



ORDINARY MEETING OF COUNCIL

Wednesday 15 April 2020

at 11:00am

Council Chambers

56 Chanter Street, Berrigan



Agenda

The Ordinary Meeting of the Council of the Shire of Berrigan will be held in the **Council Chambers**, Berrigan, on **Wednesday 15th April, 2020** when the following business will be submitted:-

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

ROWAN PERKINS
GENERAL MANAGER



Council Meeting

Wednesday 15th April, 2020

BUSINESS PAPER

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

1. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

2. DECLARATION OF ITEMS OF PECUNIARY OR OTHER INTERESTS

3. VISITORS
Nil

4. CONFIRMATION OF MINUTES

RECOMMENDATION: that the Minutes of the extraordinary meeting held in the Council Chambers on Wednesday 4th March, 2020 and the Minutes of the ordinary meeting held on Wednesday 18th March, 2020 be confirmed.

5. MAYORAL MINUTES
Nil

6. NOTICE OF MOTION
Nil

7.1 FINANCE - ACCOUNTS

AUTHOR: Finance Manager

STRATEGIC OUTCOME: Good government

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

FILE NO: 12.066.1

RECOMMENDATION: that the Financial Statement, Bank Reconciliation Certificate and Petty Cash Book made up to 31 March 2020, be received and that the accounts paid as per Warrant No. 03/20 totaling \$2,192,079.17 be confirmed.

REPORT:

- a) A Financial Statement covering all funds of the Council indicating the Bank Balances as at 31 March 2020 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 March 2020.
- c) The Finance Manager certifies the Accounts, including the Petty Cash Book made up to 31 March 2020, totaling \$2,192,079.17 and will be submitted for confirmation of payment as per Warrant No. 03/20.
- 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) There was a small decrease in cash and investments in March 2020, as compared to February 2020. However, the pattern of income and expenditure is in line with the same period last year and total funds have increased by \$2.2M in the last 12 months. The drawdown of the \$1M loan for the Lewis Crescent/Railway Park Project was delayed and Council now expects that this will be drawn down in April.

Statement of Bank Balances as at 31 MARCH 2020

Bank Account Reconciliation

Cash book balance as at 1 MARCH 2020	\$ 8,000,831.13
Receipts for MARCH 2020	\$ 2,083,028.32
Term Deposits Credited Back	\$ -
	<u>\$ 10,083,859.45</u>
<i>Less Payments Statement No 03/20</i>	
No Chq Payments	\$ -
Electronic Funds Transfer (EFT) payroll	\$ 563,831.38
Electronic Funds Transfer (EFT) Creditors E033978-E034180	\$ 1,604,156.79
Term Deposits Invested	\$ -
Loan repayments, bank charges, etc	\$ 24,091.00
Total Payments for MARCH 2020	<u>\$ 2,192,079.17</u>
Cash Book Balance as at 31 MARCH 2020	<u>\$ 7,891,780.28</u>
<i>Bank Statements as at 31 MARCH 2020</i>	\$ 7,891,780.28
Plus Outstanding Deposits	\$ -
Less Outstanding Cheques/Payments	\$ -
Reconciliation Balance as at 31 MARCH 2020	<u>\$ 7,891,780.28</u>

INVESTMENT REGISTER

INSTITUTION	DEPOSIT NO.	TERM (days)	RATE	MATURITY DATE	INSTITUTION TOTAL	S&P RATING
AMP	133/17	181	**1.90%	26/05/2020	\$ 1,000,000.00	BBB+
AMP	125/16	182	**1.90%	3/06/2020	\$ 2,000,000.00	BBB+
AMP	136/18	365	**1.60%	17/10/2020	\$ 2,000,000.00	BBB+
AMP	144/19	365	**1.80%	23/03/2021	\$ 2,000,000.00	BBB+
Goulburn Murray Credit Union	124/16	365	2.65%	13/05/2020	\$ 2,000,000.00	UNRATED
Bendigo Bank	141/18	364	*1.45%	11/09/2020	\$ 2,000,000.00	BBB+
Bendigo Bank	142/18	365	*1.60%	25/09/2020	\$ 2,000,000.00	BBB+
Central Murray Credit Union	126/16	365	1.85%	30/08/2020	\$ 2,000,000.00	UNRATED
Defence Bank Limited	102/14	364	2.75%	3/04/2020	\$ 2,000,000.00	BBB
Defence Bank Limited	106/14	365	2.05%	29/08/2020	\$ 2,000,000.00	BBB
Defence Bank Limited	146/19	365	1.70%	30/08/2020	\$ 2,000,000.00	BBB
Defence Bank Limited	138/18	365	1.70%	10/01/2021	\$ 2,000,000.00	BBB
G&C Mutual Bank	145/19	364	2.63%	6/04/2020	\$ 2,000,000.00	BBB-
NAB	143/18	365	1.45%	19/11/2020	\$ 2,000,000.00	AA-
					<u>\$ 27,000,000.00</u>	

Total Funds Held at 31 MARCH 2020

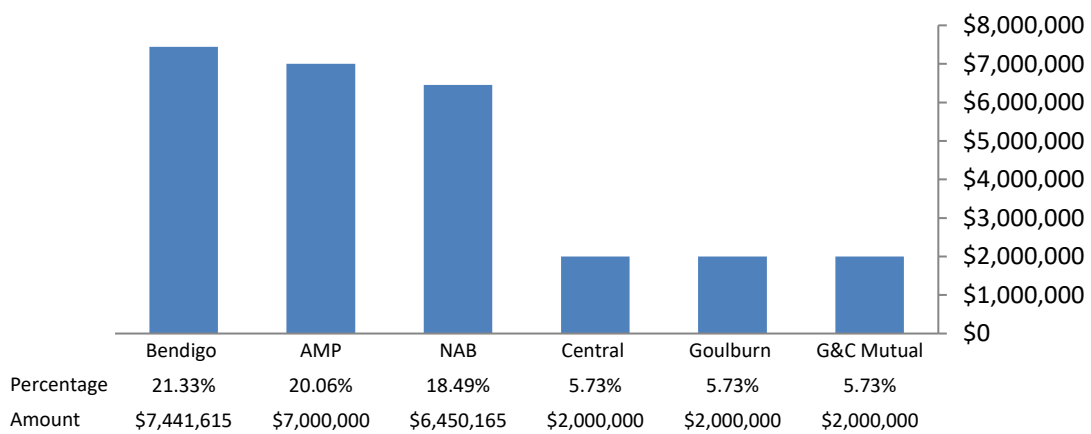
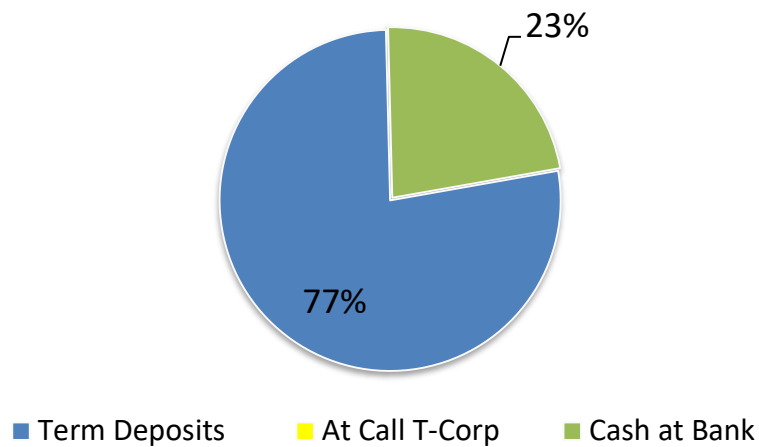
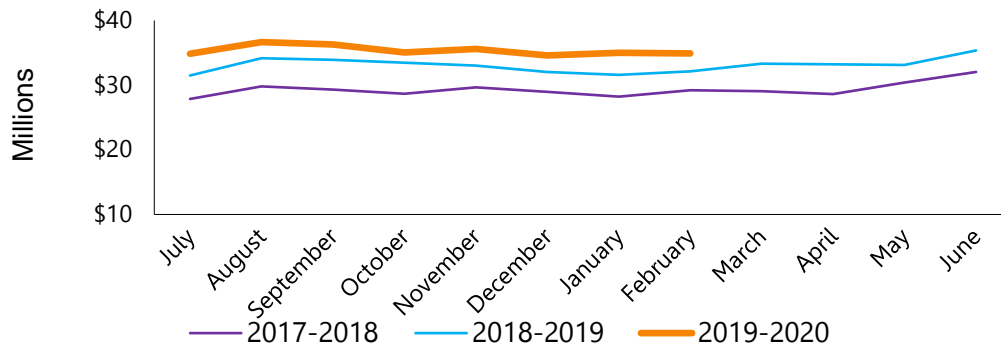
\$34,891,780.28

Matthew Hansen - Director Corporate Services

*The Council also receives an additional 0.25% commission

**The Council also receives an additional 0.20% commission

Total Cash and Investments



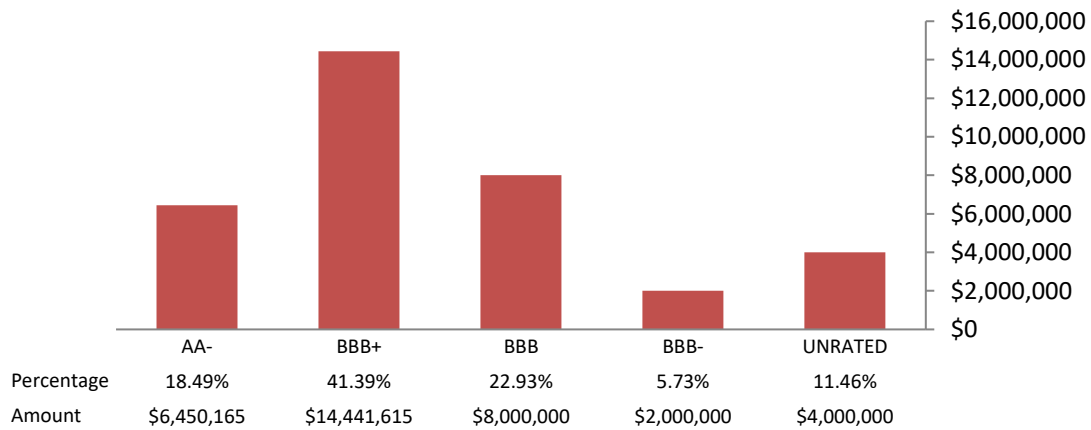
Term Deposits Credited Back

Prior Financial Institution	Term (Days)	Amount	Interest Rate	Maturity Date	S&P Rating
AMP (IMPERIUM)	182	\$ 2,000,000.00	**1.75%	23/03/2020	BBB+

Term Deposits Invested / Reinvested

Current Financial Institution	Term (Days)	Amount	Interest Rate	Maturity Date	S&P Rating
AMP (IMPERIUM)	365	\$ 2,000,000.00	**1.80%	23/03/2021	BBB+

**The Council also receives an additional 0.20% commission



7.2 TOWN BEACH GREY WATER

AUTHOR: Director Technical Services

STRATEGIC OUTCOME: Sustainable natural and built landscapes

STRATEGIC OBJECTIVE: 1.3 Connect and protect our communities

FILE NO: 29.101.10

RECOMMENDATION: To be determined by the Council

REPORT:

It has identified that there is a need for the installation of a sewer system at Town Beach, Tocumwal to collect the grey water discharged by campers.

Currently Campers are discharging grey water onto the beach.

The estimated cost of the required sewer system is \$125,000 exclusive of GST.

The works will incorporate grey water discharge points at camping points that have access to town water, installation of a gravity main, installation of a new pump well that is sufficiently deep enough to allow capture the waste water via gravity.

The Council will need to determine how this project is funded: by council funds, by foreshore funds or a combination.

It is understood that the Tocumwal Foreshore Committee of Management may be prepared to contribute 50% of the cost.

7.3 ASSET MANAGEMENT POLICY

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: 4.12.1

RECOMMENDATION: That the Council:

1. Revoke its existing Asset Management Policy
2. Adopts the Asset Management Policy set out below:



Policy

70 ASSET MANAGEMENT POLICY

Version 02

Strategic Outcome: Good government

Date of Adoption: 15/04/2020

Date for Review: 17/04/2024

Responsible Officer: Director Technical Services

1.0 Purpose

To set guidelines for implementing consistent asset management processes throughout Berrigan Shire Council.

2.0 Objective

To ensure adequate provision is made for the long-term management and replacement of major technical and physical assets, (including land and property) by:

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
- Establishing processes that integrate asset management, asset accounting, and community strategic planning with Council corporate and long-term financial planning.
- Creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining asset management awareness throughout the Council.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

3.0 Scope

This policy applies to all Council activities.

4.0 Policy

4.1 Background



Policy

- 4.1.1 Council is committed to implementing a systematic core approach to asset management. The elements of this approach prescribed in the *International Infrastructure Manual* include:
- Best available information and random condition/performance sampling
 - A simple risk assessment to identify critical assets
 - Long term cash flow predictions for asset maintenance, rehabilitation and replacement, based on local knowledge of assets and options for meeting current levels of service.
 - Improvement and transition over time, within Council resources, toward the development of advanced asset management plans.
- 4.1.2 Council's asset management plans are characterised by:
- Systematic monitoring and analysis of the physical condition of all assets
 - The integration of asset management with corporate risk management processes
 - Adoption by Council of levels of service developed after consultation with the community and with explicit links to the Community Strategic Plan and Council's Resourcing Strategy
 - An improvement program that includes performance indicators that report upon:
 - Environmental sustainability of the assets performance;
 - Examination of asset utilization rates where processes and methods are readily available and warranted;
 - Examination of complaints/requests against identified service levels for the class and type of asset
- 4.1.3 The replacement value of Council assets (2019) was approximately \$344,217,000. Council assets are used for the core business of Council: the delivery of service to the community.
- 4.1.4 Asset management practices impact directly on the core business of Council and appropriate asset management is required to achieve Council's 4 year Delivery Program and Community Strategic Plan objectives.
- 4.1.5 A strategic approach to asset management will ensure that the Council delivers the highest appropriate level of service through its assets. This will provide positive impact on;
- Members of the public and staff;
 - Council's financial position;
 - The ability of Council to deliver the expected level of service and infrastructure;



Policy

- o The political environment in which Council operates; and
- o The legal liabilities of Council.

4.2 Principles

- 4.2.1 A consistent Asset Management Strategy must exist for implementing systematic asset management and appropriate asset management best-practice throughout all Departments of Council.
- 4.2.2 All relevant legislative requirements together with political, social and economic environments are to be taken into account in asset management.
- 4.2.3 Asset management and risk management principles will be integrated within existing planning and operational processes.
- 4.2.4 An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.
- 4.2.5 Asset renewals required to meet agreed service levels and identified in infrastructure, asset management plans and long term financial plans will, within the reasonable limits of Council's available budget, be funded in the annual budget estimates.
- 4.2.6 Systematic and cyclic reviews will be applied to all asset classes to ensure that the assets continue to support Council strategic planning and operations.
- 4.2.7 Systematic and cyclic reviews will be applied to all asset classes to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards for asset management and accounting.
- 4.2.8 Future life cycle costs and asset management plans reviews will be considered in all decisions relating to new services and assets, and or the upgrading and re-development of existing services and assets.
- 4.2.9 Future service levels, asset rehabilitation also the identification of assets for disposal, will be determined in the first instance by staff and where necessary or significant changes are recommended the Council's staff decision-making will be informed by consultation with user groups and the broader community.

5.0 Legislation

- Local Government Act 1993
- Relevant Australian Accounting Standards
- Relevant Office of Local Government Circulars
- Berrigan Shire Council Asset Accounting Policy

REPORT:

The Council as part of its review of its suite of Integrated Plans is required to review its Asset Management Strategy, a strategy that is informed by the Council's Asset Management Policy.

Included in this review of the Council's Asset Management Policy is a reference to the Council's Asset Accounting Policy adopted by the Council on 19 July 2019.

7.4 2020-21 DRAFT CAPITAL WORKS BUDGET

AUTHOR: Director Technical Services

STRATEGIC OUTCOME: Good government

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

FILE NO: 04.121.4

RECOMMENDATION: That the Council adopt the 2020-21 Capital Works Program attached as **Appendix "A"** as a draft for inclusion in its draft 2020-2021 Operational Plan

REPORT:

At its ordinary meeting on 20 November 2019 the Council adopted its proposed timetable for review of its suite Integrated Plans for 2020/21. In line with this timetable, please find attached as **Appendix "A"** a copy of the draft 2020/2021 Capital Works program.

This draft program is based on the 2019/20 program with adjustments based on changes in priorities identified by the Council and Council staff, funding requests from Council and other stakeholders and informed by the Capital Works tour held in December.

7.5 CODE OF MEETING PRACTICE

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Good government

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

FILE NO: 13.044.1

RECOMMENDATION: That the Council:

1. adopt the Berrigan Shire Code of Meeting Practice attached as **Appendix "B"**, as amended, as a draft, and
2. place the draft Code of Meeting Practice on public display until 20 May 2020, and
3. receive comments from the public on the draft Code of Meeting Practice until 3 June 2020

REPORT:

The Office of Local Government (OLG) released last month a *Guide to Webcasting Council and Committee Meetings* (the Guide). The Guide provides Councils with clarification on the requirement to webcast their meetings as well as technical advice on how to effectively webcast meetings.

A copy of the Guide can be found at **Appendix "C"**

There are two matters raised in the Guide that will require Council attention.

1. OLG has recommended that the disclaimer read by the Mayor at the start of each meeting should be more comprehensive than the one used by Council to date.

