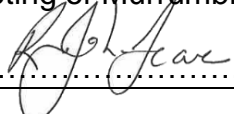
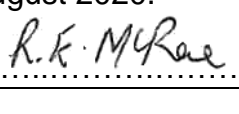


**REPORTS TO MURRUMBIDGEE COUNCIL MEETING  
TO BE HELD TUESDAY 25 AUGUST 2020**

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

## RECORDING & WEBCASTING OF MEETING

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

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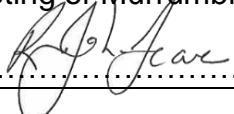
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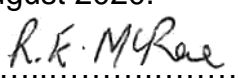
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This is page 2 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

# MAYORAL REPORT

## ITEM NO. 1 - MAYORAL REPORT

Council Meeting:	25 August 2020
Report Date:	19 August 2020
Author:	Mayor
File #:	SC217
Approval:	Mayor

As we move into the last third of 2020, we continue to take deep breaths and carry on in spite of it all, and because it's what we are tasked with doing.

Local Government has played a vital role in supporting and informing our communities since the emergence of the COVID-19 Pandemic. It is this united front that has seen us manage so well to date. I would like to take this opportunity to acknowledge our leadership and our workforce who have adapted and willingly continued to provide our communities' essential services in this less than normal environment.

While work continues, our communities do find themselves with daily challenges that impact on life as we have known it. What sustains us in times of greatest challenge is our social connectedness. With the cancellation of most of our social and community building activities, we are undoubtedly being tested - we do have the very real opportunity in our small villages to make sure that we are looking out for each other. Most of our "collection points" - schools, health services, workplace - are still operating, albeit with some significantly different access. I encourage you all to continue your vigilance and public awareness in actively working towards keeping "our space" safe.

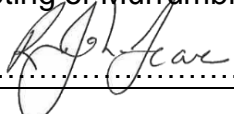
Our major projects continue to develop. There will be influences that challenge this - eg the very real border restrictions. Council is actively engaged in ongoing dialogue trying to bring rationale to the border lockdown/enabling vital movement dilemma - to say this is a challenge would be the generational understatement!

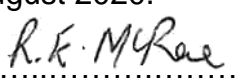
However, at the end of the day, if it takes longer so be it. At this stage our well health is paramount.

Our Town Revitalisation Projects are on the move, and move they will need to with our tight timelines. It will be action stations aplenty. There is much conversation around stimulus funding opportunities, and primarily for the regions – it behoves us at Council to have major project initiatives shovel ready to avail ourselves of these opportunities - the very real challenge in this space is, of course, resources and capacity - every table we sit at and every conversation we engage in identifies this very real issue.

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.....General Manager

.....Mayor

Very welcome, life giving rain has been forthcoming, with the real promise of follow up. Our dams are filling, some of our allocations are improving, our crops are growing with the promise of an abundant harvest and, for our LGA economy driven by agriculture, that is a plus. However, workforce challenges and travel movements in this space are another dilemma which is front and centre in this space. The real challenge of staying focused when information and engagement is being delivered on a screen may be the new normal, but certainly is becoming no less challenging...pretty sure that this is an age thing!

Below are a list of meetings I have engaged in during August:

30 July 2020 - NRMA Electric Charging Station, Jerilderie

With Justin Williams – attended a site meeting with James Simmons, John Cooke and Harry Thiaw - site determination, utilities identification and time frames determined. Licence Agreement at Council with the General Manager

5 August 2020 - Jerilderie Independent Living Limited Meeting

Jerilderie Ongoing Maintenance/Management Meeting

6 August 2020 – SDLAM Stakeholder Advisory Group Meeting

Matt Barden, now Principal Project Officer, Yanco Project.

David Clarke –YTAG

We are officially now a Stakeholder Advisory Group (SAG).

Water NSW engaged with YTAG. Met 23 July 2020 (Adrian Langdon, Dan Berry, Vince Kelly).

No immediate plans to commence maintenance works at Yanco Weir.

3 Rivers Consortium to address meeting (technical)-Design Engineers 26 August 2020.

A weighting/criteria matrix to determine efficiency projects. Tick off.

2 options – 1 weighted heavily towards project objectives; 1 equally weighted across 5 key pillars.

Community engagement/info sessions programmed for 3-13 November (COVID permitting).

7 August 2020 - Audit Risk and Improvement Committee Meeting Jerilderie

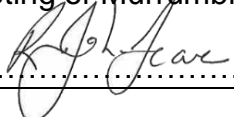
Tenders for Internal Audit reviewed Interim Management Letter tabled Need to actively have our Asset Register up and functional Conversation around Organisational Structure and the functions that will enable our service delivery eg GIS Officer - prioritising our Data Input With focus on our ROADS Network COVID 19 is having an impact on our ability to move forward with most of these issues

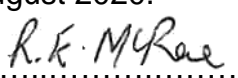
11 August 2020 - Newell Highway Taskforce Committee Meeting (via Microsoft Teams)

Major structure still being implemented in TfNSW Alistair Lunn Acting Director Western NSW (West of the Blue Mountains incorporating the whole of the Newell Highway).

Antony Hayes - Communities in Place Western Region Major Projects - Parkes Bypass \$34.4M. Construction begins first half of 2021 - Special Activation Project (SAP) investment of \$185M Overtaking Alliance 12 June 2020, 15 more by June

This is page 4 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

2021. New Dubbo Bridge slow progress. Coonabarabran bypass concept plan by September/October 2020. Pillaga Road Widening Program \$4.25M, flood mitigation works West Wyalong/Forbes, Newell Highway Promotions Committee - Survey to Councils re continuance of this Committee - did we complete this? Enough brochures at this time – COVID-19

#### 11 August 2020 - John Monash Sculpture Project, Jerilderie

With General Manager John Scarce, I met with Committee members Sue Neilan and Irene Wells - they have commissioned a marquette of the proposed life sized statue. Commissioned sculptor/painter Dubbo based is Brett "MON" Garling - Cost of sculpture is \$200k. Program length, completion date and installation is 2023 \$52,000 in pledged money and a guarantee in place that the funds will be sourced independently of Council.

#### 12 August 2020 - RAMJO Board Meeting (Zoom)

Election of Chairperson for 2 year tenure.

Chairperson - Kevin Mack Albury City unopposed, Deputy Chairperson - John Dal Broi Griffith City Council unopposed. Chair's Annual Report acknowledged the contribution of the 11 Member Councils allowing a commendable level of functionality. Councillor Mack made recognition of EO Bridgett Leopold and Admin Officer Bridget De La Hay. Conversations ensued around the many, many cross border Issues and the strong advocacy required here.

Bushfire Advocacy and Remediation Stimulus Funding/Packages – COVID-19, ARIC Legislation, required extensions pushing out to November Governance and Admin - Water Position Paper spend \$13k, Angus Houston new Chair of MDBA, OLG Capacity Funding (including Energy, -Audits, DPIE will fund), Waste Strategy - A contemporary, regionally driven strategy-24 month funding/strategy, flexible, time limited contracts - zero emissions by 2030, prioritising recycling, waste to energy, geo thermal, hydro initiatives etc. Digital Connectivity - engagement with Telstra, Transgrid, Regional Community Program - promoting good corporate knowledge and behaviour addressing black spots etc. Infrastructure Mapping - Driven by David Webb, General Manager of Hay Shire Council and Brad Ferris, Albury and informed and promoted by Jillian Kilby - A Regional Priority is now on the RAMJO Website - Statement of Regional Priority provided to the Audit Office; Adverse Event Management Plans - under development. EO Performance Appraisal.

#### 13/14 August 2020 - Ministerial Forums via Zoom

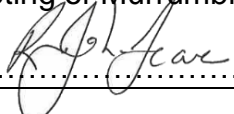
These 2 days included addresses from 6 Ministers, plus The Cross Border Commissioner plus Hilton Taylor from the CEWH Office.

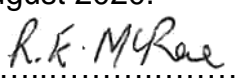
#### 1. Hon Melinda Pavey, Minister for Water, Property & Housing

The MDBP should be apolitical and have non-State borders. Water reform needs to be less conspiratorial, less hysterical, allow for opportunity and more easily understood and transparent.

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.....General Manager

.....Mayor

MDBP SDLAM Projects - Very unhappy with how these efficiency projects are being rolled out OR NOT! They are an unmitigated disaster, seek better engagement with the bureaucrats. 2012 Plan needs to be more adaptive. 2024 deadlines cannot be met. Compulsory buybacks not the answer. Town water supplies a priority-59% of town water supplies at risk- \$230M spent in this space - infrastructure investment here for future. Better delivery flows into dams locks etc. Resourcing the regions paramount. Crown Lands - the Crown is the People - Process is challenging.

2. Hon Shelley Hancock, Minister for Local Government

Acknowledged our RAMJO was a great model, working effectively, solid information transference, coalface funding opportunity interface, current and Informative website. Acknowledged mapping exercise - shovel ready projects. Great Water Position Paper. Interested in engaging with a solution driven organisation. Conversation around cross border issues/pandemic stimulus. Funding will continue to be rolled out - problematic for small Councils.

3. Hon John Barilaro, Deputy Premier

Acknowledged RAMJO 'S capacity and capability - getting on with business. Infrastructure mapping, roads, water etc. Strategic vision. Future focused digital connectivity. Post COVID-19 - stimulus driven, futuristic, broader reach. Water Position Paper – pragmatic, non-adversarial, border Issues - remove the bureaucratic obstruction. Needs a reset. JO's sit with the OLG but should actually sit with the Minister for Regional NSW (Barilaro). Conversations around stimulus for developers, Public Spaces Legacy Program. Acknowledged the great work being done by Justin Clancy, MP, Member for Albury, James McTavish, Steph Cook etc. at the coalface.

4. Hon Andrew Constance, Minister for Transport and Roads

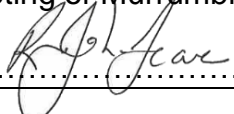
Roles and deliberations have changed - Organisational restructure - initiating cultural change around DA's and planning. Spoke about Canberra Airport and linked Rail Special Activation Projects - many projects pandemic - stimulus money - capacity problematic - speed up planning process. DPIE regional capitals have a role to play = JO's. Packaging projects resources needed to do so in this space "A regional pipeline mindset".

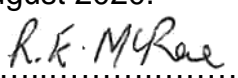
5. James McTavish - NSW Cross Border Commissioner

A lean organisation - action and outcome oriented. Connected to Deputy Premier - Regional NSW - town water supplies - security and quality priorities. Direct impacts, economic sustainability and liveability. Local water utilities vital infrastructure. Cross border issues all-consuming. Royal Commission into Bushfires - MoU's being developed in this space. Joint regional development opportunities - including foodstore warehousing, sporting infrastructure and digital connectivity - \$15M investment in this space. REDS funding and FDR's should be in the Minister for Regional NSW portfolio.

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.....General Manager

.....Mayor



6. Paul Toole, Minister for Regional Transport and Roads

Conversation around freight movement - best result rather than parochialism – rail and road need to link. Focus on shovel ready projects = employing contractors and creating jobs = Stimulus - RAMJO - RMCC Contracts - create the model. Fixing Country Roads - local roads maintenance \$500M (State); \$191M (Feds); tied to Restart - \$250M, 258 projects 88 Councils - capacity will be an issue. Fixing Timber Bridges - Hiccups here - heritage issues. Will be replaced by concrete rail project - Junee to Griffith -\$60M investment.

7. Mark Coulton, Minister for Regional Health, Regional Communications and Local Government

Conversations around poor digital connectivity in RAMJO footprint. In 2019 Hon Sussan Ley promised 15 extra towers. We are smack bang in the middle of the area with the lowest digital connectivity index. Referred to the ongoing Mobile Blackspot Program - motherhood statements. Cellfi boosters - significant Transgrid infrastructure - NBN infrastructure is at the tipping point - replacement and upgrade required - if of course you have it and it works! FAG Grants - Rationale around the model - requires a rethink.

