

# **AGENDA AND BUSINESS PAPER**

## **Ordinary Meeting of Council**

**To be held on  
MONDAY  
30 MAY 2016  
AT 6.00PM**

Cnr Baylis and Morrow Streets,  
Wagga Wagga NSW 2650  
PO Box 20, Wagga Wagga

Phone: 1300 292 442  
Fax: 02 6926 9199  
Website: [www.wagga.nsw.gov.au](http://www.wagga.nsw.gov.au)



## **NOTICE OF MEETING**

In pursuance of the provisions of the Local Government Act, 1993 and the Regulations there under, notice is hereby given that an Ordinary Meeting of the Council of the City of Wagga Wagga will be held in the Council Chamber, Civic Centre, Corner Baylis and Morrow Streets, Wagga Wagga, on Monday 30 May 2016 at 6.00pm.



Mr Alan Eldridge  
**General Manager**

## **WAGGA WAGGA CITY COUNCILLORS**



**Mayor  
Councillor Rod  
Kendall**



**Deputy Mayor  
Councillor Dallas  
Tout**



**Councillor Yvonne  
Braid**



**Councillor Alan  
Brown**



**Councillor Greg  
Conkey OAM**



**Councillor Paul  
Funnell**



**Councillor Gary  
Hiscock**



**Councillor Julian  
McLaren**



**Councillor Andrew  
Negline**



**Councillor Kerry  
Pascoe**

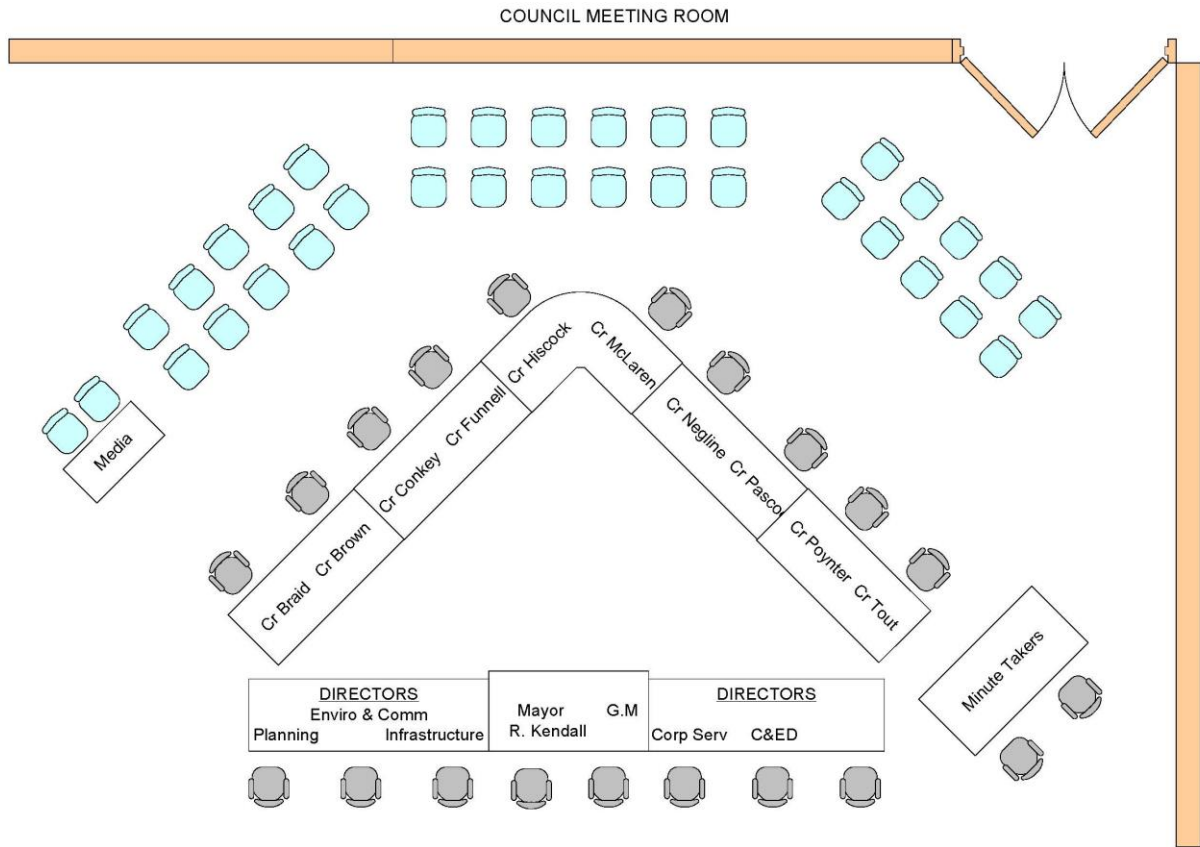


**Councillor Kevin  
Poynter**

## **QUORUM**

The quorum for a meeting of the Council is a majority of the Councillors of the Council who hold office for the time being who are eligible to vote at the meeting.

# COUNCIL MEETING ROOM





# ORDINARY MEETING OF COUNCIL AGENDA AND BUSINESS PAPER

MONDAY 30 MAY 2016

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**PRAYER**

**ACKNOWLEDGEMENT OF COUNTRY**

**APOLOGIES**

**CONFIRMATION OF MINUTES**

**CM-1          SUPPLEMENTARY COUNCIL MEETING - 9 MAY 2016**

**Recommendation**

**That the Minutes of the proceedings of the Supplementary Council Meeting held on 9 May 2016 be confirmed as a true and accurate record.**

**Attachments**

1 [↓](#). Minutes - Supplementary Council Meeting - 9 May 2016    84

**DECLARATIONS OF INTEREST**

## **REPORTS FROM POLICY AND STRATEGY COMMITTEE**

### **PS-1          POLICY AND STRATEGY COMMITTEE MEETING - 9 MAY 2016**

#### **Recommendation**

**That the Minutes of the Policy And Strategy Committee Meeting held on 9 May 2016 be confirmed and recommendations numbered PSCM-1, PSRP-1 to PSRP-10 contained therein be adopted.**

#### **Attachments**

1 [!\[\]\(ec9132f1d27c8919987d92907322654d\_img.jpg\)](#). Minutes - Policy and Strategy Committee Meeting - 9 May 2016

**MINUTES of the POLICY AND STRATEGY COMMITTEE MEETING held on Monday 9 May 2016.****PRESENT**

Councillor Kerry Pascoe (Chairperson)  
 The Mayor, Councillor Rod Kendall  
 Councillor Yvonne Braid  
 Councillor Alan Brown  
 Councillor Greg Conkey OAM  
 Councillor Paul Funnell  
 Councillor Garry Hiscock  
 Councillor Julian McLaren  
 Councillor Kevin Poynter  
 Councillor Dallas Tout

**IN ATTENDANCE**

General Manager	(Mr A Eldridge)
Acting Director Commercial & Economic Development	(Mr J Bolton)
Director Corporate Services	(Mr C Richardson)
Director Environmental & Community Services	(Mrs J Summerhayes)
Acting Manager Economic Development & Visitor Economy	(Mr R Robinson)
Manager Finance	(Mrs C Rodney)
Manager Environmental & Recreation Services	(Mr M Gardiner)
Manager Engineering	(Mr A Fenwick)
Manager Development Services	(Mr C Farmer)
Manager Regulatory Services	(Mr G Minehan)
Manager Executive Support	(Mr S Gray)
Manager Project Operations	(Ms C Angel)
Manager Livestock Marketing Centre	(Mr P Martin)
Senior Town Planner	(Mr A Stander)
Strategic Partner – Corporate Governance & Risk	(Mrs N Johnson)
Strategic Partner – Strategy & Communications	(Mr B Koschel)
Town Planner	(Mr M Collins)
Land and Real Property Coordinator	(Ms D Wright)
Corporate Governance & Risk Coordinator	(Mrs J Watkins)

This is page 1 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

**MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** held on **Monday 9 May 2016**.

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### **ACKNOWLEDGEMENT OF COUNTRY**

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of this Land. I would also like to pay respect to the Elders both past and present of the Wiradjuri Nation and extend that respect to other Community members present.

### **APOLOGIES**

An apology for non-attendance was received and accepted for Councillor A Negline on the Motion of Councillors G Hiscock and Councillor Y Braid.

**CARRIED**

### **CONFIRMATION OF MINUTES**

#### **PSCM-1 POLICY AND STRATEGY COMMITTEE MEETING - 11 APRIL 2016**

##### ***Recommendation:***

On the Motion of Councillors K Poynter and P Funnell

**That the Minutes of the proceedings of the Policy and Strategy Committee Meeting held on 11 April 2016 be confirmed as a true and accurate record.**

**CARRIED**

### **DECLARATIONS OF INTEREST**

Councillor A Brown declared a Pecuniary Interest, the reason being that he provides professional training services to Council.

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This is page 2 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

**MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** held on **Monday 9 May 2016**.

### **PUBLIC DISCUSSION FORUM**

PSRP-3 DA14/0573.01 - TWO STOREY DWELLING - MODIFICATION TO ADD A FRONT RETAINING WALL - 31 KANSAS DRIVE TOLLAND NSW 2650 - LOT 22 DP 1090173

- Mr Todd Gillard, Todd Gillard Building – Speaking in favour of the report

PSRP-5 DA14/0514 DEVELOPMENT APPLICATION FOR A 7 UNIT MULTI DWELLING HOUSING DEVELOPMENT WITH COMMUNITY TITLE SUBDIVISION AT 17 ALBURY STREET, WAGGA WAGGA

- Mr Ken Howell and Mr Matthew Burke, UPA NSW – Speaking against the report
- Ms Dorothy Evans – Speaking against the report
- Miss Stephanie Anderson, MJM Consulting Engineers – Speaking in favour of the report

### **PROCEDURAL MOTION - CHANGE OF STANDING ORDERS**

#### ***Recommendation:***

On the Motion of Councillors A Brown and P Funnell

**That Council bring forward consideration of PSRP-3 DA14/0573.01 - TWO STOREY DWELLING - MODIFICATION TO ADD A FRONT RETAINING WALL - 31 KANSAS DRIVE TOLLAND NSW 2650 - LOT 22 DP 1090173 and PSRP-5 DA14/0514 DEVELOPMENT APPLICATION FOR A 7 UNIT MULTI DWELLING HOUSING DEVELOPMENT WITH COMMUNITY TITLE SUBDIVISION AT 17 ALBURY STREET, WAGGA WAGGA to follow the public discussion forum.**

**CARRIED**

This is page 3 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.



**MINUTES of the POLICY AND STRATEGY COMMITTEE MEETING held on Monday 9 May 2016.**

**PSRP-3 DA14/0573.01 - TWO STOREY DWELLING - MODIFICATION TO ADD A FRONT RETAINING WALL - 31 KANSAS DRIVE TOLLAND NSW 2650 - LOT 22 DP 1090173**

***Recommendation:***

On the Motion of Councillors G Conkey OAM and D Tout

**That Council:**

- a approve Development Application DA14/0573.01 made under Section 96(1A) of the Environmental Planning and Assessment Act 1979, to amend DA14/0573 for Two (2) Storey Dwelling - Modification to add a front retaining wall, 31 Kansas Dr TOLLAND NSW 2650, Lot 22 DP 1090173, subject to conditions of consent outlined in the Section 79C Assessment Report for DA14/0573.01
- b alter the substantive recommendation to include the conditions of consent for final determination by Council

**RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993**

For the Motion

R Kendall  
Y Braid  
A Brown  
G Conkey OAM  
P Funnell  
G Hiscock  
K Pascoe  
K Poynter  
J McLaren  
D Tout

Against the Motion

**CARRIED**

This is page 4 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

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**MINUTES of the POLICY AND STRATEGY COMMITTEE MEETING held on Monday 9 May 2016.**

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**PSRP-5 DA14/0514 DEVELOPMENT APPLICATION FOR A 7 UNIT MULTI DWELLING HOUSING DEVELOPMENT WITH COMMUNITY TITLE SUBDIVISION AT 17 ALBURY STREET, WAGGA WAGGA**

A Motion was moved by Councillor J McLaren and the Mayor, Councillor R Kendall.

That Council:

- a approve Development Application DA14/0514 for 7 Multi Dwelling Housing Development with Community Title Subdivision, 17 Albury Street, Wagga Wagga subject to the conditions listed in the attached Section79C Assessment report for DA14/0514
- b alter the substantive recommendation to include the conditions of consent for final determination by Council

An AMENDMENT was moved by Councillor K Poynter and seconded by Councillor P Funnell.

That Council defer consideration of Development Application DA14/0514 for 7 Multi Dwelling Housing Development with Community Title Subdivision, 17 Albury Street, Wagga Wagga to the June 2016 Policy and Strategy Committee meeting to allow submission of final plans.

**RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993**For the Amendment

R Kendall

K Poynter

Against the Amendment

Y Braid

A Brown

G Conkey OAM

P Funnell

G Hiscock

K Pascoe

J McLaren

D Tout

The AMENDMENT on being put to the meeting was LOST.

An AMENDMENT was moved by Councillor K Poynter and seconded by the Mayor, Councillor R Kendall.

That Council refuse Development Application DA14/0514 for 7 Multi Dwelling Housing Development with Community Title Subdivision, 17 Albury Street, Wagga Wagga, the reason being that it does not comply with the Wagga Wagga Development Control Plan 2010.

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This is page 5 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

**MINUTES of the POLICY AND STRATEGY COMMITTEE MEETING held on Monday 9 May 2016.****RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993**For the Amendment

R Kendall

Y Braid

A Brown

G Conkey OAM

P Funnell

G Hiscock

K Pascoe

K Poynter

D Tout

Against the Amendment

J McLaren

The AMENDMENT on being put to the meeting was CARRIED and become the Motion.

**Recommendation:**

On the Motion of Councillor K Poynter and the Mayor, Councillor R Kendall

**That Council refuse Development Application DA14/0514 for 7 Multi Dwelling Housing Development with Community Title Subdivision, 17 Albury Street, Wagga Wagga, the reason being that it does not comply with the Wagga Wagga Development Control Plan 2010.**

**RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993**For the Motion

R Kendall

Y Braid

A Brown

G Conkey OAM

P Funnell

G Hiscock

K Pascoe

K Poynter

J McLaren

D Tout

Against the Motion**CARRIED**

This is page 6 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.



**MINUTES of the POLICY AND STRATEGY COMMITTEE MEETING held on Monday 9 May 2016.**

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**PROCEDURAL MOTION - ENGLOBO**

***Recommendation:***

On the Motion of Councillors P Funnell and A Brown

**That Council adopt PSRP-6 and PSRP-8, as recommended in the business papers.**

**CARRIED**

**REPORTS FROM STAFF**

**PSRP-1 RESPONSES TO QUESTIONS/BUSINESS WITH NOTICE**

***Recommendation:***

On the Motion of Councillor A Brown and the Mayor, Councillor R Kendall

**That Council receive and note the report outlining responses to Questions/Business with Notice.**

**CARRIED**

PSRP-2 DA15/0384 - DUAL OCCUPANCY AND COMMUNITY TITLE SUBDIVISION - 110 BROOKLYN DRIVE BOURKELANDS 2650, LOT 20 DP 11187542 report was withdrawn prior to the meeting.

PSRP-3 DA14/0573.01 - TWO STOREY DWELLING - MODIFICATION TO ADD A FRONT RETAINING WALL - 31 KANSAS DRIVE TOLLAND NSW 2650 - LOT 22 DP 1090173 was moved forward for consideration following the Public Discussion Forum.

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This is page 7 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

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**MINUTES of the POLICY AND STRATEGY COMMITTEE MEETING held on Monday 9 May 2016.**

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**PSRP-4 DA16/0103 - DWELLING & GARAGE - SPRING STREET, WAGGA WAGGA NSW 2650**

A Motion was moved by Councillors P Funnell and G Hiscock.

That Council:

- a approve Development Application DA16/0103 Dwelling and Garage at Spring Street, Wagga Wagga, subject to the conditions outlined in the Section 79C Assessment Report for DA16/0103
- b alter the substantive recommendation to include the conditions of consent for final determination by Council

An AMENDMENT was moved by Councillor A Brown and seconded by Councillor K Poynter.

That Council defer consideration of DA16/0103 Dwelling and Garage at Spring Street, Wagga Wagga.

**RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993**For the Amendment

Y Braid  
A Brown  
G Conkey OAM  
P Funnell  
G Hiscock  
K Poynter

Against the Amendment

R Kendall  
K Pascoe  
J McLaren  
D Tout

The AMENDMENT on being put to the meeting was CARRIED and became the Motion.

An AMENDMENT was moved by Councillor K Poynter and seconded by the Mayor, Councillor R Kendall.

That Council defer consideration of DA16/0103 Dwelling and Garage at Spring Street, Wagga Wagga to the June 2016 Policy and Strategy Committee Meeting.

Councillor D Tout moved that the Motion be put.

**CARRIED**

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This is page 8 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

**MINUTES of the POLICY AND STRATEGY COMMITTEE MEETING held on Monday 9 May 2016.****RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993**For the AmendmentAgainst the Amendment

R Kendall  
 Y Braid  
 A Brown  
 G Conkey OAM  
 P Funnell  
 G Hiscock  
 K Pascoe  
 K Poynter  
 J McLaren  
 D Tout

The AMENDMENT on being put to the meeting was CARRIED and become the Motion.

**Recommendation:**

On the Motion of Councillor K Poynter and the Mayor, Councillor R Kendall

**That Council defer consideration of DA16/0103 Dwelling and Garage at Spring Street, Wagga Wagga to the June 2016 Policy and Strategy Committee Meeting.**

**RECORD OF VOTING ON DEVELOPMENT OR PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993**For the MotionAgainst the Motion

R Kendall  
 Y Braid  
 A Brown  
 G Conkey OAM  
 P Funnell  
 G Hiscock  
 K Pascoe  
 K Poynter  
 J McLaren  
 D Tout

**CARRIED**

PSRP-5 DA14/0514 DEVELOPMENT APPLICATION FOR A 7 UNIT MULTI DWELLING HOUSING DEVELOPMENT WITH COMMUNITY TITLE SUBDIVISION AT 17 ALBURY STREET, WAGGA WAGGA was moved forward for consideration following the Public Discussion Forum.

This is page 9 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.



**MINUTES of the POLICY AND STRATEGY COMMITTEE MEETING held on Monday 9 May 2016.**

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**PSRP-6 THIRD QUARTER PERFORMANCE REPORT - INTEGRATED PLANNING AND REPORTING QUARTERLY PERFORMANCE REPORT AND QUARTERLY BUDGET REVIEW**

***Recommendation:***

On the Motion of Councillors P Funnell and A Brown

**That Council:**

- a note the Integrated Planning and Reporting Quarterly Performance Report for the quarter ended 31 March 2016**
- b note the variations to the 2015/16 original budget for the quarter ended 31 March 2016 as presented in this report**
- c note the Responsible Accounting Officer reports, in accordance with the Local Government (General) Regulation 2005 (Part 9 Division 3; Clause 203) that the financial position of Council is satisfactory having regard to the original estimates of income and expenditure and the recommendation made above**

**CARRIED**

**PSRP-7 LIVESTOCK MARKETING CENTRE STRATEGIC MASTER PLAN**

***Recommendation:***

On the Motion of Councillors A Brown and P Funnell

**That Council:**

- a adopt the Wagga Wagga Livestock Marketing Centre Strategic Master Plan 2016**
- b note the recommended capital works and receive further reports on capital expenditure projects during the procurement phase**
- c note and approve the budget as detailed in the budget section of the report**

**CARRIED**

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This is page 10 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.



