



Council Chambers,  
BERRIGAN. 2712

Sir/Madam,

The Ordinary Meeting of the Council of the Shire of Berrigan will be held in the **Council Chambers**, Berrigan, on **18<sup>th</sup> March, 2015**, when the following business will be submitted:-

**9.00AM**

**Public Question Time**

- Delegation in relation to the Finley Presbyterian Church demolition

**COUNCIL MEETING**

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12.	CLOSE OF MEETING	

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

ROWAN PERKINS  
GENERAL MANAGER



## **Council Meeting**

Wednesday, 18<sup>th</sup> March, 2015

### **BUSINESS PAPER**

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- 1. APOLOGIES**
- 2. DECLARATION OF ITEMS OF PECUNIARY OR OTHER INTEREST**
- 3. VISITORS ATTENDING MEETING**

10.30 am Mr Alvin Nyathi, presentation of Australian Citizenship.

Mr Noel McCallum & Mr Phillip Eales – forty years of service to the Council.

- 4. CONFIRMATION OF MINUTES**  
**RECOMMENDATION – that the Minutes of the meeting held in the Council Chambers on Wednesday 18<sup>th</sup> February, 2015 be confirmed.**

#### **5.1 FINANCE – ACCOUNTS**

**AUTHOR:** Finance Manager

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by Council of Council operations and reporting

**RECOMMENDATION – that the Financial Statement, Bank Reconciliation Certificate and Petty Cash Book made up to 28 February 2015, be received and that the accounts paid as per Warrant No. 02/15 totalling \$2,138,035.34 be confirmed.**

Items requiring Council Resolution

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REPORT

- a) A Financial Statement covering all funds of the Council indicating the Bank Balances as at 28 February 2015 is certified by the Finance Manager.
- b) The Finance Manager certifies that the Cash Book of the Council was reconciled with the Bank Statements as at 28 February 2015.
- c) The Finance Manager certifies the Accounts, including the Petty Cash Book made up to 28 February 2015, totalling \$2,138,035.34 and will be submitted for confirmation of payment as per Warrant No. 02/15fs
- d) The Finance Manager certifies that all Investments have been placed in accordance with:
  - a) Council's Investment Policy,
  - b) Section 625 of the Local Government Act 1993 (as amended),
  - c) the Minister's Amended Investment Order gazetted 11 January 2011,
  - d) clause 212 of the Local Government (General) Regulations 2005, and
  - e) Third Party Investment requirements of the Office of Local Government Circular 06-70.
- e) February has shown an increase in total funds held at the end of January. The increase is due to the receipt of the third instalment of the Financial Assistance Grant and Rates and is comparable with the same period last year.

Overall funds are \$4.1M higher than the same period last year, primarily due to \$1.63M in loan funds, and receipt of final grant funds. Total funds held are expected to remain stable in March.

# Berrigan Shire Council Business Paper, 18<sup>th</sup> March, 2015

## Items requiring Council Resolution

### Statement of Bank Balances as at 28 February 2015

#### **Bank Account Reconciliation**

Cash book balance as at 1 February 2015	\$ 1,035,730.53
Receipts for February 2015	\$ 2,892,148.75
Transfers from NAB at Call Account/Term Deposits Credited Back	\$ 1,000,000.00
	<b><u>\$ 4,927,879.28</u></b>

#### *Less Payments Statement No 02/15*

Cheque Payments V075462-V75480	\$ 21,971.14
Electronic Funds Transfer (EFT) payroll	\$ 463,890.60
Electronic Funds Transfer (EFT) Creditors E0020373-E0020601	\$ 620,684.64
Transfers to NAB At Call Account/Term Deposits Invested	\$ 1,000,000.00
Loan repayments, bank charges, etc	\$ 31,488.96
Total Payments for February 2015	<u>\$ 2,138,035.34</u>
<b>Cash Book Balance as at 28 February 2015</b>	<b><u>\$ 2,789,843.94</u></b>

#### *Bank Statements as at 28 February 2015*

Plus Outstanding Deposits	\$ 2,800,453.58
Less Outstanding Cheques	\$ 10,609.64
<b>Reconciliation Balance as at 28 February 2015</b>	<b><u>\$ 2,789,843.94</u></b>

#### **INVESTMENT REGISTER**

INSTITUTION	DEPOSIT NO.	TERM (days)	RATE	MATURITY DATE	INSTITUTION TOTAL
National Australia Bank	01/09	At Call	2.60%		\$ 519,163.97
AMP	99/13	270	3.50%	12/06/2015	\$ 1,000,000.00
AMP	111/15	180	3.30%	11/08/2015	\$ 1,000,000.00
Central Murray Credit Union	104/14	90	3.75%	14/03/2015	\$ 2,000,000.00
Bendigo Bank	85/11	180	3.45%	9/06/2015	\$ 2,000,000.00
Defence Bank Limited	102/14	210	3.55%	29/03/2015	\$ 1,000,000.00
Defence Bank Limited	106/14	210	3.55%	9/04/2015	\$ 1,000,000.00
Hume	91/12	365	3.40%	10/01/2016	\$ 1,000,000.00
Hume	87/11	365	3.40%	27/01/2016	\$ 1,000,000.00
IMB	105/14	180	3.40%	13/07/2015	\$ 2,000,000.00
Goulburn Murray Credit Union	101/14	270	3.65%	13/05/2015	\$ 1,000,000.00
Goulburn Murray Credit Union	103/14	270	3.50%	13/09/2015	\$ 1,000,000.00
NAB	108/14	180	3.55%	12/05/2015	\$ 1,000,000.00
NAB	109/14	180	3.20%	26/08/2015	\$ 1,000,000.00
NAB (LIRS LOAN)	110/15	90	3.50%	6/04/2015	\$ 1,630,000.00
					<b><u>\$ 18,149,163.97</u></b>

**Total Funds Held at 28 February 2015**

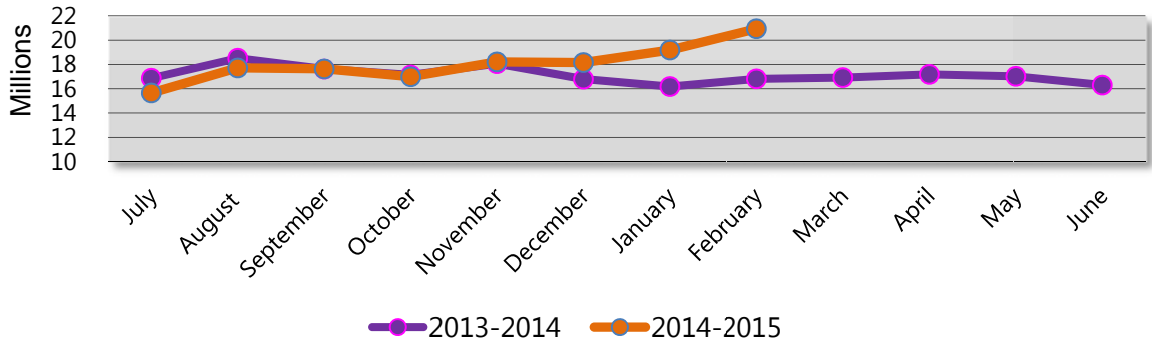
**\$20,939,007.91**

Carla von Brockhusen - Finance Manager

RESOLUTION

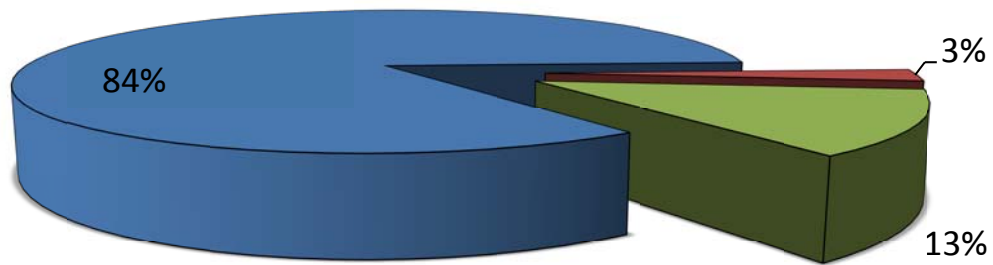
Items requiring Council Resolution

Funds Held at End of Month

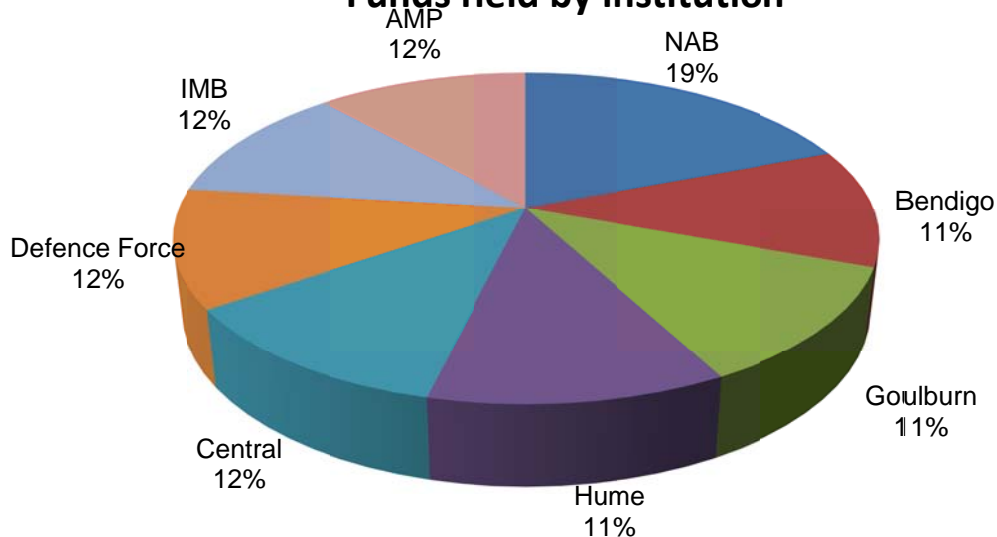


Funds held by investment type

■ Term Deposits ■ At Call ■ Cash at Bank



Funds held by institution



RESOLUTION

Berrigan Shire Council Business Paper, 18<sup>th</sup> March, 2015

Items requiring Council Resolution

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**Changes in Investment Portfolio for February 2015**

Previous Investment			New Investment		
Prior Financial Institution	Amount	Interest Rate	Current Financial Institution	Amount	Interest Rate
NEW	\$1,000,000	3.30%	AMP	\$1,000,000	3.30%
NAB	\$1,000,000	3.50%	NAB	\$1,000,000	3.20%

RESOLUTION

Items requiring Council Resolution

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**5.2 HALF COST SCHEME 05/13/14 KERB AND GUTTER CONSTRUCTION – KELLY STREET, TOCUMWAL****AUTHOR:** Executive Engineer**STRATEGIC OUTCOME:** Supported and engaged communities**STRATEGIC OBJECTIVE:** 1.3 Connect and protect our communities**FILE NO:** 28.167.4 & HC05/13/14**RECOMMENDATION:** - that the Council proceed with the construction of kerb and gutter in Kelly Street, Tocumwal pursuant to Section 217 of the Roads Act 1993 and Council's Administration of Contributory Footpath and Kerb and Gutter Schemes Pursuant to clause 217, 218 & 219 of the Roads Act 1993 Policy, and make a charge on abutting property owners in accordance with the Schedule for Scheme 05/13/14 as set out below.



Items requiring Council Resolution

Property	Owner's Percentage	Frontage (m)	Total Cost \$	Owner's Cost Excl GST \$	GST \$	Total Owner's Cost Incl. GST \$	Council Cost Excl GST \$
Lot 3 Sec 48 DP758981 53-55 Charlotte Street Tocumwal NSW 2714	25%	20.120	\$2,414.40	\$603.60	\$60.36	\$663.96	\$1,810.80
Lot 6 Sec 20 DP758981 46-48 Kelly Street Tocumwal NSW 2714	50%	40.310	\$4,837.20	\$2,418.60	\$241.86	\$2,660.46	\$2,418.60
Lot 51 DP712960 50 Kelly Street Tocumwal NSW 2714	50%	20.920	\$2,510.40	\$1,255.20	\$125.52	\$1,380.72	\$1,255.20
Lot 52 DP 712960 52 Kelly Street Tocumwal NSW 2714	25%	19.510	\$2,341.20	\$585.30	\$58.53	\$643.83	\$1,755.90
<b>COUNCIL'S FRONTAGE</b>	0%	87.790	\$10,534.80	\$0.00	\$0.00	\$0.00	\$10,534.80
		188.650	\$22,638.00	\$4,862.70	\$486.27	\$5,348.97	\$17,775.30

**Items requiring Council Resolution**

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**Estimated full unit rate is \$120.00 excluding GST per linear metre, inclusive of survey, design, construction and supervision.**

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**REPORT:**

Council's 2014/15 Capital Works Program includes the construction of kerb and gutter at Kelly Street, Tocumwal.

Affected owners have been advised of the proposed works and contributions in accordance with the policy and have been asked to advise the Council of their agreement or otherwise to participate in the scheme. The notification advised them that if they did not respond by Monday 31 March, 2014 for Kerb and Gutter Scheme 05/13/14, it would be assumed there was no objection.

There was one response that was in favour of the half cost scheme. There were no other responses from the other three residents.

In late January of this year a second letter was sent out to the affected residents informing them that the proposal was going to council. There was no response received for these letters.

**Items requiring Council Resolution**

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**5.3 DETERMINATION OF FEES PAYABLE TO COUNCILLORS****AUTHOR:** General Manager**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by Council of Council operations and reporting**FILE NO:** 13.045.1**RECOMMENDATION:** - that the Council not make any submission to the Local Government Remuneration Tribunal in relation to its 2015 review and determination of fees payable to Councillors and categorization of Councils.