Suggested wording is set out below:

- *This meeting is being recorded and will be made available on Council's website for a period of 12 months and retained as a Council record.*
- *Attendance at this meeting is to be taken as consent to attendees voices being webcast.*
- *All speakers should refrain from making any defamatory comments or releasing any personal information about another individual without their consent.*
- *The Council accepts no liability for any damage that may result from defamatory comments made by persons attending this meeting. All liability will rest with the individuals who made the comments.*

- *Individuals acting in a disorderly manner may be asked by the Chairperson to leave the meeting under the Council's code of meeting practice.*
- *This meeting must not be recorded by others without the written consent of the Council in accordance with the Council's code of meeting practice.*

2. The Guide recommends that the Council host a recording of the webcast of each meeting on its website for a minimum of 12 months. The report states:

This is the minimum period required to ensure appropriate community scrutiny of council and committee deliberations and decision making

Clause 5.22 of the Council's current Code of Meeting Practice allows for the recording to be hosted on the Council website for *"the greater of 28 days or until the minutes of the meeting have been confirmed by the Council"*

To bring the Council's Code of Meeting Practice in line with the Guide, the Council will need to:

- adopt a new draft Code with the required change,
- exhibit a draft of the code of meeting practice for at least 28 days, and
- provide members of the community at least 42 days in which to comment on the draft Code.

A proposed draft Code of Meeting Practice with a revised clause 5.22 is attached as **Appendix "B"**

The revised clause is as follows:

A recording of each meeting of the council and committee of the council is to be retained on the council's website for at least 12 months from the date of the meeting. Recordings of meetings may be disposed of in accordance with the State Records Act 1998.

If the Council adopts this draft Code at the April meeting and places it on public exhibition, it could formally adopt the Code at its meeting on 17 June 2020.

7.6 LOAN - ANZ BANKING GROUP

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: 12.024.1 MQ12-19-20

RECOMMENDATION: That the Council accept the loan from Australia and New Zealand Banking Group Limited (ANZ) for an amount of \$1,000,000.00 on a fixed term of 10 years and sign and seal all loan documents.

REPORT:

In its 2019/20 Operational Plan, the Council stated its intent to borrow \$1,000,000 to fund the development of 14 housing lots in the Lewis Crescent, Finley subdivision and to develop associated open space including Railway Park.

In February/March 2020, the Council sought quotes from invited financial institutions to provide this loan. Management selected a proposal from the Australia and New Zealand Banking Group Limited (ANZ) for a ten-year fixed loan as its preferred option.

Before the funds from the loan are drawn down, the loan agreement needs to be executed under the Council's seal.

A copy of the loan agreement is attached as **Appendix "D"**

7.7 COUNCILLORS AND OFFICERS LIABILITY

AUTHOR: Enterprise Risk Manager

STRATEGIC OUTCOME: Good government

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

FILE NO: 27.034.1

RECOMMENDATION: that the Councillors individually answer the following questions:

1. Has there been or is there now pending against any Councillor or officer of the council or its Subsidiary Companies or against any outside director a Claim against them in their capacity as such? Yes No
If 'Yes', provide full details:
2. Is any Councillor or officer after enquiry, aware of any circumstances which might give rise to a Claim, including but not limited to any act, error, omission, misrepresentation, breach of duty or misconduct? Yes No
If 'Yes', provide full details:
3. Is any Councillor or officer after enquiry, aware of any circumstances which might give rise to a prosecution proceeding, under any Work Health & Safety Act, any Environmental Protection Legislation, or any other similar Act or Legislation? Yes No
If 'Yes', provide full details:
4. Is any Councillor or officer after enquiry, aware of any facts or circumstances which might affect the ability of the Council or its Subsidiary Companies to meet its debts as and when they fall due? Yes No
If 'Yes', provide full details:

REPORT:

The Council's *Councillors and Officers Liability Policy* will expire on 30 June 2020.

The administrators of Statewide Mutual, Jardine Lloyd Thompson, has asked the Council to answer several questions that will help them in negotiating terms with insurers for the renewal of this Policy.

The questions asked in the recommendation specifically require answers from individual Councillors and are selected from a larger group of questions which require detailed answers from the Council.

7.8 BERRIGAN SHIRE OFFICIAL VISITORS GUIDE (OVG)

AUTHOR: Economic & Industry Development Liaison

STRATEGIC OUTCOME: Diverse and resilient business

STRATEGIC OBJECTIVE: 4.2 Diversify and promote local tourism

FILE NO: 08.160.2

RECOMMENDATION: That the 2020 Berrigan Shire Official Visitor Guide be printed without advertising support from local businesses.

REPORT:

The Council is the project manager in the production of the 2020 Official Visitor Guide for Berrigan Shire. The production of the Visitor Guide is informed by:

- an industry survey – did they believe we need a visitor guide and if so in what format?
- an end user survey – do visitors use a visitor guide and if so when and where do they pick it up and what information is sought? What format do you prefer?
- and a local focus group forum – what do you like in a visitor guide, what local information is important and could the group of 13 agree on a front cover image?

The timeline for the production of the guide was:

10 December 2019	Call for tenders – Design and print, Copywriter and Illustrator
23 January 2020	Tenders close
25 January 2020	Successful tenders notified, design & print, copywriters & illustrator
5 February 2020	Advertising sales commence
31 March 2020	Advertising sales close
27 April 2020	All material to designers
30 June 2020	Brochure delivered

All milestones were being met with advertising sales progressing well until the 19th March 2020 when a number of advertising bookings were cancelled due to business uncertainty caused by the national response to COVID-19. The ability to sell the advertising space in face to face appointments also ceased on the 19th March, 2020.

The illustrator has visited the region and has completed all rough sketches for the front cover and the double page spread map. The copywriters have conducted interviews for the *Local Legends* section of the brochure. The visitor guide can be completed without any need for face to face contact with the design team.

At this time, we don't know which tourism businesses will be able to resume normal business activity once the COVID-19 crisis begins to subside and therefore a brochure carrying advertising could be out of date before it is published. Conversely, it would be advantageous to have a new publication ready for the marketplace when visitors begin to return to the region.

To produce the visitor guide without advertising will have little if any effect on the proposed budget for the overall production as the planned new photography will not be completed or paid for and there will be a reduction in design and print costs as there will be no charge for advertising layout.

Original Budget	New Budget
Copywriting - \$6000	Copywriting - \$6000
Illustration - \$4000	Illustration - \$4000
Photography - \$4000	Photography - \$0
Design and print - \$14000	Design and print - \$10000 (Approx.)
Less advertising - \$8000 (Approx.)	
Total \$ 20,000	Total - \$20,000

7.9 DEBT MANAGEMENT AND HARDSHIP POLICY

AUTHOR: General Manager

STRATEGIC OUTCOME: Supported and engaged communities

STRATEGIC OBJECTIVE: 3.1 Create safe, friendly and accessible communities

FILE NO: 12.049.1

RECOMMENDATION: that the Council note the continued application of its Debt Management and Hardship policy

REPORT:

As Councillors may be aware the present COVID-19 pandemic is creating significant social and economic throughout the world and, of course, Berrigan Shire Council.

While the direct impact of COVID-19 on the local community, in a health sense, has been limited the roll out of the social isolation measures if having a significant impact on both businesses, community organisations and individuals. Business wind downs and job losses or stand downs are significant.

The above situation is exacerbated by the unknown of the future and what this holds and what timeframes apply.

The Commonwealth and States are doing what they can to balance the health, social and economic impacts of the pandemic and the response from them is unprecedented.

The Council's direct response to date has largely been around implementation of Health Orders and doing what it can internally to secure its essential operations and manage its workforce to best maintain these into the future.

When the implementation of the Health Orders commenced it created significant economic impacts for the community particularly amongst the tourism and hospitality sectors and its owners and employees.

This initial responses created a high level of nervousness from those parties which now abated by a significant margin due to Commonwealth support packages.

Despite the above, and noting the level of abatement, there are still some businesses and individuals that are experiencing, at least short term financial difficulty.

Given the above, there is a question about what role the Council has to play in the situation and what, in fact, is its role in this situation?

Apart from the obvious roles of providing essential services, responding to Health Orders as they apply to it and being a responsible employer, the Council, as a service

provider, places financial imposts on residents and businesses to deliver those essential and desirable services through the application of rates and charges.

In terms of rates and associated charges (as distinct from user charges) the Council has a "Debt Management and Hardship" policy which is circulated with this agenda as **Appendix "E"**

The policy basically sets out a framework for managing ratepayer hardship within the confines of the Local Government Act and observes the legal restrictions related to writing off or waiving debt.

The policy relies upon individual dealings and this is still considered appropriate given that hardship is an individual issue and not a community wide issue.

In the present circumstances the Council's existing policy is still considered to be effective within the limits applied by the Local Government Act.

7.10 DAWE AVENUE FOOTPATH

AUTHOR: Director Technical Services

STRATEGIC OUTCOME: Sustainable natural and built landscapes

STRATEGIC OBJECTIVE: 1.3 Connect and protect our communities

FILE NO: 28.167.3

RECOMMENDATION: That the Council reject the counter offer of land from Murrumbidgee Local Health District in response to the request for financial contribution towards the installation of a footpath on Dawe Avenue, Finley and either:

- Defer the project until such time as Murrumbidgee Local Health District commit to making a financial contribution to the footpath

OR

- The Council proceed with the installation of the footpath without contribution from Murrumbidgee Local Health District

REPORT:

A letter was sent from the Director Technical Services to Murrumbidgee Local Health District requesting 50% contribution for the installation of a footpath on Dawe Avenue, Finley for the 20-21 financial year for the segment running adjacent to the property owned by the hospital.

Murrumbidgee Local Health District has responded with a counter offer of land and further indicating that they did not have budget available to make the contribution.

The Murrumbidgee Local Health District cannot be legally required to make a contribution to the scheme, however where there is a benefit to a State agency they often make an ex gratia contribution.

There is no value to the Council in the counter offer for this installation of footpath and therefore it is recommended that the counter offer is rejected.

The Council may choose to construct the footpath regardless of receiving a financial contribution from Murrumbidgee Local Health District or choose to defer the project until such time as Murrumbidgee Local Health District commit to making a financial contribution to the project.

Please see attached correspondence with Murrumbidgee Local Health District attached in **Appendix "F"**

7.11 WATER CONSUMPTION CHARGE TO BE WRITTEN OFF BY ORDER OF THE 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 endorse the writing off the following debts:

1. Write Off the incorrectly levied Water Consumption Notice of \$40,546.00 issued to BMG Resources Limited, Boral Property Group, 123-127 Howe Street, Finley

REPORT:

Council Policy allows that various circumstances under which either the General Manager or the Council can endorse the writing off of debts to the Council, either by written order (General Manager) and/or resolution (of the Council). The amount to be written off is in excess of \$2,000.00, therefore out with the scope of the General Manger and should be made by resolution of the Council.

On Thursday 26th March 2020, the Water Officer brought to my attention an issue with the reading taken from water meter BAD00012. The meter was read electronically on Tuesday 4th February, 2020 the reading being 5,482 (usage 81730kl). The previous reading was 23,752. The Council's system calculated that the meter had turned over and started again.

This resulted in a water consumption notice being incorrectly issued for \$40,865.00.

The Water Officer advised that the issue was due to the cyble dismounting and not being able to be reattached correctly.

Due to an oversight the meter was not manually read as normal. The Water Officer on identifying the issue, advised that the correct reading should have been 24,390 (usage 638kl). A new water consumption notice is to be issued with the correct charge of \$319.00.

7.12 PROPOSED FEES AND CHARGES – 2020/21

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: 08.078.1

RECOMMENDATION: That the Council refer the draft Register of Fees and Charges for inclusion in the draft 2021/21 Operational Plan

REPORT:

Attached as **Appendix “G”** please find attached the Council’s proposed Register of Fees and Charges for 2020/21 This Register is proposed for inclusion in the Council’s 2020/21 Operational Plan.

In setting these draft Fees and Charges, Council staff have been guided by the Council’s [User Fees and Charges policy](#). This policy states:

*Where legally possible, the Council intends to charge users for the provision of **all** goods and services that it provides.*

As a general rule the Council will set its fees and charges at a rate to generate the maximum amount of revenue possible to offset the cost burden of the provision of services borne by other sources of revenue such as rates and untied grants.

*Therefore, the Council will **at a minimum seek to recover the full cost of service provision** from its customers and clients. This general principle will only be modified where the other specific fee and charge setting principles apply,*

Every fee or charge set by the Council is based on a clear fee setting rationale. This rationale will be shown for each fee in the Fees and Charges Register.

The rationales applicable are as follows:

- **(A) Statute Limited** – Priced at the figure stipulated by law as applicable to this activity
- **(B) Cost Recovery** – Priced so as to return full cost recovery for the activities provided
- **(C) Commercial Basis** – Priced to cover the cost of the item plus a commercial mark-up

- **(D) Community Service Obligation** – Priced at below the cost of providing this activity as provision of the activity meets a social or economic objective of the Council.

As a general rule, most fees and charges for items where the Council has some discretion have been increased by approximately 2%. Most fees and charges set by the NSW government and/or other agencies have not increased – despite continued cost increases.

The User Fees and Charges Policy Rationale Identifier (A, B, C etc.) appear beside the various fees and charges shown below. Where an asterisk appears next to the Policy ID (i.e. A*, B* etc.) the Council has identified that the maximum amount charged does not cover the cost to the Council of providing the service.

Where a fee or charge is shown as “**ND**”, the Council has chosen not to disclose this amount – in accordance with clause 201(4) of *the Local Government Regulation 2005* – as disclosure could confer a commercial advantage on a competitor of the Council

Note that fees for facilities operated by volunteer committees of Council are set in consultation with those committees.

There are some specific items that I would like to draw to the attention of the Council.

Utility charges

All utility charges – charges included on the annual rate notice – have been increased by approximately 2.6%, in line with the [Local Government Cost Index](#).

The exception is the Stormwater Management charge, which is set by the NSW government.

Water consumption charges

Water consumption charges have not been increased for 2020/21 and remain at the rate set in 2018/19.

Waste management charges

The fees for waste management have been redeveloped from scratch to make calculating charges simpler for staff and customers. For general waste, this has seen a variety of charges for different containers and vehicles reduced to a simple per cubic metre rate.

The charge has also been recalculated on a cost recovery basis for Berrigan Shire residents. For commercial customers and customers outside Berrigan Shire, the fee has been calculated on a commercial basis.

Water and connection charges

Charges for new water and sewer connections have also been redeveloped from scratch to simplify the calculation of costs for staff and customers. Again, these charges have been recalculated on a cost recovery basis.

Charges for water connections over 25mm will now be on a recovery of actual cost incurred basis rather than a set fee

Aerodrome charges

Aerodrome charges for casual users have increased by approximately 4% in 2020/2. Charges for regular users have increased by the standard 2%.

Library charges

In line with an earlier Council resolution, all library fines and penalties have been abolished. Fees for services provided (where allowed under the *Library Act 1939*) still apply.

Cemetery charges

Cemetery charges have been increased by 3% to cover increased labour costs as well as an increase in the cost of supplying plaques.

**7.13 HALF COST SCHEME 01-19-20 FOOTPATH
CONSTRUCTION – BRIDGE STREET, TOCUMWAL
(EAST SIDE, LEVEE BANK TO TUPPAL ROAD)**

AUTHOR: Director Technical Services

STRATEGIC OUTCOME: Sustainable natural and built landscapes

STRATEGIC OBJECTIVE: 1.3 Connect and protect our communities

FILE NO: HCS 01-19-20

RECOMMENDATION: that pursuant to Section 217 of the *Roads Act 1993* and Council's Administration of Contributory Footpath and Kerb and Gutter Schemes Pursuant to clause 217, 218 & 219 of the *Roads Act 1993* Policy, the Council proceed with the construction of a footpath in Bridge Street, Tocumwal (east side), from the Levee Bank to Tuppal Road and make a charge on abutting property owners in accordance with the Schedule for Scheme 01/19/20 as set out below:

**SCHEDULE: SCHEME NO. 01/19/20
FOOTPATH CONSTRUCTION – BRIDGE STREET, TOCUMWAL (EAST SIDE,
LEVEE BANK TO TUPPAL ROAD)**

Estimated full unit rate is \$90.00 excluding GST per square metre, inclusive of survey, design, construction and supervision.

LOT N°	DP N°	Owner's Percentage	Frontage (m)	Total Cost \$	Owner's Cost Excl GST \$	GST \$	Total Owner's Cost Incl. GST \$	Council Cost \$
105	1141944	25%	50.11	\$5,411.88	\$1,352.97	\$135.30	\$1,488.27	\$4,058.91
7	758981 SECT 34	50%	37.39	\$4,038.12	\$2,019.06	\$201.91	\$2,220.97	\$2,019.06
1	834069	50%	30.97	\$3,344.76	\$1,672.38	\$167.24	\$1,839.62	\$1,672.38
3	834069	50%	16.23	\$1,752.84	\$876.42	\$87.64	\$964.06	\$876.42
1	863373	50%	24.62	\$2,658.96	\$1,329.48	\$132.95	\$1,462.43	\$1,329.48
2	863373	50%	22.67	\$2,448.36	\$1,224.18	\$122.42	\$1,346.60	\$1,224.18
A	385753	25%	62.72	\$6,773.76	\$1,693.44	\$169.34	\$1,862.78	\$5,080.32
1, 2 & 3	126407 (LOT 1) 758981 SECT 40 (LOT 2 & 3)	50%	84.90	\$9,169.20	\$4,584.60	\$458.46	\$5,043.06	\$4,584.60
			75.26	\$8,128.40	\$0.00	\$0.00	\$0.00	\$8,128.40
		Total	404.87	\$43,726.28	\$14,752.53	\$1,475.25	\$16,227.78	\$28,973.75

REPORT:

The Building Better Regions Grant Project includes the construction of a footpath at Bridge Street, Tocumwal from the Levee to Tuppal Road on the east side of the street.

