

**GENERAL MANAGER'S REPORTS TO COUNCIL MEETING  
TO BE HELD THURSDAY 22 DECEMBER 2016**

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## ITEMS FOR DECISION

**ITEM NO. 1 - LEASE TO ESSENTIAL ENERGY**  
**FILE: 04.13**  
**FROM: GENERAL MANAGER**

The lease to Essential Energy for the Depot, 92-96 Coreen Street, Jerilderie is due for renewal on 15 January 2017.

Council's Solicitors Kell Moore have prepared a new lease, which will be for a period of 1 year, with an option to renew for a period of 4 further options of 1 year each. Should Essential Energy take up the renewal option, annual rental increases will be the subject of CPI.

The Common Seal of Council must be affixed to the lease.

### RECOMMENDATION

The lease to Essential Energy be executed by the Administrator and General Manager, and the Common Seal of Council be affixed.

**ITEM NO: 2- MURRUMBIDGEE COUNCIL TRANSITION & IMPLEMENTATION PLAN**  
**FILE: 03.13.08**  
**FROM: GENERAL MANAGER**

Following the proclamation of Murrumbidgee Council in May 2016, there was a requirement for Council to develop an Implementation Plan to transition the former Jerilderie and Murrumbidgee Shire Councils. This document has been in draft form since its first iteration, and will continue to be a living document guiding the transition process for some time.

The implementation timelines developed for this Plan are in keeping with the guidelines developed by the Department of Premier and Cabinet (DPC) and designed to ensure the engagement of all key staff and stakeholders throughout the transition phase. In so doing, it is envisaged that the long-term outcomes of the transition will be embedded into the organisation in a realistic and sustainable fashion.

The Murrumbidgee Council Transition & Implementation Plan (attachment # 1) has been developed in two stages, consisting of Integration and Preparing for Change (Phase One) and Implementation and Transition (Phase Two). Much of the work to be completed as part of Phase One will be undertaken ahead of the scheduled Local Government elections in September 2017 with Phase Two to be under the stewardship of the newly elected Council.

The document also covers the Ten Key Results areas which the DPC expects all new Councils to have achieved by the end of Phase One, including specific information about how each will be achieved. It also outlines the Risk Management, Budgets, Reporting and Communication frameworks that will be utilised throughout the transition and implementation process.

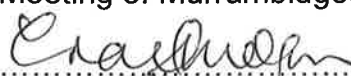
To support this process, an internal electronic working document has been developed which clearly set out each of the tasks required, and who on staff is responsible for delivering on these tasks. This internal document will be regularly monitored and updated to develop progress reports for Council and the DPC.

## **RECOMMENDATION**

That Council endorse the Murrumbidgee Council Transition & Implementation Plan in its entirety.

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**ITEM NO. 3 - COUNCIL ENTERPRISE MANAGEMENT SYSTEM**  
**FILE: 05.22**  
**FROM: GENERAL MANAGER**

One of the key tasks required to affect a unified operational arm of Murrumbidgee Council is to ensure staff utilise a business system that is common across the organisation. The former Jerilderie Shire Council's enterprise management system is provided by CivicView, while the former Murrumbidgee Shire Council operated on a platform provided by another company, Civica. Murrumbidgee Shire also utilised a business system module provided by a third company, itVision, for the purposes of records management. Each of these companies provides a range of modules to support Councils in their day-to-day functions.

To determine which of the platforms will best suit the organisation's needs into the future, an internal IT User Group has been established, and initial discussions have been held. However, there is a real need to move forward with this transition to one platform in a timely manner to allow the organisation to prepare financial information ahead of the 2017/2018 financial year. The cost of transitioning Council's financial information, as well as the purchase of licences for whichever program is determined most appropriate, is anticipated to exceed the tender threshold of \$150,000.

Section 55 of the Local Government Act 1993 sets out the tendering requirements to which Councils must adhere before entering into contracts for the provision of goods and services. However, Section 55 (3) (i) states the requirements do not apply to:

*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.*

The new Council has existing relationships and contractual agreements with three companies providing enterprise management systems, and is therefore in a position to negotiate the extension of existing contracts across the organisation. It is important to also note that at the time the two former Councils went to the market for their Enterprise Management System, they did so using the tendering provisions of the Local Government Act which ensured a competitive process ensued.

At this point in time in the transition process, if Council were to go through a tender process to determine which business system to implement, the transition to one platform will be significantly delayed and the likelihood of a fourth and more competitive supplier being forthcoming is minimal. This report proposes to explore options with existing providers to extend their contract across the organisation as this would allow for a smoother transition process.

Due to these extenuating circumstances, it is recommended that Council not commence a tender process for the implementation of a single enterprise management system for the organisation.

## **RECOMMENDATION**

That Council, in accordance with Section 55 (3) (i) of the Local Government Act 1993 not proceed to a competitive tender process for the purchase and installation of a single enterprise management system for Council on the basis of extenuating circumstances which include:

- (a) The existence of contractual agreements with three companies who are able to provide the services required for Murrumbidgee Council
- (b) The ability of Council to negotiate an extension of one of the existing agreements will provide the required outcome
- (c) The time constraints imposed on Council by the proclamation of the State Government in creating Murrumbidgee Council, requiring Council to make operational decisions to allow Murrumbidgee Council to be "fit for purpose" by September 2017, and rendering the tendering provisions of the Local Government Act impractical to implement.

**ITEM NO: 4 - MURRUMBIDGEE COUNCIL – STRONGER COUNCILS  
FRAMEWORK  
FILE 03.13.08  
FROM: GENERAL MANAGER**

Since being established in mid-May 2016, Council has been working hard on achieving the early steps in the Roadmap for Phase 1 and laying strong foundations to achieve the Ten Key Results. This work has focused on areas including service continuity, robust governance and staff engagement.

In recent months, new Councils met to work together on the development of a “Stronger Councils Framework”. The framework is based on five characteristics and a shared vision for what it means to be a strong, vibrant Council that delivers for its community. It is intended the framework will help to focus investment in activities that will transform the way Council is seen by its customers, through the delivery of real benefits to its communities.

With the successful completion of the first steps in the Roadmap and the development of the Stronger Councils Framework, the focus of Council will move to the longer term transformational actions which will lead to a stronger Council.

As part of the framework’s development, information obtained through the JWS Community Satisfaction Survey and a separate NSW Local Government Transition Survey undertaken with Council staff, was used to develop some clear targets to indicate that Council is making progress through to September 2017.

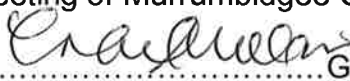
These measures have been incorporated into the Murrumbidgee Council Stronger Councils Framework (attachment # 2) which is presented for formal endorsement.

## **RECOMMENDATION**

That Council endorse the Murrumbidgee Council Stronger Councils Framework and the indicators contained therein be endorsed.

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**ITEM NO. 5 - ADMINISTRATION OF STRONGER COMMUNITIES FUND (SCF)**  
**FILE: 03.03.08A**  
**FROM: DEPUTY GENERAL MANAGER**

As part of the merger of the former Shire Councils, Murrumbidgee Council received two grants from the NSW Government. A grant of \$5 million was provided to meet the costs associated with merging the two Councils – this grant is referred to as the New Council Implementation Fund. A second grant of \$10 million was also provided and is referenced as the Stronger Communities Fund (SCF). The SCF was established by the NSW Government to provide Councils with funding to kick start the delivery of projects that improve community infrastructure and services.

In providing the funds in the SCF, the NSW Government required Councils to apply high governance standards to the decision making process, including the establishment of a Stronger Communities Fund Assessment Panel that included an independent probity advisor.

The Assessment Panel was created by Council resolution in September 2016. Membership of the Panel comprises:

- The Administrator, Austin Evans
- Greg Aplin, MP, State Member for Albury. Mr Aplin declined to be a member of the Panel and nominated Mrs Ruth McRae to represent him
- Adrian Piccoli, MP, State Member for Murray. Mr Piccoli declined to be a member of the Panel and nominated Mr Terry Hogan to represent him
- Regional Coordinator of the Department and Premier and Cabinet, Ms Trudi McDonald
- Chair of the Murrumbidgee Council Local Representation Committee, Ruth McRae
- Independent Probity Advisor, Adrian Lindner (Former Head of Wagga Wagga Campus, Charles Sturt University and currently a member of the Wagga Wagga City Council Audit and Risk Committee) (non-voting)

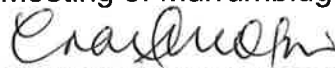
In accepting the grants, Council was required to consult with its community to allocate and deliver the SCF through two grant programs.

