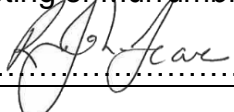


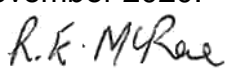
**REPORTS TO MURRUMBIDGEE COUNCIL MEETING  
TO BE HELD TUESDAY 24 NOVEMBER 2020**

**INDEX**

<b>RECORDING &amp; WEBCASTING OF MEETING.....</b>	<b>2</b>
<b>OFFICERS' REPORTS FOR CONSIDERATION.....</b>	<b>3</b>
ITEM NO. 1 - GENERAL MANAGER MONTHLY REPORT .....	3
ITEM NO. 2 - HIGH STREET GRANT.....	12
ITEM NO. 3 - MOBILE FOOD VANS ON PUBLIC LAND - POLICY .....	15
ITEM NO. 4 - DRAFT MODEL ASBESTOS POLICY .....	17
ITEM NO. 5 - REPORT ON MURRUMBIDGEE COUNCIL CODE OF CONDUCT STATISTICS .....	20
ITEM NO. 6 - QUARTERLY BUDGET REVIEW - SEPTEMBER 2020 .....	22
ITEM NO. 7 - DROUGHT COMMUNITIES FUNDING – ADVERSE EVENT MANAGEMENT PLAN.....	25
ITEM NO. 8 - AUSTRALIAN VISITOR RADIO – FM88 .....	28
<b>REPORTS/MINUTES OF COUNCIL COMMITTEES .....</b>	<b>31</b>
ITEM NO. 9 - MINUTES OF THE AUDIT RISK & IMPROVEMENT COMMITTEE.....	31
<b>OFFICERS' REPORTS FOR NOTING .....</b>	<b>37</b>
ITEM NO. 10 - MONTHLY CASH & INVESTMENT REPORT – OCTOBER 2020 .....	37
ITEM NO. 11 - ONLINE LODGEMENT OF DEVELOPMENT APPLICATIONS .....	41
ITEM NO. 12 - FINANCE MANAGER'S REPORT – OCTOBER 2020.....	43
ITEM NO. 13 - MANAGER PLANNING & ENVIRONMENT– MONTHLY REPORT .....	45
ITEM NO. 14 - MANAGER, CORPORATE & COMMUNITY SERVICES – MONTHLY REPORT .....	48
ITEM NO. 15 - MANAGER ECONOMIC & TOURISM DEVELOPMENT – MONTHLY REPORT .....	56
ITEM NO. 16 - ASSET MANAGER – MONTHLY REPORT .....	60
ITEM NO. 17 – OPERATIONS MANAGER CONSTRUCTION – MONTHLY REPORT .....	62
ITEM NO. 18 - DEVELOPMENT APPLICATIONS APPROVED UNDER DELEGATION, OCTOBER 2020 .....	64
ITEM NO. 19 - BIOSECURITY / SALEYARDS / TRUCKWASH / STOCK CONTROL.....	65
ITEM NO. 20 - WORKS IN PROGRESS 20/10/2020 TO 16/11/2020 .....	67
<b>CONFIDENTIAL ITEMS .....</b>	<b>69</b>
ITEM NO. 21 - BROLGA PLACE TENDER EVALUATION .....	69

This is page 1 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## RECORDING & WEBCASTING OF MEETING

In the spirit of open, accessible and transparent Government, and to ensure this meeting is open to the public, this Council meeting is being recorded and livestreamed to the Murrumbidgee Council facebook page. A recording will also be placed on Council's website following the meeting.

Murrumbidgee Council accepts no liability for any defamatory, discriminatory or offensive remarks or gestures that are made during the course of the Council Meeting. Opinions expressed or statements made by individuals are the opinions or statements of those individuals and do not imply any form of endorsement by Murrumbidgee Council.

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# OFFICERS' REPORTS FOR CONSIDERATION

## ITEM NO. 1 - GENERAL MANAGER MONTHLY REPORT

Council Meeting:	24 November 2020
Report Date:	16 November 2020
Author:	General Manager
File #:	SC218
Approval:	General Manager

### BACKGROUND

To provide information generally relating to past and future actions of the General Manager, along with specific action items being dealt with.

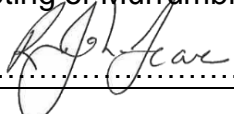
### RECOMMENDATION

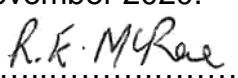
That:

1. Council support the Field Services Group application to the Regional Connectivity Programme, to install LTE mobile phone and high speed internet to the Murrumbidgee Council Local Government Area. That Murrumbidgee Council financial contribution be a one off contribution of \$100,000 cash, with in kind of \$60,000 per annum.
2. Council endorse the 15 points that must be met in holding an Australia Day event in the Murrumbidgee Council Local Government Area for 2021.
3. That Council object to the removal of Jerilderie from the regional electorate of Albury and its inclusion into the Murray electorate.
4. That Council conduct an on line auction, auctioning cabins 3, 10, 11, 14, 16 and 18, for sale as is and removal from their current location.
5. Council accept the donation of the Jerilderie Preschool play structure and install at a location to be determined.
6. Raw water restrictions for Jerilderie Township be as follows:
  - Residential – 6am to 11am and 6pm to 11pm daily (automated sprinklers or sprinklers on timers set to no more than 60 minutes or hand held).
  - Commercial (including Council) - 6pm to 11am (automated sprinklers) 6am to 11am daily (hand held or sprinklers on timers set to no more than 60 minutes).

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This is page 3 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## OFFICER COMMENT

### 1. COVID-19

Attached is the latest version of the COVID-19 action plan. Changes to the plan came into effect 9 November 2020.

The Victoria NSW border is set to open on the 23 November 2020, all we have been told is to brace ourselves for an influx of people to the region.

### 2. RAMJO Digital Sub-Committee

An application will be made under the Regional Connectivity Programme.

Murrumbidgee Council's maps of coverage are attached. As indicated last meeting we are hoping it will provide coverage to about 80% of our Local Government Area.

The total cost of application is about \$1.25M.

Along with the internet, two of the towers will have installed LTE mobile connectivity, in other words mobile phone coverage. We need to determine the specifications of one tower and, if it can hold the equipment, it will be installed on that tower also. In short, 2 of the 4, and possibly 3 of the 4, towers will have mobile phone capability, while all 4 will have high speed internet.

Field Service Group (FSG) is applying for the grant as a retail provider, the grant seeks support from other levels of Government apart from the Federal Government who instigated the grant fund. I recommend that Council provide a one off financial contribution of \$100,000 and in kind of \$60,000 per annum. The in-kind relates to towers we already own, the microwave network and buildings to house equipment.

As part of the application, FSG will be using approximately \$420,000 of their own funds while seeking \$720,000 from the Federal Government.

## Recommendation

**Council support the Field Services Group application to the Regional Connectivity Programme, to install LTE mobile phone and high speed internet to the Murrumbidgee Council Local Government Area. That Murrumbidgee Council financial contribution be a one off contribution of \$100,000 cash, with in kind of \$60,000 per annum.**

Secondly, the Deputy Premier's Department has requested that the Executive Officer of RAMJO and I present to them on the 27 November 2020, our plan to provide high-speed internet coverage across the RAMJO footprint.

### 3. Australia Day Celebrations

Consideration needs to be given to the type of event for the 2021 Australia Day celebrations.

For the event to move forward the following should be obeyed and in place:

1. COVID 19 Safe Plan developed.
2. Detail the area in which the event will be held, if outside rope off the area in question.
3. Keep a record of everyone whom attends the event, and once each person signs as being present supply a wrist band for them to wear, anyone without a wrist band must return and sign the attendance record.
4. Area must provide for social distancing of 4sqm and 1.5m apart, this area will be used to calculate the maximum attendance. Once the maximum is reached everyone else is to be turned away.
5. COVID 19 Marshals are to be employed. 1 Marshal per 20 guests, it is the Marshal's responsibility to ensure everyone has signed attendance, is wearing a wrist band and complies with social distancing.
6. All food is to be individually wrapped by the kitchen staff and provided free of charge (to avoid handling of money).
7. Hand sanitisers to be placed at the entrance and exits as well as strategic places around the event, one x 1ltr pump of sanitiser gel per 20 guests.
8. The entrance and exits must be more than 5 meters apart and manned at all times by a Marshal.
9. No raffles or fund raising.
10. Provision of enough seating for every expected guest.
11. No handshaking or kissing of the award recipients by those presenting.
12. Identify Marshals with high visibility vests or similar, with COVID 19 Marshall marked in clear writing.
13. Any musicians will be required to follow protocols of the day, keep distance and avoid instruments that expel breath. Recorded music may be an option.
14. Follow the Public Health Orders to the letter.
15. Prefer the celebration to be held outdoors, if held indoors then the social distancing to be a minimum of 5sqm.

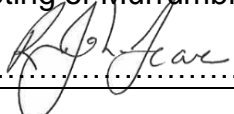
All of the above, where required, is to be provided to the General Manager of Murrumbidgee Council by no later than 15 January 2021.

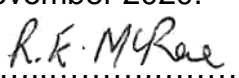
### **Recommendation**

**That Council endorse the 15 points that must be met in holding an Australia Day event in the Murrumbidgee Council Local Government Area for 2021.**

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This is page 5 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

#### 4. Boundary Changes Regional Electorate of Albury

A report has been placed on comment for proposed boundary changes.

Of significance to Murrumbidgee Council is the removal of Jerilderie from the Albury electorate and into the Murray electorate.

I recommend that Council object to the change.

There is no rationale for the change; by inclusion of Jerilderie the Albury electorate total voter numbers do not exceed many other electorate numbers.

Jerilderie has a greater connection to Albury than any other regional city.

It just has a feel that it's change for change sake, and our Local Government Area has already gone through enough forced change in the past 5 years to last a lifetime.

#### **Recommendation**

**That Council object to the removal of Jerilderie from the regional electorate of Albury and its inclusion into the Murray electorate.**

#### 5. Darlington Point Caravan Park

Sale of Cabins - It been identified that Council has cabins at the Caravan Park which are not suitable for rental in their current condition.

I asked Council's Development Officer to inspect when he was in Darlington Point, and he confirms that the following cabins should be auctioned for sale as is, and for removal from their current location: cabin, 3, 10, 11, 14, 16 and 18.

#### **Recommendation**

**That Council conduct an on line auction, auctioning cabins 3, 10, 11, 14, 16 and 18, for sale as is and removal from their current location.**

#### 6. Preschool Play Equipment Donation

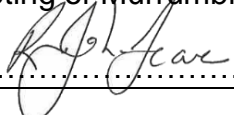
The Jerilderie preschool has donated to Jerilderie the existing play structure, which they are not relocating to their new facility.


Council would be responsible for the relocation costs, which have been estimated to be around \$10,000 inc GST.

As such, if Council wishes to accept this offer, we need to decide on a location.

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This is page 6 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.......... General Manager

.......... Mayor

Some locations provided to me have been Yamma Hall, Jerilderie Anglican Church Hall and the Jerilderie Swimming Pool.

### Recommendation

**That Council accept the donation of the Jerilderie Preschool play structure and install at a location to be determined.**

### 7. Jerilderie Raw Water Restrictions

The warmer weather, along with the introduction of Daylight Saving Time, sparks a need to change the raw water restrictions for Jerilderie.