This project had not been identified in the current Pedestrian Access and Mobility Plan for Tocumwal, however, a grant opportunity presented itself. Due to time constraints, at the time of the grant application there was no consultation carried out with the property owners of Bridge Street, Tocumwal indicating that there would be a request from the Council seeking up to a 50% contribution for the installation of footpath adjacent to their property. However, at the Council meeting in February 2020 the Council resolved to seek up to 50% contribution for adjoining land holders for the installation of the footpath, which was primarily driven on precedence of previous half cost schemes for footpaths throughout the shire in accordance with Council's policy 'Administration of Contributory Footpath and Kerb and Gutter Schemes pursuant to clauses 217, 218 & 219 of the Roads Act 1993'.

Affected owners have been advised of the proposed works and contributions in accordance with the policy and asked to advise of their agreement or otherwise to participate in the scheme. The notification advised them that if they did not respond by 18th March, 2020 for Footpath Scheme 01/19/20, it would be assumed that they did not object.

There were a number of requests for a site meeting to be held, however, staff advised the property owners affected by the half cost scheme that a site meeting would not be held on account of the COVID-19 global pandemic and its mass gathering restrictions. Furthermore, staff also requested a second round of commentary from the property owners on advice that the Council would not be holding a site meeting.

Set out below are the details of scheme 01/19/20 along with a map showing the affected properties. Red shading indicates that the landowner is NOT in agreement. Green shading indicates that the landowner IS in agreement and Yellow shading indicates those that have not responded to the Council's notification letter.

Note: all properties shaded red are based on written responses.

Initial letters were sent out to the eight affected properties.

Copies of the letters received are attached as **Appendix "H"**.

To date there have been six submissions made by affected property owners: one in favour of the half cost scheme and five against the half cost scheme. Two properties did not respond and therefore could be considered to be in favor of the half cost scheme.



7.14 DRAFT OPERATIONAL PLAN

AUTHOR: Strategic & Social Planning Coordinator

STRATEGIC OUTCOME: Good government

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

FILE NO: 04.121.4

RECOMMENDATION: That the Council note and provide comment on the review of the Draft Operational Plan 2020 – 2021 (**Appendix “I”**)

REPORT:

At the Council’s Ordinary Council Meeting on 20 November 2019, the Council resolved that Council staff would present to the Council for comment a:

- Review of the Draft Operational Plan 2020 – 2021
- Review of the Draft of the Rating and Revenue Policy 2020 – 2021
- Review of the Draft of the Council’s Fees and Charges 2020 – 2021.

Appended to this report as **Appendix “I”** is a copy of a Review of the Council’s Draft Operational Plan 2020 – 2021. This Review of the Council’s Draft Operational Plan 2020 – 2021 includes the new actions agreed by the Council at the Council’s February 2020 Corporate Workshop and adopted by Council resolution at the Council’s Ordinary Council Meeting held on 19 February 2020.

To assist the Council, new actions are highlighted in the body of the plan. This initial Review of the Draft Operational Plan 2020 – 2021 includes a copy of a Review of the Draft Council Fees and Charges 2020 – 2021, the subject of a separate report to Council at this meeting.

This Review of the Draft Operational Plan 2020 – 2021 does not include:

- A draft of the Review of the Council’s Budget 2020 – 2021
- A draft of the Review of the Council’s Rating and Revenue Policy 2020 – 2021.

This is because the draft Review of the Council’s Budget 2020 – 2021 and the draft Review of the Council’s Rating and Revenue Policy 2020 – 2021 are subject of separate reports to the Council at this meeting.

7.15 COUNCIL SUBMISSION: PANEL'S DRAFT REPORT INDEPENDENT ASSESSMENT OF SOCIAL AND ECONOMIC CONDITIONS IN THE BASIN

AUTHOR: Strategic & Social Planning Coordinator

STRATEGIC OUTCOME: Good government

STRATEGIC OBJECTIVE: 2.2 Strengthen strategic relationships and partnerships with community, business and government

FILE NO: 11.128.14

RECOMMENDATION: That the Council endorse and adopt by resolution the Council's 7 April, 2020 submission to the Panel's Draft Report: Independent Assessment of Social and Economic Conditions in the Basin attached as **Appendix "J"**

REPORT:

The Commonwealth Minister for Water Resources, Drought, Rural Finance, Natural Disaster and Emergency Management, has established the Independent Murray-Darling Basin Social and Economic Assessment Panel.

In response to a request from the Panel seeking submissions and feedback on their Draft Report, Council Officers prepared the submission attached as **Appendix "J"**.

Submissions on the Draft Report closed at 5pm (AEST) on April 7, 2020.

7.16 BUDGET SUMMARY AND COMMENTS 2020/21

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: 12.046.1

RECOMMENDATION: That, after making any adjustments deemed necessary, the Council refer the draft 2020/21 budget attached as **Appendix "K"** for inclusion in the 2020/21 Operational Plan.

REPORT:

Councillors should note that this budget summary and commentary has been prepared in the midst of making arrangements for COVID-19 – both for the Council's workforce and the general public. The version of the budget presented at this meeting is at a more preliminary stage than would normally be presented to a Council meeting.

The Council will have another chance to review the budget in early May before adoption of a draft version for public exhibition. I will note that Council staff have already noted some changes that will be required to the budget before its next presentation including:

1. The March quarterly review and associated surplus and carried forwards will be known at that date
2. Financial Assistance Grant (FAG) has been underestimated in the budget. There is a possibility that 2020/21 FAG allocations will be known by May but even if they aren't, the estimate will need to be revised.
3. Drawdown dates for the two general fund loans will be known allowing loan contributions to be precisely calculated.

INTRODUCTION

The 2020/21 budget will see Berrigan Shire Council continue with its ambitious program of community infrastructure improvements. These projects, largely funded by a combination of grants, community contributions and Council's own funds, complement the Council's continuing town amenity program.

This budget also proposes significant upgrades and improvements to town water infrastructure, including a new \$6.6m treatment plant for Finley and capacity improvements for the Barooga treatment plant on top of the previously funded shire-wide automated water meter-reading program.

The impact of COVID-19 on the Council and the broader community is unknown at the time of writing. This will need to be monitored as the year progresses.

Rates and charges

An ordinary rate revenue increase of 2.6% has been included in the budget for 2020/21. This represents the maximum permissible amount allowed by the Independent Pricing and Regulatory Tribunal (IPART) in accordance with the rate pegging provisions of the *Local Government Act 1993*.

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

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

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

In determining the 2020/21 rate peg, IPART determined a 2.6% increase in the Local Government Cost Index. IPART did not deduct a productivity factor in 2020/21.

Table 1 below provides a summary of these changes

The budget and the rate in the dollar have been based on property values provided by the Valuer-General as of March 2020. There is a possibility that these figures may change before the adoption of the budget and the rate due to supplementary valuation amendments. .

The land values used to strike the rate have a base date of 1 July 2019; it is the first time these values are being used to strike a rate. It is estimated that the rate peg allowance and natural growth will raise an additional \$137,000 nett (after pension rebates and state subsidy) in 2020/21 when compared to the 2019/20 original budget.

The approximate effects of these permissible rate increases on average Ordinary rates, are shown in Table 2 below (as at March 2020).

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

Table 1: Ordinary rate increases 2016-2019

YEAR	LG COST INDEX	“PRODUCTIVITY” FACTOR	INCREASE TAKEN UP BY COUNCIL
2017-18	1.47%	-0.001%	1.5%
2018-19	2.3%	-	2.3%
2019-20	2.7%	-	2.7%
2020-21	2.6%	-	2.6%

Table 2: Average Ordinary Rate by Category (not inclusive of charges)

Rate Category	2019/20#	2020/21^
Farmland	\$2,145	\$2210
Residential Rural	\$672	\$690
Residential (other)	\$2,105	\$1,832
Urban/Town Properties	\$819	\$832

#as at March 2019

^as at March 2020

The total average residential annual Ordinary rates and charges, including water, sewer, domestic waste management/garbage and stormwater/drainage, will be \$2,298 for 2020/21 as compared to \$2,249 for 2019/20. This is an overall increase of rates and charges of \$49 for an average residential property.

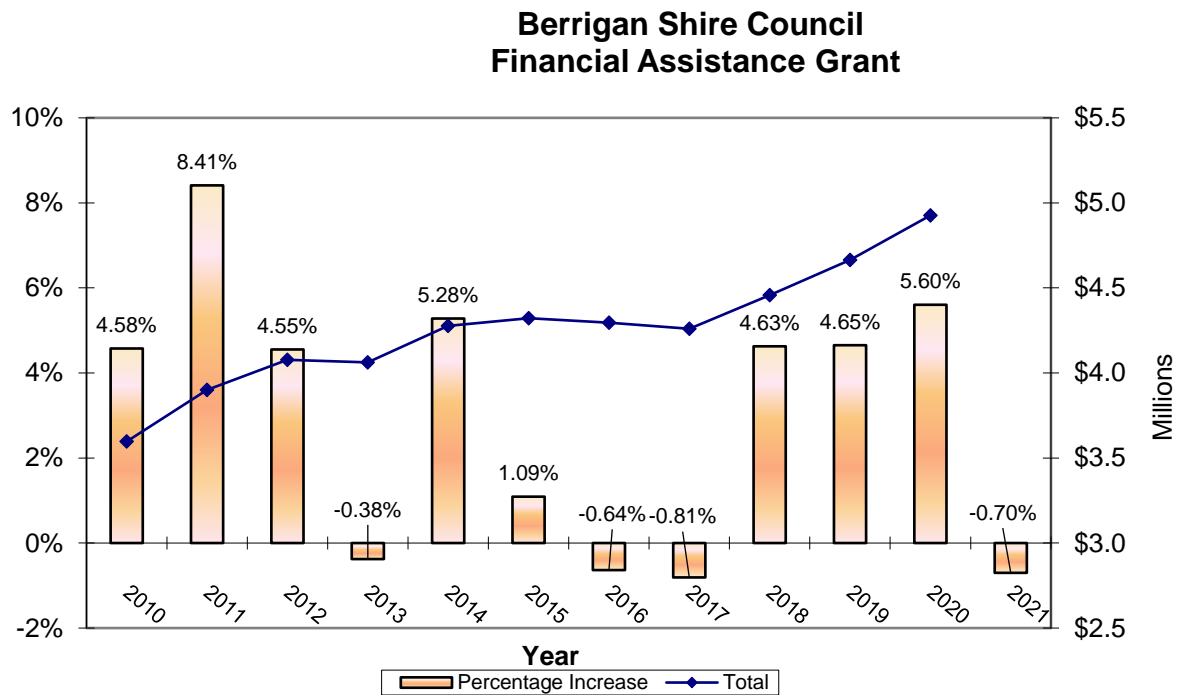
Most Ordinary rates have increased by approximately 2.6% and utility charges have increased by between 2.5% and 3%. The Stormwater Charge has not changed.

Operating grants and investment income

All local government areas in Australia receive an untied grant from the Federal Government to assist with their operations. This is known as the Financial Assistance Grant (FAG). This has two components – a General Purpose component and a Rural Local Roads component (RLR).

Chart 1 below shows how FAG has varied over time

CHART 1: Financial Assistance Grant – growth over time



The Council has not yet been advised as to its FAG allocation for 2020/21. On this basis, the budgeted grant has been left at historic levels.

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

The Council may wish to reconsider the use of the Financial Assistance Grant at the second quarterly review when the actual amount of the grant will be known. Audit results for 2019/20 will also be available and decisions can be made at that time based on that information.

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

In recent years, the Federal Government has paid up to 50% of FAG “in advance” – i.e. 50% of the 2019/20 FAG allocation was paid in June 2019. At this stage it is unknown if this trend will continue. This is merely a timing issue rather than a change in overall allocation and on this basis, the Council’s budget assumes all FAG will be paid in the year of entitlement.

A double allocation of Roads to Recovery (R2R) grant funding will be paid to the Council in 2020/21. An average allocation of \$877,527 per year in the new iteration of the R2R program has been included for following years. In return for this funding,

the Council is obliged to maintain its expenditure on roads at current levels from its own funds.

The Council has traditionally been conservative when recognising investment interest income in its initial operating budget. This has been for prudential reasons – not wanting to allocate these funds for future expenditure until they have been received. Interest rates continue to stagnate globally and this potential income cannot be relied upon in advance.

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

Utility charges

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

The budget proposes that the Annual Water Access Charge for 2020/21 be set at \$551.00 for the provision of water supply services. This is an increase of 2.6% or \$14.00 from the 2019/20 charge.

This budget, and the associated water charges, is based on an assumption that water restrictions will not be in place in 2020/21

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

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

The following water consumption charges for water reading cycles during 2020/21, under the prevailing water restriction stages, will be based on the tariffs shown in Table 3 below.

The proposed consumption tariff charges have not changed from 2019/20

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

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

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

The charges shown below will be implemented at the discretion of Council and at the times deemed necessary. Note these tariffs remain unchanged from 2018/19.

Table 3: 2020/21 Water Consumption tariffs

Town	Water Supply Type	Tariff/Charge per KL		
		Stage 4	Other Stage	No Restrictions
Barooga/Berrigan/Finley	Treated	\$1.55	\$1.10	\$1.00
	Unfiltered	\$0.77	\$0.55	\$0.50
Tocumwal	Treated	\$1.03	\$0.73	\$0.66

Annual Sewerage Charges have been increased by around 2.6%, from \$554 to \$568. A 2.6% increase has also been applied to the Pedestal Charge and the Low Pressure Sewer Pump Maintenance Charge.

For 2020/21 the Garbage Charges and the Domestic Waste Collection Charge will increase by approximately 2.6%. This raises the Domestic Waste Management Collected Charge from \$314 to \$322 per service, the Garbage Collection Charge from \$275 to \$282 per service and the Uncollected Charge for vacant residential blocks has been increased from \$58 to \$60 – a 3.5% increase.

The recycling charges for businesses will increase by 2.6% for 2020/21.

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

Budget result

The estimated cash surplus/deficits for the years 2020/21 to 2023/24 are shown in Table 4 below:

Table 4: Projected Consolidated Cash Result

Year	Result
2020/21	\$6,884 deficit
2012/22	\$65,899 surplus
2022/23	\$147,673 deficit
2023/24	\$1,513,746 deficit

This takes into account anticipated results for 2019/20 and carryover of incomplete capital works.

Additional points for noting include:

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

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

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

- The onflow of prior year "pause" in Financial Assistance Grant indexation substantially reducing the overall base of grant income going forward
- Commitments to essential programs such as levee maintenance and improvement, drainage improvement and town beautification programs
- Overall escalating general cost increases at a rate greater than the Rate Peg.

Exacerbating these trends is the move by the Federal Government from untied grants to local government to specific purpose grants tied to specific projects – especially roads. The "pause" in indexation of Financial Assistance Grant is offset to some extent by the additional Roads to Recovery (R2R) funding but R2R must be spent on roads and matched by Council funds. This has the effect of removing the Council's discretion for capital projects other than roads.

Once again, there are significant capital works identified in the Water Fund; however, the reserve balance should not be too badly affected, subject to internally loaned funds being made available from the Sewer fund being serviced by revenue from consumption and temporary transfers continuing to meet targets.

The Sewer Fund is now making moderate operating surpluses.

Both the Water and Sewer Funds are debt free as at 2019/20. The balance of the funds to complete the Finley Water Treatment plant upgrades - \$2.6M will be sourced as a loan from the Sewer fund – temporarily affecting the Sewer Reserve balance. A further loan of \$2M for essential upgrades to the Barooga Water Treatment plant will be funded via a loan subsidised by the NSW Government under the Low Cost Loans Initiative.

Attached with this budget commentary is:

- Nett Cost Statement which shows the nett cost of services to be funded from Ordinary Rates; and

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

PROGRAMS

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

Corporate Services

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

Salaries and Wages across the board have been inflated by 2.5% in 2020/21 and each of the following years. The exact amount of future salary increases will be dependent on the new Local Government Award currently being negotiated.

These increases flow through to all staff overheads such as superannuation, workers compensation, insurance etc. as these are dependent on the level of salaries and wages. The significant increase in defined benefit superannuation contributions continues to have a marked effect on salaries and wages. The compulsory superannuation contribution is currently scheduled to rise to 10% in 2021/22, 10.5% in 2022/23 and 11% in 2023/24.

The Council has again allocated \$50,000 in 2020/21 and subsequent years to fund the purchase of new Financial Management software. Any migration to new software will occur when circumstances and staffing permits.

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

Technical Services

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

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

Plant Operation and Replacement

Fluctuating fuel prices and vehicle change over costs will require constant review of plant hire rates. Major plant items budgeted for replacement during 2020/21 are:

- 2009 UD Parks and Gardens truck

- 2012 Volvo Loader Backhoe
- 2012 New Holland tractor
- John Deere mowers (Finley Cemetery)

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

This budget projects that plant operations will withdraw net \$156,577 from the plant reserve in 2019/20.

Emergency Services

The Emergency Services budget has been drawn up on the basis of known historic costs and information from NSW Rural Fire Service, Fire and Rescue NSW and the State Emergency Services. It is possible this amount could vary from those forecast, although no current information is available.

Table 5 lists the budgeted contributions to each service to be made by the Council.

Table 5: Contributions - emergency services

Year	Result
NSW Rural Fire Service	\$ 122,633
Fire and Rescue NSW	\$ 52,292
SES NSW	\$ 16,884
TOTAL	\$ 191,809

Environmental Services

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

The 2020/21 budget includes for the first time an allocation for weed control directly rather than via a contribution to the now defunct Central Murray County Council.

Housing

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

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

Cemetery

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

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

Garbage and Domestic Waste Management

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

There are no scheduled large-scale capital works included in this function for 2020/21 although work is continuing on the acquisition of land for the expansion of the Berrigan facility using funds allocated in the Council's 2019/20 budget.

Charges have been generally indexed by 2.6% for the garbage collection and the domestic waste collected services.

Stormwater Drainage

In 2015, the Council borrowed \$1.63m to bring forward essential drainage works to 2015/16 and 2016/17. The loan is subsidised by the NSW government under the Local Infrastructure Renewal Scheme (LIRS). Work on those LIRS-funded drainage projects is complete. The Council expects to receive a subsidy under the LIRS scheme of around \$21,250 in 2020/21. Further details on the LIRS loan are shown later in this report.

