



## ORDINARY MEETING OF COUNCIL

Held on Wednesday 20 April, 2022

Council Chambers  
56 Chanter Street, Berrigan



# Minutes



## Council Meeting

Wednesday 20 April, 2022

# MINUTES

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### Min. No.

#### 1. OPENING OF MEETING

The Council opened its meeting at 9:08am.

Cr Matthew Hannan read the following statement:

*In the spirit of open, accessible and transparent government, Berrigan Shire Council's are audio recorded. By speaking at a Council Meeting, members of the public agree to being recorded. Berrigan Shire Council accepts no liability for any defamatory, discriminatory or offensive remarks or gestures that are made during the course of the Council. Opinions expressed or statements made by individuals are the opinions or statements of those individuals and do not imply any form of endorsement by Berrigan Shire Council.*

*Confidential matters of Council will not be audio recorded.*

*Recordings are protected by copyright and owner by Berrigan Shire Council. No part may be copied, recorded, reproduced or transmitted without the prior written consent of the Chief Executive Officer. Any recording is not, and shall not, be taken to be an official record of Berrigan Shire Council or discussion depicted therein. Only the official minutes may be relied upon as an official record of the meeting.*

*An audio recording of the Council Meeting will be taken for administrative and minute preparation purposes.*

#### **Present:**

Crs: Matthew Hannan (Mayor), Carly Marriott (Deputy Mayor), John Taylor, Sarah McNaught, Renee Paine, Julia Cornwell McKean, Ted Hatty and Roger Reynoldson

The following staff were also in attendance:

Matthew Hansen (Deputy Chief Executive Officer), Rohit Srivastava (Director Infrastructure), Joanne Ruffin (Director Strategic Planning & Development) and Tahlia Fry (Finance Manager)

## 2. ACKNOWLEDGEMENT OF COUNTRY

Cr Matthew Hannan made an Acknowledgement of Country with the following statement:

*“We acknowledge the original inhabitants whose country we are gathered on, and we pay respect to the elders, past, present, and future and extend respect to all first nations people.”*

## 3. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE OR ATTENDANCE VIA AUDIO VISUAL LINK BY COUNCILLORS

Karina Ewer (Chief Executive Officer) was an apology for this meeting.

## 4. CONFIRMATION OF PREVIOUS MINUTES

84 **Resolved** Cr Hhat the Minutes of the meeting held in the Council Chambers on Wednesday 16 March, 2022 be confirmed.

## 5. DISCLOSURES OF INTEREST

Nil

## 6. MAYORAL MINUTE(S)

Nil

## 7. REPORTS OF COMMITTEES

7.1 Audit, Risk and Improvement Committee Meeting Minutes

85 **Resolved** Crs Cornwell McKean and Cr Marriott that the Council receive and note the Minutes of the Audit, Risk and Improvement Committee from the meeting held on Wednesday 30 March, 2022.

## 8. REPORTS TO COUNCIL

### 8.1 Council Action List Report

86 **Resolved** Cr Marriott and Cr McNaught that the Council receive and note the Council Action List Report.

### 8.2 Finance - Accounts

87 **Resolved** Cr Paine and Cr Taylor that the Council:

- a) Receive the Financial Statement, Bank Reconciliation Certificate and Petty Cash Book made up to 31 March 2022,
- b) Confirm the accounts paid as per Warrant No. 03/22 totaling \$2,558,488.21, and
- c) Note the report on investments attached as **"Appendix 8.2-A"**.

### 8.3 International Women's Day

88 **Resolved** Cr Reynoldson and Cr Taylor that the Council note this report.

### 8.4 ARIC Appointment and Terms of Reference

89 **Resolved** Cr Taylor and Cr Marriott that the Council:

1. revoke the ARIC Terms of Reference adopted on 20 October, 2021;
2. adopt the ARIC Terms of Reference included as **"Appendix 8.4-A"**;

90 **Resolved** Cr Marriott and Cr Paine that the Council appoint Councillor Cornwell McKean as a member of the ARIC and Councillor Reynoldson as a member of the ARIC during the appointed councillor member's absence.

### 8.5 Risk Appetite Statement

91 **Resolved** Cr Marriott and Cornwell McKean the Council adopt the Risk Appetite Statement included as **"Appendix 8.5-A"**.

#### 8.6 Agreement with Service NSW

- 92 **Resolved** Cr Marriott and Cr Reynoldson that the Council delegate authority to the Chief Executive Officer to enter into an agreement with Service NSW.

#### 8.7 Special Request for Interment in Barooga Cemetery

- 93 **Resolved** Cr Marriott and Cr Paine that the Council first offer the alternative option as the existing rose garden; and if not suitable allow for a headstone to be laid in the monumental section of the Barooga Cemetery.

#### 8.8 Commemorative Wreaths Policy

- 94 **Resolved** Cr Hatty and Cr McNaught that the Council:
- revoke the Commemorative Wreaths Policy adopted on 17 May 2017
  - adopt the Commemorative Wreaths Policy set out below:



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## Policy

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### COMMEMORATIVE WREATHS

Strategic Outcome:	Supported and engaged communities		
Policy type	Administrative		
Date of Adoption:	20 April 2022	Minute Number:	
Date for Review:	15 April 2026		
Responsible Officer:	Deputy Chief Executive Officer		
Document Control:	Replaces Commemorative Wreaths Policy adopted 17 May 2017		
Delivery Program Link:	3.1.3.1 Promote the social and economic wellbeing of Shire residents and the inclusiveness of our communities through social planning and community development activities		

#### 1. POLICY STATEMENT

Berrigan Shire Council has a responsibility under section 8A of the *Local Government Act 1993* to provide strong and effective representation and leadership for its community

As such, it is appropriate that the Council participate in community commemoration services on days such as Anzac Day, Remembrance Day and the like – as the representative of the community of Berrigan Shire.

Participation in these services will most often take the form of the laying of a wreath

#### 2. PURPOSE

This policy provides guidance to Councillors and Council staff on the provision and laying of wreaths in commemoration services

#### 3. SCOPE

This policy applies to all Councillors, Council staff and other Council officials.