### Recommendation

**Raw water restrictions for Jerilderie township be as follows:**

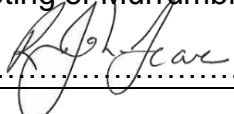
**Residential - 6am to 11am and 6pm to 11pm daily (automated sprinklers or sprinklers on timers set to no more than 60 minutes, or handheld). Commercial (including Council) - 6pm to 11am (automated sprinklers), 6am to 11am daily (hand held or sprinklers on timers set to no more than 60 minutes).**

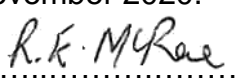
### 8. Other Things On The Go

### General Manager:

Description	Comment	
Meetings attended since last Council Meeting	<ul style="list-style-type: none"> <li>• Management Meetings - 1</li> <li>• RAMJO Board – 1</li> <li>• Meetings with Mayor and/or Councillors - 4</li> <li>• Residents and Ratepayers – 3</li> <li>• RAMJO Energy Sub – 1</li> <li>• Murrumbidgee Trails - 1</li> </ul>	<ul style="list-style-type: none"> <li>• Individual Staff Meetings - 10</li> <li>• CPA - 3</li> <li>• LG Professionals - 2</li> <li>• LGNSW – 1</li> <li>• ARIC – 1</li> <li>• RFS - 1</li> </ul>
Management Team Performance Reviews	(2018/19) Completed (2019/20) Completed	
CPA Professional Development	Completed 48 of the required 120 hours for the triennium	
Policies	<b>Completed</b> <ul style="list-style-type: none"> <li>• Draft Media &amp; Communications Policy (incorporating former Media and Social Media policies)</li> </ul>	<ul style="list-style-type: none"> <li>• Payment of Expenses and Provision of Facilities</li> <li>• Enterprise Risk Management</li> <li>• Fraud and Corruption Prevention</li> <li>• Gifts and Benefits</li> </ul>

This is page 7 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

 General Manager

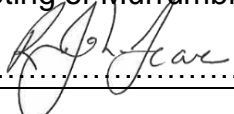
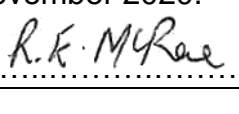
 Mayor

	<p><b>Commenced</b></p> <ul style="list-style-type: none"> <li>• Asset Disposal</li> <li>• Business Continuity</li> <li>• Communication Devices</li> <li>• Complaints Management</li> <li>• Motor Vehicle</li> </ul> <p><b>Not Commenced:</b></p> <ul style="list-style-type: none"> <li>• Child Protection</li> <li>• Community Festival and Events</li> <li>• Corporate Uniform</li> <li>• Councillor and Council Staff Interaction</li> <li>• Community Engagement Framework</li> <li>• Drinking Water Quality</li> <li>• Rates and Charges Hardship</li> </ul>	<ul style="list-style-type: none"> <li>• Internal Reporting</li> <li>• Leasing of Council Residential Properties</li> <li>• Personal Protective Equipment (PPE)</li> <li>• Procurement</li> <li>• Records Management</li> <li>• Related Party Disclosure</li> <li>• Statement of Business Ethics</li> <li>• Public Interaction and Meeting Disclosure</li> <li>• Road Risk Management</li> <li>• Signs as Remote Supervision</li> <li>• Stormwater Risk Management</li> </ul>
	<p>Polices to be reviewed due to inconsistencies (not commenced):</p> <ul style="list-style-type: none"> <li>• Internet, Intranet, Email and Computer Use Management</li> <li>• Privacy Management</li> </ul> <p>(Some policies may have only minor inconsistencies, eg referencing the incorrect management position, eg Assistant General Managers)</p>	
	<p>New Policy – Alcohol and Drug Policy - continuing consultation – wrote letter to unions in relation to their objection to zero BAC in policy</p>	

#### Human Resources:

Description	Comment
Meetings	<p>1 x Management Group</p> <p>1 x Consultative Committee Meeting on 6 October 2020 – Stuart Geddes and Brian Harrington from USU were present and spoke to the Murrumbidgee Council Salary System Grades and Steps criteria – USU endorsed the Grades and Steps criteria, acknowledging that some refinement may be required as the system is fully implemented – discussion on proposed organisational restructure – only change at this time is the new position of Director of Infrastructure – any other changes will be phased in across 20/21, 21/22 and 22/23 financial years or as and when practical and reasonable opportunities arise.</p>

This is page 8 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

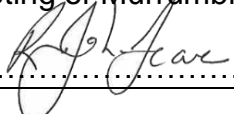
 ..... General Manager
  ..... Mayor

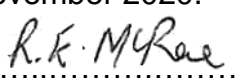
Recruitment	<p>Blackadder Associates appointed to assist with recruitment of Director of Infrastructure.</p> <ul style="list-style-type: none"> <li>• 26 October 2020 – applications closed</li> <li>• Four applicants shortlisted for interview from a total of 14 applications</li> <li>• 10 November 2020 – interviews (Jerilderie)</li> </ul> <p>Workplace Health, Safety &amp; Risk Advisor advertised – applications closed 30 October 2020. A total of 13 applications received and interviews were conducted early in November 2020.</p> <p>At this time no referrals for veterans transitioning back into civilian life for WHS&amp;R Advisor and Metal Fabricator.</p>
Training	<p>2020/2021 Budget = \$300,000</p> <p>YTD (at 31.10.2020) Expenditure = \$37,000</p> <p>Balance = \$263,000</p>
Performance and Training Appraisal 2020	<p>All staff on their new base salary.</p> <p>Any back pay entitlements will be paid in pay period ending 22 November 2020.</p> <p>First draft of Organisational Training and Development Plan prepared (collation of all individual Training and Development plans). Currently liaising with training providers to develop a training schedule in 6 month blocks, ideally with a minimum of 12 months. Intention is for Managers, Overseers, Supervisors and staff to book into the programs in the training calendar.</p>
Service Recognition Awards	<p>Following clarity of gift entitlement, re-assessing what eligible staff would like as a gift.</p>
Draft Time In Lieu and Flexible RDO Policy	<p>This draft revisited and some amendments for clarity included - draft to be further considered by Councillors.</p>

### Media and Communications:

Description	Comment
Preparing and distributing E-Newsletter (monthly)	<p>October issue - compiling stories and monitoring all grants.</p> <p>Analytics: 464 recipients, 33.5% open rate (155 opens), 79.3% click through rate (43 clicks).</p>
Preparing and distributing community newsletter (quarterly)	<p>Summer issue – identifying stories</p>
Preparing and distributing staff newsletter (monthly)	<p>October issue</p>
Preparing and distributing media releases and liaison with the media.	<p>3 x media releases</p>

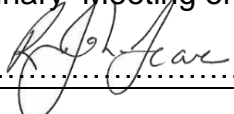
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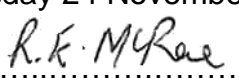
 General Manager

 Mayor

Monitoring of media	Responding to media enquiries/providing comments: 4 Mayoral Messages: 1 October analytics: 21 dedicated articles /multiple quotes, 1 mention.
Co-ordinating communications campaigns for Council activities/projects	<ul style="list-style-type: none"> <li>• COVID-19</li> <li>• Get Ready campaign</li> <li>• Schools Out tourism campaign</li> <li>• Monash Bursary</li> <li>• Director of Infrastructure (assisting)</li> <li>• Service NSW visit</li> <li>• Royal Life Saving swimming lessons</li> <li>• Shared Spaces project (research)</li> </ul>
Preparing Council's digital artwork	5 x social media tiles
Co-ordinating Council's online presence (social media), including Council announcements and positions vacant and also promoting community events and announcements. This includes Facebook, Instagram and Twitter.	Facebook analytics: An average of 3 posts per day, 14 new likes (total of 1,424). 4,410 engaged users. Organic reach of 9,526 people. Paid reach of 4,389. Instagram: 368 followers (10 new followers), Reach of 744
Co-ordinating Council's online presence (Website), including improvements, administration and maintenance.	Ongoing – continual process of adding, updating, reviewing and adding new material. Ongoing – website redevelopment, conducting community engagement. Website traffic (Google Analytics): 2,279 users. New users: 1,994. Page views: 6,207.
Advertisements	Co-ordinating ads with SRN - 13 4 x Facebook and Instagram ads
Grant applications	-
Community issues and questions	5 x responding to messages received on Council's social media channels
Assisting with business/tourism promotion	Proof Business e-news, place on social media Proof Murrumbidgee Trails guide
Formal meetings	1 x Management Group 1 x Council meeting (online)
Representing Council at community events	Redneck River Run breakfast Joseph Lia Citizenship Ceremony
Training	Local Government Communicator's Course – day one

This is page 10 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

 General Manager

 Mayor

## 9. Movements

23 Nov 2020 – LGNSW Conference – On line

27 November 2020 – Deputy Premier - Sydney

19 December 2020 – 9 January 2021 – Annual leave

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Theme 5: Our leadership – looking to our Future

5.1. Demonstrating Transparent Leadership through Accountability and Community Representation

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

N/A

## **OPTIONS**

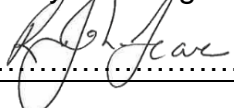
NIL


## **ATTACHMENTS**

Attachment # 1: COVID-19 Action Plan  
Attachment # 2: Digital Connectivity Coverage Maps (2)  
Attachment # 3: Jerilderie Preschool correspondence

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This is page 11 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## ITEM NO. 2 - HIGH STREET GRANT

Council Meeting:	24 November 2020
Report Date:	17 November 2020
Author:	Manager Planning & Environment
File #:	SC179
Approval:	General Manager

### EXECUTIVE SUMMARY

Advice is provided on the High Street Grant currently open for submissions.

### RECOMMENDATION

**That Council lodge an application for the High Street Grant and nominate the Project to be developed.**

### BACKGROUND

The Department of Planning, Industry & Environment are inviting Councils to apply for up to \$1M in grants as part of the \$15M Your High Street Program. The Department see that great open spaces and attractive places encourage social interaction and community health and wellbeing, which is particularly important given recent COVID restrictions.

### OFFICER COMMENT

The requirement of the grant is for the Council to deliver a project that supports a single main street so as to implement permanent change and boost economic recovery for local business.

This is to be achieved by improving main street amenity and attractiveness, walkability, expanding public space and contributing to local character.

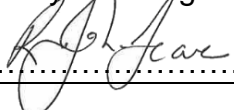
The objectives that must be met by the project are:

1. Improve/increase number of uses over day and night period;
2. Improve people's safety and comfort;
3. Improve local accessibility and connections;
4. Improve business capacity for increased functionality.

Example projects could include space for dining outdoors, wider footpaths, tree planting, traffic calming, lighting or public art.

Should Council apply for a grant, then there needs to be agreement about the main street selected for the project and the broad project scope.

This is page 12 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

The nature of the project would determine which section of the Council would be responsible for refining the project scope.

Any projects involving infrastructure would need to be developed by Council's Infrastructure Department.

There are lots of possibilities for instance:

- Increased or improved carparks;
- Reconstruction and kerb realignment in main streets for safer pedestrian movements, on street parking and to slow down vehicular traffic;
- Part street malls.

Applications close on 29 January 2021 and, if successful, the project would need to be delivered by May 2022. Prior to moving forward, the Council would need to be satisfied that sufficient resources are made available to develop and deliver the project.

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

### **Community Strategic Plan**

2.3.3 Consider Plans for the Improvement, Beautification and Revitalization of Murrumbidgee Towns, including Town Entries

3.2.4 Manage Public (Safety) Liability and Risk associated with Public Infrastructure

3.4.5 Improve Street and Building Accessibility for the Disability and Mobility Impaired

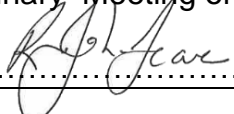
## **RISK MANAGEMENT**

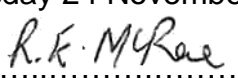
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## **CONSULTATION / ENGAGEMENT**

NIL at this stage.

This is page 13 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

..........General Manager

..........Mayor

## OPTION

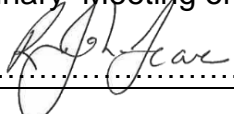
1. That Council lodge an application for the High Street Grant and nominate the Project to be developed.
2. Any other resolution of the Council.

## ATTACHMENTS

Attachment # 4: Your High Street Guideline, November 2020

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This is page 14 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## ITEM NO. 3 - MOBILE FOOD VANS ON PUBLIC LAND - POLICY

Council Meeting	24 November 2020
Report Date:	16 November 2020
Author:	Manager Planning & Environment
File #:	SC49
Approval:	General Manager

### EXECUTIVE SUMMARY

Council consider the draft Mobile Food Vending Policy and place it on public exhibition for community information and feedback.

