



Council Chambers,  
BERRIGAN NSW 2712

Sir/Madam,

The Ordinary Meeting of the Council of the Shire of Berrigan will be held in the **Council Chambers**, Berrigan, on **18<sup>th</sup> October, 2017** when the following business will be submitted:-

**9:00AM**

**Public Question Time**

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11.	CLOSE OF MEETING	

No business, other than that on the Agenda, may be dealt with at this meeting unless admitted by the Mayor.

ROWAN PERKINS  
GENERAL MANAGER



## **Council Meeting**

Wednesday 18<sup>th</sup> October, 2017

### **BUSINESS PAPER**

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#### **1. APOLOGIES**

#### **2. DECLARATION OF ITEMS OF PECUNIARY OR OTHER INTEREST**

#### **3. VISITORS ATTENDING MEETING**

#### **4. CONFIRMATION OF MINUTES**

**RECOMMENDATION** – that the Minutes of the meeting held in the Council Chambers on Wednesday 20<sup>th</sup> September, 2017 and the Extraordinary meeting held in the Council Chambers on Wednesday 4<sup>th</sup> October, 2017 be confirmed.

#### **5.1 FINANCE – ACCOUNTS**

**AUTHOR:** Finance Manager

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**RECOMMENDATION** – that the Financial Statement, Bank Reconciliation Certificate and Petty Cash Book made up to 30 September 2017, be received and that the accounts paid as per Warrant No. 09/17 totaling \$3,529,374.19 be confirmed.

Items requiring Council Resolution

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REPORT

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- a) A Financial Statement covering all funds of the Council indicating the Bank Balances as at 30 September 2017 is certified by the Finance Manager.
- b) The Finance Manager certifies that the Cash Book of the Council was reconciled with the Bank Statements as at 30 September 2017.
- c) The Finance Manager certifies the Accounts, including the Petty Cash Book made up to 30 September 2017, totaling \$3,529,374.19 and will be submitted for confirmation of payment as per Warrant No. 09/17
- d) The Finance Manager certifies that all Investments have been placed in accordance with:
- i. Council's Investment Policy,
  - ii. Section 625 of the *Local Government Act* 1993 (as amended),
  - iii. the Minister's Amended Investment Order gazetted 11 January 2011,
  - iv. clause 212 of the Local Government (General) Regulations 2005, and
  - v. Third Party Investment requirements of the Office of Local Government Circular 06-70.
- e) September has seen a slight decrease in total funds held at the end of August. The decrease is comparable with the same period last year and represents the general pattern in cash holdings over a year. Total funds held are expected to decrease over the October period as current creditors submit bills for work currently underway.
- Council currently has an additional \$3.3 million more in cash than the same time last year, although the bulk of this is attributable to the payment of \$2.2M (50%) of the Financial Assistance Grant in Advance.

## Items requiring Council Resolution

### Statement of Bank Balances as at 30 September 2017

#### Bank Account Reconciliation

Cash book balance as at 1 September 2017	\$ 3,811,878.59
Receipts for September 2017	\$ 1,028,396.17
Term Deposits Credited Back	\$ -
	<b>\$ 4,840,274.76</b>

#### Less Payments Statement No 09/17

Cheque Payments V075789 - V075795	\$ 6,172.06
Electronic Funds Transfer (EFT) payroll	\$ 529,423.17
Electronic Funds Transfer (EFT) Creditors E027254 - E027452	\$ 974,255.72
Term Deposits Invested	\$ 2,000,000.00
Loan repayments, bank charges, etc	\$ 19,523.24
Total Payments for September 2017	\$ 3,529,374.19

#### Cash Book Balance as at 30 September 2017

**\$ 1,310,900.57**

#### Bank Statements as at 30 September 2017

\$ 1,310,922.57

#### Plus Outstanding Deposits

#### Less Outstanding Cheques/Payments

\$ 22.00

#### Reconciliation Balance as at 30 September 2017

**\$ 1,310,900.57**

#### INVESTMENT REGISTER

INSTITUTION	DEPOSIT NO.	TERM (days)	RATE	MATURITY DATE	INSTITUTION TOTAL
AMP	117/15	273	2.75%	22/12/2017	\$ 2,000,000.00
AMP	133/17	271	2.60%	28/05/2018	\$ 1,000,000.00
AMP	125/16	274	2.60%	5/06/2018	\$ 2,000,000.00
Goulburn Murray Credit Union	131/17	180	2.75%	20/11/2017	\$ 2,000,000.00
Goulburn Murray Credit Union	124/16	275	2.75%	13/01/2018	\$ 2,000,000.00
Bendigo Bank	122/16	184	2.65%	30/11/2017	\$ 2,000,000.00
Bendigo Bank	134/17	365	2.60%	13/09/2018	\$ 2,000,000.00
Bendigo Bank	128/16	365	2.60%	21/09/2018	\$ 2,000,000.00
Central Murray Credit Union	130/17	365	3.05%	1/03/2018	\$ 1,000,000.00
Central Murray Credit Union	104/14	365	2.70%	18/07/2018	\$ 2,000,000.00
Central Murray Credit Union	126/16	365	2.70%	31/08/2018	\$ 2,000,000.00
Defence Bank Limited	102/14	183	2.60%	4/10/2017	\$ 2,000,000.00
Defence Bank Limited	106/14	270	2.70%	24/12/2017	\$ 1,000,000.00
Defence Bank Limited	129/17	365	2.80%	28/02/2018	\$ 1,000,000.00
ME Bank	127/16	182	2.65%	28/11/2017	\$ 2,000,000.00
ME Bank	132/17	182	2.65%	8/01/2018	\$ 2,000,000.00
T-CORP HOURGLASS AT CALL		AT CALL			\$ -
					<b>\$ 28,000,000.00</b>

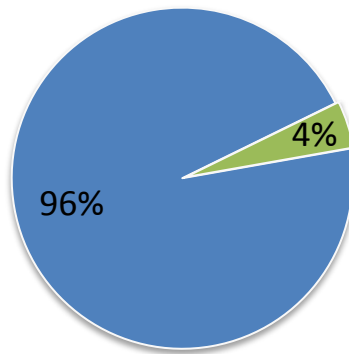
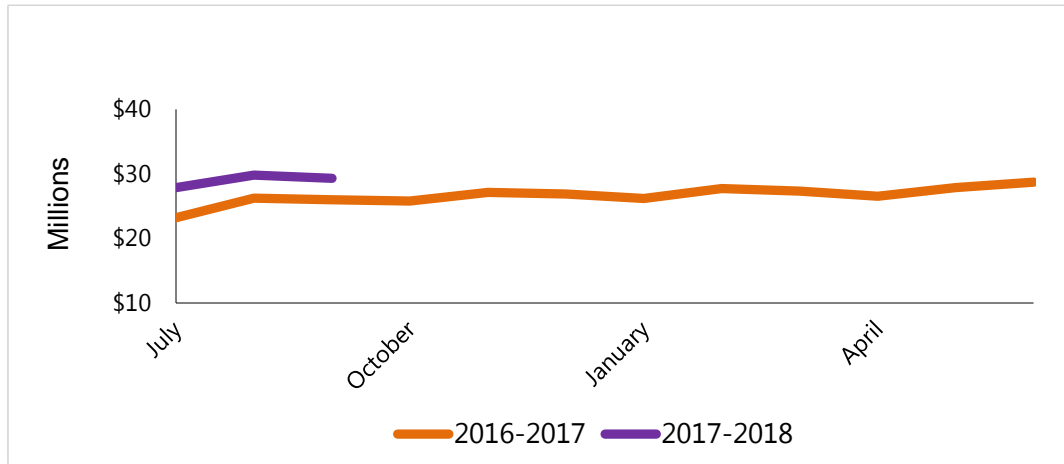
#### Total Funds Held at 30 September 2017

**\$29,310,900.57**

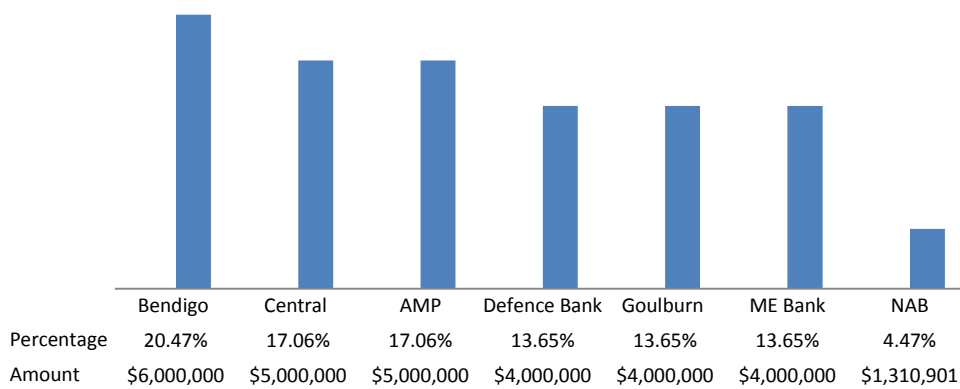
Carla von Brockhusen - Finance Manager

RESOLUTION

Items requiring Council Resolution



■ Term Deposits    ■ At Call T-Corp    ■ Cash at Bank



RESOLUTION

## Items requiring Council Resolution

Prior Financial Institution	Previous Investment			Current Financial Institution	New Investment		
	Term (Days)	Amount	Interest Rate		Term (Days)	Amount	Interest Rate
AMP	181	\$2M	2.75%	AMP	274	\$2M	2.60%
				BENDIGO	365	\$2M	2.60%
BENDIGO	270	\$2M	2.85%	BENDIGO	365	\$2M	2.60%

RESOLUTION

Items requiring Council Resolution

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**5.2 BERRIGAN SPORTSGROUND COMMITTEE OF MANAGEMENT**

**AUTHOR:** General Manager

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:** 12.174.4

**RECOMMENDATION:** - that the Council:

- A) revoke existing members of the Berrigan Sportsground Committee of Management.
- B) pursuant to Section 355 of the Local Government Act, 1993, appoint the following persons to the Berrigan Sportsground Committee of Management:

<b>President: Ian Dickens</b>
<b>Secretary: Bruce Rendell</b>
<b>Treasurer: Andrew Parr</b>
<b>Committee: Stuart Schifferle</b>
<b>Stuart Pyle</b>
<b>Rohan O'Neill</b>
<b>Rachel Arnold</b>
<b>John Dickens</b>
<b>Justin O'Neil</b>
<b>Brendan Haintz</b>

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**REPORT:**

Advice of committee members has been received and should be endorsed by the Council.



Items requiring Council Resolution

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**5.3 FINLEY SHOWGROUND & SPORTING COMPLEX COMMITTEE OF MANAGEMENT**

**AUTHOR:** General Manager

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:** 12.174.4

**RECOMMENDATION:** - that the Council:

- A) revoke existing members of the Finley Showground & Sporting Complex Committee of Management.
- B) pursuant to Section 355 of the Local Government Act, 1993, appoint the following persons to the Finley Showground & Sporting Complex Committee of Management:

<b>President: Rodger Sutton</b>
<b>Secretary/Treasurer: Carol Kennedy</b>
<b>Committee: Matthew Mueller</b>
<b>Trent Royston</b>
<b>Bill Rowlands</b>
<b>Troy Marshall</b>
<b>Cherilyn Taig</b>
<b>Mick Wane</b>
<b>Katie Wallace</b>
<b>Rick Harris</b>
<b>Elsinor Harris</b>
<b>Keith Kennedy</b>
<b>Gordon Close</b>
<b>David Webb</b>
<b>Kerry Lunn</b>
<b>Roslyn Gustin</b>
<b>Tim Price</b>

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**REPORT:**

Advice of committee members has been received and should be endorsed by the Council.

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Items requiring Council Resolution

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**5.4 BERRIGAN CONSERVATION GROUP & TIDY TOWN COMMITTEE OF MANAGEMENT**

**AUTHOR:** General Manager

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:** 11.128.1

**RECOMMENDATION:** - that the Council:

- A) revoke existing members of the Berrigan Conservation Group and Tidy Town Committee of Management.
- B) pursuant to Section 355 of the Local Government Act, 1993, appoint the following persons to the Berrigan Conservation Group and Tidy Town Committee of Management:

President: Mark Ryan  
Secretary: Carol Cottam  
Treasurer: Jude Lawrence  
Committee: Maree Ryan  
John Lane  
Clara Way  
Leigh Rogers  
Robin Cobb  
Carla von Brockhusen  
Cristina von Brockhusen  
Tracy Dunn  
Jiq Sloan  
Peter Cobb  
David Batten

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**REPORT:**

Advice of committee members has been received and should be endorsed by the Council.

## Items requiring Council Resolution

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### 5.5 PECUNIARY INTEREST RETURNS

**AUTHOR:** General Manager

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:** 13.045.2

**RECOMMENDATION:** - that the Council note the tabling of Pecuniary Interest Returns received from Councillors and designated officers for the period 1<sup>st</sup> July, 2016 to 30<sup>th</sup> June, 2017.

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#### REPORT:

Tabled at this meeting are Pecuniary Interest Returns as required and in accordance with Section 450a of the Local Government Act duly completed by:

Councillors	John Bruce Bernard Curtin Ross Bodey John Taylor Matthew Hannan Denis Glanville Colin Jones Darryl Morris	
Designated Officers:	Rowan Perkins Matthew Hansen Fred Exton Matthew Clarke Laurie Stevens Matthew Miller Michelle Koopman Carla von Brockhusen Myles Humphries Merran Socha Camillus O'Kane Jo Ruffin	(General Manager) (Director Corporate Services) (Director Technical Services) (Engineering Services Manager) (Development Manager) (Building Surveyor) (Enterprise Risk Manager) (Finance Manager) (Environmental Engineer) (Economic Development Officer) (Town Planner) (Strategic & Social Planning Coordinator)

RESOLUTION

Items requiring Council Resolution

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**5.6 BENDIGO BANK AGENCY AGREEMENT**

**AUTHOR:** Finance Manager

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:** 12.024.3

**RECOMMENDATION:** - that the Council endorse the signing of the Bendigo Bank Agency agreement

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**REPORT:**

The Council at its meeting in July 2017 resolved to enter into an agency agreement with the Bendigo Bank.

Subsequently the General Manager and the Finance Manger have been working with the Coleambally Community Bank branch of the Bendigo Bank. The General Manager and the Finance Manager have subsequently signed all relevant agency agreements on behalf of Council, and now seek the Councils endorsement of this agreement.

A copy of the agreement is attached as appendix "A".