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**REPORT:**

The Local Government Remuneration Tribunal is required, pursuant to the Local Government Act, to conduct an annual review and make a determination in relation to fees payable to Councillors.

The Tribunal has commenced its review and has advised that it will not be calling for any submissions from Councils prior to making its determination.

The Tribunal will review the minimum and maximum fee levels for each category of Councils. In doing so the Tribunal has also advised that it is required to apply the Governments public sector wages policy that caps any increases at 2.5%.

The Tribunal is also required to review the categorization of Councils (as these categories are used to determine Councillors fees for "categories" of Councils) every three years. As these categories were last reviewed in 2012 they must be reviewed during 2015.

Despite the above, the Tribunal correctly points out that while there has been no significant change to Councils in the past three years there is currently significant change ahead.

Given this the Tribunal is seeking submissions in relation to Council categories that specifically have regard to how "Fit for the Future" Councils should be recognized in any future or alternate categorization model.

Submissions are required by 23<sup>rd</sup> March 2015.

### Items requiring Council Resolution

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Whilst the Council could have issues it would like to express in relation to Council categories this would most likely best be made when the future of NSW local government is clearer.

RESOLUTION

**Items requiring Council Resolution**

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**5.4 REFUSE DISPOSAL NATIONAL AND REGIONAL PARKS****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:** 11.096.3**RECOMMENDATION:** - for discussion

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**REPORT:**

The Council has, over a period of time, been considering the issue of refuse collection at National and Regional Parks within the Shire. This followed on from a decision of the Council not to provide the National Parks and Wildlife Service free disposal at Council landfills and the subsequent response of the Service to withdraw rubbish bins from the Parks.

“At the November 2014 Council meeting the Council considered the following report:

*The Chairman of Barooga Advancement Group has written to advise of the group’s concern with the removal of the bins from the National and Regional Parks in the vicinity of Barooga.*

*Whilst not stated the inference is that the NSW National Parks and Wildlife Service has removed the bins from the Parks following the Council’s recent decision not to provide it with free disposal at Council landfills.*

*The Chairman expresses his concern that there will be a build of rubbish in the Parks during the camping season and puts forward the following ideas for consideration:*

- *Maybe the bins can be there just for camping season.*
- *Barooga Advancement Group can run an awareness campaign locally that these bins are not for local residents*
- *put signage around the bins "only for campers"*
- *put a CCTV at each site to monitor local use*
- *share the costs between National Parks and Berrigan Shire (not sure who pays for it now)*

### Items requiring Council Resolution

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- *Or we have a Barooga transfer station at Berrigan Road corner for example, we have a levy on our rates*
- *maybe BAG could run a half yearly "hard rubbish weekend" where all hard rubbish goes on the kerb, all the hoarders take what they want and the rest goes to the tip*

*While some of the above have merit the fact remains that the NSW National Parks and Wildlife Service are responsible for the operational costs associated with its Parks in exactly the same way as the Council and other Authorities are for their areas of responsibility".*

Following consideration of that report the Council resolved "that the Council write to the National Parks and Wildlife Service and the Minister in relation to the removal of the bins from the National and Regional Parks in the vicinity of Barooga".

As a result of the Council's resolution it has received a response from the Acting Deputy Chief Executive – National Parks and Wildlife Service to the effect that:

- The decision to remove the bins was based on the benefits delivered following bin removal at other NPWS parks and reserves such as litter being taken home to be recycled or disposed of appropriately;
- Since the bins have been removed NPWS has received positive feedback from day visitors and campers regarding an improvement in visual amenity and a reduction in odour;
- NPWS will continue to monitor the situation relation to any rubbish dumping and will respond promptly should this occur.

There is significant concern with the above response as:

- The issue appears to be driven by cost not benefit ie if the Council had provided free disposal then the existing service would have continued;
- The statement regarding positive feedback appears contrary to the reported conditions on the ground;
- At the time of the declaration of the Parks great promise was made of the economic benefits of the Parks which are unlikely to be realized if they are in fact a dumping ground;
- The significant level of State investment in the Parks which has not been supported by any actual evidence of investment.

### Items requiring Council Resolution

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The Barooga Advancement Group has been monitoring the situation and has the view that the Parks are being significantly impacted by rubbish. It has also trialled a paid collection service with some success.

The key issue is how to progress the issue so that the Parks are not dumping grounds and the community has some prospect of realizing any economic gain that can be made available to it.

In attempting to achieve a positive outcome the Council has several options it could pursue either separately or as a combined action such as:

- Continue political lobbying;
- Working with local NPWS offices to try find a solution to the collection and disposal of the refuse;
- Developing some form of community based activity targeting the above two options;
- Forming some form of working party to progress the options.

It is also worth noting that this problem also apparently exists in the Parks to the west of Tocumwal.

Some discussion around the issue would be useful

### Items requiring Council Resolution

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## 5.5 WASTE COLLECTION AND DISPOSAL POLICY

**AUTHOR:** Director Corporate Services

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by Council of Council operations and reporting

**FILE NO:** 28.128.8

**RECOMMENDATION:** - that the Council revoke:

- Waste Management Policy
- Access to the Council's Refuse Depot – Special Events Policy
- New Kerbside Garbage Collection Services Policy

and adopt the following policy for Waste Collection and Disposal.

### WASTE COLLECTION AND DISPOSAL POLICY

#### 1. POLICY STATEMENT

Management of a waste collection disposal and recycling system for Berrigan Shire is one of the core responsibilities of Berrigan Shire Council.

This policy puts in place a framework under which the Council will deliver these services.

#### 2. PURPOSE

The purpose of this policy is to plan and provide for an environmentally sustainable and effective system for waste disposal in line with the *Waste Avoidance and Resource Recovery Act 2001*, other legislation and community expectations.

#### 3. SCOPE

This policy applies to all waste management activities undertaken by Berrigan Shire Council

#### 4. OBJECTIVE

This policy is developed to assist the Council with Delivery Plan Objective 1.3.2.2:



## Items requiring Council Resolution

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*Manage landfill, recycling and waste disposal*

### 5. **DEFINITIONS**

**Hardwaste** – Includes waste that is neither putrescible (organic) or recyclable

**Greenwaste** – Includes garden waste, tree lopping and lawn clippings

**Putrescible** – Organic waste that is capable of decomposing (i.e. food scraps etc.)

**Recyclables** – Includes materials able to be recycled in accordance with national standards e.g. cardboard, paper, plastics, metal, batteries, tyres and whitegoods etc.

**Scavenging** – the removal of items previously left as waste from a waste management facility by the public.

**Special Event** – A special event includes the following

- Picola Football Netball League and Murray Football Netball League Grand Finals (if held in Berrigan Shire)
- Berrigan and Finley Agricultural and Horticultural Shows
- Berrigan Gold Cup
- Finley Ricestrippers Ball
- Tuppal Food and Fibre Festival
- Other events as determined by the General Manager on a case-by-case basis.

### 6. **POLICY IMPLEMENTATION**

#### 6.1 **Waste management facilities**

##### 6.1.1 Location

Berrigan Shire Council will operate the following facilities

- Berrigan Waste Management Facility – receives all waste
- Tocumwal Waste Management Facility – receives only clean hardwaste, recyclables and greenwaste
- Finley Recycling Centre – receives only recyclables

##### 6.1.2 Opening hours

Opening hours for these facilities are set as:

### Items requiring Council Resolution

Facility	MON	TUES	WED	THURS	FRI	SAT	SUN
<b>Berrigan</b>	Closed	1:30pm – 4:00pm	Closed	1:30pm – 4:00pm	Closed	Closed	12:30pm- 4:00pm
<b>Tocumwal</b>	Closed	Closed	1:30pm – 4:00pm	Closed	1:30pm – 4:00pm	Closed	1:30pm – 4:00pm
<b>Finley</b>	Closed	Closed	Closed	Closed	Closed	Closed	8:30am – 12:00pm

Opening hours for these facilities will only be modified by resolution of the Council.

All waste management facilities will be closed on the following days:

- Christmas Day
- Good Friday
- ANZAC Day

While open, use of the facility will be supervised by an authorised Council employee at all times. Access to the facility outside normal opening hours is prohibited, except as otherwise allowed for in this policy.

#### 6.1.3 Fees and charges

Fees and charges for these facilities will be set annually in the Fees and Charges Register.

As a general rule, all users of the facility will be charged the appropriate fee at the time of disposal. There is to be no free use of any of the waste management facilities.

Requests for the Council to donate the cost of use of the facility are to be directed to the Council for assessment under the Donations and Financial Assistance Policy. Unless the Council has expressly given notice that it will donate the cost of the fees, payment must be made at the time of disposal.

Commercial entities frequently using the Council's Waste Management Facilities may be granted credit facilities in line with the Council's Commercial Credit Policy. Until access to credit is expressly provided, payment must be made at the time of disposal.

## Items requiring Council Resolution

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### 6.1.4 Special events

The Council will cooperate with the organisers of “special events” regarding collection and disposal of waste associated with the event.

Generally, this will be by way of providing bins to allow for the normal kerbside collection service to collect.

Where this is not possible or practicable, the Council may allow access outside normal hours to a waste management facility for “special events”.

If access is allowed, the following arrangements will apply

1. On the last working day before the event an authorised representative of the organisers of the “special event” will collect a key from the Council Administration Office
2. At this time, the representative will complete a “Key Issue Responsibility Acceptance” form, noting that failure to return the key may make that person liable for the cost of installing new locks as required.
3. When the key is collected, the representative will pay any appropriate tipping fees based on an estimate of the type and quantity of the refuse expected to be disposed of. An adjustment to these fees may be made after the event if the types and quantities are materially different.
4. The key is to be returned on the first working day after the event.

Abuse of this privilege will see that organisation prohibited from access outside normal hours in the future.

Requests for subsidised tipping fees and the like will be considered as per the Council’s Requests for Donations and Financial Assistance Policy.

### 6.1.5 Scavenging rights

The Council will not allow any scavenging at any of its waste management facilities under any circumstances.

## 6.2 Kerbside collection

### 6.2.1 Services

The Council will offer the kerbside collection services shown in the table below:

### Items requiring Council Resolution

Name	Service
<b>Domestic Waste Collected</b>	1 x Weekly pick up of 120 litre small garbage bin. (Green) 1 x Fortnightly pick up 240 litre recycling bin. (Blue)
<b>Additional Service (Collected)</b>	1 x Weekly pick up of 120 litre small garbage bin (Green)
<b>Uncollected (vacant)</b>	Charged on vacant land within the collection zone – no service is provided.
<b>Business / Non Residential Garbage</b>	1 x Weekly pick up of 240 litre big bin. (Green)
<b>Garbage and Recycling</b>	1 x Weekly pick up of 240 litre big garbage bin. (Green) 1 x Fortnightly pick up of 240 litre recycling bin. (Blue)
<b>Recycling Collected</b>	1 x Fortnightly pick up of 240 litre recycling bin. (Blue)

#### 6.2.2 Serviced area

The Garbage and Recycling services are normally only provided to those that are within the town boundary.

Under certain circumstances Council's service provider will collect outside the town boundary if a significant number of people request the service.

#### 6.2.3 Voluntary service

Residents outside the service area may avail themselves of the waste kerbside collection service. A request for this service will be passed on the Environmental Engineer to assess in line with this policy.

The Environmental Engineer will determine the nearest collection point where the resident will need to bring their bins for collection.

Any property provided with a garbage service under this section will also receive a recycling collection service.

#### 6.2.4 Fees and charges

Fees and charges for these facilities will be set annually, via the:

## Items requiring Council Resolution

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- Fees and Charges Register,
- Rating and Revenue Policy, and
- through the Council's rates and charges resolution.

### 6.2.5 Compassionate service

The Council will provide a larger 240 litre bin for the garbage service for Residents with special waste collection needs relating to their medical care – i.e. dialysis machine and adult incontinence aids etc.

Each request for a larger bin under this section will be assessed on their merits by the Environmental Engineer.

Residents will be asked to provide evidence – i.e. a medical certificate or a statutory declaration – in support of their request.

## 7. RELATED LEGISLATION, POLICIES AND STRATEGIES

### 7.1 Legislation and other documents

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- *Waste Avoidance and Resource Recovery Act 2001*
- [Reducing Waste: Implementation Strategy 2011-2015](#)

### 7.2 Relevant Council documents

- Fees and Charges Register
- Waste Management Asset Management Plan
- User Fees and Charges Policy
- Commercial Credit Policy
- Requests for Donations and Financial Assistance Policy

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## REPORT:

### Background

Council staff are continuing to review its existing policies on an ongoing basis. The most recent policies for review relate to the Council's Waste Management function.

The Council has three existing policies for this service – attached as Appendix "A".

### Items requiring Council Resolution

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- Waste Management Policy – which sets hours of operation and, while never revoked, is grossly outdated.
- Access to the Council's Refuse Depot – Special Events Policy – which allows community groups access to the waste management facilities outside ordinary operating hours if they hold a special event
- New Kerbside Garbage Collection Services Policy – (adopted in 1999) which provides advice to staff and residents about extending bin pick-up areas. The policy and again, while not revoked, is outdated and been replaced by a new arrangement.

The proposed policy is designed to replace all three policies and reflect the Council's current practices, as well as formalise some of the Council's other ancillary services it offers with regard to waste management.

The draft policy has been designed with input from the Environmental Engineer, Director Technical Services and others staff from the Environmental Section.

