



**murray river
council**

AGENDA

Ordinary Council Meeting Tuesday, 23 September 2025

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

Date: Tuesday, 23 September 2025

Time: 1:00 PM

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

**Stacy Williams
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 COUNCIL HELD ON THE 26 AUGUST 2025**

File Number: -

Author: Sheryl Mudaliar, Executive Services Coordinator

Authoriser: Stacy Williams, Chief Executive Officer

RECOMMENDATION

That the minutes of the Ordinary Meeting of Murray River Council held on 26 August 2025 be confirmed as a true and correct record.

DISCUSSION

Murray River Council held its Ordinary Meeting on 26 August 2025 at the Council Chambers (Lower Level), Moama Administration Office, 52 Perricoota Road, Moama. A copy of the draft minutes is attached for ratification by the Council at this meeting.

ATTACHMENTS

1. **Unconfirmed Minutes - Ordinary Meeting of Council - 26 August 2025**

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

26 August 2025

**MINUTES OF MURRAY RIVER COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, MOAMA ADMINISTRATION OFFICE, 52 PERRICOOTA
ROAD, MOAMA
ON TUESDAY, 26 AUGUST 2025 AT 1:00 PM**

PRESENT: Cr John Harvie (Mayor), Cr Neil Gorey (Deputy Mayor), Cr Gen Campbell, Cr Bianca Hurn, Cr Gary Pappin, Cr Geoff Wise

IN ATTENDANCE: Stacy Williams (Chief Executive Officer), Stephen Fernando (Director Corporate Services), Daniel Hughes (Interim Director Infrastructure), Gary Arnold (Interim Director Planning & Environment), Sheryl Mudaliar (Executive Services Coordinator), Bernie Carne (Executive Service Officer)

1 OPENING MEETING

The Mayor held a short appropriate prayer.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor opened the meeting with an Acknowledgement of Country.

3 APOLOGIES & APPLICATIONS FOR A LEAVE OF ABSENCE

3 LEAVE OF ABSENCE/APOLOGIES

RESOLUTION 010825

Moved: Cr Gen Campbell
Seconded: Cr Bianca Hurn

That the apology tendered on behalf of Cr Allan, Cr Gleeson and Cr Berryman be received and accepted; and that leave of absence from the meeting be granted.

CARRIED

4 CONFIRMATION OF MINUTES

4.1 CONFIRMATION OF MINUTES - ORDINARY MEETING COUNCIL HELD ON THE 22 JULY 2025

RESOLUTION 020825

Moved: Cr Neil Gorey
Seconded: Cr Geoff Wise

That the minutes of the Ordinary Meeting of Murray River Council held on 22 July 2025 be confirmed as a true and correct record.

CARRIED

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes**26 August 2025****5 DISCLOSURES OF INTERESTS**

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

6 DEPUTATIONS**NIL****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 RESOLUTIONS OF THE COUNCIL - RESOLUTION TRACKER & INFOCOUNCIL ACTION REPORTS****RESOLUTION 030825**

Moved: Cr Bianca Hurn

Seconded: Cr Geoff Wise

That 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**9.1.2 SCHEDULE OF ORDINARY COUNCIL MEETINGS DATES: OCTOBER 2025 TO SEPTEMBER 2026****RESOLUTION 040825**

Moved: Cr Gen Campbell

Seconded: Cr Bianca Hurn

That Council:

Determine Ordinary Meeting dates and time of the Murray River Council for the months of October 2025 through to and including September 2026 as recommend in this report.

CARRIED

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

26 August 2025

9.1.3 COUNCIL OPERATIONS SHUTDOWN - CHRISTMAS 2025 / NEW YEAR 2026 PERIOD**MOTION**

Moved: Cr Neil Gorey
Seconded: Cr Bianca Hurn

That Council note the operational shutdown of Murray River Council from 3pm Wednesday, 24th December 2025 through to Thursday, 1 January 2026 inclusive. Normal operations will resume Friday 2 January 2026.

LAPSED**AMENDMENT TO MOTION****RESOLUTION 050825**

Moved: Cr Gen Campbell
Seconded: Cr Gary Pappin

That amendment, that Council note the operational shutdown of Murray River Council from 3pm Wednesday, 24th December 2025 through to Friday, 2 January 2026 inclusive. Normal operations will resume Monday 5 January 2026, now becomes the motion.

CARRIED**9.1.3 AMENDED MOTION****RESOLUTION 060825**

Moved: Cr Gen Campbell
Seconded: Cr Gary Pappin

That Council note the operational shutdown of Murray River Council from 3pm Wednesday, 24th December 2025 through to Friday, 2 January 2026 inclusive. Normal operations will resume Monday 5 January 2026.

CARRIED**9.2 DIRECTOR CORPORATE SERVICES REPORT AND SUPPLEMENTARY MATTERS****9.2.1 FINAL ADOPTION - COMMUNITY INFRASTRUCTURE PROJECT POLICY V#1****RESOLUTION 070825**

Moved: Cr Neil Gorey
Seconded: Cr Gary Pappin

That Murray River Council resolve to adopt the Community Infrastructure Project Policy V#1 and the Policy Register be updated.

CARRIED

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

26 August 2025

9.2.2 DRAFT - CLOSED CIRCUIT TELEVISION (CCTV) POLICY V#2**RESOLUTION 080825**

Moved: Cr Geoff Wise
Seconded: Cr Bianca Hurn

That Murray River Council resolve to:

1. adopt the DRAFT Closed Circuit Television (CCTV) Policy V#2 and the Policy be placed on public display; and
2. note the DRAFT Closed Circuit Television (CCTV) Procedure V#2.

CARRIED**9.2.3 DRAFT - CODE OF CONDUCT POLICIES & PROCEDURE****RESOLUTION 090825**

Moved: Cr Gary Pappin
Seconded: Cr Neil Gorey

That Murray River Council resolve to adopt the DRAFT Code of Conduct Policies (x3) and the Procedure and placed them on public display.

CARRIED**9.2.4 DRAFT - CODE OF MEETING PRACTICE POLICY V#6****RESOLUTION 100825**

Moved: Cr Neil Gorey
Seconded: Cr Geoff Wise

That Murray River Council resolve to adopt the DRAFT Code of Meeting Practice Policy V#6 and the Policy be placed on public display.

CARRIED**9.2.5 FINANCIAL REPORT - UNAUDITED FY 25/26 PERIOD ENDING 31 JULY 2025****RESOLUTION 110825**

Moved: Cr Gen Campbell
Seconded: Cr Neil Gorey

That Murray River Council (Council) resolve to receive the Unaudited Financial Statements for the period to 31 July 2025 (FY2025/26), noting that reporting of monthly financial statements is not a regulatory requirement but nonetheless is being provided in furtherance of financial transparency and in keeping with financial reporting best practice.

CARRIED

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

26 August 2025

9.3 DIRECTOR IINFRASTRUCTURE REPORT AND SUPPLEMENTARY MATTERS

Nil

9.4 DIRECTOR PLANNING AND ENVIRONMENT REPORT AND SUPPLEMENTARY MATTERS

9.4.1 DRAFT COMPANION ANIMALS POLICY - APPROVAL TO COMMENCE PUBLIC EXHIBITION

RESOLUTION 120825

Moved: Cr Gary Pappin

Seconded: Cr Bianca Hurn

That Council resolve to place the Draft Companion Animals Policy (P410-003) on public exhibition for a period of 28 days.

CARRIED

9.4.2 AMENDMENT TO FEES: PUBLIC ORDER & SAFETY AND HEALTH

RESOLUTION 130825

Moved: Cr Neil Gorey

Seconded: Cr Geoff Wise

That Murray River Council (Council) resolve to provisionally adopt and place on public display in keeping with s610F of the Act,

1. In keeping with s608 of the Local Government Act 1993 (Act), to support responsible pet management, the following Fees and include them in Council's Schedule of Fees within the category "Public Order & Safety" and sub-category "Animals", the amounts listed below to be inclusive of GST:

Fee	Amount
Cat Trap - Security Bond (refundable upon return of trap in a timely manner)	\$80.00
Cat Trap - Weekly Hire Fee (or part thereof, paid in advance)	\$40.00
Cat Trap - Non-return Fee	\$230.00

, and

2. in keeping with s42(b) of the Public Health Regulation 2022 amend the Public Health Premises Notification: New business (Public Health Act) fee, appearing in the Schedule of Fees under the Category "Health and sub-category "Health Inspections" to be \$105 exclusive of GST,

CARRIED

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

26 August 2025

9.4.3 CARDBOARD & POLYSTYRENE RECYCLING INITIATIVE - MOAMA WASTE MANAGEMENT FACILITY**RESOLUTION 140825**

Moved: Cr Geoff Wise
Seconded: Cr Gen Campbell

That Council approve the Cardboard and Polystyrene Recycling Initiative Project as outlined in this report.

CARRIED**9.4.4 SECTION 355 COMMITTEE MEETING MINUTES AS AT JULY 2025****RESOLUTION 150825**

Moved: Cr Gary Pappin
Seconded: Cr Geoff Wise

That Council receive and note the July Section 355 Committee Report

CARRIED**9.4.5 SECTION 82 OBJECTION IN RELATION TO LOT 212 DP1307464 BEER ROAD, MOAMA. 197 LOT MANUFACTURED HOME ESTATE****RESOLUTION 160825**

Moved: Cr Geoff Wise
Seconded: Cr Gen Campbell

1. That Council notes the information outlined in this report and the officer's recommendation.
2. Approves the Section 82 objection to contravene the requirements of Sections 9, 41, 51, 65, 66 and 68 of the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021* to allow the manufactured homes within the estate to be constructed entirely on-site and on concrete slabs and;
3. Authorises the relevant Council officer to forward this report and decision to the Chief Executive of the Office of Local Government for concurrence approval as per Section 82 (Subsection 3) of the *Local Government Act 1993*

CARRIED

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

26 August 2025

9.5 DIRECTOR COMMUNITY AND ECONOMIC DEVELOPMENT REPORT AND SUPPLEMENTARY MATTERS

9.5.1 MURRAY RIVER COUNCIL COMMUNITY GRANTS PROGRAM - APPOINTMENT OF ASSESSMENT PANEL, ROUND 1, FY26

RESOLUTION 170825

Moved: Cr Gen Campbell

Seconded: Cr Gary Pappin

That Council:

1. Appoint Cr Gen Campbell, Cr Dennis Gleeson & Cr Geoff Wise to Council's *Community Grants Program Assessment Panel* for Round 1, FY26.
2. Endorse the Chief Executive Officer, or their delegate, as a member of the Assessment Panel.

CARRIED

9.5.2 AGM MINUTES - MALLAN HALL & RECREATION RESERVE S355 COMMITTEE

RESOLUTION 180825

Moved: Cr Neil Gorey

Seconded: Cr Geoff Wise

That Council

1. Revoke existing members of the Mallan Hall & Recreation Reserve Committee of Management and
 - (a) Pursuant to Section 355 of the Local Government Act 1993 appoint new committee members nominated at the July 2025 AGM.

CARRIED

9.5.3 AGM MINUTES - BARHAM SCHOOL OF ARTS HALL S355 COMMITTEE

RESOLUTION 190825

Moved: Cr Bianca Hurn

Seconded: Cr Gary Pappin

That Council

1. Revoke existing members of the Barham School of Arts Committee of Management and
 - (a) Pursuant to Section 355 of the Local Government Act 1993 appoint new committee members nominated at the July 2025 AGM.

CARRIED

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

26 August 2025

9.6 CORRESPONDENCE REPORT

9.6.1 CORRESPONDENCE REPORT

RESOLUTION 200825

Moved: Cr Gen Campbell

Seconded: Cr Neil Gorey

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 210825

Moved: Cr Gen Campbell

Seconded: Cr Bianca Hurn

That the Sundry Delegates Report of the Mayor and Councillors for the period 1 July 2025 through to 31 July 2025 be received and the information noted by the Council; and reasonable out of pocket expenses be met by Council.

CARRIED

10 NOTICE OF MOTIONS/QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL MATTERS

RESOLUTION 220825

Moved: Cr Gen Campbell

Seconded: Cr Geoff Wise

That Council moves out of Open Council into Closed Council at 1.49pm.

CARRIED**RESOLUTION 230825**

Moved: Cr Neil Gorey

Seconded: Cr Bianca Hurn

That Council moves out of Closed Council into Open Council at 1.57pm.

CARRIED

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

26 August 2025

RESOLUTION 240825

Moved: Cr Gary Pappin

Seconded: Cr Geoff Wise

That Murray River Council (Council) resolve to :

- A) Undertake the sale of land currently identified as Lots 22 and 23 of DP 237285 and the building situated on that land (the Property), through an open market approach of Competitive Direct Sale, such sale to be at a set price as per the Valuation Report attached.
- B) authorise the Chief Executive Officer (CEO) to undertake the necessary activities, including the appointment of a suitable real estate agent to undertake the sale and entering into and signing of the required contractual and other documents as necessary to give effect to the sale.
- C) authorise the application of the common seal of Council on documentation related to the sale of the Property.

CARRIED**12 CONCLUSION OF MEETING****THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 2.00PM.**

The next Ordinary Meeting of Murray River Council will be held on Tuesday 23 September 2025, commencing at 1:00 PM, in Council Chambers, Moama Administration Office, 52 Perricoota Road, Moama.

THESE MINUTES ARE SIGNED AS A TRUE AND ACCURATE RECORD OF THE PROCEEDINGS OF THE ORDINARY MEETING OF THE MURRAY RIVER COUNCIL HELD ON 26 AUGUST 2025, IN ACCORDANCE WITH A RESOLUTION OF THE COUNCIL ON 23 SEPTEMBER 2025.

.....
MAYOR

5 DISCLOSURES OF INTERESTS

Statement of Ethical Obligations - Councillors are reminded of their Oath or Affirmation of Office made under Section 233A of the Local Government Act 1993 and their obligations under Council's Code of Conduct to disclose and appropriately manage Conflicts of Interest. It is recommended that Councillors now disclose any conflicts of interest in matters under consideration by the Council at this meeting.

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 RESOLUTIONS OF THE COUNCIL - RESOLUTION TRACKER & INFOCOUNCIL ACTION REPORTS

File Number: -

Author: Sheryl Mudaliar, Executive Services Coordinator

Authoriser: Stacy Williams, Chief Executive Officer

RECOMMENDATION

That 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 attached to this report.

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.

Resolutions that are reported by Council's officers as complete will drop off the 'active' list.

STRATEGIC IMPLICATIONS

Fit for Work

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 this report.

ATTACHMENTS

1. **Completed Actions Report - 1 August to 11 September 2025**
2. **Open Actions Report as of 11 September 2025 (under separate cover)**

Division:

Committee:

Officer:

Date From:

Date To:

1/08/2025

11/09/2025

Action Sheets Report

Printed: 11 September 2025 2:24 PM

Item	Recommendation	Comments	Tasked to:	% Complete	Due Date	Progress:				
9.4.2	RESOLUTION 130825 Moved: Cr Neil Gorey Seconded: Cr Geoff Wise That Murray River Council (Council) resolve to provisionally adopt and place on public display in keeping with s610F of the Act, 1. In keeping with s608 of the Local Government Act 1993 (Act), to support responsible pet management, the following Fees and include them in Council's Schedule of Fees within the category "Public Order & Safety" and sub-category "Animals", the amounts listed below to be inclusive of GST: <table> <tr> <th>Fee</th> </tr> <tr> <td>Cat Trap - Security Bond (refundable u manner)</td> </tr> <tr> <td>Cat Trap - Weekly Hire Fee (or part thereof)</td> </tr> <tr> <td>Cat Trap - Non-return Fee</td> </tr> </table> , and 2. in keeping with s42(b) of the Public Health Regulation 2022 amend the Public Health Premises Notification: New business (Public Health Act) fee, appearing in the Schedule of Fees under the Category "Health and sub-category "Health Inspections" to be \$105 exclusive of GST, CARRIED	Fee	Cat Trap - Security Bond (refundable u manner)	Cat Trap - Weekly Hire Fee (or part thereof)	Cat Trap - Non-return Fee		Fernando, Stephen		9/09/2025	29 Aug 2025 The new Fees have been placed on public display for 28 days. 11 Sep 2025 Completed by Mudaliar, Sheryl on behalf of Fernando, Stephen (action officer) on 11 September 2025 at 2:22:41 PM - No Action required
Fee										
Cat Trap - Security Bond (refundable u manner)										
Cat Trap - Weekly Hire Fee (or part thereof)										
Cat Trap - Non-return Fee										

Division:

Committee:

Officer:

Date From:

Date To:

1/08/2025

11/09/2025

Action Sheets Report

Printed: 11 September 2025 2:24 PM

9.2.5	RESOLUTION 110825 Moved: Cr Gen Campbell Seconded: Cr Neil Gorey That Murray River Council (Council) resolve to receive the Unaudited Financial Statements for the period to 31 July 2025 (FY2025/26), noting that reporting of monthly financial statements is not a regulatory requirement but nonetheless is being provided in furtherance of financial transparency and in keeping with financial reporting best practice. CARRIED		Chalmers, Nikki		9/09/2025	29 Aug 2025 Completed by Chalmers, Nikki (action officer) on 29 August 2025 at 9:24:21 AM - Report is information only
9.2.4	RESOLUTION 100825 Moved: Cr Neil Gorey Seconded: Cr Geoff Wise That Murray River Council resolve to adopt the DRAFT Code of Meeting Practice Policy V#6 and the Policy be placed on public display. CARRIED		Gordon, Sandra		9/09/2025	29 Aug 2025 Completed by Gordon, Sandra (action officer) on 29 August 2025 at 1:06:36 PM - Policy placed on public display
9.4.3	RESOLUTION 140825 Moved: Cr Geoff Wise Seconded: Cr Gen Campbell That Council approve the Cardboard and Polystyrene Recycling Initiative Project as outlined in this report. CARRIED		Sciotto, Luke		9/09/2025	04 Sep 2025 Completed by Sciotto, Luke (action officer) on 04 September 2025 at 3:12:10 PM - Balers are in freight, stillages are in production and material processing is set to be in production by mid October.

Division:

Committee:

Officer:

Date From:

Date To:

1/08/2025

11/09/2025

Action Sheets Report

Printed: 11 September 2025 2:24 PM

9.7.1	RESOLUTION 210825 Moved: Cr Gen Campbell Seconded: Cr Bianca Hurn That the Sundry Delegates Report of the Mayor and Councillors for the period 1 July 2025 through to 31 July 2025 be received and the information noted by the Council; and reasonable out of pocket expenses be met by Council. CARRIED		Mudaliar, Sheryl		9/09/2025	28 Aug 2025 Completed by Carne, Bernie on behalf of Mudaliar, Sheryl (action officer) on 28 August 2025 at 12:07:09 PM - Resolved as a true & correct record.
9.6.1	RESOLUTION 200825 Moved: Cr Gen Campbell Seconded: Cr Neil Gorey That the Correspondence Report be received and the information noted by the Council. CARRIED		Mudaliar, Sheryl		9/09/2025	28 Aug 2025 Completed by Carne, Bernie on behalf of Mudaliar, Sheryl (action officer) on 28 August 2025 at 12:07:00 PM - Resolved as a true & correct record.
9.5.1	RESOLUTION 170825 Moved: Cr Gen Campbell Seconded: Cr Gary Pappin That Council: 1. Appoint Cr Gen Campbell, Cr Dennis Gleeson & Cr Geoff Wise to Council's <i>Community Grants Program Assessment Panel</i> for Round 1, FY26. 2. Endorse the Chief Executive Officer, or their delegate, as a member of the Assessment Panel. CARRIED		Hayward, Beck		9/09/2025	04 Sep 2025 Completed by Hayward, Beck (action officer) on 04 September 2025 at 3:43:50 PM - Meeting has been set up and Cr's invited.

Division: Committee: Officer: Date From: Date To: Printed: 11 September 2025 2:24 PM						
Action Sheets Report						
	Moved: Cr Neil Gorey Seconded: Cr Bianca Hurn That Council note the operational shutdown of Murray River Council from 3pm Wednesday, 24th December 2025 through to Thursday, 1 January 2026 inclusive. Normal operations will resume Friday 2 January 2026.					(action officer) on 11 September 2025 at 2:22:58 PM - No further Action required
9.2.3	RESOLUTION 090825 Moved: Cr Gary Pappin Seconded: Cr Neil Gorey That Murray River Council resolve to adopt the DRAFT Code of Conduct Policies (x3) and the Procedure and placed them on public display. CARRIED		Gordon, Sandra		9/09/2025	29 Aug 2025 Completed by Gordon, Sandra (action officer) on 29 August 2025 at 1:06:29 PM - Policy placed on public display
9.2.2	RESOLUTION 080825 Moved: Cr Geoff Wise Seconded: Cr Bianca Hurn That Murray River Council resolve to: 1. adopt the DRAFT Closed Circuit Television (CCTV) Policy V#2 and the Policy be placed on public display; and 2. note the DRAFT Closed Circuit Television (CCTV) Procedure V#2. CARRIED		Gordon, Sandra		9/09/2025	29 Aug 2025 Completed by Gordon, Sandra (action officer) on 29 August 2025 at 1:06:21 PM - Policy placed on public display

Division: Committee: Officer:				Date From: 1/08/2025 Date To: 11/09/2025	
Action Sheets Report				Printed: 11 September 2025 2:24 PM	
9.2.1	RESOLUTION 070825 Moved: Cr Neil Gorey Seconded: Cr Gary Pappin That Murray River Council resolve to adopt the Community Infrastructure Project Policy V#1 and the Policy Register be updated. CARRIED		Gordon, Sandra	9/09/2025	29 Aug 2025 Completed by Gordon, Sandra (action officer) on 29 August 2025 at 1:05:44 PM - Policy published to the website and the Policy Register updated

% Complete	
	Not Started
	1% to 49%
	50% to 74%
	75% to 99%
	Complete
	Not Applicable

Risk Rating		
	High	Immediate – 6 months
	Medium	6 – 12 months
	Low	ASAP
	Opportunity	ASAP

Positions			
ELT	Executive Leadership Team	MA	Manager Assets
CEO	CEO	MP	Manager Procurement Contracts and Leases
DCS	Director Corporate Services	MF	Manager Finance
DOMP	Director Operations & Major Projects	MR	Manager Risk
DPWRS	Director Planning, Waste & Compliance Services	MP	Manager People
DC&ED	Director Community & Economic Development	MOD	Manager Organisational Development

9.1.2 BANK ACCOUNT SIGNATORIES

File Number: -

Author: Nikki Chalmers, Financial Controller

Authoriser: Stacy Williams, Chief Executive Officer

RECOMMENDATION

That Murray River Council (Council) resolve to authorise:

- (a) Gary Arnold in his capacity as Interim Director Planning & Environment to act as dual Office Bearer for Council (with Stacy Williams, Chief Executive Officer), enabling him to authorise and sign relevant forms relating to changes at Council's financial institutions in the interim until the permanent appointment of Directors,
- and
- (b) upon permanent appointment of the Directors, along with Stacy Williams in her capacity of Chief Executive Office, any two (2) such persons to act as Officer Bearers for Council to authorise and sign relevant forms relating to changes of authorised signatories at financial institutions with whom Council undertake business transactions.

BACKGROUND

Council approved a Resolution (100225) on 25 February 2025, authorising Stephen Fernando in his capacity as Director Corporate Services and Sarah Ryan in her capacity as Acting Chief Executive Officer to act as dual Officer Bearers for Council. With the recent Executive Restructure being undertaken, both Stephen Fernando and Sarah Ryan will be no longer employed in their Director roles. We need to ensure we have delegated authorisation from Council to enable updates to signatories at relevant financial institutions.

DISCUSSION

Financial Institutions require authorisation from two (2) Office Bearers to sign off and authorise appointment of signatories or security changes. Technically, for a Local Government entity such Office Bearers would be Councillors, but this role is delegated to identified members of the senior leadership team.

STRATEGIC IMPLICATIONS

2 - Strategic Theme 2: A place of progressive leadership

2.1 - Ensure we provide clear, concise and consistent information which is easily accessed.

BUDGETARY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Murray River Delegations of Authority - (Mayor and CEO) (POL-102)

LEGISLATIVE IMPLICATIONS

Nil

RISK ANALYSIS

- **What can happen?**

Audit risk as former staff are not able to be removed from financial accounts and Council may be impacted on securing investments in a timely manner as well as ability to add new staff for authorisations of financial transactions.

- **How can it happen?**

Delay in time for approval of financial institutions changes to signatories & security.

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

Not having the ability to update signatories & security measures with financial institutions

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

Likely

- **Adequacy of existing controls?**

None

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

Formalise via a Council resolution

CONCLUSION

It is recommended that the authority to implement changes to authorised signatories, for purposes of dealing with financial institutions be delegated to any two persons of the Senior Leadership Team, consisting of the Chief Executive Officer and Directors.

ATTACHMENTS

Nil

9.1.3 MOTIONS FOR LGNSW ANNUAL CONFERENCE 2025

File Number: -

Author: Sheryl Mudaliar, Executive Services Coordinator

Authoriser: Stacy Williams, Chief Executive Officer

RECOMMENDATION

That Council:

1. Agree on the motions that are to be submitted for the LGNSW Annual Conference that assists and advocates for Murray River Council and the state of NSW.

BACKGROUND

The Annual Conference will be held from Sunday 23 to Tuesday 25 November at Panthers Penrith and Western Sydney Convention Centre.

The Annual Conference is the supreme policy-making body of LGNSW and an opportunity for councillors to come together to share ideas and debate issues that shape the way LGNSW is governed and advocates on behalf of the local government sector.

DISCUSSION

Submitting motions to the LGNSW Annual Conference provides Council with an opportunity to raise local issues on a state-wide platform and influence the advocacy priorities of the local government sector. Motions adopted at the conference form the basis of LGNSW's policy and lobbying efforts with the NSW and Australian Governments, enabling stronger collective representation than individual councils could achieve alone.

By proposing motions, Council can demonstrate leadership, advocate for the interests of the community, and contribute to shaping sector-wide solutions to shared challenges.

STRATEGIC IMPLICATIONS

2 - Strategic Theme 2: A place of progressive leadership

2.9 - Improve Council and Community collaboration and interaction opportunities.

BUDGETARY IMPLICATIONS

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

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

RISK ANALYSIS

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

CONCLUSION

Motions for the LGNSW Annual Conference are due by 30 September 2025. Submitting a motion allows Council to raise local issues on a broader platform, influence the sector's advocacy agenda, and ensure the community's interests are represented in discussions with State and Federal Governments.

ATTACHMENTS

Nil

9.1.4 MEMBERSHIP TO AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION (ALGWA)**File Number:** -**Author:** Stacy Williams, Chief Executive Officer**Authoriser:** Stacy Williams, Chief Executive Officer**RECOMMENDATION**

That Council become a financial member of the Australian Local Government Women's Association (NSW) at a cost of \$275.00

BACKGROUND

The Australian Local Government Women's Association was created in Canberra on October 15, 1951, by 16 local government women drawn from all States of Australia then attending the Jubilee Women's Convention in the Jubilee Year of the Commonwealth of Australia (19/01/1951).

The ALGWA State branches form the federated national body of ALGWA.

DISCUSSION

Councillors, Allan, Campbell and Berryman recently attended the ALGWA conference hosted by Griffith City Council. The conference provided professional development, learning and networking opportunities as well as access to state and federal government leaders.

Members of ALGWA (NSW) Council will receive the following benefits

- Discounts for any ALGWA NSW Forums and Courses and Conferences
- Eligibility of councils to apply to host ALGWA Conferences
- Mentoring of Councillors and Staff members through personal contact with ALGWA NSW Executive members
- Eligibility of Councils to host the annual ALGWA NSW Conference
- Eligibility for the Marjorie Propsting Scholarship
- Eligibility to vote at the ALGWA AGM
- Eligibility to stand for election on the ALGWA NSW Executive Committee

STRATEGIC IMPLICATIONS

2 - Strategic Theme 2: A place of progressive leadership

2.7 - We will strengthen our reputation across the region by building strong, positive relationships with our communities and demonstrating accountability in all our actions and decisions.

BUDGETARY IMPLICATIONS

Membership is \$275.00 per year.

POLICY IMPLICATIONS

Murray River Councillor Expenses & Facilities (POL-103)

LEGISLATIVE IMPLICATIONS

RISK ANALYSIS

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

CONCLUSION

It is recommended that Council become a member of ALGWA (NSW)

ATTACHMENTS

Nil

9.2 DIRECTOR CORPORATE SERVICES REPORT AND SUPPLEMENTARY MATTERS

9.2.1 MOAMA LIONS RETIREMENT UNITS - FINALISATION OF LOAN FUNDS

File Number: -

Author: Stephen Fernando, Director Corporate Services

Authoriser: Stacy Williams, Chief Executive Officer

RECOMMENDATION

Alternate Resolution 1

That Murray River Council (Council) maintain the previous resolution adopted by Council at its ordinary meeting on the 3rd of April 2024 and not make any reimbursements to the Moama Lions Community Village Committee of Management (Committee) in relation to the borrowing and return of loan funds for the construction of additional units.

Alternate Resolution 2

That notwithstanding the resolution adopted at its ordinary meeting on the 3rd of April 2024, Murray River Council (Council) resolve to reimburse a sum of \$25,177.44 to the Moama Lions Community Village Committee of Management (Committee), being the additional capital amounts repaid by the Committee.

BACKGROUND

The Moama Lions Community Village Committee of Management (*'the Committee'*) is a Committee of Council established under Section 355 of the Local Government Act 1998. Functions of the committee include but are not limited to the collection of revenue from tenants which should be used to offset outgoing expenses such as rates. The funds managed by the Section 355 Committee are funds of Council.

At its October meeting in 2020, Council resolved (Resolution 111020): to agree to borrow \$500,000 (from National Australia Bank) to construct six retirement units at 10 & 12 Council Street Moama on land already acquired for the purpose. The Committee was to make repayments on this loan using rental income from the existing units.

At a Special Meeting held on Monday 3 July 2023, the Moama Lions Community Village Committee of Management unanimously agreed that the loan for the construction of new units at 10 & 12 Council Street Moama be returned to Council as the Committee determined that the project was no longer viable due to construction cost escalations.

Some of the funds obtained through the loan had been spent on design and development of plans.

On 26 September 2023 Council resolved to accommodate the request made by the Moama Lions Community Village Committee of Management to return the monies advanced by Council for the construction of additional housing units at 10 & 12 Council Street Moama. The loan from NAB was repaid.

In early 2024, the Committee claimed that they had made repayments over and above the amounts spent on design and development. They requested the return of \$58,558.62 back to their Committee bank account.

At its meeting on 23 April 2024, Council resolved (agenda item 9.5.1) not to make any further reimbursements to the Committee. The Council report submitted to the meeting of 23 April 2024

appears as Attachment 1. The letter requesting the reimbursement from the Committee appears as Attachment 2.

DISCUSSION

With the election of a new Council in late 2024, The Committee has prosecuted their case for the refund of the amounts that is claimed to have been overpaid by the Committee to Council. A summary of the amounts borrowed from the bank; amounts spend on design and development, and amounts repaid by the Committee is provided in the table below.

Loan Utilisation Summary

Amount Borrowed	500,000.00
Amount Spent	69,138.89
Unutilised Amount	<u>430,861.11</u>

Summary of Design Costs

Legal Services	FY 2020/21	2,702.50
Gerard Brandwick Architects	FY 2020/21	11,059.20
Gerard Brandwick Architects	FY 21/22 onwards	27,828.90
Planright	FY 21/22 onwards	11,259.60
FURR Consulting	FY 21/22 onwards	10,670.00
MRC DA Fees	FY 21/22 onwards	5,618.69
		<u>69,138.89</u>

Summary of Payments by Committee

Total Capital Re-paid by Committee	116,148.47
Interest Incurred on Loan (NAB)	21,238.14
Costs Incurred	<u>69,138.89</u>
Amount Overpaid by Committee	25,771.44

It should be noted that during the period of the project, Council staff expended time in securing the loans, managing several regulatory processes, and supporting the design process. The cost of such time has not been identified separately and is not included in the above calculations.

STRATEGIC IMPLICATIONS

5 - Strategic Theme 5: Leadership and Governance

5.1 - An effective, efficient and progressive Council that provides leadership to the community

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

BUDGETARY IMPLICATIONS

Any amounts returned to the Committee will have a negative cash flow impact. The refund is not budgeted for.

POLICY IMPLICATIONS

Murray River Budget Policy (POL-216)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**
Reputational risk of not
- **How can it happen?**
Council resolves to not make any refunds
- **What are the consequences of the event happening?**
Reputational damage amount community organisations.
- **What is the likelihood of the event happening?**
Depend on Council decision, almost certain if no refund is made.
- **Adequacy of existing controls?**
Not applicable
- **Treatment options to mitigate the risk?**
Not applicable

CONCLUSION

The fact that the Committee repaid in excess of the loan they utilised to cover expenses is not in doubt. The previous resolution to not make any refunds was based on the fact that the cost of staff time incurred on this project would be well in excess of the \$25,177.44 additional repayments.

However, given the s355 committee status of the Committee, a case can be made to refund the excess amounts repaid by the Committee of \$25,177.44

ATTACHMENTS

1. **Council Report 9.5.1 of 23 April 2024**
2. **Request from the Committee**

9.5.1 MOAMA LIONS COMMUNITY VILLAGE COMMITTEE OF MANAGEMENT - REQUEST FOR REIMBURSEMENT OF LOAN REPAYMENTS**File Number:**

-

Author:

Sarah Ryan, Director Community & Economic Development

Authoriser:

Terry Dodds, Chief Executive Officer

RECOMMENDATION

That Council does not approve reimbursement of the principal and interest repayments for the loan obtained to construct new units at 10 & 12 Council Street Moama to Moama Lions Community Village Committee of Management.

BACKGROUND

At a Special Meeting held on Monday 3 July 2023, the Moama Lions Community Village Committee of Management unanimously agreed that the loan for the construction of new units at 10 & 12 Council Street Moama be returned to Council as the Committee determined that the project is not viable.

On 26 September 2023 Council resolve to accommodate the request made by the Moama Lions Community Village Committee of Management to return the monies advanced by Council for the construction of additional housing units at 10 & 12 Council Street Moama.

The loan has now been terminated and all funds returned to the bank.

