



**Edward
River**
COUNCIL

AGENDA

Ordinary Council Meeting

Tuesday, 19 March 2024

I hereby give notice that an Ordinary Council Meeting will be held on:

Date: Tuesday, 19 March 2024

Time: 10:00 AM

**Location: Council Chambers, Estates Building Cressy
Street Deniliquin**

Philip Stone

Chief Executive Officer

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1. OPENING MEETING**2. ATTENDANCE****3. LIVE STREAMING STATEMENT**

Edward River Council wishes to advise members of the public that Council Meetings will be recorded and will be available after each meeting on Council's website [Councils Website](#)

All care will be taken to maintain the privacy of those in attendance, however As a visitor in the public gallery, your presence may be recorded. By remaining In the public gallery, it is assumed your consent is given in the event your image is broadcast. This includes any filming by television cameras if attendance is approved by the Chief Executive Officer or Mayor.

4. ACKNOWLEDGEMENT OF COUNTRY

The Edward River Council acknowledges and embraces the Traditional Owners of the Lands within the Edward River Council area - the Wamba Wamba/Perrepa Perrepa Peoples – and pay our respects to their elders, past, present, and emerging. The Edward River Council also recognises the diversity of different cultures within our community and their contribution.

5. STATEMENT OF PURPOSE

I have come here as a Councillor freely and without bias to:

- Represent the views of the community in considering the matters before us today
- To vote in a matter I consider to be in the best interest of the community
- To observe the Code of Conduct and respect the rule of the chair and views of my fellow Councillors.

6. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

7. CONFIRMATION OF MINUTES

7.1. DRAFT MINUTES ORDINARY COUNCIL MEETING HELD 20 FEBRUARY 2024

Author: Executive Assistant

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council accept the draft minutes of the Ordinary Council Meeting held Tuesday 20 February 2024 as a true and correct record.

BACKGROUND

ISSUE/DISCUSSION

STRATEGIC IMPLICATIONS

COMMUNITY STRATEGIC PLAN

5. Accountable leadership and responsive administration

5.1 Collaborative and Engaged

FINANCIAL IMPLICATIONS

Nil

LEGISLATIVE IMPLICATIONS

ATTACHMENTS

1. Draft Minutes Ordinary Council Meeting held Tuesday 20 February 2024.

Attachment 1 - Draft Minutes for Ordinary Council Meeting 10-00 AM - Tuesday, 20 February 2024



MINUTES

Ordinary Council Meeting

Tuesday, 20 February 2024

I hereby give notice that an Ordinary Council Meeting will be held on:

Date: Tuesday, 20 February 2024
Time: 10:00 AM
**Location: Council Chambers, Estates Building Cressy Street
Deniliquin**

Philip Stone
Chief Executive Officer

Order of Business

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ORDINARY COUNCIL MEETING MINUTES**TUESDAY, 20 FEBRUARY 2024**

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ORDINARY COUNCIL MEETING MINUTES**TUESDAY, 20 FEBRUARY 2024**

1. OPENING MEETING

The meeting opened at 10am with a public acknowledgement of the passing of Mr Bruce Simpson, recognising the work he did for the Edward River Community.

2. ATTENDANCE

Present: Mayor Cr Peta Betts, Deputy Mayor Cr Marc Petersen, Cr Harold Clapham, Cr Shirlee Burge, Cr Shannon Sampson, Cr Tarria Moore, Cr Pat Fogarty, Chief Executive Officer

Via Teams: Cr Linda Fawns

In Attendance: Director Corporate Services, Director Infrastructure, Chief Financial Officer, Acting Manager Governance, Safety and Risk, Manager Development Services, Executive Assistant.

Gallery: Three

3. LIVE STREAMING STATEMENT

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I have come here as a Councillor freely and without bias to:

- Represent the views of the community in considering the matters before us today
- To vote in a matter I consider to be in the best interest of the community
- To observe the Code of Conduct and respect the rule of the chair and views of my fellow Councillors.

6. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

Moved: Cr Pat Fogarty

Seconded: Cr Tarria Moore

RESOLUTION 2024/2002/6

The Council accept the request from Cr Linda Fawns to join the meeting via Teams.

CARRIED

ORDINARY COUNCIL MEETING MINUTES**TUESDAY, 20 FEBRUARY 2024**

7. SUSPEND STANDING ORDERS

Moved: Deputy Mayor Cr Marc Petersen

Seconded: Cr Harold Clapham

RESOLUTION 2024/2002/7

That standing orders be suspended to allow for a Public Forum agenda item.

CARRIED**8. RETURN TO STANDING ORDERS**

Moved: Cr Pat Fogarty

Seconded: Cr Tarria Moore

RESOLUTION 2024/2002/8

That Council return to Standing Orders.

CARRIED**9. CONFIRMATION OF MINUTES****9.1. DRAFT MINUTES ORDINARY COUNCIL MEETING 5 DECEMBER 2023**

Moved: Deputy Mayor Cr Marc Petersen

Seconded: Cr Harold Clapham

RESOLUTION 2024/2002/9.1

That Council accept the Draft Minutes of the Ordinary Council Meeting held 5 December 2023 as a true and correct record.

CARRIED**9.2. DRAFT MINUTES EXTRAORDINARY COUNCIL MEETING 13 DECEMBER 2023**

Moved: Deputy Mayor Cr Marc Petersen

Seconded: Cr Pat Fogarty

RESOLUTION 2024/2002/9.2

That Council accept the draft minutes of the Extraordinary Council Meeting held Wednesday 13 December 2023 as a true and correct record.

CARRIED**10. DISCLOSURES OF INTERESTS**

Nil

ORDINARY COUNCIL MEETING MINUTES**TUESDAY, 20 FEBRUARY 2024**

11. MAYORAL MINUTE(S)**11.1. MAYORAL MINUTE - COST SHIFTING ONTO LOCAL GOVERNMENT**

Moved: Mayor Cr Peta Betts

Seconded: Cr Harold Clapham

RESOLUTION 2024/2002/11.1

That Council:

1. Receive and note the findings of the LGNSW Cost Shifting report for the 2021/2022 financial year; and
2. A copy of the cost shifting report be placed on Council's website so that our communities can access it; and
3. Council write to the Premier, the NSW Treasurer and the NSW Minister for Local Government seeking that they urgently seek to address these costs through a combination of regulatory reform, budgetary provision and appropriate funding

CARRIED**12. URGENT ITEMS OF BUSINESS**

Nil

13. REPORTS OF COMMITTEES**13.1. DRAFT MINUTES EDWARD RIVER VILLAGE COMMITTEE MEETING 6 FEBRUARY 2024**

Moved: Cr Tarria Moore

Seconded: Cr Pat Fogarty

RESOLUTION 2024/2002/13.1

That Council receive the draft minutes of the Edward River Village Committee meeting held 6 February 2024 and note the committee's resolutions.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

TUESDAY, 20 FEBRUARY 2024

14. REPORTS TO COUNCIL**14.1. DA2023/0082 - CHANGE OF USE TO A DUAL OCCUPANCY - 225 CRESSY STREET**

Moved: Cr Harold Clapham

Seconded: Cr Pat Fogarty

RESOLUTION 2024/2002/14.1

That Council resolves to: -

1. APPROVE the development application 2023/0082 for a Change of Use - Dual Occupancy on Lot 8 Section 13 DP758913, 225 Cressy Street, Deniliquin as shown on plan numbered A100, A101, A102, A103, A104, A105, A200, A201 and described in detail accompanying the Development Application, in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 and subject to the following reasons:
 - a) The application is generally compliant with the key planning provisions contained within the DLEP 2013 and the Deniliquin Development Control Plan 2016, subject to conditions of consent.
 - b) The proposal is appropriate on the site given the existing character of the area, subject to conditions of consent.
2. Impose the conditions as outlined in Attachment 1 with the following changes:-
 - a) 1b amended plans remove first dot point "Garage 2 to have a front setback of 700mm" and third dot point remove Dulux Ivory paint to be replaced with Dulux Surfemist throughout the attachment.

DIVISION

In accordance with section 375A of the Local Government Act 1993, it is necessary for Council to call a division when voting of any resolution relating to a relevant planning application.

For: Deputy Mayor Cr Marc Petersen, Cr Shirlee Burge, Cr Harold Clapham, Cr Linda Fawns, Cr Pat Fogarty, Cr Tarria Moore, Mayor Cr Peta Betts

Against: Cr Shannon Sampson

CARRIED 7/1

Members of the Gallery left the Council Chambers at 10.45am

Manager Development Services left the Council Chambers at 10.46am

ORDINARY COUNCIL MEETING MINUTES

TUESDAY, 20 FEBRUARY 2024

14.2. DISABILITY INCLUSION ACTION PLAN 2023-2026 FOR ADOPTION

Moved: Deputy Mayor Marc Petersen

Seconded: Cr Shirlee Burge

RESOLUTION 2024/2002/14.2

That Council:

1. Adopt the Disability Inclusion Action Plan 2023-2026.
2. That the Plan be reviewed in the 2025/2026 Financial Year

CARRIED**14.3. STRONG AND RESILIENT COMMUNITIES (SARC) ACTIVITY - INCLUSIVE COMMUNITIES GRANT**

Moved: Cr Pat Fogarty

Seconded: Cr Shirlee Burge

Alternate Motion

That the recommendation is deferred to allow discussion as to whether Council is the right organisation to take this project on

LOST

Moved: Cr Linda Fawns

Seconded: Cr Shannon Sampson

RESOLUTION 2024/2002/14.3

That Council:

1. Confirm its position on an application under the Strong And Resilient Communities grant in this funding round (round three)
2. Notes that council staff have worked in collaboration with stakeholders to prepare an application for this round of funding in readiness for a decision
3. Notes that there are two future rounds of this funding planned under this program, being rounds four and five
4. Notes that the work undertaken to prepare an application for this round can be strengthened and utilised for future funding applications should Council determine not to proceed with an application under this current round or if the application if made, is unsuccessful
5. Notes the opportunity to confirm a strategic direction for the delivery of youth services with the new council as part of the development of the next Delivery Program.

CARRIED

ORDINARY COUNCIL MEETING MINUTES**TUESDAY, 20 FEBRUARY 2024****14.4. AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - NATIONAL ASSEMBLY 2024**

Moved: Cr Shirlee Burge

Seconded: Cr Linda Fawns

RESOLUTION 2024/2002/14.4

That Council

1. Approves the attendance of the Mayor and the Chief Executive Officer at the Australian Local Government Association 2024 National General Assembly 2-4 July 2024 at the National Convention Centre in Canberra.
2. Approves the attendance of other Councillors in line with the Councillor Expenses and Facilities Policy including Deputy Mayor Cr Marc Petersen, Cr Shirlee Burge, Cr Linda Fawns and potentially Cr Shannon Sampson.

CARRIED**14.5. ADVOCACY PLAN 2024-2025**

Moved: Cr Tarria Moore

Seconded: Cr Linda Fawns

RESOLUTION 2024/2002/14.5

That Council

1. Adopts the Edward River Advocacy Plan 2024 - 2025
2. That at the next briefing session a discussion is held on number one - Water Buy-backs

CARRIED**14.6. AUDIT, RISK & IMPROVEMENT COMMITTEE TERMS OF REFERENCE**

Moved: Cr Harold Clapham

Seconded: Deputy Mayor Cr Marc Petersen

RESOLUTION 2024/2002/14.6

That Council defers this report until the Audit, Risk & Improvement Committee meets in May 2024.

CARRIED

ORDINARY COUNCIL MEETING MINUTES

TUESDAY, 20 FEBRUARY 2024

14.7. QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 2023

Moved: Cr Tarria Moore

Seconded: Deputy Mayor Cr Marc Petersen

RESOLUTION 2024/2002/14.7

That Council

1. Endorse the 31 December 2023 quarterly budget review of the 2023/24 Budget.
2. Note the overall impacts of proposed adjustments, an increase of \$121k since the September 2023 quarter review, on Council's budgeted operating result for 2023/24 being a surplus of \$22,150,261, and after removing Capital Grants a deficit of \$765,595.
3. Adopt the budget adjustments as detailed in this report.

CARRIED

Cr Linda Fawns left the meeting at 11.38am and returned at 11.39am

14.8. DELIVERY PROGRAM PROGRESS REPORT - JULY TO DECEMBER 2023

Moved: Cr Linda Fawns

Seconded: Deputy Mayor Cr Marc Petersen

RESOLUTION 2024/2002/14.8

That Council receive and note the six-monthly Delivery Program progress report for the period July to December 2023.

CARRIED**14.9. OPERATIONAL PLAN & BUDGET TIMETABLE**

Moved: Cr Harold Clapham

Seconded: Cr Tarria Moore

RESOLUTION 2024/2002/14.9

That Council receive and note the 2024-25 Operational Plan and Budget Timetable in order to meet the legislative timeframes.

CARRIED**14.10. FINANCIAL SUSTAINABILITY REVIEW IMPLEMENTATION PLAN - 31 JANUARY 2024 PROGRESS**

Moved: Cr Harold Clapham

Seconded: Cr Linda Fawns

RESOLUTION 2024/2002/14.10

That Council receive and note the progress against the Financial Sustainability Review Implementation Plan as at 31 January 2024.

CARRIED

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ORDINARY COUNCIL MEETING MINUTES

TUESDAY, 20 FEBRUARY 2024

14.11. REVIEW OF COUNCIL COMMITTEES AND DELEGATES FOLLOWING RESIGNATION OF CR FELLOWS

Moved: Cr Shannon Sampson

Seconded: Cr Pat Fogarty

RESOLUTION 2024/2002/14.11

That Council:

1. Appoint Cr Marc Peterson, as Deputy Mayor, as Council delegate to the following Committees:

- a) Australia Day Committee
- b) Riverina and Murray Joint Organisation (RAMJO), and
- c) CEO Performance Review Committee

2. Consider appointing Councillors to replace Cr Fellows on the following vacant Committee positions for the remainder of the Council term

- a) Audit Risk and Improvement Committee (ARIC) appoint Cr Linda Fawns
- b) NSW Rural Fire Service Liaison Committee (Mid Murray Zone) and,
- c) Zone Bush Fire Management Committee be left vacant until following September's Council Elections.

CARRIED

- Cr Tarria Moore left the Chambers at 11.58am - 12.01pm
- Cr Pat Fogarty left the Chambers at 12.04pm - 12.06pm
- Acting Manager Governance, Safety & Risk left the Chambers at 12.04pm – 12.11pm
- Chief Executive Officer left the Chambers at 12.04pm – 12.07pm
- Cr Shannon Sampson left the Chambers at 12.05pm – 12.08pm
- Cr Harold Clapham left the Chambers at 12.10pm - 12.11pm

14.12. NOVEMBER 2023 STORM EVENT

Moved: Cr Harold Clapham

Seconded: Cr Pat Fogarty

RESOLUTION 2024/2002/14.12

That Council approves scoping an investigations and options study regarding areas impacted during the November 2023 storm event and provides a proposal in the 2024-25 operational planning and budget process.

CARRIED

Manager Utilities entered the Chambers at 12.14pm

ORDINARY COUNCIL MEETING MINUTES

TUESDAY, 20 FEBRUARY 2024

14.13. POWER PURCHASING AGREEMENT

Moved: Cr Harold Clapham

Seconded: Cr Shirlee Burge

RESOLUTION 2024/2002/14.13

That Council:

1. Participates in the procurement process of a Power Purchasing Agreement under the Regional Council's NSW Power Purchasing Agreement led by Hunter Joint Organisation by signing a Memorandum of Understanding.
2. Allocate savings achieved from the small sites Shell Energy contract to fund the \$15,930 cost to participate in the Regional Council's NSW Power Purchasing Agreement.

CARRIED**14.14. DOMESTIC WASTE MANAGEMENT POLICY**

Moved: Cr Harold Clapham

Seconded: Deputy Mayor Cr Marc Petersen

RESOLUTION 2024/2002/14.14

That Council:

1. Endorse the draft Edward River Council Domestic Waste Management Policy and for the purposes of public exhibition for not less than 28 days, and
2. If no submissions are received, adopts the draft Edward River Council Domestic Waste Management Policy.

CARRIED

Councillors congratulated Manager Facilities and Team. Manager Facilities left the Chambers at 12.34pm.

14.15. DEVELOPMENT SERVICES ACTIVITY REPORT DECEMBER 23 & JANUARY 24

Moved: Cr Pat Fogarty

Seconded: Deputy Mayor Cr Marc Petersen

RESOLUTION 2024/2002/14.15

That Council receive and note the December 2023 and January 2024 Development Services Reports

CARRIED

ORDINARY COUNCIL MEETING MINUTES

TUESDAY, 20 FEBRUARY 2024

14.16. INVESTMENT REPORT - JANUARY 2024

Moved: Cr Harold Clapham

Seconded: Cr Marc Petersen

RESOLUTION 2024/2002/14.16

That Council:

1. Note and receive the January 2024 report on Investments totalling \$38,830,005 inclusive of cash at bank for day-to-day operations.
2. Note that actual interest earned in the month of January 2024 was \$119,299.
3. Note that total interest earned for the year to 31 January 2024 is \$991,146.
4. Note the Certificate of the Responsible Accounting Officer and adopt the Investment Report.

CARRIED**14.17. MAJOR PROJECTS UPDATE - JANUARY 2024**

Moved: Cr Pat Fogarty

Seconded: Cr Linda Fawns

RESOLUTION 2024/2002/14.17

That Council receive and note the Major Projects Program – Progress Report for January 2024.

CARRIED**14.18. RESOLUTIONS OF COUNCIL**

Moved: Deputy Mayor Cr Marc Petersen

Seconded: Cr Linda Fawns

RESOLUTION 2024/2002/14.18

That Council note the information in the Resolutions of Council as at 8 February 2024.

CARRIED**14.19. MAYOR, COUNCILLOR, CEO MEETINGS DECEMBER 2023 AND JANUARY 2024**

Moved: Cr Tarria Moore

Seconded: Cr Harold Clapham

RESOLUTION 2024/2002/14.19

That Council

1. Note meetings attended on behalf of Council by the Mayor, Councillors and Chief Executive Officer during the month of December 2023 and January 2024 with updates.
2. Continue to advise the Chief Executive Officer's Executive Assistant of their meeting diaries and activities attendance.

CARRIED

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ORDINARY COUNCIL MEETING MINUTES

TUESDAY, 20 FEBRUARY 2024

15. NOTICES OF MOTIONS

Nil

16. QUESTIONS WITH NOTICE

Nil

17. CONFIDENTIAL MATTERS

Moved: Cr Tarria Moore

Seconded: Cr Shannon Sampson

RESOLUTION 2024/2002/17

That Council move into Confidential Business at 12.15pm to discuss

15.1. Tender for Contract C2023/11 Pretty Pine Road Widening

15.2. Draft Minutes Edward River Council Australia Day Committee

CARRIED**17.1. TENDER FOR CONTRACT C2023/11 PRETTY PINE ROAD WIDENING**

Moved: Cr Harold Clapham

Seconded: Cr Pat Fogarty

RECOMMENDATION 2024/2002/17.1

That Council

1. Accepts the tender submitted by Bild Infrastructure Pty Ltd for Contract C2023/11 – Pretty Pine Road Widening project for the lump sum tender price of \$3,895,900.00 + GST,
2. Authorise the Mayor and Chief Executive Office to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2023/11 – Pretty Pine Road Widening Project, and
3. Authorise the Contract Superintendent to approve variations on the Contract up to a maximum value of 10% of the contract sum.

CARRIED**17.2. DRAFT MINUTES EDWARD RIVER COUNCIL AUSTRALIA DAY COMMITTEE**

Moved: Cr Harold Clapham

Seconded: Cr Tarria Moore

RESOLUTION 2024/2002/17.2

That Council:-

1. Receive the draft minutes of the Edward River Council Australia Day Committee meetings held 19 December, 2023; 8 January, 2024; 10 January 2024; 22 January 2024 and note the committee's resolutions, and
2. Redact confidential information and place on the website.

CARRIED

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ORDINARY COUNCIL MEETING MINUTES

TUESDAY, 20 FEBRUARY 2024

17.3. OPEN THE MEETING TO THE PUBLIC

Moved: Cr Linda Fawns

Seconded: Cr Shannon Sampson

RESOLUTION 2024/2002/17.3

That Council reopens the meeting the public at 1.11pm and the resolutions of Council considered in Item 17 Confidential Matters are read out to the public.

CARRIED

18. CLOSE OF MEETING

The meeting closed at 1.13pm

8. DISCLOSURES OF INTERESTS

9. MAYORAL MINUTE(S)

10. URGENT ITEMS OF BUSINESS

NOTE: Business may be considered at a meeting of the council even though due notice of the business has not been given to the councillors if:

- a. a motion is passed to have the business considered at the meeting, and
- b. the business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the council before the next scheduled ordinary meeting of the council.

Only the mover of a motion can speak to the motion before it is put.

A motion of dissent cannot be moved against a ruling by the chairperson.

11. REPORTS OF COMMITTEES

11.1. DRAFT MINUTES MEMORIAL PARK USER GROUP MEETING 21 FEBRUARY 2024

Author:

Authoriser:

RECOMMENDATION

That Council receive the draft minutes of the Memorial Park User Group meeting held Wednesday 21 February 2024 and note the committee's resolutions

BACKGROUND

ISSUE/DISCUSSION

STRATEGIC IMPLICATIONS

COMMUNITY STRATEGIC PLAN

4. Delivering community assets and services

4.1 Vibrant villages and towns

5. Accountable leadership and responsive administration

5.1 Collaborative and Engaged

FINANCIAL IMPLICATIONS

LEGISLATIVE IMPLICATIONS

ATTACHMENTS

1. Draft Minutes Memorial Park User Group Meeting 21 February 2024

Attachment 1 - Minutes for Memorial Park User Group 17-30 PM - Wednesday 21 February 2024



MINUTES

Memorial Park User Group

Wednesday, 21 February 2024

I hereby give notice that an Memorial Park User Group will be held on:

Date: Wednesday, 21 February 2024
Time: 5:30 PM
Location: Memorial Park, Deniliquin

Philip Stone
Chief Executive Officer

Order of Business

1. Attendance and Apologies.....3

2. Confirmation of Previous Minutes3

3. Actions Arising3

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MEMORIAL PARK USER GROUP MINUTES

WEDNESDAY, 21 FEBRUARY 2024

1. ATTENDANCE AND APOLOGIES**Present:**

Judy Bond (P&A Society), Chantelle Shevels (P&A Society), Michael Fleming (Rovers Football Club), Shannon Martin (Rovers Football Club), Noel Buckley (Collectors Club), Daryl Whately (Collectors Club), Tim Hillier (Rhinos Cricket Club), Brad Todd (Rhinos Cricket Club),

Council Staff:

Peta Betts (Mayor ERC), Mark Dalzell (Director of Infrastructure - ERC), Marc Petersen (Deputy Mayor ERC), Jaymie Coleman (Manager Facilities and Open Spaces - ERC)

Observer:

Shirlee Burge (Councillor)

Apologies:

Phil Stone (Chief Executive Officer)

2. CONFIRMATION OF PREVIOUS MINUTES**RESOLVED**

That the minutes of the previous meeting held 25 October 2023 are noted as a true and correct record.

3. ACTIONS ARISING

| Action Ref. | Outcomes/Decisions/Actions | Who | When | Status |
|-------------|--|-------------|------|---------------------|
| 2023/04/02 | LIGHTING - ERC also allocated additional funding. Oval will be completed by last week of March. Old lighting to be operational until such time. Discussion re: old light poles and Relocate to Rotary Park/Ute Muster Site P&A reuse under Grandfather Clause on pre- | Peter Davis | | Ongoing March 24 |

MEMORIAL PARK USER GROUP MINUTES

WEDNESDAY, 21 FEBRUARY 2024

| Action Ref. | Outcomes/Decisions/Actions | Who | When | Status |
|-------------|---|-------------------|------|----------|
| | existing artefact (x4 poles claimed) | | | |
| 2023/25/10 | Most of the P&A buildings were damaged during the last storm – insurance to be looked into and a claim made. | Chantelle Shevels | | |
| 2023/25/10 | P&A new toilet block has no paper towel holders, check with Bernie Green. P&A to install as NIL in scope of design. Invoice to be sent to ERC as per Mark Dalzell | Chantelle Shevels | | |
| 2023/25/10 | Far side gate - singular gate and damaged double gates need to be fixed. Temp Fence in place. | Jaymie Coleman | | |
| 2023/25/10 | No seats in front of the new demountable – posts are in but no seats. | Jaymie Coleman | | |
| 2023/25/10 | Collectors Club - Tractor Convention Daryl to email Chantelle as they require use of the P&A Society Pavilion Ready to | Daryl Whateley | | Complete |

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MEMORIAL PARK USER GROUP MINUTES

WEDNESDAY, 21 FEBRUARY 2024

| Action Ref. | Outcomes/Decisions/Actions | Who | When | Status |
|-------------|--|----------------|------|----------|
| | implement and all organised with Collectors + P&A | | | |
| 2023/25/10 | Water to No. Oval 3 concerns. Council to look into. Watered Suitably | Mark Dalzell | | Complete |
| 2023/25/10 | Defibrillators - list of where they are located to be emailed from Users. Location for general public to access if issue when area not in official use. Concerns raised re: vandalism and misuse. Best place to be situated. | Jaymie Coleman | | |
| 2023/25/10 | Joint calendar so everyone knows. when there is an event on. User Group has been set up in outlook, and everyone should now be able to see the Calender. | Jaymie Coleman | | Complete |
| 2024/21/02 | DNA Courts - 3 Weeks Behind Project teams follow up with access during Construction and access available. | Peter Davis | | |

MEMORIAL PARK USER GROUP MINUTES

WEDNESDAY, 21 FEBRUARY 2024

| Action Ref. | Outcomes/Decisions/Actions | Who | When | Status |
|-------------|---|-------------|------|--------|
| 2024/21/02 | Road surface levels - Project team have completed. Peter Davis as per Shannon Martin do a walk through and all involved happy that drainage etc should be good | Peter Davis | | |

4. REPORTS**RESOLVED**

That the Memorial Park User Group receive an update on the current and upcoming works.

Carpark Area

- ERC happy with outcome, there were no issues around roll out and was within budget,
- Road at back of grounds between car parks to be completed from remainder of funds,
- Logistics of design to be confirmed e.g. curb + guttering,
- Discussions regarding funding - P&A/ERC - listed new additions to areas from Showgrounds Stimulus fund.

ERC undergoing Budget process.

- Council currently preparing 24/25 Budget. Budget will be available in April for public presentation and brief,
- Follow up and submissions on process appreciated,
- Follow up regarding potential upgrade signage for illegal camping.

Rhinos Cricket Club

- Construction progressing - 3 weeks behind,
- Trusses up in 1 week, Then roof. Mid-April estimated completion and delivery,
- Require their oval on Saturday 2nd March (Show Day) as hosting the Grand Final. Oval use 12-6:30pm approximately. Game times 1pm-6pm,
- Issues with Disabled Toilet broken into - facing playground,
- Water cage pulled out - needs key to lock - Paul Hussey.

P & A Society

- Issues with trees dying out/dying outside P&A Office - Do they need removing?
- Showgrounds looking good - according to plan,

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MEMORIAL PARK USER GROUP MINUTES**WEDNESDAY, 21 FEBRUARY 2024**

- NO MOWING PRIOR TO SHOW - confirmed by Mark Dalzell,
- Extra events with horse's 500+ entries. 2 full arenas of show jumping, dressage, pony club,
- Stock horse Association back. Will require #3 ovals due to numbers on show weekend,
- Broken doors on toilet block? From Ute Muster weekend and illegal camping,
- Road Grading requested for show weekend - agreed to occur as per Mark Dalzell,
- Fencing and access issues for seen with entry to show Set up,
- P&A Society noted there are Issues with clashes of events - Golf Classic - Street Bazaar - Cricket - Play on Plains (Business Chamber Street Bazaar has been tentatively moved to November 24),
- RHINOS + P&A to meet with ERC 1pm Friday 01/03 to form plan for finals and show weekend clash,
- Chantelle to send through details re: washing and repair of Oval # 3 fence,
- Fire + Forestry have said happy to be involved and happy to provide carts for wash,
- Users group as collective happy to pitch in and clean up in support.

Deniliquin Rovers Football Netball Club

- Grateful of funding for works from ERC regarding Netball Courts upgrade,
- Watermatic support for lawn + tables for public use.

Collectors Club

- Anzac Day weekend for Rally progressing well. Cutting off at 150 tractors - likely not to reach. Hopeful of 100,
- Vandalism noted regarding toilet block, possibly relating to Ute muster weekend from illegal camping. As noted by P&A as well,
- Extra bins for Anzac Day weekend - Tractor Rally.

Deniliquin Netball Association

- Matters resolved from previous minutes; Angela Hussey addressed DNA items with Jim / Precise last year,
- In December 2023 DNA received an invoice from Precise for the connection of power to the sheds (to run the comp without the clubrooms) it is just shy of \$11,000.00 (attached). This has not been paid,
- Netball court resurfacing completed. Court 5 with some issues, has had attempted interim measure undertaken by King of Courts and due to be inspected by Laykold (surface providers) this Wed 21st,
- Fencing / re-securing of netball courts between the 2 spectator sheds appears to not be accounted for in clubroom build (courts were previously enclosed in that section by the DNA clubrooms and old brick canteen / storage and fencing). Once contractor fencing comes down the courts will be left unsecured,
- Seating areas, netball posts and foundations - these are 2 remaining items flood affected. RFS pressure washed and attempted to scrub sheds with flood staining on 3rd Feb 2024.

MEMORIAL PARK USER GROUP MINUTES

WEDNESDAY, 21 FEBRUARY 2024

- Have engaged / met and are liaising with ESP (grants) to get assistance in multiple areas to seek funding for above along with several other items including emergency plan.

Meeting closed 6:35pm

Next meeting will be held on 15th May 2024 at 5:30pm at Deniliquin Rovers Football Netball Clubrooms.

11.2. DRAFT MINUTES ABORIGINAL LIAISON COMMITTEE MEETING 7 FEBRUARY 2024

Author: Executive Assistant

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council:

1. Note the minutes of the Aboriginal Liaison Committee meeting held Wednesday 7 February 2024,
2. Note that the Chief Executive Officer has actioned recommendation 1 of General Business item 5.1, Australia Day of the minutes, and
3. Consider the following recommendations:
 - a. That a member of the Aboriginal Liaison Committee or a First Nations Person be involved in the Australia Day Committee
 - b. That Edward River Council, with consultation provided by Yarkuwa, prepare a media release:-
 - i. Edward River Council is appalled at the ongoing adverse commentary being generated within our community
 - ii. Edward River Council does not condone any public denigration of First Nations People in any form.

BACKGROUND

ISSUE/DISCUSSION

STRATEGIC IMPLICATIONS

COMMUNITY STRATEGIC PLAN

3. Encouraging growth through partnerships

3.1 Education

5. Accountable leadership and responsive administration

5.1 Collaborative and Engaged

FINANCIAL IMPLICATIONS

Nil

LEGISLATIVE IMPLICATIONS

Nil

ATTACHMENTS

1. Draft Minutes Aboriginal Liaison Committee 7 February 2024.



MINUTES

Aboriginal Liaison Committee

Wednesday, 07 February 2024

Commencing at 9:00 AM

**Edward River Council Chambers, Estates
Building, 180 Cressy Street, Deniliquin**

Aboriginal Liaison Committee
Wednesday, 07 February 2024

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 5.2. Media Release4

 5.3. Meeting Closed4

Aboriginal Liaison Committee

Wednesday, 07 February 2024

1. Attendance and Apologies

Present: Chair Cr Linda Fawns, Cr Harold Clapham, David Crew, Jeanette Crew (Via Teams), Chief Executive Officer

In attendance: Deputy Mayor Cr Marc Petersen, Executive Assistant, Mayor Cr Peta Betts (Via Teams)

Apology: Laura Hand-Ross

Meeting Opened: 9.09am

2. Acknowledgement of Country

The Edward River Council acknowledges and embraces the Traditional Owners of the Lands within the Edward River Council area - the Wamba Wamba/Perrepa Perrepa Peoples – and pay our respects to their elders, past, present, and emerging. The Edward River Council also recognises the diversity of different cultures within our community and their contribution.

3. Confirmation of Previous Minutes

3.1. Minutes of the Previous Meeting - 4 October 2023

Moved: David Crew

Seconded: Cr Harold Clapham

RESOLVED

The minutes of the previous meeting held 4 October 2023 were received as a true and correct record.

CARRIED

4. Actions Arising

4.1. Action Report

RESOLVED

The Committee reviewed the status of actions from previous minutes and updated.

Aboriginal Liaison Committee

Wednesday, 07 February 2024

5. Reports

5.1. General Business

Recommendation

That the Aboriginal Liaison Committee discuss items of general business including:-

Australia Day

Moved: Cr Harold Clapham

Seconded: Jeanette Crew

RESOLVED

For Australia Day 2024 the normal procedure and communication should have been followed. The recommendation to Council is:-

1. Write and acknowledge that a communication issue arose whereby the aboriginal community did not attend the Australia Day activities on 26 January.
2. Recommend that a member of the Aboriginal Liaison Committee or a First Nations Person be involved in the Australia Day Committee

CARRIED

Tyakuwala Festival

There may be funding opportunities through Foundation for Rural Regional Renewal (FRRR) Grants. Yarkuwa is developing a week of celebrations in October which the Festival could tie-in with, further discussions to be held with Cr Linda Fawns.

Other items of general business were held to the next meeting

5.2. Media Release

Moved: Cr Harold Clapham

Seconded: David Crew

RESOLVED

The Aboriginal Liaison Committee recommends to Council

1. That Edward River Council, with consultation provided by Yarkuwa, prepare a media release:-
 - a. Edward River Council is appalled at the ongoing adverse commentary being generated within our community
 - b. Edward River Council does not condone any public denigration of First Nations People in any form.

CARRIED

Aboriginal Liaison Committee

Wednesday, 07 February 2024

5.3. Meeting Closed

The meeting closed at 10.10am. The next meeting will be held Wednesday 6 March 2024 from 9am in the Council Chambers.

11.3. DRAFT MINUTES GROWTH STRATEGY ADVISORY COMMITTEE

Author: Executive Assistant

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council:

1. Receives the minutes of the Growth Strategy Advisory Committee meeting held 5 December 2023 and endorses the recommendations of that meeting
2. Receives the draft minutes of the meeting held 5 March 2024, and endorses the resolutions and recommendations of that meeting, specifically:
 - a. Approval of the extension of the Growth Strategy project timeline by at least one month to allow for considered review and feedback into the draft ahead of the public exhibition period
3. Receives the notes taken of the Growth Strategy Advisory Committee Meeting held 6 February 2024, which was inquorate.

BACKGROUND

ISSUE/DISCUSSION

STRATEGIC IMPLICATIONS

COMMUNITY STRATEGIC PLAN

3. Encouraging growth through partnerships

3.2 Economic development

FINANCIAL IMPLICATIONS

LEGISLATIVE IMPLICATIONS

ATTACHMENTS

1. Draft Minutes 5 March 2024
2. Notes 6 February 2024
3. Minutes 5 December 2023

**Attachment 1 - Draft Minutes for Growth Strategy Project Advisory Committee 17-30 PM -
Tuesday 5 March 2024**



MINUTES

Growth Strategy Project Advisory Committee

Tuesday, 05 March 2024

**I hereby give notice that a Growth Strategy Project Advisory Committee
will be held on:**

Date: Tuesday, 05 March 2024

Time: 5:30 PM

**Location: Council Chambers, Estates Building, Cressy
Street Deniliquin**

**Philip Stone
Chief Executive Officer**

GROWTH STRATEGY PROJECT ADVISORY COMMITTEE MINUTES
TUESDAY, 05 MARCH 2024

Order of Business

1. Attendance and Apologies 3

2. Disclosures of Interests 3

3. Confirmation of Previous Minutes 3

 3.1. Growth Strategy Project Advisory Committee Previous Minutes 3

4. Actions Arising 3

5. Reports 4

 5.1. AEC Presentation 4

 5.2. Growth Strategy Direction Discussion..... 4

GROWTH STRATEGY PROJECT ADVISORY COMMITTEE MINUTES TUESDAY, 05 MARCH 2024

1. ATTENDANCE AND APOLOGIES

Present: Chair Cr Harold Clapham, Cr Shannon Sampson, Chief Executive Officer, Dominic Kelly, Jarryd Lowry, Edwina Hayes (5.36pm)

Apologies: Ben Littman,

Absent: Julia Druitt

In attendance: Director Corporate Services, Coordinator Economic Development, Cr Shirlee Burge, Kaitlin McInnes AEC, Ashley Page AEC, Cr Marc Petersen (5.38pm), Mayor Cr Peta Betts (5.40pm)

2. DISCLOSURES OF INTERESTS

Nil

3. CONFIRMATION OF PREVIOUS MINUTES**3.1. GROWTH STRATEGY PROJECT ADVISORY COMMITTEE PREVIOUS MINUTES**

Moved: Cr Shannon Sampson

Seconded: Cr Harold Clapham

RESOLVED

The Committee endorsed the minutes of the previous meeting held Tuesday 5 December 2023 as a true and accurate record of the meeting and noted the report of the Committee Meeting held 6 February 2024.

CARRIED

4. ACTIONS ARISING

Nil

GROWTH STRATEGY PROJECT ADVISORY COMMITTEE MINUTES TUESDAY, 05 MARCH 2024

5. REPORTS**5.1. AEC PRESENTATION****RESOLVED**

The Growth Strategy Project Advisory Committee received a presentation from AEC as to the current status of the Growth Strategy.

5.2. GROWTH STRATEGY DIRECTION DISCUSSION

Moved: Cr Harold Clapham

Seconded: Jarryd Lowry

RESOLVED

That the Growth Strategy Project Advisory Committee meet Wednesday 27 March 2024 from 4pm to 7pm to review draft and invite AEC to join the meeting at 6pm.

CARRIED

5.3. GROWTH STRATEGY EXHIBITION AND ENGAGEMENT TIMING

Moved: Jarryd Lowry

Seconded: Cr Shannon Sampson

RESOLVED

That the Growth Strategy Project Advisory Committee recommend to Council that the project timelines for the Growth Strategy be extended by one month to allow for considered review of, and feedback into, the draft before public exhibition.