#### **Content**

The draft policy contains the following:

##### Waste Management Facilities

- The number and type of facilities operated and their opening hours
- How fees and charges are set
- After-hours use for groups organizing special events
- A ban on scavenging

##### Kerbside collection

- The types of kerbside collection services offered
- How the serviced area is determined
- Additional collections
- How fees and charges are set
- Compassionate services

#### **Options**

While this policy does make some changes when assessed against the existing policy as written, it does not make any changes to the current practices of the Council.

The idea of the policy is simply to put in the one place some of the key policy positions of the Council, so that they can be easily identified and changed if necessary.

**Items requiring Council Resolution**

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That said, the Council may, if it wishes, modify some or all of the proposed policy or not adopt it at all. There is no compulsion on the Council to have specific policies on these matters if it chooses not to.

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### Items requiring Council Resolution

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#### 5.6 FIXING COUNTRY ROADS DRAFT DEED

**AUTHOR:** Director Corporate Services

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by Council of Council operations and reporting

**FILE NO:** 28.128.8

**RECOMMENDATION:** - that the Council delegate authority to the General Manager to sign and seal the Restart NSW Funding Deed for the Silo Road project on its behalf.

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#### REPORT:

Infrastructure NSW has granted Berrigan Shire Council \$2.5m under the *Fixing Country Roads* component of its *Restart NSW* program to upgrade and improve access to the Tocumwal Intermodal.

Silo Road is to be upgraded by widening to allow for 2 through traffic lanes, turn lanes and a designated truck parking lane. The horizontal alignment of the curve on the northern end will be improved to allow passing by A-Double road trains at a design speed of 60km/h. The road structure will be provided with a heavy duty pavement and surfaced with asphalt. Drainage will be upgraded to service the road and adjoining grain handling facilities.

The project is estimated to cost around \$3m and work is expected to be complete by June 2016.

Infrastructure NSW invited staff from Berrigan Shire Council to a meeting in Griffith on 26 February to discuss their requirements for the management of this project. At the meeting, Infrastructure NSW advised Council they are very keen for projects to start as soon as possible.

Infrastructure NSW and the Council are working on a draft funding deed. The deed has two sections:

- The standard funding arrangement (which is non-negotiable), and
- A set of attachments specific to this project.

Given the very short time available before the NSW Government went into caretaker mode, the draft deed was unable to be finalised and cannot be signed until after a new government is sworn in following the election.



**Items requiring Council Resolution**

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To avoid delays, Infrastructure NSW have requested that the Council delegate authority to the General Manager to sign the completed deed on behalf of the Council – provided the Council are comfortable with this arrangement.

A copy of the draft deed – without the project specific attachments – is attached as Appendix “B”.

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## Items requiring Council Resolution

**5.7 EARLY CHILDHOOD INTERVENTION SERVICES – POLICIES AND PROCEDURES****AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by Council of Council operations and reporting**FILE NO:** 3.160.3**RECOMMENDATION:** - that the Council

- **revoke all existing policies and procedures directly relating to its Early Childhood Intervention service, and**
- **adopt the suite of policies and procedures included in the Manual attached as Appendix “C”.**

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**REPORT:**

On behalf of the NSW government, Berrigan Shire Council provides an Early Childhood Intervention service in the Shires of Berrigan, Jerilderie and Urana. The service provides support to children aged 0-8 with developmental and other difficulties and their families, especially with the transition to school.

While the service is reasonably autonomous in its operations, the Council is its auspicing and governing body and is responsible for ensuring that the services meets prescribed quality and service standards and that its funds are spent in line with the funding agreement.

As part of the transition to the National Disability Insurance Scheme and other changes to disability support, the Berrigan Shire Early Intervention Service is required to be re-accredited to be eligible to continue to operate the service. The re-accreditation audit is being undertaken by BSI Benchmark Certification.

The re-accreditation process requires the service to review all their policies and procedures. In late 2014, BSI conducted a gap analysis of the service's policies and procedures and made some recommendations for changes, additions and improvements to ensure the service can operate in the new disability framework.

The resulting changes are reflected in the proposed Policy and Procedures Manual attached as Appendix “C”.

## Items requiring Council Resolution

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The Manual includes policies and procedures relating to the following:

### **Standard 1 Rights**

*Human rights access*

*International Policy*

*Local Policy*

*National Policies*

*Section 1.1 Introduction*

*Section 1.2 Responsibilities*

*Section 1.3 Procedures*

*1a. Access to Service*

*1b. Advocacy*

*1c. Behavioral Management*

*1d. Carers*

*1e. Child Protection*

*1f. Complaints and Disputes*

*1g. Confidentiality and Privacy*

*1h. Consent*

*1i. Cultural Inclusion*

*1j. Decision Making*

*1k. Early Intervention*

*1l. Education*

*1m. Eligibility Intake and Exit*

*1n. Epilepsy Management*

*1o. Family Relationship*

*1p. Health Plans and Medical Access*

*1q. HAD Reporting*

*1r. Home Visits*

*1s. Human Rights*

*1t. Inclusion Support*

*1u. Individual Needs*

*1v. Lifestyle and Leisure*

*1w. National Disability*

*1x. Participation*

*1y. Protection*

*1z. Referral*

### **Standard 2: Participation and Inclusion**

*Section 2.1 Introduction*

*Section 2.2 Responsibilities*

*Section 2.3 Procedures*

*2a. Decision Making*

*2b. Cultural Inclusion*

*2c. Inclusion Support*

*2d. Training and Support*

*2e. Volunteering and Work Placement*

### **Standard 3: Individual Outcomes**

## Items requiring Council Resolution

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*Section 3.1 Introduction*

*Section 3.2 Responsibilities*

*Section 3.3 Procedures*

*3a. Behavioral Management*

*3b. Carers*

*3c. Decision Making*

*3d. Early Intervention Assessment*

*3e. Eligibility Intake and Exit*

*3f. Transition*

**Standard 4: Feedback and Complaints**

*Section 4.1 Introduction*

*Section 4.2 Responsibilities*

*Section 4.3 Procedures*

*4a. Complaints*

*4b. Cultural Inclusion*

*4c. Feedback*

**Standard 5: Service Access**

*Section 5.1 Introduction*

*Section 5.2 Responsibilities*

*Section 5.3 Procedures*

*5a. Access to Service*

*5b. Educational*

*5c. Eligibility Intake and Exit*

*5d. Staff Employment*

*5e. Valued Status*

**Standard 6: Service Management**

*Section 6.1 Introduction*

*Section 6.2 Responsibilities*

*Section 6.3 Procedures*

*6a. Community Engagement*

*6b. Financial Management and Planning*

*6c. Health Plans and Access to Medical Services*

*6d. HADS reporting*

*6e. Home Visits*

*6f. Interagency Collaboration*

*6g. Recruitment*

*6h. Strategic Planning*

*6i. Volunteering and Work Placement*

*6j. Work Health & Safety*

This manual is required to be adopted by the Council as the governing body of the service. In order to meet the re-accreditation timeframe, the policies are required to be adopted by 27 March 2015.

## Items requiring Council Resolution

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**5.8 BAROOGA COMMUNITY BOTANICAL  
GARDENS COMMITTEE OF MANAGEMENT****AUTHOR:** General Manager**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by  
Council of Council operations and  
reporting**FILE NO:** 21.101.1**RECOMMENDATION:** - that the Council:

- A) Revoke existing members of the Barooga Community Botanical Gardens Committee of Management.
- B) pursuant to Section 355 of the Local Government Act, 1993, appoint the following persons to the Committee of Management:

President	Mrs Lyn Knight
Secretary	Mrs R Burnett
Treasurer	Mr M Burnett
Committee	Mrs J Cullen, Mr G Brentnall, Mr R Wright, Mrs M Nixon, Mr G Backhouse, Mrs C Wigg, Mrs W Wright and Mrs I Twigg

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**REPORT:**

Advice of Committee members has been received and could be endorsed by the Council.

Items requiring Council Resolution

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**5.9 FRIENDS OF THE TOCUMWAL LIBRARY  
COMMITTEE OF MANAGEMENT****AUTHOR:** General Manager**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by  
Council of Council operations and  
reporting**FILE NO:** 03.095.2**RECOMMENDATION:** - that the Council:

- A) Revoke existing members of the Friends of Tocumwal Library Committee of Management.
- C) pursuant to Section 355 of the Local Government Act, 1993, appoint the following persons to the Committee of Management:

President	Lois Johnson
Secretary	Esther Bryan
Treasurer	Gayle Blakey
Committee	Ann Way, Sita Baker, Barb Davis, Josie Johnson, Liz McLaurin, Sue Tyler and Jan Whitten

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**REPORT:**

Advice of Committee members has been received and could be endorsed by the Council.

## Items requiring Council Resolution

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**5.10 DRAFT BUDGET AND CAPITAL WORKS****AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by Council of Council operations and reporting**FILE NO:****RECOMMENDATION:** - that the Council adopt the 2015/16 Budget attached as Appendix “D” and Capital Works Program attached as Appendix “E” as a draft.

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**REPORT:****2015/16 BUDGET SUMMARY****INTRODUCTION**

At the time of preparing this budget, Berrigan Shire Council is preparing its submission under the NSW Government’s *Fit for the Future* program.

In the Fit for the Future program, the NSW Government recommended that Berrigan Shire Council amalgamate with Jerilderie Shire Council – however any amalgamation remains voluntary at this stage.

As the ultimate outcome of this process is unknown, the Council has prepared this budget on an assumption that it will continue to operate on much the same basis as it is at present. Obviously, any amalgamation –with Jerilderie or others – will require a complete review of this budget and the underlying assumptions.

The highlights of this budget are two major capital works project.

- \$1.63m of essential stormwater drainage improvements, funded by a loan partially subsidised by an interest rate subsidy from the NSW government.
- A \$3m upgrade of Silo Road in Tocumwal to improve access to the Tocumwal Intermodal – with \$2.5m in funding provided by Infrastructure NSW under the Fixing Country Roads program.

This budget also takes some measures to address the funding gap created by the Federal Government’s decision to “pause” indexation of the Financial

### Items requiring Council Resolution

Assistance Grant (FAG). This decision has required the Council to find \$2.5m worth of savings over the next 10 years.

#### Rates and charges

An ordinary rate revenue increase of 2.4% has been included in the budget for 2015/16. This represents the maximum permissible amount allowed by the Independent Pricing and Regulatory Tribunal (IPART) in accordance with the rate pegging provisions of the *Local Government Act 1993*.

The Council can elect to adopt this level of increase or it can adopt a lower amount, including a rate revenue reduction.

The permissible level of increase is a global limit on the total amount of Ordinary rates raised. The Council retains the flexibility to re-distribute the rate burden amongst rating categories as it sees fit, provided the global permissible limit is not exceeded. In instances involving properties in the Town rating categories, rates revenues have been re-apportioned so that each average town property, on average, pays the same or similar rate.

The rate peg is based on the Local Government Cost Index. This index measures the increase in costs for items such as wages and fuel used by Councils to provide services. From this result of this index, IPART then deduct a "productivity factor" in expectation that Councils will become more efficient in their operations.

In determining the 2013/14 rate peg, IPART determined a 2.47% increase in the Local Government Cost Index and deducted a 0.04% productivity factor. The resultant 2.43% was then rounded down to set the peg at 2.4%.

Table 1 below provides a summary of these changes.

**TABLE 1: Ordinary rate increases 2013-2016**

YEAR	LG COST INDEX	"PRODUCTIVITY" FACTOR	CARBON IMPOST AMEND.	INCREASE TAKEN UP BY COUNCIL
2013-14	3.7%	-0.2%	-0.1%	3.4%
2014-15	2.8%	-0.2%	-0.3%	2.3%
2015-16	2.47%	-0.04%	-	2.4%
2016-17 (assumed)	2.5%	-	-	2.5%

The budget and the rate in the dollar have been based on property values provided by the Valuer-General as of March 2015. There is a possibility that these figures may change before the adoption of the budget and the rate due to supplementary valuation amendments.



### Items requiring Council Resolution

The land values used to strike the rate have a base date of 1 July 2013. It is estimated that the rate peg allowance and natural growth will raise an additional \$110,000 nett (after pension rebates and state subsidy) in 2015/16 when compared to the 2014/15 original budget.

The approximate effects of these permissible rate increases on average Ordinary rates, are shown in Table 2 below (as at March 2015)

More detailed information on the effects of this year's permissible rating increase on all rating categories is shown in a table further into this report.

**TABLE 2: Average Ordinary Rate by Category**

Rate Category	2014/15 <sup>^</sup>	2015/16 <sup>#</sup>
Farmland	\$1,902	\$1,950
Residential Rural	\$597	\$614
Residential (other)	\$3,247	\$3,262
Urban/Town Properties	\$740	\$761

<sup>^</sup>as at June 2014

<sup>#</sup>as at March 2015

The total average residential annual Ordinary rates and charges, including water, sewer, domestic waste management/garbage and stormwater/drainage, will be \$2,050 for 2015/16 as compared to \$1,972 for 2014/15. This is an overall increase of rates and charges of \$78. Most Ordinary rates have increased by approximately 2.4% and utility charges have increased by between 4% and 5% but the Stormwater Charge has not changed.

#### Operating grants and investment income

The Federal Government has "paused" indexation of the Financial Assistance Grant (FAG) paid to local governments for a three year period. On this basis, the grant has been shown at historic levels – with no allowance for an increase until 2017/18.

The actual amount of FAG received by the Council may vary however as a result of the formula used to determine the distribution across the over 500 local governments in Australia.

The Council may wish to reconsider the use of the Financial Assistance Grant at the second quarterly review when the actual amount of the grant will be known. Audit results for 2014/15 will also be available and decisions can be made at that time based on that information.

