



Minutes of the Council Meeting held in the Council Chambers on Wednesday, 14th December, 2016 commencing at 9.15 am.

Min. No. Present: Cr. Matthew Hannan (Mayor)
Crs: Ross Bodey, John Bruce, Bernard Curtin, Denis Glanville, Colin Jones, Daryll Morris, John Taylor, Director of Corporate Services (Matthew Hansen), Director Technical Services (Fred Exton), Development Manager (Laurie Stevens) and General Manager (Rowan Perkins).

Declaration of Items of Pecuniary and other Interests
nil

4. CONFIRMATION OF MINUTES

320 RESOLVED Crs: Glanville and Morris that the Minutes of the meeting held in the Council Chambers on Wednesday 16th November, 2016 be confirmed.

5.1 FINANCE – ACCOUNTS

AUTHOR: Finance Manager

STRATEGIC OUTCOME: Good government

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

321 RESOLVED Crs: Bruce and Jones that the Financial Statement, Bank Reconciliation Certificate and Petty Cash Book made up to 30 November 2016, be received and that the accounts paid as per Warrant No. 11/16 totalling \$1,409,519.78 be confirmed.

5.2 FINLEY COMMUNITY HELP GROUP COMMITTEE OF MANAGEMENT

AUTHOR: General Manager

STRATEGIC OUTCOME: Good government

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

FILE NO: 03.159.1

322 RESOLVED Crs: Glanville and Jones that the Council:

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- A) Revoke existing members of the Finley Community Help Group Committee of Management.
- B) pursuant to Section 355 of the Local Government Act, 1993, appoint the following persons to the FINLEY COMMUNITY HELP GROUP Committee of Management:

President Barry Dawe
Secretary Penelope (Nella) McNamara
Treasurer Louis Kochel
Committee Gwen James, Joyce Thomas, Marj Kable, Joyce Lewis, Brian Anderson, Jenny Douglas, Peter Larsen, Kaylene Dawe, Margaret Lacy, James Elliott, Errol Cicolini, Ken Gardiner, Barbara Wilson, Julie Hannan, Di Crawford, Julie Loughman, Denise Thomas, Des Thomas

5.3 TOCUMWAL RECREATION RESERVE COMMITTEE OF MANAGEMENT

AUTHOR: General Manager

STRATEGIC OUTCOME: Good government

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

FILE NO: 03.159.1

323 RESOLVED Crs: Glanville and Jones that the Council:

- A) Revoke existing members of the Tocumwal Recreation Reserve Committee of Management.
- C) pursuant to Section 355 of the Local Government Act, 1993, appoint the following persons to the TOCUMWAL RECREATION RESERVE Committee of Management:

President Alan Jones
Secretary Barbara Cullen
Treasurer Alan Jones
Committee Jim Cullen, Bill fuller, Mark Barker, David Baldwin, Paul McCallum, Carl Cummins, Malcolm Haynes, Liz Lang

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5.4 REVOCATION OF COUNCIL POLICIES

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Good government

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

FILE NO:

324 RESOLVED Crs: Bruce and Bodey that the Council revoke the following Council policies:

- 49 – Tocumwal Aerodrome Runway 04-22
- 06 – Hire of Plant for Council Works

5.5 RELATED PARTY DISCLOSURE POLICY

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Supported and engaged
communities

STRATEGIC OBJECTIVE: 3.1 Create safe, friendly and
accessible communities

FILE NO: 12.019.1

MOVED Crs: Bruce and Jones that the Council adopt the following Policy for Related Party Disclosure:

File Reference No: 12.019.1 02.103.1

Strategic Outcome: Good government

Date of Adoption: 14/12/2016

Date for Review: 16/12/2020

Responsible Officer: Director Corporate Services _____

1. POLICY STATEMENT

2. PURPOSE

The policy is designed to ensure that Council's financial statements comply with the disclosure requirements under the Australian Accounting Standard AASB 124 Related Party Disclosures.

Under AASB 124 the Council is obliged to disclose related party relationships, transactions and outstanding balances, including commitments, in the annual financial statements

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These disclosures draw attention to the possibility that Council's financial position and profit or loss may have been affected by the existence of transactions with a related party and outstanding balances with such parties.

3. SCOPE

This policy applies to the implementation of AASB 124: Related Party Disclosures when preparing and auditing the Council's Financial Statements.

This policy is to be applied across all Council functions and activities and may impact on all Councillors, Council officers, Council volunteers and other agents of the Council.

4. OBJECTIVE

This policy is developed to assist the Council with the following Delivery Plan Objectives:

2.2.1 Meet legislative requirements for Council elections, local government and integrated planning and reporting

2.2.2 Council operations support ethical, transparent and accountable corporate governance

5. DEFINITIONS

Close family members of a person shall mean those family members who may be expected to influence, or be influenced by, that person in their dealings with the Council.

Control shall mean the ability to direct the business' activities of an entity through rights or exposure to returns from its involvement with the entity.

Ordinary Citizen Transactions (OCT) shall mean transactions with a related party that are made on terms that are considered reasonable if the parties were dealing at 'arm's length

Key Management Personnel (KMP) shall mean those persons having authority and responsibility for planning, directing and controlling the activities of Council or Council entities, directly or indirectly.

"Possible (Possibly) Close members of the family of a person"
- are those family members who could be expected to influence, or be influenced by, that person in their dealings with the Council and include:

1. that person's brothers' and sisters';

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2. aunts', uncles', and cousins' of that person's spouse or domestic partner;
3. dependants of those persons' or that person's spouse or domestic partner as stated in (b); and
4. that person's or that person's spouse or domestic partners', parents' and grandparents'.

Related Party Transaction shall mean the transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.

6. POLICY IMPLEMENTATION

6.1. Identifying Related Parties

A person or entity is a related party of Council if any of the following apply:

1. They are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others).
2. They are an associate or belong to a joint venture of which Council is part of.
3. They and Council are joint ventures of the same third party.
4. They are part of a joint venture of a third party and council is an associate of the third party.
5. They are a post-employment benefit plan for the benefit of employees of either Council or an entity related to Council.
6. They are controlled or jointly controlled by Close members of the family of a person.
7. They are identified as a close or possibly close member of the family of a person with significant influence over Council or a close or possibly close member of the family of a person who is a KMP of Council.
8. They, or any member of a group of which they are a part, provide KMP services to Council.