#### 4. OBJECTIVE

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

#### 5. DEFINITIONS



## Policy

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**Commemorative service:** A service held to honour and preserve the memory of a person or persons, or an event. This is most commonly – but not always – a service to recognise the war service of Australian military personnel.

**Official service:** A service organised by a local sub-branch of the Returned and Services League of Australia

### 6. POLICY IMPLEMENTATION

#### 6.1 Anzac Day (25 April)

The Council will provide wreathes for all official Anzac Day services held in Berrigan Shire and Cobram/Barooga

#### 6.2 Remembrance Day (11 November)

Subject to invitation by the local organising body, the Council will provide wreathes for an official Remembrance Day service held in Berrigan Shire and Cobram/Barooga

#### 6.3 Other commemorative events

On occasion, the Council is invited to participate in other commemorative events such as the anniversaries of significant war-related events. It may also be invited to participate in non-military commemorative events such as ones recognising emergency service personnel or victims of natural disasters.

Where a service of this nature is held in Berrigan Shire or in Cobram/Barooga, the Mayor is delegated the authority to make a decision regarding the Council's participation in the event and/or the provision of a wreath.

Where a service is held outside the Berrigan Shire or Cobram/Barooga, a decision to participate will be referred to the Council.

#### 6.4 Attendance

If the Council chooses to provide a wreath for a service, the Council will also endeavour to have a Councillor attend the service to lay the wreath on behalf of the Council and the community of Berrigan Shire.

### 7. RELATED LEGISLATION, POLICIES AND STRATEGIES

#### 7.1 Legislation

- *Local Government Act 1993*





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## Policy

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### 8. RECORDS MANAGEMENT

Recording of all information relating to this policy ...

All Records must be kept in accordance with Council's Records Management Policy (currently under development) and destroyed as per the General Retention and Disposal Authority: Local Government Records (GA39).

### 9. REVIEW AND EVALUATION

This policy (procedure) will be evaluated and reviewed at least once every four (4) years as per Council's Governance Policy (currently under development) or as required.

### 10. DOCUMENT AVAILABILITY

A number of legislative instruments require Councils to have the policy available for inspection at Council's principal office (i.e. Policies made under Part 3, of the Local Government Act 1993). Each document should therefore state the ways in which the policy is available including any relevant fees and charges for access to such policy. An example of the required statement is provided below:

This policy will be available for inspection at Council's principal office during ordinary business hours as per the requirements of section 18 (c) of the *Government Information (Public Access) Act 2009* and section 167 of the *Local Government Act 1993*.

Access to the policy in digital format is free and is available on Council's website <https://www.berriganshire.nsw.gov.au/>

Printed copies of the document are available at Council's principal office (address noted below) and are subject to Council's Fees and Charges.

*Berrigan Shire Council  
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BERRIGAN NSW 2712*

*Ph: 03 5888 5100  
Email: [mail@berriganshire.nsw.gov.au](mailto:mail@berriganshire.nsw.gov.au)*

### 11. VERSION CONTROL

Version Number	Date	Summary	Responsible Officer
1.0		New Policy document	Michelle Koopman
1.1	17/05/2017	Minor review	Matt Hansen
1.2		Minor revisions - formatting	Matt Hansen



## 8.9 Street Banners Policy

95 **Resolved** Cr Reynoldson and Cr Paine that the Council revoke the Street Banners Policy adopted on 14 December 2016.

96 **Resolved** Cr Marriott and Cr McNaught that the Council suspend standing orders for the visit of Inspector Paul Huggett and local police representative, Sergeant Amanda Jackson.

Standing orders were suspended at 9:33am.

Inspector Paul Huggett and Sergeant Amanda Jackson entered the Council Chambers at 9:33am.

Inspector Paul Huggett here provided a quarterly update to the Council on police activities.

The meeting adjourned for morning tea at 10:19am.

97 **Resolved** Cr Cornwell McKean and Cr Marriott that the Council resume standing orders.

The Council resumed standing orders at 10:35am. Inspector Huggett and Sergeant Jackson did not return.

## 8.10 Use of the Council Chambers Policy

98 **Resolved** Cr Paine and Cr Hatty that the Council:

- revoke the Use of the Council Chambers Policy adopted on 14 December 2016; and
- adopt the Use of the Council Chambers Policy set out below:



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## Policy

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### USE OF THE COUNCIL CHAMBERS

Strategic Outcome:	Good government		
Policy type	Administrative		
Date of Adoption:	20 April 2022	Minute Number:	
Date for Review:	15 April 2026		
Responsible Officer:	Deputy Chief Executive Officer		
Document Control:	Replaces Use of the Council Chambers Policy adopted 14 December 2016		
Delivery Program Link:	2.1.2.1 Provide facilities and support including financial to elected Council		

#### 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.



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## Policy

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### 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 the Delivery Program Objective:

*2.1.2.1 Provide facilities and support including financial to elected Council*

### 5. DEFINITIONS

**Council chambers:** 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 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 Chief Executive Officer, the Mayor or the Council as a whole to be directly associated with the Council's activities.

#### 6.2 Permitted use

##### 6.2.1 Community Groups and government organisations

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

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



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## Policy

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### 6.2.2 Other groups

As a general rule, "for-profit" businesses and other associations not operating for community purposes will not be permitted to use the Council chambers.

However, the Chief Executive Officer may permit such use where, in their judgement, it does:

- not impact on the Council's use of the facility, or
- not bring the Council into disrepute.

A fee may be charged by the Council for this use.

### 6.2.3 Prohibited use

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

This does **not** prohibit:

- local Members of Parliament using the Chambers to meet with constituents, or
- candidates for political office addressing the Council

## 6.3 Bookings

To ensure that double-bookings are avoided, all use of the Council chambers by external organisations must 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.

## 6.4 Facilities

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 W-Fi and/or videoconference facilities must contact the Council's Information and Communication Technology team in advance. Use of these facilities must comply with the Council's Information and Communication Technology policies and procedures.

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.



