set up a new business with the Council area.

### 3. SCOPE

This Policy applies to the whole of the Murray River Council Local Government Area and economic development assistance that may be provided to existing businesses considering expansion as well as new businesses investing into the region.

### 4. LEGISLATION

- ▶ Local Government Act 1993 (NSW)

### 5. POLICY STATEMENT

Murray River Council desires to attract new employers and to facilitate expansion of existing employment providers in the region. This specific Policy is designed to encourage expansion by the provision of assistance to businesses that can provide economic and community benefits to the region (that would otherwise not happen in absence of the assistance). This assistance is evidence of the Council's commitment to increasing employment opportunities throughout the municipality and creating an environment conducive to investment and business growth. This Policy is also designed to facilitate local industry to be internationally competitive and to build on the unique strengths and competitive advantage of the region.



## ECONOMIC DEVELOPMENT ASSISTANCE POLICY POL-600.V#2

### 5.1 RANGE OF ECONOMIC DEVELOPMENT ASSISTANCE AVAILABLE

Economic development assistance could include (but is not limited to):

#### Non-Financial Assistance:

- ▶ Provision of a single point of contact within Council;
- ▶ Provision of statistical data and information about the region;
- ▶ Provision of information on the local business environment including introduction to relevant networks, potential investors and state and federal government representatives;
- ▶ Facilitation of investment through identifying potentially suitable premises or land;
- ▶ Support in dealing with legislative requirements and Council's development approval process;
- ▶ Information on external grant funding availability and deadlines; and/or

#### Financial Assistance:

- ▶ Waiving of Council fees;
- ▶ Rate relief;
- ▶ Delayed payments, reduction or waiving of development contributions;
- ▶ Assistance in connection of services;
- ▶ Facilitation of consolidation/aggregation of sites;
- ▶ In-kind contributions to deliver infrastructure works;
- ▶ Disposal of Council owned property (land and/or buildings) where the proponent proposes a development outcome that aligns with stated policy outcomes or strategy goals;
- ▶ Construction of premises for purchase or lease;
- ▶ Employee or worker relocation; and
- ▶ Other financial assistance deemed appropriate by Council.

### 5.2 DISCRETION

Any economic development assistance is provided at the full discretion of Council and Council is under no obligation to provide any assistance. Economic development assistance may be provided on a case by case basis and at a level commensurate to the economic and community benefits generated by the project. Economic development assistance may be tailored to meet the circumstances of any eligible projects.

### 5.3 ELIGIBILITY CRITERIA

To be eligible to receive financial assistance, a business must:

- ▶ Hold an active Australian Business Number (ABN) or Australian Company Number (ACN);
- ▶ Demonstrate a proven track record in the industry (including providing evidence of profitable operations over the last three years);
- ▶ Demonstrate significant capability and technical experience to carry the project out;
- ▶ Demonstrate alignment with the Economic Development and Tourism Strategy;
- ▶ Provide evidence of future capital expenditure and new jobs to be created;
- ▶ Demonstrate how the proposed project/activity is commercially viable in the absence of any financial support provided by Council; and
- ▶ Show that the proposed project/activity will not cause significant detriment (in the absolute discretion of Council) to existing businesses located within the Council area.



## ECONOMIC DEVELOPMENT ASSISTANCE POLICY POL-600.V#2

### 5.4 APPLICATION AND ASSESSMENT PROCESS

Any financial assistance will only be provided after an application for such assistance is provided to Council. Applications should include sufficient information to allow for the assessment of the project to ensure it will deliver on the objectives of this policy and provide economic and social benefits to the community.

The assessment process includes the following steps:

- ▶ Applications are assessed against the eligibility criteria
- ▶ Applications are reviewed to ensure they achieve the objectives of this policy
- ▶ Due diligence is conducted on projects and project proponents, including review of the project's business plan, company financial statements, credit checks and/or ASIC company searches
- ▶ Applications are assessed based on a number of criteria, including:
  - Amount of new investment and/or new employment outcomes
  - Alignment with the Economic Development and Tourism Strategy
  - Economic and social benefits created
  - Project timing
  - Strategic merits

Information regarding the eligibility criteria, application process and assessment criteria will be provided separately to this policy through the Economic Development Assistance Guidelines to assist interested businesses and investors.