CARRIED

MEETING CLOSED

The meeting closed at 7.49pm.

**Attachment 2 - Notes for Growth Strategy Project Advisory Committee 17-30 PM - Tuesday,
6 February 2024 (1)**



MINUTES

Growth Strategy Project Advisory Committee

Tuesday, 06 February 2024

**I hereby give notice that an Growth Strategy Project Advisory
Committee will be held on:**

Date: Tuesday, 06 February 2024

Time: 5:30 PM

**Location: Council Chambers, Estates Building, Cressy
Street Deniliquin**

**Philip Stone
Chief Executive Officer**

Order of Business

1. Attendance and Apologies 3

2. Disclosures of Interests 3

3. Confirmation of Previous Minutes 3

 3.1. Growth Strategy Project Advisory Committee - Previous Minutes 5 December 2023 3

4. Actions Arising 3

5. Reports 3

 5.1. Draft Growth Strategy - AEC Presentation to committee..... 3

 5.2. Meeting Closed 3

**GROWTH STRATEGY PROJECT ADVISORY COMMITTEE MINUTES TUESDAY,
FEBRUARY 2024**

06

1. ATTENDANCE AND APOLOGIES

Present: Cr Harold Clapham, Cr Shannon Sampson, Chief Executive Officer, Via Teams Edwina Haynes

In Attendance: Cr Shirlee Burge, Cr Marc Petersen, Executive Assistant

In Attendance Via Teams: AEC Project Manager; AEC Director: Mayor Cr Peta Betts, Director Corporate Services, Cr Linda Fawns

Minutes (Informational Meeting - No Quorum)

Apologies: Jarryd Lowry, Dom Kelly, Ben Littman, Julie Druitt

2. DISCLOSURES OF INTERESTS

Nil

3. CONFIRMATION OF PREVIOUS MINUTES**3.1. GROWTH STRATEGY PROJECT ADVISORY COMMITTEE - PREVIOUS MINUTES
5 DECEMBER 2023**

As there was no quorum, the previous meeting minutes will be tabled at the March 2024 meeting.

4. ACTIONS ARISING

Nil

5. REPORTS**5.1. DRAFT GROWTH STRATEGY - AEC PRESENTATION TO COMMITTEE****Outcome**

That the:

1. Committee Members in attendance received the presentation on the Growth Strategy draft strategic direction from AEC
2. Some discussion and feedback was provided on the draft strategic direction for the Growth Strategy.

5.2. MEETING CLOSED

The next meeting will require in person attendance.

Meeting closed 6.08pm

**Attachment 3 - Minutes for Growth Strategy Project Advisory Committee Tuesday, 5
December 2023 (1)**



MINUTES

Growth Strategy Project Advisory Committee

Tuesday, 05 December 2023

**I hereby give notice that an Growth Strategy Project Advisory
Committee will be held on:**

Date: Tuesday, 05 December 2023

Time: 5:30 PM

**Location: Council Chambers, Estates Building, Cressy
Street Deniliquin**

**Philip Stone
Chief Executive Officer**

Order of Business

1. Attendance and Apologies 3

2. Disclosures of Interests 3

3. Confirmation of Previous Minutes 3

 3.1. Minutes of the Previous Meeting held 31 October 2023..... 3

4. Actions Arising 3

5. Reports 3

 5.1. Presentation of engagement outcomes for Growth Strategy development..... 3

 5.2. Presentation of evidence base materials for Growth Strategy..... 4

 5.3. Meeting Closed 4

GROWTH STRATEGY PROJECT ADVISORY COMMITTEE MINUTES TUESDAY, DECEMBER 2023**05**

1. ATTENDANCE AND APOLOGIES

Present: Cr Shannon Sampson, Edwina Hayes, Dom Kelly, Jarryd Lowry, Ben Littman

In Attendance: Manager Economic Growth & Tourism (to 6.28pm), Coordinator Economic Development, Executive Assistant, Cr Pat Fogarty, Cr Shirlee Burge

Via Teams: AEC Project Manager; AEC Director Ashley Page

APOLOGIES

Moved: Jarryd Lowry

Seconded: Edwina Hayes

RESOLVED

That the apologies received from Cr Harold Clapham and Julia Druitt be accepted.

CARRIED

2. DISCLOSURES OF INTERESTS

Nil

3. CONFIRMATION OF PREVIOUS MINUTES**3.1. MINUTES OF THE PREVIOUS MEETING HELD 31 OCTOBER 2023**

Moved: Edwina Hayes

Seconded: Jarryd Lowry

RESOLVED

The Committee endorsed the minutes of the previous meeting held Tuesday 31 October 2023 as a true and accurate record of the meeting.

CARRIED

4. ACTIONS ARISING

Nil

5. REPORTS**5.1. PRESENTATION OF ENGAGEMENT OUTCOMES FOR GROWTH STRATEGY DEVELOPMENT**

Moved: Jarryd Lowry

Second: Dominic Kelly

RESOLVED

The committee:

1. Received the presentation on engagement outcomes for the development of the Growth Strategy by AEC
2. Reviewed, discussed and provided feedback on engagement outcomes.

CARRIED

Page 3

GROWTH STRATEGY PROJECT ADVISORY COMMITTEE MINUTES TUESDAY, 05
DECEMBER 2023

5.2. PRESENTATION OF EVIDENCE BASE MATERIALS FOR GROWTH STRATEGY

Moved: Edwina Haynes

Seconded: Jarryd Lowry

RESOLVED

The Committee:

1. Received a presentation on the evidence base materials to support the development of the Growth Strategy from AEC
2. Reviewed and discussed the evidence base briefing notes and provide feedback.

CARRIED

5.3. MEETING CLOSED

Meeting closed at 7.08

11.4. AUDIT RISK AND IMPROVEMENT COMMITTEE DRAFT MINUTES - THURSDAY 15 FEBRUARY 2024

Author: Governance Coordinator

Authoriser: Director Corporate Services

RECOMMENDATION

That Council:

1. Receives the draft Minutes of the Audit, Risk and Improvement Committee meeting held on 15 February 2024, and endorse the resolutions and recommendations of that meeting, specifically:
 - a) Adoption of the updated Terms of Reference, noting the membership composition of four independent members and,
 - b) Adoption of the Annual Internal Audit Plan for 2024-25, being cyber security risk and taxation compliance (including fuel tax credits)
2. Notes the annual self assessment undertaken by the Committee and the accompanying letter from the Audit, Risk and Improvement Chair.

BACKGROUND

The Audit, Risk & Improvement Committee (ARIC) is a committee of Council, established to provide independent oversight and review to support Council to continually improve, appropriately address risks, and work towards sustainability.

The previous ARIC meeting was held on 12 October 2023.

ISSUE/DISCUSSION

The February meeting included discussions on the following :

- ARIC Annual Self Assessment (attached)
- Internal Audit Progress Report
- Proposed Internal Audits for 2024-2025
- Risk Management Framework Update
- Information on the December 2023 Amendment to the Local Government (General) Regulations 2021 for Audit, Risk and Improvement Committees
- Audit, Risk & Improvement Committee membership recruitment update
- Draft Procurement Policy & Procedure
- Operational Plan & Budget Timetable
- Self Assessment against Cyber Security Guidelines for Local Government and Edward River Council
- Edward River Project Update
- Projects Update
- Endorsed the revised Terms of Reference for Council to adopt

The Meeting also received updates and presentations regarding:

- Introduction to Governance Safety and Risk team

- ARIC Actions
- Audit Action Register - Progress with Audit Recommendations

The ARIC Chair has also provided a letter to Council, outlining his views on the issues facing Council, from an audit, risk and improvement perspective, a copy of which is included as an attachment.

STRATEGIC IMPLICATIONS

The Committee provides information to Council for the purpose of improving Council's performance of its functions and keeps under review the Council's operations, in alignment with the recent regulatory amendments. The revised Terms of Reference for Council's Audit, Risk & Improvement Committee will provide a more focused approach to the independent assurance function of this Committee.

COMMUNITY STRATEGIC PLAN

5. Accountable leadership and responsive administration

5.1 Collaborative and Engaged

5.2 Financially sustainable

5.3 Professional Workplace culture

FINANCIAL IMPLICATIONS

Should the recommendation from the Committee to increase the membership to four independent members, the financial implications will be an additional estimate of \$6k, being the independent member fees, plus any incidental out of pocket expenses.

LEGISLATIVE IMPLICATIONS

Council is required to establish an Audit, Risk and Improvement Committee under the Local Government (General) Amendment (Audit, Risk and Improvement Committees) Regulation 2023.

ATTACHMENTS

**Attachment 1 - ECM_291356_v3_ Public Minutes for Audit Risk and Improvement Committee
Meeting 9-00 AM - Thursday 15 February 20(4)**



MINUTES

Audit, Risk and Improvement Committee Meeting

Thursday, 15 February 2024

**I hereby give notice that an Ordinary Meeting of Audit Risk and
Improvement Committee will be held on:**

Date: Thursday, 15 February 2024
Time: 9:00 AM
**Location: Council Chambers, Estates Building, 180 Cressy
Street, Deniliquin**

Philip Stone
Chief Executive Officer

| | |
|--|----|
| AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES THURSDAY, FEBRUARY 2024 | 15 |
|--|----|

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AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES THURSDAY, FEBRUARY 2024 15

1. OPENING MEETING

Meeting opened at 9.05am.

1.1. ATTENDANCE AND APOLOGIES

Present: Chief Executive Officer, Chair Mr Peter Rae, Mr Graham Bradley, Cr Harold Clapham, Mr John Tushuizen.

In attendance: Director Corporate Services, Acting Manager Governance, Safety and Risk, Executive Assistant Corporate Services, Governance Coordinator, Risk Coordinator, Mr Phil Swaffield (National Audit Group).

Attending virtually via Teams: Chief Financial Officer, Cr Linda Fawns, Cr Peta Betts.

Apologies: Director Infrastructure.

Moved: Mr John Tushuizen

Seconded: Cr Harold Clapham

RESOLUTION 2024/0215/1.1

That the apology from the Director of Infrastructure be received.

CARRIED

The order of business for the meeting was changed to move Confidential Matters, Item 2.1 to the end of the agenda to Item 8.

1.2. ACKNOWLEDGEMENT OF COUNTRY**1.3. DISCLOSURES OF INTEREST**

NIL

2. CONFIRMATION OF MINUTES**2.1. CONFIRMATION OF MINUTES OF ORDINARY MEETING 12 OCTOBER 2023 AND EXTRAORDINARY MEETING 12 SEPTEMBER 2023**

Moved: Mr John Tushuizen

Seconded: Cr Harold Clapham

RESOLUTION 2024/0215/2.1

The Audit, Risk and Improvement Committee approved the minutes of the previous meeting held on 12th October 2023 and the minutes of the Extraordinary meeting held on 12th September 2023 as a true and accurate record of those meetings.

CARRIED

3. RECORDING OF MEETING**3.1. RECORDING OF ARIC MEETINGS**

Moved: Mr Peter Rae

Seconded: Mr John Tushuizen

RESOLUTION 2024/0215/3.1

Page 3

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES THURSDAY, FEBRUARY 2024 15

The Audit, Risk and Improvement Committee:

1. Consented to the audio-visual recording of this and future meetings for the purpose of accurate minute-taking.
2. Consented to a statement being made at the commencement of each meeting by the chair that the meeting is being recorded and;
3. Noted that recordings will be considered an official record of the Council and will be stored, managed, and deleted upon confirmation of the minutes at the next scheduled meeting of the committee and in keeping with the requirements of the *NSW State Records Act 1998*.

Recording of the meeting commenced at 9.45 am.

CARRIED

4. INTRODUCTION OF GOVERNANCE, SAFETY & RISK TEAM**4.1. INTRODUCTION TO GOVERNANCE SAFETY AND RISK TEAM**

Moved: Mr Peter Rae

Seconded: Mr John Tushuizen

RESOLUTION 2024/0215/4.1

The Audit, Risk and Improvement Committee noted the current composition and members of the Governance Safety and Risk team.

CARRIED

5. ACTIONS ARISING**5.1. ARIC ACTIONS**

Moved: Cr Harold Clapham

Seconded: Mr Peter Rae

RESOLUTION 2024/0215/5.1

The Audit, Risk and Improvement Committee (ARIC) received and noted the report on the status of the actions arising from the Audit Risk and Improvement Committee meetings.

CARRIED

5.2. AUDIT ACTION REGISTER - PROGRESS WITH AUDIT RECOMMENDATIONS

Moved: Mr Graham Bradley

Seconded: Cr Harold Clapham

RESOLUTION 2024/0215/5.2

The Audit, Risk and Improvement Committee reviewed and discussed the Audit Action Register Progress with Audit Recommendations report.

CARRIED

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**AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES THURSDAY,
FEBRUARY 2024**

15

6. REPORTS FROM OFFICERS**6.1. OVERVIEW OF COUNCIL'S INSURANCE PORTFOLIO - 11AM TEAMS - DAMIEN
CONNELL, JLT RISK SOLUTIONS**

Mr Damien Connell was unable to attend the meeting and therefore no presentation was made.

6.2. ARIC ANNUAL SELF-ASSESSMENT

Moved: Mr Peter Rae

Seconded: Mr John Tushuizen

RESOLUTION 2024/0215/6.2

The Audit, Risk and Improvement Committee:

1. Completed their annual self-assessment
2. Committed to providing its annual self-assessment report to the Chief Executive Officer by the end of February 2024 to develop an action plan to address any issues identified.
3. Confirmed that the annual assessment will be provided to the Council meeting in March 2024.

CARRIED**6.3. INTERNAL AUDIT PROGRESS REPORT**

Moved: Mr Peter Rae

Seconded: Mr Graham Bradley

RESOLUTION 2024/0215/6.3

The Audit, Risk and Improvement Committee noted the internal audit progress report as presented to the meeting by National Audits Group.

CARRIED**6.4. PROPOSED INTERNAL AUDITS FOR 2024-25**

Moved: Mr Peter Rae

Seconded: Mr Graham Bradley

RESOLUTION 2024/0215/6.4

The Audit, Risk and Improvement Committee (ARIC):

1. Reviewed and discussed the proposed internal auditable areas from the Strategic Internal Audit Plan for the 2024-25 internal audit program.
2. Confirmed the auditable areas to comprise the Annual Internal Audit Program for 2024-25 as being a high-level review of Tax compliance (including Goods and Services Tax, Fringe Benefit Tax, Fuel Tax Credit, Payroll Tax if applicable) and a deep dive review of cyber security controls.
3. Recommend to Council the Annual Internal Audit Program for 2024-25 to be included in the Operational Plan and budget.

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AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES THURSDAY, FEBRUARY 2024 15**CARRIED**

Cr Harold Clapham left the meeting at 10.35 am.

The chair suspended the meeting for a break at 10.36 am and resumed the meeting at 10.47 am.

6.5. RISK MANAGEMENT FRAMEWORK UPDATE

Moved: Mr Peter Rae

Seconded: Cr Harold Clapham

RESOLUTION 2024/0215/6.5

The Audit, Risk and Improvement Committee noted the progress on the Risk Management Framework Review.

CARRIED**6.6. INFORMATION ON THE DECEMBER 2023 AMENDMENT TO THE LOCAL GOVERNMENT (GENERAL) REGULATIONS 2021 FOR AUDIT, RISK AND IMPROVEMENT COMMITTEES.**

Moved: Mr John Tushuizen

Seconded: Mr Graham Bradley

RESOLUTION 2024/0215/6.6

The Audit, Risk and Improvement Committee:

1. Received and noted the *Report on the Local Government General Amendment (Audit, Risk and Improvement Committees) Regulation 2023*, which gives statutory force to key elements of the guidelines.
2. Endorsed the updated Terms of Reference with minor changes in response to the legislative requirements.
3. Noted that the updated Terms of Reference will be presented at Council for adoption.

CARRIED**6.7. AUDIT, RISK & IMPROVEMENT COMMITTEE MEMBERSHIP RECRUITMENT UPDATE**

Moved: Mr Peter Rae

Seconded: Cr Harold Clapham

RESOLUTION 2024/0215/6.7

The Audit, Risk, and Improvement Committee (ARIC):

1. Discussed and agreed that the appropriate number of independent committee members for recommendation to Council, and to inform the budget process, is to be 4 members including the Chair.
2. Endorsed the proposed recruitment schedule
3. Endorsed the Expression of Interest information package for the recruitment of independent members for the next term of the Committee.

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AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES THURSDAY, 15
FEBRUARY 2024

CARRIED

6.8. DRAFT PROCUREMENT POLICY & PROCEDURE

Moved: Cr Harold Clapham

Seconded: Mr John Tushuizen

RESOLUTION 2024/0215/6.8

The Audit, Risk and Improvement Committee:

1. Reviewed and provided feedback on the Draft Procurement Policy
2. Reviewed and provided feedback on the Draft Procurement Framework Procedure

CARRIED

Manager Customer Experience joined the meeting at 11.14 am.

6.9. OPERATIONAL PLAN & BUDGET TIMETABLE

Moved: Mr Peter Rae

Seconded: Mr John Tushuizen

RESOLUTION 2024/0215/6.9

The Audit, Risk and Improvement Committee received and noted the 2024/25 Operational Plan and Budget timetable.

CARRIED

6.10. SELF ASSESSMENT AGAINST CYBER SECURITY GUIDELINES FOR LOCAL GOVERNMENT AND EDWARD RIVER COUNCIL

Moved: Mr Peter Rae

Seconded: Cr Harold Clapham

RESOLUTION 2024/0215/6.10

The Audit, Risk, and Improvement Committee noted and received the report on the Cyber Security Guidelines for Local Government and Edward River Council.

CARRIED

Manager Customer Service left the meeting at 11.37 am.

6.11. EDWARD RIVER VILLAGE PROJECT UPDATE

Moved: Mr Graham Bradley

Seconded: Mr Peter Rae

RESOLUTION 2024/0215/6.11

That the Audit, Risk and Improvement Committee noted the project update for the Edward River Village.

CARRIED

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES THURSDAY, FEBRUARY 2024 15

6.12. PROJECTS UPDATE

Moved: Mr Peter Rae

Seconded: Mr Graham Bradley

RESOLUTION 2024/0215/6.12

The Audit, Risk and Improvement Committee noted the Projects update.

CARRIED

7. GENERAL BUSINESS

Moved: Mr Peter Rae

Seconded: Mr Graham Bradley

RESOLUTION 2024/0215/7

The Audit, Risk and Improvement Committee received the resignation of Mr John Tushuizen, acknowledged and thanked him for his efforts and commitments during his term and noted his willingness to support the transition to the new committee.

The Director Corporate Services, Executive Assistant Corporate Services, Acting Manager Governance, Safety and Risk, Chief Finance Officer, Cr Peta Betts, Cr Linda Fawns, Governance Coordinator, Risk Coordinator, Mr Phil Swaffield left the meeting at 12.17 pm for Item 2.1 being confidential matters.

8. CONFIDENTIAL MATTERS**8.1. CONFIDENTIAL MATTERS**

Moved: Mr Peter Rae

Seconded: Mr John Tushuizen

RESOLUTION 2024/0215/8.1

The Audit, Risk, and Improvement Committee received a verbal update from the Chief Executive Officer on confidential matters.

CARRIED

9. CLOSE OF MEETING

Director Corporate Services, Executive Assistant Corporate Services, Governance Coordinator returned to the meeting at 12.01 pm.

Meeting closed at 12.18 pm.



AUDIT, RISK & IMPROVEMENT COMMITTEE TERMS OF REFERENCE



Audit, Risk & Improvement Committee
Terms of Reference
Corporate Services Directorate

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**Audit, Risk & Improvement Committee**Terms of Reference
Corporate Services Directorate**1. Introduction**

Edward River Council has established its Audit, Risk & Improvement Committee in compliance with section 428A of the *Local Government Act 1993*, the Local Government (General) Regulation 2021 and the Departmental Chief Executive's *Guidelines for risk management and internal audit for local government in NSW*.

These Terms of Reference set out the Committee's objectives, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

2. Objective

The objective of Edward River Council's Audit, Risk & Improvement Committee is to provide independent assurance to Edward River Council by monitoring, reviewing and providing advice about Council's governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.

3. Independence

The Committee is to be independent to ensure it has no real or perceived bias or conflicts of interest that may interfere with its ability to act independently and to provide Edward River Council with robust, objective and unbiased advice and assurance.

The Committee is to have an advisory and assurance role only and is to exercise no administrative functions, delegated financial responsibilities or any management functions of Edward River Council. The Committee will provide independent advice to Council that is informed by Council's internal audit and risk management activities and information and advice provided by staff, relevant external bodies and subject matter experts.

The Committee must always ensure it maintains a direct reporting line to and from Edward River Council's internal audit function and act as a mechanism for internal audit to report to the governing body and the Chief Executive Officer on matters affecting the performance of the internal audit function.

4. Authority

Edward River Council authorises the Committee, for the purposes of exercising its responsibilities, to:

- access any information it needs from Edward River Council
- use any Edward River Council resources it needs
- have direct and unrestricted access to the Chief Executive Officer and senior management of Edward River Council
- seek the Chief Executive Officer's permission to meet with any other Edward River Council staff member or contractor

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Audit, Risk & Improvement Committee

Terms of Reference
Corporate Services Directorate

- discuss any matters with the external auditor or other relevant external parties, and
- request the attendance of any employee at Committee meetings, and obtain external legal or other professional advice in line with Council's procurement policies and procedures.

Agenda reports, Information and other documents pertaining to the Committee are confidential and are not to be made publicly available. The Committee may only release Edward River Council information to external parties that are assisting the Committee to fulfil its responsibilities with the approval of the Chief Executive Officer, except where it is being provided to an external investigative or oversight agency for the purpose of informing that agency of a matter that may warrant its attention. The Minutes of Committee Meetings will be included in a report to the next available Ordinary Council Meeting.

5. Composition and tenure

The Committee consists of an independent Chair and two independent members who have voting rights and one non-voting councillor (and an alternative non-voting councillor to stand in the absence of the nominated councillor), as required under the *Local Government (General) Regulation 2021 as amended 1 December 2023 (the Regulation 2021)*

The governing body is to appoint the Chair and members of the Committee. Current Committee members are:

| | |
|--------|--|
| [name] | Independent Chair (voting) |
| [name] | Independent member (voting) |
| [name] | Independent member (voting) |
| [name] | Councillor member (non-voting) - cannot be the Mayor |
| [name] | Alternative councillor member (non-voting) – cannot be the Mayor – stands in when nominated councillor member is absent. |

All Committee members must meet the independence and eligibility criteria prescribed in the *Regulation 2021*

Members will be appointed for up to a four-year term. Members can be reappointed for one further term, but the total period of continuous membership cannot exceed eight years. This includes any term as Chair of the Committee. Members who have served an eight-year term (either as a member or as Chair) must have a two-year break from serving on the Committee before being eligible to be considered for appointment again. To preserve the Committee's knowledge of Edward River Council, ideally, no more than one member should retire from the Committee because of rotation in any one year.

The terms and conditions of each member's appointment to the Committee are to be set out in a letter of appointment. New members will be thoroughly inducted to their role and receive relevant training, information and briefings to assist them to meet their responsibilities.

Prior to approving the reappointment or extension of the Chair's or an independent member's term, the governing body is to undertake an assessment of the Chair's or Committee member's

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**Audit, Risk & Improvement Committee**Terms of Reference
Corporate Services Directorate

performance. Reappointment of the Chair or a Committee member is also to be subject to that person still meeting the independence and eligibility requirements.

Members of the Committee must possess and maintain a broad range of skills, knowledge and experience relevant to the operations, governance and financial management of Edward River Council, the environment in which Council operates, and the contribution that the Committee makes Council. At least one member of the Committee must have accounting or related financial management experience with an understanding of accounting and auditing standards in a local government environment. All members should have sufficient understanding of Edward River Council's financial reporting responsibilities to be able to contribute to the Committee's consideration of Council's annual financial statements.

6. Role

As required under section 428A of the *Local Government Act 1993* (the Act), the role of the Committee is to review and provide independent advice to Edward River Council regarding the following aspects Council's operations:

- compliance
- risk management
- fraud control
- financial management
- governance
- implementation of the strategic plan, delivery program and strategies
- service reviews
- collection of performance measurement data by Edward River Council, and
- internal audit.

The Committee must also provide information to Edward River Council for the purpose of improving Council's performance of its functions.

The Committee's specific audit, risk and improvement responsibilities under section 428A of the Act are outlined in Schedule 1 to this Terms of Reference.

The Committee will act as a forum for consideration of Edward River Council's internal audit function and oversee its planning, monitoring and reporting to ensure it operates effectively.

The Committee has no power to direct external audit or the way it is planned and undertaken but will act as a forum for the consideration of external audit findings.

The Committee is directly responsible and accountable to the governing body for the exercise of its responsibilities. In carrying out its responsibilities, the Committee must at all times recognise that primary responsibility for management of Edward River Council rests with the governing body and the Chief Executive Officer.

The responsibilities of the Committee may be revised or expanded in consultation with, or as requested by, the governing body from time to time.

**Audit, Risk & Improvement Committee**Terms of Reference
Corporate Services Directorate**7. Responsibilities of members****Independent members**

The Chair and members of the Committee are expected to understand and observe the requirements of the *Regulation 2021*. Members are also expected to:

- make themselves available as required to attend and participate in meetings
- contribute the time needed to review and understand information provided to them
- apply good analytical skills, objectivity and judgement
- act in the best interests of Edward River Council
- have the personal courage to raise and deal with tough issues, express opinions frankly, ask questions that go to the fundamental core of the issue and pursue independent lines of inquiry
- maintain effective working relationships with Edward River Council
- have strong leadership qualities (Chair)
- lead effective Committee meetings (Chair), and
- oversee Edward River Council's internal audit function (Chair).

Councillor member/s (and alternative councillor member)

To preserve the independence of the Committee, the councillor member of the Committee (and alternative councillor member) is a non-voting member. Their role is to:

- relay to the Committee any concerns the governing body may have regarding Edward River Council and issues being considered by the Committee
- provide insights into local issues and the strategic priorities of Edward River Council that would add value to the Committee's consideration of agenda items
- advise the governing body (as necessary) of the work of the Committee and any issues arising from it, and
- assist the governing body to review the performance of the Committee.

Issues or information the councillor member (or alternative councillor member) raises with or provides to the Committee must relate to the matters listed in Schedule 1 and issues being considered by the Committee.

The councillor member (or alternative councillor member) of the Committee must conduct themselves in a non-partisan and professional manner. They must not engage in any conduct that seeks to politicise the activities of the Committee or the internal audit function or that could be seen to do so.

If the councillor member (or alternative councillor member) of the Committee engages in such conduct or in any other conduct that may bring the Committee and its work into disrepute, the Chair of the Committee may recommend to Edward River Council, that the councillor member or alternative councillor member be removed from membership of the Committee. Where Edward River Council does not agree to the Committee Chair's recommendation, Edward River Council must give reasons for its decision in writing to the Chair.

**Audit, Risk & Improvement Committee**Terms of Reference
Corporate Services Directorate**Conduct**

All members of the Committee, including independent Committee members, are required to comply with Edward River Council's Code of Conduct.

Complaints alleging breaches of Edward River Council's Code of Conduct by a Committee member are to be dealt with in accordance with the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*. The Chief Executive Officer must consult with the governing body before taking any disciplinary action against an independent Committee member or councillor member in response to a breach of Edward River Council's Code of Conduct.

Conflicts of interest

Once a year, Committee members must provide written declarations to Edward River Council stating that they do not have any conflicts of interest that would preclude them from being members of the Committee. Independent Committee members are 'designated persons' for the purposes of Edward River Council's Code of Conduct and must also complete and submit returns of their interests.

Committee members and observers must declare any pecuniary or non-pecuniary conflicts of interest they may have in a matter being considered at the meeting at the start of each meeting or as soon as they become aware of the conflict of interest. Where a Committee member or observer declares a pecuniary or a significant non-pecuniary conflict of interest, they must remove themselves from Committee deliberations on the issue. Details of conflicts of interest declared at meetings must be appropriately minuted.

Standards

Committee members are to conduct their work in accordance with the *International Standards for the Professional Practice of Internal Auditing* issued by the Institute of Internal Auditors and the current Australian risk management standard, where applicable.

8. Work plans

The work of the Committee is to be thoroughly planned and executed. The Committee must develop a strategic work plan every four years to ensure that the matters listed in Schedule 1 are reviewed by the Committee and considered by the internal audit function when developing their risk-based program of internal audits. The strategic work plan must be reviewed at least annually to ensure it remains appropriate.

The Committee may, in consultation with the governing body, vary the strategic work plan at any time to address new or emerging risks. The governing body may also, by resolution, request the Committee to approve a variation to the strategic work plan. Any decision to vary the strategic work plan must be made by the Committee.

The Committee must also develop an annual work plan to guide its work, and the work of the internal audit function over the forward year.

**Audit, Risk & Improvement Committee**Terms of Reference
Corporate Services Directorate

The Committee may, in consultation with the governing body, vary the annual work plan to address new or emerging risks. The governing body may also, by resolution, request the Committee to approve a variation to the annual work plan. Any decision to vary the annual work plan must be made by the Committee.

When considering whether to vary the strategic or annual work plans, the Committee must consider the impact of the variation on the internal audit function's existing workload and the completion of pre-existing priorities and activities identified under the work plan.

9. Assurance reporting

The Committee must regularly report to Edward River Council to ensure that it is kept informed of matters considered by the Committee and any emerging issues that may influence the strategic direction of Edward River Council or the achievement of Council's goals and objectives.

The Committee's Chair, in consultation with the Committee, will provide an update to the governing body and the Chief Executive Officer of its activities and opinions after every Committee meeting.

The Committee's Chair, in consultation with the Committee, will provide an annual assessment to the governing body and the Chief Executive Officer on the Committee's work and its opinion on how Edward River Council is performing.

The Committee will provide a comprehensive assessment every Council term of the matters listed in Schedule 1 to the governing body and the Chief Executive Officer.

The Committee may at any time report to the governing body or the Chief Executive Officer on any other matter it deems of sufficient importance to warrant their attention. The Mayor and the Chair of the Committee may also meet at any time to discuss issues relating to the work of the Committee.

Should the governing body require additional information, a request for the information may be made to the Chair by way of a resolution. The Chair is only required to provide the information requested by the governing body where the Chair is satisfied that it is reasonably necessary for the governing body to receive the information for the purposes of performing its functions under the Local Government Act. Individual councillors are not entitled to request or receive information from the Committee.

10. Administrative arrangements**Meetings**

The Committee will meet at least four times per year, which may include a special meeting to review Council's financial statements.

**Audit, Risk & Improvement Committee**

Terms of Reference
Corporate Services Directorate

The Committee can hold additional meetings when significant unexpected issues arise, or if the Chair is asked to hold an additional meeting by a Committee member, the Chief Executive Officer or the governing body.

Committee meetings can be held in person, by telephone or videoconference. Proxies are not permitted to attend meetings if a Committee member cannot attend.

A quorum will consist of a majority of independent voting members.

Where matters are voted upon and the vote is tied, the Chair has the casting vote.

The Chair of the Committee will decide the agenda for each Committee meeting in consultation with Chief Executive Officer. Each Committee meeting is to be minuted to preserve a record of the issues considered and the actions and decisions taken by the Committee.

The Chief Executive Officer and the head of the internal audit function should attend Committee meetings as non-voting observers. The external auditor (or their representative) is to be invited to each Committee meeting as an independent observer. The Chair can request Edward River Council's Chief Financial Officer, Risk, Manager, Executive Team, senior managers, councillors, any employee or contractor of Council and any subject matter expert to attend Committee meetings. Where requested to attend a meeting, persons must attend the meeting where possible and provide any information requested. Observers have no voting rights and can be excluded from a meeting by the Chair at any time.

The Committee can hold closed meetings whenever it needs to discuss confidential or sensitive issues with only voting members of the Committee present.

The Committee must meet separately with the head of the internal audit function and Edward River Council's external auditor at least once each year.

Dispute resolution

Members of the Committee and Edward River Council's management should maintain an effective working relationship and seek to resolve any differences they may have in an amicable and professional way by discussion and negotiation.

In the event of a disagreement between the Committee and the Chief Executive Officer or other senior managers, the dispute is to be resolved by the governing body.

Unresolved disputes regarding compliance with statutory or other requirements are to be referred to the Departmental Chief Executive (Office of Local Government) in writing.

Secretariat

The Chief Executive Officer will nominate a staff member to provide secretariat support to the Committee. The secretariat will ensure the agenda for each meeting and supporting papers are circulated, after approval from the Chair, at least one week before the meeting and ensure that minutes of meetings are prepared and maintained. Draft minutes must be approved by the Chair and circulated within two weeks of the meeting to each member.

**Audit, Risk & Improvement Committee**Terms of Reference
Corporate Services Directorate**Filling independent Committee vacancies**

When an independent Committee member's term expires or their position on the Committee otherwise becomes vacant, Council will seek Expressions of Interest in order to fill the vacancy.

The invitation for suitably qualified individuals to nominate to become an independent member or Chair of the Committee will be posted on Council's website, and publicised in line with Council's usual recruitment protocols.

Expressions of interest received will be assessed against the published criteria, and a report will be provided to Council recommending appropriate appointment/s to the Committee. Appointment of independent Committee members will be by way of a resolution of Council.

Any unsuccessful candidate's Expression of Interest that is assessed to have met all of the published criteria will remain valid for a period of twelve months and be referred to in the event of further Committee vacancies during that time.

Resignation and dismissal of members

Where the Chair or a Committee member is unable to complete their term or does not intend to seek reappointment after the expiry of their term, they should give three months' notice to the Chair and the governing body prior to their resignation to allow Edward River Council to ensure a smooth transition to a new Chair or Committee member.

The governing body can, by resolution, terminate the appointment of the Chair or an independent Committee member before the expiry of their term where that person has:

- breached Council's Code of Conduct
- performed unsatisfactorily or not to expectations
- declared, or is found to be in, a position of a conflict of interest which is unresolvable
- been declared bankrupt or found to be insolvent
- experienced an adverse change in business status
- been charged with a serious criminal offence
- been proved to be in serious breach of their obligations under any legislation, or
- experienced an adverse change in capacity or capability.

The position of a councillor on the Committee can be terminated at any time by the governing body by resolution.

Review arrangements

At least once every Council term, the governing body must review or arrange for an external review of the effectiveness of the Committee.

These terms of reference must be reviewed annually by the Committee and once each Council term by the governing body. Any substantive changes are to be approved by the governing body.

Remuneration and payment of expenses incurred



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The independent Chair and independent members of the Committee shall be entitled to remuneration according to the following schedule:

- Chair - \$1,500 per meeting
- Independent member - \$1,000 per meeting

Reasonable travel-related costs will be reimbursed based on ATO rates. A Committee claim form will be provided to members, who are required to submit the claim form following Committee meetings.

11. Further information

For further information on Edward River Council's Audit, Risk & Improvement Committee, contact the Senior Governance Officer via email to council@edwardriver.nsw.gov.au or by phone: 03 5898 3000.

Reviewed by Chair of the Audit, Risk & Improvement Committee

[signed]

16 March 2023

Reviewed by Edward River Council in accordance with a resolution of the governing body.

[signed]

18 April 2023

Resolution: 2022/0418/11.1

Next review date: by the Committee in May 2024,
by Council in November 2024 (following the election of a new Council).

**Schedule 1 – Audit, Risk & Improvement Committee responsibilities****Audit****Internal audit**

- Provide overall strategic oversight of internal audit activities
- Act as a forum for communication between the governing body, Chief Executive Officer, senior management, the internal audit function and external audit
- Coordinate, as far as is practicable, the work programs of internal audit and other assurance and review functions
- Review and advise Edward River Council:
 - on whether Council is providing the resources necessary to successfully deliver the internal audit function
 - if Council is complying with internal audit requirements, including conformance with the *International Professional Practices Framework*
 - if Council's internal audit charter is appropriate and whether the internal audit policies and procedures and audit/risk methodologies used by Council are suitable
 - of the strategic four-year work plan and annual work plan of internal audits to be undertaken by Council's internal audit function
 - if Council's internal audit activities are effective, including the performance of the head of the internal audit function and the internal audit function
 - of the findings and recommendations of internal audits conducted, and corrective actions needed to address issues raised
 - of the implementation by Council of these corrective actions
 - on the appointment of the head of the internal audit function and external providers
 - if the internal audit function is structured appropriately and has sufficient skills and expertise to meet its responsibilities.

External audit

- Act as a forum for communication between the governing body, Chief Executive Officer, senior management, the internal audit function and external audit
- Coordinate, as far as is practicable, the work programs of internal audit and external audit
- Provide input and feedback on the financial statement and performance audit coverage proposed by external audit and provide feedback on the audit services provided
- Review all external plans and reports in respect of planned or completed audits and monitor Council's implementation of audit recommendations
- Provide advice to the governing body and/or Chief Executive Officer on action taken on significant issues raised in relevant external audit reports and better practice guides.

**Risk****Risk management**

Review and advise Edward River Council:

- if Council has in place a current and appropriate risk management framework that is consistent with the Australian risk management standard
- whether Council is providing the resources necessary to successfully implement its risk management framework
- whether Council's risk management framework is adequate and effective for identifying and managing the risks Council faces, including those associated with individual projects, programs and other activities
- if risk management is integrated across all levels of Council and across all processes, operations, services, decision-making, functions and reporting
- of the adequacy of risk reports and documentation, for example, Council's risk register and risk profile
- whether a sound approach has been followed in developing risk management plans for major projects or undertakings
- whether appropriate policies and procedures are in place for the management and exercise of delegations
- if Council has taken steps to embed a culture which is committed to ethical and lawful behaviour
- if there is a positive risk culture within Council and strong leadership that supports effective risk management
- of the adequacy of staff training and induction in risk management
- how Council's risk management approach impacts on Council's insurance arrangements
- of the effectiveness of Council's management of its assets
- of the effectiveness of business continuity arrangements, including business continuity plans, disaster recovery plans and the periodic testing of these plans.

