AGENDA

Ordinary Council Meeting

Tuesday, 16 September 2025

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

Date:	**Tuesday, 16 September 2025**
Time:	**10:00 AM**
Location:	**Council Chambers, Estates Building Cressy Street Deniliquin**

Jack Bond

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. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

6. CONFIRMATION OF MINUTES

6.1. DRAFT MINUTES OF THE ORDINARY COUNCIL MEETING HELD 19 AUGUST 2025

Author: Executive Assistant

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council receive and note the draft minutes of the Ordinary Council meeting held Tuesday 19 August 2025.

COMMUNITY STRATEGIC PLAN

5. Leadership: Accountable Civic Leaders

5.5 Communication and Engagement

5.6 Good Corporate Governance

BACKGROUND

PROPOSAL/DISCUSSION

RISK AND IMPLICATIONS

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

1. Draft Minutes of the Ordinary Council Meeting held 19 August 2025.

Attachment 1 - Draft Minutes for Ordinary Council Meeting 10-00 AM - Tuesday, 19 August 2025

MINUTES

Ordinary Council Meeting

Tuesday, 19 August 2025

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Jack Bond

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1. OPENING MEETING

The meeting opened at 10am

2. ATTENDANCE

Present: Mayor Cr Ashley Hall, Deputy Mayor Cr Kellie Crossley, Cr Leanne Mulham, Cr Ken Bates, Cr Shirlee Burge, Cr Frank Schofield, Cr Linda Fawns, Cr Shannon Sampson, Chief Executive Officer Jack Bond

In Attendance: Director Infrastructure, Director Corporate Services, Manager Community & Economy, Executive Assistant

Gallery: One

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

Moved: Cr Frank Schofield

Seconded: Cr Shannon Sampson

RESOLUTION 2025/1908/5

That the request for a leave of absence by Cr Craig Druitt be accepted.

CARRIED

6. CONFIRMATION OF MINUTES

6.1. DRAFT MINUTES OF THE ORDINARY COUNCIL MEETING HELD 15 JULY 2025

Moved: Deputy Mayor Cr Kellie Crossley

Seconded: Cr Ken Bates

RESOLUTION 2025/1908/6.1

That Council receive and note the draft minutes of the Ordinary Council meeting held Tuesday 15 July 2025.

CARRIED

6.2. ACKNOWLEDGEMENT OF SIGNIFICANT MILESTONE

Mayor Cr Ashley Hall paused the meeting to offer congratulations to Alex and Noel Allitt on their seventy years of marriage.

An amazing effort, congratulations to Noel and Alex. Alex a true gentleman who has generously served the community through Bush Poetry Sing Australia, Councillor with Windouran Shire. Again congratulations of Noel and Alex.

7. DISCLOSURES OF INTERESTS

11.1 Community Grants Program 2025/2026. Cr Leanne Mulham declared a Non-Pecuniary Significant Interest and a Non-Pecuniary - Less than Significate Interest and will leave the Chambers and not participate in any debate or voting.

15.1 Contract C2025.34 Operation & Management Deniliquin Swim Centre. Cr Leanne Mulham declared a Non-Pecuniary Significant Interest and will leave the Chambers and not participate in any debate or voting.

8. MAYORAL MINUTE(S)

Nil

9. URGENT ITEMS OF BUSINESS

Moved: Cr Frank Schofield

Seconded: Cr Shirlee Burge

RESOLUTION 2025/1908/9

That Council accept the supplementary report Contract C2025.34 Operation and Management of Deniliquin Swim Centre and Hydrotherapy Pool. The report will be presented to Councillors at the end of the meeting in Confidential Business.

CARRIED

10. REPORTS OF COMMITTEES

10.1. DRAFT MINUTES OF THE ROTARY PARK USERS GROUP

Moved: Cr Frank Schofield

Seconded: Deputy Mayor Cr Kellie Crossley

RESOLUTION 2025/1908/10.1

That Council receives the draft minutes of the Rotary Park Users Group meeting held Wednesday 23rd July 2025 and notes the Committee's recommendations.

CARRIED

10.2. DRAFT MINUTES FROM THE LOCAL TRAFFIC COMMITEE

Moved: Cr Ken Bates

Seconded: Cr Shannon Sampson

RESOLUTION 2025/1908/10.2

That Council:

1. Accepts the minutes of the Edward River Council Local Traffic Committee meeting, held on 31 July 2025, and
2. Approves the Special Event application for the Deni Ute Muster, to be held from Thursday, 2 October 2025 to Sunday, 5 October 2025, based on the endorsement of the Special Event application by the Local Traffic Committee.

CARRIED

10.3. DRAFT MINUTES OF THE SALEYARDS ADVISORY COMMITTEE

Moved: Cr Linda Fawns

Seconded: Cr Ken Bates

RESOLUTION 2025/1908/10.3

That Council receives the draft minutes of the Saleyards Advisory Committee meeting held on Thursday 31st July 2025 and notes the Committee's resolutions.

CARRIED

10.4. DRAFT MINUTES OF THE CONARGO HALL COMMITTEE

Moved: Cr Frank Schofield

Seconded: Cr Linda Fawns

RESOLUTION 2025/1908/10.4

That Council

1. Receives the minutes of the Conargo Hall Committee meeting held on Wednesday 6th August, and endorses the recommendations from the Committee contained therein, specifically;

a) The acceptance of the content of the history walk project, and

b) The acceptance of the Annual General Meeting date being set for Wednesday, 22nd October 2025 at 6pm, followed by a general meeting.

CARRIED

11. REPORTS TO COUNCIL

11.1. COMMUNITY GRANTS PROGRAM 2025-2026

Cr Leanne Mulham left the Chambers at 10.11am and took no part in the discussion.

Moved: Cr Shirlee Burge

Seconded: Cr Frank Schofield

RESOLUTION 2025/1908/11.1

Item 1 Allocate the full $25,000 of 2025/26 Community Grants program as tabled in the proposal with the CWA proposal to read $1,500 and Pony Club $1,500.

Item 2 to be deferred and a report to be brought back to September Council meeting regarding the Water Fund reserves.

Item 3 To develop a policy to assist community organisations in sourcing suitable refurbished IT Equipment.

CARRIED

Cr Leanne Mulham returned to the Chambers at 10.21am

11.2. AUDIT RISK AND IMPROVEMENT COMMITTEE - INDEPENDENT MEMBER APPOINTMENT

Moved: Cr Frank Schofield

Seconded: Cr Leanne Mulham

RESOLUTION 2025/1908/11.2

That Council:

1. Note the resignation of Theo Conias as an Independent Member from the Audit Risk and Improvement Committee, and
2. Resolves to appoint Shannon Buckley as the Independent Member for Council's Audit Risk and Improvement Committee for the remainder of the four-year term with the end date of June 2028.

CARRIED

11.3. EDWARD RIVER LIBRARY STRATEGIC PLAN 2025-2029

Moved: Cr Shirlee Burge

Seconded: Deputy Mayor Cr Kellie Crossley

RESOLUTION 2025/1908/11.3

That Council adopt the Edward River Library Strategic Plan 2025-2029.

CARRIED

11.4. CUSTOMER EXPERIENCE STRATEGY AND CUSTOMER SERVICE CHARTER

Moved: Deputy Mayor Cr Kellie Crossley

Seconded: Cr Shirlee Burge

RESOLUTION 2025/1908/11.4

That Council:-

1. Adopt the Customer Experience Strategy and Customer Service Charter.

CARRIED

11.5. ADOPTION OF PLANS OF MANAGEMENT

Moved: Cr Frank Schofield

Seconded: Cr Linda Fawns

RESOLUTION 2025/1908/11.5

That Council:

1. Adopts the Plans of Management noted below, pursuant to Section 40 of the Local Government Act 1993 and in accordance with 3.23(6) of the Crown Land Management Act 2016:
    - Plan of Management - (POM 11) Various incorporating Booroorban Sports Ground Reserve No 57705, North Conargo Reserve No 65114, Conargo Hall Reserve No65943, Pretty Pine Sports Ground Reserve No 85270, Blighty Hall & Football Ground Reserve No 88854, Booroorban Hall Reserve No 97439, Woodbury Woodlot Reserve No 150050,
    - Plan of Management - (POM 12) Various incorporating Waring Garden Reserve No 550028, McFaull Park Reserve No 550036, Harfleur St Boat Ramp (Mathews Park) No 1000443, J.P. Burchfield Park Reserve No 550034, Deniliquin Oval Reserve No 77085, Deniliquin Sports Park Reserve No 1500007, Deniliquin Swim Centre Reserve No 88772, Deniliquin Town Hall No 1000166, Deniliquin VRA Site Reserve 96339,
    - Plan of Management - (POM 13) Booroorban Cemetery Reserve No 86089,
    - Plan of Management - (POM 15) Edward River Reserve No 90112,
    - Plan of Management - (POM 16) Loy Reserve No 1001384, and
    - Plan of Management - (POM 17 Various incorporating Fish Park No 550035, Ute on Pole Site No 97120, Willoughby's Beach (Memorial Park Water Intake) No 91033.

2. Give public notice of the adoption of the Plans of Management in accordance with Section 40(2A) of the Local Government Act, 1993

3. Council will discuss with the department to add cultural/heritage sites, specifically the Blighty Hall and Football Ground and investigate other sites.

CARRIED

12. REPORTS FOR NOTING

12.1. MAJOR PROJECTS - JULY 2025

Moved: Cr Shannon Sampson

Seconded: Cr Linda Fawns

RESOLUTION 2025/1908/12.1

That Council notes the funded projects report for July 2025.

CARRIED

12.2. DEVELOPMENT SERVICES ACTIVITY REPORT

Moved: Cr Shannon Sampson

Seconded: Cr Linda Fawns

RESOLUTION 2025/1908/12.2

That Council receive and note the Development Services Report for July 2025.

CARRIED

12.3. INVESTMENT REPORT - JULY 2025

Moved: Cr Shannon Sampson

Seconded: Cr Linda Fawns

RESOLUTION 2025/1908/12.3

1. That Council receive and note the Investment Report for July 2025

CARRIED

12.4. DELIVERY PLAN PROGRESS REPORT 2024-25 - QUARTER 4

Moved: Cr Shannon Sampson

Seconded: Cr Linda Fawns

RESOLUTION 2025/1908/12.4

That Council receive and note the Delivery Program Progress Report 2024-25 for April to June 2025.

CARRIED

12.5. RESOLUTIONS OF COUNCIL AS AT 11 AUGUST 2025

Moved: Cr Shannon Sampson

Seconded: Cr Linda Fawns

RESOLUTION 2025/1908/12.5

That Council note the information in the Resolutions of Council as at 11 August 2025.

CARRIED

12.6. OPERATION OF THE DENILIQUIN SWIM CENTRE FOR 2025/26

Moved: Cr Shannon Sampson

Seconded: Cr Linda Fawns

RESOLUTION 2025/1908/12.6

That Council notes this report, which is provided to inform the community about the operation of the Deniliquin Swim Centre for the 2025/26 season, with the related decision to be considered in the confidential report for this meeting.

13. NOTICES OF MOTIONS

Nil

14. QUESTIONS WITH NOTICE

Nil

15. CONFIDENTIAL MATTERS

Moved: Deputy Mayor Cr Kellie Crossley

Seconded: Cr Ken Bates

RESOLUTION 2025/1908/15

That the Council move into Confidential to consider the matters listed in the confidential section of the agenda.

The committee is satisfied that, pursuant to Section 10A(2) of the Local Government Act 1993, the information to be received, discussed, or considered in relation to this agenda item is:

- d(i) commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

Cr Leanne Mulham left the Chambers at 10.35am and took no part in the discussion.

CARRIED

15.1. CONTRACT C2025.34 OPERATION AND MANAGEMENT OF DENILIQUIN SWIM CENTRE AND HYDROTHERAPY POOL

Moved: Cr Shirlee Burge

Seconded: Cr Frank Schofield

RESOLUTION 2025/1908/15.1

That Council:

1. Accepts the tender submitted by Deniliquin Aquatic Community Group for Contract C2025/34 Operation and Management of Deniliquin Swim Centre and Hydrotherapy Pool for the Lump Sum of $286,000 including GST, and
2. Authorises the Mayor and Chief Executive Officer to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2025/34 Operation and Management of Deniliquin Swim Centre and Hydrotherapy Pool.

CARRIED

Cr Leanne Mulham returned to the Chambers at 10.49am

16. CLOSE OF MEETING

Moved: Cr Shannon Sampson

Seconded: Deputy Mayor Cr Kellie Crossley

RESOLUTION 2025/1908/16

That Council move out of Confidential Business and the Chief Executive read out the Council Resolution.

CARRIED

The meeting closed at 10.50am

7. DISCLOSURES OF INTERESTS

8. MAYORAL MINUTE(S)

9. 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.

10. REPORTS OF COMMITTEES

10.1. DRAFT MINUTES OF THE BLIGHTY ADVANCEMENT COMMITTEE

Author: Jacinta Goodear, Executive Assistant - Infrastructure

Authoriser: Nathan Holahan, Director Corporate Services

RECOMMENDATION

That Council receives the draft minutes of the Blighty Advancement Committee meeting held Tuesday 9th September 2025 and notes the Committee's resolutions.

COMMUNITY STRATEGIC PLAN

1. Communities: Caring, healthy, connect, inclusive communities

1.8 Sport

3. Built Environment: Liveable Built Environments

3.3 Public Space and Community Facilities (including sports)

BACKGROUND

The Blighty Advancement Committee was previously a Section 355 (s355) committee of Council, responsible for the care, control and maintenance of the Blighty Recreation Reserve. A review is currently underway to establish User Agreements for community groups of this nature.

PROPOSAL/DISCUSSION

The Blighty Advancement Committee was previously a Section 355 (s355) committee of Council, responsible for the care, control and maintenance of the Blighty Recreation Reserve.

The Committee expressed its frustration with Council with the lack of maintenance that is not occurring throughout the Blighty Village and the Recreation Reserve, outstanding action items, and who is responsible for paying for maintenance works.

The Committee raised concerns over the increasing electricity bills and requested the assistance of Council to investigate.

The Director of Corporate Services spoke with the Committee regarding the User Agreement, and that there would be a meeting in the coming weeks, with the aim to have a working agreement by the end of the calendar year.

RISK AND IMPLICATIONS

6.RISK AND IMPLICATIONS

6.1 Legislative and Policy

The Blighty Advancement Committee was previously a s355 committee and operates in accordance with the Local Government Act and Regulations.

6.2 Financial

Is this currently budgeted *yes, as per the 24/25 operation plan.*

The Blighty Advancement Committee provides Council with information regarding their financial status (similar to the responsibilities of a s355 committee).

6.3 Community Engagement/Consultation

NIL

6.4 Work Health and Safety

All Maintenance that is carried out as part of the operations plan by either Council staff or Contractors are to follow Council's Work Health & Safety Policy.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

1. Draft Minutes from Blighty Advancement Committee Meeting held on Tuesday 9th September 2025.

Attachment 1 - BAC Meeting Minutes Sept. 2025

BLIGHTY ADVANCEMENT COMMITTEE (BAC) MEETING

Tuesday 9th September 2025

Please note – minutes were amended 10th September to include responses (in red) from Jacinta Goodear – Executive Assistant Infrastructure.

Time: 6.08pm

Present: Al Nicholls, Geoff Ford, Felicity Michael, Helen Rose, Ken Bates, Shannon Sampson, Nathan Holahan, Judy Plattfuss, Andy Lostroh, Jodi Brown

Apologies: Marylynne Bradford, Jayme Coleman, Jack Bond, Mark Dalzell

Previous Meeting Minutes - March 11th 2025:

It is moved that the minutes as read from the previous meeting be accepted.

Moved:	Geoff Ford
Seconded:	Shannon Sampson
Carried:	All Present

Financial Report (see attached): Treasurer - Judy Plattfuss

- **Annual Financials:** Treasurer (Judy) tabled and handed the annual financial documents to Nathan to action with Council. Originals to be returned.
- **Discrepancies of Electricity Bills:** BAC doesn't have an ABN therefore can't claim GST, bills increasingly high, requested assistance to look into invoices. Nathan to take copies.
- **Treasurers Reports 1st May 2025:** not getting interest on working account. Judy will discuss with Bendigo bank.
- **Football & Netball Club fees:** season hire, charge for 10 events, electricity, hire. Shannon suggested looking at section in council fees and charges for sporting - guidelines - Shannon to screenshot to Judy. URL – https://portal.lgsolutions.net.au/Fees/Public/EdwardR?Search=Blighty
- **Payment Responsibilities:** questions around whose responsibility it is to pay certain invoices. It is requested by President (Andy) that Nathan investigate who is responsible for certain maintenance and invoice costs.

Treasurers Report tabled. It is moved that the Treasurers Report be accepted.

Moved:	Judy Plattfuss
Seconded:	Felicity Michael
Carried:	All Present

Correspondence – no correspondence

Business Arising from Previous Minutes:

- **Defibrillators:** for both Football & Netball buildings. BAC were told there were devices available that council would mount outside both football and netball office prior to season start. We currently only have on inside the hall kitchen. Council to follow up.
- **Action Register:** to continue to be amended as required
- **Nets for Behind Goal Posts:** Maree absent, will carry over to next meeting

General Business:

- **Roles:** Nathan - Director of Corporate Service and Helen - Governance Safety and Risk Management. The aim is to work with BAC to pick up the establishment of the user agreement.
- **Maintenance schedule:** Question raised; do we have a maintenance schedule? This hasn't happened for a long time – gutters, septic etc. Council made note of lack of maintenance schedule
- **User Agreement:** draft legally done, in the coming weeks there will be a meeting with Advancement Committee. Aiming to have a working user agreement by end of the year. The agreement will be able to be amended if needed, with process to go through. It was suggested that the following details to be included; flowchart of who to contact when, NMI and address etc – all details to be included for easy and quick reporting from user groups.
- **User Frustration:** concerns voiced around Blighty Football Netball Club (BFNC) paying for maintenance. For example, Council dug up pipes resulting in no rainwater in buildings, then refused to take responsibility, BFNC then organised and funded fixing the issue. This happens repeatedly. User frustration.
- **Community Sign:** signs (mowing), ongoing issue.
- **Risk Concerns:** these concerns being raised are a risk to council and risk to user.
- **Safety & Compliance:** concerns that statutory safety checks have not been completed; fire, exit signs, smoke alarms – critical, safety audit.

Add/Amend on Action Register (see attached):

- Asphalt - from concrete fell away – urgent hazard/high risk
- Door into toilet area, frame has come away
- Netball Court – condition, ongoing issue
- Power - ongoing issue
- Sewerage - ongoing issue
- Defibrillators - follow up

Next Meeting: Tuesday December 9th 2025

Meeting Closed: 7.20pm

Blighty Advancement Committee - ACTION REGISTER – Blighty Recreational Reserve

CONCERN	LOCATION	DATE & WHO RAISED CONCERN	RESPONSIBLE	DATE COMPLETED
Dam fence not fixed; holes patched up after tree removal but not secure	Around dam behind hall	Andy Lostroh 28th May 2024 3x previously to council	Paul Links	DONE
Light in Male Toilets not working	Male Toilet – Netball Club	Shannon Sampson 28th May 2024		
		30th July 2024		
Male Toilets - urinal leaking, back of units leaking and two broken seats	Male Toilets – Hall	Kelly Nicholls 28th May 2024		DONE
		30th July 2024 need done before finals		
Septic/Toilets	Netball Club	Jodi Brown 28th May 2024 Continual reports made	Jaymie investigating discussion around camera work being done and findings of wrong fittings. Jayme to give Andy L update in 2 weeks (end of March). Once determined, who is responsible for septic.	
		30th July 2024 Concerns with finals coming up		
		Still a concern 9/9/2025	Barnetts investigated septic smell through hall. Invoice dated 23rd April has been paid.	
Vanity/Bench top coming away from wall	Netball Club home rooms	Jodi Brown 28th May 2024	A laminated vanity bench was identified in 2024 as being slightly detached from the wall but not in danger of collapse and not causing issues with usage. Issue was decided to be monitored for any further deterioration.	
Tap in sink is pulling away	Netball Clubrooms 2nd toilet	Maree Hovenden 11th March 2025	Council/Jayme. Unsure if this reported issue is related to the above vanity bench. The taps in the above vanity issue were all secure the last inspection. Wil need to reinspect the taps in question.	
Power points	Hall & kitchen	Al Nicholls 28th May 2024 Numerous times previously	DONE	Completed 30th July 2024
Mould	On roof inside Netball Clubrooms	Jodi Brown 28th May 2024 Numerous times previously	We have been asking for over 12 months. This matter was investigated by Barnetts and the cause of the water penetration on the roof was identified to be associated with TV aerial. The aerial was refixed and silicone to the base to stop any further water penetration. Unsure if the mould build-up is still occurring.	
		Roof fixed, Mould on inside still present 9/9/2025		

Kitchen Drawer; front off – had been fixed but broken again	Kitchen Hall	Al Nicholls 28th May 2024	Unaware of any ongoing issues	
Football lights control switch not working properly	Control box	Al Nicholls 28th May 2024	DONE	Completed 30th July 2024
Trenches from lights need to be filled in – WHS	Around where lights have been put in	Al Nicholls 28th May 2024	DONE	DONE
		30th July 2024 Trench needs rock added, dirt washing away, WHS concern before finals		DONE
Grass	Around Blighty signs	Geoff Ford 28th May 2024	These are still being done very sporadically. How can we ensure regular mowing of the sign area and bigger area mowed to increase visibility of the signs.	
		30th July 2024 Always needs to be mowed		
Heater in the Hall meeting room not working	Hall	30th July 2024		
Roller Door in hall bar broken	Hall Bar	Al Nicholls 30th July 2024 Flagged for over 3 years	This has been flagged for 3 years. Unaware of any ongoing issues with the roller door to bar.	
Ceiling fan in hall not working	Hall	30th July 2024	Need to check	
Smoke Alarms – not working	All	Shannon Sampson 30th July 2024	Need to check	
Emergency exit signs nonoperational	All	30th July 2024	Need to check	
RCD wont trip – electrical safety device	Hall	Felicity Michael 30th July 2024	Need to check	
Door in visitors room not working properly, the closing mechanism has come of the wall.	Netball Rooms	Andy Lostroh March 2025	Football Netball Club organised and paid (July 2025) for Aluminum Windows to fix due to being unable to lock the clubrooms.	DONE
Asphalt – front of Hall coming away Trip hazard	Front of Hall	Al Nicholls 9/9/2025		
Visitor Toilet entry – frame broken	Side Hall	Shannon Sampson 9/9/2025		
Netball Courts need assessment	Netball Courts	Jodi Brown 9/9/2025 Flagged for over 5 years		
Power Outages	All Reserve	Andy Lostroh 9/9/2025		
Defibrillators	Football & Netball	Andy Lostroh 9/9/2025		

ATTACHMENT 2 - MOST PRESSING ISSUES - BLIGHTY ADVANCEMENT COMMITTEE - MARCH 2025

1. Rain Water Tank – COMPLETE , many thanks to Council for getting this job done.

a) Water seems to be emptying out of tank once it has been filled, this needs further investigating urgently.

b) Water pipes into hall – we need rain water to the kitchen and dam water to the rest of the hall. Council said it was done but Al believes this is not the case. Jayme to orgnaise a plumber to map out what the existing pipe set up is, and work out where we need to go from here. Al to be present at inspection.

Issues relating to water reticulation were attended to by Glen Barnett with major upgrade including installation of new pump.

2. Mould in the roof at Netball Clubrooms

There is a patch of mould in the roof in the new club rooms. It has been highlighted to council for over 12 months. During this time the area of mould has increased in size and is of a great concern as we want to look after our new building. The longer it is left unfixed the more damage is being done.

Issue repaired, see above.

3. Netball Court Surfaces

Concern was raised about the ongoing deterioration of the netball courts. In 2017 the courts were resurfaced. Since this time Council drove on the netball courts with a scissor lift and left marks all over the courts (risk). This is our number one priority. Replacement of the netball court surfaces has been flagged as our most important infrastructure issue. Council were going to organise someone who was putting in the new netball courts at DNA to come out to Blighty and assess the situation. We are not sure if this has happened.

Unaware of the current status of the netball courts.

4. Paul Hussey

Since Paul Hussey has been removed as a point of contact for issues needing addressing/action needed at the recreation reserve, we have found it very frustrating as nothing seems to be getting done that we request.
We request that Paul Hussey be reassigned to the Local Advancement Committees to get some action happening instead of just talk. Andy Lostroh and Paul had an excellent working relationship with results speaking for themselves.

The Blighty Advancement Committee collects the fees and charges of the users. This has been identified on multiple occasions to be in breach of the Local Government Act and Section 355 Committees legislation. These fees and charges listed in Councils fees and charges are generally reflective of the costs of maintaining and servicing community owned assets. The Blighty Advancement Committee has two Council Officers at its convenience to raise any and all maintenance issues – Jaymie Coleman and Paul Links.
The agreed process from the first Committee meeting attended by Manager Facilities & Open Spaces was that in the absence of a MOU or User Agreement, BAC would be the point of contact for users (Foot Club, Daycare etc), and would report to Council if assistance was required. At this time, the Property Officer was vacant and BAC were advised that Paul Hussey reported into the MF&OS and would be available if required.

Blighty Advancement Committee.

Treasurer Report:

Judy Plattfuss — 30th June 2025

Opening Balance			1st May 2025	$	12,398.49
Income:					
Interest May '25	$	-		$	-
Interest June '25	$	-		$	-
River Region Child Care	$	910.00		$	910.00
Total:				$	910.00
Expenses:					
David Walsh Gas	$	351.57	Footy & Nettie Rooms	$	351.57
Total:					$351.57
Closing Balance:			**30th June 2025**	$	12,956.92
Term Deposit Reinvested to 17th Jan 2026 at 4.5 %				**$**	**6,140.20**
Interest earned				$	278.47

Money still to come in.

Blighty Advancement Committee.

Treasurer Report: Judy Plattfuss 31st August 2025

Opening Balance		1st July 2025		$ 12,956.92
Income:				
Interest July '25	$ -			$ -
Interest Aygust '25	$ -			$ -
River Region Child Care	$ 770.00	Hall of Hall		$ 770.00
Total:				$ 770.00
Expenses:				
A & K Nicholls	$ 2,002.00	Hall Cleaning		$ 2,002.00
Total:				$2,002.00
Closing Balance:		**31st August 2025**		$ 11,724.92

Term Deposit Reinvested to 17th Jan 2026 at 4.5 % $ **6,140.20**

Interest earned $ 278.47

Money still to come in.

10.2. DRAFT MINUTES OF THE MEMORIAL PARK USERS GROUP MEETING

Author: Executive Assistant

Authoriser: Manager Community and Economy

RECOMMENDATION

That Council receives the draft minutes of the Memorial Park User Group meeting held Wednesday, 4 June 2025 and notes the Committee's recommendations.

COMMUNITY STRATEGIC PLAN

1. Communities: Caring, healthy, connect, inclusive communities

1.6 Health

1.8 Sport

3. Built Environment: Liveable Built Environments

3.1 Infrastructure

3.3 Public Space and Community Facilities (including sports)

BACKGROUND

The Memorial Park Users Group is an advisory group to Council regarding the operation and management of the Memorial Park reserve. The Committee includes representatives from various groups, including the Deniliquin P&A Society, Deniliquin Rovers Football and Netball Club, Deniliquin Collectors Club, Deniliquin Netball Association and Rhino's Cricket Club.

PROPOSAL/DISCUSSION

At the meeting several maintenance and operational items were raised regarding the Memorial Park reserve. The Manager of Community & Economy provided updates where possible and committed to providing answers back to the users group regarding other matters.

The Masterplan document feedback has been extended out to 4pm Friday 12 October 2025, to allow the users to provide feedback.

Homelessness was discussed and what the Users and Council can do to assist Police in issuing them a move on notice.

Solar project for all facilities was also discussed, and what the next steps are in the design to be able to get it to a stage to be able to apply for grant funding for the project.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

The Memorial Park Users Group Committee is managed in accordance with the Local Government Act and Regulations.

6.2 Financial

Is this currently budgeted yes, as per the 25/26 operation plan.

Funding for the management and operation of the Memorial Park Facility is provided by Council as part of the 2025/26 Operational Plan.

6.3 Community Engagement/Consultation

NIL

6.4 Work Health and Safety

All Maintenance that is carried out as part of the operations plan by either Council staff or Contractors are to follow Councils Work Health & Safety.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

1. Draft Minutes for Memorial Park Users Group Meeting Wednesday 3rd September 2025.

Attachment 1 - Public Minutes for Memorial Park User Group 5-30 PM - Wednesday, 3 September 2025

MINUTES

Memorial Park User Group

Wednesday, 03 September 2025

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

Date:	**Wednesday, 03 September 2025**
Time:	**5:30 PM**
Location:	**Memorial Park, Deniliquin**

Jack Bond
Chief Executive Officer

Order of Business

1. Attendance and Apologies **3**
2. Confirmation of Previous Minutes **3**
2.1. Minutes from Previous Meeting 3
3. Outstanding Action Items **3**
3.1. Outstanding Action Items 4
4. Reports **8**
4.1. Upcoming Bookings at Memorial Park 8
4.2. Memorial Park Masterplan 9
4.3. Items of General Business 9

1. ATTENDANCE AND APOLOGIES

Present:

Cr Leanne Mulham

Brad Todd & Anthony Bradley (Rhino's Cricket Club)

Ayla Michael, Chantelle Shevells & Judy Bond, Mark Petersen (P&A Show Society)

Council Staff:

Nathan Holahan (Director Corporate Services), Julia Druitt (Manager Community & Economy)

Apologies:

Cr Ken Bates

Mark Dalzell (Director Infrastructure)

Tim Hillier (Rhino's Cricket Club)

Joshua Bode (Deniliquin RFNC)

2. CONFIRMATION OF PREVIOUS MINUTES

2.1. MINUTES FROM PREVIOUS MEETING

Moved: Brad Todd

Second: Leanne Mulham

3. OUTSTANDING ACTION ITEMS

New Actions from this meeting

Reference	Action Item	Assigned
2025/0309-01	Confirm what toilet block is the Eastern Side Toilet Block as it has been identified as public amenities block.	Jaymie Coleman
2025/0309-02	Caravan Dump Point - Has flood mitigation been thought of and what steps are required to prevent backflow etc. Confirmation that Edward River Oval is Temporary.	John Pearson
2025/0309-03	Council to write letter to the Police to advise who the users are of Memorial Park, confirming that there is no ongoing access to the facilities other than the user groups, and no other users are welcome to	Nathan Holahan

Reference	Action Item	Assigned
	access the facilities. Users to email to support it.	
2025/0309-04	Confirm what RFS require for their training day	Jaymie Coleman
2025/0309-05	Facilitate meeting with P&A Society about managing the Ute Muster weekend & how to support and manage the Showgrounds as a registered safe livestock transport location, state government gazetted place. Biosecurity number that they can record where they have been.	Julia Druitt

3.1. OUTSTANDING ACTION ITEMS

Reference	Action Item	Assigned	Status
2025/0406-01	Public Toilets What amenities block is going to be available to the public? Currently, all amenities block at the Memorial Park Facility are locked and only made available to the public during an event.	Jaymie Coleman	Toilet block on the eastern side of the main oval will be the nominated public toilets; this will be added to the Public Toilet register and cleaning schedule. Appropriate key system will be installed. CLOSED
2025/0406-02	Cleaning of the disabled toilet is to be included in the Council schedule. When is the commencement of the cleaning of the disabled toilet going to begin? The users made comment it hasn't happened yet. Also, how often will it be cleaned?	Jaymie Coleman	Disabled toilet added to Council cleaning schedule.

Reference	Action Item	Assigned	Status
2025/0406-03	P&A Society & Rhinos Cricket Club The committees would like to sort out the clash of these events The cricket draw is released in October/November, Rhinos will be hosting the Semi Finals, and the show is scheduled for the 6th, 7th, and 8th March 2026.		User Agreements still to be confirmed. Rhino's have said that the draw should be out earlier this year, so once they have been advised they will advise the user group.
2025/0406-04	Oval #3 Fence Cleaning of the flood water stains from the white fence. The Cricket committee noted that it has been nearly 3 years since the floods and are still no closer in get the fence around the oval 3 cleaned or replaced. Can the committee be given permission to use Hydrochloric Acid to clean the fence?	Jaymie Coleman	Cricket Club has arranged the cleaning of the fence. Rhinos cleaned the inside themselves. Cost the Cricket Club at least $1,000. The outside still needs to be cleaned - Council needs to complete this.
2025/2603-01	Council to investigate a dump point for Memorial Park/State Forest Entry.	Jaymie Coleman	Need to determine which toilets are the public toilets at the facility. Council will bring options to the next meeting, including costs and possible locations of installation for a Caravan Dump Point. Caravan Dump Point ordered, Map of services attached, Red Sewer, Blue water mains. Where is the User Groups

Reference	Action Item	Assigned	Status
			suggestion for it to be located? CLOSED
2025/2603-02	Council to investigate drainage issues at Memorial Park as part of maintenance of the facility. - New Carpark and drainage around DNA Building - Determine next stage of works at Rovers - Register of projects and grant required works	Jaymie Coleman	More information required for the group on what works have happened.
2025/2603-03	User Agreements Council will be in touch base with all users to discuss.	Nathan Holahan	Draft Updated, User Agreements to be provided to group by Council.
2024/2905-01	Council is reviewing the key system for the facility and provisions of keys. - Awaiting on official handover of the Cricket/Netball Clubrooms - Master key to be done for the 3 gates on the ovals agreed upon by the users.	Jaymie Coleman	User groups agreed to have a master key for the 3 gates for the ovals. P&A Society have done a master key system from the oval back, all toilets are on the one key, and these have been supplied to all users. PJ Locksmiths can add to the system that P&A have done their end.
2024/2905-02	Do we have any information on Solar Power from previous reports and investigations. Not located to date. As part of the Lighting Project the committee	Jaymie Coleman	Funding has been approved in the 25/26 Council budget. Electrical services have been located at P&A end of Park. Awaiting GPS from Projects. RFQ for remainder of site and services to be

Reference	Action Item	Assigned	Status
	would like to see design engagement.		confirmed with Projects.
2024/2905-03	Speed Limit Signs for the Sealed Area - What speed does this need to be? Daryl Whately recommended 10km/h as per other event areas & Speed humps to be added.	Jaymie Coleman	Shared zone currently in place. Additional signs to be installed to reinforce behaviour. To be completed with drainage maintenance Sept/Oct 25.
2024/2102-03	Broken doors on toilet block at P&A Showgrounds. From Ute Muster weekend and illegal camping?	Jaymie Coleman	Monthly Inspection meeting with P&A. Operational Report to be sent to User Group in the following 2 weeks. Security measures to be added to toilet block as register public toilet. F&OS will look at options similar to Oval 3 amenities. CLOSED
2024/2102-02	Water cage pulled out - needs key to lock - Rhinos Cricket Club	Jaymie Coleman	Monthly Inspection meeting required with Rhino's, operational issue. Report to be sent to User Group in the following 2 weeks, tabled to Memorial Park User Committee meeting quarterly. Gate repaired - will add to key plan
2024/2102-01	Follow up regarding potential upgrade signage for illegal camping. (No Caravans) - This is an issue on the Ute Muster weekend. Ute Muster staff direct ticket holders to	Jaymie Coleman	Inspection meeting required with Stakeholders (Relevant committee members) - Plan to be drafted and reference status against the adopted Memorial Park Masterplan 2021

Reference	Action Item	Assigned	Status
	Memorial Park/Showgrounds. -Council to discuss internally other alternative options for campers leading up to the Ute Muster, as other accommodation options are generally exhausted, and Ute Muster ticket holders need somewhere to go if they are arriving early into town to explore the area before the gates to the site open.		and reported to next Committee Meeting (Q2) Council to investigate free or low cost camping at Memorial Park and Edward River Oval. CLOSED
2023/2510-01	Defibrillators - List of where they are located to be emailed from users. Location of general public to access if issue when area not in official use.	Jaymie Coleman	Location for External defib unit to be determined. CCTV to be installed to prevent vandalism. Users spoke to that it should go on the beach-to-beach walk near the miniature train track.

The User Groups were reminded to go onto the Council website to lodge a maintenance request via https://www.edwardriver.nsw.gov.au/Council/About-Edward-River-Council/Lodge-a-Request

or download the Snap, Send, Solve app and lodge them this way.

4. REPORTS

4.1. UPCOMING BOOKINGS AT MEMORIAL PARK

Who	When	Facility
Deniliquin High School - Afternoon Sport	Every Wednesday Afternoon 1:45pm - 2:45pm	Main Oval
RFS Training Day	Tuesday 9th September	
Picola Football Netball League Grand Final	Saturday 13th September 2025	Whole Facility
Annual Spring Rally	Saturday 20th & Sunday 21st September 2025	Main Oval

Who	When	Facility
Deniliquin Collectors Club		
Cricket Match	Saturday 20th & Sunday 21st September 2025	Oval #3

Bookings for all venues are to be requested via https://www.edwardriver.nsw.gov.au/Services/Venues-for-Hire or Customer Service at Edward River Council.

Please ensure all your dates that you wish to use these facilities have been advised to Council via one of the above methods.

4.2. MEMORIAL PARK MASTERPLAN

Only the Rhinos Cricket Club has submitted feedback to date. The deadline for Users Group feedback has now been extended to extended to 4pm Friday 12th October 2025.

Items discussed from tonight's meeting to be included in feedback:

1. **Public Toilet Relocation**
    - A new toilet block is proposed to be constructed closer to the State Park.
    - This facility will become the designated Public Toilet.
2. **Accessible Toilets - P&A Society**
    - The P&A Society currently provides a Left-Hand (LH) Disabled Toilet for public use.
    - It was recommended that a Right-Hand (RH) Disabled Toilet also be made available for public use.
    - This should be included in the Disability Inclusion Action Plan (DIAP).
3. **Strategic Planning Reference**
    - The P&A Society will email their 15-Year Strategic Plan to be used as a reference in developing Council's Masterplan.

4.3. ITEMS OF GENERAL BUSINESS

Ayla left the meeting at 3:14pm.

Rhinos Cricket Club

Yearly water issues to memorial park ovals, pump reliability as well as watering over the periods where there are continuous days of high temps and also watering over the Christmas/New Year period when staff are on holiday breaks

Previous years the pumps have breaks down and then this effects the wicket. Communication on when the water is being turned off, as this is on an automatic system.

Behind the cricket shed on the main oval water pools along the access road due to water from the shed roof (no drainage available), would it be possible to get some rock spread to minimise the pooling and mud that is generated after rain events. This would hopefully help alleviate and wheel ruts/tracks forming.

On the road access just after the entrance to memorial park near the DNA netball courts, can we get some rock or grading done to level the road for access to parking, our cricket shed and also the building.

P&A Society

Power, we have spoken about in the action items above.

Downstairs toilets have been broken into again.

Council advised the P &A Society that the bins outside need to be locked inside.

P&A Advised they were locked in the stables, and they were broken into and used and are now full. No one will come and empty them, and the directive they received was to take them out to the landfill to empty and pay for the disposal charge. They are not Event Bins (Blue with Yellow lid) they are just the old green bins.

Communicate back to the group to see whether they need to be changed over to different bins to be able to be collected or suggestion on how to move forward with waste management.

Council could look at in-kind contributions for events regarding the waste management. Since the 3-bin system has come in the bins have been removed from Memorial Park and no bins have been replaced.

Maintenance items to be addressed through a walk around, to be arranged offline.

Chantelle mentioned the Statement of Account which has charges from the Show Weekend, they have never received the actual invoice to see what the charges relate to. Cricket Club never received an invoice.

Solar for all Facilities

Brad from CED Electrical has asked Council for the Meter details, Chantelle has asked him for feedback on how they go about designing a project to have Solar on all the facilities, so that they can apply for grant funding, especially through the renewable energy projects. That way Council won't have to outlay so much for Power expenses at Memorial Park and can use the saving to improve the facilities. Would be great to move power underground, as there has been incidents where trucks have hot the overhead powerlines. All the power boxes are unsafe and not fit for purpose.?

Homelessness

Social housing has gone to 7-2 in our area over the last few years, there are currently no systems in place in town anymore to assist with homelessness. Mick Lawlor the NSW Parks representative from this area is working with Police to assist with this issue. Move on orders are for a short period of time, Police are not listening to users requesting them to move them on as they are not the landowners. It took 6 weeks to get them to move people from the area. Police have advised the User Group to write a letter to say there is no access to the facilities and that these people are not welcome. Council will provide the letter to support this request.

Meeting time

The meeting time was discussed, and it was decided that it would stay the same. However, the Collectors Club are unaware as they don't use email regularly, a phone call would be appreciated.

Representatives from each group was confirmed on the night to Manager Community & Economy, these representatives being:

Brad Todd - Rhinos Cricket Club

Alya Michael - P&A Society Show

Katie Danckert - Deniliquin Netball Association

Joshua Bode - Deniliquin Rovers Football Netball Club

Daryl Whately - Collectors Club

Council

Strategic items please email to Julia.Druitt@edwardriver.nsw.gov.au

Maintenance requests to be captured via Snap Send Save or by lodging a Customer Request Via Councils website.

Meeting closed 7:05pm

Next meeting will be Wednesday 3rd December 2025.

11. REPORTS TO COUNCIL

11.1. BUSINESS NSW REGIONAL LEADERS MEMBERSHIP

Author: Chief Executive Officer

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council become Bronze members of Business NSW Regional Leaders program for a 12-month period.

COMMUNITY STRATEGIC PLAN

4. Economy: Strong, Diverse and Sustainable

4.1 Agriculture and Industry Value - add sector development

4.2 Workforce and Jobs

4.3 Business Development, Promotion and Entrepreneurship

4.6 Tourism and Visitor Economy

5. Leadership: Accountable Civic Leaders

5.1 Shared Vision

5.2 Diversity of Leadership

5.3 Inter-governmental Collaboration

5.4 Grow Our Own Leaders

BACKGROUND

Business NSW has established the Regional Leader Program across the Riverina Murray, recognising the importance of regionally based leadership, collaboration, and advocacy. The program is capped at 100 members and operates on an invitation-only basis.

The membership model (Gold, Silver, Bronze) provides access to events, networking, advocacy forums, and opportunities to influence economic development directions for the region. Bronze membership provides an affordable entry point for Council, while still allowing engagement in roundtables, access to future leaders programs, discounted events, and brand alignment with regional initiatives.

PROPOSAL/DISCUSSION

It is proposed that Edward River Council become a Bronze Regional Leader Member. Benefits include:

- Participation in Business Development Forums (2 per year), CEO Connect sessions, and Regional Roundtables.
- Access to Future Leaders Program for emerging leaders in the community or within Council.
- Branding recognition at regional events and collateral (business name listed).
- Engagement with Business NSW policy executives, government officials, and regional business networks.
- Discounted access to Riverina Murray events and Business Centre hire.

- 25 calls to the Workplace Advice Line with Australian Business Lawyers and Advisors.
- Voting rights within Business NSW.

Membership will position Council to strengthen regional connections, advocate for Edward River's interests, and demonstrate leadership in supporting local and regional economic growth.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

Nil

6.2 Financial

Is this currently budgeted? No. Bronze membership is $3,000 excl. GST, a modest cost relative to potential networking, advocacy, and leadership benefits.

If not, can it be funded within existing budget? Yes

What is the proposed funding source? This would be funded through current CEO consultancy budget.

6.3 Community Engagement/Consultation

Nil

6.4 Work Health and Safety

Nil

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

Attachment 1 - Regional Leader Membership Proposal 2025



MEMBERSHIP PROPOSAL

RIVERINA MURRAY

REGIONAL LEADERS

BUSINESS NSW



Regional Leader

[adjective]

A regional leader typically refers to an individual, organisation, or entity that holds significant influence, authority, or prominence within a specific geographic area or region. This leadership can manifest in various forms, such as political, economic, social, or cultural leadership. Regional leaders play a crucial role in shaping the direction, development, and dynamics of their respective regions.

Thank you for considering our Regional Leader membership.

Business NSW created the Regional Leader membership as it recognised that each region had different priorities and challenges. The Regional Leader membership is a community of businesses from across the region that want to support and contribute to the advocacy, policy and thought leadership to assist our region to grow and prosper.

Based on the successful "First" membership in Sydney, Western Sydney and the Hunter the membership offers a program of exclusive events, access to key decision makers and entitlements and discounts to events such as our Regional Summit and Future Leaders program.

What is unique about this membership is that the program is developed and facilitated by our local team based here in the Riverina Murray, it is an invitation only membership and capped at 100 businesses from across the region. This ensures that you not only receive an exclusive program of events but the opportunity to connect with like-minded businesses from across the region.

We are proud of what our local team and the Regional Leader membership has achieved to date and hope you will consider being a part of its future, creating stronger businesses and a stronger economy in our region.

Yours Sincerely

Serena Hardwick

Regional Director
Business NSW Riverina Murray
0490 125 443

Shanna McDonald

Strategic Partnership Manager
Business NSW - Riverina Murray
0491 278 379

OUR VISION

INFORM 01 Build capacity and capability in our local businesses

INFLUENCE 02 Bringing business leaders together to create industry led economic development

EVOLVE 03 Leave a legacy

Inform

We want to help build capacity and capability in our local businesses

You will have access to events and information providing you information and takeaways to implement in your business to increase productivity, profit and competitiveness.

Regional Leaders offers a program of events designed to build capability and capacity in your business. Events include:

- Business Development Forums
- Regional Leader exclusive Roundtables
- Behind the scenes tours
- Future Leaders program
- Regional Summit

As a Regional Leader you will also receive our exclusive newsletter, keeping you up to date with the latest events information and opportunities as well as member news.



Influence

We want to bring business leaders together to create industry led economic development

Bringing our business community together to solve problems and create opportunities together.

- Help drive thought leadership and advocacy in our region to encourage economic growth and investment.
- Contribute to policy and advocacy working groups.
- Opportunities to engage with Business NSW Policy executives on key issues in closed group discussions.
- Opportunities to engage with decision-makers and government officials





Creating a connected business community.

We see the importance of a connected business community not just at a local level but a network that spans across the Riverina Murray region embracing our diversity.

- Opportunity to connect with a network of businesses across the Riverina Murray.
- Opportunity to participate in our CEO Connect and build a network.
- Regional Business Summit 2026.

Evolve

As leaders we want to leave a legacy



Projects and programs that will have an impact beyond our region and are outcome focused.

Projects and Programs includes:

- Regional Tourism Awards
- Future Leaders program | A leadership program designed to develop skills and expertise to grow the future leaders in your business.
- Made in the Riverina Murray
- Tours | Be an advocate for investment into the Riverina Murray with exclusive behind the scenes tours of some major projects and large scale businesses.

Position your brand as a Regional Leader

- Feature in our Regional Leader newsletter
- Brand positioned on event and project collateral
- Receive collateral to self-promote your brand as a Regional Leader
- Receive exposure for your involvement through the Business NSW Riverina Murray social media platforms
- Opportunity to feature in regional publications and presentations
- Exclusive access to events with decision makers



Events

Our events are designed to be thought provoking, collaborative, impactful and to make change. Events you can look forward to being a part of include:

Business Development Forums (BDF)

- Our Business Development Forum (BDF) series offers tips and tools to improve the profitability and day-to-day running of your business.
- This event is open to all members with Regional Leaders receiving complimentary tickets subject to the level of membership.
- 4 x BDF's per year with topics based on key gaps with local businesses drawn directly from feedback and regional engagement.

Roundtables

- Exclusive to Regional Leaders and invited relevant stakeholders these events provide the opportunity to be informed and discuss key issues impacting businesses specific to the region.
- Regional Leaders receive complimentary tickets.
- Capped at 30 attendees.
- 3 x roundtables per year

CEO Connect

- Open to all businesses providing a networking opportunity at an executive level.
- Each event will be hosted by a Regional Leader business and provide the opportunity to showcase that business.

Future Leaders

- A program designed for the emerging leaders in the business to develop key leadership skills.

Regional Business Summit

- Our flagship event run biennially this event is designed to bring key expertise and speakers to the region on topics to enhance the future of your business.



Tours

- Exclusive to the Regional Leader program tours provide opportunities to get a behind the scenes look into some of our major projects and large scale business in region.

Regional Awards

- Open to Regional Leaders and all businesses. This is a flagship event held in each region across the State recognising business excellence.
- Winners of the Regional Awards flow through to the Business NSW State Awards.
- Regional Leaders receive discounted tickets to the Regional Business Awards.

Membership Levels

Gold:

As a Gold Regional Leader you have the opportunity to work with us on tailoring a bespoke membership suited to your needs. Your membership will include but not limited to:

- Two tickets to all Regional Leader events with priority seating
- Invited first to join Roundtables and Special Interest Groups
- An invitation for two employees to join the Future Leaders Program
- Access to Regional thought leadership
- Event branding at Riverina Murray events and on collateral
- Promotion and engagement on digital platforms and social media.
- Access to branding collateral for self promotion as a Regional Leader
- Personalised meetings and exclusive access to the Regional Director
- 20% discount on all Riverina Murray general members events.
- Opportunity to be on an event panel or provide a guest speaker
- Two complimentary tickets to attend either the State Business Awards in Sydney or the Regional Awards
- 10% discount on Regional Business Centre hire in Albury
- Opportunity to host a CEO Connect event and promote your business
- Unlimited calls to the Workplace Advice Line with Australian Business Lawyers and Advisors
- Voting rights and ABI membership

Silver:

Silver Regional Leaders receive access and opportunities with complimentary tickets to all Regional Leader events and are the second tier in the membership.

- One ticket to all Regional Leader events with priority seating
- Invited second to join Roundtables and Special Interest Groups
- An invitation for one employee to join the Future Leaders Program
- Access to Regional thought leadership
- Event branding at Riverina Murray events and on collateral
- Promotion and engagement on digital platforms and social media.
- Access to branding collateral for self promotion as a Regional Leader
- 20% discount on all Riverina Murray general members events.
- 10% discount on Regional Business Centre hire in Albury
- Opportunity to host a CEO Connect event and promote your business (offered second after Gold members)
- 35 calls to the Workplace Advice Line with Australian Business Lawyers and Advisors
- Voting rights and ABI membership

Bronze:

An entry level to the Regional Leader program, Bronze Regional Leaders receive access to events, program and alignment of brand with some additional costs involved.

- One ticket to a number of Regional Leader events (specified on page 13)
- Access to Roundtables and Special Interest Groups
- Access to join the Future Leaders Program
- Access to Regional thought leadership
- Event branding at Riverina Murray events and on collateral (name only)
- Promotion and engagement on digital platforms and social media.
- Access to branding collateral for self promotion as a Regional Leader
- 20% discount on all Riverina Murray general members events.
- 10% discount on Regional Business Centre hire in Albury
- 25 calls to the Workplace Advice Line with Australian Business Lawyers and Advisors
- Voting rights and ABI membership

Packages

	GOLD	SILVER	BRONZE
Regional Leader Events	Yes	Yes	Yes
• Business Development Forums (BDF's) – 4 per year • Roundtable events – 3 per year • CEO Connect – 2 per year • Access to exclusive tours • Access to the Future Leaders Program	2 tickets to each 1 ticket to each 2 tickets to each Yes 1 ticket	1 ticket to each 1 ticket to each 1 ticket to each Yes 1 ticket	1 ticket to 2 BDF's per year 1 ticket to each 1 ticket to each Yes Discounted
Riverina Murray general member event discount	20%	20%	20%
Opportunity to host CEO Connect	Yes	Yes	No
Opportunity to join Roundtables & Special Interest Groups (invitations prioritised via level)	Yes	Yes	Yes
Branding on Regional Leader event collateral	Logo displayed	Logo displayed	Business name listed
Premium access to Regional Thought Leadership & VIP Events	Yes	Yes	Yes
Personalised meetings	Yes	Yes	Yes
State or Regional Business Awards tickets	2	-	-
Member discount on Regional Business Centre hire (Albury)	10%	10%	10%
Workplace Advice line calls	Unlimited	35	25
Voting rights	Yes	Yes	Yes
PRICE (EXCL GST)	**$10,000**	**$5,000**	**$3,000**

REGIONAL LEADERS

Gold:

nbn
Charles Sturt University
RSM
SunRice Group
origin
habitat
Essential Energy
NAUGHTIN
VISY LOGISTICS
Transgrid

Silver:

Port of Melbourne
PYRUS
marathon health
Better healthcare, closer to home
flavourtech NATURALLY
UNSW SYDNEY
SWS bank
KOTZUR


REGIONAL LEADERS
Bronze:
ALBURY PRECISION ENGINEERING
nab regional & agribusiness
Chameleon
akps
Invested in the best outcome.
Prefabulous
Southern Cotton
WHITTON
HALT HOUSE
TUMUT RIVER BREWING CO.
snowyhydro
AlburyCity
MAMA
SCA
Personnel Group
DLG
Aluminium and Glazing
Huntsman Recruiting
mercy connect
Australian Government Department of Industry, Science and Resources
AusIndustry
BOYS TO THE BUSH
Damasa Pty Ltd
Regional Development Australia
NSW GOVERNMENT
Murrumbidgee Local Health District
FARM FRESH
RIVERINA DAIRY CO.
StaughtonGroup
LICORICE & CHOCOLATE
JUNEE
squad
esi
Education Services Int.
Supply Group P/L
Murrumbidgee Irrigation
CASELLA FAMILY BRANDS
The Coffee Pedaler
Halocell
griffith city council
City of Wagga Wagga
phn
MURRUMBIDGEE
An Australian Government Initiative
TECHNOCRETE
Structural & Durability Consulting Engineers
TEMORA
The Friendly Shire
MALMET


THANK YOU
For more information please contact:
Shanna McDonald
0491 278 379
shanna.mcdonald@businessnsw.com
BUSINESS NSW

11.2. LGNSW ANNUAL CONFERENCE 2025 MOTIONS

Author: Chief Executive Officer

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council;

1. Consider the proposed topics outlined in this report and determine which motions Edward River Council will submit.
2. Authorise the CEO to finalise and submit motions endorsed by Council prior to the LGNSW closing date of Tuesday, 30 September 2025.

COMMUNITY STRATEGIC PLAN

5. Leadership: Accountable Civic Leaders

5.1 Shared Vision

5.3 Inter-governmental Collaboration

BACKGROUND

The 2025 Local Government NSW Annual Conference will be held later this year and provides the peak opportunity for councils to shape LGNSW's advocacy agenda. Member councils are invited to submit motions for debate and possible adoption.

According to LGNSW, motions must:

- Be consistent with the objectives of LGNSW.
- Relate to local government in NSW.
- Seek to advance the sector as a whole (not just a single council).
- Be worded clearly and succinctly.

A maximum of 100 motions will be debated at the Conference. Each motion carried becomes part of LGNSW's advocacy platform for the year ahead. Motions must be adopted by Council and submitted by Tuesday, 30 September 2025.

A copy of the LGNSW Motions Submission Guide is provided as an attachment to this report.

PROPOSAL/DISCUSSION

At a recent Councillor workshop, several potential motion topics were raised. Draft wording is provided below for Council's consideration and amendment. These draft motions provide a starting point for Council's discussion. Councillors may wish to amend wording or propose additional motions prior to submission.

1. Councillor and Mayor Remuneration
'That Local Government NSW advocate for a review of the remuneration framework for Councillors and Mayors to ensure remuneration levels reflect the increasing complexity, workload, and community expectations placed upon elected members.'

2. Financial Assistance Grants
'That Local Government NSW advocate to the Australian Government to restore Financial

Assistance Grants to at least 1% of Commonwealth taxation revenue, in recognition of cost-shifting to local government and increasing community infrastructure and service demands.'

3. Planning Authority and Court Costs
'That Local Government NSW lobby the NSW Government to review current planning legislation so that where development applications are determined by State Significant or Regional Planning Panels, responsibility for subsequent legal challenges in the Land and Environment Court rests with the determining authority, rather than local councils being required to fund and defend these decisions.'

4. Threshold for State Significant Development
'That Local Government NSW advocate for a review of the $5 million capital investment value threshold for State Significant Development, to ensure the threshold reflects current economic conditions and construction costs.'

RISK AND IMPLICATIONS

6.1 Legislative and Policy

Nil

6.2 Financial

Nil

6.3 Community Engagement/Consultation

Nil

6.4 Work Health and Safety

Nil

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

Attachment 1 - 2025_Conference_Motions_Submission_Guide

LOCAL GOVERNMENT NSW

LGNSW 2025 Annual Conference Motion Submission Guide

ONE VOICE FOR COUNCILS

LGNSW.ORG.AU

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MOTION SUBMISSION GUIDE

1. Introduction

Each year, Local Government NSW (LGNSW) members submit a range of motions to the LGNSW Annual Conference. These motions relate to strategic local government issues which affect members state-wide and introduce new or emerging policy issues. They are debated and resolved by Conference delegates, with successful resolutions establishing LGNSW's policy positions and guiding LGNSW's advocacy priorities for the year ahead.

All LGNSW member councils are invited to submit motions to the Annual Conference, with the following guide outlining the motion development and submission process.

2. Deadlines

- Motion submission will open on **Tuesday 1 July 2025**
- Members are encouraged to submit motions online as early as possible before **Tuesday 30 September 2025**, to allow assessment of the motions and distribution of the Business Paper before the Conference.
- Under the LGNSW Rules, the latest date motions can be accepted for inclusion in the Business Paper is **12 midnight (AEDT) on Sunday 26 October 2025** (28 days prior to Conference).

3. Criteria for motion submission 2025

Members are encouraged to be mindful that each Annual Conference can only reasonably consider and debate around 100 motions in the available time. With the number of LGNSW members including councils and related entities (such as ROCs and JOs), LGNSW requests that members only submit motions that relate to their highest priorities.

The LGNSW Board has resolved that motions will be included in the Business Paper for the Conference only where they fit in with the following criteria.

Criteria for motions
To be included in the Business Paper, motions must:

1. **Be consistent with the objects of the LGNSW Rules (Rule 4)**
2. **Demonstrate that the issue concerns or is likely to concern a substantial number of local governments in NSW**
3. **Seek to establish or change a policy position of LGNSW and/or improve governance of the association** (noting that the LGNSW Board is responsible for any decisions around resourcing and campaigns or operational activities, and any necessary resource allocations will be subject to the LGNSW budgetary process)
4. **Be strategic**
5. **Be concise, clearly worded and unambiguous**
6. **Not be focussed on just a small specific part of NSW**
7. **Not encourage violation of prevailing laws**
8. **Not seek to advantage one or several members at the expense of other members.**

Motions of a similar objective:

9. **May be consolidated by LGNSW as a single item.**

Motions reflecting existing LGNSW policy:

10. **Remain part of LGNSW's Policy Platform but will not be included for debate as they have already been considered by Conference.**

Before submitting motions for this year's Annual Conference, members are encouraged to the LGNSW Policy Platform to ensure the proposed motion wording does not reflect existing policy positions.

4. How to write a motion

Motions adopted at Conferences establish LGNSW policy positions and inform LGNSW's advocacy actions on behalf of the local government sector. LGNSW includes the exact wording of motions when writing to ministers, departments and agencies post-conference, so it is important that the wording of motions clearly outlines your council's policy intent or objective.

The format of motions, as much as possible, should call on a specific body (e.g. LGNSW, state government, federal government, a specific department or minister) and have a specific outcome that the motion is aiming to achieve. The wording should be unambiguous.

Examples of clearly-worded Annual Conference motions:

Local government representation on National Cabinet
That Local Government NSW lobbies the Australian Government for permanent local government representation on the National Cabinet.

Natural disaster funding, day labour
That LGNSW requests the Australian and NSW governments reinstate the claimable expense for the use of council staff during their normal working hours to attend to natural disaster relief and recovery funded works and reverse the present policy that effectively requires the mandatory use of contractors for recovery works.

Remuneration for assessment of State Significant Development
That Local Government NSW calls on the Department of Planning to remunerate councils for the time staff provide to review State Significant Development applications.

Short term rental accommodation
That Local Government NSW calls on the NSW Government to complete its review of the options in regard to short-term rental accommodation and provide a range of

'model' options for councils to consider ensuring flexible and improved opportunities to improve the management and regulation of this land use in their local areas.

Skills shortages
That Local Government NSW:

1. calls on the NSW and Federal Governments to provide incentives to address critical sector skills shortages effecting private and public investment, primarily in the fields of planning, engineering and building certification with these incentives to be in the form of scholarships, co-funding cadetships and reduced university course costs.
2. encourages all NSW to provide cadetship programs to build sector capacity in areas of critical sector skill shortages.

For more examples see Business Papers from past Conferences on the LGNSW website.

5. Demonstrating evidence of council support for motion

The member submitting the motion must provide accompanying evidence of support for the motion. Such evidence takes the form of an attachment note or extract from the minutes of the council meeting, at which the member council resolved to submit the motion for consideration by the Conference. In the absence of a council meeting, the evidence should be a letter signed by both the Mayor and General Manager.

6. How to submit a motion

LGNSW members are invited to submit motions through an online portal from **Tuesday 1 July 2025**.

Attachment A provides detailed instructions on how to submit motions via the online portal.

7. How LGNSW manages incoming motions

The LGNSW Board delegates the function of managing incoming motions for the Conference to a motions committee. The Chief Executive will refer motions to the committee and the committee will assess whether each motion meets or does not meet the Board-endorsed criteria. This assessment forms the final decision on which motions are included in the Conference Business Paper.

Prior to the committee making a final decision, LGNSW may contact the council that submitted the motion to seek clarity on its intent or wording.

Incoming motions which seek to change any long-held Fundamental Principles (Part A of the Policy Platform), will be highlighted in the Business Paper for members' information at time of voting.

Motions which are consistent with existing LGNSW positions or current LGNSW actions, or that are operational and can be actioned without a Conference resolution, may still be printed in the Business Paper but will not be debated at the Conference.

8. Late motions

Late items are only to be included in the Business paper addendum if, in addition to the above criteria, the late items relate to highly urgent matters that have arisen after the deadline for the motion submission has passed.

In considering whether a late item relates to a highly urgent matter, the Board Motions Committee is to have regard to:

(a) whether the late item has arisen after the deadline for motions has passed, and

(b) whether the urgency of the matter justifies it being presented to voting delegates with short notice and limited opportunity to review and consider before they are required to vote on the motion.

9. What happens to motions at the LGNSW Annual Conference

Standing orders are outlined at the front of the Business Paper and adopted at the commencement of each Conference. They outline the manner in which the Conference deals with motions. The standing orders adopted at past conferences can be found in the business papers from previous conferences on the LGNSW website.

During debate on motions at Conference, the standing orders generally permit voting delegates to speak in support of or against each motion. Following a vote on a motion, the motion is either carried and becomes a resolution of the Conference, or it is defeated.

10. Post-conference: Updates to the LGNSW Policy Platform

LGNSW's Policy Platform consolidates the voices of councils across NSW, reflecting the collective positions of local government on issues of importance to the sector. Importantly, the Policy Platform guides LGNSW in its advocacy on behalf of the local government sector.

The Policy Platform consists of two parts: LGNSW's Fundamental Principles, and the more targeted Position Statements.

- **Fundamental Principles** are the enduring and overarching principles that direct LGNSW's response to broad matters of importance to the local government sector. These Fundamental Principles are endorsed (or amended) by LGNSW members at Annual Conferences.

- **Position Statements** contain LGNSW's more detailed positions on specific issues and guide LGNSW's work on, and response to, policy issues of the day. Position Statements are subordinate to LGNSW's Fundamental Principles but are more agile and are targeted at specific policy issues as they arise.

Changing Fundamental Principles
Where a motion conflicts or may conflict with a Fundamental Principle, this will be clearly highlighted for delegates in the Conference Business Paper. If the motion is adopted as a resolution at Conference, then the relevant Fundamental Principle will be changed.

It is expected that changes to the Fundamental Principles will be uncommon, given their broad focus and general acceptance among the local government sector.

Changing Position Statements
Following each Conference, LGNSW will review resolutions of that Conference to determine whether the intent of each resolution is adequately covered by existing Position Statements. Where the Position Statements do not adequately include the intent of a resolution, LGNSW will update an existing Position Statement or draft a new Position Statement for inclusion in the LGNSW Policy Platform.

LGNSW members will be informed of updates to the LGNSW Policy Platform.

11. Post-conference: Determining LGNSW Advocacy Priorities

Following the LGNSW Annual Conference, LGNSW will review the resolutions and identify key areas of focus to guide LGNSW's advocacy. These areas of focus are also informed by member feedback, the LGNSW strategic plan, position statements, emerging issues, and Board input.

LGNSW's Advocacy Priorities for the following year are then submitted for endorsement by the LGNSW Board.

As LGNSW undertakes advocacy actions on each of the Conference resolutions throughout the year, these actions and their outcomes will be reported to members.

12. Further information

For further information on the motion submission process, please contact LGNSW at policy@lgnsw.org.au.

13. Frequently Asked Questions

How do I know if my proposed motion is consistent with existing LGNSW policy positions?

The subject matter expert within your council may be best placed to identify this (for example, if the motion relates to a planning matter, this question could be answered by the Planning Manager). Subject matter experts are encouraged to review LGNSW's Policy Platform to gain an understanding of LGNSW's position on a particular matter to help identify whether your proposed motion is consistent.

What is the deadline for submitting motions?

Members are encouraged to submit motions as soon as possible to allow assessment of the motions and distribution of the Business Paper before the Conference. However, in

line with the LGNSW Rules, the latest date motions can be accepted for inclusion in the Conference Business Paper is **12 midnight AEST on Sunday 26 October 2025** (28 days prior to Conference).

LGNSW can receive more than 300 motions for an Annual Conference. Submitting motions as early as possible helps LGNSW to manage the large volume of motions received within a short period of time and allows LGNSW to seek clarification on any motions if required.

However, the LGNSW Rules allow councils to submit motions with less than 28 days' notice and the LGNSW Board may, in some circumstances, allow these to be considered at Conference as a **late item** (but not included in the Business Paper).

I'm unsure which motion category or sub-category I should select in the online portal

If you are unsure, just select the category you think best fits. LGNSW can re-categorise the motion if necessary.

Who should be the council contact for motions?

We recommend the council contact is someone who is available during the months that motions are open, and able to respond promptly to communications between your council and LGNSW. Some councils have identified the General Manager and others have identified a Governance Manager – it is a decision for each council.

How can I amend my council's motion that I've already submitted?

Once a motion has been submitted it cannot be edited without contacting LGNSW so please review the content carefully before submission. If you need to edit a submitted motion, please contact LGNSW at policy@lgnsw.org.au. You may need to provide evidence of support for the change (see section 5).

ATTACHMENT A - STEP BY STEP GUIDE TO LODGING MOTIONS IN THE ONLINE PORTAL

This section provides step-by-step instructions to assist council staff in lodging a motion via our online portal Survey Monkey Apply.

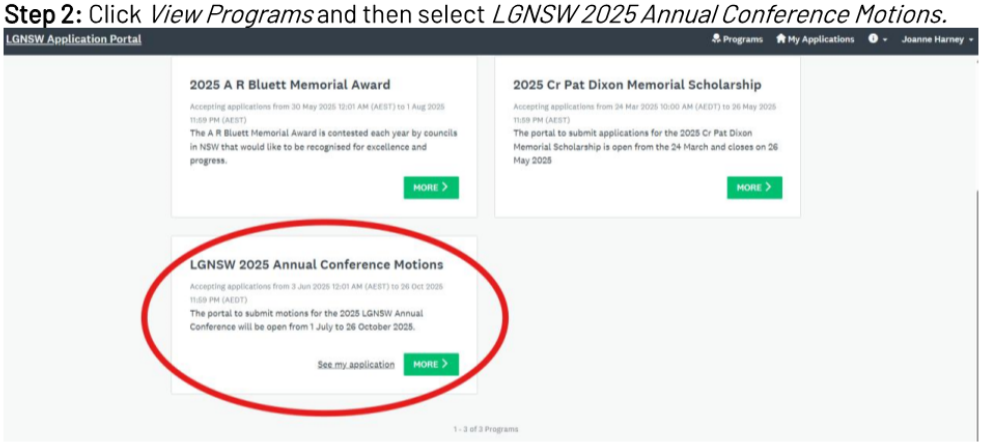
- Member councils are invited to submit motions for the LGNSW Annual Conference via Survey Monkey Apply **from Tuesday 1 July 2025**.
- Under LGNSW Rules, the latest date motions can be accepted for inclusion in the Business Paper is **12 midnight (AEDT) on Sunday 26 October 2025** (28 days prior to Conference).
- Once a motion has been submitted it cannot be edited without contacting LGNSW, so please review the content carefully before submission.

For further assistance contact LGNSW at policy@lgnsw.org.au

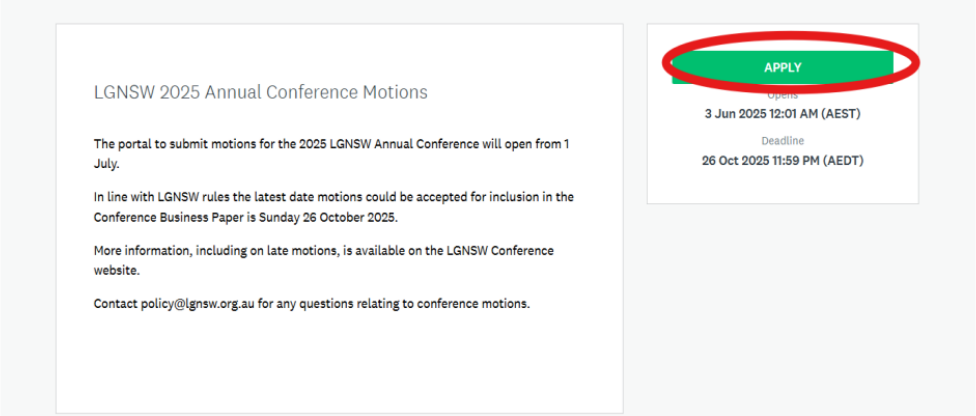
Step 1: Log into LGNSW's online portal using the same password you use to access the LGNSW member website. If you don't know your password, click "forgot password" to reset your password.

Note: you will need to register if you are logging in for the first time.

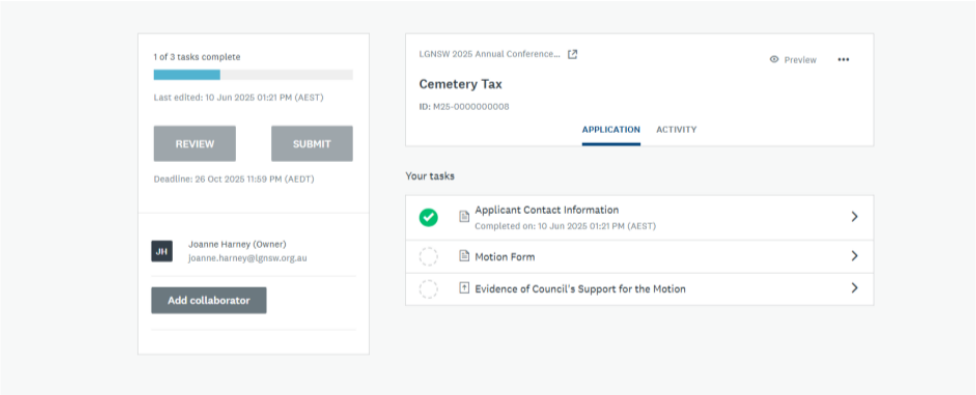
Step 2: Click *View Programs* and then select *LGNSW 2025 Annual Conference Motions.*



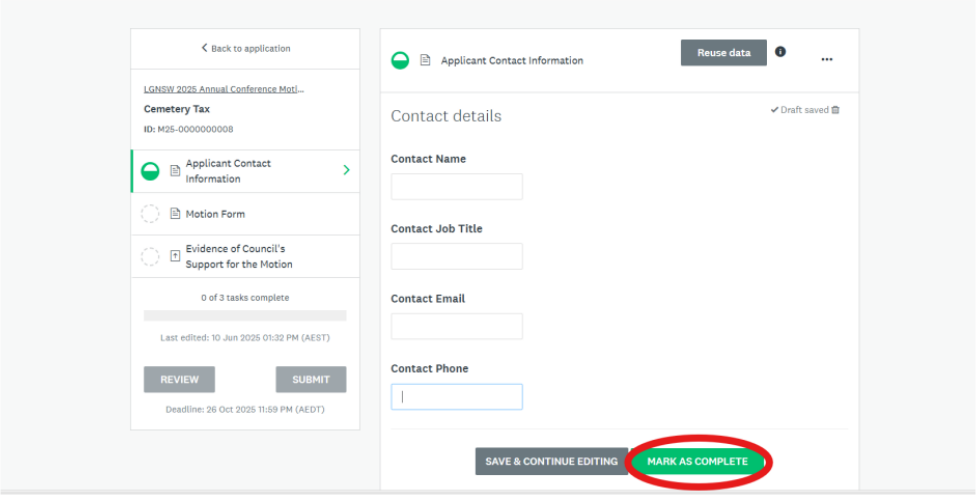
Step 3: Click APPLY.



Step 4: Add your motion title (a few words). You will then be taken to the landing page which will show three tasks to complete:



Step 5: Click on 'Applicant Contact Information' to add the contact information. This should be the relevant officer within your council who can respond to any questions from LGNSW about the motion promptly. Click MARK AS COMPLETE once finished.

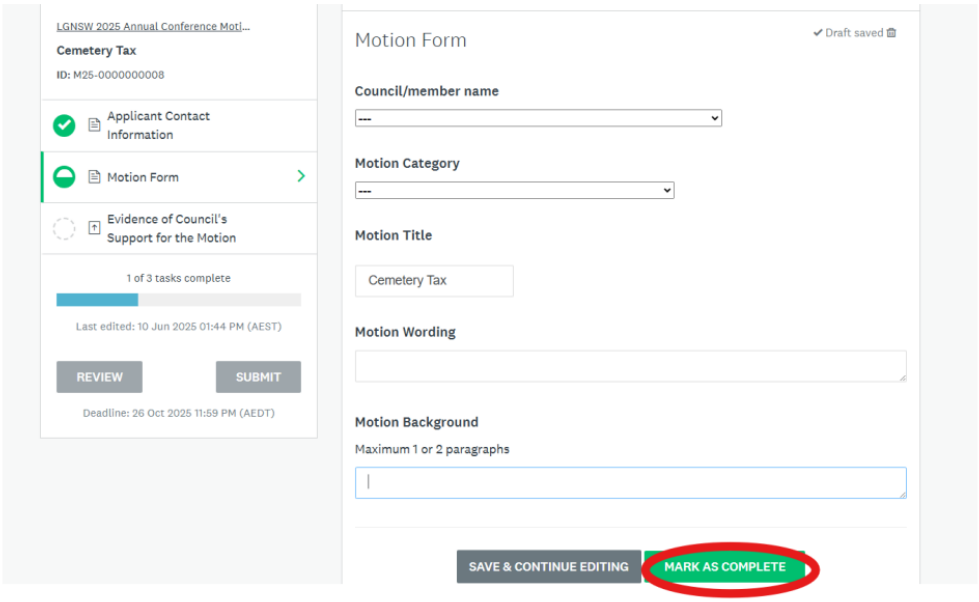


Step 6: Click 'Motion Form' to add the motion details.

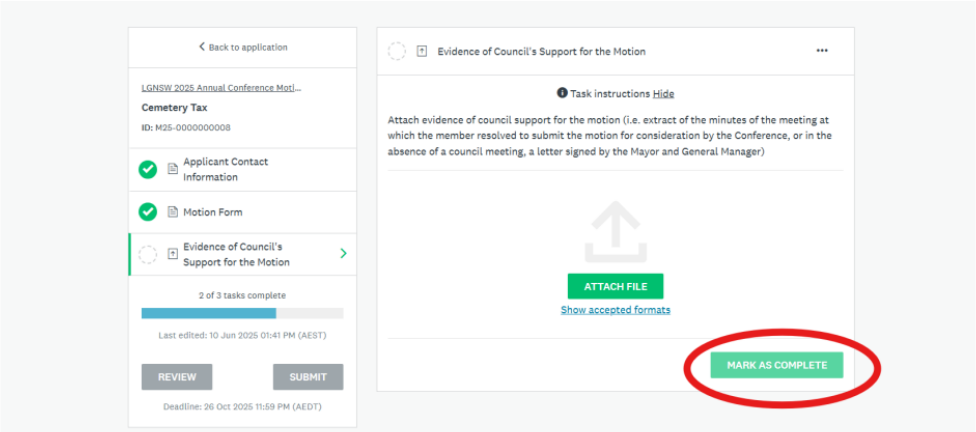
Motion category and sub-category assists with categorising motions and grouping related motions in the Conference Business Paper.

Motion wording should include a sentence or two which includes the call to action.

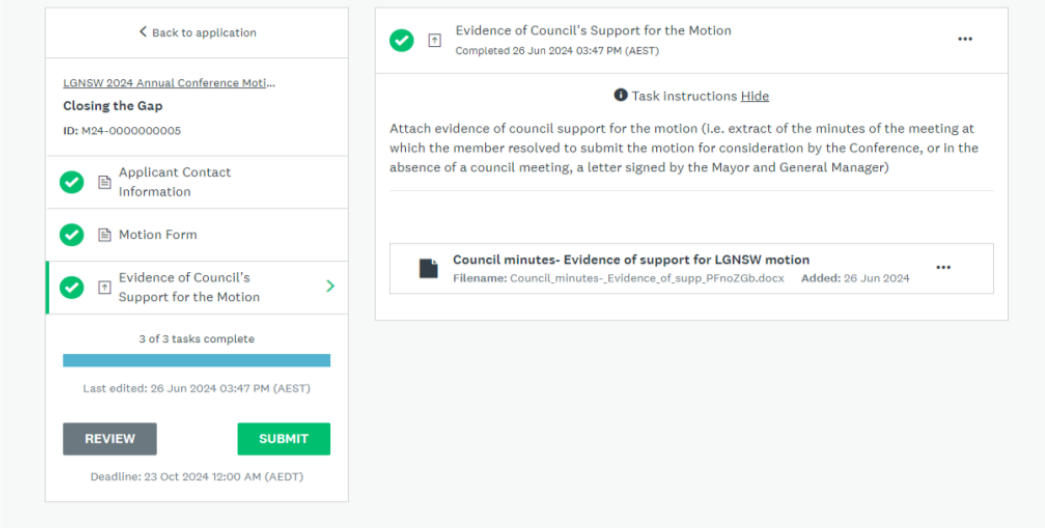
Background note should provide a paragraph or two to explain the context and importance of the issue to the local government sector.
Click MARK AS COMPLETE once finished.



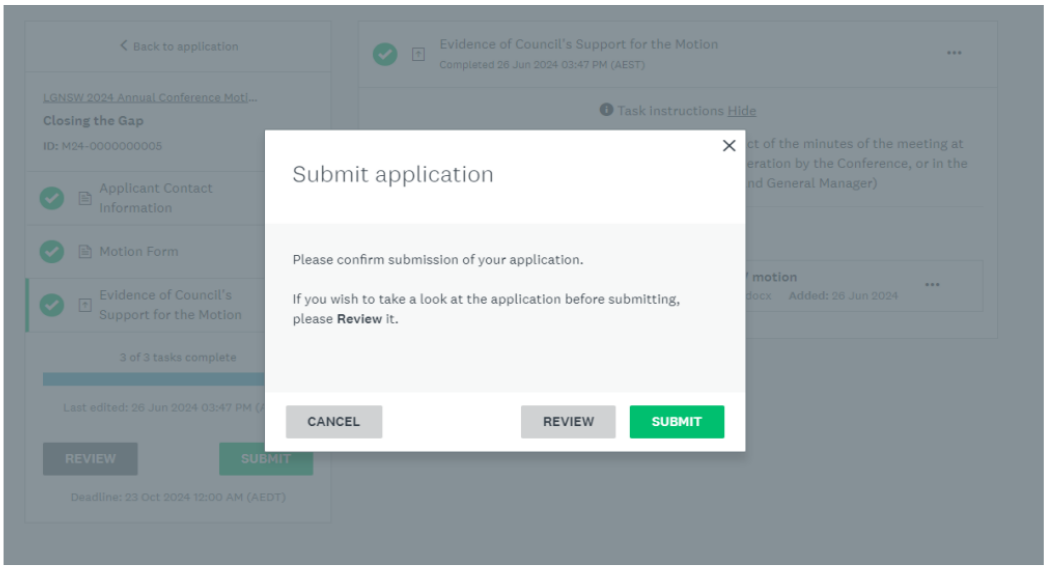
Step 7: Click 'Evidence of Council's Support for the Motion' and attach the relevant file. This will usually be an extract of council meeting minutes. Click MARK AS COMPLETE once finished.



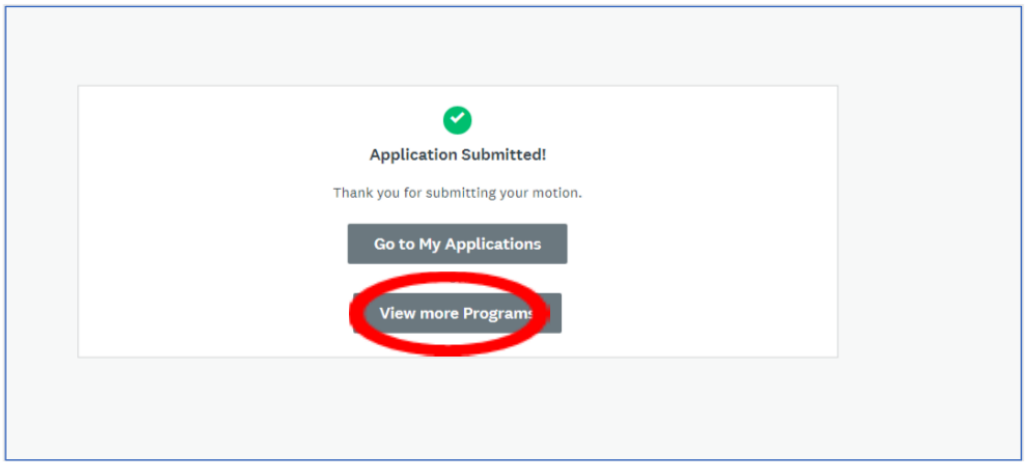
Step 8: Once you have completed all tasks (a green tick is displayed next to each task), click SUBMIT.



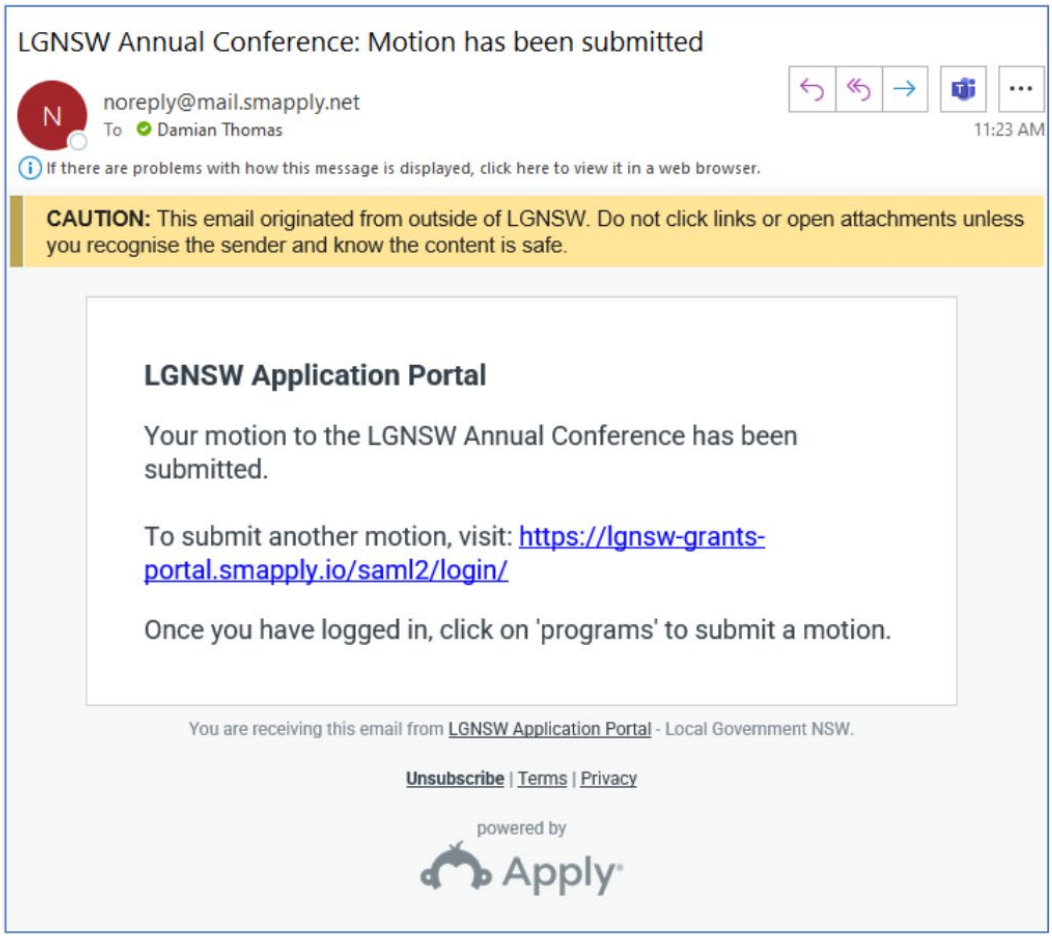
Step 9: You will be asked to confirm submission of the motion. There is an option to review the motion before submitting. When you are ready, click SUBMIT.



Step 10: If you are submitting multiple motions, click 'View more Programs'. This will take you back to the landing page to submit more motions.



Step 11: An automated confirmation email will be sent to the email address listed in the 'Applicant Contact Information' section.



11.3. 2024-25 DRAFT FINANCIAL STATEMENTS

Author: Finance Manager

Authoriser: Director Corporate Services

RECOMMENDATION

That Council:

1. Recommend that the Draft Financial Statements as tabled for the financial year ending 30 June 2025 be referred for audit in accordance with Section 413(1) of the Local Government Act 1993.
2. Approve the signing of the 'Statement by Councillors and Management' in accordance with Section 413(2)(c) of the Local Government Act 1993 and Clause 215 of the Local Government (General) Regulation 2021 in relation to the Financial Statements 2024-25
3. Note that the Audited Financial Statements will also be provided to ARIC in September.

COMMUNITY STRATEGIC PLAN

5. Leadership: Accountable Civic Leaders

5.6 Good Corporate Governance

BACKGROUND

The purpose of this report is to seek approval to refer the 2024-2025 Draft Financial Statements to the Audit Office of NSW for auditing purposes. The audited Financial Statements will be brought back to Council for adoption at the November Council Meeting.

Section 413(2) of the Act requires the Council to form an opinion as to whether the Council's Financial Statements reflect a true and fair position and that they have been drawn up in accordance with the Local Government Act and associated codes and standards. Statements to this effect have been prepared and will be presented for signature.

Council's financial statements for the financial year must be prepared and audited within four months after the end of the financial year concerned as per section 416(1) of the Act.

The statutory process that must be followed is:

1. The financial statements must include statements made by resolution of the Council and signed by the Mayor and at least one other Councillor as well as the General Manager/CEO and the Responsible Accounting Officer.
2. The financial statements must then be referred to the Council's Auditors and, once audited, they must be included in the Council's Annual Report.
3. Copies of the audited financial statements must be forwarded to the Office of Local Government by 31 October 2025.
4. As soon as practicable after Council receives a copy of the Auditor's report, the statements must be placed on public exhibition and notice given of a meeting at which Council proposes to present its audited financial statements together with the Auditor's report. (Section 418 of the Act).

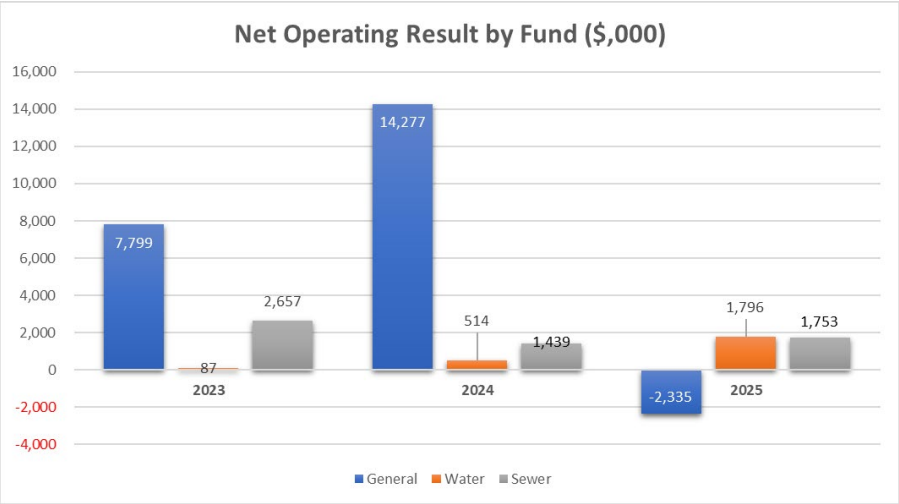
PROPOSAL/DISCUSSION

The 2024-25 financial year produced a positive operating result with a $1.2m surplus inclusive of capital grants, compared to a $16.2m surplus in 2024 and $10.5m surplus in 2023. The decrease is largely related to operating grants received for previous flooding events. There was also a reduction in the advance payment of the financial assistance grant compared to previous years with Council only receiving 50% compared to 85% in 2024 (difference of $2.4m).

Operating expenditure has fluctuated over the last three years due to flood damage works within the region. Excluding Emergency Management costs the main increase is the contract for waste with this being the first year of the 3-bin system in place. Depreciation has decreased for 2024-25, mainly in the roads asset class. This is a flow on effect from the comprehensive revaluation that was conducted in the previous financial year.

The graphs below show overall net operating results for Council as a whole and by individual fund:





Performance Against Budget

Income from operating activities slightly exceeded budget expectations, with a favourable amount above budget of $326k. Employee expenses has exceeded budget by 4% with more staff time being allocated to maintenance works than capital compared to previous years. Materials & Services exceeded the original budget as anticipated expenditure from the ongoing flood damage repair was covered by the remaining budget carried over from the previous year. Depreciation had a favourable reduction of 4% due to the comprehensive revaluation of the road assets. Other Expenses had a

slight increase to contributions for the NSW emergency services levy and donations compared to budget.

Balance Sheet and Liquidity Position

Council has a strong Balance Sheet position; net assets increased by $16m from $533m in 2023-24 to $549m in 2024-25. This increase is mainly due to asset acquisitions, revaluations, and indexation of Infrastructure, Property, Plant and Equipment (IPPE.) The largest class of assets on Council's Balance Sheet as at 30 June 2025 was Roads, which constituted 30% of net assets.

Council also maintained a strong liquidity position during the year. As at 30 June 2025 Council held $41.2m in cash and investments representing a decrease of $1.5m over the previous year ($42.7.m). Of this amount, $6.2m was unrestricted ($7.3m in 2023-24), $23.6m had external restrictions ($20.1m in 2023-24) and $11.4m had internal allocations ($15.3m in 2023-24). Council can be confident that it can meet its payment obligations as and when they fall due.

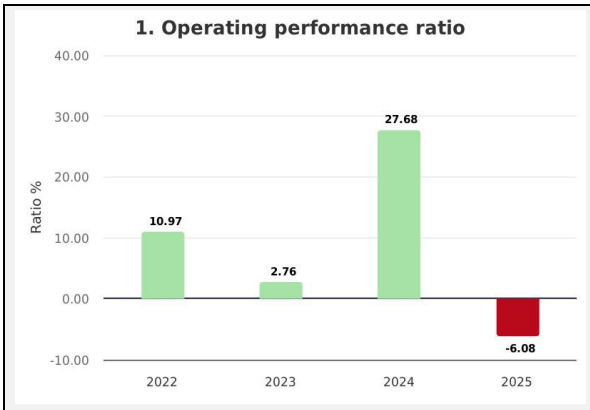
Asset Values

A full revaluation was conducted during the year on the following asset classes: Buildings, Open Space & Recreation and Land Improvements - Depreciable. Council's Water and Sewerage infrastructure was indexed at 2.5% as per the Department of Primary Industries. Overall this resulted in an increase to the abovementioned asset classes of $14.5m. This is disclosed as a $14.5m Gain on revaluation of infrastructure, property, plant and equipment (IPPE) in the Statement of Comprehensive Income and Note C1-6 of the GPFS. Refer to Note C1-6 for details of all other asset movements for the year.