DISCUSSION

The Moama Lions Community Village Committee of Management (*the Committee*) is a Committee of Council established under Section 355 of the Local Government Act 1998. Functions of the committee include but are not limited to the collection of revenue from tenants which should be used to offset outgoing expenses such as rates. The funds managed by the Section 355 Committee are funds of Council.

At its October meeting in 2020, Council resolved (Resolution 111020): to agree to borrow \$500,000 to construct six retirement units at 10 & 12 Council Street Moama on land already acquired for the purpose.

Brandrick Architects were appointed for the design development, planning approval and construction documentation for up to eight new units at 10 & 12 Council Street Moama.

In August 2022 Consent was approved to Brandrick Architects for the construction of eight independent living units for the purposes of seniors housing subject to Deferred Commencement Provisions pertaining to the consolidation of 10 & 12 Council Street November from the War Street Road Reserve closure.

Council officers sought quotes from highly skilled project managers to oversee the project. Only one quote was received, and it was confirmed that the original budget for construction of the new units was unlikely to cover the entire build. Council officers recommended a staged construction plan and obtaining a QS report to establish how many units the available funds would cover.

At a Special Meeting held on Monday 3 July 2023, the Moama Lions Community Village Committee of Management unanimously agreed that the loan for the construction of new units at 10 & 12 Council Street Moama be returned to Council as the Committee determined that the project is not viable at the current time.

The Committee thanked Council for the work done to date preparing documents and plans.

On 26 September 2023 Council resolve to accommodate the request made by the Moama Lions Community Village Committee of Management to return the monies advanced by Council for the construction of additional housing units at 10 & 12 Council Street Moama.

MURRAY RIVER COUNCIL Ordinary Council Meeting Agenda

23 April 2024

The loan has now been terminated and all funds returned to the bank.

The Committee of Management have written to Council to seek reimbursement of loan repayments (\$58,558.62).

Ultimately it would be an accounting exercise if Council determined that the Committee was required to make repayments from funds it held in the Committees account. The funds managed by the Section 355 Committee are funds of Council.

Council officers have diligently fulfilled their obligations in obtaining the loan and servicing the loan by way of monthly invoicing and reporting to the Committee of Management.

STRATEGIC IMPLICATIONS

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

4.4 - Develop community led strategy with a focus on social connections / social fabric and a sense of belonging - Provide programs for targeted community demographics.

BUDGETARY IMPLICATIONS

Ultimately it would be an accounting exercise if Council determined that the Committee was required to make repayments from funds it held in the Committees account. The funds managed by the Section 355 Committee are funds of Council.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Nil.

RISK ANALYSIS

- **What can happen?**
Reputational risk to Council due to unforeseen increase in inflation
- **How can it happen?**
Overseeing, either directly or via a 355 Committee, a Village of this type is not council's core business.
- **What are the consequences of the event happening?**
Reputational damage.
- **What is the likelihood of the event happening?**
High
- **Adequacy of existing controls?**
Adequate
- **Treatment options to mitigate the risk?**
The Committee wrote to Council and asked Council to obtain a loan for the purpose of constructing new units.

As the committee does not intend to go ahead with the construction of new units, it does not make sense to continue to maintain the loan and as such the loan has been terminated.

CONCLUSION

The Committee of Management have written to Council to seek reimbursement of loan repayments.

MURRAY RIVER COUNCIL Ordinary Council Meeting Agenda**23 April 2024**

Ultimately it would be an accounting exercise if Council determined that the Committee was required to make repayments from funds it held in the Committees account. The funds managed by the Section 355 Committee are funds of Council.

Council officers have diligently fulfilled their obligations in obtaining the loan and servicing the loan by way of monthly invoicing and reporting to the Committee of Management.

Council should not approve reimbursement of the principal and interest repayments for the loan obtained to construct new units at 10 & 12 Council Street Moama to Moama Lions Community Village Committee of Management.

ATTACHMENTS

1. **Request for Reimbursement of loan repayments - Moama Lions Community Village Committee of Management - Confidential**

MOAMA LIONS COMMUNITY VILLAGE COMMITTEE
P.O. BOX 164
MOAMA NSW 2731
PHONE 0408355453
EMAIL junejenkins22@hotmail.com

7th March 2024

Mr. Terry Dodds & Councilors
CEO
Murray River Council
Perricoota Road
Moama NSW 2731

Hi Terry, and Councilors

We are writing to Murray River Council in regards to payments made off the Loan, for the purpose of building new units in Moama,

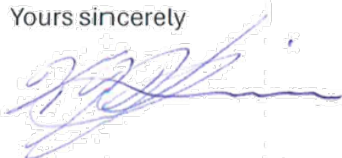
I refer to a letter dated, 4th October 2023, from Sarah Ryan.

We are requesting the money paid off the Loan, after accounts and interest were paid from the Loan, to be returned to the Moama Lions Community Village Committee.

We have worked out the Loan Account, to the best of our knowledge, I have attached a copy for you to have a look at. We believe that we are entitled to a refund of approximately \$57,269.95. This being money paid off the Loan and not used.

If you would like to discuss the matter further, please don't hesitate to contact me on the above number.

Yours sincerely



June Jenkins
Secretary/Treasurer
Moama Lions Community Village Committee

LOAN ACCOUNT. 31/7/23.

500,000.00.

Payments.	\$116,148.47.
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Interest Paid.	18,718.76.	Interest paid - \$18,189.21
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Balance.	97429.71.	Balance - \$97,959.26
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Interest Gained.	15217.43.	Interest - \$20,718.33
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Balance.	112647.14
----------	-----------

55377.19	Funds spent - \$57,070.04
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Closing Balance.	\$57269.95.
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MRC.

Payments Made.	1 17429.71.
----------------	-------------

- 20000.00.

97429.71.

- 55377.19.	=42052.52.
-------------	------------

Plus Interest.	15217.43.
----------------	-----------

\$57269.95

Closing Balance on Loan	\$382570.29.
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MOAMA LIONS COMMUNITY VILLAGE COMMITTEE

P.O. BOX 164

MOAMA NSW 2731

PHONE 0408355453

EMAIL Junejenkins22@hotmail.com7th March 2024

Mr. Terry Dodds & Councilors
CEO
Murray River Council
Perricotta Road
Moama NSW 2731

Hi Terry & Councilors

I am writing to you regarding the Rates that have been paid, on ten & 12 Council Street, Moama.

These two blocks of Land, donated to us for the purpose of building units on.
As I am sure you can recall these blocks of land were handed back to Council last year.

The land is, and always has been, in the name of the Murray River Council. Since day one we have paid the rates on this land.

We have been told that the rates paid will be refunded to us.
From 2020 we have paid approximately \$9592.95, in rates.

We hope that the Council feels fit to reimburse the monies paid.

If you require further information, please do not hesitate to contact me.

Yours sincerely



June Jenkins
Secretary/Treasurer
Moama Lions Community Village Committee

9.2.2 FINAL ADOPTION - RATES, CHARGES & GENERAL DEBTORS WRITE-OFF AUTHORITY POLICY V#1**File Number:** -**Author:** Sandra Gordon, Manager Governance & Risk**Authoriser:** Stephen Fernando, Director Corporate Services**RECOMMENDATION**

That:

1. Council adopts the Rates, Charges & General Debtors Write-Off Authority Policy V#1 and the Policy Register be updated; and
2. All previous versions of the policy are rescinded.

DISCUSSION

At the ordinary Council meeting held on the 22nd July 2025, the DRAFT Rates, Charges & General Debtors Write-Off Authority Policy V#1 was adopted and placed on public display.

Council levies Rates and Charges annually on properties within the Council area, in keeping with the Revenue Policy which is adopted by Council each year and in keeping with the various relevant clauses in the Local Government Act 1993 (the Act) and the Local Government (General) Regulation 2021 (the Regulation).

Council also incurs debts in relation to other services it provides ratepayers, residents and other business entities.

In some instances, it is necessary and in the best interest of Council, to write-off of debts. The usual process for approval of such Write-Offs of Debt is to obtain a resolution of Council. However, such a procedure is not efficient or cost effective under certain circumstances and where the amount involved is not significant. Section 213(2) of the Regulation authorises Council to provide a delegation to the CEO to write-off debts up to a specified financial value.

No submissions were received during period the Policy was on public display.

ATTACHMENTS

1. Rates Charges General Debtors Write-off Authority Policy V#1

MURRAY RIVER COUNCIL
COUNCIL POLICY

**RATES,
CHARGES
&
GENERAL
DEBTORS
WRITE-OFF
AUTHORITY
POLICY**

POL-221.V#1





RATES, CHARGES & GENERAL DEBTORS WRITE-OFF AUTHORITY POLICY

1. INTRODUCTION

Council levies Rates and Charges annually on properties within the Council area, in keeping with the Revenue Policy which is adopted by Council each year and in keeping with the various relevant clauses in the Local Government Act 1993 (the Act) and the Local Government (General) Regulation 2021 (the Regulation).

Council also incurs debts in relation to other services it provides ratepayers, residents and other business entities.

In some instances, it is necessary and in the best interest of Council, to write-off of debts. The usual process for approval of such Write-Offs of Debt is to obtain a resolution of Council. However, such a procedure is not efficient or cost effective under certain circumstances and where the amount involved is not significant. Section 213(2) of the Regulation authorises Council to provide a delegation to the CEO to write-off debts up to a specified financial value.

2. OBJECTIVES

The objectives of this Policy are:

- › To facilitate the operational efficiency of dealing with the write-off of smaller debts that are:

- Resulting from an error; or
- The debt is not lawfully recoverable or is the subject of a decision of a court; or

Section 213(5)(a) and (b) of the Regulation

- Where in the reasonable opinion of the delegated person, attempts to recover the debt would not be cost effective, or
- Where the write off would facilitate any debt recovery actions, and/or results in the collections of a much larger amount; and

Section 213(5)(c) of the Regulation

- › To ensure proper controls are in place to govern the activity of writing-off debts owed to Council, whether they be debts stemming from the levying of rates & charges or sundry debts stemming from the fees charged for the recover of services provided by Council.

3. SCOPE

This Policy applies to:

- › All Council Officers.
- › Any write-off of debts.

4. LEGISLATION

- › Local Government Act 1993 (NSW)
- › Local Government (General) Regulation 2021 (NSW)
- › Social Security Act 1991 (CTH)



RATES, CHARGES & GENERAL DEBTORS WRITE-OFF AUTHORITY POLICY

5. POLICY STATEMENT

- 5.1. In keeping with Section 213 of the Regulations, the CEO is delegated the following limits for the write-off of debts.

The CEO may further delegate the delegated authority to Council Officers as seen fit by the CEO.

Category	Financial Limit	Comments & Requirements
Correction of Levying or Invoicing Errors	\$ 20,000	CEO to clearly document the details and circumstances of, as applicable, the error in levying or invoicing.
Accrued Interest (in cases of Hardship)	\$ 5,000	In keeping with and subject to the limits specified in Section 567 of <u>the Act</u> .
Rates & Charges Owed by Pensioners	\$ 5,000	In keeping with and subject to the limits specified in Section 583 & Section 584 of <u>the Act</u> .
Settlement of a Debt (accrued interest and other costs)	\$ 5,000	To facilitate an arrangement to settle amounts owing to Council, where, in keeping with Section 213(5)(c) of <u>the Regulation</u> , the CEO is of the reasonable opinion that the concession will result in full settlement of the remaining unpaid amount.
Settlement of a Debt (Rates, Charges or Sundry Debts)	\$ 5,000 or 25% of Debt, whichever is lower	To facilitate an arrangement to settle amounts owing to Council, where, in keeping with Section 213(5)(c) of <u>the Regulation</u> , the CEO is of the reasonable opinion that the concession will result in full settlement of the remaining unpaid amount.

- 5.2. The CEO must maintain a register that record and detail all write-off of debts that have been made in keeping with the delegated authority provided in this Policy.

The register must contain all details as required by Section 213(4) of the Regulation.

- 5.3. The CEO must submit to Council on the following occasions, a report detailing the write-off of debts that have been made:

- the first Council meeting after the completion of the first half of the financial year, and
- the first Council meeting after the completion of the financial year.

The report to contain details as specified in Section 213(4) of the Regulation.

- 5.4. The CEO to implement an internal process, where the requests for write-off of debt are made by Council Officers in writing (or through an auditable electronic system), to the CEO and where appropriate contain interim approvals (by a Manager or a Director).



RATES, CHARGES & GENERAL DEBTORS WRITE-OFF AUTHORITY POLICY

6. RESPONSIBILITIES

Position	Responsibility
Mayor and Councillors	To have a reasonable understanding of the contents of this Policy and the delegations conferred through this Policy.
CEO	To lead staff (either directly or through delegated authority) in their understanding of, and compliance with, this Policy and any related Procedures and monitor conformance to the provisions of this Policy.
Directors, Managers and Supervisors	To communicate, implement and comply with this Policy and any 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.

7. EVALUATION AND REVIEW

It is the responsibility of the Responsible Accounting Officer or the Chief Financial Officer 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. ASSOCIATED DOCUMENTS, DEFINITIONS AND ACRONYMS

External:

Nil.

Internal:

- › MRC Policy - Revenue Policy (as applicable from time to time)

Definitions:

Term	Definition
Act	Local Government Act 1993 (NSW)
CEO	Refers to the person appointed as the General Manager in keeping with Section 334 of the <u>Act</u> . Within Murray River Council the role is referred to as the Chief Executive Officer.
Council Officer	An officer is defined as being one of the following: › An employee, or › A contractor or subcontractor, or › An employee of a contractor or subcontractor, or › An employee of a labour hire company who has been assigned to work in the person's business or undertaking, or › An outworker, or › An apprentice or trainee, or › A student gaining work experience, or › A volunteer



RATES, CHARGES & GENERAL DEBTORS WRITE-OFF AUTHORITY POLICY

Policy	Refers to this Rates, Charges & General Debtors Write-Off Policy.
Regulation	Local Government (General) Regulation 2021 (NSW)
Write-off of Debt	Reversal of any amount, in the financial statements of Council or the waiver of any amount, for any reason whatsoever, that is owed or due to Council by an external party(ies).

9. DOCUMENT CONTROL

Version No.	Details	Dates	CM9 Reference	Resolution No.
1	Initial Issue	23 September 2025 to today	VF/25/321	TBA

Council reserves the right to review, vary or revoke this policy at any time
This Policy is scheduled for review before 2029

NOTE:

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

DISCLAIMER:

This document was formulated to be consistent with Murray River Council's legislative obligations and within the scope of Council's powers. This document should be read in conjunction with relevant legislation, guidelines, and codes of practice. In the case of any discrepancies, the most recent legislation should prevail. This document does not constitute legal advice.

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this, such a change may be made administratively. Examples include a change to the name of a Business Unit, position title or a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact. When such changes are made the version number will be amended and an extension added (eg V#1.1)

9.2.3 FINAL ADOPTION - MODERN SLAVERY PREVENTION POLICY V#1**File Number:** -**Author:** Sandra Gordon, Manager Governance & Risk**Authoriser:** Stephen Fernando, Director Corporate Services**RECOMMENDATION**

That:

1. Council adopts the Modern Slavery Prevention Policy V#1 and the Policy Register be updated; and
2. All previous versions of the policy are rescinded.

DISCUSSION

At the ordinary Council meeting held on the 22nd July 2025, the DRAFT Modern Slavery Prevention Policy V#1 was adopted and placed on public display.

Council is committed to the following overarching principles:

- ▶ A zero-tolerance approach to all conduct falling within the definition of Modern Slavery as set out in the MS Act and the Guidelines (GRS);
- ▶ This Policy will be underpinned by a Modern Slavery Prevention Plan which details the steps required to be taken to identify, mitigate and respond to risks that have the potential to cause or contribute to Modern Slavery at all stages of the supply chain. The Plan will adopt a risk-based due-diligence approach and will extend to implementation and regular system reviews and controls for identifying, addressing and remediating any known instance of Modern Slavery;
- ▶ A culture of continuous improvement will be established at all levels of Council with regard to addressing Modern Slavery risks;
- ▶ Where higher risks of Modern Slavery are identified in our immediate supply chain, implement strategies to manage or minimise the risks;
- ▶ Where Council identifies risks outside its direct control, it will engage with key stakeholders to leverage its influence and encourage positive, long-lasting change.
- ▶ Where Council reasonably believes that a Modern Slavery offence has occurred at any stage in the Council supply chain, it will report the matter to the Commissioner.
- ▶ Council employees will receive appropriate training to ensure all employees are aware of what constitutes Modern Slavery and the areas of heightened risk in Council's supply chain and sufficient information to employees to equip them to raise any potential concerns.
- ▶ Council will engage only those suppliers who are willing and able to demonstrate that they meet Council's minimum Modern Slavery prevention requirements in procurement activities.

No submissions were received during period the Policy was on public display.

ATTACHMENTS**1. Modern Slavery Prevention Policy V#1**

MURRAY RIVER COUNCIL
COUNCIL POLICY

**MODERN
SLAVERY
PREVENTION
POLICY**

POL-220 V#1





MODERN SLAVERY PREVENTION POLICY

1. INTRODUCTION

The Modern Slavery Act 2018 (NSW) (hereafter as the MS Act) introduced a number of obligations for local councils under the Local Government Act 1993 (NSW) to meet, including a requirement to take reasonable steps to ensure goods and services procured on behalf of councils are not the product of Modern Slavery and to report on the steps taken in managing modern slavery risks.

This Policy outlines Council's strategic approach to identifying, assessing, managing and mitigating the risk of Modern Slavery within its operations and supply chains in accordance with Council's ethical obligations and statutory responsibilities as set out in the MS Act and the Anti-Slavery Commissioner's Guidance on Reasonable Steps ('GRS').

2. POLICY OBJECTIVES

The objectives of this Policy are to:

- › Outline Council's strategic commitment to ensuring goods and services we procure are not the product of Modern Slavery;
- › Ensure compliance with the MS Act; and
- › Promote transparency in purchasing activities.

3. SCOPE

This Policy applies to:

- › All procurement activities and tendering processes;
- › Council's employees, contractors and volunteers;
- › Third-party suppliers and service providers;
- › Partnerships and collaborative arrangements;
- › Any other operational functions and business interactions under the Council's authority; and
- › Encompasses all procurement activities, operational functions and interactions that fall within Council's business.

For the sake of clarity, the term 'modern slavery' describes situations of coercion, threats or deception used to exploit victims and undermine or deprive them of their freedom and can include serious forms of exploitation such as forced labour, slavery, servitude, debt bondage, human trafficking, deceptive recruiting for labour services, the worst forms of child labour and forced marriage. These practices are criminal offences and violations of fundamental human rights.

This Policy does not extend to unfair employment practices which are ordinarily caught by the Fair Work Act 2009 (CTH), although such practices may coexist in some situations involving modern slavery.

4. LEGISLATION

- › Local Government Act 1993 (NSW)
- › Local Government (General) Regulations 2021 (NSW)
- › Fair Work Act 2009 (CTH)
- › Modern Slavery Act 2018 (NSW)



MODERN SLAVERY PREVENTION POLICY

5. POLICY STATEMENT

Council is committed to the following overarching principles:

- › A zero-tolerance approach to all conduct falling within the definition of Modern Slavery as set out in the MS Act and the Guidelines (GRS);
- › This Policy will be underpinned by a Modern Slavery Prevention Plan which details the steps required to be taken to identify, mitigate and respond to risks that have the potential to cause or contribute to Modern Slavery at all stages of the supply chain. The Plan will adopt a risk-based due-diligence approach and will extend to implementation and regular system reviews and controls for identifying, addressing and remediating any known instance of Modern Slavery;
- › A culture of continuous improvement will be established at all levels of Council with regard to addressing Modern Slavery risks;
- › Where higher risks of Modern Slavery are identified in our immediate supply chain, implement strategies to manage or minimise the risks;
- › Where Council identifies risks outside its direct control, it will engage with key stakeholders to leverage its influence and encourage positive, long-lasting change.
- › Where Council reasonably believes that a Modern Slavery offence has occurred at any stage in the Council supply chain, it will report the matter to the Commissioner.
- › Council employees will receive appropriate training to ensure all employees are aware of what constitutes Modern Slavery and the areas of heightened risk in Council's supply chain and sufficient information to employees to equip them to raise any potential concerns.
- › Council will engage only those suppliers who are willing and able to demonstrate that they meet Council's minimum Modern Slavery prevention requirements in procurement activities.

6. RESPONSIBILITIES

Position	Responsibility
CEO	To lead employees in their understanding of, and compliance with, this Policy.
Chief Legal Counsel	To report on matters contemplated under this Policy and as required by the Modern Slavery Act.
Directors	To communicate, implement and comply with this Policy.
All Council Employees	To comply with their responsibilities under this Policy in all purchasing and other relevant business activities.

7. EVALUATION AND REVIEW

It is the responsibility of the Chief Legal Counsel to monitor the adequacy of this Policy from time to time.

This Policy will be reviewed at a minimum, every four (4) years or earlier as required.



MODERN SLAVERY PREVENTION POLICY

8. ASSOCIATED DOCUMENTS, DEFINITIONS AND ACRONYMS

External:

- Local Government (State) Award (current version)
- Office of Local Government - Circulars and/or directives
- Office of the NSW Anti-Slavery Commissioner – Guidance on Reasonable Steps
- United Nations (UN) - Guiding Principles on Business and Human Rights
- United Nations (UN) - Declaration of Human Rights
- International Labour Organisation Conventions

Internal:

- MRC Policy – Code of Conduct (Employees) Policy
- MRC Policy – Code of Conduct (Councillors) Policy
- MRC Policy – Procurement Policy
- MRC Procedure - Supplier Code of Conduct Procedure
- MRC Plan - Modern Slavery Prevention Plan

Definitions

Term:	Description
Council	means Murray River Council.
Commissioner	means the Office of the NSW Anti-Slavery Commissioner.
GRS	Anti-Slavery Commissioner's Guidance on Reasonable Steps
Modern Slavery	has the meaning given to it by the <u>Modern Slavery Act 2018 (NSW)</u> as amended from time to time.
Modern Slavery Act (MS Act)	means the <u>Modern Slavery Act 2018 (NSW)</u> .

9. DOCUMENT CONTROL

Version No.	Details	Dates	CM9 Reference	Resolution No.
1	Under the provisions of the Modern Slavery Act, Council must have a Policy addressing this issue	DRAFT	VF/25/297	TBA

Council reserves the right to review, vary or revoke this policy at any time
This Policy is scheduled for review in 2029

**MODERN SLAVERY PREVENTION POLICY****NOTE:**

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9.2.4 FINAL ADOPTION - ASSET DISPOSAL POLICY V#1**File Number:** -**Author:** Sandra Gordon, Manager Governance & Risk**Authoriser:** Stephen Fernando, Director Corporate Services**RECOMMENDATION**

That:

1. Council adopts the Asset Disposal Policy V#1 and the Policy Register be updated; and
2. All previous versions of the policy are rescinded.

DISCUSSION

At the ordinary Council meeting held on the 22nd July 2025, the DRAFT Asset Disposal Policy V#1 was adopted and placed on public display.

The disposal of assets will be based on the following principles in the listed order of priority, to achieve the objectives of this Policy.

- ▶ Ensure disposals are always in keeping with required legislative and regulatory requirements;
- ▶ Disposals are open, transparent and provide fair opportunities to potential purchasers;
- ▶ All assets disposed of are to be advertised as being In 'as-is" condition and at the purchasers risk;
- ▶ Make best efforts to dispose in a manner that will facilitate the reuse of the asset or its components;
- ▶ With a view to obtaining the optimum monetary return and/or eliminating disposal of end-of-life costs;
- ▶ Attempt to further social objectives;
- ▶ Where reuse is not possible, explore options for recycling of the asset or their component materials; and/or
- ▶ Where recycling is not possible, dispose to a landfill authorised to accept the assets/materials being disposed of.

No submissions were received during period the Policy was on public display.

ATTACHMENTS

1. Asset Disposal Policy V#1

MURRAY RIVER COUNCIL
COUNCIL POLICY

ASSET DISPOSAL POLICY

POL-318.V#1





ASSET DISPOSAL POLICY

1. INTRODUCTION

With an asset base of over one billion dollars, Council decommissions and/or ceases to use assets on a regular basis. Such assets need to be disposed of, either sold for a monetary return to Council, donated free of charge to identified parties or responsibly disposed of for recycling or to a landfill.

2. OBJECTIVES

The objectives of the Policy are to ensure that asset disposals undertaken by Council are done:

- › In a socially responsible manner; and
- › To obtain the best value for Council; and
- › Through a transparent process.

3. SCOPE

This Policy applies to:

- › The disposal of all Council owned assets, excluding land/building assets.
- › All Council Officers undertaking such disposals.

The disposal of land assets is governed by the Land Acquisition and Disposal Policy.

4. LEGISLATION

- › Local Government Act 1993 (NSW) (Act)
- › Local Government (General) Regulation 2021 (NSW) (Regulation)
- › Competition and Consumer Act 2010 (CTH)

5. POLICY STATEMENT

5.1. PRINCIPLES

The disposal of assets will be based on the following principles in the listed order of priority, to achieve the objectives of this Policy.

- › Ensure disposals are always in keeping with required legislative and regulatory requirements;
- › Disposals are open, transparent and provide fair opportunities to potential purchasers;
- › All assets disposed of are to be advertised as being In 'as-is' condition and at the purchasers risk;
- › Make best efforts to dispose in a manner that will facilitate the reuse of the asset or its components;
- › With a view to obtaining the optimum monetary return and/or eliminating disposal of end-of-life costs;
- › Attempt to further social objectives;
- › Where reuse is not possible, explore options for recycling of the asset or their component materials; and/or
- › Where recycling is not possible, dispose to a landfill authorised to accept the assets/materials being disposed of.

5.2. METHODOLOGY

Council will adopt the following methodology in disposing of assets.

- Where an organised and structured marketplace exists for a particular type of used asset, then Council will make use of such marketplaces to maintain transparency and to obtain the best monetary return. (An example of such a marketplace would be an online marketplace for the sale of used cars).

Council will review the use of such markets on a regular basis to ensure fair, open and competitive disposal of assets:

- Where no organised marketplace exists for the assets being disposed, in the first instance Council will explore the possibility of advertising the assets directly, using any means that are deemed to be best suited to obtain the optimum return to Council. Such action to be undertaken only where the expected proceeds of the sale exceed the costs and effort to undertake the advertising and sale process.
- Where:
 - The cost of any sale is likely to exceed the cost of undertaking a sale, or
 - An advertising process has been undertaken, and the asset(s) remain unsold, or
 - The items can be classified as having a minor value,

the Chief Executive Officer (CEO) may determine that such assets may be sold through an offer to employees of Council. Where such an approach is undertaken, the CEO shall ensure a transparent process where every employee has an equal opportunity to purchase any of the items on offer.

- Where assets remain unsold even after an offer to employees, Council shall explore opportunities for the donation of such items to local charities. The CEO shall determine the charities to which such assets are offered. When such donations are made, the CEO shall make best efforts to ensure that charities to which such offers are made, are rotated to cover as many charities as possible. Priority shall be given to charities within the Council area.
- Where assets cannot be disposed of in a manner that facilitates reuse, Council shall make best efforts to recycle the assets or any of its component materials (e.g. disposing to e-waste sites)
- Where recycling is not possible, Council may dispose assets or components to a landfill, ensuring that any remediation measures required, depending on the asset or material, is undertaken in keeping with legislative and regulatory requirements. (e.g. disposal of asbestos containing materials)

5.3. OTHER CONSIDERATIONS

Where assets that has contained Council data are being disposed, Council shall ensure that such data is permanently deleted from such assets. (e.g. laptops) Where there is a risk that such data can be recovered, devices containing such data shall be removed and destroyed, prior to disposal of the asset.

6. RESPONSIBILITIES

Position	Responsibility
Mayor	To lead Councillors in their understanding of, and compliance with this Policy.
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 any related Procedures.

ASSET DISPOSAL POLICY

All Council Officers	To be aware of and ensure compliance with this Policy and act within their delegated responsibilities.
Council Committees	To be aware of and adhere to this Policy.

7. EVALUATION AND REVIEW

It is the responsibility of the Chief Legal Counsel or equivalent, 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. ASSOCIATED DOCUMENTS, DEFINITIONS AND ACRONYMSExternal:

- › ICAC – Direct Negotiations – Guidelines for Managing Risks

Internal:

- › MRC Policy – Asset Management Policy (POL-305) and associated documents
- › MRC Policy – Code of Conduct Policies (POL-100.1, 100.2 and 100.3)
- › MRC Policy – Delegations of Authority (CEO to Council Officers) Policy (POL-107)
- › MRC Policy - Land Acquisition & Disposal Policy (POL-602)
- › MRC Procedures – Code of Conduct Procedure (P100.001)

Definitions:

Term	Definition
Asset(s)	For the purposes of this Policy, refers to all items owned and to be disposed of by Council excluding land and buildings
CEO	Refers to the person appointed as the General Manager in keeping with s334 of the Act. Within Council the role is referred to as the Chief Executive Officer.
Council	Murray River Council
Council Officer (Officer)	An Council Officer is defined as being one of the following: › An employee, or › A contractor or subcontractor (working directly for Council), or › An employee of a contractor or subcontractor, or › An employee of a labour hire company who has been assigned to work in the person's business or undertaking, or › An outworker, or › An apprentice or trainee, or › A student gaining work experience, or › A volunteer
Minor Value	Assets that are deemed by the CEO to have a value as an individual items less than \$250.
Policy	Refers to this Asset Disposal Policy

9. DOCUMENT CONTROL

Version No.	Details	Dates	CM9 Reference	Resolution No.
1	Initial Issue	23 September 2025 to today	VF/25/320	TBA

Council reserves the right to review, vary or revoke this policy at any time
This Policy is scheduled for review before 2029

NOTE:

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9.2.5 FINANCIAL REPORT - UNAUDITED FY 24/25 PERIOD ENDING 31 AUGUST 2025

File Number: -

Author: Nikki Chalmers, Financial Controller

Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

That Murray River Council (Council) resolve to receive the Unaudited Financial Statements for the period to 31 August 2025 (FY2024/25), noting that reporting of monthly financial statements is not a regulatory requirement but nonetheless is being provided in furtherance of financial transparency and in keeping with financial reporting best practice.

DISCUSSION

This report provides the unaudited estimated financial performance and position of Murray River Council for the relevant period in the current financial year against the budget for the corresponding period.

This report is not a requirement under the Local Government Act 1993 (the Act) nor the Local Government (General) Regulation 2021 (the Regulation). However, it is provided to as an additional report to complement the existing financial reporting such as the quarterly budget reviews and the investments report.

The Monthly Financial Report (in community reporting format) appears as Attachment 1.

The Monthly Financial Statements (in formal reporting format) appears as Attachment 2.

ATTACHMENTS

- 1. Monthly Report - August 2025**
- 2. Financial Statement (Unaudited) for period to 31 August 2025**

Monthly Financial Report

FY 2025-26, to 31 August 2025



BACKGROUND

This report provides the unaudited financial performance and position of Murray River Council for the period as at 31 August 2025 against the corresponding Budget for the full financial year.

INCOME & EXPENDITURE

Details what was charged to our ratepayers and customers compared to what was spent in delivering our services.

For the period under review, Council's operating surplus stood at \$22.3M after charging depreciation (What We Set-aside for Asset Renewals) of \$3.6M.

Net earnings are \$23.7M when Capital Revenue and Capital Expenses are added to the operating surplus.

Table 1: Income & Expenditure Statement:

	2024/25 Unaudited \$'000s	2025/26 Budget \$'000s	2025/26 YTD Actual \$'000s	% of Budget Achieved
What We Levied Our Ratepayers	25,070	26,548	27,031	102%
What We Invoiced our Customers	14,200	14,479	1,255	9%
What We Rcvd. as Grants & Subsidies	18,571	19,610	3,447	18%
What We Rcvd. as Interest from Investment	3,204	2,907	449	15%
Our Other Revenue	2,075	1,299	180	14%
Our Total Recurrent Earnings	63,121	64,842	32,363	50%
What We Spent on Our Staff	22,576	23,302	3,734	16%
What We Spent on Our Suppliers	27,799	24,031	2,756	11%
Our Total Direct Spend	50,374	47,332	6,490	14%
What We Paid Our Bankers	252	42	5	12%
What We Set-aside for Asset Renewals	21,918	21,397	3,566	17%
Our Operating Surplus/(Deficit)	(9,424)	(3,930)	22,301	667%
Our Capital Revenue	16,600	9,876	763	8%
Our Capital Expenses	9,465	-	(662)	-
Our Capital Surplus/(Deficit)	7,135	9,876	1,425	14%
Our Net Earnings	(2,288)	5,946	23,726	399%

Rates revenue has been recognised when levied (July 2025), as per the accounting standard for revenue recognition. The above position shows our full year allocation of rates revenue, however only 2 months of expenses, the operating surplus will reduce over time as expenditure is incurred. The below table has adjusted for the rates revenue to be applied to the relevant period and is showing an operating deficit of \$(0.2)M.

