



Council Chambers,  
BERRIGAN NSW 2712

Sir/Madam,

The Ordinary Meeting of the Council of the Shire of Berrigan will be held in the **Council Chambers**, Berrigan, on **16<sup>th</sup> August, 2017** when the following business will be submitted:-

**9:00AM**

**Public Question Time**

**COUNCIL MEETING**

1.	APOLOGIES .....	2
2.	DECLARATION OF ITEMS OF PECUNIARY OR OTHER INTEREST .....	2
3.	VISITORS ATTENDING MEETING .....	2
4.	CONFIRMATION OF MINUTES .....	2
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10.	DELEGATES REPORT .....	66
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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 16<sup>th</sup> August, 2017

### BUSINESS PAPER

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1. **APOLOGIES**  
Cr John Bruce
  
2. **DECLARATION OF ITEMS OF PECUNIARY  
OR OTHER INTEREST**
  
3. **VISITORS ATTENDING MEETING**
  
4. **CONFIRMATION OF MINUTES**  
**RECOMMENDATION – that the Minutes of the meeting held in the  
Council Chambers on Wednesday 19<sup>th</sup> July, 2017 be confirmed.**
  
5. **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

### Items requiring Council Resolution

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- (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.

#### **5.1 GENERAL MANAGER'S END OF YEAR PERFORMANCE REVIEW**

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

- (a) personnel matters concerning particular individuals (other than councillors)

It is not in the public interest to reveal the personal matters concerning individual staff.

#### **5.2 CODE OF CONDUCT INVESTIGATION**

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

- (f) matters affecting the security of the council, councillors, council staff or council property

It is not in the public interest to reveal matters affecting councilor/s.

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Items requiring Council Resolution

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**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*.

- 5.1        **GENERAL MANAGER'S END OF YEAR PERFORMANCE REVIEW**
- 5.2        **CODE OF CONDUCT INVESTIGATION**

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

Confidential Items requiring Council Resolution

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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:

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**Items requiring Council Resolution**

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**6.1 FINANCE – ACCOUNTS****AUTHOR:** Finance Manager**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting**RECOMMENDATION – that the Financial Statement, Bank Reconciliation Certificate and Petty Cash Book made up to 31 July 2017, be received and that the accounts paid as per Warrant No. 07/17 totaling \$4,222,109.67 be confirmed.**

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**REPORT**

- a) A Financial Statement covering all funds of the Council indicating the Bank Balances as at 31 July 2017 is certified by the Finance Manager.
- b) The Finance Manager certifies that the Cash Book of the Council was reconciled with the Bank Statements as at 31 July 2017.
- c) The Finance Manager certifies the Accounts, including the Petty Cash Book made up to 31 July 2017, totaling \$4,222,109.67 and will be submitted for confirmation of payment as per Warrant No. 07/17
- d) The Finance Manager certifies that all Investments have been placed in accordance with:
  - i. Council's Investment Policy,
  - ii. Section 625 of the Local Government Act 1993 (as amended),
  - iii. the Minister's Amended Investment Order gazetted 11 January 2011,
  - iv. clause 212 of the Local Government (General) Regulations 2005, and
  - v. Third Party Investment requirements of the Office of Local Government Circular 06-70.
- e) July has seen a decrease in total funds held at the end of June. This decrease was unexpected, as the Financial Assistance Grant (FAG) payment expected in July has not yet been received and is expected now in August, it is otherwise in keeping with the normal pattern at this time of year. As a consequence, the balance in August is expected to rise with the receipt of the FAG.

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### Items requiring Council Resolution

Total funds are also expected to increase over the August period with payment of the first instalment (and in some instance the full year balance) of Council Rates.

#### Statement of Bank Balances as at 31 July 2017

##### Bank Account Reconciliation

Cash book balance as at 1 July 2017	\$ 5,727,406.91
Receipts for July 2017	\$ 1,361,894.29
Term Deposits Credited Back	\$ -
	<b>\$ 7,089,301.20</b>
<i>Less Payments Statement No 07/17</i>	
Cheque Payments V075780 - V075783	\$ 11,418.14
Electronic Funds Transfer (EFT) payroll	\$ 483,195.95
Electronic Funds Transfer (EFT) Creditors E026836 - E027060	\$ 1,708,473.47
Term Deposits Invested	\$ 2,000,000.00
Loan repayments, bank charges, etc	\$ 19,022.11
Total Payments for July 2017	\$ 4,222,109.67
<b>Cash Book Balance as at 31 July 2017</b>	<b>\$ 2,867,191.53</b>
<i>Bank Statements as at 31 July 2017</i>	\$ 2,875,804.21
Plus Outstanding Deposits	
Less Outstanding Cheques/Payments	\$ 8,612.68
<b>Reconciliation Balance as at 31 July 2017</b>	<b>\$ 2,867,191.53</b>

##### INVESTMENT REGISTER

INSTITUTION	DEPOSIT NO.	TERM (days)	RATE	MATURITY DATE	INSTITUTION TOTAL
AMP	125/16	181	2.75%	4/09/2017	\$ 2,000,000.00
AMP	117/15	273	2.75%	22/12/2017	\$ 2,000,000.00
Goulburn Murray Credit Union	131/17	180	2.75%	20/11/2017	\$ 2,000,000.00
Goulburn Murray Credit Union	124/16	275	2.75%	13/01/2018	\$ 2,000,000.00
Bendigo Bank	128/16	270	2.85%	17/09/2017	\$ 2,000,000.00
Bendigo Bank	122/16	184	2.65%	30/11/2017	\$ 2,000,000.00
Central Murray Credit Union	126/16	365	3.05%	30/08/2017	\$ 2,000,000.00
Central Murray Credit Union	130/17	365	3.05%	1/03/2018	\$ 1,000,000.00
Central Murray Credit Union	104/14	365	2.70%	18/07/2018	\$ 2,000,000.00
Defence Bank Limited	102/14	183	2.60%	4/10/2017	\$ 2,000,000.00
Defence Bank Limited	106/14	270	2.70%	24/12/2017	\$ 1,000,000.00
Defence Bank Limited	129/17	365	2.80%	28/02/2018	\$ 1,000,000.00
ME Bank	127/16	182	2.65%	28/11/2017	\$ 2,000,000.00
ME Bank	132/17	182	2.65%	8/01/2018	\$ 2,000,000.00
T-CORP HOURGLASS AT CALL		AT CALL			\$ -
					<b>\$ 25,000,000.00</b>

Total Funds Held at 31 July 2017

**\$27,867,191.53**

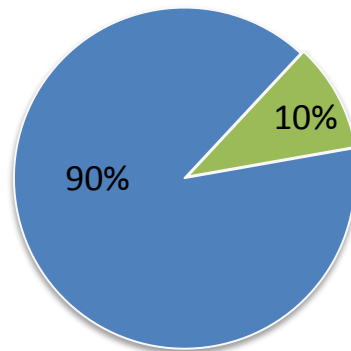
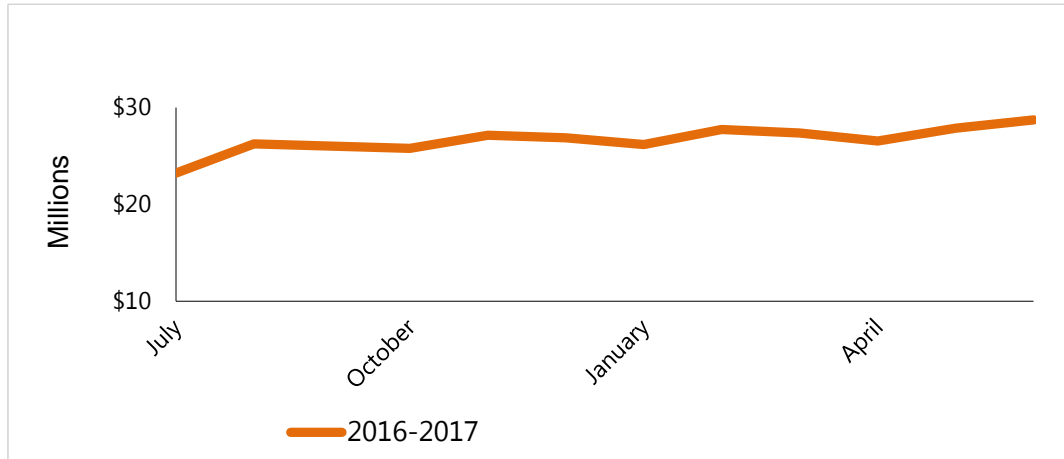
Carla von Brockhusen - Finance Manager

RESOLUTION

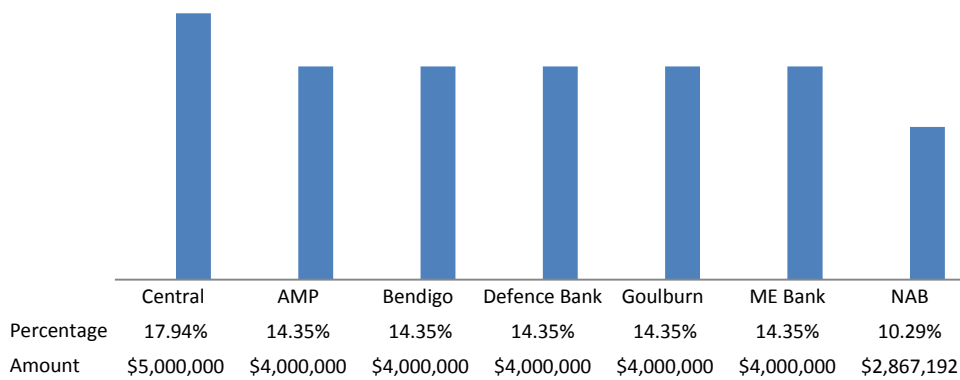


Items requiring Council Resolution

Total Cash and Investments



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



RESOLUTION

**Items requiring Council Resolution**

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Prior Financial Institution	Previous Investment			New Investment			
	Term (Days)	Amount	Interest Rate	Current Financial Institution	Term (Days)	Amount	Interest Rate
				ME BANK	180	\$2M	2.65%
CMCU	122	\$2M	2.8%	CMCU	365	\$2M	2.70%

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### Items requiring Council Resolution

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## 6.2 2016/17 RATES AND CHARGES AND INTEREST WRITTEN OFF

**AUTHOR:** Revenue Officer

**STRATEGIC OUTCOME:** Good government

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

**FILE NO:** 25.138.1

**RECOMMENDATION:** - that the Council under section 607 of the Local Government Act, 1993, and clause 131 (1-6) of the Local Government (General) Regulation 2005, write off the following amounts as recorded in the 2016/17 Write Offs – Rates and Charges document for the period 1st July, 2016, to 30th June, 2017:

Ordinary/General Rates/Interest	\$268.54
Annual Water Charges/Interest	\$114.50
Water Consumption/Charges/Interest	\$197.76
Annual Sewer/Pedestal Charges/Interest	\$107.41
Garbage/Domestic Waste Charges/Interest	\$139.27
Storm water/Drainage Charges/Interest	<u>\$287.55</u>
	\$1,115.03

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### REPORT:

Section 607 of the *Local Government Act*, 1993, and Clause 131 (1-6) of the Local Government (General) Regulation 2005, list various circumstances under which either the General Manager or Council can endorse the writing off of rates and charges, either by written order (General Manager) and/or resolution (of Council).

These write offs can include rates, charges and interest raised in error, and small balances that are deemed to be uneconomical to recover.

RESOLUTION

Items requiring Council Resolution

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**6.3 LEGAL DOCUMENTS TO BE SIGNED UNDER SEAL OF COUNCIL**

**AUTHOR:** Revenue Officer

**STRATEGIC OUTCOME:** Good government

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

**FILE NO:** 25.138.1

**RECOMMENDATION:** - that the Council sign and seal the following documents:

1. Certificate of 2016/17 Rates and Charges brought to account, as at 30 June, 2017.
2. Certificate of 2017/18 Rates and Charges levied, as at 10 July, 2017.

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**REPORT:**

The Certificates were prepared by the Revenue Coordinator, for Rates and Charges levied and brought to account for auditing requirements.

Copies of the Certificates are circulated with this Agenda as appendix "E" and "F".

## Items requiring Council Resolution

### 6.4 FINANCIAL REVIEW

**AUTHOR:** Director Corporate Services

**STRATEGIC OUTCOME:** Good government

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

**FILE NO:** 12.066.1

**RECOMMENDATION:** - that the Council note the fourth quarterly review of the 2016/17 budget and vote the funds contained therein as shown in appendix "G".

#### REPORT:

Circulated with this report as appendix "G" is the final quarterly financial report and program summary for the year ended 30 June 2017. This report presents the final position for the year on a cash basis but also includes accruals for salaries, plant and creditors which relate to the 2016/17 financial year. The result does not include final figures for depreciation or the entire end of year journals that may be required for audit, but do include funds spent on capital works projects.

This report reflects the Council's final operating and capital expenditure results for 2016/17 and is not based on anticipated outcomes as are the other quarterly reports produced throughout the year. The final result is subject to external audit which will be conducted on 19-20 September 2017.

The summarised results are as follows:

Actual surplus for the year ended 30/6/2017	\$ 6,031,727
Less unspent capital works carried forward to 2017/2018	<u>\$(2,741,495)</u>
Surplus after carry forward items	\$ 3,290,232
less projected surplus from March 2017	<u>\$ 382,454</u>
Increase in surplus for 2016/2017	\$ 2,907,778

Note that this large increase in surplus is largely the result of the decision by the Federal Government to pay 50% of the 2017/18 Financial Assistance Grant in advance. These funds are already fully allocated in the 2017/18 budget.

Various self-funded programs such as water, sewer, waste management, overheads, plant and Early Intervention have been balanced with transfer to and from reserves and therefore do not impact on the above result.