Internal controls

Review and advise Edward River Council:

- whether Council's approach to maintaining an effective internal audit framework, including over external parties such as contractors and advisors, is sound and effective
- whether Council has in place relevant policies and procedures and if these are periodically reviewed and updated
- whether appropriate policies and procedures are in place for the management and exercise of delegations
- whether staff are informed of their responsibilities and processes and procedures to implement controls are complied with
- if Council's monitoring and review of controls is sufficient
- if internal and external audit recommendations to correct internal control weaknesses are implemented appropriately.

**Audit, Risk & Improvement Committee**

Terms of Reference
Corporate Services Directorate

Compliance

Review and advise Edward River Council of the adequacy and effectiveness of Council's compliance framework, including:

- if Council has appropriately considered legal and compliance risks as part of Council's risk management framework
- how Council manages its compliance with applicable laws, regulations, policies, procedures, codes, and contractual arrangements
- whether appropriate processes are in place to assess compliance.

Fraud and corruption

Review and advise Edward River Council of the adequacy and effectiveness of Council's fraud and corruption prevention framework and activities, including whether Council has appropriate processes and systems in place to capture and effectively investigate fraud-related information.

Financial management

Review and advise Edward River Council:

- if Council is complying with accounting standards and external accountability requirements
- of the appropriateness of Council's accounting policies and disclosures
- of the implications for Council of the findings of external audits and performance audits and Council's responses and implementation of recommendations
- whether Council's financial statement preparation procedures and timelines are sound
- the accuracy of Council's annual financial statements prior to external audit, including:
 - management compliance/representations
 - significant accounting and reporting issues
 - the methods used by Council to account for significant or unusual transactions and areas of significant estimates or judgements
 - appropriate management sign-off on the statements
- if effective processes are in place to ensure financial information included in Council's annual report is consistent with signed financial statements
- if Council's financial management processes are adequate
- the adequacy of cash management policies and procedures
- if there are adequate controls over financial processes, for example:
 - appropriate authorisation and approval of payments and transactions
 - adequate segregation of duties
 - timely reconciliation of accounts and balances
 - review of unusual and high value purchases
- if policies and procedures for management review and consideration of the financial position and performance of Council are adequate
- if Council's grants and tied funding policies and procedures are sound.

Governance

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Audit, Risk & Improvement Committee

Terms of Reference
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Review and advise Edward River Council regarding its governance framework, including Council's:

- decision-making processes
- implementation of governance policies and procedures
- reporting lines and accountability
- assignment of key roles and responsibilities
- committee structure
- management oversight responsibilities
- human resources and performance management activities
- reporting and communication activities
- information and communications technology (ICT) governance
- management and governance of the use of data, information and knowledge.

Improvement

Strategic planning

Review and advise Edward River Council:

- of the adequacy and effectiveness of Council's integrated, planning and reporting (IP&R) processes
- if appropriate reporting and monitoring mechanisms are in place to measure progress against objectives and the performance of Council in delivering its commitments
- whether Council is successfully implementing and achieving its IP&R objectives and strategies.

Service reviews and business improvement

- Act as a forum for communication and monitoring of any audits conducted by external bodies and the implementation of corrective actions (for example, NSW government agencies, Commonwealth government agencies, insurance bodies)
- Review and advise Edward River Council:
 - If Council has robust systems to set objectives and goals to determine and deliver appropriate levels of service to the community and business performance
 - if appropriate reporting and monitoring mechanisms are in place to measure service delivery to the community and overall performance
 - how Council can improve its service delivery and Council's performance of its business and functions generally.



Audit, Risk & Improvement Committee

Terms of Reference
Corporate Services Directorate

Progress and performance data and measurement

Review and advise Edward River Council:

- if Council has a robust system to determine appropriate performance indicators to measure the achievement of its strategic and operational objectives
- if the progress and performance indicators Council uses are effective
- of the adequacy of progress and performance data collection and reporting.



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Audit, Risk & Improvement Committee

Terms of Reference
Corporate Services Directorate

MANAGEMENT PRACTICE VERSION CONTROL

| | | | |
|----------------------------|--|---|----------------------|
| Title | Audit, Risk & Improvement Committee Terms of Reference | | |
| ECM Doc ID | 271486 | | |
| Date Adopted | | | |
| Responsible Officer | Senior Governance Officer (SGO) | | |
| Version Number | Modified By | Modifications Made | Date modified |
| V1 | SGO | Slight edits made following consultation with sitting ARIC | March 2023 |
| V2 | SGO | Content finalised | September 2023 |
| V3 | CR | Content updated to reflect passing of amendment to the Regulation and Guideline update. | January 2024 |



**Edward
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Self-assessment of the performance of the Audit, Risk and Improvement committee

Collective performance – does the Audit, Risk & Improvement Committee measure up?

To assess its effectiveness, the Audit, Risk and Improvement Committee is required to annually review what it has accomplished and whether it has fulfilled its responsibilities.

This questionnaire can be used in evaluating the performance and effectiveness of the Committee. Follow-up discussion is encouraged and the Committee should plan for further action as appropriate. The results of the evaluation should be discussed with the Committee and Council. Among the topics to consider are the composition of the committee, meetings, activities and relationships with Auditors and Council.

Questionnaire

The following questionnaire is provided for you to use in assessing the Committee's performance. You may find it useful to rate the extent to which you believe the committee complies with each statement, on a scale where 4 = outstanding (or yes, if applicable), and 1 = unsatisfactory (or no, if applicable). If the practice is not being followed or if the rating is below what you consider acceptable, space is provided to note actions you believe the Committee should take to raise performance. You might also want to use it to record any personal actions you wish to take.

| | Ratings | | 1 | 2 | 3 | 4 | N/A |
|---|---------|------|---|---|---|---|-----|
| 1. ARIC operates pursuant to the Terms of Reference and independent to Council, annual objective reviews are conducted of the Terms of Reference with suggested updates provided. | | | | | x | | |
| Comments/Actions: Review terms if reference annually | | | | | | | |
| 2. ARIC members have a clear understanding of the roles and responsibilities of the Committee as a whole and of its individual members. | | | | | | x | |
| Comments/Actions: Changes to the roles effective 1/7/204 and most likely changes tot the committee | | | | | | | |
| 3. ARIC ensures that it obtains the information required to carry out all the responsibilities outlined in its Terms of Reference. | | | | | x | | |
| Comments/Actions: Examples requesting further information about water licences ,Conargo Hall Bequest | | | | | | | |
| 4. ARIC operates in an atmosphere of openness and trust, where members feel free to speak their minds and pursue issues to a conclusion. | | | | | | x | |
| Comments/Actions: Comfortable with how the committee operates | | | | | | | |
| 5. ARIC submits an annual report on its activities, key issues and major recommendations to Council. | | | | x | | | |
| Comments/Actions :Needs to be better. Chair does report / present to Council on ad hoc basis | | | | | | | |
| 6. ARIC has an appropriate process for declaring and managing any potential, perceived or real conflicts of interest. | | | | | | x | |
| Comments/Actions: Annual Declarations need to be followed up | | | | | | | |
| 7. ARIC is the right size, bringing requisite knowledge, abilities and skills to the table. | | | | | x | | |

| | | Ratings | | | | | 1 | 2 | 3 | 4 | N/A |
|--|---|--------------|--|--|--|--|---|---|---|---|-----|
| Comments/Actions: 3 Independent and 1 council is good Current committee has a finance focus. Would be good to bring in independent expert (skills based) members as needs | | | | | | | | | | | |
| 8. | ARIC has at least one member who possesses the requisite level of financial reporting knowledge or who acquired such knowledge soon after joining the Committee. | | | | | | | | | | X |
| Comments/Actions: Strong on Finance | | | | | | | | | | | |
| 9. | ARIC members participate in some form of continuing education to fulfil their role, including about Council's Code of Conduct. | | | | | | | | | X | |
| Comments/Actions: | | | | | | | | | | | |
| 10. | ARIC holds a sufficient number of meetings, scheduled in advance each year, to address its responsibilities in a timely manner. | | | | | | | | | | X |
| Comments/Actions: Yes | | | | | | | | | | | |
| 11. | ARIC plans meetings of adequate length to allow the committee to accomplish its agenda, with time to discuss issues fully. | | | | | | | | | X | |
| Comments/Actions: | | | | | | | | | | | |
| 12. | ARIC holds meetings that are effective and ARIC members appropriately prepare for each meeting by reading the business paper. | | | | | | | | | X | |
| Comments/Actions: Issue getting hard copy in time for Meeting (G Bradley) Papers can be extensive and long – an executive summary In cases) may be a good improvement | | | | | | | | | | | |
| 13. | ARIC makes sure the right individuals/employees/consultants attend meetings, particularly those who can provide meaningful input on agenda items. | | | | | | | | | | X |
| Comments/Actions: | | | | | | | | | | | |
| 14. | ARIC maintains a productive relationship with the Executive and Council, maintaining open lines of communication and an ongoing dialogue. | | | | | | | | | X | |
| Comments/Actions: Chair catch ups with CEO and Dir Corp Services prior ARIC Meetings tro set agenda have been good | | | | | | | | | | | |
| 15. | ARIC reviews internal audit plans, ensuring appropriate internal audit coverage of key control areas and makes appropriate recommendations to the Head of Audit on any proposed changes to the internal audit plan. | | | | | | | | | X | |
| Comments/Actions: Internal Auditor attend ARIC. Internal audit is a new and evolving process. Follow up of recommendations is needed. ARIC have input to Internal Audit Program9Eg IT Focus) | | | | | | | | | | | |
| 16. | ARIC reviews the external audit scope (client service plan) and approach, ensuring members understand and are satisfied with the extent of audit work anticipated and the level of assurance obtained. | | | | | | | | | X | |
| Comments/Actions: 6-2023 completed on a timely basis 6-2022 was not acceptable – way too late getting finalised | | | | | | | | | | | |
| 17. | ARIC builds constructive professional relationships with both internal and external auditors, putting them at their ease when bringing up sensitive issues. | | | | | | | | | X | |
| Comments/Actions: This is a an area of concern. Never had an in person meeting with Audit office or Crowes. Have had Teams Meetings with Brad Bohan (Crowe).Only Correspondence with Audit Office is written letter | | | | | | | | | | | |

| | Ratings | | 1 | 2 | 3 | 4 | N/A |
|--|---------|------|---|---|---|---|-----|
| 18. ARIC discusses the performance of auditors in order to be in a position to recommend the auditors for re-appointment. | | | | | | | x |
| Comments/Actions: No Option – Ridiculous question | | | | | | | |
| 19. ARIC discusses with the Executive, and the External Auditors any significant accounting and reporting issues during the period as well as any Management letters and concurs with their resolution. | | | | | | | x |
| Comments/Actions: Yes – RFS Assets in good example | | | | | | | |
| 20. ARIC formally assesses whether the draft financial statements are complete and consistent with information known to the Committee. | | | | | | | x |
| Comments/Actions: Significant focus of this committee | | | | | | | |
| 21. ARIC discusses the audit results with the External Auditors and considers management's handling of proposed audit adjustments. | | | | | | | x |
| Comments/Actions: | | | | | | | |
| 22. ARIC oversees the periodic financial reporting process and reviews interim and annual financial statements in order to be in a position to recommend to Council the release of these financial statements. | | | x | | | | |
| Comments/Actions: Only Presented with annual statement no Quarterly reports tabled at ARIC. Do receive regular financial reports on Major Projects | | | | | | | |
| 23. ARIC has a reasonable knowledge of the scope of oversight responsibility in the areas of Council operations, accountabilities, risk management, internal controls, guidance material including fraud and compliance with laws and regulations. | | | | | | x | |
| Comments/Actions: | | | | | | | |
| 24. ARIC discusses audit results with the Internal and External Auditor, assesses how the Executive handles the weaknesses identified and the recommendations made. | | | | x | | | |
| Comments/Actions: Would like see more follow up on recommendations | | | | | | | |
| 25. ARIC has an understanding of the extent of controls testing by Internal and External Auditors, and effectively review whether recommendations made by Internal and External Auditors are implemented by Council. | | | | | x | | |
| Comments/Actions: Annual assessment is good process | | | | | | | |
| 26. ARIC has sufficient time and resources to carry out the responsibilities delegated to it by Council. | | | | | | x | |
| Comments/Actions: | | | | | | | |
| 27. ARIC regularly evaluates the performance of the Committee as a whole and its individual members, and takes decisive corrective action, if necessary. | | | | | | | |
| Comments/Actions: Annual assessment is good process | | | | | | | |
| 28. ARIC considers whether they are emerging issues that will demand it's attention going forward and is proactive in positioning itself to deal with them. | | | | | | | x |
| Comments/Actions: Special Rate Variation ,Edward River Village ,Airport Runway upgrade | | | | | | | |

Further comment

Remuneration for members is currently reasonable .

Council may need to increase payment to member should the time and work load commitment increase with the new ARIC Council Requirements

Personal information

Peter Rae



Chair

Edward River Council

ARIC

Date: 29th Feb 2024

Attachment 4 - ARIC LETTER-02292024091448

Peter Rae

PO Box 863

Deniliquin NSW 2710

peterrae1969@gmail.com

29 February 2024

Peta Betts

Mayor - Edward River Council

PO Box 270

Deniliquin NSW 2710

Re Self Assessment of the performance of the ARIC

Dear Peta

Please find attached the Self Assessment of the performance of the ARIC.

The timing of this is good given then term of the current committee is coming to an end as is the term of the current council with Elections in September this year.

For the record I would like list the following major issues that I see and significant and ongoing issues for the Edward River Council. These are purely through the ARIC lenses and I acknowledge the broader council have many other issue to deal with

1. Fleet Review - Fuel Tax Credits

- a. ERC has a substantial fleet of Plant and Equipment
- b. A cost benefit analysis for buy / hire **may** result in cost savings.
- c. I would like to see a review of have Fuel Tax credits are being claimed.
 - i. The Rebate for off road usage is currently 49.6 cents
 - ii. The On Road rate is 20.8 cents.
- d. It stands to reason the more fuel that can be claimed at the higher off road rate , the bigger the rebate received
- e. Ways to justify claiming a the higher rate include ,allowing for fuel use in ancillary equipment ,allowing for idling / stationary time.
- f. I have seen busines's that have installed software (Verizon) in the vehicle fleet being able to substantiate claiming at the higher off road rate.
- g. Amendments to Fuel Tax credit claims can be backdated up to 4 years ,provide they can be substantiated

2. Edward River Village

- a. I fully support this concept and the location is perfect
- b. I would be more comfortable as to the viability of the project once the accommodation units are sold and residents have moved in.
- c. It is early days and a long term project.
- d. Council need to closely monitor ERV Budget and financial performance
- e. The community centre and communal facility whilst in the masterplan are some way off and to my knowledge not funded.
- f. It is important that any grant funding avenues are sought to fund the community centre and communal facilities

3. Conargo Hall Cash

- a. This is an issue not of the councils making
- b. Council is holding the funds and need so show the cash as belonging to the council
- c. On the advice of ARIC this cash was added to the restricted cash reserves as at June 2023
- d. According to the accounting standards the acknowledgement of the cash was shown as a prior year adjustment (due to ambiguity as to the existence of and who controls the cash)
- e. If we get to a point when the funds (up to 3 million) are dispersed and moved from the councils "control" the 3.0 million will be an expense to the General fund and crucify the general fund.
- f. This will need to be communicated to users of the financial statements and media channels

4. Waste Fund

- a. I support the establishment of a separate waste fund
- b. There are community expectations as to how waste is managed but the council does not it have money tree.
- c. It is a juggle between the delivery of the service and the cost of doing so.
- d. A separate fund will shine the light on how waste is run and funded

5. IT – Cyber Risk

- a. This risk is ever present and the impact of an incident can be catastrophic
- b. I fully support a serious budget allocation to this area
- c. At an ARIC level we have moved this up the priority list when assessing internal audit topic.
- d. This area constantly need to be reviewed and updated as the risks (scammers, viruses) are changing just as fast.
- e. ARIC is comfortable with current processes but in reality are not IT experts .

6. Water Licenses

- a. This is an interesting topic
- b. The council holds a significant water allocation
- c. The exact type of license is not your normal "farmers" water license
- d. I know first hand that organizations such as the Deniliquin Golf Club and Deniliquin Racing Club receive water from the council .
- e. This is a huge benefit to these organisations and the broader community via visitation and enhancing "livability " for town residents
- f. From a finance point of view water raises two questions
 - i. We do not show in the council's balance sheet the value of the water licenses as an Intangible asset.
 - ii. Is there an opportunity to temporarily sale excess water?
- g. I would personally not like to see the council "sell" excess water at the expense of community groups or the town parks and gardens but if there is an opportunity to sell some excess water that should be looked at.

7. Rural Fire Services Asset Recognition

- a. ARIC , as do council , fully support the non recognition of the rural finance Services Red Fleet on the balance sheet of the Edward River Council
- b. This is the only significant audit issue that is being raised year on year
- c. Whilst the accounting treatment seems to be at a dead lock, council need to be aware that a qualified audit report may be the next step
- d. I am not sure what having a qualified audit opinion may have the broader finances of the council
- e. It may be a case of winning the battle but losing the war.

8. Management of cash reserves

- a. The council has substantial reserves and no debt which is an enviable position to be in but there is no room for complacency.
- b. I have suggested management that thought be given to investing some deposits at longer terms to guard against the risk of rates falling. I am not sure if that has been done but understand that workshop was to be scheduled to discuss this.
- c. ARIC was strong on having a professional manager handle the council cash and in my opinion they have done a good job.
- d. Interest rates certainly rose quickly but appear to have stabilized both for borrowing and deposits .The variable rates and fixed rates 1 year through to 5 are have a thin spread.
- e. Maximizing interest income will land largely on the general fund which add to the general fund performance (or reduce the deficit)
- f. Council should also spend some time looking at restricted cash reserves
 - i. ARIC made some recommendation as to cash restrictions and will continue to do so.
 - ii. The looming issue with Waste is a good example of allocating restricted cash to large items.
- g. A thorough analysis of the cash restriction needs will help determine the length that funds are invested
- h. It will also give a better understanding of councils realistic cash position

- i. For example You may be holding \$20 cash but if you have \$15 committed you really only have \$5.
- i. To determine what Unrestricted cash the council holds council need to have a realistic understanding of what cash is restricted.
- j. It follows that Restricted cash is higher than currently shown the unrestricted cash will be lower

Looking to the next ARIC Committee , I am intending on re applying but can's speak of the other members.

I would like to think that the ARIC committee is of value to both the council and rate payers.

Regards

A handwritten signature in black ink, appearing to be 'Peter Rae', written in a cursive style.

Peter Rae

12. REPORTS TO COUNCIL

12.1. WATER ADVOCACY PROPOSAL

Author: Executive Assistant

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council endorse the engagement of Seftons and Arche advisory to provide a response to the survey on the Draft Restoring Our Rivers Framework and adopt the submission and cover letter as attached to this report.

BACKGROUND

The Commonwealth Government has commenced and has released a document: Draft framework for delivering the 450 GL of additional environmental water (the Draft Framework). The Draft Framework has three programs:

1. Resilient Rivers Program – infrastructure projects, rules changes, land and water partnerships and other ways to recover water
2. Voluntary Water Purchase – purchase of water entitlements from willing sellers by the Commonwealth
3. Sustainable Communities Program – community adjustment assistance for Basin communities impacted by voluntary water purchase.

Draft community adjustment assistance principles include:

1. Support diversification and resilience
2. Place-based
3. Proportionality
4. Co-design
5. Strategic alignment
6. Transparency and integrity
7. Evidence-based

The Draft Framework states that community adjustment assistance will be made available alongside voluntary water purchase. It is proposed that a voluntary water purchase program for 2024 target entitlements outside of major irrigation networks. The Australian Government will seek to partner with Basin states to establish this program in the first half of 2024 and put mechanisms in place for regular community, industry and local government participation in developing practical approaches to minimise negative socio-economic impacts.

ISSUE/DISCUSSION

Following the adoption of the Edward River Council Advocacy Strategy in February 2024, Council has had further discussions with subject matter experts in the water and advocacy areas to determine:

1. Could council submit a meaningful response to the Draft Framework within time, and
2. Further enhance its advocacy strategy around water as a result of this work

These discussions produced a proposal from Seftons and Arche advisory to undertake work in developing a submission to the draft framework and recommends:

1. Engagement with the Draft Framework and its three programs:
 - a. Resilient Rivers Program
 - b. Voluntary Water Purchase
 - c. Sustainable Communities Program (SCP)
2. Input into the approach to avoiding water buybacks within the region.
3. Direct input into the design of implementation and regional structures for the SCP including the ability to assess equity between regions.
4. Representation on appropriate program management arrangements. A high degree of control around what it a suitable plan and process for the Murray Region and the ERC ratepayers.

This proposal was submitted for a commercial-in-confidence fee (less than \$30k) and opinions were sought from councillors as to the willingness to undertake this work operationally, make the submission to the draft framework prior to the next council meeting on 19 March 2024.

This report seeks retrospective endorsement of undertaking this work and adoption of the submissions to the draft framework.

STRATEGIC IMPLICATIONS

The Murray Darling Basin plan and amendments to the framework for delivering additional environmental water are strategic issues worthy of Council's consideration and policy development on behalf of its community.

COMMUNITY STRATEGIC PLAN

1. Shaping the Future
 - 1.1 Pristine natural environment
 - 1.2 Quality built environment
 - 1.3 Enhanced Active and Passive Open Spaces
 - 1.4 Sustainable Waste Management

FINANCIAL IMPLICATIONS

This work was undertaken utilising existing funds, but will be reported as a negative variation in the next Quarterly Budget Review Statement.

LEGISLATIVE IMPLICATIONS

Not applicable for Council.

ATTACHMENTS

1. Survey Response cover letter for draft framework.
2. Survey Response for draft framework.

Attachment 1 - Survey Response Cover Letter



**Edward
River**
COUNCIL

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T: 03 5898 3000 F: 03 5898 3029
council@edwardriver.nsw.gov.au
www.edwardriver.nsw.gov.au

ABN 90 407 359 958
Address all correspondence to:
General Manager, PO Box 270
Deniliquin NSW 2710

04 March 2024

Restoring Our Rivers:
Delivering the Basin Plan 2012
Draft framework for delivering the 450 GL of additional environmental water

ERC Submission

Introduction

Edward River Council welcomes the commencement of consultation on the *Draft framework for delivering 450GL of additional environmental water* (the framework). Given the criticality of the Murray-Darling Basin Plan (the Basin Plan) on the long-term socio-economic viability of towns and communities in the Edward River Council area, our response to the survey gives particular emphasis to the *Sustainable Communities Program*.

As home to Deniliquin and surrounding agricultural water reliant communities, we are at the forefront of looming adjustment pressure in the Murray-Darling Basin. This is in part due to our location within the Basin and the degree of interconnectivity with Basin management. Our region will also play a large part in achieving the environmental outcomes sought under the Basin Plan, with significant wetland and riverine environment located in the Murray Valley.

While our submission is focussed on community adjustment, we believe that a holistic approach is required across programs to ensure that transparency is both improved, but also that there are place-based solutions which should be tailored and curated, to ensure the most effective expenditure of monies.

We observe that there are five key learnings from past efforts to invest in adjustment in our part of the Basin:

1. Investments made in partnership with existing sectors that encourage adaptation are most effective. This approach can build on existing strengths as well as minimise the costs if a range of infrastructure and other ancillary assets are stranded or impaired.
2. Many government investments were outside the areas most effected and were for general planning and strategies. Monies should be made available for specific initiatives and to target issues which can unlock wider potential for benefit.
3. General grants programs that are assessed by third-party consultants can result in a suite of small projects which are not sustainable, targeted or relevant to the medium to long-term needs of impacted communities.
4. There has been an absence of targeted investment, training and purposeful support services as the impacts of water buybacks are not at a point of time, but over a 2-3 year period, as impacts materialise.
5. Our understanding is that where there have been improvements to the environment, that these outcomes have only occurred when directly linked to very targeted environmental watering, overseen by effective and robust land management.

All of these challenges point to the need to have local communities and industry actively involved in program design, delivery and ongoing decision making. It is important to note that the Edward River Council region operates with general security water and has a significant industry growing rice and other irrigated agriculture crops.

Sustainable Communities Program

Our key concern is that while the framework outlines the proposed deadline and principles it is silent on how a strategy will be developed at implemented across the Basin with timelines, responsibilities

Edward River Council

and actions. The integration process between the *Sustainable Communities Program* and renewed water recovery effort is unclear and concerning for Edward River Council communities. We request that government addresses this.

The strategy and governance arrangements for decision making and implementation with the Basin states should be transparent. Once these are scoped and input sought from Basin communities, discussions with Basin communities should commence on a cooperative and collaborative approach. In effect, this engagement needs to commence as soon as possible.

We consider the Edward River Council area to be most at risk from water recovery and thus requires a high degree of planning and engagement from Government with our communities and industry. At this stage we remain unsure of the role of various people and agencies across Government and request clarification and transparency on roles and responsibilities as a matter of urgency. The role of Commonwealth Government (those involved in water policy and implementation), the States and entities such as Regional Development Australia (RDA Murray region) are unclear and from our perspective do not seem to have been adequately canvassed.

We believe local governments, such as Edward River Council, should have a seat at the table in decision-making and we are concerned program design will be announced after this consultation process without our input on options for program design and implementation.

The program should be used as an opportunity to strengthen the Basin communities' contribution in the Government's decision making on the future of the Basin. Communities understand the need for change and are focused on finding solutions to the challenges at hand. They want to be involved in Government policy so they can strategically shape their own futures to enable mutually beneficial outcomes. One of the key outcomes of the 2020 Seftons report, *the independent assessment of social and economic conditions in the Basin*¹ was that communities were over-consulted and under-listened to and don't want policy decisions made without communities and industries input.

We also highlight that local Government, amongst other regional, industry and community stakeholders, are struggling with design and engagement capability under the Government's current approach. However, it is imperative that Government are prepared and engage with stakeholders efficiently and as early as possible. As such, government should examine program management arrangements and the resources to assist with the facilitation and design adjustment strategies.

Responses to other questions

We believe that voluntary water purchase program design should include a principle of avoiding negative third-party impacts on remaining water entitlement holders.

Alternative water recovery opportunities such as SDLAM, complementary works and offsets and land and water partnerships should be developed and finalised collaboratively as soon as possible to drive a focus on environmental outcomes across the Basin.

Next Steps

Edward River Council proposes that a design process commence in partnership with Edward River Council and other Basin communities as soon as possible, to provide direct input in the co-design of the *Sustainable Communities Program*.

Yours sincerely



Cr Peta Betts
MAYOR
Edward River Council

¹ mdba.gov.au/sites/default/files/publications/seftons-report-september-2020.pdf

Edward River Council

Attachment 1 - Observations

There are four broad categories of adjustment experiences:

- gradual industry decline, triggering a response at a point of time;
- industries in transition;
- sudden exogenous shocks to an industry or region; and
- new policy initiatives.

Management of adjustment pressures created by policies should be designed into the reform from the outset, not implemented after impacts have had become glaringly obvious.

The Australian Government has spent around \$6.7 billion in 2018 on bridging the gap, which includes purchasing water and investing in water-saving infrastructure.

In 2018 the Productivity Commission found that \$189 million had been provided through structural adjustment programs to support communities in adjusting to reduced water availability. There has been little to no funding of this type since. The programs were:

- Murray Darling Basin Regional Diversification Fund - around \$100 million;
- Strengthening Basin Communities program - around \$64 million; and
- South Australia River Murray Sustainability (regional development) – around \$25 million.

Some observation on these programs include:

- It is not clear if these programs targeted vulnerable communities (e.g., some regional centres Armidale, Orange, and Wagga Wagga) which are not reliant on irrigation received funding;
- There were no clear criteria for selection based on an agreed program objective; and
- There has been no direct review on program effectiveness.

Edward River Council

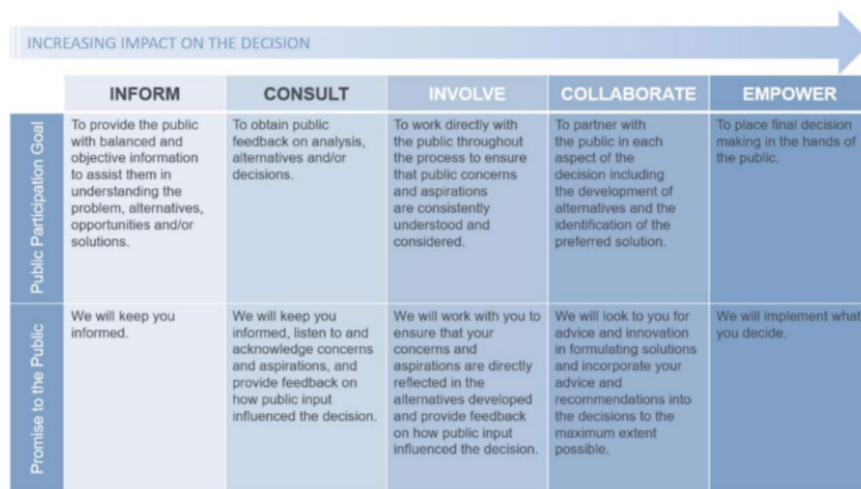
Attachment 2 – Engagement and Regional Advisory Committees

The following is provided as input into Design of Program design and Governance arrangements.

Articulate the role of regional communities

We note that in its submission to the Productivity Commission last year, Murray Irrigation Limited outlined an overview of how it considers the well-regarded International Association for Public Participation (IAP2) spectrum to apply to Basin Plan consultation and other key issues. Edward River Council supports this approach.

Figure 1 International Association for Public Participation Public Participation Spectrum



| | INFORM | CONSULT | INVOLVE | COLLABORATE | EMPOWER |
|----------------------------------|--|--|---|---|--|
| Public Participation Goal | To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions. | To obtain public feedback on analysis, alternatives and/or decisions. | To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered. | To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution. | To place final decision making in the hands of the public. |
| Promise to the Public | We will keep you informed. | We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. | We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision. | We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible. | We will implement what you decide. |

Source: [IAP2 Public Participation Spectrum - IAP2 Australasia](#)

Be clear with plans so others can plan

The Government should develop a water recovery strategy and clearly outline expected impacts and Government strategies to minimise these impacts at a regional scale. Once this is developed it should be shared with communities and they should clearly know how their feedback can shape policy outcomes.

Roles and responsibilities need to be clear and co-designed

Government should design effective consultation which puts communities at the heart of decision making, is targeted and aligns very specifically to the adjustments that need to occur for farmers to meet water recovery targets.

Edward River Council

Attachment 3: Steps required to develop a framework for adjustment

This information is provided as an outline of some of the key issues that Government should be considering for the design of a program.

This design and further detail and options is a matter of urgency to enable communities to engage and prepare for this Program.

Preliminary Steps

1) Comprehensive Impact Assessment:

Conduct a thorough assessment of the potential impacts of the water buyback program on various industries, communities, and stakeholders within the basin. This assessment should identify the most vulnerable regions and groups.

2) Stakeholder Engagement and Collaboration:

Engage all relevant stakeholders, including farmers, Indigenous communities, environmental organisations, local governments, and industry representatives. Collaboratively develop the adjustment program to ensure diverse perspectives are considered and to build ownership of the solutions.

3) Targeting Assistance - regions

The development of assistance should focus on enabling people in regional communities to adjust reductions in water.

Governments should focus on the people who reside in regions affected, rather than wider geographical areas. The assessments should be led by regional communities, be based on robust evidence, with transparent processes that take into account:

- the views and local knowledge of regional communities;
- the relative strengths (comparative advantage) of regions;
- feedback on whether programs and strategies targeting economic and social development are effective and delivering value for money; and
- Holistic assessment of a package, not small grants.

4) Developing strategies for successful transition and development

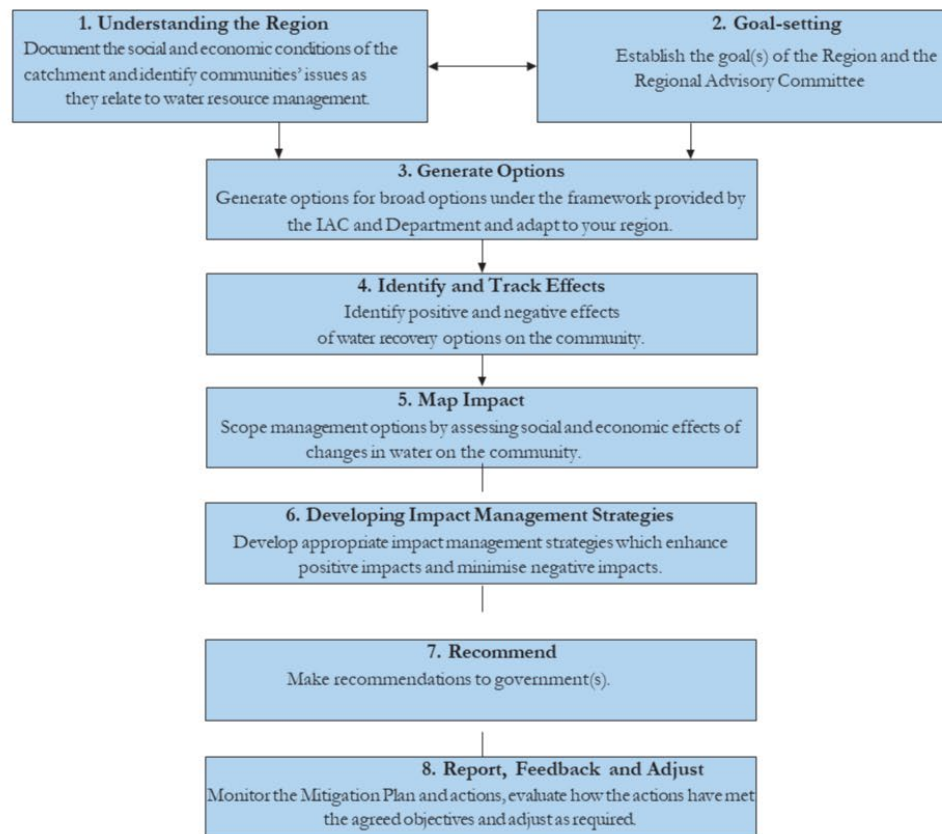
The governments will have a finite budget for structural adjustment. Generally, it is expensive and generally futile for governments to try to artificially create and maintain an advantage for a regional community where such an advantage does not inherently exist.

Strategies should:

- rigorous assessment framework;
- incorporating the views and knowledge of regional communities;
- identifying and supporting a region's relative strengths (comparative advantage);
- identifying any unnecessary regulatory impediments to people or businesses taking up economic opportunities, or relocating (either within, or to other regions);
- review opportunities to accelerate or prioritise affected areas; and
- considering the capabilities of people in regional communities and the region's connections with other regions and markets.

Edward River Council

Figure 2 Outline of steps in a community-based structural adjustment assessment



Draft Restoring our Rivers Framework

Take the survey

Climate

Response received at:
4 March 2024, 7:31am

Response ID:
sbm2c9e7814f687ee2057b68

- 1 Confirm that you have read and understand this privacy notice.
Yes
- 2 Please indicate how and if you want your submission published.
Public
- 3 Published name
Edward River Council
- 4 Confirm that you have read and understand this declaration.
Yes
- 5 First name
Phillip
- 6 Last name
Stone
- 7 Email
Philip.Stone@edwardriver.nsw.gov.au
- 8 Phone
0448 173 443

- 9 Who are you answering on behalf of?
Organisation
- 10 Organisation name
Edward River Council
- 11 What sector best describes you or your organisation?
Local government
- 12 What state or territory do you live in?
New South Wales
- 13 Postcode
2710
- 14 What area best describes where you live?
Regional area
- 15 Are you of Aboriginal and/or Torres Strait Islander origin?
No
- 16 1. Would the opportunity to lease back water entitlements from the Australian Government incentivise you to participate in water recovery programs that contribute to delivering the 450GL of additional environmental water?
Not answered
- 17 2. Would a lease period of three years be attractive?
Not answered
- 18 2b. If no, what lease period would be preferred and why?
Not answered

- 19 3. Would 3 years provide time to implement business adjustments to adapt to less water?

Not answered

- 20 4. Would you consider leasing your allocation to the Commonwealth for a period of up to 3 years?

Not answered

- 21 1. Please provide a description of your idea for a land and water partnership opportunity. What are you proposing?

Edward River Council strongly supports the establishment of a land and water partnerships program. There are multiple opportunities that we are aware of.

The Government has highlighted the advantages of this type of investment, for example the Gayini case study. We are also aware that much of the improvements in the environment have been the result of better targeted environmental watering. This watering needs to be complemented by effective land management. This has occurred in some public lands but there are many opportunities in private ownership that could benefit from a transfer to public ownership in some form, or through the striking of long-term agreements.

We note that it has been almost 10 years since the then Prime Minister Julia Gillard approved the decision to purchase the Gayni water and property. Given that this type of investment has been made in the past it should be a relatively simple step to establish a program to give due consideration to similar opportunities.

- 22 2. Who are you? (select one option)

Interested party

- 23 3. What is your catchment/river?

Not answered

- 24 4. What Water Right type do you hold? (e.g. high security, general security)?

Not answered

- 25 5. What is the volume of water proposed for consideration (in Megalitres)?
Not answered
- 26 6. Where is the land located?
Not answered
- 27 7. What is the current main use of the land?
Not answered
- 28 8. What is the area of land proposed for consideration for sale (in hectares)?
Not answered
- 29 What are the values, benefits, and outcomes for constraints relaxation?
Not answered
- 30 Area available (hectares)
Not answered
- 31 What are the values, benefits, and outcomes for enhanced environmental and nature positive outcomes?
Not answered
- 32 Area available (hectares)
Not answered
- 33 What are the values, benefits, and outcomes for First Nations?
Not answered
- 34 Area available (hectares)
Not answered

- 35 What are the values, benefits, and outcomes for Protected Areas?

Not answered

- 36 Area available (hectares)

Not answered

- 37 Are there any other values, benefits, and outcomes of packaging as a land and water partnership, or any other matters you would like to comment on?

Not answered

- 38 Area available (hectares)

Not answered

- 39 1. Do you have any feedback on the potential criteria we could use to guide land and water purchase or partnership investment decisions?

The set of criteria to guide land and water purchase should be primarily its contribution to Basin Plan outcomes. This should also consider the scope for environmental improvement if managed solely for the purposes of environmental improvement in an integrated manner with environmental water holders.

