# REPORTS TO MURRUMBIDGEE COUNCIL MEETING TO BE HELD TUESDAY 25 JULY 2023

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..General Manager

teare

# ACKNOWLEDGEMENT OF COUNTRY

We pay respect to the traditional custodians of the lands and waters of Murrumbidgee Local Government Area, and to all Aboriginal Elders, past and present and emerging. We are committed to honouring the continuing connection that First Australians hold to Murrumbidgee's land, waters and community, as one of the oldest living cultures in human history.

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# **RECORDING & WEBCASTING OF MEETING**

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

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# OFFICERS' REPORTS FOR CONSIDERATION

ITEM NO: 1 - GENERAL MANAGER'S MONTHLY REPORT

Council Meeting: 25 July 2023
Report Date: 14 July 2023
Author: General Manager

File #: SC218

Approval: General Manager

## **BACKGROUND**

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

#### RECOMMENDATION

The information contained in the General Manager's Monthly Report be noted, and Council:

- Approve annual leave for Mr John Scarce General Manager from 14 December 2023 to 7 January 2024 (inclusive).
- Appoint Mr Garry Stoll as Acting General Manager for the period 14 December 2023 to 7 January 2024 (inclusive).
- 1. Rural Farm Gate Waste and Recycling Collection

New financial year...new opportunities!

tear

One in particular is the determination of the delivery of a rural general waste (red lid) and recycling (yellow lid). A conscious decision not to include FOGO (green lid) in the delivery service as most rural properties have ways in which to handle FOGO on property, be it the chook house or gardens.

A survey has been distributed to rural properties, seeking feedback on the proposed implementation. The survey closes Wednesday 9 August 2023.

A report on the consultation will be presented to the Council workshop in August, and if we are to proceed with the implementation of the service a decision will need to be made at the September 2023 Council meeting to allow sufficient time to procure equipment to roll out the service.

If Council decides to implement, we are aiming to roll out the service on the 1 July 2024.

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We have been innovative in how we would deliver the service, to keep it at the lowest cost possible. We estimate on today's figures that a fortnightly service of recycling and general waste would cost approximately \$495 pa/per service using 240L bins. If we upsized the bins to 360L we could push that out to a monthly service and the cost is approximately \$320 pa/per service. There is no issue with recycling and general waste lasting a month in a bin before pick up, as it is the FOGO in the waste stream which breaks down and causes the odors.

An introduction and link to the survey has been mailed out to every property. If you know of anyone who has not received the survey via the mail out, information and the survey are available on the Murrumbidgee Council website.

# 2. Annual Leave

I am seeking approval of Council to take annual leave from 14 December 2023 to the 7 January 2024 (inclusive).

I request that Mr Garry Stoll be appointed as Acting General Manager during my leave period.

#### Recommendation

## Council:

- Approve annual leave for Mr John Scarce General Manager from 14 December 2023 to 7 January 2024 (inclusive).
- Appoint Mr Garry Stoll as Acting General Manager for the period 14 December 2023 to 7 January 2024 (inclusive).

## 3 . Transport for NSW

Murrumbidgee Council Executive Team meet with TfNSW Community and Place Team on 29 June 2023.

We will continue to meet on a quarterly basis.

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All of the issues Council has spoken about previously were discussed at this meeting seeking resolution. We will continue to bring forward these issues until we receive responses for each and every one. As such, I encourage Councillors to forward any new issues to me so I can place on the agenda.

We received a presentation on the 17 Cities project. For Murrumbidgee Council this sees a regular bus service (twice a day) from Griffith to Darlington Point. Unfortunately, when we asked, we were advised that under this project no scope was considered for Coleambally or Jerilderie. So we mentioned the on demand

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service we heard about running in other NSW towns as a pilot, as an opportunity for Murrumbidgee Council.

Tom will provide details when we have been advised, as they are looking to install bus stops with shelters at a couple of locations in Darlington Point.

