

WHITE & CASE

Dated [●] 2018

Memorandum of Understanding

between

Murrumbidgee Council

Coleambally Solar Pty Ltd

Table of Contents

	Page
1. Context.....	1
2. Background.....	1
3. Purpose of the CSF Community Fund.....	1
4. Murrumbidgee Council obligations	1
5. Coleambally SF obligations	2
6. Restricted Projects	3
7. Both parties agree:	3
8. Term of MOU	4
9. Conflict Resolution	4

This deed is made on [x July] 2018

Between:

- (1) Murrumbidgee Council (ABN 53 573 617 925) of [insert address] (MC).
- (2) Coleambally Solar Pty Ltd (ACN 618 341 209) of Level 10, 219-227 Elizabeth Street, Sydney NSW 2000 (Coleambally SF).

This deed witnesses as follows:

1. Context

This Memorandum of Understanding (MOU) is an agreement between the Murrumbidgee Council and Coleambally SF in regard to the establishment, facilitation and operation of the Coleambally Solar Farm (CSF) Community Fund.

2. Background

This Memorandum of Understanding outlines the responsibilities of parties to this agreement for a 25-year period and the parties agree to establish, facilitate and operate the CSF Community Fund on the terms and conditions set out in this MOU.

3. Purpose of the CSF Community Fund

- 3.1 Coleambally SF is committed to contributing to the Riverina region by providing financial support to community groups to build capacity and grow the region.
- 3.2 Coleambally SF commits to provide AU\$20,000 each calendar year for the Payment Term (as defined below) in accordance with this MOU to the CSF Community Fund to provide support to local projects that benefit and strengthen the Riverina region and align with certain community growth focus areas as set out in this MOU (the **Projects**).
- 3.3 The parties agree that the AU\$20,000 provided each calendar year will be distributed in accordance with this MOU as follows:
 - (a) AU\$10,000 each calendar year will be distributed to the [Murrumbidgee Council Community Farm] (MC **Community Farm Grant**); and
 - (b) AU\$10,000 each calendar year will be distributed to Projects through an open and competitive program in accordance with this MoU (**Project Grants**).
- 3.4 The parties agree that the Project Grants will comprise grants of between AU\$500 and AU\$3,000 and will be made available through the CSF Community Fund.
- 3.5 The parties agree that, at events sponsored by the CSF Community Fund, money from the CSF Community Fund can be used for the purposes of displaying Coleambally SF sponsorship at the event.

4. Murrumbidgee Council obligations

MC agrees to:

- 4.1 Set up a ledger to hold on trust the monetary contributions made by Coleambally SF to the CSF Community Fund. MC is responsible for all costs incurred in providing management services

which include managing, facilitating, advertising, marketing and any other management activities in respect of the CSF Community Fund.

- 4.2** Each year, four weeks prior to a date to be agreed at the start of the first payment year, invoice Coleambally SF for the AU\$20,000 contribution to be made by Coleambally SF to the CSF Community Fund.
- 4.3** Upon the direction of Coleambally SF, distribute funds from the CSF Community Fund to the Murrumbidgee Council Community Farm and to successful Projects.
- 4.4** Manage the CSF Community Fund by keeping accurate accounting books and facilitating, advertising, and marketing the CSF Community Fund.
- 4.5** Obtain Coleambally SF's prior input and consent prior to producing any advertising material or forms relating to the CSF Community Fund. All advertising materials and forms produced in accordance with this MOU must include the Coleambally SF and Neoen logo. Coleambally SF will provide Council with these logos for inclusion.
- 4.6** Create a webpage on council website that can be used for applying for the grant.
- 4.7** Provide regular updates to Coleambally SF on the CSF Community Fund.
- 4.8** Provide recommendations to Coleambally SF on which applications should receive the funding and provide copies of those applications to Coleambally SF.

5. Coleambally SF obligations

Coleambally SF agrees to:

- 5.1** Commit to providing AU\$20,000 per calendar year to the CSF Community Fund for the Payment Term.
- 5.2** Consider the recommendations from MC and select and appoint successful applicants for grants of between AU\$500 and AU\$3,000 from the CSF Community Fund for projects:
 - (a) based on merit, skills and expertise and taking into account diverse representation of views and backgrounds. Coleambally SF will give consideration to factors such as gender, abilities, age and cultural background; and
 - (b) which align with at least one of the following community growth areas:
 - (i) Environmental sustainability – inspiring participation, development and uptake of new technologies and ideas;
 - (ii) Health and wellbeing – contributing to improved health and wellbeing outcomes in regional communities;
 - (iii) Strong connected communities – community participation, involvement and connection;
 - (iv) Sport and recreation – increasing participation in sport and recreational activities;
 - (v) Arts and culture – fostering creativity and connection in the community through art and culture;
 - (vi) Skills, education and training – addressing local skills development and adding value to educational opportunities;

(the **Community Growth Areas**).

- (c) Provide, if necessary, any materials in relation to the Coleambally Solar Farm for display at any community event that has been sponsored from the CSF Community Fund.

6. Restricted Projects

The parties agree that grants from the CSF Community Fund will not be provided to:

- 6.1** events or activities that are deemed to be detrimental to the environment;
- 6.2** individuals;
- 6.3** political or military organisations or activities;
- 6.4** religious or sectarian organisations involved in purely religious/sectarian activities;
- 6.5** programs and projects outside of the community including international goodwill agencies; or
- 6.6** any person, organisation or project that is itself sanctioned or connected to any person that is sanctioned (directly or indirectly) under economic and trade sanctions imposed by Australia, the United States, the European Union or any country, or will cause the parties to this MOU to breach any laws or regulations relating to anti-money laundering, counter-terrorism or economic and trade sanctions applicable in Australia or any other country,

(**Restricted Projects**).

7. Both parties agree:

Both parties agree:

- 7.1** The Murrumbidgee Council makes recommendations to Coleambally SF for Projects to be awarded grants from the CSF Community Fund. Such Projects must align with one of the Community Growth Areas and must not be a Restricted Project.
- 7.2** If the full Projects Grant (being AU\$10,000) is not distributed to Projects in the calendar year it is received from Coleambally SF, any amount not distributed in such year will be added to the balance of the CSF Community Fund for distribution to the Projects in the next calendar year.
- 7.3** If the full MC Community Farm Grant (being AU\$10,000) is not distributed to Murrumbidgee Council Community Farm in the calendar year it is received from Coleambally SF, any amount not distributed in such year will be added to the balance of the CSF Community Fund for distribution to the Murrumbidgee Council Community Farm
- 7.4** The MoU be reviewed annually and must comply with the following:
 - (a) the CSF Community Fund complies with all legal and regulatory requirements;
 - (b) the CSF Community Fund funds are allocated in a consistent, fair and transparent manner; and
 - (c) that projects funded meet the funding eligibility criteria.

8. Term of MOU

- 8.1** This MOU commences on the date the CSF commences operations and continues for 25 years or until the CSF ceases to operate, whichever is the earlier (**Payment Term**).
- 8.2** MC and Coleambally SF acknowledge that this MOU may be amended from time to time.
- 8.3** This MOU is a confidential document and may not be disclosed by MC to any third parties without first obtaining the written consent of Coleambally SF (not to be unreasonably withheld).

9. Conflict Resolution

Should any dispute arise concerning any matter referred to in this MOU, the dispute will be referred to the negotiation between a representative of Coleambally SF and MC. In the event of the representatives not agreeing, the dispute will be referred to arbitration to be conducted by the Resolution Institute. No action or suit will be brought or maintained by either party against the other party until a decision has first been obtained from the arbitrators.

Executed as a Deed

[Note: Parties to confirm method of execution.]

The SEAL of MURRUMBIDGEE COUNCIL
(ABN 53 573 617 925) was affixed in accordance with
Reg 400 Local Government (General) Regulation 2005
and witnessed by the following persons:

Print name:

Title:

Print name:

Title:

Executed by Coleambally Solar Pty Ltd
(ACN 618 341 209) in accordance with s127
of the *Corporations Act 2001* (Cth):

Company Secretary/Director

Print name:

Director

Print name:

TASTE COLEAMBALLY FOOD & FARM FESTIVAL 2018 RISK ASSESSMENT

STALL/ACTIVITY	LOCATION	STEP 1 Identify the hazards	STEP 2 Assess the risk	STEP 3 Put in place steps to minimise the risk. If the risk is deemed unacceptable for the task, what will be done to reduce or remove risk?	STEP 4 By who and when	STEP 5 Reassess the risk, now that strategies have been put in place
Art exhibition	<ul style="list-style-type: none"> Coleambally Community Hall 	<ul style="list-style-type: none"> Damage to/theft of artworks 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Roster of Festival volunteer workers to supervise the exhibition at all times. 	Art Precinct Coordinator and artists	<ul style="list-style-type: none"> Very low. Artists advised on entry form that they are responsible for insurance on their works- sign waiver. Artwork to be correctly hung. Very low
		<ul style="list-style-type: none"> Tripping up or down steps at Community Hall 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Ensuring hand rails and stairs are not obstructed. 		
Cocktail party	<ul style="list-style-type: none"> Coleambally Community Hall 	<ul style="list-style-type: none"> Food contamination 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Qualified volunteers with Food Service qualifications Food prepared in catering kitchen Alcohol served by volunteer with RSA 	Cocktail Party coordinator	<ul style="list-style-type: none"> Very low.
		<ul style="list-style-type: none"> Behaviour of patrons 	<ul style="list-style-type: none"> Low 		Bar coordinator	<ul style="list-style-type: none"> Minimal
Light refreshments	<ul style="list-style-type: none"> Coleambally Community Hall 	<ul style="list-style-type: none"> Food contamination 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Qualified volunteers with Food Service qualifications Food served from catering kitchen in community hall. 	Coleambally-Argoon CWA	<ul style="list-style-type: none"> Minimal
Coly Colour Run	<ul style="list-style-type: none"> Grasses are in front of Coleambally Community Hall Running track around the town 	<ul style="list-style-type: none"> Powder in eyes 	<ul style="list-style-type: none"> Medium 	<ul style="list-style-type: none"> Entrants advised to wear sunglasses/goggles. People throwing powder at colour 	Coly Colour Run Coordinator and advice on entry form. Volunteers throwing powder aim for torso.	<ul style="list-style-type: none"> Low – entrants sign waiver on entry form. Minimal

		<ul style="list-style-type: none"> Younger children becoming disoriented on track. Runners require water Crossing roads Jumping castle and bubble soccer – children bumping each other Face painting 	<ul style="list-style-type: none"> Low Moderate Low Low Low 	<p>stations to aim only at body below head.</p> <ul style="list-style-type: none"> Purchase powder specifically for purpose. Adult supervision on track with volunteers – trail clearly marked. Set up containers of water and water bottles along the track. Additional volunteers at crossings. Number of crossings kept to a minimum. Road closure near start. Under adult supervision Ensure low allergenic face paints are used. 	<p>Volunteers direct and reassure children.</p> <p>Volunteers man watering stations</p> <p>Volunteers control traffic.</p> <p>Festival coordinator - road closure organised with Council.</p> <p>Volunteer supervisors</p> <p>Volunteer supervisors</p>	<ul style="list-style-type: none"> Very low Very low Minimal Minimal Minimal
Barbecue	<ul style="list-style-type: none"> Grassed area near Coleambally Community Hall 	<ul style="list-style-type: none"> Food contamination Burns while preparing hot food Gas leakage Injury during set up/pack down 	<ul style="list-style-type: none"> Low. Moderate Low low 	<ul style="list-style-type: none"> Qualified volunteers with Food Service qualifications. Keep meat chilled. Experienced workers/first aid kit on hand. Cylinder checked. Team lift and safe manual handling practices to be implemented. 	<p>Coleambally Central School P&C Assn. – experienced volunteers.</p>	<ul style="list-style-type: none"> Very low Low Minimal Low
50 Mile Meal	<ul style="list-style-type: none"> Coleambally Community Club 	<ul style="list-style-type: none"> Food contamination 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Food prepared in commercial kitchen by qualified chef. 	<p>Club manager + staff</p>	<ul style="list-style-type: none"> Minimal

		<ul style="list-style-type: none"> • Cords from microphone for speakers 	<ul style="list-style-type: none"> • Low 	<ul style="list-style-type: none"> • Food stored under recommended conditions. • Ensure cords are taped appropriately 		<ul style="list-style-type: none"> • Minimal
Watering hole	<ul style="list-style-type: none"> • Grassed area near Brolga Hotel 	<ul style="list-style-type: none"> • Crowd behaviour 	<ul style="list-style-type: none"> • Low 	<ul style="list-style-type: none"> • Sample drinks to be served by volunteers with RSA training. 	Publican + staff + exhibitors + volunteers	<ul style="list-style-type: none"> • Minimal
		<ul style="list-style-type: none"> • Under age people in area 	<ul style="list-style-type: none"> • Medium 	<ul style="list-style-type: none"> • Rope off area for tastings and clearly label as "no go" zones for children. 		<ul style="list-style-type: none"> • Low
		<ul style="list-style-type: none"> • Food contamination 	<ul style="list-style-type: none"> • low 	<ul style="list-style-type: none"> • Food prepared in commercial kitchen by experienced chef 		<ul style="list-style-type: none"> • Minimal
Farm yard	<ul style="list-style-type: none"> • Grassed area in Brolga Place 	<ul style="list-style-type: none"> • Injury to person from a farm yard animal. 	<ul style="list-style-type: none"> • Low 	<ul style="list-style-type: none"> • Area fenced off; handling of animals in controlled situation. • Animals used to be handled by school children. 	Farmyard coordinator + volunteers	<ul style="list-style-type: none"> • Minimal
Natural Fibre Showcase	<ul style="list-style-type: none"> • John McInnes Square 	<ul style="list-style-type: none"> • Safety of set up arrangement 	<ul style="list-style-type: none"> • Minimal 	<ul style="list-style-type: none"> • Prescribed area for participants. 	Festival Coordinator	<ul style="list-style-type: none"> • Minimal
Pioneer Heritage Centre	<ul style="list-style-type: none"> • John McInnes Square 	<ul style="list-style-type: none"> • Electrical cords 	<ul style="list-style-type: none"> • Low 	<ul style="list-style-type: none"> • Cords to be covered and taped appropriately. 	Volunteers manning the centre	<ul style="list-style-type: none"> • Minimal
Biodiversity Centre	<ul style="list-style-type: none"> • CICT car park 	<ul style="list-style-type: none"> • Display boards blow over 	<ul style="list-style-type: none"> • Low 	<ul style="list-style-type: none"> • Secure boards firmly to prevent being easily blown over in wind gust. • Area under supervision. 	CICL staff	<ul style="list-style-type: none"> • Minimal
		<ul style="list-style-type: none"> • Safety of set up arrangement. 	<ul style="list-style-type: none"> • Minimal 	<ul style="list-style-type: none"> • Follow street stall registration requirements. 	Street stall and logistics coordinators.	<ul style="list-style-type: none"> • Minimal

Street stalls					<ul style="list-style-type: none"> Stall holders are experienced vendors. 		
Meet the maker	<ul style="list-style-type: none"> Lawn are in front of Coleambally Community Hall 	<ul style="list-style-type: none"> Safety of set up arrangement 	<ul style="list-style-type: none"> Minimal 	<ul style="list-style-type: none"> Prescribed area for participants. 	Festival Coordinator	<ul style="list-style-type: none"> Minimal 	
Poets' breakfast	<ul style="list-style-type: none"> Fusion Centre (formerly Masonic Lodge) 	<ul style="list-style-type: none"> Food contamination Burns while preparing hot food Injury during set up/pack down 	<ul style="list-style-type: none"> Low Moderate Low 	<ul style="list-style-type: none"> Qualified volunteers with Food Service qualifications. Food to be served in a set area. First aid kit available. Food prepared in kitchen Team lift and safe manual handling practices to be implemented. 	<ul style="list-style-type: none"> Country Education Foundation of Coleambally- Darlington Point – experienced caterers with food handling certificates. 	<ul style="list-style-type: none"> Minimal Minimal Minimal 	
Cooking demonstration by Celebrity Chef	<ul style="list-style-type: none"> John McInnes Square 	<ul style="list-style-type: none"> Food contamination Burns while cooking food Cuts during preparation 	<ul style="list-style-type: none"> Minimal Minimal Minimal 	<ul style="list-style-type: none"> Food kept refrigerated until used. First aid kit First aid kit 	<ul style="list-style-type: none"> Experienced chef with assistant 	<ul style="list-style-type: none"> Minimal Minimal Minimal 	
SunRice Coly Cook Off	<ul style="list-style-type: none"> John McInnes Square 	<ul style="list-style-type: none"> Correct storage of ingredients Food contamination Burns while cooking food Cuts during preparation 	<ul style="list-style-type: none"> High Minimal Minimal Minimal 	<ul style="list-style-type: none"> Contestants to cook using gas Contestants advised on entry form that they must store their ingredients appropriately. First aid kit 	<ul style="list-style-type: none"> Cook off coordinator Contestants advised of requirement to use gas on entry form. Coordinator 	<ul style="list-style-type: none"> Minimal Minimal Minimal 	

		<ul style="list-style-type: none"> Food spilling on clothes 	<ul style="list-style-type: none"> Moderate 	<ul style="list-style-type: none"> No use of electricity – so no cords or appliances. Contestants provided with aprons 	<ul style="list-style-type: none"> Minimal
Entertainment <ul style="list-style-type: none"> Buskers Leeton jazz band Sing Australia Choir Physical culture group Ukulele group 	<ul style="list-style-type: none"> Brolga Place 	<ul style="list-style-type: none"> Electrical cords from instruments and amplifiers 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Cords correctly taped and away from performers and audience. Noise level to be controlled within environmental requirements. Entertainers to be allocated specific sites. 	<ul style="list-style-type: none"> Minimal
Face painting	<ul style="list-style-type: none"> Brolga Place 	<ul style="list-style-type: none"> Paint 	<ul style="list-style-type: none"> Moderate 	<ul style="list-style-type: none"> Ensure paints used are suitable for purpose – non-allergenic 	<ul style="list-style-type: none"> Minimal
Food stalls	<ul style="list-style-type: none"> Brolga Place & John McInnes Square 	<ul style="list-style-type: none"> Cross contamination 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Ensure food handling regulations are adhered to and that vendors agree to comply with them. Sight Council's necessary documentation from commercial food providers. 	<ul style="list-style-type: none"> Minimal
Jumping castle, laser tag guns, sumo suits, roller races	<ul style="list-style-type: none"> John McInnes Square & Brolga Place 	<ul style="list-style-type: none"> Children bumping in to each other while bouncing. 	<ul style="list-style-type: none"> Moderate 	<ul style="list-style-type: none"> Number of children to be monitored and behaviour supervised. 	<ul style="list-style-type: none"> Low
Salami competition	<ul style="list-style-type: none"> Brolga Hotel 	<ul style="list-style-type: none"> Cross contamination 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Entries to be kept refrigerated until tasting for judging. 	<ul style="list-style-type: none"> Minimal

Wet weather provisions	<ul style="list-style-type: none"> Events assigned to new locations 	<ul style="list-style-type: none"> Displays get wet. 	<ul style="list-style-type: none"> Medium 	<ul style="list-style-type: none"> Provide alternative wet weather venues – under awnings; school hall; Uniting Church etc 	<ul style="list-style-type: none"> Stall holder coordinator assigns new places for wet weather prior to Festival. 	<ul style="list-style-type: none"> Minimal
Displays	<ul style="list-style-type: none"> Brolga Place, John McInnes Square 	<ul style="list-style-type: none"> Injury during set up/pack down Gazebos not firmly secured 	<ul style="list-style-type: none"> Low Low 	<ul style="list-style-type: none"> Team lift and safe manual handling practices to be implemented. Ensure gazebos are properly anchored. 	<ul style="list-style-type: none"> Stall holders 	<ul style="list-style-type: none"> Minimal Minimal
Volunteers	<ul style="list-style-type: none"> Sign on at Admin tent 	<ul style="list-style-type: none"> As indicated with various activities/events 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Ensure volunteers are aware of any possible risks and how to deal with them. 	<ul style="list-style-type: none"> Logistics coordinator to ensure volunteers have signed on at central point. 	<ul style="list-style-type: none"> Minimal
First aid	<ul style="list-style-type: none"> Kits at various locations 	<ul style="list-style-type: none"> Injuries incurred in various activities 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> First aid station established at Admin tent + first aid kits at various locations 	<ul style="list-style-type: none"> Location of first aid station to be marked on program Roster of volunteers with first aid training 	<ul style="list-style-type: none"> Minimal
Money collection	<ul style="list-style-type: none"> At stalls 	<ul style="list-style-type: none"> Theft 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Collection, counting and supervision to be done by two people at a specified location. Money will be locked in CICL safe. 	<ul style="list-style-type: none"> Nominated volunteers & treasurer 	<ul style="list-style-type: none"> Minimal
Pedestrian access	<ul style="list-style-type: none"> Road closure in Brolga Place & across running track as it comes back around Kingfisher Ave 	<ul style="list-style-type: none"> People and moving cars in same area could lead to pedestrians being hit. 	<ul style="list-style-type: none"> Moderate 	<ul style="list-style-type: none"> Close off Brolga Place and part of Kingfisher Ave 2-4pm on Saturday during the Colour Run and close off Brolga Place and part of Kingfisher Ave between 10am – 2pm Sunday. 	<ul style="list-style-type: none"> Murrumbidgee Council/Festival Coordinator Traffic management by Council. 	<ul style="list-style-type: none"> Minimal
Farm Tours	<ul style="list-style-type: none"> Leave from bus stop next to Community Bank on Kingfisher Ave in hired bus 	<ul style="list-style-type: none"> People hurt themselves as they walk around unfamiliar terrain Bus accident 	<ul style="list-style-type: none"> Moderate Low 	<ul style="list-style-type: none"> Tour leader warns participants of any likely hazards and how to deal with them. Sites have public liability insurance. 	<ul style="list-style-type: none"> Tour leader at start of tour. 	<ul style="list-style-type: none"> Minimal Minimal

Free camping	<ul style="list-style-type: none"> Identified areas to be marked on map 	<ul style="list-style-type: none"> Ensure area is clean and suitable 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Experienced bus driver Council workers check and prepare site. Have site well sign posted. 	<ul style="list-style-type: none"> Murrumbidgee Council 	<ul style="list-style-type: none"> Minimal
Removal of rubbish	<ul style="list-style-type: none"> Overflow of bins leaves town untidy 	<ul style="list-style-type: none"> Area becomes untidy as bins fill up with rubbish Can attract vermin 	<ul style="list-style-type: none"> Moderate 	<ul style="list-style-type: none"> Council put out extra bins at various locations around the Festival areas – main street, community hall, John McInnes Square, Fusion Centre. Rubbish from Festival is removed promptly after Festival 	<ul style="list-style-type: none"> Murrumbidgee Council 	<ul style="list-style-type: none"> Minimal
Parking	<ul style="list-style-type: none"> Assigned areas 	<ul style="list-style-type: none"> Availability 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Parking will be clearly available along Kingfisher Ave, car park behind shops and near Uniting Church. 	<ul style="list-style-type: none"> Festival coordinator to include on program. 	<ul style="list-style-type: none"> Minimal
Communication	<ul style="list-style-type: none"> Brolga Place & John McInnes Square 	<ul style="list-style-type: none"> Uncertainty of details of Festival 	<ul style="list-style-type: none"> Low 	<ul style="list-style-type: none"> Advertising by leaflets, Festival website, radio and television. Website kept updated. Emcee making regular announcements on days. Ensure adequate signage to events. PA system operating over sites. 	<ul style="list-style-type: none"> Festival coordinator Emcee. 	<ul style="list-style-type: none"> Minimal

EMERGENCY CONTACT LIST

Service	Phone number
Ambulance	000
Police	000
Electricity provider	132080
Fire service	000
State emergency service	000
First aid station (Admin centre)	Duty person

STAFF VOLUNTEER REGISTER

Event coordinators are required to complete the register and have the staff/volunteers sign in for work on the day.

Name of activity/event:

.....

Location/site:

.....

Date	Name	Start time	Finish time	Hours	Description of work	Signature

Signed by coordinator:

Date:

LOCATION & TIME OF EVENTS

Event	Date & Time	Location	Estimated number of people participating in/attending event
Cocktail Party Opening of Art Exhibition Presentation of Taste Art Prizes	Friday, 26 th October, 2018 7-9pm	Coleambally Community Hall	80
Art Exhibition	Saturday, 27 th October, 2018 10am – 4pm Sunday, 28 th October, 2018 10am – 3pm	Coleambally Community Hall	30 people at any one time
Farm Tours	Saturday, 27 th October, 2018 9.00am – 1.30pm	Tubbo Shearing shed Coleambally Solar Farm Southern Cotton Standard Ethanol	57 on bus
Coly Colour Run	Saturday, 27 th October, 2018 Registration 11.30am – 1.30pm Run 2-3.30pm	Commences near Coleambally Community Hall, walking track skirting town, up track past Motel, down past water tower, finishes back at start.	300-400

Barbecue	Saturday, 27 th October, 2018 12-3pm	On lawn near Coleambally Community Hall (run by Coleambally Central School P&C Assn)	100
50 Mile Meal	Saturday, 27 th October, 2018 6.00 for 6.30pm	Coleambally Community Club	140 maximum
Poets' Breakfast	Sunday, 28 th October, 2018 8.00-9.30am	Fusion Centre (formerly Masonic Lodge)	50
Cooking demonstration by Celebrity Chef, Luke Piccolo	Sunday, 28 th October, 2018 11.30am-12.30pm	John McInnes Square	80
SunRice Coly Cook Off	Sunday, 28 th October, 2018 10-11am – 8-16 year olds 1-2pm = 16+ year olds	John McInnes Square	80
Main Street Festival <ul style="list-style-type: none"> Pioneer Heritage Centre Paddock to Plate Precinct Natural Fibre Showcase Biodiversity Centre Jazz band Sing Australia Choir Ukulele group Physical culture group Watering Hole 	Sunday, 28 th October, 2018 9am-3pm	Brolga Place closed off John McInnes Square Lawn in front of CICL Lawn area near skate park Under awnings along Brolga Place On lawns outside Coleambally Community Hall Fenced off area near Brolga Hotel	Up to 3000 throughout the day

<ul style="list-style-type: none"> • Food Stalls • General Market Stalls • Street Performers/Buskers • Farm Yard • Jumping Castle, Lazer Tag, Sumo Suits, roller race 			
Collaborative Art work	Sunday, 28 th October, 2018 9am-2pm	Coleambally Community Hall	30



Asset Management Policy

	Name	Position	Signature	Date
Responsible Officer	Peter Chudek	Assistant General Manager-Infrastructure & Environment		
Authorised By	Craig Moffitt	General Manager		

Document Revision History	
Revision Number:	
Previous Reviews:	
Next Review Date:	September 2021
Date adopted by Council:	
Minute No:	
Review Date:	
Minute Number:	
Review Date:	
Minute Number:	

February, 2018

TABLE OF CONTENTS

1. Purpose.....	3
2. Objective.....	3
3. Scope	3
4. Policy.....	3
4.1 Background	3
4.2 Principles	4
5. Legislation	5
6. Related Documents	5
7. Responsibility	5

1. Purpose

To set guidelines for implementing consistent asset management processes throughout Murrumbidgee Council.

2. Objective

To ensure adequate provision is made for the long-term replacement of major assets by:

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
- Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining an asset management awareness throughout the organisation by training and development.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

3. Scope

This policy applies to all Council activities.

