

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

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

## ITEMS FOR DECISION

### ITEM NO. 1- ESTABLISHMENT OF JOINT ORGANISATIONS

FILE: 03.29

FROM: GENERAL MANAGER

A special RAMROC meeting was held on 18 December 2017, to discuss the establishment of Joint Organisations within our region.

The meeting was attended by member Councils, Mr Chris Presland, Director, Reform Implementation, Office of Local Government and also Ms Trudi McDonald, Regional Co-Ordinator, Department of Premier and Cabinet.

As a result of reviewing a number of potential Joint Organisation options, the RAMROC meeting resolved as follows:

*That it be recommended to the RAMROC Member Councils that they resolved to adopt Option 3 in the Executive Officer's Report, which proposes the establishment of two Joint Organisations within the DoP Riverina Murray State Regional Boundaries, these being a Murray and Murrumbidgee Joint Organisation comprising 11 Council areas (ie generally comprising current RAMROC Councils), and a Riverina Joint Organisation comprising 9 Council areas (generally comprising current REROC Councils); and noting that Balranald and Wentworth Shires now have an option to adopt full Joint Organisation membership for a Murray and Murrumbidgee Joint Organisation.*

**Note:** Balranald and Wentworth Shires have recently been granted the option by the State Government to have full membership status of a Joint Organisation within the Riverina Murray DoP Regional Boundaries if they so resolve. Alternatively, they may decide to become full members of a new Far West Joint Organisation, potentially as well having non-voting/associate membership status of a Joint Organisation within the Riverina Murray region.

At a meeting in Narrandera on 5 February 2018, with a combination of RAMROC and REROC Councils, Leeton and Narrandera Shire Councils advised their preference to be in a JO formed to include Wagga Wagga. While many Councils have not yet made their decision, there is strong support by Councils in the RAMROC model for two JO's in the Murray Riverina Planning Area (attachment # 1).

The next step for Council is to consider the RAMROC resolution, and confirm Council's desire to participate in the Murray and Murrumbidgee Joint Organisation.

The Office of Local Government advises a Council resolution is a critical part of the process of getting a Joint Organisation area recommended to the Governor to

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enable proclamation. Councils must provide to the Minister for Local Government a copy of their resolution by 23 March 2018 (attachment # 2).

Draft regulations to support Joint Organisations (JOs) and a Regulation Consultation Guide have been released for Council consideration and feedback by 16 March 2018.


## RECOMMENDATION

That:

- a) Councillors review and provide feedback on proposed amendments to the Local Government (General) Regulation 2005 by 16 March 2018
- b) In accordance with Part 7 of Chapter 12 of the Local Government Act 1993, Murrumbidgee Council resolves:
  1. That the Council inform the Minister for Local Government of the Council's endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation in accordance with this resolution;
  2. To approve the inclusion of the Council's area in the Joint Organisation's area;
  3. That the Joint Organisation be established to cover the Council's area and any one or more of the following Council areas:
    - Albury City, Federation, Berrigan, Edward River, Murray River, Balranald, Wentworth, Narrandera, Leeton, Griffith, Murrumbidgee, Carrathool and Hay.
  4. That an expiry of a period of 28 days from the making of this resolution, the General Manager provide the Minister:
    - a. With a copy of this resolution, including the date on which Council made this resolution, and
    - b. Inform the Minister that this resolution has not been rescinded, for the purpose of the Minister issuing a certificate under Section 400P of the Act.

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..... General Manager

..... Mayor

**ITEM NO. 2 – MAJOR PROJECTS FUNDING**  
**FILE: 03.13.08A**  
**FROM: GENERAL MANAGER**

The following lists the priorities for Major Project funding recommended for consideration by the Assessment Panel, and with priorities adopted by Council at the December 2017 meeting. The January strategic planning workshop considered this matter and the list has been modified to reflect the discussion in that meeting:

<b>Available for Coleambally:</b>	<b>\$2.6m</b>
Netball Courts (funded)	\$250k
Sportsground	\$1.03m
Brolga Place (SCCF Grant \$225k)	\$275k
Water Upgrade	<u>\$600k</u> <b>\$2.380m</b>
Airport	\$1m
Bencubbin Ave	\$1.3m
<b>Available for Darlington Point:</b>	<b>\$2.82m</b>
1 Apex Boat Ramp (grant \$450k)	<b>\$468k</b>
2 <b>Town Water Treatment &amp; Storage(Ccl 800k)</b>	<b>nil</b>
3 Sports Ground Redevelopment (SCCF \$222k)	\$478k
4 Lions Park Toilet Block	\$300k
5 Op Shop Community Hub	\$70k
6 Goanna Walk Trail	\$28k
7 Waddi Community Centre	\$80k
8 Darlington Point Caravan Park	<u>\$150k</u> <b>\$1,574m</b>
9 Darlington Point Industrial Estate Planning	\$TBC
10 National Park Access and Signage	\$158k
11 Town Information Boards	<u>\$58k</u> <b>\$1,790m</b>
<b>Available for Jerilderie:</b>	<b>\$2.41m</b>
1 Additional Town Water Entitlement (100ml subject to establishing eligibility)	\$350k
2 Water Treatment and Storage (25% of estimate in funding proposal to Safe and Secure Water)	\$800k
3 Wunnamurra Independent Living Project (two dwellings with driveways and landscaping)	\$450k
4 Swimming Pool	<u>\$1.0m</u> <b>\$2.6m</b>
5 Long Day Care	\$500k
6 Yamma Hall Playground	\$40k
7 (Showgrounds Toilets funded by SCCF	\$252k )

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 General Manager ..... Mayor

To facilitate the completion of projects within the timeframe expected by the State Government as a condition of the Stronger Communities Funds provided as part of the merger, allocation to projects will need to proceed as soon as Council is willing to commit to the specific projects.

To that end and in the light of the work done by Council in prioritising and confirming its position on the allocation of these funds I believe Council can commit and announce several projects for funding from the Stronger Communities Fund.

**Coleambally**

Brolga Place – co-funding with Stronger Country Communities funds \$275,000

**Darlington Point**

Boat Ramp – co-funding with Boating Now funds \$468,000

Sports Ground Redevelopment – co-funding with Stronger Country Communities funds \$478,000

**Jerilderie**

Water Treatment and Storage (Council's share of Safe and Secure Water Program) \$800,000

Wunnamurra Independent Living (two dwellings with driveways and landscaping) \$450,000

**RECOMMENDATION**

That funds be allocated from the Stronger Communities Fund as listed.

**ITEM NO. 3 - REQUEST FOR VARIATION TO STRONGER COMMUNITIES  
FUND GRANT – COLEAMBALLY COMMUNITY CLUB**

**FILE: 03.13.08A-7**

**FROM: GENERAL MANAGER**

A request has been received from the Coleambally Community Club regarding their Round 1 Stronger Communities Fund Grant. The Club is asking Council to consider a variation to the proposals as granted.

The Club was successful in obtaining a \$50,000 grant for installation of a playground and enhancement of the family area, however once works began on the family area major issues were discovered with the club house. Emergency works were required to repair leaks in the ceiling.

The Coleambally Community Club is asking for the playground portion of the grant allocation to be changed to the building works and repairs that were required to bring the building up to a safe standard.

The outdoor dining area portion of the Round 1 grant has been completed and the Club is now awaiting payment of their Round 2 grant for the bowling greens levelling and upgrade of the main bar and toilets. The Round 2 funding will be released once Round 1 is acquitted.

**RECOMMENDATION**

That the Coleambally Community Club's request to vary their Round 1 grant be considered.

**ITEM NO: 4 -ASSET MANAGEMENT**  
**FILE: 06.01**  
**FROM: ASSISTANT GENERAL MANAGER, INFRASTRUCTURE & ENVIRONMENT**

As part of the Integrated Planning and Reporting (IP & R) requirements, Council is required to prepare an Asset Management Policy, Asset Management Strategy and Asset Management Plans to support its Community Strategic Plan and Delivery Programme and Operational Plan.

