

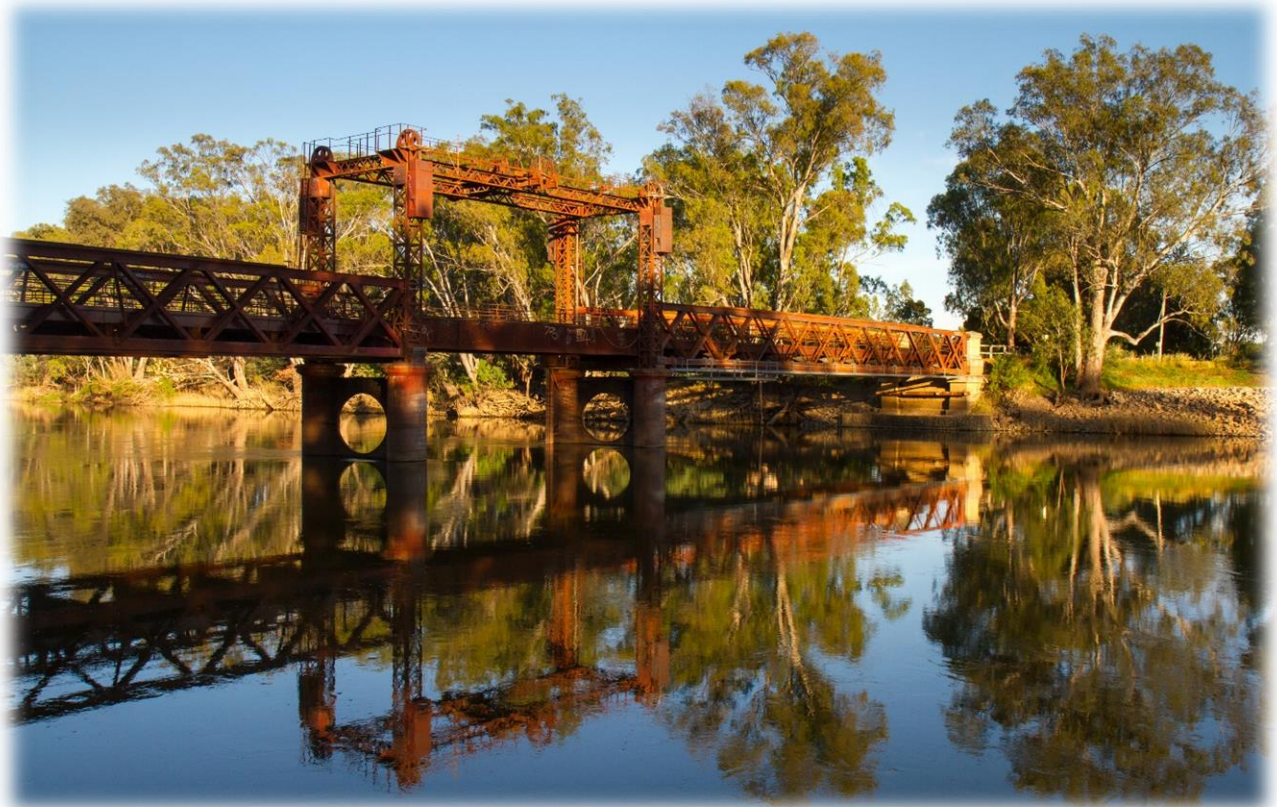


ORDINARY MEETING OF COUNCIL

Wednesday 19 January, 2022

at 9:00am

Council Chambers
56 Chanter Street, Berrigan



Agenda

The Ordinary Meeting of the Council of the Shire of Berrigan will be held in the **Council Chambers**, Berrigan, on **Wednesday 19 January, 2022** when the following business will be submitted:-

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

KARINA EWER
CHIEF EXECUTIVE OFFICER



Council Meeting

Wednesday 19 January, 2022

BUSINESS PAPER

This meeting is being webcast and those in attendance should refrain from making any defamatory statements.

1. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE
2. DECLARATION OF ITEMS OF PECUNIARY OR OTHER INTERESTS
3. VISITORS
4. CONFIRMATION OF MINUTES

Recommendation: That the Minutes of the Ordinary Council meeting held in the Council Chambers on Wednesday 17 November, 2021 and the Minutes of the Extraordinary Council meeting held on Tuesday 11 January, 2022 be confirmed.

5. MAYORAL MINUTES
6. NOTICES OF MOTION
7. ITEMS FOR RESOLUTION

Council Meeting

19 January 2022

7.1 Council Action List Report

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. 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 Council receive and note the Council Action List Report

Report:

The Council Action List Report, circulated separate to this Agenda to Councillors is designed to note the motion, and actions being taken to implement that decision, including the timeframe in which it is likely to be completed.

Council Meeting

19 January 2022

7.2 Finance - Accounts

Report by: Finance Manager, Tahlia Fry

Strategic Outcome: 2. 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 Council:

- a) Receive the Financial Statement, Bank Reconciliation Certificate and Petty Cash Book made up to 30 November 2021 and 31 December 2021,
- b) Confirm the accounts paid as per Warrant No. 11/21 totalling \$1,956,370.52 and Warrant No. 12/21 totalling \$3,160,726.48, and
- c) Note the report on November investments is attached as **"Appendix 7.2-A"**.
- d) Note the report on December investments is attached as **"Appendix 7.2-B"**.

Report:

- a) A Financial Statement covering all funds of the Council indicating the Bank Balances as at 30 November 2021 and 31 December 2021 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 November 2021 and 31 December 2021.
- c) The Finance Manager certifies the Accounts, including the Petty Cash Book made up to 30 November 2021, totalling \$1,956,370.52 and 31 December 2021, totalling \$3,160,726.48, and submits for confirmation of payment as per Warrant No. 11/21 and Warrant No. 12/21
- 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) Cash movements in November and December are consistent with historical trends. Cash holdings in the Water fund will be expended over 2022 and 2023 as the new water treatment plants are constructed and installed.
- f) Further information regarding Council's investments is attached to this Agenda as **"Appendix 7.2-A"** and **"Appendix 7.2-B"**

Statement of Bank Balances as at 30 NOVEMBER 2021

Bank Account Reconciliation

Cash book balance as at 1 NOVEMBER 2021	\$14,168,713.48
Receipts for NOVEMBER 2021	\$ 2,971,814.38
Term Deposits Credited Back	\$ -
	<u>\$17,140,527.86</u>
<i>Less Payments Statement No 11/21</i>	
Bank Transfers	\$ -
Electronic Funds Transfer (EFT) payroll	\$ 614,476.97
Electronic Funds Transfer (EFT) Creditors E038427-E038624	\$ 1,277,347.05
Term Deposits Invested	\$ -
Loan repayments, bank charges, etc	\$ 64,546.50
Total Payments for NOVEMBER 2021	\$ 1,956,370.52
Cash Book Balance as at 30 NOVEMBER 2021	<u>\$15,184,157.34</u>
<i>Bank Statements as at 30 NOVEMBER 2021</i>	
Plus Outstanding Deposits	\$ -
Less Outstanding Cheques/Payments	\$ -
Reconciliation Balance as at 30 NOVEMBER 2021	<u>\$15,184,157.34</u>

INVESTMENT REGISTER

INSTITUTION	FUND	DEPOSIT NO.	TERM (days)	RATE	MATURITY DATE	INSTITUTION TOTAL	S&P RATING
AMP	SEWER	144/19	365	**0.30%	23/03/2022	\$ 2,000,000.00	BBB+
AMP	GENERAL	133/17	182	**0.85%	23/05/2022	\$ 1,000,000.00	BBB+
AMP	GENERAL	125/16	365	**0.35%	31/05/2022	\$ 2,000,000.00	BBB+
AMP	WATER	136/18	365	**0.80%	19/10/2022	\$ 2,000,000.00	BBB+
Goulburn Murray Credit Union	GENERAL	124/16	365	0.40%	13/05/2022	\$ 2,025,954.84	UNRATED
Bendigo Bank	WATER	141/18	364	*0.30%	13/09/2022	\$ 2,000,000.00	BBB+
Bendigo Bank	WATER	142/18	365	*0.30%	26/09/2022	\$ 2,000,000.00	BBB+
Bendigo Bank	GENERAL	146/20	365	*0.30%	28/09/2022	\$ 5,000,000.00	BBB+
Central Murray Credit Union	GENERAL	126/16	365	0.40%	31/08/2022	\$ 2,000,000.00	UNRATED
Defence Bank Limited	WATER	102/14	365	0.50%	6/04/2022	\$ 2,000,000.00	BBB
Defence Bank Limited	WATER	146/19	365	0.30%	31/08/2022	\$ 2,000,000.00	BBB
Defence Bank Limited	WATER	138/18	365	0.70%	10/01/2023	\$ 2,000,000.00	BBB
NAB	WATER	143/18	365	0.50%	18/11/2022	\$ 2,000,000.00	AA-
						<u>\$ 28,025,954.84</u>	

Total Funds Held at 30 NOVEMBER 2021 **\$43,210,112.18**

Tahlia Fry - Finance Manager

*The Council also receives an additional 0.25% commission

**The Council also receives an additional 0.20% commission

Statement of Bank Balances as at 31 DECEMBER 2021

Bank Account Reconciliation

Cash book balance as at 1 DECEMBER 2021	\$15,184,157.34
Receipts for DECEMBER 2021	\$ 1,286,832.11
Term Deposits Credited Back	\$ -
	<u>\$16,470,989.45</u>
<i>Less Payments Statement No 12/21</i>	
Bank Transfers	\$ -
Electronic Funds Transfer (EFT) payroll	\$ 941,562.16
Electronic Funds Transfer (EFT) Creditors E038625-E038839	\$ 2,152,668.35
Term Deposits Invested	\$ -
Loan repayments, bank charges, etc	\$ 66,495.97
Total Payments for DECEMBER 2021	<u>\$ 3,160,726.48</u>
Cash Book Balance as at 31 DECEMBER 2021	<u>\$13,310,262.97</u>
<i>Bank Statements as at 31 DECEMBER 2021</i>	\$13,310,262.97
Plus Outstanding Deposits	\$ -
Less Outstanding Cheques/Payments	\$ -
Reconciliation Balance as at 31 DECEMBER 2021	<u>\$13,310,262.97</u>

INVESTMENT REGISTER

INSTITUTION	FUND	DEPOSIT NO.	TERM (days)	RATE	MATURITY DATE	INSTITUTION TOTAL	S&P RATING
AMP	SEWER	144/19	365	**0.30%	23/03/2022	\$ 2,000,000.00	BBB+
AMP	GENERAL	133/17	182	**0.85%	23/05/2022	\$ 1,000,000.00	BBB+
AMP	GENERAL	125/16	365	**0.35%	31/05/2022	\$ 2,000,000.00	BBB+
AMP	WATER	136/18	365	**0.80%	19/10/2022	\$ 2,000,000.00	BBB+
Goulburn Murray Credit Union	GENERAL	124/16	365	0.40%	13/05/2022	\$ 2,025,954.84	UNRATED
Bendigo Bank	WATER	141/18	364	*0.30%	13/09/2022	\$ 2,000,000.00	BBB+
Bendigo Bank	WATER	142/18	365	*0.30%	26/09/2022	\$ 2,000,000.00	BBB+
Bendigo Bank	GENERAL	146/20	365	*0.30%	28/09/2022	\$ 5,000,000.00	BBB+
Central Murray Credit Union	GENERAL	126/16	365	0.40%	31/08/2022	\$ 2,000,000.00	UNRATED
Defence Bank Limited	WATER	102/14	365	0.50%	6/04/2022	\$ 2,000,000.00	BBB
Defence Bank Limited	WATER	146/19	365	0.30%	31/08/2022	\$ 2,000,000.00	BBB
Defence Bank Limited	WATER	138/18	365	0.70%	10/01/2023	\$ 2,000,000.00	BBB
NAB	WATER	143/18	365	0.50%	18/11/2022	\$ 2,000,000.00	AA-
						<u>\$ 28,025,954.84</u>	

Total Funds Held at 31 DECEMBER 2021

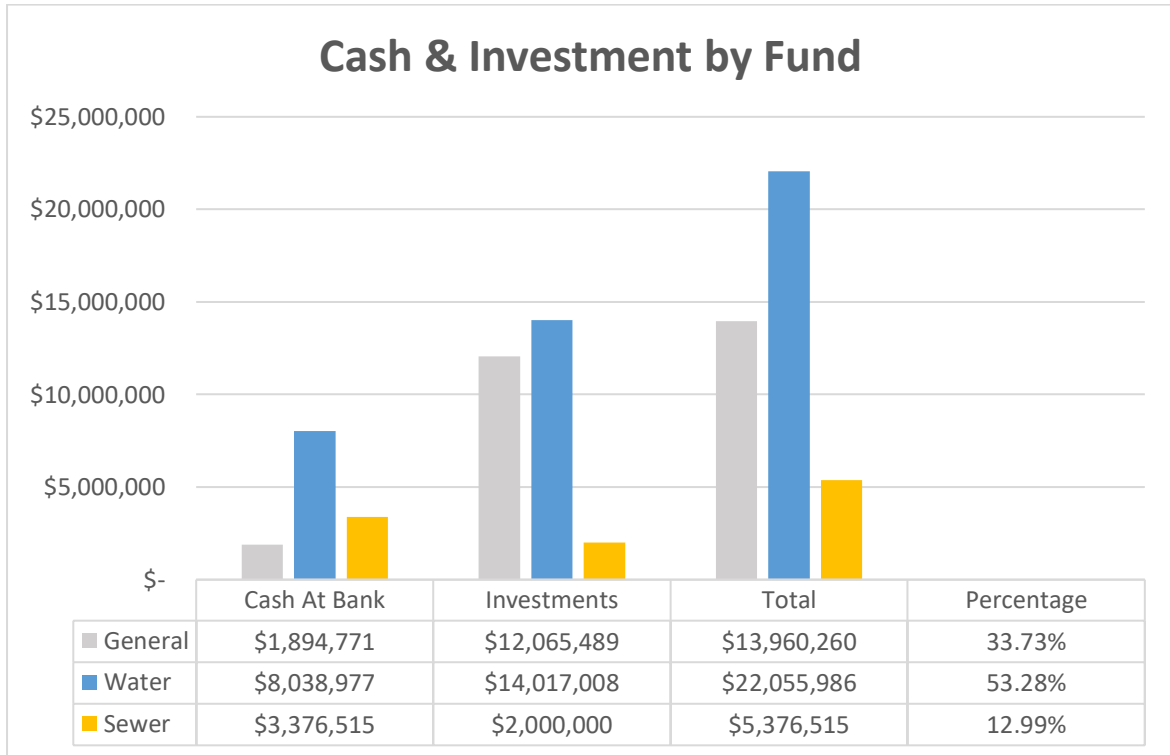
\$41,336,217.81

Tahlia Fry - Finance Manager

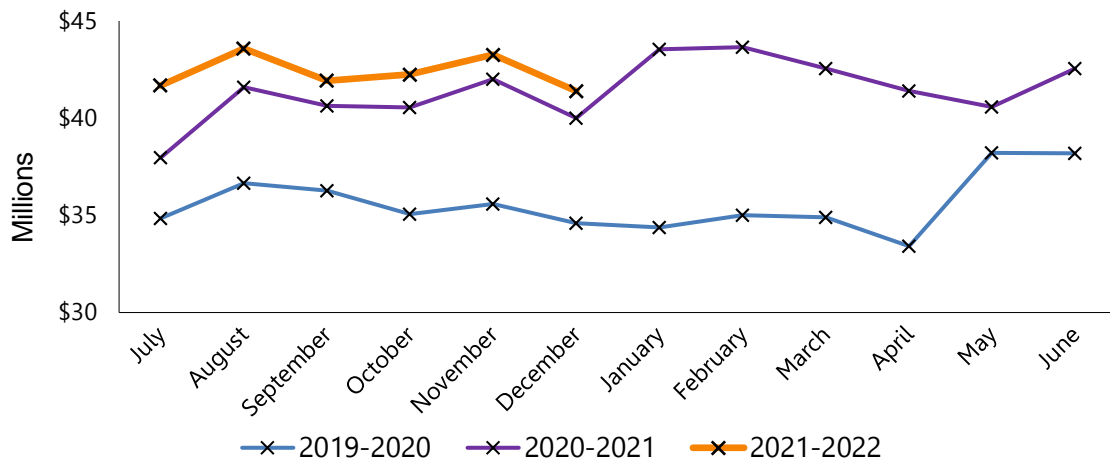
*The Council also receives an additional 0.25% commission

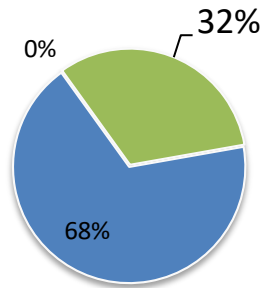
**The Council also receives an additional 0.20% commission

Total Funds held between General, Water and Sewer are as follows:

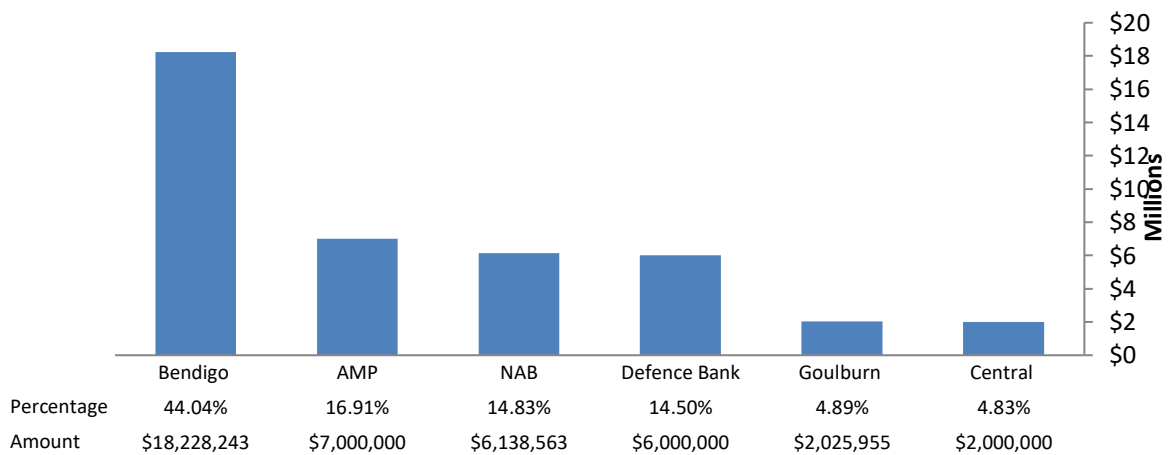


Total Cash and Investments





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



Term Deposits Credited Back

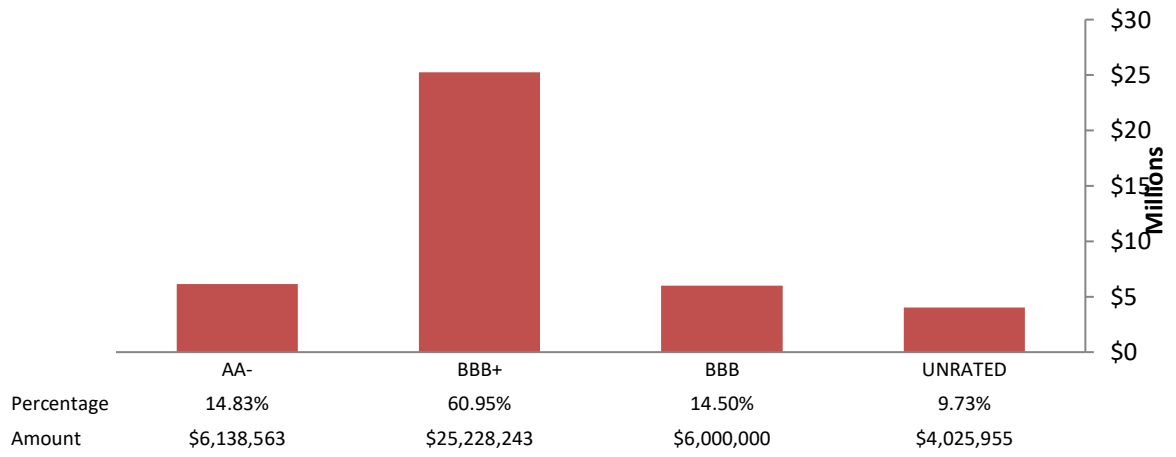
Prior Financial Institution	Term (Days)	Amount	Interest Rate	Maturity Date
NAB	365	\$ 2,000,000.00	0.55%	18/11/2021
AMP	182	\$ 1,000,000.00	**0.30%	22/11/2021

Term Deposits Invested / Reinvested

Current Financial Institution	Term (Days)	Amount	Interest Rate	Maturity Date
NAB	365	\$ 2,000,000.00	0.50%	18/11/2021
AMP	182	\$ 2,000,000.00	**0.85%	19/10/2022

*The Council also receives an additional 0.25% commission

**The Council also receives an additional 0.20% commission



Council Meeting

19 January 2022

7.3 Aerodrome Strategic Plan – Request for Review

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. 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 Council provide \$15,000 in the 2023-2024 budget to review the Aerodrome Strategic Plan.