Performance ratios

The following ratios have been derived from the financial assessments undertaken by NSW Treasury Corporation on all NSW Councils in 2012 and were used to track Council's performance against the industry benchmarks set until the 2023-24 financial year. For the 2024-25 financial year the Office of Local Government (OLG) have removed the ratios from the financial statements as per the OLG Code of Accounting Practice and Financial Reporting guidelines while they are under review.

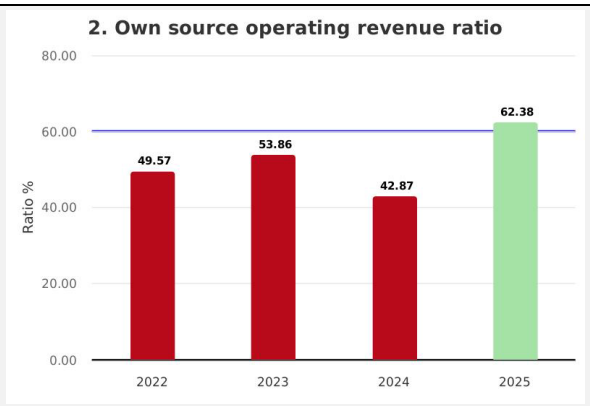
Council improved in all but one of the disclosed ratios for 2025. Own source operating revenue ratio (62.38%), Unrestricted current ratio (5.37%), Rates and annual charges outstanding percentage (6.03%) and Cash expense cover ratio (18.51 months) are performing well against the benchmarks. The exception was the Operating performance ratio which measures Council's achievement of containing operating expenditure within operating revenue. There was a significant decrease from 27.68% in 2023-24 to -6.08% in 2024-25. This change reflects the disaster recovery funding Council has been receiving over the last few financial years, this ratio is also impacted by the reduction in the advanced payment of the Financial Assistance Grant from 85% to 50%.



Benchmark:---Minimum> 0.00%

This ratio measures Council's achievement of containing

operating expenditure within operating revenue.

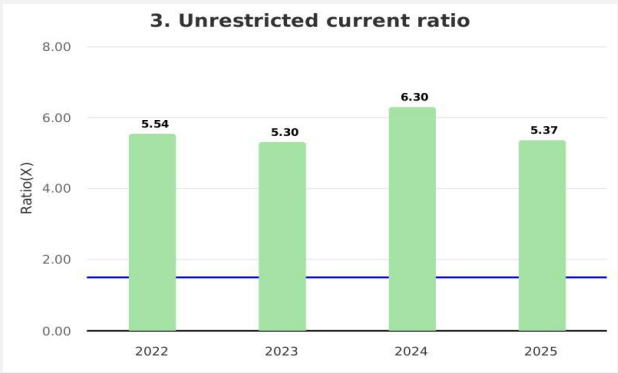


Benchmark:---Minimum> 60.00%

This ratio measures fiscal flexibility. It is the degree of

reliance on external funding sources such as operating

grants and contributions.

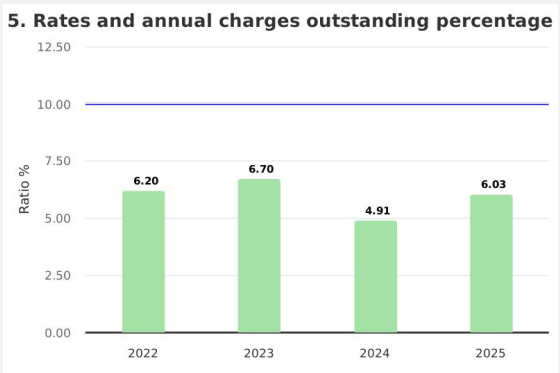


Benchmark:---Minimum> 1.50x

The purpose of this ratio is to assess the adequacy of working

capital and its ability to satisfy obligations in the short term for

the unrestricted activities of Council.

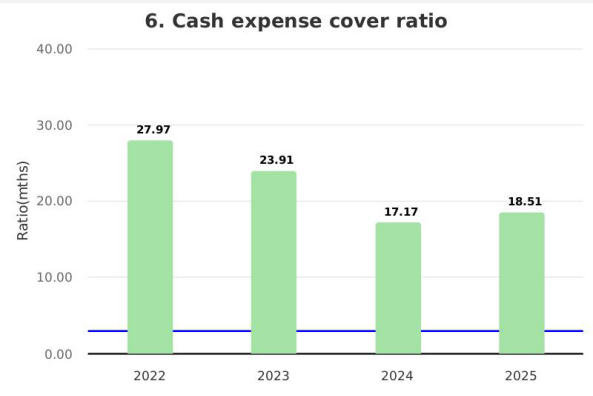


Benchmark:---Maximum <10.00% Rural

The purpose of this ratio is to assess the impact of uncollected

rates and annual charges on Council's liquidity and the

adequacy of recovery efforts.



Benchmark:---Minimum> 3.00 months

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

Local Government Act 1993

Local Government (General) Regulation 2021

6.2 Financial

Is this currently budgeted? *no.*

6.3 Community Engagement/Consultation

N/A

6.4 Work Health and Safety

N/A

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

ATTACHMENT 1 - DRAFT_Annual_Financial_Statements-GPFS-2025

ATTACHMENT 2 - DRAFT_Annual_Financial_Statements-SPFS-2025

Attachment 1 - DRAFT_Annual_Financial_Statements-GPFS-2025

Edward River Council

GENERAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2025

Edward River Council

General Purpose Financial Statements

for the year ended 30 June 2025

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Overview

Edward River Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

180 Cressy Street
Deniliquin NSW 2710

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note B1-2.

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: www.edwardriver.nsw.gov.au.

Edward River Council

General Purpose Financial Statements
for the year ended 30 June 2025

Understanding Council's Financial Statements

Introduction

Each year NSW local governments are required to present audited financial statements to their council and community.

What you will find in the Statements

The financial statements set out the financial performance, financial position and cash flows of Council for the financial year ended 30 June 2025.

The format of the financial statements is standard across all NSW Councils and complies with both the accounting and reporting requirements of Australian Accounting Standards and requirements as set down by the Office of Local Government.

About the Councillor/Management Statement

The financial statements must be certified by senior staff as 'presenting fairly' the Council's financial results for the year and are required to be adopted by Council – ensuring both responsibility for and ownership of the financial statements.

About the Primary Financial Statements

The financial statements incorporate five "primary" financial statements:

1. The Income Statement
Summarises Council's financial performance for the year, listing all income and expenses. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

2. The Statement of Comprehensive Income
Primarily records changes in the fair value of Council's Infrastructure, property, plant and equipment.

3. The Statement of Financial Position
A 30 June snapshot of Council's financial position indicating its assets, liabilities and "net wealth".

4. The Statement of Changes in Equity
The overall change for the year (in dollars) of Council's "net wealth".

5. The Statement of Cash Flows
Indicates where Council's cash came from and where it was spent. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

About the Notes to the Financial Statements

The Notes to the Financial Statements provide greater detail and additional information on the five primary financial statements.

About the Auditor's Reports

Council's financial statements are required to be audited by the NSW Audit Office.

In NSW the auditor provides 2 audit reports:

1. an opinion on whether the financial statements present fairly the Council's financial performance and position, and
2. their observations on the conduct of the audit, including commentary on the Council's financial performance and financial position.

Who uses the Financial Statements?

The financial statements are publicly available documents and must be presented at a Council meeting between seven days and five weeks after the date of the audit report.

The public can make submissions to Council up to seven days subsequent to the public presentation of the financial statements.

Council is required to forward an audited set of financial statements to the Office of Local Government.

Edward River Council

General Purpose Financial Statements

for the year ended 30 June 2025

Statement by Councillors and Management made pursuant to Section 413(2)(c) of the Local Government Act 1993 (NSW) (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- the *Local Government Act 1993* (NSW) (as amended) and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the *Local Government Code of Accounting Practice and Financial Reporting.*

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 16 September 2025.

Ashley Hall
Mayor
16 September 2025

Kellie Crossley
Deputy Mayor
16 September 2025

Jack Bond
General Manager
16 September 2025

David Mead
Responsible Accounting Officer
16 September 2025

Edward River Council

Income Statement

for the year ended 30 June 2025

Original unaudited budget 2025 $ '000		Notes	Actual 2025 $ '000	Actual 2024 $ '000
	Income from continuing operations			
16,234	Rates and annual charges	B2-1	**15,970**	14,845
4,534	User charges and fees	B2-2	**5,217**	5,560
594	Other revenues	B2-3	**726**	800
10,560	Grants and contributions provided for operating purposes	B2-4	**11,225**	25,188
4,120	Grants and contributions provided for capital purposes	B2-4	**3,196**	5,411
1,653	Interest and investment income	B2-5	**1,996**	1,753
480	Net gain from the disposal of assets	B4-1	**171**	–
38,175	**Total income from continuing operations**		**38,501**	53,557
	Expenses from continuing operations			
12,303	Employee benefits and on-costs	B3-1	**12,853**	11,597
10,011	Materials and services	B3-2	**13,114**	11,558
624	Other expenses	B3-4	**688**	539
–	Net loss from the disposal of assets	B4-1	**–**	227
22,938	**Total expenses from continuing operations excluding depreciation, amortisation and impairment of non-financial assets**		**26,655**	23,921
15,237	**Operating result from continuing operations excluding depreciation, amortisation and impairment of non-financial assets**		**11,846**	29,636
11,116	Depreciation, amortisation and impairment of non-financial assets	B3-3	**10,632**	13,406
4,121	Net operating result for the year attributable to Council		**1,214**	16,230
1	**Net operating result for the year before grants and contributions provided for capital purposes**		**(1,982)**	10,819

The above Income Statement should be read in conjunction with the accompanying notes.

Edward River Council

Statement of Comprehensive Income

for the year ended 30 June 2025

	Notes	2025 $ '000	2024 $ '000
Net operating result for the year – from Income Statement		**1,214**	16,230
Other comprehensive income:			
Amounts which will not be reclassified subsequent to operating result			
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-6	**14,456**	(22,811)
Impairment (loss) reversal / (revaluation decrement) relating to infrastructure, property, plant and equipment	C1-6	**–**	3,216
Total comprehensive income for the year attributable to Council		**15,670**	(3,365)

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Edward River Council

Statement of Financial Position

as at 30 June 2025

	Notes	2025 $ '000	2024 $ '000
ASSETS			
Current assets			
Cash and cash equivalents	C1-1	**10,241**	12,740
Investments	C1-2	**27,000**	24,000
Receivables	C1-4	**4,167**	7,395
Other	C1-8	**224**	190
Total current assets		**41,632**	44,325
Non-current assets			
Investments	C1-2	**4,000**	6,000
Infrastructure, property, plant and equipment (IPPE)	C1-6	**517,034**	495,816
Intangible assets	C1-7	**431**	747
Total non-current assets		**521,465**	502,563
Total assets		**563,097**	546,888
LIABILITIES			
Current liabilities			
Payables	C2-1	**3,198**	3,695
Contract liabilities	C2-2	**815**	2,553
Employee benefit provisions	C2-3	**2,897**	2,935
Provisions	C2-4	**–**	261
Total current liabilities		**6,910**	9,444
Non-current liabilities			
Payables	C2-1	**52**	52
Employee benefit provisions	C2-3	**82**	78
Provisions	C2-4	**6,976**	3,907
Total non-current liabilities		**7,110**	4,037
Total liabilities		**14,020**	13,481
Net assets		**549,077**	533,407
EQUITY			
Accumulated surplus		**482,171**	480,957
IPPE revaluation surplus	C3-1	**66,906**	52,450
Total equity		**549,077**	533,407

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

Edward River Council

Statement of Changes in Equity

for the year ended 30 June 2025

	Notes	2025 Accumulated surplus $ '000	2025 IPPE revaluation surplus $ '000	2025 Total equity $ '000	2024 Accumulated surplus $ '000	2024 IPPE revaluation surplus $ '000	2024 Total equity $ '000
Opening balance at 1 July		**480,957**	**52,450**	**533,407**	464,727	72,045	536,772
Opening balance		**480,957**	**52,450**	**533,407**	464,727	72,045	536,772
Net operating result for the year		**1,214**	**–**	**1,214**	16,230	–	16,230
Net operating result for the year		**1,214**	**–**	**1,214**	16,230	–	16,230
Other comprehensive income							
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-6	**–**	**14,456**	**14,456**	–	(22,811)	(22,811)
Impairment (loss) reversal / (revaluation decrement) relating to infrastructure, property, plant and equipment	C1-6	**–**	**–**	**–**	–	3,216	3,216
Other comprehensive income		**–**	**14,456**	**14,456**	–	(19,595)	(19,595)
Total comprehensive income		**1,214**	**14,456**	**15,670**	16,230	(19,595)	(3,365)
Closing balance at 30 June		**482,171**	**66,906**	**549,077**	480,957	52,450	533,407

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Edward River Council

Statement of Cash Flows

for the year ended 30 June 2025

Original unaudited budget 2025 $ '000		Notes	Actual 2025 $ '000	Actual 2024 $ '000
	Cash flows from operating activities			
	Receipts:			
16,141	Rates and annual charges		**15,705**	14,984
5,795	User charges and fees		**5,390**	5,049
2,007	Interest received		**1,957**	1,495
30,986	Grants and contributions		**12,706**	27,608
2,910	Bonds, deposits and retentions received		**554**	–
3,312	Other		**6,647**	1,471
	Payments:			
(12,155)	Payments to employees		**(12,884)**	(11,813)
(17,868)	Payments for materials and services		**(15,286)**	(18,032)
–	Bonds, deposits and retentions refunded		**–**	(28)
(10)	Other		**1,436**	–
31,118	**Net cash flows from operating activities**	G1-1	**16,225**	20,734
	Cash flows from investing activities			
	Receipts:			
1,475	Redemption of term deposits		**–**	12,005
980	Proceeds from sale of IPPE		**199**	89
	Payments:			
(1,032)	Acquisition of term deposits		**(1,000)**	–
(18,776)	Payments for IPPE		**(17,923)**	(29,308)
–	Purchase of intangible assets		**–**	(57)
(17,353)	**Net cash flows from (or used in) investing activities**		**(18,724)**	(17,271)
13,765	**Net change in cash and cash equivalents**		**(2,499)**	3,463
12,740	Cash and cash equivalents at beginning of year		**12,740**	9,277
26,505	Cash and cash equivalents at end of year	C1-1	**10,241**	12,740
29,557	plus: Investments on hand at end of year	C1-2	**31,000**	30,000
56,062	Total cash, cash equivalents and investments		**41,241**	42,740

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

Edward River Council

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A About Council and these financial statements

A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 16 September 2025. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the OLG directs Council to amend the financial statements.

The material accounting policy information related to these consolidated financial statements are set out below. Accounting policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993* (Act) and *Local Government (General) Regulation 2021* (Regulation), and the Local Government Code of Accounting Practice and Financial Reporting. Council is a not for-profit entity. The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

Historical cost convention

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain financial assets and liabilities and certain classes of infrastructure, property, plant and equipment.

Significant accounting estimates and judgements

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

Council makes estimates and assumptions concerning the future.

The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

(i) estimated fair values of infrastructure, property, plant and equipment – refer Note C1-6
(ii) estimated tip remediation provisions – refer Note C2-4
(iii) employee benefit provisions – refer Note C2-3

Significant judgements in applying the Council's accounting policies

(i) Impairment of receivables - refer Note C1-4

Council has made a significant judgement about the impairment of a number of its receivables – refer Note C1-4

(ii) Determination of whether performance obligations are sufficiently specific and whether the contract is within the scope of AASB 15 *Revenue from Contracts and / or AASB 1058 Income of Not-for-Profit Entities* - Refer to Notes B2-2 to B2-4

(a) Monies and other assets received by Council

(i) The Consolidated Fund

In accordance with the provisions of Section 409(1) of the *Local Government Act 1993 (NSW)*, all money and property received by Council is held in the Council's Consolidated Fund unless it is required to be held in the Council's Trust Fund.

Cash and other assets of the following entities have been included as part of the Consolidated Fund:

- General purpose operations
- Sewerage and water services
- Conargo Recreation Hall Committee

(ii) The Trust Fund

In accordance with the provisions of Section 411 of the *Local Government Act 1993 (NSW)* (as amended), a separate and distinct Trust Fund is maintained to account for all money and property received by the council in trust which must be applied only for the purposes of, or in accordance with, the trusts relating to those monies.

continued on next page ...

A1-1 Basis of preparation (continued)

(b) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the taxation authority. In this case it is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the Statement of Financial Position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities that are recoverable from, or payable to, the taxation authority, are presented as operating cash flows.

Volunteer services

Council does not have material dependence on volunteer services. Volunteers are utilised at the Visitors Information Centre. The estimated value of these services has been included in the financial statements based on average salary and on costs Council would be required to pay if services were not donated.

(c) New accounting standards and interpretations issued not yet effective

New accounting standards and interpretations issued but not yet effective

Certain new accounting standards and interpretations have been published that are not mandatory for the 30 June 2025 reporting period. Council has not applied any pronouncements before its operative date in the annual reporting period beginning 1 July 2025.

Council's assessment of these new standards and interpretations (where they have been deemed as having a material impact on Council's future financial performance, financial position and cash flows) are set out below:

AASB 2024-2 ***Amendments to Australian Accounting Standards - Classification and Measurement of Financial Instruments [AASB 7 and AASB 9]***

This Standard amends AASB 7 and AASB 9 in response to feedback from the 2022 Post-implementation Review of the classification and measurement requirements in AASB 9 and related requirements in AASB 7 and the subsequent 2023 Exposure Draft.

This Standard amends requirements related to:

(a) settling financial liabilities using an electronic payment system; and

(b) assessing contractual cash flow characteristics of financial assets with environmental, social and corporate governance (ESG) and similar features.

This Standard also amends disclosure requirements relating to investments in equity instruments designated at fair value through other comprehensive income and adds disclosure requirements for financial instruments with contingent features that do not relate directly to basic lending risks and costs.

Likely impact of this standard is:

- potentially earlier derecognition of liabilities settled by electronic means which meet the updated criteria in AASB 9.
- reclassification of financial assets with ESG features based on the revised guidance in relation to whether amortised costs can be used – not likely to be significant for Councils.
- additional disclosures for equity instruments classified as fair value through other comprehensive income – these instruments are rare for Councils.

The standard applies to annual reporting periods beginning on or after 1 January 2026, i.e. council financial statements for the year ended 30 June 2027.

New accounting standards adopted during the year

The following new standard is effective for the first time at 30 June 2025:

- **AASB 2022-10** ***Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities.***

There is not expected to be significant impact on the Councils' reported financial position.

B Financial Performance

B1 Functions or activities

B1-1 Functions or activities – income, expenses and assets

Income, expenses and assets have been directly attributed to the following functions or activities. Details of those functions or activities are provided in Note B1-2.

	Income		Expenses		Operating result		Grants and contributions		Carrying amount of assets	
	2025	2024	**2025**	2024	**2025**	2024	**2025**	2024	**2025**	2024
	$ '000	$ '000	**$ '000**	$ '000	**$ '000**	$ '000	**$ '000**	$ '000	**$ '000**	$ '000
Functions or activities [1, 2]										
A community working together to achieve its potential	**14,068**	14,709	**8,849**	6,836	**5,219**	7,873	**3,860**	6,636	**118,366**	114,959
A great place to live	**692**	716	**1,665**	1,628	**(973)**	(912)	**160**	2,836	**45,438**	44,130
A prosperous and vibrant economy	**8**	167	**530**	671	**(522)**	(504)	**8**	2,338	**17,970**	17,453
A region with quality and sustainable infrastructure	**23,284**	33,666	**23,603**	23,234	**(319)**	10,432	**10,094**	18,715	**299,362**	290,745
A valued and enhanced natural environment	**449**	4,299	**2,640**	4,958	**(2,191)**	(659)	**299**	74	**81,961**	79,601
Total functions and activities	**38,501**	53,557	**37,287**	37,327	**1,214**	16,230	**14,421**	30,599	**563,097**	546,888

(1) Income and expenditure allocated to each function/ activity using cost centres, with each cost centre being attached to one particular function/activity.

(2) Assets allocated to each activity on the basis of the activities expenditure as a proportion of total expenditure. The assumption is that a function's expenditure is a reflection of that activities utilisation of total assets.

B1-2 Components of functions or activities

Details relating to the Council's functions or activities as reported in B1-1 are as follows:
These Functions align with Council's Community Strategic Plan and are in line with Council's Integrated Planning and Reporting framework.

A community working together to achieve its potential

These are activities that relate to council's leadership, including governance, administration and general purpose operations. Council's objectives of this function are:

1. Our community is informed and engaged.
2. We collaborate and pursue partnerships that achieve great outcomes for our community.
3. Our local government is efficient, innovative and financially sustainable.

A great place to live

These activities relate to council's society and community, including health, public order and security, community services and education, as well as recreation and culture. Council's objectives for this function are:

1. Our community has access to essential services.
2. Our community is safe, happy and healthy, both physically and mentally.
3. Our community and public spaces are accessible and inclusive and reflect our history, heritage and culture.

A prosperous and vibrant economy

These activities relate to the economy in Council's area of operation and include agriculture, manufacturing, construction and economic affairs. Council's objectives for this function are:

1. Our economy is strong and diverse.
2. We develop our key assets to enhance agriculture, boost tourism and support existing business.
3. Our region provides strong education, employment and training opportunities.

A region with quality and sustainable infrastructure

These activities relate to infrastructure, including water and sewerage, roads, transport and communication. Council's objectives for this function are:

1. Our built environment is managed, maintained and improved.
2. Our road network is a source of pride.
3. Our water and sewer infrastructure is efficient and fit for purpose.

A valued and enhanced natural environment

These activities relate to the natural environment in which council operates, including solid waste management, drainage and storm water management. Council's objectives for this function are:

1. We are committed to resource recovery and waste management.
2. Our natural environment is protected and enhanced.
3. We plan for the future to accommodate and facilitate sustainable growth and development.

B2 Sources of income

B2-1 Rates and annual charges

	2025 $ '000	2024 $ '000
Ordinary rates		
Residential	**4,262**	4,061
Farmland	**3,224**	3,087
Business	**1,107**	1,070
Other	**10**	10
Less: pensioner rebates (mandatory)	**(154)**	(154)
Rates levied to ratepayers	**8,449**	8,074
Pensioner rate subsidies received	**66**	72
Total ordinary rates	**8,515**	8,146
Annual charges (pursuant to s496, 496A, 496B, 501 & 611)		
Domestic waste management services	**1,896**	1,409
Stormwater management services	**75**	75
Water supply services	**1,693**	1,606
Sewerage services	**3,626**	3,442
Waste management services (non-domestic)	**212**	219
Less: pensioner rebates (mandatory)	**(140)**	(140)
Annual charges levied	**7,362**	6,611
Pensioner annual charges subsidies received:		
– Water	**32**	32
– Sewerage	**30**	30
– Domestic waste management	**31**	26
Total annual charges	**7,455**	6,699
Total rates and annual charges	**15,970**	14,845

Council has used 2022 year valuations provided by the NSW Valuer General in calculating its rates.

Material accounting policy information

Rates and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area that are not subsidised by the NSW Government.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are recognised within the underlying revenue item based on their substance.

B2-2 User charges and fees

	Timing	2025 $ '000	2024 $ '000
Specific user charges (per s502 - specific 'actual use' charges)			
Water supply services	2	**2,311**	1,839
Sewerage services	2	**359**	342
Waste management services (non-domestic)	2	**270**	144
Total specific user charges		**2,940**	2,325
Other user charges and fees			
(i) Fees and charges – statutory and regulatory functions (per s608)			
Building regulation	2	**46**	41
Inspection services	2	**32**	28
Private works – section 67	2	**672**	499
Regulatory/ statutory fees	2	**9**	6
Section 10.7 certificates (EP&A Act)	2	**26**	26
Section 603 certificates	2	**49**	31
Development fees	2	**101**	102
Impounding fees	2	**4**	4
Other – certificates and permits	2	**39**	39
Total fees and charges – statutory/regulatory		**978**	776
(ii) Fees and charges – other (incl. general user charges (per s608))			
Aerodrome	2	**130**	56
Caravan park	2	**124**	76
Cemeteries	2	**134**	120
Leaseback fees – Council vehicles	2	**26**	50
Library and art gallery	2	**10**	9
Park rents	2	**12**	7
Transport for NSW (state roads not controlled by Council)	2	**455**	1,628
Water connection fees	2	**13**	38
Medical centre	2	**111**	135
Murray Valley industrial park	2	**14**	24
Museum donations	2	**8**	4
Other lease rentals	2	**70**	119
Sewerage connection fees	2	**4**	8
Truckwash	2	**114**	108
Other	2	**74**	77
Total fees and charges – other		**1,299**	2,459
Total other user charges and fees		**2,277**	3,235
Total user charges and fees		**5,217**	5,560
Timing of revenue recognition for user charges and fees			
User charges and fees recognised at a point in time (2)		**5,217**	5,560
Total user charges and fees		**5,217**	5,560

Material accounting policy information

Revenue arising from user charges and fees is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases such as caravan parks, the customer is required to pay on arrival or a deposit in advance. There is no material obligation for Council in relation to refunds or returns.

Where an upfront fee is charged such as joining fees for the leisure centre the fee is recognised on a straight-line basis over the expected life of the membership.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than over the term of the licence.

B2-3 Other revenues

	Timing	2025 $ '000	2024 $ '000
Rental income – other council properties	1	**38**	51
Fines	2	**20**	21
Legal fees recovery – rates and charges (extra charges)	2	**69**	77
Commissions and agency fees	2	**4**	15
Diesel rebate	2	**120**	143
Insurance claims recoveries	2	**156**	193
Recycling income (non-domestic)	2	**–**	47
Sales – general	2	**174**	86
Insurance rebates	2	**12**	42
Royalties	2	**6**	6
Other	2	**74**	65
Workers compensation reimbursement	2	**53**	54
Total other revenue		**726**	800

Timing of revenue recognition for other revenue

Other revenue recognised over time (1)	**38**	51
Other revenue recognised at a point in time (2)	**688**	749
Total other revenue	**726**	800

Material accounting policy information for other revenue

Where the revenue is earned for the provision of specified goods / services under an enforceable contract, revenue is recognised when or as the obligations are satisfied.

Statutory fees and fines are recognised as revenue when the service has been provided, the payment is received or when the penalty has been applied, whichever occurs first.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

B2-4 Grants and contributions

	Timing	Operating 2025 $ '000	Operating 2024 $ '000	Capital 2025 $ '000	Capital 2024 $ '000
General purpose grants and non-developer contributions (untied)					
General purpose (untied)					
Current year allocation					
Financial assistance – general component	2	**850**	271	**–**	–
Financial assistance – local roads component	2	**308**	62	**–**	–
Payment in advance - future year allocation					
Financial assistance – general component	2	**2,856**	4,615	**–**	–
Financial assistance – local roads component	2	**1,048**	1,688	**–**	–
Amount recognised as income during current year		**5,062**	6,636	**–**	–
Special purpose grants and non-developer contributions (tied)					
Cash contributions					
Economic development	1	**–**	70	**–**	2,268
Environmental programs	2	**–**	312	**4**	12
Heritage and cultural	2	**13**	13	**–**	–
Library	2	**33**	56	**–**	–
Library – per capita	2	**67**	45	**–**	–
Noxious weeds	2	**71**	74	**–**	–
NSW rural fire services	2	**232**	229	**–**	4
Recreation and culture	1	**19**	80	**1,840**	2,087
Recreation and culture - Disaster Recovery	2	**–**	316	**–**	–
Street lighting	2	**42**	41	**–**	–
Transport (flood repair works)	1	**3,827**	14,299	**–**	–
Transport (roads to recovery)	2	**–**	841	**–**	–
Other specific grants		**5**	–	**–**	–
Transport (other roads and bridges funding)	2	**–**	549	**1,352**	–
Transport for NSW contributions (regional roads, block grant)	2	**1,479**	1,451	**–**	1,000
Other contributions	2	**58**	26	**–**	40
Total special purpose grants and non-developer contributions (tied)		**5,846**	18,402	**3,196**	5,411
Total grants and non-developer contributions		**10,908**	25,038	**3,196**	5,411
Comprising:					
– Commonwealth funding		**5,062**	6,764	**1,346**	2,372
– State funding		**5,819**	18,245	**1,850**	2,999
– Other funding		**27**	29	**–**	40
		10,908	25,038	**3,196**	5,411

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B2-4 Grants and contributions (continued)

Developer contributions

	Notes	Timing	Operating 2025 $ '000	Operating 2024 $ '000	Capital 2025 $ '000	Capital 2024 $ '000
Developer contributions: (s7.4 & s7.11 - EP&A Act, s64 of the LGA):	G4					
Cash contributions						
S 64 – water supply contributions		2	**173**	67	**–**	–
S 64 – sewerage service contributions		2	**144**	83	**–**	–
Total developer contributions			**317**	150	**–**	–
Total contributions			**317**	150	**–**	–
Total grants and contributions			**11,225**	25,188	**3,196**	5,411
Timing of revenue recognition						
Grants and contributions recognised over time (1)			**5**	14,449	**810**	4,355
Grants and contributions recognised at a point in time (2)			**11,220**	10,739	**2,386**	1,056
Total grants and contributions			**11,225**	25,188	**3,196**	5,411

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B2-4 Grants and contributions (continued)

Unspent grants and contributions

Certain grants and contributions are obtained by Council on the condition they be spent in a specified manner or in a future period but which are not yet spent in accordance with those conditions are as follows:

	Operating 2025 $ '000	Operating 2024 $ '000	Capital 2025 $ '000	Capital 2024 $ '000
Unspent grants and contributions				
Unspent funds at 1 July	**576**	4,372	**2,059**	2,788
Add: Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	**–**	–	**482**	1,398
Add: Funds received and not recognised as revenue in the current year	**–**	–	**–**	–
Less: Funds received in prior year but revenue recognised and funds spent in current year	**(490)**	(3,796)	**(1,731)**	(2,127)
Unspent funds at 30 June	**86**	576	**810**	2,059

Material accounting policy information

Grants and contributions – enforceable agreement with sufficiently specific performance obligations

Grant and contribution revenue from an agreement which is enforceable and contains sufficiently specific performance obligations is recognised as or when control of each performance obligations is transferred.

The performance obligations vary according to the agreement but include Local Roads and Community Infrastructure rounds 4 and 5, Showground Stimulus Phase 2 and Stronger Country Communities Round 4 & 5. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Performance obligations may be satisfied either at a point in time or over time and this is reflected in the revenue recognition pattern. Point in time recognition occurs when the beneficiary obtains control of the goods / services at a single time (e.g. completion of the project when a report / outcome is provided), whereas over time recognition is where the control of the services is ongoing throughout the project (e.g. provision of community health services through the year).

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

Capital grants

Capital grants received by Council under an enforceable contract for the acquisition or construction of infrastructure, property, plant and equipment to identified specifications which will be under Council's control on completion are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project.

For acquisitions of assets, the revenue is recognised when the asset is acquired and controlled by the Council.

Developer contributions

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but Council may apply contributions according to the priorities established in work schedules for the contribution plan.

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B2-4 Grants and contributions (continued)

Other grants and contributions

Assets, including cash, received from other grants and contributions are recognised at fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

B2-5 Interest and investment income

	2025 $ '000	2024 $ '000
Interest on financial assets measured at amortised cost		
– Overdue rates and annual charges (incl. special purpose rates)	**78**	64
– Cash and investments	**1,918**	1,689
Total interest and investment income	**1,996**	1,753

B3 Costs of providing services

B3-1 Employee benefits and on-costs

	2025 $ '000	2024 $ '000
Salaries and wages	**9,837**	9,158
Travel expenses	**26**	9
Employee leave entitlements (ELE)	**1,713**	1,528
Superannuation	**1,262**	1,171
Workers' compensation insurance	**336**	195
Fringe benefit tax (FBT)	**167**	199
Training costs (other than salaries and wages)	**202**	285
Protective clothing	**27**	30
Uniform clothing	**23**	16
Recruitment costs	**28**	56
WH&S expenses	**20**	12
Other	**8**	16
Total employee costs	**13,649**	12,675
Less: capitalised costs	**(796)**	(1,078)
Total employee costs expensed	**12,853**	11,597
Number of 'full-time equivalent' employees (FTE) at year end	**128**	121
Number of 'full-time equivalent' employees (FTE) at year end (incl. vacancies)	**138**	136

Material accounting policy information

Retirement benefit obligations

All employees of the Council are entitled to benefits on retirement, disability or death. Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

Superannuation plans

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

Council participates in a defined benefit plan under the Local Government Superannuation Scheme, however, sufficient information to account for the plan as a defined benefit is not available and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note E3-1 for more information.

B3-2 Materials and services

	Notes	2025 $ '000	2024 $ '000
Raw materials and consumables		**3,554**	2,395
Contractor Costs		**5,005**	3,814
Consultancy Costs		**406**	1,345
Audit Fees	F2-1	**103**	95
Councillor and Mayoral fees and associated expenses	F1-2	**169**	195
Advertising		**153**	156
Bank and centrepay charges		**39**	47
Electricity and heating		**551**	653
Insurance		**1,159**	1,089
Office expenses		**73**	50
Postage		**30**	27
Printing and stationery		**20**	24
Street lighting		**99**	116
Subscriptions and publications		**179**	209
Telephone and communications		**109**	124
Valuation fees		**48**	46
Other expenses		**118**	81
Information technology		**698**	663
Licences, fees and permits		**380**	221
Legal expenses:			
– Legal expenses: planning and development		**–**	1
– Legal expenses: debt recovery		**69**	77
– Legal expenses: other		**152**	130
Total materials and services		**13,114**	11,558
Total materials and services		**13,114**	11,558

B3-3 Depreciation, amortisation and impairment of non-financial assets

	Notes	2025 $ '000	2024 $ '000
Depreciation and amortisation			
Plant and equipment		**909**	958
Office equipment		**141**	143
Furniture and fittings		**9**	10
Land improvements (depreciable)		**141**	135
Infrastructure:	C1-6		
– Buildings – non-specialised		**347**	323
– Buildings – specialised		**1,021**	981
– Other structures		**130**	114
– Roads		**4,076**	4,817
– Bridges		**92**	68
– Footpaths		**359**	348
– Other road assets		**112**	72
– Stormwater drainage		**460**	401
– Water supply network		**902**	869
– Sewerage network		**737**	680
– Swimming pools		**119**	113
– Other open space/recreational assets		**537**	461
Other assets:			
– Library books		**11**	10
Reinstatement, rehabilitation and restoration assets:			
– Tip assets	C1-6	**213**	200
Intangible assets	C1-7	**316**	305
Total depreciation and amortisation costs		**10,632**	11,008
Revaluation decrement of IPPE			
Infrastructure:	C1-6		
– Footpaths		**–**	779
– Other road assets		**–**	1,619
Total depreciation, amortisation and impairment for non-financial assets		**10,632**	13,406

Material accounting policy information

Depreciation and amortisation
Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. Useful lives are included in Note C1-6 for IPPE assets.

B3-4 Other expenses

	Notes	2025 $ '000	2024 $ '000
Impairment of receivables			
Other		17	(117)
Total impairment of receivables	C1-4	17	(117)
Other			
Contributions/levies to other levels of government			
– Emergency services levy (includes FRNSW, SES, and RFS levies)		526	531
Donations, contributions and assistance to other organisations (Section 356)		145	125
Total other		671	656
Total other expenses		688	539

B4 Gains or losses

B4-1 Gain or loss from the disposal, replacement and de-recognition of assets

	Notes	2025 $ '000	2024 $ '000
Gain (or loss) on disposal of plant and equipment	C1-6		
Proceeds from disposal – plant and equipment		**199**	83
Less: carrying amount of plant and equipment assets sold/written off		**(28)**	(31)
Gain (or loss) on disposal		**171**	52
Gain (or loss) on disposal of infrastructure	C1-6		
Proceeds from disposal – infrastructure		**–**	6
Less: carrying amount of infrastructure assets sold/written off		**–**	(285)
Gain (or loss) on disposal		**–**	(279)
Net gain (or loss) from disposal of assets		**171**	(227)

B5 Performance against budget

B5-1 Material budget variations

Council's original budget was adopted by the Council on 17 June 2024 and is not required to be audited. The original projections on which the budget was based have been affected by a number of factors. These include state and federal government decisions, including new grant programs, changing economic activity, environmental factors, and by decisions made by Council.

While these General Purpose Financial Statements include the original budget adopted by Council, the Act requires Council to review its financial budget on a quarterly basis, so it is able to manage the variation between actuals and budget that invariably occur during the year.

Material variations of more than 10% between original budget and actual results or where the variance is considered material by nature are explained below.

Variation Key: F = Favourable budget variation, U = Unfavourable budget variation.

$ '000	2025 Budget	2025 Actual	2025 Variance		
Revenues					
Rates and annual charges	16,234	15,970	(264)	(2)%	U
User charges and fees	4,534	5,217	683	15%	F
There has continued to be an increase in Transport of NSW Road Maintenance Council Contract ordered works, higher than budget income from Water usage fees of $500k, and an increase in private works fees for reimbursement of Professional fees for flood recovery works.					
Other revenues	594	726	132	22%	F
$156k building insurance claim payout, fuel sales at the aerodrome that were not included in budget and higher fuel rebates than budgeted.					
Operating grants and contributions	10,560	11,225	665	6%	F
Capital grants and contributions	4,120	3,196	(924)	(22)%	U
Council is required to recognise income in accordance with AASB 15 and AASB 1058 as the projects are completed and specific obligations are met. The budget also included flood recovery grants which have since been classified as operational.					
Interest and investment revenue	1,653	1,996	343	21%	F
Council were able to achieve higher than budgeted rates for its investments.					
Net gains from disposal of assets	480	171	(309)	(64)%	U
There has been a hold on plant and equipment movements due to a review of Council policy which delayed and reduced plant disposals					
Expenses					
Employee benefits and on-costs	12,303	12,853	(550)	(4)%	U
Materials and services	10,011	13,114	(3,103)	(31)%	U
Increased consultancy costs for vacant positions, increased legal expenses, increased work for storm and flood repair works, increased Road Maintenance Council Contract (RMCC) expenses offset by income and election/councillor inductions costs expenses that only occur every four years.					
Depreciation, amortisation and impairment of non-financial assets	11,116	10,632	484	4%	F
Other expenses	624	688	(64)	(10)%	U
Significant increase to contributions to NSW emergency services levy.					
Net losses from disposal of assets	–	–	–	∞	F

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B5-1 Material budget variations (continued)

$ '000	2025 Budget	2025 Actual	2025 Variance		
Statement of cash flows					
Cash flows from operating activities	31,118	16,225	(14,893)	(48)%	U
Cash flows from investing activities	(17,353)	(18,724)	(1,371)	8%	U

B6 Material Income Statement items

B6-1 Material Income Statement items

Material reversal of revaluation decrements on IPPE previously expensed

	2025 $ '000	2024 $ '000
Operational Land	–	–
Community Land	–	–
Crown Land	–	–
Infrastructure:		
Total material reversal of revaluation decrements on IPPE previously expensed	–	–

C Financial position

C1 Assets we manage

C1-1 Cash and cash equivalents

	2025 $ '000	2024 $ '000
Cash assets		
Cash on hand and at bank	**10,241**	12,738
Cash equivalent assets		
– Deposits at call	–	2
Total cash and cash equivalents	**10,241**	12,740

C1-2 Financial investments

	2025 Current $ '000	2025 Non-current $ '000	2024 Current $ '000	2024 Non-current $ '000
Debt securities at amortised cost				
Long term deposits	**27,000**	**4,000**	24,000	6,000
Total financial investments	**27,000**	**4,000**	24,000	6,000
Total cash assets, cash equivalents and investments	**37,241**	**4,000**	36,740	6,000

Material accounting policy information

Financial instruments are recognised initially on the date that the Council becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial assets
All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Classification
On initial recognition, Council classifies its financial assets into the following categories – those measured at:

- amortised cost
- fair value through profit and loss (FVTPL)
- fair value through other comprehensive income – equity instrument (FVOCI)

Financial assets are not reclassified subsequent to their initial recognition.

Amortised cost
Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows, and
- the contractual terms give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Council's financial assets are measured at amortised cost comprise trade and other receivables, term deposits and cash and cash equivalents in the Statement of Financial Position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in profit or loss.

C1-3 Restricted and allocated cash, cash equivalents and investments

	2025 $ '000	2024 $ '000
(a) Externally restricted cash, cash equivalents and investments		
Total cash, cash equivalents and investments	**41,241**	42,740
Less: Externally restricted cash, cash equivalents and investments	**(23,617)**	(20,106)
Cash, cash equivalents and investments not subject to external restrictions	**17,624**	22,634
External restrictions		
External restrictions – included in liabilities		
External restrictions included in cash, cash equivalents and investments above comprise:		
Specific purpose unexpended grants – general fund	**896**	2,635
External restrictions – included in liabilities	**896**	2,635
External restrictions – other		
External restrictions included in cash, cash equivalents and investments above comprise:		
Developer contributions – general	**119**	119
Water fund	**8,422**	5,797
Sewer fund	**9,507**	7,178
Conargo milestones / interpretative	**–**	16
Conargo Oval M&R	**–**	20
Deniliquin band committee	**24**	26
EPA waste	**36**	36
Regional arts	**3**	3
Domestic waste management	**4,610**	4,276
External restrictions – other	**22,721**	17,471
Total external restrictions	**23,617**	20,106

Cash, cash equivalents and investments subject to external restrictions are those which are only available for specific use by Council due to a restriction placed by legislation or third-party contractual agreement.

	2025 $ '000	2024 $ '000
(b) Internal allocations		
Cash, cash equivalents and investments not subject to external restrictions	**17,624**	22,634
Less: Internally restricted cash, cash equivalents and investments	**(11,440)**	(15,301)
Unrestricted and unallocated cash, cash equivalents and investments	**6,184**	7,333

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C1-3 Restricted and allocated cash, cash equivalents and investments (continued)

	2025 $ '000	2024 $ '000
Internal allocations		
At 30 June, Council has internally allocated funds to the following:		
Plant and vehicle replacement	**1,799**	1,799
Infrastructure replacement	**1,360**	1,360
Employees leave entitlement	**693**	693
Deposits, retentions and bonds	**808**	241
Advanced Payment - Financial Assistance Grant	**3,904**	6,302
Airport industrial land	**–**	20
Asset management	**–**	14
Blighty-upgrade power	**–**	70
Building maintenance	**–**	50
Cemetery upgrade	**–**	9
Conargo Hall Committee Bequest	**2,876**	2,636
Depot office and gates upgrade	**–**	41
Dog trail	**–**	3
Election reserve	**–**	12
Fencing Conargo	**–**	7
Gravel pits	**–**	14
Human resources	**–**	18
Internal audit	**–**	6
Land development fund	**–**	385
Landscaping plans	**–**	90
Recreation reserves / village landscaping	**–**	1,113
Risk management	**–**	45
Wanganella hall community	**–**	5
Shire – entrance signage	**–**	5
Tourism/industry promotion	**–**	13
Town planning plans, surveys and studies	**–**	103
Waste facilities	**–**	63
Water infrastructure	**–**	57
Website development	**–**	2
North Depot Redevelopment	**–**	125
Total internal allocations	**11,440**	15,301

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

	2025 $ '000	2024 $ '000
(c) Unrestricted and unallocated		
Unrestricted and unallocated cash, cash equivalents and investments	**6,184**	7,333

C1-4 Receivables

	2025 Current $ '000	2025 Non-current $ '000	2024 Current $ '000	2024 Non-current $ '000
Rates and annual charges	855	–	654	–
Interest and extra charges	164	–	132	–
User charges and fees	1,957	–	1,894	–
Accrued revenues				
– Interest on investments	901	–	894	–
– Other income accruals	142	–	3,824	–
Net GST receivable	215	–	43	–
Other debtors	5	–	5	–
Total	**4,239**	**–**	7,446	–
Less: provision for impairment				
Other debtors	(72)	–	(51)	–
Total provision for impairment – receivables	**(72)**	**–**	(51)	–
Total net receivables	**4,167**	**–**	7,395	–

	2025 $ '000	2024 $ '000
Movement in provision for impairment of receivables		
Balance at the beginning of the year (calculated in accordance with AASB 9)	51	460
Movement through provision	21	(117)
– amounts already provided for and written off this year	–	(292)
Balance at the end of the year	**72**	51

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C1-4 Receivables (continued)

Material accounting policy information

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

Impairment
Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When determining whether the credit risk of a financial asset has increased significantly since initial recognition, and when estimating ECL, the Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

When considering the ECL for rates debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold. For non-rates debtors, Council uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

The Council uses the presentation that a financial asset is in default when:
- the other party is unlikely to pay its credit obligations to the Council in full, without recourse by the Council to actions such as realising security (if any is held) or
- the financial assets (for non-rates debtors) are more than 90 days past due.

Credit losses are measured as the present value of the difference between the cash flows due to the entity in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

There has been no change in the estimation techniques or significant assumptions made during the current reporting period.

The Council writes off a trade receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation or has entered into bankruptcy proceedings, or when the receivable are over 5 years past due, whichever occurs first.

None of the receivables that have been written off are subject to enforcement activity.

Where the Council renegotiates the terms of receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate and any resulting difference to the carrying value is recognised in profit or loss.

Rates and annual charges outstanding are secured against the property.

C1-5 Contract assets and Contract cost assets

Contract assets

Significant changes in contract assets
Due to flooding in the previous financial year Council acquired access to Disaster Recovery Grants that can be claimed when projects are approved and expended. The flooding also influenced the delay in claiming other annual grants where the work had already been complete. For 2023/24 an invoice/payment claim has been raised and Council has recognised a receivable.

C1-6 Infrastructure, property, plant and equipment

By aggregated asset class	At 1 July 2024			Asset movements during the reporting period								At 30 June 2025		
	Accumulated depreciation and impairment	Gross carrying amount	Net carrying amount	Additions renewals	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Other movements Revaluation increment due to increase in provision for remediation	Revaluation increments to equity (ARR)	Accumulated depreciation and impairment	Gross carrying amount	Net carrying amount
	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000
Capital work in progress	–	7,816	7,816	6,685	67	–	–	(4,438)	–	–	–	–	10,130	10,130
Plant and equipment	(11,471)	15,701	4,230	421	–	(28)	(909)	–	–	–	–	(11,887)	15,601	3,714
Office equipment	(3,175)	3,604	429	–	28	–	(141)	–	–	–	–	(3,316)	3,632	316
Furniture and fittings	(277)	318	41	–	–	–	(9)	–	–	–	–	(285)	317	32
Land:														
– Operational land	–	8,366	8,366	–	–	–	–	–	–	–	–	–	8,366	8,366
– Community land	–	1,823	1,823	–	–	–	–	–	–	–	–	–	1,823	1,823
– Crown land	–	5,205	5,205	–	–	–	–	–	–	–	–	–	5,205	5,205
Land improvements – depreciable	(2,257)	6,720	4,463	134	647	–	(141)	74	935	–	420	(2,632)	9,164	6,532
Infrastructure:														
– Buildings – non-specialised	(5,610)	23,514	17,904	45	–	–	(347)	–	(6,905)	–	3,022	(5,903)	19,622	13,719
– Buildings – specialised	(27,734)	78,934	51,200	95	293	–	(1,021)	1,258	5,970	–	6,799	(24,904)	89,498	64,594
– Other structures	(3,492)	23,742	20,250	–	–	–	(130)	–	–	–	–	(3,622)	23,742	20,120
– Roads	(92,737)	259,340	166,603	2,391	–	–	(4,076)	2,323	–	–	–	(96,814)	264,055	167,241
– Bridges	(2,070)	12,327	10,257	–	–	–	(92)	–	–	–	–	(2,161)	12,326	10,165
– Footpaths and kerb and gutter	(9,463)	29,616	20,153	315	26	–	(359)	108	–	–	–	(9,822)	30,065	20,243
– Other road assets (including bulk earthworks)	(792)	8,012	7,220	40	–	–	(112)	–	–	–	–	(904)	8,052	7,148
– Bulk earthworks (non-depreciable)	–	33,744	33,744	68	77	–	–	–	–	–	–	–	33,889	33,889
– Stormwater drainage	(15,739)	46,624	30,885	1,486	216	–	(460)	83	–	–	–	(16,199)	48,409	32,210
– Water supply network	(29,945)	74,799	44,854	105	–	–	(902)	16	–	–	1,108	(31,619)	76,800	45,181
– Sewerage network	(32,554)	69,217	36,663	935	–	–	(737)	168	–	–	926	(34,123)	72,078	37,955
– Swimming pools	(1,680)	7,232	5,552	–	–	–	(119)	–	–	–	194	(1,685)	7,312	5,627
– Other open space/recreational assets	(4,772)	19,021	14,249	28	196	–	(537)	408	–	–	1,987	(5,764)	22,095	16,331
Other assets:														
– Library books	(1,171)	1,378	207	–	–	–	(11)	–	–	–	–	(1,182)	1,378	196
Reinstatement, rehabilitation and restoration assets														
– Tip assets	(896)	4,598	3,702	–	–	–	(213)	–	–	2,808	–	(1,109)	7,406	6,297
Total infrastructure, property, plant and equipment	(245,835)	741,651	495,816	12,748	1,550	(28)	(10,316)	–	–	2,808	14,456	(253,931)	770,965	517,034

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

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C1-6 Infrastructure, property, plant and equipment (continued)

By aggregated asset class	At 1 July 2023			Asset movements during the reporting period							Other movements				At 30 June 2024		
	Accumulated depreciation and impairment	Gross carrying amount	Net carrying amount	Additions renewals	Additions new assets	Carrying value of disposals	Depreciation expense	Impairment loss / revaluation decrements (recognised in P/L)	Impairment reversal (recognised in equity)	WIP transfers	Revaluation increment due to increase in provision for remediation	Impairment Rectification Works	Revaluation decrements to equity (ARR)	Revaluation increments to equity (ARR)	Accumulated depreciation and impairment	Gross carrying amount	Net carrying amount
	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000
Capital work in progress	–	7,651	7,651	6,563	266	–	–	–	–	(6,664)	–	–	–	–	–	7,816	7,816
Plant and equipment	(10,581)	15,507	4,926	292	–	(30)	(958)	–	–	–	–	–	–	–	(11,471)	15,701	4,230
Office equipment	(3,032)	3,483	451	–	121	–	(143)	–	–	–	–	–	–	–	(3,175)	3,604	429
Furniture and fittings	(267)	318	51	–	–	–	(10)	–	–	–	–	–	–	–	(277)	318	41
Land:																	
– Operational land	–	8,366	8,366	–	–	–	–	–	–	–	–	–	–	–	–	8,366	8,366
– Community land	–	1,823	1,823	–	–	–	–	–	–	–	–	–	–	–	–	1,823	1,823
– Crown land	–	5,205	5,205	–	–	–	–	–	–	–	–	–	–	–	–	5,205	5,205
Land improvements – depreciable	(2,013)	6,354	4,341	33	9	–	(135)	–	–	–	–	–	–	215	(2,257)	6,720	4,463
Infrastructure:																	
– Buildings – non-specialised	(5,020)	19,225	14,205	583	581	–	(323)	–	–	2,163	–	–	–	695	(5,610)	23,514	17,904
– Buildings – specialised	(25,432)	74,607	49,175	149	–	–	(981)	–	–	419	–	–	–	2,438	(27,734)	78,934	51,200
– Other structures	(3,237)	22,785	19,548	–	–	–	(114)	–	–	–	–	–	–	816	(3,492)	23,742	20,250
– Roads	(87,176)	273,741	186,565	2,988	1,161	–	(4,817)	–	3,216	128	–	7,861	(30,499)	–	(92,737)	259,340	166,603
– Bridges	(3,843)	11,453	7,610	50	–	–	(68)	–	–	–	–	–	–	2,665	(2,070)	12,327	10,257
– Footpaths	(10,084)	30,955	20,871	165	244	–	(348)	(779)	–	–	–	–	–	–	(9,463)	29,616	20,153
– Other road assets (including bulk earthworks)	(1,118)	5,174	4,056	2,923	599	–	(72)	(1,619)	–	1,996	–	–	(663)	–	(792)	8,012	7,220
– Bulk earthworks (non-depreciable)	–	37,937	37,937	–	196	–	–	–	–	18	–	–	(4,407)	–	–	33,744	33,744
– Stormwater drainage	(14,704)	44,169	29,465	109	464	–	(401)	–	–	55	–	–	–	1,193	(15,739)	46,624	30,885
– Water supply network	(27,631)	69,499	41,868	656	153	–	(869)	–	–	882	–	–	–	2,164	(29,945)	74,799	44,854
– Sewerage network	(30,302)	64,836	34,534	434	301	–	(680)	–	–	305	–	–	–	1,769	(32,554)	69,217	36,663
– Swimming pools	(1,481)	6,554	5,073	122	38	–	(113)	–	–	152	–	–	–	280	(1,680)	7,232	5,552
– Other open space/recreational assets	(4,087)	14,966	10,879	383	2,664	(285)	(461)	–	–	546	–	–	–	523	(4,772)	19,021	14,249
Other assets:																	
– Library books	(1,161)	1,330	169	–	48	–	(10)	–	–	–	–	–	–	–	(1,171)	1,378	207
Reinstatement, rehabilitation and restoration assets																	
– Tip assets	(696)	4,318	3,622	–	–	–	(200)	–	–	–	280	–	–	–	(896)	4,598	3,702
Total infrastructure, property, plant and equipment	(231,865)	730,256	498,391	15,450	6,845	(315)	(10,703)	(2,398)	3,216	–	280	7,861	(35,569)	12,758	(245,835)	741,651	495,816

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

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C1-6 Infrastructure, property, plant and equipment (continued)

Material accounting policy information

Infrastructure, property, plant and equipment are held at fair value. Independent valuations are performed at least every five years, however the carrying amount of assets is assessed at each reporting date to confirm that it is not materially different from current fair value.

Increases in the carrying amounts arising on revaluation are credited to the asset revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

Land is not depreciated. Depreciation on other assets is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

Plant and equipment	Years	**Other equipment**	Years
Office equipment	5 to 10	Playground equipment	30 to 60
Office furniture	10 to 20	Benches, seats etc.	20 to 60
Computer equipment	3 to 5		
Vehicles	5 to 10	**Buildings**	
Heavy plant/road making equipment	5 to 10	Buildings: masonry	60 to 125
Other plant and equipment	5 to 15	Buildings: other	40 to 100
Water and sewer assets		**Stormwater assets**	
Dams and reservoirs	50 to 150	Drains	100 to 175
Bores	50 to 75	Culverts	60 to 140
Reticulation pipes: PVC	40 to 150	Flood control structures	100 to 175
Reticulation pipes: other	80 to 120		
Pumps and telemetry	30 to 95		
Transportation assets		**Other infrastructure assets**	
Sealed roads: surface	20 to 70	Bulk earthworks	120 to 200
Sealed roads: structure	70 to100	Swimming pools	40 to 81
Unsealed roads	15 to 80	Other open space/recreational assets	25 to 60
Bridge: concrete	100 to175	Other infrastructure	25 to 75
Bridge: other	50		
Road pavements	60		
Kerb, gutter and footpaths	35 to140		

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the Income Statement.

Crown reserves

Crown reserves under Council's care and control are recognised as assets of the council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

Rural Fire Service assets

Council recognises the land and buildings used by the Rural Fire Service situated within the Local Government area, however, it does not recognise the Rural Fire Service equipment.

C1-7 Intangible assets

Intangible assets are as follows:

	2025 $ '000	2024 $ '000
Software		
Opening values at 1 July		
Gross book value	**2,485**	2,428
Accumulated amortisation	**(1,738)**	(1,433)
Net book value – opening balance	**747**	995
Movements for the year		
Development costs	**–**	57
Amortisation charges	**(316)**	(305)
Closing values at 30 June		
Gross book value	**2,485**	2,485
Accumulated amortisation	**(2,054)**	(1,738)
Total intangible assets – net book value	**431**	747

Material accounting policy information

IT development and software
Amortisation is calculated on a straight-line basis over periods generally ranging from three to five years.

C1-8 Other

Other assets

	2025 $ '000	2024 $ '000
Prepayments	**224**	190
Total other assets	**224**	190

C2 Liabilities of Council

C2-1 Payables

	2025 Current $ '000	2025 Non-current $ '000	2024 Current $ '000	2024 Non-current $ '000
Prepaid rates	**570**	**–**	634	–
Goods and services – operating expenditure	**470**	**–**	308	–
Goods and services – capital expenditure	**751**	**–**	1,568	–
Accrued expenses:				
– Salaries and wages	**317**	**–**	254	–
– Other expenditure accruals	**209**	**–**	554	–
Security bonds, deposits and retentions	**734**	**50**	180	50
ATO – fringe benefits	**4**	**–**	89	–
Workers compensation	**84**	**2**	66	2
Other	**59**	**–**	42	–
Total payables	**3,198**	**52**	3,695	52

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C2-1 Payables (continued)

Current payables not anticipated to be settled within the next twelve months

The following liabilities, even though classified as current, are not expected to be settled in the next 12 months.

Material accounting policy information

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Council comprise trade payables, accrued expenses and bonds for development applications.

The payables represent liabilities for goods and services provided to the Council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

C2-2 Contract Liabilities

	Notes	2025 Current $ '000	2025 Non-current $ '000	2024 Current $ '000	2024 Non-current $ '000
Grants and contributions received in advance:					
Unexpended capital grants (to construct Council controlled assets)	(i)	**815**	–	2,553	–
Total contract liabilities		**815**	**–**	2,553	–

Notes

(i) Council has received funding to construct assets including roads and other infrastructure. The funds received are under an enforceable contract which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

Revenue recognised that was included in the contract liability balance at the beginning of the period

	2025 $ '000	2024 $ '000
Grants and contributions received in advance:		
Capital grants (to construct Council controlled assets)	**2,220**	5,398
Total revenue recognised that was included in the contract liability balance at the beginning of the period	**2,220**	5,398

Significant changes in contract liabilities

Council has completed many grant funded projects throughout 2023/2024 as well as start other major capital projects supported by grant funding. Council is well underway in achieving their performance obligations.

C2-3 Employee benefit provisions

	2025 Current $ '000	2025 Non-current $ '000	2024 Current $ '000	2024 Non-current $ '000
Annual leave	**719**	**–**	761	–
Sick leave	**67**	**–**	158	–
Long service leave	**1,887**	**79**	1,795	75
Rostered Day Off leave	**70**	**–**	67	–
Time in lieu leave	**10**	**–**	5	–
Employee Leave Entitlements on-costs	**144**	**3**	149	3
Total employee benefit provisions	**2,897**	**82**	2,935	78

Current employee benefit provisions not anticipated to be settled within the next twelve months

	2025 $ '000	2024 $ '000
The following provisions, even though classified as current, are not expected to be settled in the next 12 months.		
Provisions – employees benefits	**1,822**	1,783
	1,822	1,783

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C2-3 Employee benefit provisions (continued)

Description of and movements in provisions

			ELE provisions			
	Annual leave $ '000	Sick leave $ '000	Long service leave $ '000	ELE on-costs $ '000	Other employee benefits $ '000	Total $ '000
2025						
At beginning of year	**761**	**158**	**1,870**	**152**	**72**	**3,013**
Additional provisions	**774**	**488**	**411**	**95**	**8**	**1,776**
Amounts used (payments)	**(816)**	**(579)**	**(315)**	**(100)**	**–**	**(1,810)**
Total ELE provisions at end of year	**719**	**67**	**1,966**	**147**	**80**	**2,979**
2024						
At beginning of year	795	200	1,887	145	101	3,128
Additional provisions	771	370	354	94	–	1,589
Amounts used (payments)	(805)	(412)	(371)	(87)	(29)	(1,704)
Total ELE provisions at end of year	761	158	1,870	152	72	3,013

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C2-3 Employee benefit provisions (continued)

Material accounting policy information

Other long-term employee benefit obligations

The liability for long-service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

C2-4 Provisions

	2025 Current $ '000	2025 Non-Current $ '000	2024 Current $ '000	2024 Non-Current $ '000
Asset remediation/restoration:				
Asset remediation/restoration (future works)	–	**6,976**	261	3,907
Total provisions	–	**6,976**	261	3,907

Current provisions not anticipated to be settled within the next twelve months

The following provisions, even though classified as current, are not expected to be settled in the next 12 months.

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C2-4 Provisions (continued)

Description of and movements in provisions

	Other provisions	
	Asset remediation $ '000	Total $ '000
2025		
At beginning of year	**4,168**	**4,168**
Other	**2,808**	**2,808**
Total other provisions at end of year	**6,976**	**6,976**
2024		
At beginning of year	3,887	3,887
Changes to provision:		
– Revised costs	280	280
Unwinding of discount	1	1
Total other provisions at end of year	4,168	4,168

Material accounting policy information

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as a borrowing cost.

Asset remediation – tips and quarries

Close-down and restoration costs include the dismantling and demolition of infrastructure, and the removal of residual materials and remediation of disturbed areas. Estimated close-down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs. Provisions for close-down and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The cost estimates are calculated annually during the life of the operation to reflect known developments, e.g. updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

The ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors, including changes to the relevant legal requirements, the emergence of new restoration techniques, or experience at other locations. The expected timing of expenditure can also change, for example in response to changes in quarry reserves or production rates. As a result, there could be significant adjustments to the provision for close down and restoration and environmental clean-up, which would affect future financial results.

Other movements in the provisions for close-down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations, and revisions to discount rates, are capitalised within infrastructure, property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.

C3 Reserves

C3-1 Nature and purpose of reserves

IPPE Revaluation Surplus
The infrastructure, property, plant and equipment (IPPE) revaluation surplus is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

D Council structure

D1 Results by fund

General fund refers to all Council activities other than water and sewer. All amounts disclosed in this note are gross i.e. inclusive of internal charges and recoveries made between the funds. Assets and liabilities shown in the water and sewer columns are restricted for use for these activities.

D1-1 Income Statement by fund

	General 2025 $ '000	Water 2025 $ '000	Sewer 2025 $ '000
Income from continuing operations			
Rates and annual charges	10,702	1,667	3,601
User charges and fees	2,522	2,323	372
Interest and investment revenue	1,407	264	325
Other revenues	694	24	8
Grants and contributions provided for operating purposes	10,908	173	144
Grants and contributions provided for capital purposes	2,968	228	–
Net gains from disposal of assets	171	–	–
Total income from continuing operations	29,372	4,679	4,450
Expenses from continuing operations			
Employee benefits and on-costs	11,612	479	762
Materials and services	10,417	1,500	1,197
Other expenses	688	–	–
Total expenses from continuing operations excluding depreciation, amortisation and impairment of non-financial assets	22,717	1,979	1,959
Operating result from continuing operations excluding depreciation, amortisation and impairment of non-financial assets	6,655	2,700	2,491
Depreciation, amortisation and impairment of non-financial assets	8,990	904	738
Net operating result for the year	(2,335)	1,796	1,753
Net operating result attributable to each council fund	(2,335)	1,796	1,753
Net operating result for the year before grants and contributions provided for capital purposes	**(5,303)**	**1,568**	**1,753**

D1-2 Statement of Financial Position by fund

	General 2025 $ '000	Water 2025 $ '000	Sewer 2025 $ '000
ASSETS			
Current assets			
Cash and cash equivalents	100	3,089	7,373
Investments	19,212	5,333	2,134
Receivables	3,184	667	316
Other	197	27	–
Total current assets	22,693	9,116	9,823
Non-current assets			
Investments	4,000	–	–
Infrastructure, property, plant and equipment	434,889	45,122	37,023
Intangible assets	431	–	–
Total non-current assets	439,320	45,122	37,023
Total assets	462,013	54,238	46,846
LIABILITIES			
Current liabilities			
Payables	2,917	137	144
Contract liabilities	815	–	–
Employee benefit provision	2,897	–	–
Total current liabilities	6,629	137	144
Non-current liabilities			
Payables	52	–	–
Employee benefit provision	82	–	–
Provisions	6,976	–	–
Total non-current liabilities	7,110	–	–
Total liabilities	13,739	137	144
Net assets	448,274	54,101	46,702
EQUITY			
Accumulated surplus	393,557	45,451	43,163
IPPE revaluation surplus	54,717	8,650	3,539
Total equity	448,274	54,101	46,702

E Risks and accounting uncertainties

E1-1 Risks relating to financial instruments held

Council's activities expose it to a variety of financial risks including **(1)** price risk, **(2)** credit risk, **(3)** liquidity risk and **(4)** interest rate risk.

The Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by Council's finance section under policies approved by the Council.

The fair value of Council's financial assets and financial liabilities approximates their carrying amount.

	Carrying value 2025 $ '000	Carrying value 2024 $ '000	**Fair value 2025 $ '000**	Fair value 2024 $ '000
Financial assets				
Measured at amortised cost				
Cash and cash equivalents	**10,241**	12,740	**10,307**	12,740
Receivables	**4,167**	7,395	**4,197**	7,395
Investments				
– Debt securities at amortised cost	**31,000**	30,000	**31,000**	30,000
Total financial assets	**45,408**	50,135	**45,504**	50,135
Financial liabilities				
Payables	**3,250**	3,747	**3,325**	3,747
Total financial liabilities	**3,250**	3,747	**3,325**	3,747

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital.

Council's finance area manages the cash and Investments portfolio with the assistance of independent advisors.

Council has an investment policy which complies with the *Local Government Act 1993* and Minister's Investment Order 625. This policy is regularly reviewed by Council and its staff and an investment report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance as required by Local Government regulations.

The risks associated with the instruments held are:

- **Price risk** – the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments or their issuers or are caused by factors affecting similar instruments traded in a market.
- **Interest rate risk** – the risk that movements in interest rates could affect returns and income.
- **Liquidity risk** – the risk that Council will not be able to pay its debts as and when they fall due.
- **Credit risk** – the risk that the investment counterparty will not complete their obligations particular to a financial instrument, resulting in a financial loss to Council – be it of a capital or income nature.

Council manages these risks (amongst other measures) by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

Council also seeks advice from independent advisers before placing any funds in cash equivalents and investments.

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E1-1 Risks relating to financial instruments held (continued)

(a) Market risk – interest rate and price risk

	2025 $ '000	2024 $ '000
The impact on result for the year and equity of a reasonably possible movement in interest rates is shown below. The reasonably possible movements were determined based on historical movements and economic conditions in place at the reporting date.		
Impact of a 1% movement in interest rates		
– Equity / Income Statement	**310**	300
Impact of a 10% movement in price of investments		
– Equity / Income Statement	**3,100**	3,000

(b) Credit risk

Council's major receivables comprise (i) rates and annual charges and (ii) user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures. Council also encourages ratepayers to pay their rates by the due date through incentives.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk, whether through exposure to individual customers, specific industry sectors and/or regions.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

Credit risk profile

Receivables – rates and annual charges
Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land; that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages payment.

	Not yet overdue $ '000	overdue rates and annual charges < 5 years $ '000	≥ 5 years $ '000	Total $ '000
2025				
Gross carrying amount	**–**	**845**	**10**	**855**
2024				
Gross carrying amount	–	648	6	654

Receivables - non-rates and annual charges and contract assets
Council applies the simplified approach for non-rates and annual charges debtors to provide for expected credit losses prescribed by AASB 9, which permits the use of the lifetime expected loss provision. To measure the expected credit losses, non-rates and annual charges debtors have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision as at 30 June 2024 is determined as follows. The expected credit losses incorporate forward-looking information.

	Not yet overdue $ '000	Overdue debts 0 - 30 days $ '000	31 - 60 days $ '000	61 - 90 days $ '000	> 91 days $ '000	Total $ '000
2025						

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E1-1 Risks relating to financial instruments held (continued)

	Not yet overdue	Overdue debts				Total
		0 - 30 days	31 - 60 days	61 - 90 days	> 91 days	
	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000
Gross carrying amount	**2,071**	**28**	**69**	**231**	**1,014**	**3,413**
Expected loss rate (%)	**0.36%**	**4.80%**	**1.67%**	**10.81%**	**27.12%**	**9.08%**
ECL provision	**9**	**6**	**1**	**14**	**42**	**72**
2024						
Gross carrying amount	6,580	54	40	8	110	6,792
Expected loss rate (%)	0.11%	2.18%	19.81%	34.65%	29.46%	0.76%
ECL provision	7	1	8	3	32	51

(c) Liquidity risk

Payables, lease liabilities and borrowings are both subject to liquidity risk - the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer.

Payment terms can (in extenuating circumstances) also be extended, and overdraft facilities utilised as required.

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs and debt servicing requirements. Council manages this risk through diversification of borrowing types, maturities and interest rate structures. The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows for non-lease liabilities and therefore the balances in the table may not equal the balances in the Statement of Financial Position due to the effect of discounting.

	Weighted average interest rate	Subject to no maturity	payable in:			Total contractual cash outflows	Actual carrying values
			≤ 1 Year	1 - 5 Years	> 5 Years		
	%	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000
2025							
Payables	**0.00%**	**784**	**2,465**	**2**	**–**	**3,251**	**3,250**
Total financial liabilities		**784**	**2,465**	**2**	**–**	**3,251**	**3,250**
2024							
Payables	0.00%	230	3,370	52	–	3,652	3,747
Total financial liabilities		230	3,370	52	–	3,652	3,747

E2-1 Fair value measurement

The Council measures the following asset and liability classes at fair value on a recurring basis:

– Infrastructure, property, plant and equipment

Fair value hierarchy

All assets and liabilities measured at fair value are assigned to a level in the fair value hierarchy as follows:

Level 1: Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date

Level 2: Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly

Level 3: Unobservable inputs for the asset or liability

The table below shows the assigned level for each asset and liability held at fair value by Council:

		Fair value measurement hierarchy					
		Date of latest valuation		Level 3 Significant unobservable inputs		Total	
		2025	2024	**2025**	2024	**2025**	2024
	Notes	**$ '000**	$ '000	**$ '000**	$ '000	**$ '000**	$ '000
Recurring fair value measurements							
Infrastructure, property, plant and equipment	C1-6						
Plant and equipment		30/06/24	30/06/24	**3,714**	4,230	**3,714**	4,230
Office equipment		30/06/24	30/06/24	**316**	429	**316**	429
Furniture and fittings		30/06/24	30/06/24	**32**	41	**32**	41
Operational land		30/06/21	30/06/21	**8,366**	8,366	**8,366**	8,366
Community land		30/06/21	30/06/21	**1,823**	1,823	**1,823**	1,823
Crown land		30/06/21	30/06/21	**5,205**	5,205	**5,205**	5,205
Land improvements – depreciable		30/06/21	30/06/21	**6,532**	4,463	**6,532**	4,463
Buildings – non-specialised		30/06/25	29/02/20	**13,719**	17,904	**13,719**	17,904
Buildings – specialised		30/06/25	29/02/20	**64,594**	51,200	**64,594**	51,200
Other structures		29/02/20	29/02/20	**20,120**	20,250	**20,120**	20,250
Roads		30/06/24	30/06/24	**167,241**	166,603	**167,241**	166,603
Bridges		30/06/24	30/06/24	**10,165**	10,257	**10,165**	10,257
Footpaths and kerb and gutter		30/06/24	30/06/24	**20,243**	20,153	**20,243**	20,153
Other road assets		30/06/24	30/06/24	**7,148**	7,220	**7,148**	7,220
Bulk earthworks		30/06/24	30/06/24	**33,889**	33,744	**33,889**	33,744
Stormwater drainage		29/02/20	29/02/20	**32,210**	30,885	**32,210**	30,885
Water supply network		30/06/23	30/06/23	**45,181**	44,854	**45,181**	44,854
Sewerage network		01/06/22	01/06/22	**37,955**	36,663	**37,955**	36,663
Swimming pools		30/06/25	29/02/20	**5,627**	5,552	**5,627**	5,552
Other open spaces/recreational assets		30/06/25	30/06/21	**16,331**	14,249	**16,331**	14,249
Library books		30/06/21	30/06/21	**196**	207	**196**	207
Tip assets		29/02/20	29/02/20	**3,489**	3,702	**3,489**	3,702
Total infrastructure, property, plant and equipment				**504,096**	488,000	**504,096**	488,000

Valuation techniques

Where Council is unable to derive fair valuations using quoted market prices of identical assets (ie. level 1 inputs) Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

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E2-1 Fair value measurement (continued)

Infrastructure, property, plant and equipment (IPPE)

Plant and Equipment - This class of asset category is not valued at fair value. The category is at depreciated historical cost, which approximates fair value.
Office Equipment - Same as Plant and Equipment above.
Furniture and Fittings - Same as Plant and Equipment above.
Operational Land - The latest valuation was conducted by APV Valuers during the 2020/21 financial year.

The valuation method used is in accordance with the Local Government Code of Accounting Practice and Financial Reporting (Guidelines). Operational Land should be valued at market value after considering the buyers and sellers in the market and, where possible, include elements such as zoning limitations, alternative use and size of the land.

Sources of data used when determining revaluations include: Actual sales evidence, mapping evidence, PDSLive property searches, Benchmarking, APV database of recent projects and on-site visits.

Index of 6.80% during 2022/23 financial year to account for material increases in costs due to high inflation experienced in the 2022/23 financial year. No material movement for 2023/24 and 2024/25.

Community Land - The latest valuation was conducted by APV Valuers during the 2020/21 financial year.

The valuation method used is in accordance with the Local Government Code of Accounting Practice and Financial Reporting (Guidelines). Council is unable to provide neither observable nor unobservable valuation techniques and therefore it is reported as a Level 3.

Sources of data used when determining revaluations include: Actual sales evidence, mapping evidence, PDSLive property searches, Benchmarking, APV database of recent projects and on-site visits.

Following advice from the NSW Audit Office, Council discounted the market value of Community Land to equal values from the Valuer General's office. This was done so as to cater for the restrictions that are on Community Land.
Index of 6.80% during 2022/23 financial year to account for material increases in costs due to high inflation experienced in the 2022/23 financial year. No material movement for 2023/24 and 2024/25.

Crown Land - Same as Community Land above.

Land Improvements (Depreciable) - The latest valuation was conducted by APV Valuers during the 2020/21 financial year. Council assessed no material movements in the fair value during the year.

The valuation method is based on determining the Replacement Cost of the modern equivalent (or cost of reproduction where relevant) and then adjusting for the level of consumed future economic benefit and impairment.

Sources of data used when determining revaluations include: Actual sales evidence, mapping evidence, Rawlinson's Construction Guide, Benchmarking, APV database of recent projects and on-site visits.
Index average of 5.07% during 2023/24 financial year to account for material increases in costs due to high inflation experienced in the 2023/24 financial year. No material movement for 2024/25.

Buildings (Non - Specialised) - The latest valuation was conducted by APV Valuers during the 2024/25 financial year.

The valuation method is based on determining the Replacement Cost of the modern equivalent (or cost of reproduction where relevant) and then adjusting for the level of consumed future economic benefit and impairment.

In accordance with the depreciation requirements of AASB 116, "complex assets" are componentised and depreciated separately. This is consistent with the AASB's May 2015 decision regarding residual value.

Sources of data used when determining revaluations include: Actual sales evidence, mapping evidence, Rawlinson's Construction Guide (or similar), Benchmarking, APV database of recent projects and on-site visits.

Buildings (Specialised) - The latest valuation was conducted by APV Valuers during the 2024/25 financial year.

Refer to Buildings (Non-Specialised) above for valuation method and data sources.

Other Structures - The latest valuation was conducted by APV Valuers during the 2019/20 financial year.

The valuation method is based on determining the Replacement Cost of the modern equivalent (or cost of reproduction where relevant) and then adjusting for the level of consumed future economic benefit and impairment.

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E2-1 Fair value measurement (continued)

In accordance with the depreciation requirements of AASB 116, "complex assets" are componentised and depreciated separately (splitting each component into the short and long life parts). This is consistent with the AASB's May 2015 decision regarding residual value.

Sources of data used when determining revaluations include: Actual sales evidence, mapping evidence, Rawlinson's Construction Guide, Benchmarking, APV database of recent projects and on-site visits.

Index average of 5% during 2023/24 financial year to account for material increases in costs due to high inflation experienced in the 2023/24 financial year. No material movement in 2024/25.

Roads & Bulk Earthworks - The latest valuation was conducted by APV Valuers during the 2023/24 financial year.

The valuation method is based on determining the Replacement Cost of the modern equivalent (or cost of reproduction where relevant) and then adjusting for the level of consumed future economic benefit and impairment.

In accordance with the depreciation requirements of AASB 116, "complex assets" are componentised and depreciated separately (splitting each component into the short and long life parts). This is consistent with the AASB's May 2015 decision regarding residual value.

Sources of data used when determining revaluations include: Actual construction or purchase prices, mapping evidence, Rawlinson's Construction Guide (or similar), Benchmarking, APV database of recent projects and on-site visits.

No material movement in 2024/25.

Bridges - The latest valuation was conducted by APV Valuers during the 2023/24 financial year. Refer to Roads above for valuation method and data sources. No material movement in 2024/25.

Footpaths - The latest valuation was conducted by APV Valuers during the 2023/24 financial year. Refer to Roads above for valuation method and data sources. No material movement in 2024/25.

Stormwater - The latest valuation was conducted by APV Valuers during the 2019/20 financial year. Refer to Roads above for valuation method and data sources.

Index average of 4.20% during 2023/24 financial year to account for material increases in costs due to high inflation experienced in the 2023/24 financial year. No material movement in 2024/25.

Water Supply Network - The latest valuation was conducted by APV Valuers during the 2022/23 financial year, with an indexation rate of 2.5% applied to the asset values for the 2024/25 year in accordance with the NSW Rates Reference Manual issued by DPI- Water.

The valuation method is based on determining the Replacement Cost of the modern equivalent (or cost of reproduction where relevant) and then adjusting for the level of consumed future economic benefit and impairment.

In accordance with the depreciation requirements of AASB 116, "complex assets" are componentised and depreciated separately (splitting each component into the short and long life parts). This is consistent with the AASB's May 2015 decision regarding residual value.

Sources of data used when determining revaluations include: Actual construction or purchase prices, mapping evidence, Rawlinson's Construction Guide (or similar), Benchmarking, APV database of recent projects and on-site visits.

Sewer Network - The latest valuation was conducted by APV Valuers during the year 2021/22 financial year, with an indexation rate of 2.5% applied to the asset values for the 2024/25 year in accordance with the NSW Rates Reference Manual issued by DPI- Water.

The valuation method is based on determining the Replacement Cost of the modern equivalent (or cost of reproduction where relevant) and then adjusting for the level of consumed future economic benefit and impairment.

In accordance with the depreciation requirements of AASB 116, "complex assets" are componentised and depreciated separately (splitting each component into the short and long life parts). This is consistent with the AASB's May 2015 decision regarding residual value.

Sources of data used when determining revaluations include: Actual construction or purchase prices, mapping evidence, Rawlinson's Construction Guide (or similar), Benchmarking, APV database of recent projects and on-site visits.

Swimming Pools - The latest valuation was conducted by APV Valuers during the 2024/25 financial year.

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E2-1 Fair value measurement (continued)

The valuation method is based on determining the Replacement Cost of the modern equivalent (or cost of reproduction where relevant) and then adjusting for the level of consumed future economic benefit and impairment.

In accordance with the depreciation requirements of AASB 116, "complex assets" are componentised and depreciated separately (splitting each component into the short and long life parts). This is consistent with the AASB's May 2015 decision regarding residual value.

Sources of data used when determining revaluations include: Actual sales evidence, mapping evidence, Rawlinson's Construction Guide (or similar), Benchmarking, APV database of recent projects and on-site visits.

Other Open Spaces/ Recreational Assets - The latest valuation was conducted by APV Valuers during the 2024/25 financial year. Refer to Swimming Pools above for valuation method and data sources.

Library Books - Same as Plant and Equipment above.

Fair value measurements using significant unobservable inputs (level 3)

b. Significant unobservable valuation inputs used (for level 3 asset classes) and their relationship to fair value.

The following table summarises the quantitative information relating to the significant unobservable inputs used in deriving the various level 3 asset class fair values.

	Valuation technique/s	Unobservable inputs
Infrastructure, property, plant and equipment		
Work in progress	Cost approach	At cost.
Plant and equipment	Cost approach	Gross replacement cost, remaining useful life and residual value
Office equipment	Cost approach	Gross replacement cost, remaining useful life and residual value
Furniture and fittings	Cost approach	Gross replacement cost, remaining useful life and residual value
Operational land	Market value approach	Comparison to other similar land sales/property prices, use of land and land area.
Community land	Market value approach	Use of land, zoning conditions and unit rates per square metre
Crown land	Market value approach	Use of land, zoning conditions and unit rates per square metre
Land improvements – depreciable	Cost approach - depreciated replacement	Unit rates, pattern of consumption and consumption score
Buildings – non specialised	Cost approach - depreciated replacement	Unit rates, pattern of consumption and consumption score
Buildings – specialised	Cost approach - depreciated replacement	Unit rates, pattern of consumption and consumption score
Other structures	Cost approach - depreciated replacement	Unit rates, pattern of consumption and consumption score
Roads	Cost approach - depreciated replacement	Asset condition, relationship between asset consumption rating scale and the level of consumed service potential and unit rate cost.
Bridges	Cost approach - depreciated replacement	Asset condition, relationship between asset consumption rating scale and the level of consumed service potential and unit rate cost.

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E2-1 Fair value measurement (continued)

	Valuation technique/s	Unobservable inputs
Footpaths and kerb	Cost approach - depreciated replacement	Asset condition, relationship between asset consumption rating scale and the level of consumed service potential and unit rate cost.
Bulk earthworks	Cost approach - depreciated replacement	Asset condition, relationship between asset consumption rating scale and the level of consumed service potential and unit rate cost.
Other road assets	Cost approach - depreciated replacement	Asset condition, relationship between asset consumption rating scale and the level of consumed service potential and unit rate cost.
Stormwater drainage	Cost approach - depreciated replacement	Asset condition, relationship between asset consumption rating scale and the level of consumed service potential and unit rate cost.
Water supply network	Cost approach - depreciated replacement	Unit rate cost from market evidence, split between short and long life components, valuation profiles and consumption score.
Sewerage network	Cost approach - depreciated replacement	Unit rate cost from market evidence, split between short and long life components, valuation profiles and consumption score.
Swimming pools	Cost approach - depreciated replacement	Unit rates, pattern of consumption and consumption score.
Other open spaces/recreational assets	Cost approach - depreciated replacement	Unit rates, pattern of consumption and consumption score.
Library books	Cost approach	Gross replacement cost and remaining useful life
Other assets	Cost approach - depreciated replacement	Gross replacement cost and remaining useful life
Tip assets	Cost approach - depreciated replacement	Gross replacement cost and remaining useful life

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E2-1 Fair value measurement (continued)

A reconciliation of the movements in recurring fair value measurements allocated to Level 3 of the hierarchy by class of assets is provided below:

	Plant and equipment		Office equipment		Furniture and fittings		Operational land	
	2025	2024	**2025**	2024	**2025**	2024	**2025**	2024
	$ '000	$ '000	**$ '000**	$ '000	**$ '000**	$ '000	**$ '000**	$ '000
Opening balance	**4,230**	4,926	**429**	451	**41**	51	**8,366**	8,366
Total gains or losses for the period								
Other movements								
Purchases	**421**	292	**28**	121	**–**	–	**–**	–
Disposals	**(28)**	(30)	**–**	–	**–**	–	**–**	–
Depreciation and impairment	**(909)**	(958)	**(141)**	(143)	**(9)**	(10)	**–**	–
Closing balance	**3,714**	4,230	**316**	429	**32**	41	**8,366**	8,366

	Community Land		Crown Land		Land improv-ements		Buildings non specialised	
	2025	2024	**2025**	2024	**2025**	2024	**2025**	2024
	$ '000	$ '000	**$ '000**	$ '000	**$ '000**	$ '000	**$ '000**	$ '000
Opening balance	**1,823**	1,823	**5,205**	5,205	**4,463**	4,341	**17,904**	14,205
Total gains or losses for the period								
Recognised in other comprehensive income – revaluation surplus	**–**	–	**–**	–	**420**	215	**3,022**	695
Other movements								
Purchases	**–**	–	**–**	–	**855**	42	**45**	3,327
Depreciation and impairment	**–**	–	**–**	–	**(141)**	(135)	**(347)**	(323)
Adjustments and transfers	**–**	–	**–**	–	**935**	–	**(6,905)**	–
Closing balance	**1,823**	1,823	**5,205**	5,205	**6,532**	4,463	**13,719**	17,904

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E2-1 Fair value measurement (continued)

	Building specialised		Other structures		Roads		Bridges	
	2025	2024	**2025**	2024	**2025**	2024	**2025**	2024
	$ '000	$ '000	**$ '000**	$ '000	**$ '000**	$ '000	**$ '000**	$ '000
Opening balance	**51,200**	49,175	**20,250**	19,548	**166,603**	186,565	**10,257**	7,610
Total gains or losses for the period								
Recognised in other comprehensive income – revaluation surplus	**6,799**	2,438	**–**	816	**–**	(27,283)	**–**	2,665
Other movements								
Purchases	**1,646**	568	**–**	–	**4,714**	12,138	**–**	50
Depreciation and impairment	**(1,021)**	(981)	**(130)**	(114)	**(4,076)**	(4,817)	**(92)**	(68)
Adjustments and transfers	**5,970**	–	**–**	–	**–**	–	**–**	–
Closing balance	**64,594**	51,200	**20,120**	20,250	**167,241**	166,603	**10,165**	10,257

	Footpaths		Bulk earthworks		Other road assets		Stormwater drainage	
	2025	2024	**2025**	2024	**2025**	2024	**2025**	2024
	$ '000	$ '000	**$ '000**	$ '000	**$ '000**	$ '000	**$ '000**	$ '000
Opening balance	**20,153**	20,871	**33,744**	37,937	**7,220**	4,056	**30,885**	29,465
Total gains or losses for the period								
Recognised in profit or loss – realised (refer to Note B3-3 and B6-1)	**–**	(779)	**–**	–	**–**	(1,619)	**–**	–
Recognised in other comprehensive income – revaluation surplus	**–**	–	**–**	(4,407)	**–**	(663)	**–**	1,193
Other movements								
Purchases	**449**	409	**145**	214	**40**	5,518	**1,785**	628
Depreciation and impairment	**(359)**	(348)	**–**	–	**(112)**	(72)	**(460)**	(401)
Closing balance	**20,243**	20,153	**33,889**	33,744	**7,148**	7,220	**32,210**	30,885

continued on next page ...

E2-1 Fair value measurement (continued)

	Water supply network		Sewerage network		Swimming pools		Other open spaces	
	2025	2024	**2025**	2024	**2025**	2024	**2025**	2024
	$ '000	$ '000	**$ '000**	$ '000	**$ '000**	$ '000	**$ '000**	$ '000
Opening balance	**44,854**	41,868	**36,663**	34,534	**5,552**	5,073	**14,249**	10,879
Total gains or losses for the period								
Recognised in other comprehensive income – revaluation surplus	**1,108**	2,164	**926**	1,769	**194**	280	**1,987**	523
Other movements								
Purchases	**121**	1,691	**1,103**	1,040	**–**	312	**632**	3,593
Disposals	**–**	–	**–**	–	**–**	–	**–**	(285)
Depreciation and impairment	**(902)**	(869)	**(737)**	(680)	**(119)**	(113)	**(537)**	(461)
Closing balance	**45,181**	44,854	**37,955**	36,663	**5,627**	5,552	**16,331**	14,249

	Library books		Tip assets		Total	
	2025	2024	**2025**	2024	**2025**	2024
	$ '000	$ '000	**$ '000**	$ '000	**$ '000**	$ '000
Opening balance	**207**	169	**3,702**	3,622	**488,000**	490,740
Recognised in profit or loss – realised (refer to Note B3-3 and B6-1)	**–**	–	**–**	–	**–**	(2,398)
Recognised in other comprehensive income – revaluation surplus	**–**	–	**–**	–	**14,456**	(19,595)
Purchases	**–**	48	**–**	–	**11,984**	29,991
Disposals	**–**	–	**–**	–	**(28)**	(315)
Depreciation and impairment	**–**	(10)	**–**	(200)	**(10,092)**	(10,703)
Adjustments and transfers	**–**	–	**–**	280	**–**	280
Closing balance	**207**	207	**3,702**	3,702	**504,320**	**488,000**

Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

E3-1 Contingencies

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's financial report.

1. Guarantees

(i) Defined benefit superannuation contribution plans
Council participates in an employer-sponsored defined benefit superannuation scheme, and makes contributions as determined by the superannuation scheme's trustees.

Member councils bear responsibility of ensuring there are sufficient funds available to pay out the required benefits as they fall due.

The Local Government Superannuation Scheme however is unable to provide Council with an accurate estimate of its share of the net deficit and accordingly Council has not recorded any net liability from its defined benefit scheme obligations in accordance with AASB 119.

Future contributions made to the defined benefit scheme to rectify the net deficit position will be recognised as an expense when they become payable – similar to the accounting for defined contributions plans.

Member councils are treated as Pooled Employers for the purpose of AASB119. Pooled Employers are required to pay future service employer contributions and past service employer contributions to the Fund.

The future service employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current future service employer contribution rates are:

Division B	1.9 times employee contributions for non-180 Point members Nil for 180 Point Members*
Division C	2.5% salaries
Division D	1.64 times employee contributions

*For 180 Point Members, Employers are required to contribute 9.5% of salaries from 1 July 2025 to these members' accumulation accounts in line with current level Superannuation Guarantee contributions, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of total past service contributions of $20.0 million per annum for 1 January 2022 to 31 December 2024, apportioned according to each employer's share of the accrued liabilities as at 30 June. Given the funding position of the Fund as at 30 June 2024, it was recommended to cease these past service contributions effective 1 January 2025.

The adequacy of contributions is assessed at each actuarial investigation which will be conducted annually, the next of which is due effective 30 June 2025.

As stated above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding past service contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of the entity.

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

There is no provision for allocation of any surplus which may be present at the date of withdrawal of an employer.

The plan is a defined benefit plan. However, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses (to the extent that they are not borne by members). As such, there is not sufficient reliable information to allow each sponsoring employer to account for its proportionate share of the defined benefit obligation, sub-group assets and costs associated with the sub-group in the same way as it would for a single employer sponsored defined benefit plan.

The amount of Council employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense and disclosed as part of superannuation expenses at Note B3-1 for the year ending 30 June 2025 was $132,884.28.

The last valuation of the scheme was performed by Mr Richard Boyfield FIAA as at 30 June 2024.

continued on next page ...

E3-1 Contingencies (continued)

Council's expected contribution to the Fund for the next annual reporting period is $43,004.15.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2025 is:

Employer reserves only *	$millions	Asset Coverage
Assets	2,197.6	
Past Service Liabilities	2,092.0	105%
Vested Benefits	2,130.4	103.2%

* excluding other accumulation accounts and reserves in both assets and liabilities.

The key economic long-term assumptions used to calculate the present value of accrued benefits are:

Investment return	6.0% per annum
Salary inflation	3.5% per annum
Increase in CPI	2.5% per annum

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group.

Please note that the estimated employer reserves financial position above is a preliminary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of year review will be completed by December 2025.

An employer's share of any funding surplus or deficit (see cover letter) that can be attributed to each organisation provides an indication of the level of participation of that employer compared with other employers in the Pooled Employer sub-group. Given the
funding position of the Fund as at 30 June 2024, it was recommended that these past service contributions cease effective 1 January 2025.

(ii) Statewide Limited
Council is a member of Statewide Mutual, a mutual pool scheme providing liability insurance to local government.

Membership includes the potential to share in either the net assets or liabilities of the fund depending on its past performance. Council's share of the net assets or liabilities reflects Council's contributions to the pool and the result of insurance claims within each of the fund years.

The future realisation and finalisation of claims incurred but not reported to 30 June 2025 may result in future liabilities or benefits as a result of past events that Council will be required to fund or share in respectively.

(iii) StateCover Limited

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

(iv) Other guarantees
Council has provided no other guarantees other than those listed above.

(v) Third party claims
The Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its insurance coverage and does not expect any material liabilities to eventuate.

continued on next page ...

E3-1 Contingencies (continued)

(vi) Potential land acquisitions due to planning restrictions imposed by Council
Council has classified a number of privately owned land parcels as local open space or bushland.

As a result, where notified in writing by the various owners, Council will be required to purchase these land parcels.

At reporting date, reliable estimates as to the value of any potential liability (and subsequent land asset) from such potential acquisitions has not been possible.