### RECOMMENDATION

**The draft Mobile Food Vending Policy be endorsed by Council and placed on public exhibition for 28 days, inviting public comment.**

### BACKGROUND

Council has the ability to allow operators of mobile food vans to sell food and drink on community land without development consent.

However, this is subject to the operators meeting the development standards in State Environmental Planning Policy (Exempt and Complying Development Code) 2008.

Council must, however, still grant an approval under Part D 1 of Section 68 of the Local Government Act, 1993.

To help guide future decision-making on whether to permit a mobile food vendor to operate on public land, Council resolved at its July meeting to prepare a draft Policy setting out the process to be followed and the standards to be met.

### OFFICER COMMENT

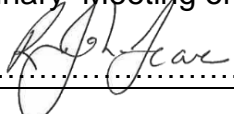
In preparing the draft Policy, Council should take community views into account and should, prior to any adoption, seek their feedback by placing the draft Policy on public exhibition for a period of 28 days.

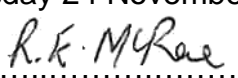
The draft Policy that has been prepared is based on similar policies in the region and is attached for information.

### SUSTAINABILITY

N/A

This is page 15 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## **STATUTORY COMPLIANCE/POLICY**

- NSW Environmental Planning & Assessment Act, 1979
- NSW Local Government Act, 1993

## **FINANCIAL**

Council can charge an application fee, thereby recouping the administration costs.

## **INTEGRATED PLANS**

2.3 Maintaining a Balance between Growth, Development and Environmental Protection

2.5.3 Ensure Best Practice Public and Environmental Health Controls

5.1 Demonstrating Transparent Leadership through Accountability and Community Representation

## **RISK MANAGEMENT**

A Policy will ensure all applications are assessed on a consistent basis, and applicants would be required to have various practices and insurances in place to manage public risk.

## **CONSULTATION / ENGAGEMENT**

NIL

## **OPTIONS**

1. The draft Mobile Food Vending Policy be endorsed by Council and placed on public exhibition for 28 days, inviting public comment.
2. Any other recommendation of the Council.

## **ATTACHMENTS**

Attachment # 5: Draft Mobile Food Vending Policy

## ITEM NO. 4 - DRAFT MODEL ASBESTOS POLICY

Council Meeting:	24 November 2020
Report Date:	30 October 2020
Author:	Manager Planning & Environment
File #:	SC49
Approval:	General Manager

### EXECUTIVE SUMMARY

The Draft Asbestos Policy was tabled at Council's meeting of 22 September 2020, where it was resolved to place the document on public exhibition.

### RECOMMENDATION

**The draft Asbestos Policy be adopted and an Asbestos Register and Asbestos Management Plan be developed.**

### BACKGROUND

Council resolved on 22 September 2020 to endorse the draft Asbestos Policy and place it on public exhibition for 30 days. The policy was on exhibition from 30 September 2020 until 29 October 2020 with submissions invited up until 29 October 2020. No submissions were received during this time.

### OFFICER COMMENT

The Department of Local Government in 2012 prepared a Model Asbestos Policy that was reviewed and updated in 2015 by the Heads of Asbestos Coordination Authorities (HACA) to include loose fill asbestos (Mr Fluffy) and naturally occurring asbestos (rocks, sediments and soils).

The Department of Local Government (DLG) prepared a Guideline under s23A of the Local Government Act which required Councils to consider the policy when developing, adopting and implementing their own asbestos policies for their own Local Government Area.

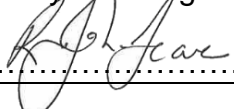
The draft Policy has been prepared in accordance with the Department of Local Government Guideline using the draft Model Asbestos Policy.

The draft Policy deals with:

- Council's role and responsibilities
- Managing waste

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This is page 17 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

- Dealing with asbestos contaminated land
- Emergency response
- Procedures in relation to land use, development assessment and rezoning land
- Managing complaints and investigations

as well as other aspects such as issuing clean up notices, managing asbestos in the workplace and providing community advice on asbestos removal.

The draft Policy requires Council to have an Asbestos Register and Asbestos Management Plan in accordance with NSW Work Health and Safety Regulation 2011 Cl429.

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

- NSW Local Government Act
- Section 23A Guideline-Model Asbestos Policy
- Department of Local Government Circulars
- NSW Land Contamination Act
- Environmental Planning & Assessment Act
- Protection of the Environment Operations Act and Waste Regulations
- SafeWork NSW

## **FINANCIAL**

NIL

## **INTEGRATED PLANS**

2.3.2 Encourage and support sustainable land use, planning and development.

5.1 Demonstrating transparent leadership through accountability and community representation

2.5.3 Ensure best practice public and environmental health controls

## **RISK MANAGEMENT**

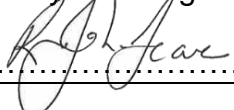
The Policy provides a framework to manage risk and promote the health and safety of the community, and details the requirement for Council to identify asbestos in the workplace and put in appropriate management procedures.

## **CONSULTATION / ENGAGEMENT**

NIL

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This is page 18 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

..........General Manager

..........Mayor

## OPTIONS

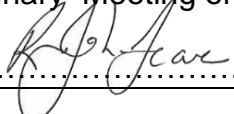
1. The draft Asbestos Policy be adopted and an Asbestos Register and Asbestos Management Plan be developed.
2. Any other recommendation of the Council.

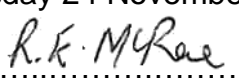
## ATTACHMENTS

NIL

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This is page 19 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## ITEM NO. 5 - REPORT ON MURRUMBIDGEE COUNCIL CODE OF CONDUCT STATISTICS

Council Meeting:	24 November 2020
Report Date:	16 November 2020
Author:	Manager, Corporate & Community Services
File #:	SC222
Approval:	General Manager

### EXECUTIVE SUMMARY

Council has a statutory obligation to report, on an annual basis, information in relation to any Code of Conduct complaints made against Councillors or the General Manager. This report serves to assist Council in meeting this obligation.

### RECOMMENDATION

**That Council note there were no Code of Conduct complaints made about Councillors or the General Manager during the period of 1 September 2019 to 31 August 2020 and that these statistics have been reported to the Office of Local Government in accordance with the Procedures for Administering the Model Code of Conduct.**

### OFFICER COMMENT

Under Section 11 of the Procedures for the Administration of the Murrumbidgee Council Code of Conduct, adopted 28 May 2019, the complaints coordinator must, within 3 months of the end of September each year, report statistics in relation to any Code of Conduct complaints made about Councillors and the General Manager to both Council and the Office of Local Government. The reporting period applicable to this report is from 1 September 2019 until 31 August 2020. No Code of Conduct complaints were received during the reporting period.

### SUSTAINABILITY

N/A

### STATUTORY COMPLIANCE/POLICY

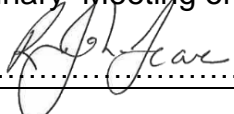
Procedures for the Administration of the Murrumbidgee Council Code of Conduct.

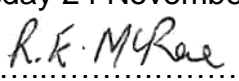
### FINANCIAL

N/A

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This is page 20 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

5.1.1.6 Ensure Councils policies and processes meet the current Legislation, Statutory and Regulatory requirements.

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

N/A

## **OPTION**

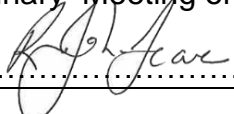
As per the recommendation

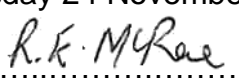
## **ATTACHMENT**

Attachment # 6: Murrumbidgee Council Code of Conduct Complaints Statistics  
- 1 September 2019 - 31 August 2020

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This is page 21 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## ITEM NO. 6 - QUARTERLY BUDGET REVIEW - SEPTEMBER 2020

Council Meeting:	24 November 2020
Report Date:	17 November 2020
Author:	Finance Manager
File #:	SC133
Approval:	General Manger

### EXECUTIVE SUMMARY

Attached is the Quarterly Budget Review for the period to 30 September 2020, including a statement of financial performance, a proposed balance sheet, a statement of cash flows for each Fund, an income and expenditure statement by function, a forecast capital budget review by function and a variation report.

Included also are a budget review of the cash and investment position, a budget review of key performance indicators, a budget review of contract and other expenses and a budget review of consultancy and legal expenses as required by the updated Code of Accounting Practice and Financial Reporting in accordance with clause 203(3) of the Regulations.

### RECOMMENDATION

**That the report be noted and variances to the budgets, as outlined in the attachment, be approved.**

### BACKGROUND

The Statement of Financial Performance indicates a surplus from ordinary activities of \$15,886,481 compared to the original estimate surplus amount of \$5,719,419. With the exclusion of capital grants income, the Statement of Financial Performance indicates a deficit of \$2,241,196.

The forecast Statement of Cash Flows for the General Fund indicates a decrease of cash held of \$11,021,938, a decline of \$10,565,261 from the original estimates.

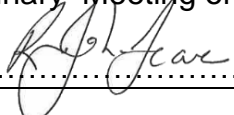
This variation results substantially from capital works projects funded from Stronger Communities and Stronger Country Communities Fund grants. Subsequent budget reviews will indicate if the completion dates of many of the projects listed will be finalised prior to financial year end.


The Sewer Fund cash flow indicates a decrease in funds held of \$440,248, being unchanged from the original budget estimates.

The Water Fund cash flow indicates an increase of cash in the amount of \$44,614, also unchanged from the original budget estimates.

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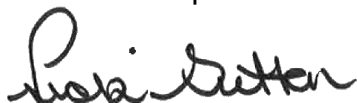
This is page 22 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## OFFICER COMMENT

It is my opinion that the Quarterly Budget Review Statement for Murrumbidgee Council for the quarter ended 30 September 2020 indicates that Council's projected financial position at 30 June 2020 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.



Vicki Sutton  
Responsible Accounting Officer  
Murrumbidgee Council

19 November 2020

Date

## SUSTAINABILITY

NIL

## STATUTORY COMPLIANCE/POLICY

Made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

## FINANCIAL

The full list of the variances to the budgeted figures can be viewed at pages 27-29 of the attachment (provided under separate cover).

Of the \$11,707,767 additional expenditure listed within this review, \$8,482,148 relate to projects within the Stronger Communities Fund (merger funds) and \$2,364,536 for Stronger Country Communities Fund. Unexpended grant funds of \$9,272,873 and additional grant funding of \$1,573,811 still to be received, will fund these projects.

The remaining capital expenditure variances relate to grant funded projects being: Drought Communities Extension works Jerilderie stadium additions, grandstand reroofing and Streets as Shared Spaces works.

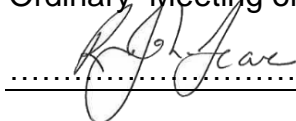
An amount of \$2,948,504 has been removed from expenditure projects for the caravan park upgrade.

This project was proposed as grant funded, and accordingly grant funding has also been removed.

## INTEGRATED PLANS

The above report addresses the current Operational Plan, together with variances noted therein.

This is page 23 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.



.....General Manager



.....Mayor

## **RISK MANAGEMENT**

NIL

## **CONSULTATION / ENGAGEMENT**

Management Group

## **OPTION**

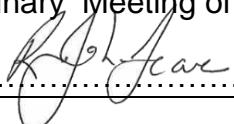
As per the recommendation

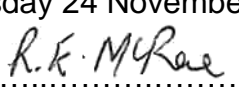
## **ATTACHMENTS**

NIL

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This is page 24 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## **ITEM NO. 7 – DROUGHT COMMUNITIES FUNDING – ADVERSE EVENT MANAGEMENT PLAN**

Council Meeting:	24 November 2020
Report Date:	17 November 2020
Author:	Manager, Corporate & Community Services
File #:	LC78/SC360
Approval:	General Manager

### **EXECUTIVE SUMMARY**

As part of the Drought Communities Programme – Extension grant received from the Department of Industry, Science, Energy and Resources, Council is required to develop an Adverse Event Management Plan, which has now been completed. A budget of \$50,000 was allocated for this purpose.

