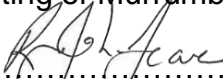
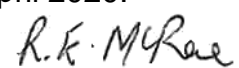


**REPORTS TO MURRUMBIDGEE COUNCIL MEETING  
TO BE HELD TUESDAY 28 APRIL 2020**

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

# MAYORAL REPORT

## ITEM NO. 1 - MAYORAL REPORT

Council Meeting:	28 April 2020
Report Date:	20 April 2020
Author:	Mayor
File #:	SC217
Approval:	Mayor

5 weeks is such a short time in our lives, but the change impact in this short time has been truly unimaginable.

Life, as we have become accustomed to, certainly has barriers and restrictions that are challenging to say the least.

While we are all intelligent and well educated human beings, nobody could have prepared us for what has now become not only a reality but a necessity if we are to keep our communities safe.

The brave new world of technology driven interaction for some of us is an eye opener -thank God for Julie's patient and informed guidance.

We only have to look at our fellow humans on a global scale to realise we are managing well, but now is not the time to become complacent. Vigilance will ensure our good health and well being.

And so to all of you - our staff, our Councillors and every one of our community members - I commend you on stepping up to the mark, for working hard to ensure our essential services are being delivered, to adopting the "Village" model of looking out for our most vulnerable and for working hard so that our valuable Council remains sustainable well into the future.

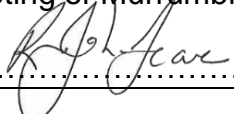
It is challenging and there are some significant hurdles, but if we can work well as a team which looks out for each other, we will prevail.

I feel we have been left with no option but to cancel the 2020 Monash Dinner, and I seek the support of Council for this decision.

Below are a list of webinars and teleconferences I have linked into during the last month.

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.....General Manager

.....Mayor

## 25 March – Local Emergency Management Committee Briefing - Darlington Point

Facilitated by Local Emergency Management Officer, Steve Goodall

Attended by John Scarce, Ruth McRae, Police Inspector Adrian Matthews (Murrumbidgee)

Linking in were representatives from Local Land Services (LLS) Peter Beale, Murrumbidgee Local Health District (MLHD) and State Emergency Services (SES). It was identified a large proportion of workforces are working from home. Areas of discussion included:

- MLHD - provision of higher level Emergency Care, establishment of a specialised COVID-19 unit at Wagga Wagga Base Hospital, publicity and promotion of the correct process for accessing required testing and the opening up of more testing sites.
- LLS - questions around Travelling Stock Reserves and stock movement ability.
- Police - Stated their operational priority for community compliance - difficulty in accessing PPE, hand sanitiser etc. and concern regarding young people remaining where they should be.
- LEMO/Council – Council's General Manager John Scarce and LEMO Steve Goodsall ran through Council's operational side of delivering essential services and our priority to keep our workforce safe

## 1 April – Office of Local Government COVID-19 Webinar

Facilitators - Brad Hazzard, Kerry Chant, Tim Hurst

- Reinforcing the not negotiable stand on social distancing, lockdown on social gatherings – weddings, funerals etc.
- Importance of staff safety. Need for zealous cleaning and disinfecting routines.
- Council meetings on line. Avoid face to face unless no other option.
- Minimal staff in vehicles, encouraging interaction with Public Health Unit for guidance, need for collaboration with Police and Health Department.
- Stay at home, be mindful of exercising, recognising our vulnerable and keeping safe our aged care facilities, school holidays, Easter holidays, identifying our closest ICU access, backpackers, boat ramps.
- Public facilities, service stations.

## 2 April - Kidman Way Promotional Committee Meeting

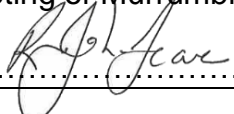
Facilitated by Mirella Guidolin - Griffith City Council

Items covered:

- Trade Show - Victorian Caravan and Camping Show - worth attending
- Conversation around our best Committee formation moving forward- Mark Love BAL Lawyers joined by phone link and gave us much to think about
- Website - its success will be determined by all member Councils' contributions

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.....General Manager

.....Mayor

- Kidman Way Brochure - to be or not to be
- Outback Beds map
- Future marketing opportunities

2 April - LG Professionals – Human Resources Guide to COVID 19

Topics included:

Working from anywhere, developing a mobile toolbox, IT systems and security, communication, delegations, workload; management, business, planning, asset management, shared workload/shifts, expectations and opportunity, work health and safety, management support, change acceptance, capacity, IT/IR governance.

6 April – Murrumbidgee Local Health District (MLHD) – COVID-19 Teleconference

Jill Ludford Executive Officer and Setchen Brimson - Community Engagement  
There were 72 participants.

Very poor connectivity, varying levels of IT capability and some very ordinary teleconference etiquette. Teleconference was abandoned after 1/2 hour and was rescheduled for 8 April.

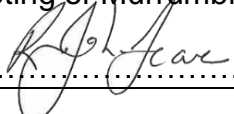
8 April – MLHD – COVID-19 Teleconference (Take 2)

Jill Ludford Executive Officer and Setchen Brimson - Community Engagement

- Outline of their communication process - daily emails. Asked if these can be available earlier in the day.
- Most cases attributable to overseas travel, quarantine requirements, isolation 14 days lockdown, tracking.
- Most cases being managed at home.
- Broadening our testing base - increasing numbers.
- Increasing number of COVID clinics.
- Concern around complacency – Easter and family/visitors travelling to the region. Message is stay at home.
- 81% of cases will be symptomatic only - mobile nursing teams - home monitoring.
- Vulnerable groups – the elderly, Aboriginals.
- Very tight visiting protocols.
- Staff at the front line have concerns particularly around lack of PPE
- There will be no COVID-19 patients treated in MPS's – patients will need to be transported to a regional facility - ability to co-opt a district hospital eg Temora.
- Modelling - is very general - preparing for the worst and working towards minimal impact.

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.....General Manager

.....Mayor

23 April - RAMJO Water Committee

Discuss final draft of the Water Position Paper

23 April - SDLAM Project

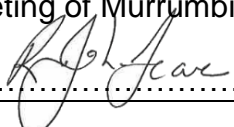

Continuing dialogue around just how the Project Team propose to move forward with genuine community engagement.

Stay safe everybody.

Ruth McRae  
**MAYOR**

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.....General Manager      .....Mayor

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# ITEMS FOR DECISION

## ITEM NO. 2 - GENERAL MANAGER'S MONTHLY REPORT

Council Meeting:	28 April 2020
Report Date:	20 April 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**

**That raw water restrictions for Jerilderie township be as detailed below:**

#### **Residential Properties**

- **Watering times 7am to 11am and 4pm to 7pm daily - use of automated systems or hoses with timers (timers cannot be set to exceed 120 minutes) or hand held hoses only.**

#### **Commercial/Council Properties Watering Times**

- **For lawn or garden 11pm to 7am daily - use of automated systems only.**
- **For lawn or garden 7am to 9am daily - hand held or hoses with timers (timers cannot be set to exceed 120 minutes) only.**

### **OFFICER COMMENT**

#### 1. COVID – 19

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

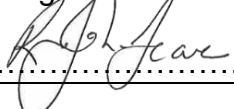
We have continued to develop other documents in support of the COVID 19 action plan, specifically for staff, some of which are still under development.


We are constantly monitoring messages from the State and Federal Governments as our triggers to make any further changes.

The system of working remotely is performing adequately, a few teething issues upon commencement, but very few issues since.

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.....General Manager

.....Mayor

We are compiling lists of works that can be undertaken at this time, which will enable Council to be shovel ready when stimulus packages inevitably are released. These works also provide useful tasks for some employees whose job does not readily translate to working from home.

The Local Government (COVID-19) Splinter (Interim) Award 2020 has been set into law by the Industrial Relations Commission. Let's hope we do not have to enact its provisions of standing down employees.

## 2. Projects

Coleambally Sports Precinct – has been advertised. It will be presented to the June Council meeting to award the tenders. I have very little else to update that was not included in the email brief two weeks ago.

## 3. Young Street Subdivision

Following the March Council meeting, I have incorporated the changes to the subdivision design, removing lots 1 to 5 and replacing with 2 north/south facing lots and some parkland. Once the plan is returned to me, we will commence the construction design work.

## 4. Organisational Structure Review

With the inability to properly consult with staff, this has been postponed for a minimum of 6 months. I have heard a lot of feedback from Councillors and some staff via the Consultative Committee which I have taken on board. As such I will continue to refine the body of work already started.

Any comments are welcome about how you see the structure, it does not have to be relating to anything I have already produced, but comments and observations, for example asking question such as why we do this function or why does it report to that manager, are good as they can assist to shape the structure.

## 5. Reducing the number of Councillors

It was mentioned at the February Strategic Workshop an outcome was to look at reducing the number of Ward Councillors from 3 to 2. With the Council election being postponed until 2021, I took the opportunity to look at the legislation.

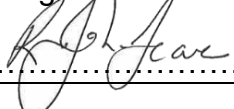
*Local Government Act 1993*


*224A Approval to reduce number of councillors*

***(9) A council for an area that is divided into wards may not make an application under this section for a decrease in the number of councillors that would result in the number of councillors for each ward being fewer than 3.***

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

.......... Mayor

This clause precludes the reduction in number of Murrumbidgee Councillors, as representation per Ward must be no less than 3 Councillors.

#### 6. Jerilderie Raw Water Restrictions

To date Jerilderie township has used 431.361 ML from our 500 ML allocation.

We did not claw back any water in March, we actually used 1.5 ML more this year in comparison to 2019.

On current trend, we are set to use 518.944 ML of our 500 ML allocation.

This means we are in a worse situation than last year by 9 ML.

Our should always be the 500 ML allocation, which is very generous, per person, estimate 1000 population in Jerilderie, so 500,000 litres per person per annum.

The average Australian water use per person is 124,100 litres, coastal and inland.

The usage for inland dry area is 800 litres a day per person which is 292,000 litres per person per year. We are tracking at 518,000 litres per person per year. (*Av. Stats from Riverina Water Website*).

- April 2019, we used 55.302 ML
- May 2019, we used 18.794 ML
- June 2019, we used 13.487 ML

We need to save 22% of the water used last year during April, May and June to be at 500 ML, a tall order.

As such, I am proposing the following changes to the raw water supply restrictions for the township of Jerilderie.

#### Jerilderie Raw Water Restrictions

##### Residential Properties

Watering times 7am to 11am and 4pm to 7pm daily - use of automated systems or hoses with timers (timers cannot be set to exceed 120 minutes) or hand held hoses only.

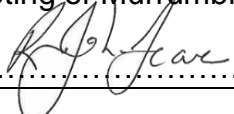
##### Commercial/Council Properties Watering Times


For lawn or garden 11pm to 7am daily - use of automated systems only.

For lawn or garden 7am to 9am daily - hand held or hoses with timers (timers cannot be set to exceed 120 minutes) only.

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.....General Manager

.....Mayor

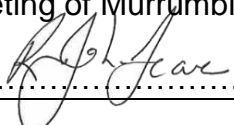


## 7. Other Things On The Go

### General Manager:

Description	Comment	
Meetings attended since last Council Meeting	<ul style="list-style-type: none"> <li>• Management Meetings – 3</li> <li>• RAMJO GM Executive – 1</li> <li>• RAMJO GM -1</li> <li>• Meetings with Mayor and/or Councillors – 0</li> <li>• Residents and Ratepayers – 0</li> <li>• Architect – 1</li> <li>• Health Minister CMO – 2</li> </ul>	<ul style="list-style-type: none"> <li>• LEMC</li> <li>• MLHD - 1</li> <li>• RAMJO Health Sub Committee - 1</li> <li>• LGNSW - 4</li> <li>• LG Professionals - 5</li> <li>• Individual Staff Meetings - 0</li> </ul>
Salary Steps Structure	Provided a single page document to the Consultative Committee. No reply from Union to date	
Management Team Performance Reviews	2019/20 completed	
Young Street Subdivision	Progressing	
Drought Grant	Application submitted - provided additional information to requests	
Writing proposal for Qualification Based Assessment for Engineering Services	Stalled	
Land sale contracts from Solicitors	As required	
Caravan Park Redevelopment	MDBA application submitted, unsure of when decision will be made	
Darlington Point Office	Progressing to details of design and delivery schedule to build in-house	
Coleambally Hall and Office	Finalising layouts for Council consideration	
Review agendas and business papers	As required	
Demolish Coleambally Lions Park Toilet Block	No progress month of April	
Multipurpose Health Centre Coleambally and Ambulance Station Darlington Point	No date set	
Completion of surveys	Nil – March 2020	
Policies	<b>Commenced</b> <ul style="list-style-type: none"> <li>• Asset Disposal – review by Managers until 1 May 2020</li> </ul>	<ul style="list-style-type: none"> <li>• Payment of Expenses and Provision of Facilities</li> <li>• Enterprise Risk Management</li> </ul>

This is page 9 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

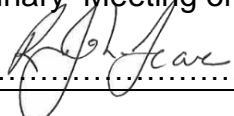

 General Manager

 Mayor

	<p><b>Not Commenced:</b></p> <ul style="list-style-type: none"> <li>• Business Continuity</li> <li>• Child Protection</li> <li>• Communication Devices</li> <li>• Community Festival and Events</li> <li>• Complaints Management</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>• Fraud and Corruption Prevention</li> <li>• Gifts and Benefits</li> <li>• Internal Reporting</li> <li>• Leasing of Council Residential Properties</li> <li>• Media</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>
	Code of Meeting Practice – On public display to 14 April 2020 – adoption at April 2020 Meeting	
	Motor Vehicle – Consultative Committee input received last meeting	
	<p>Policies 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, ie referencing the incorrect management position, eg Assistant General Managers)</p>	
	New Policy – Alcohol and Drug Policy - Continuing consultation – wrote letter to unions in relation to their objection to zero BAC in policy	
Citizenship Ceremonies	Ceremony scheduled for 1 April 2020 postponed due to Covid-19 restrictions. Potential for this Ceremony to be a virtual ceremony, with the Government holding online citizenship ceremonies via secure video link,	

**General Manager - Distance by road travelled – 17 March 2020 to 20 April 2020 – 506km**

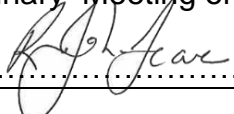
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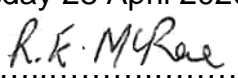
 ..... General Manager
  ..... Mayor

## Human Resources:

Description	Comment
Meetings	3 x Management Group Meetings 1 x Consultative Committee on 5 March 2020
Employee Engagement Survey	Reports, including Executive Summary received 13.03.2020 – 83% employee participation – Project on hold indefinitely due to significant impacts of directives and instructions caused by COVID-19 responses
Recruitment	All recruitment projects on hold due to COVID-19 responses.  One exception could be the Accountant if there is a quality applicant – applications being reviewed by Finance Manager.
Training	2020 Budget = \$250,000 As at 31 March 2020 = \$241,865 YTD Expenditure = \$243,602  All training other than essential Level 1 training has been cancelled or postponed.
Position – Grades and Steps	Project with General Manager – methodology and specific example shared with Consultative Committee at meeting on 5 March 2020
Staff Recognition	Working on entitlement status prior to final submission to General Manager. Awaiting advice on previous recognition of employees based at Darlington Point to complete current project. Process of issuing of Awards and Certificates likely to be modified due to COVID-19 impacts.
Apprentices	Apprentices have ceased attending TAFE Griffith on Tuesdays and will commence blended off-the-job learning and education, including on-line, from Tuesday 28 April 2020 until further notice.
Time in Lieu	Draft Time in Lieu Policy prepared and distributed to Management Group for feedback – re-drafted but still work in progress.
Interim Award	LG NSW and combined Unions negotiated the <b>LOCAL GOVERNMENT (COVID-19) SPLINTER (INTERIM) AWARD 2020</b> which was approved by the Industrial Relations Commission of NSW on 14 April 2020. <ul style="list-style-type: none"><li>• Normal duties</li><li>• Suitable alternative duties</li><li>• Temporary full or partial stand down</li><li>• Paid COVID-19 Special Leave – up to 4 weeks at normal pay – can absorb up to 2 weeks paid special leave already granted</li></ul>

This is page 11 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

..... General Manager

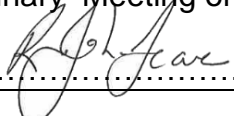
..... Mayor


	<ul style="list-style-type: none"> <li>• Thereafter, payment of Job Retention Allowance – up to 13 weeks at rate of Band 1 Level 2 under 2017 Award (\$858.20 pw)</li> </ul>
Working Remotely	HR/IR commenced working remotely from 26 March 2020 – attend office before 8:00am or after 5:30pm for printing, scanning, collecting documents, etc. – coordinate with Corporate & Community Services Manager.
Working Remotely	Rapid and wide spread impact for staff, especially indoor staff. “Guide to Working Remotely” has been developed by Raylene Slade, WHS/Risk Advisor. “Working Remotely Framework for Managers’ Accountability” has been developed to be applied in conjunction with “Guide to Working Remotely” and the <b>LOCAL GOVERNMENT (COVID-19) SPLINTER (INTERIM) AWARD 2020</b>

**Media and Communications:**

Description	Comment
COVID-19 Response	Preparing and implementing Emergency Communications kit: Media releases x 3, letter drop to all residents, numerous social media posts, preparing social media tiles, preparing whole-of-staff staff emails, preparing staff message for payslip, Mayoral message x 2, website changes and events changes.
Preparing and distributing E-Newsletter (monthly)	March issue - compiling stories and monitoring all grants. March analytics: 101 recipients, 59% open rate, 18% click through rate. Comparison to last month: 2% less open rate, 1% more click through rate.
Preparing and distributing community newsletter (bi-monthly)	Deferred until May due to COVID-19 taking precedence. Liaised with printer.
Preparing and distributing staff newsletter (monthly)	March issue
Preparing and distributing media releases and liaison with the media. Monitoring of media	8 x media releases (including COVID-19) Input for ‘Just Jerilderie’, SRN Responding to media enquiries: 8 March analytics: 11 dedicated articles /multiple mentions, 6 mentions/small quotes (one negative comment). Total increase of 10 from February.
Co-ordinating communications campaigns for Council activities	<ul style="list-style-type: none"> <li>• Transition to end seniors services</li> <li>• Jerilderie Water Filtration Plant upgrade</li> </ul>

This is page 12 of 99 of the General Manager’s Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

Preparing Council's digital artwork (promoting activities and initiatives and COVID-19 impacts)	15 x social media tiles
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 3.4 posts per day, 34 new likes in March (Total of 1,220). 3,274 engaged users (increase of 47% on February). Organic reach of 27,126 people (increase of 19% on February). Instagram: 247 followers (9 new followers), 72% female, 80% aged 25-54.
Co-ordinating Council's online presence (Website), including improvements, administration and maintenance.	Ongoing – continual process of adding, updating, reviewing and adding new material. Liaising with provider to make improvements. Website traffic (Google Analytics): 2,894 users, (increase of 77.5%). Page views: 2,544.
Advertisements	March Mayoral Message Other Council advertisements - Positions Vacant
Grant applications	None
Community issues and questions	Responding to messages received on Council's social media channels (3 messenger comments, 1 Facebook)
Assisting with business/tourism promotion	Proof 2 x e-newsletters Analyse statistics for social media usage
Attending formal meetings	2 x Management Group
Representing Council at community events	Coleambally Pony Club grounds morning tea

## 8. Movements

NIL

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

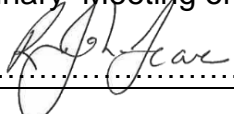
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## **FINANCIAL**

N/A

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This is page 13 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## **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

## **OPTIONS**

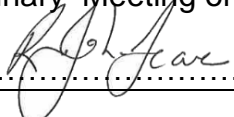
NIL

## **ATTACHMENTS**

Attachment # 1: COVID 19 Action Plan 3 April 2020

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This is page 14 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## ITEM NO. 3 – MODEL CODE OF MEETING PRACTICE

Council Meeting:	26 April 2020
Report Date:	15 April 2020
Author:	General Manager
File #:	SC49
Approval:	General Manager

### EXECUTIVE SUMMARY

Amendments made to the *Local Government Act 1993* (LGA) in August 2016 by the *Local Government Amendment (Governance and Planning) Act 2016* (the Phase 1 amendments) provide for a Model Code of Meeting Practice (Model Meeting Code) to be prescribed by the Regulation.

