



Council Chambers,
BERRIGAN NSW 2712

Sir/Madam,

The Ordinary Meeting of the Council of the Shire of Berrigan will be held in the **Council Chambers**, Berrigan, on **Wednesday 15th May, 2019** when the following business will be submitted:-

9:00AM

Public Question Time

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

ROWAN PERKINS
GENERAL MANAGER

Items requiring Council Resolution



Council Meeting

Wednesday 15th May, 2019

BUSINESS PAPER

1. **APOLOGIES**
Cr John Bruce

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

3. **VISITORS ATTENDING MEETING**

4. **CONFIRMATION OF MINUTES**
RECOMMENDATION – that the Minutes of the meeting held in the Council Chambers on Wednesday 17th April, 2019 be confirmed.

- 5.1 **FINANCE - ACCOUNTS**
AUTHOR: Finance Manager
STRATEGIC OUTCOME: Good government
STRATEGIC OBJECTIVE: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

FILE NO: 12.066.1

RECOMMENDATION: - that the Financial Statement, Bank Reconciliation Certificate and Petty Cash Book made up to 30 April 2019, be received and

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Items requiring Council Resolution

that the accounts paid as per Warrant No. 04/19 totaling \$3,514,783.70 be confirmed.

REPORT:

- a) A Financial Statement covering all funds of the Council indicating the Bank Balances as at 30 April 2019, 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 April 2019.
- c) The Finance Manager certifies the Accounts, including the Petty Cash Book made up to 30 April 2019, totaling \$3,514,783.70 and will be submitted for confirmation of payment as per Warrant No. 04/19
- 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](#),
 - v. and
Third Party Investment requirements of the Office of Local Government Circular 06-70
- e) Cash and investments held by the Council have decreased in April 2019, as compared to March as expected, however the general trend is in line with the same period last year.

Overall, total funds held are expected to increase in May with the receipt of the fourth rates instalment, Financial Assistance Grant, as well as other grant funds (e.g. LIRS Subsidy, drought funding) prior to year-end. Large-scale projects continue to cause fluctuations in expenditure cash flows in the short term.

Items requiring Council Resolution

Statement of Bank Balances as at 30 APRIL 2019

Bank Account Reconciliation

Cash book balance as at 1 APRIL 2019	\$ 4,672,861.29
Receipts for APRIL 2019	\$ 2,088,587.62
Term Deposits Credited Back	\$ 2,000,000.00
	\$ 8,761,448.91

Less Payments Statement No 04/19

No Chq Payments	\$ -
Electronic Funds Transfer (EFT) payroll	\$ 540,485.90
Electronic Funds Transfer (EFT) Creditors E031282-E031459	\$ 954,208.09
Term Deposits Invested	\$ 2,000,000.00
Loan repayments, bank charges, etc	\$ 20,089.71
Total Payments for APRIL 2019	\$ 3,514,783.70
Cash Book Balance as at 30 APRIL 2019	\$ 5,246,665.21

Bank Statements as at 30 APRIL 2019

Plus Outstanding Deposits	\$ 5,245,651.16
Less Outstanding Cheques/Payments	\$ 1,014.05
	\$ -
Reconciliation Balance as at 30 APRIL 2019	\$ 5,246,665.21

INVESTMENT REGISTER

INSTITUTION	DEPOSIT NO.	TERM (days)	RATE	MATURITY DATE	INSTITUTION TOTAL
AMP	133/17	365	2.75%	28/05/2019	\$ 1,000,000.00
AMP	125/16	365	2.75%	5/06/2019	\$ 2,000,000.00
AMP	136/18	365	2.75%	17/10/2019	\$ 2,000,000.00
AMP	144/19	182	2.75%	23/09/2019	\$ 2,000,000.00
Goulburn Murray Credit Union	124/16	365	2.75%	15/05/2019	\$ 2,000,000.00
Bendigo Bank	141/18	365	2.55%	13/09/2019	\$ 2,000,000.00
Bendigo Bank	142/18	365	2.55%	26/09/2019	\$ 2,000,000.00
Central Murray Credit Union	126/16	365	2.70%	31/08/2019	\$ 2,000,000.00
Defence Bank Limited	106/14	365	2.90%	29/06/2019	\$ 2,000,000.00
Defence Bank Limited	138/18	365	2.85%	10/01/2020	\$ 2,000,000.00
Defence Bank Limited	102/14	364	2.75%	3/04/2020	\$ 2,000,000.00
ME Bank	132/17	212	2.83%	8/08/2019	\$ 2,000,000.00
ME Bank	140/18	365	2.83%	8/08/2019	\$ 1,000,000.00
G&C Mutual Bank	145/19	364	2.63%	6/04/2020	\$ 2,000,000.00
NAB	143/18	365	2.75%	19/11/2019	\$ 2,000,000.00
					\$ 28,000,000.00

Total Funds Held at 30 APRIL 2019

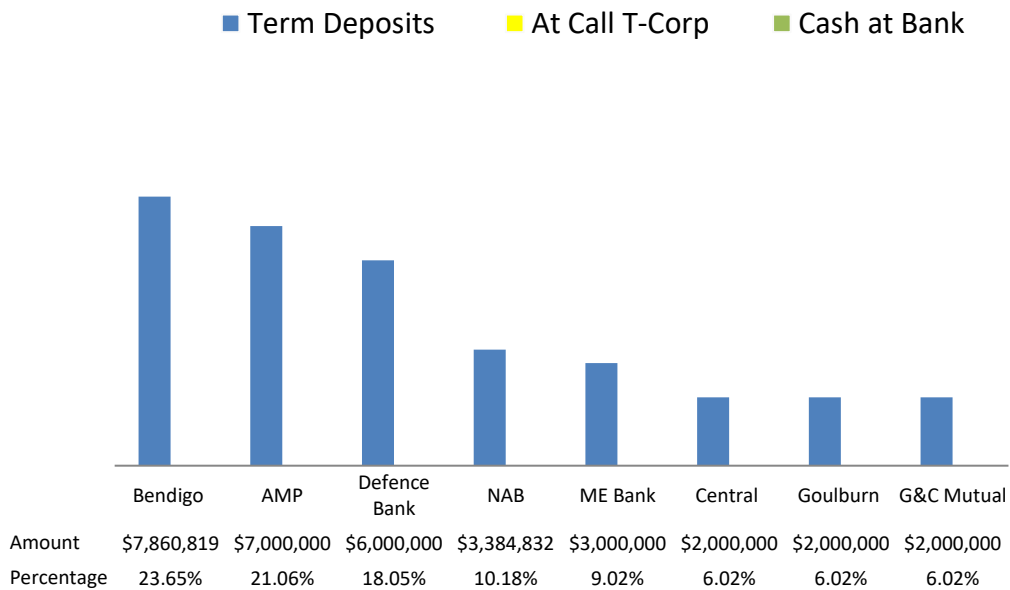
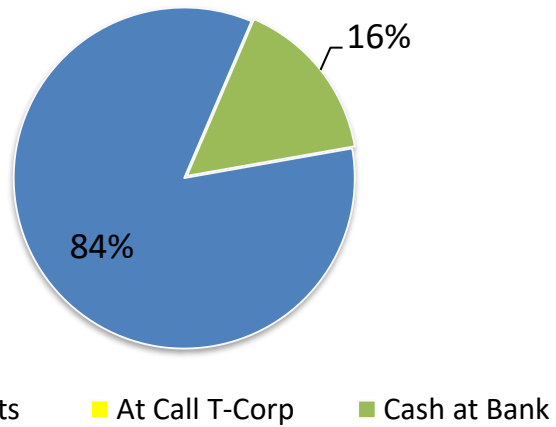
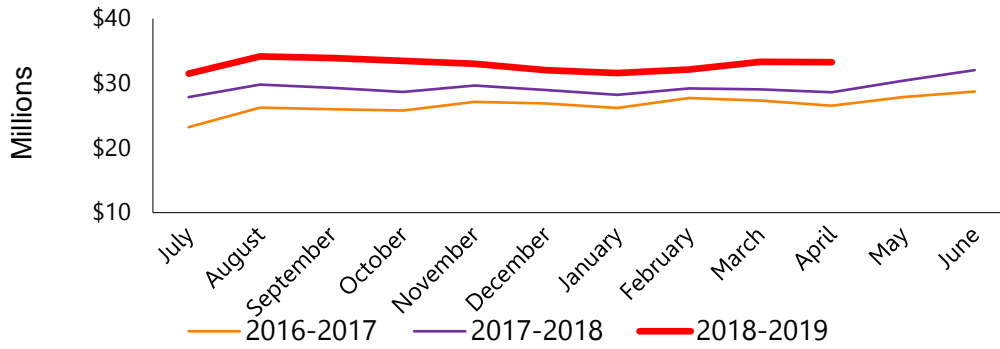
\$33,246,665.21

Carla von Brockhusen - Finance Manager

RESOLUTION

Items requiring Council Resolution

Total Cash and Investments



NON-RESOLUTION

Items requiring Council Resolution

Term Deposits Credited Back				
Prior Financial Institution	Term (Days)	Amount	Interest Rate	Maturity Date
DEFENCE BANK	365	\$ 2,000,000.00	2.80%	5/04/2019
WESTPAC (CURVES)	365	\$ 2,000,000.00	2.76%	8/04/2019

Term Deposits Invested / Reinvested				
Current Financial Institution	Term (Days)	Amount	Interest Rate	Maturity Date
DEFENCE BANK	364	\$ 2,000,000.00	2.75%	3/04/2020
G&C MUTUAL BANK	364	\$ 2,000,000.00	2.63%	8/04/2020

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Items requiring Council Resolution

5.2 WATER AND SEWER OPERATOR TRAINEESHIP

AUTHOR: Director Technical Services

STRATEGIC OUTCOME: Sustainable natural and built landscapes

STRATEGIC OBJECTIVE: 1.3 Connect and protect our communities

FILE NO: 22.178.5

RECOMMENDATION: That the Council make the following adjustments to its Organisational Chart:

1. Remove one Water and Sewer Operator position, and
2. Add one Water and Sewer Trainee position

REPORT:

A water and sewer operator has resigned, creating a vacancy to be filled.

Previous advertising campaigns for fully qualified water and sewer operators have been unsuccessful in attracting qualified individuals; therefore I recommend the Council seek a water and sewer trainee. Once the traineeship has been completed the successful individual will be classified as a fully qualified water and sewer operator.

The salary for the water and sewer trainee starts at Band 2 (\$45,352.95 - \$49,069.02) and increases as the operator gains the prescribed qualifications until the operator is fully qualified, at which time the salary will be that of a fully qualified water and sewer operator (currently Band 7 \$51,425.99 - \$55,938.98).

The change from an operator to a trainee will generate an initial saving to the Council – offset by the costs of providing training. It will also impact on the remaining staff in the Council's water and sewer function.

There may be an opportunity for assistance in funding the required training for this position under the NSW government's [Local Government Skills Strategy](#)

The current staffing levels for water and sewer are:

Qualified Operators –	5 (includes vacant position)
Unqualified Operators -	2 (one of which is pursuing qualification and the other nearing retirement)
Trainee Operators -	2

Items requiring Council Resolution

5.3 FINLEY RECREATION RESERVE**AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Supported and engaged communities**STRATEGIC OBJECTIVE:** 3.2 Support community engagement through life-long learning, culture and recreation**FILE NO:** 21.101.7**RECOMMENDATION:** That the Council include in its 2019/20 Operational Plan and budget an offer to the Finley Recreation Reserve Committee of Management of a \$10,000 grant and a \$10,000 loan in line with the provisions of the Council's Requests for Donations and Financial Assistance Policy.

REPORT:

The Finley Recreation Reserve Committee of Management have requested assistance from the Council to construct a media facility at Finley Recreation Reserve. A copy of their request is attached as **Appendix "A"**

Finley Football Netball Club (FFNC) is seeking to host the Murray Football Netball League (MFNL) Grand Final for a two-year period starting in 2019. MFNL have stipulated that the host ground has a media facility on site for the event.

The Committee have priced the cost of installing a media box at \$30,000. The committee have applied for a grant under the Crown Reserves Improvement Fund (CRIF) program to fund its construction however they are unlikely to know if their application will be successful until July or August this year.

On that basis, they are seeking Council support for a "One-third" grant under the Council's [Requests for Donations and Financial Assistance Policy](#) – i.e. the Committee would put in \$10,000 and borrow a further \$10,000 from the Council over a five year term and the Council would donate the remaining \$10,000.

This offer would only be taken up if the Committee's application under CRIF was unsuccessful. The Committee is seeking advice on Council support now so that they can progress quickly with construction and meet the Grand Final deadline if their grant application is unsuccessful.

This request has come to the Council late in the budget-setting process. All committees were asked earlier this year to submit requests for inclusion under the Council's Operational Plan and Budget by February 2019.

Items requiring Council Resolution

The new social and change rooms constructed by the Council included a space intended as a media area on the upper level. This area now has an alternate use.

RESOLUTION

Items requiring Council Resolution

5.4 CODE OF MEETING PRACTICE**AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting**FILE NO:** 13.044.1**RECOMMENDATION:** That the Council:

1. note that no submissions were received regarding the draft Berrigan Shire Code of Meeting Practice.
2. adopt the Berrigan Shire Code of Meeting Practice attached as Appendix "B"

REPORT:

In line with [clause 232 of the Local Government \(General\) Regulation 2005](#), the Council is required to adopt a Code of Meeting Practice based on the [Model Code of Meeting Practice](#) released by the Office of Local Government (OLG) on 14 December 2018. The Council is required to adopt a Code of Meeting Practice by 14 June 2019.