The agency agreement commits Council to:

- act as an authorised representative of Bendigo Bank;
- deal in financial products, namely deposits and payments to retail and wholesale customers.

The specific and legal ramifications are spelt out in detail in the agreement.

The consequences of ratifying this agreement to the operations of Council are:

- the installation and operation of a safe;
- \$50,000 in cash holdings;
- 5 staff members nominated and trained to provide over the counter bank telling services;
- Notification to insurer of change of business practices;
- Changes to front counter once determined.

**Items requiring Council Resolution**

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The Council has two options, either:

- Endorse the agreement, or
- Withdraw from the agreement – resulting in no Bendigo Bank Agency.

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Items requiring Council Resolution

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**5.7 ESTABLISH A BENDIGO BANK ACCOUNT**

**AUTHOR:** Finance Manager

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:** 12.024.3

**RECOMMENDATION:** - that the Council:

- Authorise the establishment of a Business Basic Bendigo bank account to facilitate the new banking agency operations.
- Authorise the General Manager to appoint signatories on the account as per his delegation.

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**REPORT:**

The Council has agreed to facilitate the Bendigo Bank agency for the township of Berrigan through its main office in Chanter Street, Berrigan.

Prior to the opening of the Agency the Council must open a Business Basic account with the Coleambally branch of the Bendigo Bank. This account will enable transactions through the agency to be implemented.

This is a requirement of operating the Bendigo Bank agency, and will involve ongoing fees and charges.

Ultimately it is envisioned that this will be Councils main transaction account. The current NAB account will need to be maintained until the Local Infrastructure Renewal Scheme (LIRS) loan is wound up in 2025.

Over the counter transactions will not be affected, nor will creditor or payroll payments in the immediate future.

Signatories to the account will be as per current banking delegations, which the General Manager will confirm with Bendigo Bank.

**Items requiring Council Resolution**

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**5.8 DRAFT ANNUAL REPORT 2016 / 2017****AUTHOR:** Strategic & Social Planning Coordinator**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting**FILE NO:** 04.145.1**RECOMMENDATION:** - that the Council adopt the Draft Annual Report 2016- 2017 attached as appendix "B".

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**REPORT:**

Each year the Council produces an Annual Report reviewing its performance and achievements for the past financial year. The document is designed to provide an insight into the Council's operations and financial position, and indicate how the Council has performed in achieving the activities it set itself during the year. A copy of the draft report has been attached as appendix "B".

In accordance with section 428 of the Local Government Act 1993 an Annual Report is due on or before the 30<sup>th</sup> November each year.

The Council's draft Annual Report has been prepared in accordance with the Department of Local Government's Integrated Planning and Reporting Framework. The format of the report reflects that this is not a report to the Division of Local Government or the New South Wales Government: it is a report to the community.

As such it can be published and read as one complete document or 6 separate reports allowing readers the opportunity to focus only on the areas which are of interest to the reader.

In seven parts the Annual Report 2016 – 2017 includes:

- An introduction which provides the reader with brief overview of the Shire, its vision for the future in addition to comments from the Mayor and General Manager.
- The Shire Profile introduces Councillors, Councillor Management and includes information on Council meeting attendance and organisational structure.
- The Our Performance section of the Annual Report is where readers will find information about the highlights and challenges faced by the Council during the 2016/2017 Financial Year.

### Items requiring Council Resolution

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- Summary tables reporting on Council's performance against the objectives set out in the Council's *Annual Operational Plan* and 4-year Delivery Program will also be found in this section.
- Information not contained elsewhere in the report and which must be reported in order to meet legislated reporting requirements is in the section labeled Statutory Requirements.
- The State of our Assets report provides information about the Council's capital works program and is a snapshot of Council's asset management practices and performance.
- The section titled Financials contains, as in past years, a community financial report and the draft financial statements for the 2016/17 financial year.

The draft Annual Report includes a draft of the 2016/17 Audited Financial Statements. The final copy of the Audited Financial Statements will be presented in a separate report to the Council by the Director of Corporate Services.

The draft Annual Report has been prepared in accordance with the statutory requirements outlined in section 428 of the *Local Government Act 1993*, clause 217 of the *Local Government (General) Regulation 2005*, the *Freedom of Information Act 1989*, the *Privacy and Personal Information Act 1998*, the *Government Information Personal Access Act, 2009*, the *Companion Animals Act* and the *Companion Animals Regulation 2008*.



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**Items requiring Council Resolution**

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**5.9 UNAUTHORISED BUILDING WORKS****AUTHOR:** Development Manager**STRATEGIC OUTCOME:** Sustainable natural and built landscapes**STRATEGIC OBJECTIVE:** 3.1 Create safe, friendly and accessible communities**FILE NO:** PF**RECOMMENDATION:** - that the Council instigate court action to validate the order to demolish and remove a transportable building that has been erected without consent on Lot 22 DP802966, 7 Davis Street, Berrigan so that enforcement action can be implemented.

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**REPORT:****Site**

The site is Lot 22 DP 802966, 7 Davis Street, Berrigan. The land is located in the RU5 Village Zone under the provisions of Berrigan Local Environmental Plan 2013.

**Background**

The land has been vacant for many years however was previously the site of the Murray County Council (now Essential Energy) depot. See appendix "C" The old Shire Depot was located on the adjoining Lot where the Presbyterian Church is now situated.

Anecdotal evidence indicates that due to activities undertaken on the site over an extended period, which included the treatment of power poles with creosote and the storage and use of lead fuels, the site has the potential to be contaminated.

The previous owners of the land were aware of the potential for the land to be contaminated however did not pursue any action to verify this issue.

A NOTE was placed on Planning Certificates issued under Section 149 of the Environmental Planning and Assessment Act 1979 (EP&A Act) indicating that Council records and anecdotal evidence indicate that the land may be subject to contamination from previous uses.

Whilst the possibility of soil contamination is of concern it only becomes an issue should the development of the land result in a higher use. For example, an industrial or commercial use would not have a significant impact as there would not be the likelihood of interaction with the soil, however should the

## Items requiring Council Resolution

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land be utilised for residential uses, it is anticipated that interaction with potentially contaminated soil could occur with children playing or gardening including the planting of vegetables and the like.

In this instance it would be appropriate for Council to ensure that the land is suitable for its intended use prior to determining an application for residential purposes.

### **Current Issue**

The land has recently been sold. The purchaser applied to Council for the erection of a residential storage shed which was subsequently approved and has since been erected.

In discussions with Council staff the owner of the land was advised that prior to applying for the erection of a dwelling the site would need to be tested to determine if the land was in fact contaminated.

On or about the 18 September 2017 a structure was deposited on the land without development consent. The structure is a solid caravan annexe approximately 5 metres long and 2.4 metres wide that has been relocated from a caravan park in Barooga. Council staff approached the owner of the land and advised that the prior consent of the Council was required for the placement of the structure and requested that it be removed subject to consent being obtained. The owner refused this request and has continued work on the structure.

A notice of intention to issue an order to 'demolish or remove a transportable building' issued under the provisions of Section 121B of the EP&A Act was served on the owner on the 19 September 2017 requested that representations regarding the matter be made to Council within 7 days.

No response was received from the owner and the Order was issued on the 29 September 2017 stating that the structure was to be removed within 7 days.

Since issuing the 'order' a fibro extension has been added to the rear of the structure as have solar panels been added to the roof of the building. In addition a local plumber approached Council regarding approval for the provision of water and sewer connections and staff advised that no approval had been granted to connect either service to the structure and could not be approved as the structure was situated on the site without development consent.

### **Discussion**

Under the provisions of current legislation in New South Wales all development for residential accommodation requires development consent.

**Items requiring Council Resolution**

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As Council is aware that the land in question has the potential to be contaminated due to previous uses the Council also has a duty of care to ensure that there is no threat to human health or the environment by the development of that land.

One issue with this matter is that it needs to be determined whether the land is suitable for development for residential purposes and habitation. In this regard it is recommended that the soil be tested by an appropriately accredited laboratory to ensure the land is suitable for its intended use.

The other issue is the erection of the structures without the consent of Council where the prior consent of the Council was required to be obtained.

It is considered that the development of this land is a serious matter given the consequences to Council should an incident occur in the future that has an impact upon human health. In addition the development of land without the prior approval of the Council creates a precedent which, if ignored, can create significant issues for Council and staff in the future.

Should the structure be removed as required by the order and the site be cleared of contamination then Council would be in a position to consider the further development of the land for residential purposes.

**Conclusion**

As no response to the 'notice of intention to serve an order' or the 'order' itself has been received from the landowner, and work is continuing to progress on the site, it is recommended that court action be instigated to validate the order to demolish or remove a transportable building so that enforcement action can be implemented.

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Items requiring Council Resolution

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**5.10 2016/17 ANNUAL FINANCIAL STATEMENTS**

**AUTHOR:** Director Corporate Services

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:** 12.066.1

**RECOMMENDATION:** - that the Council having satisfied itself in relation to the preparation of its financial reports and special schedules:

1. refer its financial statements to the Auditors for the audit report.
2. at its meeting to be held on Wednesday 15 November 2017, the Council present its audited financial reports and audited reports to the public and that the Council's intention be publicly notified.
3. sign the attached General Purpose Financial Report "Statement by Council" and the Special Purpose Financial Report "Statement by Council".
4. adopt the valuation of assets that Senior Officers have prepared in accordance with recognised valuation procedures as to a fair and reasonable value of those assets (see note 9).

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**REPORT:**

The 2016/17 Annual Statements have been prepared and audited and are now ready for adoption by the Council.

A copy of the Statements is attached as appendix "D".

The report below has the following sections:

- A brief summary of the key results and performance measures
- Some general comments on the statements
- A run down on the statutory process required to formally adopt the financial statements
- A detailed analysis of the Financial Statements and associated notes and schedules.

The work of the Finance Manager and her team to prepare these statements should also be acknowledged.

## Items requiring Council Resolution

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### Summary of Results

The table below is a brief summary of the key results for the 2016/17 financial statements.

The results demonstrate a very healthy underlying result. However, the impact of the Federal Government's decision to pay 50% of the 2017/18 Financial Assistance Grant (FAG) in advance has had a significant impact on the Council's financial statements.

<u>Overall performance</u>	<u>2016/17</u>	<u>2015/16</u>
Operating surplus	<b>\$7.4m</b>	\$5.9m
Operating surplus before capital grants and contributions	<b>\$5.5m</b>	\$3.3m
 <u>Revenue and expenses</u>		
Total revenue	<b>\$25.9m</b>	\$23.9m
Total expenses	<b>\$18.5m</b>	\$18.0m
 <u>Cash and investments</u>		
Cash and cash equivalents	<b>\$5.7m</b>	\$4.1m
Investments	<b>\$23.0m</b>	\$19.6m
 <u>Balance Sheet</u>		
Total assets	<b>\$254.2m</b>	\$241.2m
Total liabilities	<b>\$5.0m</b>	\$5.5m
Total equity	<b>\$249.2m</b>	\$235.7m
New assets 2015/16 (Including):		
<u>Water and Sewer funds</u>		
Total assets	<b>\$60.7m</b>	\$54.7m
Total liabilities	-	\$0.1m
Total equity	<b>\$60.7m</b>	\$54.6m

RESOLUTION

### Items requiring Council Resolution

#### Performance measures

Some of the performance measures included in the “Fit for the Future” guidelines and other Office of Local Government documents are shown below. Again, note that the impact of the cessation of advance payments of FAG has had an impact on some of these measures, including the Operating Performance Ratio.

<u>Industry Indicators</u>	<u>Benchmark</u>	<u>2016/17</u>	<u>2015/16</u>
Operating Performance Ratio	Between (3%) and 10%	22.54%	14.68%
Own Source Operating Revenue Ratio	Greater than 60%	53.93%	55.34%
Unrestricted Current Ratio	Greater than 1.50:1	8.08:1	7.05:1
Debt Service Cover Ratio	Greater than 2.00:1	34.86:1	25.63:1
Rates Outstanding Percentage	Less than 10.00%	3.72%	3.53%
Cash Expense Cover Ratio	Greater than 3.00 months	23.98 months	19.97 months

<u>Infrastructure Asset Performance Indicators</u>	<u>Benchmark</u>	<u>2016/17</u>	<u>2015/16</u>
Building and Infrastructure Renewals Ratio	Greater than 100%	80.35%	140.51%
Building and Infrastructure Renewals Ratio (General Fund)	Greater than 100%	92.40%	178.79%
Infrastructure Backlog Ratio	Less than 2%	0.00%	0.00%
Asset Maintenance Ratio	1.00	1.15	1.05

#### Financial Assistance Grant

In its wisdom, the Federal Government decided to pay all Councils in Australia 50% of their 2017/18 Financial Assistance Grant allocation in June 2017, i.e. in advance.

This was promoted as providing Councils with cash to allow them to deliver projects earlier. In reality, this provided Councils with no extra cash for

## Items requiring Council Resolution

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projects, it simply brought forward a payment that Councils have already allowed for in their 2017/18 budgets. It is a timing matter, not a substantive matter.

The actual purpose of the early payment of FAG is an accounting trick by the Federal Government to manipulate their budget surplus. The previous Federal Government did the same thing from 2008 to 2011.

While the advance payment had no impact on the amount of cash provided to the Council, it does have an impact on these financial statements and on future financial statements. Australian Accounting Standards require the Council to bring to account grant funding in the reporting period it is received rather than the reporting period for which it has been allocated. As a result the advance payment of FAG artificially improves the Council's operating result for 2016/17 at the expense of the 2017/18 operating result.

Without this payment in advance, the Council's operating result would have been \$5.2m (\$3.3 before capital grants and contributions) – very similar to the 2015-16 result.

Other impacts of the advance payment include:

- An increase in cash reserves in 2016/17 – as mentioned above this was not additional money, and has already been included in budgeting and financial planning projections for the 2017/18 year.
- The jump in operating performance ratio is directly attributable to this early payment of \$2.2M, and if it were excluded the ratio would be 14.69 – substantially the same as last year.
- Own source revenue is deflated by the inclusion of the advance payment – the ratio would be closer to the benchmark of 60% - at 58.9%.
- The unrestricted current ratio would be effected by the removal of the cash in advance by reducing the underlying cash balance – and would instead be 6.73:1
- The Debt service cover ratio would move to 28.1 :1
- The cash expense cover would reduce to 22.15 months.

### General comments

Overall, the Council retains a strong cash position in all three operating funds.

The Council's balance sheet remains strong with adequate provisions and correct asset values. The Council's operating position and cash flow performance is quite strong and improving.