For the purposes of this Policy, related parties of Council include the following:

1. Entities related to Council;
2. Key Management Personnel (KMP) of Council
3. Close family members of KMP;
4. Possible close family members of KMP's; and
5. Entities or persons that are controlled or jointly controlled by KMP, or their close family members, or their possible close family members

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6.2. Key Management Personnel

The following positions are considered to be Key Management Personnel

- Councillors
- General Manager
- Director Technical Services
- Director Corporate Services
- Finance Manager
- Development Manager
- Works Manager
- Executive Engineer

The list above is not exhaustive. Other positions within Council may also be considered Key Management Personnel depending on their role and/or responsibilities.

6.2.1. *Obligations of Key Management Personnel*

To assist the Council to identify potential related party transactions, KMPs and other persons occupying or acting in the positions disclosed are required to complete a related party declaration to assist Council in compliance with its statutory obligations.

Declarations from KMPs are requested at the following times:

- When initially appointed as a KMP
- By 30 September every financial year following – in line with the Councillors and Designated Persons Return
- Where their circumstances materially change.

KMPs are also obliged to inform the Council if they become aware of any transactions or potential transactions (other than Ordinary Citizen Transactions) that may potentially be a related party transaction.

6.3. Ordinary Citizen Transactions

Transactions with related parties of the Council which are of a nature that any ordinary citizen would undertake will not be captured and reported.

If an OCT occurs on terms and conditions that are different to those offered to the general public, the transaction will be captured and if required reported in the financial statements.

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6.4. Transaction Capture

Management is to implement a system and processes for capture of related party transactions and record keeping requirements.

This process will outline how transactions are identified and captured, including

- the identification of transactions that do not pass through Council's accounting system, and
- the capture of associated terms and conditions of related party transactions.

6.5. Disclosure

Transactions between the Council and related parties, whether monetary or not, are required to be identified. Disclosure of these transactions within the annual financial statements will be determined in accordance with materiality by assessment against nature and size when considered individually and collectively.

Materiality thresholds are reviewed annually as part of the audit process and reported related party disclosures will be in compliance with the framework of the AASB 124 and other relevant standards, as required.

The Council will be cognisant of privacy and right to information requirements when dealing with the identification, retention and disclosure of related party transactions.

7. RELATED POLICIES OR STRATEGIES

7.1. Legislation

- *Local Government Act 1993*
- *Government Information (Public Access) Act 2009*
- *Privacy and Personal Information Protection Act 1998*
- Australian Accounting Standard AASB 124: Related Party Disclosures
- Office of Local Government Code of Accounting Practice and Financial Reporting

7.2. Council policies and guidelines

- Berrigan Shire Council Code of Conduct
- Procurement and Disposal Policy

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325 **AMENDMENT MOVED** Crs Taylor and Morris that the Council adopt the Related Party Disclosure Policy, as set out below

File Reference No: 12.019.1 02.103.1

Strategic Outcome: Good government

Date of Adoption: 14/12/2016

Date for Review: 16/12/2020

Responsible Officer: Director Corporate Services _____

1. POLICY STATEMENT

2. PURPOSE

The policy is designed to ensure that Council's financial statements comply with the disclosure requirements under the Australian Accounting Standard AASB 124 Related Party Disclosures.

Under AASB 124 the Council is obliged to disclose related party relationships, transactions and outstanding balances, including commitments, in the annual financial statements

These disclosures draw attention to the possibility that Council's financial position and profit or loss may have been affected by the existence of transactions with a related party and outstanding balances with such parties.

3. SCOPE

This policy applies to the implementation of AASB 124: Related Party Disclosures when preparing and auditing the Council's Financial Statements.

This policy is to be applied across all Council functions and activities and may impact on all Councillors, Council officers, Council volunteers and other agents of the Council.

4. OBJECTIVE

This policy is developed to assist the Council with the following Delivery Plan Objectives:

2.2.1 Meet legislative requirements for Council elections, local government and integrated planning and reporting

2.2.2 Council operations support ethical, transparent and accountable corporate governance

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5. DEFINITIONS

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Control shall mean the ability to direct the business' activities of an entity through rights or exposure to returns from its involvement with the entity.

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Key Management Personnel (KMP) shall mean those persons having authority and responsibility for planning, directing and controlling the activities of Council or Council entities, directly or indirectly.

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- are those family members who could be expected to influence, or be influenced by, that person in their dealings with the Council and include:

5. that person's brothers' and sisters';
6. aunts', uncles', and cousins' of that person's spouse or domestic partner;
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8. that person's or that person's spouse or domestic partners', parents' and grandparents'.

Related Party Transaction shall mean the transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.

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2. They are an associate or belong to a joint venture of which Council is part of.
3. They and Council are joint ventures of the same third party.

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4. They are part of a joint venture of a third party and council is an associate of the third party.
5. They are a post-employment benefit plan for the benefit of employees of either Council or an entity related to Council.
6. They are controlled or jointly controlled by Close members of the family of a person.
7. They are identified as a close or possibly close member of the family of a person with significant influence over Council or a close or possibly close member of the family of a person who is a KMP of Council.
8. They, or any member of a group of which they are a part, provide KMP services to Council.

For the purposes of this Policy, related parties of Council include the following:

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disclosed are required to complete a related party declaration to assist Council in compliance with its statutory obligations.

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This process will outline how transactions are identified and captured, including

- the identification of transactions that do not pass through Council's accounting system, and
- the capture of associated terms and conditions of related party transactions.

6.5. Disclosure

Transactions between the Council and related parties, whether monetary or not, are required to be identified. Disclosure of these transactions within the annual financial statements will be determined in accordance with materiality by assessment against nature and size when considered individually and collectively.

Materiality thresholds are reviewed annually as part of the audit process and reported related party disclosures will be in

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compliance with the framework of the AASB 124 and other relevant standards, as required.

As a general guide, transactions under \$10,000 will not be considered material unless the transaction is of a nature that disclosure would reasonably be merited.

The Council will be cognisant of privacy and right to information requirements when dealing with the identification, retention and disclosure of related party transactions.

7. RELATED POLICIES OR STRATEGIES

7.1. Legislation

- *Local Government Act 1993*
- *Government Information (Public Access) Act 2009*
- *Privacy and Personal Information Protection Act 1998*
- Australian Accounting Standard AASB 124: Related Party Disclosures
- Office of Local Government Code of Accounting Practice and Financial Reporting

7.2. Council policies and guidelines

- Berrigan Shire Council Code of Conduct
- Procurement and Disposal Policy

The amendment became the motion and was put and carried.

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5.6 POLICY FOR USE OF THE COUNCIL CHAMBERS

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Supported and engaged communities

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

FILE NO: 05.101.2

326 RESOLVED Crs: Bodey and Morris that the Council:

- Revoke its Policy for Use of the Council Chambers; and
- Adopt the Policy for Use of the Council Chambers set out below.