Firstly, a "Community Grant Program" (CGP) from which Council has recently allocated \$1 million in grants of up to \$50,000 to incorporated, not-for-profit community groups, for projects that have been identified as being able to build more vibrant, sustainable and inclusive communities.

The second initiative is in the form of "Community Infrastructure Funds" (CIF) which is a major projects program, allocating remaining funding to larger scale priority infrastructure and services projects that deliver long term economic and social benefits to communities.

Further, following consultation with the community, Council is able to increase the funding delivered through the CGP by allocating funds from the CIF. Council

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recently advertised its intent to take this action by proposing to transfer \$500,000 from the CIF to the CGP (representing Round Two of the SCF)

In addition to the above, any surplus funds from the New Council Implementation Fund can be invested in either the SCP or CIF.

This report outlines the proposed management of both the CGP and the CIF over the term of the grants (three years). The SCF is required to be spent or committed by Council by 30 June 2019 and all funding acquitted before 31 December 2019.

As part of Round One of the SCF, Council funded 33 projects in the amount of \$1,014,000 (including GST). Council also endorsed the recommendation of the Assessment Panel to fund 11 projects from the CIF in the amount of \$521,364 (including GST).

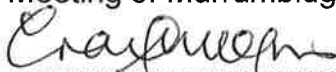
Council is yet to consider the recommendation by the Assessment Panel to fund a further 6 projects totalling \$264,536 (including GST) should residual funding be available under the SCF. This report proposes that the 6 projects be re-considered when applications for Round Two of the SCF are invited.

\$8.2 million remains available for projects in both the CGP and CIF (noting that \$235,464 is available in the CGP if the 6 projects earmarked for Round 2 of the SCF are approved).

The Assessment Panel also recommended that Council seek further information on the following 18 projects (amounting to \$3.5 million) before making a final decision for funding under either the SCF or the CIF:

REQUIRING FURTHER INFORMATION			
	Applicant	Project	Amount
1.	Jerilderie Aquatic Club	Project to minimise further erosion of banks of Lake Jerilderie	\$246,850.00
2.	Coleambally Lions Club	Placement of former turbine runne in Coleambally	\$15,092.00
3.	Jerilderie Cricket Club	Basketball court and associated infrastructure	\$21,500.00
4.	Coleambally Cricket Club	Upgrade of Number 3 Oval	\$48,576.00
5.	Heritage Darlington Point	Restoration of former police station	\$42,709.97
6.	MC (Jerilderie Tidy Town Committee – Section 355 Committee)	Solar lighting for Jerilderie town entrance signs	\$9,874.50
7.	MC (Jerilderie Tidy Town Committee – Section 355 Committee)	Luke Park solar lighting	\$3,199.90
8.	Darlington Point -Coleambally Rugby League Club	Construction of female change rooms	\$148,657.00
9.	Coleambally Football Netball Club	Female change rooms	\$50,000.00

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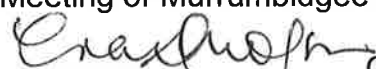
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10.	Jerilderie Apex Club	Jerilderie Community Retirement Aged Care Units	\$800,000.00
11.	Coleambally Football Netball Club	Improvements to Sports Oval Number 1 including new clubrooms above the existing stadium	\$800,000.00
12.	Jerilderie and District Race Club	Racecourse Amenities Block upgrade	\$250,000.00
13.	Jerilderie Preschool Kindergarten Inc.	Long Day Care Centre/ Preschool	\$500,000.00
14.	The Apex Club of Darlington Point	New Boat Ramp and Floating Jetty	\$500,000.00
15.	Darlington Point Community Garden	Construction of Community Garden	\$30,000.00
16.	Coleambally Pony Club	Purchase of generator and upgrade to club fencing and gates	\$6,642.72
17.	Jerilderie Sports Club	Construction of shelter and seating together with pathway to Clubhouse and sealed car park	\$50,000.00
18.	Coleambally Chamber of Commerce	Brolga Place refurbishment	\$50,000.00
<b>TOTAL</b>			<b>\$3,516,369</b>

Many of the above projects fall into the category of "major sporting infrastructure upgrade or community infrastructure upgrade" and would best be considered by Council as "Council initiated projects" to be funded from the CIF and undertaken by Council itself. Such projects would need to be inserted into forward works programs over the next three years.

Some of the above projects already align with decisions made by the former Councils in anticipation of the funding that was known to be made available upon merger. The table below includes a listing of those projects that the two Councils were considering in this regard and projects that were presented to the community during Local Government Week.

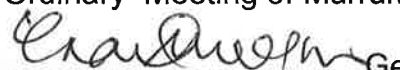


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Community Infrastructure Fund Project Proposals		
Jerilderie Shire Council Projects		AMOUNT
1	Water Supply - Filtration Plant Upgrade	\$ 1,444,500
2	Water Supply - Telemetry System Installation	\$ 120,000
3	Provision for swimming pool upgrade	\$ 960,000
4	Monash Park - Netball Courts/kitchen upgrade	\$ 176,000
5	Upgrading/refurbishing to playgrounds	\$ 100,000
6	Racecourse Toilets refurbishment	\$ 75,000
7	Hall kitchen/amenities upgrades & provision for outside decking	\$ 175,000
<b>Sub-total</b>		<b>\$3,050,500</b>
<b>Murrumbidgee Shire Council Projects</b>		
<b>Darlington Point Projects</b>		
1	Riverfront development including Jetty and Boat Ramp	\$ 500,000
2	Young Street Subdivision	\$2,000,000
3	Street lighting	
4	Water playground for Darlington Point Pool	
5	Tiddalik Wetlands Development	\$ 60,000
6	Darlington Point Water Treatment	\$ 200,000
7	Darlington Point Sewerage Effluent re-use system	\$1,600,000
8	Sawmill site purchase and development	
9	Sportsground facilities upgrade	\$ 380,000
<b>Sub-total</b>		<b>\$4,740,000</b>

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<b>Darlington Point Stronger Community Projects</b>		
1	* DPC RLFC - changerooms	\$ 148,657
2	* Apex Club of Darlington Point	\$ 500,000
3	Darlington Point Community Garden	\$ 30,000
<b>Sub-total</b>		\$ 678,657
<b>TOTAL DARLINGTON POINT</b>		\$5,418,657
<b>Coleambally Projects</b>		
1	Sportsground facilities upgrade	\$ 900,000
2	Street lighting	
3	Lake (and subdivision)	\$1,820,000
4	Water playground for Coleambally Pool	
5	* Cypress View Lodge expansion	
6	* Multipurpose Medical Centre	
7	* Netball Courts	\$ 260,000
<b>Sub-total</b>		\$2,980,000
<b>Coleambally Stronger Community Projects</b>		
1	Chamber of Commerce - Brolga Place	\$ 50,000
2	Coleambally Lions Club Tourism Display	\$ 15,092
<b>Sub-total</b>		\$ 65,092
<b>TOTAL COLEAMBALLY</b>		\$3,045,092
<b>Council-wide</b>	1. Council entry statements	\$ 150,000
	2. Roads across all communities	
	3. Tourism/Visitors Centre facilities	
<b>Sub-total</b>		\$ 150,000
<b>GRAND TOTAL</b>		<b>\$11,664,249</b>
<b>* Item may already be included in former Council project list</b>		
<b>* Projects put forward to be discussed and endorsed by Council</b>		

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In addition to the above, Council needs to be mindful of the feedback from the recent community survey and also some of the anecdotal feedback received during the public sessions on the corporate branding project.

The community have identified the maintenance of unsealed roads, as well as the condition of sealed local roads, as the top areas for improvement for Council, and as such the CIF is an opportunity to allocate funds to road maintenance across the Council area.

Given the many competing priorities, this report proposes the creation of "working groups" to work in partnership with Council to obtain the best possible outcomes for the communities within the Council area.

Specifically, it is apparent that the Coleambally, Jerilderie and Darlington Point communities have a priority for upgrading sporting infrastructure, as sport plays a major role in the social fabric of all towns.

Each working group would comprise a member of the Local Representation Committee (LRC), a staff champion and a representative from each of the sporting committee associations who use the sporting precinct. It is proposed that the LRC member and staff champion would meet with the relevant community representatives during January with a view to presenting information to the LRC Strategic Planning Meeting on the 7 February 2017.

The workshop on 7 February would categorise the projects as "ready to go"; "more information required" or "not worth pursuing". That process would be followed by a period of public exhibition seeking community feedback prior to a meeting of the Assessment Panel in April 2017.

The Strategic Planning Day would include discussion of the 18 projects identified in the table above, as well as the "Council initiated projects" also identified above would take place and some prioritisation occur. Clearly, a culling process is in order as is the need to balance the apportionment of funds across the Council area.