The 2017/18 year will see significant challenges before the Council. .

## Items requiring Council Resolution

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Continued careful monitoring of the Council's financial position is required to ensure this Council is sustainable and able to deliver for its community, today and into the future

### Statutory Process

The Council is now required to do the following:

1. Complete the statutory process for adoption and completion.
2. Assure itself that the Statements have been prepared in accordance with the appropriate standards (prior to adoption) and formally refer the Statements to the Council's Auditors for the Audit Report.

The audit was performed from Monday 18 September to Wednesday 20 September 2017. Issues which arose from the audit have been addressed by staff to the satisfaction of the Auditors.

After satisfying itself with the accuracy and correct preparation of the Statements, the Council is required to do the following:

1. Adopt the statements and report on the conduct of the Audit.
2. Advertise the Statements for public submissions for a period of 7 days after receiving the Auditors report. An advertisement can be placed in the local papers (SRN and Cobram Courier) on Wednesday 25 October 2017 which would give the public until Friday 3 November to make submissions. The Statements could then be formally adopted at the ordinary meeting on Wednesday 15 November.
3. Make the Statements available to various authorities including the NSW Office of Local Government.

If Council does not adopt the Statements in time for advertisement on 25 October, the timetable for the rest of the process may need to be amended.

### Preparation of the Statements

The Statements are required to and have been drawn up in accordance with:

- The *Local Government Act* 1993 and the Local Government Regulations.
- Australian Accounting Standards.
  - The Local Government Code of Accounting Practice and the Local Government Asset Accounting Manual.

The Statements are also in accordance with the Council's accounting records for the year ended 30 June 2017.



## Items requiring Council Resolution

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The Council is required to prepare five primary reports which form the cornerstone of the financial statements, they are:

- An Income Statement
- A Statement of Comprehensive Income
- A Statement of Financial Position (Balance Sheet)
- A Statement of Changes in Equity
- A Statement of Cashflows

In addition to these statements are Notes 1 to 29, the Special Purpose Financial Reports and Special Schedules 1 to 8.

The Statements and corresponding notes which form the Council's accounts along with the Special Purpose Financial reports are audited. The Special Schedules are considered supplementary to the accounts and therefore are not audited. They are prepared for the benefit of other authorities such as the Office of Local Government, Grants Commission, the Department of Lands, the Australian Bureau of Statistics and other Councils.

The following commentary on the Annual Accounts and Special Purpose Financial Accounts is provided for the Council's information. **Please note that all figures are in \$000's unless otherwise noted.**

### Income Statement

The Income Statement shows the surplus or deficit from ordinary activities before capital amounts and therefore gives an indication of the Council's performance in providing services that are funded from periodic operating income. These results generally exclude capital injections of funds which pay for capital works; the corresponding expenditure for these items appears in the Balance Sheet in the form of an asset.

The surplus from ordinary activities line shows how much the Council's wealth has increased or decreased over the year as a result of its activities. It is important to note that the Council is required by the NSW Local Government Code of Accounting Practice and Financial Reporting to recognise grants and contributions in its Income Statement even if the corresponding expenditure has not been incurred in that period.

The Council should note that the Council's result from ordinary activities result improves from a \$5,882 operating surplus in 2015/16 to a **\$7,430 operating surplus** in 2015/16. On the face of it, this would appear to be a very large shift but this improvement is largely the result of the Council receiving FAG in advance as detailed above.

Some of the more material changes are listed below (in 000s):

1. An increase in Rates and Annual Charges of \$261
2. An increase in User Charges and Fees of \$760

### Items requiring Council Resolution

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3. An increase in Operating Grants of \$1,951
4. A decrease in Other Revenues of \$115
5. A decrease in Capital Grants of \$621
6. A decrease in Employee Benefits and On-Costs of \$117
7. An increase in Materials and Contracts of \$363

Discussion on each of these items follows in this report.

The result before capital grants and contributions also shows an underlying improvement, moving from a \$3,296 surplus in 2015/16 to a \$5,465 surplus in 2016/17.

Capital grants and contributions include grants such as the RMS REPAIR program, and developer contributions to infrastructure, either in cash or as contributed assets.

This improvement in the Council's financial performance is very welcome but must be viewed in the context of the advance payment of 2017/18 FAG artificially inflating this result.

The underlying financial position of the Council remains stable – i.e. the Council is making moderate surplus and has cash flows sufficient for the Council to meet its obligations and deliver on its strategic plans.

#### **Statement of Comprehensive Income**

The Statement of Comprehensive Income links the Council's operating result in its Income Statement to the Council's Statement of Financial Position, specifically the increase in Council Equity (i.e. the Council's assets less its debt).

In 2016/17, the Statement reflects the Council's operating surplus of \$7,430 and a gain on revaluation of \$5,977, primarily on water and sewer assets, making a total increase in Council equity for the year of \$13,407.

#### **Statement of Financial Position (Balance Sheet)**

The Balance Sheet is presented so as to reveal the following aspects of the Council's financial situation:

1. Information about the financial structure of the Council, its obligations, its equity and the types of resources available to it.
2. Information about the capacity of the Council to adapt to changes in its operating environment.
3. Information about the short and long term solvency of the Council by classifying its assets and liabilities into current and non-current.

## Items requiring Council Resolution

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The Balance Sheet recognises the basic accounting equation of Assets minus Liabilities equals Equity. The equity of Berrigan Shire comprises the accumulated surpluses from previous years.

In Berrigan Shire's case the Balance Sheet shows an increase in equity from \$235,748 to \$249,155. As discussed above this reflects the Council's operating surplus of \$7,430 shown in the Income Statement and the \$5,977 increase in valuation of the Council's infrastructure, property, plant and equipment assets and other adjustments.

Current Assets – the Council's cash and other assets likely to be realised over the next twelve months – have increased by \$5,635 over the financial year. This is due to 50% of the Council's FAG paid in June 2017 and to funds being retained for large capital works programs across the water and sewer funds.

Non-current Assets have increased by \$7,328. This is largely the result of the revaluation of several classes of infrastructure assets and the addition of new stormwater assets.

Current liabilities – the Council's debts likely to be redeemed over the next year – have declined by \$347. This reflects the Council having paid out of one of its long term loan obligations – the loan for the construction of the water reservoir in Finley. There has also been a decline in the Council's payables – i.e. amounts to be paid for salaries and GST at 30 June – while income received in advance has increased.

Non-current liabilities have decreased by \$97 as the Council continues to pay down debt.

### Statement of Changes in Equity

The Statement of Changes in Equity shows how the total changes in Equity have been derived. There were two changes in equity in 2016/17. There was an increase of \$7,430 flowing from the Income Statement, and an increase in the Asset revaluation reserve of \$5,977.

The increase in equity from the Income Statement has been discussed above and the increase from the revaluation of the Council's assets will be discussed in detail below.

### Cash Flow Statement

The Cash Flow Statement communicates information about the change in an organisation's liquidity and solvency during the year. It requires the grouping of cash receipts and cash payments into the following three classifications. They are:

- **Operating Activities:** These involve providing goods and services and include all transactions and other events that are not financing or investing activities.

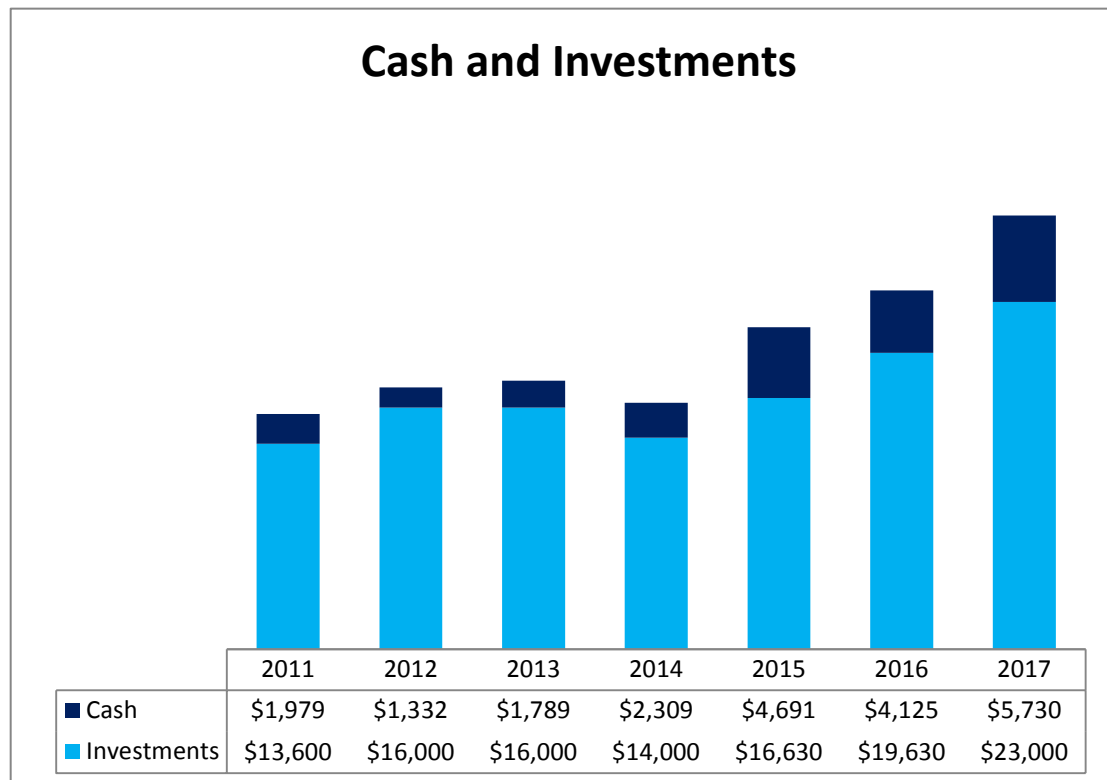
Items requiring Council Resolution

- **Investing Activities:** These involve activities relating to the acquisition and disposal of non-current assets, including property, plant and equipment and other productive assets and investments.
- **Financial Activities:** Involves those activities which relate to changing the financial structure of the entity.

The Cash Flow Statement does not take into account non-cash items such as depreciation and accrued expenses and revenue. It is important because it shows the amount of cash created by Council’s activities which governs the Council’s ability to spend.

Overall the Council’s cash and investments increased by \$4,975 during the year. This has several causes:

1. Payment of 50% of the 2017/18 FAG in June 2017.
2. Increase in overall funds received from receipts
3. Decrease in cash payments of expenditure



Notes 1 to 27 provide detail to the abovementioned statements.

**Note 1** sets out the Council’s accounting policies used to draft these set of statements including its policies on recognising and valuing assets, liabilities, income and expenses. The policies set down in this note have a considerable impact on the figures shown in the statements.

## Items requiring Council Resolution

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**Note 2** shows the financial statements split by function (i.e. Governance, Administration, Water, Sewer etc.). One item worth noting in this report is how much of the Council's overall expenditure and asset base relates to the operation and maintenance of infrastructure such as roads, water, sewer and community amenities.

Note 2b provides some explanation of what activities are included in the various functions

Notes 3 to 5 provide more detail on the Income Statement.

**Note 3** details the Council's revenue. Revenue is broken down into several components.

- The Council's rate and charges revenue increased by \$261 (2.8%) in 2016/17. This has two main drivers:
  - The 1.8% permissible increase in general rates and the decision by the Council to increase some of its other service charges (Water, Waste and Stormwater) by between 2% to 3%.
  - Some growth in the number of rateable assessments and service connections
- User charges and fees increased by \$760 (32%) in 2016/17. This increase is almost solely due to an increase in non-domestic waste management fees relating to the loose-fill asbestos removal program undertaken by the NSW government. Other fees and charges revenue was largely unchanged.
- Interest and Investment Revenue increased by \$56 (0.4%). Interest rates received declined throughout the year while the Council's cash and investments increased over the period.
- Other Revenue has declined by \$105. This is largely as a result of a reduction in the temporary trading of the Council's high security water allocation.
- Operating grants received by the Council increased by \$1,951. The only significant driver for this result is the 2017/18 FAG paid to the Council in June 2017.
- Capital Grants tend to vary widely from year to year depending on the current projects being undertaken by the Council. In 2016/17 the amount of Capital Grants and Contributions received by the Council totalled \$2,586 of which \$1,747 related to the *Fixing Country Roads* funds provided for the upgrade of Silo Road.
- Contributions to s64 and s94 plans increased in 2016/17 from a low base.
- The value of restricted grants and contributions (i.e. those grants and contributions that the Council has an obligation to spend in specified manner) has increased significantly in 2016/17.

### Items requiring Council Resolution

**Note 4** details the Council's expenses. Expenses are broken down into several components.

- Employee costs expensed have declined by \$117 (1.62%). This result may seem anomalous given that the Council had three additional full time positions at the end of the year and all staff were awarded a 2.8% pay rise under the terms of the Local Government (State) Award 2014. However, much of the change relates to a reduction in the indexing of employee leave entitlements as required by Australian Accounting Standards.
- Most other items in this area were steady or declined. The changes to the Fringe Benefits Tax however have started to bite with FBT expense increasing by \$27.
- Materials and Contracts expenses increased by \$363 (12%). This figure can move sharply however depending on the mix of maintenance and capital works projects in any given year.
- Depreciation increased by 2.0% over the past year, largely as a result of the revision of valuations for particular classes of assets – predominately water and sewer.
- Other expenses cover a wide range of areas. Some of the key figures are shown below.

Other Expenses	2016/17	2015/16	% Change
Tourism and area promotion	\$64	\$20	220% up
Election expenses	\$58	-	-
NSW Rural Fire Service	\$154	\$80	93% up
Electricity and heating	\$304	\$361	26% down
Street lighting	\$194	\$133	45% up

Councillor's expenses decreased by \$2 and allowances paid to Councillors increased by \$3. Some of these fluctuations in costs are simply a matter of timing, changes in procurement contracts and weather.

**Note 5** shows the gains and losses made by the Council from the disposal of assets.

The result shows a \$143 gain on Disposal of Plant and Equipment from the sale or trade-in of Council plant made in the normal course of business. The Council wrote off \$188 of infrastructure assets which had works undertaken and were subsequently capitalised as renewed assets in the 2016/17 year.

### Items requiring Council Resolution

Notes 6 to 10 provide additional detail on the amounts shown in the Balance Sheet

**Note 6a, 6b and 6c** provide more detail on the Council's Cash and Investments. As mentioned above, the Council's total cash and investments have increased from \$23,755 to \$28,730 in 2016/17.