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## Policy

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

### 7. RELATED LEGISLATION, POLICIES AND STRATEGIES

#### 7.1 Legislation

- *Local Government Act 1993*
- *Work Health and Safety Act 2011*

#### 7.2 Council policies and guidelines

- Governance Policy (to be developed)
- Code of Conduct
- Councillors Expenses and Facilities Policy
- Work Health and Safety Policy
- Information and Communication Technology Policy
- Communication Devices and the Internet Policy

### 8. RECORDS MANAGEMENT

Recording of all information relating to this policy ...

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### 9. REVIEW AND EVALUATION

This policy (procedure) will be evaluated and reviewed at least once every four (4) years as per Council's Governance Policy (currently under development) or as required.

### 10. DOCUMENT AVAILABILITY

A number of legislative instruments require Councils to have the policy available for inspection at Council's principal office (i.e. Policies made under Part 3, of the Local Government Act 1993). Each document should therefore state the ways in which the policy is available including any relevant fees and charges for access to such policy. An example of the required statement is provided below:

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## Policy

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### 11. VERSION CONTROL

Version Number	Date	Summary	Responsible Officer
1.0		New Policy document	Matt Hansen
1.1		Minor review (detail)	Matt Hansen

### 8.11 Community Assistance Policy

99 **Resolved** Cr Reynoldson and Cr Marriott that the Council:

- revoke the Requests for Donations and Financial Assistance adopted on 16 November 2016; and
- adopt the Community Assistance Policy set out below:





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## Policy

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#### COMMUNITY ASSISTANCE POLICY

Strategic Outcome:	Supported and engaged communities		
Policy type	Administrative		
Date of Adoption:	20 April 2022	Minute Number:	
Date for Review:	15 April 2026		
Responsible Officer:	Deputy Chief Executive Officer		
Document Control:	Replaces the Requests for Donations and Financial Assistance Policy adopted on 16 November 2016		
Delivery Program Link:	3.2.1 - Provide opportunities for life-long learning, cultural expression and recreation. 4.2.1 Implement the Berrigan Shire Tourism Strategy		

#### 1. POLICY STATEMENT

Berrigan Shire Council receives many requests from various community organisations and individuals for financial and/or in-kind assistance. This policy outlines the circumstances, levels, types and methods of assistance Council may provide in response to these requests.

#### 2. PURPOSE

The purpose of this policy is to set clear parameters for those requesting assistance, and to establish guidelines for Councillors and staff when assessing requests and determining the ability of Council to provide the requested resources.]

#### 3. SCOPE

This policy applies to:

- individuals and organisations seeking donations and financial assistance from the Council;
- individuals and organisations seeking in-kind assistance from the Council; and
- Councillors and council staff assessing applications for assistance.



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## Policy

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### 4. OBJECTIVE

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

- 3.2.1 Provide opportunities for life-long learning, cultural expression and recreation.
- 4.2.1 Implement the Berrigan Shire Tourism Strategy

### 5. DEFINITIONS

- Commercial Entity:** A commercial entity is any individual or organisation that is operating a business on a commercial basis. This includes businesses operating on a not-for-profit basis.
- Community Event:** For the purposes of this policy, a community event is a locally organised event promoting a local cause or benefit.
- In-kind assistance:** Support provided by Council in the form of materials or services at no charge to the individual or organisation.
- Special events:** A special event includes (but is not limited to) the following:
- Picola Football Netball League, and Murray Football Netball League Grand Finals (if held in the Berrigan Shire)
  - Berrigan and Finley Agricultural and Horticultural Shows
  - Berrigan Gold Cup
  - Finley Rice Strippers Ball
  - Other events as determined by the Chief Executive Officer (CEO) on a case-by-case basis
- Traffic Committee:** Advisory committee comprised of representatives from Council, Roads and Maritime Services, and NSW Police, to consider traffic control issues and event applications.
- Traffic Management** For the purposes of this policy, traffic management is defined as the preparation of traffic management plans (TMP) and the erection of signage. It does not include traffic control.

### 6. POLICY IMPLEMENTATION

#### 6.1 Requests for financial assistance

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## Policy

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All requests for financial assistance must be made in writing and addressed to the Chief Executive Officer (CEO).

The Council may consider requests for donations and funding assistance at any time, however the Council has more capacity to respond to requests that are made in time for inclusion in its annual Operational Plan. In general, this requires organisations to submit a request to the Council by March for inclusions in the Operational Plan and budget for the following financial year.

Applicants are encouraged to contact the Council to discuss their proposal. Depending on the size and nature of the request, the Council may consider making any assistance contingent on meeting certain criteria.

In general, assessment of any request will be based on community, social and economic need, project outcomes and the documented strategic priorities of the Council. Priority will be given to organisations/individuals directly connected with the Berrigan Shire, i.e., residents, businesses, service organisations, etc.

The Council is obliged to ensure any funding provided is consistent with the requirements of s356 of the *Local Government Act 1993*.

### 6.1.1 Specific requests for financial assistance

The Council provides Council staff with some discretion to make decisions regarding donations and funding assistance in certain specific cases. These include:

- refund of Development Consent and other application fees;
- assistance to attend sporting and other events;
- capital grants and assistance to Council volunteer committees;
- scholarships; and
- assistance to fund events and tourism initiatives.

Requests outside these specific cases will require the Council to specifically approve any assistance by resolution or by inclusion in the Council's Operational Plan.

### 6.1.2 Refund of Development Consent and other Application Fees

Organisations and individuals may request the Council waive development applications or other fees in lieu of direct support. Whilst this is not a direct donation from the Council, the Council will recognise the value of this support in its operational budget.

In consideration of requests:

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## Policy

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- The Council will pay the application and inspection fees for non-commercial activities of community and charitable organisations upon request and acceptance by the Deputy CEO. Funds for this purpose will be allocated in the Community Works budget.
- Where the activities contain a commercial component, the request is to be referred to Council for decision.
- Where a request is made by a commercial organisation, the Deputy CEO will assess the request against the general guidelines of this policy. If, in the opinion of the Director Corporate Service, the request has some merit, the request will be referred to the Council for consideration, otherwise it will be refused.

Organisations requesting the Council waive any development application fees are encouraged to pay the fees up-front when their application is lodged. If the Council approves the request to waive fees, then the Council will refund those fees to the applicant. Otherwise, the application will not be formally accepted by the Council until the Council considers the request for the waiving of fees and makes payment on behalf of the applicant.