Council officers, in conjunction with consultants Jeff Roorda & Associates, a division of Technology One, have now completed the Asset Management Policy (attachment # 3), Asset Management Strategy (AMS) and Asset Management Plans for Council's major asset groups, those being Buildings, Land Improvements, Water Supply, Sewer Services, Stormwater & Drainage and Transport Infrastructure. The complete Plans and Asset Management Strategy are provided as a separate document. The plans have been compiled from the 2016 financial statements, together with the Long Term Financial Plan, Delivery Programme and Operational Plan, and will be updated annually following completion of the annual financial statements. This will then allow for incorporation into the next annual IP & R documentation.

The Asset Management Strategy identifies crucial assets that are critical to the operations of Council and provides risk management strategies for such. It also contains specific actions to be undertaken in order to improve the asset management capability and probable resource requirements within certain timeframes.

The Asset Management Plans, as listed above, identify asset service standards and contain long term projections for asset maintenance, rehabilitation and replacement costs for the next 10 years.


The AMS forecasts operating, maintenance, renewal and upgrade outlays necessary to sustain the current service levels for all infrastructure assets to be \$93.40 over the next 10 years. The funding of such is estimated at \$76.9m which is only 82% of the costs to sustain the current service levels. The funding shortfalls average some \$1.6m per year.

The AMS concludes the following steps be undertaken:

1. Develop and maintain Asset Management Plans and Service Levels for key asset categories;
2. Demonstrate alignment with the Long Term Financial Plan and communicate risk consequences for aspirational and affordable service levels;
3. Review, update and report, on an annual basis, the effectiveness of the items above to the Executive management team via a State of the Assets Report, and including service level trends and high to very high infrastructure risks.

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

The AMS recommends that the Asset Management Improvement Plan be developed over the next 6 to 12 months in order to further improve the confidence levels of the current data.

**RECOMMENDATION**

That the:

- a) Asset Management Policy be placed on Public Exhibition in accordance with Section 160 of the Local Government Act;
- b) Asset Management Strategy and Asset Management Plans for Buildings, Land Improvements, Water, Sewer, Stormwater & Drainage and Transport Infrastructure be adopted.



**ITEM NO. 5 - CREATION OF EASEMENTS – WUNNAMURRA ESTATE STAGE 2**  
**FILE: 04.15.02 / LD**  
**FROM: ASSISTANT GENERAL MANAGER, INFRASTRUCTURE AND ENVIRONMENT**

Council has received the plans and associated Section 88b Instrument for the creation of easements for multi-purpose electrical installation within Lots 48 and 78, DP 1225744, and easement for underground electricity within Lot 80 DP 1225744.

The Deposited Plan Administration Sheets require the signature of the Mayor and General Manager under the Common Seal of Council. These will then be forwarded to Council's Solicitor to arrange signing by Essential Energy and lodgement at the Land Titles Office.

**RECOMMENDATION**

The Deposited Plan Administration Sheets relating to the creation of easements at Wunnamurra Estate Stage 2 be signed by the Mayor and General Manager, with relevant documents executed under the Common Seal of Council.

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

**ITEM NO. 6 - NORTH JERILDERIE SEWER EXTENSION - ESTIMATE OF COSTS**

**FILE: 04.35.04**

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

**Background**

In 2007 Council investigations identified a problem with the way properties along McDougall Street and Showground Road, Jerilderie were discharging their effluent. There is no sewer service in this location. These properties were not discharging their effluent onto their own land. They were discharging onto Council Land or Crown Land with Council approval or in another instance, the effluent was being disposed of onto an adjoining property. All these disposal methods are illegal.

This matter was reported to Council on 24 July, 2007. Council resolved to construct the sewer system in order to connect properties along McDougall Street and Showground Road, Jerilderie. The system has been partially built and most of the material purchased, an amount of \$136,000 was expended in the 2016/17 financial year.

**Issues**

An estimate of costs of \$300,000 has been determined for the completion of installation of the sewer system to service these properties. The estimate of cost includes:

Design, supply and installation of 770 metres of sewer main and 570 metres of rising main. Eight house connections. Fill in old tanks, absorption trench and all necessary rehabilitation work.

**Financial Consideration**

The cost of the project is estimated at \$300,000. No funds have been made available for the project in this year's budget. Funds are available in the Jerilderie Sewerage Reserve.

**RECOMMENDATION**

That an allocation of \$300,000 be provided from the Jerilderie Sewerage Reserve fund to complete the North Jerilderie Sewer Extension

**ITEM NO. 7 - DARLINGTON POINT TOWN ENTRANCE SIGNS**

**FILE: 04.54**

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

**Background**

Council has requested that consideration be made for the provision of new town entrance signs at the various entries to Darlington Point.

**Issues**

An estimate of costs of \$51,251 has been determined for the design, supply and installation of four signs. The original request from Council was for three town entrance signs. Whitton Road was not included.

The four entrances nominated are:

- 1) Kidman Way North
- 2) Kidman Way South
- 3) Sturt Highway/Kidman Way intersection
- 4) Whitton Road



*The photos show existing signs on Kidman Way, Whitton Road and the Intersection at the Sturt Highway and Kidman Way.*

There is no actual town sign at the intersection of Sturt Highway and Kidman Way. There are advanced warning signs and a sign at the intersection that shows Darlington Point direction. These would be Roads & Maritime Services (RMS) approved signs. Approval from RMS would be required for Council to erect a town entrance sign at this intersection.

There may be some concerns from the RMS regarding installing a town entrance sign on the Sturt Highway. There are already numerous signs on the Sturt Highway directing to Darlington Point.

A sample of the proposed sign is included in this report. Please note this is a sample and can be adjusted.



### Financial Consideration

There are no current Council funds allocated for this project. There is a grant application of \$58,000 under Major Project Funding for town information boards for Darlington Point.


### RECOMMENDATION

That:

- a) An allocation of \$55,000 be made from the Stronger Communities Fund for town entrance signs for Darlington Point township;
- b) Designs be prepared for final selection, in consultation with the Darlington Point Town Life Committee.

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.....General Manager

.....Mayor

**ITEM NO. 8 - DARLINGTON POINT CEMETERY, CONSTRUCTION OF A CINERARIUM (ASHES WALL)**

**FILE: 02.15**

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

**Background**

Council has \$12,000 in its current budget to construct a Cinerarium in the lawn section at Darlington Point Cemetery (exact location yet to be determined). The estimated overall cost is \$20,000. The reason for the additional cost is that the original estimate was based on the Coleambally facility, which was a single wall construction. It was realised that the single wall was insufficient, and it had to be duplicated.



The proposed Darlington Point cinerarium will be a double wall.

Both Coleambally and Jerilderie cemeteries have cinerariums, and community enquiries indicate that there is a need for this facility in Darlington Point.

*Cinerarium at Coleambally*

**Issues**

An estimate of costs of \$17,890 has been obtained from Russell Lau of Shepparton to supply and install a granite type structure similar to the Coleambally cinerarium. There is some minor landscaping work which can be completed by Council staff.

**Financial Consideration**

The project currently has an estimated funding shortfall of \$8,000. The works could be funded from Council's Reserves budget.

**RECOMMENDATION**

The plan and costing for the Cinerarium at the Darlington Point Cemetery be approved.

**ITEM NO. 9 - "THE WILLOWS", JERILDERIE - REPAIRS TO BUILDING  
ESTIMATE OF COSTS**

**FILE: 07.03.02**

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

**Background**

"The Willows" building in Powell Street, Jerilderie has received a grant of \$90,000, for building repairs under the Heritage Near Me program.

**Issues**

An estimate of costs of \$116,495 was calculated to perform repairs to the building, including roof repair/replacement, gutters, brickwork, front verandah deck and drainage.

It was decided to prioritise the work to ensure there wouldn't be any over expenditure above the grant of \$90,000.

Brickwork repairs were considered the most important, as there was considerable subsidence at the front south western corner of the building, plus numerous other sections where there are cracks and mortar displacement. Estimated cost \$25,400.

In order to access the footings where the brickwork had subsided, part of the front verandah deck was removed. This provided additional information into the condition of the footings, bearers and joists and posts on the front verandah. The condition was poor, and it is fortunate the front verandah has not collapsed.

An estimate of \$9,988 was provided to replace the verandah deck only. This was included in the original estimate. There will be additional costs to replace/repair verandah footings, bearers, joists and posts. It is anticipated an additional \$20,000 will be required.



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*Crawford*  
.....General Manager

.....Mayor

\$3,000 was included in the original estimate to improve drainage in the front yard to minimise seepage under the front verandah.