RESOLUTION

### Items requiring Council Resolution

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In nearly every case, items which make up the carry forward figure of \$2,741,495 have been previously allowed for in the revised budget figures. They have usually been carried forward due to the projects not having been completed, and the project being deemed still worthwhile for completing in 2017/18.

The carried forward figure for 2016/17 is down slightly from last years \$3.1m but still much higher than the 2013/14 figure of \$1.9m, which was the result of a concerted effort to reduce the works backlog over the past three years.

The increase is largely the result of some large scale works undertaken by the Council over the past 36 months, as well as repairs required after the flood event of 2016 – delaying the Council's own works program.

Explanations of the larger carry forward items are shown below:

#### Drainage Works

**Finley St detention basin** \$145,515

Job not yet complete

**Bruton St, Tocumwal – Electrical and Pipework** \$150,000

Job not yet commenced

#### Water and Sewerage Works

**Finley – Clarifier – replace ponds** \$475,000

Job not yet commenced.

**EverBlu Centralised meter reading system** \$400,000

Tender closed on 9 August 2017. Decision to come to future Council meeting.

#### Other Civil Works

**Town Entrance – Finley** \$169,733

Works underway

**Town Entrance – Tocumwal** \$94,679

Works underway

#### Road Works

**Yarrowonga Road** \$310,997

Works underway

### Items requiring Council Resolution

**Tuppal Road – Levee section** \$424,000

Works underway

#### Other works

**Administration – Legal Expenses – Debt Collection** \$25,000

Funds saved through move to in-house debt collection to be used to purchase debt collection management software.

**Finley School of Arts refurbishment** \$179,255

Design work commenced. Additional funds available in 2017/18 budget.

As a general rule capital items which have not been spent are carried forward unless the project is complete or the project is deemed no longer necessary. Operating items are generally only brought forward if the money is tied to a grant and therefore must be spent on a particular program.

It is important to note that the figures supplied in this report have not yet been audited. Figures could change as a result of discoveries that occur as a result of getting information ready for the audit or as a result of investigations by the auditors. The figures take into account all known and quantifiable factors up to the time of this report.

A complete list of carry forward items is shown below. Rows in **red** indicate carried forward expenditure items, in black, carried forward income:

ITEMS CARRIED FORWARD TO 2015/16 OPERATING BUDGET			
JOB/GL CODE	TITLE / DESCRIPTION	AMOUNT	COMMENT
1008-0124	MANAGEMENT TEAM PROGRAM	(34,393)	PROJECT PARTIALLY COMPLETE
1010-0202	ADMIN LEGAL EXPEN - DEBT/COLL	(25,000)	SAVINGS FROM LAST YEAR CARRIED FORWARD FOR PURCHASE OF DEBT COLLECTION SOFTWARE
1010-0270	ASSET REVALUATION EXPENSE	(5,000)	FOR REVALUATION REQUIRED IN 2017/18
1200-2026	WORKS TRANSFER TO RESERVE	(350,000)	PROCEEDS FROM PROPOSED SALE OF LAND
1313-0131	YOUTH DEVELOPMENT	(13,626)	FUNDS ALLOCATED FOR YOUTH DEVELOPMENT COMMITTEE NOT YET SPENT
1412-0527	BGN - NEW LANDFILL HOLE	(32,072)	JOB COMMENCING
1412-0528	BERRIGAN TIP - FENCE	(16,067)	JOB COMMENCING
1412-0530	REHAB EXHAUSTED LANDFILLS	(8,000)	JOB COMMENCING
1412-0531	CONCRETE CRUSHING	(38,670)	CONTINUING IN 2017/18

RESOLUTION

## Items requiring Council Resolution

ITEMS CARRIED FORWARD TO 2015/16 OPERATING BUDGET			
JOB/GL CODE	TITLE / DESCRIPTION	AMOUNT	COMMENT
3670-1926	GARBAGE TRANSFER FROM RESERVE	94,809	TO MATCH CARRIED-FORWARD EXPENDITURE
1417-0555	CRAWFORD SUBDIV DRAIN TO TOC SEWER	(6,091)	JOB PARTIALLY COMPLETE
1417-0822	MURRAY ST - HEADFORD TO OSBORNE (TP)	(9,252)	JOB PARTIALLY COMPLETE
1417-0828	FINLEY ST DETENTION BASIN	(145,515)	JOB PARTIALLY COMPLETE
1417-0830	BRUTON ST ELEC & PIPEWORK	(150,000)	JOB COMMENCING
1417-0833	DRUMMOND ST RAILWAY TO DROHAN	(12,707)	JOB PARTIALLY COMPLETE
1417-0835	MURRAY ST WARMATTA TO WOLAMAI	(22,300)	JOB COMMENCING
1417-0840	CORCORAN ST RISING MAIN	(13,389)	JOB PARTIALLY COMPLETE
1417-0841	JERILDERIE ST HORSFALL TO NANGUNIA	(20,000)	JOB COMMENCING
1417-0842	JERILDERIE ST - NANGUNIA TO ORR	(16,000)	JOB COMMENCING
1417-0845	MCALLISTER ST - HEADFORD TO OSBORNE	(7,135)	JOB PARTIALLY COMPLETE
1417-0846	JERSEY ST - CHANTER TO TUPPAL	(3,888)	JOB PARTIALLY COMPLETE
3750-1952	DRAINAGE MURRAY ST WARMATTA TO WOLAMI	22,500	UNCLAIMED RMS CONTRIBUTION
1419-0515	CEMETERY PLYNTHS	(20,000)	JOB COMMENCING
1419-0518	CEMETERY - FINLEY KERB & GUTTER	(11,800)	JOB COMMENCING
1421-0120	BERRIGAN CONSERVATION GROUP EX	(12,705)	FUNDS ALLOCATED FOR COMMITTEE NOT YET SPENT
1510-0504	OFFICE EQUIP/FURN NON CAPITAL	(3,300)	FUNDS TO BE USED IN 2017/18
1510-0505	OFFICE EQUIP/FURN - ENG WATER	(4,500)	FUNDS TO BE USED IN 2017/18
1510-0506	SUBSCRIPTIONS & MEMBERSHIPS	(5,410)	FUNDS TO BE USED IN 2017/18
1510-0551	OH&S SIGNAGE - WATER	(5,000)	FUNDS TO BE USED IN 2017/18
1510-0560	MAINS RETIC - BGA	(6,350)	JOB PARTIALLY COMPLETE
1510-0564	BGA - MAJOR PUMP REPLACEMENT	(41,723)	JOB PARTIALLY COMPLETE
1510-0565	MAINS RETIC - BGN	(18,405)	JOB PARTIALLY COMPLETE
1510-0570	MAINS RETIC - FIN	(18,414)	JOB PARTIALLY COMPLETE
1510-0575	MAINS RETIC - TOC	(23,775)	JOB PARTIALLY COMPLETE
1510-0615	FIN - FILTERED & UNFILTERED MAIN TONGS/HOWE STS	(18,977)	JOB PARTIALLY COMPLETE
1510-0668	FIN - CLARIFIER REPLACE PONDS	(475,000)	JOB COMMENCING
1510-0669	METER CYBAL REPLACEMENT	(30,000)	FUNDS TO BE USED IN 2017/18
1510-0880	CHEMICAL PUMP REPLACEMENT	(11,679)	JOB PARTIALLY COMPLETE
1511-0398	EVERBLUE CENTRALISED METER READ	(400,000)	TENDER CLOSED
4110-1926	WATER TRANSFER FROM RESERVE	1,062,533	TO MATCH CARRIED-FORWARD EXPENDITURE
1610-0512	PUMP REPLACEMENT	(7,065)	JOB PARTIALLY COMPLETE
1610-0526	SEWER MAIN UPGRADES - TOCUMWAL	(59,247)	JOB PARTIALLY COMPLETE
1610-0527	UPGRADE AMENITIES AT ALL STP	(4,014)	JOB PARTIALLY COMPLETE

RESOLUTION



## Items requiring Council Resolution

ITEMS CARRIED FORWARD TO 2015/16 OPERATING BUDGET			
JOB/GL CODE	TITLE / DESCRIPTION	AMOUNT	COMMENT
1610-0590	BGN SEWER MAIN UPGRADES	(29,257)	JOB PARTIALLY COMPLETE
1610-0600	TOC SEWER MAIN UPGRADES	(9,193)	JOB PARTIALLY COMPLETE
1610-0655	BGN UPGRADE PUMP STATIONS	(5,037)	JOB PARTIALLY COMPLETE
1610-0658	SPARE PUMPS FOR LOW PRESS SYS	(2,564)	JOB PARTIALLY COMPLETE
1610-0707	SEAL ACCESS TO STW & TRUCK WAS	(8,709)	JOB PARTIALLY COMPLETE
1610-0708	TOC-REFURBISH CONCRETE WORK	(43,630)	JOB PARTIALLY COMPLETE
1610-0852	IMPROVE EMBANKMENT OF THE PONDS	(6,674)	JOB PARTIALLY COMPLETE
1610-0881	BGN - REFURBISH CONCRETE WORK, TRICKLE FILTER, STP, CHANNEL	(24,735)	JOB PARTIALLY COMPLETE
1610-0882	BGN - REPLACE PUMP STATION LIDS, INSTALL HOLDING BRACKETS	(10,000)	JOB COMMENCING
1610-0884	FIN - REFURBISH CONCRETE WORK	(60,000)	JOB COMMENCING
1610-0891	BGN-DESILT SLUDGE LAGOON	(18,783)	JOB PARTIALLY COMPLETE
1610-0898	BGN - POND FENCING	(14,400)	JOB PARTIALLY COMPLETE
1610-0899	FIN - DESILT PRIMARY POND	(50,000)	JOB COMMENCING
1610-0900	FIN - UPGRADE PUMP STATION	(7,203)	JOB PARTIALLY COMPLETE
1610-0901	NEW DRYING BED	(38,978)	JOB PARTIALLY COMPLETE
1611-0341	RAISING OF SEWER MANHOLD LIDS	(1,167)	JOB PARTIALLY COMPLETE
1611-0342	TOCUMWAL CCTV	(16,971)	JOB PARTIALLY COMPLETE
5110-1926	SEWER TRANSFER FROM RESERVE	417,627	TO MATCH CARRIED-FORWARD EXPENDITURE
1710-0235	LIBRARY SPEC. PROJ. OPERATING	(6,897)	JOB PARTIALLY COMPLETE
1710-0500	LIBRARY CAR PARK UPGRADE	(10,000)	JOB COMMENCING
1714-0119	FIN SCHOOL OF ARTS REFURB	(179,255)	JOB PARTIALLY COMPLETE
1716-0505	SWIMMING POOL CAPITAL - BERRIG	(4,900)	JOB COMMENCING
1716-0510	SWIMMING POOL CAPITAL - FINLEY	(10,000)	JOB COMMENCING
1716-0520	BGN - PRMF Grant Expenditure	(200)	JOB PARTIALLY COMPLETE
1717-0230	BGN POWER UPGRADE PRMF	(2,870)	JOB PARTIALLY COMPLETE
1717-0231	FINLEY NETBALL PRMF	(19,630)	JOB COMMENCING
1718-0215	FINLEY SKATE PARK	(50,000)	ALLOCATION AWAITING GRANT FUNDS
1718-0230	TOC FORESHORE CONSULTANT	(32,005)	JOB PARTIALLY COMPLETE
1905-0300	TOWN ENTRY - FINLEY	(169,733)	JOB PARTIALLY COMPLETE
1905-0400	TOWN ENTRY - TOCUMWAL	(94,679)	JOB PARTIALLY COMPLETE
1910-0316	RESEAL DENISON ST FIN	(55,503)	JOB PARTIALLY COMPLETE
1910-0357	R/S McALLISTER ST 216-679	(12,789)	JOB PARTIALLY COMPLETE
1910-0364	R/S HILL ST 0- 70	(2,268)	JOB PARTIALLY COMPLETE
1910-0365	R/S HILL ST 70-392	(7,245)	JOB PARTIALLY COMPLETE
1910-0366	R/S HILL ST 392-492	(3,300)	JOB PARTIALLY COMPLETE
1910-0576	RESEAL BROWNE ST TOC	(1,572)	JOB PARTIALLY COMPLETE
1910-0822	RESEAL MURRAY ST FINLEY	(6,394)	JOB PARTIALLY COMPLETE
1910-0823	RESEAL MURRAY ST (MARY LAWSON)	(4,113)	JOB PARTIALLY COMPLETE
1910-0825	RESEAL MURRAY HUT DR 0-125	(4,560)	JOB PARTIALLY COMPLETE
1910-0827	RESEAL TOCUMWAL ST FINLEY	(14,035)	JOB PARTIALLY COMPLETE