File Reference No: 05.101.2

Strategic Outcome: Good government

Date of Adoption: 14/12/2016

Date for Review: 16/12/2020

Responsible Officer: Director Corporate Services _____

1. POLICY STATEMENT

The Berrigan Shire Council Chambers is a venue suitable for use by a range of groups for meetings. The Council has an interest in ensuring that the space is made available to these groups.

However, the Council has interests that it needs to ensure are protected as part of this use. These include:

- Security of the Council Administration Office as a whole
- Workplace Health and Safety issues relating to the Council Administration Office's status as a workplace
- The perception of others of Council endorsement of the views of other groups using the Chambers.

It is important that these competing aims are assessed when allowing use of the Council Chambers by groups other than the Council.

2. PURPOSE

This policy aims to regulate the use of the Council Chambers by organisations other than Berrigan Shire Council.

Min. No.

3. SCOPE

This policy applies to:

- Community groups and other organisations wishing to use the Council Chambers as a meeting venue.
- Council staff responsible for managing the use of Council facilities.

4. OBJECTIVE

This policy is developed to assist the Council with Operational Plan Objective 2.2.2.

Council operations support ethical, transparent and accountable corporate governance.

5. DEFINITIONS

The “Council Chambers” is defined as the room in the Council Administration Office building where the Council meetings are held as well as the adjoining Mayoral office, kitchen and associated toilets.

The “Council Chambers” does not include other rooms and spaces in the Council Administration Office building.

6. POLICY IMPLEMENTATION

6.1. Use by the Council

The primary use of the Council Chambers is for meetings of the Council and its committees and this use takes priority over all others.

Other internal uses should be made booked the Council’s usual booking procedures.

The Council Chambers may also be used for other Civic and Mayoral receptions convened by the Council or other meetings deemed by the General Manager, the Mayor or the Council as a whole to be directly associated with the Council’s activities.

6.2. Use by community groups and other government agencies

Meetings for community purposes or by other government agencies will be permitted in the Council Chambers with the authorisation of the General Manager, or the Council by resolution.

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The group wishing to hold the meeting will appoint a designated person to be responsible for the security of the Council's building and property during and following the meeting.

The designated person will also be responsible for the safety of the persons attending the meeting and ensure that all attendees follow the Council's workplace health and safety policies and procedures.

No fee shall be payable for use of the Council Chambers by authorised groups.

Unless specifically requested, groups using the Council Chambers will **not** be required to provide evidence of public liability insurance coverage.

6.3. Prohibited use

Meetings supporting political parties or candidates shall not be held in the Council Chambers.

6.4. Bookings

To ensure that double-bookings are avoided, all use of the Council chambers by external organisations is to be booked through the Council's formal booking procedure via the Council's customer service team. On booking, the user body will be provided with a copy of this policy.

External organisations using the Council chambers are to supply their own refreshments such as tea, coffee, milk and the like.

Groups wishing to use the overhead projector or the Council's wi-fi must contact the Council's Information Technology team in advance.

7. RELATED POLICIES OR STRATEGIES

- *Local Government Act 1993*
- *Work Health and Safety Act 2011*
- *Berrigan Shire Council Code of Conduct*
- *Policy 37 - Payment of Expenses and Provision of Facilities to Councillors*
- *Policy 124 – Work Health and Safety Policy*

Min. No.

5.7 POLICY FOR NAMING OF COMMUNITY FACILITIES AND PUBLIC PLACES

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Supported and engaged communities

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

FILE NO:

327 RESOLVED Crs: Morris and Jones that the Council:

- Revoke its Policy for Naming of Community Facilities and Open Space; and
- Adopt the Policy for Naming of Community Facilities and Public Places set out below.

File Reference No:

Strategic Outcome: Supported and engaged communities

Date of Adoption: 14/12/2016

Date for Review: 16/12/2020

Responsible Officer: Director Corporate Services

1. POLICY STATEMENT

It is often appropriate to name Council-controlled community facilities and public places to recognise and honour the history and culture of Berrigan Shire and its community.

When naming these facilities, it is important that the names chosen are appropriate and that the views of relevant stakeholders are given consideration and weight. It is also important that a consistent process is used to determine the names chosen for a facility.

This policy provides a consistent and open process to determine appropriate and relevant names that reflect the history and culture of Berrigan Shire and its community.

2. PURPOSE

The purpose of this policy is to ensure:

- A consistent process is followed when naming Council controlled community facilities and public places
- Names chosen for Council-controlled community facilities and public places are appropriate and enjoy community support

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- All parties involved in naming relevant facilities understand the Council's process.
- Recognition of places and people with historic, scenic and/or cultural significance.
- The names of relevant facilities and the rationales behind the naming are recorded and stored for future reference.

3. SCOPE

This policy applies to the naming of Council-controlled facilities and public places, including and not limited to buildings and structures, fixed equipment, parks and sporting fields.

The policy applies to facilities and public places owned directly by the Council as well as Crown Land where the Council is trustee. The policy also applies where the Council has delegated care, control and management of the facilities to a volunteer committee of the Council.

The policy does not apply to the naming of Council roads and streets, which are covered by the Council's Street Naming and Addressing Policy. The policy does not apply to the naming of geographical or topographical features which are covered by the Geographic Names Board.

4. OBJECTIVE

This policy is developed to assist the Council with Operational Plan Objective 3.2.1.2.3

Lead strategic management of recreation and open space facilities.

5. DEFINITIONS

Committee of Management – A committee established under s355 of the Local Government Act 1993 to exercise a function of the Council. In this case, the volunteer committees of the Council delegated care, control and management of Council's community facilities.

Facility – A park, piece of open space, building, oval, garden, court or other public place owned by the Council and managed directly or through a Committee of Management. This may be on land owned by the Council or Crown Land for which the Council is trustee.

User body – A group that makes use of a Council-provided community facility

6. POLICY IMPLEMENTATION

6.1 General principles

It is intended that facilities would be named after individuals only in exceptional circumstances and that such naming would:

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- Commemorate and recognise individuals, institutions or events that contributed significantly to the betterment of the Berrigan Shire community.
- Demonstrated achievement at a high level
- Portray the appropriate physical, historical or cultural character of the area/place concerned
- Be consistent with the overall interest, values and expectation of the Berrigan Shire community
- Be consistent with the relevant legislation and Geographical Names Board Guidelines where applicable.

6.2 Process

Names for Council-controlled community facilities and public places may be proposed by:

- Councillors
- Council staff
- The responsible volunteer Committee of Management
- User bodies using the facility
- Other community groups and government organisations
- The general public

Requests for naming or renaming a facility must be submitted to the Council in writing and include sufficient information on the name and its link to the facility to allow the Council to make a decision.

