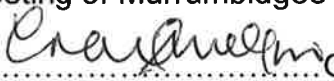


**GENERAL MANAGER'S REPORTS TO COUNCIL MEETING  
TO BE HELD TUESDAY 27 MARCH 2018**

**INDEX**

ITEM NO. 1 – OATH OR AFFIRMATION - COUNCILLOR BROWN .....	2
<b>MOTION OF WHICH DUE NOTICE HAS BEEN GIVEN .....</b>	<b>4</b>
ITEM NO. 2 - PRIVATE WORKS-COLEAMBALLY SOLAR FARM .....	4
ITEM NO. 3 - COUNCILLORS' CORRESPONDENCE .....	4
<b>DELEGATE'S REPORT .....</b>	<b>5</b>
ITEM NO. 4 - DELEGATE'S REPORT .....	5
<b>ITEMS FOR DECISION .....</b>	<b>6</b>
ITEM NO. 5 – ESTABLISHMENT OF MURRUMBIDGEE TOURISM ADVISORY COMMITTEE .....	6
ITEM NO. 6 – SWEATBOX GYM, COLEAMBALLY .....	11
ITEM NO. 7 - DARLINGTON POINT OFFICE EXTENSION .....	13
ITEM NO. 8- COLEAMBALLY 50TH ANNIVERSARY IMPROVEMENTS WORKS .....	14
ITEM NO. 9- EASY TO DO BUSINESS INITIATIVE .....	18
ITEM NO. 10 – RATES HARDSHIP POLICY .....	22
<b>COMMITTEE MINUTES .....</b>	<b>23</b>
ITEM NO. 11 - MINUTES OF THE GENERAL MEETING OF THE JERILDERIE TIDY TOWNS COMMITTEE .....	23
<b>ITEMS FOR INFORMATION .....</b>	<b>26</b>
ITEM NO. 12 - ANNUAL LEAVE, GENERAL MANAGER .....	26
ITEM NO. 13 - PRIORITY PROJECTS REGISTER-OCTOBER 2017-UPDATE .....	27
ITEM NO. 14 – MONTHLY FINANCIAL REPORT – FEBRUARY 2018 .....	39
ITEM NO. 15 – COMMUNITY SERVICES .....	42
ITEM NO. 16- WORKS IN PROGRESS 27/02/2018 TO 19/03/18 .....	47
<b>CONFIDENTIAL ITEMS .....</b>	<b>49</b>
ITEM NO. 17 - GRADER QUOTATION – 07/2017 .....	49
ITEM NO. 18 - SALE OF INDUSTRIAL BLOCKS, AMAROO AVENUE, COLEAMBALLY ....	49

This is page 1 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager ..... Mayor

ITEM NO. 1 – OATH OR AFFIRMATION - COUNCILLOR BROWN  
FILE: 03.12  
FROM: GENERAL MANAGER

Under the *Local Government Act, 1993*, Councillors (including Mayors) are now required to take an oath or affirmation of office. A Councillor must take an oath of office or make an affirmation of office at or before the first meeting of the Council after the Councillor is elected. The oath or affirmation may be taken or made before the General Manager of the Council, and Australian legal practitioner or a justice of the peace, and is to be in the following form:

***Local Government Act 1993 No 30***  
***Chapter 9 Part 2 Division 3 Section 233A***

**233A Oath and affirmation for Councillors**

**Oath**

I [*name of Councillor*] swear that I will undertake the duties of the office of Councillor in the best interests of the people of [*name of Council area*] and the [*name of Council*] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

**Affirmation**

I [*name of Councillor*] solemnly and sincerely declare and affirm that I will undertake the duties of the office of Councillor in the best interests of the people of [*name of Council area*] and the [*name of Council*] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

A Councillor who fails, without a reasonable excuse, to take the oath of office or make an affirmation of office in accordance with this section is not entitled to attend a meeting as a Councillor (other than the first meeting of the Council after the Councillor is elected to the office or a meeting at which the Councillor takes the oath or makes the affirmation) until the Councillor has taken the oath or made the affirmation.

Any absence of a Councillor from an ordinary meeting of the Council that the Councillor is not entitled to attend because of this section is taken to be an absence without prior leave of the Council.

Failure to take an oath of office or make an affirmation of office does not affect the validity of anything done by a Councillor in the exercise of the Councillor's functions.

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This is page 2 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

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


The General Manager must ensure that a record is to be kept of the taking of an oath or the making of an affirmation (whether in the minutes of the Council meeting or otherwise).

### **RECOMMENDATION**

That Councillor Brown take an oath of office or make an affirmation of office at the commencement of today's meeting, with the record of the taking of oath or making of affirmation to form part of the Minutes of the Council meeting.

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This is page 3 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

.....General Manager

.....Mayor

## MOTION OF WHICH DUE NOTICE HAS BEEN GIVEN

**ITEM NO. 2 - PRIVATE WORKS-COLEAMBALLY SOLAR FARM**

**FILE: 01.13 / 04.13 / 03.16**

**FROM: CR PHILLIP WELLS**

That a detailed and itemised report on the private works carried out for the Coleambally Solar Farm, including income and expenditure, be provided.

### **General Manager's Comment**

This report can be presented when all the income and expenditure has been recorded and reconciliation has been carried out.

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**ITEM NO. 3 - COUNCILLORS' CORRESPONDENCE**

**FILE: 03.16**

**FROM: CR RUTH McRAE**

That all correspondence with individuals proposing business partnerships be handled by the General Manager.

### **General Manager's Comment**

Recently a business man has approached Council proposing sale of land to Council with various business offsets. This matter was dealt with by Council at the December 2017 meeting, when the proposals were rejected. Recently the individual has reintroduced the matter and approached Councillors by group email. The best approach is that this category of emails be passed on to the General Manager, with any comment from Councillors made to the General Manager, and no direct response to the writer. The General Manager will register the correspondence, provide a report to Council when necessary in consideration of all comments received, and make appropriate responses on Council's behalf.

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This is page 4 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



.....General Manager

.....Mayor

# DELEGATE'S REPORT

## ITEM NO. 4 - DELEGATE'S REPORT

FILE: 07.06.01

FROM: WESTERN RIVERINA ARTS DELEGATE

On Tuesday, 20 March 2018, I attended the Annual General Meeting and General Meeting of Western Riverina Arts.

### Annual General Meeting

All executive positions returned.

Griffith is yet to nominate a community representative.

### General Meeting

Report positive for strategic planning workshop. A full report from the presentation is not yet available, it will be tabled at the next meeting.

Upcoming events:

- "Murru" textiles workshop;
- Artists' exhibitions in May and June;
- Music event in Griffith this Saturday;
- Networking session in Leeton in April.

Regional Arts Development Officer, Derek Motion advised he has attended meetings at Griffith Art Gallery, Griffith Conservatory Advisory, Create NSW, an infrastructure planning day in Wagga Wagga, and will be attending the 2025 Summit in Sydney this Friday.

Locally, the Board is hoping to partner with local libraries to host exhibitions of students' HSC art projects this year. This will realise an opportunity to align with Council strategic plans by engaging with the youth and the arts and culture experience.

In this regard Western Riverina Arts are seeking grant opportunities to purchase a covered trailer which would allow exhibitions to be transported across the WRA region.


Funding for Taste Coly was agreed to, with the format to be along the same lines as previous years.

Next meeting in Griffith.

Cr Faith Bryce

**DELEGATE**

This is page 5 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager

.....Mayor

## ITEMS FOR DECISION

### ITEM NO. 5 – ESTABLISHMENT OF MURRUMBIDGEE TOURISM ADVISORY COMMITTEE

FILE: 01.06

FROM: GENERAL MANAGER

#### Executive Summary

Strong civic and business leadership and strategic planning are hallmarks of successful local economies. In October 2017 Council resolved:

#### *Minute No. 221/10/17*

- *Cr Ruth McRae and another Councillor be nominated to assist in the development of a Murrumbidgee Tourism Plan and the establishment of a Tourism Advisory Committee;*
- *A Murrumbidgee Tourism Plan be prepared, with completion recommended as February/March 2018;*
- *A Murrumbidgee Tourism Advisory Committee be formed in February 2018, with input to the Committee membership overseen by Cr McRae and the nominated Councillor.*

The development of the tourism plan has been responsive to the delivery of a Destination Management Plan (DMP) for the State Government funded Destination Riverina Murray. This Plan was released 21 March 2018. Council has informed the DMP through participation in a regional workshop. The draft DMP was referred to Council in mid-March 2018. Comment and input was supplied to Destination Riverina Murray through the Economic, Tourism and Community Development Manager. A copy of the Destination Riverina Murray DMP will be circulated at the Council May meeting.