At its ordinary meeting held on 20 March 2019, the Council adopted a draft Code of Meeting Practice (the Code). The draft Code was placed on [public exhibition on the Council's website](#) and at the Council administration office until 23 April 2019 and the public invited to make submissions until 1 May 2019.

The Council received no submissions regarding the draft Code.

On this basis, the Council may now formally adopt the draft Code – attached as **Appendix "B"**

From 14 December 2019, Clause 5.19A of the new Code will oblige the Council to make audio recordings of its Council and Committee meetings and to make these recordings available on the Council's website. Council staff are still working on the technical requirements to meet this obligation.

Clauses 3.32 to 3.37 of the Code allow the General Manager to arrange pre-meeting briefing sessions for Councillors on the business to be considered at

Items requiring Council Resolution

the meeting. This has **not** been the normal practice of the Council previously. It may be an option for the Council to consider.

RESOLUTION

Items requiring Council Resolution

5.5 CODE OF CONDUCT**AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting**FILE NO:** 13.045.3**RECOMMENDATION:** That the Council:

1. Revoke its existing Code of Conduct and Procedures for the Administration of the Code of Conduct;
2. Adopt the Code of Conduct attached as Appendix “C”; and
3. Adopt the Procedures for the Administration of the Code of Conduct attached as Appendix “D”

REPORT:

The Office of Local Government (OLG) released a new Model Code of Conduct for Local Councils in NSW in December 2018. The new Model Code was developed as part of the review of the *Local Government Act 1993*. OLG also released the companion Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW.

All Councils in NSW are required to adopt a Code of Conduct and Procedures based on the new Model Code and Procedures by 14 June 2019.

Attached as **Appendix “C”** is a proposed Code of Conduct and attached as **Appendix “D”** are proposed Procedures for the Administration of the Code of Conduct for Berrigan Shire Council.

Both the proposed Code and the proposed Procedures are unchanged from the December 2018 Model Code and Procedures.

Changes

The major changes in the new Code of Conduct are:

- Incorporation of the pecuniary interest provisions previously contained in the Local Government Act 1993 and Regulation

Items requiring Council Resolution

- new standards relating to discrimination and harassment, bullying, work health and safety, behaviour at meetings, access to information and maintenance of council records
- new rules governing the acceptance of gifts including mandatory reporting
- a new ongoing disclosure requirement for councillors and designated persons requiring disclosure of new interests in returns of interests within three months of becoming aware of them
- Councillors will be required to disclose in their returns of interests whether they are a property developer or a close associate of a property developer

Councils may include supplementary provisions in their adopted codes of conduct and may also impose more onerous requirements than those prescribed under the Model Code of Conduct. However, councils must not dilute the standards prescribed in the Model Code of Conduct.

The Code of Conduct applies to all Council officials including Councillors, staff and members of Council committees of management. The Code of Conduct does not apply to Council volunteers who are **not** members of committees of management and contractors.

For some purposes – such as pecuniary interest obligations – the Code of Conduct may apply to people who provide advice to Council

Options

The Council has the following options

1. Adopt the new Code of Conduct and Procedures as written
2. Amend the new Code of Conduct and Procedures before adoption – noting that any amendment must not dilute the standards prescribed in the Model Code of Conduct.
3. Consider the new Code of Conduct and Procedures, along with proposed changes, at a later meeting. This would require the Council to hold an extraordinary meeting in order to meet the 14 June 2019 deadline.

Items requiring Council Resolution

5.6 RE-ESTABLISHMENT OF ALCOHOL-FREE ZONE - FINLEY**AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Supported and engaged communities**STRATEGIC OBJECTIVE:** 3.1 Create safe, friendly and accessible communities**FILE NO:** 24.128.14**RECOMMENDATION:** that the Council establish the following Alcohol Free zone in accordance with Section 644B(4) of the *Local Government Act 1993* for the period 1 July 2019 – 30 June 2023

REPORT:

At the ordinary meeting held on 17th April the Council resolved to re-establish AFZ's in the towns of Barooga, Berrigan and Tocumwal. Unfortunately the map for Finley was missing from this report and therefore not adopted – hence this report.

At its ordinary meeting held on **20 January 2019**, the Council adopted a draft proposal for the re-establishment of Alcohol-Free Zones in the commercial and residential areas of Barooga, Berrigan, Finley and Tocumwal.

The proposal set out the proposed AFZ areas and the process the Council must follow in re-establishing the AFZs. A summary of the process is shown on the diagram on the following page. The proposal was advertised on the Council's website and in local newspapers and the proposal was sent to all local police stations and liquor licencees.

The window for public submissions on the proposal closed on **29 March 2019**. The Council did not receive any formal submissions regarding the Finley proposal.

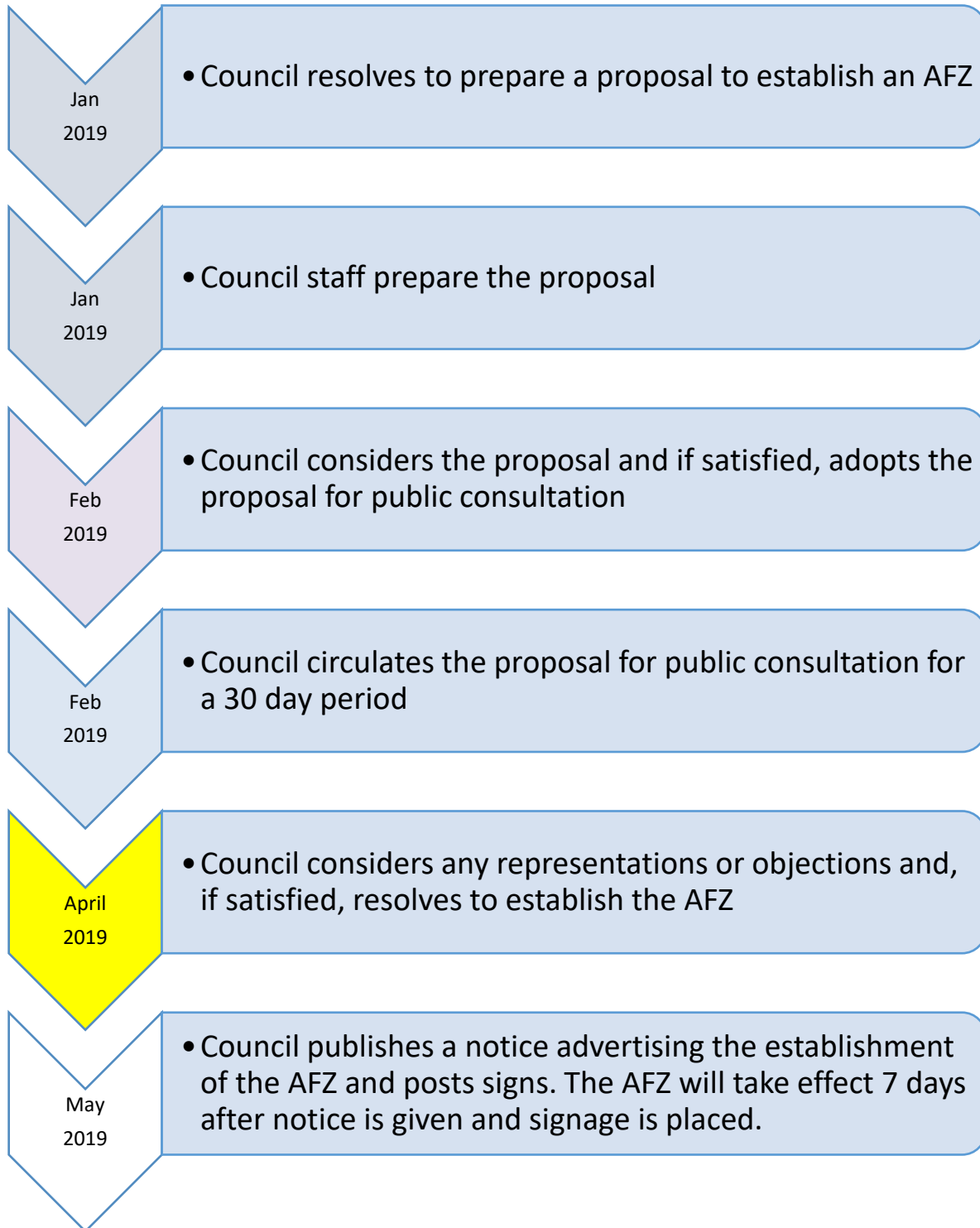
With the Council having received no objections to its proposal, the Council may now resolve to adopt the Finley AFZ. Once adopted, the Council will be required to advertise it on its website and in local newspapers and inform the local police and liquor licencees. The AFZ signs will be updated in the first week after the new AFZs take effect.

Items requiring Council Resolution

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Items requiring Council Resolution



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Items requiring Council Resolution

5.7 RAILWAY PARK AND LEWIS CRESCENT, FINLEY

AUTHOR: Strategic & Social Planning Coordinator

STRATEGIC OUTCOME: Supported and engaged communities

STRATEGIC OBJECTIVE: 3.1 Create safe, friendly and accessible communities

FILE NO: 21.101.16

RECOMMENDATION: That the Council:

1. Endorse for community consultation the draft for Community Consultation Concept Plan for Finley's Railway Park and Lewis Crescent Residential Development.
2. In accordance with the community engagement strategy outlined in this report seek feedback from the Finley community on the draft Concept Plan for Finley's Railway Park and Lewis Crescent Residential Development.

REPORT:

The Council engaged Landscape Architects LMLA to develop a draft concept plan for Finley's Railway Park and Lewis Crescent precinct. Appended as **Appendix "E"** is an executive summary of a Draft for Community Consultation Concept Plan' for Finley's Railway Park and Lewis Crescent Residential Development.

The concept plan for Railway Park and Lewis Crescent Residential Development incorporates: Railway Park, the Lewis Crescent Residential Development, the Southern Detention area and streetscape works in Pinnuck Street, formerly Warmatta Street. It is a project designed to strengthen pedestrian and cyclist links between the Railway Park and Lewis Crescent precinct, the Central Business District, adjacent existing residential areas and a new residential development. While also addressing issues related to the difficulty the Council and Railway Park volunteers have experienced establishing trees in Railway Park.

While Council Officers have some reservations about the extensive works proposed in the concept plan as a solution to the challenges that have been experienced establishing trees in Railway Park – Council Officers nonetheless believe that feedback from the Finley community is essential to determine the extent of community support.

Items requiring Council Resolution

The target audience for community consultation is the broader Finley community: residents and local business. To be conducted over a 4 – week period (June 2019) it is proposed that A1 size copies of the overall concept plan for the project be displayed in a Murray Street shop front. Comment on the draft concept plans will be invited from Finley residents and business owners who provide feedback by:

- Attending a street stall meeting to be held in Finley
- Writing to the Council or
- Participating in online survey

Copies of the full plan will also be available at Council Libraries, the Council Chambers and the Council's website.

RESOLUTION

 Items requiring Council Resolution

5.8 INFORMATION AND COMMUNICATION TECHNOLOGY STRATEGY 2019-2024

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Good government

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

FILE NO: 17.048.1

RECOMMENDATION: That the Council:

1. Revoke the Information and Communications Technology Strategy 2014-2018
2. Adopt the Information and Communications Technology Strategy 2019-2024 attached as Appendix "F"

REPORT:

Attached as **Appendix "F"** is the proposed Information and Communications Technology (ICT) Strategy 2019-2024. The proposed strategy has been prepared by the Council's Information Technology Officer to replace the existing strategy which expired in 2018.

The proposed strategy has been prepared to set the strategic direction for the Council's Information Technology function for the next five years. It both draws from and feeds into the Council's overall suite of Integrated Planning and Reporting (IP&R) plans.

While previous strategies have focused on rolling out new hardware and software, the proposed strategy has a much heavier focus on data and network security. This focus results from the NSW Audit Office and the NSW Office of the Government Chief Information Security Officer (GCISO) both looking for NSW government agencies to take concrete steps to improve security.

This is the first time the Council has been asked to adopt the ICT strategy by resolution. Again, this reflects the NSW Audit Office's desire to see the governing board of NSW government agencies – like Councils – take an active role in overseeing the security and integrity of the data it holds.

Items requiring Council Resolution

5.9 OUTDOOR DINING AND FOOTPATH TRADING**AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Diverse and resilient business**STRATEGIC OBJECTIVE:** 4.1 Strengthen and diversify the local economy and invest in local job creation and innovation**FILE NO:** 28.167.7**RECOMMENDATION:** That the Council:

1. adopt the Outdoor Dining and Footpath Trading as a draft attached as Appendix “G”;
2. place the draft Policy on public exhibition and seek submissions from the public for a minimum of 28 days; and
3. consider the Policy, along with any submissions received, at its meeting on 17 July 2019.

REPORT:

After considering a presentation at its Corporate Workshop in February 2018, the Council resolved to review its Outdoor Dining and Footpath Policy with the intent of deregulating and liberalising use of the footpath for commercial activities.

To this end, Council staff have prepared a draft version of a revised Outdoor Dining and Footpath Policy – included at the end of this report.

The revised policy is designed to replace [the Council's existing policy](#), first adopted in 2009 and last reviewed in 2015 and is attached as **Appendix “G”**.

The existing policy was designed first and foremost to address risk and accessibility issues and was written on a “compliance” basis – i.e. only the specific activities identified in the policy are permitted. It also required traders to actively seek a permit from the Council before using the footpath.