This would bring expenditure up to \$58,388, and be within the grant funding of \$90,000.

Work will not progress on roof and gutter repairs/replacement until costs are known on the brickwork repairs and verandah repair/replacement. Work will be staged to keep costs within the \$90,000 grant.

**RECOMMENDATION**

Repairs to The Willows building not exceed the Heritage Near Me grant funds total of \$90,000.

**ITEM NO. 10 - LUKE PARK, JERILDERIE - SUPPLY OF EXERCISE MACHINES UNDER STRONGER COMMUNITIES FUND**  
**FILE: 03.13.08A-40**  
**FROM: ASSISTANT GENERAL MANAGER, INFRASTRUCTURE & ENVIRONMENT**

**Background**

Council has an approved grant under the Stronger Communities Fund of \$43,943 for the supply and installation of exercise machines in the Luke Park/Lake Jerilderie precinct.

**Issues**

An estimate of costs of \$50,000 on a revised layout of exercise machines has been obtained from Parkfit, to supply and install equipment around this precinct. The higher cost has been bought about by the safety requirement to have soft-fall around several of these machines. There will be some minor landscaping work around each site which can be completed by Council staff.

**Financial Consideration**

The cost of the project is estimated at \$50,000, with grant funds available of \$43,943. The additional costs of the works could be funded from the balance of grant funds remaining for the various Luke Park projects.

**RECOMMENDATION**

That:

- a) The proposed Exercise Machines Project for Luke Park/Lake Jerilderie precinct be approved;
- b) Total cost of projects in the Luke Park/Lake Jerilderie precinct be kept within allocated funds.



**ITEM NO. 11 - LUKE PARK, JERILDERIE-INSTALLATION OF PATHWAY TO PLAYGROUND-STRONGER COMMUNITIES FUND**  
**FILE: 03.13.08A-38**  
**FROM: ASSISTANT GENERAL MANAGER, INFRASTRUCTURE & ENVIRONMENT**

### **Background**

Council has an approved grant under the Stronger Communities Fund of \$12,417.81 for the supply and installation of a concrete pathway across Luke Park. This pathway will link the footpath in Powell Street to the playground in Luke Park and onto the pathway that goes around Lake Jerilderie. Estimated costs have been obtained that indicate an overall cost of \$17,850. There will be some minor landscaping working around this site which can be completed by Council staff.

### **Issues**

The additional costs are due to ensuring the best possible alignment of the path in order to provide disabled access into Luke Park, providing access to the barbecue area and the playground.

### **Financial Consideration**

The additional costs of the works could be funded from the balance of grant funds remaining for the various Luke Park projects.

### **RECOMMENDATION**

That:

- a) The proposed Pathway Project for Luke Park/Lake Jerilderie precinct be approved;
- b) Total cost of projects in the Luke Park/Lake Jerilderie precinct be kept within allocated funds.

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

**ITEM NO. 12-COLEAMBALLY 50TH ANNIVERSARY IMPROVEMENT WORKS**

**FILE: 04.25.18**

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

**Background**

In preparation for the celebration of the 50th Anniversary of the Coleambally township, the Council engaged a landscape architect to:

- Create a shared vision for a revitalised town centre that synthesizes civic goals and community aspirations about the importance of the town centre as a place and what it could be;
- Be informed by broad and iterative engagement with stakeholders and the broader community;
- Be implementation-oriented, identifying trigger points, responsibilities, time and costs to ensure delivery can be coordinated and monitored; and
- Be an adaptive plan, to be continually reviewed in the light of progress, and updated accordingly.

A place-led approach was specified to underpin the Town Master Plan, to align objectives through visioning, planning, development, investment attraction and management. The place-led approach will ensure that the Town Master Plan is developed from the holistic perspective to define:

- How it will be used, by who and when;
- What key destinations, facilities and amenity are required;
- How it is positioned and marketed to attract investment;
- How it will be programmed and managed to ensure the place experience delivers on the vision.

**Issues**

In January 2018 the appointed consultant presented draft concepts for the Town Master Plan. It has been widely acknowledged that the presented concept requires a lot more creative work before it can be used as a guide for some immediate improvement works. Consequently, an improvement program has been developed for completion before the 50<sup>th</sup> Anniversary Celebrations, in advance of completion of the Town Master Plan:

1. Town Entrance – repaint the existing signage, update the information boards;
2. Refurbish Toilet Blocks at McGuinness Square and Lions Park – refurbish existing toilets and provide disability access;
3. Sporting Precinct Entrance Works - improve the surfacing of the internal roads and construct parking bay;

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*Erasmus* General Manager ..... Mayor

4. Walking Track - construct walking track from Sandpiper Street to the existing walkway near St Peter's Primary School.

### **Budget**

1. Town Entrance-\$20,000;
2. Refurbish Toilet Blocks at McGuinness Square and Lions Park-\$100,000;
3. Sporting Precinct Entrance Works-\$25,000.00;
4. Walking Track-\$30,000.

### **Conclusion**

The proposed projects are relatively straightforward and can be delivered within the available time frame. It is envisaged that the projects will be delivered both internally and by specialised contractors.


### **RECOMMENDATION**

That:

- a) The proposed projects and budgets be approved for completion before the 50<sup>th</sup> Anniversary Celebrations for Coleambally;
- b) Allocation be made from the Infrastructure Fund, North.

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.....General Manager

  
.....Mayor

**ITEM NO. 13 – DRAFT WORKFORCE MANAGEMENT STRATEGY**

**FILE: 03.38**

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

**BACKGROUND**

1. The Workforce Management Strategy (WMS) makes up one of three components of Council's **Resourcing Strategy** as required under the NSW Local Government **Integrated Planning and Reporting Framework**;
2. Council is required to develop and implement a Workforce Management Strategy to support the achievement of its Delivery and Operating Programs, by addressing the human resources issues required to deliver the Delivery and Operating programs over a four-year period. It considers what people, skills, experience and expertise are required to implement the programs, and enables Council to plan workforce adjustments to meet changing priorities and new technologies;
3. The Project Management Office was tasked with delivering the Workforce Management Strategy. Delivery was scheduled for February 2018. The document complements other NSW Government guidance material for merging Councils, including the National Workforce Strategy 2013-2020;
4. Peter Evans, who is consulting to staff from Local Government NSW has been assisting Council to develop its Workforce Management Strategy and performance appraisal system;
5. Consultation with staff on the Workforce Management Strategy has occurred, and feedback from these consultation sessions is incorporated into the Strategy.

**ISSUES:**

1. The Strategy addresses issues, including:
  - a. An ageing workforce and succession planning;
  - b. How to provide opportunities to create and retain positions for local young people;
  - c. Incentives supporting the Council to be an employer of choice;
  - d. Learning and development;
  - e. Performance management;
  - f. Workforce diversity; and
  - g. Recruitment strategies to fill skills gaps.
2. The deliverables identified in the Workforce Management Strategy will form the basis of the HR functions workload over the next four years, and is aligned to Council's various plans under the Integrated Planning and Reporting Framework and the recently approved Local Government Capability Framework, developed and implemented by Local Government NSW.

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..... General Manager

..... Mayor

The final draft of the Murrumbidgee Council Workforce Management Strategy will be tabled at the meeting.

**RECOMMENDATION**

That Council approve the draft of the Murrumbidgee Council Workforce Management Strategy.

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*Erin Moran*.....General Manager .....Mayor

**ITEM NO. 14 - UPDATE REPORT - STRONGER COMMUNITIES FUND (SCF)  
JANUARY 2018**  
**FILE: 03.13.08A**  
**FROM: ASSISTANT GENERAL MANAGER, CORPORATE &  
COMMUNITY SERVICES**

This report provides an update on the status of Rounds One and Two of the Stronger Communities Fund, and also reports on the expenditure of the Community Infrastructure Fund and Major Projects Fund to date. Attachment # 4 provides detailed information.

Of the 57 projects allocated funding totalling \$1,534,474.18 in Rounds 1 and 2 of the Stronger Communities Fund Grants, 7 projects are still to receive funding and 1 project has been deemed unable to proceed. As at 31 January, 2018 \$294,124.36 remains unspent and a further \$96,454.44 can be returned to the fund as a result of savings primarily relating to GST.