### **RECOMMENDATION**

**That the:**

- 1. Draft Adverse Event Management Plan be adopted by Council; and**
- 2. Unexpended funds of \$25,000, initially allocated from the Drought Communities Programme to the Adverse Event Management Plan, be re-allocated to the town revitalisation projects.**

### **OFFICER COMMENT**

The Murrumbidgee Council Adverse Event Management Plan 2020 was prepared by the Riverina and Murray Joint Organisation (RAMJO) in conjunction with Murrumbidgee Council.

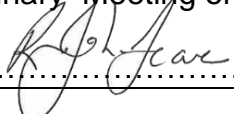
The purpose of the Adverse Event Management Plan is to provide guidance for Council in relation to recovery from adverse events that directly and indirectly affect Murrumbidgee Council and its community. In particular, Local Government plays a critical role in community planning, capacity and resilience building. This document aims to provide a practical approach for how Murrumbidgee Council might undertake recovery tasks within their existing responsibilities from a range of adverse events which might affect their community.

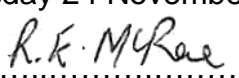
The draft Plan is attached for Council adoption. (Note: community information on page 17 and regional map to be finalised by graphic designers).

The cost to prepare the Adverse Management Plan was \$25,000, which leaves \$25,000 to be re-allocated to other projects.

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This is page 25 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

The original grant application was for the following:

Project Title

*Murrumbidgee Community Beautification Project*

Project scope and description

*The project will support local community infrastructure and drought relief projects for communities who have been impacted by drought. The Murrumbidgee Community Beautification Project will undertake a range of infrastructure and event-based well-being projects comprised of:*

- town beautification for the towns of Darlington Point, Coleambally and Jerilderie, including the upgrade and installation of street furniture, bins, seating, lighting upgrades, utility boxes, awnings, roads and footpaths, drinking bubblers and construction of community gardens, sculpture and public art;*
- upgrading three Council owned swimming pools in the LGA, including construction and installation of accessible ramps, car park modifications and kerb upgrades;*
- upgrades and installation of festive infrastructure and decorations such as lighting, Christmas trees, feature decorations, signage and banners in public areas in Jerilderie, Coleambally and Darlington Point;*
- employment of a Drought Support Officer to oversee project deliveries and focus on community engagement and well-being activities in the three Murrumbidgee Council towns, providing assistance to drought affected businesses and families; and*
- developing an Adverse Event Management Plan.*

Advice has been received from the Department of Industry, Science, Energy and Resources that funds may be re-allocated between these activities without having to apply for a variation, as long as the works fall under the milestones as set in the original application, therefore the unexpended \$25,000 from the Adverse Event Management Plan budget could be re-allocated to any of the other projects listed. If any additional projects are to be included they would need to be approved by the Department.

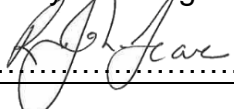
Council resolved at the July 2020 meeting that “prior to works priorities being finalised, Councillors workshop town project priorities as identified in the Revitalisation Project Report, with the Murrumbidgee Council Drought Support Officer to organise the implementation of prioritised works, and as funds become available”. A number of projects detailed in that report will now come under the Streets as Shared Spaces Grant funding for the “Wiradjuri Walk Project”. Councillors in each town have now workshopped town project priorities and works are being undertaken.

**SUSTAINABILITY**

N/A

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This is page 26 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## **STATUTORY COMPLIANCE/POLICY**

Commonwealth Grant Agreement between the Commonwealth, represented by Department of Industry, Science, Energy and Resources, and Murrumbidgee Council.

## **FINANCIAL**

Funds provided under Drought Communities Funding DCP000548A.

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

As detailed in Report

## **OPTIONS**

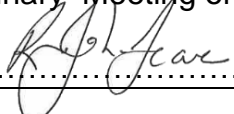
1. As per the recommendation.
2. Identify separate project to be added to the project scope and seek approval from Department of Industry, Science, Energy and Resources for the variation.

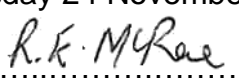
## **ATTACHMENTS**

Attachment # 7:	Adverse Event Management Plan Final Draft
Attachment # 8:	Toolbox A – Resources
Attachment # 9:	Toolbox B – Council Plans
Attachment # 10:	Toolbox C – Actions
Attachment # 11:	Toolbox D – Communication Tool

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This is page 27 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## ITEM NO. 8 - AUSTRALIAN VISITOR RADIO – FM88

Council Meeting:	24 November 2020
Report Date:	16 November 2020
Author:	Economic & Tourism Development Manager
File #:	SC4/SC29
Approval:	General Manager

### EXECUTIVE SUMMARY

This report addresses options for Australian Visitor Radio to recommence transmitting in Jerilderie.

### RECOMMENDATION

**The opportunity to engage Australian Visitor Radio to recommence transmitting be declined, and Australian Visitor Radio be requested to collect their equipment (transmitter) from Council.**

### BACKGROUND

Prior to 2012, Australian Visitor Radio (based in Dubbo) operated a visitor radio information service 24-hour, 7 day a week to visitors in Jerilderie.

The annual fee for Jerilderie Shire Council was \$4,850 (2012). Jerilderie Shire Council derived income from advertising on visitor radio (an amount of \$580.00 for twelve months to September, 2012).

Jerilderie Shire Council resolution, 2012:

*188/09/12 Resolved on the motion of Councillors Sheed and Bryce that Council not renew the current agreement with Australian Visitor Radio for an additional year, and that the money saved be allocated to more effective town promotion.*

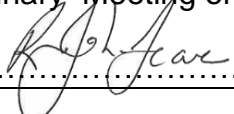
Following on from the resolution, signs on the Newell Highway promoting the visitor radio station were removed and transmission of visitor radio ceased. The aerial is currently earmarked for removal.

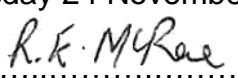
Murrumbidgee Council was approached in August 2020 by Australian Visitor Radio to recommence transmitting a visitor radio service for Jerilderie.

Murrumbidgee Council's current tourism marketing activities are focused on the Murrumbidgee Trails marketing campaign, with a joint regional marketing campaign with Thrive Riverina and Destination New South Wales (State

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This is page 28 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

Government tourism organisation) to commence in April 2021. Digital marketing will feature heavily in these campaigns, to ensure a wider reach in key target markets to encourage visitors to travel and stay in our three towns.

Visitor radio is extremely limited with its' marketing reach, ability to report on return on investment and would not bring key target markets to Jerilderie. Visitor radio is also reliant on visitors being physically in Jerilderie, tuning their radios to the frequency, and then making the decision to stop. Signs would be required to be erected on the Newell Highway (with approval from Transport for NSW) to promote the radio service, at an opportunity loss for promotional signs to encourage visitors to stop in Jerilderie.

The proposal offered by Australian Visitor Radio is limited to the town of Jerilderie and would not be inclusive for visitors to the towns of Coleambally or Darlington Point.

## **OFFICER COMMENT**

NIL

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

Option 1: No financial cost.

Option 2: Budget would need to be allocated to signage to promote the Visitor Radio Station to visitors. There has been no mention of ongoing costs to Council for the service from Australia Visitor Radio.

## **INTEGRATED PLANS**

This report is linked to the Murrumbidgee Council Community Strategic Plan 2017-2027:

### **Theme Four: Our Economy Strategies:**

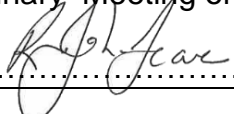
4.3.2 Provide promotion and resources for tourism service providers

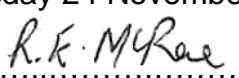
## **RISK MANAGEMENT**

N/A

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This is page 29 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## CONSULTATION / ENGAGEMENT

- Tourism businesses in Jerilderie
- Destination Riverina Murray
- Murrumbidgee Council staff

## OPTIONS

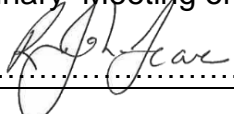
1. The opportunity to engage Australian Visitor Radio to recommence transmitting be declined, and Australian Visitor Radio be requested to collect their equipment (transmitter) from Council.
2. Australian Visitor Radio be engaged to recommence transmission in Jerilderie.

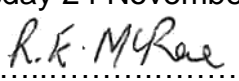
## ATTACHMENTS

NIL

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This is page 30 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## REPORTS/MINUTES OF COUNCIL COMMITTEES

### ITEM NO. 9 - MINUTES OF THE AUDIT RISK & IMPROVEMENT COMMITTEE

Council Meeting:	24 September 2020
Report Date:	6 November 2020
Author:	Audit Risk & Improvement Committee Secretary
File #:	SC130
Approval:	Committee of Council

1. Present Mr David Maxwell (Chair); Councillor Gaila Smith, Mr John Burge, Mayor Ruth McRae, General Manager, Mr John Scarce, Finance Manager, Mrs Vicki Sutton, Asset Manager, Steve Goodsall, Damien Connell, Statewide Mutual and Mr Brad Bohun of Crowe Australasia (via video link).

2. Apologies NIL

3. Declaration of Interest NIL

4. Minutes of Previous Meeting 7 August 2020

The Minutes of the meeting held on 7 August 2020 be confirmed as a true and accurate record.

Moved: John Burge

Seconded: Gaila Smith

#### **CARRIED**

5. Business Arising NIL

6. External Audit

6.1 Report presented by Brad Bohun on the position of the External Audit

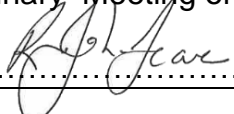
6.2 Draft Annual Financial Statements

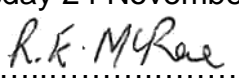
Draft Annual Financial Statements were provided to the Audit Risk & Improvement Committee.

Brad Bohun advised Crowe Australasia had completed a normal external audit, which went well. A few outstanding items are still to be supplied to Auditors. Vicki will be providing additional information today and auditors will finalise documents next week to forward to Audit Office for final review. All still on track to submit by end of November.

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This is page 31 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

The Committee took the opportunity to review the Statements and ask questions of Vicki.

That the Auditor be thanked for his verbal report on the progress of the audit to date.

Moved: Gaila Smith

Seconded: John Burge

### **CARRIED**

The Committee has reviewed the draft General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules and referred the following matters to finance and auditors for further consideration:

<b>Page</b>	<b>Note</b>	<b>Issue</b>
25	5	Borrowing Costs- should be unwinding of present value discounts. Provisions of Annual Leave. Should be reflected as borrowing cost. Should be considered and added for next year.
27	5	Depreciation – no change to bridges & other structures
33	8	Provision for \$30K 2019 and 2020
37	10	Plant & Equipment – renewal of assets
63	21	Doubtful debts allowance

Moved: Gaila Smith

Seconded: John Burge

### **CARRIED**

The Committee:

1. Requests that any late adjustments to the Statements be advised to it by email for its concurrence;
2. Reports that, subject to completion of the audit, it is not aware of any matter which would prevent Council from executing the certificates required by section 413 of the Local Government Act; and
3. Will review the audit reports and management letters following receipt from the auditors.

Moved: John Burge

Seconded: Gaila Smith

### **CARRIED**

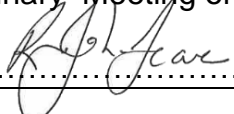
Brad Bohun of Crowe Australasia departed the meeting at 11.18am.

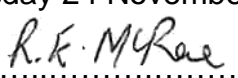
The meeting adjourned for a 5 minute break.

### **7. Internal Audit**

Internal Audit Procurement and Purchasing - brief has been distributed to selected preferred suppliers. Credit cards have also been included within the scope of works.

This is page 32 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.......... General Manager

.......... Mayor

That the next Internal Audit be carried out on Planning and DA's, and thereafter document management.

Moved: Gaila Smith

Seconded: John Burge

**CARRIED**

8. Other Reports

8.1 Statecover WHS Audit Report 2020

That a summarised Action Plan be presented at the February 2021 meeting regarding the 5 most critical items within the report.