	2025/26 YTD Actual \$'000s	% of Budget Achieved
Rates for period	4,505	
Rates in advance	22,526	
Adjusted Operating Surplus / (Deficit)	(225)	6%

Monthly Financial Report

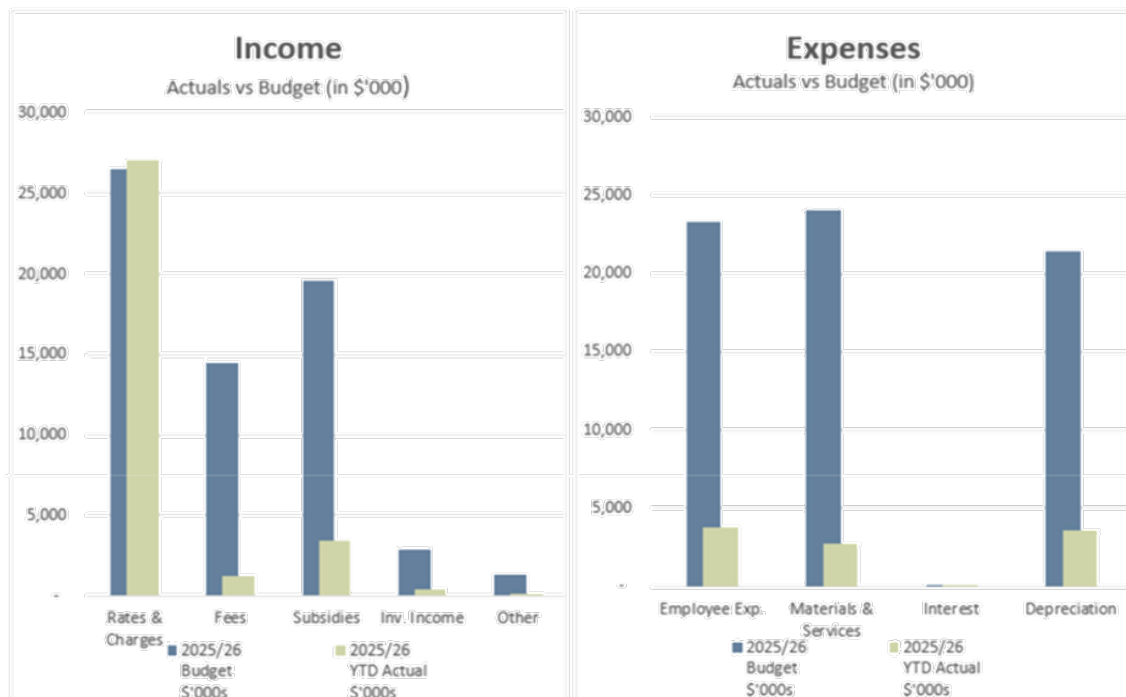
FY 2025-26, to 31 August 2025



Income & Expenditure

- We received 50% of the Financial Assistance Grant (being the primary source of operational grant revenue) in late June 2025 (last financial year) and have received the 1st quarterly instalment in August 2025. Currently the actual v budget are on target. We are expecting to receive the remaining funding allocation in instalments over this financial year (Nov25, Feb26 & May26).
- "What We Invoiced our Customers" is less than expected based on the annual budget amount. Majority of the revenue within this category is invoiced monthly, however Water Notices are issued every 4 months. We have not issued Water Notices for this financial year and are next expected to be issued in November 2025.
- Due to the reduction in the amount of Financial Assistance Grant funding received up front, we have limited the amount invested to manage cash flow, as well as a reduction in interest rates, our actual v budget for "What we Received as Interest from Investments" is slightly lower than expected.
- All of the other revenue items have tracked on target or above.
- Expenses paid to our Suppliers are slightly lower than expected. At the end of August, the YTD % is sitting at 11% and is expected to be 17%.
- Our employee expenses (What we paid our Employees) are tracking as expected.

Details of Revenue and Expenses, compared to the budget are graphically depicted in the two charts below.



Monthly Financial Report

FY 2025-26, to 31 August 2025



COMMUNITY WEALTH

Details the value of resources Council has, to service our community. Net Community wealth at the end of the period stood at \$1.24B.

Table 2 : Statement of Financial Position

	2024/25 Unaudited \$'000s	2025/26 Budget \$'000s	2025/26 YTD Actual \$'000s
What We Own	1,164,007	1,164,553	1,163,041
Inventory We Hold	2,477	1,826	2,477
What We are Owed	14,027	7,386	31,315
What We Have in Bank	64,572	44,109	62,710
Our Total Assests	1,245,083	1,217,874	1,259,542
What We Owe Our Suppliers	12,542	4,391	3,383
What We Owe Our Lenders	5,660	1,470	5,629
Other Liabilities	10,128	14,897	10,052
Our Total Liabilities	28,331	20,758	19,065
Our Community Wealth	1,216,752	1,197,116	1,240,477

- The increase of approx. \$4.1M between Budget and Actual for What We Owe our Lenders predominately relates to Contract Liabilities not being budgeted for. Contract Liabilities relate to Grant revenue received yet not able to be recognised as revenue until corresponding works to which the Grant revenue relates is completed.
- Cash balances (what we have in the bank) are higher than budgeted, this is due to timing as the budgeted amount is for the full year. We have received approx. 62% of the Federal Assistance Grant to date, however only had expenditure for 2 months. We expect the cash balance to align with budget as we expend of the year. The cash balances remain at satisfactory levels, noting that a sizeable portion of the investments are restricted for specific purposes. (see investments report).
- What we are owed is at expected levels as Council have issued their annual rates and charges notices in July with only the first instalment required (as a minimum) to be paid in August. This will decrease over the financial year as instalment notices are pay by the due dates.

Monthly Financial Report

FY 2025-26, to 31 August 2025

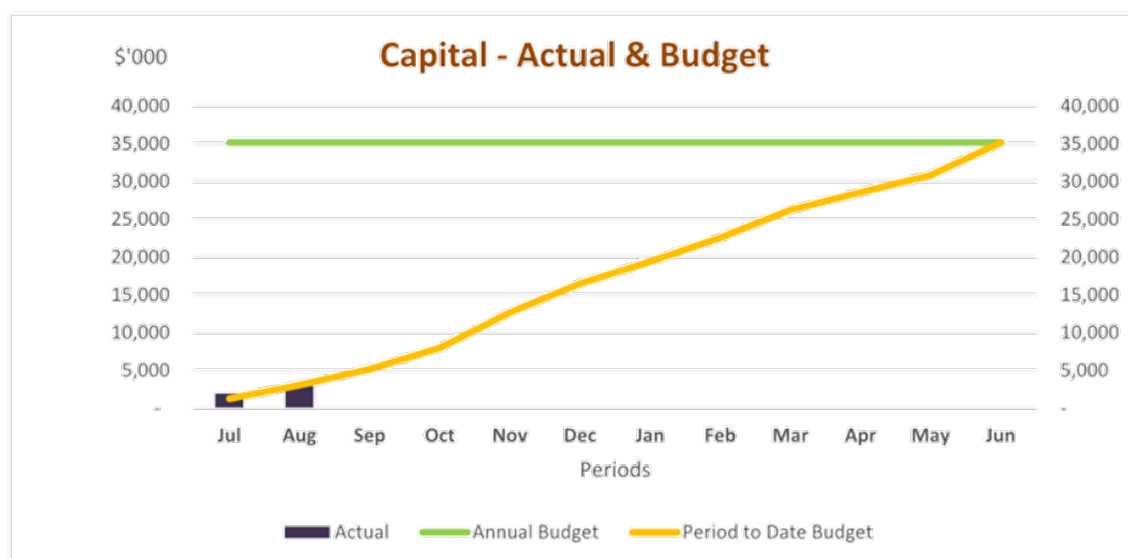


CAPITAL DELIVERY

Council's approved budgeted capital allocation is \$34.66M for 2025/26 after approval of the original budget. As at 31 August 2025, Council has spent approx. \$2.9M on its capital program, which is 8% of the annual capital budget excluding commitments for 2025/26, including commitments 16% of the annual capital budget has been expended & committed.

Based on the estimated timing of projects in the capital program, as at 31 August 2025 Council was estimated to have delivered \$3.0M of the capital budget, with current year to date actual expenditure of \$2.9M Council has delivered 96% of its capital budget program.

The below graph summaries monthly spending (Actual) over our estimated expenditure (Annual Budget & Period to Date Budget)



Monthly Financial Report

FY 2025-26, to 31 August 2025



LIQUID ASSETS & RESERVES

Shown below are the movements in liquid asset balances and investments for the period ending 31 August 2025.

Table 3: Movement of Liquid Assets

DETAILS	JUNE 2025	JULY 2025	AUGUST 2025
Cash Balance B/Fwd	\$940,348	\$583,565	\$708,715
Add inflows for month	\$13,154,033	\$11,222,620	\$13,408,755
Deduct outflows for month	\$11,260,815	\$13,597,470	\$9,954,809
CASH AVAILABLE	\$2,833,565	(\$1,791,285)	\$4,162,661
Redeem/(Purchase) Investments	(\$2,250,000)	\$2,500,000	(\$1,000,000)
CASH BALANCE	\$583,565	\$708,715	\$3,162,661
Add on-call account	\$10,931,282	\$3,658,841	\$9,526,505
Add investments - Deposits	\$48,250,000	\$45,750,000	\$46,750,000
Add investments - Shares	\$2,010	\$2,010	\$2,010
CASH POSITION	\$59,766,857	\$50,119,566	\$59,441,176
As per Bank Statements	\$11,514,847	\$4,367,556	\$12,689,166

The breakdown of the reserves by restriction and fund are as below:

Table 4: Breakdown of Reserves

Total of Cash & Restricted Assets (Reserves) by Fund

Fund	General	Water	Sewer	Waste	Total
June 2025	\$29,838,088	\$ 8,072,368	\$ 15,862,337	\$ 5,994,064	\$59,766,857
July 2025	\$23,920,732	\$ 6,818,447	\$ 14,595,430	\$ 4,784,957	\$50,119,566
August 2025	\$27,430,957	\$ 8,508,808	\$ 16,665,233	\$ 6,836,177	\$59,441,175

Breakdown of Cash & Restricted Assets (Reserves) by Fund

Funds	General	Water	Sewer	Waste	Total
Unrestricted	\$4,494,665	-	-	\$37,507	\$4,532,172
Internally Restricted	\$9,573,480	\$4,300,075	\$12,557,833	\$6,454,501	\$32,885,889
Externally Restrcted	\$13,362,812	\$4,208,733	\$4,107,400	\$344,169	\$22,023,114
Total	\$27,430,957	\$8,508,808	\$16,665,233	\$6,836,177	\$59,441,175

Monthly Financial Report

FY 2025-26, to 31 August 2025



Additional details of internally restricted and externally restricted reserves are provided in the following tables.

Table 5: Details of Internally Restricted Reserves

Internal Restricted Assets	General Fund	Water Fund	Sewer Fund	Waste Fund	Total
Buildings	\$208,010	-	-	-	\$208,010
Bushfire Services	\$45,278	-	-	-	\$45,278
Caravan Parks	\$242,473	-	-	-	\$242,473
Carryover Works	\$1,684,348	-	-	-	\$1,684,348
Cemeteries	\$80,676	-	-	-	\$80,676
Community Services	\$290,218	-	-	-	\$290,218
Employee Leave Entitlements	\$1,428,928	-	-	-	\$1,428,928
Heritage Buildings	\$18,495	-	-	-	\$18,495
Infrastructure Works	\$947,982	\$4,300,075	\$12,557,833	\$3,837,501	\$21,643,391
Landfill Rehabilitation	-	-	-	\$2,617,000	\$2,617,000
Parks & Recreation	\$172,836	-	-	-	\$172,836
Plant Fund	\$4,025,511	-	-	-	\$4,025,511
Public Halls	\$61,300	-	-	-	\$61,300
Quarries	\$42,481	-	-	-	\$42,481
Risk Management	\$12,500	-	-	-	\$12,500
S355 Committees	\$55,339	-	-	-	\$55,339
Software	\$14,270	-	-	-	\$14,270
Stormwater	\$101,145	-	-	-	\$101,145
	\$9,573,480	\$4,300,075	\$12,557,833	\$6,454,501	\$32,885,889

Table 6: Details of Externally Restricted Reserves

External Reserves	General Fund	Water Fund	Sewer Fund	Waste Fund	Total
Unspent Grants	\$7,691,044	\$86,891	\$49,513	\$107,434	\$7,934,882
Section 64/94	\$5,388,269	\$3,810,596	\$4,057,887	\$236,735	\$13,493,487
Community Services Ext	\$84,574	-	-	-	\$84,574
Land Management	\$134,638	-	-	-	\$134,638
Water Purchase	-	\$311,246	-	-	\$311,246
Other	\$64,287	-	-	-	\$64,287
	\$13,362,812	\$4,208,733	\$4,107,400	\$344,169	\$22,023,114

The Council's Bank Overdraft limit is \$400,000 which remains unutilised.

Certification

I hereby certify that the balances of the various funds of Council have been reconciled with the bank statements and investment register as at the end of the reporting period.

Julie Moller
Chief Financial Officer and
Responsible Accounting Officer

Monthly Financial Report

FY 2025-26, to 31 August 2025



INVESTMENTS

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, together with an analysis thereof are detailed below.

Certification

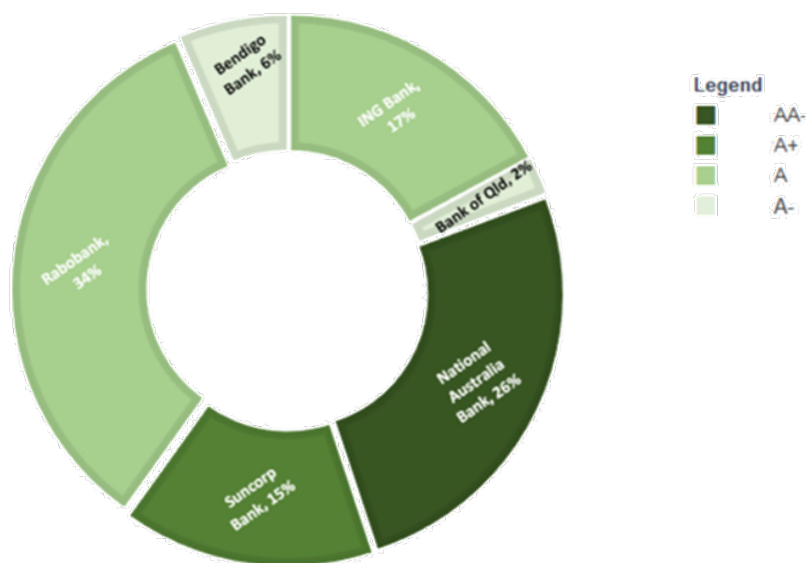
As per the Local Government (General) Regulation 2021 – Reg212(1)(b), all investments have been made in accordance with the Act, applicable Regulations, and council's investment policy.

Julie Moller
Chief Financial Officer and
Responsible Accounting Officer

Council's investments are spread across several Australian Deposit Taking Institutions (ADIs) as detailed below.

Table 7: Investments by Deposit Taking Institution

Bank / ADI	Amount	%
ING Bank	\$ 8,000,000	17.11%
Bank of Qld	\$ 1,000,000	2.14%
National Australia Bank	\$ 12,000,000	25.67%
Suncorp Bank	\$ 7,000,000	14.97%
Rabobank	\$ 15,750,000	33.69%
Bendigo Bank	\$ 3,000,000	6.42%
	\$ 46,750,000	100.00%



Monthly Financial Report

FY 2025-26, to 31 August 2025



The investment ratings of the investments and the returns thereon are detailed below.

Table 8: Analysis of Risk Ratings and Returns

Interest Rates	AA-	A+	A	A-	Total
from 4.01% to 4.25%	\$5,000,000	\$1,000,000	\$2,000,000	\$3,000,000	\$11,000,000
from 4.26% to 4.50%	-	\$1,000,000	\$7,000,000	-	\$8,000,000
from 4.51% to 4.75%	-	\$1,000,000	\$5,750,000	\$1,000,000	\$7,750,000
from 4.76% to 5.00%	\$4,000,000	\$3,000,000	\$6,000,000	-	\$13,000,000
from 5.01% to 5.25%	\$3,000,000	\$1,000,000	\$3,000,000	-	\$7,000,000
	\$12,000,000	\$7,000,000	\$23,750,000	\$4,000,000	\$46,750,000



Monthly Financial Report

FY 2025-26, to 31 August 2025



The maturity profile of the investments are as follows.

Table 9: Maturity Profile

Maturity Dates	AA-	A+	A	A-	Total
September 2025	\$3,000,000	\$3,000,000	-	-	\$6,000,000
October 2025	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$4,000,000
November 2025	\$2,000,000	\$3,000,000	-	-	\$5,000,000
December 2025	\$2,000,000	\$2,750,000	\$1,000,000	\$1,000,000	\$6,750,000
January 2026	-	\$4,000,000	\$2,000,000	-	\$6,000,000
February 2026	\$2,000,000	\$5,000,000	-	\$1,000,000	\$8,000,000
March 2026	-	\$4,000,000	\$2,000,000	-	\$6,000,000
April 2026	-	-	\$1,000,000	\$1,000,000	\$2,000,000
May 2026	\$2,000,000	\$1,000,000	-	-	\$3,000,000
	\$12,000,000	\$23,750,000	\$7,000,000	\$4,000,000	\$46,750,000

The portfolio is well invested in reasonable interest rates, and the maturity profile varies 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 regulations and Council's Investment Policy. At present short-term rates are a lot higher than long term rates.

The current position is to only invest in ADI's that are rated A- or better as per S&P's long term credit ratings, even though the Investment Policy permits some investments in ADIs with lower ratings.

Murray River Council

Income Statement

for the year ended 30 June 2026

from period 01 July to 31 August 2025



CY Budget	\$'000	Notes	CY Actual YTD	PY Actual Unaudited
Income from continuing operations				
26,548	Rates and annual charges	B2-1	27,031	25,070
14,479	User charges and fees	B2-2	1,255	14,200
604	Other revenue	B2-3	80	1,451
19,610	Grants and contributions provided for operating purposes	B2-4	3,447	18,571
9,876	Grants and contributions provided for capital purposes	B2-4	763	16,600
2,907	Interest and investment income	B2-5	449	3,204
694	Other income	B2-6	101	624
74,718	Total income from continuing operations		33,126	79,721
Expenses from continuing operations				
23,302	Employee benefits and on-costs	B3-1	3,734	22,576
22,871	Materials and services	B3-2	2,717	26,698
42	Borrowing costs	B3-3	5	252
		B3-4		
21,397	Depreciation, amortisation and impairment for non-financial assets		3,566	21,918
1,159	Other expenses	B3-5	40	1,100
	Net losses from the disposal of assets	B4-1	(662)	9,465
68,771	Total expenses from continuing operations		9,400	82,009
5,946	Operating result from continuing operations		23,726	(2,288)
5,946	Net operating result for the year attributable to Council		23,726	(2,288)
(3,930)	Net operating result for the year before grants and contributions provided for capital purposes		22,962	(18,888)

Murray River Council

Statement of Financial Position

for the year ended 30 June 2026

from period 01 July to 31 August 2025



CY Budget	\$'000	Notes	CY Actual YTD	PY Actual Unaudited
ASSETS				
Current assets				
10,127	Cash and cash equivalents	C1-1	11,622	11,763
32,390	Investments	C1-2	48,072	49,572
7,386	Receivables	C1-4	31,315	14,027
1,826	Inventories	C1-5	519	519
	Current assets classified as held for sale	C1-7	1,958	1,958
1,592	Other	C1-11	3,016	3,237
53,321	Total current assets		96,501	81,075
Non-current assets				
2	Investments	C1-2	2	2
26	Receivables	C1-4	18	18
	Inventories	C1-5		
1,152,567	Infrastructure, property, plant and equipment	C1-8	1,154,939	1,155,905
11,959	Intangible Assets	C1-10	8,082	8,082
	Investments accounted for using the equity method	D2-2		
1,164,553	Total non-current assets		1,163,041	1,164,007
1,217,874	Total assets		1,259,542	1,245,083
LIABILITIES				
Current liabilities				
4,391	Payables	C3-1	3,383	12,542
	Contract liabilities	C3-2	3,731	3,731
71	Lease liabilities	C2-1	222	253
278	Borrowings	C3-3	272	272
4,514	Employee benefit provisions	C3-4	4,784	4,867
2,035	Provisions	C3-5	313	313
11,290	Total current liabilities		12,705	21,978
Non-current liabilities				
250	Lease liabilities	C2-1	254	254
871	Borrowings	C3-3	1,150	1,150
374	Employee benefit provisions	C3-4	148	141
7,974	Provisions	C3-5	4,808	4,808
9,469	Total non-current liabilities		6,360	6,353
20,758	Total liabilities		19,065	28,331
1,197,116	Net assets		1,240,477	1,216,752

Murray River Council

Statement of Financial Position

for the year ended 30 June 2026

from period 01 July to 31 August 2025



CY Budget	\$'000	Notes	CY Actual YTD	PY Actual Unaudited
	EQUITY			
5,946	Current years surplus		23,726	(2,288)
793,634	Accumulated surplus		796,186	798,474
397,536	IPPE revaluation reserve		420,566	420,566
<u>1,197,116</u>	Council equity interest		<u>1,240,477</u>	<u>1,216,752</u>
<u>1,197,116</u>	Total equity		<u>1,240,477</u>	<u>1,216,752</u>

9.2.6 DRAFT COUNCILLOR EXPENSES AND FACILITIES POLICY V#5

File Number: -

Author: Sandra Gordon, Manager Governance & Risk

Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

That the DRAFT Councillor Expenses and Facilities Policy V#5 be adopted by Council and placed on public display.

BACKGROUND

This Policy was first adopted on the 19 July 2016 soon after the formation of Murray River Council.

It was reviewed and readopted in August 2017, April 2018 and again in November 2022.

This Policy has been prepared in accordance with the Local Government Act 1993 (the 'Act') and the Local Government (General) Regulation 2021 (the 'Regulation') and complies with the Office of Local Government's Guidelines for the payment of expenses and provision of facilities to Mayors and Councillors in NSW

ATTACHMENTS

Nil

DISCUSSION

This Policy enables the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors to help them undertake their civic duties.

It ensures accountability and transparency and seeks to align Councillor expenses and facilities with community expectations. Councillors must not obtain private or political benefit from any expense or facility provided under this Policy.

The objectives of this Policy are to:

- ▶ Enable the reasonable and appropriate reimbursement of expenses incurred by Councillors while undertaking their civic duties;
- ▶ Enable facilities of a reasonable and appropriate standard to be provided to Councillors to support them in undertaking their civic duties;
- ▶ Ensure accountability and transparency in reimbursement of expenses and provision of facilities to Councillors;
- ▶ Ensure facilities and expenses provided to Councillors meet community expectations;
- ▶ Support a diversity of representation; and
- ▶ Fulfil the Council's statutory responsibilities.

Changes made include:

- ▶ Addition of the Table of Contents for ease of use
- ▶ The use of the term Council Officers instead of staff or employees
- ▶ Additional text to the last version is shown in GREEN and text to be deleted is shown as RED and is struckthrough.

STRATEGIC IMPLICATIONS

2 - Strategic Theme 2: A place of progressive leadership

2.1 - Ensure we provide clear, concise and consistent information which is easily accessed.

BUDGETARY IMPLICATIONS

The budget for Councillors expenses was adopted as part of the 2025-2026 budget.

POLICY IMPLICATIONS

Murray River Councillor Expenses & Facilities (POL-103)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993

Local Government (General) Regulation 2021

RISK ANALYSIS

- **What can happen?**

Council has not allocated sufficient funds for the Councillors to undertake their civic duties.

- **How can it happen?**

Checks are not done to throughout the financial year to assess actual expenditure against the amounts budgeted

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

Moderate

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

Unlikely

- **Adequacy of existing controls?**

Adequate

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

Councillors are conversant with the Policy and understand the spending thresholds

CONCLUSION

The provision of expenses and facilities enables Councillors to fulfil their civic duties as the elected representative of Murray River Council.

The community is entitled to know the extent of expenses paid to Councillors, as well as the facilities provided.

The purpose of this Policy is to clearly state the facilities and support that are available to Councillors to assist them in fulfilling their civic duties.

ATTACHMENTS

1. **Councillor Expenses and Facilities Policy V#5**

MURRAY RIVER COUNCIL
COUNCIL POLICY

DRAFT
**COUNCILLOR
EXPENSES
AND
FACILITIES
POLICY**

POL-103.V#5



COUNCILLOR EXPENSES AND FACILITIES POLICY**TABLE OF CONTENTS**

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This Policy has been prepared in accordance with the Local Government Act 1993 (the 'Act') and the Local Government (General) Regulation 2021 (the 'Regulation') and complies with the Office of Local Government's Guidelines for the payment of expenses and provision of facilities to Mayors and Councillors in NSW.

COUNCILLOR EXPENSES AND FACILITIES POLICY**1. INTRODUCTION**

This Policy enables the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors to help them undertake their civic duties.

It ensures accountability and transparency and seeks to align Councillor expenses and facilities with community expectations. Councillors must not obtain private or political benefit from any expense or facility provided under this Policy.

2. PURPOSE

The objectives of this Policy are to:

- › Enable the reasonable and appropriate reimbursement of expenses incurred by Councillors while undertaking their civic duties;
- › Enable facilities of a reasonable and appropriate standard to be provided to Councillors to support them in undertaking their civic duties;
- › Ensure accountability and transparency in reimbursement of expenses and provision of facilities to Councillors;
- › Ensure facilities and expenses provided to Councillors meet community expectations;
- › Support a diversity of representation; and
- › Fulfil the Council's statutory responsibilities.

3. SCOPE

This Policy applies to all Councillors of Murray River Council.

4. LEGISLATION

- › Local Government Act 1993
- › Local Government (General) Regulation 2021

5. POLICY STATEMENT

The provision of expenses and facilities enables Councillors to fulfil their civic duties as the elected representative of Murray River Council.

The community is entitled to know the extent of expenses paid to Councillors, as well as the facilities provided.

The purpose of this Policy is to clearly state the facilities and support that are available to Councillors to assist them in fulfilling their civic duties.

Council Officers are empowered to question or refuse a request for payment from a Councillor when it is not in accordance with this Policy.

Expenses and facilities provided by this Policy are in addition to the monthly fees and superannuation paid to Councillors.

~~Councillor's fees are adopted annually by resolution of Council, they are determined by applying the Local Government Remuneration Tribunal – Annual Report and Determination and in accordance with Section 241 of the Act.~~

The Policy sets out the maximum amounts Murray River Council (the 'Council') will pay for specific expenses and facilities. Expenses not explicitly addressed in this Policy will not be paid or reimbursed.

COUNCILLOR EXPENSES AND FACILITIES POLICY

The main expenses and facilities are summarized in the table below. All monetary amounts are exclusive of GST.

Additional costs incurred by a Councillor in excess of these limits are considered a personal expense that are the responsibility of the Councillor.

Expenses	Maximum amount	Frequency
General travel expenses	\$10,000 per Councillor Additional allowance of \$2,500 for the Mayor (only available if the Mayor opts not to take up the option of utilising the Council provided vehicle for their business use requirements)	Per year
Interstate, overseas and long distance intrastate travel expenses (incl. airfares)	\$25,000 total for all Councillors	Per year
Accommodation and meals	As per the <u>NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009</u> – Items 1,2 & 3 adjusted annually	Per meal/night
Professional development	\$5,000 per Councillor	Per year
Conferences and seminars	\$20,000 total for all Councillors	Per year
ICT expenses	\$3,000 per Councillor	Per term
Carer expenses	\$1,000 per Councillor	Per year
Home office expenses	\$500 per Councillor	Per year
Uniform/Clothing allowance	\$200 per returning Councillor \$600 per newly elected Councillors for the first year of Office.	Per year
Facility	Maximum amount	Frequency
Access to a meeting room	Provided to all Councillors	As required
Council vehicle and fuel card	Provided to the Mayor -	Ongoing
Access to Council pool vehicles and fuel card	To be calculated at rates per km as set out in the current version of the Local Government (State) Award and forms part of the travelling allowance allocation outlined above.	As required
Corporate Credit Card	Provided to the Mayor	Ongoing
Furnished office	Provided to the Mayor	Ongoing
Administrative support	Provided to all Councillors	As required

Councillors must provide claims for reimbursement, including supporting documentation (eg receipts and/or tax invoice), within three (3) months of an expense being incurred. Claims made after this time cannot be approved.

COUNCILLOR EXPENSES AND FACILITIES POLICY

Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six (6) months and published in full on Council's website. These reports will include expenditure summarised by individual Councillor and as a total for all Councillors.

6. PRINCIPLES

Council commits to the following principles:

Proper conduct:	Councillors and staff acting lawfully and honestly, exercising care and diligence in carrying out their functions.
Reasonable expenses:	Providing for Councillors to be reimbursed for expenses reasonably incurred as part of their role as Councillor.
Participation and access:	Enabling people from diverse backgrounds, underrepresented groups, those in carer roles and those with special needs to serve as a Councillor.
Equity:	There must be equitable access to expenses and facilities for all Councillors.
Appropriate use of resources:	Providing clear direction on the appropriate use of Council resources in accordance with legal requirements and community expectations.
Accountability and transparency:	Clearly stating and reporting on the expenses and facilities provided to Councillors

7. PRIVATE AND POLITICAL BENEFIT

Councillors must not obtain private or political benefit from any expense or facility provided under this Policy, ie Council equipment or facilities cannot be used to provide a political benefit.

Incidental and irregular use of Council equipment and facilities may occur from time to time. Council will not be required to be repaid for such incidental use.

Councillors should avoid obtaining any greater private benefit from Council than an incidental benefit. Where there are unavoidable circumstances and more substantial private use of Council facilities does occur, Councillors must reimburse Council.

Campaigns for re-election are considered to be a political benefit. The following are examples of what is considered to be a political interest during a re-election campaign:

- › production of election material;
- › use of Council resources and equipment for campaigning;
- › use of official Council letterhead, publications, websites or services for political benefit; and
- › fundraising activities of political parties or individuals, including political fundraising events.

COUNCILLOR EXPENSES AND FACILITIES POLICY**PART A: EXPENSES**

All expenses provided under this Policy will be for a purpose specific to the functions of holding civic office. Allowances for general expenses are not permitted under this Policy.

Expenses not explicitly addressed in this Policy will not be paid or reimbursed.

8. SPECIFIC EXPENSES**8.1 GENERAL TRAVEL ARRANGEMENTS AND EXPENSES**

All travel by Councillors should be undertaken using the most direct route and the most practicable and economical mode of transport.

Each Councillor may be reimbursed up to a total of \$10,000 per year and the Mayor may be reimbursed an additional amount of up to \$2,500 per year, for travel expenses incurred while undertaking official business, professional development or attending approved conferences and seminars within NSW.

This includes reimbursement:

- › For public transport fares;
- › For the use of a private vehicle or hire car;
- › For parking costs for Council and other meetings;
- › For tolls;
- › By Cab Charge card or equivalent; and
- › For documented ride-share programs, such as Uber, where tax invoices can be issued.

Allowances for the use of a private vehicle will be reimbursed by kilometre at the rate contained in the current version of the Local Government (State) Award.

Councillors seeking to be reimbursed for use of a private vehicle must keep a log-book recording the date, distance and purpose of travel being claimed. Copies of the relevant log-book contents must be provided with the claim.

Councillors may also access a Council pool vehicle when undertaking Council business. However, this is dependent on availability and other conditions of use.

8.2 INTERSTATE, OVERSEAS AND LONG DISTANCE INTRASTATE TRAVEL EXPENSES

Given Council's location on an interstate border, travel to Victoria will be considered as general travel. Arrangements and expenses for this travel will be governed by Clause 8.1 above.

In accordance with Section 7 of this Policy, Council will scrutinise the value and need for Councillors to undertake overseas travel. Councils should avoid interstate, overseas and long-distance intrastate trips unless direct and tangible benefits can be established for the Council and the local community. This includes travel to sister and friendship cities.

Total interstate, overseas and long-distance intrastate travel expenses for all Councillors will be capped at a maximum of \$25,000 per year. This amount will be set aside in Council's annual budget.

Councillors seeking approval for any interstate and long-distance intrastate travel must submit a case to, and obtain the approval of, the Council and/or CEO prior to travel.

Councillors seeking approval for any overseas travel must submit a case to, and obtain the approval of, a full Council meeting prior to travel.

The case should include:

- › Objectives to be achieved in travel, including an explanation of how the travel aligns with current Council priorities and business, the community benefits which will accrue as a result and its relevance to the

COUNCILLOR EXPENSES AND FACILITIES POLICY

exercise of the Councillor's civic duties;

- › Who is to take part in the travel;
- › Duration and itinerary of travel; and
- › A detailed budget including a statement of any amounts expected to be reimbursed by the participant/s.

For interstate and long-distance intrastate journeys by air, the class of air travel is to be economy.

If a Councillor wishes to upgrade the class of air travel, it will be at the Councillor's personal expense.

For international travel, the class of air travel is to be premium economy, if available. Otherwise, the class of travel is to be economy.

Bookings for approved air travel are to be made through the CEO's office and through Council's corporate account.

Councillors should not benefit from any frequent flyer program linked to airlines when air travel is booked privately and reimbursed by Council. Wherever possible, any accrued points should be transferred back to Council.

8.3 TRAVEL EXPENSES NOT PAID BY COUNCIL

Council will not pay any traffic or parking fines or administrative charges for road toll accounts received when travelling on Council business.

Councillors may seek special consideration in exceptional circumstances and considered on a case-by-case basis.

8.4 ACCOMMODATION AND MEALS

In circumstances where it would introduce undue risk for a Councillor to travel to or from official business in the late evening or early morning, reimbursement of costs for accommodation and meals on the night before or after the meeting may be approved by the CEO. This includes where travel from home would involve travel before 7:00 am or travel to home would involve travel after 6:00 pm and the Councillor lives more than 50 kilometres from the meeting location.

Council will reimburse costs for accommodation and meals while Councillors are undertaking prior approved travel or professional development more than 200 kilometres outside the Murray River Council geographic area.

The daily limits for accommodation and meal expenses within Australia are to be consistent with those set out in Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009 – Items 1,2 and 3, as adjusted annually.

The daily limits for accommodation and meal expenses outside Australia are to be determined in advance by the CEO and approved by the Council.

Councillors will not be reimbursed for alcoholic beverages.

8.5 REFRESHMENTS FOR COUNCIL RELATED MEETINGS

Appropriate refreshments will be available for Council meetings, Council committee meetings, Councillor briefings, approved meetings and engagements and official Council functions, as approved by the CEO.

8.6 PROFESSIONAL DEVELOPMENT

Council will set aside \$5,000 per Councillor annually in its budget to facilitate professional development of Councillors through programs, training, education courses and membership of professional bodies.

COUNCILLOR EXPENSES AND FACILITIES POLICY

In the first year of a new Council term, Council will provide a comprehensive induction program for all Councillors which considers any guidelines issued by the Office of Local Government (OLG). The cost of the induction program will be in addition to the ongoing professional development funding.

Annual membership of professional bodies will only be covered where the membership is relevant to the exercise of the Councillor's civic duties, the Councillor actively participates in the body and the cost of membership is likely to be fully offset by savings from attending events as a member.

Approval for professional development activities is subject to a prior written request to the CEO outlining the:

- › Details of the proposed professional development;
- › Relevance to Council priorities and business; and
- › Relevance of the exercise of the Councillor's civic duties.

In assessing a Councillor request for a professional development activity, the CEO must consider the factors set out above, as well as the cost of the professional development in relation to the Councillor's remaining budget.