Following an extensive consultation process, a Model Meeting Code has been prescribed under the *Local Government (General) Regulation 2005* (the Regulation) and the existing meetings provisions of the Regulation have been repealed.

Council and Committees of Council, of which all the members are Councillors, must conduct their meetings in accordance with the Code of Meeting Practice adopted by Council.

### RECOMMENDATION

**The Murrumbidgee Council draft Model Code of Meeting Practice, as presented to today's meeting, be adopted by Council, with amendment to Clause 3.9 to read:**

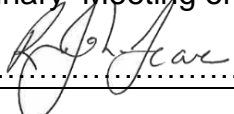
- 3.9 A Councillor may give notice of any business they wish to be considered by the Council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted 5 business days before the meeting is to be held.**


### BACKGROUND

#### Key Points

- Under the transitional provisions of the Local Government Act 1993, Councils must adopt a Code of Meeting Practice that incorporates the mandatory provisions of the Model Meeting Code no later than 12 months after the next ordinary elections.
- Until a Council adopts a new Code Of Meeting Practice, its existing Code Of Meeting Practice will remain in force up until six months from the date on which the new Model Meeting Code was prescribed, **(14 December 2018 – 14 June 2020)**

This is page 15 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

**2019).** If a Council fails to adopt a new Code of Meeting Practice within this period, under transitional provisions contained in the Regulation and the Local Government Act, any provision of the Council's adopted Meeting Code that is inconsistent with a mandatory provision of the Model Meeting Code prescribed under the Regulation will automatically cease to have any effect to the extent that it is inconsistent with the mandatory provision of the Model Meeting Code.

- Before adopting a new Code of Meeting Practice, under Section 361 of the LGA, Councils are required to exhibit a draft of the Code of Meeting Practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft Code.

## OFFICER COMMENT

Following consultation with Councillors, the Murrumbidgee Council draft Code of Meeting Practice was tabled before Council at its meeting of 25 February 2020. All prior submissions from Councillors were considered in the final version as presented to the February meeting.

The Murrumbidgee Council draft Code of Meeting Practice, with additional amendments as instructed from the February Council meeting, was endorsed by Council and placed on public exhibition for 28 days, with community members provided 42 days in which to comment on the draft Code.

Submissions closed at 5.00pm on Tuesday 14 April 2020, with no submissions received.

I would like to propose a minor change to clause 3.9 of the draft Code:

### Giving notice of business to be considered at council meetings

- 3.9 A councillor may give notice of any business they wish to be considered by the Council at its next ordinary meeting by way of a notice of motion. **To be included on the agenda of the meeting**, the notice of motion must be in writing and must be submitted **3 business days** before the meeting is to be held.

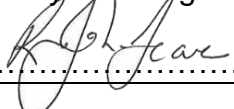
amending the clause to state that notice of motion must be in writing and must be submitted 5 business days before the meeting is to be held.


This means the notice of motion would need to be submitted by close of business on the Monday of the week prior to the Council meeting.

The submission of a notice of motion by close of business Wednesday could miss inclusion on the meeting agenda. Earlier submission also allows staff an opportunity to review the notice of motion and, if necessary, *prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the Council* (clause

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This is page 16 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor



3.11). Dependant on the complexity of the matter, this may not always be possible, and this is allowed for in clause 3.12 (b) of the model code.

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

Local Government Act, 1993 (the Act):

- Section 360;
- Section 361 (preparation, public notice and exhibition of draft code);

Local Government (General) Regulation 2005 (the Regulation).

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Leadership - 5.1 Transparent Leadership, Sustainability, Accountability and Community Representation.

- Action 5.1.1.6 - Ensure Council's policies and processes meet the current Legislation, Statutory and regulatory requirements.

## **RISK MANAGEMENT**

NIL

## **CONSULTATION / ENGAGEMENT**

Councillors and community

## **OPTIONS**

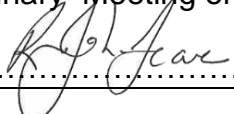
1. The Murrumbidgee Council draft Model Code of Meeting Practice, as presented to today's meeting, be adopted by Council.
2. The Murrumbidgee Council draft Model Code of Meeting Practice be adopted, with changes as determined by Council at today's meeting.


## **ATTACHMENTS**

Attachment # 2: Murrumbidgee Council draft Model Code of Meeting Practice

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This is page 17 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

**ITEM NO. 4 – QUARTERLY BUDGET REVIEW – MARCH 2020**

Council Meeting:	28 April 2020
Report Date:	13 April 2020
Author:	Finance Manager
File #:	SC133
Approval:	General Manger

**EXECUTIVE SUMMARY**

Attached is the Quarterly Budget Review for the period to 31 March 2020, including a statement of financial performance, a proposed balance sheet, 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.

Included also are a budget review of the cash and investment position, a budget review of key performance indicators, a budget review of contract 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.

**RECOMMENDATION**

**That the Quarterly Budget Review Report be noted and variances to the budgets, as outlined in the attachment, be approved.**

**BACKGROUND**

The Statement of Financial Performance indicates a surplus from ordinary activities of \$6,903,964 compared to the previous estimate surplus amount of \$6,419,527. With the exclusion of capital grants income, the Statement of Financial Performance indicates a deficit of \$1,939,552.

This variation results substantially as a result of additional grant funding to be received.

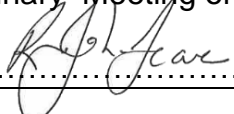
The forecast Statement of Cash Flows for the General Fund indicates a decrease of cash held of \$16,947,482, a further decrease of \$93,806 from the previous estimate.


This variation results substantially from the increased cost of plant purchases.

The Sewer Fund cash flow indicates a decrease in funds held of \$539,574, being unchanged from the previous estimate.

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.....General Manager

.....Mayor

The Water Fund cash flow indicates a reduction of cash in the amount of \$344,492, also unchanged from the previous estimate.

### **OFFICER COMMENT**

It is my opinion that the Quarterly Budget Review Statement for Murrumbidgee Council for the quarter ended 31 March 2020 indicates that Council's projected financial position at 30 June 2020 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

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Vicki Sutton  
Responsible Accounting Officer  
Murrumbidgee Council

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Date

### **SUSTAINABILITY**

NIL

### **STATUTORY COMPLIANCE/POLICY**

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

### **FINANCIAL**

The full list of the variances to the budgeted figures can be viewed at pages 27-28 of the attachment.

Provision has been made to transfer \$50,232 from the infrastructure reserve for Council's contribution toward the Darlington Point Levee upgrade works, and an additional \$84,620 from the Plant Replacement Reserve.

Additional contributions income of \$7,100 will be transferred to the Development Contributions Levy Reserve.

### **INTEGRATED PLANS**

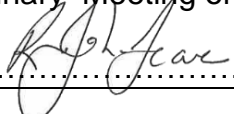
The above report addresses the current Operational Plan, together with variances noted therein.


### **RISK MANAGEMENT**

It is quite likely that a number of projects within the Stronger Communities Fund may not be completed prior to financial year end.

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This is page 19 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

**CONSULTATION / ENGAGEMENT**

Management Group

**OPTIONS**

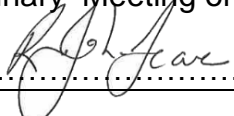
NIL

**ATTACHMENTS**

Attachment # 3 - Quarterly Budget Review

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This is page 20 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

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**ITEM NO. 5 – REQUEST FOR ASSISTANCE – HILLTOP ACCOMMODATION CENTRE**

Council Meeting:	28 April 2020
Report Date:	16 April 2020
Author:	Finance Manager
File #:	CY10-002
Approval:	General Manager

**EXECUTIVE SUMMARY**

The Hilltop Accommodation Centre has written to Council requesting assistance in providing funding for equipment and furnishing of Stage 2 of the cancer accommodation centre currently under construction.

**RECOMMENDATION**

**That Council determine if it wishes to provide a contribution toward the Hilltop Accommodation Centre Stage 2 development.**

**BACKGROUND**

In 2012, the Hilltop Accommodation Centre was opened to the public in order to provide suitable low cost accommodation for those undertaking cancer treatments at the Albury Wodonga Regional Cancer Centre.

At the time, considerable donations were provided by the Jerilderie community toward the project, as a result of significant fundraising projects auspiced by the local Lions Club and various other fundraising committees.

Stage 2 of the accommodation project has now commenced at a cost of \$3.8m and has been funded in part by the Federal Government's Building Better Regions Fund, together with the Fight Cancer Foundation contribution.

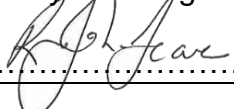
The Hilltop Accommodation Centre is now seeking community support in the amount of approximately \$1m, to complete the building project and to provide furnishings and equipment.

Stage 2 will provide some 10 accommodation suites, lounge/library, gymnasium, guest laundries and new reception areas and administration offices, and it is expected that the building will be complete by August 2020.

The Accommodation Centre provides low cost accommodation for patients and their families from some 31 Local Government areas in Victoria and NSW. Over the last 23 months, some 2,328 bed nights have been provided for Murrumbidgee Council residents receiving treatment at the Regional Cancer Centre.

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This is page 21 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## **OFFICER COMMENT**

Managing Director of the Fight Cancer Foundation, Mr Eric Wright, is requesting assistance in order to help drive awareness and lead a campaign to raise vital funds in support of this community centre (see attached).

Hilltop Fundraising Campaign Director, Alice Glachan has provided a presentation document (attached) and would be available to provide an on line presentation to Councillors and any other interested community organisations or members.

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

NIL

## **FINANCIAL**

Council has an amount of \$4,500 in the 2019/20 budget for donations, with \$2,299 unexpended. The Murrumbidgee Council Community Grants have been advertised and an amount of \$20,000 is available.

Budget considerations for the ensuing years are currently being undertaken, with the draft Operational Plan due for presentation to Council in May 2020, with adoption expected at the June meeting of Council.

## **INTEGRATED PLANS**

Community Strategic Plan

Strategy 1.3.1 Foster current sporting, social, recreational and cultural events and activities to increase participation and inclusion.

## **RISK MANAGEMENT**

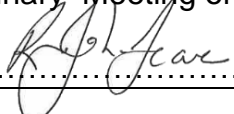
N/A


## **CONSULTATION / ENGAGEMENT**

NIL

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This is page 22 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## OPTIONS

That Council:

1. Make a contribution from within the current donations vote;
2. Determine a contribution amount be included within the 1920/21 Operational Plan budget for consideration;
3. Consider providing contributions over a number of years;
4. Assist with leading a campaign to raise funds for the Centre within the local community by advertising via social media channels;
5. Determine not to make a contribution toward the Hilltop Accommodation Centre

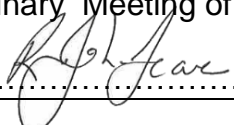
## ATTACHMENTS

Attachment # 4: Fight Cancer Foundation Letter

Attachment # 5: Hilltop Accommodation Centre Information

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This is page 23 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## ITEM NO. 6 – COVID-19 HARDSHIP POLICY

Council Meeting:	28 April 2020
Report Date:	20 April 2020
Author:	Finance Manager
File #:	SC49; SC271
Approval:	General Manager

### EXECUTIVE SUMMARY

COVID-19 was declared a global pandemic on 11 March 2020 and, with the enforced closure of many businesses since this time, recognition of the economic impacts upon businesses and individuals across the Council area is essential.

### RECOMMENDATION

**That Council adopt the Draft COVID-19 Financial Hardship Policy and endorse the retrospective waiving of interest charges on outstanding rates and charges from 1 April 2020.**

### BACKGROUND

With the almost immediate economic impact that has been assumed by our residents since the declaration of the global pandemic, and the subsequent requirements for social distancing and isolation, it is essential that we recognise the severe financial stresses being imposed upon our ratepayers.

The draft COVID-19 Financial Hardship Policy recognises the immediate actions Council can take to ease the burden of financial hardship on ratepayers and residents at this time.

### OFFICER COMMENT

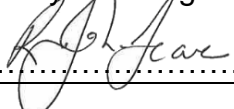
With rates and annual charges accounting for some 35% of annual income, Council will be required to carefully assess its future responses to the pandemic. With Council officers currently updating land values as a result of the recent revaluation, there will be considerable assessment of the rating scenarios being undertaken.

The rate peg amount for the 1920/21 financial year has been evaluated by IPART as 2.6%, and this is recognised as the total amount of General Fund rates Council may impose.

Council may wish to assess the impact of the rate pegging with the budget considerations to be undertaken during the next month.

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.....General Manager

  
.....Mayor



It is also important to encourage ratepayers, where possible, to continue to make payments in order that Council too can continue to provide essential services.

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

NIL

## **FINANCIAL**

Deferral of rates, fees and charges will impact upon cash flow and also impact on the outstanding debt ratios at financial year end.

The immediate impact upon the receipt of penalty interest charges is expected to be up to \$10,000 for the current financial year.

Long term effects remain difficult to predict with the unknown time factor for enforcement of isolation and distancing requirements.

## **INTEGRATED PLANS**

Community Strategic Plan

Strategy 5.1.1: Provide leadership through ethical, accountable and legislative decision making processes.

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

NIL

## **OPTIONS**

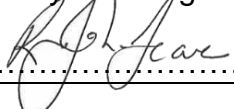
1. Council adopt the recommendation.
2. The draft COVID-19 Financial Hardship Policy, as presented to today's meeting, be adopted, with changes as determined by Council at today's meeting.
3. Council not adopt the draft COVID-19 Financial Hardship Policy.

## **ATTACHMENTS**

Attachment # 6: Draft COVID-19 Financial Hardship Policy.

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This is page 25 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## ITEM NO. 7 – DRAFT PLAN OF MANAGEMENT, ELLIOTT PARK, JERILDERIE

Council Meeting: 28 April 2020  
Report Date: 15 April 2020  
Author: Consultant Town Planner  
File #: SC119  
Approval: General Manager

### EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement to exhibit the draft Plan of Management for Elliott Park (set out in attachment # 7) and provide a follow up on the report presented to Council on 23 February 2020 regarding the initial categorisation of Crown land.

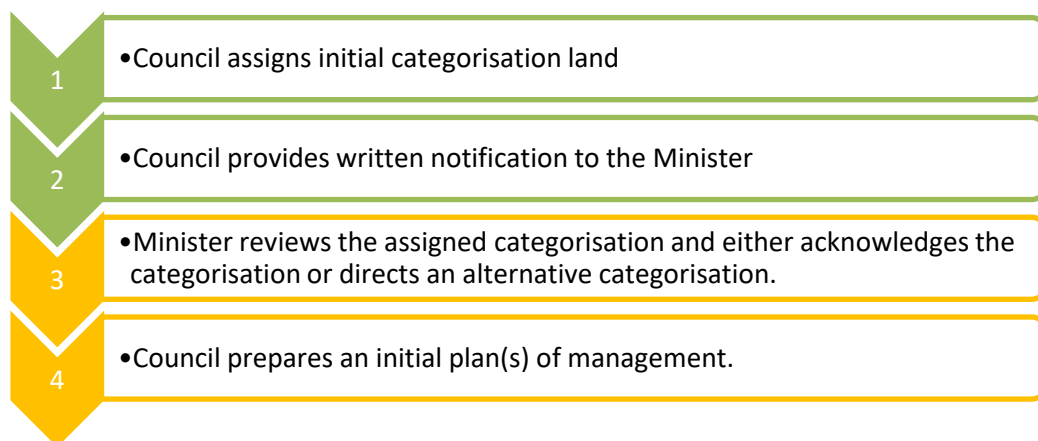
### RECOMMENDATION

**Murrumbidgee Council endorse the draft Plan of Management for Elliott Park to enable it to proceed to public exhibition.**

### OFFICER COMMENT

Under the provisions of Part 2 of the Local Government Act, 1993, all land vested with Murrumbidgee Council (with the exception of a road or land to which the Crown Land Management (CLM) Act applies) is classified as either *community* or *operational*.

