



**murray river
council**

AGENDA

Ordinary Council Meeting

Tuesday, 22 October 2024

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

Date: Tuesday, 22 October 2024

Time: 1:00 PM

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

**Terry Dodds
Chief Executive Officer**

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1 OPENING MEETING**2 ACKNOWLEDGEMENT OF COUNTRY**

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

3 APOLOGIES & APPLICATIONS FOR A LEAVE OF ABSENCE

Questions without notice arising from minutes of previous meeting:

4 CONFIRMATION OF MINUTES

4.1 CONFIRMATION OF MINUTES - ORDINARY MEETING HELD ON 27 AUGUST 2024 & EXTRA ORDINARY MEETING HELD ON 8 OCTOBER 2024

File Number: -

Author: Lindy Leyonhjelm, Executive Assistant

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That the minutes of the Ordinary Meeting of Murray River Council held on 27 August 2024 & Extra Ordinary Meeting held on 8 October 2024 be confirmed as a true and correct record.

DISCUSSION

Murray River Council held its Ordinary Meeting of the Council on Tuesday 27 August 2024, commencing at 1:00pm at the Council Chambers (Lower Level), Moama Administration Office, 52 Perricoota Road, Moama.

Murray River Council held its Extra Ordinary Meeting of the Council on Tuesday 8 October 2024, commencing at 1:00pm at the Council Chambers (Lower Level), Moama Administration Office, 52 Perricoota Road, Moama.

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

ATTACHMENTS

1. **DRAFT_Minutes of Ordinary Council Meeting - Tuesday 27 August 2024** [↓](#) 
2. **UNCONFIRMED_MINUTES_EXTRA_ORDINARY MEETING of Council 8 October 2024** [↓](#) 

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes

27 August 2024

**MINUTES OF MURRAY RIVER COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, MOAMA ADMINISTRATION OFFICE, 52 PERRICOOTA
ROAD, MOAMA
ON TUESDAY, 27 AUGUST 2024 AT 1:00 PM**

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

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

1 OPENING MEETING

The Mayor held a short appropriate prayer.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor opened the meeting with an Acknowledgement of Country.

3 APOLOGIES & APPLICATIONS FOR A LEAVE OF ABSENCE

3 LEAVE OF ABSENCE/APOLOGIES

RESOLUTION 010824

Moved: Cr Nikki Cohen

Seconded: Cr Dennis Gleeson

That the apology tendered on behalf of Cr Thomas Weyrich be received and accepted; and that leave of absence from the meeting be granted.

CARRIED

4 CONFIRMATION OF MINUTES

4.1 CONFIRMATION OF MINUTES - ORDINARY MEETING HELD ON 23 JULY 2024

RESOLUTION 020824

Moved: Cr Neil Gorey

Seconded: Cr Dennis Gleeson

That the minutes of the Ordinary Meeting of Murray River Council held on 23 July 2024 be confirmed as a true and correct record.

CARRIED

Questions without notice arising from minutes of previous meeting/s

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes27 August 2024

5 DISCLOSURES OF INTERESTS

There were no conflict of interests declarations received from Councillors or staff on any matter within the 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 COUNCIL OPERATIONS SHUTDOWN - CHRISTMAS 2024 / NEW YEAR 2025 PERIOD****RESOLUTION 030824**

Moved: Cr Nikki Cohen

Seconded: Cr Ann Crowe

That the Council notes the action of the Chief Executive Officer in making appropriate arrangements for Council's operational shutdown over the Christmas 2024/New Year 2025 period, to the public, from close of business on Thursday 19 December 2024 to business open on Thursday 2 January 2025 inclusive. Staff will be attending a Council wide Christmas function on Friday 20 December and shutdown will commence as of close of business that day.

CARRIED**9.1.2 AR BLUETT AWARD SUBMISSION****RESOLUTION 040824**

Moved: Cr Ann Crowe

Seconded: Cr Nikki Cohen

That Council receives and notes the report regarding Murray River Council's submission to be assessed for the AR Bluett Memorial Award.

CARRIED**9.1.3 RESOLUTIONS OF THE COUNCIL - RESOLUTION TRACKER & INFOCOUNCIL ACTION REPORTS****RESOLUTION 050824**

Moved: Cr Geoff Wise

Seconded: Cr Neil Gorey

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes**27 August 2024**

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

CARRIED**9.1.4 MONTHLY OPERATIONAL REPORT****RESOLUTION 060824**

Moved: Cr Geoff Wise
Seconded: Cr Nikki Cohen

That the Monthly Operational Report as of July 2024 be received and the information noted by the Council.

CARRIED**9.2 DIRECTOR CORPORATE SERVICES REPORT AND SUPPLEMENTARY MATTERS****9.2.1 COMMUNITY FINANCIAL ASSISTANCE POLICY - FINAL ADOPTION****RESOLUTION 070824**

Moved: Cr Neil Gorey
Seconded: Cr Ann Crowe

That the Community Financial Assistance Policy V#3 be adopted by Council and placed in the Policy Register.

CARRIED**9.2.2 FINANCIAL REPORT - UNAUDITED FY 24/25 PERIOD ENDING 31 JULY 2024****RESOLUTION 080824**

Moved: Cr Kron Nicholas
Seconded: Cr Geoff Wise

That Murray River Council (Council) resolve to receive the Monthly Financial Report for the period to July 2024 (FY 2024/25) and note its contents.

CARRIED**9.3 DIRECTOR INFRASTRUCTURE REPORT AND SUPPLEMENTARY MATTERS****9.3.1 MID MURRAY LOCAL EMERGENCY MANAGEMENT COMMITTEE (INCORPORATING EDWARD RIVER COUNCIL & MURRAY RIVER COUNCIL)****RESOLUTION 090824**

Moved: Cr Neil Gorey
Seconded: Cr Ann Crowe

MURRAY RIVER COUNCIL Ordinary Council Meeting Minutes**27 August 2024**

That the DRAFT minutes of the Mid Murray Local Emergency Management Committee (incorporating Edward River Council & Murray River Council) together with the Mid Murray Local Rescue Committee held on 20 June 2024 be received and the information noted by the Council.

CARRIED**9.3.2 TRANSPORT FOR NSW SWAN HILL BRIDGE REPLACEMENT PROJECT - COMMUNITY UPDATE****RESOLUTION 100824**

Moved: Cr Neil Gorey
Seconded: Cr Ann Crowe

That the Officer's report on Transport for NSW Swan Hill Bridge replacement project - Community Update as at July 2024 be received and the information noted by the Council.

CARRIED**9.3.3 DRAFT QUALITY POLICY POL-315 V#1****RESOLUTION 110824**

Moved: Cr Geoff Wise
Seconded: Cr Neil Gorey

That Council endorses the DRAFT Quality Policy V#1 to be issued for public exhibition.

CARRIED**9.4 DIRECTOR PLANNING AND ENVIRONMENT REPORT AND SUPPLEMENTARY MATTERS**

Nil

9.5 DIRECTOR COMMUNITY AND ECONOMIC DEVELOPMENT REPORT AND SUPPLEMENTARY MATTERS**9.5.1 SECTION 355 COMMITTEE MEETING MINUTES AS AT JULY 2024****RESOLUTION 120824**

Moved: Cr Ann Crowe
Seconded: Cr Nikki Cohen

That Council receive and note the July Section 355 Committee report.

CARRIED**9.5.2 AGM MINUTES - MALLAN HALL & RECREATION RESERVE S355 COMMITTEE****RESOLUTION 130824**

Moved: Cr Neil Gorey

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27 August 2024

Seconded: Cr Ann Crowe

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 2024 AGM.

CARRIED

9.5.3 S355 WAKOOL RECREATION RESERVE MANAGEMENT COMMITTEE - REQUEST TO DISSOLVE COMMITTEE

RESOLUTION 140824

Moved: Cr Dennis Gleeson

Seconded: Cr Geoff Wise

That Council

1. Revoke existing members of the Wakool Recreation Reserve Committee of Management.
2. Dissolve the Wakool Recreation Reserve Committee of Management pursuant to Section 355 of the Local Government Act 1993.
3. Hold the balance of funds in a reserve to be used at the Recreation Reserve as requested by outgoing committee.

CARRIED

9.5.4 ADOPTION OF FINAL DRAFT MURRAY RIVER COUNCIL NBN DIGITAL PLAN

RESOLUTION 150824

Moved: Cr Neil Gorey

Seconded: Cr Ann Crowe

That Council adopt the Final Draft Murray River Council **nbn** Digital Plan noting that limited feedback received during public consultation has been incorporated into the strategy where relevant.

CARRIED

9.5.5 DISSOLVE SECTION 355 COMMITTEES - TOOLEYBUC RECREATION RESERVE MANAGEMENT COMMITTEE & MATHOURA RECREATION RESERVE MANAGEMENT COMMITTEE.

RESOLUTION 160824

Moved: Cr Nikki Cohen

Seconded: Cr Ann Crowe

That Council

1. Dissolve the Tooleybuc & Mathoura Recreation Reserve Committees of Management pursuant to Section 355 of the Local Government Act 1993.

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2. Hold any balance of funds in a reserve to be used at the Recreation Reserves.

CARRIED**9.5.6 MURRAY RIVER COUNCIL VOLUNTEER POLICY POL700, VOLUNTEER RISK MANAGEMENT PROCEDURE PRO032, VOLUNTEER INFORMATION MANUAL****RESOLUTION 170824**

Moved: Cr Ann Crowe

Seconded: Cr Geoff Wise

That Council receives and notes the Volunteer Policy POL700, Volunteer Risk Management Procedure PRO032, and the Volunteer Information Manual.

CARRIED**9.5.7 DRAFT PUBLIC ART POLICY****RESOLUTION 180824**

Moved: Cr Geoff Wise

Seconded: Cr Dennis Gleeson

That Council adopts the DRAFT Public Art Policy and it be placed on public display.

CARRIED**9.5.8 RIVER COUNTRY ART TRAIL - ARTIST ENGAGEMENT****RESOLUTION 190824**

Moved: Cr Nikki Cohen

Seconded: Cr Ann Crowe

That Council endorse consultants FORM to engage the following artists to deliver artworks in the respective communities, as part of the River Country Art Trail project:

1. Mathoura - DULK
2. Moulamein - Heesco
3. Moama - Twoone

CARRIED**9.6 CORRESPONDENCE REPORT****9.6.1 CORRESPONDENCE REPORT****RESOLUTION 200824**

Moved: Cr Nikki Cohen

Seconded: Cr Neil Gorey

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

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27 August 2024

CARRIED**9.7 SUNDRY DELEGATES REPORT****9.7.1 SUNDRY DELEGATES REPORT****RESOLUTION 210824**

Moved: Cr Nikki Cohen

Seconded: Cr Kron Nicholas

That the Sundry Delegates Report of the Mayor and Councillors for the period 1 July 2024 through to 31 July 2024 be received and the information noted by the Council; and reasonable out of pocket expenses be met by Council.

CARRIED

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

- 2-5 July: National General Assembly - Canberra
- 9 July: Monthly Councillor Workshop
- 17 July: Koraleigh Rec Reserve committee meeting
- 23 July: Meeting with other Councillors regarding Meninya St Upgrade
- 23 July: Council pre-briefing and Council meeting - Moama

SUSPENSION OF STANDING ORDERS**RESOLUTION 220824**

Moved: Cr Geoff Wise

Seconded: Cr Kron Nicholas

That the Council suspend standing orders so that the Mayor, on behalf of councillors and staff, may make a small presentation to retiring councillors Ann Crowe and Nikki Cohen.

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

Nil

11 CONFIDENTIAL MATTERS**RESOLUTION 230824**

Moved: Cr Geoff Wise

Seconded: Cr Nikki Cohen

That Council moves out of Open Council into Closed Council at 1:39pm.

CARRIED

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27 August 2024

RECOMMENDATION

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

11.1 Sale of Land to Recover Unpaid Rates & Charges

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

11.2 Sale of Lots 1, 2 & 3 - DP 251804

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).

RESOLUTION 240824

Moved: Cr Nikki Cohen

Seconded: Cr Ann Crowe

That Council moves out of Closed Council into Open Council at 1:42pm.

CARRIED**RESOLUTION 270824**

Moved: Cr Nikki Cohen

Seconded: Cr Dennis Gleeson

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

CARRIED**11.1 SALE OF LAND TO RECOVER UNPAID RATES & CHARGES****RESOLUTION 250824**

Moved: Cr Geoff Wise

Seconded: Cr Ann Crowe

That Murray River Council (Council) resolve to:

1. receive the report and note its contents in relation to the sale of land for unpaid rates & charges, in keeping with its previous resolution, and the authority provided to the Chief Executive Officer (CEO), in relation to this matter, and
2. ratify the write-off of \$52,520.43 in outstanding rates & charges in keeping with s717(1), s719(b) and s723(1) of the Local Government Act, 1993

CARRIED

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11.2 SALE OF LOTS 1, 2 & 3 - DP 251804

RESOLUTION 260824

Moved: Cr Neil Gorey

Seconded: Cr Geoff Wise

- 1) That Murray River Council (Council) resolve to note that:
 - a) Council resolved to sell Lots 1, 2 & 3 of Deposited Plan 251804 (the Land) through auction for the recovery of unpaid rates and charges through item 11.1 of the Ordinary Meeting agenda of 26 March 2024, and
 - b) the Land did not sell at the said auction.
- 2) That Council further resolve to:
 - a) in keeping with s716(2) of the Local Government Act 1993 (NSW), sell the said Land through a private treaty, for a price of \$9,100, and
 - b) authorise the General Manager (Chief Executive Officer) to undertake the necessary actions give effect to the sale of the Land, including, entering into & executing any contractual documents, and affixing the Council seal to any deeds of sale, and
 - c) write off \$78.16 being the amount outstanding against the Land in excess of the proposed sale price for the Land.

CARRIED

12 CONCLUSION OF MEETING

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 1:48pm.

The next Ordinary Meeting of Murray River Council will be held on Tuesday 8 October 2024, 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 27 AUGUST 2024, IN ACCORDANCE WITH A RESOLUTION OF THE COUNCIL ON 22 OCTOBER 2024.

.....
MAYOR.....
CEO

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**MINUTES OF MURRAY RIVER COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, MOAMA ADMINISTRATION OFFICE, 52 PERRICOOTA
ROAD, MOAMA
ON TUESDAY, 8 OCTOBER 2024 AT 1:00 PM**

PRESENT: Cr Joy Allan, Cr Kylie Berryman, Cr Gen Campbell, Cr Dennis Gleeson, Cr Neil Gorey, Cr John Harvie, Cr Bianca Hurn, Cr Gary Pappin, Cr Geoff Wise

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

1 OPENING MEETING

The Mayor held a short appropriate prayer.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor opened the meeting with an Acknowledgement of Country.

3 APOLOGIES & APPLICATIONS FOR A LEAVE OF ABSENCE

Nil

4 DISCLOSURES OF INTERESTS

Cr John Harvie declared an ongoing disclosure of interest, stating that his partner was employed by Murray River Council.

5 ELECTIONS FOR NEW COUNCIL**5.1 TAKING OF THE OATH BY COUNCILLORS****MURRAY RIVER COUNCIL'S CHIEF EXECUTIVE OFFICER, MR TERRY DODDS, IS TASKED WITH THE SWEARING IN OF THE COUNCILLORS.**

Each Councillor under took the oath and swore to undertake the role of Councillor under the Local Government Act 1993 or any other relevant Act for Murray River Council.

5.2 ELECTION METHOD FOR THE ROLES OF MAYOR AND DEPUTY MAYOR**RESOLUTION 011024**

Moved: Cr Gen Campbell
Seconded: Cr Kylie Berryman

That Council resolve, in the event that an election is required, the method of electing the Mayor and Deputy Mayor is by:

MURRAY RIVER COUNCIL Extraordinary Council Meeting Minutes**8 October 2024**

- a. Preferential Ballot **OR**
- b. Ordinary Ballot **OR**
- c. Open Voting

Motion item C (Open Voting) was moved by Cr Campbell and seconded by Cr Berryman

In Favour: Crs Kylie Berryman, Gen Campbell, Bianca Hurn, Gary Pappin and Geoff Wise

Against: Crs Joy Allan, Dennis Gleeson, Neil Gorey and John Harvie

CARRIED 5/4**CARRIED**

Foreshadowed motion:

Item B was moved by Cr Gorey which was not required as the motion for using the method of Open Voting (Item C) was resolved.

5.3 TERM OF THE ROLE OF DEPUTY MAYOR**RESOLUTION 021024**

Moved: Cr John Harvie

Seconded: Cr Geoff Wise

That Council elects the Deputy Mayor for a term of:

- 1. A two (2) year period **OR**
- 2. A one (1) year period.

Motion for Item 1. Was moved by Cr Harvie and seconded by Cr Wise

In Favour: Crs Joy Allan, Kylie Berryman, Dennis Gleeson, Neil Gorey, John Harvie, Gary Pappin and Geoff Wise

Against: Crs Gen Campbell and Bianca Hurn

CARRIED 7/2**CARRIED**

Cr Campbell foreshadowed a motion that the Deputy Mayor election was for Item 2 – a one year period. The foreshadowed motion was not required as the motion for Item 1. A two (2) year period was resolved.

5.4 FILLING OF A CASUAL VACANCY OF COUNCIL**RESOLUTION 031024**

Moved: Cr Neil Gorey

Seconded: Cr Gary Pappin

In the event of a casual vacancy/vacancies occurring in the office of a Councillor, within 18 months after the last ordinary election of Councillors, Council resolves to fill the vacancy/vacancies:

- 1. By using the countback method **OR**
- 2. Through a by-election.

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Motion for Item 2 was moved by Cr Gorey & seconded by Cr Pappin.

In Favour: Crs Joy Allan, Kylie Berryman, Gen Campbell, Dennis Gleeson, Neil Gorey, John Harvie, Bianca Hurn, Gary Pappin and Geoff Wise

Against: Nil

CARRIED 9/0**CARRIED****5.5 ELECTIONS****RECOMMENDATION**

Returning officer Ms Samantha Rodriquez is the returning officer and over saw the election for Mayor & Deputy Mayor.

Nominated for position of Mayor:

Cr Campbell – Cr Campbell, Cr Hurn & Cr Berryman

Cr Harvie – Cr Gorey, Cr Pappin, Cr Harvie, Cr Wise, Cr Gleeson & Cr Allan

Cr Pappin – voting was exhausted in previous two elections

It is now declared by Ms Rodriquez that Cr John Harvie has been elected as the Mayor for the term of 2 years.

Nomination for position of Deputy Mayor:

Cr Campbell – Cr Hurn, Cr Berryman, Cr Campbell & Cr Allan

Cr Gorey – Cr Gorey, Cr Harvie, Cr Wise & Cr Gleeson, Cr Pappin

Cr Pappin – voting was exhausted in previous two elections

It is now declared by Ms Rodriquez that Cr Gorey has been elected as the Deputy Mayor for the term of 2 years.

SUSPENSION OF STANDING ORDERS**RESOLUTION 041024**

Moved: Cr Gary Pappin

Seconded: Cr Geoff Wise

That the Council suspend standing orders for administration requirements at the time of 1:22pm.

CARRIED**RESUMPTION OF STANDING ORDERS**

MURRAY RIVER COUNCIL Extraordinary Council Meeting Minutes**8 October 2024****RESOLUTION 051024**

Moved: Cr Geoff Wise

Seconded: Cr Dennis Gleeson

That the Council resume standing orders.

CARRIED**SUSPENSION OF STANDING ORDERS****RESOLUTION 061024**

Moved: Cr Kylie Berryman

Seconded: Cr Gary Pappin

That the Council suspend standing orders for debate on this matter.

CARRIED**RESUMPTION OF STANDING ORDERS****RESOLUTION 071024**

Moved: Cr Neil Gorey

Seconded: Cr Gen Campbell

That the Council resume standing orders.

CARRIED**5.6 SETTING THE DATES, TIMES AND PLACES FOR THE ORDINARY COUNCIL MEETINGS INCLUDING NOVEMBER 2024 THROUGH TO SEPTEMBER 2025****RESOLUTION 081024**

Moved: Cr Dennis Gleeson

Seconded: Cr Neil Gorey

1. That the Ordinary Meetings of the Murray River Council be set for the months of November 2024 through to and including September 2025.
2. That Council make allowances for a minimum of two (2) Ordinary Meetings of Council to be held at other sites within Murray River Council LGA.

CARRIED

Cr Gorey has recommended that the meetings occur during the day.

Cr Campbell supports Cr Gorey's but held in reasonable period during the day to avoid accommodation and possibly declare a second meeting within the same month to reduce the amount of time required for Council meetings.

MURRAY RIVER COUNCIL Extraordinary Council Meeting Minutes

8 October 2024

5.6 SETTING THE DATES, TIMES AND PLACES FOR THE ORDINARY COUNCIL MEETINGS INCLUDING NOVEMBER 2024 THROUGH TO SEPTEMBER 2025**RESOLUTION 091024**

Moved: Cr Gen Campbell

Seconded: Cr Geoff Wise

That Council meetings are held at 1pm on the Fourth (4th) Tuesday of each month commencing at 1pm. The Pre-briefing meetings will commence as needed 9:30am or 10am.

Sites to hold other Council meetings, Moulamein, Tooleybuc, Wakool & Mathoura (subject to availability of network to ensure live streaming of meeting is available).

CARRIED

Mr Fernando is to confirm the availability of communication network capabilities in all areas (Moulamein, Tooleybuc, Wakool & Mathoura) and come back to Council with the possibilities of adhering to the requirement of live streaming all Council meetings.

Mr Fernando is to explore/confirm the availability of audio access to business papers and to be made available for Councillors.

Meet the Councillors BBQ option to be explored for future 'Meet the Councillors' with community members in other townships. Report to come back to Council for discussion at a later meeting.

5.7 REMUNERATION OF COUNCILLORS**RESOLUTION 101024**

Moved: Cr Geoff Wise

Seconded: Cr Neil Gorey

That Murray River Council resolve, in keeping with s250 (Ch9, Part 2 div 5) of the Local Government Act (Act), to pay Councillors' remuneration and superannuation to and on behalf of Councillors monthly in arrears for each month.

CARRIED

Council officer Sandra Gordon is to come back to Council on the level of remuneration for Councillors.

Confirmed during open meeting - \$18,340 paid over 12 separate payments. An additional fee of \$39,350 is payable to the Mayor.

5.8 APPOINTMENT OF A COUNCILLOR MEMBER OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE**RESOLUTION 111024**

Moved: Cr Neil Gorey

Seconded: Cr Dennis Gleeson

That Council appoint a Councillor Member to the Audit, Risk and Improvement Committee (ARIC).

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CARRIED
Cr Gorey nominated Cr Wise as a delegate for the ARIC. Seconded by Cr Gleeson. Cr Wise has been elected as Council delegate for a period of four (4) years for the ARIC Cr Wise nominated Cr Allan as alternate delegate for the ARIC. Seconded by Cr Gorey. Cr Allan has been elected as the alternate delegate for the ARIC committee.

5.9 APPOINTMENT OF COUNCIL DELEGATES TO: COMMITTEES OR SUB-COMMITTEES OF COUNCIL; SECTION 355 COMMITTEES OF COUNCIL; GOVERNMENT OR INDUSTRY ORGANISATIONS; AND COMMUNITY COMMITTEES OR GROUPS

RESOLUTION 121024

Moved: Cr Gary Pappin
Seconded: Cr Geoff Wise

That the Council appoints Councillor delegates, alternate delegates and representatives to the various committees or sub-committees of Council, Section 355 Committees of Council, government or industry organisations and community committees or groups, as attached to the report, for the period 8 October 2024 to September 2025, subject to any changes to delegates/representatives made at the meeting.

CARRIED

List of delegates as resolved at Council below – further advise required for the Mathoura Preschool Management Committee, Mathoura Retirement Village Management Committee & Murray Shire Hall Mathoura Management Committee on times the meetings are held for Cr Berryman to be available to attend those meetings.

2024/25 COUNCIL DELEGATES

Committee/Organisation/Group	Delegate/s	Alternate Delegate/s
Committees or Sub-Committees of Council		
Murray River Council Audit, Risk & Improvement Committee	Cr Wise	Cr Allan
Murray River Council Local Traffic Committee	Cr Berryman	Cr Pappin
Section 355 Committees of Council		
Barham Recreation Reserve Management Committee	Cr Gorey	Cr Gleeson
Barham School of Arts/Hall Committee	Cr Gorey	Cr Gleeson
Bunnaloo Recreation Reserve Management Committee	Cr Wise	Cr Gleeson
Caldwell Hall Management Committee	Cr Wise	Cr Gleeson
Friends of Old Moama	Cr Allan	Cr Hurn

MURRAY RIVER COUNCIL Extraordinary Council Meeting Minutes

8 October 2024

Goodnight Recreation Reserve & Hall Management Committee	Cr Pappin	Cr Gorey
Koraleigh Hall & Recreation Reserve Committee	Cr Pappin	Cr Gorey
Committee/Organisation/Group	Delegate/s	Alternate Delegate/s
Section 355 Committees of Council continued..		
Kyalite Progress Association & Recreation Reserve Management Committee	Cr Pappin	Cr Gorey
Mallan Recreation Reserve & Hall Management Committee	Cr Pappin	Cr Gorey
Mathoura Retirement Village Management Committee	Take on notice the possibility of changing the meeting time if Cr Berryman to be delegate	
Murray Shire Hall Mathoura Management Committee	Take on notice the possibility of changing the meeting time if Cr Berryman to be delegate	
Moama Lions Community Village Committee	Cr Hurn	Cr Allan
Moama Recreation Reserve Management Committee	Cr Campbell	Cr Allan
Moulamein Lake Committee	Cr Gleeson	Cr Gorey
Moulamein South Recreation Reserve Committee	Cr Gorey	Cr Gleeson
Murray Downs Riverside Park Management	Cr Gorey	Cr Pappin
Noorong Community Centre Committee	Cr Pappin	Cr Gleeson
Tooleybuc/Piangil & District Action Group / Tooleybuc Bridgekeepers Cottage Management Committee	Cr Pappin	Cr Gleeson
Wakool Memorial Hall Committee	Cr Gleeson	Cr Wise
Womboota School of Arts/Hall Management Committee	Cr Wise	Cr Gleeson
Other Government or Industry Organisations		
Campaspe Murray Mental Health Network	Cr Allan	Cr Campbell
Echuca Moama Torrumbarry Flood Study Committee	Cr Wise	Cr Pappin
Moulamein Flood Study Committee	Cr Gorey	Cr Pappin
Moama Overland Flood Study Committee	Cr Wise	Cr Harvie
Barham Flood Study Committee	Cr Gorey	Cr Pappin

MURRAY RIVER COUNCIL Extraordinary Council Meeting Minutes**8 October 2024**

Riverina and Murray Joint Organisation	Cr Harvie	Cr Gorey
SouthWest Arts Inc.	Cr Allan	Cr Campbell
Western Joint Regional Planning Panel	Cr Gleeson Cr Allan	Cr Wise
Community Committees/Groups		
Mathoura Preschool Management Committee	Take on notice the possibility of changing the meeting time if Cr Berryman to be delegate	
Moama & District Preschool Centre Inc. Committee	Cr Hurn	Cr Campbell
Murray River Council (Southern) Liquor Accord	Cr Campbell	Cr Pappin

6 REPORTS TO COUNCIL**6.1 CHIEF EXECUTIVE OFFICERS REPORT AND SUPPLEMENTARY MATTERS****6.1.1 CONFIRMATION OF NAMES OF ATTENDEES TO THE LGNSW ANNUAL CONFERENCE 17 NOV - 19 NOV 2024 TAMWORTH****RESOLUTION 131024**

Moved: Cr Gary Pappin
Seconded: Cr Gen Campbell

That Council confirm the names of the Councillors that are attending the LGNSW Annual Conference being held in Tamworth from Sunday 17 Nov through to Tuesday 19 Nov 2024.

CARRIED

Councillors interested in attending conference:

Hurn (TBC), Harvie, Campbell, Berryman, Pappin, Allan – possibly travel by car.

At 2:49 pm, Cr Kylie Berryman left the meeting.

6.2 DIRECTOR CORPORATE SERVICES REPORT AND SUPPLEMENTARY MATTERS

Nil

6.3 DIRECTOR INFRASTRUCTURE REPORT AND SUPPLEMENTARY MATTERS

Nil

6.4 DIRECTOR PLANNING AND ENVIRONMENT REPORT AND SUPPLEMENTARY MATTERS

Nil

MURRAY RIVER COUNCIL Extraordinary Council Meeting Minutes**8 October 2024****6.5 DIRECTOR COMMUNITY AND ECONOMIC DEVELOPMENT REPORT AND SUPPLEMENTARY MATTERS****6.5.1 RIVER COUNTRY ART TRAIL - ARTIST ENGAGEMENT****RESOLUTION 141024**

MOVED: CR DENNIS GLEESON

SECONDED: CR NEIL GOREY

THAT COUNCIL ENDORSE CONSULTANTS FORM TO ENGAGE THE FOLLOWING ARTISTS TO DELIVER ARTWORKS IN THE RESPECTIVE COMMUNITIES, AS PART OF THE RIVER COUNTRY ART TRAIL PROJECT:

1. BARHAM – GUS EAGLETON
2. TOOLEYBUC – STUART GREEN

IN FAVOUR: CRS JOY ALLAN, DENNIS GLEESON, NEIL GOREY, JOHN HARVIE, BIANCA HURN AND GEOFF WISE

AGAINST: CRS GEN CAMPBELL AND GARY PAPPIN

CARRIED 6/2**CARRIED****6.6 CORRESPONDENCE REPORT**

Nil

6.7 SUNDRY DELEGATES REPORT

Nil

7 CONCLUSION OF MEETING

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 3:07pm.

The next Ordinary Meeting of Murray River Council will be held on Tuesday 22 October 2024, commencing at 1:00 PM, in the Council Chambers, Moama Administration Office, 52 Perricoota Road, Moama.

THESE MINUTES ARE SIGNED AS A TRUE AND ACCURATE RECORD OF THE PROCEEDINGS OF THE EXTRAORDINARY MEETING OF THE MURRAY RIVER COUNCIL HELD ON 8 OCTOBER 2024, IN ACCORDANCE WITH A RESOLUTION OF THE COUNCIL ON 22 OCTOBER 2024.

.....
MAYOR

UNCONFIRMED

UNCONFIRMED

5 DISCLOSURES OF INTERESTS

6 DEPUTATIONS

7 MAYORAL MINUTE(S)**7.1 MAYORAL MINUTE - DEPARTURE OF CEO MR TERRY DODDS****File Number:** -**Author:** John Harvie, Mayor**Authoriser:** Terry Dodds, Chief Executive Officer**RECOMMENDATION**

That Council accept Mr Terry Dodds resignation and make note of his achievements during his tenure as CEO.

It is with mixed emotions that we bid farewell to Terry Dodds, our Chief Executive Officer, as he embarks on an exciting new chapter in his career.

On behalf of Murray River Council, I extend my congratulations to Terry on his new role as CEO of Livingstone Shire Council in Queensland and express our deep gratitude for the remarkable contributions he has made during his tenure with us.

Terry's leadership over the last four years has been instrumental in steering the Council through both challenging and rewarding times. From driving economic development initiatives like our Moama Lights event and Meninya Street Redevelopment Project to implementing more robust internal reporting mechanisms, his efforts have left a lasting legacy.

His focus on becoming more efficient with our service delivery and strengthening partnerships across the region has been a cornerstone of our success.

His ability to navigate complex issues with integrity and transparency has earned him the respect of both staff and councillors. This has been particularly evident through the initiation of our 'Sustainable MRC' project, which has seen a series of actions and projects aimed at improving the financial sustainability of the council. This is a tricky (and often unpopular) thing for any CEO to tackle, but Terry stepped up to the task to help ensure the ongoing viability of the council and community.

I would also like to thank Terry for his unwavering commitment to the wellbeing of our community during difficult periods, including the challenges brought about by COVID-19 and the 2022 floods. It took a herculean effort and the implementation of many new processes to stay ahead of the COVID working restrictions and risks.