The proposed revised policy is designed to encourage and support trading on Council footpaths, subject to meeting basic risk and access requirements. It has been written on a “deemed approval” basis – i.e. traders are deemed to have approval for their activities on Council footpaths, subject to staying within the guiding principles of the policy. No permit is required and no application need be made.

Items requiring Council Resolution

In the spirit of the liberalising and deregulatory approach, the requirements of the policy have been kept to 7 basic principles:

1. Take a common sense approach
2. Maintain pedestrian access
3. Be considerate of your neighbour
4. Maintain adequate insurance cover
5. Handle food safely
6. Keep signs and boards to within a maximum size and number
7. Keep the footpath safe and secure, before, during and after business hours.

The policy does not remove any requirements of other agencies such as the Office of Liquor Gaming and Racing and Roads and Maritime Services.

While moving from a compliance and permit-based system to a deemed approval system is designed to encourage commercial use, it has the potential to create some risks for the Council – i.e. non-compliance with the policy may impact on residents, visitors, other businesses and the Council. Further, enforcement may become somewhat more difficult without the “bright line” approach in the existing policy.

To assist in addressing these concerns, once this policy is adopted Council staff will develop some “best practice” guidelines for footpath trading. The guidelines won’t stipulate what will or will not be permitted, they will provide advice about what is likely to be suitable.

As well as placing the draft revised policy on public display, it may be worthwhile consulting directly with the local business chambers and disability support groups.

Items requiring Council Resolution

5.10 DEBT MANAGEMENT AND HARDSHIP POLICY

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Good government

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

FILE NO: 12.049.1

RECOMMENDATION: That the Council:

- revoke its [Financial Hardship Policy adopted on 17 March 2017](#);
- revoke its [Financial Hardship – Loose Fill Asbestos Policy](#) adopted on 18 May 2016;
- adopt the Debt Management and Hardship policy below:

RESOLUTION

Items requiring Council Resolution



Policy

96. DEBT MANAGEMENT AND HARDSHIP

Version 01

File Reference No: 12.049.1

Strategic Outcome: Good government

Date of Adoption: 17/04/2019

Date for Review: 21/07/2021

Responsible Officer: Director Corporate Services

1. POLICY STATEMENT

This Policy recognises that at times and due to exceptional circumstances, ratepayers may encounter difficulty in paying their rates and charges. *The Local Government Act 1993* (The Act) allows Council to provide a range of measures to assist ratepayers.

This policy prescribes the procedures to be followed in providing assistance to ratepayers and debtors who are failing to pay rate instalments or are suffering genuine financial hardship with the payment of their rates and/or charges.

2. PURPOSE

To provide guidance and processes for the provision of assistance to ratepayers who are experiencing genuine financial hardship with the payment of their rates and/or charges.

Council aim to:

- provide a decision making framework for the appropriate assessment of all arrangements and financial hardship applications;
- provide ratepayers with assistance and options to pay their accounts in a timely and acceptable manner;
- provide equitable treatment to all members of the community; and
- maintain legislative compliance

Items requiring Council Resolution



Policy

3. SCOPE

This policy applies to all debts and claims owed to Berrigan Shire Council.

4. OBJECTIVE

This policy is developed to assist the Council with Delivery Plan Objective 2.2.2.3.

2.2.2.3 Coordinate Council Investments, financial management, financial operations and processing.

5. DEFINITIONS

Rates and charges: Those charges levied annually on a property, these include General Rate (based on unimproved value of land), Water Access, Sewer Access, Pedestal (if applicable), On Site Sewer Maintenance (if applicable), Waste Services and Storm water Management Service

Rate Instalment: The portion of the annual rates and charges due and payable on a quarterly basis, at the end of August, November, February and May respectively.

6. POLICY IMPLEMENTATION

6.1 Guidelines

Council must follow the guidelines below when considering all debt management and hardship matters

- Treat all people fairly and consistently under this policy.
- Consider all matters relating to this policy with complete confidentiality.
- Treat people with respect and compassion in considering their circumstances.

6.2 Support services

The Council will maintain a list of relevant support services and their contact details. It will actively make this list available to ratepayers and debtors subject to legal action under the Council's debt management and hardship procedures.

Items requiring Council Resolution



Policy

The list of support services will contain at a minimum:

1. Financial advice and counselling
2. Legal aid
3. Community Legal Centres

6.3 Debt Recovery

Action 3.4 identified in the Council's [Financial Strategy 2016](#) states:

Continue to actively recover outstanding rates debt as identified in the Council's Revenue Policy.

Council rely significantly on funds generated from rates and charges to support its operations on behalf of its community. In the interests of fairness, all ratepayers and debtors are expected to pay levied rates and charges

To this end, there is a need for Council to have fair, flexible and efficient debt recovery processes in place, to ensure that it retains the financial capacity and freedom to continue to deliver a high quality service to its community.

Debt Recovery action is carried out in line with provisions of the *Local Government Act 1993* and Office of Local Government Debt Management Guidelines 2018.

6.3.1 Process – Rates and charges

It is recognized and accepted by Council that some ratepayers and debtors for a variety of reasons may fall behind in payment of their Rate Instalments. It is the preference of Council to make arrangements with ratepayers by either:

- By arrangement between Council and ratepayer to have outstanding balances paid up to date as soon as practicable
- By arrangement between Debt Recovery Specialist and ratepayer to have outstanding balances paid up to date as soon as practicable

Suitable arrangements negate the need to enter the formal debt recovery and subsequent court process. The court process can be costly and add significant fees to already overdue Rates and Charges balances.

Council outsource debt collection to a professional debt recovery specialist and work closely with the company to ensure only the minimal legal action is taken to recover outstanding balances.

Items requiring Council Resolution



Policy

The process and timeframes followed by Council for debt recovery for rates and charges is shown as **Appendix 1** to this policy.

Council will have

6.3.2 Process – Other debts

Debts other than rates and charges will be payable to the Council from time to time. This may include payments to the Council in its regulatory role as well as payments to the Council for services provided on commercial terms.

Debts incurred for contributions to road, footpath and kerb and gutter works as per the *Roads Act 1993* – i.e. Half-cost schemes – will be managed in line with the Council's adopted Contributory Footpath and Kerb and Gutter Schemes Policy

With most other debts, Council will restrict the availability of credit as per its Commercial Credit Policy. Where credit terms are offered, recovery of these amounts from debtors will be largely consistent with the procedure followed for rates and charges debt.

Debt of this nature may be written off by Council staff in line with delegated authority if it is not commercially viable to collect.

6.3.3 Arrangements

At any stage in the debt collection process, the Council actively encourage ratepayers with outstanding balances to enter into payment arrangements.

On entering a payment agreement Council and the Ratepayer will agree a fair and reasonable amount which will pay outstanding monies owed in a timely manner.

Each arrangement will be individually tailored making allowances for ongoing living expenses and the Ratepayers personal circumstances.

Arrangements are contingent on the ratepayer communicating with Council and acting in good faith to meet the terms of the arrangement. If the Council does not consider the terms of the arrangement are being followed, the arrangement will be terminated and the standard debt recovery process will continue where it was left off.

6.4 Hardship

6.4.1 Hardship provisions in legislation

The *Local Government Act 1993* contains the following specific hardship provisions:

Items requiring Council Resolution



Policy

Section 564 provides for Council to accept payment of rates and charges due and payable by a person in accordance with an agreement made with the person and also to write off or reduce interest accrued on Rates and Charges if the person complies with the agreement.

Section 567 provides for council to write off accrued interest on rates or charges payable by a person if, in Council's opinion the reasons that the person was unable to pay the rates or charges when they became due and payable were beyond the person's control, or that the person is unable to pay the accrued interest for reasons beyond their control, or that the payment of the accrued interest would cause the person hardship.

Section 582 as amended, provides for Council to waive or reduce rates, charges and interest due by any person prescribed by regulations who is in receipt of a pension, benefit or allowance under the Social Security Act 1991 of the Commonwealth.

Section 601 provides for ratepayers who incur a rate increase in the first year following a revaluation of land values to apply to Council for a rate relief if the increase in the amount of rates payable would cause them to experience substantial hardship. In such circumstances Council has the discretion to defer payments or waive interest.

6.4.2 Applications

There are two types of financial hardship; ongoing and temporary. Depending on the type of hardship being experienced, individuals will have different needs which will require an amount of flexibility to reach a solution.

Consideration will be given to cases of hardship only on the following grounds;

1. **Death/Terminal Illness** – consideration will be given to waiving of interest on rate and water accounts for a specific term.
2. **Temporary Illness / Serious Accidents** – consideration will be given to waiving interest on rate and water accounts for a specific term.
3. **Financial Hardship** – (extenuating circumstances) beyond control of the ratepayer.
4. **Unemployment** – this policy does not deem unemployment and consequent loss of income as automatic or entirely sufficient to support a claim for hardship; it will however be a consideration in the context of structuring a hardship payment plan. The debt obligation plus interest remains with the debtor, however their situation is assisted by way of a plan which is structured through consultation to recognize the financial constraints exist.

Items requiring Council Resolution



Policy

5. **Natural Disasters** – (bushfire, flooding, drought) – consideration will be given to waiving interest for rates and water accounts for a specific term.
6. **Valuation Changes** – Under s.601 of the Act which relates to Hardship resulting from certain valuation changes, Council has discretion to defer the payment of the whole or any part of the increase in the amount of the rate payable by the ratepayer, for such period and subject to such conditions as it thinks fit.

Ratepayers seeking assistance under this Policy are to submit an application using the attached form outlining their particular circumstances. The application will be reviewed by the Revenue Coordinator and Finance Manager with the final approval agreed by the Director of Corporate Services.

A final determination will be assessed in line with the financial information provided by the applicant. The applicant will be expected to submit sufficient financial information to allow the Council to make a determination on merit.

All applications for hardship caused through revaluation must be received within one (1) month of the due date for payment of the first instalment notice where the new valuation has taken effect.

6.4.3 Conditions

The following conditions apply to all financial hardship concessions

1. All mutually acceptable repayment schedules will have a maximum 24 month term. A further application for hardship consideration may be made after this period.
2. All repayment schedules are regularly reviewed particularly at end of each quarter and upon raising of further rates and charges.
3. All future rates and charges raised against the property are due and payable on the due dates.
4. Interest will be raised and then written off where a repayment schedule is adhered to and the arrangement provides for accrued interest to be waived.
5. Where a scheduled repayment default occurs, interest will be calculated and levied from the date of the last payment made in accordance with the repayment schedule. The ratepayer will be contacted in regard to the repayment default.

Items requiring Council Resolution



Policy

6.4.4 Cancellation

A concession made under hardship may be cancelled for the following reasons;

1. Failure to comply with agreed payment plan
2. No longer own the land
3. Advice to Council that financial hardship no longer exists
4. Provision of false and misleading evidence of financial hardship to council.

6.4.5 Reporting

The Revenue Coordinator will maintain a register of all hardship applications received by Council, including their outcome

Reports to Council will be provided on a quarterly basis outlining the shortfall in Council income as a result of assistance provided under this policy.

7. RELATED LEGISLATION, POLICIES AND STRATEGIES

7.1 Legislation, Regulation and external standards

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- *Privacy and Personal Information Act 1998*
- *Office of Local Government – Debt Management Guidelines 2018*

7.2 Council policies and procedures

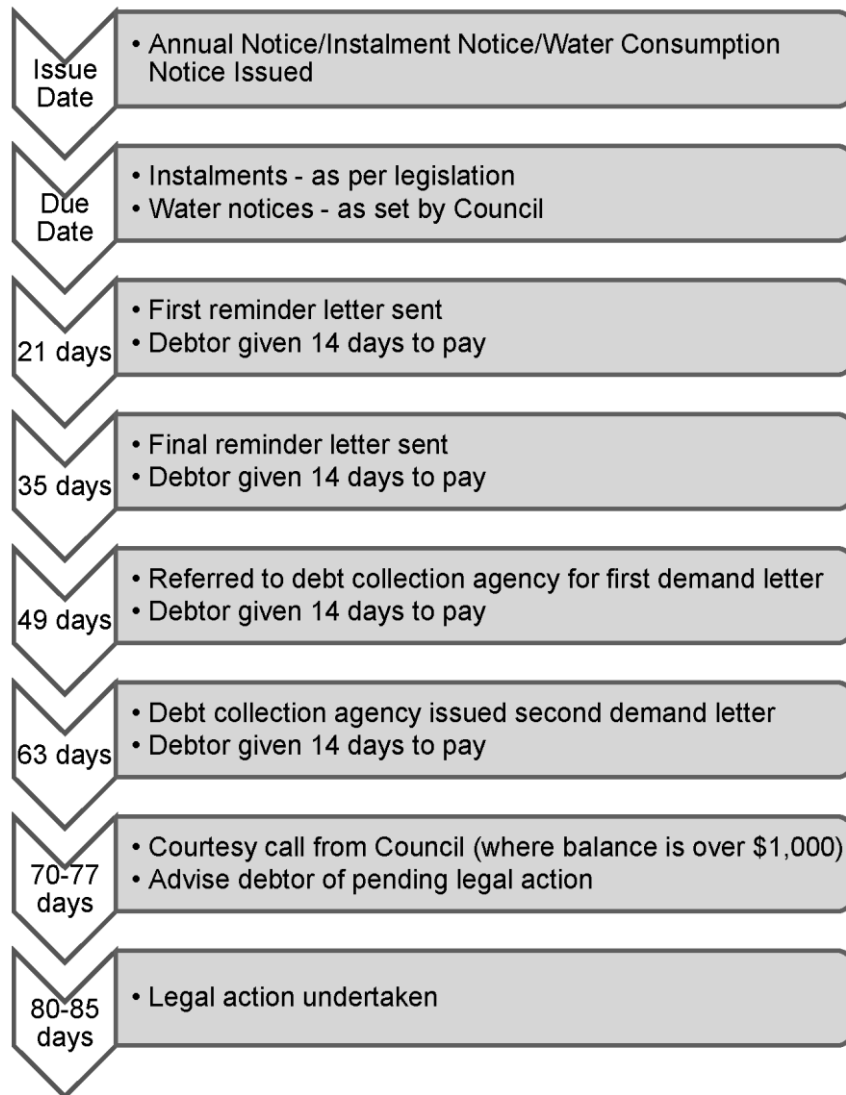
- Code of Conduct
- Financial Strategy
- Revenue Policy
- Privacy Management Plan
- Pensioner Concession Policy
- Financial Hardship – Loose Fill Asbestos Policy
- Contributory Footpath and Kerb and Gutter Schemes Policy
- Commercial Credit Policy

Items requiring Council Resolution



Policy

APPENDIX 1 – DEBT COLLECTION TIMEFRAME – RATES AND CHARGES



R E M I N D E R

Items requiring Council Resolution

REPORT:

The Office of Local Government (OLG) released its [Debt Management and Hardship Guidelines](#) in November 2018 as part of the NSW government's Civil Justice Strategy.