The LRC "Council Area Tour" proposed for 27 January 2017 will also assist the LRC to form views in relation to the priorities for the communities.

An indicative timeline for the administration of the grants is therefore as follows:

November 2016	Round One of CGP Grants approved (\$1.014m)
November 2016	Round One of CIF Grants approved (\$521k)
November 2016	Round Two of CGP Grants recommended (\$265k)
December 2016	Commencement of Round One SCF projects
January 2017	Tour of Council area to inspect facilities Commencement of Round One CIF Projects
February 2017	Workshop to consider 18 projects identified as "worthy of further consideration" and to shortlist "Council initiated projects"

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March 2017	Further development of concepts for the CIF funds, including seeking public submissions on proposed projects
April 2017	Meeting of Assessment Panel to consider the outcomes of February workshop
May 2017	Council meeting to consider recommendations of Assessment Panel meeting
July 2017	Progress report no. 1 from recipients on project status
September 2017	Commence process of identifying unused funds from the CGP to be transferred to the CIF and thence to be allocated to priority projects not funded via the processes above. This would involve the newly elected Council
December 2017	Progress report no. 2 from recipients on project status
February 2018	Consideration of further funding rounds to allocate remainder of SCF or from underspent projects
December 2018	Progress report no. 3 from recipients on project status
February 2019	Commence (shorter) allocation process for the remaining funds from the Implementation Fund and the SCF program
June 2019	Progress report no. 4 from recipients on project status. Final finance report submitted by grantees for Council audit
December 2019	Final acquittal of projects by Council

The Probity Advisor for the Assessment Panel, Adrian Lindner, has reviewed this report and concurs with the proposed processes.

## RECOMMENDATION

That:

- (a) The NSW Office of Local Government be advised of Council's three year plan for allocating the Stronger Communities Fund, as detailed in this report
- (b) A copy of this report (and the report to the Extraordinary meeting of Council on 8 November 2016) be provided to the NSW Office of Local Government, which outlines the governance arrangements for the management of the funds; the consultation processes with local communities in relation to the funds; the process for prioritising the proposed projects; details of the approved projects for the community grants and the timeframes for the approval of the unallocated funds
- (c) The transfer of \$500,000 from the Community Infrastructure Fund to the Stronger Communities Fund representing Round 2 of the SCF be approved.

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**ITEM NO. 6 - DARLINGTON POINT CARAVAN PARK**  
**FILE: 04.13**  
**FROM: DEPUTY GENERAL MANAGER**

The existing lease for the Darlington Point Caravan Park expired on the 31 December 2015. The former Murrumbidgee Shire Council, at its meeting of 20 January 2016, resolved to renew the lease to the person named within the report for a period of five years from 1 January 2016, with an option for a further five years.

Council staff proceeded to implement the decision of the Council and provided the lessee with the draft Lease and Licence for land that is used for the purposes of operating the Caravan Park.

The lessee had a number of concerns regarding the terms of the Lease and Licence, which can be summarised as follows:

- The lessee is seeking the Lease and Licence to incorporate an initial five year term, with an option for a further five years, followed by a further option of five years.
- The Lease requires the lessee to retain a qualified Arborist to undertake an inspection of the trees in the Caravan Park and provide a report on the trees in relation to any safety issues that exist. The clause further requires the lessee pay for the Arborist to undertake any works in the Caravan Park to make the Park safe to the public and tenants of the Caravan Park. The lessee seeks a change requiring Council to undertake the required works.
- The lessee is not prepared to enter into a Licence for the Crown Land that surrounds the Council owned land, and instead is seeking a Lease for the Crown Land.

A meeting was held with the lessee and the Manager of the Caravan Park on 29 September 2016 to discuss the abovementioned concerns.

This report will now provide further context to the three items above.


#### Term of the Lease and Licence

The term of the previous Lease was for five years, commencing 1 January 2011. The Lease was described in the report to Council as "a five year by five year lease.....and that the rental for future years be renegotiated prior to a Council determination on the second and subsequent five year periods".

The wording of the above resolution seemed to indicate that Murrumbidgee Shire Council was contemplating successive five year options. In the circumstances it is probably in the interest of both parties that the Lease be for an initial five year period, followed by two options for a further five year term.

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## Maintenance of Trees

The current lessee maintains that it is not her responsibility to undertake tree maintenance which has accumulated over the years. The lessee correctly states that previous Leases and Licences have not referenced the issue of the maintenance of the trees as a responsibility of either party. The clause in the proposed Lease is a new clause inserted by virtue of inspections that Council has arranged and paid for in recent years due to concerns being expressed about the condition of some of the trees in the Caravan Park.

In late 2014, Murrumbidgee Shire Council's then Director, Community Infrastructure and Sustainability undertook an inspection of the Caravan Park with an arborist who subsequently prepared a report for Council on the condition of the many trees within the Park, some of which are in excess of 200 years old. In addition another arborist was commissioned by Council and undertook an inspection and prepared a report dated April 2016. In summary the 2016 report stated:

- The park contains over 100 trees either directly within the Park or that join the property boundary and impact on the Park use
- Some maintenance of the trees has been undertaken, approximately 10 to 15 years ago on 15 of the 60 River Red Gums
- 14 trees were identified as high risk
- 25 trees were identified as moderate risk
- There are 4 very old growth trees identified in very poor condition that will require careful consideration due to their high ecological value.

Two quotes to implement the recommendations of the arborists have been obtained, in the amount of \$34,000 and \$20,240 (excluding GST).

Most of the trees are located on land owned by Council. In the event that any of the trees lose limbs or fall over and injure members of the public or damage property, Council will be held liable by any affected third party. There are known risks on Council property and Council needs to manage that risk.

In the circumstances it is recommended that Council undertake the work as recommended by the arborists report, and fund the works from the Caravan Park Reserve. This Reserve has \$64,000 and has previously been used to maintain Council owned buildings on the site, including the amenities block.

The Lessee has agreed that if Council undertakes the maintenance as requested in the short term, that she is agreeable to the clause remaining, and that she and future lessees would assume responsibility for all future maintenance of the trees.

## The Issue of a Lease or Licence over the Crown Land Portion of the Caravan Park

The lessee is not agreeable to the granting of a Licence over that land which is not owned by Council (and which is Crown Land with Murrumbidgee Council as Trustee). The lessee is seeking to enter into a Lease over the Crown Land as she feels it provides improved certainty of her tenure on the land.

Previous advice from the Department of Primary Industries was that they would not agree to a Lease over Crown Land and as such was the reason that Council, in good faith, proposed the Licence. In previous arrangements for the operation of the Caravan Park, a Licence has been the "instrument" used for the occupation and use of the Crown Land component of the Caravan Park.

In response to the concerns expressed by the lessee, the Deputy General Manager met with the Department of Industries (Lands) to explore options that might be available to Council, the Department and the lessee.

I am pleased to advise that the Department has revised its position and now advises "that it may be possible for a lease to be prepared and registered whereby the lease makes reference to part Lot 7008 DP1027096 by way of description subject to Land & Property Information's (LPI) acceptance thereof". The advice goes on to state "However, given that the Caravan Park infrastructure is located on part Lot 7008 DP 1027096 and potentially encroaches onto Lot 7305 DP 11555816, it is suggested that Council may wish to consider survey for the purpose of Lease description (not a subdivision under the Environmental Planning and Assessment Act 1979)". Attachment # 3 identifies the areas referenced above.

Subsequently, a survey of the land in the terms described above is being undertaken for Council to allow this matter to progress

It is important to note that Aboriginal Land Claim No. 38161 was lodged in respect of the whole Reserve 60373 on 10 March 2015 and has not yet been determined.

In addition, it is likely that the Caravan Park has encroached Reserve 60531 comprising Lot 7305 DP 1155816 being a Travelling Stock Reserve (TSR) and under the management of the Rural Lands Protection Board. This Reserve is also subject to another Aboriginal Land Claim 38159 lodged 10 March 2015.

This report recommends that Council (upon completion of the survey) proceed with the preparation of a Lease for that section of the Caravan Park that is on Crown Land and seek the approval of LPI and the Minister to enter the Lease.



General Manager

.....Administrator

## RECOMMENDATION

That:

- (a) the Darlington Point Caravan Park be leased to Sherrie Milvany Maggs for a period of five years from 1 January 2016, with a further two options of five years each in duration and the annual rental be as resolved at the Council meeting on the 20 January 2016
- (b) The draft Lease be forwarded to the lessee for her information
- (c) The draft Lease relating to the Crown Lands section of the Caravan Park be forwarded to the Department of Industries–Lands for the Minister's consent.
- (d) A contractor be engaged to remove the trees as identified in the inspection report dated April 2016 at a cost of \$20,240, and that such expenditure be funded from the Caravan Park Reserve.