Terry also played a key role in leading the organisation through the flood event, offering great leadership by encouraging a collaborative approach to the event. The teamwork, right across the council, in every depot, office and community was simply phenomenal.

Terry has also played a major role in bringing more stability and structure to the organisation, putting us in good stead for the future. In fact, council was recognised by Macquarie University's 'The Voice Project' for excellence in developing staff culture by being awarded the Change Challenge trophy.

And of course, Terry was tasked with leading the organisation through a time when cost escalations have been felt right across the country. Not only did we see prices increase substantially, but we also saw contractors and sub-contractors struggling to deliver. Regardless of this, council still delivered many of our major infrastructure projects in amongst our extra flood recovery work - this is a great achievement.

While we are sad to see him leave, we are excited for Terry as he takes on this new opportunity. His passion and expertise will undoubtedly shine in his future endeavours, and we are confident that his new colleagues will benefit greatly from his leadership.

On behalf of the Council and our community, I extend our sincere gratitude to Terry for all he has done for Murray River Council. We wish him every success in his new role and hope he takes with him fond memories of his time with us.

ATTACHMENTS

Nil

7.2 MAYORAL MINUTE - ACTING CEO APPOINTMENT

File Number: -
Author: John Harvie, Mayor
Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

That Council appoint an existing Director as Acting Chief Executive Officer during the period it takes to recruit a permanent CEO.

BACKGROUND

Mr Terry Dodds, CEO, finishes his contract of Friday 1 November. The recruitment process to appoint a new CEO is likely to take between three to six months.

Business continuity will be much better supported and maintained by having an existing Director, with complete knowledge of the organisation, rather than employing a locum during this period.

ATTACHMENTS

Nil

8 REPORTS OF COMMITTEES

Nil

9 REPORTS TO COUNCIL

9.1 CHIEF EXECUTIVE OFFICERS REPORT AND SUPPLEMENTARY MATTERS

9.1.1 OLG NSW CIRCULAR TO COUNCILS - COUNCILLOR CONDUCT AND MEETING PRACTICES - DEPARTMENT OF PLANNING, HOUSING AND INFRASTRUCTURE

File Number: -

Author: Lindy Leyonhjelm, Executive Assistant

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

1. That Council review the information provided on the Councillor Conduct Framework by NSW Government Office of Local Government Circular to Councils – Department of Planning, Housing and Infrastructure.
2. That Council either:
 - a) Provide feedback and submit response to the discussion paper as requested by NSW Government Office of Local Government prior to the closing date of 15 November 2024.

OR

- b) That Council provide feedback to LGNSW and NSW Country Mayors for consideration by our two Associations in drafting their submissions.

BACKGROUND

The Office of Local Government has issued a discussion paper that seeks submissions regards changing the Code of Conduct.

DISCUSSION

The paper speaks to:

- Council leadership and decision-making being paramount
- Freedom of speech
- Transparency and accountability
- Issues are dealt with at the most immediate or local level
- Having a strong and proportionate local government regulator
- Justice being timely and proportionate
- Significant penalties should only be imposed by a judicial or quasi-judicial body.

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

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

BUDGETARY IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil at this stage.

LEGISLATIVE IMPLICATIONS

The Legislative implications are unknown.

RISK ANALYSIS

- **What can happen?**

In its current form, if enacted verbatim, there are inherit risks for councils. The largest being in relation to removing Briefing Sessions and behaviour being 'aspirational.'

- **How can it happen?**

The Government may choose to ignore what is expected to be considerable objections to the draft.

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

The Code of Conduct has failed in many aspects. This Draft will not achieve any significant improvements, and in its current form may actually reduce the effectiveness of local government.

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

Likely.

- **Adequacy of existing controls?**

Nil, as Local Government is an instrument of the State.


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

Make a submission, either independently or through our Associations (anonymity maintained), hoping that the Government listens.

CONCLUSION

Council has until 15 November to make a submission.

ATTACHMENTS

1. **NSW OLG Council Circular 24-17 Councillor Conduct Framework** [↓](#) 

Department of Planning, Housing and Infrastructure
Office of Local Government



Circular to Councils

Subject/title	Councillor conduct and meeting practices – a discussion paper
Circular Details	24-17 / 05 September 2024 / A913035
Who should read this	Councillors / General Managers / All council staff
Contact	Strategic Policy Unit / 02 4428 4100 / councillorconduct@olg.nsw.gov.au
Action required	Response to OLG

What's new or changing?

- The Councillor Conduct Framework is under review with the aim to facilitate and support local decision making.
- The Councillor conduct and meeting practices – A new framework discussion paper (discussion paper) has been prepared to seek the views of the community, key stakeholders, and the local government sector about the proposed changes.

What will this mean for council?

- The general public, councils, individual councillors and council staff, are encouraged to make written submissions in response to the discussion paper.
- The discussion paper provides information about how to make a submission.
- Submissions should be made by **15 November 2024**.

Key points

- Strong and thriving communities need effective local government.
- The Councillor Conduct Framework is under review to ensure that it delivers on the need for transparency and ensures that councillors are visibly in control of their councils.

T 02 4428 4100 TTY 02 4428 4209, E olg@olg.nsw.gov.au
Locked Bag 3015 NOWRA NSW 2541
www.olg.nsw.gov.au



- Councillors should act fairly, ethically and without bias in the interests of the local community. They should be responsible employers and provide a consultative and supportive working environment for staff.
- It is intended that the revised Councillor Conduct Framework will be based on the following principles of change:
 - council leadership and decision making is paramount
 - freedom of speech is fundamental
 - transparency and accountability are maintained
 - issues are dealt with at the most immediate or local level
 - a strong and proportionate local government regulator
 - justice is timely and proportionate
 - significant penalties should only be imposed by a judicial or quasi-judicial body.

Where to go for further information

- A copy of the discussion paper and information about how to provide feedback is available on OLG's website [here](#).
- For further information about the Councillor Conduct Framework review, please contact OLG's Strategic Policy Unit on 02 4428 4100 or by email at councillorconduct@olg.nsw.gov.au.

Brett Whitworth
Deputy Secretary
Office of Local Government

9.1.2 STATE OF THE REGION REPORT 2021-2024**File Number:** -**Author:** Zoe Croft, Manager Community Engagement**Authoriser:** Terry Dodds, Chief Executive Officer**RECOMMENDATION**

That the Officer's report on State of the Region Report 2021-2024 as at 11 October 2024 be received and the information noted by the Council.

DISCUSSION

The State of the Region Report 2022-2032 is presented to the newly elected council at the second meeting of the new Council for noting, as per the requirements of the Integrated Planning and Reporting (IP&R) framework.

The State of the Region Report showcases the progress of the strategic objectives as outlined in the current Community Strategic Plan (CSP) 2022-2032.

A full review the current CSP 2022-2032 has been undertaken taking into consideration the End of Term 2021-2024 Report, past Annual Reports and the Monthly Operating Reports which have been provided over the Term of Council.

Each strategic objective has a red, amber or green marker showing the progression of the objective over the last Term of Council and the Delivery Column outlines what tasks, projects, advocacy or other actions have been undertaken.

The Future Actions column identifies the forthcoming requirement of the strategic objective. All objectives will fall into one of three categories,

1 - if the objective is to be continued into the next CSP 2025-2035, it will have the Theme stated where it will be considered in the updated CSP

2 - if the objective has been embedded into Business as Usual it will be removed from the upcoming CSP or

3 - if the objective is no longer in Councils scope or financial capability, it will be removed from the upcoming CSP.

The updated Community Strategic Plan will reflect the findings from the State of the Region Report.

ATTACHMENTS

1. State of the Region Report 2022-2032 (under separate cover) 

9.1.3 ACQUISITION DETAILS AND PROPOSED CLASSIFICATION RECOMMENDATION FOR 8 BLAIR STREET, MOAMA.**File Number:** -**Author:** Chris Godfrey, Manager - Plant, Fleet & Stores & Strategic Property Specialist**Authoriser:** Terry Dodds, Chief Executive Officer

Recommendation
THAT:
1. COUNCIL RESOLVES TO GIVE PUBLIC NOTICE UNDER SECTION 34 OF THE LOCAL GOVERNMENT ACT 1993 ("THE ACT") OF A PROPOSED RESOLUTION TO CLASSIFY LOTS IDENTIFIED AS LOT 1 DP 216296 AND LOT 2 DP 137250 (8 BLAIR STREET, MOAMA) AS OPERATIONAL LAND IN ACCORDANCE WITH SECTION 31 OF THE ACT.
2. COUNCIL REGISTER ON TITLE AND APPLY A RESTRICTION ON USE THAT APPLIES TO PART OR ALL OF THE LAND FOR CAR PARKING PURPOSES.

BACKGROUND

The acquisition of the Land Parcel, known as 8 Blair Street, Moama, has been completed as per Council Resolution 290724.

11.1 ACQUISITION OF PRIVATE LAND FOR CAR PARKING IN MOAMA**RESOLUTION 290724****Moved:** Cr Nikki Cohen**Seconded:** Cr Kron Nicholas

That Council resolve to authorise the Chief Executive Officer (CEO) to undertake the necessary activities, including the entering into and signing of the required contractual arrangements to purchase the land identified as Lot 1 DP 216296, Lot 2 DP 137250 (8 Blair Street, Moama) in line with the attached Valuation Report plus a 5% variance above the stated valuation figure.

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

Against: Nil

Council acquired the land parcel from a private land holder as per the Murray River Council *Land Acquisition and Disposal Policy (POL602)* Council are required to classify any land acquired as Community or Operational Land post-acquisition.

DISCUSSION

As the land parcel was identified as suitable land to develop an off-street carpark to support the future development of Meninya Street and surrounds, the land will need to be classified as operational land to facilitate this development with restrictions.

This area of land is proposed to be constructed as a formalised car park, that will be complementary to the future use of the old Council offices and surrounding area (Moama soundshell) and recognises access requirements to the rear of the Meninya Street Shops in this area, the potential caravan park access and the protection of council's infrastructure. The new car park area will facilitate off-street parking as identified by the community (driven by the Meninya Street Precinct Project Advisory Committee).

Legal Advice obtained from Kell Moore confirmed that this land could be classified as community and could be included into the adjoining plan of management, and the land being categorised as land for *general community use*. However, in doing so would mean significant complexity with the requirement of a plan of management over the area that would be both Council land and Crown Land operating under separate legislation.

Therefore, it has been determined that a 'Restriction on Use' be applied to the land title (all or part) for car parking purposes only, where the existing carriageway would also continue to be protected as part of this restriction. This restriction would prevent Council from developing the land for any other purpose than car parking, which is Councils intention.

STRATEGIC IMPLICATIONS

3. Strategic Theme 3: A place of Liveable Communities

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

BUDGETARY IMPLICATIONS

Acquisition price within the 2024/2025 Operation Budget for this project and consistent with the Murray River Council Land Acquisition and Disposal Policy (POL602).

POLICY IMPLICATIONS

Murray River Council Land Acquisition and Disposal Policy (POL602).

LEGISLATIVE IMPLICATIONS

Land Acquisition (Just Terms Compensation)

Local Government (General) Regulations 2021.

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**

The land parcel being classified as Community Land.

- **How can it happen?**

Council not resolving to classify the land parcel as operational land via Council resolution.

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

The land parcel being classified as community where there is a requirement for a Plan of Management that provides direction on the use of land, which would add a significant cost and complexity to the process.

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

Low

- **Adequacy of existing controls?**

The *Local Government Act 1993* allows classification by Council Resolution within 3 months of acquisition of land.

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

The recommendation for the proposed resolution in this report is occurring at the earliest opportunity after the acquisition is completed.



CONCLUSION

It is recommended that Council resolve to give public notice of a proposed classification of the land parcel, identified as Lot 1 DP 216296 and Lot 2 DP 137250 (8 Blair Street, Moama) as Operational Land (with Restriction on Use) due to the proposed car park providing a broader community benefit to the future old council office redevelopment, the regular community market, and additional off-street car parking to support the outcomes of the Meninya Street Precinct Project.

ATTACHMENTS

1. **8 Blair Street, Moama - Aerial Image** [↓](#) 



 <p>murray river council</p> <p>1300 087 004</p> <p>https://www.murrayriver.nsw.gov.au</p>	<p>Murray River Council Mapping</p> <p>Printed 28/08/2024</p> <p>Scale 1:1250</p> 	<p>IMPORTANT NOTICE</p> <p><i>This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground.</i></p> <p><i>This information has been provided for Council's external purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for us for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Murray River Council nor the Department of Lands makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and liability (including without limitations, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason © The State of New South Wales (Department of Lands) 2009, © Murray River Council 2009.</i></p>
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9.1.4 RESOLUTIONS OF THE COUNCIL - RESOLUTION TRACKER & INFOCOUNCIL ACTION REPORTS

File Number: -

Author: Lindy Leyonhjelm, Executive Assistant

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

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

BACKGROUND

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

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

DISCUSSION

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

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

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

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

BUDGETARY IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Nil.

RISK ANALYSIS

- **What can happen?**

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

- **How can it happen?**

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

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

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

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

Low.

- **Adequacy of existing controls?**

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

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

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

CONCLUSION

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

ATTACHMENTS

Nil

9.1.5 REMEMBRANCE DAY SERVICES - 11 NOVEMBER 2024

File Number: -

Author: Lindy Leyonhjelm, Executive Assistant

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

1. That the Mayor, or a representative, attend and lay a wreath at the Remembrance Day Service in Mathoura at the War Memorial, Soldiers Memorial Gardens on Monday 11 November 2024, commencing at 10:40am.
2. That the Mayor, or a representative, attend and lay a wreath at the Cenotaph, Kerrabee Soundshell Moama on Monday 11 November 2024, commencing at 10:55 am.

BACKGROUND

Remembrance Day, which was originally called Armistice Day, is a Memorial Day observed in Australia since the end of the First World War. A minute's silence is observed for the members of the armed forces who died in the line of duty.

Remembrance Day is observed annually on November 11 to recall the end of hostilities of the Great War (World War I), the signing of the armistice, which occurred on November 11, 1918 – the 11th hour of the 11th day of the 11th month.

DISCUSSION

Council has received the following requests for Council representation at annual Remembrance Day Services within the Council area:

1. Remembrance Day – Mathoura

The Mathoura RSL Sub Branch has extended an invitation to the Mayor, or a representative, of the Murray River Council to attend its Remembrance Day Service to be held on Monday 11 November 2024, commencing at 10:40am at the War Memorial, Soldiers Memorial Gardens, Mathoura. A position will be made available for Council's representative to lay a wreath on behalf of the Murray River Council community. A speech is not required.

2. Remembrance Day – Moama

The Mayor or a representative of Council is invited to lay a wreath at the Cenotaph at the Kerabee Soundshell Moama on Monday 11 November 2024, commencing at 10:55 am. A position will be made available for Council's representative to lay a wreath on behalf of the Murray River Council community. A speech is not required.

STRATEGIC IMPLICATIONS

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

4.6 - Foster and develop strategy to recognise and celebrate our rich heritage and indigenous culture (in partnership with community) - Regional History.

BUDGETARY IMPLICATIONS

Cost of wreaths for Councillors to lay at services approx. \$70 each x 2

POLICY IMPLICATIONS

Nil.





LEGISLATIVE IMPLICATIONS**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

Remembrance Day is observed annually on November 11 with a minute's silence for the members of the armed forces who have died in the line of duty. The Mathoura RSL Sub Branch and the Moama RSL Sub Branch hold Remembrance Day services in their respective towns, and cordially invite a representative of Council to attend and lay a wreath on behalf of the Murray River Council community.

ATTACHMENTS

1. **Remembrance Day 11th November 2024 Mathoura RSL Sub Branch**  
2. **Remembrance Day 11th November 2024 Moama RSL Sub Branch**  

From: [REDACTED]
To: [REDACTED]
Date: Remembrance Day 11th November 2024
Monday, 14 October 2024 10:45:44 AM

Good Morning [REDACTED]

On behalf of the Mathoura RSL Sub Branch I would like to invite you or a representative of Murray River Council to attend our Remembrance Day service followed by morning tea..

This will be held on Monday 11th November commencing at 10.40 am in the Soldiers Memorial Gardens. We would love the MRC to lay a wreath.

We seek permission to sell Poppies on 2nd and 9th November 2024 in front of the Mathoura Newsagency.

We also seek permission to use both the Soldiers Memorial Gardens and Soldiers Memorial Hall.

We would like about 20 seats to be placed in the park prior to the service.

I would like to pick up the keys for the flag Poles early on Friday 8th November at the Business Centre Mathoura.

We would like to thank the Murray River Council for the donation of \$[REDACTED] for the morning tea.

Looking forward to a favourable reply.

[REDACTED] Secretary RSL Sub Branch.



RETURNED AND SERVICES LEAGUE OF AUSTRALIA
(NEW SOUTH WALES BRANCH)

Moama RSL sub-Branch, PO Box 862, Moama, NSW 2731.

Phone: 0408 384 670 Email: moamasb@rslnsw.org.au ABN 63 928 048 455

10th October 2024

By Email: lleyonhjelm@murrayriver.nsw.gov.au

Cr. John Harvie
Mayor
Murray River Council

Dear Cr. Harvie,

Re: REMEMBRANCE DAY 2024 : MONDAY 11TH NOVEMBER 2024

I refer to the above matter and write to you on behalf of the President, Committee and Members of the Moama RSL sub-Branch.

Please accept our invitation to attend our upcoming Remembrance Day Service, commencing at 1055hrs at the Moama Cenotaph, Meninya Street, Moama on Monday 11th November 2024.

We also take this opportunity to extend an invitation for you to lay a wreath.

Please do not hesitate to contact us if you have any further questions or enquiries.

We look forward to your attendance.

Yours faithfully,

Moama RSL sub-Branch

Ken Jones,
PRESIDENT

Moama sub branch\2024\Remembrance Day 2024.docx

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

That the Monthly Operational Report as of August and September 2024 be received and the information noted by the Council.

The Monthly Operational Report acts as an ongoing reporting document offering updates and information relating to all Business Units within MRC. It includes updates in relation to Delivery Program items (Part B of each report), financial tracking and any general project updates or items of interest. Managers and Directors are responsible for completing the reports each month.

The details listed below are items of note/interest from several Business Unit reports. Each individual Business Unit report contained in the attachment should be read in full for all information and updates.

**This month both August and September are covered due to no council meeting in September.*

Legal and procurement

- Vendor software platform for market approach activities is in configuration stage.
- A newly created Procurement Lead position will be advertised towards the end of the year. This position was created in response to an identified need to address and prevent procurement compliance issues and move to a more strategic, centre-led procurement approach across the organisation to drive greater value for money in future purchasing and reduce unnecessary spend. The role will be integral to the Procurement Policy and Procedure review process, as well as the VendorPanel system and contract module implementation stages, to allow Council to establish a centre-led, rather than decentralised procurement function.
- Internal Legal request system is working well, providing an ability to track the status of current matters.
- Procurement compliance remains a very high risk. Historically, this can be attributed to a lack of systems which support and demand the procurement policy requirements being met, lack of purchasing staff understanding of the requirements and lack of disciplinary action where staff fail to comply with policy requirements. The relevant risk mitigation measures are being taken, however as the issue is deeply systemic and developed over a long period of time, it is anticipated that it could take a significant period of time to properly manage the required change and alter Council's purchasing culture.

Commercial Plant and Property

- Gateway Determination by Department of Planning, Housing and Infrastructure received for reclassification of 22 land parcels from Community to Operational to correct classification for drainage basins. Process timeline received with Gateway Determination and currently working through the process. Public Exhibition of the Planning Proposal and communication with Crown Lands was commenced 4 September 2024 with closing date 4 October. Public Hearings to be completed at the end of October or early in November. Completion date for total reclassification process in to be no later than 1 April 2025 as per Gateway Determination.

- Old Moama Preschool building has been advertised through local Real Estate Agent, commencing 30/09/2024. Initial EOI process did not identify any interest in the site.
- Initial discussions and information gathering completed in September regarding the investigation of commercial viability of provision of Service NSW function by MRC.

People, WHS and Wellbeing

- **Performance Review Process:** The new annual performance appraisal system was completed in June 2023. It integrates MRC's values and behaviours into staff assessments, focusing on both the tasks and the attitudes/behaviours associated with job performance.
- **Employee Training and Leadership Development:** MRC launched the Emerging Leaders Program in August 2024, with plans for further leadership development through the creation of a Learning and Development Framework and a Leadership Framework.
- **WHS Initiatives:** Key WHS programs, including the creation of a Psychosocial Hazards Procedure and a Construction Safety Procedure, were drafted and are pending approval. The implementation of WHS procedures continues, targeting specific department objectives for 2024-2025.
- **People at Work Survey 2024:** Conducted the People at Work Survey – assessing the psychological hazards and risks that are relevant to MRC. 58% employee participation rate. Overall results were positive with some areas of concern that require a deeper dive. Focus Group currently being formed to work on recommendations.
- **Staff Turnover:** MRC has identified a challenge in retaining skilled staff in critical roles. Succession planning, workforce planning, and strategies for employee attraction and retention are in development to address these risks.
- **Difficulty in Attracting Skilled Workforce:** Creating an "Employer of Choice" environment is a key strategy, with plans to develop an Employee Value Proposition and a broader HR strategy to enhance employee retention and recruitment outcomes.
- **WHS and Safety Performance:** There were 77 hazards identified and 102 total incidents reported across July, August, and September 2024. Lost Time Injuries (LTI): MRC recorded 238 hours of lost time in September, showing no new LTIs. WHS action plans continue to address internal procedures and high-risk areas such as construction and volunteer risk controls.

Corporate Services

- The financial sustainability of the Council remains the most significant risk for Council. Restoring the current deficit to a break-even position purely through cost saving measures will require significant service level adjustments that may not be palatable to the community.
- Significant work required to improve Cyber Security.
- No firm buyer for Mathoura Line Road land yet.
- Council continues its automation journey through the implementation of the TechOne System.
- Insurance Policies and Workcover Policy for 2024/25 has been finalised.

Finance

- Restructure of Finance Team almost complete, appointment and commencement of Chief Financial Officer, Financial Controller, and Management Accountant has all occurred. Finance Officer role has been appointed and commenced on the 9 September 2024.
- 2023-24 financial statement have been lodged with the external auditors.
- Water Notices and Rates Notices have been issued and due dates were in August 2024.
- The 2024-25 Budget 1st Quarter Review has been issued to Managers and due to be presented at the November 2024 Council Meeting.

Governance

- Developed a scope to implement Compliance Software to assist the management of Policies, Delegations and changes in Legislation
- Finalising 2023/24 Annual Report in partnership with Communications Coordinator.

Information Management

- New Chief Information Officer (CIO) is now in his fifth month at MRC, having a good outlook on all the things in progress with a high level of security in mind. CIO has drafted a 4-year roadmap with the Director Corporate Services and plan to present it to councillors soon, which will cover a lot of aging systems and obtain recommended security levels.
- Over the last 2 months, we deployed interim advanced security software while we bolstered our existing antivirus systems as we found coverage was only 40% across our network and have since removed it as we are now meeting the almost 100%. We have also streamlined our new employee onboarding forms in relation to IT procurement, improving our efficiency when an employee starts.
- CT our IT provider has their site lead starting 14th October.

Strategic Assets

- Water, Sewer and Stormwater asset revaluation complete and lodged with Auditors. Desktop valuations (indexation) completed and lodged with Auditors.
- The TechOne build of asset details and asst books continues to progress in conjunction with Business as Usual (BAU). Mapping of buried assets now loaded into Before You Dig (BYD) platform for auto-generation of external service requests, with 260 referrals provided in the Month of August and 274 in September.

Community Services

- Monthly stats: Social Support – 833hours (Social support consists of group activities, Respite services as well as 1:1 supports including wellness checks/phone calls and supported shopping etc), Meals – 239, Home Modifications - \$4105.00, Transport – 971 One-Way trips.
- Recently a client was being transported to Echuca to catch a bus to Melbourne, only to find there was a mix-up with the arrangements and the bus wasn't running. Our client was planning on visiting her terminally ill brother in Melbourne, so the trip was an important one. Fortunately, our super transport team jumped into action. The driver was happy to help out. Quick arrangements were made to facilitate transport for our client to get to Wallan where her granddaughter was waiting to continue her trip to Melbourne. We wouldn't be able to achieve such wonderful outcomes for our clients without the flexibility and willingness of our volunteers.
- Recently a letter was quietly dropped into a staff member's private letter box at home. It said: *Dear, Whom I don't know from a bar of soap. (But I do now!) Integrity and initiative are not traits often in use in today's climate. Your position and care are far over and above the call of duty, in my humble opinion. Thank you for your help. My kindest regards.*

Customer Service

The Customer Service Department at Murray River Council faces several challenges that impact our ability to deliver optimal service to the community. These challenges stem from technological limitations, training constraints, staffing dynamics, and the need for consistent coverage across various services.

- **Technology Limitations:** One of the primary challenges is the lack of supportive technology that meets our operational needs. Our current systems often face interruptions, leading to delays in service delivery and increased frustration for both staff and customers. These technical issues hinder our ability to provide timely responses and can compromise the overall customer experience. There is a pressing need for upgrades and more reliable solutions to streamline processes and improve efficiency.
- **Training Constraints:** Training staff effectively is another significant hurdle. Finding time within our busy schedules for comprehensive training can be challenging, especially when external agencies

are involved. Long wait times for training sessions further exacerbate the issue, leaving staff feeling unprepared to handle customer inquiries confidently. This can lead to inconsistencies in service delivery and increased stress on the team.

- **Staffing Dynamics:** Customer service acts as the entry point for the council, and as such, it often experiences turnover as highly trained staff move to other departments. While this mobility is beneficial for the organisation, it poses a significant challenge for our team. Losing experienced staff means we must frequently start the training process anew, which disrupts team cohesion and can impact service quality during transitions.
- **Coverage During Leave:** Another challenge we face is adequately covering external agency services during periods of staff leave. Ensuring that all necessary services continue to operate smoothly requires careful planning and often places additional strain on remaining team members. Without sufficient staffing, there can be delays in service response times, resulting in a less than satisfactory experience for our customers.
- **We are currently developing two distinct strategies:** a Customer Service Strategy and a Customer Experience Strategy: The Customer Service Strategy focuses on optimising our operational processes and improving the efficiency of service delivery. It aims to enhance how our team interacts with customers, ensuring that inquiries are addressed promptly and effectively. In contrast, the Customer Experience Strategy emphasises the overall journey of the customer, looking at how they perceive and interact with our services at every touchpoint. This strategy aims to create a positive and memorable experience that fosters customer satisfaction and strengthens councils' reputation within the community.
- Additionally, we are working on the development of a unified service request module through TechOne to streamline how service requests are handled, improving response times and tracking. We are also establishing a Knowledge Management System using SharePoint, which will centralise information and resources, making it easier for staff to access and share knowledge, ultimately enhancing our service delivery.

Economic Development and Tourism

- New Resident's Kit is available to new and existing residents via the Murray River Council website and hard copies at customer service centres and local real estate agents.
- Economic Development Officer delivered a Workforce Research report outlining the education services available and the challenges relating to childcare and education access and availability in the region.
- River Country Art Trail is progressing, 3 artists across Moama, Mathoura and Moulamein have been engaged.
- Held a meeting with Murray Downs Golf Club to discuss the upcoming NSW Open and explored ways in which we can support and facilitate the successful execution of the event, focusing on marketing, logistics, and community engagement.
- Continuing to work with **Campaspe Shire** to deliver the Campaspe Murray **Business Awards**. Preparations are underway for the awards dinner, scheduled to take place on **30 October**.
- Staff have formed a partnership with local stakeholders (including C4EM, Campaspe Shire Council and Bendigo TAFE – Echuca campus) to pull together a grant application to establish a Country University Centre in Moama.
- The Spring campaign for Visit River Country and Echuca Moama is progressing smoothly, with the campaign gaining the desired traction. Engagement metrics show strong interaction from target audiences, highlighting the success of our promotional efforts.

Development Services

- Development Services has been developing Council's new combined Development Control Plan (DCP) seeing one effective document for the Council instead of the current two. The DCP aims to create a more streamlined user experience, ease of use and promote positive development outcomes across all aspects of development including residential, commercial,

industrial, flood prone and waterfront. The first DRAFT is expected in early 2025 as we begin to navigate including flood controls that are clear for staff and the community to use.

- In September Council welcomed our newest ParraPlanner, Peter Beaumont who returns to MRC after 18 months. Peter expressed a keen interest in Planning and has strong transferable skills from his LG history in procurements and property and we look forward to having Peter as an important member of our team.
- In 2023-2024 Council introduced our Fast Track Team and at present, average turn around assessment times for residential and domestic development is approximately 27 days.
- The council is also currently undergoing the recruitment of Senior Town Planners, both Strategic & Statutory, in the hope of finding permanent staff to complement our team. At present, the Council still relies on the use of Town Planning Consultants to meet BAU demands for development applications, Planning Proposals and other Planning matters.

Parks, Gardens, Open Spaces and Biosecurity

Highlights

- Implementation of Parks Operational service delivery plan. Staff providing feedback on delivery during spring period to continually improve and refine.
- Acting Parks Superintendent Tim Moodie appointed to role permanently after successfully completing probation period. This signifies the completion of the Parks & Biosecurity Team restructure.
- Murray Football Netball League Grand Final held at Moama Recreation Reserve. Attended by record crowd. Parks teams prepared grounds and facilities contributing to the success of the day. Picola Football Netball league held a Semi Final at the Mathoura Recreation Reserve again prepared by the Parks Teams.
- MRC's centralised irrigation system Galcon GSI upgraded to 4G by Parks Staff, work on 48 sites replaced all old 3G modems.
- Biosecurity Officer Scott McMillan represented council at the Australasian Weeds Conference in Brisbane.
- Scott McMillan attended and assisted at Henty Field Day for Murray LLS
- Biosecurity Staff hosted a field day/workshop for Yellow Water Lily
- Moama Parks team completed landscaping works at Horseshoe Lagoon in Moama with the installation of Solar Lighting and Furniture. Project funded through SCCF5 program.
- Multiple Section 355 Committees voted to dissolve at recent Recreation Reserve Management meetings. Moama & Barham Recreation Reserve committees have followed Tooleybuc, Wakool, Mathoura and Moulamein Centennial Reserve to move motions to dissolve and hand back full operational control to council.
- FTE replacement in Barham Parks team, Michael Woolhouse employed to fill advertised position.
- Tender publicly advertised for Moama Soundshell Playground Construction

Threats

- High risk weeds potentially emerging during spring.
- Increased customer requests for mowing during spring growth period.
- Negative feedback in relation to Parks Operational Service Delivery Plan introduction due to some service reductions in accordance with adopted plans.
- Dissolution of multiple S355 management committees at Recreation Reserves will potentially impact staffing workloads and service delivery with increased administrative duties and reduction in voluntary help to maintain recreational assets such as sports grounds and facilities.

Waste and Compliance

- August marked the end of a successful career for both Bob Brewer and Darrell Trewin who spent 7 years working for Council operating the Barham, Wakool and Moulamein waste facilities. Both Darrell and Bob have moved into retirement and Council wishes them both all the best and is appreciative of the service they have provided.

- Final items for the Automated Depot (Moama Return and Earn) were installed and commissioned during August and September. The Occupancy Certificate has been issued, all technology has been installed and commissioned, the site is fully operational with an official opening held on 1 October 2024. This marks the culmination of a significant project that provides a very useful service to the community and income to Council.
- The landfill leachate management system installation occurred in conjunction with air compressor install at the Automated Depot plant room. Commissioning occurred in September with leachate now being managed appropriately, pumped to the new leachate pond and evaporated in the warmer months.
- New Compliance Officer Luke Baker started in the team and is settling in well.
- Gannawarra Shire Council, Edward River Council and MRC continue to assist one another with animal management matters. Discussions for a possible Memorandum of Understanding between Councils and providing assistance where required with ranger services is ongoing.