RESOLUTION

## Items requiring Council Resolution

ITEMS CARRIED FORWARD TO 2015/16 OPERATING BUDGET			
JOB/GL CODE	TITLE / DESCRIPTION	AMOUNT	COMMENT
1910-0837	RESEAL RILEY CRT 0-105	(15,000)	JOB PARTIALLY COMPLETE
1910-0839	RESEAL TUPPAL ST	(7,347)	JOB PARTIALLY COMPLETE
1910-0857	RESEAL ULUPNA ST FINLEY	(2,769)	JOB PARTIALLY COMPLETE
1910-0910	RESEAL BRIDGE ST TOC	(9,416)	JOB PARTIALLY COMPLETE
1910-0917	RESEAL DENILQUIN ST TOC	(5,639)	JOB PARTIALLY COMPLETE
1910-0925	RESEAL HENNESSY ST TOC	(4,396)	JOB PARTIALLY COMPLETE
1910-0933	RESEAL KELLY ST TOC	(6,298)	JOB PARTIALLY COMPLETE
1910-0979	RESEAL BOYD ST	(2,651)	JOB PARTIALLY COMPLETE
1910-0980	RESEAL CALAWAY ST TOC	(5,156)	JOB PARTIALLY COMPLETE
1911-0009	RESEAL COLDWELLS RD	(2,884)	JOB PARTIALLY COMPLETE
1911-0159	RESEAL KELLYS RD	(4,977)	JOB PARTIALLY COMPLETE
1911-0212	RESEAL COBRAM RD	(17,572)	JOB PARTIALLY COMPLETE
1911-0302	RESEAL WOOLSHED ROAD 40-2562	(57,657)	JOB PARTIALLY COMPLETE
1911-0303	RESEAL TUPPAL ROAD	(5,807)	JOB PARTIALLY COMPLETE
1911-0308	RESEAL MELROSE RD 4950-7250	(55,347)	JOB PARTIALLY COMPLETE
1911-0310	RESEAL OAKENFALL RD 0-3924	(50,230)	JOB PARTIALLY COMPLETE
1911-0311	RESEAL OLD TOC RD 1907-2913	(19,000)	JOB PARTIALLY COMPLETE
1911-0312	RESEAL PINEY RD 4576-6594	(67,000)	JOB PARTIALLY COMPLETE
1911-0314	RESEAL STH COREE RD 2459-3708	(64,284)	JOB PARTIALLY COMPLETE
1911-0316	RESEAL YARRAWONGA RD 0-2676	(1,585)	JOB PARTIALLY COMPLETE
1912-0071	RESHEET SULLIVANS RD	(84,000)	JOB PARTIALLY COMPLETE
1912-0138	RESHEET HAYFIELDS RD	(133,725)	JOB PARTIALLY COMPLETE
1913-0554	CHANTER ST - RAILWAY TO JERSEY	(45,223)	JOB PARTIALLY COMPLETE
1913-0823	DRUMMOND ST-RAILWAY TO DROHAN	(10,000)	JOB COMMENCING
1913-0825	TONGS ST - HAMILTON TO 400M	(7,669)	JOB PARTIALLY COMPLETE
1913-0841	JERILDERIE ST- HORSFALL TO NANG	(20,000)	JOB COMMENCING
1913-0842	JERILDERIE ST - NANGUNIA TO ORR	(16,000)	JOB COMMENCING
1914-0316	YARRAWONGA RD 00 to 2676	(310,997)	JOB PARTIALLY COMPLETE
1914-0584	BROUGHANS RD - 3500M to 5500M	(33,987)	JOB PARTIALLY COMPLETE
1914-0588	LOWER RIVER RD	(342,618)	JOB PARTIALLY COMPLETE
1914-0589	SILO RD - TUPPAL RD TO SH17	(30,000)	JOB PARTIALLY COMPLETE
1914-0590	TUPPAL RD - LEVEE SECT	(424,000)	JOB COMMENCING
1914-0592	YARRAWONGA RD	(51,623)	JOB PARTIALLY COMPLETE
1914-0597	HOWE ST - TONGS TO PLUMPTONS	(5,677)	JOB PARTIALLY COMPLETE
1914-0598	JAMES CRT - LOWER RIVER RD	(26,883)	JOB PARTIALLY COMPLETE
1914-0599	PEPPERTREE RD - WOOLSHED RD	(86,860)	JOB PARTIALLY COMPLETE
1916-0826	DRUMMOND ST RAILWAY-DROHAN ST	(18,000)	JOB COMMENCING
1916-0841	JERILDERIE ST - HORSFALL TO NA	(30,000)	JOB COMMENCING
1916-0842	JERILDERIE ST - NANGUNIA TO OR	(25,200)	JOB COMMENCING
1916-0845	MCALLISTER ST - HEADFORD TO OS	(25,000)	JOB COMMENCING
1917-0664	MURRAY ST HEADFORD TO OSBOURNE	(41,742)	JOB PARTIALLY COMPLETE
1917-0665	BRUTON ST END TO ANTHONY AVE	(88,000)	JOB COMMENCING

NON-CUTS

## Items requiring Council Resolution

ITEMS CARRIED FORWARD TO 2015/16 OPERATING BUDGET			
JOB/GL CODE	TITLE / DESCRIPTION	AMOUNT	COMMENT
1917-0667	LAWSON DR BGA	(39,920)	JOB PARTIALLY COMPLETE
1917-0668	NANGUNIA ST BGA	(38,000)	JOB COMMENCING
1917-0669	CARTER ST BGN	(12,000)	JOB COMMENCING
1917-0670	COREE ST FIN	(42,000)	JOB COMMENCING
1917-0671	HUTSONS RD TOC	(35,000)	JOB COMMENCING
1917-0672	WALKING TRACK TO PUMPS BEACH	(10,410)	JOB COMMENCING
7100-1951	R2R ROADS TO RECOVERY GRANT	780,142	UNCLAIMED GRANT FUNDS FOR CARRIED-FORWARD WORKS
7300-1668	K & G JERILDERIE ST - HORSFALL TO NA	40,000	HALF-COST SCHEME PROCEEDS AWAITING PROJECT COMPLETION
7300-1669	K & G JERILDERIE ST - NANGUNIA TO OR	33,200	HALF-COST SCHEME PROCEEDS AWAITING PROJECT COMPLETION
7300-1670	K& G JERSEY ST	20,000	HALF-COST SCHEME PROCEEDS AWAITING PROJECT COMPLETION
7500-1657	F/PATH MURRAY ST-BRUTON TO MURRAY HA	23,000	HALF-COST SCHEME PROCEEDS AWAITING PROJECT COMPLETION
7500-1658	F/PATH LAWSON DR	17,000	HALF-COST SCHEME PROCEEDS AWAITING PROJECT COMPLETION
7500-1660	F/PATH NANGUNIA ST BGA	9,860	HALF-COST SCHEME PROCEEDS AWAITING PROJECT COMPLETION
7500-1662	F/PATH CORREE ST FIN	20,000	HALF-COST SCHEME PROCEEDS AWAITING PROJECT COMPLETION
7500-1663	F/PATH HUTSONS TOC	16,000	HALF-COST SCHEME PROCEEDS AWAITING PROJECT COMPLETION
1920-0175	TOC AERODROME BLDG MTCE	(2,119)	JOB PARTIALLY COMPLETE
1920-0184	TOC AERO RUNWAY 18-36 HEAVY PATCH	(29,256)	JOB PARTIALLY COMPLETE
7700-1951	AERODROME CAPITAL GRANT	83,730	UNCLAIMED GRANT FUNDS
2012-0196	TOURISM STRATEGIC PLAN	(110,254)	FUNDS TO BE USED IN 2017/18
2012-0250	EVENT MARKETING TOOLS	(5,000)	FUNDS TO BE USED IN 2017/18
8720-3800	TOC HIGHWAY BLOCK DISPOSAL PROCEEDS	350,000	BLOCK NOT SOLD

RESOLUTION

## Items requiring Council Resolution

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### Quarterly Budget Review Statement

Attached as appendix "H", please find the Quarterly Budget Review Statement (QBR) for the quarter ending 30 June 2017

There is no obligation for the Council to produce a June QBR however it can be useful in providing some guidance as to the Council's performance for the year while waiting for the final, audited financial statements to be produced.

The decision by the Federal Government to pay 50% of Financial Assistance Grant allocations in advance has also caused a large distortion in many of these reports.

The QBR consists of six statements:

1. **Report by Responsible Accounting Officer** – The Responsible Accounting Officer is satisfied that the Council's financial position at 30 June 2017 is satisfactory.
2. **Income & Expenses Budget Review Statement** – This statement projects the Council's annual operating statement for the financial year based on the budget position on 30 June 2017.

The Council expects to make an operating surplus, before capital items, of \$5.9m. While this is pleasing, this includes approximately \$2m of Financial Assistance Grant. Even with this qualification, it remains a strong financial position.

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

The Council spent approximately \$8.3m in capital works such as roads, drainage, water and sewer network improvements in 2016/17. Rates and other untied funds accounted for \$1.1m of this amount with the balance funded by grants from the NSW Government and the Council's cash reserves.

4. **Cash and Investments Budget Review Statement** – This statement indicates what the Council's expected end-of-year cash position is likely to be taking into account all known budget changes until the end of the quarter.

At 30 June 2017, the Council has cash and investments of \$28.7m, of which \$8.5m has no external restrictions on its use. Note that this preliminary and subject to the final preparation of the financial statements and audit. It also includes approximately \$2m in Financial Assistance Grant paid in advance

### Items requiring Council Resolution

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

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

- a) **Debt Service Ratio** – an indicator of how much of the Council's income is used to service its debt

*In 2016/17, this was 0.88% - in line with expectations and easily meeting the NSW Treasury Corporation benchmark.*

- b) **Rates & Annual Charges Coverage Ratio** – an indicator of how reliant the Council is on its rates revenue

*In 2016/17, this was 42.7%, below initial expectations and does not meet the NSW Treasury Corporation benchmark of 50%. This figure has been distorted by the pay 50% of Financial Assistance Grant allocations in advance.*

- c) **Building and Infrastructure Renewal Ratio** – an indicator of the Council's effort in renewing its assets as they deteriorate.

*In 2016/17, this was 198.3%, above initial expectations and easily meeting the NSW Treasury Corporation benchmark of 100%.*

Overall, the Council performed well against the benchmarks it set for its financial performance

- 6. Contracts and Other Expenses Budget Review Statement** – This statement is an attempt to provide the Council with some detail about the Council's new contractual arrangement and expenditure on consultancies and legal expenses.  
The Council entered into one contract meeting the reporting criteria in the period 1 March to 30 June 2017.

Items requiring Council Resolution

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**6.5 UPGRADING BRUNKER STREET TO AN ALL WEATHER ROAD**

**AUTHOR:** Engineering Services Manager

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

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

**FILE NO:** 28.051.4

**RECOMMENDATION:** - that the Council proceed with the upgrade of Bruncker Street, Berrigan subject to a \$25,000 contribution being received in advance of construction from Croker Grain and that the outstanding amount of the Council contribution is taken from the budget for the proposed works on Tocumwal Street, Finley that are programmed for this financial year.

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**REPORT:**

At the previous Technical Services Committee meeting on the 2nd August, 2017 the following resolution was made:

**RESOLVED** Crs Glanville and Morris that Council complete the upgrade of the written unsealed section of Bruncker Street, Berrigan at an estimated cost of \$97,000 subject to 25% contribution by Croker Grain and that the driveway accesses be upgraded by Croker Grain to the same standard.

After approaching Jason McPherson from Croker Grain requesting a 25% contribution up front to complete the works, a counter offer was made:

Croker Grain will contribute \$25,000 to the total project cost which will be inclusive of the installation/ upgrade of the new driveway for their access. The costs of the gates and fencing would be at cost to Croker Grain.

The preliminary estimated cost for the installation/ upgrade to a new asphalted driveway with culvert and headwalls from the edge of the road to the fence line would be \$7,000 thus bringing the estimated total cost of the project to \$104,000. Which would mean an anticipated expenditure of \$79,000 from Council.

Should Council wish to proceed with the works, it is suggested that \$41,000 (entire budget) be taken from the proposed road reconstruction of Tocumwal Street Finley from Wollamai Street to Pinnuck Street and that the additional \$38,000 (\$75,000 budget) be taken from the proposed drainage construction of Tocumwal Street, Finley from Wollamai Street to Pinnuck Street.

Correspondence from Croker Grain is attached in appendix "I".

**Items requiring Council Resolution**

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**6.6 OVERGROWN AND UNTIDY PROPERTY****AUTHOR:** Development Manager**STRATEGIC OUTCOME:** Sustainable natural and built landscapes**STRATEGIC OBJECTIVE:** 3.1 Create safe, friendly and accessible communities**FILE NO:** 11.094.1**RECOMMENDATION:** - that the direction of the Council is sought.

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**REPORT:**

Council is in receipt of continuing complaints regarding a residential property in Finley.

The premises at 44 Pinnuck Street, Finley, on which a dwelling and other improvements are located, is in an unkempt state, with overgrown vegetation, a number of abandoned vehicles and a large number of other articles and rubbish strewn around the yard. This has resulted in the property being a fire hazard, a haven for vermin and snakes as well as constituting a risk to the health and safety of any resident and also the surrounding properties and residents.

Council staff have attempted to have this situation rectified for a number of years without success. Various methods have been employed, including assistance from community groups, however the owner of the property has refused to cooperate. It is understood that the owner suffers from a hoarding disorder which leads to the accumulation of large numbers of objects and the inability to discard these items.

A number of Orders, issued under Section 124 of the Local Government Act 1993(the Act), have been issued to the owner requiring work to be carried out to ensure the preservation of safe and healthy conditions. These Orders have continually been ignored by the owner. Penalty infringements notices have also been issued however this has also failed to prompt the owner into taking action regarding this matter.

Section 678 of the Act states that if the required work indicated in the Order is not completed within the period allowed for compliance, the Council may give effect to the Order by carrying out any action required and recover the costs associated with that work from the property owner.

Councils legal advisors have advised that, in order to avoid future legal action from the property owner, an application should be made to the NSW Land and Environment Court for a ruling on the validity of the Order prior to entering the land and undertaking the works required to preserve healthy conditions on the

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### Items requiring Council Resolution

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site. Indicative costs associated with this action are anticipated to be in the vicinity of \$20,000 - \$30,000 in addition to the costs associated with the actual clean-up of the site.

Should the Council find these costs prohibitive it could consider a clean-up of the property provided that no articles are removed from the site.

In this regard the long grass and other vegetation could be sprayed/mowed and trimmed and the articles stacked in one section at the rear of the property so as to reduce the fire hazard and minimise the habitat for vermin and snakes. This would be in keeping with the provisions of the Act and where no articles would be removed from the property. Further spraying on a 6 monthly basis would be required to maintain vegetation to a level where there was a limited hazard. This action would be restricted to the yard only and the dwelling would not be the subject of any clean up.