8.7 CONFERENCES AND SEMINARS

Council is committed to ensuring its Councillors are up to date with contemporary issues facing Council and the community and local government in NSW.

Council will set aside a total amount of \$20,000 annually in its budget to facilitate Councillor attendance at conferences and seminars, including the Local Government NSW Annual Conference. This allocation is for all Councillors. The CEO will ensure that access to expenses relating to conferences and seminars is distributed equitably.

Approval to attend a conference or seminar is subject to either a Council resolution or written request to the CEO. In assessing a Councillor request, the CEO must consider factors including the:

- › Relevance of the topics and presenters to current Council priorities or business and the exercise of the Councillor's civic duties; and
- › Cost of the conference or seminar in relation to the total remaining budget.

Council will meet the reasonable cost of registration fees, transportation and accommodation associated with attendance at conferences approved by the CEO. Council will also meet the reasonable cost of meals when they are not included in the conference fees.

Reimbursement for accommodation and meals not included in the conference fees will be subject to Clauses 8.4.

8.8 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EXPENSES

Council will provide Councillors with appropriate ICT devices as per the monetary limits as set out in Section 5 – Policy Statement, for each Councillor and each term of Council.

In addition, Councillors may claim up to \$25 (inclusive of GST) per month to offset their mobile phone and internet expenses. Supporting documentation will not be required.

The amount claimed should be included on the Councillor's monthly expenses claim form.

8.9 SPECIAL REQUIREMENT AND CARER EXPENSES

Council encourages wide participation and interest in civic office. It will seek to ensure Council premises and associated facilities are accessible, including provision for sight and hearing-impaired Councillors and those with other disabilities.

Transport cost provisions as outlined in Section 5 – Policy Statement of this Policy will also assist Councillors who may be unable to drive a vehicle.

COUNCILLOR EXPENSES AND FACILITIES POLICY

In addition, to the provisions above, the CEO may authorise the provision of reasonable additional facilities and expenses in order to allow a Councillor with a disability to perform their civic duties.

Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member will be entitled to reimbursement of carer's expenses up to a maximum of \$1,000 per annum for attendance at official business.

Childcare expenses may be claimed for children up to and including the age of 16 years where the carer is not a relative.

In the event of caring for an adult person, Councillors will need to provide suitable evidence to the CEO that reimbursement is applicable. This may take the form of advice from a medical practitioner.

8.10 HOME OFFICE EXPENSES

Each Councillor may be reimbursed up to \$500 per year for costs associated with the maintenance of a home office, such as minor items of consumable stationery and printer ink cartridges.

9. INSURANCES

In accordance with Section 382 of the Act, Council is insured against public liability and professional indemnity claims. Councillors will be provided insurance cover under Council's Councillors and Officers Liability and Personal Accident insurance policies.

Insurance protection is only provided if a claim arises out of or in connection with the Councillor's performance of his or her civic duties or exercise of his or her functions as a Councillor. All insurances are subject to any limitations or conditions set out in the policies of insurance.

Council shall pay the insurance policy excess in respect of any claim accepted by Council's insurers, whether defended or not.

Appropriate travel insurances will be provided for any Councillors travelling on approved interstate and overseas travel on Council business.

If a Councillor, whilst performing his or her civic duties, has an accident in their own vehicle, Council will reimburse the Councillor the amount of the Councillor's insurance policy excess that they were required to pay.

However, Council reserves the right to decline reimbursement if the Councillor was in breach of the road rules at the time of the accident.

10. LEGAL ASSISTANCE

Council may, if requested, indemnify or reimburse the reasonable legal expenses of a Councillor:

- › Defending an action arising from the performance in good faith of a function under the Act, provided that the outcome of the legal proceedings is favourable to the Councillor;
- › Defending an action in defamation, provided the statements complained of were made in good faith in the course of exercising a function under the Act and the outcome of the legal proceedings is favourable to the Councillor; and
- › For proceedings before an appropriate investigative or review body, provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the matter has proceeded past any initial assessment phase to a formal investigation or review and the investigative or review body makes a finding substantially favourable to the Councillor.

In the case of a Code of Conduct complaint made against a Councillor, legal costs will only be made available where the matter has been referred by the CEO/Code of Conduct Coordinator to a conduct reviewer and the conduct reviewer has commenced a formal investigation of the matter and makes a finding substantially in favour of the Councillor.

COUNCILLOR EXPENSES AND FACILITIES POLICY

Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act are distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. For example, expenses arising from an investigation as to whether a Councillor acted corruptly would not be covered by this section.

Council will not meet the legal costs:

- › Of legal proceedings initiated by a Councillor under any circumstances; or
- › Of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation; or
- › For legal proceedings that do not involve a Councillor performing their role as a Councillor.

Reimbursement of expenses for reasonable legal expenses must have Council approval by way of a resolution at a Council meeting prior to costs being incurred.

COUNCILLOR EXPENSES AND FACILITIES POLICY**PART B: FACILITIES****11. GENERAL FACILITIES FOR ALL COUNCILLORS**

Council will provide the following facilities to Councillors to assist them to effectively discharge their civic duties and they will be of a standard deemed by the CEO as appropriate for the purpose.

11.1 STATIONERY

Council will provide the following stationery to Councillors each year:

- › Business cards;
- › A name badge which may be worn at official functions, indicating that the wearer holds the office of a Councillor and/or Mayor or Deputy Mayor;
- › Minor stationery items upon request; and
- › Access to local newspaper subscriptions upon request.

Councillors can submit for reimbursement the purchase of other stationery items that are deemed appropriate by the CEO.

11.2 UNIFORMS

Council will provide uniforms to Councillors in line with Council's adopted Uniform Colour and Style Palette for indoor staff, to the maximum value of \$200 per Councillor per year.

However, newly elected Councillors will be allocated a maximum of \$600 for their first year of office.

All uniforms purchased, using Council funds, must have the logo applied and must be returned to Council on the Councillor ceasing to hold office.

Council will also provide Councillor's will a hi-vis vest and other appropriate personal protective equipment (PPE) when attending a Council initiated site visit.

11.3 MEETING ROOMS

Councillors may book meeting rooms for official business in a specified Council building at no cost. Rooms may be booked through the CEO's Office.

11.4 ADMINISTRATIVE SUPPORT

Council will provide administrative support to all Councillors to assist them with their civic duties only. Administrative support may be provided by a member of Council's administrative staff, as arranged by the CEO or their delegate.

Council employees are expected to assist Councillors with civic duties only and not assist with matters of personal or political interest, including campaigning.

12. ADDITIONAL FACILITIES FOR THE MAYOR**12.1 MAYORAL VEHICLE**

Council will provide to the Mayor a fully maintained vehicle to a similar standard of other Council vehicles, with a fuel card. The vehicle will be supplied for use on Council business, professional development and attendance at the Council's offices.

The Mayor must keep a log-book setting out the date, distance and purpose of all travel. This must include any travel for private benefit. The log-book must be submitted to Council on a monthly basis.

COUNCILLOR EXPENSES AND FACILITIES POLICY

The Mayoral Allowance will be reduced to cover the cost of any private travel recorded in the log-book, calculated on a per kilometre basis by the rate set by the Local Government (State) Award.

The acceptance/use of a mayoral vehicle is at the discretion of the elected Mayor.

12.2 MAYORAL OFFICE

Council will provide the Mayor with a furnished office incorporating a computer configured to Council's standard operating environment, telephone and meeting space.

12.3 CORPORATE CREDIT CARD

Council will provide the Mayor with a Corporate Credit Card for use on Council business only.

No cash withdrawals can be made.

The Mayor must provide details and receipts for all entries on the Card and abide by all the conditions of use as set out in Council's Corporate Credit Card Policy.

12.4 MOBILE PHONE

Council will provide the Mayor with a mobile telephone device. Reasonable private use is permitted and will not be subject to a compensatory payment.

COUNCILLOR EXPENSES AND FACILITIES POLICY**PART C: PROCESSES****13. APPROVAL, PAYMENT AND REIMBURSEMENT ARRANGEMENTS**

Expenses should only be incurred by Councillors in accordance with the provisions of this Policy.

Approval for incurring expenses, or for the reimbursement of such expenses, should be obtained before the expense is incurred.

Up to the maximum limits specified in this Policy, approval for the following may be sought after the expense is incurred:

- › Local travel relating to the conduct of official business
- › Carer costs
- › ICT expenditure.

Final approval for payments made under this Policy will be granted by the CEO or their delegate.

Payment of Councillor's fees will be paid monthly in arrears and are scheduled for payment in Council's first payment run of each month.

Superannuation payments will be paid quarterly.

13.1 DIRECT PAYMENT

Council may approve and directly pay expenses. Requests for direct payment must be submitted to the Director Corporate Services for assessment against this Policy using the prescribed form, with sufficient information and time to allow for the claim to be assessed and processed.

13.2 REIMBURSEMENT

All claims for reimbursement of expenses incurred must be made on the prescribed form, supported by appropriate receipts and/or tax invoices and be submitted to the Director Corporate Services.

13.3 ADVANCE PAYMENT

Council may pay a cash advance for Councillors attending approved conferences, seminars or professional development and can be made on request to the CEO.

The maximum value of a cash advance is \$100 per day to a maximum of \$500 in total.

Requests for advance payment must be made in writing and submitted to the CEO for assessment against this Policy, with sufficient information and time to allow for the claim to be assessed and processed.

Councillors must fully reconcile all expenses against the cost of the advance within one month of incurring the cost and/or returning home. This includes providing to Council:

- › A full reconciliation of all expenses including appropriate receipts and/or tax invoices
- › Reimbursement of any amount of the advance payment not spent in attending to official business or professional development.

13.4 NOTIFICATION

If a claim is approved, Council will make payment directly or reimburse the Councillor through accounts payable.

If a claim is refused, Council will inform the Councillor in writing that the claim has been refused and the reason for the refusal.

COUNCILLOR EXPENSES AND FACILITIES POLICY**13.5 REIMBURSEMENT TO COUNCIL**

If Council has incurred an expense on behalf of a Councillor that exceeds a maximum limit, exceeds reasonable incidental private use or is not provided for in this Policy:

- › Council will invoice the Councillor for the expense; and
- › the Councillor will reimburse Council for that expense within fourteen (14) days of the invoice date.

If the Councillor cannot reimburse Council within fourteen (14) days of the invoice date, they are to submit a written explanation to the CEO. The CEO may elect to deduct the amount from the Councillor's allowance.

13.6 TIMEFRAME FOR REIMBURSEMENT

Unless otherwise specified in this Policy, Councillors must provide all claims for reimbursement within three (3) months of an expense being incurred. Claims made after this time will not be approved.

Councillor reimbursements will be paid in a timely manner following receipt of the claim.

14. DISPUTES

If a Councillor disputes a determination under this Policy, the Councillor should discuss the matter with the CEO.

If the Councillor and the CEO cannot resolve the dispute, the Councillor may submit a notice of motion to a Council meeting seeking to have the dispute resolved.

15. RETURN OR RETENTION OF FACILITIES

All stationery, uniforms and/or equipment supplied under this Policy are to be relinquished immediately upon a Councillor or Mayor ceasing to hold office or at the cessation of their civic duties.

Should a Councillor desire to keep any equipment allocated by Council, then this Policy enables the Councillor to make application to the CEO to purchase any such equipment. The CEO will determine whether such equipment can be purchased, an agreed fair market price or written down value for the item of equipment. It is anticipated that at the end of the term of the Council, the depreciated value will be zero.

The prices for all equipment purchased by Councillors will be recorded in Council's Annual Report.

16. REPORTING

Council will report on the provision of expenses and facilities to Councillors, as required in the Act and Regulations.

Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six (6) months and published in full on Council's website. These reports will include expenditure summarised by individual Councillor and as a total for all Councillors.

17. AUDITING

The operation of this Policy, including claims made under the Policy, will be included in council's audit program and an audit undertaken at least every two years.

18. BREACHES

Suspected breaches of this Policy are to be reported to the CEO.

Alleged breaches of this Policy shall be dealt with by following the processes outlined for breaches of the Code of Conduct Policy, as detailed in the Code and in the Procedures for the Administration of the Code.

COUNCILLOR EXPENSES AND FACILITIES POLICY**19. EVALUATION AND REVIEW**

It is the responsibility of the Chief Executive Officer to monitor the adequacy of this Policy and recommend appropriate changes.

This Policy will be formally reviewed every four (4) years but within the first 12 months of a new term of Council or as needed, whichever comes first.

20. ASSOCIATED DOCUMENTS, DEFINITIONS AND ACRONYMSExternal:

- ▶ OLG - Local Government Remuneration Tribunal
- ▶ OLG - Guidelines for the Payment of Expenses and the Provision of Facilities for Mayors and Councillors in NSW, 2009
- ▶ OLG - Pecuniary Interest Guidelines (June 2006)
- ▶ OLG - Circular 09-36 Guidelines for Payment of Expenses and Facilities
- ▶ OLG - Circular 05-08 Legal Assistance for Councillors and Council Employees
- ▶ OLG - Circular 17-17 Councillor Expenses and Facilities Policy – Better Practice Template
- ▶ Local Government (State) Award (current version)
- ▶ NSW Department Premier & Cabinet - NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009.

Internal:

- ▶ MRC Policy - Code of Conduct (Councillors) Policy (POL-100.1)
- ▶ MRC Policy - Code of Meeting Practice (POL-101)
- ▶ MRC Policy - Councillor Access to Information and Interaction with Staff Policy (POL-105)
- ▶ MRC Policy – Corporate Credit Card Policy (POL-204)
- ▶ MRC Policy - Uniform Policy (POL-500)
- ▶ MRC Guideline – Uniform Colour and Style Palette

Definitions and Acronyms

Term	Definition
Accompanying person	A spouse, partner or de facto or other person who has a close personal relationship with or provides carer support to a Councillor
Appropriate refreshments	Food and beverages, excluding alcohol, provided by Council to support Councillors undertaking official business
Act	The Local Government Act 1993 (NSW)
Annual Conference	Local Government NSW Annual Conference
Clause	Unless stated otherwise, a reference to a clause is a reference to a clause of this Policy
Code of Conduct	The Code of Conduct adopted by Council
Councillor	A person elected or appointed to civic office as a member of the governing body of Council who is not suspended, including the Mayor

COUNCILLOR EXPENSES AND FACILITIES POLICY

CEO	The CEO of Council and includes their delegate or authorised representative
ICT	Telecommunications and Information Communications and Technology
Incidental person use	Use that is infrequent and brief and use that does not breach this Policy or the Code of Conduct
Long distance intrastate travel	Travel to other parts of NSW of more than three hours duration by private vehicle
Maximum limit	The maximum limit for an expense or facility provided in the text and summarised in the table on Page 2 of this Policy
Official business	Functions that the Mayor or Councillors are required or invited to attend to fulfil their legislated role and responsibilities for Council or result in a direct benefit for Council and/or for the local government area, and includes: ▸ meetings of Council and committees of the whole ▸ meetings of committees facilitated by Council ▸ civic receptions hosted or sponsored by Council ▸ meetings, functions, workshops and other events to which attendance by a Councillor has been requested or approved by Council
Professional development	A seminar, conference, training course or other development opportunity relevant to the role of a Councillor or the Mayor
Regulation	The Local Government (General) Regulation 2005 (NSW)
Year	The financial year, that is the 12 month period commencing on 1 July each year

21. DOCUMENT CONTROL

Version No.	Details	Date	CM9 Reference	Resolution No.
1	Initial Issue –	19 Jul 2016 to 8 Aug 2017	VF/17/102632	170716
2	Review of Policy to: ▸ adopt best practice as per OLG Circular 17-17 (Councillor Expenses and Facilities Policy – Better Practice Template); ▸ update to the Murray River Council style and logo; and ▸ Change of name of the Policy	8 Aug 2017 to 17 Apr 2018	VF/17/102632	080817
3	Review of Policy to: ▸ increase to majority of maximum amounts; ▸ alter travel times ▸ ensure Legal assistance clauses are consistent with OLG Councillor and Facilities Policy – Better Practice Template; and ▸ Add last paragraph to Part D, Section 13 (Return or retention of facilities), 13.2.	17 Apr 2018 to 22 Nov 2022	VF/17/102632	030418

COUNCILLOR EXPENSES AND FACILITIES POLICY

4	Review of Policy in line with the Local Government Act 1993 and current practises.	22 Nov 2022 to DRAFT	VF/17/102632	181122
5	Review of Policy in line with the Local Government Act 1993, OLG Circulars and current practises.	DRAFT	VF/17/102632	TBA

Council reserves the right to review, vary or revoke this policy at any time
This Policy is scheduled for review after 2029

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.

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this, such a change may be made administratively. Examples include a change to the name of a Business Unit, position title or a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact. When such changes are made the version number will be amended and an extension added (eg V#1.1)

9.2.7 DRAFT MINUTES OF THE AUDIT, RISK & IMPROVEMENT COMMITTEE (ARIC) FOR THE MEETING HELD ON THE 1ST SEPTEMBER 2025**File Number:** -**Author:** Sandra Gordon, Manager Governance & Risk**Authoriser:** Stephen Fernando, Director Corporate Services**RECOMMENDATION**

That the DRAFT Minutes of the Audit, Risk and Improvement Committee (ARIC) for the meeting held on the 1st September be noted by Council.

DISCUSSION

The ARIC met for the 3rd time this calendar year on the 1st September 2025.

The next scheduled meeting will be held, by video-link, on the 15th October to consider the 2024-2025 Financial Statements.

ATTACHMENTS

1. **Draft ARIC Minutes for meeting held on the 1st September 2025**

**MURRAY RIVER COUNCIL Audit Risk & Improvement Committee
Meeting Minutes****1 September 2025**

**MINUTES OF MURRAY RIVER COUNCIL
AUDIT RISK & IMPROVEMENT COMMITTEE MEETING
HELD AT THE ADMINISTRATION OFFICES, 52 PERRICOOTA ROAD MOAMA
ON MONDAY, 1 SEPTEMBER 2025 AT 4:30 PM**

1 OPENING & ACKNOWLEDGEMENT OF COUNTRY**2 PRESENT**

David Kortum – Chairperson, Jarrah O'Shea – Independent Member, Leanne Mulcahy – Independent Member, Stacy Williams – CEO, Stephen Fernando – Director Corporate Services, Daniel Hughes – Director Infrastructure, Sandra Gordon – Manager Governance & Risk, Robin Surtees – Coordinator Governance & Risk, Julie Moller – Chief Financial Officer, Nikki Chalmers – Finance Manager, Bernie Carne – Executive Services Officer.

3 APOLOGIES

Geoff Wise – Councillor

4 DISCLOSURES OF INTEREST

Nil

5 CONFIRMATION OF MINUTES**5.1 DRAFT MINUTES OF THE ARIC MEETING HELD ON 5TH MAY 2025****RECOMMENDATION**

That the minutes of the Audit Risk & Improvement Committee meeting held on 5 May 2025 be confirmed as a true and correct of the meeting.

MOVED: Jarrah O'Shea**SECONDED: Leanne Mulcahy****CARRIED****6 BUSINESS ARISING FROM THE MINUTES**

Nil

7 FINANCIAL MATTERS**7.1 DRAFT 30 JUNE 2025 FINANCIAL STATEMENTS (UNAUDITED)****RECOMMENDATION**

That the Audit Committee receive and note the Draft Financial Statements for the financial year 2024-2025 (unaudited)

NOTED

MURRAY RIVER COUNCIL Audit Risk & Improvement Committee
Meeting Minutes

1 September 2025

7.2 SETTING OF THE OCTOBER MEETING DATE TO CONSIDER FINANCIAL STATEMENTS**RECOMMENDATION**

That the Audit, Risk & Improvement Committee (ARIC) resolve to convene a meeting to be held on the 15th of October 2025 at 4 pm at the Council offices at 52 Perricoota Road, Moama for the purpose of considering the draft audited financial statements for 2024-25, and the audit report of the Audit Office of NSW, for providing a recommendation to the Mayor and Councillors.

ENDORSED – Meeting to be conducted by video-link**8 INTERNAL AUDITS****8.1 PROPOSED INTERNAL AUDIT PROGRAM****RECOMMENDATION**

That the Audit, Risk & Improvement Committee (ARIC) resolve to endorse the presented Internal Audit Program, noting that the program may change due to operational and budget requirements.

ENDORSED

Committee suggested that if possible one of the committee members be involved in the selection process.

Chair also suggested that once the preferred supplier is known, that the onboarding process involves ARIC, to ensure that ARIC expectations are clearly communicated to the supplier.

Action: Manager Governance & Risk - Communicate to ARIC the annual internal audit budget for 2025-26**8.2 AUDIT ACTIONS TRACKER****RECOMMENDATION**

That the report be noted.

NOTED

Committee noted items from 2 years ago still in the tracker and queried whether those items were still relevant.

Also queried the process for updating due dates.

Noted that with the actions being input into the proposed Governance system, more tracking and accountability options will be available.

Action: ELT - Review all items in tracker for currency & relevance, and where there are outdated or superseded actions, submit a report to ARIC identifying such actions with details on why they are no longer relevant.

MURRAY RIVER COUNCIL Audit Risk & Improvement Committee
Meeting Minutes

1 September 2025

9 GOVERNANCE MATTERS**9.1 POLICY - DRAFT CODE OF CONDUCT POLICIES****RECOMMENDATION**

That the Audit, Risk and Improvement Committee (ARIC) resolve to receive and note the following amended and updated policies and provide any comments and feedback for submission to Councillors.

- Code of Conduct (Councillors) Policy;
- Code of Conduct (Council Officers) Policy; and
- Code of Conduct (Committees) Policy.

NOTED

Recommendation from committee that the Gifts and Benefits Register includes instances where gifts have been declined, not just accepted.

DCS noted that the current reporting form has an option to indicate that option.

Action: Manager Governance & Risk - Undertake communication process to all staff indicating the need to report offers of gifts, even when they have been declined.

Action: Manager Governance & Risk - Communicate to HR on the need to include these policies in the onboarding process for all staff.

9.2 POLICY - DRAFT DELEGATION OF AUTHORITY (COUNCIL TO MAYOR & CEO) POLICY V#5**RECOMMENDATION**

That the Audit, Risk and Improvement Committee (ARIC) resolve to receive and note the Draft Delegation of Authority (Council to Mayor & CEO) Policy, including the changes thereto, and provide any comments and feedback for submission to Councillors.

NOTED**9.3 POLICY - PUBLIC INTEREST DISCLOSURE (PID) POLICY V#4****RECOMMENDATION**

That the Audit, Risk and Improvement Committee (ARIC) resolve to receive and note the amended and updated Draft Public Interest Disclosure (PID) Policy V#4 and provide any comments and feedback for submission to Councillors.

NOTED

MURRAY RIVER COUNCIL Audit Risk & Improvement Committee
Meeting Minutes

1 September 2025

10 RISK MANAGEMENT**10.1 REVIEW OF THE STRATEGIC & OPERATIONAL RISK REGISTER****RECOMMENDATION**

That the report be noted.

NOTED**10.2 BARHAM SEWAGE TREATMENT PLANT - BALANCING RISKS & SERVICE DELIVERY****RECOMMENDATION**

That the report be noted.

RECEIVED & NOTED

Query on the reallocation of funds and the likely impacts on other projects was responded to by Acting Director - Infrastructure.

Query on other plant that may be close to similar conditions was also addressed by Acting Director - Infrastructure.

Query on whether any penalties had been levied by the EPA was responded to by Acting Director - Infrastructure.

Comment - Review impact on longer term costs and whether pricing needs to be reviewed as a result.

11 OTHER ITEMS

Request to have a paper at a future meeting on how MRC is addressing AI from a Policy and risk management perspective.

Action: CIO - include paper in November ARIC meeting.

Query in the extent of personal information to be redacted from disclosures (i.e. why are residential addresses not redacted?).

Action: Manager Governance & Risk - Get a proper review of the essential legislative/regulatory disclosure requirements, both on line and for any printed/in person requests.

12 CONCLUSION OF MEETING

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 5.46PM.

THE NEXT MEETING OF MURRAY RIVER COUNCIL AUDIT RISK & IMPROVEMENT COMMITTEE (ARIC) WILL BE HELD ON 15 OCTOBER 2025, COMMENCING AT 4:00 PM, IN ADMINISTRATION OFFICES, 52 PERRICOOTA ROAD MOAMA.

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

1 September 2025

THESE MINUTES ARE SIGNED AS A TRUE AND ACCURATE RECORD OF THE PROCEEDINGS OF THE AUDIT RISK & IMPROVEMENT COMMITTEE (ARIC) OF THE MURRAY RIVER COUNCIL HELD ON MONDAY, 1 SEPTEMBER 2025, IN ACCORDANCE WITH A RESOLUTION OF THE COMMITTEE ON 15 OCTOBER 2025

..... CHAIR

9.2.8 FINAL ADOPTION - PUBLIC INTEREST DISCLOSURE (PID) POLICY V#4

File Number: -

Author: Sandra Gordon, Manager Governance & Risk

Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

That:

1. Council adopts the Public Interest Disclosure (PID) Policy V#4 and the Policy Register be updated; and
2. All previous versions of the Policy are rescinded.

DISCUSSION

At the ordinary Council meeting held on the 22nd July 2025, the DRAFT Public Interest Disclosure (PID) Policy V#4 was adopted and placed on public display.

This Policy enables Council to fulfil its obligations as outlined in the PID Act and any related Acts and Regulations.

It is designed to complement normal communication channels between all levels of Council. However, it is not intended that all issues must be raised as PIDs, rather that an option to do so is clearly available.

Whilst opportunities for reporting outside Council are legal and valid, Council is committed to providing a system for reporting within Council, wherever possible, so that management is given an opportunity to remediate a problem in the first instance.

This Policy is based on the Developing your Public Interest Disclosure Policy, published by the NSW Ombudsman's Office – July 2023. Council will utilise the resources found on the NSW Ombudsman's website as procedural documents.

This Policy will provide you with information on the following:

- ▶ Ways you can make a voluntary PID to Council under the PID Act;
- ▶ How to contact the nominated Disclosure Officers at Council;
- ▶ The roles and responsibilities of Council Officers who hold particular roles under the PID Act;
- ▶ What information you will receive once you have made a voluntary PID;
- ▶ Protections available to people who make a report of serious wrongdoing under the PID Act and what we will do to protect you;
- ▶ Council's Procedures for dealing with disclosures;
- ▶ Council's Procedures for managing the risk of detrimental action and reporting detrimental action;
- ▶ Council's record-keeping and reporting requirements; and
- ▶ How Council will ensure it complies with the PID Act and this Policy.

MRC, to deal effectively with reports of wrongdoing, is committed to:

- ▶ Creating a climate of trust, where people are comfortable and confident about reporting wrongdoing.
- ▶ Encouraging individuals to come forward if they are aware of wrongdoing within Council.
- ▶ Keeping the identity of the person disclosing wrongdoing confidential, where this is possible and appropriate.
- ▶ Protecting the person from any adverse action resulting from them making a report.
- ▶ Dealing with reports thoroughly and impartially and if some form of wrongdoing has been found, taking appropriate action to rectify it.
- ▶ Keeping the individual who makes a report informed of the progress and the outcome.
- ▶ Encouraging the reporting of wrongdoing within Council, but respect any decision to disclose wrongdoing outside Council that is made in accordance with the provisions of the PID Act.
- ▶ Ensuring Managers/Supervisors understand the benefits of reporting wrongdoing, are familiar with this Policy and aware of the needs of those who report wrongdoing.
- ▶ Providing adequate resources, to:
 - Encourage reports of wrongdoing;
 - Protect and support those who make them;
 - Provide training about how to make reports and the benefits of internal reports to the Council and the public interest generally;
 - Properly assess and investigate or otherwise deal with allegations;
 - Properly manage any workplace issues that the allegations identify or that result from a report; and
 - Appropriately address any identified problems.

No submissions were received during period the Policy was on public display.

ATTACHMENTS

1. Public Interest Disclosure (PID) Policy V#4 (under separate cover)

9.2.9 DRAFT COUNCILLOR AND COUNCIL OFFICER INTERACTION POLICY V#3

File Number: -

Author: Sandra Gordon, Manager Governance & Risk

Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

That the DRAFT Councillor and Council Officer Interaction Policy V#3 be adopted and placed on public display.

BACKGROUND

The Access to Council Information and Staff by Councillors Policy (as in was then known) was first adopted on the 8 August 2017 and was reviewed and updated again on the 28 November 2023.

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

There have been minimal changes made to the previous Policy, this is mainly due to the fact that the Model Policy has not been amended since this Policy was previously endorsed in 2023. Additional information is shown in **GREEN** text.

A Schedule, will be developed, with the contact details of Council Officers that Councillors can interact with.

DISCUSSION

The Councillor and Council Officer 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 Officers.

This Policy provides direction on interactions between Councillors and Council Officers 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.

The aim of the Policy is to facilitate a positive working relationship between Councillors, as the community's elected representatives and Council Officers, 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 Officers defined by mutual respect and courtesy;
- ▶ enable Councillors and Council Officers 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 Officers 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 Officers 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 (Council Officers) Policy.

STRATEGIC IMPLICATIONS

2 - Strategic Theme 2: A place of progressive leadership

2.1 - Ensure we provide clear, concise and consistent information which is easily accessed.

BUDGETARY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Murray River Councillor and Employee Interaction Policy (POL-105)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993

Local Government (General) Regulation 2021

RISK ANALYSIS

- **What can happen?**
Councillors do not follow the correct procedure when seeking information on specific topics
- **How can it happen?**
No clear outline of the process
- **What are the consequences of the event happening?**
Minor
- **What is the likelihood of the event happening?**
Possible
- **Adequacy of existing controls?**
This Policy sets out the procedure for Councillors to obtain the information they require.
- **Treatment options to mitigate the risk?**
Following the Policy and the designated channels for seeking information.

CONCLUSION

Several factors contribute to a good relationship between Councillors and Council Officers. These include goodwill, understanding of roles, communication, protocols and a good understanding of legislative requirements.

ATTACHMENTS

1. **Councillor and Council Officer Interaction Policy V#3**

MURRAY RIVER COUNCIL
COUNCIL POLICY

DRAFT
**COUNCILLOR
AND
COUNCIL
OFFICER
INTERACTION
POLICY**

POL-105.V#3

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





COUNCILLOR & COUNCIL OFFICER INTERACTION POLICY

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COUNCILLOR & COUNCIL OFFICER INTERACTION POLICY

1. INTRODUCTION

The Councillor and Council Officer 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 Officers.

This Policy provides direction on interactions between Councillors and Council Officers 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 Officers, 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 Officers defined by mutual respect and courtesy;
- › enable Councillors and Council Officers 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 Officers 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 Officers 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 (Council Officers) Policy.

3. SCOPE

This Policy applies:

- › to all Councillors and Council Officers;
- › to all interactions between Councillors and Council Officers, 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 Officers 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 Council Officers are made by the Chief Executive Officer (CEO).



COUNCILLOR & COUNCIL OFFICER INTERACTION POLICY

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.

The Code of Conduct Policy provides the Council Officials/Councillors must not conduct themselves in a manner that is contrary to any of Council's policies.

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

5. PRINCIPLES, ROLES AND RESPONSIBILITIES

- 5.1 Several factors contribute to a good relationship between Councillors and Council Officers. 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 Council Officers within the organisation – namely the Executive Leadership Team (ELT)) 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 Officers.

COUNCILLOR & COUNCIL OFFICER INTERACTION POLICY

Principle	Achieved by
Equitable & consistent	Ensuring appropriate, consistent and equitable access to information for all Councillors within established service levels.
Considerate & respectful	Councillors and Council Officers working supportively together in the interests of the whole community, based on mutual respect and consideration of their respective positions.
Ethical, open & transparent	Ensuring that interactions between Councillors and Council Officers are ethical, open, transparent, honest and display the highest standards of professional conduct.
Fit for purpose	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.
Accountable & measurable	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 Officers are not accountable to them individually;
- ▶ they must not direct Council Officers 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 Officer in the exercise of their functions;
- ▶ they must not contact a Council Officer 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 Officers 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 Officer/s 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; and



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- ▶ 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 Officer/s (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:
 - ▶ request information or ask questions that relate to the strategic position, performance or operation of the Council;
 - ▶ bring concerns that have been raised by members of the public to the attention of Council Officers;
 - ▶ request ICT or other support from the Council management team; and
 - ▶ request that a Council Officer 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 Officer/s 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 Officers 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 Officer/s 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 Officer/s authorised to manage a Councillor request are responsible for determining:
 - a) whether a Council Officer can attend the meeting; and
 - b) which Council Officer will attend the meeting.Council Officers 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 Officers appropriately and to observe any confidentiality requirements.
- 6.10 Council Officers 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 Officer authorised to manage their request.
- 6.12 The CEO may refuse access to information requested by a Councillor if:
 - a) the information is not necessary for the performance of the Councillor's civic functions; and/or

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- b) if responding to the request would, in the CEO's opinion, result in an unreasonable diversion of Council Officers time and resources; and/or
 - c) the Councillor has previously declared a conflict of interest in the matter and removed themselves from decision-making on it; and/or
 - d) 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 Officer 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 OFFICERS

- 7.1 Councillors may directly contact Council Officer/s that are authorised to manage a Councillor request.
- 7.2 Councillors should as far as practicable, only contact Council Officer/s during normal business hours.
- 7.3 If Councillors would like to contact a Council Officer, 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 Council Officer can help with their enquiry, they can contact the CEO or the Director Corporate Services who will provide advice about which authorised Council Officer/s to contact.
- 7.5 The CEO or a member of Council's Executive Leadership Team (ELT) may direct any Council Officer to contact Councillors to provide specific information or clarification relating to a specific matter.
- 7.6 A Councillor or Council Officer must not take advantage of their official position to improperly influence other Councillors or Council Officers 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.