New drainage works proposed for 2019/20 include:

- Finley – Dawe Avenue
- Tocumwal – Barooga St – Murray St to Morris St

The Council has authority to apply a Stormwater Management Services Charge. The charge is expected to raise \$73,475 in 2020/21. The Council may only levy a maximum charge of \$25 per property. Proceeds from the charge are used to partly fund payment of the LIRS loan.

As in previous years, there has been no provision made for the receipt of any developer charges to assist with drainage costs. This is a conservative position – developer changes will only be recognised if and when they are received.

Environmental Protection

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

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

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

The standard provision for this reserve has been made in 2020/21 and this is proposed to continue in 2021/22 and beyond.

From this provision, in 2019/20 the Council proposes to raise and strengthen the “Seppelts” levee near Barooga at a cost of \$240,000.

Community Services

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

The Council proposes to continue its annual allocation of \$3,000 for Youth Week and \$2,000 for KidsFest.

An annual calendar of events recognising International Women’s Day, Seniors Week and Children’s Week and Men’s Health Week makes up Council’s social justice program of social and cultural events. Additional social and cultural activities are also promoted by Council if developed by community partners and where the activities contribute toward the strategic objectives of Council’s Volunteer Strategy, Library Services Strategy, Ageing and Liveability Strategy and its Children, Young People and Families Strategy.

The Council is a member of South West Arts – the local regional arts board – and contributes \$8,700 per year to its operations.

Water Supplies

Works are about to start on the major upgrades of the Barooga and Finley Water Treatment Plant announced in the 2019/20 budget. With that in mind, the 2020/21 budget does not include any other large scale projects for this year other than an allowance for automation of water treatment plants to improve water quality.

The Water Fund is currently debt-free, however loans of \$6.6m will be drawn down when the Barooga and Finley projects proceed

Sewerage Services

The Council’s Sewerage Fund continues to make modest operating surpluses and its cash position continues to improve.

Capital works in the fund in 2020/21 include \$320,000 for the construction of a new rising main in the area of Hutsons Road in Tocumwal and \$360,000 for an improved telemetry system.

The Sewerage Fund is debt free.

Public Libraries

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

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

Thanks to a widespread campaign, the NSW government has increased the annual library subsid. This increase is welcome and will be used to provide additional services but will not make a major difference to the operations of the library service as a whole.

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

Community Amenities

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

The Council is working on delivering the final phase of its Tocumwal Foreshore Revitalisation project – the replacement of the existing foreshore building with a new two-story building including toilets and visitor services as well as commercial space.

The public toilets at Hayes Park in Berrigan are also being replaced in April 2020 as part of the upgrade funded by the Federal Government’s Drought Communities Programme.

There are no new projects proposed for this function in 2020/21

Recreation

The Council provides five major recreation areas and a range of other parks and passive recreation areas. The Council maintains 15 playgrounds and three skate parks across the Shire.

The Council will continue to work through its ambitious development program in this area. Much of this program is grant-funded and much of the remaining funding has been carried forward from previous years.

A list of operating grants provided to volunteer committees of management is shown in Table 6.

Table 6: Facility operating grants 2019/20

Volunteer committee	Grant (\$)
Pools	
Berrigan	31,400
Finley	35,600
Tocumwal	31,400
TOTAL	98,400
Recreation Reserves	
Barooga	12,000
Berrigan	12,000
Finley	12,000
Finley Showgrounds	12,000
Tocumwal	12,000
TOTAL	60,000

Halls	
Berrigan	7,860
Finley School of Arts	3,930
Finley WMH	3,930
Tocumwal	4,280
TOTAL	20,000
Other	
Berrigan Conservation Group and Tidy Towns	3,860
GRAND TOTAL	\$188,151

Quarries and Pits

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

Shire Roads

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

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

Some of the major road construction projects identified in this budget include:

- \$200,000 for causeway work on Lower River Road
- \$630,000 over two years for Bushfield Road
- \$885,000 over four years for Yarrawonga Road
- \$180,000 for re-sheeting of Hogans Road
- \$119,00 for re-sheeting of Miechels Road
- \$150,000 for Dawe Avenue in Finley
- \$80,000 for Snell Road in Barooga between Kamarooka Street and Chomley Close

The Council continues to put aside \$50,000 each year over the four year plan to fund town entrance beautification works. This include signage, tree planting and other garden works to make the major entrances to the four towns more attractive for visitors and residents.

Town entrance beatification program works substantially complete are the Newell Highway approaches to Finley and Tocumwal. Works at Barooga and Berrigan are underway now.

Aerodrome

The budget at Tocumwal Aerodrome allows for Council management and maintenance of the facility.

This budget allocates a \$150,000 contribution towards a matching grant program to install kangaroo-proof fencing around the aerodrome. These works are conditional on a successful grant application.

The Council will contribute \$50,000 to an Aerodrome Works reserve annually to fund future works such as runway sealing.

RMS Works

Roads and Maritime Services works cover two principal areas.

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

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

Caravan Parks

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

Both caravan parks have been leased to private operators. Revenue from the Tocumwal Caravan Park lease has been included in this budget.

Tourism and Area Promotion

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

The strategy has three major strategic objectives. Namely it will:

1. Continue to support the development of events that attract visitors to the Shire
2. In partnership with Moira Shire Council and Murray Regional Tourism Board, look to develop and operate an integrated "digital platform" showcasing visitor experiences.
3. Invest in improvements to town amenity through the provision of infrastructure such as public toilets, paths, town entrance beautification and parks.

The Tocumwal Foreshore redevelopment, the Barooga Adventure Playground and the Railway Park project in Finley are practical examples of the Council's implementation of this tourism strategy.

On top of this infrastructure funding is financial support for events, development of new tourism infrastructure and membership of peak tourism bodies.

The Events Development Program will continue through to 2020/21 with the Council contributing up to \$20,000 in top-up funding per year to maintain the balance of the Events Management fund at \$60,000. The amount contributed each year will vary depending on the amount the Council contributes to events in that year.

2019/20 is the final year of a three year agreement for the Council to support the work of the Murray Region Tourism Board and the Council's current intent is to renew this agreement. The agreement requires a contribution of \$14,000 - \$15,000 per annum.

Business Development

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

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

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

This budget annually puts aside \$25,000 for industry development programs. This includes programs such as funding support for training in customer service and hospitality for local businesses.

With Federal and State abandonment of fruit fly control in this region, the Council has \$10,000 has been included annually for the continuing fruit fly mitigation program run in conjunction with Moira Shire Council.

Bendigo Bank

The Council operates a Bendigo Bank agency from its administration office in Berrigan. This is operated as a community service to the Berrigan community as no bank currently operates in that town.

Operation of the agency is expected to cost the Council around \$12,000 per year in nett terms.

Saleyards

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

The saleyard facility is provided as a service to the agricultural industry in Berrigan Shire and will continue to operate while it is financially feasible to do so. The cost to the Council of owning and maintaining the saleyard facility is expected to be around \$40,000, mainly consisting of depreciation and insurance charges. This does not include capital improvements or repairs.

In 2019/20, the Council proposed to spend \$215,000 on repairs and upgrades at the Finley Saleyards to ensure they continue to meet Work Health and Safety

requirements. These works have been delayed but are proposed to recommence in 2020/21.

Real Estate Development

From time to time, the Council will develop land for resale. Recent developments include the Finley St residential subdivision and the Tocumwal Residential Airpark

The budget does not include revenue from the sale of developed land in either of these subdivisions. This is a conservative position and allows the Council to make a decision on these proceeds when and if a sale is made.

Private Works

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

Rates and Annual Charges Yields

The proposed yields from the Council Rates and Annual Charges are shown in Table 7 below. The gross yield from each charge is shown separately.

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

The 2019/20 yield shown is the actual figure levied last year. The 2020/21 figure is an estimate based on the rate increase proposed using land values as they exist in March 2019. The 2021/22, 2022/23 and 2023/24 figures are projections based on the 2020/21 estimates.

Table 7: Rates and Charges Yields 2019 to 2024

ORDINARY RATES					
% Increase-total nett ordinary rate revenue		2.6%	2.0%	2.0%	2.0%
Rate Category	2019/20	2020/21	2021/22	2022/23	2023/24
Farmland	\$1,932,389	\$1,982,631	\$2,022,284	\$2,062,730	\$2,103,984
Residential	\$54,727	\$56,150	\$57,273	\$58,418	\$59,586
Residential Rural	\$360,226	\$369,592	\$376,984	\$384,524	\$392,214
Res. River Land - Barooga	\$0	\$0	\$0	\$0	\$0
Res. River Land - Tocumwal	\$0	\$0	\$0	\$0	\$0
Residential - Barooga	\$573,547	\$588,459	\$600,228	\$612,233	\$624,478
Residential - Berrigan	\$345,800	\$354,791	\$361,887	\$369,125	\$376,507
Residential - Finley	\$700,517	\$718,730	\$733,105	\$747,767	\$762,722
Residential - Tocumwal	\$776,812	\$797,009	\$812,949	\$829,208	\$845,792
Business - Barooga	\$97,182	\$99,709	\$101,703	\$103,737	\$105,812
Business - Berrigan	\$79,238	\$81,298	\$82,924	\$84,582	\$86,274
Business - Finley	\$165,124	\$169,417	\$172,805	\$176,261	\$179,786
Business - Tocumwal	\$197,750	\$202,891	\$206,948	\$211,087	\$215,309
GROSS YIELD	\$5,283,312	\$5,420,677	\$5,529,090	\$5,639,672	\$5,752,464
Less Net Pension Rebate	-\$75,000	-\$75,000	-\$75,000	-\$75,000	-\$75,000
NET YIELD	\$5,208,312	\$5,345,677	\$5,454,090	\$5,564,672	\$5,677,464
WATER CHARGES					
% Increase - Access Charge		2.6%	2.5%	2.5%	2.5%
Access	\$2,100,782	\$2,155,402	\$2,209,287	\$2,264,519	\$2,321,132
Consumption	\$750,00	\$750,000	\$750,000	\$750,000	\$750,000
GROSS YIELD	\$2,850,782	\$2,905,402	\$2,959,287	\$3,014,519	\$3,071,131
Less Net Pension Rebate	-\$39,500	-\$39,500	-\$39,500	-\$39,500	-\$39,500
NET YIELD	\$2,811,282	\$2,865,902	\$2,919,787	\$2,975,019	\$3,031,631

SEWER CHARGES					
% Increase		2.6%	2.5%	2.5%	2.5%
Sewerage	\$1,939,739	\$1,990,172	\$2,039,926	\$2,090,924	\$2,143,197
Pedestal	\$172,569	\$177,056	\$181,482	\$186,019	\$190,669
Low Pressure Sewer	\$18,296	\$18,772	\$19,241	\$19,722	\$20,215
GROSS YIELD	\$2,130,604	\$2,186,000	\$2,240,649	\$2,296,665	\$2,354,081
Less Net Pension Rebate	-\$38,500	-\$38,500	-\$38,500	-\$38,500	-\$38,500
NET YIELD	\$2,092,104	\$2,147,500	\$2,202,149	\$2,258,165	\$2,315,581
DOMESTIC WASTE, GARBAGE AND RECYCLING					
% Increase		2.6%	2.5%	2.5%	2.5%
Charge	2019/20	2020/21	2021/22	2022/23	2023/24
Domestic Waste/Recycling	\$1,039,565	\$1,066,594	\$1,093,258	\$1,120,589	\$1,148,604
Domestic Waste Uncollected	\$14,350	\$14,723	\$15,091	\$15,468	\$15,855
Garbage/Business Recycling	\$91,319	\$93,693	\$96,034	\$98,435	\$100,896
GROSS YIELD	\$1,145,234	\$1,175,010	\$1,204,383	\$1,234,492	\$1,265,355
Less Net Pension Rebate	-\$36,000	-\$36,000	-\$36,000	-\$36,000	-\$36,000
NET YIELD	\$1,109,234	\$1,139,010	\$1,168,383	\$1,198,492	\$1,229,355
STORMWATER MANAGEMENT					
No increase - fixed by regulation		0%	0%	0%	0%
GROSS YIELD	\$71,175	\$71,175	\$71,175	\$71,175	\$71,175
TOTAL – ALL RATES AND CHARGES					
	2019/20	2020/21	2021/22	2022/23	2023/24
GROSS YIELD	\$11,292,107	\$11,569,264	\$11,815,584	\$12,067,523	\$12,325,206
Less Net Pension Rebate	-\$189,000	-\$189,000	-\$189,000	-\$189,000	-\$189,000
NET YIELD	\$11,103,107	\$11,380,264	\$11,626,584	\$11,878,523	\$12,136,206

Loan Redemption and Borrowings

The Council currently has just the one outstanding loan as summarised in Table 8 below:

Note however that the Council expects to draw down on two loans before 30 June 2020.

- \$1M for the development of 14 residential lots in Finley and associated open space. The interest cost of this loan will be subsidised by the NSW Government's Low Cost Loans Initiative (LCLI)
- \$1M for miscellaneous community amenity projects across Berrigan Shire

Table 8: Outstanding Loans – 31 March 2020

PURPOSE	AMOUNT	TERM	RATE	ANNUAL REPAYMENTS	DUE	LENDER
LIRS Drainage	\$1,630,000	10 y	4.260%	\$200,488	Dec 2024	NAB

The interest cost of the LIRS Drainage loan is partially offset by a 3% interest rate subsidy from the NSW government under the Local Infrastructure Renewal Scheme (LIRS) program.

The 2020/21 program of works and budget proposed that the Council take up two new loans – both in the water fund:

- Water Fund – a loan of up to \$4m to fund the upgrading Barooga Water Treatment Plant. The interest cost of this loan will be subsidised by the NSW Government's Low Cost Loans Initiative (LCLI)
- Water Fund – a loan of up to \$2.6m to part fund the \$6.6m replacement of the Finley Water Treatment Plant.

The decision to consider borrowing was based in line with the Council's Financial Strategy adopted in 2016 which states:

Implement a Borrowing Policy that allows the Council to borrow only for the development of infrastructure where

- *There is an urgent need for the asset in the short term, or*
- *It is most cost-effective to construct the asset in the short term (as opposed to waiting until sufficient on-hand funds are available), and*

The Council has access to a funding stream to meet its debt obligations without compromising its other activities

The Council proposes to borrow for the Finley Water Treatment Plan internally from its Sewer Fund for which it has approval from the Minister of Local Government. The

Sewer Fund holds healthy cash reserves that are not required for use for some time so these funds at present are sitting in investment. The the Water Fund will pay the Sewer Fund a commercial rate of interest – which will be less than the market rate and better that can be earned on investment.

The alternative for the Council is borrow on the market – from NSW Treasury Corporation or a private sector bank. The Council has considered this and on balance, determined that an internal loan is preferred.

The loan for the Barooga Water Treatment Plant must be from a private sector organisation – under the terms of the LCLI agreement.

For the purposes of the budget, the table below is a summary of the proposed loans. Note that the exact amount of the loans and the applicable interest rate are likely to vary.

Table 9: Proposed Loans – 2020/21

PURPOSE	AMOUNT	TERM	RATE	ANNUAL REPAYMENTS	DUE	LENDER
Water Fund – Barooga WTP	\$4,000,000	10 y	3.000%	\$448,577	Dec 2030	Private bank
Water Fund – Finley WTP	\$2,600,000	10 y	3.000%	\$302,878	Dec 2030	Sewer fund

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

Table 10: Projected Outstanding Debt - 2019/20 to 2020/21

FUND	30 JUNE 2021	30 JUNE 2022	30 JUNE 2023	30 JUNE 2024
General	2,383,092	2,022,710	1,649,738	1,263,753
Water	6,308,810	5,715,071	5,105,851	4,480,741
Sewer	-	-	-	-
Sub Total	8,691,903	7,737,782	6,755,589	5,744,494
Less Internal loans	3,310,646	2,988,196	2,656,000	2,313,763
TOTAL	5,381,256	4,749,585	4,099,589	3,430,731

Total repayments of principal and interest would be as follows:

Table 11: Loan Redemption - 2019/20 to 2023/24

FUND	2020/2021	2021/2022	2022/2023	2023/2024
General	429,124	429,124	429,124	429,124
Water	375,727	751,455	751,455	751,455

Sewer	-	-	0-	-
Sub Total	804,851	1,180,579	1,180,579	1,180,579
Less Internal loans	267,930	419,369	419,369	419,369
TOTAL	536,921	761,210	761,210	761,210
Less LIRS subsidy	54,969	68,714	58,190	41,471
NETT COST	481,952	692,495	703,019	719,738

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

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

CHART 3: Outstanding Loans and Redemption – Consolidated

Chart 4 below shows the Council's loans in its General Fund only. It does not any borrowings by the Water and Sewer funds.

CHART 4: Outstanding Loans and Redemption – General Fund

Reserves

In this four year plan, the Council expects to maintain or increase its overall cash reserves. Table 12 lists the Council's cash reserves and balances from 2019 to 2024.