Buildings and Facilities

- Dave Dundee and Glenn Bulmer completed the 2024 buildings inspections. The inspections identified around 180 defects such as repair of leaking taps, painting, replacing floor coverings and investigation of structural issues. Currently implementing prioritised rectification program.
- **Moama Lions Units – 7 Berry St:** Full replacement of water mains to rectify ongoing leak issues. Site fully ameliorated.
- **Moama Preschool:** Maintenance works completed to address dead turf and resulting slip hazard in Kinder Yard.

Works

- Road inspections are being improved and completed at an increased rate to previous years.
- RMCC induction completed for 2024/25.
- Heavy patching program completed for Transport for NSW (TfNSW) and costs to be confirmed through a Work Order from TfNSW. Works are expected to commence in October and finish by Christmas.
- We welcome a new Project Engineer, Bernie O'Donnel, who is located in Barham.
- Resources continue to be shared across the LGA as needed and where practical, including Moulamein / Barham crews assisting Mathoura / Moama with edge repairs and patching.
- Tenders being prepared for Supply of Quarry Materials and Plant Hire.

Water Services

- Congratulations to Matt Peace on being appointed the Superintendent Water Services. We are looking forward to working with Matt in his new role across the MRC wards.
- Glen Paterson and Jamie Betts recently attended the Department of Climate Change, Energy, the Environment and Water Wastewater Treatment and Operations Course.

ATTACHMENTS

1. **Monthly Operational Report - Aug Sept 2024 (under separate cover)** 

9.2 DIRECTOR CORPORATE SERVICES REPORT AND SUPPLEMENTARY MATTERS

9.2.1 PROPOSED ROAD NAME, MURRINDAAL PARK PTY LTD STAGED SUBDIVISION, LOT 1 DP 1283567, LOTS 1-3 DP 854487, 420-508 PERRICOOTA ROAD, MOAMA NSW 2731

File Number: -

Author: Rebecca Ward, Assets Officer

Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

1. Council approve the road names; Murrindaal Drive, Eucalyptus Court, Ambrosia Circuit, Boronia Drive, Melaleuca Way, Lomandra Way, Callistemon Street, Jacaranda Way, Lilly Pilly Lane, Waratah Avenue, Black Wattle Drive, Grevillea Way within the staged subdivision of Lot 1 DP 1283567, Lots 1-3 DP 854487, 420-508 Perricoota Road, Moama NSW 2731.

BACKGROUND

Council has received a request from the developers of “Murrindaal Park Pty Ltd” to name the roads within the staged subdivision of Lot 1 DP 1283567, Lots 1-3 DP 854487, 420-508 Perricoota Road, Moama NSW 2731.

DISCUSSION

For the purposes of the Geographical Names Board NSW Address Policy Council are responsible for endorsing the authoritative road name of public roads and ensuring they are approved by the Geographical Names Board and gazetted.

The suggested names are based around Botanical Names, and a homestead located near Echuca and comply with the requirements of the Geographical Names Board. The suggested names are as follows. Their location is shown in Attachment 1.

- Murrindaal Drive – named after a homestead located near Echuca.
- Eucalyptus Court – a botanical name.
- Ambrosia Circuit – a botanical name.
- Boronia Drive – a botanical name.
- Melaleuca Way – a botanical name.
- Lomandra Way – a botanical name.
- Callistemon Street – a botanical name.
- Jacaranda Way – a botanical name.
- Lilly Pilly Lane – a botanical name.
- Waratah Avenue – a botanical name.
- Black Wattle Drive – a botanical name.
- Grevillea Way – a botanical name.

STRATEGIC IMPLICATIONS

3. Strategic Theme 3: A place of Liveable Communities

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

BUDGETARY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Roads Act 1993.

RISK ANALYSIS

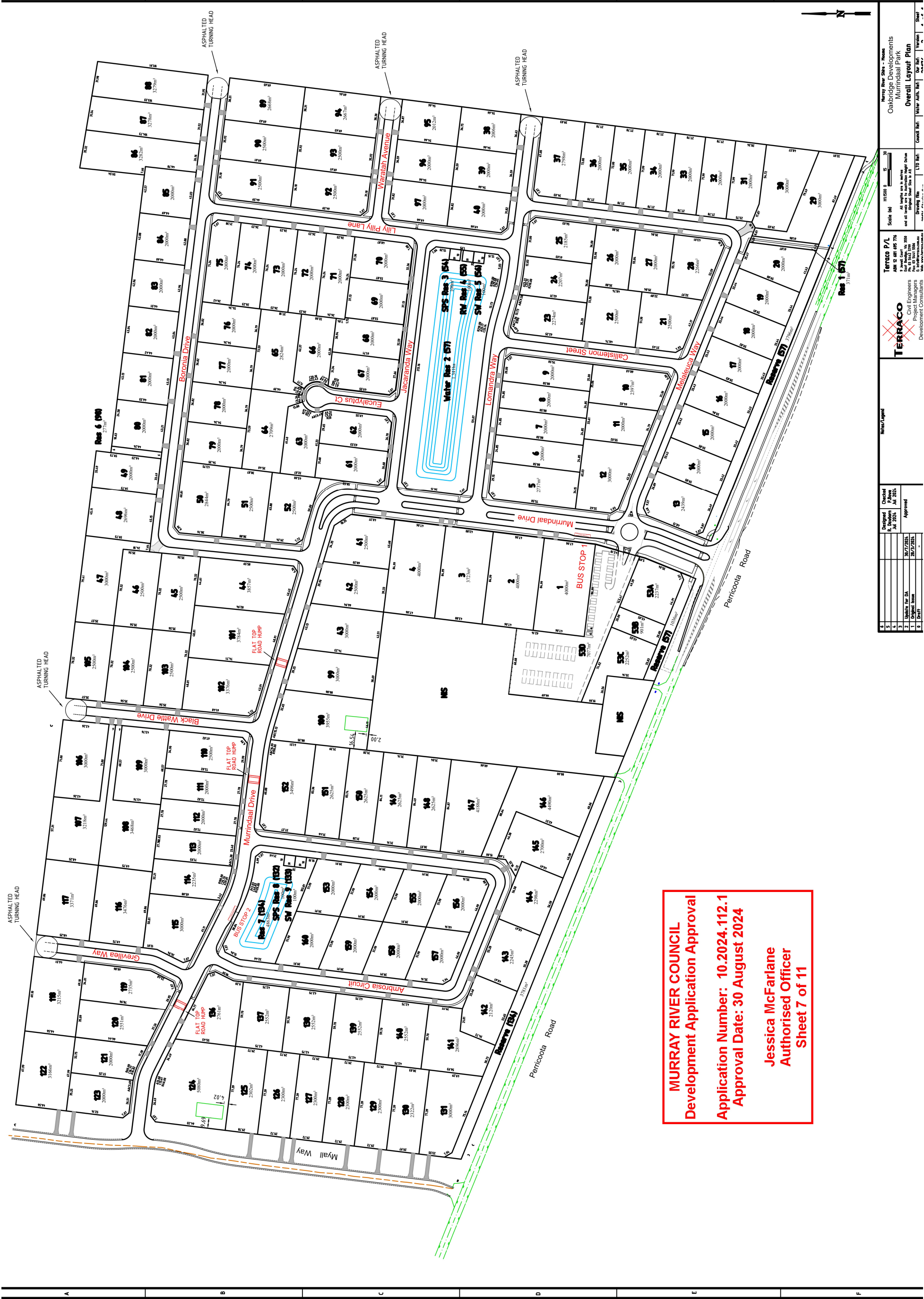
- **What can happen?**
The road remains unnamed.
- **How can it happen?**
Road not approved and gazetted.
- **What are the consequences of the event happening?**
Difficulty identifying property, no spatial reference.
- **What is the likelihood of the event happening?**
Medium to high
- **Adequacy of existing controls?**
Good in that Council staff are available to carry out the formality of naming and gazetting the public road.
- **Treatment options to mitigate the risk?**
Council to pass a resolution to name the public road.

CONCLUSION

The proposed public road names comply with the Geographical Names Board guidelines for the naming of roads and are therefore supported.

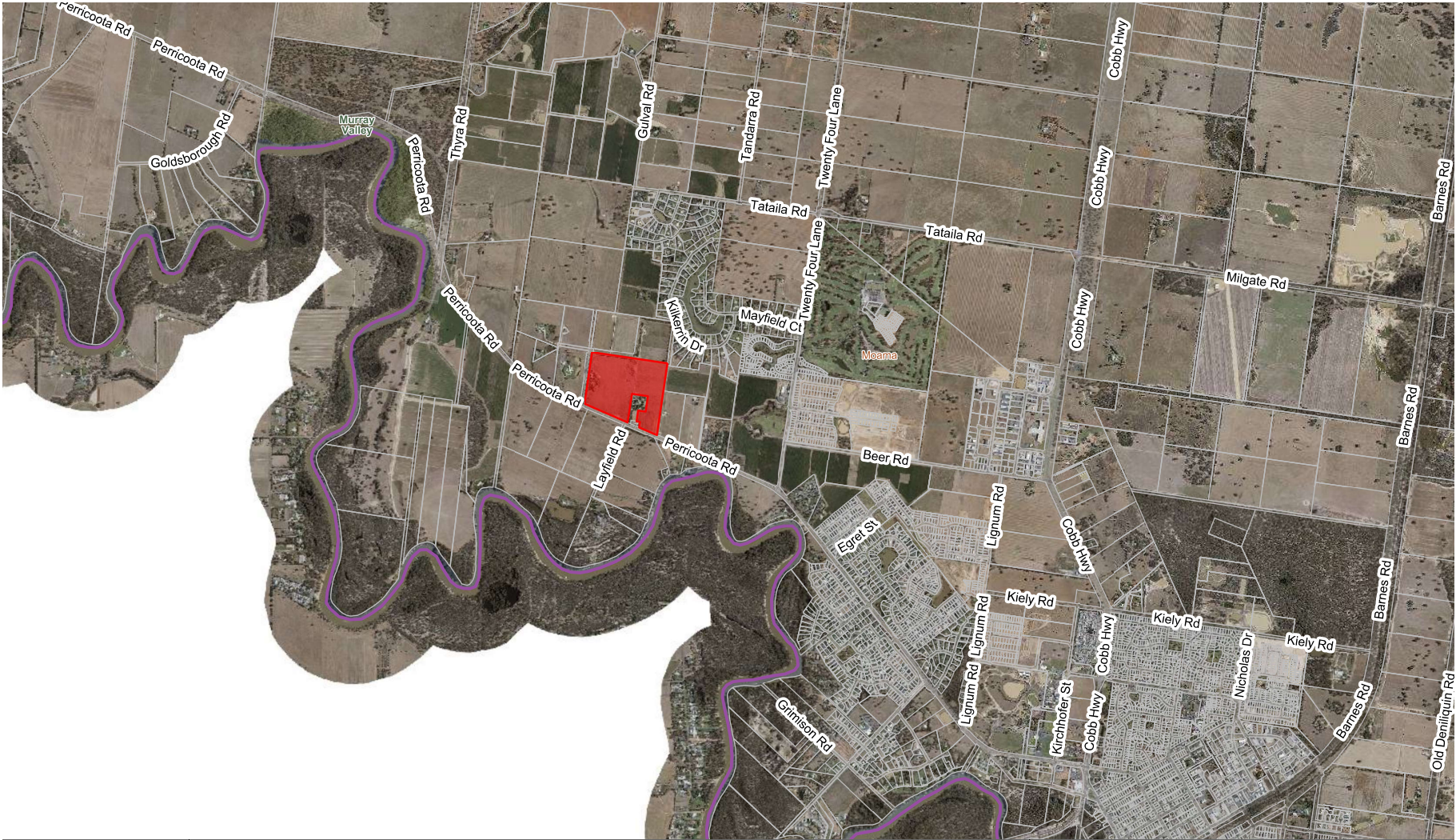
ATTACHMENTS



1. **Proposed Road Names - Murrindaal Pty Ltd - Staged Subdivision** [!\[\]\(adb0331d22f78481623cc605df40612a_img.jpg\)](#) 
2. **Location Map - Proposed Road Names - Staged Subdivision - Murrindaal Park Ltd Pty** [!\[\]\(13ab9bea7a2b6465d20b6fafd4770e28_img.jpg\)](#) 



MURRAY RIVER COUNCIL
Development Application Approval
Application Number: 10.2024.112.1
Approval Date: 30 August 2024
Jessica McFarlane
Authorised Officer
Sheet 7 of 11

Murray River Shire - Neuma		Oakbridge Developments		Murrindaal Park		Overall Layout Plan	
Terraco P/L		AM 12 481 095 716		Scale 1:1000		1:1000	
3 Level Development		All lengths are to centre		of all boundary lines		of all boundary lines	
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 <p>1300 087 004 https://www.murrayriver.nsw.gov.au</p>	<p>Murray River Council Mapping Proposed Road Names - Staged Subdivision Murrindaal Park Pty Ltd</p> <p>Printed 14/10/2024</p> <p>Scale 1:36112</p>	 <p>IMPORTANT NOTICE This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground. This information has been provided for Council's external purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for us for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Murray River Council nor the Department of Lands makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and liability (including without limitations, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason © The State of New South Wales (Department of Lands) 2009, © Murray River Council 2016.</p>
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9.2.2 MINUTES OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE (ARIC) HELD ON THE 5TH AUGUST 2024**File Number:** -**Author:** Sandra Gordon, Manager Governance & Risk**Authoriser:** Stephen Fernando, Director Corporate Services**RECOMMENDATION**

That Council notes the Minutes of the Audit Risk and Improvement Committee (ARIC) held on the 5th August 2024.

DISCUSSION


The Audit, Risk and Improvement Committee held their third meeting for 2025 on the 5th August 2024.

There were no recommendations to Council resulting from the meeting.

The new ARIC Framework and associated documents that were adopted by Council at the May Ordinary Meeting requires that the ARIC committee hold the same term as the Council. Therefore, Council is in the process of appointing a new Audit, Risk and Improvement Committee.

Council is currently advertising for a Chairperson to lead the ARIC for the 2024-2028 period. Once appointed, the Chairperson will assist in the selection of the 2 independent members.

ATTACHMENTS

1. ARIC Minutes - 5th August 2024 [↓](#) 

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

5 August 2024

**MINUTES OF MURRAY RIVER COUNCIL
AUDIT RISK & IMPROVEMENT COMMITTEE MEETING
HELD AT THE ADMINISTRATION OFFICES, COUNCIL CHAMBERS, 52 PERRICOOTA ROAD
MOAMA ON MONDAY, 5 AUGUST 2024 AT 4:00 PM****1 OPENING:****2 PRESENT:**

Richard Ham - Chairperson, Vicki Sutherland - Independent Member, Suzanna Barry – Independent Member, Stephen Fernando – Director Corporate Services, Julie Moller – Chief Financial Officer, Nicki Chalmers – Financial Controller, Nick Bell – RSD, Lawrissa Chan, Audit Office, Penny Corkhill – Centium, Susan Leahy – Centium and Sandra Gordon – Manager Governance and Risk.

3 APOLOGIES:

Neil Gorey – Councillor, Tyson Holt - RSD

4 PREVIOUS MEETING:**4.1 CONFIRMATION OF MINUTES:****RECOMMENDATION**

That the minutes of the Audit Risk & Improvement Committee Meeting held on 6 May 2024 be confirmed.

MOVED: Jean Sutherland

SECONDED: Suzanna Barry

4.2 BUSINESS ARISING FROM THE MINUTES:

The Chairperson Richard Ham welcomed Julie Moller to Council and the ARIC meeting.

Key Staff in the Finance Department:

- Nicki Chalmers has been appointed as the Financial Controller
- Hannah Ensink has been appointed as the Management Accountant
- Interviews for the now vacant Finance Officer position will be held on the 18 August 2024.

4.3 ACTION FROM PREVIOUS MEETINGS:

There was no business arising from the Minutes of the meeting held on the 6 May 2024.

5 DISCLOSURE OF INTEREST:

Nil

6 STANDARD AGENDA ITEMS:**6.1 FINANCIAL MATTERS:****6.1.1 CREDIT CARD SPEND - CEO AND MAYOR****RECOMMENDATION**

That the Committee:

1. Receive the attached spend for the Mayor and CEO credit cards to 30 June 2024.
2. Note the authorisation process used with the Technology One system.
3. Provide any commentary and/ or feedback back to Council.

This report was noted by the Committee without any further comment.

**MURRAY RIVER COUNCIL Audit Risk & Improvement Committee
Meeting Minutes****5 August 2024****6.1.2 INTERIM MANAGEMENT LETTER****RECOMMENDATION****That the report be noted.**

RSD – A good result for the 1st year of a new audit contract – items included are common issues across many NSW Councils.

Assets:

This issue has been on the management letters for the past 2 years, increased risk with the assets being held in spreadsheets. Transferring all the asset data into Tech One should be completed by June 2025.

Bank Reconciliation:

All reconciliations will be workflowed in Tech One, monthly processes are a priority going forward.

General Controls:

52 users having access to the finance/procurement/asset modules seems excessive. Passwords are changing to pass phrases to increase their complexity.

6.1.3 30 JUNE 2024 FINANCIAL STATEMENT (UNAUDITED)**RECOMMENDATION****That the ARIC receive and note the 30 June 2024 Financial Statements (Unaudited).**

This report was presented to the July Council meeting, still completing the EOFY reconciliations, deficit will be greater than in the report when all processes are completed.

Land Sales:

Line Road property – has been listed for sale

Industrial Land – major parcel sold but not finalised for inclusion in the 2023-2024 statements.

Moama Lights:

21000 tickets sold this year with 3000 tickets purchased by locals, down on the 1st years sales and last years event was washed out. Carried over surplus will be exhausted after this year's event.

Balance Sheet – Provisions:

Calculations have not been completed for 2023-2024 statements.

Expenses from Continuing Operations:**RECOMMENDATION:****Summary of the Expenses from Continuing Operations to be provided to the ARIC.****6.2 INTERNAL AUDITS:****6.2.1 INTERNAL AUDIT - EMERGENCY MANAGEMENT & BUSINESS CONTINUITY****RECOMMENDATION:****That the report be noted.**

**MURRAY RIVER COUNCIL Audit Risk & Improvement Committee
Meeting Minutes****5 August 2024**

Significant learnings came from the 2022 floods – need to be documented

Business Continuity documents although well considered they need to be updated and the flood information captured.

Testing exercises need to be undertaken.

6.2.2 INTERNAL AUDIT - FEES AND CHARGES**RECOMMENDATION:**

That the Internal Audit – Fees and Charges scoping document be received and noted.

The Chairperson welcomed Susan Leahy – Centium to the meeting.

This Internal Audit is focussing on the Fees – Commercial activities and how we cost them and whether they are full cost recovery or only partial recovery.

Particular focus will be on the cemetery and waste gate charges.

6.2.3 ARIC ACTION PLAN**RECOMMENDATION:**

That the report be noted.

The ARIC Action Plan needs to be reviewed and consideration be given to the relevance of the older items.

6.3 GOVERNANCE MATTERS:**6.3.1 2024-2025 INSURANCE RENEWALS****RECOMMENDATION:**

That the report be noted.

Insurance excesses considered and the catch-up payments explained.
PFAS – Murray River has not identified any contaminated sites.

6.3.2 AUDIT, RISK & IMPROVEMENT COMMITTEE - GOING FORWARD**RECOMMENDATION:**

That the report be noted.

As per OLG requirements, this meeting was noted as the final meeting of the current ARIC. A new ARIC is to be formed to run for the new Council's term from September, 2024.

Richard Ham thanked the Committee and staff for their work over the past term of Council.

**MURRAY RIVER COUNCIL Audit Risk & Improvement Committee
Meeting Minutes****5 August 2024****6.4 RISK MANAGEMENT:****6.4.1 2023 JLT PUBLIC SECTOR RISK REPORT****RECOMMENDATION:****That the report be noted.**

Financial Sustainability the number one risk again in the 2023 report.

7 OTHER ITEMS:**Barham Abattoir:**

Still a few issues to be attended to – operating on a limited basis.

Council to Council approximately \$75,000

RECOMMENDATION:**Director Corporate Services to provide an update to the Committee****New Developments/Sub-Divisions:**

Need to build into Tech One a system of calculating the net benefit to Council of new developments/sub-divisions including the maintenance cost for the first 5 years.

8 CONCLUSION OF MEETING:

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 5.40 pm.

THE NEXT MEETING OF MURRAY RIVER COUNCIL AUDIT RISK & IMPROVEMENT COMMITTEE (ARIC) WILL BE HELD IN THE NEW TERM OF THE COUNCIL.

THESE MINUTES ARE SIGNED AS A TRUE AND ACCURATE RECORD FO THE PROCEEDINGS OF THE AUDIT RISK & IMPROVEMENT COMMITTEE (ARIC) OF THE MURRAY RIVER COUNCIL HELD ON MONDAY, 5 AUGUST 2024, IN ACCORDANCE WITH A RESOLUTION OF THE COMMITTEE ON 2 SEPTEMBER 2024

..... CHAIR

9.2.3 DISCLOSURES OF INTEREST

File Number: -

Author: Sandra Gordon, Manager Governance & Risk

Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

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

BACKGROUND

Council's Code of Conduct (Councillors) Policy V#4 (POL-100.1) and the Code of Conduct (Employees) Policy V#4 (POL-100.2) includes the following information:

DISCLOSURE OF INTERESTS IN WRITTEN RETURNS

- P2.9 A Councillor must make and lodge with the CEO a return in the form set out in Schedule 2 to this Code, disclosing the designated person's interests as specified in Schedule 1 to this Code within 3 months after:
- a) becoming a Councillor; and
 - b) 30 June of each year; and
 - c) the Councillor becoming aware of an interest they are required to disclose under Schedule 1 that has not been previously disclosed in a return lodged under paragraphs a) or b).
- P2.10 A Councillor need not make and lodge a return under Clause P2.9 paragraphs a) and b) if:
- a) they made and lodged a return under that Clause in the preceding three (3) months, or
 - b) they have ceased to be a designated person in the preceding three (3) months.
- P2.11 A Councillor must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.
- P2.12 The CEO must keep a register of returns required to be made and lodged with the CEO.
- P2.13 Returns required to be lodged with the CEO under Clause P2.9 a) and b) must be tabled at the **first meeting of the Council after the last day the return is required to be lodged.**
- P2.14 Returns required to be lodged with the CEO under Clause P2.9 c) must be tabled at the next Council meeting after the return is lodged.
- P2.15 Information contained in returns made and lodged under Clause P2.9 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

A designated person is described as:

Designated Persons include:

- a) the CEO
- b) other senior staff Council for the purposes of Section 332 of the Act
- c) a person (other than a member of the senior staff of Council) who is a member of staff of Council or a delegate of Council and who holds a position identified by Council as the position of a Designated Person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest
- d) a person (other than a member of the senior staff of Council) who is a member of a committee of Council identified by Council as a committee whose members are Designated Persons because the functions of the committee involve the exercise of Council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

DISCUSSION

Chapter 14 of the Local Government Act 1993 (NSW) and Clause 2.13 of Council's Code of Conduct Policy, indicates that Council must table the Disclosures of Interest for Designated Persons Returns at the first meeting of Council after the 30 September each year.

Accordingly, all Disclosure of Interest Returns, submitted to Council after the 1st July 2024, are being tabled at this meeting.

Due to the timing of the recent Council elections and the first Council Meeting (8 October 2024), at the time of writing this report, none of the newly elected Councillors had submitted their Returns. These Returns, when received, will be added the Disclosure of Interest Register as they come to hand.

Council's website will be updated with redacted copies of the Disclosures of Interest Returns to allow interested members of the public to view the completed returns.

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

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

BUDGETARY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Local Government Act 1993

RISK ANALYSIS

- **What can happen?**





Non-compliant with legislation and MRC policy

- **How can it happen?**
By not or incorrectly tabling the Disclosure of Interest Returns
- **What are the consequences of the event happening?**
Non-complaint, damage to Council's reputation in dealing with items at Council and other issues fairly and without bias.
- **What is the likelihood of the event happening?**
Unlikely
- **Adequacy of existing controls?**
Adequate
- **Treatment options to mitigate the risk?**
Education on Councillor's and Designated Person's responsibilities to report and also to update their Returns if their circumstances change.

CONCLUSION

By tabling these Returns, Council is compliant with the requirements of the Local Government Act 1993 (NSW) and our Code of Conduct Policies.

ATTACHMENTS

1. **2023-2024 Disclosure of Interest Returns - List of Designated Persons**  
2. **2024-2025 Disclosure of Interest Returns - List of Designated Persons**  

2023-2024 Disclosures of Interest Returns Register

Name	Position at Council
Councillors	
BILKEY, Christopher	Mayor (01/07/2023 to 27/10/2023)
CRAWLEY Francis	Mayor
COHEN, Nicole	Councillor
CROWE, Ann Louise	Councillor
GLEESON, Dennis	Councillor
GOREY, Neil	Deputy Mayor
NICHOLAS, Kronrad	Councillor
WEYRICH, Thomas	Councillor
WISE, Geoffrey	Councillor

2023-2024 DISCLOSURES OF INTEREST RETURNS REGISTER

Designated Persons	
DODDS, Terry	CEO
BOND Jack	Director - Infrastructure
CROFT, Rod	Director – Planning & Environment
FERNANDO Stephen	Director – Corporate Services
RYAN Sarah	Director – Economic & Community Development
BARRY, Suzanna	ARIC Committee Member
HAM, Richard	ARIC Committee Member
SUTHERLAND Vicki (Jean)	ARIC Committee Member
BAKER, Luke	Ranger
BEST, Melissa	Environmental Health Coordinator
BUCKLEY, Karen	Manager – Local Connections
BULMER, Glen	Manager – Buildings and Property
CHALMERS, Nicole	Financial Controller

murray river
council**2023-2024 DISCLOSURES OF INTEREST RETURNS REGISTER**

CROFT Zoe	Manager – Community Engagement
ENSINK, Hannah	Management Accountant
VACANT	Senior Strategic Planner
GUILFOYLE, John	Placemaker
GODFREY, Chris	Manager – Fleet, Plant & Stores
GOODSELL, Brodie	Manager – Strategic Asset
GORDON, Sandra	Manager – Governance & Risk
GULLAN, Leah	Contract – Environmental Health Officer
GUNARATHNA, Gayan	Project Engineer
HAYWARD, Rebecca	Manager – Economic Development & Tourism
HOLMES, Brian	Manager – Waste & Compliance
HORE, John	Project Manager
HUGHES, Daniel	Manager – Projects Office
KEOGH, Luke	Manager – Parks & Biosecurity

murray river
council**2023-2024 DISCLOSURES OF INTEREST RETURNS REGISTER**

LEERSON, Shane	Ranger
LEES, Jodi	Manager – Customer Service
LEYONHJELM, Lindy	Executive Assistant
MacDONALD, Jacob	Building Surveyor
MacFARLANE Jess	Manager – Development Services
McKINNON, Harvey	Senior Building Surveyor
MOLLER, Julie	Chief Financial Officer
O'BRIEN, Christopher	Senior Town Planner (Statutory / Strategic)
O'DONNELL, Bernie	Project Manager
O'FARRELL, Elizabeth	Superintendent Compliance
ORR, Leanne	Manager – Community Services (Acting)
OWEN, John	Project Coordinator
RODRIGUEZ, Samantha	Chief Legal Counsel / Procurement
ROGERSON, Jack	Assistant Building Surveyor

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council

2023-2024 DISCLOSURES OF INTEREST RETURNS REGISTER

ROWDEN, Marnie	Chief People Officer
SHERMAN, Matt	Project Manager
SMITH, Philip	Manager – Water & Wastewater
TAYLES, Daniel	LG Approvals Officer
THOMPSON, Michael	Chief Information Officer
THOMPSON, Ricki	Manager - Works
WILLIAMS, Amanda	Ranger
WILLIS, Trevor	Project Manager

2024-2025 Disclosures of Interest Returns Register

Name	Position at Council
Councillors	
HARVIE, John	Mayor (8 th October onwards)
CRAWLEY Francis	Mayor (1 st July to 14 th September)
GOREY, Neil	Deputy Mayor
ALLAN, Joy	Councillor (8 th October onwards)
BERRYMAN, Kylie	Councillor (8 th October onwards)
CAMPBELL, Gen	Councillor (8 th October onwards)
COHEN, Nicole	Councillor (1 st July to 14 th September)
CROWE, Ann Louise	Councillor (1 st July to 14 th September)
GLEESON, Dennis	Councillor

murray river
council**2024-2025 DISCLOSURES OF INTEREST RETURNS REGISTER**

HURN, Bianca	Councillor (8 th October onwards)
NICHOLAS, Kronrad	Councillor (1 st July to 14 th September)
PAPPIN, Gary	Councillor (8 th October onwards)
WEYRICH, Thomas	Councillor (1 st July to 14 th September)
WISE, Geoffrey	Councillor

Designated Persons

DODDS, Terry	CEO
BOND Jack	Director - Infrastructure
CROFT, Rod	Director – Planning & Environment
FERNANDO Stephen	Director – Corporate Services
RYAN Sarah	Director – Economic & Community Development
BARRY, Suzanna	ARIC Committee Member
HAM, Richard	ARIC Committee Member

murray river
council~~2024-2025 DISCLOSURES OF INTEREST RETURNS REGISTER~~

SUTHERLAND Vicki (Jean)	ARIC Committee Member
BAKER, Luke	Ranger
BEST, Melissa	Environmental Health Coordinator
BUCKLEY, Karen	Manager – Local Connections
BULMER, Glen	Manager – Buildings and Property
CHALMERS, Nicole	Financial Controller
CROFT Zoe	Manager – Community Engagement
ENSINK, Hannah	Management Accountant
VACANT	Senior Strategic Planner
GUILFOYLE, John	Placemaker
GODFREY, Chris	Manager – Fleet, Plant & Stores
GOODSELL, Brodie	Manager – Strategic Asset
GORDON, Sandra	Manager – Governance & Risk
GULLAN, Leah	Contract – Environmental Health Officer

murray river
council~~2024-2025 DISCLOSURES OF INTEREST RETURNS REGISTER~~

GUNARATHNA, Gayan	Project Engineer
HAYWARD, Rebecca	Manager – Economic Development & Tourism
HOLMES, Brian	Manager – Waste & Compliance
HORE, John	Project Manager
HUGHES, Daniel	Manager – Projects Office
KEOGH, Luke	Manager – Parks & Biosecurity
LEERSON, Shane	Ranger
LEES, Jodi	Manager – Customer Service
LEYONHJELM, Lindy	Executive Assistant
MacDONALD, Jacob	Building Surveyor
MacFARLANE Jess	Manager – Development Services
McKINNON, Harvey	Senior Building Surveyor
MOLLER, Julie	Chief Financial Officer
O'BRIEN, Christopher	Senior Town Planner (Statutory / Strategic)

murray river
council**2024-2025 DISCLOSURES OF INTEREST RETURNS REGISTER**

O'DONNELL, Bernie	Project Manager
O'FARRELL, Elizabeth	Superintendent Compliance
ORR, Leanne	Manager – Community Services (Acting)
OWEN, John	Project Coordinator
RODRIQUEZ, Samantha	Chief Legal Counsel / Procurement
ROGERSON, Jack	Assistant Building Surveyor
ROWDEN, Marnie	Chief People Officer
SHERMAN, Matt	Project Manager
SMITH, Philip	Manager – Water & Wastewater
TAYLES, Daniel	LG Approvals Officer
THOMPSON, Michael	Chief Information Officer
THOMPSON, Ricki	Manager - Works
WILLIAMS, Amanda	Ranger
WILLIS, Trevor	Project Manager

9.2.4 2024-2025 SCHEDULE OF FEES - UPDATED**File Number:** -**Author:** Nikki Chalmers, Financial Controller**Authoriser:** Stephen Fernando, Director Corporate Services**RECOMMENDATION**

That Murray River Council (Council) provisionally resolve (subject to public display of the Updated 2024-25 Schedule of Fees for 28 days), in keeping with Chapter 15, Part 10 the Local Government Act 1993, to adopt the Schedule of Fees as appearing as Attachment 1 to this report.