Background work on the local Murrumbidgee DMP has been undertaken. The local Murrumbidgee tourism plan will now be aligned to the regional DMP with input from Cr McRae and the nominated Councillor. Estimated completion for circulation of the draft is May 2018.

The Murrumbidgee Council has requested a Tourism Advisory Committee be formed to support strategic planning and initiatives for advancing local capacity. It is recommended the local tourism plan be referred from Council to the newly formed Advisory Committee before formal endorsement.

Given the geographic and sectoral size and structure of the local economy, and the efficiencies around resourcing business and tourism leadership groups, a joint Business and Tourism Group is proposed to be initiated. A review after 18 months of operation is recommended to ensure relevance and responsiveness to industry and community need.

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This is page 6 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



.....General Manager

.....Mayor

In the start-up phase, and given the advisory nature of the remit, it is not proposed that the Group be formalised as a Section 355 Committee of Council. Administration, support to members, and reporting back to Council on Group outcomes will be through the Economic, Tourism and Community Development portfolio.

## **Background**

The objective of the Murrumbidgee Council Business & Tourism Advisory Group will be to act as a conduit for information and support to Council in the promotion and advancement of business and tourism development within the Council area.

The Group's role and purpose is proposed as:

- Inform the development and the review of Council's strategic priorities for sustainable economic and tourism growth;
- Represent the small to medium enterprise sector and the local tourism industry in industry engagement and consultation processes as convened or approved by Council;
- Make recommendations to Council on matters relating to business and tourism development that assist the growth of a stronger, more diverse local economy;
- Promote the direct and indirect value and benefits of economic and tourism development within the local area;
- Be a positive advocate for business development within the Murrumbidgee Council area; Western Riverina sub-region; and on a regional, state and national basis.

## **Meetings**

It is proposed the Group will consist of six business and industry representatives and 2 Councillors (including the Mayor).

It is recommended the group meets no less than half yearly. Additional meetings may be convened by Council in response to emerging issues, a need for advisory services, or for the purpose of local industry consultation. Attendance at industry engagement forums, Government consultation processes, or strategic planning workshops may be requested by Council from time to time.


## **Membership**

Group membership is proposed to be skills- based, reflective of the local business and tourism industry. It is recommended membership be voluntary and non-remunerated. Reimbursement of expenses for pre-approved travel outside the local area could be considered.

It is recommended members have practical experience as a business owner or operator, accompanied by currency of skills and knowledge in the small to medium enterprise sector, or in an industry or professional sector relevant to the Murrumbidgee economy. Membership of local or industry peak-bodies or associations will be well-regarded. It is recommended membership include a minimum of four tourism specific representatives, with business membership drawn from small business, industry and agricultural sector representatives.

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This is page 7 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager

.....Mayor

## **Recruitment**

Nomination to the Murrumbidgee Council Business and Tourism Group is proposed as open to appropriately skilled business and industry representatives. Third-party and/or self-nomination is recommended as acceptable.

The Nomination Form will be downloadable from Council's website. Nominations on the approved form should be lodged with the General Manager on or before 5pm on Friday 4 May 2018.

## **Administration**

The Group will be administered through the Economic, Tourism and Community Development portfolio.

Enquiries and the nomination process will be administered through Council's Economic, Tourism and Community Development Manager, Ms Gerrie Carr-MacFie.

## **Contract Implication**

Members of the Advisory Group will be requested to sign a Confidentiality Agreement and a Code of Conduct.

## **Financial Implication**

The Advisory Group positions are a non-remunerated community service. The administration costs will be managed through the Economic, Tourism & Community Development Manager, and any associated costs will be sourced from within the Economic, Tourism & Community Development budget.

## **Policy Implications**

The Business and Tourism Advisory Group will support Council's current policies and processes.

## **Legal/Statutory Implications**

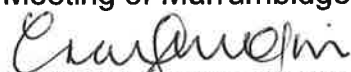
Nil identified

## **Risk Implications**

There is no foreseen risk, or limited risk.

## **Community Implications**

The Business and Tourism Advisory Group supports Council's economic and tourism development and community engagement remit.



.....General Manager

.....Mayor



## **Environmental Implications**

Not applicable.

## **Strategic Implications**

The Business and Tourism Advisory Group supports and aligns with Council's Community Strategic Plan (CSP), Strategic Theme: Economy – specifically strategies:

1. Promoting the regional economy;
2. Jointly promoting and developing tourism strategies and opportunities within the region; and
3. Supporting and encouraging new and existing business and industry.

## **Consultation**

Internal consultation conducted with the General Manager, Assistant General Manager, Corporate & Community Services, and the Economic, Tourism & Community Development Manager.

## **RECOMMENDATION**

That:

1. A local Murrumbidgee Council Destination Management Plan aligned to the Regional Plan be finalised, with input from Councillor McRae, a nominated Councillor, and in consultation with a Murrumbidgee Council Business and Tourism Group;
2. Nominations be sought for appointment to the Murrumbidgee Council Business & Tourism Advisory Group;
3. The Group will act as a conduit for information and support to Council in the promotion and advancement of business and tourism development within the Council area;
4. The Business and Tourism Advisory Group's role and purpose is to:
  - Inform the development and the review of Council's strategic priorities for sustainable economic and tourism growth;
  - Represent the small to medium enterprise sector and the local tourism industry in industry engagement and consultation processes as convened or approved by Council;
  - Make recommendations to Council on matters relating to business and tourism development that assist the growth of a stronger, more diverse, local economy;
  - Promote the direct and indirect value and benefits of economic and tourism development within the individual townships and agricultural surrounds, and across the Murrumbidgee Council area;

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This is page 9 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



General Manager

Mayor

- Be a positive advocate for business and tourism development within the Murrumbidgee Council area, Western Riverina sub-region; and on a regional, state and national basis.
5. Group membership will comprise nine business and industry representatives and 2 Councillors (including the Mayor);
  6. The Group will be skills-based, reflective of local industry sectors, and representative of individuals in businesses or industries located, or with significant interest, in the Murrumbidgee Council area;
  7. The group will meet no less than half yearly. Additional meetings may be convened by Council. Attendance at industry engagement forums, Government consultation processes, or strategic planning workshops, may be requested by Council from time to time.

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This is page 10 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

  
.....General Manager

.....Mayor

**ITEM NO. 6 – SWEATBOX GYM, COLEAMBALLY**

**FILE: 03.13.08A-16**

**FROM: GENERAL MANAGER**

Mr Joe Briggs, on behalf of the Sweatbox Gym, Coleambally, spoke informally with Councillors regarding the gym proposal, following the Council meeting of 23 November 2018.

Sweatbox Gym is currently in the Coleambally CBD in rented premises, with no lease agreement as the owner is currently proposing to sell the building. Sweatbox Gym are seeking a permanent home.

Discussions occurred some time ago about the gym being relocated to the Coleambally Sports Precinct when new change rooms were built, squash court upgraded etc.

The Committee feels this is a less desirable option, as the Sports Precinct is a multipurpose venue, and they do not wish to relocate to the sports ground. The Committee indicates their preference for the main street location as they have been there for 18 months and feel it is a good asset to the main street, and brings business to the town.

The Committee believes that the proposed new location behind the main street will free up main street parking, yet is only a matter of walking across the lane to get to shops. With plans to conduct seniors' classes, the current and proposed location will provide better access for seniors than can be provided at a Sports Precinct site.

It has been indicated that the proposal is that one side of the new building will be the gym (permanent) and the other side will provide space for indoor cricket; netball; soccer; badminton etc. This side could also be utilised by the community for events such as Australia Day, indoor markets etc as it is located in very close proximity to John McInnes Square.

The Committee is seeking to build on Council owned land as shown on the attached plan (attachment # 1) and they would be seeking to have land donated by Council. The plan indicates other lots owned by Council in close proximity, which should be considered in conjunction with this request.

The structure planned is defined by the attached quote (attachment # 2), which describes a \$500,000 project, the Committee indicates that they hold approximately \$20,000 for the project, and have 67 financial members.

The Committee has provided a copy of their Business Plan (attachment # 3), with a request to present to the Council meeting today. An allocation of 20 minutes has been made to facilitate this presentation.

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This is page 11 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



General Manager



Mayor

The request includes additional information:

- a 99 year lease at reduced rate for sole purpose;
- 200 signatures on a petition supporting the preferred site (shown as location # 1) in Lorikeet Lane;
- existence of a fund raising account - current balance \$800;
- Opportunity to grow two crops on the Coleambally Demonstration Farm with 50% share of profit;
- Pledges from local businesses once land is secured;
- DA approval has been indicated as being a formality;
- Preparing for a Sporting Grant Application;
- Keen to have a commitment from Council prior to the Coleambally 50<sup>th</sup> Celebrations, with indications on the site to attract financial support.