Report:

The Aerodrome Strategic Plan was developed in 2006 and is now of a significant age. A copy of the current plan is attached at “**Appendix 7.3-A**” for information. Please note this copy is marked Draft Ver 2 but it is believed this is the Plan that was adopted by Council at the time.

Essentially there are two separate plans for the Tocumwal Aerodrome:

1. the **Aerodrome Strategic Plan** – which lays out a strategy for the development of the Tocumwal Aerodrome and the aviation precinct. This had a 10+ year horizon and provided the basis for the development of the Tocumwal Air Park; and
2. the Tocumwal Aerodrome Manual – which sets out how the aerodrome will be operated. This is an operational document although it does set out some of the rules for land use around the aerodrome to ensure aviation is not hindered by houses, trees etc.

The Air Park is now maturing and the Tocumwal Museum and Airshow have added a new dimension to the use of the Aerodrome. The Aerodrome Users Group have therefore requested a review of the Strategic Plan to ensure the next 10 years are as successful as the last.

A review of the Strategic Plan would cost Council a minimum of approximately \$15,000 including GST. A review of the Strategic Plan is not included in the 2021-2022 financial year, though it could be included in the 2022-2023 financial year budget. However, with the review of the Local Environmental Plan underway in 2022-2023 it is felt the review of this plan may pre-empt the findings of the LEP. Anything identified in the LEP review will have a “flow on” effect to this plan.

A review of the Strategic Plan will assist Council to consider the direction of the Aerodrome over the next 10 to 20 years and will require considerable consultation with the Aerodrome Users Group and the community in general.

The purpose of this report is to request Council include a review of the Strategic Plan in its budget considerations for the 2023-2024 financial year.

Council Meeting

19 January 2022

7.4 Call for Motions – National General Assembly

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. 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: Council decision is requested

Report:

The Australian Local Government Association (ALGA) advocates on behalf of Australia's 537 Local Councils for funding and policy outcomes that support local governments to delivery better results for their communities.

Each year ALGA hosts the National General Assembly (NGA) in Canberra where councils discuss current and emerging issues and advocate to the Federal Government regarding the priorities facing the local government sector.

The motions passed at NGA inform ALGA's strategic direction and national advocacy objectives. It is therefore important each Council submits motions if they feel strongly about any matter being faced by their community as the themes are often similar throughout the nation and this assists ALGA to represent Councils more fully.

Next year's NGA will be held in Canberra from 19-22 June 2022, which means it will take place almost immediately following the Federal Election.

The theme of this year's event is *Partners in Progress* and will focus on how partnerships, particularly between the Australian Federal and local governments, can tackle the immediate challenges facing communities to prepare for their future.

Motions must be:

1. relevant to the work of local government nationally;
2. consistent with the themes of the NGA;
3. complimentary or build the policy objectives of NSW;
4. from a Council which is a financial member of their State LGA;
5. propose a clear action and outcome; and

Motions cannot be advanced on behalf of external third parties who may seek to use the NGA to apply pressure to the Board members or gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

The discussion paper outlining the theme of the NGA and the questions under which motions may be made, is included at **"Appendix 7.4-A"**.

Motions are due Friday 25 March 2022.

The purpose of this report is to seek Council's direction as to whether they would like to submit any motions to the NGA, and if so the format in which these motions might be developed.

Further information

Should Council wish to develop motions for the NGA, the following documents will be of value to consider and can be provided separately.

- [Royal Commission into the National Natural Disaster Arrangements Report 28 October 2020](#)
- [Australia's Strategy for Nature 2019-2030](#)
- [National Waste Policy Action Plan 2019](#)

A report provided to Council in October 2021 and the Briefing Paper and presentation which discuss the then Council's concern surrounding homelessness being experienced in the Berrigan Shire will also be of use should the discussion about motions go further and can also be provided separately should that be required. The outcome of that report was the following Council motion:

- 249 **Resolved** Crs Taylor and Bruce that the Council take on the following options presented to the Council in **"Appendix 7.12-A"**
1. Statutory (Council Role)
 - 1.1. Inclusion of the LGA in the NSW Government's Affordable Housing SEPP 70 (this would require the development of a Local Affordable Housing Strategy and subsequent or consequent amendment to the Council's LEP).
 - 1.2. Audit of vacant land (serviced and / or unserviced land) or vacant housing in the LGA that is owned by government departments.
 - 1.3. Identify all unoccupied housing in the LGA as part of a Housing Strategy
 2. Strategic (Council Role)

- 2.1 Investigate the establish of possible strategic partnerships with relevant bodies to address any homelessness issue in the Shire
- 2.2 The Berrigan Shire Council facilitate a workshop or forum between Berrigan Shire Council and the NSW Communities and Justice Department on emerging issues and trends related to the quality and availability of affordable housing in the Berrigan Shire LGA and the extent of homelessness and rough sleeping in the LGA.

Council Meeting

19 January 2022

7.5 CEO Performance Agreement

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. 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 Council confirm the CEO Performance Agreement.

Report:

I commenced my tenure with Berrigan Shire Council on 15 June 2021. As part of my contract, a Performance Agreement was to be developed at the September Ordinary 2021 meeting.

My Performance Agreement, developed at that meeting is included at “**Appendix 7.5-A**”.

Council’s motion at the time is included below:

5. MAYORAL MINUTES

5.1 CEO Performance Agreement

208 Resolved that the Council adopt the CEO Performance Agreement as presented, noting review of the outcomes will be required by the incoming Council in January 2022.

This report is to seek Council’s approval to continue with this Performance Agreement noting both the following report, which essentially provides a mid-year update on performance, and that a new Performance Agreement will be required at the June 2022 Council meeting.

Council Meeting**19 January 2022****7.6 Code of Conduct and Procedures for the Administration of the Code of Conduct**

Report by: Deputy Chief Executive Officer, Matthew Hansen

Strategic Outcome: 2. 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 Council:

1. Revoke its existing Code of Conduct and Procedures for the Administration of the Code of Conduct
2. Adopt the Berrigan Shire Council Code of Conduct attached as **"Appendix 7.6-A"**
3. Adopt the Berrigan Shire Council Procedures for the Administration of the Code of Conduct attached as **"Appendix 7.6-B"**

Report:**Code of Conduct**

Section 440 of the *Local Government Act 1993* (LGA) requires all Councils to adopt a Code of Conduct that incorporates the provisions of a Model Code of Conduct for NSW Local Government promulgated by the NSW Office of Local Government (OLG)

The most recent version of the Model Code of Conduct, released in 2020, can be found as **"Appendix 7.6-C"**.

The Council may include provisions in its adopted document that supplement this Model Code, however it may not include provisions that are inconsistent with the Model Code or frustrate its purpose. In practice, the Council has normally adopted the Model Code as written as its own Code of Conduct. Where there has been discussion regarding amendments it has usually related to raising or lowering the threshold for gifts.

The adopted Code of Conduct applies to all Councillors, members of staff, volunteers and other delegates of the Council.

The Code of Conduct sets out the expected standards of behaviour for Council officials. Council officials are expected to:

- conduct themselves in a manner that will not bring the council into disrepute;
- act lawfully, honestly and exercise due care;

- treat others with respect and not harass or discriminate against them, or support others who do so;
- consider issues consistently, promptly and fairly;
- ensure development decisions are properly made and deal fairly with all parties involved;
- disclose and appropriately manage conflicts of interests including, in the case of councillors, from reportable political donations;
- use and secure information appropriately and not disclose confidential information; and
- use council resources ethically, effectively and efficiently.

Section 440 of the LGA also requires a Council to review its Code of Conduct within 12 months of its ordinary election and make any adjustments that it sees are appropriate.

A proposed revised Code of Conduct is attached as **“Appendix 7.6-A”**. The proposed Code is substantially similar to the existing Code other than replacing all references to the General Manager with Chief Executive Officer in line with the Council’s 2021 decision to change the title of this position.

Procedures for Administration of the Code of Conduct

Section 440AA of the LGA requires all Councils to adopt a Procedure for administering the adopted Code of Conduct. This procedure must incorporate the Model Procedures for Administration of the Code of Conduct released by OLG.

The most recent version of the Model Procedures, released in 2020, can be found as **“Appendix 7.6-D”**

Again, Councils’ adopted Procedures may contain provisions that supplement the Model Procedures, but a council’s adopted Procedures have no effect to the extent that it is inconsistent with the Model Procedures.

A proposed revised Procedures for Administration of the Code of Conduct is attached as **“Appendix 7.6-B”**. The proposed Procedures are substantially similar to the existing Code other than replacing all references to the General Manager with Chief Executive Officer as above.

Options

The Council may, if it wishes:

- adopt the draft Code and/or Procedures as written;
- adopt the draft Code and/or Procedures with amendments;
- refer the draft Code and/or Procedures back to Council staff to amend for future consideration; or
- defer a decision until a future meeting

OLG Independent Review

The previous Minister for Local Government, the Hon. Shelley Hancock MP initiated an independent review into the framework for managing Councillor misconduct.

The review is to examine “the current administrative framework under which complaints about councillor misconduct are managed, with the aim of identifying possible areas for improvement.”

Terms of reference for the review are attached as “**Appendix 7.6-E**”.

The independent reviewer has issued a consultation paper (included at “**Appendix 7.6-F**”) and invited submissions. Council staff will prepare a draft submission in response to the consultation paper for consideration by the Council at a future meeting. However, anyone can make a submission should they wish.

Council Meeting

19 January 2022

7.7 Clashes of Meeting Dates

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. 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: Council decision is requested

Report:

Whilst preparing a number of events for the newly elected Council a few conflicts of dates have occurred as are outlined below.

This report is to request Council's decision as to how to address each of the conflicts.

February 2022

1 and 2 February have been booked as the two day induction and refresher course of Councillors. These dates were booked as they are the dates the Local Government Association of NSW would accommodate to deliver this workshop to us in Berrigan. Usually the Strategic and Policy Workshop (SPW) would be held on 2 February 2022 (if we stay with the dates used by the previous Council).

3 February 2022 is then the date organised for all Councillors and managers to attend a tour of the investment opportunities currently being worked on by Council staff with those people undertaking those projects.

The first question is then, when would Council like to hold the February SPW? Options include (but are not limited to):

- Friday 4 February 2022 (that would be a huge week);
- Wednesday 9 February 2022; or
- Friday 11 February 2022.
- Other dates could be possible, including times after hours if those are more suitable.

March

The Corporate Workshop has been booked for 3 and 4 March 2022. This was booked well before the LGNSW Conference was postponed.

The LGNSW Conference is now booked for 1 and 2 March 2022 and will be held in Sydney. Generally the Mayor, CEO and at least one other Councillor attends this conference. Bookings

have been made to attend but can be cancelled. LGNSW has requested confirmation of who would be attending and who the voting delegate will be by 17 February 2022.

The March SPW would normally also be held on 2 March 2022.

There are therefore a number of questions to consider (it should be noted Council will set its forward meeting dates at the February Ordinary Council meeting).

Does Council wish for the Mayor, CEO and one other Councillor to attend the LGNSW Conference?

If so who should attend?

If Council is going to attend the LGNSW Conference, then when should the March SPW be held? Some options are outlined below:

- Wednesday 23 February 2022 (this clashes with the Yarrawonga to Torrumbary Stakeholder group meeting if it is held in the morning);
- Wednesday 9 March 2022
- Other dates could be possible, including times after hours if those are more suitable.

Do the dates for the Corporate Workshop suit the current Council? It will be difficult but not impossible to move these dates, though staff are worried about moving it too much later in the year as the content is quite important as far as strategic direction of Council goes.

If Council would like to move the dates of the Corporate Workshop are there other suggestions?

Council Meeting

19 January 2022

7.8 Unsolicited Proposal – Tocumwal Caravan Park Lease Extension

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. 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: The direction of Council is recommended.

Report:

At Council's November Ordinary Meeting, the following decision was made:

7.10 Unsolicited Proposal – Tocumwal Caravan Park Lease Extension

- 274 **Resolved** Crs Reynoldson and Jones that Council defer consideration of this matter to the new Council and request the CEO to notify Ms Clare Allan of the reasons for this decision.

As Ms. Allan was a candidate for election, any decision made by Council at that time could be seen as a direct Conflict of Interest for Council. To that end, the decision as to the management of the lease extension request was deferred to the incoming Council.

On 1 July 2021, the lessees of the Tocumwal Caravan Park met with me in my office. At that time they verbally requested an extension of their current lease ("**Appendix 7.8-A**") by 5 years as they wanted to be able to sell the lease at premium market price. A claim was made at the time that the previous GM had authorised such an extension before, however I can find no evidence of same. The current lease commenced in 2016 with an expiration time of 20 years (2036). The lease is therefore 5 years into its term and extension would provide the lessees a further 20 years of tenure over the site.

This approach to extend the lease is an unsolicited proposal to Council and a process should therefore be followed. An unsolicited proposal is *an approach to Government from a proponent with a proposal to deal directly with the Government over a commercial proposition, where the Government has not requested the proposal.*

A *Circular to Councils* from 2018 and the subsequent *Unsolicited Proposals Guide for Submission and Assessment* are attached at "**Appendix 7.8-B**" and "**Appendix 7.8-C**" respectively. Council has not adopted a Managing Unsolicited Proposals Guideline however, it is recommended such proposals do at minimum follow the Office of Local Government Guidelines as attached.

The Lease

Importantly the relevant lease clauses are as follows:

*20.1 The Lessee may not sublet, assign this Leaser or part with possession of the Premises or any part of them **without the consent of the Lessor**. The Lessor will **not unreasonably** withhold its consent.*

20.4 The Lessee is to pay the Lessor's reasonable legal and other costs relating to considering and giving consent, including any costs which the landlord incurs in making inquiries as to the respectability, solvency, responsibility, stature, experience and capability of any proposed subtenant or assignee or the person to whom possession is to be transferred.

Schedule 1 does not imply there will be an extension of the term of the lease as there is no first right of renewal offered.

Local Government Act Requirements

For Local Councils, operating caravan parks form part of Council's approval requirements under section 68 Part F(2) of the *Local Government Act 1993* (LG Act)

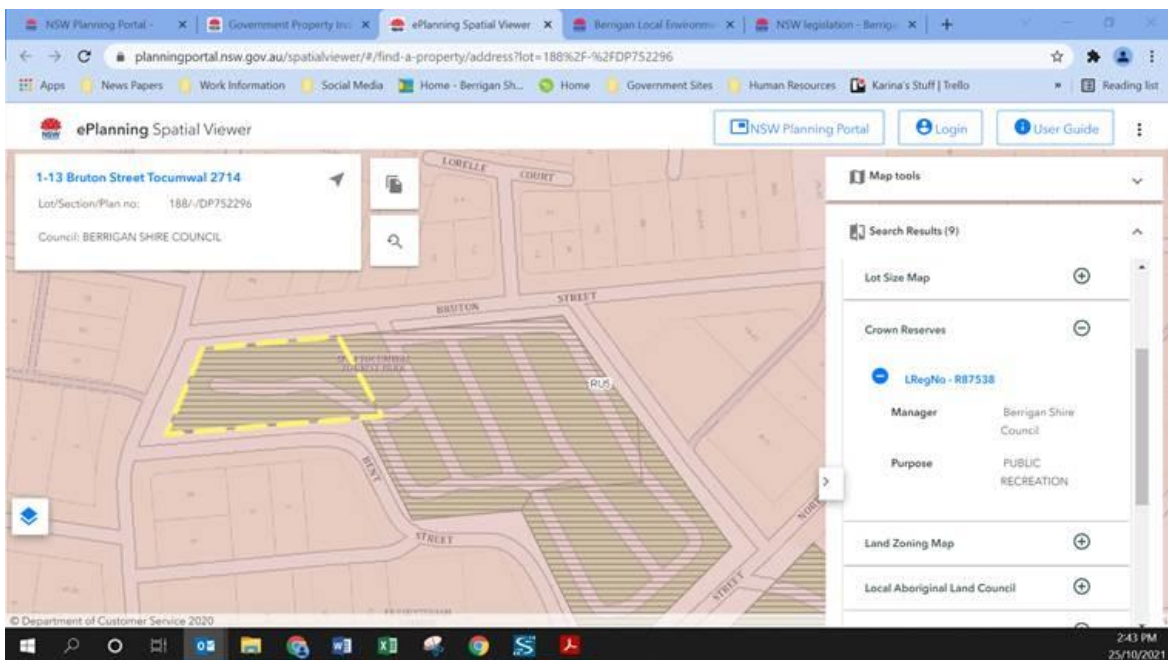
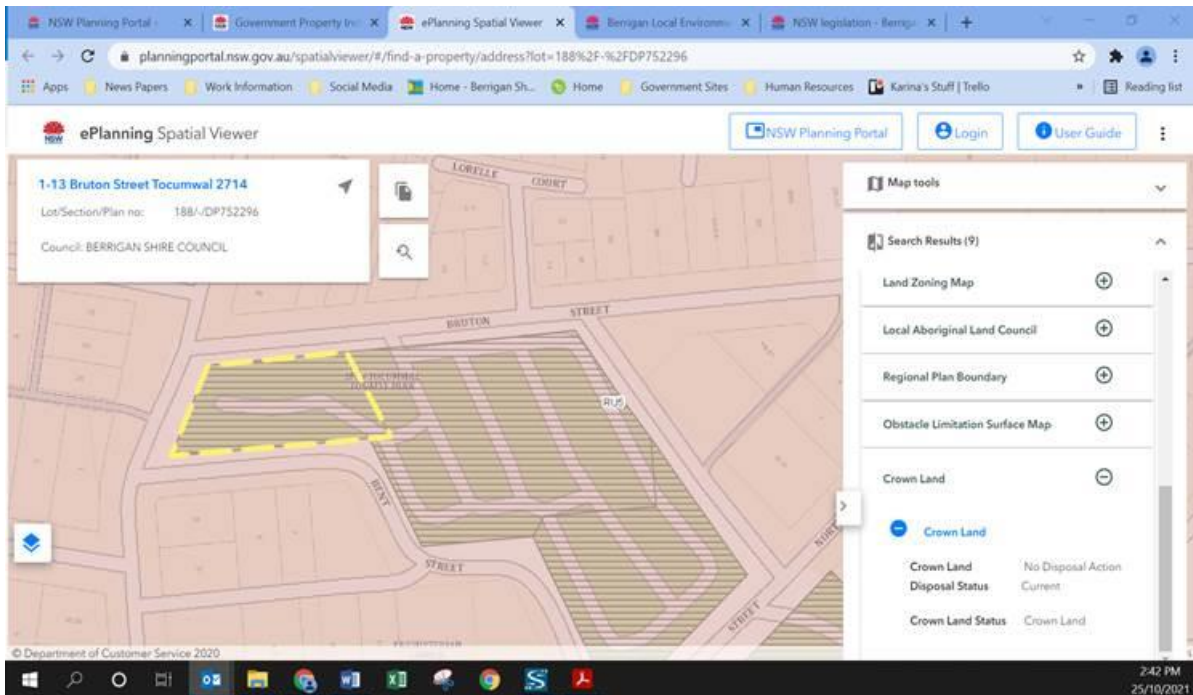
68 What activities, generally, require the approval of the council?