As advised in the report to the Council Meeting on 25 February 2020, Council is obligated to assign one or more community land categories to Crown land, which align with those categories in Section 36 of the Local Government Act, 1993 (LG Act) and ultimately prepare a Plan of Management (PoM) for that land. The following shows the process:



This is page 26 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....*R. K. Myrae*..... General Manager

.....*R. K. Myrae*..... Mayor

On 25 February 2020 Council resolved:

*That the Categorisation of Crown Land Report and attachments be noted, with inclusion of the following:*

- *Sawmill site at Darlington Point and other land in the vicinity;*
- *Caravan Park, Darlington Point - general community use;*
- *Maintenance of The Willows, Post & Telegraph Office and Jerilderie Court House by Crown Lands Department;*
- *Darlington Point Common*

With regard to points 1, 2 and 3, these matters were forwarded to Crown Land for their comment. They advised that the sawmill site is managed by the National Parks & Wildlife Service (NPWS). They also advised that The Willows etc is best maintained at local Council level and this matter has not been further investigated.

With regard to the Darlington Point Caravan Park, an amendment to the categorisation was made, specifically to increase the general community use area component. Minor changes were also made to the proposed park and general community use boundaries within Elliott Park – again to increase the size of the general community use to align with the area once occupied by the former tennis courts.

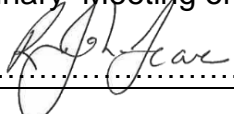
The initial categorisation was sent to Crown Lands for Ministerial acknowledgement on 11 March 2020. In subsequent discussions with Crown Lands they advised that they are progressing a number of proposals and were unable to provide a timeframe for response.


It should be emphasised that the directions from Crown Lands regarding the initial categorisation of land managed by Murrumbidgee Council does not provide scope to change community land to operational land, other than when it is obvious. Further the initial categorisation must also, in the absence of a Plan of Management, be the best fit based on current use of the land.

Upon the categorisation being acknowledged, or a direction given for an alternative category, Council moves into the stages of prepare an initial Plan of Management – either site specific plans or generic plans. This report presents the draft Plan of Management for Elliott Park as set out in attachment # 7 which has been prepared to facilitate the childcare centre development proceeding. It must be noted that the PoM has been done without acknowledgment or direction by the Minister. The risk associated with the preparation of the PoM is minimal and, if not acknowledged, will mean a public hearing will have to be conducted. If, however, the Minister acknowledges the category, Council may proceed to public notification without a public hearing.

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This is page 27 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## STATUTORY COMPLIANCE/POLICY

Murrumbidgee Council's role, as a Crown Land Manager under the provisions of the CLM Act, is to ensure that land resources are to be shared equitably in accordance with the principles of environmental protection, conservation and ecological sustainability, public use and enjoyment as well as encouraging multiple use of land. These obligations include identifying and assigning the most appropriate categorisation to reserves which Council manages and prepare either a generic or a site-specific plan of management for the land.

## FINANCIAL

The current project has no immediate financial implications for Council.

It is important to note that should the Minister not endorse the *general community use* of Elliott Park it will delay, or potentially prevent, the proposed childcare centre development.

## INTEGRATED PLANS

### Community Strategic Plan

#### *Community*

- Creating community opportunities and equitable access to Council and community services and programs

Ultimately the development of PoM's for Crown land, including undertaking community consultation through public exhibition or, where required, a public hearing, will lead to public land being managed in a transparent manner to meet the needs of the community.

#### *Environment*

- Maintaining a balance between growth, development and environmental protection

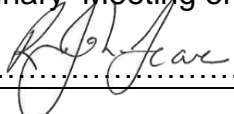
The fundamental purpose of the initial categorisation of the land and the subsequent Plan(s) of Management is to set the parameters that balance growth, development and environmental protection of community land.


## RISK MANAGEMENT

Provided that the legislative requirements specified in the CLM Act and the LG Act and associated regulations are followed, there are no foreseeable risks.

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.....General Manager

.....Mayor

## **CONSULTATION / ENGAGEMENT**

### Internal Referrals

NIL

### External Referrals

There has been on-going dialogue with representatives from the Department regarding the processes involved in the initial categorisation form and then to facilitate the developing of PoM's.

### Public Notification

Council will be required to place on public exhibition any Plan of Management it wishes to adopt, and this may involve a public hearing.

## **OPTIONS**

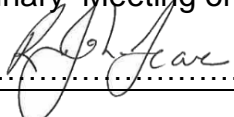
1. Murrumbidgee Council endorse the draft Plan of Management for Elliott Park to enable it to proceed to public exhibition.
2. Any other recommendations of Council.

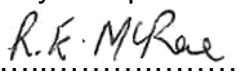
## **ATTACHMENTS**

Attachment # 7: Draft Plan of Management for Elliott Park.

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This is page 29 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

# COMMITTEE MINUTES

## ITEM NO. 8 – WESTERN RIVERINA ARTS ANNUAL GENERAL MEETING

Council Meeting:	28 April 2020
Report Date:	20 April 2020
Author:	Western Riverina Arts
File #:	SC199
Approval:	Councillor Faith Bryce, Delegate

WESTERN RIVERINA ARTS, Incorporation No: INC9894595



### WRAB Annual General Meeting

**Venue:** Via Zoom application – remote locations OPERATING UNDER THE PROTOCOLS OF COVID-19 NATIONAL JURISDICTIONAL RESPONSE

**Date:** Monday 20<sup>th</sup> April 2020

**Chair:** Sue Killham

**Meeting Opened:** 11:00am

**Attendance:** Sue Killham, Julie Briggs, Melanie Toscan, Oumi Karenga-Hewitt, Suesann Vos, Cr Anne Napoli, Anthony Morton, Aanya Whitehead

**Apologies:** Cr Faith Bryce (*due to Covid-19 technical difficulties by zoom application on being able to enter the virtual meeting*)

**Declaration of Interest:** Nil

#### MINUTES:

**Welcome:** Sue officially opened the meeting by welcoming everyone and acknowledging the traditional owners of the land.

#### Minutes of Previous Annual General Meeting held on 14<sup>th</sup> March 2019

2019 AGM Minutes: Minutes of the previous Annual General Meeting were tabled and adopted as a true and accurate record. There were no alterations to the Minutes.

**Moved:** Oumi Karenga-Hewitt

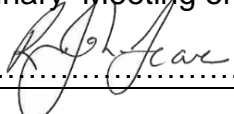
**Seconded:** Melanie Toscan

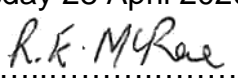
#### Chair's Report

Sue Killham tabled the Chair's report and summarised activities for 2019, and the working year in 2020 in light of COVID-19 and the impact this has made on the organisation and the community in general.

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This is page 30 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

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

.......... Mayor

### **Financial Report**

Anthony tabled the financial report for 2019, showing WRA in a stable position. Due to the accrual entry of the operating grant, the P&L showed the 2020 grant as income in 2019, which was the time it was invoiced but not paid. This effectively doubled up the income in that year according to the P&L. Therefore, all financials for 2019 should be reviewed without this figure. He recommended this be moved as a financial entry to 2020 at the date that it was paid, not invoiced, in order for the correct allocation of that grant to reflect operations in 2020. With that figure removed, the P&L showed a surplus of \$6,625.55. The total funds at bank as at 31<sup>st</sup> December 2019 were \$75,048.58.

Anthony Morton moved that the financials be accepted on the basis that the operating grant figure of \$140,000 be moved as a financial entry to 2020, at the date it was paid.

**Moved: Anthony Morton**

**Seconded: Julie Briggs**

### **Election of Office Bearers**

Sue Killham removed herself from the chair. Aanya Whitehead took the chair.

All elected positions on the Board were declared vacant and nominations were called.

**Chairperson:** Sue Killham      **Nominated:** Julie Briggs      **Seconded:** Anthony Morton

**Vice Chairperson:** Julie Briggs      **Nominated:** Sue Killham      **Seconded:** Oumi Karenga-Hewitt

**Motion was made to co-opt Anthony Morton onto the Board.**

**Moved by:** Oumi Karenga-Hewitt      **Seconded:** Julie Briggs

**Treasurer:** Anthony Morton      **Nominated:** Oumi Karenga-Hewitt      **Seconded:** Cr Anne Napoli

### **Election of Community Representatives**

**Narrandera:** Julie Briggs      **Nominated:** Oumi Karenga-Hewitt      **Seconded:** Cr Anne Napoli

**Leeton:** no nominations received

**Murrumbidgee:** Melanie Toscan      **Nominated:** Oumi Karenga-Hewitt      **Seconded:** Cr Anne Napoli

**Griffith:** Oumi Karenga-Hewitt      **Nominated:** Anthony Morton      **Seconded:** Julie Briggs

Aanya Whitehead congratulated the elected board members and removed herself from the chair. Sue Killham took the chair.

Sue Killham thanked the office bearers and community representatives for accepting the positions.

**Council Representatives**

Sue Killham declared to the meeting the Council Representatives appointed directly by their councils as follows:

**Narrandera Shire Council Representative:** Sue Killham

**Leeton Shire Council Representative:** Suesann Voss

**Griffith City Council Representative:** Ann Napoli

**Murrumbidgee Shire Council Representative:** Faith Bryce

Sue congratulated all council representatives

**Business Arising:**

There was no business arising.

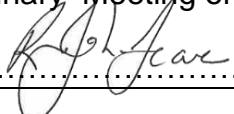
**Actions:**

- That there be a promotional online campaign to fill a Leeton community representative position on the board.
- 2019 financials be submitted to a newly appointed accountant and that the financials be prepared for Audit.

**AGM Closed:** at 11:35am

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This is page 32 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor



## From the Chair

As I reflect on another year as the Chair of Western Riverina Arts, I am exceptionally proud of and grateful for the amazing artists, artisans and arts workers that live and work in our region. It is both our role and our privilege as a board to support and promote these wonderful individuals who add so much to the quality of life where we live and work. At this time in particular our mantra of "Connecting Creative Communities" has never been more important and its implementation never more critical.

Since our last AGM we have experienced many changes. Our staff has changed with Communications transferring from Miriam to Lyllardia and now being very capably handled by Camille in Lyllardia's absence. Our Director has also changed with Derek Motion leaving us to pursue other opportunities and being replaced by the very capable and dynamic Aanya Whitehead. Not only have we moved premises to our wonderful new home in the Art Deco Water Conservation and Irrigation Building in Leeton but we have the privilege of being there to witness its development into a major arts and cultural centre for the region. And of course most of all and increasingly evident we are now operating in uncharted waters due to COVID-19 and the changes that it has wrought in everyone's lives.

Aside from organisational and virus generated change the last year has seen a number of major initiatives for WRA in particular the introduction of WRA's Artist of the Month Feature, working to establish an Artist Network, promoting an Artist on Line Initiative and implementing the Riverina Lectures – the first featuring Vic McEwan Live from the TATE in Liverpool. As an organisation we have also been heavily involved in and actively promoting arts and cultural initiatives across the region.

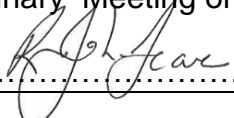
It is the nature of working in and with the arts many projects take a considerable amount of time to deliver. This has meant that our team have put a lot of effort into promoting and developing ideas that will either not now come to fruition, occur on a different and much longer timetable or morph into something different altogether. I would like to take this opportunity to thank the Western Riverina Arts staff for their flexibility and resilience and for the optimism and positivity with which they have approached each new challenge. Your support for the arts and our regional arts community is the essence of what Western Riverina Arts aims to be. We don't yet know what the future will look like but we do know that our organisation can play an important part in it.

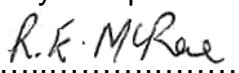
Sue Killham

April, 2020

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This is page 33 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

**Western Riveria Arts Inc.**

P O Box 355

Leeton NSW 2705

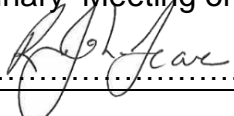
ABN: 31233089948

Data reconciled by Linda Bell Accounting.

For the period 1/1/2019 to 31/12/2019

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This is page 34 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

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**Balance Sheet**

As of December 2019

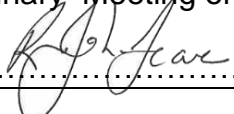

P O Box 355  
LEETON NSW 2705ABN: 31 233 089 948  
Email: rado@westrivarts.com.au

<b>Assets</b>		
<b>Current Assets</b>		
Westpac General Account	\$2,840.21	
Visa Debit Card Account	\$623.56	
Petty Cash	\$142.00	
Term Deposit	\$71,584.81	
<b>Total Current Assets</b>		<b>\$75,190.58</b>
<b>Non Current Assets</b>		
Accounts Receivable	\$154,000.00	
Plant and Equipment		\$9,859.57
<b>Total Assets</b>		<b>\$239,050.15</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable	\$1,055.00	
GST Payable	\$15,236.21	
Less GST Receivable	-\$1,185.14	
FBT Instalment	-\$1,510.00	
PAYG Withholding Payable	\$6,017.72	
Superannuation Payable	\$2,210.52	
<b>Total Current Liabilities</b>		<b>\$21,824.31</b>
<b>Total Liabilities</b>		<b>\$21,824.31</b>
<b>Net Assets</b>		<b>\$217,225.84</b>
<b>Equity</b>		
Retained Surplus/(Accum Loss)	\$70,600.29	
Current Year Surplus/(Deficit)	\$146,625.55	
<b>Total Equity</b>		<b>\$217,225.84</b>

This report includes Year-End Adjustments.

Page 1 of 1

This is page 36 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.


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

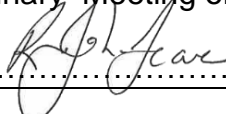
**Profit & Loss [Budget Analysis]**

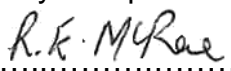
January 2019 To December 2019

ABN: 31 233 089 948  
Email: rado@westrivarts.com.au

	Selected Period	Budgeted	\$ Difference	% Difference
<b>Income</b>				
<b>Grants</b>				
Grants State Oper Recurrent	\$280,000.00	\$140,000.00	\$140,000.00	100.0%
Grants Local Oper recurrent	\$43,774.54	\$40,406.48	\$3,368.06	8.3%
Grants Brought Fwd Prior Yrs	\$3,039.64	\$3,039.64	\$0.00	0.0%
<b>Fundraising - Gifts</b>				
Donations Received	\$39.89	\$600.00	-\$560.11	(93.4)%
<b>Trading/Operating Activities</b>				
Fees and Charges Restricted	\$0.00	\$250.00	-\$250.00	(100.0)%
Sales - Tickets Performances	\$68.78	\$196.47	-\$127.69	(65.0)%
Rebates, Refunds, Reimbursemts	\$400.00	\$338.00	\$62.00	18.3%
<b>Other Income</b>				
Interest Income	\$1,421.80	\$2,251.98	-\$830.18	(36.9)%
<b>Total Income</b>	<b>\$328,744.65</b>	<b>\$187,082.57</b>	<b>\$141,662.08</b>	<b>75.7%</b>
<b>Total Cost of Sales</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>NA</b>
<b>Gross Profit</b>	<b>\$328,744.65</b>	<b>\$187,082.57</b>	<b>\$141,662.08</b>	<b>75.7%</b>
<b>Expenses</b>				
Accounting Fees	\$4,140.00	\$3,399.96	\$740.04	21.8%
<b>Advertising and Promotion</b>				
Advertising & Promotion	\$4,219.55	\$2,280.00	\$1,939.55	85.1%
Sponsorship	\$0.00	\$500.00	-\$500.00	(100.0)%
Assets - Low cost Items	\$779.99	\$960.00	-\$180.01	(18.8)%
Audit Fees	\$500.00	\$550.00	-\$50.00	(9.1)%
Board Training/ Conference Exp	\$0.00	\$1,000.00	-\$1,000.00	(100.0)%
Board Meeting Expenses	\$273.00	\$400.00	-\$127.00	(31.8)%
<b>Program and Project Costs</b>				
Artist Fees	\$4,539.40	\$5,000.04	-\$460.64	(9.2)%
Catering Expenses	\$544.45	\$999.96	-\$455.51	(45.6)%
Production Costs	\$645.48	\$500.00	\$145.48	29.1%
Venue Hire	\$320.91	\$500.00	-\$179.09	(35.8)%
Other	\$0.00	\$1,324.32	-\$1,324.32	(100.0)%
<b>Total Program and Project Costs</b>	<b>\$6,050.24</b>	<b>\$8,324.32</b>	<b>-\$2,274.08</b>	<b>(27.3)%</b>
Computer/Software Expenses	\$3,194.88	\$2,992.70	\$202.18	6.8%
<b>Depreciation</b>				
<b>Insurance</b>				
Insurance - General	\$0.00	\$237.03	-\$237.03	(100.0)%
Insurance - Public Liability	\$1,565.88	\$1,330.00	\$235.88	17.7%
Insurance - Volunteers	\$0.00	\$65.00	-\$65.00	(100.0)%
<b>Total Insurance</b>	<b>\$1,565.88</b>	<b>\$1,395.00</b>	<b>\$170.88</b>	<b>12.2%</b>
Membership/Subscrip Fees Paid	\$501.82	\$564.09	-\$62.27	(11.0)%
<b>Motor Vehicle Expenses</b>				
MV Fuel & Oil	\$4,287.28	\$3,960.00	\$327.28	8.3%
MV Repairs and Maintenance	\$563.09	\$0.00	\$563.09	NA
MV Lease Payments	\$12,740.33	\$11,314.20	\$1,426.13	12.6%
<b>Total Motor Vehicle Expenses</b>	<b>\$17,590.70</b>	<b>\$15,274.20</b>	<b>\$2,316.50</b>	<b>15.2%</b>
Postage Freight & Cartage	\$145.45	\$115.45	\$30.00	26.0%
Printing and Stationary	\$192.70	\$236.82	-\$44.12	(18.6)%
Rent	\$9,999.95	\$9,066.65	\$933.30	10.3%
<b>Salaries and Wages</b>				
RADO Salary	\$76,257.79	\$72,867.12	\$3,390.67	4.7%