ASSETS NOT RECOGNISED

(i) Land under roads

As permitted under AASB 1051, Council has elected not to bring to account land under roads that it owned or controlled up to and including 30/6/08.

F People and relationships

F1 Related party disclosures

F1-1 Key management personnel (KMP)

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

	2025	2024
	$ '000	$ '000
Compensation:		
Short-term benefits	**935**	1,128
Post-employment benefits	**92**	81
Other long-term benefits	**28**	115
Termination benefits	**7**	194
Total	**1,062**	1,518

F1-2 Councillor and Mayoral fees and associated expenses

	2025 $ '000	2024 $ '000
The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:		
Mayoral fee	**30**	28
Councillors' fees	**118**	119
Other Councillors' expenses (including Mayor)	**21**	48
Total	**169**	195

F1-3 Other related parties

	Ref	Transactions during the year $ '000	Outstanding balances including commitments $ '000	Impairment provision on outstanding balances $ '000	Impairment expense $ '000
2025					
Other	1	**2**	**–**	**–**	**–**
2024					
Other	1	–	–	–	–

1 A company in which a member of KMP is a patner provided training services to Council.

F2 Other relationships

F2-1 Audit fees

	2025 $ '000	2024 $ '000
During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms		
Auditors of the Council - NSW Auditor-General:		
(i) Audit and other assurance services		
Audit and review of financial statements	**103**	95
Total audit fees	**103**	95

G Other matters

G1-1 Statement of Cash Flows information

Reconciliation of Operating Result

	2025 $ '000	2024 $ '000
Net operating result from Income Statement	**1,214**	16,230
Add / (less) non-cash items:		
Depreciation and amortisation	**10,632**	11,008
(Gain) / loss on disposal of assets	**(171)**	227
Losses/(gains) recognised on fair value re-measurements through the P&L:		
– Revaluation decrements / impairments of IPP&E direct to P&L	**–**	2,398
Unwinding of discount rates on reinstatement provisions	**–**	1
Movements in operating assets and liabilities and other cash items:		
(Increase) / decrease of receivables	**3,207**	(3,916)
Increase / (decrease) in provision for impairment of receivables	**21**	(409)
(Increase) / decrease of other current assets	**(34)**	121
(Increase) / decrease of contract asset	**–**	1,544
Increase / (decrease) in payables	**162**	(750)
Increase / (decrease) in other accrued expenses payable	**(282)**	(1,310)
Increase / (decrease) in other liabilities	**440**	(40)
Increase / (decrease) in contract liabilities	**(1,738)**	(4,535)
Increase / (decrease) in employee benefit provision	**(34)**	(115)
Increase / (decrease) in other provisions	**2,808**	280
Net cash flows from operating activities	**16,225**	20,734

G2-1 Commitments

Capital commitments (exclusive of GST)

	2025 $ '000	2024 $ '000
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:		
Property, plant and equipment		
Buildings	**55**	–
Water infrastructure	**7**	–
Roads	**71**	34
Other Infrastructure	**65**	56
Total commitments	**198**	90
These expenditures are payable as follows:		
Within the next year	**198**	180
Total payable	**198**	180

Details of capital commitments
Commitments exist for various projects including the Museum refurbishment, North Deniliquin levee upgrade, roads, water and sewer projects.

G3-1 Events occurring after the reporting date

Council is unaware of any material or significant events that should be disclosed.

G4 Statement of developer contributions

G4-1 Summary of developer contributions

	Opening balance at 1 July 2024	Contributions received during the year			Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2025	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other					
	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000
Roads	11	–	–	–	–	–	–	11	–
Parking	8	–	–	–	–	–	–	8	–
Open space	4	–	–	–	–	–	–	4	–
Community facilities	9	–	–	–	–	–	–	9	–
Other	1	–	–	–	–	–	–	1	–
S7.11 contributions – under a plan	33	–	–	–	–	–	–	33	–
Total S7.11 and S7.12 revenue under plans	33	–	–	–	–	–	–	33	–
S7.11 not under plans	6	–	–	–	–	–	–	6	–
S7.4 planning agreements	80	–	–	–	–	–	–	80	–
Total contributions	119	–	–	–	–	–	–	119	–

Under the *Environmental Planning and Assessment Act 1979*, local infrastructure contributions, also known as developer contributions, are charged by councils when new development occurs. They help fund infrastructure like parks, community facilities, local roads, footpaths, stormwater drainage and traffic management. It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

G4-2 Developer contributions by plan

	Opening balance at 1 July 2024	Contributions received during the year			Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2025	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other					
	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000
S7.11 contributions – under a plan									
CONTRIBUTION PLAN (former Deniliquin)									
Roads	11	–	–	–	–	–	–	11	–
Parking	8	–	–	–	–	–	–	8	–
Open space	4	–	–	–	–	–	–	4	–
Community facilities	9	–	–	–	–	–	–	9	–
Other	1	–	–	–	–	–	–	1	–
Total	33	–	–	–	–	–	–	33	–

	Opening balance at 1 July 2024	Contributions received during the year			Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2025	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other					
	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000	$ '000

G4-3 S7.4 planning agreements

S7.4 planning agreements									
Kerb & Gutter Road Contribution	80	–	–	–	–	–	–	**80**	–
Total	80	–	–	–	–	–	–	**80**	–

End of the audited financial statements

H Additional Council disclosures (unaudited)

H1-1 Council information and contact details

Principal place of business:
180 Cressy Street
Deniliquin NSW 2710

Contact details

Mailing Address:
PO Box 270
Deniliquin NSW 2710

Telephone: 03 5898 3000
Facsimile: 03 5898 3029

Opening hours:
8.30am to 5.00pm
Monday to Friday

Internet: www.edwardriver.nsw.gov.au
Email: council@edwardriver.nsw.gov.au

Officers

Chief Executive Officer
Jack Bond

Responsible Accounting Officer
David Mead

Auditors
Audit Office NSW
Level 19, Tower 2 Darling Park
201 Sussex St
Sydney NSW 2000

Elected members

Mayor
Cr Ashley Hall

Councillors
Cr Kellie Crossley - Deputy Mayor
Cr Craig Druitt
Cr Frank Schofield
Cr Leanne Mulham
Cr Shirlee Burge
Cr Ken Bates
Cr Linda Fawns
Cr Shannon Sampson

Other information

ABN: 90 407 359 958

Edward River Council

General Purpose Financial Statements
for the year ended 30 June 2025

Independent Auditor's Reports:

On the Financial Statements (Sect 417 [2])

Independent Auditor's Report

Please uplift Council's Audit Report PDF (opinion) for inclusion in the GPFS report (via the Home screen).

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Edward River Council

General Purpose Financial Statements
for the year ended 30 June 2025

Independent Auditor's Reports: (continued)

On the Financial Statements (Sect 417 [3])

Independent Auditor's Report

Please uplift Council's Audit Report PDF (commentary) for inclusion in the GPFS report (via the Home screen).

Attachment 2 - DRAFT_Annual_Financial_Statements-SPFS-2025

Edward River Council

SPECIAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2025

Edward River Council

Special Purpose Financial Statements

for the year ended 30 June 2025

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Background

i. These Special Purpose Financial Statements have been prepared for the use by both Council and the Office of Local Government in fulfilling their requirements under National Competition Policy.

ii. The principle of competitive neutrality is based on the concept of a 'level playing field' between persons/entities competing in a market place, particularly between private and public sector competitors.

Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.

iii. For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.

These include **(a)** those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and **(b)** those activities with a turnover of more than $2 million that Council has formally declared as a business activity (defined as Category 1 activities).

iv. In preparing these financial statements for Council's self-classified Category 1 businesses and ABS-defined activities, councils must **(a)** adopt a corporatisation model and **(b)** apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council's borrowing position by comparison with commercial rates).

Edward River Council

Special Purpose Financial Statements

for the year ended 30 June 2025

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement *'Application of National Competition Policy to Local Government'*,
- the Division of Local Government Guidelines *'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality'*,
- the Local Government *Code of Accounting Practice and Financial Reporting*,
- the NSW Office of *Water Best-Practice Management of Water and Sewerage Guidelines.*

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 16 September 2025.

Ashley Hall
Mayor
16 September 2025

Kellie Crossley
Deputy Mayor
16 September 2025

Jack Bond
General Manager
16 September 2025

David Mead
Responsible Accounting Officer
16 September 2025

Edward River Council

Income Statement of water supply business activity

for the year ended 30 June 2025

	2025 $ '000	2024 $ '000
Income from continuing operations		
Access charges	**1,667**	1,580
User charges	**2,323**	1,868
Interest and investment income	**264**	245
Grants and contributions provided for operating purposes	**173**	96
Reversal of revaluation decrements of IPPE previously expensed	**–**	–
Other income	**24**	4
Total income from continuing operations	**4,451**	3,793
Expenses from continuing operations		
Employee benefits and on-costs	**479**	701
Materials and services	**1,500**	1,707
Depreciation, amortisation and impairment	**904**	871
Total expenses from continuing operations	**2,883**	3,279
Surplus (deficit) from continuing operations before capital amounts	**1,568**	514
Grants and contributions provided for capital purposes	**228**	–
Surplus (deficit) from continuing operations after capital amounts	**1,796**	514
Surplus (deficit) from all operations before tax	**1,796**	514
Less: corporate taxation equivalent (25%) [based on result before capital]	**(392)**	(129)
Surplus (deficit) after tax	**1,404**	385
Plus opening accumulated surplus	**43,655**	43,142
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	**392**	128
Closing accumulated surplus	**45,451**	43,655
Return on capital %	**3.5%**	1.1%
Subsidy from Council	**309**	1,418
Calculation of dividend payable:		
Surplus (deficit) after tax	**1,404**	385
Less: capital grants and contributions (excluding developer contributions)	**(228)**	–
Surplus for dividend calculation purposes	**1,176**	385
Potential dividend calculated from surplus	**588**	193

Edward River Council

Income Statement of sewerage business activity

for the year ended 30 June 2025

	2025 $ '000	2024 $ '000
Income from continuing operations		
Access charges	**3,601**	3,417
User charges	**351**	334
Fees	**21**	35
Interest and investment income	**325**	285
Grants and contributions provided for operating purposes	**144**	83
Other income	**8**	27
Reversal of revaluation decrements of IPPE previously expensed	**–**	–
Total income from continuing operations	**4,450**	4,181
Expenses from continuing operations		
Employee benefits and on-costs	**762**	773
Materials and services	**1,197**	1,288
Depreciation, amortisation and impairment	**738**	681
Total expenses from continuing operations	**2,697**	2,742
Surplus (deficit) from continuing operations before capital amounts	**1,753**	1,439
Surplus (deficit) from continuing operations after capital amounts	**1,753**	1,439
Surplus (deficit) from all operations before tax	**1,753**	1,439
Less: corporate taxation equivalent (25%) [based on result before capital]	**(438)**	(360)
Surplus (deficit) after tax	**1,315**	1,079
Plus opening accumulated surplus	**41,410**	39,972
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	**438**	360
Closing accumulated surplus	**43,163**	41,411
Return on capital %	**4.7%**	3.9%
Subsidy from Council	**–**	145
Calculation of dividend payable:		
Surplus (deficit) after tax	**1,315**	1,079
Surplus for dividend calculation purposes	**1,315**	1,079
Potential dividend calculated from surplus	**657**	540

Edward River Council

Statement of Financial Position of water supply business activity
as at 30 June 2025

	2025 $ '000	2024 $ '000
ASSETS		
Current assets		
Cash and cash equivalents	**3,089**	464
Investments	**5,333**	5,333
Receivables	**667**	571
Other	**27**	35
Total current assets	**9,116**	6,403
Non-current assets		
Infrastructure, property, plant and equipment	**45,122**	44,919
Total non-current assets	**45,122**	44,919
Total assets	**54,238**	51,322
LIABILITIES		
Current liabilities		
Payables	**137**	118
Total current liabilities	**137**	118
Total liabilities	**137**	118
Net assets	**54,101**	51,204
EQUITY		
Accumulated surplus	**45,451**	43,655
IPPE revaluation surplus	**8,650**	7,549
Total equity	**54,101**	51,204

Edward River Council

Statement of Financial Position of sewerage business activity
as at 30 June 2025

	2025 $ '000	2024 $ '000
ASSETS		
Current assets		
Cash and cash equivalents	**7,373**	5,044
Investments	**2,134**	2,134
Receivables	**316**	268
Total current assets	**9,823**	7,446
Non-current assets		
Infrastructure, property, plant and equipment	**37,023**	36,834
Total non-current assets	**37,023**	36,834
Total assets	**46,846**	44,280
LIABILITIES		
Current liabilities		
Payables	**144**	256
Total current liabilities	**144**	256
Total liabilities	**144**	256
Net assets	**46,702**	44,024
EQUITY		
Accumulated surplus	**43,163**	41,411
IPPE revaluation surplus	**3,539**	2,613
Total equity	**46,702**	44,024

Note – Material accounting policy information

A statement summarising the supplemental accounting policies adopted in the preparation of the special purpose financial statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by Council and the Office of Local Government. For the purposes of these statements, the Council is a non-reporting not-for-profit entity.

The figures presented in these special purpose financial statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these special purpose financial statements have been prepared in accordance with the *Local Government Act 1993* (Act), the *Local Government (General) Regulation 2021* (Regulation) and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, fair value of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government. The framework for its application is set out in the June 1996 NSW Government Policy statement titled 'Application of National Competition Policy to Local Government'. *The Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality* issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard for disclosure requirements. These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, and returns on investments (rate of return and dividends paid).

Declared business activities

In accordance with *Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality,* Council has declared that the following are to be considered as business activities:

Category 1

(where gross operating turnover is over $2 million)

a. Water business activity

b. Sewer business activity

Category 2

(where gross operating turnover is less than $2 million)

Nil

Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations just like all other costs.

However, where Council does not pay some taxes which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in Special Purpose Financial Statements.

For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

Notional rate applied (%)

continued on next page ...

Note – Material accounting policy information (continued)

Corporate income tax rate – **25%** (LY 25%)

Land tax – the first $1,075,000 of combined land values attracts **0%**. For the combined land values in excess of $1,075,000 up to $6,571,000 the rate is **$100 + 1.6%**. For the remaining combined land value that exceeds $6,571,000 a premium marginal rate of **2.0%** applies.

Payroll tax – **5.45%** on the value of taxable salaries and wages in excess of $1,200,000.

In accordance with DCCEEW's regulatory and assurance framework, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities.

The payment of taxation equivalent charges, referred to in the regulatory and assurance framework as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the Act.

Achievement of substantial compliance to DCCEEW's regulatory and assurance framework is not a prerequisite for the payment of the tax equivalent charges; however the payment must not exceed $3 per assessment.

Income tax

An income tax equivalent has been applied on the profits of the business activities.

Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested.

Accordingly, the return on capital invested is set at a pre-tax level - gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the corporate income tax rate, currently 25%.

Income tax is only applied where a gain/ (loss) from ordinary activities before capital amounts has been achieved.

Since the taxation equivalent is notional – that is, it is payable to Council as the 'owner' of business operations - it represents an internal payment and has no effect on the operations of the Council. Accordingly, there is no need for disclosure of internal charges in the SPFS.

The rate applied of 25% is not the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

Local government rates and charges

A calculation of the equivalent rates and charges for all Category 1 businesses has been applied to all assets owned, or exclusively used by the business activity.

Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that Council business activities face 'true' commercial borrowing costs in line with private sector competitors. In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

(i) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed. Subsidies occur where Council provides services on a less than cost recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations. The overall effect of subsidies is contained within the Income Statements of business activities.

(ii) Return on investments (rate of return)

The NCP policy statement requires that councils with Category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'.

Funds are subsequently available for meeting commitments or financing future investment strategies. The rate of return is disclosed for each of Council's business activities on the Income Statement.

continued on next page ...

Note – Material accounting policy information (continued)

The rate of return is calculated as follows:

$$\frac{\text{Operating result before capital income + interest expense}}{\text{Written down value of I,PP\&E as at 30 June}}$$

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 4.30% at 30/6/24.

(iii) Dividends

Council is not required to pay dividends to either itself (as owner of a range of businesses) or to any external entities.

Local government water supply and sewerage businesses are permitted to pay an annual dividend from its water supply or sewerage business surplus.

Each dividend must be calculated and approved in accordance with the Department of Industry – Water guidelines and must not exceed:

- 50% of this surplus in any one year, or
- the number of water supply or sewerage assessments at 30 June 2025 multiplied by $30 (less the payment for tax equivalent charges, not exceeding $3 per assessment).

In accordance with the Department of Industry – Water guidelines a Dividend Payment form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are required to be submitted to the Department of Industry – Water.

Edward River Council

Special Purpose Financial Statements
for the year ended 30 June 2025

Independent Auditor's Report

Please upift Council's Audit Report PDF (opinion) for inclusion in the SPFS report (via the Home screen).

11.4. DELEGATIONS OF AUTHORITY PART 1

Author: Helen Rose, Manager Governance Risk Safety

Authoriser: Nathan Holahan, Director Corporate Services

RECOMMENDATION

That Council:

1. Adopt the updated Delegations of Authority Part 1 (Council to Mayor, Committees, Other Bodies and CEO); and
2. Note that the Delegations of Authority Part 2 (General Manager to Staff) will be reviewed and approved by the Chief Executive Officer.

COMMUNITY STRATEGIC PLAN

5. Leadership: Accountable Civic Leaders

5.6 Good Corporate Governance

BACKGROUND

Under the *Local Government Act 1993* (the Act), Councils must review all its delegations within 12 months of each term of office.

Councils may, by resolution, delegate to the CEO or any other person or body (but not an employee of the council other than the CEO) any of the functions of the council other than those referred to in section 377 of the LGA. The CEO may, in turn, sub-delegate a function delegated to them by Council to any person of body (including another employee of council).

The Delegations of Authority Part 1, provides in detail the delegations of Council to the CEO under s 380 and s 377 of The Act. Delegations of Authority Part 2 (CEO to Staff) outlines the prescribed delegations under s 378 of The Act.

377 General power of the council to delegate

> (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following-
>
> (1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if-
>
> (2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.
>
> (3) A council may delegate functions to a joint organisation only with the approval, by resolution, of the board of the joint organisation.

378 Delegations by the general manager (CEO)

> (1) The general manager may delegate any of the functions of the general manager, other than this power of delegation.

(2) The general manager may sub-delegate a function delegated to the general manager by the council to any person or body (including another employee of the council).

(3) Subsection (2) extends to a function sub-delegated to the general manager by the council under section 377(2).

PROPOSAL/DISCUSSION

A review of the Delegations of Authority Part 1 has been completed for Council's consideration and adoption.

Of reference to Councillors are the changes or updates as prescribed below:

- All references to General Manager are now amended to Chief Executive Officer (CEO).
- Regulation 400 of the Local Government (General) Regulations 2005 has now been repealed as at 1 September 2025 under the subordinate Legislation Act 1989 on this date
- The Delegations of Mayor, under section 226 *Role of Mayor,* duties involving the CEO have been highlighted and included.
- Delegations to the Mayor has been updated to include reference to Model Code of Meeting Practice for Local Councils.
- The 'Delegation of Committees to Council' pursuant to s 355 of the Act only refers to the Australian Day Committee who has been endorsed by Council as a s 355 Committee. Previous listed committees have been removed.

Part B Staffing Matters

- S 337 of The Act has been repealed.
- Approve Leave includes approved leave for ATSI entitled to one public holiday during NAIDOC week to participate in National Aboriginal and Islander Day celebrations.
- Conflict of Interest included.

PART C Governance

- Signing of contracts and agreements - Regulation 400 of the Local Government (General) Regulations 2005 has now been repealed as at 1 September 2025 under the subordinate Legislation Act 1989 on this date

RISK AND IMPLICATIONS

6.1 Legislative and Policy

Local Government Act 1993 (The Act) s 377, s380

Local Government Regulations

Post Election Guide - Office Local Government

6.2 Financial

This is currently budgeted.

6.3 Community Engagement/Consultation

NA

6.4 Work Health & Safety

The Delegations of Authority Part 1 and Part 2 provide governance and compliance under the required legislative requirements.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

Delegations of Authority - Part 1 - Council to Mayor, Committees, Other Bodies and CEO

Delegations of Authority - Part 1 - Council to Mayor, Committees, Other Bodies and CEO with tracked changes

Delegations Of Authority - Part 2 - CEO to Staff

Attachment 1 - ECM_52764_v8_Delegations of Authority - Part 1 - Council to Mayor, Committees, Other Bodies and General Manager- v8(1)

Edward River COUNCIL

Register of Delegations

Part 1

Delegation to the Mayor, Committees, Other Bodies and Chief Executive Officer (CEO)

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Version: 8 Version Date: 16/09/2025

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Edward River Council at its meeting of 19 October 2017, and in accordance with section 377 of the *Local Government Act 1993*, resolved to delegate its powers, authorities, duties and functions as set out in *Register of Delegations Part 1: Delegation to the Mayor, Council Committees, General Manager, and other bodies. This has since been updated to reflect changes to legislation, regulations and/or staffing (Resolutions 2018/152 regarding Part 2, 2018/280, 2018/286 rescinding earlier versions and this current version at Council's meeting of 16 July 2020 (Resolution 2020/135) and 15 July 2021 (Resolution 2021/95).*

All Council delegations contained in Part 1 are subject to the following limitations:

1. The delegated power, authority, duty or function being performed in accordance with Council policy;
2. The delegated power, authority, duty or function being performed in accordance with the Law.

The delegations of Council will remain in force until they are revoked or amended by a resolution of the Council.

The Council notes that the CEO may delegate his or her powers, authorities, duties and functions at his or her discretion. The CEO's delegations to Council employees will form *Register of Delegations Part 2: Delegations to Council Employees by the CEO* and remain in force until they are revoked or amended by the CEO.

Section 380 of the Local Government Act 1993 provides that Council's delegations are required to be reviewed during the first 12 months of each term of office.
All references previously to General Manager are now CEO (Chief Executive officer) with the exception of reference to legislation that states General Manager. In these instances, General Manager is to be referred to as CEO in this document.

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Delegation of Functions

Section 377 General Power of The Council to Delegate

Section 377 of the Local Government Act 1993 (the "Act") provides:

(1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following:
- a) the appointment of a general manager,
- b) the making of a rate,
- c) a determination under section 549 as to the levying of a rate,
- d) the making of a charge,
- e) the fixing of a fee,
- f) the borrowing of money,
- g) the voting of money for expenditure on its works, services or operations,
- h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
- i) the acceptance of tenders to provide services currently provided by members of staff of the council,
- j) the adoption of an operational plan under section 405,
- k) the adoption of a financial statement included in an annual financial report,
- l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
- m) the fixing of an amount or rate for the carrying out by the council of work on private land,
- n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
- o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the *Environmental Planning and Assessment Act 1979* ,
- p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,
- q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
- r) a decision under section 234 to grant leave of absence to the holder of a civic office,
- s) the making of an application, or the giving of a notice, to the Governor or Minister,
- t) this power of delegation,
- u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.

(1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if:
- a) the financial assistance is part of a specified program, and
- b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
- c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
- d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.

(2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.

(3) A council may delegate functions to a joint organisation only with the approval, by resolution, of the board of the joint organisation.

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Section 378 Delegations by the General Manager

(1) The general manager may delegate any of the functions of the general manager, other than this power of delegation.

(2) The general manager may sub-delegate a function delegated to the general manager by the council to any person or body (including another employee of the council).

(3) Subsection (2) extends to a function sub-delegated to the general manager by the council under section 377(2).

Section 379 Delegation of Regulatory Functions

(1) A regulatory function of a council under Chapter 7 must not be delegated or sub-delegated to a person or body other than

(a) a committee of the council of which all the members are councillors or of which all the members are either councillors or employees of the council, or
(b) an employee of the council, or
(c) a county council, or
(d) a joint organisation.

(2) A regulatory function of a county council under Chapter 7 must not be delegated or sub-delegated to a person or body other than

(a) a committee of the county council of which all the members are members of the county council or of which all the members are either members of the county council or employees of the county council, or
(b) an employee of the county council, or
(c) a council.

(2A) A council may delegate a regulatory function to a joint organisation only with the approval, by resolution, of the board of the joint organisation.

(3) However, if
(a) a regulatory function is delegated to a county council, the function may be delegated to the general manager and by the general manager to an employee of the county council, or
(b) a regulatory function is delegated to a council, the function may be delegated to the general manager and by the general manager to an employee of the council, or
(c) a regulatory function is delegated to a joint organisation; the function may be delegated to the executive officer and by the executive officer to an employee of the joint organisation.

Section 380 Review of delegations

Each council must review all its delegations during the first 12 months of each term of office.

Section 381 Exercise of functions conferred or imposed on council employees under other Acts

(1) If, under any other Act, a function is conferred or imposed on an employee of a council or on the mayor or a councillor of a council, otherwise than by delegation in accordance with this section, the function is taken to be conferred or imposed on the council.

(2) Such a function may be delegated by the council in accordance with this Part.

(3) A person must not, under any other Act, delegate a function to--

- the general manager, except with the approval of the council
- an employee of the council, except with the approval of the council and the general manager.

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Delegation to the Mayor

The Mayor, and in the absence of the Mayor, the Deputy Mayor for the period of the Mayor's absence, is delegated authority under section 377 of the Act to exercise and/or perform on behalf of the Council the following powers, authorities, duties and functions:

1. **Powers or duties under Local Government Act 1993**
   To give effect to the law, Council's adopted policies, resolutions and directions, provided that such delegation is not sub-delegated without the specific approval of the Council or as prescribed under the Act.

2. **Powers or duties under other Legislation**
   If, under any other legislation other than the *Local Government Act 1993*, a function is conferred or imposed on the Mayor of Council, the function is taken to be conferred or imposed on the Council and the Mayor of the Council has delegated authority to exercise and/or perform on behalf of the Council the powers, authorities, duties and functions as prescribed under that other legislation.

3. **Preside at meetings and functions of Council**
   To preside at all meetings of the Council, committees, community committees and public meetings convened by the Council at which the Mayor is present, unless the Council otherwise appoints another Councillor or person to perform this function. To ensure the Code of Meetings is adhered to in line with ?

4. **Represent Council – Government and other forums**
   To represent the Council, in conjunction with the CEO, in deputations to government, inquires and other forums where it is appropriate that the Mayor should present the Council's position.

5. **Role of Mayor**
   S226 'Role of the Mayor *Local Government Act 1993 outlines the role of the Mayor and is inclusive of key aspects*
   - **role to promote partnerships with key stakeholders and council, ensuring adequate opportunities and mechanisms for engagement between Council and local community*
   - *;represent the council on regional organisations and at inter-governmental forums at regional State and Commonwealth level; in collaboration with the CEO ensure opportunities. (* Local Government Act 1993 - S226 Role of mayor)

   Th regulation S400 is repealed as of 1 September 2025 under the Subordinate legislation Act 1989 on this date.

6. **Media releases**
   To make media statements and issue press releases in respect of Council resolutions/recommendations and decisions. The Mayor may delegate this function to the Deputy Mayor, a specific Councillor, or the General Manager as he or she may determine.

7. **Urgent Works**
   To authorise work, not approved in the Operational Plan, which in the Mayor's opinion is urgent, at a cost not exceeding $20,000 except in the case of a Bush Fire Emergency where the limit is $50,000.

   For the purpose of this delegation, "urgent work" refers to matters requiring immediate attention of the Mayor or General Manager and decision making due to situational factors that may have occurred and relates to:

   - Natural disasters or events affecting the implementation of Council's Business Continuity Plan (BCP);
   - Significant public liability issues;
   - Work Health and Safety of elected officials;
   - Incidents involving Council owned or operated property; or
   - Pandemic

   This delegation is to be only exercised in consultation with the CEO and is to be the subject of a report to the next available Council Meeting.

8. **General authority of Council between meetings and during a Recess Period**

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Where there are grounds to support that a decision of the elected Council cannot be delayed between scheduled meetings of the Council or during a Recess Period, to exercise the functions of the elected Council, other than:

- The functions reserved by the elected Council itself in accordance with Section 377 of the Act;
- Those powers and functions delegated to the CEO.

9. Supervision

To monitor the CEOin the exercise of the CEO's powers, duties and functions.

10. Leave

Consider and approve or otherwise applications of leave submitted by the CEO provided that the leave does not exceed 10 weeks in duration. Leave applications by the CEO in excess of 10 weeks to be referred to council for determination.

11. Professional Development

Approve the attendance of the CEO to any seminar, conference or course provided that if it is within the existing adopted budget. If it falls outside existing budget, only in extenuating or urgent circumstances and with the concurrence of the Deputy Mayor.

12. Expulsion from Council Meetings

Pursuant to the Local Government Act 1993, exercise the power of expulsion from meetings of council.

13. Claims Against Council

With the concurrence of the CEO, approve the settlement of claims against Council, in excess of $150,000 but not exceeding $500,000 where the Mayor and CEOare both satisfied that the Council's interests would be best served by avoiding the matter being determined by a court, other person or body.

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Delegation to Committees of Council

Council refers to community management Committees as s355 Committees. Section 355 is the section of the Local Government Act, 1993 that allows Council to delegate some of its functions to a Committee of Council. Along with Section 377 (if they are vested with the care, control and management of Council assets, Council uses this delegation to appoint community people to manage facilities or functions. Under guidelines of the OLG (office Local Government) Committees should be able to demonstrate clear links with the goals of the council's Delivery Program, while meeting required standards of governance; ensure the committees are fit for purpose, functions and expenditure align with the goals of the Delivery Program.

- Australia Day Committee

Delegation to the Chief Executive Officer (CEO)

Pursuant to the powers conferred on Council by Section 377 of the Local Government Act 1993, the Council hereby delegates to the CEO all of the functions, powers, duties and authorities of the Council that it may lawfully delegate under the Local Government Act 1993, any other Act, Regulation, instrument, rule or the like (including any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like), subject to the following:

- Other than those functions prescribed in Section 377 (1) of the Local Government Act 1993 as functions which may not be delegated
- The delegation will remain in force until otherwise revised or revoked by resolution of Council
- Any function that is delegated by the Council may, notwithstanding the delegation, still be exercised by the Council
- The CEO will exercise the functions, powers, duties and authorities delegated in accordance with and subject to the provisions of any legislation and in accordance with relevant policies of Council.

If a function is conferred or imposed on an employee of the Council under any other legislation, the function is deemed to be conferred or imposed on the Council and is delegated to the CEO.

Specific information on the CEO's delegations is set out below:

Part A – Financial Matters	
1.	**Obtain Quotations and Authorise Purchase Orders** To obtain quotations, authorise the purchase of, and issue official orders for goods, works and services required for the functioning of the Council and to incur expenditure for such goods, works and services provided that due provision has been made in the approved budget for the incurring of such expenditure or the incurring of such expenditure is otherwise authorised by council policy or Council resolution.
2.	**Authorise Payment of Salaries and Wages** To authorise the payment of salaries and wages.
3.	**Payment of Contractors and Creditors** To approve, withhold? or refuse payment to contractors and creditors.
4.	**Bank account maintenance** To act as a signatory to a bank account maintained by Council and to appoint other signatories as necessary.
5.	**Approve Electronic Funds Transfers (EFT), Direct Debits and Sign and Countersign Cheques drawn on Council's Bank Account** To approve Electronic Funds Transfers (EFT), Direct Debits and sign or countersign cheques drawn on Council's bank accounts.

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6.	**Check and Certify the Annual Statutory Accounts** To check and certify statutory accounts against the Council records.
7.	**Authorise Expenditure for Urgent Works** To authorise work, not approved in the Operational Plan, which in the General Manager's opinion is urgent, at a cost not exceeding $20,000 increase $50,000 ??except in the case of a Bush Fire Emergency where the limit is increase $100,000? . For the purpose of this delegation, "urgent work" refers to matters requiring immediate attention of the Mayor or General Manager and decision making due to situational factors that may have occurred and relates to: · Natural disasters or events affecting the implementation of Council's Business Continuity Plan (BCP); · Significant public liability issues; · Work Health and Safety of elected officials; · Incidents involving Council owned or operated property; or · Pandemic This delegation is to be only exercised in consultation with the Mayor and is to be the subject of a report to the next available Council Meeting.
8.	**Security deposits/bonds – determine terms and conditions** To determine the terms and conditions of a security deposit or bond.
9.	**Lodgement of a Cash Bond or Bank Guarantee** The authority to require the lodgement of a cash bond or bank guarantee.
10.	**Disposition of bank guarantees** To accept payment of security, by way of either a deposit or bank guarantee, authorise the drawing of monies paid as security and authorise the release of any payment security for all other guarantees except those related to a condition imposed by development consent.
11.	**Security deposits/bonds – drawing of monies** To approve the refund/drawing of monies held in security deposit or bond.
12.	**Overdraft Limit** To negotiate Council's overdraft limit.
13.	**Sale or Disposal of Materials or Equipment** To sell old materials, spoilt or obsolete equipment.
14.	**Debt Write Off** To authorise the writing off uncollectible debts (for charges and sundry debtors) up to a maximum amount of $2,000 per individual debt.
15.	**Issue Accounts** To authorise the issue of accounts for services provided by Council.
16.	**Borrowings** To authorise application for borrowings from financial institutions at the direction of Council and subject to a resolution of Council to approve this application.
17.	**To Engage Consultants** Within authorised budget amounts to engage consultants to assist with Council projects, Internal Audits, and Service reviews subject to compliance with the Act and the law.
18.	**Investment of Money** Arrange the investment of money that is not presently required by the Council in a form of investments notified by order of the Minister and published in the Government Gazette.

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19.	**Write off Accrued Interest** Write off accrued interest on rates and charges payable by a person in accordance with section 567 of the Act.
20.	**Accounts Receivable – Payment by Instalment** **To negotiate with any ratepayer or debtor payment arrangements to be made by reasonable and satisfactory instalments.**
21.	**Refund of Over-payments** **To authorise the refund of all over-payments subject to appropriate certification.**
22.	**Refund of Development Application/Construction Certificate Application Fees** **To determine the refund of all or part of the fees paid for development where the application is either not proceeded with or is withdrawn prior to determination.**
23.	**Rebate of Rates** **To grant rebates of rates to qualified rateable persons in accordance with the provisions of the**
Part B – Staffing Matters	
1.	**Recruitment** · Approve or refuse the appointment, engagement, or promotion of staff, subject to compliance with for senior staff. · Approve or refuse the use of a recruitment consultant. · Employ casuals to fill short term vacancies.
2.	**Payment of Benefits and Allowances** Approve or refuse payment of allowances and employment entitlements and benefits in accordance with the Local Government (State) Award 2017 and applicable employment contracts.
3.	**Salary Step Progressions for Staff** Approve or refuse salary step progression for staff under the Local Government (State) Award 2017
4.	**Disciplinary Action** To discipline or dismiss employees and dismiss consultants/contractors on such terms that the CEOdeems appropriate, provided that prior to the dismissal of senior staff the General Manager consults with Council in accordance with section 337 of the Act.
5.	**Education Assistance** Approve or refuse education assistance for Council employees.
6.	**Flexible Work Arrangements** Approve or refuse flexible work arrangements.
7.	**Report of Injury** Approve or refuse the employer's report of injury to Council's workers compensation insurer.

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8.	**Approve Leave** Approve or refuse leave for Council employees in accordance with the relevant Award conditions and Council's policies and procedures, having due regard to the proper functioning of the Council and maintenance of appropriate levels of service to the public. To grant special leave with or without pay and reasonable out of pocket expenses, in the following cases: · Professional Body: where staff members are full members of a relevant professional body that is running a conference or meeting – a maximum of five days leave at any one time, with a maximum in any one year of 15 days; · Field Days: where it is considered that the machinery to be displayed is of some relevance to Council's operations, that senior staff directly associated with the purchase of Council's machinery be allowed to attend one day only; · Executive of a professional body: where an employee is elected to the executive of a professional body, special leave must fit within the parameters laid down under the professional body category; · Courses: Attendance at refresher courses (e.g. management courses) to be decided by Council in each case · Emergency Services Leave and Defence Force Reserve Leave at the discretion of the General Manager and in accordance with legislation. Cultural Days? For Sorry business ?
9.	**Overtime and Time in Lieu** To approve overtime and time in lieu.
10.	**Travelling and Subsistence Expenses** To approve or refuse the payment of travelling and related expenses
11.	**Replacement of Personal Property** To approve or refuse claims for the loss of personal property provided that such property was required for the normal performance of the employee's duties and the personal property was lost or destroyed in the course of employment through no fault or negligence of the employee.
12.	**Employment Outside of Council** To approve or refuse employees to engage in private employment or contract work outside of their Council employment
13.	**Request for Use of Council Equipment by Employees** To determine any requests for use of Council equipment by employees
14.	**Use Intellectual Property created during Employment** To refuse, approve or conditionally approve any request by an existing or previous employee of Council for the non-exclusive use of intellectual property of the Council created by the employee during their employment with Council, providing there is no monetary or commercial benefit to the employee.
15.	**Industrial Relations** To: · Act on Council's behalf in resolving industrial disputes and terms of settlement; · Correspond with unions on industrial and staff issues; · Correspond with unions on Protected Disclosures investigations; and · Negotiate with unions. · Enter into employment Awards

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Part C – Governance	
1.	**Public and Media Statements** To make or authorise public statements and issue media releases on matters involving the Council.
2.	**Claims Against Council** With the concurrence of the Mayor, approve the settlement of claims against Council, not exceeding $500,000 where the Mayor and CEO are both satisfied that the Council's interests would be best served by avoiding the matter being determined by a court, other person or body.
3.	**Business Papers** To determine matters which are included in Council business papers and Committee papers.
4.	**Correspondence** · To reply to all routine correspondence that does not require the prior consideration of Council. · To exercise discretion regarding referring correspondence to various Council officers for attention.
5.	**Invitation to Address Council** To invite a group or individuals to address any Council or Council committee.
6.	**Public Officer** To appoint Council's Public Officer and to direct the Public Officer in relation to functions contained within section 343 of the Act.
7.	**Destruction of Corporate Documentation** Authority to approve destruction of corporate documentation in accordance with the *State Records Act 1998.*
8.	**Signing of Contracts and Agreements** To sign contracts, deeds and agreements this section was repealed
9.	**Enter into Leases, Licences and other legal transactions** Authority to negotiate and enter into any form of lease or licence or other transaction for use of land or assets, subject to compliance with the Act, and subject to the General Manager making reasonable enquiries into the appropriate payments to be made to Council and consulting with Council's solicitor to determine the appropriate format of the legal agreement.
10.	**Public Immunisation** To authorise and promote public immunisation campaigns and clinics.
11.	**Council Committees** · Appoint employee representatives to Council committees · Consider and determine matters arising from the Council committees
12.	**Receive and investigate complaints** To receive complaints and authorise investigation and action to be taken by the appropriate officer regarding any complaints or requests received by Council.
13.	**Investigations by other Agencies** To deal with requests for information and investigations by agencies such as the Office of Local Government, Independent Commission Against Corruption, Ombudsman, Safework and Information and Privacy Commission.
14.	**Code of Conduct complaints** To implement arrangements and appoint persons to manage code of conduct complaints, in accordance with the Procedures for the Administration of the Model Code of Conduct.

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15.	**Respond to Minister and Department** To respond and liaise with the Minister and his/her representatives and the Department in relation to correspondence, inquiries or requests for information.
16.	**State Emergency and Rescue Management Act 1989** In accordance with section 28 of the *State Emergency and Rescue Management Act 1989*, the role of Chairperson of the Local Emergency Management Committee is the General Manager.
Part D – Operational	
1.	**Issue Proceedings** · To initiate or undertake proceedings, to act on behalf of Council and to negotiate on matters in issue between parties, and to settle any proceedings in any court or tribunal, including but not limited to the local, district or supreme courts of any state or territory, any industrial relations tribunal or commission, and the land and environment court; · To authorise the issue or withdrawal of any penalty infringement notices or complaint or the institution of any proceedings for the recovery of any penalty or the making of any order for or in respect of any offence, nuisance, or any other matter or thing whatsoever which the Council might be entitled to recover or seek under any Act or Regulation. · To instruct and engage Council's solicitors and counsel.
2.	**Notice of Intention and Orders** To issue Notices of Intention to Issue Orders and Orders in accordance with the requirements of the Act and *Environmental Planning and Assessment Act 1979* and all other applicable legislation.
3.	**Determination of Development Applications (including Modification Applications)** To determine development applications, including modification applications, and all forms of applications for approvals and certificates under all applicable legislation subject to the following exceptions: · The determination of a development application where a senior staff member of Council or Councillor is the owner or applicant of the subject land (excluding Council owned or managed land · The determination of a development application where Council is the owner or manager of the land if the development exceeds a construction value of $150,000- confirm amount · The determination of a development application for a subdivision creating more than 20 allotments · The determination of a development application for the erection, alteration and/or additions to buildings exceeding a construction value of $3,000,000 – confirm amount · To grant consent to a development application requiring a variation of more than 10% to a condition or standard specified in a Council policy, Development Control Plan (DCP) or Local Environmental Plan (LEP), without providing 3 working days notification to Council, during which a Councillor requests the application to be reported to Council for consideration · To grant consent to a development application which receives 7 or more objections during assessment · To grant consent to a development application which receives 1-6 objections during assessment without providing 3 working days notification to Council, during which a Councillor requests that the application to be reported to Council for consideration · The determination of a development application, in respect of which, two Councillors request in writing that this application is to be reported to Council for consideration.
4.	**Issue of Permits, Certificates or Approvals** To approve or refuse the issue of permits, certificates and approvals for activities that are required to be regulated under the provisions of the Act and the *Environmental Planning and Assessment Act 1979* or related legislation including, but not limited to: · Certificates issued under Part 6 of the *Environmental Planning and Assessment Act 1979*; and · Section 68 of the *Local Government Act 1993*.

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5.	**Ministerial delegation of Local Environmental Plan Making Decisions** Subject to the Minister delegating functions under section 59 of the *Environmental Planning and Assessment Act 1979*, and subject to the Council resolving to accept the Ministerial delegation, only those functions identified in the Ministerial delegation may be carried out.
6.	**Storm Water Drainage Works** Where the Council has approved a subdivision or development application subject to the construction of storm water drainage works that revert to the care, control and management of Council, to approve such works upon submission of all necessary plans and documentation.
7.	**Implementation of Adopted Operational Plan** In accordance with section 405 implement any work, service or action in the adopted Operational Plan, Delivery Program and other management plans without further reference to Council except for: · the acceptance of tenders which are required under the Act to be invited by the Council, and · the determination of priorities where lump sum funding has been provided.
8.	**Funding Application** Authority to sign funding applications once approved by Council.
9.	**Provision of Witnesses and Information** To determine the fee to be charged for the provision of Council's employees as witnesses and/or the supplying of information for court cases.
10.	**Removal of Derelict Vehicles** Authority to engage contractors to remove derelict vehicles from roads, road reserves and public places in accordance with the *Impounding Act 1993*.
11.	**Approve Applications for Street Activities and Busking Permits** Authority to approve or refuse: · the issue of busking permits; · applications for street stalls or similar activity; · applications for the collection of money for charitable appeals or similar activity.
12.	**Filming/Photography in Parks, Reserves and Public Places** To approve applications to film/photograph in Council's parks, reserves and public places subject to the conditions and fees determined by Council.
13.	**Casual Use of Council Parks, Reserves or Council Property** To approve or refuse applications for the casual use of parks, reserves or property in accordance with Council policy (if any) and subject to approved fees (if any).
14.	**Government Information (Public Access) Act 2009** To act as Council's "principal officer" and appoint Council officer(s) to determine applications and provide information to access information in compliance with the Government Information (Public Access) Act 2009.
15.	**To Enforce the Payment of Rates** To issue notices under the Act for the recovery of rates. To approve alternative options for the collection of outstanding rates, including collection of rent in lieu of rates, issuing of proceedings, accepting exchange of land and such other alternatives available to Council under the Act.

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16.	**Rate Books** Authority to: · amend the rate and valuation books/records where such amendment is necessary by reason of change of ownership, occupancy or address; · raise or reduce the sum rates owing due to error; · include any land which ought to have been rated; · to write off accrued interest to a maximum of $50; · act in accordance with the Act to manage the rate books/records and recover rates and charges owing to the Council.
17.	**Insurance Claims - Policy Excess and Insurance Renewal** To approve the renewal and costs of Council insurances. To resolve claims on Council's behalf up to the level of the excess applicable to each insurance policy.
18.	**Council Property – Notices to Quit** To authorise and sign notices to quit to tenants whose rent arrears exceed four weeks, or to take such alternative action necessary to manage tenants and recover outstanding rent or payments.
19.	**Use of Council Owned Properties** To approve or refuse to grant Council's consent to a third-party development application that may traverse or impact upon Council land.
20.	**Maintenance and Repair of Council Properties** To authorise repairs/maintenance of Council's buildings, equipment and plant within the limits approved in the annual budget.
21.	**Maintenance of Council's Motor Vehicles and Plant** To authorise the expenditure of funds for the repair, maintenance and replacement of Council's plant, equipment and vehicles.
22.	**Hire of Council Plant** To authorise the letting or hire of any of the Council's public works plant, machinery and equipment in accordance with rates determined by Council.
23.	**Determination of Reserve Price and Disposal of Plant, Equipment and Vehicles by Public Auction, Tender or Trade-in** Authority to approve a sale price for Council plant, equipment or vehicles if: · the best offer is more than 10% below the reserve price; and · the reserve price has been set by consulting either a valuer, auctioneer, or professional book (i.e. Red Book); and · results from previous auctions for similar plant, equipment or vehicles has been considered
24.	**Saleyards** To operate, manage and maintain Council's saleyards.
25.	**Dividing Fences** To authorise a contribution on behalf of Council for not more than one half the cost of fencing a boundary common to land owned by Council or under the Council's care, control and management subject to two quotations being obtained and subject to the *Dividing Fences Act 1991*.
26.	**Aerodrome/Airport** To operate and maintain the Council aerodrome/ airport in accordance with all applicable legislative requirements.
27.	**Impounding Officer** To exercise the powers of Council's impounding officer under the Impounding Act 1993.

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28.	**Pruning or Removal of Trees** To approve or refuse applications from residents to prune, top, lop or remove trees either on the applicant's property or Council's property subject to the payment of any required fee, if any, and in accordance with Council's Tree Preservation Order, if any.
29.	**Waste Management Centre (Landfill)** To operate and maintain Council's Waste Management Centre (Landfill) in accordance with all applicable legislative requirements.
30.	**Cemetery/Crematorium** To operate and maintain Council's cemetery/crematorium in accordance with all applicable legislative requirements.
31.	**Public Swimming Pools** To operate and maintain Council's public Swimming Pools in accordance with all applicable legislative requirements.
32.	**Water Supply System** To operate and maintain Council's water supply system in accordance with all applicable legislative requirements.
33.	**Sewer System** To operate and maintain Council's sewer system in accordance with all applicable legislative requirements.
34.	**Road Rules** To administer the provisions of the Road Rules 2014 and Australian Road Rules as they apply to Council, subject to any applicable standards, protocols and directions from state government departments and/or NSW police.
35.	**Parking Permits** To determine applications for parking permits.
36.	**Temporary Road Closure** To approve temporary road closures where: · The temporary road closure is not more than two consecutive days; and · The Road and Maritime Service approves the Traffic Management Plan and grants a road occupancy licence (as required); and · The NSW police approve the closure; and · The application complies with Council's policy.
37.	**Sign Adjustment** To undertake the following sign adjustments to: · Change old "No Standing" signs to "No Parking" signs as per the Australian Road Rules · Change existing parking restriction times · Move existing signs to a more visible location (e.g. Move a sign hidden behind a tree trunk) · Install "repeater"/additional signs (e.g. Where there are existing parking restrictions signs, install an additional sign in the middle to emphasise the restrictions).

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38.	**Special Use Zones** Authority to approve and/or refuse an application for the following Special Use Zones: · Works Zones; · Loading Zones; · Mail Zones; · Motorcycle Parking; · Bus Zone; · Taxi Zone; · Police Vehicles Zone; · Disabled Parking; · Temporary Bus Zones (e.g. for Railway Buses); subject to consent being obtained from the NSW Police and in addition: · in the instance of Mail Zones, consent is obtained from Australia Post; and · in the instance of Bus Zones, consent is obtained from the Transport NSW.
39.	**Traffic Facilities** To approve the installation of individual traffic facilities projects, where: · the individual traffic facility project forms part of that financial year's traffic facilities program which has previously been approved; and · Subject to compliance with any applicable Council policies.
40.	**Warning Signs** To approve the installation of warning signs as defined in applicable Australian Standards and where the NSW Police agree with the installation.
41.	**Signs Across Driveways** To approve or refuse an application for signs or line marking across a driveway, where the NSW Police agree with the approval or refusal.
42.	**Traffic Bollards** To approve or refuse an application for the use of traffic bollards.
43.	**Vehicular Crossings and Footpath Restorations** To approve or refuse the construction of vehicular crossings and/or restoration works on Council land or over Council controlled road reserves.
44.	**Street Lighting** To approve the installation of additional street lighting facilities and associated charges.
45.	**Storm water Drainage Works** To approve or refuse all connections from private property to Council's storm water systems where those works are for the sole benefit of the development and do not revert to the control and management of the Council.
46.	**Variation of Working Hours** To authorise a one-off variation to the restricted hours of building works where: · urgent building works are required to be carried out; · large cranes must stand on streets; · the loading/unloading of materials and pouring of the concrete would otherwise cause interference to traffic; and · the work requires the erection or removal of hoarding tower cranes, awnings and the like.

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47.	**Positive Covenants, Easements and Section 88B instruments under the Conveyancing Act, 1919** · To approve and sign the grant or removal of a positive covenant or restriction contained in any positive covenant, easement and/or section 88B instrument under the *Conveyancing Act 1919*; · To suspend the operation of any regulatory instrument in reliance upon section 28 of the *Environmental Planning and Assessment Act 1979* and subject to Council policy and law.
48.	**Public Notification of Applications** · To determine whether a development application should be exempt from notification, subject to any applicable Council policy · To determine such persons who own land or who reside in properties that may be detrimentally affected by a development and to ensure such persons are notified in accordance with any Council policy.
49.	**Professional Certifications** To approve or refuse professional certification from an accredited certifier in respect of complying development or building certification where that certifier is accredited to undertake that work.
50.	**Building Professionals Act** Authority under section 5 of the *Building Professionals Act 2005* to make a recommendation on behalf of Council in support of an application to the Board for accreditation to carry out certification work (or the renewal of accreditation) on behalf of Council.
51.	**Work on Private Land by Agreement** To exercise Council's power to carry out work on private land, subject to the consent of the owner and/or a legal right for Council to carry out the works.
52.	**Entering of Premises** To enter and authorise Council employees (or other persons) to enter, any premises for the purposes of enabling the Council to exercise its functions under any Act.
53.	**Water Restrictions** Determine water restrictions in accordance with NSW State Government direction.
54.	**Library Act** To exercise all powers of Council under the *Library Act 1939.*
55.	**Motor Vehicle Fleet** To manage Council's motor vehicle fleet.
56.	**Weed Control Activities** To exercise and/or perform on behalf of Council, as the Local Control Authority, all of the functions conferred or imposed on Council pursuant to the Biodiversity Act, 2015 and associated Regulations.
57.	**Plumbing and Drainage** To: · Monitor compliance with the Plumbing and Drainage Act 2011 (s19(a)). · Ensure that any plumbing and drainage work carried out does not threaten public health or safety (s19(b)). · Undertake any other functions conferred or imposed on the plumbing regulator by the Plumbing and Drainage Act 2011 (s19(c)) other than o Receiving notices of work and other documentation required to be submitted to the plumbing regulator concerning proposed alternative solutions (s9(3)) of the Plumbing and Drainage Act and clause 10 of the Plumbing and Drainage Regulation 2012, o Authorising fittings for use in plumbing and drainage work (s20), and o Initiating criminal or other proceedings as provided for in Part 5 of the Plumbing and Drainage Act 2011.

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58.	**Contracts – review** To provide legal review of any contract, licence, lease or deed for execution, or other legal documents.
59.	**Legal advice** To seek legal advice from Council's lawyers.
60.	**Legal representation** To legally represent the Council in all jurisdictions including the local court, Land and Environment Court, District Court, Federal Court, Supreme Court, High Court, commissions or tribunals.
61.	**Litigation** To instruct lawyers to initiate and/or defend all matters on behalf of Council.
62.	**Settle Claims** To settle claims and legal matters on behalf of Council.
63.	**Subpoena** To provide Council documents and records requested under subpoena.

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Glossary of Terms

Act	Means *Local Government Act 1993*
Authority	Means any government (state or federal), government department, statutory corporation or other body having power to legally direct the Council or its officers.
Chief Executive	Means the Chief Executive of the Office of Local Government or the Chief Executive of any other government department which has the carriage of the administrative functions of the Act and the portfolio of Local Government.
Director-General	Means the Director-General of the Office of Local Government or the Director-General of any other government department which has the carriage of the administrative functions of the Act and the portfolio of Local Government.
Law	Means the requirements of all statutes, rules, ordinances, codes, regulations, proclamations, by-laws, environmental planning instruments, directions and consents of any Authority.
Minister	Means the Minister for Local Government or any future title given to a ministerial position of a future New South Wales State Government portfolio that includes governance of Local Government.
Office	Means the Office of Local Government, Department of Premier & Cabinet, or any future department (or combined department) carrying out the functions of the present Division of Local Government for the State of New South Wales.

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Version Control

Title	Delegations of Authority			
ECM Doc Set ID	52764			
Date Adopted	19 October 2017			
Council Minute No.	204/17			
Responsible Officer	Governance and Corporate Support Coordinator			
Version Number	**Modified By**	**Modifications Made**	**Date modified and Approved by Council**	**Council Minute Number**
2	Caroline Wallis	Update to Register structure i.e. separated into 2 parts. Updated S377 of LG Act, incl of clauses (1A), and (3) Amended list of Council Committees Corrected reference to repealed legislation.		
3	Lachlan Sharp	Update to Delegations to other bodies. Update to Delegation to Committees of Council		
4	Suni Campbell	As per Council Report	16 July 2020	2020/135
5	G Briscoe-Hough	As per Council Report	15 July 2021	2021/95
6	N Holahan	As per Council Report		

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Attachment 2 - ECM_52764_v8_Delegations of Authority - Part 1 - Council to Mayor, Committees, Other Bodies and CEO - track changes(1)

Edward River COUNCIL

Register of Delegations

Part 1

Delegation to the Mayor, Committees, Other Bodies and ~~General Manager~~Chief Executive Officer (CEO)

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Edward River Council at its meeting of 19 October 2017, and in accordance with section 377 of the *Local Government Act 1993*, resolved to delegate its powers, authorities, duties and functions as set out in *Register of Delegations Part 1: Delegation to the Mayor, Council Committees, General Manager, and other bodies. This has since been updated to reflect changes to legislation, regulations and/or staffing (Resolutions 2018/152 regarding Part 2, 2018/280, 2018/286 rescinding earlier versions and this current version at Council's meeting of 16 July 2020 (Resolution 2020/135) and 15 July 2021 (Resolution 2021/95).*

All Council delegations contained in Part 1 are subject to the following limitations:

1. The delegated power, authority, duty or function being performed in accordance with Council policy;
2. The delegated power, authority, duty or function being performed in accordance with the Law.

The delegations of Council will remain in force until they are revoked or amended by a resolution of the Council.

The Council notes that the ~~General Manager~~ CEO may delegate his or her powers, authorities, duties and functions at his or her discretion. The ~~General Manager's~~ CEO's delegations to Council employees will form *Register of Delegations Part 2: Delegations to Council Employees by the ~~General Manager~~CEO* and remain in force until they are revoked or amended by the ~~General Manager~~CEO.

Section 380 of the Local Government Act 1993 provides that Council's delegations are required to be reviewed during the first 12 months of each term of office.

All references previously to General Manager are now CEO (Chief Executive officer) with the exception of reference to legislation that states General Manager. In these instances General Manager is to be referred to as CEO in this document.

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Delegation of Functions

Section 377 General Power of The Council to Delegate

Section 377 of the Local Government Act 1993 (the "Act") provides:

(1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following:
- a) the appointment of a general manager,
- b) the making of a rate,
- c) a determination under section 549 as to the levying of a rate,
- d) the making of a charge,
- e) the fixing of a fee,
- f) the borrowing of money,
- g) the voting of money for expenditure on its works, services or operations,
- h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
- i) the acceptance of tenders to provide services currently provided by members of staff of the council,
- j) the adoption of an operational plan under section 405,
- k) the adoption of a financial statement included in an annual financial report,
- l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
- m) the fixing of an amount or rate for the carrying out by the council of work on private land,
- n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
- o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the *Environmental Planning and Assessment Act 1979* ,
- p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,
- q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
- r) a decision under section 234 to grant leave of absence to the holder of a civic office,
- s) the making of an application, or the giving of a notice, to the Governor or Minister,
- t) this power of delegation,
- u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.

(1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if:
- a) the financial assistance is part of a specified program, and
- b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
- c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
- d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.

(2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.

(3) A council may delegate functions to a joint organisation only with the approval, by resolution, of the board of the joint organisation.

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Section 378 Delegations by the General Manager

(1) The general manager may delegate any of the functions of the general manager, other than this power of delegation.

(2) The general manager may sub-delegate a function delegated to the general manager by the council to any person or body (including another employee of the council).

(3) Subsection (2) extends to a function sub-delegated to the general manager by the council under section 377(2).

Section 379 Delegation of Regulatory Functions

(1) A regulatory function of a council under Chapter 7 must not be delegated or sub-delegated to a person or body other than

(a) a committee of the council of which all the members are councillors or of which all the members are either councillors or employees of the council, or
(b) an employee of the council, or
(c) a county council, or
(d) a joint organisation.

(2) A regulatory function of a county council under Chapter 7 must not be delegated or sub-delegated to a person or body other than

(a) a committee of the county council of which all the members are members of the county council or of which all the members are either members of the county council or employees of the county council, or
(b) an employee of the county council, or
(c) a council.

(2A) A council may delegate a regulatory function to a joint organisation only with the approval, by resolution, of the board of the joint organisation.

(3) However, if
(a) a regulatory function is delegated to a county council, the function may be delegated to the general manager and by the general manager to an employee of the county council, or
(b) a regulatory function is delegated to a council, the function may be delegated to the general manager and by the general manager to an employee of the council, or
(c) a regulatory function is delegated to a joint organisation; the function may be delegated to the executive officer and by the executive officer to an employee of the joint organisation.

Section 380 Review of delegations

Each council must review all its delegations during the first 12 months of each term of office.

Section 381 Exercise of functions conferred or imposed on council employees under other Acts

(1) If, under any other Act, a function is conferred or imposed on an employee of a council or on the mayor or a councillor of a council, otherwise than by delegation in accordance with this section, the function is taken to be conferred or imposed on the council.

(2) Such a function may be delegated by the council in accordance with this Part.

(3) A person must not, under any other Act, delegate a function to--

- the general manager, except with the approval of the council
- an employee of the council, except with the approval of the council and the general manager.

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Delegation to the Mayor

The Mayor, and in the absence of the Mayor, the Deputy Mayor for the period of the Mayor's absence, is delegated authority under section 377 of the Act to exercise and/or perform on behalf of the Council the following powers, authorities, duties and functions:

1. **Powers or duties under Local Government Act 1993**
   To give effect to the law, Council's adopted policies, resolutions and directions, provided that such delegation is not sub-delegated without the specific approval of the Council or as prescribed under the Act.

2. **Powers or duties under other Legislation**
   If, under any other legislation other than the *Local Government Act 1993*, a function is conferred or imposed on the Mayor of Council, the function is taken to be conferred or imposed on the Council and the Mayor of the Council has delegated authority to exercise and/or perform on behalf of the Council the powers, authorities, duties and functions as prescribed under that other legislation.

3. **Preside at meetings and functions of Council**
   To preside at all meetings of the Council, committees, community committees and public meetings convened by the Council at which the Mayor is present, unless the Council otherwise appoints another Councillor or person to perform this function. To ensure the Model Code of Meeting Practice for Local Councils, effective 1 January 2026, prohibits pre-meeting briefing sessions is complied with.

4. **Represent Council – Government and other forums**
   To represent the Council, in conjunction with the ~~General Manager~~CEO, in deputations to government, inquires and other forums where it is appropriate that the Mayor should present the Council's position.

5. **Role of Mayor**

S226 'Role of the Mayor *Local Government Act 1993 outlines the role of the Mayor and is inclusive of key aspects;*

- *'role to promote partnerships with key stakeholders and council, ensuring adequate opportunities and mechanisms for engagement between Council and local community*
- *;represent the council on regional organisations and at inter-governmental forums at regional State and Commonwealth level; in collaboration with the CEO to ensure adequate opportunities and mechanisms between the Council and the local community*

~~Sign and execute documents~~

~~To sign correspondence and other documents, subject to the limitation that execution of any documents under Council Seal must be carried out in compliance with Regulation 400 of the *Local Government (General) Regulations 2005*. This regulation is repealed as of 1 September 2025 under the Subordinate legislation Act 1989 on this date.~~

6. **Media releases**
   To make media statements and issue press releases in respect of Council resolutions/recommendations and decisions. The Mayor may delegate this function to the Deputy Mayor, a specific Councillor, or the General Manager as he or she may determine.

7. **Urgent Works**
   To authorise work, not approved in the Operational Plan, which in the Mayor's opinion is urgent, at a cost not exceeding $20,000 except in the case of a Bush Fire Emergency where the limit is $50,000.

   For the purpose of this delegation, "urgent work" refers to matters requiring immediate attention of the Mayor or General Manager and decision making due to situational factors that may have occurred and relates to:

   - Natural disasters or events affecting the implementation of Council's Business Continuity Plan (BCP);
   - Significant public liability issues;
   - Work Health and Safety of elected officials;
   - Incidents involving Council owned or operated property; or
   - Pandemic

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This delegation is to be only exercised in consultation with the CEO~~General Manager~~ and is to be the subject of a report to the next available Council Meeting.

8. **General authority of Council between meetings and during a Recess Period**
Where there are grounds to support that a decision of the elected Council cannot be delayed between scheduled meetings of the Council or during a Recess Period, to exercise the functions of the elected Council, other than:

- The functions reserved by the elected Council itself in accordance with Section 377 of the Act;
- Those powers and functions delegated to the ~~General Manager~~CEO.

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9. **Supervision**
To monitor the ~~General Manager~~ CEOin the exercise of the ~~General Manager's~~CEO's powers, duties and functions.

10. **Leave**
Consider and approve or otherwise applications of leave submitted by the ~~General Manager~~CEO provided that the leave does not exceed 10 weeks in duration. Leave applications by the ~~General Manager~~CEO in excess of 10 weeks to be referred to council for determination.

11. **Professional Development**
Approve the attendance of the ~~General~~ CEO to any seminar, conference or course provided that if it is within the existing adopted budget. If it falls outside existing budget, only in extenuating or urgent circumstances and with the concurrence of the Deputy Mayor.

12. **Expulsion from Council Meetings**
Pursuant to the Local Government Act 1993, exercise the power of expulsion from meetings of council.

13. **Claims Against Council**
With the concurrence of the ~~General Manager~~CEO, approve the settlement of claims against Council, in excess of $150,000 but not exceeding $500,000 where the Mayor and ~~General Manager~~ CEOare both satisfied that the Council's interests would be best served by avoiding the matter being determined by a court, other person or body.

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Delegation to Committees of Council

- Council refers to community management Committees as s355 Committees. Section 355 is the section of the Local Government Act, 1993 that allows Council to delegate some of its functions to a Committee of Council. Along with Section 377 (if they are vested with the care, control and management of Council assets, Council uses this delegation to appoint community people to manage facilities or functions. Under guidelines of the OLG (office Local Government) Committees should be able to demonstrate clear links with the goals of the council's Delivery Program, while meeting required standards of governance; ensure the committees are fit for purpose, functions and expenditure align with the goals of the Delivery Program.

~~Pursuant to section 355 of the Act, Council can delegate some of its functions to a committee of Council. Council delegates the following Council committees the functions and responsibilities granted to each committee under a resolution adopted by the Council:~~

- The Australia Day Committee

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~~Council Committees:~~

- ~~Audit Risk and Improvement Committee~~
- ~~Cemetery Advisory Committee~~
- ~~Central Murray Regional Library~~
- ~~Edward River Council Airport Advisory Committee~~
- ~~Edward River Council Floodplain Risk Management Advisory Committee~~
- ~~Edward River Users Group~~
- ~~Memorial Park Users Advisory Committee~~
- ~~Promotional Advisory Committee~~

8

Delegation to the ~~General Manager~~Chief Executive Officer (CEO)

Pursuant to the powers conferred on Council by Section 377 of the Local Government Act 1993, the Council hereby delegates to the ~~General Manager~~ CEO all of the functions, powers, duties and authorities of the Council that it may lawfully delegate under the Local Government Act 1993, any other Act, Regulation, instrument, rule or the like (including any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like), subject to the following:

- Other than those functions prescribed in Section 377 (1) of the Local Government Act 1993 as functions which may not be delegated
- The delegation will remain in force until otherwise revised or revoked by resolution of Council
- Any function that is delegated by the Council may, notwithstanding the delegation, still be exercised by the Council
- The ~~General Manager~~CEO will exercise the functions, powers, duties and authorities delegated in accordance with and subject to the provisions of any legislation and in accordance with relevant policies of Council.

If a function is conferred or imposed on an employee of the Council under any other legislation, the function is deemed to be conferred or imposed on the Council and is delegated to the CEO~~General Manager~~.

Specific information on the ~~General Manager's~~CEO's delegations is set out below:

Part A – Financial Matters	
1.	**Obtain Quotations and Authorise Purchase Orders** To obtain quotations, authorise the purchase of, and issue official orders for goods, works and services required for the functioning of the Council and to incur expenditure for such goods, works and services provided that due provision has been made in the approved budget for the incurring of such expenditure or the incurring of such expenditure is otherwise authorised by council policy or Council resolution.
2.	**Authorise Payment of Salaries and Wages** To authorise the payment of salaries and wages.
3.	**Payment of Contractors and Creditors** To approve, withhold or refuse payment to contractors and creditors.
4.	**Bank account maintenance** To act as a signatory to a bank account maintained by Council and to appoint other signatories as necessary.
5.	**Approve Electronic Funds Transfers (EFT), Direct Debits and Sign and Countersign Cheques drawn on Council's Bank Account** To approve Electronic Funds Transfers (EFT), Direct Debits and sign or countersign cheques drawn on Council's bank accounts.
6.	**Check and Certify the Annual Statutory Accounts** To check and certify statutory accounts against the Council records.

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7.	**Authorise Expenditure for Urgent Works** To authorise work, not approved in the Operational Plan, which in the General Manager's opinion is urgent, at a cost not exceeding $20,000 except in the case of a Bush Fire Emergency where the limit is $50,000. For the purpose of this delegation, "urgent work" refers to matters requiring immediate attention of the Mayor or General Manager and decision making due to situational factors that may have occurred and relates to: · Natural disasters or events affecting the implementation of Council's Business Continuity Plan (BCP); · Significant public liability issues; · Work Health and Safety of elected officials; · Incidents involving Council owned or operated property; or · Pandemic This delegation is to be only exercised in consultation with the Mayor and is to be the subject of a report to the next available Council Meeting.
8.	**Security deposits/bonds – determine terms and conditions** To determine the terms and conditions of a security deposit or bond.
9.	**Lodgement of a Cash Bond or Bank Guarantee** The authority to require the lodgement of a cash bond or bank guarantee.
10.	**Disposition of bank guarantees** To accept payment of security, by way of either a deposit or bank guarantee, authorise the drawing of monies paid as security and authorise the release of any payment security for all other guarantees except those related to a condition imposed by development consent.
11.	**Security deposits/bonds – drawing of monies** To approve the refund/drawing of monies held in security deposit or bond.
12.	**Overdraft Limit** To negotiate Council's overdraft limit.
13.	**Sale or Disposal of Materials or Equipment** To sell old materials, spoilt or obsolete equipment.
14.	**Debt Write Off** To authorise the writing off uncollectible debts (for charges and sundry debtors) up to a maximum amount of $2,000 per individual debt.
15.	**Issue Accounts** To authorise the issue of accounts for services provided by Council.
16.	**Borrowings** To authorise application for borrowings from financial institutions at the direction of Council and subject to a resolution of Council to approve this application.
17.	**To Engage Consultants** Within authorised budget amounts to engage consultants to assist with Council projects, Internal Audits, and Service reviews subject to compliance with the Act and the law.
18.	**Investment of Money** Arrange the investment of money that is not presently required by the Council in a form of investments notified by order of the Minister and published in the Government Gazette.
19.	**Write off Accrued Interest** Write off accrued interest on rates and charges payable by a person in accordance with section 567 of the Act.

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20.	**Accounts Receivable – Payment by Instalment** To negotiate with any ratepayer or debtor payment arrangements to be made by reasonable and satisfactory instalments.
21.	**Refund of Over-payments** To authorise the refund of all over-payments subject to appropriate certification.
22.	**Refund of Development Application/Construction Certificate Application Fees** To determine the refund of all or part of the fees paid for development where the application is either not proceeded with or is withdrawn prior to determination.
23.	**Rebate of Rates** To grant rebates of rates to qualified rateable persons in accordance with the provisions of the Act.
Part B – Staffing Matters	
1.	**Recruitment** · Approve or refuse the appointment, engagement, or promotion of staff, subject to compliance with ~~section 337 of the Act~~ for senior staff. Subject to relevant laws · Approve or refuse the use of a recruitment consultant. · Employ casuals to fill short term vacancies.
2.	**Payment of Benefits and Allowances** Approve or refuse payment of allowances and employment entitlements and benefits in accordance with the Local Government (State) Award 2017 and applicable employment contracts.
3.	**Salary Step Progressions for Staff** Approve or refuse salary step progression for staff under the Local Government (State) Award 2017
4.	**Disciplinary Action** To discipline or dismiss employees and dismiss consultants/contractors on such terms that the ~~General Manager~~ CEO deems appropriate, provided that prior to the dismissal of senior staff the General Manager consults with Council in accordance with section 337 of the Act.
5.	**Education Assistance** Approve or refuse education assistance for Council employees.
6.	**Flexible Work Arrangements** Approve or refuse flexible work arrangements.
7.	**Report of Injury** Approve or refuse the employer's report of injury to Council's workers compensation insurer.

Commented [HR1]: This section has been repealed

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8.	**Approve Leave** Approve or refuse leave for Council employees in accordance with the relevant Award conditions and Council's policies and procedures, having due regard to the proper functioning of the Council and maintenance of appropriate levels of service to the public. To grant special leave with or without pay and reasonable out of pocket expenses, in the following cases: · Professional Body: where staff members are full members of a relevant professional body that is running a conference or meeting – a maximum of five days leave at any one time, with a maximum in any one year of 15 days; · Field Days: where it is considered that the machinery to be displayed is of some relevance to Council's operations, that senior staff directly associated with the purchase of Council's machinery be allowed to attend one day only; · Executive of a professional body: where an employee is elected to the executive of a professional body, special leave must fit within the parameters laid down under the professional body category; · Courses: Attendance at refresher courses (e.g. management courses) to be decided by Council in each case · Emergency Services Leave and Defence Force Reserve Leave at the discretion of the General Manager and in accordance with legislation. Employees who are Aboriginal and Torres Strait Islanders shall be entitled to one public holiday during NAIDOC week so that they can participate in National Aboriginal and Islander Day celebrations.
9.	**Overtime and Time in Lieu** To approve overtime and time in lieu.
10.	**Travelling and Subsistence Expenses** To approve or refuse the payment of travelling and related expenses
11.	**Replacement of Personal Property** To approve or refuse claims for the loss of personal property provided that such property was required for the normal performance of the employee's duties and the personal property was lost or destroyed in the course of employment through no fault or negligence of the employee.
12.	**Employment Outside of Council** To approve or refuse employees to engage in private employment or contract work outside of their Council employment.
13.	**Request for Use of Council Equipment by Employees** To determine any requests for use of Council equipment by employees
14.	**Use Intellectual Property created during Employment** To refuse, approve or conditionally approve any request by an existing or previous employee of Council for the non-exclusive use of intellectual property of the Council created by the employee during their employment with Council, providing there is no monetary or commercial benefit to the employee.
15.	**Industrial Relations** To: · Act on Council's behalf in resolving industrial disputes and terms of settlement; · Correspond with unions on industrial and staff issues; · Correspond with unions on Protected Disclosures investigations; and · Negotiate with unions. · Enter into employment Awards

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Part C – Governance	
1.	**Public and Media Statements** To make or authorise public statements and issue media releases on matters involving the Council.
2.	**Claims Against Council** With the concurrence of the Mayor, approve the settlement of claims against Council, not exceeding $500,000 where the Mayor and ~~General Manager~~ CEO are both satisfied that the Council's interests would be best served by avoiding the matter being determined by a court, other person or body.
3.	**Business Papers** To determine matters which are included in Council business papers and Committee papers.
4.	**Correspondence** · To reply to all routine correspondence that does not require the prior consideration of Council. · To exercise discretion regarding referring correspondence to various Council officers for attention.
5.	**Invitation to Address Council** To invite a group or individuals to address any Council or Council committee.
6.	**Public Officer** To appoint Council's Public Officer and to direct the Public Officer in relation to functions contained within section 343 of the Act.
7.	**Destruction of Corporate Documentation** Authority to approve destruction of corporate documentation in accordance with the *State Records Act 1998.*
8.	**Signing of Contracts and Agreements** To sign contracts, deeds and agreements that do not require the Council seal.
9.	**Enter into Leases, Licences and other legal transactions** Authority to negotiate and enter into any form of lease or licence or other transaction for use of land or assets, subject to compliance with the Act, and subject to the General Manager making reasonable enquiries into the appropriate payments to be made to Council and consulting with Council's solicitor to determine the appropriate format of the legal agreement.
10.	**Public Immunisation** To authorise and promote public immunisation campaigns and clinics.
11.	**Council Committees** · Appoint employee representatives to Council committees · Consider and determine matters arising from the Council committees
12.	**Receive and investigate complaints** To receive complaints and authorise investigation and action to be taken by the appropriate officer regarding any complaints or requests received by Council.
13.	**Investigations by other Agencies** To deal with requests for information and investigations by agencies such as the Office of Local Government, Independent Commission Against Corruption, Ombudsman, Safework and Information and Privacy Commission.
14.	**Code of Conduct complaints** To implement arrangements and appoint persons to manage code of conduct complaints, in accordance with the Procedures for the Administration of the Model Code of Conduct.

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15.	**Respond to Minister and Department** To respond and liaise with the Minister and his/her representatives and the Department in relation to correspondence, inquiries or requests for information.
16.	**State Emergency and Rescue Management Act 1989** In accordance with section 28 of the *State Emergency and Rescue Management Act 1989*, the role of Chairperson of the Local Emergency Management Committee is the General Manager.
17.	**Conflict of Interest** To approve arrangements and appoint persons to implement the mitigation strategies and management of the registered conflicts of interest in the performance of an individuals duties and role. To make a determination where conflict of interest is considered misconduct or illegal actions.
Part D – Operational	
1.	**Issue Proceedings** · To initiate or undertake proceedings, to act on behalf of Council and to negotiate on matters in issue between parties, and to settle any proceedings in any court or tribunal, including but not limited to the local, district or supreme courts of any state or territory, any industrial relations tribunal or commission, and the land and environment court; · To authorise the issue or withdrawal of any penalty infringement notices or complaint or the institution of any proceedings for the recovery of any penalty or the making of any order for or in respect of any offence, nuisance, or any other matter or thing whatsoever which the Council might be entitled to recover or seek under any Act or Regulation. · To instruct and engage Council's solicitors and counsel.
2.	**Notice of Intention and Orders** To issue Notices of Intention to Issue Orders and Orders in accordance with the requirements of the Act and *Environmental Planning and Assessment Act 1979* and all other applicable legislation.
3.	**Determination of Development Applications (including Modification Applications)** To determine development applications, including modification applications, and all forms of applications for approvals and certificates under all applicable legislation subject to the following exceptions: · The determination of a development application where a senior staff member of Council or Councillor is the owner or applicant of the subject land (excluding Council owned or managed land · The determination of a development application where Council is the owner or manager of the land if the development exceeds a construction value of $150,000 · The determination of a development application for a subdivision creating more than 20 allotments · The determination of a development application for the erection, alteration and/or additions to buildings exceeding a construction value of $3,000,000 · To grant consent to a development application requiring a variation of more than 10% to a condition or standard specified in a Council policy, Development Control Plan (DCP) or Local Environmental Plan (LEP), without providing 3 working days notification to Council, during which a Councillor requests the application to be reported to Council for consideration · To grant consent to a development application which receives 7 or more objections during assessment · To grant consent to a development application which receives 1-6 objections during assessment without providing 3 working days notification to Council, during which a Councillor requests that the application to be reported to Council for consideration · The determination of a development application, in respect of which, two Councillors request in writing that this application is to be reported to Council for consideration.

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4.	**Issue of Permits, Certificates or Approvals** To approve or refuse the issue of permits, certificates and approvals for activities that are required to be regulated under the provisions of the Act and the *Environmental Planning and Assessment Act 1979* or related legislation including, but not limited to: · Certificates issued under Part 6 of the *Environmental Planning and Assessment Act 1979*; and · Section 68 of the *Local Government Act 1993*.

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5.	**Ministerial delegation of Local Environmental Plan Making Decisions** Subject to the Minister delegating functions under section 59 of the *Environmental Planning and Assessment Act 1979*, and subject to the Council resolving to accept the Ministerial delegation, only those functions identified in the Ministerial delegation may be carried out.
6.	**Storm Water Drainage Works** Where the Council has approved a subdivision or development application subject to the construction of storm water drainage works that revert to the care, control and management of Council, to approve such works upon submission of all necessary plans and documentation.
7.	**Implementation of Adopted Operational Plan** In accordance with section 405 *Local Government Act* implement any work, service or action in the adopted Operational Plan, Delivery Program and other management plans without further reference to Council except for: · the acceptance of tenders which are required under the Act to be invited by the Council, and · the determination of priorities where lump sum funding has been provided.
8.	**Funding Application** Authority to sign funding applications once approved by Council.
9.	**Provision of Witnesses and Information** To determine the fee to be charged for the provision of Council's employees as witnesses and/or the supplying of information for court cases.
10.	**Removal of Derelict Vehicles** Authority to engage contractors to remove derelict vehicles from roads, road reserves and public places in accordance with the *Impounding Act 1993*.
11.	**Approve Applications for Street Activities and Busking Permits** Authority to approve or refuse: · the issue of busking permits; · applications for street stalls or similar activity; · applications for the collection of money for charitable appeals or similar activity.
12.	**Filming/Photography in Parks, Reserves and Public Places** To approve applications to film/photograph in Council's parks, reserves and public places subject to the conditions and fees determined by Council.
13.	**Casual Use of Council Parks, Reserves or Council Property** To approve or refuse applications for the casual use of parks, reserves or property in accordance with Council policy (if any) and subject to approved fees (if any).
14.	**Government Information (Public Access) Act 2009** To act as Council's "principal officer" and appoint Council officer(s) to determine applications and provide information to access information in compliance with the Government Information (Public Access) Act 2009.
15.	**To Enforce the Payment of Rates** To issue notices under the Act for the recovery of rates. To approve alternative options for the collection of outstanding rates, including collection of rent in lieu of rates, issuing of proceedings, accepting exchange of land and such other alternatives available to Council under the Act.

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16.	**Rate Books** Authority to: · amend the rate and valuation books/records where such amendment is necessary by reason of change of ownership, occupancy or address; · raise or reduce the sum rates owing due to error; · include any land which ought to have been rated; · to write off accrued interest to a maximum of $50; · act in accordance with the Act to manage the rate books/records and recover rates and charges owing to the Council.
17.	**Insurance Claims - Policy Excess and Insurance Renewal** To approve the renewal and costs of Council insurances. To resolve claims on Council's behalf up to the level of the excess applicable to each insurance policy.
18.	**Council Property – Notices to Quit** To authorise and sign notices to quit to tenants whose rent arrears exceed four weeks, or to take such alternative action necessary to manage tenants and recover outstanding rent or payments.
19.	**Use of Council Owned Properties** To approve or refuse to grant Council's consent to a third-party development application that may traverse or impact upon Council land.
20.	**Maintenance and Repair of Council Properties** To authorise repairs/maintenance of Council's buildings, equipment and plant within the limits approved in the annual budget.
21.	**Maintenance of Council's Motor Vehicles and Plant** To authorise the expenditure of funds for the repair, maintenance and replacement of Council's plant, equipment and vehicles.
22.	**Hire of Council Plant** To authorise the letting or hire of any of the Council's public works plant, machinery and equipment in accordance with rates determined by Council.
23.	**Determination of Reserve Price and Disposal of Plant, Equipment and Vehicles by Public Auction, Tender or Trade-in** Authority to approve a sale price for Council plant, equipment or vehicles if: · the best offer is more than 10% below the reserve price; and · the reserve price has been set by consulting either a valuer, auctioneer, or professional book (i.e. Red Book); and · results from previous auctions for similar plant, equipment or vehicles has been considered
24.	**Saleyards** To operate, manage, including upgrades and maintain Council's saleyards.
25.	**Dividing Fences** To authorise a contribution on behalf of Council for not more than one half the cost of fencing a boundary common to land owned by Council or under the Council's care, control and management subject to two quotations being obtained and subject to the *Dividing Fences Act 1991*.
26.	**Aerodrome/Airport** To operate and maintain the Council aerodrome/ airport in accordance with all applicable legislative requirements.
27.	**Impounding Officer** To exercise the powers of Council's impounding officer under the Impounding Act 1993.

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28.	**Pruning or Removal of Trees** To approve or refuse applications from residents to prune, top, lop or remove trees either on the applicant's property or Council's property subject to the payment of any required fee, if any, and in accordance with Council's Tree Preservation Order, if any.
29.	**Waste Management Centre (Landfill)** To operate and maintain Council's Waste Management Centre (Landfill) in accordance with all applicable legislative requirements.
30.	**Cemetery/Crematorium** To operate and maintain Council's cemetery/crematorium in accordance with all applicable legislative requirements.
31.	**Public Swimming Pools** To operate and maintain Council's public Swimming Pools in accordance with all applicable legislative requirements.
32.	**Water Supply System** To operate and maintain Council's water supply system in accordance with all applicable legislative requirements.
33.	**Sewer System** To operate and maintain Council's sewer system in accordance with all applicable legislative requirements.
34.	**Road Rules** To administer the provisions of the Road Rules 2014 and Australian Road Rules as they apply to Council, subject to any applicable standards, protocols and directions from state government departments and/or NSW police.
35.	**Parking Permits** To determine applications for parking permits.
36.	**Temporary Road Closure** To approve temporary road closures where: · The temporary road closure is not more than two consecutive days; and · The Road and Maritime Service approves the Traffic Management Plan and grants a road occupancy licence (as required); and · The NSW police approve the closure; and · The application complies with Council's policy.
37.	**Sign Adjustment** To undertake the following sign adjustments to: · Change old "No Standing" signs to "No Parking" signs as per the Australian Road Rules · Change existing parking restriction times · Move existing signs to a more visible location (e.g. Move a sign hidden behind a tree trunk) · Install "repeater"/additional signs (e.g. Where there are existing parking restrictions signs, install an additional sign in the middle to emphasise the restrictions).

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38.	**Special Use Zones** Authority to approve and/or refuse an application for the following Special Use Zones: · Works Zones; · Loading Zones; · Mail Zones; · Motorcycle Parking; · Bus Zone; · Taxi Zone; · Police Vehicles Zone; · Disabled Parking; · Temporary Bus Zones (e.g. for Railway Buses); subject to consent being obtained from the NSW Police and in addition: · in the instance of Mail Zones, consent is obtained from Australia Post; and · in the instance of Bus Zones, consent is obtained from the Transport NSW.
39.	**Traffic Facilities** To approve the installation of individual traffic facilities projects, where: · the individual traffic facility project forms part of that financial year's traffic facilities program which has previously been approved; and · Subject to compliance with any applicable Council policies.
40.	**Warning Signs** To approve the installation of warning signs as defined in applicable Australian Standards and where the NSW Police agree with the installation.
41.	**Signs Across Driveways** To approve or refuse an application for signs or line marking across a driveway, where the NSW Police agree with the approval or refusal.
42.	**Traffic Bollards** To approve or refuse an application for the use of traffic bollards.
43.	**Vehicular Crossings and Footpath Restorations** To approve or refuse the construction of vehicular crossings and/or restoration works on Council land or over Council controlled road reserves.
44.	**Street Lighting** To approve the installation of additional street lighting facilities and associated charges.
45.	**Storm water Drainage Works** To approve or refuse all connections from private property to Council's storm water systems where those works are for the sole benefit of the development and do not revert to the control and management of the Council.
46.	**Variation of Working Hours** To authorise a one-off variation to the restricted hours of building works where: · urgent building works are required to be carried out; · large cranes must stand on streets; · the loading/unloading of materials and pouring of the concrete would otherwise cause interference to traffic; and · the work requires the erection or removal of hoarding tower cranes, awnings and the like.

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47.	**Positive Covenants, Easements and Section 88B instruments under the Conveyancing Act, 1919** - To approve and sign the grant or removal of a positive covenant or restriction contained in any positive covenant, easement and/or section 88B instrument under the *Conveyancing Act 1919*; - To suspend the operation of any regulatory instrument in reliance upon ~~section 28~~ of the *Environmental Planning and Assessment Act 1979* and subject to Council policy and law.
48.	**Public Notification of Applications** - To determine whether a development application should be exempt from notification, subject to any applicable Council policy - To determine such persons who own land or who reside in properties that may be detrimentally affected by a development and to ensure such persons are notified in accordance with any Council policy.
49.	**Professional Certifications** To approve or refuse professional certification from an accredited certifier in respect of complying development or building certification where that certifier is accredited to undertake that work.
50.	**Building Professionals Act** Authority under section 5 of the *Building Professionals Act 2005* to make a recommendation on behalf of Council in support of an application to the Board for accreditation to carry out certification work (or the renewal of accreditation) on behalf of Council.
51.	**Work on Private Land by Agreement** To exercise Council's power to carry out work on private land, subject to the consent of the owner and/or a legal right for Council to carry out the works.
52.	**Entering of Premises** To enter and authorise Council employees (or other persons) to enter, any premises for the purposes of enabling the Council to exercise its functions under any Act.
53.	**Water Restrictions** Determine water restrictions in accordance with NSW State Government direction.
54.	**Library Act** To exercise all powers of Council under the *Library Act 1939*.
55.	**Motor Vehicle Fleet** To manage Council's motor vehicle fleet.
56.	**Weed Control Activities** To exercise and/or perform on behalf of Council, as the Local Control Authority, all of the functions conferred or imposed on Council pursuant to the Biodiversity Act, 2015 and associated Regulations.

57.	**Plumbing and Drainage**
	To:
	- Monitor compliance with the Plumbing and Drainage Act 2011 (s19(a)).
	- Ensure that any plumbing and drainage work carried out does not threaten public health or safety (s19(b)).
	- Undertake any other functions conferred or imposed on the plumbing regulator by the Plumbing and Drainage Act 2011 (s19(c)) other than
	  o Receiving notices of work and other documentation required to be submitted to the plumbing regulator concerning proposed alternative solutions (s9(3)) of the Plumbing and Drainage Act and clause 10 of the Plumbing and Drainage Regulation 2012,
	  o Authorising fittings for use in plumbing and drainage work (s20), and
	  o Initiating criminal or other proceedings as provided for in Part 5 of the Plumbing and Drainage Act 2011.

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58.	**Contracts – review** To provide legal review of any contract, licence, lease or deed for execution, or other legal documents.
59.	**Legal advice** To seek legal advice from Council's lawyers.
60.	**Legal representation** To legally represent the Council in all jurisdictions including the local court, Land and Environment Court, District Court, Federal Court, Supreme Court, High Court, commissions or tribunals.
61.	**Litigation** To instruct lawyers to initiate and/or defend all matters on behalf of Council.
62.	**Settle Claims** To settle claims and legal matters on behalf of Council.
63.	**Subpoena** To provide Council documents and records requested under subpoena.

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Glossary of Terms

Act	Means *Local Government Act 1993*
Authority	Means any government (state or federal), government department, statutory corporation or other body having power to legally direct the Council or its officers.
Chief Executive	Means the Chief Executive of the Office of Local Government or the Chief Executive of any other government department which has the carriage of the administrative functions of the Act and the portfolio of Local Government.
Director-General	Means the Director-General of the Office of Local Government or the Director-General of any other government department which has the carriage of the administrative functions of the Act and the portfolio of Local Government.
Law	Means the requirements of all statutes, rules, ordinances, codes, regulations, proclamations, by-laws, environmental planning instruments, directions and consents of any Authority.
Minister	Means the Minister for Local Government or any future title given to a ministerial position of a future New South Wales State Government portfolio that includes governance of Local Government.
Office	Means the Office of Local Government, Department of Premier & Cabinet, or any future department (or combined department) carrying out the functions of the present Division of Local Government for the State of New South Wales.

Version Control

Title	Delegations of Authority			
ECM Doc Set ID	52764			
Date Adopted	19 October 2017			
Council Minute No.	204/17			
Responsible Officer	Governance and Corporate Support Coordinator			
Version Number	**Modified By**	**Modifications Made**	**Date modified and Approved by Council**	**Council Minute Number**
2	Caroline Wallis	Update to Register structure i.e. separated into 2 parts. Updated S377 of LG Act, incl of clauses (1A), and (3) Amended list of Council Committees Corrected reference to repealed legislation.		
3	Lachlan Sharp	Update to Delegations to other bodies. Update to Delegation to Committees of Council		
4	Suni Campbell	As per Council Report	16 July 2020	2020/135
5	G Briscoe-Hough	As per Council Report	15 July 2021	2021/95
6	N Holahan	As per Council Report		

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Edward River COUNCIL

Register of Delegations
Part 2

Delegation to Council Employees by the Chief Executive Officer

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Delegation to Staff by the Chief Executive Officer

In accordance with section 378 of the *Local Government Act 1993* I, **Jack Bond,** delegate the powers, authorities, duties and functions of Council as set out Parts A - D to the persons who have been employed by Council and hold the named staff positions, (Appointed Delegates) or the persons who from time to time hold (or are acting in) the positions named therein.

In addition to the delegated powers, authorities, duties, and functions of Council expressly delegated by me in this document to employees of Council, Council employees are delegated the powers, functions, and duties of Council in accordance with the job description of the relevant position the staff member holds from time to time.

All delegations made by me as Chief Executive Officer in this document (Register of Delegations Part 2) are subject to the following limitations:

1. The delegated power, authority, duty, or function being performed in accordance with Council Policy and Procedures;

2. The delegated power, authority, duty, or function being performed in accordance with the Law;

3. Any limitations on the scope of the power, authority, duty, or function delegated to the Chief Executive Officer by Council in Register of Delegations Part 1;

4. The delegated power, authority, duty, or function being performed to not exceed monetary limits in accordance with Council's Procurement Policy. Should performance of the delegated function exceed the applicable monetary threshold, the delegate must obtain the approval of their respective superior Manager, Director, or Chief Executive Officer.

The delegations made by the Chief Executive Officer will remain in force until they are revoked or amended by the Chief Executive Officer.