I have attached a copy of the Sports Precinct Master Plan which is in its first draft (attachment # 4) for consultation purposes. I have identified on this plan a possible location for this initiative, however this land is owned by the Coleambally Community Club and we are commencing discussions with the Club to gain access to a portion of this land for improvements to the entrance road as part of the Sports Precinct. Those discussions will include the availability of locating the proposed Gym at this site.

This ambitious project is to be applauded, proposing to provide facilities beyond the Sweatbox Gym. The Business Plan lists, in addition to the gym requirements: indoor netball, soccer and well as badminton, table tennis, carpet bowls, volleyball and fitness classes.

The land requested is a prominent commercial lot which has been the focus of attention for new business activities over time. Any allocation by donation or lease for a permanent structure will need to be made in the context of all the master planning considerations currently being made by Council. There are a number of possible locations which could be considered as we progress the Sports Precinct Master Plan and the Town Master Plan to completion. The proposed structure is a considerable time off being constructed, but does require some certainty to satisfy fundraising success and grant applications.


The Committee expresses concern that fundraising will be hampered if a site is not secured in time for the 50<sup>th</sup> Celebrations. That would be substantially allayed by a commitment from Council to supply adequate land for the project by sale or lease in advance of identifying the location.

## **RECOMMENDATION**

Council allocate land in Coleambally to meet the agreed building to house the Sweatbox Gym by 99 year lease or sale.

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This is page 12 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

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

**ITEM NO. 7 - DARLINGTON POINT OFFICE EXTENSION**

**FILE: 04.07**

**FROM: ASSISTANT GENERAL MANAGER, INFRASTRUCTURE & ENVIRONMENT**

**Background**

In October 2017 following the request for quotation process, Energy Architecture was appointed to develop the architectural plans/design for the Darlington Point office extension.

The project objective is to extend the existing Murrumbidgee Council office building located at Darlington Point to create an effective and efficient workplace, able to provide a comfortable and healthy indoor environment for staff during operations. In addition, it aims to enable efficient use of resources such as energy, water and fit out material, effective waste management and recycling.

**Issues**

In January 2018 the appointed consultant presented draft concepts for the extension design that was widely consulted with the staff and Council. Subsequently, final plans were developed to facilitate the engineering design and construction. A copy of the final draft plans for the Darlington Point office is attached (attachment # 5).

**Conclusion**

The proposed concept plans provide a good, robust concept that can be implemented without major reconstruction of the existing office building. It would also not impact on the visual presentation of the existing office building. To proceed with the next stage of the project, which is the structural, electrical, mechanical and services design, Council approval of the architectural design is required.

**RECOMMENDATION**

The final draft architectural plans for the extension to the existing Council office building in Darlington Point be approved.



.....General Manager

.....Mayor

**ITEM NO. 8- COLEAMBALLY 50TH ANNIVERSARY IMPROVEMENTS WORKS**

**FILE: 04.25.18**

**FROM: ASSISTANT GENERAL MANAGER, INFRASTRUCTURE & ENVIRONMENT**

**Background**

At the February 2018 Council meeting, the Council resolved to adopt the proposed improvement works program, including:

- Town Entrance - repaint the existing signage, update the information boards;
- Refurbish Toilet Blocks - refurbish existing toilets at McInnes Square and Lions Park;
- Sporting Precinct Entrance Works - construct additional line for the traffic in order to separate entering and exiting traffic, improve the surfacing of the internal roads and construct parking bay;
- Walking Track - construct walking track from Sandpiper Street to the existing walkway near St Peter's Primary School.

**Issues**

**Coleambally Toilet Refurbishments**

Both facilities at McInnes Square and Lions Park were inspected by licensed builders and we are waiting for their formal quotations to be submitted.

**McInnes Square Toilet Block**

Scope of works:

1. New guttering and downpipes;
2. Doors and jambs;
3. External and internal painting;
4. New LED lighting on sensors;
5. Compliant Enware accessible toilet fittings (hand rails etc);
6. Floor and wall tiling to ceiling;
7. Cleaner's sink;
8. Hand dryer and soap dispensers.

The building contractor's estimation is \$50,000.00 +GST, whilst still waiting on contractor quotations.

**Lion's Park Toilet Block**

A building contractor has inspected the toilet block at the Lions Park and identified a number of issues that make the proposed refurbishment unviable, including the below factors, with the cost of refurbishment being \$100,000 +GST to bring it up to an acceptable standard. Also, due to the age and condition of the toilet block, the

This is page 14 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



General Manager

.....Mayor

likelihood of unforeseen additional costs during the refurbishment process is very high.

- Single skin brickwork does not allow services to be chased in, therefore restricting layout changes;
- The disabled bathroom is unable to be made compliant with current requirements;
- Poor water-proofing will affect the lifespan of any refurbishment works;
- The structure of the ventilation bricks are in poor condition which affects the structural integrity of the entire structure; and
- Lifespan of the refurbishment works is limited due to the above.

The contractor's recommendation is to demolish the brick structure and install a prefabricated metal toilet block "Landmark Caretaker K905" with a skillion roof. The estimated cost of the prefabricated option is \$80,000.00 +GST. This option would provide an equivalent amenity to what is currently available, as well:

- Fully compliant accessible bathroom with baby change table;
- Revised male layout with 1 toilet, 1 hand basin;
- Revised female layout with 1 toilet, 1 hand basin;
- Cleaner's store with sink;
- Compliant, accessible toilet fittings (hand rails etc);
- Hand dryer and soap dispensers;
- New LED lighting on sensors



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This is page 15 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

*Crashman*

General Manager

.....Mayor

DRAFTING ORIGINAL 12/10/12 (MAF)



.Mayor



## Coleambally Town Entrance

The below concept for the entry sign has been developed based on consultation with a number of stakeholders:

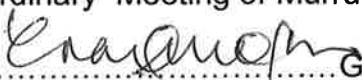


## RECOMMENDATION

That:

1. The Lions Park Toilet Block, Coleambally be replaced with the prefabricated Landmark unit;
2. The proposed graphic design for the Coleambally town sign be approved.

This is page 17 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager

..... Mayor

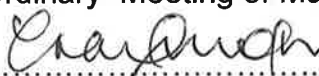
**ITEM NO. 9- EASY TO DO BUSINESS INITIATIVE**  
**FILE: 02.18.05**  
**FROM: ASSISTANT GENERAL MANAGER, CORPORATE & COMMUNITY SERVICES**

## **BACKGROUND**

1. The Small Business Friendly Councils (SBFC) Program provides NSW Councils with information, initiatives and resources to build capacity and help support local business. The former Jerilderie Council was a member of the program.
2. The Easy to Do Business initiative is a new and integral part of the SBFC and is a joint initiative of the Department of Premier and Cabinet, the Customer Service Commissioner, the Office of the NSW Small Business Commission and Service NSW (SNSW) to make NSW the easiest state to do business.
3. The Economic Tourism and Community Development Manager arranged a meeting in December 2017 between the Small Business Commissioner, the General Manager and Mayor in Sydney, to discuss the new Easy to Do Business program and general support for small business.
4. RAMROC received a presentation on 2 February 2018 (attachment # 6). Given the recent large industry investment in the region and potential projected population growth, the initiative now has stronger alignment with Council's longer term strategic objectives and goals.
5. The purpose of the collaboration between Murrumbidgee Council and Services NSW is to:
  - a. Reduce the time it takes to set up a business in New South Wales. SNSW indicates currently it takes potential small business owners up to eighteen months to set up a café in NSW, and requires 48 forms across three Government tiers to be completed to comply with seventy-five different regulations across various jurisdictions. The initiative intention is to reduce this processing period to within three months;
  - b. The initial Easy to Do Business Pilot Program was established to help business owners open and grow a café, restaurant or bar by providing a single online digital solution and personalised 'concierge' support service that included facilitation of planning permissions on outside dining;
  - c. The program will expand in future, to include other industries and the entire small business lifecycle, including starting and exiting business. This includes information, referral and in some instances facilitation on regulatory and licensing requirements from planning, to health and safety regulations.
6. SNSW now has 39 Councils signed up, with another 26 scheduled to go to resolution in the next month. Councils in Western Riverina region who have already signed up include Edward River, Murray River, Griffith and Hay Councils.
7. A Council resolution is required to initiate the partnership and delegate associated small business customer service functions in regard to licensing and regulations to SNSW;

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This is page 18 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager ..... Mayor

## ISSUES

### Process Implications

Through the initiative, SNSW will provide a digital platform and upfront information regarding requirements for potential and new business owners from all required approval authorities, including Council. A business concierge service will also be provided by SNSW to support customers through the process. Benefits include:

1. Improved support and a single information sources for target businesses;
2. Reduce process duplication through use of a single digital form;
3. Streamlining of processes associated with opening and growing a business;
4. SNSW will provide a monthly report back to Council outlining all the business owners in its LGA, what type of business they are opening and locations of those businesses; and
5. Council's existing process around the assessment of the application remain unchanged as the customers will lodge the required forms and payment directly to Council.