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This is page 17 of 45 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Thursday 22 December 2016.

 General Manager .....Administrator

**ITEM NO 7 - DRAFT LIQUID TRADE WASTE POLICY FOR MURRUMBIDGEE COUNCIL**  
**FILE: 04.35.03**  
**FROM: DIRECTOR OF TECHNICAL SERVICES**

As resolved at the August ordinary meeting, the Draft Murrumbidgee Council Liquid Trade Waste Policy was publicly notified and exhibited for a period of 28 days, with a submission period of 42 days, in accordance with Section 160 of the Local Government Act.

No submissions were received during the exhibition period.

**RECOMMENDATION**

That the Draft Murrumbidgee Council Liquid Trade Waste Policy be adopted in accordance with Section 160 of the Local Government Act 1993.

**ITEM NO. 8 - CHRISTMAS BREAK 2016**  
**FILE: 05.23**  
**FROM: DIRECTOR OF TECHNICAL SERVICES**

A small number of staff will be working over the Christmas break between 28 December 2016 and 2 January 2017 to maintain Council's infrastructure, water and sewerage, parks and gardens and town maintenance, as well as any minor road works.

The majority of the staff will be on leave during this period and return to work in the first week of January 2017. Some staff are taking extended leave during January 2017.

In the case of an emergency during the Christmas break, the following staff should be contacted:

**Jerilderie Township**

Bryan Payne – Overseer	0428 579 095
Martin Barratt – Water / Sewerage	0427 487 833
David Tamlyn – Director of Technical Services	0427 895 630

**Darlington Point / Coleambally Townships**

Darrel McNeilly – Water / Sewerage	0417 804 458
Darrel McNeilly – Acting Overseer	0427 684 166
Ben Smith – Coleambally	0418 795 068

**Garbage Collection during holidays**

Darlington Point	28/12/2016	morning
Coleambally	28/12/2016	afternoon
Jerilderie		as normal

**Tip Opening during holiday**

Darlington Point	28/12/2016	8.00am to 12.00 noon
Coleambally	28/12/2016	12.00 noon to 4.00pm
Jerilderie		closed Christmas Day 25/12/16

I would like to thank the Engineering staff and Office staff for their co-operation and support during the past 12 months, and in particular the past six months during the amalgamation of both Councils.

The next 12 months will be very challenging for the Engineering Department with the amount of works that will need to be completed with regard to road construction, road maintenance, kerb and guttering, RMCC works, Roads to Recovery works and town maintenance activities.

I wish all Engineering staff, Office staff, LRC members and your families a very Merry Christmas and a happy and safe New Year.

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This is page 19 of 45 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Thursday 22 December 2016.



General Manager

Administrator

I will be on annual leave from 3 January 2017 to 6 February 2017. Denis Gelle will be Acting Director of Technical Services during this period.

I look forward to working with you all for another successful year in 2017.

**RECOMMENDATION**

That the Christmas Break Report be adopted.

**ITEM NO: 9 - DRAFT CONTAMINATED LAND MANAGEMENT POLICY**  
**FILE: 02.16.04**  
**FROM: DIRECTOR OF ENVIRONMENTAL SERVICES**

Under the provisions of the Contaminated Land Management Act 1997, Councils in NSW are required to have a Contaminated Land Management Policy. RAMROC Waste Groups obtained a grant from the NSW Environment Protection Authority to create a standard policy for all member Councils.

The Draft Contaminated Land Management Policy is attached for Council's perusal (attachment # 4).

The Policy will ensure that Council meets all its due diligence requirements regarding the management of contaminated land.

### **RECOMMENDATION**

That:

1. The Draft Murrumbidgee Council Draft Contaminated Land Management Policy be publicly notified and exhibited for a period of 28 days, with a submission period of 42 days, in accordance with Section 160 of the Local Government Act 1993;
2. On completion of the submission period, the Draft Contaminated Land Management Policy be reported to Council for resolution in accordance with Section 161 of the Local Government Act 1993.

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This is page 21 of 45 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Thursday 22 December 2016.

 General Manager .....Administrator

**ITEM NO: 10 - DARLINGTON POINT MASTER LANDUSE PLAN STEERING COMMITTEE**

**FILE: 04.25.14**

**FROM: DIRECTOR OF ENVIRONMENTAL SERVICES**

A Master Landuse Plan is being developed for Darlington Point to guide the future development of the town. Habitat Planning are the consultants appointed to undertake the project on behalf of Council. A copy of the brief for the project will be provided at the meeting.

An Advisory Committee of Councillors (in this instance LRC representatives) and Council staff will be required to guide the project. Below is the recommended make-up of the Committee and the time frame for the project. Please note that the community will be provided with opportunities to have input into the Plan.

**Committee Makeup**

- 3 LRC representatives from Darlington Point
- Director of Technical Services - David Tamlyn
- Director Corporate and Finance - Sue Mitchell
- Director of Environmental Services – Susan Appleyard (Project Manager)
- Operations Manager North - Gary Rhandawa
- Economic, Tourism and Community Development Manager- Gerrie Carr-MacFie
- General Manager (alternate Deputy General Manager)

**Project Timeline**

- Initial meeting late January
- Follow up meetings at least once a month after that
- Draft placed on exhibition and for public comment - April 2017
- Review May 2017
- Adoption June 2017

**RECOMMENDATION**

1. That the Darlington Point Master Landuse Plan Advisory Committee be established as follows:
  - 3 LRC representatives from Darlington Point - Mr Curphey, Mr Gilbert and Mr Wells
  - Director of Technical Services - David Tamlyn
  - Director Corporate and Finance - Sue Mitchell
  - Director of Environmental Services – Susan Appleyard (Project Manager)
  - Operations Manager North - Gary Rhandawa
  - Economic, Tourism and Community Development Manager- Gerrie Carr-MacFie
  - General Manager (alternate Deputy General Manager)
2. That the Advisory Committee initial meeting be the last week in January 2017.

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This is page 22 of 45 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Thursday 22 December 2016.



.....General Manager .....Administrator

**ITEM NO. 11 - DARLINGTON POINT URBAN FLOOD STUDY**

**FILE: 04.25.13**

**FROM: DIRECTOR OF ENVIRONMENTAL SERVICES AND DIRECTOR OF TECHNICAL SERVICES**

Murrumbidgee Council is currently in the process of preparing the Darlington Point Urban Flood Study.

The Study is to be undertaken in accordance with the NSW Floodplain Development Manual – The Management of Flood Liable Land April 2005 (The Manual). The manual outlines the various stages required for the preparation of the Study. The basic stages are outlined below:

<b>Milestone</b>
Establishment of the Floodplain Risk Management Committee
Develop brief for Flood Study
Seek quotations and appoint consultant to undertake Flood Study
Draft Study completed
Draft Study endorsed by Floodplain Risk Management Committee
Draft Study endorsed by Council and Office of Environment and Heritage
Study placed on public exhibition
Review of Study after exhibition by Floodplain Risk Management Committee
Adoption of Study by Council and Office of Environment and Heritage

Quotations are currently being sought for the Study, however there is no formal Floodplain Risk Management Committee. There is however a Darlington Point Levee Committee. Therefore it is recommended that the Darlington Point Levee Committee be renamed the Darlington Point Floodplain Risk Management Committee and that the Committee membership be as outlined in the NSW Floodplain Development Manual – The Management of Flood Liable Land April 2005.

**Steering Committee**

Appendix D of the Manual outlines the makeup and responsibility of the Floodplain Risk Management Committee. A copy of Appendix D is provided (attachment # 5).

The Committee is to be made up of the following:

- Elected Members of Council – a minimum of 2 Councillors are required to be on the Committee
- Council Staff – the General Manager, Director of Technical Services, Operations Manager North, GIS and Assets Officer, Director of Environmental Services
- Local Community Representatives – a minimum of 2 representatives would be required. They can be drawn from local community groups, or individuals with an interest in flooding issues can nominate. Currently there is one representative.

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 General Manager .....Administrator

- Local environmental group representatives – there are no known locally based environmental groups
- Local industry body representatives - suggested a representative of the local Chamber of Commerce and the local irrigators group or farmers group
- A representative of the Office of Environment and Heritage (OEH)
- The SES representative - will most likely be the regional controller
- Representative of the welfare services – at the time of writing this report it was not clear who the most appropriate organisation would be to approach for representation on the Committee. This will be discussed with the SES Controller and the OEH representative.