Jack Bond
Chief Executive Officer

16 September 2025

Staff position abbreviations

AO (DS)	Administration Officer (Development Services)
BA	Business Analyst
BHS	Building & Health Surveyor
BO	Biodiversity Officer
CCS	Coordinator Customer Support
CED	Coordinator Economic Development
CFS	Coordinator Financial Services
CL	Coordinator Library
CO	Creditors Officer
CPC	People & Culture Business Partner
CPSO	Corporate Performance & Strategy Officer
CRR	Coordinator Rating & Revenue
CSO	Customer Service Officer
CT&C	Coordinator Tourism & Community
DCS	Director Corporate Services
DE	Development Engineer
DINF	Director Infrastructure
EA (Inf)	Executive Assistant (Infrastructure)
FA	Financial Accountant
FO	Finance Officer
GC	Governance Coordinator
GO	Grants Officer
HBC	Health & Building Coordinator
HBO	Health & Building Officer
ICTC	ICT Coordinator
MCE	Manager Community & Economy
MCEx	Manager Customer Experience
MDS	Manager Development Services
MF	Manager Finance
MFOS	Manager Facilities & Open Spaces
MGSR	Manager Governance, Safety & Risk
MPCW	Manager Projects & Capital Works
MPC	Manager People & Culture
MT	Manager Transport
MU	Manager Utilities
PC	Projects Coordinator
PLO	Planning Officer
PM	Projects Manager
PO	Property Officer
PRO	Procurement Officer
RANG	Ranger
RC	Risk Coordinator
REC	Records Officer

RO	Revenue Officer
RRAA	Rates & Revenue Administration Assistant
RSO	Road Safety Officer
SAC	Strategic Assets Coordinator
SE	Services Engineer
SPG	Supervisor Parks & Gardens
SRC	Supervisor Roads Construction
SRR	Supervisor Resource Recovery
SRS	Supervisor Roads Services
SW	Supervisor Workshop
SWSS	Supervisor Water & Sewer Services
TLVS	Team Leader Visitor Services (Under review)
TOS	Technical Officer Services
WHSWBC	Work Health & Safety & Well Being Coordinator
T4	Includes roles at Tier 4 titled ‘Supervisor’ and ‘Coordinator’
T5	Includes roles at Tier 5 titled ‘Team Leader’ and ‘Head’

Delegations to Staff

Part A – Financial Matters		Appointed Delegates
A01	**Responsible Accounting Officer** To be the designated Responsible Accounting Officer, in accordance with accordance with the *Local Government Act 1993*, Local Government Regulations 2005 and the requirements of the current publications issued by the Australian Accounting Standards Board.	MF
A02	**Obtain Quotations and Authorise Purchase Orders** To obtain quotations, authorise the purchase of, and issue official orders for goods, works and services required for the functioning of Council and to incur expenditure for such goods, works and services (excluding that for the purchase of major items or works plant, and/or motor vehicles) according to Council's Procurement Policy, approved budget and/or Council resolution.	Refer to Appendix 1
A03	**Authorise Payment of Salaries and Wages** To authorise the payment of salaries and wages.	Directors MF CFS FA
A04	**Payment of Contractors and Direct Creditors** To approve or refuse payment to contractors and direct creditors.	Directors MF CFS FA
A05	**Approve Electronic Funds Transfers (EFT), Direct Debits and Sign and** **Countersign Cheques on Council's Bank Account** To approve electronic funds transfer (EFT), Direct Debits and sign or countersign cheques drawn on Council's bank accounts.	Directors MF CFS FA
A06	**Check and Certify the Annual Statutory Accounts** To check and certify statutory accounts against Council records.	DCS MF
A07	**Authorise Expenditure for Urgent Works** To authorise expenditure outside the budget approved by Council to undertake urgent works to reduce or eliminate a significant health or safety hazard.	Directors
A08	**Lodgement of a Cash Bond or Bank Guarantee** The authority to require the lodgement of a cash bond or bank guarantee.	Directors MF MDS MPCW
A09	**Overdraft Limit** To negotiate Council's overdraft limit.	DCS MF
A10	**Sale or Disposal of Materials or Equipment** To sell old materials, spoilt or obsolete equipment.	Directors
A11	**Debt Write Off** To authorise writing off uncollectible debts (for charges and sundry debtors) up to a maximum amount of $500 per debt.	Directors
A12	**Issue Accounts** To authorise the issue of accounts for services provided by Council.	Directors MF CRR RO FO CO

A13	**Borrowings** To authorise application for borrowings from financial institutions at the direction of Council and subject to a resolution of Council to approve this application.	DCS MF
A14	**To Engage Consultants** To engage consultants to assist with Council projects, subject to compliance with Council policy.	Directors Managers
A15	**Investment of Money** Arrange the investment of money that is not presently required by Council in a form of investments notified by order of the Minister and published in the Government Gazette and in accordance with Council's adopted policy.	MF DCS CFS FA *as per Appendix 1*
A16	**Write off Accrued Interest** Write off accrued interest on rates and charges if the payment of the accrued interest would cause hardship.	DCS MF
A17	**Accounts Receivable – Payment by Instalment** To negotiate with any ratepayer or debtor for payment to be made by reasonable and satisfactory instalments.	MF DCS CRR CFS FA
A18	**Refund of Over-payments** To authorise the refund of all over-payments subject to appropriate certification.	DCS MF
A19	**Refund of DA/Construction Certificate/CDC/LAP Application Fees** • To determine the refund of all or part of the fees paid for development or where the application is either not proceeded with or is withdrawn subsequent to assessment. • To determine the refund of all or part of a bond lodged with Council in relation to approval conditions.	Directors MDS
A20	**Rebate of Rates** To grant rebates of rates to qualified rateable persons in accordance with the provisions of the Act.	DCS MF CRR RO
A21	**Approve Credit Notes**	Directors MF CFS FA
A22	**Complete all financial certifications** To complete all financial certifications required by the Act and Regulations.	CFO
A23	**Authorise the reduction for water and wastewater consumption charges up to a maximum amount of $10,000** To reduce water and wastewater consumption charges.	DINF
A24	**Waive release fees, maintenance fees and surrender fees as per section 67 of the *Companion Animals Act 1998*.**	DINF MDS

Part B – Staffing Matters		Appointed Delegates
B01	**Recruitment** Recommend to the Chief Executive Officer the appointment of permanent staff.	Directors
B02	**Payment of Benefits and Allowances** Approve or refuse payment of allowances and employment entitlements and benefits in accordance with the Local Government (State) Award 2017 and applicable employment contracts, through the authorisation of timesheets (including overtime and on-call).	Directors MPC Managers T4
B03	**Salary Step Progressions for Staff** Recommend to the Chief Executive Officer the approval or refusal of salary step progression for staff under the Local Government (State) Award 2017.	Directors MPCW
B04	**Higher Duties** a) Approve or refuse higher duties for staff under the Local Government (State) Award 2017. b) Recommend 'discretionary' higher duties to the Chief Executive Officer	Directors MPCW
B05	**Disciplinary Action for Employees** Recommend to the Chief Executive Officer appropriate disciplinary action, including the dismissal of employees or consultants/contractors on such terms that the Chief Executive Officer deems appropriate.	Directors MPCW
B06	**Education Assistance** Recommend to the Chief Executive Officer the approval or refusal of education assistance for Council employees.	Directors MPCW
B07	**Flexible Work Arrangements** Recommend do the Chief Executive Officer to approve or refuse ongoing flexible work arrangements in accordance with Council's Flexible Working Policy.	Directors MPCW
B08	**Flexi-Time** Approve or refuse ad-hoc flexi-time accruals and use of accrued hours.	Directors Managers T4
B09	**Report of Injury** Recommend to the Chief Executive Officer the approval or refusal for the employer's report of injury to Council's workers compensation insurer.	Directors MPC
B10	**Approve Leave** Approve or refuse leave for Council employees having due regard to the proper functioning of Council and maintenance of appropriate levels of service to the public in accordance with Council's policies.	Directors Managers T4 T5
B11	**Travelling and Subsistence Expenses** To approve or refuse the payment of travelling and related expenses.	Directors Managers
B12	**Replacement of Personal Property** To approve or refuse claims for the loss of personal property provided that such property was required for the normal performance of the employee's duties.	Directors MPCW
B13	**Employment Outside of Council** Recommend to the Chief Executive Officer the approval or refusal for employees to engage in private employment or contract work outside of their Council employment.	Directors

B14	**Authorise personal use of Council Equipment by Employees** To determine any requests for use of Council equipment for the personal or private use by employees.	Directors MPCW
B15	**Use Intellectual Property Created in the Course of Employment** Recommend to the Chief Executive Officer the refusal, approval or conditionally approval of any request by an existing or previous employee of Council for the non-exclusive use of intellectual property of Council created by the employee during the course of the employment with Council, providing there is no monetary or commercial benefit to the employee.	Directors MPCW
B16	**Authorise and co-authorise tax file number declaration forms**	MPC CPC
Part C – Governance		**Appointed Delegates**
C01	**Correspondence** To reply to all routine correspondence that does not require the prior consideration of Council and is within the scope of the delegate's position description.	Staff, per PD
C02	**Invitation to Address Council** a) To invite a group or individuals to address any Council meeting; b) To invite a group or individuals to address a Council Committee meeting.	Directors; Directors Managers
C03	**Destruction of Corporate Documentation** Authority to approve destruction of corporate documentation in accordance with the *State Records Act 1998*.	Directors
C04	**Signing of Contracts and Agreements** To sign contracts, deeds and agreements that do not require the Council Seal.	Directors
C05	**Enter into Leases, Licences and Other Legal Transactions** Authority to negotiate and enter into any form of Lease or Licence or other transaction for use of land or assets, subject to compliance with the Act, and subject to the Chief Executive Officer making reasonable enquiries into the appropriate payments to be made to Council and consulting with Council's solicitor to determine the appropriate format of the legal agreement.	Directors
C06	**Receive and Investigate Complaints** a) receive complaints b) authorise investigation and action to be taken by the appropriate officer regarding any complaints or requests received by Council.	All staff; Directors Managers T4
C07	**Code of Conduct Complaints Coordinator** Pursuant to Council Policy and Clause 3.13 of the Office of Local Government's Procedures for the Administration of Council's Code of Conduct, act as Code of Conduct Complaints Coordinator.	MGSR
C08	**Alternate Code of Conduct Complaints Coordinator** Pursuant to Council Policy and Clause 3.13 of the Office of Local Government's Procedures for the Administration of Council's Code of Conduct, act as alternate to the Code of Conduct Complaints Coordinator.	GC
C09	**Act as Council's Public Officer** To act as the Public Officer in relation to functions contained within section 343 of the Act.	DCS

C10	***Privacy and Personal Information Protection Act 1998* – Powers to Comply with Act** Authority to exercise and/or perform all powers and functions necessary or desirable to enable Council to comply with its obligations under the Act.	DCS MGSR MCEx GC CCS
C11	***Privacy and Personal Information Protection Act 1998* – Conduct Internal Review** Authority to conduct internal review requested by an aggrieved person, pursuant to sections 53 and 54.	DCS MGSR MCEx
C12	**Respond to Minister and Department** To respond and liaise with the Minister and his/her representatives and the Department in relation to correspondence, inquiries, or requests for information.	Directors
C13	**Manage the renewal and maintenance of domain names and IP Addresses**	MCEx ICTC
C14	**Manage the renewal and maintenance of Australian Communications and Media Authority radio transmissions licences** Administer the provisions and cautions as they apply to Council and in accordance with the *Radiocommunications Act 1992*.	MCEx ICTC
Part D – Operational		**Appointed Delegates**
D01	**Issue Proceedings in Consultation with the Chief Executive Officer** • To initiate or carry on proceedings, to act on behalf of Council and to negotiate on matters in issue between parties, and to settle any proceedings in any Court or Tribunal, including but not limited to the Local, District or Supreme Courts of any State or Territory, any Industrial Relations Tribunal or Commission, and the Land and Environment Court with approval from the Chief Executive Officer; • To authorise the issue or withdrawal of any penalty infringement notices or complaint or the institution of any proceedings for the recovery of any penalty or the making of any order for or in respect of any offence, nuisance, or any other matter or thing whatsoever which Council might be entitled to recover or seek under any Act or Regulation with approval from the Chief Executive Officer; • To instruct and engage Council's Solicitors and Counsel, subject to approval from the Chief Executive Officer.	Directors Managers Directors
D02	**Notice of Intention and Orders** To issue Notices of Intention to issue orders and orders under the *Local Government Act 1993*, the *Environmental Planning and Assessment Act 1979,* the *Protection of the Environment Operations Act 1997*, the *Companion Animals Act 1998,* and the *Roads Act 1993*.	MDS

D03	**Determination of Part 4 applications made under the *Environmental Planning and Assessment Act 1979* and relevant regulations.** Determine an application under Part 4 of the *Environmental Planning and Assessment Act 1979* except in the following circumstances: a) Any designated development; b) Any development application with an estimated value of $3 million or more; c) Any development application that seeks a variation to a development standard in an LEP or a requirement of a DCP where it would result in a material adverse impact on a person who made a written objection to the application due to non-compliance d) Any development application where Council is the applicant, owner, or have the care and/or control of the land on which the application is proposed; e) Any development application which the Chief Executive Officer or a Councillor request in writing, prior to determination under delegated authority that it be referred to Council for determination; f) Any development application where more than six written objections to the proposal has been received during exhibition where mediation has not resolved the issue raised or Council determination has been requested by the objector; and/or g) Any application for modification of consent where Council (or the Land and Environment Court) made the determination on the application, other than: • Modifications to a Council consent which involve only minor changes; or • Modification which, following renotification receive no submissions.	DINF MDS PLO BHS HBC
D04	**Issue of Permits, Certificates or Approvals** To approve or refuse the issue of permits, certificates and approvals for activities that are required to be regulated under the provisions of the Act and the *Environmental Planning and Assessment Act 1979* or related legislation including, but not limited to: • Certificates issued under Part 6 of the *Environmental Planning and* Assessment *Act 1979*; and • Section 68 of the *Local Government Act 1993*.	DINF MDS BHS PLO HBC SE DE
D05	**Ministerial Delegation of Local Environmental Plan Making Decisions** Recommend to the Chief Executive Officer subject to the Minister delegating functions under section 3.36 of the *Environmental Planning and Assessment Act 1979*, and subject to Council resolving to accept the Ministerial delegation, only those functions identified in the Ministerial delegation may be carried out.	DINF MDS
D06	**Storm Water Drainage Works** Where Council has approved a subdivision or development application subject to the construction of storm water drainage works that revert to the care, control, and management of Council, to approve such works upon submission of all necessary plans and documentation.	MT DINF DE
D07	**Issue concurrence to the Local Land Services under s78 *Local Land Services Act 2013*** Issue concurrence to the Local Land Services under s78 *Local Land Services Act 2013* for the issuing of a stock permit on a road vested in Council that is not a Crown road.	DINF MDS MT

D08	**Implementation of Adopted Operational Plan** In accordance with Section 405 of the Act, implement any work, service or action provided for in the adopted Operational Plan	Directors Managers T4 T5
D09	**Funding Application** Authority to sign funding applications and associated documents, once approved by Council.	Directors Managers
D10	**Removal of Derelict Vehicles** Authority to engage contractors to remove derelict vehicles from roads, road reserves and public places.	RANG MDS DINF
D11	**Approve Applications for Street Activities** Recommend to the Chief Executive Officer to approve or refuse: • applications for street stalls or similar activity; • applications for the collection of money for charitable appeals or similar activity.	MDS PLO DINF
D12	**Filming/Photography in Parks, Reserves and Public Places** To approve applications to film/photograph in Council's parks, reserves and public places, subject to the conditions and fees determined by Council.	DINF MDS MFOS
D13	**Casual Use of Council Parks, Reserves or Council Property** To approve or refuse applications for the casual use of parks, reserves or property in accordance with Council Policy (if any) and subject to approved fees (if any).	DINF MFOS
D14	***Government Information (Public Access) Act 2009* – Overriding Public Interest Against Disclosure** Authority to decide whether there is an overriding public interest against disclosure for the purposes of sections 6-9, 32(1)(d), 58(1)(d) and (f).	DCS MGSR MCEx
D15	***Government Information (Public Access) Act 2009* – Authorised Proactive Release of Information** Authority to make any government information held by Council publicly available unless there is an overriding public interest against disclosure of the information, pursuant to section 7.	Directors Managers MGSR MCEx IMO
D16	***Government Information (Public Access) Act 2009* – Informal Release of Information** Authority to release government information held by it to a person in response to an informal request by the person (that is, a request that is not an access application) unless there is an overriding public interest against disclosure of the information.	Directors Managers MCEx IMO
D17	***Government Information (Public Access) Act 2009* – Validity of Application:** Authority to decide whether the application is a valid access application and notify the applicant of its decision in accordance with sections 51, 51A and 52, pursuant to section 51.	DCS MCEx
D18	***Government Information (Public Access) Act 2009* – Consultation** Authority to consult with a person before providing access to information relating to the person and decide whether information about a person consulted under this section is likely to be included in the agency's disclosure for the purposes of giving a written notice to the person, in accordance with section 54, pursuant to section 54.	DCS MCEx

D19	***Government Information (Public Access) Act 2009* – Personal Factors of the Application** Authority to require an applicant to provide evidence concerning any personal factors of the application that were relevant to a decision by the agency that there was not an overriding public interest against disclosure of the information, pursuant to section 55.	DCS MCEx
D20	***Government Information (Public Access) Act 2009* – Deciding Access Applications** Authority to decide an access application and give the applicant notice of the decision in accordance with section 9 and Part 4, Division 4 (sections 57 – 63), pursuant to section 9 and Part 4, Division 4.	DCS MCEx IMO
D21	***Government Information (Public Access) Act 2009* – Processing Charge** Authority to carry out the functions of Council as an agency under the *Government Information (Public Access) Act 2009* which are provided for in Part 4, Division 5 (sections 64-71) of the *Government Information (Public Access) Act 2009* in accordance with those sections, including the following functions: • To impose or waive a processing charge, or discounted processing charge, for dealing with an access application, • to require the applicant to make an advance payment of a processing charge • to refuse to deal further with an access application if the applicant has failed to pay an advance deposit within the time required for payment.	DCS MCEx IMO
D22	***Government Information (Public Access) Act 2009* - Deferral of Access** Authority to defer access to information where Council has decided to provide access in response to an access application, in accordance with section 78.	DCS MCEx
D23	***Government Information (Public Access) Act 2009* – Application of Internal Review** Authority to agree to accept an application for internal review out of time, pursuant to section 83.	DCS MCEx
D24	***Government Information (Public Access) Act 2009* – Conduct of Internal Review** Authority to determine an application for internal review of a decision of Council and give the applicant notice of the decision in accordance with Part 5, Division 2.	DCS MCEx
D25	***Government Information (Public Access) Act 2009* – Review by Information Commissioner** Authority, pursuant to a recommendation by the Information Commissioner, to reconsider a decision and make a new decision in accordance with section 93.	DCS MCEx
D26	***Government Information (Public Access) Act 2009* – Waiver, Reduction or Refund of Fees and Charges** Authority to waive, reduce or refund any fee or charge payable or paid under the *Government Information (Public Access) Act 2009* in any case that the delegate thinks appropriate, pursuant to section 127.	DCS MCEx
D27	***Government Information (Public Access) Act 2009* – Confidential Information in Register** Authority to decide whether or not to include information in the register, pursuant to section 32.	DCS MCEx

D28	**To Enforce the Payment of Rates** • To issue notices under the Act for the recovery of rates. • To approve alternative options for the collection of outstanding rates, including collection of rent in lieu of rates, issuing of proceedings, accepting exchange of land and such other alternatives available to Council under the Act.	DCS MF CRR
D29	**Rate Books** Authority to: • amend the rate and valuation books/records where such amendment is necessary by reason of change of ownership, occupancy or address; • raise or reduce the sum rates owing due to error; • include any land which ought to have been rated; • to write off accrued interest to a maximum of $100; • act in accordance with the Act to manage the rate books/records and recover rates and charges owing to Council.	DCS MF CRR
D30	**Insurance Claims – Policy Excess** To resolve claims on Council's behalf up to the level of the excess applicable to each insurance policy.	DCS MGSR RC
D31	**Council Property – Notices to Quit** Recommend to the Chief Executive Officer to authorise and sign notices to quit to tenants whose rent arrears exceed four weeks, or to take such alternative action necessary to manage tenants and recover outstanding rent or payments.	Directors MFOS PO
D32	**Use of Council Owned Properties** To approve or refuse to grant Council's consent to a third-party development application that may traverse or impact upon Council land.	DINF MFOS
D33	**Determination of Reserve Price and Disposal of Plant, Equipment and Vehicles by Public Auction, Tender or Trade-in** Authority to approve a sale price for Council plant, equipment, or vehicles if: • the best offer is more than 10% below the reserve price; and • the reserve price has been set by consulting either a valuer, auctioneer, or professional book (i.e., Red Book); and • results from previous auctions for similar plant, equipment or vehicles has been considered.	DINF PRO MFOS SW
D34	**Dividing Fences** To authorise a contribution on behalf of Council for not more than one half the cost of fencing a boundary common to land owned by Council or under Council's care, control, and management, subject to two quotations being obtained and subject to the *Dividing Fences Act 1991*	DINF PO MFOS
D35	**Airstrip** To operate and maintain the Council airstrip in accordance with all applicable legislative requirements.	MFOS DINF
D36	**Impounding Officer** To exercise the powers of Council's Impounding Officer.	MDS RANG DINF
D37	**Pruning or Removal of Trees** To approve or refuse applications from residents to prune, top, lop or remove trees either on the applicant's property or Council's property, subject to the payment of any required fee, if any, and in accordance with Council's Tree Preservation Order, if any.	DINF

D38	**Waste Management Centre (Landfill and Transfer Stations)** To operate and maintain Council's Landfill and Transfer Stations in accordance with all applicable legislative requirements.	DINF MU SRR
D39	**Cemeteries and Crematorium** To operate and maintain Council's Cemeteries and Crematorium in accordance with all applicable legislative requirements.	DINF MFOS SPG
D40	**Maintain Cemetery Records** Update and maintain Council's Cemetery records in accordance with all applicable legislative requirements.	DINF MFOS SPG EA (Inf) MCEx CSO
D41	**Administer Functions Provided by Other Legislation** To administer the provisions of the following legislation as they apply to Council: The list below is not exhaustive and will change per legislative changes.	Appointed Delegates
	Cemeteries and Crematorium Act 2013	DINF MU MFOS SPG CSO DCS
	Community Land Development Act 2021	MDS PLO
	Companion Animals Act 1998	RANG MDS
	Conveyancing Act 1919	Directors MDS PLO
	Crown Lands Management Act 2016	MDS RANG PO
	Environmental Planning and Assessment Act 1979 • Note- BST and AO (DS) have power of entry only	MDS RANG BHS PLO BST HBC AO (ES)
	Fire & Rescue NSW Act 1989	DINF MU
	Fluoridation of Public Water Supplies Act 1957	DINF MU SWSS
	Food Act 2003 • Note- BST has power of entry only	MDS BHS BST HBC
	Government Information (Public Access) Act 2009	DCS REC MCEx

Graffiti Control Act 2008	MDS RANG
Heritage Act 1977	MDS PO
Library Act 1939	MCEx
Liquor Act 2007	MDS BHS PLO
Local Government Act 1993 • Note- BST and AO (DS) have power of entry only	All staff per PD Directors MDS RANG BST AO (DS) BHS PLO HBC
Plumbing and Drainage Act 2011	DINF MDS MU MT BST PLO HBC BHS
Privacy and Personal Information Protection Act 1998	Applies to all Council staff
Protection of the Environment Operations Act 1997 • Note- BST has power of entry only	MDS RANG BST BHS HBC PLO
Public Health Act 2010	MDS RANG BST BHS HBC
Public Spaces (Unattended Property) Act 2021	MDS RANG
Roads Act 1993	DINF MT MDS RANG SRC SRS
Roads Transport Act 2013	DINF MT MU MDS RANG

	Rural Fires Act 1997	DINF MU MFOS MDS RANG
	State Emergency and Rescue Management Act 1989	DINF MU
	Swimming Pools Act 1992	MDS BST BHS DINF HBC PLO
	Unclaimed Money Act 1995	DCS MF
	Water Supply Authorities Act 1987 *Water NSW Act 2014*	DINF MU SWSS
	Work Health and Safety Act 2011	Applies to all Council staff
D42	**Parking Infringement Notices** To issue Parking Infringement Notices.	RANG MDS
D43	**Issue General Infringement/Penalty Notices** Relating but not limited to companion animals, illegal dumping, wandering stock.	RANG MDS BHS HBC
D44	**Temporary Road Closure** To approve temporary road closures where: • the temporary road closure is not more than two consecutive days; and • the Road and Maritime Services approves the Traffic Management Plan and grants a road occupancy licence (as required); and • the NSW Police approve the closure; and • the application complies with Council's Policy.	DINF MT
D45	**Sign Adjustment** To make the following sign adjustments to: • change old "No Standing" signs to "No Parking" signs, as per the Australian Road Rules • change existing parking restriction times • move existing signs to a more visible location (e.g., move a sign hidden behind a tree trunk) • install "repeater"/additional signs (e.g., where there are existing parking restrictions signs, install an additional sign in the middle to emphasise the restrictions).	DINF MT

D46	**Special Use Zones** Authority to approve and/or refuse an application for the following Special Use Zones: • Works Zones; • Loading Zones; • Mail Zones; • Motorcycle Parking; • Bus Zone; • Taxi Zone; • Police Vehicles Zone; • Disabled Parking; • Temporary Bus Zones (e.g., for Railway Buses). Subject to consent being obtained from the NSW Police and in addition: • in the instance of Mail Zones, consent is obtained from Australia Post; and • in the instance of Bus Zones, consent is obtained from the State Transit Authority.	DINF MT
D47	**Traffic Facilities** To approve the installation of individual traffic facilities projects, where: • the individual traffic facility project forms part of that financial year's Traffic Facilities Program which has previously been approved; and • subject to consultation of residents.	DINF MT
D48	**Warning Signs** To approve the installation of Warning Signs, as defined in applicable Australian Standards, and where the NSW Police agree with the installation.	DINF MT
D49	**Signs Across Driveways** To approve or refuse an application for signs or line marking across a driveway.	DINF MT
D50	**Traffic Bollards** To approve or refuse an application for the use of traffic bollards.	DINF MT
D51	**Vehicular Crossings and Footpath Restorations** To approve or refuse the construction of vehicular crossings and/or restoration works on Council land or over Council controlled road reserves.	DINF MT DE
D52	**Street Lighting** To approve the installation of additional street lighting facilities and associated charges.	DINF
D53	**Storm Water Drainage Works** To approve or refuse all connections from private property to Council's storm water systems where those works are for the sole benefit of the development and do not revert to the control and management of Council.	DINF MT DE
D54	**Variation to Development Approval conditions - Working Hours** To authorise a one-off variation to the restricted hours of building works where: • urgent building works are required to be carried out; • large cranes must stand on streets; • the loading/unloading of materials and pouring of the concrete would otherwise cause interference to traffic; • and the work requires the erection or removal of hoarding tower cranes, awnings, and the like.	DINF MDS BHS PLO

D55	**Positive Covenants, Easements and Section 88B Instruments under the *Conveyancing Act 1919*** Recommend to the Chief Executive Officer to approve and sign the grant or removal of a positive covenant or restriction contained in any positive covenant, easement and/or section 88B instrument under the *Conveyancing Act 1919*, in accordance with section 28 of the *Environmental Planning and Assessment Act 1979* and subject to applicable Council Policy and legislation.	MDS PLO DINF
D56	**Public Notification of Applications** • To determine whether a development application should be exempt from notification, subject to any applicable Council Policy. • To determine such persons who own land or who reside in properties that may be detrimentally affected by a development and to ensure such persons are notified in accordance with any Council Policy.	MDS PLO BHS DINF HBC
D57	**Professional Certifications** To approve or refuse professional certification from an Accredited Certifier in respect of Complying Development or Building Certification where that Certifier is accredited to undertake that work.	MDS BHS PLO HBC
D58	***Building Professionals Act 2005*** Authority under section 5 of the *Building Professionals Act 2005* to make a recommendation on behalf of Council in support of an application to the Board for accreditation to carry out certification work (or the renewal of accreditation) on behalf of Council.	MDS BHS HBC
D59	**Work on Private Land by Agreement** To exercise Council's power to carry out work on private land.	DINF MDS BHS PLO MU MT MFOS HBC
D60	**Water Restrictions** Recommend to Council Water Restrictions in accordance with NSW State Government direction.	DINF
D61	**Suspend or cancel the operation of an Alcohol-Free Zone in accordance with section 645 of the Act** Recommend to the Chief Executive Officer the suspension or cancellation of Alcohol-Free Zone/s	MDS

Glossary of Terms

Act	means *Local Government Act 1993*
Authority	means any government (state or federal), government department, statutory corporation or other body having power to legally direct Council or its officers
Deputy Secretary	means the Deputy Secretary Local Government or the Deputy Secretary of any other government department which has the carriage of the administrative functions of the Act and the portfolio of Local Government
Law	means the requirements of all statutes, rules, ordinances, codes, regulations, proclamations, by-laws, environmental planning instruments, directions, and consents of any Authority
Minister	means the Minister for Local Government or any future title given to a ministerial position of a future New South Wales State Government portfolio that includes a Local Government portfolio.
Office	means the Office of Local Government, or any future department (or combined department) carrying out the administration of local government functions for the State of New South Wales

Appendix 1 Expenditure Level Delegations for Authorisation and Payment

(NOTE: to avoid any doubt, the amounts indicated are inclusive of GST, where applicable)

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Expenditure Level Delegations for Authorisation and Payment

Position Title	Maximum Authorisation (inc GST) for Requisition of Goods or Services and Works under delegation	Maximum Authorisation (inc GST) for requisition of goods or services approved by council resolution	Authorisation to invest	Authorised to approve petty cash expenditure limited to $100 per transaction	Approval level for Purchasing of goods and services by Corporate Credit Card per month	Power to sign cheques	Power to approve EFT and Direct Debit payments
Tier 1 - CEO							
Chief Executive Officer	$250,000	unlimited	$10,000,000	Yes	$10,000	Yes	Yes
Tier 2 - Directors							
Director Corporate Services	$150,000	$250,000	$5,000,000	Yes	$7,500	Yes	Yes
Director Infrastructure	$150,000	$250,000	$0	Yes	$7,500	Yes	Yes
Tier 3 - Managers							
Chief Financial Officer	$50,000	$50,000	$5,000,000	Yes	$5,000	Yes	Yes
Manager Projects & Capital Works	$50,000	$50,000	$0	No	$5,000	No	No
Manager Governance, Safety & Risk	$50,000	$50,000	$0	No	$5,000	No	No
Manager People & Culture	$50,000	$50,000	$0	No	$5,000	No	No

Manager Customer Experience	$50,000	$50,000	$0	Yes	$5,000	No	No
Manager Development Services	$50,000	$50,000	$0	No	$5,000	No	No
Manager Community & Economy	$50,000	$50,000	$0	No	$5,000	No	No
Manager Utilities	$50,000	$50,000	$0	No	$5,000	No	No
Manager Facilities & Open Spaces	$50,000	$50,000	$0	No	$5,000	No	No
Manager Transport	$50,000	$50,000	$0	No	$5,000	No	No
Tier 4 - Coordinators and Supervisors							
Coordinator Financial Services	$25,000	$25,000	$2,000,000	No	$0	Yes	Yes
Risk Coordinator	$25,000	$25,000	$0	No	$0	No	No
Work Health & Safety Coordinator	$25,000	$25,000	$0	No	$0	No	No
Coordinator Customer Support	$25,000	$25,000	$0	No	$0	No	No
ICT Coordinator	$25,000	$25,000	$0	No	$2,500	No	No
Business Analyst	$25,000	$25,000	$0	No	$0	No	No
Coordinator Economic Development	$25,000	$25,000	$0	No	$2,500	No	No
Strategic Assets Coordinator	$25,000	$25,000	$0	No	$0	No	No
Corporate Performance & Strategy Officer	$25,000	$25,000	$0	No	$0	No	No
Coordinator Tourism & Community	$25,000	$25,000	$0	No	$2,500	No	No
Governance Coordinator	$25,000	$25,000	$0	No	$0	No	No

Coordinator Rating and Revenue	$25,000	$25,000	$0	No	$0	No	No
Coordinator Library	$25,000	$25,000	$0	No	$2,500	No	No
Financial Accountant	$25,000	$25,000	$2,000,000	No	$0	Yes	Yes
Services Engineer	$25,000	$25,000	$0	No	$0	No	No
Supervisor Water & Sewer Services	$25,000	$25,000	$0	No	$2,500	No	No
Supervisor Resource Recovery	$25,000	$25,000	$0	No	$2,500	No	No
Supervisor Parks & Gardens	$25,000	$25,000	$0	No	$2,500	No	No
Development Engineer	$25,000	$25,000	$0	No	$0	No	No
Health & Building Coordinator	$25,000	$25,000	$0	No	$2,500	No	No
Supervisor Roads Construction	$25,000	$25,000	$0	No	$2,500	No	No
Supervisor Roads Services	$25,000	$25,000	$0	No	$2,500	No	No
Supervisor Workshop	$25,000	$25,000	$0	No	$2,500	No	No
Tier 5 - Heads, Team Leaders and EAs							
Head Mechanic	$5,000	$5,000	$0	No	$1,000	No	No
Team Leader Water & Sewer Services	$5,000	$5,000	$0	No	$1,000	No	No
Team Leader Parks & Gardens	$5,000	$5,000	$0	$0	$1,000	No	No
Team Leader Visitor Services	$5,000	$5,000	$0	No	$0	No	No
Team Leader Roads	$5,000	$5,000	$0	No	$0	No	No
Team Leader Resource Recovery	$5,000	$5,000	$0	No	$0	No	No
Library Officer L2	$5,000	$5,000	$0	No	$0	No	No

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Executive Assistant (Corporate Services)	$5,000	5,000	$0	No	$1,000	No	No
Executive Assistant (Infrastructure)	$5,000	$5,000	$0	$0	$1,000	No	No
Executive Assistant (CEO & Mayor)	$5,000	$5,000	$0	$0	$2,500	No	No
Planning Officer	$5,000	$5,000	$0	No	$0	No	No
Communications & Engagement Officer	$5,000	$5,000	$0	No	$0	No	No
Tier 6 - Officers							
Finance Officer	$1,000	$1,000	No	No	$0	No	No
Procurement Officer	$1,000	$1,000	$0	No	$0	No	No
Technical Officer Services	$1,000	$1,000	$0	No	$0	No	No
Technical Officer Assets / Property Officer	$1,000	$1,000	$0	No	$0	No	No
Administration Officer (Development Services)	$1,000	$1,000	$0	No	$0	No	No
Administration & Stores Officer Operations	$1,000	$1,000	$0	No	$0	No	No
Biodiversity Officer	$1,000	$1,000	$0	No	$0	No	No
Ranger	$1,000	$1,000	$0	No	$0	No	No

Appendix 2 Certificates of Authority

Certificate of Authority

(for Council officers carrying out enforcement and compliance)

Name:	Marie Sutton	Edward River COUNCIL	
Position:	Manager Development Services		
Date:	16 September 2025		

1. This certificate evidences the delegation of authority granted by the Chief Executive Officer of Edward River Council to the above-named Council Officer.

Source of Powers

2. The named Council officer is authorised to exercise all powers, authorities, duties and functions of an authorised officer, impounding officer or delegated employee (or such other title describing an employee substantially carrying out the duties of the position of the recipient) pursuant to all Acts of New South Wales (and any applicable Federal legislation) that this certificate identifies and extends to all related Rules and Regulations, including, but not limited to the following:

Environmental Planning and Assessment Act 1979	*Local Government Act 1993*	*Companion Animals Act 1998*
Protection of the Environment Operations Act 1997	*Crown Lands Management Act 2016*	*Plumbing and Drainage Act 2011*
Impounding Act 1993	*Swimming Pools Act 1992*	*Heritage Act 1977*
Roads Act 1993 and Road Transport (General) Act 2013	*Road Rules 2014 NSW Consolidated Regulations – under the Road Transport Act 2013*	*Public Health Act 2010*
Boarding Houses Act 2012	*Graffiti Control Act 2008*	*Rural Fires Act 1997*
Food Act 2003		

Nature and Limitation of Powers

3. The named Council officer has been delegated with the authority to exercise and/or perform on Council's behalf all powers, authorities, duties, and functions of all Acts identified in paragraph 2 and any corresponding Rules and Regulations, subject to:
   a) any subsequent and contrary resolution of Council;
   b) any subsequent and contrary written or oral direction of the Chief Executive Officer;
   c) any limitation or control placed upon a delegation detailed in paragraph 5 below;
   d) any limitation or control prescribed within Council's Register of Delegations
4. For the purposes of the *Plumbing and Drainage Act 2011*, the named Council officer is an inspector.
5. The named Council officer is limited in the operation of his/her powers, authorities, duties, and functions as follows:
   a. No Limitations
6. If, under any other legislation or planning instrument, a power, authority, duty or function is conferred or imposed on a person in the above-named position of the Council officer (or such other title describing an employee substantially carrying out the duties of the position of the named Council officer), that power, authority, duty or function is expressly delegated to the named Council officer.

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Certificate of Authority

(for Council officers carrying out enforcement and compliance)

7. This Certificate of Authority permits the exercise of all powers at the following premises:
   a) Residential, providing:
      i. the Council officer has the consent of the owner,
      ii. the Council officer is exercising a legal power of entry in accordance with one of the prescribed Acts identified in paragraph 2 above;
      iii. the Council officer is exercising a search warrant,
   b) Industrial; and
   c) Business Premises

   unless the applicable legislation expressly restrains access.

Identification of Council Officer

8. The named Council officer is identified by the attached photograph and signature.
9. This Certificate of Authority constitutes an 'Identification Card' and a 'written authorisation' for the purposes of any applicable legislation contained in paragraph 2.
10. This Certificate of Authority will be produced by the named Council officer upon request.

Authentication and Application of Authority

11. This Certificate of Authority is issued by the Chief Executive Officer of Council and is endorsed by the execution of this Certificate by the Chief Executive Officer.
12. This Authority supersedes all prior Certificates of Authority issued to the named Council officer.
13. This Authority will remain in force until:
    (a) withdrawn by the Chief Executive Officer;
    (b) superseded by a subsequent Certificate of Authority; or
    (c) the named Council officer ceases employment with Council.

By executing this document, I acknowledge the contents of this Certificate of Authority and agree to be bound by its controls and limitations.

Jack Bond
Chief Executive Officer

Signature of Council officer
acknowledging delegation

Date……... *Date*……

Document Set ID: 268125
Version: 19, Version Date: 04/09/2023

Certificate of Authority

(for Council officers carrying out enforcement and compliance)

Name:	**Justin Learmonth**	Edward River COUNCIL	
Position:	**Ranger**		
Date:	**16 September 2025**		

1. This certificate evidences the delegation of authority granted by the Chief Executive Officer of Edward River Council to the above-named Council Officer.

Source of Powers

2. The named Council officer is authorised to exercise all powers, authorities, duties and functions of an authorised officer, impounding officer or delegated employee (or such other title describing an employee substantially carrying out the duties of the position of the recipient) pursuant to all Acts of New South Wales (and any applicable Federal legislation) that this certificate identifies and extends to all related Rules and Regulations, including, but not limited to the following:

Environmental Planning and Assessment Act 1979	*Local Government Act 1993*	*Companion Animals Act 1998*
Impounding Act 1993	*Crown Lands Management Act 2016*	*Road Rules 2014 NSW Consolidated Regulations – under the Road Transport Act 2013*
Protection of the Environment Operations Act 1997	*Rural Fires Act 1997*	*Roads Act 1993 and Road Transport (General) Act 2013*
Graffiti Control Act 2008		

Nature and Limitation of Powers

3. The named Council officer has been delegated with the authority to exercise and/or perform on Council's behalf all powers, authorities, duties, and functions of all Acts identified in paragraph 2 and any corresponding Rules and Regulations, subject to:
   a) any subsequent and contrary resolution of Council;
   b) any subsequent and contrary written or oral direction of the Chief Executive Officer;
   c) any limitation or control placed upon a delegation detailed in paragraph 5 below;
   d) any limitation or control prescribed within Council's Register of Delegations
4. For the purposes of the *Plumbing and Drainage Act 2011*, the named Council officer is an inspector.
5. The named Council officer is limited in the operation of his/her powers, authorities, duties, and functions as follows:
   a. No Limitations
6. If, under any other legislation or planning instrument, a power, authority, duty or function is conferred or imposed on a person in the above-named position of the Council officer (or such other title describing an employee substantially carrying out the duties of the position of the named Council officer), that power, authority, duty or function is expressly delegated to the named Council officer.

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Certificate of Authority

(for Council officers carrying out enforcement and compliance)

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      ii. the Council officer is exercising a legal power of entry in accordance with one of the prescribed Acts identified in paragraph 2 above;
      iii. the Council officer is exercising a search warrant,
   b) Industrial; and
   c) Business Premises

   unless the applicable legislation expressly restrains access.

Identification of Council Officer

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9. This Certificate of Authority constitutes an 'Identification Card' and a 'written authorisation' for the purposes of any applicable legislation contained in paragraph 2.
10. This Certificate of Authority will be produced by the named Council officer upon request.

Authentication and Application of Authority

11. This Certificate of Authority is issued by the Chief Executive Officer of Council and is endorsed by the execution of this Certificate by the Chief Executive Officer.
12. This Authority supersedes all prior Certificates of Authority issued to the named Council officer.
13. This Authority will remain in force until:
    (a) withdrawn by the Chief Executive Officer;
    (b) superseded by a subsequent Certificate of Authority; or
    (c) the named Council officer ceases employment with Council.

By executing this document, I acknowledge the contents of this Certificate of Authority and agree to be bound by its controls and limitations.

Jack Bond
Chief Executive Officer

Signature of Council officer
acknowledging delegation

Date……... *Date*……

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Version: 19, Version Date: 04/09/2023

Certificate of Authority

(for Council officers carrying out enforcement and compliance)

Name:	**Margie Butcher**	Edward River COUNCIL	
Position:	**Administration Officer (Development Services)**		
Date:	**16 September 2025**		

1. This certificate evidences the delegation of authority granted by the Chief Executive Officer of Edward River Council to the above-named Council Officer.

Source of Powers

2. The named Council officer is authorised to exercise all powers, authorities, duties and functions of an authorised officer, impounding officer or delegated employee (or such other title describing an employee substantially carrying out the duties of the position of the recipient) pursuant to all Acts of New South Wales (and any applicable Federal legislation) that this certificate identifies and extends to all related Rules and Regulations, including, but not limited to the following:

Environmental Planning & Assessment Act 1979	*Local Government Act 1993*

Nature and Limitation of Powers

3. The named Council officer has been delegated with the authority to exercise and/or perform on Council's behalf all powers, authorities, duties, and functions of all Acts identified in paragraph 2 and any corresponding Rules and Regulations, subject to:
   a) any subsequent and contrary resolution of Council;
   b) any subsequent and contrary written or oral direction of the Chief Executive Officer;
   c) any limitation or control placed upon a delegation detailed in paragraph 5 below;
   d) any limitation or control prescribed within Council's Register of Delegations
4. For the purposes of the *Plumbing and Drainage Act 2011*, the named Council officer is an inspector.
5. The named Council officer is limited in the operation of his/her powers, authorities, duties, and functions as follows:
   a. No Limitations
6. If, under any other legislation or planning instrument, a power, authority, duty or function is conferred or imposed on a person in the above-named position of the Council officer (or such other title describing an employee substantially carrying out the duties of the position of the named Council officer), that power, authority, duty or function is expressly delegated to the named Council officer.

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Certificate of Authority

(for Council officers carrying out enforcement and compliance)

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      iii. the Council officer is exercising a search warrant,
   b) Industrial; and
   c) Business Premises

   unless the applicable legislation expressly restrains access.

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Jack Bond
Chief Executive Officer

_____
Signature of Council officer
acknowledging delegation

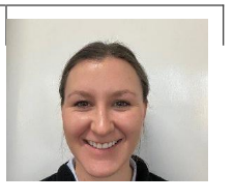
Date……... *Date*……

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Certificate of Authority

(for Council officers carrying out enforcement and compliance)

Name:	**Maddison Gunter**
Position:	**Planning Officer**
Date:	**16 September 2025**



1. This certificate evidences the delegation of authority granted by the Chief Executive Officer of Edward River Council to the above-named Council Officer.

Source of Powers

2. The named Council officer is authorised to exercise all powers, authorities, duties and functions of an authorised officer, impounding officer or delegated employee (or such other title describing an employee substantially carrying out the duties of the position of the recipient) pursuant to all Acts of New South Wales (and any applicable Federal legislation) that this certificate identifies and extends to all related Rules and Regulations, including, but not limited to the following:

Environmental Planning and	*Local Government Act 1993*	*Plumbing and Drainage Act*
Protection of the Environment	*Swimming Pools Act 1992*	*Heritage Act 1977*
Boarding Houses Act 2012	*Public Health Act 2010*	*Food Act 2003*

Nature and Limitation of Powers

3. The named Council officer has been delegated with the authority to exercise and/or perform on Council's behalf all powers, authorities, duties, and functions of all Acts identified in paragraph 2 and any corresponding Rules and Regulations, subject to:
   a) any subsequent and contrary resolution of Council;
   b) any subsequent and contrary written or oral direction of the Chief Executive Officer;
   c) any limitation or control placed upon a delegation detailed in paragraph 5 below;
   d) any limitation or control prescribed within Council's Register of Delegations
4. For the purposes of the *Plumbing and Drainage Act 2011*, the named Council officer is an inspector.
5. The named Council officer is limited in the operation of his/her powers, authorities, duties, and functions as follows:
   a. No Limitations
6. If, under any other legislation or planning instrument, a power, authority, duty or function is conferred or imposed on a person in the above-named position of the Council officer (or such other title describing an employee substantially carrying out the duties of the position of the named Council officer), that power, authority, duty or function is expressly delegated to the named Council officer.

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Certificate of Authority

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      ii. the Council officer is exercising a legal power of entry in accordance with one of the prescribed Acts identified in paragraph 2 above;
      iii. the Council officer is exercising a search warrant,
   b) Industrial; and
   c) Business Premises

   unless the applicable legislation expressly restrains access.

Identification of Council Officer

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9. This Certificate of Authority constitutes an 'Identification Card' and a 'written authorisation' for the purposes of any applicable legislation contained in paragraph 2.
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Authentication and Application of Authority

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    (b) superseded by a subsequent Certificate of Authority; or
    (c) the named Council officer ceases employment with Council.

By executing this document, I acknowledge the contents of this Certificate of Authority and agree to be bound by its controls and limitations.

Jack Bond
Chief Executive Officer

Signature of Council officer
acknowledging delegation

Date……... *Date*……

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Certificate of Authority

(for Council officers carrying out enforcement and compliance)

Name:	**Janette Borella**	Edward River COUNCIL	
Position:	**Casual Relief Ranger**		
Date:	**16 September 2025**		

1. This certificate evidences the delegation of authority granted by the Chief Executive Officer of Edward River Council to the above-named Council Officer.

Source of Powers

2. The named Council officer is authorised to exercise all powers, authorities, duties and functions of an authorised officer, impounding officer or delegated employee (or such other title describing an employee substantially carrying out the duties of the position of the recipient) pursuant to all Acts of New South Wales (and any applicable Federal legislation) that this certificate identifies and extends to all related Rules and Regulations, including, but not limited to the following:

Environmental Planning and Assessment Act 1979	*Local Government Act 1993*	*Companion Animals Act 1998*
Impounding Act 1993	*Rural Fires Act 1997*	*Road Rules 2014 NSW Consolidated Regulations – under the Road Transport Act 2013*
Protection of the Environment Operations Act 1997	*Graffiti Control Act 2008*	*Roads Act 1993 and Road Transport (General) Act 2013*

Nature and Limitation of Powers

3. The named Council officer has been delegated with the authority to exercise and/or perform on Council's behalf all powers, authorities, duties, and functions of all Acts identified in paragraph 2 and any corresponding Rules and Regulations, subject to:
   a) any subsequent and contrary resolution of Council;
   b) any subsequent and contrary written or oral direction of the Chief Executive Officer;
   c) any limitation or control placed upon a delegation detailed in paragraph 5 below;
   d) any limitation or control prescribed within Council's Register of Delegations
4. For the purposes of the *Plumbing and Drainage Act 2011*, the named Council officer is an inspector.
5. The named Council officer is limited in the operation of his/her powers, authorities, duties, and functions as follows:
   a. No Limitations
6. If, under any other legislation or planning instrument, a power, authority, duty or function is conferred or imposed on a person in the above-named position of the Council officer (or such other title describing an employee substantially carrying out the duties of the position of the named Council officer), that power, authority, duty or function is expressly delegated to the named Council officer.

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Certificate of Authority

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      iii. the Council officer is exercising a search warrant,
   b) Industrial; and
   c) Business Premises

   unless the applicable legislation expressly restrains access.

Identification of Council Officer

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10. This Certificate of Authority will be produced by the named Council officer upon request.

Authentication and Application of Authority

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    (a) withdrawn by the Chief Executive Officer;
    (b) superseded by a subsequent Certificate of Authority; or
    (c) the named Council officer ceases employment with Council.

By executing this document, I acknowledge the contents of this Certificate of Authority and agree to be bound by its controls and limitations.

Jack Bond
Chief Executive Officer

Signature of Council officer
acknowledging delegation

Date……... *Date*……

Document Set ID: 268125
Version: 19, Version Date: 04/09/2023

Certificate of Authority

(for Council officers carrying out enforcement and compliance)

Name:	**Leanne Rutledge**
Position:	**Casual Relief Ranger**
Date:	**16 September 2025**



1. This certificate evidences the delegation of authority granted by the Chief Executive Officer of Edward River Council to the above-named Council Officer.

Source of Powers

2. The named Council officer is authorised to exercise all powers, authorities, duties and functions of an authorised officer, impounding officer or delegated employee (or such other title describing an employee substantially carrying out the duties of the position of the recipient) pursuant to all Acts of New South Wales (and any applicable Federal legislation) that this certificate identifies and extends to all related Rules and Regulations, including, but not limited to the following:

Environmental Planning and Assessment Act 1979	*Local Government Act 1993*	*Companion Animals Act 1998*
Impounding Act 1993	*Rural Fires Act 1997*	*Road Rules 2014 NSW Consolidated Regulations – under the Road Transport Act 2013*
Protection of the Environment Operations Act 1997	*Graffiti Control Act 2008*	*Roads Act 1993 and Road Transport (General) Act 2013*

Nature and Limitation of Powers

3. The named Council officer has been delegated with the authority to exercise and/or perform on Council's behalf all powers, authorities, duties, and functions of all Acts identified in paragraph 2 and any corresponding Rules and Regulations, subject to:
   a) any subsequent and contrary resolution of Council;
   b) any subsequent and contrary written or oral direction of the Chief Executive Officer;
   c) any limitation or control placed upon a delegation detailed in paragraph 5 below;
   d) any limitation or control prescribed within Council's Register of Delegations
4. For the purposes of the *Plumbing and Drainage Act 2011*, the named Council officer is an inspector.
5. The named Council officer is limited in the operation of his/her powers, authorities, duties, and functions as follows:
   a. No Limitations
6. If, under any other legislation or planning instrument, a power, authority, duty or function is conferred or imposed on a person in the above-named position of the Council officer (or such other title describing an employee substantially carrying out the duties of the position of the named Council officer), that power, authority, duty or function is expressly delegated to the named Council officer.

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Version: 19, Version Date: 04/09/2023

Certificate of Authority

(for Council officers carrying out enforcement and compliance)

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      iii. the Council officer is exercising a search warrant,
   b) Industrial; and
   c) Business Premises

   unless the applicable legislation expressly restrains access.

Identification of Council Officer

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    (b) superseded by a subsequent Certificate of Authority; or
    (c) the named Council officer ceases employment with Council.

By executing this document, I acknowledge the contents of this Certificate of Authority and agree to be bound by its controls and limitations.

Jack Bond
Chief Executive Officer

Date.....

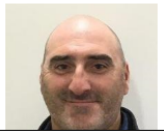
Signature of Council officer
acknowledging delegation

Date.....

Document Set ID: 268125
Version: 19, Version Date: 04/09/2023

Certificate of Authority

(for Council officers carrying out enforcement and compliance)

Name:	**Ben Nash**	Edward River COUNCIL	
Position:	**Building & Health Surveyor**		
Date:	**16 September 2025**		

1. This certificate evidences the delegation of authority granted by the Chief Executive Officer of Edward River Council to the above-named Council Officer.

Source of Powers

2. The named Council officer is authorised to exercise all powers, authorities, duties and functions of an authorised officer, impounding officer or delegated employee (or such other title describing an employee substantially carrying out the duties of the position of the recipient) pursuant to all Acts of New South Wales (and any applicable Federal legislation) that this certificate identifies and extends to all related Rules and Regulations, including, but not limited to the following:

Environmental Planning and Assessment Act 1979	*Local Government Act 1993*	*Public Health Act 2010*
Protection of the Environment Operations Act 1997	*Food Act 2003*	*Plumbing and Drainage Act 2011*
Boarding Houses Act 2012	*Swimming Pools Act 1992*	*Heritage Act 1977*

Nature and Limitation of Powers

3. The named Council officer has been delegated with the authority to exercise and/or perform on Council's behalf all powers, authorities, duties, and functions of all Acts identified in paragraph 2 and any corresponding Rules and Regulations, subject to:
   a) any subsequent and contrary resolution of Council;
   b) any subsequent and contrary written or oral direction of the Chief Executive Officer;
   c) any limitation or control placed upon a delegation detailed in paragraph 5 below;
   d) any limitation or control prescribed within Council's Register of Delegations
4. For the purposes of the *Plumbing and Drainage Act 2011*, the named Council officer is an inspector.
5. The named Council officer is limited in the operation of his/her powers, authorities, duties, and functions as follows:
   a. No Limitations
6. If, under any other legislation or planning instrument, a power, authority, duty or function is conferred or imposed on a person in the above-named position of the Council officer (or such other title describing an employee substantially carrying out the duties of the position of the named Council officer), that power, authority, duty or function is expressly delegated to the named Council officer.

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Certificate of Authority

(for Council officers carrying out enforcement and compliance)

7. This Certificate of Authority permits the exercise of all powers at the following premises:
   a) Residential, providing:
      i. the Council officer has the consent of the owner,
      ii. the Council officer is exercising a legal power of entry in accordance with one of the prescribed Acts identified in paragraph 2 above;
      iii. the Council officer is exercising a search warrant,
   b) Industrial; and
   c) Business Premises

   unless the applicable legislation expressly restrains access.

Identification of Council Officer

8. The named Council officer is identified by the attached photograph and signature.
9. This Certificate of Authority constitutes an 'Identification Card' and a 'written authorisation' for the purposes of any applicable legislation contained in paragraph 2.
10. This Certificate of Authority will be produced by the named Council officer upon request.

Authentication and Application of Authority

11. This Certificate of Authority is issued by the Chief Executive Officer of Council and is endorsed by the execution of this Certificate by the Chief Executive Officer.
12. This Authority supersedes all prior Certificates of Authority issued to the named Council officer.
13. This Authority will remain in force until:
    (a) withdrawn by the Chief Executive Officer;
    (b) superseded by a subsequent Certificate of Authority; or
    (c) the named Council officer ceases employment with Council.

By executing this document, I acknowledge the contents of this Certificate of Authority and agree to be bound by its controls and limitations.

Jack Bond
Chief Executive Officer

Date.....

_____
Signature of Council officer
acknowledging delegation

Date.....

Document Set ID: 268125
Version: 19, Version Date: 04/09/2023

Certificate of Authority

(for Council officers carrying out enforcement and compliance)

Name:	**Alex Romanin**
Position:	**Health and Building Coordinator**
Date:	**16 September 2025**



1. This certificate evidences the delegation of authority granted by the Chief Executive Officer of Edward River Council to the above-named Council Officer.

Source of Powers

2. The named Council officer is authorised to exercise all powers, authorities, duties and functions of an authorised officer, impounding officer or delegated employee (or such other title describing an employee substantially carrying out the duties of the position of the recipient) pursuant to all Acts of New South Wales (and any applicable Federal legislation) that this certificate identifies and extends to all related Rules and Regulations, including, but not limited to the following:

Environmental Planning and Assessment Act 1979	*Local Government Act 1993*	*Public Health Act 2010*
Protection of the Environment Operations Act 1997	*Food Act 2003*	*Plumbing and Drainage Act 2011*
Boarding Houses Act 2012	*Swimming Pools Act 1992*	

Nature and Limitation of Powers

3. The named Council officer has been delegated with the authority to exercise and/or perform on Council's behalf all powers, authorities, duties, and functions of all Acts identified in paragraph 2 and any corresponding Rules and Regulations, subject to:
   a) any subsequent and contrary resolution of Council;
   b) any subsequent and contrary written or oral direction of the Chief Executive Officer;
   c) any limitation or control placed upon a delegation detailed in paragraph 5 below;
   d) any limitation or control prescribed within Council's Register of Delegations
4. For the purposes of the *Plumbing and Drainage Act 2011*, the named Council officer is an inspector.
5. The named Council officer is limited in the operation of his/her powers, authorities, duties, and functions as follows:
   a. No Limitations
6. If, under any other legislation or planning instrument, a power, authority, duty or function is conferred or imposed on a person in the above-named position of the Council officer (or such other title describing an employee substantially carrying out the duties of the position of the named Council officer), that power, authority, duty or function is expressly delegated to the named Council officer.

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(for Council officers carrying out enforcement and compliance)

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      ii. the Council officer is exercising a legal power of entry in accordance with one of the prescribed Acts identified in paragraph 2 above;
      iii. the Council officer is exercising a search warrant,
   b) Industrial; and
   c) Business Premises

   unless the applicable legislation expressly restrains access.

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    (a) withdrawn by the Chief Executive Officer;
    (b) superseded by a subsequent Certificate of Authority; or
    (c) the named Council officer ceases employment with Council.

By executing this document, I acknowledge the contents of this Certificate of Authority and agree to be bound by its controls and limitations.

Jack Bond
Chief Executive Officer

Date.....

_____
Signature of Council officer
acknowledging delegation

Date.....

Document Set ID: 268125
Version: 19, Version Date: 04/09/2023

Certificate of Authority

(for Council officers carrying out enforcement and compliance)

Name:	**Brendan East**
Position:	**Health and Building Services Officer**
Date:	**16 September 2025**



1. This certificate evidences the delegation of authority granted by the Chief Executive Officer of Edward River Council to the above-named Council Officer.

Source of Powers

2. The named Council officer is authorised to exercise all powers, authorities, duties and functions of an authorised officer, impounding officer or delegated employee (or such other title describing an employee substantially carrying out the duties of the position of the recipient) pursuant to all Acts of New South Wales (and any applicable Federal legislation) that this certificate identifies and extends to all related Rules and Regulations, including, but not limited to the following:

Environmental Planning and Assessment Act 1979	*Local Government Act 1993*	*Public Health Act 2010*
Protection of the Environment Operations Act 1997	*Food Act 2003*	*Plumbing and Drainage Act 2011*
Boarding Houses Act 2012	*Swimming Pools Act 1992*	

Nature and Limitation of Powers

3. The named Council officer has been delegated with the authority to exercise and/or perform on Council's behalf all powers, authorities, duties, and functions of all Acts identified in paragraph 2 and any corresponding Rules and Regulations, subject to:
   a) any subsequent and contrary resolution of Council;
   b) any subsequent and contrary written or oral direction of the Chief Executive Officer;
   c) any limitation or control placed upon a delegation detailed in paragraph 5 below;
   d) any limitation or control prescribed within Council's Register of Delegations
4. For the purposes of the *Plumbing and Drainage Act 2011*, the named Council officer is an inspector.
5. The named Council officer is limited in the operation of his/her powers, authorities, duties, and functions as follows:
   a. No Limitations
6. If, under any other legislation or planning instrument, a power, authority, duty or function is conferred or imposed on a person in the above-named position of the Council officer (or such other title describing an employee substantially carrying out the duties of the position of the named Council officer), that power, authority, duty or function is expressly delegated to the named Council officer.

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Certificate of Authority

(for Council officers carrying out enforcement and compliance)

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   a) Residential, providing:
      i. the Council officer has the consent of the owner,
      ii. the Council officer is exercising a legal power of entry in accordance with one of the prescribed Acts identified in paragraph 2 above;
      iii. the Council officer is exercising a search warrant,
   b) Industrial; and
   c) Business Premises

   unless the applicable legislation expressly restrains access.

Identification of Council Officer

8. The named Council officer is identified by the attached photograph and signature.
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12. This Authority supersedes all prior Certificates of Authority issued to the named Council officer.
13. This Authority will remain in force until:
    (a) withdrawn by the Chief Executive Officer;
    (b) superseded by a subsequent Certificate of Authority; or
    (c) the named Council officer ceases employment with Council.

By executing this document, I acknowledge the contents of this Certificate of Authority and agree to be bound by its controls and limitations.

Jack Bond
Chief Executive Officer

_____
Signature of Council officer
acknowledging delegation

Date……... *Date*……

Document Set ID: 268125
Version: 19, Version Date: 04/09/2023

Appendix 3 Swimming Pool Certificates of Identification

Document Set ID: 268125
Version: 19, Version Date: 04/09/2023

Edward River COUNCIL

Swimming Pools Regulation 2008

Schedule 1: Certificate of Identification

Swimming Pools Act 1992

This certifies that Marie Sutton, whose photograph, and signature appear below, is an inspector for Edward River Council for the purposes of the *Swimming Pools Act 1992*.



Marie Sutton

The holder of this certificate is empowered, by section 27B or 28 of the *Swimming Pools Act 1992*, to enter any premises in or on which he or she suspects that a swimming pool is situated and to examine the premises and, in particular, any swimming pool, and any barrier or other means of restricting access to any swimming pool, situated in or on the premises.

This power may be exercised with the consent of the occupier of the premises or, if that consent cannot be obtained, at any time (between 9.00 a.m. and sunset) after 24 hours' notice of the proposed exercise of the power has been given to the occupier of the premises.

The holder of this certificate is not empowered to enter such part of any building as is used for residential purposes, or any moveable dwelling, otherwise than with the consent of the occupier of the building or dwelling or under a search warrant.

Jack Bond
Chief Executive Officer

Signature of Council officer
acknowledging delegation

Date 16th September 2025..... *Date*.....

Document Set ID: 268125
Version: 19, Version Date: 04/09/2023

Edward River COUNCIL

Swimming Pools Regulation 2008

Schedule 1: Certificate of Identification

Swimming Pools Act 1992

This certifies that Alex Romanin, whose photograph, and signature appear below, is an inspector for Edward River Council for the purposes of the *Swimming Pools Act 1992*.



Alex Romanin

The holder of this certificate is empowered, by section 27B or 28 of the *Swimming Pools Act 1992*, to enter any premises in or on which he or she suspects that a swimming pool is situated and to examine the premises and, in particular, any swimming pool, and any barrier or other means of restricting access to any swimming pool, situated in or on the premises.

This power may be exercised with the consent of the occupier of the premises or, if that consent cannot be obtained, at any time (between 9.00 a.m. and sunset) after 24 hours' notice of the proposed exercise of the power has been given to the occupier of the premises.

The holder of this certificate is not empowered to enter such part of any building as is used for residential purposes, or any moveable dwelling, otherwise than with the consent of the occupier of the building or dwelling or under a search warrant.

Jack Bond
Chief Executive Officer

Signature of Council officer
acknowledging delegation

Date 16th September 2025..... *Date.....*

Document Set ID: 268125
Version: 19, Version Date: 04/09/2023

Edward River COUNCIL

Swimming Pools Regulation 2008

Schedule 1: Certificate of Identification

Swimming Pools Act 1992

This certifies that Ben Nash, whose photograph, and signature appear below, is an inspector for Edward River Council for the purposes of the *Swimming Pools Act 1992*.



Ben Nash

The holder of this certificate is empowered, by section 27B or 28 of the *Swimming Pools Act 1992*, to enter any premises in or on which he or she suspects that a swimming pool is situated and to examine the premises and, in particular, any swimming pool, and any barrier or other means of restricting access to any swimming pool, situated in or on the premises.

This power may be exercised with the consent of the occupier of the premises or, if that consent cannot be obtained, at any time (between 9.00 a.m. and sunset) after 24 hours' notice of the proposed exercise of the power has been given to the occupier of the premises.

The holder of this certificate is not empowered to enter such part of any building as is used for residential purposes, or any moveable dwelling, otherwise than with the consent of the occupier of the building or dwelling or under a search warrant.

Jack Bond
Chief Executive Officer

Signature of Council officer
acknowledging delegation

Date 16th September 2025..... *Date.....*

Document Set ID: 268125
Version: 19, Version Date: 04/09/2023

Edward River COUNCIL

Swimming Pools Regulation 2008

Schedule 1: Certificate of Identification

Swimming Pools Act 1992

This certifies that Brendan East, whose photograph, and signature appear below, is an inspector for Edward River Council for the purposes of the *Swimming Pools Act 1992*.



Brendan East

The holder of this certificate is empowered, by section 27B or 28 of the *Swimming Pools Act 1992*, to enter any premises in or on which he or she suspects that a swimming pool is situated and to examine the premises and, in particular, any swimming pool, and any barrier or other means of restricting access to any swimming pool, situated in or on the premises.

This power may be exercised with the consent of the occupier of the premises or, if that consent cannot be obtained, at any time (between 9.00 a.m. and sunset) after 24 hours' notice of the proposed exercise of the power has been given to the occupier of the premises.

The holder of this certificate is not empowered to enter such part of any building as is used for residential purposes, or any moveable dwelling, otherwise than with the consent of the occupier of the building or dwelling or under a search warrant.

Jack Bond
Chief Executive Officer

Signature of Council officer
acknowledging delegation

Date 16th September 2025..... *Date.....*

Document Set ID: 268125
Version: 19, Version Date: 04/09/2023

Version Control

Title	Delegations of Authority		
ECM Doc Set ID	268125		
Date V1 Adopted	14 December 2017		
Council Minute No.	271/17		
Responsible Officer	Manager Governance, Safety & Risk		
Version Number	**Modified By**	**Modifications Made**	**Date Endorsed by General Manager/Chief Executive Officer**
2	Caroline Wallis	Update to Register structure i.e. separated into 2 parts. Updated S377 of LG Act, incl of clauses (1A), and (3) Amended list of Council Committees Corrected reference to repealed legislation. Insert (Part D – Point 7), ref to *Local Land Services Act 2013*	
3	Cian Middleton	Amendments to: • Part C – Delegations. • Appendix 1 – Expenditure Level Delegations for Authorisation and Payment	18 December 2018
4	Lachlan Sharp	Change all GMO to CCIP, Amendments to: Appendix 1 Appendix 2	
5	Michelle Siena	Update Doc ID, Responsible Officer Appendix 1 – Replace Expenditure Table (adopted 17 July 2020 Resolution 2020/135) Changes to Staff Abbreviations Table and update staff abbreviations and delegations within tables Formatted Document	3 August 2020
6	Michelle Siena	Remove Current Incumbent from Expenditure Levels Delegations Add Certificate of Authorities and add to Delegations Building Surveyor and Health and Building Officer Add Team Leader Library to Financial Delegations	25 February 2021 - EMT
7	Senior Governance Advisor	Update to reflect new organization structure, taking effect from 4 September 2023, and removal of redundant delegations	EMT -25 September 2023 – Item 5.4
8	Governance Coordinator	Updated Doc ID, Responsible Officer. Appointed two additional delegates for D04.	EMT- 26 February 2024 Item 4.4.

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9	Director Corporate Services	Updates to reflect new structure. Minor typographical corrections.	

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11.5. CODE OF CONDUCT

Author: Nathan Holahan, Director Corporate Services

Authoriser: Jack Bond, Chief Executive Officer

RECOMMENDATION

That Council adopt the updated Code of Conduct.

COMMUNITY STRATEGIC PLAN

5. Leadership: Accountable Civic Leaders

5.6 Good Corporate Governance

BACKGROUND

The Code of Conduct is prescribed under the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* and sets the minimum standards of conduct for council officials, assisting them to:

- understand and comply with the standards of conduct that are expected of them;
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439); and
- act in a way that enhances public confidence in local government.

All councils must adopt a code of conduct that incorporates the provisions of the Office of Local Government Model Code of Conduct and may also include provisions that supplement the Model Code and that extend its application to persons that are not 'council officials' (eg volunteers, contractors and members of wholly advisory committees).

Councillors, members of staff and delegates of council, (including members of council committees that are delegates of a council) must comply with the Code of Conduct.

Council adopted its current Code of Conduct on 29 October 2024. Under the Act, councils must review their adopted codes of conduct within 12 months of the NSW Local Government elections (held September 2024) and make such adjustments as they consider appropriate.

PROPOSAL/DISCUSSION

Council has undertaken a review of the Office of Local Government (OLG) Model Code of Conduct and has not incorporated any additional clauses.

The only proposed change is to update clause 3.17 to ensure Council does not inadvertently breach any of the proposed changes to the Model Code of Meeting Practice for Local Councils in NSW (Model Code). Specifically, the new Model Code (which comes into effect from 1 January 2026), prohibits pre-meeting briefing sessions.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

The Code of Conduct is prescribed under the *Local Government Act 1993* and the *Local Government (General) Regulation 2021*. Council must adopt the model code and may add provisions which complement the code but cannot reduce or contradict provisions of the code.

6.2 Financial

Is this currently budgeted: yes.

6.3 Community Engagement/Consultation

N/A

6.4 Work Health and Safety

The Code of Conduct retains a focus on ensuring Council's compliance to our Work Health and Safety obligations and by acting in accordance with the provisions of the Code will ensure that we all meet our obligations under the *Work Health and Safety Act 2011*.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

1. COD-GOV-002 Code of Conduct (draft September 2025)

Attachment 1 - ECM_271633_v2_COD-GOV-002 Code of Conduct (draft September 2025)

Edward River COUNCIL

Code of Conduct 2025

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INTRODUCTION

This *Model Code of Conduct for Local Councils in NSW* ("the Model Code of Conduct") is made under section 440 of the *Local Government Act 1993* ("LGA") and the *Local Government (General) Regulation 2021* ("the Regulation").

The Model Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct. A council's or joint organisation's adopted code of conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not "council officials" for the purposes of the Model Code of Conduct (eg volunteers, contractors and members of wholly advisory committees).

A council's or joint organisation's adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a council's or joint organisation's adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

Councillors, administrators, members of staff of councils, delegates of councils, (including members of council committees that are delegates of a council) and any other person a council's adopted code of conduct applies to, must comply with the applicable provisions of their council's code of conduct. It is the personal responsibility of council officials to comply with the standards in the code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the LGA. The LGA provides for a range of penalties that may be imposed on councillors for misconduct, including suspension or disqualification from civic office. A councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years.

Failure by a member of staff to comply with a council's code of conduct may give rise to disciplinary action.

DEFINITIONS

In this code the following terms have the following meanings:

Term	Definition
administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
advisory committee	A committee that does not have any delegated functions
chairperson	Means the Mayor when chairing a Council meeting or any person chairing a meeting of a Council committee
Chief Executive Officer (CEO)	Appointed by the governing body, the most senior Council staff member (referred to in the Act as the general manager)
committee	see the definition of "council committee"
complaint	a code of conduct complaint made in accordance with the Code or associated Procedure
conduct	includes acts and omissions
council	Edward River Council
council committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to (known as a section 355 committee) and the council's audit, risk and improvement committee
Council committee member	A person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee, and a person other than a councillor who is a member of the council's audit, risk and improvement committee
council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and, for the purposes of clause 4.16, council advisers
councillor	any person elected or appointed to civic office, including the mayor
delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
designated person	a person referred to in clause 4.8
election campaign	includes council, state and federal election campaigns
environmental planning instrument	has the same meaning as it has in the *Environmental Planning and Assessment Act 1979*
general manager	referred to at Edward River Council as the Chief Executive Officer
joint organisation	a joint organisation established under section 400O of the LGA. A regional organisation of councils. Edward River Council is a member of the Riverina and Murray Joint Organisation (RAMJO)
LGA or The Act	*Local Government Act 1993*
local planning panel	a local planning panel constituted under the *Environmental Planning and Assessment Act 1979*
mayor	Edward River Council Mayor
members of staff of a council	Edward River Council staff, contractors and volunteers
OLG	The NSW Office of Local Government
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
the Procedures	the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW* prescribed under the Regulation
the Regulation	the *Local Government (General) Regulation 2021*

GENERAL CONDUCT OBLIGATIONS

General conduct

You must not conduct yourself in a manner that:

a) is likely to bring the council or other council officials into disrepute
b) is contrary to statutory requirements or the council's administrative requirements or policies
c) is improper or unethical
d) is an abuse of power
e) causes, comprises or involves intimidation or verbal abuse
f) involves the misuse of your position to obtain a private benefit
g) constitutes harassment or bullying behaviour under this code, or is unlawfully discriminatory.

You must act lawfully and honestly, and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act. *(section 439).*

Fairness and equity

You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.

You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.

An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

Harassment and discrimination

You must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.

For the purposes of this code, "harassment" is any form of behaviour towards a person that:

a) is not wanted by the person
b) offends, humiliates or intimidates the person, and
c) creates a hostile environment.

Bullying

You must not engage in bullying behaviour towards others.

For the purposes of this code, "bullying behaviour" is any behaviour in which:

a) a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and
b) the behaviour creates a risk to health and safety.

Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:

a) aggressive, threatening or intimidating conduct

b) belittling or humiliating comments
c) spreading malicious rumours
d) teasing, practical jokes or 'initiation ceremonies'
e) exclusion from work-related events
f) unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
g) displaying offensive material
h) pressure to behave in an inappropriate manner.

Reasonable management action carried out in a reasonable manner does not constitute bullying behaviour for the purposes of this code. Examples of reasonable management action may include, but are not limited to:

a) performance management processes
b) disciplinary action for misconduct
c) informing a worker about unsatisfactory work performance or inappropriate work behaviour
d) directing a worker to perform duties in keeping with their job
e) maintaining reasonable workplace goals and standards
f) legitimately exercising a regulatory function
g) legitimately implementing a council policy or administrative processes.

Work health and safety

All council officials, including councillors, owe statutory duties under the *Work Health and Safety Act 2011* (WHS Act). You must comply with your duties under the WHS Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety. Specifically, you must:

a) take reasonable care for your own health and safety
b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
c) comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WHS Act and any policies or procedures adopted by the council to ensure workplace health and safety
d) cooperate with any reasonable policy or procedure of the council relating to workplace health or safety that has been notified to council staff
e) report accidents, incidents, near misses, to the Chief Executive Officer or such other staff member nominated by the Chief Executive Officer, and take part in any incident investigations
f) so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WHS Act in relation to the same matter.

Land use planning, development assessment and other regulatory functions

You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.

In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

Binding caucus votes

You must not participate in binding caucus votes in relation to matters to be considered at a council or committee meeting.

For the purposes of clause 3.15, a binding caucus vote is a process whereby a group of councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the council or committee, irrespective of the personal views of individual members of the group on the merits of the matter before the council or committee.

Subject to any relevant laws and regulations, clause 3.15 does not prohibit councillors from discussing a matter before the council or committee prior to considering the matter in question at a council or committee meeting, or from voluntarily holding a shared view with other councillors on the merits of a matter.

Clause 3.15 does not apply to a decision to elect the mayor or deputy mayor, or to nominate a person to be a member of a council committee or a representative of the council on an external body.

Obligations in relation to meetings

You must comply with rulings by the chair at council and committee meetings or other proceedings of the council unless a motion dissenting from the ruling is passed.

You must not engage in bullying behaviour (as defined under this Part) towards the chair, other council officials or any members of the public present during council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions).

You must not engage in conduct that disrupts council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.

If you are a councillor, you must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the council, or of a committee of the council. Without limiting this clause, you must not:

a) leave a meeting of the council or a committee for the purposes of depriving the meeting of a quorum, or
b) submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another councillor from submitting a rescission motion with respect to the same decision, or
c) deliberately seek to impede the consideration of business at a meeting.

PECUNIARY INTERESTS

What is a pecuniary interest?

A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.

You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.

For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:

(a) your interest, or
(b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
(c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.

For the purposes of clause 4.3:

(a) Your "relative" is any of the following:
    i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
    i) your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
    ii) the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
(b) "de facto partner" has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c):

(a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
(b) just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
(c) just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

What interests do not have to be disclosed?

You do not have to disclose the following interests for the purposes of this Part:

(a) your interest as an elector
(b) your interest as a ratepayer or person liable to pay a charge
(c) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this code
(d) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this code
(e) an interest you have as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not)
(f) if you are a council committee member, an interest you have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if you have been appointed to represent the organisation or group on the council committee

(g) an interest you have relating to a contract, proposed contract or other matter, if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company
(h) an interest you have arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because your relative is a shareholder (but not a director) of the corporation, or is a member (but not a member of the committee) of the association, or is a partner of the partnership
(i) an interest you have arising from the making by the council of a contract or agreement with your relative for, or in relation to, any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
    i) the performance by the council at the expense of your relative of any work or service in connection with roads or sanitation
    ii) security for damage to footpaths or roads
    iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council, or by or under any contract
(j) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor)
(k) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252 of the LGA,
(l) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor
(m) an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person
(n) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or a council committee member
(o) an interest arising from the appointment of a councillor to a body as a representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.

For the purposes of clause 4.6, "relative" has the same meaning as in clause 4.4, but includes your spouse or de facto partner.

What disclosures must be made by a designated person?

Designated persons include:
(a) the Chief Executive Officer
(b) other senior staff of the council for the purposes of section 332 of the LGA
(c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest
(d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

A designated person:
(a) must prepare and submit written returns of interests in accordance with clauses 4.21, and

(b) must disclose pecuniary interests in accordance with clause 4.10.

A designated person must disclose in writing to the Chief Executive Officer (or if the person is the general manager, to the council) the nature of any pecuniary interest the person has in any council matter with which the person is dealing as soon as practicable after becoming aware of the interest.

Clause 4.10 does not require a designated person who is a member of staff of the council to disclose a pecuniary interest if the interest relates only to the person's salary as a member of staff, or to their other conditions of employment.

The Chief Executive Officer must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.

A disclosure by the Chief Executive Officer must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and the council must deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council staff other than designated persons?

A member of staff of council, other than a designated person, must disclose in writing to their manager, director or the Chief Executive Officer the nature of any pecuniary interest they have in a matter they are dealing with as soon as practicable after becoming aware of the interest.

The staff member's manager or the Chief Executive Officer must, on receiving a disclosure under clause 4.14, deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council advisers?

A person who, at the request or with the consent of the council or a council committee, gives advice on any matter at any meeting of the council or committee, must disclose the nature of any pecuniary interest the person has in the matter to the meeting at the time the advice is given. The person is not required to disclose the person's interest as an adviser.

A person does not breach clause 4.16 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

What disclosures must be made by a council committee member?

A council committee member must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29.

For the purposes of clause 4.18, a "council committee member" includes a member of staff of council who is a member of the committee.

What disclosures must be made by a councillor?

A councillor:

(a) must prepare and submit written returns of interests in accordance with clause 4.21, and
(b) must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29 where it is applicable.

Disclosure of interests in written returns

A councillor or designated person must make and lodge with the Chief Executive Officer a return in the form set out in schedule 2 to this code, disclosing the councillor's or designated person's interests as specified in schedule 1 to this code within 3 months after:

(a) becoming a councillor or designated person, and
(b) 30 June of each year, and
(c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:

(a) they made and lodged a return under that clause in the preceding 3 months, or
(b) they have ceased to be a councillor or designated person in the preceding 3 months.

A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.

The Chief Executive Officer must keep a register of returns required to be made and lodged with the Chief Executive Officer.

Returns required to be lodged with the Chief Executive Officer under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.

Returns required to be lodged with the Chief Executive Officer under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

Disclosure of pecuniary interests at meetings

A councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.

The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:

(a) at any time during which the matter is being considered or discussed by the council or committee, or
(b) at any time during which the council or committee is voting on any question in relation to the matter.

In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.

A disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.

A general notice may be given to the Chief Executive Officer in writing by a councillor or a council committee member to the effect that the councillor or council committee member, or the councillor's or council committee member's spouse, de facto partner or relative, is:

(a) a member of, or in the employment of, a specified company or other body, or
(b) a partner of, or in the employment of, a specified person.

Such a notice is, unless and until the notice is withdrawn or until the end of the term of the council in which it is given (whichever is the sooner), sufficient disclosure of the councillor's or council committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the council or council committee after the date of the notice.

A councillor or a council committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or council committee member has an interest in the matter of a kind referred to in clause 4.6.

A person does not breach clauses 4.28 or 4.29 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

Despite clause 4.29, a councillor who has a pecuniary interest in a matter may participate in a decision to delegate consideration of the matter in question to another body or person.

Clause 4.29 does not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting if:

(a) the matter is a proposal relating to:
    (i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
    (ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
(b) the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and
(c) the councillor made a special disclosure under clause 4.37 in relation to the interest before the commencement of the meeting.

A special disclosure of a pecuniary interest made for the purposes of clause 4.36(c) must:

(a) be in the form set out in schedule 3 of this code and contain the information required by that form, and
(b) be laid on the table at a meeting of the council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting.

The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who has a pecuniary interest in a matter with which the council is concerned to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

(a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
(b) that it is in the interests of the electors for the area to do so.

A councillor or a council committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.38, must still disclose the interest they have in the matter in accordance with clause 4.28.

NON-PECUNIARY CONFLICTS OF INTEREST

What is a non-pecuniary conflict of interest?

Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.

A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.

The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.

Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.

When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

Managing non-pecuniary conflicts of interest

Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the Chief Executive Officer, such a disclosure is to be made to the staff member's manager. In the case of the Chief Executive Officer, such a disclosure is to be made to the mayor.

If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.

How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.

As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:

a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household

a) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.

b) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a

decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.

c) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
d) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
e) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.

Significant non-pecuniary conflicts of interest must be managed in one of two ways:

a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
a) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.

If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.

If you are a member of staff of council other than the Chief Executive Officer, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the Chief Executive Officer, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.

Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.

Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

Political donations

Councillors should be aware that matters before council or committee meetings involving their political donors may also give rise to a non-pecuniary conflict of interest.

Where you are a councillor and have received or knowingly benefitted from a reportable political donation:

a) made by a major political donor in the previous four years, and
a) the major political donor has a matter before council,

you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with

clauses 4.28 and 4.29. A disclosure made under this clause must be recorded in the minutes of the meeting.

For the purposes of this Part:

a) a "reportable political donation" has the same meaning as it has in section 6 of the *Electoral Funding Act 2018*
a) "major political donor" has the same meaning as it has in the *Electoral Funding Act 2018.*

Councillors should note that political donations that are not a "reportable political donation", or political donations to a registered political party or group by which a councillor is endorsed, may still give rise to a non-pecuniary conflict of interest. Councillors should determine whether or not such conflicts are significant for the purposes of clause 5.9 and take the appropriate action to manage them.

Despite clause 5.16, a councillor who has received or knowingly benefitted from a reportable political donation of the kind referred to in that clause, may participate in a decision to delegate consideration of the matter in question to another body or person.

Loss of quorum as a result of compliance with this Part

A councillor who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary conflict of interest in the matter is permitted to participate in consideration of the matter if:

a) the matter is a proposal relating to:
    i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
    ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
b) the non-pecuniary conflict of interest arises only because of an interest that a person has in that person's principal place of residence, and
c) the councillor discloses the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part in accordance with clause 5.6.

The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
a) that it is in the interests of the electors for the area to do so.

Where the Minister exempts a councillor or committee member from complying with a requirement under this Part under clause 5.21, the councillor or committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

Other business or employment

The Chief Executive Officer must not engage, for remuneration, in private employment, contract work or other business outside the service of the council without the approval of the council.

A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council or that might conflict with the staff member's council duties unless they have notified the Chief Executive Officer in writing of the employment, work or business and the Chief Executive Officer has given their written approval for the staff member to engage in the employment, work or business.

The Chief Executive Officer may at any time prohibit a member of staff from engaging, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council, or that might conflict with the staff member's council duties.

A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council if prohibited from doing so.

Members of staff must ensure that any outside employment, work or business they engage in will not:

a) conflict with their official duties
a) involve using confidential information or council resources obtained through their work with the council including where private use is permitted
b) require them to work while on council duty
c) discredit or disadvantage the council
d) pose, due to fatigue, a risk to their health or safety, or to the health and safety of their co-workers.

Personal dealings with council

You may have reason to deal with your council in your personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a development consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.

You must undertake any personal dealings you have with the council in a manner that is consistent with the way other members of the community deal with the council. You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this code.

PERSONAL BENEFIT

For the purposes of this Part, a gift or a benefit is something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.

A reference to a gift or benefit in this Part does not include:

a) items with a value of $10 or less
b) a political donation for the purposes of the *Electoral Funding Act 2018*
c) a gift provided to the council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual council official or someone personally associated with them
d) a benefit or facility provided by the council to an employee or councillor
e) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
f) free or subsidised meals, beverages or refreshments provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
    i) the discussion of official business
    ii) work-related events such as council-sponsored or community events, training, education sessions or workshops
    iii) conferences
    iv) council functions or events
    v) social functions organised by groups, such as council committees and community organisations.

Gifts and benefits

You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.

A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

How are offers of gifts and benefits to be dealt with?

You must not:

a) seek or accept a bribe or other improper inducement
b) seek gifts or benefits of any kind
c) accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
d) subject to clause 6.7, accept any gift or benefit of more than token value as defined by clause 6.9
e) accept an offer of cash or a cash-like gift as defined by clause 6.13, regardless of the amount
f) participate in competitions for prizes where eligibility is based on the council being in or entering into a customer–supplier relationship with the competition organiser
g) personally benefit from reward points programs when purchasing on behalf of the council.

Where you receive a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to your manager or the Chief Executive Officer in writing. The recipient, manager, or Chief Executive Officer must ensure that, at a minimum, the following details are recorded in the council's gift register:

a) the nature of the gift or benefit

b) the estimated monetary value of the gift or benefit
c) the name of the person who provided the gift or benefit, and
d) the date on which the gift or benefit was received.

Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical.

Gifts and benefits of token value

You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of $100. They include, but are not limited to:

a) invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed $100
b) gifts of alcohol that do not exceed a value of $100
c) ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
d) prizes or awards that do not exceed $100 in value.

Gifts and benefits of more than token value

Gifts or benefits that exceed $100 in value are gifts or benefits of more than token value for the purposes of clause 6.5(d) and, subject to clause 6.7, must not be accepted.

Gifts and benefits of more than token value include, but are not limited to, tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds $100, corporate hospitality at a corporate facility at major sporting events, free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.

Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person associated with that person or organisation, during the same 12-month period would exceed $100 in value.

For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

"Cash-like gifts"

For the purposes of clause 6.5(e), "cash-like gifts" include, but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

Improper and undue influence

You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of

this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.

You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.

RELATIONSHIPS BETWEEN COUNCIL OFFICIALS

Obligations of councillors and administrators

Each council is a body politic. The councillors or administrator/s are the governing body of the council. Under section 223 of the LGA, the role of the governing body of the council includes the development and endorsement of the strategic plans, programs, strategies and policies of the council, including those relating to workforce policy, and to keep the performance of the council under review.

Councillors or administrators must not:

a) direct council staff other than by giving appropriate direction to the Chief Executive Officer by way of council or committee resolution, or by the mayor or administrator exercising their functions under section 226 of the LGA
a) in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the council or a delegate of the council in the exercise of the functions of the staff member or delegate
b) contact a member of the staff of the council on council-related business unless in accordance with the policy and procedures governing the interaction of councillors and council staff that have been authorised by the council and the Chief Executive Officer
c) contact or issue instructions to any of the council's contractors, including the council's legal advisers, unless by the mayor or administrator exercising their functions under section 226 of the LGA.

Despite clause 7.2, councillors may contact the council's external auditor or the chair of the council's audit risk and improvement committee to provide information reasonably necessary for the external auditor or the audit, risk and improvement committee to effectively perform their functions.

Obligations of staff

Under section 335 of the LGA, the role of the Chief Executive Officer includes conducting the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council, implementing without undue delay, lawful decisions of the council and ensuring that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.

Members of staff of council must:

a) give their attention to the business of the council while on duty
a) ensure that their work is carried out ethically, efficiently, economically and effectively
b) carry out reasonable and lawful directions given by any person having authority to give such directions
c) give effect to the lawful decisions, policies and procedures of the council, whether or not the staff member agrees with or approves of them
d) ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.

Inappropriate interactions

You must not engage in any of the following inappropriate interactions:

a) councillors and administrators approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters

a) council staff approaching councillors and administrators to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
b) subject to clause 8.6, council staff refusing to give information that is available to other councillors to a particular councillor
c) councillors and administrators who have lodged an application with the council, discussing the matter with council staff in staff-only areas of the council
d) councillors and administrators approaching members of local planning panels or discussing any application that is either before the panel or that will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the councillor or administrator has a right to be heard by the panel at the meeting
e) councillors and administrators being overbearing or threatening to council staff
f) council staff being overbearing or threatening to councillors or administrators
g) councillors and administrators making personal attacks on council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this code in public forums including social media
h) councillors and administrators directing or pressuring council staff in the performance of their work, or recommendations they should make
i) council staff providing ad hoc advice to councillors and administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community
j) council staff meeting with applicants or objectors alone AND outside office hours to discuss planning applications or proposals
k) councillors attending on-site inspection meetings with lawyers and/or consultants engaged by the council associated with current or proposed legal proceedings unless permitted to do so by the council's Chief Executive Officer or, in the case of the mayor or administrator, unless they are exercising their functions under section 226 of the LGA.

ACCESS TO INFORMATION AND COUNCIL RESOURCES

Councillor and administrator access to information

The Chief Executive Officer is responsible for ensuring that councillors and administrators can access information necessary for the performance of their official functions. The Chief Executive Officer and public officer are also responsible for ensuring that members of the public can access publicly available council information under the *Government Information (Public Access) Act 2009* (the GIPA Act).

The Chief Executive Officer must provide councillors and administrators with the information necessary to effectively discharge their official functions.

Members of staff of council must provide full and timely information to councillors and administrators sufficient to enable them to exercise their official functions and in accordance with council procedures.

Members of staff of council who provide any information to a particular councillor in the performance of their official functions must also make it available to any other councillor who requests it and in accordance with council procedures.

Councillors and administrators who have a private interest only in council information have the same rights of access as any member of the public.

Despite clause 8.4, councillors and administrators who are precluded from participating in the consideration of a matter under this code because they have a conflict of interest in the matter, are not entitled to request access to council information in relation to the matter unless the information is otherwise available to members of the public, or the council has determined to make the information available under the GIPA Act.

Councillors and administrators to properly examine and consider information

Councillors and administrators must ensure that they comply with their duty under section 439 of the LGA to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

Refusal of access to information

Where the Chief Executive Officer or public officer determine to refuse access to information requested by a councillor or administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the councillor or administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The Chief Executive Officer or public officer must state the reasons for the decision if access is refused.

Use of certain council information

In regard to information obtained in your capacity as a council official, you must:

a) subject to clause 8.14, only access council information needed for council business
a) not use that council information for private purposes
b) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office or position with council

c) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.

In addition to your general obligations relating to the use of council information, you must:

a) only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
a) protect confidential information
b) only release confidential information if you have authority to do so
c) only use confidential information for the purpose for which it is intended to be used
d) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
e) not use confidential information with the intention to cause harm or detriment to the council or any other person or body
f) not disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).

Personal information

When dealing with personal information you must comply with:

a) the *Privacy and Personal Information Protection Act 1998*
a) the *Health Records and Information Privacy Act 2002*
b) the Information Protection Principles and Health Privacy Principles
c) the council's privacy management plan
d) the Privacy Code of Practice for Local Government

Use of council resources

You must use council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.

Union delegates and consultative committee members may have reasonable access to council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:

a) the representation of members with respect to disciplinary matters
a) the representation of employees with respect to grievances and disputes
b) functions associated with the role of the local consultative committee.

You must be scrupulous in your use of council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.

You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.

You must not use council resources (including council staff), property or facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.

You must not use the council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material:

a) for the purpose of assisting your election campaign or the election campaign of others, or
a) for other non-official purposes.

You must not convert any property of the council to your own use unless properly authorised.

Internet access

You must not use council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the council's reputation.

Council record keeping

You must comply with the requirements of the *State Records Act 1998* and the council's records management policy.

All information created, sent and received in your official capacity is a council record and must be managed in accordance with the requirements of the *State Records Act 1998* and the council's approved records management policies and practices.

All information stored in either soft or hard copy on council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the council and will be treated as council records, regardless of whether the original intention was to create the information for personal purposes.

You must not destroy, alter, or dispose of council information or records, unless authorised to do so. If you need to alter or dispose of council information or records, you must do so in consultation with the council's records manager and comply with the requirements of the *State Records Act 1998*.

Councillor access to council buildings

Councillors and administrators are entitled to have access to the council chamber, committee room, mayor's office (subject to availability), councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the Chief Executive Officer.

Councillors and administrators must not enter staff-only areas of council buildings without the approval of the Chief Executive Officer (or their delegate) or as provided for in the procedures governing the interaction of councillors and council staff.

Councillors and administrators must ensure that when they are within a staff only area they refrain from conduct that could be perceived to improperly influence council staff decisions.