This is page 37 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

 General Manager

 Mayor

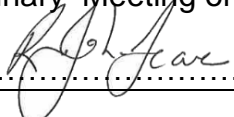
**Profit & Loss [Budget Analysis]**

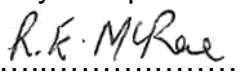
January 2019 To December 2019

ABN: 31 233 089 948  
Email: rado@westrivarts.com.au

	Selected Period	Budgeted	\$ Difference	% Difference
RADO Superannuation	\$6,479.84	\$6,552.00	-\$72.16	(1.1)%
RADO Allowances	\$697.50	\$1,399.00	-\$701.50	(50.1)%
RADO Other	\$465.00	\$0.00	\$465.00	NA
Comms Salary	\$29,163.10	\$38,957.88	-\$9,794.78	(25.1)%
Comms Superannuation	\$2,894.78	\$3,506.16	-\$611.38	(17.4)%
Comms Annual Leave	\$824.98	\$0.00	\$824.98	NA
Comms Personal Leave	\$483.17	\$0.00	\$483.17	NA
Comms Allowances	\$348.75	\$469.00	-\$120.25	(25.6)%
Comms Other	\$930.00	\$0.00	\$930.00	NA
Fringe Benefits Tax	\$2,266.58	\$3,000.00	-\$733.42	(24.4)%
Workers Compensation	\$2,093.38	\$1,579.54	\$513.84	32.5%
Fees Paid	\$0.00	\$116.25	-\$116.25	(100.0)%
<b>Total Salaries and Wages</b>	<b>\$122,904.87</b>	<b>\$128,446.95</b>	<b>-\$5,542.08</b>	<b>(4.3)%</b>
Staff Amenities	\$85.62	\$0.00	\$85.62	NA
Sundry Expenses	\$0.00	\$99.96	-\$99.96	(100.0)%
Telephone, Fax & Internet	\$2,265.08	\$1,681.56	\$583.52	34.7%
Training & Development				
RADO - Training & Development	\$511.72	\$1,082.92	-\$571.20	(52.7)%
Comms Officer	\$199.00	\$800.18	-\$601.18	(75.1)%
Board	\$1,492.14	\$1,000.00	\$492.14	49.2%
<b>Total Training &amp; Development</b>	<b>\$2,202.86</b>	<b>\$2,883.10</b>	<b>-\$680.24</b>	<b>(23.6)%</b>
RADO - Travel Expenses	\$4,743.89	\$3,759.96	\$983.93	26.2%
Comms Officer -Travel Expenses	\$437.62	\$900.00	-\$462.38	(51.4)%
Board - Travel Expenses	\$325.00	\$615.00	-\$290.00	(47.2)%
<b>Total Expenses</b>	<b>\$182,119.10</b>	<b>\$185,682.75</b>	<b>-\$3,563.65</b>	<b>(1.9)%</b>
<b>Operating Profit</b>	<b>\$146,625.55</b>	<b>\$1,399.82</b>	<b>\$145,225.73</b>	<b>10,374.6%</b>
<b>Net Profit/(Loss)</b>	<b>\$146,625.55</b>	<b>\$1,399.82</b>	<b>\$145,225.73</b>	<b>10,374.6%</b>

This is page 38 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

 General Manager

 Mayor

## ITEM NO. 9 – WESTERN RIVERINA ARTS GENERAL MEETING

Council Meeting:	28 April 2020
Report Date:	20 April 2020
Author:	Western Riverina Arts
File #:	SC199
Approval:	Cr Faith Bryce, Delegate

### Minutes of Board Meeting

Held on Monday 20<sup>th</sup> April 2020

Held at 11:40am

via Zoom application – remote locations

**OPERATING UNDER THE PROTOCOLS OF COVID-19 NATIONAL JURISDICTIONAL RESPONSE**

**Board Meeting opened:** 11:40am by Susan Killham, Chair

**Board attendees:** Susan Killham, Chair and Narrandera Shire Council Representative. Julie Briggs, Vice Chair and Narrandera Community Representative. Anthony Morton, Treasurer and Griffith Co-opted Member. Faith Bryce, Murrumbidgee Shire Council Representative. Melanie Toscan, Murrumbidgee Community Representative. Oumi Karenga-Hewitt, Griffith Community Representative.

**Board apologies:** Councillor Anne Napoli, Griffith City Council Representative. Suesann Vos, Leeton Shire Council Representative. (both were restricted by the technical ability to connect with the meeting through Zoom).

**Other attendees:** Aanya Whitehead, Executive Director, Western Riverina Arts Inc. (AW).

#### 1. Welcome and Declaration:

At the AGM directly preceding this General Meeting, both a welcome to meeting members present, and Acknowledgement of Country were given by the Chair, Susan Killham.

**1a. Declaration:** Chair asked all members of the Board whether they had a Declaration of Interest. There were no Declarations of Interest.

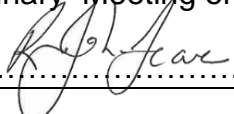
**2. Minutes of previous meeting:** The Minutes from the previous General Meeting, held at 6pm on Thursday 30<sup>th</sup> January at the Western Riverina Offices, were tabled by Chair and asked if they be accepted. It was moved that the Minutes be accepted, no alterations made.

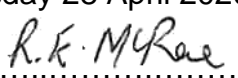
**Moved: Oumi Karenga-Hewitt Seconded: Melanie Toscan.**

Chair moved meeting to Agenda 3.

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This is page 39 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

The Chair invited Aanya Whitehead, Executive Director, to present the RADO Report.

**3. Regional Arts Executive Director Report (aka RADO Report):** AW presented and read a tabled report dated 17<sup>th</sup> April 2020. This covered the activities and focus of the previous two months at Western Riverina Arts (report attached). Initiatives, governance, funding and administrative areas were outlined.

Discussion arising:

\* **Griffith Bushfire Benefit Concert:** Julie Briggs asked about sponsorship that the ED has sought and obtained for the concert. AW explained that the whole concert was run by volunteers, and AW had sought sponsorship and support for lighting, staging, fencing, generators and general facilities. Cr Anne Napoli also volunteered on the day and noted the volunteer work of the whole team, being staff from Council, musicians and others and how excited and full of goodwill everyone was. AW had recorded the concert for WRA and this will go up as a ten minute video on WRA's Youtube channel and SM platform.

\* **Implementation of Administrative Systems:** AW explained that since the last meeting, payroll was being done internally directly through MYOB and also the bookkeeping was being directly inputted straight to the MYOB database by the ED rather than a three –step administrative process. The Books and Source Documents pertaining to them were filed immediately ready for audit, and available at all times. A financial reconciliation and Cost Report is done monthly and any financial documents can be viewed at any time and able to reflect the state of the organisation on a month by month basis. AW showed these files to the Board. Anthony Morton, Sue Killham and Julie Briggs noted that it was a system that would be beneficial to the organisation for its transparency and will help the Accountant.

\* **Extension of Car Lease:** Other administrative responsibilities were also being dealt with from 2019, one being the Car Lease. The extension of the lease in Nov of the previous year had come with much higher charges, and a new car has been ordered. This is a much cheaper lease and a diesel car so the fuel will be less as well, but the savings for this won't be seen for about a year because of the lease extension.

Chair asked that the RADO Report be accepted.

**Moved: Julie Briggs Seconded: Melanie Toscan.**

Chair moved meeting to Agenda 4.

**4. Chairperson's Report:** Sue Killham, Chair, presented the Chairperson's Report that focussed on COVID-19 and the work the staff had done in order to continue to support the arts during the crisis.

Chair asked that the Chair Report be accepted.

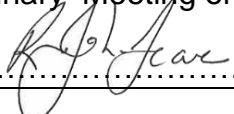
**Moved: Cr Anne Napoli Seconded: Julie Briggs**

No discussion points were arising.

Chair moved meeting to Agenda 5.

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This is page 40 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor



5. **Correspondence:** A detailed dot point list of 46 correspondence headers was presented to the Board via the Meeting Agenda. This correspondence was received via email, not in relation to internal business or internal funding . All correspondence listed was replied to. Email trails available.

Discussion arising:

\* **Detail available:** ED said detail of correspondence can be provided on any of the email trails.

\* **Melanie Toscan** said that if anything was pertinent to the Council Reps or Board members directly that they be notified, and that this correspondence can be sent to them on request if they felt it relevant.

Chair asked that the Correspondence be accepted.

- **Moved: Julie Briggs Seconded: Oumi Karenga-Hewitt**

Chair moved meeting to Agenda 6.

6. **Financial Report:** Anthony Morton, Treasurer, read through the Financials as at the period Jan-Mar 2020, which was compared to the previous year in the same period.

Treasurer explained that the \$140,000 Create NSW operating grant income was to be moved as an entry in the Financials (per the AGM discussion) and shown in the 2020 period. This would then accurately reflect the appropriate surplus for this period. He noted that The Financials were on par with expenditure from last year, although up in some areas like wages and the cross-over of the car lease. He noted also that this will not show a reduction because of the added costs of lease extension and changeover per the ED report. Sue Killham noted that actual motor vehicle running costs were down. Treasurer also explained the release of the original Term Deposit, and a reinvestment of \$50,000 into back into the Term Deposit Account on 3<sup>rd</sup> April 2020.

Bank balances as at 20<sup>th</sup> April 2020. Bank Balance: WRA Debit Card Account \$289.55, WRA Operating Account \$120,845.60. Term Deposit: \$50,000. Total at bank as at 20<sup>th</sup> April 2020 is \$171,135.15.

Discussion arising:

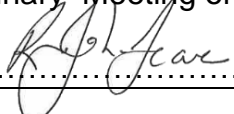
\* **2020 Budget:** This needed to be completed and inputted and presented at next Board Meeting with the financials, and the financials measured against the Budget rather than the previous year. ED advised that a budget has been done and could be tabled. However, generally it was agreed by the members of the meeting that the budget would need discussion with officers. Treasurer asked that it be finalised internally and presented at next Board Meeting.

Treasurer moved that P&L for the period January to March 2020 be accepted.

- **Moved: Anthony Morton Seconded: Julie Briggs.**

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This is page 41 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## 7. General Business

Aanya Whitehead asked the Board whether she could bring into the meeting Camille Whitehead, Communications Officer. Board agreed. Camille attended the meeting online as per the rest of the members present.

Sue Killham introduced and welcomed Camille to the meeting. Aanya Whitehead invited Camille to present a Communications Report to the meeting.

Camille Whitehead presented a detailed overview of Communications for the period January through to March and into April 2020. She outlined the focus areas, what projects were pursued with partner organisations and in-house. She outlined the connectivity both with online platforms and directly with Western Riverina Arts and presented statistics on social media platforms.

Discussion arising:

\* **Online Platforms:** Discussion on various online platforms and social media tools. Particular contribution by Melanie Toscan and Oumi Karenga-Hewitt who invited Camille to use them as an extra resource, both are marketing professionals and happy to support Communications and Camille in her work.

\* **Micro-Grants:** ED gave an explanation of the proposed Micro-Grant initiative that is currently being prepared to go to Elizabeth Rogers for the new funding pools. Julie Briggs and Sue Killham noted how valuable this initiative would be if it could get up and running, all Board Members present agreed and commented.

\* **Growing Activity:** Sue Killham congratulated the staff at WRA, and commented on how much WRA's activity has grown and that its profile was far more present in the Community and Online.

Sue Killham thanked all present for the meeting and congratulated and thanked the newly elected Board. She asked that ED provide action items for the next meeting.

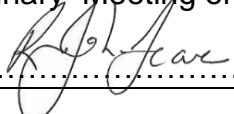
**8. Action Items for next meeting:** Will be forwarded by ED

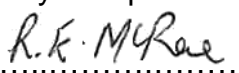
**9. Next meeting:** Next GM will be set for June 2020, via Zoom.

Meeting close: 1:05pm

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This is page 42 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

Chairperson's Report

I believed when writing my last report that I would probably never have to write another expressing where we were as an organisation in a period of such profound change. I may have been correct when reflecting on our own operational circumstances at that time however I had no map or crystal ball to show me that the work itself, everything that we do and the way that we do it would have to change so quickly. Fortunately for us our new Director, has proved to be a skilled navigator through these turbulent and ever changing seas.

Covid-19 has made a great difference to the way in which Western Riverina Arts operates. Instead of heading out to work with local artists, arts workers and venues we are now reaching out and providing not only opportunities and promotion but also support, information and advocacy to an arts sector that has been decimated by the absolute necessity of this shutdown. Artists and artisans often fall through the cracks and are forgotten in the big financial picture while still being called upon to lift, lighten, inspire and represent the spirit of difficult times.

Our role at WRA is to support arts development in this region which is a difficult brief at this time however our team have been doing an outstanding job in this area. Aanya and Camille, have worked diligently to provide information on funding, to highlight ongoing projects and to support new and creative forms of involvement for artists and the wider community. I thank them sincerely for all of their hard work.

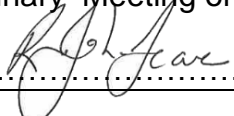

Although our doors are shut and Camille is now working from home we are definitely still open for business!

Susan Killham

April, 2020

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This is page 43 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

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

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**Acknowledgment and warm Thankyou**

First, I acknowledge that this land is Wiradjuri, and pay my respect to Custodians, past, present and future. Second, I wish to thank the Western Riverina Arts Board for continuing to support me through these extraordinary times that no-one could have predicted in their wildest dreams.

**February and March 2020**

Coming out of the drought, Covid-19 hit us in the middle of March. From that time onwards, nothing has been straightforward and there has been a continuing effort to adapt and re-purpose Western Riverina Arts to the Community. First of all, our internal arrangements changed where the Communications Officer now works remotely from home, and I continue to work out of the office as I can social distance and it is not open to the public anymore. The office deals exclusive with remote communication in its dealings with the public.

Regardless, throughout February and March, Western Riverina Arts was active in several main objective areas that addressed all demographics across the Creative Community in our region:

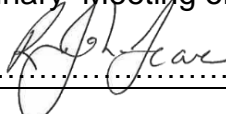
- Online, SM and traditional media platforms – promotion of artists, initiatives, venues and events throughout the region
- Continuation of essential administrative and governance duties associated with what was needing to be finalized from 2019.
- Putting in place administrative systems to complete essential governance requirements.
- Development and Initiation of projects both internal and external that would be of benefit to the region.
- Networking with the Creative Community to ascertain needs and funding support for various sectors.
- Partnering on funding applications for projects in the region.
- Attended NSW Network Meeting for Regional Arts NSW, invited was Create NSW. It was expressed in this meeting by both organisations that the RADO network was a huge community asset across the State able to respond quickly and deeply to its own community with rapidity and sensitivity in times of crises. This was said in the context of the Bushfire crisis.

Priority areas dealt with:

- Final 2018 Audit completed and filed.
- Receipt of Operating Grant, repayments and adjustments of accounts outstanding.

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This is page 44 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

 ..... General Manager

 ..... Mayor

- Renewed vehicle with a less expensive lease, to be delivered in July 2020. This has been pushed back from delivery in May because of Covid-19.
- Attended Network Meeting with Regional Arts NSW and Create NSW in February 2020.
- Term Deposit restructured
- Consistent Payroll system set up and operating.
- MYOB bookkeeping data updated weekly, reconciled monthly. Source documents filed for audit immediately, monthly Cost Report outputted.
- Insurance: both General Liability and Workers' Compensation insurances – actual figures have not been declared since 2017 and both insurance companies – Finsura and Icare, have requested this information going back two financial years.

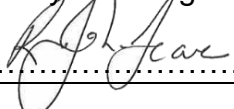
#### Creative Community

Connectivity with the Creative Community continued intensely throughout February to mid-March. Then Covid-19 really hit the entire regional area from the weekend of Sat 14<sup>th</sup> 2020. After this weekend, there were mass cancellations of events across the region, large and small following the National Jurisdictional Response announcements. This has continued and as society has now transferred all group activities online, WRA has also adapted all of its activities online. The office is contactable and promotion of the Creative Community continues in the region. WRA is working with funding partners to prepare grant submissions within the new paradigm and to continue to develop existing projects in a different way.

- *The Riverina Lectures* – the first lecture was launched on Thursday 12<sup>th</sup> March featuring Vic McEwan from The Cad Factory, "Live from the Tate Liverpool" in the UK. This was held at the Narrandera Shire Library and was a real success. Just two days later on Saturday 14<sup>th</sup>, Covid-19 shut down all future events. This was one of the last public events to be held before the shut-down. This series is now to be developed purely online with online lectures.
- *Griffith Bushfire Benefit Concert* – a picnic concert was held at Memorial Park in Griffith on Friday 13<sup>th</sup> staged entirely with volunteer labour and local Council and Business support. WRA was a major partner in making this event possible and the ED who volunteered labour, also organised all the fencing, portaloos, generators and lighting to be installed. There was a large volunteer team who worked tirelessly to make it run smoothly and the evening was a magic event with all local artists performing. Like the Riverina Lecture the day before, this was the second last public event of the region before Covid-19 shut down all events from that weekend onwards. In a sense it was a warm and memorable family event that created a large social outcome at all levels. This concert was written up on the front page of the local paper the next week.

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This is page 45 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

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

.......... Mayor

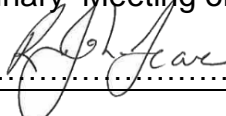
- *The Round Room* – this was an installation by Kerri Weymouth that WRA filmed on location. The artist narrated and showed the meaning of the installation. Camille Whitehead filmed and edited this, and this is going to be featured as a WRA film on its youtube channel. Once again, whilst this was done for completely different reasons, it was filmed with an appreciator audience on the day who followed the artist around. When Covid-19 came into force, this was not possible to get this footage, so it now is an historical record of this artist’s work with an audience attending. WRA is very proud of what Camille has done with this piece that was a collaboration between the filmmaker and Kerri Weymouth, supported by the Griffith Regional Art Gallery.
- *Micro-Grant Funding Pool* – currently putting a proposal to Regional Arts NSW for WRA to administer a micro-grant funding pool for local artists, based on the success of micro-funding around the globe.