Under the Initiative, the process steps are as follows:

1. Customer contacts SNSW business concierge by telephone;
2. Online form is completed by the customer with the assistance of the business concierge;
3. Concierge populates required agency forms and returns to customer;
4. Customer lodges application with agencies, including Council;
5. Council assess the application using existing processes; and
6. Council advises applicant/customer and SNWS of outcome.

Council currently provides small business information and referral services through the Economic Tourism and Community Development Manager. This includes links local business network/chambers, Business Enterprise Centre business planning and training services, Easy to Do Business concierge, and online planning and skills development resources through State and Australian Government portals. Formalising the connection to the Easy to Do Business initiative could strengthen the platform for small business information and referral services.

Council has confirmed that the existing advice, forms, and lodgement channels in the Easy to Do Business initiative remain open to (Council) customers who may not be aware, don't have ICT access or otherwise. Similarly, even if a business owner does not use the digital portal, SNSW is more than happy for those business owners to contact the concierge service separately to assist in whatever way it can.

Council is required to promote the Easy to Do Business initiative through various communication channels to build program awareness, SNSW will provide resources such as media release and face book post which can be tailored to Council's requirements.

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This is page 19 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



.....General Manager

.....Mayor

Council will maintain small business information and referral services through the Economic Tourism and Community Development Manager. A training session to relevant Customer Service staff on the services provided through the Easy to Do Business and internally through Council would ensure responsiveness to small business information and referral inquiries. The Economic Tourism and Community Development Manager can facilitate an appropriate information session

### **Contract Implications**

The Council is entering into a Memorandum of Understanding (MOU) and not a contract with Services NSW. The MOU is for a twelve-month period with an option to extend at the end of that period by providing agreement in writing (attachment # 7).

If, at the end of the twelve-month period, neither party has given the other party at least ninety (90) days' notice that the MOU is to cease at the end of this period, then the MOU will continue until it is terminated by one party giving at least ninety (90) days written notice to the other party.

### **Financial Implication**

The Easy to Do Business Initiative Program is a free service for Murrumbidgee Council and its customers. SNSW has confirmed there is no longer term intention to levy a fee for the program.

### **Policy Implications**

The Easy to Do Business Initiative Program will consider and support Council's current policies and processes.

### **Legal/Statutory Implications**

The MOU is a non-binding (not legal) MOU and not intended to create legally enforceable rights or obligations for either party. It merely constitutes a statement of the mutual intention of the parties and imposes no commitment on any person to process either an agreement or constitute an obligation which is binding to Council or Services NSW.

### **Risk Implications**

There is no foreseen risk in taking up this initiative.

### **Community Implications**

The Easy to Do Business Initiative supports Council assisting new business to start up and grow by supporting a streamlined, faster approval process.

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This is page 20 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

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

## **Environmental Implications**

Not applicable

## **Strategic Implications**

The Easy to Do Business Initiative supports and aligns with Council's Community Strategic Plan (CSP), Strategic Theme: Economy – specifically strategies:

1. Promoting the regional economy;
2. Jointly promoting and developing tourism strategies and opportunities within the region; and
3. Supporting and encouraging new and existing business and industry.


## **CONSULTATION**

1. Internal consultation conducted with the General Manager, Assistant General Manager Infrastructure & Environment, and the Economic, Tourism & Community Development Manager.
2. External consultation conducted with Mr Nick Rodwell Council Engagement Manager, Services NSW.

## **RECOMMENDATION**

That Council receive this report and:

1. A Memorandum of Understanding (MOU) be authorised with Service NSW (SNSW) for the Easy to Do Business Initiative; and
2. Associated documents be authorised for execution under the Common Seal of Council, as necessary.



.....General Manager

.....Mayor

**ITEM NO. 10 – RATES HARDSHIP POLICY**

**FILE: 03.06**

**FROM: ASSISTANT GENERAL MANAGER, CORPORATE & COMMUNITY SERVICES**

The integration of the policies from the two former Councils is an ongoing process for Murrumbidgee Council. Work is currently underway on reviewing and integrating the policy registers of the former Councils into a single document. The documents form part of the Public Policy Register, which will be presented to Council for endorsement and adoption. Where it is relevant to seek input from the community, the policies will be placed on Public Exhibition to facilitate this process.

The draft Rates Hardship Policy is being presented to today's meeting (attachment # 8).

Section 160 of the Local Government Act states that Council must give public notice of a draft local policy after it is prepared, by placing the document on exhibition for a period of not less than 28 days, and allow a period of not less than 42 days for the community to make submissions. The section also states that Council should provide information that is "appropriate or necessary to better enable the draft local policy and its implications to be understood.

**RECOMMENDATION**

That Council endorse the draft Rates Hardship Policy, and the document be placed on Public Exhibition in accordance with Section 160 of the Local Government Act.



.....General Manager

.....Mayor

## COMMITTEE MINUTES

**ITEM NO. 11 - MINUTES OF THE GENERAL MEETING OF THE JERILDERIE TIDY TOWNS COMMITTEE, THURSDAY 1 MARCH 2018. MEETING OPENED AT 6.00PM**

**FILE: 02.09**

**Present:** Ian Sneddon (chair), Sadie Herrick, Faith Bryce, Fred Scammell, Isobel Milne, Joan Ferris, Joan Kuschert, Elaine Forbes, Gwen McLaughlin.

Chair welcomed our newest member, Gwen McLaughlin to our wonderful committee.

**Apologies:** Robyne Sneddon, June Scammell, Garry Borger, Ann Wright, Richard Wright, Chris Girdwood, Polly Fisher, Dot Mills, Graham Mills, Ruth McRae, Loretta Marriott, Pat Godfrey, Alan Knight, Judy Knight.

Moved Isobel Seconded Faith that the apologies be accepted.  
Carried.

The Minutes of the last meeting were accepted as read on the motion of Forbsey Seconded Faith.  
Carried.

### **Business arising from the Minutes:**

- Community Grants projects are about to start. Yey!! You little ripper!!
- Granite organised for southern entry sign.

### **Treasurer's report as tabled by His Eminence:**

Moved Sneds Seconded Isobel that the Treasurers Report as tabled be accepted.  
Carried.

### **Correspondence:**

#### **Inwards:**

- Emails to members
- Emails and bin stickers from John Craig Ramroc.

#### **Outwards:**

- Letter to Ros Lockhart re thanks for fuel cards.

Moved Joan F Seconded Fred that correspondence be accepted.  
Carried.

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This is page 23 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



.....General Manager

.....Mayor

### General Business:

- Sadie read from Council Minutes that \$450,000 has been allocated for the Independent Living Units.
- Gwen reported on a hole in ground at bridge over Billabong. Faith will report this back to Council.
- Thanks to Pom and Faith for once again tidying up Horgan's Walk.
- Working bee for Bush Tucker Trail before Show 'n Shine and Memorial Gardens for ANZAC Day.
- Date set at Tuesday March 20, 2018 for working bee.
- Sadie informed meeting that another new member will join our ranks. Judy Knight will bring our numbers to 25. Are we good or are we just fabulous?
- Gwen suggested that committee advertise when we need any plants etc. Sadie will do this through our Facebook page.
- Faith inquired if tree planting at Sports Club was to go ahead and when. Sneds will make enquiries.
- Sadie told how we acquired the granite for the entrance sign. "Didn't do anything really. Just drove in to quarry and met a nice man named Russell and he donated the stone and it will be delivered and Bob's your uncle, all sorted."
- Sadie to write to Council regarding Maintenance Program for Tidy Towns Office/Community Facility. (should have done it last month!!)

**Meeting Closed: 6.40pm**

**Next Meeting: April 5, 2018**

**At: Our Office**

**Time: 6.00pm**

.....  
**President**

**date**

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This is page 24 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



.....General Manager

.....Mayor



**WHO, WHAT, WHERE & WHEN.**

**Sadie to write to Council re maintenance projects.**

**Sneds to inquire if tree planting at Sports Club will go ahead.**

**Working Bee for Bush Tucker Trail and Memorial Garden – Tuesday March 20, 2018 at 5.00pm.**

**Remember sunscreen when out and about and drink plenty of water.**

**Take care of each other and yourselves.**

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Page 1

**JERILDERIE TIDY TOWNS COMMITTEE**

27/02/18

**Account QuickReport**

**As of March 1, 2018**

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>BENDIGO BANK A/C</b>							6,453.84
Cheque	1/02/2018	59	G MILLS	TROPHY EN...	-SPLIT-	-19.20	6,434.64
Cheque	1/02/2018	60	XMAS LIGHT PRIZES		-SPLIT-	-160.00	6,274.64
Deposit	2/02/2018			Deposit	FINES & TRAV	28.00	6,302.64
Deposit	27/02/2018			Deposit	SHOW & SHINE	250.00	6,552.64
<b>Total BENDIGO BANK A/C</b>						98.80	6,552.64
<b>TOTAL</b>						98.80	6,552.64

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This is page 25 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



General Manager

Mayor

## ITEMS FOR INFORMATION

**ITEM NO. 12 - ANNUAL LEAVE, GENERAL MANAGER**

**FILE: 05.26.01**

**FROM: GENERAL MANAGER**

Councillors are advised of my approved absence on annual leave for the period 5.00pm Thursday 29 March to 8.30am on Monday 16 April 2018.