The Rural Local Roads grant has been treated on the same basis as the FAG.

Roads to Recovery (R2R) grant funding has been included at \$625,000. In return for this funding, the Council is obliged to maintain its expenditure on

### Items requiring Council Resolution

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roads at current levels from its own funds. This program has been extended for another five years from 2014/15.

The Council has traditionally been conservative when recognising investment interest income in its initial operating budget. This has been for prudential reasons – not wanting to allocate these funds for future expenditure until they have been received.

The Council has traditionally waited until the adoption of the audited financial statements to recognise and make use of these funds.

#### **Utility charges**

The principles of full-cost recovery for the water and sewerage funds are continued in this four year plan.

This year, as well as an annual indexation increase of 3%, the water, sewer and domestic waste management services have also been required to make a contribution towards the cost of strategic and social planning and enterprise risk management. These services have made use of these Council functions in previous years but did not contribute to their funding. This anomaly has been corrected in this budget.

The draft budget proposes that the Annual Water Access Charge for 2015/16 be set at \$497.00 for the provision of water supply services. This is an increase of \$23.00 from the 2014/15 charge.

This budget, and the associated water charges, is based on an assumption that water restrictions will not be in place in 2015/16.

Variable water revenues from water usage, and therefore tariffs or charges per kilolitre, may fluctuate significantly throughout the year if restriction levels vary significantly. The situation will need to be monitored regularly, and tariffs amended accordingly, in order to achieve the necessary total revenue required to maintain and operate the Council's water infrastructure and services.

The Council may apply new variable water consumption tariffs and restrictions at its discretion, based on competent economic management.

The following water consumption charges for water reading cycles during 2015/16, under the prevailing water restriction stages, will be based on the tariffs shown in Table 3 below.

The proposed consumption tariff charges shown have not changed since 2011/12.

### Items requiring Council Resolution

This methodology of charging, whilst not compliant with Best Practice Guidelines, helps secure the Water Funds overall revenue in times of widely varying consumption. The Council and the community have learnt that under the volumetric pricing regime for water, significant water consumption variations lead to significant revenue variations whilst expense levels only alter marginally. This has the potential to severely impair the ability of these funds to meet their full-cost recovery aims.

The variable consumption charges apply from the first kilolitre - there are no allowances.

The charges as shown above will apply for water consumed from the next billing run after the introduction of the applicable water restriction stage. When possible, the Council will attempt to advise consumers of the amendment of the charges prior to use, although it is acknowledged that this may not be feasible under certain circumstances.

The charges shown below will be implemented at the discretion of Council and at the times deemed necessary.

**TABLE 3: 2015/16 Water Consumption tariffs**

Town	Water Supply Type	Tariff/Charge per KL		
		Stage 4	Other Stage	No Restrictions
Barooga/Berrigan/Finley	Treated	\$1.46	\$1.04	\$0.94
	Unfiltered	\$0.73	\$0.52	\$0.47
Tocumwal	Treated	\$0.97	\$0.69	\$0.62

Annual Sewerage Charges have been increased by around 5%, from \$477 to \$501. A 3% increase has also been applied to the Pedestal Charge and the On-Site Sewer Maintenance Charge.

For 2014/15 the Garbage Charges and the Domestic Waste Collection Charge will increase around 5%. This raises the Domestic Waste Management Collected Charge from \$256 to \$266 per service. The Garbage Collection Charge from \$242 to \$249 per service and the Uncollected Charge for vacant residential blocks has been increased from \$52 to \$53 – a 3% increase.

The recycling charges for businesses will increase by 3% for 2015/16.

The Stormwater Management Service Charge remains unchanged at \$25, or part thereof. This charge is levied on most urban properties. This is the maximum allowable charge

#### Budget result

### Items requiring Council Resolution

The estimated cash surplus/deficits for the years 2015/16 to 2018/19 are shown in Table 4 below:

**TABLE 4: Projected Consolidated Cash Result**

Year	Result
2015/16	\$39,996
2016/17	\$3,763
2017/18	\$1,151
2018/19	\$205,751

This takes into account anticipated results for 2014/15 and carryover of incomplete capital works.

Additional points for noting include:

Once again, award wage increases have absorbed all of the permissible Ordinary Rate income increase.

As has been the case for some years, funding continues to be tight in the General Fund, however Capital Works and maintenance have been maintained at historic levels.

Several significant items are impacting on the overall budget position and the Council's ability to take on discretionary expenditure. These are:

- Large scale drainage works brought forward to address issues identified in the March 2012 floods and proposed borrowings.
- The "pause" in Financial Assistance Grant indexation
- Beautification of town entries – a priority community project identified in the Community Strategic Plan.
- Overall escalating general cost increases.

While there are some significant capital works included in the Water Fund, the reserve balance should not be too badly affected, subject to revenue from consumption and temporary transfers continues to meet targets.

The Sewer Fund continues to generate large cash surpluses and is now making moderate operating surpluses. The Sewer Fund continues to be debt free and is a lender to the General Fund.

Attached with this budget commentary is:

## Items requiring Council Resolution

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- Nett Cost Statement which shows the nett cost of services to be funded from Ordinary Rates; and
- Complete line budget which shows each individual item of expenditure and revenue in function based format; and
- Capital works program, which includes most, but not all, capital works. Items not included typically include such things as office equipment. The cost summary contents on the front page of this document are included in the line budget as bulk capital expenses; and
- Schedule of budgeted movements in reserves.

### PROGRAMS

Set out below is a detailed summary of significant changes by Council function.

#### Corporate Services

The Corporate Services function relates to the governance and administration of the Council as a whole. This includes Councillor expenses and allowances, office functions such as payroll and accounts payable and customer service.

Salaries and Wages across the board have been inflated by 2.8% in 2015/16 and each of the following years as identified in the existing Local Government Award. – 2.8%.

This flows through to all staff overheads such as superannuation, workers compensation, insurance etc. as these are dependent on the level of salaries and wages. The significant increase in defined benefit superannuation contributions continues to have a marked effect on salaries and wages.

The Council has again allocated \$50,000 to fund the purchase of new Local Government Management software in 2015/16. Any migration to new software will occur when circumstances and staffing permits.

This budget includes an amount for insurance rebates but discounted against historic levels to reflect the lack of certainty regarding the amount likely to be received.

Overall debt servicing costs for the general fund is at 3.6% of rates/FAG/RLR grant – not taking into account any LIRS subsidy income. If the subsidy is taken into account, this cost falls to 3.1%

The cost of servicing debt will fall over the next two years as the earlier drainage loans are paid out.

### Items requiring Council Resolution

Each \$100,000 borrowed over a 10 year period costs approximately \$12,552 per year to repay based on a 4.7% interest rate.

#### Technical Services

This area of Council consists of the engineering, design and survey services of the Council.

This four year budget proposes no significant changes in the area of Technical Services expenses.

#### Plant Operation and Replacement

Continued high fuel prices and vehicle change over costs will require constant review of plant hire rates. Major plant items budgeted for replacement during 2015/16 are:

- Isuzu FFR Tipper
- 2 dog trailers for gravel trucks
- Isuzu FFR Bitumen Patching
- Multi-Pac VP2400 Tyred Roller
- Walker mower
- Concrete grinder

The Council has also allocated a nett \$29,750 for the purchase of utilities and a nett \$190,000 for the purchase of motor vehicles.

This budget projects that plant operations will place \$221,000 into the plant reserve in 2015/16.

#### Emergency Services

The Emergency Services budget has been drawn up on the basis of known historic costs and information from NSW Rural Fire Service, Fire and Rescue NSW and the State Emergency Services. It is possible this amount could vary from those forecast.

**Table 4** lists the budgeted contributions to each service to be made by the Council.

**TABLE 4: Contributions - emergency services**

Year	Result
NSW Rural Fire Service	\$ 50,500
Fire and Rescue NSW	\$ 93,000
SES NSW	\$ 16,200
<b>TOTAL</b>	<b>\$159,700</b>

## Items requiring Council Resolution

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The cost of the RFS service to the Council will fluctuate from year to year as the RFS Zone Management has a policy of purchasing a new appliance for a Berrigan Shire brigade every second year.

### **Environmental Services**

The Council's Environmental Services cover planning and land use, building and construction certification and inspection, public health and animal control.

There are no significant changes proposed in this budget from existing operations.

### **HACC/Other Community Services**

The Home and Community Care Program (Multi Service Outlet) provides a range of services to residents to enable them to continue to live independently. The service is fully funded by the NSW and Federal Governments, supplemented by user charges.

The Federal Government has proposed changes in the funding model for Home and Community Care from 1 July 2015, including the end of bulk funding.

As a result, the Council is not planning to continue to provide this service after 30 June 2015 and is actively working on a transition arrangement with a local agency.

Until such time as a transitional arrangement is in place, however, the Council will continue to provide for the service in its budget estimates.

### **Early Intervention Service**

The Early Intervention (EI) service is a State government service provided by the Council for children aged from 0-8 with developmental delays to enable those children to start school without undue difficulty.

The Berrigan Shire Early Intervention team also provides this service to Jerilderie and Urana Shires. For 2015/16, the Council has employed an additional part-time worker to deliver this service across all three local government areas.

The program is currently fully funded by NSW Government although plans are in place to move to a "consumer directed care" fees-based model.

Until a definite transition date is in place, the Council will continue to offer this service.

### **Housing**

The Council own four residential properties, used to attract and house staff.

### Items requiring Council Resolution

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The housing budget is based upon recurrent costs and programmed maintenance.

#### **Cemetery**

The Council operates four cemeteries – at Barooga, Berrigan, Finley and Tocumwal.

The cemeteries are operated on a cost-recovery basis, with interment charges expected to cover the costs of interment, plaques and ongoing cemetery maintenance.

In 2015/16, the Council proposes to install an irrigation system at the Finley Cemetery at a total cost of \$30,000 – including \$10,000 already committed in previous years.

It is also proposed to install a new wall of niches at Tocumwal.

#### **Garbage and Domestic Waste Management**

Under this function, the Council provides a domestic and commercial waste collection service, through a contractor. The Council also operates two waste management facilities – in Berrigan and Tocumwal.

The major capital expenditure proposed for this service in 2015/16 is excavation of the landfill hole in Berrigan.

This budget also establishes a sinking fund for the construction of a transfer station at Tocumwal with \$75,000 put aside per year for three years from 2016/17.

Charges have been indexed by 3% for the garbage collection and the domestic waste collected services plus a small increase to part fund the Council's strategic and social planning and enterprise risk management services.

#### **Stormwater Drainage**

The Council has borrowed \$1.62m to bring forward essential drainage works to 2015/16 and 2016/17. The loan is subsidised by the NSW government under the Local Infrastructure Renewal Scheme (LIRS)

The works funded under this scheme include:

- Berrigan
  - East Riverina Highway
  - Flynn St area
  - Drummond St



### Items requiring Council Resolution

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- Finley
  - Finley St detention basin
  - Murray St – Headford to Osborne St
  - William St – Hampden to East St
  - William St cross connection
- Tocumwal
  - Bent St to Barooga St North
  - Bruton St Electricity connection
  - George St – Dean St pump station

The Council expects to receive a subsidy under the LIRS scheme of around \$47,000 in 2015/16. Further details on the LIRS loan are shown later in this report.

The Council has previous internal loans for earlier drainage works. These loans are expected to be paid in full by 2016/17.

The Council has authority to apply a Stormwater Management Services Charge. The charge is expected to raise \$71,500 in 2014/15. The Council may only levy a maximum charge of \$25 and therefore no increase has been proposed from 2014/15. Proceeds from the charge will be used to partly fund payment of the internal loans.

As in 2014/15, there has been no provision made for the receipt of any developer charges to assist with drainage costs. This is a conservative position but is based on the understanding that no major subdivisions are currently expected in 2015/16.

#### **Environmental Protection**

This budget area relates to the construction and maintenance of flood levees and other flood mitigation works.

Under this function, the Council makes an annual allocation for levee works to provide cyclical capital works and levee bank maintenance.

The long term principle being applied is that the Council places in reserve an amount of \$50,000 to save up for future works. Those funds are then used to leverage future State and Federal grants.

The standard provision for this reserve has been made in 2014/15 and continuing in 2015/16, 2016/17 and 2017/18.

This is an area where a changing regulatory and risk environment following the most recent floods may require the Council to undertake additional works over the next few years.

## Items requiring Council Resolution

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### Community Services

The Community Services budget area includes the Council's support of social and cultural initiatives – either delivered by the Council or by third parties.

The Council proposes to continue its support of the Youth Development Committee through an allocation of \$10,000 over a four year period to 2018/19.

Youth Week commemorations have been allocated \$3,000 per year.

The Council is a member of South West Arts – the local regional arts board – and contributes \$8,000 per year to its operations.

### Water Supplies

The major capital item for the water fund is the installation of an automated water meter reading system. The system will lead to significant staff savings and work health and safety improvements.

The water service is expected to make moderate cash surpluses over the entire four year period

### Sewerage Services

After many years in deficit, the Council's sewerage fund made an operating surplus in 2013/14 and is expected to make an operating surplus in 2014/15 and onwards. At the same time, its cash position continues to improve.

The Sewerage Fund is debt free. The fund is a lender to the Council's General Fund for Stormwater Management Works.

### Public Libraries

The Council operates four public libraries – in Barooga, Berrigan, Finley and Tocumwal. This service was at one time largely funded by the NSW Government but now the Council is responsible for funding over 90% of the cost.

The library operating budget is primarily based upon historical cost and service levels.

The library subsidy received from the State has been included at historic levels. There is some risk that the level of subsidy will alter.