(1) A person may carry out an activity specified in the following Table only with the prior approval of the council, except in so far as this Act, the regulations or a local policy adopted under Part 3 allows the activity to be carried out without that approval.

Part F Other Activities

2 Operate a caravan park or camping ground

Condition 3.1 of the lease requires the lessee to obtain approval under section 68 Part F2 of the LG Act to operate a caravan park. The land in question is designated Crown Land for Public Recreation and Zoned RU5.



Under Council’s current Local Environment Plan (LEP) a permitted use for land zoned RU5 includes caravan park. To that end, permission to operate a caravan park on this land has been given.

Provisions for lease management and implementation are provided for in a number of sections of the LG Act and are provided in **“Appendix 7.8-D”**.

Crown Land Management Act 2016

It should be noted the lease refers to the *Crown Land Act 1989* (CL Act). The Crown Land Act was superseded in 2018 when the *Crown Land Management Act 2016* (CLM Act) came into effect.

A Guideline to Leasing Crown Land is included at “**Appendix 7.8-E**”.

Section 3.28 of the CLM Act is provided below and clearly indicates at both (2)(b) and (g) that this proposal would not be seen as a minor change to the lease, therefore requiring Ministerial consent.

3.28 Minor changes to leases or licences do not require Ministerial consent

- (1) A non-council manager may make minor changes to leases or licences that the manager (or a previous manager) has granted over dedicated or reserved Crown land under the manager’s management.
- (2) A *minor change* to a lease or licence over dedicated or reserved Crown land is a change that does not result in a change to any of the following—
 - (a) the rent payable for the lease or licence,
 - (b) the term for which the lease or licence will be in force (including any option to renew),
 - (c) provisions relating to insurance,
 - (d) provisions relating to native title rights and interests or claims under the *Aboriginal Land Rights Act 1983*,
 - (e) provisions relating to the holder making good any damage to the land or structures on it,
 - (f) provisions relating to works undertaken by the holder for which consent is required,
 - (g) provisions relating to the termination or revocation of the lease or licence.

As it is not a minor change, extension or otherwise of the lease would require some public consultation to be undertaken by Council.

I would need to seek legal opinion as to whether the sale of this lease might be allowable under the CLM Act or not.

Preliminary Legal Advice

I have discussed this matter verbally with our solicitors and they are of the opinion that the lease could be surrendered and then a new lease issued for the 20 years. They do not believe extension is an option in this case.

To that end, I would believe Council would then be under obligation to go out to tender for the 20 year lease.

Final Considerations

I had thought to include provision of a capital works program in the terms of a longer contract to ensure the park was increased to a 3 Star rating and maintained at minimum at that level. I believe after further consideration however, that this puts onus on any new lessee and not on the current lessee and I can find no benefit to Council, nor any extraordinary circumstance that would allow for this to occur under the legislative guidelines.

Should Council issue a new lease over the caravan park into the future, I would however recommend the above capital improvement project be included in any new lease as I feel it is an important management tool going forward.

A full market appraisal should be done of the site to assess the current rental value at any rate as it forms part of the lease conditions. I am not sure if this has been done tri-annually as outlined in the provisions of the lease.

Way Forward

Depending on Council's direction I would propose the following:

Option 1 – Council refuse the extension

Option 2 – begin the process of investigating the request. This would require me to request a formal proposal to be written to me as per the Guidelines and to have that considered by Council. Some legal advice would be required in this scenario and I believe the costs of that advice would be the responsibility of the lessee under the lease requirements. A full Due Diligence Report would be presented to Council for consideration as this is a major decision of Council.

Council Meeting

19 January 2022

7.9 Induction and Professional Development Policy

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. 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: The direction of Council is sought.

Report:

Under the *Local Government (General) Regulation 2021* Councils must ensure induction training is delivered to Councillors who have been elected for the first time and refresher training for Councillors who are re-elected, within 6 months of their election. Councils are also required to provide supplementary training to mayors.

Circular to Council's regarding the requirement for Councillor Induction and Professional Development are included at "**Appendix 7.9-A**".

The Councillor Induction and Professional Development Guidelines are also included at "**Appendix 7.9-B**".

To assist with Councillor Induction and Refresher Training, the Office of Local Government is holding a series of webinars called "Hit the Ground Running". These webinars will be run commencing 5 February 2022 and running online once a week on Saturday's over 1-2 hours. Recordings of the webinars will be made available on OLG's website.

Councillors will receive a certificate of attendance to provide to Council for each of the webinars attended.

Council is expected to ensure its ongoing professional development program is accommodated by and reflected in its Councillor expenses and facilities policy. The expenses and facilities policy should make clear and adequate provision for relevant training and professional development activities as legitimate expenses.

Council's current Policy for the Payment of Expenses and the Provision of Facilities for Mayors and Councillors is also included in "**Appendix 7.9-C**". It should be noted this Policy will require review by Council but that will be delayed until after the decision at this Council meeting is known.

Council may also wish to consider other mechanisms to reinforce their commitment to ongoing professional development for the Mayor and Councillors, and develop a structured approach for realising this commitment in practice.

Council's current provisions for training and development of Councillors is outlined below:

In Council's current Training and Development Policy the following clause is included in relation to Councillors:

6.5 Councillor Training and Development

At the beginning of a councillor's term, an individual Councillor Development Plan will be established based on self-assessment and available training opportunities. Councillors will be provided access to internal and external training to assist them in meeting their obligations.

If Council do not feel the provisions noted in the procedures to give adequate importance to their induction and ongoing professional development, then Council may choose to adopt a resolution or charter as a statement of commitment to support ongoing professional development. Alternatively, Council may wish to adopt a Councillor Induction and Professional Development Policy, a model of which is provided at "**Appendix 7.9-D**".

Council Meeting

19 January 2022

7.10 Designation of Superintendent

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. 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 Council confirm the Superintendent for both the Tocumwal Foreshore Building and the Barooga and Finley Water Treatment Plant Upgrades are moved to the Director Infrastructure as per previous decisions of Council.

Report:

At an Extraordinary Meeting of Council in August 2020, the role of Superintendent for the Tocumwal Foreshore Building project was designated as follows:

3. ITEMS FOR RESOLUTION

3.1 Tocumwal Foreshore Building Development

207 Resolved Crs Bodey and Morris That the Council:

1. Accepts the amended tender costing from Bowden Constructions to construct the Marie Le Touze Design;
2. Sign and seal the contact documents in relation to 1 above;
3. Appoint the Director of Technical Services as the Contract Superintendent.

Further, at the Ordinary Meeting of Council in April 2021, the role of Superintendent of the upgrade of both the Barooga and Finley Water Treatment Plants were designated as follows:

7.10 T07-20-21 Design, Supply, Installation, Testing and Commissioning of Barooga Water Treatment Plant (WTP) Upgrade

81 Resolved Crs Bruce and Glanville that the Council:

1. accept the tender submission from Water Treatment Australia Pty Ltd in the amount of \$4,722,278.10;

2. sign and seal the contract documents in relation to 1 above;
3. appoint the Director Technical Services as the Contract Superintendent.

7.11 T08-20-21 Design, Supply, Installation, Testing and Commissioning of Finley Water Treatment Plant (WTP) Upgrade

82 Resolved Crs Morris and Bruce that the Council:

1. accepts the tender submission from Water Treatment Australia Pty Ltd in the amount of \$5,354,133.85;
2. sign and seal the contract documents in relation to 1 above;
3. appoint the Director Technical Services as the Contract Superintendent.

At the time of the above resolutions Matt Clarke held the position of Director Technical Services and was fulfilling the duties of the role of Superintendent for these projects.

Matt Clarke left Council as Director Technical Services on 20 August 2021. Whilst I worked to fill the role of Director Infrastructure (the equivalent of the old Director Technical Services role), Matt continued in the role of Superintendent for these projects to ensure they kept moving along. He was undertaking this work from Ireland.

Mr Rohit Srivastava has since been appointed to the role of Director Infrastructure and took up the position on 8 November 2021. Matt continued to provide the work of Superintendent for these critical works whilst Rohit started and started to understand the requirements of the role.

On 2 December 2021, I spoke with Matt regards the work he was currently still completing for Council. The three above critical projects as their Superintendent remained in the list. A search of how the role was designated revealed the above motions.

As the designations were to a position and not to a person, I felt it acceptable to move the Superintendent's role to Rohit and for Matt to work to provide Rohit with the information required to take up the Superintendent role for all projects.

The aim of this report is for Council to confirm the appointment of Superintendent for the Tocumwal Foreshore Building and the Barooga and Finley Water Treatment Plant Upgrades to be moved to the Director Infrastructure as per previous decisions of Council

Council Meeting

19 January 2022

7.11 Purchase - 11 Barooga Street, Tocumwal

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. Good government

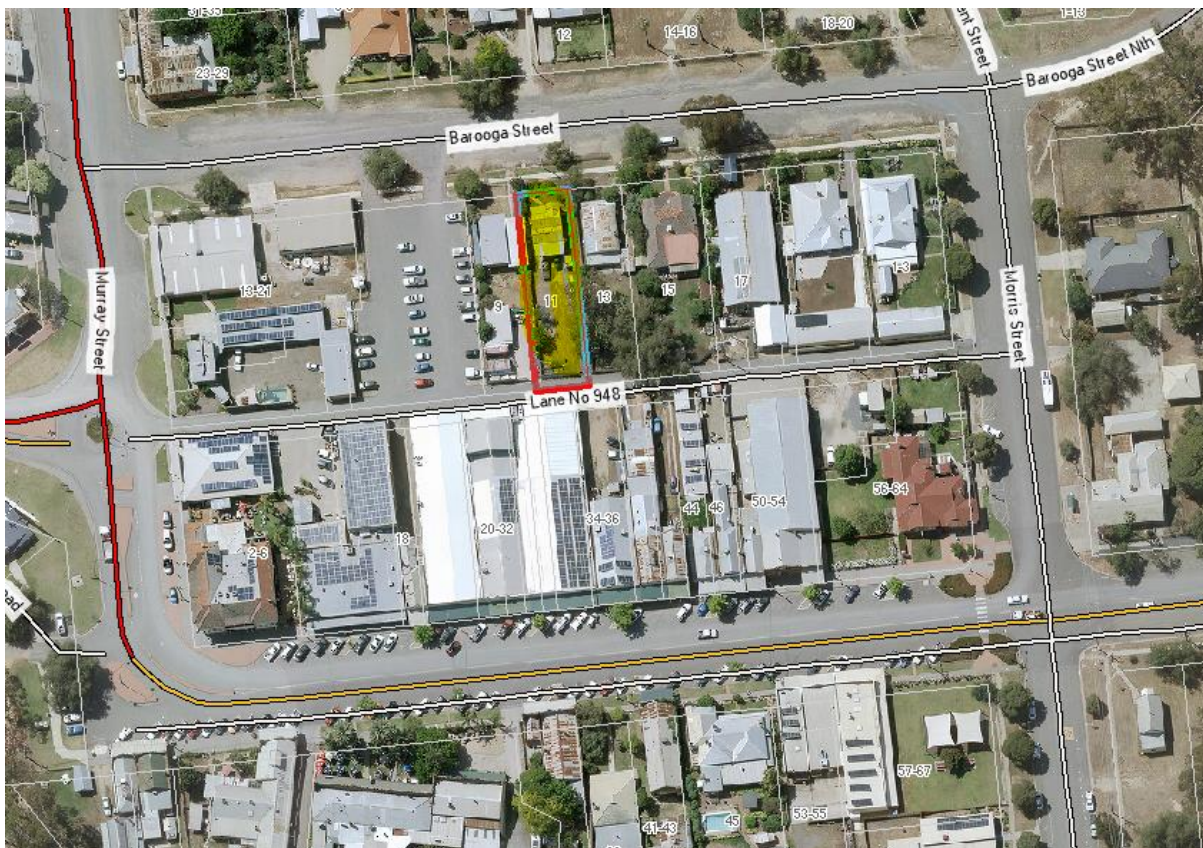
Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Recommendation: That the Council:

1. Endorse the action of the Chief Executive Officer regarding the purchase of 11 Barooga Street, Tocumwal (Lot B, DP366999)
2. Delegate authority to the Mayor and Chief Executive Officer to sign under seal all relevant documentation relating to the purchase of the property.

Report:

Berrigan Shire Council acquired the property at 11 Barooga St, Tocumwal (Lot B, DP366999) in December 2021, in the period following the Council election and before the declaration of the poll.



The purchase price for the property was \$330,000 with settlement in 90 days from the contract of sale.

The Chief Executive Officer authorised the purchase of the land under her existing delegation. Ideally, decisions on the acquisition and disposal of land would come to the Council beforehand however this was not feasible given the nature and timing of this opportunity.

The land was acquired in furtherance of the Council's strategy to acquire land in the Tocumwal CBD area for additional parking and/or retail opportunities in line with:

- Delivery Plan Objective 1.1.3.6 *Develop a precinct structure plan incorporating parking requirements for Murray / Denison Street, Tocumwal*
- Delivery Plan Objective 4.1.1.5 *Investment in future economic development projects via strategic land purchases as and when these opportunities are identified or become available*

Management's intent at this stage is to fund the purchase of this land from its Economic Development and Capital Works Reserve. Further information on this will be presented to the Council at a later meeting as part of the quarterly budget review.

On acquisition, the Council may either demolish the building immediately or lease out the property until it determines its plans for the precinct. Again, a further report will be presented to a future Council meeting to consider these options.

Council Meeting**19 January 2022****7.12 Tocumwal Visitor Information Centre**

Report by: Economic & Industry Development Liaison, Merran Socha

Strategic Outcome: 4. Diverse and resilient business

Strategic Objective: 4.2 Diversify and promote local tourism

Recommendation:

1. That the Council operates an accredited Visitor Information Centre (VIC) in the Tocumwal Foreshore Building, staffed by Council employees and volunteers.
2. That the Council allocates a budget for the employment of a Visitor Services Officer (2x Part-time = 1 FTE) and the initial set-up and ongoing operations and maintenance of a VIC.

Report:

This report, recommending the Council invest in the development and operation of a Visitor Information Centre, and associated visitor services preempts the completion of the Strategy for the Visitor Economy 2022 – 2026. However, the recommendation underlines the urgency of the situation as the promotion of the towns in the Berrigan Shire needs to be planned, cohesive and professional and the industry as a whole is looking to the Council to take the lead.

During COVID19, Berrigan Shires' second largest employing industry, tourism and hospitality, has been financially and socially decimated. Border closures and business operating restrictions have taken an enormous toll reducing the capacity of the industry to function in a normal manner.

These effects were becoming obvious at the beginning of 2021. After a slight rebound early in the year, a more dramatic downturn occurred with the winter/spring lockdown, which prompted the Council to commission a new Strategy for the Visitor Economy, acknowledging the irrelevance of the existing Tourism Strategy despite it being less than 18 months into implementation.

Industry consultation already undertaken for the new strategy clearly indicates there are serious issues around the lack of promotion and visitor servicing. The domestic visitor landscape is rapidly changing; it is highly competitive and many first time visitors are seeking new experiences. The local industry believes that messaging for visitation to the towns of the Berrigan Shire is not being heard and the channels for the dissemination of information are fragmented and putting the region at great disadvantage.

Planning for the Tocumwal Foreshore Building as part of the broader Tocumwal Foreshore Masterplan had always included a site for a VIC and the location is ideal.

There are budget implications for this recommendation including wages, initial set-up and ongoing operations and maintenance. There are also political implications with the current centre operated by the Tocumwal Chamber of Commerce and these issues are explored in the following tables.

VIC located in the new Tocumwal Foreshore Building and operated by the Council

Advantage	Dis-advantage
The Council has established structures to facilitate the operation of a VIC – HR, professional development, training programs, business planning and importantly the strategic relationships with Murray Regional Tourism (MRTB), Destination Riverina Murray (DRM) and Destination NSW.	Small premises
Provision of a VIC is an integral part of the Tocumwal Foreshore Masterplan	Dedicated parking for RV’s will be across the street
High visibility location at the entrance to the main street.	
Opportunity to have a contemporary VIC layout	
Building has disability access	
Public toilets available	
Footpath connection to town and the walking track.	

VIC located in the Old Railway store and operated by the Tocumwal Chamber of Commerce and/or an industry body.

Advantage	Dis-advantage
It’s a beautiful old building	Visitors must turn away from town to use the centre. The VIC is often the first port of call for a new visitor and a VIC that is able to draw the visitor into the town is likely to be more successful at extending the length of the visitor stay. VIC’s that are located on the outskirts of a town or on a highway are more likely to service destinations on the onward journey.
Ample parking – RV Parking	Lack of accessibility for people with a disability.
	No public toilets
	Internal condition of the building (fragile plaster) does not allow brochure racks to be attached to the walls.
	The building is difficult and expensive to heat and cool.

	Heritage of the building façade limits signage and alterations to access.
	Council does not own the building
	The Tocumwal Chamber of Commerce and the broader industry, post COVID19, has been unable to support the development of an accredited VIC and the associated visitor services.
	Reputational risk – the Council not doing what it said it would do.

VIC as a retail outlet and operated by the Council

Advantage	Dis-advantage
Create income to support the operation of the centre.	The VIC (Council) competes with local businesses for the visitor dollar.
Showcase local product	Retail distracts from information provision, updating social media etc. Retail is not a core business of information provision. Retail is not a core business of Council.
	The premises at the Tocumwal Foreshore Building would only allow for a small souvenir offering.
	Increase the complexity of VIC operations to include POS systems, cash handling, stocktake, inventory, ordering, building security.