8. Fiona Simpson-National President of the NFF

Border closure issues - requires an all of nation approach. Ongoing impacts from drought, water uncertainty, costs of energy. Growing our Regions Funding -\$100M vision for our Nation. Need to address the beast that is red tape to allow development and growth. We export 70 percent of what we produce. Food security needs to be a priority. A need to champion regionalisation. Environmental management needs to be inclusive and collaborative with our First Nations People, not viewed in a separate space. Climate Change - MDBP Need visionary, apolitical and adaptive leadership, with a will to move forward. Communities are seeking a level of certainty in a very uncertain environment. Acknowledged the RAMJO Water Position Paper.

9. Hilton Taylor - Commonwealth Environmental Water Holder (CEWH) - has a statutory role – is a delegate to the use of environmental water. Adheres to tight Legislation.

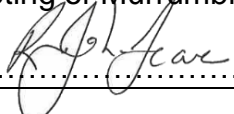
Two Divisions – 1 - Water Division (Minister Pitt) 2 - Governance Division (MDBA) - Works with stakeholders and communities to use water for its mandated roles. An often used point of reference was the Millenium Drought. A need to revisit and readdresss the perceived imbalances. Environmental Watering Plans due 27/7/20. RAMJO position in this space clearly stated “balance, perspective, community, Water clearly is the key enabler for economic and social sustainability”.

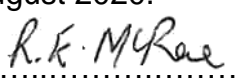
15 August 2020 - CWA Zone Meeting, Coleambally

19 August 2020 - Business Murrumbidgee Meeting, Jerilderie

With Kellie Dissegna and Councillor Gaila Smith

This is page 7 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

19 August 2020 - Jerilderie Town Revitalisation Meeting

With General Manager, Samantha Star, Vicki Sutton, Julie Conn, Councillor Gaila Smith and Justin Williams - Prioritised Project Scope - Out to costings then defined outcome

20 August 2020 - Traffic Committee Meeting, Jerilderie

21 August 2020 - DPIE Water Strategies Meeting via Zoom

*R. K. McRae*

Ruth McRae

**MAYOR**

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This is page 8 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

*R. J. Star* ..... General Manager

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



# OFFICERS' REPORTS FOR CONSIDERATION

## ITEM NO. 2 - GENERAL MANAGER MONTHLY REPORT

Council Meeting:	25 August 2020
Report Date:	14 August 2020
Author:	General Manager
File #:	SC218
Approval:	General Manager

### BACKGROUND

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

### RECOMMENDATION

**The information contained in the General Manager's Monthly Report be noted, with the General Manager's interpretation of the Office Of Local Government circular on Mayoral and Deputy Mayoral Election as well as the interpretation on Minute No. 214/09/19, that Council does not require to hold a Mayoral or Deputy Mayoral Election in September 2020, be accepted.**

### OFFICER COMMENT

#### 1. COVID-19

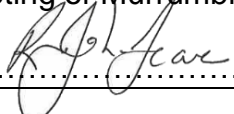
Attached is the latest version of the COVID 19 action plan.

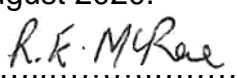
Management continue to monitor and make adjustments to the COVID 19 action plan after every announcement by the Premier as it relates to changes to restrictions.

#### 2. Election of Mayor and Deputy Mayor

As a result of the general election being postponed until September 2021, some Councils who elect the Mayor and Deputy Mayor positions from within, are required to hold Mayor and Deputy Mayor elections. Legislatively, Mayor or Deputy Mayor appointments are for periods of no longer than 2 year. So for Councils, with the exception of the 2016 merged Councils, Mayors and Deputy Mayors will have served 4 years come September 2020, as they were elected September 2016, with their last Mayoral and Deputy Mayoral election having been held in September 2018. As a result of the 2016 merger and Administration, Murrumbidgee Council did not go to the polls until 2017, we also had a Mayoral election in 2019, and as such the two year term would be until 2021, taking us through to the general election of Council.

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.....General Manager

.....Mayor

Extract from OLG Circular 20-29 - 4 August 2020

- *Councils that elected mayors in September 2018 must have mayoral elections in September 2020 when the 2-year term of the current mayor expires. The mayor elected in September 2020 will hold their office until ordinary elections are held on 4 September 2021.*
- *Councils must also hold an election for deputy mayor if the deputy mayor's term has expired and county councils must elect a chairperson.*

At the September 2019 Council Meeting, it was resolved as follows:

**214/09/19 Resolved** on the motion of Councillors Smith and Bryce that Mayor McRae and Deputy Mayor Black be elected for the period until the next ordinary election of Councillors (a period of 12 months).

As can be read, the Minute appoints until the next ordinary election of Councillors, the information in brackets is only there as information, and at that time the information was correct, as the Government did not postpone the election until March 2020. With the State Government postponing the election to September 2021, the resolution is sufficient not to hold an election of Mayor and Deputy Mayor this September 2020.

### **Recommendation**

That Council accepts the General Manager's interpretation of the Office Of Local Government circular on Mayoral and Deputy Mayoral Election as well as the interpretation on Minute No. 214/09/19, that Council does not require to hold a Mayoral or Deputy Mayoral Election in September 2020.

### **3. Organisational Structure Review**

All staff have been informed on the proposed organisational structure under consultation. Each individual staff member who is considered to be affected by the change has been spoken to as to how the new organisational structure affects them. The Unions respondent to the award have been notified in accordance with the work place change clause of the Award. The 28 day notice period as prescribed ends in the week commencing 21 September 2020.

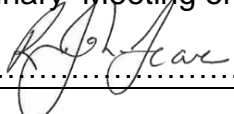
I have sought proposals from suitably qualified recruitment firms to assist with recruiting the Director of Infrastructure position. An appointment will be made in early September so we can develop all recruitment material to be ready to go to the market on 1 October 2020.

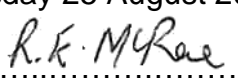
### **4. RAMJO Digital**

RAMJO Digital Subcommittee meet with Trans Grid to speak about opportunities in utilising their infrastructure to meet our needs for internet and mobile phone coverage.

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This is page 10 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

We are progressing in a very short time frame with grant funding opportunities available via the Commonwealth Government (Regional Connectivity Programme Grant).

#### 5. Brolga Place

The tenders for the Brolga Place design and construct have been extended to provide more time as requested by bidders.

Vicki and I spoke with a DPIE representative specifically about the options available to Council with the generation of electricity and sale of electricity generated from the new structure at Brolga Place.

#### 6. Energy Strategy

As Council is aware, we are undertaking an energy strategy as part of a RAMJO project and supported by DPIE, and using a portion of a \$150,000 grant RAMJO received from Office of Local Government to advance strategic priorities of RAMJO.

Initially we will provide data to the project to assess our current usage, and then options will be developed on how we can reduce our energy consumption along with reducing costs, and focusing on renewal energy to reduce carbon foot print.

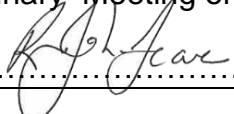
Our first discussion with DPIE has been in relation to the Brolga Place project.

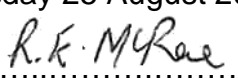
#### 7. Other Things On The Go

#### **General Manager:**

Description	Comment	
Meetings attended since last Council Meeting	<ul style="list-style-type: none"> <li>• Management Meetings - 2</li> <li>• RAMJO Board – 1</li> <li>• Meetings with Mayor and/or Councillors - 3</li> <li>• Residents and Ratepayers – 1</li> <li>• RAMJO Digital – 3</li> <li>• ARIC – 1</li> <li>• Ned Kelly Committee – 1</li> <li>• Consultative Committee - 1</li> </ul>	<ul style="list-style-type: none"> <li>• Individual Staff Meetings – 21</li> <li>• Group staff meetings - 5</li> <li>• Consultative Committee - 1</li> <li>• StateCover – 1</li> <li>• Adverse Event Plan – 1</li> <li>• USU – 1</li> <li>• LG Professionals – 1</li> <li>• Traffic Committee - 1</li> </ul>
Salary Steps Structure	Implemented via performance appraisal	
Management Team Performance Reviews	(2018/19) Completed (2019/20) Completed	
Young Street Subdivision	Progressing – refer to Manager Maintenance report	
Caravan Park Redevelopment	MDBA application submitted, unsure of when decision will be made	

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.....General Manager

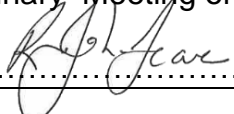
.....Mayor

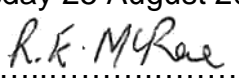
Review agendas and business papers	As required	
Multipurpose Health Centre Coleambally and Ambulance Station Darlington Point	No date set	
Policies	<p><b>Commenced</b></p> <ul style="list-style-type: none"> <li>• Asset Disposal</li> <li>• Business Continuity</li> <li>• Communication Devices</li> <li>• Complaints Management</li> <li>• Media</li> <li>• Motor Vehicle</li> </ul> <p><b>Not Commenced:</b></p> <ul style="list-style-type: none"> <li>• Child Protection</li> <li>• Community Festival and Events</li> <li>• Corporate uniform</li> <li>• Councillor and Council Staff Interaction</li> <li>• Community Engagement Framework</li> <li>• Drinking Water Quality</li> <li>• Rates and Charges Hardship</li> <li>• Records Management</li> <li>• Related Party Disclosure</li> <li>• Statement of Business Ethics</li> </ul>	<ul style="list-style-type: none"> <li>• Payment of Expenses and Provision of Facilities</li> <li>• Enterprise Risk Management</li> <li>• Fraud and Corruption Prevention</li> <li>• Gifts and Benefits</li> <li>• Internal Reporting</li> <li>• Leasing of Council Residential Properties</li> <li>• Personal Protective Equipment (PPE)</li> <li>• Procurement</li> <li>• Public Interaction and Meeting Disclosure</li> <li>• Road Risk Management</li> <li>• Social Media</li> <li>• Signs as Remote Supervision</li> <li>• Stormwater Risk Management</li> </ul>
	<p>Polices to be reviewed due to inconsistencies (not commenced):</p> <ul style="list-style-type: none"> <li>• Communication Strategy</li> <li>• Internet, Intranet, Email and Computer Use Management</li> <li>• Privacy Management</li> </ul> <p>(Some policies may have only minor inconsistencies, eg referencing the incorrect management position, eg Assistant General Managers)</p>	
	<p>New Policy – Alcohol and Drug Policy - Continuing consultation – wrote letter to unions in relation to their objection to zero BAC in policy</p>	
Citizenship Ceremonies	Nil Scheduled	

**Human Resources:**

Description	Comment
Meetings	2 x Management Group
Organisational Structure	<p>Proposed new organisational structure explained to Council and discussed with Management Group. Affected individuals to be spoken with by General Manager and HR/IR Specialist as a matter of respect and good process and in alignment with the Award requirements. Individual discussions will be confirmed in writing.</p> <p>Unions to be written to and advised of proposed structure.</p>
Recruitment	<p>Aaron Dale and Colin Birmingham, Plant Operators Parks and Gardens, Jerilderie and Coleambally respectively, commenced on 20 July 2020.</p> <p>Two Plant Operators, Operations Construction, based in Darlington Point due to commence in early August 2020.</p>
Training	<p>2020/2021 Budget = \$300,000 July 2020 Expenditure = \$3,876</p> <p>Organisational Training Plan to be developed from individual training plans agreed during performance and training appraisal process.</p>
Performance and Training Appraisal 2020	<p>Performance and Training Appraisals conducted during July. Completed appraisals to be correlated against the salary system Grades and Steps criteria for team members to determine eligibility for any advancement. This process to be completed by 31 August 2020.</p>
Local Government (State) Award 2020	<p>1.5% pay increase under new Award processed by pay team. Effective from 6 July 2020.</p>

This is page 13 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

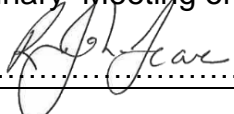
.....General Manager

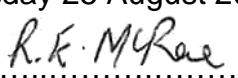
.....Mayor

## Media & Communications:

Description	Comment
Preparing and distributing E-Newsletter (monthly)	July issue - compiling stories and monitoring all grants. Analytics: 430 recipients, 34.3% open rate (145 opens), 8.5% click through rate (36 clicks).
Preparing and distributing community newsletter (bi-monthly)	
Preparing and distributing staff newsletter (monthly)	July issue
Preparing and distributing media releases and liaison with the media. Monitoring of media	2 x media releases 2 x Just Jerilderie Responding to media enquiries: 18 1 x arranging interview 1 x talking points for Mayor July analytics: 3 dedicated articles /multiple mentions, 1 mention, 1 multiple quotes (all positive).
Co-ordinating communications campaigns for Council activities/projects	<ul style="list-style-type: none"> <li>• COVID-19</li> <li>• Town revitalisation project (including attending DP session)</li> <li>• Buy Local in the Bidgee</li> <li>• RAMJO Water Campaign</li> <li>• Keep Australia Beautiful</li> <li>• EnergyConnect consultation session</li> <li>• Local Government Week</li> </ul>
Preparing Council's digital artwork	9 x social media tiles
Liaising with external organisations regarding Council logo usage	x 2
Co-ordinating Council's online presence (social media), including Council announcements and positions vacant and also promoting community events and announcements. This includes Facebook, Instagram and Twitter.	Facebook analytics: An average of 3 posts per day, 74 new likes (total of 1,352). 5,440 engaged users. Organic reach of 40,463 people. Paid reach of 1,730. Instagram: 315 followers (19 new followers), 73% female, 70% aged 25-54.
Co-ordinating Council's online presence (Website), including improvements, administration and maintenance.	Ongoing – continual process of updating, reviewing and adding new material. Liaising with provider to make improvements. Liaising with NSW Government regarding boat ramp project content. Website traffic (Google Analytics): 2,330 users. New users: 1,983. Page views: 7,109.

