

AGENDA AND BUSINESS PAPER

Ordinary Meeting of Council

**To be held on
MONDAY
8 APRIL 2019
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



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 8 April 2019 at 6.00pm.

Council live streams video and audio of Council meetings. Members of the public are advised that their voice and/or image may form part of the webcast.



Mr Peter Thompson
General Manager

WAGGA WAGGA CITY COUNCILLORS



**Mayor
Councillor Greg
Conkey OAM**



**Deputy Mayor
Councillor Dallas
Tout**



**Councillor Yvonne
Braid**



**Councillor Paul
Funnell**



**Councillor Dan
Hayes**



**Councillor Vanessa
Keenan**



**Councillor Rod
Kendall**



**Councillor Tim
Koschel**

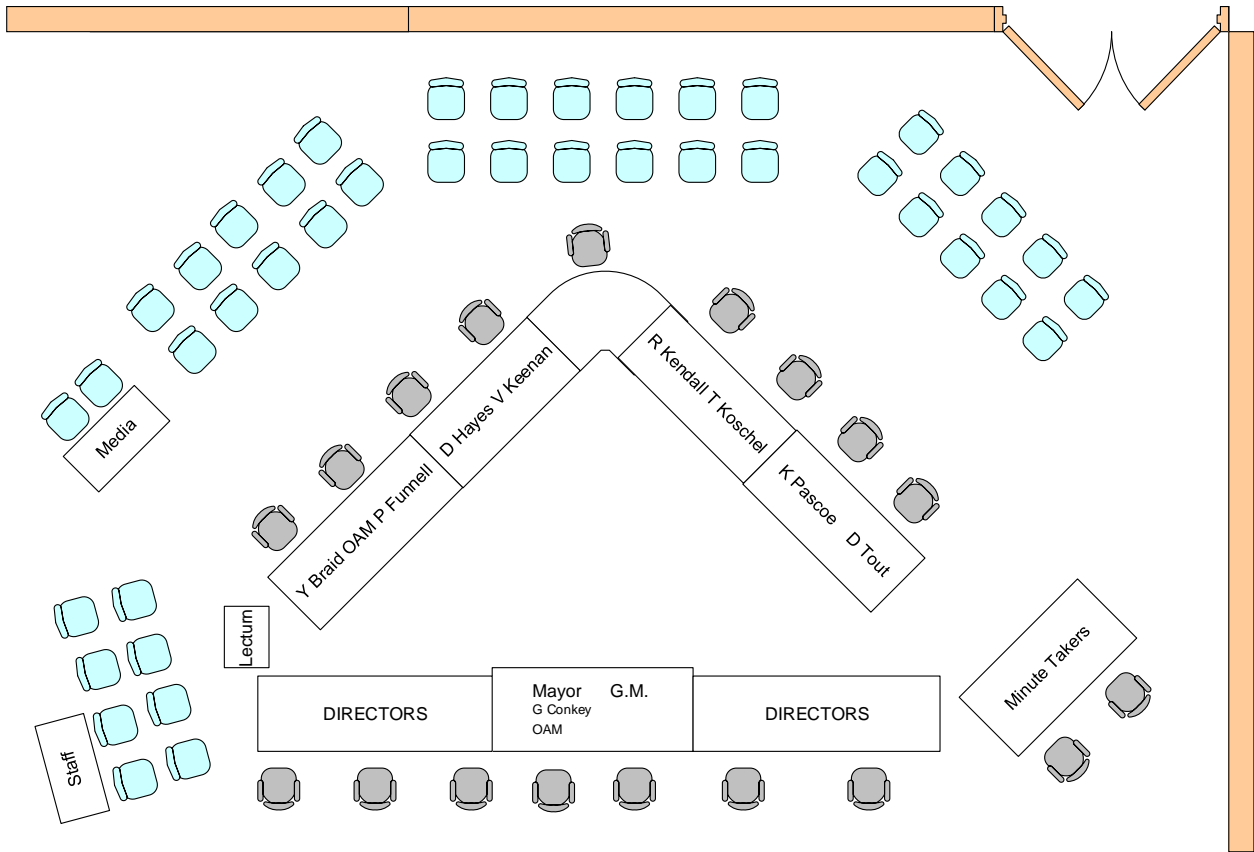


**Councillor Kerry
Pascoe**

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 8 APRIL 2019

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PRAYER

ACKNOWLEDGEMENT OF COUNTRY

APOLOGIES

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 25 MARCH 2019

Recommendation

That the Minutes of the proceedings of the Ordinary Council Meeting held on 25 March 2019 be confirmed as a true and accurate record.