The costs and risk of taking this action would not be excessive and may prevent one or more of the neighbours taking legal action against Council which has been mooted.

It should be noted that Council has been the recipient of court action by the owner of the land in the past whereby the demolition of a building on another property was undertaken in accordance with the provisions of a demolition order. In this instance all material was removed from the site and the owner had already obtained quotes from second-hand dealers for those materials that were removed and taken to landfill therefore there was a valid argument to recoup the value of those articles that were disposed of even though that Order was not complied with.

It should also be noted that the property owner no longer resides at the premises which has been vacant for approximately 18 months and the property is continuing to deteriorate over time which is causing angst to the adjoining property owners.



## Items requiring Council Resolution

### 6.7 DELIVERY PROGRAM PROGRESS REPORT

**AUTHOR:** Strategic & Social Planning Coordinator

**STRATEGIC OUTCOME:** Good government

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

**FILE NO:**

**RECOMMENDATION:** - that the Council note the second Delivery Program Progress Report 2016/17 and June 2017 Quarterly Report reviewing Annual Operational Plan 2016/17 circulated as appendix “J”.






**REPORT:**

Circulated with this Agenda as appendix “J” is the Council’s Delivery Program Progress Report and June 2017 Quarterly Review of the Council’s *Annual Operational Plan 2016/17*.

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

- Council actions that support and promote *Berrigan Shire 2023* outcomes (these are outcomes which match Department of Local Government’s quadruple bottom line reporting requirements: Social, Economic, Environmental and Civic Leadership);
- *Delivery Program Objectives*;
- *Annual Operational Plan Objectives*; and
- *Annual Operational Plan Actions*.

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

				
Complete	On Target	Not Target	Past Due	No Status / Deferred

### Items requiring Council Resolution

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

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

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

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

	Completed	On target	Not on target	Past Due	Deferred / Not due to start	Total
Sustainable natural and built landscapes	14	1	0	0	0	15
Good government	14	0	0	0	0	14
Supported and engaged communities	16	0	0	0	2	18
Diverse and resilient business	18	0	0	0	0	18
<b>Total Actions</b>	<b>62</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>65</b>

**Items requiring Council Resolution**

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**6.8 TIP FEES****AUTHOR:** General Manager**STRATEGIC OUTCOME:** Diverse and resilient business**STRATEGIC OBJECTIVE:** 4.1 Strengthen and diversify the local economy and invest in local job creation and innovation**FILE NO:** 31.160.3**RECOMMENDATION:** - that the Council advise the applicant that it will not waive tipping charges related to building demolition at Lots 1 & 2 Section 1 DP17183 and Lots 1 & 2 Section 24 DP 758412.

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**REPORT:**

The owner of Lots 1 & 2 Section 1 DP17183 and Lots 1 & 2 Section 24 DP 758412 being 82 – 90 Murray Street Finley has written to the Council in relation to the demolition of structures on the site, which is basically the old veterinarian clinic.

The owner is requesting that the Council waive tipping charges associated with the demolition and has advised me that these are approximately \$6,000.

It is also stated that if the cost of demolition (and I assume reconstruct) cannot be reduced then renovation of the existing building may be the only option.

The state of the property has been of concern to the Council previously and demolition or demolition and reconstruction may improve the appearance of the site.

While the proposed works would most likely enhance the northern entry to Finley it is nonetheless a commercial venture. While being a commercial venture doesn't preclude Council assistance providing such assistance would leave the Council in a difficult policy position if any other such requests are received.

Similar works are presently underway at Tocumwal.

The Council's current position is that it only entertains reduction in tip charges related to community events, Cleanup Australia events and sometimes from community organizations.

If the charges are waived this would need to be, in effect, paid for by the General Fund.

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Items requiring Council Resolution

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**6.9 LIONS CLUB OF TOCUMWAL – REQUEST FOR RATE ASSISTANCE**

**AUTHOR:** General Manager

**STRATEGIC OUTCOME:** Supported and engaged communities

**STRATEGIC OBJECTIVE:** 3.1 Create safe, friendly and accessible communities

**FILE NO:** 25.138.1

**RECOMMENDATION:** - the direction of the Council is sought

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**REPORT:**

The Lions Club of Tocumwal recently purchased the Tocumwal Bowls Club and its surround with a view to extending its community care in the future. No future timeframe is provided.

While the facilities are presently unoccupied the Club has requested that the Council consider some assistance with the rates and charges associated with the site.

In the following cases the Council provides an exemption from Ordinary rates but applies other charges associated with water sewer and waste services:

- Berrigan Aged Care Association (Amaroo);
- Berrigan Retirement Village
- Barooga Lions Village
- Finley Regional Care
- Tocumwal Retirement Village (Lions Club of Tocumwal)

In the case of the Tocumwal Hostel (Lions Club of Tocumwal) all rates and charges are applied.

From a policy perspective, the Lions Club of Tocumwal is a not for profit organization providing important community services and would be eligible for a waiver of ordinary rates if the facilities were a going concern.

The issue for consideration is therefore is/are facilities held for future community care but presently unoccupied eligible for a waiver of ordinary rates?

If the facilities were still considered a community sporting facility they would be charged ordinary rates.

The 2017/2018 ordinary amount to \$4,111.14.

### Items requiring Council Resolution

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The ordinary rates applied to the Tocumwal Hostel amount to \$1,308.39 for 2017/2018.

Whilst the former bowls club site probably does not meet the criteria for a rate waiver, the Council could waive the ordinary rates for the Tocumwal Hostel which would be appropriate.

The Local Government states, in part:

*S556 What land is exempt from all rates, other than water supply special rates and sewerage special rates?*

*(1) The following land is exempt from all rates, other than water supply special rates and sewerage special rates:*

*(h) land that belongs to a public benevolent institution or public charity **and is used or occupied by the institution or charity for the purposes of the institution or charity,***

While the Lions Club of Tocumwal is probably not a public benevolent institution the Council has obviously previously taken a broader view of the intent of this section of the Act.

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### Items requiring Council Resolution

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#### 6.10 LGNSW ANNUAL CONFERENCE – SUBMISSION OF MOTIONS

**AUTHOR:** General Manager

**STRATEGIC OUTCOME:** Good government

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

**FILE NO:**

**RECOMMENDATION:** - that the Council submit a motion for consideration at the 2017 LGNSW Annual Conference to the effect of requesting the NSW State Government to put in place a process to allow Councils declared to be unfit for the future, because they failed IPART's scale and capacity test, to be declared as fit for the future.

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**REPORT:**

As Councillors may be aware this Council, and many other throughout NSW were declared unfit for the future as they apparently failed IPART's scale and capacity test.

This Council apparently failed because it did not agree with the Independent Local Government Review Panel's recommendation for its future. The Panel recommended a merger with the then Jerilderie Shire Council.

Ultimately the delegate that reviewed the proposed merger agreed with the Council's position and concluded that the merger should not occur.

Given the delegates view and also the Council's performance it is considered that to be still held as unfit for the future is both inappropriate and something of a slur on the Council's reputation.

It appears that the State has now found itself in a position where there is no clear path to allow Councils to be declared fit for the future despite the fact that this obviously needs to occur.

It is also worth noting that the Minister for Local Government recently changed the classification of Griffith City Council to be fit for the future without any formal process.

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**Items requiring Council Resolution**

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**6.11 QUEENSLAND FRUIT FLY PROGRAM****AUTHOR:** Economic Development Officer**STRATEGIC OUTCOME:** Diverse and resilient business**STRATEGIC OBJECTIVE:** 4.1 Strengthen and diversify the local economy and invest in local job creation and innovation**FILE NO:** 3.160.15**RECOMMENDATION:** - that the Council survey the community with an “expression of interest” form to gauge the support for a free or subsidized *Unwanted fruit tree removal program*.

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**REPORT:**

The Council has run a QFF program for the past 3 years – 2 years in conjunction with Moira Shire. The program is designed to educate the community on how to deal with the pest in an effort to minimise the population in urban areas which is the origin of most of the outbreaks that infest the orchards. The horticulture industry is worth millions of dollars to the cross border communities and since the QFF was declared endemic in the region the task of reducing the impact of QFF has been done at a local level.

In 2016 the Victorian Government became involved in the QFF management issues after heavy lobbying from the Sunraysia and Goulburn and Murray Valley fruit growers associations. The Council is now involved with the Regional QFF Action Plan with Moira, Shepparton, Campaspe and Strathbogie Shire Councils. Activities under the regional plan include:

- Signage
- Communications strategy - Social media, TV and Radio
- Community workshops
- Industry workshops
- Schools program
- Free Urban tree removal program

The Regional program is funded by the Victorian Government and Berrigan Shire has been included in most aspects of the program however Victorian funds cannot be used in NSW to pay for the free urban tree removal program.

Research is now proving that the QFF has the ability to overwinter in urban environments which makes the removal of unwanted fruit trees a priority. The Sunraysia group has run an urban tree removal program for the past 2 years and community uptake has been positive although a little slow.

### Items requiring Council Resolution

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The Council needs to understand if our urban communities would be interested in participating in such a program of voluntary tree removal. If there is sufficient interest then further work would need to be done on how such a program could be funded or subsidised.

RESOLUTION



**Items requiring Council Resolution**

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**6.12 BENDIGO BANK AGENCY****AUTHOR:** General Manager**STRATEGIC OUTCOME:** Supported and engaged communities**STRATEGIC OBJECTIVE:** 3.1 Create safe, friendly and accessible communities**FILE NO:** 12.024.1**RECOMMENDATION:** - that the Council agree in principle to operate a Bendigo Bank agency at its Shire Office subject to:

1. review of an official agency agreement;
2. the agency being auspiced by the Coleambally Community Bank;
3. the receipt of a wages subsidy until the agency covers operational costs; and
4. receipt of \$5,000 contribution to required office modifications.

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**REPORT:**

As Councillors may be aware, the Berrigan community and staff have been exploring options to find a local banking services provider to replace those formerly provided by the National Australia Bank.

Whilst initially the Central Murray Credit Union appeared to be interested in providing these services this option was ultimately not brought forward by it.

Given the evaporation of the above option, the possible expansion of Bendigo Bank services to Berrigan were explored, initially with its regional branch at Wangaratta.

This option, again, failed due to the inability to receive fundamental information to allow even rudimentary examination of the option.

At this point the Berrigan community pursued the Bendigo Bank option with Bendigo Bank's Coleambally Community Bank.

Discussions with the Coleambally Community Bank have proved to be far more open and supportive which has allowed a reasonable assessment of the option to open an agency at Berrigan.

The assessment of this option by staff is based upon several principles which are:

1. The Council will not take on non-core services that are not financially viable or are high risk of becoming so;

**Items requiring Council Resolution**

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2. The Council is not prepared to take on non-core services where there are legitimate alternative service providers;
3. If a service is important for the community and the Council can viably provide it as a last resort it should seriously consider doing so.
4. Any such service should not detract from the Council's delivery of its core services.

Considering the above, staff have assessed the agency option as proposed by Coleambally Community Bank and this is set out below.

**Location**

The Bank has identified two possible locations at Berrigan and for a range of reasons its preferred location is the Shire office.

**Is the proposal financially viable?**

Through a combination of information that has been provided via Coleambally, business levels at the Jerilderie agency and some assumptions the following financial assessment has been developed.

It should also be noted that while a relatively conservative approach has been taken in considering the assessment there are risks associated with it.

Firstly is that while staff believe the assessment has considered all aspects of the proposal, there is a risk associated with "what we don't know".

Secondly is, the obvious risk associated with failing to achieve the expected levels of business.

Thirdly is, that once taken on, if for any reason Council sought to exit it would be highly controversial.

### Items requiring Council Resolution

Bendigo Bank Financial Model								
Income	Rate	Year 1		Year 2		Year 3		Value
		Number	Value	Number	Value	Number	Value	
Transactions month	\$0.75	2,400	\$1,800	3,000	\$2,250	3600	\$2,700	
Term Deposits	0.25%	\$6,000,000	15,000	\$10,000,000	25,000	\$14,000,000	35,000	
Deposit Balance	0.25%	\$3,000,000	\$7,500	\$3,500,000	\$8,750	\$4,500,000	\$11,250	
New Account	\$10.00	100	\$1,000	200	\$2,000	300	\$3,000	
New Loans								
New Credit Cards	\$10.00	20	\$200	20	\$200	20	\$200	
<b>Total Income</b>			<b>\$25,500</b>		<b>\$38,200</b>		<b>\$52,150</b>	
<b>Expenditure</b>								
Counter Modifications (nett)			\$5,000					
Security Modifications (nett)			\$2,000					
Staff costs			\$21,000		\$21,525		\$22,050	
LHP			\$0					
IT			\$1,000		\$1,000		\$1,000	
Misc			\$1,000		\$1,000		\$1,000	
<b>Total Expenditure</b>			<b>\$30,000</b>		<b>\$23,525</b>		<b>\$24,050</b>	
<b>Nett Cost</b>			<b>\$4,500</b>		<b>-\$14,675</b>		<b>-\$28,100</b>	

In the above assessment the level of term deposits and deposits assume a continued Council investment of \$3m in term deposits and \$2.5m held in an at call account.

The assessment also assumes that the expected levels of business can be absorbed into existing operations.

The assessment shows a small deficit in operations for the first 12 months and thereafter a small surplus result. Given that no staff subsidy from the Bank has been included the proposal appears viable from year 1 provided none of the identified risks are realised.

#### Required office modifications.

Whilst there is obviously no specific detail available the known modification works required are:

- Modification of the reception area to accommodate two staff at all times, i.e. an increase of 1. This is to provide some level of staff security and obviously cash security. While the existing area can accommodate 2 – 3 staff at any time 3 is cramped and the working area must be adequate to also provide for provision of existing services.