The Guidelines were issued under [section 23A of the Local Government Act 1993](#) requiring all Councils in NSW to take them into account when developing and implementing debt management and hardship policies and procedures.

While the Council's debt management procedures were largely in line with the Guidelines, it was a prompt for the Council to review and document these procedures. The proposed Debt Management and Hardship Policy is the result of this review.

Previously, the Council's policy for debt management was included in its Statement of Revenue Policy. The Council's existing policies relating to Financial Hardship have also been rolled up into this proposed policy.

The Council's existing debt management process has been very efficient with debt collection rates among the best in NSW while maintaining procedural fairness and demonstrating compassion and empathy where required and the proposed policy has been designed to continue this approach.

Items requiring Council Resolution

5.11 MURRAY DARLING ASSOCIATION REQUEST FOR SUPPORT**AUTHOR:** General Manager**STRATEGIC OUTCOME:** Sustainable natural and built landscapes**STRATEGIC OBJECTIVE:** 1.1 Support sustainable use of our natural resources and built landscapes**FILE NO:** 11.106.2**RECOMMENDATION:** the direction of the Council is sought**REPORT:**

The Chair of the Murray Darling Association (MDA) Region 2, Cr Peter Mansfield, has written to the Council asking it to support the MDA in its push to secure funding from the Federal Government of \$4.3m over five years.

The purpose of the funding is the *“delivery of an enduring mechanism to fill the gap between government policy, agency activity and on-ground delivery of the Murray Darling Basin Plan that is in its final 4 years of implementation, the funding through the MDA will ensure that:*

- *Stakeholder engagement is co-ordinated, genuine and effective;*
- *Supply projects are delivered efficiently, effectively and with community support;*
- *The Basin Plan is implemented in the most timely and effective manner.”*

Representatives of the MDA have met with both sides of government with indications of support but no funding commitment.

The Council could support the proposal through lobbying relevant Ministers and local members however the merits of requesting the implementing body to fund a program that inherently works against it must be questioned. There is an underlying threat that future funding would be used, by the provider, as a tool to ensure that its aims and objectives are achieved rather than those of the recipient.

For discussion.

Items requiring Council Resolution

5.12 T13/18/19 CONSTRUCTION OF TOCUMWAL WALKING TRACK**AUTHOR:** Project Manager**STRATEGIC OUTCOME:** Sustainable natural and built landscapes**STRATEGIC OBJECTIVE:** 1.1 Support sustainable use of our natural resources and built landscapes**FILE NO:** T13/18/19**RECOMMENDATION:** that the General Manager:

1. accept the tender submission from Fenhill Pty Ltd to construct the Tocumwal Walking Track for a contact sum of \$168,706.05;
2. sign and seal all documents related to the contract; and
3. appoint the Director of Technical Services as the Contract Superintendent.

REPORT:

This tender is for T13/18/19 Construction of the Tocumwal Walking Track.

This tender is a part of the Stronger Country Community Fund 1 grant for the extension of the walking path network at Tocumwal.

The contract is a lump sum contract.

The total value of the contract based on tender price is **\$168,706.05** inclusive of GST.

The budget for the project is \$180,500.

Tenders closed at 2:00pm Wednesday 24th April, 2019 and at the time of closing a total of 2 submissions were received.

The two submissions received were from the following organisations in the order of opening:

**O'LOUGHLINS EXCAVATIONS
FENHILL PTY LTD**

Items requiring Council Resolution

Panel Membership

The submissions were evaluated by the following staff in accordance with the Council's adopted Tender Evaluation policy:

Matthew Clarke	Director of Technical Services
Fred Exton	Executive Engineer
Nathan O'Connell	Project Manager

Consideration of the Tenders

Each tender was evaluated in accordance with the evaluation criteria set out below:

Criteria	Highest Possible Score	Weighting
1. Price	4	5
2. Compliance with Specification	4	5
3. Track Record	4	3
4. Quality Systems	4	2
5. Availability of Appropriate Skills & Resources	4	2
6. Work Health & Safety Considerations	4	3

A summary of each tender evaluation by the tender assessment panel is provided in the confidential section of this agenda.

Summary

Based on the evaluation criteria, the tender assessment panel has selected the tender submission of Fenhill Pty Ltd as the preferred tender.

Supervisor

The superintendent of the contract will be the Director of Technical Services and the superintendent's representative will be the Project Manager.

Items requiring Council Resolution

5.13 T16/18/19 DESIGN AND CONSTRUCTION OF BAROOGA WATER PLAY AREA**AUTHOR:** Project Manager**STRATEGIC OUTCOME:** Sustainable natural and built landscapes**STRATEGIC OBJECTIVE:** 1.1 Support sustainable use of our natural resources and built landscapes**FILE NO:** T16/18/19**RECOMMENDATION:** that the General Manager:

1. accept the tender submission from Water Feature by Design to construct the Water Play Area in accordance with the design specifications for a contact sum of \$242,660.00;
2. sign and seal all documents related to the contract; and
3. appoint the Director of Technical Services as the Contract Superintendent.

REPORT:

This tender is for T16/18/19 Design & Construction of the Barooga Water Play Area.

This tender is a part of the Stronger Country Community Fund 2 grant for the development and expansion of the adventure-style playground in Barooga.

The contract is a lump sum contract.

The total value of the contract based on tender price is **\$242,660.00** inclusive of GST.

Tenders closed at 2:00pm Wednesday 1st May, 2019 and at the time of closing a total of 1 submission was received.

The one and only submission received was from the following organisation:

WATER FEATURES BY DESIGN

Items requiring Council Resolution

Panel Membership

The submissions were evaluated by the following staff in accordance with the Councils adopted Tender Evaluation policy:

Matthew Clarke	Director of Technical Services
Fred Exton	Executive Engineer
Nathan O'Connell	Project Manager

Consideration of the Tenders

Although only one tender was received it was evaluated in accordance with the evaluation criteria set out below:

Criteria	Highest Possible Score	Weighting
1. Price	4	5
2. Compliance with Specification	4	5
3. Track Record	4	3
4. Quality Systems	4	3
5. Availability of Appropriate Skills & Resources	4	2
6. Work Health & Safety Considerations	4	4
7. Community Economic Benefit	4	3

A summary of the tender evaluation by the tender assessment panel is provided in the confidential section of this agenda.

Summary

Based on the evaluation criteria, the tender assessment panel is of the opinion that the tender submission of Water Features by Design represents good value for Council and recommends that they be accepted as the preferred tenderer.

The tendered price of \$242,660 is significantly greater than the \$126,490 included in the original project estimate, however, it is manageable amount within the global budget for the project due to savings in other areas. A copy

Items requiring Council Resolution

of the current cost breakdown is included in the attached spreadsheet as **Appendix "H"**

Supervisor

The superintendent of the contract will be the Director of Technical Services and the superintendent's representative will be the Project Manager.

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Items requiring Council Resolution

5.14 DRAFT INTEGRATED PLANS**AUTHOR:** Strategic & Social Planning Coordinator**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting**FILE NO:** 04.121.4**RECOMMENDATION:** that the Council review and endorse for public exhibition and comment for the period of 16 May 2019 to 13 June 2019 its:

- Review of the Long Term Financial Management Plan 2019 -2029 (Appendix "I")
- Review of Asset Management Strategy 2019 – 2029 (Appendix "J")
- Review of Workforce Development Plan 2019 – 2023 (Appendix "K")
- Review of Delivery Program 2017 – 2021 (Appendix "L")
- Draft Annual Operation Plan 2019/20 (Appendix "M")
- Draft Revenue Policy included in the Draft Operational Plan 2019/20 (Appendix "M")

REPORT:

At the Council's Ordinary Council Meeting 21 November 2018, the Council resolved that Council staff would present to the Council for endorsement and public exhibition and comment:

- Reviewed Long Term Financial Management Plan 2019 -2029
- Reviewed Asset Management Strategy 2019 – 2029
- Reviewed Workforce Development Plan 2019 – 2023
- Reviewed Delivery Program 2017 – 2021
- Draft Operational Plan 2019 – 2020 inclusive of:
Draft Rating and Revenue Policy 2019 – 2020); and
Draft Fees and Charges 2019 – 2020 the latter item presented to Council in a separate report to the Council Corporate Services Committee Meeting held 3 April 2019.

Items requiring Council Resolution

The appended Draft Operational Plan 2019/20 includes several new actions discussed at the Council's Corporate Workshop including:

- Installation at the Collie Park, Barooga of shelter and seating;
- An audit of access issues at public toilets;
- The development of a Master Plan for the Finley Showgrounds;
- Redevelopment and upgrade of the Barooga and Finley Water Treatment Plants; and
- Additional works at the Finley Saleyards

The Draft Operational Plan 2019/120 also includes summary commentary on the Council's draft budget, the draft budget and the detail of the draft Capital Works budget.

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Items requiring Council Resolution

5.15 MARCH QUARTER REVIEW

AUTHOR: Strategic & Social Planning Coordinator

STRATEGIC OUTCOME: Good government

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

FILE NO: 04.121.6

RECOMMENDATION: that the Council note the March 2019 Quarterly Review of the Annual Operational Plan 2018/19 circulated as Appendix “N”

REPORT:

Circulated with this Agenda as **Appendix “N”** is the third quarter review of the Council’s *Annual Operational Plan 2018/19*.

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

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

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

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

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

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Items requiring Council Resolution

1. A percentage target for each *Delivery Program, Annual Operational Plan* objective and or *Operational Plan* action – usually 100% though in some instances where it is reasonable to assume a degree of ‘slippage’: (i.e.: seasonality; carryover from previous years and or carry forward as is the case for ongoing capital works) the full year performance target may be lower
2. A Year to Date (YTD) assessment by the responsible Council Officer of progress toward completion and or the achievement of the set target
3. Comments from the Responsible Council Officer highlighting service achievements and or the challenges relevant to the Council operation reported and its status.

The following table provides a summary by strategic outcome and the year to date the status of the Council’s 2018/19 Annual Operational Plan actions.

	Complete d	On target	Not on target	Past Due	Deferred / Not due to start	Total
Sustainable natural and built landscapes	5	10	1	1	1	18
Good government	-	14	-	2	-	16
Supported and engaged communities	-	14	-	-	-	14
Diverse and resilient business	-	16	-	-	1	17

Items requiring Council Resolution

**5.16 T14/18/19 CONSTRUCTION AND
REFURBISHMENT OF THE FINLEY SCHOOL
OF ARTS****AUTHOR:** Director Corporate Services and Project Manager**STRATEGIC OUTCOME:** Sustainable natural and built landscapes**STRATEGIC OBJECTIVE:** 1.1 Support sustainable use of our natural
resources and built landscapes**FILE NO:** T14/18/19**RECOMMENDATION:** the direction of the Council is sought

REPORT:

This tender is for T14/18/19 Construction and Refurbishment of the Finley School of Arts.

The tender is a quality assured, lump sum contract.

The total value of the contract based on tender price is **\$629,580.47** inclusive of GST.

Tenders closed at 2:00pm Wednesday 1st May, 2019 and at the time of closing a total of 2 submissions were received.

The two submissions received were from the following organisations in the order of opening:

ULTRA PROJECT SERVICES PTY LTD

ADAPTIVE INTERIORS

Panel Membership

The submissions were evaluated by the following staff in accordance with the Councils adopted Tender Evaluation policy:

Matthew Clarke	Director of Technical Services
Fred Exton	Executive Engineer
Nathan O'Connell	Project Manager

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Items requiring Council Resolution

Consideration of the Tenders

Each tender was evaluated in accordance with the evaluation criteria set out below:

Criteria	Highest Possible Score	Weighting
1. Price	4	5
2. Compliance with Specification	4	5
3. Track Record	4	3
4. Quality Systems	4	2
5. Availability of Appropriate Skills & Resources	4	2
6. Work Health & Safety Considerations	4	3

A summary of each tender evaluation by the tender assessment panel is provided in the confidential section of this agenda.

Summary

Based on the evaluation criteria, the tender assessment panel has selected the tender submission of Ultra Project Services Pty Ltd as the preferred tender.

Supervisor

The superintendent of the contract will be the Director of Technical Services and the superintendent's representative will be the Project Manager.

Financial implications

With the tender submissions for the building works now received, the Council is now in a position to assess the likely financial commitment to complete Stage 1 of the School of Arts renovation.