It should be noted that wetlands on private lands have a lower degree of protection and investments that raise this level of protection and improve its management should be considered a net improvement.

We would strongly argue that Basin Plan objectives encompass Indigenous outcomes and land and water purchase programs should actively seek opportunities to lift the level of Indigenous ownership akin the Gayini example.

- 40 2. Is there any other information you wish to share that might help us in considering a potential land and water purchase program or partnership?

Not answered

- 41 1. What are key lessons learned from previous water recovery

programs that can inform practical approaches to minimising socio-economic impacts in the future?

A range of studies have found that water recovery associated with the Basin Plan has had an impact on agriculture and Basin economies (MDBA Basin Plan Evaluation 2020).

The impacts have varied spatially and over time depending on the types of farm enterprises in an area and seasonal conditions.

The MDBA and Seftons found that some smaller communities and economies with greater dependence on irrigation have been adversely affected by the water reforms where this has contributed to irrigation declined. Larger towns and regional centres have been somewhat buffered by their more diverse economies.

We have both types of communities in our wider area. We also understand that the movement of water from our area has had a negative impact through high water delivery charges and there are flow-on impacts to business and wider community confidence and investment. Having improved understanding of implications for local and regional agriculture and economies along with a better and more structured communicated plan in place for a particular region would enable efficient adaptation, access to innovations in agriculture and mitigation of impacts that is closely linked to the communities impacted.

42 2. How can local knowledge be captured and applied to develop practical approaches to minimising socio-economic impacts in program design and delivery?

We believe that the notion of knowledge capture in this situation is a misguided approach. It illustrates a top-down Government approach with limited consultation and check-ins as a method for program delivery.

We would encourage Government to design and establish program governance at a whole of Basin, State and regional level that can be tailored and targeted and used to engage appropriately with communities.

We have a strong view that major consultancies using ABS data at an LGA level (or above) will not lead to relevant and effective strategies to understand, avoid and mitigate socio-economic impacts.

Having a structured and a communicated plan in place for a particular region would enable efficient adaptation, access to innovations in agriculture and foster industry development.

To this end we urge the Government to identify the relevant parties at regional levels to establish working groups to design program arrangements around the Sustainable Communities Program in particular. A written survey can only be useful in providing ideas into a more substantive engagement and design process that can work with and for local communities.

In proposing the development of a Regional Advisory Committee process that is fit-for-purpose and if not, at least based on current State and regional development structures. These structures are very wide and are grounded in a model of strategic investment in key projects and grants that aim to support incremental advancement in regional economies over time.

The threat to some Basin Communities that are already struggling and are facing significant dislocation required a strategic, targeted and communicated approach.

We are not proposing that the process is rigid, but we provide an indicative sequence of steps which a Regional Advisory Committee and the Government should broadly follow in succession. We also see a role for an overarching Independent Advisory Committee to provide technical advice to the Regional Advisory Committee and also secretariat support for each committee.

We also observe that though lessons of the past have some relevance, the sector has changed and there was little coordinated targeted structural adjustment expenditure. What this means is that stocktake of structural adjustment across the sector is important now more than ever. There is little evidence to show that economies have transitioned or to demonstrate what initiatives are working, to the extent such examples exist.

The Productivity Commission (2024) found that 'evaluation of adjustment assistance is not generally done well, but the available evidence suggests assistance is typically more effective where it leverages the competitive strengths of the local community and is well integrated with prevailing regional development strategies and frameworks.'

See more in Attachment One of supporting material.

43 1. Do you have any feedback on the draft program principles?

The Sustainable Communities Program should be considered as part of the whole suite of issues, water recovery and adaptations options available to Government when seeking the 450 and any make-good volume as part of the 605 SDLAM process. These impacts are likely to be significant and it should be noted that much of the water recovery to date, in

line with ABARES analysis leading up to the Basin Plan, has been of low value. The impact of volumes recovered is not linear and the impacts of the remaining 450 GL and any SDLAM shortfall will be greater than the past and some viability tipping points will be reached.

The principles are a reasonable starting point for program design, however, a clear objective for the whole program and the SCP in meeting this objective is critical.

A goal of good community adjustment should be to avoid significant social dislocation and ensure that haphazard or drip-fed information results in poor adaptive responses.

Under the draft framework there are many options and permutations regarding implementation that could result in very different outcomes for our region and industries.

To meet this goal a hierarchy of government actions is important:

- a. Understanding potential impacts
- b. Avoiding impacts
- c. Targeting impacts
- d. Mitigating impacts (a role for structural adjustment)
- e. Managing impacts (a role for structural adjustment)

We would also like to make comments on each of the principles in turn.

1. Support diversification and resilience

- Support transition of regional communities to prepare for a future with less water.
- Focus on job creation and sustainable economies.

Comment: Structural adjustment assistance rather than compensation is critical for regional well-being. We would note that this principle does seem very general and that structural adjustment in cases where there is a significant disruption to an industry (eg forestry access, mine or factor closure, loss of quotas and water recovery) should be targeted and address identified issues and social issues.

Programs should provide a greater repertoire of actions, and place emphasis on recovery actions rather than mere financial compensation, which could be applied in ways that do not assist adjustment or have regional flow-on benefits.

Observations on implementation: It is unclear what transition means in this context.

2. Place based

Comment: Structural adjustment assistance rather than compensation is critical for regional well-being. We would note that this principle does seem very general and that structural adjustment in cases where there is a significant disruption to an industry (eg forestry access, mine or factor closure, loss of quotas and water recovery) should be

targeted and address identified issues and social issues.

Programs should provide a greater repertoire of actions, and place emphasis on recovery actions rather than mere financial compensation which could be applied in ways that do not assist adjustment or have regional flow-on benefits.

Observations on implementation: It is unclear what transition means in this context.

Giving effect to place based requires a high degree of engagement with local representatives, impacted business and parties.

3. Proportionality

- Investment to each state proportional to water purchased.

- Investment in each community proportional to impacts observed.

Comment: Proportionality is a worthwhile principle. It will however be important what is measured to judge proportionality. Volumes of water recovered will be one factor, however, the context and even the presence of alternatives will impact the 'need' for any adjustment assistance. The above approaches are not internally consistent.

Observations on implementation: It will need to be very clear how proportionality is expanded to consider a community or regions, vulnerability, or resilience to additional water recovery. In addition, it should be clear to what that means for program implementation. The principle should not be used as shorthand for allocating program funds across the areas mirroring water volumes as suggested for the States. The goal should be avoiding and mitigating impacts and ultimately assisting people adjust.

The role of trade is a confounding factor when considering this issue.

3. Co design

- Co² design across government.

- Consultation with communities, First Nations, local government, and regional industries.

Comment: Co-design is important. Examining the issues associated with co-design across three levels of Government effort is required on all parts of Government and with key stakeholders to ensure that processes are fit for purpose. We are extremely concerned about a scenario in which the State Government is co-designing on behalf of regions without any discussion and/or feedback.

The word consultation against co-design with Government is telling and (see the IPP

Observations on implementation: Co-design can only happen if there are suitable processes, forums and decisions for a design of the process. We would encourage the government to co-design these opportunities as soon as possible.

5. Strategic alignment

- Consistent with Commonwealth Regional Investment Framework.

- Aligned with regional and First Nations' priorities and plans

Comment: Strategic alignment is a useful starting point for the consideration of adaptation and options. It should be clear to everyone that wider regional development strategies have been developed for other purposes.

We welcome the holistic approach outlined under the Commonwealth Regional Investment Framework. We note that it focuses on 'putting people at the forefront of growth, with local voices influencing decision making' and also highlights the role of targeted investment in skills, education and training.

Observations on implementation: Strategic alignment should be a 'soft' test on strategies and options as in a dynamic environment the ultimate test of interventions should be: do they meet objectives and are they value for money?

6. Transparency and integrity

- Clear outcomes and objectives, and value for money.
- Transparency through administration and evaluation

Comment: We strongly support this principle and would like to play a role along with other local governments and stakeholders to outline clear regional outcomes and objectives.

Observations on implementation: We note that the assessment of value for money will require the development of a consistent process and require some third party or assessment that all can agree across initiatives. This could be a role for regional secretariats with technical oversight from the Commonwealth or State. We would expect that aligned with the principle of proportionality, there would be some level of autonomy of decision making at a local level.

7. Evidence based

- Underpinned by agreed evidence and data.

Comment: We strongly support this principle.

Observations on implementation: We make a similar point to the above that this will require the development of a consistent process and assessment across a potentially diverse range of strategies and projects.

Further to commentary regarding the community adjustment principles, we suggest that the following principles are also added:

- 8) Processes for resources planning stage and management should be clear and committed.
- 9) Information should be shared across those working on structural adjustment in response to water recovery impacts
- 10) Program duration should enable due consideration and assessment of opportunities and respond to on-going impacts into the medium term.

44 2. What are key lessons learned from previous community adjustment assistance programs that can inform the delivery of the proposed Sustainable Communities Program?

There is little evidence to indicate that structural adjustment programs that have been rolled out are effective at supporting communities adjust to the Basin Plan. The Productivity Commission found that assistance was not targeted to those areas considered most vulnerable to the Basin Plan and some projects did not provide community assistance.

Any future program needs to be effective and efficient. A program must be integrated with water recovery strategy and implementation and requires significant co-design effort with regional stakeholders.

Strategy for the Sustainable Community Program should place a focus on change management. The intention should be enable individuals, industries, businesses and areas to restructure to accommodate to, and take advantage of changing circumstances. This in itself, should drive holistic and industry wide responses.

We believe that regional areas should be allowed to design and adopt an informed, participatory, planning approach in deciding how to apply structural adjustment, aiming for a high quality of informed decisions and high ownership of outcomes. This did not occur previously where the Commonwealth ran top-down grant programs or provided large direct investments in infrastructure.

- 45 3. What kind of investments in communities do you believe would mitigate potential impacts of water purchasing?

This question should be answered as part of the regionally informed processes.

- 46 1. Do you have any other feedback on the draft framework to support delivery of the 450 GL target by 2027?

See comments attached for further information.

- 47 Have you removed any identifying from your attachments?

Not answered

- 48 Upload supporting file

ERC Survey Response Cover Letter.2f15f0d0dc8c3.pdf

- 49 Upload supporting file

Not answered

- 50 Upload supporting file
Not answered

12.2. PROCUREMENT POLICY

Procurement Policy

Author: Chief Financial Officer

Authoriser: Director Corporate Services

RECOMMENDATION

That Council adopt the updated draft Edward River Council Procurement Policy.

BACKGROUND

A procurement audit was completed in 2023 which recommended a review of our current policy and procedures including current procurement thresholds. As a direct result of this, an updated policy and procedure have been developed.

ISSUE/DISCUSSION

In accordance with recommendations contained within the procurement audit, a draft updated Procurement Policy has been developed. The draft policy and procedures have been reviewed and endorsed by the Audit Risk & Improvement Committee at the February 2024 meeting and presented to Councillors for their review and discussion at the Councillor briefing on 4 March 2024.

Work has been completed in the establishment of a new procurement framework to better support the organisation in its procurement practices. The newly designed framework provides detailed procedures, guidelines and templates to ensure consistent procurement practices are delivered across the organisation and that they are in line with both legislative requirements and best practice to ensure value for money for the community.

This policy has been developed to address specific recommendations from the audit and will enable more efficient, compliant procurement practice within the organisation.

STRATEGIC IMPLICATIONS

This policy coupled with the associated procurement framework, procedure and training, will provide the tools necessary for staff to procure goods and services that deliver good value for money in an ethical and legally compliant manner.

COMMUNITY STRATEGIC PLAN

5. Accountable leadership and responsive administration

5.1 Collaborative and Engaged

5.2 Financially sustainable

5.3 Professional Workplace culture

FINANCIAL IMPLICATIONS

There are no direct financial implications of implementing this policy.

LEGISLATIVE IMPLICATIONS

The Procurement Policy has been written in accordance with the requirements of Section 55 of the *Local Government Act 1993* and Part 7 of the *Local Government (General) Regulation 2021*.

ATTACHMENTS

1. Procurement Policy



PROCUREMENT POLICY

1. Scope

This Policy applies to all procurement activities at Edward River Council (Council) and is binding upon all Councillors, staff, contractors, and consultants while participating in the Procurement of goods and/or services on behalf of Council.

2. Purpose

The purpose of this Policy is to define the principles to which Council will conduct itself during Procurement activities ensuring compliance with the Local Government Act 1993 (the Act), Local Government (General) Regulation 2021 (the Regulation) and other relevant legislation applicable to procurement and tendering of goods and services.

3. Definitions

Procurement includes the end-to-end activities related to purchasing goods and services such as identifying the need, planning, awarding, contract management and disposal. Establishing a procurement framework allows Council to establish processes for consistent and effective delivery of services whilst demonstrating value for money to the community.

Purchasing means the actual purchasing of goods and services.

Value for Money as detailed by the Tendering Guidelines for NSW Local Government, value for money is determined by considering all the factors that are relevant to the proposed procurement and may include: experience, quality, reliability, timeliness, service, risk profiles plus initial, ongoing and disposal costs. These are all factors that can make a significant impact on benefits and costs. Value for money does not automatically mean the 'lowest price'. Value for money is a comparison of the apparent benefits of the proposed procurement activity with the whole-of-life costs.

Council Officials/Officers can include Councillors, Council employees, administrators, Council committee members, conduct reviewers and delegates of Council.

Conflict of Interest may exist where a reasonable and informed person would perceive that they could be influenced by a private interest when carrying out their public duty.

Local Supplier is defined as a supplier with a business/registered office within Councils' Local Government Area (LGA) and/or has a place of business within the Council LGA which primarily employs residents or ratepayers within the Council LGA.

4. Relevant legislation and associated documents

Local Government Act 1993

Local Government (General) Regulation 2021

(The requirements for tendering are prescribed under section 55 of the Act and in Part 7 of the Regulation).

Modern Slavery Act 2018

Independent Commission Against Corruption Act 1988

Government Information (Public Access) Act 2009

Competition and Consumer Act 2010 (Cth) and the Fair-Trading Act 1987 (NSW)

Associated documents

Code of Conduct

Business Ethics

Office of Local Government Tendering Guidelines for NSW Local Government.

Council guidelines, procedures, and work instructions

Council Delegations of Authority.

Corporate Credit Card Policy

5. Policy Statement

Council is committed to ensuring that all procurement activities are undertaken in a robust and systematic manner that is consistent with its legal and ethical obligations.

Council will ensure value for money through a balanced whole-of-life evaluation that includes consideration of financial, social, ethical, local economic and environmental factors.

Council will deliver on our commitment to procurement that meets operational requirements and achieves the highest commercial and sustainable outcomes through the application of the principles and objectives of this policy.

Only authorised persons may approve procurement of goods or services on behalf of Council. Council officers are authorised through instruments of delegation in accordance with *the Act*, as outlined in Council Delegations of Authority.

Modern Slavery is defined in the Modern Slavery Act 2018 (NSW) as any conduct constituting a Modern Slavery offence within the meaning of that Act and any conduct involving the use of any form of slavery, servitude or forced labour to exploit children or other persons taking place in the supply chains of organisations.

Council recognises that **Modern Slavery** is a serious violation of an individual's dignity and human rights. Exploitative practices including human trafficking, slavery, servitude, forced labour, debt bondage and forced marriage are all considered modern slavery and are serious crimes under Australian law.

Council will not knowingly engage with suppliers engaged in **Modern Slavery** practices.

6. Guiding Principles

i. Value for money

The procurement method must be cost effective and efficient. Regard must be given to all relevant costs and benefits over the whole of life (total cost of ownership) from the sourcing of raw materials to disposal/recycling/remanufacturing of the goods or services being procured.

Demonstrating value for money does not necessarily mean selecting the lowest quoted price. Purchasing decisions will be assessed on a value for money basis whilst considering non-price factors for example fit for purpose, quality, timely delivery, service, and support. Value for money represents the best return and performance for total spend over the entire life of the good or service.

Value for money may consider broader objectives of Council in areas such as business and industry development, environmental protection, energy conservation and occupational health and safety.

ii. Probity, ethics, and fairness

Demonstrated application of open, fair, transparent, and ethical behaviour in procurement processes to encourage suppliers to work with Council.

Council Officials will act with honesty, integrity, diligence, and a high degree of care in their procurement processes.

Council will not knowingly enter into procurement processes with contractors or suppliers who demonstrate an inability to adhere to Council's values or who fail to meet the requirements of Council's policies, procedures, and associated documents.

Council's procurement will advance the interests of the Council and attain a high level of professionalism and creditability. Council strives to be fair by ensuring its processes are appropriate and demonstrates this by being open, transparent, and accountable.

It is Council's responsibility to give all prospective contractors and suppliers fair and equitable consideration to conduct business with Council. All prospective contractors and suppliers must be given equal access to information and equal opportunity to clarify what is being sought.

Council shall encourage and maintain competition by ensuring that there is minimal reliance on a single contractor or supplier where practical.

Council officials must avoid or appropriately manage any conflicts of interest and must refer to Council's Code of Conduct for guidance. A conflict of interest includes, but is not limited to, any pecuniary or non-pecuniary interests held by Council officials which may influence, or be seen to influence, the outcome of a procurement process.

iii. Accountability and transparency

Procurement activities are conducted in accordance with legislation and Council policies where all persons are responsible for the actions and decisions they take in relation to Procurement and for the resulting outcomes.

iv. Risk management

The principles of risk management are to be appropriately applied at all stages of Procurement activities, which will be properly planned and implemented in a manner that will protect and enhance Council's capability to prevent, withstand and recover any adverse consequence to Council.

v. Sustainability (social, economic, and environmental)

To support socially and ethically responsible procurement, Council will investigate the circumstances in which the goods and services are provided for Council use by establishing if contractors or suppliers promote socially and ethically responsible practices.

Sustainability includes maintaining and enhancing the community's quality of life, for both current and future generations, through a balance of economic viability, environmental conservation and restoration and community wellbeing. Council will assess proposals to determine commitment to environmental sustainability through whole of life considerations.

7. Objective

The objective of the Policy is to ensure that Council's procurement practices:

- make efficient and effective use of Council's and Council's supplier's resources;
- are compliant with legislation;
- improve the local amenities of our community and are socially responsible;
- foster local economic development and business sustainability through Procurement practices;
- support Australian markets for sustainable products and services;
- improve Council's on time payment record and cash management;
- ensure Council and its staff act within their delegations and are accountable for decision making in procurement.

8. Content

Tender and Quotation

All tender and quotation processes shall be conducted in accordance with the Act, the Regulation, this policy, associated guidelines and procedures, and applicable legislation.

Strategic Procurement

Council's procurement is based on the principles of Strategic Procurement. Planning for an individual procurement activity will include consideration of collaborative procurement opportunities accessing suppliers under existing contracts and analysis of alternative contract models.

Benefits to Council may be gained by joining with member Councils of the Riverina and Murray Joint Organisation (RAMJO) for a collaborative approach to market for procurement activities when consolidated are attractive to larger specialised organisations.

Exemptions

The following circumstances are exempt from the general tender, proposal, quotation and expression of interest requirements. Use of any exemption must be endorsed in accordance with the approved Financial Delegations.

| Exemption Name | Explanation, Limitations, Responsibilities and Approvals |
|--|--|
| A contract made because of genuine emergency or hardship | Where the Council or CEO has resolved that the contract must be entered into because of an emergency (e.g. to provide immediate response to a natural disaster) or where the NSW Government has declared a State of Emergency. |
| A contract made with, or a purchase from a contract made by another government entity, government-owned entity or other approved third party | This general exemption allows engagements with another government entity or government owned entity. For example, Federal, State or Local Government or an entity owned by the Federal, State or Local Government. Contracts and arrangements established by another government entity, local authority or local government group purchasing scheme, Local Government Procurement (LGP) or National Procurement network members (e.g. Local Buy, Procurement Australia). |
| Traditional Owners | Engagement of Traditional Owners where the primary purpose of the procurement activity is to gather information relating to Aboriginal culturally sensitive issues, including land management considerations pursuant to the Aboriginal Heritage Act |
| Exemption from Public Tendering | Where the contract is entered into in accordance with arrangements approved by the Minister, where Council must demonstrate to the Minister for Local Government that it is not a viable option to undertake a public tender |
| Extension of contracts while Council is at market | Allows Council to extend an existing contract where the procurement process to replace the contract has commenced, and where the tender process or negotiations will take or have taken longer than expected. This exemption may be used when the establishment of an interim short-term arrangement is considered not to be in the public interest, as it may be cost prohibitive and/or present a risk in the delivery of critical public services to the municipality. Contract extensions applied during a procurement period should not exceed 6 months |
| Professional services unsuitable for tendering | Insurance, Legal Fees |



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| | |
|--|--|
| Novated Contracts | Where the initial contract was entered into in compliance with the Act and due diligence has been undertaken in respect to the new party |
| Information technology resellers and software developers | Allows Council to renew software licenses, maintenance and support, or upgrade existing systems, (where a public tender was completed for the original contract) and there is only one supplier of the software, who holds the intellectual property rights to the software. |
| Utility Companies | When utility authorities are required to undertake work on their assets |
| Operating & Finance Leases | Where a lessor leases an asset (generally a vehicle or plant and equipment) to Council and assumes the residual value risk of the vehicle |

Ad-hoc Exemptions from Procurement Requirements

Council has not determined any additional general exemptions to the quote and tender threshold beyond those detailed in this Policy.

If a Council officer is prevented from inviting the minimum number of quotations required (e.g. exclusive supplier, specialised good/service), they must document the facts and reasoning to support the deviation from Policy and demonstrate that it is the best interests of the community to do so.

All ad-hoc exemptions must be endorsed by the relevant Director and approved by the CEO or their designate. The CEO may direct, in some circumstances, that these ad-hoc exemptions be approved by Council.

Supporting Local Business

Council is committed to the development of competitive local business and industry seeking to create benefit for Council, local suppliers, and the Council economy through purchasing locally and using local suppliers where benefit exists to all. Therefore, beyond supplier performance, capacity, capability, quality, and experience; Council may examine where possible the business:

- head office is located and existence of sub-branch offices.
- the number of local jobs supported, or employment opportunities provided by the procurement activity.
- the use of local contractors, manufacturers, and supply chain directly relating to the procurement activity.
- percentage of local materials, local plant and equipment to be used, and
- any benefit that enhance economic growth for the region.

Supporting local business is supported with a preference weighting of 10% assigned to the criteria element where applicable of "benefit to the Edward River region" for tenders and quotations.

Council commits to educating local suppliers and Council staff about "Doing Business with Council". This may include the establishment of preferred or pre-qualified supplier panels, education sessions working with Council and advertising future projects on Council's website.

Corporate Purchase Cards

The following applies to the use of Corporate Purchase Cards issued to the Mayor, CEO, and designated Council employees in accordance with Corporate Credit Card Policy:

- Council is to maintain a register of Corporate Purchase Cards.

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- All cards will have transaction limits and monthly spending limits.
- The cardholder is responsible for ensuring the security of the Purchase Card.
- The cardholder is responsible for keeping all transaction records, such as receipts to verify expenditure.
- All Corporate Purchase Card transactions must be authorised by the cardholder's manager or Director.
- Corporate Purchase Card spending will be audited by the Chief Finance Officer.

9. Governance

Council's Procurement activities shall be carried out to the professional standards required by best practice and in compliance with relevant legislation and Council's policies and procedures.

Conflict of Interest

Councillors and Council staff shall always avoid or appropriately manage situations in which private interests might reasonably be deemed to have the potential to conflict with their Council duties. All conflicts of interest must be managed in accordance with Council's Code of Conduct Policy. Councillors and Council staff involved in the procurement process **must** identify, declare and manage any **perceived, potential or actual** conflicts of interest in accordance with Council's Code of Conduct Policy.

Gifts and Hospitality

All Councillors and Council staff must adhere to Council's Code of Conduct Policy which covers gifts, benefits, and hospitality. Staff must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from them or from the Council, through the provision of gifts, benefits, or hospitality of any kind to staff or someone personally associated with a staff member.

Procurement Thresholds

Procurement thresholds are contained in the Procurement Guide and set out the financial quote restrictions for undertaking any Procurement. The NSW Tendering Guidelines for NSW Local Government 2009 apply.

Information disclosure

Information received by the Council that is commercial in confidence must not be disclosed unless required by law.

Councillors and Council staff are to protect the integrity of the procurement process by maintaining confidentiality over:

- information disclosed by organisations in tenders, quotation or during tender negotiations.
- all information that is commercial in confidence, and
- pre-contract information including but not limited to information provided in quotes and tenders or subsequently provided in pre-contract negotiations.

Councillors and Council staff are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests. Discussion with potential suppliers during tender or quotation evaluations should only be undertaken by an authorised officer (usually the staff member managing the quotation or tender process) and not go beyond the extent necessary to resolve doubt or clarify what is being offered by that supplier. At no stage should any discussion be entered into which could have potential contractual implications prior to the contract approval process being finalised.



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Tenderers should be advised that a report on a tender process may be presented at an open meeting of Council, and some information arising from the tender will be publicly available.

Records management

Council keeps records of procurement activities in accordance with the State Records Act 1998. The level of detail recorded for each procurement activity is dependent on the complexity and value of the procurement activity.



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Policy Version Control

| Title | Procurement Policy | | | |
|----------------------------|--|---|--|------------------------------|
| ECM Doc Set ID | 27190 | | | |
| Date Adopted | 24 Aug 2017 | | | |
| Council Minute No. | 179/17 | | | |
| Responsible Officer | Director Corporate Services | | | |
| Version Number | Modified By | Modifications Made | Date modified and Approved by Council | Council Minute Number |
| 2 | Michael Todd | Quotations | 19 July 2018 | 2018/166 |
| 3 | | No Change | | |
| 4 | Michael Todd | Modified wording to Scope, Definitions, Legislation, Exemptions. Included Certificate of Exemption | | |
| 5 | | No Change | | |
| 6 | | No Change | | |
| 7 | | No Change | | |
| 8 | | No Change | | |
| 9 | | No Change | | |
| 10 | Michael Todd | Tender threshold \$250K | 19 September 2019 | 2019/09/221 |
| 11 | Craig Butcher Alistair Cochrane | Changes to all sections as per comments, removed quote threshold, inserted Governance, Content and Exemptions. Inclusion of modern slavery clause, Legislation updates and modernisation | | |

12.3. REVISED COUNCILLOR EXPENSES AND FACILITIES POLICY

Author: Principal Governance Advisor

Authoriser: Director Corporate Services

RECOMMENDATION

That Council adopt the revised Councillor Expenses and Facilities Policy as per enclosed.

BACKGROUND

The Councillor Expenses and Facilities Policy was last reviewed in March 2022. It is timely to review the Policy before the end of the current Council term to take advantage of the views of Council regarding its contents.

ISSUE/DISCUSSION

The Councillor Expenses and Facilities Policy has been updated to include the following:

1. Terminology has been updated throughout e.g. General Manager has been replaced by Chief Executive Officer,
2. Information and communications technology (ICT) expenses section has been revised, with paragraphs 6.43-6.46 amended to replace tablet with laptop and provide for the option of a council mobile phone.
3. Information and communications technology (ICT) expenses section has been revised, with paragraphs 6.47-6.51 added to include a mobile phone and related equipment.
4. Part C Facilities. Paragraph 10.1 has been amended to allow Councillors to access a jacket and informal vest, with the Council Logo as part of Councils Corporate Uniform Policy.

As discussed at the briefing for Councillors on 5 March 2024, the updated Councillor Expenses and Facilities Policy does not now include:

- The provision of a dedicated resource to provide administrative support to Councillors to assist them with their civic duties and
- The provision of a mayoral vehicle

In reviewing ERC's Councillor Expenses and Facilities Policy, the Policies of other Councils were reviewed including:

- City of Sydney Council
- City of Parramatta Council
- Berrigan Shire Council
- Murray River Council
- Temora Shire Council

The updated version of the Policy is enclosed. Please refer to the marked up version of the Councillor Expenses and Facilities Policy, as provided at the Councillor briefing on 5 March 2024 which highlights the changes made is enclosed for reference.

STRATEGIC IMPLICATIONS

COMMUNITY STRATEGIC PLAN

1. Shaping the Future

- 1.1 Pristine natural environment
- 1.2 Quality built environment
- 1.3 Enhanced Active and Passive Open Spaces
- 1.4 Sustainable Waste Management
- 2. An open and connected community
 - 2.1 Transport and freight links
 - 2.2 Communications and technology links
 - 2.3 Cultural and personal links
- 3. Encouraging growth through partnerships
 - 3.1 Education
 - 3.2 Economic development
 - 3.3 The Edward River Experience
 - 3.4 Health
- 4. Delivering community assets and services
 - 4.1 Vibrant villages and towns
 - 4.2 Reliable Water and Sewerage
 - 4.3 Friendly and Supportive Customer service
- 5. Accountable leadership and responsive administration
 - 5.1 Collaborative and Engaged
 - 5.2 Financially sustainable
 - 5.3 Professional Workplace culture

FINANCIAL IMPLICATIONS

The revised Policy will result in additional expenditure of approximately \$20k.

LEGISLATIVE IMPLICATIONS

Relevant legislation is the Local Government Act 1993 Section 252.

ATTACHMENTS

Attachment 1 - Councillor Expenses and Facilities Policy 2024 Revision March Council Meeting



COUNCILLOR EXPENSES AND FACILITIES POLICY



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POLICY SUMMARY

This policy enables the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors to help them undertake their civic duties.

It ensures accountability and transparency and seeks to align Councillor expenses and facilities with community expectations. Councillors must not obtain private or political benefit from any expense or facility provided under this policy.

The policy has been prepared in accordance with the *Local Government Act 1993* (the Act) and *Local Government (General) Regulation 2021* (the Regulation) and complies with the Office of Local Government's *Guidelines for the Payment of Expenses and Provision of facilities to Mayors and Councillors in NSW* (the Guidelines).

The policy sets out the maximum amounts Council will pay for specific expenses and facilities. Expenses not explicitly addressed in this policy will not be paid or reimbursed. The main expenses and facilities are summarised in **Appendix III**. All monetary amounts are exclusive of GST.

Additional costs incurred by a Councillor in excess of these limits are considered a personal expense that is the responsibility of the Councillor.

Councillors must provide claims for reimbursement within three months of an expense being incurred. Claims made after this time cannot be approved.

Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website.

These reports will include expenditure summarised by individual Councillor and as a total for all Councillors.

LEGISLATIVE REQUIREMENTS

- *Local Government Act 1993*, Sections 252 and 253
- *Local Government (General) Regulation 2021*, Clauses 217 and 403
- *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW*, 2009
- *Councillor Induction and Professional Development Guidelines*, 2018
- *Local Government Circular 09-36 Guidelines for Payment of Expenses and Facilities*
- *Local Government Circular 17-17 – Councillor Expenses and Facilities Policy – Better Practice Template*
- *Local Government Circular 05-08 Legal Assistance for Councillors and Council Employees*

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PART A - INTRODUCTION**1. Introduction**

- 1.1. The provision of expenses and facilities enables Councillors to fulfil their civic duties as the elected representatives of Edward River Council.
- 1.2. The community is entitled to know the extent of expenses paid to Councillors, as well as the facilities provided.
- 1.3. The purpose of this policy is to clearly state the facilities and support that are available to Councillors to assist them in fulfilling their civic duties.
- 1.4. Council staff are empowered to question or refuse a request for payment from a Councillor when it does not accord with this policy.
- 1.5. Expenses and facilities provided by this policy are in addition to fees paid to Councillors. The minimum and maximum fees a Council may pay each Councillor are set by the Local Government Remuneration Tribunal as per Section 241 of the Act and reviewed annually. Council must adopt its annual fees within this set range.

2. Policy objectives

- 2.1. The objectives of this Policy are to:
 - a. Enable the reasonable and appropriate reimbursement of expenses incurred by Councillors while undertaking their civic duties.
 - b. Enable facilities of a reasonable and appropriate standard to be provided to Councillors to support them in undertaking their civic duties.
 - c. Ensure accountability and transparency in reimbursement of expenses and provision of facilities to Councillors.
 - d. Ensure facilities and expenses provided to Councillors meet community expectations.
 - e. Support a diversity of representation, and
 - f. Fulfil Council's statutory responsibilities.

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3. Principles**3.1 Council commits to the following principles:**

- a. Proper conduct: Councillors and staff acting lawfully and honestly, exercising care and diligence in carrying out their functions.
- b. Reasonable expenses: providing for Councillors to be reimbursed for expenses reasonably incurred as part of their role as Councillor.
- c. Participation and access: enabling people from diverse backgrounds, underrepresented groups, those in carer roles and those with special needs to serve as a Councillor.
- d. Equity: there must be equitable access to expenses and facilities for all Councillors.
- e. Appropriate use of resources: providing clear direction on the appropriate use of Council resources in accordance with legal requirements and community expectations.
- f. Accountability and transparency: clearly stating and reporting on the expenses and facilities provided to Councillors.

4. Private or political benefit

- 4.1. Councillors must not obtain private or political benefit from any expense or facility provided under this policy.
- 4.2. Private use of Council equipment and facilities by Councillors may occur from time to time. For example, telephoning home to advise that a Council meeting will run later than expected.
- 4.3. Such incidental private use does not require a compensatory payment back to Council.
- 4.4. Councillors should avoid obtaining any greater private benefit from Council than an incidental benefit. Where there are unavoidable circumstances and more substantial private use of Council facilities does occur, Councillors must reimburse the Council.

PART B – EXPENSES**5. General expenses**

- 5.1. All expenses provided under this policy will be for a purpose specific to the functions of holding civic office. Allowances for general expenses are not permitted under this policy.
- 5.2. Expenses not explicitly addressed in this policy will not be paid or reimbursed.

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6. Specific expenses**General travel arrangements and expenses**

- 6.1. All travel by Councillors should be undertaken using the most direct route and the most practicable and economical mode of transport.
- 6.2. Total general travel expenses for all Councillors, excluding the mayor, will be capped at the amount specified in Appendix III. Chief Executive Officer will ensure that access to expenses relating to general travel is distributed equitably.
- 6.3. Total general travel expenses for the mayor will be capped at the amount specified in Appendix III.
- 6.4. Councillors may be reimbursed for travel expenses incurred while undertaking official business or professional development or attending approved conferences and seminars within NSW, up to the amount specified in Appendix III. This includes reimbursement:
 - a. For public transport fares
 - b. For the use of a private vehicle or hire car
 - c. For parking costs for Council and other meetings
 - d. For tolls
 - e. By Cab charge card or equivalent
 - f. For documented ride-share programs, such as Uber, where tax invoices can be issued
- 6.5. Allowances for the use of a private vehicle will be reimbursed by kilometre at the rate contained in the Local Government (State) Award.
- 6.6. Councillors seeking to be reimbursed for use of a private vehicle must keep a logbook recording the date, distance and purpose of travel being claimed. Copies of the relevant logbook contents must be provided with the claim.

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Interstate, overseas and long-distance intrastate travel expenses

- 6.7. Given Council's location near an interstate border, travel to Victoria will be considered as general travel. Arrangements and expenses for this travel will be governed by Clauses 6.1-6.6 of this policy.
- 6.8. In accordance with Section 4, Council will scrutinise the value and need for Councillors to undertake overseas travel. Councils should avoid interstate, overseas and long-distance intrastate trips unless direct and tangible benefits can be established for the Council and the local community. This includes travel to sister and friendship cities.
- 6.9. Total interstate, overseas and long-distance intrastate travel expenses for all Councillors will be capped at the amount specified in Appendix III. This amount will be set aside in Council's annual budget.
- 6.10. Councillors seeking approval for any interstate and long-distance intrastate travel must submit a case to, and obtain the approval of, the Chief Executive Officer prior to travel.
- 6.11. Councillors seeking approval for any overseas travel must submit a case to, and obtain the approval of, a full Council meeting prior to travel.
- 6.12. The case should include:
 - a. objectives to be achieved in travel, including an explanation of how the travel aligns with current Council priorities and business, the community benefits which will accrue as a result, and its relevance to the exercise of the Councillor's civic duties.
 - b. who is to take part in the travel.
 - c. duration and itinerary of travel.
 - d. a detailed budget including a statement of any amounts expected to be reimbursed by the participant/s.
- 6.13. For interstate and long-distance intrastate journeys by air of less than three hours, the class of air travel is to be economy class.
- 6.14. For interstate journeys by air of more than three hours, the class of air travel may be premium economy.
- 6.15. For international travel, the class of air travel is to be premium economy if available. Otherwise, the class of travel is to be economy.
- 6.16. Bookings for approved air travel are to be made through the Office of the Chief Executive Officer.

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- 6.17. For air travel that is reimbursed as Council business, Councillors will not accrue points from the airline's frequent flyer program. This is considered a private benefit.

Travel expenses not paid by Council

- 6.18. Council will not pay any traffic or parking fines or administrative charges for road toll accounts.

Accommodation and meals

- 6.19. In circumstances where it would introduce undue risk for a Councillor to travel to or from official business in the late evening or early morning, reimbursement of costs for accommodation and meals on the night before or after the meeting may be approved by the Chief Executive Officer. This includes where a meeting finishes later than 9.00pm or starts earlier than 7.00am and the Councillor lives more than 50 kilometres from the meeting location.
- 6.20. Council will reimburse costs for accommodation and meals while Councillors are undertaking prior approved travel or professional development outside the Edward River local government area.
- 6.21. The daily limits for accommodation and meal expenses within Australia are to be consistent with those set out in Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually.
- 6.22. The daily limits for accommodation and meal expenses outside Australia are to be determined in advance by the Chief Executive Officer, being mindful of Clause 6.19.
- 6.23. Councillors will be reimbursed for reasonable purchases of alcoholic beverages consumed as part of a meal.

Refreshments for Council related meetings

- 6.24. Appropriate refreshments will be available for Council meetings, Council committee meetings, Councillor workshops, Councillor pre-meeting briefing sessions, approved meetings and engagements, and official Council functions as approved by the Chief Executive Officer.
- 6.25. As an indicative guide for the standard of refreshments to be provided at Council related meetings, the Chief Executive Officer must be mindful of Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually.

Attendance at Council functions and events

- 6.26. Council will meet the cost of Councillor's attendance at the Council functions and events specified in Appendix IV. The extent of reimbursement is limited to the cost of attending the function or event only.