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- 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 Officers include, but are not limited to, the following:
- ▶ Councillors and Council Officers are courteous and display a positive and professional attitude towards one another;
 - ▶ Council Officers 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 Officers record the advice they give to Councillors in the same way they would if it was provided to members of the public;
 - ▶ Council Officers, 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 Officers feel supported when seeking and providing clarification about Council related business; and
 - ▶ Councillors forward requests through the Councillor Requests System and Council Officers respond in accordance with the timeframes stipulated in this Policy.
- 9.2 Examples of inappropriate interactions between Councillors and Council Officers include, but are not limited to, the following:
- ▶ Councillors and Council Officers conducting themselves in a manner which:
 - 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
 - constitutes harassment and/or bullying within the meaning of the Code of Conduct or is unlawfully discriminatory.
 - ▶ Councillors approaching Council Officers 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;
 - ▶ Council Officers 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;
 - ▶ Subject to clause 6.12, Council Officers refusing to give information that is available to other Councillors to a particular Councillor;
 - ▶ Councillors who have lodged an application with Council, discussing the matter with Council Officers in employee-only areas of the Council;
 - ▶ Councillors being overbearing or threatening to Council Officers;
 - ▶ Council Officers being overbearing or threatening to Councillors;



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- ▶ Councillors making personal attacks on Council Officers or engaging in conduct towards Council Officers that would be contrary to the general conduct provisions in Part 3 of the Code of Conduct in public forums including social media;
 - ▶ Councillors directing or pressuring Council Officers in the performance of their work or recommendations they should make; and
 - ▶ Council Officers 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 Officers at risk, the CEO may restrict the Councillor's access to Council Officers.
- 9.4 Any concerns relating to the conduct of a Council Officer 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 Officer), 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 (Council Officers) 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 Officers	CEO, Directors and Managers
Chief Executive Officer (CEO)	The CEO of Council and includes their delegate or authorised representative



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Councillor (elected member)	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 Council Officer is defined as being one of the following: › An employee, or › A contractor or subcontractor, or › An employee of a contractor or subcontractor, or › An employee of a labour hire company who has been assigned to work in the person's business or undertaking, or › An outworker, or › An apprentice or trainee, or › A student gaining work experience, or › A volunteer
Council Official	Includes Councillors (elected members) employees of the Council, the management team of the Council, Council committee members, conduct reviewers and delegates of the Council
Information	May refer to: › Files / correspondence; › Public registers; › Development and other applications; and / or › Any other record of Council business in whatever form
OLG	Office of Local Government
Management Team	CEO and Directors

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 DRAFT	VF/17/102641	171123
3	Revised and updated to reflect current practise.	DRAFT	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 2029

**COUNCILLOR & COUNCIL OFFICER INTERACTION POLICY****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.

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this, such a change may be made administratively. Examples include a change to the name of a Business Unit, position title or a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact. When such changes are made the version number will be amended and an extension added (eg V#1.1)

DRAFT

9.3 DIRECTOR INFRASTRUCTURE REPORT AND SUPPLEMENTARY MATTERS

9.3.1 KYALITE HALL AND RECREATION RESERVE - ASSET DECOMMISSIONING

File Number: -

Author: Glenn Bulmer, Manager Buildings & Facilities

Authoriser: Daniel Hughes, Interim Director Infrastructure

RECOMMENDATION

That the Council resolve to receive and note the report on Kyalite Hall and Recreation Reserve - Asset Decommissioning.

BACKGROUND

The community of Kyalite is located within two Local Government Areas, Murray River Council and Balranald Shire Council and is located on the Wakool River. The 2021 Census identified the population of this area as 87 with around 27 private dwellings.

The Kyalite Hall, associated toilets and the existing Recreation Reserve Assets (excluding the NSW RFS Shed) have been assessed as end-of-life. This determination has been confirmed by CT Management Group's Asset Condition Assessment (June 2021) and reaffirmed in the APV Comprehensive Valuation (31/12/2024).

The section 355 Committee of Management for the Hall and Recreation Reserve was officially dissolved on 26 November 2024. Unfortunately, these facilities have been left vacant and unused for many years.

The Kyalite community have a number of alternate facilities which they can utilise in lieu of the hall. The closest alternative facility is the Kyalite Pub which has a function room. Other alternative facilities include Tooleybuc Recreation Reserve Hall / Pavilion and the Goodnight Hall.

DISCUSSION

The following assets have been identified as being at end-of-life and require decommissioning:

Asset:	Overall Condition Score (1 – 5)
Kyalite Public Hall	5 (Asset Requires Replacement)
Kyalite Hall / Recreation Reserve - Toilet Block	5 (Asset Requires Replacement)
Kyalite Recreation Reserve - Clubhouse (Tennis) and Associated Shelter	5 (Asset Requires Replacement)
Kyalite Recreation Reserve - Cricket Nets	5 (Asset Requires Replacement)
Kyalite Recreation Reserve - Clubhouse Tennis Court Fencing	5 (Asset Requires Replacement)

Demolition of these end-of-life assets is supported by the following:

- **Asset Management Strategy Version 3** (Adopted by Council 13 May 2025),
- **Buildings Strategy 2024 – 2034** (adopted 23 July 2024),
- **Parks and Open Spaces Strategy 2024 – 2034** (adopted 23 July 2024),

- **Revenue Taskforce Report,**
- **CT Management Group – Asset Assessment and associated Maintenance / Renewal Plan** (dated June 2021).

Although these assets are no longer utilised by the community, Council has undertaken a range of engagement activities to ensure that any stakeholders with an interest in the Hall and Recreation Reserve were consulted and aware of Council's intent to demolish these end-of-life assets. Stakeholder engagement extended to:

- NSW Crown Lands
- Kyalite Progress and Recreational Reserve Association (transitioning to Kyalite Community Inc.)
- Kyalite Community
 - Erection of signage at the Hall site and at the Kyalite Pub
 - Media release on Council's website under News and Notices
 - Social media posts (e.g. Facebook)

The engagement processes included the option for contacting Council's Buildings and Facilities Team to raise any concerns or feedback. At the completion of the engagement, Council did not receive any objections to the demolition of the identified assets.

Further details in relation to the assets identified for decommissioning and engagement undertaken is included in the attachment.

STRATEGIC IMPLICATIONS

3 - Strategic Theme 3: A place of liveable communities

3.3 - Review and begin implementation of the Building Strategy.

BUDGETARY IMPLICATIONS

Council has obtained a budget quotation for demolition of the identified buildings and structures. This includes the removal of asbestos which has been identified in the toilet block. The received budget quotation is approximately \$25,000 (Ex GST).

The Buildings and Facilities Team has an approved 2025/26 capital works budget of \$40,000 (Ex GST) for a Decommissioning & Demolition Program. This program has been established primarily for the demolition of identified end-of-life assets.

POLICY IMPLICATIONS

Murray River Asset Management (POL-305)

Murray River Asset Management - Buildings (POL-311)

Murray River Procurement (POL-205)

Murray River Risk Management (POL-200)

LEGISLATIVE IMPLICATIONS

Environmental Planning & Assessment Act 1979.

Local Government Act 1993.

Local Government (General) Regulations 2005.

Protection of the Environment Operations Act 1997.

RISK ANALYSIS

- **What can happen?**

Assets are at end-of-life and pose a safety risk to the public. Also, they are considered to be unoccupied buildings and as such insurance protection is limited.

- **How can it happen?**

Assets are not demolished and continue to deteriorate and remain unused.

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

Moderate.

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

Likely.

- **Adequacy of existing controls?**

Existing controls are not adequate.

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

Demolish the assets to eliminate the risk.

CONCLUSION

The engagement plan has been executed and completed. Council did not receive any objections in relation to the demolition of the Hall and identified Recreation Reserve Assets. Crown Lands consent is not required as Murray River Council is the Crown Land Manager.

Demolition of the assets is development permitted without consent in accordance with 2.73(3)(c) of the *State Environmental Planning Policy (Transport and Infrastructure) 2021*. A Division 5.1 Environmental Impact Assessment is required to be completed prior to demolition commencing. Council will seek quotes in accordance with procurement policy to demolish all identified assets.

The demolition of assets is expected to be completed around December 2025.

ATTACHMENTS

1. **Kyalite Hall and Recreation Reserve - Asset Decommissioning (under separate cover)**

9.4 DIRECTOR PLANNING AND ENVIRONMENT REPORT AND SUPPLEMENTARY MATTERS

9.4.1 AMENDMENT TO FEES AND CHARGES - COMPLYING DEVELOPMENT CERTIFICATES

File Number: -

Author: Jessica McFarlane, Manager Building Services

Authoriser: Gary Arnold, Interim Director Planning & Environment

RECOMMENDATION

1. That Council resolve to amend current fees and charges in relation to Complying Development Certificates – 1a to 10b by basing the assessment fees on the total cost of works, inclusive of the planning assessment component; and
2. In accordance with Section 610F of the *Local Government Act 1993*, place the amended fee on public exhibition for a period of 28 days.

BACKGROUND

In previous years fees for Complying Development Certificates (CDC's) were determined by the total cost of works. However, Council's current fees and charges for 2025/2026 are based on a fixed rate dependant on the class of building as out lined below:

Complying Development	Certificate - 1A and 1B	\$1,818.18	\$181.82	\$2,000.00
Complying Development	Certificate - 2 - 9	\$2,727.27	\$272.73	\$3,000.00
Complying Development	Certificate - 10A and 10B	\$1,090.91	\$109.09	\$1,200.00
Complying Development	Certificate - Minor Change	\$113.64	\$11.36	\$125.00
Complying Development	Certificate - Major Change (Maximum Fee: \$1000)	50% of original CDC fee or \$1,000 whichever is the lesser		
Complying Development	Certificate - Demolition of Building	\$454.55	\$45.45	\$500.00

In 2024, the following fees and charges were added to the schedule to conduct pre assessments of the planning legislation to determine whether a proposed development could be applied for as Complying Development:

Assessment of CDC eligibility - Class 1A and 1B	\$545.45	\$54.55	\$600.00
Assessment of CDC eligibility - Class 2 - 9	\$545.45	\$54.55	\$600.00
Assessment of CDC eligibility - Class 10A and 10B	\$272.73	\$27.27	\$300.00

DISCUSSION

The service for a CDC assessment has not been utilised extensively since Council's adoption of fees and charges for 2025/26. However, recent discussions with builders have indicated some do favour the Complying Development route which is a combined "fast tracked" planning and building approval common for Class 1 and 10 buildings.

Council officers have researched this situation and found that our current fee structure based on a fixed rate dependant on the class of the building is not reflective of the true cost of the time spent on the assessment involved (ie, it is too high).

To address this situation, it is recommended that Council amend the current fixed rate fee structure for Complying Development Certificates to align with the 2025/2026 Construction Certificate fees and include the Assessment of CDC eligibility fees (see below). This will reflect the added assessment items for a CDC application whilst keeping the fees at a competitive level and more reflective of surrounding Councils and Private Certifiers.

Construction Certificate: Value Up to \$100,000: Base Fee	\$184.55	\$18.45	\$203.00
Construction Certificate: Value Up to \$100,000: Variable Fee (per \$100)	\$0.59	\$0.06	\$0.65
Construction Certificate: Value \$100,001 to \$250,000: Base Fee	\$721.82	\$72.18	\$794.00
Construction Certificate: Value \$100,001 to \$250,000: Variable Fee (per \$100)	\$0.33	\$0.03	\$0.36
Construction Certificate: Value \$250,001 to \$1,000,000: Base Fee	\$1,155.45	\$115.55	\$1,271.00
Construction Certificate: Value \$250,001 to \$1,000,000: Variable Fee (per \$100)	\$0.22	\$0.02	\$0.24
Construction Certificate: Value Over \$1,000,000	Price on Application		
Assessment of CDC eligibility - Class 1A and 1B	\$545.45	\$54.55	\$600.00
Assessment of CDC eligibility - Class 2 - 9	\$545.45	\$54.55	\$600.00
Assessment of CDC eligibility - Class 10A and 10B	\$272.73	\$27.27	\$300.00

STRATEGIC IMPLICATIONS

3 - Strategic Theme 3: A place of liveable communities

3.11 - Review unused land and building assets and apply a consistent and financially strategic approach to disposal or repurposing.

BUDGETARY IMPLICATIONS

The amendment to the fees and charges will ensure that Council is adequately remunerated for the additional time spent on CDC applications. It is anticipated that the move will increase revenue overall whilst keeping fees comparable with current industry fees and charges.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Section 610F of the Local Government Act 1993 states that:

1. A council must not determine the amount of a fee until it has given public notice of the fee in accordance with this section and had considered any submissions duly made to it during the period of public notice.
2. Public notice of the amount of a proposed fee must be given (in accordance with the regulations) in the draft operational plan for the year in which the fee is to be made.
3. However, if, after the date on which the operational plan commences:
 - (a) A new service is provided, or the nature or extent of an existing service is changed, or
 - (b) The regulations in accordance with which the fee is determined are amended,
 The council must give public notice (in accordance with section 705) for at least 28 days of the fee proposed for the new or changed service or the fee determined in accordance with the amended regulations.
4. This section does not apply to a fee determined by a council for an application made in a filming proposal, if that fee is consistent with a scale or structure of fees set out in an applicable filming protocol.

RISK ANALYSIS

- **What can happen?**

Council may lose revenue for CDC applications/assessments.

- **How can it happen?**

The fees and charges for Complying Development Certificates don't reflect the additional work for this type of application compared to a Construction Certificate.

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

Medium to High

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

High

- **Adequacy of existing controls?**

Low.

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

Support the amendment.

CONCLUSION

It is recommended that Council support the proposal to amend the fees and charges regarding Complying Development Certificates as outlined in this report.

ATTACHMENTS

Nil

**9.4.2 AGM MINUTES - GOODNIGHT HALL & RECREATION RESERVE COMMITTEE
AUGUST 2025**

File Number: -

Author: Bernie Carne, Executive Services

Authoriser: Stacy Williams, Chief Executive Officer

RECOMMENDATION

That Council

1. Revoke existing members of the Goodnight Recreation Reserve & Hall Committee of Management and
 - (a) Pursuant to Section 355 of the Local Government Act 1993 appoint new committee members nominated at the August 2025 AGM.

BACKGROUND

At its Section 355 Annual General Meeting of the Goodnight Recreation Reserve & Hall Management Committee, elections were held to appoint all committee positions and office bearers.

DISCUSSION

Present at this meeting were:

Greg Morton, Kate Best, Mereeka Andrews, Danny Andrews, Stephen & Will Batty, Sarah Best, Kim Morton, Sam Morton, Sarah Gillbee, Thomas Hickey, Dave Hepburn, Cr Gary Pappin

The Committee agreed on the following position changes. Carried

President: Kate Best

Vice President: Thomas Hickey, Sam Morton

Secretary: Kim Morton

Treasurer: Mereeka Andrews

Committee members: Sarah Best, Stephen Batty, Greg Morton, Danny Andrews, Sarah Gillbee, Erika Zanker, Adam Best.

STRATEGIC IMPLICATIONS

4 - Strategic Theme 4: A place on inclusion, culture and wellbeing

4.1 - Support initiatives that enhance social cohesion and a sense of belonging.

BUDGETARY IMPLICATIONS

Scope of committee financial transactions is low.

POLICY IMPLICATIONS

Murray River Council Asset Management Policy (POL305).

Murray River Council Section 355 Committee Policy (POL119).

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**

Council & Committee 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.

Council has a responsibility to provide requisite support and guidance to committees to ensure they understand their responsibilities and have necessary skills and capacity to fulfill obligations.

- **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

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

Likely

- **Adequacy of existing controls?**

Moderate

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

Council needs to carefully consider the structure required to best support committees.

A new interim role of Manager Local Connections has been created to work collaboratively with committees of Council to assist them to meet their obligations as required by S355 of the Local Government Act 1993 and to improve governance and risk mitigation.

Steps will be taken to optimise the viability of committees where appropriate; consider the scope of support council will provide to support committees; determine the criteria that will trigger council's intervention in the operations of Section 355 committees, and what the intervention will be; plan for contingency management options, and fully recognise the cost of this in council's long term financial plans.

CONCLUSION

Advice of committee members has been received, and Council should endorse Goodnight Recreation Reserve & Hall Committee of Management Committee members nominated at the August 2025 AGM.

ATTACHMENTS

1. **Goodnight Hall & Recreation Reserve AGM Meeting Minutes August 2025**
2. **Goodnight Hall & Recreation Reserve AGM Committee Members August 2025 - Confidential**

Annual General Meeting Goodnight Hall and Recreation Reserve

Date: 28/09/2025 Meeting Opened 7.10pm

Present: Greg Morton, Kate Best, Mereeka Andrews, Danny Andrews, Stephen and Will Batty, Sarah Best, Kim Morton, Sam Morton, Sarah Gillbee, Thomas Hickey, Dave Hepburn, Cr Gary Pappin (MRC)

Apologies: C. Batty, E. Zanker, A. Best, N. Gorey (MRC) Bernie Carne (MRC)

Minutes from previous AGM

Read, K. Morton, moved D. Andrews

Seconded D. Hepburn

Correspondence: Summarised by K. Morton.

A lot of correspondence via email/ phone regarding the centenary preparations etc. and works needing to be completed. Continued correspondence re walking signs to be erected at the hall prior to the centenary and ongoing correspondence re calendar production.

Kim received letter with requirements as per Section 355 and letter received from council of acceptance of the last AGM minutes. In addition, Kim received several notifications and emails from various staff members at the MRC advising that they were no longer employed by the MRC. This has created additional work and anxiety in following up the new/appropriate people for the different areas that they were assisting us with for the centenary event.

All agreed that one central contact person for the Goodnight Hall and Recreation Reserve would be appreciated instead of having to send a large number of emails to different departments.

Correspondence received from Illuka, Tooleybuc Sporting Club, Manulife and MRC re grants applied for being successful. Correspondence from GrainCorp saying unsuccessful for the infrastructure grant applied for and encouraged to apply again.

Correspondence received about MRC Community Grant Round 1. The centenary falls outside of the date 31/10/2025 as starting date. Cr Pappin suggested enquiring about this as it is a large event occurring this year and some grace for dates may be given. Kim will enquire about this to Tiana and Beck re this grant.

Kim has written letters to each of the invited guest speakers and MC (Doug Best) for the day event. Confirmation has been received from I. Lockhart, I. Hickey (Kaye), T. Connick, M. Macfarlane and Owen Connick, C. Muir and Barb Jones. Still to hear back from Sub Mazzarella and Doug Best.

The Mayor of MRC, John Harvie, has accepted his invitation and will attend from 12.30 pm – 3.30pm. We thank the Mayor for his reply.

Kim has written and approached both the local paper, The Guardian and The Weekly Times requesting coverage. Kim has also written to Chislefts inviting them and asking for donations for hampers etc.

Moved M. Andrews, Seconded K. Best

Treasurers Report:

Presented by M. Andrews, opening balance at 01/07/2024 was \$2459.07, closing balance at 30/06/2025 was \$7599.61. with income at \$6895.19 and expenditure \$1754.65. On 1/08/2025 the

account had a balance of \$9099.16 due to receiving the club grant of \$1500. Current balance at AGM is \$7853.64 after expenses (\$1245.52) have been taken out including cleaning (\$660), Sign letters (\$384.67) and printing and cleaning supplies (\$200.85) in account. Books have been officially audited through the council.

Moved D. Andrews, Seconded S. Morton

Office Bearers election

President: M. Andrews nominated K. Best, Sec by S. Best to be President.

S. Batty was happy to be president again but left meeting due to family commitments. A vote occurred and K. Best was elected **President** after receiving the majority of votes. Thanks were given to outgoing President Stephen Batty.

Vice President: S. Morton and T. Hickey were nominated as joint vice presidents by M. Andrews, Sec by S. Best. All voted in favour and positions were accepted.

Treasurer: M. Andrews re elected unopposed

Secretary: K. Morton re elected unopposed

Moved T. Hickey, Seconded K. Best

General Business:

Subcommittee centenary meetings: It was noted that we have had 6 general meetings since early November to cover all the planning and work needing to be done for the centenary. Most of this meetings general business will also focus on the centenary.

Hall Maintenance and Repairs:

Power Upgrade: Everybody is very happy with the power upgrade, and it has improved the lighting in hall significantly. Thank you to Dave Dundee for coordinating and organising this.

Floor Upgrade: The floor has finally been finished after many delays. It still requires another coat so Kim has contacted Brent to see what can be organised. The floor required extensive sanding and was the driest floor Brent had ever experienced. Consequently, there was an enormous amount of dust in the hall all over walls and everything. Kim contacted and organised Lee Codling to assist with professional cleaning of this and it is greatly improved. At the last working bee both back rooms had a thorough clean.

The floor has improved significantly, however, some filling work and hopefully another coat will enhance it further. We thank Dave Dundee for organising the repair work and replacement of damaged floorboards.

Ceiling Lining: The cost of repairing and replacing the collapsing cork tiles is approximately \$40000, which did include new lighting which has since been completed. So, cost could be a little lower. Dave Dundee sought the quote for this. MRC will contribute \$15000 so an infrastructure grant of \$20000 was applied for with Grain Corp. We were unsuccessful. Kim will continue to apply for other infrastructure grants (FRRR) etc. as all agreed this work is needed to be done asap. It would have been nice to have the work completed before the centenary but will work on having it done in the near future. Will continue to review finances re the replacement of the lining and hoping that there is possibly some heritage related funding available for the use toward this project.

Roadway around hall: Kim emailed Bernie Carne re having a load of road base delivered to hall and spread around the road around the hall due to the large volume of traffic that will occur on the day, and the roadway hasn't been resurfaced or maintained for many years.

This has been agreed on and Bernie has assured Kim this will be completed prior to the event. The Parks team are working on this and Bernie advised Kim that as per Council policy & procedures, the rock has been put on our system out for quoting and the works will be organised as soon as this process is completed. We thank Bernie Carne for getting this organised.

Internet Banking: Discussion occurred that this is required now due to the large volume of accounts needing to be paid etc. All agreed and a motion was put forward by G, Morton, Sec K. Best stating that Mereeka Andrews as treasurer be given access to net banking. The motion was carried unanimously to get online banking in place with our current bank account:

Goodnight Recreation Reserve and Hall Committee

BSB: 063529 Account Number: 10252070.

The motion was carried with all in favour and M. Andrews will organise this asap.

Heritage Citation: This was again raised as we haven't received any formal correspondence about this. Karen had attempted to follow up with this and we were given some time with a museum advisory consultant, Kim Biggs, who met with Kim to discuss where to later store some of the significant historical material we have such as the original minute/cash books, title etc. Advice was also given re displays for the day of the centenary and we have taken her advice of having some things printed onto foam boards in addition to displays on boards of photos and news articles relating to Goodnight. The committee would like to enquire whether we have access to any additional funding relating to heritage sources. In addition, we would like the halls age documented somewhere as there are not a lot of halls left within the MRC area that are of this age.

Centenary Organisation:

Photo displays for Centenary: Two large boards have been collected for Tooleybuc Sporting Club to display photos, news articles etc. Can get more boards as needed. Will cover these in black plastic and begin these at the next working bee. Will need staple guns, photos and display signs to be made up of each different display e.g. Christmas tree, Old Balls, Tennis etc. S. Gillbee will help with the mounting and display of photos and headings.

Day event: discussion occurred around stall holders. Kim has approached Chisletts. Sarah Best will follow this up. Mereeka is contacting Chasney estate, Grace garlic, Wood Wood Honey and Tracey Main re centenary memorabilia for visitors to purchase. Mereeka in discussions with Andrew Peace wines and Chloe Kelly. Kim has spoken with Erin, and she will bring organic sultanas and other items for display on day.

David Hepburn confirmed that their old car will be on display with a range of artworks on it for sale. He also spoke of other old cars from local car clubs including John Algie coming on the day and Mereeka spoke of Bill Hawthorn bringing some old machinery.

Signage

There has been ongoing communication regarding the walking Goodnight signs relating to the hall history, Goodnight school and Bitch and Pups. Kim to continue to work with Izzy Rees (previously Julia Druitt) **and it is essential these are installed before the centenary event.** Kim has been trying

to organise a time for the footings subcontractor to meet Greg at the hall re location but to date this is still getting organised.

Dylan Mc Farlane has produced the lazer cut letters and Steve Cole is constructing the Goodnight Hall sign which states Goodnight Hall, est. 1925. This is almost completed and will be installed at the next working bee. We thank Steve for his time in making the frame etc. for the sign.

Calendars: these have finally been completed and Kim and Greg collected them from Echuca printers. Everyone was very happy with the results. Calendars to be placed at Tooleybuc Sporting Club, Tooleybuc PO and Tooleybuc School for sale, \$20 each. In addition, those present had some calendars distributed to them to sell. On the day of centenary, we will sell them as well.

Ball Prizes were discussed. Several prizes will be awarded on the night consisting of donated goods such as wine, nuts etc. and these shall be distributed throughout the evening. A lucky door cash prize was also discussed and this was agreed to.

Timeline of events: G. Pappin suggested getting this organised to help with the smooth running of the event. All agreed and will finalise this soon. At present we will however contact vendors to set up between 9- 9.30am. Speeches to commence between 1.30-2pm so that the afternoon tea is served prior to 3pm. Hopefully the day event will conclude by 4.30 pm at the latest so that the ball can be set up and band will arrive around 5pm to set up plus the caterer. Cool rooms are to be set up the day before and also the marquees.

Safety: G. Pappin raised the issue regarding road safety as the hall is near a well-used road. All agreed we need speed limits of 40km/hr. and signs stating event in progress leading to the hall from Goodnight. Kim will investigate this and then designate someone to do the follow up. We thank Cr Pappin for his advice.

Danny Andrews will organise witches' hats and flag ropes to be distributed around the hall and designated parking areas.

Accessible toilet. This issue was raised as we don't have one. Kim will email Bernie Carne to investigate whether the MRC can provide one for the event.

Hall hire and equipment hire: to remain the same as in the past.

Working Bee and follow up meeting: Next working bee has been organised for Sunday 14th September at 9.30 am. Meeting date will be organised in near future.

MRC updates: Cr Pappin advised the committee that the LEP is out and on display for 28 days on the website and feedback can be provided on this. As a small committee we are rather busy with the centenary at the moment, but individuals are encouraged to look at it. Possibly some further consultation drop ins on this could have enabled greater viewing of it.

K. Morton to complete the Section 355 Committee registration form and return to Bernie with the AGM minutes. A short discussion occurred regarding a safety induction manual and training for volunteers. At present the hard copies of these haven't been delivered.

Meeting closed. 9.10 pm.

9.4.3 SECTION 355 COMMITTEE MEETING MINUTES AS AT AUGUST 2025

File Number: -

Author: Bernie Carne, Executive Services

Authoriser: Stacy Williams, Chief Executive Officer

RECOMMENDATION

That Council receive and note the August Section 355 Committee Report.

BACKGROUND

Council has eighteen Section 355 committees. These committees are delegated by Council to oversee the day-to-day management of facilities owned by council and provide advice to Council about such facilities.

The committees are made up of community volunteers who contribute freely to Council operations.

Councils Section 355 Committees are to provide minutes of each committee meeting to keep Council informed of the committee's activities.

DISCUSSION

It is vital to ensure that volunteers are well supported and managed from recruitment right through to execution of delegated responsibilities.

The role of Manager Local Connections is 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.

Committee's Meeting Minutes are attached to this report for Council's information.

STRATEGIC IMPLICATIONS

4 - Strategic Theme 4: A place on inclusion, culture and wellbeing

4.1 - Support initiatives that enhance social cohesion and a sense of belonging.

BUDGETARY IMPLICATIONS

The scope of S355 Committees financial transactions vary and are generally minor in nature.

POLICY IMPLICATIONS

Murray River Asset Management (POL-305)

Murray River Section 355 Committees (POL-119)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**
Council & Committee 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

Council has a responsibility to provide requisite support and guidance to committees to ensure they understand their responsibilities and have necessary skills and capacity to fulfill obligations.

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

Volunteers are a vital part of Councils operations and contribute immensely to Councils resources.

As the number of volunteers diminish several Section 355 committees are becoming very fragile and their medium to longer term viability is questionable.

Council is under considerable pressure to comply with onerous obligations relating to the support and management of section 355 committees under the Local Government Act

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

Likely

- **Adequacy of existing controls?**

Moderate

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

Council needs to carefully consider the structure required to best support committees.

The role of Manager Local Connections was created to work collaboratively with committees of Council to assist them to meet their obligations as required by S355 of the Local Government Act 1993 and to improve governance and risk mitigation.

Steps will be taken to optimise the viability of committees where appropriate; consider the scope of support council is able to 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

Through the Manager of Local Connections, Council should continue to support our committees and note the minutes of meetings attached.

ATTACHMENTS

1. **Barham School of Arts Committee Meeting Minutes August 2025**
2. **Bunnaloo Rec Reserve & Hall Meeting Minutes August 2025**
3. **Caldwell Hall Meeting Minutes August 2025**
4. **Koraleigh RR & Hall Meeting Minutes August 2025**

BARHAM SCHOOL of ARTS HALL COMMITTEE MEETING 11TH AUGUST 2025.

Section 355 LGA School of Arts Hall Report.

COMMENCED: 8-35pm.

Chair: B Rash.

Present. J Boyd, B Campbell, A Millar, R Millar, A Mathers, P Williamson, S Carney, J Carney, M Hatty, G Cook, R Dooley, G Barker, J Whelan, G Minnis, D Agelakis.

APOLOGIES: R Daws, L Sheldrick, R Lynas.

J Boyd* We need a working Bee to pack up and store Alicia's (previous Dance Girl) equipment.

Tammy advised the meeting that it would be necessary to issue a formal demand to Alicia to re-move her goods and chattels within a specified timeframe. (30 days would be reasonable). She would draft a letter for John W to send out.

Moved: T Barker **Seconded:** A Mathers *"That our secretary formally request Alicia to remove her goods and chattels from the premises within 30 days, and that should she fail to do so, our club would pack up and store her belongings in the back store-room pending a decision on what to do with them."* **Carried. 6**

Outside Toilets- Internally needs refurbishing, especially the floor surfaces. Geoff Barker will con-tact MR Council via the Snap Send Solve App. He has found that approach to be effective.

Stale smoke odour- He will check drainage and filters on air conditioning units. Melissa will email David Dundee re problem. Geoff advised the issue was mainly due to bingo players who smoked doing so while too close to the open doors as everyone else was leaving. Their smoke was trapped in the locked room overnight.

Storeroom- Between internal toilets. Would like to leave it unlocked to allow public access to the cleaning equipment. Review after say twelve months if there are any problems.

Moved: J Boyd **Seconded:** G Cook *"That our club seek permission from Council to leave the Storeroom located between the internal toilets unlocked, but with our Lions Club materials suitably secured. (cupboards locked)".* **Carried.**

Fire Hose- Still working with the Fire Services trying to alleviate the leakage problem. He is still un-able to locate the stop valve for the fire service to enable replacement of the stop valve at the hose reel.

Doors- Need longer door stops to minimise the problem of door handles impacting and breaking the wall plasterboard. He has some at the shop and will replace the ones that are too short. He will also fix the hole/s in the walls.

Financial Report: See attachment.

CLOSED: 8-45pm

**Minutes of General Meeting of the
Bunnaloo Recreation Reserve Thursday the 13th August 2025**

Meeting commenced: 7.20pm

Present: Gerard James, Caz Shirley, Belinda James, Amy Barnes, Stuart Peat, Doug Scott, Robbie Caldwell

Apologies: Georgie Kelleck, Ryan Vagg, Annie Peat, Rachel Vagg, Debbie Scott

Minutes: Minutes of the last meeting 14th May 2025

Moved: Amy Barnes

Seconded: Doug Scott

Carried

Business Arising:

- Dishwasher was tested and was confirmed not working. Advice was to replace. Quotes to be sourced.
- Test and Tag – To be carried over. At previous meeting Karen Buckley was to report back to Executive committee on clarity of who is to organise and cover costs.
- Track grading – Murray River Council are aware of this issue but the Murray Shire will be attending to complete some plumbing work first before completing grading.
- Request from Committee to be notified of when works commence in order to notify River region early education of any potential disruption.
- Bank account signatories as at 13th August has partially been transferred over to new executive committee. Awaiting signatory from additional committee members for joint signing.
- Cleaning of Hall has improved and visibly noticeable. Cleaning charges are \$134.55 per weekly. Executive Committee to investigate details of the cleaning contract and exploring options for local cleaners.
- Amy Barnes to speak to River region early education child care to confirm increase in price for Hall hire. Will confirm final date paid up to and commence payment from there.
- Email address and what's app group was completed and in active use for communications. Thanks to Caz Shirley for organising.

Correspondence:

Out – Minutes of previous meeting sent and 355 agreements sent to Murray River Council representatives

In – Quotes for curtains, Dishwasher.

Treasurers report: Delivered

Income:

Building Account: \$28486.78

Operating Fund: \$24585.97

Moved: Caz Shirley

Seconded: Doug Scott

Presidents report:

Continue to follow up and liaise with council contacts and quotes.

General Business:

Curtain quotes \$5600

Dishwasher quote ongoing with other options raised. Quote \$5500 plus GST

Toilet quote was excessive and committee will revisit financial position. Initial indication without coming to measure site is between \$11000 to \$15000.

Rabobank grant submission has been completed. Noted conflict of interest by Caz Shirley. Approval was given to proceed with application and this was completed and submitted by president Gerard James.

Caz Shirley has completed Smarty Grants application submitted for Dishwasher.

Future project plans for BBQ area and potential relocation of playground was discussed. Currently noted that new soft fall in the area was placed, new signage and Murray River Council representatives completed pest control and approved playground to be compliant. President Gerard James proposed a working bee for storage areas. Date to be set before next meeting.

Regular maintenance coming into spring and summer for the Hall and surrounding grounds will be requested. Currently in this last quarter we have had consistent use of the facility including:

- Boys to the bush program
- MIL – Murray Irrigation
- Rice growers
- River Region Education Day care
- LLS – Local Land services
- Bush Bus kids

Users of the hall attempted to use the projector in the Hall. It has been noted it is outdated and not working and needs replacement. Hall committee agreed to investigate projector replacement option for Hall with tv's as alternatives.

Meeting closed 8.15pm

Next meeting: 30th October 2025.

Minutes of the Caldwell Hall Management Committee Meeting Held on the 20.08.25 4pm**Present:**

- Barb Goudie, Jamie McKindlay, David Martin, Don Hearn, Tim Garden, Geoff Wise & Jo Hearn.