An accredited VIC

Advantage	Dis-advantage
A nationally recognised framework for the provision of Visitor Services	Staffing requirements are demanding but can be a mix of paid staff and volunteers
Guarantees opening hours allowing the visitor to be confident of finding the centre open	
Nationally recognised branding and signage	
Access to highway signage	
State-wide support network	
Co-ordination point for local industry for marketing and advertising opportunities	

A non-accredited VIC – current model

Advantage	Dis-advantage
Can be whatever it wants to be.	No formal framework for operations
	Directional signage constraints
	Lack of training programs
	Irregular operating hours
	Reliance on a volunteer workforce



	Not providing visit information through website or social media
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Council Meeting

19 January 2022

7.13 Local Environment Plan and Planning Reforms

Report by: Director Strategic Planning and Development, Joanne Ruffin

Strategic Outcome: 1. Sustainable natural and built landscapes

Strategic Objective: 1.1 Support sustainable use of our natural resources and built landscapes

Recommendation:

1. The direction of the Council is sought on the preparation of the following:
 - a. Submission responding to the *Discussion Paper: A New Approach to Rezonings* due 28 February 2022 (“**Appendix 7.13-A**”)
 - b. Submission responding to *Infrastructure Contributions System’s Reform Program* due early March per (“**Appendix 7.13-B**”)
 - c. Submission responding to the Department of Primary Industries *Draft State Significant Agricultural Land Map* due 28 January 2022 (“**Appendix 7.13-C**”)
2. To note the release of new *Local Environment Plan (LEP) Guideline*.

Report:

Council Officers are progressing a review of the Shire’s Local Environment Plan and, to that end, are working on confirming the scope of this project before the appointment of Albury-based Habitat Planning – Urban Planning Consultants. Habitat Planning, an experienced urban planning consultancy, submitted via an open Expression of Interest a comprehensive Expression of Interest. At the time of writing, further discussions are required pending the return of critical parties from the Christmas and New Year holiday break (10 January 2022) to confirm the scope, milestones and timeframes associated with this review.

This short delay in finalising the appointment of a consultant does provide an opportunity for the incoming Council to note the release of new Local Environment Plan (LEP) Guidelines (“**Appendix 7.13-C**”). In addition, in doing so, give additional direction to Council Officers’ on the following:

- The implications of these reforms for the scope of the planned review of the Shire’s current Local Environment Plan.
- The preparation of the Council’s submission responding to the NSW Department of Planning, Industry and Environment’s (“the Department”) *Discussion Paper: A New Approach to Rezonings* due 28 February 2022 (“**Appendix 7.13-A**”).
- The preparation of the Council’s submission to “the Department’s” *Infrastructure Contributions System’s Reform Program* due early March 2022 (“**Appendix 7.13-B**”).

- The preparation of the Council’s submission to the Department of Primary Industries *Draft State Significant Agricultural Land Map (“Appendix 7.13-C”)*.

To assist the Council, presented in the following tables is a synopsis of the appended documents, proposed changes; also, the questions submissions should address.

Table 1

Document	Purpose
<p><i>Discussion Paper: A New Approach to Rezoning (December 2021)</i> “Appendix 7.13-A”</p>	<p>This discussion paper outlines options to reframe existing processes within a plan-led system – whether the rezoning process applies to a review of an entire local environmental plan (LEP) or the assessment of an ad hoc rezoning application. This discussion paper focuses solely on the rezoning processes that happen using planning proposals to make or amend LEPs or SEPPs (State Environmental Planning Policies).</p>
<p>Summary of issues and questions</p>	
<p>Issues identified as problematic with the current system</p> <ul style="list-style-type: none"> • Time and Complexity • Inconsistency documentation required • Community concern re: transparency and trust • Council resources vis a vis Council or local autonomy • Recognition of proponents (currently council led) • State Agency input – referrals for concurrence or input get lost in the system <p>Submissions are sought on ...</p> <p>Q. Is this a fair summary of some of the issues within the current framework? Are there any other problems you think we need to address?</p> <p>Changes proposed</p> <ul style="list-style-type: none"> • Stream line LEP amendments aligned with strategic planning objectives • Improve consistency and certainty via identification of consistent Fee regime / timeframes (benchmarked) • Allow councils to receive and determine private proponent-initiated LEP amendments, with no or minimal department involvement in assessment • Allow the minister to receive and determine, through the department, other LEP amendments, including those prepared by councils and public authorities • Bolsters the department’s role in supporting, monitoring and assisting councils in the process • Require LEP amendments to go through a mandatory and upfront pre-lodgement process • Shifts all merit assessment processes to after exhibition • Give private proponents a right of appeal against the final decision <p>Submissions sought on ...</p> <p>Q. Do you think benchmark timeframes create greater efficiency and will lead to time savings? Q. What do you think about giving councils greater autonomy over rezoning decisions? Q. What additional support could we give councils to enable high-quality and efficient rezoning decisions? Q. What changes can be made to the department’s role and processes to improve the assessment and determination of council-led rezonings? Q. Is there enough supervision of the rezoning process?</p>	

Document	Purpose
<p><i>Discussion Paper: A New Approach to Rezoning (December 2021)</i> “Appendix 7.13-A”</p>	<p>This discussion paper outlines options to reframe existing processes within a plan-led system – whether the rezoning process applies to a review of an entire local environmental plan (LEP) or the assessment of an ad hoc rezoning application. This discussion paper focuses solely on the rezoning processes that happen using planning proposals to make or amend LEPs or SEPPs (State Environmental Planning Policies).</p>
<p>Summary of issues and questions</p>	
<p>Q.What else could we do to minimise the risk of corruption and encourage good decision-making? Q. Do you think the new approach and the department’s proposed new role strikes the right balance between what councils should determine and what the department should determine? Q. Should councils be able to approve inconsistencies with certain s. 9.1 directions? If so, in what circumstances would this be appropriate? NB: From March 2022, the s. 9.1 directions will include a direction that states a planning authority must have regard to the Minister’s Planning Principles and consider specific planning principles that are relevant to the preparation of a planning proposal Q. Is it enough to have agencies involved in scoping and to give them the opportunity to make a submission during exhibition? Q.Do you think it would be beneficial to have a central body that co-ordinates agency involvement? Q. If a state agency has not responded in the required timeframe, are there any practical difficulties in continuing to assess and determine a rezoning application? Q. Should a council or the department be able to refuse to issue study requirements at the scoping stage if a rezoning application is clearly inconsistent with strategic plans? Or should all proponents have the opportunity to submit a fully formed proposal for exhibition and assessment? Q. What sort of material could we supply to assure community members that exhibition does not mean the rezoning authority supports the application and may still reject it? Q. What do you think of removing the opportunity for a merit assessment before exhibition? Q. Will it save time or money to move all assessment to the end of the process? Q. Should the public have the opportunity to comment on a rezoning application before it is assessed?</p> <p>Q. What other opportunities are there to engage the community in strategic planning in a meaningful and accessible way? Q. Do you have any suggestions on how we could streamline or automate the exhibition process further? Q. Do you think the assessment clock should start sooner than final submission for assessment, or is the proposed approach streamlined enough to manage potential delays that may happen earlier? Q. Do you think requests for more information should be allowed? Q. Are there any other changes that we could make to streamline the assessment and finalisation process more? What roadblocks do you currently face at this stage of the process? Q. Do you think the public interest is a necessary consideration, or is it covered by the other proposed considerations? Q. Are there any additional matters that are relevant to determining whether a plan should be made? Q. Do you think a body other than the council (such as a panel) should determine rezoning applications where there is a VPA? (Conflicts of interest issues)</p>	

Document	Purpose
<i>Discussion Paper: A New Approach to Rezoning (December 2021)</i> “Appendix 7.13-A”	This discussion paper outlines options to reframe existing processes within a plan-led system – whether the rezoning process applies to a review of an entire local environmental plan (LEP) or the assessment of an ad hoc rezoning application. This discussion paper focuses solely on the rezoning processes that happen using planning proposals to make or amend LEPs or SEPPs (State Environmental Planning Policies).
Summary of issues and questions	
<p>Q. Where a council has a conflict of interest, should a rezoning application be determined by the local planning panel (as proposed), or should the department take full responsibility for the assessment and determination of the rezoning application?</p> <p>Q. Do we need a consistent structure for rezoning authority fees for rezoning applications?</p> <p>Q. What cost components need to be incorporated into a fee structure to ensure councils can employ the right staff and apply the right systems to efficiently assess and determine applications?</p> <p>Q. Should the fee structure be limited to identifying for what, how and when rezoning authorities can charge fees, or should it extend to establishing a fee schedule?</p> <p>Q. What is your feedback about the 3 options presented in the paper?</p> <p>Q. Should fee refunds be available if a proponent decides not to progress a rezoning application? If so, what refund terms should apply? What should not be refunded?</p> <p>Q. Do we need a framework that enables proponents to request a fee refund if a rezoning authority takes too long to assess a rezoning application?</p> <p>Q. If so, what mitigation measures (for example, stop-the-clock provisions, or refusing applications to avoid giving fee refunds) would be necessary to prevent a rezoning authority from having to pay refunds for delays it can't control?</p> <p>Q. If not, what other measures could encourage authorities to process rezoning applications promptly?</p> <p>Q. Do you think public authorities (including councils) should have access to an appeal?</p> <p>Q. Which of these options – the Land and Environment Court or the Independent Planning Commission (or other non-judicial body) – do you believe would be most appropriate?</p>	

Table 2

Document	Purpose
<i>Infrastructure Contributions System's Reform Program (Correspondence)</i> “Appendix 7.13-B”	As part of a raft of NSW Planning system reforms the NSW Government is proposing reforms to how infrastructure is funded via an amendment to the Environmental Planning and Assessment Act (EP&A Act).
Summary of issues and questions	
<p>Placed on public exhibition late last year with submissions closing 10 December 2021 was the following package which included:</p> <ul style="list-style-type: none"> • EP&A Regulation amendments and explanatory paper • Land value contribution explanatory paper 	

- Local contributions practice notes, explanatory paper and modules
- Regional Infrastructure Contribution discussion paper and Explanation of Intended Effect
- Regional Infrastructure Works in Kind and Governance and Prioritisation guidelines
- Ministerial Directions and draft practice note relating to Land Use Planning

The appended correspondence acknowledges the difficulties Local Council's experienced formulating and preparing Council endorsed submissions due to the care taker provisions hence, newly elected Councils are now able to prepare submissions on each element of the package with submissions' due one week after the first meeting of new Councils in early 2022 (approximately early March 2022)'.

The documents that make up the Infrastructure Contributions Reform Package are extensive as is the guidance provided by 'the Department' and are best accessed and read online via the following URL: <https://www.planning.nsw.gov.au/Policy-and-Legislation/Infrastructure/Infrastructure-Funding/Improving-the-infrastructure-contributions-system>

Three separate submissions are being sought on *A new framework for state infrastructure contributions, Local Contributions, and Land Use Planning*. Of interest and concern to the Berrigan Shire is change proposed to:

Local Contributions with submissions sought on

- Proposed changes to the Environmental Planning and Assessment Regulation 2000 and an Explanatory Paper
- Practice Note Review
- Land Value Contribution Paper

Land Use Planning with changes to the way land use contributions are made:

- Contribution Plans will be prepared upfront (when needed) and exhibited at the same time as the rezoning proposal; and
- Direction will be given to think about how opportunities for dual use and shared use of open space.

Table 3

Document	Purpose
<i>Draft State Significant Agricultural Land (SSAL) Mapping Data and Map (“Appendix 7.13-C”)</i>	<p>The NSW Department of Primary Industries is undertaking a mapping program to identify State Significant Agricultural Land (SSAL). A map of SSAL is an essential component of agricultural land use planning, enabling clearer local planning with informed prioritisation of future land uses.</p> <p>It is intended that the draft SSAL map will provide information to planning authorities, land holders and development proponents about the location of the best agricultural land in the state.</p>
Summary	
<p>Loss of access to agricultural resources and increased incidents of agricultural land use conflict in the rural landscape create inefficient land-use shifts. The State, therefore, is concerned that this can result in a net loss of value to the State through:</p> <ul style="list-style-type: none"> • direct and indirect economic loss of produce and markets • loss of primary industries, associated businesses and services and related employment • social decline and loss of community connectivity. <p>Knowing where SSAL is situated and understanding its location, value, and contribution will assist in making decisions about the current and future allocation of land.</p> <p>This mapping is in an early draft stage and is viewed as the first step in a continuous process to help improve the information base for local governments to make land-use decisions.</p>	

For noting by the Council is the following:

Document	Purpose
<i>Local Environment Plan (LEP) Guideline</i>	<p>From 15 December 2021 the new LEP Making Guideline comes into effect replacing:</p> <ul style="list-style-type: none"> • <i>Local Environment Plans: A guide to preparing local environmental plans (2018)</i>; and • <i>Planning Proposals: A guide to preparing planning proposals (2018)</i>.
Summary	
<p>The LEP Making Guideline outlines the practical steps to amend or create a new LEP. Different to the previous guidelines it aims to:</p> <ul style="list-style-type: none"> • help streamline the LEP making process to reduce delays, while ensuring that strategic led and quality place-based planning outcomes are achieved. 	

Document	Purpose
<p><i>Local Environment Plan (LEP) Guideline</i></p>	<p>From 15 December 2021 the new LEP Making Guideline comes into effect replacing:</p> <ul style="list-style-type: none"> • <i>Local Environment Plans: A guide to preparing local environmental plans (2018)</i>; and • <i>Planning Proposals: A guide to preparing planning proposals (2018)</i>.
<p>Summary</p>	
<ul style="list-style-type: none"> • explain in more detail each of the steps to efficiently progress and obtain appropriate amendments to an LEP or prepare a new LEP. <p>The new LEP Making Guidelines have been designed to ensure that planning proposals (planning proposals amend LEP provisions and zonings) provide adequate information to explain the proposal and its likely impacts against government legislation, strategic plans, council policies and other relevant guidelines</p> <p>The LEP Making Guidelines also:</p> <ul style="list-style-type: none"> • explain the roles and responsibilities of each stakeholder in the making of an LEP • outline best practice and encourage genuine consultation and collaboration, particularly in the initial stages of a planning proposal to confirm expectations • apply benchmark timeframes based on planning proposal categories to ensure a quicker and more efficient process • provide recommendations for appropriate community engagement and participation throughout the LEP making process 	

8. ITEMS FOR NOTING

Recommendation: that Items for Noting numbered 8.1 to 8.13 inclusive be received and noted.

Council Meeting

19 January 2022

8.1 Audit, Risk and Improvement Committee

Report by: Enterprise Risk Manager, Michelle Koopman

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Report:

The year 2022 is not just the beginning of a journey for a newly elected council, it is also the beginning, for Berrigan Shire Council at least, of a new way of managing and identifying risk and improvement through the formation of an Audit, Risk and Improvement Committee (the 'ARIC').

The ARIC acts as an advisory committee to council providing independent assurance, oversight and assistance to Council in the areas of risk, governance, financial reporting, control and performance. The Office of Local Government (OLG) has developed draft guidelines, "Risk Management and Internal Audit for local councils in NSW" (NSW Govt., August, 2021) which describes the framework around how ARICs will be established and how they will function. These guidelines are still in draft format, and it is expected that there will be some changes when they are finally released. Regardless, councils are expected to establish an ARIC by June, 2022 using previously released guidelines or the current draft guidelines.

Council has decided to proceed with the new draft guidelines. Within the draft guidelines, councils are identified as either Tier 1, 2 or 3. The tiers identify the composition of the ARIC and is based on the size and resource capability of a council – 1 for small, and up to 3 for larger councils. Berrigan Shire Council is a Tier 1 council which equates to a membership base of three independent voting members (1 chair prequalified under the NSW Government's prequalification scheme; and 2 independent members that meet the eligibility criteria).

The chair and independent members will meet four times per year, and will be remunerated and paid superannuation. Whilst this may change, the current rates are \$1,255 per meeting day for independent members, and \$1,793 per meeting for the chair.

In accordance with the draft guidelines, the ARIC chair and members are appointed by a resolution of the council. At the July, 2021 council meeting, it was resolved that the council begin the process of recruiting an ARIC, with the establishment of the ARIC to be no later than March, 2022. As this is a newly appointed council, which has evolved from a lengthy caretaker and holiday period, the appointment of the members was made under the CEO's delegation.

We embarked on a two week advertising program to attract interested people to sit as members on our ARIC. As local government does not currently have access to the NSW Treasury Prequalified Scheme for Audit and Risk Committee Independent Chairs and Members (despite this being a requirement under the draft guidelines), we sought access through the International Institute of Auditors, and pleasingly we have been able to attract members with the necessary requirements.

We were keen to establish an ARIC comprised of people with ARIC experience, financial and governance backgrounds, and local community knowledge, and we believe the candidates chosen have met this criteria. These are Philip Ross (chair), Linda MacRae, and Angela Urquhart. The background information for each candidate is included as an Appendix to this report.

The exact nature of the ARIC and the specific activities it reviews on behalf of the council (under section 428A of the *Local Government Act*) will vary depending on the council's needs, risks and business functions. We have developed Terms of Reference which outline how the ARIC will function, and these are also included as an Appendix to this report. These were developed with the previous council and in the absence of an ARIC. These may change as the ARIC evolves, as the council develops a greater understanding of the role the ARIC will play, and the activities for review are agreed upon between the council, and the members of the ARIC.

Whilst the ARIC is required to be formed by June, 2022, councils have until 30 June, 2024 to establish an internal audit function, and risk management framework. We have an established risk management framework and expect that the first meeting of the ARIC will be to review our framework, and make suggestions to the CEO and council for improvement in that area.

Internal audit is a function that will feed information to the ARIC. The council and ARIC will agree upon activities to focus on, the ARIC will develop an annual work plan, and the internal audit function will investigate, assess and report on those activities in accordance with the work plan to the ARIC. The ARIC will then make recommendations to the CEO and Council, and will be required to monitor the implementation of recommendations, and report to council on an annual basis on the effectiveness of the internal audit function.

In the absence of the internal audit function, the Enterprise Risk Manager will collate information for the ARIC to review as per the agreed activities.

Council Meeting

19 January 2022

8.2 Councillor Induction and Professional Development Program

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Report:

STATUTORY REQUIREMENTS

Under section 232(1)(g) of the *Local Government Act 1993* (the Act), all Mayors and Councillors have a responsibility to make all reasonable efforts to acquire and maintain the skills necessary to perform their roles.

To support the objective of section 232 of the Act, I am required (as the Chief Executive Officer) under the Regulation to ensure the delivery of:

- an induction program for newly elected and returning Councillors and a specialised supplementary induction program for the Mayor within six months after their election; and
- an ongoing professional development program for the mayor and each councillor over the term of the Council to assist them to acquire and maintain the skills necessary to perform their roles. The content of the ongoing professional development program is to be determined in consultation with the Mayor and each Councillor. It must be needs based and reflect the specific skills, knowledge and personal attributes required by the Mayor, each individual Councillor and the governing body as a whole, to perform their roles effectively.

Under the Regulation, Mayors and Councillors must make all reasonable efforts to participate in the activities offered to them as part of an induction or professional development program. Councils are also required to report on the participation of the Mayor and Councillors in these programs.