## 4. Councillors and Staff Christmas Party

This year the Councillors and Staff Christmas Party will be held on the 8 December 2023 at the Coleambally Sports Club. More information to follow.

## 5. Movements

- 28 July 2023 RAMJO GM Meeting online
- 3 4 August 2023 Country Mayors Association Sydney
- 7 8 August 2023 Newell Highway Task Force Dubbo
- 10 11 August 2023 RAMJO Board Meeting Moama
- 16 August 2023 Albury Wodonga hospital meeting Wodonga City Council
- 13 15 September 2023 Country Mayors Health Forum Wagga Wagga
- 24 28 September 2023 MDA Conference Murray Bridge
- 10 12 October 2023 TfNSW Executive Leadership Summit? Sydney
- 18 20 October 2023 CPA Australia Congress On line
- 9 10 Nov 2023 RAMJO Board Meeting TBA
- 12 14 Nov 2023 LGNSW Conference Sydney
- 14 Nov 2023 Newell Highway Taskforce TBA
- 23 24 Nov 2023 Country Mayors Association Sydney
- 14 Dec 2023 7 Jan 2024 Annual leave

## **SUSTAINABILITY**

N/A

## STATUTORY COMPLIANCE/POLICY

N/A

## **FINANCIAL**

N/A

## INTEGRATED PLANS

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Theme 5: Our Leadership - Looking to our Future

5.1. Demonstrating Transparent Leadership through Accountability and Community Representation

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## **RISK MANAGEMENT**

N/A

## **CONSULTATION/ENGAGEMENT**

N/A

**OPTIONS** (recommendation)

## Council:

- Approve annual leave for Mr John Scarce General Manager from 14 December 2023 to 7 January 2024 (inclusive).
- Appoint Mr Garry Stoll as Acting General Manager for the period 14 December 2023 to 7 January 2024 (inclusive).

## **ATTACHMENTS**

NIL

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## ITEM NO. 2 - COLEAMBALLY LEASE CONVERSION POLICY

Council Meeting: 25 July 2023 Report Date: 14 July 2023

Author: Chief Financial Officer

File #: SC79

Approval: General Manager

## **EXECUTIVE SUMMARY**

The revised policy is proposed to clarify the conditions and process to apply to the conversion of leased Coleambally town blocks, of which seven remain as at the time of writing this report.

## RECOMMENDATION

The revised Coleambally Lease Conversion Policy be adopted and current lessees be notified of its adoption by mail.

## **BACKGROUND**

Originally all Coleambally town blocks were 99-year leases. Under the original terms of these lease, lessees were able to convert these leases to freehold at the unimproved value (as determined by the Valuer General) at specified times, which have now passed.

Murrumbidgee Shire Council had a policy (A.103 Coleambally Lease Conversions) adopted in December 1998. This policy stipulated that "offers to convert are to be ongoing and to apply to all Coleambally town block leases".

## OFFICER COMMENT

Murrumbidgee Council has not adopted such a policy subsequent to amalgamation. However, Council has continued to honour the option to purchase for a small number of leases that have been converted since this time.

The revised policy is proposed to clarify the conditions and process to apply to the conversion of leased Coleambally town blocks, of which seven remain as at the time of writing this report.

Council has also expressed a desire to contact the current lessees and advise them of the opportunity to convert under the newly adopted policy.

## **SUSTAINABILITY**

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N/A

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## STATUTORY COMPLIANCE/POLICY

Proposed conversions will continue to require Council resolution in accordance with Council's *Delegations of Authority*.

#### **FINANCIAL**

The total of the most recent unimproved land value provided to Council by the NSW Valuer General for the seven remaining blocks is \$294,700. Should the lessees convert the lease. Council would receive proceeds of this amount.

Council currently receives 5% of this amount annually as lease income i.e., \$14,735. Should the lessees convert the leases Council would cease to receive these funds.