**MINUTES of the POLICY AND STRATEGY COMMITTEE MEETING held on Monday 9 May 2016.**

**PSRP-8 WAGGA WAGGA CITY COUNCIL LICENCE RENEWAL FOR PART LOT 19 DP 717255 - DALMAN PARKWAY, GLENFIELD PARK**

***Recommendation:***

On the Motion of Councillors P Funnell and A Brown

**That Council:**

- a enter into a licence agreement with Janine Carmel King upon the following terms:
  - i Property – part Lot 19 DP 717255 known as 3 Dalman Parkway, Glenfield Park
  - ii Term – five (5) years commencing 1 November 2015 and expiring 31 October 2020
  - iii Rental - \$550 (GST inclusive) with annual rent reviews in accordance with Council's Revenue and Pricing Policy
- b authorise the execution of all necessary documents under Council's common seal as necessary

**CARRIED**

**PSRP-9 LOCAL DEVELOPMENT PERFORMANCE REPORTING 2014/15**

***Recommendation:***

On the Motion of Councillor G Conkey OAM and the Mayor, Councillor R Kendall

**That Council receive and note the Local Development Performance Monitoring report prepared by the NSW Department of Planning for the period 1 July 2014 to and inclusive of 30 June 2015.**

**CARRIED**

**PSRP-10 PETITION - WAGGA WAGGA CITY COUNCIL ANIMAL SHELTER**

***Recommendation:***

On the Motion of Councillors G Conkey OAM and P Funnell

**That Council receive and note the online petition.**

**CARRIED**

This is page 11 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

**MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** held on **Monday 9 May 2016**.

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**QUESTIONS/BUSINESS WITH NOTICE**

The following Questions/Business with Notice were raised to be addressed in the next available Business Paper.

1. Councillor K Poynter requested details of traffic studies that have been triggered by developments for the entire precinct north of the river, including the findings of each study and confirmation of when traffic studies are required for sub divisions.
2. Councillor A Brown requested details of the policy, including procedural fairness, followed to determine rental fees for private hangars at the airport.
3. Councillor Y Braid requested confirmation of future plans to include female toilets within the sheep yards at the Livestock Marketing Centre.

THIS COMPLETED THE BUSINESS OF THE POLICY AND STRATEGY COMMITTEE MEETING WHICH ROSE AT 8:52pm.

.....  
CHAIRPERSON

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This is page 12 of the **MINUTES** of the **POLICY AND STRATEGY COMMITTEE MEETING** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

## **REPORTS FROM STAFF**

### **RP-1 PETITION - WAGGA WAGGA CITY COUNCIL ANIMAL SHELTER**

**Author:** Gardiner, Mark  
**Director:** Summerhayes, Janice

#### **Recommendation**

##### **That Council:**

- a received and note the online petition**
- b receive a further report for the July Policy and Strategy Committee meeting addressing the issues within the petition**

#### **Report**

Council is in receipt of an online petition from Simone Lieschke received by Council on 10 May 2016. This petition has been submitted in accordance with POL086 Petitions Management Policy.

The petition states *“As rate/tax payers, the Wagga community deserves to have a council facility that has the highest of standards. Therefore, we would like the following to occur:*

- 1. Staff to have appropriate and relevant qualifications and a genuine passion for animals.*
- 2. All animals at the facility to be provided with basic requirements, such as water, food, veterinary treatment and dry bedding.*
- 3. The new dog kennels to be reviewed and for conditions to be improved, such as raised bedding provided.*
- 4. An independent audit to review Wagga Pound, its policies and procedures being made available to the public, and Council to implement policies and procedures that reflect current legislation, and ensure staff comply with them.*
- 5. Improved transparency and accuracy, especially in records and statistics.*
- 6. Improved communication with rescue groups and the public, and keeping the Council pound website up to date at all times, to reduce the euthanasia rate.*
- 7. Stimulus (such as toys) to be provided for animals to combat the damaging effects of boredom.*
- 8. Improved hygiene to prevent spread of disease and improve welfare.*
- 9. Implement reputable temperament testing methods, and feral/dangerous animals to be treated humanely.*

10. *Resources to be available for extreme cases of neglect or vulnerable animals, for example puppy/kitten food, flea and worm treatments.*

*The animals that come to Wagga Pound have already been through so much, they deserve to be treated humanely."*

This particular online petition has received 44,582 signatories.

Council staff acknowledge the concerns regarding past incidents at the shelter and has engaged an independent review which will ensure animal welfare is in line with best practice going forward. Council has the following actions underway:

- External review conducted by an independent veterinarian
- Review of Customer Service
- A review of legislative compliance
- Interim management of the Animal Shelter operations moved under the Environment and Community Services Directorate

Attached is the open letter from the General Manager outlining the initial response to community concerns of the Glenfield Road Animal Shelter (GRAS).

In the table below are practices and steps underway that relate to the Animal Shelter.

	<b>Changes Petition is asking for</b>	<b>Comment</b>
<b>1</b>	Staff to have appropriate and relevant qualifications and a genuine passion for animals.	Staff are appointed on merit and includes consideration of relevant experience and qualifications.
<b>2</b>	All animals at the facility to be provided with basic requirements, such as water, food, veterinary treatment and dry bedding.	Food and water is provided to meet the daily requirements of animals housed at the shelter.  Cages are cleaned daily and dry bedding provided.  Council has a contracted veterinarian that provides advice to staff and treatment of animals as required.  The in floor heating in the dog pens is operational and raised beds have been provided in all cages.
<b>3</b>	The new dog kennels to be reviewed and for conditions to be improved, such as raised bedding provided.	An external review of the new dog kennels is being undertaken. Raised bedding has been provided in each pen.
<b>4</b>	An independent audit to review Wagga Pound, its policies and procedures being made available to the public, and Council to implement policies and procedures that reflect current legislation, and ensure staff	A highly qualified veterinary specialist Jacob Michelsen is currently conducting an external review of the Glenfield Road Animal Shelter (GRAS).  Canberra-based Dr Michelsen recently visited the shelter as part of his review and

	comply with them.	is now in the process of assessing Council's procedures and policies.
5	Improved transparency and accuracy, especially in records and statistics.	<p>Council maintains an electronic register for all animals housed at the facility and report statistics annually to the Office of Local Government in accordance with the Companion Animals Act.</p> <p>During the past three (3) financial years, there were some discrepancies between the number of animals that entered and how they left the shelter. The discrepancies have occurred due to some data being duplicated. Rangers previously used a handwritten ledger and transitioned to the electronic system in 2012/13.</p> <p>In the new system it is not possible to monitor duplicated entries and following the discovery of this issue, the figures are now manually reviewed and have been adjusted.</p> <p>Unfortunately the figures were not updated on Council's website in a timely manner, which has added to the confusion around the data. Staff have again reviewed the records and statistics which have been updated and are publically available.</p>
6	Improved communication with rescue groups and the public, and keeping the Council pound website up to date at all times, to reduce the euthanasia rate.	<p>Council currently has 15 rescue groups that it liaises with regularly for the rehousing of abandoned animals. The volunteer and community programs are being reviewed and are valued for their relationship with the Animal Shelter.</p> <p>The website is being regularly updated to provide current information to the public.</p>
7	Stimulus (such as toys) to be provided for animals to combat the damaging effects of boredom.	<p>Staff are working to enhance the volunteers program that assists in providing interaction and stimulus to animals in the shelter.</p> <p>The external review of the shelter will provide recommendations on the current operations to ensure animal welfare.</p>
8	Improved hygiene to prevent spread of disease and improve welfare.	<p>The animals housed in the facility are monitored regularly and appropriate hygiene implemented to ensure any disease outbreaks are contained and treated.</p> <p>The external review will provide recommendations on current procedures and any improvements required to ensure</p>

		animal welfare.
<b>9</b>	Implement reputable temperament testing methods, and feral/dangerous animals to be treated humanely.	<p>Staff currently undertake a basic visual assessment of the animals temperament to provide an indication of the potential for rehoming. Further investigation is required prior to implementing a more detailed animal assessment program.</p> <p>The current practice at the shelter is to treat all animals humanely including impounded feral and dangerous animals. Any euthanasia of animals is carried out by Councils contracted veterinarian.</p>
<b>10</b>	Resources to be available for extreme cases of neglect or vulnerable animals, for example puppy/kitten food, flea and worm treatments.	The treatment of neglected or vulnerable animals is conducted in consultation with Councils contracted veterinarian. Animals are provided with the necessary veterinary treatment as required.

The findings of the above reviews will be presented to the General Manager for consideration and a summary report will be released to the community by 30 June 2016.

## Budget

In the last month the GRAS was placed under the interim management of the Environment and Community Services Directorate. In that time as part of operations the following improvement items have been identified and are subject to a budget variation request as part the Financial Performance Report within this the May Ordinary Council meeting business paper.

Entry landscaping improvements	\$6,500
Drainage improvements (quote pending)	\$8,500
Security improvements (additional CCTV cameras, replacing door)	\$2,800
Automatic drinkers	\$12,000
Dog exercise area (fencing and turf)	\$13,500
Additional cat cages / exercise pen	\$6,000
Dog wash facility	\$1,600
Facility Masterplan	\$3,000
Animal Shelter Heating	\$18,000
<b>Total</b>	<b>\$71,900</b>

## Policy

POL 086 Petitions Policy.

## Impact on Public Utilities

N/A

## Link to Strategic Plan

### 1. We are an engaged and involved community

1.1 We are a community that is informed and involved in decisions impacting us

## QBL Analysis

	Positive	Negative
Social	N/A	N/A
Environmental	N/A	N/A
Economic	N/A	N/A
Governance	That Council engages with the community to ensure transparency and accountability in its decision making.	N/A

## Risk Management and Work Health and Safety Issues for Council

No specific issues identified.

## Internal / External Consultation

N/A

## Attachments

- 1 [↓](#). Open Letter to the Community from Wagga Wagga City Council General Manager





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## Media Release

For immediate release

7 April 2016

### Open letter from General Manager Alan Eldridge

Over the course of the past week, a number of community members and animal welfare advocates have contacted Council regarding recent media reports about the Glenfield Road Animal Shelter (GRAS).

The response has been overwhelming. We have endeavoured to get back to as many of you as possible as we too take these concerns about animal welfare seriously.

If we have been unable to contact you personally, the following letter will answer many of your questions about the issues highlighted in the media and the ongoing improvements at the shelter.

#### **October 2014: Photograph of deceased cat in deceased animal storage freezer**

Many of you may have seen graphic images of a deceased cat in the freezer.

I can assure you that this cat was not left to die in the freezer.

That month, eight deceased cats were recorded at GRAS. Seven cats were euthanased by Council's contract veterinary officer, who determines the animal is deceased.

The eighth cat had been fatally hit by a vehicle in a suburban Wagga street and a Council Ranger was dispatched to collect the deceased animal. The deceased cat was scanned and no microchip was identified.

The deceased cat was placed in the Animal Shelter freezer, as per standard practice with deceased animals.

A volunteer later took a photo of this deceased cat and incorrectly believed it had been placed in the freezer alive due to the large amount of blood on the animal caused by vehicle impact.

#### **7 March 2015: Live cat found in animal shelter freezer**

As you are aware, a volunteer reported that a live cat had been found in the animal shelter freezer in March last year.

Council requested an independent investigation into the matter by the RSPCA in July 2015 and is hopeful it will be able to provide Council with a copy of the report soon.

While the report has not been provided to Council as yet, the RSPCA has published its findings, which read: "Upon review of all available evidence, it was determined that no proceedings could be commenced as RSPCA NSW was not confident of proving criminal charges beyond reasonable doubt".

Following the release of these findings, I would like to note the facts the RSCPA obtained through written statements:

- On 7 March 2015, a Council Ranger was handed a cat by a resident in the GRAS office who noted the cat had been wandering around near his residence for several days and had been injured at some point.
- The Ranger then walked to the cattery holding the cat in their arms. As the Ranger entered the common area between the cattery and the kennels, a volunteer was walking a large dog on a lead.
- The cat in the Ranger's arms reacted to the dog and clawed the Ranger in an attempt to escape.
- The Ranger immediately entered the cattery with the intent to secure the cat in a cage.
- The Ranger entered the cattery and moved into the cat cage area to find two unrestrained small to medium-sized dogs, which ran while barking loudly toward the Ranger and the cat.
- Who placed the two dogs in the cattery formed a part of the investigation by the RSPCA.
- Before the Ranger was able to secure the cat in a cage, the cat bit the Ranger on the right thumb. The bite was forceful enough for a tooth to be lodged in the Ranger's thumb.
- The Ranger stepped back into the entrance area to get the cat safely away from the dogs. The cat continued to bite the Ranger, who held the cat by the scruff of its neck with their left hand in an attempt to restrain it. In doing so, the cat became motionless.
- The Ranger then re-entered the cat cage area and secured the motionless cat in a cage, then left to get urgent medical attention at the GRAS office.
- A second Ranger was informed of the incident. The second Ranger left the office area.
- Council enquiries after the incident found the second Ranger believed the cat was deceased as it was unresponsive. As it was left in the cage and potentially visible to the public, the Ranger removed the cat from the cage and placed it in the deceased animal storage freezer.
- Council enquiries after the incident found the believed-to-be-deceased cat was in the freezer for no longer than three minutes.

At no time did Council staff intentionally place a live animal in the freezer. However, a number of questions about this incident remain - including why dogs were placed in the cattery, which appears to be a key factor of why this incident occurred.

I would also like to clarify that the Ranger who placed the cat in the freezer has not been employed at Council since last year.

### **Incorrect data on the website**

During the past three financial years, there are some discrepancies between the number of animals that entered and how they left the shelter.

The discrepancies have occurred due to some data being duplicated. Rangers previously used a handwritten ledger and transitioned to the electronic system in 2012/13.

In the new system it is not possible to monitor duplicated entries and following the discovery of this issue, the figures are now manually reviewed and have been adjusted.

Unfortunately the figures were not updated on Council's website in a timely manner, which has added to the confusion around the data and I apologise for this error.

I can assure you no animal at the shelter is unaccounted for and the updated and accurate figures are will be published as soon as possible.

### **Ongoing changes at the shelter**

Since stepping into the General Manager role in October 2015, I have not seen any evidence to suggest animals have been mistreated at GRAS.

A number of changes have already been made at GRAS, including:

- Introduction of a low euthanasia policy which means animals are kept for longer than the legislated period
- Installation of beds in the dog kennels to ensure there is never an issue with wet cement when the kennel area is cleaned
- The commissioning of a service review last year and the ongoing implementation of its recommendations

Earlier this week, I announced a number of additional immediate actions to ensure we are not only meeting our legislative requirements, but providing the best care possible at the shelter:

- I am engaging a third party to review the facility and procedures

- The Manager Environment and Recreation Services will take over management of the shelter from senior staff in the interim while all issues are thoroughly investigated and to allow for third party validation of the facility
- A review of customer interactions will also take place.
- Council's Governance section will review current practices and ensure Council is meeting its legislative obligations
- An automatic watering system for kennels will be investigated
- Issues regarding the in-floor heating in the new kennels will be rectified

In closing, we are committed to animal welfare and we are taking all of the concerns raised seriously.

Many of you have asked Council for action this week, and process and policy changes at GRAS have and will continue to be made.

Kind regards,  
Alan Eldridge  
General Manager, City of Wagga Wagga

**-Ends-**

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Contact Joshua Lang 6926 9190 / 0437 385 892 or [media@wagga.nsw.gov.au](mailto:media@wagga.nsw.gov.au) or follow us on Twitter - [@WaggaCouncil](https://twitter.com/WaggaCouncil)

**RP-2 DELEGATION OF AUTHORITY FOR THE GENERAL MANAGER**

**Author:** Priest, Christine  
**Director:** Richardson, Craig

**Recommendation**

That Council delegate, as outlined below, to the General Manager, the powers, authorities, duties and functions of the Council as shown in the Schedule hereto, subject to the limitations and exceptions as shown:

**SCHEDULE**

- a All powers, authorities, duties and functions of the Council conferred under the Local Government Act, 1993 other than the functions listed in Section 377 of that Act as matters incapable of being delegated**
- b All powers, authorities, duties and functions conferred or imposed on the Council under any other Act**

**LIMITATIONS**

- a A power, authority, duty or function the subject of this delegation shall not be exercised in a particular case if the holder of the office of General Manager receives a direction from the Council withdrawing a power, authority, duty or function in relation to any matter for which the Council is enabled to withdraw that power, authority, duty or function**
- b These delegations may be exercised only in accordance with legislation, prescribed standards, codes, policies and decisions of the Council**

**EXCEPTIONS**

- a Resolution of any matter relating to a development application requested by two or more Councillors to be referred to the Council by notice in writing addressed to the General Manager**
- b Determination of any development application, which relies on a SEPP 1 application that is required to be referred to the Council for determination in accordance with any directive issued by the Department of Planning**
- c Any matter required under clause 47E of the Local Government Act 1993, 'development of community land', to be referred to the Council**
- d Development applications submitted either as applicant or landowner by Councillors, senior officers or staff with delegations in the Planning Services Directorate other than minor development applications, eg. additions to existing dwellings less than 50m<sup>2</sup>, decks, carports, other additional works ancillary to a main dwelling**
- e Determination of any matter involving Council properties other than:**
  - i operational matters including maintenance, repairs and improvement**
  - ii leases or tenancies**
  - iii development applications where the property is a community asset, there has been no public objection, and there is no commercial advantage to the Council from any proposed works**

- iv for minor types of development on operational land, where there are no community objections, and there is no commercial advantage to the Council from any proposed works
- f Any commercial activity involving Council assets other than specified in EXCEPTION (e)(ii)
- g Those functions or matters which are required to be exercised 'by resolution' of the Council

## Report

Council, at the Supplementary Council Meeting of 7 December 2015, resolved:

*That Council:*

- a *endorse the appointment of Mr Alan Eldridge as General Manager for the period 7 October 2015 to 6 April 2016 subject to variation by mutual consent*
- b *endorse the Delegations of Authority to Mr Alan Eldridge for the position of General Manager for the period 7 October 2015 to 6 April 2016 as included in the attachment of the report*

Mr Alan Eldridge was appointed General Manager of Wagga Wagga City Council on 21 April 2016.

Delegation is the process by which a person or body empowers another person or body to perform a function. A function includes a power, authority or duty. A person or body making a delegation retains the capacity to perform that function.