All Cash and Cash equivalents are held as "At fair value through profit and loss" and all Investments are "Held to Maturity". Given the Council's investment portfolio, which consisted of term deposits, there is little difference between the two.

External restrictions are those imposed on the Council by legislation relating to separate funds such as water, sewer and domestic waste as well as grants and contributions that come with conditions that the funds be spent on specific projects.

Internal restrictions are restrictions on funds which the Council places voluntarily on itself such as employee leave entitlements, the plant replacement reserves and the capital works reserve. New internal reserves have been created for risk management and information technology from funds carried forward for some time.

Unrestricted funds increased by \$1,889 to \$7,100. Note that this increase is almost entirely due to the advance payment of 2017-18 FAG, already committed to operational expenditure in this financial year. Much of the remaining unrestricted cash has already been allocated to carried forward jobs or is required for working capital. The table below provides some further detail about the Council's unrestricted cash.

#### UNRESTRICTED CASH ANALYSIS

	<u>\$000's</u>
(A) Reserve funds as at 30-6-17 (A)	20,721
(B) Unexpended grants as at 30-6-17 (B)	<u>909</u>
(C) Total Reserve Balances as at 30-6-17 (A+B)	21,630
(D) Cash and investments 30-6-17	<u>28,730</u>
(E) Unrestricted cash as at 30-6-17 (D-C)	7,100
(F) Unspent works carried forward from 16/17	2,741
(B) Less unexpended grants restricted	<u>909</u>
(G) Net unspent works carried forward (F+B)	3,650
(H) <b>Uncommitted</b> cash at 30-6-17 (E-G)	3,450
(I) Less 2017/18 FAG paid in advance	<u>2,198</u>

RESOLUTION

### Items requiring Council Resolution

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(J) Balance of **uncommitted** cash at 30-6-17 (H-I) **1,252**

Note this “uncommitted” cash is generally committed in the 2017/18 budget or required as working capital. This cash is not available for new projects or activities.

**Note 7** provides additional detail on the Council’s receivables; i.e. the amounts that are owed to the Council. Net receivables have decreased by \$249 (16%).

- Outstanding rates and charges increased marginally by \$25 (7.3%) from a very low base. The bulk of this outstanding amount is attributable to water consumption raised in June and due for payment in July. The Council’s performance in collecting outstanding rates and charges is very respectable when matched against its peers.
- Outstanding User Charges and Fees increased by \$568 in 2016/17. This significant increase is largely related to large invoices generated in June 2017 for Roads and Maritime Services and Public Works NSW. Both have been paid since balance date.

**Note 8** details inventories of stock and materials and developed real estate owned by the Council.

This is largely unchanged from 2015/16.

**Note 9a and 9b** provides details on the movements in value of the Council’s Infrastructure Property Plant and Equipment (IPP&E) assets. These represent the overwhelming balance of the Council’s assets. The carrying value of the Council’s IPPE assets increased from \$215,802 to \$223,130 at the end of 2016/17.

The left hand columns in Note 9a shows the situation at the commencement of the 2016/17 year, the middle columns show the changes to asset values throughout the course of the year and the rightmost columns show the situation at the end of the financial year. Items worth noting include:

- The Council added a total of \$7,560 in assets in 2015/16. Of this \$4,027 related to renewals of infrastructure, \$1,311 renewal of non-infrastructure assets, \$2,192 to new infrastructure and the remaining \$25 of new non-infrastructure additions.
- This is offset by the Council recognising depreciation to the value of \$5,873 as discussed earlier.
- The revaluation increments of \$5,997 and \$20 decrements to equity, for a net of \$5,977 are also shown in this table.

The last item above requires more explanation. While the Council is required to revalue all its infrastructure assets on a five-year rolling cycle, it is required to assess at each reporting date the fair value of all of its assets every year and determine if that value differed materially.



## Items requiring Council Resolution

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Under AASB 13, assets are required to be valued at their “fair value”; in the case of assets such as roads and bridges the Office of Local Government has determined this value can be approximated by “depreciated replacement cost”.

The 2016/17 Office of Local Government Code of Financial Practice and Reporting defines “depreciated replacement cost” as such:

*Depreciated replacement cost “is the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset”.*

*The current replacement cost is the lowest cost of replacing the economic benefits of the existing asset and should be assessed on the basis of design and construction using modern technology. This is also referred to as the Modern Engineering Equivalent Replacement Asset or MEERA approach.*

The Director Technical Services determined that there were material changes in the values of some of the Council’s infrastructure asset classes. In water and sewer, this generally related to the extension of useful lives of asset classes via the relining of existing pipes. For roads, drainage and associated infrastructure, this generally relates to a reduction in unit rates.

The unit rates have been adjusted to better fit with industry standard rates and the Council’s own observed costs of construction. Under the “depreciated replacement cost” valuation method, a decrease in current construction costs will decrease the value not only of infrastructure to be constructed in the future but also those constructed in the past – i.e. the cost to replace with a modern equivalent.

Note 9b provides some additional information on those IPP&E assets owned by the Council that are externally restricted.

**Note 10a and 10b** provide additional information on the Council’s payables, borrowings and provisions; i.e. the amounts that the Council owes others or is otherwise committed to pay in the future.

- Payables have declined slightly mainly a timing issue regarding invoice payments
- Borrowings have declined over 2016/17 as the Council continues to pay down debt.
- 2016/17 has seen the Council’s Provision for Employee Benefits decrease by \$72; the first decline in five years, albeit a small one.

### Items requiring Council Resolution

The table below provides some history on the level of the provision.

Financial year	Provision for Employee Leave (000s)	% increase
2010/11	\$2,090	0.48%
2011/12	\$2,032	-2.78%
2013/14	\$2,182	5.31%
2014/15	\$2,584	14.39%
2015/16	\$2,713	5.0%
2016/17	\$2,641	-2.6%

As previously reported to the Council, the trend of increases in the Council's outstanding leave balances is a significant issue. The retirement of some staff with significant leave balances has helped this year, yet more should be done. This is a slow and difficult process.

- Voluntary programs to encourage employees to take leave have not been successful. As the Council workforce continues to age, employees start to consider leave entitlements as part of their retirement savings. While this is not the purpose of leave entitlements, it is difficult to change the cultural mindset of these staff.
- Compulsory programs to force employees to take leave have several problems. Firstly, they alienate employees and secondly, those members of staff with large leave entitlements often tend to be key employees, and therefore difficult and costly to replace.
- Recent changes in the Award do provide some flexibility to allow for the "cashing out" of some leave, this is not a solution that will suit all situations.

These problems do not mean the Council should not attempt to reduce entitlements owed but it should be aware there is no 'quick fix'.

Note 10a (ii) demonstrates that while the Council is required to show nearly all leave entitlements owing as "current", i.e. likely to be due and payable in the next 12 months, in reality the Council does not expect a substantial proportion of these entitlements to be actually taken in 2016/17.

- The Provision for Asset Remediation/Restoration covers the likely cost to the Council to remediate certain areas such as quarries and landfills when they reach the end of their useful lives. The Council is required to show this as a liability as well as incorporate this cost in the cost of the asset.

## Items requiring Council Resolution

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**Note 11** reconciles the Council's operating result to the cash provided by the Council's net operating activities. These can differ due to items such as depreciation, asset write-offs, contributed assets and changes in amounts owed to creditors and owed by debtors and in inventory levels.

**Note 12 to 29** provide additional information over and above the information provided in the statements.

**Note 12** details the Council's future expenditure commitments not shown in the balance sheet such as commitments on long term contracts such as domestic waste collection. These commitments have increased somewhat as the Council prepares to undertake some larger scale infrastructure projects.

**Note 13** sets out some relevant ratios and performance benchmarks.

The Operating Performance ratio shows an improvement from 22.10% to 14.68% largely related to the 2017/18 FAG paid in advance.

The Own Source Operating Revenue Ratio has declined from 55.34% in 2014/5 to 53.93% this year. Overall, this means that the Council was able to raise 53.93% of its own revenue with the balance coming from grants from the other levels of government. Again, the FAG payment in advance has had an impact on this performance measure.

The Council's Unrestricted Current ratio has improved, from 7.05:1 in 2014 to 8.08:1 in 2015. This largely reflects the increased cash and investments held by the Council (including the FAG in advance) and the continued paying down of debt.

The Debt Service Cover ratio, which is a measure of the Council's long term ability to meet debt repayments, has improved from 25.63x to 34.86x. This ratio still demonstrates that the Council is able to comfortably meet its loan obligations and will improve rapidly over the next few years as debt is paid down.

The Rates and Annual Charges ratio has remained fairly static, a small increase from 3.53% to 3.72%. This is still an excellent result.

The Cash Expense Cover ratio is 23.98 months – i.e. the Council has enough cash to pay two years of operating expenditure. The required benchmark is three months.

**Note 14** relating to Investment property has been left blank as the Council holds no property for investment purposes.

**Note 15** provides further information on the Council's exposure to financial risks. The Council holds the vast majority of its cash and investments in Term Deposits and at-call accounts while its only borrowing is a standard loan with a fixed interest rate for the term of the loan. As a result, the risk of default or interest rate movement to the Council is very slight.

### Items requiring Council Resolution

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**Note 16** provides an explanation of significant variances from the Council's budget in the Income Statement and Statement of Cash Flows.

**Note 17** reconciles the Council's developer contributions. Note that Drainage developer contributions are used to partly repay the internal loan used to fund the stormwater drainage works.

**Note 18** provides further information on other potential liabilities and assets that do not meet the threshold for inclusion in the financial statements or are otherwise difficult to value but are worthy of being disclosed. While the Council has some industry-wide contingent liabilities for items such as Defined Benefit Superannuation plans and Statewide and StateCover Mutual, there are no contingent liabilities specific to the operations of this Council.

Council has not recognised land under roads acquired before 30 June 2008.

**Note 19** relating to Controlled Entities, Associated Entities and Interests in Joint Ventures has been left blank as the Council has no interest in any entity of this nature.

**Note 20** provides further information on the Council's equity, including retained earnings and reserves.

**Note 21** provides details on the Council's Financial Result and Financial Position by fund. This note duplicates much of the information shown in the Special Purpose Financial Statements and Special Schedules.

The sewer fund has a small operating surplus of \$46; the fourth consecutive surplus after many years of deficit. This will need to be continually managed.

The Water fund's operating result declined slightly, returning a surplus of \$646.

**Note 22** sets out the details of those assets the Council has classified as "held for sale". At present the Council does not classify any assets as "held for sale"

**Note 23** details any post-balance date events. The Council is unaware of any material or significant "non-adjusting events" that should be disclosed.

**Note 24** relates to discontinued operations. The Council has not classified any of its operations as discontinued.

**Note 25** relates to Intangible Assets; the Council has not recognised any intangible assets.

**Note 26** sets out the Council's liability for the restoration, rehabilitation and remediation of its waste management and gravel pit sites. This is required to be done on a **net present value** basis; i.e. the future expected costs are discounted to 2017 dollar amounts.

### Items requiring Council Resolution

The provision at 30 June 2017 has increased from 2016. This relates to an increase of \$76 relating to a change in the discount rates used in the calculation and an increase of \$10 relating to amortisation of the discount used, which is treated as a borrowing cost.

The Council recognises obligations to restore the following operations:

Asset/Operation	Estimated year of restoration	Net Present Value of provision (000s)
Finley Recycle Centre	2059	\$19
Tocumwal Inert Hard Waste Depot	2017	\$34
Berrigan Landfill	2059	\$244
Pine Lodge Gravel Pit	2038	\$71
<b>TOTAL</b>		<b>\$368</b>

**Note 27** provides information on the Fair Value measurement of Council's assets and liabilities.

The format and content of this note may change over time as the industry comes to grips with the best method to provide the required information in the most efficient manner.

The note itself is quite arcane but the large revaluations of roads and drainage assets can be traced through this Note in Item 27(4)

**Note 28** is a new note on related party transactions. Council has determined there were no material related party transactions other than those relating to the remuneration of key management personnel.

**Note 29** sets out council information and contact details

**Special Purpose Financial Reports** - The Special Purpose Financial reports have been prepared to report the results of Business Units determined by the Council in accordance with the requirements of the National Competition Policy (NCP) guidelines. The Council has identified two category 2 type business units being the Water Supply Service and the Sewerage Service.

The Special Purpose Financial Reports comprise a balance sheet and operating statement along with associated notes to the accounts for each deemed business.

NCP imputation payments are added to total expenses in the operating statement for each business to accurately reflect the amount of expenditure

## Items requiring Council Resolution

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each business would incur if they were not owned by the Shire. Items such as land tax and Council rates are calculated and included as NCP imputation payments which are then shown as expenditure against the business.

It is important to recognise that the businesses do not actually pay these NCP imputation charges. They are merely added to the total expenses to reflect what the business would have paid if they were not Council owned.

**Special Schedules** - These schedules contain the Council's financial data presented on a fund basis. They are unaudited but are used by other authorities and are also used as work sheets in preparing the annual statements.

- **Special Schedule 1** is a statement of the net cost of services provided by the Council
- **Special Schedule 2** is a statement of long term debt
- **Special Schedules 3 – 6** are restatements of the Water and Sewer Financial Statements already shown in Note 21 of the General Purpose statements and again in the Special Purpose Statements. However these statements are grossed up for internal transactions which are netted out in the consolidated statements.
- **Special Schedule 7** is a report on infrastructure assets. This includes condition assessments, estimates of infrastructure backlog and data on infrastructure renewal and maintenance.

Information from this Schedule will be used as part of the "Fit for the Future" self-assessment. It will be audited from 2017/18 onward.

- **Special Schedule 8** is a statement of Permissible Income – the amount that Council is permitted to raise from ordinary rates. Unlike the rest of the financial statements, this statement is for the 2017/18 (i.e. this) financial year.

### Satisfaction and adoption

Prior to adoption of the Statements and referral to formal audit, the Councils should satisfy itself that the statements have been prepared in line with statutory and other requirements to present a true and fair view of the Council's financial position and financial performance.

To aid the Council in this task, a copy of the Representation Letter to the Council's auditors prepared by the General Manager and Responsible Accounting Officer (Finance Manager) is attached as appendix "E".

This letter, while prepared for the auditors rather than the Council, should be suitable for use by the Council for the purpose identified above.

The Council can, of course, take the opportunity to ask further questions to satisfy themselves in this matter.