4. Policy

4.1 Background

4.1.1 Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of the organisation. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.

4.1.2 Council owns and uses approximately \$331 million of non-current assets to support its core business of delivery of service to the community.

4.1.3 Asset management practices impact directly on the core business of the organisation and appropriate asset management is required to achieve our strategic service delivery objectives.

4.1.4 Adopting asset management principles will assist Council in achieving its Strategic Longer-Term Plan and Long Term Financial objectives.

4.1.5 A strategic approach to asset management will ensure that the Council delivers the highest appropriate level of service through its assets. This will provide positive impact on:

- Members of the public and staff;
- Council's financial position;
- The ability of Council to deliver the expected level of service and infrastructure;
- The political environment in which Council operates; and
- The legal liabilities of Council.

4.2 Principles

4.2.1 A consistent Asset Management Strategy must exist for implementing systematic asset management and appropriate asset management best-practice throughout all Departments of Council.

4.2.2 All relevant legislative requirements together with political, social and economic environments are to be taken into account in asset management.

4.2.3 Asset management principles will be integrated within existing planning and operational processes.

4.2.4 Asset Management Plans will be developed for major service/asset categories. The plans will be informed by community consultation and financial planning and reporting.

4.2.5 An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.

4.2.6 Asset renewals required to meet agreed service levels and identified in adopted asset management plans and long term financial plans will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset renewals and budget resources documented in budget documentation.

4.2.7 Service levels defined in adopted asset management plans will form the basis of annual budget estimates with the service and risk consequences of variations in defined services levels and budget resources documented in budget documentation.

4.2.8 Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.

4.2.9 Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.

4.2.10 Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.

4.2.11 Future service levels will be determined in consultation with the community.

4.2.12 Training in asset and financial management will be provided for councillors and relevant staff.

5. Legislation

Local Government Act 1993, Chapter 13, Part 2 Strategic Planning, sets out the role, purpose, responsibilities and powers of local government including the preparation of a long term financial plan supported by asset management plans for sustainable service delivery. Chapter 13 gives effect to the Integrated Planning and Reporting framework.

6. Related Documents

Asset Management Strategy and associated Asset Management Plans.

7. Responsibility

Councillors are responsible for adopting the policy, allocation of resources, providing high level oversight of the delivery of the organisation's asset management strategy and plan and maintaining accountability mechanisms to ensure that organisational resources are appropriately utilised to address the organisation's strategic plans and priorities.

The General Manager has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.



Investment Policy

	Name	Position	Signature	Date
Responsible Officer	Vicki Sutton	Finance Manager		
Authorised By	Craig Moffitt	General Manager		

February 2018

Document Revision History

Version	Date	Prepared/Amended	Approved By	Revision Date
V1			Council	December 2018
V2			Council	December 2019
V3			Council	December 2020
V4			Council	
V5			Council	
V6			Council	
V7			Council	
V8			Council	
V9			Council	
V10			Council	

Change History

Version	Change Details
V1	Initial policy
V2	Annual Review of Policy
V3	
V4	
V5	
V6	
V7	

Related Documents

Document Title
Local Government Act 1993
Local Government (General) Regulation 2005
Government Information (Public Access) Regulation 2009
Trustees Act 1925

Contents

PURPOSE AND OBJECTIVES	4
LEGISLATIVE REQUIREMENTS.....	4
DELEGATION OF AUTHORITY.....	5
PRUDENT PERSON STANDARD	5
ETHICS AND CONFLICTS OF INTEREST.....	5
APPROVED INSTRUMENTS.....	5
PROHIBITED INVESTMENTS	6
RISK MANAGEMENT.....	6
INVESTMENT ADVISOR AND/OR ADVISORY SERVICES	7
SAFE CUSTODY ARRANGEMENTS	7
INDIVIDUAL INSTITUTION OR COUNTERPARTY LIMITS.....	8
INVESTMENT/PORTFOLIO STRATEGY – TERM TO MATURITY AND GENERAL CONSTRAINTS	8
CREDIT QUALITY (CLASS A) INVESTMENTS TARGET AND LIMITS	8
TERM TO MATURITY LIMIT	9
GENERAL.....	10
PERFORMANCE BENCHMARKS	10
ETHICAL AND SOCIALLY RESPONSIBLE INVESTMENTS.....	10
NON-FINANCIAL FACTORS	11
REPORTING AND REVIEWING OF POLICY AND INVESTMENTS	11
DEFINITIONS	12

Purpose and Objectives

The purpose of this policy is to provide a framework for investing surplus Council funds at the most favourable rate of interest, whilst having due consideration to the capital preservation, investment return, risk and security profile of the investment type, liquidity, security and risk requirements of the Murrumbidgee Council. These elements are defined as:

1. Preservation of capital is the principal objective of Council's investment portfolio. Investments are to be placed in a manner that safeguards the investment portfolio. This includes managing credit and interest rate exposure risk within identified thresholds and parameters;
2. Investments should be allocated to ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment; and
3. Investments are expected to achieve a market average rate of return in line with Council's risk tolerance.

Therefore, Council has several primary objectives for its investment portfolio:

1. Compliance with legislation regulations, the prudent persons test of the *Trustee Act 1925 (NSW)* and best practices guidelines;
2. The preservation of the amount invested;
3. To ensure there is sufficient liquid funds to meet all reasonably anticipated cash flow requirements; and
4. To generate income from the investment that exceeds the performance benchmarks mentioned later in this document.

Legislative Requirements

All investments must comply with the following:

1. *Local Government Act 1993*;
2. Part 2 – Government Information (Public) Access Regulation 2009;
3. Local Government (General) Regulation 2005 – Clause 212;
4. Ministerial Investment Order – dated 12 February 2011;
5. *Trustee Act 1925 (NSW)*;
6. Office of Local Government (OLG) Investment Guidelines – Section 5;
7. Local Government Code of Accounting Practice and Financial Reporting;
8. Australian Accounting Standards (AASB 7, 132, 136 and 139); and
9. Department of Local Government Circulars.

Delegation of Authority

Authority for implementing the Investment Policy is delegated by Council to the General Manager in accordance with the *Local Government Act 1993*.

The General Manager has authority to invest surplus funds and may delegate this function to the Responsible Accounting Officer (FAO) to ensure adequate skill, support and oversight. Officers investing funds on behalf of Council must do so in accordance with this Policy.

Officers delegated authority to administer and/or manage Council's investment shall be recorded and required to acknowledge they have received a copy of this Policy and understand their obligation in this role. Adequate controls are in place to safeguard Council's assets, such as the separation of duties in relation to authorising and executing transactions through the requirement of two authorised signatories for each transaction.

The General Manager, or his/her delegated representative, have the authority to approve variations to this Policy if the investment is to Council's advantage and/or due to revised legislation or a change in market conditions. Any variations to the Policy will be reported to Council at the next possible meeting.

Prudent Person Standard

The investments will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolio to safeguard the portfolio in accordance with the spirit of this Investment Policy and not for speculative purposes.

Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This policy requires officers to disclose any conflict of interest to the General manager as soon as they arise.

Independent investment advisors engaged on a fee paying basis are also required to declare that they have no actual or perceived conflicts of interest.

Approved Instruments

All investments must be denominated in Australian Dollars. Investments are limited to those allowed by the Ministerial Order and include:

1. Council may invest funds with Authorised Deposit-Taking Institutions (ADIs) guaranteed under the Financial Claims Scheme
2. Commonwealth/State/Territory Government security e.g. Bonds or Debentures;
3. Debentures issued by NSW Local Government;

4. Interest bearing deposits issued by a licensed bank, building society or credit union (which for new investments must be senior/first ranking);
5. Investment with NSW Treasury Corp/Hourglass Investment Facility;
6. Bills of Exchange (<200 date duration), guaranteed by an Authorised Deposit-taking Institution (ADI); and
7. Investments grandfathered under the previous Ministerial Investment Order

Prohibited Investments

This Investment Policy prohibits any investment carried out for speculative purposes including, but not limited to:

1. Derivative based instruments (e.g. Collateralised Debt Obligations);
2. Principal only investments or securities that provide potentially nil or negative cash flow; and
3. Standalone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment. However, nothing in this policy shall prohibit the short term investment of loan proceeds where the loan is raised for non-investment purposes and there is a delay prior to the spending occurring.

Risk Management

Investments obtained are to be considered in light of the following key criteria:

1. *Preservation of Capital* – the requirement for preventing losses in an investment portfolio's total value;
2. *Credit risk* – the risk that a party or guarantor to a transaction will fail to fulfil its obligations. In the context of this document, it relates to the risk of loss due to the failure of an institution/entity with which an investment is held, to pay the interest and/or repay the investment principal;
3. *Diversification* – the requirement to place investments in a broad range of products so as not to be overexposed to a particular sector of the investment markets;
4. *Liquidity Risk* – the risk an investor runs out of cash, is unable to redeem investment at a fair price within a timely period and thereby incurs additional costs (or in the worst case, is unable to execute its spending plans);
5. *Market Risk* – the risk that fair value of future cash flows will fluctuate due to changes in market prices or benchmark returns will unexpectedly overtake the investment's return;
6. *Maturity Risk* – the risk relating to the length of term to maturity of the investment. The longer the term, the greater the length of exposure and risk to market volatilities; and
7. *Rollover risk* – the risk that income will not meet expectation or budgeting requirement because interest rates are lower than expected in the future.

Investment Advisor and/or Advisory Services

Council may use the services and/or seek advice of a suitable qualified and experienced investment advisor for the purposes of achieving this Policy's objectives. Council has a fiduciary responsibility, when investing, to exercise the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons.

Section 5 of the Office of Local Governments' Investment Policy Guidelines, requires Councils Investment Advisor must be approved by Council and licenses by the Australian Securities and Investment Commission. The advisor must be independent and confirm in writing that they have no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and condition of the Investment Policy. This includes receiving a declaration in writing that they are not receiving any commission or other benefits in relation to the investment being recommended or reviewed. Council must also undertake separate reference checks of advisors.

The NSW Government has provided a waiver to certain provisions within OLG's Investment Policy guidelines to allow councils to engage the NSW Treasury Corporation (TCorp), in the provision of investment advice. The Section 5 requirements are waived to the extent that, councils who wish, and do seek investment advice and/or engage the (TCorp) to provide advice about investments and as part of their financial and strategic planning processes. The waiver applies only to TCorp and recognise its unique position as a public sector financial service provider.

Safe Custody Arrangements

Investments may be held in safe custody on Council's behalf, as long as the following criteria are met:

1. A Safe Custody agreement is in place setting out the obligation of the custodian
2. Council retains beneficial control and ownership of all investments
3. Adequate documentation is provided verifying the existence of the investment
4. The Custodian conducts regular reconciliation of records with relevant registries and/or clearing systems
5. The Custodian has an AFS licence issued by ASIC that explicitly covers custodial services

The Institution or Custodian recording and holding the assets will be:

1. Austraclear;
2. An institution with an investment grade Standard and Poor's or Moody's rating; or

3. An institution with adequate insurance including professional indemnity insurance and other insurances considered prudent and appropriate to cover its liability under any agreement

Individual Institution or Counterparty Limits

Exposure to individual counterparties/financial institutions will be restricted by their ratings so that single entity exposure is limited, as detailed in Table 1 below. It excludes any government guaranteed investments.

Table 1: Individual Institution or Counterparty Limits

Long Term Rating	Short –Term Credit Ratings	Limit
AAA Category	A-1+	40%
AA Category	A-1+	30%
A Category	A-2	14%
BBB Category	A-3	10%
Unrated Category	Unrated	5%

Investment/Portfolio Strategy – Term to Maturity and General Constraints

Council will comply with appropriate accounting standards in valuing its investment and quantifying its investment returns. In addition to recording investment income according to accounting standards, Council will also produce regular reporting showing a breakdown of its duly calculated investment return into realised and unrealised capital gains, losses and interest.

Other relevant issues will be considered in line with relevant Australian Accounting Standards including discount or premium, designations, as held to maturity or on fair value basis and impairment.

Due to significant developments in the ranges and complexity of available investments in recent years, credit rating alone cannot be considered a consistent indicator of risk across different investment types. That is to say, a cash based managed fund with a credit rating of AA does not have the same risk profile as a structured investment with an AA rating and principal only. In order to provide a more effective risk management framework, this Policy sets out different exposures and duration limits for different investment categories. Percentage limits in the following tables refer to percentage of the total portfolio

Credit Quality (Class A) Investments Target and Limits

Quality or Class A investments, are defined as security for which an institute with a rating meeting or referencing the Standard and Poors (S&P) rating system criteria and format and/or Moody's and Fitch as recognised in the Ministerial Investment Order dated 12 January 2011, guarantees the total return of the security. Any of the three ratings may be used where available. For example, capital and income

(or in the case of a floating rate security, a fixed margin above a floating benchmark). Structured security and subordinate debt securities are explicitly **NOT** Class investments unless this can be justified from their market valuations, as set out below.

Typical examples of Class A or Credit Quality investments would be Term Deposits, Bank Bills and senior Floating Rate Notes offered by major banks and other well rated corporations.

The features of the security are to be consistent with the time horizon, risk parameters and liquidity requirements of the Council. Investments with counterparties **below** A Category (Long Term), are restricted to licenced banks, building societies and credit unions and must not exceed 75% of the portfolio in total. The maximum holding limit in each rating category and the target credit quality or Class A Investment weighting for Council's portfolio shall be:

Long Term Credit Rating	Short Term Credit Rating	Maximum Percentage by Credit Rating	Maximum Duration
AAA	A-1+	100%	5 years
AA+-AA-	A-1	100%	4 years
A+-A-	A-2	60%	3 years
BBB & Unrated ADIs	A-3	40%	1 year

Term to Maturity Limit

Council's investment portfolio shall be structured around the investment time horizon to ensure that liquidity and income requirements are met. Once the primary aim of liquidity is met, Council will ordinarily diversity its maturity profile as this will usually be a low-risk source of additional return which also reduces Council income volatility. However, Council retains the flexibility to invest as required by internal requirements or the economic outlook.

The factors and/or information used by Council to determine minimum allocations to the shorter time horizons include:

1. Councils liquidity requirements to cover both regular payments and sufficient buffer to cover reasonably foreseeable contingencies;
2. Medium term financial plans and major capex forecasts;
3. Know grants, asset sales or similar one-off inflows; and
4. Seasonal patterns to Council's investment balances.

Council's investment portfolio is to be invested with the following term to maturity constraints.

Investment Horizon Description	Investment Horizon Maturity Date	Minimum Allocation	Maximum Allocation
Working Capital funds	0-3 months	10%	100%
Short Term Funds	3-12 months	20%	100%
Short-Medium Term	1-3 years	0%	5%
Medium Term Funds	3-4 years	0%	5%
Long Term Funds	4-5 years	0%	5%

Within these broad ranges, Council relies upon assumptions of expected investment returns and market conditions that have been examined with its investment adviser

General

1. Changes in Credit Ratings

If any of Council's investment are downgraded such that they no longer fall within these investment policy guidelines, they will be divested as soon as is practicable

2. Accounting for Premiums and Discounts

From time to time, financial assets may be acquired at a discount or premium to their face value. Any such discount or premium is to be taken into account in line with the relevant Australian Accounting Standard(s).

Performance Benchmarks

Investment Type	Performance Benchmark
Cash	11 am Cash Rate
Cash Enhanced/Direct Investments	UBSWA Bank Bill Index
Fixed Interest	UBSA Composite Bond Index
Diversified Funds	CPI + appropriate margin over rolling 3 year periods (depending on fund composition)

Ethical and Socially Responsible Investments

Ethical and socially responsible investments (SRIs) are a means for investors (including Council) to support their principles and take into account, consideration other than just the financial return potential of particular investments. In addition to normal risk assessment, investments can be further evaluated in terms of environment, social and governance issues. A number of independent

organisations have been established to evaluate and rate companies according to these criteria.

Subject to compliance with government legislation and the outlined investment strategic objectives, Council supports investments in Ethical or Socially Responsible Investments.

In recognition of the significant community role, support and activities undertaken within the Council area, Council deems it appropriate that twenty percent (20%) of its investment portfolio is to be invested with the Coleambally Community Bank.

Non-Financial Factors

When assessing an investment opportunity as part of the prudent person rule, there will always be a number of factors which are not easily quantifiable that should be considered. These factors may lead to Council accepting a lower rate of return on a particular investment. Staff who make such decision should document the reasons to support their decision. This will ensure accountability and transparency and enable those reason to be identified at a later date.

The highest rate should not always be accepted. Instead, the investment which delivers the best value to Council should be selected This allow staff to include other factors when choosing an investment. Factors which may be considered when choosing investments include:

1. Transaction costs
2. Ease of making transactions
3. Ability to swap funds
4. Level of service from an institution
5. Benefit to local government
6. Liquidly terms
7. Reduced costs to other services
8. Choosing ethical and socially responsible investment

Reporting and Reviewing of Policy and Investments

Documentary evidence must be recorded and held for each investment and details maintained in an Investment Register. The documentary evidence must provide Council with legal title to the investment.

Certificates must be obtained from the financial institution confirming the amounts of all investments held on the Council's behalf as at 30 June each year and reconciled to the Investment Register. All investments are to be appropriately prepared in Council's financial records and reconciled at least on a monthly basis.

A monthly report will be provided to Council. The report will detail the investment portfolio in terms of performance (i.e. investment income earned versus budget year to date and relevant performance benchmarks as outlined in this policy), percentage exposure of total portfolio, maturity date and changes in market value.

The Investment Policy will be reviewed at least once a year, or as required in the event of legislative changes and/or significant changes to market conditions. The Investment policy may also be changed as a result of other amendments that are to the advantage of Council and in the spirit of this Policy. Any amendment to the Investment Policy must align with 'Delegation of Authority' provisions of this Policy and be ratified by Council resolution.

For audit purposes, certificates must be obtained from the banks/fund managers/custodian confirming the amounts of investment held on Council's behalf as at 30 June each year.

In accordance with Section 413 of the *Local Government Act 1993*, Council must recognise, measure and disclose investments in accordance with the publication(s) issued by the Australian Accounting Standards Board; the Local Government Code of Accounting Practice and Financial Reporting; and Australian Accounting Standards AASB 7 - Financial Instruments Disclosures, AASB 132 - Financial Instruments; Presentation, AASB 136 - Impairment of Assets and AASB 139 - Financial Instruments Recognition and Measurement.

Definitions

Act	<i>Local Government Act 1993</i>
ADI	Authorised Deposit Taking Institutions (ADIs) are corporations that are authorised under the Banking Act 1959 (Commonwealth) to take deposits from customers.
Bill of Exchange	Is an unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed, to pay on demand, or at a fixed or determinable future time, a certain sum of money to or to the order of a specified person, or to bearer.
BBSW	The Bank Bill Swap reference rate (BBSW) is the average of mid-rate bank bill quotes from brokers on the BBSW Panel. The BBSW is calculated daily. Floating rate securities are most commonly reset quarterly to the 90 day BBSW.
Council Funds	Surplus monies that are invested by Council in accordance with section 625 of the Act.

Debentures	A Debenture is a document evidencing an acknowledgement of a debt, which a company has created for the purpose of raising capital. Debentures are issued by companies in return for medium and long-term investment of funds by lenders.
FRN	A Floating Rate Note (FRN), is a medium to long term fixed interest investment where the coupon is a fixed margin (Coupon margin) over a benchmark, also described as a floating rate. The Benchmark is usually the BBSW and is set at regular intervals – usually quarterly.
Grandfathered	Investments held by Council that were previously allowed under the Minister's Order but were grandfathered (i.e. eligible to retain but not add to or restructure existing investments), when the NSW State Government changed the list of approved investments as a result of the Cole Inquiry and reflected in the Ministerial Order dated 31/7/2008
IPS	The Investment Policy Statement provides the general instrument goals and objectives of Council and describes the strategies that must be employed to meet those objectives. Specific information on matters such as asset allocation, risk tolerance and liquidity requirements are also included in the IPS.
LGGR	Local Government (General) Regulation 2005 (NSW)
NCD	Is a short term investment in an underlying security being a negotiable certificate deposit (NCD) where the term of the security is usually for a period of 185 days or less (Sometimes up to 2 years). NCDs are generally discount securities, meaning they are issued and on sold to investors at a discount to their face value.

OLG	NSW Office of Local Government, Department of Premier and Cabinet
RAO	Responsible Accounting Officer of a council means a member of the staff of the council designated by the General Manger, or if no such member has been designated, the General Manager. (LGGR – Clause 196)
T-Corp	NSW Treasury Corporation
UBSA BBI	UBS Australian calculates a daily <i>Bank Bill Index</i> representing the performance of a notional rolling parcel of bills averaging 45 days



Leasing of Council Residential Properties Policy

	Name	Position	Signature	Date
Responsible Officer	Vicki Sutton	Finance Manager		
Authorised By	Craig Moffitt	General Manager		

Document Revision History	
Revision Number:	
Previous Reviews:	
Next Review Date:	
Date adopted by Council:	
Minute No:	
Review Date:	
Minute Number:	
Review Date:	
Minute Number:	

Document Revision History

Version	Date	Prepared/Amended	Approved By	Revision Date
V1	Pre-Merger	1. MSC Policy D.204 Staff – provision of Council Residences 2. JSC 1.04 Rental or Lease of Council Residences Policy	Council	November 2017
V2	November 2017	Project Manager, PMO	Council	January 2018
V3	18/01/2018	Assistant GM, Corporate & Community	Council	January 2020
V4			Council	
V5			Council	
V6			Council	
V7			Council	
V8			Council	
V9			Council	
V10			Council	
V11			Council	

Change History

Version	Change Details
V1	Initial policy
V2	Review of Policy
V3	Bi-annual review of policy
V4	
V5	
V6	
V7	

Related Documents

Document Title
Local Government Act 1993
Local Government Act 1993 Section 8
Local Government (General) Regulation 2005
Residential Tenancies Act 1987 and 2010
Residential Tenancies Regulation 2010
Residential Tenancies Regulation 2010 Schedule 1 Standard Form Agreement Clause 4(1)
Code of Conduct (Council Approved)

Contents

PURPOSE AND OBJECTIVES	5
SCOPE OF POLICY	5
LEGISLATIVE REQUIREMENTS.....	5
RESIDENTIAL TENANCIES ACT(S).....	5
LOCAL GOVERNMENT ACT – CHARTER	6
CLASSIFICATION	6
STANDARD LEASES.....	7
BELOW MARKET RENT	8
DELEGATION OF AUTHORITY.....	8
NON-GOVERNMENT ORGANISATION(S) AND INDIVIDUALS.....	8
COMPLIANCE	9
EXCEPTIONS.....	9
ETHICS AND CONFLICTS OF INTEREST.....	9

Purpose and Objectives

The purpose of this policy is to protect Council's interests by prescribing reasonable conditions to apply to the rental or lease of Council owned residences to Council staff or non-Council staff. It is also intended to ensure that Council's leasing of its residential properties is transparent, consistent with the purpose for which the property was acquired and the funding source and has regard to Council aims and responsibilities. Murrumbidgee Council currently owns residential properties in Coleambally, Darlington Point and Jerilderie. It is also intended that the policy will apply to future acquisitions of residential property, if any, as well as those currently owned or under Council's control.

The main objective of lease of Council residential properties is to obtain rental income and/or act as a potential incentive for attracting and retaining suitably qualified staff with skills needed by Council. For properties acquired for future conversion to another use, this revenue will be applied towards the conversion costs. Rent from other residential properties will contribute to the ongoing provision, improvement and maintenance of Council services and assets.

Individuals and organisations covered by this policy include Murrumbidgee Council staff who have access to rental of Council's residential properties and individuals or tenants who use and have access to Council's residential properties but are not staff of Murrumbidgee Council.

Scope of Policy

This policy deals only with lease of Council's residential properties for residential use, including 'caretaker leases'. This policy does not cover:

1. Houses or flats or other former residential property under Council's control which are leased for use as offices, community facilities or any purpose other than as a private residence. These leases come under the 'Leasing Policy – Property' adopted by Council in November 2017; and
2. Any housing provision by, or policies of, State or Federal Governments or their agencies.

This policy is supported by, and should be read in conjunction with, Council's Code of Conduct where appropriate. The policy provides guidance on how Council provides rental options for staff and, where relevant, non-staff.

Legislative Requirements

Residential Tenancies Act(s)

The *Residential Tenancies Act 2010*, applies to all residential leases in NSW (with some limited exceptions), including by a Council as a landlord. The Act overrides anything in a lease agreement which is inconsistent with the Act. Principal provisions include:

1. A standard form of lease agreement;
2. After expiry of the fixed term when the lease is on holdover, 60 days' notice must be given of any rent increase. Rent cannot be increased more than once every 12 months. The tenant may approach the Tenancy Tribunal for an order that any rent increase is excessive and the Tribunal may set the rent for a period of up to 12 months;
3. 90 days' notice to vacate must be given (except in case of default and some other situations). The landlord cannot physically remove the tenant or change the locks or take other action to force the tenant out. If the tenant fails to vacate at the end of the notice period, the landlord must obtain an order from the Tenancy Tribunal and if the tenant still fails to vacate, an order for the sheriff to remove the tenant. The Tenancy Tribunal may refuse to order a tenant to vacate;
4. The landlord must provide locks and other security devices to ensure the premises are reasonably secure; and
5. The landlord must provide the premises in a reasonable state of cleanliness and fit for habitation by the tenant.

Local Government Act – Charter

Section 8 of the *Local Government Act 1993*, states that Council's Charter includes:

1. To provide directly or on behalf of other levels of Government, after due consultation, adequate, equitable and appropriate services and facilities for the community and to ensure that those services and facilities are managed efficiently and effectively;
2. To exercise community leadership;
3. To have regards to the long term and cumulative effects of its decisions;
4. To bear in mind that it is the custodian and trustee of public assets and to effectively account for and manage the asset for which it is responsible; and
5. To raise funds for local purposes by the fair imposition of rates, charges and fees, income earned from investment (including rental income from assets), and when appropriate, by borrowings and grants.

Classification

Under the *Local Government Act 1993*, land under Council's control, other than roads and Crown Land under the Crown Lands Act, must be classified as either 'operational land' or 'community land'. Residential properties, if any, acquired by a Council for investment will usually be classified as operational land. Residential properties acquired for future conversion to open space are sometimes classified as operational and an acquisition to allow leasing for a few years, with the intention that they will be reclassified to 'community' land once the leasing has ended and the properties converted to public open space. In respect of 'operational land', Council is bound by the law relating to residential leasing the same as a private landlord, but does not have additional obligations that are imposed for community classified land.

Houses in parks or on other land owned by Council are classified as community land and leasing is restricted. The base principle is that community land remain public or provide services for the public generally.