Under Section 377 of the Local Government Act 1993 (the Act), Council may delegate to the General Manager or any other person or body, any of the functions of the Council other than the matters set out in that section. The functions which cannot be delegated are:

- (1) *A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:*
  - (a) *the appointment of a general manager*
  - (b) *the making of a rate*
  - (c) *a determination under section 549 as to the levying of a rate*
  - (d) *the making of a charge*
  - (e) *the fixing of a fee*
  - (f) *the borrowing of money*
  - (g) *the voting of money for expenditure on its works, services or operations*
  - (h) *the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment)*
  - (i) *the acceptance of tenders which are required under this Act to be invited by the council*
  - (j) *the adoption of an operational plan under section 405*
  - (k) *the adoption of a financial statement included in an annual financial report*
  - (l) *a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6*



- (m) *the fixing of an amount or rate for the carrying out by the council of work on private land*
  - (n) *the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work*
  - (o) *the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the [Environmental Planning and Assessment Act 1979](#)*
  - (p) *the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194*
  - (q) *a decision under section 356 to contribute money or otherwise grant financial assistance to persons*
  - (r) *a decision under section 234 to grant leave of absence to the holder of a civic office*
  - (s) *the making of an application, or the giving of a notice, to the Governor or Minister*
  - (t) *this power of delegation*
  - (u) *any function under this or any other Act that is expressly required to be exercised by resolution of the council*
- (2) *A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Director-General except as provided by the instrument of delegation to the council.*

In accordance with the Act, the Council cannot delegate to an employee other than the General Manager.

It should be noted that Section 378 of the Local Government Act allows the General Manager in turn to delegate any function so delegated to him/her to any other person or body, including an employee of the Council.

The adoption of the delegations to the General Manager enables him/her and subsequently, council staff, to make decisions within their granted authority. This is necessary to allow the provision of efficient and effective customer service to internal and external customers.

The form of Delegations to the General Manager is by exception. That is, the General Manager is empowered to carry out all functions of the Council except those functions specified in Section 377 of the Act and other limitations and exceptions included in the instrument of delegations, as set out above and in the attached Instrument of Delegations to the General Manager.

The recommendation provided above is in line with the existing delegations apart from one (1) item which has been deleted under the heading "Exceptions" This item is:

*"Determination of any Development Application of a value in excess of \$1,000,000, other than requests to modify or extend the lapse date of development consent on an application previously determined by the Council"*



This item is not required as the restrictions on Council officers determining a Development application under delegated authority are already defined under Council's Development Control Plan and the State Environmental Planning Policies (SEPP).

### **Budget**

N/A

### **Policy**

N/A

### **Impact on Public Utilities**

N/A

### **Link to Strategic Plan**

#### **1. We are an engaged and involved community**

1.1 We are a community that is informed and involved in decisions impacting us

### **QBL Analysis**

	<b>Positive</b>	<b>Negative</b>
Social	N/A	N/A
Environmental	N/A	N/A
Economic	N/A	N/A
Governance	The granting of delegations is an essential governance function enabling accountability and the efficient and effective functioning of the Council.	N/A

### **Risk Management and Work Health and Safety Issues for Council**

No specific issues identified.

### **Internal / External Consultation**

N/A

**RP-3 OUTSTANDING DEBTORS - AMOUNTS UNRECOVERABLE**

**Author:** Rodney, Carolyn  
**Director:** Richardson, Craig

**Recommendation****That Council:**

- a authorise, in accordance with Clause 131 of the Local Government (General) Regulation 2005, the write-off of Outstanding Debtor Accounts and Rates totalling \$60,034.55 against the existing Provisions for Doubtful Debts as outlined in the report**
- b note the \$27,974.05 total for outstanding accounts under \$1,000 which is also to be written off under the General Manager's delegation**

**Report**

The following outstanding amounts appear in Council's General Debtors or Rates Ledger and it is advised that all normal avenues of collection have been exhausted in respect of these accounts. The funding for the write-off is partly provided within Council's existing Provision for Doubtful Debts.

Pursuant to Clause 131 (4) of the Local Government (General) Regulation 2005:

*An amount of rates or charges can be written off under this clause only:*

- (a) if there is an error in the assessment, or*
- (b) if the amount is not lawfully recoverable, or*
- (c) as a result of a decision of a court, or*
- (d) if the council or the general manager believes on reasonable grounds that an attempt to recover the amount would not be cost effective.*

**Outstanding accounts over \$1,000 each**

<b>Debtor Type</b>	<b>Amount</b>	<b>Invoice Date</b>	<b>Reason for Write-Off</b>
<b>Rates and interest charges</b>	\$49,135.69	2007/08 rate levy through to 2015/16 rate levy	<p>This amount refers to outstanding rates and interest charges relating to the lease of Crown Land i.e. 11 Fitzhardinge Street Wagga Wagga by the South Wagga Sports &amp; Bowling Club Ltd (SWSBC).</p> <p>SWSBC was placed into administration in 2009. The Liquidator in his letter dated 24 February 2016 (attached Appendix 1) has advised that the Deed of Company Arrangement was terminated and SWSBC has been wound up. The Liquidator further advises:</p>

Debtor Type	Amount	Invoice Date	Reason for Write-Off
			<p><i>"Please be advised there is no prospect of any further monies being recovered in this matter and I propose soon finalising the Liquidation and having the SWSBC deregistered."</i></p> <p>Council has just received a notice of transfer for 11 Fitzhardinge Street from the Land and Property Information NSW that the new lessees of the above site from 30/11/2015 are the Police Citizens Youth Clubs NSW Ltd (PCYC).</p> <p>Pursuant to Section 560 of the Local Government Act land owned by the Crown if leased the lessee is liable to pay the rates. The Liquidator has advised that no further funds will be forthcoming from the liquidation process of the SWSBC.</p>
<b>Cemetery Fees</b>	\$3,596.22	19/04/2013	This amount refers to an outstanding debtor account in relation to burial fees at the Cemetery. All avenues pursued to recover debt have been unsuccessful, including Statement of Claim, Exam Notice and Arrest Warrant.
<b>Cemetery Fees</b>	\$2,975.32	07/05/2014	This amount refers to an outstanding debtor account in relation to burial fees at the Cemetery. All avenues pursued to recover debt have been unsuccessful; with Council recently receiving advice that the creditor has moved on from the address Council held.
<b>Cemetery Fees</b>	\$2,875.32	16/10/2013	This amount refers to an outstanding debtor account in relation to burial fees at the Cemetery. All avenues pursued to recover debt have been unsuccessful; with Council recently receiving advice that the creditor has moved on from the address Council held.
<b>Cemetery Fees</b>	\$1,452.00	25/03/2013	This amount refers to an outstanding debtor account in relation to burial and plaque fees at the Cemetery. All avenues pursued to recover debt have been unsuccessful.
<b>Amount to be Written Off to Provisions – transactions greater than \$1,000</b>	<b>\$60,034.55</b>		

## Outstanding amounts under \$1,000 each

The General Manager, under Delegation 1.56 has authority to write off individual amounts under \$1,000. A review of outstanding accounts under \$1,000 that Council is unlikely to recover totals \$27,974.05. A summary by charge type is provided below:

Charge Type	Number	Total Amount
Environmental Health Inspection Fees	85	\$8,934.60
Environmental Health Admin Fees	31	\$4,760.30
Hoarding Permit Application Fees	30	\$4,482.00
Construction Certificates Extra Inspections	23	\$3,312.15
Sewer Inspection Fees	11	\$1,275.40
Cemetery	4	\$1,576.30
Other	38	\$3,633.30
<b>Total under \$1,000 each</b>	<b>222</b>	<b>\$27,974.05</b>

Proposed amounts over \$1,000 each to be written off	\$60,034.55
Proposed amounts under \$1,000 each to be written off	<u>\$27,974.05</u>
<b>Total Proposed write off</b>	<b>\$88,008.60</b>

## Budget

The amounts recommended for write off are partially provided for in the existing provision for doubtful debts and annual expenditure budget which totals \$32,746.88, with the remaining \$55,261.72 being a negative variation to Council's bottom line. Included in the May 2016 Council Meeting Reports is the Monthly Financial Performance Report which includes other favourable variations to bottom line which will ensure Council's targeted balanced bottom line is still achieved.

Project Name & Component	Existing Budget	Expenditure to Date	Proposed Budget Variation	Effect on LTFP
Provision for Doubtful Debts	\$22,746.88	\$0		No
Doubtful Debts annual budget	\$10,000.00	\$0	\$55,261.72	No
<b>TOTALS</b>	<b>\$32,746.88</b>	<b>\$0</b>	<b>\$55,261.72</b>	

## Policy

N/A

## Impact on Public Utilities

N/A

**Link to Strategic Plan****1. We are an engaged and involved community**

1.1 We are a community that is informed and involved in decisions impacting us

**QBL Analysis**

	<b>Positive</b>	<b>Negative</b>
Social	N/A	N/A
Environmental	N/A	N/A
Economic	N/A	A reduction in overall revenue for Council.
Governance	It is best practice for any business to undertake a regular review of its debtors and action in line with established industry procedures.	N/A

**Risk Management and Work Health and Safety Issues for Council**

No specific issues identified.

**Internal / External Consultation**

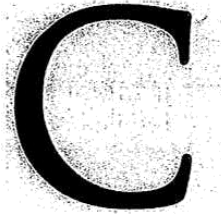
N/A

**Attachments**

1<sup>1</sup>. Liquidator - Chamberlain's S.B.R Chartered Accountants

**CHAMBERLAIN'S**  
CHARTERED ACCOUNTANTS

*"Guidance in times of Financial Difficulties"*



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ABN 69 276 118 826

Principal Chris Chamberlain B. Bus., F.C.A.  
Partner Steven Priest B. Bus. (Acc) C.A.

Our Ref: O CC:NP

Your Ref:

24<sup>th</sup> February 2016

Mr M Crane  
C/- [Murraycr@oscollections.com.au](mailto:Murraycr@oscollections.com.au)

Dear Sir,

**Re: South Wagga Sports & Bowling Club Ltd (In Liquidation) ("SWSBC")**  
**A.C.N. 001 048 157**  
**& 11 Fitzhardinge Street, Wagga Wagga**  
**& Your Client Wagga Wagga City Council.**

I refer to our recent telephone conversation in regard to the above and now annexe as per your request a copy of the minutes of that meeting wherein the former Deed of Company Arrangement was terminated and the SWSBC was Wound Up.

Please be advised there is no prospect of any further monies being recovered in this matter and I propose soon finalising the Liquidation and having the SWSBC deregistered.

I trust this assists.

Yours faithfully,  
CHAMBERLAINS SBR,

  
CHRIS CHAMBERLAIN - LIQUIDATOR

Wangaratta Office  
Tel 1300 887 687 Fax 1300 798 825

Liability limited by a  
scheme approved under  
Professional Standards  
Legislation



Dubbo Office  
Tel 02 6884 1077 Fax 02 6884 1072

**RP-4 FINANCIAL PERFORMANCE REPORT APRIL 2016****Author: Rodney, Carolyn****Director: Richardson, Craig****Recommendation****That Council:**

- a approve the variations to the 2015/16 original budget for the month ended 30 April 2016 and note the forecast balanced budget as presented in this report**
- b note the Responsible Accounting Officer's reports, in accordance with the Local Government (General) Regulation 2005 (Part 9 Division 3: Clause 203) that the financial position of Council is satisfactory having regard to the original estimates of income and expenditure and the recommendations made above**
- c note Council's external investments as at 30 April 2016**

**Report**

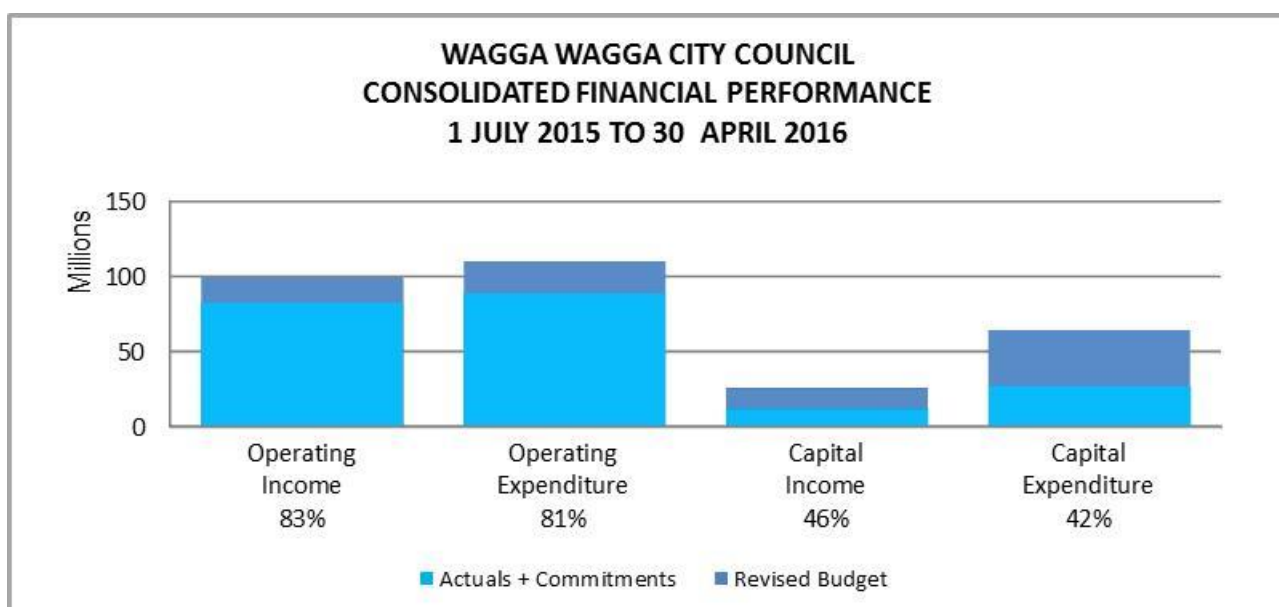
Council's monthly financial performance report provides a summary of all material budget changes that require approval by Council. This report is a combined March end of month and April end of month report due to the change in reporting previously to the Policy and Strategy meetings, and now direct to the Council meetings.

The April 2016 budget variations have resulted in the continuation of a forecasted balanced budget which was presented in the February 2016 end of month report which was reported to Council in April 2016. Council's ongoing budget review process will continue to be undertaken for the remainder of the financial year to identify further cost savings and budget improvements.

Additional budget variations that do not affect Council's overall forecast position are included in this report for Council's consideration and approval, along with Council's external investment summary as at 30 April 2016.

The monthly financial performance report also includes a detailed report on money invested under Section 625 of the Local Government Act 1993 (The Act). The report details a positive performance for the months of March and April and is currently tracking on budget for the ten (10) month target at 30 April 2016. Council officers anticipate that the budgeted investment income for the full financial year will be met.





*Actual Capital Income does not yet reflect the budgeted transfers from reserve funds. These reserve movements will be effected at 30 June 2016.*

Summary of the key financial performance issues are detailed as follows:

- Total operating income is 83% of approved budget.

Note: The actual operating income percentage has been adjusted due to the levy of the rates at the start of the financial year. Excluding this adjustment, operating income received would be 93%.

- Total operating expenditure is 81% of approved budget.
- Total capital income is 46% of approved budget.

Note: The actual income from capital is influenced by the timing of payment of capital grants and contributions. Transfers from reserves are typically not processed until the end of financial year.

- Total capital expenditure including commitments is 42% of approved budget.

Note: The actual capital expenditure percentage is impacted due to the timing of the Riverina Intermodal Freight and Logistics (RIFL) Hub project. Excluding these projects, actual capital expenditure would be at 62%.

Revised budget result - Surplus/(Deficit)		\$'000s
<b>Original funded budget result as adopted by Council</b>		<b>\$0</b>
Budget variations approved to date		\$0
<b>Net Revised Budget Result</b>		<b>\$0</b>
February 2016 net budget variations – Council meeting April 2016		\$0
<b>Proposed revised budget result as at 30 April 2016</b>		<b>Nil</b>

The proposed Budget Variations to 30 April 2016 are listed below:

<i>Budget Variation</i>	<i>Amount</i>	<i>Funding Source</i>	<i>Net Impact Fav/ (Unfav)</i>
<b>1 – We are an engaged and involved community</b>			
<b>Write-off Outstanding Debtors</b>	<b>\$55K</b>		<b>\$55K</b>
As per the ‘Outstanding Debtors - Amounts Unrecoverable’ Report presented to this Council meeting, the write-off of outstanding debtor accounts and rates in accordance with the Local Government Act totals \$88K. There is a provision of \$33K allowed in the budget with the remaining \$55K to be funded from other positive variations presented in this report.			
<b>2 – We are a safe and healthy community</b>			
<b>Fire Control Centre Seeding Fund</b>	<b>\$100K</b>	<b>Fire Control Centre Seeding Fund Contribution (\$100K)</b>	<b>Nil</b>
Council has received advice from the NSW Rural Fire Service of funding provided to Council to conduct site preliminary work and a local feasibility study for the proposed relocation of the Rural Fire Service and the Emergency Service Operation Centre.			
<b>Home and Community Care (HACC) Program</b>	<b>\$259K</b>	<b>Commonwealth Grant Funding (\$187K) State Grant Funding (\$72K)</b>	<b>Nil</b>
The Environment and Community Services Directorate, under the Social Planning Team, have secured a further two (2) years of funding from Commonwealth and State to the amount of \$259K in 2015/16 and \$272K in 2016/17 to continue the auspice of two (2) sector development positions in ageing and disability.			
<b>Glenfield Road Animal Shelter Expansion (GRAS)</b>	<b>\$72K</b>	<b>Impounded Trolleys &amp; Vehicles (\$18K) Companion Animals Income Fines &amp; Costs (\$54K)</b>	<b>Nil</b>
Further works are required as part of the GRAS expansion which include the in-floor heating system, drainage and plumbing works, security improvements, automatic drinkers, exercise area, dog wash facility, additional cat cages and landscaping improvements to the entrance (estimated costs \$72K). This is proposed to be funded from additional income received this financial year from impounded trolleys and vehicles and companion animals income fines and costs.			