The Committee should have its first meeting in late January or early February 2017.

## RECOMMENDATION

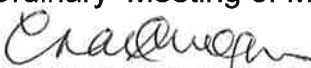
That:

1. The Darlington Point Floodplain Risk Management Committee be formed in the following manner:

Elected Representatives	Mr Curphey, Mr Gilbert and Mr Wells
Council staff	General Manager Director of Technical Services Manager of Development Operations Manager Trainee Development Officer
Local Community Representatives	That an advertisement be placed in the Observer and on Council's web site seeking expressions of interest from members of the public to be a member of the Darlington Point Floodplain Risk Management Committee
Local Industry Bodies	That the Local Chamber of Commerce, irrigator groups and Farmers Federation be contacted seeking representatives on the Committee
Office of Environment and Heritage	That the representative from the Office be confirmed for the Committee
State Emergency Services	That the representative from the State Emergency Services be confirmed for the Committee.
Welfare Services Representative	That the appropriate agency to contact be determined after contacting the State Emergency Service.

2. The Report be adopted.

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 General Manager .....Administrator

**ITEM NO: 12 - DEVELOPMENT APPLICATION NO DA 06-15/16**  
**FILE: DA 06-15/16**  
**FROM: DIRECTOR OF ENVIRONMENTAL SERVICES**

### **Property Description**

Applicant:	Solure Pty Ltd
Property:	Lot 2, DP858670, South Coree Road, Jerilderie
Zoning:	RU1 – Primary Production
Proposed Development:	1.5 MegaWatt Solar Project
Consent Authority:	Murrumbidgee Council
Reason for Report:	Council owns the land on which the project is proposed.

### **Background**

In 2014 the former Jerilderie Shire Council was approached by a private company to lease the subject land on South Coree Road. In 2015 the application was lodged with Council, however the applicant asked for the application to be put on hold.

In November 2016 the applicant asked for the application to be formally assessed and the application commenced exhibition on 7 December 2016, for a period of 2 weeks, which will end on 21 December 2016. At the time of writing this report no submissions had been received. If any submissions are received by the close of the submission period they will be tabled at the Council meeting.



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This is page 25 of 45 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Thursday 22 December 2016.

*Crashmore* ..... General Manager ..... Administrator

## **Comment**

The application has been assessed in accordance with the provisions of the *Environmental Planning and Assessment Act 1979*. A Development Assessment Sheet has been completed to show all considerations under *Section 79C and Section 96(2)* of the *Act* have been examined. It will be available at the meeting.

## **Environmental Planning Instruments**

### Jerilderie Local Environmental Plan 2012

The proposed solar project complies with the objectives of the Plan and is permissible with Consent in the RU1 – Primary Production zone.

### State Environmental Planning Policy (Infrastructure) 2007

The solar project is permissible with consent in the RU1 Zone under the SEPP and is not considered state development under the SEPP and therefore can be determined by Council.

## **Development Control Plans**

The proposed solar project complies with the objectives of the Plan.

## **The Environmental Planning and Assessment Regulations 2000**

The proposed solar project complies with the relevant requirements of the Regulation.

## **The likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality**

The site is located within close proximity to the Jerilderie Substation to the west of the township of Jerilderie. The site has been highly modified by past agricultural use. The impact of the proposed solar project has been assessed as having little impact on the immediate area and will have a long term benefit to the town with the addition of an alternative power source so close to the town.

## **The suitability of the site for the development**

There are no environmental constraints posed by the site and the development's close proximity to the Jerilderie Substation is considered a major benefit, not only for the development but to the town as well.

## **Any submissions made in accordance with this Act or the Regulations**

Any submissions received by the close of the submission period 21 December 2016 will be presented to the Council meeting with comment.

## **The public interest**

The proposed solar project is considered to be in the public interest as it will provide an additional renewable energy source within the township.

The project will also assist the Federal Government in reaching their Renewable Energy Target which is aiming for "23.5 per cent of Australia's electricity generation in 2020 be from renewable sources (source: Department of Environment and Energy)".

## **Conclusion**

The proposed solar project complies with the heads of consideration under Section 79C of the Environmental Planning and Assessment Act 1979, therefore approval is recommended.

## **RECOMMENDATION**

That consent be granted to Development Application No. 06-15/16 for 1.5 MegaWatt Solar Project, on Lot 2, DP 858670, South Coree Road, Jerilderie dated 8 December 2015 as shown on Plan Number DA 06-15/16 and described in details accompanying the application under *Section 80(1) of the Environmental Planning and Assessment Act, 1979* subject to the following conditions:

1. The development shall take place in accordance with the plans and documentation submitted with the application. A copy of these are held by Council as Plan No. DA06-15/16.

Reason: to clarify the extent of the consent.


2. A Construction Certificate is to be obtained from Council or an accredited Private Certifier to verify that if all building work is carried out in accordance with those endorsed detailed plans and specifications it will fully comply to all of the provisions of the Building Code of Australia (BCA).

Reason: This is a prescribed Condition of the Environmental Planning and Assessment Act and Associated Regulations

3. The erection of the building the subject of this development consent MUST not be commenced until:

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 General Manager .....Administrator

- a) detailed plans/specifications of the building have been endorsed with a construction certificate by:
  - (i) the Council, or
  - (ii) an accredited certifier, and
- b) the person having the benefit of the development consent:
  - (i) has appointed a principal certifying authority, and
  - (ii) has notified the Council of the appointment, and
- c) the person having the benefit of the development consent must lodge a notice of commencement form with Council prior to commencement of work at least two days prior to commencing the erection of the building.

Reason: These are requirements of the Environmental Planning and Assessment Act and associated Regulations

- 4. Use of the site for the proposed development shall not take place until all conditions of this approval have been satisfied.

Reason: To ensure compliance to all requirements.

- 5. The constructed building and any associated utilities are to be contained wholly **within the boundaries of the property. It is the responsibility of the owner/principal contractor to ensure compliance with the requirements of this condition.**

Reason: To ensure works are contained on the site to which the consent has been issued.

- 6. CLASS 1 or 10 BUILDINGS.

**The following inspections are required for 48 hours notice is to be given to Council or an accredited certifier to enable an inspection to be conducted.**

- a) at the commencement of building work, and
- b) after excavation for, and prior to the placement of, any footings, and
- c) prior to pouring any in-situ reinforced concrete building element, and
- d) prior to covering of the frame work for any floor, wall, roof or other building element
- e) after building work has been completed and prior to any occupation certificate being issued in relation to the approval.

**Please note that failure to comply with this condition may result in the Occupation Certificate not being granted.**

Reason: To ensure compliance with the Environmental Planning and Assessment Regulation 2000, associated legislation and Council requirements.

7. Builders/Developers are to provide on-site waste bins for waste materials generated during construction or they are to remove waste from the site on a daily basis.

Reason: To avoid a public health nuisance.

8. Building work shall not commence on the site before 7.00 am Monday to Saturday and 8.00am on Sundays and cease by 8.00pm daily.

Reason: To ensure compliance with the requirements of the Protection of the Environment Operations Act 1997 and Regulations

9. Provision is to be made of an approved safety fence around the site prior to commencement of works.

Reason: To protect the safety of persons on adjoining land.

10. Any waste or excavated material removed from the site is to be taken to an authorised site for disposal. No fill is to be deposited on other land without the prior consent of Council.

Reason: To ensure the responsible disposal of surplus landfill.

11. A sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:
- (i) Showing the name, address and telephone number of the principal certifying authority for the work, and
  - (ii) Showing the name for the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
  - (iii) stating that unauthorised entry to the work site is prohibited.

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work had been completed.

This Condition does not apply to:

- (i) Building work carried out inside an existing building, subdivision work or demolition work that is carried out inside an existing building, that does not affect the external walls of the building; or
- (ii) In relation to Crown building work that is certified, in accordance with Section 116G of the Environmental Planning and Assessment Act, to comply with technical provisions of the State's building laws.

Reason: This is a prescribed condition of the Environmental Planning and Assessment Regulation 2000.

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Chauhan General Manager .....Administrator


12. Toilet facilities are to be provided at, or in the vicinity of, the work site on which work involved in the erection or demolition of a building is being carried out, at the rate of one toilet for every 20 persons or part of 20 persons employed at the site.

The provision of toilet facilities in accordance with this condition must be completed before the commencement of construction works.

Reason: This is a prescribed condition of the Environmental Planning and Assessment Regulation 2000.

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This is page 30 of 45 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Thursday 22 December 2016.