The Council will not waive any fees it is required to collect on behalf of a third party, such as the Building Industry Long Service Levy.

### 6.1.3 Requests for financial assistance to attend sporting and other events

In recognition of the distances and expense of travelling to State or National competitions, the Council provides assistance to individuals selected to represent the region, the State or the Nation.

The Council shall reimburse up to \$100 towards the cost of attending a sporting or other event provided:

- the individual is 18 years of age or under, and
- the individual is a resident of the Berrigan Shire, and
- the individual has been selected to represent the region, the State or Australia in a State, National or International championship.

This assistance is provided to individuals selected in representative teams only. It is not provided to individuals in local teams where the team as a whole, is representing the region- i.e., Berrigan Public School wins the local and regional netball competition and is invited to play as a team at State level.

Applications for assistance under this scheme are to be made directly to the Deputy CEO for assessment and payment.

### 6.1.4 Requests for Capital Grants and Assistance from Council Volunteer Committees

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The Council recognises its volunteer committees are responsible for the operation and maintenance of Council controlled facilities and need assistance with funding significant capital improvements. Funding assistance to these committees will be provided on the following basis:

- The funds are used for capital improvement of a Council facility
- The relevant volunteer committee of management will retain control of the funds and liability for any loans
- The maximum project value is \$50,000. Projects over this value will be considered independently on their merits as to whether any contribution will be made and if so, upon what terms and conditions
- The Council will maintain an aggregate cap of \$100,000 on loan contributions and commitments under this scheme at any time.

Applicants are strongly encouraged to make requests for funding under this scheme through the Council's annual integrated planning and reporting process. Applications outside this process may be presented to the Council for consideration with the consent of the Mayor or Chief Executive Officer.

All funding provided under this scheme will be made either through inclusion in the Council's Operational Plan or via a formal resolution of the Council. If approved by the Council, funding assistance will be provided in the following form:

- A grant of no more than one third of the total project value, plus; or
- A loan, at a subsidised interest rate, of no more than one-third of the total project value.

This is subject to confirmation of the committee's willingness and ability to fund the remaining cost of the project.

Any loan under this scheme will be provided on the following terms:

- The term of the loan to be:
  - no longer than three years for amounts under \$5,000; or
  - five years for larger amounts
- Loan repayments to be no less than semi-annually
- The interest rate charged will be 50% of the interest rate earned by the Council on its most recent term deposit.

### 6.2 Requests for in-kind assistance

In-kind assistance may include (but are not limited to) site preparation, waste collection or traffic management. Requests for in-kind assistance must be made in writing to the Deputy CEO. Requests



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## Policy

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will be discussed with the relevant Manager and assessed for suitability, considering the costs associated with the assistance requested, and availability of staff.

In-kind assistance will only be made to events classified as community events.

The Council will track the cost of all in-kind assistance made under this policy and include this in its annual report

Where Council is unable to provide in-kind assistance, the organiser will be required to source these services from a contractor at their own cost.

### 6.2.1 Traffic management

Assistance with traffic management may include:

- preparing a suitable traffic management plan for an event; and
- implementing a traffic management plan – including:
  - o providing, installing, and removing traffic control signs and barriers; or
  - o providing traffic controllers

Organisers of events requiring traffic management must ensure documentation is prepared and submitted in time (a minimum of three months in advance) for a meeting of the Local Traffic Committee.

Requests for in-kind assistance where Local Traffic Committee approval is required will not be granted until a follow up review is conducted taking into consideration the requirements imposed by the Local Traffic Committee.

### 6.2.2 Special events – waste collection

The Council will cooperate with the organisers of special events regarding collection and disposal of waste associated with the event. Generally, this will be by way of providing bins to allow the normal kerbside collection service to collect. The Council will not pass on the costs of collection to the special event organisers for this service.

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

If access is allowed, the following arrangements, before the event, will apply:

1. An authorised representative of the special event organisers will arrange a suitable time with an appropriate Council representative for after hours access to the facility.



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## Policy

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2. The representative will pay any appropriate tipping fees based on an estimate of the type and quantity of the refuse expected to be disposed of. An adjustment to these fees may be made after the event if the types and quantities are materially different.
3. The normal fee charged for opening the facility outside normal hours will be waived.

### 6.2.3 Other events – waste collection

Other events requesting waste collection will be considered on a case-by-case basis. Eligible events must meet the criteria for community events and must request assistance in writing to the Deputy CEO.

Requests for subsidised tipping fees and the like will be considered as part of the written request for in-kind assistance.

## 7. RELATED LEGISLATION, POLICIES AND STRATEGIES

### 7.1 Legislation

- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- *Template Guidelines (2002)*

### 7.2 Council policies and guidelines

- Berrigan Shire Council 2027 (Community Strategic Plan)
- Event Management Policy

## 8. RECORDS MANAGEMENT

Recording of all information relating to this policy ...

All Records must be kept in accordance with Council's Records Management Policy (currently under development) and destroyed as per the General Retention and Disposal Authority: Local Government Records (GA39).

## 9. REVIEW AND EVALUATION

This policy (procedure) will be evaluated and reviewed at least once every four (4) years as per Council's Governance Policy (currently under development) or as required.

## 10. DOCUMENT AVAILABILITY

A number of legislative instruments require Councils to have the policy available for inspection at Council's principal office (i.e. Policies made under Part 3, of the Local Government Act 1993). Each





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## Policy

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### 11. VERSION CONTROL

Version Number	Date	Summary	Responsible Officer
1.0		New Policy document	Michelle Koopman

### APPENDICES

### 8.12 Waste Collection and Disposal Policy

100 **Resolved** Cr Cornwell McKean and Cr McNaught that the Council:

- revoke the Waste Collection and Disposal Policy adopted on 17 July 2019; and
- adopt the Waste Collection and Disposal Policy set out below:



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## Policy

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### WASTE COLLECTION AND DISPOSAL POLICY



Strategic Outcome:	Sustainable natural and built landscapes	
Policy type	Administrative	
Date of Adoption:	17 March 2022	Minute Number:
Date for Review:	17 March 2026	
Responsible Officer:	Director Technical Services	
Document Control:	Replaces the Waste Collection and Disposal Policy adopted 17 July 2019	
Delivery Program Link:	1.3.2 Manage landfill, recycling and waste disposal	

#### 1. POLICY STATEMENT

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

This policy establishes a framework under which the Council will deliver these services.