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Attendance at non-Council functions and events

- 6.27. Council will meet the cost of Councillor's attendance at charitable functions within the Edward River local government area held by charities formally supported by Council. The extent of the reimbursement will be limited to the cost of attending the function or event only.
- 6.28. Council will meet the cost of Councillor's attendance at functions and events within the Edward River local government area held by service clubs, business, and industry associations, not-for-profit organisations, and schools to which the Councillor has been formally invited to represent Council. The extent of reimbursement will be limited to the cost of attending the function or event only.
- 6.29. Council will meet the cost of the mayor's attendance, or a Councillor's attendance when the Councillor is representing the mayor, at:
- a) Ceremonial events, charitable functions, and award ceremonies outside the Edward River local government area, but within New South Wales:
 - I. To which the mayor has been invited to represent Council and
 - II. Where his or her attendance has been approved prior by Council resolution and
 - b) Other non-Council functions and events outside the Edward River local government area, but within New South Wales:
 - I. To which the mayor has been invited to represent Council and
 - II. Where his or her attendance has been approved prior by Council resolution.
- 6.30. Council will meet the cost of the mayor's attendance, or a Councillor's attendance when the Councillor is representing the mayor, at Murrumbidgee Council's Sir John Monash Annual Dinner & Lecture.
- 6.31. In accordance with clause 2.3.10 of the Guidelines, Council will not pay any costs or expenses incurred by a Councillor in attending a function or fundraising venture of a political party, including entry fees or tickets. Such costs constitute political donations for the purposes of the Electoral Funding Act 2018 and will not be reimbursed by Council.

Professional development

- 6.32. In the first year of a new Council term, Council will develop an ongoing professional development program comprising individual professional development plans for the Mayor and each Councillor. The program will span the term of Council, with individual activities implemented over time according to priority.



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- 6.33. Council will set aside the amount specified in Appendix III in its budget to facilitate the delivery of individual activities contained in the Mayor's and Councillor's professional development plans. Professional development may include programs, training, education courses and membership of professional bodies. The Chief Executive Officer will ensure that access to expenses relating to professional development is distributed equitably.
- 6.34. In the first year of a new Council term, Council will set aside the amount specified in Appendix III in its budget to facilitate a comprehensive induction program for all Councillors which considers any guidelines issued by the Office of Local Government (OLG). The cost of the induction program will be in addition to the ongoing professional development funding.
- 6.35. Annual membership of professional bodies will only be covered where the membership:
- a. Is relevant to the exercise of the Councillor's civic duties
 - b. The Councillor actively participates in the body and
 - c. The cost of membership is likely to be fully offset by savings from attending events as a member.
- 6.36. Approval for professional development activities is subject to a prior written request to the Chief Executive Officer outlining the:
- a. Details of the proposed professional development and
 - b. Relevance to the individual Councillor's professional development plan.
- 6.37. In assessing a Councillor's request for a professional development activity, the Chief Executive Officer must consider the factors set out in Clause 6.34, as well as the cost of the Councillor's requested professional development in relation to the remaining budget.

Conferences and seminars

- 6.38. Council is committed to ensuring its Councillors remain up to date with contemporary issues facing Council and the community, and local government in NSW.
- 6.39. Council will set aside the amount specified in Appendix III in its budget to facilitate Councillor attendance at conferences and seminars. This allocation is for all Councillors. The Chief Executive Officer will ensure that access to expenses relating to conferences and seminars is distributed equitably.



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- 6.40. Consistent with clause 1.6.7 of the Guidelines, approval to attend a conference or seminar should occur, where possible, at a full meeting of the Council. Where approval at a full meeting of the Council is not possible, then:
- a. Approval for a Councillor to attend a conference or seminar must be approved by the Chief Executive Officer and Mayor.
 - b. Approval for the Mayor to attend a conference or seminar must be approved jointly by the Chief Executive Officer and Mayor.
- 6.41. In assessing a Councillor request to attend a conference or seminar, the Council, or the Chief Executive Officer and Mayor, or the Chief Executive Officer and Deputy Mayor, must consider factors including the:
- a. Relevance of the topics and presenters to current Council priorities and business and the exercise of the Councillor's civic duties and
 - b. Cost of the conference or seminar in relation to the total remaining budget.
- 6.42. Council will meet the reasonable cost of registration fees, transportation and accommodation associated with attendance at conferences approved by the Chief Executive Officer. Council will also meet the reasonable cost of meals when they are not included in the conference fees. Reimbursement for accommodation and meals not included in the conference fees will be subject to clauses 6.18-6.21.

Information and communications technology (ICT) expenses

Laptops and Related Equipment

- 6.43. Council will provide to each Councillor for the duration of their term of office one mobile laptop device, with approved accessories, including data and service fees. The cost of providing the laptop and its ongoing usage and operating cost shall be limited to the amount specified in Appendix III.
- 6.44. If replacement or upgrade of the laptop is required during a Councillor's term of office, these costs are included in the total annual expense limit specified in Appendix III.
- 6.45. Laptop use is to be in accordance with Council's Code of Conduct and adopted policies.
- 6.46. Councillors are entitled to seek reimbursement up to the amount specified in Appendix III for landline and facsimile costs incurred in discharging their civic duties.

Mobile Phone and related Equipment

- 6.47. Council will provide or reimburse Councillors for expenses associated with mobile phone equipment, including reasonable accessories, repair, replacement, or maintenance, up to a limit of \$3,000 per Councillor per term.

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- 6.48. Council will supply a 'standard kit' to Councillors upon request, to be included in the above maximum limit. The standard kit contains an iPhone or Samsung mobile phone and accessories. Council staff will fully support items from the standard kit. Council may vary the standard equipment from time to time in accordance with organisation technology changes.
- 6.49. Alternatively, if Councillors choose to select and purchase their own device, Councillors will be responsible for costs in excess of the maximum amount under clause 6.47. The maximum amount under clause 6.47 is to be reduced by the value of any equipment that the Council has supplied in the specific period. If Councillors choose to select and purchase their own device; they do so with the understanding that Council staff will not service or support the device.
- 6.50. All items provided by Council or for which Council has paid via reimbursement remain the property of Council.
- 6.51. Councillors may seek reimbursement for applications on their mobile electronic communication device that are directly related to their duties as a Councillor, within the maximum limit listed under Appendix III.

Special requirement and carer expenses

- 6.52. Council encourages wide participation and interest in civic office. It will seek to ensure Council premises and associated facilities are accessible, including provision for sight- or hearing-impaired Councillors and those with other disabilities.
- 6.53. Transportation provisions outlined in this policy will also assist Councillors who may be unable to drive a vehicle.
- 6.54. In addition to the provisions above, the Chief Executive Officer may authorise the provision of reasonable additional facilities and expenses in order to allow a Councillor with a disability to perform their civic duties.
- 6.55. Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member will be entitled to reimbursement of carer's expenses of \$20 per hour up to a maximum of the amount specified in Appendix III for attendance at official business, plus reasonable travel from the principal place of residence.
- 6.56. Childcare expenses may be claimed for children up to and including the age of 16 years where the carer is not a relative.
- 6.57. In the event of caring for an adult person, Councillors will need to provide suitable evidence to the Chief Executive Officer that reimbursement is applicable. This may take the form of advice from a medical practitioner.



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Home office expenses

- 6.58. Each Councillor may be reimbursed up to the amount specified in Appendix III for costs associated with the maintenance of a home office, such as minor items of consumable stationery and printer ink cartridges.

7. Accompanying person expenses

Allowable expenses incurred by accompanying persons

- 7.1. In accordance with clause 2.3.12 of the Guidelines, there are limited instances where certain costs incurred by a Councillor on behalf of their accompanying person are properly those of the Councillor in the performance of his or her functions. Such expenses are properly incurred by, and reimbursable to, the Councillor.
- 7.2. Consistent with clause 2.3.12 of the Guidelines, it is appropriate for Council to meet the costs of a Councillor's accompanying person at official Council events and functions within the Edward River local government area that are of a formal and ceremonial nature. As such, Council will meet the costs of a Councillor's accompanying person at:
- a. The Council functions and events specified in **Appendix IV**; and
 - b. Charitable functions and events within the Edward River local government area held by charities formally supported by Council.
- 7.3. Consistent with clause 2.3.12 of the Guidelines, Council will meet the expenses of the mayor's accompanying person, or a Councillor's accompanying person when the Councillor is representing the mayor, at a ceremonial event, charitable function or award ceremony held outside the Edward River local government area, but within New South Wales:
- a. To which the mayor has been invited to represent Council and
 - b. Where his or her attendance has been approved prior by Council resolution.
- 7.4. Expenses incurred by accompanying persons under clauses 7.2 and 7.3 of this policy will be limited to the ticket, meal and/or direct cost of attending the event or function. Consistent with clause 2.3.12 of the Guidelines, travel expenses, any additional accommodation expenses, and any sundry expenses incurred by the accompanying person, are the personal responsibility of the mayor or individual Council and shall not be reimbursed by Council.
- 7.5. Consistent with clause 2.3.12 of the Guidelines, Council will meet the expenses of a Councillor's accompanying person at the Local Government NSW annual conference. Such expenses will be limited to the cost of registration and official conference dinners. Travel expenses, any additional accommodation expenses, and the cost of accompanying person tours and any sundry expenses, are the



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personal responsibility of the individual Councillor and shall not be reimbursed by Council.

Disallowable expenses incurred by accompanying persons.

7.6. Council will not pay any costs or expenses incurred by a Councillor's accompanying person at a function or event outside the Edward River local government area, including interstate and overseas, except as approved under clause 7.4 or 7.5 of this policy.

7.7. Council will not pay any costs or expenses incurred by a Councillor's accompanying person at a seminar, conference, or professional development. In these situations, all costs, including any additional accommodation costs, must be met by the individual Councillor or their accompanying person.

8. Insurances

- 8.1. In accordance with Section 382 of the Local Government Act, Council is insured against public liability and professional indemnity claims. Councillors are included as a named insured on this Policy.
- 8.2. Insurance protection is only provided if a claim arises out of or in connection with the Councillor's performance of his or her civic duties, or exercise of his or her functions as a Councillor. All insurances are subject to any limitations or conditions set out in the policies of insurance.
- 8.3. Council shall pay the insurance policy excess in respect of any claim accepted by Council's insurers, whether defended or not.
- 8.4. Appropriate travel insurances will be provided for any Councillors travelling on approved interstate and overseas travel on Council business.



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9. Legal assistance

9.1. Council may, if requested, indemnify, or reimburse the reasonable legal expenses of:

- a. A Councillor defending an action arising from the performance in good faith of a function under the Local Government Act provided that the outcome of the legal proceedings is favourable to the Councillor.
- b. A Councillor defending an action in defamation, provided the statements complained of were made in good faith in the course of exercising a function under the Act and the outcome of the legal proceedings is favourable to the Councillor.
- c. A Councillor for proceedings before an appropriate investigative or review body, provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the matter has proceeded past any initial assessment phase to a formal investigation or review and the investigative or review body makes a finding substantially favourable to the Councillor.

9.2. In the case of a Code of Conduct complaint made against a Councillor, legal costs will only be made available where the matter has been referred by the Chief Executive Officer to a conduct reviewer, and the conduct reviewer has commenced a formal investigation of the matter and makes a finding substantially favourable to the Councillor.

9.3. Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act are distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. For example, expenses arising from an investigation as to whether a Councillor acted corruptly would not be covered by this section.

9.4. Council will not meet the legal costs:

- a. Of legal proceedings initiated by a Councillor under any circumstances.
- b. Of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.
- c. For legal proceedings that do not involve a Councillor performing their role as a Councillor.

9.5. Reimbursement of expenses for reasonable legal expenses must have Council approval by way of a resolution at a Council meeting prior to costs being incurred.

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PART C – FACILITIES**10. General facilities for all Councillors****Facilities**

- 10.1. Council will provide the following facilities to Councillors to assist them to effectively discharge their civic duties:
- a. Personal protective equipment for use during site visits.
 - b. A name badge which may be worn at official functions, indicating that the wearer holds the office of a Councillor and/or Mayor or Deputy Mayor.
 - c. Uniform (jacket and informal vest only) in accordance with Councils Corporate Uniform Policy.
- 10.2. Councillors may book meeting rooms for official business at Council's Customer Service Centre at no cost. Rooms may be booked through the Office of the Chief Executive.
- 10.3. The provision of facilities will be of a standard deemed by the Chief Executive Officer as appropriate for the purpose.

Stationery

- 10.4. Council will provide 500 business cards to each Councillor, for the term of Council.
- 10.5. Business cards can be replaced if details change, or they require replenishing.

Administrative support

- 10.6. Council will provide administrative support to Councillors to assist them with their civic duties only. Administrative support may be provided by staff in the Office of the Chief Executive Officer arranged by the Chief Executive Officer.
- 10.7. As per Section 4, Council staff are expected to assist Councillors with civic duties only, and not assist with matters of personal or political interest, including campaigning.



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11. Additional facilities for the mayor

- 11.1. Council will provide the mayor with a furnished office incorporating a computer configured to Council's standard operating environment, telephone, and meeting space.
- 11.2. In performing his or her civic duties, the mayor will be assisted by a small number of staff, in addition to the dedicate resource, providing administrative and secretarial support, as determined by the Chief Executive Officer.
- 11.3. The number of exclusive staff provided to support the Mayor and Councillors will not exceed 0.3 full time equivalents.
- 11.4. As per section 4, the mayoral and councillor support officer are to provide assistance to the mayor and councillors in accordance with the councillor-staff interaction policy.

PART D – PROCESSES**12. Approval, payment, and reimbursement arrangements**

- 12.1. Expenses should only be incurred by Councillors in accordance with the provisions of this policy.
- 12.2. Approval for incurring expenses, or for the reimbursement of such expenses, should be obtained before the expense is incurred.
- 12.3. Up to the maximum limits specified in this policy, approval for the following may be sought after the expense is incurred:
 - a. Local travel relating to the conduct of official business.
 - b. Carer costs.
- 12.4. Final approval for payments made under this policy will be granted by the Chief Executive Officer or their delegate.

Direct payment

- 12.5. Council may approve and directly pay expenses. Requests for direct payment must be submitted to the Chief Financial Officer for assessment against this policy using the prescribed form, with sufficient information and time to allow for the claim to be assessed and processed.

Reimbursement

- 12.6. All claims for reimbursement of expenses incurred must be made on the prescribed form, supported by appropriate receipts and/or tax invoices and be submitted to the Chief Financial Officer.

Notification

- 12.7. If a claim is approved, Council will make payment directly or reimburse the Councillor through accounts payable.
- 12.8. If a claim is refused, Council will inform the Councillor in writing that the claim has been refused and the reason for the refusal.

Reimbursement to Council

- 12.9. If Council has incurred an expense on behalf of a Councillor that exceeds a maximum limit, exceeds reasonable incidental private use, or is not provided for in this policy:
- a. Council will invoice the Councillor for the expense.
 - b. The Councillor will reimburse Council for that expense within 14 days of the invoice date.
- 12.10. If the Councillor cannot reimburse Council within 14 days of the invoice date, they are to submit a written explanation to the Chief Executive Officer. The Chief Executive Officer may elect to deduct the amount from the Councillor's allowance.

Timeframe for reimbursement

- 12.11. Unless otherwise specified in this policy, Councillors must provide all claims for reimbursement within three months of an expense being incurred. Claims made after this time cannot be approved.

Disputes

- 12.12. If a Councillor disputes a determination under this policy, the Councillor should discuss the matter with the Chief Executive Officer.
- 12.13. If the Councillor and the Chief Executive Officer cannot resolve the dispute, the Councillor may submit a notice of motion to a Council meeting seeking to have the dispute resolved.

Return or retention of facilities

- 12.14. All unexpended facilities or equipment supplied under this policy are to be relinquished immediately upon a Councillor or Mayor ceasing to hold office, or at the cessation of their civic duties, at the beginning of the Council caretaker period.
- 12.15. Should a Councillor desire to keep any equipment allocated by Council, then this policy enables the Councillor to make application to the Chief Executive Officer to purchase any such equipment. The Chief Executive Officer will determine an agreed fair market price or written down value for the item of equipment.
- 12.16. The prices for all equipment purchased by Councillors under Clause 13.2 will be recorded in Council's Annual Report.

Publication

- 12.17. This policy will be published on Council's website.

Reporting

- 12.18. Council will report on the provision of expenses and facilities to Councillors as required in the Act and Regulations.

Auditing

- 12.19. The operation of this policy, including claims made under the policy, will be included in Council's audit program and an audit undertaken at least every two years.

Breaches

- 12.20. Suspected breaches of this policy are to be reported to the Chief Executive Officer.
- 12.21. Alleged breaches of this policy shall be dealt with under the Procedures for the Administration of the Code of Conduct.

Councillor Expenses and Facilities Policy

Council Policy
Corporate Services
Director of Corporate Services

PART E – APPENDICES

Appendix I: Maximum monetary limits for expenses and facilities

| Expense or facility | Maximum amount | Frequency |
|---|---|--------------------------------|
| General travel expenses (See travel 6.7 – vehicle travel to Victoria is included in General travel) | \$40,000 for all Councillors \$6,000 for the mayor | Per year |
| Interstate, overseas and long-distance intrastate travel expenses (See Definitions – long distance intrastate travel means travel to other parts of NSW of more than three and a half (3.5) hours duration by private vehicle) | \$2,000 total for all Councillors | Per year |
| Accommodation and meals | As per the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, adjusted annually | Per meal/night |
| Professional development | \$16,000 for all Councillors \$3,000 for the mayor | Per year |
| Councillor Induction Program | \$12,000 for all Councillors | First year per term of Council |
| Conferences and seminars | \$10,000 total for all Councillors | Per year |
| Mobile laptop | | |
| • Device | \$2,500 per Councillor | First year per term of Council |



Councillor Expenses and Facilities Policy

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| | | |
|---|---------------------------------------|-----------------|
| • Data allowance | \$55 per Councillor | Per month |
| Mobile Phone (If selected) | \$3,000 per Councillor | Term of Council |
| Telephone allowance | \$40 per Councillor | Per month |
| Carer expenses | \$1,800 per Councillor | Per year |
| Home office expenses | \$150 per Councillor | Per year |
| Furnished office | Provided to the Mayor | Not relevant |
| Number of exclusive staff supporting Mayor and Councillors (1.0 full time equivalent) | Provided to the Mayor and Councillors | Not relevant |
| Corporate Uniform (Jacket and informal vest only) | \$300 | Per year |



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Appendix II: Payment of attendance at functions and events

| | Mayor (Or Councillor representing) | Councillor | Accompanying Person |
|--|--|------------|------------------------|
| Council functions and events: | | | |
| • Australia Day Award Recipient's Dinner (held January each year) | ✓ | ✓ | ✓ |
| • International Women's Day Luncheon (held March each year) | ✓ | ✓ | ✓ |
| • Councillor's Christmas Dinner (held December each year) | ✓ | ✓ | ✓ |
| • Councillor's End of Term Dinner | ✓ | ✓ | ✓ |
| • Citizenship ceremonies, civic receptions, and official openings (held as needed) | ✓ | ✓ | ✓ |
| Non-Council functions and events within the Edward River local government area: | | | |
| • Charitable functions held by for charities formally supported by Council. | ✓ | ✓ | ✓ |
| • Functions and events held by service clubs, business, and industry associations, not-for-profit organisations, and schools | ✓ | ✓ | ✗ |



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| | | | |
|--|---|---|---|
| <ul style="list-style-type: none"> Functions and events which the Mayor or Councillor has been invited to attend in a personal capacity. | X | X | X |
| Non-Council functions and events outside the Edward River local government area but within New South Wales: | | | |
| <ul style="list-style-type: none"> Murrumbidgee Council's Sir John Monash Annual Dinner & Lecture. | ✓ | X | X |
| Non-Council events and functions outside the Edward River local government area but within New South Wales, subject to Council resolution: | | | |
| <ul style="list-style-type: none"> Ceremonial events, charitable functions, and awards ceremonies to which the mayor is invited to represent Council. | ✓ | X | ✓ |
| <ul style="list-style-type: none"> Country Mayors Conference | ✓ | X | X |
| <ul style="list-style-type: none"> ALGA Annual Conference | ✓ | ✓ | ✓ |
| <ul style="list-style-type: none"> LGNSW conference | ✓ | ✓ | ✓ |
| <ul style="list-style-type: none"> Other events and functions to which the mayor is invited to represent Council. | ✓ | X | X |
| Political functions or fundraising events | X | X | X |

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ASSOCIATED POLICIES AND PROCEDURES

- Code of Conduct
- Councillor Induction and Professional Development Policy
- Mobile Devices Policy
- Councillor-staff interaction Policy

DEFINITIONS

| Term | Definition |
|--------------------------|---|
| Accompanying person | Means a spouse, partner or de facto or other person who has a close personal relationship with or provides carer support to a Councillor. |
| Appropriate refreshments | Means food and beverages, excluding alcohol, provided by Council to support Councillors undertaking official business. (Refer 6.23 – Councillors will be reimbursed for reasonable purchases of alcoholic beverages consumed as part of a meal). |
| Act | Means the <i>Local Government Act 1993</i> (NSW). |
| Clause | Unless stated otherwise, a reference to a clause is a reference to a clause of this policy. |
| Code of Conduct | Means the Code of Conduct adopted by Council or the Model Code if none is adopted. |
| Councillor | Means a person elected or appointed to civic office as a member of the governing body of Council who is not suspended, including the mayor. |
| Chief Executive Officer | Means the Chief Executive of Council (also known as the General Manager under the <i>Local Government Act 1993</i> (NSW).and includes their delegate or authorised representative. |
| Incidental personal use | Means use that is infrequent and brief and use that does not breach this policy or the Code of Conduct. |



Councillor Expenses and Facilities Policy

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| | |
|---------------------------------|--|
| Long-distance intrastate travel | Means travel to other parts of NSW of more than three hours duration by private vehicle. |
| Maximum limit | Means the maximum limit for an expense or facility provided in the text and summarised in Appendix 1. |
| NSW | New South Wales. |
| Official business | Means functions that the Mayor or Councillors are required or invited to attend to fulfil their legislated role and responsibilities for Council or result in a direct benefit for Council and/or for the local government area, and includes: <ul style="list-style-type: none"> • meetings of Council and committees of the whole • meetings of committees facilitated by Council • civic receptions hosted or sponsored by Council • meetings, functions, workshops, and other events to which attendance by a Councillor has been requested or approved by Council |
| Professional development | Means a seminar, conference, training course or other development opportunity relevant to the role of a Councillor or the Mayor. |
| Regulation | Means the Local Government (General) Regulation 2021 (NSW). |
| Year | Means the financial year, which is the 12-month period commencing on 1 July each year. |



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POLICY VERSION CONTROL

| Title | Councillor Expenses and Facilities Policy | | | |
|----------------------------|--|---|--|------------------------------|
| ECM Doc Set ID | 8301 | | | |
| Date Adopted | 19 September 19 | | | |
| Council Minute No. | 209/09/207 | | | |
| Responsible Officer | Director Corporate Services | | | |
| Version Number | Modified By | Modifications Made | Date modified and Approved by Council | Council Minute Number |
| 1 | DCS | Post-merger first Policy based on the OLG Model Policy. | 14/12/2017 | 267/17 |
| 2 | DCS | Alignment with new Code of Conduct 2019, alignment of maximum expenditure limits with Council's adopted budget, improved clarity for payment of expenses to accompanying persons and political fundraisers and events, improved format, and appendices for reference. | N/A | N/A |
| 3 | DCS | Public exhibition version | 19/09/19 | 2019/09/207 |
| 4 | SGA | Public exhibition version with legislative updates and minor corrections | 11/01/22 | 220111/7.11 |
| 5 | Principal Governance Advisor | Revised to update terminology, provide access to part of Council uniforms, provision of a laptop and access to a council mobile phone, | | |

12.4. DA2023/0096 - SHIPPING CONTAINER - CADET HALL - 306-308 VICTORIA STREET

Author: Town Planner

Authoriser: Manager Development Services

DIVISION

In accordance with section 375A of the Local Government Act 1993, it is necessary for Council to call a division when voting of any resolution relating to a relevant planning application.

RECOMMENDATION

That Council resolves to: -

1. APPROVE the development application DA2023/0096 for a Shipping Container, on Lot 2, Sec 5, DP 758782, 306-308 Victoria Street, Deniliquin as shown on the plans in attachment 2 and described in details accompanying the Development Application, in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 and subject to the following reasons:
 - a) The application is compliant with the key planning provisions contained within the DLEP 2013 and the Deniliquin Development Control Plan 2016.
 - b) The proposal is appropriate on the site given the existing character of the area.
 - c) The development will have no significant adverse impacts on the natural or built environments.
2. Impose the conditions as shown in attachment 1.

BACKGROUND

Development application 2023/0096 (DA2023/0096) was lodged by Council on 20 December 2023. The DA relates to the Cadet Hall land at Lot 2 , Sec 5, DP 758782, 306-308 Victoria Street, Deniliquin and Figure 1 shows the location of the subject site.



Figure 1 Location of subject site

The subject site is a square allotment of approximately 1758sqm in area, opposite the Deniliquin North Public School. The site has one existing building used as the cadet hall and is fenced with chainwire mesh fencing.

The proposed development is to install a shipping container for storage of equipment for the regional cadet unit. The shipping container will have dimensions of 6m x 2.4m and a height of 2.5m and will be located on an existing concrete slab at the rear of the building.

Attachment 2 shows the plans of the proposed development and attachment 3 shows the statement of environmental effects.

The DA is being reported to Council because the land is Crown Land managed by Council.

INTERNAL REFERRALS

No internal referrals required.

EXTERNAL REFERRALS

Crown Land consent for the proposed development was submitted with the application.

STRATEGIC IMPLICATIONS

Not applicable.

COMMUNITY STRATEGIC PLAN

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

LEGISLATIVE IMPLICATIONS

The following assessment of the Development Application is in accordance with section 4.15 of the *Environmental Planning and Assessment Act 1979*.

Provisions of Environmental Planning Instruments (s4.15(1)(a)(i))

Deniliquin Local Environmental Plan 2013 (DLEP 2013)

The subject site is zoned RE1 Public Recreation under the DLEP 2013 and the proposed use is a shipping container for storage associated with the existing use of the land by the Cadet Hall. The use is permissible with development consent in the zone.

The following clauses of the DLEP 2013 apply:

| Clause | Control | Response |
|--------|---|---|
| 6.2 | Flood Planning This clause applies to land identified as flood planning area on the Flood Planning Map and that is at or below the flood planning level and any other flood liable land. Development consent must not be granted to development on | The site is identified as flood prone land. This will have no implications on this type of development. |

| Clause | Control | Response |
|--------|--|--|
| | <p>land to which this clause applies unless the consent authority is satisfied that the development:</p> <ul style="list-style-type: none"> • Is compatible with the flood hazard of the land, • Will not significantly adversely affect flood behaviour resulting in detrimental increases in the potential flood affectation of other development or properties; • Incorporates appropriate measures to manage risk to life from flood; • Will not significantly adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses; and • Is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding. | |
| 6.7 | <p>Essential Services</p> <p>Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required:</p> <ul style="list-style-type: none"> • The supply of water; • The supply of electricity; | <p>The site has existing connections to all required services.</p> |

| Clause | Control | Response |
|--------|--|----------|
| | <ul style="list-style-type: none"> • The disposal and management of sewage; • Stormwater drainage or on-site conservation; and • Suitable vehicular access. | |

State Environmental Planning Policy (Infrastructure)

Not applicable

State Environmental Planning Policy 55 Remediation of Land (SEPP 55)

Not applicable

Murray Regional Environmental Plan

Not applicable

Provisions of any draft Environmental Planning Instrument (s4.15(a)(ii))

PP2022-3030 - Council has prepared a planning proposal to consolidate the Conargo Local Environmental Plan 2013, Deniliquin Environmental Plan 2013 and Deniliquin Local Environmental Plan 1997 into a single consolidated Edward River Local Environmental Plan (ERLEP) for all land in the Edward River Local Government Area. This will have no implications of the provisions relevant to the assessment of this DA.

Provisions of any Development Control Plan (s4.15(a)(iii))

The following provisions of the DCP 2016 apply to this development:

| Clause | Requirements | Comments |
|---------------------------------|--|--|
| | | <i>Chapter 6 Recreation Zones</i> |
| 6.1 Infrastructure and Services | Development must be connected to town water supply, electricity, telephone and sewage services where possible. | Existing connection to all required services |
| | Development must be connected to Council's stormwater system or an alternative system approved by Council at cost to the developer. Connections are to be in accordance with Council's Development Manual. | Existing storm water connection |

| Clause | Requirements | Comments |
|------------------------------------|---|--|
| 6.2 Access and Parking | The number of car parking spaces provided on the development site shall be in accordance with Chapter 12 - Car Parking. | Ample car parking is currently provided in Hyde Street for use by the Cadet Hall. The proposed shipping container to be used for storage will not trigger the requirement for any additional car parking. |
| 6.3 Landscaping | A landscaping plan must be submitted to Council with development applications for development within a recreation zone. | The proposed installation of a shipping container is not considered to warrant the requirement for additional landscaping. |
| 6.4 Building appearance and design | Building exteriors must use high quality non-reflective materials and finishes. | Considered satisfactory |
| | Proposed new buildings must not present large areas of blank walls. | Considered satisfactory |
| | The design of proposed new buildings, additions or alterations must give due consideration to Crime Prevention Through Environmental Design (CPTED) principles. | Considered satisfactory |
| 6.5 Outdoor areas | Unightly materials stored on a site within view of a public road must be screened by either landscaping, appropriate fencing or a decorative feature wall. | Considered satisfactory |
| | Outdoor storage and work areas must be suitably surfaced to reduce dust being produced by vehicle movements. | not applicable |
| 6.6 Waste and trade waste | A waste storage area must be provided on-site for all development. | Considered satisfactory |
| | The waste storage area must be in a location that is convenient for users and waste collection contractors. | Considered satisfactory |

| Clause | Requirements | Comments |
|---------------------------------|---|--|
| | The size of the waste storage area must be appropriate for the nature and scale of development. | Considered satisfactory |
| | The waste storage area must be appropriately screened from view of the street by the use of attractive fencing or landscaping. | Considered satisfactory |
| | A trade waste agreement must be made with Council where liquid waste will be disposed to Council's sewerage system. | not applicable |
| 6.7 Impacts on surrounding land | 1. The proposed development must not unreasonably affect surrounding properties by way of any type of pollutant such as noise and vibration, air emissions, dust, water pollution or odour. | Considered satisfactory |
| | 2. The hours of operation for a proposed development must not significantly impact the amenity of neighbouring residential areas. | Considered satisfactory |
| | 3. Where a proposed development is likely to increase the amount of stormwater runoff from the site, the development must be carried out in accordance with Council's Development Manual. | not applicable |
| | | <i>Chapter 10 Hazards</i> |
| 10.1 Bushfire prone land | Development on land that is mapped as being bush fire prone must satisfy the requirements of Planning for Bush Fire Protection. | not applicable - the site is not identified as bushfire prone land |
| | Development on land that is mapped as being bushfire prone must satisfy the requirements of AS 3959: Construction of Buildings in Bush Fire Prone Areas | not applicable |

| Clause | Requirements | Comments |
|------------------------|-------------------|---|
| 10.2 Contaminated land | Contaminated land | not applicable - the site is not identified on Councils Potentially Contaminated Land Register |
| 10.3 Flood liable land | | The site is identified as flood prone land. This will have no implications on this type of development. |

Provisions of any Planning Agreement or Draft Planning Agreement (s4.15(a)(iia))

Not applicable.

Prescribed Matters in the Regulation (s4.15(a)(iv))

Not applicable.

Likely Impacts of that Development (s4.15(b))

The development is minor in nature and associated with the existing cadet hall on the land. It is considered unlikely there will be any detrimental impacts, subject to appropriate conditions of consent.

Suitability of Site for Development (s4.15(c))

The proposed shipping container will be used for storage only. It will be located on an existing concrete slab at the rear of the cadet hall. The site is considered suitable for the proposed development.

Submissions (s4.15(d))

Not applicable

The Public Interest (s4.15(e))

Not applicable

Political Donations and Gifts Disclosure

The Applicant has advised that they have not made any reportable political donations to a Councillor and/or any gift to a Councillor or Council employees within a two (2) year period before the date of the application being submitted.

ATTACHMENTS

1. Conditions
2. Plans
3. Statement of Environmental Effects

Attachment 1 - Conditions

DA2023/0096 – Shipping Container – Cadet Hall – 306-308 Victoria St

Conditions

1. Development as per Plans

The development shall take place in accordance with the approved plans and documentation, including any notations marked by Council thereon, as referenced in Schedule 1 - List of approved plans attached to DA No. 2023/0096, and the conditions of consent.

2. Advertising Signs

No advertising sign and/or structure other than that which is permissible without consent is to be erected as part of the approved development unless a formal application has been submitted to Council and a Development Consent has been issued.

3. No Liability for Flooding

The land may be subject to flooding and the development has been assessed using best available information concerning the likelihood of flooding at the date of determination. If the land is flooded, Council will not, pursuant to Section 733 of the Local Government Act 1993, incur any liability in respect of the granting of this consent.

4. Comply with the BCA

The structure(s) are to comply with the relevant requirements of the Building Code of Australia and the Environmental Planning and Assessment Act 1979.

5. Department of Planning Housing and Infrastructure – Crown Lands

- a) Crown Land consent is given without prejudice so that consideration of the proposed development may proceed under the Environmental Planning and Assessment Act 1979 and any other relevant legislation.
- b) Crown Land consent does not imply the concurrence of the Minister for Lands and Property for the proposed development, or the issue of any necessary lease, licence or other required approval under the Crown Land Management Act 2016; and does not prevent the Department of Planning Housing and Infrastructure - Crown Lands from making any submission commenting on.
- c) Crown Land consent will expire after a period of 12 months from the date of this letter if not acted on within that time. Extensions of this consent can be sought.
- d) The Minister reserves the right to issue landowner's consent for the lodgement of applications for any other development proposals on the subject land concurrent with this landowner's consent.
- e) Irrespective of any development consent or any approval given by other public authorities, any work or occupation of Crown land cannot commence without a current tenure from the Department of Planning Housing and Infrastructure - Crown Lands authorising such work or occupation.