Attachments

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DECLARATIONS OF INTEREST

NOTICE OF MOTIONS OF RESCISSION

NOR-1 NOTICE OF RESCISSION - WAGGA WAGGA CITY COUNCIL CRIME PREVENTION WORKING GROUP

Councillor: Councillor Tim Koschel
Councillor Yvonne Braid
Councillor Paul Funnell

Summary: The purpose of this report is to rescind resolution No. 19/086 from the 25 March 2019 Council Meeting and put a new motion that recommends the inclusion of a representative from Neighbourhood Watch as a voting representative on the Wagga Wagga City Council Crime Prevention Working Group.

Recommendation

That Council:

- a rescind Resolution No. 19/086 Wagga Wagga City Council Crime Prevention Group, which reads as follows:

That Council:

- a establish a Wagga Wagga City Council Crime Prevention Working Group*
 - b endorse the Wagga Wagga City Council Crime Prevention Working Group Terms of Reference as tabled with this report*
 - c invite the identified stakeholders outlined in the Terms of Reference document with the following additions to join as members to the Wagga Wagga City Council Crime Prevention Working Group*
 - i two additional community representatives with at least one under the age of 25 at the date of application*
 - ii three Councillors in addition to the Mayor*
 - d advertise an expression of interest process to appoint the community members on to the Wagga Wagga City Council Crime Prevention Working Group*
- b establish a Wagga Wagga City Council Crime Prevention Working Group
- c endorse the Wagga Wagga City Council Crime Prevention Working Group Terms of Reference provided under separate cover with the following amendments to the voting members:
- i two additional community representatives with at least one being under the age of 25 at the date of application
 - ii three Councillors in addition to the Mayor
 - iii one representative from Neighbourhood Watch
- d invite the identified stakeholders outlined in the Terms of Reference document and above to join as members to the Wagga Wagga City Council Crime Prevention Working Group
- e advertise an expression of interest process to appoint the community members

Report

At the 25 March 2019 Council Meeting it was resolved:

That Council:

- a establish a Wagga Wagga City Council Crime Prevention Working Group*
- b endorse the Wagga Wagga City Council Crime Prevention Working Group Terms of Reference as tabled with this report*
- c invite the identified stakeholders outlined in the Terms of Reference document with the following additions to join as members to the Wagga Wagga City Council Crime Prevention Working Group*
 - i two additional community representatives with at least one under the age of 25 at the date of application*
 - ii three Councillors in addition to the Mayor*
- d advertise an expression of interest process to appoint the community members on to the Wagga Wagga City Council Crime Prevention Working Group*

We are presenting this Rescission Motion for Councillors to consider the inclusion of a representative from Neighbourhood Watch as a voting member of the Wagga Wagga City Council Crime Prevention Working Group.

Financial Implications

N/A

Policy and Legislation

Wagga Wagga City Council Code of Meeting Practice

Link to Strategic Plan

Safe and Healthy Community

Objective: We are safe

Outcome: We feel safe

Risk Management Issues for Council

N/A

Internal / External Consultation

N/A

REPORTS FROM STAFF**RP-1 DA17/0572 FOR 9 LOT SUBDIVISION AT GENISTA PLACE,
SPRINGVALE NSW 2650****Author:** Cameron Collins**General Manager:** Peter Thompson**Summary:**

The report is for a development application and is presented to Council for determination. The application has been referred to Council under Section 1.10 of the Wagga Wagga Development Control Plan 2010 (WWDCP) as the number of submissions received is more than 10.

At its meeting of 25 February 2019, Council resolved to defer its determination *“pending further consultation with the applicant, the objectors and Council”*. This report has been prepared to address the outcomes of the further consultation.

Recommendation

That Council approve DA17/0572 for 9 Lot Subdivision at Genista Place, Springvale NSW 2650 subject to conditions outlined in the Section 4.15 assessment report for DA17/0572 including a deferred commencement condition requiring Council and the developer to execute the ‘Genista Place Planning Agreement’ and including any amendments detailed in the recommendations contained in this report.