### 5.5 CONTRACT AND REPORTING

Any financial assistance will be the subject of a contractual agreement with the project proponent, contingent upon the delivery of the identified economic and community benefits (identified in the application). The contractual agreement will provide redress and compensation options for Council, if identified milestones are not achieved.

As part of the contractual agreement, project proponents will agree to provide information about the subject project at differing times, for example, start of construction, completion of construction, operational employment outcomes in year 1, etc. so that individual agreements can be monitored and annual reporting can be made to Council to ensure that the outcomes and objectives of this policy are being delivered.

### 5.6 CONFIDENTIALITY

To the extent possible, Council will hold information received as part of the application process for financial assistance that is marked as 'Commercial-in-Confidence' as confidential for as long as possible.

## 6. ROLES AND RESPONSIBILITIES

Position	Responsibility
CEO	To lead staff (either directly or through delegated authority) in their understanding of, and compliance with, this Policy and related Procedures.
Directors, Managers and Supervisors	To communicate, implement and comply with this Policy and related Procedures.
All Council Employees	To be aware of and ensure compliance with this Policy.
Council Committees	To be aware of and adhere to this Policy.



## ECONOMIC DEVELOPMENT ASSISTANCE POLICY POL-600.V#2

### 7. EVALUATION AND REVIEW

It is the responsibility of the Manager Economic Development & Tourism 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.

### 8. NON-COMPLIANCE

Non-compliance with this Policy could result in a breach of the Code of Conduct Policy and/or disciplinary action.

### 9. ASSOCIATED DOCUMENTS, DEFINITIONS & ACRONYMS

External:

Nil

Internal:

- ▶ MRC Plan - Community Strategic Plan 2022-32
- ▶ MRC Strategy - Economic Development and Tourism Strategy (2023)
- ▶ MRC Guidelines - Economic Development Assistance Guidelines (2023)

Definitions

Term	Definition
CEO	Chief Executive Officer of Murray River Council
CSP	Community Strategic Plan

### 10. DOCUMENT CONTROL

Version No.	Details	Date	CM9 Reference	Resolution No.
1	Initial Issue –	27 Nov 2018 to DRAFT	VF/18/2191	181118
2	Updated to reflect current practise and to provide clarity for users of the Policy	DRAFT	VF/18/2191	

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.



## 11. BACKGROUND

The existing policy (POL-600 V#1) was adopted in November 2018.

Council's Audit, Risk and Improvement Committee recommended that the existing Economic Development and Assistance Policy (POL-600 V#1) be reviewed for completeness. The review was completed in July 2023:

- ▶ **Economic Development Assistance Policy Review, Lucid Economics (July 2023)**

The Murray River Council Economic Development and Tourism Strategy 2023-33 seeks to create resilient and prosperous communities (in line with the Community Strategic Plan) and has recommended that the Policy remains relevant and the recommendations from the review should be implemented.

## 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.

#### INCOMING CORRESPONDENCE:

Christmas Message Lions Club of Moama – request for Cr Crawley attendance – 22 Oct 2023  
Moama RSL Remembrance Day Service – 24 Oct 2023  
Local Government Renumeration Tribunal - 6 Nov 2023

#### OUTGOING CORRESPONDENCE:

Letter to Picnic Point Caravan Park (confidential) – 13 Oct 2023  
Parliamentary enquiry number 2 submission VNI West – 9 Nov 2023

#### ATTACHMENTS

1. Christmas Message Lions Club of Moama [↓](#) 
2. Moama RSL Remembrance Day Service [↓](#) 
3. LGRT - 2024 - Invitation Letter to Councils seeking submissions [↓](#) 
4. 13-10-23 Letter to Picnic Point Caravan Park (confidential) - Confidential
5. Parliamentary enquiry number 2 submission VNI West.pdf [↓](#) 

**LIONS CLUB OF MOAMA NSW INC****District 201V6**

ABN 44 821 914 793

**President: Colin Hosking | Secretary: Graham Johnston | Treasurer: Ian Jenkins**

22 October 2023

Cr Frank Crawley  
Murray River Council  
PO Box 906  
Moama NSW 2731

Dear Frank

The Moama Lions Club is holding the annual Carols by Candlelight this December.