Moved: John Burge

Seconded: Gaila Smith

**CARRIED**

8.2 Statewide Mutual 2019-2020 CIP Workbook - Benchmarking

Damien Connell of StateWide Mutual introduced himself and explained his role. He explained the CIP Workbook, how results are obtained and what they are trying to achieve with this document within Council.

That Damien be thanked for his presentation and that an Action Plan of the top 5 priorities be reported to the Committee at the February 2021 meeting.

Moved: Gaila Smith

Seconded: John Burge

**CARRIED**

8.3 Enterprise Risk Management Plan DRAFT

8.4 Enterprise Risk Management Policy DRAFT

General Manager, John Scarce presented the Enterprise Risk Management Plan and Policy in draft form. The Plan & Policy will be presented to Council at the November 2020 Council meeting for review.

The Committee took the opportunity to review the Plan & Policy and ask questions of John.

The Committee has reviewed the draft Enterprise Risk Management Plan and Policy and offered comments on these, endorsing the next step.

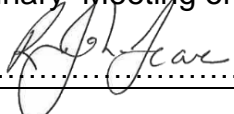
Moved: Gaila Smith

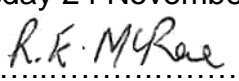
Seconded: John Burge

**CARRIED**

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This is page 33 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

The meeting adjourned for lunch at 1.00pm.  
The meeting resumed at 1.40pm.

Vicki Sutton, Damien Connell and Steve Goodsall left the meeting.

#### 8.5 GM confidential report (verbal)

The General Manager's NIL Confidential Report be received.

Moved: John Scarce      Seconded: Gaila Smith

**CARRIED**

#### 8.6 Any other reports

NIL

#### 9. ARIC Operations

##### 9.1 Audit follow-up matrix

The matrix be updated prior to each meeting, to indicate progress/actions taken since the last meeting.

The Audit Committee follow up matrix be received and noted, with the completed items to be removed.

Moved: Gaila Smith      Seconded: John Burge

**CARRIED**

##### 9.2 Forward Meeting Plan 2021

The forward meeting plan, as amended by the Committee, be adopted, and copies issued as soon as practicable.

Moved: John Burge      Seconded: Gaila Smith

**CARRIED**

##### 9.3 Audit Risk & Improvement Charter – Report and Charter

The Committee, having reviewed the Charter, recommend as follows:

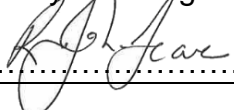
1. The report be adopted;
2. The Charter be confirmed unchanged, pending the commencement of operation of Section 428A of the Local Government Act 1993;
3. The Charter be presented to Council for adoption.

Moved: Gaila Smith      Seconded: John Burge

**CARRIED**

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This is page 34 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.......... General Manager

.......... Mayor

10. General Business

Country Mayors Association of NSW – Letter to Audit Office – accounting treatment of RFS plant and equipment.

The contents of the letter be noted and endorsed.

Moved: Gaila Smith

Seconded: John Burge

**CARRIED**

11. Next Meeting: Friday 12 February 2021

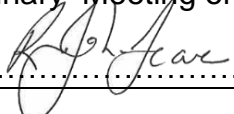
There being no further business the meeting closed at 2.15pm

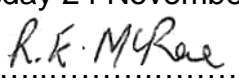
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David Maxwell  
Chairperson

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This is page 35 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor



## AUDIT RISK & IMPROVEMENT COMMITTEE REPORT

### Review of Audit Risk & Improvement Committee Charter

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#### EXECUTIVE SUMMARY

The objective of the Audit, Risk & Improvement Committee (ARIC) is to provide independent assurance and assistance to Murrumbidgee Council (Council) on risk management, control, governance and external accountability responsibilities.

The ARIC Charter is the document which outlines the obligations of the Committee.

#### RECOMMENDATION

The Committee, having reviewed the Charter, recommends the Charter be:

1. Confirmed unchanged, pending the commencement of operation of Section 428A of the Local Government Act 1993;
2. Presented to Council for adoption.

#### OFFICER COMMENT

Clause 6.7 of the Audit, Risk & Improvement Committee Charter requires the Charter to be reviewed every 2 years.

#### **6.7 Review of Audit Committee Charter**

*At least once every two years the Audit Committee will review this Audit Committee Charter.*

*Council agrees not to approve changes to this Charter without prior consideration by the Committee.*

The Charter was tabled before the Committee at its meeting of 29 June 2018 and was recommended to Council for adoption at its meeting held on 24 July 2018.

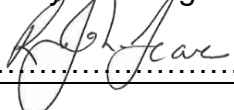
A copy of the Charter is attached for your review, and upon confirmation by the Committee, will be presented to Council for adoption.

David Maxwell  
**CHAIRMAN**

Attachment # 12: Audit Risk & Improvement Committee Charter

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This is page 36 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

# OFFICERS' REPORTS FOR NOTING

## ITEM NO. 10 - MONTHLY CASH & INVESTMENT REPORT – OCTOBER 2020

Council Meeting:	24 November 2020
Report Date:	13 November 2020
Author:	Finance Manager
File #:	SC133
Approval:	General Manager

### EXECUTIVE SUMMARY

Information report provided on cash and investments as at 31 October 2020.

### RECOMMENDATION

**That Council note the monthly Cash and Investment Report containing the bank balances and schedule of investments as at 31 October 2020.**

### BACKGROUND

**Cash at Bank:** Council's consolidated cash position (cash and investments) as at 31 October 2020 was \$26,215,000.68, with the cash at bank amount for the same period being \$675,799.26.

**Investments:** As at 30 September 2020, Council's total invested funds were \$25,539,201.42. Average interest rates over the reporting period were 0.61%. The bulk of Council's investments are held with Bendigo Bank (56.59%), IMB Ltd (17.99%) and ANZ (8.55%), in accordance with the guidelines and requirements of the Financial Management Regulations.

### OFFICER COMMENT

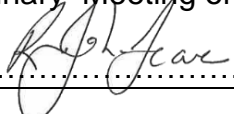
I certify that:

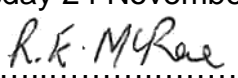
- 1) the cash book was reconciled with the bank balance as shown by the bank statements as at 31 October 2020;
- 2) the investments have been invested in accordance with the Local Government Act, Regulations and Council's policies.



Vicki Sutton  
Responsible Accounting Officer

This is page 37 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Local Government Code of Accounting Practice and Financial Reporting (Guidelines).
- Murrumbidgee Council Investment Policy

## **INTEGRATED PLANS**

5.1 Transparent Leadership, Sustainability, Accountability and Community Representation:

### Strategy 5.1.1

Provide Leadership through Ethical Accountable and Legislative Decision Making Processes.

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

General Manager

## **OPTIONS**

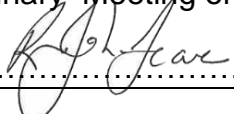
NIL

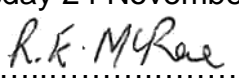
## **ATTACHMENTS**

NIL

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This is page 38 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

**STATEMENT OF BANK BALANCES****CASH AT BANK 30 SEPTEMBER 2020**

ADD - Receipts - 31 October 2020

ADD - Receipts - Bendigo Bank

ADD - Cancelled

ADD - Adjustments

LESS - Cheques

LESS - EFT - Autopay

LESS - Payroll

LESS - Emergency Services Levy

LESS - Bank Charges &amp; Transfers

LESS - Loan Repayments

LESS - Investments

LESS - Visa Card Pymt

LESS - Fuel Card

LESS - Photocopy Rental

**CASH AT BANK 31 OCTOBER 2020****CASH AT BANK 31 OCTOBER 2020**

Bank Statements - Bendigo Bank

LESS Outstanding Deposits

LESS Unpresented Cheques

LESS Outstanding Autopay

LESS Reverse Autopay

**CASH AT BANK 31 OCTOBER 2020**

Add Investments

**Total Cash and Investments****Represented by:-**

Trust Account

Water Fund

Sewer Fund

Domestic Waste Management

Unexpended Grant Funds

Plant Reserve

Employee Leave Entitlement Reserve

Infrastructure Reserve

Residential Housing Reserve

Contributions Levy Reserve

New Council Implementation Fund

Stronger Communities Fund

General Fund

**2020-21  
Consolidated****1,937,842.14**

15,024.38

967,372.95

0.00

0.00

**-1,215.71****-1,895,662.06****-344,842.15**

0.00

**-1,833.26**

0.00

0.00

**-100.00****-457.45****-329.58****675,799.26**

210,469.73

467,566.73

0.00

**-2,237.20**

0.00

0.00

**675,799.26**

25,539,201.42

**26,215,000.68****2019-20****Consolidated****1,082,399.21**

939,882.58

1,926,559.71

2,337.00

3,737.15

**-41,081.63****-3,092,598.35****-484,165.87**

0.00

**-682.11**

0.00

0.00

0.00

**-306.12****-438.90****335,642.67**

201,160.33

205,287.84

0.00

0.00

**-75,659.61**

4,854.11

**335,642.67**

30,302,736.89

**30,638,379.56**

193,801.32

2,606,058.87

4,257,397.53

73,804.00

2,027,994.79

1,662,992.00

1,220,000.00

3,016,279.00

0.00

493,080.00

493,102.69

8,136,364.89

**2,034,125.59**

26,215,000.68

144,178.22

1,549,920.51

3,272,407.56

73,804.00

2,086,602.39

2,183,176.00

1,790,000.00

3,328,189.00

0.00

375,450.00

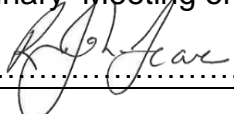
844,115.01

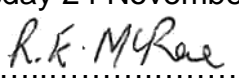
11,183,957.59

**3,806,579.28**

30,638,379.56

This is page 39 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

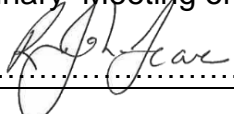
.....Mayor

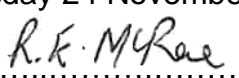
## **SCHEDULE OF INVESTMENTS**

**31 OCTOBER 2020**

<b>Institution</b>	<b>Amount</b>	<b>Rate</b>	<b>Matures</b>	<b>NO.</b>
IMB Ltd	611,510.69	0.65%	07/12/20	20
ANZ-Les Wallis	45,917.60	0.60%	22/11/20	21
IMB Ltd	1,009,427.20	0.55%	08/12/20	22
NAB	501,085.01	0.70%	11/12/20	23
IMB Ltd	508,684.55	0.45%	19/01/21	24
IMB Ltd	800,000.00	0.50%	22/01/21	25
Bendigo	1,000,000.00	0.60%	09/11/20	26
St George	507,103.26	0.55%	03/11/20	27
Bendigo	811,276.49	0.45%	04/02/21	28
ANZ	501,326.78	0.73%	05/11/20	29
ANZ	818,472.73	0.73%	19/11/20	30
St George	512,354.39	0.52%	18/03/21	31
NAB	714,876.82	0.50%	25/02/21	32
Suncorp	1,565,199.96	0.65%	01/12/20	34
Bendigo	801,508.20	0.50%	16/12/20	35
IMB Ltd	403,399.87	0.45%	20/01/21	36
Bendigo	3,518,288.93	0.55%	16/03/21	38
ANZ	816,834.78	0.66%	20/01/21	39
Bendigo	2,317,165.77	0.75%	16/03/21	40
IMB Ltd	511,703.29	0.55%	07/01/21	41
Bendigo	1,004,376.27	0.40%	16/01/21	42
NAB	508,688.83	0.70%	12/01/21	43
IMB Ltd	750,000.00	0.55%	26/11/20	44
Bendigo	5,000,000.00	1.30%	16/11/20	45
<b><u>Total Investments</u></b>	<b><u>25,539,201.42</u></b>			
Average Interest Rates	2018/19	2.37%		
Average Interest Rates	2019/20	1.59%		
Average Interest Rates	2020/21	0.61%		
<b>PERCENTAGE OF FUNDS HELD</b>				
SUNCORP	1,565,199.96	6.13%		
ANZ	2,182,551.89	8.55%		
Bendigo	14,452,615.66	56.59%		
IMB Ltd	4,594,725.60	17.99%		
NAB	1,724,650.66	6.75%		
St George	1,019,457.65	3.99%		
<b>TOTAL</b>	<b>25,539,201.42</b>	<b>100%</b>		

This is page 40 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.......... General Manager

.......... Mayor

## ITEM NO. 11 - ONLINE LODGEMENT OF DEVELOPMENT APPLICATIONS

Council Meeting:	24 November 2020
Report Date:	17 November 2020
Author:	Manager Planning & Environment
File #:	SC212
Approval:	General Manager

### EXECUTIVE SUMMARY

Advice is provided about online lodgement of Development Applications.