<i>Budget Variation</i>	<i>Amount</i>	<i>Funding Source</i>	<i>Net Impact Fav/ (Unfav)</i>
<b>4 – We have a sustainable natural and built environment</b>			
<b>Combined Applications Income Fees</b>	<b>(\$92K)</b>	<b>Fit for the Future Reserve \$37K</b>	<b>(\$55K)</b>
The current budgeted income within the Development Services Division for Combined Applications Income Fees and Charges has been exceeded. This is due to increased numbers of planning applications being lodged with Council during the financial year which has resulted in a higher than estimated income figure.			
<b>Lakeside Drive Parkland Remedial Landscape Works</b>	<b>\$106K</b>	<b>Internal Loans Reserve (\$106K)</b>	<b>Nil</b>
The parkland along Lakeside Drive and Ray Beddoe Park require landscape remediation works following the recently completed road works. Works include soil preparation, turf, and installation of bollards around Ray Beddoe Park. It is estimated that these remediation works will cost approximately \$82K, with the recently completed roadworks component of the project over-expended by \$24K. A Budget Variation of \$106K is requested to be funded from the Internal Loans Reserve, with a 10 year repayment period. The \$10K required annual repayments will be sourced from savings achieved through lower cost borrowings and timing adjustments for loan drawdowns for the 2015/16 financial year – which is reconciled after the completion of the 2015/16 financial statements and is reported to Council in the December 2016 end of month report.			
<b><i>SURPLUS/(DEFICIT)</i></b>			<b>Nil</b>

## Current Restrictions

WAGGA WAGGA CITY COUNCIL						
RESERVES SUMMARY						
30 APRIL 2016						
Approved Changes						
	CLOSING BALANCE 2014/15	ADOPTED RESERVE TRANSFERS 2015/16	OPENING BALANCE 2015/16	BUDGET VARIATIONS APPROVED UP TO COUNCIL MEETING 30.4.14	RECOMMENDED CHANGES for Council Resolution	REVISED BALANCE
<b>Externally Restricted</b>						
Developer Contributions	(15,889,396.32)	(693,885)	(16,583,281)	1,071,862		(15,511,420)
Specific Purpose Unexpended Grants/Contributions	(1,965,575)	0	(1,965,575)	1,965,575		0
Sewer Fund Reserve	(20,760,520.72)	250,011	(20,510,510)	4,844,413		(15,666,097)
Solid Waste Reserve	(11,038,266.29)	(570,093)	(11,608,359)	2,528,534		(9,079,825)
Stormwater Levy Reserve	(1,973,244.97)	0	(1,973,245)	0		(1,973,245)
<b>Total Externally Restricted</b>	<b>(51,627,003)</b>	<b>(1,013,967)</b>	<b>(52,640,971)</b>	<b>10,410,384</b>	<b>0</b>	<b>(42,230,587)</b>
<b>Internally Restricted</b>						
Airport Reserve	(48,340.22)	82,092	33,752	(35,489)		(1,737)
Art Gallery Reserve	(48,490.31)	(3,500)	(51,990)	0		(51,990)
Ashmont Community Facility Reserve	(1,500.00)	(1,500)	(3,000)	0		(3,000)
Bridge Replacement Reserve	(226,667.02)	0	(226,667)	(420,000)		(646,667)
CBD Carparking Facilities Reserve	(946,417.92)	(173,232)	(1,119,650)	213,887		(905,763)
CCTV Reserve	(44,476.38)	(10,000)	(54,476)	0		(54,476)
Cemetery Perpetual Reserve	(66,768.68)	(57,092)	(123,860)	0		(123,860)
Cemetery Reserve	(108,203.84)	(120,677)	(228,881)	30,000		(198,881)
Civic Theatre Operating Reserve	(41,877.83)	(100,000)	(141,878)	0		(141,878)
Civic Theatre Technical Infrastructure Reserve	(17,968.30)	(50,000)	(67,968)	12,538		(55,430)
Civil Projects Reserve	(906,303.07)	0	(906,303)	757,400		(148,903)
Council Election Reserve	(327,934.75)	(67,858)	(395,793)	0		(395,793)
Economic Development Incentives Reserve	(19,500.00)	0	(19,500)	0		(19,500)
Employee Leave Entitlements Gen Fund Reserve	(3,302,159.78)	0	(3,302,160)	0		(3,302,160)
Estella Community Centre Reserve	(230,991.50)	0	(230,992)	0		(230,992)
Family Day Care Reserve	(139,982.27)	4,326	(135,656)	0		(135,656)
Fit for the Future Reserve	(100,000.00)	0	(100,000)	(815,696)	(36,488)	(952,184)
Generic Projects Saving	(1,094,275.04)	(215,159)	(1,309,434)	479,632		(829,802)
Glenfield Community Centre Reserve	(13,703.64)	(2,000)	(15,704)	0		(15,704)
Grassroots Cricket Reserve	(15,000.00)	(15,000)	(30,000)	0		(30,000)
Gravel Pit Restoration Reserve	(707,192.79)	0	(707,193)	0		(707,193)
Gurwood Street Property Reserve	(50,453.94)	0	(50,454)	0		(50,454)
Industrial Land Development Reserve	(339,407.66)	0	(339,408)	0		(339,408)
Information Services / E-Business Reserve	(364,439.99)	0	(364,440)	25,000		(339,440)
Infrastructure Replacement Reserve	(109,268.52)	25,656	(83,612)	45,803		(37,809)
Insurance Variations Reserve	0.00	0	0	(40,000)		(40,000)
Internal Loans Reserve	(707,056.71)	249,882	(457,175)	333,100	105,419	(18,656)
Kerb & Gutter Reserve	(122,538.48)	122,538	0	0		0
Lake Albert Improvements Reserve	(225,182.33)	0	(225,182)	225,000		(182)
LEP Preparation Reserve	(55,894.59)	0	(55,895)	53,350		(2,545)
Livestock Marketing Centre Reserve	(6,628,638.42)	840,919	(5,787,720)	120,000		(5,667,720)
Lloyd Environmental Projects Reserve	(101,371.00)	0	(101,371)	0		(101,371)
Museum Acquisitions Reserve	(39,377.50)	0	(39,378)	0		(39,378)
Oasis Building Renewal Reserve	(72,000.00)	71,000	(1,000)	0		(1,000)
Oasis Plant Reserve	(907,936.80)	(110,000)	(1,017,937)	25,000		(992,937)
Office Equipment / Council Offices Reserve	(91,629.27)	0	(91,629)	91,629		0
Parks & Recreation Projects	(162,443.99)	0	(162,444)	138,656		(23,788)
Pedestrian River Crossing (old Riverside) Reserve	(198,030.58)	0	(198,031)	0		(198,031)
Plant Replacement Reserve	(3,900,756.53)	430,785	(3,469,972)	270,122		(3,199,850)
Project Carryovers Reserve	(1,338,481.66)	0	(1,338,482)	1,338,482		0
Public Art Reserve	(288,220.36)	120,583	(167,637)	130,000		(37,637)
Robertson Oval Redevelopment Reserve	(86,696.78)	0	(86,697)	0		(86,697)
Senior Citizens Centre Reserve	(14,390.03)	(2,000)	(16,390)	0		(16,390)
Silverlite Reserve	(82,891.46)	0	(82,891)	52,911		(29,980)
Sister Cities Reserve	(20,913.97)	(10,000)	(30,914)	0		(30,914)
Stormwater Drainage Reserve	(591,362.06)	57,600	(533,762)	325,000		(208,762)
Strategic Real Property Reserve	(248,449.26)	0	(248,449)	(555,000)		(803,449)
Street Lighting Replacement Reserve	(14,754.56)	(30,000)	(44,755)	0		(44,755)
Subdivision Tree Planting Reserve	(122,251.75)	(20,000)	(142,252)	0		(142,252)
Sustainable Energy Reserve	(90,000.00)	(90,000)	(180,000)	(250,442)		(430,442)
Tarcutta Street Gasworks Remediation Reserve	(18,210.76)	0	(18,211)	18,210		(1)
Unexpended External Loans Reserve	(547,808.26)	0	(547,808)	61,086		(486,722)
<b>Total Internally Restricted</b>	<b>(25,948,611)</b>	<b>927,364</b>	<b>(25,021,247)</b>	<b>2,630,180</b>	<b>68,931</b>	<b>(22,322,136)</b>
<b>Total Restricted</b>	<b>(77,575,614)</b>	<b>(86,603)</b>	<b>(77,662,217)</b>	<b>13,040,563</b>	<b>68,931</b>	<b>(64,552,723)</b>

## Investment Summary as at 30 April 2016

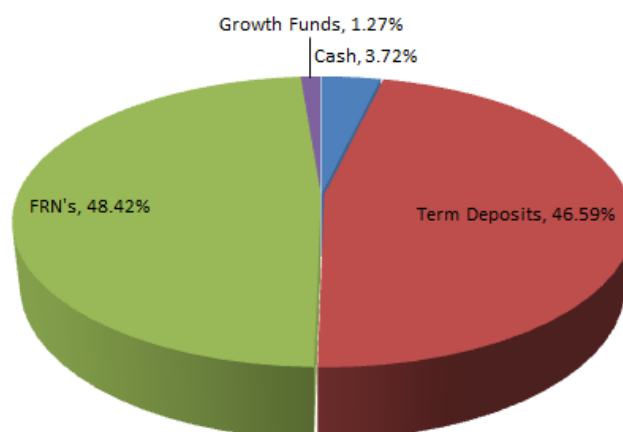
In accordance with Clause 212 of the Local Government (General) Regulation 2005, details of Wagga Wagga City Council's external investments are detailed below:

Institution	Rating	Closing Balance Invested 31/03/2016 \$	Closing Balance Invested 30/04/2016 \$	April EOM Current Yield %	April EOM % of Portfolio	Investment Date	Maturity Date	Term (months)
<b>Short Term Deposits</b>								
AMP	A+	2,000,000	2,000,000	3.10%	2.22%	21/12/2015	21/06/2016	6
NAB	AA-	1,000,000	1,000,000	2.96%	1.11%	5/06/2015	2/06/2016	12
Bank of Sydney	NR	1,000,000	0	0.00%	0.00%	15/09/2015	12/04/2016	7
NAB	AA-	1,000,000	1,000,000	2.90%	1.11%	24/09/2015	25/07/2016	10
BOQ	A-	1,000,000	1,000,000	2.90%	1.11%	13/10/2015	13/07/2016	9
ME Bank	BBB+	1,000,000	1,000,000	3.00%	1.11%	30/11/2015	30/07/2016	8
ME Bank	BBB+	1,000,000	1,000,000	3.07%	1.11%	2/12/2015	2/08/2016	8
BOQ	A-	2,000,000	2,000,000	2.98%	2.22%	7/12/2015	7/12/2016	12
Bank of Sydney	NR	1,000,000	1,000,000	3.15%	1.11%	4/01/2016	30/09/2016	9
CUA	BBB+	1,000,000	1,000,000	3.15%	1.11%	10/02/2016	9/02/2017	12
BOQ	A-	1,000,000	1,000,000	3.10%	1.11%	12/02/2016	12/08/2016	6
NAB	AA-	1,000,000	1,000,000	3.00%	1.11%	23/02/2016	25/10/2016	8
ME Bank	BBB+	1,000,000	1,000,000	3.10%	1.11%	23/02/2016	23/02/2017	12
Auswide	BBB	1,000,000	1,000,000	3.07%	1.11%	1/03/2016	22/12/2016	10
MyState	BBB	1,000,000	1,000,000	3.07%	1.11%	1/03/2016	27/09/2016	7
<b>Total Short Term Deposits</b>		<b>17,000,000</b>	<b>16,000,000</b>	<b>3.04%</b>	<b>17.75%</b>			
<b>At Call Accounts</b>								
UBS	AAA	8,230	8,170	1.64%	0.01%	N/A	N/A	N/A
NAB	AA-	847,363	1,953,314	2.00%	2.17%	N/A	N/A	N/A
NAB	AA-	8,133,337	1,139,681	2.19%	1.26%	N/A	N/A	N/A
St George	AA-	2,949	2,949	0.05%	0.00%	N/A	N/A	N/A
AMP	A+	140	140	0.00%	0.00%	N/A	N/A	N/A
AMP	A+	176,224	176,628	2.70%	0.20%	N/A	N/A	N/A
Beyond Bank	BBB+	73,713	73,795	1.35%	0.08%	N/A	N/A	N/A
<b>Total At Call Accounts</b>		<b>9,241,956</b>	<b>3,354,677</b>	<b>2.08%</b>	<b>3.72%</b>			
<b>Medium Term Deposits</b>								
RaboBank	A+	1,000,000	1,000,000	6.40%	1.11%	23/04/2012	24/04/2017	60
RaboBank	A+	1,000,000	1,000,000	5.90%	1.11%	4/06/2012	5/06/2017	60
BOQ	A-	1,000,000	1,000,000	6.30%	1.11%	22/08/2012	22/08/2017	60
ING Bank	A-	3,000,000	3,000,000	6.00%	3.33%	24/08/2012	24/08/2017	60
CBA	AA-	1,000,000	1,000,000	4.55%	1.11%	10/05/2013	10/05/2016	36
CBA	AA-	1,000,000	1,000,000	4.55%	1.11%	14/05/2013	16/05/2016	36
CBA	AA-	1,000,000	1,000,000	4.55%	1.11%	20/05/2013	23/05/2016	36
Police Credit Union	NR	1,000,000	1,000,000	4.53%	1.11%	7/06/2013	6/06/2016	36
BOQ	A-	2,000,000	2,000,000	4.58%	2.22%	3/09/2013	3/09/2016	36
Hume Building Society	NR	1,009,123	1,009,123	4.10%	1.12%	21/08/2014	21/08/2017	36
Banana Coast CU	NR	1,000,000	1,000,000	4.25%	1.11%	3/06/2014	2/06/2017	36
ME Bank	BBB+	2,000,000	2,000,000	4.28%	2.22%	2/09/2014	2/09/2019	60
RaboBank	A+	1,000,000	1,000,000	3.70%	1.11%	30/09/2014	3/10/2016	24
Police Credit Union	NR	1,000,000	1,000,000	3.80%	1.11%	7/11/2014	7/11/2016	24
Auswide	BBB	1,000,096	1,000,096	3.75%	1.11%	27/11/2014	27/11/2016	24
Rabobank	A+	1,000,000	1,000,000	4.10%	1.11%	5/12/2014	5/12/2019	60
Beyond Bank	BBB+	990,000	990,000	3.70%	1.10%	4/03/2015	4/03/2018	36
Beyond Bank	BBB+	990,000	990,000	3.70%	1.10%	11/03/2015	11/03/2018	36
AMP	A+	2,000,000	2,000,000	3.10%	2.22%	2/06/2015	2/06/2017	24
AMP	A+	1,000,000	1,000,000	3.10%	1.11%	13/07/2015	13/07/2017	24
Bendigo-Adelaide	A-	1,000,000	1,000,000	2.80%	1.11%	1/09/2015	3/03/2017	18
<b>Total Medium Term Deposits</b>		<b>25,989,219</b>	<b>25,989,219</b>	<b>4.45%</b>	<b>28.84%</b>			

Institution	Rating	Closing Balance Invested 31/03/2016 \$	Closing Balance Invested 30/04/2016 \$	April EOM Current Yield %	April EOM % of Portfolio	Investment Date	Maturity Date	Term (months)
<i>Floating Rate Term Deposits</i>								
Westpac	AA-	2,000,000	0	0.00%	0.00%	20/04/2011	20/04/2016	60
<i>Total Floating Rate Term Deposits</i>		<b>2,000,000</b>	<b>0</b>		<b>0.00%</b>			
<i>Floating Rate Notes - Senior Debt</i>								
Macquarie Bank	A	3,055,332	3,054,210	BBSW + 290	3.39%	9/03/2012	9/03/2017	60
CUA	BBB+	1,003,470	1,006,750	BBSW + 130	1.12%	28/05/2014	20/05/2017	36
Bendigo-Adelaide	A-	990,940	994,330	BBSW + 93	1.10%	17/09/2014	17/09/2019	60
BOQ	A-	1,992,260	2,001,340	BBSW + 110	2.22%	5/08/2014	24/06/2019	58
BOQ	A-	992,748	992,773	BBSW + 107	1.10%	6/11/2014	6/11/2019	60
BOQ	A-	997,710	992,390	BBSW + 107	1.10%	10/11/2014	6/11/2019	60
ME Bank	BBB+	1,000,770	1,003,920	BBSW + 100	1.11%	17/11/2014	17/11/2017	36
ME Bank	BBB+	997,549	997,568	BBSW + 100	1.11%	17/11/2014	17/11/2017	36
Teachers Mutual	BBB+	996,890	1,000,370	BBSW + 105	1.11%	4/12/2014	4/12/2017	36
Newcastle Permanent	BBB+	997,540	1,000,240	BBSW + 110	1.11%	27/02/2015	27/02/2018	36
Macquarie Bank	A	1,985,939	1,993,624	BBSW + 110	2.21%	3/03/2015	3/03/2020	60
ANZ	AA-	749,798	747,122	BBSW + 82	0.83%	17/04/2015	17/04/2020	60
Heritage Bank	BBB+	1,000,670	994,630	BBSW + 115	1.10%	7/05/2015	7/05/2018	36
NAB	AA-	993,251	997,637	BBSW + 80	1.11%	3/06/2015	3/06/2020	60
Heritage Bank	BBB+	1,000,670	994,630	BBSW + 115	1.10%	9/06/2015	7/05/2018	35
CBA	AA-	1,000,490	998,110	BBSW + 90	1.11%	17/07/2015	17/07/2020	60
Westpac	AA-	1,001,240	997,470	BBSW + 90	1.11%	28/07/2015	28/07/2020	60
Bendigo-Adelaide	A-	994,860	998,350	BBSW + 110	1.11%	18/08/2015	18/08/2020	60
Credit Suisse	A	998,730	1,001,900	BBSW + 105	1.11%	24/08/2015	24/08/2018	36
Bendigo-Adelaide	A-	993,920	998,130	BBSW + 110	1.11%	28/09/2015	18/08/2020	59
Westpac	AA-	2,001,797	1,991,022	BBSW + 90	2.21%	30/09/2015	28/07/2020	58
Suncorp-Metway	A+	1,004,140	999,312	BBSW + 125	1.11%	20/10/2015	20/10/2020	60
Westpac	AA-	4,028,880	4,014,280	BBSW + 108	4.45%	28/10/2015	28/10/2020	60
AMP	A+	1,804,752	1,809,774	BBSW + 110	2.01%	11/12/2015	11/06/2019	42
CBA	AA-	1,009,170	1,007,850	BBSW + 115	1.12%	18/01/2016	18/01/2021	60
BOQ	A-	1,004,300	999,680	BBSW + 100	1.11%	5/02/2016	5/02/2018	24
NAB	AA-	1,005,264	0	0.00%	0.00%	25/02/2016	25/02/2019	36
Rabobank	A+	2,017,520	2,026,340	BBSW + 150	2.25%	4/03/2016	4/03/2021	60
Westpac	AA-	1,004,390	1,002,730	BBSW + 100	1.11%	8/03/2016	10/05/2019	38
Newcastle Permanent	BBB+	999,751	1,003,235	BBSW + 160	1.11%	22/03/2016	22/03/2019	36
CUA	BBB+	0	2,007,660	BBSW + 160	2.23%	1/04/2016	1/04/2019	36
ANZ	AA-	0	1,006,531	BBSW + 118	1.12%	7/04/2016	7/04/2021	60
CBA	AA-	0	1,004,430	BBSW + 98	1.11%	18/04/2016	18/07/2019	39
Suncorp-Metway	A+	0	1,001,265	BBSW + 138	1.11%	21/04/2016	12/04/2021	60
<i>Total Floating Rate Notes - Senior Debt</i>		<b>39,624,739</b>	<b>43,639,603</b>		<b>48.42%</b>			
<i>Managed Funds</i>								
NSW Tcorp	NR	1,125,292	1,145,049	1.76%	1.27%	17/03/2014	1/04/2021	84
<i>Total Managed Funds</i>		<b>1,125,292</b>	<b>1,145,049</b>	<b>1.76%</b>	<b>1.27%</b>			
<b>TOTAL CASH ASSETS, CASH EQUIVALENTS &amp; INVESTMENTS</b>		<b>94,981,206</b>	<b>90,128,548</b>	<b>3.74%</b>	<b>100.00%</b>			