During my annual leave, Assistant General Manager, infrastructure & Environment, Mr Peter Chudek will be Acting General Manager.

### RECOMMENDATION

The information contained in the report be noted.

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This is page 26 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

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

**ITEM NO. 13 - PRIORITY PROJECTS REGISTER-OCTOBER 2017-UPDATE**  
**FILE: 03.13.08A**  
**FROM: GENERAL MANAGER**

This report provides updates on 'Shovel Ready' Council Projects submitted or being prepared for funding applications, updates on recent funded projects, and an overview of assistance to external proponents.

Project	Funding Amount	Notes	Results
<b>SUBMITTED &amp; AWAITING DECISION</b>			
<b>Safe &amp; Secure Water</b>		<b>Expression Of Interest</b>	
Town Water Improvement: Expression of Interest to Safe and Secure Water Program (SSWP)	\$918,750 Darlington Point  \$2,449,500 Jerilderie	This is an Open Round application process. Stage 1 is 'Expressions of Interest'. Generally, there are three stages in the funding process including Scoping Study/Business Case/Design and Construct. EOI's have been submitted for Darlington Point and Jerilderie. The need and the infrastructure assessments for these two projects were well developed and matched to the funding guidelines. The townships were included on the Backlog Projects List (2016) responding to previous unfunded applications under the Country Towns Water and Sewerage Program. This work included a Business Case. The work to date by Atom Consulting has been incorporated into the EOI with latest socio-economic statistics. A request to go direct to Detailed Design & Construct phase has been made based on the work to date. However, we may be asked to go back and construct a new Business Case.	<b>Submitted March 2018</b>  EOI's for Darlington Point and Jerilderie for Design and Construct

This is page 27 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



General Manager

Mayor

		<p><u>Coleambally:</u> Atom Consulting suggests Coleambally has water treatment improvement works estimated as \$305,000. Funding for these works will be explored over coming months. A SSWP application would need to include development of a Business Case that meets SSWP guidelines.</p> <p><b>Submitted EOI's:</b> <b>Darlington Point:</b> Total Project Cost: \$1,240,000 SSWP Funding EOI comprises Safe &amp; Secure Water: \$ 918,750 Council Co-contribution: \$ 306,250</p> <p><b>Jerilderie:</b> Total Project Cost: \$3,281,000 SSWP Funding EOI comprises Safe &amp; Secure Water: \$2,449,500 Council Co-contribution: \$ 816,500</p> <p>If a Business Case to support the applications is required, additional co-contribution may be necessary. NSWHealth may be able to co-contribute.</p>	
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This is page 28 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager
  Mayor

<b>SUCCESSFUL</b>			
<b>Stronger Country Communities Fund</b>		<b>Round 1</b>	
Jerilderie Racecourse and Showgrounds Amenity Improvement	\$252,005	New Amenities Block provides for 15 toilets/1 urinal/14 hand-basins and includes disability and baby-change facilities.	<b>Successful</b>  <b>Announced February 2018</b>
Pride of Place Coleambally	\$225,000	Junior Sporting Change Rooms/Toilets at Cemetery/Town & Community Information Bays. Conservative request bundling together priority projects but leaving some allocation for Round 2 Major Project such as Sports Precinct upgrade.	<b>Successful</b>  <b>Announced February 2018</b>
Promoting & Improving Recreation & Sporting Infrastructure Darlington Point	\$222,000	Female Sporting Change Rooms/Interpretative Signing Style Guide for Tracks n Trails & Signs for Goanna Track/Town & Community Information Bays. Conservative request bundling together priority projects but leaving some allocation for Round 2 Major Project such as Coly Sports Precinct upgrade)	<b>Successful</b>  <b>Announced February 2018</b>
<b>Boating Now</b>			
Boat Ramp	\$918,000	Feedback indicates highly competitive and over-subscribed round. Negotiation on amount/activities was necessary. The final amount was relatively high in comparison to other regional projects.	<b>Successful</b>  <b>Announced January \$450,000</b>

This is page 29 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager ..... Mayor

<b>Community Building Partnerships</b>			
Keeping Bowlers/Tennis Players/Sports Users Hydrated	\$13,203	Includes Bubble taps/fans/seating for bowlers and players plus broom. Good prospects for success.	<b>Successful Announced December 2017</b>
Yamma Hall Upgrade (Playground)	\$35,408	Playground upgrade. Requested amount is at the higher end of notional allocation.	<b>\$5000 announced December 2017</b>
<b>Heritage Near Me</b>			
The Willows Jerilderie	\$90,000 Tenders indicate total work \$110,000, so some accommodations have been made.	Building repairs and maintenance to ensure fit-for-purpose use consistent with museum/gallery community space. Meeting onsite with Office of Environment & Heritage 5/12 to discuss scope of works and use of building. Subsidence on corner of building appears to be increased, OEH agreed to scope of works /compliance with grant conditions.	<b>Successful 11/10/2017</b>

<b>UNDER DEVELOPMENT</b>			
<b>Project</b>	<b>Amount</b>	<b>Notes</b>	<b>Results</b>
<b>Major Infrastructure Projects</b>			
Major Project Assessment Panel Recommendations	\$8.5m	Projects were referred to the Assessment Panel from the Priority Projects Register. In November the Panel assessed all projects and agreed a number of initiatives as priorities for Major Infrastructure Projects funding- and for referral to other sources of funding. A separate Major Projects Funding Report was prepared for Council resolution in February 2018.	<b>Assessment Panel convened 29 November, 2017. Projects have been prioritised and referred to Council for funding under the Major Infrastructure Projects allocation- or to alternative funding sources as reported herein.</b>

This is page 30 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager
  Mayor

Stronger Country Communities Fund Round 2      Murrumbidgee Allocation \$3.8m Closing 4 May 2018      50% of funding allocation must be for Sports Infrastructure			
Coleambally Sports Precinct	\$1.4m in total TBC	<p>Planning of the precinct will inform applications to SCCF. Individual applications will be prepared for individual projects contributing to the overall development of the precinct eg. Football Clubroom upgrade/senior change room and umpire amenity building including time-keepers box/car and bus parking.</p> <p>Unlikely that any one project will exceed \$1m.</p> <p>(Projects over \$1m require 25% co-contribution- This could be derived from Major Infrastructure Projects (MIP) merger funding/sporting association contributions.)</p> <p>Projects will be presented for Council prioritisation and endorsement at April meeting.</p>	<b>Application in Progress</b>
Jerilderie Pool	\$1.2m TBC	<p>Projects over \$1m require 25% co-contribution. This could be allocated from MIP merger funding.</p> <p>Quotes and planning outsourced. Most likely will be replacement of 25mtr pool/concourse/ filtration estimated around \$1m+ (subject to report from pool specialist firm).</p> <p>Project, supported by estimates from pool specialist, will be presented for Council prioritisation and endorsement at April meeting. 25% Co-contribution will most likely be required</p>	<b>Application in Progress</b>

This is page 31 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager
 
 Mayor

Waddi Housing-Arts and Cultural Education Centre	\$800,000 TBC	Refurbishment and expansion of Arts Cultural and Education space for Waddi program delivery including Warangesda exhibition and education programs. Community use space included in design. Includes demolition of existing decommissioned building that fronts Carrington Street, and construction of a street-facing cultural garden space. If unsuccessful with SCCF, will seek alternative funding through Regional Growth Fund sources if and when required.	<b>Assistance with application through Economic, Tourism &amp; Community Development Manager (ETCDM)</b>
Rice Research Australia P/L Old Barracks Events and Conference Centre	\$800,000 TBC	Restoration of heritage building as an Agricultural and Community Centre at Old Coree station. Includes meeting rooms/conference facility/accommodation servicing the rice industry and local community. Whilst the proponents have some contribution they could make, they generally do not have sufficient to match \$ for \$ requirements under alternative programs-and given the industry sector focus and proposed multi-purpose use, it may not be competitive in sector specific programs such as tourism funding.	<b>Assistance with application through ETCDM</b>
Jerilderie Sports Club (Golf)	\$100,000 TBC	Automatic watering system and car-park upgrade to assist sustainability. The Golf/Sports Club is an important piece of community, recreation and economic infrastructure	<b>Proponents to undertake preparatory work</b>

This is page 32 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.