 General Manager .....Administrator

# COMMITTEE MINUTES

## ITEM NO. 13 - MINUTES OF THE GENERAL MEETING OF JERILDERIE TIDY TOWNS COMMITTEE HELD AT THE OFFICE ON THURSDAY 1 DECEMBER 2016 COMMENCING 6.00PM

**Present:** Ian Sneddon (chair), Robyne Sneddon, Sadie Herrick, Faith Bryce, Fred Scammell, June Scammell, Isobel Milne, Ann Wright, Richard Wright, Joan Ferris, Joan Kuschert, Polly Fisher, Dot Mills, Graham Mills, Ruth McRae, Loretta Marriott, Pat Godfrey, Elaine Forbes.

**Apologies:** Bruce Crittenden, Jan Crittenden, Garry Borger, Chris Girdwood  
Moved June Scammell Seconded Isobel Milne that the apologies be accepted.  
Carried.

A welcome was extended to the partners of members. Bill Ferris, John Bryce & Tony Herrick.

The Minutes of the last meeting were accepted as read on the motion of MFDot Seconded  
Graham Mills Carried.

### Business arising from the Minutes:

- We have 7 projects up for fund allocation under the \$9million Community Infrastructure Fund. (you little ripper!!)
- Tip road clean up was attended by 15 (?) volunteers. Great work everyone. Not one Joe Blake was seen – or heard.

### Treasurer's report as tabled

Moved Richard Wright Seconded Fred Scammell that the Treasurers Report as tabled be accepted. Carried.

### Correspondence:

**Inwards:** nil

### Outwards:

- Reply to Sports Club re request for donation for mower.
- Reply to Beth & Roy re invite to Ye Olde Bank
- Letter to LRC re bus stop shelter etc.

### Business arising out of Correspondence:

- Ruth McRae reported that letter from TT regarding bus stop shelters etc has been tabled at Council.

Moved MFDot Seconded Graham Mills that correspondence be accepted.  
Carried.

### General Business:

- Jerilderie Tidy Towns had 7 SCG projects advertised asking for community feedback.
- Mrs Ruth McRae informed the meeting that all feedback was positive and there was plenty of it. Great work by all who replied.
- His Eminence has ordered a fan for Our Office wall. Australia Day Committee will cover costs. Thanks guys.

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This is page 31 of 45 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Thursday 22 December 2016.

 General Manager .....Administrator

- Christmas Lights judging to be held Sunday December 18, 2016 9.00pm meet at Our Office.
- Winners to be announced at Australia Day Celebrations.
- We will have our next meeting at Ye Olde Bank to take up Beth & Roy's invitation.

**Other Business:** Let's eat.

**Meeting Closed:** 6.15pm

**Next Meeting:** February 2, 2017

**At:** Ye Olde Bank

**Time:** 6.00pm

.....  
**Chair** 2/2/2017

## Who is gunna do what?

- Members who can – Christmas Lights Judging 18/12/16
- Sadie info to June Scammell for SRN.
- All members and families to have a wonderful, safe and happy Christmas and New Year.
- We also wish the hard working members of our Local Representation Committee and staff, both indoors & outdoors of Murrumbidgee Council a relaxing (hopefully) holiday season. Our members thank you all for the time and effort put into our new Council. Let's all work together to make it a good one.

Merry Christmas

## Treasurer's Report

### JERILDERIE TIDY TOWNS COMMITTEE

23/11/16

#### Account QuickReport As of December 1, 2016

Type	Date	Num	Name	Memo	Split	Amount	Balance
BENDIGO BANK A/C							13,561.12
Cheque	3/11/2016	29	S HERRICK	SEC'S EXP ( ...	-SPLIT-	-153.80	13,407.32
Cheque	3/11/2016	30	J FERRIS	ENGRAVE G...	-SPLIT-	-9.50	13,397.82
Deposit	4/11/2016			Deposit	FINES & TRAV...	33.00	13,430.82
Deposit	9/11/2016			Deposit	Unrestricted	750.00	14,180.82
Total BENDIGO BANK A/C						519.70	14,180.82
TOTAL						519.70	14,180.82

## RECOMMENDATION

That the Minutes of the Jerilderie Tidy Towns Committee Meeting 1 December 2016 be adopted.

This is page 32 of 45 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Thursday 22 December 2016.



General Manager

Administrator

**ITEM NO. 14 - MINUTES OF THE MURRUMBIDGEE COUNCIL TRAFFIC COMMITTEE MEETING HELD AT DARLINGTON POINT ON 8 DECEMBER 2016, COMMENCING 10.00AM**

**Present:** Robert Black (Chair), David Tamlyn, Gary Randhawa, Gaila Smith, Ian Girdwood (Local Member Representative), Michael Buckley (RMS)

**Apologies:** NSW Police

**Agenda Items:**

1. Line marking adjacent to Gum View Café. The meeting inspected the lines marked on the Kidman Way adjacent to the intersection with Damamiel Street. The original line marking was incorrect. Michael and David to follow up and rectify.
2. Kingfisher Avenue, Coleambally  
At present the cars exiting the Doctors Surgery are only able to turn left and must then make a u-turn to travel back to the west. Suggest that part of the median strip be removed and turning lanes installed to allow a right turn from the Doctors Surgery. David to design the new access including give way signs at the access from Doctors Surgery and Brolga Hotel.
3. Truck Parking Area (Fatigue parking area)  
There are no truck parking areas between the start of the Kidman Way and Griffith.  
Discussion regarding locations. An area between Burke Lane and Martin Bell Road was identified. David to design a truck parking area and complete a proposal for RMS Funding.
4. Intersection Kidman Way / Sturt Highway (Waddi)  
Request for street lighting on this intersection. Discussion regarding cost and maintenance of street lighting. Suggestion made to install large "intersection ahead" signs similar to those at the intersection of Kidman Way and Newell Highway. Sensor flashing lights may also be an option.
5. Truck Transfer Station / School Bus Stop – north side of Sturt Highway near intersection of Kidman Way.  
Request from trucking company for a truck transfer station adjacent to the Waddi Service Station. Maybe able to add some road base to the existing pad in this area to make it accessible.
6. B-Double Access – Coleambally  
Discussion regarding the application for B-Double access in Coleambally. The road pavement in Kingfisher Avenue will not support heavy vehicle access. Heavy vehicle access via Jimmy Cull Road / Calrose Avenue to industrial area. There is no access across the CIGL bridge.

This is page 33 of 45 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Thursday 22 December 2016.



General Manager

Administrator

7. School Bus Stop in Darlington Point.

At the moment the bus is stopping in front of the Doctors, this is an unofficial bus stop. Gary to organise a meeting to speak to bus company and get feedback regarding best location for the bus stop. Need to design a bus stop area and apply for funding from RMS.

**General Business:**

Ian – concerned about the length of the grass to the north of the Kidman Way / Newell Highway intersection affecting sight distances. RMS are responsible for slashing this road side.

Ian – signs at Urana Road / Newell Highway intersection. The signs on the western side of the Newell Highway across from the Urana Road intersection are too close to the road, trucks passing turning traffic are almost hitting these signs. RMS to inspect.

David – Darlington Point – issue with intersection of Kidman Way and Stock Street. There was much discussion regarding this area. North bound traffic turning into Stock Street is an issue – south bound traffic is not an issue.

David – Hay Road 50km/hr sign. David to email Michael to advise the 50km/hr sign / zone being moved 160m south.

Michael - advised that RMS did not need to be involved in several of the items discussed. Only items that are not delegated to Council need to be brought to Traffic Committee.

**Future Agenda Items:**

- Coly Club – free camping, dump point.
- Caravan parking Kingfisher Avenue
- Boundary entry signs – to be discussed after new branding is finalised. Plans to RMS when finalised.
- Red Cross Gardens 75<sup>th</sup> anniversary
- Wood Street / Newell Highway intersection – to be discussed at a future meeting.

Meeting closed 12.15pm

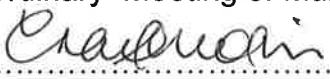
Next meeting to be advised.

**RECOMMENDATION**

That the Minutes of the Murrumbidgee Council Traffic Committee Meeting 8 December 2016 be adopted.

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This is page 34 of 45 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Thursday 22 December 2016.

