

## Appendix C

# Murrumbidgee Council

## GOVERNANCE REPORT

For the year ended 30 June 2024

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**Murrumbidgee**  
COUNCIL

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The following information provides details on Council's activities and is a specific requirement of the Office of Local Government.

Murrumbidgee Council's general reporting requirements are set out in section 428 of the Local Government Act 1993 (the Local Government Act) and the Local Government (General) Regulation 2005. Copies of the Act and Regulation can be accessed from [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au).

### **Council's audited financial reports**

Regulation: Act s 428(4)(a)

See Appendix A

### **Council's achievements in implementing the Delivery Program**

Regulation: Act s 428(1)

Council's achievements in implementing the delivery program can be found in Part 4 of this document.

### **A statement detailing the action taken to address any issue raised by the Anti-slavery Commissioner during the year concerning the operations of the council and identified by the Commissioner as being a significant issue**

Regulation: Act s 428(4)(c)

and

### **A statement of steps taken to ensure that goods and services procured by and for the council during the year were not the product of modern slavery within the meaning of the Modern Slavery Act 2018**

Regulation: Act s 428(4)(d)

This information is sourced from the Murrumbidgee Council Modern Slavery Report submitted to the NSW Anti-Slavery Commissioner.

## Part A: General information

### A.1 Reporting Entity Details

Reporting period: 1 July 2023 to 30 June 2024

Authorised by: John Scarce General Manager

### A.2 Procurement Spend Details

Council is yet to undertake classification of its procurement spend into GRS Due Diligence levels.

## Part B: Annual modern slavery reporting

B.1 – Significant operational issues – none identified

### B.2. Reasonable steps

#### Stakeholder engagement

- Steps to engage with stakeholders – none undertaken yet
- Engagement with external stakeholders - non

#### Salient risks

- Steps taken to identify risks: no steps taken
- Conduct or update to Salient Modern Slavery Risk Assessment: no

#### Modern Slavery Policy

- Policy adopted by Council at June 2024 meeting (senior governing body)

#### Modern Slavery Risk Management Plan

- Steps to undertake: no steps undertaken
- Risk management plan in place: no

#### Plan

- Supply chain risks for each procurement identified and

mapped: yet to be implemented

- Modern slavery risk-reducing sourcing strategy in this period: yet to be implemented

#### Source

- Selecting appropriate suppliers – steps taken – yet to be implemented
- Adopting a shared responsibility approach to contracting – yet to be implemented

#### Manage

- Monitor and evaluate supplier performance relating to modern slavery: yet to be implemented
- Auditing tier 1 supplies for modern slavery risk: not undertaken

#### Develop supplier capabilities

- Steps undertaken: none

#### Remedy

- Steps undertaken to provide or enable access to effective grievance mechanisms: yet to be implemented
- Steps undertaken to use leverage to remediate deficient practices: yet to be implemented
- Steps undertaken to withdraw responsibility: yet to be implanted

#### Report

- Steps to establish a victim-centred modern slavery reporting protocol: yet to be implemented
- Reporting protocol that prioritises victim/survivor: none

- Steps to report on modern slavery efforts: yet to be implemented
- Reporting undertaken in previous annual report: yes, in summary
- Compliance with obligations for procurements of \$150,000 or more: Yes. Obligations not yet in force.

#### Improve

- Steps taken to learn lessons: yet to be implemented
- Updated policies or procedures based on feedback and lessons: No. The policy was adopted for the first time during this period.
- Steps to train our workforce: yet to be implemented
- Percentage of trained workforce: none - yet to be implemented
- Cooperate with Anti-slavery Commissioner: staff attended sessions run by the Anti-Slavery Commissioner during the reporting period.