Two projects have had their grant funds reallocated to alternative purposes and a further project has a request for variation to be considered at this meeting.

Two further projects now need reconsideration of the amount of grant funds to be allocated as a result of additional works being required.

The Jerilderie CWA project has been overspent by an amount of \$2,303.61. This upgrade required additional works to complete the project to a satisfactory standard.

Also, the Coleambally Squash Club resurfacing project was completed in conjunction with funds of \$53,000 provided by Council from its reserves. At the time of reconstruction, asbestos was found within the building requiring significant extra costs to be expended in order to make safe and complete the project. To date, Council has incurred additional costs of some \$32,000.

Presently, funding of \$1,116,774.52 has been allocated to Community Infrastructure/Major Projects Fund projects.

Of the 19 projects allocated, 5 have been completed at a cost of \$316,040.37, with savings of \$4,594.07 able to be returned to the funding pool. A further 5 projects have either commenced or quotes and contractors are being sourced.

Interest earned on the unexpended funds to 31 January 2018 equates to \$363,960, and this amount, together with the savings to be returned to the fund, allows \$7,813,000 for projects on the priority funding list.

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This is page 22 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

 General Manager ..... Mayor

**RECOMMENDATION**

That the report be noted and that Council consider making available additional grant funds from the savings generated from previously allocated Stronger Communities Fund to:

- a) Jerilderie CWA an amount of \$2,303.61; and
- b) the Coleambally Squash Club an amount of \$32,000.

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This is page 23 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

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

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**ITEM NO. 15 – DRAFT INVESTMENT POLICY**

**FILE: 03.06**

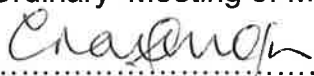
**FROM: ASSISTANT GENERAL MANAGER, CORPORATE AND COMMUNITY SERVICES**

**BACKGROUND**

1. Councils have a fiduciary responsibility when investing, and should exercise care, diligence and skill that a prudent person would exercise in managing the affairs of other persons;
2. To assist Councillors, General Managers and the Responsible Accounting Officers of Councils to invest surplus funds in a prudent and appropriate manner, all Councils are required to develop an Investment Policy. These Investment Policy guidelines have been developed to provide assistance with the preparation of a policy and the prudent and appropriate management of a Council's surplus funds. Investments are not considered to be a principal activity for Councils, but the knowledge and skill required to manage investments can be quite specialised;
3. In 2007, a review was done to clarify the exposure of NSW Councils to any losses. The review investigated the impact on Councils that had invested in structured financial products. The recommendations from the review included:
  - a) amendments to the Ministerial Investment Order;
  - b) grandfathering existing investments that are excluded by the proposed changes to the Ministerial Investment Order;
  - c) excluding the manufacturers and distributors of investment products from acting as investment advisors to Councils;
  - d) suspending investments with specific credit ratings until December 2009;
  - e) ensuring Councils are more fully aware of their obligations under the *Local Government Act 1993* and the *Trustee Act 1925 (NSW)*; and
  - f) issuing investment policy guidelines for Councils.
4. The NSW Government has adopted all the recommendations from the report;
5. The requirement under Section 5 of the Office of Local Government's Investment Guidelines require Councils to seek advice only from:
  - a. Advisors licensed by the Australian Security and Investment Commissions;
  - b. Obtain written confirmation that no actual or potential conflicts of interest exist; and
  - c. Undertake separate reference checks of advisor.

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This is page 24 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

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



6. In October 2017, the Office of Local Government issued a circular – 17-29 Investment Policy Guidelines – Interim TCorp Waiver which provided a waiver to certain provision under Section 5 of the Office of Local Government’s Investment Policy Guidelines to allow Councils to engage NSW Treasury Corporation (TCorp) in the provision of investment advice.

## **ISSUES**

1. Councils are generally required to review their investment policy annually. This draft Investment Policy (attachment # 5) is the first integrated policy for Council and reflects both previous policies;

### **Additional Attachments Tabled at Meeting**

- The draft Investment Policy also incorporates the additional amendments identified by the Office of Local Government in their October 2017 Circular (17-29 Investment Policy Guidelines – Interim TCorp Waiver)
- Revised Ministerial Investment Order dated 17 February 2011
- Local Government Act 1993 – Investment Order dated 12 January 2011
- Division of Local Government Investment Policy Guidelines – May 2010

## **RECOMMENDATION**

That the draft Investment Policy be adopted.

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This is page 25 of 51 of the General Manager’s Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

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

**ITEM NO. 16 - QUARTERLY BUDGET REVIEW**  
**FILE: 05.13**  
**FROM : ASSISTANT GENERAL MANAGER, CORPORATE & COMMUNITY SERVICES**

Attached is the quarterly budget review for the period to 31 December 2017, including a statement of financial performance, a proposed balance sheet review, a statement of cash flows for each fund, an income and expenditure statement by function, a forecast capital budget review by function, and a variation report (attachment # 6).

Also provides are a budget review of the cash and investment position, a budget review of key performance indicators, a budget review of contracts and other expenses and a budget review of consultancy and legal expenses, as required by the updated Code of Accounting Practice and Financial Reporting in accordance with clause 203(3) of the Regulations.

The forecast statement of cash flows for the General Fund indicates a decrease of cash held of \$11,271,341, a further decrease from the previous quarter of \$189,935.

This variation is primarily a result of the change of funding source for the dwelling purchased in Coleambally from loan fund to reserves.

The Sewer Fund cash flows indicate expenditure over income of \$15,219, a decrease from the previous quarter of \$5,410.

The Water Fund cash flow indicates expenditure over income of \$877,002, being an increase of \$2,853 from the previous quarter.

The statement of financial performance indicates a surplus of \$937,687 compared to the previous quarter deficit amount of \$1,820,398. This is summarised as General Fund surplus of \$855,386, Water Fund surplus of \$78,127 and Sewer Fund surplus of \$4,174.

The favourable variation of \$2,819,986 can be summarised as follows:

Additional grant income	\$3,430,072
Additional other income	455,953
Decreased Block & Repair Grants	(34,649)
Decreased other income	(1,031,390)
Increased operating expenditure	(359,760)
Decreased operating expenditure	297,859

The full list of the variances to the budgeted figures can be viewed at pages 27-34 of the attachment.

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This is page 26 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

 General Manager ..... Mayor

**Report by Responsible Accounting Officer**

Made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

It is my opinion that the Quarterly Budget Review Statement for Murrumbidgee Council for the quarter ended 31 December 2017 indicates that Council's projected financial position at 30 June 2018 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

\_\_\_\_\_  
Alison Coe  
Responsible Accounting Officer  
Murrumbidgee Council

\_\_\_\_\_  
Date

**RECOMMENDATION**

That the report be noted and variances to the budgets as outlined in the attachment be approved.

\_\_\_\_\_  
This is page 27 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

.....  
*Caroline* General Manager

..... Mayor

**ITEM NO. 17 - NEW COUNCIL IMPLEMENTATION FUND DECEMBER 2017**  
**FILE: 03.13.08A**  
**FROM: ASSISTANT GENERAL MANAGER, CORPORATE & COMMUNITY SERVICES**

**New Council Implementation Fund**

Council received a grant of \$5m for the purposes of funding the work to be undertaken to merge the two Councils.

A revised budget for expenditure of those funds was created and has been provided to the Office of Local Government (OLG) (a requirement of the funding agreement entered into between Council and the OLG).

This report provides an update on expenditure to date and proposed expenditure.

An additional column has been inserted which provides detail on the revised budget. A detailed explanation of line items is provided below the table.