### RECOMMENDATION

**The information contained in the Online Lodgement of Development Applications Report be noted.**

### BACKGROUND

The Department of Planning Industry and Environment has mandated a program for on line lodgement of development applications.

By 31 December 2020 all applications will be required to be lodged through the Planning Portal.

### OFFICER COMMENT

From 2021 all applications for development, complying development certificates and construction certificates will be required to be lodged online. This means that applicants will no longer be able to lodge their applications in person or by mail or email. All Councils will be required to implement this program.

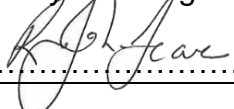
The implications for applicants is that they will need to ensure that their applications have the necessary supporting documents and are at an acceptable standard. Applications that are substandard will be unable to be formally lodged and receipted.

Advice about the changes has been provided on social media, Council's website and at Council's offices.

The opportunity for pre lodgement meetings has also been promoted for some time to provide general advice and to help potential applicants through the application process.

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This is page 41 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

Given that not all people will have access to online lodgement or even the ability to scan documents, there shall be a requirement for each office to provide support and assistance.

In view of this, and to support the community, a computer should be available for public use in the foyer of each Council office.

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

### Community Strategic Plan

5.1 Transparent Leadership Through Sustainability, Accountability and Community Representation

5.1.1 Provide Leadership through Ethical Accountable and Legislative Decision Making Processes

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

NIL at this stage

## **OPTION**

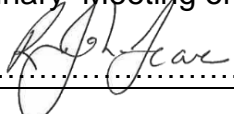
1. The information contained in the Online Lodgement of Development Applications Report be noted.
2. Any other resolution of the Council.

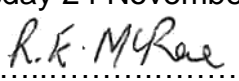
## **ATTACHMENTS**

NIL

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This is page 42 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

**ITEM NO. 12 - FINANCE MANAGER'S REPORT – OCTOBER 2020**

Council Meeting: 24 November 2020  
 Report Date: 11 November 2020  
 Author: Finance Manager  
 File #: SC218  
 Approval: General Manager

**EXECUTIVE SUMMARY**

Information report provided to Council on activities of the Finance Manager during October 2020.

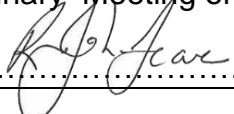
**RECOMMENDATION**

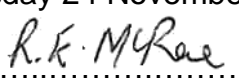
The information contained in the Finance Managers Report, October 2020, be noted.

**BACKGROUND**

Description	Action
Meetings	1 x Management Group
	1 x Revitalisation Project
	3 x Auditors
	1 x RAMJO Energy Sub Committee
Preparation of Reports for Business Paper	Monthly Cash & Investments
	Manager Report
	Statement by Councillors & Management
	New Council Implementation Fund
	Rates & Annual Charges Collection Report
	Loan Borrowings Report
	SCF Report
Preparation of financial data	Monthly grant expenditure reviews
	Transport for NSW monthly grant expenditure report
	Preparation of annual financial statements together with provision of information and data to Auditors
Grant Funded Projects	Prepare advice of all current grant funding for distribution
	Enquiries regarding projects with incomplete Deeds (2)

This is page 43 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.


 .....General Manager


 .....Mayor

Prepare Council purchase orders	Advise various staff and prepare orders for grant works expenditures.
Provision of financial advice	Liaise with staff in order to provide financial advice regarding budgets, grants and reserves
Review and authorise payments	Undertake review of payments made to staff and creditors, and authorise and undertake bank transfers

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

Strategy 5.1 - Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

As detailed in report

## **OPTION**

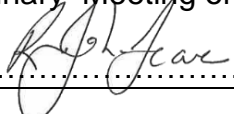
As per recommendation.

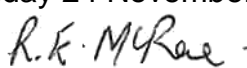
## **ATTACHMENTS**

NIL

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This is page 44 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

**ITEM NO. 13 - MANAGER PLANNING & ENVIRONMENT- MONTHLY REPORT**

Council Meeting: 24 November 2020  
Report Date: 17 November 2020  
Author: Manager Planning and Environment  
File #: SC218  
Approval: General Manager

**EXECUTIVE SUMMARY**

To provide information generally relating to past and future actions of the Manager, Planning & Environment, along with specific action items being dealt with.

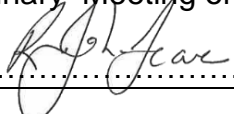
**RECOMMENDATION**

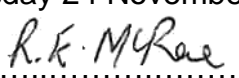
The information contained in the Manager, Planning & Environment Monthly Report be noted.

**OFFICER COMMENT**

Description	Comment
<b>Period from 19 October to 17 November 2020</b>	
Meetings (Management)	Management Group Various interdepartmental
Other meetings	Industrial and residential developer meetings Figtree Park and Lions Park various project meetings Landcare
Legislation reviews	Standard clauses local character
Assessments & Development enquiries	Flood level and floor height in floodway DA and CC dwelling Plumbing requirements Fire services Redevelopment storage shed and packaging plant Milbrae Industrial and residential development Shed, storm plastics and waffle pods, fire wall, commercial signage, dwelling right, home industry, container policy, land search
Webinars	Standard conditions of development consent

This is page 45 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

Inspections	2 x plumbing, 4 x piers 6 x swimming pools 1 x final, courthouse and stables, Warrangesda, trade waste
Complaints & Compliance	Poultry and fowl house - residential area - roosters crowing; aggressive crows, overgrown grass, unregistered cars, spraying and fire exits
Consultants	General liaison (internal) Strategic planning - biodiversity and aboriginal heritage
Coleambally Lake	Incorporated as part of biodiversity scope – pending quote
Administration & Management	Ongoing, including Council reports
Projects & Grants	Streets as Shared Spaces ongoing project management, Warrangesda, Darlington Point history and development, cast in concrete panels, pavements, line marking and thermoplastics, bin surrounds, street furniture, banners, progress report, EOI art enquiries, screening, fencing, bushrangers, south western railway, punt, pontoon, wharf, Department of Planning, quotations and meetings. High Street Grant Shared Spaces Grant

## SUSTAINABILITY

N/A

## STATUTORY COMPLIANCE/POLICY

N/A

## FINANCIAL

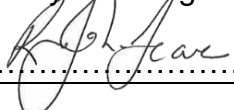
N/A

## INTEGRATED PLANS

Theme 5: Our Leadership – Looking to our Future

5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

This is page 46 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

As detailed in report

## **OPTION**

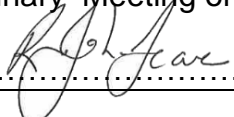
As per the recommendation.

## **ATTACHMENTS**

NIL

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This is page 47 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

**ITEM NO. 14 - MANAGER, CORPORATE & COMMUNITY SERVICES –  
MONTHLY REPORT**

Council Meeting:	24 November 2020
Report Date:	13 November 2020
Author:	Manager, Corporate & Community Services
File #:	SC218
Approval:	General Manager

**EXECUTIVE SUMMARY**

To provide information generally relating to past and future actions of the Manager, Corporate & Community Services, along with specific action items being dealt with.

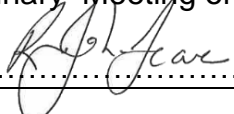
**RECOMMENDATION**

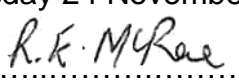
**The information contained in the Manager, Corporate & Community Services Monthly Report be noted.**

**OFFICER COMMENT**

Description	Comment
Meetings	Management Group Meeting
	Council Meeting
	Councillor Workshop
	Auditors Meeting
	Darlington Point Councillors regarding drought funding projects
	Swimming Pool leases
	CHSP Data Review
Preparation of Reports for Business Paper	Monthly Report
Preparation of Data	Provide information to external Auditors regarding Financial Statements
	CHSP Reporting
	Darlington Point Town Revitalisation Project information for local contractors
	Insurance claims
	Australia Day grant applications
Community Services	Home modifications and maintenance – Five modifications carried out, sixteen home maintenance. Client assessments continuing.
	Community Transport – Weekly bus to Griffith has been put on hold, as well as

This is page 48 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

	monthly Wagga trips. Forty-two trips with volunteer drivers recorded for October.
	Meals on Wheels – no centre-based meals, home deliveries to clients. Frozen meals being delivered to clients, numbers increasing.
	Respite Groups – Weekly functions are still on hold. Coordinators making up Christmas Gift Packs to deliver to clients in lieu of Christmas functions.
	A detailed monthly income and expenditure report to 31 October, 2020 for Community Services is included as an attachment.
Library	<p>Library conditions unchanged from 21 September, 2020:</p> <ul style="list-style-type: none"> <li>• Normal opening hours – Monday 10am-5pm, Wednesday 10am-6pm, Thursday-Friday 10am-5pm. Closed 12pm-12.30pm each opening day.</li> <li>• 1 hour allowed in the library</li> <li>• Up to 15 allowed into the library at any one time.</li> <li>• Home deliveries still being undertaken as required</li> </ul>
Drought Support Officer	Information as below

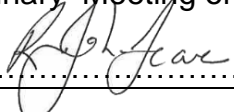
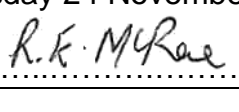
### Report – Drought Support Officer – November 2020

Drought Communities Funding DCP000548 – the Council has been successful in their variation request for this round of drought funding. The Department of Industry have approved an extension to the 30<sup>th</sup> June 2021 for completion of projects. All details are in Content Manager.

Drought Communities Funding DCP000395 – The grant commenced July 2019 is now being finalised. The Council was able to secure a second extension variation until the 30 September 2020 (from 30 June 2020) to allow the final projects to be completed following delays caused by Covid. The reporting is now taking place, along with a required Audit of funds spent. Project completion date 30 November 2020.