Council officers will consult with relevant parties in a discreet fashion about the proposed name and prepare a report for the Council.

If the facility is proposed to be named after a living person, the Council will require that person's express approval.

Before a deceased person's name is proposed for naming, the deceased person's next of kin or appropriate relative will be consulted where practicable,

While there is no obligation to undergo a public consultation process, the Council may seek public comment should it feel it to be appropriate.

As a result of the consultation process, the Council will not promise and cannot guarantee confidentiality regarding any naming proposal put forward.

Approval of the proposed name will then be determined by the Council by means of a Council resolution based on the report provided and the judgement of the Council.

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6.3 Appropriate names

The Council will not approve naming facilities after sponsors; however individual rooms and features may be informally named as such by user bodies on a temporary basis.

As a general rule, facilities will not be named for members of Council staff, Councillors or those formally associated with Council, as long as that formal relationship exists. An exception may be made where the naming is specifically to honour the Councillor's or staff member's service outside their formal Council role.

6.4 Miscellaneous

The Council will ensure the origin of the name will be clearly stated and recorded.

Once approved, the installation and type of signage will be coordinated by the Council with the cost being borne by the applicant of the request. Only in extraordinary circumstances will the Council cover the cost of purchasing and installing signage.

If a facility that has been named is removed or replaced for any reason, or the nature of the facility changes, Council is not obliged to retain the name.

7. RELATED LEGISLATION, POLICIES AND STRATEGIES

7.1 Legislation

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- Geographical Naming Board of New South Wales Guidelines for the Determination of Place Names

7.2 Council policies

- Berrigan Shire Council Code of Conduct
- *Berrigan Shire 2023* (Community Strategic Plan)
- Street Naming and Addressing Policy

Min. No.

5.8 POLICY FOR STREET NAMING AND ADDRESSING

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Supported and engaged communities

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

FILE NO:

328 RESOLVED Crs: Morris and Glanville that the Council:

- Revoke its Policy for Street and Public Place Naming; and
- Adopt the Policy for Street Naming and Addressing set out below.

File Reference No:

Strategic Outcome: Good government

Date of Adoption: 14/12/2016

Date for Review: 16/12/2020

Responsible Officer: Director Corporate Services

1. POLICY STATEMENT

As the Roads Authority, the Council has responsibility for managing and approving the naming and renaming of public and private roads, and allocating street addresses, within the Berrigan Shire Local Government Area.

In fulfilling this function, the Council is obliged to follow the processes and principles set down in relevant legislation and other guidelines issued by the NSW government and its agencies.

The Council receives numerous street naming, renaming and addressing requests every year from members of the public. These requests range from formalising long used unofficial street names, the naming of unnamed roads and streets (including roads identified only by an engineering road number), as well as requests to change existing road and street names. Subdivisions and other developments often lead to requests for street addresses from the public

Street naming or renaming requests are also generated internally either as a result of Council's own road construction activity or as anomalies in road naming or addressing are identified.

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2. PURPOSE

The purpose of this policy is to ensure that:

1. The Council meets its statutory and regulatory obligations when naming and renaming roads and providing road addresses
2. Emergency services are able to identify and access all properties in a timely manner
3. Utility services, including electricity, gas, water, telecommunications and postal services, are able to uniquely and accurately identify the properties that they serve.
4. Inconvenience to residents and ratepayers is minimised, as far as possible
5. The names of roads and streets, and the rationales behind their naming, are recorded and stored for future reference.

3. SCOPE

This policy applies to all requests made to Council, or requirements of Council, to name or rename public and private roads and streets, and allocate or amend street addresses

4. OBJECTIVE

This policy is developed to assist the Council with Operational Plan Objective 1.3.1.5

Exercise delegated functions under the Roads Act 1983

5. DEFINITIONS

GNB: Geographical Names Board of New South Wales

Non-continuous road: A road or street with a barrier that does not allow vehicular access from at least one direction. This may be a natural barrier, such as a creek, or a constructed barrier.

RMS: Roads and Maritime Services

Road naming: The naming of an unnamed road or street, and includes roads only referenced by an engineering road number

Road renaming: The naming of a road or street that already has a name

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6. POLICY IMPLEMENTATION

6.1 General principles

When naming or renaming roads and streets, the Council will take into account the following principles:

- Portray the appropriate physical, historical or cultural character of the area/place concerned
- Roads and streets should not be named after living people
- Roads and streets with the same name should be continuous
- Consistency with the overall interest, values and expectation of the Berrigan Shire community
- Consistency with the relevant legislation and GNB principles

Note that the above principles do not oblige the Council to rename or re-address any existing streets or streets addresses until such time as a request – internal or external – is made. (See section 6.4 below)

6.2 GNB principles

Road name requests will be assessed against the Principles of Road Naming contained in the GNB's NSW Addressing User Manual. These principles are as follows:

- Principle 1 – Ensuring Public Safety and Service Delivery
- Principle 2 – Language
- Principle 3 – Roads to be named
- Principle 4 – Uniqueness, Duplication
- Principle 5 – Acceptable Road Names
- Principle 6 – Commemorative Road Names
- Principle 7 – Road Extents
- Principle 8 – Suffixes, Prefixes and Directional Indicators
- Principle 9 – Amending Road Names
- Principle 10 – Road Types
- Principle 11 – Cross-Jurisdictional Naming or Renaming

6.3 Process

When naming, renaming or addressing, the Council will follow all legislation, regulation, policy and guidelines set down by GMB and other appropriate authorities.

The Council will follow up GMB and other agencies to ensure that the new street names and addresses are being accurately and timely disseminated to the relevant authorities.

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6.4 Retrospective naming and addressing

6.4.1 When the Council will rename roads and streets

The Council acknowledges that many of its existing road and street names and addresses do not meet current GNB naming policies and guidelines. This may be the result of:

- Non-continuous roads and streets sharing a name
- Duplicate street names with the local government area
- The use of suffixes, prefixes and directional indicators (i.e. Old Cobram Road, Barooga St Nth)
- The use of “ranged” street numbers (i.e.223-229 Murray St Finley)

Despite this non-compliance, the Council is not obliged to correct these existing naming issues until such time as it feels it is appropriate.

When considering whether to rename and/or re-address existing streets and properties, the Council will consider:

- The potential risk to life and property resulting from delayed response from emergency services caused by inconsistent or ambiguous street names and address
- The temporary inconvenience to residents and business owners resulting from a change in address.

The Council will not move to rename and re-address these roads and streets without consulting with affected residents and businesses, emergency services, utility providers and the general public.