There are no significant capital works identified over the four-year life of this delivery plan.

### Community Amenities

This budget area includes the Council's public halls and public toilets.

### Items requiring Council Resolution

An amount has been set aside in 2015/16 to commission a report on how to construct new toilets at the Finley School of Arts hall without detracting from the significant heritage value of the hall. Work on a new configuration for the site is scheduled for 2016/17.

An allocation of \$100,000 has been set aside in 2015/16 as a contribution to the upgrade of the toilets at Tocumwal Town Beach.

#### Recreation

The Council provides five major recreation areas and a range of other parks and passive recreation areas. The Council maintains 14 playgrounds and three skate parks in these areas.

In 2014/15, the Council completed works on a new facility at Finley Recreation Reserve.

This finalises the Council's 10 year strategic program to modernise facilities at its Recreation Reserves.

\$50,000 for skate park improvements has been included in each of the 2015/16 and 2016/17 financial year. This \$100,000 fund will be used to improve Tocumwal Skate Park, and Finley Skate Parks.

A list of operating grants provided to volunteer committees of management is shown in Table 5 below.

**TABLE 5: Facility operating grants 2015/16**

Volunteer committee	Grant (\$)
<b>Pools</b>	
Berrigan	31,400
Finley	35,600
Tocumwal	31,400
<b>TOTAL</b>	<b>107,400</b>
<b>Recreation Reserves</b>	
Barooga	11,390
Berrigan	10,540
Finley	11,220
Finley Showgrounds	11,485
Tocumwal	11,140
<b>TOTAL</b>	<b>55,775</b>
<b>Halls</b>	
Berrigan	6,860
Finley	6,860
Tocumwal	3,280
<b>TOTAL</b>	<b>17,000</b>

### Items requiring Council Resolution

Other	
Berrigan Conservation Group and Tidy Towns	3,860
<b>GRAND TOTAL</b>	<b>\$180,175</b>

#### Quarries and Pits

No significant changes are proposed in the operation of Council's gravel pits.

#### Shire Roads

This budget area includes all roads, kerb and gutter, footpaths, physical townscape works, street lighting and bus shelters. The budget comprises two sections, being the capital works program and maintenance functions.

The capital works areas are detailed in the capital works program. The general policy in this area of infrastructure development and maintenance is that a roughly equivalent total nett cost amount will be committed to the overall program each year. The individual components of the program may, however, vary.

The biggest project in this function over the next two years is the redevelopment of Silo Road in Tocumwal at a cost of \$3m.

Silo Road is to be upgraded by widening to allow for 2 through traffic lanes, turn lanes and a designated truck parking lane. The horizontal alignment of the curve on the northern end will be improved to allow passing by A-Double road trains at a design speed of 60km/hr. The road structure will be provided with a heavy duty pavement and surfaced with asphalt. Drainage will be upgraded to service the road and adjoining grain handling facilities. Work is expected to be complete by June 2016.

The Council has put aside \$80,000 each year over the four year plan to fund town entrance beautification works. This will include signage, tree planting and other garden works to make the major entrances to the four towns more attractive for visitors and residents.

The first projects to be undertaken in the town entrance beautification program are the northern approaches to Finley and Tocumwal with work starting in 2015/16. Other projects in the program will be determined at a later date

Installation of aerial bundled cabling at Finley, Tocumwal and Barooga at an estimated cost \$300,000 over three years has been included in this budget as part of the Council's general strategy to improve town amenity. Installing aerial bundled cabling should prevent excessive pruning of street trees planted in the main streets of these towns

The Council has also put aside \$40,000 in for supply and installation of promotional flagpoles in all four towns. The Council has agreed to consider installation of the flagpoles on the basis that the chambers/community groups

## Items requiring Council Resolution

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in each of the towns will be responsible for supplying relevant promotional banners to fly on the poles.

### **Aerodrome**

The budget at Tocumwal Aerodrome allows for Council management and maintenance of the facility. There is limited scope for the aerodrome to raise its own revenue and operations at the facility require the use of general Council funds.

Operation of the aerodrome requires a \$125,000 subsidy from Council ratepayers annually, not including capital works.

The Council has set aside \$150,000 for runway patching and bitumen enhancement.

The Council has established an Aerodrome Works reserve and will contribute \$50,000 to this reserve annually from 2016/17 – following the completion of the runway enhancement detailed above in 2015/16.

### **RMS Works**

Roads and Maritime Services works cover two principal areas.

Firstly, the Council receives an estimated block allocation of \$881,000 for expenditure on its classified main roads.

Secondly, the Council receives an amount of \$175,000 as a half cost contribution towards the “Repair” program. The Council’s matching of this expenditure is funded from the Block Grant.

### **Caravan Parks**

The Council is responsible in some way for two caravan parks being Berrigan and Tocumwal.

While the Tocumwal Caravan Park has been privately operated under lease from the Council for some time, the Berrigan Caravan Park has now also been leased to a private operator.

Income from the lease of the Berrigan Caravan Park is not expected to be significant over the life of this budget.

### **Tourism and Area Promotion**

The Council has set aside \$85,000 for direct financial support for the tourism industry in the 2015/16 financial year. On top of this direct \$85,000 is additional support for events, development of new tourism infrastructure and membership of peak tourism bodies.

### Items requiring Council Resolution

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After consultation with the local tourism industry, in 2014 the Council adopted a new Tourism Strategy.

The strategy has three major branches:

1. Continuing support to the development of events that attract visitors to the Shire
2. In partnership with Moira Shire Council and Murray Regional Tourism Board, development of the integrated “digital platform” tourism websites.
3. Improvements to town amenity through the provision of infrastructure such as public toilets, paths, town entrance beautification and parks.

From July 2015, the Council will not provide direct financial support of the Tocumwal Visitor Information Centre but will continue to provide in-kind support such as use of the foreshore building and electricity.

The Events Development Program is projected to continue through to 2018/19 with the Council contributing up to \$20,000 in top-up funding per year to maintain the balance of the Events Management fund at \$80,000. The amount contributed each year will vary depending on the amount the Council contributes to events in that year.

2015/16 is the second year of a three year agreement for the Council to support the work of the Murray Region Tourism Board. The agreement requires an annual contribution of \$13,010.

#### **Business Development**

There are three elements contained in this function. Firstly, a pool of funds is provided for general assistance to economic activities or initiatives that may arise through the year.

Secondly, contributions to other bodies, activities and organisations are also provided.

Thirdly, the position of Economic Development Officer is typically funded in this area.

This budget puts aside \$20,000 for hosting of the Murray Darling Association annual conference in Barooga and Tocumwal in October 2015. It also puts aside \$10,000 for fruit fly mitigation over three years.

#### **Saleyards**

The Council leases its saleyards facility in Finley to a private operator. This arrangement stemmed a long running financial drain on the Council and has been a successful one for all parties involved.

## Items requiring Council Resolution

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The saleyard facility is provided as a service to the agricultural industry in Berrigan Shire.

The cost to the Council of owning and maintaining the saleyard facility is expected to be around \$40,000, mainly consisting of depreciation and insurance charges.

The Council created a sinking fund to be used to fund works required to eliminate or mitigate identified work health and safety issues. This sinking fund now totals \$100,000 which is considered sufficient to meet this requirement and as such no further contributions have been included in this budget.

### **Real Estate Development**

The budget does not include revenue from the sale of developed land in the Finley St, Finley subdivision or the Tocumwal Aerodrome. This is a conservative position and allows the Council to make a decision on these proceeds when and if a sale is made.

The Council had earlier determined that the proceeds of any sales would be returned to the Capital Works Reserve with the exception of 3 lots where the funds will be retained in the General Fund.

This budget included a proposal to sell a piece of land on the Newell Highway at Tocumwal and return the proceeds to the Capital Works Reserve. Alternatively the Council may make the land available for a truck stop type facility if another party commits to take on such a development.

No additional real estate development has been allowed for at this stage.

### **Private Works**

A conservative value for likely private works activities at a breakeven point for the Council has been included in the budget. Any profits generated from private works will be monitored and a decision made on its use when received.

### **Rates and Annual Charges Yields**

The proposed yields from the Council Rates and Annual Charges are shown in Table 6 below. The gross yield from each charge is shown separately.

The pension rebate has been calculated for each fund and is shown as a net figure – the rebate provided by the Council, less the partial subsidy provided by the NSW Government.

The 2014/15 yield shown is the actual figure levied last year. The 2015/16 figure is an estimate based on the rate increase proposed using land values as they exist in March 2015.

The 2016/17 and 2017/18 are projections based on the 2015/16 estimates.

## Items requiring Council Resolution

TABLE 6: Rates and Charges Yields 2014 to 2018

<b>ORDINARY RATES</b>					
% Increase-total nett ordinary rate revenue		2.4%	2.5%	2.5%	2.5%
Rate Category	2014/15	2015/16	2016/17	2017/18	2018/19
Farmland	\$1,730,937	\$1,772,466	\$1,816,777	\$1,862,196	\$1,908,751
Residential	\$54,146	\$55,445	\$56,830	\$58,251	\$59,707
Residential Rural	\$315,675	\$323,251	\$331,332	\$339,615	\$348,105
Res. River Land - Barooga	\$0	\$0	\$0	\$0	\$0
Res. River Land - Tocumwal	\$0	\$0	\$0	\$0	\$0
Residential - Barooga	\$503,332	\$515,954	\$528,852	\$542,073	\$555,625
Residential - Berrigan	\$307,560	\$315,085	\$322,962	\$331,036	\$339,312
Residential - Finley	\$627,257	\$644,291	\$660,398	\$676,908	\$693,831
Residential - Tocumwal	\$680,017	\$693,765	\$711,109	\$728,887	\$747,109
Business - Barooga	\$89,460	\$91,416	\$93,701	\$96,044	\$98,445
Business - Berrigan	\$68,366	\$70,039	\$71,789	\$73,584	\$75,424
Business - Finley	\$155,972	\$160,209	\$164,214	\$168,319	\$172,527
Business - Tocumwal	\$189,107	\$192,931	\$197,754	\$202,698	\$207,765
<b>GROSS YIELD</b>	<b>\$4,721,554</b>	<b>\$4,834,855</b>	<b>\$4,955,718</b>	<b>\$5,087,887</b>	<b>\$5,215,084</b>
Less Net Pension Rebate	-\$84,000	-\$86,500	-\$89,000	-\$91,500	-\$94,000
<b>NET YIELD</b>	<b>\$4,637,554</b>	<b>\$4,748,355</b>	<b>\$4,866,718</b>	<b>\$4,996,387</b>	<b>\$5,121,084</b>
<b>WATER CHARGES</b>					
% Increase - Access Charge		3.0%	2.5%	2.5%	2.5%
Access	\$1,800,726	\$1,888,100	\$2,185,305	\$2,239,938	\$2,295,936
Consumption	\$850,000	\$650,000	\$650,000	\$666,250	\$682,906
<b>GROSS YIELD</b>	<b>\$2,650,726</b>	<b>\$2,538,100</b>	<b>\$2,835,302</b>	<b>\$2,906,185</b>	<b>\$2,978,840</b>
Less Net Pension Rebate	-\$36,500	-\$38,250	-\$39,500	-\$40,500	-\$41,500
<b>NET YIELD</b>	<b>\$2,614,226</b>	<b>\$2,499,850</b>	<b>\$2,795,802</b>	<b>\$2,865,697</b>	<b>\$2,937,339</b>
<b>SEWER CHARGES</b>					
% Increase		3.0%	2.5%	2.5%	2.5%
Sewerage	\$1,616,553	\$1,697,889	\$1,740,336	\$1,783,844	\$1,828,440
Pedestal	\$149,500	\$153,900	\$157,748	\$161,692	\$165,734
Low Pressure Sewer	\$7,600	\$7,800	\$7,995	\$8,195	\$8,400
<b>GROSS YIELD</b>	<b>\$1,773,653</b>	<b>\$1,859,589</b>	<b>\$1,906,079</b>	<b>\$1,953,731</b>	<b>\$2,002,574</b>
Less Net Pension Rebate	-\$35,200	-\$37,500	-\$38,500	-\$39,500	-\$40,500
<b>NET YIELD</b>	<b>\$1,738,453</b>	<b>\$1,822,089</b>	<b>\$1,867,641</b>	<b>\$1,914,231</b>	<b>\$1,962,074</b>
<b>DOMESTIC WASTE, GARBAGE AND RECYCLING</b>					
% Increase Charge	2014/15*	3.0% 2015/16	2.5% 2016/17	2.5% 2017/18	2.5% 2018/19
Domestic Waste/Recycling	\$808,704	\$840,290	\$861,297	\$882,829	\$904,900
Domestic Waste Uncollected	\$15,500	\$15,900	\$16,298	\$16,705	\$17,123
Garbage/Business Recycling	\$60,250	\$67,563	\$69,252	\$70,983	\$72,758
<b>GROSS YIELD</b>	<b>\$884,454</b>	<b>\$923,753</b>	<b>\$946,847</b>	<b>\$970,517</b>	<b>\$994,781</b>



## Items requiring Council Resolution

Less Net Pension Rebate	-\$35,100	-\$35,100	-\$37,000	-\$38,500	-\$39,500
<b>NET YIELD</b>	<b>\$849,354</b>	<b>\$888,653</b>	<b>\$909,847</b>	<b>\$932,017</b>	<b>\$955,281</b>
<b>STORMWATER MANAGEMENT</b>					
No increase - fixed by regulation		0%	0%	0%	0%
<b>GROSS YIELD</b>	<b>\$69,450</b>	<b>\$69,450</b>	<b>\$69,450</b>	<b>\$69,450</b>	<b>\$69,450</b>
<b>TOTAL – ALL RATES AND CHARGES</b>					
	2014/15	2015/16	2016/17	2017/18	2018/19 <sup>^</sup>
<b>GROSS YIELD</b>	<b>\$10,099,837</b>	<b>\$10,225,747</b>	<b>\$10,481,390</b>	<b>\$10,743,424</b>	<b>\$11,012,009</b>
Less Net Pension Rebate	-\$191,250	-\$197,350	-\$204,000	-\$210,000	-\$215,500
<b>NET YIELD</b>	<b>\$9,908,587</b>	<b>\$10,028,397</b>	<b>\$10,277,390</b>	<b>\$10,533,424</b>	<b>\$10,796,509</b>

**Loan Redemption and Borrowings**

The Council currently has four significant outstanding loans as summarised in Table 7 below:

**TABLE 7: Outstanding Loans - 30 June 2015**

PURPOSE	AMOUNT	TERM	RATE	ANNUAL REPAYMENTS	DUE	LENDER
Barooga Drainage	\$597,000	10 y	6.940%	\$83,817	Dec 2015	BSC Sewer
Finley Reservoir	\$1,000,000	10 y	6.770%	\$137,973	Mar 2017	CBA
Tocumwal Drainage	\$600,000	10 y	6.940%	\$84,204	Dec 2016	BSC Sewer
LIRS Drainage	\$1,630,000	10 y	4.260%	\$200,488	Dec 2024	NAB

As discussed above, the Council has taken out a new loan to fund drainage improvements brought forward. The interest cost of the loan is partially offset by a 3% interest rate subsidy from the NSW government under the Local Infrastructure Renewal Scheme (LIRS) program.