Apologies:

- Penni Douglas-Garden

Minutes of the Previous Meeting:

- Minutes of the previous meeting were read and accepted by Don and Tim CRD

Inward Correspondence:

- Murray River Council A/C
- Structural Inspection Report
- Audited Letter

Outward Correspondence**Financial Report:**

- Balance of account is \$6369.56
- \$3519 is our money, \$2700 is Audio Grant
- Invoice from Boyd Electrical Paid \$1786.90
- Moved Barb Seconded Tim. CRD

General Business:

- David Dundee, is going to fix Air-Conditioner in Sunday School, fixing the girls toilet partitions, going to have a look at the side door, and looking at fixing the Shade Sail over the playground.
- Barb to email Council regarding the Insurance of the new TV and Sound System
- Next grant will be for stage Carpet, we need to measure and quote, no big hurrray
- Barb has contacted Tim Moodie and asked he take back Bins. Caldwell Hall Committee cannot afford the emptying of the bins, asked Council for second hand type bins and we will empty.
- Community Day 11th October
- Paint the tree between 15th and the 21st September, David Martin to co-ordinate, we need to take lots of photos so we can register our tree on the Blue Tree Project website
- Penni has purchased the mats
- Penni and Tim to hang the photos
- Everyone attending is asked to bring a share plate of food for lunch, sandwiches, sausage rolls etc

- 10am start, cuppa and morning tea on arrival, Guild to supply morning tea. Penni to co-ordinate the slices/biscuits.
- Yoga starts at 9am
- Jo will do a visual flyer and advertise on social media
- Geoff suggests we use the Council Newsletter to advertise our day.
- Geoff to ask Mayor to open the day, but if not, the Mayor Geoff will open the day. Day will officially open at 10:30am with small Opening speech.
- Do we write our names on the blue tree? Yes, A tag pen will be available on the day, Don Hearn to look into the best Texta for the job.
- Meeting asked if Penni has any scanned photos she can put on a stick so we can feed into our new tv on the Day.
- Lunch 12pm, invite who you think would be interested, e.g. Past residents and families
- Hall user groups to do a small display to let people know how to join groups etc
- Barb to contact the Council for a Mow before the Day.

Meeting Finished 5.15pm



Koraleigh Hall and Rec. Reserve Committee Meeting Minutes

Date/time of meeting	August 20, 2025 7.05 pm
Location of meeting	Koraleigh Rec Reserve
Attendees	Brian Hoare Mary Hoare Liam Hoare Cassie Andrews Peter Thompson Bev Thompson Gina Bailey Teresa Williams
Apologies	Nerida Hoare Sandra Andrews Luke Keogh Manager Parks, Open Spaces & Bio Security
Guests	Greater Wakool Ward Cr. Neil Gorey Greater Wakool Ward Cr. Gary Pappin
Approval of Previous Minutes	Moved: Mary Hoare Seconded: Liam Hoare

Business arising from previous minutes	* Upgrade of Hall toilets. Committee discussed the cost of the toilet upgrade, highly above expectations. Wait for September meeting to further discuss with representatives from MRC. * Community Centre Masterplan is in 2025/26 Operational Budget. Committee & Community wanting to work with the MRC towards completing masterplan development. We have the plans and site just need the MRC feedback and consultation. * Replacement of shed at Rec Reserve. In Council budget but need Grant to go ahead!!! * BRM worked on repairing tennis court light meter box. Still issues so they will change the RCD to breaker. Hopefully this will solve the problem. * Daniel Carrison will put in a quote to repair the Rec Reserve boundary fence. Moved: Mary Hoare Seconded: Cassie Andrews
Treasurers Report	* Hall a/c balance: \$11,138.14 Exercise Hall Hire: + \$60 Interest: + 5.32 * Rec Reserve a/c balance: \$8,201.91 Interest: + 4.68 Moved: Cassie Andrews Seconded: Peter Thompson
Correspondence	IN * 20/07/25: Luke Keogh contacted BRM electrical, & meet 28/7 at Koraleigh. * 24/07/25: John Harvie emailed reply to his meeting with RFS. * 25/07/25: Gary Pappin meeting apology. * 29/07/25: Mel Barrett called to arrange Rec Reserve meeting for Friday, 01/08 at 9.30 am. * 04/08/25: Luke sent Rec Reserve boundary fence dimensions. * 05/08/25: Bernie Carne requested meeting minutes, resent to her. * 2/08/25: Nerida meeting apology. * 20/08/25: Mel sent BRM electrical report for tennis lights. OUT * 20/07/25: July 16 meeting minutes to Committee & others. * 20/07/25: email Luke regarding meter box tripping out & discuss boundary fence. * 18/08/25: reminder of August 20 meeting Moved: Mary Hoare Seconded: Bev Thompson

General Business	* Cassie had no reply regarding electricity account usage/standing costs. Account has not been paid. Origin requested more information before paying Credit when account closed. * The next Koraleigh Rec Reserve & Hall meeting will be on September 18 at 4pm at the Koraleigh Hall. One agenda item is the upgrade of hall toilets. Looking forward to direct consultation with the MRC regarding the Koraleigh Community Centre/RFS development as part of their Strategic Plan for 2025/26. An invitation is sent to all MRC staff who wish to attend. * LEP decision to allow smaller blocks in Koraleigh settlement would benefit future development including better use of water infrastructure. Western Murray Land Improvement Group could help with ideas and ways of attaining these future goals.
Meeting Closed	8.00 pm
Next Meeting	Date: Thursday September 18, 2025 Time: 4 pm Venue: Koraleigh Hall

9.4.4 DRAFT COUNCIL-RELATED DEVELOPMENT APPLICATIONS POLICY**File Number:** -**Author:** Gary Arnold, Interim Director Planning & Environment**Authoriser:** Stacy Williams, Chief Executive Officer**RECOMMENDATION**

That Murray River Council resolve to:

1. Adopt the DRAFT Council Related Development Applications Policy V#1 and place the document on public display for a period of at least 28 days.

BACKGROUND

As a result of amendments to the Environmental Planning and Assessment Regulation 2021, Councils are required to have an adopted policy on the Management of Conflicts of Interest when determining development applications submitted by Council, Council staff or Councillors. A draft policy has been prepared for Council endorsement and public exhibition.

DISCUSSION

In late 2019, the NSW Ombudsman finalised an investigation into allegations that Broken Hill City had breached the Environmental Planning and Assessment Act 1979 by allowing its own unfinished Civic Centre to be used for large a public function, despite not having the necessary certification that it was safe to do so. As a result of an investigation. The NSW Ombudsman concluded that the dual role of Councils as applicant and regulator created potential conflicts of interest, and it is a systemic issue that needs to be addressed. Subsequently, amendments to the Environmental Planning and Assessment Regulation 2021 require Councils to:

- have a formal conflict of interest policy,
- consider the policy before determining any development applications that are council related, and
- publicly communicate any management approaches that Council will implement for each development; including publishing a management strategy on the NSW Planning Portal together with the development application when it is exhibited.

STRATEGIC IMPLICATIONS

2 - Strategic Theme 2: A place of progressive leadership

2.7 - We will strengthen our reputation across the region by building strong, positive relationships with our communities and demonstrating accountability in all our actions and decisions.

BUDGETARY IMPLICATIONS**POLICY IMPLICATIONS**

Murray River Policy Framework (POL-000)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

Environmental Planning & Assessment Regulation 2021.

RISK ANALYSIS

- **What can happen?**
Without clear policy in place potential conflicts of interest can occur.
- **How can it happen?**
Council, councillors and council staff could inadvertently breach the Act.
- **What are the consequences of the event happening?**
Loss of trust in Council.
- **What is the likelihood of the event happening?**
Likely
- **Adequacy of existing controls?**
Adequate, however they will be strengthened with the adoption of the draft policy.
- **Treatment options to mitigate the risk?**
The draft policy outlines the steps Council will take to demonstrate transparency and adherence to good governance.

CONCLUSION

The draft policy will be publicly exhibited for 28 days. Submissions will be considered, and any substantive changes presented to Council prior to adoption.

ATTACHMENTS

1. **MRC Policy - Council Related Development Policy V#1 DRAFT**

MURRAY RIVER COUNCIL
COUNCIL POLICY

DRAFT
**COUNCIL-RELATED
DEVELOPMENT
APPLICATIONS
POLICY**

POL-409.V#1



1. INTRODUCTION

This policy has been prepared in accordance with the requirements of Section 66A of the Environmental Planning and Assessment Regulation 2021 (EPA Regs) and the Council-related Development Application Conflict of Interest Guidelines (the Guidelines) issued by the Department of Planning and Environment.

Council operates as a consent authority and development regulator for the Murray River Council Local Government Area (LGA). In some circumstances, Council can also be the developer, landowner or hold a commercial interest in the land they regulate.

Where Council has this dual role, a potential conflict can arise between their interests in the development and their duty as regulator.

This Policy explains how Council will identify matters in which these potential conflicts arise and address them throughout the development process.

This policy has been prepared in accordance with the requirements of Section 66A of the Environmental Planning and Assessment Regulation 2021 (EPA Regs) and the Council-related Development Application Conflict of Interest Guidelines (the Guidelines) issued by the Department of Planning and Environment.

2. OBJECTIVES

The objective of this Policy is to manage potential conflicts of interest and increase transparency at all stages of the development process for council related development.

3. SCOPE

This policy applies to council-related development or development on council land that requires development consent under Part 4 of the Environmental Planning and Assessment Act 1979 (EPA Act).

This policy does not apply to any works carried out under Part 5 of the EPA Act.

4. LEGISLATION

- ▶ Environmental Planning and Assessment Act 1979 (NSW)
- ▶ Environmental Planning and Assessment Regulation 2021 (NSW)

5. POLICY STATEMENT

5.1 Process for identifying and managing potential conflicts of interest

5.1.1 Management controls and strategies:

5.1.2 The following management controls are to be applied to:

a. the assessment of an application for Council-related development:

- ▶ Development applications with an estimated development cost) of \$5,000,000 or less will be assessed by Council's Manager Development Services, or an independent Planning Consultant as determined by the CEO.
- ▶ The applicant/proponent (including Council Department Managers) shall only engage with the assessing officer/s of the development application, the same as any other member of the public.
- ▶ A Management Strategy is to be provided specifying how the council will manage conflicts of interest that may arise in connection with the application because the council is the consent authority.
- ▶ The application is not to be prioritised purely due to being a Council related application.

- ▶ The development application shall be placed on public exhibition for a minimum of twenty-eight (28) days. This will be via notice on Council's website and the NSW Planning Portal and notification to adjoining property owners where relevant.
- ▶ The Determination and Assessment Report will be published on Council's website, and copies provided to any individual adjoining properties notified during the assessment process.

b. the determination of an application for Council-related development:

- ▶ Council related development with an estimated development cost of \$5,000,000 or less shall be determined by the CEO (or their delegate).
- ▶ In accordance with State Environmental Planning Policy (Planning Systems) 2021, Schedule 6, Council related development with an estimated development cost of more than \$5,000,000 shall be determined by the Western Regional Planning Panel, a statutory body independent of Council.

c. the regulation and enforcement of approved Council-related development:

- ▶ The regulation and enforcement of council-related development shall be the same as for any other approved application, in accordance with relevant regulation.

5.2.2 The management strategy for the following kinds of development is that no management controls need to be applied:

- ▶ commercial fit outs and minor changes to the building façade
- ▶ internal alterations or additions to buildings that are not a heritage item
- ▶ signage which does not generate a commercial return
- ▶ minor building structures projecting from a building facade over public land (such as awnings, verandas, bay windows, flagpoles, pipes, and services)
- ▶ development where Murray River Council might receive a small fee for the use of their land.
- ▶ minor modifications to an existing development approval.

6. RESPONSIBILITIES

Responsibilities for the implementation of this Policy are shared as follows.

Position	Responsibility
Councillors	Councillors shall provide leadership in adhering to the requirements of this Policy.
Executive (ELT)	The Executive shall lead employees (either directly or through delegated authority) in their understanding of and compliance with this Policy and related documents.
Director Planning and Environment	The Director Planning and Environment shall: ▶ provide guidance to Councillors, Executive and other Council staff as to the content and implementation of this Policy; ▶ ensure the timely review of this Policy; and ▶ assist in investigations of alleged non-compliance with this Policy.
Manager Development Services	The Manager Development Services: ▶ is responsible for undertaking conflict of interest risk assessment

	and documenting what management controls or strategies are to be implemented during the phases of the application in a management statement. ▸ is to ensure that the management controls and strategies are adhered to during the entire development cycle.
Managers	Managers shall: provide guidance to Council employees within their respective business unit as to the content and implementation of this Policy, seeking guidance from the policy owner as required.
Council employees with a delegation	▸ Council officers making applications for Council-related development are required to refer the application to the Manager Development Services. ▸ Council development assessment officers reviewing lodged development applications must refer Council-related development applications to the Manager Development Services. ▸ Council building certifiers reviewing lodged complying development certificates, construction certificates, occupation certificates and building information certificates must refer Council-related development to the Manager Development Services. ▸ Council's administration staff is responsible for publishing the management statement on the NSW Planning Portal.
Council employees	Council staff shall read, understand and comply with this Policy.
Independent Consultant	The Independent Planning Consultant is responsible for providing an impartial assessment of Council related development applications where necessary to manage potential conflicts of interest. They must conduct a thorough and objective review of the application, ensuring compliance with relevant planning legislation and policies. The consultant is expected to remain independent from Council staff involved in preparing the application and provide professional recommendations based on planning merit. Additionally, they may be required to present their assessment findings to the determining authority, such as the CEO or Regional Planning Panel.
Western Regional Planning Panel	

7. EVALUATION AND REVIEW

It is the responsibility of the Director Planning and Environment, 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 may be taken to be a breach of Council's Code of Conduct.

Complaints alleging non-compliance with this Policy must be made in accordance with the Code of Conduct and will be dealt with in accordance with the Procedures for the Administration of the Code of Conduct.

9. ASSOCIATED DOCUMENTS, DEFINITIONS & ACRONYMS

External:

- ▶ Department of Planning and Environment – Council related Development Application Conflict of Interest Guidelines
- ▶ Wakool Local Environment Plan (LEP) 2013
- ▶ Murray Local Environment Plan (LEP) 2011

Internal:

- ▶ MRC Policy – Code of Conduct (Employees) Policy
- ▶ MRC Policy – Code of Conduct (Councillors) Policy
- ▶ MRC Policy – Compliance Policy
- ▶ MRC Procedure – Code of Conduct Procedures

Definitions:

Term	Definition
EPA Act	Environmental Planning and Assessment Act 1979.
EPA Regs	Environmental Planning and Assessment Regulation 2021
Applicant	An applicant who lodges or proposes to lodge a development application
Application	An application for consent under Part 4 of the Act to carry out development and includes an application to modify a development consent it does not include an application for a complying development certificate
Council	Murray River Council
Council-related development	Development for which Council is the applicant, developer (whether lodged by or on behalf of Council), landowner or has a commercial interest in the land the subject of the application, where it will also be the regulator or consent authority. As defined in Schedule 1, Division 2, Clause 9B (2) of the Act: Council-related development application means a development application, for which a council is the consent authority, that is — a) made by or on behalf of the council, or b) for development on land, other than a public road within the meaning of the Local Government Act 1993 — i) of which the Council is an owner, a lessee or a licensee, or ii) otherwise vested in or under the control of the Council.
Development process	Application, assessment, determination, and enforcement
Excluded Developments	Applications with the following Council interests, unless application would limit free public access to public land as defined in the Local Government

	Act 1993: a) internal alterations and/or additions of non heritage value b) commercial fit outs and minor changes to building facades c) alteration and/or addition of structures such as shades or similar in public playgrounds d) minor building structures projecting from a building façade over public land such as awnings, verandas, bay windows, flagpoles, pipes and services e) advertising signage on council properties, and f) S4.55(1) applications as defined by the Act.

A word or expression used in this policy has the same meaning as it has in the Act, and any instruments made under the Act, unless it is otherwise defined in this Policy.

10. DOCUMENT CONTROL

Version No.	Details	Dates	CM9 Reference	Resolution No.
1	Initial Issue	DRAFT	TBA	TBA

Council reserves the right to review, vary or revoke this policy at any time
This Policy is scheduled for review in before 2028

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.

Appendix 1:

Scenario. Example management statement Council conflict of interest management

The following is an example of a statement to be published by Murray River council to document its proposed management approach in a particular circumstance.

Conflict of Interest Management Statement	
Project Name	Riverside Civic Place
DA Number	DAxx/xxxx
Potential Conflict	Murray River Council is the applicant, Riverside Civic Place has an estimated capital investment value of \$5.3 million and the council expects to receive revenue through renting commercial office spaces.
Management Strategy	Murray River Council is managing potential conflicts of interest in this matter as follows: ▸ The application will be referred to the regional planning panel to determine the application. ▸ Council development assessment staff not involved with preparing the application, or an independent Planning Consultant, will assess the DA. The staff, or independent Planning Consultant, will remain separated from the project team. ▸ A private certifier will be engaged to undertake the certification of all necessary stages of the development; ▸ Key project milestones or regulatory issues that arise will be reported at a public council meeting.
Contact	Anyone with concerns about Council fulfilling its obligations should report their concerns to Council's Manager Development Services.

9.4.5 PLANNING PROPOSAL - LEP AMENDMENT

File Number: -

Author: Mitchell Mackenzie, Regional Placemaking Project Officer

Authoriser: Gary Arnold, Interim Director Planning & Environment

RECOMMENDATION

That Council resolve to support the proposed Planning Proposal requesting an amendment to remove the existing Clause 5.22 “*Special flood considerations*” from the Wakool LEP 2013 and the Murray LEP 2011, as outlined in Attachment 1.

BACKGROUND

At the Council Meeting, held on 28 September 2021, Council resolved to adopt the new *Clause 5.22 “Special flood considerations”* in the *Wakool LEP 2013* and the *Murray LEP 2011* (refer resolution 190921).

The objectives of *Clause 5.22* are as follows—

- (a) *to enable the safe occupation and evacuation of people subject to flooding,*
- (b) *to ensure development on land is compatible with the land’s flood behaviour in the event of a flood,*
- (c) *to avoid adverse or cumulative impacts on flood behaviour,*
- (d) *to protect the operational capacity of emergency response facilities and critical infrastructure during flood events,*
- (e) *to avoid adverse effects of hazardous development on the environment during flood events.*

Since the adoption of and inclusion of the Moama Flood Risk Management Strategy & Plan (FRMS&P), sufficient flood function mapping has been provided for extreme flooding events in the Moama area, which is where a significant portion of flooding has occurred geographically in recent years.

The aim of this Planning Proposal to remove Clause 5.22 “*Special flood considerations*” from the *Wakool LEP 2013* and the *Murray LEP 2011*, following the adoption of the Moama FRMS&P, ensures that where sensitive or hazardous uses are proposed between the flood planning level (FPL) and probable maximum flood (PMF), that there are adequate controls applied via flood function mapping and respective Flood Planning Constraint Category (FPCC) controls, as well as appropriate controls under any future Murray River Council Development Control Plan (DCP).

SUMMARY

It is proposed to remove Clause 5.22 “*Special flood considerations*” from the *Wakool LEP 2013* and the *Murray LEP 2011*, as part of the recent adoption of the Moama FRMS&P, as it will no longer serve to have statutory effect and will be superseded by this adopted FRMS&P. It is recommended that Council resolves to progress the Planning Proposal, as submitted in **Attachment 1** to this report by seeking an administrative amendment to remove Clause 5.22 from the *Wakool LEP 2013* and the *Murray LEP 2011*.

PROPOSAL

This proposal is for an administrative amendment to remove an existing Clause (5.22 “*Special flood considerations*”) from the *Wakool LEP 2013* and the *Murray LEP 2011*, following the recent adoption of the Moama FRMS&P.

Clause 5.22 contains controls relating to “*Special flood considerations*”, which have been superseded now that the Moama FRMS&P is adopted, given flood function mapping is available under this FRMS&P and in the extreme event of flooding.

At the direction of the Department of Climate Change, Energy, the Environment and Water (DCCEEW) in December 2025 it was stated that Clause 5.22 is ‘*too restrictive, as the extreme event extent encompasses most of the urban area and a significant warning time is now available for the area for riverine flooding.*’ In May 2025, the Department of Planning, Housing and Infrastructure (DPHI) also agreed to Council’s recommendation that a Planning Proposal would be the most appropriate action required to remove the Clause (See Attachment 1) following the adoption of the Moama FRMS&P.

A resolution of Council is therefore required to prepare the amendment in accordance with Section 3.22 “*Expedited amendments of environmental planning instruments*” of the *Environmental Planning and Assessment Act, 1979* (EP&A Act 1979). **CONSULTATION**

Consultation has occurred via discussions with internal planning and engineering departments within Murray River Council, with the Department of Climate Change, Energy, the Environment and Water (DCCEEW), and with the Department of Planning, Housing and Infrastructure (DPHI). Feedback confirmed that there is no benefit of retaining or amending Clause 5.22 in the *Wakool LEP 2013* and the *Murray LEP 2011*, following on from the adoption of the Moama FRMS&P.

Public exhibition has not been undertaken for this proposal but will be required as part of the Planning Proposal submission.

IMPLICATIONS

A. **Policy Implications:**

The LEP amendment will assist to ensure both the *Wakool LEP 2013* and the *Murray LEP 2011* are up-to-date and continue to provide relevant and current direction for development in the Murray River Council LGA, until both are amalgamated into one.

The proposed amendment will be consistent with all relevant policies, planning strategies and directions. There will be no implications relating to Council’s Strategies, State Environmental Planning Policies, or Ministerial Directions.

B. **Environmental Implications:**

There will be no environmental impacts associated with the removal of the Clause from the *Wakool LEP 2013* and the *Murray LEP 2011* as it has been superseded by the inclusion of sufficient flood function mapping, as part of the Moama FRMS&P, and therefore has no statutory effect.

C. **Social Implications:**

There will be no social impacts associated with the removal of the expired clause from the *Wakool LEP 2013* and the *Murray LEP 2011* as it has been superseded by the inclusion of sufficient flood function mapping, as part of the Moama FRMS&P, and therefore has no statutory effect.

D. **Infrastructure Asset Implications:**

There are no asset or infrastructure impacts associated with the removal of the expired clause from the *Wakool LEP 2013* and the *Murray LEP 2011* as it has been superseded by the inclusion of sufficient flood function mapping, as part of the Moama FRMS&P, and therefore has no statutory effect.

E. Financial Implications:

There are no financial impacts associated with the removal of the expired clause from the *Wakool LEP 2013* and the *Murray LEP 2011* as it has been superseded by the inclusion of sufficient flood function mapping, as part of the Moama FRMS&P, and therefore has no statutory effect.

F. Risk and Insurance Implications:

The preparation of an LEP amendment to the *Wakool LEP 2013* and the *Murray LEP 2011* is a regular Council activity governed by the provisions of the *EP&A Act 1979*. The level of risk attached to this activity has been minimised by following processes established by the *EP&A Act 1979*, the Department of Planning and Environment, and Council's established processes and procedures.

CONCLUSION

It is recommended that Council resolve to support the proposed Planning Proposal requesting an amendment to remove the existing Clause 5.22 "Special flood considerations" from the *Wakool LEP 2013* and the *Murray LEP 2011*, as outlined in Attachment 1.

ATTACHMENTS

1. LEP Amendment Removal of Clause 5.22 Planning Proposal



Planning Proposal

ADMINISTRATIVE AMENDMENT TO THE
WAKOOL LEP 2013 AND THE *MURRAY LEP*
2011 FOR THE REMOVAL OF CLAUSE 5.22
“SPECIAL FLOOD CONSIDERATIONS”.

10 September 2025



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EXECUTIVE SUMMARY

This Planning Proposal has been prepared as an administrative amendment to remove an existing Clause (5.22 "Special flood considerations") from the Wakool LEP 2013 and the Murray LEP 2011. This has come about as part of the recent endorsement of the Moama Flood Risk Management Study & Plan (FRMS&P) at the July 2025 Council meeting, and its adoption.

Clause 5.22 contains controls relating to "*Special Flood Considerations*", which are superseded given that flood function mapping has been made available under the recently adopted Moama FRMS&P. The Clause is also now considered to be too restrictive, as the extreme event extent encompasses most of the Murray River Council area and a significant warning time is now available for the area when regarding riverine flooding. Therefore, the clause no longer serves to have a statutory effect.

The Planning Proposal is consistent with the Riverina Murray Region Plan 2041, the Murray River LSPS 2020 -2040, the Moama FRMS&P 2025 and State Environmental Planning Policies. It is suggested that the Department of Planning, Housing and Infrastructure (DPHI) proceed with the administrative amendment to the Wakool LEP 2013 and the Murray LEP 2011 to remove Clause 5.22, as submitted in the Appendices to this report, based on merit-based assessment.

This report assesses the merits of the Planning Proposal in accordance with the Department of Planning and Environment's Local Environmental Plan Making Guideline (August 2023). A Gateway determination is sought pursuant to Section 3.34 of the *Environmental Planning and Assessment Act 1979*. The proposal is also consistent with the section 9.1 Ministerial Directions.



PART 1 – OBJECTIVES AND INTENDED OUTCOMES

Proposal:

This proposal is for an administrative Local Environmental Plan (LEP) Amendment to the *Wakool LEP 2013* and the *Murray LEP 2011* for the removal of optional Clause 5.22 relating to “*Special Flood Considerations*”, which is detailed in **Appendix 1**.

Objective

To amend the *Wakool LEP 2013* and the *Murray LEP 2011* to remove optional Clause 5.22 “*Special Flood Considerations*”.

Intended Outcomes

- That DPHI make the amendments to remove optional Clause 5.22 “*Special Flood Considerations*” from the *Wakool LEP 2013* and the *Murray LEP 2011*, in accordance with the provisions of Section 3.22 of the *Environmental Planning and Assessment Act, 1979*, as outlined in **Appendix 1**, subject to the adoption of the Moama FRMS&P. This recommendation follows (as specified on page 56 of the Moama Flood Risk Management Study and Plan 2025), consultation with the technical group of engineers and planners from the Murray Council and NSW DCCEEW.
 - To reduce unnecessary development constraints in Moama and surrounding areas, where Clause 5.22 currently applies to all urban land due to the widespread nature of “extreme” flood mapping.
 - To align local planning controls with practical flood risk management, recognising that Murray River Council is one of very few regional councils to have adopted this clause.
 - To support more flexible and feasible development opportunities, particularly in areas where Clause 5.22 has proven overly restrictive and has encumbered land that would otherwise be suitable for development.
 - To acknowledge the long lead time for flood warnings (typically 1 to 2 weeks for riverine flooding), which allows for effective evacuation planning and risk mitigation in Moama and its surrounds.

PART 2 – EXPLANATION OF PROVISIONS

The Murray River Council local government area (LGA) is largely built along the riverbanks of the Murray River and Edward River. The Murray River catchment is a complex catchment considered to be high risk, as noted in the 2022 Independent NSW Flood Inquiry.



In February 2022, flooding caused significant damage to properties and assets within the Murray River Council area due to flood rises above the flood planning level. This including damage to development listed below in **Appendix 1** and under Standard Instrument LEP Clause 5.22. As such, Council previously requested that the optional Clause 5.22 be inserted into the *Wakool LEP 2013* and *Murray LEP 2011*.

Since the inclusion of this Clause, and after the adoption of the Moama FRMS&P 2025 there has been direction given by way of the Department of Climate Change, Energy, the Environment and Water (DCCEEW) in December 2024, that subject to the adoption of the Moama FRMS&P; Clause 5.22 is *'too restrictive, as the extreme event extent encompasses most of the urban area and a significant warning time is now available for the area for riverine flooding.'* (see **Appendix 2**). In May 2025, the Department of Planning, Housing and Infrastructure (DPHI) also agreed to Council's recommendation that a Planning Proposal would be the most appropriate action required to remove the Clause (see **Appendix 3**).

In determining the appropriateness of removing Clause 5.22, consideration has been given to strategic documentation, future flooding events, and whether flood inundation could pose an unacceptable risk to the surrounding environment or people (refer to Section 3 (B) - Table 1). Considering this information, it is not deemed necessary for the optional Clause 5.22 to be included under the Murray River Council LGA.

PART 3 – JUSTIFICATION OF STRATEGIC AND SITE-SPECIFIC MERIT

Section A – Need for the Planning Proposal

1. *Is the Planning Proposal a result of an endorsed LSPS, strategic study or report?*

The Planning Proposal is not a result of an endorsed LSPS, strategic study or report, but a result of the recently endorsed and adopted Moama Flood Risk and Management Study (FRMS&P) 2025. The Department of Climate Change, Energy, the Environment and Water (DCCEEW), advised in December 2024 that subject to the adoption of the Moama FRMS&P; Clause 5.22 is *'too restrictive, as the extreme event extent encompasses most of the urban area and a significant warning time is now available for the area for riverine flooding.'* (see **Appendix 2**).

2. *Is the Planning Proposal the best means of achieving the objectives or intended outcomes, or is there a better way?*

In accordance with the Moama Flood Risk and Management Study & Plan (FRMS&P) 2025, and as agreed to by DCCEEW and DPHI, the removal of optional Clause 5.22 via a planning proposal represents the most appropriate and effective means of achieving the intended flood risk management objectives and outcomes.



Section B - Relationship to the strategic planning framework

3. Will the Planning Proposal give effect to the objectives and actions of the applicable regional or district plan or strategy (including any exhibited draft plans or strategies)?

Yes. The Planning Proposal gives effect to the objectives and actions of the Riverina Murray Region Plan 2041. The relevant planning proposal is addressed in Table 1:

Table 1: Consistency with Riverina Murray Region Plan 2041

#	Planning objectives	Actions	Consistency
2	Manage development impacts within riverine environments	Action 2: The department will develop waterfront development guidelines to inform development as well as strategic and statutory planning to better manage the competing land uses along river corridors and riverine land. The guidelines will provide best practice design principles to support a regionally consistent approach to the design and siting of development and land uses on riverine land. Action 3: The department will continue to review waterfront planning controls in State Environmental Planning Policies and Local Environmental Plans to reflect best practice waterfront planning.	Council has used the Moama FRMS&P to upgrade the flood mapping, together with information available from the NSW Flood Data Portal. Therefore, assisting to manage development impacts within riverine environments and to increase natural hazard resilience, where Council will continue to locate development away from areas of known hazard wherever possible.
3	Increase natural hazard resilience	No actions.	

4. Is the Planning Proposal consistent with a council LSPS that has been endorsed by the Planning Secretary or GSC, or another endorsed local strategy or strategic plan?

The Planning Proposal is consistent with Council's LSPS – Murray River Council Local Strategic Planning Statement 2020 - 2040. The relevant planning priority is addressed in Table 2.

Table 2: Consistency with LSPS

#	Planning Priority	Consistency
4	Housing growth, supply and density	Council has used the Moama FRMS&P to upgrade the flood mapping, together with information available from the NSW Flood Data Portal. Therefore, reducing the community's exposure to natural hazards by identifying and mitigating natural hazard risks. This reduces the community's exposure to natural hazards, where Council will continue to locate development away from areas of known hazard wherever possible. Where hazards cannot be avoided, Council will ensure there is suitable hazard mitigation and disaster management strategy in place. This has been done by communicating the flood hazard of land by
9	Climate change and natural hazards	



	updating the flood-prone land mapping that forms part of the LEP and strategies.
--	--

5. *Is the Planning Proposal consistent with any other applicable State and regional studies or strategies?*

The Planning Proposal is not inconsistent with any State and regional study or strategy.

6. *Is the Planning Proposal consistent with applicable SEPPs?*

The Planning Proposal simply removes an optional clause from the Standard Instrument LEP. The Planning Proposal does not preclude the application of, and is consistent with, relevant State Environmental Planning Policies.

7. *Is the Planning Proposal consistent with applicable s9.1 Ministerial Directions?*

The Planning Proposal only seeks to remove an optional Standard Instrument LEP clause from the *Wakool LEP 2013* and *Murray LEP 2011*. There is no inconsistency with any section 9.1 Ministerial Direction.

Section C – Environmental, social and economic impact

8. *Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected because of the proposal?*

There is very little to no likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected because of the Planning Proposal.

9. *Are there any other likely environmental effects of the Planning Proposal and how are they proposed to be managed?*

There are no other environmental effects foreseen through removal of the optional clause 5.22.

10. *How has the Planning Proposal adequately addressed any social and economic effects?*

The Planning Proposal, by way of the inclusion of the Moama FRMS&P 2025, allows for the removal of the optional clause 5.22. The Moama FRMS&P 2025 adequately addresses any social and economic effects.

Additionally, it is considered that a possible increase in the burden of information required to be submitted with a development application will be offset by the greater social and economic benefit provided through ensuring preventative measures and development controls to ensure pre-emptive safe evacuation of people and greater protection of buildings and assets.

Section D – Infrastructure (Local, State and Commonwealth)

11. *Is there adequate public infrastructure for the Planning Proposal?*



The Planning Proposal will not increase demand for local, State or Commonwealth infrastructure.

Section E – State and Commonwealth Interests

12. What are the views of State and Federal public authorities and government agencies consulted in order to inform the Gateway determination?

Consultation was previously conducted with the Department of Climate Change, Energy, the Environment and Water (DCCEEW), who in December 2024, stated that subject to the adoption of the Moama FRMS&P; Clause 5.22 is 'too restrictive, as the extreme event extent encompasses most of the urban area and a significant warning time is now available for the area for riverine flooding.' (see **Appendix 2**). In May 2025, the Department of Planning, Housing and Infrastructure (DPHI) also agreed to Council's recommendation that a Planning Proposal would be the most appropriate action required to remove the Clause (see Appendix 3). State and federal public authorities and government agencies will be consulted in line with any Gateway condition as the Planning Proposal progresses.

PART 4 – MAPPING

The Planning Proposal does not include changes to any mapping. It only involves removing an optional clause from the Standard Instrument LEP into the Wakool LEP 2013 and the Murray LEP 2011. The clause as proposed to be removed is provided at **Appendix 1**.

PART 5 – COMMUNITY CONSULTATION

Council will conduct community consultation in accordance with any Gateway determination. Public exhibition will be undertaken in accordance with the DPE *Local Environmental Plan Making Guideline* – August 2023 and Council's Community Engagement Strategy 2024.