RESOLUTION

### Items requiring Council Resolution

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- The works will either require the existing area to be expanded towards the existing toilet door or into the internal staff area, neither of which are ideal as one would put the reception counter right next to the toilet entry way and the other will require wall removal and relocation of existing security and A/C controls.

The Bank has committed to subsidize these works by up to \$5,000. Actual cost would be dependent on design.

The reception area, under either modification will have a different atmosphere due to the required staff protection barriers and barrier to exclude counter jumping.

Finally an agency will require the installation of a small(ish) safe which will probably need to be within the existing office area.

#### **Staff Issues**

The key staffing issue from the Council's perspective is how many staff need to be trained and how this will be delivered. The Bank's preference is that all staff receive initial on the job training over the first two weeks of operation and then 4 – 5 hours each as on-line training.

The only real concern is the number of staff required to be trained to maintain full time service provision which will most likely be six in total.

#### **Automated Teller Machine**

One of the key issues for the community is access to a fee free ATM.

The Bank has advised that this would not be provided in the short term. The reasoning behind this position is that the Bank needs to have an environment where community members are encouraged to transfer their accounts with other Bendigo branches or other Banks to local accounts. If an ATM exists this transfer is not encouraged.

The future location of an ATM has not been considered in any detail.

#### **Wangaratta V's Coleambally affiliation.**

As stated earlier, Berrigan is within the management area of the Bank's Wangaratta office and within the direct management of its Cobram branch. The Wangaratta/Cobram operation is a part of the full corporate management of the Bank.

The Coleambally operation that is proposed to auspice any agency is a part of the community bank operation.

## Items requiring Council Resolution

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A significant difference in dealing with these two different structures has been observed and there is a clear preference from the Berrigan community and the Council staff to deal with the community bank.

Whether or not the Bendigo Bank will allow Coleambally to auspice any agency is yet to be seen. It has however been requested by the Berrigan community.

If the Council does support the agency proposal it would be useful to predicate this on auspice from Coleambally.

### **The Council's own banking operations.**

The existence of an agency within the Council's operations would be advantageous and would overcome the present operational issues after some initial disturbance through changing banks.

In terms of the Council's investment strategy, it is critical that this continues to be implemented independently of any agency operation so that the Council is not exposed to any undue financial risk. That is, the Council cannot ignore its financial strategy simply to build business for the agency and expose itself to risk that would not otherwise exist.

### **Existing Berrigan service by the Bendigo Bank**

Bendigo Bank transactional services are currently available at the Berrigan Post Office.

There is a clear direction from the community for the establishment of an agency despite this branch, as an agency can either provide or facilitate a wider range of services, particularly around account provision, investment, loans and credit cards.

It is of concern that there may be impact upon the business levels however this has to be balanced against the community having access to a reasonable range of services.

### **Conclusion**

On balance and considering the key principle, the Council taking on the agency operation appears a reasonable one and could be supported. The fact that the Council, or another provider, can provide an agency at a margin cost rate in the worst case scenarios is a significant benefit and make the early operation of replacement banking services an achievable option.

Items requiring Council Resolution

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**6.13 DENILQUIN STREET TOCUMWAL**

**AUTHOR:** General Manager

**STRATEGIC OUTCOME:** Diverse and resilient business

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

**FILE NO:**

**RECOMMENDATION:** - that the Council negotiate a “first option” for the potential purchase of Lot 1 DP 313441.

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**REPORT:**

The Council resolved at its July 2017 meeting “that the Council attempt to negotiate purchase of Lot 1 DP313441”.

Staff have spoken to the owner of the property who has advised that he is not unwilling to sell however he will not do so until such time as other appropriate premises can be secured from which to conduct his business.

Whilst the property is not inclined to sell at present he is prepared to attempt to negotiate the Council securing a first option over the property.

A first option would, in effect, ensure that the Council is aware of any proposed sale and provide it with the first option to negotiate a sale.

It is suggested that the Council should pursue this option.

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**Items requiring Council Resolution**

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**6.14 STRONGER COUNTRY COMMUNITIES FUND****AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Supported and engaged communities**STRATEGIC OBJECTIVE:** 3.1 Create safe, friendly and accessible communities**FILE NO:** 15.128.33**RECOMMENDATION:** - that the Council, having considered the results of the survey and the Council's strategic priorities, submit the following projects for funding under the Stronger Country Communities Program:

1. Netball Courts, Berrigan
2. Skate Park, Finley
3. Library extension, Tocumwal
4. Challenge playground, Barooga
5. Change rooms and kiosk, Finley Showgrounds
6. Walking paths, Tocumwal
7. Half-court basketball facility, Berrigan

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**REPORT:**

Berrigan Shire Council has been allocated \$788,926 under the Stronger Country Communities Fund (SCCF).

The program guidelines state:

*The Stronger Country Communities Fund has been established by the NSW Government to help deliver local infrastructure projects to regional communities. The purpose of the fund is to provide the kind of infrastructure that improves the lives of local residents— from parklands to health centres and community halls. This fund will also help regional communities across NSW continue to attract new residents and visitors.*

SCCF is looking to fund projects of at least \$100,000 and typically in the range of \$250,000 to \$1m per project. There will be two rounds of funding. Applications for Round 1 are due on 16 September 2017.

As part of the program SCCF expect that the Council has consulted with the community and that the projects strongly reflect community preferences. SCCF have also engaged a public relations company to run a telephone survey of 100 people in each local government area. There is an expectation

## Items requiring Council Resolution

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that the Council should submit a range of projects to allow for community choice and input in to the decision making process.

### Shortlist

Given the very short timeframes involved, the Council was required to prepare a shortlist of projects quickly and without much specific consultation with user groups. At its ordinary meeting held on 19 July 2017 the Council selected the following projects for its shortlist.

1. Skate Park - Finley
2. Change rooms and kiosk – Finley Showgrounds
3. Library extension – Tocumwal
4. Walking paths – Tocumwal
5. Stage area – Barooga Botanical Gardens
6. Challenge playground – Barooga Foreshore/Collie Park
7. Half-court basketball facility – Hayes Park, Berrigan
8. Netball Courts – Berrigan Sportsground

The shortlist was selected based on a few basic principles – projects already included in the Council’s strategic planning documents, projects brought to the Council for consideration by community groups, projects that were scalable to allow for variable funding and finally, a balance between the four communities.

### Survey

Again, the short timeframe did not allow for a lengthy consultation process, so the Council chose to run a quick survey asking respondents to rank the projects in order from 1-8. The survey was promoted via the Council’s social media channels, via the Council website, in the Council Bulletin page in the Southern Riverina News and the Cobram Courier and via school newsletters.

The anonymous survey asked four questions:

1. Please let us know where you reside
2. What is your age
3. The Council has been allocated \$788,926 under the Stronger Country Communities program. The Council has resolved to submit eight projects for consideration. Please rate from 1 to 8 your preference for each of the projects.
4. Any comments you may like to provide.

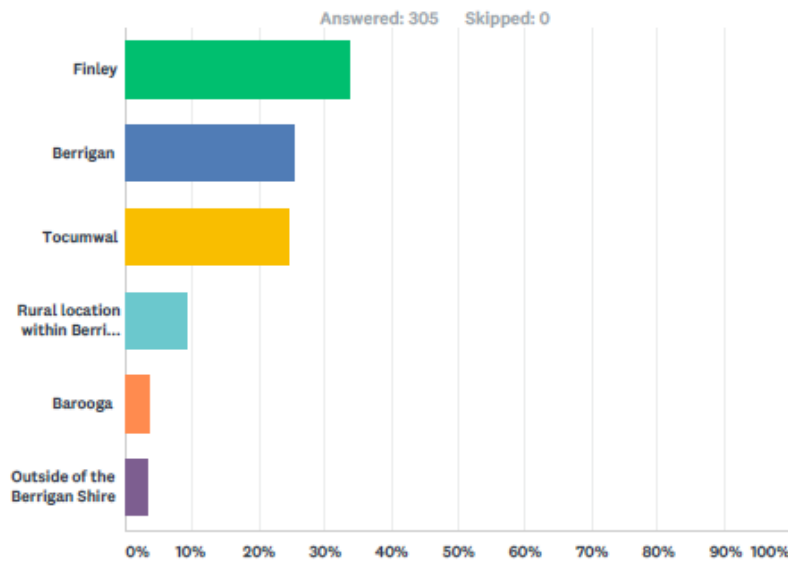
The respondents’ comments from the survey are available as appendix “K”.



Items requiring Council Resolution

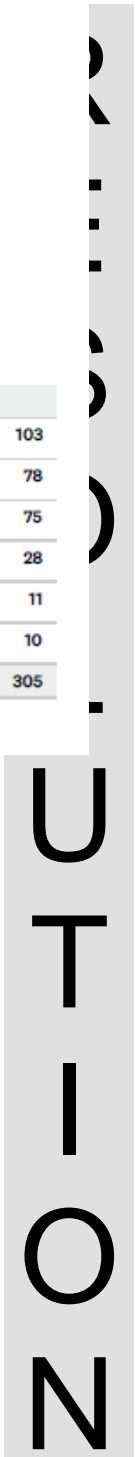
The Stronger Country Communities Program Options

Q1 Please let us know where you reside.



Answer Choices	Responses	Count
Finley	33.77%	103
Berrigan	25.57%	78
Tocumwal	24.59%	75
Rural location within Berrigan Shire	9.18%	28
Barooga	3.61%	11
Outside of the Berrigan Shire	3.28%	10
<b>TOTAL</b>		<b>305</b>

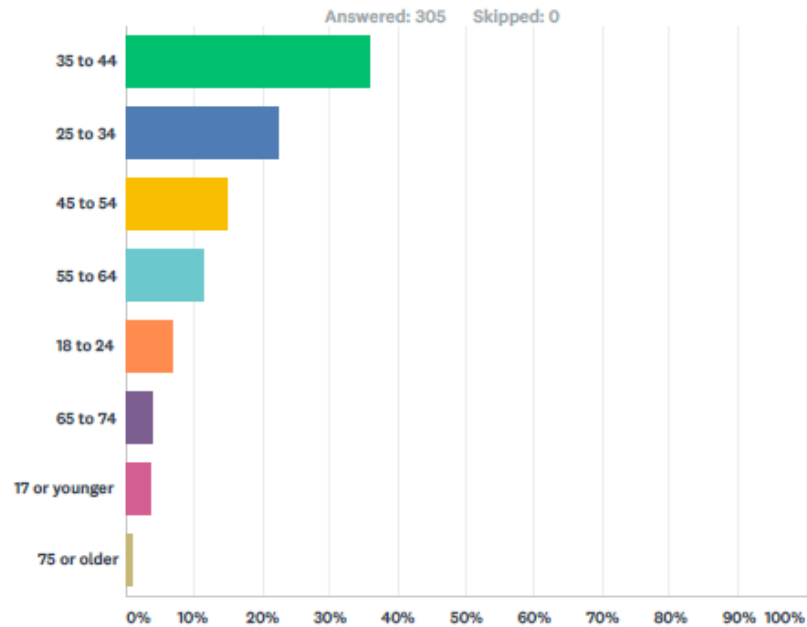
The pattern of responses received reflects the normal pattern with Council engagement programs – relatively strong engagement from Finley, Tocumwal and Berrigan and not so strong a response from Barooga.



## Items requiring Council Resolution

## The Stronger Country Communities Program Options

## Q2 What is your age?



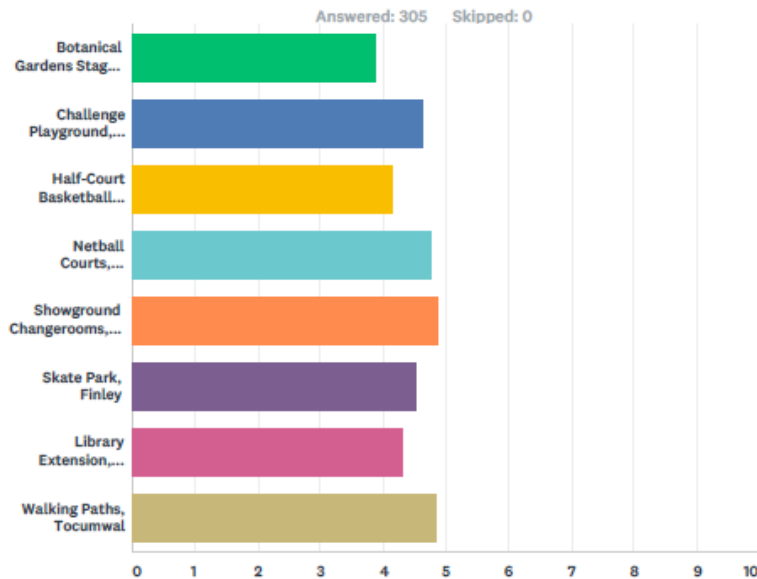
Answer Choices	Responses	
35 to 44	35.74%	109
25 to 34	22.62%	69
45 to 54	14.75%	45
55 to 64	11.48%	35
18 to 24	6.89%	21
65 to 74	3.93%	12
17 or younger	3.61%	11
75 or older	0.98%	3
<b>TOTAL</b>		<b>305</b>

The age profile of respondents is a little different than other general engagement activities undertaken by the Council previously, skewing younger with the two largest cohorts of respondents aged between 25-34 and 35-44 – i.e. the age most likely to have children.