 General Manager .....Administrator

## ITEMS FOR INFORMATION

### ITEM NO. 15 - STATEMENT OF BANK BALANCES & SCHEDULE OF INVESTMENT

FILE: 05.13

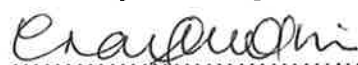
FROM: DIRECTOR, CORPORATE AND FINANCE

#### STATEMENT OF BANK BALANCES

2016-17  
Consolidated

<b>Cash Book 31 OCTOBER 2016</b>	<b>666,406.94</b>
ADD - Receipts - 30 November 2016	2,906,647.81
ADD - Receipts - Bendigo Bank	1,142,958.39
ADD - Cancelled	0.00
ADD - Adjustments	0.00
LESS - Cheques	-103,839.67
LESS - Autopay	-1,311,993.09
LESS - Payroll	-405,915.24
LESS - Bank Charges & Transfers	-757,814.64
LESS - Loan Repayments	-10,753.99
LESS - Investments	0.00
LESS - Visa Card Pymt	-9,715.74
LESS - Fuel Card	-353.47
LESS - Photocopy Rental	-920.02
<b>CASH AT BANK 30 NOVEMBER 2016</b>	<b>2,114,707.28</b>
 <b>Bank Statement 30 NOVEMBER 2016</b>	 <b>1,574,325.45</b>
Bank Statement - Bendigo Bank	596,454.66
PLUS Outstanding Deposits	18,619.62
LESS Unpresented Cheques	-74,692.45
LESS Outstanding Autopay	0.00
LESS Reverse Autopay	0.00
<b>CASH AT BANK 30 NOVEMBER 2016</b>	<b>2,114,707.28</b>
Add Investments	29,195,648.75
<b>Total Cash and Investments</b>	<b>31,310,356.03</b>
 <b>Represented by:-</b>	
Trust Account - North	173,063.09
Trust Account - South	17,958.26
Water Fund - North	1,282,220.30
Water Fund - South	438,835.66
Sewer Fund - North	1,808,775.34
Sewer Fund - South	1,816,983.05
Domestic Waste Management - North	80,000.00
Domestic Waste Management - South	103,804.00
Unexpended Grant Funds	573,325.78
Plant Reserve - North	835,638.01
Plant Reserve - South	31,000.00
Employee Leave Entitlement Reserve-North	450,000.00
Employee Leave Entitlement Reserve-South	810,000.00
Infrastructure Reserve - North	4,074,176.20
Infrastructure Reserve - South	701,447.00
Residential Housing Reserve - North	120,000.00
New Council Implementation Fund	4,506,205.61
Stronger Communities Fund	9,998,145.79
General Fund	<b>3,488,777.94</b>

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General Manager

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## **SCHEDULE OF INVESTMENTS**

<b>Institution</b>	<b>Amount</b>	<b>Rate</b>	<b>Matures</b>	<b>NO.</b>
IMB	512,032.67	2.50	03-Jan-17	17/17
ANZ	300,000.00	2.65	05-Jan-17	18/17
St George	505,801.46	2.90	07-Dec-16	5/17
NAB	251,397.61	2.60	17-Jan-17	19/17
ANZ	502,669.84	2.55	24-Jan-17	21/17
Bendigo Bank	713,430.55	2.25	18-Feb-17	24/17
Bendigo Bank	1,241,384.09	2.15	22-Feb-17	25/17
METWAY	700,000.00	2.52	31-Jan-17	22/17
METWAY	1,308,090.70	2.55	07-Feb-17	23/17
IMB	300,000.00	2.57	13-Dec-16	11/17
St George	300,000.00	2.70	13-Jan-17	12/17
NAB	817,860.94	2.65	20-Dec-16	13/17
NAB	503,986.31	2.80	03-Jan-17	14/17
ANZ-Les Wallis	51,244.52	2.00	29-Dec-16	15/17
Bendigo Bank	254,814.45	2.25	30-Dec-16	16/17
St George	200,000.00	2.45	22-Feb-17	20/17
IMB Ltd	500,000.00	2.50	08-Feb-17	20
IMB Ltd	507,524.25	2.50	04-Jan-17	24
IMB Ltd	400,000.00	2.60	05-Jan-17	25
Bendigo	251,669.86	2.60	08-Feb-17	28
ANZ	530,201.34	2.50	14-Mar-17	29
ANZ	443,561.11	2.50	21-Dec-16	30
Bendigo	500,000.00	2.30	07-Dec-16	31
Bendigo	457,692.76	2.15	27-Feb-17	34
Bendigo	1,006,284.15	2.35	16-Dec-16	35
ANZ	509,849.31	2.60	28-Mar-16	39
Bendigo	1,817,333.33	2.40	16-Feb-17	40
ANZ	674,662.99	2.50	17-Jan-16	41
Bendigo	2,022,155.74	2.50	16-Apr-16	42
Bendigo	579,145.53	2.25	03-Jan-17	43
IMB Ltd	532,855.24	2.50	01-Feb-17	44
Bendigo	10,000,000.00	2.70	16-Dec-16	45

**Total Investments** **29,195,648.75**

Average Interest Rates	2014/15	3.24%
	2015/16	2.73%
	2016/17	2.49%

### **PERCENTAGE OF FUNDS HELD**

SUNCORP	2,008,090.70	6.88%
St George	1,005,801.46	3.45%
NAB	1,573,244.86	5.39%
ANZ	3,012,189.11	10.32%
Bendigo	18,843,910.46	64.54%
IMB Ltd	2,752,412.16	9.43%

**29,195,648.75**

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General Manager

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- I hereby certify that:
- 1) the cash book was reconciled with the bank balance as shown by the bank statements as at 30 November 2016
  - 2) the investments have been invested in accordance with the Local Government Act, Regulations and Council's policies.

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Sue Mitchell  
**RESPONSIBLE ACCOUNTING OFFICER**

### **RECOMMENDATION**

That the Statements of Bank Balances and Schedules of Investments as at 30 November 2016 be adopted.

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 General Manager .....Administrator

**ITEM NO: 16 - AUSTRALIA CITIZENSHIP CEREMONY**  
**FILE: 02.03**  
**FROM: GENERAL MANAGER**

I am pleased to inform Council that arrangements have been put in place to conduct a Citizenship Ceremony for the following candidates:

- Mr David Ian Robert Munnis
- Mr Mahendar Chukka
- Mrs Kathryn Marie Maynard

The ceremony will be held in the Council Chambers, Jerilderie commencing 10.00am on Friday 20 January 2017.

Invitations have been extended to family and friends of the candidates to attend, with morning tea to be served at the conclusion of the ceremony.

### **RECOMMENDATION**

That the Report be adopted.

**ITEM NO: 17 - UPDATE ON PROJECT MANAGEMENT OFFICE (PMO)**  
**FILE: 03.13.08**  
**FROM: DEPUTY GENERAL MANAGER**

This report provides an update on the activities of the Project Management Office (PMO) as it continues managing the business issues associated with the Murrumbidgee Council Transition Project. The PMO is responsible for making recommendations to the General Manager (and ultimately Council) on a wide range of matters that are relevant to the integration and harmonisation of the Murrumbidgee Council. These matters include defining and realising outcomes and benefits of the transition, monitoring risks, quality of outcomes and deliverables, timeliness and budget implications.

The PMO provides strategic direction and advice and will monitor implementation by others within the Council. The PMO is working collaboratively with MANEX to ensure that workloads are manageable, noting that MANEX is charged with ensuring continuity of service for the services provided by the two former Councils.

The PMO's role includes consideration of:

- Organisation structural issues
- Reporting requirements
- Implementation methodologies
- Establishment of and adherence to timelines
- Internal and external communication
- Human resources and industrial issues
- Systems integration including Information and Communications Technology (ICT) and salary systems
- Harmonising and enhancing policies and codes
- Delegations
- Community engagement
- Governance matters including insurance, procurement, risk management, work, health and safety, register development and maintenance, internal and external audit
- Rates and fees and charges harmonisation

The first iteration of the Transition and Implementation Plan was prepared and provided to Department of Premier and Cabinet (DPC) in July. The Plan is subject to regular review so as to reflect progress of the overall Project. The Plan has been recently subject to a comprehensive review and was reviewed by MANEX on 17 November.

A separate report on the Plan is included in this business paper.