PART 6 – PROJECT TIMELINE

The proposed timeline for the completion of the Planning Proposal is as follows:

Estimated Completion	Plan Making Steps
October 2025	Report Planning Proposal to Council
November 2025	Gateway determination issued by DPHI
November 2025	Amend Planning Proposal report in accordance with Gateway
December 2025	Commence agency consultation
January 2026	Commence public exhibition
February 2026	Consideration of submissions
February 2026	Report to Council – consultation and submissions analysis
February - March 2026	Submission to Department for finalisation (where applicable)
March 2026	Gazettal of LEP amendment



APPENDIX 1

PROPOSED WAKOOL LEP 2013 AND MURRAY LEP 2011 CHANGES (REMOVAL OF BELOW CLAUSE 5.22)

5.22 Special flood considerations

(1) The objectives of this clause are as follows:

- (a) to enable the safe occupation and evacuation of people subject to flooding.
- (b) to ensure development on land is compatible with the land's flood behaviour in the event of a flood.
- (c) to avoid adverse or cumulative impacts on flood behaviour.
- (d) to protect the operational capacity of emergency response facilities and critical infrastructure during flood events.
- (e) to avoid adverse effects of hazardous development on the environment during flood events.

(2) This clause applies to:

- (a) for sensitive and hazardous development - land between the flood planning area and the probable maximum flood, and
- (b) for development that is not sensitive and hazardous development - land the consent authority considers to be land that, in the event of a flood, may:
 - i. cause a particular risk to life, and
 - ii. require the evacuation of people or other safety considerations.

(3) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development:

- (a) will affect the safe occupation and efficient evacuation of people in the event of a flood.
- (b) incorporates appropriate measures to manage risk to life in the event of a flood.
- (c) will adversely affect the environment in the event of a flood.

(4) A word or expression used in this clause has the same meaning as it has in the Considering Flooding in Land Use Planning Guideline unless it is otherwise defined in this clause.

(5) In this clause:

Considering Flooding in Land Use Planning Guideline - see clause 5.21(5).

flood planning area - see clause 5.21(5).



Floodplain Development Manual - see clause 5.21(5).

probable maximum flood has the same meaning as it has in the Floodplain Development Manual.

sensitive and hazardous development means development for the following purposes:

- (a) boarding houses
- (b) caravan parks
- (c) correctional centres
- (d) early education and care facilities
- (e) eco-tourist facilities
- (f) educational establishments
- (g) emergency services facilities
- (h) group homes
- (i) hazardous industries
- (j) hazardous storage establishments
- (k) hospitals
- (l) hostels
- (m) information and education facilities
- (n) respite day care centres
- (o) seniors housing
- (p) sewerage systems
- (q) tourist and visitor accommodation
- (r) water supply system



APPENDIX 2

EMAIL FROM DCCEEW CONFIRMING RECOMMENDED REMOVAL OF CLAUSE 5.22 FROM THE 'MURRAY LEP' (WAKOOL LEP 2013 & MURRAY LEP 2011)



From: Kade Small <kade_small@environment.nsw.gov.au>
Sent: Friday, 6 December 2024 2:01 PM
To: Ben Tate <ben.tate@watertech.com.au>
Cc: John McCartney <jmccartney@campospe.vic.gov.au>; John Hore <jhore@murrayriver.nsw.gov.au>; Jack Bond <jbond@murrayriver.nsw.gov.au>; Aram Manjikian <aram.manjikian@watertech.com.au>; Rod Croft <rcroft@murrayriver.nsw.gov.au>; Jobin Paul <jpaul@murrayriver.nsw.gov.au>; Christopher O'Brien <cobrien@murrayriver.nsw.gov.au>; Harvey McKinnon <hmcinnon@murrayriver.nsw.gov.au>; Louise Collins <lcollins@murrayriver.nsw.gov.au>; Daniel Hughes <dihughes@murrayriver.nsw.gov.au>; Steve Manwaring <Steve.Manwaring@environment.nsw.gov.au>; Ainslie Frazer <Ainslie.Frazer@environment.nsw.gov.au>; Jessica McFarlane <jmcfarlane@murrayriver.nsw.gov.au>
Subject: RE: Moama Planning

Ben,

Sorry for the delayed response I have been on the road this week and wanted to clarify some issues before we responded.

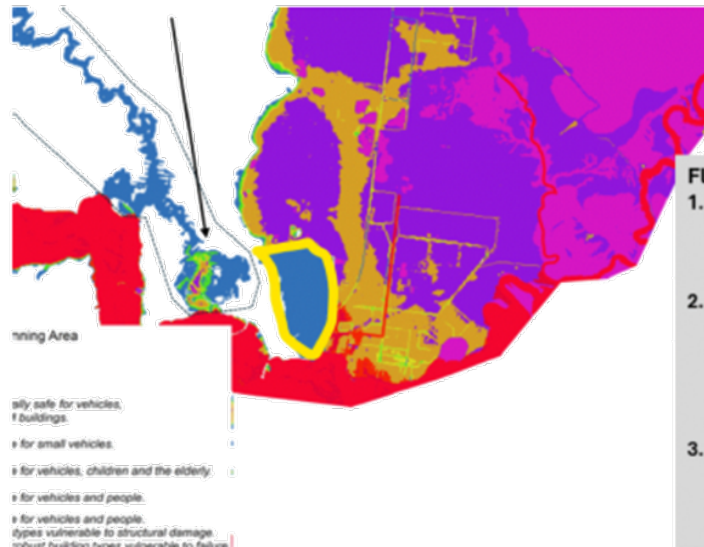
Your proposed approach looks reasonable; however, we just want to clarify/offer some changes:

1. The FRM Manual guideline FB01 ([Understanding and Managing Flood Risk | NSW Environment and Heritage](#)) recommends that the most restrictive Flood Planning Constraint Category (FPCC) 1 should encompass the floodways, key storage areas and areas of H0 hazard in the design flood event (DFE). What you've proposed is similar to the FPCC1 presented in the FRM Manual. However, you could also include the one of the two storage area categories (referred to in your point 2) in this category if the planning and development controls will be similar. The FRM Manual suggests that 'Developing in FPCC1 areas, including in existing developed areas, should generally be limited to those uses that are compatible with the flood function and flood hazard in the area. This means that the majority of new development types and more intense development are likely to be excluded from FPCC1 due to their impacts on flood behaviour and their vulnerability to the degree of flood hazard.' This statement is generally consistent with what we were discussing about the more restrictive flood storage area east of Moama.
2. As above, consider adopting the criteria, or similar, for the FPCC1 from the FRM Manual could help address this issue.
3. Given that the Moama Town Levee (MTL) is providing protection from the DFE and has around 0.4 m of freeboard on the earthen section and 0.2 m of freeboard on the concrete retaining wall section, it may be reasonable to exclude the area behind the MTL from the proposed Flood Planning Area (FPA) (are circled in yellow below). Council should be aware and understand the risk associated with this and the potential legal implications, as this is not entirely consistent with the FRM Manual. It should be discussed in the FRMS&P why this area has been excluded from the FPA and what assumptions have been made (regarding what Council will do to ensure there is no risk to area behind the MTL in 1% AEP) to justify the decision. Assumptions, and associated recommendations, to be documented should include at minimum:
 - a. Council will permanently upgrade the MTL to ensure sufficient freeboard;
 - b. Areas of insufficient freeboard will be 'topped up' in preparation for imminent flood events in the interim; and
 - c. The Levee Owners Manual (LOM) will be updated immediately to reflect the known risks and interim temporary measures.
 The breakout area at the Tindarra Resort location is different and should be included in the FPA given there is nothing formal (levee or operational procedure) established there.
4. The FRMS&P should include a recommendation for Council to remove Clause 5.22 from the existing Murray Local Environmental Plan. The recommendation should be supported by a discussion outlining why this is appropriate (i.e. too restrictive as the extreme event extent encompasses most of the urban area and a significant warning time is available for the area for riverine flooding). Because it will likely take some time for Clause 5.22 to be removed, Council will still need to apply it in the interim. To achieve this, they will need flood function mapping provided for the extreme event in the FRMS&P.

I will give you a call to follow this up.

Regards,

Kade



From: Ben Tate <Ben.Tate@watertech.com.au>

Sent: Tuesday, December 3, 2024 8:11 PM

To: John McCartney <j.mccartney@campaspe.vic.gov.au>; John Hore <jhore@murrayriver.nsw.gov.au>; Jack Bond <JBond@murrayriver.nsw.gov.au>; Aram Manjikian <aram.manjikian@watertech.com.au>; Kade Small <kade.small@environment.nsw.gov.au>; Rod Croft <rcroft@murrayriver.nsw.gov.au>; Jobin Paul <jopaul@murrayriver.nsw.gov.au>; Christopher O'Brien <cobrien@murrayriver.nsw.gov.au>; Harvey McKinnon <hmckinnon@murrayriver.nsw.gov.au>; Louise Collins <lcollins@murrayriver.nsw.gov.au>; Daniel Hughes <dhughes@murrayriver.nsw.gov.au>

Subject: RE: Moama Planning

Hi all,

Thanks for today's session to work through the way forward for the planning outcomes from the Moama Flood Risk Management Study.

The discussion was good, I think we are all in general alignment, but I would like your direction on the following.

1. I have proposed using the 1% AEP floodway area as one of the planning categories. There was general support today for me manually cleaning up the floodway through east Moama, and extending it up north of the railway. I pointed out a few residential parcels with a current dwelling that this would cover, are you supportive of that? If so, are there any specific criteria or text that you would like to see for those parcels that already have residential development on them to support and maintain their existing use?
2. I have proposed a large area of flood storage, which I think could be differentiated into two categories, the residential area of East Moama (and perhaps some holiday parks), and the remaining rural use areas. Are you supportive of this? I mentioned that the current DCP discourages new development or intensification in these areas, but some language leaves the door ajar for "special circumstances". How hard do you want to go in terms of shutting this door and avoiding future arguments around developing in East Moama? Could you please consider the current DCP wording and suggest areas (if any) you would like to see changed under High Hazard Flood Storage.
3. I believe everyone was supportive of splitting the flood fringe areas into the areas I had nominated (behind the town levee, behind Tindarra levee, and everywhere else). Nothing to do unless there is a change to this you would like to make.
4. I suggest removing the current clause from the LEP that requires you to consider the impact and safety to people during evacuation in areas impacted up to the PMF. This would also allow you to remove reference to the FPA2 from the current DCP. As I said, testing has shown the floodplain is insensitive to minor ring levees etc, and we have plenty of warning time for evac. Can you confirm you are happy with this approach.

Look forward to hearing from you shortly.

Regards

Ben Tate
National Lead - Flooding | Senior Principal Engineer

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This email, and any attachments, may contain confidential or legally privileged information. If you think it was sent to you by mistake, please delete all copies of the email and advise the sender.

From: Ben Tate

Sent: Thursday, 28 November 2024 1:10 PM

To: John McCartney <j.mccartney@campaspe.vic.gov.au>; John Hore <jhore@murrayriver.nsw.gov.au>; Jack Bond <JBond@murrayriver.nsw.gov.au>; Aram Manjikian <aram.manjikian@watertech.com.au>; Kade Small <kade.small@environment.nsw.gov.au>; Rod Croft <rcroft@murrayriver.nsw.gov.au>; Jobin Paul <jopaul@murrayriver.nsw.gov.au>; Christopher O'Brien <cobrien@murrayriver.nsw.gov.au>; Harvey McKinnon <hmckinnon@murrayriver.nsw.gov.au>;

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APPENDIX 3

EMAIL FROM DPHI CONFIRMING THE PROCESS FOR CLAUSE 5.22 REMOVAL VIA COUNCIL PLANNING PROPOSAL AS WELL AS JUSTIFICATION FOR REMOVAL

From: Bec Martin <rebecca.martin@dpie.nsw.gov.au>
Sent: Wednesday, 28 May 2025 2:43 PM
To: Mitchell Mackenzie
Cc: Jessica McFarlane; Leeyana Thokala; Meredith McIntyre
Subject: RE: Monthly DPHI/MRC Strategic Planning Meeting

Hi Mitchell,

Thanks for sharing that. This is definitely a planning proposal process, and the feedback from DCCEEW, as well as why the clause isn't working, will be an important part of the justification for removing the clause.

Kind Regards,

Bec Martin (she/her)
 Planning Officer
 Southern, Western and Macarthur Region
 Local Planning and Council Support | NSW Department of Planning, Housing and Infrastructure
 T 02 5852 6810 | E rebecca.martin@dpie.nsw.gov.au
 Wiljaali Country | Level 2, 32 Sulphide Street | Broken Hill NSW 2880
www.dpie.nsw.gov.au



The Department of Planning, Housing and Infrastructure acknowledges that it stands on Aboriginal land. We acknowledge the traditional custodians of the land and we show our respect for elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

From: Mitchell Mackenzie <mmackenzie@murrayriver.nsw.gov.au>
Sent: Tuesday, 27 May 2025 3:51 PM
To: Bec Martin <rebecca.martin@dpie.nsw.gov.au>
Cc: Jessica McFarlane <jmcfarlane@murrayriver.nsw.gov.au>; Leeyana Thokala <lthokala@murrayriver.nsw.gov.au>; Meredith McIntyre <Meredith.McIntyre@planning.nsw.gov.au>
Subject: RE: Monthly DPHI/MRC Strategic Planning Meeting

Hi Bec,

Please see attached advice from Kade re: proposing the removal of Clause 5.22 from the LEP.

'The FRMS&P should include a recommendation for Council to remove Clause 5.22 from the existing Murray Local Environmental Plan. The recommendation should be supported by a discussion outlining, why this is appropriate (i.e. too restrictive as the extreme event extent encompasses most of the urban area and a significant warning time is available for the area for riverine flooding). Because it will likely take some time for Clause 5.22 to be removed, Council will still need to apply it in the interim. To achieve this, they will need flood function mapping provided for the extreme event in the FRMS&P.'

Regards,



Mitchell Mackenzie | Regional Placemaking Project Officer
Murray River Council
Moama, NSW 2731
PO Box 906, Moama, NSW 2731



From: Bec Martin <rebecca.martin@dpie.nsw.gov.au>

Sent: Tuesday, 27 May 2025 3:39 PM

To: Mitchell Mackenzie <mmackenzie@murrayriver.nsw.gov.au>

Cc: Jessica McFarlane <jmcfarlane@murrayriver.nsw.gov.au>; Leeyana Thokala <LThokala@murrayriver.nsw.gov.au>;

Meredith McIntyre <Meredith.McIntyre@planning.nsw.gov.au>

Subject: RE: Monthly DPHI/MRC Strategic Planning Meeting

Hi Mitchell,

Apologies for the delay. You're correct — a planning proposal is required to amend or remove a clause in the LEP. Could you let me know the reason for the proposed change? That'll help me give more targeted advice on what should be included in such a planning proposal.

Kind Regards,

Bec Martin (she/her)

Planning Officer

Southern, Western and Macarthur Region

Local Planning and Council Support | NSW Department of Planning, Housing and Infrastructure

T 02 5852 6810 | E rebecca.martin@dpie.nsw.gov.au

Wiljaali Country | Level 2, 32 Sulphide Street | Broken Hill NSW 2880

www.dpie.nsw.gov.au



The Department of Planning, Housing and Infrastructure acknowledges that it stands on Aboriginal land.

We acknowledge the traditional custodians of the land and we show our respect for elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

From: Mitchell Mackenzie <mmackenzie@murrayriver.nsw.gov.au>

Sent: Tuesday, 27 May 2025 2:47 PM



To: Bec Martin <rebecca.martin@dpie.nsw.gov.au>

Cc: Jessica McFarlane <jmcfarlane@murrayriver.nsw.gov.au>; Leeyana Thokala <lthokala@murrayriver.nsw.gov.au>;

Meredith McIntyre <Meredith.McIntyre@planning.nsw.gov.au>

Subject: RE: Monthly DPHI/MRC Strategic Planning Meeting

Hi Bec,

Just following on the below re: CI 5.22 – can we discuss this tomorrow at some stage or later in the week?

Regards,



Mitchell Mackenzie | Regional Placemaking Project Officer
Murray River Council
Moama, NSW 2731
PO Box 906, Moama, NSW 2731



From: Mitchell Mackenzie

Sent: Wednesday, 21 May 2025 11:57 AM

To: 'Bec Martin' <rebecca.martin@dpie.nsw.gov.au>

Cc: Jessica McFarlane <jmcfarlane@murrayriver.nsw.gov.au>; Leeyana Thokala <lthokala@murrayriver.nsw.gov.au>

Subject: RE: Monthly DPHI/MRC Strategic Planning Meeting

Hi Bec,

Thanks for accepting the 2nd June meeting.

Just adding the 'removal of Clause 5.22 (Special Flood Considerations) from the Murray and Wakool LEPs' to the agenda.

In the meantime, is there a process for removing this that needs to be followed? I believe Council will need to prepare a Planning Proposal proposing the amendment to begin with?

Regards,



Mitchell Mackenzie | Regional Placemaking Project Officer
Murray River Council
Moama, NSW 2731
PO Box 906, Moama, NSW 2731

9.5 DIRECTOR COMMUNITY AND ECONOMIC DEVELOPMENT REPORT AND SUPPLEMENTARY MATTERS

9.5.1 NEW SOUTH WALES SUSTAINABLE COMMUNITIES PROGRAM GRANT ACCEPTANCE

File Number: -

Author: Beck Hayward, Manager Economic Development & Tourism

Authoriser: Gary Arnold, Interim Director Planning & Environment

RECOMMENDATION

That Council:

1. Authorise the Chief Executive Officer to accept the grant of \$1,078,164 (excluding GST) and execute the funding deed under the NSW Sustainable Communities Program for the Moama CBD Entry Redevelopment Project; and
2. Approve an additional contribution of \$169,036 in unbudgeted funds to the project, bringing Council's total contribution to \$369,036.

BACKGROUND

Council has successfully secured funding under the NSW Sustainable Communities Program (SCP) for the Moama CBD Entry Redevelopment Project.

When the NSW Sustainable Communities Program (SCP) Early Investment Round was announced in March 2025, Council promptly shared information about the grant opportunity with the wider community. Council also provided letters of support to several community-led applications. At the same time, staff identified and prepared a Council-led application, with applications assessed on an open and competitive basis.

The purpose of the SCP is to minimise the social and economic impacts of Australian Government water recovery measures on Basin communities by funding investment-ready projects that:

- stimulate economic activity,
- support local businesses,
- create and support jobs, and
- deliver new or upgraded infrastructure that contributes to local economic activity and connectivity

Staff identified the Moama CBD Entry Redevelopment Project as the most suitable project for this funding round because it:

- was fully scoped, with detailed concept designs and cost estimates already prepared through the Meninya Street Master Plan process,
- met the requirement for projects to be investment-ready and able to commence within six months of signing the funding deed
- satisfied the eligibility requirement for a Council co-contribution
- demonstrated clear alignment with Council's adopted strategies and the SCP's objectives to stimulate economic activity, attract private investment, create jobs and deliver enduring community benefit.

The submitted application outlined how the project would prepare a key gateway site for redevelopment, deliver accessible public infrastructure, create construction and ongoing jobs, and catalyse further private investment along Meninya Street. The application was assessed as eligible and has now been awarded funding.

Moama CBD Entry Redevelopment Project Scope

The redevelopment of 6 Meninya Street will prepare the site for private investment and revitalise the Meninya Street precinct. Key components of the project include:

- Demolition of existing buildings (former Council office, toilet block and detached office)
- Construction of a new Changing Places facility
- Relocation of the bus stop and site beautification
- Creation of public greenspace
- Expression of Interest (EOI) process to attract developers to purchase and develop the site (in line with E2 Commercial Centre zoning and community/economic outcomes).

Project Funding Breakdown

- NSW Government Grant: \$1,078,164 (ex GST)
- Council Contribution: \$369,036 (ex GST)
- Total Project Cost: \$1,447,200 (ex GST)

This project aligns with several local and regional strategies and specifically addresses the Meninya Street South Master Plan and Meninya Street Upgrade objectives. Community feedback identified the need to redevelop the Meninya Street entry gateway and 6 Meninya Street office location.

The project responds to community feedback and aligns with Council's strategic priorities for precinct activation, accessibility, and infrastructure enhancement.

Community support has been demonstrated through consultation undertaken during development of the Meninya Street South Master Plan, the broader Meninya Street Master Plan, and public engagement on concept designs and three-dimensional video animations of the streetscape.

Council also recognises the challenges facing Moulamein if water buybacks proceed and agrees investment will be essential. The forthcoming Moulamein Masterplan will help position priority projects, such as the Wharf, for future SCP funding rounds.

DISCUSSION

The existing building at 6 Meninya Street has exceeded its useful life and is no longer compliant with modern accessibility standards. The site also presents safety and operational concerns, including:

- Trip hazards
- Poor lighting
- Inadequate accessibility
- Ongoing vandalism and security issues

The adjacent bus stop and car park also require upgrades to meet accessibility and safety standards. Left unaddressed, these issues will continue to pose risks to users, detract from the amenity of Moama's main entry point, and create ongoing liability for Council.

The Asset Management Plan for the 6 Meninya Street buildings states a replacement value of \$1.449 million (building only). Without the SCP grant, Council would be required to identify its own funding sources to address the building's poor condition and undertake necessary redevelopment — placing a significant financial burden on Council with no external support.

Accepting this funding ensures that:

- Council can leverage more than \$1 million in external funds to deliver a project that directly addresses asset, safety, and accessibility issues.

- The site is transformed into an investment-ready gateway precinct, catalysing further private development in line with the Meninya Street Master Plan.
- Economic activity, job creation, and community benefit are maximised at a far lower net cost to Council.

During delivery, Council will work closely with stakeholders such as the Moama RSL, Moama Market and other key event organisers to ensure the project supports community and economic outcomes.

Securing this SCP grant enables Council to address longstanding safety and accessibility issues without bearing the full replacement cost, while also unlocking more than \$1 million in external funding to revitalise the site.

The project maximises community and economic benefits at a lower net cost to Council, positions the site as an investment-ready gateway precinct, and delivers on Council's long-term strategies.

STRATEGIC IMPLICATIONS

5 - Strategic Theme 5: A place of prosperity and resilience

5.1 - Promote the region as an attractive destination for Economic Development and investment.

BUDGETARY IMPLICATIONS

The total project cost is \$1,447,200 (ex GST), comprising:

- NSW Government Grant: \$1,078,164
- Council Contribution: \$369,036 (this includes \$169,036 in unbudgeted funds).

The additional unbudgeted funds can be sourced from internal reserves and potential developer contributions.

POLICY IMPLICATIONS

Murray River Asset Management (POL-305)

Murray River Community Engagement (POL-104)

Murray River Disability Inclusion Action Plan (POL-604)

Murray River Land Acquisition & Disposal (POL-602)

Murray River Procurement (POL-205)

LEGISLATIVE IMPLICATIONS

Environmental Planning & Assessment Act 1979.

Local Government Act 1993.

Crown Land Management Act 2016.

RISK ANALYSIS

- **What can happen?**
Nil
- **How can it happen?**
Nil
- **What are the consequences of the event happening?**
Nil

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

Nil

- **Adequacy of existing controls?**

Nil

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

Nil

CONCLUSION

The Moama CBD Entry Redevelopment Project is a strategic opportunity to:

- Stimulate economic activity
- Improve public infrastructure and accessibility
- Attract private investment
- Create construction and ongoing jobs

The site's condition necessitates action. The Asset Management Plan values the 6 Meninya Street buildings at \$1.449M (building only). Securing this SCP grant enables Council to address longstanding safety and accessibility issues without bearing the full replacement cost, while also unlocking more than \$1 million in external funding to revitalise the site.

The project maximises community and economic benefits at a lower net cost to Council, positions the site as an investment-ready gateway precinct, and delivers on Council's long-term strategies.

ATTACHMENTS

Nil

9.5.2 LOCAL HERITAGE FUND FY 26

File Number: -

Author: Beck Hayward, Manager Economic Development & Tourism

Authoriser: Gary Arnold, Interim Director Planning & Environment

RECOMMENDATION

That Council approve \$9,966.45 in funding for the following project under Council's FY26 Local Heritage Fund:

- Project: Undertake repairs to the existing veranda of a privately owned residence listed on Schedule 5 of Council's Local Environmental Plans, using heritage protocols to guide the works.
- Applicant: Lisa Milburn

BACKGROUND

Council was successful in securing funding through Heritage NSW's 2025–27 Local Government Heritage Grant Program. A total of \$13,000 is available for allocation in FY26, comprising:

- \$6,500 from Heritage NSW
- \$6,500 matching contribution from Council

The Local Heritage Fund (LHF) supports conservation works—covering both labour and materials—for privately owned heritage items listed on Schedule 5 of Council's Local Environmental Plans (LEPs).

Funding is prioritised for projects that demonstrate:

- Sustainable, long-term heritage outcomes
- Public benefit and enjoyment
- Innovation and leadership in heritage conservation
- Capacity and commitment to complete the project
- Cost-effectiveness and equitable distribution of funds

Recent changes to Heritage NSW's funding guidelines now exclude:

- Projects involving Council-owned assets where Council is legally responsible for maintenance
- Projects not listed on Schedule 5 of Council's LEPs

These changes have narrowed the scope of eligible projects under the LHF.

DISCUSSION

The FY26 round of Council's Local Heritage Fund opened on 25 July and closed on 4 September 2025. It was promoted through Council's standard communication channels.

One application was received during this round.

Council's Development Services Panel convened on 28 August 2025 and assessed the application against the program's guidelines and criteria. The panel determined that the application was eligible and recommended that funding be awarded.

STRATEGIC IMPLICATIONS

4 - Strategic Theme 4: A place on inclusion, culture and wellbeing

4.2 - Promotion and scheduling of events that celebrate heritage across the region.

BUDGETARY IMPLICATIONS

The funds available in the FY26 Local Heritage Fund (\$13,000) are more than enough to fund the recommended project (\$9,966.45).

Any surplus funds will be returned to Heritage NSW and Council's budget.

POLICY IMPLICATIONS

Murray River Community Financial Assistance (POL-601)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

Heritage Act 1977.

RISK ANALYSIS

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

CONCLUSION

The application received meets all eligibility requirements and aligns with the objectives of the Murray River Council Local Heritage Fund. The proposed works will contribute to the preservation of a listed heritage item and deliver long-term heritage value.

It is recommended that Council approve the grant of \$9,966.45 to support this project under the FY26 Local Heritage Fund.

ATTACHMENTS

Nil

9.6 CORRESPONDENCE REPORT**9.6.1 CORRESPONDENCE REPORT****File Number:** -**Author:** Sheryl Mudaliar, Executive Services Coordinator**Authoriser:** Stacy Williams, 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.

ATTACHMENTS

1. Thank you Letter - Wakool Bowling Club
2. Thank you Letter - Wakool Cafe
3. Letter - Hon Jenny Aitchison



Murray River Council
PO Box 906
Moama NSW 2731
p 1300 087 004
e admin@murrayriver.nsw.gov.au
w www.murrayriver.nsw.gov.au

14 August 2025

The Committee
Wakool Bowling Club

Email: growland2009@hotmail.com

Dear Committee Members,

On behalf of the Murray River Council, we wish to convey our sincere appreciation to the Wakool Bowling Club for hosting the Councillors Workshop on 12 August 2025.

Council was pleased to see that the club's facilities are maintained to an exceptionally high standard. The well-presented facility offers an important space for people to come together, and its ongoing upkeep reflects the pride and commitment of your committee members. Such facilities contribute to the social fabric of the area and remain an asset to both residents and visitors.

Council extends its gratitude for your support in hosting our workshop, and for your continued commitment to enriching the local community. We look forward to fostering ongoing positive partnership into the future.

Yours sincerely,

Cr John Harvie
Mayor
Murray River Council

Stacy Williams
Chief Executive Officer
Murray River Council



Murray River Council
PO Box 906
Moama NSW 2731
p 1300 087 004
e admin@murrayriver.nsw.gov.au
w www.murrayriver.nsw.gov.au

14 August 2025

Maree Whelan
The Wakool Café

Email: wakoolpo2710@outlook.com

Dear Maree

On behalf of the Murray River Council, we wish to convey our sincere gratitude to the Wakool Café for their catering services at the Councillors Workshop held on 12 August 2025.

The lunch was beautifully prepared and presented, and it was greatly enjoyed by all attendees. Council values and recognises the important role local businesses, such as the Wakool Café play in supporting community events.

Your dedication to provide excellent service not only enriched the workshop experience but also fostered a stronger sense of community in our region.

We sincerely appreciate your contribution and look forward to continued opportunities for collaboration in the future.

Yours sincerely,

Cr John Harvie
Mayor
Murray River Council

Stacy Williams
Chief Executive Officer
Murray River Council

The Hon Jenny Aitchison MP

Minister for Roads
Minister for Regional Transport



Our Ref: C-00006558

Dr Anne Webster MP
Federal Member for Mallee
PO Box 1133
MILDURA VIC 3502

Dear Dr Webster,

Thank you for your correspondence to the NSW Minister for Transport about the Swan Hill Bridge. Your correspondence was referred to me as it falls within my portfolio responsibilities as Minister for Roads.

I appreciate your interest in the progress on this project on behalf of your constituency and welcome the opportunity to update you on this matter.

Transport for NSW has developed tender documentation for a concept design and environmental assessment contract. I am advised a two-phase procurement process is proposed, with expressions of interest expected to be released later this year. Tenders will then be sought from shortlisted companies in early 2026.

Transport for NSW is also closely liaising with heritage authorities to progress this project, with a pathway for planning and environmental assessment agreed which will form part of the tender documentation.

I am also pleased to advise that a community update is also being planned for the near future.

While Transport for NSW is awaiting confirmation from the Federal Government for the release of funds to progress with planning, I understand additional funds for construction are also required.

For any further requests of this nature, please know that you may contact me via email at office@aitchison.minister.nsw.gov.au.

52 Martin Place Sydney NSW 2000
GPO Box 5341 Sydney NSW 2001

02 7225 6220
nsw.gov.au/ministeraitchison

1

- 2 -

C-00006558

Thank you for taking the time to write. I genuinely appreciate the effort you have made to raise this matter with the NSW Government.

Yours sincerely,



The Hon Jenny Aitchison MP
Minister for Roads
Minister for Regional Transport

6/8/2025

82 Martin Place Sydney NSW 2000
GPO Box 5341 Sydney NSW 2001

02 7225 6220
nsw.gov.au/ministeraitchison

2

9.7 SUNDRY DELEGATES REPORT

9.7.1 SUNDRY DELEGATES REPORT

File Number: -

Author: Sheryl Mudaliar, Executive Services Coordinator

Authoriser: Stacy Williams, Chief Executive Officer

RECOMMENDATION

That the Sundry Delegates Report of the Mayor and Councillors for the period 1 August 2025 through to 31 August 2025 be received and the information noted by the Council; and reasonable out of pocket expenses be met by Council.

DISCUSSION

The **Mayor, Councillor John Harvie** reported on his attendance at the following meetings and functions:

- 04 August 2025 – Address Twin Rivers Probus Club. Moama
- 04 August 2025 – Meeting – Moama Anglican Grammar – Expansion plans. Moama
- 05 August 2025 – Meeting – Mayor & Ceo Swan Hill Rural City Council – Bridge, saleyards update. Swan Hill
- 06 August 2025 – Murray (Water) Forum – DCCEW / MRSG. Deniliquin
- 07 August 2025 – Meeting – Helen Dalton MP. Parliament House Sydney
- 07 August 2025 – Country Mayors Association Workshop, Minister Penny Sharpe, (Biodiversity) Sydney
- 07 August 2025 – Country Mayors Association Dinner – Guest Speaker the Right Hon Tony Abbott Sydney
- 08 August 2025 – Meeting - Country Mayors Association Sydney
- 08 August 2025 – Meeting - Cameron Munro - Policy Director (Water Minister Rose Jackson advisor) Sydney
- 08 August 2025 – Meeting – Monique Reynolds CEO Southern Cross Care Sydney
- 09 August 2025 - NSW Volunteer Fire Fighters Association AGM. Mathoura
- 11 August 2025 – Opening of Quincy Jones Jellies new premises Moama
- 11 August 2025 – Dinner – Sussan Ley - Deniliquin
- 12 August 2025 – Councillor Workshop Wakool
- 13 August 2025 – Fortnightly meeting with CEO Moama
- 13 August 2025 – Meeting - Gentech Seeds – project update Moama
- 13 August 2025 – Meeting - Moama Lions Community Village Moama
- 15 August 2025 – RAMJO quarterly board meeting Jerilderie
- 17 August 2025 – Vietnam Veterans Day Commemorative Service Moama
- 18 August 2025 – Southern Cross Care Public Meeting Moama
- 19 August 2025 – Transport for NSW Quarterly Catch-Up On-line
- 20 August 2025 – Photo opportunity – CLRS Murray River Tearooms Moama
- 21 August 2025 – Telephone catch-up - Berrigan Shire Mayor, Cr Julia Cornwell- McKean
- 25 August 2025 – Informal catch-up with Campaspe Shire Council Mayor Cr Daniel Mackrel Echuca

- 26 August 2025 – Council Meeting Pre- briefing & monthly Council Meeting Moama
- 27 August 2025 - Fortnightly meeting with CEO Moama
- 27 August 2025 – Dinner meeting Murray Darling Basin Authority CEO, Chair & Staff Moama
- 28 August 2025 – Sarah Ryan Farewell Moama
- 28 August 2025 – Welcome Address – Kiwanis International Australian Convention Moama

The **Deputy Mayor, Councillor Neil Gorey** reported on his attendance at the following meetings and functions:

- 5 August 2025 – Meeting with CEO and Mayor SHRCC
- 12 August 2025 – Councillors Workshop in Wakool
- 16 August 2025 - Koraleigh recreation reserve committee
- 26 August 2025 – Council Pre-Briefing and Meeting

Councillor Bianca Hurn reported on her attendance at the following meetings and functions:

- 8 August 2025 - Councillor Workshop- Wakool
- 9 August 2025 - Moama Lions Meeting- Murray River Council
- 18 August 2025 - Southern Cross Care Public Information Session- Moama
- 26 August 2025 - Council Pre-briefing and August Ordinary Council Meeting- Moama
- 27 August 2025 - Moama Pre School Delegate meeting via teams- Moama

Councillor Gen Campbell reported on her attendance at the following meetings and functions:

- 12 August 2025 – Councillors Workshop Wakool
- 18 August 2025 – Southern Cross Care public information session
- 26 August 2025 – Council Pre-Briefing and Meeting

Councillor Kylie Berryman – Leave of absence.