Standard Leases

1. Market rent will be payable for residential premises leased by Council;
2. Rent will be increased at intervals of not less than 12 months to keep pace with market rent generally and in accordance with advice from a local leasing real estate agent, unless Council agrees to grant a lease for several years at pre-agreed or no rent increase;
3. All staff rentals shall be tied to a base rent set at 75% of an independent valuation, which will be reviewed every five years by a duly authorised real estate agent;
4. When selecting tenants, Council officers or agents are to be satisfied of a prospective tenant's ability to pay the market rent, and conduct detailed reference checks to be satisfied this condition is met;
5. Council officers or agents are to select tenants who have satisfactory references, usually from a previous landlord or agent. In the case of first term renters who fit one of the preferred groups referred to in point 6 below, references from any person may be accepted;
6. In selecting tenants for Council residential properties, preference may be given to:
 - a. Persons who are employed in the Murrumbidgee Local Government Area, such as the Police or Emergency Services; and/or
 - b. Persons who already live in the Murrumbidgee Local Government Area.
7. Properties purchased with developer contributions for conversion to open space, car parking or other specific purpose. Until sufficient funds exist for the conversion, the properties must be leased at market rents under this 'standard lease' category; and
8. Subject to legal or contractual constraints, other residential property may be selected by Council for lease at rents below market rent, or otherwise, in accordance with the following section 'Below Market Rent'. A property will be covered by the 'Standard Lease' section and, until endorsed by Council resolution, be offered under any other provisions or conditions;
 - a. When Council approves the rental or leasing of a residential property, the keys of the residence shall be withheld until such time as the parties have completed a Lease Agreement (Residential Tenancies Regulation 2010 Schedule 1 Standard Form Agreement (Clause 4(1)));
9. All utilities are the responsibility of the approved occupant; Occupants may choose to organise utilities or Council may carry these and invoice the occupant for such expense subject to the consent of the General Manager;
10. All private rentals are to be conducted and managed through a registered real estate agent;
11. The General Manager or his representative, will inspect Council houses annually and upon new companies, will prepare a condition report for Council; and
12. All Council's residential properties will be required to undergo termite and pest inspections annually with condition reports prepared for Council and held on file.

Below Market Rent

This section applies to properties which Council has, by resolution, determined will be leased at less than market rent in accordance with this section.

Tenants who are eligible to rent at less than market rent include:

1. Key workers: person employed in the Murrumbidgee Local Government Area in desirable service occupations, including policing and emergency services, who might otherwise be unable to live in the Murrumbidgee Local Government Area;
2. Senior or otherwise skilled and qualified staff, as a means of attracting and retaining these skills sets for Council; and
3. Consultants who may be employed by Council on a temporary basis to undertake significant or specialist projects or assignments.

Council may agree to grant a lease for several years at pre-agreed or no rent increase.

Sitting tenants who are not in breach of their lease will not be evicted in order to grant a lease to another at below market rent. When an eligible property becomes vacant, or is acquired, Council will then consider whether it is appropriate for it to be offered for lease at less than market rent in accordance with this section.

Delegation of Authority

Authority for implementing the Leasing of Council Residential Properties Policy is delegated by Council to the General Manager in accordance with the *Local Government Act 1993*.

The General Manager, or his/her delegated representative, has the authority to approve variations to this Policy if the variation is to Council's advantage and/or due to revised legislation or a change in market conditions. Any variations to the Policy will be reported to Council at the next possible meeting.

Non-Government Organisation(s) and Individuals

If Council has a property which is suitable for, and satisfies the requirements of, a non-Council organisation or individual, based in the Murrumbidgee Local Government Area, Council may, by resolution, grant a long term lease to the non-Council organisation.

Compliance

Lessees of Council properties are expected to comply with the terms of their lease. The obligations are not reduced and should not be ignored by tenants because the lessor is a Council rather than a private landlord.

All individuals covered by this policy must comply with its provisions and subsequent lease documentation. Assistant General Manager(s) are responsible for providing advice as required to staff in relation to the provision of the policy. The General Manager is responsible for providing advice to individuals other than staff in relation to the provisions of this policy.

Exceptions

In the event that either the General Manager or Assistant General Managers do not wish to avail themselves of Council housing options, Council can consider alternatives to generating rental income from these vacant properties. Such options could include making properties available to other staff members or members of the general public.

Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's residential properties and portfolio. This policy requires officers to disclose any conflict of interest to the General Manager as soon as they arise.

Definitions

Act	<i>Local Government Act 1993</i>
Council	Murrumbidgee Council
Staff	All persons employed by Murrumbidgee Council
Landlord	Murrumbidgee Council
Lease	Signed agreement between the Landlord (Murrumbidgee Council) and the tenant
Council Official	Councillors, Council staff, volunteers or delegated persons as defined in the <i>Local Government Act 1993</i>
Tenant	Murrumbidgee Council staff, or individuals who rent Council owned property but are not staff of Murrumbidgee Council
Caretaker Lease	Lease of residences to employees of Council in connection with their employment as caretakers



Rates & Charges

Hardship Policy

	Name	Position	Signature	Date
Responsible Officer	Vicki Sutton	Manager Finance		
Authorised By	Craig Moffitt	General Manager		

Document Revision History	
Revision Number:	
Previous Reviews:	
Next Review Date:	
Date adopted by Council:	
Minute No:	
Review Date:	
Minute Number:	
Review Date:	
Minute Number:	

Change History

Version	Change Details
V1	Initial policy
V2	
V3	
V4	
V5	
V6	
V7	

Contents

PURPOSE	4
OBJECTIVES.....	4
SCOPE OF POLICY	4
POLICY IMPLEMENTATION	4
GUIDELINES	4
HARDSHIP CRITERIA.....	4
APPLICATION FOR HARDSHIP	5
PROCEDURES.....	5
AMOUNT OF HARDSHIP CONCESSION	6
PRIVACY	6
LEGISLATION.....	6

Purpose

To provide a formal process for assisting ratepayers who may, due to exceptional circumstances, encounter difficulties with payment of their rates and/or charges

Objectives

To provide assistance to ratepayers including pensioners, experiencing genuine financial hardship, with the payment of rates and annual charges

To be sympathetic and helpful to such ratepayers experiencing financial hardship

To provide an administrative process and decision making framework to determine and assess hardship applications

To fulfil the statutory requirements of the Local Government Act 1993 with respect to hardship applications

Scope of Policy

This policy shall be applicable to all property owners within the Council boundaries.

Policy Implementation

Guidelines

Any ratepayer who cannot pay their rates and/or annual charges for reasons of financial hardship can apply to Council for assistance at any time.

Each individual case will be considered on its merits.

Council will treat all people fairly and consistently under this policy.

Council will consider all matters relating to this policy with complete confidentiality.

Council will treat people with respect and compassion in considering their circumstances.

Hardship Criteria

The following conditions apply to all applications under this policy:

That the property for which the hardship application relates is the principal place of residency or occupancy of the applicant, in line with guidelines for Pensioner Concession Subsidies

That an actual hardship exists and is genuine.

Application for Hardship

Consideration for hardship will only be given to cases on the following grounds:

Death/Terminal Illness: consideration will be given to waiving of interest on rates and annual charges for a specific term

Temporary illness or serious accident: consideration will be given to waiving interest on rates and annual charges for a specific term

Unemployment: consideration in structuring a hardship repayment plan that recognises financial constraints exist

Financial Hardship: with extenuating circumstances beyond the control of the ratepayer - consideration in structuring a hardship repayment plan that recognises financial constraints exist and consideration of interest waiver on rates and annual charges for a specific term.

Natural Disasters: (bushfire, flooding, drought) – consideration will be given to waiving interest for rates and annual charges for a specific term.

Valuation Changes: Council has discretion under S601 of the Act to defer payment of the whole or any part of an increase in the amount of rates payable by the ratepayer for such period and subject to such conditions as it sees fit

Ratepayers seeking concessions for financial hardship are to submit an application to Council outlining their particular circumstances and providing supporting documentation which may include, but is not limited to:

Copies of recent bank/financial institution statements

Details of income and expenditure (including monthly budget analysis)

Letter from a recognised financial counsellor or financial planner

A letter with details of the extent of the losses of property will be required with regards to applications under the natural disaster clause.

Applications for hardship caused through revaluation must be received within 3 months of the issue of rates notice in the first year of the General Revaluation for rating purposes has taken effect.

Procedures

The following procedures will be followed with all financial hardship concessions:

All hardship applicants shall be advised in writing of Council's decision within 30 days of receipt of the application.

Any applicant dissatisfied with Council's decision may request that the application be reconsidered. Such requests must be made within 7 days of being advised that the initial application was unsuccessful. After Council reconsiders the application and makes a determination the ratepayer has no further right of appeal. Any mutually acceptable repayment schedule will have a maximum 24 month term.

All repayment schedules are to be reviewed annually and upon the raising of further rates and charges

Any future rates and charges raised against the property are due and payable on the due dates.

Interest will be charged and then written off where a repayment schedule is adhered to and the arrangement provides for accrued interest to be waived.

Where a scheduled repayment default occurs, interest will be calculated and levied from the date of the last payment made in accordance with the repayment schedule. The ratepayer will be contacted in regard to the repayment default.

Amount of Hardship Concession

The amount of any financial hardship concession will be determined on the merits of each individual application but will be limited to the waiving of interest charges that would otherwise be applicable during the period of a mutually acceptable repayment arrangement.

Council reserves the right to vary the terms and conditions within this policy.

Privacy

Personal information collected as a consequence of this policy will only be used for the purposes of assessing eligibility under the policy and will not be used for any other purpose or disclosed to any person unless we are required by law to do so, or authorised to do so by the person to whom the personal information relates.

Legislation

Local Government Act 1993
Local Government (General) Regulation 2005
Privacy and Personal Information Act 1998



CUSTOMER SERVICE CHARTER

	Name	Position	Signature	Date
Responsible Officer	Craig Moffitt	General Manager		
Authorised By	Craig Moffitt	General Manager		
Date Adopted by Council:				
Minute No:				

April 2018

Revision History

Version	Date	Prepared/Amended	Approved By	Revision Date
V1			Council	
V2			Council	
V3			Council	
V4			Council	

Change History

Version	Change Details
V1	Initial Charter
V2	
V3	
V4	

Related Documents

Document Title
Murrumbidgee Council Code of Conduct

Contents

Introduction	1
Contacting Us.....	1
Vision, Purpose and Values	2
Vision	2
Purpose	2
Corporate Values	2
Staff Values	2
Service Standards.....	2
General	2
Face to Face	3
On the Telephone	3
Writing or Email	3
Website or Social Media.....	4
Measuring Our Performance.....	4
Helping Us to Help You	4
Service Level Commitments	5
Environmental Compliance	5
Building Surveying Approval	5
Town Planning Approval	6
Review	6

Introduction

Council's Customer Service Charter sets out what its community may expect when dealing with staff, our dedication to resolving issues in a timely manner and our processes for communicating with the community.

Contacting Us

Murrumbidgee Council covers the three communities of Jerilderie, Coleambally and Darlington Point.

Our front office staff will wear a name badge for ease of identification and will listen to you and discuss your enquiry fully. Our staff will be approachable, take details of an enquiry and deal with the enquiry in a professional, fair and courteous manner. If the staff member is unable to resolve the enquiry, they will endeavour to source a solution from other staff.

Council's contact details are as below:

Jerilderie

35 Jerilderie Street, Jerilderie NSW 2716
(PO Box 96, Jerilderie NSW 2716)

Hours of Operation: 8.30am-5.00pm Monday to Friday

Email: jerilderie@murrumbidgee.nsw.gov.au
Telephone: 03 5886 1200
Emergency contact (after hours): 0428 579 095

Coleambally

39 Brolga Place, Coleambally NSW 2707

Hours of Operation: 9.00am-5.00pm Monday to Friday
Closed for Lunch: 12.30pm-1.30pm daily

Email: coly@murrumbidgee.nsw.gov.au
Telephone: 02 6954 4060
Emergency contact (after hours): 0427 684 166

Darlington Point

21 Carrington Street, Darlington Point NSW 2706
(PO Box 5, Darlington Point NSW 2706)

Hours of Operation: 8.30am-5.00pm Monday to Friday

Email: mail@murrumbidgee.nsw.gov.au
Telephone: 02 6960 5500
Emergency contact (after hours): 0427 684 166

Vision, Purpose and Values

Vision

A community built by an innovative mindset, delivering appropriate and reliable services.

Purpose

To deliver quality services, creating a friendly, welcoming and engaged community.

Corporate Values

- Murrumbidgee Council values creativity, teamwork and innovation;
- Council aims to reliably deliver quality services and well-maintained facilities;
- Strong, positive and trusted leadership guided by and respecting traditional principles and forward thinking will nurture who we are and recognise where we live and what we have built;
- Our communities' welcoming and energetic approach is what makes where we live an appealing place for all.

Staff Values

To support the adopted Corporate Values, Murrumbidgee Council staff adhere to the values of Trust, Honesty, Teamwork and Respect.

Service Standards

Service standards exist to help ensure we meet the expectations of our customers and deliver quality customer service at all times.

General

We will:

- Respect our customers;
- Be prompt, friendly, courteous, effective and will, at all times, remain professional;
- Be realistic about what we can do and in what timeframes;
- Provide you with accurate and consistent information;
- Show respect for your privacy in your dealings with us and the confidentiality of information discussed.

For requests and enquiries received face to face or over the phone, we will:

- Log each request into the customer request register;
- Allocate an officer to take responsibility for the request;
- Respond to urgent or emergency situations within 2 hours;
- Respond to all other requests by phone within 10 days, providing expected timeframes and reasons if a request cannot be completed.

For requests and enquiries received in writing, by email or the internet, we will:

- Register each request in Council's records register;
- Acknowledge your request by email (if available) or post;
- Refer an officer to take responsibility for the request;
- Respond to urgent or emergency situations within 2 hours;
- Respond to all other requests by email within 10 days, providing expected timeframes and reasons if a request cannot be completed.

Face to Face

Our frontline customer service employees will wear a name badge for ease of communication.

We will:

- Listen to you and discuss your requirements fully;
- Endeavour to satisfy your request at the time of your visit. When enquiries of a technical or specialised nature are made, the appropriate officer will be called to assist if available, or contact will be made within 24 hours to arrange an appointment or to discuss the matter over the phone.

On the Telephone

We will:

- Endeavour to answer your call in person and within 5 rings;
- Introduce ourselves, using our first name and provide a contact number for further communications, where necessary;
- Forward your call to someone who can assist, if the person you are seeking to contact is unavailable;
- Advise of any delays and offer suitable options or offer to return your call;
- Where messages are left on voicemail, they will be returned within 24 hours from the time received;
- Provide a 24 hour telephone service for urgent after hours calls;
- If a call is transferred internally, introduce your call to the recipient, so as to reduce the need for you to explain the purpose of your call a second time.

Writing or Email

We will:

- Write to you in a clear and concise language that is easily understood;
- Send out standard information to you, if we believe that will satisfy your enquiry, within 24 hours of receiving the request;
- Respond to your letter or email of general correspondence relating to Council business, within 10 working days;

- We will acknowledge your correspondence, if your enquiry requires in-depth research or follow up that will take longer than 10 working days. Where possible we will provide an expected completion date and details of the employee responsible for the response.

Website or Social Media

We will:

- Maintain our website with relevant and up to date information that is easily understood and accessible;
- Post up to date information on our social media platforms in order to keep customers informed and engaged;
- Respond to enquiries and posts on our social media platforms in a timely and professional manner;
- Keep up to date with online services and community engagement tools and trends;
- Refer customers who have lodged a customer request on social media through to the appropriate channels, as these will not be managed on social media.

Measuring Our Performance

We will measure and improve the quality of our service by:

- Welcoming your feedback;
- Conducting an annual "Customer Satisfaction Survey"
- Implementing quality training and coaching activities for our staff;
- Using key performance indicators of our customer service in corporate and business planning;
- Using effective internal systems and corporate reporting to measure our performance;
- Recognising our staff for customer service delivery excellence.

Helping Us to Help You

You can help us to meet our commitment to you by:

- Being courteous, polite and respectful of our employees;
- Respecting the rights of, and providing courtesy towards, other customers;
- Being open and honest with us, by providing accurate and complete details when contacting us;
- Letting us know when your situation changes, for example change to your address or personal details;
- Contacting us to make an appointment if you have a complex or technical enquiry, or need to meet with a specific employee;

- Contacting the employee referred to on any correspondence sent to you, and quoting the reference number, if applicable;
- Using email or phone for customer requests, complaints and compliments;
- Working with us to help solve problems;
- Telling us where we fall short on our service in any aspect, so that we may improve our service to you;
- Helping us recognise our employee by telling us when you have received excellent customer service.

Service Level Commitments

We are committed to achieving the response times (in working days) set out below:

Environmental Compliance

Emergency Situations	Immediately
Roadway hazards	Same Day
Dangerous dogs	Same Day
Noise/nuisance complaint	Investigation within 48 hours
Stray dog—secured	48 hours (except weekends)
Stray dog—nuisance	48 hours (except weekends)
Illegal rubbish dumping	3 days
Removal of graffiti	5 days
Removal of offensive graffiti in public/high profile areas	48 hours (except weekends)
Protection of public water supply	48 hours
Food premise inspection	48 hours
General environmental complaints or issues	10 working days

Building Surveying Approval

Complying development certificates	10 days
Construction Certificates—Major*	15 Days
New homes	10 days
Development applications—Major	30 Days
Development applications—Minor residential	15 Days
Building Certificates*	10 Days

*The timeframe for a Building Certificate applies from when access is provided to the property. The Certificate can only be issued if no outstanding works are required.

Town Planning Approval

Planning certificates	5 days
Pre-lodgement appointments (from initial request)	5 days
Development applications (from lodgement date)	10 days
Requests for additional information	10 days
Referrals to external authorities	10 days
Public notice (advertising)	14 or 30 days
Determination (without objection)	40 days

Review

If you are not satisfied with how we handle your enquiry or request, we encourage you to refer to our Complaints Management Policy. The Policy will provide a number of options for you to make a complaint and also set out how that complaint will be dealt with.

THIS DEED OF LEASE made this 1st day of July, two thousand and eighteen in pursuance of the Conveyancing Act, 1919.

Between: **MURRUMBIDGEE COUNCIL** of 21 Carrington Street,
Darlington Point in the State of New South Wales, (“the
Lessor”) of the One Part

And: **DARLINGTON POINT MEN’S SHED INCORPORATED** of 7
Boyd Street, Darlington Point in the State of New South
Wales. (“the Lessee”) of the Other Part

RECITALS:

- A. The Lessee has requested the Lessor for a lease of a parcel of land being part of Lot 10 DP1185597 and being the premises (“the premises”) described in the First Schedule of this Deed.
- B. The Lessee desires to use that parcel of land as a Men’s Shed providing for the well-being and health of their male members.
- C. The terms, conditions and covenants applicable to this Lease are set out in the Second Schedule hereto and the Lessee agrees to be bound by them.

NOW THIS DEED WITNESSETH that in consideration of the premises and of the rent hereinafter reserved the Lessor hereby grants to the Lessee a Lease of the premises for a term of five (5) years commencing on the 1 July, 2018 and ending on the 30 June, 2023, **YIELDING AND PAYING THEREFORE** the rent reserved, being the rent determined by the Lessor from time to time and notified to the Lessee, but presently being the rent of one dollar (\$1) per annum, the first

payment of which is payable on the execution of this Deed and thereafter such rental determined by the Lessor in accordance with the Lessor's Revenue Policy and payable on or before the first day of January in each year of the Term, but subject to and on the terms and conditions, appearing and set out in the Second Schedule.

IN WITNESS whereof the parties hereto have hereunto set their hands and seals on the day and year first hereinbefore mentioned.

THE COMMON SEAL of **MURRUMBIDGEE**)

COUNCIL was hereunto affixed in the) Mayor
presence of:)

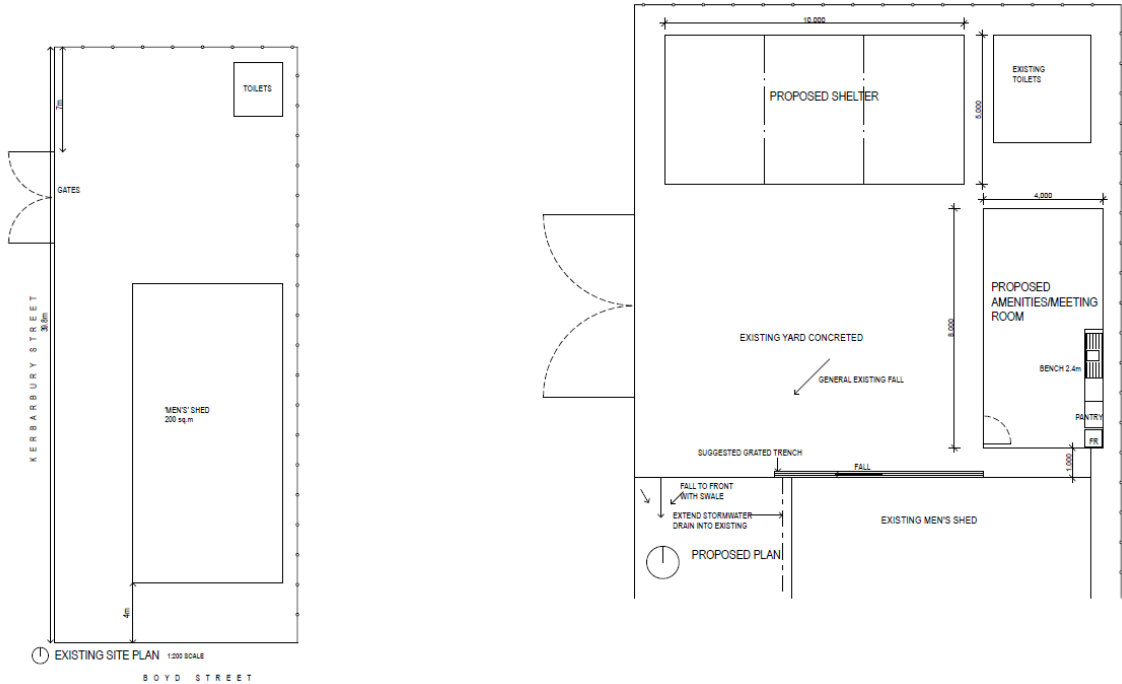
General Manager

SIGNED by the said _____)
(print name) (Capacity)

in the presence of: _____)
(print name) (Witness)

FIRST SCHEDULE

All that piece or parcel of land being part Lot 10 DP 1185597 Parish of Waddi,
County of Boyd, as shown hereunder.



SECOND SCHEDULE

The parties acknowledge hereto as follows:

- A. The Lessor is the owner of land ("the land") being part Lot 10 DP1185597 Parish of Waddi, County of Boyd, which includes the parcel of land which is the subject of this lease.
- B. The Lessee has requested the Lessor for a lease of a parcel of land, being part Lot 10 DP1185597 Parish of Waddi, County of Boyd and being the premises ("the premises") described in the first Schedule to this Deed.
- C. The Lessee desires to use the premises to conduct a men's shed providing for the well-being and health of their male members.

The Lessee covenants with the Lessor as follows: -

- 1. To pay to the Lessor the annual rent payable under the Lease on the execution of this Deed and within seven days of the anniversary thereof whilst ever the lease remains in force.
- 2. To pay all rates and charges levied on or otherwise payable in respect of the premises, including: -
 - (i) waste removal;
 - (ii) charges levied by any utility for the supply or provision of services relating to gas, electricity and telecommunications;
- 3. To meet all standing and/or on-going costs associated with the operation of the men's shed conducted on the premises.
- 4. To use the premises only as a men's shed.
- 5. To obtain and to comply with all necessary standards, licences, permits and authorities required for the operation of the men's shed and to supply copies of such documents to the Lessor within fourteen (14) days of the time of their granting and/or renewal.
- 6. To indemnify and keep indemnified the Lessor and all officers, agents and servants of the Lessor from and against all actions, proceedings, suits, claims and demands whatsoever which may be brought commenced or prosecuted against them or any of them in respect of any damage done or sustained by the Lessee or any other person whatsoever whether in respect of personal injury or death or property damage, that may arise out of the use of the premises or any part thereof or by reason of the observance or non-observance as the case may be by the Lessee of any of the Lessee's covenants in these presents contained, and without prejudice to the foregoing, arising out of: -

- (i) the erection, alteration or repair of any building, fixture, erection or other work erected or carried out on the premises by the Lessee or the Lessee's employees, agents or contractors;
- (ii) the exercise of any privilege or right conferred on or granted to the Lessee under or by this Lease;
- (iii) the giving of any consent or approval mentioned in this lease;
- (iv) any injury caused to or the death of the Lessee or damage done to the Lessee's property by any persons using the land.

and from and against all costs, charges and expenses which they or any of them incur in defending or settling any of those action, proceeding, suit, claim or demand.

- 7. At all times to hold valid and effective policies of insurance in respect of the perils of: -
 - (i) fire
 - (ii) explosion
 - (iii) storm and tempest and flood
 - (iv) electrical faultin an amount sufficient to satisfactorily repair or replace the damage suffered.
- 8. At all times to hold valid and effective policies of insurance in respect of the peril of public risk liability arising in respect of the premises or out of the use of the premises for an amount of not less than ten million dollars (\$10,000,000) or such greater amount as may be required from time to time by the Lessor.
- 9. To produce to the Lessor at reasonable times as required by the Lessor, the relevant policies of insurance referred to in clauses 6 and 7 above and evidence of payment of premiums, and shall ensure that those policies at all times are current and in good standing.
- 10. To maintain and meet the cost of maintaining in a reasonable and satisfactory condition any building, fixture or other work erected on the premises.
- 11. To erect and maintain in a satisfactory condition suitable fencing on the perimeter of the land, such fencing to comply with all specifications, standards and regulations in force.
- 12. Not to erect or remove buildings, fixtures, other works or trees on the premises without the prior approval of the lessor.
- 13. To maintain the premises in a clean and tidy condition.

14. To take all proper measures to prevent the premises becoming a harbour for rats or mice or other vermin and to suppress all rats and mice and other vermin found on the premises.
15. To take all reasonable measures to suppress noxious plants, animals and insects on the premises.
16. Not to allow any noxious or offensive thing or substance to escape from the premises onto other lands or into the atmosphere.
17. In the use of the premises and the land, to obey and comply with the laws relating to the use of fire, the storage and use of inflammable goods, and the storage and use of chemicals, gases, liquids and all dangerous substances.
18. To comply with the requirements of the Department of Public Health and other public authorities in respect of the premises, and to notify, immediately upon receipt, the Lessor of all notices received from any such authorities in respect of the premises.
19. To give the Lessor (or anyone authorised in writing by the Lessor) access to the demised premises at any reasonable time for the purpose of inspecting the condition of the property, or how it is being used, or doing anything that the Lessor can or must do under this Lease or must do by law.

D. The Parties hereto agree: -

- (i) That no consent of the Lessor to, and no waiver, express or implied by the Lessor of a breach of any covenant, provision, condition or duty by the Lessee shall be construed as a consent to or waiver or any other breach of that or any other covenant, provision or condition provided for in, or duty imposed by this Lease.
- (ii) Any notice to be given to the Lessee may be given in a manner provided for in Section 170 of the Conveyancing Act 1919 or may be left on the premises with any person apparently in charge of or working on the premises, or may be sent by pre-paid post in an envelope addressed to the Lessee at the last address of the Lessee known to the Lessor.
- (iii) Unless the context otherwise requires: -
 - a) The singular number shall include the plural and vice versa.
 - b) One gender shall include each of the others.
 - c) "Lessor" shall include the successors of the Lessor.
 - d) "Lessee" shall include the Lessee, his assigns and personal representative.