Below is an update on the activities of the PMO undertaken following the October meeting of Council:

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General Manager

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- ✓ The recently elected Consultative Committee held its second meeting. Training for the Committee has been arranged for January 2017
- ✓ The fifth staff newsletter was prepared and distributed
- ✓ Concerns had been expressed by staff in relation to the need for improved communication. In response, and in addition to the staff newsletter, a weekly email is now prepared and distributed to all staff
- ✓ Council (in conjunction with CAMMS) continued the process of documenting existing service levels across approximately 74 areas of service delivery (in respect of both former Councils) and then planning a review process for those 74 areas
- ✓ Held further meetings with The Articulate Pear to progress the Corporate Branding and Community Engagement project. The Articulate Pear then presented four draft logos to the LRC at a workshop on 15 November. A final logo has been selected and a launch is proposed for January 2017
- ✓ Produced and distributed the fifth Community Newsletter
- ✓ Issued letters to the organisations who submitted applications for funding under the Stronger Communities Fund
- ✓ Staff proceeded to implement the recommendations (endorsed by MANEX) made by Council's ICT Specialist following an Audit of Information and Communications Technology (ICT) hardware and systems
- ✓ Brief to be prepared to include recommendations on hardware upgrade and connectivity solutions. A number of machines at Jerilderie require replacement/upgrade
- ✓ Preparations for harmonising pay runs continued and this project will be completed in January 2017. This project has been transferred to the Director Corporate and Finance
- ✓ Engaged Jeff Roorda and Associates to commence Asset Assessment and Management Plan project. Initial meeting took place on 15 December
- ✓ Received Expressions of Interest from staff in relation to options for ongoing employment within the new Council organisation
- ✓ Attended a networking meeting of the PMO leads in Sydney
- ✓ Received responses from companies to undertake the design and construction of effective and reliable telecommunications between the three centres
- ✓ Ordered three large (75 inch) touchscreens with inbuilt processors to be installed in the Council meeting rooms at Jerilderie, Coleambally and Darlington Point. These units will allow presentations to be made during meetings of the LRC, Council and other meetings. They will also improve the ability to have meetings remotely and reduce travelling for some staff

Staff within the PMO are working on reviewing the two existing CSP's from the former Councils, and are creating a "linking document" that will highlight the key priorities from both CSP's. This work will inform the preparation of a "Statement of Vision and Priorities" which is intended to provide high level guidance for the early period of the new Council, until the adoption of the first Community Strategic Plan by June, 2018.

The information from both the review of the CSP's and the Service Review will be analysed and assist in making recommendation to MANEX (and eventually Council) on an appropriate organisation structure for the new Council. Development of a new salary system will be undertaken (in-house by the Human Resources Specialist recruited to the PMO) concurrently with the formation of the new organisation structure.

## **RECOMMENDATION**

That the information on the activities of the Project Management Office be adopted.

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 General Manager .....Administrator

**ITEM NO: 18 - CONTAINER DEPOSIT LEGISLATION**  
**FILE: 04.39.02**  
**FROM: DIRECTOR OF ENVIRONMENTAL SERVICES**

In October 2016 legislation was made regarding the container deposit scheme. The legislation and regulations will introduce a container deposit scheme throughout NSW, and this is the largest waste initiative to be introduced in NSW. The draft regulations are currently on exhibition.

The program is due to be rolled out across the state by 1 July 2017.

Attached is information provided to Council from the NSW Office of Local Government as part of a teleconference (attachment # 6).

The following are key point that have been gleaned from the information provided to Councils to date:

- 10c refund will be provided on most containers ranging from 300ml to 3 litres
- The scheme will commence 1 July 2017
- Tenders are currently open for the scheme operator across the state
- Expressions of interest are currently open on the NSW Environmental Protection Authority's website for parties that are interested in being a network operator or local operator
- Murrumbidgee Council falls within the category defined as regional which means a collection point is required in each town as long as the towns are not located within 30 kms of one another
- Regional collection centres are required to be open 24 hours a week, including 4 hours on a weekend day
- There are provisions in the regulations for negotiations with kerbside recycling contractors and Councils regarding the percentage of the 10c refund per container that will be provided to Councils as part of the kerbside collection
- A number of NSW Councils are keen to see a standard approach to the percentage shared between kerbside recycling contractors and the affected Councils
- The Government realise that the scheme will not be fully functional by 1 July 2017


There will be further detail provided over the coming months, however it is important that Council and community organisations are aware of the scheme, as it may present a number of opportunities in our region.

## **RECOMMENDATION**

That the Report be adopted.

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**ITEM NO: 19 - WORKS IN PROGRESS 8/11/2016 to 4/12/2016**  
**FILE: 03.16.04**  
**FROM: DIRECTOR OF TECHNICAL SERVICES**

<p><b>Regional Roads</b></p> <p>RR552 – Conargo Road</p> <p>RR564 – Berrigan Road</p> <p>RR323 – Oaklands Road</p> <p>RR59 – Urana Road</p> <p>RR596 – Morundah Road</p> <p>RR356 – Berrigan/Oaklands Road</p> <p>RR183 – Whitton Road</p>	<p>Guide post maintenance, bitumen patching.</p> <p>Edge patching, sign maintenance.</p> <p>Edge patching, guide post maintenance, shoulder slashing.</p> <p>Guide post maintenance, edge patching.</p> <p>Shoulder slashing, edge patching</p> <p>Bitumen patching, shoulder slashing.</p> <p>Asset inspection, sign maintenance.</p>
<p><b>MR321 – Kidman Way</b></p>	<p>Shoulder slashing, weed spraying, bitumen patching, guide post maintenance, asset inspection, rubbish collection.</p> <p>Heavy patching program to start in January 2017.</p> <p>Resealing program to start in February 2017.</p>
<p><b>H17 – Newell Highway</b></p>	<p>Bitumen patching, shoulder slashing, asset inspection, rubbish collection, heavy patching trial patch segment 105 adjacent to Caravan Park.</p>
<p><b>Local Road Maintenance</b></p>	<p><b>Grader Maintenance</b></p> <p>Duncan Road, Raithby's Lane, Tip Road, Sherwood Lane, McDonald Road, McLennons Bore Road, Old Morundah Road, Pugsley Road, Fraser Road, Cook Road, McGrath Road, Nick Hutchins Lane, Britt's Road, Jim Cattenach Road, Darlington Point Common, Wallin Road, Coleambally Tip area, Boondilla Road, McLay Road, Harvey Wells Road, Forge Road, Steel Road, Kayla Road, South Boundary Road.</p> <p><b>Slashing</b></p> <p>Graham Road, Bridge Road, McDonald Road, Boerema Road, Hardy Road, Hutchings Road, Bundure Road, South Coree Road, Cape Road, Mayrung Road, Logie Brae Road, Harris Lane, Mairijimmy Road, Willows Road, McPherson Lane, Booroobanilly Lane, Darlington Point APZ and Fire Trails, Coleambally Tip area, vacant</p>

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 General Manager ..... Administrator

	<p>blocks in Barwidgee, lane ways in Darlington Point, Britt's Road table drains and sections of levee banks, Conargo Road</p> <p><b>Fire Breaks</b></p> <p>Bundure Road, Fernbank Road, McLennons Bore Road, Jerilderie town area, Wilson Road.</p> <p><b>Gravel Resheeting</b></p> <p>Main Canal Road (section), Britt's Road, Jim Cattenach Road (section)</p> <p><b>Bitumen Patching</b></p> <p>Booroobanilly Road, McPherson Lane, South Coree Road, Willawa Lane, Harris Lane, Mairjimmy Road, Willows Road, Wilson Road, Fairlie Grange Road, Nyora Road, Broughshane Lane</p> <p><b>Guide Post Maintenance</b></p> <p>South Coree Road, Willows Road, Mayrung Road, Harris Lane, Logie Brae Road</p>
<b>Roads to Recovery Program 2016/2017</b>	Main Canal Road completed
<b>Fixing Country Roads</b>	Documents for funding application in progress.
<b>Town Streets / Parks</b>	<p><b>Jerilderie</b></p> <p>Bitumen patching, gutter cleaning, rubbish collection, nature strip mowing, sign maintenance.</p> <p><b>Darlington Point</b></p> <p>Barwidgee Boulevard – Rehabilitation works in residents' yards. Christmas banners installed. Sign maintenance in progress. Drain cleaning, manhole flushing.</p> <p><b>Coleambally</b></p> <p>Christmas banners installed. Works at Coleambally airstrip to be completed. Bencubbin Avenue shoulder works. Survey works Coleambally ovals.</p>
<b>Wunnamurra Estate</b>	Sewerage construction completed. Storm water construction to commence followed by water service connection. Electrical / telephone and road works.
<b>Darlington Point Tip Area</b>	Construction of ramp to skip bin in progress and clean-up of facility - expected completion by 23/12/16.

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..... General Manager ..... Administrator

<b>Darlington Point Depot</b>	Concept Plan, Traffic Management Plan and design for Depot to be put on display for staff by the end of January 2017.
<b>Boat Ramp Darlington Point</b>	Boat ramp on north side of river cleaned up and washed down. Survey and design of proposed new boat ramp on southern side in progress.
<b>Private Works</b>	Minor works for graders and trucks. Trial patching on H17 Segment 105 for RMS.

## RECOMMENDATION

The Works in Progress Report be adopted.

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.....General Manager

.....Administrator