BACKGROUND

Section 202 of the Local Government (General) Regulation 2021 (Regulation) requires councils to maintain a system of budgetary controls. A key element of a budget is the revenue that Murray River Council (Council) expects to raise through its Rates, Charges and Fees.

DISCUSSION

Council resolved to approve the 2024-2025 Schedule of Fees at its meeting held 25 June 2024, it has since been reviewed and the below fees were found to be missing from the approved Schedule of Fees.

Koraleigh Recreation Reserve: Pavilion Hire \$50 per day

The Koraleigh Recreation Reserve Section 355 Committee regularly hire the small Pavilion out to community for meetings and small gatherings. Currently no fee is included for this hire in Councils fees and charges. The intent of this fee is for the S355 Committee to apply the fees to recoup costs associated with cleaning and maintenance of the building. This fee has been discussed with the Committee and endorsed at meetings.

Bunnaloo Recreation Reserve: Hall Hire: \$55 per day

The Bunnaloo Recreation Reserve Section 355 Committee regularly hire the Hall out to community for meetings and community events. Currently no fee is included for this hire in Councils fees and charges. The intent of this fee is for the S355 Committee to apply the fees to recoup costs associated with cleaning and maintenance of the Hall.

Moulamein Centennial Reserve: Hire of Multi-purpose Shelter - \$250 Per Day

The multi-purpose shelter is a new asset that currently has no applicable fee for hiring. With increased interest for hiring this space a fee is required for council to recoup costs associated with cleaning and maintenance in preparation for events and meetings. Prior to the S355 being dissolved the introduction of a fee for hire was recommended by the Committee at the time.

Attachment 1, has been updated to include the above in the Schedule of Fees.

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

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

BUDGETARY IMPLICATIONS

The final adoption of these resolutions will provide the necessary authority to issue fees & charges for the relevant hire charges.

Rates, Charges and Fees together constitute around half of total **Council** revenue and is an important element to enable **Council** to continue to deliver its services to the community.

POLICY IMPLICATIONS

Murray River Council Revenue Policy 2024-25 (POL-214)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993. (Act)

Local Government (General) Regulations 2021. (Regulation)

RISK ANALYSIS

- **What can happen?**
 1. Failure to issue Charges & Fees will have financial implications and compromise the ability of Council to deliver its services to the community.
 2. Increases in Charges & Fees could generate negative feedback and compromise the reputation of Council. Not raising adequate revenue, on the other hand, could compromise the medium to long term financial sustainability of Council.
- **How can it happen?**
 1. Failure to abide by the legislative and regulatory requirements.
 2. Not adequately communicating the drivers and the basis of setting rates.
- **What are the consequences of the event happening?**
 1. Financial loss to Council.
- **What is the likelihood of the event happening?**
 1. Unlikely due to mitigation actions taken.
 2. Possible to Likely
- **Adequacy of existing controls?**

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

Preparation of a fit for purpose operating plan and budget. Possible checks to ensure legislative compliance has been carried out.

CONCLUSION

It is in the financial and operational interest of **Council** and the wider community to adopt the resolution(s) as proposed (to be incorporated into the 2024-25 Revenue Policy) in this report which will enable **Council** to continue to deliver its services in a financially sustainable manner.

ATTACHMENTS

1. **2024-25 Fees and Charges (under separate cover)** 

9.2.5 FINANCIAL REPORT - UNAUDITED FY 24/25 PERIOD ENDING 30 SEPTEMBER 2024

File Number: -

Author: Nikki Chalmers, Management Accountant

Authoriser: Stephen Fernando, Director Corporate Services

RECOMMENDATION

That Murray River Council (Council) resolve to receive the Monthly Financial Report for the period to September 2024 (FY 2024/25) and note its contents.

BACKGROUND

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.

DISCUSSION

Please see Monthly Financial Report appearing as Attachment 1 and the Monthly Financial Statements appearing as Attachment 2.

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

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

BUDGETARY IMPLICATIONS

As summarised in the Monthly Financial Report.

POLICY IMPLICATIONS

Murray River Council Investment Policy (POL203).

Murray River Council Risk Management Policy (POL200).

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

Local Government (General) Regulations 2021.

RISK ANALYSIS

- **What can happen?**

Budget financial thresholds are not met.

- **How can it happen?**



Revenue shortfalls and/or cost overruns.

- **What are the consequences of the event happening?**
Negative financial impact on Council
- **What is the likelihood of the event happening?**
Possible
- **Adequacy of existing controls?**
Adequate
- **Treatment options to mitigate the risk?**
Deficit reduction measures are in place.

CONCLUSION

That Council receive the Monthly Financial Report as detailed in Attachment 1 and the Monthly Financial Statements as detailed in attachment 2 for the current financial year and note its contents.

ATTACHMENTS

1. **Monthly Report - September 2024** [!\[\]\(9a53fe79a03d38d8322f7a2c5a875b36_img.jpg\)](#) 
2. **Financial Statements (Unaudited) - September 2024** [!\[\]\(e08cd99387e13601e6c12f535030ab90_img.jpg\)](#) 

Monthly Financial Report

Financial Year: 2024-25

Period Ending: 30 September 2024



BACKGROUND

This report provides the unaudited financial performance and position of Murray River Council for the period to the end of September 2024 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 deficit stood at \$2.7M after charging depreciation (What We Set-aside for Asset Renewals) of \$5.086M.

Net earnings are \$18.7M when Capital Revenue is added to the operating deficit.

Table 1: Income & Expenditure Statement:

	2023/24 Unaudited	2024/25 Budget	2024/25 YTD Actual	% of Budget Achieved
What We Levied Our Ratepayers	21,554	24,528	6,163	25%
What We Invoiced our Customers	12,940	12,015	1,872	16%
What We Rcvd. as Grants & Subsidies	20,155	19,149	3,277	17%
What We Rcvd. as Interest from Investment	3,026	1,639	771	47%
Our Other Revenue	1,965	2,252	877	39%
Our Total Recurrent Earnings	59,640	59,584	12,960	22%
What We Spent on Our Staff	21,181	21,055	5,412	26%
What We Spent on Our Suppliers	21,493	27,570	5,129	19%
Our Total Direct Spend	42,674	48,625	10,541	22%
What We Paid Our Bankers	348	34	9	27%
What We Set-aside for Asset Renewals	21,028	20,344	5,086	25%
Our Operating Surplus/(Deficit)	(4,410)	(9,420)	(2,676)	28%
Our Capital Revenue	54,202	11,808	1,430	12%
Our Capital Expenses	7,611	(3,016)	(100)	-
Our Capital Surplus/(Deficit)	46,591	14,824	1,530	10%
Our Net Earnings	42,181	5,404	(1,146)	-21%

Monthly Financial Report

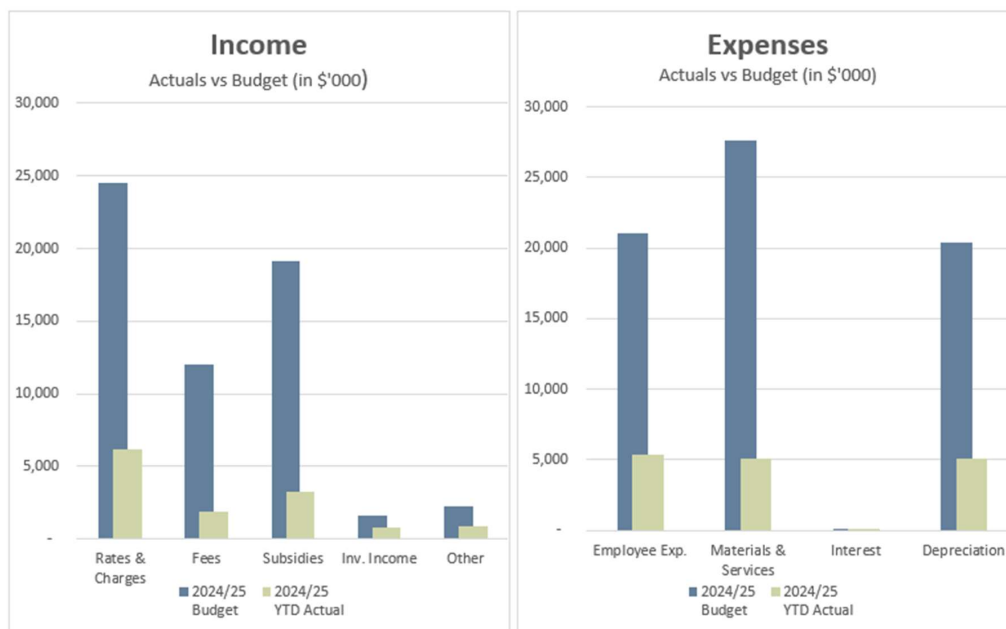
FY 2024-25, to 30 September 2024



Income & Expenditure

- With the Financial Assistance Grant (being the primary source of operational grant revenue) received in late June, the actual v budget is below target.
- What we have invoiced our Customers actual is lower than expected due to there being no Water billing invoices in FY25 as yet, these are done on a 4 monthly cycle.
- Majority of the other revenue items have tracked on target or above.
- Expenses are tracking as expected.
- The unfavourable position of the Operating Deficit of \$2.6m in comparison to the budget is predominately due to the lower operating grants received and lower invoices to our customers at the date of the report being compiled.

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



Monthly Financial Report

FY 2024-25, to 30 September 2024



COMMUNITY WEALTH

Details the value of resources Council has, to service our community. Net Community wealth at the end of the period stood at \$1.153B.

Table 2 : Statement of Financial Position

	2023/24 Unaudited	2024/25 Budget	2024/25 YTD Actual
What We Own	1,102,346	999,553	1,101,899
Inventory We Hold	7,590	537	7,606
What We are Owed	15,004	12,800	7,489
What We Have in Bank	59,239	54,422	61,795
Our Total Assests	1,184,179	1,067,312	1,178,789
What We Owe Our Suppliers	9,796	7,104	4,600
What We Owe Our Lenders	5,753	1,789	6,472
Other Liabilities	14,648	11,589	14,879
Our Total Liabilities	30,197	20,482	25,951
Our Community Wealth	1,153,982	1,046,829	1,152,838

- The increase of approx. \$4.5m between Budget and Actual for What We Owe our Lenders predominately relates to Contract Liabilities not being budgeted for. Contract Liabilities relates 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 bank) has increased due to the Financial Assistance Grant being received in late June 2024. The cash balances remain at satisfactory levels, noting that a sizeable portion of the investments are restricted for specific purposes. (see investments report).

CAPITAL DELIVERY

Council's approved budgeted capital allocation is \$31,838m for 2024/25. As of September 2024, Council has delivered around 15% of the annual capital budget excluding commitments for 2024/25, totalling \$4.7 million.

Monthly Financial Report

FY 2024-25, to 30 September 2024



LIQUID ASSETS & RESERVES

Shown below are the movements in liquid asset balances and investments for the period ending 30 September 2024.

Table 3: Movement of Liquid Assets

DETAILS	JULY 2024	AUGUST 2024	SEPTEMBER 2024
Cash Book Balance B/Fwd	\$11,072,381	\$9,880,140	\$10,035,592
Add income for month	\$5,919,633	\$13,553,907	\$5,038,501
Deduct expenditure for month	\$7,111,873	\$13,398,456	\$10,193,503
CASH AVAILABLE	\$9,880,140	\$10,035,592	\$4,880,590
Redeem/(Purchase) Investments	(\$6,750,000)	(\$3,500,000)	(\$4,500,000)
CASH BOOK BALANCE	\$3,130,140	\$6,535,592	\$380,590
Add on-call account	\$1,956,249	\$2,464,673	\$1,470,561
Add investments - Deposits	\$48,750,000	\$52,250,000	\$56,750,000
Add investments - Shares	\$2,010	\$2,010	\$2,010
CASH POSITION	\$53,838,399	\$61,252,275	\$58,603,161
As per Bank Statements	\$6,771,013	\$8,409,334	\$1,786,526

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

Table 4: Breakdown of Reserves

Breakdown of Cash & Restricted Assets (Reserves) by Fund

Funds	General	Water	Sewer	Waste	Total
Unrestricted	(\$5,366,026)	\$3,312,307	\$9,249,999	\$2,522,635	\$9,718,915
Internally Restricted	\$7,880,892	\$2,028,068	\$9,223,459	\$1,125,469	\$20,257,888
Externally Restrictcd	\$18,834,398	\$3,695,553	\$3,750,566	\$2,345,841	\$28,626,358
Total	\$21,349,264	\$9,035,928	\$22,224,024	\$5,993,945	\$58,603,161

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

Monthly Financial Report

FY 2024-25, to 30 September 2024



Table 5: Details of Internally Restricted Reserves

Internal Restricted Assets	General Fund	Water Fund	Sewer Fund	Waste Fund	Total
Buildings	\$237,040	-	-	-	\$237,040
Bushfire Services	\$45,278	-	-	-	\$45,278
Caravan Parks	\$242,473	-	-	-	\$242,473
Carryover Works	\$2,156,587	-	-	-	\$2,156,587
Cemeteries	\$80,676	-	-	-	\$80,676
Community Services	\$290,218	-	-	-	\$290,218
Council Contribution - Co Funding Grants	\$200,000	-	-	-	\$200,000
Economic Development	-	-	-	-	-
Employee Leave Entitlements	\$1,623,404	-	-	-	\$1,623,404
Financial Assistance Grants	-	-	-	-	-
Heritage Buildings	\$18,495	-	-	-	\$18,495
Infrastructure Works	\$1,067,972	\$2,028,068	\$9,223,459	-	\$12,319,499
Internal Other	-	-	-	-	-
Levee Bank	\$339,764	-	-	-	\$339,764
Moama Lights	-	-	-	-	-
Office Equipment/ IT	\$178,727	-	-	-	\$178,727
Parks & Recreation	\$172,836	-	-	-	\$172,836
Plant Fund	\$615,601	-	-	-	\$615,601
Public Halls	\$91,554	-	-	-	\$91,554
Quarries	\$368,866	-	-	-	\$368,866
Risk Management	\$12,500	-	-	-	\$12,500
S355 Committees	\$23,486	-	-	-	\$23,486
Software	\$14,270	-	-	-	\$14,270
Staff Housing	-	-	-	-	-
Stormwater	\$101,145	-	-	-	\$101,145
Waste Management Int	-	-	-	\$1,125,469	\$1,125,469
	\$7,880,892	\$2,028,068	\$9,223,459	\$1,125,469	\$20,257,888

Table 6: Details of Externally Restricted Reserves

External Reserves	General Fund	Water Fund	Sewer Fund	Waste Fund	Total
Unspent Grants	\$14,150,975	\$75,000	\$27,333	\$90,356	\$14,343,664
Unspent Loan Funds	-	-	-	-	-
Section 64/94	\$4,407,849	\$3,392,697	\$3,723,233	\$200,136	\$11,723,915
Community Services Ext	\$76,649	-	-	-	\$76,649
Land Management	\$134,638	-	-	-	\$134,638
Water Purchase	-	\$227,856	-	-	\$227,856
Waste Management Ext	-	-	-	\$2,055,349	\$2,055,349
Other	\$64,287	-	-	-	\$64,287
	\$18,834,398	\$3,695,553	\$3,750,566	\$2,345,841	\$28,626,358

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

Stephen Fernando
Director of Corporate Services

Monthly Financial Report

FY 2024-25, to 30 September 2024



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

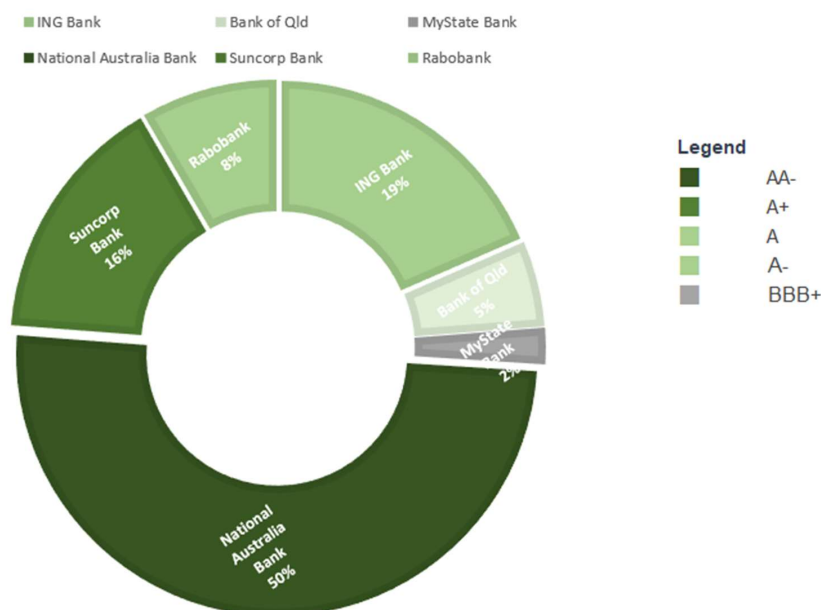
As per the Local Government (General) Regulation 2021 – Reg212(1)(b), all investments have been made in accordance with the Act, applicable Regulations, and council's investment policy.

Stephen Fernando
Director of Corporate Services

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	\$ 10,500,000	18.50%
Bank of Qld	\$ 3,000,000	5.29%
MyState Bank	\$ 1,250,000	2.20%
National Australia Bank	\$ 28,500,000	50.22%
Suncorp Bank	\$ 8,750,000	15.42%
Rabobank	\$ 4,750,000	8.37%
	\$56,750,000	100.00%



Monthly Financial Report

FY 2024-25, to 30 September 2024



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-	BBB	Total
from 4.76% to 5.00%	\$5,000,000	\$3,000,000	\$7,000,000	\$1,000,000		\$16,000,000
from 5.01% to 5.25%	\$10,750,000	\$5,750,000	\$7,000,000	\$1,000,000	\$1,250,000	\$25,750,000
from 5.26% to 5.50%	\$7,750,000	-	\$6,250,000	\$1,000,000		\$15,000,000
	\$23,500,000	\$8,750,000	\$20,250,000	\$3,000,000	\$1,250,000	\$56,750,000



Monthly Financial Report

FY 2024-25, to 30 September 2024



The maturity profile of the investments are as follows.

Table 9: Maturity Profile

Maturity Dates	AA-	A+	A	A-	BBB	Total
October 2024	\$1,000,000	\$1,500,000	\$750,000	\$1,000,000	-	\$4,250,000
November 2024	\$3,000,000	-	\$750,000	-	-	\$3,750,000
December 2024	\$3,000,000	-	\$1,000,000	\$1,000,000	-	\$5,000,000
January 2025	-	\$1,500,000	\$1,500,000	-	-	\$3,000,000
February 2025	\$1,500,000	-	\$2,750,000	\$1,000,000	-	\$5,250,000
March 2025	\$2,250,000	\$2,500,000	-	-	-	\$4,750,000
April 2025	\$3,000,000	\$1,000,000	\$1,000,000	-	-	\$5,000,000
May 2025	\$1,250,000	\$2,000,000	-	-	\$1,250,000	\$4,500,000
June 2025	\$2,000,000	\$4,750,000	-	-	-	\$6,750,000
July 2025	\$3,500,000	\$2,000,000	\$1,000,000	-	-	\$6,500,000
August 2025	\$3,000,000	\$1,000,000	-	-	-	\$4,000,000
September 2025	-	\$3,000,000	-	-	-	\$3,000,000
December 2025	-	\$1,000,000	-	-	-	\$1,000,000
	\$23,500,000	\$20,250,000	\$8,750,000	\$3,000,000	\$1,250,000	\$56,750,000

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.

The current position is to only invest in ADI's that are rated AA- 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 2025

from period 01 July to 30 September 2024



CY Budget	\$'000	Notes	CY Actual YTD	PY Actual Unaudited
Income from continuing operations				
24,528	Rates and annual charges	B2-1	6,163	21,554
12,015	User charges and fees	B2-2	1,872	12,940
1,182	Other revenue	B2-3	720	1,363
19,149	Grants and contributions provided for operating purposes	B2-4	3,277	20,155
11,808	Grants and contributions provided for capital purposes	B2-4	1,430	54,202
1,639	Interest and investment income	B2-5	771	3,026
1,070	Other income	B2-6	157	602
71,391	Total income from continuing operations		14,391	113,843
Expenses from continuing operations				
21,055	Employee benefits and on-costs	B3-1	5,412	21,181
26,470	Materials and services	B3-2	4,913	20,393
34	Borrowing costs	B3-3	9	348
		B3-4		
20,344	Depreciation, amortisation and impairment for non-financial assets		5,086	21,028
1,100	Other expenses	B3-5	216	1,100
(3,016)	Net losses from the disposal of assets	B4-1	(100)	7,611
65,988	Total expenses from continuing operations		15,536	71,662
5,404	Operating result from continuing operations		(1,146)	42,181
5,404	Net operating result for the year attributable to Council		(1,146)	42,181
(6,404)	Net operating result for the year before grants and contributions provided for capital purposes		(2,576)	(12,021)

Murray River Council

Statement of Financial Position

for the year ended 30 June 2025

from period 01 July to 30 September



CY Budget	\$'000	Notes	CY Actual YTD	PY Actual Unaudited
ASSETS				
Current assets				
4,489	Cash and cash equivalents	C1-1	2,015	14,847
49,644	Investments	C1-2	57,970	43,220
12,800	Receivables	C1-4	7,489	15,004
537	Inventories	C1-5	513	497
	Current assets classified as held for sale	C1-7	7,093	7,093
289	Other	C1-11	1,811	1,172
67,759	Total current assets		76,890	81,834
Non-current assets				
2	Investments	C1-2	2	2
493	Receivables	C1-4	17	17
325	Inventories	C1-5		
988,122	Infrastructure, property, plant and equipment	C1-8	1,088,343	1,088,790
10,610	Intangible Assets	C1-10	13,537	13,537
	Investments accounted for using the equity method	D2-2		
999,553	Total non-current assets		1,101,899	1,102,346
1,067,312	Total assets		1,178,789	1,184,179
LIABILITIES				
Current liabilities				
7,104	Payables	C3-1	4,600	9,796
	Contract liabilities	C3-2	4,528	3,697
184	Lease liabilities	C2-1	133	180
272	Borrowings	C3-3	268	267
3,808	Employee benefit provisions	C3-4	4,681	4,249
1,394	Provisions	C3-5		
12,762	Total current liabilities		14,211	18,188
Non-current liabilities				
184	Lease liabilities	C2-1	188	188
1,150	Borrowings	C3-3	1,354	1,422
398	Employee benefit provisions	C3-4	170	372
5,989	Provisions	C3-5	10,027	10,027
7,720	Total non-current liabilities		11,740	12,009
20,482	Total liabilities		25,951	30,197
1,046,829	Net assets		1,152,838	1,153,982

Murray River Council

Statement of Financial Position

for the year ended 30 June 2025

from period 01 July to 30 September



CY Budget	\$'000	Notes	CY Actual YTD	PY Actual Unaudited
	EQUITY			
5,404	Current years surplus		(1,146)	42,181
745,736	Accumulated surplus		787,786	745,604
295,690	IPPE revaluation reserve		366,197	366,197
<u>1,046,829</u>	Council equity interest		<u>1,152,838</u>	<u>1,153,982</u>
<u>1,046,829</u>	Total equity		<u>1,152,838</u>	<u>1,153,982</u>

9.2.6 FINANCIAL DELEGATIONS - CEO**File Number:** -**Author:** Sandra Gordon, Manager Governance & Risk**Authoriser:** Stephen Fernando, Director Corporate Services**RECOMMENDATION**

That Council grants to the CEO:

1. A purchasing delegation of up to \$500,000 **AND**
2. Authority to approve the payment of budgeted items essential to Council as listed in the Delegation of Authority (Council to Mayor and CEO) Policy.

BACKGROUND

In the current Delegations of Authority (Mayor and CEO) Policy (POL-102) Version 5.1, the CEO has no purchasing delegation.

At the Ordinary Council Meeting held on the 23 January 2024, the CEO was granted a temporary purchasing threshold of \$500,000 for a 12-month period – from the 14 September 2022 to the 13 September 2023, in response to the flooding event being declared a natural disaster.

No:	Delegation	Resolution
1	Additional Delegation approved by Council – granted to the CEO Disaster Recovery Provisions	080123

Authority to approve prescribed expenditure to assist Council with a natural disaster response. In line with Section 55(3) (n) (i) of the Local government Act 1993 and Section 170A of the Local Government Regulations 2021.

To be automatically rescinded 12 months post the declaration of the natural disaster – flooding on the 14 September 2022

Local Government Regulations 2021**170A Prescribed expenditure to assist council with natural disaster response**

- (1) For the Act, section 55(3)(n)(i), the amount of \$500,000 is prescribed, but only for a contract that—
 - (a) is primarily for the purpose of response to or recovery from a declared natural disaster, and
 - (b) is entered into within 12 months after the date on which the natural disaster is declared.

DISCUSSION

Council has not in the past set a purchasing threshold for the CEO in the Delegation of Authority (Council to Mayor and CEO) Policy.

In Council's Delegation of Authority (CEO to Employees) Policy V#7, the CEO has a financial delegation of up to \$249,999, as do all the Directors.

This amount of financial delegation directly reflects the tendering requirements as set down in the Local Government Act 1993 and to a lesser degree the Local Government (General) Regulation 2021.

As outlined below:

Local Government Act 1993**Part 3 Restraints and qualifications that apply to service functions****Division 1 Tendering****55 Requirements for tendering**

- (1) A council must invite tenders before entering into any of the following contracts—
 - (a) a contract to carry out work that, by or under any Act, is directed or authorised to be carried out by the council,
 - (b) a contract to carry out work that, under some other contract, the council has undertaken to carry out for some other person or body,
 - (c) a contract to perform a service or to provide facilities that, by or under any Act, is directed or authorised to be performed or provided by the council,
 - (d) a contract to perform a service or to provide facilities that, under some other contract, the council has undertaken to perform or provide for some other body,
 - (e) a contract for the provision of goods or materials to the council (whether by sale, lease or otherwise),
 - (f) a contract for the provision of services to the council (other than a contract for the provision of banking, borrowing or investment services),
 - (g) a contract for the disposal of property of the council,
 - (h) a contract requiring the payment of instalments by or to the council over a period of 2 or more years,
 - (i) any other contract, or any contract of a class, prescribed by the regulations.
- (2) Tenders are to be invited, and invitations to tender are to be made, by public notice and in accordance with any provisions prescribed by the regulations.
- (2A) Nothing in this section prevents a council from tendering for any work, service or facility for which it has invited tenders.
- (3) **This section does not apply to the following contracts—**
 - (a) subject to the regulations, a contract for the purchase of goods, materials or services specified by a person prescribed by the regulations made with another person so specified, during a period so specified and, if a rate is so specified, at a rate not exceeding the rate so specified,
 - (b) a contract entered into by a council with the Crown (whether in right of the Commonwealth, New South Wales or any other State or a Territory), a Minister of the Crown or a statutory body representing the Crown,
 - (c) a contract entered into by a council with another council,
 - (d) a contract for the purchase or sale by a council of land,
 - (e) a contract for the leasing or licensing of land by the council, other than the leasing or licensing of community land for a term exceeding 5 years to a body that is not a non-profit organisation (see section 46A),
 - (f) a contract for purchase or sale by a council at public auction,
 - (g) a contract for the purchase of goods, materials or services specified by the NSW Procurement Board or the Department of Administrative Services of the Commonwealth, made with a person so specified, during a period so specified and, if a rate is so specified, at a rate not exceeding the rate so specified,
 - (h) a contract for the employment of a person as an employee of the council, (i) a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders,
 - (j) contract for which, because of provisions made by or under another Act, a council is exempt from the requirement to invite a tender,

- (k) a contract made in a case of emergency,
- (l) a contract to enter into a public-private partnership,
- (m) if a council has entered into a public-private partnership—a contract entered into by the council for the purposes of carrying out a project under the public-private partnership (but only to the extent that the contract is part of the project that has been assessed or reviewed under Part 6 of Chapter 12),
- (n) a contract involving an estimated expenditure or receipt of an amount of—
 - (i) less than \$250,000 or another amount as may be prescribed by the regulations, or
 - (ii) less than \$150,000 or another amount as may be prescribed by the regulations for a contract involving the provision of services where those services are, at the time of entering the contract, being provided by employees of the council,
- (o) a contract that is an environmental upgrade agreement (within the meaning of Part 2A),
- (p) a contract or arrangement between a council and the Electoral Commissioner for the Electoral Commissioner to administer the council's elections, council polls and constitutional referendums,
- (q) a contract made with a person or body approved as a disability employment organisation under the Public Works and Procurement Act 1912 for the purchase of goods or services in relation to which the person or body is so approved.

The granting of this financial delegation to the CEO, does not affect, in any way, the tendering requirements that are outlined in the Local Government Act 1993.

Currently, it is unclear whether the CEO has the delegated authority to sign off on the payment of invoices, in excess of \$250,000, that sit outside of a tender approved by Council.

In addition to an increase in their purchasing threshold, it is requested that the CEO be granted authority to approve the payment of budgeted items essential to efficient operations of Murray River Council.

At the July 2024 Ordinary Council meeting reports were included in the Business Papers for ratification of the payment of Council's Insurances and Workers compensation invoices, both of which were in excess of \$1 million each – these were Item 9.2.2 – Insurance Renewals and Item 9.2.3 – Workcover Renewals.

Additional items that would require this authority would be payment of telecommunications, power and fuel accounts.

In previous years, these payments were not brought to Council for ratification.

Both recommendations outlined in this report will provide the CEO, and Council generally, with the abilities to better attend to the day-to-day requirements of Council and will streamline the procurement processes.

If approved, the Delegations of Authority (Council to Mayor and CEO) Policy will be amended and include an additional addendum item at the end to reflect this recommendation.

Council is required to review all its policies within the first 12 months of the new Council term – the full Delegations of Authority (Council to Mayor and CEO) Policy will be submitted to the Council for approval within these timelines and the proposed amendments listed here will be incorporated into this Policy.

STRATEGIC IMPLICATIONS

2. Strategic Theme 2: A Place of Progressive Leadership

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

BUDGETARY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS**RISK ANALYSIS**

- **What can happen?**
 - Limited increase in the risks associated with purchasing goods and services.
- **How can it happen?**
 - Lack of controls on the procurement processes – particularly in Tech One.
- **What are the consequences of the event happening?**
 - At worst financial loss or incorrect payment of invoices. However, Council has stringent controls in place to combat such activities
- **What is the likelihood of the event happening?**
 - Unlikely
- **Adequacy of existing controls?**
 - Adequate
- **Treatment options to mitigate the risk?**
 - Separation of duties in the procurement module of Tech One. Purchasing threshold that restrict users ability to override the system.

CONCLUSION

The increase in the CEO's purchasing threshold and authority to approve payment of essential invoices will benefit Council by streamlining and improving their purchasing/procurement processes. Less delays will be experienced by not having to wait for approval by Council.

ATTACHMENTS

1. **Delegation of Authority (Council to Mayor & CEO) Policy V#5.2 Draft** [↓](#) 

MURRAY RIVER COUNCIL
COUNCIL POLICY

**DELEGATIONS
OF
AUTHORITY
(MAYOR & CEO)
POLICY**

POL-102.V#5.2



**DELEGATIONS OF AUTHORITY
(MAYOR & CEO) POLICY**
POL102.V#5.1**TABLE OF CONTENTS**

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DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

1. INTRODUCTION

Delegations are a fundamental part of good governance and play an important role in ensuring that Council is acting in accordance with the legal and policy framework that applies to it.

Delegations and authorisations enable Council to carry out its functions and to be accountable for the decisions and actions taken on its behalf under specific legislative provisions. Those tasked with the responsibility to carry out a function should have the corresponding authority to carry it out.

It is important that delegations and authorisations are managed effectively to ensure decisions are validly made by a lawfully appointed delegate or authorised officer.

In accordance with Section 377 of the Local Government Act 1993 (NSW) (the 'Act'), the Council, by resolution, delegates its powers, authorities, duties and functions.