- e) "Council" shall include the successors of Murrumbidgee Council.
- (iv) The Lessee will not sublet or assign or otherwise deal with the demised premises without the consent of the Lessor.
 - (v) The term of the Lease shall be five (5) years unless either party gives the other written notice at least one month before the end of the term that vacant possession shall be given on that day, the Lease shall continue as a periodic Lease from month to month at that same rent or at a rent to which both parties agree.
 - (vi) The Lessee may remove its fixtures on the termination of the Lease but the Lessee shall in such removal do no damage to the demised premises, or shall forthwith make good any damage which the Lessee may occasion thereto. If the Lessee fails to do so the Lessor may do so at the Lessee's expense.
 - (vii) The Lessor can enter and take possession of the demised premises or demand possession of the demised premises if: -
 - (a) the Lessee has repudiated this Lease; or
 - (b) rent or any other money due under this Lease is fourteen days overdue for payment ;or
 - (c) the Lessee has failed to comply with a Lessor's notice under Section 129 of the Conveyancing Act 1919; or
 - (d) the Lessee has not complied with any term of this Lease where a Lessor's notice is not required under Section 129 of the conveyancing Act 1919 and the Lessor has given at least fourteen days notice of the Lessor's intention to end this Lease.
 - (viii) The Lessor shall have the right to re-enter the premises without giving notice if it has reasonable grounds to believe that they have been abandoned

In addition to anything else in this lease contained, the Lessee covenants with the Murrumbidgee Council that the Lessee will indemnify the Council in respect of any claim that may arise out of the Lessee's use and/or occupation of the premises.



**Murrumbidgee
COUNCIL**

Darlington Point Office
21 Carrington Street
PO Box 5
DARLINGTON POINT NSW 2706

Telephone: 02 6960 5500

Coleambally Office
39 Brolga Place
COLEAMBALLY NSW 2707

Telephone: 02 6954 4060

Jerilderie Office
35 Jerilderie Street
PO Box 96
JERILDERIE NSW 2716

Telephone 03 5886 1200

DA 52-17/18

17 May 2018

Mr Gary Baffsky
PO Box 67
JERILDERIE NSW 2716

Dear Mr Baffsky

**ADDITIONAL INFORMATION REQUIRED – PROPOSED FENCE, BOWSERS
AND SHIPPING CONTAINERS AT 64 JERILDERIE STREET, JERILDERIE –
DA 52-17/18**

I am writing to formalise advice that was provided to you in an email on 9 May 2018. The email elaborated on information that is needed by Council to enable further consideration of the abovementioned Development Application.

To very briefly summarise, the proposed works have the potential to impact on the aesthetics of the main street and the heritage conservation area. For this reason, the information you provide needs to be very clear about exactly what is proposed and how it will look. Please use this overarching knowledge as your guide when submitting further details.

Below I have listed the information needed:

1. Chain Mesh Fence:

- a. Provide a scaled and dimensioned site plan showing the location of the fence, fence posts, gates and direction of swing of gates (I suggest inward). The information must show the fence and these other features in relation to the property boundaries and the buildings on site;
- b. Provide an elevation drawn to scale, and dimensioned clearly and accurately, showing the post, rail and wire locations, wire type, especially if you intend to use barbed wire, spacing of posts etc. If you

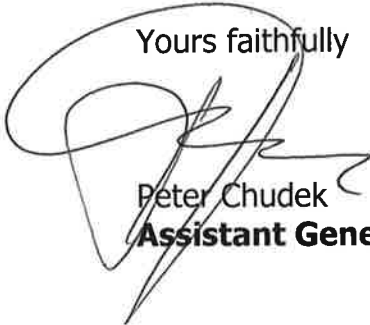
- intend to use barbed wire you must make a case for this since Council does not consider it appropriate or desirable, either aesthetically or from a public safety perspective;
- c. Photograph/s, where available, of the existing fence, since you have indicated you intend to match the old fence;
 - d. Historical photographs, where available, that clearly show the fence in place in the early days of the building.
2. Shipping Containers: these are notoriously unsightly, so significant detail and proper consideration of aesthetic and heritage treatment is essential:
- a. Show these clearly and accurately on a scaled and dimensioned site plan and elevation view (north elevation as viewed from the street). The plan and elevation must include the other buildings on site to enable a full appreciation of scale and position to be gained;
 - b. Indicate any treatment to the shipping containers that may ameliorate the visual impact of these. This includes, but may not be limited to, paint colours, screening or cladding treatments, shape and height of the street elevation, contrasting treatments and so on.
3. Proposed Bowsers:
- a. Show these clearly and accurately on a scaled and dimensioned site plan and elevation view (north elevation as viewed from the street). The plan and elevation must include the other buildings on site to enable a full appreciation of scale and position to be gained;
 - b. Historical photographs, where available, that clearly show the bowsers in place in the early days of the building;
 - c. Photographs of the bowsers you intend to install.
4. Floor Plans:
- a. Provide scaled and dimensioned floor plans of the shipping containers in relation to the buildings on site and showing all doors, windows and nominated exits.
 - b. Provide a separate scaled and dimensioned fire services plan which clearly shows the location of all fire services. The plan must include the following:
 - i. Emergency lighting
 - ii. Exit signs
 - iii. Fire hose reels
 - iv. Fire hydrants
 - v. Portable fire extinguishers
 - vi. Fire rated wall locations, including the fire resistance level (FRL)
5. Fire Rated Wall/s:
- a. Provide details of how you intend to achieve the appropriate FRL where walls are less than 3 metres from adjoining boundaries. This includes manufacturer's details of any proprietary systems to be used.

6. Colours & Aesthetics: I recommend you provide colour swatches, pictures, photographs and any other means available to clearly show what you propose.

If the information submitted is not considered sufficient for Council to make a decision, or if the information is not received in a timely fashion, the application may be refused.

If you have any queries regarding this matter, please contact Neil Smith, Council's Relief Development & Environmental Health Officer.

Yours faithfully

A handwritten signature in black ink, appearing to be 'Peter Chudek', written over a circular stamp or seal.

Peter Chudek

Assistant General Manager, Infrastructure & Environment



**Murrumbidgee
COUNCIL**

Darlington Point Office
21 Carrington Street
PO Box 5
DARLINGTON POINT NSW 2706

Telephone: 02 6960 5500

Coleambally Office
39 Brolga Place
COLEAMBALLY NSW 2707

Telephone: 02 6954 4060

Jerilderie Office
35 Jerilderie Street
PO Box 96
JERILDERIE NSW 2716

Telephone: 03 5886 1200

DA 52-17/18

27 July 2018

Mr. Gary Baffsky,
PO Box 67
JERILDERIE NSW 2716

Dear Mr Baffsky

SUBJECT: Proposed Fence, Bowsters and Shipping Containers at 64 Jerilderie Street, Jerilderie – DA52-17/18

I am writing in response to your correspondence in relation to the above application which was received on 19/7/18. Thank you for the additional information. In particular, the positive comments by Heritage Advisor Noel Thomson are noted. There are a few matters yet to resolve. I have outlined these below:

Shipping Containers:

1. It should be made clear that the Heritage Advisor comments recommend that the container fronting the street be set back 200mm from the new shed face **and** that the containers be painted a colour to match the new shed. Your letter is somewhat ambiguous on the matter. Please make adjustments to the site plan and any related documentation to reflect the Heritage Advisor recommendations including being specific about the colour to be used.
2. Please show clearly where the shipping containers will gain access to the adjoining building/s. Presently there would appear to be insufficient room between the wall of the adjoining hotel and the shipping containers and no door is shown into the new shed.
3. Please indicate the distance the shipping containers will be from the adjoining side boundary.
4. Regarding Fire Resistance Levels (FRLs):
 - a. The use (classification) of the shipping containers as part of a commercial enterprise (NOT a private garage or outbuilding) and closely adjoining the hotel boundary dictates the provision of fire separation.
 - b. The National Construction Code, Table 5, Specification C1.1 indicates an FRL of 90/90/90 is required for a class 7b or 8 building.

- c. You have the right to engage a private certifier if you wish however it is unlikely that the answer will be any different.
 - d. Please provide details of how you intend to achieve the required FRL. Information should include manufacturers details of any proprietary systems.
5. Other fire services such as complying exit door hardware and potentially emergency lighting (depending on the floor area) may be required to service the shipping containers also.
6. A Construction Certificate will be required for the installation of the shipping containers. The associated application documentation will need to include proposed footings, tie down etc. I would recommend also that you match the floor levels to ensure accessibility from the adjoining building.

Bowzers:

7. You indicated that you have the bowzers already and that photographs are attached however these appear to have been omitted. Please provide photographs of the bowzers.

Chain Mesh fence:

8. Whilst it is recognised that the correspondence sets out the fence height, design and finish it is considered highly desirable that this be reflected in a clear elevation diagram that Council can stamp as an approved document rather than ferret through reams of correspondence for this. Given the previous "hiccups" an elevation would be instructive for both Council and the developer. This was requested in Council's letter dated 17/5/18.

It is noted that your correspondence also deals with matters related to another development application, i.e. DA15-13/14.

Separate correspondence will be issued regarding this matter.

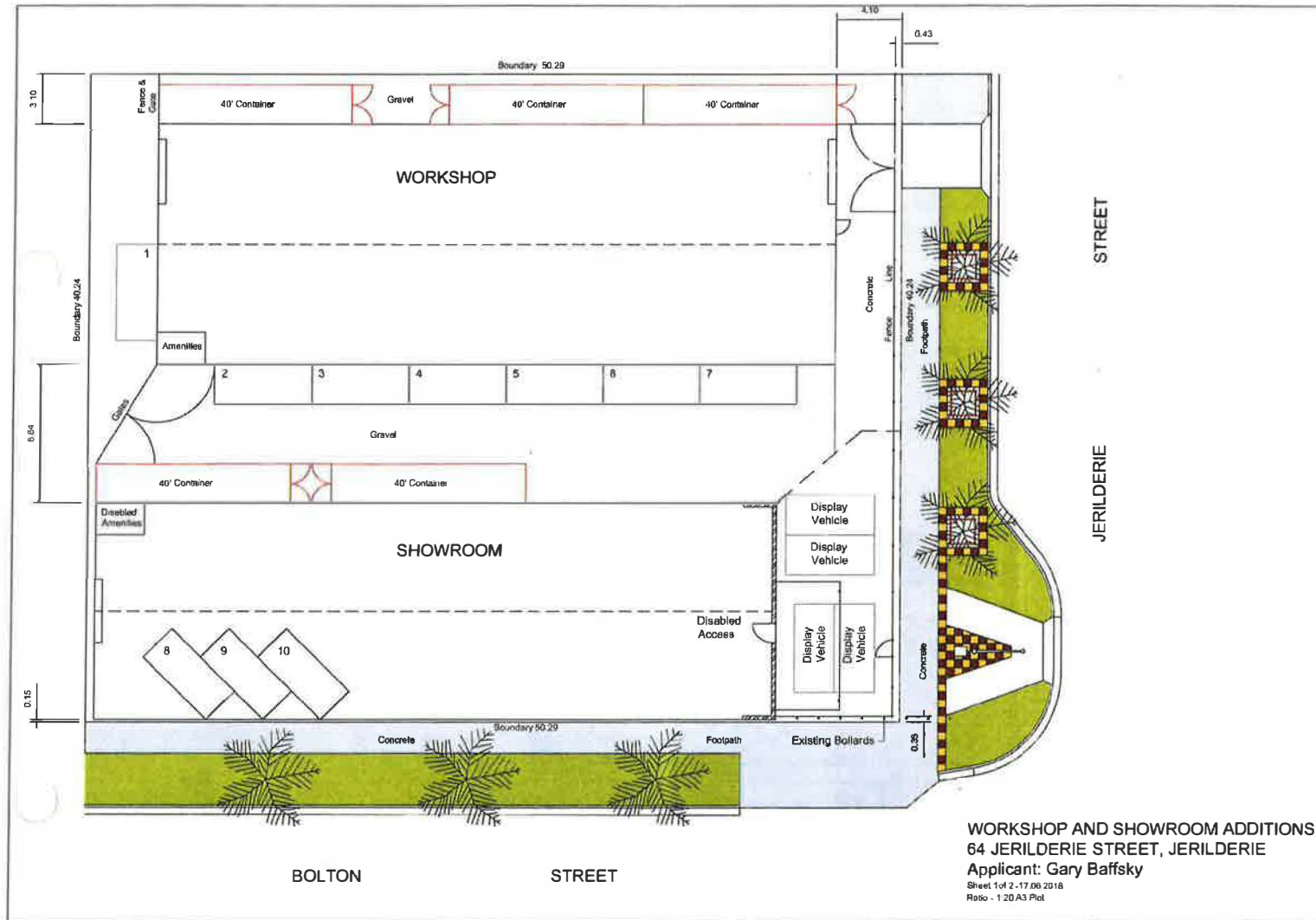
Again, thank you for your response. It seems we are moving closer to a result. I look forward to hearing from you.

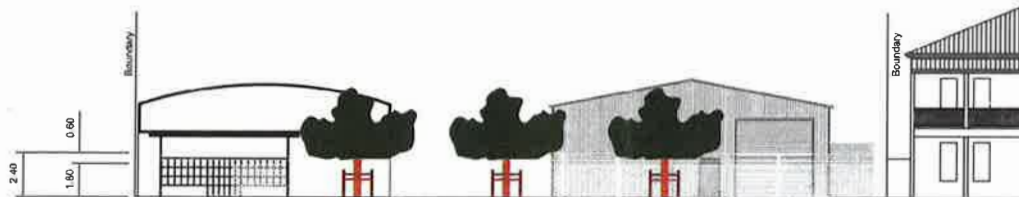
Yours sincerely



Peter Chudek

Assistant General Manager Infrastructure & Environment

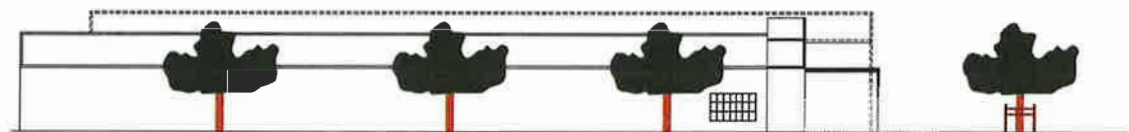




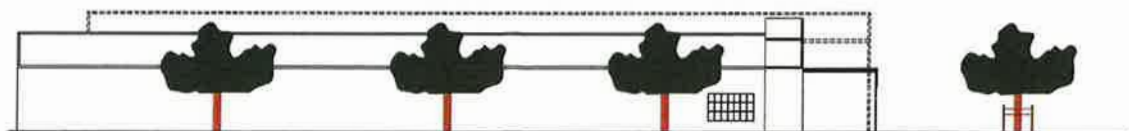
JERILDERIE STREET ELEVATION SHOWING PROPOSED FENCE



JERILDERIE STREET ELEVATION SHOWING EXISTING FENCE



BOLTON STREET ELEVATION SHOWING PROPOSED FENCE



BOLTON STREET ELEVATION SHOWING EXISTING FENCE

WORKSHOP AND SHOWROOM
ADDITIONS
64 JERILDERIE STREET,
JERILDERIE
Applicant: Gary Baffsky
Sheet 2 of 2 - 17.06.2019
Ratio - 1:20 A3 Plot

GENERAL MANAGER
MURRUMBIDGEE COUNCIL
PO BOX 96
JERILDERIE NSW 2716

COPY

15 AUG REC'D

Craig
DA.

003985

9 August 2018

Dear Mr Moffitt

RE: SECOND REQUEST FOR ADDITIONAL INFORMATION DA AT 64 JERILDERIE STREET, JERILDERIE

I have now received two written requests for additional information in accordance with section 54 of the Environmental Planning and Assessment Regulation 2005.

I believe that the second request is essentially the same as the first and that I have provided adequate information for Council to determine the application.

It is therefore respectfully requested that the Development application be determined by Council at the August 2018 meeting of Council. I would also like to meet with you personally to discuss the application prior to the Council meeting.

Can you please contact me on 0428 695 634 to discuss my application.

Yours Sincerely



GARY BAFFSKY

→ Neil Smith

Neil can you provide
me with a response
to this before I meet (yet to be
set)
with Gary.

Craig

17 July 2018

Murrumbidgee Council
Jerilderie Office
35 Jerilderie Street
JERILDERIE NSW 2716

Att: Mr Neil Smith

**PROPOSED FENCE & SHIPPING CONTAINERS AT
64 JERILDERIE STREET, JERILDERIE
HERITAGE ADVICE FOR DEVELOPMENT APPLICATION**

1. HERITAGE ADVICE FOR DEVELOPMENT APPLICATION

Further to receipt of Development Application (DA 52-17/18) documentation for proposed Replacement Fence & new Shipping Containers at 64 Jerilderie Street, Jerilderie NSW 2716, advice is as follows;

2. INTRODUCTION AND BACKGROUND

01: Proposed Project:

The proposal is for replacement of fence to front boundary of the site and placement of 5 shipping containers on the site at 64 Jerilderie Street, Jerilderie within Jerilderie's Heritage Conservation Area.

02: Reference:

The subject site 64 Jerilderie Street, Jerilderie is located within the Jerilderie Heritage Conservation Area as per the Jerilderie Local Environmental Plan 2012 - Schedule 5 Environmental Heritage, Part 2 – Heritage conservation areas.

03: Address and Property Description:

Primary Address: 64 Jerilderie Street, Jerilderie NSW 2716
Statutory Address: Lot 5 DP758541
Parish: Jerilderie
County: Jerilderie South
Local Government Area: Murrumbidgee

04: Prepared by:

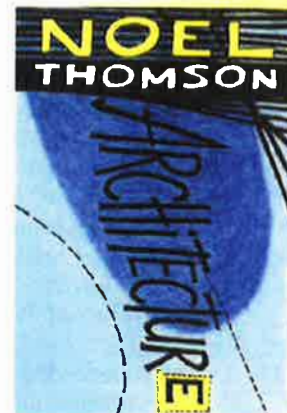
Noel Thomson Architecture Pty Ltd - Architect and Heritage Consultant
20 Churchill Avenue (PO Box 5090) Wagga Wagga NSW 2650
Telephone: (02) 6926 3320 Facsimile: (02) 6926 6011

05: Noel Thomson Experience & Expertise

Noel Thomson is an architect and heritage consultant who has undertaken many heritage reports around the Riverina and Noel Thomson Architecture has been approached to consider the new development 64 Jerilderie Street, Jerilderie.

Experience: Noel is a Member, National Trust of Australia (N.S.W. & Victoria) and was Chairman, Riverina Regional Committee - National Trust, NSW from 2002 until its closure in 2012. Noel is a Heritage Consultant – as per registry on Office of Environment & Heritage - Heritage Division website and Heritage Advisor to Snowy Valleys, Leeton, Narrandera, Murray River, Edward River & Coolamon Councils. Noel also provides advice to Lockhart, Tumbarumba and Junee Council as required on heritage matters.

Particular Expertise: Noel has expertise in architectural design particularly in relation to sympathetic heritage restorations / renovations to heritage listed properties and buildings in Conservation areas. He specialises in providing heritage and architectural advice in response to Council's 'heritage' Development Applications and undertaking heritage management and impact reports on heritage listed properties.



Noel Thomson
Architecture

PO Box 5090
Wagga Wagga
NSW 2650

Phone (02) 6926 3320
Fax (02) 6926 6011

Noel Thomson
Architecture
Pty Ltd

Nominated Architect:
Noel Thomson 5869
ACN 077 973 623
ABN 82 077 973 623

06: Background for this Advice:

This Heritage Advice report for the proposed replacement Fence & new Shipping Containers on a site within Jerilderie's Heritage Conservation Area at 64 Jerilderie Street, Jerilderie has been prepared for Mr Gary Baffsky Pierce following the lodgement of Development Application to Murrumbidgee Council, with background information being provided by both applicant and Council.

Noel Thomson has not visited the site but is familiar with Jerilderie on many trips and has provided previous heritage advice to Council for the previous application for the construction of a shed on the site. NT obtained Drawings, Images, emails / letters, site information regarding the application from Mr Gary Baffsky in the preparation of this advice letter.

Noel Thomson has also received verbal advice and email from staff at Murrumbidgee Council, referenced the Jerilderie Local Environmental Plan 2012, Google Maps, Six Maps, internet research to assist in providing heritage advice for the proposed replacement Fence & new Shipping Containers at 64 Jerilderie St, Jerilderie.

3. STATEMENT OF SIGNIFICANCE

There is no Statement of Significance for the Jerilderie Heritage Conservation Area, however there is a statement for the Heritage Conservation Area in the Heritage Development Objectives (see below) in the Jerilderie Shire Development Control Plan 2012.

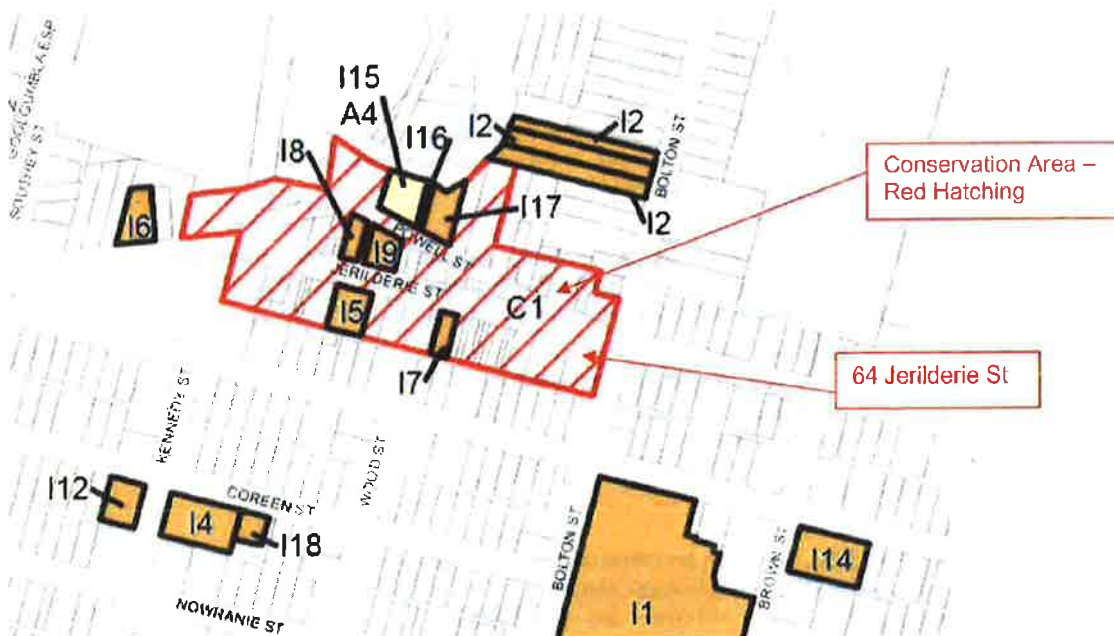


Fig 1: Jerilderie LEP Heritage Map showing Conservation Area

4. LEP & DCP REQUIREMENTS / CONSIDERATIONS

With reference to the Jerilderie Local Environmental Plan – 2012; Clause 5.10 **Heritage Conservation**, the following sub-clauses apply;

(1) Objectives

The objectives of this clause are as follows:

- "(a) to conserve the environmental heritage of Jerilderie, and*
- (b) to conserve the heritage significance of heritage items and heritage conservation areas including associated fabric, settings and views,"*

(2) Requirement for consent

Development consent is required for any of the following:

- "(a) demolishing or moving any of the following or altering the exterior of any of the following (including, in the case of a building, making changes to its detail, fabric, finish or appearance):*
- (iii) a building, work, relic or tree within a heritage conservation area."*

(4) Effect on heritage significance

"The consent authority must, before granting consent under this clause in respect of a heritage item or heritage conservation area, consider the effect of the proposed development on the heritage significance of the item or area concerned. This subclause applies regardless of whether a heritage management document is prepared under subclause (5) or a heritage conservation management plan is submitted under subclause (6)."

(5) Heritage impact assessment

The consent authority may, before granting consent to any development:

- "(a) on land on which a heritage item is situated, or*
- (b) on land that is within a heritage conservation area, or*
- (c) on land that is within the vicinity of land referred to in paragraph (a) or (b),*
require a heritage management document to be prepared that assesses the extent to which the carrying out of the proposed development would affect the heritage significance of the heritage item or heritage conservation area concerned."

With reference to the Jerilderie Development Control Plan – 2012; Clause 2.5 and Chapter 9 **Heritage Development**, the following sub-clauses apply;

2.5 Heritage Development Objectives

"Jerilderie township has many fine buildings. A Heritage Conservation Area covers the historic centre of the township of Jerilderie and there are a number of individual sites of environmental heritage that are currently listed in the Jerilderie Local Environmental Plan 2012.

Clause 5.10 of the LEP relates to heritage conservation specifies, the circumstances under which development consent is and/or is not required, relevant assessment matters, information requirements, notification requirements relating to archeological sites, places of aboriginal heritage significance and demolition of items of state significance and conservation incentives. Schedule 5 of the LEP lists all heritage items in the Jerilderie LGA. The heritage Map in the LEP shows the spatial location and extent of all listed heritage items in the Jerilderie LGA including the conservation area.

Objectives

- To identify heritage buildings and encourage the conservation and enhancement of these items*
- To promote public awareness of the significance of heritage items*
- To provide for public involvement in matters relating to the conservation of Jerilderie's Environmental Heritage.*
- To ensure that alterations, additions and infill developments are sympathetic and respectful of the values of the heritage sites*
- To control the demolition of heritage items or buildings and archaically record these buildings in circumstances of demolition. To comply with the basic principle and procedures of the Burra Charter.*

*The **Burra Charter** defines the basic principles and procedures to be followed in the conservation of Australian heritage places."*

and 9. HERITAGE DEVELOPMENT

"This section of the DCP has been prepared to guide the future development of all items of Environmental Heritage, their surrounds and Land within the Jerilderie Conservation Area. It is supplementary to the existing LEP provisions relating to heritage conservation, and provides objectives and controls for the management and conservation of heritage items and the conservation area. These objectives and controls do not aim to prevent development, rather they ensure that future development occurs in a way that does not detract from recognized heritage values.

It is important that development complies with all relevant parts of this DCP. Applicants should ensure that all parts of the DCP have been checked for relevance, not just the part that refers to the relevant zone or precinct.

A heritage impact statement is to accompany any application for works to or in the vicinity of an item of environmental heritage or within the conservation area.

9.1 Matters for Consideration

In assessing a development proposal, Council will consider the following:

- The heritage significance of the building, work or Aboriginal object to Jerilderie*
- The extent to which the carrying out of the development in accordance with the consent would affect the significance of the building, work or aboriginal object and its setting.*

- Whether any stylistic, horticultural or archaeological features of the building or work or its setting should be retained.
- Whether the building or work constitutes a danger to the users or occupiers of that item or to the public.
- The colour, texture, style, size and type of finish of any materials (or signage) to be used on the exterior of the building compared to other period buildings in the vicinity and the existing fabric of the structure.
- The style, proportion and position of openings for any windows and doors which will result from, or be affected by, the carrying out of the development.
- The pitch and form of any roof or other architectural feature of the structure.
- The appropriate management, establishment or reinstatement of landscape features; and the style, type and height of any fencing.
- Compliance with the principles of the Burra Charter."

5. HISTORICAL BACKGROUND FOR THE SITE

01: Previous use of the site.

The premises were constructed for use as a petrol station / garage in the 1950's which the use continued into the 1970's despite change of ownership, then by the early 1990's it became "Fullers" Supermarket and then Thrifty Link Hardware prior to its closure in c2010. In 2014 NTA provided heritage report for DA 15-13/14 and the proposed construction of new shed on the site.