6.4.2 How the Council will rename and re-address roads and streets

When renaming an existing non-continuous road or street the Council will, where possible and feasible, work to minimise the number of properties that will require a change of street address.

This will usually mean the section of the non-continuous road or street where the street numbering begins will retain the existing name and the section of the road or street where the street numbering finishes will be given the new name.

This prevents all residents and businesses on the affected road or street having to change their address.

Min. No.

Example:

Renaming Smith Street, which is not continuous from 21 Smith Street onwards.

- 1-20 Smith Street – addresses are unchanged
- 21-60 Smith Street – readdressed as 1-40 Jones St

6.4.3 What assistance the Council will provide when renaming roads and streets

Where the Council is renaming and/or readdressing to bring its names and addresses into compliance with GNB addressing policies and guidelines, the Council will provide assistance to affected residents including:

- Direct notification of utility providers (electricity, telephone, post, gas) and other services
- Templates to use to advise other organisations of the new address
- Notification of the local Chamber of Commerce or equivalent
- Supply of other material such as fridge magnets and address conversion tables to assist in reducing the risk of a delay in an emergency during the changeover period.

Where a street has been renamed, a temporary street sign showing the former name (i.e. “Formerly “X” Street) will be in place for at least a two year period.

6.5 Miscellaneous

The Council will ensure the origin of the name will be clearly stated and recorded.

Clearly visible street signs are to be erected at a standard incorporating Berrigan Shire Council logo with black on white luminous background.

7. RELATED LEGISLATION, POLICIES AND STRATEGIES

7.1 Legislation

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- *Roads Act 1983*
- *Roads Regulation 2008*

7.2 Other guidelines

- GNB Address Policy
- GNB Retrospective Address Policy

Min. No.

- GNB Addressing User Manual
- GNB Guidelines for the Determination of Place Names

7.3 Council policies

- Berrigan Shire Council Code of Conduct
- *Berrigan Shire 2023* (Community Strategic Plan)

Min. No.

5.9 POLICY FOR STREET BANNERS

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Supported and engaged communities

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

FILE NO: 28.167.6

329 RESOLVED Crs: Morris and Jones that the Council:

- Revoke its Policy for Street Banners; and
- Adopt the Policy for Street Banners set out below.

File Reference No: 28.167.6

Strategic Outcome: Good government

Date of Adoption: 14/12/2016

Date for Review: 16/12/2020

Responsible Officer: Director Corporate Services _____

1. POLICY STATEMENT

Berrigan Shire Council will assist with economic development in the Shire and promotion of community or celebratory events by allowing year round use of promotional display banners in each of the Shire's towns.

2. PURPOSE

The purpose of this policy is to provide a framework for the display of promotional banners in the main streets of the towns of Berrigan Shire while maintaining community safety and town amenity

3. SCOPE

This policy applies to promotional banners displayed on public streets in Barooga, Berrigan, Finley and Tocumwal.

This policy does not apply other advertising devices displayed from private premises which are regulated by other Council policy and legislation.

4. OBJECTIVE

Min. No.

This policy is developed to assist the Council with the following Delivery Plan Objectives

- Delivery Plan Objective 1.1.2
Enhance the visual amenity, heritage and liveability of our communities
- Delivery Plan Objective 3.1.3
Strengthen the inclusiveness and accessibility of our community
- Delivery Plan Objective 4.2.2
Support local enterprise through economic development initiatives

5. DEFINITIONS

A **promotional banner** for the purpose of this policy is a banner hoisted on a pole on a road reserve (typically in the main street) for promotional purposes.

6. POLICY IMPLEMENTATION

6.1. Conditions of display

The Council supports the display of promotional banners on the following basis:

- Banners must only promote:
 - the town itself, or
 - community events controlled by and for the benefit of a community organisation, or
 - Community wide celebratory events such as Christmas and Easter.
- Promotion of commercial operations will not be permitted without the express consent of the Council.
- Banners that are likely to be offensive or divisive must not be displayed.
- Banners should not be political in nature

6.2. Responsible bodies

Administration of the display of the banners is the responsibility of

- in Finley – Finley Chamber of Commerce, Industry and Agriculture
- in Tocumwal – Tocumwal Chamber of Commerce and Tourism

Min. No.

- in Berrigan – Berrigan and District Development Association, and
- in Barooga – Barooga Advancement Group

6.3. Risk management and compliance

Those bodies listed above shall be responsible for all actions necessary to legally display the banners including compliance with Work Health and Safety legislation.

Street banners placed on poles in addition to the health and safety risks involved in erecting them, present several risks and those erecting them must comply with the following:

- Roads and Maritime Service (RMS) rules and regulations – banners must not interfere with oncoming traffic (particularly trucks) by creating a vision hazard. In some instances, particularly in relation to RMS controlled roads, the authority must be notified and approval sought;
- Essential Energy must be notified if changes to the poles are required, as the poles are the property of the energy company, and approval must be sought;

Volunteers erecting banners must understand and abide by the requirements of working beneath powerlines.

6.4. Appearance

In order to not detract from the appearance of the town, banners must be maintained in a reasonable condition. Torn, damaged or otherwise unsightly banners must be removed as soon as possible.

The Council reserves the right to order the removal of a banner that, in its opinion, is not of an acceptable standard for display.

6.5. Funding

As a general rule, funding for the purchase and display of banners will **not** be provided by the Council.

Requests for funding support for this purpose should be made in writing to be considered by the Council on a case-by-case basis.

7. RELATED POLICIES OR STRATEGIES

- *Local Government Act 1993*
- Local Environmental Plan
- Economic Development Strategy

Min. No.

- Town Community Plans
- Events Policy
- Requests for Financial Assistance Policy

Min. No.

5.10 POLICY FOR COUNCIL-OPERATED ENTERPRISES

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Supported and engaged communities

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

FILE NO: 28.167.7

330 RESOLVED Crs: Morris and Curtin that the Council:

- Revoke its Policy for Council-Operated Enterprises; and
- Adopt the Policy for Council-Operated Enterprises set out below.

File Reference No: 28.167.7

Strategic Outcome: Good government

Date of Adoption: 14/12/2016

Date for Review: 16/12/2020

Responsible Officer: Director Corporate Services

1. POLICY STATEMENT

The Council is sometimes confronted with the opportunity to be involved in commercial enterprise outside its existing operations.

This may require the Council to commit its resources - labour, equipment or cash. It is important that the Council does not spread its resources too thin at the expense of its core activities. At the same time, however the Council should not close its doors to opportunities which may benefit its community.

This policy attempts to ensure that all appropriate issues are addressed when the Council is weighing up whether or not to be involved in a new or existing enterprise, either financially or in some other way.

The policy may also be useful when weighing up continuing with an existing commercial service.