#### 2. PURPOSE

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

#### 3. SCOPE

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

#### 4. OBJECTIVE

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

1.3.2 Manage landfill, recycling, and waste disposal

#### 5. DEFINITIONS



## Policy

<b>Hardwaste:</b>	Includes waste that is neither putrescible (organic) or recyclable.
<b>Greenwaste:</b>	Includes garden waste, tree lopping and lawn clippings.
<b>Putrescible:</b>	Organic waste that is capable of decomposing (jg. Food scraps, etc.)
<b>Recyclables:</b>	Includes materials able to be recycled in accordance with national standards, e.g., cardboard, paper, plastics, metal, batteries, <del>tyres</del> and whitegoods, etc.
<b>Scavenging:</b>	The removal of items previously left as waste from a waste management facility by the public.

## 6. POLICY IMPLEMENTATION

### 6.1 Waste management facilities

#### 6.1.1 Location

Berrigan Shire Council will operate the following facilities:

- Berrigan Waste Management facility – receives all types of waste;
- Tocumwal Waste Management facility – receives only clean hardwaste, recyclables and greenwaste;
- Finley Recycling Centre – receives only recyclables]

#### 6.1.2 Hours of Operations

Opening hours for these facilities are set out in Table 1:

Facility	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
<b>Berrigan</b>	Closed	1:30pm – 4:00pm	Closed	1:30pm – 4:00pm	Closed	Closed	12:30pm – 4:00pm
<b>Tocumwal</b>	Closed	Closed	1:30pm – 4:00pm	Closed	1:30pm – 4:00pm	Closed	1:30pm – 4:00pm
<b>Finley</b>	Closed	Closed	Closed	Closed	Closed	Closed	8:30am – 12:00pm

Table 1

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

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



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## Policy

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- Christmas Day
- Good Friday
- ANZAC Day

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

### 6.1.3 Fees and charges

On application, not-for-profit community operated Opportunity Shops selling second-hand furniture may be allowed to dispose of up to 4m<sup>3</sup> of non-putrescible waste per calendar year free of charge at the Council's waste management facilities.

Organisations seeking this allowance must apply annually and in writing. The Chief Executive Officer (CEO) will determine the eligibility for this allowance. The Environmental Engineer will keep a register of those organisations eligible for the allowance.

The Environmental Engineer will keep a record of quantities of waste disposed by these organisations and submit this information to the Council by way of a report to a Council meeting on an annual basis as well as in the Council's Annual Report.

Waste collection required as part of special events within the Shire will be considered under the Council's Community Assistance Policy.

### 6.1.4 Scavenging rights

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

## 6.2 **Kerbside collection**

### 6.2.1 Services

The Council will offer the kerbside collection services as shown in Table 1.



## Policy

Name	Service
Domestic waste collected	1 x weekly collection of 120 litre small garbage bin (green); 1 x fortnightly collection of 240 litre recycling bin (blue)
Additional service (collected)	1 x weekly collection of 120 litre small garbage bin (green)
Uncollected (vacant)	Charged on vacant land within the collection zone – no service is provided
Business/Non Residential garbage	1 x weekly collection of 240 litre bin (green)
Garbage and recycling	1 x weekly collection of 240 litre bin (green); 1 x fortnightly collection of 240 litre recycling bin (blue)
Recycling collected	1 x fortnightly collection of 240 litre recycling bin (blue)

Table 2

### 6.2.2 Serviced area

The garbage and recycling services are normally only provided to those that are within the town boundary.]

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

### 6.2.3 Voluntary service

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

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

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

### 6.2.4 Fees and charges

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

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



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## Policy

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### 6.2.5 Compassionate service

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

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

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

## 7. RELATED LEGISLATION, POLICIES AND STRATEGIES

### 7.1 Legislation

- Local Government Act 1993
- Local Government (General) Regulations 2005
- Waste Avoidance and Resource Recovery Act 2001
- Reducing Waste: Implementation Strategy 2011- 2015

### 7.2 Council policies and guidelines

- Fees and Charges Register
- Waste Management Asset Management Plan
- User Fees and Charges Policy
- Commercial Credit Policy
- Community Assistance Policy

## 8. RECORDS MANAGEMENT

Recording of all information relating to this policy ...

All Records must be kept in accordance with Council's Records Management Policy (currently under development) and destroyed as per the General Retention and Disposal Authority: Local Government Records (GA39).

## 9. REVIEW AND EVALUATION

This policy (procedure) will be evaluated and reviewed at least once every four (4) years as per Council's Governance Policy (currently under development) or as required.

## 10. DOCUMENT AVAILABILITY

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## Policy

A number of legislative instruments require Councils to have the policy available for inspection at Council's principal office (i.e. Policies made under Part 3, of the Local Government Act 1993). Each document should therefore state the ways in which the policy is available including any relevant fees and charges for access to such policy. An example of the required statement is provided below:

This policy will be available for inspection at Council's principal office during ordinary business hours as per the requirements of section 18 (c) of the *Government Information (Public Access) Act 2009* and section 167 of the *Local Government Act 1993*.

Access to the policy in digital format is free and is available on Council's website <https://www.berriganshire.nsw.gov.au/>

Printed copies of the document are available at Council's principal office (address noted below) and are subject to Council's Fees and Charges.

*Berrigan Shire Council*  
56 Chanter Street  
BERRIGAN NSW 2712

Ph: 03 5888 5100

Email: [mail@berriganshire.nsw.gov.au](mailto:mail@berriganshire.nsw.gov.au)

### 11. VERSION CONTROL

Version Number	Date	Summary	Responsible Officer
2.0		Removal of waste services in kind. New format	Matt Hanse

### APPENDICES

### 8.13 Website Listings and Management

**101 Resolved** Cr Paine and Cr Hatty that the Council:

1. not pursue further, the listing of all businesses in the Berrigan Shire on Council's website;
2. provide links on the Berrigan Shire website when it is updated, to external providers for events at a local, and regional level; and
3. not develop a Community Groups listing for the Berrigan Shire website when it is updated, though Council does direct Council staff to ensure appropriate details of its section 355 Committees are included on its new website when that website is ready for publication.