The delegations of the Council are subject to the following limitations. The delegated power, authority, duty or function being performed in accordance with:

- The applicable legislation; and
- Council policy.

The delegations of Council will remain in force until they are revoked or amended by a resolution of the Council.

The Council notes that the CEO may delegate his or her powers, authorities, duties and functions at his or her discretion.

2. POLICY OBJECTIVES

The objectives of this Policy are to:

- provide clear, guiding principles and a framework for the use of delegated authority within Murray River Council
- facilitate the efficient and effective operation of the Council by providing the Mayor, CEO, Council Committees and Council employees with sufficient power and authority to generally manage, control and administer the affairs of the Council on a day-to-day basis.
- ensure that Murray River Council complies with the requirements of the Local Government Act 1993, which defines how and what powers vested with the Council can be delegated to Council employees

3. SCOPE

This Policy

- applies to Council's Mayor, CEO and Council Committees who in the performance of their roles require delegated authority to perform their duties; and
- is to be read in conjunction with all applicable legislation and Council's documents relating to delegations.



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

4. LEGISLATION

- › Local Government Act 1993 (NSW)
- › Local Government (General) Regulations 2021 (NSW)
- › Legislation relevant to, but not limited to, this and associated documents.
- › Biodiversity Conservation Act 2016 and associated Regulation
- › Biosecurity Act 2015 and associated Regulation
- › Boarding House Act 2012 and associated Regulation
- › Building and Development Certifiers Act 2018 and associated Regulation
- › Cemeteries and Crematoria Act 2013 and associated Regulation
- › Children and Young Persons (Care and Protection) Act 1998 and associated Regulation
- › Children (Education and Care Services National Law Application) Act 2010 and associated Regulation
- › Children's Guardian Act 2019 and associated Regulation.
- › Community Land Development Act 1989 and associated Regulation
- › Community Land Development Act 2021
- › Community Land Management Act 2021 and associated Regulation
- › Companion Animals Act 1998 and associated Regulation
- › Contaminated Land Management Act 1997 and associated Regulation
- › Conveyancing Act 1919 and associated Regulation
- › Crown Land Management Act 2016 and associated Regulation
- › Design and Building Practitioners Act 2020
- › Environmental Planning and Assessment Act 1979 and Environmental Planning and Assessment Regulation 2000, Environmental Planning and Assessment Regulation 2021 and Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.
- › Fines Act 1996 and associated Regulation
- › Fire and Rescue NSW Act 1989 and associated Regulation.
- › Fluoridation of Public Water Supplies Act 1957 and associated Regulation
- › Food Act 2003 and associated Regulation
- › Government Information (Public Access) Act 2009 and associated Regulation
- › Graffiti Control Act 2008 and associated Regulation
- › Health Records and Information Privacy Act 2002 and associated Regulation
- › Heavy Vehicle National Law (NSW) and associated Regulation
- › Heritage Act 1977 and associated Regulation
- › Impounding Act 1993 and associated Regulation
- › Land Acquisition (Just Terms Compensation) Act 1991 and associated Regulation
- › Land and Environment Court Act 1979 and associated Regulation
- › Library Act 1939 and associated Regulation 2018
- › Liquor Act 2007 and associated Regulation
- › Local Government Act 1993 & Local Government (General) Regulation 2021
- › Native Title (New South Wales) Act 1994 and associated Regulation together with the Native Title Act 1993 (Cth) to the extent of any inconsistency
- › Ombudsman Act 1974 and associated Regulation
- › Plumbing and Drainage Act 2011 and associated Regulation
- › Privacy and Personal Information Protection Act 1998 and associated Regulation



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

- › Protection of the Environment Operations Act 1997 and associated Regulation
- › Protection of the Environment Operations (Waste) Regulation 2014
- › Protection of the Environment Operations (Clean Air) Regulation 2021
- › Public Health Act 2010 and associated Regulation
- › Public Interest Disclosures Act 1994 and associated Regulation
- › Public Works and Procurement Act 1912 and associated Regulation
- › Radiocommunications Act 1992 (Cth) and associated Regulation
- › Real Property Act 1900 and associated Regulation
- › Recreation Vehicles Act 1983 and associated Regulation
- › Roads Act 1993 and associated Regulation
- › Road Rules 2014
- › Road Transport Act 2013 and Road Transport (General) Regulation 2021
- › Rural Fires Act 1997 and associated Regulation
- › State Emergency and Rescue Management Act 1989 and associated Regulation
- › State Emergency Service Act 1989 and associated Regulation
- › State Records Act 1998 and associated Regulation
- › Strata Schemes Development Act 2015 and Strata Schemes Development Regulation 2016
- › Surveying and Spatial Information Act 2002
- › Swimming Pools Act 1992 and Swimming Pools Regulation 2018
- › Unclaimed Money Act 1995 and associated Regulation
- › Waste Avoidance and Resource Recovery Act 2001 and associated Regulation
- › Water Management Act 2000 and associated Regulation
- › Work Health and Safety Act 2011 and associated Regulation
- › Workers Compensation Act 1987 and associated Regulation
- › Workplace Injury Management and Workers Compensation Act 1998 and associated Regulation

5. POLICY STATEMENT

Delegations are intended to improve the efficiency of the administrative processes of Council by the assignment of authority and accountability.

A delegation may be general or limited. A delegated function may be exercised only in accordance with any conditions or limitations to which the delegation is subject.

Delegations are to be made and exercised in accordance with all applicable legislation as well as Council's Code of Conduct, policies and budget limitations.

If a delegation refers to a Council policy, it is taken to refer to the current version of that policy or the successor to that policy at the time the delegation is exercised.

If legislation referred to within a delegation is superseded by updated or new legislation, the delegation applies to the new legislation to the extent practicable.

A delegation cannot be exercised by a person who has a conflict of interest. If any conflict of interest occurs, it must be declared immediately and dealt with in accordance with Council's Code of Conduct and all relevant policies.



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

6. DELEGATION OF FUNCTIONS

This Policy provides a Delegation of Authority to support the efficient and effective operation of the Council business by setting out the delegations from Council to the Mayor and the CEO as detailed in this Policy.

Section 377 - General Power of the Council to Delegate

- (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following:
 - a) the appointment of a general manager,
 - b) the making of a rate,
 - c) a determination under section 549 as to the levying of a rate,
 - d) the making of a charge,
 - e) the fixing of a fee,
 - f) the borrowing of money,
 - g) the voting of money for expenditure on its works, services or operations,
 - h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
 - i) the acceptance of tenders to provide services currently provided by members of staff of the council,
 - j) the adoption of an operational plan under section 405,
 - k) the adoption of a financial statement included in an annual financial report,
 - l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
 - m) the fixing of an amount or rate for the carrying out by the council of work on private land,
 - n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
 - o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under Section 82A of the Environmental Planning and Assessment Act 1979,
 - p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,
 - q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
 - r) a decision under section 234 to grant leave of absence to the holder of a civic office,
 - s) the making of an application, or the giving of a notice, to the Governor or Minister,
 - t) this power of delegation,
 - u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.
- (1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if:
 - a) the financial assistance is part of a specified program, and
 - b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
 - c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
 - d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.
- (2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.
- (3) A council may delegate functions to a joint organisation only with the approval, by resolution, of the board of the joint organisation.



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

Section 378 Delegations by the General Manager

- (1) The general manager may delegate any of the functions of the general manager, other than this power of delegation.
- (2) The general manager may sub-delegate a function delegated to the general manager by the council to any person or body (including another employee of the council).
- (3) Subsection (2) extends to a function sub-delegated to the general manager by the council under section 377(2).

Section 379 Delegation of Regulatory Functions

- (1) A regulatory function of a council under Chapter 7 must not be delegated or sub-delegated to a person or body other than
 - (a) a committee of the council of which all the members are councillors or of which all the members are either councillors or employees of the council, or
 - (b) an employee of the council, or
 - (c) a county council, or
 - (d) a joint organisation.
- (2) A regulatory function of a county council under Chapter 7 must not be delegated or sub-delegated to a person or body other than
 - (a) a committee of the county council of which all the members are members of the county council or of which all the members are either members of the county council or employees of the county council, or
 - (b) an employee of the county council, or
 - (c) a council.
- (2A) A council may delegate a regulatory function to a joint organisation only with the approval, by resolution, of the board of the joint organisation.
- (3) However, if
 - (a) a regulatory function is delegated to a county council, the function may be delegated to the general manager and by the general manager to an employee of the county council, or
 - (b) a regulatory function is delegated to a council, the function may be delegated to the general manager and by the general manager to an employee of the council, or
 - (c) a regulatory function is delegated to a joint organisation; the function may be delegated to the executive officer and by the executive officer to an employee of the joint organisation

Section 380 Review of delegations

Each council must review all its delegations during the first 12 months of each term of office.

Section 381 Exercise of functions conferred or imposed on council employees under other Acts

- (1) If, under any other Act, a function is conferred or imposed on an employee of a council or on the mayor or a councillor of a council, otherwise than by delegation in accordance with this section, the function is taken to be conferred or imposed on the council.
- (2) Such a function may be delegated by the council in accordance with this Part.
- (3) A person must not, under any other Act, delegate a function to—
 - the general manager, except with the approval of the council
 - an employee of the council, except with the approval of the council and the general manager.



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

6.1 DELEGATIONS TO THE MAYOR

The Mayor, and in the absence of the Mayor, the Deputy Mayor for the period of the Mayor's absence, is delegated authority under Section 377 of the Act to exercise and/or perform on behalf of the Council the following powers, authorities, duties and functions:

Section 226 of the Local Government Act (NSW) 1993 provides as follows:- What is the role of the Mayor? (selective Clauses only)

The role of the Mayor is:

- (d) to exercise, in cases of necessity, the policy-making functions of the governing body of the Council between the meetings of the Council;
- (e) to preside at meetings of the Council;
- (l) to carry out the civic and ceremonial functions of the mayoral office;
- (o) to exercise other such functions of the Council as the Council determines:

Delegation	Legislation
Conferring Powers or Duties To give effect to the law, Council's adopted policies, resolutions and directions, provided that such delegation is not sub-delegated without the specific approval of the Council or as prescribed under the <u>Local Government Act 1993 (NSW)</u> .	Local Government Act 1993
Powers or Duties under other Legislation If, under any other Act other than the <u>Local Government Act 1993 (NSW)</u> , a function is conferred or imposed on the Mayor of Council, the function is taken to be conferred or imposed on the Council and the Mayor of the Council has delegated authority to exercise and/or perform on behalf of the Council the powers, authorities, duties and functions as prescribed under that other Act.	Local Government Act 1993
Preside at Meetings and Functions of Council To preside at all meetings of the Council, committees, community committees and public meetings convened by the Council at which the Mayor is present, unless the Council otherwise appoints another Councillor or person to perform this function.	
Negotiations on Behalf of Council In conjunction with the Chief Executive Officer, to participate in negotiations on behalf of the Council with third parties and in connection with the sale, purchase and lease of land and buildings. This function is subject to the limitation that no contractual agreement is to be entered into without a resolution of Council.	
Represent Council – Government and Other Forums To represent the Council, in conjunction with the CEO, in deputations to Government, inquires and other forums where it is appropriate that the Mayor should present the Council's position. To represent Council on regional organisations and at inter-governmental forums at regional, State and Commonwealth levels.	



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

Delegation
<p>Sign and Execute Documents</p> <p>To sign correspondence and other documents, subject to the limitation that execution of any documents under Council Seal must be carried out in compliance with Regulation 400 of the <u>Local Government (General) Regulations 2021 (NSW)</u>.</p>
<p>Issue Media Releases</p> <p>To make media statements and issue press releases in respect of Council resolutions/recommendations and decisions subject to prior consultation with the CEO. The Mayor may delegate this function to the Deputy Mayor, a specific Councillor or the CEO as he or she may determine.</p>
<p>Urgent Works</p> <p>To authorise work, not approved in the Operational Plan, which in the Mayor's opinion is urgent, at a cost not exceeding \$50,000 except in the case of a Bush Fire Emergency where the limit is \$100,000</p> <p>For the purpose of this delegation, "urgent work" refers to matters requiring immediate attention of the Mayor or CEO and decision making due to situational factors that may have occurred and relates to:</p> <ul style="list-style-type: none"> ▸ Natural disasters or events affecting the implementation of Council's Business Continuity Plan (BCP); ▸ Significant public liability issues; ▸ Work Health and Safety of elected officials; ▸ Work Health and Safety of the public; ▸ Incidents involving Council owned or operated property; <p>This delegation is to be only exercised in consultation with the CEO and is to be the subject of a report to the next available Council Meeting.</p>
<p>General Authority of Council Between Meetings And During A Recess Period</p> <p>Where there are grounds to support that a decision of the elected Council cannot be delayed between scheduled meetings of the Council or during a Recess Period, to exercise the functions of the elected Council, other than:</p> <ul style="list-style-type: none"> ▸ The functions reserved by the elected Council itself in accordance with Section 377 of the Act; ▸ Those powers and functions delegated to the CEO.
<p>Supervision</p> <p>To monitor the CEO in the exercise of the CEO's powers, duties and functions.</p>
<p>Leave</p> <p>Consider and approve or otherwise applications of leave submitted by the CEO provided that the leave does not exceed 10 weeks in duration. Leave applications by the CEO in excess of 10 weeks to be referred to council for determination.</p>



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

DELEGATION
<p>Professional Development</p> <p>Approve the attendance of the CEO to any seminar, conference or course provided that if it is within the existing adopted budget. If it falls outside existing budget only in extenuating or urgent circumstances and with the concurrence of the Deputy Mayor.</p>
<p>Expulsion from Council Meetings</p> <p>Pursuant to the Local Government Act 1993, exercise the power of expulsion from meetings of council.</p>
<p>Claims Against Council</p> <p>With the concurrence of the CEO, negotiate the settlement of claims against Council, up to the value of \$250,000, subject to the ratification of Council. Where the Mayor and CEO are both satisfied that the Council's interests would be best served by avoiding the matter being determined by a court, other person or body.</p>
<p>Manage the Chief Executive Officer's Contract</p> <p>To act as Council's delegate for the purpose of the day-to-day management of the Chief Executive Officer's contract.</p> <p>To approve applications of leave of absence of the CEO for three or more consecutive business days.</p>
<p>Appoint the Acting Chief Executive Officer</p> <p>On the recommendation of the Chief Executive Officer, to appoint one of the Murray River Council Directors to the temporary position of Acting Chief Executive Officer for a period no longer than to the date of the next Council Meeting, when the Council will either endorse the temporary appointment for such additional time as is necessary or appoint another Director to the temporary position.</p>
<p>Complaints Against the CEO</p> <p>The Mayor shall have the power to investigate substantive written complaints against the CEO and shall initiate action under either the Council's Code of Conduct or Internal Reporting Policy where warranted.</p>

6.2 DELEGATIONS TO COMMITTEES OF COUNCIL

Committees of Council have no delegations except for those provided by resolution of Council.



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

6.3 DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER (CEO)

The CEO, and in the absence of the CEO their nominee as the Acting CEO for the period of the CEO's absence, is delegated authority under Section 377 of the Act, to exercise and/or perform on behalf of the Council the powers, authorities, duties and functions of the Council, subject to the following:

- The CEO is restrained from carrying out any of those functions of Council excluded from delegation by operation of section 377(1) of the Act;
- The CEO is entitled to carry out any functions delegated to the Council by the Departmental Chief Executive or the Minister, subject to any express limitations imposed by the Departmental Chief Executive or Minister;
- The delegation to the CEO is limited in accordance with Council's adopted policies in force from time to time.

If a function is conferred or imposed on an employee of the Council under any other legislation, the function is deemed to be conferred or imposed on the Council and is delegated to the CEO.

For the avoidance of doubt, the delegated authority conferred or imposed upon the Chief Executive Officer includes the delegated functions of Council as provided in the following tables. The following tables are not intended to be an exhaustive list of all powers, authorities, duties and functions delegated to the Chief Executive Officer. Rather it is to be relied upon as providing guidance to those most commonly relied upon powers, authorities, duties and functions.

The following functions of Council will remain with the CEO and will not be sub-delegated.

DELEGATION
Employment: <ul style="list-style-type: none"> ▸ Approve or refuse the appointment, engagement, or promotion of employees (with the exclusion of senior staff) ▸ Approve or refuse the use of a recruitment consultant. ▸ To dismiss employees or consultants/contractors on such terms that the CEO deems appropriate, provided that prior to the dismissal of senior staff the CEO consults with Council. ▸ To approve or refuse staff to engage, for remuneration, in private employment or contract work outside of the Council. ▸ Approve Council Employment Agreements (if relevant) ▸ To deal with industrial disputes ▸ To approve or refuse applications for Leave without Pay
Council Meetings: <ul style="list-style-type: none"> ▸ Determine matters included in Business Papers of Council and Committees ▸ Invite Groups or Individuals to Address Council or Committee Meetings
Legal Activities: <ul style="list-style-type: none"> ▸ To lay information to prosecute offenders under the relevant Acts and Regulations and any other applicable legislation. ▸ To negotiate on matters in issue between parties in any proceedings in any Court or Tribunal, including but not limited to, the Local, District or Supreme Courts of any State or Territory, any Industrial Relations Tribunal or Commission, and the Land and Environment Court ▸ Authority to negotiate and enter into any form of Lease, Licence, Memorandum of Understanding or other transaction for use of land or assets.



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

Urgent Works

To authorise work, not approved in the Operational Plan, which in the Mayor's opinion is urgent, at a cost not exceeding \$50,000 except in the case of a Bush Fire Emergency where the limit is \$100,000

For the purpose of this delegation, "urgent work" refers to matters requiring immediate attention of the Mayor or CEO and decision making due to situational factors that may have occurred and relates to:

- Natural disasters or events affecting the implementation of Council's Business Continuity Plan (BCP);
- Significant public liability issues;
- Work Health and Safety of elected officials;
- Work Health and Safety of the public;
- Incidents involving Council owned or operated property;

This delegation is to be only exercised in consultation with the CEO and is to be the subject of a report to the next available Council Meeting.

Employee Committees:

- Appoint management/employer representatives to the Staff Consultative Committee and the Work Health and Safety Committee
- Consider and determine matters arising from the Staff Consultative Committee and the Work Health and Safety Committee.

Media Statements:

Make or authorise public and media statements

Interaction with the Minister and Government Departments:

To respond and liaise with the Minister and his/her representatives and the department in relation to correspondence, inquiries or requests for information.

Intellectual Property

To refuse, approve or conditionally approve any request by an existing or previous employee of Council for the non-exclusive use of intellectual property of the Council created by the employee during the course of their employment with Council, providing there is no monetary or commercial benefit to the employee.

Historical Resources

Authority to select and requisition the purchase of all historical resources.

Contracts, Deeds and Agreements

- Enter into and sign Funding Applications once approved by Council.
- To sign Contracts, Deeds and Agreements, including Memorandums of Understanding (MOU), that do not require the Council Seal.

7. EVALUATION AND REVIEW

Under Section 380 Review of delegations of the Act - Each council must review all its delegations during the first 12 months of each term of office.

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

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



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

8. ASSOCIATED DOCUMENTS, DEFINITIONS AND ACRONYMS

Associated Documents:

- MRC Policy - Delegations of Authority (CEO to Employees) Policy (POL-107)

Definitions:

Term	Definition
Act	Local Government Act 1993 (NSW)
Authority	Any government (state or federal), government department, statutory corporation or other body having power to legally direct the Council or its officers
Chief Executive	The Chief Executive of the Office of Local Government or the Chief Executive of any other government department which has the carriage of the administrative functions of the Act and the portfolio of Local Government
Law	The requirements of all statutes, rules, ordinances, codes, regulations, proclamations, by-laws, environmental planning instruments, directions and consents of any Authority
Minister	The Minister for Local Government or any future title given to a ministerial position of a future New South Wales State Government portfolio that includes governance of Local Government
Office	The Office of Local Government, Department of Premier & Cabinet, or any future department (or combined department) carrying out the functions of the present Office of Local Government for the State of New South Wales.

9. DOCUMENT CONTROL

Version No.	Details	Date	CM9 Reference	Resolution
1	Initial Issue	23 May 2016 to 26 May 2016		080516
2	Review – addition of further appointed delegations to staff members.	26 May 2016 to 20 Sept 2016		380516
3	Review – removal of reference to DTS & MTP (no longer staff in these positions and not included in interim organisational structure at this time), addition of further appointed delegations to staff members (mainly planning department) & update of Glossary of Terms in reference to Office of Local Government & legal advice received from Council's lawyers dated 6/10/16.	20 Sept 2016 to 16 Jan 2018		040916



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

4	Review – stand-alone policy of delegations of authority by the Council to the Mayor and CEO (removal of Part 2 - Delegation to Staff by the CEO to a stand-alone policy (Delegations of Authority (CEO to Staff) Policy POL107))	16 Jan 2018 to 22 Nov 2022	VF/17/102822	140118
5	Rewritten – includes current titling of positions and to clarify the delegations granted	22 Nov 2022 to 24 Jan 2023	VF/17/102822	191122
5.1	Temporary delegation added for the CEO in relation to the flood recovery – increase in tendering threshold to \$500 k for 12 months	24 Jan 2023 to 14 Sept 2023	VF/17/102822	080123
5.2	Set a purchasing threshold for the CEO of \$500k and provide the CEO with the approval to pay essential budgeted invoices.	22 Oct 2024 to today	VF/17/102822	

Council reserves the right to review, vary or revoke this policy at any time
This Policy is scheduled for review 2026

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 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.



DELEGATIONS OF AUTHORITY (MAYOR & CEO) POLICY POL102.V#5.1

APPENDIX:

Delegations added to those of the Mayor or CEO by resolution of Council, after the formal adoption of this Policy.

No:	Delegation	Resolution
1	<p>Additional Delegation approved by Council – granted to the CEO</p> <p>Disaster Recovery Provisions Authority to approve prescribed expenditure to assist Council with a natural disaster response. In line with Section 55(3) (n) (i) of the Local government Act 1993 and Section 170A of the Local Government Regulations 2021.</p> <p>To be automatically rescinded 12 months post the declaration of the natural disaster – flooding on the 14 September 2022</p> <div style="border: 1px solid black; padding: 5px;"> <p>Local Government Regulations 2021 170A Prescribed expenditure to assist council with natural disaster response (1) For the Act, section 55(3)(n)(i), the amount of \$500,000 is prescribed, but only for a contract that— (a) is primarily for the purpose of response to or recovery from a declared natural disaster, and (b) is entered into within 12 months after the date on which the natural disaster is declared.</p> </div>	<p>080123</p> <p><i>lapsed 14/09/2023</i></p>
2	<p>Additional Delegation approved by Council – granted to the CEO That Council grants to the CEO:</p> <ol style="list-style-type: none"> 1. A purchasing delegation of up to \$500,000 AND 2. Authority to approve the payment of budgeted items essential to Council. For the following items: <ul style="list-style-type: none"> - Insurances - Workers Compensation - Telecommunications - Utilities - Fuel 	

**DELEGATIONS OF AUTHORITY
(MAYOR & CEO) POLICY**
POL102.V#5.1

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9.3 DIRECTOR INFRASTRUCTURE REPORT AND SUPPLEMENTARY MATTERS

9.3.1 MURRAY DOWNS BOAT RAMP - REQUEST FOR ADDITIONAL FUNDING

File Number: -

Author: Daniel Hughes, Project Office Manager

Authoriser: Jack Bond, Director Infrastructure

RECOMMENDATION

That Murray River Council resolve to approve additional capital works funding, in keeping with the recommendation contained in the Conclusion section of the report, to construct a formal access road, hardstand area, and drainage for the Murray Downs Boat Ramp.

BACKGROUND

Council has committed to the construction of a new Boat Ramp and associated works at Murray Downs Riverside Park. The delivery of the Boat Ramp infrastructure has been planned for delivery in the following stages subject to securing grant funding opportunities through the Boating Now Program (BNP).

- Stage 1: Concrete boat ramp; timber clad sheet pile retaining walls, including handrails; gravel access ways (hardstand/carpark, access road); drainage swale and culvert, including sediment control; and signage.
- Stage 2: Asphalt carpark; spray seal access road; line marking; concrete footpath; and stormwater drainage including swales, concrete dish drain, pits, pipes, and gross pollutant trap.
- Stage 3: Amenities block including potable water, sewer and electrical service connections.
- Stage 4: Jetty, gangway, floating pontoon, and extension of associated retaining wall. Retaining wall to match Stage 1.

Based on the amount of initial grant funding, only Stage 1 proceeded to tender. The submitted tender prices were significantly higher than expected. Due to the financial constraints Stage 1 was further split into Phase 1 and Phase 2 as detailed below:

- Phase 1: Concrete boat ramp, timber clad sheet pile retaining walls, including handrails; and
- Phase 2: Gravel access ways (hardstand/carpark, access road), drainage swale and culvert, including sediment control, and signage.

The BNP grant and Council contribution were both increased to cover Phase 1 of Stage 1. On this basis the initial construction contract was limited to Phase 1 of Stage 1 only, with an additional BNP grant application submitted to provide funding for Phase 2 of Stage 1 and Stage 2.

The current approved project budget is \$1.57m, which comprises of contributions from BNP of \$1.14m and Council of \$0.43m. The Phase 1 contract value is \$1.332m and was awarded at the August 2022 Council meeting.

Council received notification in August 2024 that the BNP grant application for Phase 2 of Stage 1 and Stage 2 was not successful. The BNP is under review and no further rounds of funding are currently available. The Phase 1 of Stage 1 works are nearing completion and the value of the new

asset to the community will not be able to be fully realised without providing improved road access, a hardstand area and drainage that forms part of Phase 2 of Stage 1.

DISCUSSION

The following options have been considered.

Option A – Continue to place on hold works for Phase 2 of Stage 1 until grant funding is available.

Drawbacks:

- No formal access available for the completed Boat Ramp.
- New asset not being fully utilised and will create issues for safe access for the public.
- Council reputation could be compromised.

Benefits:

- No additional funds commitment from Council

Option B – Council funding of the Phase 2 of Stage 1 works.

Drawbacks:

- Additional fund commitment from Council. Pricing for the works from a tender completed in 2022 was \$430,000. The works would need to be retendered, and prices are likely to have increased.
- Gap of approximately 3-6 months from the Boat Ramp works being complete and the access road being available.

Benefits:

- Good access road available for Boat Ramp.
- Council reputation maintained.

Option C – Council funding for a reduced scope for Phase 2 of Stage 1 works. This would involve using a limestone pavement material rather than crushed rock and deferring installation of rock gabions in swale drains to reduce costs.

Drawbacks:

- Additional fund commitment from Council. The total estimated cost to complete the reduced scope for Phase 2 is \$280,000. This amount includes a 10% contingency.

Benefits:

- Funds commitment lower than for option B.
- Works will be undertaken by internal crews.
- The pavement and drainage could be improved in future when grant funding is available.
- Reputation of Council is maintained at a lower cost.

Option C is considered to provide a more balanced outcome for both Council and stakeholders than the other options. It will achieve access, a hardstand area and drainage for the boat ramp at lower cost than Option B and enable the works to be completed in a shorter timeframe. Option C can be augmented in future when grant funding is available to deliver the full scope of the Phase 2 works.

The recommended option is Option C.

STRATEGIC IMPLICATIONS

3. Strategic Theme 3: A place of Liveable Communities

3.1 - Create and maintain safe and accessible community spaces that enhance healthy living and promote active lifestyles - Sports and recreation facilities and spaces.

BUDGETARY IMPLICATIONS

The recommendation will require additional Council funding of \$280,000 to be provided for the project. This will increase total expenditure on the Boat Ramp project from \$1.57m to \$1.85m and increase the total Council contribution from \$0.43m to \$0.71m.

The additional funding can potentially be provided within the existing total approved capital works program budget for 2024/25 through quarterly budget adjustments (cutbacks & savings) on other projects.

POLICY IMPLICATIONS

Murray River Council Procurement Policy (POL205).

LEGISLATIVE IMPLICATIONS

RISK ANALYSIS

- **What can happen?**

Asset Utilisation: If a formal access road is not provided to the Boat Ramp, the full value of the asset for the community will not be realised.

Public Safety: The existing informal access would potentially provide access in dry conditions but would not be all weather and present safety issues for the public.

Reputational Risk: Failure to provide formal access to the completed Boat Ramp, is likely to result in reputational damage to Council.

- **How can it happen?**

Failure to source additional funding to provide a formal access road to the Boat Ramp.

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

Safe access for the public to the Boat Ramp being compromised. If the informal access becomes significantly degraded, Council may need to prevent access to the Boat Ramp.

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

It is Almost Certain that access issues will arise without a formal access road.

- **Adequacy of existing controls?**

Public access to the Boat Ramp site is currently not available until a new road is privately constructed as part of a residential development. This road is expected to be completed in the next couple of months in a similar timeframe to the completion of the Boat Ramp.

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

Approve the recommended additional funding for the project to provide the access road. Alternatively, the safety risk can be mitigated by preventing access to the Boat Ramp. The reputational risk will persist.

CONCLUSION

The provision of a formal access road to the Murray Downs Boat Ramp is required to ensure that the full value of the asset for the community will be realised. The additional funding requested for the project to construct the access road, hardstand area and drainage is critical to achieve this outcome.

As such, approval of additional capital works funding of \$280,000 to provide a reduced scope formal access road, hardstand area, and drainage for the Murray Downs Boat Ramp is recommended.

ATTACHMENTS

1. **Award of Contract MRC 2205 - Murray Downs Boat Ramp Construction - Council Report - Confidential**

9.4 DIRECTOR PLANNING AND ENVIRONMENT REPORT AND SUPPLEMENTARY MATTERS

9.4.1 MURRAY LOCAL ENVIRONMENTAL PLAN 2011- PLANNING PROPOSAL PP-2023-2003 - BEER ROAD & PERRICOOTA ROAD MOAMA TO CHANGE ZONING FROM RU1 PRIMARY PRODUCTION TO R1 GENERAL RESIDENTIAL ZONE FOR LOTS 2 & 3 DP1213161 AND LOT 15 DP1273625 AND VARY THE MINIMUM LOT FROM 120 HECTARES TO 500M2 MINIMUM LOT SIZE

File Number: -

Author: Jessica McFarlane, Manager Building Services

Authoriser: Rod Croft, Director Planning & Environment

Applicant: Habitat Planning

Owner: Oakbridge Dungala Pty Ltd

Proposal: Amend Land Zoning Map from RU1 to R1 & Amend Minimum Lot Size

Location: Perricoota & Beer Road – Lot 15 DP 1273625 & Lot 2 & 3 DP 1213161

RECOMMENDATION

That:

1. Council endorse the Planning Proposal prepared by Habitat Planning Pty to amend the Murray Local Environmental Plan 2011 (LEP) to vary the zoning of the site on Lots 2 and 3 in DP1213161 and 15 in DP1273625 from RU1 Primary Production Zone to R1 General Residential Zone and to vary the minimum lot sizes for subject allotments from 120 hectares to a minimum lot size of 500m².
2. The Planning proposal be sent to NSW Department of Planning and Environment (DPE) for final endorsement in accordance with the *Environmental Planning and Assessment Act 1979*.
3. Council staff complete all actions outlined in the Gateway Determination and send the planning proposal to the NSW Parliamentary Counsels Office (PCO) requesting Parliamentary Counsel's Opinion and drafting of a new/amended Murray Local Environmental Plan 2011 (LEP)

BACKGROUND

Council is in receipt of a Planning Proposal lodged over land legally described as Lots 2-3 in DP1213161 and Lot 15 in DP1273625, located along Perricoota Road and Beer Road, Moama NSW 2731 (the site). Habitat Planning prepared and lodged the proposal on behalf of the Applicant, Oakbridge Dungala Pty Ltd. The Planning Proposal seeks to amend the *Murray Local Environmental Plan 2011* (LEP) to vary the zoning for Lots 2 and 3 in DP1213161 and Lot 15 in DP1273625, from RU1 Primary Production to R1 General Residential zone, and to vary the minimum lot requirements for the subject lots from 120 hectares to a minimum lot size of 500m².