We would like to invite you as Mayor, to give a Christmas Message on behalf of the Murray River Council. This has been a long standing tradition at our Carols by Candlelight.

Details of the Carols are:

Date: Sunday 10 December 2023

Time: To be advised

Where: Main Oval, Perricoota Road, Moama

Could you please advise if you will be available on that night.

We look forward to you being part of our event.

Regards

A handwritten signature in black ink that reads "A. Hardwick". The signature is written in a cursive style with a horizontal line under the first name.

**Anita Hardwick**  
Event Co-ordinator

PO Box 85 Moama NSW 2731 | M 0491 093 931

**E** moamalions@hotmail.com | **W** e-clubhouse.org/sites/moamalionsau**F** facebook.com/moamalionsclub



PRESIDENT      KEN JONES  
HON. SECRETARY    ASHLEY MENZIES  
TREASURER      JONATHON KEELE  
EMAIL:            [moamasb@rslnsw.org.au](mailto:moamasb@rslnsw.org.au)

"The Price of Liberty is Eternal Vigilance"

MOAMA SUB BRANCH  
PO BOX 862  
MOAMA NSW 2731  
PHONE: 0408 384 670  
ABN: 63 928 048 455

23<sup>rd</sup> October 2023

By email: [lleyonhjelm@murrayriver.nsw.gov.au](mailto:lleyonhjelm@murrayriver.nsw.gov.au)

Cr. Frank Crawley  
Mayor  
Murray River Council

Dear Frank & Councillors,

**Re:      REMEMBRANCE DAY 2023 : SATURDAY 11<sup>TH</sup> NOVEMBER 2023**

I refer to the above matter and write to you on behalf of the President, Committee and Members of the Moama RSL sub-Branch.

Please accept our invitation to attend our upcoming Remembrance Day Service, commencing at 1055hrs at the Moama Cenotaph, Meninya Street, Moama on Saturday 11<sup>th</sup> November 2023.

We also take this opportunity to extend our invitation for you to lay a wreath.

Please do not hesitate to contact us if you have any further questions or enquiries.

We look forward to your attendance.

Yours faithfully,

Ashley Menzies,  
**HONORARY SECRETARY**

Moama sub branch\2023\Remembrance Day 2023.docx



## Local Government Remuneration Tribunal

Ref: A7503044

To Mayors/General Managers

via email to Councils

Dear Mayors/General Managers,

I write to advise that the Local Government Remuneration Tribunal has commenced its review for the 2024 annual determination.

As outlined in section 241 of the Local Government Act 1993 (LG Act), the Tribunal is required to make an annual determination, on the fees payable to Councillors and Mayors. The determination is to take effect from 1 July 2024.

The minimum and maximum fee levels for each category will be assessed by the Tribunal as part of the 2024 review process.

### Submissions

The Tribunal invites submissions from individual councils as part of this review. **It is expected that submissions are endorsed by their respective council.**

Any submission that Council may wish to make should be received no later than 21 December 2023 and should be emailed to [remunerationtribunals@psc.nsw.gov.au](mailto:remunerationtribunals@psc.nsw.gov.au) attention Joanne Nava.

### 2023 Annual Determination

In 2023 the Tribunal undertook a review of the categories and the allocation of councils into each of these categories as required under the LG Act. The Tribunal is only required to determine categories at least once every three years and will next consider the model, the criteria applicable to each category and the allocation of councils in detail in the 2026 review.

A copy of the Tribunal's 2023 Annual Determination can be found [here](#).

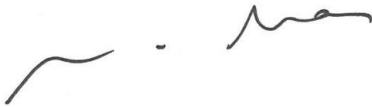
Please note that any material provided to the Tribunal may be made available under the Government Information (Public Access) Act 2009.