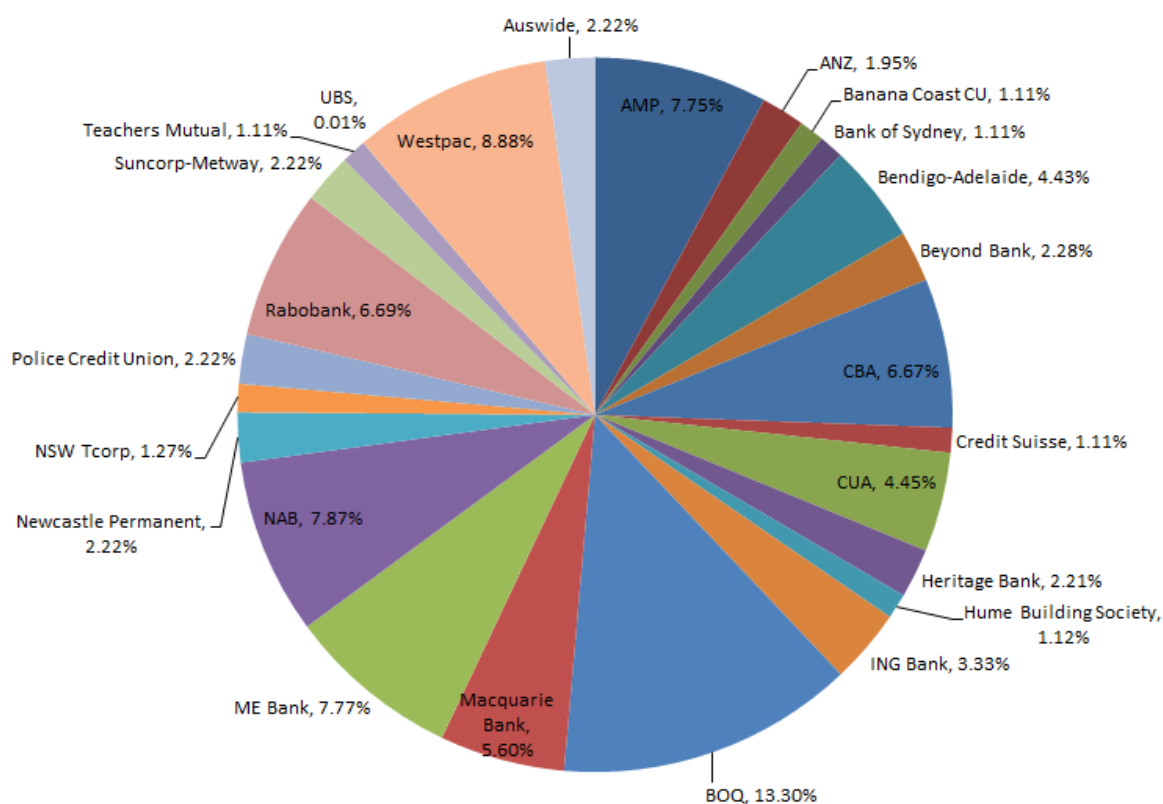
Council's portfolio is dominated by term deposits at approximately 46% across a broad range of counterparties. Cash equates to 4% of Council's portfolio with Floating Rate Notes (FRN's) and growth funds around 50% of the portfolio.

### Portfolio Allocation 30 April 2016



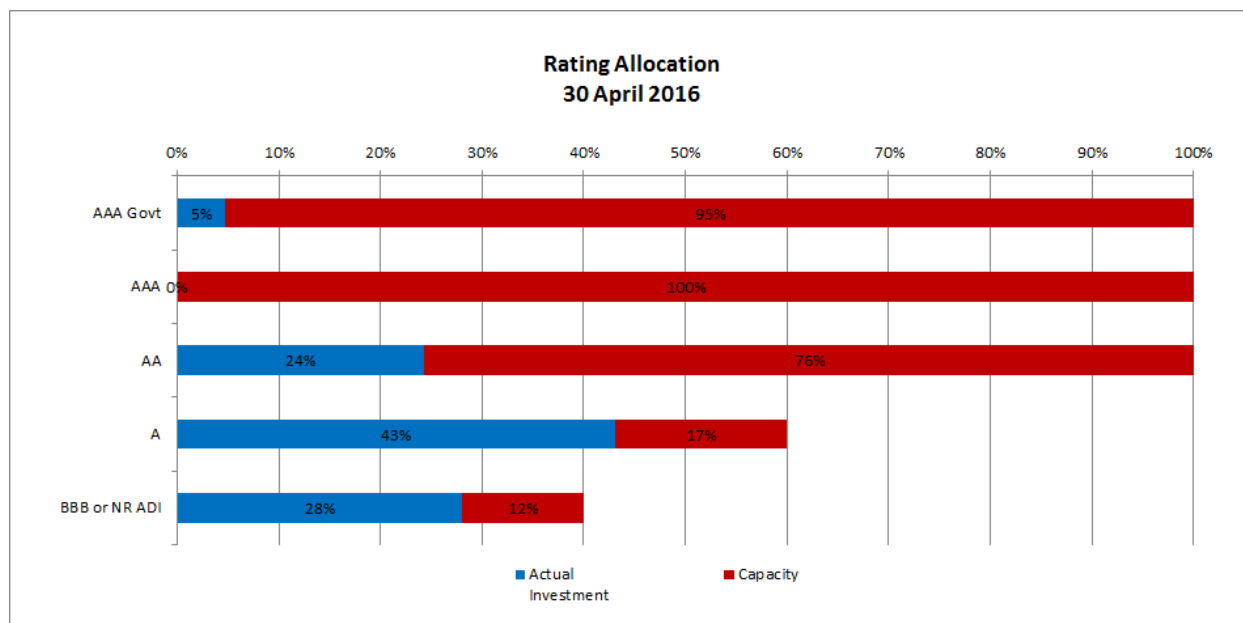
Council's investment portfolio is well diversified in complying assets across the entire credit spectrum. It is also well diversified from a rating perspective. Credit quality is diversified and is predominately invested amongst the investment grade ADIs (BBB- or higher), with a smaller allocation to unrated ADIs.

### Net Counterparty 30 April 2016



All investments are well within the defined Policy limits, as outlined in the Rating Allocation chart below:





### Investment Portfolio Balance

Council's investment portfolio balance has decreased from the previous month's balance, down from \$95M to \$90.1M. This is reflective of large contractual payments being due during April.

	Closing Balance Invested 29/02/2016 \$	Closing Balance Invested 31/03/2016 \$	Closing Balance Invested 30/04/2016 \$
<b>TOTAL CASH ASSETS, CASH EQUIVALENTS &amp; INVESTMENTS</b>	<b>98,077,212</b>	<b>94,981,206</b>	<b>90,128,548</b>

### MONTHLY INVESTMENT MOVEMENTS

**Redemptions/Sales** - Council redeemed the following investment securities during March and April 2016:

Institution and Type	Amount	Investment Term	Interest Rate	Comments
Beyond Bank Term Deposit	\$990K	12 months	3.40%	This term deposit was redeemed and not reinvested to ensure adequate cash was maintained in Council's trading account.
NAB Term Deposit	\$1M	6 months	2.96%	This term deposit was redeemed and used to invest in a \$1M Westpac FRN security.
NAB Term Deposit	\$1M	6 months	3.01%	This term deposit was redeemed and used to provide funds to invest in a \$2M CUA FRN security.
Bankwest Term	\$1M	4 months	3.00%	This term deposit was redeemed and used to provide

Deposit				funds to invest in a \$2M CUA FRN security.
Bank of Sydney Term Deposit	\$1M	7 months	3.00%	This term deposit was redeemed and not reinvested to ensure adequate cash was maintained in Council's trading account.
Westpac Floating Rate Term Deposit	\$2M	5 years	BBSW + 130	This floating rate term deposit was redeemed on maturity and used to invest in a \$1M ANZ FRN security and a \$1M Suncorp FRN security.
NAB Floating Rate Note	\$1M	3 years	BBSW + 98	This FRN was sold for a capital gain and reinvested into a \$1M CBA FRN security.

**New Investments** - Council purchased the following investment securities during March and April 2016:

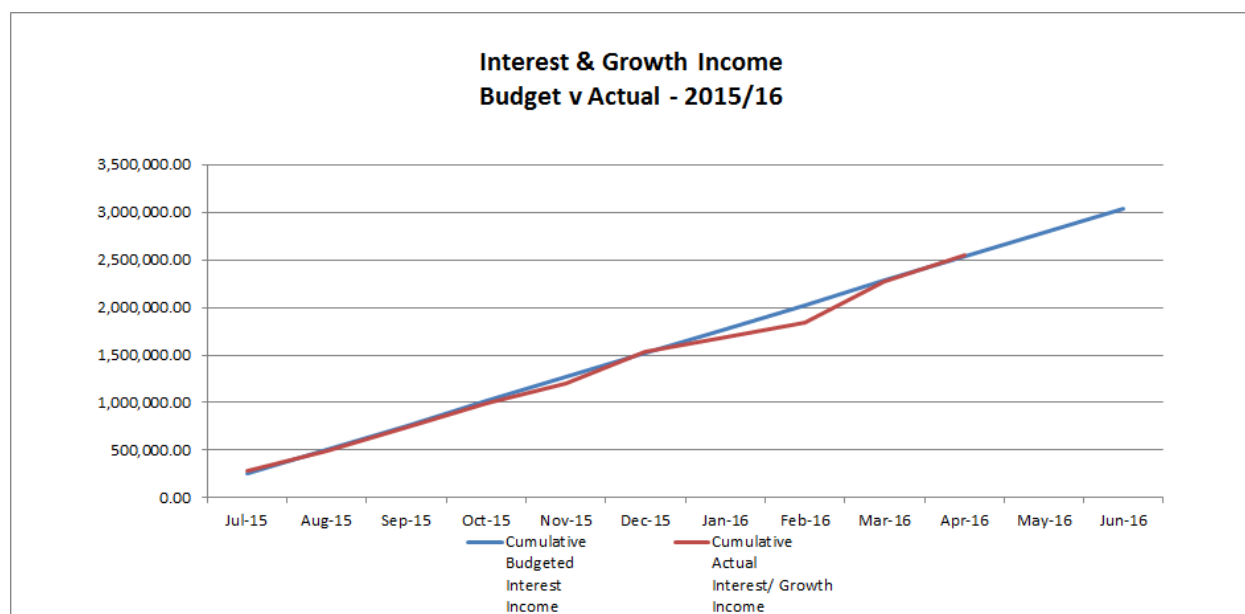
<b>Institution and Type</b>	<b>Amount</b>	<b>Investment Term</b>	<b>Interest Rate</b>	<b>Comments</b>
Auswide Bank Term Deposit	\$1M	10 months	3.07%	The Auswide Bank rate of 3.07% compared favourably to the rest of the market. This investment term was chosen to fill an investment maturity gap.
MyState Bank Term Deposit	\$1M	7 months	3.07%	The MyState Bank rate of 3.07% compared favourably to the rest of the market for this term. This investment term was chosen to fill an investment maturity gap.
Rabobank Floating Rate Note	\$2M	5 years	BBSW + 150	Council's independent Financial Advisor CPG, advised that this FRN represented good value over the medium term from a higher rated institution.
Westpac Floating Rate Note	\$1M	3 years	BBSW + 100	Council's independent Financial Advisor CPG, advised that this FRN represented good value over the short-medium term.
Newcastle Permanent Floating Rate Note	\$1M	3 years	BBSW + 160	Council's independent Financial Advisor CPG, advised that this FRN represented good value over the short-medium term with an attractive rate.
CUA Floating Rate Note	\$2M	3 years	BBSW + 160	Council's independent Financial Advisor CPG, advised that this FRN represented good value over the short-medium term with an attractive rate.

ANZ Floating Rate Note	\$1M	5 years	BBSW + 118	Council's independent Financial Advisor CPG, advised that this FRN represented good value over the medium term when compared to Term Deposit rates.
CBA Floating Rate Note	\$1M	3 years	BBSW + 98	Council's independent Financial Advisor CPG, advised that this FRN represented good value over the short-medium term.
Suncorp-Metway Bank Floating Rate Note	\$1M	5 years	BBSW + 138	Council's independent Financial Advisor CPG, advised that this FRN represented fair value over the medium term whilst maintaining strong liquidity.

**Rollovers** – Council did not roll over any investment securities during March and April 2016.

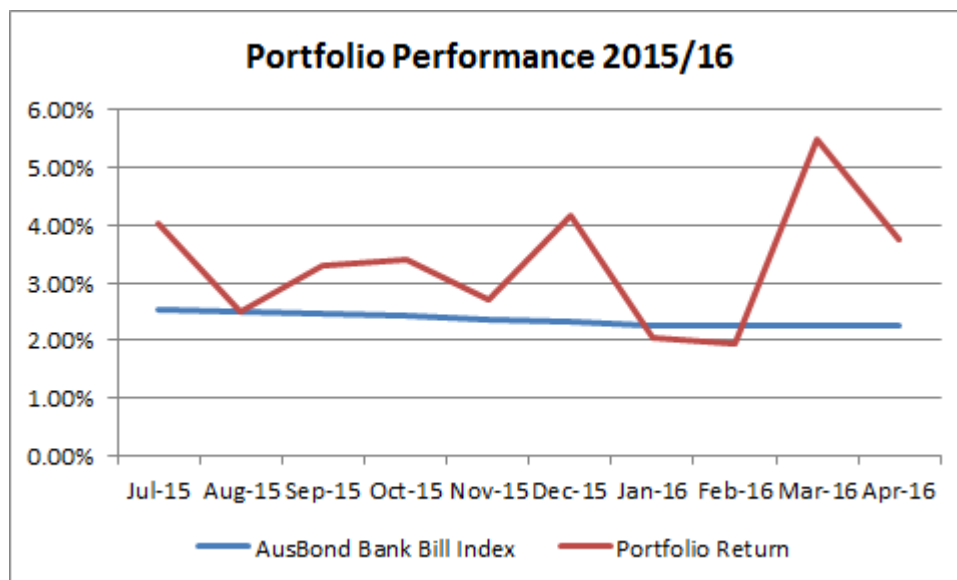
## MONTHLY PERFORMANCE

Interest/growth/capital gains for the month totaled \$277,415 which compares favourably with the budget for the period of \$253,554 – out performing budget for the April month by \$23,861. This is attributable to the positive growth experienced for Council's NSW T-Corp managed funds of \$19,757. This continued a strong couple of months for Council's portfolio with March Interest/growth/capital gains out performing budget for the month by \$188,925. This is attributable to the positive growth experienced for Council's NSW T-Corp managed funds of \$17,952 as well as strong growth in the capital value of Council's Floating Rate Note portfolio. It should be noted that the capital market value of these investments will fluctuate from month to month and that Council continues to receive the coupon payments and the face value of the investment security when sold or at maturity.



Council's portfolio performance continues to be anchored by the longer-dated deposits in the portfolio, particularly those locked in above 4% yields. It is to be noted however that the average deposit yield will inevitably fall as some of the longer-dated deposits mature within the next year.

In comparison to the AusBond Bank Bill Index\* (+2.26%pa), Council's investment portfolio in total returned 3.74% for April. Short term deposits returned 3.04%. These funds are utilised for daily cash flow management and need to be available to meet operating and contractual payments.



\* The AusBond Bank Bill Index is the leading benchmark for the Australian fixed income market. It is interpolated from the RBA Cash rate, 1 month and 3 month Bank Bill Swap rates.

**Certificate:** I hereby certify that all of the above investments have been made in accordance with the provision of Section 625 of the Local Government Act 1993 and the regulations there under, and in accordance with the WWCC Investments Policy adopted by Council on 26 August 2013.

C Rodney  
Responsible Accounting Officer

## Budget

The forecast full year budget result to 30 April 2016 is a balanced budget.

## Policy

Investments are reported in accordance with POL 075 Investment Policy.

## Impact on Public Utilities

N/A

## Link to Strategic Plan

### 1. We are an engaged and involved community

1.1 We are a community that is informed and involved in decisions impacting us

### QBL Analysis

	Positive	Negative
Social	N/A	N/A
Environmental	N/A	N/A
Economic	N/A	N/A
Governance	The preparation of the monthly financial report provides for the timely reporting on investments and budget performance year-to-date.	N/A

### Risk Management and Work Health and Safety Issues for Council

No specific issues identified.

### Internal / External Consultation

All relevant areas within Council have consulted with the Finance Division in regards to the budget variations listed in this report.



**RP-5            2015/16 LOAN FACILITY**

**Author:**        Rodney, Carolyn  
**Director:**     Richardson, Craig

**Recommendation****That Council:**

- a     utilise up to \$516,320 in funding from the Internal Loans Reserve as an alternative to external borrowings to complete the remainder of the 2015/16 borrowings program for capital projects as identified in this report**
- b     utilise up to \$1.83 million as an internal loan utilising funding from the Livestock Marketing Centre Reserve as an alternative to external borrowings to complete the remainder of the 2015/16 borrowings program for the RiFL project, with a repayment period not to exceed 10 years**
- c     authorise the affixing of Council's Common Seal to all necessary documents as required**

**Report**

Council's Long Term Financial Plan (LTFP) for 2015/16 detailed a number of capital projects that require borrowings as a funding source.

<b>Project</b>	<b>Estimated loan drawdown amount*</b>
New Amenities Building at Duke of Kent Oval	\$416,320
Lawn Cemetery Stage 2A Works	\$100,000
Bomen RiFL Development	\$1,830,000
<b>Total Funds Required</b>	<b>\$2,346,320</b>

*\*Estimated loan drawdown amount is not reflective of the total project budget. Other funding sources may be applicable. This amount is indicative at the time of the report being written and is subject to change.*

With expenditure for the majority of these projects almost finalised for the year, Council approached the following 11 financial institutions requesting quotations on the \$2.35M funds required for the above projects.

- National Australia Bank (NAB)
- Commonwealth Bank of Australia (CBA)
- Westpac Bank
- Australia and New Zealand Bank (ANZ)
- New South Wales Treasury Corporation (NSW T-Corp)
- Suncorp Bank
- St George Bank
- Bendigo-Adelaide Bank
- Beyond Bank
- G&C Mutual Bank
- Hume Bank

Attached is a summary of the quotes that were received from the financial institutions. In assessing these quotes, consideration was given to the best rate as well as the flexibility for Council to make additional principal repayments and/or ability to payout the loan earlier than required without incurring excessive break costs.

In an attempt to minimise the costs of borrowing, Council staff have reviewed the capacity of internally restricted reserves and have determined that the Internal Loans Reserve and Livestock Marketing Centre (LMC) Reserve have capacity (in the short term) to fund the \$2.35M required.