As part of the lodgement document, the Applicant provided the following plans and documents to support the Planning Proposal:

- Development Concept Plan prepared by Development Outcomes.
- Consistency with Riverina-Murray Regional Plan 2041 prepared by Habitat Planning.
- Consistency with State Environmental Planning Policies by Habitat Planning.

- Consistency with Section 9.1 Ministerial Directions by Habitat Planning.

DISCUSSION

The original report was presented to Council in February 2024 for endorsement and Gateway Determination was received from The DPHI on 14 June 2024, subject to conditions. The Proposal was publicly exhibited and referred to the required agencies between the dates of the 4/09/2024 to 1/10/2014 with no submissions received.

Subject Site

SITE CHARACTERISTICS

Lots 2 and 3 in DP1213161 and Lot 15 in DP1273625 are the sites in this matter and can be located along Perricoota Road and Beer Road, Moama NSW 2731. In total, the three (3) lots have 32.50 hectares of combined land area. The landform form is varied, sloping west and the highest points can be located within the middle portion for Lot 2 and east and west side property boundaries for Lot 3. Further, the lots have road frontages to Perricoota Road and Beer Road. Onside access can be facilitated via Twenty-Four Lane and Beer Road. Council's main infrastructure is able to be extended to service the site including water and sewer. **Figure 1** provides a view of the subject site.

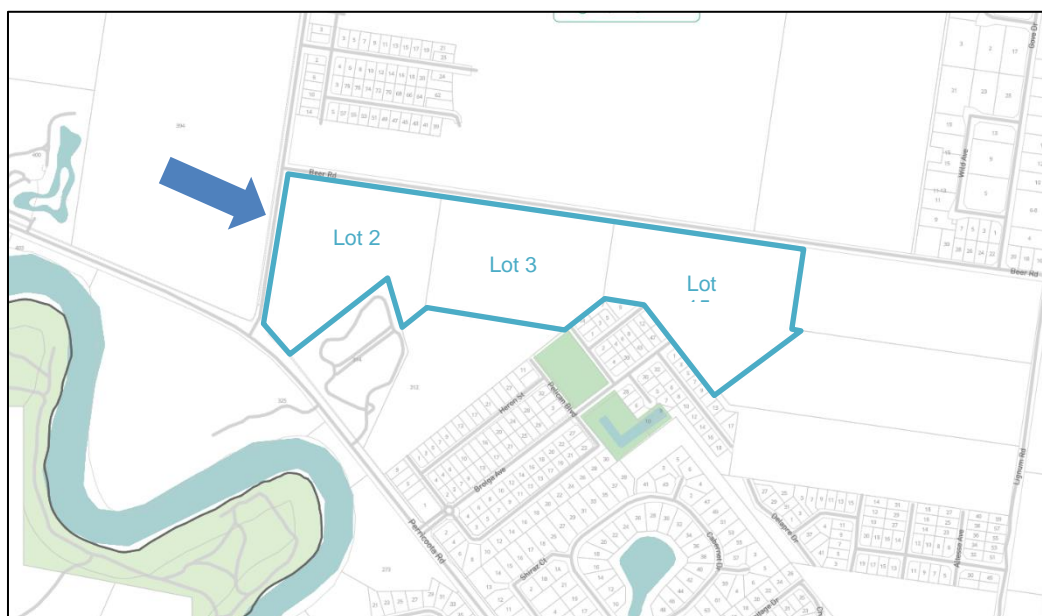


Figure 1: Satellite Photograph Extract and Subject (Archister, 2023)



Proposal

To amend Land Zoning Map from RU1 to R1 & Amend Minimum Lot Size in the Murray Local Environmental Plan 2011.

STATUTORY ASSESSMENT PROCESS

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

TOWN PLANNING ASSESSMENT

As above and see attached Scoping Report.

CONCLUSION

The Proposal aligns with existing strategic outcomes of the Murray Shire Strategic Land Use Plan, the Murray River Council Local Housing Strategy and is consistent with all overarching local and regional strategic plans, guidelines, and assessment criteria. On 14 June 2024 the proposal received a conditional Gateway Determination from DPE requiring some amendments to the Planning Proposal prior to exhibition. Upon the appropriate changes being made the proposal proceeded to public exhibition for the required time period with no submissions received, therefore, the proposal is now able to be sent to the DPHI for final endorsement.

ATTACHMENTS

Nil

9.4.2 DA 10.2024.49.1 - 38 SUITE 3 STOREY MOTEL - REQUEST TO AMEND SECTION 7.12 LEVY DEVELOPMENT CONTRIBUTION REQUIREMENTS TO A TWO-PART PAYMENT ARRANGEMENT.**File Number:** -**Author:** Jessica McFarlane, Manager Building Services**Authoriser:** Rod Croft, Director Planning & Environment**RECOMMENDATION**

1. That Council notes the officers report.
2. That Council agrees to a payment arrangement via two instalments that follows the staging of the development with the total amount of Section 7.12 Levy fees being \$163,399.08 as calculated under the Development Contributions Plan 2011 prior to the Occupation Certificate being issued and that the Council advise the applicant to seek a modification to the consent to reflect the decision of Council and to formally implement the proposed amendments.
3. That the modification to the consent be approved under delegated authority.

DEVELOPMENT APPLICATION: 10.2024.49.1**FOR:** 38 Suite 3 Storey Motel**ADDRESS:** Rich River Gold Club, 114 Twenty-Four Lane, Moama**OWNER:** Rich River Golf Club**APPLICANT:** Claire Tunbridge**BACKGROUND**

In December 2023 this Development Application for a new 3 storey Motel with 38 Suites, located at 114 Twenty-Four Lane Moama was approved by staff under delegation.

This consent included a condition for the payment of Section 7.12 (1% of total project cost) contributions as outlined below.

In September 2024, Council received an email from Shane Gloury, CEO of the Rich River Golf Club requesting that Council consider creating a pro-rata payment arrangement where the total fees as outlined in the condition below are paid in two instalments prior to the Occupation Certificate being issued for the development. Shane's email states:

Rich River Golf Club has received the invoice as attached from Murray River Council.

Given that the Club will initially be constructing a 26 room New Accommodation Complex, is it possible to have the invoice pro-rated to reflect this e.g. can we pay for the additional 12 rooms down the track when these are constructed?

Furthermore, the Club requests that Council permit the Club to pay the invoice prior to the Certificate of Occupancy being issued instead of paying before the Building Certificate is received.

We would appreciate consideration and a favourable response by Council to these requests.

On a pro-rata basis, this would mean that the first invoice for 26 rooms would come to a total of \$111,758.14 and the second invoice would total \$51,580.94. This approach reflects the proposed staging of the development, staged as per below:

Stage	Works
Stage 1	<ul style="list-style-type: none">• Construction of 26 accommodation suites• 27 car parking spaces
Stage 2	<ul style="list-style-type: none">• Construction of 12 accommodation suites• 33 car parking spaces

DISCUSSION

1. Section 7.12 charges

Condition 18 of Development Consent 10.2023.300.1 states the following condition:

Section 7.12 Levy Development Contributions

*The payment of Section 7.12 Levy Development Contributions in accordance with Council's policy must be made to Council prior to the issue of a Construction Certificate. Section 7.12 charges are 1% of the cost of the development which equates to **\$163,390.08**.*

It is noted Council staff do not have delegation to vary Council's adopted Contributions Policy and any variations are required to be approved by Council. The Applicant may request a review of determination under Section 8.3 of the Environmental Planning and Assessment Act 1979 within 6 months of the date of this notice. A fee is payable to Council.

The subject Section 7.12 Levy Development Contributions are imposed under the former Murray Shire Council Section 94A Levy Development Contributions Plan 2011, of which is available for inspection at Murray River Council's office, 52 Perricoota Road, Moama NSW 2731, and on Council's website at www.murrayriver.nsw.gov.au.

Reason: To comply with Council's Development Contribution policies.

STRATEGIC IMPLICATIONS

4 - Strategic Theme 4: Economic Growth

4.1 - Encourage and support economic development across a range of sectors

4.1.2 - Support the local business sector to grow, adapt and respond to new opportunities

BUDGETARY IMPLICATIONS

No implications.

POLICY IMPLICATIONS

Murray Section 7.11 Development Contribution Plan 2011.

This Policy is required to be updated to reflect current trip generation calculation data. A wider review of the Policy is required due to its age (last adopted in 2011).

LEGISLATIVE IMPLICATIONS

Environmental Planning & Assessment Act 1979.

RISK ANALYSIS

- What can happen?

Council's Budget will not be adversely affected by the payment arrangement of Development Contributions in this circumstance.

- **How can it happen?**

- N/A

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

There are not considered to be any consequences because of the payment arrangement in this circumstance.

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

Low.

- **Adequacy of existing controls?**

The proposed reduction in Development Contributions is a suitable and fair outcome for Council, the community and the developer.

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

Council approves the amended Contribution amount as outlined in the Recommendation.

CONCLUSION

As outlined above the Applicant has requested the Council consider a payment arrangement of the required Development contributions as per Condition 18 of the Development Consent. The request is considered reasonable in this circumstance in accordance with the staging of the development. Given the nature of the consent conditions, to ensure the enforcement of the conditions and to bring the decision of Council into effect, the applicant must lodge a modification of the original consent to formally amend the conditions to reflect the payment arrangement and their payment prior to the Occupation Certificate.

Council can authorize staff under this decision to approve the modification of consent under delegation.

ATTACHMENTS

Nil

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, 2024-25

File Number: -

Author: Tiana Cronin, Grant Officer

Authoriser: Sarah Ryan, Director Community & Economic Development

RECOMMENDATION

That Council:

1. Endorse the Chief Executive Officer, or his/her nominee, as a member of the Murray River Council Community Grants Program Assessment Panel.
2. Appoint three (3) Councillors to the Murray River Council Community Grants Program Assessment Panel to assess applications under Round 1, 2024-25.

BACKGROUND

Council runs two rounds of the Community Grants Program each financial year, allocating \$30,000 to each round. It offers financial support to not-for-profit community organisations and groups for projects, equipment, events, exhibitions, or performances which contribute positively to the Murray River Council community.

The Community Grants Program aims to:

- Be responsive to emerging themes, issues, and trends
- Support not-for-profit community groups to provide a range of opportunities for residents;
- Provide equitable opportunity for the community to seek funding assistance from council;
- Strengthen communities with local responses to identified community needs;
- Facilitate support for initiatives that strengthen the community through opportunities for participation, development, inclusion, and sustainability;
- Foster support across a range of pursuits and interest areas including health and welfare, education, arts and culture, sports and recreation, youth, ageing, environment and access and equity; and
- Assist council to deliver identified objectives, priorities and strategies that align with the Community Strategic Plan.

Round 1 of the 2024-25 Murray River Council Community Grants Program opened on 1 July 2024. The timeline for this round (see table below) will require the Assessment Panel to be available to assess applications both online and via a meeting to be set for (Wednesday 30 October 2024).

1 July 2024	Applications open
4pm, 1 October 2024	Applications close
October 2024	Assessment of applications
November 2024	Council to approve funding for recommended projects
Late November 2024	Applicants notified of outcome
	Successful applicants to submit invoice for payment

By 15 December 2025	Projects completed and funding acquittal submitted
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DISCUSSION

Council's Grants Officer, Tiana Christie, manages the grant program and will advise the panel on the process once eligible applications have been confirmed.

The grants are competitive in nature as Council may receive applications with a total value more than the \$30,000 allocated for the round. Therefore, it is necessary that Council form an assessment panel to review the grant applications and make recommendations in relation to which applications should be funded and to what amount. Should Council receive applications totalling under the \$30,000 that are deemed eligible and appropriate to fund, panel members will be notified via email (as occurred in 2023-24 Rd 2), providing an option to streamline the assessment process and approve applications via email.

STRATEGIC IMPLICATIONS

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

4.10 - Support existing and new art projects and diverse community events - Regional Events.

BUDGETARY IMPLICATIONS

Council has allocated \$30,000 per round for each of the two community grant rounds per year, (as per 27 November 2018 resolution of Council).

POLICY IMPLICATIONS

The Community Grants program sits within Council's Financial Assistance Policy (and Framework), adopted July 2018.

LEGISLATIVE IMPLICATIONS

Council can financially assist others under s356 of the Local Government Act 1993 (LGA), for the purpose of exercising its functions.

RISK ANALYSIS

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

CONCLUSION

Council needs to appoint Councillors to the Murray River Council Community Grants Program Assessment Panel, to enable the assessment process to proceed smoothly and on time.

ATTACHMENTS

Nil

9.5.2 SECTION 355 COMMITTEE MEETING MINUTES AS AT SEPTEMBER 2024

File Number: -

Author: Karen Buckley, Manager of Local Connections

Authoriser: Sarah Ryan, Director Community & Economic Development

RECOMMENDATION

That Council receive and note the September Section 355 Committee report.

BACKGROUND

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

DISCUSSION

Council has 19 x Section 355 committees. These committees are made up of community volunteers who oversee the day-to-day management of facilities owned by council and provide advice to Council about such facilities.

The death of a Section 355 Committee Volunteer in NSW has exacerbated the need for Council to review the operating model of all our community committees to ensure that volunteers are well supported and managed from recruitment right through to execution of delegated responsibilities.

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.

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

STRATEGIC IMPLICATIONS

3. Strategic Theme 3: A place of Liveable Communities

3.2 - Create and maintain safe and accessible community spaces that enhance healthy living and promote active lifestyles - Public buildings.

BUDGETARY IMPLICATIONS

Scope of Committees financial transactions vary.

POLICY IMPLICATIONS

Murray River Council Asset Management Policy (POL305).

Murray River Council Section 355 Committee Policy (POL119)

LEGISLATIVE IMPLICATIONS

Local Government Act 1993.

RISK ANALYSIS

- **What can happen?**
Committees and Council fail to meet their obligations.
- **How can it happen?**

Committees are generally unaware of the full extent of their roles and responsibilities, particularly in relation to WH&S, operational procedures and systems, procurement, financial management (compliance with LG Act) and reporting.

There have not been the resources within council to provide requisite support and guidance to committees to ensure they understand their responsibilities and have necessary skills and capacity to fulfill obligations. This is not a reflection on the committee and expertise of Council staff, it is about the need to appropriately and adequately resource and support committees.

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

A number of Section 355 committees are very fragile and their medium to longer-term viability is questionable.

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

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

Likely

- **Adequacy of existing controls?**

Low to moderate, but awareness is improving.

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

Council needs to carefully consider the structure required to best support committees whilst managing all legal obligations.

The 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, risk mitigation, and long-term sustainability.

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

CONCLUSION

The following list are items raised at recent committee meetings:

Barham School of Arts Hall

Treasurer Geoff is following up on quotes for blinds.

New hot water heater installed, and new vacuum cleaner has arrived.

About 20 bookings so far for the month

Murray Downs Riverside Park

Discussion on the progress of the boat ramp.

Concern raised about water run-off, and discussion on the new building development and infrastructure of roads

Mathoura Retirement Village

The MRC Sec355 management agreement to be approved by the Mathoura

Retirement Village Committee at the next meeting 15 October 2024.

Awnings Unit 5 installed

The Murray River Council has reimbursed Mathoura Retirement Village the sum of \$5,031.50 being the amount of rates that were paid on the vacant block of land at Lot 6 Mathoura St Mathoura.

Mallan Recreation Reserve and Hall

Power costs up by 80% investigate fire shed pump which also runs off hall power.

Power board at tennis court needs attention, non-waterproof & faulty switches

Removal of old water tank behind hall, no longer connected or in use

Duct/vents for swampy as there is currently no base on it.

Friends of Old Moama

Open Day for 2024. Saturday November 2nd Saturday November 2nd; Melbourne Cup Day The theme is Story Telling; this will include Eric's paintings of the area, May Robson's Film, the history of both buildings, market stalls, sausage sizzle.

Path and brick floor for Captain's Cottage: Eric has drawn up plans for this area and particularly important is the concrete path from the cottage to the toilet as at the moment it is an OH&S issue.

Koraleigh Recreation Reserve & Hall

Motion: Koraleigh Hall and Rec Reserve Committee will apply for a Community Grant of \$3,000 with the Committee contributing the difference- \$3-4,000 to facilitate the urgent electrical upgrades Required for the Koraleigh Hall.

Balranald Electrics upgraded Koraleigh Hall kitchen lights and meter box. Paid by Committee.

Hall toilets vandalised. Peter replaced locks, and Sandra cleaned up. Thank You.

Letter presented to Committee from Koraleigh resident Isabel Ledwidge regarding the disrepair of the Netball Court at the Rec Reserve. The 355 Committee supports a netball court upgrade so it can be used for various activities.

Lisa Howieson presented update on the costings of maintaining the Koraleigh Hall.

ATTACHMENTS

1. **Barham School of Arts Meeting Minutes 12 August 2024**  
2. **Koraleigh Recreation Reserve & Hall Meeting Minutes 28 September 2024**  
3. **Mathoura Retirement Village meeting Minutes 13 August 2024**  
4. **Murray Downs Riverside Park Reserve meeting Minutes 7 August 2024**  
5. **Barham School of Arts Hall meeting minutes 17 September 2024**  
6. **Friends of Old Moama meeting minutes 03 September 2024**  
7. **Mallan Hall meeting minutes 25 September 2024**  

Barham Koondrook Lions School of Arts

Section 355 LGA School of Arts Hall Report:

COMMENCED: 7-35pm.

Chair: R Daws.

G Barker, G Cook, J Boyd, B Campbell, G Minnis, J Carney, S Carney, A Mathers, L Sheldrick, B Rash,

D Agelakis, J Whelan, P Williamson, G Webster, C Webster.

Council Representative: K Buckley, Councillor N Gorey (late due to change in meeting time).

APOLOGIES: R Millar, A Millar, T Barker.

Due to Karen Buckley (MRC) attending President Rob opened the Meeting with the SOA Hall Report.

John Boyd* Hall-

*New hot water unit installed (replaced unit approx. 20 years old),

* Upgrading vacuum cleaner (to be funded from Hall Account).

* Seeking quotes for double roller blinds in Reception Room.

* Bookings-24 so far for Hall and Reception Room, only facility with the capacity to accommodate prospective attendees in Barham.

* Due to upcoming Elections Bingo will be held in Hall on 11th September.

D Agelakis*Asked why the Elections are held in the Reception Room and not the Hall.

Answer- Accessibility and convenience.

K Buckley*Happy with the way things are proceeding with the facility. Pleased we are getting quotes for blinds and believes double roller blinds are the way to go. Send all correspondence to her.

N Gorey* (Late attendance)

*Community Grants available now.

***Street Closures-** A lot of complaints about traffic driving through, lack of respect and safety, Council can close streets upon request for events e.g. Anzac Day.

Financial Report: Not available as at date of meeting

CLOSED: 7-48pm.



Koraleigh Hall and Rec. Reserve Committee Meeting Minutes

Date/time of meeting	28/8/2024 4.06 pm
Location of meeting	Koraleigh Rec. Reserve
Attendees	Brian Hoare Mary Hoare Cassie Andrews Liam Hoare Peter Thompson Bev Thompson Jim Crowe Sandra Andrews Laura Pearce Lisa Howieson
Apologies	Gina Bailey Travis Andrews
Guests	Greater Wakool Ward: Cr Ann Crowe MRC Manager Local Connections: Karen Buckley
Approval of Previous Minutes	Moved: Liam Hoare Seconded: Peter Thompson

Business arising from previous minutes

- * Hot water system installed July 11.
- * Balranald Electrics upgraded Koraleigh Hall kitchen lights and meter box. Paid by Committee.
- * Winlab - Lisa Mangeldorf sent apologies and will attend meeting another to discuss Community grants options.
- * Ellie Brain will contact Committee with the possibility of coming to Koraleigh to discuss MRC grants etc.
- * Section 355 Committee Management Agreement update will be ready for October AGM.
- * Online application for rubbish bin at Hall to be completed.
- * Craig Domaille fixed hot water tap in Hall kitchen.
- * Koraleigh Rec Reserve Committee is still waiting for a response from Luke Keogh, MRC when a replacement shed will be constructed. This concern has been brought up at the February, March, May, June and July meetings. The Committee is disappointed that the MRC has continued to ignore our concerns.

Moved: Mary Hoare

Seconded: Sandra Andrews

Treasurers Report	<ul style="list-style-type: none">* Hall a/c balance \$11,201.15 Hall Hire: +110 NSWEC: +300 Interest: +0.13* Rec Reserve a/c balance \$8,765.88 DCJ: +242.57 Interest: +0.11 Origin: -106.56 BalranaldElect: -1,688.56 <p>Moved: Cassie Andrews Seconded: Peter Thompson</p>
Correspondence	<ul style="list-style-type: none">* 09/07/24: David Dundee text message regarding installation of hot water system at Rec Reserve.* 28/08/24: Lisa Mangledorf meeting apology.* 13/08/24: Baranald Electrical: Invoice for electrical work completed and Koraleigh Hall Report on upgrades needed.* 16/08/24: Balranald Electrical quote For Hall electrical upgrade. <p>Moved: Mary Hoare Seconded: Bev Thompson</p>

General Business

- * Karen Buckley Report:
 - Volunteers and Section 355 Committee are officers of MRC so need to complete online recognition details regarding safety etc.
 - Maintenance and operation of MRC buildings are being assessed. Koraleigh Hall and Rec Reserve will still get their alterations.
- * Correspondence, photos and quote from Balranald Electrical regarding Koraleigh Hall electrical upgrade presented to Committee, these will be forwarded to Karen Buckley. A motion put forward to complete this upgrade.

Motion: Koraleigh Hall and Rec Reserve Committee will apply for a Community Grant of \$3,000 with the Committee contributing the difference- \$3-4,000 to facilitate the urgent electrical upgrades Required for the Koraleigh Hall.
Moved: Peter Thompson
Seconded: Liam Hoare
Passed unanimously.
- * Hall toilets vandalised. Peter replaced locks, and Sandra cleaned up. Thank You.
- * Letter presented to Committee from Koraleigh resident Isabel Ledwidge regarding the disrepair of the Netball Court at the Rec Reserve. Isabel had sent this to Melinda Barrett (MRC) in July. The 355 Committee supports Isabel with the netball court upgrade so it can be used for various activities.
Luke Keogh from MRC will investigate.
Karen Buckley to follow up.
- * Lisa Howieson presented update on the costings of maintaining the Koraleigh Hall.

	Moved: Brian Hoare Seconded: Mary Hoare
	<i>A thank you to Cr. Ann Crowe for her 10 years of dedication to our community. We appreciated her tireless representation of our community to Council. We send an invitation to Ann to stay in touch with the development of our Community Centre.</i>
Meeting Closed	5.26 pm
Next Meeting	Date: Wednesday October 2, 2024 Time: 7pm Venue: Koraleigh Rec Reserve
	Preliminary Notice AGM: October 30.

Mathoura Retirement Village

Sec355 Committee of Murray River Council

Mathoura Retirement Village General Meeting 13 Aug 2024

Unconfirmed Minutes: To be confirmed at next meeting.

Present: Ian Fisher, Kevin & Teresa Rolfe, Kay Arthur, Graham Collett, Karen Buckley, Betty Murphy, Marie Crack, Jannette Robinson

Apologies: K Chernov

Absent: T Weyrich, J Pocklington

Moved: B Murphy

Seconded: M Crack

Carried

Previous Minutes:

Motion: Previous Minutes of meeting 25 Jun 2024 as tabled to be approved as a true and accurate report of the meeting.

Moved: B Murphy

Seconded: K Rolfe

Business Arising from Previous Minutes:

New instrument of delegation completed, Karen provided copies to all present. Final details to be approved at next meeting – 15.10.24.

Awnings Unit 5 installed and paid

Letter to be sent all tenants requesting that a tenants meeting be organised. See further information in general business.

Marie will follow up A Cross Electrician regarding the annual air conditioners and fire alarms maintenance.

Motion: Business Arising from previous minutes be approved.

Moved: M Crack

Seconded: G Collett

Carried

Correspondence:

04/07/24 - Elders Insurance - Refund from previous Insurance Policy

09/08/24 - Murray River Council - Reimbursement of Rates on Vacant Block

Motion: Correspondence as presented be approved

Moved: M Crack

Seconded: J Robinson

Carried

Treasurer: Finance Report (attached) as presented.

Current Balance Everyday Working Account @ 12/08/2024	\$ 98,949.93
Current Ballance Term Deposit @ 12/08/2024	\$144,822.09
Payments - 01/06/2024 to 12/08/2024	\$ 10,261.60
Income - 01/06/2024 to 12/08/2024	\$ 13,404.04

Income and Expense report for previous Financial Year 2023 - 2024

(Attached) as presented:

2023-2024 financial year report shows a profit of \$8,680.02

The tenant that had not signed up to direct debit rental payment, has now done so.

The Murray River Council has reimbursed Mathoura Retirement Village the sum of \$5,031.50 being the amount of rates that were paid on the vacant block of land at Lot 6 Mathoura St Mathoura.

Elder's Insurance refunded Mathoura Retirement Village the sum of \$16.23 being a discount that had not been credited to an insurance policy that was held in 2018-2019.

Motion: That all payments as presented in the Treasurer's report be approved

Moved: J Robinson	Seconded: G Collett	Carried
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Motion: That Treasurer's Report as presented be approved

Moved: J Robinson	Seconded: G Collett	Carried
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President's: Report (attached) as presented

David Dundee and Glen Bulmer inspected Unit 1 while it is vacant for maintenance requirements. David is organising quote to have repairs carried out to the bathroom.

2 Awnings have been installed to Unit 5.

Council have yet to develop documentation regarding lease agreements with the tenants. See further information in general business from Karen Buckley.

Motion: That the Presidents Report as presented be approved

Moved: I Fisher	Seconded: M Crack	Carried
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Garden Report: (attached as presented)

Heavy pruning has been carried out on the pittosperms beside unit 8.

The area around golden ash tree in front of unit 1 is to have corten steel edging installed, as well as maintenance on lawn and sprinklers.

MRC has recommended the removal of the ash tree and gleditsia tree in front of unit 4 because of the risk of damage to the foundations. Council has accepted the installation of a root barrier between the trees and the foundations as an interim solution. Will be further assessed if trees get to large.

Motion: That the Garden Report as presented be accepted

Moved: B Murphy

Seconded: M Crack

Carried

General business:

"The Ageing & Disability Commission" directive that a strategy be created, to make information available to all tenants regarding their rights and information in regards to elder abuse and safeguards against this have been implemented. The information brochures supplied by the Ageing and Disability Commission have been passed on to the tenants representative to distribute to the tenants. It was agreed that the information would be distributed to the tenants on an annual basis and also given to any new tenants.

Elsbeth Unit 3 is needing the ramp installed to the front door as she has a lot of difficulty moving in and out of the front door.

Ian will follow up with David Dundee regarding the ramps required.

Tenants meeting – must be organised once a year. Letter will be drafted to the tenants asking for their preferences on how they would like a tenants meeting to be implemented. Then a following letter will be sent to the tenants confirming the meeting arrangements.

MRC are still waiting on the audit reports for the 22-23 period. They have not been returned by the accountants. Council will follow them up.

MRC are still waiting on legal advice from their solicitors regarding the tenants lease documents including Initial enquiry document and Disclosure document. Council has agreed that the document templates provided by NSW Fairtrading are acceptable to use pending further information from the MRC solicitors, with the MRC annual financial report to be included with the Disclosure documents and the relevant Council and Mathoura Retirement Village details included in the documents. MRC to be the signatory on the lease documents.

MRC has acknowledged that the Mathoura Retirement Village Committee is an actual management committee with the right to create policies and procedures in

liaison with MRC and within the guidelines of agreed Sec 355 management agreement.

Mathoura Retirement Village Registration details need to followed up.

Emergency Management Plans need to completed for the village including fire drills and required emergency procedures.

The MRC Sec355 management agreement to be approved by the Mathoura Retirement Village Committee at the next meeting 15 October 2024.

Ian Fisher's name to be added to attendance of the meeting held 25/06/2024

Meeting Closed: 4:24 pm

Next meeting: 15 October 2024 at 3 pm

Emailed to all members, hard copies to Betty Murphy, Marie Crack, Graham Collett, Kay Arthur and Val Childs.

**Minutes of MRC Section 355 Murray Downs Park Reserve****Held at Murray Downs Fire Shed, Murray Downs Drive, Murray Downs NSW 2734****On Wednesday 7th August 2024 at 6.00pm****Present:** Brenten, Karen, Ann, Brendan, Neil, Ken, Jo**Apologies:** Glenys**1. Opening Meeting: Brenten****2. Confirmation of previous minutes****Moved:****Seconded:****3. President's Report**

- a. Discussion on Meeting to get the minutes and agenda out one week prior to the meeting. Discussion and confirmation that the committee will meet the first Monday of the month.

4. Treasurer's Report**Moved:** Karen**Seconded:** Ken**5. Correspondence in:**

- a. Nil

6. Correspondence out

- a. Nil

7. Volunteer hours:

Total Hours for month 11/6/24 to 8/7/24 incl. = 97, broken down as Chooks 17.5; Harvesting 2; Weeding 10; New Garden Shed .5; Watering 6.5; Recycling 14; Smoko's 2.5; Digging 8.5; Planting 9; Administration 1.5; Composting 4.5; New Garden Extensions 19.5; and Maintenance 1. Egg/Produce Banked for end of Calendar month (June) was \$93.00. End of Report.

Moved: Ken**Seconded:** Brenten**8. Community Garden Report:**

Please see Ken's email attachment

Moved: Ken**Seconded:** Karen**9. Business Arising from last meeting:**

- a. Nil

Agenda Items**1. Boat Ramp update**

- a. Discussion on the progress of the boat ramp. Email had been sent but no reply, Karen to follow up with Council for an update.

2. Park update

- a. Concern raised about water run off, and discussion on the new building development and infrastructure of roads etc.

3. MRC Community Grant: Committee don't feel the need to put in for the next round.

4. General Business

- a. Discussion on looking at other grant opportunities, Brendan to email committee to discuss.

Meeting closed: 7.00pm

Next Meeting: Wednesday 2nd September 2024

Appendix

Barham Koondrook Lions School of Arts

Section 355 LGA School of Arts Hall Report: 9th September 2024

Section 355 LGA School of Arts Hall Report:

Commenced: 7-55pm.

Chair: R Daws.

R Millar, A Millar, J Boyd, G Minnis, C Webster, G Webster, J Whelan, A Mathers, B Rash,
P Williamson, D Agelakis.

Apologies: G Barker, G Cook, L Sheldrick, S Carney, J Carney.

Council Representatives: None present

J Boyd* New hot water heater installed, and new vacuum cleaner has arrived.

He said that Treasurer Geoff is following up on quotes for blinds.

About 20 bookings so far this month.

D Agelakis* Has spoken to Alicia re the mirrors she has asked for but hasn't heard anything from her.

Financial Report: Attached.

Meeting Closed- About 8-05pm.

Friends of Old Moama MINUTES

Date: Tuesday September 3rd 2024 at the Captain's Cottage in Chanter Street

TIME: 10.00 AM

PRESENT: Shirley Durrant, Val Ellis, Sue Shaw, Eric McConachy, Judy McCleary, Karen Buckley, Nikki Cohen, Kim Biggs

APOLOGIES: Mary Ledwidge, Elle Brain,

MINUTES OF THE PREVIOUS MEETING: The minutes of the previous meeting held on Tuesday 6th August 2024 as circulated were taken as read.

Moved by Judy McCleary and **Seconded by** Shirley Durrant **Carried**

BUSINESS ARISING :

1. MRC are developing an Arts and Culture Strategy in 2024 and 2025. To be discussed next year. FOOM has to write to them outlining what we are doing. **Ongoing.**
2. **Open Day for 2024. Saturday November 2nd Saturday November 2nd;** Melbourne Cup Day The theme is Story Telling; this will include Eric's paintings of the area, May Robson's Film, the history of both buildings, market stalls, sausage sizzle. Organize a flyer for the Facebook Page, and for key locations; a notice in the Community page for a month before the event. Ellie Brain could be a support in planning the day and providing some assistance.