#### **Environmental upgrades agreements entered into by Council**

Regulation: Act s 54P(1)

Nil

#### **Special rate variations of general income**

Regulation: Special Rate Variation Guidelines 7.1

- reporting requirements set out in the Instrument of Approval: On 20 May 2015 the Independent Pricing and Regulatory Tribunal (IPART), delegate of the Minister for Local Government, issued an Instrument

of Approval under section 508A(1) of the Local Government Act 1993 permitting Jerilderie Shire Council to increase its general rates for the 2015-16 and 2016-17 years. This special rate variation primarily aimed to support road infrastructure investment. In accordance with the reporting obligations under the Instrument of Approval, Jerilderie Council was required to provide an update on the allocation and outcomes associated with these funds annually from 2015-16 until 2024-25.

- projects or activities funded from the variation and outcomes achieved as a result of the project or activities: Due to the amalgamation, comparing the originally planned expenditure with the actuals is challenging. However, the variation has continued to facilitate ongoing investment in the road network.

### **Amount of rates and charges written off during the year**

Regulation: Local Government (General) Regulation 2005 (Reg), cl 132

An amount of \$94,896 was written off as rates during the year.

### **Information about councillor induction training and ongoing professional development**

Regulation: cl 186

- Murray Darling Association Conference (24-28 September 2023): Cr R McRae
- Cyber Security & Phishing Awareness for Small Business Workshop (11 October 2023): Cr R McRae

- Stress Management for Successful Businesses Workshop (18 October 2023): Cr R McRae
- LGNSW Conference (12-14 November 2023): Cr R McRae
- Councillor Strategic Planning Workshop (2-4 February 2024): Cr R McRae, Cr R Black, Cr F Bryce, Cr C Chirgwin, Cr T Strachan, Cr R Curphey, Cr J Saxvik, Cr T Mauger

### **Details (including purpose) of overseas visits by Councillors, Council staff or other persons representing Council**

Regulation: cl 217(1)(a)

Nil

### **Total cost during the year of the payment of expenses and provision of facilities to Councillors in relation to their civic functions**

Regulation: cl 217(1)(a1) (i), (ii), (iii), (iv) (v), (vi), (vii), (viii)

The Mayor and Councillors are paid an annual fee that is within the limit set by Section 248(2) of the Local Government Act 1993.

At the May 2023 Council meeting, Council determined the annual fee levels for the 2023-2024 financial year would be \$13,030 for Councillors, with an additional fee of \$28,430 for the Mayor.

The total cost of expenses and provision of facilities for the Mayor and Councillors for the 2023-2024 financial year was \$180,342.

Specific costs as required by Clause 217 of the Local Government (General) Regulation 2005 are as follows:

- Provision of dedicated office equipment allocated to councillors: \$3,780
- Telephone calls made by councillors: Nil
- Conferences and seminars: \$4,967
- Other training and skills development: Nil
- Interstate visits including transport, accommodation and other out-of-pocket travelling expenses: \$550
- Overseas visits including transport, accommodation and other out-of-pocket travelling expenses: Nil
- Expenses of any partner, spouse or accompanying person: Nil
- Expenses involved in the provision of care for a child of, or an immediate family member: Nil

**Details of each contract awarded (other than employment contracts & contracts less than \$150,000) including:**

Regulation: cl 217(1)(a2) (i) and (ii)

- Sessions Builders Pty Ltd: Construction of Residential Dwelling - \$506,886
- The Adaptive Trust trading as DeSign: Construction of Monash Park Netball Change Rooms & Jerilderie Civic Hall Upgrades - \$2,694,857
- Wagga Trucks: Supply and deliver 2 x Hino Tippers - \$165,959
- Blacklocks Wodonga Pty Ltd: Supply and deliver Isuzu FRR MWB Truck - \$164,342
- Midland Industries Pty Ltd: Supply Quad Axle Drop Deck