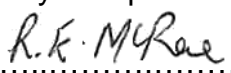
#### Projects in Development

- *The Riverina Lectures* – this roving lecture series is now being re-purposed under Covid-19. Strangely it was a project that in its original form was perfectly suited to an online society. Speakers coming up are: Anthea da Silva, Clarry Higgins, Craig Cromelin and Tony Briggs.
- *Yarruwala Wiradjuri Cultural Festival* – working with the Griffith Regional Theatre, WRA is a major partner responsible for seeking funding, amongst a major working team made up of twelve community organisations across the region. Under Covid-19, the festival program has been adapted to be split in two years – 2020 to be an online festival, 2021 to launch the grand opening ceremony, theatre production and live finale concert. Events are being planned across the four shires celebrating Wiradjuri culture.
- *LCAIN Shop Window Exhibition* – in Narrandera, partnering with Councillor Tracey Lewis to realise a community exhibition of local art in shop windows. Discussions are taking this project to an online format.
- *Art Deco Festival* – partnering with Leeton Shire Council for funding for the Illuminart projection art to be displayed on the WCIC building.
- *Roxy Theatre* – Proposals on theatre and supporting its promotion and shows
- *Leeton and District Aboriginal Land Council* – met several times with ED to pursue community projects in Leeton.
- *Roslyn Lockhart Jerilderie* – promoting Olympic heritage dot painting in Council Chambers, proposal for Sculpture, workshops and cultural tours. Thu 13<sup>th</sup> Feb

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This is page 46 of 99 of the General Manager’s Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

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

.......... Mayor

Auspice and Support:

- Leeton Art Society – Penny Paniz sponsorship of art prize and support of exhibition in costs of mounting. This has been postponed, but commitment remains. Leeton Art Society has mounted its activities online.
- Coleambally Artist Workshop – partnering with the Coleambally TASTE Festival Committee.
- Jason Richardson – is developing an online project. He also sought feedback on his film for the Leeton Art Society, and WRA are working with him on the Fivebough Wetlands exhibition in Leeton with the Murrumbidgee Field Naturalists.
- Kerri Weymouth – CASP acquittal support from a 2017 grant for a project at Darlington Point. Completed.

Regional events and outside meetings, attended and promoted

Western Riverina Arts was in attendance to a lot of local events that happened before Covid-19. These were all promoted before and after. WRA also promoted individual artists across the community.

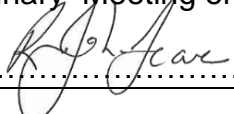
- Narrandera Arts and Cultural Committee Meeting – Tue 11<sup>th</sup> Feb
- Seniors Week Morning Tea and Floor Talk – Griffith Regional Art Gallery – Wed 12<sup>th</sup> Feb.
- Eastern Riverina Arts – Creative Directory – Tue 18<sup>th</sup> Feb
- Each for Equal – Introduced the women artists featured in exhibition at Griffith Regional Art Gallery – Fri 21<sup>st</sup> Feb
- Veronica Collins – meeting and promotion – Fri 6<sup>th</sup> Mar
- Day in the Orchard – Griffith Regional Theatre – Sat 7<sup>th</sup> Mar
- Caterina Catanzariti – Griffith community arts group proposal morning tea with group – Mon 9<sup>th</sup> Mar

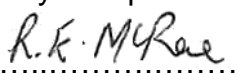
Media – refer to Communications Report (20.4.20)

END REPORT

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This is page 47 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

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

.......... Mayor

**FINANCIAL STATEMENTS**  
**For the period Jan-Mar 2020**

**Western Riveria Arts Inc.**

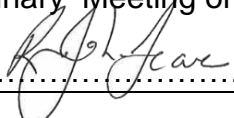
P O Box 355  
Leeton NSW 2705  
ABN: 31233089948

Data reconciled by Executive Director

For the period 1/1/2020 to 31/3/2020

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This is page 48 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

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**Bank Accounts as at 31<sup>st</sup> March 2020**

<b>Westpac Operating Account</b>		<b>\$ 181,356.86</b>	
31 Mar 2020	INTEREST PAID	\$16.25	\$181,356.86

(\$50,000 transferred to Term Deposit Account on 3/4/20 per below)

<b>Westpac Debit Card Account</b>		<b>\$ 132.55</b>	
31 Mar 2020	DEBIT CARD PURCHASE MAND B CURRY NEWS PT LEETON ALIS Card No. -976326	-\$9.40	\$132.55

**Westpac Term Deposit Account**      **\$ closed as at 31/3/20**  
 Previous account closed. New account opened.  
 \$50,000 transferred from Operating Account to new Term Deposit Account on 3/4/20.



**Australia's First Bank.**

Westpac Banking Corporation  
ABN 33 004 433 143  
AFSL 233714

Term Deposit Enquiries  
LEETON  
60 RIVERVIEW LESTER  
LEETON NSW  
Telephone: 0288 33338  
www.westpac.com.au

03 April 2020  
WESTERN RIVERINA ARTS INCORPORATED  
46-50 RIVERVIEW LESTER  
LEETON NSW 2708

WESTERN RIVERINA ARTS INCORPORATED.

Thank you for choosing to open your Term Deposit with Westpac. We are pleased to provide you with your new account details.

**Term Deposit details**

Account number:	032757-229883
Account name(s):	WESTERN RIVERINA ARTS INCORPORATED
Principal amount:	\$50,000.00
Open date:	03 April 2020
Maturity date:	03 April 2021
Term:	12 months 0 days
Interest rate:	1.758% p.a.
Interest frequency:	We will pay you interest at maturity.

This letter is to confirm the opening of your Term Deposit and to provide you with relevant account details. It does not constitute a receipt for the amount of your opening deposit. We will send you a letter of confirmation, outlining any reinvestment instructions we are holding for your deposit, once your funds have been received into the account.

If there is anything else that we can help you with, please call Westpac Telephone Banking on 132 333 or if you are a Business Customer call Westpac Business Direct on 132 772 and we will be happy to assist you.

Thank you for banking with Westpac.

Yours sincerely,

Joe Kane

Page 1 of 2

**Customer receipt.**

**Office Use:** 032757-F065723-1025:01      **Date:** 03/04/2020  
**Session:** 1585891543420-F065723

Account No.	Transaction type	Amount
Seq: 754188863 #####3749	Cash WEL	\$50,000.00
Seq: 754189154 #####3683	Deposit	\$50,000.00
Seq: 754189320	Outstanding Fees	\$0.00
End Session:		

Transactions followed by an asterisk (\*) include GST component

Westpac Banking Corporation ABN 33 004 433 143 AFSL 233714      WBC401031695

This is page 49 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....*R. K. McRae*..... General Manager      .....*R. K. McRae*..... Mayor

Created: 17/04/2020 2:00 PM

Western Riverina Arts Inc.

P O Box 355  
LEETON NSW 2705

## Balance Sheet

As of March 2020

ABN: 31 233 089 948

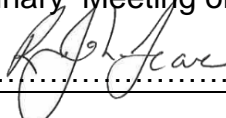
Email: rado@westrivarts.com.au

Assets		
Current Assets		
Westpac General Account	\$181,356.86	
Visa Debit Card Account	\$132.55	
Petty Cash	\$184.45	
<b>Total Current Assets</b>		<b>\$181,673.86</b>
Plant and Equipment		\$9,859.57
<b>Total Assets</b>		<b>\$191,533.43</b>
Liabilities		
Current Liabilities		
GST Payable	\$14,009.21	
Less GST Receivable	-\$814.42	
FBT Instalment	-\$1,510.00	
PAYG Withholding Payable	\$5,789.72	
Superannuation Payable	\$3,277.32	
<b>Total Current Liabilities</b>		<b>\$20,751.83</b>
<b>Total Liabilities</b>		<b>\$20,751.83</b>
<b>Net Assets</b>		<b>\$170,781.60</b>
Equity		
Retained Surplus/(Accum Loss)	\$218,021.75	
Current Year Surplus/(Deficit)	-\$47,240.15	
<b>Total Equity</b>		<b>\$170,781.60</b>

This report includes Year-End Adjustments.

Page 1 of 1

This is page 50 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

 General Manager

 Mayor

**Profit & Loss [Last Year Analysis]**P O Box 355  
LEETON NSW 2705

January 2020 To March 2020

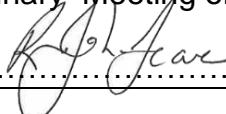
ABN: 31 233 089 948  
Email: rado@westrivarts.com.au

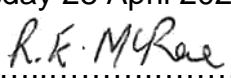
	This Year	Last Year	\$ Difference	% Difference
<b>Income</b>				
Grants				
Grants State Oper Recurrent	\$0.00	\$140,000.00	-\$140,000.00	(100.0)%
Grants Brought Fwd Prior Yrs	\$0.00	\$3,039.64	-\$3,039.64	(100.0)%
Trading/Operating Activities				
Sale of Goods	\$14.55	\$0.00	\$14.55	NA
Sales -Tickets Performances	\$45.45	\$0.00	\$45.45	NA
Rebates, Refunds, Reimbursemts	\$1,423.10	\$0.00	\$1,423.10	NA
Other Income				
Interest Income	\$162.16	\$34.60	\$127.56	368.7%
<b>Total Income</b>	<b>\$1,645.26</b>	<b>\$143,074.24</b>	<b>-\$141,428.98</b>	<b>(98.9)%</b>
<b>Total Cost of Sales</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>NA</b>
<b>Gross Profit</b>	<b>\$1,645.26</b>	<b>\$143,074.24</b>	<b>-\$141,428.98</b>	<b>(98.9)%</b>
<b>Expenses</b>				
Advertising and Promotion				
Advertising & Promotion	\$15.00	\$1,207.68	-\$1,192.68	(98.8)%
Audit Fees	\$500.00	\$0.00	\$500.00	NA
Program and Project Costs				
Artist Fees	\$0.00	\$2,064.40	-\$2,064.40	(100.0)%
Catering Expenses	\$109.09	\$62.27	\$46.82	75.2%
Production Costs	\$40.00	\$211.25	-\$171.25	(81.1)%
<b>Total Program and Project Costs</b>	<b>\$149.09</b>	<b>\$2,337.92</b>	<b>-\$2,188.83</b>	<b>(93.6)%</b>
Computer/Software Expenses	\$438.45	\$1,237.40	-\$798.95	(64.6)%
Membership/Subscrip Fees Paid	\$75.64	\$0.00	\$75.64	NA
Motor Vehicle Expenses				
MV Fuel & Oil	\$583.60	\$1,002.57	-\$418.97	(41.8)%
MV Repairs and Maintenance	\$13.63	\$0.00	\$13.63	NA
MV Lease Payments	\$3,897.00	\$2,828.55	\$1,068.45	37.8%
<b>Total Motor Vehicle Expenses</b>	<b>\$4,494.23</b>	<b>\$3,831.12</b>	<b>\$663.11</b>	<b>17.3%</b>
Postage Freight & Cartage	\$143.18	\$0.00	\$143.18	NA
Printing and Stationary	\$437.05	\$0.00	\$437.05	NA
Rent	\$2,499.99	\$3,333.32	-\$833.33	(25.0)%
Salaries and Wages				
RADO Salary	\$16,326.09	\$16,290.00	\$36.09	0.2%
RADO Superannuation	\$2,309.55	\$1,547.55	\$762.00	49.2%
RADO Annual Leave	\$7,926.35	\$0.00	\$7,926.35	NA
RADO Personal Leave	\$58.52	\$0.00	\$58.52	NA
RADO Allowances	\$0.00	\$348.75	-\$348.75	(100.0)%
Comms Salary	\$8,888.44	\$8,988.00	-\$99.56	(1.1)%
Comms Superannuation	\$963.88	\$853.86	\$110.02	12.9%
Comms Annual Leave	\$1,252.86	\$0.00	\$1,252.86	NA
Comms Personal Leave	\$65.97	\$0.00	\$65.97	NA
Fringe Benefits Tax	\$755.00	\$0.00	\$755.00	NA
<b>Total Salaries and Wages</b>	<b>\$38,546.66</b>	<b>\$28,028.16</b>	<b>\$10,518.50</b>	<b>37.5%</b>
Staff Amenities	\$40.88	\$0.00	\$40.88	NA
Sundry Expenses	\$7.64	\$0.00	\$7.64	NA
Telephone, Fax & Internet	\$518.18	\$439.08	\$79.10	18.0%
Training & Development				
RADO - Training & Development	\$0.00	\$36.36	-\$36.36	(100.0)%

This report includes Year-End Adjustments.

Page 1 of 2

This is page 51 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

 General Manager

 Mayor

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Western Riverina Arts Inc.

**Profit & Loss [Last Year Analysis]**

P O Box 355  
LEETON NSW 2705

January 2020 To March 2020

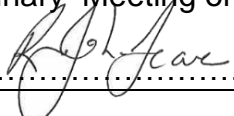
ABN: 31 233 089 948  
Email: rado@westrivarts.com.au

	This Year	Last Year	\$ Difference	% Difference
Comms Officer	\$19.07	\$0.00	\$19.07	NA
Total Training & Development	\$19.07	\$36.36	-\$17.29	(47.6)%
RADO - Travel Expenses	\$1,000.35	\$656.78	\$343.57	52.3%
Comms Officer -Travel Expenses	\$0.00	\$112.62	-\$112.62	(100.0)%
Board - Travel Expenses	\$0.00	\$325.00	-\$325.00	(100.0)%
<b>Total Expenses</b>	<b>\$48,885.41</b>	<b>\$41,545.44</b>	<b>\$7,339.97</b>	<b>17.7%</b>
Operating Profit	-\$47,240.11	\$101,528.80	-\$148,768.95	(146.5)%
<b>Net Profit/(Loss)</b>	<b>-\$47,240.11</b>	<b>\$101,528.80</b>	<b>-\$148,768.95</b>	<b>(146.5)%</b>

This report includes Year-End Adjustments.

Page 2 of 2

This is page 52 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## ITEMS FOR INFORMATION

ITEM NO. 10 - MONTHLY CASH & INVESTMENT REPORT – MARCH 2020

Council Meeting:	28 April 2020
Report Date:	12 April 2020
Author:	Finance Manager
File #:	SC133
Approval:	General Manager

### EXECUTIVE SUMMARY

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

### RECOMMENDATION

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

### BACKGROUND

**Cash at Bank:** Council's consolidated cash position (cash and investments) as at 31 March 2020 was \$27,087,169.29, with the cash at bank amount for the same period being \$518,981.86.

**Investments:** As at 31 March 2020, Council's total invested funds were \$26,568,187.43. Average interest rates over the reporting period were 1.42%. The bulk of Council's investments are held with Bendigo Bank (60.89%), IMB Ltd (15.52%) and ANZ (10.48%), in accordance with the guidelines and requirements of the Financial Management Regulations.

### OFFICER COMMENT

I certify that:

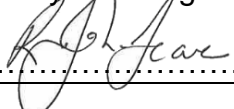
- 1) the cash book was reconciled with the bank balance as shown by the bank statements as at 31 March 2020;
- 2) the investments have been invested in accordance with the Local Government Act, Regulations and Council's policies.

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Vicki Sutton  
Responsible Accounting Officer

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This is page 53 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 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**

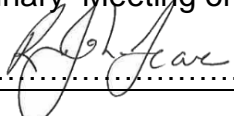
NIL

## **ATTACHMENTS**

NIL

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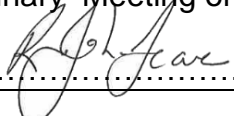
This is page 54 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.


.....General Manager

.....Mayor

<b>STATEMENT OF BANK BALANCES</b>	<b>2019-20</b>	<b>2018-19</b>
	<b>Consolidated</b>	<b>Consolidated</b>
<b>CASH AT BANK 28 FEBRUARY 2020</b>	<b>978,496.03</b>	<b>8,686,235.97</b>
ADD - Receipts - 31 March 2020	626,213.72	241,004.78
ADD - Receipts - Bendigo Bank	1,788,886.59	570,606.96
ADD - Cancelled	924.00	8,890.00
ADD - Adjustments	0.00	0.00
LESS - Cheques	-4,111.95	-27,345.96
LESS - EFT - Autopay	-2,424,757.26	-1,966,966.78
LESS - Payroll	-324,844.19	-351,367.70
LESS - Interbank Transfers	-22,967.32	-64,573.89
LESS - Bank Charges	-1,908.95	-2,401.45
LESS - Loan Repayments	-7,360.10	-14,645.57
LESS - Investments	0.00	-3428672.47
LESS - Emergency Services Levy	-88,405.52	-71004.27
LESS - Visa Card Pymt	0.00	-3,421.50
LESS - Fuel Card	-853.61	-490.82
LESS - Photocopy Rental	-329.58	-1,249.60
<b>CASH AT BANK 31 MARCH 2020</b>	<b>518,981.86</b>	<b>3,574,597.70</b>
<b>CASH AT BANK 31 MARCH 2020</b>	199,571.98	192,636.87
Bank Statements - Bendigo Bank	321,858.83	3,420,887.98
PLUS Outstanding Deposits	0.00	0.00
LESS Unpresented Cheques	-2,448.95	-25,974.30
LESS Outstanding Autopay	0.00	-12,952.85
LESS Reverse Autopay	0.00	0.00
<b>CASH AT BANK 31 MARCH 2020</b>	<b>518,981.86</b>	<b>3,574,597.70</b>
Add Investments	26,568,187.43	27,488,014.98
<b>Total Cash and Investments</b>	<b>27,087,169.29</b>	<b>31,062,612.68</b>
<b>Represented by:-</b>		
Trust Account	158,690.07	203,211.66
Water Fund	2,334,001.94	2,520,772.39
Sewer Fund	4,119,398.21	3,926,421.38
Domestic Waste Management	73,804.00	73,804.00
Unexpended Grant Funds	1,449,713.49	2,546,041.22
Plant Reserve	1,694,605.00	1,608,792.00
Employee Leave Entitlement Reserve	1,468,000.00	1,466,868.00
Infrastructure Reserve	3,142,936.00	3,063,581.15
Residential Housing Reserve	0.00	0.00
Contributions Levy Reserve	440,720.00	
New Council Implementation Fund	727,425.68	2,433,525.98
Stronger Communities Fund	10,618,349.99	12,587,001.15
General Fund	<b>859,524.91</b>	<b>632,593.75</b>

This is page 55 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

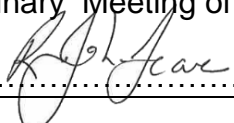
 General Manager

 Mayor

<b>SCHEDULE OF INVESTMENTS</b>				
<b>31 MARCH 2020</b>				
<b>Institution</b>	<b>Amount</b>	<b>Rate</b>	<b>Matures</b>	<b>NO.</b>
IMB Ltd	507,201.47	1.55%	08-Apr-20	21/20
St George	508,150.71	1.58%	11-Apr-20	20/20
IMB Ltd	504,648.42	1.55%	16-Apr-20	22/20
NAB	908,197.03	1.20%	28-Apr-20	18/20
St George	503,826.71	1.56%	03-May-20	24/20
Bendigo	1,057,655.89	1.45%	22-May-20	25/20
SUNCORP	1,059,171.79	1.50%	02-Jun-20	23/20
IMB Ltd	1,003,991.78	1.25%	09-Jun-20	26/20
NAB	505,903.40	1.47%	14-Jun-20	27/20
ANZ-Les Wallis	45,762.64	1.00%	25-Jun-20	28/20
IMB Ltd	606,702.45	1.55%	06-May-20	20
IMB Ltd	300,000.00	1.55%	12-May-20	21
IMB Ltd	300,000.00	1.55%	09-Apr-20	24
Bendigo	605,795.28	1.45%	10-Jun-20	26
Bendigo	804,418.63	1.55%	09-Jun-20	28
ANZ	1,113,420.20	1.50%	06-Apr-20	29
ANZ	815,710.49	1.03%	22-Jul-20	30
Bendigo	300,000.00	1.20%	16-Jun-20	35
IMB Ltd	400,000.00	1.50%	23-Apr-20	36
Bendigo	3,925,399.65	1.30%	16-Apr-20	38
ANZ	809,088.19	1.40%	23-May-20	39
Bendigo	2,300,000.00	1.50%	16-Aug-20	40
Bendigo	1,719,408.76	1.45%	16-Apr-20	42
IMB Ltd	500,000.00	1.50%	27-May-20	44
Bendigo	5,463,733.94	1.30%	16-Apr-20	45
<b>Total Investments</b>	<b>26,568,187.43</b>			
Average Interest Rates	2017/18	2.17%		
Average Interest Rates	2018/19	2.40%		
Average Interest Rates	2019/20	1.42%		

<b>PERCENTAGE OF FUNDS HELD</b>		
SUNCORP	1,059,171.79	3.99%
ANZ	2,783,981.52	10.48%
Bendigo	16,176,412.15	60.89%
IMB Ltd	4,122,544.12	15.52%
NAB	1,414,100.43	5.32%
St George	1,011,977.42	3.81%
<b>TOTAL</b>	<b>26,568,187.43</b>	<b>100%</b>

This is page 56 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

 General Manager

 Mayor



**ITEM NO. 11 – RATES AND ANNUAL CHARGES COLLECTION REPORT –  
31 MARCH 2020**

Council Meeting:	28 April 2020
Report Date:	14 April 2020
Author:	Finance Manager
File :	SC165
Approval:	General Manager

**EXECUTIVE SUMMARY**

This report provides an update on rates and annual charges collection, showing totals for the initial levy, rebates applied, interest and legal costs incurred and total outstanding as at 31 March 2020.