Principles, roles and responsibilities under the Act

Councils are required to apply the five sets of guiding principles prescribed under the Act in exercising their functions. These principles are outlined in “**Appendix 8.2-A**”. Mayors and Councillors must understand these principles and be able to apply them when exercising their functions.

The Act also prescribes the roles and responsibilities of Mayors and Councillors both collectively as the governing body of the Council, and individually as members of the governing body as outlined in **“Appendix 8.2-B”**. Mayors and Councillors must have a strong understanding of their prescribed roles and responsibilities under the Act in order to be able to fulfil them.

Councils must design their induction and professional development programs to ensure that Mayors and Councillors have the capabilities (i.e. the knowledge, skills and attributes) needed to apply the guiding principles and to effectively undertake their prescribed roles and responsibilities.

Reporting Requirements

Mayors and Councillors are ultimately accountable to the community that elects them for the performance of their duties.

To facilitate this accountability, Councils are required under the Regulation to report each year in their Annual Reports on the participation of the Mayor and each Councillor in the induction and professional development program during that year.

The information to be reported includes:

- the name of the Mayor and each individual Councillor who completed Council’s Induction Program;
- the name of the Mayor and each individual Councillors who participated in any ongoing professional development program during the year;
- the number of training and other activities provided to the Mayor and Councillors during the year as part of a professional development program; and
- the total cost of induction and professional development activities and any other training provided to the Mayor and Councillors during the relevant year.

COUNCIL POLICY

Council is asked to consider its current induction and professional development provisions in another item at this meeting.

Councillor Position Descriptions have been developed previously and are attached at **“Appendix 8.2-C”**. A separate PD is included for the Mayoral position at **“Appendix 8.2-D”**. Changes may be made to this documents should the current Council feel that necessary. A map of the Local Government Capability Framework is also included at **“Appendix 8.2-E”** to assist with underpinning knowledge of the Position Description.

INDUCTION PROGRAM

I have arranged for Councillor Induction to take place on 1 and 2 February 2022. The Agenda for the Induction Program is included in the books provided at this meeting. It is expected all new Councillors attend this training. Returning Councillors may attend both days, or attend

specific sections of the training to refresh their knowledge. I will be attending both days, as will both of Council's new Directors. The Deputy CEO will be attending the governance and financial sessions only.

On 3 February 2021, Councillors will, as part of the induction process be taken on a tour of various sites around the Shire that outline the current investment potential in the Shire. Attending this tour will assist greatly in the understanding of the role of Council in these matters and provide a sound base for the Corporate Workshop which will take place on 3 and 4 March 2021.

The Tour outline is provided below:

8.30am	Meet at Berrigan Shire Council offices
8.45am	Leave for first stop
9.00am	Arrive Mowbray Farms, Glens Hill Project (presentation and tour)
9.55am	Drive to Barooga
10.20am	Morning Tea (Sporties)
10.45am	Presentation and Tour from Sporties
11.45am	Drive to Tocumwal
12.15pm	Lunch Tocumwal Aerodrome Museum (lunch at The 'Drome Café)
12.30pm	Presentation Aerodrome Museum and Future Plans
12.50pm	Presentation Tocumwal Truck Stop
1.20pm	Presentation Poly Pipe Project and Silo Road Development proponents (presentation and tour)
1.45pm	Tour of Silo Road and Truck Stop sites
2.20pm	Drive to Finley
2.45pm	Project Milkshake (presentation and tour)
3.45pm	Drive to Berrigan
4.20pm	Afternoon Tea and Debrief with staff
5.00pm	End

Council Meeting**19 January 2022****8.3 CEO Performance Agreement Quarterly Report**

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Report:

At the September Ordinary Council meeting, Council adopted the CEO Performance Agreement, with many of the outcomes requiring quarterly reporting. I feel it will be helpful to update Council on a quarterly basis regarding the status of each of the outcomes requested of me.

The information below is provided for information purposes.

Community Strategic Plan Review

Commence review of Council's Community Strategic Plan in line with LG Act requirements

Under section 402 of the Local Government Act, the Community Strategic Plan requires review prior to 30 June 2022. A report regarding the review of the Community Strategic Plan is included in this Agenda.

Councillor Induction and Training

Prepare for the induction of new Councillors and their training as per the requirements of the LGA Act

- 2 Day Elected Life Induction Workshop booked for 1 and 2 February 2022 (Leanne Barnes will be the facilitator) with Local Government NSW
- 3 February 2021 – site visits to various investments and business opportunities around the Shire.
- Strategic Workshop has been booked for 3-4 March 2022.
- Meetings with each Councillor regards professional development plans has been set aside for 8 and 9 February 2022

Local Environmental Plan Review

Engage a consultant to conduct Council's LEP Review, including the development of a Township Master plan for each of the four townships. Aim to have the Review completed in as short a time frame as possible.

Stage 1 – Expression of Interest advertised 14 October 2021. Closing Date 16 November 2021

Stage 2 – Preferred applicants approached for detailed quote and project plan – Closing date 22 November 2021

Stage 3 – Presentation to Executive Management Team and the Council - preferred supplier 19 January 2022

Stage 4 – Contract signed 21 January 2022

LEP Review to commence on 24 January 2022 and is expected to take 11 months to complete.

Governance

Align Council's governance requirements with the outcomes expected under the LG Act

A plan to review all Council's policies is underway and policies will start coming through to Council for approval in a managed and targeted way.

Excess Leave Liabilities

Reduce Council's current excess leave liability by a third of its current level by 30 June 2022. Ensure reporting is undertaken on at least a quarterly basis until the liabilities are within acceptable ranges as set out in the Employee Leave Policy.

A report regarding Council's current leave balances and trends will be included in the February meeting papers as part of a larger HR Scan report.

Organisational Realignment

Complete the organisational realignment to allow for all vacancies to be filled effectively. Report to Council on the final results of staff engagement and vacancy rates on at least a quarterly basis.

The following positions have been filled during this quarter:

Role	Person	Current Employee	Commenced	Vacancy
Executive Support Officer (Part Time)	Melissa Kennedy	Yes – promotion	9 August 2021	Realignment of Customer Service Function
Administration Officer – Environmental Services (Part Time)	Rebecca Ware	Yes – move to part time	11 August 2021	Realignment of Customer Service Function
Deputy CEO	Matt Hansen	Yes – lateral appointment	23 August 2021	Adjusted Position
Customer Service Co-ordinator	Nikki Arnold	Yes – promotion	23 August 2021	New Position – Realignment of Customer Service Function
Administration Officer – Customer Service	Kristen Simonsen	Yes – move from casual to permanent	23 August 2021	No
Communications Co-ordinator	Keelan McDonald	Yes – Part time to full time	6 September 2021	Broadening of scope of current role
Support Officer	Kelly Milich	Yes – lateral transfer	27 September 2021	Realignment of Customer Service Function – Accounts Officer position vacancy created
General Labourer	Joe Ivankovic	New Employee	5 October 2021	Was existing vacancy
Human Resource Co-ordinator	Sam Armer	Yes – promotion		No, HR Officer Role made obsolescent
Accounts Officer	Morgan Akers	New Employee	18 October 2021	Vacancy created by internal movement
Director Infrastructure	Rohit Srivastava	New Employee	8 November 2021	Was existing vacancy (Matt C old position)
Director Strategic	Jo Ruffin	Yes – Promotion	2 November 2021	New position (Vacancy of Jo’s old position to

Planning and Development				be held over considering review of directorate)
Payroll Officer	Savannah Wilson	Permanent Appointment	22 November 2021	Remainder of HR Officer Role moved to Payroll. Fulltime position moved from Traineeship
Assets and Engineering Manager	Aaron Khokhar	New Employee	6 December 2021	Existing vacancy renamed
Trainee Water and Sewer Operator	Rhys Morham	Internal Appointment	6 December 2021	Existing vacancy
Roller Operator / Trainee Grader Operator	Richard Ewer	New Employee	6 December 2021	Existing vacancy
Recreation Officer	Emma McQueen	New Employee	8 December 2021	Position realigned to current needs. Was Water & Safety Officer position
Customer Service Officer	Kayleigh Nolan	New Employee	4 January 2022	Vacant Position
Information and Records Officer	Arpita Khare	New Employee	10 January 2022	New position created in Org Chart
General Labourer (Traineeship)	Kylie Wooden	New Employee	10 January 2022	Vacant Position
General Labourer	Mario Bonnici	New Employee	10 January 2022	Vacant Position
Peter O'Kane	Plant and Machinery Operator	New Employee	10 January 2022	Vacant Position
Vincent Eru	General Labourer	New Employee	24 January 2022	Vacant Position
Trainee Water and Sewer Operator	Aaron Jeffress	Internal Appointment	31 January 2022	Existing vacancy

A report regarding Council's Organisational Structure will be presented to the February Ordinary Council Meeting

Information Technology

Complete the review and update the IT Strategy and present to Council for consideration and implementation.

A significant review of IT requirements is currently underway. A review of the IT Strategy is expected to be presented at the June Strategic and Policy Workshop and Ordinary Council meetings.

Audit Risk and Improvement Committee

Complete development of the ARIC and advertise and select appropriate external representatives for that panel.

An update regarding the recruitment and selection of the ARIC is included in this agenda.

Staff Culture

Actively engage with staff to ensure a culture of quality and customer focus is instilled in all employees

- First BBQ breakfast held immediately after my arrival and was well received
- Employee Awards and Recognition Ceremony – 23 September 2021
- There has been a considerable amount of change and a huge staff turn over in the first half of this financial year. Further work, including a culture survey is planned for the second half of the financial year and reports on the findings of that survey will be made to Council once they are analysed.

Community Engagement

Continue to engage with community sectors to understand business and individual needs and where Council might provide appropriate levels of support according to approved Council roles.

Project Milkshake - Finley

A number of meetings have been undertaken. Council and the proponents jointly funded a consultant's report into the Trade Waste management concerns surrounding the development. The proponents are not preparing the additional information required to resubmit the trade waste approval application. The Development Assessment is on hold until the trade waste matter has been resolved.

Council will be introduced to this project at the 3 February 2022 tour.

Tocumwal Truck Stop Project

Deed of Call was due to expire on 8 October 2021. Proponents approached Council prior to expiry to discuss the progress of the project and the desire to submit a development application as the next stage of the project.

New Deed of Call was negotiated and finalised on 12 November 2021 as per Council's direction. There are a number of milestone dates that must be met in the new Deed to prevent the previous delays and ensure the project reaches conclusion this time.

The Pre Development Assessment meeting has taken place. The proponents are indicating that the Development Application will be ready to lodge after the Australia Day long weekend. Their consultant is looking to hold a community engagement session to fully inform the community on the proposal. This will occur at the same time as the DA is lodged.

Council will be introduced to this project at the 3 February 2022 tour.

Tocumwal Industrial Precinct

A meeting was held 25 October 2021 to discuss DA requirements, particularly surrounding lack of electrical supply to the site due to the restrictions of supply through Essential Energy.

A subdivision certificate was issued on Monday 13 December 2021 which allows the proponent to lodge the title with the Land Registry Service. Once this is done the next project can proceed with its applications.

Council will be introduced to this project at the 3 February 2022 tour.

Tocumwal Poly Pipe Project

This project was awarded \$1M in a round of funding in 2021. It is a significant project for the Tocumwal community. Once the titles for the industrial subdivision (above) have been issued by the Land Registry Office, we expect to commence the process with these proponents of Development Assessment.

Other Meetings

- Sporties – met with on a number of occasions regarding Covid 19 effects, project plans and Council engagement. MOU currently being developed to allow more strategic interaction between the two groups. This group will present to the 3 February 2022 Councillor Tour.
- Aerodrome User Group – meetings held, minutes changed, some further changes to format and formality of group being considered
- National Heavy Vehicle Regulator and local Livestock Carriers. The issues surrounding 4.6m height restrictions has been resolved however significant

work still needs to be addressed surround vehicle weights in inappropriate areas which are causing stress to Council’s road infrastructure. This matters will not be easily addressed over the short term.

- Finley High School – engagement with school regards opportunities with Council after school and to encourage students to engage with Council in strategic planning workshops etc
- Moira Shire, Federation Shire, Indigo Shire and Berrigan Shire are developing a Memorandum of Understanding to assist with working more closely with each other
- Murray Irrigation Limited – with 5 Councils in the footprint. We are all currently working through the management of bridges associated with irrigation channels. Meeting also held on 21 Oct 2021 with Kelvin Baxter and CEO from Edward River to understand intent of original agreement.
- Mowbray Farms – discussion regarding current and future plans and access issues. Will continue working with project to assess Council’s contribution and the project manager’s contribution requirements. This group will present at the 3 February 2022 Councillor Tour.
- Tocumwal Golf Club – similar to Sporties, have a more strategic plan of what they would like to do for their club and the community. Have commenced developing an MOU with them.

Advocate

Continue to advocate for the community to ensure the best health and wellbeing outcomes and to ensure equitable access to Council facilities and operational outputs.

Issue	Work
Border Bubble	letter signed by Moira Shire Mayor and CEO and Berrigan Shire Mayor and CEO and sent to a Federal and State Members representing the relevant areas in NSW and Vic (example attached – “Appendix 8.3-A”) Sussan Ley’s Office responded thanking us for the letter and wanted us to know she was advocating strongly for the reinstatement of the Border Bubble. Suggested they were working with Maryanne Thomas (Minister for Regional Victoria) and hoped to get some response from that discussion.
Infrastructure Contributions Reform Bill	Email sent is response to Marcus Ray (Group Deputy Secretary DPIE) – also sent to Lynda Scott (President, LGNSW), John Barilaro (Deputy Premier and Minister for Regions) Email as sent (“Appendix 8.3-B”) Response from Marcus Ray (“Appendix 8.3-C”)
Fire and Rescue NSW – proposed closure of sites	Letter sent to Commissioner Paul Baxter under my signature Letter sent to The Hon David Elliott MP, Minister for Police and Emergency Services under Mayor Matt’s signature.

	Both letters requested clarification on plans for the Berrigan, Finley and Tocumwal stations as they stations are key community services.
Regional Telecommunications Review 2021	The submission was made through the “Your Say” website and provided to Councillors for their information. Helen Dalton’s office also requested a copy and that has been provided. “Appendix 8.3-D” Email from Secretariate received 22 November 2021 notifying parts of our submission would be referenced in the final report.
Youth Mental Health	Letters to Stephanie Cooke and Sussan Ley under Mayor Matt’s signature “Appendix 8.3-E” Have reached out to the chair of Headspace (Robbie Sefton) and commenced discussion about what Council can do in this space Meeting with committee to consider establishment of Youth Council to advise Council on ways of addressing youth mental health issues (first meeting Wednesday 27 Oct 2021) Second meeting 10 November 2021 Third meeting 15 November 2021 to develop Position Description 1 December 2021 Community Leaders Meeting with Steph Cooke MP organised and well attended 22 December Chat and BBQ with John Longmire arranged
Essential Energy	Following notification of changes to Essential Energy’s leadership team and notification of a round of community engagement with Councils, I took the opportunity to write to Essential Energy to outline the issues Council have faced when trying to deal with Essential Energy “Appendix 8.3-F”). Contact was made from Mr Luke Jenner immediately following receipt of the letter and the following sessions booked: <ul style="list-style-type: none"> • Essential Energy Council Engagement Session 1 – 2 November 2021 • Essential Energy Council Engagement Session 2 – 4 November 2021 • Meeting with Mr Luke Jenner regards content of letter 17 November 2021 Response received 1 December 2021 (“Appendix 8.3-G”)
Regional Banking Taskforce	A report including the submission is presented to Council at this meeting (January 2022)

Strategic Partnership Discussion Paper

Prepare a paper that will set out a plan for development of private and public sector partnerships. The plan should include consideration of Council’s access to grant funding and strategic partnerships to underpin investment and economic development in the Shire.

In development

Rebranding

Complete a Rebranding Strategy for Council's consideration

This matter will be discussed at the Corporate Workshop and will mark the commencement of this project.

Leadership Development

Identification of leadership development opportunities from the Chief Executive Officer's Hogan Personality Assessment, nomination of actions to improve leadership behaviours and building those actions in a Leadership Development Programme

Further discussions with Stephen Blackadder have not yet occurred.

Knowledge exchange and opportunities

Organise visits and knowledge exchange opportunities with other CEOs and CEOs of Councils similar to Berrigan in other Australian States

Have not really been able to travel far for first months of tenure. Have however managed to engage relatively regularly with Clare Keenan (CEO Moira Shire). Also working with Phil Stone (Edward River Shire). Will continue to work towards fulfilling this outcome in the 2022 calendar year.

Australian Company Directors Course

Complete Australian Company Directors Council by 30 June 2022 to help with strategic focus and exposure to other areas for advocacy.

No action to date as I have not had time to be able to consider completing the assessment.

Other Projects out of Scope

Tocumwal Caravan Park Lease Extension Request

Murray Irrigation Limited – management of Bridges across the MIL footprint

Board Member (RAMJO Appointment) – Murray Regional Tourism as of December 2021

RAMJO Water Subcommittee

RAMJO Energy Subcommittee

Central Murray County Council working towards finalisation

MOU Indigo, Moira, Federation and Berrigan Shires

Town Beach Matter

MOU – Tocumwal Aviation Museum (design, construction and maintenance of Beaufort Garden)

Council Meeting

19 January 2022

8.4 Regional Banking Taskforce

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 4. Diverse and resilient business

Strategic Objective: 4.1 Strengthen and diversify the local economy and invest in local job creation and innovation

Report:

On 22 October 2021, the Government announced the establishment of a regional banking taskforce to assess the impact of bank branch closures on regional communities.

The first meeting of the taskforce occurred on 9 November 2021 in Sydney and the subsequent issues paper ("**Appendix 8.4-A**") was developed and opened for comment on 18 November 2021. It should be noted the issues paper was made public the day after the last meeting of the last Council.

Submissions were due 5pm 18 December 2021. During the period, and on the closing date, Berrigan Shire had no Councillors who could consider a submission prior to sending to the Taskforce for consideration.

Given the importance of this issue to our community, I felt it necessary to make submission without Council approval. I worked with the assistance of both Matt Hansen and Jo Ruffin in particular to respond to the questions proposed by the Taskforce. Their words appear verbatim within the document.

That submission is provided as "**Appendix 8.4-B**" for Council's information.

Council Meeting

19 January 2022

8.5 RAMJO Annual Performance Statement

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. Good government

Strategic Objective: 2.2 Strengthen strategic relationships and partnerships with community, business and government

Report:

Council is a member of the Riverina and Murray Joint Organisations (RAMJO).

RAMJO has been a very successful group and is seen by other Joint Organisations and certainly State and Federal Ministers as a model representative group.

Council's contribution for the 2021-2022 financial year was \$17,395.08. It is expected this amount will increase in order to continue to fund the valuable contribution this organisation makes to the region.