Reporting requirements and timeframes as per Grant submitted to Department of Industry, Science, Energy and Resources – DCP000548

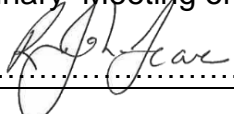
This is page 49 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

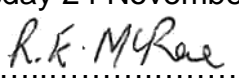
 ..... General Manager
  ..... Mayor

As at 16 November 2020

Projects – listed in grant	Progress
<b><u>COLEAMBALLY PROJECTS</u></b> 1. Signage	<p>CA Rutledge to provide bird art and signage. Being completed at the moment.</p> <p>A sample bird art graphic has been installed on Currawong Avenue (2 November), to garner community opinion on style, and size, there has been overwhelming support and interest.</p> <p>Carolynne has now completed 8 of the 16 graphics as of 16 November, they will be installed once all are completed.</p> <p>Base plate being completed by Hodge Fabrication. QR codes which will be linked back to Murrumbidgee website with information on each bird. Spoken to Media &amp; Communications Officer re: space on website - will send through completed bird information and Anne will add to website.</p> <p>Storyboards are being written and designed - 1800's onwards – proofs will be sent to Councillors to approve once draft complete.</p>
2. Brolga Sculptures - Coleambally	Large feature brolga along with smaller brolgas commissioned – J Pound & High Country Forge. To arrive in December 2020.
3. Rear Carpark behind Coly Shops Revamp.	<p>Gardening partially complete. Awaiting bobcat to clear finger gardens for Council to repair watering system. Replanting and mulching to following once above is complete.</p> <p>Seats have arrived for install. Shelters being quoted by Pine Rise Pumps.</p>

This is page 50 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

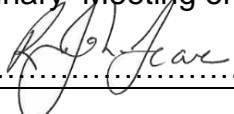
.....General Manager

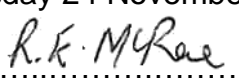
.....Mayor

	
<p>4. John McInnes Square tidy up – Coleambally</p> 	<p>Project completed. Gardens cleaned out – replanting, water systems checked.</p> <p>Craig Hodge Fabrication has completed roof replacement and installed new benches under the Square roofline and moved Honour Boards to the centre for better viewing.</p>
<p>5. Solar Lighting</p>	<p>Project completed. Craig Hodge Fabrication has installed solar bollards along walking track. All lighting installed on walking tracks - completed.</p>
<p>6. Town Seating</p> 	<p>Bli Bli Concreting has installed 'Coleambally Blue' coloured seating on all slabs around Coleambally.</p>
<p>7. Improved lighting at Town Entrance</p>	<p>Following up at this stage. Garden being cleaned up and more grass plantings by Caein Gardening.</p>
<p>8. Lions Project – Turbine display</p>	<p>Coleambally Lions are organising entire project. Quotes received from JC Constructions for slab, staging and fencing. Lions have advised that this project will be starting the week of 16 November.</p>

9. Community Gardens	Obtained quotes from local contractor for fencing. Men's Shed participating in making the raised garden beds. Magic Bobcat sourced gravel - will clear area and spread gravel base prior to fencing. Bli Bli concreting completing slab for garden shed.
10. Pools – seating/disability access	Seating, kerb and guttering repairs and BBQs purchased to be installed.
11. Sculptures	John Pound completed sculptures – awaiting concreter to complete slabs to install sculptures around town
12. Christmas Decorations	Tree completed by Roche Welding ready for install. Bli Bli Concreting completing base structure 16 November. Dial before you Dig completed in Coleambally for Community Hall Park. Wire art Christmas trees completed by John Pound ready for install. Lighting in street trees to be installed asap.
<b><u>DARLINGTON POINT PROJECTS</u></b>	
1. Planter Boxes	Meeting held with local contractor regarding design and placement. Transport for NSW concurrence for placement sought.
2. Garden Improvements	Lafsky Contracting to carry out garden improvements. Currently working on maintenance and spraying of walking tracks.
3. Lighting	20 x Solar lights to be placed opposite cemetery Hay Road to Gum View Café - arrived ready for install by S&K Engineering. Heritage lights design for main street being sourced. Solar fairy lighting to be placed in trees along main shopping area. Lights purchased.
4. Signage	Roche Fabrication to provide sign frames. Heritage Darlington Point to provide information for signage. RS & CA Rutledge to complete design elements.

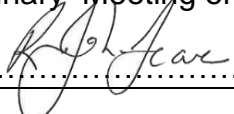
This is page 52 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

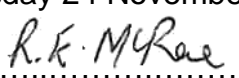
 General Manager

 Mayor

5.Clean up Main Beach	State Water and National Resources Access Regulator contacted regarding permissions. Awaiting further information. Lafksy Contracting to carry out works.
6.Laser Cutting	Shawn McCann visited 17 November to look at options for laser cut panels. 2 x large panels, one with a Paddlesteamer and the other an image of the historic original bridge.
7.Fencing – improvements	Not yet commenced.
8.Community Gardens	Darlington Point Public School and Men's Shed to be contacted to gauge interest.
9.Pool area	BBQ purchased to be installed, seating and shelter.
10.Christmas decorations	Roche Fabrication has completed Christmas tree, will be put up to test lights etc asap.  Bli Bli to prepare area for installation.
<b><u>JERILDERIE PROJECTS</u></b>	Fortnightly meetings being held by Steering Committee.
1.Heritage Clock	Quote from ClockMasters Australia Pty Ltd accepted – clock ordered. Installation to be arranged.
2.Signage	
Ned Kelly Raid Trail Signage	Wording and length discussed-decided to do A3 size with existing wording to be used. Some signs to include graphic. QR code to be used to expand on information.
Horgan Walk	Graphic of sign emailed to Rutledge Signs – to be completed once size confirmed
Bush Tucker Trail	A3 size signs - existing wording to be used.
Luke Park	Completed and delivered.
Luke Park Information Sign	Size/style to be further discussed.
Steel Wings Windmill Signage	Sourcing quote for laser cut style (windmill tail)

This is page 53 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

<p>3. Lighting Projects</p> <p>Uplighting of Steel Wings Uplighting of trees at rear of mill (along Creek area) Memorial Park Lighting</p> <p>Between Bakery &amp; 63 Jerilderie Street</p> <p>Front of Office/street trees/mural</p> <p>Landscaping front garden</p> <p>Pioneers Sign at front of office – Restoration required</p>	<p>Lighting options viewed at last meeting – decided on the colour changing option for Steel Wings – local electrician to supply. Clear white light for trees in Memorial Park.</p> <p>Lights purchased and awaiting installation.</p> <p>Solar lighting on trees</p> <p>Design/Style - Laser Cut - black powder coated with gal mini orb backing. Design in progress.</p> <p>Contractor met with Committee 28 October to discuss ideas for the front gardens of the Chamber. He will replant once brickwork is completed.</p> <p>Lau Monuments quote accepted. Purchase order sent work to start asap.</p>
<p>4. Project: Steel Wings Windmill Footings repairs/replacement</p> <p>Landscaping element</p>	<p>Initial quote received, contractor to visit site and requote.</p> <p>Contractor met with Committee 28 October. Looked at Luke Park gardens that needed updating and replanting.</p>
<p>5. Mural</p>	<p>Expression of interest for the Mural closed 13 November 2020 Public exhibition of concepts closing date 27 November 2020.</p>
<p>Workplace and Safety Requirements</p>	<p>All relevant insurance paperwork has been collected and risk assessments are being carried out.</p>

## SUSTAINABILITY

N/A

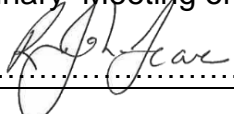
## STATUTORY COMPLIANCE/POLICY

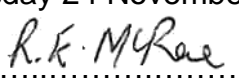
N/A

## FINANCIAL

N/A

This is page 54 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.......... General Manager

.......... Mayor

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

As detailed in report

## **OPTION**

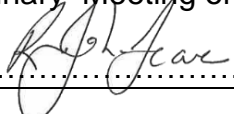
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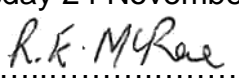
## **ATTACHMENTS**

Attachment # 13: Community Services Income and Expenditure Statement as at 31 October 2020.

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This is page 55 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

**ITEM NO. 15 - MANAGER ECONOMIC & TOURISM DEVELOPMENT –  
MONTHLY REPORT**

Council Meeting: 24 November 2020  
Report Date: 16 November 2020  
Author: Economic & Tourism Development Manager  
File #: SC218  
Approval: General Manager

**EXECUTIVE SUMMARY**

To provide information generally relating to past and future actions of the Manager, Economic & Tourism Development, along with specific action items being dealt with.

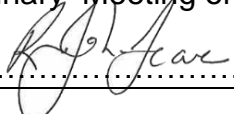
**RECOMMENDATION**

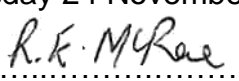
**The information contained in the Manager, Economic & Tourism Development Monthly Report be noted.**

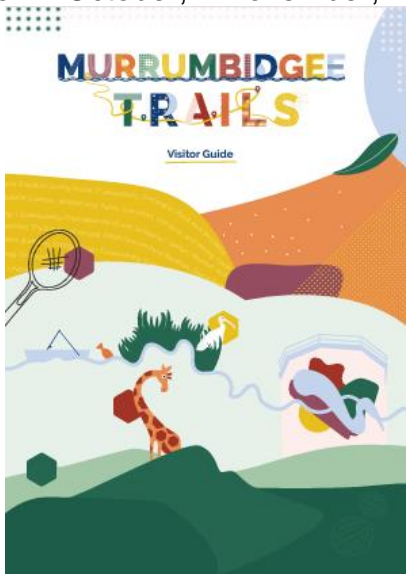
**OFFICER COMMENT**

Description	Comment
<b>Economic Development</b>	
Business Murrumbidgee	Promotion of Darlington Point chapter meeting on November 19
Regional Development Australia – Riverina & Murray	Promotion of call for applications to Chair RDA Committees. Completion of RDA Murray Stakeholder Survey
Business activities	Face to face meetings with businesses in Jerilderie and Darlington Point. Phone calls with businesses. Updating business listings on Council website November business e-newsletter to 367 contacts Liaison on EnergyConnect project
Grants	Small Business Month 2020 <ul style="list-style-type: none"><li>Getting Grant Ready for Businesses, presented by Keith Whelan from The Grants Guy – Wednesday 21 October</li><li>Digital Marketing workshops – hosted by Candid Marketing – Thursday 29 October</li><li>Writing Grant Acquittal</li></ul> Assistance with RAMJO submission for Regional Connectivity Grant Assistance with Regional Airports Program - Round 2 grant application for Jerilderie and Coleambally

This is page 56 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

		Preparation for Building Better Regions Fund – Darlington Point
<b>Tourism</b>		
Destination	New South Wales	Update of product listings for Darlington Point and Jerilderie on the Australia Tourism Data Warehouse for inclusion on the VisitNSW website.
Destination	Riverina Murray	<ul style="list-style-type: none"> <li>Participated in Destination Riverina Murray review with Deloitte</li> <li>Participated in November monthly update (attached notes)</li> </ul>
Thrive Riverina		<ul style="list-style-type: none"> <li>Participated in AGM and Tourism Managers' Meeting on 10 November</li> <li>Thrive Riverina Board Minutes (attached)</li> </ul>
Ned Kelly Route	Touring	Awaiting delivery of updated brochures for distribution
Murrumbidgee Visitor Guide	Trails	<p>Joint Visitor Guide and Destination Marketing project to be undertaken in collaboration with Narrandera, Leeton and Lockhart Shire Councils. Digital marketing campaign has commenced with <a href="http://www.murrumbidgeetrails.com.au">www.murrumbidgeetrails.com.au</a> #murrumbidgeetrails, @MurrumbidgeeTrailsNSW and blog articles for website.</p> <p>Videoconference 21 October, 4 November, 11 November</p> 
Photography		Photo shoot for Jerilderie confirmed for Friday 27 November.
Event		Attendance at the Redneck River Rally Breakfast on Friday 23 October

## SUSTAINABILITY

N/A

This is page 57 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....*R. K. McRae*..... General Manager

.....*R. K. McRae*..... Mayor

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

This report is linked to the Murrumbidgee Council Community Strategic Plan 2017-2027:

### **Theme Four: Our Economy**

#### **Strategies:**

4.1.2 Promote Murrumbidgee and its towns and potential light manufacturing wholesale and retail business opportunities to diversify industry and stimulate employment growth

4.2.2 Work collaboratively with regional stakeholders to build Murrumbidgee Council profile

4.2.3 Contribute to regional tourism initiatives and major events in the region

4.2.5 Support local business with access to available training, workforce skills and technology

4.2.6 Build data and analysis of business and industry in the Murrumbidgee Local Government Area

4.3.1 Provide professional information services promoting tourism, visitor ventures and activities in our towns

4.3.2 Provide promotion and resources for tourism service providers

4.4.1 Raise community awareness of TAFE, university and other regional education providers

### **Theme 5: Our Leadership – Looking to our Future**

5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

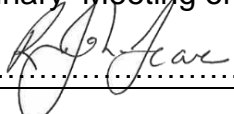
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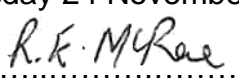
## **OPTION**

N/A

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This is page 58 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

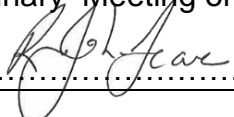
.....Mayor


## ATTACHMENTS

- Attachment # 14: Destination Riverina Murray November notes  
Attachment # 15: Thrive Riverina Board Minutes

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This is page 59 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

**ITEM NO. 16 - ASSET MANAGER – MONTHLY REPORT**

Council Meeting: 24 November 2020  
 Report Date: 13 November 2020  
 Author: Asset Manager  
 File #: SC218  
 Approval: General Manager

**BACKGROUND**

To provide information generally relating to past and future actions of the Asset Manager, along with specific action items being dealt with.