MAINTAINING THE INTEGRITY OF THIS CODE

Complaints made for an improper purpose

You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this code for an improper purpose.

For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:

a) to bully, intimidate or harass another council official
a) to damage another council official's reputation
b) to obtain a political advantage
c) to influence a council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
d) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
e) to avoid disciplinary action under the Procedures
f) to take reprisal action against a person for making a complaint alleging a breach of this code
g) to take reprisal action against a person for exercising a function prescribed under the Procedures
h) to prevent or disrupt the effective administration of this code under the Procedures.

Detrimental action

You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this code.

You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.

For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:

a) injury, damage or loss
a) intimidation or harassment
b) discrimination, disadvantage or adverse treatment in relation to employment
c) dismissal from, or prejudice in, employment
d) disciplinary proceedings.

Compliance with requirements under the Procedures

You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.

You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral submission invited under the Procedures will not constitute a breach of this clause.

You must comply with a practice ruling made by OLG under the Procedures.

Disclosure of information about the consideration of a matter under the Procedures

All allegations of breaches of this code must be dealt with under and in accordance with the Procedures.

You must not allege breaches of this code other than by way of a complaint made or initiated under the Procedures.

You must not make allegations about, or disclose information about, suspected breaches of this code at council, committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.

You must not disclose information about a complaint you have made alleging a breach of this code or any other matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.

Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the *Public Interest Disclosures Act 1994*.

Complaints alleging a breach of this Part

Complaints alleging a breach of this Part by a councillor, the Chief Executive Officer or an administrator are to be managed by OLG. This clause does not prevent OLG from referring an alleged breach of this Part back to the council for consideration in accordance with the Procedures.

Complaints alleging a breach of this Part by other council officials are to be managed by the Chief Executive Officer in accordance with the Procedures.

SUPPORTING DOCUMENTATION

Document Reference	Document Description
COD-GOV-001-SD1	Disclosure of Pecuniary Interest
COD-GOV-002-SD2	Disclosure of Special Pecuniary Interest

DOCUMENT CONTROL TABLE

Policy #	COD-GOV-001	Policy Title	Code of Conduct		
Policy Owner	Manager Governance, Safety and Risk				
Policy Type	Strategic		Approval Type	Council	
Version Control					
Version Number	Modified by (position)	Modifications made	Date modified, approved or adopted	Council Minute Number	Status
5	MGSR	Updated for newly elected Council	29 Oct 2024	2024/29 10/11.6	Adopted
					Choose an item.

					Choose an item.
					Choose an item.

SCHEDULE 1: DISCLOSURES OF INTERESTS AND OTHER MATTERS IN WRITTEN RETURNS SUBMITTED UNDER CLAUSE 4.21

Part 1: Preliminary

Definitions

1. For the purposes of the schedules to this code, the following definitions apply:

address means:
a) in relation to a person other than a corporation, the last residential or business address of the person known to the councillor or designated person disclosing the address, or
b) in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
c) in relation to any real property, the street address of the property.

de facto partner has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

disposition of property means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:
a) the allotment of shares in a company
b) the creation of a trust in respect of property
c) the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
e) the exercise by a person of a general power of appointment over property in favour of another person
f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

gift means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.

interest means:
a) in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or
b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth) in securities issued or made available by the corporation.

listed company means a company that is listed within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth.

occupation includes trade, profession and vocation.

professional or business association means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

property includes money.

return date means:
a) in the case of a return made under clause 4.21(a), the date on which a person became a councillor or designated person
b) in the case of a return made under clause 4.21(b), 30 June of the year in which the return is made
c) in the case of a return made under clause 4.21(c), the date on which the councillor or designated person became aware of the interest to be disclosed.

relative includes any of the following:
a) a person's spouse or de facto partner
b) a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
c) a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
d) the spouse or de factor partner of a person referred to in paragraphs (b) and (c).

travel includes accommodation incidental to a journey.

Matters relating to the interests that must be included in returns

2. *Interests etc. outside New South Wales:*
A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.

3. *References to interests in real property:*
A reference in this schedule or in schedule 2 to real property in which a councillor or designated person has an interest includes a reference to any real property situated in Australia in which the councillor or designated person has an interest.

4. *Gifts, loans etc. from related corporations:*
For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a councillor or designated person by two or more corporations that are related to each other for the purposes of section 50 of the *Corporations Act 2001* of the Commonwealth are all given, made or supplied by a single corporation.

Part 2: Pecuniary interests to be disclosed in returns

Real property

5. A person making a return under clause 4.21 of this code must disclose:
   a) the street address of each parcel of real property in which they had an interest on the return date, and
   b) the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
   c) the nature of the interest.

6. An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
   a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
   b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.

7. An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a councillor or designated person.

8. For the purposes of clause 5 of this schedule, "interest" includes an option to purchase.

Gifts

9. A person making a return under clause 4.21 of this code must disclose:
   a) a description of each gift received in the period since 30 June of the previous financial year, and
   b) the name and address of the donor of each of the gifts.

10. A gift need not be included in a return if:
   a) it did not exceed $100, unless it was among gifts totalling more than $100 made by the same person during a period of 12 months or less, or
   b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
   c) the donor was a relative of the gift recipient, or
   d) subject to paragraph (a), it was received prior to the person becoming a councillor or designated person.

11. For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

Contributions to travel

12. A person making a return under clause 4.21 of this code must disclose:
   a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
   b) the dates on which the travel was undertaken, and
   c) the names of the states and territories, and of the overseas countries, in which the travel was undertaken.

13. A financial or other contribution to any travel need not be disclosed under this clause if it:

a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or council vehicles), or
b) was made by a relative of the traveller, or
c) was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
d) did not exceed $250, unless it was among gifts totalling more than $250 made by the same person during a 12-month period or less, or
e) was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
g) subject to paragraph (d) it was received prior to the person becoming a councillor or designated person.

14. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

Interests and positions in corporations

15. A person making a return under clause 4.21 of this code must disclose:
    a) the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
    b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
    c) the nature of the interest, or the position held, in each of the corporations, and
    d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.

16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:
    a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
    b) required to apply its profits or other income in promoting its objects, and
    c) prohibited from paying any dividend to its members.

17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.

18. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a councillor or designated person.

Interests as a property developer or a close associate of a property developer

19. A person making a return under clause 4.21 of this code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.

20. For the purposes of clause 19 of this schedule:
    close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the *Electoral Funding Act 2018*.

property developer has the same meaning as it has in Division 7 of Part 3 of the *Electoral Funding Act 2018*.

Positions in trade unions and professional or business associations

21. A person making a return under clause 4.21 of the code must disclose:
    a) the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
    b) the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
    c) a description of the position held in each of the unions and associations.

22. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a councillor or designated person.

Dispositions of real property

23. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.

24. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.

25. A disposition of real property need not be disclosed if it was made prior to a person becoming a councillor or designated person.

Sources of income

26. A person making a return under clause 4.21 of this code must disclose:
    a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
    b) each source of income received by the person in the period since 30 June of the previous financial year.

27. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
    a) in relation to income from an occupation of the person:
        (i) a description of the occupation, and
        (ii) if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
        (iii) if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
    b) in relation to income from a trust, the name and address of the settlor and the trustee, or
    c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.

28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed $500, or is not reasonably expected to exceed $500, as the case may be.

29. The source of any income received by the person that they ceased to receive prior to becoming a councillor or designated person need not be disclosed.

30. A fee paid to a councillor or to the mayor or deputy mayor under sections 248 or 249 of the LGA need not be disclosed.

Debts

31. A person making a return under clause 4.21 of this code must disclose the name and address of each person to whom the person was liable to pay any debt:
    a) on the return date, and
    b) at any time in the period since 30 June of the previous financial year.

32. A liability to pay a debt must be disclosed by a person in a return made under clause 4.21 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.

33. A liability to pay a debt need not be disclosed by a person in a return if:
    a) the amount to be paid did not exceed $500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:
        (i) the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
        (ii) the amounts to be paid exceeded, in the aggregate, $500, or
    b) the person was liable to pay the debt to a relative, or
    c) in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
    d) in the case of a debt arising from the supply of goods or services:
        (i) the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
        (ii) the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
    e) subject to paragraph (a), the debt was discharged prior to the person becoming a councillor or designated person.

Discretionary disclosures

34. A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

SCHEDULE 2: FORM OF WRITTEN RETURN OF INTERESTS SUBMITTED UNDER CLAUSE 4.21

'Disclosures by councillors and designated persons' return

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct).

2. If this is the first return you have been required to lodge with the Chief Executive Officer after becoming a councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a councillor or designated person.

3. If you have previously lodged a return with the Chief Executive Officer and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the Chief Executive Officer, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.

4. If you have previously lodged a return with the Chief Executive Officer and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.

5. This form must be completed using block letters or typed.

6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

7. If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

Important information

This information is being collected for the purpose of complying with clause 4.21 of the Model Code of Conduct.

Council officials must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Model Code of Conduct). Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the Chief Executive Officer in a register of returns. The Chief Executive Officer is required to table all returns at a council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

Council officials have an obligation to keep the information contained in this return up to date. If they become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to

disclose, they must submit an updated return within three months of becoming aware of the previously undisclosed interest.

Disclosure Form – identified as COD-GOV-001-SD1

SCHEDULE 3: FORM OF SPECIAL DISCLOSURE OF PECUNIARY INTEREST SUBMITTED UNDER CLAUSE 4.37

1. This form must be completed using block letters or typed.

2. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

Important information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct).

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Model Code of Conduct) has in that person's principal place of residence.

Clause 4.3 of the Model Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.

"Relative" is defined by clause 4.4 of the Model Code of Conduct as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

Disclosure Form known as COD-GOV-001-SD2

11.6. MODEL CODE OF MEETING PRACTICE

Author: Nathan Holahan, Director Corporate Services

Authoriser: Jack Bond, Chief Executive Officer

RECOMMENDATION

That Council:

1. Note that the ERC Code of Meeting Practice is currently under review; and
2. Resolve to defer adopting an updated ERC Code of Meeting Practice to a later meeting.

COMMUNITY STRATEGIC PLAN

5. Leadership: Accountable Civic Leaders

5.6 Good Corporate Governance

BACKGROUND

Edward River Council (ERC) maintains a Code of Meeting Practice (ERC Meeting Code) which is consistent with the current Code of Meeting Practice for Local Councils in NSW, dated 2021 (the Model Meeting Code).

The Model Meeting Code is prescribed under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation).

The ERC Meeting Code was last reviewed in January 2022 and was formally adopted in March 2022. Under the Act, councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code within 12 months of the NSW Local Government elections (held September 2024).

The ERC Meeting Code has been reviewed and is consistent with the current Model Meeting Code (dated 2021).

However, following extensive consultation, the NSW Office of Local Government (OLG) has released a new 2025 Model Meeting Code. Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the 2025 Model Meeting Code no later than 31 December 2025. The OLG will host a webinar in October to support councils in adopting the new Model Meeting Code.

Under section 361 of the Act, before adopting a new code of meeting practice, councils must first exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

PROPOSAL/DISCUSSION

It is recommended that Council defer finalising its review of the ERC Meeting Code until after the October OLG webinar.

This will allow Council time to fully understand and incorporate the mandatory provisions of the 2025 Model Meeting Code and consider whether there is a need for any supplementary provisions to suit Council's needs (provided the supplementary provisions are not inconsistent with any mandatory provisions).

Subject to Council approval, it is anticipated that an updated ERC Meeting Code will be presented for approval in November 2025. This will allow sufficient time for community consultation before a new code is officially adopted in January 2026.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

The Model Meeting Code is prescribed under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation). Under the Act, councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code within 12 months of the NSW Local Government elections (held September 2024).

6.2 Financial

Is this currently budgeted: yes.

6.3 Community Engagement/Consultation

N/A

6.4 Work Health and Safety

The ERC Meeting Code retains a focus on ensuring Council's compliance to our Work Health and Safety obligations, Code of Conduct, and by acting in accordance with the provisions of the Code will ensure that we all meet our obligations under the *Work Health and Safety Act 2011*.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

1. Circular to Councils - 2025 Model Meeting Code
2. 2025 Model Code of Meeting Practice for Local Councils in NSW
3. Current ERC Code of Meeting Practice, January 2022

Attachment 1 - Circular to Councils - 2025 Model Meeting Code

Circular to Councils

Subject/title	2025 Model Meeting Code
Circular Details	Circular No 25-20 / 29 August 2025 / A975455
Previous Circular	*Council Circular 24-23 Consultation on reforms to council meeting practices*
Who should read this	Mayors / Councillors / General Managers / Joint Organisation Executive Officers / Council governance staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

What's new or changing?

- Following extensive consultation, the new 2025 Model Code of Meeting Practice for Local Councils in NSW (2025 Model Meeting Code) has been finalised.
- The new 2025 Model Meeting Code has been published in the Government Gazette and is expected to be prescribed under the Local Government (General) Regulation 2021 (the Regulation) shortly.
- The new 2025 Model Meeting Code is available on the Model Code of Meeting Practice for Local Councils in NSW webpage on the Office of Local Government's (OLG) website at www.olg.nsw.gov.au.
- Among other changes, the mandatory provisions of the 2025 Model Meeting Code will prohibit pre-meeting briefings.
- Councils must also livestream meetings of the council and committees comprising wholly of councillors from 1 January 2026 using an audio-visual recording. Recordings of meetings must be published on the council's website for the balance of the council term or for 12 months, whichever is the later date.
- More detailed information about the changes to council meeting practices made by the 2025 Model Meeting Code is provided in the FAQ attached to this circular and available

on the Model Code of Meeting Practice for Local Councils in NSW webpage on OLG's website.

What will this mean for council?

- Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the 2025 Model Meeting Code no later than 31 December 2025.
- Transitional provisions in the Regulation will provide that if a council does not adopt a code of meeting practice that incorporates the mandatory provisions of the 2025 Model Meeting Code by 31 December 2025, from 1 January 2026, any provision of the council's code of meeting practice that is inconsistent with a mandatory provision of the 2025 Model Meeting Code will be automatically overridden by the relevant mandatory provision of the 2025 Model Meeting Code.
- Under section 361 of the *Local Government Act 1993* (the Act), before adopting a new code of meeting practice, councils must first exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

Key points

- The 2025 Model Meeting Code has two elements:
    - mandatory provisions (indicated in black font), and
    - non-mandatory provisions (indicated in red font) covering areas of meeting practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what OLG sees as best practice for the relevant area of practice.
- The 2025 Model Meeting Code also applies to meetings of the boards of joint organisations and county councils. The provisions that are specific to meetings of boards of joint organisations are indicated in blue font.
- In adopting the 2025 Model Meeting Code, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".
- In adopting the 2025 Model Meeting Code, county councils should adapt it to substitute the term "chairperson" for "mayor" and "member" for "councillor".

Where to go for further information

- The 2025 Model Meeting Code is available on the Model Code of Meeting Practice for Local Councils in NSW webpage of OLG's website at www.olg.nsw.gov.au.
- More information about the 2025 Model Meeting Code and guidance on its adoption is provided in the FAQ attached to this circular and available on the Model Code of Meeting Practice for Local Councils in NSW webpage of OLG's website.
- A webinar will be held in October to support councils in adopting the new Model Code of Meeting Practice. Notice will be provided to enable councils to register.
- For more information, contact the Council Governance Team by telephone on 02 4428 4100 or by email at olg@olg.nsw.gov.au.



Brett Whitworth
Deputy Secretary
Office of Local Government

Department of Planning, Housing and Infrastructure

2025 Model Meeting Code - FAQ

Implementation of the 2025 Model Meeting Code

When must the 2025 Model Meeting Code be adopted?

- Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the 2025 Model Meeting Code no later than 31 December 2025.

What happens if the 2025 Model Meeting Code is not adopted by 31 December 2025?

- Transitional provisions in the Local Government (General) Regulation 2021 (the Regulation) provide that if a council does not adopt a code of meeting practice that incorporates the mandatory provisions of the 2025 Model Meeting Code by 31 December 2025, then from 1 January 2026, any provision of the council's code of meeting practice that is inconsistent with a mandatory provision of the 2025 Model Meeting Code will be automatically overridden by the relevant mandatory provision of the 2025 Model Meeting Code.

Are councils required to adopt the non-mandatory provisions of the 2025 Model Meeting Code?

- No. The non-mandatory provisions of the 2025 Model Meeting Code cover areas of meeting practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what OLG sees as best practice for the relevant area of practice.
- Councils are free to omit the non-mandatory provisions or to adapt them to meet their needs.

Can councils include supplementary provisions in their adopted code of meeting practice?

- Yes. There is nothing to prevent councils from including supplementary provisions in their adopted code of meeting practice to meet their needs, provided the supplementary provisions are not inconsistent with the mandatory provisions of the 2025 Model Meeting Code.

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Are joint organisations and county councils required to adopt the 2025 Model Meeting Code?

- Yes. The 2025 Model Meeting Code also applies to meetings of the boards of joint organisations and county councils.
- The provisions of the 2025 Model Meeting Code that are specific to meetings of boards of joint organisations are indicated in blue font.
- In adopting the 2025 Model Meeting Code, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".
- In adopting the 2025 Model Meeting Code, county councils should adapt it to substitute the term "chairperson" for "mayor" and "member" for "councillor".

What consultation must councils do before adopting a code of meeting practice?

- Under section 361 of the *Local Government Act 1993* (the Act), before adopting a new code of meeting practice, councils must first exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.
- This requirement does not apply to joint organisations.

What are the key changes?

A key focus of the changes made to the 2025 Model Meeting Code is to ensure meetings are conducted in a dignified and orderly way befitting to a chamber of democracy and to promote community confidence in councils and their decisions.

The following is a summary of the key changes. It is not an exhaustive list of all the changes that have been made.

Extraordinary meetings

- The mayor may now call an extraordinary meeting without the need to obtain the signature of two councillors.

Dealing with urgent business at meetings

- The process for dealing with urgent business at both ordinary and extraordinary meetings has been simplified.
- Business may be considered at a meeting at which all councillors are present, even though due notice has not been given of the business, if the council resolves

to deal with the business on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting of the council. The resolution must state the reasons for the urgency.

- If all councillors are not present at the meeting, the chairperson must also rule that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.

Prohibition on pre-meeting briefing sessions

- The 2025 Model Meeting Code prohibits briefing sessions being held to brief councillors on business listed on the agenda for meetings of the council or committees of the council.
- The prohibition on briefing sessions does not prevent a councillor from requesting information from the general manager about a matter to be considered at a meeting, provided the information is also available to the public. The information must be provided in a way that does not involve any discussion of the information.

Public forums

- The public forum provisions are now mandatory but leave it to councils to determine whether to hold public forums before council and committee meetings.
- Councils are also free to determine the rules under which public forums are to be conducted and when they are to be held. OLG will be issuing model best practice public forum rules that councils can use if they choose to.
- Public forums must be livestreamed.

Councillors' attendance at meetings by audio-visual link

- The provisions governing attendance by councillors at meetings by audio-visual link have been made mandatory and the option to attend meetings by audio-visual link has been restricted to where councillors are prevented from attending a meeting in person because of ill-health or other medical reasons or because of unforeseen caring responsibilities.

Absences from council meetings

- Changes have been made to the provisions governing absences from meetings.
- Where councillors are unable to attend one or more meetings of the council or committees of the council, the new provisions encourage them to:
    - submit an apology for the meetings they are unable to attend,
    - state the reasons for their absence from the meetings, and

- request that the council grant them a leave of absence from the relevant meetings.

- Where a councillor makes an apology, the council must determine by resolution whether to grant the councillor a leave of absence for the meeting. Councils are required to act reasonably when deciding whether to grant a leave of absence to a councillor. To ensure accountability, if the council resolves not to grant a leave of absence for the meeting, it must state the reasons for its decision in its resolution.

Livestreaming meetings

- As of 1 January 2026, councils are required to livestream their meetings using an audio-visual recording.
- Recordings of meetings must be published on the council's website for the balance of the council's term or for 12 months, whichever is the later date.
- OLG will be issuing updated guidance on the livestreaming of meetings.

New rules of etiquette at meetings

- Councils may determine standards of dress for councillors when attending meetings.
- Where physically able to, councillors and staff are encouraged to stand when the mayor enters the chamber and when addressing the meeting.
- The 2025 Model Meeting Code prescribes modes of address.

Mayoral minutes

- The restrictions on mayoral minutes under the previous code have been removed. A mayoral minute may be put to a meeting without notice on any matter or topic that the mayor determines should be considered at the meeting.

Rules of debate

- The rules of debate have been simplified and the rules governing the foreshadowing of motions and amendments have been removed. It remains open to councillors to foreshadow that they intend to move an amendment during the debate, but there are no longer formal rules governing this.
- An amendment has been made to clarify that there is nothing to prevent a further motion from being moved at a meeting on the same item of business where the original motion is lost, provided the motion is not substantially the same as the one that was lost.

- Councils will no longer have the option of reducing the duration of speeches to less than 5 minutes. However, councils continue to have other options to expedite business at meetings such as moving that a motion be put where the necessary conditions have been satisfied and to resolve to deal with items by exception.

Voting on planning decisions

- Consistent with the Independent Commission Against Corruption's (ICAC) recommendations, a council or a council committee must not make a final planning decision at a meeting without receiving a staff report containing an assessment and recommendation in relation to the matter put before the council for a decision.
- Where the council or a council committee makes a planning decision that is inconsistent with the recommendation made in a staff report, it must provide reasons for its decision and why it did not adopt the staff recommendation.

Representations by the public on the closure of meetings

- In the interests of simplifying the code, the rules governing representations by the public on the closure of meetings have been removed. However, there is nothing to prevent councils from adopting their own rules on this. OLG will be issuing model best practice rules for public representations that councils can use if they choose to.

Making information considered at closed meetings public

- Consistent with ICAC's recommendation, the general manager must publish business papers for items of business considered during meetings that have been closed to public on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential.
- Before publishing this information, the general manager must consult with the council and any other affected persons and provide reasons for why the information has ceased to be confidential.

Dealing with disorder

- Councils will be required to determine on the adoption of the new code and at the commencement of each council term, whether to authorise the person presiding at a meeting to exercise a power of expulsion.
- The definition of acts of disorder by councillors have changed. The following constitute acts of disorder under the Regulation and the 2025 Model Meeting Code:

- contravening the Act, the Regulation, or the council's code of meeting practice,
- assaulting, or threatening to assault, another councillor or person present at the meeting,
- moving or attempting to move a motion or an amendment that has an unlawful purpose, or deals with a matter that is outside the jurisdiction of the council or committee or addressing or attempting to address the council or committee on or such a motion, amendment or matter,
- using offensive or disorderly words,
- making gestures or otherwise behaving in a way that is sexist, racist, homophobic or otherwise discriminatory, or if the behaviour occurred in the Legislative Assembly, would be considered disorderly,
- imputing improper motives, or unfavourably personally reflecting, on another council official or a person present at the meeting, or
- saying or doing anything that would promote disorder at the meeting or is otherwise inconsistent with maintaining order at the meeting.

- Where a councillor fails to remedy an act of disorder at the meeting at which it occurs, they can be required to do so at each subsequent meeting until they remedy the act of disorder. On each occasion the councillor fails to comply with a direction by the chairperson to remedy an act of disorder, they can be expelled from the meeting and each subsequent meeting until they comply.
- Members of the public can be expelled from meetings for engaging in disorderly conduct. Disorderly conduct includes:
  - speaking at meetings without being invited to,
  - bringing flags, signs or protest symbols to meetings,
  - disrupting meetings,
  - making unauthorised recordings of meetings.
- The 2025 Model Meeting Code notes that failure by a councillor or members of the public to leave a meeting when expelled is an offence under section 660 of the Act. Section 660 provides that a person who wilfully obstructs a council, councillor, employee of a council or a duly authorised person in the exercise of any function under the Act, or Regulation is guilty of an offence. An offence under section 660 carries a maximum fine of $2,100.

Committees

- Meetings of committees of a council whose membership comprises only of councillors must be conducted in accordance with the council's adopted meeting code. Such committees will no longer have the option of determining that rules under the council's meeting code do not apply to them.

Attachment 2 - 2025 Model Code of Meeting Practice for Local Councils in NSW

Department of Planning,
Housing and Infrastructure
Office of Local Government

The model code of meeting practice for local councils in NSW

August 2025

olg.nsw.gov.au

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1 Introduction

This Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is prescribed under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation).

The Model Meeting Code applies to all meetings of councils and committees of councils of which all the members are councillors (committees of council). Council committees whose members include persons other than councillors may adopt their own rules for meetings unless the council determines otherwise.

Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code.

A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions. However, a code of meeting practice adopted by a council must not contain provisions that are inconsistent with the mandatory provisions of this Model Meeting Code.

The provisions of the Model Meeting Code that are not mandatory are indicated in red font.

A council and a committee of the council of which all the members are councillors must conduct its meetings in accordance with the code of meeting practice adopted by the council.

The Model Meeting Code also applies to meetings of the boards of joint organisations and county councils. The provisions that are specific to meetings of boards of joint organisations are indicated in blue font.

In adopting the Model Meeting Code, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".

In adopting the Model Meeting Code, county councils should adapt it to substitute the term "chairperson" for "mayor" and "member" for "councillor".

2 Meeting principles

2.1 **Council and committee meetings should be:**

Transparent:	Decisions are made in a way that is open and accountable.
Informed:	Decisions are made based on relevant, quality information.
Inclusive:	Decisions respect the diverse needs and interests of the local community.
Principled:	Decisions are informed by the principles prescribed under Chapter 3 of the Act.
Trusted:	The community has confidence that councillors and staff act ethically and make decisions in the interests of the whole community.
Effective:	Meetings are well organised, effectively run and skilfully chaired.
Orderly:	Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

Note: The Office of Local Government has issued a guideline on free speech in local government in NSW. The Guideline provides practical guidance to councils on what free speech means in the context of NSW local government, including in relation to council meetings. The Guidelines have been issued under section 23A of the Act meaning councils must consider them when exercising their functions at meetings.

3 Before the meeting

Timing of ordinary council meetings

3.1 **The council shall, by resolution, set the frequency, time, date and place of its ordinary meetings.**

Note: Under section 365 of the Act, councils are required to meet at least ten (10) times each year, each time in a different month unless the Minister for Local Government has approved a reduction in the number of times that a council is required to meet each year under section 365A.

Note: Under section 396 of the Act, county councils are required to meet at least four (4) times each year.

Note: Under section 400T of the Act, boards of joint organisations are required to meet at least four (4) times each year, each time in a different quarter of the year.

Note: Under clause 13 of Schedule 11 of the Act, councils that have been designated as a rural and remote council under the Regulation are required to meet at least four (4) times each year, each time in a different quarter of the year.

Extraordinary meetings

3.2 **If the mayor receives a request in writing, signed by at least two (2) councillors, the mayor must call an extraordinary meeting of the council to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The mayor can be one of the two councillors requesting the meeting.**

Note: Clause 3.2 reflects section 366 of the Act.

3.3 **The mayor may call an extraordinary meeting without the need to obtain the signature of two (2) councillors.**

Notice to the public of council meetings

3.4 **The council must give notice to the public of the time, date and place of each of its meetings, including extraordinary meetings, and of each meeting of committees of the council.**

Note: Clause 3.4 reflects section 9(1) of the Act.

3.5 **For the purposes of clause 3.4, notice of a meeting of the council and of a committee of council must be published before the meeting takes place. The notice must be published on the council's website, and in such other manner that the council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.**

3.6 **For the purposes of clause 3.4, notice of more than one (1) meeting may be given in the same notice.**

Notice to councillors of ordinary council meetings

3.7 The general manager must send to each councillor, at least three (3) days before each meeting of the council, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

Note: Clause 3.7 reflects section 367(1) of the Act.

3.8 The notice and the agenda for, and the business papers relating to, the meeting may be given to councillors in electronic form, unless the council determines otherwise, but only if all councillors have facilities to access the notice, agenda and business papers in that form.

Note: Clause 3.8 reflects section 367(3) of the Act.

Notice to councillors of extraordinary meetings

3.9 Notice of less than three (3) days may be given to councillors of an extraordinary meeting of the council in cases of emergency.

Note: Clause 3.9 reflects section 367(2) of the Act.

Giving notice of business to be considered at council meetings

3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted within such reasonable time before the meeting is to be held as determined by the council.

3.11 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.

Questions with notice

3.12 A councillor may, by way of a notice submitted under clause 3.10, ask a question for response by the general manager about the performance or operations of the council.

3.13 A councillor is not permitted to ask a question with notice under clause 3.12 that would constitute an act of disorder.

3.14 The general manager or their nominee may respond to a question with notice submitted under clause 3.12 by way of a report included in the business papers for the relevant meeting of the council.

Agenda and business papers for ordinary meetings

3.15 The general manager must cause the agenda for a meeting of the council or a committee of the council to be prepared as soon as practicable before the meeting.

3.16 The general manager must ensure that the agenda for an ordinary meeting of the council states:

a. all matters to be dealt with arising out of the proceedings of previous meetings of the council, and

b. if the mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and

c. all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and

d. any business of which due notice has been given under clause 3.10.

3.17 Nothing in clause 3.16 limits the powers of the mayor to put a mayoral minute to a meeting without notice under clause 9.7.

3.18 The general manager must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the general manager, the business is, or the implementation of the business would be, unlawful. The general manager must report, without giving details of the item of business, any such exclusion to the next meeting of the council.

3.19 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the general manager, is likely to take place when the meeting is closed to the public, the general manager must ensure that the agenda of the meeting:

a. identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and

b. states the grounds under section 10A(2) of the Act relevant to the item of business.

Note: Clause 3.19 reflects section 9(2A)(a) of the Act.

3.20 The general manager must ensure that the details of any item of business which, in the opinion of the general manager, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to councillors for the meeting concerned. Such details must not be included in the business papers made available to the public and must not be disclosed by a councillor or by any other person to another person who is not authorised to have that information.

Availability of the agenda and business papers to the public

3.21 Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of the council and committees of council, are to be published on the council's website, and must be made available to the public for inspection, or for taking away by any person free of charge at the offices of the council, at the relevant meeting and at such other venues determined by the council.

Note: Clause 3.21 reflects section 9(2) and (4) of the Act.

3.22 Clause 3.21 does not apply to the business papers for items of business identified under clause 3.19 as being likely to be considered when the meeting is closed to the public.

Note: Clause 3.22 reflects section 9(2A)(b) of the Act.

3.23 For the purposes of clause 3.21, copies of agendas and business papers must be published on the council's website and made available to the public at a time that is as close as possible to the time they are available to councillors.

Note: Clause 3.23 reflects section 9(3) of the Act.

3.24 A copy of an agenda, or of an associated business paper made available under clause 3.21, may in addition be given or made available in electronic form unless the council determines otherwise.

Note: Clause 3.24 reflects section 9(5) of the Act.

Agenda and business papers for extraordinary meetings

3.25 The council must ensure that the agenda for an extraordinary meeting of the council deals only with the matters stated in the notice of the meeting.

3.26 Nothing in clause 3.25 limits the powers of the mayor to put a mayoral minute to an extraordinary meeting without notice under clause 9.7.

3.27 Despite clause 3.25, business may be considered at an extraordinary meeting of the council at which all councillors are present, even though due notice has not been given of the business, if the council resolves to deal with the business on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting of the council. A resolution adopted under this clause must state the reasons for the urgency.

3.28 A motion moved under clause 3.27 can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with. Despite any other provision of this code, only the mover of a motion moved under clause 3.27, and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

3.29 If all councillors are not present at the extraordinary meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution is adopted in accordance with clause 3.27 and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.

3.30 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.29 on whether a matter is urgent.

Prohibition of pre-meeting briefing sessions

3.31 Briefing sessions must not be held to brief councillors on business listed on the agenda for meetings of the council or committees of the council.

Note: The prohibition on the holding of briefing sessions under clause 3.31 reflects the intent of Chapter 4, Part 1 of the Act which requires business of the council to be conducted openly and transparently at a formal meeting of which due notice has been given and to which the public has access. Pre-meeting briefing sessions are inconsistent with the principles of transparency, accountability and public participation and have the potential to undermine confidence in the proper and lawful decision-making processes of the council.

3.32 Nothing in clause 3.31 prevents a councillor from requesting information from the general manager about a matter to be considered at a meeting, provided the information is also available to the public. Information requested under this clause must be provided in a way that does not involve any discussion of the information.

4 Public forums

4.1 The council may hold a public forum prior to meetings of the council and committees of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to meetings of other committees of the council.

4.2 The council may determine the rules under which public forums are to be conducted and when they are to be held.

4.3 The provisions of this code requiring the livestreaming of meetings also apply to public forums.

5 Coming together

Attendance by councillors at meetings

5.1 All councillors must make reasonable efforts to attend meetings of the council and of committees of the council of which they are members.

Note: A councillor may not attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected or a meeting at which the councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.

5.2 The council may determine standards of dress for councillors when attending meetings.

5.3 A councillor cannot participate in a meeting of the council or of a committee of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.

5.4 The board of the joint organisation may, if it thinks fit, transact any of its business at a meeting at which representatives (or some representatives) participate by telephone or other electronic means, but only if any representative who speaks on a matter before the meeting can be heard by the other representatives. For the purposes of a meeting held in accordance with this clause, the chairperson and each other voting representative on the board have the same voting rights as they have at an ordinary meeting of the board.

Note: Clause 5.4 reflects section 397G of the Regulation. Joint organisations may adopt clause 5.4 and omit clause 5.3. Councils must not adopt clause 5.4.

5.5 Where a councillor is unable to attend one or more meetings of the council or committees of the council, the councillor should submit an apology for the meetings they are unable to attend, state the reasons for their absence from the meetings and request that the council grant them a leave of absence from the relevant meetings.

5.6 The council must not act unreasonably when considering whether to grant a councillor's request for a leave of absence.

5.7 Where a councillor makes an apology under clause 5.5, the council must determine by resolution whether to grant the councillor a leave of absence for the meeting for the purposes of section 234(1)(d) of the Act. If the council resolves not to grant a leave of absence for the meeting, it must state the reasons for its decision in its resolution.

5.8 A councillor's civic office will become vacant if the councillor is absent from three (3) consecutive ordinary meetings of the council without prior leave of the council, or leave granted by the council at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.

Note: Clause 5.8 reflects section 234(1)(d) of the Act.

The quorum for a meeting

5.9 The quorum for a meeting of the council is a majority of the councillors of the council who hold office at that time and are not suspended from office.

Note: Clause 5.9 reflects section 368(1) of the Act.

5.10 Clause 5.9 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the council.

Note: Clause 5.10 reflects section 368(2) of the Act.

5.11 A meeting of the council must be adjourned if a quorum is not present:

a. at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or

b. within half an hour after the time designated for the holding of the meeting, or

c. at any time during the meeting.

5.12 In either case, the meeting must be adjourned to a time, date, and place fixed:

a. by the chairperson, or

b. in the chairperson's absence, by the majority of the councillors present, or

c. failing that, by the general manager.

5.13 The general manager must record in the council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the council, together with the names of the councillors present.

5.14 Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the health, safety or welfare of councillors, council staff and members of the public may be put at risk by attending the meeting because of a natural disaster or a public health emergency, the mayor may, in consultation with the general manager and, as far as is practicable, with each councillor, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on the council's website and in such other manner that the council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.

5.15 Where a meeting is cancelled under clause 5.14, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the council or at an extraordinary meeting called by the mayor under clause 3.3.

Meetings held by audio-visual link

5.16 A meeting of the council or a committee of the council may be held by audio-visual link where the mayor determines that the meeting should be held by audio-visual link because of a natural disaster or a public health emergency. The mayor may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of councillors and staff at risk. The mayor must make a determination under this clause in consultation with the general manager and, as far as is practicable, with each councillor.

5.17 Where the mayor determines under clause 5.16 that a meeting is to be held by audio-visual link, the general manager must:

a. give written notice to all councillors that the meeting is to be held by audio-visual link, and

b. take all reasonable steps to ensure that all councillors can participate in the meeting by audio-visual link, and

c. cause a notice to be published on the council's website and in such other manner the general manager is satisfied will bring it to the attention of as many people as possible, advising that the meeting is to be held by audio-visual link and providing information about where members of the public may view the meeting.

5.18 This code applies to a meeting held by audio-visual link under clause 5.16 in the same way it would if the meeting was held in person.

Note: Where a council holds a meeting by audio-visual link under clause 5.16, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.

Attendance by councillors at meetings by audio-visual link

5.19 Councillors may attend and participate in meetings of the council and committees of the council by audio-visual link with the approval of the council or the relevant committee where they are prevented from attending the meeting in person because of ill-health or other medical reasons or because of unforeseen caring responsibilities.

5.20 Clause 5.19 does not apply to meetings at which a mayoral election is to be held.

5.21 A request by a councillor for approval to attend a meeting by audio-visual link must be made in writing to the general manager prior to the meeting in question and must provide reasons why the councillor will be prevented from attending the meeting in person.

5.22 Councillors may request approval to attend more than one meeting by audio-visual link. Where a councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.21.

5.23 The council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a councillor to attend a meeting by audio-visual link.

5.24 A councillor who has requested approval to attend a meeting of the council or a committee of the council by audio-visual link may participate in the meeting by audio-visual link until the council or committee determines whether to approve their request and is to be taken as present at the meeting. The councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.

5.25 A decision whether to approve a request by a councillor to attend a meeting of the council or a committee of the council by audio-visual link must be made by a resolution of the council or the committee concerned. The resolution must state the meetings the resolution applies to.

5.26 If the council or committee refuses a councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.

5.27 A decision whether to approve a councillor's request to attend a meeting by audio-visual link is at the council's or the relevant committee's discretion. The council and committees of the council must act reasonably when considering requests by councillors to attend meetings by audio-visual link.

5.28 The council and committees of the council may refuse a councillor's request to attend a meeting by audio-visual link where the council or committee is satisfied that the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the council or a committee of the council by audio-visual link.

5.29 This code applies to a councillor attending a meeting by audio-visual link in the same way it would if the councillor was attending the meeting in person. Where a councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.

5.30 A councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.

5.31 A councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.

Entitlement of the public to attend council meetings

5.32 Everyone is entitled to attend a meeting of the council and committees of the council. The council must ensure that all meetings of the council and committees of the council are open to the public.

Note: Clause 5.32 reflects section 10(1) of the Act.

5.33 Clause 5.32 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.

5.34 A person (whether a councillor or another person) is not entitled to be present at a meeting of the council or a committee of the council if expelled from the meeting:

a. by a resolution of the meeting, or

b. by the person presiding at the meeting if the council has, by resolution, authorised the person presiding to exercise the power of expulsion.

Note: Clause 5.34 reflects section 10(2) of the Act.

5.35 On the adoption of this code and at the commencement of each council term, the council must determine whether to authorise the person presiding at a meeting to exercise a power of expulsion.

Note: If adopted, clauses 15.15 and 15.16 confer a standing authorisation on all chairpersons of meetings of the council and committees of the council to expel persons from meetings. If adopted, clause 15.15 authorises chairpersons to expel any person, including a councillor, from a council or committee meeting. Alternatively, if adopted, clause 15.16 authorises chairpersons to expel persons other than councillors from a council or committee meeting.

Livestreaming of meetings

5.36 Each meeting of the council or a committee of the council is to be recorded by means of an audio-visual device.

5.37 At the start of each meeting of the council or a committee of the council, the chairperson must inform the persons attending the meeting that:

a. the meeting is being recorded and made publicly available on the council's website, and

b. persons attending the meeting should refrain from making any defamatory statements.

5.38 The recording of a meeting is to be made publicly available on the council's website at the same time as the meeting is taking place.

5.39 The recording of a meeting is to be made publicly available on the council's website for at least 12 months after the meeting or for the balance of the council's term, whichever is the longer period.

5.40 Clauses 5.36 - 5.39 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.

Note: Clauses 5.36 – 5.40 reflect section 236 of the Regulation.

5.41 Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.

Note: Joint organisations are not required to livestream their meetings but may choose to do so by adopting clauses 5.36–5.40. Joint organisations that choose not to livestream their meetings may omit clauses 5.36–5.40.

Attendance of the general manager and other staff at meetings

5.42 The general manager is entitled to attend, but not to vote at, a meeting of the council or a meeting of a committee of the council of which all of the members are councillors.

Note: Clause 5.42 reflects section 376(1) of the Act.

5.43 The general manager is entitled to attend a meeting of any other committee of the council and may, if a member of the committee, exercise a vote.

Note: Clause 5.43 reflects section 376(2) of the Act.

5.44 The general manager may be excluded from a meeting of the council or a committee while the council or committee deals with a matter relating to the standard of performance of the general manager or the terms of employment of the general manager.

Note: Clause 5.44 reflects section 376(3) of the Act.

5.45 The attendance of other council staff at a meeting, (other than as members of the public) shall be determined by the general manager in consultation with the mayor.

6 The chairperson

The chairperson at meetings

6.1 **The mayor, or at the request of or in the absence of the mayor, the deputy mayor (if any) presides at meetings of the council.**

Note: Clause 6.1 reflects section 369(1) of the Act.

6.2 **If the mayor and the deputy mayor (if any) are absent, a councillor elected to chair the meeting by the councillors present presides at a meeting of the council.**

Note: Clause 6.2 reflects section 369(2) of the Act.

Election of the chairperson in the absence of the mayor and deputy mayor

6.3 **If no chairperson is present at a meeting of the council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.**

6.4 **The election of a chairperson must be conducted:**

a. by the general manager or, in their absence, an employee of the council designated by the general manager to conduct the election, or

b. by the person who called the meeting or a person acting on their behalf if neither the general manager nor a designated employee is present at the meeting, or if there is no general manager or designated employee.

6.5 **If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.**

6.6 **For the purposes of clause 6.5, the person conducting the election must:**

a. arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and

b. then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.

6.7 **The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.**

6.8 **Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.**

Chairperson to have precedence

6.9 **When the chairperson rises or speaks during a meeting of the council:**

a. any councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and

b. every councillor present must be silent to enable the chairperson to be heard without interruption.

7 Modes of address

7.1 Where physically able to, councillors and staff should stand when the mayor enters the chamber and when addressing the meeting.

7.2 If the chairperson is the mayor, they are to be addressed as 'Mr Mayor', 'Madam Mayor' or 'Mayor'.

7.3 If the chairperson is the deputy mayor, they are to be addressed as 'Mr Deputy Mayor', or 'Madam Deputy Mayor' or 'Deputy Mayor'.

7.4 Where the chairperson is not the mayor or deputy mayor, they are to be addressed as either 'Mr Chairperson' or 'Madam Chairperson' or 'Chair'.

7.5 A councillor is to be addressed as 'Councillor [surname]'.

7.6 A council officer is to be addressed by their official designation or as Mr/Ms/Mx [surname].

8 Order of business for ordinary council meetings

8.1 At a meeting of the council, the general order of business is as fixed by resolution of the council.

8.2 The order of business as fixed under clause 8.1 may be altered for a particular meeting of the council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.

Note: If adopted, Part 13 allows council to deal with items of business by exception.

8.3 Despite any other provision of this code, only the mover of a motion referred to in clause 8.2 and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

9 Consideration of business at council meetings

Business that can be dealt with at a council meeting

9.1 The council must not consider business at a meeting of the council:

a. unless a councillor has given notice of the business, as required by clause 3.10, and

b. unless notice of the business has been sent to the councillors in accordance with clause 3.7 in the case of an ordinary meeting or clause 3.9 in the case of an extraordinary meeting called in an emergency.

9.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:

a. is already before, or directly relates to, a matter that is already before the council, or

b. is the election of a chairperson to preside at the meeting, or

c. is a matter or topic put to the meeting by way of a mayoral minute, or

d. is a motion for the adoption of recommendations of a committee of the council.

9.3 Despite clause 9.1, business may be considered at a meeting of the council at which all councillors are present even though due notice has not been given of the business to councillors, if the council resolves to deal with the business on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting. A resolution adopted under this clause must state the reasons for the urgency.

9.4 A motion moved under clause 9.3 can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 9.3 and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

9.5 If all councillors are not present at a meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution is adopted in accordance with clause 9.3, and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.

9.6 A motion of dissent cannot be moved against a ruling by the chairperson under clause 9.5.

Mayoral minutes

9.7 The mayor may, by minute signed by the mayor, put to the meeting without notice any matter or topic that the mayor determines should be considered at the meeting.

9.8 A mayoral minute, when put to a meeting, takes precedence over all business on the council's agenda for the meeting. The mayor may move the adoption of a mayoral minute without the motion being seconded.

9.9 A recommendation made in a mayoral minute put by the mayor is, so far as it is adopted by the council, a resolution of the council.

Staff reports

9.10 A recommendation made in a staff report is, so far as it is adopted by the council, a resolution of the council.

Reports of committees of council

9.11 The recommendations of a committee of the council are, so far as they are adopted by the council, resolutions of the council.

9.12 If in a report of a committee of the council distinct recommendations are made, the council may make separate decisions on each recommendation.

Questions

9.13 A question must not be asked at a meeting of the council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.10 and 3.12, unless the council determines otherwise in accordance with this code.

9.14 A councillor may, through the chairperson, ask another councillor about a matter on the agenda.

9.15 A councillor may, through the mayor, ask the general manager about a matter on the agenda. The general manager may request another council employee to answer the question.

9.16 A councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to information. Where a councillor or council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the council.

9.17 Councillors must ask questions directly, succinctly, and without argument.

9.18 The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a councillor or council employee.

10 Rules of debate

Motions to be seconded

10.1 Unless otherwise specified in this code, a motion or an amendment cannot be debated unless or until it has been seconded.

Notices of motion

10.2 A councillor who has submitted a notice of motion under clause 3.10 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.

10.3 If a councillor who has submitted a notice of motion under clause 3.10 wishes to withdraw it, they may request its withdrawal at any time. If the notice of motion is withdrawn after the agenda and business paper for the meeting at which it is to be considered have been sent to councillors, the chairperson is to note the withdrawal of the notice of motion at the meeting unless the council determines to consider the notice of motion at the meeting.

10.4 In the absence of a councillor who has placed a notice of motion on the agenda for a meeting of the council:

a. any other councillor may, with the leave of the chairperson, move the motion at the meeting, or

b. the chairperson may defer consideration of the motion until the next meeting of the council.

Chairperson's duties with respect to motions

10.5 It is the duty of the chairperson at a meeting of the council to receive and put to the meeting any lawful motion that is brought before the meeting.

10.6 The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.

10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.

Amendments to motions

10.8 An amendment to a motion must be moved and seconded before it can be debated.

10.9 An amendment to a motion must relate to the matter being dealt with in the original motion before the council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.

10.10 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.

10.11 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before council at any one time.

10.12 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.

10.13 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.

10.14 An amendment may become the motion without debate or a vote where it is accepted by the councillor who moved the original motion.

Limitations on the number and duration of speeches

10.15 A councillor who, during a debate at a meeting of the council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.

10.16 A councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.

10.17 A councillor must not, without the consent of the council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.

10.18 Despite clause 10.17, the chairperson may permit a councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the councillor to make a statement limited to explaining the misrepresentation or misunderstanding.

10.19 Despite clauses 10.15 and 10.16, a councillor may move that a motion or an amendment be now put:

a. if the mover of the motion or amendment has spoken in favour of it and no councillor expresses an intention to speak against it, or

b. if at least two (2) councillors have spoken in favour of the motion or amendment and at least two (2) councillors have spoken against it.

10.20 The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.19. A seconder is not required for such a motion.

10.21 If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.15.

10.22 If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.

10.23 All councillors must be heard without interruption and all other councillors must, unless otherwise permitted under this code, remain silent while another councillor is speaking.

10.24 Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.

10.25 Clause 10.24 does not prevent a further motion from being moved on the same item of business where the original motion is lost provided the motion is not substantially the same as the one that is lost.

Participation by non-voting representatives in joint organisation board meetings

10.26 Non-voting representatives of joint organisation boards may speak on but must not move, second or vote on any motion or an amendment to a motion.

Note: Under section 400T(1)(c) of the Act, non-voting representatives of joint organisation boards may attend but are not entitled to vote at a meeting of the board.

Note: Joint organisations must adopt clause 10.26. Councils must not adopt clause 10.26.

11 Voting

Voting entitlements of councillors

11.1 Each councillor is entitled to one (1) vote.

Note: Clause 11.1 reflects section 370(1) of the Act.

Note: Under section 400T(1) of the Act, voting representatives of joint organisation boards are entitled to one (1) vote each at meetings of the board.

11.2 The person presiding at a meeting of the council has, in the event of an equality of votes, a second or casting vote.

Note: Clause 11.2 reflects section 370(2) of the Act.

11.3 Where the chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

11.4 A motion at a meeting of the board of a joint organisation is taken to be lost in the event of an equality of votes.

Note: Clause 11.4 reflects section 397E of the Regulation. Joint organisations must adopt clause 11.4 and omit clauses 11.2 and 11.3. Councils must not adopt clause 11.4.

Note: Under section 400U(4) of the Act, joint organisations may specify more stringent voting requirements for decisions by the board such as a 75% majority or consensus decision making. Where a joint organisation's charter specifies more stringent voting requirements, clause 11.4 must be adapted to reflect those requirements.

Voting at council meetings

11.5 A councillor who is present at a meeting of the council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.

11.6 If a councillor who has voted against a motion put at a council meeting so requests, the general manager must ensure that the councillor's dissenting vote is recorded in the council's minutes.

11.7 The decision of the chairperson as to the result of a vote is final unless the decision is immediately challenged and not fewer than two (2) councillors rise and call for a division.

11.8 When a division on a motion is called, the chairperson must ensure that the division takes place immediately. The general manager must ensure that the names of those who vote for the motion and those who vote against it are recorded in the council's minutes for the meeting.

11.9 When a division on a motion is called, any councillor who fails to vote will be recorded as having voted against the motion in accordance with clause 11.5 of this code.

11.10 Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system). However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot.

11.11 All voting at council meetings, (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment (including the use of the casting vote) being recorded.

Note: If clause 11.11 is adopted, clauses 11.6 – 11.9 and clause 11.15 may be omitted.

Voting on planning decisions

11.12 The council or a council committee must not make a final planning decision without receiving a staff report containing an assessment and recommendation in relation to the matter put before the council for a decision.

11.13 Where the council or a council committee makes a planning decision that is inconsistent with the recommendation made in a staff report, it must provide reasons for its decision and why it did not adopt the staff recommendation.

11.14 The general manager must keep a register containing, for each planning decision made at a meeting of the council or a council committee (including, but not limited to a committee of the council), the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.

11.15 For the purpose of maintaining the register, a division is taken to have been called whenever a motion for a planning decision is put at a meeting of the council or a council committee.

11.16 Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.

11.17 Clauses 11.14–11.16 apply also to meetings that are closed to the public.

Note: Clauses 11.14–11.17 reflect section 375A of the Act.

Note: The requirements of clause 11.14 may be satisfied by maintaining a register of the minutes of each planning decision.

12 Committee of the whole

12.1 The council may resolve itself into a committee to consider any matter before the council.

Note: Clause 12.1 reflects section 373 of the Act.

12.2 All the provisions of this code relating to meetings of the council, so far as they are applicable, extend to and govern the proceedings of the council when in committee of the whole, except the provisions limiting the number and duration of speeches and encouraging councillors and staff to stand when addressing the meeting.

Note: Clauses 10.15 – 10.25 limit the number and duration of speeches.

Note: Clause 7.1 encourages councillors and staff to stand when addressing the meeting where they can.

12.3 The general manager or, in the absence of the general manager, an employee of the council designated by the general manager, is responsible for reporting to the council the proceedings of the committee of the whole. It is not necessary to report the proceedings in full, but any recommendations of the committee must be reported.

12.4 The council must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the council's minutes. However, the council is not taken to have adopted the report until a motion for adoption has been made and passed.

13 Dealing with items by exception

13.1 The council or a committee of council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution where it considers it necessary to expedite the consideration of business at a meeting.

13.2 Before the council or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the chairperson must list the items of business to be adopted and ask councillors to identify any individual items of business listed by the chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on.

13.3 The council or committee must not resolve to adopt any item of business under clause 13.1 that a councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.

13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the council or committee must resolve to alter the order of business in accordance with clause 8.2.

13.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.

13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.

13.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1.

14 Closure of council meetings to the public

Grounds on which meetings can be closed to the public

14.1 The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:

a. personnel matters concerning particular individuals (other than councillors),

b. the personal hardship of any resident or ratepayer,

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

d. commercial information of a confidential nature that would, if disclosed:

   i. prejudice the commercial position of the person who supplied it, or

   ii. confer a commercial advantage on a competitor of the council, or

   iii. reveal a trade secret,

e. information that would, if disclosed, prejudice the maintenance of law,

f. matters affecting the security of the council, councillors, council staff or council property,

g. advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,

h. information concerning the nature and location of a place or an item of Aboriginal significance on community land,

i. alleged contraventions of the council's code of conduct.

Note: Clause 14.1 reflects section 10A(1) and (2) of the Act.

14.2 The council or a committee of the council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Note: Clause 14.2 reflects section 10A(3) of the Act.

Matters to be considered when closing meetings to the public

14.3 A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:

a. except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and

b. if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

Note: Clause 14.3 reflects section 10B(1) of the Act.

14.4 A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:

a. are substantial issues relating to a matter in which the council or committee is involved, and

b. are clearly identified in the advice,

c. are fully discussed in that advice, and

d. are subject to legal professional privilege.

Note: Clause 14.4 reflects section 10B(2) of the Act.

14.5 If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.

Note: Clause 14.5 reflects section 10B(3) of the Act.

14.6 For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:

a. a person may misinterpret or misunderstand the discussion, or

b. the discussion of the matter may:

   i. cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or

   ii. cause a loss of confidence in the council or committee.

Note: Clause 14.6 reflects section 10B(4) of the Act.

14.7 In deciding whether part of a meeting is to be closed to the public, the council or committee concerned must consider any relevant guidelines issued by the Departmental Chief Executive of the Office of Local Government.

Note: Clause 14.7 reflects section 10B(5) of the Act.

Notice of likelihood of closure not required in urgent cases

14.8 Part of a meeting of the council, or of a committee of the council, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed, but only if:

a. it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and

b. the council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:

i. should not be deferred (because of the urgency of the matter), and

ii. should take place in a part of the meeting that is closed to the public.

Note: Clause 14.8 reflects section 10C of the Act.

Representations by members of the public

14.9 The council, or a committee of the council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

Note: Clause 14.9 reflects section 10A(4) of the Act.

14.10 A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.

14.11 Despite clauses 14.9 and 14.10, the council may resolve to close the meeting to the public in accordance with this Part to hear a representation from a member of the public as to whether the meeting should be closed to consider an item of business where the representation involves the disclosure of information relating to a matter referred to in clause 14.1.

14.12 Where the matter has been identified in the agenda of the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the council in a manner determined by the council.

Expulsion of non-councillors from meetings closed to the public

14.13 If a meeting or part of a meeting of the council or a committee of the council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a councillor and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.

14.14 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the first-mentioned person from that place and, if necessary restrain that person from re-entering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

Obligations of councillors attending meetings by audio-visual link

14.15 Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

Information to be disclosed in resolutions closing meetings to the public

14.16 The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:

a. the relevant provision of section 10A(2) of the Act,

b. the matter that is to be discussed during the closed part of the meeting,

c. the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Note: Clause 14.16 reflects section 10D of the Act.

Resolutions passed at closed meetings to be made public

14.17 If the council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.

14.18 Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson under clause 14.17 during a part of the meeting that is livestreamed where practicable.

14.19 The general manager must cause business papers for items of business considered during a meeting, or part of a meeting, that is closed to public, to be published on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential.

14.20 The general manager must consult with the council and any other affected persons before publishing information on the council's website under clause 14.19 and provide reasons for why the information has ceased to be confidential.

15 Keeping order at meetings

Points of order

15.1 A councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.

15.2 A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order – either by upholding it or by overruling it.

Questions of order

15.3 The chairperson, without the intervention of any other councillor, may call any councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.

15.4 A councillor who claims that another councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.

15.5 The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the council.

15.6 The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

Motions of dissent

15.7 A councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.

15.8 If a motion of dissent is passed, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.

15.9 Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

Acts of disorder

15.10 A councillor commits an act of disorder if the councillor, at a meeting of the council or a committee of the council:

a. contravenes the Act, the Regulation or this code, or

b. assaults or threatens to assault another councillor or person present at the meeting, or

c. moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the council or the committee, or addresses or attempts to address the council or the committee on such a motion, amendment or matter, or

d. uses offensive or disorderly words, or

e. makes gestures or otherwise behaves in a way that is sexist, racist, homophobic or otherwise discriminatory, or, if the behaviour occurred in the Legislative Assembly, would be considered disorderly, or

f. imputes improper motives to or unfavourably personally reflects upon any other council official, or a person present at the meeting, except by a motion, or

g. says or does anything that would promote disorder at the meeting or is otherwise inconsistent with maintaining order at the meeting.

Note: Clause 15.10 reflects section 182 of the Regulation.

Note: The Legislative Assembly's Speaker's Guidelines state that "Members are not to use language, make gestures, or behave in any way in the Chamber that is sexist, racist, homophobic or otherwise exclusionary or discriminatory. Such conduct may be considered offensive and disorderly, in accordance with Standing Order 74".

15.11 **The chairperson may require a councillor:**

a. to apologise without reservation for an act of disorder referred to in clauses 15.10(a), (b), (d), (e), or (g), or

b. to withdraw a motion or an amendment referred to in clause 15.10(c) and, where appropriate, to apologise without reservation, or

c. to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.10(d), (e), (f), or (g).

Note: Clause 15.11 reflects section 233 of the Regulation.

15.12 **A failure to comply with a requirement under clause 15.11 constitutes a fresh act of disorder for the purposes of clause 15.10.**

15.13 **Where a councillor fails to take action in response to a requirement by the chairperson to remedy an act of disorder under clause 15.11 at the meeting at which the act of disorder occurred, the chairperson may require the councillor to take that action at each subsequent meeting until such time as the councillor complies with the requirement. If the councillor fails to remedy the act of disorder at a subsequent meeting, they may be expelled from the meeting under clause 15.18.**

How disorder at a meeting may be dealt with

15.14 **If disorder occurs at a meeting of the council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair. The council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of councillors.**

Expulsion from meetings

15.15 **All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person, including any councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act.**

15.16 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person other than a councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act. Councillors may only be expelled by resolution of the council or the committee of the council.

Note: Councils may use either clause 15.15 or clause 15.16.

15.17 Clause [15.15/15.16] [delete whichever is not applicable], does not limit the ability of the council or a committee of the council to resolve to expel a person, including a councillor, from a council or committee meeting, under section 10(2)(a) of the Act.

15.18 A councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for having failed to comply with a requirement under clause 15.11 or clause 15.13. The expulsion of a councillor from the meeting for that reason does not prevent any other action from being taken against the councillor for the act of disorder concerned.

Note: Clause 15.18 reflects section 233(2) of the Regulation.

15.19 A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for engaging in or having engaged in disorderly conduct at the meeting.

15.20 Members of the public attending a meeting of the council:

a. must remain silent during the meeting unless invited by the chairperson to speak,

b. must not bring flags, signs or protest symbols to the meeting, and

c. must not disrupt the meeting.

15.21 Without limiting clause 15.19, a contravention of clause 15.20 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Members of the public may, as provided by section 10(2) of the Act, be expelled from a meeting for a breach of clause 15.20.

15.22 Where a councillor or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.

15.23 If a councillor or a member of the public fails to leave the place where a meeting of the council is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the councillor or member of the public from that place and, if necessary, restrain the councillor or member of the public from re-entering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

How disorder by councillors attending meetings by audio-visual link may be dealt with

15.24 Where a councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the councillor's audio link to the meeting for the purposes of enforcing compliance with this code.

15.25 If a councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the councillor's audio-visual link to the meeting.

Use of mobile phones and the unauthorised recording of meetings

15.26 Councillors, council staff and members of the public must ensure that mobile phones are turned to silent

during meetings of the council and committees of the council.

15.27 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.

15.28 Without limiting clause 15.19, a contravention of clause 15.27 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Any person who contravenes or attempts to contravene clause 15.27, may, as provided for under section 10(2) of the Act, be expelled from the meeting.

15.29 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

16 Conflicts of interest

16.1 All councillors and, where applicable, all other persons, must declare and manage conflicts of interest they have in matters being considered at meetings of the council and committees of the council in accordance with the council's code of conduct. All declarations of conflicts of interest must be recorded in the minutes of the meeting at which the declaration was made.

16.2 Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they have in matters being considered at the meeting in accordance with the council's code of conduct. Where a councillor has declared a conflict of interest in a matter being discussed at the meeting, the councillor's audio-visual link to the meeting must be suspended or terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

17 Decisions of the council

Council decisions

17.1 A decision supported by a majority of the votes at a meeting of the council at which a quorum is present is a decision of the council.

Note: Clause 17.1 reflects section 371 of the Act in the case of councils and section 400T(8) in the case of joint organisations.

Note: Under section 400U(4) of the Act, joint organisations may specify more stringent voting requirements for decisions by the board such as a 75% majority or consensus decision making. Where a joint organisation's charter specifies more stringent voting requirements, clause 17.1 must be adapted to reflect those requirements.

17.2 Decisions made by the council must be accurately recorded in the minutes of the meeting at which the decision is made.

Rescinding or altering council decisions

17.3 A resolution passed by the council may not be altered or rescinded except by a motion to that effect of which notice has been given in accordance with this code.

Note: Clause 17.3 reflects section 372(1) of the Act.

17.4 If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

Note: Clause 17.4 reflects section 372(2) of the Act.

17.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with this code.

Note: Clause 17.5 reflects section 372(3) of the Act.

17.6 A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

Note: Clause 17.6 reflects section 372(4) of the Act.

17.7 If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but in principle the same.

Note: Clause 17.7 reflects section 372(5) of the Act.

17.8 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

Note: Clause 17.8 reflects section 372(7) of the Act.

17.9 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.11 with the consent of all signatories to the notice of motion.

17.10 A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the general manager no later than 1 day after the meeting at which the resolution was adopted.

17.11 A motion to alter or rescind a resolution of the council may be moved on the report of a committee of the council and any such report must be recorded in the minutes of the meeting of the council.

Note: Clause 17.11 reflects section 372(6) of the Act.

17.12 Subject to clause 17.7, in cases of urgency, a motion to alter or rescind a resolution of the council may be moved at the same meeting at which the resolution was adopted, where:

a. a notice of motion signed by three councillors is submitted to the chairperson at the meeting, and

b. the council resolves to deal with the motion at the meeting on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting of the council.

17.13 A motion moved under clause 17.12(b) can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 17.12(b) and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

17.14 A resolution adopted under clause 17.12(b) must state the reasons for the urgency.

Recommitting resolutions to correct an error

17.15 Despite the provisions of this Part, a councillor may, with the leave of the chairperson, move to recommit a resolution adopted at the same meeting:

a. to correct any error, ambiguity or imprecision in the council's resolution, or

b. to confirm the voting on the resolution.

17.16 In seeking the leave of the chairperson to move to recommit a resolution for the purposes of clause 17.15(a), the councillor is to propose alternative wording for the resolution.

17.17 The chairperson must not grant leave to recommit a resolution for the purposes of clause 17.15(a), unless they are satisfied that the proposed alternative wording of the resolution would not alter the substance of the resolution previously adopted at the meeting.

17.18 A motion moved under clause 17.15 can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 17.15 and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

17.19 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.15.

17.20 A motion moved under clause 17.15 with the leave of the chairperson cannot be voted on unless or until it has been seconded.

18 Time limits on council meetings

18.1 Meetings of the council and committees of the council are to conclude at a time the council may from time to time determine.

18.2 If the business of the meeting is unfinished at the time the council has determined, and the council does not resolve to extend the meeting, the chairperson must either:

a. defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the council, or

b. adjourn the meeting to a time, date and place fixed by the chairperson.

18.3 Clause 18.2 does not limit the ability of the council or a committee of the council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.

18.4 Where a meeting is adjourned under clause 18.2 or 18.3, the general manager must:

a. individually notify each councillor of the time, date and place at which the meeting will reconvene, and

b. publish the time, date and place at which the meeting will reconvene on the council's website and in such other manner that the general manager is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.

19 After the meeting

Minutes of meetings

19.1 **The council is to keep full and accurate minutes of the proceedings of meetings of the council.**

Note: Clause 19.1 reflects section 375(1) of the Act.

19.2 **At a minimum, the general manager must ensure that the following matters are recorded in the council's minutes:**

a. the names of councillors attending a council meeting and whether they attended the meeting in person or by audio-visual link,

b. details of each motion moved at a council meeting and of any amendments moved to it,

c. the names of the mover and seconder of the motion or amendment,

d. whether the motion or amendment was passed or lost, and

e. such other matters specifically required under this code.

19.3 **The minutes of a council meeting must be confirmed at a subsequent meeting of the council.**

Note: Clause 19.3 reflects section 375(2) of the Act.

19.4 **Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.**

19.5 **When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.**

Note: Clause 19.5 reflects section 375(2) of the Act.

19.6 **The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.**

19.7 **The confirmed minutes of a council meeting must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.**

Access to correspondence and reports laid on the table at, or submitted to, a meeting

19.8 The council and committees of the council must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

Note: Clause 19.8 reflects section 11(1) of the Act.

19.9 Clause 19.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

Note: Clause 19.9 reflects section 11(2) of the Act.

19.10 Clause 19.8 does not apply if the council or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

Note: Clause 19.10 reflects section 11(3) of the Act.

19.11 Correspondence or reports to which clauses 19.9 and 19.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

Implementation of decisions of the council

19.12 The general manager is to implement, without undue delay, lawful decisions of the council.

Note: Clause 19.12 reflects section 335(b) of the Act.

20 Council committees

Application of this Part

20.1 This Part only applies to committees of the council whose members are all councillors.

Council committees whose members are all councillors

20.2 The council may, by resolution, establish such committees as it considers necessary.

20.3 A committee of the council is to consist of the mayor and such other councillors as are elected by the councillors or appointed by the council.

20.4 The quorum for a meeting of a committee of the council is to be:

a. such number of members as the council decides, or

b. if the council has not decided a number – a majority of the members of the committee.

Functions of committees

20.5 The council must specify the functions of each of its committees when the committee is established but may from time to time amend those functions.

Notice of committee meetings

20.6 The general manager must send to each councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:

a. the time, date and place of the meeting, and

b. the business proposed to be considered at the meeting.

20.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.

Non-members entitled to attend committee meetings

20.8 A councillor who is not a member of a committee of the council is entitled to attend, and to speak at a meeting of the committee. However, the councillor is not entitled:

a. to give notice of business for inclusion in the agenda for the meeting, or

b. to move or second a motion at the meeting, or

c. to vote at the meeting.

Chairperson and deputy chairperson of council committees

20.9 The chairperson of each committee of the council must be:

a. the mayor, or

b. if the mayor does not wish to be the chairperson of a committee, a member of the committee elected by the council, or

c. if the council does not elect such a member, a member of the committee elected by the committee.

20.10 The council may elect a member of a committee of the council as deputy chairperson of the committee. If the council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.

20.11 If neither the chairperson nor the deputy chairperson of a committee of the council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.

20.12 The chairperson is to preside at a meeting of a committee of the council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting. If neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

Procedure in committee meetings

20.13 Subject to any specific requirements of this code, each committee of the council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the council.

20.14 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the council or the committee determines otherwise in accordance with clause 20.13.

20.15 A motion at a committee of a joint organisation is taken to be lost in the event of an equality of votes.

Note: Clause 20.15 reflects section 397E of the Regulation. Joint organisations must adopt clause 20.15 and omit clause 20.14. Councils must not adopt clause 20.15.

20.16 Voting at a council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

Mayoral minutes

20.17 The provisions of this code relating to mayoral minutes also apply to meetings of committees of the council in the same way they apply to meetings of the council.

Closure of committee meetings to the public

20.18 The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the council to the public in the same way they apply to the closure of meetings of the council to the public.

20.19 If a committee of the council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended and report the resolution or recommendation to the next meeting of the council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.

20.20 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 20.19 during a part of the meeting that is livestreamed where practicable.

20.21 The general manager must cause business papers for items of business considered during a meeting, or part of a meeting, that is closed to public, to be published on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential.

20.22 The general manager must consult with the committee and any other affected persons before publishing information on the council's website under clause 20.21 and provide reasons for why the information has ceased to be confidential.

Disorder in committee meetings

20.23 The provisions of the Act, the Regulation, and this code relating to the maintenance of order in council meetings apply to meetings of committees of the council in the same way they apply to meetings of the council.

Minutes of council committee meetings

20.24 Each committee of the council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:

a. the names of councillors attending a meeting and whether they attended the meeting in person or by audio-visual link,

b. details of each motion moved at a meeting and of any amendments moved to it,

c. the names of the mover and seconder of the motion or amendment,

d. whether the motion or amendment was passed or lost, and

e. such other matters specifically required under this code.

20.25 All voting at meetings of committees of the council (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

20.26 The minutes of meetings of each committee of the council must be confirmed at a subsequent meeting of the committee.

20.27 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

20.28 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

20.29 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

20.30 The confirmed minutes of a meeting of a committee of the council must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of meetings of committees of the council on its website prior to their confirmation.

21 Irregularites

21.1 **Proceedings at a meeting of a council or a council committee are not invalidated because of:**

a. a vacancy in a civic office, or

b. a failure to give notice of the meeting to any councillor or committee member, or

c. any defect in the election or appointment of a councillor or committee member, or

d. a failure of a councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a council or committee meeting in accordance with the council's code of conduct, or

e. a failure to comply with this code.

Note: Clause 21.1 reflects section 374 of the Act.

22 Definitions

the Act	means the *Local Government Act 1993*
act of disorder	means an act of disorder as defined in clause 15.10 of this code
amendment	in relation to an original motion, means a motion moving an amendment to that motion
audio recorder	any device capable of recording speech
audio-visual link	means a facility that enables audio and visual communication between persons at different places
business day	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales
chairperson	in relation to a meeting of the council – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this code, and in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 20.9 of this code
this code	means the council's adopted code of meeting practice
committee of the council	means a committee established by the council in accordance with clause 20.2 of this code (being a committee consisting only of councillors) or the council when it has resolved itself into committee of the whole under clause 12.1
council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and any other person exercising functions on behalf of the council
day	means calendar day
division	means a request by two councillors under clause 11.7 of this code requiring the recording of the names of the councillors who voted both for and against a motion
livestream	a video broadcast of a meeting transmitted across the internet concurrently with the meeting
open voting	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means
planning decision	means a decision made in the exercise of a function of a council under the *Environmental Planning and Assessment Act 1979* including any decision relating to a development application, an environmental planning instrument, a development control plan, a planning agreement or a development contribution plan under that Act, but not including the making of an order under Division 9.3 of Part 9 of that Act
performance improvement order	means an order issued under section 438A of the Act
quorum	means the minimum number of councillors or committee members necessary to conduct a meeting
the Regulation	means the *Local Government (General) Regulation 2021*
year	means the period beginning 1 July and ending the following 30 June

Attachment 3 - Current ERC Code of Meeting Practice, January 2022



CODE OF MEETING PRACTICE

January 2022

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1 INTRODUCTION

This Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is prescribed under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation).

The Meeting Code applies to all meetings of councils and committees of councils of which all the members are councillors (committees of council). Council committees whose members include persons other than councillors may adopt their own rules for meetings unless the council determines otherwise.

Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code.

A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions. However, a code of meeting practice adopted by a council must not contain provisions that are inconsistent with the mandatory provisions of this Model Meeting Code.

A council and a committee of the council of which all the members are councillors must conduct its meetings in accordance with the code of meeting practice adopted by the council.

2 MEETING PRINCIPLES

2.1 Council and committee meetings should be:

Transparent: Decisions are made in a way that is open and accountable.

Informed: Decisions are made based on relevant, quality information.

Inclusive: Decisions respect the diverse needs and interests of the local community.

Principled: Decisions are informed by the principles prescribed under Chapter 3 of the Act.

Trusted: The community has confidence that councillors and staff act ethically and make decisions in the interests of the whole community.

Respectful: Councillors, staff and meeting attendees treat each other with respect.

Effective: Meetings are well organised, effectively run and skilfully chaired.

Orderly: Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

3 BEFORE THE MEETING

Timing of ordinary council meetings

3.1 The Council shall, by resolution, set the frequency, time, date and place of its ordinary meetings.

Note: Under section 365 of the Act, councils are required to meet at least ten (10) times each year, each time in a different month unless the Minister for Local Government has approved a reduction in the number of times that a council is required to meet each year under section 365A.

3.2 Notice of meetings will be publicly displayed on Council's website.

Extraordinary meetings

3.3 If the mayor receives a request in writing, signed by at least two (2) councillors, the mayor must call an extraordinary meeting of the council to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The mayor can be one of the two councillors requesting the meeting.

Note: Clause 3.3 reflects section 366 of the Act.

Notice to the public of council meetings

3.4 The council must give notice to the public of the time, date and place of each of its meetings, including extraordinary meetings and of each meeting of committees of the council.

Note: Clause 3.4 reflects section 9(1) of the Act.

3.5 For the purposes of clause 3.4, notice of a meeting of the council and of a committee of council is to be published before the meeting takes place. The notice must be published on the council's website, and in such other manner that the council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.

3.6 For the purposes of clause 3.4, notice of more than one (1) meeting may be given in the same notice.

Notice to councillors of ordinary council meetings

3.7 The general manager must send to each councillor, at least three (3) days before each meeting of the council, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

Note: Clause 3.7 reflects section 367(1) of the Act.

3.8 The notice and the agenda for, and the business papers relating to, the meeting may be given to councillors in electronic form, but only if all councillors have facilities to access the notice, agenda and business papers in that form.

Note: Clause 3.8 reflects section 367(3) of the Act.

Notice to councillors of extraordinary meetings

3.9 Notice of less than three (3) days may be given to councillors of an extraordinary meeting of the council in cases of emergency.

Note: Clause 3.9 reflects section 367(2) of the Act.

Giving notice of business to be considered at council meetings

3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted nine (9) business days before the meeting is to be held.

3.11 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.

3.12 If the general manager considers that a notice of motion submitted by a councillor for consideration at an ordinary meeting of the council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the general manager may prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the council.

3.13 A notice of motion for the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the notice of motion. If the notice of motion does not identify a funding source, the general manager must either:

(a) prepare a report on the availability of funds for implementing the motion if adopted for inclusion in the business papers for the meeting at which the notice of motion is to be considered by the council, or
(b) by written notice sent to all councillors with the business papers for the meeting for which the notice of motion has been submitted, defer consideration of the matter by the council to such a date specified in the notice, pending the preparation of such a report.

Questions with notice

3.14 A councillor may, by way of a notice submitted under clause 3.10, ask a question for response by the general manager about the performance or operations of the council.

3.15 A councillor is not permitted to ask a question with notice under clause 3.14 that comprises a complaint against the general manager or a member of staff of the council, or a question that implies wrongdoing by the general manager or a member of staff of the council.

3.16 The general manager or their nominee may respond to a question with notice submitted under clause 3.14 by way of a report included in the business papers for the relevant meeting of the council or orally at the meeting.

Agenda and business papers for ordinary meetings

3.17 The general manager must cause the agenda for a meeting of the council or a committee of the council to be prepared as soon as practicable before the meeting.

3.18 The general manager must ensure that the agenda for an ordinary meeting of the council states:

(a) all matters to be dealt with arising out of the proceedings of previous meetings of the council, and
(b) if the mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
(c) all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
(d) any business of which due notice has been given under clause 3.10.

3.19 Nothing in clause 3.18 limits the powers of the mayor to put a mayoral minute to a meeting under clause 9.6.

3.20 The general manager must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the general manager, the business is, or the implementation of the business would be, unlawful. The general manager must report, without giving details of the item of business, any such exclusion to the next meeting of the council.

3.21 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the general manager, is likely to take place when the meeting is closed to the public, the general manager must ensure that the agenda of the meeting:

(a) identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
(b) states the grounds under section 10A(2) of the Act relevant to the item of business.

Note: Clause 3.21 reflects section 9(2A)(a) of the Act.

3.22 The general manager must ensure that the details of any item of business which, in the opinion of the general manager, is likely to be considered when the meeting is closed to the public, are included in a business paper provided

to councillors for the meeting concerned. Such details must not be included in the business papers made available to the public and must not be disclosed by a councillor or by any other person to another person who is not authorised to have that information.

Statement of ethical obligations

3.23 Business papers for all ordinary and extraordinary meetings of the council and committees of the council must contain a statement reminding councillors of their oath or affirmation of office made under section 233A of the Act and their obligations under the council's code of conduct to disclose and appropriately manage conflicts of interest.

Availability of the agenda and business papers to the public

3.24 Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of the council and committees of council, are to be published on the council's website, and must be made available to the public for inspection, or for taking away by any person free of charge at the offices of the council, at the relevant meeting and at such other venues determined by the council.

Note: Clause 3.24 reflects section 9(2) and (4) of the Act.

3.25 Clause 3.24 does not apply to the business papers for items of business that the general manager has identified under clause 3.21 as being likely to be considered when the meeting is closed to the public.

Note: Clause 3.25 reflects section 9(2A)(b) of the Act.

3.26 For the purposes of clause 3.24, copies of agendas and business papers must be published on the council's website and made available to the public at a time that is as close as possible to the time they are available to councillors.

Note: Clause 3.26 reflects section 9(3) of the Act.

3.27 A copy of an agenda, or of an associated business paper made available under clause 3.24, may in addition be given or made available in electronic form.

Note: Clause 3.27 reflects section 9(5) of the Act.

Agenda and business papers for extraordinary meetings

3.28 The general manager must ensure that the agenda for an extraordinary meeting of the council deals only with the matters stated in the notice of the meeting.

3.29 Despite clause 3.28, business may be considered at an extraordinary meeting of the council, even though due notice of the business has not been given, 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.

3.30 A motion moved under clause 3.29(a) can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with.

3.31 Despite clauses 10.20–10.30, only the mover of a motion moved under clause 3.29(a) can speak to the motion before it is put.

3.32 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.29(b) on whether a matter is of great urgency.

Pre-meeting briefing sessions

3.33 Prior to each ordinary meeting of the council, the general manager may arrange a pre-meeting briefing session to brief councillors on business to be considered at the meeting. Pre-meeting briefing sessions may also be held for extraordinary meetings of the council and meetings of committees of the council.

3.34 Pre-meeting briefing sessions are to be held in the absence of the public.

3.35 Pre-meeting briefing sessions may be held by audio-visual link.

3.36 The general manager or a member of staff nominated by the general manager is to preside at pre-meeting briefing sessions.

3.37 Councillors must not use pre-meeting briefing sessions to debate or make preliminary decisions on items of business they are being briefed on, and any debate and decision-making must be left to the formal council or committee meeting at which the item of business is to be considered.

3.38 Councillors (including the mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of a briefing at a pre-meeting briefing session, in the same way that they are required to do so at a council or committee meeting. The council is to maintain a written record of all conflict of interest declarations made at pre-meeting briefing sessions and how the conflict of interest was managed by the councillor who made the declaration.

4 PUBLIC FORUMS

4.1 The council may hold a public forum prior to each ordinary meeting of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to extraordinary council meetings and meetings of committees of the council.

4.2 Public forums may be held by audio-visual link.

4.3 Public forums are to be chaired by the mayor or their nominee.

4.4 To speak at a public forum, a person must first make an application to the Council in the approved form. Applications to speak at the public forum must be received by 12.30pm one (1) day before the date on which the public forum is to be held, and must identify the item of business on the agenda of the Council meeting the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item.

4.5 A person may apply to speak on no more than two (2) items of business on the agenda of the Council meeting.

4.6 Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.

4.7 The general manager or their delegate may refuse an application to speak at a public forum. The general manager or their delegate must give reasons in writing for a decision to refuse an application.

4.8 No more than two (2) speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the Council meeting.

4.9 If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the general manager or their delegate may request the speakers to nominate from among themselves the persons who are to address the council on the item of business. If the speakers are not able to agree on whom to nominate to address the council, the general manager or their delegate is to determine who will address the council at the public forum.

4.10 If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the general manager or their delegate may, in consultation with the mayor or the mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the council to hear a fuller range of views on the relevant item of business.

4.11 Approved speakers at the public forum are to register with the Council any written, visual or audio material to be presented in support of their address to the Council at the public forum, and to identify any equipment needs no more than two (2) days before the public forum. The General Manager or their delegate may refuse to allow such material to be presented.

4.12 The general manager or their delegate is to determine the order of speakers at the public forum.

4.13 Each speaker will be allowed three (3) minutes to address the Council. This time is to be strictly enforced by the chairperson.

4.14 Speakers at public forums must not digress from the item on the agenda of the council meeting they have applied to address the council on. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

4.15 A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a public forum. Questions put to a speaker must be direct, succinct and without argument.

4.16 Speakers are under no obligation to answer a question put under clause 4.13. Answers by the speaker, to each question are to be limited to three (3) minutes.

4.17 Speakers at public forums cannot ask questions of the council, councillors, or council staff.

4.18 The General Manager or their nominee may, with the concurrence of the chairperson, address the Council for up to five (5) minutes in response to an address to the Council at a public forum after the address and any subsequent questions and answers have been finalised.

4.19 Where an address made at a public forum raises matters that require further consideration by council staff, the general manager may recommend that the council defer consideration of the matter pending the preparation of a further report on the matters.

4.20 When addressing the council, speakers at public forums must comply with this code and all other relevant council codes, policies, and procedures. Speakers must refrain from engaging in disorderly conduct, publicly alleging breaches of the council's code of conduct or making other potentially defamatory statements.

4.21 If the chairperson considers that a speaker at a public forum has engaged in conduct of the type referred to in clause 4.20, the chairperson may request the person to refrain from the inappropriate behaviour and to withdraw and unreservedly apologise for any inappropriate comments. Where the speaker fails to comply with the chairperson's request, the chairperson may immediately require the person to stop speaking.

4.22 Clause 4.21 does not limit the ability of the chairperson to deal with disorderly conduct by speakers at public forums in accordance with the provisions of Part 15 of this code.

4.23 Where a speaker engages in conduct of the type referred to in clause 4.20, the general manager or their delegate may refuse further applications from that person to speak at public forums for such a period as the general manager or their delegate considers appropriate.

4.24 Councillors (including the mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of an address at a public forum, in the same way that they are required to do so at a council or committee meeting. The council is to maintain a written record of all conflict of interest declarations made at public forums and how the conflict of interest was managed by the councillor who made the declaration.

Note: Public forums should not be held as part of a council or committee meeting. Council or committee meetings should be reserved for decision-making by the council or committee of council.

Where a public forum is held as part of a council or committee meeting, it must be conducted in accordance with the other requirements of this code relating to the conduct of council and committee meetings.

5 COMING TOGETHER

Attendance by councillors at meetings

5.1 All councillors must make reasonable efforts to attend meetings of the council and of committees of the council of which they are members.

Note: A councillor may not attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected or a meeting at which the councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.

5.2 A councillor cannot participate in a meeting of the council or of a committee of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.

5.3 Councillors should be aware that an apology for non-attendance is not the equivalent to the formal application of leave of absence in 5.4 below and subsequent clauses.

5.4 Where a councillor is unable to attend one or more ordinary meetings of the council, the councillor should request that the council grant them a leave of absence from those meetings. This clause does not prevent a councillor from making an apology if they are unable to attend a meeting. However, the acceptance of such an apology does not constitute the granting of a leave of absence for the purposes of this code and the Act.

5.5 A councillor's request for leave of absence from council meetings should, if practicable, identify (by date) the meetings from which the councillor intends to be absent and the grounds upon which the leave of absence is being sought.

5.6 The council must act reasonably when considering whether to grant a councillor's request for a leave of absence.

5.7 A councillor's civic office will become vacant if the councillor is absent from three (3) consecutive ordinary meetings of the council without prior leave of the council, or leave granted by the council at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.

Note: Clause 5.7 reflects section 234(1)(d) of the Act.

5.8 A councillor who intends to attend a meeting of the council despite having been granted a leave of absence should, if practicable, give the general manager at least two (2) days' notice of their intention to attend.

The quorum for a meeting

5.9 The quorum for a meeting of the council is a majority of the councillors of the council who hold office at that time and are not suspended from office.

Note: Clause 5.9 reflects section 368(1) of the Act.

5.10 Clause 5.9 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the council.

Note: Clause 5.10 reflects section 368(2) of the Act.

5.11 A meeting of the council must be adjourned if a quorum is not present:

(a) at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or
(b) within half an hour after the time designated for the holding of the meeting, or
(c) at any time during the meeting.

5.12 In either case, the meeting must be adjourned to a time, date, and place fixed:

(a) by the chairperson, or
(b) in the chairperson's absence, by the majority of the councillors present, or
(c) failing that, by the general manager.

5.13 The general manager must record in the council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the council, together with the names of the councillors present.

5.14 Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the health, safety or welfare of councillors, council staff and members of the public may be put at risk by attending the meeting because of a natural disaster or a public health emergency, the mayor may, in consultation with the general manager and, as far as is practicable, with each councillor, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on the council's website and in such other manner that the council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.

5.15 Where a meeting is cancelled under clause 5.14, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the council or at an extraordinary meeting called under clause 3.3.

Meetings held by audio-visual link

5.16 A meeting of the council or a committee of the council may be held by audio-visual link where the mayor determines that the meeting should be held by

audio-visual link because of a natural disaster or a public health emergency. The mayor may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of councillors and staff at risk. The mayor must make a determination under this clause in consultation with the general manager and, as far as is practicable, with each councillor.

5.17 Where the mayor determines under clause 5.16 that a meeting is to be held by audio-visual link, the general manager must:

(a) give written notice to all councillors that the meeting is to be held by audio-visual link, and
(b) take all reasonable steps to ensure that all councillors can participate in the meeting by audio-visual link, and
(c) cause a notice to be published on the council's website and in such other manner the general manager is satisfied will bring it to the attention of as many people as possible, advising that the meeting is to be held by audio-visual link and providing information about where members of the public may view the meeting.

5.18 This code applies to a meeting held by audio-visual link under clause 5.16 in the same way it would if the meeting was held in person.

Note: Where a council holds a meeting by audio-visual link under clause 5.16, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.

Attendance by councillors at meetings by audio-visual link

5.19 Councillors may attend and participate in meetings of the council and committees of the council by audio-visual link with the approval of the council or the relevant committee.

5.20 A request by a councillor for approval to attend a meeting by audio-visual link must be made in writing to the general manager prior to the meeting in question and must provide reasons why the councillor will be prevented from attending the meeting in person.

5.21 Councillors may request approval to attend more than one meeting by audio-visual link. Where a councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.20.

5.22 The council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a councillor to attend a meeting by audio-visual link.

5.23 A councillor who has requested approval to attend a meeting of the council or a committee of the council by audio-visual link may participate in the meeting by audio-visual link until the council or committee determines whether to approve their request and is to be taken as present at the meeting. The

councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.

5.24 A decision whether to approve a request by a councillor to attend a meeting of the council or a committee of the council by audio-visual link must be made by a resolution of the council or the committee concerned. The resolution must state:

(a) the meetings the resolution applies to, and
(b) the reason why the councillor is being permitted to attend the meetings by audio-visual link where it is on grounds other than illness, disability, or caring responsibilities.

5.25 If the council or committee refuses a councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.

5.26 A decision whether to approve a councillor's request to attend a meeting by audio-visual link is at the council's or the relevant committee's discretion. The council and committees of the council must act reasonably when considering requests by councillors to attend meetings by audio-visual link. However, the council and committees of the council are under no obligation to approve a councillor's request to attend a meeting by audio-visual link where the technical capacity does not exist to allow the councillor to attend the meeting by these means.

5.27 The council and committees of the council may refuse a councillor's request to attend a meeting by audio-visual link where the council or committee is satisfied that the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the council or a committee of the council by audio-visual link.

5.28 This code applies to a councillor attending a meeting by audio-visual link in the same way it would if the councillor was attending the meeting in person. Where a councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.

5.29 A councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.

5.30 A councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.

Entitlement of the public to attend council meetings

5.31 Everyone is entitled to attend a meeting of the council and committees of the council. The council must ensure that all meetings of the council and committees of the council are open to the public.

Note: Clause 5.31 reflects section 10(1) of the Act.

5.32 Clause 5.31 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.

5.33 A person (whether a councillor or another person) is not entitled to be present at a meeting of the council or a committee of the council if expelled from the meeting:

(a) by a resolution of the meeting, or
(b) by the person presiding at the meeting if the council has, by resolution, authorised the person presiding to exercise the power of expulsion.

Note: Clause 5.33 reflects section 10(2) of the Act.

Note: If adopted, clauses 15.14 and 15.15 confer a standing authorisation on all chairpersons of meetings of the council and committees of the council to expel persons from meetings. If adopted, clause 15.14 authorises chairpersons to expel any person, including a councillor, from a council or committee meeting. Alternatively, if adopted, clause 15.15 authorises chairpersons to expel persons other than councillors from a council or committee meeting.

Webcasting of meetings

5.34 Each meeting of the council or a committee of the council is to be recorded by means of an audio or audio-visual device.

5.35 At the start of each meeting of the council or a committee of the council, the chairperson must inform the persons attending the meeting that:

(a) the meeting is being recorded and made publicly available on the council's website, and
(b) persons attending the meeting should refrain from making any defamatory statements.

5.36 The recording of a meeting is to be made publicly available on the council's website:

(a) at the same time as the meeting is taking place, or
(b) as soon as practicable after the meeting.

5.37 The recording of a meeting is to be made publicly available on the council's website for at least 12 months after the meeting.

5.38 Clauses 5.36 and 5.37 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.

Note: Clauses 5.34 – 5.38 reflect section 236 of the Regulation.

5.39 Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.

Attendance of the general manager and other staff at meetings

5.40 The general manager is entitled to attend, but not to vote at, a meeting of the council or a meeting of a committee of the council of which all of the members are councillors.

Note: Clause 5.40 reflects section 376(1) of the Act.

5.41 The general manager is entitled to attend a meeting of any other committee of the council and may, if a member of the committee, exercise a vote.

Note: Clause 5.41 reflects section 376(2) of the Act.

5.42 The general manager may be excluded from a meeting of the council or a committee while the council or committee deals with a matter relating to the standard of performance of the general manager or the terms of employment of the general manager.

Note: Clause 5.42 reflects section 376(3) of the Act.

5.43 The attendance of other council staff at a meeting, (other than as members of the public) shall be with the approval of the general manager.

5.44 The general manager and other council staff may attend meetings of the council and committees of the council by audio-visual-link. Attendance by council staff at meetings by audio-visual link (other than as members of the public) shall be with the approval of the general manager.

6 THE CHAIRPERSON

The chairperson at meetings

6.1 The mayor, or at the request of or in the absence of the mayor, the deputy mayor (if any) presides at meetings of the council.

Note: Clause 6.1 reflects section 369(1) of the Act.

6.2 If the mayor and the deputy mayor (if any) are absent, a councillor elected to chair the meeting by the councillors present presides at a meeting of the council.

Note: Clause 6.2 reflects section 369(2) of the Act.

Election of the chairperson in the absence of the mayor and deputy mayor

6.3 If no chairperson is present at a meeting of the council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.

6.4 The election of a chairperson must be conducted:

(a) by the general manager or, in their absence, an employee of the council designated by the general manager to conduct the election, or
(b) by the person who called the meeting or a person acting on their behalf if neither the general manager nor a designated employee is present at the meeting, or if there is no general manager or designated employee.

6.5 If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.

6.6 For the purposes of clause 6.5, the person conducting the election must:

(a) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and
(b) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.

6.7 The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.

6.8 Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

Chairperson to have precedence

6.9 When the chairperson rises or speaks during a meeting of the council:

(a) any councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and
(b) every councillor present must be silent to enable the chairperson to be heard without interruption.

7 MODES OF ADDRESS

7.1 If the chairperson is the mayor, they are to be addressed as ‘Mr Mayor’ or ‘Madam Mayor’.

7.2 Where the chairperson is not the mayor, they are to be addressed as either ‘Mr Chairperson’ or ‘Madam Chairperson’.

7.3 A councillor is to be addressed as ‘Councillor [surname]’.

7.4 A council officer is to be addressed by their official designation or as Mr/Ms [surname].

8 ORDER OF BUSINESS FOR ORDINARY COUNCIL MEETINGS

8.1 The general order of business for an ordinary meeting of the Council shall be:

01 Opening meeting
02 Acknowledgement of country
03 Statement of purpose
04 Apologies and applications for a leave of absence by Councillors
05 Confirmation of minutes
06 Disclosures of interests
07 Mayoral minute(s)
08 Reports of committees
09 Reports to Council
10 Notices of motions
11 Questions with notice
12 Confidential matters
13 Conclusion of the meeting

8.2 The order of business as fixed under clause 8.1 may be altered for a particular meeting of the Council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.