### Items requiring Council Resolution

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Having satisfied itself the Council is then required to:

1. Send a copy of the Statements to its Auditor.
2. As soon as possible after adoption of the reports and receipt of the Auditors Report, the Council must:
  - a) Make available a copy of the Statements and Reports to the Chief Executive of the Office of Local Government and the Australian Bureau of Statistics.
  - b) Fix a date for a meeting at which it proposed to present its financial Statements and Auditor's Reports to the public.
  - c) Give Public Notice of the date so fixed (which must be more than two weeks after notice is given but not more than one month after the Auditor's reports are received).

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Items requiring Council Resolution

**5.11 OPERATIONAL PLAN QUARTERLY REVIEW**

**AUTHOR:** Strategic & Social Planning Coordinator

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:**

**RECOMMENDATION:** - that the Council

1. Note the September Quarter Progress Report of the Annual Operational Plan 2017/18 circulated as appendix "F".

**REPORT:**

Circulated with this agenda as appendix :”F” is the September 2017 quarterly review and progress report of the Council’s *Annual Operational Plan 2017/18*.

This report provides a traffic light review with comments by Responsible Officers of the status of:

- Council actions that support and promote *Berrigan Shire 2027* outcomes (these are outcomes which match Department of Local Government’s quadruple bottom line reporting requirements: Social, Economic, Environmental and Civic Leadership);
- *Delivery Program* Objectives;
- *Annual Operational Plan* Objectives; and
- *Annual Operational Plan* Actions.

The traffic light format provides a visual update on the status of *Council’s Annual Operational Plan* and Council’s progress toward full implementation of its *4-year Delivery Program*. It should be read in accordance with the following key:

				
Complete	On Target	Not on Target	Past Due	No Status / Deferred

Additional information in the appended reporting and monitoring Review and Progress Report includes:

1. A percentage target for each *Delivery Program*, *Annual Operational Plan* objective and or *Operational Plan* action – usually 100% though



**Items requiring Council Resolution**

in some instances where it is reasonable to assume a degree of ‘slippage’:(i.e.: seasonality; carryover from previous years and or carry forward as is the case for ongoing capital works) the full year performance target may be lower.

2. A Year to Date (YTD) assessment by the responsible Council Officer of progress toward completion and or the achievement of the set target.
3. Comments from the Responsible Council Officer highlighting service achievements and or the challenges relevant to the Council operation being reported and its status.

Council should also note that not all Annual Operational Plan Actions or objectives have targets and are reported qualitatively by the responsible officer.

The following is a summary by strategic outcome of the status of Council’s Annual Operational Plan actions.

	Completed	On target	Not on target	Past Due	Deferred / Not due to start	Total
Sustainable natural and built landscapes	0	15	1	2	0	18
Good government	0	15	0	0	1	16
Supported and engaged communities	0	15	0	0	0	15
Diverse and resilient business	0	12	0	2	2	16
<b>Total Actions</b>	<b>0</b>	<b>57</b>	<b>1</b>	<b>4</b>	<b>3</b>	<b>65</b>

RESOLUTION

## Items requiring Council Resolution

**5.12 FINANCIAL REVIEW****AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting**FILE NO:****RECOMMENDATION:** - that the Council:

1. Note the first quarterly review of the 2017/18 budget and vote the funds contained therein as shown in appendix "G".
2. Note the Quarterly Budget Review Statement attached also as appendix "H".

**REPORT:**

Circulated with the Agenda as appendix G is the Quarterly Financial Review for the period 1 July 2017 to 30 September 2017. This report takes into account all known factors and work variations until 30 September 2017 and later where possible, including budget allocations for the 2017/18 financial year.

The report shows distribution of funds allocated to capital works in the original 2016/17 budget allocated to the specific jobs identified in the capital works program.

It also shows any brought-forward amounts as approved in the final review of the 2015/16 budget. The variations showed in the far-right column of the report shows changes to line budgets after the effect of any brought-forward amount has been considered.

The summarised results for the period are as follows:

	\$
Revised budget surplus 2016/17	3,290,232
Less Projected budget deficit 2016/17	<u>382,454</u>
Increased surplus from 2016/17	2,907,778
Original budget deficit 17/18	(866,464)
Increased expenditure as per this report	(569,912)
Decreased revenue as per this report	(1,856,128)
Revised budget deficit	<b>\$(384,726)</b>

### Items requiring Council Resolution

The most significant change in this review relates to the payment in advance of 50% (\$2.2m) of the Council's 2017/18 Financial Assistance Grant (FAG). This amount was received in June 2017, hence it shows in the large cash surplus brought forward from 2016/17 and is also reflected in the decreased revenue budgeted for 2017/18. In an overall sense, it has no impact on the Council's cash result – it is a timing issue.

Even accounting for the impact of the early payment of FAG, the Council's cash surplus was greater than expected, reducing the budgeted cash deficit for 2017/18. This has offset to some extent the Council's decision to run a cash deficit of \$800,000 in 2017/18 (i.e. use its working capital) to fund its share of the Tocumwal Foreshore redevelopment.

Other key budget variations are discussed below.

#### Unfavourable

- \$118,000 has been allocated for the unexpected replacement of a large pump at Barooga Water Treatment Plant. The detail on this project is the subject of a separate report.

#### Favourable

- The Fixing Country Truck Wash grant for the upgrade of the Finley Truck Wash is shown in this review, along with the associated expenditure.

There has also been a review of the Council's allocation of overhead across its various activities - i.e. its Activity-Based Costing (ABC) allocations. ABC allocations distribute the cost of the Council's governance and administration activity across its other functions such as roads, water, sewer, libraries etc. The Council's decision to hand over its Early Childhood Intervention function to Kurrajong Therapy Plus.

Significant variations are detailed below. Variances which are unfavourable to the Council's result are shown with a (u) next to them and variances which are favourable are denoted with a (f).

JOB/GL CODE	TITLE / DESCRIPTION	AMOUNT		COMMENT
1001-0346	ADMIN AUDIT FEES	\$21,080	U	ADDITIONAL NSW AUDIT OFFICE COSTS
1010-0185	LESS: CHARGED TO OTHER FUNDS	\$94,215	U	ACTIVITY BASED COSTING REVIEW
1011-0120	LESS: CHARGED TO OTHER FUNDS/S	\$11,800	U	ACTIVITY BASED COSTING REVIEW
1011-0125	TECH SERVICES ADMIN CHARGES	\$11,392	F	ACTIVITY BASED COSTING REVIEW
1011-0142	TECH SERVICES EXP - ADVERTISING	\$27,824	U	ADDITIONAL ADVERTISING - POSITIONS

## Items requiring Council Resolution

JOB/GL CODE	TITLE / DESCRIPTION	AMOUNT		COMMENT
1011-0505	EQUIP/FURN - TECH. SERVICES >=	\$13,000	F	REALLOCATION
1200-1954	OLG Grant - ESPL Funding	\$18,158	U	FIRE & EMERGENCY SERVICES LEVY SCRAPPED
1210-0190	HEALTH ADMINISTRATION ADMIN CH	\$97,976	F	ACTIVITY BASED COSTING REVIEW
1314-0133	EARLY INT - ADMIN CHARGE	\$18,009	F	ACTIVITY BASED COSTING REVIEW
3200-1926	EARLY INT TRANSFER FROM RESERV	\$18,713	U	TO BE TRANSFERRED TO KURRAJONG
3200-1950	DADHC GRANT (INC GST)	\$140,616	U	TO BE TRANSFERRED TO KURRAJONG
3200-2026	EARLY INTERVENTION TRANSFER TO	\$93,680		TO BE TRANSFERRED TO KURRAJONG
1411-0190	LESS: CHARGED TO OTHER FUNDS	\$29,000	U	ACTIVITY BASED COSTING REVIEW
1412-0150	TIP OPERATION EXPENSES - TOC	\$15,875	U	ACTIVITY BASED COSTING REVIEW
1314-0215	EARLY INT - SALARY/ALLOWANCE	\$118,812	F	TO BE TRANSFERRED TO KURRAJONG
1412-0160	RECYCLE CENTRE OPERATIONS EXPE	\$10,796	F	REALLOCATED FROM 1412-0150
1416-0110	STORM WATER DRAINAGE MTCE	\$40,630	F	REALLOCATED TO 1418-0833 – DRUMMOND ST DRAINAGE
1417-0833	DRUMMOND ST RAILWAY TO DROHAN	\$33,299	U	REALLOCATED FROM 1412-0110
1418-0500	LEEVE - TOC FORESHORE WORKS	\$40,000	U	REALLOCATED FROM 1418-0505
1418-0505	EVEE TREE WORKS REMOVAL	\$40,000	F	REALLOCATED TO 1418-0500
1510-0564	BGA - MAJOR PUMP REPLACEMENT	\$118,800	U	NEW WORK – REPORT PROVIDED TO THIS MEETING
1511-0180	WATER TREATMENT - OP EXP - FIN	\$30,047	U	ADDITIONAL EXPENDITURE TO REPAIR WATER TOWER LEAK
1511-0195	WATER TREATMENT - OP EXP - TOC	\$50,970	F	FUNDS TRANSFERRED TO 1511-0180
4110-1926	WATER TRANSFER FROM RESERVE	\$131,924	F	DRAW FROM RESERVE TO FUND PUMP REPLACEMENT
1610-0552	FIN - STP FENCE	\$11,457	U	NEW WORKS
1610-0891	BGN-DESILT SLUDGE LAGOON	\$13,282	U	NEW WORKS
1611-0232	PUMPING STATIONS OP EXP FIN	\$14,586	F	ANTICIPATES SAVINGS REALLOCATED
1612-0501	FIN TRUCKWASH RESTART NSW	\$451,190	U	NEW TRUCK WASH GRANT
5110-1000	SEWER CHARGES - BGA	\$51,660	F	TO BE TRANSFERRED
5110-2026	SEWER SERVICES TRANSFER TO RES	\$107,345	F	CHANGE IN SEWER TRANSFERS
5280-1950	Restart NSW Fixing Country Truck Washes	\$315,455	F	NEW TRUCK WASH GRANT

RESOLUTION

### Items requiring Council Resolution

JOB/GL CODE	TITLE / DESCRIPTION	AMOUNT		COMMENT
1718-0231	LIONS PARK TOC CBP UPGRADE	\$45,000	U	FUNDED PROGRAM
6600-1964	LIONS PARK CBP UPGRADE	\$15,000	F	FUNDING RECEIVED
1905-0100	TOWN ENTRY - BAROOGA	\$12,359	U	REALLOCATION
1905-0200	TOWN ENTRY - BERRIGAN	\$10,909	U	REALLOCATION
1905-0300	TOWN ENTRY - FINLEY	\$23,268	F	REALLOCATION
1912-0073	RESHEET DUNCANS RD	\$20,825	U	CHANGES IN PRIORITY OF RESHEETS
1912-0093	RESHEET MARDENOORA RD	\$59,761	U	CHANGES IN PRIORITY OF RESHEETS
1912-0201	RESHEET BOXWOOD RD	\$12,490	U	CHANGES IN PRIORITY OF RESHEETS
1913-0703	BRUNKER ST	\$79,000	U	NEW PROGRAM (LAST COUNCIL MEETING)
1913-0827	TOCUMWAL ST - WOLLAMAI-WARMATT	\$41,000	F	TO 1913-0703
1916-0838	TOC TOWN ENTRIES - DEAN ST	\$26,284	U	FUNDED FROM 1905-0400
1916-0847	TOCUMWAL ST - WOLLAMAI-WARMATT	\$38,000	F	TO 1913-0703
1920-0190	AERODROME SUBDIVISION WORKS	\$22,000	U	ADDITIONAL WORKS
1956-1013	R356 REHAB/WIDEN 30.00- 32.51	\$51,595	U	NEW REPAIR PROGRAM SCHEDULE
7100-1951	R2R ROADS TO RECOVERY GRANT	-\$780,142	U	DISTIBUTED TO PROGRAMS
7300-1671	K&G JERILDERIE ST HORSFALL TO	\$13,184	F	HALF-COST SCHEME INCOME
2015-0529	FIN SUBDIVISION - LEWIS CR	\$90,278	U	SUBDIVISION WORKS
9100-1095	LESS ORDINARY RATE PENSION REB	\$11,730	F	CHANGE IN ANITIPATED REBATE
9200-1950	FINANCAL ASSISTANCE GRANT (FAG)	\$1,538,288	U	FINANCIAL ASSITANCE GRANT IN ADVANCE

Councillors are invited to make comments or ask questions about any of the variances in this report.

#### **Quarterly Budget Review Statement**

The September Quarterly Budget Review Statement is attached as appendix "H".

The QBRS is designed to:

- Facilitate progress reporting against the original and revised budgets at the end of the quarter
- Provide explanations for major variations

RESOLUTION

### Items requiring Council Resolution

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- Enable the Responsible Accounting Officer (RAO) to indicate if the Council will be in a satisfactory financial position at the end of the financial year.

This QBRS does not make any additional changes to the Council budget over and above the changes identified in the “line-item” report above. The QBRS simply shows the budget changes in another format to arrive at the same result.

The line-item budget report, while prepared on an accrual basis, delivers a “cash” report to the Council – i.e. what is the net cash position of the Council given the budget it has adopted. It gives the Council some comfort that has sufficient cash to undertake the program of works adopted in the budget.

The line-item budget also provides the Council with a complete list of all Council job cost accounts thus ensuring transparency regarding changes to Council programs and /or cost overruns. It is possible however to lose track of the important changes in the large report.

The QBRS, on the other hand, is prepared strictly on an accrual basis and in a format that is consistent with the Annual Financial Statements. While some of the basic transparency of the line-item budget has been lost, it does allow for tracking of the Council’s operating result from quarter to quarter to the end of the financial year.

#### Statements

The QBRS consists of six statements:

1. **Responsible Accounting Officer’s statement** – This is a statement from the RAO advising the Council of her opinion regarding the Council’s financial position.

If the RAO advises the Council that its financial position is not satisfactory, the RAO must provide the reasons for her concern and advice on what is required to remedy the situation.

2. **Income and Expenditure Budget Review Statement** – This is the budget equivalent of the Income Statement in the Annual Financial Statements. This report shows an updated projected operating result for the year and the effect of the proposed budget changes to the operating result.

- The first column shows the Council’s original budget as reflected in the Management Plan adopted by the Council in June.
- The next five columns show budget changes previously approved by the Council. In this case, this reflects Council’s works brought forward from 2016/17 and other internal adjustments.