Table 12: Projected Reserve Balances

BALANCE						
Reserve	June 2019	June 2020	June 2021	June 2022	June 2023	June 2024
PLANT	\$1,694,803	\$1,630,187	\$2,097,012	\$2,338,017	\$2,956,737	\$3,543,710
WATER	\$8,569,275	\$5,699,448	\$5,049,529	\$4,099,729	\$4,060,815	\$3,944,076
SEWER	\$6,725,554	\$2,876,981	\$3,359,956	\$4,004,975	\$5,025,662	\$6,220,549
DOMESTIC WASTE	\$3,923,910	\$3,930,812	\$4,206,810	\$4,485,047	\$4,819,203	\$5,166,975
EMPLOYEE LEAVE	\$388,800	\$388,800	\$388,800	\$388,800	\$388,800	\$388,800
EARLY INT.	\$-	\$-	\$-	\$-	\$-	\$-
CAPITAL WORKS	\$2,168,219	\$2,031,639	\$2,031,639	\$2,031,639	\$2,031,639	\$2,031,639
CEMETERY	\$-	\$-	\$-	\$-	\$-	\$-
SALEYARDS	\$79,817	\$-	\$-	\$-	\$-	\$-

BALANCE						
Reserve	June 2019	June 2020	June 2021	June 2022	June 2023	June 2024
LEEVE BANK WORKS	\$320,539	\$71,339	\$31,339	\$28,979	\$48,979	\$48,979
TOURISM EVENTS	\$84,179	\$74,202	\$74,202	\$74,202	\$74,202	\$74,202
AERODROME	\$281,579	\$790,775	\$840,775	\$890,775	\$940,775	\$990,775
RISK MANAGEMENT	\$316,989	\$362,944	\$412,944	\$462,944	\$512,944	\$562,944
INFORMA-TION TECHNOLOGY	\$450,000	\$500,000	\$550,000	\$600,000	\$650,000	\$700,000

The Plant Replacement Reserve is projected to fluctuate over the four years to 2023/24 with the reserve building towards the end of the four year period.

The Water Supply Reserve will drop initially due to the water treatment plant replacement program, and then remain mostly static over the remaining period with growth in the reserve used to fund capital works.

The Sewer Reserve will continue to grow over the next four years with no large scale (\$1m and over) projects planned over this period, the drop in the fund is entirely related to internal loan funds provided to the Water and General funds.

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

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

The Capital Works Reserve is used as a source of funding for future capital projects. This reserve is the Council’s major source of funds where the Council sees an opportunity to seek grant funding for a project, or to assist in attracting a major development to the Shire. This reserve is generally funded through the development and sale of property such as the Finley Street subdivision and the Tocumwal industrial subdivision. This budget takes a conservative approach and assumes that there will be no property sales over the next four years. Any sale proceeds will be channelled back into the reserve as and when they occur.

The Council has six other small reserves:

- Aerodrome Reserve, to allow for future runway repairs and reseals
- Saleyards Reserve, designed to fund future capital works at the saleyards facility;
- Levee Bank Construction Reserve, to allow for funds for future levee repairs and upgrades.

- Tourism Events Reserve, to fund the Council's events promotion strategy.
- Risk Management Reserve, to fund projects designed to mitigate risk and improve public safety
- Information Technology Reserve, to fund a future upgrade of the Council's financial management software

7.17 DEVELOPMENT APPLICATION 112/20/DA/DM TOURIST AND VISITOR ACCOMMODATION**AUTHOR:** Town Planner**STRATEGIC OUTCOME:** Sustainable natural and built landscapes**STRATEGIC OBJECTIVE:** 1.1 Support sustainable use of our natural resources and built landscapes**FILE NO:** 112/20/DA/DM**RECOMMENDATION:** that the Development Application 112/20/DA/DM for Tourist and Visitor Accommodation be approved subject to the following conditions:

1. Approved Plans
The development shall be implemented substantially in accordance with the details set out on BSC 001-004, on the application form and on any supporting information received with the application except as amended by the conditions specified hereunder.
2. Maximum Number of Persons
The maximum number of persons permitted to occupy the Tourist and Visitor Accommodation is to be no more than twelve (12) people at any one time. This is to ensure compliance with the Building Code of Australia and relevant Australian Standards in particular with Fire Safety Standards. Should the number of potential residents exceed these limits, a further approval is required from Council.
3. Domestic Waste
A garbage receptacle for the reception of all domestic waste materials for a Tourist and Visitor Accommodation purposes and shall be maintained and serviced appropriately to adequately cater for a maximum of twelve (12) patrons at all times. This is to ensure that there is minimal harm to the health of patrons and there is minimal impact from odour on the neighbouring environment.
4. Emergency Management
A site specific emergency management and evacuation plan must be provided to all occupants and clearly displayed at all times in general communal areas. This is to include, but is not limited to, information on local emergency broadcast, local emergency services contact details, procedures to evacuate the building and a site map including exit routes, any evacuation meeting points and location of any emergency equipment such as first aid or firefighting equipment. This is to ensure that adequate emergency information for guests is provided in accordance to relevant Australian Standards.
5. Smoke Alarms
Hardwired smoke alarms must be provided as a minimum to all bedrooms. All smoke alarms must be interconnected. A lighting system must be installed in all hallways that is activated by the interconnected bedroom smoke alarm

system. Evidence of compliance with this requirement must be provided to Council prior to the occupation of the building as Tourist and Visitor Accommodation. This is to ensure compliance with Fire Safety Standards as per the Building Code of Australia and relevant Australian Standards.

6. Disabled Access

Disable access must be provided to a minimum of one entry/exit point to the dwelling, one bedroom, one bathroom with a toilet and personal hygiene facilities, kitchen and common areas. Evidence of compliance with this requirement must be provided to Council prior to the occupation of the building as Tourist and Visitor Accommodation. This is to ensure adequate accessibility to basic amenities is provided onsite for patrons and is as per the requirements of the Building Code of Australia and relevant Australian Standards.

7. Signage

Signage must be kept to a minimum and appropriate for the type of commercial activity being undertaken.

8. Vehicle access

A vehicle crossover must be from the kerb and gutter to the property boundary that:

- a) Provides vehicle access from Murray Street to the carparking area to rear of the dwelling.
- b) as a minimum must be sealed from the kerb and gutter to the property boundary.
- c) Have a minimum width of 4.5 metres to allow for two way vehicle movement, allows vehicles to access/exit the site in a forward direction and allows for a turning vehicle from the street to the site.
- d) The vehicle path rises to the level of the pedestrian footpath along the frontage of the site and not have the footpath step down onto the roadway.
- e) Have a central line marked to clearly identify entry and exit traffic (except on footpath infrastructure)
- f) Is designed and constructed to prevent water from proceeding onto, or ponding within the carriageway of the adjoining road reserve. This is to ensure that runoff does not cause damage or interfere with the road safety on Murray Street.
- g) Any perimeter front gate linking the vehicle crossover to the property must set back at a minimum 6 metres from the property boundary. This is to allow for the standing of vehicles when gates are to be opened and does not impact on pedestrian traffic on the footpath in the adjacent road reserve.

9. Onsite Carparking

All carparking must be contained on the subject site and to the rear of the dwelling. The car parking must have the following:

- a) A minimum of 12 car parking bays must be clearly marked and one car parking bay must be design and constructed as a disabled parking bay.
- b) An onsite all weather access driveway must be provided with a minimum width of 3 metres wide to cater for all vehicle movement areas and onsite car parking. This ensures that there is two way vehicle movement and ensure vehicles can enter and exit the site in a forward direction.
- c) Stormwater from the car parking area must be directed appropriately to Council's stormwater drainage system located in Murray Street in accordance with the Building Code of Australia and Relevant Australian Standards. This is to ensure that runoff does not cause damage to occur to neighbouring properties or the local road network.

This is to ensure there is adequate provision for car parking onsite, the development does not impact on the local road network and makes a positive contribution to the streetscape. All works must be completed prior to the occupation of the building as Tourist and Visitor Accommodation.

10. Onsite Management

Onsite management must be provided to adequately cater for Tourist and Visitor Accommodation to ensure that the development is managed appropriately and does not exceed normal standard of residential amenity in the neighbouring environment as per Relevant Australian Standards. A complaints register must be retained on the site and managed appropriately by onsite management. This is to ensure the development does not impact on the amenity of the neighbouring environment.

11. Landscaping

Landscaping is to be incorporated within the front setback area, onsite driveways and car parking areas to a standard that enhances the amenity of the development and commercial area. This is to ensure the visual quality and character of the street.

12. Pedestrian Access

Pedestrian access into the site is to be provided separate to the vehicle driveways and is to cater for all forms of pedestrian mobility. Landscaping and/or fencing shall be provided along the frontage of the site to the road network to direct pedestrians to the defined pedestrian access point.

13. External Lighting

Any external lighting must be on a sensor which turns off automatically. This will ensure security for patrons and reduce impacts on the neighbouring environment.

14. Works in Road Reserve

No work is to be carried out beyond the property boundary on any road reserve, naturestrip, footpath, concrete kerb, paved area, building or supply service without the prior written consent of the Council, in order to protect community assets and eliminate potential hazards to the community in the "public place".

An "Application for Works, Structures and Activities on a Council Road" must be submitted to Council, along with relevant plans and the determined fee. Consent must be obtained, before commencement of any work.

REPORT:

Council is in receipt of a development application for a Tourist and Visitor Accommodation to be located at 61-63 Murray Street, Tocumwal. The proposal is for a maximum of twelve (12) persons. The applicant has volunteered that the development is aimed at longer term tenants (approximately for 88 days) and that as they are business owners who regularly employ backpackers they are seeking to accommodate patrons who are completing rural sign off for a second year visa.

The subject site is zoned RU5 Village under the Berrigan LEP. It has a total area of 2344 metres² and has an existing weatherboard dwelling with three (3) bedrooms, a bungalow and three (3) bathrooms.

Neighbouring environment

Within the neighbouring environment, the existing development along Murray Street consists of:

- Predominantly single detached dwellings.
- A caravan park on a 4.5 hectares neighbouring allotment to the north with an onsite manager (a private residence onsite) on the same side of the road as the subject site.
- A caravan park on a 2.3 hectares allotment approximately 110 metres to the south of the subject site with an onsite manager (a private residence onsite) on the same side of the road as the subject site.
- The central Commercial Centre approximately 400 metres to the south of the subject site (in Murray Street and extends along Deniliquin Street).
- A footpath running along the Murray Street road reserve directly adjacent to the subject site that extends from the commercial centre to further north of the subject site.
- a manufactured home estate for the elderly that has 52 established dwellings approximately 170 metres to the north of the subject site and on the same side of the road as the subject site.

Murray Street is a local road in the hierarchy of roads within the township of Tocumwal. It extends north and does link with the Newell Highway and extends south where there are a cluster of commercial shops and links with the commercial centre along Deniliquin Street.

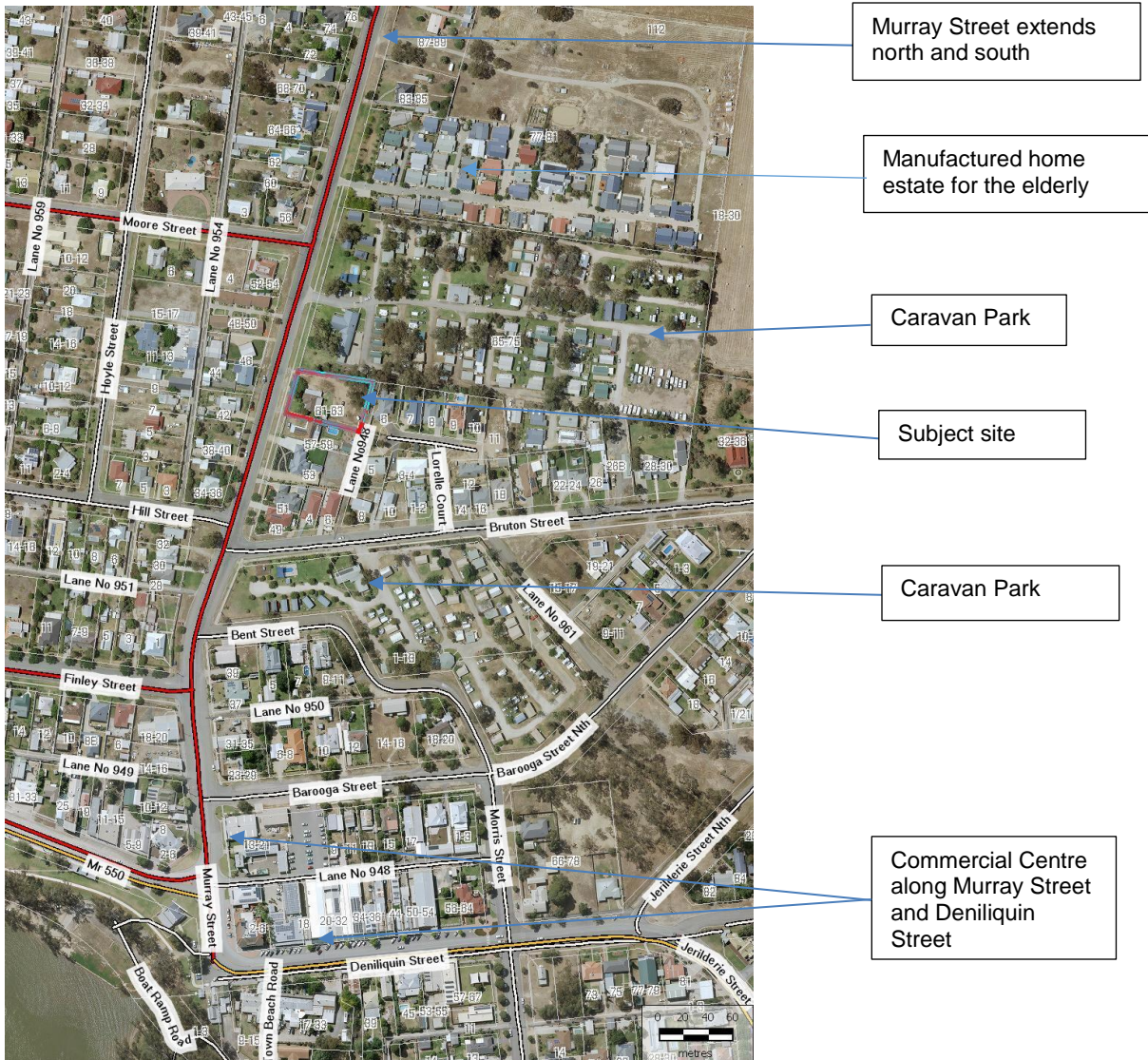


Figure 1 – Aerial Photo showing subject site and neighbouring properties (satellite imagery from 2020)

Directly adjacent to the subject site, there is the following existing residential dwellings:

- To the north is a private residence (within an existing caravan park) approximately 35 metres from the dwelling on the subject site.
- To the south is an existing residence approximately 8 metres from the existing dwelling on the subject site.
- To the east is an existing residence approximately 47 metres from the existing dwelling on the subject site.
- To the west is Murray Street and further west is an existing residences approximately 40 metres from the existing dwelling on the subject site.

The predominate zoning in the neighbouring environment is RU5 Village under the Berrigan LEP.

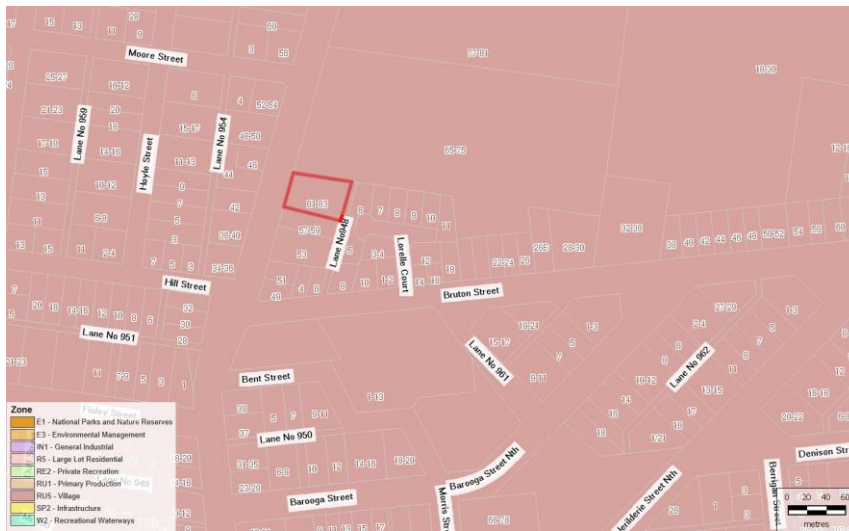


Figure 2 – Zoning as per Berrigan LEP within the neighbouring environment

- **Relevant Berrigan Local Environmental Plan 2013 (LEP) and Berrigan Development Control Plan 2014 (DCP) provisions**

The subject site is zoned RU5 Village under the Berrigan LEP. The proposal has been identified as a Tourist & Visitor Accommodation which is permissible in the RU5 Village zone with consent from Council.

As per the Berrigan LEP, a Tourist & Visitor Accommodation means a building or place that provides temporary or short-term accommodation on a commercial basis, and includes a backpackers’ accommodation.

Neighbour Notification

In accordance with the Berrigan DCP, Council notified all affected neighbouring properties about the proposed development and invited submissions. Council received 8 submissions in objection to the proposal. A summary of submissions is provided in table 1 below.