### 8.14 Councillor Talking Posts

**102 Resolved** Cr Marriott and Cr Hatty that the Council engage with the community as per the outline contained in report 8.14 Councillor Talking Posts, with those meetings occurring quarterly with a talking post in each town commencing April 2023.

April 2023	Berrigan Library	Cr Reynoldson Cr Paine
	Barooga Library	Cr Cornwell-McKean Cr Marriott
	Tocumwal Library	Cr Hatty Cr McNaught
	Finley Library	Mayor Hannan Cr Taylor
July 2023	Berrigan Library	Cr Cornwell-McKean Cr Taylor
	Barooga Library	Cr Reynoldson Cr Marriott
	Tocumwal Library	Mayor Hannan Cr Paine
	Finley Library	Cr McNaught Cr Hatty

October 2023	Berrigan Library	Cr McNaught Cr Hatty
	Barooga Library	Mayor Matt Hannan Cr Paine
	Tocumwal Library	Cr Reynoldson Cr Taylor
	Finley Library	Cr Cornwell-McKean Cr Marriott

### 8.15 Tocumwal Chamber of Commerce Request

**103 Resolved** Cr Cornwell McKean and Cr Paine that the Council:

1. Request additional information from the Tocumwal Chamber of Commerce and Tourism to support their request, including
  - a. detailed financial information from July 2021 to the present
  - b. information on their business model for their visitor servicing operations
2. Delegate authority to provide rental support to the Tocumwal Chamber of Commerce and Tourism from October 2021 until July 2022, or part thereof, to the Chief Executive Officer and Mayor, with any decision to be made after giving due consideration to the information provided to the Council
3. Advise the Tocumwal Chamber of Commerce and Tourism that rental support provided to the Tocumwal Chamber of Commerce and Tourism will be subject to the following conditions
  - a. Tocumwal Chamber of Commerce and Tourism must provide quarterly reports to the Council in an agreed format on the operation of their visitor services. The report will include information on financial performance of the service, activities undertaken and outcomes achieved against agreed benchmarks
  - b. Tocumwal Chamber of Commerce and Tourism must provide an acquittal for the \$1,000 in funding provided by the Council in December 2020 for Christmas activities
4. Direct the CEO and Mayor to provide a report to the Council on any decision made under the delegation above.

Division: 4/4

For: Crs Hannan, Cornwell McKean, Marriott and Reynoldson

Against: Crs Paine, McNaught, Hatty and Taylor

The Mayor used his casting vote **FOR** the motion and the motion was **CARRIED**

#### 8.16 CEO Performance Agreement Quarterly Report

- 104 **Resolved** Cr Marriott and Cr Cornwell McKean that the Council note the quarterly report for CEO Performance Agreement.

#### 8.17 Unsolicited Proposal – Tocumwal Caravan Park Lease Extension

- 105 **Resolved** Cr Reynoldson and Cr Paine that the Council:

1. not support the Unsolicited Proposal to proceed to Stage 1b as it does not meet the requirements of uniqueness for such a proposal, nor does it offer sufficient value to the community to warrant further investigation.
2. direct the CEO to write to the Lessees of the Tocumwal Caravan Park outlining their decision and the reasons for that decision as per the requirements of the Unsolicited Proposals Guideline

#### 8.18 Social Media Management

- 106 **Resolved** Cr Cornwell McKean and Cr Taylor that the Council:

1. complete a full review of its Social Media Policy prior to allowing comments to be “turned back on” on any of its Social Media platforms. That Policy should include a framework that will allow staff to decide how and when to moderate posts, how and when to remove posts and how any relevant records must be kept;

#### 8.19 Tocumwal War Memorial Hall Shopfront

- 107 **Resolved** Cr Hatty and Cr Paine that the Council:

1. revoke the existing delegation made to the Tocumwal War Memorial Hall Committee of Management, and

2. make the following delegation to the Tocumwal War Memorial Hall Committee of Management:
  - a. To give care, control, and management of the Tocumwal War Memorial Hall – specifically excluding enforcement, regulatory revenue functions and any sub-letting or licensing to third parties – to a committee comprising community members and/or Councillors as appointed from time to time vide Section 355 of the *Local Government Act 1993* subject to the exercise of such authority conforming with the direction of the Council.
3. include for consideration a grant of \$8,000 to the Tocumwal War Memorial Hall Committee of Management in the draft 2022/23 budget for the 2022/23 financial year and subsequent years
4. direct the Chief Executive Officer to formalise a Crown Land lease for the occupancy of the shopfront at Tocumwal War Memorial Hall on a commercial basis.

#### 8.20 Development Application 20/22/DA/D5 - Proposed Residential Storage Shed – 11 Riley Court, Tocumwal

**108 Resolved** Cr Paine and Cr Taylor that the Council approve Development Application 20/22/DA/D5 for a Proposed Storage Shed, subject to the following conditions:

##### Approved Plans

The development shall be implemented substantially in accordance with the details set out on the plan/drawing Best Sheds Job No: 1015012735 Sheet 1-7 , Oz Building design Job No: 008 Sheet A101 A103 A 106 Dated 3/4/2022 and on the application form and on any supporting information received with the application except as amended by the conditions specified hereunder.

##### Use

This approval is granted for the shed to be used for Residential storage purposes normally associated with a residence. No other use is permitted for the shed unless prior approval is obtained from Council.

##### Construction Certificate

No work is to commence until the person granted development consent has had the detailed plans and specifications endorsed by the Council or other accredited certifier and has received a "Construction Certificate"(Section 6.7 *Environmental Planning and Assessment Act 1979* (EP&A Act)).

### **Appointment of PCA and Notice of Commencement**

No work is to commence until the person granted development consent has:

- a) obtained a Construction Certificate for each structure;
- b) appointed a PRINCIPAL CERTIFYING AUTHORITY;
- c) notified the Council of the appointment;
- d) appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential building is involved; and
- e) given the Council at least 2 days notice of the intention to commence erection of the building. "(Section 6.7 EP&A Act).