Recent highlights achieved by RAMJO include (but are not limited to):

- Regional Kerbside Collection Contract
- Development and Implementation of Energy Strategies for all member Councils
- Water Position Paper (which has led to considerable engagement at Federal and State Levels)
- Digital Connectivity partnership and advocacy work
- Regional Freight Transport Plan

In the coming year RAMJO will continue to work on:

- Development of the Regional Waste and Resource Recovery Strategy
- Collaborative Procurement Model
- Smart Places Acceleration Program
- Region-specific data in order to respond to the WARR Report for Landfills
- Community Recycling Centres Education and Communications Campaign

So Council may better understand the work RAMJO do and the value they present for Council, the Annual Performance Statement, which was presented to the group at the November Board Meeting, is attached to this report at **"Appendix 8.5-A"** for information purposes.

Council Meeting**19 January 2022****8.6 Lodgement of written Returns of Interest**

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Report:

Under the Code of Conduct for Local Councils, all Councillors must lodge a written Return of Interest with the Chief Executive Officer within three months of their election unless they have submitted a return within the previous three months. For those Councillors who have returned to office from the previous Council, those Returns of Interest filed prior to the election therefore remain valid.

For those who are new to Council, you will be required to submit your written Return of Interest no later than 21 March 2022.

Returns of interest are an important accountability mechanism for promoting community confidence in decision making by Councillors and others and for ensuring that they disclose and appropriately manage conflicts of interest they may have in matters dealt with by the Council.

Among other things, councillors and others who are required to complete returns of interests must disclose the following types of interests in their returns:

- interests in real property;
- gifts;
- contributions to travel; interests and positions in corporations;
- whether they are a property developer or a close associate of a property developer;
- positions in trade unions and professional or business associations;
- dispositions of real property;
- sources of income; and
- debts

It is important Councillors and others complete their Returns of Interests correctly and disclose all relevant interests.

The Office of Local Government has issued a *Guide to Completing Returns of Interests* to assist with the completion of these forms. That Guide is included as **“Appendix 8.6-A”**.

Under the Code of Conduct Council's executive officers and I also have to maintain a register of Returns of Interest and these must be tabled at the first meeting of the Council after they are required to be lodged (in this case at the April 2022 Ordinary Meeting).

Returns of Interest must also be made available free of charge on Council's website, unless there is an overriding public interest against disclosure of the information contained in them, or to do so would impose unreasonable additions costs on the Council.

Further information regarding privacy is included at "**Appendix 8.6-B**" which is the Privacy Commissioners *Guideline 1: For local councils on the disclosure of information contained in the returns disclosing the interests of councillors and designated persons*

Council Meeting**19 January 2022****8.7 Local Roads and Community Infrastructure**

Report by: Deputy Chief Executive Officer, Matthew Hansen

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Report:

The Department of Infrastructure, Transport, Regional Development and Communications has released the guidelines for Phase 3 of the Local Roads and Community Infrastructure (LRCI) Program and is now accepting project nominations.

The purpose of the LRCI Program is to support local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic.

Berrigan Shire Council has been allocated \$1,755,054 in Phase 3 of LRCI. Funding under this program will be available from 1 January 2022 with projects to be complete by 30 June 2023.

Unlike the NSW Government's Stronger Country Communities Program, this funding is allocated to Berrigan Shire Council specifically rather than to Berrigan Shire as a local government area.

Berrigan Shire Council does not need to apply to receive these funds but it does need to nominate projects for approval. The Council has nominated five (5) projects for approval at this stage as listed below. Note that the Council can request changes to this list of projects from the funding body at any time should it wish.

Current projects**1. Barooga Recreation Reserve Netball Courts - \$566,054**

Construction of two outdoor netball courts with a concrete base and synthetic surface with suitable LED lighting. Associated realignment of internal roads and paths.

This project will upgrade to contemporary standard sports facilities and improve pedestrian safety at the Barooga Recreation Reserve. Proposed is the replacement of two existing netball courts – both courts are in poor condition and poorly located within the sports precinct. Used and maintained by volunteer-based Barooga Football and Netball Club the fit-for purpose built courts improve player safety, and reduce ongoing maintenance costs for the Council and club volunteers. The new courts will also be re-located from their current site to a new site. The new site is adjacent to existing social club-rooms and change facilities. The relocation of the courts will also resolve

pedestrian and vehicle conflicts within the reserve and is informed by the Barooga Recreation Reserve Landscape Master Plan 2021

2. Smithers Road - \$200,000

The resheeting of 3600m x 6m of Smithers Road at a thickness of 0.1m

This project will improve road safety for all road users – recreational who use the road access to Murray Valley National Park Camp Grounds also Southern Riverina agri-transport operators. This project is needed to repair damage to Smithers Road created by increased agricultural production and activity in this area. Resheeting, will therefore, allow for heavier vehicles to use Smithers Road in all conditions

3. Amphitheatre and fishing stations, Tocumwal Foreshore - \$614,000

Construction of a 100 m² amphitheatre, 36m² of fishing stations and 600m of walking track at Tocumwal Foreshore.

Designed to improve the accessibility of Tocumwal's Foreshore precinct and connect the Town to the Murray River via improved all-abilities pedestrian access, ramps, and fishing stations. This project will complete the implementation of the Tocumwal Foreshore Master Plan – a plan developed to revitalise the Tocumwal and drive increased visitation. Projects already completed include a splash park, riverside café and associated street scape works

4. Refurbishment of Finley War Memorial Hall - \$195,000

The final stage in a planned program of community facility improvement works. This project will complete the refurbishment of the Finley War Memorial Hall a valued community facility in the township of Finley and the surrounding region. The proposed works include replacing all the doors and windows, refurbishing the timber floor, painting the interior, a new switchboard and lighting; also, the replacement of the Hall's basketball backboards.

5. Burkinshaw St, Barooga - \$180,000

Landscaping improvements on the road reserve adjacent to the Barooga Regional Multi-Sport Facility and Barooga Sports Club, including construction of 92 lineal metres of retaining wall, 175m² of concrete path, planting of 40 trees, establishment of 1,600m² of lawn and garden, irrigation and signage

The Barooga Regional Multi-Sport Facility and Barooga Sports Club in addition to providing a range of sport facilities and recreation facilities for local residents also host NSW-Victorian state-level and regional level sport-related events. The landscape

improvements proposed will address improve the visual amenity of the precinct and in doing so, address the untidy and unattractive approaches to Barooga's Sports precinct

Council Meeting

19 January 2022

8.8 Electoral Funding Obligations of Elected Members and Mayors

Report by: Chief Executive Officer, Karina Ewer

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Report:

Councillors and Mayors elected at the Local Government Elections on 4 December 2021 must submit political donation and electoral expenditure disclosures to the NSW Electoral Commission (NSWEC) periodically for their term in office. The first disclosures for this Council must be submitted by 25 February 2022.

A fact sheet provided by NSWEC is provided at **“Appendix 8.8-A”** to assist with this disclosure.

Disclosures of political donations and electoral expenditure

Elected members must submit political donation and electoral expenditure disclosures to the NSWED for the remainder of their term.

There are three types of disclosures to submit each year as an Elected Member in regards to political donations and electoral expenditure: two half-yearly disclosures of political donations made and received and an annual disclosure of electoral expenditure incurred.

In relation so the 2021/22 financial year, and elected member must also submit disclosures in their capacity as a candidate. These being two half yearly disclosures of political donations made and received and an annual disclosure of electoral expenditure incurred.

The relevant periods each disclosure covers and the lodgement periods for disclosures for 2021/2022 are:

Disclosure type	Disclosure period	Disclosure lodgement period	Disclosure due
1 st half-yearly political donations disclosure	1 July 2021 to 31 December 2021	1 January 2022 to 25 February 2022	25 February 2022
2 nd half-yearly political donations disclosure	1 January 2022 to 30 June 2022	1 July 2022 to 28 July 2022	28 July 2022

Annual electoral expenditure disclosure	1 July 2021 to 30 June 2022	1 July 2022 to 22 September 2022	22 September 2022
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It should be noted the above disclosures are to be lodged not only as a candidate and elected member, but also on behalf of the group if that is the case.

If no political donations are made or received, or electoral expenditure is incurred, 'Nil' disclosure forms must still be submitted.

Disclosures may be made through the following website:

<https://fdonline.elections.nsw.gov.au/NSWECFDCOnline/s/login/?ec=302&startURL=%2FNSWECFDCOnline%2Fs%2F>

The website is the NSWEC's secure, accessible and convenient online portal for electoral participants. Those who do not yet have access can request access at:

<https://fdonline.elections.nsw.gov.au/NSWECFDCOnline/s/guestportalrequest>

Detailed information about disclosures is available on the NSWEC website as per the below:

<https://elections.nsw.gov.au/Funding-and-disclosure/Disclosures>

Elected Member Contact Details

Elected members who have not provided the NSWEC with up-to-date contact details are requested to do so as soon as possible by emailing fdc@elections.nsw.gov.au.

A current email address and mobile number for each Elected Member is required so the NSWEC may send notifications about when and how to disclose political donations and electoral expenditure. Elected Members who do not comply with disclosure could be penalised, including a fine or prosecution.

Council Meeting

19 January 2022

8.9 2020-21 Audit Management Letter

Report by: Deputy Chief Executive Officer, Matthew Hansen

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Report:









Attached as “**Appendix 8.9-A**” please find the Management Letter for the final phase of the 2020/21 Financial Audit as issued by the NSW Audit Office (NSWAO).

This letter outlines:

- matters of governance interest identified by NSWAO during the current audit
- unresolved matters identified during previous audits
- matters NSWAO are required to communicate under Australian Auditing Standards

Please note that while NSWAO are responsible for the Council’s financial audit and the audit opinion and other deliverables, the day-to-day work on the audit is contracted to Crowe Albury, a local audit firm.

The Audit Management Letter raises eight issues for management to address as set out below

1	<u>Rural fire-fighting equipment not recognised in the financial statements</u>	Almost Certain	High	 High
2	<u>Valuation of land improvement assets</u>	Likely	Medium	 Moderate
3	<u>Cyber security</u>	Likely	Medium	 Moderate
4	<u>Landfill provision</u>	Possible	Low	 Low
5	<u>IT Risk Register</u>	Possible	Low	 Low
6	<u>Policies out of date</u>	Possible	Low	 Low
7	<u>Budgeting process</u>	Possible	Low	 Low
8	<u>Bank signatories</u>	Possible	Low	 Low

Working through each of the items:

Item 1 is the only high risk issue identified. This issue is not unique to Berrigan Shire Council and is part of a long-running difference of opinion between NSWAO, New South Wales Rural Fire Service (RFS) and local government. The RFS and NSWAO are of the opinion that Council

controls the “red fleet” (trucks, tankers etc.) that the RFS use to manage bushfires as these assets are “vested” in the Council. Therefore these assets should be shown in the Council’s Statement of Financial Position (balance sheet) and depreciation on these assets recognized in the Council’s Income Statement (profit and loss)

The Council’s position is that while the assets may be vested in the Council, the Council has no control or influence over the purchase, disposal, disposition, maintenance or use of the rural fire-fighting equipment in the possession of the NSW Rural Fire Service. These decisions are made by the NSW Rural Fire Service without reference to the Council in any form. Further, the Council does not possess, despite multiple requests, any data relating to the rural fire-fighting equipment in the possession of the NSW Rural Fire Service - including the quantity, type, purchase price and date, fair value, useful life, condition, impairment or any other matter that would allow the Council to bring these assets to account.

Item 2 is currently being addressed. The Council has commissioned an external valuer to undertake a comprehensive revaluation of these assets.

Item 3 will require further work. Management have prepared suitable plans and strategies but have not been able to implement them at this stage.

The remaining items are all low priority and administrative in nature. Most of these will be addressed between now and the end of the financial year. Item 8 has already been addressed.

Future Audit Management letters will be presented to the incoming Audit Risk and Improvement Committee (ARIC) for consideration rather than to a Council meeting directly. The ARIC will monitor Management’s action on addressing the items and report on progress to the Council on a periodic basis.

Council Meeting**19 January 2022****8.10 2022-23 Rate Peg**

Report by: Deputy Chief Executive Officer, Matthew Hansen

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Report:

The Independent Pricing and Regulatory Tribunal (IPART) have released their determination of the Variation of General Income for Local Government for 2022/23 – the “Rate Peg”.

For Berrigan Shire, IPART has set the rate peg as 0.9%.

An information paper on the setting of the 2022/23 Rate Peg is attached as **“Appendix 8.10-A”**

This rate peg is the maximum percentage that the Council can increase its overall General Rate income for the 2022/23 financial year (this Rate Peg percentage does not apply to Council’s service charges), other than an increase derived from growth in assessable properties. The Council is not required to take up the entire amount of the rate peg when setting its rates.

The rate peg does not apply to individual ratepayers’ rates. The rate peg applies to the council’s General Rate in total. The Council has significant discretion to determine how to allocate this increase between different ratepayer categories.

Individual rates are also affected by other factors, such as individual land valuations. Note that all properties in Berrigan Shire were revalued for rating purposes prior to the 2020/21 levy. Land Valuations are due to occur again in 2023.

The rate peg has been calculated as follows:

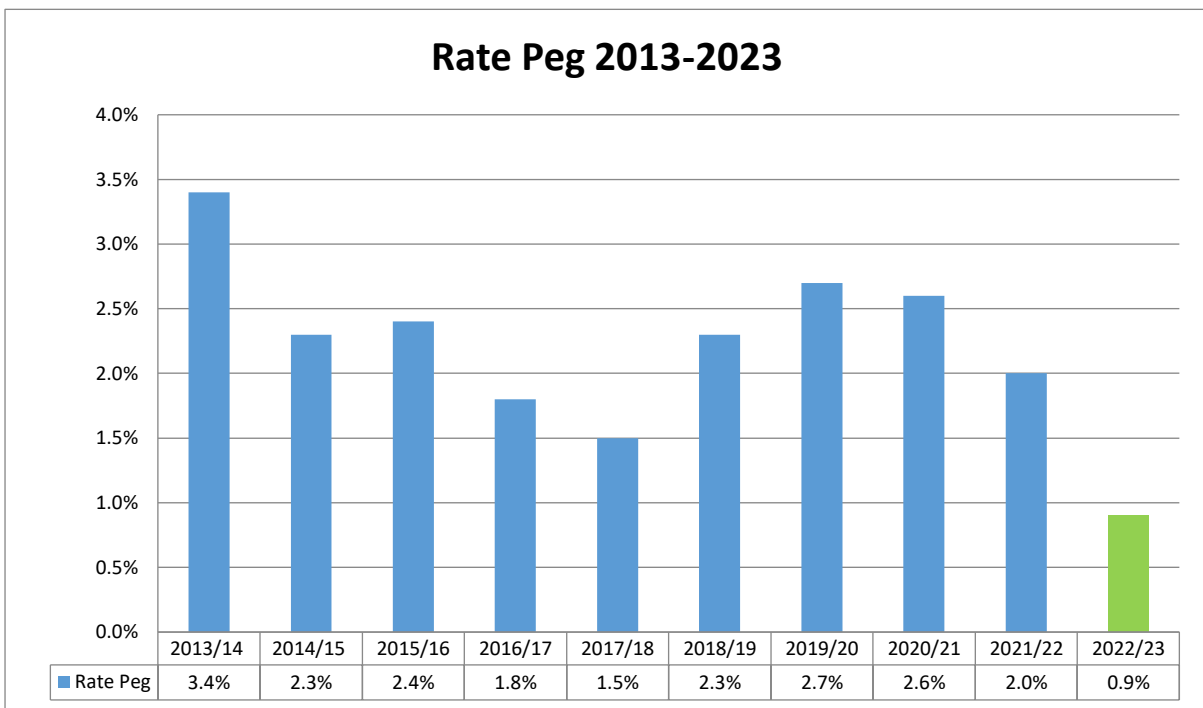
- A base amount of 0.9% derived from the change in the Local Government Cost Index (LGCI).
- A deduction of a 0.00% “productivity factor” has been set this year because improvements in productivity are reflected in the components of the LGCI
- A downward adjustment of 0.2% to remove the additional revenue that was included in the 2021/22 rate peg to meet the costs of the 2021 local government election
- A population factor for Berrigan Shire Council of 0.2% - see below.

This resulted in a rate peg of 0.9% for 2022/23. This calculates to a nominal increase in overall rates and charges for 2022/23 of approximately \$50,000.

The “population factor” for Berrigan Shire has been calculated by comparing the change in Berrigan Shire population with the change in Berrigan Shire’s change in rateable land value. In the case of Berrigan Shire, population growth has been greater than rateable land value growth by a factor of 0.2%.

This is the first year that IPART have included a population factor in the calculation of the Rate Peg. The technical issues encountered by IPART in implementing this change has meant that release of the Rate Peg, normally issued in September, was delayed until December.

The 2022/23 Rate Peg is much less than previous years’ as seen in the chart below. It is also much lower than was anticipated by most NSW Councils and much lower than the Rate Peg assumed by management when preparing its budgets and future financial plans



Part of this discrepancy is a timing matter. The Rate Peg is set using data from the year ended 30 June 2021, where for a large part of the year the national economy was in a COVID-19 related recession. In the meantime, costs relating to local government - such as fuel, bitumen, concrete, equipment etc. - have all increased significantly.

For comparison, the Cordell Construction Cost Index for NSW has increased by 6.6% in the same financial year and consumer costs have increased 3.8%. Fuel costs have increased 40%

All Council staff other than the Chief Executive Officer are employed under the NSW Local Government (State) Award 2020. This Award provides all employees with an across-the-board 2% salary increase at 1 July 2022. The total dollar amount of this Award increase will be greater than the Council’s Rate Peg increase - meaning that all things being equal, the Council’s financial position will deteriorate.

Local Government NSW (LGNSW) - the peak body for NSW Councils - are lobbying the NSW Government to urgently address these concerns. At this stage, the NSW Government's likely response is not known.

If nothing changes, the Council will need to either cut some programs or activities, find additional sources of revenue or use its reserves (or borrow) to meet the shortfall. Further advice on these options will be presented to a future meeting.