Table 1: Submission Summary

No.	Submission summary
1.	<p>Objection:</p> <p>The submitter is concerned with a total of 12 occupants is too many for the size of the dwelling and therefore believes the proposal is not suited at this site and will have an negative impact on the local tourism industry.</p>

<p>2.</p>	<p>Objection: The submitter is concerned that given the proposal will not have a site manager (24 hours of day) and given the general age of patrons in backpacker accommodation that are living closely together will have an impact on the amenity of the surrounding neighbouring environment which is a quiet residential area. Impacts include:</p> <ul style="list-style-type: none"> - noise (especially at night), - increased pedestrian traffic and - safety. <p>They believe visitor accommodation type land uses should be group together where there is existing accommodation.</p>
<p>3.</p>	<p>Objection: The submitter is concerned that the proposal will not have a site manager. The submitter is concerned that the proposed development is not consistent with the existing neighbourhood which consists predominately of detached dwellings with families and elderly residing in them. They believe the potential impacts on the neighbouring environment include:</p> <ul style="list-style-type: none"> - noise from occupants given that it is a weather board dwelling, - safety impact on existing land use and proposal attracts out of town people to the neighbouring area who are not invested in well being of the community, - increased pedestrian traffic on pedestrian path, - additional 12 vehicles impacting on local traffic, and - stormwater from carpark impacting neighbouring properties.
<p>4.</p>	<p>Objection: The submitter is concerned that the proposal is not keeping with the existing neighbouring environment which is predominately detached dwellings with the majority occupied by families (except for the existing caravan park). Concerned that the proposal will not have an onsite manager to enforce noise, the number of visitors and communal use restrictions. The submitter believes the proposal will have the following impacts:</p> <ul style="list-style-type: none"> - noise from the proposal as it is a weatherboard dwelling especially from after hours and weekends, - noise from the proposal if the lodgers are permitted to keep pets, - the impact on local traffic, - stormwater from the car parking area, - appropriate vehicle access to the site, and - increased pedestrian traffic on footpath (which has high traffic including children).
<p>5.</p>	<p>Objection: The submitter is concerned that given that the predominate residents are elderly in the neighbouring area, the proposal is not suited to the site and believe it will impact on the neighbouring residents safety.</p>
<p>6.</p>	<p>Objection: The submitter is concerned that it is not suited to the site given it is an established quiet residential area.</p>

7.	<p>Objection:</p> <p>The submitter is concerned that the proposal will have the following impact on the neighbouring environment:</p> <ul style="list-style-type: none">- security given that there low fences into their backyard,- security given increased pedestrian traffic on footpath,- stormwater from the car parking area prohibiting onsite car parking,- noise due to after hour parties, and- onstreet parking.
8.	<p>Objection:</p> <p>The submitter is concerned that the proposal is not keeping with the existing quiet neighbouring environment which is predominately detached dwellings with the majority occupied by families. Potential impact from the development is on:</p> <ul style="list-style-type: none">- increased local traffic,- safety from lack of security on the site,- visitors to the site increasing impacts from the proposal including impact on road, and- noise.

Response to Submissions:

The proposal is for a Tourist & Visitor Accommodation for a maximum of 12 people at any one given time (for the purpose of fulfilling the national building code requirements). The total number of guests at any given time will be dependent on demand and the proposal may accommodate less than the maximum number of people.

A general definition of a Tourist & Visitor Accommodation is a facility that involves a shared facilities such as communal bathroom, kitchen and laundry, and shared sleeping accommodation in which there are two or more persons per room. They provide temporary or short term accommodation for travelers or tourists who generally have their principal place of residence elsewhere.

All Tourist & Visitor Accommodation (Backpacker) are required to have an onsite manager as per the appropriate regulations. The applicant has volunteered that the proposal is aimed at providing accommodation for itinerate workers as they are in the industry they can visualise a shortfall in this type of accommodation, therefore the intended guests would be full time workers, as opposed to travelling tourist who are not seeking employment. A Tourist & Visitor Accommodation when managed effectively, would have minimal additional impacts on the existing amenity of the neighbouring environment. The following factors will mitigate the concerns raised from submitters:

- The developers have advised Council that they will have an onsite manager as per relevant regulations,
- The developers have advised Council that on site management will impose for example set rules such as, but not limited to, a 10:00 pm curfew which as per Homestay Guidelines,

- The proposal is for a maximum of 12 occupants, any visitors to the site would not be permitted to stay onsite,
- All vehicle car parking from the proposed development will be required to be contained onsite and given that the allotment is 2244 metres² there is sufficient area to accommodate all car parking onsite,
- Onsite management will manage the property so that it is in keeping with the existing residential amenity including existing noise levels and any pets onsite,
- The site has a standard 1.8 metres high residential fence around the perimeter of the rear of the dwelling that provides general residential privacy for residents and neighbouring allotments,
- The carpark area and vehicle access will be required to be upgraded to cater for the proposal,
- Upgrades to the carparking area will require stormwater to be appropriately directed to Council's stormwater system located in Murray Street, and
- An assessment against the building codes has been conducted to ensure there is sufficient fire and evacuation egress for the proposal to ensure safety of the guests.

Given that within the existing neighbouring environment there are two caravan parks and a manufactured home estate, there is existing development which imposes impacts on the local environment. The caravan parks also consist of Tourist & Visitor Accommodation which when managed appropriately ensures minimal impacts such as noise on the neighbouring environment. There is extensive existing vehicle and pedestrian traffic utilising Murray Street and therefore the proposal increasing vehicle and pedestrian traffic by potentially twelve (12) vehicles and twelve (12) pedestrians would have minimal further impact on the neighbouring environment.

Assessment of the proposal - Berrigan Development Control Plan 2014 (DCP)

The subject site is zoned RU5 Village under the Berrigan LEP. The zoning allows for flexibility in the planning system for a range of uses including residential and commercial uses with applications requiring an assessment of potential impacts on existing land uses.

An assessment of the proposal against the Berrigan DCP, the development objectives and controls of Chapter 2 Residential Development and Chapter 4 Commercial Development is provided in table 2 below and how mitigation is provided for potential impacts on the surrounding neighbouring environment.

Table 2 Assessment of proposal Berrigan DCP

Berrigan DCP Chapter 2 Residential Development	Assessment of proposal
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<p>2.1 Neighbourhood character Objectives and development controls:</p> <ul style="list-style-type: none"> - Provide a mix of compatible dwelling types, - Create aesthetically pleasing residential neighbourhoods, residential areas, - Provide high levels of amenity, - Encourage higher density housing in close proximity of town centres, - Maintain character of existing average and lower density residential neighbourhoods. 	<p>The proposal will be in an existing detached dwelling on a 2344 metre² allotment which is keeping with the existing development pattern of the neighbouring environment. The proposal is for Tourist & Visitor Accommodation which will provide a mix in the dwelling types within a 400 metre catchment from the commercial centre and therefore is encouraging higher density housing in close proximity of town centres. Given the proposal will have onsite management, the proposal will have minimal further impact on the existing residential amenity. Given that the proposal is in-between two active caravan parks with tourist accommodation, the proposal is assessed as being in compatible with the existing neighbouring environment.</p>
<p>2.2 Streetscape Objectives and development controls:</p> <ul style="list-style-type: none"> - Residential design that makes a positive contribution to the streetscape, - Provision of passive surveillance to the street, - Integration of new development into the streetscape and neighbourhood. 	<p>The proposal is in an existing dwelling that will not modify the exterior of the dwelling. There is sufficient car parking to the rear of the site and therefore the streetscape will not be impacted by a number of extra vehicles parked on the site. There are existing windows in the dwelling and given the proposal is to activate the site, the site will maintain the passive surveillance to the street. The proposal will require landscaping in the front setback to the dwelling, along the internal driveway and in car parking areas to ensure the development makes a positive contribution to the streetscape.</p>

<p>2.3 Landscaping Objectives and development controls:</p> <ul style="list-style-type: none"> - Front landscaping that contributes to an attractive streetscape, - Reduction in run-off from allotments. 	<p>The proposal is in an existing detached dwelling that has sufficient area in the front setback for landscaping. The proposal will be required to provide satisfactory landscaping to effectively to contribute to the streetscape. All car parking from the proposal will be required to be contained onsite and stormwater created from the car parking area will be required to be directed to Council's stormwater drainage system located in Murray Street.</p>
<p>2.4 Private open space Objectives and development controls:</p> <ul style="list-style-type: none"> - A private outdoor space for residents, - Outdoor areas that enhance residential amenity. 	<p>The proposal is on a 2344 metre² allotment which has sufficient area to provide adequate outdoor space to cater for patrons especially to the rear of the dwelling which will enhance residential amenity and provide a sufficient private outdoor space.</p>
<p>2.5 Building setbacks Objectives and development controls:</p> <ul style="list-style-type: none"> - Attractive streetscape through consistence in front building setbacks. 	<p>The proposal is within an existing dwelling that has consistent setbacks to the neighbouring environment.</p>
<p>2.6 Car parking and access Objectives and development controls:</p> <ul style="list-style-type: none"> - Sufficient on-site parking for residents and their visitors, - Safe movement of vehicles within a site, - High control of construction and appearance of hardstand areas associated with vehicle movement and parking. 	<p>The proposal is on a 2344 metre² allotment which has sufficient area to provide the required car parking and safe movement of vehicles onsite. The proposal will be required to adequately treat the car parking area to ensure accessibility during a storm event and have minimal impacts on local vehicle and pedestrian traffic along Murray Street.</p>
<p>2.7 Site facilities Objectives and development controls:</p> <ul style="list-style-type: none"> - Site facilities not to detract from the public aesthetics of the building, - Site facilities not to be detrimental to residential amenity. 	<p>The proposal is on a 2344 metre² allotment which has sufficient area to provide for site facilities that would not detract from the public aesthetics of the building or to be detrimental to residential amenity onsite or in the neighbouring environment.</p>
<p>2.8 Security Objectives and development controls:</p>	<p>The proposal is within an existing dwelling that is on a 2344 metre² allotment. There are existing windows</p>

<ul style="list-style-type: none"> - Living environments that enhance resident's feelings of safety and security, - Building and layout designs that allow surveillance of common and public spaces by residents, - Environments that reduce opportunistic crime. 	<p>that provide visual surveillance to the street. A security and evacuation plan will be provided to provide safety and evacuation information for guests.</p>
<p>2.9 Privacy Objectives and development controls:</p> <ul style="list-style-type: none"> - The protection of privacy and amenity of neighbouring properties, - Privacy and amenity for residents with medium density development. 	<p>For the neighbouring allotments, the closest existing residential dwelling is eight metres and an average 40 metres from neighbouring existing residential dwellings. This provides sufficient separation between the proposal and neighbouring residential dwellings to mitigate potential impacts of safety. There is a 1.8 metre boundary perimeter fence to the rear of the dwelling providing the standard residential privacy from the development to neighbouring allotments. Furthermore, the proposal will have an onsite manager that will ensure there is adequate security for the neighbouring environment. Given that there will regulations set, such as but not limited to, a 10:00 pm curfew that occupants are inside the premises, will reduce any security issues in the neighbouring streets after hours.</p> <p>All windows in the dwelling have curtains to provide privacy especially during the evening for neighbouring allotments.</p>
<p>Berrigan DCP Chapter 4 Commercial Development</p>	<p>Assessment of proposal</p>

<p>4.1 Location Objectives and development controls:</p> <ul style="list-style-type: none"> - To consolidate existing town centres. 	<p>The proposal is for Tourist & Visitor Accommodation which even though is a commercial development, is not a commercial type of development that is required to be consolidated within the commercial town centre as it is not a commercial premises that has regular customers access a site. As discussed above in chapter 2 Residential Development, the proposal is within 400 metres of the commercial centre and therefore is encouraging higher density housing in close proximity of town centres.</p>
<p>4.3 Landscaping Objectives and development controls:</p> <ul style="list-style-type: none"> - Landscaping to a standard that enhances the amenity of the development and commercial areas. 	<p>The proposal is in an existing detached dwelling that has sufficient landscaping in the front setback. Landscaping will be required in the front setback area that effectively contributes to the streetscape.</p>
<p>4.5 Signage Objectives and development controls:</p> <ul style="list-style-type: none"> - Signage to be kept to a minimum and appropriate for the type of commercial activity being undertaken. 	<p>Signage will be kept to a minimum and appropriate for the type of commercial activity being undertaken as per regulations for signage.</p>
<p>4.6 Parking Objectives and development controls:</p> <ul style="list-style-type: none"> - To match the supply of off-street car parking with the demand likely to be generated by customers and employees. 	<p>The proposal will be required to provide twelve (12) car parking spaces. Car parking will be required to be contained on site and given the site is on a 2344 metre² allotment there is sufficient area onsite and for the safe movement of vehicles onsite. The proposal will be required to adequately treat the car parking area to ensure accessibility during a storm event and dispose of stormwater to Council's stormwater network located in Murray Street.</p>

Given the current COVID 19 pandemic, the applicant has volunteered that the proposed Tourist & Visitor Accommodation would not proceed until the pandemic has officially been declared over.

Conclusion / Legislation

In assessing this development application, the relevant parts of Section 4.15 of the *Environmental Planning and Assessment Act 1979* have been taken into account. The development is permissible in the RU5 Village Zone as per the Berrigan LEP, the submissions in objection to the proposal have been addressed and a complete assessment has been conducted in accordance with the Berrigan DCP objectives and development controls to ensure that the proposal mitigates against any potential impacts on the surrounding neighbouring environment. Conditions of consent will ensure the site is affectively managed and will have minimal additional impacts on the existing amenity of the neighbouring environment.

Recommendation

The proposed development application for Tourist and Visitor Accommodation be considered for approval subject to conditions of consent.

RECOMMENDATION that Items for Noting numbered 8.1 to 8.6 inclusive be received and noted.

8.1 TENDER T11/19/20 APEX & HAYES PARK REDEVELOPMENT – JERILDERIE & DAVIS STREET, BERRIGAN

AUTHOR: Project Manager

STRATEGIC OUTCOME: Sustainable natural and built landscapes

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

FILE NO: T09/19/20

REPORT:

This tender is for T11/19/20 Apex & Hayes Park Redevelopment – Jerilderie & Davis Street, Berrigan.

As part of the Drought Communities Programme – Extension – Tranche 1, the upgrade of the facilities is scheduled to be completed prior to 30 June 2020.

The contract is a Lump Sum Contract.

Tenders closed at 2:00pm Wednesday 11 March, 2020. At the time of closing a total of 2 submissions were received:

CIVIL CONNECT GROUP PTY LTD
CRAWFORD CIVIL

Consideration of the Tenders

All tenders were considered by the Tender Evaluation Committee:

Matthew Hansen	Director of Corporate Services
Matthew Clarke	Director of Technical Services
Nathan O'Connell	Project Manager

Consideration of Tenders

Each Tender was evaluated in accordance with the following evaluation Criteria:

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

A summary of each tenderers evaluation by the tender assessment panel is provided below.

Summary

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

Supervisor

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

The General Manager accepted the tender submission by Crawford Civil on behalf of the Council.

Evaluation

The following commentary outlines the findings of the panel; these comments are to be taken as the review of the panel as a whole and not those of any individual member.

Evaluation Criteria Score:

Contractor	Price Score	Aggregate Score	Total Score
CRAWFORD CIVIL	4	20	85
CIVIL CONNECT GROUP PTY LTD	1	5	70

As indicated in the above table Crawford Civil Pty Ltd received the highest score from the evaluation.

The evaluation of the Tenders was conducted by the panel based on the specification.

1. **Price**
2. **Compliance with Specification**
3. **Track Record**
4. **WHS systems**
5. **Availability of Appropriate Skills & Resources**
6. **Quality Systems**

8.2 COBRAM SECONDARY COLLEGE CITIZENSHIP AWARD

AUTHOR: General Manager

STRATEGIC OUTCOME: Supported and engaged communities

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

FILE NO: 02.163.1

REPORT:

The Cobram Secondary College has written in appreciation to thank the Council for its continued support of the Citizenship Award presented at its presentation evening and to advise of the 2019 winner.

The Council provides an annual \$150 prize for the recipient of this award.

Details regarding the winner etc. are circulated with this agenda as **Appendix "L"**

8.3 RATES AND CHARGES - 2019/2020 RATES COLLECTIONS AND OUTSTANDING DEBTORS BALANCES – 3RD QUARTER REPORT TO COUNCIL

AUTHOR: Revenue Officer

STRATEGIC OUTCOME: Good government

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

FILE NO: 25.138.1

REPORT:

1. Rates & Charges

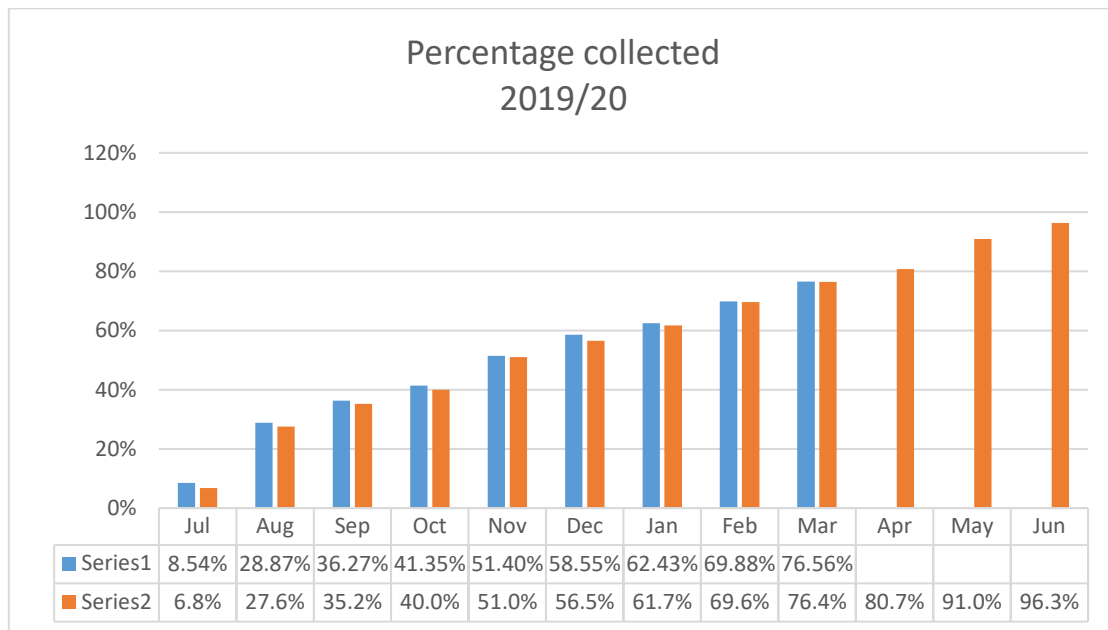
At 1 April 2020, the Council has collected 76.56% of the total rates, service charges, arrears and water consumption charges raised in 2019/20 to date – a slight increase on the amount collected as at the same time last year. The Council in the financial year 2019/2020 has now shown increases in Rates collection for nine straight months, above what was collected at the corresponding time the previous year. This is a particularly pleasing result given the ongoing climatic and economic issues suffered by the area.

The Council has had continued success, using a hands-on approach and continuing to work in conjunction with the Debt Collection Agency, encouraging rate payers to enter into payment arrangements.