The capacity for the Livestock Marketing Centre reserve to fund the \$1.8M funds is demonstrated in the below table:

	BUDGET 2016/17	BUDGET 2017/18	BUDGET 2018/19	BUDGET 2019/20	BUDGET 2020/21	BUDGET 2021/22	BUDGET 2022/23	BUDGET 2023/24	BUDGET 2024/25	BUDGET 2025/26
Estimated Opening Balance	5,640,440	595,384	2,572,615	4,918,919	5,492,526	8,453,037	11,758,280	12,635,394	13,109,171	16,836,940
Transfer to Reserve (LMC Masterplan)	1,331,581	1,872,464	2,145,232	2,440,170	2,759,439	3,104,171	3,260,364	3,422,452	3,590,458	3,784,637
Transfer from Reserve (LMC Masterplan)	-4,546,637	-96,305	0	-2,067,635	0	0	-2,584,322	-3,149,747	-63,760	0
Internal Loan	-1,830,000									
Loan + Interest Repayments back into Reserve		201,072	201,072	201,072	201,072	201,072	201,072	201,072	201,072	201,072
Revised Estimated Closing Balance	595,384	2,572,615	4,918,919	5,492,526	8,453,037	11,758,280	12,635,394	13,109,171	16,836,940	20,822,649

The borrowings required would be split as follows:

### Internal Loans Reserve

Project	Estimated loan drawdown amount*
New Amenities Building at Duke of Kent Oval	\$416,320
Lawn Cemetery Stage 2A Works	\$100,000
<b>Total Funds Required</b>	<b>\$516,320</b>

### Livestock Marketing Centre Reserve

Project	Estimated loan drawdown amount*
Bomen RiFL Development	\$1,830,000
<b>Total Funds Required</b>	<b>\$1,830,000</b>

*\*Estimated loan drawdown amount is not reflective of the total project budget. Other funding sources may be applicable. This amount is indicative at the time of the report being written and is subject to change.*

If the RiFL project proceeds Council would then borrow funds externally in 2016/17 to repay the LMC reserve. If the RiFL project does not proceed, a repayment schedule will be setup in line with Council's Internal Loans Borrowing Policy (POL020).

Internal loans are treated in the same way as external borrowings in Council's budget. Instead of repaying the banks, Council is repaying its own reserve with principal and interest which then creates capacity for further internal borrowings in the future. Internal loans represent a saving to the rates offered by the banks and provide greater flexibility with the ability to repay loans at an earlier point without penalty.

As per Council's Internal Loans Borrowing Policy (POL020), the applicable interest rate is "the current Reserve Bank of Australia (RBA) cash rate". At the RBA's monthly meeting in May 2016, the cash rate was cut by 0.25% to 1.75%. The term for this loan will be based on a 10 year period.

If Council decide not to proceed with the above proposed funding model from internal reserves, Council officers could contact the financial institutions again and obtain revised quotations and report back to the June Council Meeting.

## Budget

Council will achieve future budget savings due to lower than forecasted interest rates on borrowings associated with these projects. A further budget variation will be presented to Council after the completion of the 2015/16 financial statements, which will identify the exact savings for the life of the Long Term Financial Plan.

## Policy

POL 019 External Loan Borrowings.  
POL 020 Internal Loan Borrowings.

## Impact on Public Utilities

N/A

## Link to Strategic Plan

### 1. We are an engaged and involved community

1.1 We are a community that is informed and involved in decisions impacting us

## QBL Analysis

	Positive	Negative
Social	N/A	N/A
Environmental	N/A	N/A
Economic	Reduction in funding costs for the organisation for long term financial plan.	N/A
Governance	Adherence with borrowings policy.	N/A

## Risk Management and Work Health and Safety Issues for Council

The table included in this report that depicts the estimated reserve balance of the Livestock Marketing Centre is based on the recent masterplan completed. If throughput projections are not achieved, this would impact on the estimated reserve balance.

## Internal / External Consultation

N/A

**RP-6            2016 NSW PUBLIC LIBRARIES ASSOCIATION CONFERENCE**

**Author:**        **Knight, Robert**  
**Director:**      **Summerhayes, Janice**

**Recommendation****That Council:**

- a     be represented at the 2016 NSW Public Libraries Association Conference and Annual General Meeting to be held in Ulladulla on 22-25 November 2016**
- b     appoint two (2) Councillors as Council's delegates to attend the conference**

**Report**

The 2016 NSW Public Libraries Association Conference and Annual General Meeting will be held in Ulladulla on 22-25 November 2016. The conference, *SWITCH 2016 Spread the Word*, will include presentations from National and International speakers who will primarily address matters relevant to the contemporary library sector.

In order to optimise early bird registration discounts, this report is put forward for Councillor delegate nominations. If changes to delegate information are required following Local Government elections in September 2016, adjustments can be made accordingly. Conference information is available at the NSW Public Libraries Association website at [www.nswpla.org.au](http://www.nswpla.org.au) under the SWITCH 2016 tab.

Keynote speakers include:

**Deng Adut** is a renowned community leader and internationally renowned lawyer who gave the 2016 Australia Day Address which drew critical acclaim home and abroad.

**Stan Grant** has been a journalist for a quarter of a century, as ABC Federal Political Correspondent, a London based European Correspondent, and China Correspondent for CNN based in Beijing.

**Gill Hicks** is considered one of the most thought-provoking, powerful and life affirming speakers in Australia and the UK. She is known globally as a survivor of the London Terrorist Bombings of 7 July 2005.

The annual NSW Public Libraries Association conference provides an important opportunity to hear about contemporary practices, and offers a platform for networking with colleagues and extending contacts and partnerships beyond the boundaries of the local South-West Zone of the Association.

It is recommended that Council appoint two (2) representatives to attend the Conference.

## Budget

The estimated cost for attendance of two (2) Councillors at the conference is \$2,200 including conference registration, two (2) conference dinners, three (3) nights' accommodation and associated out of pocket expenses. The conference will be funded from the Councillors' Conference budget which has \$16,982 available.

<b>Project Name &amp; Component</b>	<b>Existing Budget</b>	<b>Expenditure to Date</b>	<b>Proposed Budget Variation</b>	<b>Effect on LTFP</b>
Councillors Conference Budget	\$30,000	\$13,018	Nil	Nil
<b>TOTALS</b>	\$30,000	\$13,018	Nil	

## Policy

POL 025 – Payment of Expenses and Provision of Facilities to Councillors.

## Impact on Public Utilities

N/A

## Link to Strategic Plan

### 1. We are an engaged and involved community

1.2 We have opportunities and places for connection

## QBL Analysis

	<b>Positive</b>	<b>Negative</b>
Social	N/A	N/A
Environmental	N/A	N/A
Economic	N/A	N/A
Governance	Provides Council representation at a conference designed to provide information and support for an important local government service - public libraries.	N/A

## Risk Management and Work Health and Safety Issues for Council

No specific issues identified.

## Internal / External Consultation

N/A

**RP-7            EQUESTRIAN FACILITIES OPERATION DEED**

**Author:**        **Gardiner, Mark**  
**Director:**      **Summerhayes, Janice**

**Recommendation****That Council:**

- a     receive and note the report**
- b     authorise the General Manager or his delegate to sign the Equestrian Facilities Operation Deed with Charles Sturt University**
- c     authorise the execution of all documents under Council's common seal as necessary**

**Report**

Council entered into a Memorandum of Understanding (MOU) with Charles Sturt University (CSU) for the further development of equestrian facilities at the Wagga Wagga campus. The MOU outlined a number of key principles for the development which included:

- Construction of additional equestrian facilities at the CSU Equestrian Centre in line with the agreed Master plan and prioritised project list.
- The ongoing operation and maintenance of the facilities to be funded by CSU.
- The provision of access to the facilities for Wagga Wagga Equestrian clubs for the purpose of competition and training.
- The formation of a Facility Operation Committee, made up of representatives of Council, CSU and the Riverina Equestrian Association.
- The timeframe of the agreement would be consistent with the life expectancy of the assets constructed.

The assets developed under the MOU included:

- Warm up arena to north of indoor arena (60mx25m) and relocate storage shed
- Stormwater management
- Access roads and parking
- Fencing, lane way, arenas and spectator areas
- Wash bays, water supply and truck wash pad to biosecurity recommendations
- Day yards including water and lighting to meet biosecurity recommendations
- Large competition arena (90m x 70m) including irrigation
- Dressage arena (20mx60m) including irrigation
- Office, meeting room & toilets

The attached Equestrian Facilities Operation Deed is to formalise the arrangements with Charles Sturt University for the ongoing management of the facilities located at the CSU Equestrian Centre. This Deed is complementary to existing partnership arrangements with CSU and sits under the current Memorandum of Understanding between Charles Sturt University and Wagga Wagga City Council.



The Deed will be in place for 25 years and will be renegotiated after that time.

### **Budget**

N/A

### **Policy**

Wagga Wagga Equestrian Audit.

### **Impact on Public Utilities**

N/A

### **Link to Strategic Plan**

#### **2. We are a safe and healthy community**

2.2 We have an active and healthy community

### **QBL Analysis**

	<b>Positive</b>	<b>Negative</b>
Social	Meeting community wellbeing outcomes as per Council's strategic plans, particularly the Recreation and Open Space, Social and Cultural Plans.	N/A
Environmental	N/A	N/A
Economic	Meeting community wellbeing outcomes as per Council's strategic plans.	N/A
Governance	Implementing initiatives against Council's Management Plan, legislative requirements, policies and procedures.	N/A

### **Risk Management and Work Health and Safety Issues for Council**

No specific issues identified.

### **Internal / External Consultation**

The Equestrian Facilities Development and Operation Deed has been developed in consultation with Charles Sturt University.

### **Attachments**

1 [↓](#). Equestrian Facilities Operation Deed - Provided under separate cover

**RP-8            TRAFFIC CONTROLS AT ROUNDABOUTS**

**Author:**                    Fenwick, Alex  
**General Manager:**   Eldridge, Alan

**Recommendation**

**That Council receive and note the content of this report.**

**Report**

At the Ordinary Council Meeting of 29 March 2016, Council made the following resolution.

*That Council:*

- a   receive and note the report outlining responses to Questions/Business with Notice*
- b   receive a further report at the May 2016 Ordinary Council Meeting that details the reasoning behind the roundabout decisions*

This report provides advice on the approach adopted in relation to the changes in configuration of roundabouts across the city.

The principles that were employed when determining the most appropriate regulatory markings for various roundabouts in Wagga Wagga depended upon:

- Road configuration on the approach to the intersection
- Road configuration on the departure from the intersection
- Traffic volumes that use the various turning options at each intersection
- The available width of the travelled path between the annulus (centre) and the outer edge of the travelled path
- The degree of deflection that is imposed by the angle of the splitter island and the diameter of the annulus at the entry to the roundabout.



One of the most important issues that has been observed in Wagga Wagga is that where the approach to and departure from a roundabout has a single lane of traffic but the roundabout was marked with two (2) lanes, the roundabouts were often used as a place where drivers would overtake other vehicles.

Roundabouts have never been intended to be used primarily as a place where faster moving vehicles can overtake slower moving vehicles. They are the intersection of two (2) or more streets. Generally there is enough activity in and around roundabouts to preclude them from being safely used as overtaking points. In instances such as this the general rule that was applied was to ascertain by observation the most prevalent turning movements on each roundabout.

An example of traffic flow that might be observed at a roundabout is demonstrated in the following:



In this example there is one (1) lane on the approach and one (1) lane on the departure, therefore there should only be one (1) lane of traffic allowed to travel straight through the roundabout. There are 25 right turning vehicles, 17 left turning vehicles and 42 vehicles travelling straight through. The lowest number of turning movements, which is the 17 left turns, are combined with the straight through traffic while the highest number of turning vehicles are allocated a dedicated entry lane.

This principle was applied at all similar locations around the city. In instances where turning movements are substantially the same in number an arbitrary decision can be made on the lane configuration.

There is an exception where this principle may not provide the safest and most efficient option. In the example shown above the travelled path is eight (8) metres wide, providing adequate width for adjacent lanes of traffic while two (2) vehicles that are side-by-side negotiate the deflection angle, one for a straight through movement and the other for a right turn movement. In the case of a number of smaller roundabouts in the city (eg the intersection of Morgan Street and Peter Street) the travelled path on that roundabout is much narrower, in the order of six (6) metres wide.

A width of six (6) metres with the typical 12° to 15° deflection angle is insufficient for two (2) vehicles to negotiate the roundabout while side by side. A three (3) metre wide travelling lane, while acceptable but not preferable on a substantially straight section of road, is insufficient to allow two (2) vehicles to safely negotiate a roundabout when side-by-side. A high risk of side-swipe type crashes is created by this situation.

While this type of crash results in a lesser impact than a cross traffic or opposing direction crash, elimination of this type of crash without causing undue delay at the intersection is a better result. The overall cost associated with these crashes, which includes the cost of repairing property damage, is reduced for the community.

In the case of Morgan and Peter Streets, observations at the intersection revealed that the left turn movement that is labelled 'A' in the following diagram was greater than the right turn movement that is labelled 'C'. The left turn movement that is labelled 'D' was marginally greater than the right turn movement that is labelled 'F'.

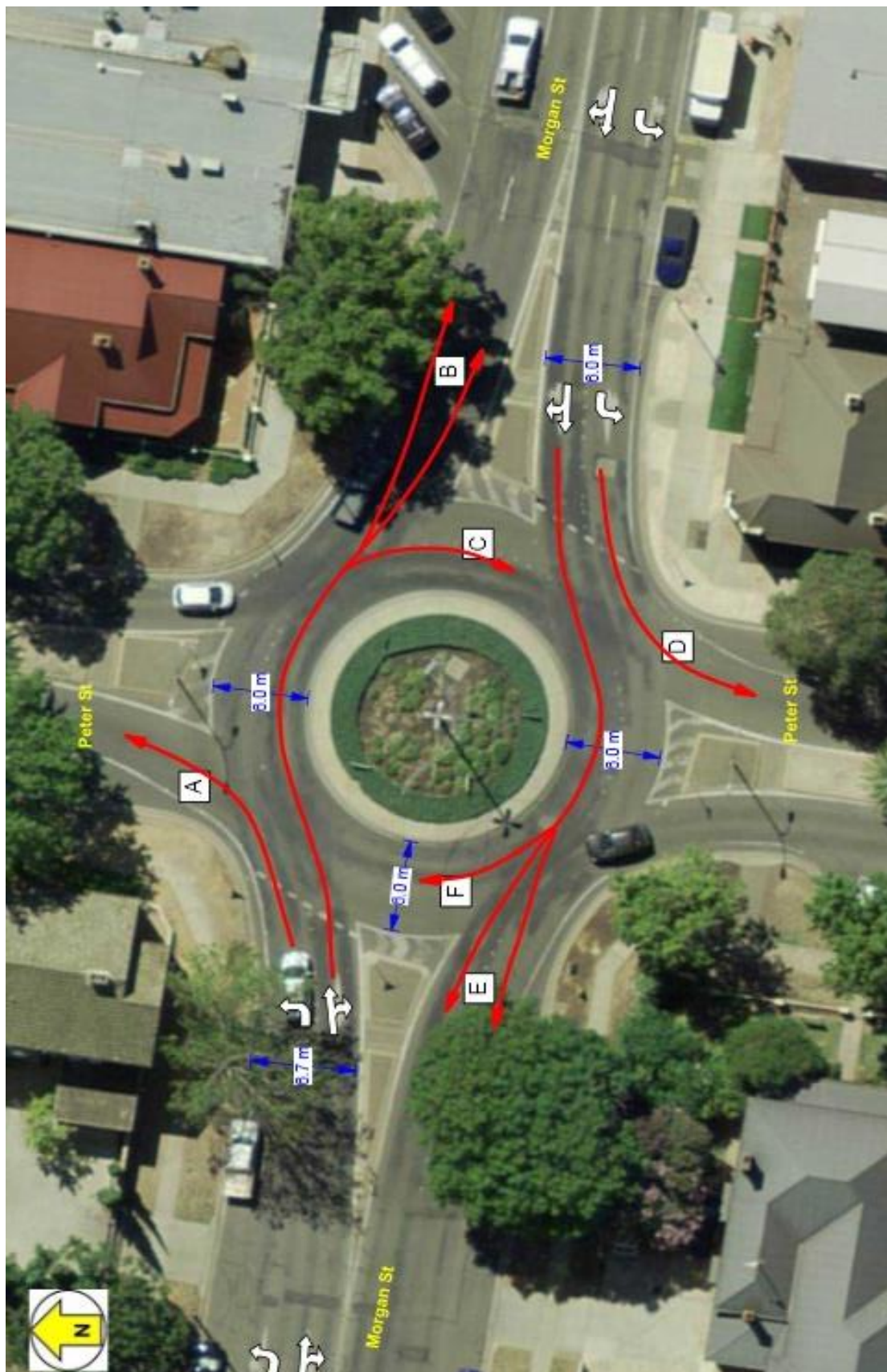
It should also be noted that in the case of the straight through movements, labelled 'B' and 'E', a driver may choose to use either lane to exit the roundabout because there is only one (1) lane used at the entry.

There is no rule in Part 9 of the Road Rules 2014, which refers to the operation of roundabouts that requires a driver to exit the roundabout into the lane nearest the middle of the road. In the situation that is demonstrated in the following diagram a driver may exit the roundabout into which ever lane best suits their purpose. This situation may not be widely understood by drivers.

The arrangement that is demonstrated in the following diagram makes allowances for drivers that do not have a precise awareness of vehicle placement on the road, thereby reducing the risk of a side-swipe type crash.

The only way that traffic should be permitted to again travel straight through this roundabout in adjacent lanes is if the overall diameter of the roundabout could be increased, thereby increasing the width of the travelled path. The expense involved in that exercise compared to the benefit that it would achieve is prohibitive.





Council officers have observed the function of the roundabout at Morgan Street and Peter Street on a number of occasions at various times of the day. Observations indicate that the implementation of this strategy has not appreciably reduced the efficiency of the roundabout at any time of the day. Nothing was observed that suggests that any reduction in road safety has occurred as a result the change implemented and staff are of the opinion that the changes improve road safety.



The configuration applied to the roundabout at the intersection of Morgan Street and Peter Street is consistent with the configuration of the other roundabouts on Morgan Street (Best Street and Murray Street).

Traffic Committee undertook the review of the roundabout lane configurations in response to a trend across New South Wales that has seen major crashes reduced by the introduction of roundabout treatments but a corresponding rise in the number of minor crashes at treated intersections. The initiative was an attempt to reduce the overall cost to the community by reducing the likelihood of side-swipe type crashes.

### **Budget**

The funding for the remediation of the road markings was sourced from the Lines and Signs Budget.

### **Policy**

N/A

### **Impact on Public Utilities**

N/A

### **Link to Strategic Plan**

#### **2. We are a safe and healthy community**

##### **2.1 We live in a safe community**

### **QBL Analysis**

	<b>Positive</b>	<b>Negative</b>
Social	Continued improvement to the community's ability to travel across the Local Government Area in safety.	N/A
Environmental	N/A	N/A
Economic	Improved management of public spending on transport management.	N/A
Governance	Responsible consultation and management of the Local Traffic Committee by Council.	N/A

### **Risk Management and Work Health and Safety Issues for Council**

No specific issues identified.

### **Internal / External Consultation**

The Traffic Committee consists of representatives from Council including Infrastructure and Planning staff and a Councillor, NSW Police, Roads and Maritime Services, Local Member representative and representatives from other agencies as required.