Items requiring Council Resolution

The Stronger Country Communities Program Options

**Q3 The Council has been allocated \$788,926 under the Stronger Country Communities program. The Council has resolved to submit eight projects for consideration. Please rate from 1 to 8 your preference for each of the projects.**



	1	2	3	4	5	6	7	8	Total	Score
Botanical Gardens Stage, Barooga	2.62% 8	6.56% 20	12.13% 37	19.34% 59	14.75% 45	17.38% 53	11.80% 36	15.41% 47	305	3.87
Challenge Playground, Barooga	6.89% 21	8.52% 26	24.59% 75	16.07% 49	12.79% 39	13.44% 41	10.82% 33	6.89% 21	305	4.63
Half-Court Basketball Facility, Berrigan	7.54% 23	19.34% 59	7.87% 24	9.84% 30	9.51% 29	10.49% 32	18.36% 56	17.05% 52	305	4.15
Netball Courts, Berrigan	21.97% 67	9.84% 30	9.51% 29	10.82% 33	12.13% 37	13.44% 41	10.82% 33	11.48% 35	305	4.78
Showground Changerooms, Finley	28.20% 86	8.85% 27	8.52% 26	7.87% 24	10.16% 31	10.16% 31	11.80% 36	14.43% 44	305	4.87
Skate Park, Finley	9.18% 28	19.34% 59	13.44% 41	9.18% 28	11.80% 36	9.84% 30	13.77% 42	13.44% 41	305	4.53
Library Extension, Tocumwal	6.56% 20	15.08% 46	12.79% 39	12.79% 39	12.46% 38	15.41% 47	11.80% 36	13.11% 40	305	4.31
Walking Paths, Tocumwal	17.05% 52	12.46% 38	11.15% 34	14.10% 43	16.39% 50	9.84% 30	10.82% 33	8.20% 25	305	4.86

This is the final overall ranking for the projects. The change rooms at the Finley Showgrounds was the highest ranked project followed by the Tocumwal walking paths. The lowest ranked project was the stage at the Botanical Gardens at Barooga.

**Project assessment**

When making its application under SCCF, the Council is required to rank these projects in order of their priority for funding – i.e. its highest priority project at No. 1, its next priority at No. 2 etc.

RESOLUTION

### Items requiring Council Resolution

In ranking these projects, the Council may wish to consider the following table giving some of the strengths and weaknesses of any potential application the Council may make

Project	Strengths	Weaknesses
Change rooms, Finley Showground	<p>Demonstrated need via usage of facility.</p> <p>Demonstrated community support via the survey and delegations to the Council.</p> <p>Upgrades an existing community asset.</p>	<p>A recent item so not specifically included in asset management plans.</p> <p>Could potentially be funded under the Regional Sports Program.</p>
Walking Paths, Tocumwal	<p>Identified community priority over a long period.</p> <p>Included in strategic plans.</p> <p>Scalable to match funding.</p> <p>Demonstrated community support via the survey.</p>	<p>Potential to be funded from the Council's own resources over time.</p>
Netball courts, Berrigan	<p>Demonstrated community support via the survey.</p> <p>Demonstrated need via usage of facility.</p> <p>Would permanently address an ongoing maintenance problem.</p> <p>Partnership funding is available.</p> <p>Upgrades an existing community asset.</p>	<p>Will require some relocation of other structures to fit.</p>
Challenge playground, Barooga	<p>Very strong support via the survey considering the low Barooga engagement.</p> <p>Fits with Council's Children and Families strategy.</p>	<p>Some pushback from the community regarding the proposed removal of the existing playground.</p>

## Items requiring Council Resolution

Skate Park, Finley	<p>Would address a long standing public risk and maintenance issue.</p> <p>Has development consent.</p> <p>Included in Council's strategic plans.</p> <p>Council's partnership funding is allocated in the 2017/18 budget.</p>	Not so highly ranked as other suggested projects.
Library extension, Tocumwal	<p>Included in Council's strategic plans.</p> <p>Would address a long identified need and bring Tocumwal into line with the other three communities.</p> <p>Other funding opportunities for a project of this type may be difficult to source.</p> <p>Identified as a requirement through a separate survey of Tocumwal library users.</p>	Not so highly ranked as other suggested projects.
Half-court basketball facility, Berrigan	<p>Potential tie-in with Berrigan landscape plan.</p> <p>Would enhance youth activity area in Hayes Park.</p>	<p>Not so highly ranked as other suggested projects.</p> <p>Relatively recent concept so specifically identified in the Council's strategic plans.</p> <p>New facility and would attract additional maintenance costs, albeit marginal.</p>
Stage, Barooga Botanical Gardens	Add to an existing, well used facility.	<p>Not so highly ranked as other suggested projects.</p> <p>Not supported by the Committee of Management.</p>

RESOLUTION

## Items requiring Council Resolution

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### Other considerations

Challenge playground, Barooga – As well as the installation of a playground at Collie Park, the original proposal also called for the removal of the existing playground in the vicinity of the swing bridge.

The rationale behind this was two-fold:

Firstly, the Council has had a general policy with new playgrounds that they replace existing playgrounds rather than just continue to add new ones. This is in line with the Council's adopted Financial Strategy to ensure the Council does not over commit itself with maintenance expenditure.

Secondly, the playground has reached its replacement date and has limited playability compared to more modern playgrounds.

Unfortunately, the short timeframe meant that the Council was unable to consult with the local community in detail about the future of the playground. Following the survey, there has been some feedback from the Barooga community that the playground is valued and well used.

It may be better in this instance to retain the existing playground, build the new challenge playground and then have the discussion with the Barooga community about their preferred future for the playgrounds.

### Extension – Tocumwal Library

The Tocumwal Library is the oldest of the four Berrigan Shire libraries, built in 1999. Compared to the other libraries, it is cramped and lacks dedicated activity areas.

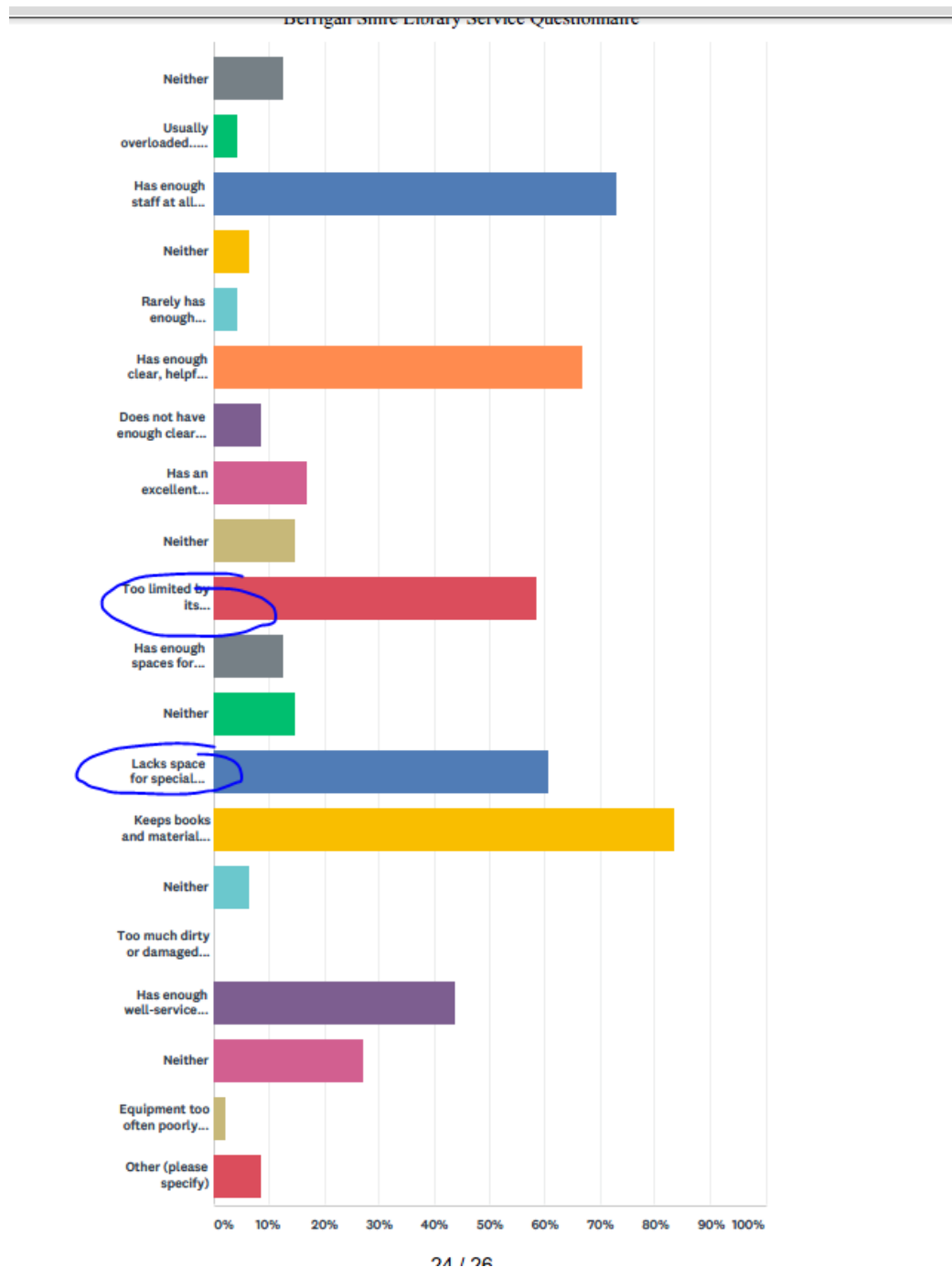
Investigation of options for the extension of the Tocumwal Library was included in the Berrigan Shire Library Service Strategic Plan and the Council's Delivery Program. Running parallel to the SCCF survey, the Library Service ran their own survey of Tocumwal library users to determine their views on the Tocumwal library and the services it provides.

The results of this survey are attached as appendix "L".

For the purposes of this report, the key item in this survey is shown below.

Giving consideration to this survey, as well as the results of the SCCF survey shows strong support for this project to continue.

Items requiring Council Resolution



Stage – Barooga Botanical Gardens

During the survey, the Council was contacted by the Botanical Gardens Committee of Management who indicated that they did not support the proposal and it did not fit with their future plans. Given that feedback and the relatively low ranking in the survey, the Council may wish to scrap this altogether.

RESOLUTION

### Items requiring Council Resolution

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#### Half Court Basketball – Hayes Park, Berrigan

The students of Berrigan Public School have submitted a joint letter indicating their support for this project. The letter is attached as appendix “M”.

#### **Proposed ranking**

Council staff have given the projects the proposed rankings below. In doing so, they have considered the criteria in the table above, the survey results and the balance of projects across the communities.

The staff have ranked all seven projects. The Council does not have to submit all seven but it does need to submit enough projects to allow for a meaningful choice for the community.

1. Netball Courts, Berrigan
2. Skate Park, Finley
3. Library extension, Tocumwal
4. Challenge playground, Barooga
5. Change rooms and kiosk, Finley Showgrounds
6. Walking paths, Tocumwal
7. Half-court basketball facility, Berrigan



**Items requiring Council Resolution**

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**6.15 FINLEY SCHOOL OF ARTS****AUTHOR:** Director Corporate Services**STRATEGIC OUTCOME:** Supported and engaged communities**STRATEGIC OBJECTIVE:** 3.1 Create safe, friendly and accessible communities**FILE NO:** 05.101.3**RECOMMENDATION:** - the direction of the Council is sought

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**REPORT:**

The Finley War Memorial Hall and School of Arts Committee of Management have written to the Council to request its consideration of their proposal to modify the delivery of the Council's "Option 3" concept.

A copy of the letter is attached as appendix "N".

The Committee's proposal has three main items:

1. Not removing the existing toilets until the new School of Arts toilets are built
2. Installing temporary toilets in the interim as agreed while the Committee fundraises to build new toilets for the Memorial Hall
3. Have a broader discussion regarding the link between the two buildings – i.e. a permanent link or a permanent separation.

The Council has undertaken an extensive consultation program around these facilities and has modified its proposal on three occasions. The architect has made significant progress on the detailed design and any changes at this stage will add to the project cost and contribute to further delay.

That said, considering the three points:

1. The construction program would need to be discussed with the successful builder to determine what would be achievable and cost effective.
2. The Council has committed to installing temporary toilets during the construction phase. There could be discussion around retention on an ongoing basis – subject to cost and maintenance issues being addressed.
3. The Council has no fixed proposal on the overall future of the two buildings. What the Council has said is that its current proposal is to remove the annex as it stands without a replacement. The Council remains willing to consider the re-installation of an annex in the future – again subject to financing and maintenance concerns being addressed.

Items for Noting

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**RECOMMENDATION** – that Items for Noting numbered 7.1 to 7.4 inclusive be received and noted.

**7.1 EARLY CHILDHOOD INTERVENTION SERVICES ANNUAL REPORT - 2017**

**AUTHOR:** Marg Graham

**STRATEGIC OUTCOME:** Supported and engaged communities

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

**FILE NO:** 03.160.3

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**REPORT:**

I am pleased to deliver my report to Council to give an overview of the service for 2016 -17.

The service continues support for families and children aged 0-18 with a disability or developmental delay and their families. Service is tailored to meet the individual needs of the child and focus on supporting the child in their natural environments and in their everyday experiences and activities for children in the Berrigan Jerilderie and Urana shires and surrounding areas. The Early Intervention Service has increased and is currently working with maximum client numbers.

Work has been completed around the 5 year plan for the service and aligning itself with the councils 5 year Policy for a Disability Action Plan 2016-17 which is now current and approved.

The service has farewelled Niely Baron who has accepted a reemployment offer from her Key Worker role with the Early Childhood Intervention Service, to the Support Officer position in the Council administration office.

Rhonda Bryce who is employed under the DET funding for ISP, will continue to support children who will transition to school with a diagnosed disability until 31 December 2017.

The support given to children from birth through to the early and later years at school has a crucial impact on how children develop as individuals, within their families and communities. Under the banner of the Berrigan Shire Council we have achieved this by developing a whole new approach to services for young children and their families.