2. PURPOSE

The purpose of this Policy is to:

1. Improve the Council's decision making in relation to involvement in new or existing enterprises.

Min. No.

2. Ensure the Council's resources are put to the best possible use for the community.
3. Ensure Councillors are aware of the risks and likely benefits, both community and financial of any involvement or investment decision.
4. Enable the Council to distinguish between core business enterprises and non-core business enterprises.
5. Ensure that the Council receives an adequate financial return for its investment.

3. SCOPE

This policy applies to Councillors, Council staff and organizations operated by or in conjunction with the Council.

4. OBJECTIVE

This policy is developed to assist the Council with Delivery Plan Objective 2.1.1.

Council operations, partnerships and coordination of resources contribute toward Implementation of Berrigan Shire 2023.

5. DEFINITIONS

A “**commercial enterprise**” is an enterprise or activity operated on a systematic basis that primarily involves the provision of goods and services to the public for a fee or charge. The activity may be either a profit-making or a not-for-profit activity. The fee or charge may be paid directly by the user or by a third party.

Examples of commercial enterprises currently provided by the Council include:

- Town water supply
- Waste management facilities
- Tocumwal Aerodrome

A “**core activity**” of the Council is an activity that has been traditionally undertaken by the Council and in the main funded by a Council rate or charge, or an untied grant.

Examples of core activities currently undertaken by the Council include:

- Roads and footpaths
- Stormwater drainage

Min. No.

- Libraries

6. POLICY IMPLEMENTATION

Where the Council is invited to be part of a new enterprise or sees an opportunity to be involved it should consider the following questions:

1. Does involvement in the enterprise align with the Council's strategic direction
2. Do the benefits of involvement outweigh the costs?
3. Is involvement in the enterprise likely to impact on core activities?
4. Will there be an impact on private operators?
5. What are the risks to the Council of involvement in the enterprise?

It should also consider the above when considering its continued involvement in existing enterprises.

6.1. Strategic direction

In consultation with the community, Berrigan Shire Council has set out its preferred strategic direction in *Berrigan Shire 2023*, its Community Strategic Plan.

Berrigan Shire 2023 was developed to provide a common lens or framework to be used by other agencies, the local community and the Council when committing to actions now and during the next ten years.

Any decisions made in respect to Council involvement in an enterprise should be considered against the strategic outcomes identified in *Berrigan Shire 2023*. The Council should only support participation in an enterprise where it can be demonstrated that it will aid in meeting its strategic outcomes.

6.2. Costs and benefits

As a general rule, the Council should only be involved in activities where the benefit to the community outweighs the costs of undertaking the activity. Thus, before entering into a commercial enterprise the Council will consider the related benefits and costs to the Council.

Min. No.

Any enterprise in which Council may be considering involvement will have a business plan which clearly shows the strategic direction of the enterprise, its market, from where income will be derived, expenditure that will be incurred and the likely impact on the community.

A cost benefit analysis should be performed, and included in the business plan, to establish that the benefits accrued will be worth the monetary outlays. Benefits to the community, both objective and subjective should be clearly stated in the report. Initial costs and recurrent costs must be considered.

6.3. Core Activities

Any decision on participation in a commercial enterprise should consider the impact on the Council's core activities.

Involvement in a commercial enterprise may contribute to a core activity of the Council or be an alternate method of delivering a core Council service.

Alternatively, the commercial enterprise may be an activity outside the Council's ordinary responsibilities. In this case, the Council needs to consider the impact of any diversion of resources from its core activity to this new activity.

The Berrigan Shire Council *Financial Strategy* 2016 identified the following core actions relevant to Council participation in commercial enterprises:

1.3: *Resist the pressure to fund services that are the responsibility of other levels of government.*

1.6: *Seek methods of achieving a return (or at least minimise ratepayer subsidy) on business activities such as the Finley Saleyards, Tocumwal Caravan Park and Tocumwal Aerodrome. Subsidies to programs such as the private operation of the Tocumwal Visitor Information Centre should also be reviewed regularly.*

2.2: *Prioritise the renewal of existing assets over the development and delivery of new services.*

As a general rule the Council will not become involved in new enterprises that are not part of its core business.

6.4. Impact on the private sector

Min. No.

The Council will not become involved in new enterprises if the community is being, and will continue to be, well served by private operators. As a general principle the Council is not in the business of competing with the private sector.

Where the Council is running a business it will consider the provisions of the National Competition Policy and specifically in this case the principles of competitive neutrality.

The object of Competitive Neutrality is to remove any net competitive advantages or disadvantages that may be available to business activities conducted by government agencies. It is one of the principles of the National Competition Policy that applies to all levels of Government in Australia.

6.5. Risk

The Council should consider the risks inherent in participation in commercial enterprises. These risks include:

- Financial
- Public Liability
- Work Health and Safety
- Environment
- Professional Indemnity
- Community (Social/Government/Reputation)
- Legal

The Council will prepare a comprehensive risk assessment before agreeing to participate in any commercial enterprise.

When considering financial risk, as a general rule the greater the expected financial return the higher the risk to be borne and Council must be mindful that it is dealing with public funds.

6.6. Other considerations

Where the Council is considering investing money purely on financial grounds investments must comply with requirements of the *Ministerial Investment Order* and the Council's Investment Policy.

The Council should also be cognizant of s358 of the *Local Government Act* which restricts the Council's ability to participate in the formation of, or take a controlling interest, in a corporation.

The Council also needs to be aware of relevant accounting standards that may require any commercial enterprise to be consolidated and/or disclosed in the Council's financial statements

Min. No.

6.7. Summary

With increasingly competing demands on its resources the Council will carefully weight up all the above factors before making a decision about becoming involved in any new enterprises.

All future involvements in enterprises should be considered against all the criteria listed above. If involvement in the enterprise does not meet the requirements of any of the criteria the involvement either should not go ahead or the issue referred to the Council for consideration.

7. RELATED LEGISLATION, POLICIES AND STRATEGIES

7.1. Legislation

- *Local Government Act 1993*
- Application of National Competition Policy to Local Government 1996
- Pricing & Costing for Council Businesses: A Guide to Competitive Neutrality 1997
- Ministerial Investment Order 2011

7.2. Council policies and strategies

- Berrigan Shire 2023 (Community Strategic Plan)
- Financial Strategy 2016
- Risk Management Policy and Framework
- Investment Policy
- Related Parties Policy

Min. No.