This is page 14 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

 General Manager

 Mayor

Advertisements	5 x advertorials in SRN 1 x Facebook ad
Grant applications	-
Community issues and questions	11 x responding to messages received on Council's social media channels
Assisting with business/tourism promotion	Airtrack advertising proposal Tourist channel proposal Proof Business e-news
Attending formal meetings	2 x Management Group 1 x Council meeting
Representing Council at community events	None
Administration	Incorporating feedback to Media and Communication Policy
Training	Phishing Awareness Training

## 8. Movements

28 August 2020 – RAMJO meet with Executive Officer – Albury  
22 – 24 Nov 2020 – LGNSW Conference – Hunter Valley

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Theme 5: Our leadership – looking to our Future

5.1. Demonstrating Transparent Leadership Through Accountability and Community Representation

## **RISK MANAGEMENT**

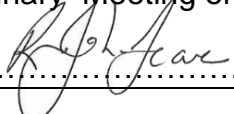
N/A

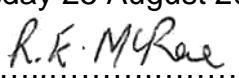
## **CONSULTATION / ENGAGEMENT**

N/A

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.....General Manager

.....Mayor



## OPTIONS

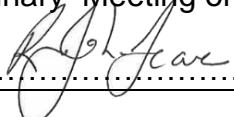
As per recommendation.

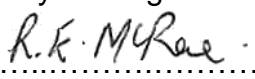
## ATTACHMENTS

Attachment # 1: COVID 19 Action Plan

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This is page 16 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

**ITEM NO. 3 – MANAGER PLANNING & ENVIRONMENT – MONTHLY REPORT**

Council Meeting: 25 August 2020  
Report Date: 18 August 2020  
Author: Manager Planning and Environment  
File #: SC218  
Approval: General Manager

**EXECUTIVE SUMMARY**

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

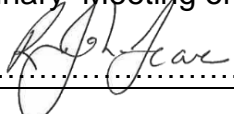
**RECOMMENDATION**

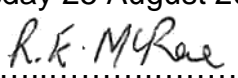
**The information contained in the Report be noted, and Council accept the \$460,000 grant to carry out the works described within the Wiradjuri Walk - Streets as Shared Spaces Grant**

**OFFICER COMMENT**

Description	Comment
Period from 18 June to 18 July 2020	
Meetings (Management)	2 x Management Group 2 x P & E Team Statecover Sectional meetings
Other meetings	1 x developer meeting 1 x Orders on site engagement meeting Internal staff meetings and discussions regarding garbage collection Heritage discussions Roadside structures (staff) Third party audit
Legislative changes/Guideline reviews	Various design guide reviews- Greener places design guide and adaptable housing – minimum accessibility standards, Seniors Housing and Disability State Policy, NSW Agriculture Land Use Planning Strategy, S68 local activities forms review
Assessments	Gym/sanitary facilities BCA assessment Substantial review of waste reporting and assessment of Council related data
Development Enquiries	Minor commercial Dwelling rights – 3 enquiries

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.....General Manager

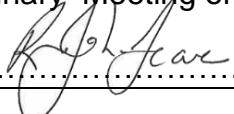
.....Mayor

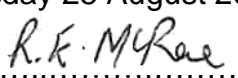
	Review of various pieces of legislation pertaining. Subdivision and servicing Pumpstation and pipeline Beefcorp minor structures Flood levels Pop up bar
Inspections	3 on site meetings 2 meetings regarding B & B's
Complaints	Stormwater drainage Barking dogs
Compliance	Fire Safety Statements/Certificates Model Asbestos Policy (Heidi)
Consultants	General liaison
General discussions/advice	Tiddalik Wetland Consolidation and subdivision split over highway Roadside firewood collection Land activity notice - Telstra information Wormtech Crown Lands/Dept Industry- road closures
Preparation of Reports for Business Paper	2
Coleambally Lake	No action – awaiting final site options for development after which quotes will be sought for biodiversity assessments/offsets, including the Coleambally Lake area
Administration & Management	General. Performance appraisals, Commencement of review of some PD's and salary grade step
Grant Applications	Streets as Shared Spaces - funding for business recovery through shared use of roads and triggers for activation. Application successful for Wiradjuri Walk- \$460,000 grant for public art and street activation works and one set of entrance statements, as well as some signage including interpretative signs/storyboard.  Copy of application available for review if required for proposed works to be undertaken
Projects	Waste Audit Streets as Shared Spaces

## SUSTAINABILITY

N/A

This is page 18 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

As detailed in report

## **OPTION**

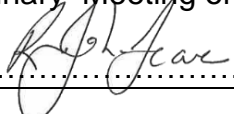
- 1 The information contained in the Report be noted, and Council accept the \$460,000 grant to carry out the works described within the Wiradjuri Walk - Streets as Shared Spaces Grant;
- 2 Any other recommendation of the Council

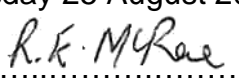
## **ATTACHMENTS**

NIL

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This is page 19 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

# REPORTS/MINUTES OF COUNCIL COMMITTEES

## ITEM NO. 4 – COMMITTEE REPORT - AUDIT RISK & IMPROVEMENT

Council Meeting:	25 August 2020
Report Date:	7 August 2020
Author:	Audit Risk & Improvement Committee Secretary
File #:	SC130
Approval:	Committee of Council

### EXECUTIVE SUMMARY

This Report is made in accordance with clause 5 of the Committee's Charter and covers the financial year to 30 June 2020.

### RECOMMENDATION

The information contained in the Audit Risk & Improvement Committee Report for the year ended 30 June 2020, be noted.

### OFFICER COMMENT

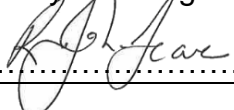
Committee membership during the period:	Meetings attended
<b><i>Independent External Members</i></b>	
David Maxwell (Chairperson)	3
John Burge	3
<b><i>Councillor</i></b>	
Cr Gaila Smith	3
<b><i>Also attended</i></b>	
Mayor, Ruth McRae	1
General Manager, John Scarce	3
Finance Manager, Vicki Sutton	3
WHS Officer, Raylene Slade	1


External Audit Representatives have also attended as required.

### Committee meetings during the period

The Committee held meetings on 27 September 2019, 17 February 2020 and 15 May 2020.

This is page 20 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

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

.......... Mayor

## Reporting lines

The Committee reports to Council after each meeting in the form of minutes, and provides an annual report of activities undertaken each year. At need, the Committee will also provide additional reports on matters that it specifically wishes to draw to Council's attention, but has not done so during the period under review. The Committee Chairman will take the opportunity to formally present this report to Council, and to answer any questions Councillors may have on the role and operations of the Committee.

## Approach of the Committee

The Committee seeks to take what may broadly be described as a "risk management" approach which includes:

- monitoring the risk exposure of Council
- reviewing the level of resources allocated to internal audit and the scope of its authority
- reviewing the scope of internal audit plans and the effectiveness of the function
- reviewing reports of internal audit and the extent to which Council and management react to matters raised by internal audit
- facilitating liaison between the internal and external auditor to promote compatibility, to the extent appropriate, between their audit programs
- critically analysing and following up on any internal or external audit report that raises significant issues relating to risk management, internal control, financial reporting and other accountability or governance issues raised
- identifying and referring specific projects or investigations deemed necessary through the General Manager, internal auditor and the Council as appropriate
- addressing issues brought to the attention of the Committee that are within the parameters of its terms of reference
- considering and recommending any changes to the Committee's Charter and the Internal Audit Charter.

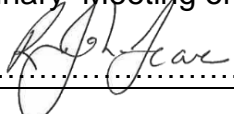
Internal and external audit reports usually include recommendations for improvements to Council procedures – not all of which are necessarily appropriate to an organisation of Council's size – designed to minimise the exposure to risks. Management may or may not accept all recommendations in full and nominates a responsible officer and timeframe for completion.

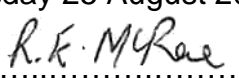
The Committee reviews the reports, recommendations and management comments in detail, and satisfies itself that management's proposed actions are appropriate and adequate for the Council, and that the proposed timeframes are realistic, particularly in relation to staff resources available.

The Committee then monitors management actions in relation to issues raised in previous reports, and at need will report to the Mayor or direct to Council on any

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.....General Manager

.....Mayor

matters causing concern. During the year under review, there have been no matters that the Committee has considered reporting in this manner.

### **Council's Finance Operations**

Councillors are aware that this section has experienced extraordinary difficulties during the year under review, with the strain of handling three different accounting systems, and the sudden death of Colin Dowell, a key staff member, at a critical time in the final data transfer between systems and the preparation of the Annual Financial Statements. To these have been added the disruptions caused by the COVID-19 pandemic.

These have adversely impacted on the Committee's ability to discharge the responsibilities entrusted to it by Council, as set out in clause 4 of the Committee Charter.

### **Annual Financial Statements and External Audit**

At its meeting held 17 February 2020 the Committee considered the draft 2019 Annual Financial Statements and directed questions to the Finance Manager and external audit staff present. The Committee reported to Council that it was not aware of any matter which would prevent Council from executing the certificates required by section 413 of the Local Government Act. These statements were adopted by Council at its meeting 24 March 2020.

External audit appears to hold the view that Council should recognise RFS assets in the financial statements and claims this omission to be an immaterial unadjusted error. Management holds the view that Council lacks the necessary control for these assets to qualify for recognition. The Committee supports management's view.

The Committee has reviewed all correspondence from the external auditor in relation to the external audit. The major items of correspondence were:

- Interim Management letter 2019
- Auditors Reports 2019
- Report on the Conduct of the Audit 2019
- Engagement Closing Report 2019
- Final Management letter 2019
- Annual Engagement Plan 2020

The disruptions referred to above have limited management's ability to address issues raised, but the number and significance of some of these items is causing concern.



## **Internal Audit operations during the period**

The internal audit of the transfer of data from the legacy computer systems was considered by the Committee at its meeting 15 May 2020. This report highlighted the difficulties experienced in the transfer of data from the 2 predecessor systems, although eventually it was possible to satisfy external audit that all key data had been accurately transferred.

At its June 2019 meeting the Committee recommended that expressions of interest be sought for an Internal Audit contractor for a 4 year period to undertake various assignments principally directed to areas of Council's greatest risk exposure, and the proposal for expressions of interest was approved by the Committee at its September 2019 meeting. The Committee expresses its concern that expressions of interest had not been called by the time of its meeting 15 May 2020, and accepted an undertaking from the General Manager that this would be done immediately.

As this appointment has not been finalised, the Committee regrets to report that it has been unable to carry out the responsibilities set out in sub-clause 4.5 of its Charter.