Note: Councils must use either clause 8.1 or 8.2.

8.3 Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 8.2 may speak to the motion before it is put.

Note: Part 13 allows council to deal with items of business by exception.

9 CONSIDERATION OF BUSINESS AT COUNCIL MEETINGS

Business that can be dealt with at a council meeting

9.1 The council must not consider business at a meeting of the council:

(a) unless a councillor has given notice of the business, as required by clause 3.10, and
(b) unless notice of the business has been sent to the councillors in accordance with clause 3.7 in the case of an ordinary meeting or clause 3.9 in the case of an extraordinary meeting called in an emergency.

9.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:

(a) is already before, or directly relates to, a matter that is already before the council, or

(b) is the election of a chairperson to preside at the meeting, or
(c) subject to clause 9.9, is a matter or topic put to the meeting by way of a mayoral minute, or
(d) is a motion for the adoption of recommendations of a committee, including, but not limited to, a committee of the council.

9.3 Despite clause 9.1, 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.

9.4 A motion moved under clause 9.3(a) can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 9.3(a) can speak to the motion before it is put.

9.5 A motion of dissent cannot be moved against a ruling by the chairperson under clause 9.3(b).

Mayoral minutes

9.6 Subject to clause 9.9, if the mayor is the chairperson at a meeting of the council, the mayor may, by minute signed by the mayor, put to the meeting without notice any matter or topic that is within the jurisdiction of the council, or of which the council has official knowledge.

9.7 A mayoral minute, when put to a meeting, takes precedence over all business on the council's agenda for the meeting. The chairperson (but only if the chairperson is the mayor) may move the adoption of a mayoral minute without the motion being seconded.

9.8 A recommendation made in a mayoral minute put by the mayor is, so far as it is adopted by the council, a resolution of the council.

9.9 A mayoral minute must not be used to put without notice matters that are routine and not urgent or matters for which proper notice should be given because of their complexity. For the purpose of this clause, a matter will be urgent where it requires a decision by the council before the next scheduled ordinary meeting of the council.

9.10 Where a mayoral minute makes a recommendation which, if adopted, would require the expenditure of funds on works and/or services other than those already provided for in the council’s current adopted operational plan, it must identify the source of funding for the expenditure that is the subject of the recommendation. If the mayoral minute does not identify a funding source, the council must defer consideration of the matter, pending a report from the general manager on the availability of funds for implementing the recommendation if adopted.

Staff reports

9.11 A recommendation made in a staff report is, so far as it is adopted by the council, a resolution of the council.

Reports of committees of council

9.12 The recommendations of a committee of the council are, so far as they are adopted by the council, resolutions of the council.

9.13 If in a report of a committee of the council distinct recommendations are made, the council may make separate decisions on each recommendation.

Questions

9.14 A question must not be asked at a meeting of the council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.10 and 3.14.

9.15 A councillor may, through the chairperson, put a question to another councillor about a matter on the agenda.

9.16 A councillor may, through the general manager, put a question to a council employee about a matter on the agenda. Council employees are only obliged to answer a question put to them through the general manager at the direction of the general manager.

9.17 A councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to information. Where a councillor or council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the council.

9.18 Councillors must put questions directly, succinctly, respectfully and without argument.

9.19 The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a councillor or council employee.

10 RULES OF DEBATE

Motions to be seconded

10.1 Unless otherwise specified in this code, a motion or an amendment cannot be debated unless or until it has been seconded.

Notices of motion

10.2 A councillor who has submitted a notice of motion under clause 3.10 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.

10.3 If a councillor who has submitted a notice of motion under clause 3.10 wishes to withdraw it after the agenda and business paper for the meeting at which it is to be considered have been sent to councillors, the councillor may request the withdrawal of the motion when it is before the council.

10.4 In the absence of a councillor who has placed a notice of motion on the agenda for a meeting of the council:

(a) any other councillor may, with the leave of the chairperson, move the motion at the meeting, or
(b) the chairperson may defer consideration of the motion until the next meeting of the council.

Chairperson's duties with respect to motions

10.5 It is the duty of the chairperson at a meeting of the council to receive and put to the meeting any lawful motion that is brought before the meeting.

10.6 The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.

10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.

10.8 Any motion, amendment, or other matter that the chairperson has ruled out of order is taken to have been lost.

Motions requiring the expenditure of funds

10.9 A motion or an amendment to a motion which if passed would require the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the motion. If the motion does not identify a funding source, the council must defer consideration of the matter, pending a report from the general manager on the availability of funds for implementing the motion if adopted.

Amendments to motions

10.10 An amendment to a motion must be moved and seconded before it can be debated.

10.11 An amendment to a motion must relate to the matter being dealt with in the original motion before the council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.

10.12 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.

10.13 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before council at any one time.

10.14 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.

10.15 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.

10.16 An amendment may become the motion without debate or a vote where it is accepted by the councillor who moved the original motion.

Foreshadowed motions

10.17 A councillor may propose a foreshadowed motion in relation to the matter the subject of the original motion before the council, without a seconder during debate on the original motion. The foreshadowed motion is only to be considered if the original motion is lost or withdrawn and the foreshadowed motion is then moved and seconded. If the original motion is carried, the foreshadowed motion lapses.

10.18 Where an amendment has been moved and seconded, a councillor may, without a seconder, foreshadow a further amendment that they propose to move after the first amendment has been dealt with. There is no limit to the number of foreshadowed amendments that may be put before the council at any time. However, no discussion can take place on foreshadowed amendments until the previous amendment has been dealt with and the foreshadowed amendment has been moved and seconded.

10.19 Foreshadowed motions and foreshadowed amendments are to be considered in the order in which they are proposed. However, foreshadowed motions cannot be considered until all foreshadowed amendments have been dealt with.

Limitations on the number and duration of speeches

10.20 A councillor who, during a debate at a meeting of the council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.

10.21 A councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.

10.22 A councillor must not, without the consent of the council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.

10.23 Despite clause 10.22, the chairperson may permit a councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the councillor to make a statement limited to explaining the misrepresentation or misunderstanding.

10.24 Despite clause 10.22, the council may resolve to shorten the duration of speeches to expedite the consideration of business at a meeting.

10.25 Despite clauses 10.20 and 10.21, a councillor may move that a motion or an amendment be now put:

(a) if the mover of the motion or amendment has spoken in favour of it and no councillor expresses an intention to speak against it, or
(b) if at least two (2) councillors have spoken in favour of the motion or amendment and at least two (2) councillors have spoken against it.

10.26 The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.25. A seconder is not required for such a motion.

10.27 If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.20.

10.28 If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.

10.29 All councillors must be heard without interruption and all other councillors must, unless otherwise permitted under this code, remain silent while another councillor is speaking.

10.30 Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.

11 VOTING

Voting entitlements of councillors

11.1 Each councillor is entitled to one (1) vote.

Note: Clause 11.1 reflects section 370(1) of the Act.

11.2 The person presiding at a meeting of the council has, in the event of an equality of votes, a second or casting vote.

Note: Clause 11.2 reflects section 370(2) of the Act.

11.3 Where the chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

Voting at council meetings

11.4 A councillor who absents themselves during any stage of a meeting will have their departure and return recorded in the minutes.

11.5 A councillor who is present at a meeting of the council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.

11.6 If a councillor who has voted against a motion put at a council meeting so requests, the general manager must ensure that the councillor's dissenting vote is recorded in the council's minutes.

11.7 The decision of the chairperson as to the result of a vote is final unless the decision is immediately challenged and not fewer than two (2) councillors rise and call for a division.

11.8 When a division on a motion is called, the chairperson must ensure that the division takes place immediately. The general manager must ensure that the names of those who vote for the motion and those who vote against it are recorded in the council's minutes for the meeting.

11.9 When a division on a motion is called, any councillor who fails to vote will be recorded as having voted against the motion in accordance with clause 11.5 of this code.

11.10 Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system). However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot.

11.11 All voting at council meetings, (including meetings that are closed to the public), may be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

Voting on planning decisions

11.12 The general manager must keep a register containing, for each planning decision made at a meeting of the council or a council committee (including, but not limited to a committee of the council), the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.

11.13 For the purpose of maintaining the register, a division is taken to have been called whenever a motion for a planning decision is put at a meeting of the council or a council committee.

11.14 Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.

11.15 Clauses 11.12–11.14 apply also to meetings that are closed to the public.

Note: Clauses 11.12–11.15 reflect section 375A of the Act.

Note: The requirements of clause 11.12 may be satisfied by maintaining a register of the minutes of each planning decision.

12 COMMITTEE OF THE WHOLE

12.1 The council may resolve itself into a committee to consider any matter before the council.

Note: Clause 12.1 reflects section 373 of the Act.

12.2 All the provisions of this code relating to meetings of the council, so far as they are applicable, extend to and govern the proceedings of the council when in committee of the whole, except the provisions limiting the number and duration of speeches.

Note: Clauses 10.20–10.30 limit the number and duration of speeches.

12.3 The general manager or, in the absence of the general manager, an employee of the council designated by the general manager, is responsible for reporting to the council the proceedings of the committee of the whole. It is not necessary to report the proceedings in full, but any recommendations of the committee must be reported.

12.4 The council must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the council's minutes. However, the council is not taken to have adopted the report until a motion for adoption has been made and passed.

13 DEALING WITH ITEMS BY EXCEPTION

13.1 The council or a committee of council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution.

13.2 Before the council or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the chairperson must list the items of business to be adopted and ask councillors to identify any individual items of business listed by the chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on.

13.3 The council or committee must not resolve to adopt any item of business under clause 13.1 that a councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.

13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the council or committee must resolve to alter the order of business in accordance with clause 8.3.

13.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.

13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.

13.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1 in accordance with the requirements of the council's code of conduct.

14 CLOSURE OF COUNCIL MEETINGS TO THE PUBLIC

Grounds on which meetings can be closed to the public

14.1 The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:

(a) personnel matters concerning particular individuals (other than councillors),
(b) the personal hardship of any resident or ratepayer,
(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
(d) commercial information of a confidential nature that would, if disclosed:
  (i) prejudice the commercial position of the person who supplied it, or
  (ii) confer a commercial advantage on a competitor of the council, or
  (iii) reveal a trade secret,
(e) information that would, if disclosed, prejudice the maintenance of law,
(f) matters affecting the security of the council, councillors, council staff or council property,
(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
(h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
(i) alleged contraventions of the council's code of conduct.

Note: Clause 14.1 reflects section 10A(1) and (2) of the Act.

14.2 The council or a committee of the council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Note: Clause 14.2 reflects section 10A(3) of the Act.

Matters to be considered when closing meetings to the public

14.3 A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:

(a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
(b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

Note: Clause 14.3 reflects section 10B(1) of the Act.

14.4 A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:

(a) are substantial issues relating to a matter in which the council or committee is involved, and
(b) are clearly identified in the advice, and
(c) are fully discussed in that advice.

Note: Clause 14.4 reflects section 10B(2) of the Act.

14.5 If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.

Note: Clause 14.5 reflects section 10B(3) of the Act.

14.6 For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:

(a) a person may misinterpret or misunderstand the discussion, or
(b) the discussion of the matter may:
    (i) cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or
    (ii) cause a loss of confidence in the council or committee.

Note: Clause 14.6 reflects section 10B(4) of the Act.

14.7 In deciding whether part of a meeting is to be closed to the public, the council or committee concerned must consider any relevant guidelines issued by the Departmental Chief Executive of the Office of Local Government.

Note: Clause 14.7 reflects section 10B(5) of the Act.

Notice of likelihood of closure not required in urgent cases

14.8 Part of a meeting of the council, or of a committee of the council, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed, but only if:

(a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and
(b) the council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:
    (i) should not be deferred (because of the urgency of the matter), and
    (ii) should take place in a part of the meeting that is closed to the public.

Note: Clause 14.8 reflects section 10C of the Act.

Representations by members of the public

14.9 The council, or a committee of the council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

Note: Clause 14.9 reflects section 10A(4) of the Act.

14.10 A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.

14.11 Where the matter has been identified in the agenda of the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the council in the approved form. Applications must be received 12.30pm one (1) day before the meeting at which the matter is to be considered.

14.12 The general manager (or their delegate) may refuse an application made under clause 14.11. The general manager or their delegate must give reasons in writing for a decision to refuse an application.

14.13 No more than three (3)speakers are to be permitted to make representations under clause 14.9.

14.14 If more than the permitted number of speakers apply to make representations under clause 14.9, the general manager or their delegate may request the speakers to nominate from among themselves the persons who are to make representations to the council. If the speakers are not able to agree on whom to nominate to make representations under clause 14.9, the general manager or their delegate is to determine who will make representations to the council.

14.15 The general manager (or their delegate) is to determine the order of speakers.

14.16 Where the council or a committee of the council proposes to close a meeting or part of a meeting to the public in circumstances where the matter has not

been identified in the agenda for the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed to the public, the chairperson is to invite representations from the public under clause 14.9 after the motion to close the part of the meeting is moved and seconded. The chairperson is to permit no more three (3) speakers to make representations in such order as determined by the chairperson.

14.17 Each speaker will be allowed three (3) minutes to make representations, and this time limit is to be strictly enforced by the chairperson. Speakers must confine their representations to whether the meeting should be closed to the public. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

Expulsion of non-councillors from meetings closed to the public

14.18 If a meeting or part of a meeting of the council or a committee of the council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a councillor and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.

14.19 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary restrain that person from re-entering that place for the remainder of the meeting.

Obligations of councillors attending meetings by audio-visual link

14.20 Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

Information to be disclosed in resolutions closing meetings to the public

14.21 The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:

(a) the relevant provision of section 10A(2) of the Act,
(b) the matter that is to be discussed during the closed part of the meeting,
(c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Note: Clause 14.21 reflects section 10D of the Act.

Resolutions passed at closed meetings to be made public

14.22 If the council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.

14.23 Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson under clause 14.22 during a part of the meeting that is webcast.

15 KEEPING ORDER AT MEETINGS

Points of order

15.1 A councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.

15.2 A point of order cannot be made with respect to adherence to the principles contained in clause 2.1.

15.3 A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order – either by upholding it or by overruling it.

Questions of order

15.4 The chairperson, without the intervention of any other councillor, may call any councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.

15.5 A councillor who claims that another councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.

15.6 The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the council.

15.7 The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

Motions of dissent

15.8 A councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.

15.9 If a motion of dissent is passed, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given.

If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.

15.10 Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

Acts of disorder

15.11 A councillor commits an act of disorder if the councillor, at a meeting of the council or a committee of the council:

(a) contravenes the Act, the Regulation or this code, or
(b) assaults or threatens to assault another councillor or person present at the meeting, or
(c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the council or the committee, or addresses or attempts to address the council or the committee on such a motion, amendment or matter, or
(d) insults, makes unfavourable personal remarks about, or imputes improper motives to any other council official, or alleges a breach of the council's code of conduct, or
(e) says or does anything that is inconsistent with maintaining order at the meeting or is likely to bring the council or the committee into disrepute.

Note: Clause 15.11 reflects section 182 of the Regulation.

15.12 The chairperson may require a councillor:

(a) to apologise without reservation for an act of disorder referred to in clauses 15.11(a), (b), or (e), or
(b) to withdraw a motion or an amendment referred to in clause 15.11(c) and, where appropriate, to apologise without reservation, or
(c) to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.11(d) and (e).

Note: Clause 15.12 reflects section 233 of the Regulation.

How disorder at a meeting may be dealt with

15.13 If disorder occurs at a meeting of the council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair. The council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of councillors.

Expulsion from meetings

15.14 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person, including any councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act.

15.15 Where the chairperson exercises the provisions of 15.14 to expel a councillor for the purposes of section 10(2)(b) of the Act, on the motion of another councillor for councillors to resolve the matter, the affected councillor can only be expelled by resolution of the council or the committee of the council.

15.16 Clauses 15.14 and 15.15 does not limit the ability of the council or a committee of the council to resolve to expel a person, including a councillor, from a council or committee meeting, under section 10(2)(a) of the Act.

15.17 A councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for having failed to comply with a requirement under clause 15.12. The expulsion of a councillor from the meeting for that reason does not prevent any other action from being taken against the councillor for the act of disorder concerned.

Note: Clause 15.17 reflects section 233(2) of the Regulation.

15.18 A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for engaging in or having engaged in disorderly conduct at the meeting.

15.19 Where a councillor or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.

15.20 If a councillor or a member of the public fails to leave the place where a meeting of the council is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the councillor or member of the public from that place and, if necessary, restrain the councillor or member of the public from re-entering that place for the remainder of the meeting.

How disorder by councillors attending meetings by audio-visual link may be dealt with

15.21 Where a councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the councillor's audio link to the meeting for the purposes of enforcing compliance with this code.

15.22 If a councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the councillor's audio-visual link to the meeting.

Use of mobile phones and the unauthorised recording of meetings

15.23 Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.

15.24 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting

of the council or a committee of the council without the prior authorisation of the council or the committee.

15.25 Without limiting clause 15.18, a contravention of clause 15.24 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.18. Any person who contravenes or attempts to contravene clause 15.24, may be expelled from the meeting as provided for under section 10(2) of the Act.

15.26 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

16 CONFLICTS OF INTEREST

16.1 All councillors and, where applicable, all other persons, must declare and manage any conflicts of interest they may have in matters being considered at meetings of the council and committees of the council in accordance with the council's code of conduct. All declarations of conflicts of interest and how the conflict of interest was managed by the person who made the declaration must be recorded in the minutes of the meeting at which the declaration was made.

16.2 Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with the council's code of conduct. Where a councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the councillor's audio-visual link to the meeting must be suspended or terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

17 DECISIONS OF THE COUNCIL

Council decisions

17.1 A decision supported by a majority of the votes at a meeting of the council at which a quorum is present is a decision of the council.

Note: Clause 17.1 reflects section 371 of the Act in the case of councils

17.2 Decisions made by the council must be accurately recorded in the minutes of the meeting at which the decision is made.

Rescinding or altering council decisions

17.3 A resolution passed by the council may not be altered or rescinded except by a motion to that effect of which notice has been given under clause 3.10.

Note: Clause 17.3 reflects section 372(1) of the Act.

17.4 If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

Note: Clause 17.4 reflects section 372(2) of the Act.

17.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with clause 3.10.

Note: Clause 17.5 reflects section 372(3) of the Act.

17.6 A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

Note: Clause 17.6 reflects section 372(4) of the Act.

17.7 If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but in principle the same.

Note: Clause 17.7 reflects section 372(5) of the Act.

17.8 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

Note: Clause 17.8 reflects section 372(7) of the Act.

17.9 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.11 with the consent of all signatories to the notice of motion.

17.10 A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the general manager no later than two (2) business days after the meeting at which the resolution was adopted.

17.11 A motion to alter or rescind a resolution of the council may be moved on the report of a committee of the council and any such report must be recorded in the minutes of the meeting of the council.

Note: Clause 17.11 reflects section 372(6) of the Act.

17.12 Subject to clause 17.7, in cases of urgency, a motion to alter or rescind a resolution of the council may be moved at the same meeting at which the resolution was adopted, where:

(a) a notice of motion signed by three councillors is submitted to the chairperson, and

(b) a motion to have the motion considered at the meeting is passed, and
(c) the chairperson rules the business that is the subject of the motion is of great urgency on the grounds that it requires a decision by the council before the next scheduled ordinary meeting of the council.

17.13 A motion moved under clause 17.12(b) can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.12(b) can speak to the motion before it is put.

17.14 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.12(c).

Recommitting resolutions to correct an error

17.15 Despite the provisions of this Part, a councillor may, with the leave of the chairperson, move to recommit a resolution adopted at the same meeting:

(a) to correct any error, ambiguity or imprecision in the council's resolution, or
(b) to confirm the voting on the resolution.

17.16 In seeking the leave of the chairperson to move to recommit a resolution for the purposes of clause 17.15(a), the councillor is to propose alternative wording for the resolution.

17.17 The chairperson must not grant leave to recommit a resolution for the purposes of clause 17.15(a), unless they are satisfied that the proposed alternative wording of the resolution would not alter the substance of the resolution previously adopted at the meeting.

17.18 A motion moved under clause 17.15 can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.15 can speak to the motion before it is put.

17.19 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.15.

17.20 A motion moved under clause 17.15 with the leave of the chairperson cannot be voted on unless or until it has been seconded.

18 TIME LIMITS ON COUNCIL MEETINGS

18.1 Meetings of the council and committees of the council are to conclude no later than 6pm.

18.2 If the business of the meeting is unfinished at 6pm, the council or the committee may, by resolution, extend the time of the meeting.

18.3 If the business of the meeting is unfinished at 6pm, and the council does not resolve to extend the meeting, the chairperson must either:

(a) defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the council, or

(b) adjourn the meeting to a time, date and place fixed by the chairperson.

18.4 Clause 18.3 does not limit the ability of the council or a committee of the council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.

18.5 Where a meeting is adjourned under clause 18.3 or 18.4, the general manager must:

(a) individually notify each councillor of the time, date and place at which the meeting will reconvene, and
(b) publish the time, date and place at which the meeting will reconvene on the council's website and in such other manner that the general manager is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.

19 AFTER THE MEETING

Minutes of meetings

19.1 The council is to keep full and accurate minutes of the proceedings of meetings of the council.

Note: Clause 19.1 reflects section 375(1) of the Act.

19.2 At a minimum, the general manager must ensure that the following matters are recorded in the council's minutes:

(a) the names of councillors attending a council meeting and whether they attended the meeting in person or by audio-visual link,
(b) details of each motion moved at a council meeting and of any amendments moved to it,
(c) the names of the mover and seconder of the motion or amendment,
(d) whether the motion or amendment was passed or lost, and
(e) such other matters specifically required under this code.

19.3 The minutes of a council meeting must be confirmed at a subsequent meeting of the council.

Note: Clause 19.3 reflects section 375(2) of the Act.

19.4 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

19.5 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

Note: Clause 19.5 reflects section 375(2) of the Act.

19.6 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made

under this clause must not alter the substance of any decision made at the meeting.

19.7 The confirmed minutes of a council meeting must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.

Access to correspondence and reports laid on the table at, or submitted to, a meeting

19.8 The council and committees of the council must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

Note: Clause 19.8 reflects section 11(1) of the Act.

19.9 Clause 19.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

Note: Clause 19.9 reflects section 11(2) of the Act.

19.10 Clause 19.8 does not apply if the council or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

Note: Clause 19.10 reflects section 11(3) of the Act.

19.11 Correspondence or reports to which clauses 19.9 and 19.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

Implementation of decisions of the council

19.12 The general manager is to implement, without undue delay, lawful decisions of the council.

Note: Clause 19.12 reflects section 335(b) of the Act.

20 COUNCIL COMMITTEES

Application of this Part

20.1 This Part only applies to committees of the council whose members are all councillors.

Council committees whose members are all councillors

20.2 The council may, by resolution, establish such committees as it considers necessary.

20.3 A committee of the council is to consist of the mayor and such other councillors

as are elected by the councillors or appointed by the council.

20.4 The quorum for a meeting of a committee of the council is to be:

(a) such number of members as the council decides, or
(b) if the council has not decided a number – a majority of the members of the committee.

Functions of committees

20.5 The council must specify the functions of each of its committees when the committee is established but may from time to time amend those functions.

Notice of committee meetings

20.6 The general manager must send to each councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:

(a) the time, date and place of the meeting, and
(b) the business proposed to be considered at the meeting.

20.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.

Attendance at committee meetings

20.8 A committee member (other than the mayor) ceases to be a member of a committee if the committee member:

(a) has been absent from three (3) consecutive meetings of the committee without having given reasons acceptable to the committee for the member's absences, or
(b) has been absent from at least half of the meetings of the committee held during the immediately preceding year without having given to the committee acceptable reasons for the member's absences.

20.9 Clause 20.8 does not apply if all of the members of the council are members of the committee.

Non-members entitled to attend committee meetings

20.10 A councillor who is not a member of a committee of the council is entitled to attend, and to speak at a meeting of the committee. However, the councillor is not entitled:

(a) to give notice of business for inclusion in the agenda for the meeting, or
(b) to move or second a motion at the meeting, or
(c) to vote at the meeting.

Chairperson and deputy chairperson of council committees

20.11 The chairperson of each committee of the council must be:

(a) the mayor, or
(b) if the mayor does not wish to be the chairperson of a committee, a member of the committee elected by the council, or
(c) if the council does not elect such a member, a member of the committee elected by the committee.

20.12 The council may elect a member of a committee of the council as deputy chairperson of the committee. If the council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.

20.13 If neither the chairperson nor the deputy chairperson of a committee of the council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.

20.14 The chairperson is to preside at a meeting of a committee of the council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting, but if neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

Procedure in committee meetings

20.15 Subject to any specific requirements of this code, each committee of the council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the council unless the council or the committee determines otherwise in accordance with this clause.

20.16 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the council or the committee determines otherwise in accordance with clause 20.15.

20.17 NOT APPLICABLE to Councils **NB: Councils must not adopt clause 20.17.**

20.18 Voting at a council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

Closure of committee meetings to the public

20.19 The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the council to the public in the same way they apply to the closure of meetings of the council to the public.

20.20 If a committee of the council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended, and report the resolution or recommendation to the next meeting of the council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.

20.21 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 20.20 during a part of the meeting that is webcast.

Disorder in committee meetings

20.22 The provisions of the Act and this code relating to the maintenance of order in council meetings apply to meetings of committees of the council in the same way as they apply to meetings of the council.

Minutes of council committee meetings

20.23 Each committee of the council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:

(a) the names of councillors attending a meeting and whether they attended the meeting in person or by audio-visual link,
(b) details of each motion moved at a meeting and of any amendments moved to it,
(c) the names of the mover and seconder of the motion or amendment,
(d) whether the motion or amendment was passed or lost, and
(e) such other matters specifically required under this code.

20.24 All voting at meetings of committees of the council (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

20.25 The minutes of meetings of each committee of the council must be confirmed at a subsequent meeting of the committee.

20.26 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

20.27 When the minutes have been confirmed, they are to be signed by the person presiding at that subsequent meeting.

20.28 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

20.29 The confirmed minutes of a meeting of a committee of the council must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of meetings of committees of the council on its website prior to their confirmation.

21 IRREGULARITES

21.1 Proceedings at a meeting of a council or a council committee are not invalidated because of:

(a) a vacancy in a civic office, or
(b) a failure to give notice of the meeting to any councillor or committee member, or
(c) any defect in the election or appointment of a councillor or committee member, or
(d) a failure of a councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a council or committee meeting in accordance with the council's code of conduct, or
(e) a failure to comply with this code.

Note: Clause 21.1 reflects section 374 of the Act.

22 DEFINITIONS

the Act	means the *Local Government Act 1993*
act of disorder	means an act of disorder as defined in clause 15.11 of this code
amendment	in relation to an original motion, means a motion moving an amendment to that motion
audio recorder	any device capable of recording speech
audio-visual link	means a facility that enables audio and visual communication between persons at different places
business day	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales
chairperson	in relation to a meeting of the council – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this code, and in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 20.11 of this code
this code	means the council's adopted code of meeting practice
committee of the council	means a committee established by the council in accordance with clause 20.2 of this code (being a committee consisting only of councillors) or the council when it has resolved itself into committee of the whole under clause 12.1
council official	has the same meaning it has in the Model Code of Conduct for Local Councils in NSW
day	means calendar day
division	means a request by two councillors under clause 11.7 of this code requiring the recording of the names of the councillors who voted both for and against a motion
foreshadowed amendment	means a proposed amendment foreshadowed by a councillor under clause 10.18 of this code during debate on the first amendment
foreshadowed motion	means a motion foreshadowed by a councillor under clause 10.17 of this code during debate on an original motion
open voting	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means
planning decision	means a decision made in the exercise of a function of a council under the *Environmental Planning and Assessment Act 1979* including any decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but

	not including the making of an order under Division 9.3 of Part 9 of that Act
performance improvement order	means an order issued under section 438A of the Act
quorum	means the minimum number of councillors or committee members necessary to conduct a meeting
the Regulation	means the *Local Government (General) Regulation 2021*
webcast	a video or audio broadcast of a meeting transmitted across the internet either concurrently with the meeting or at a later time
year	means the period beginning 1 July and ending the following 30 June

11.7. DRAFT POLICY - TEMPORARY TRADE OF WATER

Author: Director Infrastructure

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council:

1. Endorses the draft Temporary Trade of Water policy included in Attachment 1 to this report,
2. Place the endorsed draft Temporary Trade of Water policy on public exhibition for a period of no less than 28 days and invite comments from the public regarding the draft policy, and
3. If no comments are received, adopt the draft Temporary Trade of Water policy.

COMMUNITY STRATEGIC PLAN

2. Natural environments: Respected and healthy natural environments

2.1 Water Policy

BACKGROUND

Council currently holds high security town supply water entitlements of 5,500 ML/year for the Deniliquin Twon Water Supply system, however, uses less than this amount for the supply of water to the town. Council has been advised that it may temporarily trade these water entitlements in any one water year subject to meeting various state government requirements. This may provide Council with an additional revenue source.

PROPOSAL/DISCUSSION

Current License

Council currently holds water entitlements for the Deniliquin Water Supply System of 5,500 ML per year under the NSW Murray and Lower Darling Regulated Rivers Water Sharing Plan 2016. Other information related to this license includes. This is a special purpose, local water utility entitlement. A review of the licence conditions has noted that there is nothing in the licence that would prohibit Council from temporarily trading part of its water allocation.

Historical Use

Council's historical usage of water from this licence is shown in the table below.

Area of Use	Yearly Amount	Comment
Town Water Supply	3,050 ML	Highest yearly use at over the past five years at the Water Treatment Plant + 10% allowance for parks and reserves where water is supplied directly from the river (Memorial Park and Edward River Oval)
Transfer to Community Groups	250 ML	Golf Club, 200 ML, and Racecourse, 50ML.

Area of Use	Yearly Amount	Comment
Total	3,300 ML	

It is noted that Council's historical water usage is less than the 5,500 ML per year.

Water Trading Rules

As a water access licence holder, Council may make an application to WaterNSW to trade water entitlements from its water licence to another water licence. The only additional rule relevant to Council, as a Local Water Utility, is that the trade of water is not permitted if: *'The reduction of water allocations credited to the utility's water access licence would put at risk the utility's capacity to provide sufficient water supplies to all of the NSW towns the utility supplies with water.'*

In summary, Council is able to transfer water entitlements and allocations but only in such situations where the Council can clearly show that any such trade will not impact water security. The Department of Planning, Industry and Environment (DPIE) is responsible for assessing applications from Local Water Utilities for the trading of water allocations. Included in Attachment 1 to this report is a Fact Sheet from DPIE that provides information regarding what is involved. The Fact Sheet notes that Council, in making an application, needs to address the following points:

- Councils are not to permanently trade water entitlements,
- That long term extraction of water from the relevant water access licence is below the maximum allowable under the relevant licence,
- Consideration has been given to the climate outlook and its likely impact on usage and water extraction, and
- A safety margin is included in calculations. The DPIE Facts Sheet includes recommended safety margins for councils to use.

Temporary Trade of Water Policy

To assist Council in managing its water entitlements and, if relevant, temporarily trade water entitlements, Council staff have prepared a draft policy for endorsement by Council. This policy is consistent with the guidelines provided by DPIE and will be supported by an operational procedure and template forms to assist Council staff with the implementation of the policy. A copy of the operational procedures and supporting documents are included in Attachment 3 to this report.

Example Calculation for Temporary Trading of Water

Included in Attachment 4 to this report is an example calculation, based on the draft policy and the nominal water usage discussed previously in this report.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

Water trading activities undertaken by Council will need to comply with all relevant legislation, including those related to Water Sharing Plans. Council staff recommend, should Council proceed with water trading, that expert advice from qualified and experienced professionals be sought to ensure that Council meets its legal responsibilities regarding this matter.

6.2 Financial

The temporary trading of water allocations may provide Council with an additional revenue source into the Water Fund. These funds would be available to undertake the provision of services or capital works related to the water supply system.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

1. Draft Temporary Trade Water Policy,
2. NSW Government Trading Water Allocations Factsheet for Local Water Utilities,
3. Draft Operational Procedures for Temporary Trade of Water, and
4. Example Calculation for Water Trading of the Deniliquin Town Water Supply License.

Attachment 1 - POL-UTI-011

POLICY OBJECTIVE

Edward River Council, as a designated local water utility under the Local Government Act 1993, holds high security town water supply entitlements and general security water entitlements for the benefit of the community in the Edward River Council local government area. Council may participate in the temporary trade of surplus water entitlements in accordance with relevant regulations and guidelines.

The objective of this policy is to enable Council to temporarily trade water from its entitlements on behalf of the community to maximise returns whilst minimising risks related to the reduction in available water for use by the community.

SCOPE

This policy applies to Council's high security town water entitlements and any investment water entitlements that Council may hold.

For the avoidance of doubt, this Policy does not apply:

- To the permanent trade of any water entitlements, including high security town water supply,
- If Council determines that there is a deficit in water allocations, or
- To general security water allocations related to facilities and open space, including reserves and recreation grounds.

COMPLIANCE REQUIREMENTS

Legislation	Regulations	Codes, Plans or Strategies
Local Government Act 1993	Local Government (General) Regulation 2021	Water Supply Asset Management Plan
Water Management Act 2000	Access Licence Dealing Principles Order 2004	
	Certificates of Title for Water Entitlements issued under the Water Management Act	
	Water Sharing Plans	
	Water Management (General) Regulation 2025	
	Water Management (Water Supply Authorities) Regulation 2025	

POLICY STATEMENT

Conditions to Permit the Temporary Trade of Water

Temporary trade of water entitlements is permitted under the following conditions:

- Surplus water identified via forecast demand, actual usage, and safety margin,
- Trades comply with relevant legislation and plans,
- Approval from the Department where required, and
- All trades are properly recorded and reported.

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Procedure for the Temporary Trade of Water
Any temporary trade of water entitlements must be undertaken in accordance with Council's relevant operational procedure.

Determination of Surplus Water
Determination of surplus water entitlements eligible for trading will be in accordance with the 'Trading Water Allocations - Fact sheet for local water utilities' (published by NSW Department of Planning, Industry and Environment Publication 19/615).

A copy of this publication will be included in the operational procedure.

Approval for the Temporary Trading of Water Entitlements
Approval for the temporary trading of water entitlements shall be in accordance with the table below:

Estimated Value of Trade	Approval
$0 to $249,999	Written approval by the Chief Executive Officer
$250,000 and above	Resolution of Council in accordance with section 55 of the Local Government Act

Brokerage Services and Professional Advice Regarding Temporary Trades
Council will engage a professional water brokerage service to undertake the temporary trade of water entitlements on behalf of Council. Any such services will be engaged in accordance with Council's Procurement Policy.

Recording and Reporting
Documentation in relation to water entitlements and water allocations, including water trades and communications with providers of brokerage services, are to be appropriately recorded in Council's financial records and reconciled on a monthly basis, where relevant.

At the end of each four month period through the financial year, being July to October, November to February and March to June, the following information will be reported to Council:

- Opening and closing water allocation volumes for each water entitlement,
- Volumes of any temporary trades undertaken during the period,
- Recommended safety margin volumes,
- Surplus water volume and market value as at the end of the reporting period.

ROLES AND DELEGATED AUTHORITY

Authority for implementation of this policy is delegated by Council to the Chief Executive Officer subject to:

1. The provisions of this policy.
2. Section 55 of the Local Government Act 1993, whereby Council must invite tenders before entering into a contract for $250K or above (including GST), unless Council has passed a resolution to enter into a contract without going to tender.

Any other officer's delegated authority under this policy is required to be recorded and acknowledged in writing.

Finance and Water Service Teams will be responsible for assessing surplus water, managing trades and maintaining records.

RISK ASSESSMENT

Risk Category	Risk Description	Likelihood	Impact
Governance	Trade executed without proper delegation or Council resolution	Medium	High
Financial	Miscalculation of surplus water leading to over-trading	Medium	High
Regulatory Compliance	Breach of Access Licence Dealing Principles or Local Government Act	Low	High
Operational	Delay in trade execution due to incomplete documentation or approvals	High	Medium
Reputational	Perception of unethical trading or conflict of interest	Low	Medium
Environmental	Trade impacts local water availability or ecosystem health	Low	High
Record Keeping	Inadequate documentation of trade decisions and transactions	Medium	Medium

ASSOCIATED POLICIES AND PROCEDURES

Policy	Procedure
Procurement Policy	Temporary Trade of Water Entitlements
Investment Policy	

DEFINITIONS AND ACRONYMS

Term	Definition
ERC	Is Edward River Council
General Security Water Entitlement	Water Allocation category described under the Water Management Act 2000. Has lowest priority regarding water entitlements and is most impacted by dry climate outlook and lack of available water in the system.
High Security Water Entitlement	Water Allocation category described under the Water Management Act 2000. Has the second highest priority (behind stock and domestic) and generally achieves at least 95% of the prescribed volume in any Water Year.
Permanent Trade	is the permanent transfer, termination and surrender of Water Entitlements.
Recommended Safety Margin	is the amount of Town Supply Water Allocation retained by Council above the predicted Water Demand for the Water Year. It depends on the length of time remaining for the Water Year and the climate outlook for the

	current Water Year and the following Water Year. Council's current Recommended Safety Margin is set out at Appendix One.
Surplus Water	applies only to Town Water and for a particular Water Year is the sum of the Water Allocation for the Town Water Entitlement less any Temporary Trade of Town Water less forecast Water Demand less the Recommended Safety Margin.
Temporary Trade	is the trading of Water Allocation from one Water Entitlement to another Water Entitlement and may include the leasing of Investment Water
Town Water Entitlement	Water Allocation category described under the Water Management Act 2000. Has the second highest priority (behind stock and domestic) and generally achieves at least 95% of the prescribed volume in any Water Year. These entitlements are granted to Council as a local water utility. Under NSW Water Transfer Rules, Council is not permitted to lease or permanently transfer these entitlements.
Water Allocation	is described under the Water Entitlements Contract between NSW Water and Council. Water Allocations are credited to Water Entitlement holders by NSW Water based on the amount of water available for extraction as advised by DPE - Water and the type of Water Entitlement.
Water Entitlement	is described under the Water Entitlements Contract between NSW Water and Council. Water Entitlements represent a right, according to type of entitlement to a Water Allocation.
Water Demand	applies only to Town Water for a particular Water Year and is Council's forecast. Water Usage plus the Recommended Safety Margin.
Water Usage	applies only to Town Water and is made up of the Town Water already drawn from NSW Water to date (actual usage) and the remaining amount that Council predicts it draw from NSW Water for the remainder of the Water Year.
Water Year	is the period from 1 July each year until 30 June the following year. Water Allocations usually commence on 1 July and continue to be credited to Water Entitlement holders during the Water Year.

SUPPORTING DOCUMENTATION

Document Reference	Document Description
POL-UTI-011-SD1	Certificate of Title
POL-UTI-011-SD2	NSW Water Statement of Conditions
POL-UTI-011-SD3	NSW Government Trading Water Allocations Factsheet for Local Water Utilities
POL-UTI-011-SD4	NSW Government Trading Water Allocations form for local water utilities to provide additional information

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POLICY DOCUMENT CONTROL TABLE

Policy #	POL-UTI-011	Policy Title	Temporary Trade of Water
Policy Owner	Manager Utilities		
Policy Type	Operational	Approval Type	Council

Version Control					
Version Number	Modified by (position)	Modifications made	Date modified, approved or adopted	Council Minute Number	Status
1	Director Infrastructure	Draft for review by Council			Choose an item.
					Choose an item.
					Choose an item.
					Choose an item.

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Attachment 2 - Trading water allocations - Factsheet for local water utilities

Trading water allocations

Fact sheet for local water utilities

Water allocation trading by local water utilities

Application requirements and the assessment process

In NSW, a water access licence is required to take water from a water source, such as a river, lake or aquifer.

A water access licence permits the licence holder to take the volume of water allocated to the licence in accordance with the licence conditions.

Water allocations are credited to water access licences on 1 July each year,[1] based on the amount of water available for extraction in the water source and each licence's share in the available water.

Water access licence holders, including local water utilities, can make an application to WaterNSW to trade water allocations from their water access licence to another water access licence.

These applications are granted subject to rules in the *Water Management Act 2000*, the Access Licence Dealing Principles Order 2004 and water sharing plans.

Rules for trading water allocations

There are general rules that apply to every applicant. The purpose of these rules is to avoid or minimise effects from the trade of water allocations on other water users and the environment.

There is also a specific rule that applies to local water utilities. Its purpose is to ensure the utility retains sufficient water allocations to meet demand by all NSW towns that the utility supplies with water.

The Department of Planning, Industry and Environment assesses compliance with these specific rules for local water utilities during the application process. If any of the rules do not permit the trade then the department advises WaterNSW not to grant the application.

Rule for local water utilities to trade water allocations

The trade of water allocations by a local water utility is not permitted if:

- the reduction of water allocations credited to the utility's water access licence would put at risk the utility's capacity to provide sufficient water supplies to all of the NSW towns the utility supplies with water.[2]

This rule does not replace local water utilities' responsibility for managing their water allocations to ensure they can meet demand by the NSW towns they supply with water.

Application of this rule

This rule applies to applications to trade of water allocations from the following categories of access licences:

- local water utility access licences
- access licences with the subcategory 'town water supply'.

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[1] Water access licences in regulated water sources may also be credited with additional water allocations during the year, depending on water availability.
[2] Access Licence Dealing Principles Order 2004, clause 17(5) and clause 19(5).

Trading water allocations

Fact sheet for local water utilities

Assessment of this rule

WaterNSW refers the application to the department for specialist advice about whether the trade is permitted.

The department considers the following factors when assessing this rule:

1. purpose of the trade

   For example, whether the utility commonly has surplus water allocations, or manages water availability and demand by transferring water allocations between its access licences.

2. whether the trade is consistent with the following plans in any integrated water cycle management strategy applying to the NSW towns that the utility provides with water supplies:
   - demand management planning
   - drought contingency and emergency response plan

3. whether the utility has retained sufficient water allocations to meet projected demand for water by the NSW towns that the utility provides with water supplies until the next water allocations are made.

   Considerations include:
   - historic maximum annual extraction under the licence
   - history of total annual extractions under the licence
   - total extraction under the licence for the current year since 1 July
   - predicted water demand for the remainder of the current year to 1 July
   - climate outlook (in hotter and drier conditions, water demand may be higher)
   - safety margin above predicted water demand.

Climate outlook

For information about the climate outlook, visit:

- our department's website. Go to www.industry.nsw.gov.au/water > Allocations and availability > Allocations > Water allocation statements
- Bureau of Meteorology. Go to www.bom.gov.au > Climate > Climate outlooks and monitoring.

Safety margin

The department recommends utilities retain more water allocations than the predicted water demand until 1 July to provide a safety margin. The recommended safety margin depends on:

- length of time remaining until 1 July when new water allocations are credited—for a longer time, we recommend a larger safety margin
- climate outlook until 1 July when new water allocations are credited—for hotter and drier conditions, we recommend a larger safety margin.

Table 1 shows the department's recommended safety margins. Applicants may propose using a different safety margin, and should provide reasons to support their proposal.

Trading water allocations

Fact sheet for local water utilities

Table 1. Recommended safety margin for retained water allocations as a percentage of predicted water demand for the remainder of the water year

Date application is made	Jul–Oct	Nov–Feb	Mar–Jun
Recommended safety margin	50%	40%	25%

Application and information requirements

All applicants need to complete WaterNSW's application form.

When the application is to trade water allocations from a local water utility access licence or an access licence with the subcategory 'town water supply', the applicant should also provide additional information to help the department assess if the trade is permitted under the specific rule for local water utilities.

Applicants can provide this additional information by completing the department's form *Additional information for application to assign (trade) water allocations by local water utilities*. To download a copy of this form, go to www.industry.nsw.gov.au/water > Licensing & trade > Trade.

Providing this additional information with your application form helps the department assess your application more quickly.

Who to contact for help

For help with lodging an application form to trade water allocations, contact WaterNSW.

Call 1300 662 077 during business hours
Email Customer.Helpdesk@waternsw.com.au

For help with providing additional information using the department's form, contact us.

Call (02) 9338 6600 during business hours
Complete our online form: www.industry.nsw.gov.au/contact-us-email

© State of New South Wales through Department of Planning, Industry and Environment 2020. The information contained in this publication is based on knowledge and understanding at the time of writing (January 2020). However, because of advances in knowledge, users are reminded of the need to ensure that the information upon which they rely is up to date and to check the currency of the information with the appropriate officer of the Department of Planning, Industry and Environment or the user's independent adviser.

Attachment 3 - OPP-UTI-011

Edward River COUNCIL

OPERATIONAL PROCEDURE
011: Temporary Trade of Water

Contents

1. Overarching Framework of Procedure 1
1.1 Context and Considerations 1
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3. Frequency / Timeline / Service Level Agreement 1
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3.2 Determining Water Usage 1
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4.6 Recording and Reporting 3
5. Responsibilities/Roles 4
6. Non Adherence 4
7. Supporting Documentation 5

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1. Overarching Framework of Procedure

1.1 Context and Considerations

In preparing this operational procedure, the Council Officer has considered all legislation, regulations, codes, plans, strategies and associated Council Policies and Operational Procedures as outlined in the overarching documentation (Strategy, Plan, Framework, Policy, etc) that this procedure relates to. These considerations will ensure that the procedure does not result in conflicting decision making or inconsistent outcomes for our community.

2. Introduction to Procedure

2.1 Town Water

As a Water Utility, Council is permitted to engage in Temporary Trade of Town Water Allocations with the approval of DPE – Water.

3. Frequency / Timeline / Service Level Agreement

3.1 How does Council Determine its Water Demand

Council determines its Water Demand for the Water Year on a monthly basis with reference to:

- Historical, actual and forecast Water Usage based on NSW Water's and Council's records and scenarios developed using Council's records and if the climate outlook is for a Dry Year or a Wet Year.
- The Recommended Safety Margin.

3.2 Determining Water Usage

Actual Usage: Confirmed monthly using Murray Irrigation Limited (MIL) and Council records.

Forecast Usage: Calculated using:

- Actual usage to date.
- Predicted usage (historic records, climate outlook).
- Recommended Safety Margin.

Forecasts are reviewed monthly by the Water team.

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3.3 How does Council determine if it has Surplus Water

Council determines its Surplus Water for the Water Year on a monthly basis with reference to:

- Water Allocations published by DPE – Water.
- Temporary Trades undertaken by Council for the Water Year based on Council's and Water NSW Records.
- Water Demand.
- The Recommended Safety Margin.

Surplus Water applies only to Town Water, and for a particular Water Year. It is the sum of the Water Allocation for the Town Water Entitlement less any Temporary Trade of Town Water less forecast Water Usage less the Recommended Safety Margin.

4. Process

4.1 Council has determined it has Surplus Water

Council has determined that Surplus Water may be sold for the purpose of generating additional income, subject to the following, and other requirements in accordance with this Policy:

- Town residential and commercial customers and services and sporting facilities and parks have priority.
- The water is offered for Temporary Trade to enterprises within the NSW Water in the first instance.
- Conducted in accordance with this procedure and procurement rules

4.2 How are Temporary Trades of Surplus Water Approved

The Chief Executive Officer (or delegate) will consult with the Director Infrastructure to confirm the volume of Surplus Water before any sale (see how does Council determine if it has Surplus Water).

Sales of Surplus Water must be approved by the Chief Executive Officer (or delegate) and the Director Infrastructure.

The Director Corporate Services may act as an alternate in the absence of the Director Infrastructure.

In accordance with section 55 of the Act, Council must invite tenders before entering into a contract for $250K, or above (including GST) for the Temporary Trade of Surplus Water, unless Council has passed a resolution to enter into a contract without going to tender.

4.3 How are Temporary Trades of Investment Water Allocations Managed

Given that Council has adequate Town Water to meet its Water Demands for the foreseeable future Council has determined that Investment Water Allocations can be traded by way of Temporary Trade.

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4.4 How are Temporary Trades of Investment Water Allocations Approved

Sales of Investment Water Allocations must be approved by the Chief Executive Officer (or delegate) and the Director Corporate Services.

The Director Infrastructure may act as an alternate in the absence of the Director Corporate Services or the Chief Executive Manager.

In accordance with section 55 of the Act, Council must invite tenders before entering into a contract for $250K, or above (including GST) for the Temporary Trade of Surplus Water, unless Council has passed a resolution to enter into a contract without going to tender.

4.5 Brokerage Services and Professional Advice Regarding Temporary Trades

Officers may seek advice from persons that they believe to be suitably qualified and independent and to not have any actual or potential conflict of interest.

The providers of brokerage services will be appointed in accordance with Council's Procurement Policy and Local Preference Policy.

4.6 Recording and Reporting

Documentary evidence must be held for each Water Entitlement and the relevant Water Allocation. Details thereof must be maintained in the Investment Register. The maintenance of the Investment Register is the responsibility of the Finance Department.

The documentary evidence must evidence Council's legal title to the Water Entitlement and the value of the Water Allocation for each reporting period. Confirmation of all Water Entitlements is to be obtained each year end as part of the annual audit process.

Documentation in relation to Water Entitlements and Water Allocations, including Water Trades and communications with providers of brokerage services, are to be appropriately recorded in Council's financial records and reconciled on a monthly basis, where relevant.

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As a minimum the monthly Investment Report to Council shall include the following for Water Entitlements and Water Allocations for the current Water Year along with any changes during the month:

- Opening and closing Water Allocation volumes for each type of Water Entitlement.
- Temporary Trade volumes and values during the month and if advice was sought and any commissions or other benefits paid in relation to the sale.
- The Recommended Safety Margin volume.
- Surplus Water volume and market value for each type of Water Entitlement as at the date of the report.
- Comparison to performance benchmarks provided by at least two water brokers for trades in the NSW.
- Any trades for, or in excess of $250K (including GST) will be separately identified.

5. Responsibilities/Roles

- Chief Executive Officer Overall responsibility, approval of trades.
- Director Infrastructure: Confirm surplus volumes, approve trades.
- Director Corporate: Approvals for investment water trades; alternate for operations.
- Finance Department: Maintain Investment Register, reconcile records, report monthly.
- Water Team: Calculate demand, usage, surplus, and safety margins.

6. Non Adherence

Failure to adhere to the Temporary Trade of Water Allocation Policy undermines Council's governance and financial sustainability objectives.

Non-compliance—such as trading water allocations without proper assessment of surplus status, bypassing delegated authority, or neglecting required approvals from DPE – Water—can result in mismanagement of public resources, breach of legislative obligations under the Local Government Act 1993, and potential conflicts of interest.

It also compromises transparency and accountability in water trading activities, potentially exposing Council to reputational risk and financial loss.

Robust systems and controls are essential to ensure that all temporary trades are conducted ethically, prudently, and in accordance with the policy's procedures and supporting legislation.

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7. Supporting Documentation

Document Identification	Description of document
POL-UTI-011	Temporary Trade of Water Policy
OPP-UTI-011-SD1	Recommended Safety Margins
OPP-UTI-011-SD2	Example Calculation for Water Trading of the Deniliquin Town Water Supply License
OPP-UTI-011-SD3	Temporary Trade of Water Allocation - Monthly Checklist
OPP-UTI-011-SD4	Monthly Water Allocation Trade Process Flowchart

OPERATIONAL PROCEDURE DOCUMENT CONTROL TABLE

Procedure Title	Temporary Trade of Water				
Overarching Policy #	POL-UTI-011		Policy Title	Temporary Trade of Water Allocation	
Procedure Owner	Manager Utilities				
Version Control					
Version Number	Modified by (position)	Modifications made	Date modified	Modifications Approved by	Change Communicated
1		Procedure Created			

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Attachment 4 - OPP-UTI-011-SD2

EXAMPLE CALCULATION FOR WATER TRADING OFF THE DENILIQUIN TOWN WATER SUPPLY LICENSE

Item	Description	Units	End of Trading Period			Comments
			October	February	June	
A	Water License Volume	ML	5,500	4,650	3,820	Volume in license drops as water is traded. = (A)-(H) for previous month
B	Water usage to date at End of Trade Period	ML	600	2,000	3,300	Estimated water use up to end of period, based on historical use.
C	Anticipated use for year	ML	3,300	3,300	3,300	Estimated water use for whole of year, based on historical use.
D	Remaining Amount to be Used at End of Trading Period	ML	2,700	1,300	0	= (C) – (B)
E	Safety Margin		50%	40%	25%	As specified by DCCEEW.
F	Calculated Amount Still to be Used	ML	4,050	1,820	0	= (D) x (1+(E))
G	Total Anticipated Usage	ML	4,650	3,820	3,300	= (B) + (F)
H	Water available for trading	ML	850	830	520	= (A) – (G)
	Indicative Unit price based on 2024/25 figures		$120	$150	$180	Pricing for temporary trade in Murray River Regulated Zone
	Indicative Value based on 2024/25 figures		$102,000	$124,500	$93,600	= (H) x (I)
K	New water license volume after trading to go into next trade period	ML	4,650	3,820	3,300	= (A) – (H)
	Summary					
	Water License Volume	ML	5,500			
	Total Water Used	ML	3,300			
	Total Water Traded	ML	2,200			Maximum amount tradable
	Total Remaining in License	ML	0			
	Total Value of Water Traded		$320,100			Based on indicative pricing and ability to trade all available water of entitlement.

11.8. EDWARD RIVER 2050 - FAST TRACK FOR GROWTH

Author: Manager Community & Economy

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council endorse the *Edward River 2050 - Fast Track for Growth* Strategy as the guiding framework for the long-term growth and development of the Edward River region.

COMMUNITY STRATEGIC PLAN

1. Communities: Caring, healthy, connect, inclusive communities

1.1 Ageing

1.3 Arts and Culture

1.4 Accessibility and Inclusion

1.5 Early through to Adult Education

1.6 Health

1.7 Housing

1.8 Sport

2. Natural environments: Respected and healthy natural environments

2.1 Water Policy

3. Built Environment: Liveable Built Environments

3.1 Infrastructure

3.2 Road network, and footpaths, cycleways (active transport)

3.3 Public Space and Community Facilities (including sports)

3.5 Digital Connectivity

4. Economy: Strong, Diverse and Sustainable

4.1 Agriculture and Industry Value - add sector development

4.2 Workforce and Jobs

4.3 Business Development, Promotion and Entrepreneurship

4.4 Activated CBD

4.5 Land Use Planning

4.6 Tourism and Visitor Economy

4.7 Transport Networks

5. Leadership: Accountable Civic Leaders

5.1 Shared Vision

5.3 Inter-governmental Collaboration

5.5 Communication and Engagement

BACKGROUND

The *Edward River 2050 - Fast Track for Growth* Strategy has been developed to guide Council's work in planning, prioritising, and delivering projects that will shape the Edward River region over the next 25 years. It sets out a vision, strategic priorities, and specific initiatives that provide a practical framework for Council decision-making, advocacy, and investment.

The project commenced in mid-2023, when Council identified the need for a long-term growth framework to address housing demand, infrastructure planning, and economic diversification. The work was informed by the Sefton Report (2023), which highlighted the need for place-based planning, stronger investment readiness, and more proactive regional advocacy.

A Steering Committee was established to guide the development of the Strategy, including representation from Councillors, Council staff, and key industry and community stakeholders. The Committee provided input at critical stages, reviewed draft priorities, and ensured the Strategy reflected both community aspirations and government/industry requirements.

Since its commencement, the Strategy has been shaped through a staged process of consultation and research. Initial Councillor workshops and targeted engagement with government agencies and industry leaders began in late 2023. Broader community consultation followed throughout 2024, including surveys, focus groups, and local forums. In 2025, with the commencement of the new Council term, further consultation was undertaken to provide opportunities for the current Councillors to contribute input and refine priorities.

The Strategy is a foundation document that identifies the infrastructure, housing, community, and economic development projects Council will pursue to deliver tangible outcomes for the community. These projects will also provide the basis for future tools such as an investment prospectus or promotional campaigns aimed at attracting business, residents, and funding partners. While it is not intended to be a glossy marketing document in itself, it establishes the pipeline of initiatives that will underpin and enable sustainable growth.

The Strategy has been informed by robust research, benchmarking, and extensive engagement with community, government, and industry stakeholders. It provides the roadmap to ensure Council's work delivers real outcomes for the community, while positioning the region to secure investment and manage growth sustainably.

PROPOSAL/DISCUSSION

Endorsement of the *Edward River 2050 - Fast Track for Growth* Strategy will enable Council staff to begin progressing identified projects and embedding them into the Integrated Planning and Reporting framework.

Implementation of the Strategy will be staged and considered through Council's annual budget process. Projects will be assessed and resourced on a year-by-year basis in line with Council's adopted budgets, ensuring that delivery is responsible, affordable, and sustainable. Where possible, Council will also leverage the Strategy to pursue external funding and partnerships to accelerate delivery.

Having an endorsed Strategy in place will strengthen Council's advocacy efforts, as it demonstrates that priorities are evidence-based, community-driven, and formally endorsed by Council. By endorsing the Strategy, Council is committing to a program of work that delivers tangible outcomes for the community while creating the enabling conditions for future investment, business attraction, and population growth.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

The *Edward River 2050 - Fast Track for Growth* Strategy aligns with Council's obligations under the Local Government Act 1993 (NSW) to provide sound strategic planning, support the community's social and economic wellbeing, and ensure sustainable development.

6.2 Financial

The development of the Strategy has been delivered within the current 2024/25 Operational Plan and budget.

Implementation of the Strategy will be staged and delivered in line with Council's adopted budgets.

Funding sources will include

-
- Council's annual capital works and operational budgets (as endorsed each year).
- State and Federal grant programs.
- Partnerships with regional organisations, industry, and community groups.
- Other investment opportunities and community benefit programs that align with Council priorities.

6.3 Community Engagement/Consultation

Extensive community engagement was undertaken during the research and development phase of the Strategy to ensure that the identified projects reflect community priorities.

6.4 Work Health and Safety

There are no direct Work Health and Safety risks associated with the adoption of the Strategy.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

Edward River 2050 Detailed Strategy

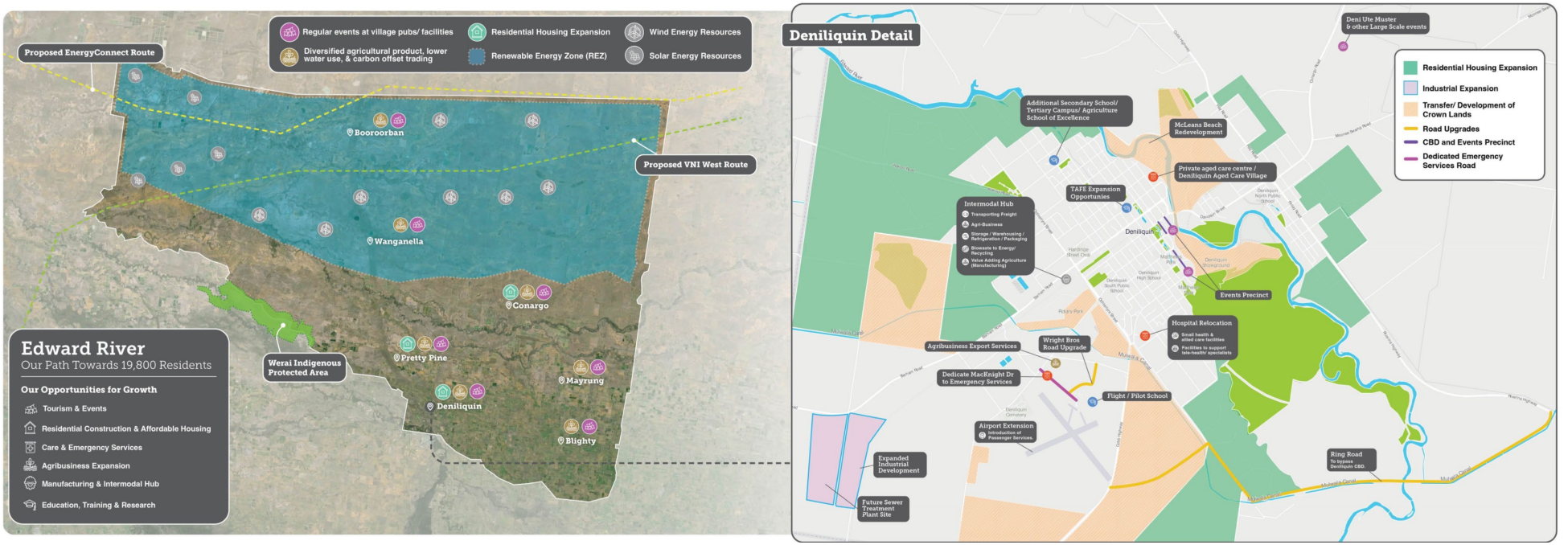
Attachment 1 - Edward River 2050 Detailed Strategy - Final



Edward River 2050

Fast Track for Growth

Edward River
COUNCIL


Regular events at village pubs/ facilities
Residential Housing Expansion
Wind Energy Resources
Diversified agricultural product, lower water use, & carbon offset trading
Renewable Energy Zone (REZ)
Solar Energy Resources
Proposed EnergyConnect Route
Proposed VNI West Route
Booroorban
Wanganella
Conargo
Pretty Pine
Mayrung
Deniliquin
Blighty
Werai Indigenous Protected Area
Edward River
Our Path Towards 19,800 Residents
Our Opportunities for Growth
Tourism & Events
Residential Construction & Affordable Housing
Care & Emergency Services
Agribusiness Expansion
Manufacturing & Intermodal Hub
Education, Training & Research
Deniliquin Detail
Deni Ute Muster & other Large Scale events
Residential Housing Expansion
Industrial Expansion
Transfer/ Development of Crown Lands
Road Upgrades
CBD and Events Precinct
Dedicated Emergency Services Road
Additional Secondary School/ Tertiary Campus/ Agriculture School of Excellence
McLeans Beach Redevelopment
Private aged care centre / Deniliquin Aged Care Village
TAFE Expansion Opportunities
Intermodal Hub
Transporting Freight
Agri-Business
Storage / Warehousing / Refrigeration / Packaging
Biowaste to Energy/ Recycling
Value Adding Agriculture (Manufacturing)
Deniliquin
Events Precinct
Hospital Relocation
Small health & allied care facilities
Facilities to support tele-health/ specialists
Agribusiness Export Services
Wright Bros Road Upgrade
Dedicate MacKnight Dr to Emergency Services
Flight / Pilot School
Airport Extension
Introduction of Passenger Services.
Expanded Industrial Development
Future Sewer Treatment Plant Site
Ring Road
To bypass Deniliquin cbd.

Message From Mayor

It is with great pride that I present *Edward River Growth Strategy 2050*, a long-term vision designed to guide the future prosperity of our community. This document reflects the aspirations voiced through the *Our Region, Your Say* consultation and provides Council with a clear pathway to arrest projected population decline, stimulate economic development, and safeguard the liveability of our towns and villages.

Our vision is ambitious: by 2050, Edward River will be a thriving, dynamic region that attracts new residents, supports diverse industries, and offers opportunities for all. The strategy identifies six priority areas for investment - agribusiness, tourism and events, housing, care and emergency services, manufacturing and logistics, and education and research.

These pillars will guide the growth of our region in a staged and sustainable manner.

Success will require strong partnerships between Council, all levels of government, industry, and our Edward River community. I invite you to engage with this strategy and play a part in shaping the future of Edward River. Together, we can ensure our region grows and prospers for generations to come.

Cr Ashley Hall
Mayor of Edward River Council





Acknowledgement of Country

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

Our Healing Journey

Edward River Council recognises the ongoing need for healing across our local community and is committed to working together to address unresolved issues and pay respect to our shared history. We will work closely with local First Nations members to develop and implement a framework/ plan for the healing journey and welcome all opportunities for input and to collaborate on this initiative.



Celebrating Our Cultural Heritage

Kawir & Kuthun

"Kawir & Kuthun" is the first book published in Wamba Wamba / Wemba Wemba by the Deniliquin community.

It was created by the community in Deniliquin and illustrated by local Indigenous children. The book was created as part of the Deniliquin Indigenous Language Project in 2018.

Production of 'Kawir & Kuthun' was funded by a grant from the Indigenous Languages and Arts Program Australian Government Department of Communication and the Arts.

Contents

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Starting Point	16 - 33
Vision	34 - 43
Opportunities & Enablers	44 - 57
Implementation	58 – 86

Background



About Edward River

Our Region

Nestled at the heart of Edward River lies Deniliquin, a vibrant hub surrounded by six rural villages – Blighty, Booroorban, Conargo, Mayrung, Pretty Pine, and Wanganella. We are strategically positioned in the South-West Riverina, with highways seamlessly linking us to Melbourne, Canberra, Adelaide, and Sydney. Our economic vitality thrives on the pillars of agriculture, tourism, and population servicing sectors, offering a rich tapestry of opportunities for businesses to flourish. Despite our modest population of approximately 8,500 residents, our community stands united, embodying traits of cohesion, support, and inclusivity. We acknowledge the need for growth and we eagerly welcome fresh ventures and investments. As we look forward, we are committed to preserving our economy and enhancing our liveability, understanding that sustaining growth is essential for our collective future.

Our Commitment

Embracing a visionary approach, Edward River Council is steadfast in its commitment to transformative growth, investing in our region's diverse people, places, services, and key industries. The journey towards a vibrant future requires not just Council's dedication, but also the unwavering support of the community, local businesses, and State and Federal Government to ensure no one is left behind. Together, through collaboration and collective action, we can foster population growth, expand housing options, activate new industries, create sustainable employment opportunities, and stimulate economic activity, shaping a future filled with promise and possibility for generations to come.

Building Our Success Story

In our pursuit of transformative growth, we are not only dedicated to realising and delivering on our region's potential but also showcasing our region as a beacon of success for small rural communities nation-wide. Our experience and learnings through this transformative growth program will serve as a compelling case study, inspiring similar regions to embrace bold visions for their future and realise the boundless potential of place-based regional development. This endeavor is not just about shaping the trajectory of Edward River's growth but also about empowering other small communities to chart their own paths towards sustainable prosperity and resilience.



Edward River 2050

A Strategic Roadmap

Edward River 2050 provides a strategic roadmap for achieving sustainable growth in Edward River. Edward River 2050 considers where are we now, where we want to be, how will we get there, and how we will know when we have arrived.

To accomplish our growth target, we must be proactive and responsive to opportunities for growth. New industries and significant investment must be attracted to the region, at the same time, the liveability and lifestyle of the region must also be retained. Together, we can pave the way for a thriving future for our region, by establishing solid foundations, leveraging competitive advantages, embracing new opportunities, being flexible, proactive and innovative with planning and infrastructure, and remaining receptive to transformational ideas.

Informed By The Community

Edward River 2050 was developed through a process involving rigorous background research/ analysis and an extensive stakeholder consultation campaign. Background research/ analysis included reviewing socio-economic data, literature and strategic documentation, planning considerations, and case studies to understand the strengths, challenges, and opportunities for the region.

Local community/ business consultation formed the cornerstone of Edward River 2050, incorporating valuable insights from community members, local businesses, regional and industry leaders, through one-on-one discussions, workshops, and an online community and business survey. The prioritisation of local input in Edward River 2050 reflects Council's commitment to open, inclusive, and collaborative governance.

Starting Point

- Desktop Research/ Data Analysis
- Stakeholder Engagement

Vision

- Vision Statement
- Guiding Principles
- Targets

Opportunities & Enablers

- Opportunities
- Council's Role
- Partners

Implementation

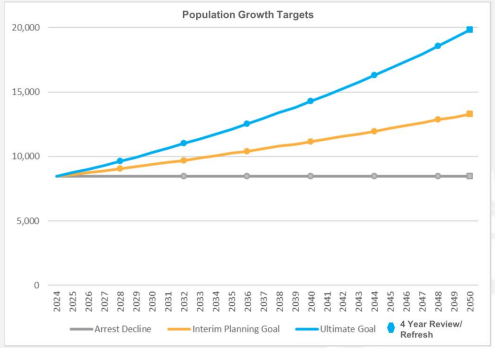
- Implementation Planning
- Implementation Monitoring/ Reporting

Our Growth Targets

Our future holds an ambitious growth path that, if achieved, will fundamentally change the future for our region. Our growth targets are to:

- First and foremost, arrest the population decline to maintain **8,500 residents**.
- Set the platform to support growth to around **13,300 residents** (interim goal).
- Invest in and deliver growth to reach around **19,800 residents** (ultimate goal).

Now is the time to reset our growth expectations and structure for the region.



Note: This growth is indicative (only) of the growth path that will need to be realised to achieve the interim planning and ultimate goal by 2050. The primary goal is to arrest the projected population decline. Population growth above the baseline scenario should be considered a successful outcome from proactive action. It is not important exactly when each of the goals is achieved, but that they are the focus of conscious action and are achieved in a timely manner.

Realising Growth Together

Edward River 2050 has not yet been funded. Realising growth will, therefore, require a collaborative effort from the following partners to see success in arresting the population decline:

- **Community:** To pursue a growth scenario (Scenario 3 of the Long-Term Financial Plan), continued community contribution is required to enhance liveability.
- **Key Stakeholders:** Ongoing support from community and industry groups will be required to deliver the initiatives outlined in Edward River 2050.
- **Council:** Council will continue to invest in our internal resourcing to plan, investigate, enable, and advocate for funding.
- **State/ Federal Bodies:** Successful implementation of Edward River 2050 will rely on grants and funding commitments from State/ Federal Bodies for infrastructure and investment attraction programs.

These partner agencies will ensure that we can deliver upon the actions, initiatives, plans, ideas and vision that we collectively have for our future. Key partners we will collaborate closely with include:

Local Communities

Murray Regional Tourism

Regional Development Australia Murray NSW

Regional Organisations

Australian Government

Consultants

RAMJO Riverina & Murray Joint Organisation

Private Enterprise (Local and External)

La Trobe University

Regional Australia Institute

RGA Ricegrowers' Assoc. of Australia Inc.

Destination Riverina Murray NSW

NSW Farmers

NSW Government Department of Primary Industries

NSW Government

Charles Sturt University

NSW Government TAFE NSW

Our Integrated Planning Framework

The NSW State Government's Integrated Planning and Reporting (IP&R) legislation sets clear requirements for all local governments to lead the development of long-term plans for their communities. The IP&R framework ensures that local planning and reporting is informed, relevant, and responsive to community needs.

Edward River 2050 will be delivered, monitored, and reported upon within the IP&R framework.

Implementation

At an operational level, Edward River 2050 will be:

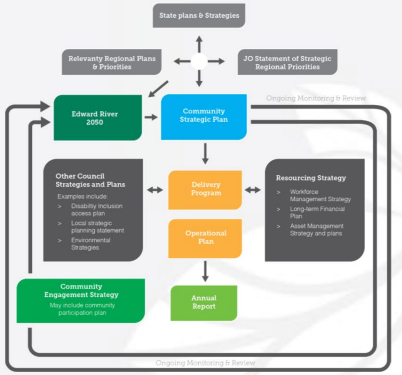
- Resourced as per Council's **Annual Budget** and **Ten-Year Resourcing Strategy** as well as by our State and Federal funding partners.
- Implemented through Council's **4-Year Delivery Program** and each **Annual Operational Plan**, which outlines the activities and actions that are the responsibility of Council in achieving our shared vision.

These operational documents will be updated in line with IP&R requirements (every four years) and support the delivery of Edward River 2050.

Monitoring & Reporting

To monitor our progress, we will incorporate updates on *Edward River 2050 – Fast Track For Growth* to our existing progress reporting in the:

- 6 Monthly Delivery Program Progress Report
- Council's Annual Report.



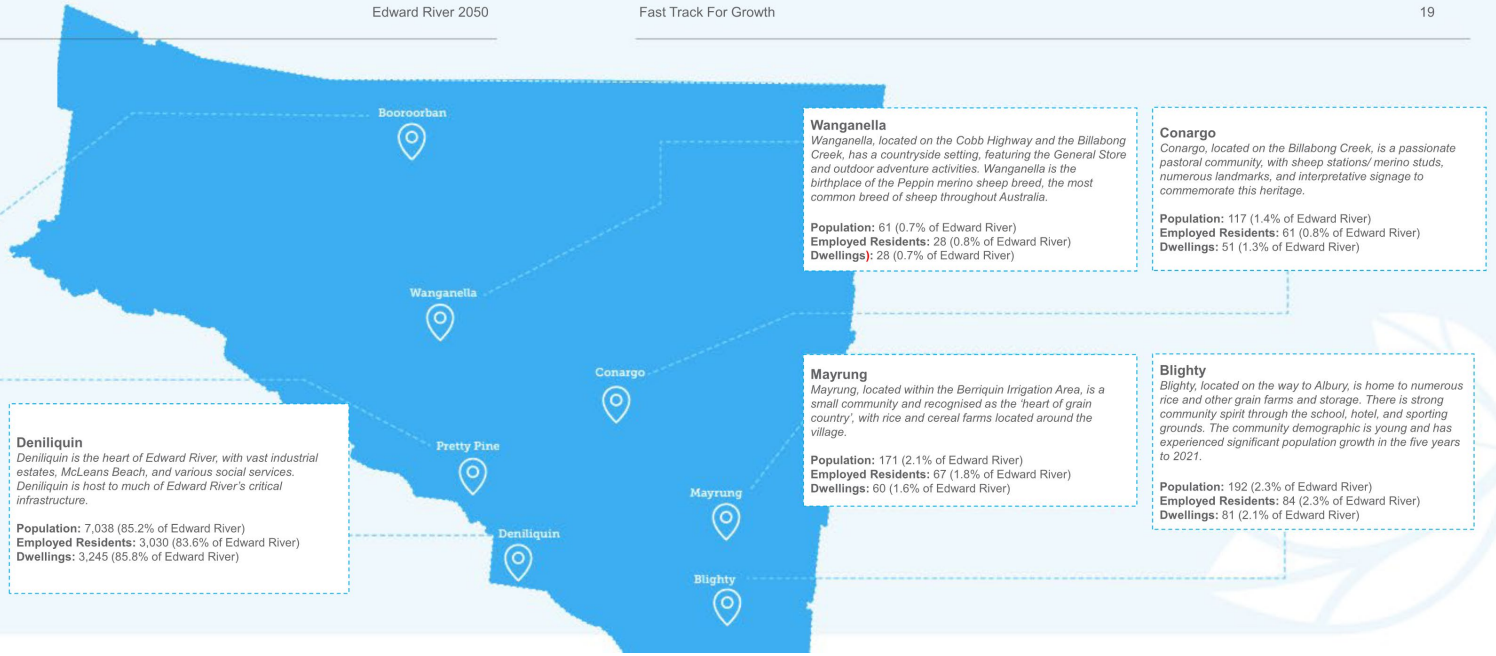
Starting Point

Starting Point



Starting Point

Our Townships & Villages



Booroorban
Booroorban, located on the Cobb Highway in the Hay plains, is the smallest community and features a campground, farm stays, a hotel, and stories of the Headless Horseman.

Population: 36 (0.4% of Edward River)
Employed Residents: 22 (0.6% of Edward River)
Dwellings: 24 (0.6% of Edward River)

Wanganella
Wanganella, located on the Cobb Highway and the Billabong Creek, has a countryside setting, featuring the General Store and outdoor adventure activities. Wanganella is the birthplace of the Peppin merino sheep breed, the most common breed of sheep throughout Australia.

Population: 61 (0.7% of Edward River)
Employed Residents: 28 (0.8% of Edward River)
Dwellings): 28 (0.7% of Edward River)

Conargo
Conargo, located on the Billabong Creek, is a passionate pastoral community, with sheep stations/ merino studs, numerous landmarks, and interpretative signage to commemorate this heritage.

Population: 117 (1.4% of Edward River)
Employed Residents: 61 (0.8% of Edward River)
Dwellings: 51 (1.3% of Edward River)

Pretty Pine
Pretty Pine is a small close-knit community, mixing a rich colonial history with recreation grounds and modern events to appeal to all residents and visitors.

Population: 59 (0.7% of Edward River)
Employed Residents: 38 (1.0% of Edward River)
Dwellings: 25 (0.7% of Edward River)

Deniliquin
Deniliquin is the heart of Edward River, with vast industrial estates, McLeans Beach, and various social services. Deniliquin is host to much of Edward River's critical infrastructure.

Population: 7,038 (85.2% of Edward River)
Employed Residents: 3,030 (83.6% of Edward River)
Dwellings: 3,245 (85.8% of Edward River)

Mayrung
Mayrung, located within the Berriquin Irrigation Area, is a small community and recognised as the 'heart of grain country', with rice and cereal farms located around the village.

Population: 171 (2.1% of Edward River)
Employed Residents: 67 (1.8% of Edward River)
Dwellings: 60 (1.6% of Edward River)

Blighty
Blighty, located on the way to Albury, is home to numerous rice and other grain farms and storage. There is strong community spirit through the school, hotel, and sporting grounds. The community demographic is young and has experienced significant population growth in the five years to 2021.

Population: 192 (2.3% of Edward River)
Employed Residents: 84 (2.3% of Edward River)
Dwellings: 81 (2.1% of Edward River)

Notes:
- 588 residents (7.1% of Edward River) live outside the townships and villages.
- Totals will not sum to the total residents presented later in the strategy, due to different data availability/ sources.

Data sourced from: ABS (2021) Census of Population and Housing.

Our Community

Starting Point

PEOPLE

8,500 Residents
Avg. change per annum
Edward River: -0.8%
NSW: 1.1%

43.5 Yrs
NSW: 39.4 Yrs

Youth: 17.8%
Working Age: 57.3%
Elderly: 24.9%

EDUCATION

39.4%
High School Completion
NSW: 61.0%

45.7%
Non-School Qualification
NSW: 52.4%

CULTURAL DIVERSITY

93.7%
Born in Australia
NSW: 69.1%

5.2%
ATSI Representation
NSW: 3.6%

HOUSEHOLDS

71.5%
Home Ownership
NSW: 64.7%

$900/ Wk
Avg. Household Income
NSW: $1,070/ Wk

1.6 Rooms
Avg. Underutilised Bedrooms per Household
NSW: 1.2 rooms

11.4% of Renters
In Social Housing
NSW: 12.5%

5.7% pa Growth
In Homelessness
NSW: 2.4% pa

$330,000
Median House Price
NSW: $1,020,000

939.3
SEIFA Score
(Index of Relative Socio-Economic Advantage & Disadvantage)
Australia: 1,000

Note: All data presented in this document is the latest data as of August 2025. Numbers may not add due to rounding.
Data sourced from:
- ABS (2021). Census of Population and Housing
- ABS (2023). SEIFA
- ABS (2025). Estimated Resident Population
- Dept. of Communities and Justice, 2025. Housing Rent and Sales



Starting Point

COMMUNITY CONTEXT

Skills in key industries: Edward River has a strong concentration of workers and skills in several key industries, including health, water services, agriculture, and manufacturing. This indicates a high degree of specialisation, which can be leveraged for future growth.

First Nations: There is a rich cultural presence of the Wamba Wamba/ Perrepa Perrepa Peoples in Edward River, with around one in twenty of our residents identifying as Aboriginal or Torres Strait Islander. Our First Nations residents contribute to our local workforce and economy as well as our heritage/ cultural offering for residents and visitors.

Need to enhance the Southern Gateway to town: Improvements to southern entrance of Deniliquin are required to enhance the public realm, which will attract visitors, industry, and residents.

Natural environment, parks, and community spaces/ activities: Edward River is endowed with numerous rivers, canals, and bushland, which provides a varied natural environment. There are also numerous parks and community spaces throughout the region that facilitate community activities, including the Deni Ute Muster in Deniliquin, among others.

Strong demand for services from elderly and youth cohorts: Edward River has the opportunity to further develop housing, retail and entertainment, health care, and social services catered towards older Australians, as well as early childcare (diverse offerings) for younger families attracted to the region. Services such as early childcare will support workforce participation and attraction outcomes, as well as educational outcomes (increased high school completion and post school education rates) for youth. Services catered towards older residents may support retention of the older population as well as potential attraction of new elderly residents.

High quality recreational infrastructure: Edward River has an abundance of high quality recreational and sporting infrastructure across the region, with river access for boating, multiple sports grounds, active and passive recreational opportunities, and community recreational grounds in most of the villages.

Regional lifestyle: Edward River possesses an idyllic lifestyle, with people living out the Australian Dream of home ownership, vast natural landscapes, and small-town charm.

Opportunity to enhance local education and career pathways: Edward River has the opportunity to improve local education pathways to boost secondary and tertiary education participation, supporting growth in professional industries and retaining residents that want to attain higher education.

Health services: On a per capita basis, when compared to the surrounding regions, Edward River has a proportionately high level of access to healthcare services, with a hospital, various clinics and health centres, and aged care centres providing the region with an abundance of services, ranging from speech pathology to dental services, general practitioners to specialists, and many more. Edward River's aged care centres support the strong demand for services from elderly residents.

Lower cost of living: Housing in Edward River is relatively more affordable than in metropolitan regions.

Australian dream is alive: The lower cost of housing in Edward River results in a higher proportion of residents owning their own home, compared to New South Wales, and a lower mortgage stress rate, indicating the 'Australian Dream' is still alive in Edward River. This may attract residents in major urban centres, who are experiencing significant housing affordability issues, to undergo a 'treechange'. Rates in Edward River are comparatively higher than similar regions, though the rating effort[1] is lower, indicating there is opportunity for the community to further contribute to whole of region growth. In 2024, 152 properties were sold in Edward River at a median price of $330,000 in the December quarter .

Need for investment in utilities infrastructure: There is a need to invest in utilities infrastructure to support further population growth, particularly in sewage treatment, water and waste management, and energy transmission.

Strong provision of emergency services: Deniliquin has a strong presence of local and regional level emergency service facilities, primarily located near the airport. These services include Mid Murray RFS, Deniliquin Police Station, SES, NSW fire and rescue, volunteer rescue, and the Deniliquin Hospital.

Potential to integrate sustainability practices into infrastructure/ services: Edward River has the opportunity to integrate green/ sustainable practices into infrastructure and services, such as green public transport and waste recovery.

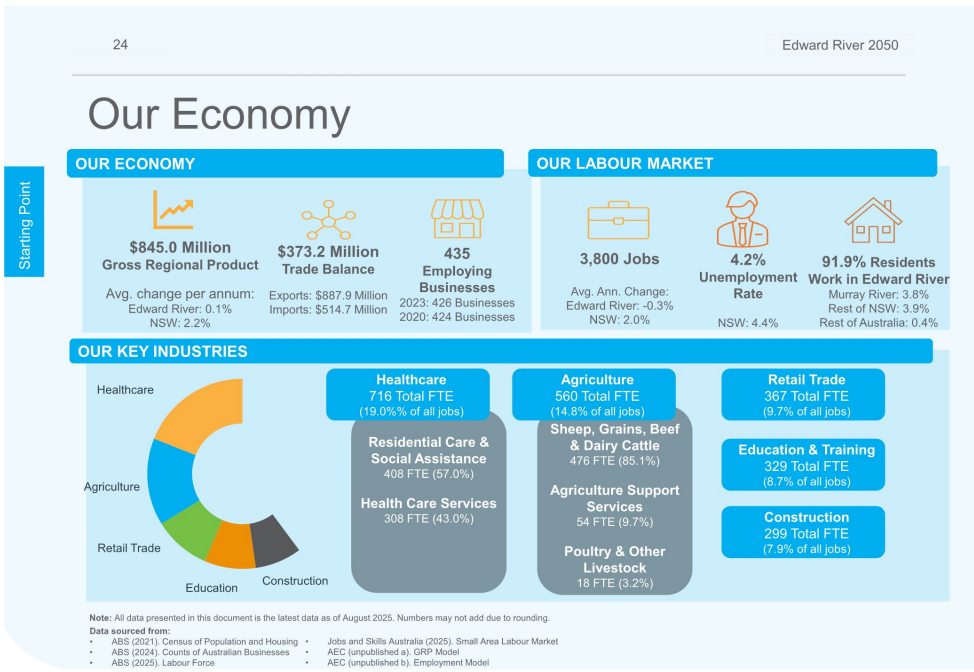
Opportunity to reposition the town to face the river: The location of Deniliquin on the Edward River – Kolety – can be leveraged to reposition the town to face the river, maximising its attractiveness and liveability as a charming and picturesque waterfront destination.

Need for maintenance of Edward River – Kolety's – health: Continued health issues, such as erosion, in the Edward River – Kolety – will need to be monitored to ensure that our growth does not come at the expense of our river.

Opportunity to expand affordable rental and housing options: Edward River has the opportunity to expand the diversity, affordability, quantity and quality of housing options across the region.

Diverse community, with an inclusive attitude: Edward River is committed to supporting people that are experiencing extreme challenges (e.g. homelessness or poverty), ensuring that no one is left behind in our growth journey. In the 2021 Census, it was estimated that 0.33% of the Edward River population (28 people) were homeless, in comparison to 0.43% of the population of NSW more broadly.

[1] Rating Effort refers to the burden of rate payments on residential properties relative to household income.


24
Edward River 2050
Our Economy
Starting Point
OUR ECONOMY
$845.0 Million
Gross Regional Product
Avg. change per annum:
Edward River: 0.1%
NSW: 2.2%
$373.2 Million
Trade Balance
Exports: $887.9 Million
Imports: $514.7 Million
435
Employing Businesses
2023: 426 Businesses
2020: 424 Businesses
OUR LABOUR MARKET
3,800 Jobs
Avg. Ann. Change:
Edward River: -0.3%
NSW: 2.0%
4.2%
Unemployment Rate
NSW: 4.4%
91.9% Residents Work in Edward River
Murray River: 3.8%
Rest of NSW: 3.9%
Rest of Australia: 0.4%
OUR KEY INDUSTRIES
Healthcare
Agriculture
Retail Trade
Education
Construction
Healthcare
716 Total FTE
(19.0%% of all jobs)
Residential Care & Social Assistance
408 FTE (57.0%)
Health Care Services
308 FTE (43.0%)
Agriculture
560 Total FTE
(14.8% of all jobs)
Sheep, Grains, Beef & Dairy Cattle
476 FTE (85.1%)
Agriculture Support Services
54 FTE (9.7%)
Poultry & Other Livestock
18 FTE (3.2%)
Retail Trade
367 Total FTE
(9.7% of all jobs)
Education & Training
329 Total FTE
(8.7% of all jobs)
Construction
299 Total FTE
(7.9% of all jobs)
Note: All data presented in this document is the latest data as of August 2025. Numbers may not add due to rounding.
Data sourced from:
ABS (2021). Census of Population and Housing
ABS (2024). Counts of Australian Businesses
ABS (2025). Labour Force
Jobs and Skills Australia (2025). Small Area Labour Market
AEC (unpublished a). GRP Model
AEC (unpublished b). Employment Model


OVERSIZE
4475 I-F

Starting Point

ECONOMIC CONTEXT

Potential for substantial economic growth: Edward River has experienced subdued economic growth over the last few decades. Edward River 2050 presents an opportunity to reverse this trend and realise a step change in the economic growth path.

Vast productive agricultural lands, with agricultural and horticultural diversity: Edward River's economy is founded on a robust agriculture and horticulture sector (sheep, rice, grain, and cattle), which has withstood recent droughts and floods. In addition to primary agriculture, the region also contains various facilities for the transport and processing of agricultural goods (such as GrainCorp and SunRice). Opportunities exist to realise the existing carbon offset value of the region.

Need to increase efficiency in water usage: Changes to water ownership across the Murray Basin presents a need to support increased water use efficiency in Edward River.

Strategic location: Edward River is located near a major internal freight route for Australia, with the Deniliquin airport, the Moama rail line, the Cobb Highway (north-south) and Riverina Highway (east-west), and connections to the Newell Highway through the Riverina Highway.

Strong industrial base: Edward River has a strong industrial base in South Deniliquin, which includes a variety of companies from the agriculture, manufacturing, construction, transport, and emergency services industries. Deniliquin has an abundant supply of zoned industrial land that can support future growth.

Interest in upskilling residents or attracting residents with high/ suitable skillsets: Local businesses have an interest in supporting the upskilling of residents or the attraction of new residents to adapt to an everchanging economy, supporting the future economic development and stability of the region.

Supportive Council: Edward River Council is supportive of the socio-economic development and growth of the region.

Opportunity to expand infrastructure and development throughout the region: Whilst the majority of population growth will be accommodated in Deniliquin, there is potential to expand infrastructure and development into the more rural areas of the region.

A diverse economy: Edward River possesses an economy with relatively high economic diversity, with significant economic contribution from health, agriculture, retail, education and construction. Furthermore, there is a strong skills match across these diverse industries, with high levels of self-containment reported for the community.

Need to increase flood mitigation infrastructure, services, and strategies: Edward River is on a floodplain, with most of the land being flat. There is a need to increase flood mitigation infrastructure and services, as well as strategies to enable further economic activation.

Land for residential development: Edward River has an abundance of available land for development, with a variety of lot sizes to attract people to the region.

Supportive environment for growth of the local residential construction sector: There is an opportunity to support the expansion of both on-site and prefabricated residential construction businesses in the region, supporting the local economy and providing housing for new residents. Particular considerations should be made regarding improving housing availability and meeting the requirements of young families, the elderly, and NDIS recipients. Current limitations on the low-voltage electricity capacity to support residential construction may hinder the opportunity.

Endowed with natural resources supporting green energy potential: Edward River is endowed with ample natural resources, which present opportunities for renewable energy projects (e.g. wind or solar) particularly in the in the South West Renewable Energy Zone (REZ) in the northern part of the region.

Opportunity to leverage the airport: The proximity of Deniliquin Airport to the town and key transport infrastructure can be leveraged to expand economic activity in the region, particularly in transport and warehousing, agricultural products, and tourism.

Opportunity to further protect and increase local biodiversity: Given its significant and diverse local biodiversity, Edward River has an opportunity to further protect and expand existing sensitive biodiversity/ vegetation areas.

Regionally strong provision of services: Edward River possesses a more diversified economy than surrounding Councils, with the service sector contributing a larger share of economic activity, particularly in health care and water services.

Potential to develop Crown Lands: There is considerable Crown Land in Edward River, which can be developed to support economic diversification and resident attraction. Private public partnerships may form a possible solution to utilising this land.

Readiness to address climate concerns: Edward River can support several avenues of climate readiness and strengthening, including flood mitigation strategies (as previously identified), drought mitigation strategies, renewable energy generation and consumption, urban greening, and lifestyle changes.

Opportunity to expand retail offerings: There is an opportunity to expand the retail offering within Edward River by attracting larger retailers and extending opening hours. This would increase vibrancy in the town and may support attraction and retention of residents.


28
Edward River 2050
Our Tourism & Visitor Economy
Starting Point
Visitors
223,500 Visitors
NSW: 101.1 million
3.1 nights Avg. Length of Visitor Stay
NSW: 5.3 nights
Visitor Spend
$265/ Night Average Domestic Overnight Visitor Spend
$80/ Trip Average Daytrip Visitor Spend
Top Activities Undertaken
Eat out / dine at a restaurant and/or café
Pubs, clubs, discos etc
Visit friends & relatives
Sightseeing/looking around
Visit museums or art galleries
0% 5% 10% 15% 20%
Purpose of Visit
Visiting friends and relatives
Holiday
Business
Other reason
0% 10% 20% 30% 40%
Domestic Visitor Place of Residence
Sydney
Melbourne
Outback Queensland
Macedon
Bendigo Loddon
0% 4% 8% 12% 16% 20%
Note: All data presented in this document is the latest data as of August 2025. This tourism and visitor economy data reflects the 2023-24 financial year, as the latest year with complete data. Numbers may not add due to rounding.
Data sourced from:
TRA (2025). Daytrips
TRA (2025). Domestic Overnight Trips
TRA (2025). International Trips


YWD·687

Starting Point

TOURISM & VISITOR ECONOMY CONTEXT

Opportunity to develop a greater variety of accommodation options: Edward River can develop a greater variety of accommodation options that appeal to a wide range of tourists, including farm stays, glamping, hotels, house/ apartment rentals, campsites, resorts, and homestays.