The Council will also in 2015/16 make final repayments on an earlier loan taken out to fund drainage works in Barooga.

Based on the loan program, the Council's projected outstanding debt is:

## Items requiring Council Resolution

TABLE 8: Projected Outstanding Debt - 2015/16 to 2018/19

FUND	30 JUNE 2016	30 JUNE 2017	30 JUNE 2018	30 JUNE 2019
General	\$1,620,497	\$1,285,023	\$1,136,274	981,217
Water	\$111,493	\$0	\$0	\$0
Sewer	\$0	\$0	\$0	\$0
Sub Total	\$1,731,990	\$1,285,023	\$1,136,274	981,217
Less Internal Borrowing	(\$40,690)	-	-	-
<b>TOTAL</b>	\$1,691,300	\$1,285,023	\$1,136,274	981,217

Total repayments of principal and interest would be as follows:

TABLE 9: Loan Redemption - 2014/15 to 2017/18

FUND	2015 / 2016	2016 / 2017	2017 / 2018	2018/2019
General	\$326,601	\$242,590	\$200,488	\$200,488
Water	\$137,973	\$114,977	\$0	\$0
Sewer	\$0	\$0	\$0	\$0
Sub Total	\$464,574	357,567	\$200,488	\$200,488
Less Int. Borrowing	(\$126,113)	(42,102)	-	-
<b>TOTAL</b>	\$338,461	355,077	\$200,488	\$200,488
Less LIRS subsidy	(\$23,839)	(\$45,426)	(\$40,765)	(\$36,435)

The charts below illustrate the Council's borrowings and repayments over the next ten years.

Items requiring Council Resolution

**CHART 1: Outstanding Loans and Redemption – General Fund**

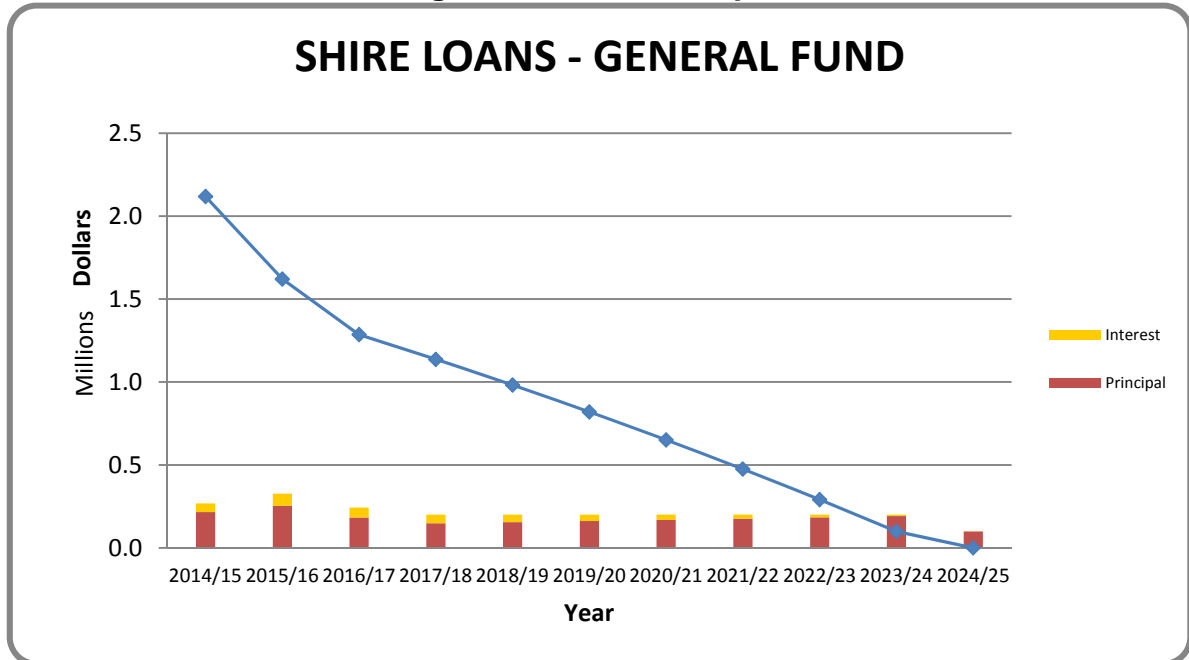
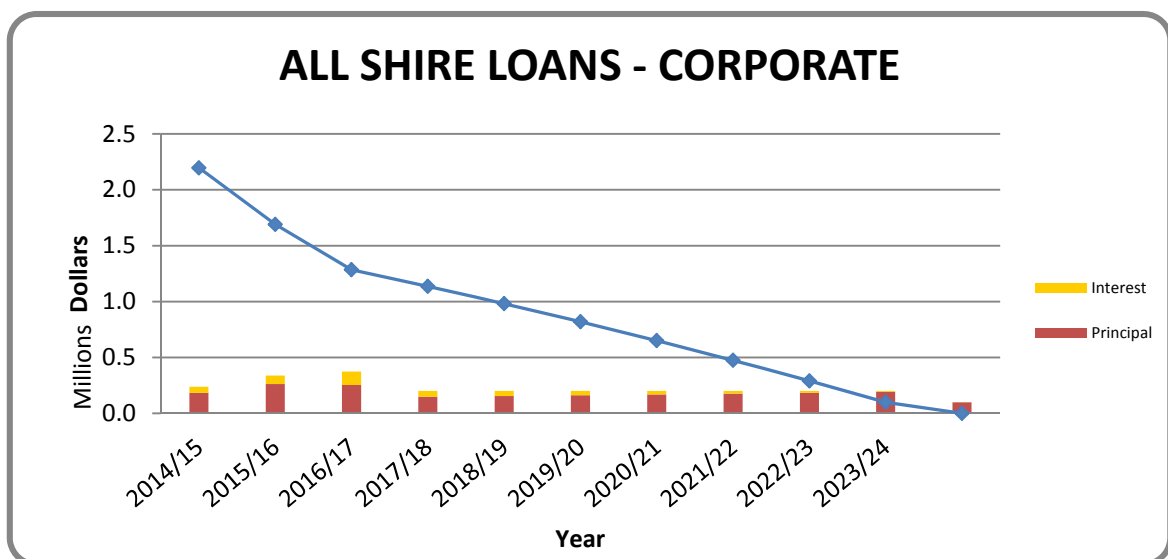


Chart 1 above shows the Council's general fund borrowings over the next 10 years. This excludes Water and Sewer fund borrowings.

In 2015/16 the Council will continue to pay down the LIRS subsidised loan and two internal loans for drainage works in Barooga and Tocumwal. Both internal loans are expected to be repaid in full by 2016/17.

**CHART 2: Outstanding Loans and Redemption – Consolidated**



RESOLUTION

### Items requiring Council Resolution

Chart 2 above shows the Council's loans as a corporate entity. It includes the proposed LIRS-subsidised loan and any funds borrowed by the Water and Sewer funds. It excludes the internal loans described above.

#### Reserves

In this four year plan, the Council expects to maintain or increase its overall cash reserves.

Table 10 below lists the Council's cash reserves and balances from 2013 to 2018.

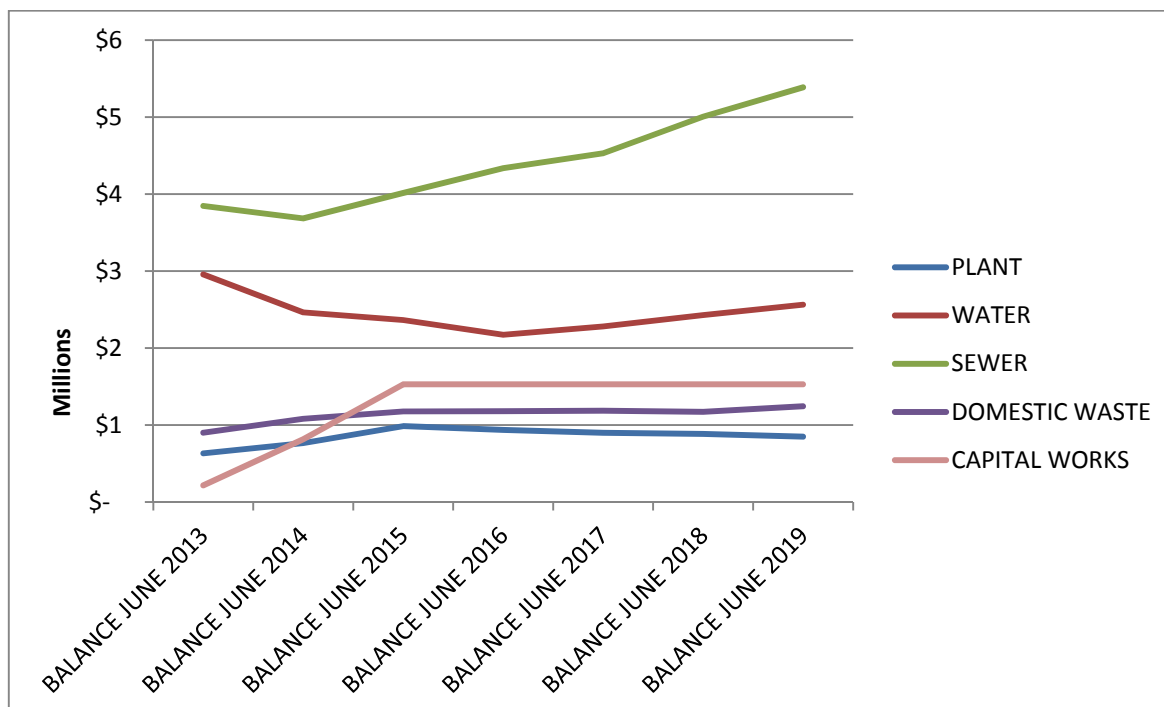
Chart 3 below demonstrates the proposed changes over time to some of the Council's larger reserves.

**TABLE 10: Projected Reserve Balances**

RESERVE	BALANCE					
	June 2014	June 2015	June 2016	June 2017	June 2018	June 2019
PLANT	\$763,702	\$985,557	\$935,047	\$897,231	\$882,190	\$848,020
WATER	\$2,462,681	\$2,362,657	\$2,171,922	\$2,279,892	\$2,427,229	\$2,562,708
SEWER	\$3,682,723	\$4,014,759	\$4,336,604	\$4,530,464	\$5,006,452	\$5,387,345
DOMESTIC WASTE	\$1,080,011	\$1,175,424	\$1,177,564	\$1,185,377	\$1,170,840	\$1,243,420
EMPLOYEE LEAVE	\$388,800	\$388,800	\$388,800	\$388,800	\$388,800	\$388,800
EARLY INT.	\$8,212	\$43,495	\$43,495	\$43,495	\$43,495	\$43,495
HACC	\$178,974	\$-	\$-	\$-	\$-	\$-
CAPITAL WORKS	\$814,235	\$1,526,639	\$1,526,639	\$1,526,639	\$1,526,639	\$1,526,639
ECONOMIC DEVELOPMENT	\$712,404	\$-	\$-	\$-	\$-	\$-
CEMETERY	\$-	\$-	\$-	\$-	\$-	\$-
SALEYARDS	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000
LEVEE BANK CONSTRUCTION	\$121,590	\$171,590	\$221,590	\$271,590	\$321,590	\$371,590
TOURISM EVENTS	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
AERODROME	\$0	\$0	\$50,000	\$100,000	\$150,000	\$200,000

## Items requiring Council Resolution

CHART 3: Projected Reserve Balances



The Plant Replacement Reserve relatively stable over the four years to 2018/19, with major plant replacement expected in 2015/16

Significant capital works in 2015/16 will see the Water Supply Reserve under some pressure but that will ease from 2016/17 onwards. Further drawings on this reserve will limit the Council's capacity for future large scale capital works in this fund, unless the Council is willing to consider further borrowing.

The Sewer Reserve will continue to grow and will also benefit from the continued repayment of a loan from the Council's sewer fund to the Council's general fund for drainage works in Tocumwal and Barooga. This loan will be repaid in full by 2016/17.