	<b>Revised Budget</b>	<b>Revised Budget</b>	<b>Expenditure (Dec 2017)</b>
PMO and Other Staffing Costs	\$1,380,000	\$1,400,000	\$1,222,756
Asset Management	\$240,000	\$330,000	\$327,125
Communications/Webpage	\$60,000	\$74,500	\$74,391
Information Technology	\$1,800,000	\$1,800,000	\$1,285,429
Policy Development	\$37,000	\$31,000	\$30,521
Human Resources (staff training and accommodation)	\$185,000	\$265,000	\$162,055
Marketing & Branding	\$102,000	\$92,500	\$92,343
Service Reviews	\$240,000	\$240,000	\$126,672
Signage/Uniforms/Rebranding	\$120,000	\$127,000	\$119,199
SCF Grant Administration	\$60,000	\$50,500	\$50,335
Miscellaneous	\$200,000	\$200,000	\$187,168
GIS Conversion Project	\$80,000	\$80,000	
Master Key System	\$25,000	\$25,000	
Radio Network Conversion	\$40,000	\$40,000	
Local Representation Committee Allowances (2016/17)	\$130,000	\$124,500	124,118
Provision for adjustment to new Salary System during 2018/19	\$120,000	\$120,000	
Potential return to CGF or MPF	\$181,000	\$0	
<b>TOTAL</b>	<b>\$5,000,000</b>	<b>5,000,000</b>	<b>\$3,802,112</b>

*The expenditure above has been aggregated to the nearest \$1k for reporting purposes.*

This is page 28 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

 General Manager ..... Mayor

**PMO and Other Staffing Costs**

The budget for the salaries has been adjusted to accommodate further anticipated redundancy payments.

**Asset Management**

This budget has been readjusted to reflect the actual costs of this project.

**Communications/Webpage**

This budget has been revised upwards to reflect actual costs to date in this area.

**Information Technology**

An unchanged budget, but significant works still to be undertaken with the implementation of Council's operating software.

**Policy Development**

This budget has been revised downwards to reflect actual expenditure. The project will be completed by staff.

**Human Resources (staff training and accommodation)**

This budget has been adjusted upwards to accommodate further costs of Human Resource assistance.

**Marketing & Branding**

This budget has been revised downwards to reflect actual expenditure.

**Service Reviews**

An unchanged budget which reflects additional costs expected to be incurred when Council undertakes a "deep dive" into twelve "higher order" service areas.

**Signage/Uniforms/Rebranding**

This budget has been increased slightly to accommodate additional signage works expected to be undertaken.

**Stronger Communities Fund Grant Administration**

This budget has been reduced reflecting actual expenditure by consultants.

**Miscellaneous**

Unchanged budget allowing for minor "incidental expenditure" expected in the future.

**GIS Conversion Project**

An unchanged budget, with consultant engaged to commence this project.

**Master Key System**

An unchanged budget for a new system of master keys (and locks) to be installed across the Council area.

**Radio Network Conversion**

Unchanged budget. This is an estimate to allow the installation of a single new radio network (with appropriate radios and handpieces) across the Council area.

**Local Representation Committee Allowances**

A small downward adjustment to reflect actual expenditure.

**Provision for adjustment to new Salary System during 2018/19**

Unchanged budget as previously reported.

**Potential return to Stronger Communities Fund**

This item has been removed as it is anticipated there will be no surplus funds.

**RECOMMENDATION**

That the report be received and the revised budget, as presented, be adopted.

**ITEM NO. 18 – DRAFT LEASING OF COUNCIL RESIDENTIAL PROPERTIES  
POLICY**  
**FILE: 03.06**  
**FROM: ASSISTANT GENERAL MANAGER, CORPORATE AND  
COMMUNITY SERVICES**

## **BACKGROUND**

The purpose of the Draft Leasing of Council Residential Properties Policy (attachment # 7) is to protect Council's interests by prescribing reasonable conditions to apply to the rental or lease of Council owned residences to Council staff or non-Council staff. It is also intended to ensure that Council's leasing of its residential properties is transparent, consistent with the purpose for which the property was acquired and the funding source, and has regard to Council aims and responsibilities.

Council currently owns residential properties in Coleambally, Darlington Point and Jerilderie. It is also intended that the policy will apply to future acquisitions of residential property, if any, as well as those currently owned or under Council's control.

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

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

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This is page 31 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

 General Manager ..... Mayor

**ISSUES**

Councils are generally required to review their Council Property Residential Leasing Policy regularly. This draft Policy has been out to public display and reflects previous policies from both former Councils.

**RECOMMENDATION**

The draft Leasing of Council Residential Properties Policy be approved.

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This is page 32 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

*Erin Ansell*

.....General Manager

.....Mayor



# COMMITTEE MINUTES

## ITEM NO. 19 - MINUTES OF THE GENERAL MEETING OF THE JERILDERIE TIDY TOWNS COMMITTEE, THURSDAY 1 FEBRUARY 2018. MEETING OPENED AT 6.00PM

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**Present:** Ian Sneddon (chair), Sadie Herrick, Faith Bryce, Fred Scammell, June Scammell, Garry Borger, Richard Wright, Polly Fisher, Dot Mills, Graham Mills, Loretta Marriott, Elaine Forbes.

**Apologies:** Robyne Sneddon, Bruce Crittenden, Jan Crittenden, Isobel Milne, Ann Wright, Joan Kuschert, Chris Girdwood, Pat Godfrey, Joan Ferris, Ruth McRae.

Moved: MFDot Mills      Seconded: Loretta Marriott      that the apologies be accepted.

Carried.

The Minutes of the last meeting were accepted as read on the motion of:

Cr Faith Bryce      Seconded:      Graham (Millsy) Mills.

Carried.

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

- Waste & Litter Reduction Grant sent, received and accepted. Yippee!
- Prizes to be given to Christmas Lights winners. Richard to organise.

### **Treasurer's report as tabled**

Moved: Richard Wright      Seconded: Fred Scammell      that the Treasurers Report as tabled be accepted.

Carried.

- \$160.00 to be paid in prize monies.

### **Correspondence:**

#### **Inwards:**

- The Beaut – emailed to members.
- Confirmation of success of grant application re rubbish bins. Bin It Project.
- Media release from John Craig re successful applicants.

#### **Outwards:**

- Letter to Mr Peter Chudek requesting advice on how to proceed with the Bin It Project.

Moved: Elaine (Forbsey) Forbes      Seconded: Polly (Wolly) Fisher      that correspondence be accepted.

Carried.

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This is page 33 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

.....General Manager

.....Mayor

**General Business:**

- Cr Bryce asked meeting to consider projects to be included in Council's Maintenance Program for Tidy Towns Office. This facility is shared by other community groups. Some ideas from meeting included:
  1. Repaint exterior of building.
  2. Line ceiling/roof in shed part of building.
  3. Drainage from amenities building.
  4. Sink at BBQ area.

**General Business (cont):**

- Show 'n Shine to be held Sunday May 20, 2018.
- Meeting to organise will be held Monday February 5, 2018 at Our Office.
- Thanks to Millsy for mouse proofing the Office. (stinking little blighters)
- Cr Bryce informed meeting that the Community Grant Projects will start very soon. Yay!
- We were given 3 fuel cards from Ros Lockhart with thanks for participating in the Rumbulara Coming Together & Sharing Day.
- Letter of thanks to be sent to Ros.
- His Eminence mentioned that we will have a new member to join our merry band.
- June Scammell showed members the fabulous scrap book with photos of the winning gardens and the Christmas Lights displays. Such a wonderful job by June and Chris. Thank you ladies.
- Members to use their grey cells and create a garden plan for town entrance signs, in particular, the southern sign.

**Meeting Closed: 6.40pm**

**Next Meeting: March 1, 2018**

**At: Our Office**

**Time: 6.00pm**

.....  
**President 1/3/2018**

✂ .....

**What to do and who to do it??**

- Sadie to send letter of thanks to Ros Lockhart.
- All members to think of ideas for garden at town entrance.
- Find the framed Citizen of Year certificate which Tidy Towns received in 2013. (who's bed is it under?)
- Take care of yourselves and each other.
- Well wishes to all who are feeling poorly.