As part of the annual review the Tribunal will seek to meet with Local Government NSW, as it does each year, to receive a sector wide view for local government in NSW.

Level 4, 255 George Street, Sydney NSW 2000 ■ GPO Box 3988, Sydney NSW 2001  
Tel: (02) 9272 6006 ■ [www.remtribunals.nsw.gov.au](http://www.remtribunals.nsw.gov.au)

If you require any further information, please email or [joanne.nava@psc.nsw.gov.au](mailto:joanne.nava@psc.nsw.gov.au) telephone on 02 8226 0250.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Viv May PSM', with a small dash to the left of the main signature.

Viv May PSM  
Local Government Remuneration Tribunal  
3 October 2023

The hypocrisy of our decision makers in our parliaments knows no bounds.

Since the first enquiry council has had more time to determine the extent of the future disruption to farming, the potential lowering of property values, the subsequent negative economic repercussions, the immeasurable mental anguish brought to our community, and the **total lack of equity** (as well as empathy) shown.

The latter, 'the total lack of equity,' needs some further explanation...

Rural areas are being industrialised for the benefit of the 87% or 22 million people living within 50km of the coast who, by and large, support energy transition, yet are unaffected by the infrastructure required.

Council believes the adage, "Do what we say not what we do" rings true. We cannot imagine wind turbines off Bondi, or Narrabeen, with the supporting high voltage transmission lines destroying the lifestyles, property values, and ability for Sydneysiders to make a living being considered by our so called 'representatives', yet that is exactly what is being forced upon us.

We hear "it's too expensive" to underground the lines. Yet the expense, to be borne by rural farming communities - our lands and livelihoods being vandalised and sabotaged - is considered fine by our political masters and those electricity consumers (and voters) who don't care about us: out-of-sight, out-of-mind.

## 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 1 October 2023 through to 31 October 2023 be received and the information noted by the Council; and reasonable out of pocket expenses be met by Council.

#### DISCUSSION

The **Mayor, Councillor Frank Crawley** reported on his attendance at the following meetings and functions:

- Meetings and functions prior to 24 Oct were reported in the previous report to Council at the 24 October Ordinary Meeting of Council.
- 24 Oct: Walk through new Moama Preschool building
- 24 Oct: Pre-briefing, Ordinary Meeting of Council & meeting with CEO RAMJO
- 25 Oct: Pre-discussion on agenda for joint media briefing on Echuca Moama Torrumbarry Flood Study
- 26 Oct: Joint media event with Campaspe Shire on Echuca Moama Torrumbarry Flood Study
- 26 Oct: Tabling of RAMJO's Closing Audit Report via Teams
- 27 Oct: Meeting with Gaynor Squillaciotti COO Southern Cross Care (NSW & ACT)
- 27 Oct: Cr Chris Bilkey's farewell event
- 30 Oct: Meeting with Edward River CEO & Mayor – Deniliquin
- 31 Oct: Extra workshop to discuss Special Rates Variation

The **Deputy Mayor, Councillor Neil Gorey** reported on his attendance at the following meetings and functions:

- Meetings and functions prior to 24 Oct were reported in the previous report to Council at the 24 October Ordinary Meeting of Council.
- 24 Oct: Walk through new Moama Preschool building
- 24 Oct: Pre-briefing, Ordinary Meeting of Council & meeting with CEO RAMJO

**Councillor Nikki Cohen** reported on her attendance at the following meetings and functions:

- Meetings and functions prior to 24 Oct were reported in the previous report to Council at the 24 October Ordinary Meeting of Council.
- 24 Oct: Walk through new Moama Preschool building
- 24 Oct: Pre-briefing, Ordinary Meeting of Council & meeting with CEO RAMJO