Council Meeting

19 January 2022

8.11 Development Determinations for Month of November 2021

Report by: Executive Support Officer, Melissa Kennedy

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Report:

APPLICATIONS DETERMINED FOR NOVEMBER 2021

Application	Description	Property Location	Applicant	Owner	Status	Value	Days Taken	
31/22/DA/DM	TEMPORARY OCCUPATION OF LAND	11 BAROOGA ROAD, TOCUMWAL NSW 2714 (Lot11//DP1265195)	HEIDE AND VOLKER STAHL	MR V STAHL AND MRS HH STAHL	Approved 17-11-2021	\$ 0.00	Active 44	Total 44
38/22/DA/D5	RESIDENTIAL STORAGE SHED	118 DENILQUIN STREET, TOCUMWAL NSW 2714 (Lot261//DP1102930)	JAN CHRISTIAN	MR PJ CHRISTIAN AND MRS JR CHRISTIAN	Refused 17-11-2021	\$ 15000.00	Active 0	Total 39
39/22/DA/D1	BV DWELLING & ATTACHED GARAGE	31 SNELL ROAD, BAROOGA NSW 3644 (Lot492//DP1240390)	D & M BOWDEN CONSTRUCTION	MR DJ HOLT AND MRS MA HOLT	Approved 19-11-2021	\$ 518064.00	Active 36	Total 36
42/22/DA/D9	BOUNDARY REALIGNMENT	136 DENISON STREET, FINLEY NSW 2713 (Lot1//DP24073)	BRIAN MITSCH & ASSOCIATES	MS CR BATEMAN	Approved 19-11-2021	\$ 0.00	Active 35	Total 35
44/22/DA/DM	MEDICAL CENTRE & SOLAR ARRAY STRUCTURE	HAMILTON STREET, FINLEY NSW 2713 (Lot247//DP1053153)	HABITAT PLANNING	FINLEY REGIONAL CARE LTD	Approved 16-11-2021	\$ 1425256.00	Active 32	Total 32
46/22/DA/D5	CARPORT & PATIO	80 DENISON STREET, FINLEY NSW 2713 (Lot22//DP584045)	JOHN CARR	MR JA CARR	Approved 22-11-2021	\$ 17500.00	Active 34	Total 34
47/22/DA/D1	BV DWELLING & ATTACHED GARAGE	137 CHANTER STREET, BERRIGAN NSW 2712 (Lot56/B/DP2425)	RICHES HOMES & IMPROVEMENT	MR B RENDELL	Approved 01-11-2021	\$ 498569.00	Active 14	Total 14
52/22/DA/D1	BV DWELLING & ATTACHED GARAGE	72 COLLIE STREET, BAROOGA NSW 3644 (Lot73//DP570014)	D & M BOWDEN CONSTRUCTION	MR DJ BOWDEN AND MRS MA BOWDEN	Approved 08-11-2021	\$ 300000.00	Active 18	Total 18
53/22/DA/DM	DECK & STAIRS	13 BUSHLANDS ROAD, TOCUMWAL NSW 2714 (Lot4//DP718085)	CRAIG ALLAN	BUSHLANDS RESORT PTY LIMITED	Approved 23-11-2021	\$ 12000.00	Active 28	Total 28
55/22/DA/D9	2 LOT SUBDIVISION	23-25 BRIDGE STREET, TOCUMWAL NSW 2714 (Lot7/34/DP758981)	NORTH EAST SURVEY DESIGN	MR AL JONES	Approved 08-11-2021	\$ 0.00	Active 14	Total 14
56/22/DA/D5	RESIDENTIAL STORAGE SHED	17 BAROOGA STREET, BERRIGAN NSW 2712 (Lot4//DP1146793)	SABRINA FINCH	MS SA FINCH	Approved 11-11-2021	\$ 17000.00	Active 16	Total 16
58/22/DA/DM	DEMOLITION OF EXISTING PRESCHOOL	28-30 JERILDERIE STREET, TOCUMWAL NSW 2714 (Lot6/21/DP758981)	MS CONSTRUCTION S PTY LTD	THE STATE OF NEW SOUTH WALES	Approved 22-11-2021	\$ 18000.00	Active 18	Total 18
59/22/DA/D5	STORAGE SHED	37-45 CHARLOTTE STREET, TOCUMWAL NSW 2714 (Lot1/15/DP758981)	JOSH BOAKE	ROMAN CATHOLIC CHURCH TRUSTEES	Approved 22-11-2021	\$ 3000.00	Active 18	Total 18
16/22/CD/M6	ADDITIONS TO DWELLING	1217 WOOLSHED ROAD, TOCUMWAL NSW 2714	GREGORY DOYLE	MR GM DOYLE	Approved 24-11-2021	\$ 152000.00	Active 17	Total 17

		(Lot72//DP752285)							
61/22/DA/D1	BV DWELLING & ATTACHED GARAGE	27 HADLEY STREET, TOCUMWAL 2714 (Lot15//DP1250358)	G J GARDNER HOMES	MR BA NEWNHAM AND MRS DJ NEWNHAM	Approved 24-11-2021	\$ 440958.00	Active 17	Total 17	
63/22/DA/D1	BV DWELLING & ATTACHED GARAGE	BAROOGA-TOCUMWAL ROAD, BAROOGA NSW 3644 (Lot21//DP1268266)	CARDILLO CONSTRUCTION S	MR MJ SHANNON AND MS HM ROUTLEDGE	Approved 19-11-2021	\$ 580000.00	Active 9	Total 9	
8/22/CD/M5	INGROUND FIBREGLASS SWIMMING POOL	3381 BAROOGA-TOCUMWAL ROAD, BAROOGA NSW 3644 (Lot 1//DP880366)	POOLSIDE COBRAM	MR GA KEARNEY AND MRS PA KEARNEY	Approved 01-11-2021	\$ 60490.00	Active 3	Total 3	
50/22/DA/DO	RURAL SHED	QUIRKS ROAD, FINLEY NSW 2713 (Lot 46//DP752288)	ENTEGR A SIGNATURE STRUCTURES	MR DV HATTY	Approved 01-11-2021	\$ 151930.00	Active 4	Total 4	
10/22/DA/DM	BATTERY STORAGE FACILITY	BROUGHANS ROAD, FINLEY NSW 2713 (Lot126//DP752299)	HABITAT PLANNING	MRS MF STEPHENS, MR KA STEPHENS AND MR GN STEPHENS	Approved 01-11-2021	\$ 2500000.00	Active 40	Total 40	

APPLICATIONS PENDING DETERMINATION AS AT 30/11/2021

Application No.	Date Lodged	Description	Property Location
119/20/DA/DM	21-02-2020	AMPHITHEATRE, FISHING PLATFORM & ACCESS TRACKS	DENILIQVIN STREET, TOCUMWAL NSW 2714 (Lot7002//DP1019579)
186/21/DA/D3	16-04-2021	MILK PROCESSING FACTORY	87-123 HAMILTON STREET, FINLEY NSW 2713 (Lot118//DP752299)
208/21/DA/D3	26-05-2021	INSTALLATION OF 68KL UNDERGROUND LP GAS TANK	94-104 DENILIQVIN ROAD, TOCUMWAL NSW 2714 (Lot117//DP752296)
224/21/DA/D3	30-06-2021	WATER TREATMENT PLANT	13 TUPPAL STREET, FINLEY NSW 2713 (Lot7008//DP1001696)
225/21/DA/D3	30-06-2021	WATER TREATMENT PLANT - BAROOGA	27-29 BUCHANANS ROAD, BAROOGA NSW 3644 (Lot322//DP626847)
17/22/DA/D3	29-08-2021	STORAGE SHED	12 HARLEY COURT, FINLEY NSW 2713 (Lot23//DP713898)
20/22/DA/D5	01-09-2021	RESIDENTIAL STORAGE SHED	11 RILEY COURT, TOCUMWAL NSW 2714 (Lot46//DP1054776)
24/22/DA/D9	03-09-2021	10 LOT SUBDIVISION	LAWSON DRIVE, BAROOGA NSW 3644 (Lot9//DP1150036)
51/22/DA/D2	13-10-2021	ADDITIONS TO EXISTING SERVICE STATION	37 VERMONT STREET, BAROOGA NSW 3644 (Lot1//SP41416)
54/22/DA/D5	19-10-2021	RESIDENTIAL STORAGE SHED	55 HAMPDEN STREET, FINLEY NSW 2713 (Lot15//DP238395)
60/22/DA/D6	01-11-2021	ADDITIONS TO DWELLING	18 DAWE AVENUE, FINLEY NSW 2713 (Lot17//DP247524)
17/22/CD/M4	04-11-2021	PERGOLA	90 BRUTON STREET, TOCUMWAL NSW 2714 (Lot11//DP1250358)
62/22/DA/D2	05-11-2021	REPLACEMENT SIGNAGE AT EXISTING SERVICE STATION	54-56 DENILIQVIN ROAD, TOCUMWAL NSW 2714 (Lot11//DP1161562)
64/22/DA/D5	11-11-2021	RESIDENTIAL STORAGE SHED	126 DENISON STREET, FINLEY NSW 2713 (Lot5//DP29248)
65/22/DA/D5	16-11-2021	RESIDENTIAL STORAGE SHED	122-124 FINLEY STREET, FINLEY NSW 2713 (Lot179//DP752283)

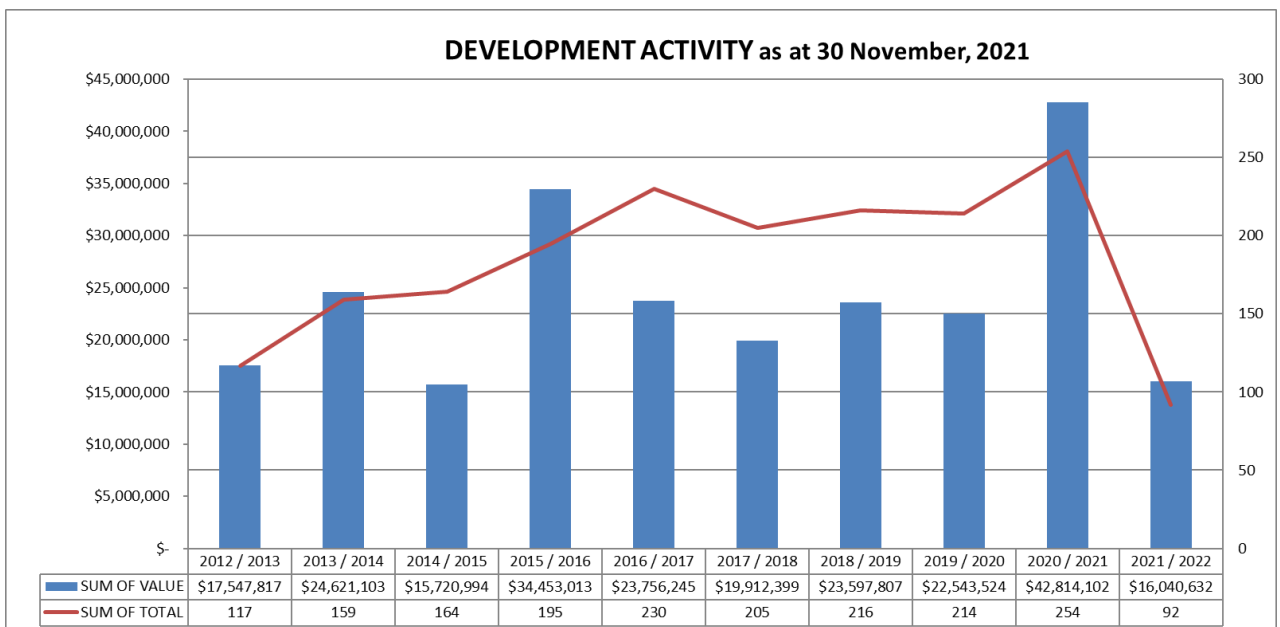
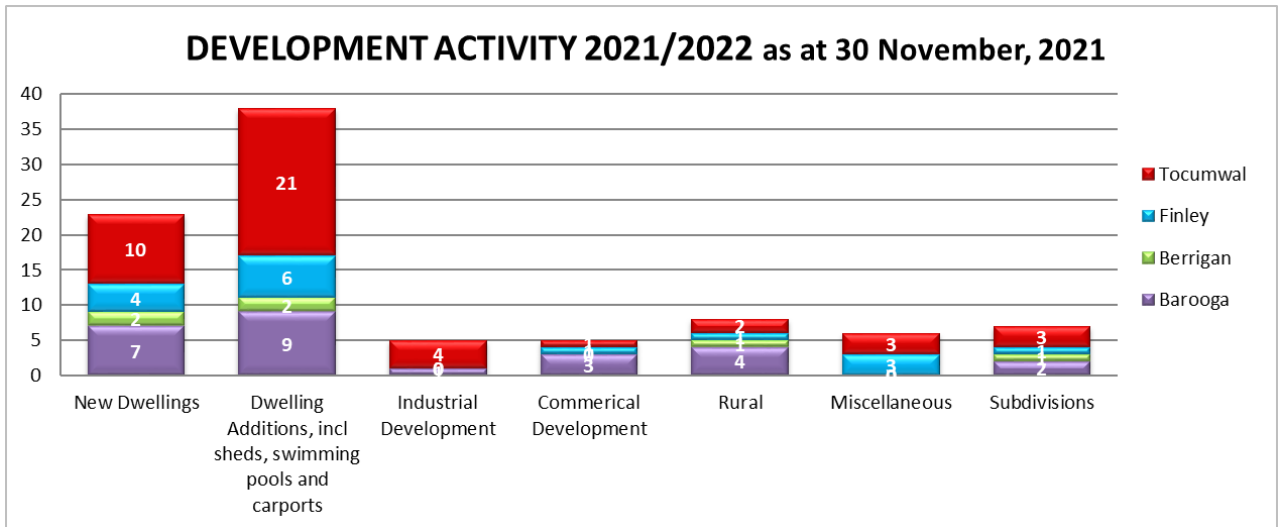
67/22/DA/D1	11-11-2021	BV DWELLING & ATTACHED GARAGE RURAL SHED & INGROUND FIBREGLASS POOL	BAROOGA-TOCUMWAL ROAD, BAROOGA NSW 3644 (Lot1//DP849528)
69/22/DA/D5	17-11-2021	MODIFICATION TO EXISTING CARPORT AND SHED	8 HALEY COURT, TOCUMWAL NSW 2714 (Lot68//DP1070311)
70/22/DA/D1	17-11-2021	BV DWELLING & ATTACHED GARAGE	95 NANGUNIA STREET, BAROOGA NSW 3644 (Lot11//DP787922)
73/22/DA/D6	24-11-2021	RESIDENTIAL STORAGE SHED	105 WOLLAMAI STREET, FINLEY NSW 2713 (Lot1//SP21769)
74/22/DA/DM	25-11-2021	SCHOOL BASED CHILD CARE FACILITY	28-30 JERILDERIE STREET, TOCUMWAL NSW 2714 (Lot6/21//DP758981)
19/22/CD/M1	26-11-2021	BV DWELLING & ATTACHED GARAGE	24 ANTHONY AVENUE, TOCUMWAL NSW 2714 (Lot58//DP1131677)
76/22/DA/D5	26-11-2021	RESIDENTIAL STORAGE SHED	66 HONNIBALL DRIVE, TOCUMWAL NSW 2714 (Lot3//DP1250417)
77/22/DA/D5	26-11-2021	RESIDENTIAL STORAGE SHED	68 TESSIER DRIVE, TOCUMWAL NSW 2714 (Lot26//DP1250358)

TOTAL APPLICATIONS DETERMINED / ISSUED (including modifications)

	This Month (Nov)	Year to Date	This Month's Value (Nov)	Year to Date Value
Development Applications (DA)	17	75	\$6,497,277	\$14,058,975
Construction Certificates (CC)	19	64	\$4,839,738	\$10,938,550
Complying Development Certificates (CDC)	2	17	\$212,490	\$1,981,657
Local Activity (s.68)	14	38	0	0

OTHER CERTIFICATES ISSUED FOR NOVEMBER 2021

	s10.7(2) Planning Certificate		s10.7(5) Certificate		735A Certificate Outstanding Notices or Orders under LG Act 1993		s9.34 Certificate Outstanding Notices or Orders under EP&A Act 1979		s6.24 Building Certificate		Swimming Pool Certificate	
	NOV	Year Total	NOV	Year Total	NOV	Year Total	NOV	Year Total	NOV	Year Total	NOV	Year Total
BAROOGA	4	34	0	1	4	4	1	1	0	0	0	8
BERRIGAN	8	24	1	1	2	5	1	1	0	0	0	0
FINLEY	4	41	0	1	0	2	0	1	0	1	0	0
TOCUMWAL	17	57	1	3	0	2	0	0	0	1	3	6
TOTAL	33	156	2	6	6	13	2	3	0	2	3	14



Council Meeting

19 January 2022

8.12 2021-2022 Rates Collections and Outstanding Debtors – 2nd Quart Report to Council

Report by: Revenue Coordinator, Michael Millar

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

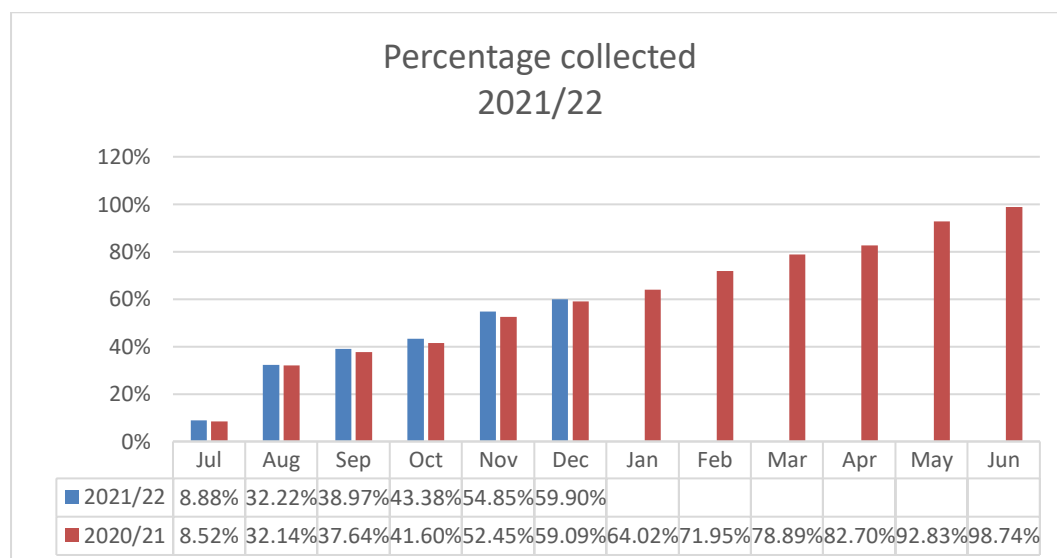
Report:

1. Rates & Charges

At 5 January 2022 Council has collected 59.90% of the total rates, service charges , arrears and water consumption charges raised in 2021 – 2022 to date. This shows an increase of 0.81% on the corresponding time last year. I would like to acknowledge the work performance and efforts of the Revenue Officer.

The Revenue Department has had success in the collection of large outstanding rates this quarter. This has been achieved by improving lines of communication with Ratepayers whilst continuing to work closely with our Debt Collection Agency. A number of properties have sold where large amounts off arrears have been paid out on settlement of the sale.

I am confident that these collection rates will continue and we will achieve the benchmark for rates collection in recent years.



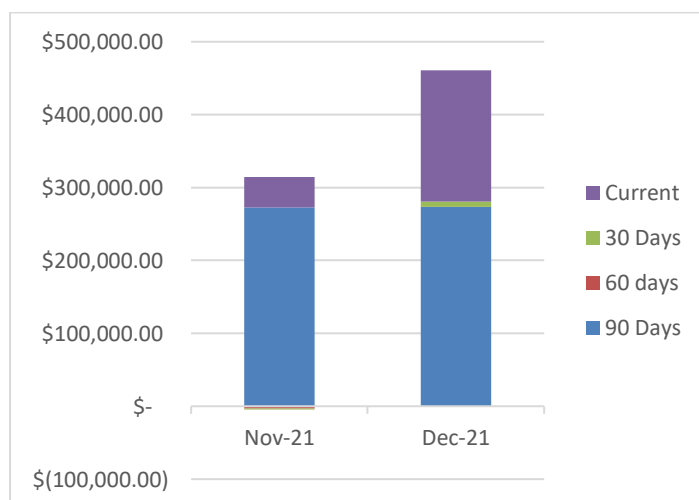
2. Debtors

A brief list of outstanding debtors as at the end of November and December 2021 is as follows:

DEBTORS	2021-2022	
	END NOVEMBER	END DECEMBER
GENERAL/SUNDRY/OTHER DEBTORS	\$60,144	\$185,882
RATES LEGAL FEE DEBTORS	\$0	\$0
FOOD INSPECTIONS	-\$16	-\$16
HALF COST K&G/FOOTPATH DEBTORS	\$74,784	\$73,950
SEC 355 COMMITTEE LOANS	\$1,662	\$23,182
SWIMMING POOLS	\$2,650	\$12,133
CEMETERY DEBTORS	\$2,388	\$1,154
GOVERNMENT DEPT GRANTS & SUBSIDIES	\$155,875	\$161,570
STAFF DEBTORS	\$39	\$737
STAFF SUPERANNUATION	-\$15,791	-\$7,802
SHIRE LAND SALE DEBTORS	\$0	\$0
TOCUMWAL AERODROME	\$13,626	\$9,080
TOTAL	\$295,360	\$459,869

In the table above the only major difference is in the General/Sundry/Other Debtors, is a pending payment from the ATO of \$95,000. A payment of \$125,000 from the Department of Regional New South Wales under the Stronger Country Communities is also forthcoming. The payments of these amounts will greatly reduce the outstanding amount owed

The graph below shows the Council's outstanding debtors by age and type over the past two months. The amount of debtors for over 90 days is made up largely of half-cost scheme debtors.