Tidy Towns Treasurer's Report

**JERILDERIE TIDY TOWNS COMMITTEE**

29/01/18

**Account QuickReport**  
As of February 1, 2018

Type	Date	Num	Name	Memo	Split	Amount	Balance	
<b>BENDIGO BANK A/C</b>							8,530.09	
Cheque	20/11/2017	55	R WRIGHT	MOWER FUEL	-SPLIT-	-27.10	8,502.99	
Cheque	8/12/2017	56	COLONY INN HOTEL	XMAS PARTY	-SPLIT-	-720.00	6,782.99	
Deposit	8/12/2017			Deposit	Meals	480.00	8,262.99	
Deposit	8/12/2017			Deposit	Miscellaneous I...	220.00	8,482.99	
Cheque	13/12/2017	57	S HERRICK	XMAS EXP	-SPLIT-	-78.25	8,404.74	
Cheque	13/12/2017	58	G MILLS	TROPHY ENL.	-SPLIT-	-20.00	8,384.74	
Deposit	28/01/2018			Deposit	FINES & TRAV...	66.10	8,453.84	
<b>Total BENDIGO BANK A/C</b>							<b>-76.25</b>	<b>8,453.84</b>
<b>TOTAL</b>							<b>-76.25</b>	<b>6,453.84</b>

This is page 35 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

*Crashmore* ..... General Manager ..... Mayor

**ITEM NO. 20 - MINUTES OF THE MEETING OF TIDDALIK WETLAND MANAGEMENT COMMITTEE, 24 JANUARY 2018. MEETING OPENED AT 6.00PM AT MURRUMBIDGEE COUNCIL CHAMBERS, DARLINGTON POINT.**

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Present: Mona Finley (Chairperson), Robert Guest, Robert Gumbleton, Paul Goodsall, Ken Geltch, Shirley Norris-Kennedy, Laurie Finley, Clr. Philip Wells.

Apologies: Colleen Guest.

Office Bearers elected: All positions were declared vacant by the Chairperson and Cr Phil Wells was appointed Returning Officer. The following Office Bearers were duly nominated and elected unopposed:-

President, Mona Finley;  
Vice-Pres. Ken Geltch;  
Secretary, Paul Goodsall.

Meeting was advised by Ken Geltch that he has been told by Anna Pistillo that the embankment between Sedimentation Forebay and following shallow area needs to be raised a small degree to increase rate of retention in forebay. This issue was not raised by consultants when Wetlands was constructed and plants were introduced. Matter needs to be resolved by Committee.

President and Secretary to inquire with known contacts to endeavour to source a consultant to provide a restoration plan to return the wetlands to the original condition and establish associated costs of such a plan.

A general discussion about other works included in Council's adopted Management Plan for the wetlands, including fencing, walkway, silting in both ponds, erosion of island and weeds resulted in the following recommendation to Council. Other matters will be further discussed at future meetings when more details are available.

Recommended that Council as a matter of urgency remove the cumbungi from the Sedimentation Forebay, Open Water (southern pond) and others areas to stop the whole wetlands being overrun with such weed.

Meeting closed 6.40 p.m.

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This is page 36 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

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

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## ITEMS FOR INFORMATION

ITEM NO. 21 – MONTHLY FINANCIAL REPORT AS AT 31 DECEMBER 2017  
FILE: 05.13  
FROM: ASSISTANT GENERAL MANAGER: CORPORATE AND  
COMMUNITY SERVICES

### BACKGROUND

The financial reports are presented to Council on a monthly basis. To develop this report, Council's Cash Book is reconciled with the bank balances shown in Council's bank statements as at 31 December 2017. The report shows that Council's investments have been invested in accordance with the *Local Government Act 1993, Local Government (Financial Management) Regulation 1999* and Regulations and Council policies and procedures.

### ISSUES

1. **Cash at Bank:** Council's consolidated cash position (cash and investments) as at 31 December 2017 was \$24,798,207.48 with the cash at bank amount for the same period being \$778,235.32.
2. **Investments:** As at 31 December 2017, Council's total invested funds were \$24,019,972.16. Average interest rates over the reporting period were 2.22%. The bulk of Council's investments (72.18%) are held in Bendigo Bank, the ANZ (7.14%) and IMB Ltd (10.94%), in accordance with the guidelines and requirements of the Financial Management Regulations.

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This is page 37 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

  
..... General Manager

  
..... Mayor

**STATEMENT OF BANK BALANCES****2017-18  
Consolidated**

<b>CASH AT BANK 30 NOVEMBER 2017</b>	<b>1,230,037.09</b>
ADD - Receipts - 31 December 2017	595,229.57
ADD - Receipts - Bendigo Bank	1,598,664.11
ADD - Cancelled	0.00
ADD - Adjustments	0.00
LESS - Cheques	-30,233.12
LESS - EFT - Autopay	-2,138,497.09
LESS - Payroll	-445,251.97
LESS - Bank Charges & Transfers	-4,649.31
LESS - Loan Repayments	-14,645.57
LESS - Investments	0.00
LESS - Visa Card Pymt	-9,964.75
LESS - Fuel Card	-1,204.04
LESS - Photocopy Rental	-1,249.60
<b>CASH AT BANK 31 DECEMBER 2017</b>	<b>778,235.32</b>
<b>CASH AT BANK 31 DECEMBER 2017</b>	<b>276,379.48</b>
Bank Statements - Bendigo Bank	502,436.44
PLUS Outstanding Deposits	746.45
LESS Unpresented Cheques	-1,327.05
LESS Outstanding Autopay	0.00
LESS Reverse Autopay	0.00
<b>CASH AT BANK 31 DECEMBER 2017</b>	<b>778,235.32</b>
Add Investments	24,019,972.16
<b>Total Cash and Investments</b>	<b>24,798,207.48</b>

**Represented by:-**

Trust Account - North	177,022.73
Trust Account - South	26,586.76
Water Fund - North	1,297,579.52
Water Fund - South	688,810.33
Sewer Fund - North	1,768,329.78
Sewer Fund - South	1,933,788.78
Domestic Waste Management - North	11,117.00
Domestic Waste Management - South	103,804.00
Unexpended Grant Funds	334,853.58
Plant Reserve - North	592,479.00
Plant Reserve - South	522,686.00
Employee Leave Entitlement Reserve-North	450,000.00
Employee Leave Entitlement Reserve-South	760,000.00
Infrastructure Reserve - North	3,986,745.20
Infrastructure Reserve - South	913,627.00
Residential Housing Reserve - North	0.00
New Council Implementation Fund	1,197,885.92
Stronger Communities Fund	9,085,457.59
General Fund	<b>947,434.29</b>

This is page 38 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

 General Manager

..... Mayor

**SCHEDULE OF INVESTMENTS**  
**31 DECEMBER 2017**

<b>Institution</b>	<b>Amount</b>	<b>Rate</b>	<b>Matures</b>	<b>NO.</b>
IMB Ltd	306,438.93	2.30%	16-Jan-18	15/18
St George	521,666.04	2.45%	16-Jan-18	16/18
Bendigo	728,434.51	2.05%	18-Feb-18	17/18
Bendigo	1,000,000.00	2.05%	22-Feb-18	18/18
NAB	301,676.46	2.00%	23-Jan-18	19/18
NAB	307,067.04	2.00%	30-Jan-18	20/18
IMB Ltd	305,158.21	1.95%	06-Feb-18	21/18
ANZ-Les Wallis	43,783.34	2.20%	29-Mar-18	22/18
SUNCORP	1,005,155.07	2.25%	09-Jan-18	14/18
NAB	203,723.67	2.18%	10-Jan-18	13/18
IMB Ltd	402,367.12	2.45%	07-Mar-18	20
IMB Ltd	504,191.78	2.40%	17-Jan-18	21
IMB Ltd	508,418.69	2.40%	09-Jan-18	24
IMB Ltd	300,000.00	2.40%	06-Feb-17	25
Bendigo	505,966.27	2.30%	09-Apr-17	26
Bendigo	400,000.00	2.25%	05-Jan-18	28
ANZ	543,403.91	2.25%	14-Feb-18	29
Bendigo	467,319.04	2.05%	27-Feb-18	34
Bendigo	1,027,036.43	2.35%	16-Jan-18	35
Bendigo	4,075,491.24	2.05%	16-Mar-17	38
ANZ	520,056.28	2.30%	02-Jan-18	39
Bendigo	1,859,451.81	2.05%	16-Jan-18	40
ANZ	606,917.17	2.30%	13-Feb-18	41
Bendigo	2,018,029.73	2.20%	16-Mar-18	42
IMB Ltd	301,852.60	2.45%	31-Jan-18	44
Bendigo	5,256,366.82	2.15%	16-Jun-17	45

**Total Investments** **24,019,972.16**

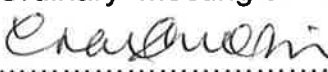
Average Interest Rates	2015/16	2.75%
	2016/17	2.46%
Average Interest Rates	2017/18	2.22%

**PERCENTAGE OF FUNDS HELD**

SUNCORP	1,005,155.07	4.18%
ANZ	1,714,160.70	7.14%
Bendigo	17,338,095.85	72.18%
IMB Ltd	2,628,427.33	10.94%
NAB	812,467.17	3.38%
St George	521,666.04	2.17%

**TOTAL** **24,019,972.16** **100%**

This is page 39 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

 General Manager

 Mayor

**RECOMMENDATION**

I hereby certify that: 1) the cash book was reconciled with the bank balance as shown by the bank statements as at 31 December 2017; 2) the investments have been invested in accordance with the Local Government Act, Regulations and Council's policies.