Photo 1: Building - 64 Jerilderie St

c1950



Photo 2: Building - 64 Jerilderie St

c1970

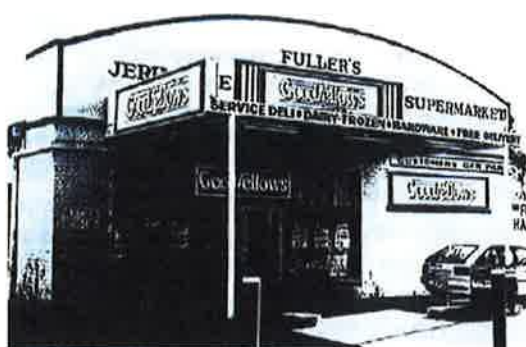


Photo 3: Building - 64 Jerilderie St

1996



Photo 4: Building - 64 Jerilderie St

2008



Photo 5: Building - 64 Jerilderie St 2014



Photo 6: Building - 64 Jerilderie St 2014



Photo 7: Building & Site - 64 Jerilderie St 2014



Photo 8: Building & Site - 64 Jerilderie St 2018

02: Current Use of the Site and Site Conditions

The site is currently used as a showroom/warehouse and workshop for motor vehicles and there is the original 1950's brick building on the corner of Jerilderie & Bolton Sts and the new 2017 completed shed on the western side of the site adjacent to the Jerilderie Hotel.



Fig 2: Panoramic view of surrounds and 64 Jerilderie St, Jerilderie

2018



Photo 9: Building - 64 Jerilderie St 2018



Photo 10: Buildings - 64 Jerilderie St 2018



Photo 11: Shed Building - 64 Jerilderie St 2018



Photo 12: Shed Building - 64 Jerilderie St 2018



Photo 13: Building - 64 Jerilderie St 2018



Photo 14: Buildings - 64 Jerilderie St 2018



Photo 15: Building - 64 Jerilderie St 2018



Photo 16: Building - 64 Jerilderie St 2018

6. PROPOSED WORKS WITHIN THE HERITAGE CONSERVATION AREA

01: Proposed replacement fence & new shipping containers and heritage impact.

The proposed replacement Fence & new Shipping Containers at 64 Jerilderie St, Jerilderie is indicated on the plans & elevations – "Workshop & Showroom Additions" (refer Appendix A) and their heritage impact on the Jerilderie Heritage Conservation Area is covered by the applicant in letter to Council dated 17 June 2018.

The existing fence was a 2.4m chain wire mesh fence with barbed wire on the top and the proposal is to extend the fence along the site boundary and provide replacement fence in a new galvanised chain wire mesh fence to match the existing.

The proposal also indicates the placement of 3 shipping containers to west side of the new shed (between the hotel) and 2 shipping containers to the rear of the original 1950's workshop building.



Fig 3: Google "Streetview" showing existing fence – 2.4m high overall with chain mesh and barbed wire Apr 2017

02: Advice by Noel Thomson for the proposed replacement fence

Noel Thomson has reviewed the proposal for the replacement 2.4m chain wire mesh fence with barbed wire on the top and main recommendation is for the fence to be placed along the boundary so that "display vehicles" can be placed behind the fence and between the buildings.

The use of galvanised chain mesh fencing has an association with this site for over 50 years and replacement with new at 2.4m high is appropriate at this location, rather than 2.1m high steel picket fence. The replacement fence in new galvanised chain wire mesh fence at 2.4m high will have minimal impact on the significance of the Heritage Conservation Area.



Fig 4: Example of premises with chain mesh and barbed wire fence in Leeton Heritage Conservation Area 2018

As demonstrated by Figure 3 above the use of chain mesh fencing is 'almost invisible' when viewed from the road and with reference to Figures 4 & 5, there are examples showing premises with chain mesh and barbed wire fences in Leeton's Heritage Conservation Area.

With reference to Figures 6 & 7, there is an example showing a chain mesh fence with top rail and No barbed wire and example showing a chain mesh fence with strands of barbed wire to the top of the fence.

Therefore in regards to the Development Control Plan, Heritage Development and Matters for Consideration; it is noted that the replacement fence and the "extent to which the carrying out of the development in accordance with the consent would affect the significance of the building, work or aboriginal object and its setting" would be minimal.



Fig 5: Example of premises with chain mesh and barbed wire fence in Leeton Heritage Conservation area 2018



Fig 6 & 7: Examples of chain mesh fence – with & without barbed wire

03: Advice by Noel Thomson for the proposed shipping containers



Fig 8: Example of shipping container

Noel Thomson has reviewed the proposed location of shipping containers on the site and with refer to the plans and applicant letter dated 17 June 2018, it is noted that recommendation is for placement of the front shipping container to be located 200mm back from the building. The proposal to paint the shipping containers to match the colour scheme of the adjacent buildings is appropriate rather than clad with corrugated sheeting. In painting the shipping containers to match in with the buildings means that they will have minimal impact on the significance of the Heritage Conservation Area.

7. CONCLUSION

The concerns that have been highlighted by the Council's Development Control Plan is the "*extent to which the carrying out of the development in accordance with the consent would affect the significance of the building, work or aboriginal object and its setting.*" The proposal for the replacement chain wire mesh fence and the placement of shipping container is detailed in the applicant's Development Application submission and addresses the issues in regards to design and the impact the new development will have on the Jerilderie Heritage Conservation Area as per Schedule 5 Environmental Heritage of Jerilderie LEP 2012.

Noel Thomson has reviewed the Design Drawings (Workshop and Showroom Additions 17.06.2018) submitted with the Development Application and in accordance with the above recommendations in regards to this report; the location, materials and finishes/colours for the chain wire mesh fence and the placement of shipping container are deemed acceptable and recommendation is for approval by Murrumbidgee Council.

8. ATTACHMENTS

Appendix 1 – DA Drawings marked-up by Noel Thomson Architecture

9. REFERENCES

Jerilderie Shire Council - Local Environmental Plan 2012

Jerilderie Shire Council - Development Control Plan 2012

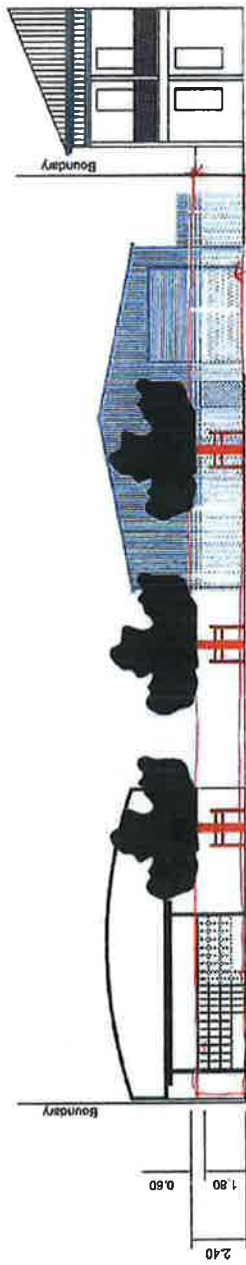
Yours Faithfully



NOEL THOMSON RAIA
Architect & Heritage Consultant
Noel Thomson Architecture Pty Ltd
64 Jerilderie St Jerilderie-heritageadviceletter

APPENDIX 1 – DA Drawings marked-up by Noel Thomson Architecture

WORKSHOP AND SHOWROOM
 ADDITIONS
 64 JERILDERIE STREET,
 JERILDERIE
 Applicant: Gary Baffsky
 Sheet 2 of 2 - 17.06.2018
 Ratio - 1:20 A3 Plot



JERILDERIE STREET ELEVATION SHOWING PROPOSED FENCE



JERILDERIE STREET ELEVATION SHOWING EXISTING FENCE

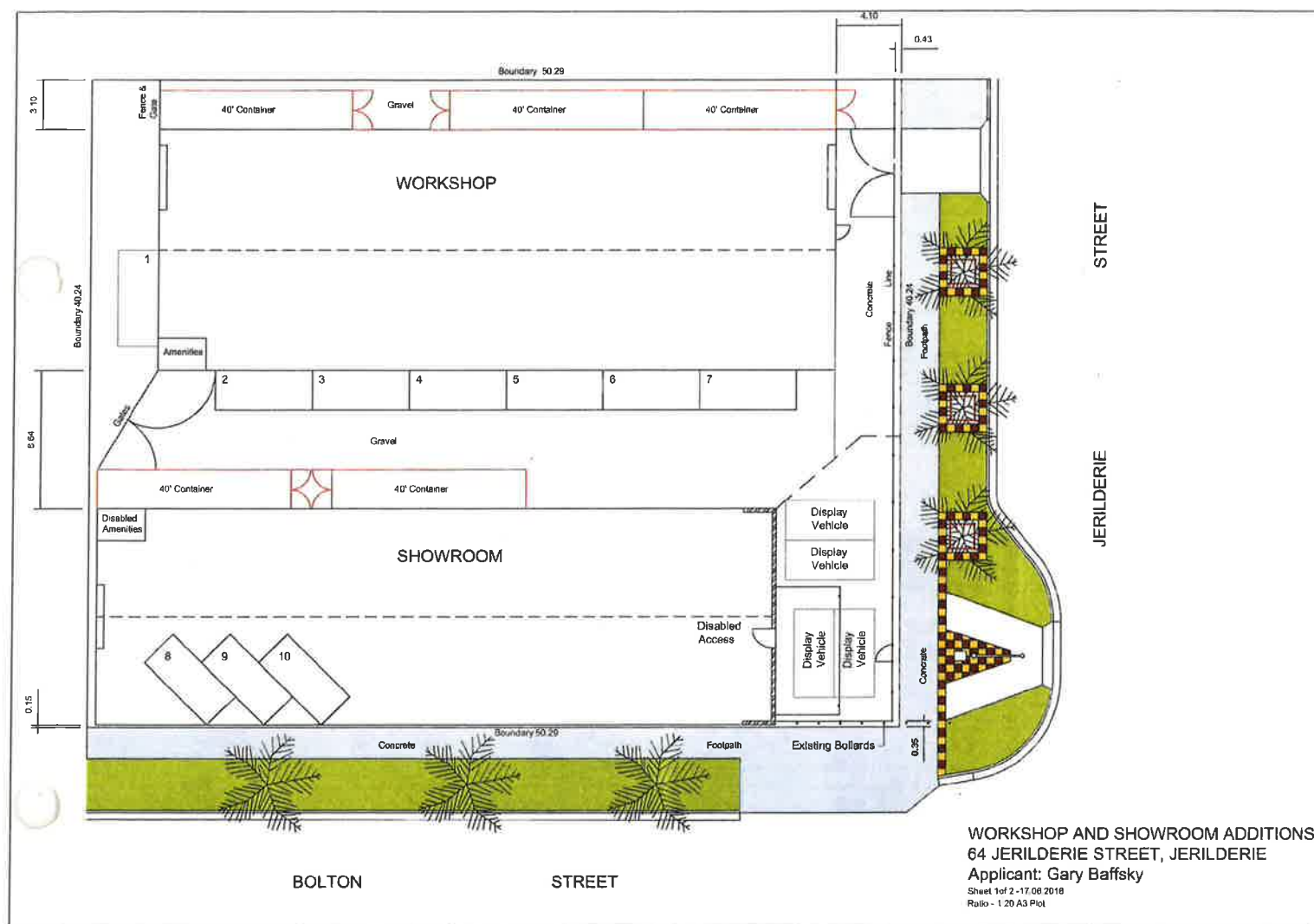


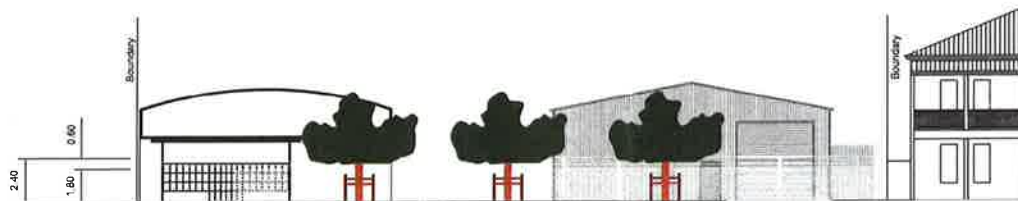
BOLTON STREET ELEVATION SHOWING PROPOSED FENCE



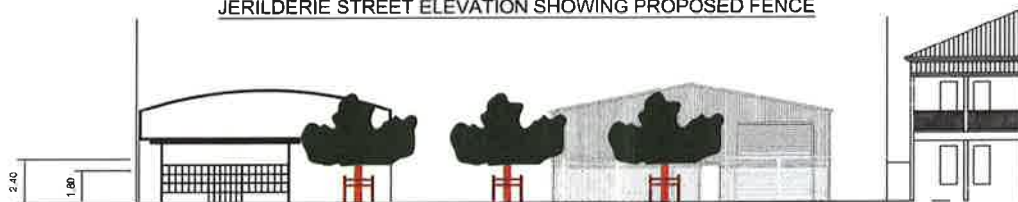
BOLTON STREET ELEVATION SHOWING EXISTING FENCE

NOTE: PROPOSED - HATCHED MESH FENCE JULY 2018





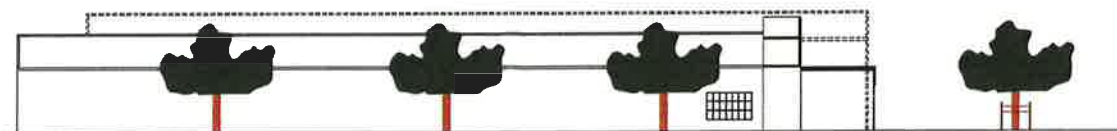
JERILDERIE STREET ELEVATION SHOWING PROPOSED FENCE



JERILDERIE STREET ELEVATION SHOWING EXISTING FENCE



BOLTON STREET ELEVATION SHOWING PROPOSED FENCE



BOLTON STREET ELEVATION SHOWING EXISTING FENCE

WORKSHOP AND SHOWROOM
ADDITIONS
64 JERILDERIE STREET,
JERILDERIE
Applicant: Gary Baffsky
Sheet 2 of 2 - 17.06.2018
Ratio - 1:20 A3 Plot



Site Management Plan

The plan includes staff quarters, with a two- room bed-sitter for a full time on site manager. Additionally, the owner is within 5 minutes from Campbell Street.

4.1,

(1) The units are being placed at least 50 metres from established houses. The developer is committed to constructing a colorbond fence along the northern boundary, further insulating the Porter and Mitchell properties.

The units currently stored on site are almost exactly the same colour as the dense Casuarinas behind them and blend in well.

(2) Setbacks. On the east boundary there are established trees with a minimum of 5 m set back.

On the north there is a minimum of 40m setback. On the south there is 80 m to Campbell St.

On the west there is at least 40 m to Goman's Lot 2 land.

(3) Traffic. There will be increased traffic movement (leaving for work 6-7 in the morning and from experience returning 6-8 in the evening).

(4) Fortunately, the establishment of a thick planting of threes on the boundaries all with drip irrigation and shrubs at entrance makes the site attractive as is. Plans for a small rear garden of small shrubs will be added behind the DA unit windows.

(5) Waste. Building waste goes to Farm pit. There is no asbestos on lot 3.

Food and recyclable waste go to Shire Tip.

Plan is to employ Cleanaway to regularly remove waste bin which has allocated position in concrete bunker at rear of site.

(6) Noise. Clients will be asked to park the vehicles by reversing in the evening, so the reversing buzzer is not a problem in the morning.

The establish accommodation business has been in operation for more than one year and to my knowledge there have been no reported noise complaints. The Porter and Mitchell claim to never hear any noise.

(7) Signage. Not additional signs required as an approved sign already on fence

(8) Safety and Security. The site has high security industrial fencing around the total perimeter.



Quality
Endorsed
Company

ISO 9001:2015 & ISO 14001:2015
Registered Providers

The site has two large gate entrances. The plan is to restrict all traffic via gate two so that security cameras can record car registrations and have to pass by managers flat.

Large sensor lights are currently on entrance and surround established building overlooking car parks. Additional sensor lights will be mounted on the new buildings to add to safety in parking and record any movements.

An expensive 24 channel electronic recording will be monitored in manager's unit and also be viewed on owner phone and iPad.

(9) there are already three new large washing machines, two air dryers and cloths lines. The plan may also offer clients a paid washing service.

All bed linen and towels are washed picked up and delivered by Griffith Laundry Services.

(10) The current communal kitchen, lounge and marquee are sufficient. Additionally, a very large kitchen/ dining facility has been renovated recently in the adjoining factory. The plan presents a third much large option, which if approved will place the communal activities in a sound prove are in and around the coolroom.

There is already lounges, TV, dart boards, pool table and a ping pong table.

Space is available for a gym facility in the future.



Statement of Relative Strength of 5/8 Turnbuckle V Steel Post

Trial had four witnesses ,

Dale McCleary , licensed crane operator and owner, Ian Lafsky , excavating and fencing contractor, Gordon Beaumont ,farmer, interim MSC Councillor, ex WC&IC site construction supervisor and Works Manager (acting as observer), and myself Goman owner.

The 2.1 m x 100mm x 4mm steel pipe driven into ground 1.8 m.

A single new 5/8 turnbuckle was attached to crane sling and load very slowly applied. It broke @ 1.8 tonnes of strain on load meter.

Crane sling was then attached with shackles to the post and did not move when 5 tonnes of vertical strain measured on load meter. This is the limit allowed on crane rules as a sudden release can damage crane.

The proposed six posts welded to massive beams under each unit results in all six contributing to withstanding extreme winds, therefore a minimum of at least 30 tonnes of hold down.

The standard tie down method which has for many years been a chain buried in four concrete filled holes, requiring turnbuckles to take the slack and strain.

Even if all four turnbuckles equally held the strain the total is less than 8 tonnes. The dead weight of the unit adds to both calculations.





New Shower/Toilet Details

On a fresh concrete base of non-slip concrete a two-room facility will be built replacing the current freezer compressor building.

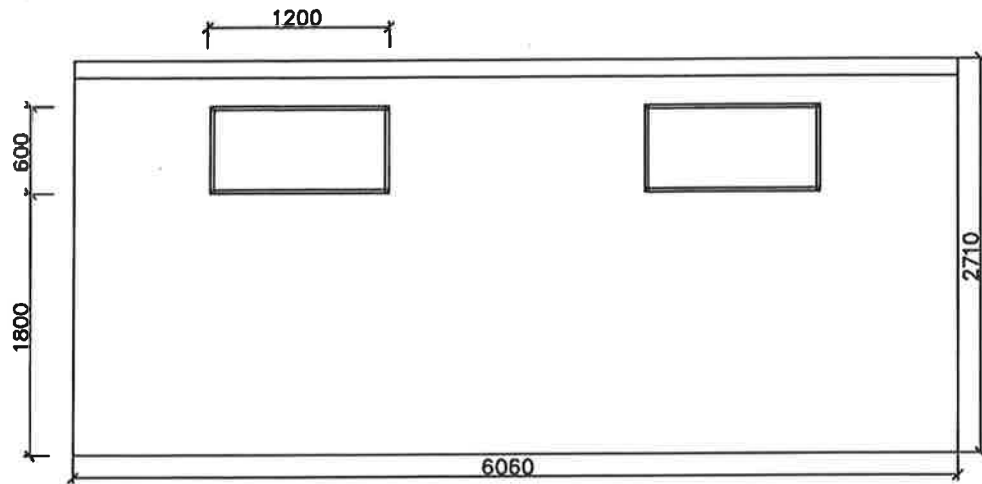
It will be constructed of 4x2 timber, with extra strength in area where hand rails to be mounted, lined with insulation, with external wall of colour bond, internal walls of villa board. Roof will be correlated iron.

Doors to be at least 920 wide openings.

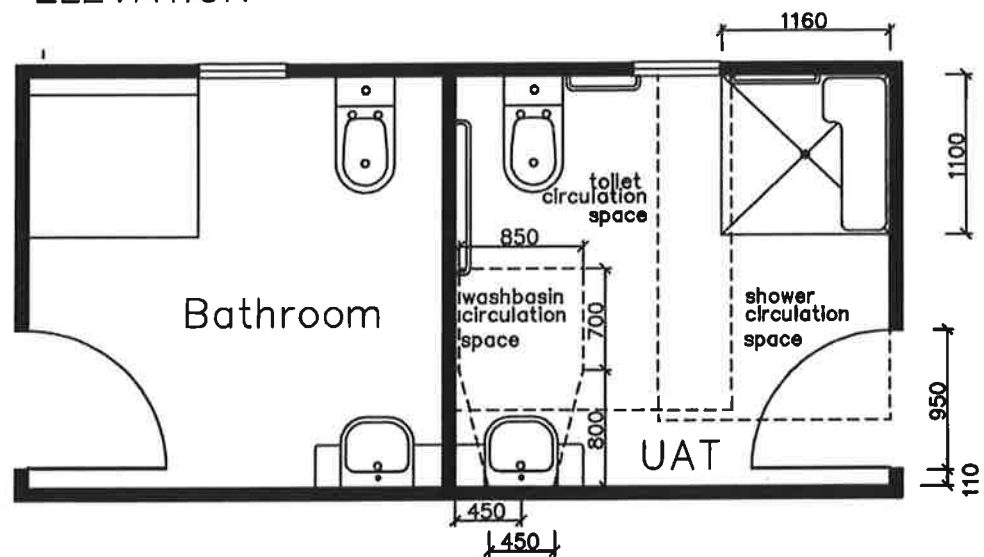
Both toilets will have 900x 300 sliding aluminium opaque windows and internal locking doors, for unisex use. Both will be identical in dimensions but only one at this stage will have addition DA fittings.

All floors including pathways to be at the same level



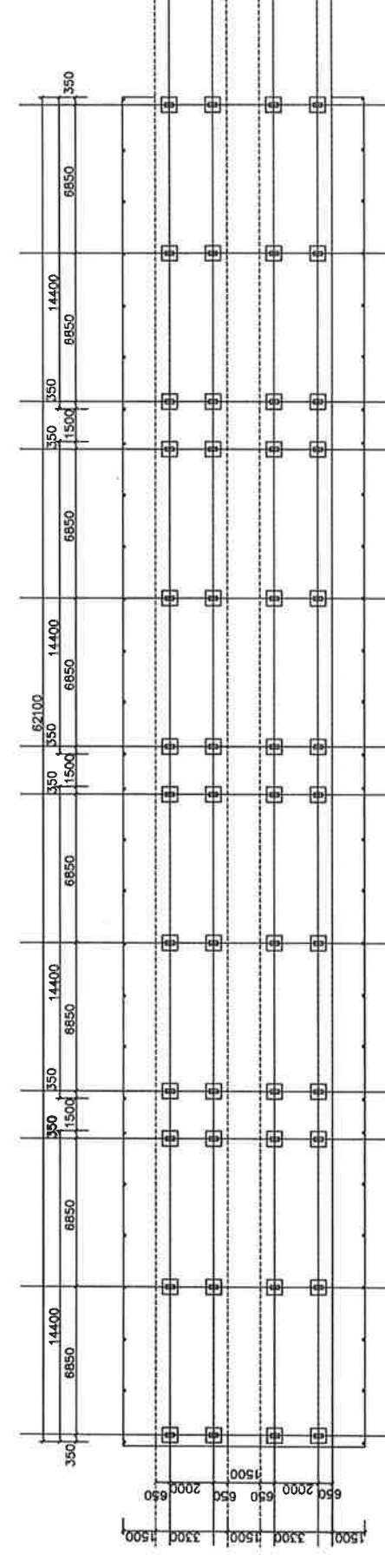
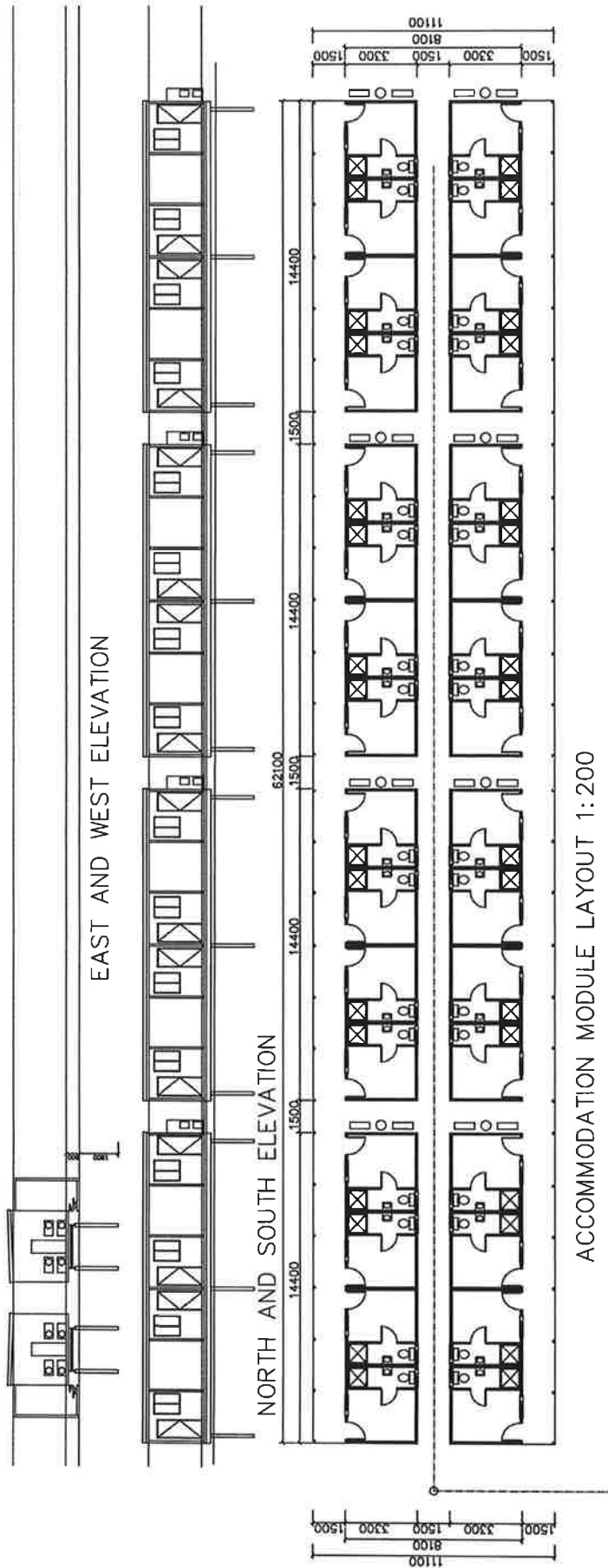