## INTEGRATED PLANS

## **Leading By Example**

5.1.3 Maintain sound legislative decision-making that is ethical, accountable and transparent.

#### **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

- General Manager
- Councillor Workshop

## **OPTIONS**

Option 1 (recommendation)

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The revised Coleambally Lease Conversion Policy be adopted and current lessees be notified, by mail, of its adoption.

## Option 2

Council not adopt the revised *Coleambally Lease Conversion Policy*, and the terms for conversion will be determined by Council on a case-by-case basis as requests are received.

## **ATTACHMENT**

Attachment 1: Revised Coleambally Lease Conversion Policy

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.General Manager

## ITEM NO. 3 - STRONGER COMMUNITIES FUND - JUNE 2023

Council Meeting: 25 July 2023
Report Date: 14 July 2023
Author: Finance Manager

File #: SC137

Approval: General Manager

#### **EXECUTIVE SUMMARY**

Council's priority projects for the Stronger Communities Fund, rounds 1 and 2, have previously been set.

Under the terms of the funding deed, Council provided for grants in the amount of \$1,409,748 to local community organisations.

Council has also determined a further \$13,857,332 for the major projects component of the Stronger Communities Fund.

Interest on the unexpended component of the grant is to be included for Stronger Community Fund expenditure.

#### RECOMMENDATION

The contents of the report be noted, and additional funding be voted for the Darlington Point Shire Hall upgrade in the amount of \$20,377.

## **BACKGROUND**

As at 30 July 2023, the 55 community grants projects provided for have been recognised as completed.

Of the further 36 major projects determined, 27 projects have been completed, with additional funds being expended for 2 of these projects. This includes the Coleambally sporting precinct which indicates some \$126,821.07 over expended from the original allocation, together with the Darlington Point Shire Hall upgrade which is over expended by some \$18,271.35 to date.

Funding from additional sources was anticipated to be received for the Coleambally sporting precinct works, and staff are currently pursuing this possibility.

The over expenditure of funds for the Darlington Point Hall upgrade is resultant from the additional costs for furniture, seating and the provision of crockery and cutlery in order to return the facility to a practical venue for public use.

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Further costs for the opening event to showcase the works undertaken will be expended in the 2023/24 financial year.

It is anticipated that additional funds in the amount of \$20,377 will be required to finalise this project, which could be funded from the interest earned on the unexpended funds.

#### OFFICER COMMENT

The attached spreadsheet indicates the current position of all SCF funded programs as at 30 June 2023.

The projects as listed for the town water supplies for Coleambally, Jerilderie and Darlington Point are still awaiting the completion of the Integrated Water Cycle Management Plans before works can be commenced.

## **SUSTAINABILITY**

NIL

## STATUTORY COMPLIANCE/POLICY

Quarterly updates are required to be provided to Council, with 6 monthly reports to the Office of Local Government.

# **FINANCIAL**

Council has reinvested an amount of \$1,013,220.00 in interest on the unexpended grant funds into the funding pool.

#### INTEGRATED PLANS

The operational plan will need to be amended to correctly include budgets for current incomplete programs within the Quarterly Budget Review for the September quarter.

## **CONSULTATION / ENGAGEMENT**

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- Executive
- Council
- Community

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.General Manager

## **OPTION**

Option 1 (recommendation)

The contents of the report be noted, and additional funding be voted for the Darlington Point Shire Hall upgrade in the amount of \$20,377.

# Option 2

Another resolution as determined by Council.

## **ATTACHMENT**

Attachment # 2: Stronger Communities Fund Grant Information at 30 June 2023.

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## ITEM NO. 4 - REVISED PLACE NAMING POLICY

Council Meeting: 25 July 2023 Report Date: 25 July 2023

Author: Director Planning Community & Development

File #: SC49

Approval: General Manager

#### **EXECUTIVE SUMMARY**

Presented for adoption is the revised Place Naming Policy.

## RECOMMENDATION

The revised Place Naming Policy be adopted.