## Items requiring Council Resolution

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- The Revised Budget column shows the Council's budgeted result prior the changes adopted by the Council in the September quarter review.
- The highlighted Variations this Quarter column shows the effect of the changes adopted by the Council at the review; and
- The Projected Year End Result shows the Council's current position.
- Finally, the actual YTD figures show what the Council's actual result for the quarter. As the Council raises much of its rate revenue at the start of the financial year, this will be significantly more than the projected result for the year.

The September QBRS shows the Council is estimating to return an operating **deficit** after capital items for the 2017/18 year of \$1.635m; a decrease from the initial estimate of a \$1.054m operating surplus – this deficit is entirely a result of the decision by the Federal Government to pay 50% of the 2017/18 FAG in June 2017. There has been a corresponding increase in the 2016/17 operating surplus as discussed in that report.

- 3. Capital Budget Review Statement** – This statement presents the Council's budgeted capital works program.

The first half of the table shows how much the Council is proposing to spend on capital projects while the second half demonstrates how the Council is preparing to pay for them. The statement also splits Council's expenditure into sub-categories of New Assets, Renewal Assets and Loan Repayments.

As per the Income and Expenditure Budget Review Statement, the Capital Budget Review Statement works from left to right from the original budget through the previously adopted changes through to the proposed changes and followed by the revised budget.

Since all expenditure should be funded in some manner, the Capital Expenditure and Capital Funding sections of this report should balance.

- 4. Cash & Investments Budget Review Statement** – This statement attempts to show the movements in the Council's cash position and cash reserves as well as duplicating some of the investment and bank reconciliation detail provided in the monthly warrant report to the Council.

Again the columns in this statement track the changes made as the year progress in the same manner as the previous two columns.

### Items requiring Council Resolution

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This report is in my opinion a very useful one for the Council as it allows the Council to track changes in its commitments and unrestricted cash.

The changes in this statement largely reflect the additional brought forward surplus and the FAG advance payment.

- 5. Key Performance Indicators Budget Review Statement** – This statement is designed to provide some simple financial indicators to give the Council a snapshot of how it is performing financially.

Unlike the earlier reports there is some freedom here for the Council to choose what indicators it would like to see included in the report. The finance team has chosen three that seem reasonably useful for the Council to track.

- Debt Service Ratio – an indicator of how much of the Council's income is used to service its debt
- Rates & Annual Charges Coverage Ratio – an indicator of how reliant the Council is on its rates revenue
- Building and Infrastructure Renewal Ratio – an indicator of the Council's effort in renewing its assets as they deteriorate.

The first two of these indicators are fairly much in line with Council's previous experience.

The third indicator shows that the Council's projected asset renewal ratio is 207%. **This is well above the Fit for the Future benchmark of 100% for this ratio.**

**Contracts and Other Expenses Budget Review Statement** – This statement is an attempt to provide the Council with some detail about the Council's new contractual arrangement and expenditure on consultancies and legal expenses.



**Items requiring Council Resolution**

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**5.13 FINLEY SENIOR CITIZENS BUILDING****AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Supported and engaged communities**STRATEGIC OBJECTIVE:** 3.2 Support community engagement through life-long learning, culture and recreation**FILE NO:** 05.005.9**RECOMMENDATION:** - the direction of the Council is sought.

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**REPORT:**

The Council is in receipt of a request from Finley Menshed Inc. to occupy the Senior Citizens building on Denison St in Finley.

If granted occupancy, the Menshed has offered to improve and maintain the building. The Menshed would also like to install a shed at the rear of the building to cater for woodworking and metal work. They have indicated that they would cease collecting scrap metal if they moved to the Senior Citizen's building

This building is owned by the Council and is classified as Community land. At present the building is little used. The building itself is dated; the kitchen would not meet modern standards and the toilet facilities, while adequate, are basic. The building is not insulated and the heating and cooling systems are poor. Given its current use, upgrading of the building to modern standards would be difficult to justify.

Other than the issues above, an inspection of the building by the Council's building surveyor and risk manager identified that the building is in reasonable condition and with some minor rectification works would be suitable for use by Finley Menshed.

Issues for the Council to consider when making a decision regarding this request are:

1. What is the Council's medium to long term strategic vision for the building?
2. Would the Council wish to charge a hire fee for use of the building? Who would be responsible for utility charges, i.e. water and sewer and garbage?

**Items requiring Council Resolution**

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3. Is Finley Menshed's proposed use of the building compatible with the building and the site? Are there potential issues with access via Foundry Lane across Rotary Park?
4. Should the Council consider calling for expressions of interest from other community groups for use of the building?

## Items requiring Council Resolution

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**5.14 FOLK SONG – OUTBACK THEATRE FOR YOUNG PEOPLE****AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Supported and engaged communities**STRATEGIC OBJECTIVE:** 3.2 Support community engagement through life-long learning, culture and recreation**FILE NO:** 26.128.3**RECOMMENDATION:** - that the Council write to Outback Theatre for Young People to commend them for their work on the *Folk Song* project

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**REPORT:**

Over the past 18 months Outback Theatre for Young People (OTYP) has worked on a production based on people from Berrigan Shire and their stories. The culmination of that work was the verbatim drama *Folk Song*, written by Julian Lanarch, directed by Alyson Evans and performed by six talented young people from our community.

This project was made possible through support from Berrigan Shire Council, Create NSW, the Australia Council for the Arts and the Ministry for the Arts Catalyst fund.

The unique aspect of this project was that, unlike many arts projects delivered in Berrigan Shire, this was not a “fly-in, fly-out” workshop but a long term project dedicated to the creation of a work specifically based on our community. The production itself was extremely well received by audiences.

It would be appropriate for the Council to recognise this project formally and to encourage similar projects in the future.

Items requiring Council Resolution

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**5.15 DEVELOPMENT APPLICATION 29/18/DA/D5 –  
BEING THE CONSTRUCTION OF A  
CARPORT**

**AUTHOR:** Town Planner

**STRATEGIC OUTCOME:** Sustainable natural and built landscapes

**STRATEGIC OBJECTIVE:** 1.1 Support sustainable use of our natural resources and built landscapes

**FILE NO:** 29/18/DA/D5

**RECOMMENDATION:** that the Council approve the Development Application 29/18/DA/D5 for the Construction of a Carport subject to the following conditions:

**1. Approved Plans**

The development shall be implemented in accordance with the details set out on the plans A Line Building Systems Pty Ltd Project Number 11691A-1 (Sheets A1.1, A2.1, A2.2, A2.3, A3.1, A3.2), BSC-001, the application form and on any supporting information received with the application except as amended by the conditions specified hereunder.

**2. Appointment of PCA and Notice of Commencement**

No work is to commence until the person granted development consent has:

- (a) obtained a Construction Certificate for each structure
- (b) appointed a PRINCIPAL CERTIFYING AUTHORITY
- (c) has notified the Council of the appointment
- (d) has given the Council at least 2 days' notice of the intention to commence erection of the building.

(Section 81A EP&A Act 1979)

**3. Critical Stage Inspections**

The Principal Certifying Authority for building or subdivision work carried out on a site is required to be satisfied that the work has been inspected on such occasions as are prescribed by the regulations or other occasions required by the principal certifying authority, before the issue of a Certificate of Occupancy or Subdivision Certificate for the building or work. (Section 109E EP&A Act 1979)

**4. Occupation**

The structure must not be occupied or used until the Principal Certifying Authority has received and determined the application for an "Occupation Certificate".

## Items requiring Council Resolution

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A Final Occupation Certificate must not be issued unless all required certificates have been received and the building is suitable for occupation or use in accordance with its classification under the Building Code of Australia.

(Section 109C(1)(c) and 109H EP&A Act 1979)

5. **Permitted hours for building work**

All building work shall be carried out only between the hours of 7.00am and 6.00pm Monday to Friday inclusive, 8.00am and 5.00pm Saturdays. No work shall be carried out on Sundays and public holidays.

6. **Stormwater**

Roofwater from the building must be piped underground to the existing dwelling's stormwater disposal system in accordance with the Building Code of Australia and Relevant Australian Standards to ensure runoff does not affect neighbouring properties.

7. **Compliance with Building Code of Australia**

All building work must be carried out in accordance with the provisions of the Building Code of Australia

8. **Excavations and backfilling**

- (a) All excavations and backfilling associated with the erection or demolition of a building must be executed safely and in accordance with appropriate professional standards.
- (b) All excavations associated with the erection or demolition of a building must be properly guarded and protected to prevent them from being dangerous to life or property.

9. **Signs to be erected on building & demolition site**

- a. A sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:
  - (i) stating that unauthorised entry to the work site is prohibited, and
  - (ii) showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside working hours.
- b. Any such sign is to be removed when the work has been completed. (Clause 78H of Regulation).

10. **Carport to remain open**

The carport is not to be enclosed to ensure that sufficient solar access is available to the neighbouring property owners. Any modification to the carport will require the prior approval of Council.

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## Items requiring Council Resolution

### REPORT:

The subject site is a battle axe allotment, which is located at 14 Barinya Street, Barooga which is also identified as Lot 2071 on Deposited Plan 703885 and is 3,911m<sup>2</sup> in size. The subject property is located approximately 400m north of the central business district of Barooga. The site is located within Zone RU5 – Village Zone under the provisions of the *Berrigan Local Environmental Plan 2013 (BLEP 2013)*, and has been improved through the construction of a dwelling and storage shed. The property is completely surrounded by similar residential land uses in every direction. The site is located within close proximity to the Murray River as per *Murray Regional Environmental Plan No 2 - Riverine Land*, but will not impact the riverine environment. A site visit conducted on 14 September 2017 revealed that there was no significant vegetation or any other items of environmental significance located on the site. Below is an aerial photo showing the site and neighbouring properties.



Figure 1 – Aerial Photo showing subject site, proposed carport and surrounding residential properties

## Items requiring Council Resolution

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### Proposal

The proposed open carport will be 15 metres x 7 metres, equalling 105m<sup>2</sup> in size, as showing in the plans in appendix "I". The roof will be 3.2 metres high to the eave, and will contain a 12.5-degree pitch. The height at the very top of the roof will be approximately 4 metres. The main use for the carport is to storage a large campervan. Under the

Berrigan LEP 2013, the property is within the RU5 Village Zone, which permits the construction of a Carport upon obtaining development consent.

The main issue which needs to be considered when undertaking this assessment is that the proposed carport is located within close proximity to the southern boundary fence, and thus has the ability to impact on the neighbouring block of units located at 12 Barinya Street, Barooga. After conducting a site visit, there will be minor overshadowing caused to the neighbouring property. Notification was given to the residents of the neighbouring property on 5 September 2017 to make them aware that the development may affect their property.

A response was received from a neighbouring property owner objecting to the development on a number of grounds. In particular, the neighbour believed that the 'size of the shed would impede the path of direct sunlight to their property, reducing the amount of natural light that the property receives'. Secondly, the objector stated that the proposal 'would have an adverse impact on the amenity of their property', with reference to blocking natural views to the sky. Finally, they also questioned the intended and future use of the development, especially in the event that the carport could be enclosed.

In response to the submission received, Council does recognise that development is likely to have a minor impact to the neighbouring property, given slight overshadowing during mid-morning to mid-afternoon hours. However, this impact is mitigated given that the carport is located 1m from the property boundary and that the carport is open allowing sunlight to pass through. Additionally, a large tree has been recently removed, which was also causing overshadowing. Finally, a condition of consent will be added to ensure that the carport will not be enclosed, but rather remain open into the future which will allow solar access for neighbouring property owners.

On all other accounts the development will not largely impact the character and amenity of the already existing built and natural environments. Overall, the development meets the objectives of the Berrigan DCP 2014 chapter 2.11 concerning Outbuildings given that high quality materials and finishes are being used on the exteriors of the building.

The increase in stormwater runoff, whilst not creating a significant environmental impact, will need to be managed and drained appropriately to the Barinya Street kerb to ensure the runoff does not affect neighbouring properties.

### Items requiring Council Resolution

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#### Conclusion / Legislation

In assessing this development application, the relevant parts of Section 79C of the *Environmental Planning and Assessment Act 1979* have been taken into account. It is clear that this development, given its size and design, is will have a minor impact on the adjoining units but is still within the public interest given the efforts have been made by the applicant to mitigate the impact on solar access and amenity.

RESOLUTION



Items requiring Council Resolution

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**5.16 TOCUMWAL AERODROME –  
CLASSIFICATION OF LAND**

**AUTHOR:** Director Corporate Services

**STRATEGIC OUTCOME:** Diverse and resilient business

**STRATEGIC OBJECTIVE:** 4.3 Connect local, regional and national road, rail, and aviation infrastructure

**FILE NO:** 15.128.31

**RECOMMENDATION:** - that the Council:

1. commence the process to classify the following land as 'operational' land under section 31 and 34 of the *Local Government Act 1993*;

- a. Lot 37 DP 1233177
- b. Lot 38 DP 1233177
- c. Lot 39 DP 1233177
- d. Lot 40 DP 1233177
- e. Lot 41 DP 1233177
- f. Lot 42 DP 1233177
- g. Lot 43 DP 1233177
- h. Lot 44 DP 1233177
- i. Lot 45 DP 1233177
- j. Lot 46 DP 1233177
- k. Lot 47 DP 1233177
- l. Lot 48 DP 1233177, and

2. advertise its intention to so classify the land with any submission received in relation to the proposal being considered at the council meeting to be held on 15 November 2017

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**REPORT:**

Under the *Local Government Act 1993*, all land acquired by the Council is to be classified as "Community" or "Operational" within three months of acquisition. Any land acquired that is not classified is deemed as "Community" land.

The Council is restricted in its dealings with land designated as "Community Land", including its ability to dispose of the land.

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Items requiring Council Resolution

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The recent subdivision at the Tocumwal Aerodrome has created new 12 new lots intended for resale listed below:

1. Lot 37 DP 1233177
2. Lot 38 DP 1233177
3. Lot 39 DP 1233177
4. Lot 40 DP 1233177
5. Lot 41 DP 1233177
6. Lot 42 DP 1233177
7. Lot 43 DP 1233177
8. Lot 44 DP 1233177
9. Lot 45 DP 1233177
10. Lot 46 DP 1233177
11. Lot 47 DP 1233177
12. Lot 48 DP 1233177

It is an arguable point if the Council has “acquired” this land or merely subdivided operational land it already owned. In the interests of abundant caution and to avoid all doubt, it would be worthwhile the Council going through the classification process regardless.