**RECOMMENDATION**

That the contents of the Rates and Annual Charges Collection Report at 31 March 2020 be noted.

**BACKGROUND**

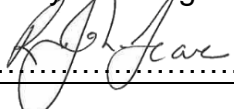
	<b>Total</b>
<b>Amended arrears brought forward</b>	<b>\$407,817</b>
2019-2020 Levy	\$5,933,656
Less Pensioner Rebates	\$(103,083)
Interest raised to 31/03/2020	\$ 23,114
Debt Recovery costs to 31/03/2020	\$ 2,094
<b>Rates &amp; Charges to 31/03/2020</b>	<b>\$ 6,263,598</b>
Amount Collected to 31/03/2020	\$ (4,763,217)
<b>Total Outstanding (to 31/03/2020)</b>	<b>\$1,500,381</b>

**OFFICER COMMENT**

The percentage of rates and annual charges collected as at 31 March 2020 equates to 76%.

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This is page 57 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## **SUSTAINABILITY**

NIL

## **STATUTORY COMPLIANCE/POLICY**

- Local Government Act 1993;
- Local Government (General) Regulation 2005;
- Murrumbidgee Council Rates & Charges Hardship Policy

## **INTEGRATED PLANS**

### Community Strategic Plan

5.1 Transparent Leadership, Sustainability, Accountability and Community Representation:

5.1.1 Provide leadership through ethical accountable and legislative decision making processes.

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

Rates Officers

## **OPTIONS**

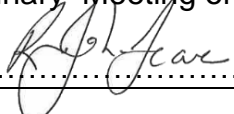
NIL

## **ATTACHMENTS**

NIL

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This is page 58 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## ITEM NO. 12 – LOAN BORROWINGS AS AT 31 MARCH 2020

Council Meeting:	28 April 2020
Report Date:	12 April 2020
Author:	Finance Manager
File #:	SC214
Approval:	General Manager

### EXECUTIVE SUMMARY

Information regarding the position of loan borrowings is provided for Council's information.

### RECOMMENDATION

**That the information contained in the Loan Borrowings Report be noted.**

### BACKGROUND

Loan No	Original Amount	Purpose	Outstanding At 31/03/20	Interest Rate	Repayment Per Annum	Maturity Date
162	\$295,000	Streetscape/ Cenotaph	\$ 50,718.81	7.922%	\$43,015.96	27.5.2021
Internal Loan	\$250,000	Real Estate Development	\$100,001.00	Variable	\$25,000.00 plus interest	1.4.2024

The above shows outstanding loan balances at 31 March 2020 of \$150,719.81, including internal loan from the Sewer Fund of \$100,001.00.

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

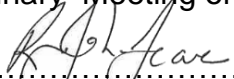
### OFFICER COMMENT


Loan number 162 is a loan sourced by the previous Jerilderie Shire Council, being a fixed term, 10 year loan, for the purpose of partially funding the capital improvements to the streetscape of Jerilderie Street, from Bolton Street to Memorial Park.

The internal loan was sourced from Sewer Funds for the purpose of partially funding the development of Wunnamurra Estate Stage 2. This loan was approved by the Minister for Local Government in pursuance of Section 410(3) and 410(4) of the Local Government Act 1993.

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This is page 59 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 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).

## **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**

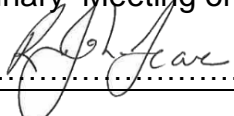
NIL

## **ATTACHMENTS**

NIL

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This is page 60 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## ITEM NO. 13 – STRONGER COMMUNITIES FUND – MARCH 2020

Council Meeting:	28 April 2020
Report Date:	12 April 2020
Author:	Finance Manager
File #:	SC137
Approval:	General Manager

### EXECUTIVE SUMMARY

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

Under the terms of the funding deed, Council provided for grants in the amount of \$1,414,822 to local community organisations.

Council has also determined a further \$13,763,934 for the major projects component of the Stronger Communities Fund.

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

### RECOMMENDATION

**That the information contained in the Stronger Communities Fund, March 2020 Report be noted.**

### BACKGROUND

As at 31 March 2020, of the 55 community grants projects provided for, 53 are now complete, with some minor works still to be undertaken on one project. The Jerilderie Pre - School project has been deferred, with funding to be included with construction and fit out of the anticipated Long Day Care & Pre School funded from both this fund and Stronger Country Communities Grants.

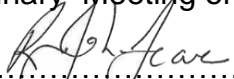
Of the 37 major projects determined, 15 projects have been completed with one project to have additional works undertaken. Further, the Coleambally Junior Change Room project has been completed with partial funding obtained from the Stronger Country Communities Fund.


Construction has been commenced on the following projects:

- Yamma Hall toilets and kitchen upgrade
- Jerilderie Swimming Pool
- Waddi demolition and cultural gardens

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This is page 61 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

  
.....General Manager

  
.....Mayor

- Waddi cultural centre building
- Darlington Point Lions Park Display and Amenities

The Darlington Point Shire Hall project is awaiting finalisation of work schedules for upgrade works to be undertaken.

The Darlington Point Caravan Park project has commenced with the purchase of assets from the former lessee. A management plan now needs to be undertaken.

A request for tender has been advertised for the Coleambally Sports Precinct upgrading works, with the tender expected to be determined at Council's June meeting.

Council has entered into an agreement with Public Works Advisory to commence the Integrated Water Cycle Management Plan. This Plan has been partially funded from the Safe & Secure Water Grant, with the remaining funds to be provided from the Stronger Communities Fund.

The completion of this Plan will then allow for further planning and upgrade works to be fully determined for Council's water supply operations.

The Coleambally streetscape project is awaiting finalisation of masterplans, with the Coleambally Hall upgrade still at design stage.

Bencubbin Avenue rehabilitation is due to be commenced in the near future, as is the Darlington Point Boat Ramp.

The Coleambally water treatment upgrade is still to be assessed.

#### **OFFICER COMMENT**

Council have provided for projects totalling \$15,178,756 to date from this program. An amount of \$14,365,000 has been provided in grant funding, with a further amount of \$786,570 in interest being received. Whilst there is currently an amount of \$27,186 shortfall in the program, this is expected to be met from further interest on the unexpended grant and some possible project savings.

#### **SUSTAINABILITY**

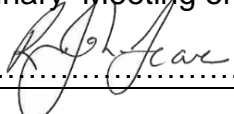
N/A


#### **STATUTORY COMPLIANCE/POLICY**

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

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This is page 62 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## **FINANCIAL**

Council has reinvested an amount of \$786,570 in interest on the unexpended grant funds to the funding pool, leaving an amount of \$27,186 currently unfunded.

## **INTEGRATED PLANS**

Amendment to overall project costing is required within the Operational Plan and Delivery Programmes for current and future years, based upon anticipated completion dates of projects.

## **CONSULTATION / ENGAGEMENT**

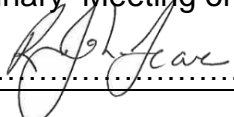
Management team, Council and the community.

## **ATTACHMENTS**

Attachment # 8: Stronger Communities Fund Grant Information at 31 March 2020.

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This is page 63 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

**ITEM NO. 14 – NEW COUNCIL IMPLEMENTATION FUND – MARCH 2020**

Council Meeting:	28 April 2020
Report Date:	12 April 2020
Author:	Finance Manager
File #:	SC59
Approval:	General Manager

**EXECUTIVE SUMMARY**

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

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

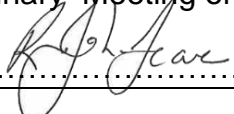
**RECOMMENDATION**

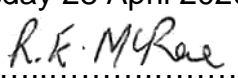
**That the contents of the New Council Implementation Fund Report be noted.**

**BACKGROUND**

	<b>Amended Budget</b>	<b>Expenditure March 2020</b>
PMO Staffing	\$1,400,000	\$1,600,091
Asset Management	\$330,000	\$336,300
Communications/Webpage	\$74,500	\$67,254
Information Technology	\$1,800,000	\$1,631,672
Policy Development	\$31,000	\$30,522
Human Resources (staff training and accommodation)	\$265,000	\$304,476
Marketing and Branding	\$92,500	\$92,440
Service Reviews	\$180,000	\$126,672
Signage/Uniforms/Rebranding	\$127,000	\$120,871
SCF Grant Administration	\$50,500	\$50,335
Miscellaneous	\$265,000	\$247,948
GIS Conversion Project	\$80,000	\$31,585
Integrated Telephone System	\$60,000	\$61,058
Local Representation Committee Allowances (2016/17)	\$124,500	124,118
Provision for adjustment to new Salary System during 2018/19	\$120,000	\$335,971
Provision of funding for telephone tower at Bundure	\$425,000	\$12,323
Integrate & update LEP and DCP's	\$350,000	\$27,500
Provision of Integrated Risk Management Systems	\$150,000	
Provision of project readiness-design briefs & estimates	\$300,000	\$296,438
<b>TOTAL</b>	<b>6,225,000</b>	<b>\$5,497,574</b>

This is page 64 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

 General Manager

 Mayor



## **OFFICER COMMENT**

The PMO staffing figure should now be finalised, with the Human Resource Officer position now being funded by Council as of 1 July 2019.

Information Technology will continue to be implemented over the next 12 - 18 months. Further modules to be included within the Civica Authority V7 System include assets and customer service. Commencement of works for these modules have been delayed, due to the complexity of the pre-implementation requirements and the lack of staff resources to undertake this work at the current time.

The majority of staff have been transferred to the new salary structure, with a small number of staff adjustments still to be finalised.

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

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

## **FINANCIAL**

As listed.

## **INTEGRATED PLANS**

Amendment to overall project costing is required within the Operational Plan and Delivery Programmes for current and future years, based upon anticipated completion dates of projects.

## **OPTIONS**

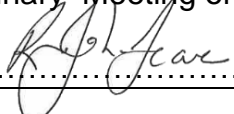
N/A


## **ATTACHMENTS**

NIL

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This is page 65 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## ITEM NO. 15 – 2019/20 DELIVERY PROGRAM REVIEW

Council Meeting:	28 April 2020
Report Date:	20 April 2020
Author:	Manager Corporate & Community Services
File #:	CS241
Approval:	General Manager

### EXECUTIVE SUMMARY

A Council must have a Delivery Program, detailing the principal activities it will undertake to achieve the objectives established in the Community Strategic Plan, within the resources available under the Resourcing Strategy.

The General Manager must ensure that progress reports are provided to the Council, with respect to the principal activities detailed in the Delivery Program, at least every 6 months. This progress report is up to 31 December, 2019.

### RECOMMENDATION

**That the information contained in the Delivery Program Review Report to 31 December, 2019, be noted.**

### BACKGROUND

Following is a summary of the requirements of section 404 of the Local Government Act:

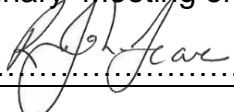
- A Council must have a Delivery Program, detailing the principal activities it will undertake to achieve the objectives established in the Community Strategic Plan, within the resources available under the Resourcing Strategy.
- The Delivery Program must include a method of assessment to determine the effectiveness of each principal activity detailed in the Delivery Program in achieving the objectives at which the activity is directed.
- A Council must prepare a new Delivery Program after each ordinary election of Councillors to cover the principal activities of the Council for the 4 year period commencing on 1 July following the election.
- The General Manager must ensure that progress reports are provided to the Council, with respect to the principal activities detailed in the Delivery Program, at least every 6 months.

### OFFICER COMMENT

NIL

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This is page 66 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

Local Government Act – Section 404

## **FINANCIAL**

Activities that were not completed by 30 June, 2019, were carried-over to the 2019/2020 financial year. The quarterly budget review as at 31 December, 2019, will give a more detailed account of these carry-overs and updated budget estimates.

## **INTEGRATED PLANS**

- Murrumbidgee Council Community Strategic Plan
- Murrumbidgee Council Resourcing Strategy
- Murrumbidgee Council Operational Plan

## **RISK MANAGEMENT**

N/A

## **CONSULTATION / ENGAGEMENT**

Accountable Officers for each action included in the Delivery Program.

## **OPTIONS**

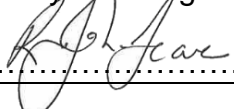
N/A

## **ATTACHMENTS**

Attachment # 9: Progress Report on Delivery Program to 31 December, 2019.

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This is page 67 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

**ITEM NO. 16 – FINANCE MANAGER’S REPORT – MARCH 2020**

Council Meeting:	28 April 2020
Report Date:	15 April 2020
Author:	Finance Manager
File #:	SC218
Approval:	General Manager

**EXECUTIVE SUMMARY**

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

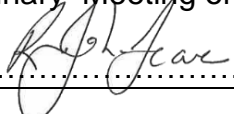
**RECOMMENDATION**

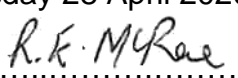
**The information contained in the Finance Manager’s Report be noted.**

**BACKGROUND**

<b>Description</b>	<b>Action</b>
Meetings	2 x Management Group 1 x Auditors
Preparation of reports for Business Paper	Monthly Cash & Investments Manager Report
Preparation of financial data	Monthly grant expenditure reviews Transport for NSW monthly grant expenditure report
Data migration	Work with external auditors and NSW Audit Office to provide additional verification data for data migration
Financial Statements	Continue verification as per requests from NSW Audit Office. Provide responses for Management Letter.
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
Training and Seminars	Attend annual FBT training seminar
Annual Leave/Self Isolation	3 weeks

This is page 68 of 99 of the General Manager’s Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

**INTEGRATED PLANS**

Strategy 5.1 – Transparent leadership, sustainability, accountability and community representation

**OPTIONS**

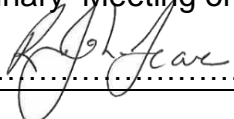
N/A

**ATTACHMENTS**

NIL

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This is page 69 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

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**ITEM NO. 17 – MANAGER PLANNING & ENVIRONMENT– MONTHLY REPORT**

Council Meeting:	24 April 2020
Report Date:	14 April 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.

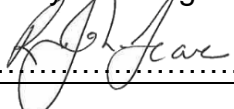
**RECOMMENDATION**

The information contained in the Manager Planning & Environment Monthly Report be noted.

**OFFICER COMMENT**

Description	Comment
<b>Period from 17 March to 24 April 2020</b>	
Work related travel (app)	1500 km (up to 14/4)
Meetings (Management)	2 x Management Group 2 x P & E Team
Meetings ( Other)	1 x webinar (Planning and Assessment during COVID)
Inspections	5 Development, 1 building, 1 drainage, 1 tree removal, 1 waste
Training & Professional Development	Nil
Complaints	1 x development 4 x Unapproved structures and development impacts and conditions
Consultant engagement	BEST and Parisplan ongoing liaison Habitat Planning LSPS and Land Use Study
Preparation of reports for Business Paper	1
Telephone advice and feedback	Peter Ware (Coleambally Lake) Altina (terms of approval) Clearing requirements
Report Reviews	Steven Parisotto (PoM),

This is page 70 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

 General Manager

 Mayor

Coleambally Lake	Discussion with Peter Ware and awaiting site visit
Administration and Management	Refinement of various development checklists, e-planning, website notations.
Complaints	3 x food handling, development issues, trade waste from vehicle washdown
Kangaroo Culling	Further communications re site inspections and to organise National Parks & Wildlife Service permit
Follow Up	Preliminary Hazard Assessment Land purchase commitments Site subdivision Crown roads
Assessment and Approvals	3
Correspondence	Several development applications, fees, plans, traffic information, stormwater drainage, moveable dwellings, complaint, additional rural road closure information

## **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**

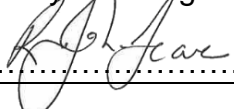
N/A


## **CONSULTATION / ENGAGEMENT**

As detailed in report

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This is page 71 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

**OPTIONS**

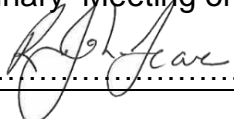
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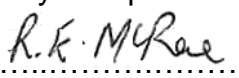
**ATTACHMENTS**

NIL

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This is page 72 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

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**ITEM NO. 18 - MANAGER CORPORATE & COMMUNITY SERVICES – MONTHLY REPORT**

Council Meeting:	28 April 2020
Report Date:	20 April 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.