**NOTING**

## Items for Noting

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We have built linkages and partnerships between services and shires - such as maternal and child health, preschool, childcare, family support as well as schools- so that services work together thus making it easier for families to have access to the full range of supports they need.

The Early Childhood Intervention Service has been a crucial part of this picture and the council has supported this for the past 32 years. There has been amazing changes in the service delivery and more to come for the future as we move into the NDIS and start partial rollout in July 2017.

Ongoing Therapy support has been accessed by agreement with Occupational Therapy, Speech Pathologist & Psychologist services as part of the support given to families.

We held the following events:

- Information evening held for members of the community regarding ECIS.
- Community inclusion project of Finley Uniting Church in partnership with Berrigan Shire Early Childhood Intervention Service Time for Tea – this has now however changed to a support role for access for facilities and support from the Uniting church for training and events.
- Lego Construction Play day Extravaganza helps connect the community through preschools and primary schools whilst establishing relationships, networks and community awareness with Early Childhood intervention and the inclusion of the families and their children. This was held on 4 August 2016.
- Autism Spectrum Australia together with the Berrigan Shire ECIS offered a highly interactive, full day, Basic Key Word Sign Workshop in September which a method of using sign and gesture in conjunction with speech. Key Word Sign is useful for toddlers, preschool children, school-aged children and adults.
- ECIS attended the Children's week activities supporting the events in each town 22-30 October 2016.
- Triple P program under the Sydney University has continued to be rolled out by Margaret to families having held in groups and some individual sessions.

Celebrating International Day of People with Disability for inclusion within community groups and individuals to help break down disability barriers and celebrate abilities. ECIS held an event in the community called "Down on the Farm", where families were subsidised for a unique experience to learn more about a wide range of farm animals and given the chance to interact with the animals and to learn about their daily care.

### Items for Noting

## 7.2 INNOVATION FUND

**AUTHOR:** General Manager

**STRATEGIC OUTCOME:** Good government

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

**FILE NO:**

### REPORT:

Councillors may recall that at an extraordinary Council meeting held in June 2017, it resolved to submit the following for funding under the State's Local Government Innovation funding:

Item	Software	Upfront	Cost In-kind	Annual
1. Cross-border planning	Consultant	\$20,000	\$15,000	NIL
2. Agenda and Minute preparation	InfoCouncil	\$5,000		\$3,500
3. Online distribution of Agendas and Minutes	LGHub	\$5,600		\$4,600
4. Delegation and Policy Management		\$6,500		\$3,500
5. Human Capital Management		\$28,000		\$8,000
6. Project Management	LGSS	\$11,500		\$5,500
7. Risk Management		\$9,500		\$3,500
8. Online Dynamic Forms		\$14,500		\$5,500
9. Phone Tracking	PhoneControl	\$3,500		NIL
10. Electronic Document and Record Management System	HP Trim/Objective	\$12,425	\$30,000	\$12,425
11. Rates In-house debt collection	Debtrack	\$23,520*		\$6,000

\* Three years paid up front.

The Council has now been advised that it was unsuccessful in its application.

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**Items for Noting**

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**7.3 OUTSTANDING RATES AND DEBTORS BALANCES****AUTHOR:** Revenue Officer**STRATEGIC OUTCOME:** Good government**STRATEGIC OBJECTIVE:** 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting**FILE NO:** 25.138.1

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**REPORT:**

This report is a summary of outstanding Rates and Charges (Part 1) and Debtors (Part 2) as at 30 June, 2017, and how these balances compare to the previous year.

**Rates and Charges**

The final collection ratio for outstanding rates and charges has come in slightly improved from last year.

**The final collection ratio percentage of 95.96%** is the best result since water has been included in the end of year outstanding rates and debtors report, which began in the 2006/07 financial year.

The Council has a moral obligation to its community to ensure that all ratepayers pay their rates. That said, the Council also has an obligation to the less fortunate and to this end, it has continued use of the Hardship Policy which allows for some consideration of the special circumstances of qualifying ratepayers. This year we have received two applications for hardship relief and these have resulted in an amount of accrued interest being written off. The total amount written off for the 2016/17 financial year under this policy was \$172.56

Council has retained the services of Custom Collections with regards to debt collection. However, Council has adopted a more in-house collections procedure and has found this to have beneficial results.

**NOTING**

### Items for Noting

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In line with the Council's adopted collection policies and procedures a range of recovery techniques have been used throughout the 2016/17 year, such as:

1. personal meetings and phone calls with large outstanding ratepayers,
2. garnishing wages,
3. rental orders on properties, and
4. Statement of Claims, which, whilst not popular with the ratepayers concerned, has achieved satisfactory results.

The Council has also, on occasion, enforced warrants on ratepayers to appear at court hearings to consider payment of their outstanding rates. This is only used when all other options have not yielded a suitable repayment plan.

There are a number of factors contributing to the final positive debt ratio result, which include:

1. A more hands on approach to debt recovery by Revenue staff
2. A favourable season for the farming community during the 2016/17 cropping cycle
3. Increased In-house debt collection, resulting in less legal fees for outstanding rates and debtors customers

Please note the table below includes \$166,600.74 of outstanding, but not overdue, water consumption. This is because the fourth water consumption levy takes place late in the financial year and does not fall due for payment until July during the new financial year.

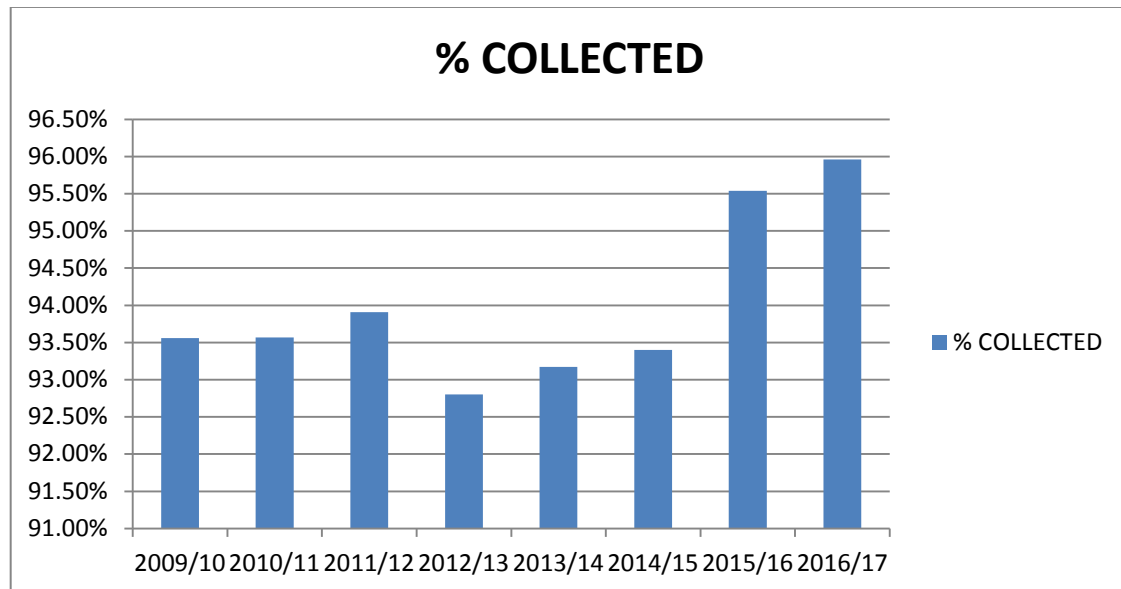
This has contributed an additional 1.70% to the outstanding rates and charges balance. This impacts on the collection ratio because revenue for this levy has been generated in 16/17 but will not be collected until the following year (17/18). However as this is an annual occurrence, it accurately reflects outstanding rates and charges as at 30 June 2017.

Items for Noting

The first table below is a summary of the amounts outstanding compared to the initial 2016/17 levy. The second table below shows the amounts outstanding from each instalment.

BY PAYMENT DUE DATE	Balances		Percentage outstanding	
	Original levy	30 June 2017		
<b>Arrears from prior levies</b>	\$358,824.38	\$99,871.28	27.83%	
<b>Instalment</b>	21 August 2016	\$2,273,353.99	\$18,226.60	0.80%
	30 November 2016	\$2,340,195.94	\$25,631.22	1.10%
	28 February 2017	\$2,355,772.65	\$49,950.09	2.12%
	31 May 2017	\$2,361,065.90	\$181,402.53	7.68%
<b>Water Consumption</b>	\$131,501.31	\$211,124.69	160.55%	
<b>Unallocated Receipts R &amp; W</b>	-\$28,477.90	-\$190,923.44		
<b>Totals</b>	<b>\$9,792,236.27</b>	<b>\$395,282.97</b>	<b>4.04%</b>	

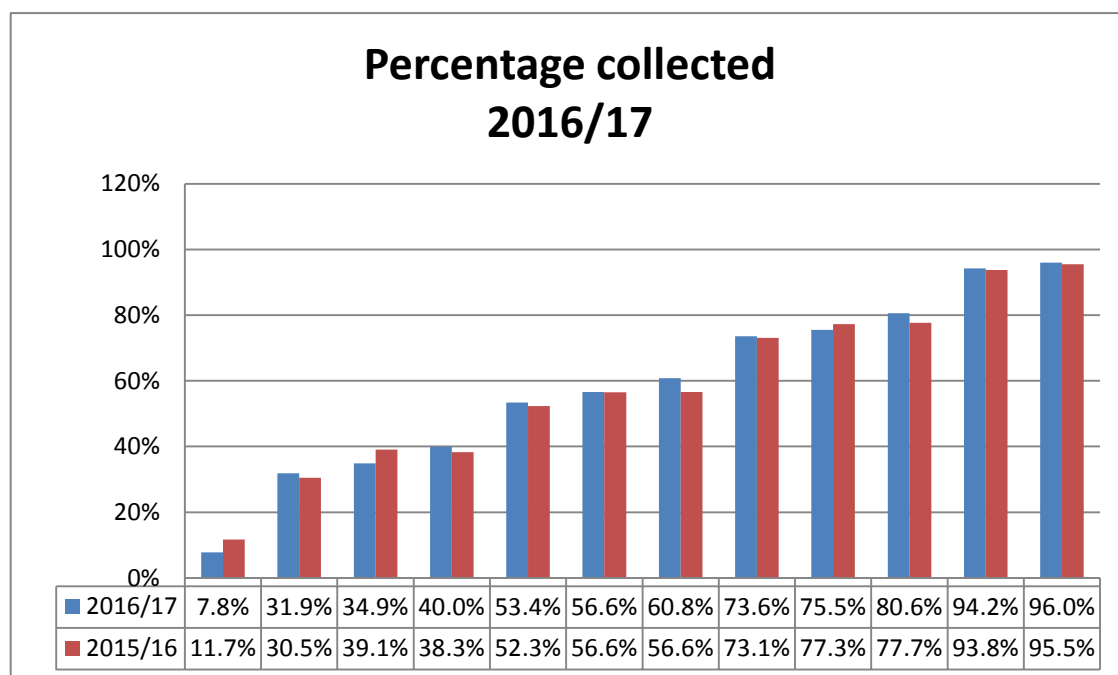
The chart below shows the percentage of levied rates collected for each levy since 2009/10. This chart shows an increasingly positive trend since the disappointing 2012/13 result.



The chart below shows the progress in revenue collection of the 2016/17 rates levy throughout the financial year.

NOTING

## Items for Noting

**Debtors**

Total outstanding debtors have more than tripled during the last 12 months, the outstanding amount was \$305,035 at June 30 2016 compared with \$1,031,126 at June in 2017. The table below shows a comparison of debtor types since 30 June 2012.

Please note also that these figures reflect balances prior to the completion of the annual accounts, and that other debtors maybe included in the preparation of Council's annual statements:-

DEBTOR CLASS	AT 30 JUNE					
	2012	2013	2014	2015	2016	2017
GENERAL	\$125,650	\$139,157	\$183,040	\$281,795	\$121,406	\$429,670
FOOD INSPECTION	\$0	\$0	\$2,523	\$2,477	\$73	\$403
HALF COST WORKS	\$87,219	\$60,484	\$86,459	\$59,877	\$53,795	\$114,507
S355 COMM. LOANS	\$35,000	\$35,916	\$70,946	\$148,316	\$78,970	\$59,239
SWIMMING POOLS	\$28,232	\$23,595	\$19,735	\$13,917	\$23,399	\$0
CEMETERY	\$431	\$4,184	\$51	\$2,595	\$1,372	\$348
GRANTS	\$35,000	\$2,959	\$19,600	\$51,174	\$21,822	\$337,462
STAFF	\$1,286	-\$270	-\$3,562	\$5,034	\$351	\$423
SUPERANNUATION	-\$377	-\$89	-\$1,906	-\$1,136	-\$480	-\$858
LAND SALES	\$0	-\$4,000	\$65,000	\$315,664	\$0	\$87,000
AERODROME	\$5,107	-\$15	\$4,225	\$3,768	\$3,709	\$2,933
<b>TOTAL</b>	<b>\$317,547</b>	<b>\$266,873</b>	<b>\$450,708</b>	<b>\$883,480</b>	<b>\$305,035</b>	<b>\$1,031,126</b>



**Items for Noting**

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The large increase in outstanding debtors has come about due almost entirely to the timing of Grants monies being received (\$337,462) and an increase in General debtors and the completion of a number of Half Cost schemes.

There are no significant concerns at this stage about any of the outstanding amounts and most should be paid throughout the financial year.