Broad range of tourism infrastructure: A broad range of tourism attractions, including the high-quality main streets, the Deni Ute Muster site, various museums, cultural sites, and sports centres, collectively offer a diverse range of tourism attractions.

Untapped weekend and night-time economy: Edward River can enhance the local visitor economy through the expansion of food and retail offerings, particularly during nights and weekends.

Natural assets that provide an array of recreational activities: Edward River has a bounty of natural assets including the riverine environment (particularly the Edward River – Kolety – and Billabong Creek) and the associated natural environment, ecology, and recreational sites (park lands, walking trails, and riverfront).

Recognised tourism brand: Edward River has a recognised tourism brand associated with Visit Deni, the Deni Ute Muster, river tourism and boating, as well as a strong arts and cultural base throughout the region. Opportunities exist to both leverage the existing brand and expand what the region is known for.

Cultural tourism offering: The rich and diverse history of the region, including Wamba Wamba/ Perrepa Perrepa Peoples, European settlement, Island Sanctuary, and agrarian history can be leveraged to support the development of cultural tourism offerings throughout the region. Edward River Council is committed to the retention and preservation of these culturally important areas.

Opportunity to fortify the riverfront: Edward River has the opportunity for riverfront activation, through increased flood mitigation strategies, riverbank enhancement, increased tree cover, and better waterflow management to support increased attraction of visitors.

Visitation expected to grow: Edward River is projected to reach just under 195,000 annual visitors by 2028-29 with visitation expected to increase annually over the next five years.

Potential to develop a rural, agrarian tourism brand: The distance from urban centres and agrarian nature of Edward River presents an opportunity to develop a unique tourism brand.



Starting Point

What Our Community Said

Edward River locals, of all ages, want to be involved in decision making that affects them and their future. In developing Edward River 2050, we have listened to what the local community and businesses had to say about local issues, successes/ strengths, the desired future state for the region, and the priority industries for development.

Their words and ideas have shaped the vision and opportunities for Edward River 2050. We also heard and understand the importance of monitoring and reporting on the outcomes on a regular basis, to keep the community and businesses informed and up to date with the implementation of the plan.

Who Was Involved

Over 350 Consultations

11 - Individual Meetings
6 - Workshops
348 - Survey Responses

93.8% Residents or Business Owners

1.9% External Ratepayer
4.4% Other

88.7% Survey Respondents Live in Deniliquin

Other Townships: 6.8%
Outside: 4.6%

Age Demographics

15 – 34 years: 19.8%
34 – 64 years: 67.5%
65+ years: 11.8%
N/A: 0.9%

Note: Numbers may not add due to rounding.

Our Community's Thoughts on Edward River in 2050

Our community envisions the future Edward River to be progressive, sustainable, safe, vibrant, and inclusive. These form the guiding principles of Edward River 2050.

Our community prioritised the following five key industries:

1. Healthcare and wellness
2. Education and training
3. Residential construction
4. Recreation tourism
5. Aged Care.

18.2%

Of residents **will** probably/ definitely move away from Edward River in the next five years while 50.0% of residents probably/ definitely will **not** move in the next 5 years.

7 / 10

Would recommend Edward River as a place to live for relatives or friends.



VISION

Vision



VISION

Our 2050 Community Vision

By 2050, the Edward River region will be bustling:

- *Ready for growth.*
- *Open to new ideas and attracting new residents.*
- *Open to new challenges.*

We will be active and skilled with healthy people, a connected community, and a diverse growing economy. People will live in the region, and visit, to enjoy the beauty of the natural environment and the vibrancy of the towns and villages.

An Adaptation From The Community Consultation Report (Sefton, 2021)

Edward River 2050 will build upon five key community identified principles to achieve this vision:

Progressive: Edward River is open to new ideas, embracing change and progress, and fostering innovative ways to achieve economic, social, and infrastructure development.

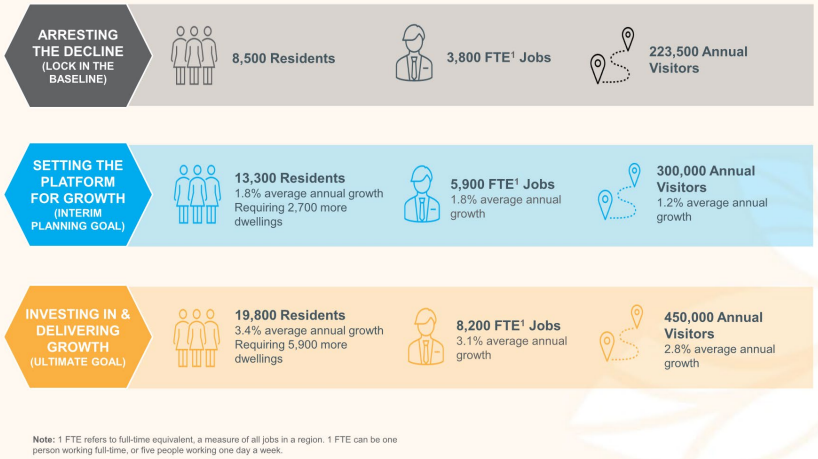
Sustainable: The local environment, economy, and unique culture are appreciated and cared for by all throughout Edward River. On a day-to-day basis, residents and businesses make a conscious effort to minimise harm and protect Edward River's environment, economy, and culture for future generations, while also fostering sustainable infrastructure development. All stakeholders are working towards the transition to Net Zero emissions.

Safe: Residents experience a sense of safety not only within their homes but also at their workplaces, within the community, and while on the roads, fostering a conducive environment for economic growth and job creation.

Vibrant: Edward River thrives with engaged, connected, and active residents, businesses, and visitors, contributing to a dynamic economy and vibrant job market. Edward River is a desirable place to live and visit, bolstered by continuous infrastructure development and economic opportunities.

Inclusive: All residents and visitors, regardless of background or circumstance, feel accepted, valued, represented, and appreciated in Edward River, ensuring economic benefits and job opportunities are accessible to everyone in the community. We value our First Nations community, and encourage the sharing of their knowledge, traditions, and beliefs with both residents and visitors alike. Everyone feels a strong connection to the community, and no one is left behind.

Success Is



Note: 1 FTE refers to full-time equivalent, a measure of all jobs in a region. 1 FTE can be one person working full-time, or five people working one day a week.

VISION

Activated CBD

Deniliquin already has much to offer, but it lacks connections and synergy, particularly along the riverfront and has a public realm in need of optimisation. To achieve this, the town must reconsider its planning approach, focusing on whole-town planning that integrates cultural and natural heritage considerations.

An activated CBD with upgraded public spaces, diverse businesses, ample parking, public transport, retail and food offerings, attractions, public amenities and a variety of dining options will enhance its appeal to residents and visitors by filling vacant CBD space (examples from engagement include a shopping mall, movie theatre, roller skating, or water park). Events embracing the river, with local bands, will encourage a sense of community.

By prioritising cultural and natural heritage alongside commercial revitalisation, Deniliquin can create a vibrant and sustainable urban environment that reflects its past while embracing its future. Leveraging crown land sites for tourism activation and closing streets for events will further contribute to the CBD's vibrancy and attractiveness.

Edward River Council will ensure the business frontage within the CBD remains up-to-date by supporting ongoing urban realm and amenity programs as required.



Lively Villages

Edward River's network of unique villages have significant potential to increase the draw of visitation from both Deniliquin residents and those from around the region:

- Maintain the community feel within each village (with supporting education, sports and recreational grounds, and social gathering spaces).
- Open spaces and entertainment areas for young people.
- Regular/ rotating monthly/ quarterly/ annual affordable village attractions and events.
- Extended offerings and trading hours for retail and tourism/ hospitality operators.
- Adequate public amenities (e.g., lighting, smart water fountains, modern public toilets, pedestrian and bicycle pathways, and more bins).
- Public art scapes and exhibitions to showcase the region's local artists.
- Interpretive signage promoting the village's heritage and First Nations culture.



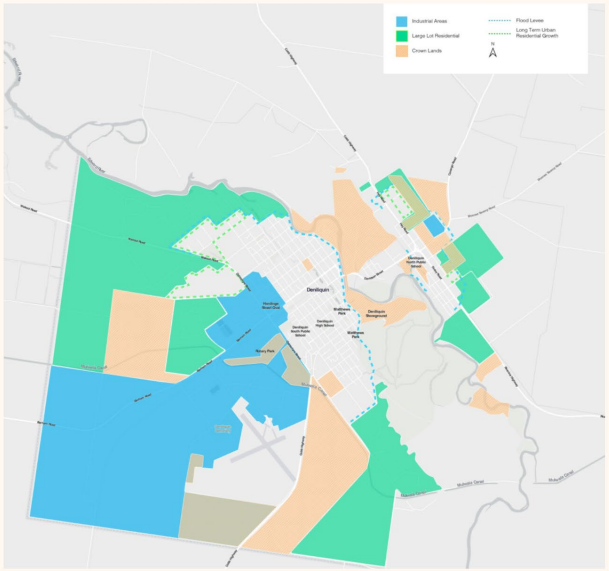
From the stars to the plains to the forest to the river, we commit to engaging with and enhancing First Nations outcomes and our natural environment across all of Edward River.

VISION

Industrial & Residential Expansion

There is significant untapped potential for industrial development in Deniliquin. Existing zoned industrial land is poised and able to meet the interim planning growth trajectory. Realising the ultimate growth goal will see the attraction of larger industrial operators to Deniliquin, supported by effective long-term planning.

Edward River has an abundance of available land for residential development, with a variety of lot sizes to attract people to the region.

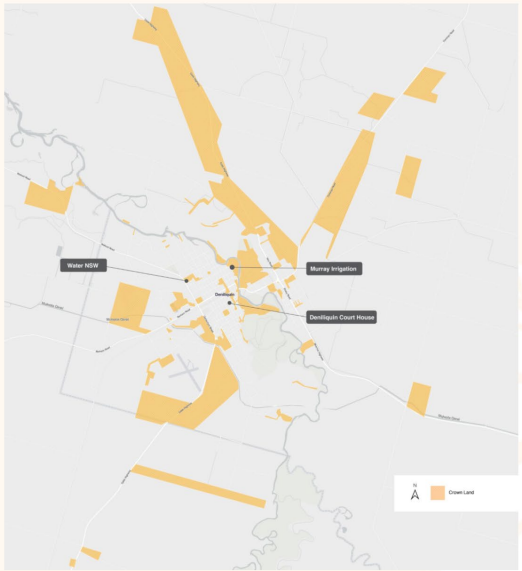


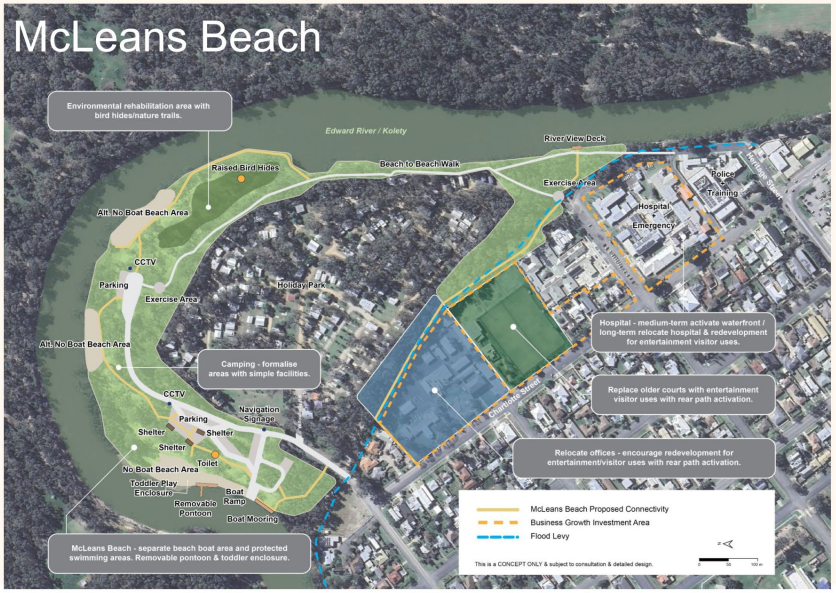
Crown Lands Development

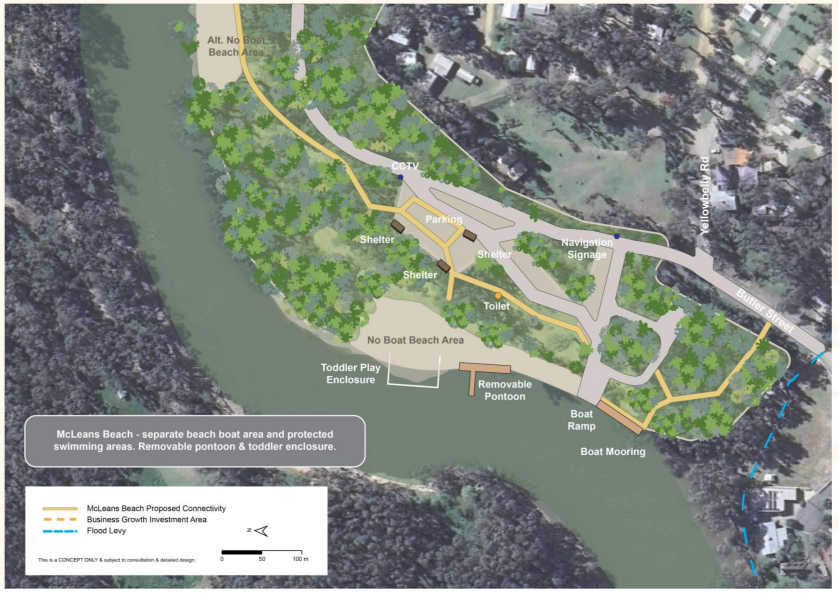
The crown lands in Deniliquin and surrounds present a significant opportunity for development and revitalisation. Currently underutilised, these assets could be strategically leveraged to foster economic growth and community development.

The process to unlock this potential involves engaging with the state government and private enterprise (to encourage private public partnerships) to explore the possibility of accessing these assets for immediate and future development initiatives. Edward River Council will act as a success story for how Council can take control of their own destiny through this process.

By bringing together these disparate parcels of land under a cohesive development plan, we will be able to catalyse positive change and create opportunities for job creation, infrastructure enhancement, and community enrichment. This proactive approach not only maximises the value of these crown lands but also aligns with our vision of fostering inclusive, vibrant, and sustainable growth in Edward River.




McLeans Beach
Environmental rehabilitation area with bird hides/nature trails.
Edward River / Kolety
River View Deck
Raised Bird Hides
Beach to Beach Walk
Exercise Area
Police Training
Hospital / Emergency
Alt No Boat Beach Area
CCTV
Parking
Holiday Park
Exercise Area
Hospital - medium-term activate waterfront / long-term relocate hospital & redevelopment for entertainment visitor uses.
Alt No Boat Beach Area
Camping - formalise areas with simple facilities.
Replace older courts with entertainment visitor uses with rear path activation.
CCTV
Navigation Signage
Parking
Shelter
Shelter
Shelter
Toilet
Relocate offices - encourage redevelopment for entertainment/visitor uses with rear path activation.
No Boat Beach Area
Toddler Play Enclosure
Boat Ramp
Removable Pontoon
Boat Mooring
McLeans Beach - separate beach boat area and protected swimming areas. Removable pontoon & toddler enclosure.
McLeans Beach Proposed Connectivity
Business Growth Investment Area
Flood Levy
This is a CONCEPT ONLY & subject to consultation & detailed design.


Alt. No Boats Beach Area
CCTV
Parking
Shelter
Shelter
Shelter
Navigation Signage
Yellowbelly Rd
Toilet
Bridge Street
No Boat Beach Area
Toddler Play Enclosure
Removable Pontoon
Boat Ramp
Boat Mooring
McLeans Beach - separate beach boat area and protected swimming areas. Removable pontoon & toddler enclosure.
McLeans Beach Proposed Connectivity
Business Growth Investment Area
Flood Levy
This is a CONCEPT ONLY & subject to consultation & detailed design.

STRATEGIC RESPONSE

Opportunities & Enablers



Our Opportunities for Growth

To drive a 'step change' in Edward River's growth trajectory, there needs to be a pipeline of realistic and achievable opportunities that enhance liveability, activate new industries, expand upon pre-existing strengths, and drive the attraction of visitors/ tourists. These six opportunities are best suited in realising our potential as a region, leveraging the strengths of Edward River and providing the most effective use of resources to deliver the desired population and jobs growth.

Opportunities & Enablers

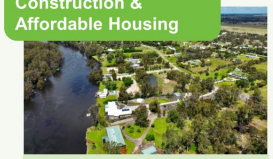
Tourism & Events



A renowned **regional tourism destination**, as the events capital for the broader region, with a strong/ diverse product offering, enhanced visitor experience, and linkages to activity in Echuca/ Moama.

Funding Sought to Achieve: $10 to $20 million

Residential Construction & Affordable Housing



An **expanded residential construction sector**, with a focus on **affordable housing**, prefabrication, regeneration, diverse accommodation models, and innovative housing delivery models. Funding may be sought for enabling infrastructure to support developable lots.

Funding Sought to Achieve: $200 million to $400 million

Care & Emergency Services



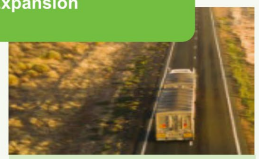
A regionally significant centre for **care and emergency services**, including health and allied care, aged care (beyond independent living), disability care, and emergency services.

Funding Sought to Achieve: $150 to $300 million

Note: Please note, these estimates are very high level and not indicative of detailed quotes.

These opportunities form the blueprint for Edward River's strategic direction to 2050, for all of Edward River Council's partners. Each opportunity has an Implementation Plan, which outlines how Edward River Council will create the environment which enables and supports this growth whilst also indicating the areas for private sector proponents to get involved.

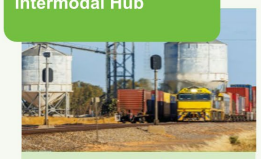
Agribusiness Expansion



An **expanded and intensified agri-business sector**, with diversified agricultural product, value-adding production, carbon offsets, and achievement of outcomes of the agri-business masterplan.

Funding Sought to Achieve: $20 to $80 million

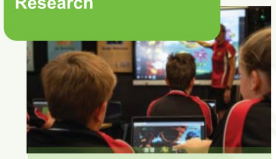
Manufacturing & Intermodal Hub



A co-located **manufacturing and intermodal hub** to service the South-Western NSW region, in transit to the Port of Melbourne. Recycling, waste-to-energy, and opportunities to supply regional renewable energy projects may arise in the longer-term.

Funding Sought to Achieve: $150 to $400 million

Education, Training & Research



An **education and training** sector that meets local needs, including a Country University Campus, high school with tailored courses, links to industry, and **research** programs for the betterment of the local region.

Funding Sought to Achieve: $45 to $200 million

Utilities Infrastructure Requirements

All of the opportunities will require infrastructure development, particularly in relation to utilities. Current utilities infrastructure cannot support the targeted growth beyond approximately 12,000 people, requiring targeted planning and investment in these areas.

Opportunities & Enablers

Sewer

Edward River has only one sewage system and treatment plant (STP) located in South Deniliquin, with the other villages relying upon on-site waste facilities. The STP has a theoretical capacity of 12,000 people, but load issues may suggest it is already at or near capacity, requiring significant upgrades for ongoing use and to support additional population growth. The current STP is not easily scalable to respond to future growth.

Council will need to investigate options for meeting future requirements, including:

- Extending the life of the existing STP by at least 10 years.
- Seeking to develop a new STP, with a starting capacity of 12,000, that can scale up through modular extensions.

Council's plans for future sewage management can be seen in the *Integrated Water Cycle Management Strategy*.

Water

Deniliquin has a network of approximately 115 kilometres of water mains and more than 5,500 other water assets, including a water treatment plant (WTP), reservoirs, hydrants, valves, and meters.

The WTP, located in the South-East of Deniliquin, supplies the township with water through a conventional water treatment process including flocculation, coagulation, filtration, chlorination, fluoridation, and the addition of powder activated carbon. The current WTP is an older style sand filtration plant, which has recently had upgrades to the pumps. The WTP has a chlorination capacity of 26ML/day, which corresponds to a capacity of approximately 12,000 people.

Outside of Deniliquin, other villages rely on on-site water storage, with Conargo and Wanganella pumping water from Billabong Creek to tank storage.

Council will investigate options for meeting future water requirements. Council's plans for future water management can be seen in the *Integrated Water Cycle Management Strategy*.

Telecommunications

Edward River faces challenges due to limited internet speed and mobile coverage, particularly across the villages. To capitalise upon growth opportunities, Edward River will require improved internet services, as well further investment from State and Federal Governments to address mobile blackspots.

The current challenges, if left unaddressed, will limit the attraction of residents and visitors to Edward River who require a higher level of digital interconnectivity. Furthermore, these problems limit the expansion and adoption of distance education opportunities (TAFE, CUC, etc.), online business development, work-from-home arrangements, as well as technological advancements in agriculture, industry and service provision across Edward River.

The lack of digital connectivity may also negatively impact emergency and health services in times of critical importance.

Electricity

Edward River faces challenges due to limited low-voltage electricity capacity, leading to the need for expensive transformers and increased development costs.

There is a TransGrid132/66kVA substation North-East of Deniliquin, which is connected to four high voltage 66/132kV transmission lines. Additionally, there exists a 220kV transmission network extending across the North-Western part of the Shire connecting Darlington Point across south of Hay and Balranald to Broken Hill.

Council will investigate options for meeting future voltage requirements, through the development of Development Servicing Plans and Contributions Plans.

The South-West Renewable Energy Zone (REZ), which encompasses parts of Northern Edward River, has the potential to increase green energy generation and transmission infrastructure throughout the broader region. There are several new substation developments proposed as well as various renewable energy projects (including windfarms) in the process of obtaining approvals for developments in the South-West REZ in northern Edward River. This presents Edward River with the potential to access clean and affordable energy to support residential and economic development.

Council's Role in Supporting Growth

Enabler

Edward River Council, as an enabler of growth and curator of the local business investment environment and public realm, has a role in enhancing liveability through placemaking and beautification to ensure public spaces meet the needs of locals and encourages activation. Council also has a key role in supporting and building relationships with local businesses through resource centres, networking events and seminars, streamlined processes, and improvements to infrastructure. Council is committed to resourcing this and will implement a dedicated development facilitator to act as the conduit between planning, development, and investing to encourage timely development. The development facilitator may represent a new role within Council or may be incorporated into the responsibilities of an existing role.

Planner

Edward River Council plays a critical role in acting as a planner and legislator of the local area. This includes planning and designing future communities, providing for development in the local area, improving local amenity, ensuring buildings are safe and well-built, and facilitating development of the enabling infrastructure and amenities to support further investment attraction. The mechanisms Council can use to enact change in these areas include the elements of the Integrated Planning Framework (the Corporate/ Operational Plan, Local Planning Scheme, Local Laws/ Regulation, etc.), strategic planning for growth that reduces development barriers (Development Contributions Plans), as well as streamlining approvals processes.

Investigator

Edward River Council, to support prioritisation of key initiatives, investment attraction and advocacy efforts, will undertake detailed options analysis, feasibility studies, and business case development to ensure each opportunity pursued is viable and the benefits/ outcomes are clearly communicated.

Advocator

Edward River Council, as a recognised community leader, can successfully engage with the community, other local, state and federal leaders as well as the private sector to develop commitment, energy and support towards economic development. Council plays a fundamental role in securing both public sector grant funding as well as private sector investment funding and activity, with an 'evidenced based ask' and clear advocacy agenda/ campaign (as articulated in the Delivery Program for each Council term). Council also plays a role in acting as an advocator, through leading, for best-practice development for its own sites.

Council's Commitment

Establishing the evidence base is an early and key component in supporting successful advocacy and investment attraction efforts to secure funding for major infrastructure projects that are set to drive growth across Edward River.

Where this information supports the further pursuit of the opportunity, we commit to continuing efforts to progress the implementation plans for these opportunities, including resourcing and advocating for funding.

Council is committed to pursuing growth by considering innovative methods of investment attraction in an ongoing way and as opportunities arise.

Edward River Council commits to reviewing the strategy and the progress of the implementation plan every four years to ensure continued progress towards the long-term outcomes. Each year, Edward River Council will identify our priorities in our **Annual Operational Plan** and four yearly delivery plan.

Council has an important role in supporting the region's development opportunities and initiatives. Depending on the nature and stage of the opportunity Council will be required to support on a number of levels including enabling through direct investment, planning to support change, investigating to secure data and inform decisions and advocating to secure funding and delivery support. The primary and initial role of Edward River Council is highlighted in each of the implementation actions, noting that this may change over time.

Community Champions

Edward River 2050 is a collective commitment to shaping the bright future of our region. The continued participation of the community will be critical to its successful implementation and to the success of our broader goals.

In supporting this, we will support a program of Community Champions. Community Champions are local residents from culturally diverse backgrounds that are connected to the community and local businesses, are strong communicators, and are passionate about supporting the achievement of Edward River 2050. Community Champions will encourage collaboration between stakeholders, support the development agenda, and advocate for action.

Opportunities & Enablers

Enabling Growth

Enhancing Liveability

We will creatively improve the region with thoughtful development, activation of the region's urban realm, and cultural awareness/ multiculturalism. Key elements of liveability need to be actively improved, including accessibility, equity, local character and heritage, environmental sustainability, amenity, community connection, recreation, and local ownership of outcomes. Place, precinct and township specific enhancements will include:

- **Place Activation:** Placemaking/ beautification (delivered through better street lighting, wider footpaths, and kerbside recycling), improved connectivity, accessibility, activity, interaction, education, events, acts, and performances.
- **Precinct Activation:** Placemaking/ beautification, investigation of an entertainment precinct and McLean's Beach precinct, coordination of extended trading hours.
- **Township Activation:** Continue to build on existing town centre master plans and beautification strategies as well as creating a retail and business strategy, placemaking/ beautification, and a cycle of events at township pubs. Identify key sporting areas where Deniliquin could host regional and state-level sports events and more efficiently use existing recreational infrastructure in less flood affected areas.
- **Riverfront Activation:** Identification of key sites to increase access to the riverfront and provide suitable sustainable activities that are flood protected.

Each of the above should consider the concept of the "Power of Ten in Placemaking" (i.e., ten things to do in each place, precinct and township) to maximise foot traffic, increase interactions across different demographics, increasing local spend, and improving long-term economic and social sustainability. Resourcing and funding will be secured to support the above via Development Servicing Plans, Special Rates Variation, Contributions Plans, and as part of Council's Resourcing Strategy.

Local Business Support

We will support local businesses through:

- Facilitating a "Buy Local" campaign.
- Investigating ways to adapt retail to changing demands that focus on smaller experiential retail at ground level with adaptive re-use of rear and upper levels with complementary uses.
- Supporting connection of businesses and industry with training and upskilling providers (e.g., State training programs).
- Support and guide new businesses through planning and successfully navigating their establishment and consolidation period.
- Encouraging innovation by facilitating connections/ networks and hosting events/ workshops focused on entrepreneurship/ innovation to build capacity.
- The preference for local suppliers and local purchasing embedded within Council's Procurement Policy to support the development of competitive local businesses. The Procurement Policy further commits to educating local suppliers and Council staff about "doing business with council".

Planning For Growth

Strategic Planning Considerations

Priority planning considerations include having a clear vision outlining the growth agenda supported by strategic planning:

- **Appropriate Zoning:** A clear separation of residential/ heavy industrial land is required, and expansion areas allowed for each. Any zoning changes should ensure agricultural land uses are retained.
- **Infrastructure/ Service Delivery:** Consideration of timing/ staging to support efficient land release/ development.
- **Approvals Processes:** Planning should support flexible and fast paced development approvals. This may be achieved by providing advice for submissions (including acceptable impacts), leveraging fast-track pathways, streamlining assessment processes and appropriately resourcing approvals.
- **Funding/ Finance:** Grant funding as well as a special rates variation should be considered and Development Servicing Plans and Contributions Plans should be utilised for funding.
- **Council Resourcing:** Council should consider resource requirements (staff, budget allocation, and revenue strategies) to support the Delivery Program.
- **Net Zero Agenda:** Finding opportunities for renewable energy that does not detract from agricultural activity.
- **Master Planning:** Masterplans should be developed that simply and clearly outline identified priority growth and activation precincts.
- **Long Term Re-Focus:** All planning should align with the longer-term refocus of Council on the growth agenda in a financially sustainable fashion.

Zoning Considerations

Industrial

Zoned land is sufficient to meet demand. Additional land or extensions/ augmentation of existing land may be necessary should several larger industrial operators come to Deniliquin or there is low release of industrial land.

Commercial/ Community

Existing zoned land should meet the short-to-medium term growth demands, adaptable to changing demands. Minor extensions of the business zone are required south along the highway and Napier St to facilitate activation.

Large Lot Residential (LLR)

Higher density urban settlement patterns should be prioritised, with some LLR lands close to the urban area. in Deniliquin to optimise infrastructure utilisation and provision. Additional LLR areas should be supported in Deniliquin outside the flood levee that do not conflict with industrial land, and in surrounding villages with suitable infrastructure in the longer term.

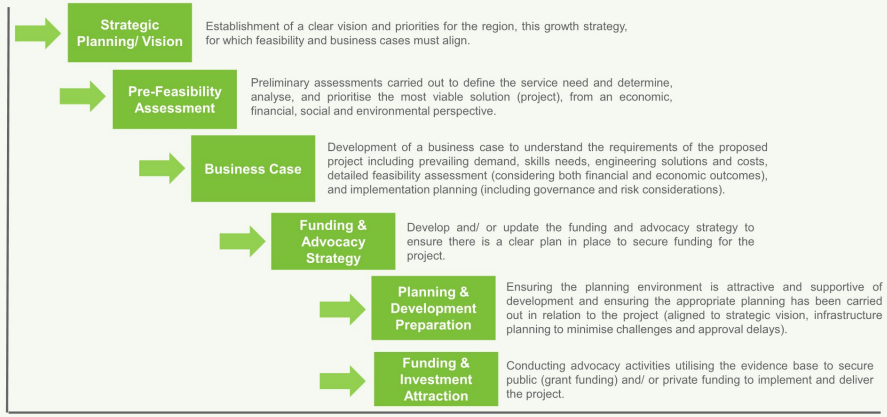
Urban/ Residential

There is significant Zone R1 General Residential within the flood protected levee area. There needs to be strategic and detailed structure planning of remaining vacant lands. An investigation should be held into the use of planning controls to minimise fragmentation of Zone R5 Lot Residential Land and reduce the risk of inefficient subdivision consuming this in the medium term.

Opportunities & Enablers

Investigating Opportunities

We are committed to facilitating long term and sustainable growth of our population and economy. Each opportunity requires adequate investigation and planning, building the evidence base to inform and drive advocacy/ investment attraction. The following image summarises the information capture states and flow.



Advocating For Support

We will pursue, evaluate and refine advocacy efforts to secure both public sector funding and private sector business investment to drive priority development (i.e., business and industry start-ups, relocation and/ or expansion) initiatives.

Public Sector Advocacy

We will consider the following in our public sector advocacy:

- Utilisation of a priority infrastructure list/ Advocacy Agenda.
- Formation of strategic alliances and/ or regional partnerships (i.e., joint advocacy efforts).
- Leverage of regional organisations.
- Local industry champions (distinct from the Community Champions).
- Cohesive branding and marketing efforts.

The advocacy priorities will form part of the **Annual Operational Plan,** the **Advocacy Plan** and the **Delivery Program**. Indigenous and cultural heritage is a key point of difference for Edward River, which is likely to support the targeted attraction of funding to support these businesses and communities.

Private Sector Investment Attraction

We will plan for and attract private sector investment and will maintain and refine the following regularly:

- Investment Attraction and Expansion Policy (including consideration of incentives).
- A proactive "ready for growth" attitude (solution focused).
- Efficient and effective Council policy and procedures.
- Be ready with information and evidence to support decision making.

Opportunities & Enablers

Partners in Delivery

The key to the success of each of the opportunities is collaboration between local stakeholders, all tiers of government, and private sector proponents.

We would like to recognise our community partners and collaborators who will work with Edward River Council to contribute to a thriving Edward River.

Using a collaborative approach to our opportunities and challenges means we will take full advantage of our knowledge/ expertise and networks for a common cause.

Australian Government	A key funding partner across health, education, disability support, housing, Indigenous services, disaster recovery, and environmental policy.
State Government	A funding provider and deliverer of services. Our main partners are the Department of Primary Industries and Regional Development, Transport for NSW, the Premier's Department and Cabinet Office, Department of Planning, Housing and Infrastructure, Department of Climate Change, Energy, the Environment and Water, and Destination NSW.
Regional Organisations	Regional organisations play a key role in supporting planning, collaboration, advocacy, and education/ training. Our main partners include Riverina & Murray Joint Organisation (RMJO), Regional Australia Institute (RAI), Regional Development Australia (RDA), Destination Riverina Murray (DRM), Murray Regional Tourism Board (MRTB), and Murray Regional Tourism (MRT).
Local Government	Council has a key role in advocating for funding support for initiatives, whilst supporting private enterprise and the local community in realising the goals. Partnerships with surrounding local governments will enhance the expertise, quality, and success of funding efforts and implementation. Surrounding municipalities may contribute if they see benefits.
Private Enterprise	Businesses across Edward River play a key role in investing in our future, providing jobs and services that will support the goals of sustainable growth. This includes strong connections to our local First Nations businesses.
Local Community	The local community plays a key role in driving change in Edward River, through supporting initiates by Council and private enterprise.



Implementation



Tourism & Events

Implementation

Overview

Objective: Established as the events capital of the broader region, with a strong and diverse product offering that builds upon the region's many strengths and leverages existing activity in the broader region.

Events

Events act as the primary drawcard for visitors to Deniliquin and an avenue to promote the liveability of the region. Critical will be the development of a clear Events Strategy, which includes consideration of holding 2-3 major events at the Deni Ute Muster site per year targeting 5,000 plus visitors, supported by a network of smaller day and night events to display arts/ culture and sporting events, activating Deniliquin and the villages. Due to the significant cost of holding major events, the demand for events needs to be strong. This could be explored through further activation of the Deni Ute Muster site through overflow camping and expanded community sport facilities.

Skills and Service Enhancement

Upskilling local tourism service providers to meet the expectations of and enhance customer experience for locals, regular visitors (e.g., sales representatives), and new visitors.

Heritage, Arts and First Nations Culture

Build upon the existing offering, including expansion of public sculptures to connect and activate spaces, sharing of Indigenous culture and food experiences, Indigenous artwork/ stories at Wanganella Caravan Park, a dedicated regional gallery space, and a community cinema.

Accommodation/ Products/ Packages/ Trails

River activation and heritage/ arts/ culture are two areas where Edward River has an existing advantage to build upon, with a variety of other potential opportunities in the longer term. Each of these opportunities requires linkages between like-minded tourism providers across the broader region (including Echuca), and packages to group experiences/ activities for certain markets (such as the weekend sports market), or trails (i.e., heritage/ arts trail with Echuca). Increasing accommodation supply will be critical to improving visitation outcomes.

River Activation

Enhanced activation and accessibility of the river (e.g., lighting the beach-to-beach walk, connectivity, activation), providing First Nations and natural environment activities/ tours, attracting water sports hire, boating hire, fishing hire, fishing tours, and bird watching as well as delivery of McLeans Beach revitalisation as part of the Deniliquin Masterplan (2018). Activation also includes ongoing measures to monitor and improve the health of the Edward River – Kolety.

Other Identified Opportunities

Aviation (leverage aerodrome/ flight strip), agri/ farm stay tourism, sports tourism, outdoor adventure experiences (mountain biking, water sports, shooting, hunting, boating, motocross), travelling business representative market, paddock to plate dining experiences.

Impact

Expansion of the tourism industry will support growth in Edward River through:

- Generating ongoing employment opportunities.
- Enhancing recreational/ entertainment opportunities.
- Boosting overnight visitation, length of stay, and induced visitor spend.
- Enhanced brand and awareness of the region nationally.

Implementation Plan

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
By End of Year 1		
1.1.1 Identification and designation of event precincts/ streets for events.	**Investigator** (Local Community, Private Enterprise)	**Fee:** $10,000 to $50,000 **Internal Council FTE**: <0.25 FTE
1.1.2 Investigation of accommodation supply opportunities, considering tourism and affordable housing needs balance.	**Investigator** (Local Community, Private Enterprise)	**Fee:** $10,000 to $50,000 **Internal Council FTE**: <0.25 FTE
1.1.3 Refresh and refocus investment attraction: • Review of Investment Attraction Policy to target businesses in tourism, accommodation, and hospitality. • Development of Investment Attraction Program and forward budget (minimum 4 years).	**Planner** (Local/ External Private Enterprise, Consultants)	**Fee:** $30,000 to $80,000 **Internal Council FTE**: <0.25 FTE
1.1.4 Enhancement of engagement with the Arts and Culture Advisory committee to build the heritage, arts and culture vision for the region, with a focus on First Nations.	**Enabler** (Private Enterprise, Regional Organisation)	N/A
1.1.5 Encouragement of collaborative marketing between tourism operators (possibly as part of a regional facilitator).	**Enabler** (Private Enterprise, DRM, MRTB, MRT)	**Fee:** $20,000 to $100,000 **Internal Council FTE**: 0.25 to 0.5 FTE
1.1.6 Establishment of connections for businesses with MRTB to leverage their regional marketing/ promotion program.	**Enabler** (Private Enterprise, MRTB)	N/A
By End of Year 2		
1.2.1 Review of local planning scheme and infrastructure planning in consideration of the potential land use conflict.	**Planner** (Local Community/ Private Enterprise)	**Fee:** $100,000 to $250,000 **Internal Council FTE**: 1.0 to 2.0 FTE
1.2.2 Reactivation of the local Tourism Advisory Committee.	**Planner** (Local Community/ Private Enterprise, DRM, MRTB, MRT)	**Fee:** N/A **Internal Council FTE**: <0.25 FTE
1.2.3 Development of Edward River & Region Events Strategy.	**Planner** (Private Enterprise, DRM, MRTB, MRT, State/ Federal Government)	**Fee:** $50,000 to $200,000 **Internal Council FTE**: 0.5 to 1.0 FTE
By End of Year 4		
1.3.1 Development of Edward River Tourism 2035 Master Plan.	**Planner** (Private Enterprise, DRM, MRTB, MRT, State/ Federal Government)	**Fee:** $100,000 to $300,000 **Internal Council FTE**: 0.5 to 1.0 FTE
1.3.2 Development of Edward River Marketing Strategy to promote the region.	**Planner** (Private Enterprise, DRM, MRTB, MRT, State/ Federal Government)	**Fee:** $50,000 to $200,000 **Internal Council FTE**: 0.5 to 1.0 FTE
1.3.3 Enhancement of digital capability, through development of a Digital Infrastructure Plan.	**Planner** (Local Community, Private Enterprise, State/ Federal Government)	**Fee**: $50,000 to $100,000 **Internal Council FTE**: <0.5 FTE

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
By End of Year 4 (Cont'd)		
1.3.4 Development and implementation of plan for environmental preservation and extension along roadside areas.	**Planner** (Local Community, Private Enterprise, State/ Federal Government)	**Fee**: $500,000 to $600,000 **Internal Council FTE**: 1.0 FTE
1.3.5 Work with potential operators to identify the information they would need to re-introduce passenger services at the airport and work through and support the establishment of a trial.	**Investigator** (Private Enterprise)	**Fee:** $50,000 to $150,000 **Internal Council FTE**: 0.5 to 1.0 FTE
1.3.6 Investigation of upgrading and utilising local sporting facilities, such as Memorial Park, to host regional and State level events (i.e., representative sport, school sport camps, etc.)	**Investigator** (Local Community/ Private Enterprise, State Government)	**Fee:** $50,000 to $100,000 **Internal Council FTE**: <0.5 FTE
1.3.7 Investigation of opportunities to improve public amenities, such as modern public toilets, pedestrian and bicycle pathways, and smart water stations.	**Investigator** (Local Community/ Private Enterprise, State Government)	**Fee:** $25,000 to $50,000 **Internal Council FTE**: <0.5 FTE
By End of Year 10		
1.4.1 Monitoring and evaluation of market conditions (including skill needs) and refining of advocacy and investment attraction initiatives (every 5 years).	**Investigator** (Local Community/ Private Enterprise, Consultants)	**Fee:** $50,000 to $120,000 **Internal Council FTE**: 0.5 to 1.0 FTE
1.4.2 Development of high-level business cases for supporting infrastructure (water, sewer, electricity, ICT, etc.), to support efficient and effective land development.	**Advocator** (State/ Federal Government, Private Enterprise)	**Fee:** $30,000 to $80,000 (per business case) **Internal Council FTE**: 0.5 to 1.0 FTE
Ongoing		
1.5.1 Execution of Investment Attraction Program.	**Advocator** (Private Enterprise)	**Fee:** N/A **Internal Council FTE**: 0.5 to 1.0 FTE
1.5.2 Continue implementation of the Deniliquin and Surrounds Local Area Plan	**Planner, Enabler, Investigator, Advocator** (as per Local Area Plan)	As per Local Area Plan.
1.5.3 Advocacy to key project partners for public funding and private investment in priority projects, utilising evidence base comprised of demand/ business cases, masterplans and/ or preliminary impact assessments.	**Advocator** (State/ Government, Private Enterprise)	**Fee:** N/A **Internal Council FTE**: 0.5 to 1.0 FTE
1.5.4 Execution of infrastructure delivery program efficiently (on time, on budget) as funding becomes available.	**Advocator** (State/ Federal Government, Private Enterprise)	**Fee:** TBA **Internal Council FTE**:TBA
1.5.5 Marketing of Edward River as a tourism destination to promote the expansion of tourism businesses and visitors, as per the Marketing Strategy.	**Advocator** (Private Enterprise, General Community)	**Fee:** $50,000 to $200,000 **Internal Council FTE**: 0.5 to 1.0 FTE
1.5.6 Continued monitoring and improvement of the health of the Edward River – Kolety – and all other water bodies in our region, as without safe and health natural environments we can't achieve our desired outcomes.	**Investigator** (Private Enterprise, State/ Federal Government)	**Fee:** N/A **Internal Council FTE**: 0.5 to 1.0 FTE

Note: Fees assume the work is undertaken by a consultant/ contractors (rather than Council internal resourcing). Internal Council FTEs represents the positions required to manage and oversee the works. Please note, these estimates are very high level and not indicative of detailed quotes. Council resources and deliverables subject to funding and budget allocations.

Residential Construction Expansion & Affordable Housing

Implementation

Overview

Objective: Expansion of the residential construction services sector across Edward River, with an emphasis on residential prefabrication, utilisation of innovative housing delivery models to increase supply of affordable housing/ accommodation, and establishment of a special purpose vehicle to leverage the Housing Australia Future Fund and National Housing Accord.

There is a reasonable presence of local businesses in construction and fabrication, though this could be further expanded. Existing construction businesses are located in the North Deniliquin Industrial Area and South (Barham Road) Precinct. The existing industrial land in Deniliquin is suitable for accommodating growth of these businesses (subject to infrastructure), as it includes over 870 hectares of relatively unconstrained general industrial land that is largely outside the flood planning area, very flat and suited to large format buildings, has a variety of lot sizes, is well serviced, and has the potential to expand to the south for future growth.

The cost of building in regional areas is higher than in major centres and construction products have increased in value significantly since COVID, with a smaller pool of qualified trades and lower ability to respond to significant growth demands. There is significant opportunity for further residential development (including independent aged care living and disability care providers) and a regeneration of old houses. Residential development will be a natural follower of private sector investment.

Expanding the local construction sector will support affordable housing locally, through providing affordable services and materials. Affordable housing can further be supported locally through Council's provision of key industry worker/ new professional/ education/ healthcare worker accommodation, allowing companies to build worker accommodation, and exploring diverse housing models/ the housing accord (through generating a special purpose vehicle and leveraging the National Housing Accord and the Housing Australia Future Fund). The provision of cost-effective housing in Deniliquin and the villages may be a core attraction, if supported by suitable employment options.

Impact

Expansion of the residential construction sector will support growth in Edward River through:

- Increasing local construction labour capability.
- Generating ongoing employment opportunities.
- Greater ability to react to growth in demand.
- Delivery of affordable housing options in a more effective and robust local housing market.
- Realisation of housing and infrastructure to accommodate residential attraction.

Implementation Plan

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
By End of Year 1		
2.1.1 Development of a comprehensive marketing program to promote Edward River as a place to live.	**Planner** (Consultants, Local Community/ Private Enterprise)	**Fee:** $50,000 to $150,000 **Internal Council FTE**: 0.5 to 1.0 FTE
2.1.2 Encouragement of collaboration between local businesses and local RTOs to provide training programs/ experiences to foster a local talent pool.	**Enabler** (Local Community/ Private Enterprise)	**Fee:** $15,000 to $30,000 **Internal Council FTE**: <0.25 FTE
By End of Year 2		
2.2.1 Exploration of options with the Housing Australia Future Fund and National Housing Accord (e.g., establish a Special Purpose Vehicle for housing development and release to means tested households at below market rate. Critical steps will include: setup entity, determine governance structure, reach a funding agreement with the Australian Government, undertake a market assessment, rollout model).	**Investigator** (Consultants, State/ Federal Government, RDA, RAMJO, RAI)	**Fee:** $200,000 to $500,000 **Internal Council FTE**: 0.5 to 1.0 FTE
2.2.2 Review of the local planning scheme and infrastructure planning in consideration of: • Focusing on efficient (i.e., intensified) use of limited flood-protected and less constrained land that leverages existing and future infrastructure to minimise costs of development. • Addressing constraints such as the limited water, power, and sewage capacity across some areas of Edward River, to support population expansion. • Review and refine Infrastructure Contributions policy and charging framework. • The majority (90% to 95%) of residential growth can/ should occur in Deniliquin, with flow-on growth to surrounding villages with suitable infrastructure. Only minor planning changes (e.g., locating/ zoning of LLR) are required to support this. • Streamline approvals processes and incentives to become a Council known as being developer friendly, where there are clear guidelines for acceptable outcomes/ levels of impact. • Approval of development of short-term workers accommodation by large companies on their own site (where suitable) to support periods of high industry activity, which can pivot into other uses.	**Investigator** (Local Community/ Private Enterprise)	Accounted for in Action 1.2.1

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
By End of Year 4		
2.3.1 Development of demand/ business cases and/ or preliminary impact assessments to advocate for the construction of workers accommodation for key industry workers, newly recruited professionals, and students in education/ health/ other services.	**Investigator** (Local Community/ Private Enterprise, Consultants, State/ Federal Government, RDA, RAMJO, RAI)	**Fee:** $100,000 to $300,000 **Internal Council FTE**: 0.5 to 1.0 FTE
2.3.2 Consideration of residential needs in the development of a Digital Infrastructure Plan.	**Planner** (Local Community, Private Enterprise, State/ Federal Government)	Accounted for in Action 1.3.3
By End of Year 10		
2.4.1 Monitoring and evaluation of market conditions (including skill needs) and refining of advocacy and investment attraction initiatives (every 5 years).	**Investigator** (Local Community/ Private Enterprise, Consultants)	Accounted for in Action 1.4.1
2.4.2 Development of high-level business cases for supporting infrastructure (water, sewer, electricity, ICT, etc.), to support efficient and effective land development	**Advocator** (State/ Federal Government, Private Enterprise)	Accounted for in Action 1.4.2
2.4.3 Assess the viability and consider opportunities for higher density residential developments in the CBD area.	**Investigator** (Local Community/ Private Enterprise, Consultants)	**Fee**: $150,000 to $250,000 **Internal Council FTE**: 1.0 FTE
Ongoing		
2.5.1 Roll out of the marketing program to promote Edward River as a place to live.	**Advocator** (Local Community, Private Enterprise, General Public)	**Fee:** $50,000 to $150,000 **Internal Council FTE**: 0.5 to 1.0 FTE
2.5.2 Advocacy to key project partners for public funding and private investment in priority projects, utilising evidence base comprised of demand/ business cases, masterplans and/ or preliminary impact assessments.	**Advocator** (State/ Government, Private Enterprise)	Accounted for in Action 1.5.3
2.5.3 Execution of infrastructure delivery program efficiently (on time, on budget) as funding becomes available.	**Advocator** (State/ Federal Government, Private Enterprise)	**Fee:** TBA **Internal Council FTE**:TBA

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Implementation

Care & Emergency Services

Overview

Objective: Deniliquin as a regionally significant centre for health, aged and disability care, and emergency services. Demand for these services will continue to be driven by population growth.

There are key opportunities to expand hospital services, health and allied services, disability care services (with a strong existing base), and provide aged care options for local residents beyond independent living.

There is also an opportunity for Deniliquin to support a regional emergency services precinct that is not only used in emergencies but provides a backbone service for the Riverina/ NSW.

Impact

Expansion of the health/ aged and disability care/ emergency services industry will support growth in Edward River through:

- Generating ongoing employment and training opportunities.
- Supporting a healthy resident population through increased access to services.
- Timely response to emergency situations through providing more permanent/ scalable emergency response facilities that can respond quickly to emergencies with supporting temporary accommodation & infrastructure.
- Enhancing quality of life for elderly residents.
- Retaining residents in their local area through the full continuum of care to curtail population loss to larger centres.

Implementation Plan

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
By End of Year 1		
3.1.1 Development of a business case and feasibility to form the evidence base to: • Support funding advocacy and investment attraction for the relocation of the hospital. • Investigate the viability of a private sector aged care (independent living, and short- and longer-term respite care and other higher care) health precinct.	**Investigator** (Local Community/ Private Enterprise, Consultants, State/ Federal Government, RDA, RAMJO, RAI)	**Fee:** $200,000 to $550,000 **Internal Council FTE**: <0.5 FTE
3.1.2 Refresh and refocus investment attraction: • Review of Investment Attraction Policy to target businesses aligned with health and aged care. • Development of Investment Attraction Program and forward budget (minimum 4 years).	**Planner** (Local/ External Private Enterprise, Consultants)	Accounted for in Action 1.1.3
3.1.3 Encouragement of collaboration between local businesses and local RTOs to provide training programs/ experiences to foster a local talent pool.	**Enabler** (Local Community/ Private Enterprise)	Accounted for in Action 2.1.2
By End of Year 2		
3.2.1 Review of the local planning scheme and infrastructure planning in consideration of: • The protection of the area along Macknight Drive as an Emergency Services Precinct for regional services and disaster response. • A staged medium to longer term relocation of the hospital outside of the town centre and the Probably Maximum Flood zone to support reactivation of the riverfront.	**Planner/ Advocator** (Local Community/ Private Enterprise/ State Government)	Accounted for in Action 1.2.1
By End of Year 4		
3.3.1 Development of demand/ business cases, feasibility studies and/ or preliminary impact assessments to form the evidence base to support funding advocacy and investment attraction for: • The continued rollout of the Edward River Aged Care Village (i.e., future stages). • Small health and allied care consulting space (such as mental health clinics, pediatric, general practitioners, dental, and First Nations dedicated services). • Facilities to support tele-health for specialist services. • Integrated community hub for health and childcare facilities.	**Investigator** (Local Community/ Private Enterprise, Consultants, State/ Federal Government, RDA, RAMJO, RAI)	**Fee:** $600,000 to $2.2 million **Internal Council FTE**: 1.0 to 2.0 FTE
3.3.2 Consideration of healthcare service needs in the development of a Digital Infrastructure Plan.	**Planner** (Local Community, Private Enterprise, State/ Federal Government)	Accounted for in Action 1.3.3

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
By End of Year 10		
3.4.1 Monitoring and evaluation of market conditions (including skill needs) and refining of advocacy and investment attraction initiatives (every 5 years).	**Investigator** (Local Community/ Private Enterprise, Consultants)	Accounted for in Action 1.4.1
3.4.2 Development of high-level business cases for supporting infrastructure (water, sewer, electricity, ICT, etc.), to support efficient and effective land development	**Advocator** (State/ Federal Government, Private Enterprise)	Accounted for in Action 1.4.2
Ongoing		
3.5.1 Execution of Investment Attraction Program.	**Advocator** (Private Enterprise)	Accounted for in Action 1.5.1
3.5.2 Advocacy to key project partners for public funding and private investment in priority projects, utilising evidence base comprised of demand/ business cases, masterplans and/ or preliminary impact assessments.	**Advocator** (State/ Government, Private Enterprise)	Accounted for in Action 1.5.3
3.5.3 Execution of infrastructure delivery program efficiently (on time, on budget) as funding becomes available.	**Advocator** (State/ Federal Government, Private Enterprise)	**Fee:** TBA **Internal Council FTE:**TBA

Note: Fees assume the work is undertaken by a consultant/ contractors (rather than Council internal resourcing). Internal Council FTEs represents the positions required to manage and oversee the works. Please note, these estimates are very high level and not indicative of detailed quotes. Council resources and deliverables subject to funding and budget allocations.

Agri-Business Expansion

Implementation

Overview

Objective: Expansion of the agri-business sector across Edward River to become a region which generates diverse agricultural products, agri-businesses, and value-add production activity.

Primary production could expand from a focus on rice, dairy, wheat, and livestock products to include niche and specialist farming including cotton products, CBD products (fibre and medicinal) as well as other annual, higher-value, and higher input production systems (which require large, albeit sometimes seasonal, workforces), including vegetables, cut flowers, herbs, vines, berries, and others. Other examples of agriculture value adding would be the development of carbon offsets. Agri-business activities developed should respond to broader agricultural trends and growth sub-sectors. Where processing does not take place on farms, they should be co-located at the proposed intermodal hub site, or in the other industrial zoned areas.

The Agri-Business Masterplan (released in 2019) should continue to be implemented, including fostering a culture that embraces new ideas, extracting more value from outputs, equipping people for a new normal, maximising water assets, attracting capital for growth, supporting business transition (including into agri-tech, food-tech, agriculture biotechnology, utilisation of farm management software), and inspiring confidence for the future. Value-add production activity could be attracted from businesses looking to relocate from Melbourne (to a more affordable area with strong connections to the Port of Melbourne).

Impact

Expansion of the agri-business industry will support growth in Edward River through:

- Generating ongoing employment opportunities through expansion of existing activities.
- Attracting new business and industry and associated employment opportunities.
- Increasing market opportunities for existing agricultural producers in the region.
- Diversifying risk through commodity differentiation.
- Increased agricultural education and training opportunities.

Implementation Plan

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
By End of Year 1		
4.1.1 Determine Council's position on water allocations and the associated advocacy agenda.	**Investigator** (Local Community/ Private Enterprise)	**Fee:** N/A **Internal Council FTE**: <0.25 FTE
4.1.2 Refresh and refocus of investment attraction: • Review of Investment Attraction Policy to target businesses aligned with the agribusiness masterplan. • Development of Investment Attraction Program and forward budget (minimum 4 years).	**Planner** (Local/ External Private Enterprise, Consultants)	Accounted for in Action 1.1.3
4.1.3 Encouragement of collaboration between local businesses and local RTOs to provide training programs/ experiences to foster a local talent pool, including the development of animal and livestock health training opportunities.	**Enabler** (Local Community/ Private Enterprise)	Accounted for in Action 2.1.2
By End of Year 2		
4.2.1 Review and update of the local planning scheme and infrastructure planning in consideration of: • Zoning of large lot residential (LLR) and industrial land to reduce potential for conflict. LLR growth should occur in areas of lower agricultural productivity and/ or with more fragmented lot patterns where agriculture is less viable. • Subdivision of industrial land at the airport with enabling infrastructure to provide additional (market-ready) land for agri-business. • Protection of the existing infrastructure at the airport from potentially conflicting development, including clear controls and mapping of the Obstacle Limitation Surface and residential noise contours to provide land for agri-business.	**Investigator** (Local Community/ Private Enterprise)	Accounted for in Action 1.2.1
By End of Year 4		
4.3.1 Encourage and support local businesses in setting up carbon offset trading, purchasing renewable energy, and developing appropriate energy infrastructure.	**Advocator** (Private Enterprise, NSW Farmers Association, Rice Growers Australia)	**Fee:** N/A **Internal Council FTE**: <0.25 FTE
4.3.2 Development of an options/ feasibility assessment to transition to lower water use/ demand for higher-value agricultural products and advocacy for funding for the infrastructure to help reshape these agricultural practices.	**Investigator, Advocator** (Local Community/ Private Enterprise, Consultants, State/ Federal Government)	**Fee:** $100,000 to $300,000 **Internal Council FTE**: 0.5 to 1.0 FTE
4.3.3 Develop an advocacy program to support the practical transition of agricultural activities towards best practice sustainable approaches.	**Advocator** (Private Enterprise, NSW Department of Agriculture, NSW Farmers Association, Rice Growers Australia)	**Fee:** $25,000 to $50,000 **Internal Council FTE**: <0.5 FTE

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
B End of Year 4 (Cont'd)		
4.3.4 Consideration of agribusiness needs in the development of a Digital Infrastructure Plan.	**Planner** (Local Community, Private Enterprise, State/ Federal Government)	Accounted for in Action 1.3.3
4.3.5 Encouragement and support for local agricultural producers to expand feedlots and dairies, and to better utilise existing grain and processing facilities to support increase value-add activities in the region (such as cereal production).	**Advocator, Planner** (Private Enterprise, NSW Farmers Association, Rice Growers Australia)	**Fee:** N/A **Internal Council FTE**: <0.25 FTE
By End of Year 10		
4.4.1 Investigation of the introduction of export services at the airport.	**Investigator** (Local Community/ Private Enterprise, Consultants)	**Fee:** $50,000 to $200,000 **Internal Council** FTE: 0.5 to 1.0 FTE
4.4.2 Monitoring and evaluation of market conditions (including skill needs) and refining of advocacy and investment attraction initiatives (every 5 years).	**Investigator** (Local Community/ Private Enterprise, Consultants)	Accounted for in Action 1.4.1
4.4.3 Development of high-level business cases for supporting infrastructure (water, sewer, electricity, ICT, etc.).	**Advocator** (State/ Government, Private enterprise)	Accounted for in Action 1.4.2
Ongoing		
4.5.1 Commit to the support and implementation of the agribusiness masterplan.	**Planner, Enabler, Investigator, Advocator** (as per Agribusiness Masterplan)	As per agribusiness masterplan.
4.5.2 Execution of Investment Attraction Program.	**Advocator** (State/ Federal Government, Private Enterprise)	Accounted for in Action 1.5.1
4.5.3 Marketing of the Investment Attraction Policy to potential relocating businesses and how to work with Council to relocate.	**Advocator** (Private Enterprise)	**Fee:** $50,000 to $150,000 **Internal Council FTE:** 0.5 to 1.0 FTE
4.5.4 Advocacy to key project partners for public funding and private investment in priority projects, utilising evidence base comprised of demand/ business cases, masterplans and/ or preliminary impact assessments.	**Advocator** (State/ Government, Private Enterprise)	Accounted for in Action 1.5.3
4.5.5 Execution of infrastructure delivery program efficiently (on time, on budget) as funding becomes available.	**Advocator** (State/ Federal Government, Private Enterprise)	**Fee:** TBA **Internal Council FTE**:TBA

Note: Fees assume the work is undertaken by a consultant/ contractors (rather than Council internal resourcing). Internal Council FTEs represents the positions required to manage and oversee the works. Please note, these estimates are very high level and not indicative of detailed quotes. Council resources and deliverables subject to funding and budget allocations.

Manufacturing & Intermodal Hub

Overview

Objective: Establishment of a co-located manufacturing and intermodal hub in Deniliquin for the broader South-Western NSW region that connects Albury-Wodonga, Wagga Wagga and surrounds to Northern Victoria, particularly Echuca, Bendigo, and Ballarat, and further to the port of Melbourne.

The Deniliquin Manufacturing and Intermodal Hub would expand on the existing Caruso Brothers Transport site, leveraging the connections to Cobb Highway, the Deniliquin railhead, the proposed ring road realignment, and nearby airport. The existing site has good access to the Cobb Highway and 1.16km frontage to the railway line, providing potential to be used as a rail siding. The EnergyConnect project (currently in development by TransGrid and ElectraNet) will support the Manufacturing and Intermodal Hub through more reliable and higher-capacity electricity. This will further support Council's position to focus on decarbonisation, through attraction of renewable energy projects supporting industry activity (such as that occurring at the hub).

Intermodal hubs are typically dedicated to transporting freight between different modes of transport, with warehousing capabilities. This, co-located with processing and packaging activities, would provide a critical transport and logistics function to the South-Western NSW region.

The intermodal terminal would attract an array of businesses, including agri-businesses, manufacturing/ processing, packaging, storage/ warehousing/ refrigeration, and waste to energy (utilising agricultural waste and wood waste to convert to renewable energy and/ or an anaerobic digester facility). Once the region is producing more value-added agricultural activity, there may be opportunities to export manufactured product via air transport.

Impact

The manufacturing and intermodal hub will support growth in Edward River through:

- Generating ongoing employment opportunities.
- Attracting business/ industry.
- Providing critical and enabling transport and logistics infrastructure.
- Providing efficiencies for businesses (incl. reduced freight and transport costs).
- Diversifying the local employment base and reliance.

Implementation Plan

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
By End of Year 1		
5.1.1 Refresh and refocus of investment attraction: • Review of Investment Attraction Policy to target businesses aligned with the objectives. • Develop Investment Attraction Program and forward budget (minimum 4 years).	**Planner** (Local/ External Private Enterprise, Consultants)	Accounted for in Action 1.1.3
5.1.2 Support for the development of the evidence base for funding advocacy and investment attraction through: • Development of a business case for a ring road realigning the highway to bypass the Deniliquin town centre, improving road transport efficiency and town amenity. • Update of the airport master plan with expansion/ upgrade of the existing sealed airport runway for slightly larger aircrafts, to support funding advocacy and investment attraction.	**Investigator** (Local Community/ Private Enterprise, Consultants, Department of Regional NSW, Transport for NSW, RDA, RAMJO, RAI)	**Fee:** $300,000 to $1.1 million **Internal Council FTE**: 0.5 to 1.0 FTE
5.1.3 Encourage collaboration between local businesses and local RTOs to provide training programs/ experiences to foster a local talent pool.	**Enabler** (Local Community/ Private Enterprise)	Accounted for in Action 2.1.2
By End of Year 2		
5.2.1 Review and update of the local planning scheme and infrastructure planning in consideration of: • Protection of existing industrial areas and maintain a buffer from residential areas to maintain 24/7 operations. • Appropriate zoning for medium to larger industrial operations (considering a 50m to 100m buffer to the railway line) and maintenance of ease of access. • Supporting expansion of industrial and related development around the airport. • Review potential rezoning of Zone R1 Residential Crown land north of Mulwala Canal/ south of Cobb Highway to a suitable employment zone and engage with Crown for future business growth.	**Planner** (Local Community/ Private Enterprise)	Accounted for in Action 1.2.1
By End of Year 4		
5.3.1 Develop demand/ business cases, masterplans and/ or preliminary impact assessments to form the evidence base to support funding advocacy and investment attraction for: • Associated road/ rail intermodal infrastructure for the hub to load freight on the active railway. • Road connection between Macknight Drive and Saleyards Road via Wright Bros Drive for alternative access to/ from the airport and to open up land north of the airport for industrial growth. • Biowaste to energy facility and/ or recycling facilities manage hub waste. • Potential sites for renewable energy within the Edward River region.	**Investigator** (Local Community/ Private Enterprise, Consultants, Department of Regional NSW, Transport for NSW, RDA, RAMJO, RAI)	**Fee:** $450,000 to $1.7 million **Internal Council FTE**: 1.0 to 2.0 FTE

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
By End of Year 4, cont.		
5.3.2 Consideration of manufacturing and intermodal service needs in the development of a Digital Infrastructure Plan.	**Planner** (Local Community, Private Enterprise, State/ Federal Government)	Accounted for in Action 1.3.3
5.3.3 Advocate to NSW/ Victorian Governments to improve rail services to Edward River.	**Advocator** (State/ Federal Government, Private Enterprise)	**Fee:** $50,000 to $120,000 **Internal Council FTE**: 0.5 to 1.0 FTE
By End of Year 10		
5.4.1 Monitoring and evaluation of market conditions (including skill needs) and refining of advocacy and investment attraction initiatives (every 5 years).	**Investigator** (Local Community/ Private Enterprise, Consultants)	Accounted for in Action 1.4.1
5.4.2 Development of high-level business cases for supporting infrastructure (water, sewer, electricity, ICT, etc.).	**Advocator** (State/ Federal Government, Private Enterprise)	Accounted for in Action 1.4.2
Ongoing		
5.5.1 Execution of Investment Attraction Program.	**Advocator** (Private Enterprise)	Accounted for in Action 1.5.1
5.5.2 Advocacy to key project partners for public funding and private investment in priority projects, utilising evidence base comprised of demand/ business cases, masterplans and/ or preliminary impact assessments.	**Advocator** (State/ Federal Government, Private Enterprise)	Accounted for in Action 1.5.3
5.5.3 Execution of infrastructure delivery program efficiently (on time, on budget) as funding becomes available.	**Advocator** (State/ Federal Government, Private Enterprise)	**Fee:** TBA **Internal Council FTE**:TBA
5.5.4 Attraction of and support for the development and uptake of renewable energy locally, with a vision of moving towards net-zero emissions.	**Advocator** (State/ Federal Government, Private Enterprise)	**Fee:** N/A **Internal Council FTE**: <0.5 FTE

Note: Fees assume the work is undertaken by a consultant/ contractors (rather than Council internal resourcing). Internal Council FTEs represents the positions required to manage and oversee the works. Please note, these estimates are high level and not indicative of detailed quotes. Council resources and deliverables subject to funding and budget allocations.

Education, Training & Research

Overview

Objective: Education, training, and research offerings that meet the needs of the local youth and local industry (agribusiness, aviation, transport/ logistics, construction, healthcare, etc.) and leverage the diversity of the region.

Edward River Council recognises the pivotal role of a robust and continually evolving education and training sector in fostering sustained growth. The education and training offering should be inclusive of diverse user groups, such as those with disabilities and the Indigenous community (with existing success in local organisations providing education and training program dedicated to Indigenous communities). The offering should also be supported by investment in early childhood education, which directly influences workforce participation/ attraction outcomes as well as educational outcomes.

Key opportunities include supporting alignment of TAFE courses to local and future industry employment needs, facilitating the Country Universities Centre development on the TAFE site, attracting another secondary school and teachers, offering more education opportunities (such as exchange programs), and connecting registered training providers (RTOs) to industry for educational purposes. There should be a focus on ensuring there are accessible pathways for people living with disabilities/ disadvantages to find meaningful employment opportunities.

Further opportunities exist for the region to leverage its diverse agricultural and natural assets to collaborate with universities on research programs in areas that would benefit the region (i.e., flood management, solar/ energy, efficient design for affordable regional construction, community space activation, etc.). Research programs should focus on areas of research that benefit and set the Edward River apart (e.g. flood management, efficient design for regional construction, activation of community spaces, renewable energy, etc)

Impact

Expansion of education, training and research activities will support growth in Edward River through:

- Providing education and career pathways for residents, aligned to the local economy & future demand.
- Enhancing liveability, supporting residential retention and attraction, particularly of younger and working age groups.
- Generating increased quantity of/ access to employment opportunities, improving attraction/ participation outcomes.
- Improved educational outcomes in the form of increased high school completion rates and attainment of non-school qualifications.
- Fostering innovation and knowledge sharing for synergies that have economic multipliers.

Implementation Plan

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
By End of Year 1		
6.1.1 Development of demand/ business cases, feasibility studies and/ or preliminary impact assessments to form the evidence base to support funding advocacy and investment attraction for a Country Universities Centre at Deniliquin on the TAFE Site (in collaboration with supporting universities, such as Charles Sturt University).	**Investigator** (Local Community/ Private Enterprise, Consultants, State/ Federal Government, RDA, RAMJO, RAI, TAFE)	**Fee:** $200,000 to $500,000 **Internal Council FTE**: 0.5 to 1.0 FTE
6.1.2 Investigation of the need for additional early childcare facilities, worker housing, and expansion of vocational education for early childhood workers (such as the Country University Campus).	**Investigator** (Local Community/ Private Enterprise, Consultants, State/ Federal Government, RDA, RAMJO, RAI, TAFE)	**Fee:** $200,000 to $500,000 **Internal Council FTE**: 0.5 to 1.0 FTE
By End of Year 2		
6.2.1 Review of the local planning scheme and infrastructure planning in consideration of the optimal positing of education facilities near existing urban areas to leverage existing infrastructure and services, such as roads, water, sewerage and waste services, public transport and other social/ community infrastructure and activation precincts.	**Planner** (Local Community/ Private Enterprise)	Accounted for in Action 1.2.1
By End of Year 4		
6.3.1 Regular collaboration with TAFE and local industry to review courses to ensure they are matched to local employment needs.	**Advocator** (TAFE, Private Enterprise, Local Community)	**Fee:** $50,000 to $150,000 **Internal Council FTE**: <0.5 FTE
6.3.2 Investigations and advocacy to make it easier for Victorian border residents to attend TAFE in NSW	**Advocator** (State/ Federal Government, RDA, RAMJO, RAI)	**Fee:** $50,000 to $150,000 **Internal Council FTE**: <0.5 FTE
6.3.3 Development of demand/ business cases, feasibility studies and/ or preliminary impact assessments to form the evidence base to support funding advocacy and investment attraction for: • Flight/ pilot training centre/ academy at the airport. • Additional secondary school. • Consider upgrade of a local secondary school to an Agri Tech Centre of Excellence or development of a tertiary campus.	**Investigator/ Advocator** (Local Community/ Private Enterprise, Consultants, State/ Federal Government, RDA, RAMJO, RAI)	**Fee:** $450,000 to $1.5 million **Internal Council FTE**: 1.0 to 2.0 FTE
6.3.4 Support the delivery of a range of educational materials/ services/ programs to enhance local knowledge and understanding on environmental issues and concerns, as well as local First Nations history and culture. Educational offering should be accessible and inclusive of the whole community, including the disadvantaged and First Nations.	**Enabler** (Local Community/ Private Enterprise)	**Fee**:$10,000 to $30,000 **Internal Council FTE**: <0.5 FTE

Actions	Council's Role (Implementation Partners)	Resourcing (Indicative Only)
By End of Year 4, cont.		
6.3.5 Consideration of educational needs in the development of a Digital Infrastructure Plan.	**Planner** (Local Community, Private Enterprise, State/ Federal Government)	Accounted for in Action 1.3.3
6.3.6 Advocate for upgrades to Deniliquin High School. To ensure upgrades are performed to the greatest effect, a review should be undertaken to determine the facilities, equipment and resources most in-need of upgrades.	**Advocator** (State/ Federal Government, Private Enterprise, Consultants)	**Fee:** $50,000 to $100,000 **Internal Council FTE**: 0.25 to 0.5 FTE
6.3.7 Assess the potential for a Charles Sturt University agricultural campus in Deniliquin through developing an evidence base (businesses case/ feasibility study).	**Advocator** (Charles Sturt University, State/ Federal Government, Private Enterprise, Consultant)	**Fee**: $250,000 to $500,000 **Internal Council FTE**: 0.25 to 0.5 FTE
6.3.8 Collaborate with Latrobe University and Charles Sturt University to deliver a program where recent education and health graduates are placed into schools and health services across Edward River.	**Enabler** (Latrobe University, Charles Sturt University, State / Federal Government)	**Fee**:$10,000 to $30,000 **Internal Council FTE**: <0.5 FTE
By End of Year 10		
6.4.1 Identification of the priority research areas for the local region, and work with research institutions to develop PhD and Masters programs that enhance knowledge around local needs, issues, and opportunities.	**Investigator** (RAMJO, RAI, RDA, State/ Federal Government, Private Enterprise, Local Community)	**Fee:** $100,000 to $300,000 **Internal Council FTE**: 0.5 to 1.0 FTE
6.4.2 Monitoring and evaluation of market conditions (including skill needs) and refining of advocacy and investment attraction initiatives (every 5 years).	**Investigator** (Local Community/ Private Enterprise, Consultants)	Accounted for in Action 1.4.1
6.4.3 Development of high-level business cases for supporting infrastructure (water, sewer, electricity, ICT, etc.), to support efficient and effective land development.	**Advocator** (State/ Federal Government, Private Enterprise)	Accounted for in Action 1.4.2
Ongoing		
6.5.1 Advocacy to key project partners for public funding and private investment in priority projects, utilising evidence bases comprised of demand/ business cases, masterplans and/ or preliminary impact assessments.	**Advocator** (State/ Government, Private Enterprise)	Accounted for in Action 1.5.3
6.5.2 Execution of infrastructure delivery program efficiently (on time, on budget) as funding becomes available.	**Enabler/ Advocator** (State/ Federal Government, Private Enterprise)	**Fee:** TBA **Internal Council FTE**:TBA

Note: Fees assume the work is undertaken by a consultant/ contractors (rather than Council internal resourcing). Internal Council FTEs represents the positions required to manage and oversee the works. Please note, these estimates are very high level and not indicative of detailed quotes. Council resources and deliverables subject to funding and budget allocations.

Our Commitment

Resourcing

We will commit to securing funding through State and Federal avenues, the private sector, partnerships, collaborations, and mergers for building the evidence base as well as the internal resources to successfully execute the plan. High level estimates of the resources required to execute this plan are as follows:

- Funding required to plan, implement, and achieve the opportunities is between **$575 million and $1.4 billion**, including:
  - **Tourism & Events:** Based on $0.5 to $1.0 million in evidence base building/ planning, and the remainder in tourism infrastructure development (i.e., 2 to 8 tourism developments at an average cost of $2.5 million each).
  - **Residential Construction & Affordable Housing:** Based on $0.5 to $1.0 million in evidence base building/ planning, and the remainder in residential development (i.e., development of between 260 (interim planning) and 580 (ultimate goal) affordable houses, or 10% of required dwelling development, at $500,000 each).
  - **Care & Emergency Services:** Based on $0.5 to $3.0 million in evidence base building/ planning, and the remainder in infrastructure development (i.e., hospital, aged care precinct, future Edward River Aged Care Village stages, etc.).
  - **Agribusiness Expansion:** Based on up to $0.5 million in evidence base building/ planning, and the majority (remainder) in infrastructure development/ construction.
  - **Manufacturing & Intermodal:** Based on $1 million to $6 million in evidence base building/ planning, and the majority (remainder) in infrastructure development/ construction).
  - **Education, Training & Research:** Based on $0.5 to $2.5 million in evidence base building/ planning, and the remainder in infrastructure development (i.e., training centres, university hub, agri tech centre of excellence, etc.).
- Internal Council staff to support the delivery and implementation as outlined is between **5 to 15 FTE** annually.

Monitoring

Council is committed to the delivery and success of Edward River 2050 and welcomes the support of all collaborators and partners throughout this process.

Monitoring and reporting is a key element of the IP&R framework. Council uses a variety of tools to report back to our community about our progress, implementation, and financial performance.

Edward River 2050 will be implemented through Council's **4-Year Delivery Program** and each **Annual Operational Plan**, which outlines the activities and actions that are the responsibility of Council in achieving our shared vision.

To monitor our progress, we will incorporate updates on Edward River 2050 to our existing progress reporting in the:

- **Delivery Program Progress Reports:** Every six months, Council prepares a report detailing our progress in achieving the principal activities detailed in the Delivery Program.
- **Annual Report:** Within five months of the end of each financial year, Council prepares an Annual Report, which includes a copy of our audited financial reports. The Annual Report details our progress in implementing the Delivery Program and the activities we have undertaken to deliver on the objectives of the Community Strategic Plan.

Edward River 2050 will also be reviewed and refreshed every four years in line with Council's operational cycles. This provides an opportunity to ensure implementation plans/ actions are still relevant, take into consideration new opportunities, and are aligned with the longer-term vision.

Long-Term Growth Measures

Achievement of the broader growth targets of Edward River 2050 will be monitored throughout delivery. These growth measures provide an indication of the success of Edward River 2050 in the longer term and can be supported by all of Council's collaborators and partners.

We will have been successful when we have arrested the population decline and achieve regular and consistent population growth. Population and dwelling growth targets have been identified at four yearly intervals for the three growth scenarios. These scenarios represent aspirational targets for our community that should be planned for and invested in to realise enhanced economic and liveability outcomes for all. To meet these growth targets the region needs an average of between 190 (interim planning goal) and 450 (ultimate goal) additional people every year and an average of between 110 (interim planning goal) and 240 (ultimate goal) additional dwellings each year to 2050. Due to the nature of the growth plan, greater growth is required in the later years compared to earlier in the projection horizon.

Review Year	2025	2028	2032	2036	2040	2044	2048	2050	Change (2024 to 2050)
Arresting The Decline									
Population (No.)	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	-
Dwellings (No.)	3,900	4,000	4,100	4,100	4,200	4,200	4,200	4,200	300
Visitors ('000s)	224	224	224	224	224	224	224	224	-
Setting The Platform For Growth									
Population (No.)	8,500	9,050	9,700	10,400	11,150	11,950	12,850	13,300	4,800
Dwellings (No.)	3,900	4,300	4,700	5,100	5,500	5,900	6,400	6,600	2,700
Annual Dwelling Requirement (No.)	-	400	400	400	400	400	500	200	-
Visitors ('000s)	224	232	243	254	267	280	293	300	77
Investing In & Delivering Growth									
Population (No.)	8,500	9,650	11,000	12,550	14,300	16,300	18,550	19,800	11,350
Dwellings (No.)	3,900	4,600	5,300	6,100	7,100	8,100	9,200	9,800	5,900
Annual Dwelling Requirement (No.)	-	700	700	800	1,000	1,000	1,100	600	-
Visitors ('000s)	224	243	272	304	340	380	426	450	227

Other growth measures that should be monitored for improvements overtime include gross regional product, jobs, educational outcomes, business counts, building approvals, homelessness rates, innovation, and infrastructure development.

Note: The above growth is indicative (only) of the growth path that will need to be realised to achieve the interim planning and ultimate goal by 2050. The primary goal is to arrest the projected population decline. Population growth above 8,500 residents should be considered a successful outcome from proactive action. The scenario where the population decline is arrested may still require dwelling growth, due to changes in preferences of household structures and declining average household size.

Acknowledgements

We would like to acknowledge and thank all contributors and stakeholders involved in the development of Edward River 2050.

In particular:

- Community members/ groups
- Local business representatives (including Sefton's)
- Committee representatives (Arts and Culture, Growth Strategy Project Advisory)
- Edward River Councillor
- Executive Leadership Team
- Council staff
- Murray Regional Tourism
- RAMJO
- Regional Australia Institute
- Department of Regional NSW
- RDA Murray
- Project Control Group

This strategy has been developed with the support of the community, who have provided a broad range of feedback. Whilst some of this feedback is not included into the final documentation of the strategy, all community input is and will continue to be deeply valued by Council, and we ensure that it will be utilised to inform future project development, strategic positioning, and implementation.

Visualising Success

For Our Community





Whole of Community Strategy

Edward River 2050 is more than just a vision; it is a collective commitment to shaping the bright future of our region.

The participation of our community has been a vital part of the formation of Edward River 2050 over the past few years, commencing during the development of the 'Our Region, Your Say' Community Consultation Report (2021). The continued participation of the community will be critical to its successful implementation and to the success of our broader goals.

Want To Invest?

Edward River Council is the first point of contact if you are considering purchasing, relocating, or establishing a new business in Edward River.

Whether you need advice on how to start a new business, connections with businesses in your industry, or would like to understand how else Council can support you, we are here to help.

POLICY VERSION CONTROL			
Policy Title	Edward River 2050		
Date Endorsed/ Adopted			
Council Minute Number			
Responsible Officer	Chief Executive Officer		
Version Number	Modified By	Modification Made	Date and Resolution Number
Next Revision			

Edward River COUNCIL

Content developed by AEC Group Pty Ltd.

For more information, please contact:

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11.9. SOUTHERN RIVERINA DROUGHT RESILIENCE PLAN UPDATE

Author: Manager Community & Economy

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council receive and note the September update on the Southern Riverina Drought Resilience Plan Project Control Group Project Plan.

COMMUNITY STRATEGIC PLAN

2. Natural environments: Respected and healthy natural environments

2.1 Water Policy

2.3 Climate Change Response

2.4 Disaster Risk Reduction

4. Economy: Strong, Diverse and Sustainable

4.1 Agriculture and Industry Value - add sector development

BACKGROUND

The Southern Riverina Drought Resilience Plan (SRDRP) is a regional initiative designed to strengthen community and industry preparedness for future drought events. Coordinated by the Western Murray Land Improvement Group (WMLIG) in partnership with local councils, producer organisations, government agencies, and research partners, the program delivers a range of projects focused on water management, climate adaptation, agricultural wellbeing, community capacity building, and market development.

Through its Project Control Group, the SRDRP provides regular updates on progress against key deliverables. These updates track milestones, highlight risks, and ensure that partner organisations remain aligned in their efforts to build resilience across the Southern Riverina region.

PROPOSAL/DISCUSSION

Council has received the September 2025 Project Plan update for the Southern Riverina Drought Resilience Plan (SRDRP) Project Control Group. The update has been provided by Roger Knight, Executive Officer & Landcare Coordinator at Western Murray Land Improvement Group (WMLIG), who is coordinating delivery across regional partners.

The update outlines progress against key deliverables, including the Regional Water Bank Project, Climate Change Coordination, devolved funding activities, ESG/Environmental Market Prospectus, Agricultural and Wellness Coordination, Community Foundation establishment, and the Murray Region Food Producers Group. Each deliverable is reported against milestones, with status ratings identifying areas of progress and those requiring further action.

A copy of the full Project Plan update is attached for Council's information.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

N/A

6.2 Financial

The SRDRP is fully funded through Commonwealth drought resilience grant funding.

6.3 Community Engagement/Consultation

N/A

6.4 Work Health and Safety

N/A

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

Southern Riverina Drought Resilience Plan September Update.

Attachment 1 - Project Plan Update

SRDRP Project Control Group - Project Plan Update

The following is summary table outlining project progress with reference to accomplishments, future activities, issues and project status rating

Green light – Project is continuing as expected.
Amber light – Project is at risk of deviating from Project Plan, Deliverables or Milestones and corrective action is needed to ensure Project stays on target.
Orange light - Project has deviated from the Project plan, Deliverables or Milestones to some extent and requires amendment before 'amber or green light' is reinstated.
Red - Project has deviated from the applicable Project plan, Deliverable or Milestones to a major extent and is unable or unlikely to be corrected.

Deliverable	Summary	Project status summary	Project status rating
Regional Water Bank Project Officer:	WMLIG planning – engage with Rice Growers Association / Murray Irrigation Limited	Information sent to RGA and MIL for pre reading considerations. RGA have reached out to Ron McCalman (RGA) to line up meeting – no response to date	
Regional Climate Change Co-ordinator:	Monthly meeting with SRDRP Council representatives, conduct actions as per RCCC position description activities	Planning for initial stakeholder meeting with delivery partners and others for networking, co-design and information sharing	
Devolved funding for capacity building activities / needs analysis surveys:	Finalise invoicing and payments to delivery partners for devolved funding activities. Conduct event activity planning with delivery partners based on drought resilient initiatives, and previous work on drought resilience (Preparing with Hindsight and Early Insights for More Resilient Communities). Develop standardised survey to cover pre & post learning. Review CSIRO SRDRP feedback and	Engagement of all regional Landcare and producer group, government agency, University / Drought Hub reps Agenda completed / Schedule of attendance session 17th & 18th June 2025 Tooleybuc No payment due to hold	

Deliverable	Summary	Project status summary	Project status rating
	plan with Councils and delivery partner		
ESG / Environmental Market Prospectus:	Finalise invoicing and payments to Murry Landcare Collecting ($1,000 each x 6 groups) delivery partners for co-design of marketing material with a marketing company.	Murray Land Inc., agencies, researchers etc. engage for discussion of co design and principle Scheduled meeting to continue evolution of ESG ESG developer engaged for facilitation Marketing company engage for production	
RGA Agricultural and Wellness Co-ordinator:	Invoice generated and payment made to RGA to plan / initiate meetings and surveys	No invoice generated – awaiting funds. Planning has commenced for reinstatement with group. WMLIG has achieved approval for RDA Murray involvement. RGA have started planning with Edward River Council and a small cluster group for Town Hall meeting followed by roll out to Berrigan.	
Regional Community Foundation Project Officer and Infrastructure:	Conduct planning meetings and provision of Community Foundation information to communities withing Southern Riverina DRP footprint.	Community Foundations Australia (CFA) conference call completed – designated CFA support officer appointed (Dylan Smith) Project Officer appointed	

Deliverable	Summary	Project status summary	Project status rating
		Awaiting legal documentation for registration and continuation of registration Further research in regional hub to continue Marketing and conceptual designs underway with external party	
Murray Region Food Producers Group Co-ordinator:	Conduct planning meetings and provision of information to communities within Southern Riverina DRP footprint. Investigate online trading platforms and report on pros and cons. Investigate transport and logistics.	Project Officer appointed. Producers Matrix, questionnaire and participants generate Producer interview planning On-line sales platform review in process Cost matrix under review Marketing development has commence for branding and promotion Conceptual designs under construction and with external party	

12. REPORTS FOR NOTING

12.1. ANNUAL RETURN OF INTERESTS

Author: Executive Assistant

Authoriser: Director Corporate Services

RECOMMENDATION

That Council

1. Notes the Councillors' and designated persons' returns of interests for FY2024-2025 (Attachment 1).
2. Notes the returns of interests will be published on Council's website in accordance with the requirements of the *Government Information (Public Access) Act 2009,* the *Government Information (Public Access) Regulation 2009* and guidelines issued by the NSW Information Commissioner.
3. Confirms that the Related Party Declaration Forms for Key Management Persons has been tabled, and notes that this folder will be kept at Council.

COMMUNITY STRATEGIC PLAN

5. Leadership: Accountable Civic Leaders

5.6 Good Corporate Governance

BACKGROUND

Under the Model Code of Conduct for Local Councils in NSW, certain council officials are required to disclose their personal interests in publicly available returns of interests. These provisions are replicated in Council's Code of Conduct.

These operate as a key transparency mechanism for promoting community confidence in council decision making, whether by councillors or by staff or others under delegation.

PROPOSAL/DISCUSSION

Councillor and designated persons must complete and lodge a return of interests.

Designated persons include:

1. the Chief Executive Officer

2. senior staff (that is, Directors and Managers),

3. members of the Audit, Risk and Improvement Committee, and

4. staff, delegates of council or members of committees who the council identify as exercising functions that could give rise to a conflict of interest.

Councils must make all returns of interests publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and guidelines issued by the NSW Information Commissioner.

The Information Commissioner has issued Information Access Guideline 1 in relation to the publication of information contained in returns of interests. Guideline 1 states that Councillors' and designated persons' returns of interests must be made publicly available free of charge on councils' websites, unless there is an overriding public interest against disclosure of the information contained in them or to do so would impose unreasonable additional costs on the council.

It is open to councils to redact information from returns of interests (eg a person's signature and residential address) when publishing returns on their websites where there is an overriding public interest against the disclosure that information.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

The Model Code of Conduct for Local Councils in NSW requires Councillors and designated persons to disclose their personal interests in publicly available returns of interests.

- The Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and guidelines issued by the NSW Information Commissioner require Council to publish the returns on Council's website.

6.4 Work Health and Safety

By redacting personal information we will ensure the health and safety of our people.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

1. Returns of Interests - Tabled in hard copy.
2. Related Party Declaration Forms - Tabled in hard copy.

12.2. 2024/25 CARRYOVER PROJECTS

Author: Manager Finance

Authoriser: Director Corporate Services

RECOMMENDATION

That Council

1. Note carryover of expenditure and funding from 2024-25 into the current financial year 2025-26, as detailed in attachment one.

COMMUNITY STRATEGIC PLAN

3. Built Environment: Liveable Built Environments

3.1 Infrastructure

4. Economy: Strong, Diverse and Sustainable

4.3 Business Development, Promotion and Entrepreneurship

4.7 Transport Networks

5. Leadership: Accountable Civic Leaders

5.5 Communication and Engagement

5.6 Good Corporate Governance

BACKGROUND

The Local Government (General) Regulation 2021 s211(3) states that all approvals of expenditure and votes of money to meet that expenditure lapse at the end of the financial year, except for works, services, goods and materials or facilities already started or contracted to be carried out or to be provided before the end of the year concerned. Any works, services, goods and materials or facilities 'not started' that Council consider needs completing then those items need to be revoted into the new year budget by Council.

PROPOSAL/DISCUSSION

The attachment to this report lists the projects for the 2024-2025 financial year, which as at 1 July 2025, were still a work in progress and are hence required to be carried over into the current financial year, 2025-26.
Operational carryovers of $856k consist of Flood works ($694k), Internal Audit Services ($26k), financial accountant contractor ($74) and the Growth Management Strategy ($62k). Capital carryovers come to an approximate total of $4.94m, General Fund ($2.3m), Water Fund ($1.5m), Sewer Fund ($128k) and Waste Fund ($124k).

RISK AND IMPLICATIONS

6.1 Legislative and Policy

The Local Government (General) Regulation 2021

6.2 Financial

Is this currently budgeted? *yes.*

6.3 Community Engagement/Consultation

N/A

6.4 Work Health and Safety

N/A

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

Attachment 1 - 2024-25 Carryovers Summary

Attachment 2 - 2024-25 Carryovers detail

Attachment 1 - 2024-25 Carryovers Summary

Carryovers

from 2024/25 to 2025/26

Operating	856,059.68
Capital	4,936,950.20
Total Carryovers	**5,793,009.88**

Service Area - Operating	
Risk Management	26,350.00
Emergency Management	693,524.00
Economic Development and Business Support	61,559.08
Finance	74,626.60
Total Service Area - Operating	**856,059.68**

Service Area - Capital	
Visitor Services, Gallery and Museum	578,069.18
Facilities	935,682.06
Cemeteries	21,063.18
Flood Mitigation and Drainage	390,029.00
Library Services	33,485.54
Deniliquin Town Hall	203,791.38
Open Spaces	296,071.37
Footpaths and Pathways	39,849.90
Airport	21,322.57
Roads, Kerbs and Gutters	622,631.00
Water Supply	1,542,735.59
Sewer Supply	128,286.33
Waste Services	123,933.10
Total Service Area - Capital	**4,936,950.20**

Total Services	**5,793,009.88**

Funding Sources	
Grant	1,698,417.56
Water Fund	1,542,735.59
Sewer Fund	128,286.33
Waste Fund	123,933.10
Unrestricted Cash	2,299,637.30
Total Funding	**5,793,009.88**

Attachment 2 - 2024-25 Carryover detail(1)

PJ Ledger Number	PJ Name	Works Project Number	Works Project Description	Adopted Budget by Ledger/Project 24/25	Actual Spend by Ledger 24/25	Remaining Budget by Ledger	Funding Source	Funding Amount for Carryover
100715	C - Peppin Heritage Centre Upgrade SCCF R5	101100	SCCF R5 - Peppin Heritage Centre	704,285.91	126,216.73	578,069.18	Grant	578,069.27
160440	C - Council Buildings	101237	Sextons Hut Amenities	40,000.00	2,700.00	37,300.00	General Revenue	
160440	C - Council Buildings	101127	Depot Emulsion Tank	90,000.00	9,666.00	80,334.00	General Revenue	
160440	C - Council Buildings	101060	Airport Residence	573,000.00	328,296.00	244,704.00	General Revenue	
160440	C - Council Buildings	101062	PHC Museum Flooring	170,000.00	124,406.00	45,594.00	General Revenue	
160440	C - Council Buildings	101104	AED Install	30,000.00	20,984.00	9,016.00	General Revenue	
160613	Capital - Cemetery Works			30,000.00	8,936.82	21,063.18	General Revenue	
160630	C - Stormwater Drainage	101130	Lagoon SW System Upgrade	250,000.00	1,761.00	248,239.00	General Revenue	
160630	C - Stormwater Drainage	101226	Major Overland Flow Flood Study	150,858.00	9,068.00	141,790.00	Grant	125,715.00
170029	C- Local Priority Grant			66,852.21	33,366.67	33,485.54	Grant	33,485.54
170098	Town Hall fitout - SCCF R5	101099	SCCF R5 - Town Hall Revitalisation	225,884.97	22,093.59	203,791.38	Grant	203,791.38
170503	C - Open Space Projects	101075	OSR 24/25 - Riverbank Stabilisation	35,000.00	4,774.64	30,225.00	General Revenue	
170503	C - Open Space Projects	101076	OSR 24/25 - Open Space Strategy	200,000.00	19,535.48	180,465.00	General Revenue	
170503	C - Open Space Projects	101072	OSR 24/25 - Waring Gardens Lighting	50,000.00	28,451.61	21,549.00	General Revenue	
170609	C - Oval Upgrades	101002	SCCF R4 Lighting Deni & Blighty Reserves	75,074.22	11,241.85	63,832.37	Grant	63,832.37
170683	Capital - Swim Centre Facilities Refurbishment		DSC Masterplan	35,000.00		35,000.00	General Revenue	
170683	Capital - Swim Centre Facilities Refurbishment	101128	OSR 24/25 - DSC Refurbishment	665,000.00	181,265.94	483,734.06	General Revenue	
190664	Footpath Renewals	101125	ROAD 24/25 - Footpath Renewal	281,879.05	242,029.15	39,849.90	General Revenue	
190669	C - Airport Buildings			50,000.04	28,677.47	21,322.57	General Revenue	
190718	Capital - Local Roads	101124	ROAD 24/25 - LR Recon Murgha Windouran	100,000.00	2,500.00	97,500.00	General Revenue	
190718	Capital - Local Roads	101122	ROAD 24/25 - LR Recon Fowler St	560,000.00	34,869.00	525,131.00	General Revenue	
200500	Water Treatment Plant - Upgrade Works	101146	WATER 24/25 - WTP Upgrade	1,318,451.88	599,909.89	718,541.99	Water Fund	718,541.99
200515	Pump Upgrades and replacements	101084	WATER 24/25 - Wanganella Pump	117,097.68	74,882.86	42,214.82	Water Fund	42,214.82
200523	Air Scouring of Water	101085	WATER 24/25 - Ice Pigging	43,072.80	2,579.11	40,493.69	Water Fund	40,493.69
200542	C- Watermain Replacement	101147	WATER 24/25 - Water Meter Replacement	849,999.96	108,514.87	741,485.09	Water Fund	741,485.09
300550	Capital - Sewer Reline Pipeworks	101090	SEWER 23/24 - Sewer Relining	400,000.00	377,080.47	22,919.53	Sewer Fund	22,919.53
300515	Sewer Pump Station Refurbishments	101143	SEWER 24/25 - Pump Station Refurb	200,000.00	140,838.86	59,161.14	Sewer Fund	59,161.14
300161	Sewer Reticulation CCTV Inspections	101144	SEWER 24/25 - CCTV Inspections	50,000.00	3,794.34	46,205.66	Sewer Fund	46,205.66
501000	C - Waste Capital Projects			400,000.00	276,066.86	123,933.10	Waste Fund	123,933.10
Operational								
110442	Internal audit service			36,500.00	10,150.00	26,350.00	General Revenue	
140242	RERRF - Flood 2022			7,001,855.00	6,537,810.00	693,524.00	Grant	693,524.00
180020	Growth Management Strategy			92,168.08	30,609.00	61,559.08	General Revenue	
110128	Financial Accountant Contract			110,000.00	35,373.40	74,626.60	General Revenue	
				15,001,979.80	**9,438,449.61**	**5,793,009.88**		**3,493,372.58**

12.3. DEVELOPMENT SERVICES ACTIVITY REPORT

Author: Administration Officer

Authoriser: Director Infrastructure

RECOMMENDATION

That Council receive and note the Development Services Report for August 2025.