**5.11 POLICY FOR HIRE OF COUNCIL PLANT FOR
PRIVATE WORKS**

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Good government

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

FILE NO: 23.067.2

331 RESOLVED Crs: Bodey and Glanville that the Council:

- Revoke its Policy for Hire of Council Plant for Private Works; and
- Adopt the Policy for Hire of Council Plant for Private Works set out below:

File Reference No: 23.067.2

Strategic Outcome: Good government

Date of Adoption: 16/11/2016

Date for Review: 18/11/2020

Responsible Officer: Director Technical Services

1. POLICY STATEMENT

Plant owned by Berrigan Shire Council may be available for use and/or hire by third parties. This provides a useful service for local contractors, community groups and the general public, however it comes with inherent risks.

It is important that a framework is in place to ensure that such use and/or hire is properly regulated to mitigate the risks involved.

2. PURPOSE

The policy regulates the hire of Council plant to ensure it is used correctly, work health safety measures are followed and that hire charges are correctly applied and recovered.

3. SCOPE

This policy applies to all use and/or hire of Council plant outside the normal Council works program. This may include:

- Use by private contractors and/or developers
- Use by community groups
- Use by other government organisations (other Councils, NSW Rural Fire Service etc.)

Min. No.

4. OBJECTIVE

This policy is developed to assist the Council with Delivery Plan Objective 2.2.2

Council operations support ethical, transparent and accountable corporate governance

5. DEFINITIONS

Council plant: large mobile earthmoving and road construction equipment such as graders, bulldozers, excavators, rollers, tankers, tippers, tractors, loaders and the like. It does **not** include small, portable, generally hand held or propelled equipment, such as chainsaws, trimmers, mowers, blowers and like.

Dry hire: Hire where the hirer provides the operator – i.e. a non-Council employee operator

6. POLICY IMPLEMENTATION

6.1. General

In line with the Council's Council-Owned Enterprises Policy, the Council will not hire out its plant on a commercial basis unless it is in the Council's or the community's interest to do so.

The Council's plant may only be hired for use on private works with the explicit approval of the Director Technical Services. Any decision to hire out Council plant will be made taking to account the Council's own work requirements.

Council plant must not be dry hired – only suitably qualified and authorised Council employees will be permitted to operate Council plant.

6.2. Charges

Unless otherwise determined by the Council via resolution, all hire of Council plant is to be charged the appropriate fee as set by the Council via the User Fees and Charges Policy.

Hirers are to comply with the Council's Commercial Credit Policy.

6.3. Use by community organisations

Subject to approval by the Director Technical Services, the Council will allow community organisations to hire Council plant with a volunteer Council employee as operator.

In these cases:

- The volunteer Council employee must be qualified and authorised to operate the item(s) of plant in question, and abide by all Council safe work methods

Min. No.

- The work must take place outside normal Council working hours and in the volunteers own time.
- The relevant hire charge will be adjusted to remove the component to the charge applicable to wages.

With the exception of a Volunteer Committee of Council, the community group must still comply with the Council's Commercial Credit Policy.

In the case of a volunteer Committee of Management, the General Manager or Director Technical Services may waive any plant hire charge. This is to be confirmed in writing prior to works being carried out.

6.4. Use in the case of natural disaster

The use of Council plant in the case of natural disaster by NSW Rural Fire Service, Fire & Rescue NSW, NSW State Emergency Service or NSW National Parks and Wildlife will be in line with the established policies and procedures governing their use.

The Council will keep accurate records of their use in these cases for reimbursement through the appropriate channels.

7. RELATED POLICIES OR STRATEGIES

7.1. Legislation

- *Local Government Act 1993*

7.2. Policies and other documents

- Berrigan Shire Council Code of Conduct
- Risk Management Policy and Framework
- Fraud Control Policy and Framework
- Council-Owned Enterprises Policy
- Commercial Credit Policy
- Request for Donations and Financial Assistance Policy
- User Fees and Charges Policy

Min. No.

5.12 MODEL CODE OF MEETING PRACTICE FOR LOCAL GOVERNMENT

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Good government

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

FILE NO: 13.044.1

332 RESOLVED Crs: Morris and Taylor that the Council note the Model Code of Meeting Practice for Local Government.

5.13 NSW RURAL FIRE SERVICE – ZONE ARRANGEMENTS

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Sustainable natural and built landscapes

STRATEGIC OBJECTIVE: 1.3 Connect and protect our communities

FILE NO:

333 RESOLVED Crs: Glanville and Curtin that the Council:

1. Endorse the decision of the NSW Rural Fire Service Corowa Berrigan Zone Liaison Committee for Berrigan Shire Council and Federation Council to enter into a new voluntary zoning agreement between Federation and Berrigan Rural Fire Districts.
2. Provide advice to the Zone Liaison Committee about its preferred name for the new Rural Fire Zone being 'Berrigan-Federation'.
3. Write to the NSW Rural Fire Services expressing its concern that the new Zone will incorporate an additional eight brigades without the staff resources previously attached to those brigades.
4. Write to the Minister, Rural Fire Services Committee and Local Government NSW in relation to the unfair nature of the zone wide charges for plant upgrades.

Min. No.

5.14 AUDIT – FINAL MANAGEMENT LETTER

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Good government

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

FILE NO: 12.019.1

334 RESOLVED Crs: Taylor and Morris that the Council note the Final Management Letter, including the management response, for the Financial Year ended 30 June 2016.

**5.15 BERRIGAN SHIRE LOCAL HERITAGE FUND
2016/2017**

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: 26.128.2

335 RESOLVED Crs: Glanville and Taylor that grants of:

1. \$3,000.00 be offered for the Removal of Bricks & Replacement of Gutter at Bizzy Sizzors, 46 Chanter Street, Berrigan.
2. \$5,000.00 be offered for Exterior Painting of the Momalong Hotel, 53 Chanter Street, Berrigan
3. \$1,815.55 be offered for the Painting of the verandah and posts of the Belmont Building (Gerard McCarthy Solicitors), 78 Jerilderie Street, Berrigan

Min. No.

**5.16 PGA SOUTHERN DIVISION TRAINEE
CHAMPIONSHIPS AND JUNIOR GOLF EXPERIENCE**

AUTHOR: Economic Development Officer

STRATEGIC OUTCOME: Diverse and resilient business

**STRATEGIC OBJECTIVE: 4.3 Diversify and promote local
tourism**

FILE NO: 08.063.3

- 336 RESOLVED** Crs: Bruce and Jones that the Council allocate \$7000 to funding the PGA Southern Division Trainee Championships and Junior Golf Experience in May 2017.

5.17 EVENT FUNDING APPLICATION

AUTHOR: Economic Development Officer

STRATEGIC OUTCOME: Diverse and resilient business

**STRATEGIC OBJECTIVE: 4.3 Diversify and promote local
tourism**

FILE NO: 08.063.3

- 337 RESOLVED** Crs: Bruce and Jones that the Council not allocate funding to the 2017 Riverina Health and Wellbeing Festival.