## **Other reports reviewed by the Committee**

The Committee looks to review all reports received by Council that contain recommendations for Council action, and includes these in its follow up procedures. The reports reviewed have included:

- Statecover 2019 WHS Self-Audit Verification Report
- Statecover WHS Audit Report 2019
- Statecover WHS Action Plan 2019
- Statewide Mutual Continuous Improvement Pathway Template

## **Risk Management**

The Committee received a verbal report on the development of an Organisational Risk Management register. This, and a Risk Management Plan, are essential tools for the effective management of risk. In turn, these will in future be used by the Committee to direct its attention to areas of most significant risk likely to affect Council operations. The Committee encourages the maximum possible expedition in progressing this work.

## Summary

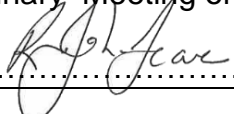
The 2016 amendments to the Local Government Act will probably require changes to the existing structure and operations of this Committee, and these were scheduled to be effective by 31 March 2021. With the deferral of the Local Government elections to September 2021 it is believed that the commencement of these requirements has also been deferred, but no formal advice of this has yet been received. The General Manager will advise Council of any changes required upon the enactment of the legislation and gazettal of the regulations.

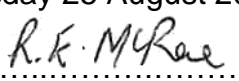
The Committee acknowledges the support and assistance received from the General Manager, John Scarce, and Finance Manager, Vicki Sutton.

David Maxwell  
**CHAIRMAN**

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.....General Manager

.....Mayor

**ITEM NO. 5 - MINUTES OF THE AUDIT RISK & IMPROVEMENT COMMITTEE**

Council Meeting:	25 August 2020
Report Date:	7 August 2020
Author:	Audit Risk & Improvement Committee Secretary
File #:	SC130
Approval:	Committee of Council

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

2. Apologies **NIL**

3. Declaration of Interest **NIL**

4. Minutes of Previous Meeting held 15 May 2020

The Minutes of the meeting held on 15 May 2020 be confirmed as a true and accurate record.

Moved: Gaila Smith                      Seconded: John Burge

**CARRIED**

5. Business Arising **NIL**

6. External Audit

6.1 Interim Management Letter (presented by Brad Bohun)

The Interim Management Letter be received and noted and the outstanding issues be included in the Audit Follow Up Matrix

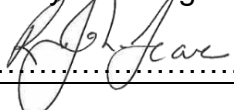
Moved: Gaila Smith                      Seconded: John Burge


**CARRIED**

Brad Bohun of Crowe Australasia departed the meeting.

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This is page 25 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

7. Internal Audit **IN CONFIDENCE**

7.1 Finance Manager's Report on Internal Audit EoI

7.2 Expressions of Interest for Internal Audit – applications:

Attachment 4.1	Lambourne
Attachment 4.2	National Audits Group
Attachment 4.3	Nexia
Attachment 4.4	O'Connor Marsden
Attachment 4.5	RSD Audit
Attachment 4.6	RSM
Attachment 4.7	Vincent's

The Committee recommend to Council all tenderers form a panel of suppliers, an Internal Audit Plan be determined by the Committee, and engagement of an Internal Auditor be selected from the panel of suppliers for each proposed audit to be undertaken.

Moved: Gaila Smith      Seconded: John Burge

**CARRIED**

7.3 Development of an Internal Audits Schedule

- Procurement & Purchasing (other than Tendering)
- Planning & Building Compliance
- Document Management
- Tendering

The next internal audit assignment be Procurement & Purchasing (other than Tendering), with a report to be presented to the Audit Risk & Improvement Committee's November 2020 meeting.

Moved: John Burge      Seconded: Gaila Smith

**CARRIED**

8 Other Reports

8.1 Statecover WHS Action Plan

8.2 Statewide Mutual Continuous Improvement Workbook (self audit)

8.3 Development of Organisational Risk Management Register

The Reports be received and noted, with Statecover and Statewide Reports to be tabled at the Audit Risk & Improvement Committee's November 2020 meeting.

Moved: Gaila Smith

Seconded: John Burge

**CARRIED**

8.4 GM confidential report (verbal)

The General Manager's NIL Confidential Report be received.

Moved: John Scarce

Seconded: Gaila Smith

**CARRIED**

8.5 Any other reports NIL

9 ARIC Operations

9.1 Draft Committee Report

The draft Audit Risk & Improvement Committee Report as at 30 June 2020, be adopted. The Chairman present the Report to the August meeting of Council.

Moved: Gaila Smith

Seconded: John Burge

9.2 Audit Follow Up Matrix

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

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

Moved: John Burge

Seconded: Gaila Smith

**CARRIED**

10 General Business NIL

11 Next Meeting: Friday 6 November 2020


There being no further business the meeting closed at 12.02pm


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David Maxwell  
Chairperson

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This is page 27 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

# OFFICERS' REPORTS FOR NOTING

## ITEM NO. 6 - MONTHLY CASH & INVESTMENT REPORT – JULY 2020

Council Meeting:	25 August 2020
Report Date:	13 August 2020
Author:	Finance Manager
File #:	SC133
Approval:	General Manager

### EXECUTIVE SUMMARY

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

### RECOMMENDATION

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

### BACKGROUND

**Cash at Bank:** Council's consolidated cash position (cash and investments) as at 31 July 2020 was \$25,557,548.18, with the cash at bank amount for the same period being \$921,477.77.

**Investments:** As at 31 July 2020, Council's total invested funds were \$24,636,070.41. Average interest rates over the reporting period were 0.81%. The bulk of Council's investments are held with Bendigo Bank (58.50%), IMB Ltd (16.40%) and ANZ (8.85%), in accordance with the guidelines and requirements of the Financial Management Regulations.

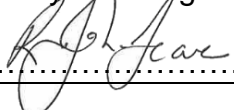
### OFFICER COMMENT


I certify that:

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

\_\_\_\_\_  
Vicki Sutton  
Responsible Accounting Officer

\_\_\_\_\_  
This is page 28 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

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

.......... Mayor

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

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

## **INTEGRATED PLANS**

### **5.1 Transparent Leadership, Sustainability, Accountability and Community Representation:**

Strategy 5.1.1

Provide leadership through ethical accountable and legislative decision making processes.

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

General Manager

## **OPTIONS**

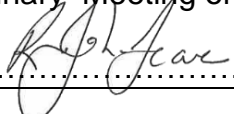
NIL

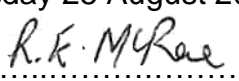
## **ATTACHMENTS**

NIL

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This is page 29 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

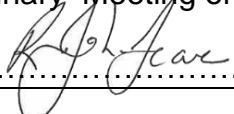
.....General Manager

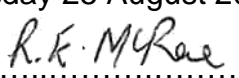
.....Mayor



<b>STATEMENT OF BANK BALANCES</b>	<b>2020-21</b>	<b>2019-20</b>
	<b>Consolidated</b>	<b>Consolidated</b>
<b>CASH AT BANK 30 JUNE 2020</b>	<b>2,613,234.43</b>	<b>2,218,375.53</b>
ADD - Receipts - 31 July 2020	696,060.98	828,219.75
ADD - Receipts - Bendigo Bank	597,755.32	900,074.07
ADD - Cancelled	0.00	0.00
ADD - Adjustments	0.00	0.00
LESS - Cheques	-5,687.72	-6,054.96
LESS - EFT - Autopay	-2,633,889.11	-2,117,479.85
LESS - Payroll	-339,559.17	-323,276.19
LESS - Bank Charges & Transfers	-3,553.31	-2,729.41
LESS - Loan Repayments	0.00	0.00
LESS - Investments	0.00	-73,956.67
LESS - Visa Card Pymt	-2,049.53	-9,449.41
LESS - Fuel Card	-504.54	-1,684.05
LESS - Photocopy Rental	-329.58	-768.48
<b>CASH AT BANK 31 JULY 2020</b>	<b>921,477.77</b>	<b>1,411,270.33</b>
<b>CASH AT BANK 31 JULY 2020</b>	255,564.79	872,635.97
Bank Statements - Bendigo Bank	673,648.90	552,066.61
PLUS Outstanding Deposits	0.00	0.00
LESS Unpresented Cheques	-7,735.92	-2,638.37
LESS Outstanding Autopay	0.00	-924.00
LESS Reverse Autopay	0.00	-9,869.88
<b>CASH AT BANK 31 JULY 2020</b>	<b>921,477.77</b>	<b>1,411,270.33</b>
Add Investments	24,636,070.41	29,840,266.67
<b>Total Cash and Investments</b>	<b>25,557,548.18</b>	<b>31,251,537.00</b>
<b>Represented by:-</b>		
Trust Account	156,386.93	178,255.47
Water Fund	2,514,757.93	1,817,288.07
Sewer Fund	4,162,770.23	3,555,742.03
Domestic Waste Management	73,804.00	73,804.00
Unexpended Grant Funds	1,799,366.54	2,368,191.46
Plant Reserve	1,694,605.00	2,533,812.00
Employee Leave Entitlement Reserve	1,468,000.00	1,466,868.00
Infrastructure Reserve	3,105,696.00	3,600,307.00
Contributions Levy Reserve	440,720.00	
Residential Housing Reserve	0.00	0.00
New Council Implementation Fund	514,641.17	988,414.15
Stronger Communities Fund	9,351,737.12	11,582,638.97
General Fund	<b>275,063.26</b>	<b>3,086,215.85</b>
	25,557,548.18	31,251,537.00

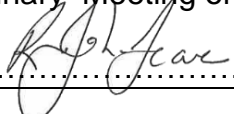
This is page 30 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

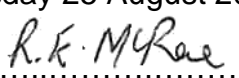
 General Manager

 Mayor

<b>SCHEDULE OF INVESTMENTS</b>				
<b>31 JULY 2020</b>				
<b>Institution</b>	<b>Amount</b>	<b>Rate</b>	<b>Matures</b>	<b>NO.</b>
St George	505,764.72	1.05%	03-Aug-20	33/20
SUNCORP	1,064,395.10	0.30%	02-Sep-20	34/20
IMB Ltd	1,007,292.57	0.85%	08-Sep-20	35/20
NAB	500,000.00	0.60%	12-Sep-20	36/20
NAB	507,587.43	0.88%	14-Sep-20	36/20
IMB Ltd	510,748.26	0.75%	07-Oct-20	1/21
St George	511,361.93	0.70%	24-Oct-20	2/21
IMB Ltd	507,798.34	0.70%	19-Oct-20	3/21
ANZ-Les Wallis	45,917.60	0.60%	22-Nov-20	4/21
NAB	914,200.56	0.30%	25-Oct-20	5/21
IMB Ltd	609,819.90	1.10%	06/08/20	20
IMB Ltd	500,000.00	0.90%	24/09/20	25
Bendigo	1,000,000.00	0.60%	09/11/20	26
Bendigo	809,679.31	0.60%	07/10/20	28
ANZ	501,326.78	0.73%	05/11/20	29
ANZ	818,472.73	0.73%	19/11/20	30
Bendigo	800,000.00	0.75%	16/09/20	35
IMB Ltd	402,697.08	0.70%	22/10/20	36
Bendigo	3,500,000.00	1.25%	16/09/20	38
ANZ	814,672.44	0.80%	21/09/20	39
Bendigo	2,300,000.00	1.50%	16/08/20	40
Bendigo	1,002,486.34	0.75%	16/10/20	42
IMB Ltd	501,849.32	0.90%	26/08/20	44
Bendigo	5,000,000.00	1.30%	16/11/20	45
<b>Total Investments</b>	<b>24,636,070.41</b>			
Average Interest Rates	2017/18	2.34%		
Average Interest Rates	2018/19	2.40%		
Average Interest Rates	2019/20	0.81%		
<b>PERCENTAGE OF FUNDS HELD</b>				
SUNCORP	1,064,395.10	4.32%		
ANZ	2,180,389.55	8.85%		
Bendigo	14,412,165.65	58.50%		
IMB Ltd	4,040,205.47	16.40%		
NAB	1,921,787.99	7.80%		
St George	1,017,126.65	4.13%		
<b>TOTAL</b>	<b>24,636,070.41</b>	<b>100%</b>		

This is page 31 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

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

.......... Mayor

## ITEM NO. 7 – FINANCE MANAGER’S REPORT – JULY 2020

Council Meeting: 25 August 2020  
Report Date: 3 August 2020  
Author: Finance Manager  
File #: SC218  
Approval: General Manager

### EXECUTIVE SUMMARY

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

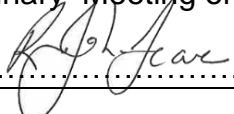
### RECOMMENDATION

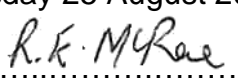
The information contained in the Finance Manager’s Report be noted.