### **Critical State Inspections**

The Principal Certifying Authority for building or subdivision work carried out on a site is required to be satisfied that the work has been inspected on such occasions as are prescribed by the regulations or other occasions required by the principal certifying authority, before the issue of a Certificate of Occupancy or Subdivision Certificate for the building or work. (Section 6.5 EP&A Act)

### **Concrete Footings**

With reinforcement steel in position, before concrete is poured.

### **Occupation**

The structure must not be occupied or used until the Principal Certifying Authority has received and determined the application for an "Occupation Certificate".

A Final Occupation Certificate must not be issued unless all required certificates have been received and the building is suitable for occupation or use in accordance with its classification under the Building Code of Australia. (Section 6.3 and 6.18 EP&A Act)

### **Compliance with Building Code**

All building work must be carried out in accordance with the provisions of the Building Code of Australia

### **Permitted hours for building work**

All building work shall be carried out only between the hours of 7.00am and 6.00pm Monday to Friday inclusive, 8.00am and 5.00pm Saturdays. No work shall be carried out on Sundays and public holidays.

### **Stormwater**

Roofwater runoff from any structure is to be retained on site and should be collected and stored for recycling and reuse. An adequate water supply must be maintained for domestic use. Over flow from the onsite water storage use is to be drained to the Riley Court Kerb.

### **Excavations and Backfilling**

- (a) All excavations and backfilling associated with the erection or demolition of a building must be executed safely and in accordance with appropriate professional standards.
- (b) All excavations associated with the erection or demolition of a building must be properly guarded and protected to prevent them from being dangerous to life or property.

### **Signs Erected on Building and Demolition Sites**

- (a) A Sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:
  - (i) stating that unauthorised entry to the work site is prohibited, and
  - (ii) showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside working hours.
- (b) Any such sign is to be removed when the work has been completed. (Clause 78H of the Regulation).

### **Landscaping Screening**

Prior to the issuance of the Construction Certificate, a landscaping plan is to be supplied to the Council to show the type and variety of the plan that will be planted to help reduce the visual impact of the Northern shed wall. This will need to be to the satisfaction of the Council's Development Manager and be of a non-deciduous plant type to ensure screening is in place all year round.

### **Contamination discovered during works**

- (1) If during works on the land comprising the lot, the land is found to be contaminated, within the meaning of the [Contaminated Land Management Act 1997](#)—
  - (a) all works must stop immediately, and
  - (b) the Environment Protection Authority and the council must be notified of the contamination.
- (2) Land is found to be contaminated for the purposes of this clause if the person having the benefit of the complying development certificate or the principal certifying authority knows or should reasonably suspect the land is contaminated.

#### **Note—**

Depending on the nature and level of the contamination, remediation of the land may be required before further work can continue.

### **Rainwater tank**

All costs are to borne by the landowner if any nuisance or damage is caused by the rainwater tank by seepage of water to any adjoining property.

### **Run-off and erosion controls**



Run-off and erosion controls must be implemented to prevent soil erosion, water pollution or the discharge of loose sediment on the surrounding land by—

- (a) diverting uncontaminated run-off around cleared or disturbed areas, and
- (b) erecting a silt fence and providing any other necessary sediment control measures that will prevent debris escaping into drainage systems, waterways or adjoining properties, and
- (c) preventing the tracking of sediment by vehicles onto roads, and
- (d) stockpiling top soil, excavated materials, construction and landscaping supplies and debris within the lot.

#### **Archaeology discovered during works**

If any object having interest due to its age or association with the past is uncovered during the course of the work—

- (a) all work must stop immediately in that area, and
- (b) the Office of Environment and Heritage must be advised of the discovery.

#### **Note—**

Depending on the significance of the object uncovered, an archaeological assessment and excavation permit under the *Heritage Act 1997* may be required before further the work can continue.

#### **Aboriginal objects discovered during works**

If an Aboriginal object (including evidence of habitation or remains) is discovered during the course of the work—

- (a) all excavation or disturbance of the area must stop immediately, and
- (b) the person making the discovery must advise the Chief Executive (within the meaning of the [National Parks and Wildlife Act 1974](#)) of the discovery in accordance with section 89A of that Act.

#### **Note—**

If an Aboriginal object is discovered, an Aboriginal heritage impact permit may be required under the [National Parks and Wildlife Act 1974](#).

#### **Section 68**

Prior to the issue of the construction certificate an application for approval pursuant to Section 68 of the Local Government Act, 1993 to carry out water supply, stormwater and sewerage works is to be lodged with Council. The approval under Section 68 of the Local Government Act, 1993 is to be obtained prior to any works commencing on site.

#### **Division:**

In Favour: All

Against: Nil

#### 8.21 Workforce Roundtable

109 **Resolved** Cr Hatty and Cr Marriott that the Council receive and note this report.

#### 8.22 Development Assessment & Control Community Consultation Policy

110 **Resolved** Cr Cornwell McKean and Cr Reynoldson that the Council revoke the Development Assessment and Control Community Consultation Policy.

#### 8.23 Submission: Local Contributions Reform

111 **Resolved** Cr McNaught and Cr Reynoldson that the Council endorse the Local Infrastructure Contributions Submission attached as "**Appendix 8.23-A**".

#### 8.24 Berrigan Shire Council Information Guide

112 **Resolved** Cr Paine and Cr Marriott that pursuant to section 21 of the *Government Information (Public Access) Act* the Council adopt the Berrigan Shire Council Information Guide attached as "**Appendix 8.24-A**" as amended with the new Council time as 9:15am.

#### 8.25 ABS Regional Population Growth – 2020/21

113 **Resolved** Cr Taylor and Cr McNaught that the Council receive and note this report.

#### 8.26 Development Determinations for Month of March 2022

114 **Resolved** Cr Paine and Cr Marriott that the Council receive and note this report.

#### 8.27 Quarterly Engagement with NSW Police

This report was for information only.

115 **Resolved** Cr Marriott and Cr Cornwell McKean that the Council write to the NSW Police Force, the Minister for Police, and Property NSW to express the Council's

concerns regarding the unacceptable delays in bring the Police residence at Barooga to an acceptable standard for use.