The Domestic Waste Reserve will accumulate funds over the life of this four year Delivery Program. This reserve will need to ensure that sufficient funds are on hand for any future remediation works that are required at the Council's Waste Management facilities.

The Employee Leave Reserve is a prudential measure to cover the expense to the Council should key employees require large amounts of leave at one time. This reserve does not tend to fluctuate from year to year.

This budget proposes consolidating the Economic Development Reserve and the Capital Works Reserve. While the reserves have slightly different

### Items requiring Council Resolution

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objectives, in practice the funds are treated as a single source for future capital projects. This reserve is the Council's major source of funds where the Council sees an opportunity to seek grant funding for a project, or to assist in attracting a major development to the Shire.

The reserves are generally funded through the development and sale of property such as the Finley Street subdivision and the Tocumwal industrial subdivision. This budget takes a conservative approach and assumes that there will be no property sales over the next three years.

While not included in the budget, these reserves will also receive the proceeds of any sales of land at the Finley St sub-division in Finley (\$120,000) and the Tocumwal Aerodrome sub-division (\$660,000).

The Council has four other small reserves:

- Aerodrome Reserve, to allow for future runway repairs and reseals
- Saleyards Reserve, designed to fund future capital works at the saleyards facility;
- Levee Bank Construction Reserve, to allow for funds for future levee repairs and upgrades.
- Tourism Events Reserve, to fund the Council's events promotion strategy.

## Items for Noting

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**RECOMMENDATION** – that Items for Noting numbered 6.1 to 6.9 Inclusive be received and noted.

**6.1                                    2015 – 2018 BUSINESS PLAN - CROSS  
BORDER COMMISSIONER**

**AUTHOR:**                        General Manager

**STRATEGIC OUTCOME:**            Good government

**STRATEGIC OBJECTIVE:**    **2.3 Strengthen strategic relationships and  
partnerships with community, business  
and government**

**FILE NO:**                        08.129.1

---

**REPORT:**

The NSW Cross-Border Commissioner, Mr James McTavish, has forwarded for the Council's information copy of the NSW Cross-Border Commissioner Business Plan 2015 – 2018. Copy of the plan is circulated with this agenda as Appendix "F".

Whilst the production of Business Plan is a good outcome it is of concern that most of the "outcomes" appears to be more like "outputs" with no real targeted outcomes identified.

**NOTING**

**Items for Noting**

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**6.2 UPPER MURRAY JOINT ORGANIZATION****AUTHOR:** General Manager**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.3 Strengthen strategic relationships and partnerships with community, business and government**FILE NO:** 13.010.1

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**REPORT:**

The Council has adopted a preferred position, under the Fit for the Future Program, of being a member of a Joint Organization focused to the east and based around Albury City Council.

In pursuit of this position, representatives of this Council, Corowa, Jerilderie, Urana, Greater Hume and Albury Councils met on 19<sup>th</sup> February to further consider the "Upper Murray" Joint Organization. Urana and Greater Hume Shire Councils have committed to a Joint Organization based on the existing REROC membership and are presently participating in a pilot scheme to develop a working model.

At that meeting all of the Council except for Greater Hume and Urana committed to the Joint Organization and considered issues related to progressing the model and how this fitted with RAMROC and other proposed Joint Organizations.

From this Council's perspective the other possible member of the Upper Murray Joint Organization have welcomed the possible inclusion of both Jerilderie and Berrigan Shire Councils.

The notes from the model are circulated with this agenda as Appendix "G".



**Items for Noting**

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**6.3 MURRAY REGIONAL TOURISM DIGITAL PLATFORM****AUTHOR:** Economic Development Officer**STRATEGIC OUTCOME:** Diverse and resilient business**STRATEGIC OBJECTIVE:** 4.3 Diversify and promote local tourism**FILE NO:** 08.078.1

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**REPORT:**

The Murray Regional Tourism Digital Platform initiative is supported by Destination NSW, Tourism Victoria and the Murray Tourism member LGA's. The digital platform will:

1. Streamline the internet presence for tourism business operators with one listing at the regional level being fed up to both State databases and the Australian Tourism Data Warehouse at Tourism Australia.
2. Be the call to action of all marketing campaigns that MRTB will undertake – in excess of 500K annually
3. Unite all Murray destinations under the one banner whilst still allowing flexibility in the design and branding of each.
4. Provide a reliable hosting platform and an easy content management

Berrigan Shire committed, in principle, to participate in the digital platform in March 2014, however the contract from The Murray Regional Tourism Board was only made available and signed in November 2014.

The digital platform for the Murray River Tourism region is a large undertaking and the legal and technical development has been slow but necessarily careful in an effort to pre-empt problems. The contract between the Tourism Board and the LGA's underwent 3 reviews before the final draft was acceptable to both the Board and the steering committee that was representing the LGA's.

The digital platform for the Murray is modelled on the platform that was first developed for NE Victoria. The NE Victorian model caters to 5 LGA's and the Murray is catering for 12 LGA's exponentially magnifying the technical complexity of the project. This fact has caused delays during the implementation phase. Echuca Moama is yet to sign on to the platform.

The tables below were presented at the Tourism Managers forum in Echuca on the 3<sup>rd</sup> of March and indicate the current status of the implementation of

### Items for Noting

the digital platform project. The “Brief” is the time spent with the design company discussing all the elements of the site. This section of the project has a number of online and in person meetings. The “Wireframe” was once called a sitemap and is the process of working out how your website will be put together. The “Design” stage is the development of the visual aspects of the site and “implementation” is bringing the project together and launching the site. It is expected that Albury Wodonga will be live at the end of April and that once this site is launched successfully that the others will follow quite quickly.

Berrigan and Moira Shire are drafting an MOU for the joint use of the URL [www.suncountryonthemurray.com.au](http://www.suncountryonthemurray.com.au). The author of the content has had a tour of Berrigan Shire and the first draft of his editorial has just been received. Photography that is included in the contract with the MRTB is being currently scheduled.

### Project Development



DESTINATION	Brief	Wireframe	Designs	Implementation
ALBURY WODONGA	✓	✓	Round 3	
DENILQUIN	✓	✓	✓	In progress
GANNAWARRA SHIRE	✓	✓	✓	
SWAN HILL	✓	✓	In progress	
GREATER HUME	✓	In progress		
SUN COUNTRY	In progress	In progress		
COROWA	ASAP			
MILDURA WENTWORTH	Yet to sign			
WAKOOL	ASAP			

Items for Noting

**Content - Images** 

Remaining Schedule

Order	Destination
1.	Sun Country
2.	Greater Hume
3.	Corowa
4.	Swan Hill
5.	Echuca

**NOTING**

**Items for Noting**

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**6.4 FIT FOR THE FUTURE FACILITATION  
REPORT FOR MID-MURRAY COUNCILS****AUTHOR:** General Manager**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by  
Council of Council operations and  
reporting**FILE NO:** 13.010.1

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**REPORT:**

Councillors may recall that the Mayor, General Manager and the Director of Corporate Services recently attended a facilitated workshop at Mathoura along with representatives of Jerilderie, Conargo, Wakool, Murray and Deniliquin Councils.

Participation in the workshop was agreed to on the basis that it was about developing a model for a Mid-Murray Joint Organization that the Council may be forced to participate in despite its desire to participate in a Joint Organization based at Albury.

It was quite a surprise to participants when the consultants engaged by the Office of Local Government arrived to facilitate a merger of the represented Councils.

Given those conflicting positions, the workshop attempted to address the two issues and resulted in the production of a report which is circulated with this agenda as Appendix "H".

The workshop outcomes have been previously verbally reported to the Council and the actual circulated report now provides greater detail around that.

In summary, Jerilderie and Berrigan Shire Councils withdrew from future involvement in the Mid-Murray group of Councils as it relates to the Fit for the Future Program.

**Items for Noting**

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**6.5 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT****AUTHOR:** General Manager**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.3 Strengthen strategic relationships and partnerships with community, business and government**FILE NO:** 14.064.1

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**REPORT:**

The Australian Local Government Association will be holding its annual National General Assembly of Local Government at Canberra 14<sup>th</sup> – 17<sup>th</sup> June 2015. Wednesday 17<sup>th</sup> June 2015 is the scheduled Council meeting date.

The theme of the conference is “Closest to the Community: Local Government in the Federation”.

The National General Assembly program covers a wide range of issues reflecting the diversity of local government and will provide opportunities for delegates to interact with invited political keynote speakers and panels dealing with related issues according to the Australian Local Government Association.

Registration for the conference costs between \$899 and \$1,200 depending on the time of registration.

Various receptions and dinners are available at additional cost on each night of the Assembly.

Travel and accommodation costs are additional.

The ALGA also calls for motions for discussion at the Assembly.

Invitations have been extended to the Prime Minister, Deputy Prime Minister and the Leader of the Opposition to address the Assembly.

The Council has typically not been represented at the Assembly however any Councillor interested in attending should obtain and appropriate resolution from the Council.

Copy of the relevant documents are circulated with this agenda as Appendix “I”.

**NOTING**

**Items for Noting**

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**6.6 FIT FOR THE FUTURE – PREPARATION OF BUSINESS CASE****AUTHOR:** General Manager**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by Council of Council operations and reporting**FILE NO:** 13.010.1

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**REPORT:**

As an update, to the preparation of the “stand alone” and the “merger” business cases for the Council’s submission to the “Fit for the Future” program, staff sought quotations for the consultancy from three firms on the Office of Local Government suppliers list being SGS Economics and Planning, Grant Thornton Australia Ltd and Third Horizon.

The firms selected for quotations were the smaller one on the supplier list who it was believed to be more adaptable to the short time frame that was available and who appeared to have relevant experience.

The quotations received were evaluated by the General Manager, Director of Corporate Service, Social and Strategic Community Planner and the General Manager of Jerilderie Shire Council.

As a result of the evaluation SGS Economics and Planning have been awarded the consultancy at a cost of \$55,000 + gst and + expenses (est \$2,000).

A copy of the service agreement is circulated with this agenda as Appendix “J”

At the time of writing the inception meeting for the project was scheduled to be held on Tuesday 17<sup>th</sup> March 2015.

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**Items for Noting**

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**6.7 LIBRARY EVENTS****AUTHOR:** Library Manager**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

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**REPORT:****International Women's Day 8<sup>th</sup> March**

International Women's Day 2015 with guest speaker, Margaret Carroll, was a successful event with seventy seven participants enjoying a two course meal prepared by the Berrigan Netball Club President. Young players waited on tables while the committee members assisted in the kitchen.

This event was a fund-raiser for the Berrigan Netball Club and much appreciated by library staff who were then able to enjoy the day without waiting on tables and cleaning-up.

Margaret Carroll OAM delighted participants by bringing the IWD 2015 theme 'Make it Happen' to the attention of her audience and asked them 'what would you like to make happen in 2015?'

From there Marg proceeded to describe the 'extraordinary lives of ordinary people' whom she has had the pleasure of interviewing over her many travels in Australia. She spoke of family health problems and having to 'make it happen' by making changes in her life to ensure her family members were looked after. Marg's other books, 'Reinventing the Bush' and 'The man who loved crocodiles:' were also well received.

Margaret left everyone enticed to read about the very interesting lives of the people she has written about in her books, thus book sales went well. Marg and her husband, Bill, set off back to Molong late in the afternoon.

**Barooga Library 10<sup>th</sup> Birthday**

Wednesday 11<sup>th</sup> March, Barooga Library and Library Officer, Lyn Casey, celebrated ten years with the Berrigan Shire Library Service. Staff, Councillors and Barooga community of approximately forty participants, marked the

### Items for Noting

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occasion with a special cake, morning tea and lovely speeches by Mayor, Cr Bernard Curtin and Cr. John Bruce.

Lyn was the driving force to ensure that we celebrated the occasion and very appreciative of everyone's attendance. From that morning, Barooga Library attracted two more members who were impressed with the facilities.



Items for Noting

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**6.8 WORK HEALTH AND SAFETY COMMITTEE MINUTES**

**AUTHOR:** Enterprise Risk Manager

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by Council of Council operations and reporting

**FILE NO:**

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**REPORT**

Minutes of meeting held on 12<sup>th</sup> March, 2015 at the Berrigan Depot are attached as Appendix "K".