### BACKGROUND

Description	Action
Meetings	2 x Management Group
	2 x Civica
	2 x Council
	1 x Auditors – Crowe Australia
	1 x RAMJO Energy Project
Preparation of reports for Business Paper	Monthly Cash & Investments
	Manager’s Report
	Adoption of Operational Plan & Delivery Programme & Rates Fees & Charges
	Loan Borrowings
	Rates & Annual Charges Collection
	NCIF Expenditure
	SCF Expenditure
Preparation of financial data	Monthly grant expenditure reviews
	Transport for NSW monthly grant expenditure report
	Commencement of accruals and reconciliations for financial year end data
Grant Funded Projects	Prepare advice of all current grant funding for distribution
	Prepare and submit EFT & Project Details for SCCF 3 for 1 project
	Prepare and submit SCCF 3 funding deeds x 2

This is page 32 of 69 of the General Manager’s Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

	Assist in submission of Crown Lands Improvement Fund application for Racecourse/Showgrounds
Tenders	Review of Internal Audit Expressions of Interest
Training	Phishing Awareness
Prepare Council purchase orders	Advise various staff and prepare orders for grant works expenditures
Provision of financial advice	Liaise with staff in order to provide financial advice regarding budgets, grants and reserves
Review and authorise payments	Undertake review of payments made to staff and creditors and authorise and undertake bank transfers

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

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

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

As detailed in report

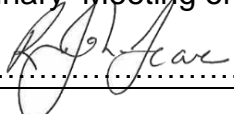
## **OPTION**

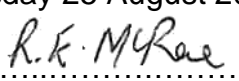
As per recommendation.

## **ATTACHMENTS**

NIL

This is page 33 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

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

..........Mayor

## ITEM NO. 8 – WASTE AUDIT

Council Meeting:	25 August 2020
Report Date:	18 August 2020
Author:	Manager Planning & Environment
File #:	SC110
Approval:	General Manager

### EXECUTIVE SUMMARY

Local and NSW waste data has been investigated and reported to assist the Council to make decisions about waste services, including their planning and delivery, and to guide sustainable waste management into the future.

### RECOMMENDATION

**The information contained in the Waste Audit Report be noted.**

### BACKGROUND

The information that Council has on waste that is generated, disposed, recycled and recovered in the Local Government Area is limited. This is due to historical and current issues associated with how waste is managed and how waste information has been measured, recorded and reported.

These issues are common to both the previous Jerilderie and Murrumbidgee Shires and the merged Murrumbidgee Council. The primary issue is that there is no weighbridge at any of the Council sites, there has been no reasonable recording of waste receivables and outgoings, and no adequate breakdown of waste type. There has also been inadequate oversight and monitoring of waste origin and waste collection, recovered and disposed.

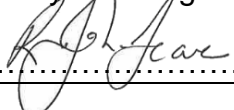
Although there is an obligation for Council to annually report waste data to the Environment Protection Authority, the reliability of the information that has been provided is unclear. Because of this, using previous local waste data and trends analysis to predict future waste behaviour at a local level cannot reliably be made.

This uncertainty impacts Council's ability to make informed decisions about the viability and practicality of expanding recycling services to Jerilderie or providing an additional food organic and green organic (FOGO) collection service to residents.

### OFFICER COMMENT

The National Framework for waste includes targets to reduce waste generated by person, increasing recycling by 70% for municipal solid waste and commercial and

This is page 34 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

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

..........Mayor

industrial waste, and 80% for construction and demolition waste. The targets are to divert waste from landfill by 75%, manage problem waste, improve drop off facilities, reduce litter by 40% and illegal dumping by 30%, and this aligns with the NSW Waste Avoidance and Resource Recovery Strategy.

A review of waste reported for the Council area and discussions with staff have identified the following issues:

- 1 Previous waste reporting for the Council area appears to be based on inadequate monitoring and recording, and appears incorrect and unrealistic;
- 2 Council waste data provided to the WARR portal appears not to be reflective of the current waste situation in Murrumbidgee;
- 3 Council's likely recycling rate is well below what has been previously reported, and lower than other similar Councils;
- 4 Council's total waste disposed to landfill is likely well above what has been reported;
- 5 The amount of waste disposed to landfill and that diverted has not been well controlled, monitored or analysed. This has resulted in potentially higher landfill costs, higher land sterilisation rates, lower recycling and less drive to promote sustainable waste management.

A review and report of the current waste situation affecting the Council area is included in the attachment. This shows that a range of issues have been identified that require attention for better and more sustainable waste management.

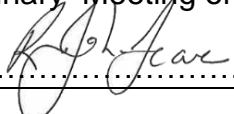
The report also identifies data that can be used to estimate waste generated by households in the Council area, as well as the proportion of waste by type per households or per capita. This information will assist in determining the viability of expanding recycling to Jerilderie and potentially offering a three (3) bin service. Further investigation will be required to assess viability, including an assessment of Council's expanded operating costs and likely collection, recycling and disposal costs, including waste infrastructure.

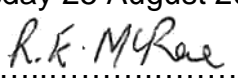
### Key findings

- Average NSW households generated 21.75kg material per week, or 8.8kg per person (this figure is gradually reducing over time).
- With a population of 3,961 persons, the domestic waste generated in the Council area is estimated at 34.8 tonnes per week or 1,812 tonnes per year. Of this, around 1,235 tonnes of waste is estimated to have been landfilled.
- Without survey information, anecdotal information from Council's garbage truck driver estimates the Coleambally landfill will reach capacity in 5 years and Jerilderie possibly within 12 months.
- Average households produce - 4kg recyclables, 5.2kg garden organics, 7.5kg FOGO and 10.9 kg residual waste at kerbside collection.

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.....General Manager

.....Mayor

- From 2017-Container Deposit Scheme has reduced recycling from households.
- Historical reporting shows that figures are reducing over time as less waste is being generated.
- The average recycling rate across NSW was around 47%, which had increased from 37.8% in 2006. Councils recycling rate for those with access to a kerbside collection service is 16.2%, but for Darlington Point and Coleambally it is 24%. This shows that significant improvements could potentially be made.
- The amount of household dry recyclables collected at Darlington Point and Coleambally is 2.38kg/HH/wk or about 82 tonnes per year. If recycling was extended to the Jerilderie residents who currently have access to a kerbside collection service, then the total amount of recyclables collected from those households in the year would be around 48 tonnes. If recycling was extended also to service those other existing businesses and landuses which have that service, then an additional 17.7 tonnes of recyclables would be collected. This would increase the total recycling collected in the Council area to about 148 tonnes or 2.8 tonnes per week, not including businesses in the north.
- Using the NSW average figure of 3.7kg/HH/wk of recyclables collected, then this would increase the amount collected to about 201 tonnes per year from households serviced.
- Recent reports suggest that the proportion of FOGO waste generated by households in NSW on average is 7.5kg/HH/wk or 6.2kg/HH/wk in non regulated areas or 2.84 per capita (kg/ca/wk).
- Without a collection service, FOGO in red bins is estimated at just over 40%.
- Using the figures above, the amount of FOGO capable of being collected from the 1,046 households in the Council area with access to a kerbside recycling service (using a figure of 6.5kg/HH/wk) is 6.8 tonnes per week, or almost 354 tonnes per year.
- If just a greenwaste collection service was provided, based on a NSW average of 3.6kg/HH/wk then the amount collected from kerbside collection would be in the vicinity of 3.76 tonnes a week or 196 tonnes a year. These figures do not take account of the additional amounts that could be collected by drop off facilities. For greenwaste, there would be expected to be a significant seasonal variation in the amounts collected.
- If Council offered a FOGO collection service, residual waste per household would be reduced to 8.4kg/bin/week.

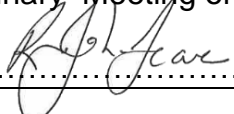
## **SUSTAINABILITY**

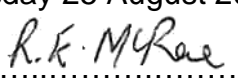
NIL

## **STATUTORY COMPLIANCE/POLICY**

- Protection of the Environment Operations Act 1997

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

.......... Mayor



- Protection of the Environment (Waste) Regulation 2014
- Waste Minimisation and Management Act 1995
- NSW Environmental Planning and Assessment Act 1979
- Waste Levy Guidelines

## **FINANCIAL**

NIL

## **INTEGRATED PLANS**

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

5.1 Demonstrating transparent leadership through accountability and community representation

2.5.3 Ensure best practice public and environmental health controls

## **RISK MANAGEMENT**

NIL

## **CONSULTATION / ENGAGEMENT**

Internal - Council rates staff, Operations Manager-Maintenance, truck driver and landfill officer

External - Coleambally butcher

## **OPTIONS**

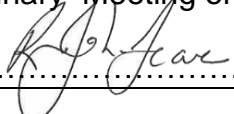
1. The information contained in the Report be noted.
2. Any other recommendation of the Council

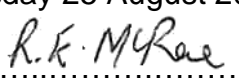
## **ATTACHMENTS**

Attachment # 2: Waste Review and Report

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This is page 37 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

**ITEM NO. 9 – MANAGER, CORPORATE & COMMUNITY SERVICES –  
MONTHLY REPORT**

Council Meeting: 25 August 2020  
Report Date: 17 August 2020  
Author: Manager, Corporate & Community Services  
File #: SC218  
Approval: General Manager

**EXECUTIVE SUMMARY**

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

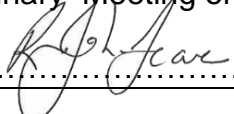
**RECOMMENDATION**

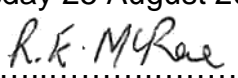
**The information contained in the Manager, Corporate & Community Services Monthly Report be noted.**

**OFFICER COMMENT**

Description	Comment
Meetings	Management Group Meetings
	Council Meeting
	Darlington Point Councillors – Revitalisation Project
Preparation of Reports for Business Paper	Monthly Report
Preparation of Data	Roads to Recovery Quarterly Report
	CHSP Reporting - COVID 19 Emergency Support Funding
	Milestone Claim – Flood Study Grant
Community Services	Home Modifications and maintenance - Seven modifications carried out, six home maintenance. Client assessments continuing.
	Community Transport – Weekly bus to Griffith has been put on hold as well as monthly Wagga trips. Seventy-four trips recorded by volunteers in own vehicles.
	Meals on Wheels – no centre-based meals, home deliveries to clients. Additional funding received for COVID-19 Emergency Support.
	Respite Groups – Weekly functions are still on hold. Coordinators have been contacting clients regularly to check on their welfare.