That Council receive this report and note the financial monthly report containing the bank balances and investment schedule to 31 December 2017.

\_\_\_\_\_  
Alison Coe  
**RESPONSIBLE ACCOUNTING OFFICER**



**ITEM NO. 22 – MONTHLY FINANCIAL REPORT AS AT 31 JANUARY 2018**

**FILE: 05.13**

**FROM: ASSISTANT GENERAL MANAGER: CORPORATE AND  
COMMUNITY SERVICES**

**BACKGROUND**

The financial reports are presented to Council on a monthly basis. To develop this report, Council's Cash Book is reconciled with the bank balances shown in Council's bank statements as at 31 January 2018. The report shows that Council's investments have been invested in accordance with the *Local Government Act 1993, Local Government (Financial Management) Regulation 1999* and Regulations and Council policies and procedures.

**ISSUES**

1. **Cash at Bank:** Council's consolidated cash position (cash and investments) as at 31 January 2018 was \$24,552,346.94 with the cash at bank amount for the same period being \$901,855.82.
2. **Investments:** As at 31 January 2018, Councils total invested funds were \$23,650,491.12. Average interest rates over the reporting period were 2.16%. The bulk of Councils investments (73.40%) are held in Bendigo Bank, the ANZ (7.26%) and IMB Ltd (10.70%), in accordance with the guidelines and requirements of the Financial Management Regulations.

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This is page 41 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

.....General Manager

.....Mayor

**STATEMENT OF BANK BALANCES****2017-18  
Consolidated  
778,235.32****CASH AT BANK 31 DECEMBER 2018**

ADD - Receipts - 31 January 2018	1,454,294.30
ADD - Receipts - Bendigo Bank	560,830.71
ADD - Cancelled	0.00
ADD - Adjustments	0.00
LESS - Cheques	-46,254.31
LESS - EFT - Autopay	-1,521,179.58
LESS - Payroll	-309,797.21
LESS - Bank Charges & Transfers	-3,416.57
LESS - Loan Repayments	0.00
LESS - Investments	0.00
LESS - Visa Card Pymt	-8,040.41
LESS - Fuel Card	-1,566.83
LESS - Photocopy Rental	-1,249.60
<b>CASH AT BANK 31 JANUARY 2018</b>	<b>901,855.82</b>

**CASH AT BANK 31 JANUARY 2018**

Bank Statements - Bendigo Bank	647,710.64
PLUS Outstanding Deposits	275,939.84
LESS Unpresented Cheques	0.00
LESS Outstanding Autopay	-678.70
LESS Reverse Autopay	-21,115.96
	0.00

**CASH AT BANK 31 JANUARY 2018**

Add Investments	901,855.82
<b>Total Cash and Investments</b>	<b>23,650,491.12</b>
	<b>24,552,346.94</b>

**Represented by:-**

Trust Account - North	176,030.08
Trust Account - South	26,586.76
Water Fund - North	1,174,727.47
Water Fund - South	686,256.11
Sewer Fund - North	1,878,888.94
Sewer Fund - South	1,945,375.68
Domestic Waste Management - North	11,701.06
Domestic Waste Management - South	78,804.00
Unexpended Grant Funds	668,014.00
Plant Reserve - North	899,688.00
Plant Reserve - South	522,686.00
Employee Leave Entitlement Reserve-North	450,000.00
Employee Leave Entitlement Reserve-South	760,000.00
Infrastructure Reserve - North	3,986,745.20
Infrastructure Reserve - South	913,627.00
Residential Housing Reserve - North	0.00
New Council Implementation Fund	1,126,635.24
Stronger Communities Fund	8,901,720.64
General Fund	344,860.76

This is page 42 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

 General Manager

.....Mayor

**SCHEDULE OF INVESTMENTS**  
**31 JANUARY 2018**

<b>Institution</b>	<b>Amount</b>	<b>Rate</b>	<b>Matures</b>	<b>NO.</b>
IMB Ltd	200,000.00	1.96%	13-Mar-18	25/18
St George	524,117.16	1.80%	20-Mar-18	26/18
Bendigo	728,434.51	2.05%	18-Feb-18	17/18
Bendigo	1,000,000.00	2.05%	22-Feb-18	18/18
NAB	204,843.09	1.85%	06-Mar-18	24/18
NAB	302,486.45	1.92%	27-Mar-18	27/18
IMB Ltd	305,158.21	1.95%	06-Feb-18	21/18
ANZ-Les Wallis	43,783.34	2.20%	29-Mar-18	22/18
SUNCORP	1,010,359.85	2.02%	27-Feb-18	23/18
IMB Ltd	402,367.12	2.45%	07-Mar-18	20
IMB Ltd	507,175.49	2.45%	17-May-18	21
IMB Ltd	512,764.63	2.45%	09-May-18	24
IMB Ltd	300,000.00	2.40%	06-Feb-18	25
Bendigo	505,966.27	2.30%	09-Apr-18	26
Bendigo	402,243.84	2.30%	07-May-18	28
ANZ	543,403.91	2.25%	14-Feb-18	29
Bendigo	467,319.04	2.05%	27-Feb-18	34
Bendigo	1,037,153.44	2.00%	16-Apr-18	35
Bendigo	4,075,491.24	2.05%	16-Mar-17	38
ANZ	523,333.34	2.30%	03-Apr-18	39
Bendigo	1,869,059.83	2.10%	16-Jul-18	40
ANZ	606,917.17	2.30%	13-Feb-18	41
Bendigo	2,018,029.73	2.20%	16-Mar-18	42
IMB Ltd	303,716.64	2.40%	01-May-18	44
Bendigo	5,256,366.82	2.15%	16-Jun-17	45

**Total Investments** **23,650,491.12**

Average Interest Rates	2015/16	2.71%
Average Interest Rates	2016/17	2.43%
Average Interest Rates	2017/18	2.16%

**PERCENTAGE OF FUNDS HELD**

SUNCORP	1,010,359.85	4.27%
ANZ	1,717,437.76	7.26%
Bendigo	17,360,064.72	73.40%
IMB Ltd	2,531,182.09	10.70%
NAB	507,329.54	2.15%
St George	524,117.16	2.22%

**TOTAL** **23,650,491.12** **100%**

This is page 43 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

 General Manager

..... Mayor

**RECOMMENDATION**

I hereby certify that: 1) the cash book was reconciled with the bank balance as shown by the bank statements as at 31 January 2018; 2) the investments have been invested in accordance with the Local Government Act, Regulations and Council's policies.

That Council receive this report and note the financial monthly report containing the bank balances and investment schedule to 31 January 2018.

\_\_\_\_\_  
Alison Coe  
**RESPONSIBLE ACCOUNTING OFFICER**

This is page 44 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

.....  
*Alison Coe*..... General Manager ..... Mayor

**ITEM NO. 23 - LOAN BORROWINGS INFORMATION AS AT 31 DECEMBER 2017**  
**FILE: 05.14**  
**FROM: ASSISTANT GENERAL MANAGER, CORPORATE & COMMUNITY SERVICES**

The following table of information regarding loan borrowings is provided for Council's information:

<b>Loan No</b>	<b>Original Amount</b>	<b>Purpose</b>	<b>Outstanding At 31/12/17</b>	<b>Interest Rate</b>	<b>Repayment Per Annum</b>	<b>Maturity Date</b>
160	\$200,000	Streetscape	\$ 40,591.45	7.90%	\$29,141.88	12.6.2019
161	\$200,000	Streetscape	\$ 59,966.52	8.14%	\$29,440.40	15.3.2020
162	\$295,000	Streetscape/ Cenotaph	\$130,352.08	7.922%	\$43,015.96	27.5.2021
Internal Loan	\$285,000	Library	\$ 35,625.00	Variable	\$28,500.00 plus interest	31.3.2019
Internal Loan	\$250,000	Real Estate Development	\$156,250.00	Variable	\$25,000.00 plus interest	1.4.2024

The above shows outstanding loan balances at 31 December 2017 of \$422,785.05, including internal loans from the Sewer Fund totalling \$191,875.00.