As per the above, the recommended lowest tender is approximately \$570,000 **exclusive** of GST. While this is a fixed tender price and the Council will endeavor to avoid any variations, it would be prudent to set aside a further \$25,000 for contingencies – given the age and condition of the School of Arts.

Items requiring Council Resolution

Note also that the tender price for the building works does not include the construction of angle parking on Wollamai Street or construction of the lane and angle parking to the rear of the War Memorial Hall. A rough estimate for these works would be approximately \$50,000.

Taking the above into account, an estimated total cost for **Stage 1** of the School of Arts renovation is \$645,000 **exclusive** of GST.

The Council currently has \$345,000 set aside for the building works at the Finley School of Arts, remaining from an initial allocation of \$380,000. This leaves a \$300,000 funding gap for completion of Stage 1.

When assessing the tender, the Council should consider if the project will deliver public value commensurate with the proposed expenditure, noting that this is only delivering Stage 1 of the School of Arts project.

The Council has the following options open to it:

- 1. Find the additional funds within its existing budget:** The Council's proposed budget for 2019/20 has been presented as a separate report to this meeting. The Council would need to find \$300,000 in savings from elsewhere in the budget – most likely deferring another community infrastructure project elsewhere.

Should the Council take this option, it would need to consider the relative public value of the deferred project vis-à-vis the Finley School of Arts project.

- 2. Use its cash reserves:** Council could use its Capital Works and Economic Development Reserve to complete the project. This reserve is used mainly, but not always, to fund projects such as property development that allow for an eventual return into the reserve. Alternatively, it is a source of funds that the Council can use to take up an unexpected opportunity or address an unexpected crisis.

The risk in using reserve funds to fund the School of Arts project is that if an opportunity or a crisis emerges, there may not be sufficient funds in the reserve to meet that need.

The proposed balance of the reserve at 30 June 2020 is \$2.19m.

- 3. Borrow:** The Council's proposed budget for 2019/20 includes the scope to draw down on an internal loan of \$1m from its sewer fund to pay for potential increases in scope for some of its recent grant-funded projects. There has been no specific allocation of this \$1m to projects at this stage and the loan will only be drawn down upon if required. The \$300,000 funding gap for the School of Arts could be funded from this loan.

Items requiring Council Resolution

Loan repayments would of course place further pressure on future budgets.

4. **Defer:** The Council could defer the project to allow itself time to put aside funds in future budgets to fully fund the works. Alternatively, it could defer the project until it was successful in sourcing grant funds to complete the project. This would mean the Council would not accept any of the tenders submitted and would re-tender when funds were available.

There are at least four risks in this approach.

1. The first is a reputational risk where tenderers may not re-submit prices in the future if they feel the Council is not likely to accept a tender.
 2. The second risk that the cost of the works is likely to increase in the future.
 3. Thirdly, maintenance works that have been deferred until this project starts may need to be undertaken in the interim period – only to be later demolished if and when the project is started again
 4. Finally, reputational risk in the community – both from the Council's partners in the project to date who want to see the project proceed and from those who want the project scrapped in its entirety
5. **Scrap:** If the Council considers that the project can't be funded and/or doesn't represent good public value, it has the option not to proceed with the current proposal.

Exercising this option once again obviously involves significant reputational risk for the Council.

It does allow for the Council to use the \$345,000 it has set aside on another project it may consider to provide better public value– in Finley or elsewhere. The Council may need to use some of these funds to undertake essential maintenance works at the School of Arts it has placed on hold while this project was under consideration.

It will also need to consider what scrapping the project would mean for the medium to long term future of the School of Arts and War Memorial Hall.

One option not flagged above that could be considered by the Council is the Council acting in effect as the head contractor itself – i.e. run the project as a series of sub-contracts directly rather than through a head contractor (i.e. a builder). Running the project this way is likely to reduce the cost of the project significantly – an estimated saving of up to \$100,000 may be possible.

Items requiring Council Resolution

This method of delivery does create its own set of issues. It will require a significant amount of staff time to manage successfully and it shifts risk for project delivery back to the Council. With the existing and proposed works schedule for delivery of the Council's grant-funded projects – all with strict timeframes for delivery – this project would almost certainly need to be delayed until staff are free to spend the time on the project this method of delivery would require. Several of the contracts would still exceed the Council's tender threshold and require the Council to conduct multiple tenders.

As at May 2019, the Council has spent approximately \$34,000 on the project - \$31,000 on design and documentation and \$3,000 (paid to itself) on development consent and building approvals. This does **not** include funds spent on the initial proposal that included the demolition of the Finley War Memorial Hall.

Options

Given the tender submissions received and the concerns noted above, Council staff are not clear as to the Council's preferred outcome. On that basis, some suggested resolutions are provided below.

Recommendation No.1 – Accept the tender

That the Council:

1. accept the tender submission from Ultra Project Services Pty Ltd for the construction and refurbishment of the Finley School of Arts for a contact sum of \$629,580.47 including GST;
2. delegate the General Manager to sign the contract documents on behalf of Council in relation to 1 above; and
3. appoint the Director of Technical Services as the Contract Superintendent.
4. direct the General Manager to provide the Council a detailed report on options to fund the project.

OR

Recommendation No.2 – Investigate the Council acting as head contractor

That the Council:

1. not accept a tender for the Finley School of Arts;

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Items requiring Council Resolution

2. direct the General Manager to provide the Council with a detailed report on the feasibility and likely cost of delivering the project with Council staff managing the sub-contractors directly.

OR

Recommendation No.3 – Council act as head contractor

That the Council:

1. not accept a tender for the construction and refurbishment of the Finley School of Arts;
2. manage the construction and refurbishment of the Finley School of Arts project as a series of sub-contracts managed directly by Council staff.

OR

Recommendation No.4 – Not proceed

That the Council, on the basis that it does not consider the project delivers public value commensurate with the cost,

1. not accept a tender for the construction and refurbishment of the Finley School of Arts, and
2. not proceed with the project as currently proposed.

Items requiring Council Resolution

**5.17 MURRAY DARLING BASIN PLAN –
IRRIGATION PLAN****AUTHOR:** General Manager**STRATEGIC OUTCOME:** Diverse and resilient business**STRATEGIC OBJECTIVE:** 4.1 Strengthen and diversify the local economy and invest in local job creation and innovation**FILE NO:** 11.128.14**RECOMMENDATION:** for discussion

REPORT:

The Council briefing discussed the need for the Murray Darling Basin Plan to include an Irrigation Plan at its 2019 Corporate Workshop.

The Council at its April 2019 meeting requested that this be listed for further discussion.

The reason for the discussion appears to have several underlying issues.

Firstly, is that the Basin Plan has entirely overlooked the need to consider irrigated industries as a part of its delivery and its triple bottom line considerations.

Secondly, is that the Murray Irrigation Ltd area of operation is a highly efficient and world class irrigation system that is being undermined by the lack of any strategy about water buy backs.

Thirdly, is that the Murray Irrigation Ltd and West Corrugan Irrigation areas are strategically placed to deliver water at its optimum efficiency. This could equally be stated about the Victorian irrigation districts in this region.

Fourthly, is the rapid development of permanent plantings further and further downstream from catchments that are both inherently less efficient for water delivery and require the use of high security water to sustain those plantings on a permanent basis. In the Murray Irrigation Ltd area transmission losses are 17% from the source while water delivery to the South Australian border requires 4 megalitres at the source to deliver 1 megalitre. Local irrigation districts were established because of their inherent water efficiency.

Items requiring Council Resolution

The above raise issues of both Commonwealth and State responsibility. That is, the States control State water and have planning controls whilst the Commonwealth controls trade practises and in conjunction with New South Wales, Victoria, South Australia and Queensland controls the Murray Darling Basin Plan.

If the Council's aim is to be pursued a strategy needs to be developed about how to attempt to influence decision makers to both better plan for use of irrigated water and to recognise the inherent efficiencies and inefficiencies of where and how it is used.

For discussion.

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Items requiring Council Resolution

5.18 REQUEST FOR ANNUAL LEAVE

AUTHOR: General Manager

STRATEGIC OUTCOME: Good government

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

FILE NO: 22.017.1

RECOMMENDATION: that the General Manager be granted annual leave for the period 1st November 2019 to 18th November 2019 inclusive.

REPORT:

I am requesting annual leave for 12 days from Friday 1st November 2019 until Monday 18th November 2019 inclusive.

If the leave is approved I will be absent for the November committee meetings.

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Items requiring Council Resolution

5.19 FINANCIAL REVIEW**AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.2 Strengthen strategic relationships and partnerships with community, business and government**FILE NO:** 12.019.1**RECOMMENDATION:** that the Council:

- Note the third quarterly review of the 2018/19 budget and vote the funds contained therein as shown in Appendix "O"
- Note the Quarterly Budget Review Statement attached also as Appendix "P"

REPORT:

Circulated with the Agenda as **Appendix "O"** is the Quarterly Financial Review for the period 1 January 2019 to 31 March 2019. This report takes into account all known factors and work variations until 31 March 2019 and later where possible, including budget allocations for the 2018/19 financial year.

The summarised results are as follows:

	\$
Revised budget surplus as at 31/12/18	706,826
Decreased expenditure as per this report	2,412,401
Decreased revenue as per this report	<u>(2,754,135)</u>
Revised budget surplus as at 31/03/19	\$365,092

Significant changes proposed in this review include:

Favourable

The proposed Finley Water Treatment Plant upgrade has been pushed back to 2019/20 following a successful grant application for the works.

Items requiring Council Resolution

Unfavourable

The Council is now not proposing to sell land it owns on the Newell Highway at Tocumwal. The projected proceeds from this sale have been removed from this budget. This is offset by a reduction in transfer to reserve funds of a similar amount.

Work on the Finley showgrounds change rooms and kiosk has been brought forward to 2018/19. The project has a budget of \$200,000, \$100,000 of which is funded by a NSW Government grant.

An additional \$70,000 has been added to the Tocumwal Foreshore redevelopment budget – funded by contributions from the Tocumwal Foreshore Committee of Management. This will be used to improve the spine path and install decorative lighting bollards.

The operation of the Tocumwal splash park has exceeded initial cost estimated by approximately \$25,000. This is expected to improve in future years as initial teething problems have been addressed.

Domestic waste management collection charges are proposed to increase by \$38,505 by the end of 30 June 2019.

\$40,000 has been set aside to fund preparation of the Integrated Water Cycle Management Plan.

Significant variations contained in the attached quarterly review document are detailed below. Variances which are unfavourable to the Council's result are shown with a (U) next to them and variances which are favourable are denoted with a (F).

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

JOB / GL	DESCRIPTION	VARIATION		COMMENT
1001-0346	ADMIN AUDIT FEES	11,202	U	Increase in audit costs
1010-0105	ADMIN SALARIES - CUSTOMER SERV	11,000	F	Savings realised
1010-0162	BANK FEES - GST INCLUSIVE	22,000	F	Bank error fixed – budget increase not needed
1010-0175	ADMIN SOFTWARE LICENCING	35,000	U	Additional software charges
1010-0220	ADMIN VALUATION FEES	36,089	U	Timing matter – no fees paid in 2017/18
1200-1670	INSURANCE REBATE	20,000	U	Transferred to 1400-1510

RESOLUTION

Items requiring Council Resolution

JOB / GL	DESCRIPTION	VARIATION	COMMENT
1200-1830	RECOVER BANK CHARGES - BANK ERROR	44,744 F	Recovery of overcharged bank fees
1400-1510	WORKERS COMPENSATION INSURANCE REFUND	24,935 F	Refund received
1011-0103	TECH SERVICES SALARIES - WORK	28,026 U	Staffing changes
1011-0104	TECH SERVICES SALARIES - ENV.S	28,026 F	Staffing changes
1011-0105	TECH SERVICES SALARIES - EXE.	25,000 F	Staffing changes
1011-0109	TECH SERVICES SALARIES - DTS S	20,000 F	Staffing changes
1011-0115	TECH SERVICE EXE VEHICLE OP EX	11,952 F	Staffing changes
1011-0142	TECH SERVICES EXP - ADVERTISING	15,297 U	Additional costs related to staff attraction and recruitment
1011-0146	TECH SERVICES - CONSULTANCY	14,609 U	To address staff shortage
1200-2026	WORKS TRANSFER TO RESERVE	350,000 F	Remove sale of Tocumwal RMS truck stop block
8720-3800	TOC HIGHWAY BLOCK DISPOSAL PROCEEDS	350,000 U	Remove sale of Tocumwal RMS truck stop block
1313-0110	DROUGHT WORKSHOPS	20,000 U	New program already approved by the Council
1715-0145	MURRUMBIDGE COMMUNITY GRANT	13,750 U	Funded program
6330-1602	COMMUNITY MENTAL HEALTH PROJECTS	13,750 F	Funded program
1412-0141	DWM WASTE COLLECTION FEE EXP	38,505 U	Increase to match contracted expense
1412-0532	BGN - COMPACTION EQUIPMENT	12,111 F	Purchase complete under budget
3660-1500	DWM TIPPING FEES	27,312 F	Recognition of additional fees received
3670-1926	GARBAGE TRANSFER FROM RESERVE	78,867 F	Reserve transfers
3670-2026	DWM TRANSFER TO RESERVE	67,955 U	Reserve transfers
1416-0110	STORM WATER DRAINAGE MTCE	14,357 F	Funds used for specific projects elsewhere
1417-0848	COBRAM ST - WAVERLY RD - DRAIN	10,336 U	Scope increase
1510-0565	MAINS RETIC - BGN	21,264 U	Additional costs incurred
1510-0893	STANDPIPE STATION UPGRADES	78,805 U	Additional costs incurred