## **BACKGROUND**

As a Roads Authority, Council has the responsibility for managing and approving the naming and renaming of public/private roads within the Murrumbidgee Council Local Government Area (LGA), as well as the responsibility for naming public spaces and parks.

The revised policy was presented to Council at the May 2023 Council meeting and placed on exhibition for 28 days from Monday 29 May until Monday 26 June 2023. No submissions were received during this period.

## **OFFICER COMMENT**

Following review of the current policy and relevant legislation, the attached revised Policy has been developed to guide the process for naming roads and public spaces and parks within our LGA.

#### SUSTAINABILITY

N/A

## STATUTORY COMPLIANCE/POLICY

- Road Act 1993
- Roads (General) Regulation 2000

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AS/NZS 4819:2003 Geographic Information – Rural and Urban Addressing

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## **FINANCIAL**

N/A

## INTEGRATED PLANS

## Murrumbidgee Council Delivery Program

- 1 Our Identity People And Place
- 1. 2. We celebrate, embrace and preserve our cultural identities, our heritage and diversity
- 3 Our Built Environment Liveable Places
- 3.4.1 Manage Council's utility assets in line with best practice standards and priorities

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

Councillor Workshop

## **OPTIONS**

Option 1 (recommendation)

The revised Place Naming Policy be adopted.

## Option 2

Council resolve not to adopt the revised Place Naming Policy.

## **ATTACHMENT**

Attachment # 3: Revised Place Naming Policy

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This is page 13 of 23 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 July 2023

.General Manager

## ITEM NO. 5 - REVISED TREE MANAGEMENT POLICY

Council Meeting: 25 July 2023 Report Date: 28 June 2023

Author: Director Infrastructure

File #: SC49

Approval: General Manager

#### **EXECUTIVE SUMMARY**

The proposed revised Tree Management Policy is provided for Council's consideration.

## **RECOMMENDATION**

#### That:

- The revised Tree Management Policy be endorsed by Council and placed on public exhibition for a period of 28 days, seeking community comment;
- 2. Upon completion of the exhibition period, the revised Tree Management Policy be presented to Council for adoption.

## **BACKGROUND**

A review of the records of the former Murrumbidgee and Jerilderie Shire Councils has shown the following policies exist:

## Murrumbidgee Shire Council

- A.301 Urban Tree Removal Date Adopted: 18/04/1996 Minute Number: 131
- A.302 Urban Tree Planting Policy

## Jerilderie Shire Council

- 2.02 Nature Strip (Footpath and Street Tree) Policy
- 2.11 Tree Removal and Replacement Policy

The policies recognise the importance to maintain the amenity of the urban areas by preserving existing trees and permitting the removal of established trees only in specific circumstances, within the Murrumbidgee Council Local Government Area (LGA).

## OFFICER COMMENT

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The policy has been updated to reflect the need for public consultation and to communicate with Council staff and the public of the need to provide good management of our trees.

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.General Manager

## **SUSTAINABILITY**

Nil

## STATUTORY COMPLIANCE/POLICY

That the policy be updated to reflect Murrumbidgee Council and to comply with the *Local Government Act 1993*, the *Civil Liability Act 2002* (CLA) and relevant Australian Standards. Council's duty of care is outlined in Part 5 Section 42 of the *Civil Liability Act 2002* - principles concerning resources and responsibilities of public or other authorities. Section 5M of the CLA states that a risk warning for a recreational activity can be given in writing, including by means of a sign.

## **FINANCIAL**

Nil

#### INTEGRATED PLANS

Deliverable 1.4.1 Plan for and provide excellent parks, gardens and neighbourhoods

Maintenance of parks and gardens assets

1.4.1.1 Provide and maintain Council's current parks and gardens assets

#### **RISK MANAGEMENT**

Council will conduct a regular site audit for the revised Tree Management Policy. The site audits will include inspection and assessment of risks, defects and appropriateness of existing trees, and make recommendations regarding any maintenance, trimming, and removal where required. To introduce general risk management principles for tree management in accordance with the AS/NZS: 4360/1999 Risk Management Standard:

- to minimise risks leading to civil liability claims regarding trees; and
- Tree replacement recommendation of a selected species.