Attachment 2 - Plans

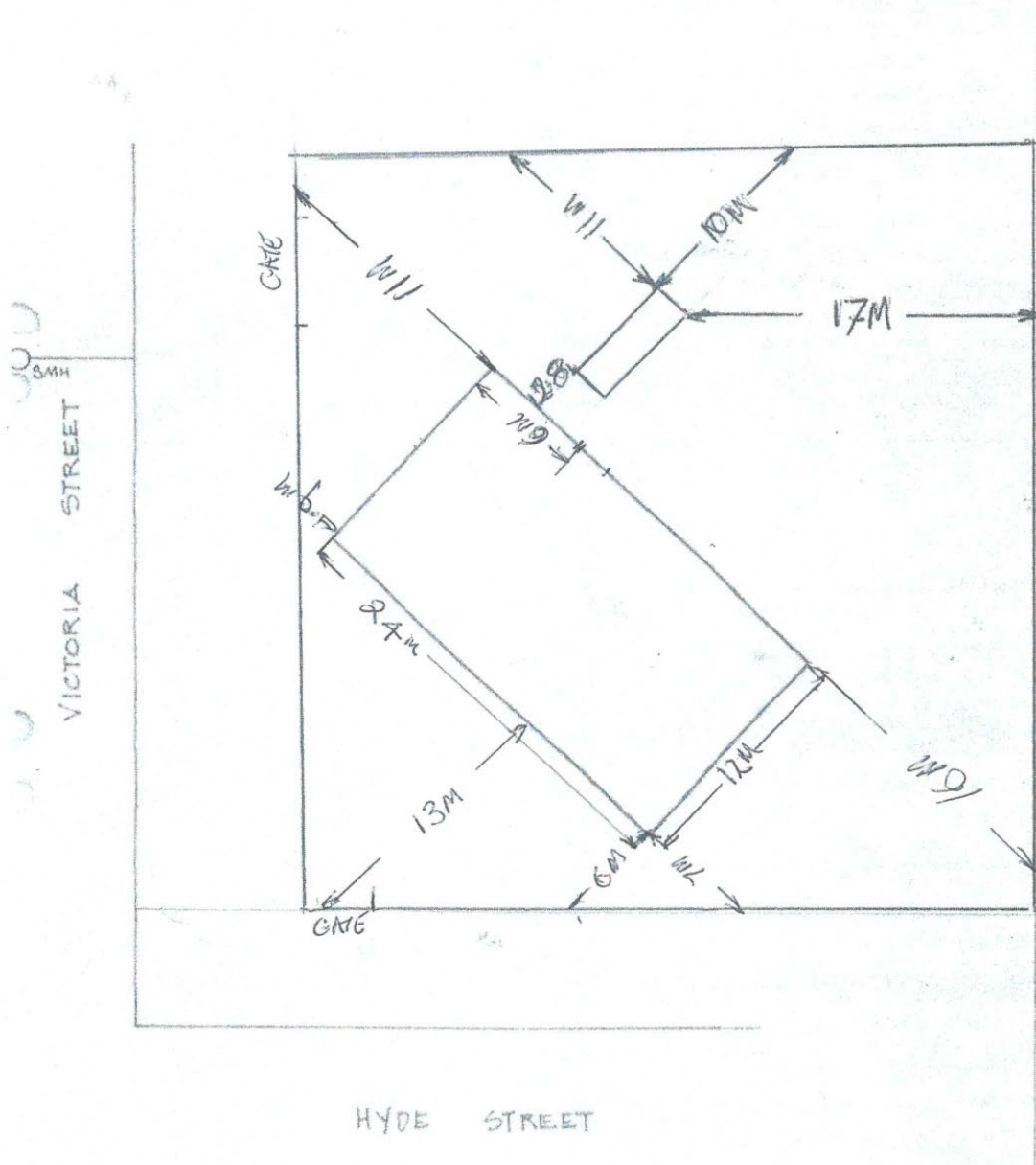
Document Set ID: 134029
Version: 1, Version Date: 13/01/2021

DENILIQUIN MUNICIPAL COUNCIL

PLAN OF SEWERING OF PREMISES

Plan No. 3201

Description of Land COR LOT 2 SEC 5 VICTORIA ST Valuation No. 2004



SCALE 1:300

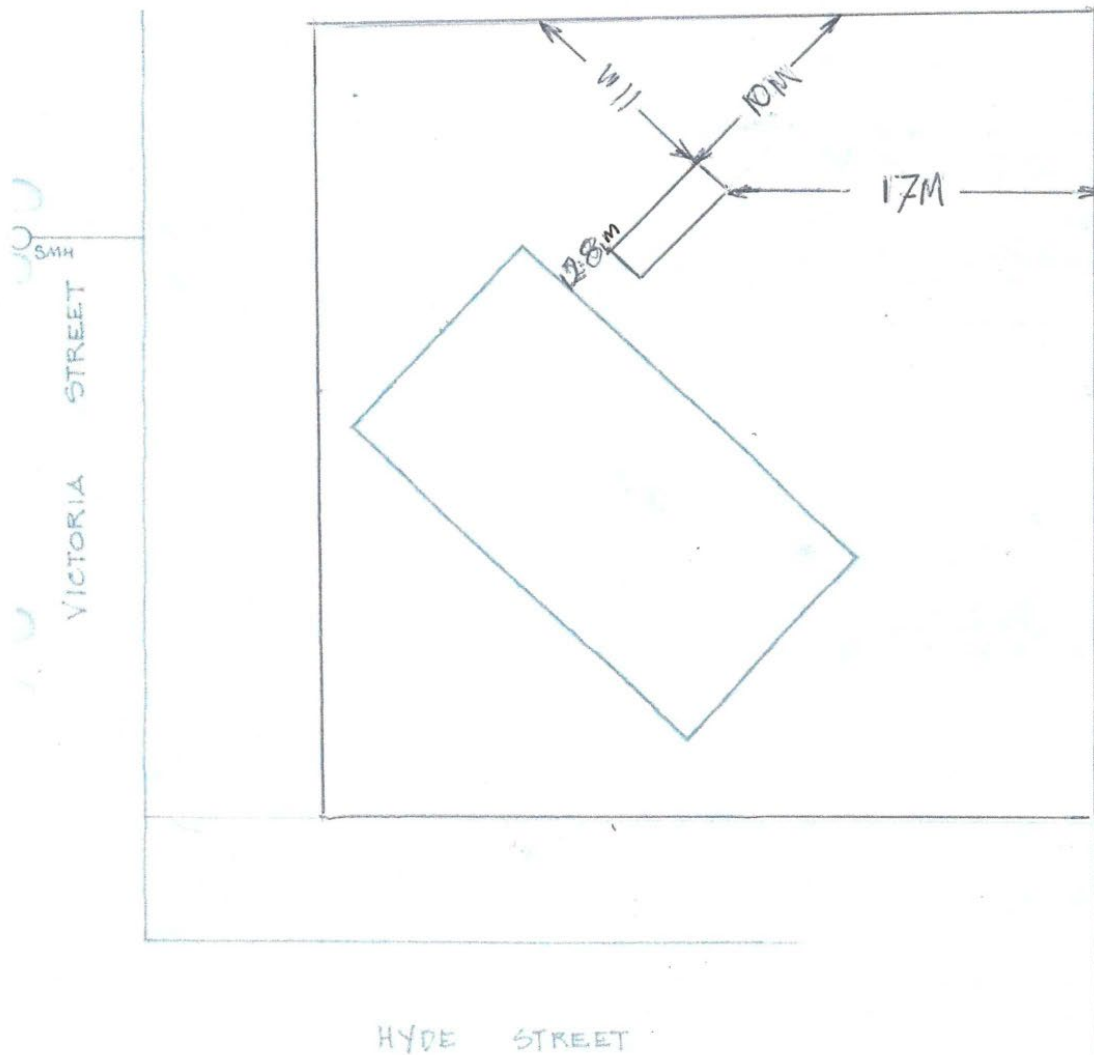
Document Set ID: 134029
Version: 1, Version Date: 13/01/2021

DENILIQUIN MUNICIPAL COUNCIL

PLAN OF SEWERING OF PREMISES

Plan No. 3201

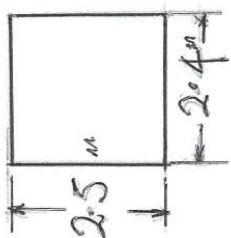
Description of Land COK LOT 2 SEC 5 VICTORIA ST Valuation No. 2004



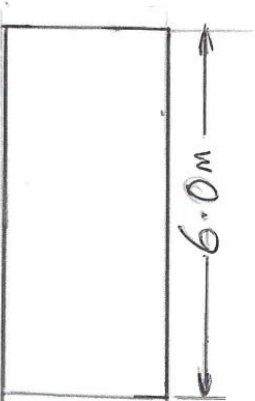
SCALE 1:300

CONTAINER

SCALE 1:100



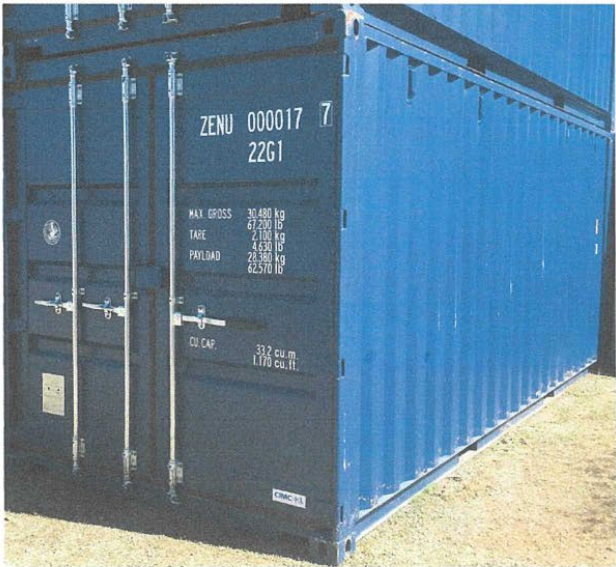
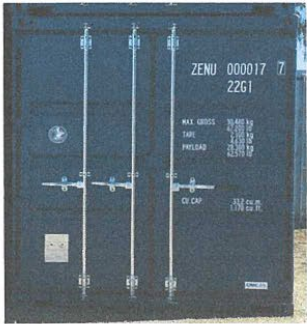
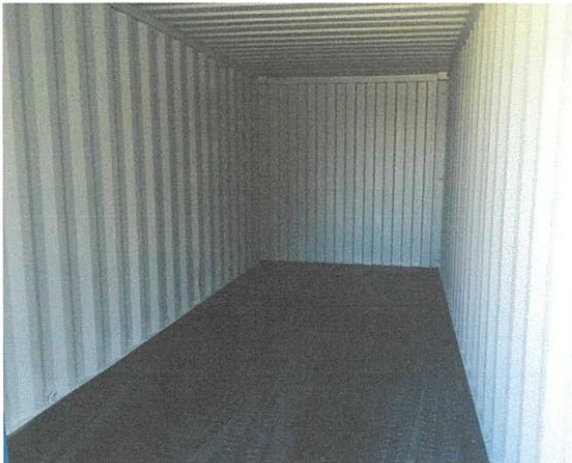
FRONT ELEVATION



SIDE ELEVATION



FLOOR PLAN
RUBBER MATTING



Attachment 3 - SOEE



Edward
River
COUNCIL

FORM 7

Statement of Environmental Effects for Minor
Impact Developments

IMPORTANT INFORMATION

In accordance with Schedule 1 of the Environmental Planning and Assessment Regulation 2000 a development application must be accompanied by a Statement of Environmental Effects.

QUALIFIER

This Statement of Environmental Effects template has been produced to assist applicants identify the environmental impacts of a development and the steps to be taken to protect the environment or lessen expected harm. The template is suitable for minor impact development. It may be necessary for Council to request additional information depending on the nature of the impacts of a proposal. Larger scale developments should be accompanied by a detailed and specific Statement of Environmental Effects.

| 1. Applicant Details | | | |
|--|--------------------------------|-------|----------------------------|
| Applicant Name | John Harris | | |
| Postal Address <small>Your reply will be posted to this address</small> | 3449 Cressy Street, Deniliquin | | |
| Phone | 0431 703 7698 | Email | john.harris@ozemail.com.au |

| 2. Property Details (of the site to be developed) | | | |
|---|-----------------------|--------------------------|---------------------|
| Street Number | 306-308 | Street | Victoria Street |
| Town | Deniliquin | Site Area m ² | 1758 m ² |
| Lot/DPs numbers | Lot 2 Sec 5 DP 758782 | | |

| 3. Proposal details | |
|---|--|
| Describe your proposal in detail, including: <ul style="list-style-type: none">the physical description of building and any proposed buildingsdimensions of building including height, proposed materials, nominated colour scheme, nature of usesignage, disabled access and facilities, driveway access points, parking | |
| Install a shipping container onsite | |

| 4. Site details | |
|--|---------------------|
| What is the area of the site? | 1758 m ² |
| What is the land zone? | RE1 |
| Describe the site - Provide information on physical features of the site such as shape, slope, vegetation, waterways, access, existing services/infrastructure | |
| Flat land, minimal vegetation. | |
| Describe the use of lands adjoining the site. Will the proposal impact on adjoining property? Consider issues such as noise, privacy, overland flows of storm water and other amenity impacts. | |
| Residential and parkland. Also school. | |

| 5. Present and Previous Uses | |
|---|---|
| What is the present use of the site and when did this use commence? Did this use receive development consent? | |
| Cadet Hall | |
| List the previous use(s) of the site | |
| | |
| Are you relying on existing use rights? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Have any potentially contaminating activities been undertaken on the property? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| If yes, please identify: | |
| | |

| 6. Existing Structures | |
|--|--|
| List existing structures on the land | |
| 1 Building | |
| List any structures to be demolished as part of the proposal | |
| n/a | |

| 7. Subdivision | |
|------------------------------|---|
| Do you propose to subdivide? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| How many existing lots? | |
| How many proposed lots? | |

| 8. Planning Policies / Controls | | | |
|--|--------------------------|--------------------------|-------------------------------------|
| Does the proposal <u>seek a variation</u> to the provisions contained in the following controls? | Yes | No | N/A |
| Deniliquin LEP 2013 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Conargo LEP 2013 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Deniliquin DCP 2016 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Other relevant SEPP / EPI Standards | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

| 9. Context and Setting | | | |
|---|-------------------------------------|-------------------------------------|--------------------------|
| | Yes | No | N/A |
| Will the Development be visually prominent in the surrounding area? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Will the Development be consistent with the existing streetscape or Council Policy? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Will the development be out of character with the surrounding area? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Comment | | | |

| 10. Access and Traffic | | | |
|--|-------------------------------------|-------------------------------------|-------------------------------------|
| | Yes | No | N/A |
| Is legal and practical access available to the site? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are additional access points to road network required? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Has vehicle manoeuvring and onsite parking been addressed in the design? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Will the development increase local traffic movements/volumes? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| If yes, please specify how much: | | | |

| 11. Utilities and Services | |
|---|--|
| Water supply - Please provide details of existing and any proposed arrangements | |
| | |
| Sewer - Please provide details of existing and any proposed arrangements | |
| | |
| Storm Water connection / disposal - Please provide details of existing and any proposed arrangements | |
| | |
| Septic Tank / Effluent disposal - Please provide details of existing and any proposed arrangements | |
| | |
| Other | |

12. Threatened Species and Biodiversity Considerations

Is the land identified as a critical habitat or as part of a critical habitat?

☐ Yes☒ No**If yes**, you need to submit a Species Impact Statement to accompany your application

Is the development likely to significantly affect threatened species populations or ecological communities or their habitat?

☐ Yes☒ No**If yes**, you need to submit a Species Impact Statement to accompany your application

Does the proposal include land clearing of native vegetation?

☐ Yes☒ No**If no**, proceed to Section 13

Does your proposal require land clearing of vegetation within an area identified on the Biodiversity Values Map as defined under the Biodiversity Conservation Regulation 2017?

☐ Yes☒ No

Does your proposal exceed the Biodiversity Offset Scheme Thresholds in accordance with part 7.4 of the Biodiversity Conservation Act 2016?

☐ Yes☒ No**If yes to EITHER of the above 2 questions**, please attach a Biodiversity Development Assessment Report (BDAR) in accordance with part 6.12 of the Biodiversity Conservation Act 2016**If no to BOTH of the above 2 questions**, please attach a "test of significance" also known as the 5 part test, in accordance with section 7.3 of the Biodiversity Conservation Act 2016**13. Environmental Impacts**

Is your proposal likely to result in air, noise or water pollution? (Including during construction works)

☐ Yes☒ No**If yes**, please describe the source of pollution and what measures will be implemented to control pollution

Air (Dust, Odour)

Noise

Water

Is the development likely to result in any form of sediment run-off?

☐ Yes☒ No**If yes**, please describe what erosion prevention and sediment control measures you propose to implement

Is the land flood prone?

☒ Yes☐ No**If yes**, describe the proposed finished floor levels of habitable rooms

Is the land classed as bushfire prone?

☐ Yes☒ No**If yes**, and if your proposal is for the construction of a dwelling or dwelling additions/alteration, you will need to undertake BAL Risk Assessment in accordance with NSW RFS Planning requirements and provide to Council. If you determine your development is a higher risk BAL 40 or BAL FZ, you will need to consult with a Bushfire consultant to assist further.

Do you propose to clear any vegetation and/or trees (Non-Native) as part of your proposal?

☐ Yes☒ No**If yes**, please provide details

14. Aboriginal Cultural Heritage

Is the proposed site of the development in close proximity to Aboriginal cultural heritage (ACH) indicators (such as the Edward River or sites that are registered within the Aboriginal Heritage Information Management System (AHIMS) which may include culturally modified trees and known burial)?

☐ Yes☒ No

If yes, you must submit evidence that they have carried out due diligence in determining that the actions will not harm Aboriginal objects.

Attention is drawn to the *Due Diligence Code of Practice for the Protection of Aboriginal Objects in NSW* (the Code) and in particular the generic Due Diligence process on pages 10 – 14 of the Code. Anyone who exercises due diligence in determining that their actions will not harm Aboriginal objects has a defence against prosecution for the strict liability offence if they later harm an object. Further information on the code is available at the OEH website: www.environment.nsw.gov.au/resources/cultureheritage/ddcop/10798ddcop.pdf

As a minimum the applicant is required to undertake a Due Diligence assessment in accordance with the Code to identify:

- Whether or not Aboriginal objects are, or are likely to be, present in the proposed development area, and
- To determine whether or not the proposed activities are likely to harm Aboriginal objects (if present)

To determine whether further assessment in the form of an Aboriginal Cultural Heritage Assessment (ACHA) and/or an Aboriginal Heritage Impact Permit (AHIP) application is required.

Briefly summarise below the findings of your Due Diligence assessment – detail your site inspection, results from your AHIMS basic search and any other relevant information sourced

15. Presumptive Title

Is your development proposal located on the riverbank?

☐ Yes☒ No

If yes, please advise / provide evidence if you have presumptive title (own to the middle thread of the river). This information can be obtained from Crown Lands – Phone 1300 886 235.

16. Operational and Management Details

NOTE

This section does not relate to residential development and is generally only applicable to commercial, industrial, rural industrial or tourism developments

| | | | |
|--|----|----|----|
| Describe in detail the proposed business/activity | | | |
| | | | |
| Hours of operation | | | |
| Monday to Friday | AM | to | PM |
| Saturday | AM | to | PM |
| Sunday | AM | to | PM |
| Extended hours | AM | to | PM |
| Total number of staff members | | | |
| Maximum number of staff members on duty at any one time | | | |
| Maximum number of clients/customers expected in a day | | | |
| Maximum number of clients/customers expected at any one time | | | |
| Expected vehicle types associated with the proposal | | | |
| Number of car parking spaces provided | | | |
| Location of car parking spaces provided | | | |
| Describe arrangements transport, loading, and unloading of goods (including expected frequency of deliveries, size of vehicles and frequency of truck movements) | | | |
| | | | |
| List machinery associated with the proposed business / activity | | | |
| | | | |
| List the type and quantity of raw materials, finished products and waste materials | | | |
| | | | |
| Describe how waste will be disposed | | | |
| | | | |
| Identify any processes or materials that may be potentially hazardous and identify management | | | |
| | | | |

12.5. DEVELOPMENT SERVICES ACTIVITY REPORT FEBRUARY 2024

Author: Manager Development Services

Authoriser: Director Infrastructure

RECOMMENDATION

That Council receive and note the February 2024 Development Services Report

BACKGROUND

The Development Services Reports for February 2024 is included in Attachment 1.

ISSUE/DISCUSSION

There are no items noted for discussion within the report.

STRATEGIC IMPLICATIONS

There are no specific implications within the report.

COMMUNITY STRATEGIC PLAN

1. Shaping the Future
- 1.2 Quality built environment
- 1.3 Enhanced Active and Passive Open Spaces

FINANCIAL IMPLICATIONS

There are no matters in this report that have specific financial implications.

LEGISLATIVE IMPLICATIONS

The activities and applications detailed in the report are governed by Legislative requirements.

ATTACHMENTS

1. Monthly Reports

Attachment 1 - 2 Environment Report February 2024



| Development Activity | | | | | |
|---------------------------------------|---|--|---------------|---------------|----------------------------|
| Applications received – February 2024 | | | | | |
| Application | Property Description | Proposal | Date Received | Date Approved | Status |
| DA2024/0005 CC2024/0003 | Lot 22 DP 865525, 208 Old Racecourse Road, Deniliquin | New Dwelling and Garage | 7/2/24 | 14/2/24 | Approved |
| DA2024/0006 CC2024/0004 | Lot 2 DP 286093, 642 Ochertyre Street, Deniliquin | New Dwelling and Garage | 7/2/24 | 14/2/24 | Approved |
| DA2024/0007 | Lot 3 DP 986937, 284 Harfleur Street, Deniliquin | Demolish Existing Dwelling, Carport and Shed | 12/2/24 | 20/2/24 | Approved |
| PC CC2024/0005 | Lot 55 DP 756353, 2025 Tuppal Road, Tuppal | 5 Silo's | (12/2/24) | 30/1/24 | Approved Private Certifier |
| DA2024/0008 | Lot 1 DP 1101706, 117 Pyles Road, Blighty | Farm Shed | 15/2/24 | 23/2/24 | Approved |
| DA2024/0009 | Lot 33 DP 756301822 Moonee Swamp Road, Deniliquin | Micro Distillery | 16/2/24 | - | Under assessment |
| DA2024/0010 PC2024/0006 | Lot 5 DP 38309, 497 St Michael Street, Deniliquin | New Double Storey Dwelling & Garage | 16/2/24 | - | Under assessment |
| DA2024/0011 | Lot 6 DP 317, 129 Davidson Street, Deniliquin | Demolish Existing Dwelling | 20/2/24 | 21/2/24 | Approved |
| DA2024/0012 CC2024/0007 | Lot 16 DP 1295329, 321 Wakool Road, Deniliquin | Residential Shed | 22/2/24 | 29/2/24 | Approved |



| | | | | | |
|---|---|---|-----------|---------|----------------------------|
| DA2024/0013 CC2024/0008 | Lot 85 DP 756336, 3995 Cobb Highway, Wanganella | Farm Shed | 27/2/24 | - | Under assessment |
| Complying Development Certificates | | | | | |
| PC CDC2024/0001 | Lot 3 DP 285656, 3/461 Charlotte Street, Deniliquin | Pergola | (21/2/24) | 15/2/24 | Approved Private Certifier |
| PC CDC2024/0002 | Lot 3 Sec 77 DP 979186, 101 Crispe Street, Deniliquin | Inground Swimming Pool | (28/2/24) | 28/2/24 | Approved Private Certifier |
| S68 Applications | | | | | |
| LG2024/0001 | Lot 22 DP 865525, 208 Old Racecourse Road | Water supply & sewerage work & stormwater drainage work | 7/2/24 | 14/2/24 | Approved |
| LG2024/0002 | Lot 2 DP 286093, 642 Ochertyre Street, Deniliquin | Water supply & sewerage work & stormwater drainage work | 7/2/24 | 16/2/24 | Approved |
| LG2024/0003 | Lot 5 DP 38309, 497 St Michael Street, Deniliquin | Water supply & sewerage work & stormwater drainage work | 16/2/24 | - | Under assessment |
| LG2024/0004 | Lot 51 DP 756511, 7599 Pretty Pine Road, Moulamein | Confest | 27/2/24 | 27/2/24 | Approved |

| Development Applications by Type for February 2024 | | | | | | |
|---|----------------------|--------------------------------------|------------------------------|--------------|--------------------|-----------------------------|
| Development Type | New Dwellings | Dwelling Alts/Additions/sheds | Commercial/Industrial | Other | Subdivision | No of lots resulting |
| Number | 3 | 3 | 0 | 4 | 0 | 0 |
| Totals 2024 | 7 | 5 | 1 | 4 | 0 | 0 |



| Processing Times for February 2024 | | |
|------------------------------------|--------------------|--------------------|
| Application Type | * Mean Gross Days | ** Mean Net Days |
| DA | 38 | 18 |
| Mod (\$4.55) of DA & DA/CC | - | - |
| CDC | Private Certifiers | Private Certifiers |
| CC | 15 | 15 |
| S68 Applications | 8 | 8 |

* Mean gross days = Total days from lodgment to determination ** Mean Net Days = Total days less Stop the Clock days

| Value and Number of Applications Determined 2023 and 2024 | | | | | | | | | | |
|---|---------|---------|----------|----------|---------|---------|---------|---------|-----------------|----------------|
| Month | DA 2023 | DA 2024 | CDC 2023 | CDC 2024 | CC 2023 | CC 2024 | LG 2023 | LG 2024 | Value DA 2023 | Value DA 2024 |
| January | 4 | 5 | 0 | 0 | 3 | 3 | 4 | 3 | \$148,890 | \$172,000 |
| February | 8 | 12 | 1 | 2 | 5 | 4 | 7 | 3 | \$1,631,720 | \$4,079,530 |
| March | 6 | | 1 | | 5 | | 7 | | \$4,340,700 | |
| April | 4 | | 0 | | 3 | | 0 | | \$194,595 | |
| May | 3 | | 2 | | 2 | | 5 | | \$2,248,880 | |
| June | 14 | | 0 | | 9 | | 7 | | \$4,043,451 | |
| July | 7 | | 0 | | 3 | | 3 | | \$1,743,731 | |
| August | 12 | | 0 | | 8 | | 7 | | \$4,318,485 | |
| September | 5 | | 2 | | 4 | | 4 | | \$243,621 | |
| October | 8 | | 1 | | 3 | | 8 | | \$1,987,350 | |
| November | 5 | | 0 | | 4 | | 3 | | \$663,074 | |
| December | 8 | | | | 4 | | 5 | | \$4,437,044 | |
| TOTALS | 84 | 17 | 7 | 2 | 51 | 7 | 60 | 6 | \$26,001,541.00 | \$4,251,530.00 |



Note: numbers of application determined does not include modifications and applications determined by private certifiers. Value of application determined does not include the value of work for Construction Certificates and s68 applications.

Section 10.7 Certificates/Sewerage Drainage Diagrams

| | |
|-----------------------------|--------|
| Planning certificates | 47 |
| Sewerage drainage diagrams | 37 |
| Average processing time | 1 day |
| Maximum time for processing | 3 days |

Inspections for February

| Site | Footing / Pier | Slab | Frame | Hot & Cold | Wet Area | Sewer / Septic | Storm Water | Final | Public Health | Food Van | Trade Waste Site Visit | Meetings | Murrumbidgee Council | Total |
|------|----------------|------|-------|------------|----------|----------------|-------------|-------|---------------|----------|------------------------|----------|----------------------|-------|
| 18 | 2 | 5 | 4 | 4 | 4 | 10 | 4 | 0 | 8 | 0 | 1 | 6 | 0 | 66 |

Swimming Pool Inspection Program

| Month | 1 st Inspection | 2 nd Inspection | 3 rd Inspection | TOTAL 2024 |
|----------|----------------------------|----------------------------|----------------------------|------------|
| February | 3 | 0 | 0 | 6 |



Animal Control /Ranger Activities

Ranger's Report – February 2024

Companion Animals

| Seized / Surrendered / Dumped | Released to Owner prior to impounded | In Pound | Released to Owner after impounded | Re- Homed | Euthanised | | Stolen or escaped | Still In Pound | Declared Dangerous Menacing | Micro Chipped | Registered | Fines Issued |
|-------------------------------------|---|----------|---|--------------|------------|------|----------------------|-------------------|-----------------------------------|------------------|------------|--------------|
| | | | | | Cats | Dogs | | | | | | |
| 19 | 3 | 16 | 3 | 2 | 11 | 0 | 0 | 0 | 0 | 2 | 6 | 1 |

Note: 11 cats euthanized due to being unsuitable to rehome (feral)

Note: The figures contained in this report relate to animal control activities carried out in the current month being reported on. Rehoming/Return to owner etc may occur in a subsequent month and are therefore not captured in this reporting period.

| Clean Up | | | Parking | | Impoundment | | |
|--------------|-----------------|-------|---------|-------|-------------|------------|--------------------|
| Notices Sent | Illegal Dumping | Fines | Patrols | Fines | Vehicles | Live stock | Euthanised (other) |
| 0 | 1 | 0 | 6 | 1 | 0 | 0 | 1 x Fox |

Dog Attacks

| Date | Details | Outcome |
|----------|---------|---------|
| February | - | - |

Public Health Activities

| Details | |
|--|--|
| Arbovirus monitoring program (Mosquito monitoring) | Ongoing monitoring and trapping |
| | Distribution of mosquito information packs (book, stickers, textas) to local and village Primary Schools. |
| Food Safety | Distribution of Food Safety calendars to Food Premises |
| Water Sampling | Additional water sampling carried out to assist with investigations into water quality and to confirm compliance with National Drinking Water Guidelines |



12.6. MAJOR PROJECTS UPDATE - FEBRUARY 2024

Author: Projects Coordinator

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council receive and note the Major Projects Program - Progress Report for February 2024

BACKGROUND

A breakdown of current funding and active projects is as follows:

| Government Funding Body (does not include Council contribution) | Project | Funding Received (excl) | Funding Remaining (excl) |
|--|---|--------------------------------|---------------------------------|
| NSW Showground Stimulus Funding | Demolition & Construction of amenities Extension of Clubrooms - DNA Roadway & Carparking Eastern Side Sealed Access Roads, Carpark and Kerb and Gutter | \$1,500,703 | \$244,451 |
| Stronger Country Communities Fund - R4 | Lighting Deniliquin and Blighty Rec Reserves | \$768,338 | \$0.00 |
| Stronger Country Communities Fund - R5 | Peppin Heritage Center - Masterplan Implementation Town Hall Revitalisation | \$939,885 | \$930,170 |
| Local Roads and Community Infrastructure - R3 | Saleyards Refurbishment | \$426,340 | \$352,712 |
| Local Roads and Community Infrastructure - R4 | Part A - Lighting Deniliquin and Blighty Rec Reserves Part A - Band hall refurbishment Part B - not yet allocated | \$1,518,748 | \$1,418,362 |

| Government Funding Body (does not include Council contribution) | Project | Funding Received (excl) | Funding Remaining (excl) |
|--|--|--------------------------------|---------------------------------|
| Office of Local Government | Flood Recovery - Essential Public Assets | \$1,000,000 | \$10,810 |
| Department of Planning & Environment | Edward River Skate Park Development | \$500,000 | \$479,915 |
| Fixing Country Roads | Pretty Pine Road Widening | \$1,736,972 | \$1,522,809 |
| Regional Emergency Road Repair Fund | Road Network Repair Pretty Pine Road Widening | \$7,001,855 | \$5,212,499 |
| Essential Public Asset Reconstruction (DFRA - TfNSW Administer) | Road Network Repair | \$11,535,909 | \$8,744,208 |

Total project budget, actuals, and balance is attached.

ISSUE/DISCUSSION

Project Updates

DNA Clubrooms

| Project Description | Extension of DNA Clubrooms (managed by the DNA and Cricket Club committees) |
|----------------------------|--|
| Funding | SCCF R4 (Deniliquin Cricket Club) and NSW Showground Stimulus |
| Timing | Anticipated completion June 2024 |
| % Complete | 50% |
| Update | Blockwork has all been completed, new sewer and mains work have been finished. Tuss work has commenced and looking to be complete by early March 24. |

Lighting Deniliquin and Blighty Reserves

| Project Description | Provide improved lighting to sporting grounds - Hardinge St Oval, Blighty Oval and Memorial Park |
|----------------------------|---|
| Funding | SCCF R4 & LRCI R4 |

| | |
|----------------------------|---|
| Project Description | Provide improved lighting to sporting grounds - Hardinge St Oval, Blighty Oval and Memorial Park |
| Timing | Anticipated completion April 24 |
| % Complete | 80% |
| Update | <p>In February 2024, contractor DeAraugo and Lea, installed the football and netball poles and electrical cabinet foundations at all three sites. They also installed the underground electrical conduits by under boring the ovals. This method reduced the chance of hitting any other underground services.</p> <p>Earlier this week they installed all the inground wiring. The Mains Switchboard was also installed at the Deniliquin Rams facility. In the second half of this week the light poles are being delivered to each site.</p> |

Edward River Village

| | |
|----------------------------|---|
| Project Description | Stage 1 - Construction of 6 dwellings |
| Funding | MDBEDF - Funding component is now complete |
| Timing | Multi Year Project |
| %Complete | 95% |
| Update | Nearing completion of Units 3 & 4, units 5 & 6 anticipated completion end of April. |

Edward River Skate Park

| | |
|----------------------------|--|
| Project Description | Development of new Skate Park |
| Funding | Department of Planning and Environment |
| Timing | Due for completion June 2024 |
| % Complete | 20% |
| Update | Earthworks have commenced and bowls are being formed up in preparation for concreting. |

Road Network Repair - Flood Recovery

| Project Description | Damage repairs throughout the road network due to Flooding |
|---------------------|---|
| Funding | Regional & Local Road Repair Program and Regional Emergency Road Repair Funds (RLRRP, RERRF) |
| Timing | Due for Completion Oct 2027 |
| % Complete | 40% |
| Update | Millears Road is complete. Carrathool Road, Stud Park Road, Tocumwal Road and Moonee Swamp Road are underway. |

| Project Description | Damage repairs throughout the road network due to flooding |
|---------------------|--|
| Funding | Essential Public Asset Reconstruction (EPAR) |
| Timing | Due for Completion June 2024 |
| %Complete | 22% |
| Update | Three crews are currently working across Pretty Pine Road and various unsealed roads across the north-east of the LGA. |

Peppin Heritage Centre - Masterplan Implementation

| Project Description | To activate the masterplan implementation for the Peppin Heritage Centre - Museum Upgrade |
|---------------------|--|
| Funding | Strong Country Communities - R5 |
| Timing | Due for completion January 2026 |
| % Complete | 15% |
| Update | The floor in the Museum and School room was removed during February 2024, the area cleaned and sprayed for pests and artifacts retrieved. Footings have been excavated in preparation for concrete footings to be poured in the second week of March 2024. |

Pretty Pine Road Widening

| | |
|----------------------------|--|
| Project Description | Pretty Road widening from 6.1m seal to an 11m formation with an 8m seal. CH58.75 to CH66.55km |
| Funding | Fixing Country Roads R6, BLOCK and RERRF |
| Timing | Multi Year |
| % Complete | 5% |
| Update | Funding from FCR was dependent on Council receiving additional funding through HVSP, however the application was not approved. Staff have worked closely with both State and Federal governments and approval has been obtained to use RERRF funding alongside FCR to complete this project. Contract has been awarded. |

STRATEGIC IMPLICATIONS

COMMUNITY STRATEGIC PLAN

- 4. Delivering community assets and services
 - 4.1 Vibrant villages and towns
 - 4.2 Reliable Water and Sewerage
 - 4.3 Friendly and Supportive Customer service

FINANCIAL IMPLICATIONS

Projects funded through these programs include costs for the design, documentation, and supervision costs for each project.

LEGISLATIVE IMPLICATIONS

Council must ensure that these projects are completed within the timeframes set out within the funding agreements.

ATTACHMENTS

Attachment 1 - Report - Feb 2024



Current/Active Funded Projects

| Funding Source | Project Title | Total Budget | Actual Expenses | Balance Remaining | Percentage Complete |
|--|---|----------------------|---------------------|---------------------|---------------------|
| Stronger Communities Fund - R2 | | \$ 10,000 | \$ - | \$ 10,000 | |
| | Truck Stop Strategy (variation in place to move to Town Hall Funding) | | | | 0% |
| NSW Showground Stimulus Funding - P2 | | \$ 1,500,703 | \$ 1,256,252 | \$ 244,451 | |
| | Demolition & Construction of amenities | \$ 141,894 | \$ 141,894 | | 100% |
| | Extension of Clubrooms - DNA | \$ 347,067 | \$ 147,770 | | 50% |
| | Roadway & Carparking Eastern Side | \$ 232,716 | \$ 232,716 | | 100% |
| | Sealed Access Roads, Carpark, K&G PM | \$ 630,145 | \$ 606,460 | | 100% |
| | | | \$ 127,412 | | |
| Stronger Country Communities Funding - R4 (additional Funding in LRCI R4) | | \$ 768,338 | \$ 768,338 | \$ - | |
| | Lighting Deniliquin and Blighty Rec Reserves | | \$ 768,338 | | 100% |
| Local Roads and Community Infrastructure R4 | | \$ 1,518,748 | \$ 100,386 | \$ 1,418,362 | |
| Part A - Lighting Deni and Blighty Reserves | Work Schedule yet to be approved | \$ 600,000 | \$ 100,386 | | 0% |
| Part A - Band Hall Refurbishment | Work Schedule yet to be approved | \$ 363,170 | | | 0% |
| Part 2 | Not yet allocated | \$ 555,578 | | | 0% |
| Various Funding | | \$ 4,430,000 | \$ 4,202,904 | \$ 227,096 | |
| Murray Darling Diversification Funding | Edward River Village | \$ 1,000,000 | \$ 1,000,000 | | 100% |
| Council | | \$ 520,000 | \$ 520,000 | | 100% |
| Council sales revenue | | \$ 2,910,000 | \$ 2,682,904 | | 85% |
| Local Roads and Community Infrastructure - R3 | | \$ 426,340 | \$ 73,628 | \$ 352,712 | |
| | Refurbishment of the Saleyards | | \$ 73,628 | | 20% |
| Stronger Country Communities R5 | | \$ 939,885 | \$ 9,715 | \$ 930,170 | |
| | Peppin Heritage Centre - Masterplan Implementation | \$ 714,000 | \$ 9,715 | \$ 704,285 | 1% |
| | Town Hall Revitalisation Project - Regional | \$ 225,885 | \$ - | \$ 225,885 | 0% |
| Regional & Local Road Repair Program - TfNSW (now combined with RERRF below) | | \$ 2,914,961 | \$ - | \$ - | |
| | Flood Recovery - Road network | | | | |
| Regional Emergency Road Repair Funding - TfNSW (combined with RLRRP to form RERRF) | | \$ 7,001,855 | \$ 1,789,356 | \$ 5,212,499 | |
| | Flood Recovery - Road network | \$ 4,086,894 | \$ 1,789,356 | | 26% |
| Flood Recovery - Office of Local Government | | \$ 1,000,000 | \$ 989,190 | \$ 10,810 | |
| | Flood Recovery - Essential Public Assets | | \$ 989,190 | | 99% |
| Department of Planning and Environment | | \$ 500,000 | \$ 20,085 | \$ 479,915 | |
| | Edward River Skate Park Development | | \$ 20,085 | | 4% |
| Fixing Country Roads | | \$ 1,736,972 | \$ 214,163 | \$ 1,522,809 | |
| | Pretty Pine Road - Widening | | \$ 214,163 | | 0% |
| Essential Public Asset Reconstruction DFRA - TfNSW Administer | | \$ 11,535,909 | \$ 2,791,701 | \$ 8,744,208 | |
| | Road Network Repair | | \$ 2,791,701 | | 24% |

12.7. INVESTMENT REPORT - FEBRUARY 2024

Author: Financial Accountant

Authoriser: Chief Financial Officer

RECOMMENDATION

That Council

1. Note and receive the February 2024 report on investments totalling \$38,156,122 inclusive of cash at bank for day-to-day operations
2. Note that actual interest earned in the month of February 2024 was \$104,730
3. Note that total interest earned for the year to 29 February 2024 is \$1,074,666
4. Note the Certificate of the Responsible Accounting Officer and adopt the Investment Report.

BACKGROUND

The purpose of this report is to update Council on the investment of surplus funds and performance of Council's investment portfolio for the month to 29 February 2024 as required by Regulation No 264 (Part 19) of the Local Government Act 1993.

As at 29 February 2024, Council had a total of \$38,156,122 in invested funds. Interest earned from investments during the month of February 2024 was \$104,730.