Widening Low Loader - \$389,778

- Inland Trucks Pty Ltd: Supply and deliver Kenworth T610 SAR Prime Mover - \$370,209.40
- B & C Plumbing Pty Ltd: Construction of Ross Street stormwater pumping station & related works - \$437,953
- Endurequip Hoists Pty Ltd: Supply portable truck hoist and attachments - \$170,000Q-Max Pumping Systems Pty Ltd: Supply and install sewer pump station – Young St - \$174,319
- CRS (NSW) Pty Ltd: Mill, supply and lay heavy patches - \$163,152
- Stabilco Pty Ltd: Stabilisation works - \$322,788
- Menz Plant Pty Ltd: Bitumen Sealing - Panel Supplier for 2 years
- Downer EDI Pty Ltd: Bitumen Sealing - Panel Supplier for 2 years
- Capital Lines & Signs Pty Ltd: Linemarking - Panel Supplier for 2 years
- Hutcheon & Pearce: Supply and deliver John Deere Terrain Cut Mower - \$150,500

**Summary of amounts incurred by Council for legal proceedings**

Regulation: cl 217(1)(a3)

Council did not incur any expenses in relation to legal proceedings taken by or against Murrumbidgee Council. However, \$27,281 was incurred for legal costs relating to various contracts, agreements and orders.

**Resolutions made concerning work carried out on private land**

Regulation: cl 217(1)(a4) and Act s 67, 67(2)(b)

No resolutions were made concerning work carried out on private land.

### **Grants to financially assist others**

Regulation: cl 217(1)a5 and Act s 356

Council made a total of \$59,124 in grants to the following people, local community groups and organisations:

Local schools: \$700

Student scholarships: \$5,400

Southern Sports Academy: \$200

Grants to community groups: \$52,824

### **External bodies who exercised functions delegated by Council**

Regulation: cl 217(1)(a6)

Standing and Special Committees of Council

Internal Audit, Risk & Improvement Committee

General Manager's Review Committee

Darlington Point Caravan Park Committee

Darlington Point Floodplain Risk Management Committee

Traffic Committee

Local Emergency Management Committee

Section 355 Committees of Council

Coleambally Australia Day Committee

Jerilderie Australia Day Committee

Coleambally Townlife Committee

Darlington Point Townlife/Australia Day Committee

Heritage Darlington Point

Balmeringa Management Committee

Central Coree Sports Complex Management Committee

Yamma Recreation Reserve Management Committee

Jerilderie Tidy Towns Committee

Advisory Committees

Monash Park Users

Coleambally Sports Precinct Advisory Committee

Boat Ramp Darlington Point-Advisory Committee

Darlington Point Master Landuse Plan Advisory Committee

Murrumbidgee Business Chamber

Murrumbidgee Economic & Tourism Advisory Group (METAG)

External Committees with Council Representation

CICL/Coleambally Environmental and Reference Committee (CERC)

Kidman Way Promotional Committee

Newell Highway Promotional Committee

Mid Murray Zone Bushfire Management Committee

Berrigan Jerilderie Community Network

MIA Zone Bushfire Management Committee

MIA Zone Rural Fire Service Liaison Committee

Murray Darling Association

Western Riverina Libraries Committee

South West Zone Library Committee

Western Riverina Arts

Roads and Maritime Services Consultative Committee

Riverina & Murray Joint Organisation

Western Region Joint Planning Panel

**Corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which Council held a controlling interest**

Regulation: cl 217(1)(a7)

Council did not hold a controlling interest in any companies during the financial year.

**Corporations, partnerships, trusts, joint ventures, syndicates or other bodies in which Council participated**

Regulation: cl 217(1)(a3)

Council is involved in a joint venture for the provision of library services. Western Riverina Libraries is a co-operative of five Councils. These are Murrumbidgee Council, Griffith City Council, Narrandera Shire Council, Carrathool Shire Council and Hay Shire Council. The joint venture provides up-to-date library services to all areas, and particularly to people in remote locations.

The mobile library service, jointly owned by Murrumbidgee Council and Griffith City Council, makes weekly visits to the townships of Coleambally and Darlington Point.

Council expenditure on Library Services amounted to a total of \$284,130.