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.....General Manager

.....Mayor

	A detailed monthly income and expenditure report to 31 July, 2020 for Community Services is included as an attachment.
Library	<p>Library conditions unchanged from 1 July 2020:</p> <ul style="list-style-type: none"> <li>• Doors open 10am-4.30pm Monday, Wednesday, Thursday and Friday.</li> <li>• 30 minutes allowed in the library</li> <li>• Up to 15 allowed into the library at any one time.</li> <li>• Next Western Riverina Library Meeting to be held via Zoom.</li> </ul>
Drought Support Officer	Information as below

### Report – Drought Support Officer – August 2020

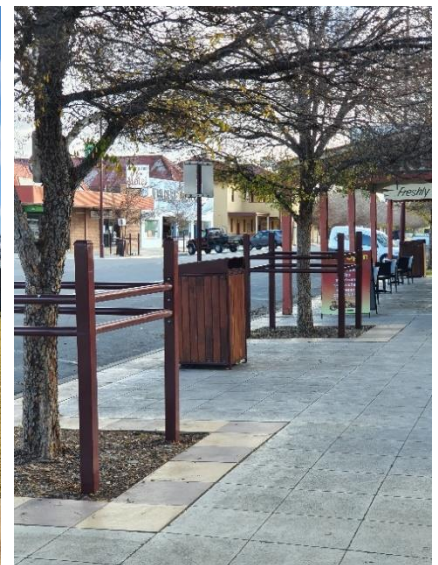
### DCP000395 – First Grant 19/20 Murrumbidgee Community Infrastructure Projects

#### Overview of some completed projects:

Barwidgee Blvd-Darlington Point

Adrian Douglas Park-Darlington Point

Tree Guards/Bins-Jerilderie



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.....*R. J. Fear*..... General Manager

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



Bellbird St – Coleambally



Monash Park – Jerilderie



Coleambally Sporting Precinct



South Coree Hall–Jerilderie



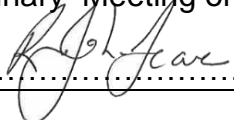
Figtree Park–DP shelters/seats

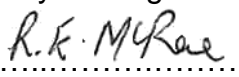


Coleambally Skate Park



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.....General Manager

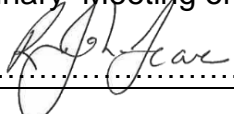
.....Mayor

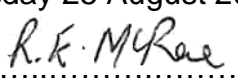
Reporting requirements and timeframes as per Grant submitted to Department of Industry, Science, Energy and Resources – DCP000548 - as at 17/8/2020

There are other projects that will be added as they progress

PROJECTS – listed in Grant	Estimated start dates and end dates (As per approved Grant)	Progress
Progressive implementation of revitalisation project – seating, sculptures, bins, lighting etc. (tenders sent out if required)	Est Start date: 1/8/2020 Est End date: 31/12/2020	Contacted Carolyn Rutledge (Coleambally Sign Writer) - she will be able to complete bird signs for Coleambally Street signs and any storyboards required - also signs with track distances. Organise to meet with Carolyn, Sue, Will, Justin to discuss what is needed asap.
Community Consultations Complete	Est Start date: 1/8/2020 Est End date: 31/12/2020	<p>Contacted Corey Roche – Roche Welding/Fabrication Darlington Point. Organised a meeting with him, Tues 18 August with Will, Sue, Justin and myself to discuss what we need done – storyboard frames, Christmas trees etc</p> <p>Spoke to 3 x Coleambally Councillors regarding information on storyboards. Ideas were Pastoral, Birds, First Settlers 1860's. Try to link with Coly Irrigation display as well.</p> <p>DP Councillor ideas: Historical buildings, what buildings used to be if used for another business now Aboriginal settlement after Warangesda Paddlesteamers Wharf Red Gum Industry Sawmill Historic Buildings Tubbo history Kooba history including Melbourne Cup winner Tree in front of Pool – Flood level marking</p> <p>Jerilderie – Justin has met with Vicki to discuss Jerilderie program. Ideas from Councillors- themes Agriculture – grain, livestock, transport "Reedy Place" (cumbungi), Heritage – Ned Kelly, Monash</p>
Brolga Sculptures - Coleambally	Est Start date: 1/9/2020 Est End date: 31/12/2020	Contacted Federation Council re: Brolga Sculptures. Who designed theirs and made them - awaiting response

This is page 41 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

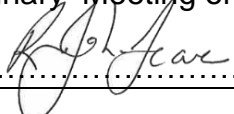
 General Manager

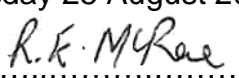
 Mayor

Rear carpark behind Coleambally shops	Est Start date: 1/10/2020 Est End date: 31/12/2020	Inspected – photos taken to forward onto Will, Justin, Sue to discuss options. Contact Caein Gardening Coleambally to remove all dead vegetation.
John McInnes Square tidy up - Coly	Est Start date: 1/9/2020 Est End date: 31/12/2020	Paint or replace roof – looking at olive to match toilet block. Gardens to be cleaned up by local gardener Caein Gardening.
Clock in RSL Park - Jerilderie	Est Start date: 1/9/2020 Est End date: 31/12/2020	Justin researching design at this stage.
Luke Park Jerilderie – Steel wings upgrade and lighting Signage and storyboards	Est Start date: 1/9/2020 Est End date: 31/12/2020	Justin at point of obtaining quotes. Looking at designs Ned Kelly Trail Park signs Horgan Walk, Steel Wings
Landscaping of gardens – Jerilderie Rendering front of Chambers	Est Start Date: 1/10/2020? Est End Date: 31/12/2020	Have not spoken to Justin and Vicki re what is happening with landscaping/rendering will follow up
Lighting – Walkways, Trees, Sculptures	Est start date: 1/9/2020 Est End date: 31/12/2020	Quotes From Colonial Lighting received – Solar/Bollards & uplighting. Will discuss further with Sue, Will, Justin  2 <sup>nd</sup> Quote from Vibe Lighting received – Bollards for walking track, vandal resistant SOLAR. Better battery for longevity and to work in shaded areas.
Community Gardens	Est Start date: 1/9/2020 Est end date: 15/12/2020	Spoke with Cr Chirgwin and Monica – obtained quotes from local contractor for fencing. Quite expensive so reassessing design. Mens Shed participating in making the raised garden beds  Still discussing where to locate in Darlington Point – thought maybe along side/in school grounds – Sue to research this and let me know.  Will discuss options with Jerilderie Tidy Towns group?

Lions Project – Turbine display No: 42 on Community consult sheet.	Est End date: 1/12/2020	Lions' members/farmers getting quotes for installation. Installation involves cement slab and fencing. Storyboard to be interactive to lead people around to other sites in Coly. Lions are doing whole project. Will send through quotes prior to starting. Turbine donated by the Lions/farmer members.
Develop and send out expression of interest in accordance with Council's Procurement Policy for fabricator for ramps at DP/Coly and seating in pools – Confirm contractor	Est start date: Est end date:	Have spoken to Neil Smith (BEST) when he was at the Coleambally office as he has a lot of experience in the disability area. In regards to installing ramps along the length of an existing pool he contacted 2 Councils that were currently doing a similar project and their figures for an addition to an existing pool was in the \$200-300k range.  I then contacted Para Mobility Australia to speak to them and get recommendations on other options - they advised that the most popular option was a Pelican Pool & Spa Hoist. It can be moved when not in use, you can add any attachments. It is run by a battery so no connection to electricity required. The price quoted is around \$15-20K depending on attachments.  Para Mobility Australia also said fabricated ramps were too hard for disability users to get out of the pool in their wheelchairs. Ramps very heavy to remove. There are poly pipe constructed ones that may be lighter but gradient required makes it quite hard to get chairs out.  Councillors may have suggestions on the way forward with this.  <u>Pool Seating:</u> Discussing with Will and Steve re style and suppliers. Also kerb and guttering repairs at both pools Darlington Point and Coleambally.
Adverse Management Plan \$25K	Est Start Date: Est End date:	Zoom Meeting 17 August with RAMJO, will attend and report to next meeting.
BBQ Jerilderie Pool \$5K	Est start date: 1/8/2020 Est end date: 31/12/2020	Email sent to Vicki, Justin, Ben and Sue asking if it would fit in with Ben to complete this milestone, due to him managing the current pool install.

This is page 43 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

 General Manager

 Mayor



### Drought Information

- There has been a reduction in drought declared areas in NSW with the area of NSW dropping to 78.5% in drought, (as per 31 July) however Murrumbidgee remains drought declared except a small portion in the north east along the Leeton Shire and the south east alongside Federation Council.
- DPI has now a COVID 19 Primary Industries Liaison Team to help primary producers navigate the impacts of COVID 19 on their business and industry - <https://www.dpi.nsw.gov.au/home/covid-19>

The Australian Taxation Office can help people affected by drought and other natural disasters with:

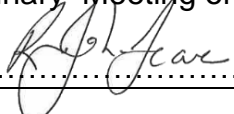
- more time to pay
- waiving penalties or interest charged at a time you were affected by drought
- payment plans with interest free periods
- adjusting Pay As You Go (PAYG) instalments to better suit your circumstances
- tax incentives for primary producers
- Visit the ATO website to access all information required to complete your tax return. There are various exemptions that exist this year due to COVID19 and working from home.
- One example is due to COVID 19 the instant asset write off limit has been increased from \$30k to \$150k. (12 March-30 June 2020)

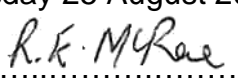
<https://www.agriculture.gov.au/ag-farm-food/drought/assistance/tax-relief>

### Ongoing

Item	Dates/Timelines/type	Action/s
Solutions4All – Alan Davies	Ongoing – Covid 19 Career/improving skills within community	Working with us to develop a program to visits schools/ community. Grant monies extended enabling days to be held later in the year.
Art in the Park Darlington Point	Ongoing Covid 19 restrictions - Mental Health	Spoken to local artisans regarding participating in wellbeing day – Paint/socialisation/meal.
RAMHP – Faith Rogers	Ongoing Mental Health Sessions	Garner any interest in community to participate – “Getting through the Dry” sessions in each community.
Grant Acquittal	Ongoing Financial	Finalise Grant Milestones Financials, Independent Audit, Acquittal Completion: AusIndustry have contacted to advise still waiting to be approved so date unknown at this stage.

This is page 44 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor



## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

As detailed in report

## **OPTION**

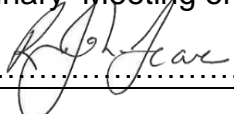
N/A

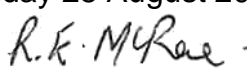
## **ATTACHMENTS**

Attachment # 3: Community Services Income and Expenditure Statement as at 31 July 2020

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This is page 45 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

## ITEM NO. 10 – MANAGER ECONOMIC & TOURISM DEVELOPMENT – MONTHLY REPORT

Council Meeting: 25 August 2020  
Report Date: 17 August 2020  
Author: Economic & Tourism Development Manager  
File #: SC218  
Approval: General Manager

### EXECUTIVE SUMMARY

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

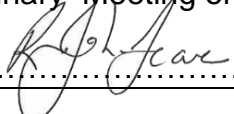
### RECOMMENDATION

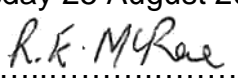
The information contained in the Manager, Economic & Tourism Development Monthly Report be noted.

### OFFICER COMMENT

Description	Comment
<b>Economic Development</b>	
METAG	No meeting held, but input sought on: <ul style="list-style-type: none"><li>• Members for Business Murrumbidgee</li><li>• Industry Director for Thrive Riverina</li><li>• Video footage for region</li></ul>
Regional Development Australia – Riverina	No action
Business Murrumbidgee	<ul style="list-style-type: none"><li>• Liaison with Business NSW</li><li>• Liaison with businesses in Darlington Point for first chapter meeting in early September.</li></ul>
Business activities	Face to face meetings with businesses in Jerilderie, Coleambally and Darlington Point. Phone calls with businesses. Updating business listings on Council website Business e-newsletter to 354 contacts Potential new businesses for Darlington Point and Jerilderie Registered for the <i>Go Local First</i> programme with Council of Small Business Organisations of Australia (COSBOA) Small Business Month grant application submitted for workshops to be held in October.