#### **CONSULTATION / ENGAGEMENT**

- General Manager
- Director Planning, Community & Development
- Manager Infrastructure
- Parks and Garden Staff

care

Councillor Workshop

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..General Manager

## **OPTIONS**

# Option 1 (recommendation)

- 1. The revised Tree Management Policy be endorsed by Council and placed on public exhibition for a period of 28 days, seeking community comment;
- 2. Upon completion of the exhibition period, the revised Tree Management Policy be presented to Council for adoption.

## Option 2

Another resolution as determined by Council.

## **ATTACHMENT**

Attachment # 4: Revised Tree Management Policy

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..General Manager

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# OFFICERS' REPORTS FOR NOTING

## ITEM NO. 6 - MONTHLY INVESTMENT REPORT – JUNE 2023

Council Meeting: 25 July 2023
Report Date: 14 July 2023
Author: Accountant
File #: SC133

Approval: General Manager

## **EXECUTIVE SUMMARY**

Under Clause 212 of the *Local Government (General) Regulation 2021*, Council's Responsible Accounting Officer is required to present Council with a monthly report setting out details of Council's investments.

This report sets out details of all money Council had invested under section 625 of the *Local Government Act 1993* as at the end of June 2023.

## RECOMMENDATION

Council note the monthly Investment Reports identifying all money Council has invested under section 625 of the *Local Government Act 1993*.

## **BACKGROUND**

As at 30 June 2023, Council's total invested funds were \$35,843,790 as detailed in the attachment.

Funds invested with Bendigo Bank were approximately 56%.

Murrumbidgee Council's money-weighted rate of return (MWRR) outperformed the Bloomberg AusBond Bank Bill Index benchmark rate for both the month and the financial year to date.

## **OFFICER COMMENT**

I certify that the investments have been invested in accordance with the Local Government Act and Regulations and the Murrumbidgee Council Investment Policy.

Kaitlin Salzke

Responsible Accounting Officer

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## **SUSTAINABILITY**

NIL

## STATUTORY COMPLIANCE/POLICY

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

## **FINANCIAL**

Nil, for information only.

#### INTEGRATED PLANS

## **Leading By Example**

5.1.3 Maintain sound legislative decision-making that is ethical, accountable and transparent.

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

- General Manager
- Chief Financial Officer
- Finance Manager
- Finance Customer Service

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## **OPTIONS**

Council note the monthly Investment Reports identifying all money Council has invested under section 625 of the *Local Government Act 1993*.

## **ATTACHMENTS**

Attachment # 5: Investments as at 30 June 2023

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.General Manager

## ITEM NO. 7 - NEW COUNCIL IMPLEMENTATION FUND - JUNE 2023

Council Meeting: 25 July 2023
Report Date: 14 July 2023
Author: Finance Manager

File #: SC59

Approval: General Manager

## **EXECUTIVE SUMMARY**

Council originally received a grant of \$5m for the purposes of funding the work to be undertaken to merge the two Councils, with an additional amount of \$1,225,000 being received for specific purposes.

This report provides an update on expenditure to date of these tied and untied New Council Implementation Funds (NCIF).

## RECOMMENDATION

That the contents of the New Council Implementation Fund-June 2023 report be noted.