The outbreak of COVID-19 and the uncertainty and ever-changing landscape it has created is a concern for Ratepayers. The Revenue Department is encouraging Ratepayers to make contact and enter into manageable Rate payment arrangements. It is anticipated that an increased number of applications for hardship will be received in the coming weeks. These applications will be assessed on a case-by-case basis.

I am confident that the Council will continue to meet the rates collection benchmarks it has set despite the issues mentioned above.

A number of properties with moderate amounts of rates owed have sold in this quarter and this has assisted in reducing outstanding balances. A further 3 properties with large outstanding balances are likely to be sold in the next 6 months.



2. Debtors

A brief list of outstanding debtors as at the end of February and March 2020 is as follows:-

DEBTORS	2019/20	
	<u>END FEBRUARY</u>	<u>END MARCH</u>
GENERAL/SUNDRY/OTHER DEBTORS	\$39,793	\$18,953
RATES LEGAL FEE DEBTORS	\$0	\$0
FOOD INSPECTIONS	\$73.00	\$73.00
HALF COST K&G/FOOTPATH DEBTORS	\$53,818	\$51,798
SEC 355 COMMITTEE LOANS	\$8,972	\$8,972
SWIMMING POOLS	\$0	\$0
CEMETERY DEBTORS	\$367	\$367
GOVERNMENT DEPT GRANTS & SUBSIDIES	\$350,888	\$82,185
STAFF DEBTORS	\$416.00	-\$1,577
STAFF SUPERANNUATION	-\$35,803	-\$41,960
SHIRE LAND SALE DEBTORS	\$24,419	\$35,720
TOCUMWAL AERODROME	\$6,237	\$3,393
TOTAL	\$449,179	\$158,222

In the table above there is no major difference between February and March. The two largest amounts of Half Cost K&G/Footpath Debtors and Government Grants and Subsidies are made up largely of the following;

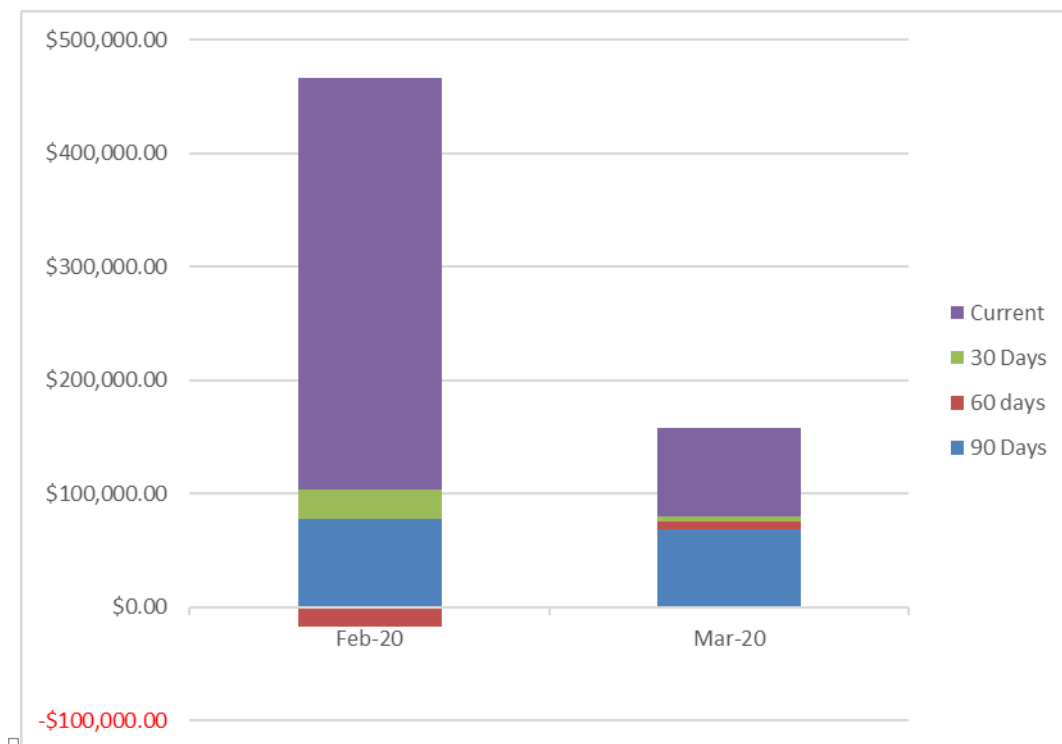
- Half Cost K&G/Footpath - \$51,798

- Government Grants - \$82,185

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

The amount of debt outstanding for over 90 days – made up largely of half-cost scheme debtors.

The amount of debt outstanding over 30 days has increased significantly largely due to the outstanding amounts listed above.



3. Activity

One hardship application has been received due to COVID-19, it is expected that this will increase over the coming weeks.

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

- Reminder letters sent for rates: 532 ratepayers
- Continued to actively work with Ratepayers with large outstanding balances to set up suitable and fair payment arrangements
- Continued work on Rate Estimates for 2020/2021 utilising new land valuations
- Continued improved collections and clearing of balances owed for completed half cost schemes.

8.4 LAND VALUATIONS

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

REPORT

New rateable land values are issued to Berrigan Shire Council from the Office of the Valuer-General (VG) every 3 years. As a result of the recent Revaluation, all landholders in the Berrigan Shire were issued new valuation notices during February 2020.

I have updated all properties on the Councils data base with these new rating values, which will be used for the calculation of the Ordinary Rate levy from 1 July 2020.

This report has been prepared to make Councillors aware of the impact the 2019 land values will have on ratepayers within the Shire.

FARMLAND

The table below shows the total movements, both in dollar value and percentage value in each category of Farmland. There has been a very strong increase in Rural Land values state wide from 2016 to 2019. Land values have increased despite ongoing dry seasonal conditions and zero water allocations. Strong increases have been seen in Berrigan Shire particularly between 2018 and 2019. This is largely due to demand from adjoining or nearby land owners looking to increase the scale and efficiency of their businesses. Land value increases have been most apparent in the potentially irrigable cropping properties.

Please note that two Finley Farmland Properties will be re categorised as Business Alternative Energy – Solar for the 2020/2021 Financial Year. The total value of the land in this new category is \$2,900,000. This will subsequently be subtracted from the Finley Farmland total.

		OLD RATEABLE VALUATIONS	NEW RATEABLE VALUATIONS		
FARMLAND	ASS.	1/07/2016	1/07/2019		
FARMLAND - BERRIGAN	214	\$81,873,090	\$131,152,380	60.18%	▲
FARMLAND - BAROOGA	283	\$113,045,220	\$176,171,390	55.84%	▲
FARMLAND - FINLEY	257	\$63,248,170	\$111,011,370	75.52%	▲
FARMLAND - TOCUMWAL	130	\$48,083,430	\$71,370,020	48.43%	▲
FARMLAND - GRAVELPITS	19	\$4,936,700	\$8,077,200	63.62%	▲
SUMMARY	910	\$311,186,610	\$497,782,360	59.96%	▲

RESIDENTIAL RURAL

Residential Rural properties have shown strong increases in all four towns. The categories based on location have shown similar increases. The table below shows the movement in average land values in each of the sub categories. There are 184 rateable assessments as Residential in Berrigan and Finley. With one Rural Residential Ad Valorem those who fall below the average increase will see a proportionate reduction in rates. Those which have increased above the average will see a proportionate rise in rates.

		OLD RATEABLE VALUES	NEW RATEABLE VALUES		
RESIDENTIAL RURAL	ASS.	1/07/2016	1/07/2019		▲ he movement s
RES RURAL - BAROOGA	147	\$19,646,930	\$26,905,295	36.94%	
RES RURAL - BERRIGAN	82	\$5,477,900	\$6,892,100	25.82%	▲
RES RURAL - FINLEY	102	\$7,924,900	\$9,884,510	24.73%	▲
RES RURAL - TOCUMWAL	204	\$20,633,362	\$28,312,600	37.22%	▲
SUMMARY	535	\$53,683,092	\$71,994,505	34.11%	▲

URBAN AREAS

The following tables show the average movement of land values within the town sub-categories and then the total average for each town as a whole.

BAROOGA	ASS.	OLD VALS 1/07/2016	NEW VALS 1/07/2019	Movement
RESIDENTIAL-BAR	770	\$51,678,470	\$62,617,860	21.17%
BUSINESS Industrial - BAR	3	\$450,500	\$532,000	18.09%
BUSINESS Ordinary - BAR	24	\$2,680,200	\$3,198,000	19.32%
BUSINESS Hospitality - BAR	16	\$5,482,570	\$6,222,040	13.49%
BUSINESS Rural - BAR	8	\$171,160	\$196,795	14.98%
SUMMARY	821	\$60,462,900	\$72,766,795	20.35%

Ave. land value Ave. land value
\$73,500 \$88,500

BERRIGAN	ASS.	OLD VALS 1/07/2016	NEW VALS 1/07/2019	Movement
RESIDENTIAL - BER	450	\$9,642,210	\$11,025,630	14.35%
BUSINESS Industrial - BER	20	\$680,600	\$862,690	26.75%
BUSINESS Ordinary - BER	39	\$890,700	\$1,043,580	17.16%
BUSINESS Hospitality - BER	6	\$468,800	\$520,600	11.05%
BUSINESS rural - BER	4	\$116,400	\$139,900	20.19%
SUMMARY	519	\$11,798,710	\$13,592,400	15.20%

Ave. land value Ave. land value
\$23,000 \$26,000

FINLEY	ASS.	OLD VALS 1/07/2016	NEW VALS 1/07/2019	Movement
RESIDENTIAL - FIN	903	\$24,997,680	\$28,096,100	12.39%
BUSINESS Industrial - FIN	49	\$2,068,000	\$2,701,200	30.62%
BUSINESS Ordinary - FIN	80	\$2,730,600	\$2,979,700	9.12%
BUSINESS Hospitality - FIN	10	\$733,500	\$831,800	13.40%
BUSINESS Rural - FIN	5	\$441,500	\$672,300	52.28%
SUMMARY	1047	\$30,971,280	\$35,281,100	13.92%

Ave. land value Ave. land value
\$29,500 \$33,500

TOCUMWAL	ASS.	OLD VALS 1/07/2016	NEW VALS 1/07/2019	Movement
RESIDENTIAL - TOC	1077	\$66,092,500	\$80,312,340	21.52%
BUSINESS Industrial - TOC	19	\$1,576,000	\$1,837,000	16.56%
BUSINESS Ordinary - TOC	56	\$5,353,400	\$5,950,700	11.16%
BUSINESS Hospitality - TOC	19	\$4,693,100	\$5,211,000	11.04%
BUSINESS Rural - TOC	51	\$4,567,938	\$6,512,480	42.57%
SUMMARY	1235	\$82,282,938	\$99,823,520	21.32%

Ave. land value Ave. land value
\$66,500 \$81,000

RESIDENTIAL	ASS.	OLD VALS 1/07/2016	NEW VALS 1/07/2019	Movement
RESIDENTIAL	26	\$6,092,900	\$5,100,700	-16.28%

The Council's Revenue Policy states "the average valued property in each of the townships will pay approximately the same ordinary rate" This means that regardless of land values the average general rate in Barooga is the same as the average general rate in Berrigan, Finley and Tocumwal.

Any property in the towns whose individual land value has increased more than the town average (as shown), will see a corresponding increase in the Ordinary Rate.

The Valuer-General has already written to all property owners regarding the new valuations; including an information sheet explaining the appeals process should they wish to object to their new valuation.

I have attached relevant pages from Berrigan LGA Final Report to further explain the valuations.

8.5 ABS – REGIONAL POPULATION GROWTH 2018/19

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: 14.145.1

REPORT:

The Australian Bureau of Statistics (ABS) annually releases estimates of the resident populations of a series of sub-national areas - including local government areas. The ABS released the 30 June 2019 figures in March 2020.

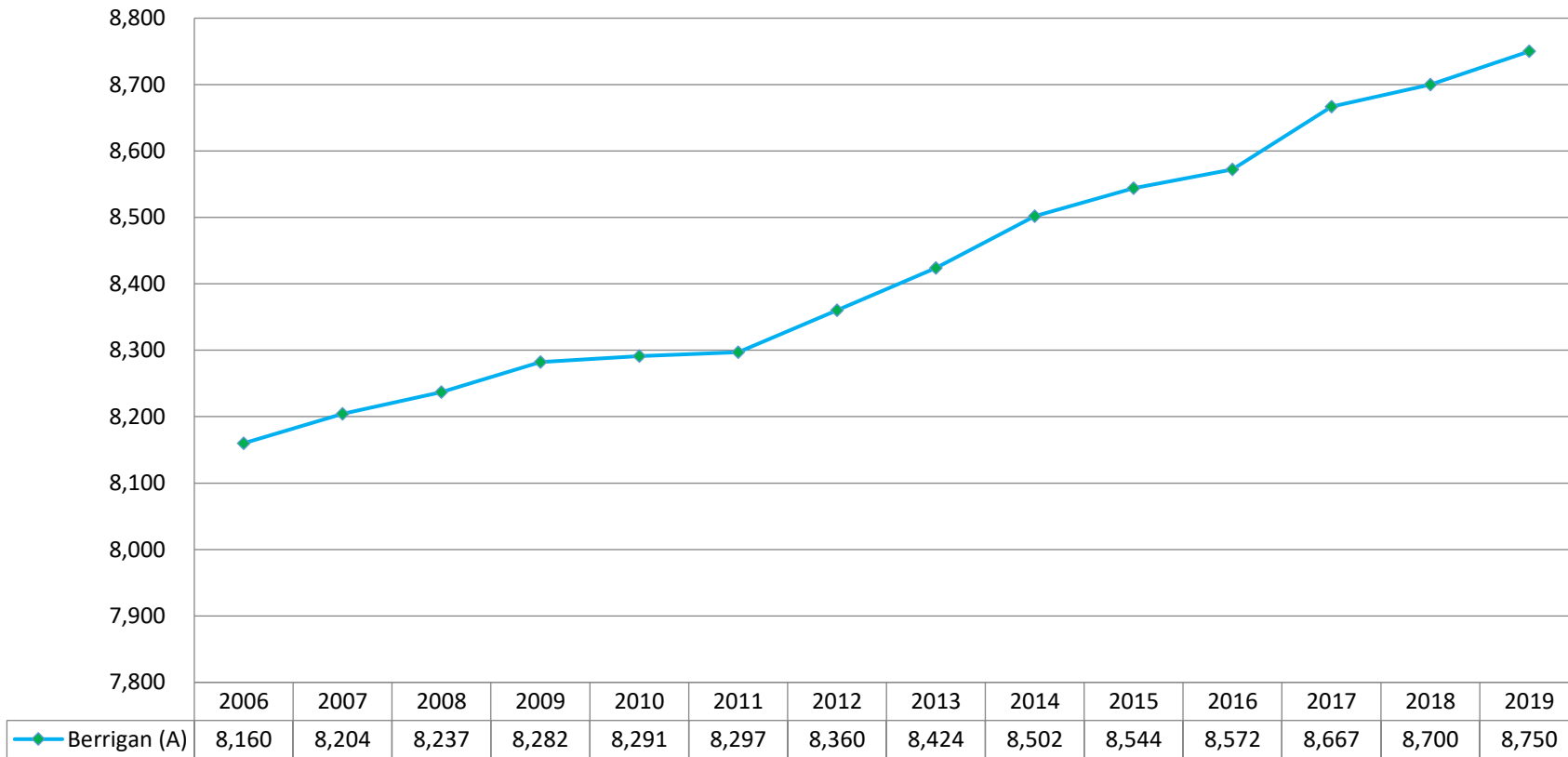
To meet the competing demands for accuracy and timeliness, there are several versions of sub-state population estimates. Preliminary estimates as at 30 June are normally available by March of the following year, revised estimates 12 months later and rebased and final estimates after the following Census. The estimates in this issue are final for 2001 to 2016, revised for 2017 and 2018, and preliminary for 2019.

The estimated resident population for Berrigan Shire at 30 June 2019 is 8,750, an increase of 50 from the previous year (0.6% growth). The increase is the result of 34 overseas migrants and 43 migrants from elsewhere in Australia coming to Berrigan Shire less a natural decrease (births less deaths) of 27.

This increase in resident population is consistent with the 15-year run of uninterrupted population growth as shown in the chart on the following page. There is no reason to consider that this trend of population growth is likely to change in the short to medium term.

Once again, the figures released by the ABS call in to question the methodology used by the NSW Department of Planning Industry and the Environment (DoPIE) in preparing their population projections. The most recent set of population projections released by DoPIE had Berrigan Shire's population peaking at 8,728 in 2036 - a figure the ABS estimated Berrigan Shire has already exceeded in 2019.