## **RP-9 PLANNING TASK FORCE**

**Author:** Wallace, Serena

**General Manager:** Eldridge, Alan

### **Recommendation**

**That Council endorse the scope of work and timelines of the Planning Task Force as outlined in this report.**

### **Executive Summary**

- The General Manager committed to fast tracking an overhaul of the City of Wagga Wagga's planning framework
- A Planning Taskforce has been established to project manage this reform process in a timely manner
- An opportunity exists to integrate and create planning documents which are relevant and integrated from conception through to the end of life with the framework
- The scope of the Task Force is to:
  - Conduct relevant strategic work (as outlined below)
  - Review and amend the Local Environmental Plan 2010 (LEP)
  - Review and amend / rewrite the Development Control Plan 2010 (DCP)
  - Review and implement new Developer Contribution Plans (inclusive of Section 94, Section 94A and Section 64)
- The target timeframe is 18 months for adoption of all plans. The total timeframe is inclusive of the LEP which is dependent on the Department of Planning and Environment (DPE)
- The intent of this process is to utilise existing resources to fast track the work and to engage external consultants only if technical expertise or a peer review is required.
- The community, elected representatives and industry stakeholders will be heavily engaged throughout this process

### **Report**

#### **Background**

In March 2016 General Manager, Alan Eldridge committed to fast tracking an overhaul of the City of Wagga Wagga's planning framework. It had become apparent that there was significant political and community frustration with the city's existing planning framework and it was clear that reform to the full suite of Council's critical planning documents was required. The Planning Taskforce has been established to project manage this reform process in a timely manner to meet the needs of the community and address previous commitments made.

## Framework

Council has created a framework based on the principles of the Integrated Planning and Reporting (IPR) framework as part of the Local Government Act. The framework is named the Sustainable Future Framework (SFF) and recognises how IPR specifically relates to the operations of the City of Wagga Wagga. The SFF is a community consultation informed framework and considers strategy to be a valuable part of informing delivery, policy and guidelines. It also demonstrates the required integration and relationship between Council documents.

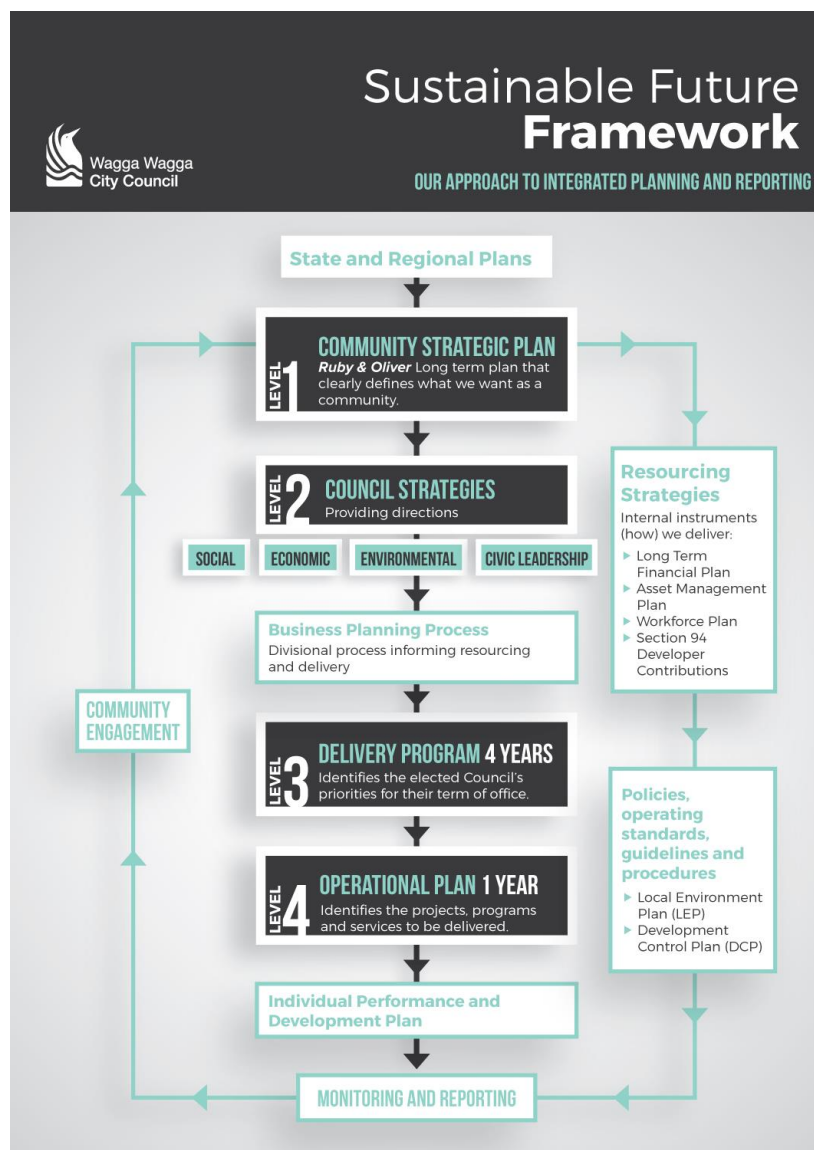


Figure 1 – Council's Sustainable Future Framework

An opportunity exists to integrate and create planning documents which are relevant and integrated from conception through to the end of life with the framework.

The integrated framework presents an opportunity to better integrate planning and engineering documents with the Community Strategic Plan (CSP) to achieve the best community outcomes into the future and tailor development in the Local Government Area (LGA) to be reflective of the culture and vision of the community.

## **Scope**

The scope of the Task Force has been determined through preliminary consultation undertaken with both internal and external stakeholders. As a result of the preliminary consultation the scope of the Planning Task force has been identified as needing to complete the following:

ITEM	DESCRIPTION
Strategy	<p>The strategy component includes the development of growth scenarios for the city that would consider the viability for development and the potential capacity of localities and infrastructure to accommodate growth. As part of this process analysis will be undertaken including the mapping of land constraints including that of flooding, a demographic and housing needs and residential supply and demand trends. Specific analysis will be undertaken to provide a response to those that sought re-zoning through the Spatial Plan.</p> <p>A rural land strategy will be undertaken looking at the current zonings in rural areas and the potential of re-zoning in these areas.</p> <p>The strategy component will also include the identification of recreational and sporting needs, social needs and key community infrastructure requirements for the future needs of Wagga.</p> <p>It is acknowledged that the strategic components of the framework can be lengthy due to a combination of engagement of stakeholders being undertaken as well as aspects of technical input and analysis required. The timeframe of 18 months inclusive of a 12 month Local Environmental Plan (LEP) review process provides challenges for Council in terms of prioritisation of the project over current operations, the need for additional resources to accommodate the intensive timeline as well as where needed find additional capacity in terms of technical expertise to deliver this core component of the project.</p> <p>The strategy element of the review is considered an essential part of progressing the review of the framework. It is acknowledged that elements of the strategy component were committed to by Council as part of the Spatial Plan and are required to inform future decisions in regards to land use planning and development controls.</p>
Review and Amend the Local Environmental Plan 2010 (LEP)	<p>The review of the LEP will be informed by the strategy undertaken in the initial stages of the project. The focus will consist of ensuring future land supply of residential land and the implications of various growth scenarios. A review of the current land use tables will also be undertaken, defining zone objectives and permitted or prohibited development.</p>

Review and Amend / Rewrite the Development Control Plan 2010 (DCP)	The DCP will be reviewed with the main focus to support and integrate with the LEP and promote development. The review will need to consider the application of the document in a local context and the ease of usability of the document to the community.
Review and implement new Developer Contribution Plans (inclusive of Section 94, Section 94A and Section 64)	<p>A review of the current Developer Contribution Plans will take place. The focus of this review is to improve the current accessibility of the document. The review will also evaluate current uncompleted projects within the plan as well as identifying new projects that will be informed by the strategy component of the project. As part of this review Council will investigate Voluntary Planning Agreements and Works in Kind as part of the Developer Contribution Plans.</p> <p>New Development Servicing Plans (sewer and stormwater) will be delivered in line with Contributions Plans.</p>

### **Desired Outcomes**

The outcomes of the review of the Planning Framework are to ensure the reviews of these documents are instruments in achieving;

- A dynamic and progressive city in regional NSW
- A liveable city where people choose to locate their businesses and family
- Diversity in housing choice
- A planning framework that supports community requirements and expectations of development within the city
- A Planning Framework that is accessible to our community

### **Consultation**

Consultation is currently underway with the implementation of the Wagga View campaign. Wagga View is the brand given to the community engagement campaign for the review of the Community Strategic Plan (CSP). As per the SFF framework displayed in Figure 1, the CSP is a key document in informing all levels of Council planning, strategy and policy. The campaign has been broadened from its original concept to cover all neighbourhoods and villages within the LGA. The decision to extend the Wagga View Road Show element was to ensure that neighbourhood characteristics were to some degree captured as well as provide an understanding of key opportunities and challenges within these neighbourhoods not only from a community planning perspective but also from a land use perspective. One of the outcomes to be achieved from the current CSP engagement was to take a place making approach to community engagement and understand the importance of space and amenity from the perspective of community members. This is being achieved through a number of engagement methods throughout the four (4) week engagement process. Not only is the intent of this approach to understand the expectation and priorities of the community but it will also provide guidance on the liveability indicators for the city.

As discussed later in the report preliminary internal and external engagement with industry stakeholders as well as Councillors has taken place to inform an understanding of the current issues with the planning framework. As a part of the SFF, Council is committed to ongoing communication and engagement throughout

the process. As part of the project for the Planning Taskforce, a communication and engagement plan will be prepared to inform and involve the community in the review of these key planning documents.

### **Timeframe**

The target timeframe is 18 months for adoption of all plans. It is important to note that the total timeframe is inclusive of the LEP which is dependent on the Department of Planning and Environment (DPE). Advice from the DPE is that Council should allow at least 12 months for the review and approval of the LEP. While it may be difficult to achieve these tight timeframes the intent is to provide enough resources to reach this ambitious goal.

### **Budget**

<b>Project Name &amp; Component</b>	<b>Existing Budget</b>	<b>Expenditure to Date</b>	<b>Proposed Budget Variation</b>	<b>Effect on LTFP</b>
Community Strategic Plan	\$0	\$17,000	\$20,000	The existing budget is to be brought forward from the 2016/2017 financial year.
Recreation, open space and community plan	\$185,000	\$0	\$0	A carryover of funds for the 2016/2017 financial year is expected.

### ***Budget Summary***

The above budget references the existing budget allocations for the short term work that will be undertaken by the taskforce. The intent of this process is to utilise existing resources to fast track the work and to engage external consultants only if technical expertise or a peer review is required. However, it is expected that the total costs for the life of the taskforce will exceed \$500K. A budget variation will be sought next financial year once full costs are known.

### **Policy**

Wagga Wagga Local Environmental Plan 2010.  
 Wagga Wagga Development Control Plan 2010.  
 Wagga Wagga Spatial Plan 2013-2043.  
 Development Contributions Plans (Section 94, 94A and 64).  
 Planning Agreements Policy 2006.

### **Link to Strategic Plan**

#### **4. We have a sustainable natural and built environment**

##### **4.2 We plan for resilient and sustainable built environments**



## QBL Analysis

	Positive	Negative
Social	Provision of the opportunity to provide better community outcomes for the city in term of development and land use planning. The liveability of the city is a key focus of the new documents.	N/A
Environmental	Sustainable communities are the result of a strengthened framework that considers environmental impact and liveability of communities.	N/A
Economic	The viability of development within the city is promoted through a revised a planning framework and endeavours to meet the needs of our community.	N/A
Governance	The opportunity to further align the planning documents and instruments to community expectations and the Community Strategic Plan.	N/A

## Risk Management and Work Health and Safety Issues for Council

- Lack of buy in from the Community, industry and elected representatives
- A rushed process may lead to poor decisions and outcomes
- Inability to achieve a “Wagga Wagga” specific documents due to time constraints

## Internal / External Consultation

Consultation on the Planning Task Force is considered preliminary to date with consultation taking the form of selected internal consultation and individual interviews with selected industry representation. These sessions were undertaken to understand both an internal and external stakeholder perception of what was to be achieved by the Planning Task Force. This consultation was used as a basis of conversation at a workshop with Councillors held on the 18 May 2016 where Councillors also provided details of their expectations of the Planning Task Force.

As identified previously in this report Council consider stakeholder and industry consultation and important part of the process and will provide a communication and engagement plan to run alongside the project.

**RP-10 PLANNING PROPOSALS FOR LAND AT INGLEWOOD ROAD GUMLY GUMLY AND 77 OLD NARRANDERA ROAD AND 17 RIVER ROAD, GOBBAGOMBALIN**

**Author:** Rankin, Liz

**Recommendation**

**That Council in line with the recommendations of the Wagga Wagga Spatial Plan 2013-2043, defer consideration of land identified as potential urban land and potential intensification until the relevant strategic work is completed by the Planning Task Force.**

**Executive Summary**

At the March 2016 Policy and Strategy Committee meeting Council was presented with a report that proposed deferring consideration of land identified in the Spatial Plan as “potential urban land” and “potential intensification” until a residential strategy is completed.

Council resolved to defer a decision until 26 April 2016 Ordinary Council meeting. The reason for deferring consideration of this matter was to give time to staff to prepare a timeline and project plan for a comprehensive review of planning documents as a requirement of the proposed Planning Taskforce.

Whilst this matter was not considered at the April 26 meeting, the matter is now being proposed for consideration.

**Report**

Council has received two (2) applications to amend the Wagga Wagga Local Environmental Plan 2010 (WWLEP) for the following areas:-

- Inglewood Road, Gumly Gumly
- 77 Old Narrandera Road and 17 River Road, Gobbagombalin

Both areas are identified in the Wagga Wagga Spatial Plan 2013-2043 (WWSP) as potential urban areas subject to a residential strategy being undertaken to determine release timeframes and density.

Pre-lodgement meetings were held with both applicants and advice was provided in line with the WWSP recommendations to await the outcomes of any further strategic planning before submitting an application to Council.

Without the strategic analysis behind it, it is difficult to determine whether the proposals to rezone are timely and whether the proposed lot sizes will meet the likely future demand for residential development in the city. In addition, an evidenced based approach is required to determine the likely future need for both physical (roads, drainage, water and sewer) infrastructure as well as social infrastructure in the proposed locations.

As identified in the Spatial Plan 2013 20 separate areas across diverse parts of the city were identified as having potential for development. Council needs to look at all this land in a holistic way to determine which areas need to be rezoned to meet housing demand for the next 20 years. Care is needed to ensure that an objective approach to rezoning individual land parcels is taken.

The organisation has a newly established Planning Taskforce who has been tasked with preparing a project plan/s and timelines for the review of a range of council planning instruments, including the Wagga Wagga LEP 2010, The Wagga Wagga DCP 2005 and 2010 and the S94 Contributions Plan.

At a workshop on 17 May 2016, the taskforce officer's workshopped with councillors, the councillors own intent or expectations, of a review process of the review process. The outcomes of that workshop and some options for timelines and processes are to be presented at this council meeting and should be read in conjunction with this report.

## **The Planning Proposals**

### Inglewood Road, Gumly Gumly

The site comprises of 228 hectares and is owned by eight (8) land owners. The proposal is to rezone the land from RU1 Primary Production to R5 Large Lot Residential and to amend the minimum lot size map to permit lots of 6,500 sqm and 2 hectare.

### 77 Old Narrandera Road and 17 River Road, Gobbagombalin

The planning proposal is to rezone the land from RU1 Primary Production to R1 General Residential and R5 Large Lot Residential. Approximately 33.5 hectares of land is being proposed R1 General Residential and 25.5 hectares R5 Large Lot Residential.

## **Considerations**

### **Wagga Wagga Spatial Plan 2013 – 2043**

Both areas are identified in the WWSP as 'potential urban areas' with the recommendation for Inglewood Road being that *'The zone and minimum lot size will be considered after the outcomes of the residential study are known'* and the recommendation for Gobbagombalin being that *'Prior to rezoning, constraints of the site must be identified and avoided to ensure the constrained land remains as a rural zone.'* Both items require the completion of the residential study to be complete prior to consideration of any zone or lot size changes.

These outcomes are contingent on the proposed timeline and scope of works for the planning taskforce.

## **Integrated Strategic Planning**

Officers have previously recommended that council take an overarching and integrated approach to planning the city. It has been suggested that a growth strategy approach be taken whereby key issues such as residential development, open space, recreation and community facilities planning are integrated.

Background technical analysis for this approach has begun however council will be advised by the Planning taskforce and required to make a determination as to a time frame and project plan for the review of planning in the city. In addition, the city wide Integrated Transport Strategy is progressing. This work will also inform decisions about future residential growth. These strategies need to be completed to ensure that decisions regarding the rezoning of future residential, open space and recreational land are objective, are informed by the best technical analysis and are guided by a vision and principles for the growth of the city.

Other Considerations:

Inglewood Road, Gumly Gumly

- Fragmented parcel of land between an RU1 Primary Production area and an R5 Large Lot area.
- Overland Flooding
- Ground water salinity
- Reticulated sewer
- Preservation of a road corridor to the airport precinct
- The Masterplan considering revised flood modelling
- Proximity to airport and flight paths

77 Old Narrandera Road and 17 River Road, Gobbagombalin

- APA NSW gas pipeline and buffer
- Riverine flooding
- Use of land for agricultural purposes

Should council determine to defer consideration of the two planning proposals the respective applicants could choose to withdraw their applications pending the outcomes of a residential growth strategy for the city. The applicants will be eligible for a refund of all relevant fees minus the initial assessment fee.

The applicants can alternately leave the proposals with council to be considered and included in any proposed amendment once the residential/growth strategy has been determined by council.

## **Budget**

As a result of this report, income received as part of application fees will be refunded to the respective applicants.

## **Policy**

Wagga Wagga Local Environmental Plan 2010.

## **Impact on Public Utilities**

Deferring the consideration of the applications will ensure adequate plans are in place to service the subject sites if identified as growth areas in the Growth Strategy.

## Link to Strategic Plan

### 4. We have a sustainable natural and built environment

#### 4.2 We plan for resilient and sustainable built environments

### QBL Analysis

	Positive	Negative
Social	The planning proposals have the potential to provide increased residential development in the Wagga Wagga LGA.	Due consideration needs to be given to the requirement for and staging of the provision of social and physical infrastructure before rezoning more land for residential development. Due consideration needs to be given to the likely future housing needs of the city for the next 30 years (density, lot mix, proximity to serves etc.)
Environmental	Needs further assessment.	Both areas are affected by flooding issues. Needs further assessment and should be informed by the flood risk management plans that are being prepared.
Economic	Needs further assessment. There is a risk that without proper planning the cost burden to the community of inappropriate zoning may out weight the benefits of new development.	Council needs to plan properly for its residential growth in order to ensure the efficient use of infrastructure. Assessment of the desired direction of growth for the city (whether it is north or south) needs to be determined based on an evaluation of the availability of infrastructure. The cost of the provision of large lot residential in terms of asset management needs to be considered.
Governance	By deferring the assessment of these proposals council will give itself the time to consider adequately the rezoning of all land that was identified in the Spatial Plan for further rezoning. This is an equitable and fair approach, rather than favouring some landholders over others.	The applicant has a right of appeal to the Department of Planning and Environment (pre gateway review process). If supported by the Department, the Southern Joint Regional Planning Panel will become the determining authority.