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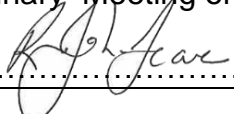
.....General Manager

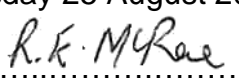
.....Mayor

<b>Tourism</b>	
Destination New South Wales	Update of product listings for Darlington Point and Jerilderie on the Australia Tourism Data Warehouse for inclusion on the VisitNSW website. Westpac Visitor Expenditure Report for May (see attached)
Destination Riverina Murray	(see attached MoU with Thrive Riverina) Monthly Council update meeting Strategic Plan for 2020-21 (see attached)
Thrive Riverina	Product audit and image gallery review for marketing campaign for early 2021.
Newell Highway Promotions Committee	No action
Kidman Way Promotions Committee	Planning workshop postponed to September
Ned Kelly Touring Route	No action
Murrumbidgee Trails Visitor Guide	Joint Visitor Guide and Destination Marketing project to be undertaken in collaboration with Narrandera, Leeton and Lockhart Shire Councils. Content and advertiser confirmed – guide is 96 pages.  Teleconference 29 July (see attached minutes) Videoconference 3 August Videoconference 12 August
Murrumbidgee Council Business and Tourism Guide	Draft complete – being proofed.
Advertising	Planning social media campaign for around school holidays
Photography	Developed a photography consent form for talent. Photo shoot for Darlington Point and Coleambally postponed due to weather. Jerilderie photo shoot date to be confirmed once first shoot is complete. Video brief developed and event organisers, tourism operators and local businesses asked to submit content/footage if they have any.
Other	<ul style="list-style-type: none"> <li>• Destination Griffith Tourism Plan consultation</li> <li>• Tourism newsletter to operators and event organisers</li> </ul>

#### **.id profile update**

This is page 47 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

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

.......... Mayor

## JobSeeker

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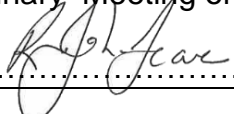
Current month	June 2020		December 2019		
Region - LGA/SA2	JobSeeker and youth allowance recipients	% of 15-64 age population	JobSeeker and Youth allowance recipients	% of 15-64 age population	Change
Riverina and Murray Region	9,318	10.3	5,775	6.4	+3,543
Albury (C)	4,035	12.0	2,630	7.8	+1,405
Berrigan (A)	463	9.9	265	5.7	+199
Carrathool (A)	123	6.8	63	3.5	+60
Edward River (A)	628	11.8	390	7.3	+238
Federation (A)	728	10.7	459	6.7	+269
Griffith (C)	1,326	7.8	763	4.5	+563
Hay (A)	161	9.0	111	6.2	+49
Leeton (A)	647	9.2	408	5.8	+239
Murray River (A)	603	8.9	302	4.5	+301
Murrumbidgee (A)	191	7.9	102	4.2	+89
Narrandera (A)	408	11.9	277	8.1	+131
Regional NSW	190,834	11.4	111,219	6.6	+79,615

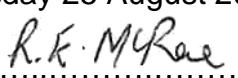
## JobSeeker information

Unemployment						
Murrumbidgee Council				Regional NSW	New South Wales	Australia
Quarter	Unemployed people	Labour force	Unemployment rate %	Unemployment rate %	Unemployment rate %	Unemployment rate %
2020						
- March	62	2,227	2.8	4.8	4.7	5.2
2019						
- December	58	2,238	2.6	4.6	4.6	5.2
- September	54	2,213	2.4	4.7	4.6	5.2
- June	56	2,173	2.6	4.9	4.5	5.2
- March	69	2,143	3.2	5.1	4.4	5.1
2018						
- December	86	2,122	4.1	5.5	4.3	5.0
- September	97	2,085	4.7	5.6	4.5	5.2
- June	99	2,029	4.9	5.6	4.8	5.4
- March	92	2,002	4.6	5.4	4.9	5.5
2017						
- December	78	1,971	4.0	5.3	4.8	5.5
- September	69	1,993	3.5	5.3	4.8	5.5

## New data for unemployment and labour force

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 General Manager

 Mayor

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

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

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

#### **Strategies:**

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

4.2.2 Work collaboratively with regional stakeholders to build Murrumbidgee Council profile

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

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

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

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

4.3.2 Provide promotion and resources for tourism service providers

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

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

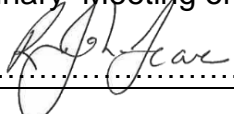
5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

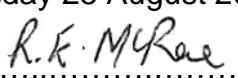
## **RISK MANAGEMENT**

N/A

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.....General Manager

.....Mayor

## CONSULTATION / ENGAGEMENT

Issues raised from consultation:

- Capturing customer details for COVID Safe Plans
- Council to consider putting two breeding pairs of koalas at the north end of Lake Jerilderie
- If another lockdown comes to NSW, some businesses are concerned they might not make it

## OPTION

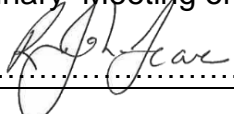
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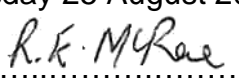
## ATTACHMENTS

Attachment # 4: Westpac Visitor Expenditure Report for May 2020  
Attachment # 5: MoU Thrive Riverina and Destination Riverina Murray  
Attachment # 6: Destination Riverina Murray Strategic Plan 2020-21  
Attachment # 7: Minutes from Murrumbidgee Trails meeting 29 July 2020

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This is page 50 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

## ITEM NO. 11 – ASSET MANAGER – MONTHLY REPORT

Council Meeting: 25 August 2020  
Report Date: 17 August 2020  
Author: Asset Manager  
File #: SC218  
Approval: General Manager

### EXECUTIVE SUMMARY

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

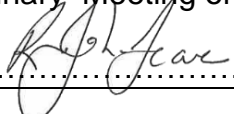
### RECOMMENDATION

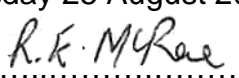
The information contained in the Asset Manager Monthly Report be noted.

### OFFICER COMMENT

Description	Comment
Meetings	2 x Management Meetings
	4 x Riverina Murray REOC COVID-19 Briefings
Preparation of Reports for Business Paper	Monthly Report
RMS	Continue development of Council System Management Plan
	7 x TfNSW Inspections (MR321)
	7 x TfNSW Inspections (HWY17)
	1 x RMCC Monthly Meeting
	Develop and negotiate 2020-21 RMAP
	Identify heavy patching MR321
ARIC	1 x Meeting
RAMJO Engineers Meeting	1 x Meeting
Darlington Point Floodplain Risk Management Study and Plan	Continuation of works in conjunction with NSW Public Works
Darlington Point Floodplain Management Project - Construction of Levee	Continuation of works in conjunction with NSW Public Works
Darlington Point Shire Hall	Further detailed investigation into hall
Assets	Refurbishment Office - Darlington Point
	Heater - Doctor Residence Coleambally
	Doors/Ceiling - Dwelling, Jerilderie
	Gates - Depot Darlington Point

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.....General Manager

.....Mayor

	Door/lock - Youth Centre Coleambally
	Window - Pre-School Darlington Point
	Window - CWA Hall Darlington Point
	A/C - Dwelling, Darlington Point
	Gutters – Dwellings, Jerilderie
	Roller Door - Tidy Towns Shed
	Lock/Door - Monash Park
	Gutters - Shop Jerilderie
Reflect	Continue developing road defect model
	Continued playground audits
	Continue developing Open Space defect model
	Continue developing building defect model
Workplace Health & Safety	Organising skin checks, hearing tests, first aid training
	Continue development of the WH&S Management System
Softfall Report	Analysis on-going – Report will be presented to the October meeting of Council

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

## **RISK MANAGEMENT**

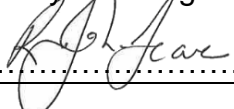
N/A


## **CONSULTATION / ENGAGEMENT**

As detailed in report

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.....General Manager

.....Mayor



**OPTION**

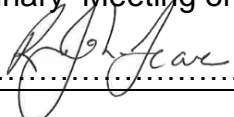
N/A


**ATTACHMENTS**

NIL

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.....General Manager

.....Mayor

**ITEM NO. 12 – OPERATIONS MANAGER – MAINTENANCE - MONTHLY REPORT**

Council Meeting: 25 August 2020  
Report Date: 17 August 2020  
Author: William Wade, Operations Manager - Maintenance  
File #: SC218  
Approval: General Manager

**EXECUTIVE SUMMARY**

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

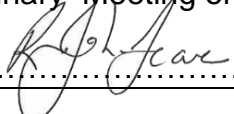
**RECOMMENDATION**

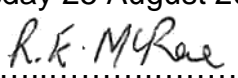
**The information contained in the Operations Manager - Maintenance Monthly Report be noted.**

**OFFICER COMMENT**

Description	Comment
Meetings	1 x Management Group 1 x Transport NSW 1 x Toolbox Talk
Council Meeting and Reports	Preparation of reports for Council Business Paper
Staff Performance Appraisals	Ongoing
Town Beautification Project	Transport for NSW approval for locations of works. Assisting in pricing of the proposed works. Community consultation.
Council Maintenance Works	Managing and scheduling maintenance works, including: <ul style="list-style-type: none"><li>• Maintenance grading</li><li>• Town Maintenance</li><li>• Water and Sewer</li><li>• Parks and Gardens</li><li>• Contractors for specialised works</li></ul>
Integrated Water Cycle Management (IWCM) Plan	NSW Public Works have been officially engaged to complete the IWCM Plan for Council. They are unable to attend a start-up meeting with the current travel restrictions in place so I have been

This is page 54 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

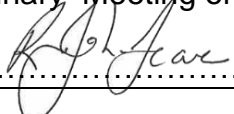
.....Mayor

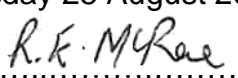
	collating data for them to start on the proposal. This data includes: <ul style="list-style-type: none"> <li>• network drawings</li> <li>• historic water quality data</li> <li>• water usage data</li> <li>• sewer treatment plant drawings, and</li> <li>• previous Water Management Plans</li> </ul>
Young Street Subdivision	Consulting civil engineer preparing plans. Surveyors completing additional works for drainage assessment.
Darlington Point Cemetery	Rose garden areas is being established with soil brought in and drainage set up.
Council Drinking Water Management Strategy Audit	Information for the Drinking Water Management Strategy Audit by NSW Health including water usage data, customer feedback and other information.
Coleambally Depot Redevelopment	Architect has produced a concept plan. Engineers are preparing construction documentation. Concrete stockpile crushed. Depot area cleared of trees.
Darlington Point Boat Ramp	Sheet piling works continue in water. Excavation and sheet piling from barge continuing. Concreting - footpath constructed 1 x site meetings
Waste Audit and Study	Awaiting detailed report from surveyors.
RMS Heavy Patching and Shoulder Grading	Scoping out works for the next heavy patching program.
Resheeting Program	Resheeting programme ongoing.
Various Public Requests / Complaints	Dealing with and responding to various enquiries, complaints and requests from the public.
Gravel Pit Rehabilitation Plans	11 Mile Pit – Stockpiled materials removed from site.
COVID-19 Action Plan	Working on Council's action plan for COVID-19 by scheduling works around the restrictions. Constantly ensuring staff are safe and minimising their possible exposure.

## SUSTAINABILITY

N/A

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.....General Manager

.....Mayor

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

As detailed in report

## **OPTION**

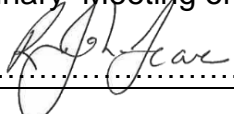
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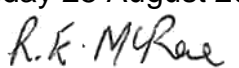
## **ATTACHMENTS**

NIL

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This is page 56 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

**ITEM NO. 13 – DEVELOPMENT APPLICATIONS APPROVED UNDER DELEGATION, JULY 2020**

Council Meeting: 25 August 2020  
Report Date: 12 August 2020  
Author: General Manager  
File #: SC210  
Approval: Manager Planning & Environment

**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

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

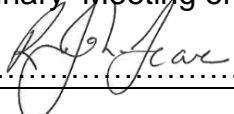
**BACKGROUND**

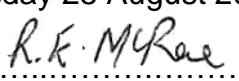
DA/CDC No.	Property Location	Description	Value	Determination Date
DA23-2020	12 Steele Road Coleambally Lot 2 DP 1024864	Hay and Machinery Shed	\$52,635	28/7/20
CC23-2020	12 Steele Road Coleambally Lot 2 DP 1024864	Hay and Machinery Shed	\$52,635	31/7/20
DA/CC29-2020	119 Jerilderie Street Jerilderie Lot 192 DP 756426	Addition of Dance Studio to Existing Gym	\$241,650	14/7/20
DA/CC31-2020	3 Rankin Road Jerilderie Lot 3 DP 1167871	Shed	\$2000	24/7/20

**ATTACHMENTS**

NIL

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.....General Manager

.....Mayor

**ITEM NO. 14 - BIOSECURITY / SALEYARDS / TRUCKWASH / STOCK CONTROL**

Council Meeting:	25 August 2020
Report Date:	12 August 2020
Author:	Biosecurity Officers
File #:	SC92
Approval:	Asset Manager

**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

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

**BACKGROUND**

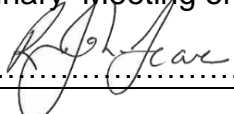
**Jerilderie:**

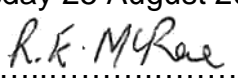
***Weeds***

- Boxthorn program ongoing along local roads.
- Sprayed boxthorn regrowth at Emery Pit. Very good results from last year's treatment.
- Horehound program along local roads, targeting larger infestations.
- Treated spot fires of Bridal Creeper, Variegated Thistle and Sweet Briar along local roads.
- Upgrades to Biosecurity Information System (BIS) finalised (southern area).
- *Action 3.2.2.5 Regional Weed Action Plan (WAP)* - local road inspections ongoing. 22 undertaken in July.
- *Action 2.1.1.3/3.2.2.3 (WAP)* - 33 high risk site inspections undertaken in July.
- *Action 2.1.1.1 (WAP)* - 4 high risk pathway inspections undertaken in July.
- Road shoulder spraying on selected roads.
- Treated bridges along local roads at southern end of Council.
- 2019-2020 WAP funding completed and passed on to Natasha Lappin, Regional Coordinator Local Land Service, DPI.