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## Items for Noting

## 7.4 DEVELOPMENT DETERMINATIONS FOR MONTH OF JULY 2017

**AUTHOR:** Executive Support Officer

**STRATEGIC OUTCOME:** Good government

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

**FILE NO:**

**REPORT:**

### APPLICATIONS DETERMINED FOR JULY

Application	Description	Property Location	Applicant	Owner	Status	Value	Days Taken	
130/17/DA/D2	2x Additional Retail Outlets/Shops	57-59 VERMONT STREET, BAROOGA NSW 3644 (Lot2//DP205743)	Mr Frank Bisogni	FRANK BISOGNI PTY. LTD.	Approved 06-07-2017	\$ 533760.00	<b>Active</b> 28	<b>Total</b> 28
135/17/DA/D9	5 Lot Subdivision	LEWIS CRESCENT, FINLEY NSW 2713 (Lot19//DP1097289)	Berrigan Shire Council	BERRIGAN SHIRE COUNCIL	Approved 20-07-2017	\$ 0.00	<b>Active</b> 27	<b>Total</b> 27
	Change of Use							
138/17/DA/DM	Transportable Dwellings to Backpackers Accommodation	646 FULLERS ROAD, FINLEY NSW 2713 (Lot1//DP587500)	Hall Shearing	MR DR HALL	Approved 19-07-2017	\$ 0.00	<b>Active</b> 24	<b>Total</b> 24
139/17/DA/D5	Pergola	12/70-76 MURRAY STREET, FINLEY NSW 2713 (Lot4//DP285395)	Mr Peter Ryan	MR P D RYAN	Approved 14-07-2017	\$ 9500.00	<b>Active</b> 11	<b>Total</b> 16
143/17/DA/D1	Dwelling & Attached Garage	25 PEPPERTREE ROAD, LALALTY NSW 3644 (Lot85//DP752287)	Diverse Builders	MR J P SOCHA & MRS M E SOCHA	Approved 04-07-2017	\$ 390707.00	<b>Active</b> 5	<b>Total</b> 5
144/17/DA/D5	Residential Storage Shed	19 BAROOGA ROAD, TOCUMWAL NSW 2714 (Lot5//DP1194758)	Francis Peter Kasch & Alfreda Lois Kasch	MR F P & MRS A L KASCH	Approved 13-07-2017	\$ 7575.00	<b>Active</b> 11	<b>Total</b> 11
146/17/DA/D5	Garden Shed	6 LA BELLE COURT, TOCUMWAL NSW 2714 (Lot11//DP1194758)	Mr Glenn Braybon	MR GR BRAYBON & MRS CE BRAYBON	Approved 13-07-2017	\$ 4000.00	<b>Active</b> 10	<b>Total</b> 10
1/18/DA/D1	BV Dwelling & Attached Garage	12 COLLIE STREET, BAROOGA NSW 3644 (Lot13//DP571683)	Mr Darrell Bowden	MR C E & MRS M W WATSON	Approved 13-07-2017	\$ 402000.00	<b>Active</b> 6	<b>Total</b> 6
2/18/DA/D5	Residential Storage Shed	22-26 TONGS STREET, FINLEY NSW 2713 (Lot6//DP703770)	Mr Paul Dundon	MR PA & MRS LN DUNDON	Approved 18-07-2017	\$ 5000.00	<b>Active</b> 9	<b>Total</b> 9

NOTING

## Items for Noting

3/18/DA/D1	BV Dwelling & Attached Garage	1 LA BELLE COURT, TOCUMWAL NSW 2714 (Lot1//DP1194758)	Lewis Homes	MS R E STEWARD	Approved 14-07-2017	\$ 337170.00	Active 7	Total 7
1/18/CD/M1	BV Dwelling & Attached Garage	2 GYPSIE CRESCENT, BAROOGA NSW 3644 (Lot51//DP1110847)	Simonds Homes	MR G VUCINIC	Approved 17-07-2017	\$ 275310.00	Active 8	Total 8
4/18/DA/D5	Carpport	52 MCALLISTER STREET, FINLEY NSW 2713 (Lot D//DP102910)	Ms Kaye Sutton	MS K M SUTTON	Approved 14-07-2017	\$ 5000.00	Active 5	Total 5
5/18/DA/D5	Residential Storage Shed	139 CHANTER STREET, BERRIGAN NSW 2712 (Lot55/B//DP2425)	Totalspan Cobram	MRS E A RENDELL	Approved 18-07-2017	\$ 48606.00	Active 5	Total 5
8/18/DA/D5	Storage Shed	6 BELINDA COURT, TOCUMWAL NSW 2714 (Lot12//DP270154)	Mr Rodney Cousin	MR I C & MRS J R COUSIN	Approved 24-07-2017	\$ 41000.00	Active 7	Total 7
12/18/DA/D7	Inground Fibreglass Swimming Pool	24-26 BRIDGE STREET, TOCUMWAL NSW 2714 (Lot6/35//DP758981)	J & H Pools	MR T C & MRS K A BRIERLEY	Approved 26-07-2017	\$ 19500.00	Active 6	Total 6
2/18/CD/M5	Inground Fibreglass Swimming Pool	4 NUGGET FULLER DRIVE, TOCUMWAL NSW 2714 (Lot117//DP1070311)	Poolside Cobram	MS M A FERGEUS	Approved 21-07-2017	\$ 45500.00	Active 3	Total 3
14/18/DA/D5	Residential Storage Shed	6 AVA COURT, TOCUMWAL NSW 2714 (Lot21//DP270154)	Mr Rob & Mrs Helen McNamara	MR R N & MRS H E MCNAMARA	Approved 28-07-2017	\$ 12290.00	Active 6	Total 6

APPLICATIONS PENDING DETERMINATION AS AT 9/08/2017

Application No.	Date Lodged	Description	Property Location
16/18/DA/D5	25-07-2017	Residential Storage Shed	109 JERILDERIE STREET, BERRIGAN NSW 2712 (Lot 19/X//DP3041)
17/18/DA/D5	31-07-2017	Residential Storage Shed	8 RIVERVIEW COURT, BAROOGA NSW 3644 (Lot 8//DP1150036)
18/18/DA/D1	01-08-2017	BV Dwelling & Attached Garage & Residential Storage Shed	20 RILEY COURT, TOCUMWAL NSW 2714 (Lot 54//DP1054776)
19/18/DA/D5	03-08-2017	Residential Storage Shed	8 PINWOOD LANE, TOCUMWAL NSW 2714 (Lot 17//DP285573)

### Items for Noting

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

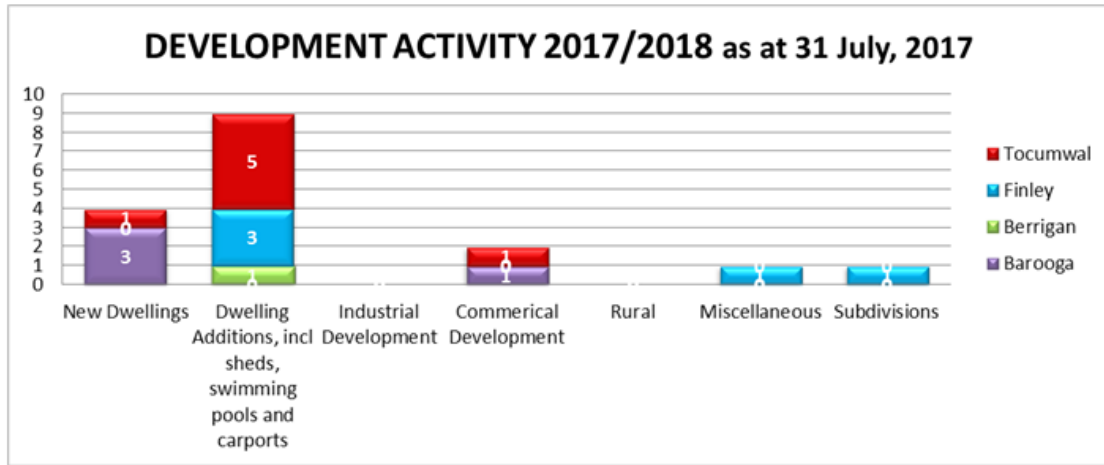
	This Month (July)	Year to Date	This Month's Value	Year to Date Value
<i>Development Applications (DA)</i>	15	15	\$1,816,108	\$1,816,108
<i>Construction Certificates (CC)</i>	12	12	\$1,152,742	\$1,152,742
<i>Complying Development Certificates (CDC)</i>	2	2	\$320,810	\$320,810
<i>Local Activity (s.68)</i>	5	5	0	0

#### OTHER CERTIFICATES ISSUED FOR JULY

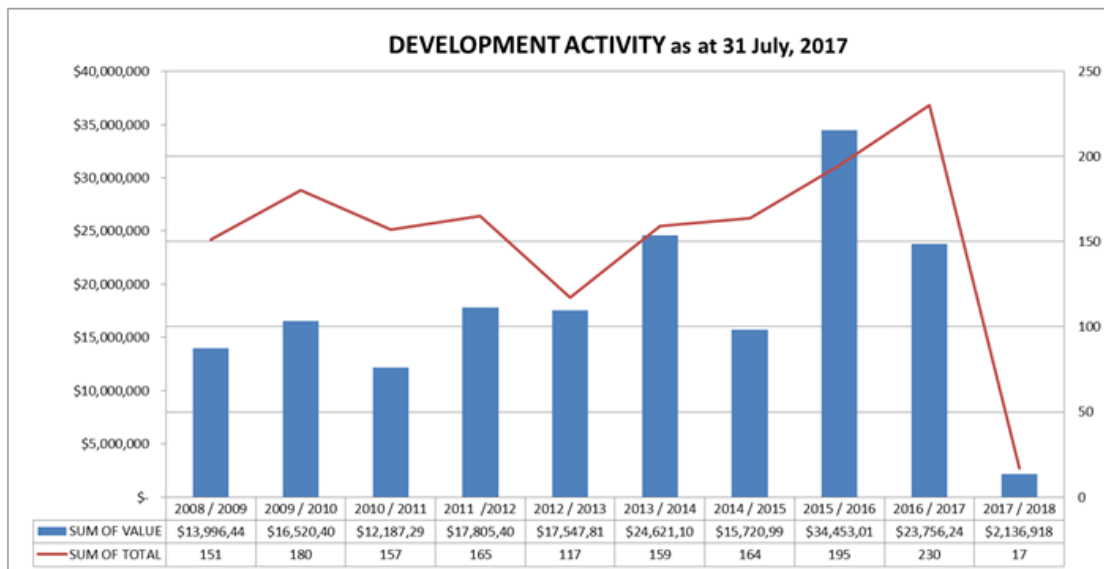
	149(2) Planning Certificate		149(5) Certificate		735A Certificate Outstanding Notices or Orders under LG Act 1993		121zp Certificate Outstanding Notices or Orders under EP&A Act 1979		149(D) Building Certificate		Swimming Pool Certificate	
	July	Year Total	July	Year Total	July	Year Total	July	Year Total	July	Year Total	July	Year Total
BAROOGA	11	11	0	0	1	1	0	0	0	0	0	0
BERRIGAN	3	3	0	0	0	0	0	0	0	0	0	0
FINLEY	10	10	5	5	4	4	1	1	0	0	1	1
TOCUMWAL	10	10	0	0	0	0	0	0	1	1	1	1
TOTAL	34	34	5	5	5	5	1	1	1	1	2	2

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Items for Noting



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Committee meeting reports

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**8.1 MINUTES OF THE CORPORATE SERVICES COMMITTEE MEETING**

**RECOMMENDATION** – that recommendation number 1 inclusive of the Corporate Services Committee Meeting held on 2<sup>nd</sup> August, 2017 be adopted.

**5. AUSTRALIAN PRIMARY SCHOOLS NATIONAL CRICKET CHAMPIONSHIPS**

**AUTHOR:** Strategic & Social Planning Coordinator

**STRATEGIC OUTCOME:** Diverse and resilient business

**STRATEGIC OBJECTIVE:** 4.2 Diversify and promote local tourism

**FILE NO:**

**RECOMMENDATION NO. 1** - that the Council, further to Mr Michael O'Dwyer's of Barooga Sporties presentation to Council at its Committee Meeting held 2<sup>nd</sup> August 2017,

1. Allocate up to \$20,000 to be drawn from its Economic Development Tourism and Event Budgets for the express purpose of reimbursing approved costs incurred by Australian Primary Schools National Cricket Championship volunteers and facility upgrades.
2. Facilitate and support the project proponent's subsequent development of the detail of this proposal.
3. Facilitate and support the project proponent's liaison with Destination NSW.

## Committee meeting reports

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**8.2 MINUTES OF THE TECHNICAL SERVICES COMMITTEE MEETING**

**RECOMMENDATION** – that recommendation numbered 1 to 3 inclusive of the Technical Services Committee Meeting held on 2<sup>nd</sup> August, 2017 be adopted.

**5. REQUEST FOR UPGRADE OF BRUNKER STREET, BERRIGAN**

**AUTHOR:** Engineering Services Manager

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

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

**FILE NO:**

**RECOMMENDATION NO. 1** - that Council complete the upgrade of the written unsealed section of Brunker Street, Berrigan at an estimated cost of \$97,000 subject to 25% contribution by Croker Grain and that the driveway accesses be upgraded by Croker Grain to the same standard.

**6. FINLEY PEDESTRIAN CROSSING**

**AUTHOR:** Engineering Services Manager

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

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

**FILE NO:** 28.101.1

**RECOMMENDATION NO.** - that Council accepts Roads and Maritime Services (RMS) proposal of upgrading the pedestrian crossing in Murray Street, Finley by the installation of a wombat crossing and upgraded signage.

Committee meeting reports

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**7. ABORIGINAL LAND CLAIMS**

**AUTHOR:** Development Manager

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

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

**FILE NO:**

**RECOMMENDATION NO. 3** - that Council respond to the Aboriginal Land Claims Investigation Unit indicating that it would be in Councils interest to retain control of the identified parcels of land the subject of the Aboriginal Land Claims as they either have a lawful use or occupation and/or are needed for an essential public purpose.

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Items requiring Council Resolution

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9. MAYOR'S REPORT

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

RESOLUTION

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

RESOLUTION