**NOTING**

## Items for Noting

## 6.9 DEVELOPMENT DETERMINATIONS FOR MONTH OF FEBRUARY 2015

**AUTHOR:** Executive Support Officer

**STRATEGIC OUTCOME:** Good government

**STRATEGIC OBJECTIVE:** 2.2 Ensure effective governance by Council of Council operations and reporting

### REPORT: APPLICATIONS DETERMINED FOR FEBRUARY

Application	Description	Property Location	Applicant	Owner	Status	Value	Days Taken	Active	Total
64/15/DA/D5	Residential Storage Shed	36 HUTSONS ROAD, TOCUMWAL NSW 2714 (Lot120//DP1070311)	Mr Matthew Pether	MR MR PETHER & MS JE SALTER	Approved 27-02-2015	\$ 25000.00		23	43
70/15/DA/D5	Shipping Container	70-78 NANGUNIA STREET, BERRIGAN NSW 2712 (Lot106//DP752284)	Ms Michelle Davies	MR GP RYAN & MS MJ DAVIES	Approved 03-02-2015	\$ 2000.00		8	8
71/15/DA/D1	BV Dwelling & Attached Garage	11 GYPSIE CRESCENT, BAROOGA NSW 3644 (Lot46//DP1110847)	Simonds Homes	MRS JM SHEEDY	Approved 06-02-2015	\$ 176387.00		7	7
72/15/DA/D1	BV Dwelling & Attached Garage	11 MAJUDA COURT, TOCUMWAL NSW 2714 (Lot72//DP1131677)	Kennedy Builders Pty Ltd	BANGAROO ESTATE PTY LTD	Approved 09-02-2015	\$ 257690.00		6	6
73/15/DA/D5	Carpot	17-19 WOLLAMAI STREET, FINLEY NSW 2713 (Lot4//DP534387)	Reg & Marian Ayres	MR RG AYRES & MRS M AYRES	Approved 10-02-2015	\$ 7000.00		5	5
45/15/CD/M1	BV Dwelling	3366 NEWELL HIGHWAY, FINLEY NSW 2713 (Lot44//DP752294)	Tony Partidge	SEDDON GRANGE P/L & SEDDON GRANGE	Approved 19-02-2015	\$ 336450.00		12	12
74/15/DA/D5	Residential Storage Shed	32-34 HOYLE STREET, TOCUMWAL NSW 2714 (Lot10/4//DP6464)	Mr Peter Rigby	MR P L RIGBY & MRS D M RIGBY	Approved 12-02-2015	\$ 50000.00		1	7
76/15/DA/D1	BV Dwelling & Attached Garage	4 GYPSIE CRESCENT, BAROOGA NSW 3644 (Lot52//DP1110847)	Hadar Homes	MS KM HARRIS	Approved 12-02-2015	\$ 245107.00		6	6
77/15/DA/D5	Carpot	8 NUGGET FULLER DRIVE, TOCUMWAL NSW 2714 (Lot104//DP1070311)	Mr Brian Jaques	MR BD JAQUES & MS BL JAQUES	Approved 13-02-2015	\$ 7000.00		7	7
46/15/CD/M6	Pergola/Verandah	17 EMILY STREET, TOCUMWAL NSW 2714 (Lot15//DP573135)	Mr John Corbett	MR K G & MRS GE CULLEY	Approved 18-02-2015	\$ 9000.00		9	9

## Items for Noting

78/15/DA/D5	Carport/Verandah	92-98 COBRAM ROAD, BERRIGAN NSW 2712 (Lot72//DP854762)	Mr Shane McBurnie	MS NIRANJALA PERIS	Approved 13-02-2015	\$ 12000.00	<i>Active</i> 5	<i>Total</i> 5
79/15/DA/D1	BV Dwelling & Attached Garage	5-7 HUNTER DRIVE, TOCUMWAL NSW 2714 (Lot16//DP1091884)	Simonds Homes	MR M A PETHER	Approved 17-02-2015	\$ 340592.00	<i>Active</i> 5	<i>Total</i> 5
80/15/DA/DM	Toilet	207 NEWELL HIGHWAY, TOCUMWAL NSW 2714 (Lot304//DP722039)	Mark Baldwin	MR RM & MRS ML BALDWIN	Approved 18-02-2015	\$ 3500.00	<i>Active</i> 6	<i>Total</i> 6
47/15/CD/M5	Inground Fibreglass Swimming Pool	13 NUGGET FULLER DRIVE, TOCUMWAL NSW 2714 (Lot98//DP1070311)	Poolside Cobram	MR LR BAILEY & MRS AJ BAILEY	Approved 13-02-2015	\$ 37695.00	<i>Active</i> 2	<i>Total</i> 2
50/15/CD/M4	Residential Storage Shed	64 SNELL ROAD, BAROOGA NSW 3644 (Lot26//DP1049419)	Totalspan Cobram	MR S J & MRS J C KLAVER	Approved 17-02-2015	\$ 10446.00	<i>Active</i> 1	<i>Total</i> 1
81/15/DA/D1	BV Dwelling & Attached Garage	6 PINWOOD LANE, TOCUMWAL NSW 2714 (Lot15//DP285573)	MS Constructions	MR R HENDY AND MRS J HENDY	Approved 25-02-2015	\$ 348258.00	<i>Active</i> 5	<i>Total</i> 5
51/15/CD/M8	Rural Shed	2517 WARMATTA ROAD, SAVERNAKE NSW 2646 (Lot22//DP809089)	Katty East Engineering	WARMATTA PTY LTD	Approved 27-02-2015	\$ 70000.00	<i>Active</i> 1	<i>Total</i> 1

## APPLICATIONS PENDING DETERMINATION AS AT 11/03/2015

Application No.	Date Lodged	Description	Property Location
30/15/DA/DD	12-09-2014	Upgrade of Skate Park	82-96 DENISON STREET, FINLEY NSW 2713 (Lot1/18//DP758412)
75/15/DA/D5	03-02-2015	Residential Storage Shed	85 WOLLAMAI STREET, FINLEY NSW 2713 (Lot1//DP981583)
84/15/DA/DM	05-03-2015	Inground Fibreglass Swimming Pool	9 BEVERLEY PLACE, BAROOGA NSW 3644 (Lot60//DP1123204)
85/15/DA/DM	05-03-2015	Rain Water Tank	3 MARIAN DRIVE, TOCUMWAL NSW 2714 (Lot1//DP856754)
54/15/CD/M6	10-03-2015	Carport	61 BAROOGA STREET, BERRIGAN NSW 2712 (Lot4//DP523607)

## TOTAL APPLICATIONS DETERMINED / ISSUED

	This Month (February)	Year to Date	This Month Value	Year to Date Value
<i>Development Applications Determined</i>	12	88	\$1,474,534.00	\$10,558,129.00
<i>Construction Certificates Issued</i>	10	61	\$1,447,534.00	\$6,768,053.00
<i>Complying Development Cert. Issued</i>	5	49	\$463,591.00	\$3,288,044.00
<i>Local Activity Approvals Issued</i>	7	44	0	0

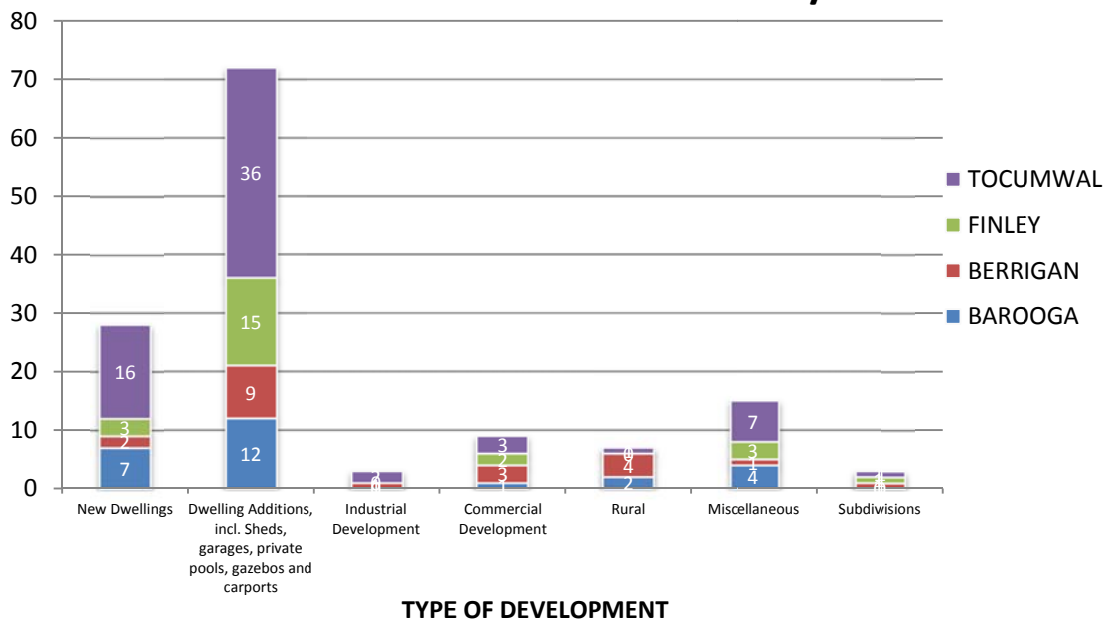
NOTING

Items for Noting

**OTHER CERTIFICATES ISSUED FOR JANUARY**

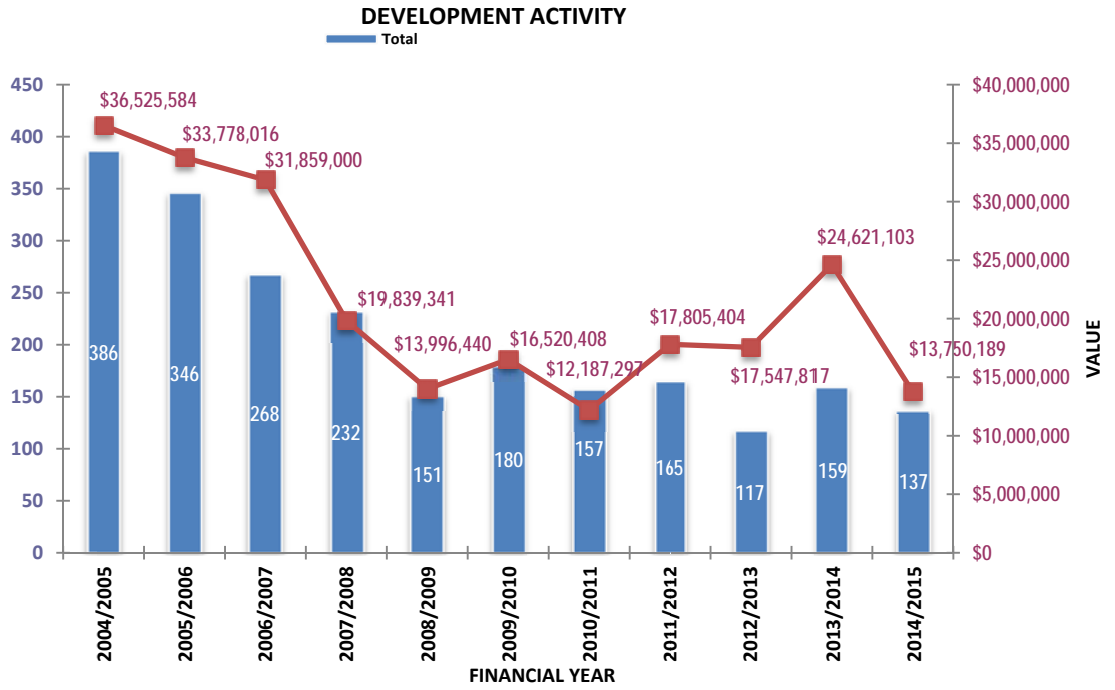
	149(2) Planning Certificate		149(5) Certificate		735A Certificate Outstanding Notices or Orders under LG Act 1993		121zp Certificate Outstanding Notices or Orders under EP&A Act 1979		149(D) Building Certificate		Swimming Pool Certificate	
	Feb	Year Total	Feb	Year Total	Feb	Year Total	Feb	Year Total	Feb	Year Total	Feb	Year Total
BAROOGA	9	61	0	1	0	0	0	0	1	2	0	1
BERRIGAN	8	39	1	3	3	14	0	3	0	2	1	1
FINLEY	5	62	0	3	0	3	0	2	2	2	1	2
TOCUMWAL	8	93	0	0	0	0	0	0	0	2	0	0
<b>TOTAL</b>	<b>30</b>	<b>255</b>	<b>1</b>	<b>7</b>	<b>3</b>	<b>17</b>	<b>0</b>	<b>5</b>	<b>3</b>	<b>8</b>	<b>2</b>	<b>4</b>

**DEVELOPMENT ACTIVITY 2014 / 2015**



NOTION

Items for Noting



**Confidential Items requiring Council Resolution****C  
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L****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 CARETAKERS**

This item is classified CONFIDENTIAL under section 10A(2)(g) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege

**Confidential Items requiring Council Resolution**

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It is not in the public interest to reveal the legal advice provided to the Council regarding individual debt collection.

**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 CARETAKERS**

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

**RECOMMENDATION** – that the Council move out of closed and into open Council.

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Items requiring Council Resolution

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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:

RESOLUTION



Committee meeting reports

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**8.1 MINUTES OF A CORPORATE SERVICES COMMITTEE MEETING HELD ON WEDNESDAY 4<sup>TH</sup> MARCH, 2015 IN THE COUNCIL CHAMBERS COMMENCING AT 9.00 AM.**

**RECOMMENDATION** – that recommendation number 1 of the Corporate Services Committee Meeting held on 4<sup>th</sup> March, 2015 be adopted.

**5. TOCUMWAL VISITOR INFORMATION CENTRE**

**AUTHOR:** Economic Development Officer  
**STRATEGIC OUTCOME:** Diverse and resilient business  
**STRATEGIC OBJECTIVE:** 4.3 Diversify and promote local tourism  
**FILE NO:** 08.160.3

**RECOMMENDATION NO 1** - that the Council:

- take over control of the Visitor Information Centre on 1<sup>st</sup> May, 2015, including stock at no cost (non negotiable) and with a seamless handover and further that on 30<sup>th</sup> June, 2015 a new community management structure to be put in place to operate the Visitor Information Centre from 1<sup>st</sup> July, 2015 and further if no community management structure is in place by 1<sup>st</sup> July, 2015 then the Visitor Information Centre be closed.
- A working group consisting of Crs. Bruce, Jones and Council staff be formed to negotiate the development of a Visitor Information Centre community management structure.
- that the Council note the report with regard to the Tocumwal Visitor Information Centre.

Items requiring Council Resolution

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9.

**MAYOR'S REPORT**

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

Items requiring Council Resolution

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**10. DELEGATES REPORT**

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Items requiring Council Resolution

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11.

**GENERAL BUSINESS**

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