ACTION

- **Get grass slashed 2 or 3 weeks before the event**
 - **List of stall holders**
 - **Shirley and Judy to do flyer for event**
 - **Sue to organize Flyer on Face Book page**
 - **Judy to put notice in Riv's coming events in October**
 - **Organize what events are happening at each venue.**
3. **Mary and Eric have started documenting the items in the Captain's Cottage:** Have to contact Campaspe Shire Council and Heather Rendle. Still to be done. **Mary will contact Heather Rendle.**
 4. **Mission Statement and Collection Policy Draft Document:** We began working through this document distributed by Kim at the March meeting. We have 12 months to work on this. **On going.**

5. Jinker Shed Meeting: Minutes from July Meeting. See attached Guidelines at the end of this agenda. **Sue, Shirley and Judy met with Kim to discuss the application on August 13th. See General Business.**

6. Plans for the back garden at the Cottage: Eric tabled detailed plans.

- Path a metre wide from back door to toilet
 - Shed a brick floor
 - Pergola over path and an alcove for herb and vegie garden.
- Karen suggested we talk to Tiana about funding for path and brick floor.

FINANCIAL STATEMENT - 1 August 2024 to 31 August 2024

Opening balance: \$ 2928.21

Income:

1 August Bank Interest	\$ 0.02
July 8 to August 8 Membership; M. Ledwidge, J. McCleary, S. Shaw, E. McConaghy, S. Durrant	\$ 50.00
Total Income	\$ 50.02

Bank Statement: Closing balance 31.08.2024 \$ 2978.03

Please Note: The closing balance on the July statement was incorrectly given as \$ 4928.21.

The refund cheque from the Murray River Council had not been deducted. Sorry about the error.

MOTION:

That we amend the July Financial Statement and deduct \$2000.00 that was a refund to the Murray River Council making the closing balance \$2928.21

Moved Shirley Durrant and seconded Eric McConachy *Carried*

Total finance report *moved by* Shirley Durrant and *seconded by* Judy McCleary *Carried*

CORRESPONDENCE: July and August 2024- Secretary

Inward correspondence:

01.09.2024 Realm architect's Revised quote for Jinker Shed

01.09.2024 Draft application for Jinker shed from Kim Biggs

Outward Correspondence:

Moved by Shirley Durrant and *Seconded* Val Ellis *Carried*

REPORTS: none

GENERAL BUSINESS

- 1. Jinker Shed funding:** After much discussion about the quote from Realm architects regarding the total cost for the project of \$23,760, **it was decided that the group would not continue with the project** and **not** apply for funding through MGNSW Small grant Round 2 -Volunteer Museums and the Murray River Council Small grants program. A very big thank you to Kim Biggs for filling out the Volunteer Museums grant application. There was a lot of work and time spent and we are very grateful Kim. Thanks to Karen for her involvement too.
- 2. New Proposal:** The jinker could be housed at the Telegraph Station under the back partly enclosed veranda. It would require some repairs to the area and some additional wire security walls and doors. It was decided that we would approach council early next year with the idea. Nikki took some photos of the area to send to Sue for when we do approach the council.
- 3. Path and brick floor for Captain's Cottage:** Eric has drawn up plans for this area and particularly important is the concrete path from the cottage to the toilet as at the moment it is an OH&S issue. It was suggested applying for \$3000.00 through the council 's grant scheme for the project. **To be discussed at the next meeting**
- 4. Security Doors:** Karen to follow up on what is happening with this re installation.
- 5. Collection Policy Action Plan:** Kim suggested that we finish this at the December meeting.
- 6.** Nikki Cohen has now become a member of FOOM.

MEETING CLOSED at 11.03 am.

NEXT MEETING Tuesday October 1st at 10 am AT THE CAPTAIN'S COTTAGE.

Mallan Recreation reserve and hall**General quarterly meeting**

Wed 25th September 2024

Opened at 6:15pm

Present: N.Fitzpatrick, D.Martin, Br.Pearse, M.Pearse, A.Kaylock, N.Hall, & K.Buckley from Murray River Council.

Apologies: D.Pearse, B.Pearse, P.Fitzpatrick, M.Nalder, S.Brown, C.Oswin

Minutes of previous meeting: Minutes read by Nathan Hall

Business Arising:

Karen Buckley from Murray River Council gave overview of council's direction & expectation of S355 committees, all future maintenance to be undertaken by council as required. Maintenance fees will be covered. Management plan to be completed.

The tennis court power board, water connection for the hall and removal of old tank discussed as per last meeting

Agreed to buy some new tennis equipment in time for Christmas party.

Treasurers report:

Tabled by Matt Pearce. Hall hire payments/donations were received from Transgrid & Martin brothers 30th. Expenses this quarter were electricity & food for AGM. Hire of hall by Local Land Services will show in next quarter.

General business:

Usage on power bill is up by 80% compared to this time last year, discussed what could be the cause. Mention of the fire shed pressure pump (connected to the hall) playing up, cutting in and out. Agreed to switch pressure pump off for now and schedule maintenance and see if this makes a difference in power usage.

Transgrid community grants of up to \$5000 are open for application in October, discussed what we could apply for. Nathan Hall raised the idea of roof insulation. Outdoor verandah for BBQ also mentioned. Agreed to prioritise insulation. 2 separate quotes would be required.

Future work health & safety training for committee members - Council will inform when this is required.

Fire shed pressure pump to be fixed & water for the hall to be connected to fire shed tanks.

*Brooke Pearse spoke with fire captain post meeting and agreed that this work needs to be undertaken by the fire committee. Marcus Nalder pledged to organise this before the Christmas party.

Discussed Christmas party and agreed to do the same as last year. Splurge on variety of BBQ meat this year. Date to be confirmed, however agreed on weekday leading up to Christmas.

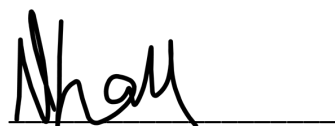
Next quarterly meeting to be scheduled same day as working bee for Christmas party.

Action required/request for maintenance from council:

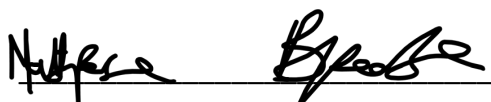
- Powerboard at tennis court needs attention, non waterproof & faulty switches?
- Removal of old water tank behind hall, no longer connected or in use.
- Duct/vents for swampy as there is currently no base on it.

Meeting closed by Nathan Hall 6:45pm

President: Nathan Hall



Secretary & treasurer: Matt & Brooke Pearse



9.5.3 2024 MOAMA LIGHTS - POST EVENT REPORT**File Number:** -**Author:** Beck Hayward, Manager Economic Development**Authoriser:** Sarah Ryan, Director Community & Economic Development**RECOMMENDATION**

That Council approve the discontinuation of the Moama Lights event due to growing financial risks, increasing resource demands, and the event's reduced competitive edge.

BACKGROUND

Since its inception, Moama Lights has been a successful and much-loved event, bringing economic benefits and widespread marketing attention to the Echuca Moama region. However, the event's uniqueness has diminished as similar winter lighting festivals have proliferated across the states of NSW and Victoria, eroding its competitive advantage.

In addition, the financial viability of the event has come under pressure. Despite the economic impact Moama Lights generates for the region, the ongoing financial outlay and demand on Council resources have escalated. Rising costs of production, fuel, transport, increased staffing requirements, and the necessity to sell at least 25,000 tickets to break even have made it difficult to sustain the event. Current economic conditions, including cost-of-living pressures, further amplify this risk.

In 2021, Council resolved to appoint a creative and production partner to design and present the Moama Lights event annually. Mandylights was the successful contractor appointed to create and produce Moama Lights for a five-year term from 2022 through to 2026 (inclusive).

Overview the 2024 Moama Lights Event

Moama Lights lit up our community for the fourth time in 2024, offering a new experience, celebrating nature through an ever-changing display of captivating colours, sound and amazing local art.

This year's event was delivered nightly from 6:00pm, from Friday 7 July to Sunday 28 July (Thursdays to Sundays) with the theme of 'Enchanted Nights' amid the beauty of Horseshoe Lagoon. Delivered across seven immersive zones, the festival of light honoured First Nations culture, showcased the creativity of local children and illuminated the stunning bushland.

Zones included Ripples on the Lagoon, Gobo Walk, Undergrowth, Nura, Symphony of the Murray, Sky Full of Stars and Bioluminescence. Delivered in collaboration with Mandylights yet again, Moama Lights also featured Aboriginal artists, Warwick Keen and Alkina Wilkinson.

In addition to the creative installations, this year's event again featured the extra attractions of an ice-skating rink plus the American Hotel beer garden, food trucks and neon lights installations.

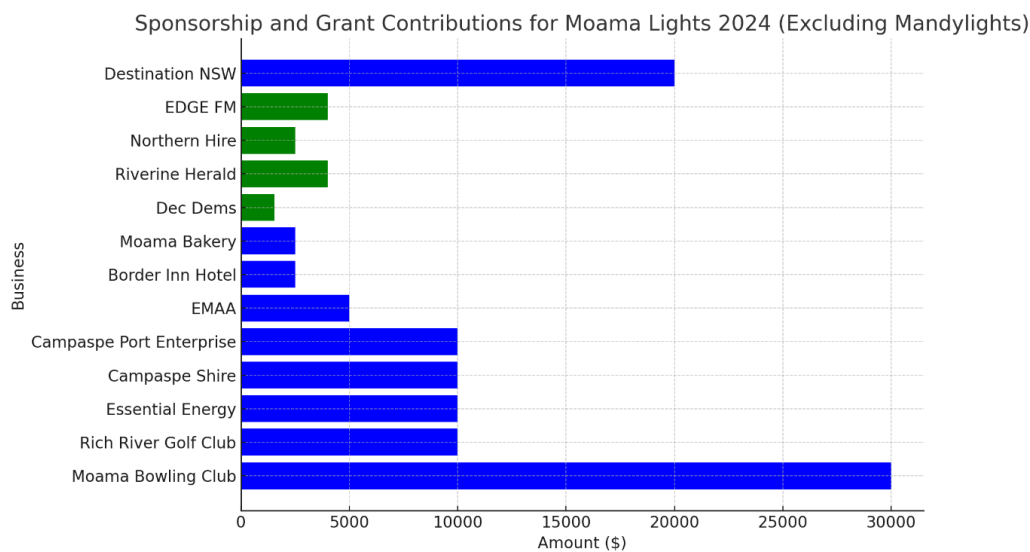
Throughout the duration of the event **21,089 tickets** were sold to Moama Lights, including 81 to a special low-sensory session. There were a further **6,516 tickets** sold for the Ice-Skating.

The support of local sponsors, strong media coverage and solid ticket sales all contributed to the success of the event, as well as favourable weather for most of the evenings.

Sponsorship

Moama Lights would not be possible without the passionate and generous support of our event partners. We recognise them for their ongoing efforts championing our region and for embracing our

commitment to a thriving events calendar in Echuca Moama. Council was successful in applying for grant funding through Destination NSW's *Flagship Events Program* to assist in marketing the event. See below breakdown of the 2024 Moama Lights sponsors:



Event Promotion

Moama Lights was promoted through both paid media and a bespoke public relations campaign spanning from March – July 2024.

A modest investment of \$8,000 in a Public Relations campaign yielded significant results, with Moama Lights receiving 221 mentions (tracked through media monitoring), which generated an approximate **audience of 7,510,508** and an **Advertising Sales Revenue (ASR) of \$1,683,006**.

An above the line media plan (i.e. a mass media promotion) was also developed and focused on the Ballarat, Geelong and Melbourne regions (also building on the past brand campaigns run in these areas) and to promote extended stays, as well as the closer regions of Shepparton, Bendigo and Deniliquin. We also sought to encourage visitors from NSW, advertising in the Albury, Griffith and Wagga Wagga areas. The media campaign saw an **investment of \$40,939**, which was delivered over two key periods being April 2024 (early awareness/plan your visit now) and June 2024 (get your tickets/don't miss out). The media mix included television, radio and digital advertising, as well as print and social media.

Further details are available in the attached *Post Event Report*.

Event Operations

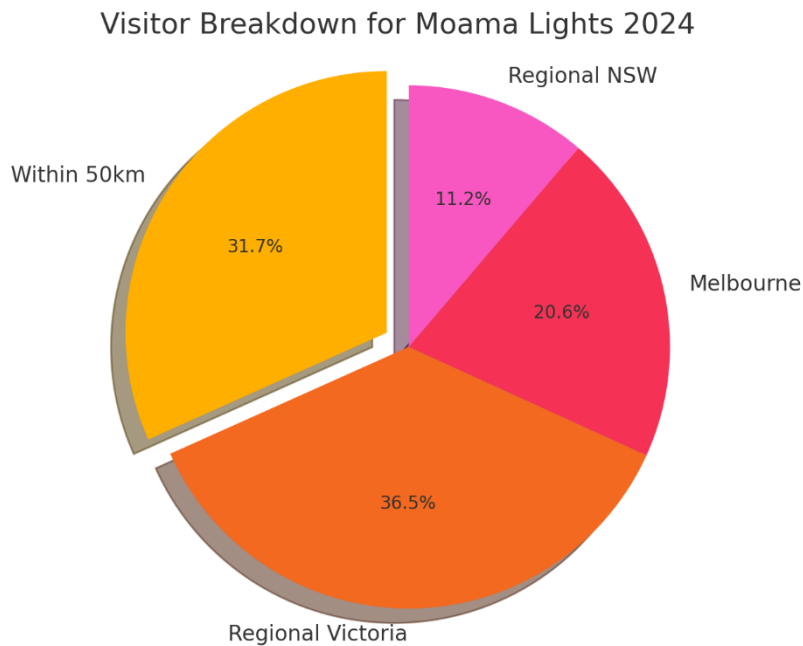
Despite some technical issues during the opening weekend that caused brief failures in some light installations, the event otherwise ran smoothly. During the event planning phase, staff worked hard to make various improvements to the event set-up and processes and were very pleased with the smooth operation of the event.

Survey Results

A customer survey and economic impact report were undertaken on the 2024 event. The economic impact reporting has been estimated and prepared based on the 21,089 event attendees. The post event survey received 1,154 responses with 19.3% reporting the event exceeded expectations (a decrease from 40% in 2023 and 55% in 2022). Overall, respondents felt the 2024 event was good value for money, with 84.2% likely to attend in the future.

From the responses, 31% of attendees lived within 50km of Echuca Moama, 35.7% were from regional Victoria, 20.1% from Melbourne and 11% from regional NSW. When attending Moama Lights, 71.6% of visitors (or 15,099 people) stayed in accommodation.

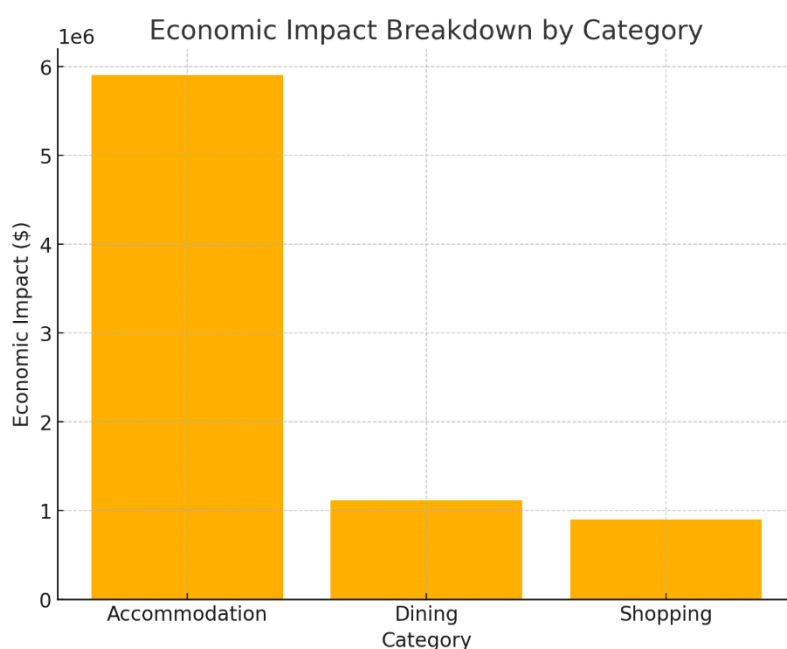
See breakdown below:



Based on the survey data we can surmise:

- The total nights calculated to be: 29,526 nights with an economic value of: \$5,905,200 (based on \$200 per night accommodation cost).
- The total number of event attendee dining experiences were 22,251 with an economic value of: \$1,112,550 (based on \$50 spent per dining experience).
- 5,989 attendees also went shopping with an economic value of \$898,350 (based on a spend of \$150).

See below, economic impact breakdown by category:



Overall, the **estimated economic impact** of Moama Light on the Echuca Moama region is **more than \$7,923,160**.

Risk Assessment Report

In April 2024, a report was presented to Council to discuss the potential risks of running the 2024 Moama Lights event. The risk assessment identified the primary risk as being financial. Council's baseline risk appetite statement reflects a conservative to moderate approach regarding financial risks, with a willingness to embrace risks aimed at improving efficiency, reducing costs, and generating additional income.

Using Council's risk matrix, the potential consequences and likelihood of risks were assessed, including:

- The possibility of generating less income than required, resulting in a financial loss due to lower-than-expected ticket sales or sponsorship income.
- Unforeseen expenses such as site damage during bump-in or adverse weather conditions.

Despite these concerns, both risks were classified as low on the risk matrix and were deemed to fall below Council's conservative to moderate risk appetite threshold. Moreover, given Council's openness to embrace risks aimed at improving financial outcomes while maintaining community service levels, the risks associated with Moama Lights were considered acceptable.

The report also noted the significant economic and social benefits that Moama Lights brings to the region, including contributions to tourism and hospitality and the enhancement of community pride and engagement.

Following this report, Council resolved to: *Receive and note the report concerning the 2024 Moama Lights event, confirming that the event's risks are evaluated within Council's Risk Management Framework.*

DISCUSSION

Moama Lights is a not-for-profit event, with all funds raised through sponsorships and ticket sales reinvested into covering the costs associated with delivering this major event. Due to the cancellation of the 2023 Moama Lights and the additional costs incurred during bump-out, there were no surplus funds to assist with running the 2024 event.

At its November 2023 meeting, Council resolved to:

- *Not renew the Corporate Sponsorship Agreement between Transgrid and Murray River Council for the delivery of the 2024 Moama Lights event.*
- *Delegate authority to the CEO to terminate the agreement, and:*
- *Contribute the required funding (reallocating from the Darts event) and run the 2024 event.*

This resolution committed Council to subsidising the 2024 Moama Lights event. While the event has proven to be hugely successful with both locals and visitors, it was always a risk that income generated from sponsorships, grants, and ticket sales might fall short of the budgeted amount. This risk has been compounded by current economic conditions, including the cost-of-living crisis, and increased competition from other winter lighting events across Victoria.

Key Outcomes of the 2024 Event

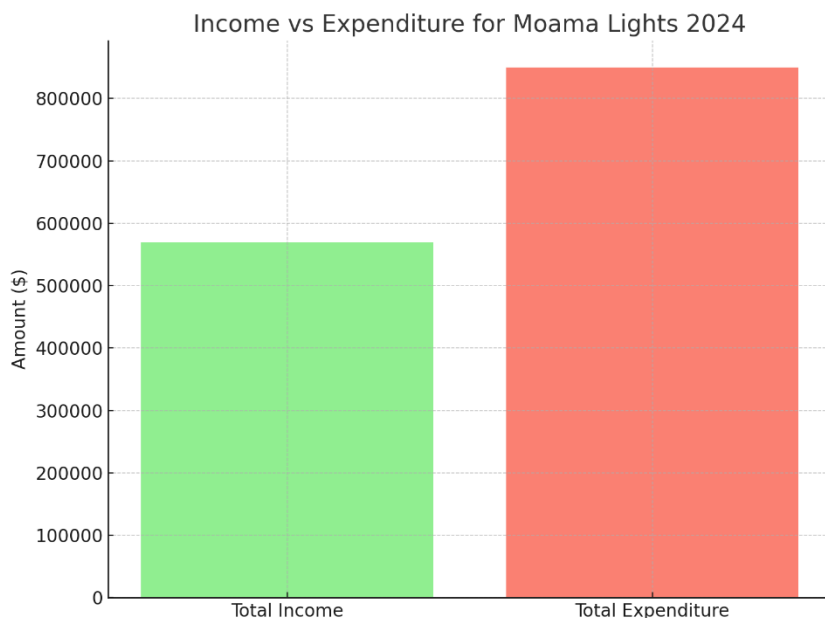
Key outcomes from the 2024 event include:

- Over **21,000** tickets sold for Moama Lights, with an additional **6,500** for Ice-Skating.
- Approximately **70%** of ticket holders were from out of town, contributing significantly to local accommodation and tourism.
- Marketing efforts reached an estimated audience of **14,149,224**, generating an Advertising Space Rate (ASR) value of **\$2,996,299**.
- Building Brand Echuca Moama during the collapse of Echuca Moama & District Tourism

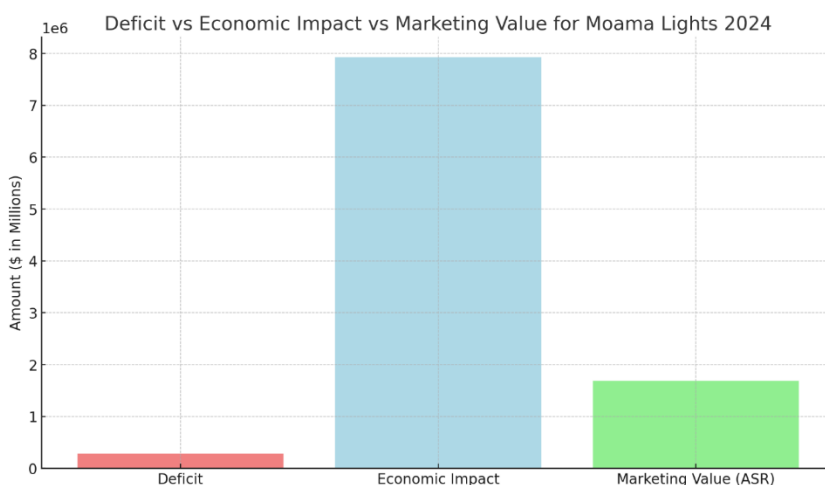
- The estimated economic impact of Moama Lights on the Echuca Moama region is more than **\$7.9 million**.
- Strong support from sponsors, despite the challenging financial climate.

Despite the success of the event, it is important to recognise the increasing financial and staffing demands. The unique location and rising costs of services and supplies contribute to the challenge, requiring approximately 25,000 ticket sales and significant sponsorship to cover costs — an increasingly difficult target given current economic conditions.

See below a breakdown of the income versus expenditure:



It is important to note that while there was a deficit in the 2024 event, it should be viewed in conjunction with the economic impact and the destination marketing value generated. See below:



Four-Year Financial Performance Overview

The following section provides a financial analysis of the Moama Lights events held over the past four years. This overview highlights key revenue and expenditure trends, including profits, losses, and contributing factors such as sponsorship, ticket sales, and unforeseen costs. By examining the financial performance of each event, we can better understand the overall fiscal impact on Council.

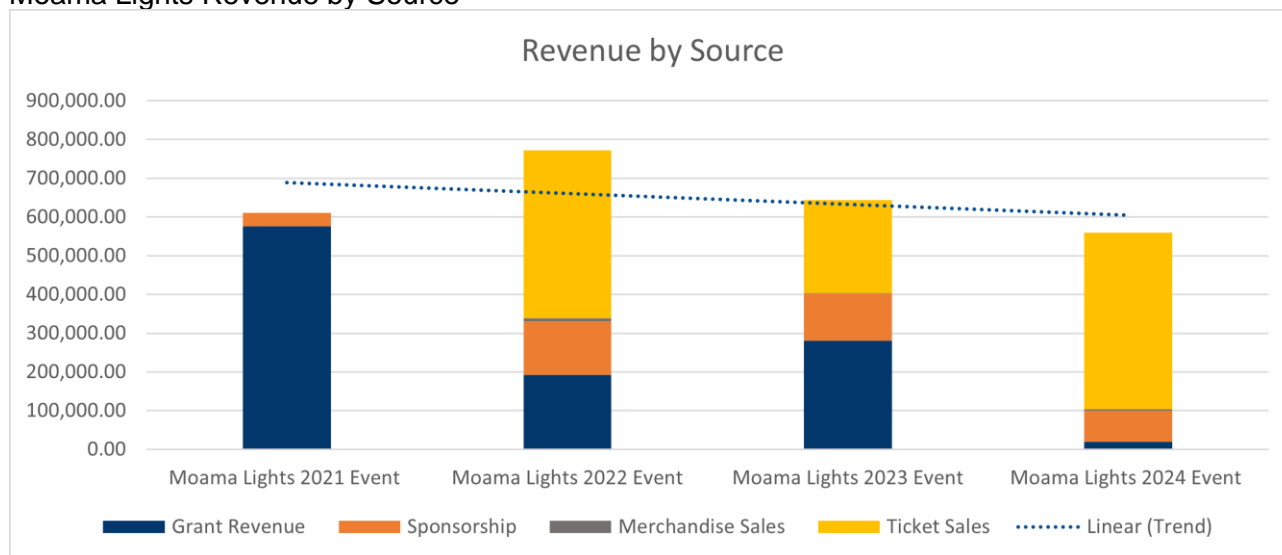
The first even in 2021, funded by sponsors and a significant grant, broke even. The 2022 event, which was ticketed, was a financial success, generating a profit of approximately \$140,000 for MRC. This profit was reserved for future events.

In 2023, high water levels reduced the event to only three days, and there was a significant spike in expenses due to emergency works to protect and remove equipment at risk of flooding. While ice skating continued for the full duration and expenses were covered by Category D Natural Disaster Funding (provided by OLG), the flood-related works absorbed the reserves from the previous year's revenue.

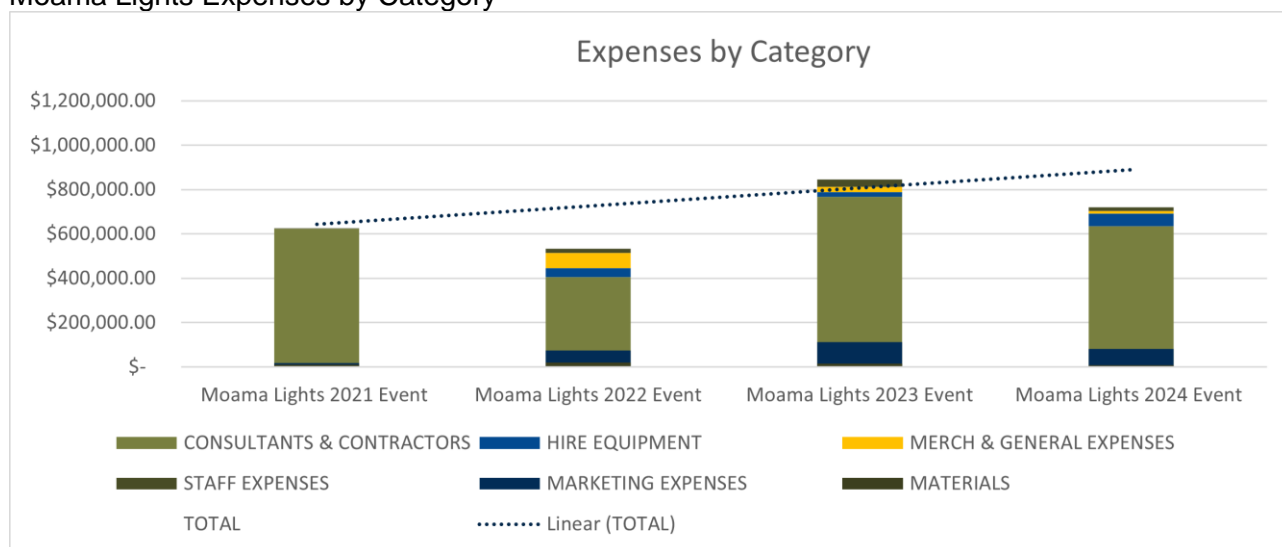
In 2024, the event returned for its full duration, including the ice-skating rink, although this time it was fully funded by MRC. Ticket revenue exceeded previous years, but with reduced grant opportunities and rising costs, particularly due to inflation and logistics, revenue was insufficient to cover the increased expenses. This resulted in a loss of around \$250,000 for the 2024 financial year.

The cumulative graph captures this journey, showing an overall deficit of approximately \$470,000 over the life of the event.

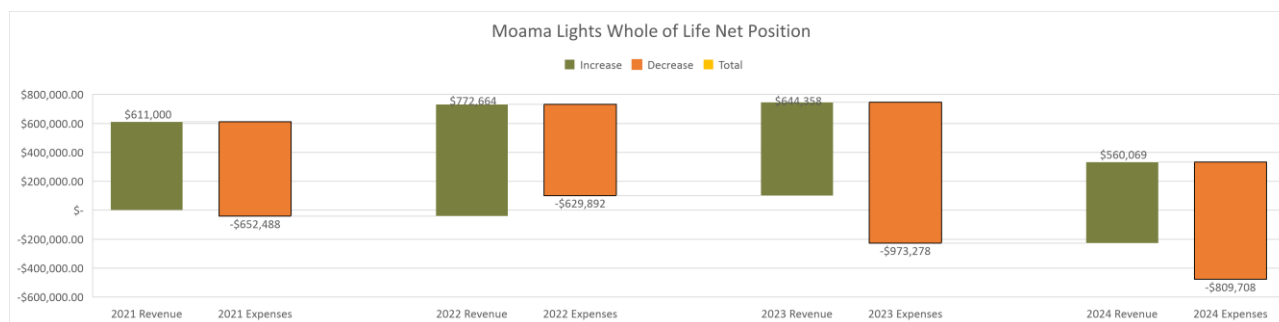
Moama Lights Revenue by Source



Moama Lights Expenses by Category



Moama Lights Whole of Life Net Position



Following the first and second Moama Lights events, it was anticipated that the event would need to evolve, introduce new elements, and potentially expand into locations like the Port of Echuca to remain relevant and sustainable. Despite productive discussions with Campaspe Port Enterprise, Council has been unable to fully engage Campaspe Shire in a holistic partnership for the event. Without this collaboration, Moama Lights has remained confined to its original format, limiting opportunities for growth.

Anecdotal feedback suggests that attendees who have experienced Moama Lights previously may not feel compelled to return, particularly as many new and competing events emerge. People often choose to attend newer events over ones they have already seen, diminishing repeat visitation.

The inability to expand and evolve the event makes it likely that Moama Lights will become just another generic lighting event, weakening its appeal to visitors. Initially, the event attracted 15,000 attendees, growing to 25,000 ticket sales in its second year. However, after disruptions due to flooding in 2023 and increasing competition in 2024, the uniqueness that once set Moama Lights apart has diminished.

As illustrated in the Whole of Life graph above, the event was financially sustainable in 2021 and 2022. However, the unexpected circumstances of 2023, combined with rising costs and growing competition in 2024, indicate that Moama Lights may no longer be viable in its current form.

Reassessing the future of Moama Lights

The time commitment required from Council staff to organise and deliver this event is substantial. Staff have worked tirelessly to ensure the event's success, but the ongoing strain on resources should be acknowledged. The opportunity cost of running the event should also be noted as staff are unable to work on alternative events and activities due to the commitment required to deliver Moama Lights.

As part of our commitment to responsible financial and operational management, it is essential that we re-evaluate the cost-benefit analysis of running Moama Lights. While the event has provided significant economic and marketing benefits to the region, it is important for Council to fully understand the ongoing investment required, including the financial outlay and the substantial staff resources needed to deliver the event.

Given the increasing costs and the impact on staff capacity, it is timely to reassess delivery of the event. Should Council wish to proceed with Moama Lights in 2025, preparations need to begin immediately to ensure the event can be delivered successfully. However, if the decision is made to discontinue the event, it is crucial that we inform our production partner, Mandylights, as soon as possible to initiate negotiations for cancelling the contract. This will also allow Mandylights sufficient time to secure other work for 2025.