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Items requiring Council Resolution

JOB / GL	DESCRIPTION	VARIATION		COMMENT
1512-0160	IWCM REPORTING	40,157	U	New program already approved by the Council
1510-0669	METER CYBAL REPLACEMENT	1,244,000	U	Transfer from 1510-0398
1511-0398	AUTOMATE CENTRALISED METER READ	1,244,000	F	Consolidate budget into single cost centre at 1510-0669
1510-0894	BGA - EXPANSION WTP	850,000	F	Deferred to 2019/20
1510-0896	FIN - UPGRADE WTP (DAFF)	2,000,000	F	Deferred to 2019/20
4110-1955	GRANT - SAFE & SECURE WATER	3,050,000	U	Deferred to 2019/20
4110-1926	WATER TRANSFER FROM RESERVE	200,014	F	Deferred to 2019/20
4110-1500	WATER CONSUMPTION - BGN SHIRE	126,752	F	Recognise additional consumption revenue received.
4110-1503	WATER DELIVERIES INCOME	15,627	F	Recognise additional revenue received.
1611-0159	SEWER - EFFLUENT RE-USE - TOC	11,321	U	Additional costs incurred
5110-1000-0001	SEWER CHARGES - BGA	27,930	F	Additional revenue
5110-1000-0004	SEWER CHARGES - TOC	25,893	F	Additional revenue
5110-1926	SEWER TRANSFER FROM RESERVE	25,838	U	Transfer to sewer reserve
1719-0100	TOC SPLASH PARK OPERATING EXP	24,626	U	Additional running costs
1717-0236	BGN - NETBALL COURTS SCCF1	14,253	U	Includes loan \$9,600 private works
1718-0000	PARKS & GARDENS MAINTENANCE	15,956	F	reallocated
1718-0234	BGA FORESHORE ADVENT PARK SCCF1	12,539	U	overrun
1717-0240	FIN - SHOWGROUND ROOF	200,000	U	Bring forward from 2019/20
6500-1963	FINLEY SHOWGROUND GRANT	98,885	F	Bring forward from 2019/20
1718-0500	TOC FORESHORE STAGED DEVELOP	70,000	U	Increase scope - contribution
6600-1603	TOC FORESHORE SPINEPATH CONTRIB	10,000	F	Contribution foreshore committee
6600-1604	TOC FORESHORE LIGHTING CONTRIB	60,000	F	Contribution foreshore committee

RESOLUTION

Items requiring Council Resolution

JOB / GL	DESCRIPTION	VARIATION	COMMENT
0015-0226	MR226 NANGUNIA ST & HUGHES ST	29,729 U	Allocation of Regional Roads funding
0015-0356	MR356 BERRIGAN - OAKLANDS RD	16,364 U	Allocation of Regional Roads funding
0015-0363	MR363 BERRIGAN - BAROOGA RD	89,679 U	Allocation of Regional Roads funding
0015-0550	MR550 TOCUMWAL - MULWALA RD	29,224 U	Allocation of Regional Roads funding
0015-0999	RTA MR BLOCK GRANT BUDGET ONLY	344,547 F	Allocation of Regional Roads funding
1956-1000	RTA REGIONAL ROAD REPAIR BUDGET	76,220 F	Allocation of Regional Roads funding
1956-1012	MR550 REHAB/WIDEN 80.226 - 81.22	341,757 U	Allocation of Regional Roads funding
RMSCAPIN COME	PART 7810-1950 BLOCK GRANT	350,000 U	Allocation of Regional Roads funding
7810-1950	RMS - M&I PROGRAM - BLOCK GRANT	488,000 F	Allocation of Regional Roads funding
1910-0705	RESEAL COBRAM ST BGN	17,645 U	Change in priorities
1910-0822	RESEAL MURRAY ST FINLEY	17,645 F	Change in priorities
1911-0108	RESEAL DALGLIESHS RD	25,637 U	Change in priorities
1911-0313	RESEAL PINEY RD 00-2400	23,804 F	Change in priorities
1912-0020	RESHEET RUWOLTS RD	11,782 F	Completed under budget
1912-0218	RESHEET NGAWA RD	35,000 U	Change in priorities
1914-0090	BARNES RD-MAXWELL TO STH COREE	143,733 F	Change in priorities to 1914-0112
1914-0092	PINEY RD - BENDS SECTION	10,726 U	Costs exceeded budget
1914-0112	MAXWELLS RD 0-1500	133,007 U	Change in priorities from 1914-0090
1914-0300	HEAVY PATCHING (BUDGET ONLY)	300,000 F	Reallocated to specific projects
1914-0590	TUPPAL RD - LEVEE SECT	205,617 U	Change in scope of works
1914-0593	CROSBIES RD	37,163 U	Underestimate of costs
1914-0594	CROSBIES RD 01.-2.7	141,704 F	Job completed and used to fund 1914-0593
1914-0599	PEPPERTREE RD - WOOLSHED RD	37,163 F	Works completed under budget
1916-0822	MURRAY ST - FINLEY LAKE	50,844 U	Urgent works to replace kerb and reconstruct parking lane
1916-0849	HUGHES ST BGA SUBDIVISION	26,235 U	Works approved

RESOLUTION

Items requiring Council Resolution

JOB / GL	DESCRIPTION	VARIATION		COMMENT
1917-0541	NEW FOOTPATHS - VARIOUS LOCATIONS	62,118	F	Used to fund other projects
7100-1950	RURAL LOCAL ROADS GRANT (RLR) (FAG)	616,362	U	Remove in advance portion - see also 9200-1950
7100-1951	R2R ROADS TO RECOVERY GRANT	66,593	F	Program complete
7700-1828	AERODROME - SALE OF LAND (MARGIN)	160,000	F	Sale of land transferred to reserve
7700-2026	AERODROME TRANSFER TO RESERVE	160,000	U	Sale of land transferred to reserve
8400-1927	ECONOMIC DEVELOPMENT TRANSFER FROM RESERVE	20,547	F	Cover programs
2015-0105	INDUSTRIAL & BUSINESS DEVELOPMENT	15,790	U	Program funds
2015-0165	BUSINESS & ENVIRONMENT AWARDS	10,000	U	Increase budget
2020-0000	S/DR TECH SERV (BUDGET)	17,390	U	Private works increase
8850-1330	BENDIGO BANK AGENCY COMMISSIONS	17,032	F	Commission received
9200-1950	FINANCIAL ASSISTANCE GRANT (FAG)	189,372	F	Balance out with 7100-1950
9100-1000	ORDINARY RATES - FARMLAND	30,149	U	Redistribution during year – net decrease farm rates
9100-1004	ORDINARY RATES - RESIDENTIAL FIN	23,393	U	Redistribution during year – net decrease Finley rates
9100-1095	LESS ORDINARY RATE PENSION REBATE	36,458	F	Reduction in pension rebate

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Items requiring Council Resolution

The Quarterly Budget Review Statement (QBRS) for the period 1 January 2019 to 31 March 2019 is attached as **Appendix "P"**.

The QBRS consists of six statements:

1. **Report by Responsible Accounting Officer** – The Responsible Accounting Officer is satisfied that the Council's financial position at 31 March 2019 is satisfactory.
2. **Income & Expenses Budget Review Statement** – This statement projects the Council's annual operating statement for the financial year based on the budget position on 31 March 2019.

The Council's budgeted net operating result before capital items was projected to improve by \$584,000 during the March quarter. The result including capital items has deteriorated mainly as a result of pushing out the grant funding for the Finley Water Treatment Plant to the 2019/20 financial year.

The budgeted net operating result at the end of the December quarter is a \$4.9m surplus, becoming a deficit of \$1.3m after deducting \$6.2m of capital grants and contributions. This deficit is solely as a result of the Federal Government's decision to pay 50% of the 2018/19 FAG in June 2018.

3. **Capital Budget Review Statement** – This statement tracks the Council's capital expenditure and the sources of funding used to pay for the capital works.

The Council decreased its 2018/19 capital works program by \$2.5m. Again, this is largely as a result of pushing out the Finley Water Treatment Plant upgrade (and associated grant funding) to 2019/20.

4. **Cash and Investments Budget Review Statement** – This statement indicates what the Council's expected end-of-year cash position is likely to be taking into account all known budget changes until the end of the quarter.
5. **Key Performance Indicators Budget Review Statement** – This statement is designed to provide some simple financial indicators to give the Council a snapshot of how it is performing financially.

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

Items requiring Council Resolution

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

All indicators show that the Council is on target to meet its overall objectives.

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

RESOLUTION

Items requiring Council Resolution

**5.20 T15/18/19 TOCUMWAL FORESHORE
STREETSCAPE INCLUDING PAVEMENT,
KERB, FOOTPATH & DRAINAGE**

AUTHOR: Project Manager

STRATEGIC OUTCOME: Sustainable natural and built landscapes

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

FILE NO: T15/18/19

RECOMMENDATION: that the General Manager:

1. accept the tender submission from Fenhill Pty Ltd to construct the Tocumwal Foreshore Streetscape including the pavement, kerb, footpath & drainage for a contact sum of \$1,145,239.75;
2. sign and seal all documents related to the contract; and
3. appoint the Director of Technical Services as the Contract Superintendent.

REPORT:

This tender is for T15/18/19 Construction of the Tocumwal Foreshore Streetscape including the pavement, kerb, footpath & drainage.

This tender is a part of the Restart NSW – Murray River Experience grant for the revitalization of the street scape, needed to accommodate the Splash Park, Play Space, associated parking, and the retention of the existing use of the site for the Tocumwal Foreshore Market.

The contract is a lump sum contract.

The total value of the contract based on tender price is **\$1,145,239.75** inclusive of GST.

Tenders closed at 2:00pm Friday 26th April, 2019 and at the time of closing a total of 5 submissions were received.

Items requiring Council Resolution

The five submissions received were from the following organisations in the order of opening:

O'LOUGHLINS EXCAVATIONS
FENHILL PTY LTD
EXCELL GRAY BRUNI PTY LTD
MAWSON CONSTRUCTION SHEPPARTON
CIVIL ENGINEERED CONSTRUCTION

Panel Membership

The submissions were evaluated by the following staff in accordance with the Councils adopted Tender Evaluation policy:

Matthew Clarke Director of Technical Services
 Fred Exton Executive Engineer
 Nathan O'Connell Project Manager

Consideration of the Tenders

Each tender was evaluated in accordance with the evaluation criteria set out below:

Criteria	Highest Possible Score	Weighting
1. Price	4	5
2. Compliance with Specification	4	5
3. Track Record	4	2
4. Quality Systems	4	2
5. Availability of Appropriate Skills & Resources	4	2
6. Work Health & Safety Considerations	4	3

A summary of each tender evaluation by the tender assessment panel is provided in the confidential section of this agenda.

RESOLUTION

Items requiring Council Resolution

Summary

Based on the evaluation criteria, the tender assessment panel has selected the tender submission of Fenhill Pty Ltd as the preferred tender.

The tendered price of \$1,030,715.80 excluding GST is within the initial costings of \$1,150,000.00 included in the original project estimate, and is a manageable amount within the global budget for the project.

Supervisor

The superintendent of the contract will be the Director of Technical Services and the superintendent's representative will be the Project Manager.

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Items requiring Council Resolution

5.21 DROUGHT COMMUNITIES PROGRAMME

AUTHOR: General Manager

STRATEGIC OUTCOME: Diverse and resilient business

STRATEGIC OBJECTIVE: 4.1 Strengthen and diversify the local economy and invest in local job creation and innovation

FILE NO:

RECOMMENDATION: that the Council prioritize Drought Communities Programme projects as:

Upgrade Apex and Hayes Parks	\$525k
Scoullar Street construction	\$150k
Coree Street median	\$400k
Total	\$1.075m

REPORT:

As Councillors may be aware, the Council has been advised that it has now been designated as an eligible Council under the Federal Government's Drought Communities Programme.

While formal notification is pending and the federal election is imminent, if the current advice remains accurate the Council will be eligible to receive up to \$1m for projects.

The programme guidelines indicate that individual projects must be a minimum of \$25k and multiple projects may be submitted for approval.

Given the relatively short anticipated project delivery timeframe of nine months and also the Council's current project loading, the purpose of this report is to get ahead of the game and buy a little extra time to identify and develop preferred projects.

In identifying eligible projects, the programme guidelines indicate:

- Co-funding from Eligible Councils is not mandatory, but you may access other funding for the project. Cash funding or in-kind support can be provided by any organisation including, but not limited to, the Eligible Council, state government, not-for-profit organisations and private sector companies

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Items requiring Council Resolution

- Funding can also form one component of a larger package of Australian Government funding, noting that other funding needs to meet the eligibility criteria of the program from under which it is funded.
- Funding under this grant opportunity cannot be considered to be part of, or all of, a Council's contribution to projects under the Bridges Renewal Programme, the National Stronger Regions Fund, the Building Better Regions Fund, the Regional Growth Fund or the Heavy Vehicle Safety and Productivity Programme.
- Eligible activities must directly relate to the project and can include:
 - repairs, maintenance, upgrading or building new community facilities
 - repairs, maintenance, upgrades, construction and fit-out of community spaces
 - employing local contractors to undertake repairs and maintenance
 - holding events and
 - undertaking other drought relief activities (including water carting for human consumption).
 - We may also approve other drought relief activities that benefit the community.
- You can only spend grant funds on eligible expenditure you have incurred on an agreed project as defined in your grant agreement.
- Eligible expenditure items may include the cost of:
 - suppliers, consultants and contracted labour undertaking eligible project activities
 - materials required to deliver eligible project activities
 - purchasing, leasing or hiring equipment required to deliver eligible project activities
 - holding events and
 - other drought relief activities (including water carting for human consumption)
- Each project must meet at least one of the following project requirements.
 - **The project is expected to lead to the employment of locals**
 - the extent to which farmers and/or farm labourers/staff/contractors are expected to be employed
 - how the project is expected to lead to the employment of locals and over what period of time they are expected to be employed

Items requiring Council Resolution

- the employment expected to be created beyond the immediate construction phase of the project and into the longer-term
- the indirect employment expected to be created through the potential flow-on effects to local businesses, suppliers, and services.
- **The project is expected to contribute to the economic activity of communities/regions**
 - local businesses, suppliers and services are expected to be used to complete the projects
 - the project will encourage investment, business activities and other economic benefits to communities/regions.
- **The project is expected to lead to the retention of businesses, services and facilities**
 - the benefits that should be delivered as a result of the project, such as increased tourism, increased trade for local businesses, improved services resulting from enhanced facilities
 - the number of people that are expected to benefit from the approved project.