Other organisations, facilities and arrangements we are involved with are:

- Riverina & Murray Joint Organisation (RAMJO) – to explore local government resource sharing, strategic alliances, lobbying and promotion opportunities.
- Statewide Mutual – a mutual pool scheme providing liability and general insurance cover to NSW Councils.

- StateCover Mutual – a company providing workers' compensation insurance cover to NSW Councils.
- Kidman Way Promotional Committee – Member Councils are Murrumbidgee, Griffith City, Carrathool, Cobar and Bourke.
- Murrumbidgee Trails (Leeton, Lockhart and Narrandera)
- Ned Kelly Touring Route (Wangaratta, Indigo, Benalla, Strathbogie, Mansfield, Mitchell Shire)
- Western Riverina Drought Resilience Plan (Griffith, Leeton and Narrandera)
- Western Riverina Arts (Griffith, Leeton, Narrandera)
- Regional Development Australia – Riverina
- Newell Highway Taskforce committee
- Sturt Highway Taskforce Committee

**Activities to implement the Equal Employment Opportunity (EEO) Management Plan**

Regulation: cl 217(1)(a3)

Our EEO plan identifies key actions to be undertaken to address the organisation's EEO responsibilities.

The plan aims to eliminate and ensure the absence of discrimination in employment, promotion, training and transfers on the grounds of race, sex, age, pregnancy, sexual preference, disability, marital status, political opinion, social origin or religion, past convictions and carers' responsibility.

Council has continued to work towards ensuring its human resources and training policies and procedures conform to EEO



principles and demonstrate fair practice.

### **Total remuneration package of the General Manager**

Regulation: cl 217(1)(b)(i), (ii), (iii) (iv), (v)

The General Manager's total remuneration cost included:

- Total value of the salary component of the package: \$248,640 and \$30,000
- Total amount of any bonus, performance and other payments that do not form part of the salary component: nil
- Total amount payable by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the general manager may be a contributor: \$30,800
- Total value of any non-cash benefits for which the general manager may elect under the package: \$26,710
- Total amount payable by way of fringe benefits tax for any such non-cash benefits: \$13,850

### **Statement of the total remuneration packages of all senior staff members (other than GM), expressed as the total (not of the individual members) including:**

Regulation: cl 217(1)(c)(i), (ii), (iii), (iv), (v)

- Total value of salary components of their packages: \$221,008.62
- Total amount of any bonus, performance or other payments that do not form part of salary components of their packages: nil

- Total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which any of them may be a contributor: \$15,206
- Total value of any non-cash benefits for which any of them may elect under the package: \$7,980
- Total amount payable by way of fringe benefits tax for any such cash benefits: \$19,672

### **Statement of total number of persons who performed paid work on Wednesday 14 February 2024, including, in separate statements**

Reg cl 217 (1)(d)(i),(ii),(iii),(iv)

- Persons employed by the council on a permanent full-time, permanent part-time or casual basis under a fixed-term contract: 100
- Persons employed by the council as senior staff members: 2
- Persons engaged by the council, under contract or other arrangement with the person's employer, wholly or principally for the labour of the person: 3
- Persons supplied to the council, under contract or other arrangement with the person's employer, as an apprentice or trainee: 2

### **Stormwater management services provided to the community**

Regulation: cl 217(1)(e)

Nil

### **Coastal protection services provided to the community**

Regulation: cl 217(1)(e1)

Nil

### **Enforcing and ensuring compliance with the Companion Animals Act**

Regulation: cl 217(1)(f)

Local staff were utilised to follow up complaints and to ensure compliance with the Companion Animals Act.

The survey of council seizures of cats and dogs 2023-24 was lodged with the Office of Local Government.

Information included in the survey included:

- 4 dog attacks were recorded on the Companion Animals Register
- 23 dogs/cats were seized
- 4 dogs were euthanised (all deemed dangerous)

The council communicated the importance of desexing dogs and cats through continuous community education campaigns, including promotional material.