ELEVATION



BATHROOM AND UAT PLAN 1:50

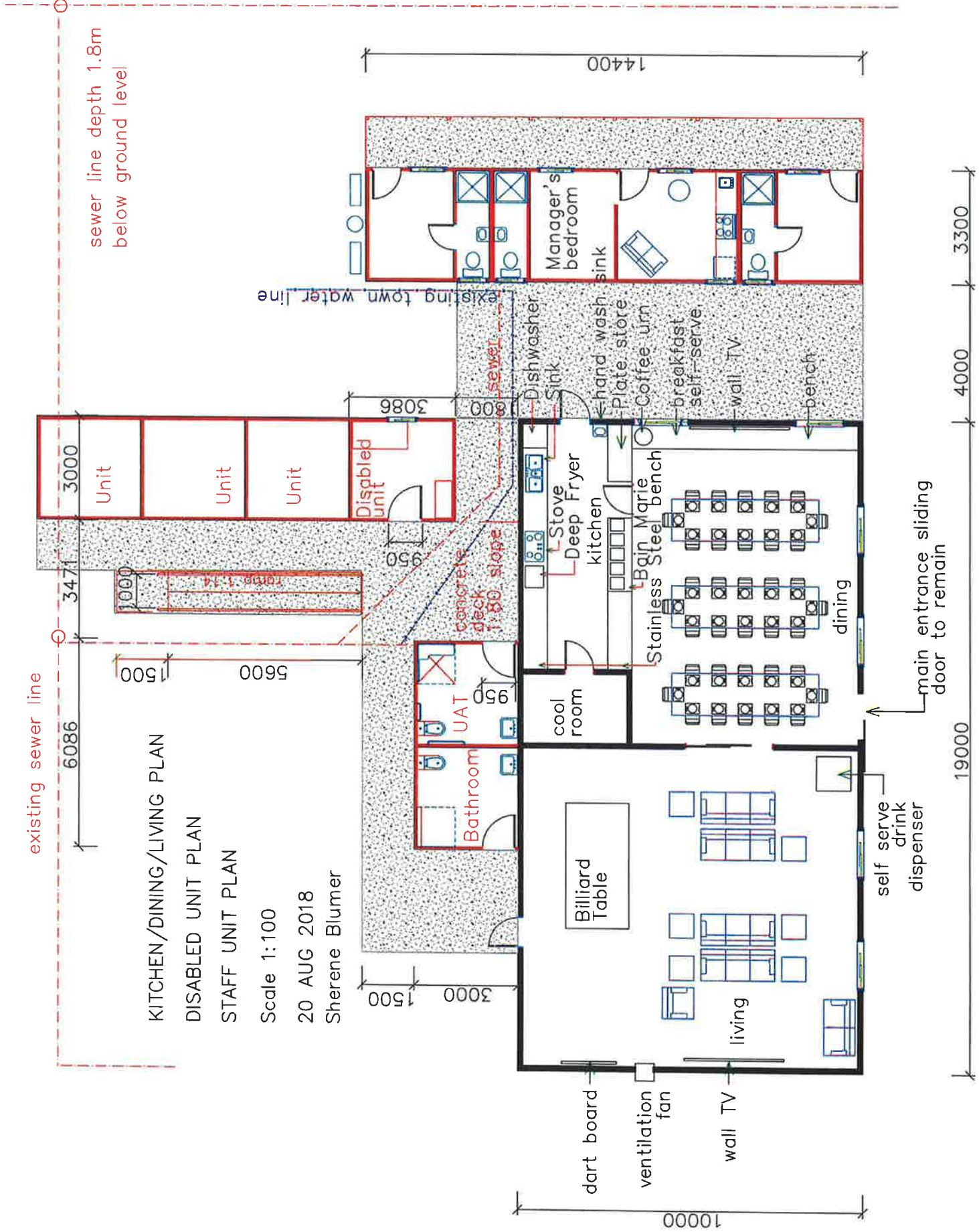
PROJECT	DESIGN & DOCUMENTATION BY SHERENE BLUMER			
NEW MOVABLE TRANSPORTABLE ACCOMMODATION FACILITY	12 WHITTON STREET GRIFFITH NSW 2680			
LOCATION	PH: 02 69644465			
7 CAMPBELL STREET DARLINGTON POINT NSW 2706	MOBILE: 0438 295862			
CLIENT	E-MAIL: sherene@blumer.net.au			
BRUCE GOWRIE-SMITH	SCALE	DATE	DRAWN	NUMBER
DISABLED TOILET LAYOUT & ELEVATION	1:50 A3	20 AUG 2018	SB	02



FOOTING LAYOUT

DESIGN & DOCUMENTATION BY		SHERENE BLUMER	
PROJECT		NEW MOVABLE TRANSPORTABLE ACCOMMODATION FACILITY	
NO.		12 WHITTON STREET GRIFFITH NSW 2680	
AMENDMENT		PH: 02 69644465	
DATE		MOBILE: 0438 295862	
PROJECT		7 CAMPBELL STREET DARLINGTON POINT NSW 2706	
NO.		BRUCE GOWRIE-SMITH	
AMENDMENT		E-MAIL: sheren@blumer.net.au	
DATE		20 AUG 2018	
PROJECT		FOOTING LAYOUT, ELEVATIONS OF ACCOMMODATION UNITS	
NO.		1:200@A3	
AMENDMENT		SB	
DATE		04	

ALL DIMENSIONS AND NOTES ARE TO BE CONFORMED BY BLUMER AND/OR OWNER BEFORE COMMENCING WORKS.
DO NOT SCALE FROM DIMENSIONS. USE PROVIDED DIMENSIONS ONLY.
ALL CONSTRUCTION WORK IS TO BE IN ACCORDANCE WITH THE BUILDING CODE OF AUSTRALIA AND ALL APPLICABLE STANDARDS.
THESE DIMENSIONS ARE TO BE CONFORMED TO IN ACCORDANCE WITH THE NATIONAL LIGHT TOWER FRAME CODE SA 1981.
CONCRETE SLABS AND FOOTINGS ARE TO BE IN ACCORDANCE WITH SA 2071.1.
ANY DIMENSIONS FOUND IN THESE DIMENSIONS MUST BE REPORTED TO SHERENE BLUMER BEFORE WORK COMMENCES.
ALL DIMENSIONS ARE TO BE IN ACCORDANCE WITH THE BUILDING CODE OF AUSTRALIA AND ALL APPLICABLE STANDARDS.
DIMENSIONS AND ALL OTHER INFORMATION REPRESENTED HEREIN ARE MEASUREMENT ONLY AND MUST BE VERIFIED ON SITE BY THE BLUMER AND PROFESSIONAL APPLICABLE BEFORE WORKS BEGIN.
COPYRIGHT SHERENE BLUMER & CO (Pty) LTD (2018) & JUNE 2018



Copy from body of email to applicant 14/8/18

Good Afternoon Bruce,

Thanks for meeting this morning to discuss the above. As I mentioned, I have been carrying out the assessment of your application and there are a number of things that have come to light as part of the assessment process. I have highlighted these below.

As also mentioned this morning, your proposal will need to be reported to Council for their consideration. I have discussed the matter with Susan Appleyard and given the lack of information currently available, Council would have no option other than to refuse it.

I understand your time constraints however, and in the interests of trying to work with you and also knowing that a delay in reporting would cost you a month of lost time, I offer the following. If you provide the information listed below by next Monday 20th August, I will put together a report in advance of and in anticipation of receiving ALL THE INFORMATION. I would also point out that I will be working on this report outside my normal work hours, probably over the weekend. Let me also be clear - I will not present the report to Council if all the information is not provided by the due date.

You do of course have the option of requiring me to put a report to Council based on what we have now, the “deficient” information. If this is your wish, please say so.

Please provide the following information by Monday 20th August:

1. Updated site plan incorporating all the changes and additional information outlined below. I am advised by Darryl McNeilly that you now intend to move the units closer to the side boundary to ensure they are clear of the sewer main. Please ensure that this change is reflected on the site plan.
2. Accessible Unit/s – Provide a minimum 3 accessible sole occupancy units all incorporating, as a minimum, identical features to those within the other sole occupancy units. Information on the accessible units to include floor plans, elevations, construction details sufficient to issue a construction certificate. Not that mirror reverse layout of two must be provided.
3. Sewer Main Location – accurately shown on the site plan and indicating exact proposed distance from new buildings.
4. Footings Details for units including engineer certification for footings and tie down system.
5. Existing Coolroom Walls – Provide critical radiant flux certification for insulated wall panels. See attached document titled “Insulated Panel COP”. The panel must meet the requirements of Specification C1.10a Fire Hazard Properties – Floors, Walls and Ceilings, of the Building Code of Australia.
6. Safety & Security Provisions Plan as per Council’s policy (section 4.8).

7. Site Management Plan as per Council's policy (section 4.1)
8. Advice regarding Site Manager as per Council's policy (section 4.1)

Some Additional Information & Links

I've attached a range of information that hopefully helps you get your head around the accessibility issue. Whilst I realise you are aiming at different market, keep in mind that the accessible accommodation market is untapped and an opportunity waiting for the right entrepreneur –sounds like a Bruce Gowrie Smith moment to me 😊

The Transportable or Moveable Dwellings & Temporary Accommodation Policy attached is from Council's web site. I am not sure if it is the final document however it can be used as a guide. See also the checklist at the end of the document.

<https://www.legislation.gov.au/Details/F2010L00668> - this is a link to the Access to Premises Standards. In particular see the section dealing with Class 3 buildings which clearly states the number of accessible units based on the number of other units on site.

Any new toilets on site, for example those that may service the common and dining rooms will need to also be accessible.

I will not be available now until Monday 20 August. If you have any queries in the interim, please direct them to Susan Appleyard at the Jerilderie office.



Coleambally Cemetery CONCEPT DESIGN

FINAL CONCEPT

7 August 2018

Concept Plan

LEGEND

- Existing trees
- Large new canopy trees
- Native avenue trees
- Irrigated grass
- Dry grass
- Cemetery expansion area





NOTES

- Proposed new toilet
- New access paths and kerb lay-back
- New plinth within existing burial area
- New pinths within new burial areas
- Future ashes wall and seating area
- New driveway access
- Footpath connections
- Selective removal of existing trees to facilitate new burial areas
- Future garden burial area
- New gravel car park and driveway access
- Bollards to restrict vehicle access
- Memorial path and focal point feature



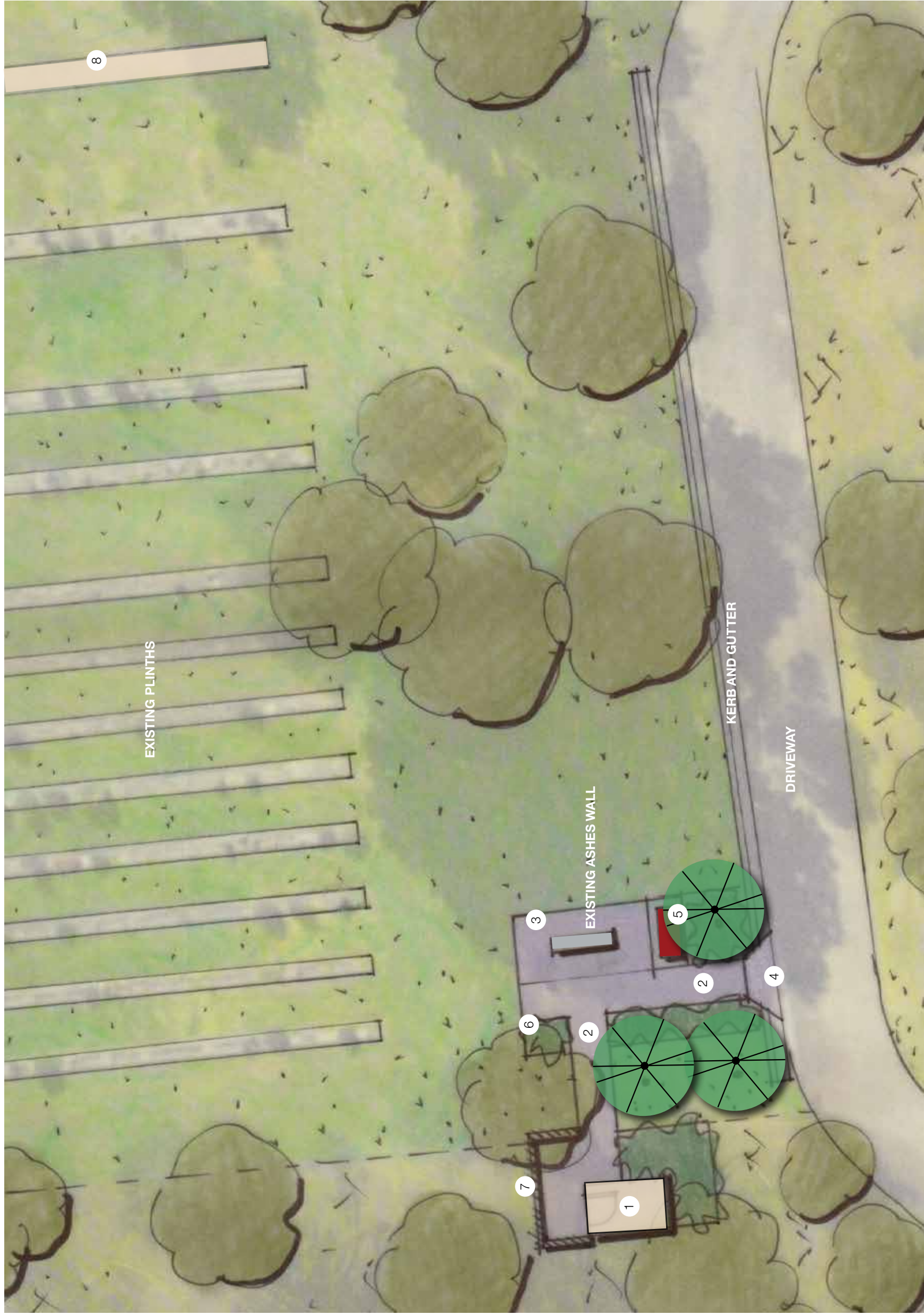
Detail Area

LEGEND

-  Existing trees
-  Large new canopy trees
-  Irrigated grass
-  Dry grass

NOTES

- 1 Proposed new toilet
- 2 Concrete footpath (1.5m wide) to service toilet and ashes wall
- 3 Concrete pavement (1.5m wide) around ashes wall
- 4 New lay-back into existing kerb
- 5 Park bench
- 6 Low robust ornamental plants
- 7 Screen structure
- 8 New plinth



17th July 2018

The General Manager
Murrumbidgee Council
Carrington St
DARLINGTON POINT NSW 2706

Dear Sir

Transportable or Moveable Dwellings and Temporary Accommodation Policy.

I would like to put my objections forward to the above policy.

Firstly I suggest the above policy includes that the location of such buildings as “dongas” be excluded from the “central area of Darlington Point”, and the Dongas / backpack accommodation should not be located nears schools or public areas such as swimming pools, shopping centres or main roads.

I would also like to make many reference to the Murrumbidgee Council Darlington Point Township Structure plan - July 2017 and wish to comment that Councillors have agreed and signed off to this plan and should be reflecting the actions in any policies going forward. Therefore some of the Actions in this plan are in direct contrast or are not included in the Transportable or Moveable Dwellings and Temporary Accommodation Policy.

I refer to Page 19. 3.3.1 “Identity and Appearance”, Issues in the Murrumbidgee Council Darlington Point Township Structure plan - July 2017

Dot point four states that the Ageing visual and physical appearance of the town and the desire to see building improvements to assist with the overall appearance of the town.

This is in complete conflict with the policy to allow “Dongas”/backpackers accommodation into Darlington Point central area. They will not be attractive; they do not improve the visual and physical appearance of the town so Council is not reflecting the desire to see building improvements that improve the overall appearance of the town especially the central area.

I also refer to Page 22 Action 4.1.8. Murrumbidgee Council Darlington Point Township Structure plan - July 2017

“Prevent people from living in and occupying sheds, particularly within established residential areas. Where a shed is approved prior to a residence being constructed on site, it is recommended that Council include a condition on the development consent prohibiting the use of the shed for habitable purposes”

No sheds can be included in the Moveable buildings policy and sheds cannot be renovated or used for communal and living purposes or as living quarters going forward... In my opinion “Dongas” look like sheds and are made from the same materials in most cases. I would also suggest that anyone with a D/A that includes a shed that people are going to gather in should be refused.

I also refer to Page 22 Action 4.1.10 Murrumbidgee Council Darlington Point Township Structure plan - July 2017

“Investigate opportunities to encourage commercial and light industrial businesses located with the residential areas to relocate to designated commercial or industrial areas on the fringe of town”

Therefore the Transportable or Moveable Dwellings and Temporary Accommodation Policy should reflect this action also going forward by not allowing congested commercial light businesses in the central part of Darlington Point.

I also refer to Page 35. 4.7 Murrumbidgee Council Darlington Point Township Structure plan - July 2017

Town Centre and Urban Design Treatments; Overview and Key Issues:... The four dot points listed on this page should be re-read, discussed and reflected in the Transportable or Moveable Dwellings and Temporary Accommodation Policy.

It should reflect what Council has already agreed in the Murrumbidgee Council Darlington Point Township Structure plan - July 2017

The Key Issues as stated are

- *“Darlington Point requires a clearer theme and character across the town, with the main commercial areas of the town presenting opportunities for enhancement.*
- *The town centre of Darlington Point prioritises traffic over people creating concerns over pedestrian safety*
- *A high volume of heavy vehicle traffic transverses through the central area of the town, presenting potential issues relating to the function and safety of the local road network*
- *There is limited number or lack of connections between the main commercial centre and surrounding uses, such as the sportsground and the Murrumbidgee River.*

All of these points above highlight to address that the “Dongas”/backpacker accommodation should not be located within the main shopping area of Darlington Point as there are serious safety concerns regarding the excess traffic in an already congested area as stated above. The limited number and lack of road connections in the central part is very much a concern and to add extra cars and congestion is not safe as well as not enhancing the beauty of the central part of Darlington Point. Therefore Dongas/congested backpacker accommodation should not be approved anywhere near the central part of Darlington Point and the policy should reflect this.

I also refer to Page 35 4.7.7 of the Murrumbidgee Council Darlington Point Township Structure plan - July 2017

Further investigate opportunities to improve car parking and access within the main town centre for use by residents and tourists/visitors and including designated areas for Recreational Vehicles.

There are already problems with limited parking in the main street and the central part of the township and adding more cars by allowing Dongas/backpacker accommodation into the central part of Darlington Point will only further clutter the area

The policy has not addressed the condition of the buildings and I would suggest they should be of new or similar condition and be similar in appearance. The buildings should be inspected before hand to ensure they are in this condition before being placed on the property.

Safety issues such as gas and electricity issues should be addressed in the policy. It should state that specific areas are required for gas bottles and flammable objects such as a shed that is placarded. The policy should also say they have to provide evidence that the electricity

supply is large enough to provide for all the buildings they propose without it affecting the neighbours.

I would like to ask if the current water and sewerage systems would be able to cope with all the extra demand. Currently there are developments applications waiting on approval that would add over a 20% increase in population for Darlington Point. Are the current water and sewerage plants able to cope with the extra demand on them? If not then what is the cost to the Shire to increase the capacity of the systems or to upgrade for what will be a short term population increase. Therefore what increase in rates would the current ratepayers pay to upgrade these systems?. I would suggest that part of the policy has to address this and a detailed study of the current water, sewerage and electricity systems be included so that it does not affect neighbours, other residents in other parts of the town such as water pressure drop, sewerage blocks, blackouts etc, current businesses and tourist visitors to our town.

The policy should include that all cars flow the same direction in through an entry and out through an exit with all cars flowing in the same direction.

The area around the perimeter should be clear and have no trees eliminating fire dangers and dropping branches in an overpopulated area. The fencing of the perimeter should be aluminum and of higher than usual size and also be in excellent condition.

The upkeep of the area has also not been addressed in the Policy for Donga's/backpackers accommodation. This should be inspected every 6 months and any requirements are to be acted on unless the Donga/backpacker location will be closed down. The decommissioning has to be part of the plan and enforceable by being part of the policy. This has to be made enforceable as I hear from Councillors that currently you cannot ask property owners to clean up junky yards or to remove old car bodies from their yard so it is of a concern how you can enforce a closure or decommissioning if you currently cant enforce households to remove junk, car bodies, rubbish etc.

I hope that you will consider my objections and inclusions.



Transportable or Moveable Dwellings and Temporary Accommodation Policy

	Name	Position	Signature	Date
Responsible Officer				
Authorised By				

Document Revision History	
Revision Number:	1
Previous Reviews:	NA
Next Review Date:	<i>INSERT DUE DATE</i>
Date adopted by Council:	
Minute No:	
Review Date:	
Minute Number:	
Review Date:	
Minute Number:	

June 2018

1. Policy Purpose:

Transportable or Moveable Dwellings are important to the local economy as they can provide short term stay accommodation for seasonal workers and tourist and visitors alike, as well as providing an alternative form of low-cost housing.

Notwithstanding, the use and development of land for transportable or moveable dwellings can have a negative impact on the amenity of neighbouring properties and the wider community in general if they are not appropriately planned and designed.

2. Policy Objective:

The purpose of this policy is:

- a) To provide for a range of housing and accommodation types to meet the diverse needs of the regions' residents, visitors and seasonal workers;
- b) To outline the approval requirements for the installation of transportable or moveable dwellings used for the purposes of seasonal workers, tourist and visitor accommodation or alternative forms of small lot or low-cost housing;
- c) To set the minimum standards and requirements for the installation of transportable or moveable dwellings; and
- d) To ensure that the installation of transportable or moveable buildings do not detract from the overall appearance and amenity of an area.

3. Approval Process:

The installation of transportable buildings and structures requires the following approvals:

- (a) Development consent under the *Environmental Planning & Assessment Act 1979* for the use of the land;
- (b) Section 68 Approval under the *Local Government Act 1993* for the installation of the individual transportable or moveable dwellings or "dongas";
- (c) Section 68 Approval under the *Local Government Act 1993* for the installation any on-site sewage management system such as a septic tank or aerated waste treatment system;
- (d) Construction Certificate, where a proposed building or structure will be constructed on-site.

4. Guiding Principles:

In assessing any application for the installation of transportable or moveable dwellings or temporary accommodation, applicants will need to demonstrate to Council and Council will need to be satisfied, that the proposal meets the following principles:

4.1 Management:

- (a) Development for the purposes of seasonal workers or tourist and visitor accommodation shall have either:
 - i. an on-site manager or supervisor present at all times; or
 - ii. an on-call manager available by telephone and within 10 minutes from the site and who can attend the site when required.
- (b) A Site Management Plan shall be prepared prior to the use of the site. The purpose of the Plan is to establish performance criteria for various aspects of the operations of the premises so as to minimise potential for impacts on the amenity of the surrounding neighbourhood. The Site Management Plan shall address:
 - i. Amenity of neighbourhood;
 - ii. Noise;
 - iii. Deliveries;
 - iv. Waste removal (including sewage and garbage);
 - v. Site management;
 - vi. Capacity of premises;
 - vii. Traffic, access and parking;
 - viii. Safety and security (including site access and security lighting);
 - ix. Landscaping.

4.2 Building Setbacks:

- (a) Buildings and other structures shall comply with the following building setbacks:
 - i. *Front setback* – 4 metres or the average setback of adjoining properties, whichever is the greater;
 - ii. *Side setbacks* – 2 metres;
 - iii. *Rear setbacks* – 2 metres;
 - iv. *Corner lots* – the minimum setback required from the secondary street boundary of the site to the forward most wall of the buildings or structures is 3 metres.
 - v. *Between “dongas” (unless fire rated)* – 1.5 metres*
 - vi. *Between other uses* – 3 metres*

* When in doubt consult Specification C1.1 of the Building Code of Australia

4.3 Traffic and Parking:

- (a) All car parking shall be provided on the development site and shall be provided at the following rates:
 - i. One space for the managers' office;
 - ii. One space per 2 employees and
 - iii. One space for every four beds.
- (b) All car parking areas shall be clearly defined and of an all-weather construction.
- (c) All vehicles shall enter and exit the site in a forward direction.

4.4 Landscaping:

- (a) A landscaping plan shall be prepared for the site detailing the location and size of plant species and groundcovers and any existing trees to be retained and/or removed;
- (b) Such landscaping shall be used to screen and soften the appearance of the development and maintained in perpetuity.

4.5 Waste:

- (a) The application shall include details regarding waste management including construction waste, garbage disposal and sewage disposal and how these wastes will be managed on-site. PLEASE NOTE: Where an on-site sewage management system is proposed, full details and calculations will be necessary to satisfy Council that the system proposed can adequately accommodate the expected volumes. This will require submission of full design calculations, site soil analysis and specifications from an appropriately qualified person or persons.

4.6 Noise:

- (a) Each premises (including any communal buildings) are to be acoustically insulated to ensure that noise from within the building is not audible on an adjacent property.
- (b) Site is to operate in accordance with the POEO (Noise Control) Regulation 2017.

4.7 Signage:

- (a) Details of any proposed signage and advertising shall be included in the development application detailing the size, location and position of any proposed signage;
- (b) Maximum number of signs per site – 2 per lot;
- (c) Where located in a residential area, such signage shall be non-illuminated.

4.8 Safety and Security:

- (a) Details regarding safety and security lighting shall be included in the development application;
- (b) Safety and security lights shall be provided to all communal and car parking areas;
- (c) Such lighting shall not be directed into adjoining properties and shall have hoods or covers to prevent light spillage;
- (d) A separate plan shall be provided showing the location of all fire services on the site.

4.9 Public Amenity & Communal Facilities:

- (a) Clothes Drying – Each dwelling or sole occupancy unit shall be provided with an area for clothes drying which contains sufficient clothes line. Alternatively, individual, heat operated clothes dryers or a bank of clothes dryers shall be provided. The Local Government Act requirements for Caravan Parks shall be used as a guide in this regard.
- (b) Communal Kitchens and Lounge Rooms – Where more than 8 sole occupancy units are proposed or where more than 8 workers are proposed to be housed, communal facilities including an appropriately sized lounge/common room and attached kitchen shall be provided.

4.10 Disabled Access:

- (a) Disabled accessible units and parking space are to be provided in accordance with AS 1428 and Table D3.1 of the Building Code of Australia.

5. Time Limited Approval:

Please note: When issuing an approval for transportable or moveable dwellings and temporary accommodation, Council will include a condition limiting the life of this approval to 5 years. Council may approve an extension of time subject to a separate request.

6. Decommissioning:

A plan for decommissioning of the site is to be provided to Council as part of the application.

7. Exhibition:

All applications, the subject of this policy will be exhibited by advertisement in the local newspaper, on Council's web site and to adjoining and adjacent landowners in accordance with the Environmental Planning and Assessment Regulations.

8. Review:

The policy may be reviewed and amended at any time at Council's discretion (or if legislative changes occur).

Documentation Checklist

- ☐ Completed Application Form (including landowners signature)
- ☐ Statement of Environmental Effects (SoEE)
- ☐ Site Plan
- ☐ Traffic Movement and Parking Plan
- ☐ Fire Services Plan
- ☐ Floor Plan (all buildings)
- ☐ Elevations
- ☐ Waste Management Plan including:
 - Construction Waste
 - Garbage and Recycling
 - Sewage Waste
- ☐ Landscaping Plan
- ☐ Site Management Plan
- ☐ Decommissioning Plan

* This list is for submission of a development application and is indicative only. You are advised to discuss your proposal and documentation with a Council officer before submitting your application.

Additional details will be required when applying for a Construction Certificate.



Planning & Environment

10 MAY REC'D
04.25.01
GM / Mgt
003288

Mr Craig Moffitt
General Manager
Murrumbidgee Council
PO Box 96
JERILDERIE NSW 2716

Dear Mr Moffitt

Murrumbidgee Council Planning Matters

I am writing in response to a meeting the Department facilitated at Murrumbidgee Council's Jerilderie Office on Wednesday 21 March 2018. Mr Matt Johnson attended the meeting on behalf of Council. The Department would like to thank Council for meeting and hosting us.

During the meeting the following planning matters were discussed:

- Planning Proposal (PP 2017 MURRU 001 00) to rezone a portion of Lot 80, DP 1225744 Conargo Road, Jerilderie from RU1 Primary Production to RU5 Village

Council requested a Gateway determination on 10 May 2017 to amend the Jerilderie Local Environmental Plan 2012. The Department reviewed the planning proposal, supporting material and additional information provided by Council on 16 November 2017, 5 December 2017 and 15 December 2017.