Given the above, staff have identified a range of objectives to consider, from a Council perspective, when identifying and assessing potential projects. These are:

- Focus should be on significant projects that create a long term impact, particularly economic;
- Projects should address already identified Council priorities;
- Projects must be deliverable within a nine month timeframe;
- Projects should focus upon the most drought affected communities of Berrigan and Finley;
- Projects, should, in the main be able to be provided from local resources (whilst recognising that this might not always be possible).

Items requiring Council Resolution

Given the above staff identified the following projects and the comments related to their individual merit etc. is included:

Project	Identified Council Priority	Meets Guidelines Grant & Council	Other
	Yes	Yes	Part of adopted town centre plan. Provide links to Murray Street through tree planting
Upgrade Apex/Hayes Parks Berrigan	Yes	Yes	Part of adopted town centre plan.
Rotary Park Finley upgrade	No	No	
Finley Lake beautification	No	Maybe	Land not controlled by the Council Future maintenance responsibility
Purchase irrigation water for gifting or providing on a subsidy basis to irrigators	No	Maybe	Difficult to develop a criteria and an efficient methodology to equitably distribute water
Finish Finley Walking Track	No	Unlikely	Council can achieve this on a recurrent basis
Finish Berrigan Walking Track	No	Unlikely	Council can achieve this on a recurrent basis
Provide solar/battery system for farms	No	Yes	Difficult to develop a criteria and an efficient methodology to equitably distribute systems. Demand requirements unknown.
Reconstruct Hamilton Street Finley from Riverina Hwy to truckwash	No	Yes	Good project but outweighed by superior project. Other funding sources potentially available.
Redevelop Finley War Memorial Swimming Pool amenities building and reconstruct/beautify car park and entrances	Yes	Maybe	Identified at Corporate Workshop as a priority to enhance Finley Town Centre Plan
Construct Scoullar Street for use by Finley Regional Care	Emerging	Yes – strongly	Facilitates economic growth in a strongly identifiable way and

Items requiring Council Resolution

Project	Identified Council Priority	Meets Guidelines Grant & Council	Other
and Murrumbidgee Health			facilitates addressing other operational issues with these two services.
Further develop and connection Finley Memorial Park and link Loco Dam	No	Maybe	Enhances Town Centre Plan and expands potential use at Memorial Park

From the above staff identified priority project which are expanded upon below.

Denison/Coree Street Finley medians

This project would see grass, tree and sand medium strips conducted in the centre of Coree and Denison Streets Finley between Wollamai and Wells Street and as outlined in the Finley Town Centre plan. These two streets would be connected back to Murray Street by tree plantings.

Estimated Cost \$800k and could be scaled i.e. only do one street or reduce overall length.

Upgrade Apex/Hayes Parks Berrigan

Apex Park includes redevelopment of car park including drainage, kerb and sealing, construction of new fence, new paths, relocation of playground, landscaping and irrigation.

Estimate Cost \$270k

Hayes Park includes replacement of toilets, installation of off the grid solar system, interpretive Berrigan panels, footpath, access resurfacing and tree replacement to Chanter Street.

Estimated cost \$255k

Redevelop Finley War Memorial Swimming Pool amenities building and reconstruct/beautify car park and entrances

Replacement of amenities building with something like the Berrigan amenities building and reconstruct carpark and accessways.

Estimated cost \$500k

Items requiring Council Resolution

Construct Scoullar Street for use by Finley Regional Care and Murrumbidgee Health

Construct unconstructed section of Scoullar Street.

Estimated cost \$150k

Further develop and connection Finley Memorial Park and link Loco Dam

Includes extension of Memorial Park fencing to incorporate Loco Dam site and tree removal, tree planting and irrigation.

Estimated cost \$47k.

Given the above the best fit of the projects given the grant requirement and Council priorities is:

Upgrade Apex and Hayes Parks	\$525k
Scoullar Street construction	\$150k
Coree Street median	\$400
Total	\$1.075m

The above are rough estimates only and on initial assess the above would require a \$75k Council contribution however this might change as projects are developed.

Staff are seeking direction from the Council so that project plans etc. can be properly developed.

Items for Noting

RECOMMENDATION – that Items for Noting numbered 6.1 to 6.5 inclusive be received and noted.

6.1 RENEW OUR LIBRARIES – CAMPAIGN REPORT

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Supported and engaged communities

STRATEGIC OBJECTIVE: 3.2 Support community engagement through life-long learning, culture and recreation

FILE NO: 3.095.2

REPORT:

Local Government NSW (LGNSW) and the NSW Public Libraries Association (NSWPLA) have issued a post-campaign report on the “Renew our Libraries” campaign.

A copy of the report is attached as **Appendix “Q”**

The campaign saw the NSW Government commit to an additional \$60m for public libraries in NSW over the next four years.

Berrigan Shire Council and the Berrigan Shire Library Service were active participants in the campaign.

NOTING

Items for Noting

6.2 TELEVISION RECEPTION

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Supported and engaged communities

STRATEGIC OBJECTIVE: 3.2 Support community engagement through life-long learning, culture and recreation

FILE NO: 10.094.4

REPORT:

The Council has been contacted by many households in Berrigan Shire – mainly but not limited to Berrigan and Finley – with television reception problems since the introduction of digital television signals.

For some time now, Council staff have been liaising with the Australian Communications and Media Authority (ACMA) who is the body responsible for regulating broadcast signals in Australia. ACMA have now acknowledged that there is a problem with weak television broadcast signal in Berrigan Shire and have released a fact sheet on the topic. The fact sheet is attached as **Appendix “R”**

The fact sheet acknowledges weak signal as a problem, as well as other issues including atmospheric ducting (i.e. interference from distant television signals travelling further than usual and interfering with local signals) and interference from 4G mobile telephone signals.

The suggested solutions for residents include adjusting or replacing antennas and ensuring that if a signal booster is used it contains a 4G filter.

If residents are still having issues they may be eligible for the [Viewer Access Satellite Television](#) (VAST) service. If eligible for the service, VAST requires the resident install a satellite dish and a set-top box. Access to ABC and SBS via VAST is open to all – regardless of normal eligibility requirements.

The remaining option available is installing of one or more [retransmission facilities](#). Commercial broadcasters are not required to set up and run a retransmission site – it is a commercial decision for the broadcaster. Most retransmission sites are set up and run by what ACMA calls “self-help groups” – including community organisations, mining companies and local councils.

Items for Noting

6.3 CONTRIBUTION – LEGAL EXPENSES**AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.2 Strengthen strategic relationships and partnerships with community, business and government**FILE NO:** 14.165.7

REPORT:

At its ordinary meeting held on 19 September 2019, the Council resolved to contribute \$1,788.41 to Local Government NSW (LGNSW) towards the legal expenses of City of Sydney Council, North Sydney Council and Bayside City Council in line with LGNSW's legal assistance policy.

LGNSW have informed the Council that the Court of Appeal found in favour of those Councils and they will be able to obtain their legal costs.

On that basis, LGNSW have refunded to the Council its contribution.

Items for Noting

6.4 EMERGENCY SERVICES LEVY CONTRIBUTION

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Supported and engaged communities

STRATEGIC OBJECTIVE: 3.1 Create safe, friendly and accessible communities

FILE NO: 09.160.1, 09.160.2, 09.160.3

REPORT:

The Office of Local Government (OLG) has written to the Council, providing notice of an increase in the Council's required Emergency Service Levy contributions. A copy of the letter is attached as **Appendix "S"**

The increase is as largely a result of the NSW government's legislative changes to firefighter's workers compensation entitlements – recognising that firefighters may be more susceptible to certain types of cancers.

A proportion of the increased cost associated with these changes have been passed onto the Council via an increase in the Council's assessed Emergency Services Levy. The Council has also been placed on notice that further increases are likely to cover additional costs incurred in 2018/19

The table below sets out the increased costs to the Council from 2018/19.

Item	2018/19	2019/20	% increase
Rural Fire Service	\$115,246	\$144,945	25.8%
State Emergency Service	\$11,630	\$13,478	15.9%
Fire and Rescue	\$50,790	\$55,721	9.7%
TOTAL	\$177,666	\$214,144	20.5%

At this meeting the Council will adopt a proposed budget and Operational Plan. The budget and Operational Plan were prepared based on the information the Council had to hand at the time and does not include these increases.

Items for Noting

The table below sets out the increased costs to the Council as per its 2019/20 budget.

Item	Budget	Assessed	% increase
Rural Fire Service	\$120,228	\$144,945	20.6%
State Emergency Service	\$16,553	\$13,478	-18.6%
Fire and Rescue	\$51,267	\$55,721	8.7%
TOTAL	\$188,048	\$214,144	13.9%

On the face of it, this is another example of cost shifting from the NSW Government. This increased levy has been made without consultation with the Council or the local government sector. It has also come at a time when most Councils have finalised their budget.

Items for Noting

6.5 DEVELOPMENT DETERMINATIONS FOR MONTH OF APRIL 2019

AUTHOR: Support Officer

STRATEGIC OUTCOME: Good government

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

FILE NO: 7.143.7

REPORT:

APPLICATIONS DETERMINED FOR APRIL 2019

Application	Description	Property Location	Applicant	Owner	Status	Value	Days Taken
82/19/DA/D9	6 LOT SUBDIVISION	36 WHITE STREET, FINLEY NSW 2713 (Lot 1 // DP871378)	Mr Jonathon Munro	MS JESSICA MUNRO	Approved 9-04-2019	\$0.00	Active 26
109/19/DA/D1	BV DWELLING & ATTACHED GARAGE	3 MAJUDA COURT, TOCUMWA L NSW 2714 (Lot 64 // DP1131677)	KENNEDY BUILDERS	MR C J B MCKENNA	Approved 02-04-2019	\$250,000.00	Active 0
116/19/DA/D1	RELOCATED DWELLING	10 WILLIAM STREET, BERRIGAN NSW 2712 (Lot 6 // DP232857)	OASIS HOMES AUSTRALIA	MS KL COUNSEL AND MR CW BURKE	Approved 4-04-2019	\$45,000.00	Active 11
118/19/DA/D9	2 LOT SUBDIVISION	BAROOGA-TOCUMWA L ROAD, BAROOGA NSW 3644 (Lot 1 // DP1131416)	Mr Enrico Crestani	MR E A & MRS T M CRESTANI	Approved 02-04-2019	\$0.00	Active 20
119/19/DA/D9	2 LOT SUBDIVISION	41 CALAWAY STREET, TOCUMWA L NSW 2714 (Lot 4 /18/ DP758981)	Mr Ian & Mrs Beryl Mc Farlane	MR I K MCFARLANE AND MRS B F MCFARLANE	Approved 04-04-2019	\$0.00	Active 22
126/19/DA/D5	OPEN SHED & EXTENSION TO EXISTING SHED	2-4 PARKES STREET, TOCUMWA L NSW 2714 (Lot 5 // DP537937)	Goulburn Valley Buildings	MISS CM BRASHER	Approved 03-04-2019	\$15,985.00	Active 5
127/19/DA/D5	RESIDENTIAL STORAGE SHED	55 DAVIS STREET, BERRIGAN NSW 2712 (Lot 27 // DP791324)	Mr Grant Middleton	MR RG MIDDLETON AND MRS P MIDDLETON	Approved 03-04-2019	\$9,900.00	Active 5