5.18 BUILDING BETTER REGIONS FUND

AUTHOR: Director Corporate Services

STRATEGIC OUTCOME: Good government

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

FILE NO: 15.128.32

- 338 RESOLVED** Crs: Bodey and Curtin that the Council prepare an application under the Building Better Regions Program for funding for the Tocumwal Foreshore Redevelopment project.

**5.19 EARLY CHILDHOOD INTERVENTION SERVICE –
FUTURE OPERATION UNDER NDIS**

AUTHOR: Director Corporate Services

**STRATEGIC OUTCOME: Supported and engaged
communities**

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

FILE NO: 03.160.3

- 339 RESOLVED** Crs: Taylor and Morris that the Council:

Min. No.

1. Continue to seek an arrangement with NDIA to maintain block funding for the Early Childhood Intervention Service.
2. Prepare an Expression of Interest document for the transition of the service and the remaining block funding to another service provider.
3. Delegate to the General Manager the authority to issue the Expression of Interest should the Council's effort to maintain block funding be not successful.

5.20 REVIEW OF COMMUNITY STRATEGIC PLAN

AUTHOR: Strategic & Social Planning Coordinator

STRATEGIC OUTCOME: Good government

**STRATEGIC OBJECTIVE: 2.1 Berrigan Shire 2023 objective
and strategies inform Council
planning and community led
projects**

FILE NO:

340 RESOLVED Crs: Glanville and Taylor that

1. The Council endorse that there is no change to the Vision, Strategic Outcomes and Objectives of the Community Strategic Plan and that the Community Strategic Plan is rolled forward by four years to 2027.
2. Council Officers undertaking reviews of Asset Management Plans ensure that service levels identified in Nexus Survey 2015 are maintained.
3. Council Officers investigate options for truck parking as part of Town Entry Projects.
4. The development of a whole of Shire Walking and Cycling Track Strategy is included in the Delivery Program
5. The Central Murray County Council, as the agency, responsible for weed management be approached to give consideration to urban weed management and or community education program.
6. The assistance required by older residents with nature strips be investigated as part the 2017-2018 Review of the Ageing and Liveability Strategy.
7. Council's Delivery Program include actions that educate and inform ratepayers on Council's sources of income and the implications of the general rate cap and the competitiveness of grant environment.
8. Shire roads are maintained to the same standard as today.

Min. No.

9. Council staff provide information to residents on road expenditure and permissible sources of revenue for road expenditure.
10. The Council continue its support of Volunteer and community management of Council owned recreation and cultural facilities.
11. The Council review survey responses for Economic development and discuss its priorities at the Corporate Workshop for inclusion or any change to its current Delivery Program.
12. The Council note the preference of survey respondents that Council invest in technologies to achieve productivity gains.
13. The Council review survey responses for Council Operations and highlight issues for further discussion at the Corporate Workshop – February 2017.

ITEMS FOR NOTING

- 6.1 IPART DETERMINATION OF RATE PEG FOR 2017/18
- 6.2 VALUATIONS – 1 JULY 2016
- 6.3 RIVERINA AND MURRAY REGIONAL ORGANISATION OF COUNCILS (RAMROC)
- 6.4 MURRAY DARLING ASSOCIATION
- 6.5 DEVELOPMENT DETERMINATIONS FOR MONTH OF NOVEMBER 2016

341 **RESOLVED** Crs: Curtin and Glanville that Items for Noting numbered 6.1 to 6.5 Inclusive be received and noted.

MAYORS REPORT

Cr. Hannan reported that he had attended the following during the period:

- Staff Service Awards presentation
- Barooga Community Engagement Street Stall
- Meeting with Central Murray Credit Union
- Barooga Soroptimists White Ribbon event
- Bridges meeting, Cobram/Barooga Golf Club
- Mayor's weekend, Sydney
- Berrigan town entry meeting
- Chamber Presidents meeting
- Finley War Memorial and School of Arts Hall meeting
- Barooga town entry meeting
- Rural Fire Service meeting in Corowa
- Capital Works tour
- Meeting with developer and staff

Min. No.

- 342** **RESOLVED** Crs: Glanville and Taylor that the Mayors report be received.

DELEGATES REPORTS

Cr Bodey

- Sacred Heart Primary School presentation

Cr Taylor

- St Josephs Primary School presentation

Cr Morris

- Staff Service Awards presentation
- TAFE presentation
- Capital works tour

Cr Curtin

- Staff Service Awards presentation
- Berrigan and District Development Association meeting
- Central Murray Credit Union meeting
- Induction
- Inland rail meeting
- Berrigan town 'street party'
- Capital works tour
- Berrigan Public School presentation
- Christmas function
- St Columba's Primary School presentation

Cr Glanville

- Street stalls x two
- Staff Service Awards presentation
- Capital works tour
- Christmas function

Cr Jones

- Barooga Public School presentation
- Tocumwal Public School presentation
- Central Murray County Council meeting

Cr Bruce

- Cobram Secondary College presentation
- Barooga town entry meeting

The meeting adjourned at 10.55 am and reconvened and 11.16 am.

Min. No.

GENERAL BUSINESS

Cr Bodey

- Tocumwal Visitor Centre plans

Cr Taylor

- Capital works tour
- Christmas function
- Staff Service Awards
- Corporate workshop sessions?
- Cemetery toilets

Cr Morris

- Railway Park toilets

-

Cr Curtin

- Corporate workshop dates
- Central Murray Credit Union meeting
- Any feedback from CSU scholarship winner?
- Refugee situation – Corporate Workshop
- Farewell letter to Sophie Burge, SRN

Cr Glanville

- nil

Cr Jones

- Tocumwal Lions sign at Tocumwal cemetery
- Creek walk maintenance

Cr Bruce

- Thanks for tree removal at Barooga cemetery
- Australia Day nominations
- Strawberry Fields tour

Director Corporate Services

- Audit arrangements

Development Manager

- nil

Director Technical Services

- Finley town entry sign words – no change
- Scholarship application

343 RESOLVED Crs: that if satisfied, the Council make a scholarship available for standard employment and report back to the next Council meeting.

- Levee grant work

Min. No.

General Manager

- Christmas greetings
- \$500,000 roads funding
- \$123,000 levee funding
- Silo Road opening – 20/12/16
- Tocumwal Town Beach management
- Central Murray Credit Union

Cr Hannan

- Flood waste
 - Speaking to the media
- Mayor and General Manager are official spokespersons
Other views are personal – not Council views

There being no further business the meeting closed at 12.15 pm.