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



SweatBox Gym New Premises Coleambally	\$500,000 TBC	Gym operates from a leased premise in Brolga Place. Plans have been drawn/quotes obtained for a new build. The proponents were preparing to submit to <a href="#">Sports Infrastructure Fund</a> <u>but focus of the Fund has shifted to regionally significant projects</u> . They are requesting contribution of Council land (cnr Arcade & Lorikeet Lns.) May seek Council assistance to submit under Stronger Country Communities Fund. A Business Case has been completed. Work to secure a site and planning permissions would be needed to firm up an SCCF application.	<b>Proponents to undertake preparatory work</b>
Jerilderie Pre-School Kindergarten Long Day Care	\$800,000 TBC	This project has received strong community support and has been under development, with planning well advanced. The Business Case is largely undocumented at this time but preliminary work appears sound. An issue is site. NSWHealth has been reluctant to commit to a rebuild on their site (there is no security of tenure in the current facility co-located in the hospital/community centre building). Proposal does not generally meet guidelines/eligibility for education sector funding for capital works	<b>Assistance with application through ETCDM</b>

This is page 33 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



General Manager

.....Mayor

UNSUCCESSFUL			
Boating Now			
Town Beach Upgrade	\$150,553	Feedback indicates highly competitive and over-subscribed round. Awaiting decision. This has been advised as a medium priority subject to availability of funds for full or part completion of Boat Ramp.	<b>Unsuccessful December 2017</b> (Could look at Crown Reserves Management Fund 2018-19 . Start investigations October/December)
Community Building Partnerships			
Darlington Point Cinerarium	\$9000	Memorial wall for cremated remains. External Quote obtained and price is around \$18,000 for a granite double sided wall plus pathway. This is a significant increase from original estimation of \$9k	<b>Unsuccessful December 2017</b>  Council to fund
Coleambally Snowy Turbine Memorialisation	\$20,700	Commemoration of Irrigation History through installation of Snowy Dethridge Turbine in Brolga Place precinct.	<b>Unsuccessful December 2017</b>  Recommend Community to fundraise

ASSISTANCE TO EXTERNAL APPLICANTS			
Project	Amount	Notes	Expected Lodgement/ Announcement
Centenary of Armistice	\$300 to \$8000	Two-part application process. Successful EOIs will be invited to apply for funding. The project is a partnership with RSL Jerilderie Sub Branch/Coleambally and Darlington Point Sub Branch. Activities totalling \$8000 include refurbish Monash and Banksi Rooms at the Jerilderie Library in tribute to service men and women - as War Archive and Reading Rooms. Publish Laurie Henery history of local war news.	<b>Invited to progress a full application for the amount of \$4000 Australian Government funding</b>

This is page 34 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

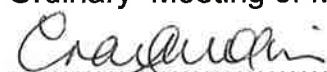


..... General Manager

..... Mayor

		Purchase war memorabilia and ephemera display cabinet for Banksi Room. Funding amount dependant on the electoral allocation of \$50,000 per Federal Electorate.	
Jerilderie Pre-School Kindergarten Long Day Care	\$500k Plus Land	Not successful with Building Better Regions application at \$1m. Explored funding for possible Demountable solution (est \$500,000) on Hospital or Council owned land. Seeking Council support to identify and obtain a site and to apply for Stronger Country Communities	Seeking assistance to Stronger Country Communities Fund  (refer to Under Development table)
SweatBox Gym New Premises Coleambally	\$500k	Plans have been drawn and quotes being obtained for a new build. Wanting contribution of Council land cnr Arcade & Lorikeet Lns. The proponents were preparing to submit to <a href="#">Sports Infrastructure Fund but focus of the 2018 program has shifted to regionally significant projects</a> May seek Council assistance to submit under Stronger Country Communities Fund. Proponents advised to develop Business Plan and long-term financial modelling- referred to Riverina BEC. Also advised to investigate alternative sites to the nominated Lorikeet Lot- including discussion with Sports Precinct users for possible co-location	Requesting Council owned land.  May seek Stronger Country Communities Fund assistance  (refer to Under Development table)

This is page 35 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



.....General Manager

.....Mayor

Jerilderie Sports Club (Golf)	\$100k	The Golf Club is seeking assistance for an Auto Water & Car Park Upgrade to leverage financial and environmental outcomes	May seek assistance to Stronger Country Communities Fund  Refer to Under Development table)
Waddi Housing-Arts and Cultural Education Centre	\$570,022	In-kind assistance to scope an application to the Regional Cultural Fund was facilitated through ETCDM. in 2017. Other sources of funding through Regional Growth Fund may become available eg Indigenous specific. However, these may require co-contribution outside of capability of proponent. Waddi Housing received excellent feedback and have been encouraged to resubmit. They have refined the project and strengthened the support through a stakeholder group that includes Griffith, Leeton Narrandera Land Councils and National Parks & Wildlife. The focus of the project is broader than the competitive Regional Cultural Fund (includes community centre/garden/social services space). Waddi has requested support for an application by Council to Stronger Country Communities Fund	Seeking assistance to Stronger Country Communities Fund  (refer to Under Development table)
Altina Interpretation Centre & Café/Conference	TBC	This is a project being developed by Altina Wildlife Park and Zoo. It includes a café/education and interpretation centre	In-kind support to develop application through ETCDM Lodgement early to mid 2018

This is page 36 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager ..... Mayor

Facilities- Darlington Point		to significantly increase visitor numbers (regional benefit). Assistance has included advocacy and introductions to Destination NSW/Tourism Minister and general assistance with scoping the funding application. A Development Application has been lodged. Business planning needs to be completed for an application under Regional Tourism Product Development Grant. Ongoing ETCDM support will be given.	
Rice Research Australia P/L Old Barracks Events and Conference Centre  Stronger Country Communities	TBC	RRAPL prepared a DRAFT application to Round 1 of SCCF. Dept Premier & Cabinet advised RRAPL to submit an application through Council under Stronger Country Communities Fund Round 2. Assistance with application is being undertaken.	Seeking assistance to Stronger Country Communities Fund (refer to Under Development table)
Heritage Grant Yanko Store	TBC	Assistance given to applicants in identifying grants and preparing application.	<b>Successful in moving to Stage 2 Assessment-</b>
Country Change	\$50,000	Council mounted a partnership application with Riverina RDA to develop a website and marketing collateral to entice new residents to Murrumbidgee/Riverina. Filming showcasing opportunities for lifestyle and employment is underway.	<b>Announced and Project Commenced.</b>  Filming of a segment for website/marketing in Murrumbidgee was facilitated in November 2017

This is page 37 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



General Manager

Mayor

Commercial in Confidence			
2 x Clients	\$150k x 2	ETCDM business clients have been referred to the Regional Tourism Development Program. Applications require support from Destination Riverina Murray. ETCDM has referred 2 clients through to Destination Riverina Murray and on-site meetings are being facilitated.	To Be Advised

## RECOMMENDATION

The Priorities Projects Register Report be adopted.

This is page 38 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.


 General Manager
 
 Mayor

ITEM NO. 14 – MONTHLY FINANCIAL REPORT – FEBRUARY 2018  
FILE: 05.13  
FROM: ASSISTANT GENERAL MANAGER, CORPORATE AND COMMUNITY

## BACKGROUND

The financial reports are presented to Council on a monthly basis. To develop this report, Council's Cash Book is reconciled with the bank balances shown in Council's bank statements as at 28 February 2018. The report shows that Council's investments have been invested in accordance with the *Local Government Act 1993, Local Government (Financial Management) Regulation 1999* and Regulations and Council policies and procedures.

## ISSUES

1. **Cash at Bank:** Council's consolidated cash position (cash and investments) as at 28 February 2018 was \$24,667,231.50, with the cash at bank amount for the same period being \$1,261,875.27;
2. **Investments:** As at 28 February 2018, Council's total invested funds were \$23,405,356.23. Average interest rates over the reporting period were 2.15%. The bulk of Council's investments (72.21%) are held in Bendigo Bank, the ANZ (7.38%) and IMB Ltd (10.82%), in accordance with the guidelines and requirements of the Financial Management Regulations.

## RECOMMENDATION

I hereby certify that: 1) the cash book was reconciled with the bank balance as shown by the bank statements as at 28 February 2018;  
2) the investments have been invested in accordance with the Local Government Act, Regulations and Council's policies.

That Council receive this report and note the financial monthly report containing the bank balances and investment schedule to 28 February 2018.