NOTION

Items for Noting

128/19/DA/D1	BV DWELLING, ATTACHED GARAGE & RESIDENTIAL STORAGE SHED	84 HOWE STREET, FINLEY NSW 2713 (Lot 8 // DP1250196)	Colin McNamara	MRS J S SUTHERLAND	Approved 10-04-2019	\$400,000.00	Active 9
33/19/CD/M5	INGROUND FIBREGLASS SWIMMING POOL	62 MURRAY STREET, TOCUMWAL NSW 2714 (Lot 1 // DP548025)	Poolside Cobram	MR R L HAYES AND MRS L M HAYES	Approved 08-04-2019	\$301,400.00	Active 7
129/19/DA/D1	BV DWELLING & ATTACHED GARAGE	57 FALKINER STREET, TOCUMWAL NSW 2714 (Lot 11 // DP527157)	Numurkah Building & Plumbing	MR CJ STEBBING & MRS AJ SEAMER	Approved 09-04-2019	\$450,000.00	Active 8
130/19/DA/D5	PERGOLA	21-23 WOLLAMAI STREET, FINLEY NSW 2713 (Lot 2 // DP1247721)	Kaila & Phillip Murrowood	MR PJ AND MRS KN MURROWOOD	Approved 09-04-2019	\$3,852.00	Active 4
132/19/DA/D1	BV DWELLING & ATTACHED GARAGE	BRUTON STREET, TOCUMWAL NSW 2714 (Lot 33 // DP1100718)	Joshua Dahlenburg & Aimee McCarthy	CRAWFAM PTY LTD	Approved 10-04-2019	\$ 31,3158.00	Active 5
134/19/DA/D5	RESIDENTIAL STORAGE SHED	25 SHORT STREET, TOCUMWAL NSW 2714 (Lot 2 // DP716210)	Matthew O'Halloran	MR M J DEVREEDE	Approved 10-04-2019	\$ 37,697.00	Active 5
34/19/CD/M1	BV DWELLING & ATTACHED GARAGE	BRUTON STREET, TOCUMWAL NSW 2714 (Lot 33 // DP1100718)	Hadar Homes	CRAWFAM PTY LTD	Approved 09-04-2019	\$ 324,116.00	Active 4
35/19/CD/M1	BV DWELLING & ATTACHED GARAGE	BRUTON STREET, TOCUMWAL NSW 2714 (Lot 33 // DP1100718)	Hadar Homes	CRAWFAM PTY LTD	Approved 09-04-2019	\$324,116.00	Active 4
135/19/DA/D9	BOUNDARY REALIGNMENT	OLD ADCOCKS ROAD, TOCUMWAL NSW 2714 (Lot 1 // DP384043)	Mr Andrew Jones	TAKI PTY LTD	Approved 09-04-2019	\$ 0.00	Active 4
137/19/DA/D5	RESIDENTIAL STORAGE SHED	14 STILLARD COURT, BAROOGA NSW 3644 (Lot 38 // DP248812)	Shane Kinnear	MR SM KINNEAR AND MS GJ MURPHY	Approved 24-04-2019	\$ 9,490.00	Active 10
36/19/CD/M8	RURAL SHED	106-110 SNELL ROAD, BAROOGA NSW 3644 Lot 1543 / DP1144165	Mr S J Watts	MRS KL AND MR SJ WATTS	Approved 14-04-2019	\$ 7,000.00	Active 2

NOTIFICATION

Items for Noting

APPLICATIONS PENDING DETERMINATION AS AT 02/05/2019

Application No.	Date Lodged	Description	Property Location
125/19/DA/D1	27-03-2019	TRANSPORTABLE DWELLING	PLUMPTONS ROAD, FINLEY NSW 2713 (Lot1//DP856576)
133/19/DA/D9	03-04-2019	4 LOT SUBDIVISION	NEWELL HIGHWAY, TOCUMWAL NSW 2714 (Lot1//DP834495)
136/19/DA/D5	05-04-2019	RESIDENTIAL STORAGE SHED	1 DRUITT COURT, FINLEY NSW 2713 (Lot14//DP39698)
138/19/DA/D5	05-04-2019	RESIDENTIAL STORAGE SHE	90 DENILQUIN STREET, TOCUMWAL NSW 2714 (Lot521//DP1127858)
139/19/DA/DM	10-04-2019	CAFE	221 NEWELL HIGHWAY, TOCUMWAL NSW 2714 (Lot307//DP820153)
140/19/DA/DM	15-04-2019	WATER STORAGE & SUMP	BACK BAROOGA ROAD, BAROOGA NSW 3644 (Lot65//DP752287)
142/19/DA/D5	16-04-2019	RESIDENTIAL STORAGE SHED	26 WALTER STREET, FINLEY NSW 2713 (Lot29//DP35186)
143/19/DA/D1	17-04-2019	DWELLING	BUSHLANDS ROAD, TOCUMWAL NSW 2714 (Lot4//DP286078)
144/19/DA/D5	24-04-2019	RESIDENTIAL STORAGE SHED	15-17 HOYLE STREET, TOCUMWAL NSW 2714 (Lot5/7//DP6464)
145/19/DA/D5	26-04-2019	CARPORT	16 BERRIGAN STREET, TOCUMWAL NSW 2714 (Lot112//DP1108924)
37/19/CD/PC	26-04-2019	VERANDAH	43 FINLEY STREET, FINLEY NSW 2713 (Lot3//DP749417)
146/19/DA/D5	29-04-2019	RESIDENTIAL STORAGE SHED	4 GYPSIE CRESCENT, BAROOGA NSW 3644 (Lot52//DP1110847)
147/19/DA/D3	30-04-2019	STORAGE SHED	5 WISE COURT, TOCUMWAL NSW 2714 (Lot5//DP1036181)
137/19/DA/D5	05-04-2019	RESIDENTIAL STORAGE SHED	14 STILLARD COURT, BAROOGA NSW 3644 (Lot38//DP248812)
138/19/DA/D5	05-04-2019	RESIDENTIAL STORAGE SHED	90 DENILQUIN STREET, TOCUMWAL NSW 2714 (Lot521//DP1127858)

TOTAL APPLICATIONS DETERMINED / ISSUED (including modifications)

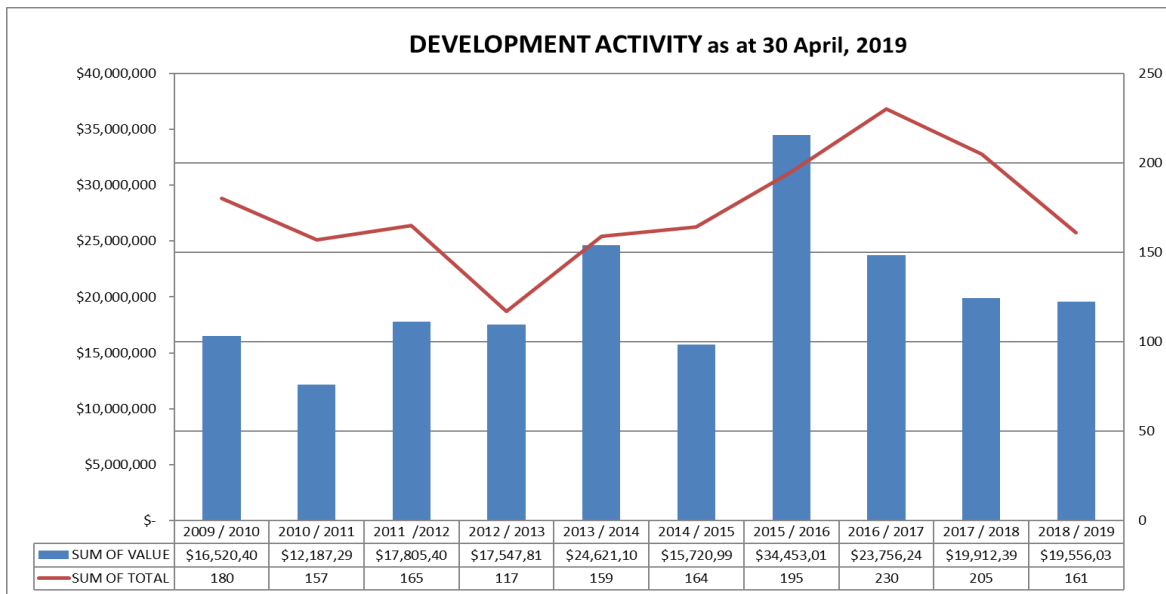
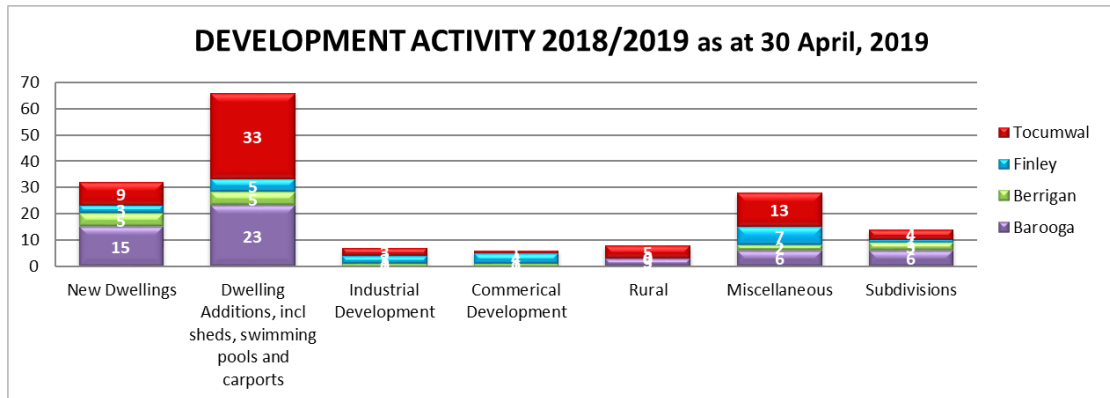
	This Month (April)	Year to Date	This Month's Value (April)	Year to Date Value
<i>Development Applications (DA)</i>	15	142	\$1,645,082.00	\$16,697,164
<i>Construction Certificates (CC)</i>	10	93	\$1,065,700.00	\$190,451,601
<i>Complying Development Certificates (CDC)</i>	4	35	\$685,632.00	\$2,858,874
<i>Local Activity (s.68)</i>	10	74	0	0

NOTING

Items for Noting

OTHER CERTIFICATES ISSUED FOR APRIL 2019

	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	
	April	Year Total	April	Year Total	April	Year Total	April	Year Total	April	Year Total	April	Year Total
BAROOGA	2	64	0	1	1	1	0	0	0	0	0	5
BERRIGAN	5	54	1	2	1	12	0	1	0	0	0	1
FINLEY	7	86	0	7	0	8	0	5	0	0	1	6
TOCUMWAL	5	88		5	0	3	0	0	0	3	2	6
TOTAL	19	292	1	15	2	24	1	6	0	3	2	18



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Items requiring Council Resolution

7. CLOSED COUNCIL

In accordance with the *Local Government Act 1993* and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

Set out below is section 10A(2) of the *Local Government Act 1993* in relation to matters which can be dealt with in the closed part of a meeting.

The matters and information are the following:

- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret
- (e) information that would, if disclosed, prejudice the maintenance of law
- (f) matters affecting the security of the council, councillors, council staff or council property
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.

7.1 T13/18/19 CONSTRUCTION OF TOCUMWAL WALKING TRACK

This item is classified CONFIDENTIAL under section 10A(d)(i) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:

Items requiring Council Resolution

- (i) prejudice the commercial position of the person who supplied it

It is not in the public interest to reveal the commercial information provided by the consultant.

7.2 T16/18/19 DESIGN AND CONSTRUCTION OF BAROOGA WATER PLAY AREA

This item is classified CONFIDENTIAL under section 10A(d)(i) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

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

It is not in the public interest to reveal the commercial information provided by the consultant.

7.3 T14/18/19 CONSTRUCTION AND REFURBISHMENT OF THE FINLEY SCHOOL OF ARTS

This item is classified CONFIDENTIAL under section 10A(d)(i) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

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

It is not in the public interest to reveal the commercial information provided by the consultant.

7.4 T15/18/19 TOCUMWAL FORESHORE STREETScape INCLUDING PAVEMENT, KERB, FOOTPATH & DRAINAGE

This item is classified CONFIDENTIAL under section 10A(d)(i) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:

Items requiring Council Resolution

- (i) prejudice the commercial position of the person who supplied it

It is not in the public interest to reveal the commercial information provided by the consultant.

RECOMMENDATION - that the Council move into a closed session to consider the following business together with any reports tabled at the meeting.

And further that pursuant to section 10A(1)-(3) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above and that the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993*.

- 7.1 T13/18/19 CONSTRUCTION OF TOCUMWAL WALKING TRACK
- 7.2 T16/18/19 DESIGN AND CONSTRUCTION OF BAROOGA WATER PLAY AREA
- 7.3 T14/18/19 CONSTRUCTION AND REFURBISHMENT OF THE FINLEY SCHOOL OF ARTS
- 7.4 T15/18/19 TOCUMWAL FORESHORE STREETScape INCLUDING PAVEMENT, KERB, FOOTPATH & DRAINAGE

Council closed its meeting at The public and media left the Chamber.

Open Council resumed at

RESOLUTIONS FROM THE CLOSED COUNCIL MEETING

The following resolutions of the Council while the meeting was closed to the public were read to the meeting by the Mayor:

Committee meeting reports

8.1 MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING

RECOMMENDATION – that recommendations numbered 1 to 2 inclusive of the Local Traffic Committee Meeting held on Tuesday 30th April 2019 be adopted.

LTC1 ANZAC AVENUE, TOCUMWAL - CONVERSION TO ONE WAY STREET**RECOMMENDATION NO.1**

All parties agreed: that, Berrigan Shire Council, as part of the Tocumwal Foreshore Streetscape Project, alter the traffic movements on Anzac Avenue, Tocumwal. Anzac Avenue will merge from a two way street to a one-way street. Traffic flow will travel in the direction from Cowley Street towards Deniliquin Road (north east direction).

LTC 2 WEIGHBRIDGE – JAMES COURT, FINLEY**RECOMMENDATION NO.2**

All parties agreed: that, Berrigan Shire Council approve the information provided to meet the Development Consent (9/19/DA/DM) for Premier Feed & Fibre for the installation of a weighbridge at 1-4 James Court, Finley NSW 2713.

Items requiring Council Resolution

9.

MAYOR'S REPORT

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RECOMMENDATION – that the Mayor's Report be received.

Items requiring Council Resolution

10.

DELEGATES REPORT

RESOLUTION

Items requiring Council Resolution

11.

GENERAL BUSINESS

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