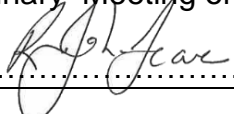
**RECOMMENDATION**

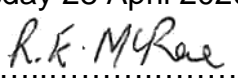
**The information contained in the Manager, Corporate & Community Services Monthly Report be noted.**

**OFFICER COMMENT**

Description	Comment
Meetings	Management Group Meetings via videolink
Training	Women In Leadership Online Training
Preparation of Reports for Business Paper	Monthly Report
	Delivery Program Progress Report
Preparation of Data	Working with Veritech to organise staff to be able to work from home during current conditions.
	Revised Milestone Report and Expenditure Certificate for 2018-19-FM-0044 Darlington Point Floodplain Risk Management Study and Plan.
	MIA District Rural Fire Service Information
	Commonwealth Home Support Program Deed of Variation
	Roads to Recovery Quarterly Report
	Student Scholarship - advising successful and unsuccessful applicants, arranging payment of scholarships.
Community Services	Home Modifications – March \$18,395.93
	Home Maintenance – March (20 jobs) \$1,452.00

This is page 73 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

 General Manager

 Mayor

	Community Transport – Weekly bus to Griffith has been put on hold.
	Community Transport Bus – Wagga trips have been put on hold.
	Meals on Wheels – no centre-based meals, home deliveries to clients – increase in number of frozen meals delivered.
	Respite Groups – Weekly functions have been put on hold. Coordinators have developed a craft program for clients that can be done at home.
Library	Although the library is closed, the librarians have been placing orders on-line, returning items, cataloguing, tagged Bolt exhibition etc. Also compiling a list for home deliveries on each Wednesday and Friday.
Drought Support Officer	Information as below

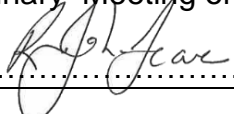
### Drought Support Officer Report

Since my last report there have been big changes to our day to day life and work. Moving into self- isolation my role has been challenging, trying to think outside the box to organise events. The enhanced isolation and decreased socialisation means many people need Mental Health information/assistance. I am open to guidance where you would like to see my role moving forward as I don't see the Coronavirus restrictions being lifted any time soon for group gatherings. I have been tidying up all my administration in preparation for the finalisation of the grant on 30 June 2020.

- I have been collating a folder with all the events, associated expenses, original invoices, proof of advertising and attendance numbers so when it is time to finalise the grant all information required from my events are available. I received an email this week regarding the independent audit of the grant and spreadsheets that are required to be completed by the auditors.
- I have been trying to keep people informed with what is available to them during this time re: energy rebates etc. Any financial assistance should be explored as everyone is being affected in some way.
- An Expression of Interest card has been made to email, placed on all Council media outlets for the "Budgeting Masterclass" Online sessions. I have been speaking to Carmen Quade of Agrifocused who will deliver these workshops, we have discussed a date late in May 2020. Carmen uses various platforms through her work at Charles Sturt University in Wagga Wagga to present sessions, so we are confident we can be successful delivering to interested parties. I feel to make it beneficial and worthwhile we will set a minimum of 10 attending.

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This is page 74 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

- I will also be speaking to AGDATA Aust. regarding Phoenix accounting package training - particularly focusing on Single Touch Payroll (the need for this training was brought to my attention by the Rural Financial Counsellor). They were going to be in our area during May, however Agdata is travel restricted (they are located in Queensland) but I will try to organise a Zoom conference if they offer such an experience. I will be looking at it in the coming weeks.
- I have been assisting various organisations with their grant writing – at the moment there are so many options available that it really is important the correct grant is chosen for what the organisation actually needs or the event they are trying to develop. I help them formulate their written responses and make sure the required guidelines are met. I do not fill the forms out for them so they learn the process.
- I had been in talks with Active Farmers regarding a guest speaker to present at their final morning. Due to Coronavirus this event has been postponed.
- Art in the Park at Darlington Point is still in the works but again seeing what comes of Coronavirus restrictions. Delayed until allowed to meet in a crowd outside.
- Alan from Solutions4All Building Better Regions has been working with us to develop a program to visit schools and our community. Alan visited prior to shutdown at our Coleambally office and we discussed options re: holding Career open days/Expo in each community for the schools. Again on hold until further notice.

I am trying to look at ways to keep these events going, to keep Mental Health assistance available, also socialisation and learning.

## **SUSTAINABILITY**

N/A

## **STATUTORY COMPLIANCE/POLICY**

N/A

## **FINANCIAL**

N/A

## **INTEGRATED PLANS**

Theme 5: Our Leadership – Looking to our Future

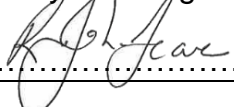
5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation


## **RISK MANAGEMENT**

N/A

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This is page 75 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

**CONSULTATION / ENGAGEMENT**

As detailed in report.

**OPTION**

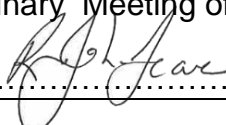
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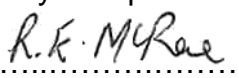
**ATTACHMENTS**

NIL

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This is page 76 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

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**ITEM NO. 19 – MANAGER, ECONOMIC & TOURISM DEVELOPMENT – MONTHLY REPORT**

Council Meeting:	28 April 2020
Report Date:	20 April 2020
Author:	Manager, Economic & Tourism Development
File #:	SC218
Approval:	General Manager

**EXECUTIVE SUMMARY**

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

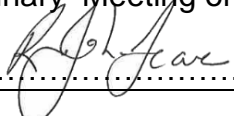

**RECOMMENDATION**

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

**OFFICER COMMENT**

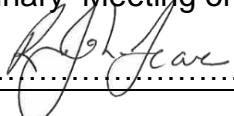
Description	Comment
<b>Economic Development</b>	
METAG	No action
Regional Development Australia – Riverina	Received proposal for local Governments involvement on the Country Change 2020-2021 program (see attachment) to encourage people to relocate to the Riverina. Officer will be focusing on ‘New Resident Guide’ for each town for 2020-2021 with aim to join the program in 2021-2022.
Regional Development Australia – Murray	No action
Business Murrumbidgee	<ul style="list-style-type: none"> <li>• Liaison with Business Solutions Executive, from Murray-Riverina NSW Business Chamber in relation to set up of Murrumbidgee Chamber of Commerce (Business Murrumbidgee).</li> <li>• Liaison with President, Coleambally Chamber of Commerce</li> </ul>
<b>Tourism</b>	
Destination New South Wales	Updating of tourism listing through the Australia Tourism Data Warehouse. Liaising with DNSW to have Darlington Point listed as own destination on the Visit NSW website.

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

Destination Riverina Murray	Have launched an industry support campaign called We've Got The Goods (see attached). The campaign is designed to focus on local businesses and give them a hand to promote and share the ways they are adapting to doing business, with the hope that they can continue trading and emerge on the other side when we are going to need them the most.
Thrive Riverina	Thrive Riverina has temporarily ceased the events and product newsletters in light of the COVID-19 pandemic. Thrive Riverina's strategy will focus on the Riverina's role as a major food bowl of Australia, and the wide variety of local produce available both to residents in the region and through delivery to other areas. No Murrumbidgee Council products featured in the April "Inside the Riverina" newsletter and Thrive Riverina apologise for the error.
Newell Highway Promotions Committee	No action
Kidman Way Promotions Committee	Teleconference 2 April To have a Strategic Planning workshop next meeting (June).
Ned Kelly Touring Route	Actions from teleconference meeting on 23 March 2020: <ul style="list-style-type: none"> <li>• To reprint the brochure (with updates) 60,000 copies in 128gsm for the cost of \$10,600 incl GST and some redesign – Kellie to raise a purchase order, Libby to arrange.</li> <li>• Libby to update the MOU to include Mitchell Shire, and send around for comment</li> <li>• Mitchell Shire to contribute \$1500 incl GST to become part of the Touring Route committee</li> <li>• Everyone to provide updates to website – if any. Janine to organise with web host or arrange logins.</li> </ul> Logo and contact details have been provided for updated brochure.
Murrumbidgee Trails Visitor Guide	Joint Visitor Guide and Destination Marketing project to be undertaken in collaboration with Narrandera, Leeton and Lockhart Shire Councils.  Teleconference 30 March (see attached minutes) Teleconference 6 April Teleconference 20 April (see attached minutes)
Other	Assistance for Darlington Point Solar Farm to provide care packages to vulnerable households during COVID-19 pandemic
Business Liaison	Support for businesses during COVID-19 pandemic e-newsletter distributed to businesses

This is page 78 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

..... General Manager

..... Mayor

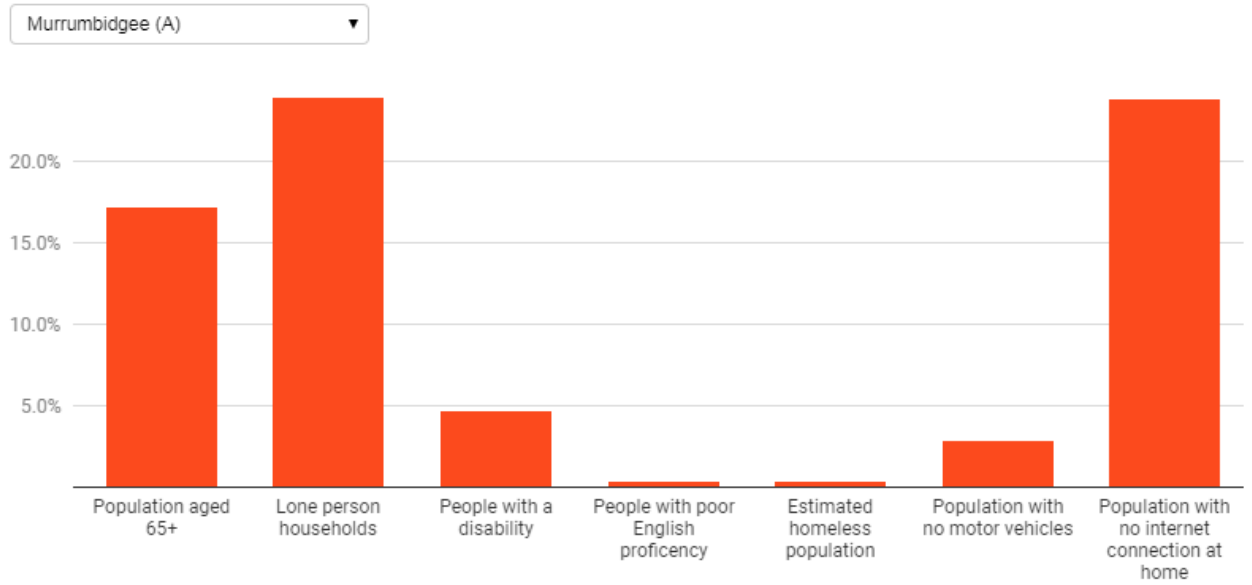
	<p>Support for tourism operators during COVID-19 pandemic e-newsletter distributed 30 March 2020          Contact with local businesses to promote operating hours during COVID-19 disruptions and any delivery details to community.</p>
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**ID Profile**

Latest data for Murrumbidgee Council area includes:

**[ Vulnerable communities assessment ]**

An interactive chart showing some demographic information used in vulnerability analysis. Data is from the 2016 Census, for Australian Local Government areas.



Source: ABS Census of Population and housing, 2016; • [Get the data](#) • Created with [Datawrapper](#)

**SUSTAINABILITY**

N/A

**STATUTORY COMPLIANCE/POLICY**

N/A

**FINANCIAL**

N/A

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This is page 79 of 99 of the General Manager’s Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

*R. J. Fear* ..... General Manager
 *R. K. McRae* ..... Mayor

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## 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

## CONSULTATION / ENGAGEMENT

As detailed in report.

## OPTION

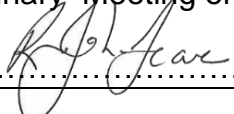
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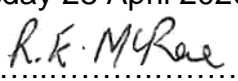
## ATTACHMENTS

- Attachment # 10: Regional Development Australia – Riverina Country Change Prospectus for Local Government
- Attachment # 11: Destination Riverina Murray 'We've Got The Goods' Industry Fact Sheet
- Attachment # 12: Murrumbidgee Trails Visitor Guide Minutes 30 March 2020
- Attachment # 13: Murrumbidgee Trails Visitor Guide Minutes 20 April 2020

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This is page 80 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor



## ITEM NO. 20 – ASSET MANAGER – MONTHLY REPORT

Council Meeting:	28 April 2020
Report Date:	16 April 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.

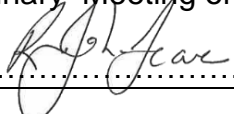
### RECOMMENDATION


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

### OFFICER COMMENT

Description	Comment
Meetings	2 x Management Meetings
	7 x LEMO/ LEOCON COVID19 Meeting
	1 x Murrumbidgee LEMC Meeting
Preparation of Reports for Business Paper	Monthly Report
RMS	Continue development of Council System Management Plan
	2 x RMS Inspections (MR321)
	5 x RMS Inspections (HWY17)
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	Detailing repairs required from identified works further investigation. Attachment to report details proposed works
Assets	Toilet modifications- Jerilderie, Coleambally, Darlington Point
	Central Coree Hall- Replace doors
	Dwelling repairs- Barwidgee Boulevard
	Shire Hall toilet repairs
	Buildings Defect model upgrade
	Signs rural roads
	Jerilderie Doctor Surgery- Lights
	Racecourse Jerilderie- Ladder upgrades

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 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

## **OPTIONS**

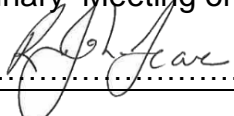
N/A

## **ATTACHMENTS**

Attachment # 14: Darlington Point Shire Hall – Proposed Works

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This is page 82 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

**ITEM NO. 21 – OPERATIONS MANAGER, CONSTRUCTION – MONTHLY REPORT**

Council Meeting: 28 April 2020  
Report Date: 20 April 2020  
Author: Operations Manager - Construction  
File #: SC218  
Approval: General Manager

**EXECUTIVE SUMMARY**

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

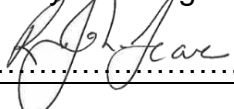
**RECOMMENDATION**

The information contained in the Operations Manager, Construction - Monthly Report be noted.

**OFFICER COMMENT**

Description	Comment
Fixing Country Roads (FCR)	Successfully applied for \$1.1M FCR funding for Channel Nine Road Reconstruction Project – Coleambally.  Previous funding applications were undertaken by an external contractor.  \$1.7M in funding successfully applied for in 2019/20.
Meetings	2 x Management Group
	1 x Gary Harpley regarding Bencubbin Avenue driveways.
	1 x Owen James regarding Downer resealing
	4 x operations meetings
Bencubbin Avenue	Drafted correspondence for residents and business owners on Bencubbin Avenue regarding crossovers.  Design to be updated following feedback from stakeholders. Construction to commence following design update.

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.....General Manager

.....Mayor

Preparation of reports for Business Paper Jerilderie Water Treatment Plant (WTP)	Works in Progress and Monthly Report Liaising with WTA to coordinate \$150k initial refurbishment works.  Stage one of sand filter replacement completed. Final stage of backwash automation to be completed by May 2020.
Resealing	Coordinating \$850k in Regional Roads resealing, line marking and associated works for May 2020 completion. Coordinating \$360k of local roads resealing Council wide to be completed by May 2020.
Resheeting	Coordinating \$620k of resheeting works Council wide to be completed by June 2020.
Roads to Recovery (R2R)	Coordinating \$1M of R2R works Council wide for May 2020 completion.
Capital Delivery	Coordinating \$4M of capital works to be completed by June 2020.
NHVR	11 x permit assessments
Drought Funding	Coordinating \$1M in concreting and fabrication works Council wide for June 2020 completion.

## SUSTAINABILITY

N/A

## STATUTORY COMPLIANCE/POLICY

N/A

## FINANCIAL

N/A

## INTEGRATED PLANS

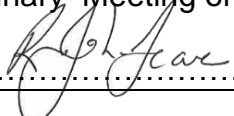
Theme 5: Our Leadership – Looking to our Future


5.1 Demonstrating Transparent Leadership through Sustainability, Accountability and Community Representation

## RISK MANAGEMENT

N/A

This is page 84 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

**CONSULTATION / ENGAGEMENT**

As detailed in report

**OPTION**

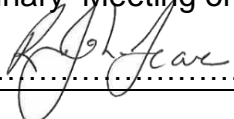
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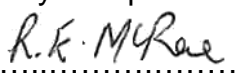
**ATTACHMENTS**

NIL

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This is page 85 of 99 of the General Manager's Reports as submitted to the Ordinary Meeting of Murrumbidgee Council held Tuesday 28 April 2020.

.....General Manager

.....Mayor

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**ITEM NO. 22 – OPERATIONS MANAGER, MAINTENANCE – MONTHLY REPORT**

Council Meeting:	28 April 2020
Report Date:	20 April 2020
Author:	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.

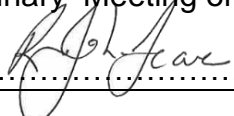

**RECOMMENDATION**

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

**OFFICER COMMENT**

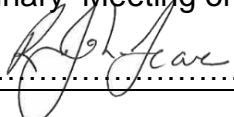
Description	Comment
Meetings	2 x Management Group
Council Meeting and Reports	Preparation of reports for Council Business Paper
Council Maintenance Works	Managing and scheduling maintenance works including: <ul style="list-style-type: none"> <li>• Maintenance grading</li> <li>• Town Maintenance</li> <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 collating data for them to start on the proposal. This data includes network drawings, historic water quality data, water usage data, sewer treatment plant drawings and previous water management plans.