#### 8.28 Lewis Crescent Subdivision – Signing and Sealing

**116 Resolved** Cr Hatty and Cr McNaught that the Council:

1. Confirm its delegation to the Chief Executive Officer to arrange for the sale of lots in the Lewis Crescent subdivision;
2. delegate authority to the Chief Executive Officer and Mayor to sign under seal any contracts for the sale of land relating to the Lewis Crescent subdivision as lots are sold.

#### 8.29 Marketing and Promotion

**117 Resolved** Cr Marriott and Cr Hatty that the Council note this report.

#### 8.30 2021-2022 Rates Collections and Outstanding Debtors – 3rd Quarter Report to Council

**118 Resolved** Cr McNaught and Cr Reynoldson that the Council receive and note this report.

#### 8.31 Adventure Flight Proposal – Tocumwal Aerodrome

**119 Resolved** Cr Hatty and Cr Cornwell McKean that the Council:

1. approve the operation of Adventure Flights from the Tocumwal aerodrome by the operators of the Tocumwal Aviation Museum.
2. direct the CEO to arrange a formal agreement with the operators of the Tocumwal Aviation Museum to manage Adventure Flights from the museum only, and to accept the transfer of liability for that operation through their current \$20,000,000 in Public Liability Insurance.

#### 8.32 Tocumwal Foreshore Building – Leases

**120 Resolved** Cr Paine and Cr Reynoldson that the Council delegate authority to the Chief Executive Officer and Mayor to sign under seal commercial leases prepared for occupancy of the Tocumwal Foreshore Building on Lot 422 DP1253984.

### 8.33 Additional Special Variation

**121 Resolved** Cr McNaught and Cr Paine that the Council submit to the Independent Pricing and Regulatory Tribunal (IPART) an application for an Additional Special Variation (ASV) as per s508(2) of the *Local Government Act 1993*. The application is made on the following basis:

1. The application is for a permanent special variation under s508(2) of the Local Government Act – seeking an additional 1.1% over and above the 2022/23 rate peg set for Berrigan Shire Council by IPART
2. The Council will receive an additional \$61,489 in revenue from the ASV
3. The special variation is required to ensure that the Council is able to deliver on the items included in its Delivery Program 2017-22 (as extended)
4. The Council has considered the impact on ratepayers and the community in 2022-23 and in future years if the special variation is approved, and considers that it is reasonable

## 9. NOTICES OF MOTION / QUESTIONS WITH NOTICE

Nil

## 10. CONFIDENTIAL MATTERS

Nil

## 11. MOTIONS WITHOUT NOTICE / QUESTIONS WITHOUT NOTICE

### Cr Carly Marriott

- By-pass
- Little Tornados film
  - 30 April, 2022 – invites being sent
  - billboard entrance into Cobram - \$500 donation for BSC logo

### Cr Ted Hatty

- Railway crossing at Tocumwal
  - suggests the investigation of a light system
  - traffic committee
- Rocks Road – change the give way sign during harvest
  - traffic committee
- Brownes Road access to highway and departing
  - not wide enough for trucks
  - safety spots

- traffic committee

**Cr Julia Cornwell McKean**

- Nil

**Matthew Hansen (Deputy Chief Executive Officer)**

- \$307k BSC allocated for community events
- Meeting tomorrow with MLHD regarding consultation about the \$25 million allocated for the Finley Hospital upgrades, to be followed by a Town Hall meeting on 3 May

**Joanne Ruffin (Director Strategic Planning & Development)**

- Expression Of Interest for LEP review
- Survey for review of Disability Inclusion Action Plan
- Special SPW 11/5 to consider Operational Plan and Budget

**Rohit Srivastava (Director Infrastructure)**

- Barooga Water Treatment Plant Trade Waste Discharge
  - Department declined application
  - arranging a meeting with the Minister

## 12. COUNCILLOR REPORTS

### 12.1 Mayors Report

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

- 24/3 Albury CEO of RAMJO, Justin Clancy Member for Albury – Rate Pegging, Workforce shortages, support for rebuild Albury Wodonga Hospital
- 21/3 Zoom Murrumbidgee and Murray Water Strategy
- 22/3 Workshop with University – mapping of agricultural lands
- 23/3 Zoom – Site visit Riley Court, Tocumwal
- 23/3 Zoom – Chamber with Hatty, CEO Tocumwal Library
- 24/3 Roundtable workforce with businesses
- 28/3 Zoom – Joint organisations chair forum
- 29/3 signed MOU with TGBC
- 30/3 Meeting with Cr Marriott and McNaught at Moira
- 30/3 MOU signing with 4 Councils in Mulwala
- 30/3 Kerbside Waste Collection Zoom Meeting
- 1/04 RAMJO Water sub-committee
- 4/04 Chamber Presidents Meeting
- 6/04 Albury catchup with RAMJO CEO

122 **Resolved** Crs Marriott and Hatty that the Mayor’s Report be received.

### 12.2 Verbal Reports from Delegates

**Cr Carly Marriott**

- Nil

Cr Carly Marriott left the Council Chambers at 1:08pm.

**Cr John Taylor**

- Nil

**Cr Renee Paine**

- Berrigan Sportsground Committee Meeting
  - break-in / security
  - previous resolution
- Tocumwal Recreation Reserve Committee Meeting
  - awaiting funding advice from Project Manager

**Cr Roger Reynoldson**

- Bushfire Management Committee meeting
  - funding available for protection

**Cr Julia Cornwell McKean**

- Barooga Recreation Reserve
  - handing over Treasurer
  - watering system
- ARIC Meeting
- Kerbside Collection Contract Meeting
- Barooga Advancement Group Meeting
  - new logo, will launch
  - Chamber meeting format

**Cr Sarah McNaught**

- Nil

**Cr Ted Hatty**

- Tocumwal Chamber discussion
- Tocumwal Swimming Pool Committee
  - concern re: pumps / safety
  - keep Committee informed
- Workforce Meeting
- Ambulance Steering Committee Meeting
- Tocumwal War Memorial Hall Committee

**13. CONCLUSION OF MEETING**

There being no further business, the meeting closed at 1:31pm.