The council complied with the requirement under s64 of the CA Act to seek other options to euthanasia for unclaimed animals by working with rehoming organisations and also training staff to pursue alternatives to euthanasia. A total of 10 animals were released to homing organisations.

Off-leash areas were provided at:

- Coleambally - reserve at the end of Kookaburra Avenue - forest area.
- Darlington Point - the second oval at the Recreation Reserve, King Street.
- Jerilderie - around Lake Jerilderie from Bundoora

Avenue to the Playground area  
- as signposted.

Council spent \$40,170 on managing and controlling companion animals within the Council area.

### **Proposed capital works projects where a capital expenditure review has been submitted**

Regulation: OLG Capital Expenditure Guidelines

Nil

### **Compliance with the Carers Recognition Act**

Regulation: Carers Recognition Act 2010 (CR Act), S 8(2)

Nil

### **Implementation of Council's Disability Inclusion Plan**

Regulation: Disability Inclusion Act 2014, s 13(1) Disability Inclusion Act 2014, s13(1)

Murrumbidgee Council's Disability Inclusion Action Plan outlines Council's commitment to improving accessibility and inclusion activities for people of all ages who live with a disability. This ensures access to the full range of services and activities available in the community.

Actions implemented to support the needs of people with a disability included:

- Completion of Cycleway Access Strategies Plan (formerly Pedestrian Access & Mobility Plan).
- Design stage for fully accessible lift and change toilet facilities at Jerilderie.
- Design to upgrade the Monash Park netball precinct. This will include new amenities with disabled/accessible access.

\$750,000 through the Stronger Country Communities Fund.

- Completion of amenities at Adrian Douglas Park in Darlington Point (includes disabled toilet).

### **Compliance with and effect of planning agreements**

Regulation: Environmental Planning and Assessment Act 1979, s 7.5(5)

Nil

### **Recovery and threat abatement plans**

Regulation: Fisheries Management Act 1994, s220ZT (2)

Nil

### **Inspections of private swimming pools**

Regulation: Swimming Pools Act (SP Act) 1992, s 22F(2)

- Swimming Pools Regulation 2018 (SP Reg) cl 23
- Private swimming pools: 8
- Tourist and visitor accommodation: 0
- Inspections of premises with more than 2 dwellings: 0
- Inspections that resulted in the issuance of a certificate of compliance under s22D of the SP Act: 6
- Inspections that resulted in the issuance of a certificate of non-compliance under cl 21 of the SP Reg: 3

### **Government information public access activity**

Regulation: Government Information (Public Access) Act 2009, s 125(1), Government Information (Public Access) Regulation 2018, cl 8, Schedule 2

Council did not receive any requests for Public Interest Disclosures.

### **Information included on public interest disclosure activity**

Regulation: Public Interest Disclosures Act 1994, s 31 and Public Interest Disclosures Regulation 2011, cl 4

The following information specifies the number of formal access applications lodged under the Government Information (Public Access) Act 2009. Statutory processing times were complied with in all cases.

### **Reviews**

Reviews carried out by

Murrumbidgee Council: Yes

Information made publicly available by Murrumbidgee Council: Yes

### **Applications**

- Total number of access applications received: 7
- The applications were all from members of the public (by a legal representative).
- Total number of access applications received during the reporting year that were refused: 0
- No requests for information were received from the media, Members of Parliament, private sector business, not for profit organisations or community groups, and members of the public (other).
- The applications were all access applications (other than personal information applications). There were no requests for personal information or for information

that was partly personal and partly other.

- There were no applications received that were invalid.
- There were no applications received where consideration of conclusive presumption of overriding public interest against disclosure (matters listed in Schedule 1 of the Act) was exercised.
- All applications were decided within the statutory timeframe (20 days plus extensions).

- No applications were reviewed under Part 5 of the Act.
- No applications were transferred to other agencies.

Any person who wishes to obtain access to information held by Council is encouraged to contact our public officer for assistance.

There are a number of documents available which are easily accessed via our [website](#).