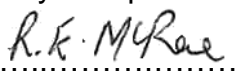
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.......... General Manager                      .......... Mayor

Hydrant Inspections	Inspections in Coleambally complete. Flow tests in Jerilderie conducted. Inspections of the hydrants in Jerilderie and Darlington Point ongoing with 150+ hydrants in each town.
Darlington Point Cemetery	Kerb, gutter and internal road complete. Working on plinth details.
Coleambally Depot Redevelopment	Architect has produced a concept plan. Engineers are preparing construction documentation.
Darlington Point Boat Ramp	Comdain Infrastructure have commenced works on site. The vegetation from the site has been cleared, with trees removed. Comdain have started to establish their site compound and install site boundaries. Earth works have started on site.
Carrington Street – Parking and Drainage	Survey has been completed on Carrington Street (Kidman Way) drainage options from DeMamiel Street through to Boyd Street. Consultation with Transport NSW to be conducted.
RMS Heavy Patching and Shoulder Grading	RMS heavy patching is currently ongoing and ensuring compliance with the RMS requirements. Correct plant and materials made available. Correct traffic control, site audits and tool box talks. Additional patches have been ordered by RMS, increasing the length of this program.
Resheeting Program	Resheeting programme ongoing, with trucks carting material and plant being allocated to complete works.
Various Public Requests/Complaints	Dealing with and responding to various enquiries, complaints and requests from the public.
Gravel Pit Rehabilitation Plans	NGH Environmental Consultants have prepared rehabilitation plans for each gravel pit on Crown Land. The Department of Crown Lands has reviewed and made comment on the rehabilitation plans. NGH are now finalising the plans based on the feedback from Crown Lands.
Darlington Point Lion's Park – Amenities Building and Display	Working with the contractor to locate services and provide access to landfill when required.

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Darlington Point Football Ground Change Rooms	Working with the contractor to locate services and provide access to landfill when required.
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

**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**

NIL



**ITEM NO. 23 – DEVELOPMENT APPLICATIONS APPROVED UNDER DELEGATION, MARCH 2020**

Council Meeting:	28 April 2020
Report Date:	8 April 2020
Author:	Manager, Planning & Environment
File #:	SC210
Approval:	General Manager

**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 Report, March 2020, be noted.

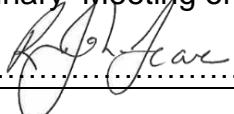
**BACKGROUND**

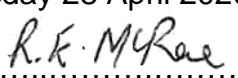
DA/CDC No.	Property Location	Description	Value	Determination Date
DA11-2020	Lot 1 DP 724046 48 Coreen Street Jerilderie	Demolition of Dwelling	\$53,519	19/3/20
DACC12-2020	Lot 42 DP 750908 98 Boondilla Road Darlington Point	Ground Mounted 100kW Solar System	\$110,000	5/3/20
DA1-2020	Lots 1-3 DP 120110 and Lot 1 DP 393315 172 Raithby Lane Jerilderie 2716	Intensive Livestock Agriculture (beef cattle feedlot)	\$3,386,000	24/3/20
DA7-2020	Lot 80 DP 750872 4550 Kidman Way Coleambally	Fodder Storage Shed	\$138,105	24/3/20
DA8-2020	Lot 1 DP 348408 & Lot 1 DP 342421 51 Jerilderie Street Jerilderie	Demolition of structures and removal of tree	\$4,500	26/3/20
DA9-2020	Lot 53 DP 252736 25 White Street Darlington Point	Dwelling – Single Residence	\$315,252	12/3/20
DA14-2020	Lot 6 DP 253708 & Lot 62 DP 1243453 8 and 10 Brooks Crescent Darlington Point	Boundary Adjustment	\$10,000	19/3/20
DA43-17/18	Lot 1 DP 867699 14432 Sturt Highway Darlington Point	Interpretive Education and Conference Centre – Altina Wildlife Park	\$1,500,000	25/3/20

**ATTACHMENTS**

NIL

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**ITEM NO. 24 - BIOSECURITY / SALEYARDS / TRUCKWASH / STOCK CONTROL**

Council Meeting:	28 April 2020
Report Date:	9 April 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***

- Treated local road shoulders in southern area.
- Treated all regional road shoulders and completed MR321.
- Treated depots and stockpile sites.
- Treated Cemetery.
- Treated spiny burr sites.
- Working with Steve Goodsall and Natasha (LLS) on WAP (weed action plan) 2020/2025 activities and funding.
- Property inspection (visual) high-risk pathways and sites ongoing.
- Other pest plants treated including sweet briar liquorice etc.
- African Boxthorns treated along local roads.

***Truck Wash***

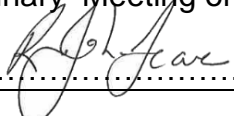
- No issues


***Stock Control***

- Nil

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## **Saleyards**

- Currently locked

## **Coleambally & Darlington Point:**

### **Weeds**

- 2 high risk pathway inspections undertaken.
- 2 local road inspections undertaken.
- 1 red guide post inspection undertaken.
- Silverleaf Nightshade treated on Donald Ross Drive, MR32, Whitton Road, Britts Road and Sturt Highway.
- Weeds treated along Main Canal Road.
- Johnson Grass treated along levee bank at Darlington Point and Sturt Highway.
- Bathurst Burr treated along Whitton Road and Main Canal Road.
- Prickly Pear treated along Hay Road.
- Mesquite mapped and sprayed at Toganmain and Cooinbil.
- Shoulders sprayed along local roads, MR 321, Bencubbin Avenue, Calrose Avenue, Channel 9 Road (part), Hay Road, Main Canal Road, Bull Road, Eulo Road, Martin Bell Road and Anderson Road.
- Sprayed banks at sewer ponds.
- Bio control site inspection at Sturt Highway Birdcage Reserve. Horehound discovered.

### **Stock Control**

- Return of approximately 200 sheep on Kidman Highway / Rosewood Road.

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

## **OPTIONS**

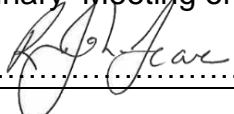
N/A

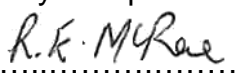
## **ATTACHMENTS**

NIL

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.....General Manager

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**ITEM NO. 25 - WORKS IN PROGRESS 17/03/2019 to 20/04/20**

Council Meeting:	28 April 2020
Report Date:	20 April 2020
Author:	Johann Pereira and William Wade, Operations Managers
File #:	SC218
Approval:	General Manager

**EXECUTIVE SUMMARY**

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

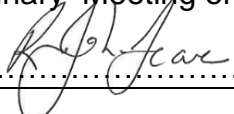
**RECOMMENDATION**


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>				
RR552 – Conargo Road	Guideposts installed			
RR564 – Berrigan Road				
RR323 – Oaklands Road				
RR59 – Urana Road				
RR596 – Morundah Road				
RR356 – Berrigan Oaklands Road	Resealed second coat for 700m x 8m section on Segment 3 which was rehabilitated in 19/20.	N/A	24,634	Regional Roads Block Grant
RR183 – Whitton Road	Tar patching on various segments. Roadside vegetation control. RMS Roadside shoulder grading completed on the below segment: <ul style="list-style-type: none"> <li>Segment 593</li> </ul>			

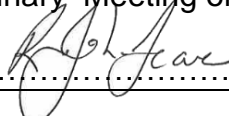

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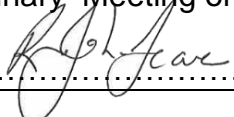
Carrathool Road	Tar patching on various segments. Roadside vegetation control			
<b>MR321 – Kidman Way</b>	Tar patching on various segments. Slashing of roadside vegetation in the below locations: <ul style="list-style-type: none"> <li>• Segment 270,</li> <li>• Segment 290,</li> <li>• Segment 300,</li> <li>• Coleambally intersection</li> <li>• Surrounds of signs in Darlington Point</li> </ul> RMS roadside shoulder grading completed on the below segments: <ul style="list-style-type: none"> <li>• Segment 260</li> <li>• Segment 410</li> <li>• Segment 450</li> <li>• Segment 440</li> </ul>	N/A		TfNSW
<b>H17 – Newell Highway</b>	Rubbish collection Roadside vegetation control at Waddi intersection - slashing Spraying of roadside vegetation			
<b>Local Road Maintenance</b>	Grader Maintenance: <ul style="list-style-type: none"> <li>• Ercildoune Road – 6km</li> <li>• Four Corners Road – 2km</li> <li>• North Coree Road – 13.5km</li> <li>• Liddles Lane – 10km</li> <li>• Wilson Rd – 7km</li> </ul> Shoulder grading on Four Corners Road approximately 8km on both sides Draining of water from rural roads after heavy rains: <ul style="list-style-type: none"> <li>• Morundah Road</li> <li>• Prickly Road</li> <li>• Main Canal Road</li> <li>• Ercildoune Road</li> </ul> Guide post replacement and signs replaced on: <ul style="list-style-type: none"> <li>• Donald Ross Drive</li> <li>• Eulo Road</li> <li>• Main Canal Road</li> <li>• Steele Road</li> <li>• Wallace Road</li> </ul>			

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	<ul style="list-style-type: none"> <li>• Four Corners Road</li> </ul> Roadside vegetation control including slashing: <ul style="list-style-type: none"> <li>• Martin Bell Road</li> <li>• Jimmy Cull Road</li> <li>• Pine Drive</li> <li>• Darlington Point Tip Road</li> </ul>			
	Tar Patching: <ul style="list-style-type: none"> <li>• Channel Nine Road</li> <li>• Main Canal Road</li> <li>• Donald Ross Drive</li> <li>• Darlington Point local town roads</li> <li>• Sealing of heavy patches</li> <li>• Conargo Road area</li> </ul> Coleambally Township area and surrounding roads			
<b>Construction</b>	Britts Road reconstruction 850m length, 5.5m seal width. Works completed.	120,000	94,738 (Final)	Council
	Greens Lane reconstruction, 1700m length, 6m seal width.	220,000	211,505 (Final)	Roads to Recovery
<b>Resheeting</b>	Four Corners Road resheeting road surface 100mm of road surface for 4.2km	115,000	107,909 (Final)	Council
<b>Town Streets</b>	<b>Darlington Point:</b> Roadside vegetation control throughout town. Tar patching throughout town streets. Streets and bridges swept by street sweeping truck.			
<b>Resealing Programme</b>	Eulo Rd, Coleambally. 1.03km length, 7.6m width	30,000	27,396 (Final)	Council
	Greens Lane, Jerilderie. 1.9km length, 6m width.	40,000	TBC	Roads to Recovery
	Harris Lane Jerilderie. 4.02km length, 5.5m width.	75,000	45,609 (Final)	Council
	Jimmy Cull Road, Coleambally. 2.37km length, 7m width.	60,000	53,393 (Final)	Roads to Recovery
	Logie Brae Road, Jerilderie. 2.3km length, 5.5m width.	45,000	32,209 (Final)	Council

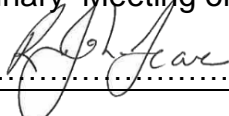
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	Wilson Road, Jerilderie. 4km length, 6m width.	85,000	88,956 (Final)	Council
	Willows Road, Jerilderie. 4.2km length, 6m width.	88,000	90,512 (Final)	Council
<b>Town Maintenance</b>	<p><b>Darlington Point</b></p> <p>Vegetation control on asset protection zones around town.</p> <p>Fire breaks around town slashed.</p> <p>Garden beds in road medians cleared up and maintained.</p> <p>Spraying around town streets on ATV along all gutters.</p> <p>Tar patching on all town streets</p> <p>Hourly cleaning of public toilets has been carried out as required for COVID19 restrictions.</p>			
	<p><b>Coleambally</b></p> <p>Vegetation control on asset protection zones around Coleambally.</p> <p>Slashing of vegetation at town entrance.</p> <p>Spraying around town for weeds, focusing on walkways.</p> <p>Hourly cleaning of public toilets has been carried out as required for COVID19 restrictions.</p>			
	<p><b>Jerilderie</b></p> <p>Spraying around town for weeds on ATV along all streets.</p> <p>Hourly cleaning of public toilets has been carried out as required for COVID19 restrictions.</p> <p>Drainage works, McDougall St Jerilderie.</p>			
<b>Parks and Gardens</b>	<p>Parks and gardens maintained throughout Jerilderie, Coleambally and Darlington Point.</p> <p>Additional staff and resources were directed to parks and gardens after the recent heavy rainfall.</p>			

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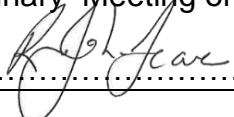
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<b>Water &amp; Sewerage</b>	<b>Darlington Point</b> Sewer pump station blockage at McAlister Street pump station. Pump removed to be repaired  A 90° bend was replaced on the main at the base of the water tower. Water supply to the town was interrupted for under an hour while these works were carried out.  A water leak was repaired on DeMamiel Street in front of the Darlington Point Sports Club			
	<b>Coleambally</b> Slashing of vegetation around the Coleambally Sewer Treatment Works.			
	<b>Jerilderie</b> Nowranie Street reservoir works.  Nowranie Street and Mahonga Street water service fix.  Mahonga Street and Coreen Street filtered water mains fix.  Outfall drain works near BP.  Sewer connection, Coonong St.			
	<b>Bore Coverage:</b> Coverage of bores within the Council: Darlington Point: Bore No 1: 27m coverage while idle, 21m coverage while running Bore No 2: 27m coverage while idle, 22m coverage while running Coleambally Bore No 1: 20m cover while idle, 16m coverage while running Bore No 3: 31m while idle, 23m coverage while running			

<b>Concreting</b>	Construction of 500m footpath on Sandpiper Street, Coleambally. Jason Wharton.	82,500	81,780 (Final)	Drought Funding
	Construction of 140m footpath on Mahonga Street, Jerilderie. Jason Wharton.	28,000	TBC	Drought Funding

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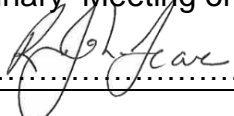
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	Construction of 115m footpath on Betts Street, following on from Mahonga Street, Jerilderie. Jason Wharton.	23,000	TBC	Drought Funding
<b>Fabricating</b>	CWA Park, Darlington Point – Steve Fattore engaged to fabricate shade structure over swings, playgrounds and replace picnic table. Shade structure over swing set currently being installed. Shade structure over playground to be installed over next 4 – 6 weeks.	35,900	TBC	Drought Funding
	Lion's Park - Steve Fattore engaged to fabricate 3 structures over picnic tables and BBQ. On hold at present.	32,000	TBC	Drought Funding
	Adrian Douglas Park, Darlington Point – Steve Fattore engaged to replace new tables/chairs with new shade structure. 2 shade structures and seating completed.	22,500	20,000	Drought Funding
	Figtree Park, Darlington Point – Steve Fattore engaged to replace picnic benches and install shade structures. To be completed by end April 2020.	30,200	17,655	Drought Funding
	Monash Park – Brad Belling and Mark Anthony engaged to install seating (25) and fabricate fence rails (25). Installation to commence within 2 weeks.	37,000	14,000	Drought Funding
	Rubbish bins fabrication 100% completed. Installation including concrete slabs in progress. Tree guards fabrication 100% completed, Jerilderie – Mark Anthony and Kev A'vard engaged.	40,000	18,928	Drought Funding
	Jerilderie Lake seating – Kevin A'vard engaged. Fabrication completed. To be installed over next 4 weeks.	12,000	1,000	Drought Funding
	Old RSL/Bakery lawn areas, Jerilderie – Kevin A'Vard engaged. Picnic tables only. Fabrication completed. To be installed over next 4 weeks.	20,200	1,046	Drought Funding
	Bellbird Street, Coleambally. Replace timber benches. Kevin A'Vard engaged. Concrete slabs done, to be installed over next 4 weeks.	7,500	4,500	Drought Funding
	Netball Courts, Coleambally. Grandstand materials delivered. Mark Anthony engaged. To be installed over next 8 weeks.	30,000	25,000	Drought Funding
	Curlew Street Park, Coleambally. 2 shade structures to be constructed. Shade structure over picnic bench completed. Extension of shade	35,000	10,000	Drought Funding

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	structure over playground equipment in progress. Kevin A'Vard engaged.			
	Skate Park, Coleambally. Concrete footings installed, and shade structure has been fabricated and to be erected. Kevin A'Vard engaged. Shade structure erected. Seating to be installed over next 4 weeks.	20,000	7,000	Drought Funding

**OTHER ITEMS**

<b>Darlington Point Cemetery</b>	Concreting works on the kerb and gutter have been completed. New grass is currently being established.			
<b>Integrated Water Cycle Management (IWCM) Plan</b>	NSW Public Works have been formally engaged to complete the IWCM Plan for Council. Staff are currently collecting plans, drawings and historical data requested by NSW Public Works.			
<b>Coleambally Depot Upgrade</b>	The architect is currently preparing working drawings for the project with staging plans.  Engineers have been engaged to start preparing the specification for the project.			
<b>Darlington Point Boat Ramp</b>	The head contractor Comdain Infrastructure has established on site boundaries and signage.  Vegetation and trees have been cleared from the site.  Earth works have started on site.			

**UPCOMING WORKS**

		Budgeted (\$)	Funding Source
<b>Local Road Maintenance</b>	All roads within the bus routes to be maintenance graded. Tar patching throughout towns.		
<b>Resealing</b>	See Regional Roads below		

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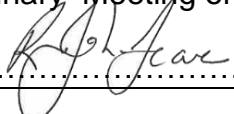
.....*R. K. Myrae*..... General Manager                      .....*R. K. Myrae*..... Mayor

<b>Resheeting</b>	Green Swamp Road, 4km.	TBC	Roads to Recovery
	Hardy Road, Coleambally, 3.6km	TBC	Roads to Recovery
<b>Regional Roads</b>	Linemarking Conargo Road Segments 5, 6 & 8 Linemarking Oaklands Road Segments 2, 3, 4, 5, 6, 9 & 10 Resealing Oaklands Road, Segments 9 & 10 Resealing Conargo Road, Segments 2, 3 & 6	TBC	RRBG
<b>Water &amp; Sewerage</b>	Initial refurbishment of Jerilderie's Water Treatment Plant	150,000	DPIE
<b>Parks &amp; Gardens</b>	Automation of Luke Park (Jerilderie) sprinkler system	14,500	Council
<b>Construction</b>	Bencubbin Ave	2.7M	Council, SCF, HVSP
<b>Concreting</b>	210m of K&C rehab on Nowranie Street. Jason Wharton.	44,100	Drought Funding
	90m of K&C rehab on DeMamiel Street including sports club driveway. Jason Wharton.	18,900	Drought Funding
	115m of K&C rehab on Wood St. Jason Wharton.	24,150	Drought Funding

## ATTACHMENTS

NIL

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.....General Manager

.....Mayor