Interest repayments on the internal loans are calculated on the average interest earnings of Council's external investments each month.

**RECOMMENDATION**

That the report be adopted.

**ITEM NO. 24- RATES AND CHARGES COLLECTION TO 31 DECEMBER 2017**  
**FILE: 05.33.02**  
**FROM: ASSISTANT GENERAL MANAGER, CORPORATE AND COMMUNITY SERVICES**

This report provides Council with a quarterly update on the rates and charges collection for Murrumbidgee Council. It shows totals for the initial levy, rebate applied, interest and legal cost incurred and the total outstanding amount due as at the 31 December 2017.

**Rates and Charges Collection as at 31 December 2017**

	<b>Jerilderie</b>	<b>Murrumbidgee</b>	<b>Total</b>
<b>2017/2018 Levy</b>	<b>\$ 2,832,735</b>	<b>\$ 2,762,591</b>	<b>\$ 5,595,326</b>
Less Pensioner Rebates	\$ 45,207	\$ 54,345	\$ 99,552
Net 2017/2018 Levy	\$ 2,787,528	\$ 2,708,246	\$ 5,495,774
Amount Collected to 31/12/17	\$ 1,723,248	\$ 1,584,437	\$ 3,307,685
<b>2017/2018 Rates to be collected</b>	<b>\$ 1,064,280</b>	<b>\$ 1,123,809</b>	<b>\$ 2,188,089</b>
Current Interest	\$ 10,279	\$ 10,692	\$ 20,971
Arrears (b/f rates + interest)	\$ 275,967	\$ 192,807	\$ 468,774
Debt Recovery Expenses	\$ 65	\$ 316	\$ 381
<b>Total Outstanding (to 31 December 2017)</b>	<b>\$ 1,350,591</b>	<b>\$ 1,327,624</b>	<b>\$ 2,678,215</b>

**RECOMMENDATION**

That the report be adopted.

This is page 46 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

 General Manager ..... Mayor

**ITEM NO. 25 - WORKS IN PROGRESS 02/12/17 to 04/02/2018**

**FILE: 03.16.04**

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

<p><b>Regional Roads</b>  RR552 – Conargo Road  RR564 – Berrigan Road  RR323 – Oaklands Road   RR59 – Urana Road  RR596 – Morundah Road  RR356 – Berrigan/Oaklands Road  RR183 – Whitton Road</p>	<p>Bitumen patching  Bitumen patching  Bitumen patching, edge patching, guide post maintenance   Bitumen patching   Bitumen patching</p>
<p><b>MR321 – Kidman Way</b></p>	<p>Rubbish collection, slashing, remark segments – new markers</p>
<p><b>H17 – Newell Highway</b></p>	<p>Rubbish collection, bitumen patching</p>
<p><b>Local Road Maintenance</b></p>	<p><i>Slashing</i>  Coleambally town area, Gilbert Road, Old Hay Road   <i>Guide Post Maintenance</i>  Morundah Road   <i>Bitumen patching</i>  Gilbert Road, Cape Road, Willows Road, Town Street,   Fairlie Grange Road, Hannabus Road, Wunnamurra Road, Harris Lane, Green Swamp Road, Wilson Road   Town Streets (Jerilderie)   <i>Reseal/ Heavy Patching</i>  South Coree Road   <i>Gravel and Gravel/ Road Base Resheeting</i>  Elliott Lane, Harvey Well Road, Steel Road   <i>Fire Breaks</i>  Bundure Road, Six Mile Lane, Jerry’s Lane</p>

This is page 47 of 51 of the General Manager’s Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

 General Manager ..... Mayor

	<p><b>Grader Maintenance</b></p> <p>Eurcildoune Road, Gum Creek Road, Thurrowa Road, stock pile sites, culverts on Four Corners Road.</p>				
<b>Fixing Country Roads</b>	Conargo Road/Rivcott - 750 m full width and internal roads reconstruction				
<b>Town Streets</b>	Bitumen patching				
<b>Coleambally</b>	<ul style="list-style-type: none"> <li>• Streetscape Master Plan – second stakeholders meeting held on 7 February 2018.</li> <li>• Bus Bay - Currawong Crescent completed</li> </ul>				
<b>Darlington Point</b>	<p>Darlington Point office extension design submitted. Following indicative milestones are:</p> <ul style="list-style-type: none"> <li>• Structural, services design and specification – mid to late March 2018</li> <li>• Tender documentation – mid April 2018</li> <li>• Tender – May 2018</li> <li>• Construction to commence September 2018</li> <li>• Project completed March 2019</li> </ul>				
<b>Parks and Gardens</b>	All parks and gardens maintained.				
<b>Private Works</b>	Kidman Way/Eurcildoune Rd widening completed				
<b>Water &amp; Sewerage</b>	<p><u>Jerilderie</u></p> <p>Minor raw and filtered water service repairs. Mains flushing as per program.</p> <p><u>Coleambally</u></p> <ul style="list-style-type: none"> <li>• Minor raw and filtered water service repairs. Mains flushing as per program.</li> <li>• Bore No 2 refurbishment under assessment</li> </ul> <p><u>Darlington Point</u></p> <p>The following is a summary of the testing results for Free and Total Chlorine levels at Darlington Point</p> <p>December Averages</p> <table border="1"> <tr> <td><b>FREE</b></td> <td>0.74</td> </tr> <tr> <td><b>TOTAL</b></td> <td>0.76</td> </tr> </table>	<b>FREE</b>	0.74	<b>TOTAL</b>	0.76
<b>FREE</b>	0.74				
<b>TOTAL</b>	0.76				

This is page 48 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.


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



	<p>January Averages:</p> <table border="1" data-bbox="737 226 1342 309"> <tr> <td><b>FREE</b></td> <td>0.65</td> </tr> <tr> <td><b>TOTAL</b></td> <td>0.69</td> </tr> </table> <p>February Averages</p> <table border="1" data-bbox="737 383 1361 465"> <tr> <td><b>FREE</b></td> <td>0.69</td> </tr> <tr> <td><b>TOTAL</b></td> <td>0.74</td> </tr> </table> <p>*0.3 mg/l minimum required by the Australian Water Quality Guidelines  **0.8 mg/l minimum recommended by Health Department at the Tower sampling point  ***5.0 mg/l maximum as per Australian Water Quality Guidelines</p> <p>Gas chlorination system installation has been scheduled for the first week in March 2018</p>	<b>FREE</b>	0.65	<b>TOTAL</b>	0.69	<b>FREE</b>	0.69	<b>TOTAL</b>	0.74
<b>FREE</b>	0.65								
<b>TOTAL</b>	0.69								
<b>FREE</b>	0.69								
<b>TOTAL</b>	0.74								
Darlington Point Boat Ramp	<p>Stakeholder consultation meeting held on 14.02.2018.</p> <p>All participants agreed that the following matters must be address as part of the design work:</p> <ol style="list-style-type: none"> <li>a. Development of cost estimate</li> <li>b. Risk assessments - Take into consideration all aspects of the ramp operation and potential conflict with town beach</li> <li>c. Design of the pontoon management system</li> <li>d. Inclusion of 3 additional poles</li> <li>e. Inclusion of solar lighting</li> <li>f. Inclusion of gates system to ensure that the facility can be locked up, if and when required.</li> <li>g. Contract documentation be prepared by the designers.</li> </ol>								
<b>Darlington Point Structure Plan Progress</b>	Nil								

## RECOMMENDATION

The Works in Progress Report be adopted.

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This is page 49 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.



.....General Manager

.....Mayor

## CONFIDENTIAL ITEMS

ITEM NO. 26 - STUDENT SCHOLARSHIPS

FILE: GAS-2

FROM: ASSISTANT GENERAL MANAGER, CORPORATE & COMMUNITY SERVICES

### 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) (a) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:-

(a) *personnel matters concerning particular individuals (other than Councillors).*

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This is page 50 of 51 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 27 February 2018.

  
.....General Manager

.....Mayor