At this stage the Department is waiting further information from Council that justifies the need for additional residential land in Jerilderie in the proposed location. The Department has been corresponding with Mr Johnson on this matter via email up until this stage.

The outstanding information requested by the Department includes:

- Heritage impact statement / assessment, as the subject site includes an archaeological item.
- Specific supply and demand data, including indication of the number and size of lots to be facilitated by the proposal.
- An indication of what is proposed the land that is identified as high hazard flood prone land.

The Department understands that it is important to keep a supply of land continuously available for new housing. After undertaking a site visit and viewing the surrounding land, the circumstances and meeting with Mr Johnson there is merit in the proposal. However, the above further information is required to enable further consideration of the proposal.

Value of completing a Murrumbidgee Local Land Use Strategy

The Department supports the provision of a variety of well-planned residential development within the Murrumbidgee Local Government Area based on sound strategic land use planning. The Department would support Council should it consider completing a strategic land use strategy to inform future land use planning. The land use strategy will form the basis of future planning decisions. The Department is available to offer support to Council to undertake this process, if required.

Darlington Point Development Control Plan (DCP)

It is understood that a DCP is currently not in place for the Darlington Point area. Council is encouraged to undertake this work as it is a valuable resource that will guide local development in Darlington Point.

Combining the Jerilderie LEP 2012 and Murrumbidgee LEP 2013.

As an amalgamated Council, it is also noted that Council needs to consider amalgamating the Jerilderie LEP 2012 and the Murrumbidgee LEP 2013. Council is encouraged to undertake this work. The Department is available to offer any support and guidance required to combine the LEP's.

Should you have any queries regarding these matters, I have arranged for Ms Amanda Carnegie of the Department's Western Region office to assist you. Ms Carnegie can be contacted on (02) 6841 2180.

Yours sincerely



4.5.18

Damien Pfeiffer
Director Regions, Western
Planning Services
Department of Planning and Environment



Internal Audit, Risk and Improvement Committee Charter

TABLE OF CONTENTS

1. Objective	3
2. Authority	3
3. Composition and Tenure	3
3.1 Composition	3
3.2 Tenure	4
3.3 Termination of Membership	4
3.4 Remuneration	4
3.5 Responsibilities of Members	4
4. Committee Role and Responsibilities	5
4.1 Risk Management	5
4.2 Control Framework	5
4.3 External Accountability	5
4.4 Legislative Compliance	6
4.5 Internal Audit	6
4.6 External Audit	6
4.7 References from Council and the General Manager	6
4.8 Other Matters	7
5. Reporting	7
6. Administrative Arrangements	7
6.1 Meetings	7
6.2 Attendance at Meetings and Quorums	8
6.3 Secretariat	8
6.4 Conflict of Interest	8
6.5 Induction	9
6.6 Assessment Arrangements	9
6.7 Review of Audit Committee Charter	9

1. Objective

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

2. Authority

The Council authorises the Committee, within the scope of its role and responsibilities, to:

- Obtain any information it needs from any employee or external party (subject to their legal obligations to protect information).
- Discuss any matters with the external auditor or other external parties (subject to confidentiality considerations).
- Request the attendance of any employee or councillor at Committee meetings.
- Obtain external legal or other professional advice considered necessary to meet its responsibilities.
- Receive all information made available to Councillors, including information subject to professional privilege, for any matter under active consideration by the Committee. The release of information to the Committee does not constitute a breach of professional privilege.

3. Composition and Tenure

3.1 Composition

The Committee will consist of:

3.1.1 Members (voting)

Councillor x 1;

Not less than two, nor more than three, independent external members, one of whom shall be the Chair).

3.1.2 Attendees (non-voting)

Mayor (ex-officio)

General Manager

Finance Manager

3.1.3 Invitees (non-voting) for specific Agenda Items

Representatives of the internal auditor

Representatives of the external auditor

Other officers may attend by invitation, as requested by the Committee.

3.2 Tenure

Councillor/s will be appointed annually at the September Council meeting, to hold office until the commencement of the next September Council meeting, including where a Council election intervenes.

The independent external member/s will be appointed for the term expiring on 31 March next, following the ordinary Council election, after which they will be eligible for extension or re-appointment following a formal review of their performance.

The members of the Committee, taken collectively, will have a broad range of skills and experience relevant to the operations of the Council. At least one member of the Committee shall have accounting or related financial management experience, with understanding of accounting and auditing standards in a public sector environment.

In making changes to Committee membership, Council will have regard to the benefits of continuity of Committee operations, and the benefits of refreshing membership.

3.3 Termination of Membership

Council may terminate the appointment of an independent external member prior to the end of the appointed term for reasons stated in the notice of termination. A terminated external member shall have the right to be heard at the next Ordinary Meeting of Council.

3.4 Remuneration

Council shall determine the remuneration of independent external members at the time of appointment, having regard to the skills and experience of the member. Such remuneration shall be increased from 1 July in each year at the same rate of increase applicable to Councillors of the Council.

3.5 Responsibilities of Members

Members of the Committee are expected to:

- ☐ Understand the relevant legislative and regulatory requirements appropriate to the Council;
- ☐ Contribute the time needed to study and understand the papers provided;
- ☐ Apply good analytical skills, objectivity and good judgement;
- ☐ Express opinions frankly, ask questions that go to the fundamental core of issues, and pursue independent lines of enquiry;
- ☐ Comply with the Code of Conduct, including declaration and management of conflicts of interest;
- ☐ Complete and lodge disclosure by Councillors and Designated Persons Return.

4. Committee Role and Responsibilities

The Committee has no executive powers, except those expressly provided by the Council.

In carrying out its responsibilities, the Committee must at all times recognise that primary responsibility for management of Council rests with the Council and the General Manager as defined by the Local Government Act.

The responsibilities of the Committee may be revised or expanded by the Council from time to time. The Committee's responsibilities are:

4.1 Risk Management

- ☐ Review whether management has in place a current and comprehensive risk management framework, and associated procedures for effective identification and management of business and financial risks, including fraud;
- ☐ Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings;
- ☐ Review the impact of the risk management framework on its control environment and insurance arrangements; and
- ☐ Review whether a sound and effective approach has been followed in establishing business continuity planning arrangements, including whether plans have been tested periodically.

4.2 Control Framework

- ☐ Review whether management has adequate internal controls in place, including over external parties such as contractors and advisors;
- ☐ Review whether management has in place relevant policies and procedures, and these are periodically reviewed and updated;
- ☐ Progressively review whether appropriate processes are in place to assess whether policies and procedures are complied with;
- ☐ Review whether appropriate policies and procedures are in place for the management and exercise of delegations; and
- ☐ Review whether management has taken steps to embed a culture which is committed to ethical and lawful behaviour.

4.3 External Accountability

- ☐ Satisfy itself the annual financial reports comply with applicable Australian Accounting Standards, and supported by appropriate management sign-off on the statements and the adequacy of internal controls;
- ☐ Review the external audit opinion, including whether appropriate action has been taken in response to audit recommendations and adjustments;
- ☐ To consider contentious financial reporting matters in conjunction with council's management and external auditors;

- ☐ Review the processes in place designed to ensure financial information included in the annual report is consistent with the signed financial statements;
- ☐ Satisfy itself there are appropriate mechanisms in place to review and implement, where appropriate, relevant State Government reports and recommendations;
- ☐ Satisfy itself there is a performance management framework linked to organisational objectives and outcomes.

4.4 Legislative Compliance

- ☐ Determine whether management has appropriately considered legal and compliance risks as part of risk assessment and management arrangements;
- ☐ Review the effectiveness of the system for monitoring compliance with relevant laws, regulations and associated government policies.

4.5 Internal Audit

- ☐ Act as a forum for communication between the Council, General Manager, senior management, internal audit and external audit;
- ☐ Review the internal audit coverage and Internal Audit Plan, ensure the plan has considered the Risk Management Plan, and approve the Plan;
- ☐ Consider the adequacy of internal audit resources to carry out its responsibilities, including completion of the approved Internal Audit Plan;
- ☐ Review all audit reports and consider significant issues identified in audit reports and action taken on issues raised, including identification and dissemination of better practices;
- ☐ Monitor the implementation of internal audit recommendations by management;
- ☐ Periodically review the Internal Audit Contract to ensure appropriate organisational structures, authority, access and reporting arrangements are in place;
- ☐ Periodically review the performance of Internal Audit.

4.6 External Audit

- ☐ Act as a forum for communication between the Council, General Manager, senior management, internal audit and external audit;
- ☐ Provide input and feedback on the financial statement and performance audit coverage proposed by external audit, and provide feedback on the external audit services provided;
- ☐ Review all external plans and reports in respect of planned or completed external audits, and monitor the implementation of audit recommendations by management;
- ☐ Consider significant issues raised in relevant external audit reports and better practice guides, and ensure appropriate action is taken.

4.7 References from Council and the General Manager

- ☐ To consider, investigate and report on any matter referred to the Committee by Council or the General Manager;
- ☐ Any Councillor may refer any matter at any time to the Chair and, if thought fit, the matter shall be referred to the Committee to consider, investigate and report.

Protected disclosures of any type shall be forwarded in accordance with the relevant legislation.

4.8 Other Matters

The Committee may, at any time, consider any other risk management or good governance matter it deems of sufficient importance. In addition, at any time, an individual Committee member may request a meeting with the Chair of the Committee.

5. Reporting

At the first Committee meeting after 30 June each year, Internal Audit will provide a performance report of:

- ☐ The performance of Internal Audit for the financial year as measured against agreed key performance indicators;
- ☐ The approved Internal Audit Plan of work for the previous financial year showing the current status of each audit.
- ☐ Minutes of Committee meetings shall be supplied to the next Council meeting, after approval by the Chair;
- ☐ The Committee will report regularly, and at least annually, to the governing body of Council on the management of risk and internal controls;
- ☐ The Committee may make additional reports to Council from time to time on such matters as it deems fit. The Chair shall be entitled to be heard by Council in open or closed meeting upon written request addressed to the Mayor or General Manager.

6. Administrative Arrangements

6.1 Meetings

The Committee will meet at least three times per year, with one of these meetings to include review and endorsement of the annual audited financial reports and external audit opinion.

The need for any additional meetings will be decided by the Chair of the Committee, though other Committee members may make requests to the Chair for additional meetings.

A forward meeting plan, including meeting dates and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in this Audit Committee Charter.

All information supplied to the Committee, and the Committee deliberations, will be held in private. All Committee members and attendees are expected to maintain this privacy. The minutes of a meeting forwarded to Council after approval by the Chair are a public document.

No Audit Risk & Improvement Committee private or confidential information may be released to any third party without specific approval of the Chair and Mayor or General Manager.

The Committee shall be entitled to go into closed committee (ie excluding some or all management and non-members) as determined by the Chair, including for the purpose of meeting with representatives of the internal auditors and external auditors.

6.2 Attendance at Meetings and Quorums

A quorum will consist of a majority of Committee members, including at least one independent member. In the absence of the Chair, another independent member shall assume the Chair.

Meetings can be held in person, by telephone or by video conference.

Representatives of the internal auditor will be invited to attend each meeting unless requested not to do so by the Chair of the Committee. The Committee may also request the Finance Manager or any other employees to participate for certain agenda items, as well as the external auditor.

6.3 Secretariat

The Council shall provide secretarial support to the Committee. The Secretariat will ensure the agenda for each meeting and supporting papers are circulated, at least one week before the meeting, and ensure minutes of the meetings are prepared and maintained. Minutes shall be approved by the Chair and circulated to each member within three weeks of the meeting being held.

6.4 Conflict of Interest

Councillors, council staff and members of council committees must comply with the applicable provisions of Council's code of conduct in carrying out the functions as council officials. It is the personal responsibility of council officials to comply with the standards in the code of conduct and regularly review their personal circumstances with this in mind.

Committee members must declare any conflict of interests at the start of each meeting or before discussion of a relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist. The final arbiter of such a decision is the Chair of the Committee.

6.5 Induction

New members will receive relevant information and briefings on their appointments to assist them to meet their Committee responsibilities.

6.6 Assessment Arrangements

The Chair of the Committee will initiate a review of the performance of the Committee at least once every two years. The review will be conducted on a self-assessment basis (unless otherwise determined by the Chair), with appropriate input from management and any other relevant stakeholders, as determined by the Chair.

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.



Five years of the Billabong Yanco project

In the beginning ...

- Project commenced June 2013
- Steering Committee convened Feb 2014
- Strategic planning Feb 2014 to Nov 2015
- Starting implementing works Feb 2014
- Funded by NSW Government and Federal Government's Caring for our Country Program and National Landcare Programme.



Since then we've ...

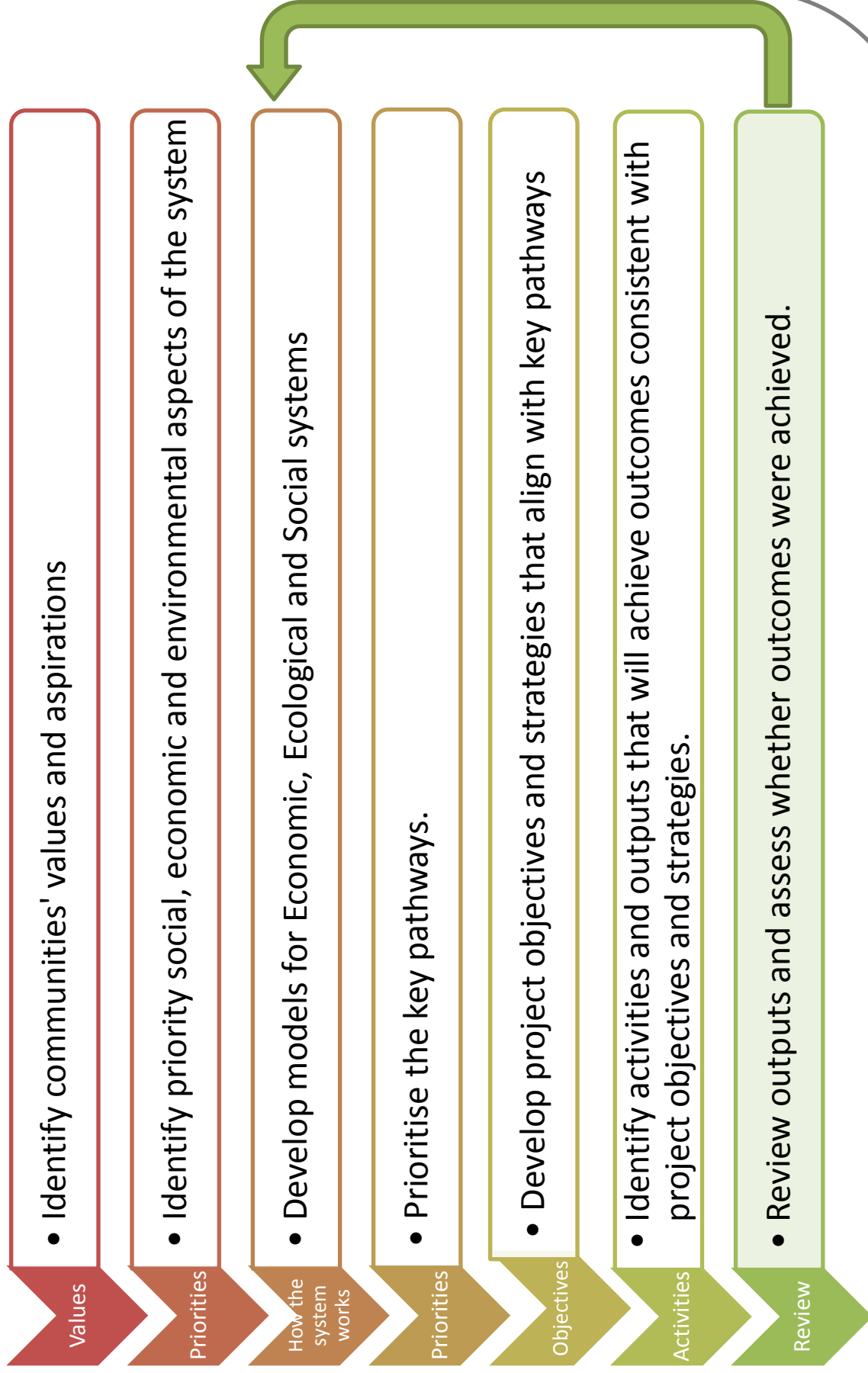
- Had droughts and flooding rains
- Seen Council mergers
- Had 2 PMs and 3 NSW Premiers
- Seen staff changes and Committee changes
- Seen SDLs proposed, opposed and approved



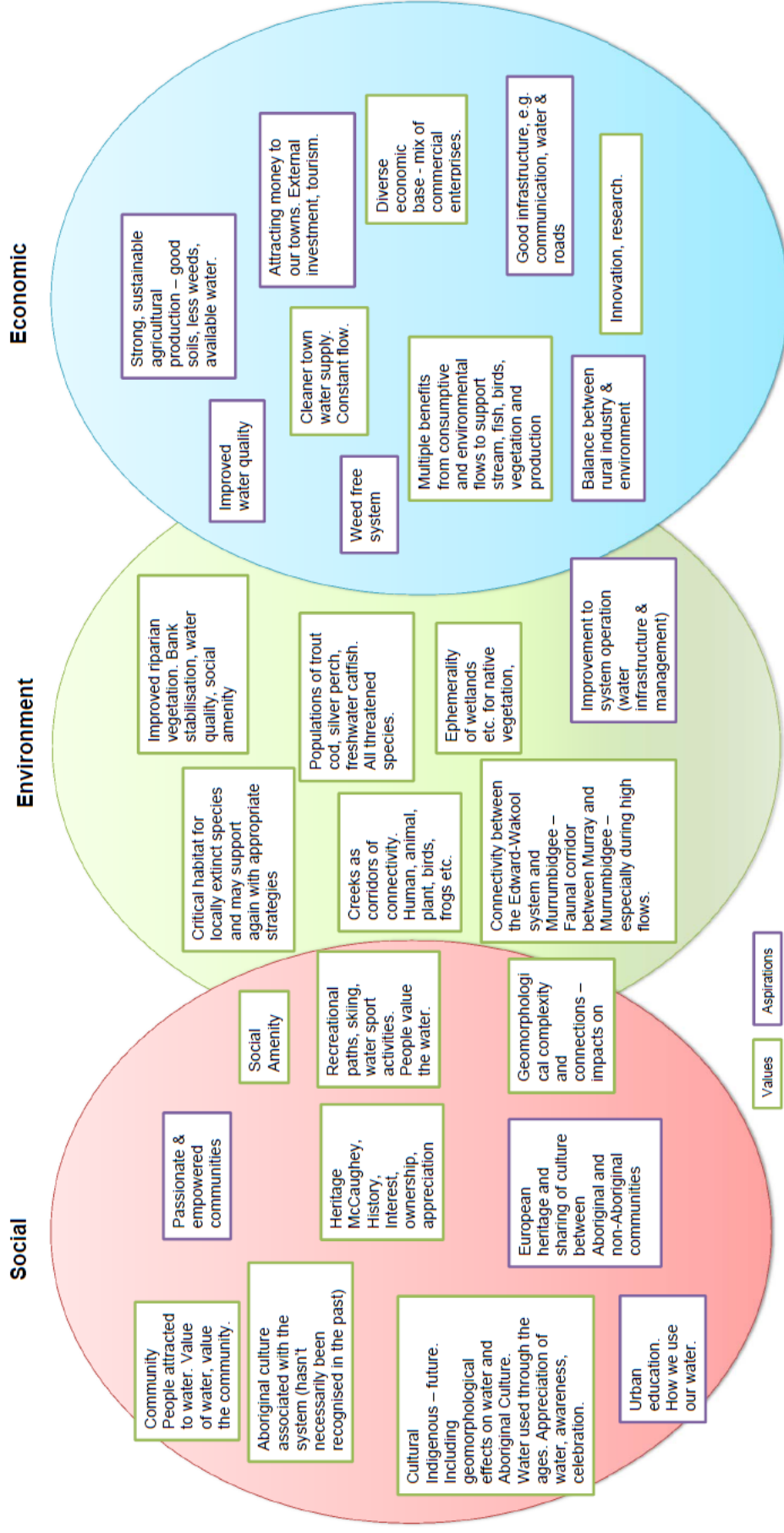
Steering Committee

- 16 meetings in 5 locations across the region
- 26 people and 10 organisations involved over 4 and a half years
- 2 additional workshops focused on water management with another 7 people involved





Strategic Plan



Project Objectives

- To support innovation in agriculture to improve profitability.
 - Influence and improve skills and knowledge of individuals and groups engaged in agricultural industries, through education opportunities and support.
- To support development of industry, such as tourism, to diversity the economic base of the region.
 - Assist with access to markets, including supporting development of infrastructure and services and influencing and responding to consumer preferences.



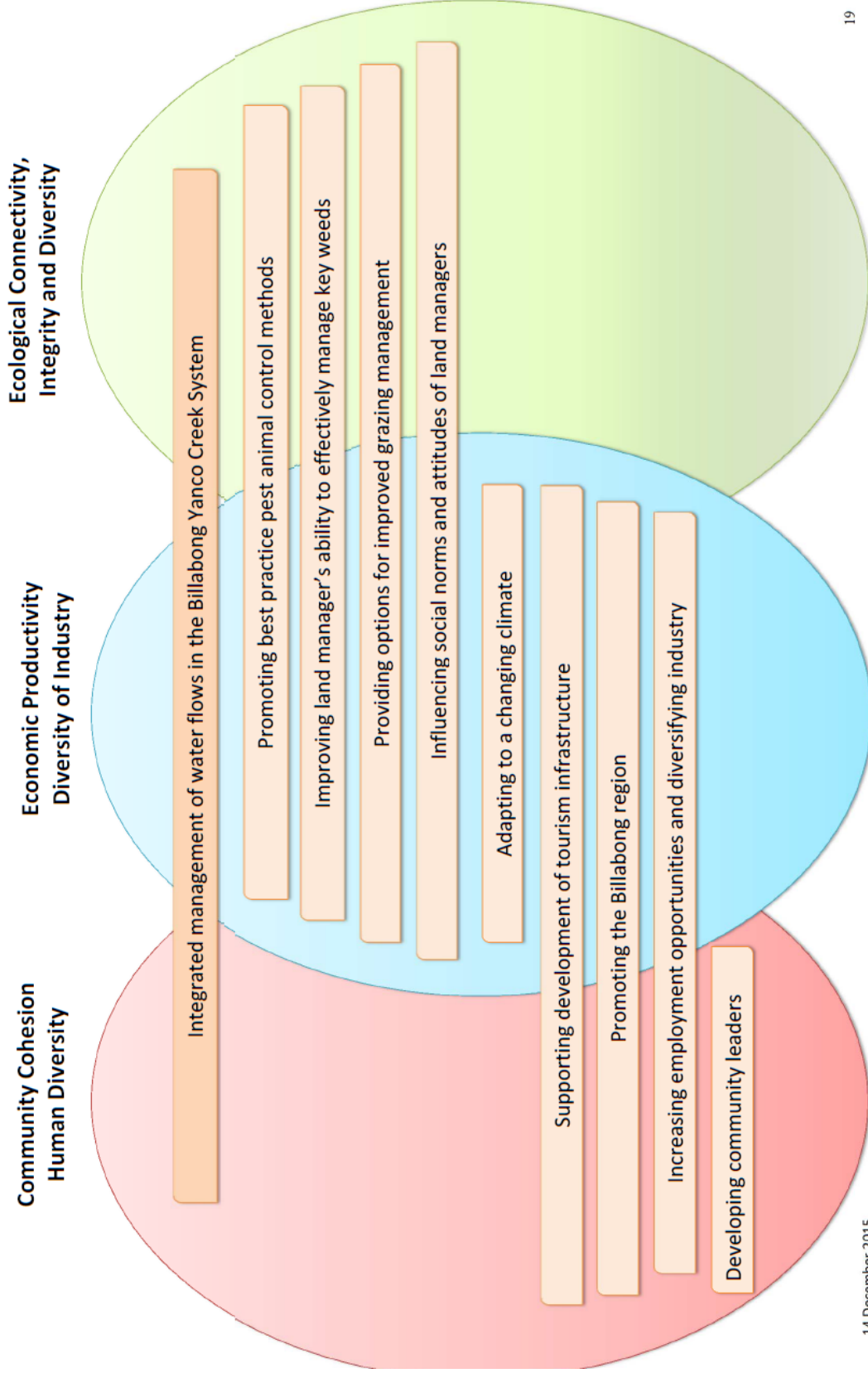
Project Objectives

- To improve flow management, reduce pest and weeds and reduce impacts of grazing and livestock.
 - Improve the capacity of natural resource managers by improving their knowledge and skills.
- To foster a shared sense of identify and belonging
 - Assist and develop community leaders and create opporrunities for community members to interact, including through improved infrastructure, communication services and technology and financial resources
- Increase the population of the Billabong region through improving retention of people and increasing settlement of new people in the region.
 - Generate employment opportunities and foster a connection to the Billabong region.