**Councillor Ann Crowe** reported on his attendance at the following meetings and functions:

- 26 Sept: Pre-briefing, Ordinary Meeting of Council – Moama
- 5 Oct: Meeting with Director Planning & Environment RE: Housing Strategy
- 6 Oct: Kyalite Section 355 meeting – Kyalite Rec Reserve
- 17 Oct: Housing Strategy update – online
- 24 Oct: Walk through new Moama Preschool building
- 24 Oct: Pre-briefing, Ordinary Meeting of Council & meeting with CEO RAMJO
- 25 Oct: Koraleigh Rec Reserve Hall Committee meeting
- 26 Oct: Kyalite Progress Association meeting Kyalite
- 27 Oct: Cr Chris Bilkey's farewell event

**Councillor Kron Nicholas** did not supply a report on his attendance to meetings and functions for this time period.

**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 - AS A MATTER OF URGENCY MURRAY RIVER COUNCIL TO ENGAGE WITH CAMPASPE SHIRE TO LEASE WHAT WAS FORMERLY KNOWN AS THE TOURIST INFORMATION CENTRE**

**File Number:** -

I, Councillor Thomas Weyrich, give notice that at the next Ordinary Meeting of Council to be held on 28 November 2023, I intend to move the following motion:

**MOTION**

That Council as a matter of urgency engage with Campaspe Shire Council to lease what was formerly known as the tourist information centre and to open dialogue with the displaced volunteers who were engaged to provide such information.

**RATIONALE**

[Type here](#)

I commend this Notice of Motion to Council.

**ATTACHMENTS**

Nil

**10.2 NOTICE OF MOTION - THAT COUNCIL RECEIVE AN UPDATE ON THE PROPOSED NEW POLICE STATION IN MOAMA.**

**File Number:** -

I, Councillor Thomas Weyrich, give notice that at the next Ordinary Meeting of Council to be held on 28 November 2023, I intend to move the following motion:

**MOTION**

That council receive an update on the proposed new police station in Moama.

**RATIONALE**

The Planning Approval for the new Moama Police station site was adopted on 8 October 2021 and the building is yet to commence. There has been a number of pushes from State and Federal government representatives to have the project started. I would like to know when it is planned for the building of the new Moama police station to commence as the current one is in such disrepair, it is falling down around the officers working there.

I commend this Notice of Motion to Council.

**ATTACHMENTS**

**Nil**

Note from Administration

Moama Police Station: tender for new building was advertised early November 2023.

Mathoura Police Station: a demountable building, to replace the condemned building, was initially planned to be moved from Collarenebri, but the project was cost prohibitive. Stalemate forming within NSW Police. No Police Officer currently stationed at Mathoura. Previous Officer took a promotion and went to Lismore, potential replacements ask about the station (building) and when they are informed about the current lack of operational status due to the buildings' condition and lack of replacement plan, they withdraw their interest.

**10.3 THAT COUNCIL RECEIVE A PRELIMINARY REPORT ON THE CONSEQUENCES OF NO SRV OR AN OVERVIEW OF MRC'S PREDICTED CASH POSITION PRIOR TO THE NEXT BUDGET**

**File Number:** -

**Author:** Thomas Weyrich, Councillor

**Authoriser:** Terry Dodds, Chief Executive Officer

**RECOMMENDATION**

THAT the response to the question regarding Council receiving a preliminary report on the consequences of NO SRV or an overview of MRC's predicted cash position prior to the next budget raised by Councillor Tom Weyrich be received and noted.

**ATTACHMENTS**

**Nil**

Note from Administration

At the time of publishing this Agenda the CEO was in the process of writing an initial response. The initial response will be a late report.

**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 Murray River Council 2024 Australia Day Awards**

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).

**11.2 Acquisition of Private Land - Blair Street Moama**

This matter is considered to be confidential under Section 10A(2) - c 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.

**11.3 Awarding of Tender MRC 2317 Heavy Patching Program Round 2 2023/24**

This matter is considered to be confidential under Section 10A(2) - c, d(i) and 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 person with whom the Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

**11.4 Revised Repayment Schedule for Echuca Moama Cycling Club Community Loan**

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.

**11.5 RECOMMENDATION FOR THE SALE OF 5 MRC-OWNED LOTS - REFERRED TO AS MOULAMEIN AERODROME.**

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.

**11.6 RECOMMENDATION FOR THE SALE OF LOT 5 DP861750 - BARHAM**

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**