Mandylights have acknowledged the challenges Council faces and have confirmed there would be no financial penalty if the contract is cancelled before November 2024, allowing them to secure other work for the year.

Key Considerations

1. Loss of Uniqueness

Moama Lights was once a unique attraction, but similar events have since been replicated in major towns across Victoria and NSW, eroding its competitive advantage and reducing its capacity to draw enough out-of-town visitors.

2. Increased Financial Risk

While Moama Lights continues to bring economic benefits to the region, the financial risk has grown. A shortfall in revenue was already observed in 2024 (refer to Moama Lights Whole of Life Net Position graph). This risk, combined with competition and economic pressures, poses a financial burden to Council, particularly as sponsorships and grants become more difficult to secure.

3. Staff and Resource Strain

The event demands significant staff time and resources, placing a considerable strain on staff and limiting their ability to focus on other important initiatives that could offer more sustainable long-term benefits for the region.

4. Future Viability

With rising costs and increasing competition in the winter light event space, Moama Lights faces growing risks. Even with continued sponsorship and ticket sales, it is unlikely the event can sustain its previous level of success in a saturated market.

Recommendation

Given the above factors, it is recommended that Council discontinue the Moama Lights event. While the event has brought significant economic and social benefits to the region, it is no longer sustainable from a financial or resource perspective, nor does it retain its unique value proposition in a highly competitive space.

Next Steps

1. Inform Mandylights by November 2024 to avoid any financial penalties and allow them to pursue other opportunities.
2. Redirect resources toward attracting new, innovative events that can continue to support economic growth and tourism without placing a significant strain on Council's financial and human resources.
3. Explore community-driven initiatives that align with the region's identity and support long-term sustainable tourism.

Conclusion

While Moama Lights has been a successful and much-loved event, generating substantial economic and marketing benefits, the financial and staffing burdens are becoming increasingly difficult to sustain.

By stepping back from delivering the event, Council can refocus its efforts on attracting new, innovative events that drive tourism and economic growth, while alleviating the resource strain. This shift will allow Council to better meet the long-term needs of the community and support sustainable development in the region.

By presenting this information now, we aim to provide Council with the necessary context to make an informed decision about the future of Moama Lights.

STRATEGIC IMPLICATIONS

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

5.10 - Promote and grow tourism across the region - Growing Tourism across the LGA.

BUDGETARY IMPLICATIONS

While ticket revenue for the 2024 event exceeded previous years, with reduced grant opportunities and rising costs, particularly due to inflation and logistics, revenue was insufficient to cover the increased expenses. This resulted in a loss of around \$250,000 for the 2024 financial year, fully funded by MRC.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

RISK ANALYSIS

- **What can happen?**
The event continues to run at a loss.
- **How can it happen?**
Expenses are higher, fewer tickets are sold and less sponsorship income is generated than budgeted for.
- **What are the consequences of the event happening?**
The event may go over budget.
- **What is the likelihood of the event happening?**
Likely
- **Adequacy of existing controls?**
Adequate
- **Treatment options to mitigate the risk?**
Reduction in expenses wherever possible. Seeking an increase in sponsorship income. Significant promotion of the event to increase ticket sales. However this is unlikely to prevent the event going over budget.

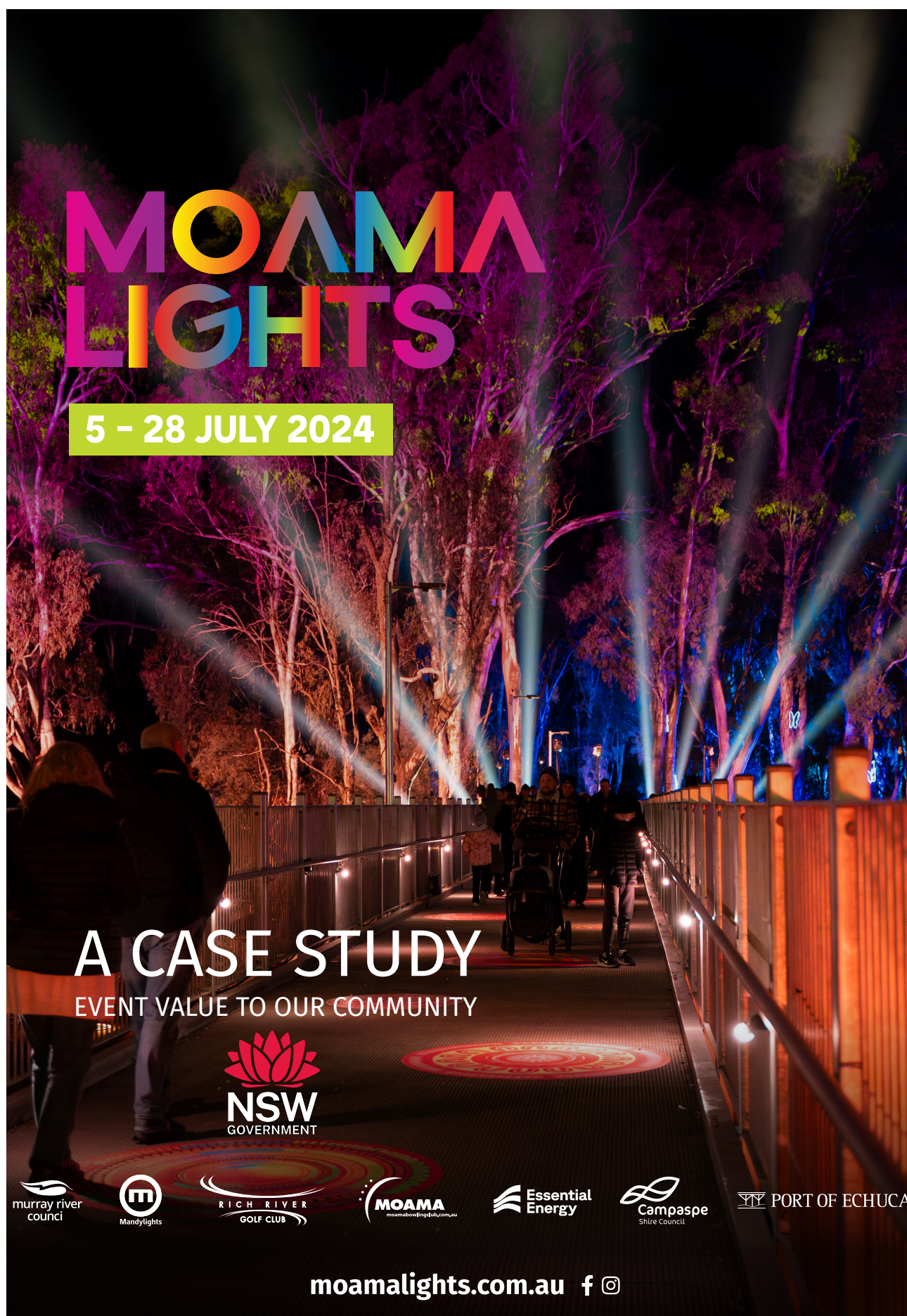
CONCLUSION

While Moama Lights has been a successful and cherished event, generating significant economic and marketing benefits for the region, the financial and staffing demands are increasingly difficult to sustain.

Given these considerations, and despite Council's previous resolution to allocate funds for the 2024 event, it may now be time for Council to consider stepping back from delivering Moama Lights in future years. This would allow Council to refocus its resources on other key priorities, including supporting the attraction of new events that can continue to drive economic and tourism benefits for the region, without the significant strain on staff resources.

ATTACHMENTS

1. 2024 Moama Lights Post Event Report [↓](#) 


A night-time photograph of a pedestrian bridge over a river, lined with trees illuminated by colorful spotlights in shades of purple, blue, and orange. People are walking on the bridge, and a stroller is visible. The scene is festive and well-lit.


MOAMA LIGHTS


5 - 28 JULY 2024


A CASE STUDY


EVENT VALUE TO OUR COMMUNITY


NSW
GOVERNMENT


murray river
council


Mandylights

RICH RIVER
GOLF CLUB

MOAMA
moamabowlingclub.com.au

Essential
Energy

Campaspe
Shire Council

PORT OF ECHUCA

moamalights.com.au f i

PARTNERS

Special thanks to our event partners

Moama Lights would not be possible without the passionate and generous support of our event partners. We recognise them for their ongoing efforts championing our region and for embracing our commitment to Light up the Murray in Echuca Moama.



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EVENT OVERVIEW

Moama Lights lit up our community for the fourth time in 2024, offering a new experience, celebrating nature through an ever-changing display of captivating colours, sound and amazing local art.

This year's event was delivered nightly from 6:00pm, from Friday 7 July to Sunday 28 July (Thursdays to Sundays) with the theme of 'Enchanted Nights' amid the beauty of Horseshoe Lagoon. Delivered across seven immersive zones, the festival of light honoured First Nations culture, showcased the creativity of local children and illuminated the stunning bushland.

Zones included Ripples on the Lagoon, Gobo Walk, Undergrowth, Nura, Symphony of the Murray, Sky Full of Stars and Bioluminescence. Delivered in collaboration with MandyLights yet again, Moama Lights also featured artists, Warwick Keen and Alkina Wilkinson.

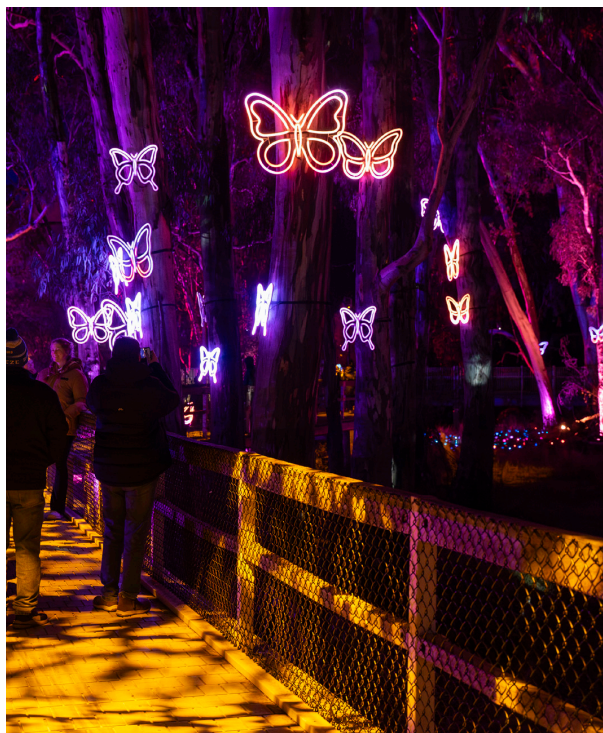
In addition to the incredible state-of-the-art installations, this year's event again featured the extra thrill of an ice-skating rink plus the American Hotel beer garden, food trucks and neon lights installations.

Throughout the duration of the event 21,089 tickets were sold to Moama Lights, including 81 to a special low-sensory session. There were a further 6,516 tickets sold for the Ice Skating Rink. The competitive sound and light, and evening events space across Victorian destinations over winter, as well as the impact of cost of living, are both challenges that were considered and combated throughout the delivery of this event.

The support of local sponsors, strong media coverage and solid ticket sales all contributed to the success of the event, as well as favourable weather for the majority of the evenings.

"Enjoyed every section, all sections were different and all beautiful. Also very much loved the light display on the Murray River. Spectacular"

Survey Respondent



CAMPAIGN STRATEGY

Following accolades and critical acclaim in early years, in the NSW Tourism Awards (Festivals and Events) and the National Local Government Awards (Creativity and Culture), inclement weather and a rising river in 2023 forced the cancellation of last year's Moama Lights event.

This year, the event was back with a stunning new visual approach, welcoming visitors to Nature's Wonderland. The sound and light activation was scaffolded with a range of other activities for young and old, including ice skating, a beer garden, food trucks and neon lights.

Moama Lights was promoted through paid media to attract visitors from both the immediate geographic region of Echuca Moama and a wider area, aiming to draw crowds back for the event and also encourage exploration of the region. In addition, to support tourism and economic goals, the event was further promoted throughout Victoria, as well as areas of NSW. Areas of focus included Melbourne, Geelong, Ballarat, Bendigo and Shepparton, in Victoria and Wagga, Albury, Griffith, and Deniliquin in NSW. This promotion not only aimed to boost attendance but also sought to lift the profile of the Echuca Moama Destination, generating increased awareness and potentially new visitation.

An exclusive event launch and media preview was held on Friday 5 July (opening night) and was attended by local media representatives.

Progressive PR & Communications delivered a bespoke public relations campaign spanning from March – July 2024. Following last year's early cancellation, Progressive PR recognised the

main objective was to increase ticket sales and ensure that Moama Lights remained top-of-mind in the competitive regional light festival scene.

As of August 2024, the Moama Lights public relations campaign had reached an approximate **total audience of 6,638,716** through traditional monitored media coverage which gleaned an **advertising space rate (ASR) of \$1,313,293**.

In total, through media monitoring Moama Lights received a total of 221 mentions which generated an approximate **audience of 7,510,508 and a collective ASR of \$1,683,006**. These numbers are inclusive of an array of local clips and a set of Channel 9 weather crosses, which were not facilitated by PPR&C.

An above the line media plan was also developed and developed and focused on the same successful target regions from 2022 and 2023 which included Ballarat, Geelong and Melbourne regions (also building on the past brand campaigns run in these areas by Echuca Moama Tourism), and to promote extended stays, as well as the closer regions of Shepparton, Bendigo and Deniliquin. We also sought to encourage visitors from NSW, advertising in the Albury, Griffith and Wagga Wagga areas. The media campaign saw an investment of \$40,939, which was delivered over two key periods being April 2024 (Early Awareness/Plan Your Visit Now) and June 2024 (Get Your Tickets/Don't Miss Out). The media mix included television, radio and digital advertising, as well as print and social media which was coordinated directly by Murray River Council.



EARNED MEDIA OVERVIEW

Murray River Council, supported by Progressive PR & Communications coordinated extensive earned media attention generating coverage of both Moama Lights and travel/visitor aspirations, and action, for the entire Echuca Moama region. Key highlights of this coverage include an approximate total audience of 6,638,716 through traditional monitored media coverage which gleaned an advertising space rate (ASR) of \$1,313,293.

In total, through media monitoring Moama Lights received a total of 221 mentions which generated an approximate audience of 7,510,508 and a collective ASR of \$1,683,006 These numbers are inclusive of an array of local clips and a set of Channel 9 weather crosses.

TIME OUT MELBOURNE

Moama Lights - 19 Apr 2024

"This dazzling light and sound event returns to illuminate Echuca Moama's beautiful red gum bushland.

It's the news we've all been waiting for: after being cut short last year due to flooding, the spectacular Moama Lights event is returning to the Echuca-Moama region bigger and brighter than ever.

Running from July 5-28 (across Thursday to Sunday nights), Moama Lights is an immersive sound and light trail comprising state-of-the-art installations, projections and cutting-edge moving light technology. "

ellastlist

Must-see Winter Festivals in Melbourne 2024

"Get ready to light up the night along the mighty Murray River as the historic twin towns of Echuca in Victoria and Moama in NSW kick off the spectacular Moama Lights Festival 2024.

One of the most hotly-anticipated winter festivals in Melbourne is a dazzling three-week extravaganza centred around an illuminated trail that weaves through the stories and scenes of the Echuca Moama region. Start your journey beneath the iconic Echuca Moama bridge, wander through the stunning natural backdrop of Horseshoe Lagoon, and conclude your light-filled adventure along the banks of the Murray, Australia's longest river."

SUNDAY HERALD SUN

Take Two - 19 May 2024

"Set against the backdrop of Horseshoe Lagoon, Moama Lights returns to the mighty Murray River from July 5. Visitors can explore a sound and light trail – inspired by Banjo Paterson poem The Daylight is Dying – celebrating the elements of nature that come to life after dark. "

URBAN LIST

Moama Lights Returns For 2024 With A New Theme: Enchanted Nights: A Celebration of Light

"After several consecutive sell-out years, the acclaimed Moama Lights Festival is set to enliven the Murray once again in 2024. Spanning four weekends from July 5 to July 28, the immersive experience unfolds against the picturesque backdrop of Moama's Horseshoe Lagoon, honouring the rich history and natural beauty of the Echuca-Moama region. "

ESCAPE

10 best things to do in Echuca

"On the junction of the Murray and Campaspe rivers in Victoria's north, Echuca is named for an Aboriginal word meaning "meeting of the waters" to the area's Yorta Yorta first inhabitants.

It became a thriving inland port in the latter 19th century, and its preserved fleet of paddle-steamers has helped make Echuca and its cross-border twin, Moama, on the NSW side of the Murray, a tourist drawcard today. The community is on the comeback trail after flooding two years ago, with much to offer the winter roadtripper."



PAID MEDIA OVERVIEW

The Moama Lights advertising campaign was a two-wave approach with early ticket sales advertised in April 2024 for early adopters, and then a second push advertised in June, targeting those who prefer to plan closer to events. The paid media plan included regional Victoria and New South Wales plus metropolitan Melbourne targeting across television, radio and digital platforms. Print advertising in the Riverine Herald and social media amplification were longer-term campaigns, delivered over many months.

Television Advertising

Station	Total Value	Total RC Value	# Spots
7Bravo Victoria	\$0	\$20,629	361
7Flix Victoria	\$0	\$16,187	334
7Mate Albury	\$0	\$1,204	54
7Mate Ballarat	\$0	\$761	26
7Mate Bendigo	\$0	\$780	35
7Mate Gippsland	\$0	\$636	37
7Mate Shepparton	\$0	\$820	51
7Mate Wagga	\$0	\$358	45
7Two Victoria	\$0	\$3,716	68
PRIME7 Albury	\$2,000	\$5,155	107
PRIME7 Ballarat	\$4,500	\$7,820	77
PRIME7 Bendigo	\$4,000	\$7,319	79
PRIME7 Gippsland	\$0	\$494	30
PRIME7 Shepparton	\$1,500	\$2,905	48
PRIME7 Wagga	\$2,000	\$4,240	78
Spot Totals	\$14,000	\$73,024	1,430

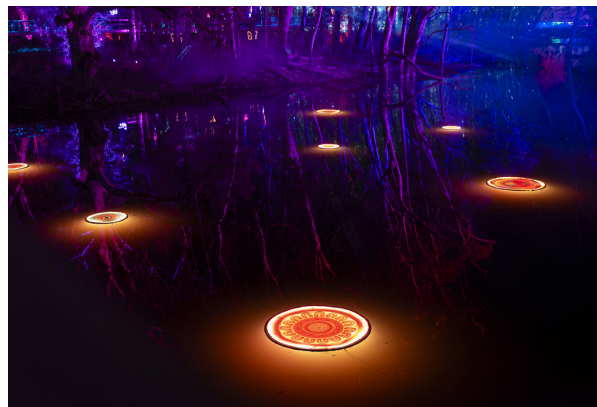
Radio Advertising

Tickets On Sale Now radio advertising campaign ran across Melbourne, Ballarat, Bendigo, Shepparton and Echuca in Victoria, and Deniliquin, Albury, Griffith and Wagga Wagga in NSW. Melbourne radio activity on Fox and Triple M included Breakfast advertisements as well as a Drive Traffic, delivering \$50,566 in value for a \$9,789 investment. The campaign gross impact was 2,813,000 listeners with an average frequency of 4.1.

Regional radio across Triple M radio stations in Bendigo, Shepparton, Albury, Griffith and Wagga also over delivered, providing spots in excess of those booked, at nil charge.

Digital Advertising

Digital campaign activity ran throughout April – July targeting the same geographic regions as the radio and television activity, via digital display advertising and YouTube pre-rolls. The total reach (impressions) were 2,016,256 via digital display adverts and 75,605 via YouTube.



"Amazing lights so enchanting. Walkway superb helps so polite incredible variety of lights beautifully done. Highly recommend cant wait for next year. Nothing to improve on it was a perfect variety."

CAMPAIGN DATA

River Country web statistics (1 Mar – 28 July)

- Moama Lights page received 33,730 sessions (22,117 active users) with an average duration session of 00:00:18sec
- 42.97% of page traffic came from the Melbourne area
- 5.32% of page traffic was generated via Facebook
- The highest page referrer, outside of Google and social media, was Timeout at 1,753 referrals.

River Country social media statistics (1 Mar – 28 July)

- Facebook reach of 123,557
- Instagram reach of 15,533
- Increase in likes/followers of 156.5% (118 people)
- Core audience: Female, 35-54, Melbourne

Moama Lights social media statistics (1 Mar – 28 July)

- Facebook reach of 375,294
- Instagram reach of 34,838
- Increase in likes/followers of 275% (1189 people)
- Increase in Facebook page visits of 1.9K% (40,204 visits)
- Increase in Instagram page visits of 1.3K % (6385 visits)
- Core Facebook audience of Female 35-44 based in Melbourne
- Core Instagram audience of Female based in Melbourne aged 35-44

"We just loved the whole experience. Every area was captivating & it moved seamlessly from area to area. I have recommended it to everyone I meet & will definitely be there next year"

Most popular posts:

1) Performed best on Facebook with:



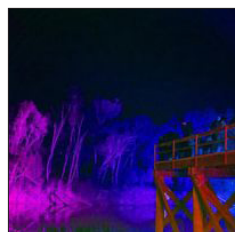
18,765 Reached
314 Reactions
2,542 Comments
66 Shares

2) Performed best on Facebook with:



18,741 Reached
123 Reactions
9 Comments
8 Shares

3) Performed best on Facebook with:



12,865 Reached
48 Reactions
24 Comments
14 Shares

The overall top performing post for this year's Moama Lights campaign was a giveaway post which the audience responded really well to, this is something to keep in mind for next year. The second top post was about Channel 9s weather report being live broadcasted from Echuca Moama with Kristy. The third was a testimonial promo post "One of the best light shows in Oz".

POST EVENT SURVEY RESULTS

The following economic impact reporting has been estimated and prepared based on the 21,089 event attendees.. The digital post event survey, received 1,154 responses with 19.3% reporting the event exceeded expectations (a decrease from 40% in 2023 and 55% in 2022). Overall, respondents felt the 2024 event was good value for money, with 84.2% likely to attend in the future.

From the responses, 31% lived within 50km from Echuca Moama, 35.7% were from regional Victoria, 20.1% from Melbourne and 11% from regional NSW. Based on ticket sales, the top 4 towns (outside Echuca Moama) that visitors came from were Kyabram, Mathoura, Wakool and Deniliquin.

When attending Moama Lights, 71.6% of visitors (or 15,099 people) stayed in accommodation. The caravan park, followed closely by motel/hotel being the most popular choice. Of those who stayed, 13,273 were in paid accommodation, with the balance with family and friends.

Facebook, followed word of mouth and 'other', were the most common cause for awareness among both visitor and resident awareness.

Based on the survey data we can surmise:

Paid Accommodation

- 3,491 attendees stayed 1 night (3,491 nights)
- 5,057 attendees stayed 1-2 nights (7,586 nights ave)
- 3,451 attendees stayed 3-4 nights (12,079 nights ave)
- 1,274 attendees stayed 5+ nights (6,370 nights)

Total nights calculated to be: 29,526 nights with an economic value of: \$5,905,200 (based on \$200 per night accommodation cost)



Hospitality

Of the 21,089 event attendees, 14,298 dined in a café, restaurant, pub or club during their stay.

- 8,106 attendees dined out 1 time (8,106)
- 4,060 attendees dined out 1-2 times (6,090 ave)
- 1,730 attendees dined out 3-4 times (6,055 ave)
- 400 attendees dined out 5+ times (2,000)

The total number of event attendee dining experiences were 22,251 with an economic value of: \$1,112,550 (based on \$50 spent per dining experience)

Shopping & Experiences

2,615 visitors to the region also went on a paddle steamer ride, valued at \$7,060.50 (based on adult ticket rate of \$27).

5,989 attendees also went shopping with an economic value of \$898,350 (based on a spend of \$150).

Overall, the estimated economic impact of Moama Light on the Echuca Moama region is in excess of \$7,923,160.50.

Spendmapp Data

Economic benefits from Moama Lights and the associated program of activities have been further substantiated by Spendmapp data which also highlights the following.

Event / No event period	Dates	Visitor Spend in Moama in the following categories: • Retail • Dining/entertainment/travel • Groceries/food/alcohol	Event period spend increase on comparison period
2024 - Moama Lights event	5 - 28 July 2024 (23 days)	\$2.85M	Increase \$440k
2023 - No event July	5 - 28 July 2024 (23 days)	\$2.41M	\$4000+GST
2022 - Moama Lights event	31 July - 21 August (21 days)	\$2.41M	Increase 350K
2022 - No event July	1 - 22 July 2022 (21 days)	\$2.06M	\$1500+GST

Data source: Spendmapp by Geografia (2024)

9.6 CORRESPONDENCE REPORT

9.6.1 CORRESPONDENCE REPORT

File Number: -

Author: Lindy Leyonhjelm, Executive Assistant

Authoriser: Terry Dodds, Chief Executive Officer

RECOMMENDATION

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

DISCUSSION

Due to the volume of correspondence that Council receives from Government Agencies, each Councillor has been forwarded the emails directly. As per resolution 290921 at the September 28, 2021, Council meeting, incoming emails from Government Agencies will not be included in this report unless by exception, only outgoing correspondence to Government agencies and general correspondence is recorded in the report.









INCOMING CORRESPONDENCE:

- Response from Tanya Plibersek MP Office on letter to Prime Minister on Water buybacks – 26 Aug 2024
- Letter of Response The Hon Yasmin Catley MP on Moama Police Station Redevelopment – 4 Sept 2024
- Moama RSL Sub Branch – request for representative at Remembrance Day Service – 10 Oct 2024
- Mathoura RSL Sub Branch – request for representative at Remembrance Day Service – 14 Oct 2024

OUTGOING CORRESPONDENCE:

- Nil

ATTACHMENTS

1. Response from Tanya Plibersek's MP office on letter to Prime Minister on water buyback.  
2. Minister response - The Hon Yasmin Catley MP Moama Police Station Redevelopment  
3. Remembrance Day 11th November 2024 Moama RSL Sub Branch  
4. Remembrance Day 11th November 2024 Mathoura RSL Sub Branch  

OFFICIAL



Australian Government
Department of Climate Change, Energy,
the Environment and Water

MC24-015822

Councillor Frank Crawley
Mayor
Murray River Council
PO Box 906
MOAMA NSW 2731

admin@murrayriver.nsw.gov.au

Dear Cr Crawley

Thank you for your letter of 5 July 2024 to the Prime Minister, the Hon Anthony Albanese MP, regarding voluntary water purchases in the Murray–Darling Basin. Your correspondence has been referred to the Minister for the Environment and Water, the Hon Tanya Plibersek MP. Minister Plibersek has asked me to thank you for your correspondence and to reply on her behalf.

The Australian Government is committed to delivering the Basin Plan in full under the *Water Amendment (Restoring our Rivers) Act 2023*, which provides more options, more time, more accountability and more funding to do this.

The department published the *Restoring Our Rivers: Framework for delivering the 450 GL of additional environmental water* on 4 July. This was informed by public consultation and multiple lines of evidence including an updated regulation impact statement which considers socio-economic impacts (dcceew.gov.au/sites/default/files/documents/framework-for-delivering-the-450-GL.pdf).

The framework outlines the full suite of water recovery tools that will support a steady and staged approach to delivering the 450 GL target. The measures to minimise social and economic impacts include:

- prioritising non-purchase water recovery options
- taking a steady and staged approach to water purchase to provide communities time to adjust
- providing scope to develop integrated water recovery and/or community adjustment assistance measures that minimise the impacts of water purchase
- an adaptive approach to consider new lines of evidence and insights as they become available.

The government is also providing \$300 million for community adjustment assistance to minimise socio-economic impacts from delivering the 450 GL of additional environmental water. This funding will be delivered through the Sustainable Communities Program (see dcceew.gov.au/water/policy/programs/open/sustainable-communities)

DCCEEW.gov.au

John Gorton Building - King Edward Terrace, Parkes ACT 2600 Australia
GPO Box 3090 Canberra ACT 2601 ABN: 63 573 932 849

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OFFICIAL

OFFICIAL

The department hosted a public webinar on 17 July about the Restoring Our Rivers: Framework for delivering the 450 GL, which also covered the Restoring Our Rivers: Trading Strategy for water purchase. This webinar provides a more detailed explanation of our approaches to recovering the 450GL and the analysis that underpins it.

You can view the recording of the webinar at dcceew.gov.au/water/policy/public-engagement/webinars.

Thank you again for bringing your concerns to the Australian Government's attention.

Yours sincerely



Emma Solomon
Acting Division Head, Water Reform

OFFICIAL

The Hon Yasmin Catley MP

Minister for Police and Counter-terrorism
Minister for the Hunter



Ref: MINS-522608304-10988
F/2024/43343

Councillor Frank Crawley
Mayor, Murray River Council
PO Box 906
MOAMA NSW 2731

admin@murrayriver.nsw.gov.au

Dear Councillor Crawley,

Thank you for your correspondence regarding the Moama Police Station redevelopment project.

I am advised that the collaborative design stage for the new Moama Police Station is progressing as part of the tender process. The NSW Police Force will proceed to release the request for tender submissions once the design has been agreed and approved.

I am further advised that no date has yet been set for the commencement of the tender stage. Completion of the project is currently indicated for 2026.

I appreciate Murray River Council's ongoing support of the provision of modern premises for contemporary policing operations.

Thank you for writing about this matter.

Sincerely,

Yasmin Catley MP

Minister for Police and Counter-terrorism
Minister for the Hunter



RETURNED AND SERVICES LEAGUE OF AUSTRALIA
(NEW SOUTH WALES BRANCH)

Moama RSL sub-Branch, PO Box 862, Moama, NSW 2731.

Phone: 0408 384 670 Email: moamasb@rslnsw.org.au ABN 63 928 048 455

10th October 2024

By Email: lleyonhjelm@murrayriver.nsw.gov.au

Cr. John Harvie
Mayor
Murray River Council

Dear Cr. Harvie,

Re: REMEMBRANCE DAY 2024 : MONDAY 11TH NOVEMBER 2024

I refer to the above matter and write to you on behalf of the President, Committee and Members of the Moama RSL sub-Branch.

Please accept our invitation to attend our upcoming Remembrance Day Service, commencing at 1055hrs at the Moama Cenotaph, Meninya Street, Moama on Monday 11th November 2024.

We also take this opportunity to extend an invitation for you to lay a wreath.

Please do not hesitate to contact us if you have any further questions or enquiries.

We look forward to your attendance.

Yours faithfully,

Moama RSL sub-Branch

Ken Jones,
PRESIDENT

Moama sub branch\2024\Remembrance Day 2024.docx

From: [REDACTED]
To: [REDACTED]
Date: Remembrance Day 11th November 2024
Monday, 14 October 2024 10:45:44 AM

Good Morning [REDACTED]

On behalf of the Mathoura RSL Sub Branch I would like to invite you or a representative of Murray River Council to attend our Remembrance Day service followed by morning tea..

This will be held on Monday 11th November commencing at 10.40 am in the Soldiers Memorial Gardens. We would love the MRC to lay a wreath.

We seek permission to sell Poppies on 2nd and 9th November 2024 in front of the Mathoura Newsagency.

We also seek permission to use both the Soldiers Memorial Gardens and Soldiers Memorial Hall.

We would like about 20 seats to be placed in the park prior to the service.

I would like to pick up the keys for the flag Poles early on Friday 8th November at the Business Centre Mathoura.

We would like to thank the Murray River Council for the donation of \$[REDACTED] for the morning tea.

Looking forward to a favourable reply.

[REDACTED] Secretary RSL Sub Branch.

9.7 SUNDRY DELEGATES REPORT

Nil

10 NOTICE OF MOTIONS/QUESTIONS WITH NOTICE

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 Proposed Sale of former Moama Preschool site, as per previous Resolution of Council 360324

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

11.2 Moama Water Treatment Plant - Land purchase

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

RECOMMENDATION

That Council moves out of Closed Council into Open Council at [Enter time](#).

RECOMMENDATION

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

12 CONCLUSION OF MEETING