## **Risk Management and Work Health and Safety Issues for Council**

No specific issues identified.

### **Internal / External Consultation**

The internal LEP Working Group considered both applications and raised a number of concerns. Concerns raised by the working group and advice in line with the recommendations of the WWSP were conveyed to the applicants prior to the applications being received.

A rural-residential vacant land supply and demand study was prepared for the Inglewood Road proposal. However this has not been assessed in detail as further strategic work is required to determine whether R5 is even the most appropriate density for that area, this should be the subject of the residential/growth strategy.

### **Attachments**

- 1 [↓](#). Application to Amend LEP - Inglewood Road Gumly Gumly - Provided under separate cover
- 2 [↓](#). Inglewood Road Master Planning Report - Provide under separate cover
- 3 [↓](#). Inglewood Road Preliminary Site Investigation - Provided under separate cover
- 4 [↓](#). Inglewood Road Subdivision & Infrastructure Services Report - Provided under separate cover
- 5 [↓](#). Inglewood Road - Opteon Supply & Demand Study - Provided under separate cover
- 6 [↓](#). Application to Amend LEP - 77 Old Nrrandera Road & 17 River Road Gobbagombalin - Provided under separate cover



## **COMMITTEE MINUTES**

### **M-1 FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE MINUTES**

**Author:** Fenwick, Alex  
**General Manager:** Eldridge, Alan

#### **Recommendation**

#### **That Council:**

- a receive and note the minutes of the Floodplain Risk Management Advisory Committee Meeting held on 28 April 2016**
- b request a report that provides options on placing a moratorium on, or limiting new applications for, development on the floodplain until the revision of the Floodplain Risk Management Study and Plan is completed**

#### **Report**

The Floodplain Risk Management Advisory Committee met on 28 April 2016.

The minutes of the meeting are attached for Councillors' reference.

In response to the Floodplain Management Committee report RP- 2 PRESENTATION FROM WMA WATER - FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN PROJECT the following recommendation was made by the committee:

*That the committee:*

- a receive and note the report*
- b that Council request a report that provides options on placing a moratorium on, or limiting new applications for, development on the floodplain until the revision of the Floodplain Risk Management Study and Plan is completed.*

The Floodplain Risk Management Advisory Committee has recommended that Council seek a report on options available to place a moratorium on further development on the floodplain, or to limit development on the floodplain, until such time as the revision of the Wagga Wagga Floodplain Risk Management Study and Plan has been completed.

During the presentation from WMA Water, concerns were raised by members of the community present at the meeting about the impact of cumulative development on the floodplain. This has been a common theme raised during recent community engagement campaigns on flooding and flood related projects.

The intention of the recommendation is to explore what options may be available to limit cumulative flood impact associated with development on the floodplain until such time as the revised Floodplain Risk Management Study and Plan is adopted and actions relating to development on the floodplain are implemented.

The revision of the Floodplain Risk Management Study and Plan will investigate the impact of cumulative development of flood behaviour and make recommendations on appropriate actions to minimise, mitigate and control any impacts identified.

### **Budget**

N/A

### **Policy**

N/A

### **Impact on Public Utilities**

N/A

### **Link to Strategic Plan**

#### **1. We are an engaged and involved community**

1.1 We are a community that is informed and involved in decisions impacting us

### **QBL Analysis**

	<b>Positive</b>	<b>Negative</b>
Social	Protection of the community against flooding, providing an environment safe from flooding.	N/A
Environmental	Protection against flooding, informed decisions made about activities occurring on the floodplain.	N/A
Economic	Protection of the urban area from flooding and the potential loss of property and associated damages.	N/A
Governance	Delivering the action items as contained in the adopted Floodplain Risk Management Plan.	N/A

### **Risk Management and Work Health and Safety Issues for Council**

No specific issues identified.

### **Internal / External Consultation**

The committee is represented by Councillors, Community, State agencies and Council staff.

### **Attachments**

1 [↓](#). Minutes - meeting held 28 April 2016

**MINUTES of the FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE held on Thursday 28 April 2016.**

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**PRESENT**

The Mayor, Councillor Rod Kendall	Wagga Wagga City Council
Councillor Greg Conkey OAM	Wagga Wagga City Council
Councillor Kevin Poynter	Wagga Wagga City Council

**IN ATTENDANCE**

Jon Gregory	State Emergency Service (SES)
Steve Manwaring	Office of Environment and Heritage
Janice Summerhayes	Director Environmental and Community Services
Alex Fenwick	Manager Engineering Services
Keith Seghers	Subdivision Coordinator
Mark Gardiner	Manager Environment and Recreation Services
Stacey Post	Communications and Engagement Officer
Meredith McIntyre	Department of Planning
Nick Stephenson	Community Member (for Andrew Irvine)
Steve Gray	WMA Water
Zac Richards	WMA Water
Beth Marson	WMA Water
Jessica Crawford	Business Support Officer (Minute Taker)

**APOLOGIES**

Donna Argus	Community Member
Andrew Irvine	Community Member
Geoff Veneris	Manager Waste and Stormwater Services
Michael Dunn	Local Land Services

The meeting of the Floodplain Risk Management Advisory Committee commenced at 12:05pm with RP-2 presentation from WMA Water.

**ACKNOWLEDGEMENT OF COUNTRY**

I would like to Acknowledge the Traditional Custodians of this Land, on which this meeting takes place and to pay my respects to Elders past and present.

**CONFIRMATION OF MINUTES**

**CM-1 CONFIRMATION OF MINUTES - MEETING HELD 23 FEBRUARY 2016**

**Recommendation**

**That the Minutes of the proceedings of the Floodplain Risk Management Advisory Committee Meeting held on 23 February 2016 be confirmed as a true and accurate record.**

**MINUTES** of the **FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE** held on **Thursday 28 April 2016**.

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**DECLARATIONS OF INTEREST**

Nil

**REPORTS FROM STAFF**

**RP-1 PROJECT UPDATES**

**Recommendation**

**That the committee receive and note the report**

**CARRIED**

**RP-2 PRESENTATION FROM WMA WATER - FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN PROJECT**

**Recommendation**

**That the Committee**

- a receive and note the report**
- b that Council request a report that provides options on placing a moratorium on, or limiting new applications for, development on the floodplain until the revision of the Floodplain Risk Management Study and Plan is completed.**

**CARRIED**

- WMA Water will provide Council and the Committee with a timeline for the Community Engagement Process and future meetings with the Committee.
- WMA Water advised they will try to include all levees (legal and those around quarries and on private land) in the risk management study.

**QUESTIONS WITH NOTICE**

No Questions With Notice were received.

The Floodplain Risk Management Advisory Committee rose at 1.15pm.

## **CONFIDENTIAL REPORTS**

### **CONF-1      PROPOSED GRAZING LICENCE AGREEMENT - TASMAN AND EDISON ROADS, EAST WAGGA**

**Director:**     **Bolton, James**

This report is **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (c)      information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**CONF-2      PROPOSED AIRPORT SUB-LEASE TO C & J CABOT SUPER FUND  
PTY LTD**

**Director:      Bolton, James**

This report is **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**CONF-3      PROPOSED ACQUISITION OF PART LOT 42 DP 1000852 AT  
ESTELLA FOR ROAD PURPOSES**

**Director:     Bolton, James**

This report is **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (c)      information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.



**CONF-4      WAGGA AIRPORT SUB-LEASE TO MOBIL OIL AUSTRALIA PTY LIMITED**

**Director:      Bolton, James**

This report is **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**CONF-5      PROPOSED VARIATION OF AIRPORT SUB-LEASE**

**Director:      Bolton, James**

This report is **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

## **CONF-6 RIVERINA INTERMODAL FREIGHT AND LOGISTICS (RIFL) HUB**

**Director: Bolton, James**

This report is **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

## **CONF-7      RE-DETERMINATION      OF      COUNCIL'S      ORGANISATION STRUCTURE**

**General Manager: Eldridge, Alan**

This report is **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (a) personnel matters concerning particular individuals.

## **QUESTIONS/BUSINESS WITH NOTICE**

**MINUTES of the SUPPLEMENTARY MEETING OF COUNCIL held on Monday 9 May 2016.**

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**PRESENT**

The Mayor, Councillor Rod Kendall  
Councillor Yvonne Braid  
Councillor Alan Brown  
Councillor Greg Conkey OAM  
Councillor Paul Funnell  
Councillor Garry Hiscock  
Councillor Kerry Pascoe  
Councillor Kevin Poynter  
Councillor Dallas Tout

**IN ATTENDANCE**

General Manager	(Mr A Eldridge)
Acting Director Commercial & Economic Development	(Mr J Bolton)
Director Corporate Services	(Mr C Richardson)
Director Environmental & Community Services	(Mrs J Summerhayes)
Acting Manager Economic Development & Visitor Economy	(Mr R Robinson)
Manager Engineering	(Mr A Fenwick)
Manager Regulatory Services	(Mr G Minehan)
Manager Executive Support	(Mr S Gray)
Manager Project Operations	(Ms C Angel)
Strategic Partner – Corporate Governance & Risk	(Mrs N Johnson)
Strategic Partner – Strategy & Communications	(Mr B Koschel)
Land and Real Property Coordinator	(Ms D Wright)
Corporate Governance & Risk Coordinator	(Mrs J Watkins)

The Supplementary Council meeting commenced at 8:58pm.

**PRAYER**

Almighty God,

Help protect our Mayor, elected Councillors and staff.

Help Councillors to govern with justice, integrity, and respect for equality, to preserve rights and liberties, to be guided by wisdom when making decisions and settling priorities, and not least of all to preserve harmony.

Amen.

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This is page 1 of the **MINUTES** of the **SUPPLEMENTARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

.....**MAYOR** .....**GENERAL MANAGER**

**MINUTES** of the **SUPPLEMENTARY MEETING OF COUNCIL** held on **Monday 9 May 2016**.

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**ACKNOWLEDGEMENT OF COUNTRY**

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of this Land. I would also like to pay respect to the Elders both past and present of the Wiradjuri Nation and extend that respect to other Community members present.

**APOLOGIES**

Apologies for non-attendance were received and accepted for Councillor A Negline and Councillor J McLaren on the Motion of Councillors P Funnell and G Hiscock.

**CARRIED**

**CONFIRMATION OF MINUTES**

**CM-1      EXTRAORDINARY COUNCIL MEETING - 21 APRIL 2016**

**16/101      RESOLVED:**  
On the Motion of Councillors P Funnell and A Brown

**That the Minutes of the proceedings of the Extraordinary Council Meeting held on 21 April 2016 be confirmed as a true and accurate record.**

**CARRIED**

**CM-2      ORDINARY COUNCIL MEETING - 26 APRIL 2016**

**16/102      RESOLVED:**  
On the Motion of Councillors A Brown and K Pascoe

**That the Minutes of the proceedings of the Ordinary Council Meeting held on 26 April 2016 be confirmed as a true and accurate record.**

**CARRIED**

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This is page 2 of the **MINUTES** of the **SUPPLEMENTARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

.....**MAYOR**      .....**GENERAL MANAGER**



**MINUTES** of the **SUPPLEMENTARY MEETING OF COUNCIL** held on **Monday 9 May 2016**.

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### **DECLARATIONS OF INTEREST**

Councillor A Brown declared a Pecuniary Interest, the reason being that he provides professional training services to Council.

### **CLOSED COUNCIL**

**16/103     RESOLVED:**

On the Motion of Councillors A Brown and K Pascoe

**That the Council now resolve itself into a Closed Council, the time being 9:00pm.**

**CARRIED**

AT THIS STAGE OF THE MEETING THE PRESS AND PUBLIC GALLERY RETIRED FROM THE COUNCIL MEETING.

### **PROCEDURAL MOTION – CHANGE OF STANDING ORDERS**

**16/104     RESOLVED:**

On the Motion of Councillors K Poynter and G Conkey OAM

**That Council bring forward consideration of item CONF-2 BOMEN ENABLING ROADS AND THE RIVERINA INTERMODAL FREIGHT AND LOGISTICS (RIFL) HUB to follow Closed Council.**

**CARRIED**

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This is page 3 of the **MINUTES** of the **SUPPLEMENTARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

.....**MAYOR**     .....**GENERAL MANAGER**

**MINUTES** of the **SUPPLEMENTARY MEETING OF COUNCIL** held on **Monday 9 May 2016**.

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## **SUSPENSION OF STANDING ORDERS**

**16/105 RESOLVED:**

On the Motion of Councillors P Funnell and G Hiscock

**That Council suspend standing orders, the time being 9:03pm.**

**CARRIED**

At this stage of the meeting, Project Director, Parsons Brinckerhoff, Mr Mark Nugter, was invited into the meeting, the time being 9:03pm.

## **REINSTATE STANDING ORDERS**

**16/106 RESOLVED:**

On the Motion of Councillors K Poynter and P Funnell

**That Council reinstate standing orders, the time being 10:22pm.**

**CARRIED**

## **CONF-2 BOMEN ENABLING ROADS AND THE RIVERINA INTERMODAL FREIGHT AND LOGISTICS (RiFL) HUB**

**16/107 RESOLVED:**

On the Motion of Councillors D Tout and P Funnell

**That Council:**

- a note the proposed Project Management Plan for the implementation of Stage One of the RiFL Hub Program being the construction of enabling roads at Bomen**
- b noting information provided by the NSW Government, continue to seek NSW Government funding support for Stage One of the RiFL Hub Program from Fixing Country Roads Round Two**
- c implement the land acquisition approach detailed within this report for land parcel I**
- d shortlist the applicants detailed in the attached EOI 2016/601 Evaluation Report and proceed with option 2 for the tender process**
- e note and approve the splitting of the RiFL Hub budget into two separate projects being Stage One and Stage Two**

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This is page 4 of the **MINUTES** of the **SUPPLEMENTARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

.....**MAYOR** .....**GENERAL MANAGER**



**MINUTES of the SUPPLEMENTARY MEETING OF COUNCIL held on Monday 9 May 2016.**

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- f receive a further report on the final estimate of costs and impact of these costs prior to making a final commitment to proceeding with any Stage of the RiFL Hub Program**

**CARRIED**

Mr M Nugter vacated the chamber, the time being 10:23pm.

**CONFIDENTIAL MAYORAL MINUTE**

**CONFMM-1 MAYORAL MINUTE - WAGGA WAGGA HOSPITAL DEMOLITION AND WASTE MANAGEMENT**

**16/108 RESOLVED:**  
On the Motion of the Mayor Councillor R Kendall

**That Council:**

- a authorise the General Manager to enter into a negotiation with Southern Cross Demolitions Pty Ltd for building and waste materials entering Gregadoo Waste Management Centre, including recycling and use of the waste material, from the Wagga Wagga Base Hospital**
- b receive a further report from the General Manager on the outcomes and way forward**

**CARRIED**

**CONFIDENTIAL REPORTS**

**CONF-1 PROPOSED AQUISITION OF PART LOT 3 DP 788426 AT BOMEN FOR ROAD PURPOSES**

**16/109 RESOLVED:**  
On the Motion of Councillors P Funnell and K Pascoe

**That Council:**

- a delegate authority to the General Manager to negotiate the terms of an Acquisition Agreement reflecting the 'in principle' agreement reached with the landowner in accordance with section 30 of the Land Acquisition (Just Terms Compensation) Act 1991**
- b if the parties reach agreement on the terms of an Acquisition Agreement by 31 May 2016:**

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This is page 5 of the **MINUTES** of the **SUPPLEMENTARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

.....**MAYOR** .....**GENERAL MANAGER**

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- i resolve to proceed with the compulsory acquisition of the land identified in the report as “F” being proposed Lot 31 DP 1219172 (part Lot 3 DP 788426) (the Property), with the consent of the landowner, for the purposes of section 177(2)(b) of the Roads Act 1993 in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991
  - ii take each further step as is necessary to obtain approval from the Minister, the Governor or any public authority as may be necessary, and take all actions as may be necessary, to give notices and otherwise carry out the acquisition by means of compulsory acquisition by consent
  - iii following receipt of the Governor’s approval, Council give effect to the acquisition by publication of an Acquisition Notice in the NSW Government Gazette and such other publication as may be required by law
  - iv pay compensation in accordance with the Acquisition Agreement
- c if the parties are unable to reach agreement on the terms of an Acquisition Agreement reflecting the ‘in principle’ agreement reached by 31 May 2016:
  - i the acquisition of the Property be carried out by compulsory process, without the consent of the landowner, for the purposes of section 177 (2) (b) of the Roads Act 1993 in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991
  - ii seek approval from the Minister for Local Government in accordance with section 178 of the Roads Act 1993 to give a Proposed Acquisition Notice in accordance with the Land Acquisition (Just Terms Compensation) Act 1991
  - iii take each further step as is necessary to obtain approval from the Minister, the Governor or any public authority as may be necessary, and take all actions as may be necessary, to give notices and otherwise carry out the acquisition by means of compulsory acquisition
  - iv following receipt of the Ministers approval, Council serve the Proposed Acquisition Notice and take each other action necessary to carry out the acquisition
  - v following receipt of the Governor’s approval, Council give effect to the acquisition by publication of an Acquisition Notice in the NSW Government Gazette and such other publication as may be required by law
  - vi pay compensation to all interest holders entitled to compensation by virtue of the compulsory acquisition on the terms set out in the Land Acquisition (Just Terms Compensation) Act 1991
- d authorise the General Manager to complete and execute all documentation necessary to finalise and bring into force Council’s acquisition of the Property, and if necessary fix the common seal to any

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.....MAYOR .....GENERAL MANAGER



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- application to the Minister, the Governor and the Registrar General or any public authority for the compulsory acquisition as necessary
- e authorise the affixing of Council's common seal to all relevant documents as required
- f agree to dedicate the Property as a public road following gazettal of the acquisition

**CARRIED**

CONF-2 BOMEN ENABLING ROADS AND THE RIVERINA INTERMODAL FREIGHT AND LOGISTICS (RIFL) HUB was moved forward for consideration following Closed Council.

**REVERSION TO OPEN COUNCIL**

**16/110 RESOLVED:**

On the Motion of Councillors K Poynter and K Pascoe

**That this meeting of the Closed Council revert to an open meeting of the Council, the time being 11:20pm.**

**CARRIED**

**REPORT OF PROCEEDINGS OF CLOSED COUNCIL**

**16/111 RESOLVED:**

On the Motion of Councillors P Funnell and K Pascoe

**That the recommendations contained in the report of the proceedings of the Closed Council be adopted.**

**CARRIED**

**QUESTIONS/BUSINESS WITH NOTICE**

No Questions/Business with Notice received.

THIS COMPLETED THE BUSINESS OF THE SUPPLEMENTARY COUNCIL MEETING WHICH ROSE AT 11:21pm.

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MAYOR

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This is page 7 of the **MINUTES** of the **SUPPLEMENTARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **9 MAY 2016**.

.....MAYOR .....GENERAL MANAGER