## **BACKGROUND**

	Amended Budget	Expenditure (Jun 2023)
PMO Staffing	\$1,400,000	\$1,600,091
Asset Management	\$330,000	\$336,300
Communications/Webpage	\$74,500	\$67,254
Information Technology	\$1,800,000	\$1,815,549
Policy Development	\$31,000	\$30,522
Human Resources (staff training and accommodation)	\$265,000	\$304,476
Marketing & Branding	\$92,500	\$92,440
Service Reviews	\$180,000	\$126,672
Signage/Uniforms/Rebranding	\$127,000	\$120,871
SCF Grant Administration	\$50,500	\$50,335
Miscellaneous	\$265,000	\$247,948
GIS Conversion Project	\$80,000	\$31,585
Integrated Telephone System	\$60,000	\$61,058
Local Representation Committee Allowances (2016/17)	\$124,500	\$124,118
Provision for adjustment to new Salary System during 18/19	\$120,000	\$335,971
	Amended Expenditure	Budget (Jun 2023)

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Systems	\$ 150,000	
Bundure Integrate & update LEP and DCP's Provision of Integrated Risk Management	\$350,000 \$150,000	\$191,718

#### OFFICER COMMENT

The remaining funds from this project amount to \$21,980 and are earmarked for the amalgamation of the LEP and associated works which are continuing.

## **SUSTAINABILITY**

N/A

## STATUTORY COMPLIANCE/POLICY

Quarterly updates are required to be provided to Council, with 6 monthly reports to the Office of Local Government.

## **FINANCIAL**

As listed.

## INTEGRATED PLANS

Amendment to overall project costing has been authorised within the operational plan and delivery programmes for the 2022-23 financial year, as per quarterly budget reviews undertaken to March 2023.

Further adjustment for the remaining funds balance will be undertaken for the 2023-24 financial year at the time of the September quarterly budget review.

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

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N/A

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.General Manager

# **OPTIONS**

That the contents of the New Council Implementation Fund-June 2023 report be noted.

## **ATTACHMENTS**

NIL

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# ITEM NO. 8 - DEVELOPMENT APPLICATIONS APPROVED UNDER DELEGATION - JUNE

Council Meeting: 25 July 2023 Report Date: 13 July 2023

Author: Director Planning, Community & Development

File #: SC210

Approval: General Manager

Address

tar

## **EXECUTIVE SUMMARY**

Information report provided to Council on Development Applications Approved Under Delegation during June 2023.

## **RECOMMENDATION**

The information contained in the Development Applications Approved under Delegation, June 2023 Report be noted.

#### **BACKGROUND**

**Application No** 

Mod DA20-4-2021 1-7 W	angamong Street Jerilderie	13/06/2023	Approved (Delegation)
Description:	Consideration in deterr	nining application:	
Service station & convenienc store		cation was assessed und and Assessment Act 1979 ot required.	

Mod DA12-2-17/18	76 Wilson Road Jerilderie	13/06/2023	Approved (Delegation)

Description: Consideration in determining application:

Public Entertainment Area Licence The development application was assessed under Section 4.15 of the

Environmental Planning and Assessment Act 1979. Neighbour notification or

**Decision Date** 

Decision Approved

agency referral was not required.

DA47-2022	16705 Sturt Highway Darlington Point	26/06/2023	Approv (Wester Riverina Plannin Pannel)

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General Manager R. K. M. Mayor

Application No Address Decision Date Decision

<u>Description:</u> <u>Consideration in determining application:</u>

5MW Micro Solar Farm The development application was assessed under Section 4.15 of the

Environmental Planning and Assessment Act 1979. Neighbour notification

and agency referral was carried out.

Mod DA24-2-2022 7346 Kidman Way Darlington Point 29/06/2023 Approved (Delegation)

Description: Consideration in determining application:

Subdivision The development application was assessed under Section 4.15 of the

Environmental Planning and Assessment Act 1979. Neighbour notification or

agency referral was not required.

Mod DA10-2-2021 1207 Donald Ross Drive Coleambally 07/06/2023 Approved (Delegation)

<u>Description:</u> <u>Consideration in determining application:</u>

5MW Micro Solar Farm The development application was assessed under Section 4.15 of the

Environmental Planning and Assessment Act 1979. Neighbour notification

R. K. M. Rae Mayor

was not required, the application was referred to RFS.

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