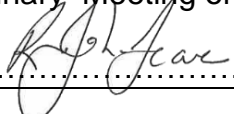
**RECOMMENDATION**

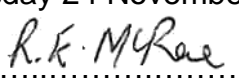
The information contained in the Asset Manager Monthly Report be noted.

**OFFICER COMMENT**1. Asset Management

Description	Comment
Meetings	1 x Management Meeting
	1 x Riverina Murray REROC COVID19 Briefing
	1 x RMCC meeting
	1 x Audit and Risk Committee Meeting
	1 x LEMC meeting
Preparation of Reports for Business Paper	Monthly Report
Transport for NSW	Continue development of Council System Management Plan
	4 x TfNSW Inspections (MR321 Urban Area)
	2 x TfNSW Inspections (MR321 Rural Area)
	4 x TfNSW Inspections (HWY17)
Darlington Point Floodplain Risk Management Study and Plan	Continuation of works in conjunction with NSW Public Works
Assets	Refurbishment - Office Darlington Point
	Service Air Conditioners
	Dwellings –plumbing, fencing, gutters
	Coleambally Hall - gutters
	Jerilderie Office - door
	Jerilderie Sports Centre - Fence
	Jerilderie Office - Fence

This is page 60 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

 General Manager

 Mayor

Workplace Health & Safety	Organising Skin Checks, Hearing Tests
	Continue development of the WH & S Management System

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

1.1 Demonstrating Transparent Leadership through Accountability and Community Representation

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

N/A

## **OPTION**

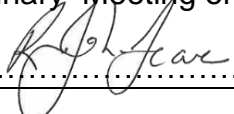
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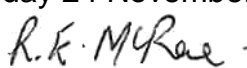
## **ATTACHMENTS**

NIL

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This is page 61 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

**ITEM NO. 17 – OPERATIONS MANAGER CONSTRUCTION – MONTHLY REPORT**

Council Meeting: 24 November 2020  
Report Date: 16 November 2020  
Author: Johann Pereira, Operations Manager  
File #: SC218  
Approval: General Manager

**EXECUTIVE SUMMARY**

To provide information generally relating to past and future actions of the Operations Manager, Construction along with specific action items being dealt with.

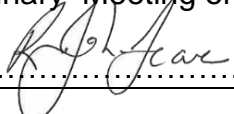
**RECOMMENDATION**

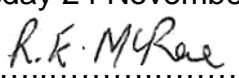
The information contained in the Operations Manager Construction Monthly Report be noted.

**OFFICER COMMENT**

Description	Comment
Meetings	1 x TfNSW – Project status updates
	1 x TfNSW – SH17 20/21 works program
	1 x collective meeting with Berrigan Shire Council, Federation Council and Edward River Council
	4 x operational staff
Bencubbin Ave	Organised 5 October 2020 site walk for construction crew, overseer, engineers and surveyor
Preparation of Reports for Business Paper	Works in Progress Monthly Report
Reconstruction	Coordinating \$4.5M Council wide reconstruction works for April 2021 completion.
Resealing	Coordinating \$1.3M in Regional Roads and Local Roads resealing, line marking and associated works for April 2021 completion.
Resheeting	Coordinating \$1.1M Council wide resheeting works for June 2021 completion.
NHVR	9 x Permit assessments

This is page 62 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

 General Manager

 Mayor

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

As detailed in report

## **OPTION**

As per recommendation.

## **ATTACHMENTS**

NIL

**ITEM NO. 18 - DEVELOPMENT APPLICATIONS APPROVED UNDER DELEGATION, OCTOBER 2020**

Council Meeting: 24 November 2020  
Report Date: 11 November 2020  
Author: Manager Planning & Environment  
File #: SC210  
Approval: General Manager

**EXECUTIVE SUMMARY**

Information report provided to Council on Development Applications Approved Under Delegation during the previous month.

**RECOMMENDATION**

**The information contained in the Development Applications Approved under Delegation, October 2020, Report be noted.**

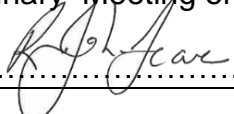
**BACKGROUND**

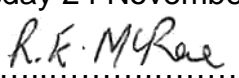
DA/CDC No.	Property Location	Description	Value	Determination Date
CC37-2020	41 Nowranie Street Jerilderie Lot 14 Sec 13 DP 758541	Verandah around existing house	\$18,700	16/10/2020
CC28-2020	Kingfisher Avenue Coleambally Lot 86 DP 236144	Addition of Gym and Netball Change Rooms to Existing Football Rooms	\$803,050	16/10/2020
DA44-2020	22 Chant Street Darlington Point	Shed	\$70,000	22/10/20
DA42-2020	211 Liddles Lane Jerilderie Lot 127 DP 756396	Farm Shed	\$40,000	16/10/2020
CC42-2020	211 Liddles Lane Jerilderie Lot 127 DP 756396	Farm Shed	\$40,000	20/10/2020
CC1-2020	172 Raithby Lane Finley Lot 2 DP 120110	Silo & Feed Mill	\$750,000	12/10/2020

**ATTACHMENTS**

NIL

This is page 64 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

**ITEM NO. 19 - BIOSECURITY / SALEYARDS / TRUCKWASH / STOCK CONTROL**

Council Meeting:	24 November 2020
Report Date:	12 November 2020
Author:	Biosecurity Officers
File #:	SC92
Approval:	Asset Manager

**EXECUTIVE SUMMARY**

Information report provided to Council on activities of the Biosecurity Officers during the previous month.

**RECOMMENDATION**

**The information contained in the Biosecurity, Saleyards, Truckwash and Stock Control Report be noted.**

**BACKGROUND**

**Jerilderie:**

***Weeds***

- First round of local and regional road spraying completed, follow up treatments monitored.
- Follow up treatment at Monash Oval for Jo-Jo.
- Town sites showing rye grass resistance retreated.
- Start of St John's Wart treatment program underway, several sites found and treated.
- Red Guide Post programme, Spiny Burr sites treated.
- Silver Leaf Nightshade starting to germinate, known sites inspected.
- Sprayed flies at Jerilderie town tip.
- High risk site inspections undertaken.
- Waterway inspections undertaken.
- Local property inspections undertaken.

***Truck Wash***

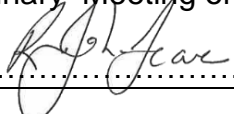
- No issues. General maintenance including cleaning pump sump pit.

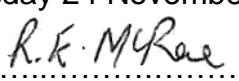
***Stock Control***

- NIL

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This is page 65 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

### **Saleyards**

- Minor maintenance for upcoming sale on Friday 6th November. 5497 sheep sold. Merino ewes topped the sale at \$350.00.

### **Coleambally & Darlington Point:**

#### **Weeds**

- Priority weed control of Boxthorn on Morundah Road, Pine Drive, reserve behind Coleambally Golf Course, Boona Road, Reserve South Coleambally, Reserve North Coleambally.
- Spiny Burr treated on Martin Bell Road and Four Corners Road.
- Silver Leaf Nightshade treated on Sturt Highway, Main Road 321, Yamma Road, Culley Road, McGrath Road and Bull Road
- St Johns Wart treated on Sturt Highway and Bull Road
- Weed control along Darlington Point levee bank – rocks area
- Sealed road shoulders treated (parts) including Prickly Road, Conargo Road, Ringwood Road, Main Canal Road 9 (fleabane).
- 2 local road inspections undertaken including Main Canal Road and Eulo Rd
- 7 private property inspections undertaken
- 5 high risk property inspections undertaken
- 2 high risk site inspections undertaken
- Red Guide Post inspections undertaken on Cocky's Lane, Main Canal Road, Sturt Highway and Four Corners Road.

#### **Stock Control**

- Cattle reported on Sturt Highway

### **INTEGRATED PLANS**

Strategy 2.6.2 Educate and inform the community on weed management:

- Action 2.6.2.1 Promote biosecurity and weed management reduction through Council's weed management program;
- Action 2.6.2.1 Undertake inspections of rural properties to identify the existence of noxious weeds, advise and monitor for weed control;
- Action 2.6.2.3 Undertake weekly infestation inspections on Council and State controlled land (including roads) and implement eradication measures.

### **OPTIONS**

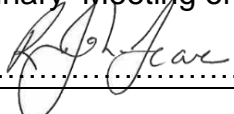
N/A

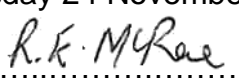
### **ATTACHMENTS**

NIL

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This is page 66 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

**ITEM NO. 20 - WORKS IN PROGRESS 20/10/2020 to 16/11/2020**

Council Meeting:	24 November 2020
Report Date:	16 November 2020
Author:	Johann Pereira & William Wade, Operations Managers
File #:	SC218
Approval:	General Manager

**EXECUTIVE SUMMARY**

Information report provided to Council on Works in Progress during the period 20 October 2020 to 16 November 2020.

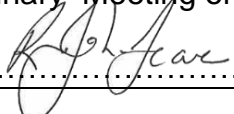
**RECOMMENDATION**

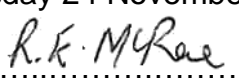
The information contained in the Works in Progress Report be noted.

**BACKGROUND****WORKS COMPLETED IN PERIOD**

		Budgeted (\$)	Actual Cost (\$)	Funding Source
<b>Regional Roads</b>				
RR552 – Conargo Road				
RR564 – Berrigan Road				
RR323 – Oaklands Road				
RR59 – Urana Road				
RR596 – Morundah Road				
RR356 – Berrigan Oaklands Road	Reconstruction 950m section of Segment 3 of RR356. Seal width widened to 8.5m	245,000	33,158	RRRP
RR183 – Whitton Road				
Carrathool Road				
<b>MR321 – Kidman Way</b>				

This is page 67 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

 General Manager

 Mayor

<b>H17 – Newell Highway</b>				
<b>Construction</b>	Reconstruction 950m section of Segment 3 of RR356.	245,000	33,158	RRRP
	Resheeting Colombo Creek Road, Jerilderie. 6km length, 7m width.	140,000	146,809 (Final)	RTR
<b>Resealing Programme</b>	Resealing works to commence January 2021			

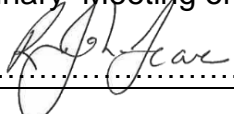
#### **UPCOMING WORKS**

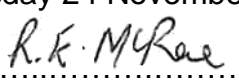
		Budgeted (\$)	Funding Source
<b>Resheeting</b>	Four Corners Road, Coleambally	41,000	RTR
<b>Water &amp; Sewerage</b>	Outfall drain works Coonong Street & Sleeman Street outfall drain	N/A	TfNSW

#### **ATTACHMENTS**

NIL

This is page 68 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor

# CONFIDENTIAL ITEMS

## CONFIDENTIAL

### ITEM NO. 21 - BROLGA PLACE TENDER EVALUATION

Council Meeting:	24 November 2020
Report Date:	16 November 2020
Author:	General Manager
File #:	SC319
Approval:	General Manager

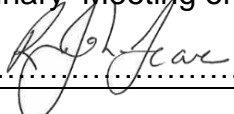
### RECOMMENDATION

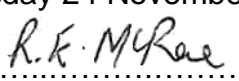
This item be referred to the **CONFIDENTIAL** section of the Ordinary Council Meeting which is closed to the public. This item is classified as confidential in accordance with Section 10A (2) (c) and (d) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:-

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.
- (d) Commercial information of a confidential nature that would, if disclosed:
  - i. Prejudice the commercial position of the person who supplied it;
  - iii. Reveal a trade secret.

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This is page 69 of 73 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 24 November 2020.

.....General Manager

.....Mayor