Berrigan Shire Estimated Residential Population 2006-2019



8.6 DEVELOPMENT DETERMINATIONS FOR MONTH OF MARCH 2020

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: 7.143.7

REPORT:

APPLICATIONS DETERMINED FOR MARCH 2020

Application	Description	Property Location	Applicant	Owner	Status	Value	Days Taken	
15/20/DA/D5	CARPORT	11-25 CHANTER STREET, BERRIGAN NSW 2712 (Lot52//DP877191)	DAWMAC INDUSTRIES-BERRIGAN	DAWMAC INDUSTRIES PTY LTD	Approved 26-03-2020	\$ 7324.00	Active 0	Total 167
102/20/DA/D9	11 LOT SUBDIVISON	LAWSON DRIVE, BAROOGA NSW 3644 (Lot9//DP1150036)	ESLER & ASSOCIATES	MR M C KEAMY AND MRS S C KEAMY	Approved 12-03-2020	\$ 0.00	Active 39	Total 39
108/20/DA/D1	BV DWELLING & ATTACHED GARAGE	58-62 SNELL ROAD, BAROOGA NSW 3644 (Lot25//DP1049419)	Mr & Mrs N Demaio	MRS T AND MR NA DE MAIO	Approved 04-03-2020	\$ 1300000.00	Active 29	Total 29
115/20/DA/DM	SHIPPING CONTAINER	140 DENILQUIN STREET, TOCUMWAL NSW 2714 (Lot222//DP1135941)	Rebecca Hazelman & Matthew Smallwood	MR MD SMALLWOOD & MS RK HAZLEMAN	Approved 03-03-2020	\$ 0.00	Active 20	Total 20
116/20/DA/D5	VERANDAH	5 WARMATTA STREET, FINLEY NSW 2713 (Lot3//DP386771)	K Dring, & L Searle	MS K A DRING	Approved 17-03-2020	\$ 5500.00	Active 20	Total 20
117/20/DA/D9	2 LOT SUBDIVISON	26 HUTSONS ROAD, TOCUMWAL NSW 2714 (Lot122//DP1070311)	ESLER & ASSOCIATES	MR JM CRAWFORD & MRS LM CRAWFORD	Approved 18-03-2020	\$ 0.00	Active 4	Total 20
118/20/DA/D5	CARPORT	43-49 SNELL ROAD, BAROOGA NSW 3644 (Lot134//DP752274)	O'Halloran Property Service	MR NA SIM & MS JG COMER	Approved 17-03-2020	\$ 12420.00	Active 19	Total 19
120/20/DA/D2	DEMOLITION OF & INSTALL NEW AMENITIES BUILDING	21-31 MURRAY STREET, FINLEY NSW 2713 (Lot7301//DP1141541)	MS Construction Pty Ltd	BERRIGAN COUNCIL CROWN RESERVE	Approved 01-03-2020	\$ 410870.00	Active 3	Total 3
29/20/CD/M5	INGROUND CONCRETE SWIMMING POOL	18 CALAWAY STREET, TOCUMWAL NSW 2714 (Lot91//DP630412)	Mr Matthew Miller	MR MJ MILLER	Approved 03-03-2020	\$ 10000.00	Active 4	Total 4
122/20/DA/DM	SHIPPING CONTAINER	121 DENISON STREET, FINLEY NSW 2713 (Lot4//DP215132)	Frederick J Vance	MR F J A VANCE	Approved 26-03-2020	\$ 0.00	Active 19	Total 19
124/20/DA/DM	DEMOLITION OF DWELLING	8 SUGDEN STREET, TOCUMWAL NSW 2714 (Lot1//DP503158)	Gary Rose	MR GA ROSE	Approved 16-03-2020	\$ 5000.00	Active 11	Total 11
125/20/DA/D2	OFFICE	431 NEWELL HIGHWAY, TOCUMWAL NSW 2714 (Lot2//DP225459)	Yarrowonga Manufactured Housing	ORICA LIMITED (MINING)	Approved 16-03-2020	\$ 0.00	Active 11	Total 11
127/20/DA/D5	RESIDENTIAL STORAGE SHED	164-166 DENILQUIN STREET, TOCUMWAL NSW 2714 (Lot1//DP800473)	Renea Mccallum	MS RD MCCALLUM	Approved 26-03-2020	\$ 10000.00	Active 19	Total 19
30/20/CD/M5	INGROUND FIBREGLASS SWIMMING POOL	6 INGO RENNER DRIVE, TOCUMWAL NSW 2714 (Lot35//DP790167)	Susan Hegarty	SUSAN ELIZABETH HEGARTY	Approved 12-03-2020	\$ 46275.00	Active 9	Total 9
31/20/CD/M5	INGROUND FIBREGLASS SWIMMING POOL	6 BARINYA STREET, BAROOGA NSW 3644 (Lot239//DP752274)	Poolside Cobram	MR R E RYAN	Approved 12-03-2020	\$ 41525.00	Active 6	Total 6

128/20/DA/D5	RESIDENTIAL STORAGE SHED CARPORT	13-15 JERILDERIE STREET, TOCUMWAL NSW 2714 (Lot10/27/DP758981)	Heidi Mcgrath & David Edwards	MR DM EDWARDS AND MS HG MCGRATH	Approved 24-03-2020	\$ 15000.00	Active 17	Total 17
129/20/DA/D5	RESIDENTIAL STORAGE SHED	40 HOYLE STREET, TOCUMWAL NSW 2714 (Lot8/4/DP6464)	George Martin	MR G MARTIN	Approved 12-03-2020	\$ 19000.00	Active 10	Total 10
32/20/CD/M5	INGROUND FIBREGLASS SWIMMING POOL	572 WILTONS ROAD, BOOMANOOMANA NSW 3644 (Lot51//DP752276)	Poolside Cobram	MR J R BRUCE	Approved 12-03-2020	\$ 56900.00	Active 2	Total 2
131/20/DA/DM - M	MODIFICATION TO DEVELOPMENT -	PLATYPUS DRIVE, BAROOGA NSW 3644 (Lot2//DP253590)	Joshua & Sarah Boake	MR JB BOAKE AND MRS SR BOAKE	Approved 16-03-2020	\$ 0.00	Active 2	Total 2
132/20/DA/DM	STORAGE SHED	193 QUICKS ROAD, TOCUMWAL NSW 2714 (Lot65//DP877159)	Peter Hutchinson	R.R.K.D. PTY. LTD.	Approved 26-03-2020	\$ 12000.00	Active 10	Total 10
136/20/DA/D5	PATIO	21 BRIDGET STREET, FINLEY NSW 2713 (Lot130//DP719841)	Phillip Gregory	MR PA GREGORY AND MRS JM GREGORY	Approved 25-03-2020	\$ 4500.00	Active 4	Total 4

APPLICATIONS PENDING DETERMINATION AS AT 31/03/2020

Application No.	Date Lodged	Description	Property Location
86/20/DA/D7	06-12-2019	ABOVEGROUND SWIMMING POOL	17-19 ANZAC AVENUE, TOCUMWAL NSW 2714 (Lot B//DP361991)
88/20/DA/DM	16-12-2019	GENERATOR	51-53 DAVIS STREET, BERRIGAN NSW 2712 (Lot 13//DP739679)
93/20/DA/D9	23-12-2019	13 LOT SUBDIVISION	100 BURMA ROAD, TOCUMWAL NSW 2714 (Lot 4//DP802330)
103/20/DA/DM	17-01-2020	HANGAR	16 LIBERATOR PLACE, TOCUMWAL NSW 2714 (Lot 30//DP1190777)
110/20/DA/D2	31-01-2020	STORAGE SHED	204-208 MURRAY STREET, FINLEY NSW 2713 (Lot 3/26//DP758412)
112/20/DA/DM	31-01-2020	HOME STAY - BACKPACKERS	61-63 MURRAY STREET, TOCUMWAL NSW 2714 (Lot 14//DP841714)
119/20/DA/DM	21-02-2020	AMPHITHEATRE, FISHING PLATFORM & ACCESS TRACKS	(Lot 7002//DP1019579)
123/20/DA/DM	28-02-2020	HANGAR	27 WIRRAWAY COURT, TOCUMWAL NSW 2714 (Lot 43//DP1233177)
130/20/DA/D9	11-03-2020	BOUNDARY REALIGNMENT	148 MCNAIRS ROAD, FINLEY NSW 2713 (Lot 1//DP841328)
133/20/DA/DM	18-03-2020	HANGAR & RESIDENCE	35 WIRRAWAY COURT, TOCUMWAL NSW 2714 (Lot 45//DP1233177)
134/20/DA/D5	18-03-2020	RESIDENTIAL STORAGE SHED	52 MURRAY STREET, FINLEY NSW 2713 (Lot 25/A//DP3407)
135/20/DA/D5	18-03-2020	RESIDENTIAL STORAGE SHED & CARPORT	1-3 COREE STREET, FINLEY NSW 2713 (Lot 5/1//DP758412)
137/20/DA/DO	19-03-2020	RURAL SHED	3075 MULWALA-BAROOGA ROAD, BAROOGA NSW 3644 (Lot 8//DP1027384)
139/20/DA/D5	26-03-2020	RESIDENTIAL STORAGE SHED	26 AMAROO AVENUE, BAROOGA NSW 3644 (Lot 11//DP536517)
140/20/DA/D1	26-03-2020	BV DWELLING & ATTACHED GARAGE	19 GYPSIE CRESCENT, BAROOGA NSW 3644 (Lot 42//DP1110847)

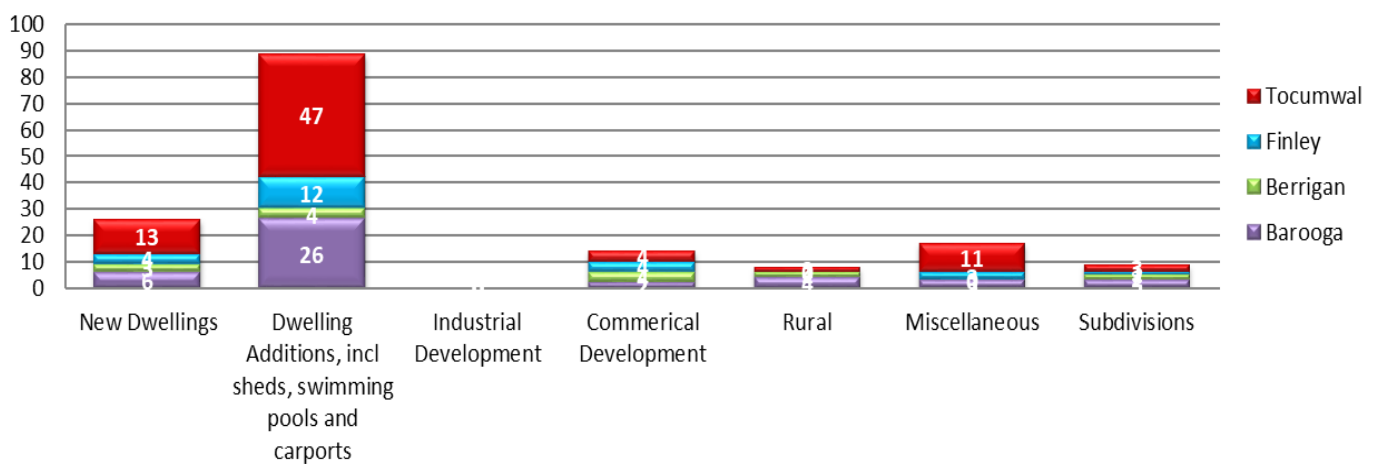
TOTAL APPLICATIONS DETERMINED / ISSUED (including modifications)

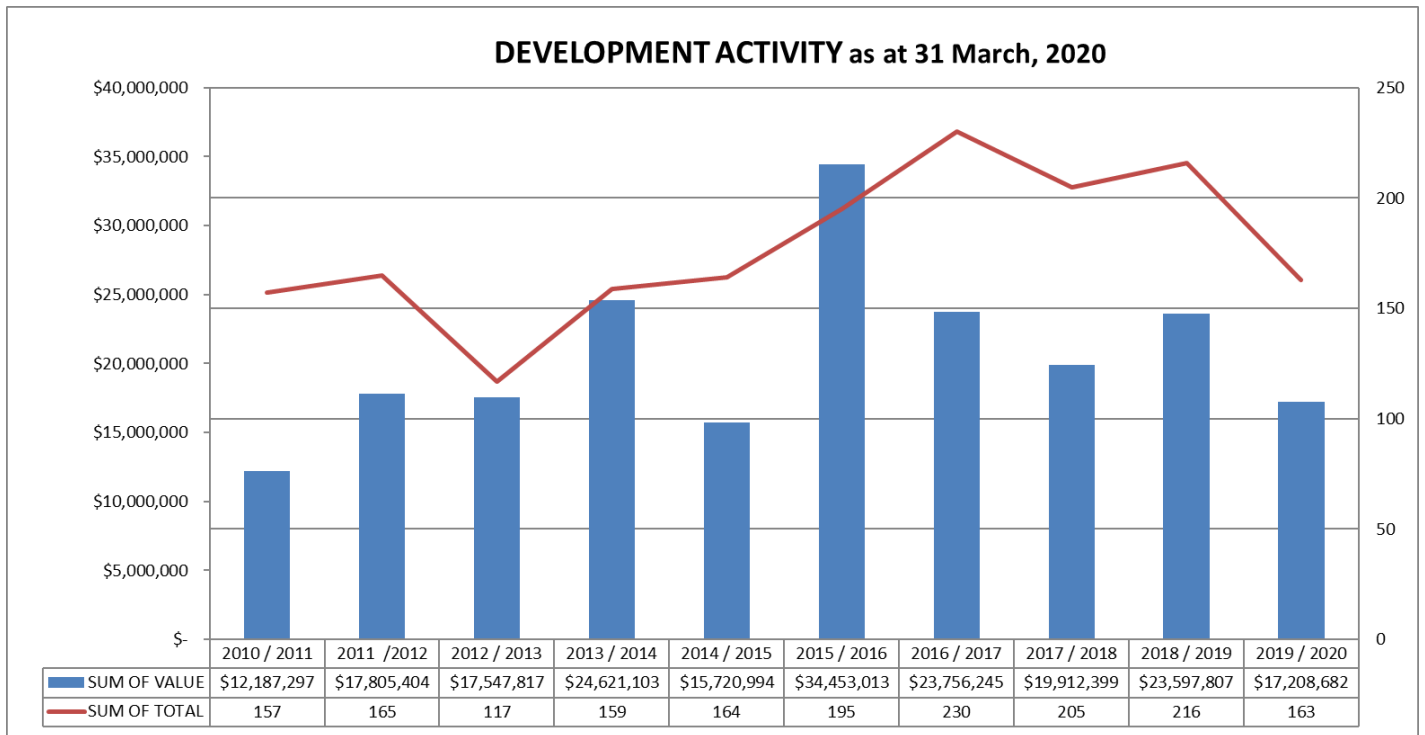
	This Month (March)	Year to Date	This Month's Value (March)	Year to Date Value
<i>Development Applications (DA)</i>	18	132	\$1,961,614	\$14,319,540
<i>Construction Certificates (CC)</i>	10	109	\$1,146,936	\$12,828,795
<i>Complying Development Certificates (CDC)</i>	4	31	\$154,700	\$2,889,142
<i>Local Activity (s.68)</i>	1	56		

OTHER CERTIFICATES ISSUED FOR MARCH 2020

	s10.7(2) Planning Certificate		s10.7(5) Certificate		735A Certificate Outstanding Notices or Orders under LG Act 1993		s9.34 Certificate Outstanding Notices or Orders under EP&A Act 1979		s6.24 Building Certificate		Swimming Pool Certificate	
	MAR	Year Total	MAR	Year Total	MAR	Year Total	MAR	Year Total	MAR	Year Total	MAR	Year Total
BAROOGA	12	80	0	6	0	3	0	1	0	1	1	5
BERRIGAN	3	41	0	3	0	9	1	5	0	1	1	8
FINLEY	13	99	1	15	1	7	1	3	1	1	0	10
TOCUMWAL	14	120	1	5	0	2	0	0	0	5	0	2
TOTAL	42	340	2	29	1	21	2	9	1	8	2	25

DEVELOPMENT ACTIVITY 2019/2020 as at 31 March, 2020





9. CLOSED COUNCIL

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

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

The matters and information are the following:

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

9.1 TENDER T11/19/20 APEX AND HAYES PARK REDEVELOPMENT – JERILDERIE & DAVIS STREET, BERRIGAN

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

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

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

9.2 STAFF ARRANGEMENTS COVID-19

This item is classified CONFIDENTIAL under section 10A(2) 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 the information contained in this report.

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*.

9.1 TENDER T11/19/20 APEX AND HAYES PARK REDEVELOPMENT – JERILDERIE & DAVIS STREET, BERRIGAN

9.2 STAFF ARRANGEMENTS COVID-19

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

Open Council resumed at

RESOLUTIONS FROM THE CLOSED COUNCIL MEETING

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

10.1 LOCAL TRAFFIC COMMITTEE

AUTHOR: Assets & Operations 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: 30.106.1

RECOMMENDATION: that the Council adopt the following recommendations from the Local Traffic Committee Meeting held on Thursday 12th March, 2020:

That the Council:

1. That the parking locations in Finley set out below (as suggested by the Finley Dementia Friends Alliance) are assessed for compliance with the DDA (Disabled Discrimination Act) and are also assessed against other Finley locations with the view to making the region more DDA compliant and all ability access friendly:
 - a) Pinnuck Street, on northern side adjacent to the arcade;
 - b) Pinnuck Street, northern side adjacent to the Tuppal Hotel.
Change to parallel parking; and
 - c) Burton Street, northern side
2. That existing faded signs in Finley be assessed as to whether they are still warranted or not. If the signs are not warranted it is recommended that they be removed by Council. If any of the signs are warranted or may be disputed they will be identified, listed and taken to the next Local Traffic Committee meeting for review. Any signs located on the State Roads will be forwarded to Transport NSW for consideration and funding to have the sign replaced or removed.
3. That the Council approve Litter Deterrent Signs and install signs on the west side of Dean Street at 221 Newell Highway, Tocumwal to warn motorists of the intention to reduce littering.
4. That the Council defer the decision on the application from Premier Feed & Fibre Pty Ltd and seek further information with regard to the proposed vehicle access points to the property on the Corner of Rice Mill Road and James Court, Finley. The information requested will need to show all proposed turning movements for the silo loading area and weighing area necessary for B-double access. The applicant will need to provide options around using existing access points and consider the relocation of the proposed silo loading area. Once this information is provided the Council staff will arrange a LTC meeting to consider and recommend a preferred option to Council.

REPORT:

All items referred to the Local Traffic Committee have been fully investigated, consulted and proposed actions identified in the recommendations listed above.

The ANZAC Day parades in Finley, Berrigan & Tocumwal for 2020 have been cancelled due to COVID-19.

A copy of the minutes is attached as **Appendix "N"**

11. MAYOR'S REPORT

RECOMMENDATION that the Mayor's Report be received.

12. DELEGATES REPORT

13. BUSINESS ARISING