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.....General Manager

.....Mayor

- Discussions with Murray Regional Weeds Coordinator Natasha Lappin regarding when new WAP funding would be announced, stating between Oct – December.
- Treated drains at various sites.

### ***Truck Wash***

- No issues reported.

### ***Stock Control***

- Nil.

### ***Saleyards***

- Discussion with Nick Grey from Elders, possibly 1-2 sales in October with average numbers, all depending on COVID-19. Will commence yard prep in upcoming weeks.
- Repaired water leak.

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

#### ***Weeds***

- High risk pathway inspections undertaken along Sturt Highway and Kidman Way.
- Local road inspections undertaken along Carrathool Road, Conargo Road, Gum Creek Road, Oolambeyan Road, Ringwood Road, Donald Ross Drive, Eulo Road, Anderson Road, Channel 9 Road.
- Sprayed road signs at Donald Ross Drive, Main Canal Road, Yamma Road, Channel 9 Road and Pine Drive.
- Weed control of Prickly Pear along Hay Road and Boxthorn on Golf Course Reserve.
- Sprayed road shoulders along part Main Canal Road.

#### ***Stock Control***

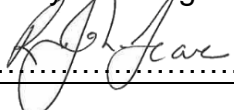
- Cattle on Sturt Highway


### **INTEGRATED PLANS**

Strategy 2.6.2 Educate and inform the community on weed management:

- Action 2.6.2.1 Promote biosecurity and weed management reduction through Council's weed management program;
- Action 2.6.2.1 Undertake inspections of rural properties to identify the existence of noxious weeds, advise and monitor for weed control;

This is page 59 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

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

.......... Mayor

- Action 2.6.2.3 Undertake weekly infestation inspections on Council and State controlled land (including roads) and implement eradication measures.

## **OPTIONS**

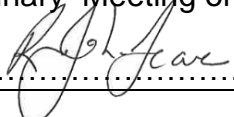
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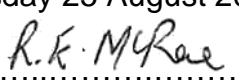
## **ATTACHMENTS**

NIL

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.....General Manager

.....Mayor



**ITEM NO. 15 - WORKS IN PROGRESS 20/07/2020 to 17/08/2020**

Council Meeting:	25 August 2020
Report Date:	17 August 2020
Author:	Johann Pereira & William Wade, Operations Managers
File #:	SC218
Approval:	General Manager

**EXECUTIVE SUMMARY**

Information report provided to Council on Works in Progress during the period 20 July to 17 August 2020.

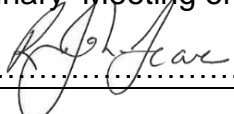
**RECOMMENDATION**

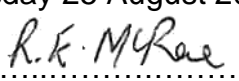
The information contained in the Works in Progress Report be noted.

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

		Budgeted (\$)	Actual Cost (\$)	Funding Source
<b>Regional Roads</b>	Guideposts installed			
RR552 – Conargo Road				
RR564 – Berrigan Road				
RR323 – Oaklands Road				
RR59 – Urana Road				
RR596 – Morundah Road				
RR356 – Berrigan Oaklands Road				
RR183 – Whitton Road	Tar patching on various segments. Roadside vegetation control. Slashing of vegetation on road shoulders.			
Carrathool Road	Tar patching on various segments. Roadside vegetation control.			

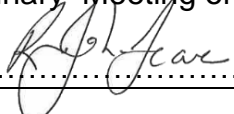
This is page 61 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

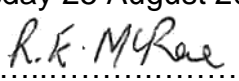
 General Manager

 Mayor

<b>MR321 – Kidman Way</b>	<p>Tar patching on various segments.</p> <p>Guidepost installations.</p> <p>Slashing of roadside vegetation in the below locations:</p> <ul style="list-style-type: none"> <li>• Segment 400</li> <li>• Segment 410</li> <li>• Segment 420</li> <li>• Segment 430</li> <li>• Segment 440</li> <li>• Segment 450</li> </ul>			
<b>H17 – Newell Highway</b>	<p>Rubbish collection.</p> <p>Roadside vegetation control at the Waddi intersection – slashing and spraying of weeds.</p> <p>Spraying of roadside vegetation.</p>			
<b>Local Road Maintenance</b>	<p>Grader Maintenance:</p> <ul style="list-style-type: none"> <li>• Morley Road</li> <li>• Forge Road</li> <li>• Shepherds Lane</li> <li>• Muntz Lane</li> <li>• Manning Lane</li> <li>• Four Corners Road</li> <li>• Clifford Downs Road</li> <li>• Harvey's Well Road</li> <li>• Oolambeyan Road</li> <li>• Gum Creek Road</li> <li>• Townsend Lane</li> <li>• Ryan Road</li> <li>• Martin Bell Road</li> <li>• Ercildoune Road</li> <li>• Kyola Road</li> <li>• Lovegrove Road</li> <li>• Innes Bridge Road</li> <li>• Colombo Road</li> <li>• McLennons Bore Road</li> <li>• Kulki Lane</li> </ul> <p>Guide post replacement and signs replaced on:</p> <ul style="list-style-type: none"> <li>• Main Canal Road</li> <li>• Channel Nine Road</li> </ul> <p>Roadside vegetation control including slashing:</p> <ul style="list-style-type: none"> <li>• Hay Road</li> <li>• Bencubbin Ave</li> </ul>			
	<p>Tar Patching:</p> <ul style="list-style-type: none"> <li>• Channel Nine Road</li> </ul>			

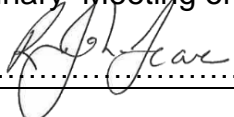
This is page 62 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

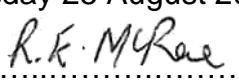
 General Manager

 Mayor

	<ul style="list-style-type: none"> <li>• Kidman Way (MR321) all segments</li> <li>• Whitton Road (MR595) all segments</li> <li>• Eulo Road</li> <li>• Anderson Road</li> <li>• Prickly Road</li> <li>• Donald Ross Drive</li> <li>• Darlington Point Streets</li> <li>• Coleambally Streets</li> <li>• Jerilderie Streets</li> <li>• Main Canal Road</li> <li>• Wallin Road</li> </ul>			
<b>Construction</b>				
<b>Resheeting</b>	<p>Road resheeting road surface 100mm of road surface for:</p> <ul style="list-style-type: none"> <li>• McGrath Road</li> <li>• North Coree Road</li> <li>• Old Corowa Road</li> </ul>			
<b>Town Streets</b>	<p><b>Darlington Point:</b></p> <p>Roadside vegetation control throughout town.</p> <p>Tar patching throughout town streets.</p> <p>Table drains around town slashed and sprayed for weeds.</p> <p>Streets swept with street sweeper truck.</p> <p>Tar patching around Darlington Point streets.</p>			
<b>Resealing Programme</b>				
<b>Town Maintenance</b>	<p><b>Darlington Point</b></p> <p>Vegetation control on asset protection zones around town.</p> <p>Fire breaks around town slashed.</p> <p>Garden beds in road medians cleared up and maintained.</p> <p>Tar patching on all town streets</p>			
	<p><b>Coleambally</b></p> <p>Vegetation control on asset protection zones around Coleambally.</p>			

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.....General Manager

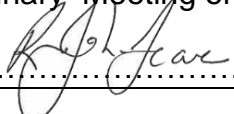
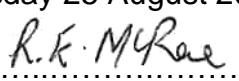
.....Mayor

	Slashing of vegetation at town entrance.  Brolga Lane Car park surface maintained.			
	<b>Jerilderie</b>  New raw water line to Jerilderie Swimming Pool installed.			
<b>Parks and Gardens</b>	Parks and gardens maintained throughout Jerilderie, Coleambally and Darlington Point.  Darlington Point garden beds on Carrington Street wood chips placed and weeds removed  New sprinkler system in Luke Park, Jerilderie tested and minor defects repaired.			
<b>Water &amp; Sewerage</b>	<b>Darlington Point</b> Six (6) x sewerage pump station blockages were cleared. New sewer junction and inspection opening installed in Stock Street.			
	<b>Coleambally</b> Sewerage pump station blockages were cleared: Sandiper Street pump station			
	<b>Jerilderie</b> Sewerage pump station blockages were cleared.			
	<b>Bore Coverage:</b> Coverage of bores within the council: Darlington Point: Bore No 1: 32 m coverage while idle, 29m coverage while running Bore No 2: 32m coverage while idle, 27m coverage while running Coleambally Bore No 1: 29m cover while idle, 22m coverage while running Bore No 3: 31m while idle, 25m coverage while running			

#### **OTHER ITEMS**

<b>Darlington Point Cemetery</b>	Rose garden bed currently being established.  New lawn coverage growing.			
<b>Land Fills</b>	Shredding of green waste material is underway at landfills by shredding contractor.			

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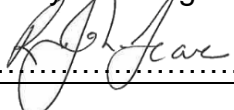

 ..... General Manager
  ..... Mayor

	Waste concrete at Darlington Point landfill has been crushed and stockpiled for future use.			
<b>Channel Nine Road – Vehicle Accident Road Closure</b>	Vehicle accident and traffic control was provided for Essential Energy while power pole was replaced.			
<b>Integrated Water Cycle Management (IWCM) Plans</b>	NSW Public Works have been formally engaged to complete the IWCM Plan for Council. Council are currently collecting plans, drawings and historical data requested by NSW Public Works.			
<b>Coleambally Depot Upgrade</b>	Engineers have been engaged to start preparing the specification for the project.  Trees and other vegetation has been cleared from site.			
<b>Darlington Point Boat Ramp</b>	Earth works and sheet piling have been carried out by excavator on a barge at the toe of the ramp.  Concrete footpath has been constructed and preparations for concreting of ramp are underway.			

#### **UPCOMING WORKS**

		Budgeted (\$)	Funding Source
<b>Local Road Maintenance</b>	All roads within the bus routes to be maintenance graded.  Tar patching throughout towns.  Grading program attached.		
<b>Roads to Recovery</b>			
<b>Regional Roads</b>			
<b>H17 – Newell Highway</b>			
<b>MR321 – Kidman Way</b>	Roadside vegetation to be slashed.		
<b>Water &amp; Sewerage</b>			

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

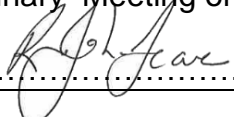
Concreting Works			
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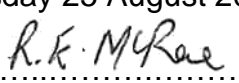
## **ATTACHMENTS**

Attachment # 8:      Grading Program

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This is page 66 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor

## CONFIDENTIAL ITEMS

### ITEM NO. 16 – TENDERS FOR INTERNAL AUDITOR

Council Meeting:	25 August 2020
Report Date:	7 August 2020
Author:	Finance Manager
File #:	SC130
Approval:	General Manager

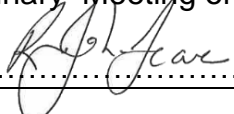
### RECOMMENDATION

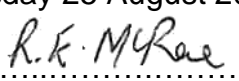
This item be referred to the **CONFIDENTIAL** section of the Ordinary Council Meeting which is closed to the public. This item is classified as confidential in accordance with Section 10A (2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating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

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

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This is page 67 of 69 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 25 August 2020.

.....General Manager

.....Mayor