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Alison Coe  
**RESPONSIBLE ACCOUNTING OFFICER**

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This is page 39 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

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

**STATEMENT OF BANK BALANCES****2017-18****Consolidated****CASH AT BANK 31 JANUARY 2018****901,855.82**

ADD - Receipts - 28 February 2018

2,307,965.06

ADD - Receipts - Bendigo Bank

1,322,902.83

ADD - Cancelled

144.00

ADD - Adjustments

0.00

LESS - Cheques

**-88,402.66**

LESS - EFT - Autopay

**-2,831,605.07**

LESS - Payroll

**-332,214.30**

LESS - Bank Charges &amp; Transfers

**-2,175.10**

LESS - Loan Repayments

**-10,753.99**

LESS - Investments

0.00

LESS - Visa Card Pymt

**-3,346.28**

LESS - Fuel Card

**-1,245.44**

LESS - Photocopy Rental

**-1,249.60****CASH AT BANK 28 FEBRUARY 2018****1,261,875.27****CASH AT BANK 28 FEBRUARY 2018**

593,966.63

Bank Statements - Bendigo Bank

650,854.21

PLUS Outstanding Deposits

17,789.43

LESS Unpresented Cheques

**-735.00**

LESS Outstanding Autopay

0.00

LESS Reverse Autopay

0.00

**CASH AT BANK 28 FEBRUARY 2018****1,261,875.27**

Add Investments

23,405,356.23

**Total Cash and Investments****24,667,231.50****Represented by:-**

Trust Account - North

176,116.63

Trust Account - South

26,586.76

Water Fund - North

1,216,493.48

Water Fund - South

752,057.50

Sewer Fund - North

1,898,921.79

Sewer Fund - South

1,970,972.99

Domestic Waste Management - North

11,701.06

Domestic Waste Management - South

78,804.00

Unexpended Grant Funds

628,357.62

Plant Reserve - North

899,688.00

Plant Reserve - South

522,686.00

Employee Leave Entitlement Reserve-North

450,000.00

Employee Leave Entitlement Reserve-South

760,000.00

Infrastructure Reserve - North

3,986,745.20

Infrastructure Reserve - South

913,627.00

Residential Housing Reserve - North

0.00

New Council Implementation Fund

1,018,974.88

Stronger Communities Fund

8,663,175.39

General Fund

**692,323.20**

This is page 40 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.



General Manager

Mayor



**SCHEDULE OF INVESTMENTS**  
**28 FEBRUARY 2018**

<b>Institution</b>	<b>Amount</b>	<b>Rate</b>	<b>Matures</b>	<b>NO.</b>
IMB Ltd	200,000.00	1.96%	13-Mar-18	25/18
St George	524,117.16	1.80%	20-Mar-18	26/18
Bendigo	732,198.42	2.00%	18-May-18	29/18
Bendigo	1,005,167.12	2.00%	22-May-18	30/18
Commonwealth Bank	200,000.00	2.05%	17-Apr-18	32/18
NAB	204,843.09	1.85%	06-Mar-18	24/18
NAB	302,486.45	1.92%	27-Mar-18	27/18
IMB Ltd	305,957.06	2.00%	03-Apr-18	28/18
ANZ-Les Wallis	43,783.34	2.20%	29-Mar-18	22/18
SUNCORP	1,013,099.72	1.94%	10-Apr-18	31/18
IMB Ltd	402,367.12	2.45%	07-Mar-18	20
IMB Ltd	507,175.49	2.45%	17-May-18	21
IMB Ltd	512,764.63	2.45%	09-May-18	24
IMB Ltd	300,000.00	2.40%	06-Feb-18	25
Bendigo	505,966.27	2.30%	09-Apr-18	26
Bendigo	402,243.84	2.30%	07-May-18	28
ANZ	548,529.02	2.25%	14-Feb-18	29
Bendigo	1,037,153.44	2.00%	16-Apr-18	35
Bendigo	4,075,491.24	2.05%	16-Mar-17	38
ANZ	523,333.34	2.30%	03-Apr-18	39
Bendigo	1,869,059.83	2.10%	16-Jul-18	40
ANZ	611,506.46	2.30%	14-May-18	41
Bendigo	2,018,029.73	2.20%	16-Mar-18	42
IMB Ltd	303,716.64	2.40%	01-May-18	44
Bendigo	5,256,366.82	2.15%	16-Jun-17	45

**Total Investments**

**23,405,356.23**

Average Interest Rates	2015/16	2.71%
Average Interest Rates	2016/17	2.43%
Average Interest Rates	2017/18	2.15%

**PERCENTAGE OF FUNDS HELD**

SUNCORP	1,013,099.72	4.33%
ANZ	1,727,152.16	7.38%
Bendigo	16,901,676.71	72.21%
Commonwealth	200,000.00	0.85%
IMB Ltd	2,531,980.94	10.82%
NAB	507,329.54	2.17%
St George	524,117.16	2.24%

**TOTAL**

**23,405,356.23**      **100%**

This is page 41 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager

.....Mayor

**ITEM NO. 15 – COMMUNITY SERVICES**  
**FILE: 02.22**  
**FROM: ASSISTANT GENERAL MANAGER, CORPORATE & COMMUNITY**

## **BACKGROUND**

Murrumbidgee Council operates two different care models in the Local Government area (LGA), which are:

1. An outsourced care model in the south of the LGA, whereby the Berrigan and District Home and Community Support Services (BDH&CSS) is grant funded by the Commonwealth Government (My Aged Care), to deliver a range of services and programs to constituents in the LGA. Jerilderie Shire Council went out to tender to outsource the delivery of CHSP-funded programs and services in 2014/15.
2. Direct CHSP and ADHC-funded service provision by Council and Council staff (also grant funded by the Commonwealth Government), in the north of the LGA.

Services offered in both the North and South are similar, including:

- Community transport;
- Meals on wheels;
- Home modifications and maintenance;
- Social support e.g. art groups, one on one social support to access their communities;
- Domestic assistance (south);
- Personal care (south).


In the south, the Berrigan and District Home & Community Support Services based in Finley provide support to older people and their carers to live independently at home and be part of the community. This covers Barooga, Berrigan, Finley, Jerilderie, Tocomwal and surrounding areas. The Murrumbidgee Council makes no financial contribution to the Berrigan and District Home and Community Support Services because the services offered are fully funded directly from and through, the Commonwealth Government.

The Home Support Services is funded by Australian Government under the Commonwealth HSP and auspiced by the Berrigan & District Aged Care Association. All clients are asked to pay a contribution for each service.

Community Transport is also provided by Valmar Support Services, Lockhart Community Transport for those community members who meet the 'socially disadvantaged' criteria. Community Transport can be used for shopping to local supermarkets, chemists, daycare, business appointments, or visiting family and

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This is page 42 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager ..... Mayor

friends in nearby towns. The NSW Community Transport Program (CTP) which funds this service, aims to assist those people living with physical, social, or geographical factors that limit their access to public transport. The CTP aims to reduce transport disadvantage by coordinating more sustainable and cost effective transport services for the resources available. To be eligible, people must:

- a. Have a mobility disability that prevents them using conventional transport systems;
- b. Live in a more remote area of NSW without access to conventional transport systems;
- c. Need to use community facilities/resources that are unavailable during conventional public transport operating hours.

Valmar Support Services is currently providing a bus service linking Jerilderie to Cobram the first Thursday of the month and Jerilderie to Albury the third Thursday of the month. Cost to client for bus service is \$10.00 return trip. They also provide a vehicle to Jerilderie 3 days a week - on Monday, Thursday and Friday. Cost to client for vehicle service within Jerilderie - \$2.00. Cost to client for vehicle service to nearby towns - \$5.00.


The Murrumbidgee Council Multi Service Outlet in the north of the LGA, is funded to provide Meals on Wheels, Respite Day Care and Community Transport for Darlington Point and Coleambally and areas within the former Murrumbidgee Shire Council LGA.