Included in this report are the following items:

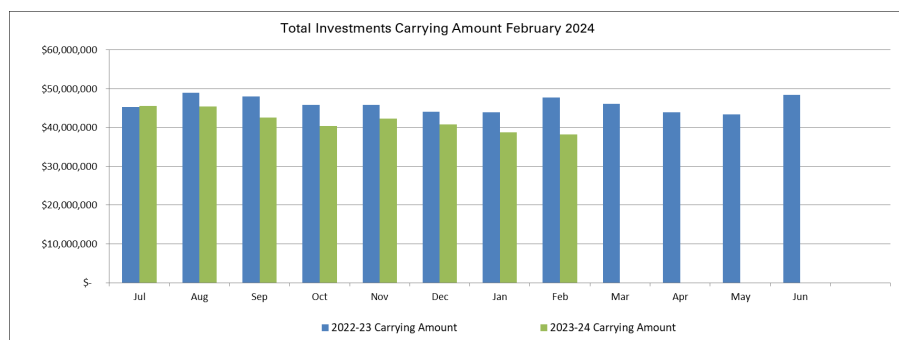
- Council's Investments as at 29 February 2024
- Restrictions Applying to Investment Funds
- Investment Portfolio Performance
- Investment Commentary
- Monthly Report from Imperium Markets
- Certification by the Responsible Accounting Officer

ISSUE/DISCUSSION

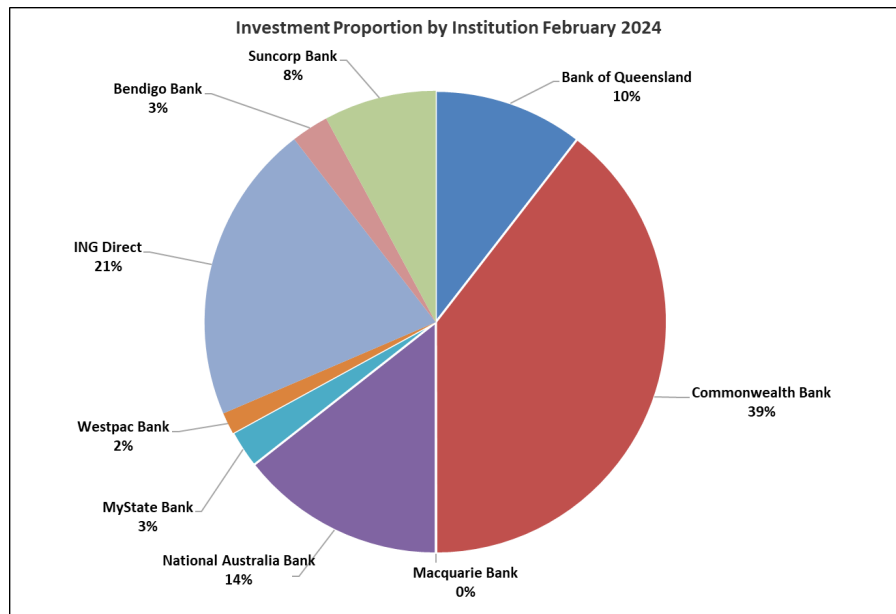
Council's Investments as at 29 February 2024

As at 29 February 2024, Council had a total of \$38,156,122 in term deposits and cash at bank exclusive of unrepresented receipts or cheques.

The total investments balance has seen a reduction this financial year as Council has been successfully completing capital projects. This also includes seasonal fluctuations from month to month in line with Council's cashflow requirements.



Council's funds were invested with A1+, A1 and A2 rated Authorised Deposit Institutions (ADI's).



Summary of **cash at bank** from day-to-day operations

| Cash Summary | | Comment |
|--|---------------------|---|
| Opening cash book balance | \$ 4,251,019 | |
| Plus receipts | \$ 10,870,370 | Grants, Investments, charges and rates debtors receipts |
| Less payments | \$ 9,476,698 | Capex and Opex payments |
| Cash book balance as at 29 February 2024 | \$ 5,644,691 | |
| Statement Summary | | |
| Opening statement balance | \$ 4,248,834 | |
| Plus receipts | \$ 8,283,765 | Grants, Investments, charges and rates debtors receipts |
| Less payments | \$ 6,965,323 | Capex and Opex payments |
| Bank statement balance as at 29 February 2024 | \$ 5,567,276 | |
| plus Unpresented receipts | \$ 112,353 | Receipts not yet presented at bank |
| less Unpresented payments | \$ 188 | payments not yet presented at bank |
| less Unmatched receipts on the Bank Statement | \$ 27,468 | |
| plus Unmatched payments on the Bank Statement | \$ 7,282 | |
| Reconciliation balance as at 29 February 2024 | \$ 5,644,691 | |

Restrictions applying to Investment Funds

Internal Restrictions

| | |
|--------------------------------|--------------|
| Infrastructure replacement | \$ 1,779,826 |
| Plant replacement reserve | \$ 1,798,670 |
| Recreation reserves/villages | \$ 1,113,000 |
| Other internal reserves | \$ 750,971 |
| Employee entitlements | \$ 692,727 |
| Land Development Fund | \$ 385,000 |
| Airport Development | \$ 20,000 |
| Deposits, retentions and bonds | \$ 258,428 |

Total Internal Restrictions **\$ 6,798,623**

External Restrictions

| | |
|------------------------------|--------------|
| Water supplies fund | \$ 6,567,035 |
| Sewerage services fund | \$ 7,894,147 |
| Tip remediation | \$ 1,300,000 |
| Unexpended Merger funds | \$ 366,819 |
| Other unexpended grant funds | \$ 5,854,859 |
| Other external reserves | \$ 145,892 |

Total External Restrictions **\$ 22,128,752**

Unrestricted Funds **\$ 9,228,747**

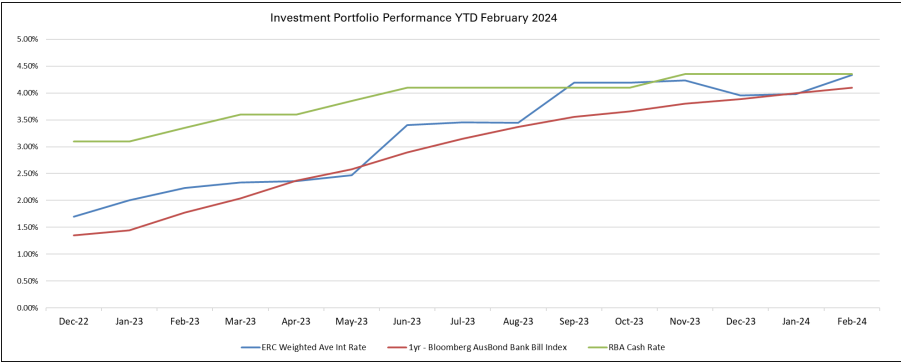
Total Funds **\$ 38,156,122**

The following restrictions applied to the cash and investments balance:

| Fund Name | Bank and Investments Percentage | |
|-------------|---------------------------------|---------|
| General | \$ 23,694,940 | 62.10% |
| Water | \$ 6,567,035 | 17.21% |
| Sewer | \$ 7,894,147 | 20.69% |
| Total Funds | \$ 38,156,122 | 100.00% |

Investment Portfolio Performance

Total interest earned from investments during the month of February 2024 was \$104,730, compared to the original monthly budget of \$135,077.



As at 29 February 2024, Council's weighted average interest rate was 4.34%, which was 0.24% above the Bloomberg AusBond Bank Bill Index implied one-year return of 4.10%. Total interest earned for the year to 29 February 2024 was \$1,074,666 compared to the budget of \$1,080,616 and previous year total of \$492,051.

Council engaged Imperium Markets Pty Ltd to provide ongoing investment advisory services from May 2021 as per recommendation from Audit Risk and Improvement Committee (resolution ARIC/2021/7). As part of this service, Imperium provides, among other services, a monthly investment review report for Council which council uses to inform investment decisions. A copy of the report is attached in this report as **Attachment 2 - Investment Review January 2024 - Imperium Markets**. Council continues to obtain financial benefits through accessing better rates through the Imperium Investment platform as well as efficiency savings in the investment process.

Investment Commentary

As at 29 February 2024, all investments were within the defined Investment Policy limits. Council's investment portfolio consisted of term deposits (80%) and cash at bank/ on call (20%).

The Reserve Bank of Australia (RBA) has not changed the official cash rate since November 2023 with the cash rate still at 4.35%. The deposit market has factored in the rate movements in recent months. The higher rates provide opportunities for Council to obtain progressively higher rates on investments as the current ones mature. To mitigate the re-investment risk of current decreasing interest rate forecasts, Council is following on the advice from Imperium Markets, to invest in term deposits with maturities 1 year to 2 years and a potential longer-term strategy of 2 - 5 years, taking into consideration council's cashflow needs. This will allow council to take advantage of the relatively higher returns currently on the market for these investments as compared to short term ones.

STRATEGIC IMPLICATIONS

Investments have been made in accordance with Council's investment policy which was adopted on 19 April 2022.

COMMUNITY STRATEGIC PLAN

5. Accountable leadership and responsive administration

5.2 Financially sustainable

FINANCIAL IMPLICATIONS

Under Council's Investment policy, investments are made with a range of ADI's, with Council funds invested with a single institution not going above a percentage of the total portfolio as follows:

| | |
|-------------|---|
| 40% | A1+ rated institutions |
| 25% | A1 rated institutions |
| 15% | A2 rated institutions |
| \$250,000 | A3 and unrated authorized deposit taking institutions |
| 100% | Commonwealth/State/Tcorp/M Funds |
| 100% | A1+ rated institutions |
| 60% | A1 rated institutions |
| 35% | A2 rated institutions |
| 5% | A3 and Unrated authorized deposit taking institutions |

LEGISLATIVE IMPLICATIONS

| | |
|--|---|
| Local Government Act 1993 | 625 How may councils invest <ul style="list-style-type: none"> A council may invest money that is not, for the time being, required by the council for any other purpose. Money may be invested only in a form of investment notified by order of the Minister published in the Gazette. <p>Editorial note—</p> <p>See Gazettes No 152 of 24.11.2000, p 12041; No 94 of 29.7.2005, p 3977; No 97 of 15.8.2008, p 7638 and No 160 of 24.12.2008, p 13140.</p> <p>(3)An order of the Minister notifying a form of investment for the purposes of this section must</p> <p>not be made without the approval of the Treasurer.</p> <p>(4)The acquisition, in accordance with section 358, of a controlling interest in a corporation or an entity within the meaning of that section is not an investment for the purposes of this section.</p> |
| Local Government (General) Regulation 2005 | 212 Reports on council investments |

| | |
|---|---|
| <p>Local Government Act 1993</p> | <p>625 How may councils invest</p> <ul style="list-style-type: none"> • A council may invest money that is not, for the time being, required by the council for any other purpose. • Money may be invested only in a form of investment notified by order of the Minister published in the Gazette. <p>Editorial note—</p> <p>See Gazettes No 152 of 24.11.2000, p 12041; No 94 of 29.7.2005, p 3977; No 97 of 15.8.2008, p 7638 and No 160 of 24.12.2008, p 13140.</p> <p>(3)An order of the Minister notifying a form of investment for the purposes of this section must</p> <p>not be made without the approval of the Treasurer.</p> <p>(4)The acquisition, in accordance with section 358, of a controlling interest in a corporation or an entity within the meaning of that section is not an investment for the purposes of this section.</p> |
| | <p>(1) The responsible accounting officer of a council—</p> <p>(a) must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented—</p> <p>i) if only one ordinary meeting of the council is held in a month, at that meeting, or</p> <p>(ii) if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and</p> <p>(b) must include in the report a certificate as to whether or not the investment has been made in accordance with the Act, the regulations and the council's investment policies.</p> <p>(2) The report must be made up to the last day of the month immediately preceding the meeting.</p> <p>Note—</p> <p>Section 625 of the Act specifies the way in which a council may invest its surplus funds.</p> |

Certification – Responsible Accounting Officer

I hereby certify that the investments listed in the Investment Report Attachment have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

Belinda Langlands

Responsible Accounting Officer

ATTACHMENTS

Attachment 1 - Schedule of Investments February 2024

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| Schedule of Investments | | | | | | | | | |
|--|------------------|---------------------|---------------|---------------|------------------|--------------|-------------------|----------------|--------------------|
| This Report is at date | | | | | 29-February-2024 | | | | |
| Description | Account No. | Rating at EOM (S&P) | Date Invested | Maturity Date | Days | Rate | Face Value Amount | % of Portfolio | Estimated Interest |
| Westpac Business Cheque Plus Account | 032-870 16-6545 | A1+ | N/a | N/a | 365 | 0.00% | 575,764 | 1.51% | Monthly |
| Westpac Business Cash Reserve | 032-870 17-9231 | A1+ | N/a | N/a | 365 | 0.05% | 0 | 0.00% | Monthly |
| Westpac 31 Day Notice Account | 032-870 23-2696 | A1+ | N/a | N/a | 365 | 3.95% | 1,685 | 0.00% | Monthly |
| Commonwealth Bank General Fund | 062-533 00000010 | A1+ | N/a | N/a | 365 | 4.15% | 4,979,955 | 13.05% | Monthly |
| Commonwealth Bank Business On Line Saver | 062-533 10151117 | A1+ | N/a | N/a | 365 | 4.35% | 2,087,162 | 5.47% | Monthly |
| Macquarie Bank - Rates | 3005-79778 | A1 | N/a | N/a | 365 | 0.00% | 11,002 | 0.03% | Monthly |
| Macquarie Bank - Water | 2643-18940 | A1 | N/a | N/a | 365 | 0.00% | 556 | 0.00% | Monthly |
| Total Oncall/ CMT Accounts | | | | | | | 7,656,122 | 20.07% | |
| Term Deposits | | | | | | | | | |
| National Australia Bank | 20-049-8755 | A1+ | 10-Jun-21 | 11-Jun-24 | 1097 | 0.75% | 3,000,000 | 7.86% | 67,623.29 |
| National Australia Bank | 50-665-2647 | A1+ | 24-May-21 | 24-May-24 | 1096 | 0.75% | 2,500,000 | 6.55% | 56,301.37 |
| National Australia Bank | CDA 37543602 | A1+ | 26-Jul-23 | 30-Jul-24 | 370 | 5.50% | 1,500,000 | 3.93% | 83,630.14 |
| National Australia Bank | 0 | A1+ | 05-Sep-23 | 05-Sep-24 | 366 | 5.20% | 1,500,000 | 3.93% | 78,213.70 |
| National Australia Bank | 0 | A1+ | 12-Sep-23 | 16-Sep-25 | 735 | 4.90% | 2,000,000 | 5.24% | 197,342.47 |
| National Australia Bank | 0 | A1+ | 14-Sep-23 | 17-Oct-24 | 399 | 5.21% | 2,000,000 | 5.24% | 113,906.30 |
| Commonwealth Bank | 0 | A1+ | 12-Sep-23 | 17-Sep-24 | 371 | 5.00% | 1,000,000 | 2.62% | 50,821.92 |
| Suncorp Bank | 0 | A1+ | 30-Nov-23 | 30-May-24 | 182 | 5.37% | 1,000,000 | 2.62% | 26,776.44 |
| Suncorp Bank | 0 | A1+ | 28-Nov-23 | 14-Aug-24 | 260 | 5.41% | 1,000,000 | 2.62% | 38,536.99 |
| Suncorp Bank | 0 | A1+ | 14-Nov-23 | 15-Jan-25 | 428 | 5.40% | 1,000,000 | 2.62% | 63,320.55 |
| ING Direct | 0 | A1 | 22-Feb-24 | 24-Feb-25 | 368 | 5.18% | 1,000,000 | 2.62% | 52,225.75 |
| ING Direct | 0 | A1 | 22-Mar-23 | 25-Mar-25 | 734 | 4.50% | 1,000,000 | 2.62% | 90,493.15 |
| ING Direct | 1100308 | A1 | 13-Jun-23 | 18-Jun-24 | 371 | 5.41% | 2,000,000 | 5.24% | 109,978.63 |
| ING Direct | 0 | A1 | 28-Jun-23 | 09-Apr-24 | 286 | 5.55% | 2,000,000 | 5.24% | 86,975.34 |
| ING Direct | 35-071-3705 | A1 | 29-Jun-23 | 30-Jun-25 | 732 | 5.55% | 2,000,000 | 5.24% | 222,608.22 |
| Total A1+ Deposits | | | | | | | 24,500,000 | 64.21% | |
| Bendigo Bank | 0 | A2 | 22-Mar-23 | 26-Mar-24 | 370 | 4.65% | 1,000,000 | 2.62% | 47,136.99 |
| Bank of Queensland | 623109 | A2 | 10-Nov-22 | 11-Nov-24 | 732 | 4.70% | 1,000,000 | 2.62% | 94,257.53 |
| Bank of Queensland | 75-932-6942 | A2 | 29-Jun-23 | 16-Jul-24 | 383 | 5.56% | 2,000,000 | 5.24% | 116,683.84 |
| Bank of Queensland | 0 | A2 | 30-Nov-23 | 27-Nov-25 | 728 | 5.35% | 1,000,000 | 2.62% | 106,706.85 |
| MyState Bank | 0 | A2 | 28-Jun-23 | 28-Jun-24 | 366 | 5.65% | 1,000,000 | 2.62% | 56,654.79 |
| Total A2 Deposits | | | | | | | 6,000,000 | 15.72% | |
| Weighted Average Interest Rate | | | | | | 4.34% | 38,156,122 | 100.00% | |



Monthly Investment Review



February 2024

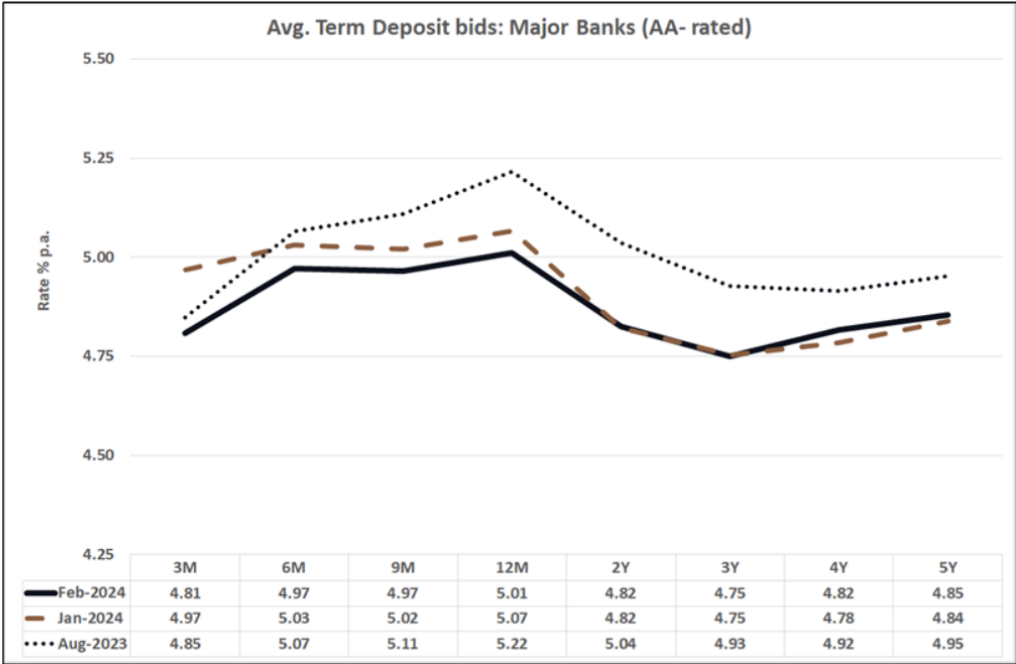
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Market Update Summary

Financial markets continued their rally in February largely reflective of the overall continued easing in inflation globally. Focus remains on when central banks will begin their interest rate cuts this year.

Over February 2024, movements for major bank term deposit rates were mixed compared to the previous month (January 2024). Major bank deposit rates dropped by as much as 16bp across the shorter-tenors (3-12 months), whilst flat across the medium term (2-3 years), and was slightly up by around 2-3bp across the longer-tenors (4-5 years). Interestingly, major bank deposit rates are approximately 10-22bp lower than what they were 6 months ago (August 2023), clearly pricing in the future rate cuts expected later this year.



Source: Imperium Markets

With a global economic downturn and multiple interest rate cuts being priced in coming years, investors should consider taking an ‘insurance policy’ against a potentially lower rate environment by investing across 2-5 year fixed deposits, targeting rates above or close to 4%-5% p.a. (small allocation only).



Edward River Council's Portfolio & Compliance

Asset Allocation

The portfolio is mainly directed to fixed term deposits (~80%), with the remainder of the portfolio (~20%) being held in various overnight cash accounts.

Senior FRNs remain relatively attractive as spreads have generally widened over the past 2 years. New issuances may be considered again on a case by case scenario. In the interim, staggering a mix of fixed deposits between 9-12 months to 3 years remains a more optimal strategy to maximise returns over a longer-term cycle.

With multiple rate cuts and a global economic downturn being priced in coming years, investors can choose to allocate a small proportion of longer-term funds and undertake an insurance policy against any potential future rate cuts by investing across 2-5 year fixed deposits, locking in and targeting yields close to or above 4%-5% p.a.



Term to Maturity

The portfolio remains highly liquid with around 86% maturing within 12 months. The weighted average duration of the deposit portfolio is around 7½ months and so the majority of the portfolio will turnover and be reinvested at higher prevailing rates over the next three quarters.

Where liquidity permits, we recommend investing surplus funds in the 1-2 year horizons to optimise the portfolio's returns in the long-run. Where there is (counterparty) capacity to invest in attractive medium-longer term investments, we recommend this be allocated to medium-term fixed deposits (refer to respective sections below).

| Compliant | Horizon | Invested (\$) | Invested (%) | Min. Limit (%) | Max. Limit (%) | Available (\$) |
|-----------|---------------|---------------------|----------------|----------------|----------------|----------------|
| ✓ | 0 – 90 days | \$13,156,122 | 34.48% | 15% | 100% | \$25,000,000 |
| ✓ | 91 – 365 days | \$19,000,000 | 49.80% | 0% | 100% | \$19,156,122 |
| ✓ | 1 – 2 years | \$6,000,000 | 15.72% | 0% | 70% | \$20,709,286 |
| ✓ | 2 – 5 years | \$0 | 0.00% | 0% | 50% | \$19,078,061 |
| | | \$38,156,122 | 100.00% | | | |



Counterparty

Overall, the portfolio is lightly diversified across the investment grade credit spectrum, with no exposure to the unrated ADIs.

As at the end of the February, Council is within Policy limits to each individual ADI. We continue to encourage Council to diversify its investments with other ADIs as this will not only reduce concentration risk, but in all likelihood, this will increase the overall returns of the portfolio.

| Compliant | Issuer | Rating [^] | Invested (\$) | Invested (%) | Max. Limit (%) | Available (\$) |
|-----------|------------------|---------------------|---------------------|----------------|----------------|----------------|
| ✓ | CBA | AA- | \$8,067,117 | 21.14% | 40.00% | \$7,195,332 |
| ✓ | NAB | AA- | \$12,500,000 | 32.76% | 40.00% | \$2,762,449 |
| ✓ | Westpac | AA- | \$577,449 | 1.51% | 40.00% | \$14,685,000 |
| ✓ | Macquarie Bank | A+ | \$11,557 | 0.03% | 25.00% | \$9,527,474 |
| ✓ | Suncorp | A+ | \$3,000,000 | 7.86% | 25.00% | \$6,539,031 |
| ✓ | ING | A | \$8,000,000 | 20.97% | 25.00% | \$1,539,031 |
| ✓ | BOQ | BBB+ | \$4,000,000 | 10.48% | 15.00% | \$1,723,418 |
| ✓ | Bendigo-Adelaide | BBB+ | \$1,000,000 | 2.62% | 15.00% | \$4,723,418 |
| ✓ | MyState Bank | BBB | \$1,000,000 | 2.62% | 15.00% | \$4,723,418 |
| | | | \$38,156,122 | 100.00% | | |

[^]Applying long-term ratings only.

In February 2024, ANZ's takeover of Suncorp was given the green light by the Australian Competition Tribunal (ACT), six months after the Australian Competition and Consumer Commission (ACCC) blocked the deal on the grounds that it could lessen competition in the mortgage market. As such, Suncorp's assets are likely to be upgraded to AA- in the near future by S&P.

Credit Quality

The portfolio remains diversified from a credit ratings perspective. The entire long term portfolio is spread amongst the investment grade spectrum. All aggregate ratings categories were within the Policy limits at month-end:

| Compliant | Credit Rating [^] | Invested (\$) | Invested (%) | Max. Limit (%) | Available (\$) |
|-----------|----------------------------|---------------------|----------------|----------------|----------------|
| ✓ | AA Category | \$21,144,565 | 55% | 100% | \$17,011,557 |
| ✓ | A Category | \$11,011,557 | 29% | 60% | \$11,882,116 |
| ✓ | BBB Category | \$6,000,000 | 16% | 35% | \$7,354,643 |
| ✓ | Unrated Category | \$0 | 0% | 5% | \$1,907,806 |
| | | \$38,156,122 | 100.00% | | |

[^] Applying long-term ratings only.



Performance

Council's performance (excluding cash holdings) for the month ending February 2024 is summarised as follows:

| Performance (Actual) | 1 month | 3 months | 6 months | FYTD | 1 year |
|--------------------------|---------|----------|----------|--------|--------|
| Official Cash Rate | 0.34% | 1.07% | 2.10% | 2.80% | 4.09% |
| AusBond Bank Bill Index | 0.34% | 1.09% | 2.12% | 2.88% | 4.10% |
| Council's T/D Portfolio^ | 0.35% | 1.08% | 2.11% | 2.70% | 3.49% |
| Outperformance | 0.01% | -0.01% | -0.01% | -0.18% | -0.62% |

^Total portfolio performance excludes Council's cash account holdings.

| Performance (Annualised) | 1 month | 3 months | 6 months | FYTD | 1 year |
|--------------------------|---------|----------|----------|--------|--------|
| Official Cash Rate | 4.35% | 4.35% | 4.27% | 4.22% | 4.09% |
| AusBond Bank Bill Index | 4.43% | 4.43% | 4.31% | 4.34% | 4.10% |
| Council's T/D Portfolio^ | 4.50% | 4.38% | 4.28% | 4.06% | 3.49% |
| Outperformance | 0.08% | -0.05% | -0.02% | -0.28% | -0.62% |

^Total portfolio performance excludes Council's cash account holdings.

For the month of February, the portfolio (excluding cash) provided a return of +0.35% (actual) or +4.50% p.a. (annualised), marginally outperforming the benchmark AusBond Bank Bill Index return of +0.34% (actual) or +4.43% p.a. (annualised).

The relative 'underperformance' over the past year has been due to the unexpected aggressive rate hikes undertaken by the RBA over the past few years. Whilst this 'underperformance' may continue in the short-term, we do anticipate this to be temporary given the high level of turnover and hopes that the RBA is approaching the end of its rate hike cycle.



Recommendations for Council

Term Deposits

Going forward, Council's interest income can be increased by undertaking a slightly longer duration position (12-24 months), with rates on offer along this part of the curve likely to be offered up to ¼-½% p.a. higher compared to shorter tenors in a normal market environment. There is growing belief that multiple rate cuts and a global economic downturn is forthcoming and so locking in rates close to or above 4%-5% p.a. across 1-3 year tenors may provide some income protection against a lower rate environment.

As at the end of February 2024, Council's deposit portfolio was yielding 4.45% p.a. (up 13bp from the previous month), with a weighted average duration of around 221 days (~7½ months). **We recommend Council extends this weighted average duration closer to 9-12 months incrementally over the financial year.**

Please refer to the section below for further details on the Term Deposit market.

Securities

Primary (new) Senior **FRNs** (with maturities between 3-5 years) continue to be appealing (particularly for those investors with portfolios skewed towards fixed assets) and should be considered on a case by case scenario.

Please refer to the section below for further details on the FRN market.



Term Deposit Market Review

Current Term Deposits Rates

As at the end of February, we see value in the following:

| Index | LT Credit Rating | Term | Rate % p.a. |
|------------------|------------------|---------|-------------|
| ING | A | 5 years | 5.04% |
| BoQ | BBB+ | 5 years | 5.00% |
| ING | A | 2 years | 4.95% |
| BoQ | BBB+ | 4 years | 4.95% |
| ING | A | 4 years | 4.92% |
| Australian Unity | BBB+ | 2 years | 4.90% |
| ING | A | 3 years | 4.87% |
| Suncorp | A+ | 2 years | 4.85% |
| BoQ | BBB+ | 2 years | 4.85% |
| Westpac | AA- | 5 years | 4.82% |
| Westpac | AA- | 2 years | 4.82% |
| NAB | AA- | 2 years | 4.75% |

The above deposits are suitable for investors looking to maintain diversification and lock-in a slight premium compared to purely investing short-term.

For terms under 12 months, we believe the strongest value is currently being offered by the following ADIs (*we stress that rates are indicative, dependent on daily funding requirements and different for industry segments*):



| Index | LT Credit Rating | Term | Rate % p.a. |
|-----------|------------------|------------|-------------|
| NAB | AA- | 5-8 months | 5.10% |
| ING | A | 12 months | 5.08% |
| Suncorp | A+ | 6 months | 5.08% |
| NAB | AA- | 12 months | 5.05% |
| Westpac | AA- | 12 months | 5.05% |
| Suncorp | A+ | 9 months | 5.05% |
| BoQ | BBB+ | 9 months | 5.05% |
| Hume Bank | BBB+ | 12 months | 5.04% |
| Bendigo | BBB+ | 9 months | 5.03% |
| BoQ | BBB+ | 6 months | 5.00% |

If Council does not require high levels of liquidity and can stagger a proportion of its investments across the longer term horizons (1-5 years), it will be rewarded over a longer-term cycle. Investing a spread of 12 months to 3 year horizons is likely to yield, on average, up to ¼-½% p.a. higher compared to those investors that entirely invest in short-dated deposits (under 6-9 months).

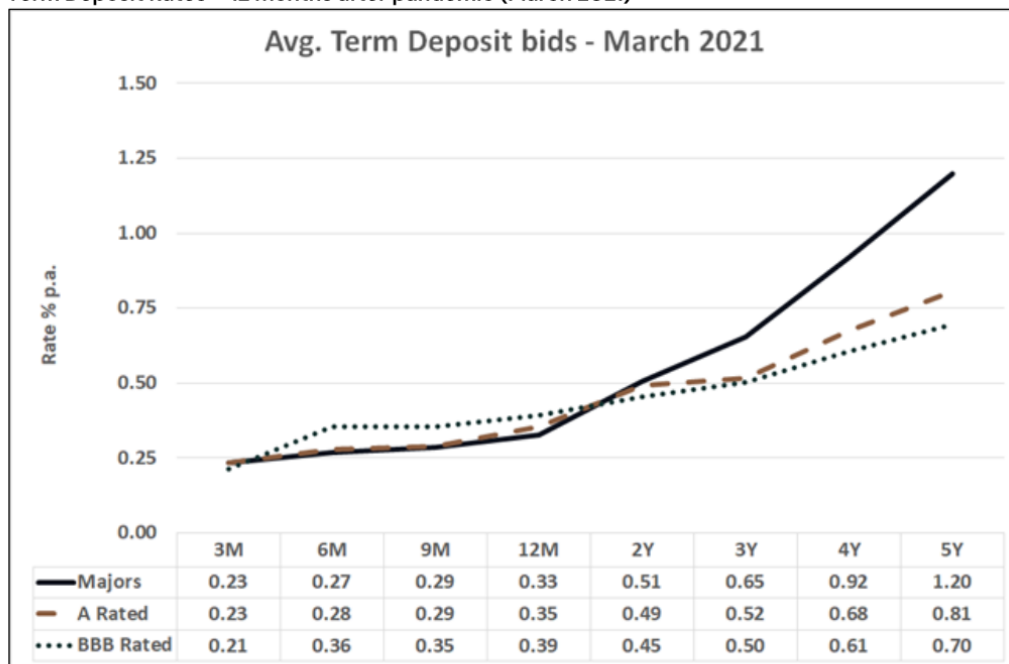
With a global economic slowdown and rate cuts being priced in coming years, investors should strongly consider and allocate some longer term surplus funds to undertake an insurance policy by investing across 2-5 year fixed deposits and locking in rates close to or above 4¼-5% p.a. This will provide some income protection with central banks now likely to cut rates at some stage later this year.



Term Deposits Analysis

Pre-pandemic (March 2020), a 'normal' marketplace meant the lower rated ADIs (i.e. BBB category) were offering higher rates on term deposits compared to the higher rated ADIs (i.e. A or AA rated). But due to the cheap funding available provided by the RBA via their Term Funding Facility (TFF) during mid-2020, allowing the ADIs to borrow as low as 0.10% p.a. fixed for 3 years, those lower rated ADIs (BBB rated) did not require deposit funding from the wholesale deposit. Given the higher rated banks had more capacity to lend (as they have a greater pool of mortgage borrowers), they subsequently were offering higher deposit rates. In fact, some of the lower rated banks were not even offering deposit rates at all. As a result, most investors placed a higher proportion of their deposit investments with the higher rated (A or AA) ADIs over the past three years.

Term Deposit Rates – 12 months after pandemic (March 2021)



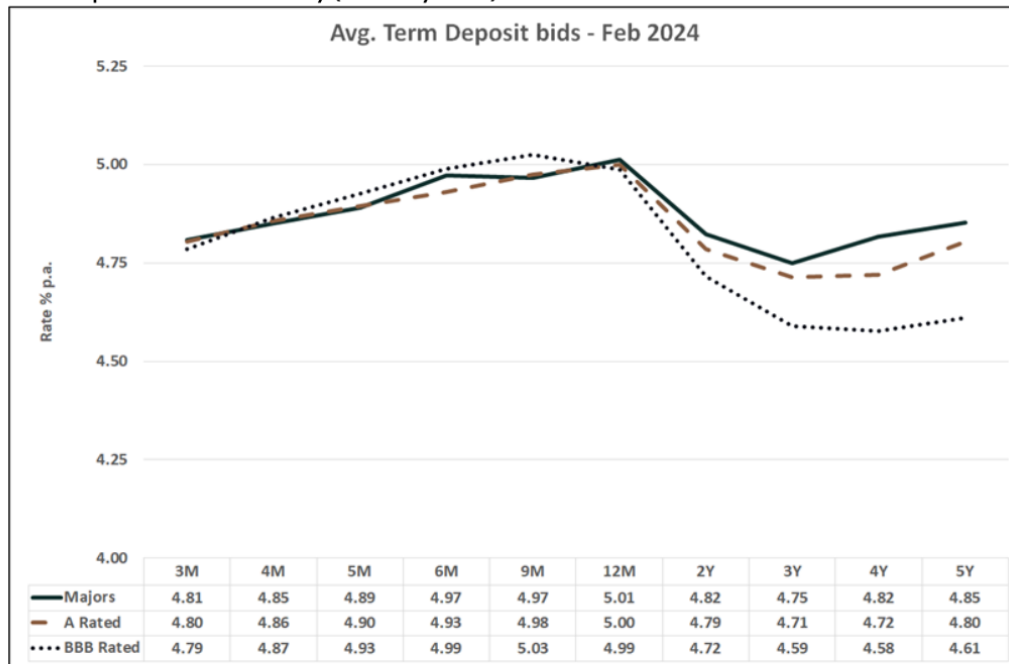
Source: Imperium Markets

The abnormal marketplace experienced during the pandemic is starting to reverse as the competition for deposits slowly increases. In recent months, we have started to periodically see some of the lower rated ADIs ("A" and "BBB" rated) offering slightly higher rates compared to the domestic major banks ("AA" rated) on different parts of the curve (i.e. pre-pandemic environment). Some of this has been attributed to lags in adjusting their deposit rates as some banks (mainly the lower rated ADIs) simply set their rates for the week.



Going forward, Council should have a larger opportunity to invest a higher proportion of its funds with the lower rated institutions (up to Policy limits), from which the majority are not lending to the Fossil Fuel industry. We are slowly seeing this trend emerge, although the past few months have been an exception, with the major banks repricing more rapidly to the movement in the bond market than their lower rated counterparts. This reversed somewhat over the past few months with the lower rated institutions (mainly "A" rated) lagging the major banks in dropping their rates:

Term Deposit Rates – Currently (February 2024)



Source: Imperium Markets

Regional & Unrated ADI Sector

Ratings agency S&P has commented that *"mergers remain compelling for mutual lenders"* in providing smaller lenders greater economies of scale and assisting them in being able to price competitively and will see *"the banking landscape will settle with a small number of larger mutual players"*. S&P expects that consolidation to continue over the next two years.

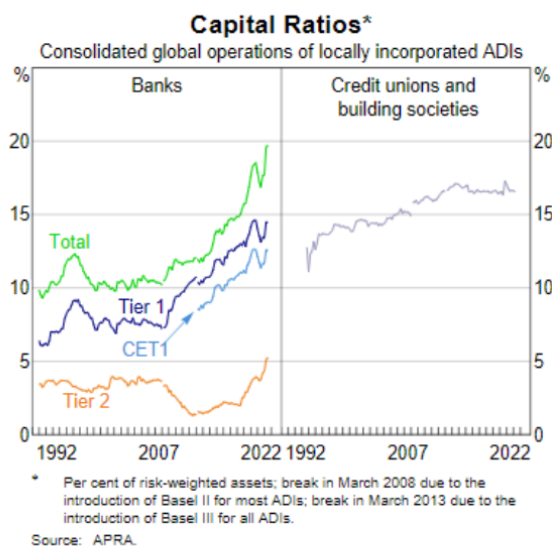
We remain supportive of the regional and unrated ADI sector (and have been even throughout the post-GFC period). They continue to remain solid, incorporate strong balance sheets, while exhibiting high levels of capital – typically, much higher compared to the higher rated ADIs. Some unrated ADIs have up to 25–40% more capital than the domestic major banks, and well above the Basel III requirements.



Overall, the lower rated ADIs (BBB and unrated) are generally now in a better financial position than they have been historically (see the Capital Ratio figure below). The financial regulator, APRA has noted that the Common Equity Tier 1 capital of Australian banks now exceeds a quarter of a trillion dollars. It has increased by \$110 billion, or more than 70%, over the past ten years. Over the same time, banks' assets have grown by 44%. Some of the extra capital is supporting growth in the banking system itself but clearly, there has been a strengthening in overall resilience and leverage in the system is lower.

We believe that deposit investments with the lower rated ADIs should be considered going forward, particularly when they offer 'above market' specials. Not only would it diversify the investment portfolio and reduce credit risk, it would also improve the portfolio's overall returns. The lower rated entities are generally deemed to be the more 'ethical' ADIs compared to the higher rated ADIs.