Items requiring Council Resolution

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**5.17 DOCUMENTS FOR SIGNING AND SEALING**

**AUTHOR:** Environmental Engineer

**STRATEGIC OUTCOME:** Diverse and resilient business

**STRATEGIC OBJECTIVE:** 1.1 Support sustainable use of our natural resources and built landscapes

**FILE NO:** T06/17/18

**RECOMMENDATION:** - that the Council sign and seal Contract No. T06/17/18 for the Barooga Raw Water Upgrade for the contract sum of \$117,875.

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**REPORT:**

The Council awarded the contract for the design, supply and install of new pumping machinery and pipework to replace the existing pumping station located on the inclined bank of the Murray River at Buchanan's Road, Barooga.

The documents are considered appropriate and can be signed and sealed by the Council.

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Items requiring Council Resolution

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**5.18 CHRISTMAS OFFICE CLOSURE AND DECEMBER COUNCIL MEETING**

**AUTHOR:** General Manager

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:**

**RECOMMENDATION:** - that the Council:

- Close the Shire Office from 4:00pm on Friday 22<sup>nd</sup> December, 2017 reopening on Tuesday 2<sup>nd</sup> January, 2018 with those days not being public holidays or weekends being deducted from staff leave entitlements.
- Close the Shire Libraries from close of business on Friday 22<sup>nd</sup> December, 2017 until Tuesday 2<sup>nd</sup> January, 2018 with those days not being public holidays or weekends being deducted from staff leave entitlements.
- That the Council's December Council meeting be held on Wednesday 13<sup>th</sup> December, 2017.

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**REPORT:**

The Council often varies the date of its December Council meeting to allow outcomes to be implemented prior to Christmas.

The meeting would normally be held on 20<sup>th</sup> December, 2017 and as this does not allow adequate implementation time prior to Christmas office closure, it is suggested that the date be rescheduled to 13<sup>th</sup> December, 2017.

Also, the Council has a Policy of closing the Shire Office between Christmas and New Year with those days not being public holidays, weekends etc. being deducted from staff leave entitlement.

This year, if implemented as per the Policy the Shire Office will close on Friday 22<sup>nd</sup> December, 2017 and reopen on Tuesday 2<sup>nd</sup> January, 2018.

In relation to the Libraries these generally follow the Council's adopted office closure, though closing at normal close of business. It is therefore suggested that Libraries also close after normal business on Friday 22<sup>nd</sup> December, 2017 and re-open on Tuesday 2<sup>nd</sup> January, 2018.

**Items requiring Council Resolution**

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The outdoor staff will maintain a skeleton staff to attend to essential maintenance and emergencies. Normal on-call arrangements will apply through contact with the general office telephone number.

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Items for Noting

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**RECOMMENDATION** – that Items for Noting numbered 6.1 to 6.6 inclusive be received and noted.

**6.1 TENDER T06/17/18 BAROOGA RAW WATER UPGRADE**

**AUTHOR:** Environmental Engineer

**STRATEGIC OUTCOME:** Sustainable natural and built landscapes

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:** T06/17/18

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**REPORT:**

This tender is for the design and construction of the Barooga raw water pumping station upgrade, located at the southern end of Buchanan's Road, Barooga.

The total value of the contract based on tender price is \$136,575 excluding GST. This consists of the tendered price of \$117,875 plus extras of \$3,700 for stainless steel fittings and \$15,000 to replace the electrical switchboard.

The upgrading of this pump station has been identified as a necessary to address work health and safety issues associated with the access platform to service the existing pumps foot valve as well as confined space access to the existing pumps. The existing pumps also have a reliability issue in so far as they lose prime and have had to be fitted with an auxiliary pump for priming.

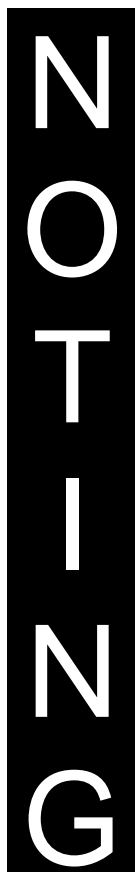
These works have not been included in the current budget and will require a transfer from reserve.

The contract is a lump sum contract for design and construct.

Tenders closed at 2pm on Wednesday the 23<sup>rd</sup> of August, 2017. At the time of closing a total of four submissions were received

Submissions were received from the following organisations in order of opening:

1. CGB Civil
2. DeKort Pumps



**Items for Noting**

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3. Girdwood Contracting P/L
4. RCE Australia P/L

In accordance with Clause 163 of the Local Government (General) Regulation 2005, Berrigan Shire Council has accepted the tender from RCE Australia Pty Ltd.

Items for Noting

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**6.2 T05/17/18 SUPPLY AND DELIVERY OF CUT-BACK BITUMEN**

**AUTHOR:** Director Technical Services

**STRATEGIC OUTCOME:** Sustainable natural and built landscapes

**STRATEGIC OBJECTIVE:** 1.3 Connect and protect our communities

**FILE NO:** T05/17/18

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**REPORT:**

As it is anticipated that Berrigan Shire Council will spend more than \$150,000 inclusive of GST on the supply, delivery and spraying of bulk cut-back bitumen for 2017/2018 financial year. In accordance with Clause 163 of the Local Government (General) regulation 2005, Berrigan Shire Council has accepted a quotation from DOWNER EDI WORKS PTY LTD for the estimated total amount of \$657,800 through the Local Government Procurement Contract for Bitumen, Emulsions and Asphalt Materials and Services (LGP213).

The Contract for the supply, delivery and spraying of bulk cut-back bitumen for 2017/2018 financial year is a schedule of rate contract subject to rise and fall based on the price of bitumen supplied by Viva which was \$1,005.00 + GST per tonne at the time quotation.

Submissions were received from:

- STATE ASPHALT SERVICES PTY LTD
- DOWNER EDI WORKS PTY LTD

**NOTING**



### Items for Noting

## 6.3 PURCHASE OF NEW PLANT ITEMS

**AUTHOR:** Director Technical Services

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:** T08/17/18; T09/17/18; T10/17/18; T11/17/18

### REPORT:

In July 2017 requests were lodged via VendorPanel for the replacement of new plant items; items being replaced P362 Grader, P370 Tractor, P393 Sewer Jet Machine and P445 Tray Truck.

With the LGP contracts in place, Berrigan Shire Council uses the VendorPanel portal to request submissions from potential suppliers. The VendorPanel system is a transparent web portal by which Local Government customers can either purchase direct from a schedule of rates contract or obtain quotes from Local Government Procurement qualified based contracts. It also allows Council to manage their local preferred panel of suppliers.

Plant to be replaced	Tender accepted	Cost (exc GST)	Budget (exc GST)
Grader P362	Westrac 140M Motor Grader	\$363,525.29	\$340,000
Tractor P393	Kubota M9540 DH-C Tractor	\$ 56,257.00	\$ 60,000
Sewerjet P393	Sewer Equipment Company (Aust) Rioned Multijet High Pressure trailer mounted jetting machine	\$ 66,633.04	\$ 75,000
Tray Truck P445	TAIG Bros Isuzu FRR 110-260MWB 3 tonne Tray Truck	\$ 59,302.44	\$ 65,000
	<b>TOTAL</b>	<b>\$545,717.77</b>	<b>\$540,000</b>

This purchase is funded from the plant replacement budget adopted by the Council as part of its initial Operational Plan and while the total price is slightly higher than the net budgeted amount of \$540,000 (ex GST) this additional expenditure should be offset by savings in other purchases. The additional cost associated with the grader purchase was due to selecting the larger 140M machine which will deliver greater productivity.

NOTING

## Items for Noting

## 6.4 RATES AND CHARGES - 2017/2018 RATES COLLECTIONS AND OUTSTANDING DEBTORS BALANCES – 1<sup>ST</sup> QUARTER REPORT TO COUNCIL

**AUTHOR:** Revenue Officer

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO**

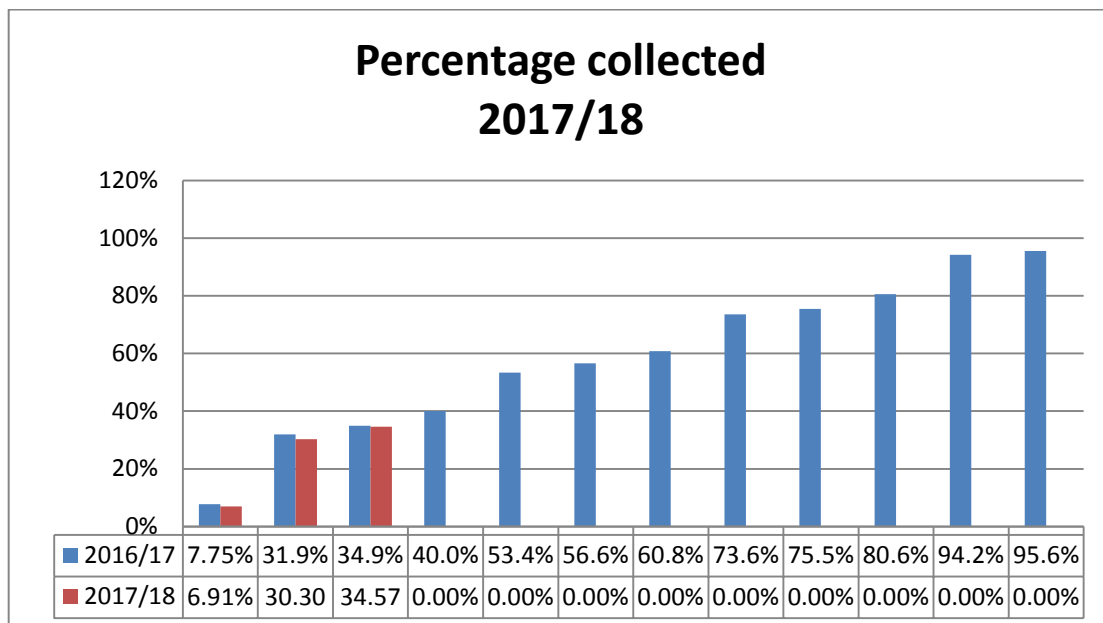
**REPORT:**

### 1. Rates & Charges

At 30 September 2017, the Council has collected 34.57% of the total rates, service charges, arrears and water consumption charges raised in 2017/18 to date – a very similar percentage collected as at the same time last year.

Council has had a great deal of success with the collection of some large outstanding rates in the first quarter, using a more hands on approach; therefore, I am confident that Council will continue to meet the rates collection benchmarks it has set.

**Percentage collected  
2017/18**



## Items for Noting

### 2. Debtors

A brief list of outstanding debtors as at the end of August and September 2017 is as follows:-

DEBTORS	2017/18	
	END AUGUST	END SEPT
GENERAL/SUNDRY/OTHER DEBTORS	\$104,122	\$81,142
RATES LEGAL FEE DEBTORS	\$0	\$0
FOOD INSPECTIONS	\$479	\$404
HALF COST K&G/FOOTPATH DEBTORS	\$107,686	\$124,824
SEC 355 COMMITTEE LOANS	\$39,024	\$32,012
SWIMMING POOLS	\$0	\$0
CEMETERY DEBTORS	\$174	\$278
GOVERNMENT DEPT GRANTS & SUBSIDIES	\$22,690	\$251,982
STAFF DEBTORS	\$0	\$326
STAFF SUPERANNUATION	-\$222	-\$218
SHIRE LAND SALE DEBTORS	\$87,000	\$87,000
TOCUMWAL AERODROME	\$708	\$708
<b>TOTAL</b>	<b>\$361,660</b>	<b>\$578,459</b>

In the table above the only major difference between August and September is the Government Department Grants and Subsidies column. In early September the debtor for the Pensioner Concession Grant is raised and is paid in January of the following year.

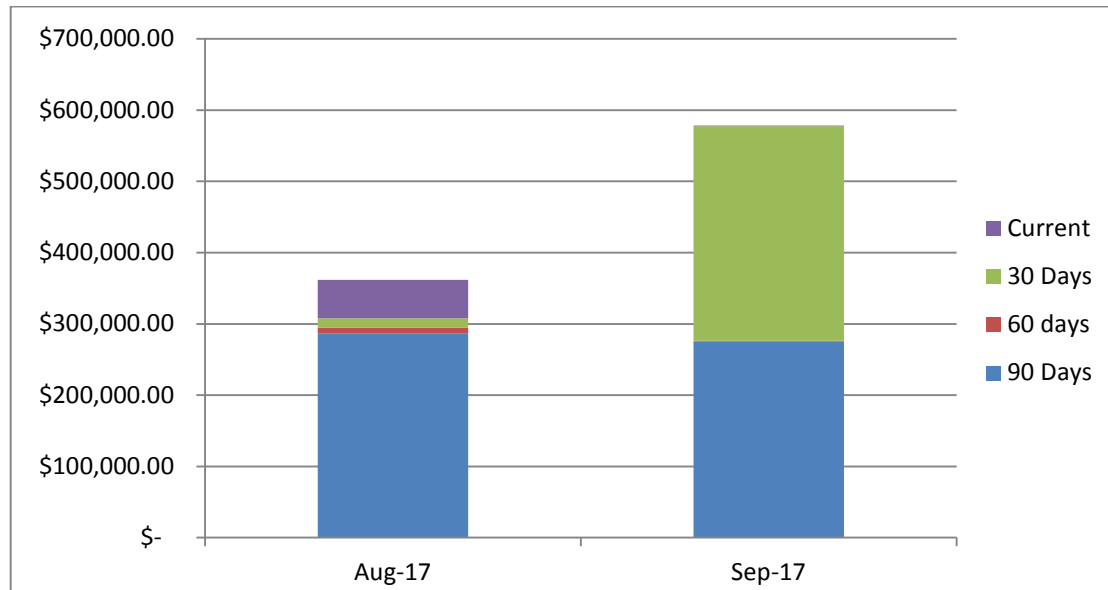
The graph below shows the Council's outstanding debtors by age and type over the past two months.

The amount of debt outstanding for over 90 days – made up largely of half-cost scheme debtors and s355 committee loans has decreased slightly.

The amount of debt outstanding between 30-60 days has increased significantly as a result of two half-cost schemes recently approved by Council; invoices for these works were raised in July 2017, these will be repaid over time in line with the Council's policy. The other large amount is the yearly Pensioner Subsidy Claim which has been lodged with the Office of Local Government and will be paid sometime in January 2018.

NOTING

### Items for Noting



### 3. Activity

Two rate payers continue to receive interest relief under councils Hardship Policy this quarter, and this has resulted in an interest write-off of \$27.41.