- a. Meals on Wheels - Meals on Wheels in Darlington Point and Coleambally are currently provided through Narrandera Meals on Wheels Inc. The frozen meals are delivered to Council offices and the co-ordinators deliver them to the clients. Cost to clients is \$7.50 per meal;

Meals are also provided once per week to Coleambally clients as part of their Respite Day Care. Darlington Point clients have a lunch time meal once every 4-6 weeks at Respite Day Care. A contribution of \$7.50 is received from each client;

- b. Respite Day Care - Respite Day Care in Darlington Point meets every Wednesday morning from 10am at the Darlington Point Club for activities and morning tea. Coleambally Respite Day Care meets at either the Coleambally Community Club or the Brolga Hotel on Wednesdays commencing at 12.00 noon for activities and lunch. Bus trips are held regularly with funds provided from the Les Wallis Trust for Coleambally respite group members. Up to 40 clients attend respite in each location;
- c. Community Transport - Community Transport within the former Murrumbidgee Shire area is provided by volunteer drivers using their own vehicles. Reimbursement is paid at 70 cents per km. Meal allowances are also paid if the service is provided over meal times. Clients contribute \$16 from Coleambally to Griffith/Leeton/Narrandera, \$12 from Darlington Point

This is page 43 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager

.....Mayor

to Griffith/Leeton/Narrandera and \$40 from both Coleambally and Darlington Point to Wagga/Albury/Wodonga. Veterans' Affairs clients are covered by the Department and the service is fully reimbursed for these costs. Murrumbidgee LHD Patient Transport reimburses Community Transport the total costs for clients receiving non-urgent health related transport under the Transport for Health Scheme up to \$10,000 per year. Community Transport bus runs from Coleambally to Griffith weekly. Charges for the bus are \$10 return from Coleambally and \$8 return from Darlington Point. The bus was previously running only once per month, but further funding was received through Narrandera Shire Council from Department of Transport;

- d. Home Modifications and Maintenance - In October 2008, Murrumbidgee Shire Council took over Home Modifications and Maintenance Service (HMMS), Level 1 (\$0 - \$7500), for the Griffith City Council and former Murrumbidgee Shire areas. The program's objectives are to provide a comprehensive, co-ordinated and integrated range of basic maintenance and support services for frail, aged people and people with a disability, to support them to be more independent at home and in the community;
- e. A handyman is available for smaller jobs, and a licensed builder has been contracted for the larger modifications. A licensed builder is required to sign off on jobs over \$1000 market value. Some clients have to be referred onto Level 2 (clients needing work costing over \$7500). A home maintenance / lawn mowing service is also available for clients. Client contributions are received based on materials and labour components of modifications works and half cost of lawn mowing.

## ISSUES

### Budget

#### **South:**

Council outlays no money to the BDH&CSS, to deliver these CHSP-funded services and programs in the south, as the money comes directly from the Commonwealth Government.


#### **North:**

The total program budget for the north area of the LGA to deliver its CHSP-funded services and programs is \$361,788.88. It comprises grants and client contributions.

The direct cost, annually, to Council to deliver the programs is:

- Community Transport - \$132,010.52
- Meals on Wheels - \$30,200.00
- Respite - \$66,000.00
- Home Modifications - \$134,500.00
- Total expenditure includes Administration Charges - \$14,000.

This is page 44 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

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

Grant funding is also received from Department of Health (Federal). By program is:

- Multi Service Outlet (Community Transport, Meals on Wheels and Respite)  
- \$114,234.88
- Home Modifications - \$136,554.00

Annual client contributions by program is:

1. Community Transport - \$70,000.00
2. Meals on Wheels - \$5,000
3. Respite - \$2,000
4. Home Modifications \$20,000

### **Staffing**

#### **South:**

Council has no staff working in this function because it is outsourced to the Berrigan and District Home & Community Support Services. The BDH&CSS has 2.5 FTE (full time employees) working to deliver programs and services.

#### **North:**

Currently there are a total of 2.1 FTE employed by Council to deliver the HACC services. Four-part time co-ordinators are employed to oversee these services. Total staff costs, including on costs, is \$123,000.00.

By program the staff breakdown is:

- a. Meals on Wheels/Respite Co-ordinator in Darlington Point working 15 hours per week;
- b. Two Meals on Wheels/Respite/Community Transport/Reporting Co-ordinators based in Coleambally, working 22.5 and 15.5 hours per week respectively;
- c. Home Modifications Co-ordinator in Darlington Point working 22.5 hrs per week.

### **Reporting & Performance**

#### **South:**

The BDH&CSS does not report to Council on the delivery of its services and programs. It is required to acquit and report directly to the Commonwealth Government against budget and service provision.

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This is page 45 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager ..... Mayor

## **North:**

Council is required to directly acquit its grant funding to Government and reports statistics for all services through entry into the Data Exchange (DEX), which is sent through to the relevant authorities quarterly. This is currently administered through the Coleambally Community Care Office.

As part of introducing more management reporting, Council will also be producing a quarterly budget and performance report on the HACC's program to Council starting in April 2018.

## **National Disability Insurance Scheme:**

The introduction of the National Disability Insurance Scheme means that all ADHC funding will be finalised by 30 June 2018. The National Disability Insurance Agency (NDIA) has committed to having all ADHC funded clients assessed for NDIS eligibility by the end of March 2018. This will allow time for eligible people to receive their first NDIS plans and for ineligible people to be transitioned to alternative supports. Staff are currently undertaking third party verification for Council to make sure that they are able to supply services to those clients with NDIS funding.

Funding arrangements for the Commonwealth Home Support Programme (CHSP) has been extended until 30 June 2020 to provide certainty to the sector and pave the way for further home care reform.



## **RECOMMENDATION**

That Council note and endorse the information provided in relation to the provision and management of Community Services in the Local Government Area (LGA).

**ITEM NO.** 16- WORKS IN PROGRESS 27/02/2018 to 19/03/18  
**FILE:** 03.16.04  
**FROM:** ASSISTANT GENERAL MANAGER, INFRASTRUCTURE & ENVIRONMENT

<b>Regional Roads</b> RR552 – Conargo Road RR564 – Berrigan Road RR323 – Oaklands Road RR59 – Urana Road RR596 – Morundah Road RR356 – Berrigan/Oaklands Road RR183 – Whitton Road	Bitumen patching, Bitumen patching, Patching – parking bay. Bitumen patching,
<b>MR321 – Kidman Way</b>	Rubbish collection, slashing, re-mark segments – new markers. Heavy Patching MR 321 Segment 350 Shoulder Grading MR 321 Segment 350 Seal of Heavy Patching MR 321 Segment 350
<b>H17 – Newell Highway</b>	Rubbish collection, bitumen patching
<b>Local Road Maintenance</b>	<i>Slashing</i> Rural roads <i>Heavy Patching</i> Heavy patching on Bull Road due to damage on the road surface from a tractor implement Rural Road patching <i>Construction</i> Conargo Road Reconstruction <i>Plant Hire</i> Sharing of lime truck hire plant with Leeton Council
<b>Fixing Country Roads</b>	Conargo Road - 750 m full width and internal roads reconstruction – completed
<b>Town Streets</b>	Bitumen patching
<b>Parks and Gardens</b>	All parks and gardens maintained
<b>Private Works</b>	Kidman Way /Ercildoune Rd widening completed

This is page 47 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.

 General Manager
  Mayor

<b>Water &amp; Sewerage</b>	<p><u>Jerilderie</u></p> <p>Minor raw and filtered water service repairs. Mains flushing as per program.</p> <p><u>Coleambally</u></p> <ul style="list-style-type: none"> <li>• Minor raw and filtered water service repairs. Mains flushing as per program.</li> <li>• Bore No2 refurbishment under assessment</li> </ul> <p><u>Darlington Point</u></p> <ul style="list-style-type: none"> <li>• Installation of chlorine gas system at water tower</li> <li>• North side drain constructed at Lions Park</li> <li>• Bore No.2 removed</li> <li>• Northside water link up works</li> <li>• Water main burst and repaired at Goman Foods on Campbell Street</li> </ul> <p>Cleaning out of sludge ponds at Sewer Treatment Works</p> <p>March Averages</p> <table border="1"> <tr> <td><b>FREE</b></td><td>0.71</td></tr> <tr> <td><b>TOTAL</b></td><td>0.74</td></tr> </table> <p>* 0.3 mg/l minimum required by the Australian Water Quality Guidelines  **0.8 mg/l minimum recommended by Health Department at the Tower sampling point  ***5.0 mg/l maximum as per Australian Water Quality Guidelines</p> <p>Chlorination system has been installed, and will be operational following staff training and safety equipment installation.</p>	<b>FREE</b>	0.71	<b>TOTAL</b>	0.74
<b>FREE</b>	0.71				
<b>TOTAL</b>	0.74				
Darlington Point Boat Ramp	Request additional work quotation submitted on 01.03.2018. Reminder emailed on 19.03.2018.  No response received.				
Darlington Point Structure Plan Progress	Nil				

## RECOMMENDATION

The Works in Progress Report be adopted.

This is page 48 of 53 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 March 2018.


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



## CONFIDENTIAL ITEMS

ITEM NO. 17 - GRADER TENDER- 07/2017

FILE: 03.09.34

FROM: ASSISTANT GENERAL MANAGER, INFRASTRUCTURE &  
ENVIRONMENT

### RECOMMENDATION

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

*(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*

ITEM NO. 18 - SALE OF INDUSTRIAL BLOCKS, AMAROO AVENUE,  
COLEAMBALLY

FILE: 04.14

FROM: GENERAL MANAGER

### RECOMMENDATION

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

*(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*