COMMUNITY STRATEGIC PLAN

1. Communities: Caring, healthy, connect, inclusive communities

1.7 Housing

3. Built Environment: Liveable Built Environments

3.1 Infrastructure

3.4 Heritage

4. Economy: Strong, Diverse and Sustainable

4.4 Activated CBD

4.5 Land Use Planning

BACKGROUND

Council reports on Development Services activities on a monthly basis in order to provide the community with information on what is occurring.

PROPOSAL/DISCUSSION

The Development services report for August 2025 included in Attachment 1.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

The management of development activities is undertaken in accordance with the requirements of the Local Government Act, Environmental Planning and Assessment Act and associated regulations made thereunder.

6.2 Financial

Is this currently budgeted Yes

6.3 Community Engagement/Consultation

There are no community engagement or consultation activities relating to this matter.

6.4 Work Health and Safety

There are no work health and safety issues relating to this matter.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

1. Monthly report for August 2025

Attachment 1 - 8 August 2025

Edward River COUNCIL

Development Activity					
Applications received – August 2025					
Application	**Property Description**	**Proposal**	**Date Received**	**Date Approved**	**Status**
DA2025/0060 CC2025/0034	Lot 16 DP 1295329, 321 Wakool Road, Deniliquin	Dwelling House and Carport	6/8/25	-	Under assessment
DA2025/0061 CC2025/0035	Lot 11 DP 285499, 39 Mulumbah Road, Deniliquin	Residential Shed	8/8/25	27/8/25	Approved
DA2025/0062	Lot 11 DP 564473, 200-204 Cressy Street, Deniliquin	Alterations and Additions to a Commercial Building (Globe Hotel)	8/8/28	-	Under assessment
DA2025/0063 CC2025/0036	Lot 2 DP 511554, 452 Harfleur Street, Deniliquin	Residential Shed	13/8/25	-	Under assessment
DA2025/0064	Lot 9 DP 774926, 165 Lawson Syphon Road, Deniliquin	Alterations and Additions	13/8/25	-	Under assessment
PC CC2025/0037	Lot 192 Sec 40 DP 749636, 9 Ballantyne Crescent	Dwelling House with Attached Garage	18/8/25	18/8/25	Private Certifier
DA2025/0065 CC2025/0038	Lot 1 DP 1307339, 526 Sloane Street, Deniliquin	Dwelling House with Attached Garage	19/8/25	-	Under assessment
DA2025/0066 CC2025/0039	Lot 3 DP 1307339, 522 Sloane Street, Deniliquin	Residential Shed	20/8/25	-	Under assessment
DA2025/0067	Lot 1 DP 1300930, 612 Ochtertyre Street, Deniliquin	Dwelling House	20/8/25	-	Under assessment

CC2025/0040	Lot 2 DP 505593, 499 St Michael Street, Deniliquin	Retaining Wall	20/8/25	28/8/25	Approved
CC2025/0041	Lot 5 DP 38309, 497 St Michael Street, Deniliquin	Retaining Wall	20/8/25	27/8/25	Approved
DA2025/0068	Lot 2 Sec 56 DP 758782, 338 Hay Road, Deniliquin	Demolish Existing Dwelling	22/8/25	-	Under assessment
DA2025/0069	Lot 26 Sec 77 DP 979186, 97 Hunter Street, Deniliquin	Change of Use to Existing Kitchen to be used for Commercial Purposes	22/8/25	-	Under assessment
DA2025/0070	Lot 3 DP 1132792, 30 Napier Street, Deniliquin	Change of Use to Hairdressing Salon	22/8/25	-	Under assessment
DA2025/0071 CC2025/0042	Lot 1 DP 581401, 2033 Tocumwal Road, Blighty	Farm Shed	25/8/25	-	Under assessment
Complying Development Certificates					
PC CDC2025/0008	Lot 32 DP 802306, 244 Barham Road, Deniliquin	Inground Swimming Pool	22/8/25	19/8/25	Private Certifier
S68 Applications					
LG2025/0031	Lot 16 DP 1295329, 321 Wakool Road, Deniliquin	Carry out water and sewer supply works	8/8/25	-	Under assessment
LG2025/0032	Lot 11 DP 564473, 200-204 Cressy Street, Deniliquin	Carry out water and sewer supply works	8/8/25	-	Under assessment
LG2025/0033	Lot 9 DP 774926, 155 Lawson Syphon Road	Carry out water and sewer supply works	13/8/25	-	Under assessment

LG2025/0034	Lot 1 DP 1307339, 526 Sloane Street, Deniliquin	Carry out water and sewer supply works	19/8/25	-	Under assessment
LG2025/0035	Lot 1 DP 1132408, 1 Butler Street (Site 272), Deniliquin	Extend Flyover	20/8/25	27/8/25	Approved
LG2025/0036	Lot1 DP 1300930, 612 Ochtertyre Street, Deniliquin	Carry out water and sewer supply works	20/8/25	-	Under assessment
LG2025/0037	Lot 12 DP 112214, 304 Noyes Street, Deniliquin	Transportable Dwellings	22/8/25	-	Under assessment

Development Applications Received by Type for August 2025						
Development Type	**New Dwellings**	**Dwelling Alts/Additions/sheds**	**Commercial/Industrial**	**Other**	**Subdivision**	**No of lots resulting**
Number	4	5	1	5	-	-
Totals 2025	**20**	**31**	**11**	**24**	**2**	**10**

Edward River COUNCIL

Applications Determined – August 2025		
Application	**Property Description**	**Development Type**
DA2025/0053	Lot 40 DP 749636, 9 Ballantyne Crescent, Deniliquin	Dwelling House with Attached Garage
DA2025/0051	Lot 1 DP 784936, 362 Poictiers Street, Deniliquin	Alterations and Additions to Dwelling
DA2025/0020	Lot 11 DP 285618, 139 Billabong Creek Drive, Conargo	Dwelling House and Associated Site Works
DA2025/0055	Lot 87 DP 756268, 5326 Conargo Road, Conargo	Residential Shed
DA2025/0052	Lot 12 DP 112214, 304 Noyes Street, Deniliquin	Installation of two (2) moveable dwellings (Dual Occupancy), construction of a double garage and associated site works.
DA2025/0059	Lot 1 DP 831714, 265-267 Saleyards Road, Deniliquin	Storage Shed associated with Cabinetmaker Factory
DA2025/0057	Lot 2 DP 527384, 73 Maws Road, Wandook	Dual Occupancy
DA2025/0061	Lot 11 DP 285499, 39 Mulumbah Road, Deniliquin	Residential Shed
PC CDC2025/0008	Lot 504 DP 722046, 244 Barham Road, Deniliquin	Inground Swimming Pool

Processing Times for August 2025		
Application Type	*** Mean Gross Days**	**** Mean Net Days**
DA	40	24
Mod (S4.55) of DA & DA/CC	-	-
CDC	-	-
CC	3	3
S68 Applications	22	22

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

Edward River COUNCIL

Value and Number of Applications Determined 2024 and 2025										
Month	DA 2024	DA 2025	CDC 2024	CDC 2025	CC 2024	CC 2025	LG 2024	LG 2025	Value DA 2024	Value DA 2025
January	5	4	0	1	20	3	3	1	$172,000.00	$2,838,650.00
February	12	11	2	0	4	4	3	4	$4,079,530.00	$4,187,970.00
March	8	5	1	2	4	6	2	6	$4,032,720.00	$1,464,254.00
April	5	5	2	0	3	3	8	5	$1,877,535.00	$1,453,500.00
May	10	7	0	2	6	5	4	4	$1,837,680.00	$512,507.00
June	15	13	1	1	5	5	7	3	$2,118,742.00	$3,724,823.00
July	5	8	1	1	3	5	2	5	$1,408,390.00	$1,280,416.00
August	7	8	4	1	5	6	4	4	$2,021,102.00	$3,029,609.00
September	4		1		5		9		$216,388.00	
October	9		1		7		7		$2,511,285.00	
November	6		0		3		9		$5,011,589.00	
December	9		0		4		2		$2,100,176.00	
TOTALS	95	58	13	8	52	37	60	32	$27,387,137.00	$18,491,729.00
Note: 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	24
Sewerage drainage diagrams	18
Average processing time	1 day
Maximum time for processing	3 days

Edward River COUNCIL

Inspections														
Site	Footing / Pier	Slab	Frame	Hot & Cold	Sewer / Septic	Storm Water	Final	Wet Area	Public Health	Food / Vans	Trade Waste Site Visit	Meetings	Murrumbidgee Council	Total
22	1	5	5	2	2	3	7	0	0	4	0	6	0	57

Swimming Pool Inspection Program				
Month	1st Inspection	2nd Inspection	3rd Inspection	TOTAL 2025
August	1	3	0	28

Animal Control /Ranger Activities

Ranger's Report

Companion Animals

Seized / Surrendered / abandoned	Released to Owner prior to impoundment	**In Pound**	Released to Owner after impounded	Re-Homed	Euthanised		Escaped/ Stolen	Still In Pound	Declared Dangerous Menacing **Restricted**	Micro Chipped	Registered	Fines Issued
					Cats	Dogs						
26	6	**20**	2	1	11	0	0	6	0	2	11	0

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)
1	2	2	7	0	1	0	0

Dog Attacks		
Date	Details	Outcome
August	n/a	

Planning/ Building & Public Health Activities	
Details *Planning, Building and Health Servicers Officer*	
Online Workshops	Staff completed Construction on Bushfire Prone Land and Exit and Emergency Lighting Compliance Issues
Water Sampling	Weekly Routine drinking water sampling undertaken as part of NSW Health Program.

12.4. INVESTMENT REPORT - AUGUST 2025

Author: Manager Finance

Authoriser: Director Corporate Services

RECOMMENDATION

1. That Council receive and note the Investment Report for August 2025

COMMUNITY STRATEGIC PLAN

5. Leadership: Accountable Civic Leaders

5.6 Good Corporate Governance

BACKGROUND

In accordance with clause 212 of the Local Government (General) Regulation 2021 (the Regulation), the Responsible Accounting Officer must provide council with a report setting out details of all money council has invested under section 625 of the Act).

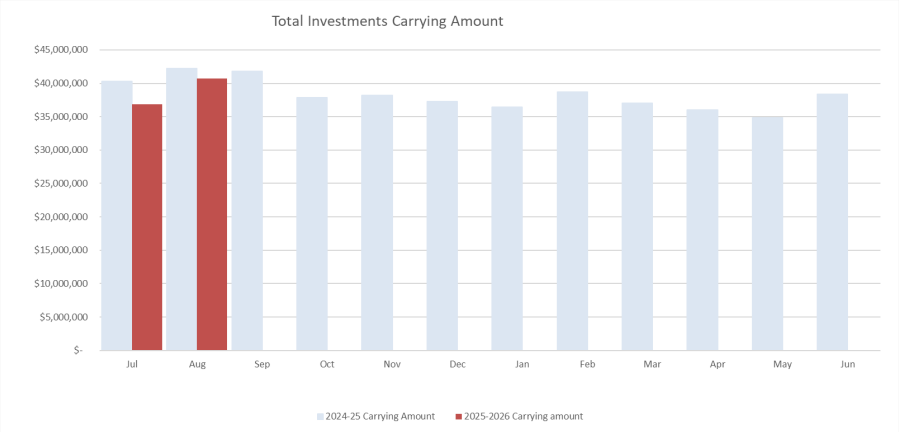
The report must also include a certificate as to whether or not the investment has been made in accordance with the Act, the Regulations and the council's investment policies.

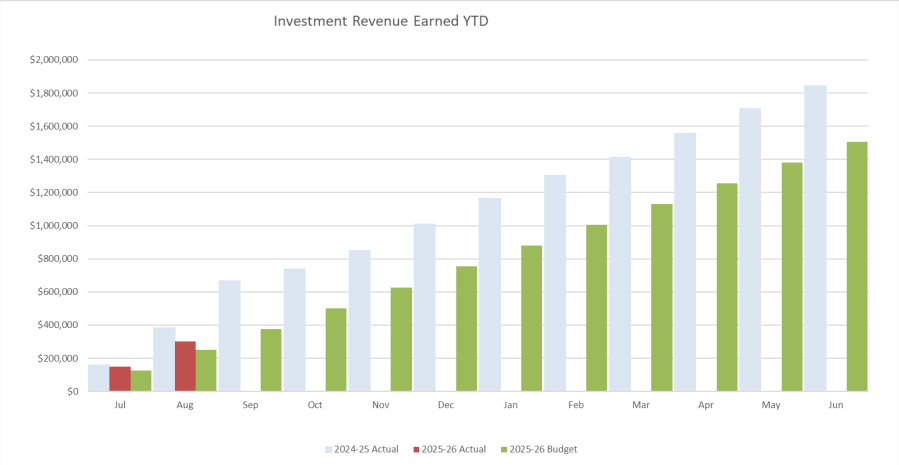
PROPOSAL/DISCUSSION

As at 31 August 2025, Council had a total of $40,756,707 in term deposits and cash at bank exclusive of unpresented receipts or cheques.

Council's weighted average interest rate was 4.43%, which was 0.18% above the Bloomberg AusBond Bank Bill Index implied one-year return of 4.25%. Total interest earned for the year to 31 August 2025 was $302,478 compared to the budget of $251,131 and previous year total of $279,266.

The total cash and investments balance has increased by $3.89m since July 2025 as a result of receipt of operational grants and income partly offset by operational and capital expenditure. This also includes seasonal fluctuations from month to month in line with Council's cashflow requirements.





The details of the investments are included in Attachment 1 - Investment Register as at 31 August 2025.

Council has engaged Arlo Advisory to provide ongoing investment advisory services. As part of this service, Arlo provides, among other services, a monthly investment review report which council uses to inform investment decisions. A copy of the report is attached in this report as Attachment 2 - Investment Review August 2025 - Arlo Advisory. Council continues to obtain financial benefits through accessing better rates through the Imperium Investment platform as well as efficiency savings in the investment process.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

Local Government Act 1993

Local Government (General) Regulation 2021

Investment Policy

6.2 Financial

As at 31 August 2025, all investments were within the defined Investment Policy limits. Council's investment portfolio consisted of term deposits (86%) and cash at bank/ on call (14%).

6.3 Community Engagement/Consultation

N/A

6.4 Work Health and Safety

There are no identified Work Health and Safety implications identified through this report.

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, and clause 212 of the Local Government (General) Regulation 2021 and Council's Investment Policy.

David Mead

Responsible Accounting Officer

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

Attachment 1 - Investment Register as at 31 July 2025

Attachment 2 - Investment Review July 2025 - Arlo Advisory

Attachment 1 - Investment Register as at 31 August 2025

Edward River COUNCIL

Schedule of Investments

				This Report is at date:	31-August-2025		
Description	**Type**	**Rating at EOM (S&P)**	**Date Invested**	**Maturity Date**	**Days**	**Rate**	**Face Value Amount**
Commonwealth Bank General Fund	Oncall/ CMT	A1+	N/a	N/a	365	3.65%	4,594,465
Commonwealth Bank Business On Line Saver	Oncall/ CMT	A1+	N/a	N/a	365	3.70%	1,162,242
Total Oncall/ CMT Accounts							**5,756,707**
Term Deposits							
Commonwealth Bank	TD	A1+	19-Aug-25	21-Aug-29	1463	4.06%	1,000,000
National Australia Bank	TD	A1+	06-Aug-25	06-Aug-26	365	4.16%	1,000,000
National Australia Bank	TD	A1+	13-Aug-25	14-Aug-29	1462	4.09%	1,000,000
National Australia Bank	TD	A1+	12-Sep-23	16-Sep-25	735	4.90%	2,000,000
National Australia Bank	TD	A1+	05-Sep-24	09-Sep-25	369	4.95%	1,000,000
National Australia Bank	TD	A1+	12-Sep-24	12-Mar-26	546	4.70%	1,000,000
National Australia Bank	TD	A1+	10-Dec-24	10-Dec-25	365	5.05%	1,000,000
National Australia Bank	TD	A1+	02-Jul-25	21-May-26	323	4.10%	1,000,000
National Australia Bank	TD	A1+	02-Jul-25	02-Jul-26	365	4.10%	1,000,000
Suncorp Bank	TD	A1+	03-Apr-25	07-Apr-26	369	4.60%	1,000,000
ING Direct	TD	A1	13-Mar-25	11-Mar-26	363	4.70%	1,000,000
ING Direct	TD	A1	20-Mar-24	20-Mar-29	1826	5.06%	1,000,000
ING Direct	TD	A1	02-Jul-24	02-Jul-26	730	5.35%	1,000,000
ING Direct	TD	A1	30-Aug-24	31-Aug-27	1096	4.54%	1,000,000
ING Direct	TD	A1	12-Sep-24	15-Sep-26	733	4.59%	1,000,000
ING Direct	TD	A1	27-Feb-25	26-Feb-26	364	4.75%	1,000,000
ING Direct	TD	A1	16-Jul-25	18-Jul-30	1828	4.50%	1,000,000
ING Direct	TD	A1	02-Jul-25	29-Jun-27	727	3.90%	1,000,000
Bank of Queensland	TD	A2	26-Mar-24	28-Mar-28	1463	4.95%	1,000,000
Bank of Queensland	TD	A2	30-Nov-23	27-Nov-25	728	5.35%	1,000,000
Bank of Queensland	TD	A2	05-Mar-25	05-Mar-26	365	4.69%	1,000,000
BankVic	TD	A2	27-Feb-25	27-Jan-26	334	4.65%	1,000,000
BankVic	TD	A2	25-Jun-25	16-Apr-26	295	4.30%	1,000,000
Hume Bank	TD	A2	12-Sep-24	11-Sep-25	364	4.92%	1,000,000
Hume Bank	TD	A2	10-Dec-24	10-Nov-25	335	5.02%	1,000,000
Hume Bank	TD	A2	13-Jun-24	15-Jun-26	732	5.14%	1,000,000
My State Bank	TD	BBB	25-Jun-25	28-Apr-26	307	4.20%	1,000,000
My State Bank	TD	BBB	25-Jun-25	25-Jun-26	365	4.20%	1,000,000
My State Bank	TD	BBB	12-Jun-25	11-Jun-26	364	4.20%	1,000,000
Westpac Bank	TD	A1+	27-Aug-25	27-Aug-30	1826	4.21%	3,000,000
Westpac Bank	TD	A1+	27-Aug-25	27-Aug-26	365	4.13%	1,000,000
Westpac Bank	TD	A1+	28-Aug-25	01-Sep-26	369	4.14%	1,000,000
Total Term Deposits							**35,000,000**
				Weighted Average Interest Rate		4.43%	**40,756,707**

Attachment 2 - Investment Review August 2025 - Arlo Advisory

Monthly Investment Review

Edward River COUNCIL

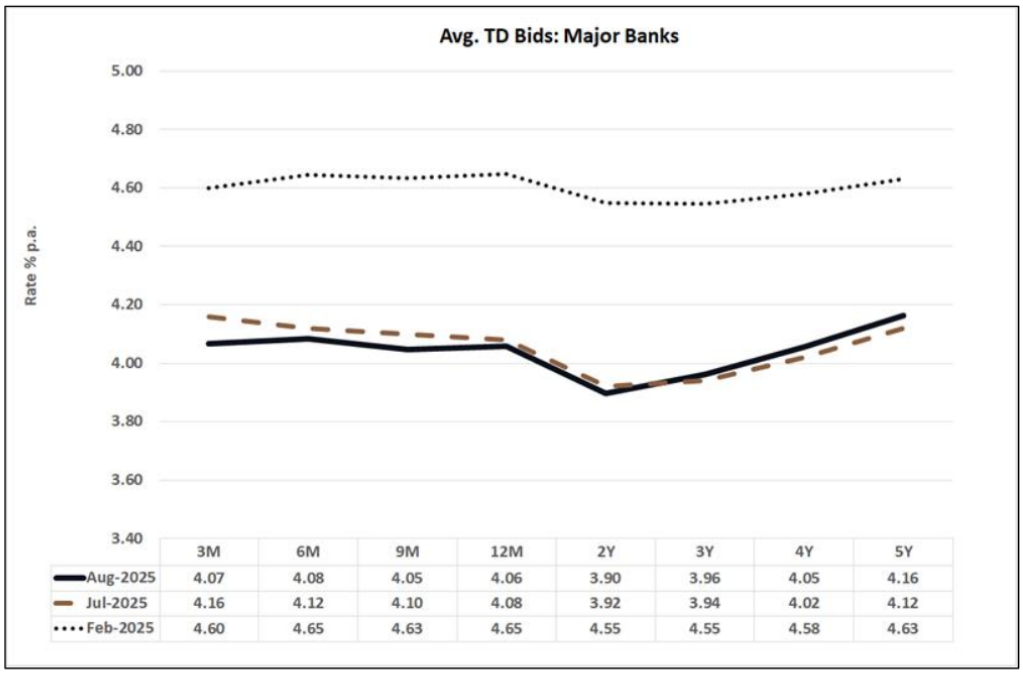
August 2025

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Market Update Summary

Global equity markets continued to reach new highs over August, despite the ongoing uncertainty with regards to global tariffs and geopolitics. Markets appear to be buoyed by further central bank rate cuts, or expectations of additional cuts in the short-term. Although the risks to growth remain material, the prospect of further policy support (both monetary and fiscal) is likely to provide support to the medium-term growth outlook and valuations.

In the deposit market, over August, at the short-end of the curve (under 9 months), the average deposit rates offered by the domestic major banks fell ~5bp compared to the previous month (July) after the RBA cut official interest rates. At the longer-end of the curve (1-5 years), the average deposit rates remained relatively flat with the market already largely pricing in additional two rate cuts over the next 6-12 months.



	3M	6M	9M	12M	2Y	3Y	4Y	5Y
Aug-2025	4.07	4.08	4.05	4.06	3.90	3.96	4.05	4.16
Jul-2025	4.16	4.12	4.10	4.08	3.92	3.94	4.02	4.12
Feb-2025	4.60	4.65	4.63	4.65	4.55	4.55	4.58	4.63

Source: Imperium Markets

With additional rate cuts and a global economic downturn priced in over the next 6-12 months, investors should consider diversifying and taking an 'insurance policy' against a potentially lower rate environment by investing across 1-5 year fixed deposits and locking in rates close to or above 4% p.a. (small allocation only).

Edward River Council's Portfolio & Compliance

Asset Allocation

The portfolio is mainly directed to fixed term deposits (~86%), with the remainder of the portfolio (~14%) being held in various overnight cash accounts.

Senior FRNs are currently considered 'expensive' on a historical basis but new issuances should continue to be considered on a case by case scenario. In the interim, staggering a mix of fixed deposits between 12 months to 5 years remains a more optimal strategy to maximise returns over a longer-term cycle.

With additional interest rate cuts and a global economic downturn being priced in 2025, investors can choose to allocate a small proportion of longer-term funds and undertake an insurance policy against additional rate cuts by investing across 1-5 year fixed deposits, locking in and targeting yields above 4% p.a. Should inflation be within the RBA's target band of 2-3% over the longer-term, returns around 4% p.a. or higher should outperform benchmark.



Term to Maturity

The portfolio is highly liquid with around 71% maturing within 12 months. 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	$11,756,707	28.85%	15%	100%	$29,000,000
✓	91 - 365 days	$17,000,000	41.71%	0%	100%	$23,756,707
✓	1 - 2 years	$4,000,000	9.81%	0%	70%	$24,529,695
✓	2 - 5 years	$8,000,000	19.63%	0%	50%	$12,378,354
		$40,756,707	**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 August, 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 ($)	Invested (%)	Max Limit (%)	Available ($)
✓	ANZ	AA-	$1,000,000	2.45%	40.00%	$15,302,683
✓	CBA	AA-	$6,756,707	16.58%	40.00%	$9,545,976
✓	NAB	AA-	$9,000,000	22.08%	40.00%	$7,302,683
✓	Westpac	AA-	$5,000,000	12.27%	40.00%	$11,302,683
✓	ING	A	$8,000,000	19.63%	25.00%	$2,189,177
✓	BOQ	A-	$3,000,000	7.36%	25.00%	$7,189,177
✓	BankVic	BBB+	$2,000,000	4.91%	15.00%	$4,113,506
✓	Hume	BBB+	$3,000,000	7.36%	15.00%	$3,113,506
✓	MyState Bank	BBB	$3,000,000	7.36%	15.00%	$3,113,506
			$40,756,707	**100.00%**		

^Applying long-term ratings only.

On 31st August 2024, ANZ's takeover of Suncorp Bank was formalised, and ratings agency S&P upgraded Suncorp's long-term credit rating to that of its parent company immediately (now rated AA-). Investor's exposure to Suncorp is now reflected under the parent company being ANZ.

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	$21,756,707	53%	100%	$19,000,000
✓	A Category	$11,000,000	27%	60%	$13,454,024
✓	BBB Category	$8,000,000	20%	35%	$6,264,848
✓	Unrated Category	$0	0%	5%	$2,037,835
		$40,756,707	**100%**		

^ Applying long-term ratings only.

Performance

Council's performance (excluding cash holdings) for the month ending August 2025 is summarised as follows:

Performance (Actual)	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	0.30%	0.94%	1.94%	0.62%	4.10%
AusBond Bank Bill Index	0.32%	0.94%	2.00%	0.62%	4.25%
Council's T/D Portfolio^	0.40%	1.21%	2.48%	0.80%	5.03%
Outperformance	0.08%	0.27%	0.48%	0.18%	0.78%

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

Performance (Annualised)	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	3.60%	3.77%	3.89%	3.73%	4.10%
AusBond Bank Bill Index	3.84%	3.79%	4.00%	3.72%	4.25%
Council's T/D Portfolio^	4.84%	4.88%	4.97%	4.82%	5.03%
Outperformance	1.00%	1.09%	0.97%	1.10%	0.78%

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

For the month of August, the portfolio (excluding cash) provided a return of +0.40% (actual) or +4.84% p.a. (annualised), outperforming the benchmark AusBond Bank Bill Index return of +0.32% (actual) or +3.84% p.a. (annualised).

Recommendations for Council

Term Deposits

Going forward, the longer-term strategy would ideally be placing across 12-24 months terms as it is likely to earn up to ¼-½% p.a. higher compared to shorter tenors in a normal market environment. There is growing belief that additional interest rate cuts and a global economic downturn is forthcoming and so locking in rates close to or above 4% p.a. across 1-5 year tenors may provide some income protection against a lower rate environment.

As at the end of August 2025, Council's deposit portfolio was yielding 4.56% p.a. (down 20bp from the previous month), with a weighted average duration of around 539 days (~1.5 year). **We recommend Council maintains this weighted average duration over the longer-term to optimise returns.**

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

Securities

Primary (new) **FRNs** (with maturities between 3-5 years) are expensive on a historical basis but remains an option (particularly for those investors with portfolios skewed towards fixed assets) and should be considered on a case by case scenario. **Fixed Bonds** may also provide attractive opportunities from new (primary) issuances.

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

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Term Deposit Market Review

Current Term Deposits Rates

As at the end of August, we see value in the following:

ADI	LT Credit Rating	Term	Rate % p.a.
ING Bank	A	5 years	4.25%
NAB	AA-	5 years	4.20%
Westpac	AA-	5 years	4.15%
BoQ	A-	5 years	4.14%
NAB	AA-	4 years	4.10%
ING Bank	A	4 years	4.10%
BoQ	A-	4 years	4.04%
Westpac	AA-	4 years	4.03%
Australian Military	BBB+	3 years	4.07%
NAB	AA-	3 years	4.00%
ING Bank	A	3 years	3.96%
Police CU	Unrated	3 years	3.96%
Australian Military	BBB+	2 years	4.05%
Police CU	Unrated	2 years	3.96%
NAB	AA-	2 years	3.95%
Arab Bank Australia	Unrated	2 years	3.95%

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*):

ADI	LT Credit Rating	Term	Rate % p.a.
Police CU	Unrated	12 months	4.15%
Westpac	AA-	12 months	4.12%
ICBC Sydney Branch	A	12 months	4.12%
Bank of Sydney	Unrated	12 months	4.12%
NAB	AA-	12 months	4.10%
ICBC Sydney Branch	A	9 months	4.14%
Westpac	AA-	9 months	4.11%
NAB	AA-	9 months	4.10%
Police CU	Unrated	9 months	4.10%
ICBC Sydney Branch	A	6 months	4.20%
Police CU	Unrated	6 months	4.20%
Bank of China Sydney	A	6 months	4.17%
Westpac	AA-	6 months	4.14%
NAB	AA-	6 months	4.10%
Police CU	Unrated	3 months	4.16%
ANZ	AA-	3 months	4.14%
Bank of Sydney	Unrated	3 months	4.14%
NAB	AA-	3 months	4.11%

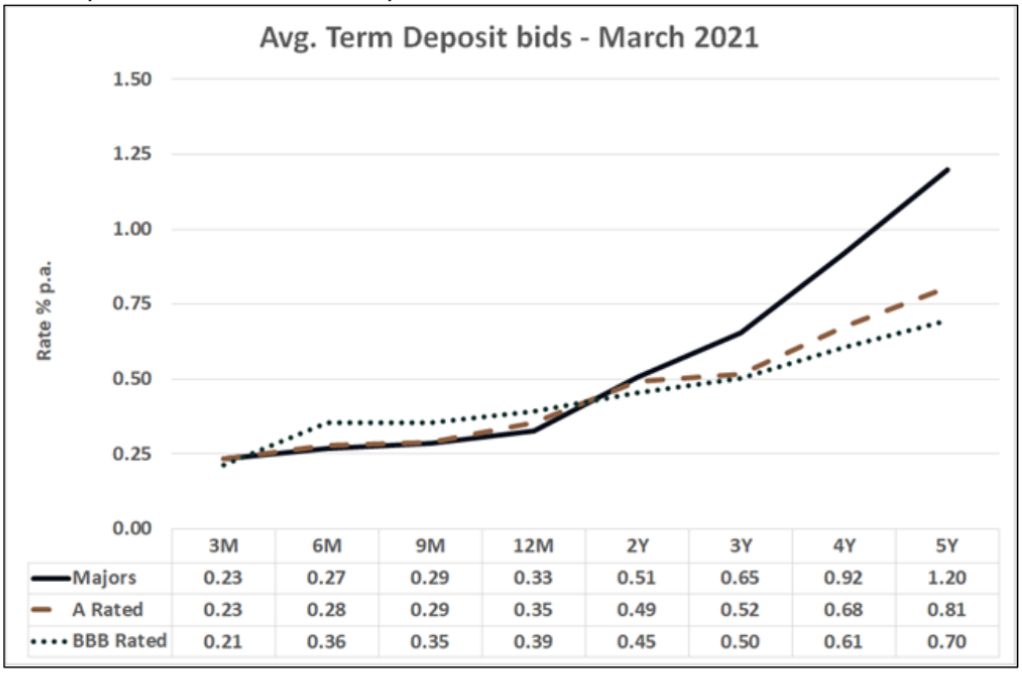
For those investors that do not require high levels of liquidity and can stagger their investments longer term, they will be rewarded over a longer-term cycle if they roll for an average min. term of 12 months, with a spread of investments out to 5 years (this is where we see current value). In a normal market environment (upward sloping yield curve), investors could earn over a cycle, on average, up to ¼-½% p.a. higher compared to those investors that entirely invest in short-dated deposits.

With additional rate cuts and a global economic downturn priced in over the next 6-12 months, investors should consider allocating some longer-term surplus funds and undertake an insurance policy by investing across 1-5 year fixed deposits and locking in rates close to or above 4% p.a. This will provide some income protection if the RBA decides to continue cutting rates over 2025 and into 2026.

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)



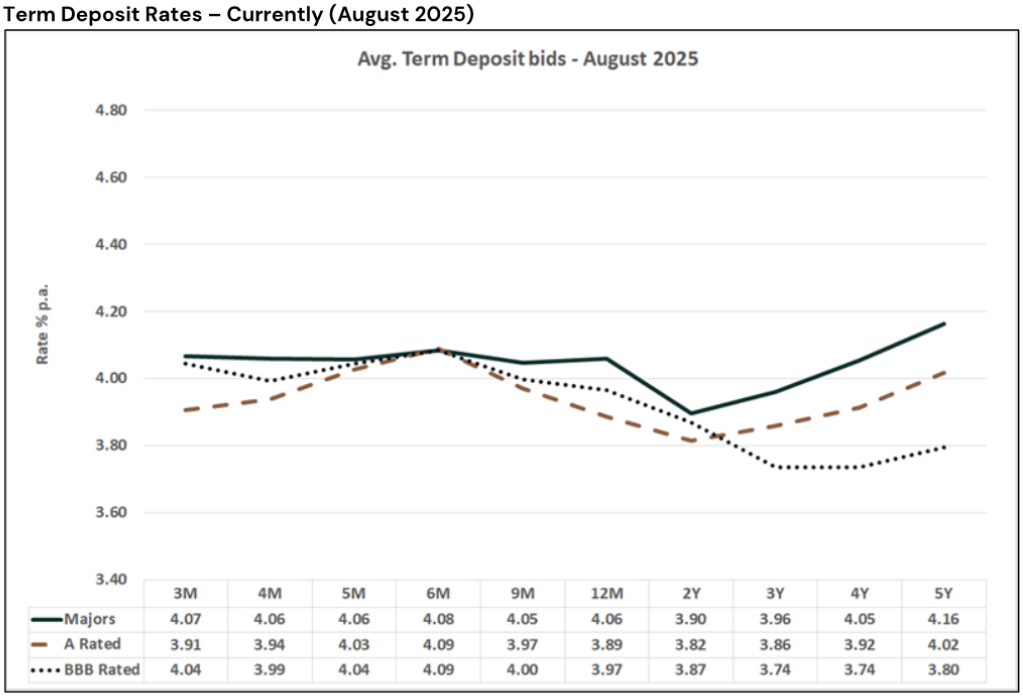
	3M	6M	9M	12M	2Y	3Y	4Y	5Y
Majors	0.23	0.27	0.29	0.33	0.51	0.65	0.92	1.20
A Rated	0.23	0.28	0.29	0.35	0.49	0.52	0.68	0.81
BBB Rated	0.21	0.36	0.35	0.39	0.45	0.50	0.61	0.70

Source: Imperium Markets

The abnormal marketplace experienced during the pandemic is starting to reverse as the competition for deposits slowly increases, partially driven by the RBA's term funding facility coming to an end. 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, investors 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 or considered 'ethical'. We are slowly seeing this trend emerge, although the major banks always seem to react more quickly than the rest of the market during periods of volatility:

Term Deposit Rates – Currently (August 2025)



	3M	4M	5M	6M	9M	12M	2Y	3Y	4Y	5Y
Majors	4.07	4.06	4.06	4.08	4.05	4.06	3.90	3.96	4.05	4.16
A Rated	3.91	3.94	4.03	4.09	3.97	3.89	3.82	3.86	3.92	4.02
BBB Rated	4.04	3.99	4.04	4.09	4.00	3.97	3.87	3.74	3.74	3.80

Source: Imperium Markets

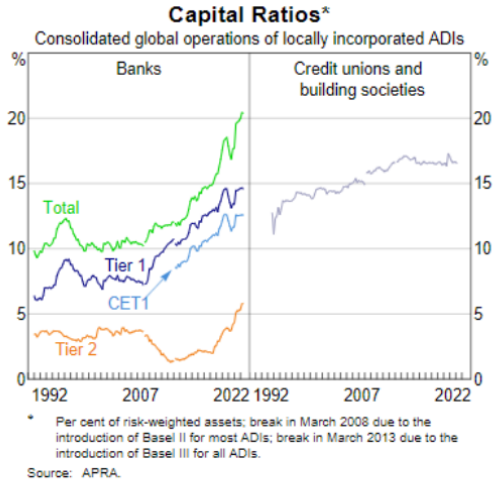
Financial Stability of the Banking (ADI) Sector

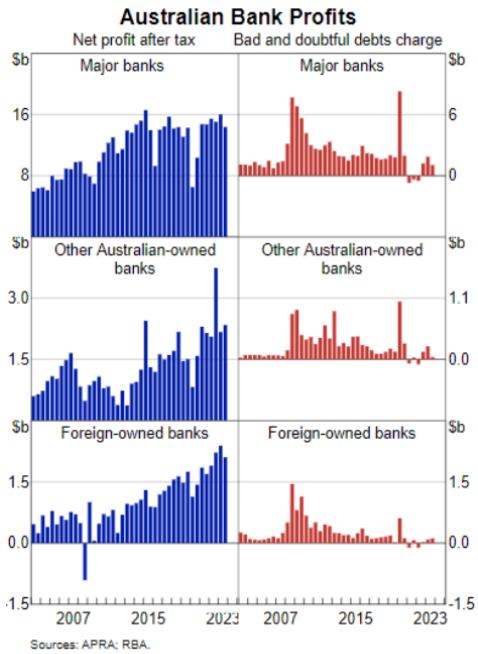
The RBA's latest Financial Stability report of 2024 reaffirms the strong balance sheet across the ADI sector. They noted that the risk of widespread financial stress remains limited due to the generally strong financial positions of most (individual) borrowers. Very few mortgage borrowers are in negative equity, limiting the impact on lenders (ADIs) in the event of default and supporting their ability to continue providing credit to the economy. Most businesses that have entered insolvency are small and have little debt, limiting the broader impact on the labour market and thus household incomes, and on the capital position of lenders (ADIs).

Australian banks (collectively the APRA regulated ADIs) have maintained prudent lending standards and are well positioned to continue supplying credit to the economy. A deterioration in economic conditions or temporary disruption to funding markets is unlikely to halt lending activity. Banks have anticipated an

increase in loan arrears and have capital and liquidity buffers well above regulatory requirements (*see Capita Ratios chart below*). APRA's mandate is to "*protect depositors*" and provide "*financial stability*".

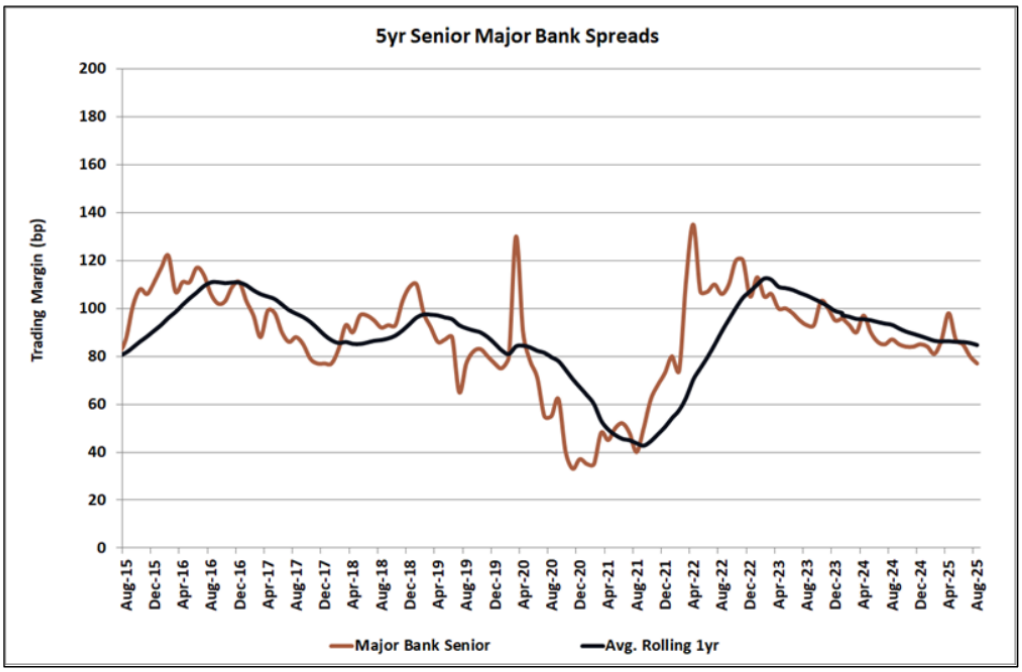
Over the past two decades, both domestic and international banks continue to operate and demonstrate high levels of profitability (*see Australian Bank Profits chart below*), which also includes two stress-test environments being the GFC (September 2008) and the COVID pandemic (March 2020):





Senior FRNs Market Review

Over August, amongst the senior major bank FRNs, physical credit securities tightened up to 3bp at the long-end of the curve. During the month, CBA (AA-) issued a dual 3¼ and 5 year senior security at +67bp and +77bp respectively. Long-term major bank senior securities are looking slightly expensive on a historical basis, noting the 5yr margin has averaged around the +87-90bp level over a cycle (currently around +77bp).



Source: IBS Capital

During the month, outside of CBA, only ING Bank Australia issued a new covered 5yr security (AAA) at +78bp. Amongst the "A" and "BBB" rated sectors, the securities tightened between 3-5bp at the longer-end of the curve.

Overall, credit securities are slightly expensive on a historical basis but remain a good option for diversification purposes. FRNs will continue to play a role in investors' portfolios mainly based on their liquidity and the ability to roll down the curve and gross up returns over ensuing years (in a relatively stable credit environment), whilst also providing some diversification to those investors skewed towards fixed assets.

Senior FRNs (ADIs)	31/08/2025	31/07/2025
"AA" rated – 5yrs	+77bp	+80bp
"AA" rated – 3yrs	+62bp	+65bp
"A" rated – 5yrs	+85bp	+90bp
"A" rated – 3yrs	+72bp	+75bp
"BBB" rated – 3yrs	+120bp	+125bp

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 mid-2028 for the "AA" rated ADIs (domestic major banks);
- On or before 2026 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 softening and official interest rates starting to drop progressively, investors may look at some opportunities in the secondary market. We currently see value in the following fixed bond lines (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
AU3CB0314763	Bendigo	A-	Senior	24/10/2028	3.16	4.79%	4.23%
AU3CB0308955	BoQ	A-	Senior	30/04/2029	3.68	5.30%	4.36%
AU3CB0319879	Nova Sco.	A-	Senior	21/03/2030	4.57	5.23%	4.80%

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Economic Commentary

International Market

Global equity markets continued to reach new highs over August, despite the ongoing uncertainty with regards to global tariffs and geopolitics. Markets appear to be buoyed by further central bank rate cuts, or expectations of additional cuts in the short-term. Although the risks to growth remain material, the prospect of further policy support (both monetary and fiscal) is likely to provide support to the medium-term growth outlook and valuations.

Across equity markets, the US S&P 500 Index rose +1.91%, whilst the NASDAQ gained +1.58%. Europe's main indices were mixed, with gains in UK's FTSE (+0.60%), whilst France's CAC (-0.88%) and Germany's DAX (-0.68%) both fell.

The July US FOMC minutes showed most officials still prioritising inflation risks over labour market softness. US core CPI came in at consensus at +0.32% m/m in July, to be +3.1% y/y annually. US unemployment rate rose to 4.2% from 4.1% in line with consensus, whilst there was a 0.1% drop in the participation rate from 62.3% to 62.2%.

Canada's July labour market data showed an unexpectedly sharp fall in employment (-40.8k), but there was no change to the unemployment rate at 6.9%, thanks in large part to a 0.2% drop in the participation rate to 65.2%.

As expected, the Bank of England (BoE) cut rates by 25bp at its early August meeting, taking Bank Rate down to 4.00%, the fifth cut in the easing cycle that started a year ago. UK wages growth came in as expected with the key private excluding bonuses at +4.8% y/y vs. +4.8% consensus and +4.9% previously.

The RBNZ cut rates by 25bp to 3.00% as expected, but the dovish tone surprised, with two members voted for a 50bp cut, with the market forecasting a terminal rate of 2.50%.

China published its July inflation data, showing CPI avoiding a return to outright deflation, printing at 0.0% down from 0.1% against an expected -0.1%. In contrast PPI deflation held at its -3.6% June rates - the weakest in two years. Retail sales slowed to +3.7% y/y, industrial production decelerated to +5.7%, whilst new home prices fell -0.31% m/m — the sharpest drop since October.

The MSCI World ex-Aus Index rose +2.60% for the month of August:

Index	1m	3m	1yr	3yr	5yr	10yr
S&P 500 Index	+1.91%	+9.28%	+14.37%	+17.77%	+13.04%	+12.60%
MSCI World ex-AUS	+2.60%	+8.60%	+16.30%	+19.20%	+13.50%	+12.30%
S&P ASX 200 Accum. Index	+3.10%	+7.03%	+14.74%	+13.04%	+12.32%	+9.87%

Source: S&P, MSCI

Domestic Market

The RBA cut the official cash rate by 25bp as expected to 3.60% in its meeting in August, encouraged by a further decline in core inflation and a slight easing in labour market conditions. There were no changes to the unemployment rate or inflation forecasts in the August Statement on Monetary Policy. The RBA has downgraded their longer-term productivity assumptions and now see Australian trend GDP growth at around 2%.

The Q2 wage price index (WPI) printed broadly as expected at +0.8% q/q vs. +0.8% consensus. The annual rate though was slightly stronger at +3.4% y/y vs. +3.3% consensus.

Monthly CPI indicator jumped to +2.8% in July from +1.9% in June, above expectations. The annual trimmed mean also jumped to +2.7% from +2.1%. The outcome of the July indicator was always going to come down to measurement of electricity subsidies and travel prices. Those components drove the surprise.

Employment rose +24.5k in July, with the unemployment rate ticking down 0.1% to 4.2%.

APRA formalised a three-tiered approach for prudential regulation for 'large', 'medium' and 'small' banks. This could allow a more nuanced regulatory approach and see reduced regulatory costs for medium banks.

The Australian dollar gained around +1.07%, finishing the month at US65.38 cents (from US64.69 cents the previous month).

Credit Market

The global credit indices remained relatively flat this month. They remain near the levels seen in early-mid 2022 (prior to the rate hike cycle from most central banks):

Index	August 2025	July 2025
CDX North American 5yr CDS	50bp	51bp
iTraxx Europe 5yr CDS	54bp	53bp
iTraxx Australia 5yr CDS	67bp	69bp

Source: Markit

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Fixed Interest Review

Benchmark Index Returns

Index	August 2025	July 2025
Bloomberg AusBond Bank Bill Index (0+YR)	+0.32%	+0.30%
Bloomberg AusBond Composite Bond Index (0+YR)	+0.28%	-0.04%
Bloomberg AusBond Credit FRN Index (0+YR)	+0.46%	+0.43%
Bloomberg AusBond Credit Index (0+YR)	+0.60%	+0.26%
Bloomberg AusBond Treasury Index (0+YR)	+0.24%	-0.23%
Bloomberg AusBond Inflation Gov't Index (0+YR)	+0.83%	+0.03%

Source: Bloomberg

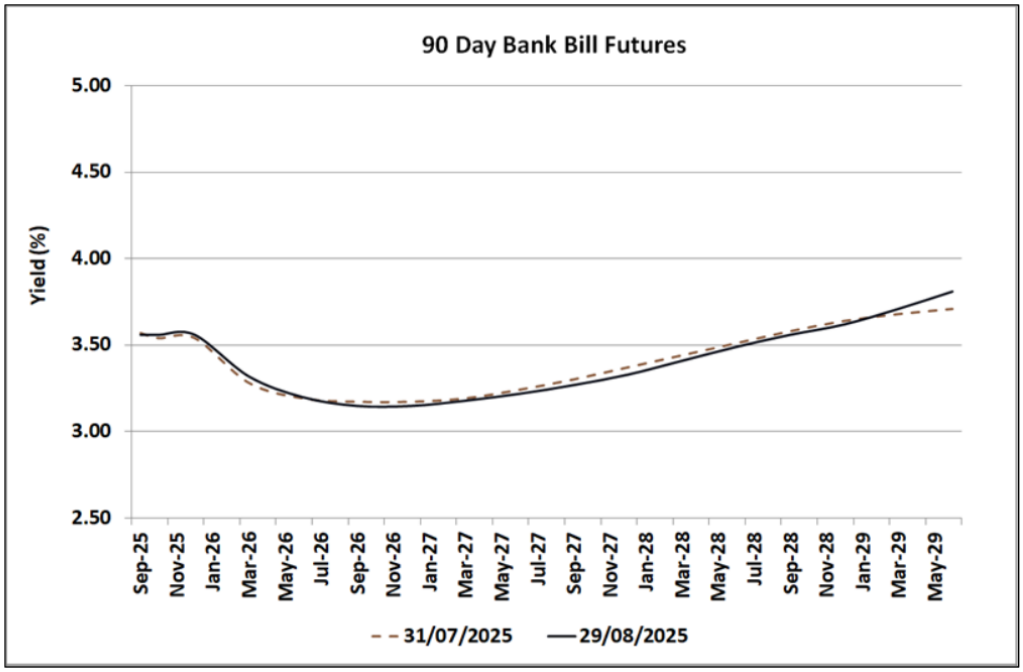
Other Key Rates

Index	August 2025	July 20255
RBA Official Cash Rate	3.60%	3.85%
90 Day (3 month) BBSW Rate	3.57%	3.68%
3yr Australian Government Bonds	3.37%	3.39%
10yr Australian Government Bonds	4.26%	4.26%
US Fed Funds Rate	4.25%-4.50%	4.25%-4.50%
2yr US Treasury Bonds	3.59%	3.94%
10yr US Treasury Bonds	4.23%	4.37%

Source: RBA, ASX, US Department of Treasury

90 Day Bill Futures

Bill futures remained relatively flat this month, consistent with the movement in the bond market:



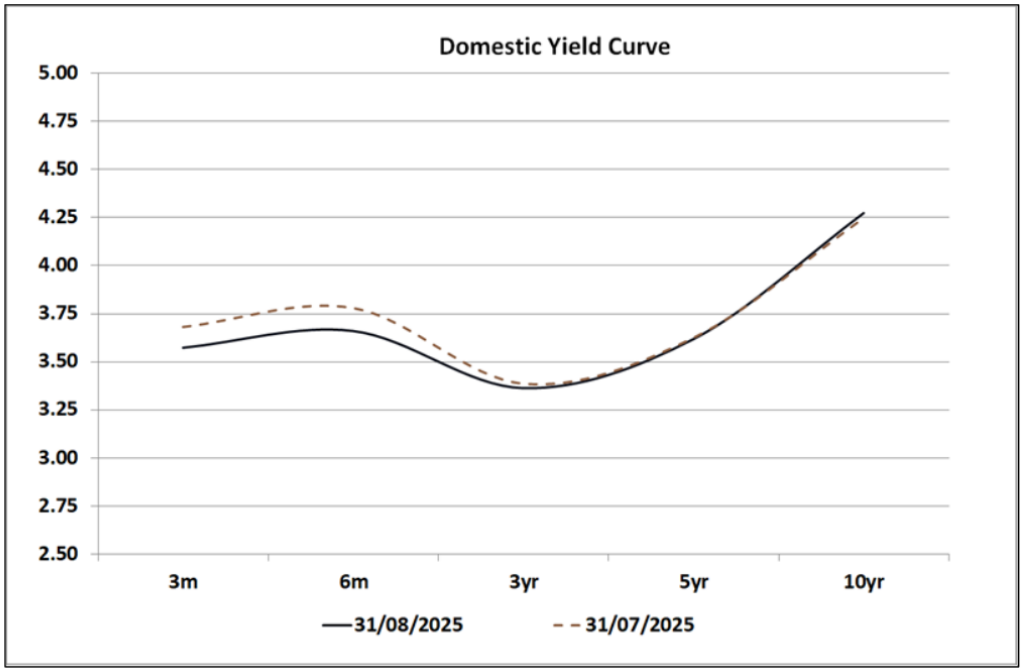
Source: ASX

Fixed Interest Outlook

US Fed chair Powell recently commented "*the balance of risks may be shifting*" (in relation to the Fed's dual mandate) and "*with policy in restrictive territory, the baseline outlook and the shifting balance of risks may warrant adjusting our policy stance*". The market continues to factor at least two rate cuts by the US Fed for the remainder of 2025.

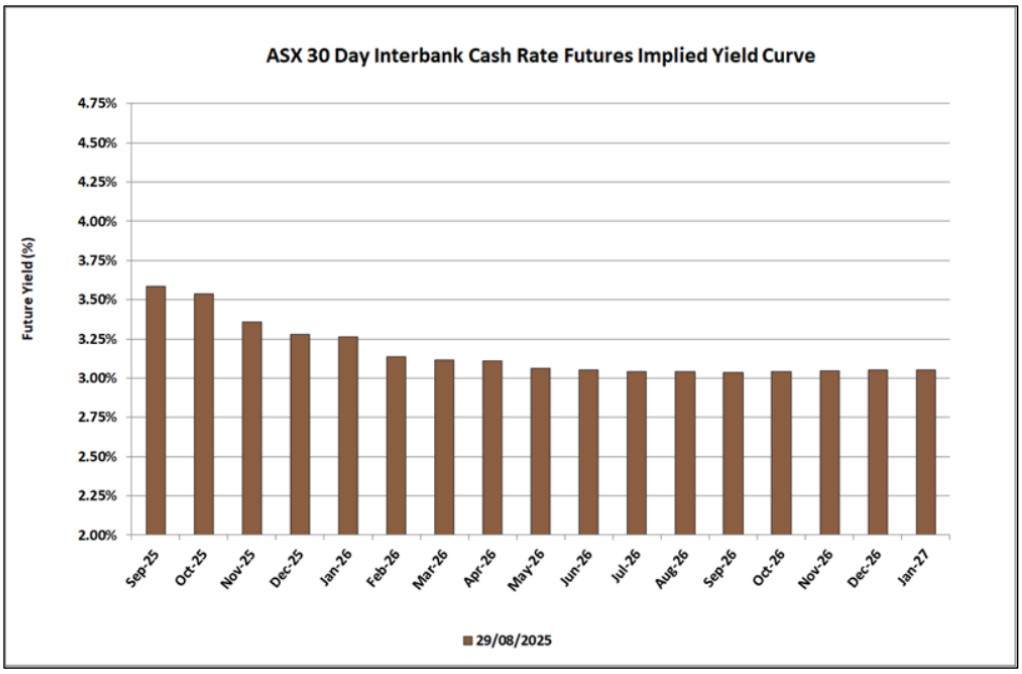
The latest RBA Minutes concluded "*some further reduction in the cash rate over the coming year*" was likely, with the pace of that easing being contingent on the data flow. Inflation is expected to settle close to the mid-point of the target band of 2-3%, and growth remaining subdued with little gains in productivity. This outlook assumes that the cash rate reaches 3%; the RBA notes in their Statement of Monetary Policy (SoMP) that this path for the cash rate "*…is consistent with sustaining balance in the economy, although this assessment is uncertain*".

Yields remained flat at the longer-end of the curve this month:



Source: ASX, RBA

Financial markets are factoring up to two (2) additional rate cuts by early-mid 2026, taking the official cash rate down to 3.10%:



Source: ASX

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12.5. MAJOR PROJECTS - AUGUST 2025

Author: Projects Coordinator

Authoriser: Director Infrastructure

RECOMMENDATION

That Council notes the funded projects report for August 2025.

COMMUNITY STRATEGIC PLAN

3. Built Environment: Liveable Built Environments

3.1 Infrastructure

3.2 Road network, and footpaths, cycleways (active transport)

3.3 Public Space and Community Facilities (including sports)

3.4 Heritage

3.5 Digital Connectivity

BACKGROUND

Project Management Framework

Under Council's Project Management Framework, projects are categorised as being of high, medium or low complexity. This categorisation is based on several factors including scope of works, value of the project, timeframe to complete the project, funding sources and risk assessment and mitigation. Projects categorised as having a high complexity are report to Council on a monthly basis as part of this Major Projects report. Projects categorised as having a medium or low complexity are reported Council on a quarterly basis,

A breakdown of the current high complexity projects is shown below, along with the total project estimate and funding sources.

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

Project Details	Total Project Estimate	Council Funding	External Funding	Grant Funding Completion Date	Funding Body
Part A - Lighting Deni and Blighty Reserves, VRA Building, Saleyards Amenities, Basketball Stadium Part B - Local Road Rehabilitation	$1,518,748		$963,710 $555,038	31 December 2025	Local Roads and Community Infrastructure - Phase 4 (Federal Funding)

Project Details	Total Project Estimate	Council Funding	External Funding	Grant Funding Completion Date	Funding Body
Town Hall Revitalisation - Regional Theatre Peppin Heritage Centre - Masterplan Implementation (Museum Refurbishment)	$939,885		$225,885 $714,000	31 January 2026	Stronger Country Communities - Round 5 (State Funding)
Flood Recovery - Local Roads	$7,001,855		$7,001,855	31 October 2027	Regional Emergency Road Repair Fund (State Funding)
Essential Public Asset Restoration	$1,067,688		$1,067,688	31 January 2026	Disaster Funding Recovery Assistance - ARGN 1086
Hardinge Street Reconstruction	$13,714,613	$5,975,775	$7,738,838	Grant funding for Roads to Recovery completion by 39 June 2029 as part of 5 year program. TfNSW have not set a completion date for their funded works.	Transport for NSW and Federal Government's Roads to Recovery Program
Deniliquin Major Overland Flood Study (funding ratio 6:1) North Deniliquin Levee	$150,858 $1,782,000	$25,143 $297,000	$125,715 $1,485,000	5 February 2027	Floodplain Management Program

Project Details	Total Project Estimate	Council Funding	External Funding	Grant Funding Completion Date	Funding Body
Upgrade - Construction (funding ratio 6:1)					
North Deniliquin Levee Upgrade (funding 50/50)	$1,458,492	$729,246	$729,246	30 June 2027	Disaster Recovery Funding R2
Deniliquin South Levee Wall Repairs	$1,268,991		$1,268,991	31 May 2027	Natural Disaster Essential Public Asset Restoration Grant (NSW Public Works)
Cressy St Reconstruction	$595,000	$95,000	$500,000	Grant funding for Roads to Recovery completion by 30 June 2029 as part of 5-year program.	Roads to Recovery

PROPOSAL/DISCUSSION

Included in Attachment 1 to this report is a list of high complexity projects, identifying initial budgets, financial status and delivery status of the work currently being undertaken by Council.

Following is a brief project update by project.

Hardinge Street Reconstruction

Stage 1 - Watermains - Wood St-Harfleur St are complete. Procurement is underway for Stage 2 - Watermains - Ochtertyre St - Wood St. Procurement for Civil Works is ready to go out to tender, however Council is waiting to finalise a funding agreement with TfNSW in order to proceed with this tender.

Peppin Heritage Centre - Masterplan Implementation - Museum Refurbishment

Development Application is currently being advertised on Councils website. A graphic designer has been procured and is working with the Museum Curator to finalise content and interpretive text. Construction of the museum is due to commence in November 2025.

This funding is due for completion in January 2026.

Town Hall Revitalisation

Procurement is underway for this project to enhance the kitchen area, illuminated signage, gallery wall hanging infrastructure and upgrading technology for the new Council Chambers.

This funding is due for completion in January 2026.

Regional Emergency Road Repair Fund (RERRF) - Road Works

Locations for repair and rehabilitation work to be completed as part of the 25/26 RERRF Program include:

Road and Suburb Name	Work Activity Type	Quantity	Unit of Measure (e.g. Each, m², km)
Tuppal Rd	Drainage & culverts	1040	m
Tuppal Rd	Rehabilitation	3535	m2
Carrathool Rd	Rehabilitation	600	m2
Carrathool Rd	Bridge maintenance	12	m2
Murgha - Windouran Rd	Rehabilitation	1980	m2
Campbells Rd	Rehabilitation	805	m2
Campbells Rd	Drainage & culverts	2000	m
Martins Rd	Drainage & culverts	3600	m
Martins Rd	Rehabilitation	3780	m2
Wandook Rd	Rehabilitation	1025	m2
Nesbits Rd	Rehabilitation	830	m2
CEMETERY RD	Rehabilitation	12630	m2
CEMETERY RD	Rehabilitation	660	m2
RICEMILL RD	Drainage & culverts	70	m
RICEMILL RD	Rehabilitation	350	m2
RICEMILL RD	Rehabilitation	1120	m2
RICEMILL RD	Rehabilitation	470	m2
Mokanger Rd	Rehabilitation	2210	m2
Warragoon Rd	Drainage & culverts	3100	m
Warragoon Rd	Rehabilitation	1015	m2
Cowans Rd	Rehabilitation	960	m2

The value of this program in 25/26 is approximately $1.78M and will be delivered using Council construction crews, supported by contractors where needed. Construction works at these locations have yet to commence.

This funding is due for completion in October 2027.

Disaster Recovery Funding Assistance - Emergency Road Works

Funding has been approved for AGRN 1086, and the agreement signed 1 July 2025. Works under this agreement will include:

Description	Progress [%]
DRFA - Butler Street	0%
DRFA - Cemetery Road	0%
DRFA - Fowler Street	0%
DRFA - Henry Street	0%
DRFA - Jameson Street	0%
DRFA - Napier Street	0%
DRFA - Noyes Street	0%
DRFA - Poictiers Street	0%
DRFA - Racecourse Road	0%
DRFA - Riverview Road	0%
DRFA - Russell Road	0%
DRFA - Macauley Street	0%
DRFA - Ricemill Road	0%

Works are due to commence in November 2025.

This funding is due for completion January 2027.

Floodplain Management Program & Disaster Ready Fund R2

Both these funding streams have been received for the North Deni Levee Bank Construction. Council is reviewing a way forward to undertake project development and steps to be undertaken prior to tendering for construction.

This funding is due for completion in February and June 2027.

NSW Public Works

This funding has been received as a result of the NSW Flooding from 14 September 2022 - ARGN 1034 and is to be used to repair the South levee wall in the vicinity of St Michael's Street and a section at McLeans Beach. The Project Manager has commenced consultation, planning approvals for review of environmental factors (REF), survey, Geotech and design. Procurement is complete for the REF and Geotech to be undertaken. This is a protracted process but necessary prior to commencement of design and construction.

This funding is due for completion in May 2027.

Cressy Street Refurbishment

A portion of the Roads to Recovery funding will be used for the reconstruction of Cressy Street from the pedestrian crossing in front of the Town Hall to Wellington Street roundabout and will include pavement, kerb and gutter, footpath and water mains.

Procurement is underway for Design.

Project is due for completion in June 2026.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

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

6.2 Financial

Is this currently budgeted: Yes - through various approved funding allocations.

6.3 Community Engagement/Consultation

Level of Engagement	Stakeholder	Activity	Date, Location, etc	Outcome
Inform and Consult	Targeted to user groups and the broader community.	Media release, social media, meetings.	Varies for each project as announced.	Awareness of funded project opportunities for the community.

6.4 Work Health and Safety

Council WHS policy and procedures apply to all projects carried out from funding allocations.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

1: Project Status report for August 2025.

Attachment 1 - Report - August 25

Capital Works Complex Projects - August 2025

Funding Source	Project Title	Total Budget	Council Contribution	Actual Expenses	Project Delivery % Complete	Financial spend % complete
Local Roads and Community Infrastructure R4		**$ 1,518,748**		**$ 1,352,258**		**89%**
	Part A - Lighting Deni and Blighty Reserves, VRA Building, Saleyards Amenities, Basketball Stadium	$ 963,170		$ 904,063	89%	94%
	Part 2 -K&G, Shoulder and drainage works urban roads	$ 555,578		$ 448,195	94%	81%
Stronger Country Communities R5		**$ 939,885**		**$ 213,717**		**23%**
	Peppin Heritage Centre - Masterplan Implementation	$ 714,000		$ 191,623	23%	27%
	Town Hall Revitalisation Project - Regional Theatre	$ 225,885		$ 22,094	27%	10%
Regional Emergency Road Repair Funding - TfNSW		**$ 7,001,855**		**$ 6,537,810**		**93%**
(combined with RLRRP to form RERRF)	Emergency Road Repair	$ 7,001,855		$ 6,537,810	93%	93%
Flood Plain Management Program		**$ 1,932,858**		**$ 17,198**		**1%**
Funding ratio: 6:1	Deniliquin Major Overland Flow Flood Study	$ 150,858	$ 25,143	$ 17,198	11%	1%
Funding ratio: 6:1	North Deniliquin Levee Upgrade - construction	$ 1,782,000	$ 297,000	$ -	0%	0%
TfNSW		**$ 13,714,613**		**$ 765,229**		**6%**
	Hardinge St Reconstruction	$ 13,714,613	$ 5,975,775	$ 765,229	6%	6%
Natural Disaster Essential Public Asset Restoration Grant		**$ 1,268,991**		**$ 82,206**		**6%**
	Deniliquin South Levee Wall	$ 1,268,991		$ 82,206	6%	6%
Disaster Recovery Fund - Round 2		**$ 1,458,492**		**$ 28,170**		**2%**
Funding ratio 50/50	North Deniliquin Levee Bank	$ 1,458,492	$ 729,246	$ 28,170	2%	2%
Essential Public Asset Reconstruction		**$ 1,067,688**		**$ 218,266**		**20%**
DFRA - TfNSW Administer - AGRN 1086	Essential Asset Repair	$ 1,067,688		$ 218,266	20%	20%
ERC Capital Works Program		**$ 595,000**				**0%**
R2R	Cressy Street reconstruction	$ 595,000	$ 95,000	$ -	0%	0%
	Total Current Funding	**$ 29,498,130**	**$ 7,122,164**	**$ 9,214,854**	**74%**	**31%**

12.6. RESOLUTIONS OF COUNCIL AS AT 5 SEPTEMBER 2025

Author: Executive Assistant

Authoriser: Chief Executive Officer

RECOMMENDATION

That Council note the information in the Resolutions of Council as at 5 September 2025.

COMMUNITY STRATEGIC PLAN

5. Leadership: Accountable Civic Leaders

5.6 Good Corporate Governance

BACKGROUND

The attached report details the status of open Resolutions of Council.

- Total Resolutions of Council for the 2024/2025 Financial Year - 167
- Total Closed Resolutions of Council for the 2024/2025 Financial Year - 159
- Total Resolutions of Council for the 2025/2026 Financial Year - 38
- Total Closed Resolutions of Council for the 2025/2026 Financial Year - 32

PROPOSAL/DISCUSSION

Monthly report to update Councillors and the community on the progress of Council Resolutions.

RISK AND IMPLICATIONS

6.3 Community Engagement/Consultation

Information report.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

1. Council meeting resolutions as at 5 September 2025.

Attachment 1 - Council Meeting Resolutions at 5 September 2025

Council Meeting Resolutions as at 5 September 2025

19 August 2025	Ordinary Council Meeting	Responsibility	Status	Expected Date of Completion
2025/1908/10.2	Draft Minutes from the Local Traffic Committee That Council: 1. Accepts the minutes of the Edward River Council Local Traffic Committee meeting, held on 31 July 2025, and 2. Approves the Special Event application for the Deni Ute Muster, to be held from Thursday, 2 October 2025 to Sunday, 5 October 2025, based on the endorsement of the Special Event application by the Local Traffic Committee.	Director Infrastructure	Completed	Closed
2025/1908/11.1	Community Grants Program 2025-2026 That Council: Item 1 Allocate the full $25,000 of 2025/26 Community Grants program as tabled in the proposal with the CWA proposal to read $1,500 and Pony Club $1,500. Item 2 to be deferred and a report to be brought back to September Council meeting regarding the Water Fund reserves. Item 3 To develop a policy to assist community organisations in sourcing suitable refurbished IT Equipment.	Chief Executive Officer	Policy to assist community organisations in sourcing suitable refurbished IT Equipment being developed.	October 2025
2025/1908/11.5	Adoption of Plans of Management That Council: 1. Adopts the Plans of Management noted below, pursuant to Section 40 of the Local Government Act 1993 and in accordance with 3.23(6) of the Crown Land Management Act 2016: a. Plan of Management - (POM 11) Various incorporating Booroorban Sports Ground Reserve No 57705, North Conargo Reserve No 65114, Conargo Hall Reserve No65943, Pretty Pine Sports Ground Reserve No 85270, Blighty Hall & Football Ground Reserve No	Director Infrastructure	Plans adopted. Public notice given. Crown Land Management will be contacted regarding cultural and heritage sites.	October 2025

Council Meeting Resolutions as at 5 September 2025

	88854, Booroorban Hall Reserve No 97439, Woodbury Woodlot Reserve No 150050, b. Plan of Management - (POM 12) Various incorporating Waring Garden Reserve No 550028, McFaull Park Reserve No 550036, Harfleur St Boat Ramp (Mathews Park) No 1000443, J.P. Burchfield Park Reserve No 550034, Deniliquin Oval Reserve No 77085, Deniliquin Sports Park Reserve No 1500007, Deniliquin Swim Centre Reserve No 88772, Deniliquin Town Hall No 1000166, Deniliquin VRA Site Reserve 96339, c. Plan of Management - (POM 13) Booroorban Cemetery Reserve No 86089, d. Plan of Management - (POM 15) Edward River Reserve No 90112, e. Plan of Management - (POM 16) Loy Reserve No 1001384, and f. Plan of Management - (POM 17 Various incorporating Fish Park No 550035, Ute on Pole Site No 97120, Willoughby's Beach (Memorial Park Water Intake) No 91033. 2. Give public notice of the adoption of the Plans of Management in accordance with Section 40(2A) of the Local Government Act, 1993 3. Council will discuss with the department to add cultural/heritage sites, specifically the Blighty Hall and Football Ground and investigate other sites.			
2025/1908/15.1	Contract C2025/34 Operation and Management of Deniliquin Swim Centre and Hydrotherapy Pool That Council: 1. Accepts the tender submitted by Deniliquin Aquatic Community Group for Contract C2025/34 Operation and Management of Deniliquin Swim Centre and Hydrotherapy Pool for the Lump Sum of $286,000 including GST, and 2. Authorises the Mayor and Chief Executive Officer to sign and affix the Common Seal of Edward River Council to the contract documentation for Contract C2025/34 Operation and	Director Infrastructure	Tender accepted. Contract with tendered for signing. Awaiting return.	September 2025

Council Meeting Resolutions as at 5 September 2025

	Management of Deniliquin Swim Centre and Hydrotherapy Pool.			
15 July 2025	**Ordinary Council Meeting**	**Responsibility**	**Status**	**Expected Date of Completion**
2025/1507/11.1	Naming of the North Deni Rest Stop That Council: 1. Endorse the name 'Legends Rest Area' for the area of the North Deniliquin Reserve adjacent to Davidson Street, 2. Call for submissions from the public regarding the proposed name 'Legends Rest Area' for a period of not less than 28 days, and 3. If no submissions are received, submit the name 'Legends Rest Area' to the Geographic Names Board of NSW for the area of the North Deniliquin Reserve adjacent to Davidson Street. 4. Develop a policy for the naming of parks and facilities.	Director Infrastructure	On Public Exhibition through to August 15 – One positive submission received. Policy will be developed and discussed and will return to the August 2025 Council meeting.	September 2025
2025/1507/11.3	Public Library Infrastructure Grant and Country Public Transport Infrastructure Scheme Grant That Council approve expenditure of grant funds for the following successful funding applications; 1. Library Infrastructure Improvements under the Public Library Infrastructure Grant 2024-25 for the value of $185,000, and 2. New and Upgrade Bus Shelters under the Country Public Transport Infrastructure Grant Scheme for the value of $93,500. 3. Further discussion to come to Council regarding the location of the Bus Shelters.	Director Infrastructure	Discussion regarding locations will come back to Council. Waiting on reply from funding body to see if changes can be made to locations on application.	September 2025
2025/1507/11.4	Conferences/Councillor Professional Development Opportunities That Council approves the attendance of the following Councillors/Chief Executive Officer at three important Local Government Conferences:-	Executive Assistant	Cr Mulham booking confirmed for ALGWA NSW Conference.	September 2025 October 2025

Council Meeting Resolutions as at 5 September 2025

	1. ALGWA NSW Conference 2025 - Griffith 'Taste the Inspiration' - Griffith NSW Thursday 4th to Saturday 6th September 2025 Cr Leanne Mulham. 2. The Regions Rising National Summit 2025 Canberra 7 October to 8 October 2025 Cr Frank Schofield, Cr Shirlee Burge and Deputy Mayor Cr Kellie Crossley 3. 2025 LGNSW Annual Conference Sunday 23 November to Tuesday 25 November 2025 Mayor Cr Ashley Hall, Cr Shirlee Burge, Cr Shannon Sampson and the Chief Executive Officer. 4. Note that motions for the LGNSW Annual Conference are open and remain open until 26 October 2025. 5. That Edward River Council's voting delegate at the LGNSW Annual Conference will be the Mayor, if unavailable will be Deputy Mayor or if unavailable will be a Councillor as delegated by the Mayor.		Regions Rising National Summit Booking Confirmed	
17 June 2025	**Ordinary Council Meeting**	**Responsibility**	**Status**	**Expected Date of Completion**
2025/1706/12.1	End Street Trees Removal That Council engage further independent technical expertise to provide further information regarding the trees located at 142-144 End Street, Deniliquin and bring this report back to Council prior to any decision being made.	Director Infrastructure	Document out. Closes Thursday 7 August 2025. Report will be brought to Council once completed. Tender Awarded. Waiting on confirmation of dates of availability.	September 2025
20 May 2025	**Ordinary Council Meeting**	**Responsibility**	**Status**	**Expected Date of Completion**
2025/2005/10.2	Draft Minutes of the Conargo Hall Committee	Manager Facilities and Open Spaces	1.Letter of acceptance sent to	Closed

Council Meeting Resolutions as at 5 September 2025

	That Council receives the minutes of the Conargo Hall Committee meeting held on Wednesday 30th April 2025, and endorses the recommendations from the Committee contained therein, specifically; 1 The acceptance of the quotation from Deni Civil & Construction for $30,000.00 plus GST for the complete removal of the sheep yards, loading ramps and remediation of the site. This is to be funded by the Bob White Bequest fund, and 2 Considers the Committee's request for the Conargo Hall Committee to become an incorporated association.		Deni Civil & Construction. 2.Committee status to be reviewed as part of Committees Framework.	September 2025
2025/2005/15.1	C2025/17 Barham Road – Precast Concrete Box Culverts Supply & Delivery. That Council 3. Accepts the Schedule of Rates contract pricing amounting to $125,000 + GST submitted by Civilcast Pty Ltd for Contract C2025/17 Barham Road – Precast Concrete Box Culverts Supply and Delivery, 4. Authorises the Mayor and Chief Executive Officer to sign and affix Council's seal to the contract documentation for Contract C2025/17 Barham Road – Precast Concrete Box Culverts Supply and Delivery, and 5. Authorises the Contract Superintendent to approve variations to the purchase order up to a maximum value of 10%. 6. The CEO and Director will review the calculations with approval for an additional budget figure of $25,000 if required.	Director Infrastructure	1. Order of units to be sent by end of June. 4.Calculations have been approved.	June 2025
15 April 2025	**Questions on Notice**			
2025/1504/10.2	Draft Minutes of the Memorial Park Users Group **Question:** Some of the items addressed within the Masterplan – could they be implemented, especially considering the Rovers will be hosting the Picola League Grand Final this year? **Response:** F&OS is working with Rovers to address the masterplan items not yet complete, as well as normal operational maintenance in preparation for this years grand final.	Manager Facilities and Open Spaces	Draft agreed works now due end of June. This will include any maintenance work completed to date. Rovers received quotes for the decking around the	September 2025

Council Meeting Resolutions as at 5 September 2025

	Discussions so far have addressed the netball changerooms, carparking and drainage as areas of focus. F&OS will have a draft of agreed works by end of April and will look to finalise scopes of work by end of May. This will be made available and reported to the Memorial Park User Committee. Additionally the F&OS Manager followed up with Josh Bode post the council meeting, and was advised the decking as noted in the Masterplan was not a priority at this time.		clubrooms but have decided to move away from this. Drainage maintenance has been looked at and is pending Rovers.	
2025/1504/10.3	Draft Minutes of the Airport Advisory Committee **Replanting of Trees around Proposed Sky Park** **Question:** What is the status of this project? **Response:** F&OS have requested 2011 Airport masterplan from Advisory Committee to address outstanding items such as landscaping and trees. These items will be scoped and reported back to the Committee. **Updated response** Masterplan received and gone back to committee for comment. Landscaping Plan yet to be received, planned works at the moment include removal of dead trees along drive and will suggest new plantings. ULP – having difficulty securing operator since installation. Negotiations are continuing and a management outcome expected in September 2025.	Manager Facilities and Open Spaces		September 2025
18 March 2025	**Ordinary Council Meeting**	**Responsibility**	**Status**	**Expected Date of Completion**
2025/1803/11.5	Unclaimed Land – Office of Local Government Response That Council: Defer consideration of this matter until a later date when Councillors have been more informed via Workshop.	~~Acting Director Corporate Services~~ Director Corporate Services	Further information has been supplied which will be brought to the October Workshop and then Council Meeting	October 2025

Council Meeting Resolutions as at 5 September 2025

18 February 2025	Ordinary Council Meeting	Responsibility	Status	Expected Date of Completion
2025/1802/11.8	Quarterly Budget Review Statement – December 2024 That Council: 1. Adopt the December 2024 Quarterly Budget Review Statement, inclusive of the Accounting Officer's report on the financial position of Council. 2. Approve the proposed adjustments resulting in the revised budget for the 2024/25 financial year; a. Net operating result (including capital grants) of $6.52 million surplus b. Underlying net operating result (excluding capital grants) of $238k deficit c. Capital grant expenditure of $19.8 million 3. Do not support the money put aside for Town Hall refurbishment, but rather a further report to come back to Council.	Executive Team Members	Further report to Council regarding Town Hall refurbishment will be tabled at the August Council meeting.	August 2025
17 December 2024	**Ordinary Council Meeting**	**Responsibility**	**Status**	**Expected Date of Completion**
2024/1712/11.2	Flood Plans and Mitigation Works for Davidson Street Area That Council adopt the final report into Data Collection and Analysis of the November 2022 Flood Event Davidson Street and North Deniliquin, prepared by WMA Water. Council will be provided with further recommendations following investigation into the proposed options.	Director Infrastructure	Letter has been sent to Davidson Street Residents to advise them of the Report being completed. Further report will follow with recommendations.	June 2025
16 July 2024	**Ordinary Council Meeting**	**Responsibility**	**Status**	**Expected Date of Completion**

Council Meeting Resolutions as at 5 September 2025

2024/1607/11.	1. Growth Strategy – Project Advisory Committee Meeting Minutes 2. That Council receive the draft minutes of the Growth Strategy Project Advisory Committee meeting held on 25 June 2024 and endorse the committee's recommendations and resolutions contained therein, specifically that: 3. Changes to the strategy in response to feedback made in the following areas: a. early childhood; b. First Nations; c. accommodation; d. consideration of all investment and governance models; e. river health and erosion; f. river health and lagoon system; g. use of Gazetted name of the river; h. poverty and homelessness; i. digital connectivity and renewable energy; j. that feedback will inform project development; k. animal health and livestock; l. waste; m. Island Sanctuary, 4. The time frame for delivery of the final strategy be amended for the purpose of targeted, relevant consultation.	Manager Community & Economy	Minor Strategy Amendments underway will the final document being presented to September Council Meeting.	~~August 2025~~ September 2025.
17 June 2024	**Ordinary Council Meeting**	**Responsibility**	**Status**	**Expected Date of Completion**
2024/1706/13.1	Notice of Motion – Multi Arts Centre & Sunday School Building That Council: 1.Resolve to enter into a peppercorn lease with Edward River Art Society (ERAS) for the occupancy of the Multi Arts Centre and shared occupancy of the Sunday School building for a period of up to one year; and	Interim Chief Executive Officer	Lease agreement is in draft, due for finalisation Quarter One 25/26	August 2025

Council Meeting Resolutions as at 5 September 2025

	2.Authorises the Interim CEO to enter into negotiations with ERAS for the permanent use of the Multi Arts Centre and Sunday School building and to bring a report back to Council for consideration.			
19 September 2023	**Ordinary Council Meeting**	**Responsibility**	**Status**	**Expected Date of Completion**
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 *Local Government (General) Regulation 2021* 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 *Local Government Act 1993* 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	Letter received from OLG. Update will be provided. Will go to August Council meeting. Refer to Resolution **2025/1803/11.5** Further information has been supplied which will be brought to the October Workshop and then Council Meeting	Closed

13. NOTICES OF MOTIONS

13.1. NOTICE OF MOTION CR FRANK SCHOFIELD

Author: Cr Frank Schofield

Authoriser: Chief Executive Officer

RECOMMENDATION

Conversion of Taxi Ranks to Rideshare Bays

That Council:

1. Remove existing taxi ranks within Deniliquin,
2. Redesignate these spaces as 'Rideshare Bays' to allow rideshare and courtesy services to utilise these spaces, and install appropriate signage; and
3. Write to Transport for NSW advising of this change and seeking any required approvals.

COMMUNITY STRATEGIC PLAN

1. Communities: Caring, healthy, connect, inclusive communities

1.4 Accessibility and Inclusion

3. Built Environment: Liveable Built Environments

3.2 Road network, and footpaths, cycleways (active transport)

BACKGROUND

Edward River Council has been without a licensed taxi service since March 1st. Taxi ranks remain in place across the Deniliquin area, creating confusion for visitors, and disadvantages the provider who is still operating in our community.

Reallocating taxi ranks to 'Rideshare Bays' will:

- Better reflect current transport options;
- Provide safe and convenient pick-up/drop-off points; and
- Ensure kerbside space is used effectively.

PROPOSAL/DISCUSSION

Transport for NSW Delegations to Council

In August 2025, Transport for NSW (TfNSW) published an updated 'Authorisation and Delegation - Prescribed Traffic Control Devices and Regulation of Traffic' document (Delegation to Councils). This document outlines those TfNSW functions under the *Roads Act*, relating to traffic control facilities, that have now been delegated to Council to manage. The updated Delegation to Councils also notes the formation of the Local Traffic Forum, which replaces the previous Local Traffic Committee, to assist councils in managing traffic control facilities and road issues in general. It noted that the Local Traffic Forum is not a decision making forum.

Mandatory Referrals to the Local Traffic Forum

Under the Delegation Councils, Council is required to refer to the Local Traffic Forum any proposals that would, for a period exceeding 24 hours, prevent, impede, or hinder the safe and efficient operation of a public passenger service. Under the *Point to Point Transport (Taxis and Hire Vehicles) Act,* taxis are considered to be public passenger vehicles. Therefore, though it is noted that taxis

have not operated in Deniliquin for some time, the removal of dedicated taxi rank signage is considered to prevent or impede a public passenger service and therefore would require referral to the Local Traffic Forum prior to implementation of the proposal.

Local Traffic Forum

As previously noted, the Local Traffic Forum is not a decision making body. The Forum will review the proposal submitted by Council and make recommendations back to Council regarding the implementation of the proposal. Upon receiving any advice from the Forum, Council may proceed with the proposal unless the TfNSW representative submits a Statement of Concern on behalf of TfNSW. This reflects the fact that Council only has delegation from TfNSW to implement this type of traffic control facility, with TfNSW maintaining its rights and responsibilities under the *Roads Act*. In such cases Council is required, in writing, to provide additional information on how it intends to address the concerns raised by TfNSW before implementing the proposal.

Implementation of the Notice of Motion

Based on the above information, Council staff recommend the following actions regarding implementation of the submitted Notice of Motion:

1. Council supports the removal of taxi rank signage throughout Deniliquin, replacing them with signage that would dedicate the relevant areas for hire car and rideshare vehicles, and
2. Council submits a proposal to the Local Traffic Forum for the removal of the taxi rank signage throughout Deniliquin, replacing them with hire car and rideshare vehicles only signage.

Depending on the response from the Local Traffic Forum, the proposal may be implemented by the Chief Executive Officer under the 'Delegations of Authority - Part 1 - Council to Mayor, Committees, Other Bodies and General Manager'.

Management of road signage, including the replacement of parking signage, is part of Council's Traffic Facilities budget.

RISK AND IMPLICATIONS

6.1 Legislative and Policy

TfNSW has delegated certain functions to Council relating to traffic control facilities, under the *2025 Authorisation and Delegation - Prescribed Traffic Control Devices and Regulation of Traffic*. Actions taken by Council outside this delegation may not be legally enforceable and may result in legal action being taken against Council

6.2 Financial

Is this currently budgeted? Yes. Replacement of road signage, including parking signs, is part of Council's Traffic Facilities budget.

6.4 Work Health and Safety

There are no Work Health Safety issues regarding this matter.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

ATTACHMENTS

There are no attachments to this report.

14. QUESTIONS WITH NOTICE

14.1. QUESTION WITH NOTICE CR LEANNE MULHAM

Author: Cr Leanne Mulham

Authoriser:

RECOMMENDATION

Question:

On 29th March Council closed Napier St to do some investigation work on footpath cracking. During this investigation lots of markings were put on the footpaths. Can the community be informed on the outcomes of this investigation work and whether any issues or concerns were identified?

COMMUNITY STRATEGIC PLAN

3. Built Environment: Liveable Built Environments

3.2 Road network, and footpaths, cycleways (active transport)

BACKGROUND

In early 2025, Council staff were advised by business operators along Napier Street of movement in the asphalt footpath area along the southeastern side of Napier Street between George Street and Cressy Street. Council staff investigated the matter and discussed the business operators concerns with them. These investigations confirmed that movement of the footpath in excess of that anticipated given its age had occurred. It is noted that this movement was observed through cracking in the footpath as well as swelling in certain areas.

PROPOSAL/DISCUSSION

Based on the outcomes of the initial visual inspection of the footpath, Council staff organised for survey and Ground Penetration Radar (GPR) of the area. GPR is a non-destructive method of investigation, providing information on the presence of anomalies in the pavement and sub-grade without the need to pothole or dig the area. The GPR investigation was undertaken in March 2025 with the results provided to Council staff shortly after. The GPR records anomalies in the radar return signal, normally due to voids in the sub-grade or areas of different material.

From the GPR results, there were several anomalies found in the footpath sub-grade at the following locations, lining up with where movement has been found in the footpath surface and kerb and gutter:

- Mid-block near the pedestrian crossing, and
- Near the intersection of Napier Street and Cressy Street.

The GPR results are unable to clearly determine the source and extent of the anomalies. It is thought that these anomalies may be from cellars attached to adjoining buildings or tunnels between the cellars. There may also be voids in and around stormwater drainage. It was recommended to Council that additional GPR survey be undertaken, using more powerful equipment that can measure to a depth of 10m. The purpose of this additional investigation would be to try and determine whether there are cellars, tunnels or other large voids that may be impacting the footpath. The estimated cost for this additional GPR survey is $30,000.

Since March 2025, Council staff have been monitoring the area for further movement of the footpath and kerb and gutter. This has included visual investigations as well as surveying of points in the area on a monthly basis. The survey results have shown a maximum movement of 5mm over the past months, at the kerbline near the pedestrian crossing, with movement of 1mm to 2mm being recorded

at the other locations. This indicates that the area has settled down and is no longer a situation requiring emergency works the rectify issues.

Visual inspection notes cracking of the footpath surface in these areas, as result of settlement and movement, and a general sinking of the footpath in the area just south of the mid-block crossing. It is not known whether this is due to recent settlement of the footpath or was part of the original footpath construction.

Based on the GPR, survey results and visual inspections, Council staff recommend that current investigation works continue, including monthly survey, up until the end of the calendar year. This will determine if the current situation, noting only minor movement in the footpath since earlier in the year, has continued and does not require immediate rectification works. If this is the case, Council staff will propose replacement of sections of the footpath as part of the 2026/27 Footpath Renewal Program. These works will include:

- Removal of the existing footpath, including the brick banding,
- Investigation of the sub-grade area through potholing to determine if there are any anomalies or voids in the subgrade that may impact the footpath. This is better than GPR as it is a physical investigation of the area and will not further damage the area as the footpath would have been removed,
- Strengthening the sub-grade, including bridging any voids that may impact the footpath, and
- Replacing the asphalt footpath and brick banding so that it is the same as the remaining footpath.

It is anticipated that approximately 200 sq.m. would be replaced as part of these works at an estimated cost of $90,000. This is within the normal budget allocation for the annual Footpath Renewal Program of $195,000.

Should investigations over the coming months show movement greater than what has been noted over the past months, Council may need to commence footpath replacement works, as noted above, as emergency works. Council will be advised should this be needed and requests for additional budget to undertake the works may be required.

It is noted that Council staff do not intend to proceed with additional GPR investigation works. With minimal movement in the footpath surface over the past months and a plan to replace the footpath in impacted areas as part of next year's program, subgrade investigation works through potholing will be able to be done as part of these renewal works.

RISK AND IMPLICATIONS

Council has a duty of care to the public regarding assets, including that footpaths are free of trips and hazards. Further deterioration of the footpath along Napier Street may lead to trips and hazards, impacting the public use of the footpath. This would require immediate repair and replacement of the impacted areas as emergency works, and Council will be notified should this required.

OFFICER'S CONFLICT OF INTEREST DECLARATION

As the author of this report and in providing this advice to Council, I have no interests to disclose in relation to this report.

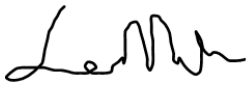
ATTACHMENTS

1. Councillor Questions with Notice

Attachment 1 - Councillor Question with Notice 2 September 2025

Councillor Questions with Notice

Submitted on	2 September 2025, 9:45PM
Receipt number	2
Related form version	0

The question I have regarding the performance or operations of the council:	On 29 th March Council closed Napier St to do some investigation work on footpath cracking. During this investigation lots of markings were put on the footpaths. Can the community be informed on the outcomes of this investigation work and whether any issues or concerns were identified.?
Councillor's Name	Cr Leanne Mulham
Signature	 Link to signature

15. CONFIDENTIAL MATTERS

16. CLOSE OF MEETING