ATTACHMENTS

Nil

10 NOTICE OF MOTIONS/QUESTIONS WITH NOTICE**10.1 NOTICE OF MOTION - CHANGE OF CEO TITLE TO GENERAL MANAGER**

File Number: -

I, Councillor Gen Campbell, give notice that at the next Ordinary Meeting of Council to be held on 23 September 2025, I intend to move the following motion:

MOTION

That the Murray River Council General Manager be referred to as General Manager and not Chief Executive Officer

RATIONALE

Chief Executive Officer is not the formal title used in the NSW Local Government Act 1993.

In NSW, a Council might call the General Manager a 'CEO' in communications, but legally under the Act, they remain the General Manager.

CEO is not the legislative term in NSW, but some Councils Adopt it as a corporate-style title for their General Manager.

It is more commonly used in Queensland, Victoria, Western Australia under their respective Local Government frameworks.

The Local Government Act 1993 (NSW) only recognises the title of General Manager.

I commend this Notice of Motion to Council.

OFFICER COMMENT

The current position description and current employment contract are in place for Chief Executive Officer. These would need to be altered to reflect a new title.

In addition to this, all the Murray River Council strategies, policies, procedures, delegations, contracts, leases, licences, agreements and other written documents reference the role as CEO.

Whilst these can all be changed there may be a significant transition period to make these changes as these documents are reviewed over time.

Across NSW Local Government both General Manager and CEO are used to describe the role. By way of benchmarking the following titles are used by other RAMJO Member Councils.

Chief Executive Officer	General Manager
Balranald Shire Council	Griffith City Council
Albury City Council	Leeton Shire Council
Berrigan Shire Council	Murrumbidgee Council
Edward River Council	Narrandera Shire Council
Murray River Council	Wentworth Shire Council

ATTACHMENTS

Nil

10.2 NOTICE OF MOTION - SUPPORT FOR BARHAM HIGH SCHOOL

File Number: -

I, Councillor Gary Pappin, give notice that at the next Ordinary Meeting of Council to be held on 23 September 2025, I intend to move the following motion:

MOTION

That Murray River Council support the Barham High School in:

1. Establishing a Country University Centre
2. Construction of an indoor sports centre

RATIONALE

To ensure that Council continues to support these important projects for the Barham and wider Murray River communities.

I commend this Notice of Motion to Council.

OFFICER COMMENT**Multi-Purpose Centre**

Economic Development and Tourism (EDT) staff have been actively supporting Barham High School's plans to establish a Multi-Purpose Centre. This support has included:

- Regular discussions with Brendan Yu [Principal] regarding the project and its development
- Sharing relevant funding opportunities as they arise
- Meeting on-site in April to hear more about the school's vision and discuss potential funding pathways
- Ongoing exploration of suitable grant opportunities in partnership with the school

- Council support ongoing includes:
 - Identifying and sharing grant opportunities
 - Providing letters of support
 - Assisting with identifying strategic partnerships
 - Reviewing and supporting grant applications
 - Advocating for the project with local members and NSW Ministers and government departments when possible

The estimated project cost is over \$5 million. Given the school's limited capacity to contribute funding, it is expected that full funding will take time to secure.

Country University Centre (CUC)

Council Officers were not previously aware of Barham High School's interest in establishing a Country University Centre. This has been acknowledged, and approaches to improve information-sharing going forward have been discussed.

Staff have since made contact with the Principal and are now up to speed on the CUC project. As with the Multi-Purpose Centre, Council support will include:

- Identifying and sharing grant opportunities
- Providing letters of support
- Assisting with identifying strategic partnerships
- Reviewing and supporting grant applications

Council remains committed to supporting Barham High School in delivering both projects and will continue to provide guidance and assistance as the initiatives progress.

ATTACHMENTS

1. Country Universities Centre Overview



The Country Universities Centre (CUC) is a network of 28 community owned and operated centres across over 40 locations in regional NSW, Queensland, Victoria, Tasmania and Norfolk Island. The Centres provide equitable access to higher education for regional people without the need to leave their community.

The CUC supports any student studying any course from any university or higher education provider, which encourages a diversity of degree pathways and vibrant regional learning communities.

There are currently over 3700 + CUC students across the network who are studying over 1000 unique degrees from 40+ different Australian universities and higher education providers.

Each CUC provides face-to-face academic and wellbeing student services from local staff, and facilities that have quiet study spaces, breakout rooms, high-speed internet, and a local learning community. This allows students to have the physical infrastructure and personalised face-to-face local support needed to ensure their higher education success.



Since its creation the CUC has supported over **8,700 students**.



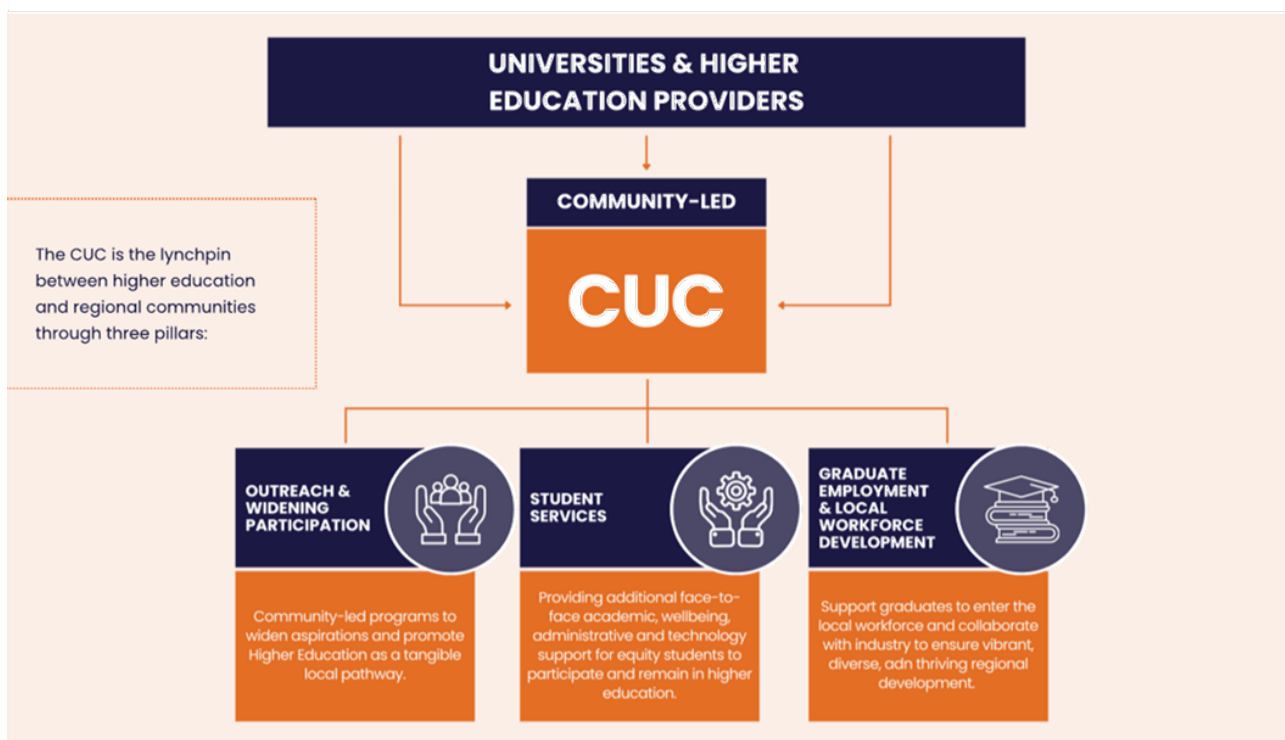
At the end of 2024, the CUC saw over **353 students graduate** across the network.

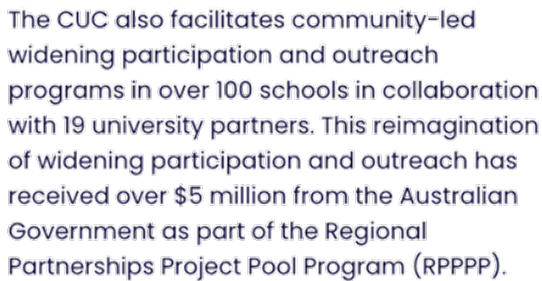


70% of students anticipate they will work for the Commonwealth, State or Local government upon graduation.



In 2023, **96% of graduates** went on to work as professionals or further study in **their local community** and have helped fill regional workforce shortages.



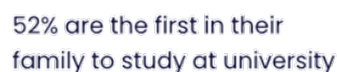
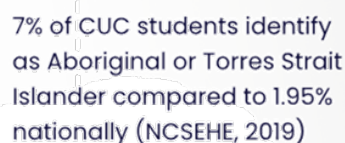
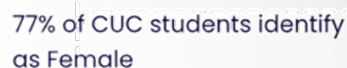
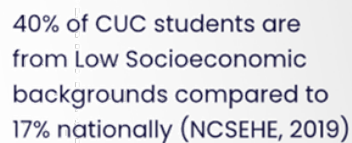


Equity

The CUC is focused on supporting equity students within regional communities and those who have traditionally been excluded from higher education to ensure vibrant, diverse, and educated regional communities into the future.

Each Centre is owned and run by a local skills-based volunteer board and chooses to affiliate with the CUC network.

ACROSS THE CUC NETWORK IN 2024





Funding arrangements

The CUC receives funding from the State Governments, Australian Government Regional University Study Hubs program, local government, and industry. The CUC also generates additional revenue through partnerships with universities to provide further support for students. This collaborative funding model, in addition to over \$5 million of in-kind support from local volunteers and community organisations, has ensured the ongoing success and sustainability of the CUC.

Evaluation

The NSW Department of Education commissioned an independent evaluation of the impact of the CUC which has delivered a positive report and recommendations. In 2021, an independent evaluation funded by the Commonwealth Government found that the CUC was a successful and cost-effective model to widening participation higher education in regional Australia.

Opportunities for the Future

The Universities Accord illuminates the importance of equity in higher education and uniting vocational and higher education training. The CUC has also developed a model in collaboration with several small communities that can support TAFE and VET students in locations where a TAFE campus is not viable – significantly increasing the study and career options for local people and leveraging the existing investments into the CUC for greater impact. The CUC can ensure that no matter where you live, or what background you come from, lifelong learning through access to both university and TAFE training opportunities are available across regional Australia.

2024 SNAPSHOT

3700+ STUDENTS



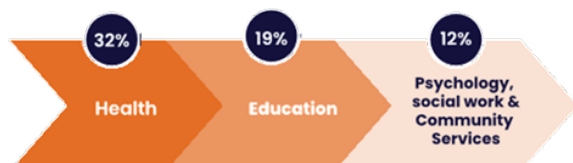
40+
UNIVERSITIES
& NUHEPS

51% study full time



49% study part time

TOP AREAS OF STUDY



7%
of students identify as Indigenous

20+ different areas of study



52%
are the first in their family to study

2% non-binary



10.3 NOTICE OF MOTION - GRAVEL PITS

File Number: -

I, Councillor Gary Pappin, give notice that at the next Ordinary Meeting of Council to be held on 23 September 2025, I intend to move the following motion:

MOTION

That Murray River Council address and investigate the matter and lack of gravel pits within the LGA

RATIONALE

Seeking to investigate the use of locally sourced gravel for Council projects and maintenance.

I commend this Notice of Motion to Council.

OFFICER COMMENTS

As per the Notice of Motion put to Council in March 2025 the following information remains relevant.

March 2025 Full Council Report is attached for Council's information.

Gravel pits are regulated by the Mining Regulator. In 2024, Council was audited by the Mining Regulator. The audit results indicated that the majority of gravel pits must be closed due to the legislated requirements that Council was unable to meet. For example, annual respirable silica monitoring is required, which is expensive and not feasible when the pit is not in operation.

A list of Council gravel pits and their status as Open or Closed is included in Attachment 1 and 2. Details are provided of the reasons for closures. The location of pits is shown in Attachment 3. Open pits are marked with a black symbol and Closed pits with a red symbol.

Most of the closed pits have not been accessed for at least 5 years, and potentially over a decade. It is challenging to comply with regulations if they remain open and are not operated regularly.

The pits located in the far west of the LGA are all calcrete pits that form in sand hills, and each one is very limited in area. The Quality of the materials is not always ideal for construction. Most of these pits were exhausted and restored over a decade ago, leaving only slight marks on the surface. In some cases, it is difficult to even locate the old pits. For example, Pit 34 shows no signs of the former pit, as confirmed by drone footage taken during Council inspections. (This and other closure inspection footage is available for viewing if required.)

Pits can be reopened if necessary, so the closures are not entirely permanent. Council's regulatory obligations are alleviated for the pits that are closed.

Council has a cash backed reserve of \$368,866 for rehabilitation of gravel pits. The current liability for the closure of all pits is \$1,229,554.

ATTACHMENTS

1. **Open Gravel Pits**
2. **Closed Gravel Pits**
3. **Gravel Pit locations**
4. **March 2025 Notice of Motion Gravel Pit report**

Attachment 1 – Open MRC Gravel Pits

Status	Asset ID	Description	Details	Address
IN USE	1	Mathoura Common Pit – Lic #40212		31 Clifton St West MATHOURA NSW 2710
IN USE	4	Moroco West Pit - Lic #40224		144 Millewa Rd Bullatale 2710
IN USE	7	Quandong Pit - Lic #40235		Southdown Road DENILQUIN 2710
IN USE	12	Collymongle Pit - Lic #40241	This pit is exhausted of good material, once the stockpile is depleted it is planned to be closed.	Werai South Road CALIMO 2710
IN USE	14	Thule Pit - Lic #40244	The owner has requested the pit to not be expanded further. Once the stockpile is depleted it is planned to be closed.	Barham Road THULE 2732
IN USE	17	Yarree Pit - Lic #40247	This pit was planned to be closed. With the loss of Cudmores Pit it may stay open depending on the surrounding roads needs.	Yarree Road TANTONAN 2731
IN USE	20	Allans Pit - Lic #40269	This pit is almost exhausted. Once the stockpile is depleted there may be enough life for one more stockpile after which it is planned to be closed.	Glenavon Road THYRA 2731
IN USE	21	Barbers Pit - Lic #40270		Sinclair Road BUNNALOO 2731
IN USE	26	Kitchens Pit - Lic #40275		Milgate Road MOAMA 2731
IN USE	27	Parkside Pit - Lic #40276		School Road WOMBOOTA 2731
IN USE	30	Farrants Pit - Lic #41387		Calimo Road CALIMO 2710
IN USE	32	Shippens Pit Binunette Rd - Lic #40148	Future use needs to be confirmed with further investigation. Site may be exhausted.	Binunette Road MOULAMEIN 2733
IN USE	36	Mc Kenzies Pit (Baringa) Gorey Rd - Lic #33855		Gorey Rd DHURAGOON 2733
IN USE	48	Monks Pit Noorong Rd - Lic #40165		Nancurrie Rd South GONN 2732

Attachment 2 – Closed MRC Gravel Pits

Closed Pits

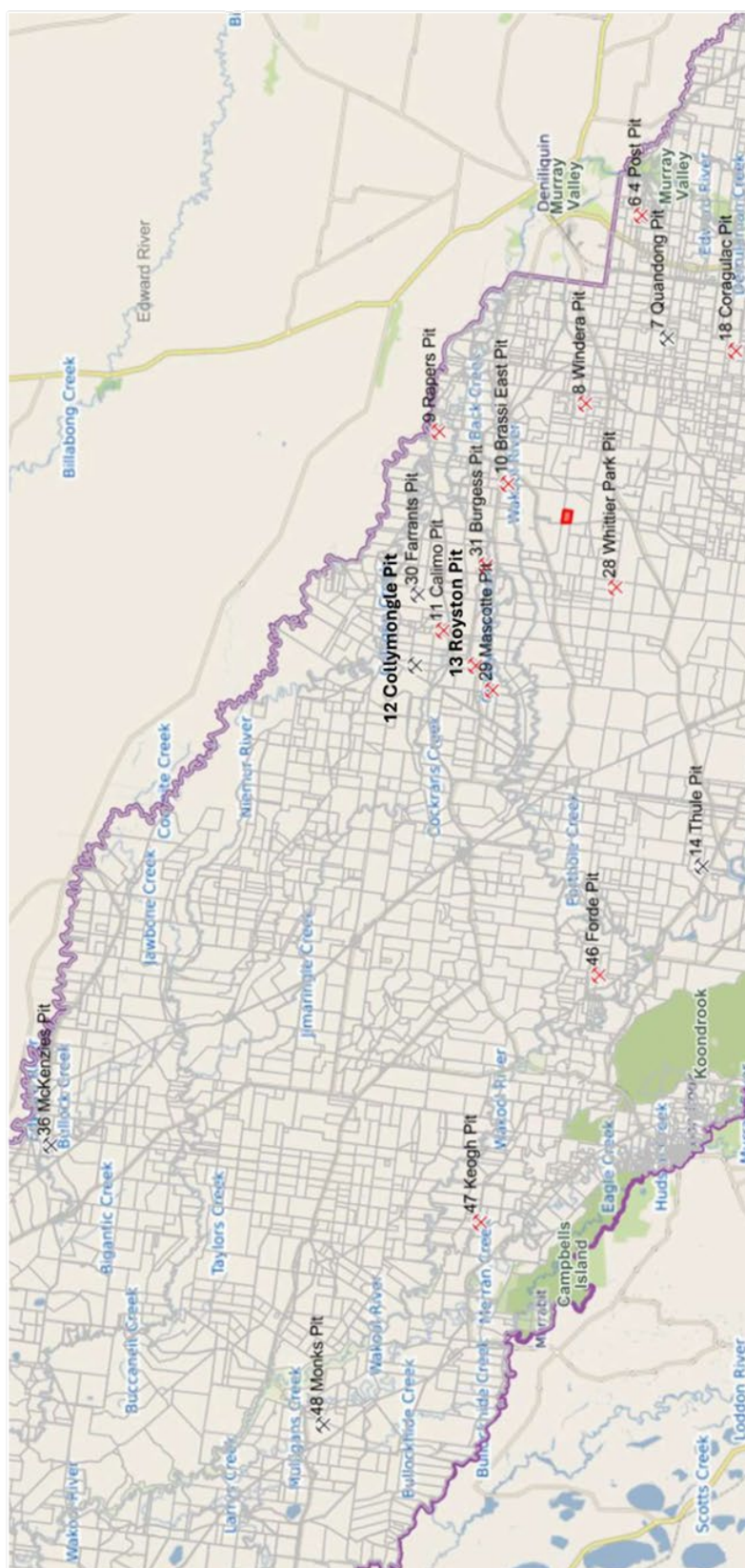
Status	Asset ID	Description	Details	Address
CLOSED	2	Edward River Pit - Lic #40218	Surrounded by forest, no room for expansion.	MILLEWA RD MATHOURA NSW 2710
CLOSED	3	Turnabulla Pit - Lic #40223	Long poor quality track to the pit. There is a better pit in the area.	LOWER RIVER RD ARATULA 2714
CLOSED	5	Cumbagunda Pit - Lic #40225	No need for continued use, better pit within the area.	1570 Aratula Rd Bullatale 2710
CLOSED	6	4 Post Pit - Lic #40227	Operated by Edward River Council for over a decade.	Greaves Road DENILIKUIN 2710
CLOSED	8	Windera Pit - Lic #40237	Owner refused council to use the pit a number of years ago. Quandong pit is within the same area.	Bayliss Road DENILIKUIN 2710
CLOSED	9	Rapers Pit - Lic #40238	Owner refused continued use when they purchased the property. Farrants pit is within the same area.	Calimo Road DENILIKUIN 2710
CLOSED	10	Brassi East Pit - Lic #40239	Owner refused continued use a long time ago. Other options within the area.	Brassi Road DENILIKUIN 2710
CLOSED	11	Calimo Pit - Lic #40240	Overtaken by nature, Farrants pit is on the same property.	Brassi Road CALIMO 2710
CLOSED	13	Royston Pit - Lic #40242	Owner refused continued use a number of years ago. Other options within the area.	Brassi Road CALIMO 2710
CLOSED	15	Barnes Pit - Lic #40245	Poor quality material, very fine sand.	Lower Thule Road THULE 2732
CLOSED	16	Cudmores Pit - Lic #40246	Owner nominated themselves as operator.	Burgess Road TANTONAN 2731
CLOSED	18	Coragulac Pit - Lic #40248	No need for continued use, better pit within the area.	Wilson Road DENILIKUIN 2710
CLOSED	19	Fairview Pit - Lic #40268	No need for continued use, better pit within the area.	Leetham Road MATHOURA NSW 2710
CLOSED	22	Stevens Pit - Lic #40271	This pit is owned by council and has no room for expansion.	Paringavale Road WOMBOOTA 2731
CLOSED	23	Thompsons Pit - Lic #40272	No need for continued use, better pit within the area.	Thyra Road MOAMA 2731

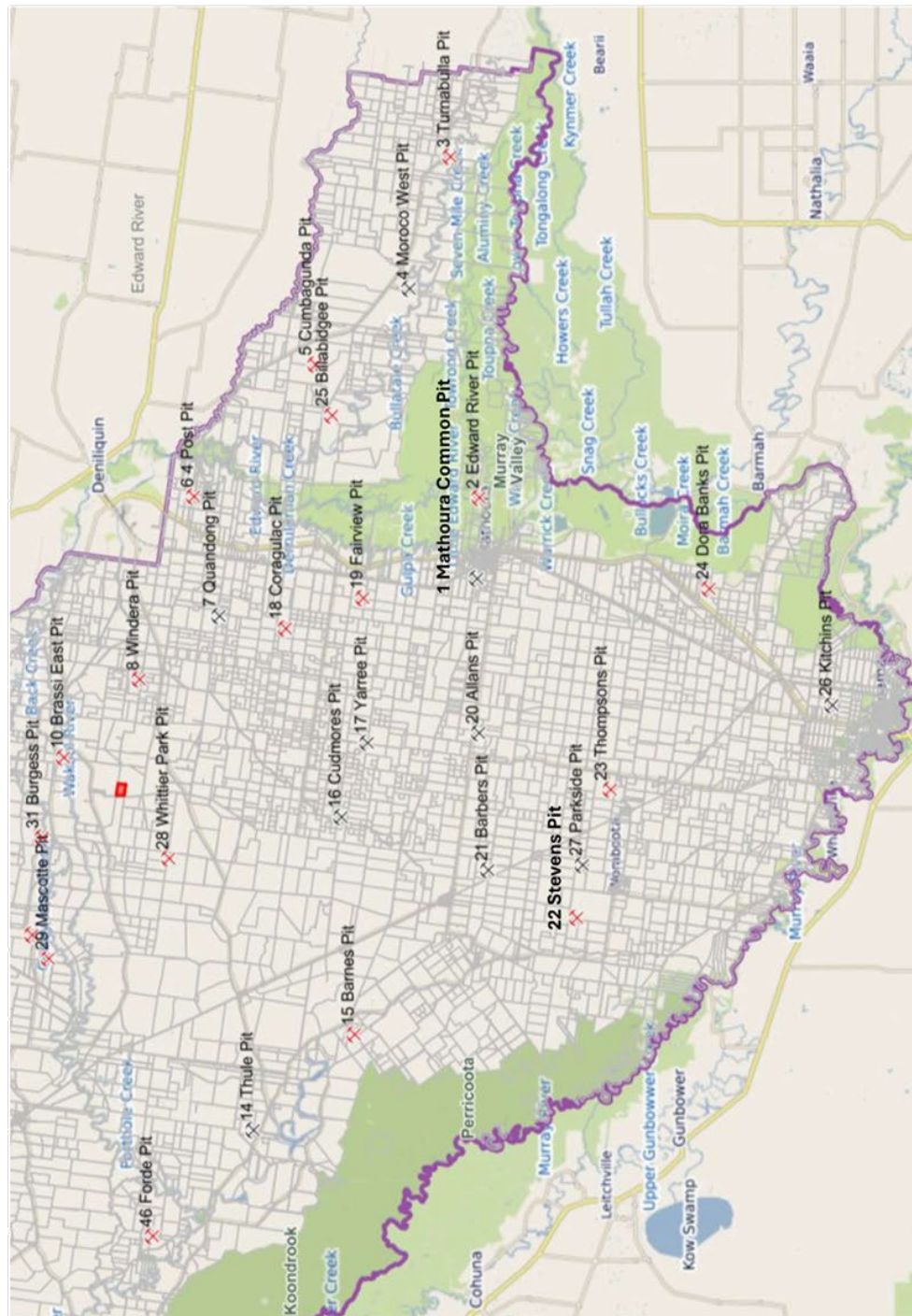
Status	Asset ID	Description	Details	Address
CLOSED	24	Dora Banks Pit - Lic #40273	Owner refused continued use a number of years ago. Other options within the area.	Eleven Mile Road MOAMA 2731
CLOSED	25	Billabidgee Pit - Lic #40274	Owner refused continued use a number of years ago. Other options within the area	Cornalla West Road BULLATALE 2710
CLOSED	28	Whittier Park Pit - Lic #TBD	Owner refused continued use a number of years ago. Owner appears to be operating the pit themselves.	Barham Road DENILIQUEIN 2710
CLOSED	29	Mascotte Pit - Lic #41338	Limited material, hard to blend within narrow vein. Other options in the area.	Brassi Road CALIMO 2710
CLOSED	31	Burgess Pit - Lic #TBD	No need for continued use, better pit within the area.	Brassi Road CALIMO 2710
CLOSED	33	McKindlay Binunette Rd Pit - Lic #40150	This pit never existed. It was a double up with #22 Stevens Pit.	Binunette Road MOULAMEIN 2733
CLOSED	34	Douglas Kerri Kerri Rd Pit - Lic #40151	No information or record of pit. Likely exhausted.	Kerri Kerri Road MOULAMEIN 2733
CLOSED	35	McKindlay Robs Rd Pit - Lic #40152	No information or record of pit. Likely exhausted.	Robb Road MOULAMEIN 2733
CLOSED	37	Douglas Perekerten Rd 1 Pit - Lic #40153	No information or record of pit. Likely exhausted.	PEREKERTON RD MOOLPA 2734
CLOSED	38	Douglas Perekerten Rd 2 Pit - Lic #40154	No information or record of pit. Likely exhausted.	PEREKERTON RD MOOLPA 2734
CLOSED	39	Douglas Kyalite Rd Pit - Lic #40155	No information or record of pit. Likely exhausted.	Kyalite Road MOOLPA 2734
CLOSED	40	Lockhart Good Night Rd 1 Pit - Lic #40156	No information or record of pit. Likely exhausted.	Goodnight Road GOODNIGHT NSW 2736
CLOSED	41	Lockhart Good Night Rd 2 Pit - Lic #40157	No information or record of pit. Likely exhausted.	Goodnight Road GOODNIGHT NSW 2736
CLOSED	42	Hoare Angle Rd Pit - Lic #40158	No information or record of pit. Likely exhausted.	ANGLE RD KORALEIGH 2735
CLOSED	43	Hoare Shirrifs Rd Pit - Lic #40159	No information or record of pit. Likely exhausted.	Sherrifs Road KORALEIGH 2735
CLOSED	44	Hoare Lake Pooma Rd Pit - Lic #40160	No information or record of pit. Likely exhausted.	LAKE POOMAH RD KORALEIGH NSW 2735

Status	Asset ID	Description	Details	Address
CLOSED	45	Hoare Speewa Rd Pit - Lic #40161	Pit exhausted and restored in recent years.	Speewa Road SPEEWA 2735
CLOSED	46	Forde Pit Greenhills Ln - Lic #40162	Overtaken by nature. Pit has not been used for a number of years.	Greenhill Lane BARHAM 2732
CLOSED	47	Keogh Pit Sandy Bridge Rd - Lic #40164	Overtaken by nature, also surrounded by forest and is flood prone.	Sandy Bridge Road BARHAM 2732
CLOSED	49	Douglas Main Rd Pit - Lic #40166	No information or record of pit. Likely exhausted.	BALRANALD RD KYALITE 2715
CLOSED	50	Brutons Pit - Lic #34224	No information or record of pit. Likely exhausted.	BALRANALD RD KYALITE 2715
CLOSED	51	Dalton Pit - Lic #TBD	No information or record of pit. Likely exhausted.	BALRANALD RD KYALITE 2715
CLOSED	52	Lockhart Main Rd 1 Pit - Lic #40170	No information or record of pit. Likely exhausted.	BALRANALD RD KYALITE 2715
CLOSED	53	Road Reserve Pit MR296 - Lic #40171	Land now western local land services, no longer road reserve	BALRANALD RD YANGA 2711
CLOSED	54	Olde Nap Rd Pit - Lic #40172	No information or record of pit. Likely exhausted.	WAUGORAH RD WAUGORAH 2711
CLOSED	55	Olde Wagorah Rd 1 Pit - Lic #40173	No information or record of pit. Likely exhausted.	WAUGORAH RD WAUGORAH 2711
CLOSED	56	Olde Wagorah Rd 1 Pit - Lic #40174	No information or record of pit. Likely exhausted.	WAUGORAH RD WAUGORAH 2711
CLOSED		Williams Pit Arundel Rd - Lic #TBD	Pit exhausted and restored in recent years.	Arundel road

Attachment 3 – Location of MRC Gravel Pits







MURRAY RIVER COUNCIL Ordinary Council Meeting Agenda

25 March 2025

10.1 NOTICE OF MOTION - STATUS OF COUNCIL'S GRAVEL PITS

File Number: -

Author: Dennis Gleeson, Councillor

Authoriser: Sarah Ryan, Acting Chief Executive Officer

RECOMMENDATION

That Council receive and note the Officers Response to the following question:

1. What is the current status of Council's gravel pits, including details on any pits that have been closed or are in the process of closing, along with the reasons for their closure?

OFFICERS COMMENT – DIRECTOR INFRASTRUCTURE

In 2024, Council was audited by the Mining Regulator. The audit results indicated that the majority of gravel pits must be closed due to the legislated requirements that Council was unable to meet. For example, annual respirable silica monitoring is required, which is expensive and not feasible when the pit is not in operation.

A list of Council gravel pits and their status as Open or Closed is included in Attachment 1 and 2. Details are provided of the reasons for closures. The location of pits is shown in Attachment 3. Open pits are marked with a black symbol and Closed pits with a red symbol.

Most of the closed pits have not been accessed for at least 5 years, and potentially over a decade. It is challenging to comply with regulations if they remain open and are not operated regularly.

The pits located in the far west of the LGA are all calcrete pits that form in sand hills, and each one is very limited in area. Most of these pits were exhausted and restored over a decade ago, leaving only slight marks on the surface. In some cases, it is difficult to even locate the old pits. For example, Pit 34 shows no signs of the former pit, as confirmed by drone footage taken during Council inspections. (This and other closure inspection footage is available for viewing if required.)

Pits can be reopened if necessary, so the closures are not entirely permanent. Council's regulatory obligations are alleviated for the pits that are closed.

Council has a cash backed reserve of \$368,866 for rehabilitation of gravel pits. The current liability for the closure of all pits is \$1,229,554.

ATTACHMENTS

1. Attachment 1 - Open Gravel Pits
2. Attachment 2 - Closed Gravel Pits
3. Attachment 3 - Gravel Pit Locations

10.4 NOTICE OF MOTION - NOORONG ROAD FLOOD CULVERT

File Number: -

I, Councillor Gary Pappin, give notice that at the next Ordinary Meeting of Council to be held on 23 September 2025, I intend to move the following motion:

MOTION

That Council provide full costing and optioneering for a Noorong Road Flood Culvert

RATIONALE

I wish to have costing and options for Noorong Road Flood culvert following an enquiry by the Merran Creek Water Trust.

I commend this Notice of Motion to Council.

OFFICER COMMENT

Officers are aware of this issue raised by the Merran Creek Water Trust.

- The Merran Creek Water Trust have concerns with culvert capacity on Noorong Road in a flood event. In the 2022 flood event the road was cut to allow more water to pass through.
- Flood modelling is needed to assess the issue and also to assess the impact of proposed solutions.
- The area is outside of the Barham Flood Study that is currently underway.
- DCCEEW have a floodplain model (Murray Valley Urban Floodplain Model) that could be used for the assessment and will make this available to Council.
- Next steps are to meet with the Trust to scope the modelling and then seek a quotation from a consultant who is familiar with the floodplain model.
- Director is meeting with the Trust on 30 September at the Barham Office.
- Once we understand costs, funding options will need to be discussed

ATTACHMENTS

Nil

10.5 NOTICE OF MOTION - COUNCIL'S USE OF CONSULTANTS

File Number: -

I, Councillor Gen Campbell, give notice that at the next Ordinary Meeting of Council to be held on 23 September 2025, I intend to move the following motion:

MOTION

That the CEO brings to a Councillor workshop analysis of Councils use and spend on external consultants.

RATIONALE

Council employs senior staff based on their professional expertise and leadership capacity to manage their assigned departments. Given the reliance on their skills and knowledge, it is appropriate that any decision to outsource work to consultants is subjected to oversight by Council. The report from the CEO will seek to ensure:

- Accountability and transparency of the use of ratepayer funds
- That the employment of consultants is justified and in the best interest of the Council
- That directors and staff fully exercise the expertise of which they were appointed and
- That Council understands the extent of expenditure on external services

I commend this Notice of Motion to Council.

OFFICER COMMENT

In line with the Local Government Act 1993 Council sets the strategic direction for Council. Council sets the budget in line with the Community Strategic Plan and Delivery Plan. Council then sets the parameters of the procurement policy and delegations. It is the role of the CEO to deliver in line with the plan and within the set parameters.

The use of consultants is sometimes necessary to bring in specialist expertise, expediate timelines, ensure external impartiality, deliver specialist training, or bring together a team of experts to assist Council to develop complex plans in line legislation or regulations.

Many operational and capital projects will include cost of consultancy as part of the overall project budget.

Procurement of consultant services in undertaken in line with the Procurement Policy and any consultancy outside of CEO delegation would require a Council resolution.

ATTACHMENTS

Nil

11 CONFIDENTIAL MATTERS**RECOMMENDATION**

That Council moves out of Open Council into Closed Council at [Enter time](#).

RECOMMENDATION

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

11.1 Recommendation to purchase replacement Motor Graders

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

11.2 Adoption of the Chief Executive Officer's Key Performance Indicators

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.

RECOMMENDATION

That Council moves out of Closed Council into Open Council at [Enter time](#).

12 CONCLUSION OF MEETING