3. Activity

There has been no hardship applications received this quarter under the Council's Debt Management and Hardship Policy. Over the last quarter, the Council has undertaken the following collection activity:

- Third Instalment Notices 2021/2022 will be posted out on 13/01/2022
- Final Reminder letters sent for 2nd Instalment and 2nd Water Consumption Notice Reminder Notices.

In the 2021 Calendar year the Revenue Department have completed over 570 Land Transfers with a Land sale value in excess of \$192,500,000.00.

Council Meeting

19 January 2022

8.13 Development Determinations for Month of December 2021

Report by: Executive Support Officer, Melissa Kennedy

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Report:

APPLICATIONS DETERMINED FOR DECEMBER 2021

Application	Description	Property Location	Applicant	Owner	Status	Value	Days Taken	Active	Total
7/22/DA/D5	RESIDENTIAL STORAGE SHED	39 JERILDERIE STREET, BERRIGAN NSW 2712 (Lot11/A/DP2425)	FRANS CAPEL	MR F CAPEL	Approved 01-12-2021	\$ 8500.00	60	60	60
57/22/DA/DM	REMOVAL OF DWELLING	143-155 HAMILTON STREET, FINLEY NSW 2713 (Lot4//DP535621)	PETER HALEY	MR MA JACKSON	Approved 01-12-2021	\$ 5000.00	29	29	29
65/22/DA/D5	RESIDENTIAL STORAGE SHED	122-124 FINLEY STREET, FINLEY NSW 2713 (Lot179//DP752283)	DEAN RUSSELL	MR TA THOMSON AND MRS MA THOMSON	Approved 15-12-2021	\$ 10000.00	21	21	21
66/22/DA/D5	RESIDENTIAL STORAGE SHED	37-38 KEOGH DRIVE, TOCUMWAL NSW 2714 (Lot41//DP1118257)	O'HALLORAN PROPERTY SERVICE	MR JR THOMPSON AND MS JC VAN EYK	Approved 02-12-2021	\$ 32705.00	13	13	13
68/22/DA/D5	RESIDENTIAL STORAGE SHED	30 WALTER STREET, FINLEY NSW 2713 (Lot31//DP35186)	MR GM NORRIS	MR GM NORRIS	Approved 10-12-2021	\$ 25000.00	6	6	17
69/22/DA/D5	MODIFICATION TO EXISTING CARPORT AND SHED	8 HALEY COURT, TOCUMWAL NSW 2714 (Lot68//DP1070311)	MR MS AND MRS LM MCLEOD	MR MS MCLEOD AND MRS LM MCLEOD	Approved 14-12-2021	\$ 10000.00	19	19	19
70/22/DA/D1	BV DWELLING & ATTACHED GARAGE	95 NANGUNIA STREET, BAROOGA NSW 3644 (Lot11//DP787922)	REKLAW CONSTRUCTIONS PTY LTD	MR JD DREW AND MS ER WALKINGTON	Approved 22-12-2021	\$ 485000.00	25	25	25
71/22/DA/D1	BV DWELLING & ATTACHED GARAGE	59 HUGHES STREET, BAROOGA NSW 3644 (Lot5//DP1257753)	F & S MICCIO P/L	MS HA GILROY	Approved 01-12-2021	\$ 394000.00	9	9	9
18/22/CD/M5	INGROUND FIBREGLASS SWIMMING POOL	6-8 BUSHLANDS ROAD, TOCUMWAL NSW 2714 (Lot213//DP1054177)	POOLSIDE COBRAM	MR LS SAYERS AND MISS VM PINNELL	Approved 01-12-2021	\$ 47575.00	9	9	9
72/22/DA/D5	RESIDENTIAL STORAGE SHED	48 DAVIS STREET, BERRIGAN NSW 2712 (Lot12/Y/DP3041)	NICHOLAS BRADLEY	MR NS BRADLEY	Approved 09-12-2021	\$ 30000.00	13	13	13
75/22/DA/D5	RESIDENTIAL STORAGE SHED	33 EMILY STREET, TOCUMWAL NSW 2714 (Lot62//DP1256882)	BRYAN MCKENNA	MR BJ MCKENNA AND MS GM RYAN	Approved 10-12-2021	\$ 15000.00	0	0	10
78/22/DA/D1	BV DWELLING & ATTACHED GARAGE	49 MORRIS DRIVE, TOCUMWAL NSW 2714 (Lot33//DP270154)	J & R WARE BUILDERS	MR RC PYLE AND MRS MPV PYLE	Approved 09-12-2021	\$ 400000.00	5	5	5
79/22/DA/D5	PATIO	2/9 MALONE MEWS, FINLEY NSW 2713 (Lot2//SP98309)	APOLLO PATIOS	MS JA ALLAN	Approved 20-12-2021	\$ 18808.00	11	11	11
20/22/CD/PC	BV DWELLING &	10 CENTURION TRACK,	THE TRUSTEE FOR	MR TD CLARK	Approved	\$ 317956.00	Active	Total	Total

	ATTACHED GARAGE	TOCUMWAL NSW 2714 (Lot294//DP1115502)	W.B.C.S. FAMILY TRUST	AND MS RO MEFLEH	06-12-2021		0	0
81/22/DA/D5	CARPORT	115 JERILDERIE STREET, BERRIGAN NSW 2712 (Lot22/X/DP3041)	ANETTE BARBER	MS AG BARBER	Approved 06-12-2021	\$ 2800.00	Active 0	Total 0
22/22/CD/M5	ABOVEGROUND SWIMMING POOL	69 HENNESSY STREET, TOCUMWAL NSW 2714 (Lot5/9/DP758981)	JAMIE AND MELANIE HAYNES	MR JE HAYNES AND MRS MJ HAYNES	Approved 14-12-2021	\$ 2500.00	Active 3	Total 3
86/22/DA/D1	BV DWELLING & ATTACHED GARAGE	10 BEATRICE COURT, BAROOGA NSW 3644 (Lot30//DP1102913)	DOMENICO DEMARIA	MR D DEMARIA AND MS M PRONESTI	Approved 22-12-2021	\$ 420000.00	Active 0	Total 9
87/22/DA/D1	BV DWELLING & ATTACHED GARAGE	56 TESSIER DRIVE, TOCUMWAL NSW 2714 (Lot32//DP1250358)	METRICON HOMES	MS RA CORK	Approved 21-12-2021	\$ 308722.00	Active 7	Total 7
23/22/CD/M5	INGROUND FIBREGLASS SWIMMING POOL	33-34 KEOGH DRIVE, TOCUMWAL NSW 2714 (Lot39//DP1118257)	PAUL CORK	MR P AND MRS R CORK	Approved 14-12-2021	\$ 18900.00	Active 1	Total 1
24/22/CD/M5	ABOVEGROUND SWIMMING POOL	88 WOLLAMAI STREET, FINLEY NSW 2713 (Lot5//DP23948)	DANIEL JONES	MR DK JONES	Approved 22-12-2021	\$ 1500.00	Active 1	Total 1
25/22/CD/PC	BV DWELLING & ATTACHED GARAGE	6-12 ROBERTSON STREET, BERRIGAN NSW 2712 (Lot9/17/DP758097)	IMPACT BUILDING APPROVALS PTY LTD	MRS LJ GRAY	Approved 22-12-2021	\$ 393000.00	Active 0	Total 0

APPLICATIONS PENDING DETERMINATION AS AT 31/12/2021

Application No.	Date Lodged	Description	Property Location
119/20/DA/DM	21-02-2020	AMPHITHEATRE, FISHING PLATFORM & ACCESS TRACKS	DENILIKUIN STREET, TOCUMWAL NSW 2714 (Lot7002//DP1019579)
186/21/DA/D3	16-04-2021	MILK PROCESSING FACTORY	87-123 HAMILTON STREET, FINLEY NSW 2713 (Lot118//DP752299)
208/21/DA/D3	26-05-2021	INSTALLATION OF 68KL UNDERGROUND LP GAS TANK	94-104 DENILIKUIN ROAD, TOCUMWAL NSW 2714 (Lot117//DP752296)
224/21/DA/D3	30-06-2021	WATER TREATMENT PLANT	13 TUPPAL STREET, FINLEY NSW 2713 (Lot7008//DP1001696)
225/21/DA/D3	30-06-2021	WATER TREATMENT PLANT - BAROOGA	27-29 BUCHANANS ROAD, BAROOGA NSW 3644 (Lot322//DP626847)
17/22/DA/D3	29-08-2021	STORAGE SHED	12 HARLEY COURT, FINLEY NSW 2713 (Lot23//DP713898)
20/22/DA/D5	01-09-2021	RESIDENTIAL STORAGE SHED	11 RILEY COURT, TOCUMWAL NSW 2714 (Lot46//DP1054776)
24/22/DA/D9	03-09-2021	10 LOT SUBDIVISION	LAWSON DRIVE, BAROOGA NSW 3644 (Lot9//DP1150036)
51/22/DA/D2	13-10-2021	ADDITIONS TO EXISTING SERVICE STATION	37 VERMONT STREET, BAROOGA NSW 3644 (Lot1//SP41416)
54/22/DA/D5	19-10-2021	RESIDENTIAL STORAGE SHED	55 HAMPDEN STREET, FINLEY NSW 2713 (Lot15//DP238395)
60/22/DA/D6	01-11-2021	ADDITIONS TO DWELLING	18 DAWE AVENUE, FINLEY NSW 2713 (Lot17//DP247524)
17/22/CD/M4	04-11-2021	PERGOLA	90 BRUTON STREET, TOCUMWAL NSW 2714 (Lot1//DP1250358)
62/22/DA/D2	05-11-2021	REPLACEMENT SIGNAGE AT EXISTING SERVICE STATION	54-56 DENILIKUIN ROAD, TOCUMWAL NSW 2714 (Lot11//DP1161562)

64/22/DA/D5	11-11-2021	RESIDENTIAL STORAGE SHED	126 DENISON STREET, FINLEY NSW 2713 (Lot5//DP29248)
67/22/DA/D1	11-11-2021	BV DWELLING & ATTACHED GARAGE RURAL SHED & INGROUND FIBREGLASS POOL	BAROOGA-TOCUMWAL ROAD, BAROOGA NSW 3644 (Lot1//DP849528)
74/22/DA/DM	25-11-2021	SCHOOL BASED CHILD CARE FACILITY	28-30 JERILDERIE STREET, TOCUMWAL NSW 2714 (Lot6/21//DP758981)
19/22/CD/M1	26-11-2021	BV DWELLING & ATTACHED GARAGE	24 ANTHONY AVENUE, TOCUMWAL NSW 2714 (Lot58//DP1131677)
76/22/DA/D5	26-11-2021	RESIDENTIAL STORAGE SHED	66 HONNIBALL DRIVE, TOCUMWAL NSW 2714 (Lot3//DP1250417)
77/22/DA/D5	26-11-2021	RESIDENTIAL STORAGE SHED	68 TESSIER DRIVE, TOCUMWAL NSW 2714 (Lot26//DP1250358)
80/22/DA/D9	06-12-2021	4 LOT SUBDIVISION	29-35 KELLY STREET, TOCUMWAL NSW 2714 (Lot136//DP752296)
83/22/DA/D5	07-12-2021	CARPORT	90 WOLLAMAI STREET, FINLEY NSW 2713 (Lot6//DP23948)
85/22/DA/DO	09-12-2021	3 x SHADE SHELTERS	895 WOOLSHED ROAD, FINLEY NSW 2713 (Lot65//DP752285)
89/22/DA/DO	14-12-2021	RURAL SHED	OLD ADCOCKS ROAD, TOCUMWAL NSW 2714 (LotE//DP108419)
88/22/DA/D5	14-12-2021	RESIDENTIAL STORAGE SHED	4 BUSHLANDS ROAD, TOCUMWAL NSW 2714 (Lot541//DP1107605)
90/22/DA/D2	17-12-2021	STORAGE SHEDS	41-43 DEAN STREET, TOCUMWAL NSW 2714 (Lot1/3//DP6464)
91/22/DA/D5	21-12-2021	RESIDENTIAL STORAGE SHED	67 HUGHES STREET, BAROOGA NSW 3644 (Lot8//DP1257753)
93/22/DA/D1	22-12-2021	BV DWELLING & ATTACHED GARAGE	143-155 HAMILTON STREET, FINLEY NSW 2713 (Lot4//DP535621)
94/22/DA/D5	23-12-2021	RESIDENTIAL STORAGE SHED	48 CALAWAY STREET, TOCUMWAL NSW 2714 (Lot14//DP577805)
95/22/DA/D5	23-12-2021	RESIDENTIAL STORAGE SHED	4 PUTTER COURT, BAROOGA NSW 3644 (Lot110//DP1133352)

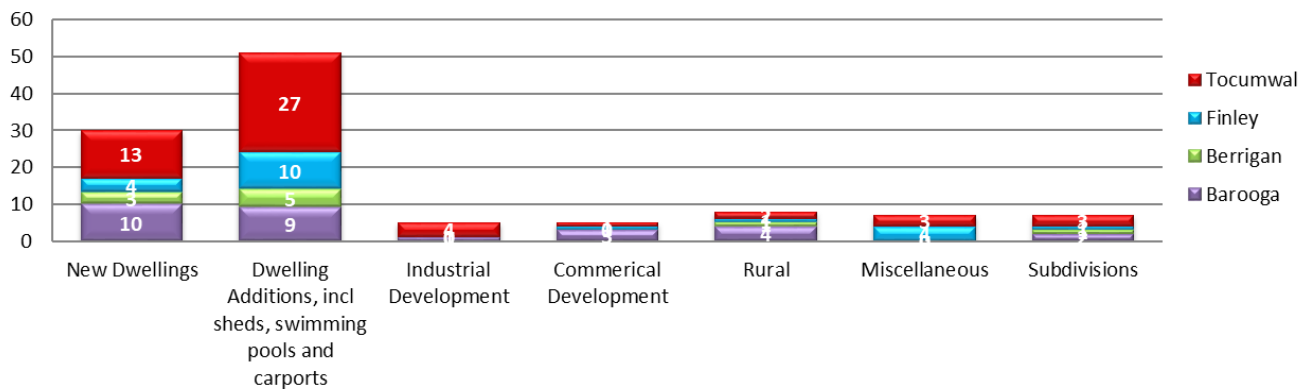
TOTAL APPLICATIONS DETERMINED / ISSUED (including modifications)

	This Month (Dec)	Year to Date	This Month's Value (Dec)	Year to Date Value
Development Applications (DA)	15	90	\$2,165,535	\$16,224,510
Construction Certificates (CC)	10	74	\$1,218,000	\$12,156,550
Complying Development Certificates (CDC)	6	23	\$781,431	\$2,763,088
Local Activity (s.68)	11	49	0	0

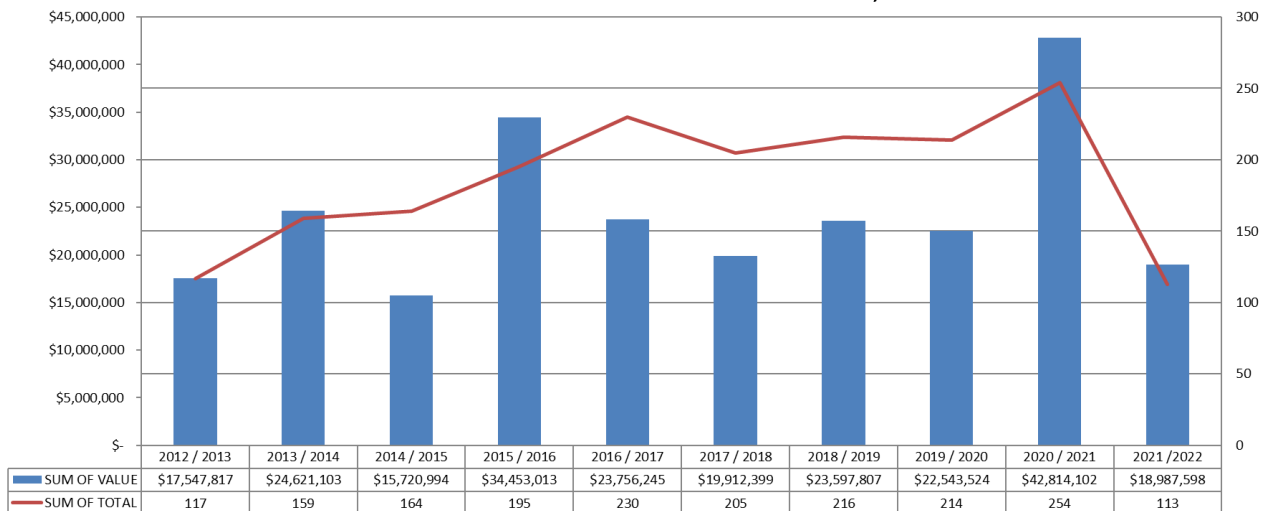
OTHER CERTIFICATES ISSUED FOR DECEMBER 2021

	s10.7(2) Planning Certificate		s10.7(5) Certificate		735A Certificate Outstanding Notices or Orders under LG Act 1993		s9.34 Certificate Outstanding Notices or Orders under EP&A Act 1979		s6.24 Building Certificate		Swimming Pool Certificate	
	DEC	Year Total	DEC	Year Total	DEC	Year Total	DEC	Year Total	DEC	Year Total	DEC	Year Total
BAROOGA	2	36	0	1	0	4	0	1	1	1	0	8
BERRIGAN	8	32	1	2	2	7	1	2	1	1	0	0
FINLEY	11	52	0	1	1	3	1	2	0	1	0	0
TOCUMWAL	15	72	0	3	0	2	0	0	0	1	0	6
TOTAL	36	192	1	7	3	16	2	5	2	4	0	14

DEVELOPMENT ACTIVITY 2021/2022 as at 31 December, 2021



DEVELOPMENT ACTIVITY as at 31 December, 2021





9. COMMITTEES

10. MAYOR'S REPORT

Recommendation: That the Mayor's Report be received.



11. DELEGATES REPORTS



12 BUSINESS ARISING

13. CLOSE OF MEETING