Sub-projects to deliver objectives

Sub-projects to Deliver on Project Objectives



Revised sub-projects

- Integrated management of water flows in the Billabong Yanco system
- Improving land manager's ability to effectively manage key weeds
- Promoting best practice pest animal control methods
- Providing options for improved grazing management and adapting to a changing climate
- Supporting development of tourism infrastructure, promoting the Billabong region and bringing communities together
- ~~• Influencing social norms and attitudes of land managers~~
- ~~• Generating employment opportunities in the Billabong region~~
- ~~• Developing community leaders~~



Improving management of water flows

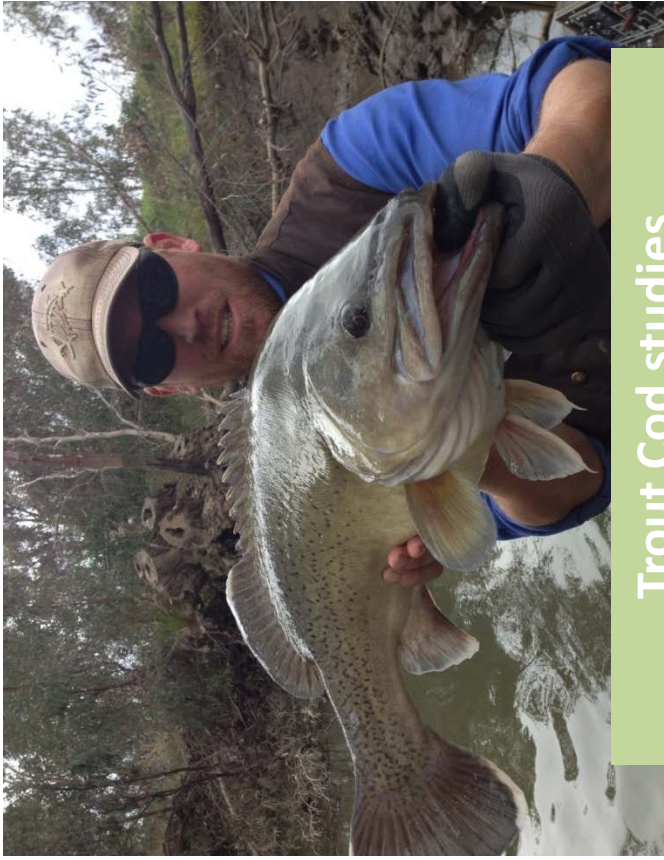
- Two workshops on water management
- Flow gauges letter to Water NSW
- SDL Submission on behalf of Committee
- Wetland gala evening in Jerilderie & schools program

 \$327,000





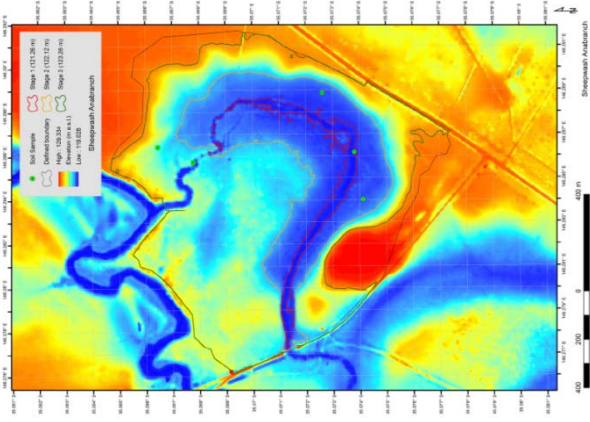
Two Mile Weir Before & After



Trout Cod studies



McCrabb's Regulator



Wetland monitoring



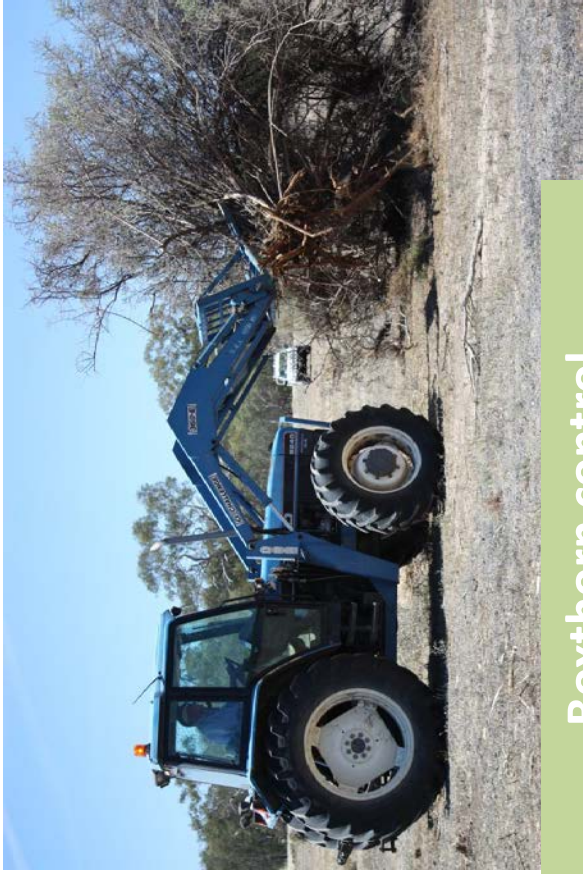
Literature Review & Flow plan

Improving land manager's ability to effectively manage key weeds

- Weed workshop held with all weed stakeholders to prioritise weeds
- Sagittaria workshop and best practice guide
- African boxthorn videos developed
- 7 wetland weed management grants
- 1 riparian weed workshop held

 \$232,000





Boxthorn control



Willow debris stockpile

Biological control
of weeds

A practitioner's guide for temperate Australia

Australian Government



Wetland weed control grants

Promoting best practice pest animal control methods

- Pig trapping trial
- Wetland weed and pest control grants

 \$28,000



Kangaroo workshop

Providing options for improved grazing management & adapting to a changing climate



Rangeland workshop



Virtual fencing trial



Subsoil manuring trial

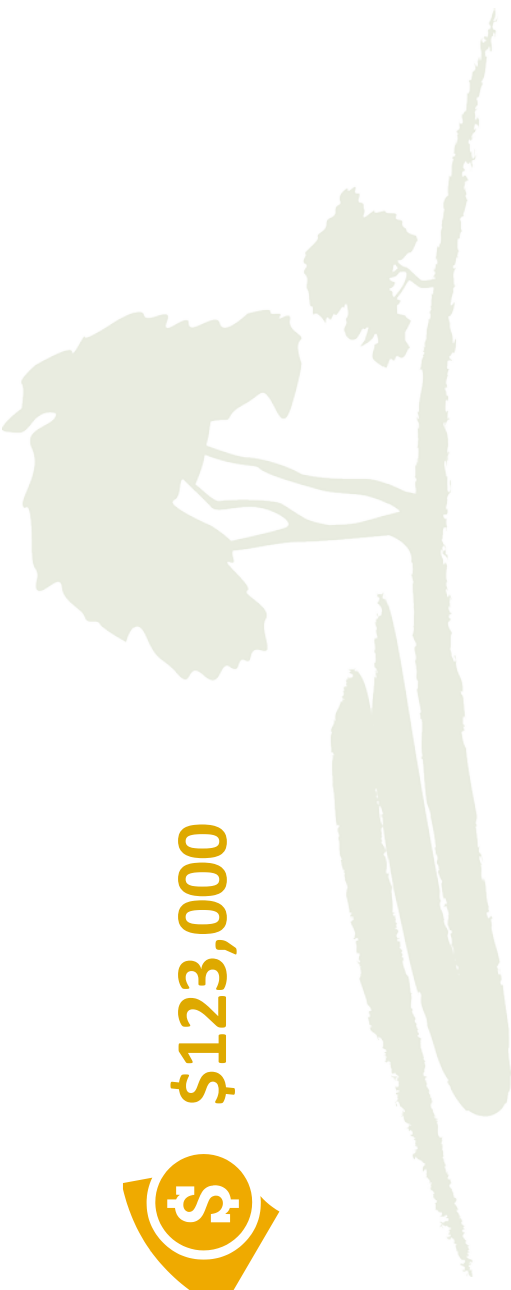
 \$65,000

Supporting development of tourism infrastructure,
promoting the Billabong region and bringing
communities together

- Two Shire Council grants
- Support for 2 ‘Four Creeks Festival’ events in Jerilderie
- Billabong Yanco Community Grants
 - 8 groups or individuals supported to deliver 9 projects



\$123,000





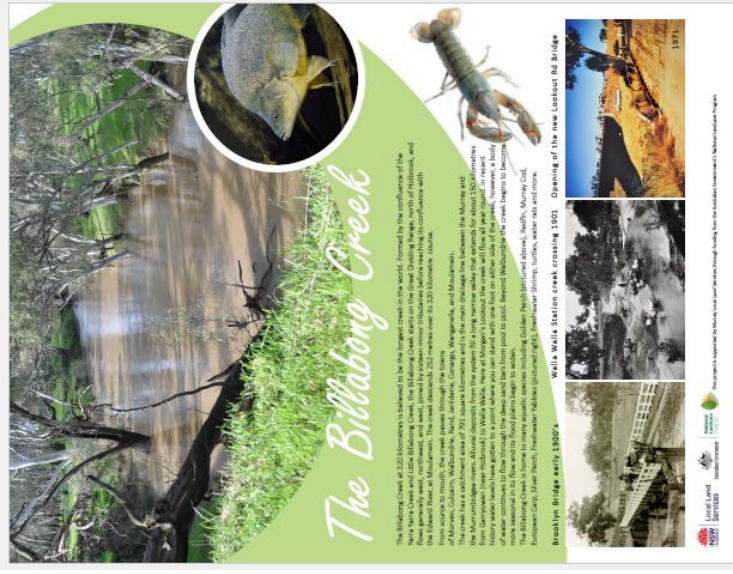
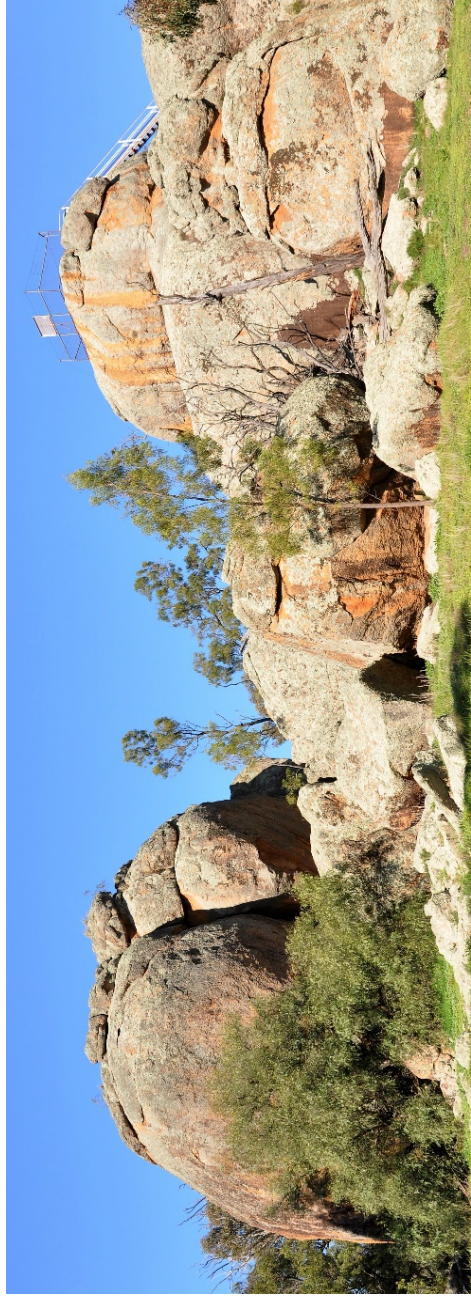
Shared path, Wanganella



Wallaby Walk, Urana



Urana Aquatic Centre Pump



Morgan's Lookout upgrades and signage



Riparian vegetation Field Day

Fishing jetty & boat ramp, Jerilderie

THE RGA ENVIRONMENTAL CHAMPIONS PROGRAM PRESENTS

Billabong & Yanco Creek Combined Cultural Heritage Tour

Tour co-led by RGA ECP & Yarkuwa Indigenous Knowledge Centre

Regional community members are invited to celebrate the Aboriginal and Non-Aboriginal Heritage of the landscapes between Jerilderie and Wanganella. Involving a bus tour to heritage sites where members of the community can learn about the significance of the Yanco and Billabong creek history.

Lunch will be provided.

8.30AM-5PM Wednesday 11th October 2017
 Departing from Deniliquin Tourist Information Centre at 8.30am & Pickup from The Willows and Ned Kelly Post Office at 9.30am.

RSVP by Monday 9th October
 Erika Heffer
 0438 719 628 eheffer@rga.org.au

sunbreezestudios.com

This RGA project is funded by Murray Local Land Services, through funding from the Australian Government's National Landcare Programme.

NSW GOVERNMENT
 Department of Primary Industries
 National Landcare
 Australian Government

Billabong Yanco Heritage Tour



Four Creeks Festival
Bushdances



THE STORY

Coming Together is a project led by a team of artists and community members who have been working together for over 10 years. The project is a collaboration between the artists and the community, and it is a project that is about to be shared with the world.

ARTISTS

Elise Black
Elise Black is a visual artist and a member of the community. She has been working on the project for over 10 years. She is a member of the community and she is a member of the community. She is a member of the community and she is a member of the community.

Elise Black
Elise Black is a visual artist and a member of the community. She has been working on the project for over 10 years. She is a member of the community and she is a member of the community. She is a member of the community and she is a member of the community.

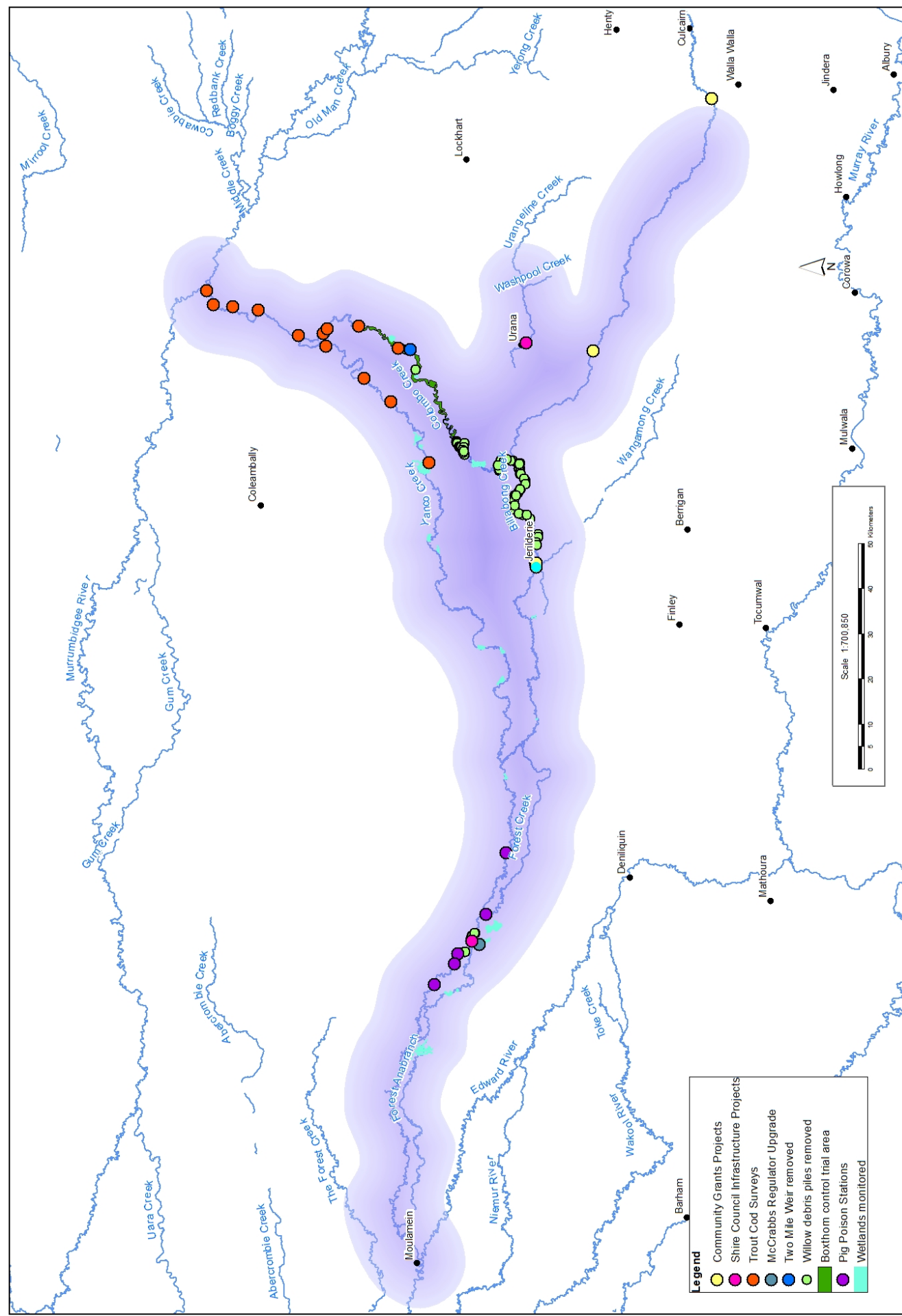
Preservation and promotion of the 'Coming Together' Canvas



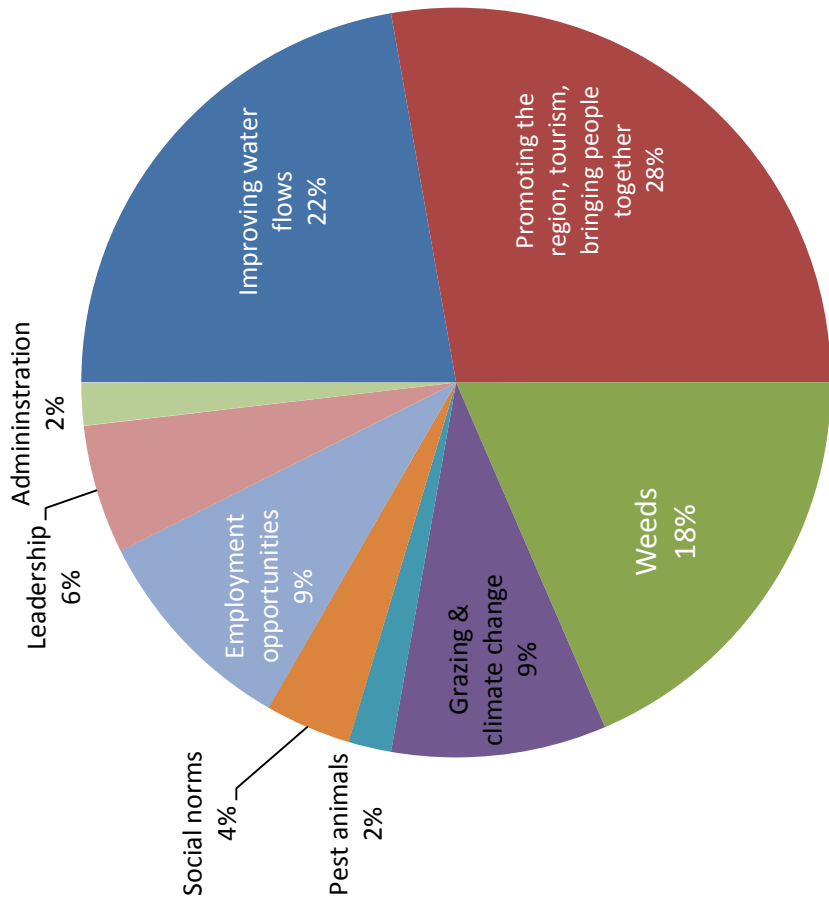
Coming Together & Sharing Day



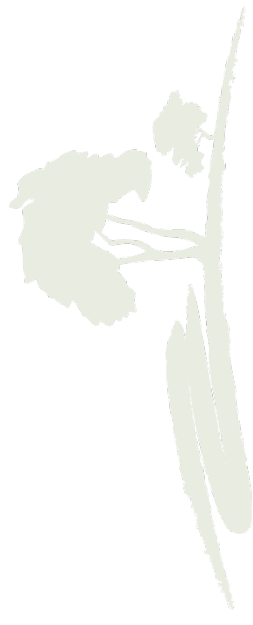
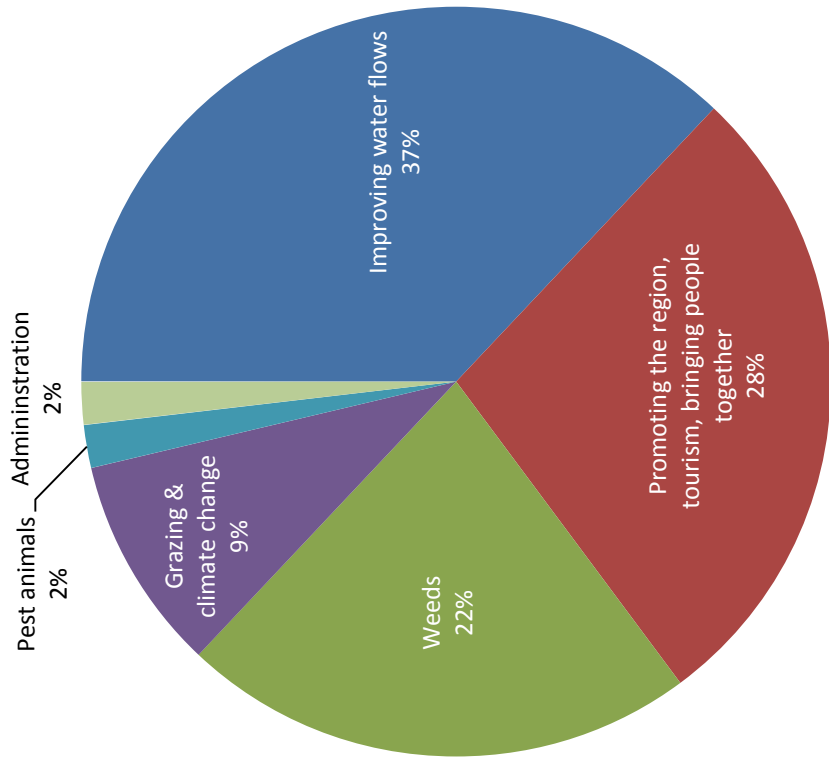
The 'Mural'



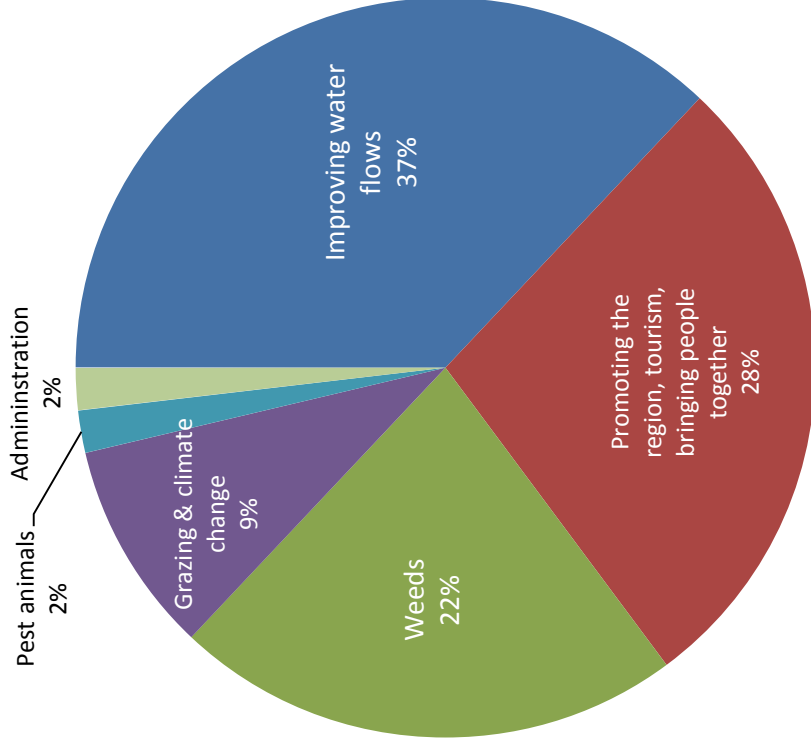
Budget by Sub-project - 2015



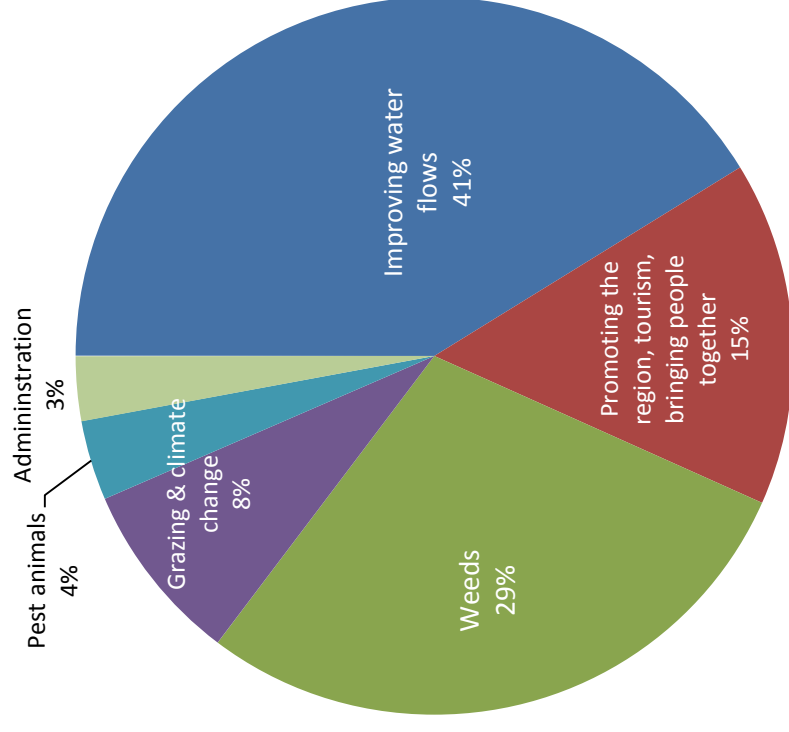
Revised budget by Sub-project -2017



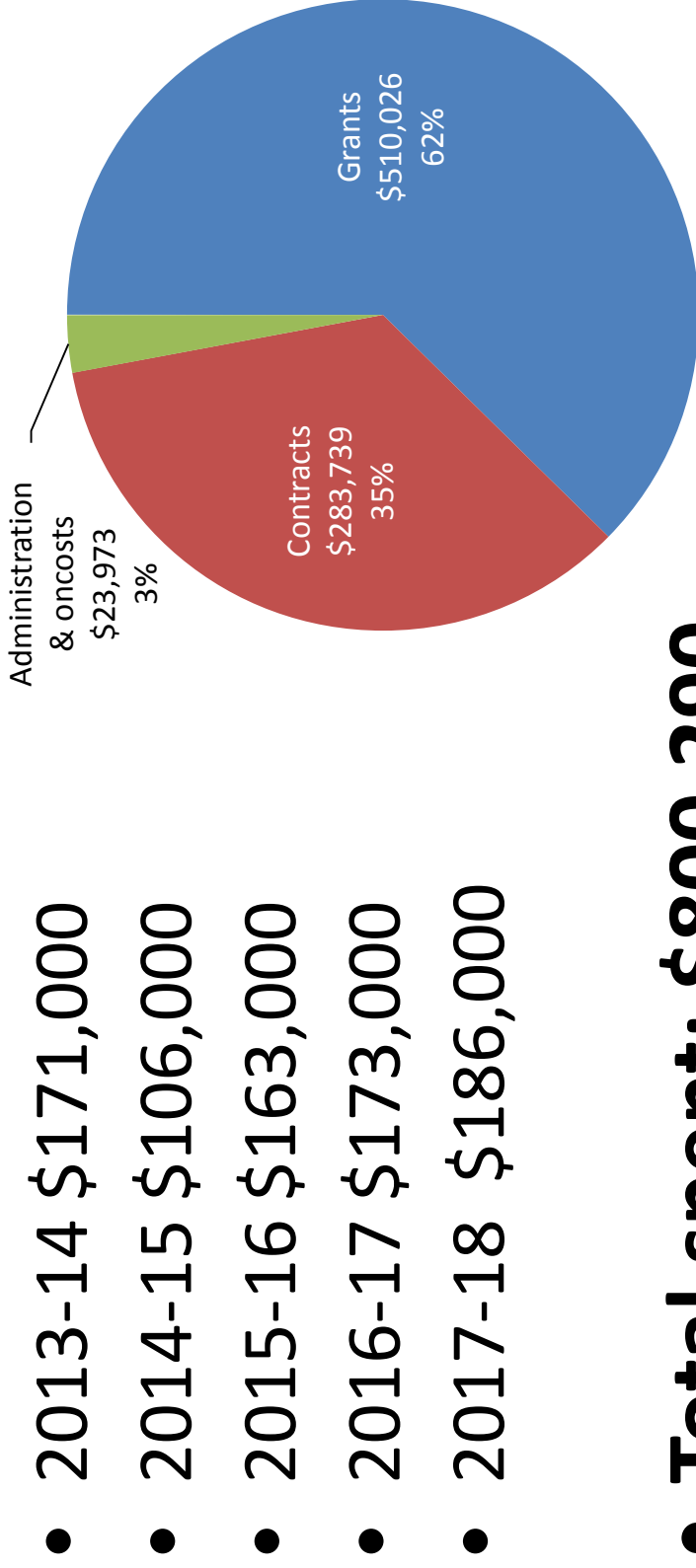
Revised budget for Sub-projects - 2017



Actual expenditure for Sub-projects 2013 to 2018



Total project expenditure



- 2013-14 \$171,000
- 2014-15 \$106,000
- 2015-16 \$163,000
- 2016-17 \$173,000
- 2017-18 \$186,000
- **Total spent: \$800,290**
- **\$401,000 spent in the Billabong region**