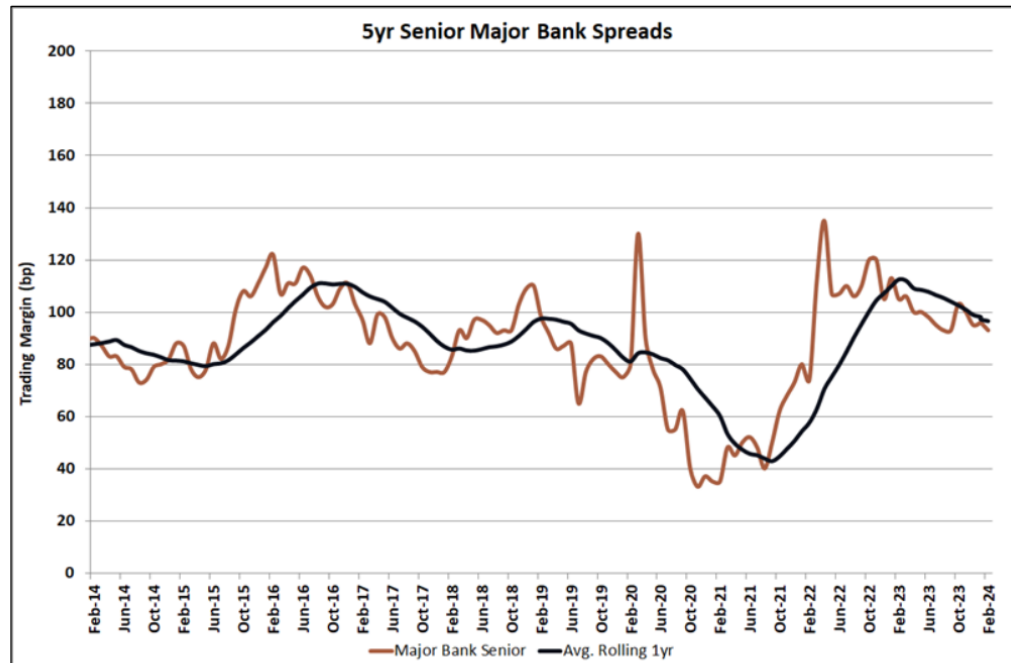
In the current environment of high regulation and scrutiny, all domestic (and international) ADIs continue to carry high levels of capital. There is minimal (if any) probability of any ADI defaulting on their deposits going forward – this was stress tested during the GFC and the pandemic period. APRA's mandate is to "protect depositors" and provide "financial stability".





Senior FRNs Market Review

Over February, amongst the senior major bank FRNs, physical credit securities tightened by around 3–7bp at the long-end of the curve. Major bank senior securities remain at fair value on a historical basis (5yr margins around +93bp level).



Source: IBS Capital

During the month, there were several new (primary) issuances including:

- Heritage (BBB) 3 year senior FRN at +160bp
- Newcastle Greater (BBB) 5 year senior FRN at +185bp
- Bank Australia (BBB) 4 year senior FRN at +170bp
- DBS Bank (AA-) 3 year senior security at +77bp
- Rabobank Australia Branch (A+) 3 & 5 year senior security at +87bp and +103bp respectively
- MUFG Bank Sydney Branch (A) 3 & 5 year senior FRN at +85bp and +99bp respectively
- Members Banking Group (RACQ Bank) (BBB+) 3 year senior FRN at +160bp
- OCBC Sydney Branch (AA-) 3 year senior FRN at +72bp



Amongst the “A” rated sector, the securities tightened by around 12-20bp at the longer-end of the curve, whilst the “BBB” rated sector widened by around 12bp at the 3 year part of the curve. Overall, credit securities are looking much more attractive given the widening of spreads over the past 2 years and as more primary issuances become available. FRNs will continue to play a role in investors’ portfolios mainly on the basis of their liquidity and the ability to roll down the curve and gross up returns over ensuing years (in a relatively stable credit environment).

| Senior FRNs (ADIs) | 29/02/2024 | 31/01/2024 |
|--------------------|------------|------------|
| “AA” rated – 5yrs | +93bp | +96bp |
| “AA” rated – 3yrs | +73bp | +80bp |
| “A” rated – 5yrs | +105bp | +125bp |
| “A” rated – 3yrs | +87bp | +99bp |
| “BBB” rated – 3yrs | +160bp | +148bp |

Source: IBS Capital

We now generally recommend switches (‘benchmark’ issues only) into new primary issues, out of the following senior FRNs that are maturing:

- On or before early 2026 for the “AA” rated ADIs (domestic major banks);
- On or before early 2025 for the “A” rated ADIs; and
- Within 6-9 months for the “BBB” rated ADIs (consider case by case).

Investors holding onto the above senior FRNs (‘benchmark’ issues only) in their last few years are now generally holding sub optimal investments and are not maximising returns by foregoing realised capital gains. In the current challenging economic environment, any boost in overall returns should be locked in when it is advantageous to do so, particularly as switch opportunities become available.



Senior Fixed Bonds – ADIs (Secondary Market)

With global inflation still high by historical standards, this has seen a significant lift in longer-term bond yields over the past 2 years (valuations have fallen) as markets have reacted sharply.

This has resulted in some opportunities in the secondary market. We currently see value in the following fixed bond lines, with the majority now being marked at a significant discount to par (please note supply in the secondary market may be limited on any day):

| ISIN | Issuer | Rating | Capital Structure | Maturity Date | ~Remain. Term (yrs) | Fixed Coupon | Indicative Yield |
|--------------|---------|--------|-------------------|---------------|---------------------|--------------|------------------|
| AU3CB0278174 | UBS | A+ | Senior | 26/02/2026 | 1.99 | 1.10% | 5.01% |
| AU3CB0280030 | BoQ | BBB+ | Senior | 06/05/2026 | 2.18 | 1.40% | 5.16% |
| AU3CB0299337 | Bendigo | BBB+ | Senior | 15/05/2026 | 2.21 | 4.70% | 5.08% |
| AU3CB0296168 | BoQ | BBB+ | Senior | 27/01/2027 | 2.91 | 4.70% | 5.13% |



Economic Commentary

International Market

Financial markets continued their rally in February largely reflective of the overall continued easing in inflation globally. Focus remains on when central banks will begin their interest rate cuts this year.

Across equity markets, the S&P 500 Index gained +5.17% over the month, whilst the NASDAQ surged +6.12%. Europe's main indices also experienced material gains, led by Italy's FTSE MIB (+7.34%), Germany's DAX (+4.58%), and France's CAC (+3.54%). UK's FTSE (-0.01%) was the exception, which was largely flat against the rally in global equity markets.

In the US, January CPI was +0.3% m/m vs +0.2% expected, with the core reading at +0.4% m/m (+2.8% y/y) vs +0.3% expected.

In Europe, the CPI was +2.8% y/y in January, down from +2.9% y/y recorded in December. Additionally, wage growth declined to +4.5% y/y in January (from +4.7% the previous month).

UK CPI data for January also came in lower than expected, where the headline rate held at +4.0% (expected +4.1%), as did core at +5.1% (versus +5.2% expected). UK Q4 GDP fell -0.3% in Q4 following the -0.1% contraction in Q3, resulting in a technical recession. The UK labour market data was stronger than expected, with the unemployment rate 0.2% lower than expected at 3.8% and wages inflation not falling as fast as expected.

Canadian CPI was +2.9% in January from a year ago, which was much lower than the expected +3.3%. Additionally, unemployment in Canada fell to 5.7% vs. 5.9% expected and employment was +37.5k vs. +15.0k expected.

Whilst in Japan, core CPI eased to +2.0%/y/y in January compared with +2.3%/y/y in December.

In China, the People's Bank of China lowered the five-year loan prime rate by 25bp to 3.95%. This surprise cut is aimed to revive China's property sector as it could improve affordability for buyers by lowering mortgage rates.

The MSCI World ex-Aus Index rose +4.22% for the month of February:

| Index | 1m | 3m | 1yr | 3yr | 5yr | 10yr |
|--------------------------|--------|---------|---------|---------|---------|---------|
| S&P 500 Index | +5.17% | +11.57% | +28.36% | +10.17% | +12.85% | +10.61% |
| MSCI World ex-AUS | +4.22% | +10.43% | +23.37% | +7.12% | +10.01% | +7.31% |
| S&P ASX 200 Accum. Index | +0.79% | +9.39% | +10.64% | +9.32% | +8.61% | +7.95% |

Source: S&P, MSCI



Domestic Market

According to the RBA February Board meeting minutes, the Board had considered to hike the cash rate by 25bp or to hold steady; however, it ultimately decided to hold the cash rate steady given recent signs inflation had moderated further. However, the minutes stated, *"it was not yet possible to rule in or out further increases in interest rates"* and it would take *"some time"* to have sufficient confidence inflation was on track.

The monthly consumer price index (CPI) fell -0.3% in January, leaving the annual rate unchanged at +3.4% y/y (which was lower than market expectations of +3.6% y/y). When excluding volatile items, the annual rise was +4.1%, down from +4.2% recorded in December.

The Wage Price Index (WPI) was +0.9% over the December 2023 quarter and +4.2% over calendar 2023 (the highest annual growth since the March 2009 quarter). The annual growth in the WPI exceeded forecasts and was driven by newly-implemented enterprise agreements in the public sector. Wages growth in the public sector rose by +4.3% y/y, outpacing the +4.2% y/y wages growth in the private sector.

The unemployment rate rose to 4.1% from 3.9% (consensus 4.0%), though unrounded it rose only by 0.1% to 4.0577%. Employment growth was flat at +0.5k vs. the +25.0k consensus, and hours worked fell sharply by -2.5% m/m. The participation rate also fell by 0.1% to 66.8% from 66.9% and underemployment rose by 0.1% to 6.6%.

Retail sales increased +1.1% m/m in January, which was lower than expectations of +1.6% m/m, but rebounded from the -2.7% recorded in December.

Dwelling approvals fell sharply in December by -9.5% m/m, driven by a sharp fall in the volatile non-house component (i.e. apartments; -25.3% m/m).

The December goods trade surplus fell slightly to \$10.96bn from \$11.8bn (consensus \$10.5bn). The largely on consensus print was driven by a partial rebound in imports (+4.8% m/m after last month's -8.4%; or \$1.7bn).

The Australian dollar slightly fell -0.84%, finishing the month at US65.19 cents (from US65.74 cents the previous month).

Credit Market

The global credit indices tightened over February as risk markets continued their rally. They are now back to their levels in early 2022 (prior to the rate hike cycle from most central banks):

| Index | February 2024 | January 2024 |
|----------------------------|---------------|--------------|
| CDX North American 5yr CDS | 52bp | 55bp |
| iTraxx Europe 5yr CDS | 55bp | 60bp |
| iTraxx Australia 5yr CDS | 64bp | 68bp |

Source: Markit



Fixed Interest Review

Benchmark Index Returns

| Index | February 2024 | January 2024 |
|--|---------------|--------------|
| Bloomberg AusBond Bank Bill Index (0+YR) | +0.34% | +0.37% |
| Bloomberg AusBond Composite Bond Index (0+YR) | -0.30% | +0.21% |
| Bloomberg AusBond Credit FRN Index (0+YR) | +0.53% | +0.44% |
| Bloomberg AusBond Credit Index (0+YR) | +0.05% | +0.41% |
| Bloomberg AusBond Treasury Index (0+YR) | -0.36% | +0.16% |
| Bloomberg AusBond Inflation Gov't Index (0+YR) | -0.48% | -0.69% |

Source: Bloomberg

Other Key Rates

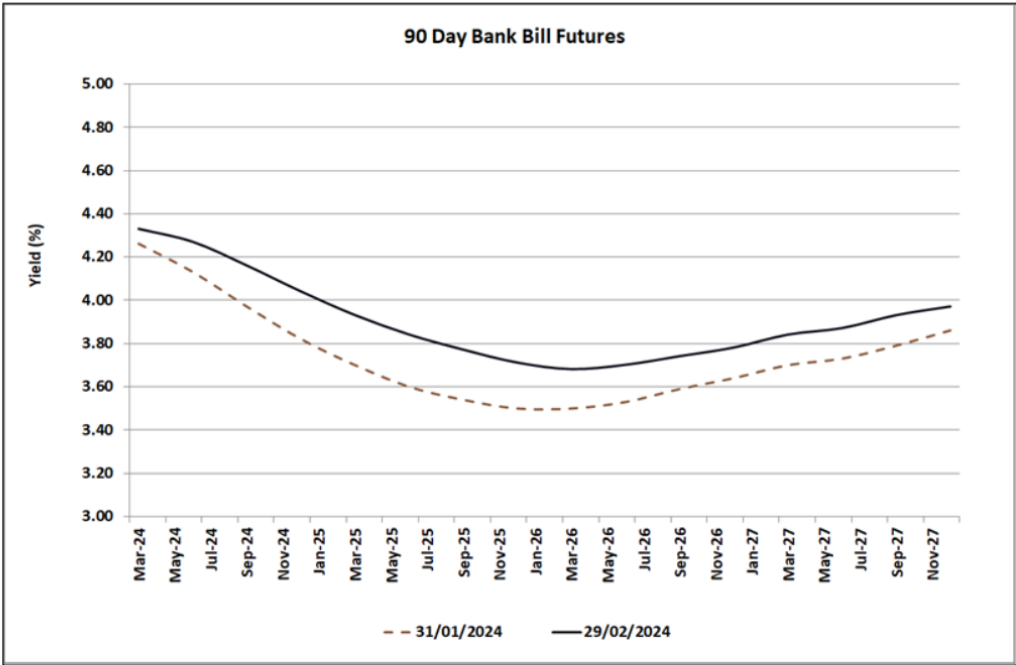
| Index | February 2024 | January 2024 |
|----------------------------------|---------------|--------------|
| RBA Official Cash Rate | 4.35% | 4.35% |
| 90 Day (3 month) BBSW Rate | 4.34% | 4.35% |
| 3yr Australian Government Bonds | 3.71% | 3.56% |
| 10yr Australian Government Bonds | 4.14% | 4.02% |
| US Fed Funds Rate | 5.25%-5.50% | 5.25%-5.50% |
| 2yr US Treasury Bonds | 4.64% | 4.27% |
| 10yr US Treasury Bonds | 4.25% | 3.99% |

Source: RBA, ASX, US Department of Treasury



90 Day Bill Futures

Bill futures increased across the board this month, following the movement in the global bond market. The focus from the market remains on when the first rate cut will be delivered:



Source: ASX

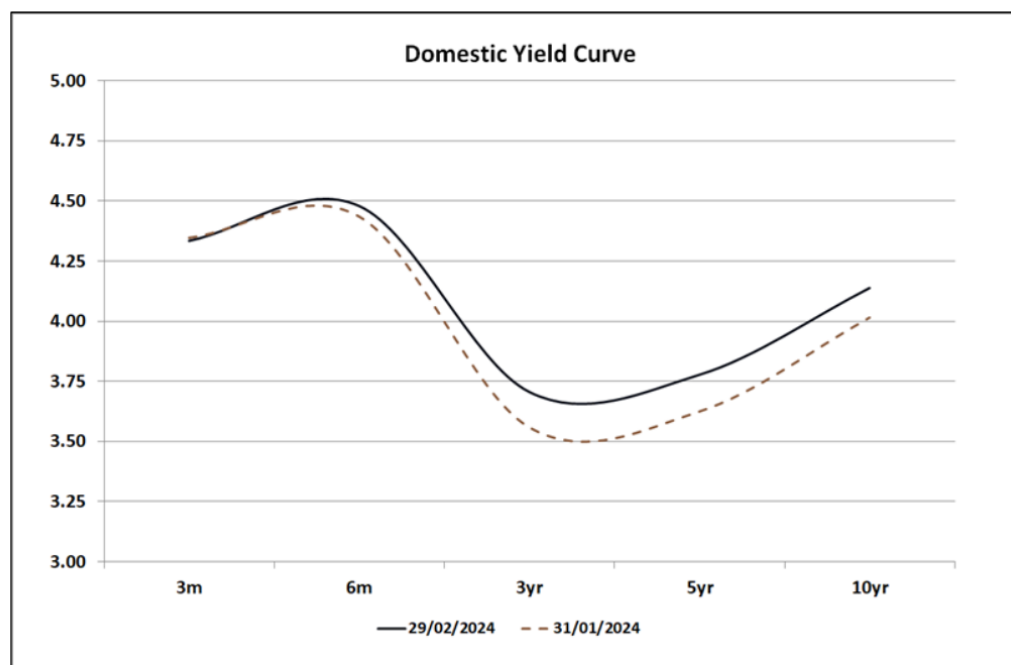


Fixed Interest Outlook

There is uncertainty when central banks will start to cut official rates in 2024. The latest minutes of the US Federal Reserve's latest meeting stated significant progress has been made to date on inflation; however, policymakers noted "restrictive" policy has more work to do. This suggests the Fed is therefore in no rush to cut rates as it wants to see more evidence inflation is firmly on a downward path to the 2% target before lowering interest rates. Financial markets are currently pricing in around 80bp of US Fed rate cuts in 2024, with the first cut expected at the Fed's July meeting.

Domestically, the RBA currently remains on a mild tightening bias and appears to be comfortable with the current level of the cash rate being restrictive enough. The RBA February Board meeting minutes stated, "it was not yet possible to rule in or out further increases in interest rates" and it would take "some time" to have sufficient confidence inflation was on track. The Board therefore wants to keep the optionality in the event of future shocks. Nevertheless, financial markets anticipate the RBA to cut rates by year end.

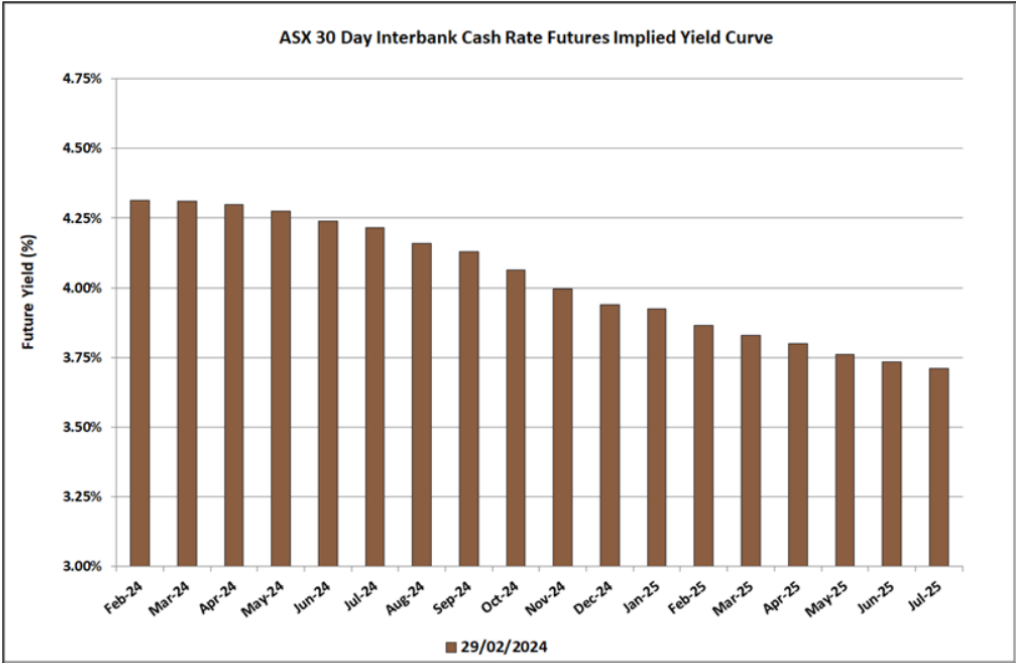
Over the month, longer-term yields rose up to 15bp at the very long end of the curve:



Source: ASX, RBA



The consensus from the broader market is that we have reached the peak of the interest rate cycle, with financial markets pricing in the first rate cut by October 2024:



Source: ASX

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12.8. RESOLUTIONS OF COUNCIL

Author: Executive Assistant

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council note the information in the Resolutions of Council as at 13 March 2024.

BACKGROUND

The attached report details the status of open Resolutions of Council.

Total Resolutions of Council for the 2022/2023 Financial Year - 230

Total Closed Resolutions of Council for the 2022/2023 Financial Year - 228

Total Resolutions of Council for the 2023/2024 Financial Year - 145

Total Closed Resolutions of Council for the 2023/2024 Financial Year - 136

ISSUE/DISCUSSION

Monthly report to update Councillors and community members on the progress of Council Resolutions.

STRATEGIC IMPLICATIONS

As outlined in the status updates.

COMMUNITY STRATEGIC PLAN

5. Accountable leadership and responsive administration

5.1 Collaborative and Engaged

FINANCIAL IMPLICATIONS

N/A

LEGISLATIVE IMPLICATIONS

N/A

ATTACHMENTS

1. Council meeting resolutions as at 13 March 2024

Attachment 1 - Council meeting resolutions at 13 March 2024

Council Meeting Resolutions as at 13 March 2024

| 20 February 2024 | Ordinary Council Meeting | Responsibility | Status | Expected Date of Completion |
|------------------|---|------------------------------|---|-----------------------------|
| 2024/2002/11.1 | <p>Mayoral Minute That Council:</p> <ol style="list-style-type: none"> 1. Receive and note the findings of the LGNSW Cost Shifting report for the 2021/2022 financial year; and 2. A copy of the cost shifting report be placed on Council's website so that our communities can access it; and 3. Council write to the Premier, the NSW Treasurer and the NSW Minister for Local Government seeking that they urgently seek to address these costs through a combination of regulatory reform, budgetary provision and appropriate funding | Chief Executive Officer | <p>Cost Shifting Report on Council's website.</p> <p>Letter emailed to the Premier, NSW Treasure and NSW Minister for Local Government.</p> | Closed |
| 2024/2002/14.1 | <p>DA2023/0082-Change of use to a dual occupancy – 225 Cressy Street</p> <p>That Council resolves to: -</p> <ol style="list-style-type: none"> 1. APPROVE the development application 2023/0082 for a Change of Use - Dual Occupancy on Lot 8 Section 13 DP758913, 225 Cressy Street, Deniliquin as shown on plan numbered A100, A101, A102, A103, A104, A105, A200, A201 and described in detail accompanying the Development Application, in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 and subject to the following reasons: <ol style="list-style-type: none"> a) The application is generally compliant with the key planning provisions contained within the DLEP 2013 and the Deniliquin Development Control Plan 2016, subject to conditions of consent. b) The proposal is appropriate on the site given the existing character of the area, subject to conditions of consent. 2. Impose the conditions as outlined in Attachment 1 with the following changes:- <ol style="list-style-type: none"> a) 1b amended plans remove first dot point "Garage 2 to have a front setback of 700mm" and third dot point remove Dulux Ivory paint to be replaced with Dulux Surfmist throughout the attachment. | Manager Development Services | Attachment 1 amended and DA approved. | Closed |

Council Meeting Resolutions as at 13 March 2024

| | | | | |
|----------------|--|-----------------------------------|--|--------|
| 2024/2002/14.2 | Disability Inclusion Action Plan 2023-2026 for Adoption That Council: 1. Adopt the Disability Inclusion Action Plan 2023-2026. 2. That the Plan be reviewed in the 2025/2026 Financial Year | Manager Community & Economy | Plan adopted and on Council website | Closed |
| 2024/2002/14.3 | Strong and Resilient Communities (SARC) Activity – Inclusive Communities Grant That Council: 1. Confirm its position on an application under the Strong And Resilient Communities grant in this funding round (round three) 2. Notes that council staff have worked in collaboration with stakeholders to prepare an application for this round of funding in readiness for a decision 3. Notes that there are two future rounds of this funding planned under this program, being rounds four and five 4. Notes that the work undertaken to prepare an application for this round can be strengthened and utilised for future funding applications should Council determine not to proceed with an application under this current round or if the application if made, is unsuccessful 5. Notes the opportunity to confirm a strategic direction for the delivery of youth services with the new council as part of the development of the next Delivery Program. | Manager Community & Economy | Application submitted. | Closed |
| 2024/2002/14.4 | Australian Local Government Association – National Assembly 2024 That Council 1. Approves the attendance of the Mayor and the Chief Executive Officer at the Australian Local Government Association 2024 National General Assembly 2-4 July 2024 at the National Convention Centre in Canberra. 2. Approves the attendance of other Councillors in line with the Councillor Expenses and Facilities Policy including Deputy Mayor Cr Marc Petersen, Cr Shirlee Burge, Cr Linda Fawns and potentially Cr Shannon Sampson. | Chief Executive Officer | Approved | Closed |
| 2024/2002/14.5 | Advocacy Plan 2024-2025 That Council | Chief Executive Officer | Plan Adopted and on Council website | Closed |

Council Meeting Resolutions as at 13 March 2024

| | | | | |
|------------------------|--|---------------------------------------|----------------------------|----------|
| | <ol style="list-style-type: none"> Adopts the Edward River Advocacy Plan 2024 - 2025 That at the next briefing session a discussion is held on number one - Water Buy-backs | | | |
| 2024/2002/14.6 | Audit, Risk & Improvement Committee Terms of Reference That Council defers this report until the Audit, Risk & Improvement Committee meets in May 2024. | Manager Governance Risk & Safety | Report Deferred | May 2024 |
| 2024/2002/14.7 | Quarterly Budget Review Statement – December 2023 That Council <ol style="list-style-type: none"> Endorse the 31 December 2023 quarterly budget review of the 2023/24 Budget. Note the overall impacts of proposed adjustments, an increase of \$121k since the September 2023 quarter review, on Council's budgeted operating result for 2023/24 being a surplus of \$22,150,261, and after removing Capital Grants a deficit of \$765,595. Adopt the budget adjustments as detailed in this report. | Chief Financial Officer | Endorsed | Closed |
| 2024/2002/14.11 | Review of Council Committees and Delegates Following Resignation of Cr Fellows That Council: <ol style="list-style-type: none"> Appoint Cr Marc Peterson, as Deputy Mayor, as Council delegate to the following Committees: <ol style="list-style-type: none"> Australia Day Committee Riverina and Murray Joint Organisation (RAMJO), and CEO Performance Review Committee Consider appointing Councillors to replace Cr Fellows on the following vacant Committee positions for the remainder of the Council term <ol style="list-style-type: none"> Audit Risk and Improvement Committee (ARIC) appoint Cr Linda Fawns NSW Rural Fire Service Liaison Committee (Mid Murray Zone) and, Zone Bush Fire Management Committee be left vacant until following September's Council Elections. | Manager Governance Risk and Safety | Council Committees updated | Closed |
| 2024/2002/14.12 | November 2023 Storm Event | Director Infrastructure | Approved | Closed |

Council Meeting Resolutions as at 13 March 2024

| | | | | |
|------------------------|---|----------------------------------|---|------------|
| | That Council approves scoping an investigations and options study regarding areas impacted during the November 2023 storm event and provides a proposal in the 2024-25 operational planning and budget process. | | | |
| 2024/2002/14.13 | Power Purchasing Agreement That Council: <ol style="list-style-type: none"> 1. Participates in the procurement process of a Power Purchasing Agreement under the Regional Council's NSW Power Purchasing Agreement led by Hunter Joint Organisation by signing a Memorandum of Understanding. 2. Allocate savings achieved from the small sites Shell Energy contract to fund the \$15,930 cost to participate in the Regional Council's NSW Power Purchasing Agreement. | Manager Utilities | Approved | Closed |
| 2024/2002/14.14 | Domestic Waste Management Policy That Council: <ol style="list-style-type: none"> 1. Endorse the draft Edward River Council Domestic Waste Management Policy and for the purposes of public exhibition for not less than 28 days, and 2. If no submissions are received, adopts the draft Edward River Council Domestic Waste Management Policy. | Manager Utilities | Domestic Waste Management Policy is on public exhibition until 22 March 2024. | April 2024 |
| 2024/2002/17.1 | Tender for Contract C2023/11 Pretty Pine Road Widening That Council <ol style="list-style-type: none"> 1. Accepts the tender submitted by Bild Infrastructure Pty Ltd for Contract C2023/11 – Pretty Pine Road Widening project for the lump sum tender price of \$3,895,900.00 + GST, 2. Authorise the Mayor and Chief Executive Office to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2023/11 – Pretty Pine Road Widening Project, and 3. Authorise the Contract Superintendent to approve variations on the Contract up to a maximum value of 10% of the contract sum. | Manager Projects & Capital Works | Tender Accepted. Awaiting contract to sign and seal. | April 2024 |
| 2024/2002/17.2 | Draft Minutes Edward River Council Australia Day Committee That Council:- | Chief Executive Officer | Minutes received. | Closed |

Council Meeting Resolutions as at 13 March 2024

| | | | | |
|-------------------------|---|--------------------------------|---|------------------------------------|
| | <ol style="list-style-type: none"> 1. Receive the draft minutes of the Edward River Council Australia Day Committee meetings held 19 December, 2023; 8 January, 2024; 10 January 2024; 22 January 2024 and note the committee's resolutions, and 2. Redact confidential information and place on the website. | | Confidential information redacted and minutes uploaded to website. | |
| 5 December 2023 | Ordinary Council Meeting | Responsibility | Status | Expected Date of Completion |
| 2023/0512/12.1 | Disability Inclusion Access Plan 2023-2026 for Adoption That that recommendation be deferred until the February 2024 meeting. | Manager Community & Economy | Deferred to February Ordinary Council Meeting. | 20 February 2024 Closed |
| 21 November 2023 | Ordinary Council Meeting | Responsibility | Status | Expected Date of Completion |
| 2023/1121/11.9 | Draft Minutes of the Conargo Memorial Hall and Recreation Ground Committee – Annual General Meeting and General Meeting held 8 November 2023 That Council defer the recommendation until the Conargo Memorial Hall and Recreation Ground Committee have a further meeting on the 3 December 2023. | Chief Executive Officer | Open Further meeting being held March 2024. | February 2024 March 2024 |
| 17 October 2023 | Ordinary Council Meeting | Responsibility | Status | Expected Date of Completion |
| 2023/1710/12.14 | Naming of Rest Area in North Deniliquin That Council: <ol style="list-style-type: none"> 1. Calls for public submissions regarding the naming for the rest area in North Deniliquin, formerly known as the North Deniliquin Tennis Courts, for a minimum period of 28 days, and 2. Receives a further report on the outcomes of the call for public submissions. | Director Infrastructure | Submissions are being taken until Friday 1 December 2023. Further report to March 2024 Council Meeting | March 2024 |

Council Meeting Resolutions as at 13 March 2024

| 19 September 2023 | Ordinary Council Meeting | Responsibility | Status | Expected Date of Completion |
|-------------------|---|-----------------------------------|---|--|
| 2023/0919/11.1 | Minutes of the Arts and Culture Advisory Committee Meetings 8 August and 4 September 2023 That Council: 1.Receives the draft Minutes of the Arts and Culture Advisory Committee meeting held on 8 August 2023 and the extraordinary meeting held on 4 September 2023. 2. Consider the recommendation of the extraordinary meeting held on 4 September being the funding of a consultant to develop an arts and culture strategy with the committee as a key stakeholder, through a \$20K budget allocation in the 2024/25 Operational Plan and Budget, for delivery in the 24/25 financial year. 3. Endorse the resolutions of the Arts & Culture Advisory Committee meetings held on 8 August 2023 and 4 September 2023. | Manager Community & Economy | Unfunded Project. Budget Bid for 2024-2025 Operational Plan | March 2024 |
| 2023/0919/12.7 | Unrecoverable Rates That Council: 1. Notes the unrecoverable rates for 47 unclaimed properties in the Edward River Council LGA and approves the write-off of \$291,582.40 under reg 131(4)(d) of <i>Local Government (General) Regulation 2021</i> as per attachment one. 2. Notes that the rates or charges written off under that regulation does not prevent council from taking legal proceedings to recover the amounts owed. 3. Agrees to write to the Minister of Local Government and the Treasurer, requesting that the <i>Local Government Act 1993</i> section 556 (1) be amended to include unclaimed properties as land that is exempt from rates 4. Investigates potential solutions to this issue. | Acting Chief Financial Officer | Minister & Treasurer Correspondence sent. Update to be provided at February Briefing. | November 2023 February 2024 |
| 18 July 2023 | Ordinary Council Meeting | Responsibility | Status | Expected Date of Completion |
| 2023/0718/15.1 | Contract C2023/01-Regional Kerbside Collection Services Tender | Manager Utilities | Contract to be signed | July 2024 |

Council Meeting Resolutions as at 13 March 2024

| | | | | |
|-----------------------|---|---|--|-----------------------|
| | <p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the provision of additional recycling and food organics and garden organics kerbside collection services, commencing in July 2024, 2. Accepts the tender submitted by JR Richards Pty Ltd for Contract C2023/01 – Regional Kerbside Collection Services, commencing 1 July 2024 until 30 June 2034, for the extended schedule of rates amount of approximately \$12,082,478 including GST over the 10-year period, 3. Authorises the Chief Executive Officer and Mayor to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2023/01 – Regional Kerbside Collection Services, 4. Undertakes a review of waste management collection charges as part of preparation for the 2024/25 Operational Plan to minimise the impact of waste charges on the community. 5. Notes grant funding from NSW Environmental Protection Authority of approximately \$200,000 to assist with the implementation of the additional food organic and garden organics collection services. | Number 4 | <p>Contract signed.</p> <p>Underway</p> | |
| 2023/0718/15.2 | <p>Growth Strategy Tender</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Accepts the tender submitted by AEC Group Pty Ltd for Contract C2022-06 – Edward River Growth Strategy 2050 for the lump sum amount of \$200,000+GST, 2. Authorise the Chief Executive Officer and Mayor to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2022-06 – Edward River Growth Strategy 2050, 3. Note the changes to the project timelines allowing for appropriate research and consultation with finalisation of the strategy proposed before 30 June 2024. | Manager Community and Economic Development | <p>Contract to be signed.</p> <p>Contract signed.</p> | Prior to 30 June 2024 |

Council Meeting Resolutions as at 13 March 2024

| 20 December 2022 | Ordinary Council Meeting | Responsibility | Status | Expected Date of Completion |
|------------------|---|-------------------------|--|---|
| 2022/1220/13.2 | <p>Notice of Motion – Flood Plans and Mitigation Works</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Agree to hold a community meeting prior to end of March 2023, providing an overview of Council's flood plans and mitigation works that are currently in place, and discussing potential options for North Deniliquin, following the November 2022 floods. 2. Requests the Chief Executive Officer to invite an appropriate panel of expert staff to answer questions and provide information to the community on what could potentially be developed into the future. 3. Provides a further report to a Councillor briefing, prior to June 2023, outlining a potential project for flood mitigation to be advocated to the state government for funding. | Director Infrastructure | <p>1.Meeting held March 2023.</p> <p>2.WMA Water engaged to provide expert advice.</p> <p>3.Underway to be provided to September Briefing</p> <p>WMA Water provided an update at the November Briefing.</p> <p>Final report will be provided by February 2024</p> <p>Following up WMA Water.</p> | <p>May 2023</p> <p>July 2023</p> <p>September 2023</p> <p>February 2024</p> <p>Open</p> |
| 18 October 2022 | | Responsibility | Status | Expected Date of Completion |
| 2022/1018/12.5 | <p>Town Hall Land</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Commence the process to consolidate Lot 1 in DP1173376, Lots X and Y in DP410447, Lot 9 in DP662508, Lot 6 in DP667946 and Lot 6 in DP668426, and | Manager Development | <p>Process commenced.</p> <p>Application made to Crown Lands.</p> <p>No further information to</p> | <p>Open</p> <p>June 2023</p> |

Council Meeting Resolutions as at 13 March 2024

| | | | | |
|--|--|--|---|---------------------------------|
| | 2. Apply to Crown Lands to undertake a boundary adjustment for Lot 7 Sec 21 DP758913, being the Town Hall land parcel, to allow for the new foyer entrance to the Town Hall. | | hand, Crown Lands to be followed up. Crown Lands followed up in November and again February 2024. Notification received in February 2024 that this will be a lengthy process. | September 2023 June 2024 |
|--|--|--|---|---------------------------------|

12.9. MAYOR, COUNCILLOR, CEO MEETINGS FEBRUARY 2024

Author: Executive Assistant

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council

1. Note meetings attended on behalf of Council by the Mayor, Councillors and Chief Executive Officer during the month of February 2024.
2. Continue to advise the Chief Executive Officer's Executive Assistant of their meeting diaries and activities attendance.

BACKGROUND

The report details meetings undertaken on behalf of Council by the Mayor, Councillors and the Chief Executive Officer during February 2024.

ISSUE/DISCUSSION

| Date | Participants | Meeting |
|------------------|--|---------------------------------|
| 1 February 2024 | Chief Executive Officer | ARIC Agenda review |
| 2 February 2024 | Chief Executive Officer | RAMJO GM Advisory Committee |
| 6 February 2024 | Cr Harold Clapham, Cr Shannon Sampson, Chief Executive Officer. Observers - Mayor, Deputy Mayor, Cr Shirlee Burge, Cr Pat Fogarty | Growth Strategy Meeting |
| 7 February 2024 | Mayor, Cr Linda Fawns, Chief Executive Officer, Observer - Deputy Mayor | Aboriginal Liaison Committee |
| 8 February 2024 | Deputy Mayor, Chief Executive Officer | TransGrid Drop In Meeting |
| 8 February 2024 | Deputy Mayor, Chief Executive Officer | Wanganella S355 Committee AGM |
| 14 February 2024 | Mayor | Book Lovers Morning Tea Library |
| 15 February 2024 | Cr Harold Clapham, Chief Executive Officer, Observer - Mayor, Cr Linda Fawns | ARIC Committee Meeting |
| 15 February 2024 | Deputy Mayor | Wanganella TransGrid Meeting |
| 15 February 2024 | Mayor, Deputy Mayor, Chief Executive Officer, Cr Linda Fawns | LHAC Better Hands |

| Date | Participants | Meeting |
|------------------|---|--|
| 21 February 2024 | Deputy Mayor Cr Marc Petersen, Observer - Mayor Cr Peta Betts, Cr Shirlee Burge | Memorial Park Users Group Meeting |
| 21 February 2024 | Chief Executive Officer | Local Government Chief Officers Group meeting |
| 22 February 2024 | Cr Linda Fawns | Weraia Plan of Manager Workshop |
| 22 February 2024 | Chief Executive Officer | Local Government Chief Officers Group meeting |
| 23 February 2024 | Mayor | RAMJO Board meeting |
| 23 February 2024 | Chief Executive Officer | Local Government Chief Officers Group meeting |
| 24 February 2024 | Mayor, Cr Tarria Moore, Cr Linda Fawns | Studio 2710 Exhibition Live Painting Afternoon |
| 27 February 2024 | Mayor, Chief Executive Officer | Australia Day Committee Meeting |
| 28 February 2024 | Mayor, Chief Executive Officer, Cr Harold Clapham | Conargo Hall Committee Meeting |

STRATEGIC IMPLICATIONS

N/A

COMMUNITY STRATEGIC PLAN

5. Accountable leadership and responsive administration

5.1 Collaborative and Engaged

ATTACHMENTS

Nil

13. NOTICES OF MOTIONS**14. QUESTIONS WITH NOTICE****15. CONFIDENTIAL MATTERS****16. CLOSE OF MEETING**