Over the past quarter, the Council has undertaken the following collection activity:

Reminder letters sent for rates:	738 ratepayers
Sent to debt collection:	127 ratepayers
Statement of liquidated claim:	12 ratepayers
Issued warrants to appear at hearing:	0 ratepayers
Examination Orders:	2 ratepayers
Garnishee Orders:	1 ratepayers
Notice to occupiers:	1 ratepayers
Bankruptcy search:	0 ratepayer
Judgement entered:	2 ratepayers

NOTIFICATION

Items for Noting

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**6.5 LOCAL EMERGENCY MANAGEMENT  
COMMITTEE MEETING**

**AUTHOR:** Direct Technical Services

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:** 09.106.2

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**REPORT:**

Minutes of the last meeting held on 6<sup>th</sup> October, 2017 are attached as appendix "J" for Councillors' information.

## Items for Noting

## 6.6 DEVELOPMENT DETERMINATIONS FOR MONTH OF SEPTEMBER 2017

**AUTHOR:** Executive Support Officer

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

**FILE NO:**

### REPORT:

#### APPLICATIONS DETERMINED FOR SEPTEMBER

Application	Description	Property Location	Applicant	Owner	Status	Value	Days Taken
9/18/DA/D9	2 Lot Subdivision	65-69 MURRAY STREET, FINLEY NSW 2713 (Lot4//DP270701)	Dennis Sutton	MR DM SUTTON AND MRS KT SUTTON	Approved 07-09-2017	\$ 0.00	<i>Active Total</i> 40 40
23/18/DA/D1	BV Dwelling & Attached Garage	2-36 HANNAH STREET, TOCUMWAL NSW 2714 (Lot225//DP752296)	Todd & Andrea Mansell	MR T S MANSELL	Approved 19-09-2017	\$ 239135.00	<i>Active Total</i> 9 25
24/18/DA/D5	Residential Storage Shed	50 MARIAN DRIVE, TOCUMWAL NSW 2714 (Lot65//DP789897)	Mr Justin Donnell	MR JP DONNELL AND MRS MJ DONNELL	Approved 05-09-2017	\$ 9850.00	<i>Active Total</i> 10 10
25/18/DA/D1	BV Dwelling & Attached Garage	20 MAVIS STEWARD DRIVE, BAROOGA NSW 3644 (Lot10//DP1102913)	Simonds Homes	MR B J MATHERS & MS E R SEVERYN	Approved 08-09-2017	\$ 229878.00	<i>Active Total</i> 12 12
27/18/DA/D2-M	Modification to 97/17/DA/D2 Storage Sheds	2-6 JERILDERIE STREET, BERRIGAN NSW 2712 (Lot10/32/DP3353)	RM & ML Baldwin	MR RM BALDWIN AND MRS ML BALDWIN	Approved 08-09-2017	\$ 0.00	<i>Active Total</i> 9 9
30/18/DA/D5	Outdoor Wash Room	47 CALAWAY STREET, TOCUMWAL NSW 2714 (Lot5/18/DP758981)	Turinator Plumbing Pty Ltd	MR GR O'DONNELL & MS ND ROSE	Approved 25-09-2017	\$ 9000.00	<i>Active Total</i> 13 13
11/18/CD/MM	Demolition of Residence Associated with Loose-Fill Asbestos	8 WHITE STREET, FINLEY NSW 2713 (Lot2//DP225674)	Public Works Advisory	PROPERTY NSW	Approved 06-09-2017	\$ 0.00	<i>Active Total</i> 0 0
31/18/DA/D5	Residential Storage Shed	17-21 TONGS STREET, FINLEY NSW 2713 (Lot180//DP752283)	Kurtis & Emma Simpson	MR K A SIMPSON & MRS E J SIMPSON	Approved 21-09-2017	\$ 17000.00	<i>Active Total</i> 11 11
35/18/DA/D5	Amenities Building	97-117 TONGS STREET, FINLEY NSW 2713 (Lot7013//DP1025072)	Berrigan Shire Council	DEPT OF CONSERVATION LAND MANAGEMENT	Approved 28-09-2017	\$ 25000.00	<i>Active Total</i> 11 11
36/18/DA/D5	Amenities Building	GOLF COURSE ROAD, BAROOGA NSW 3644 (Lot7007//DP1019686)	Berrigan Shire Council	THE STATE OF NEW SOUTH WALES	Approved 28-09-2017	\$ 25000.00	<i>Active Total</i> 11 11
12/18/CD/M1	BV Dwelling & Attached Garage	11 LA BELLE COURT, TOCUMWAL NSW 2714 (Lot6//DP1194758)	Hadar Homes	MR G & MRS F S MATTHEWS	Approved 20-09-2017	\$ 297343.00	<i>Active Total</i> 5 5
38/18/DA/D5	Carpport	51 OAKLANDS ROAD, BERRIGAN NSW 2712 (Lot64//DP1127637)	Mr Steven Malcolm	MR SJ MALCOLM	Approved 25-09-2017	\$ 10000.00	<i>Active Total</i> 4 4
13/18/CD/PC	Private Certifier BV Dwelling & Attached Garage	35 TAKARI STREET, BAROOGA NSW 3644 (Lot51//DP1123204)	JG KING HOMES	MR M C & MRS P J SIMPSON	Approved 28-09-2017	\$ 252261.00	<i>Active Total</i> 0 0

NOTING

## Items for Noting

**APPLICATIONS PENDING DETERMINATION AS AT 10/10/2017**

Application No.	Date Lodged	Description	Property Location
29/18/DA/D9	05-09-2017	Carport	14 BARINYA STREET, BAROOGA NSW 3644 ( Lot 2071//DP703885)
33/18/DA/D2	06-09-2017	Extension to Supermarket	20-22 DENILQUIN STREET, TOCUMWAL NSW 2714 (Lot 9//DP667960)
39/18/DA/D5-M	20-09-2017	Modification to 2/18/DA/D5 Residential Storage Shed	22-26 TONGS STREET, FINLEY NSW 2713 (Lot 6//DP703770)
40/18/DA/D5	27-09-2017	Residential Storage Shed	2-4 BAROOGA STREET NORTH, TOCUMWAL NSW 2714 (Lot 5/27/DP758981)
41/18/DA/DM	28-09-2017	Rock and Roll Festival Public Markets	BAROOGA RECREATION RESERVE (Lot 260//DP1138087)
42/18/DA/D9	29-09-2017	3 Lot Subdivision / Consolidation	123 YARRAWONGA ROAD, BERRIGAN NSW 2712 (Lot 2//DP752302)
14/18/CD/M1	04-10-2017	New Dwelling	4 PINWOOD LANE, TOCUMWAL NSW 2714 (Lot 13//DP285573)
43/18/DA/D5	5-10-2017	Residential Storage Shed	9-11 DROHAN STREET, BERRIGAN NSW 2712 (Lot 1/4/DP3329)

**TOTAL APPLICATIONS DETERMINED / ISSUED (including modifications)**

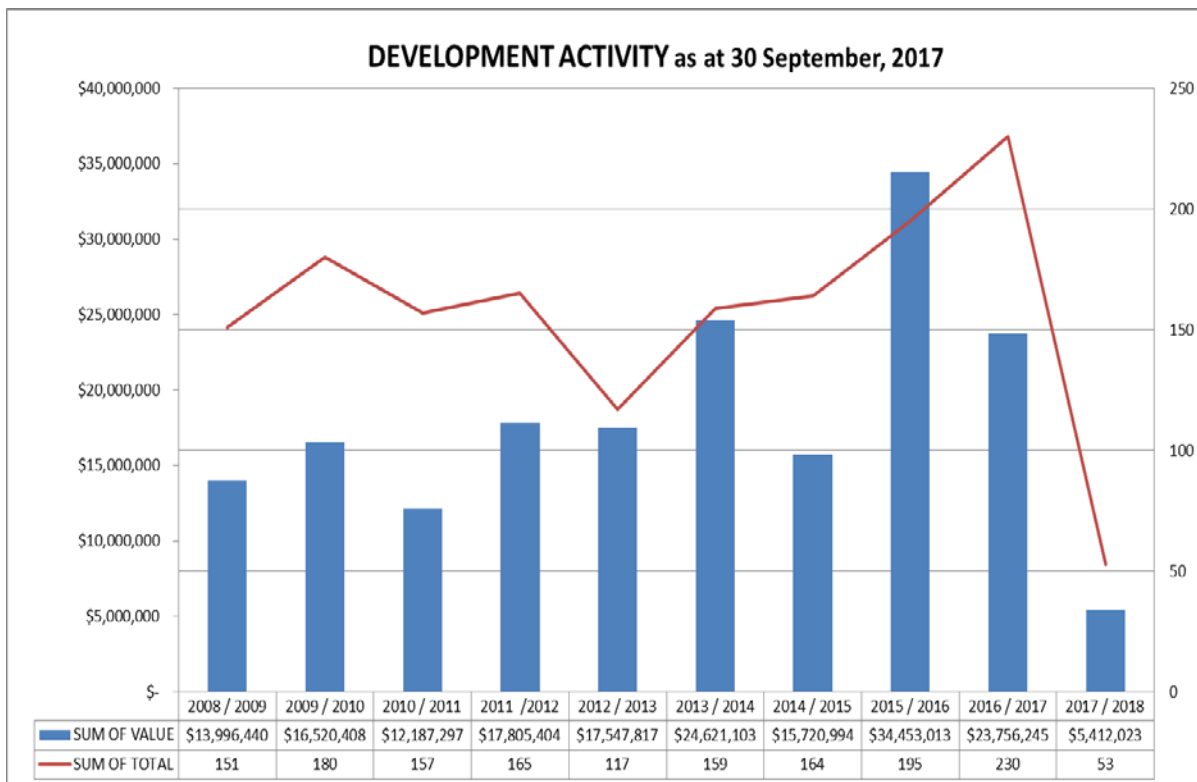
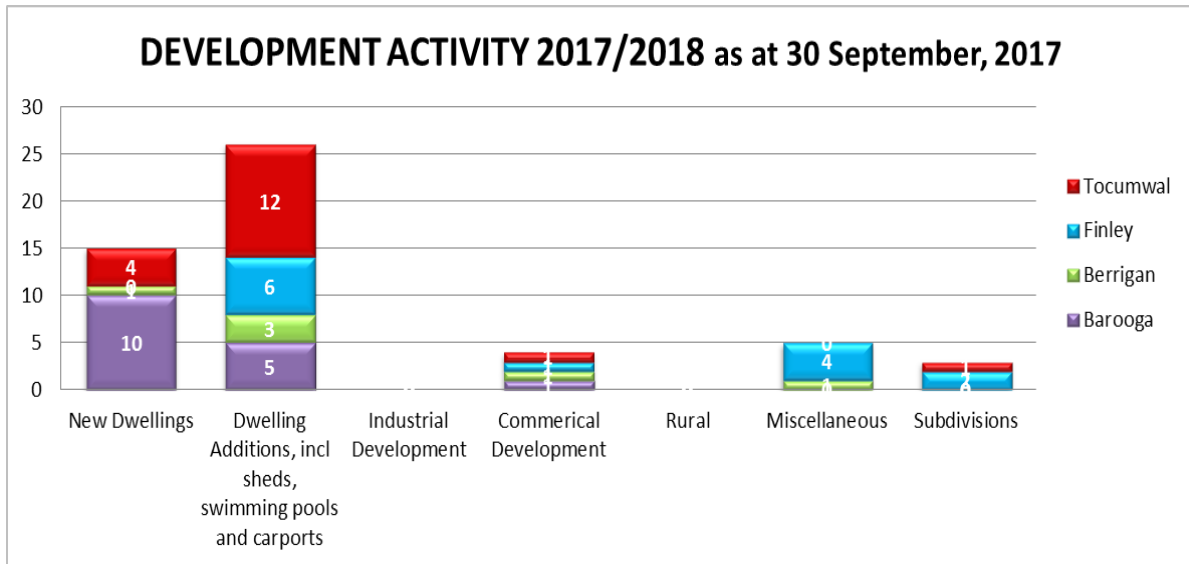
	This Month (Sep)	Year to Date	This Month's Value	Year to Date Value
<i>Development Applications (DA)</i>	10	39	\$564,863	\$4,080,651
<i>Construction Certificates (CC)</i>	8	30	\$687,018	\$2,956,253
<i>Complying Development Certificates (CDC)</i>	3	14	\$549,604	\$1,331,372
<i>Local Activity (s.68)</i>	7	22	0	0

**OTHER CERTIFICATES ISSUED FOR SEPTEMBER**

	149(2) Planning Certificate		149(5) Certificate		735A Certificate Outstanding Notices or Orders under LG Act 1993		121zp Certificate Outstanding Notices or Orders under EP&A Act 1979		149(D) Building Certificate		Swimming Pool Certificate	
	Sep	Year Total	Sep	Year Total	Sep	Year Total	Sep	Year Total	Sep	Year Total	Sep	Year Total
BAROOGA	8	24	1	2	0	1	0	0	0	0	0	0
BERRIGAN	2	8	0	1	2	3	1	1	0	0	0	0
FINLEY	5	27	2	7	1	5	0	1	0	0	0	1
TOCUMWAL	10	32	0	0	0	1	0	0	1	2	0	5
<b>TOTAL</b>	<b>25</b>	<b>91</b>	<b>3</b>	<b>10</b>	<b>2</b>	<b>10</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>6</b>

NOTION

Items for Noting



NOTION



Committee meeting reports

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**7. MINUTES OF THE TECHNICAL SERVICES COMMITTEE**

**RECOMMENDATION** – that recommendation number 1 inclusive of the Technical Services Committee Meeting held on 4<sup>th</sup> October, 2017 be adopted.

**5. CAMPER WASTE MANAGEMENT TOCUMWAL**

**AUTHOR:** Environmental Engineer

**STRATEGIC OUTCOME:** Sustainable natural and built landscapes

**STRATEGIC OBJECTIVE:** 1.1 Support sustainable use of our natural resources and built landscapes

**FILE NO:** 31.160.3

**RECOMMENDATION NO. 1** that the Council approve a trial for additional opening hours at Tocumwal Landfill to assist with management of camper waste over the summer holiday period and support the proposals to confine the provision skip bins at Pumps Beach to the summer and Easter school holidays and to have no skip bins provided at Anzac Avenue.

Items requiring Council Resolution

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8. MAYOR'S REPORT

RESOLUTION

**RECOMMENDATION** – that the Mayor's Report be received.

Items requiring Council Resolution

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9. DELEGATES REPORT

RESOLUTION

Items requiring Council Resolution

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10.

**GENERAL BUSINESS**

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