Development Application Details

Applicant	Watsons Hill Pty Ltd Directors – Robert Salisbury, Lena Alatalo, Antti Alatalo, Mike Alatalo Secretaries – Robert Salisbury, Antti Alatalo, Jennifer Priest, Mike Alatalo, Anthony Moyle, Paul Eady
Owner	Watsons Hill Pty Ltd Directors & Secretaries – see above.
Development Cost	\$100,000
Development Description	The applicant seeks approval for subdivision under Torrens title of the existing lot (Lot 39 DP 1085747) to create 9 lots in total. Eight residential lots are proposed ranging from 2.000 hectares to 2.039 hectares in area. The residential

	<p>allotments will be provided access to Genista Place, Wisteria Place and Featherwood Drive via 3 existing access handles serving the parent allotment.</p> <p>Lot 9 will have an area of 8.542 hectares and will be dedicated as public reserve to Council. This allotment is the subject of a Voluntary Planning Agreement (VPA) (identified as the draft “Genista Place Planning Agreement”) which will allow for the dedication of proposed Lot 9 in lieu of the payment of developer contributions under s.7.11 of the Environmental Planning and Assessment Act 1979.</p> <p>At its meeting of 29 January 2019, Council resolved to enter into this VPA and authorised the General Manager to execute the agreement.</p>
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Report

Key Issues

- Protection of existing vegetation and E2 (Environmental Conservation) zoned land
- Bushfire prone land
- Establishment of appropriate building envelopes
- Access and servicing of allotments
- Stormwater impacts on downstream properties
- Public access from Springvale to hill top reserve
- 22 objections received
- Dedication of public reserve in lieu of developer contributions and associated Voluntary Planning Agreement

Site Location

The subject land, Lot 39 DP 1085747, is at the northern end of Genista Place, Springvale, extending over the hill to the rear of properties fronting Clifton Street, Bourkelands. It is bordered to the west by Holbrook Road and to the east by residential properties fronting Mulga Place. The lot has access handles to Genista Place, Wisteria Place and Featherwood Road.



Assessment

At its meeting of 25 February 2019, Council resolved to defer its determination *“pending further consultation with the applicant, the objectors and Council”*. This report has prepared to address the outcomes of the further consultation.

Additional consultation

The following additional consultation occurred as requested by Council.

Site inspection for Councillors

This inspection occurred on 14 March 2019. Three Councillors were in attendance. Councillors inspected options for possible pedestrian linkages through the development site and also issues surrounding the management of stormwater and existing natural stormwater/overland flow issues on the site.

Consultation with concerned residents

All 22 residents who made submissions were sent a written offer to attend individual or group meetings during the week commencing 18 March 2019, with Council's Manager City Development and Council's Development Assessment Coordinator. One resident met with Council staff and staff received telephone calls from 3 other residents. The following key issues were discussed during this consultation:

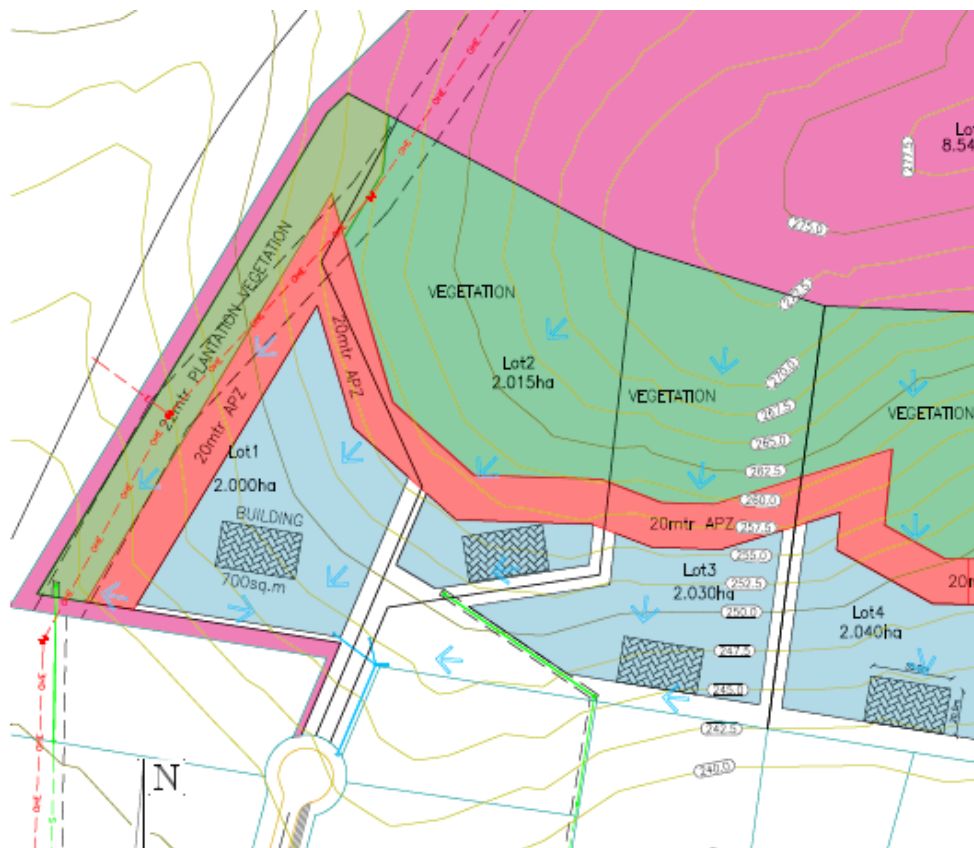
- The desire to obtain pedestrian access through the development to the hill top reserve and Wiradjuri Walking Track.
- Concerns relating to the development causing additional overland stormwater impacts on residents down stream. And also existing natural overland flow.
- Aboriginal cultural heritage concerns

Matters raised during this additional consultation are discussed below. This discussion incorporates recommended amendments to the original proposed conditions of consent where appropriate.

Pedestrian Access

Staff have discussed with the applicant options to provide a Springvale linkage through to the hill top reserve and Wiradjuri Walking Track. Investigation has confirmed that that opportunities to provide this link through the central areas of the development are problematic due to the steepness of the grade and also the practicality of extending the linkage between the proposed allotments and through to either Wisteria Place or Featherwood Drive.

The applicant has, however, offered to extend the reserve along the western boundary (Holbrook Road boundary) of the development and then through to Genista Place to provide continuity. The following diagram details how the proposed reserve (marked in pink) could be extended. A full version of this plan is provided as an attachment to this report.



Whilst the link is provided at the western edge of the development, it will follow a more acceptable grade through to the top of the hill and will also coincide with the area currently used as an informal access track/trail. The link will also provide for an informal access for Springvale residents to enter the reserve at the Holbrook Road end. The existing Casuarina Place access to the reserve will continue to remain available to residents.

Pedestrian Access Recommendation

That Council approve the amended subdivision plan (Plan No. 00017161 Rev A – Amendment 5 dated 20/3/19) incorporating the proposed amendment to the public reserve allotment (Lot 9) linking it to Genista Place.

It is recommended that the proposed conditions of consent be modified to include reference to the modified plans and a requirement to appropriately fence the reserve prior to dedicating to Council.

Stormwater drainage generated from subdivision development

Council's 'Engineering Guidelines for Subdivision and Developments' requires the developer to provide appropriate stormwater infrastructure for the development and to address potential issues surrounding stormwater flows from the development onto adjoining properties. All large lot subdivisions are variable in terms of their lot size, configuration and topography. For this reason, Council's Development Engineer will have regard to these aspects when assessing a stormwater management system for a large lot development against the requirements of the guidelines.

The following existing recommended conditions of consent require this system to be designed and approved prior to Council releasing the construction certificate for commencement of any works:

Existing recommended condition No. 2

Prior to the release of the Construction Certificate, detailed drainage design for the subdivision must be submitted to Council for approval. In addition, detailed calculations on stormwater management shall also be submitted to Council for approval. The details shall be approved by Council prior to the release of the Construction Certificate.

- Note 1: All upstream catchments that will be diverted and concentrated to typical points of discharge i.e. to Genista Place, Wisteria Place and Featherwood Drive shall be designed to accommodate flows up to the 100 year critical ARI. Overland flow calculations and cross section for diversion banks shall be shown on Construction Certificate plans.*
- Note 2: All underground drainage discharge points into the existing open swale drains along Genista Place, Wisteria Place and Featherwood Drive shall be designed to minimise erosion. Water dissipation measures shall be incorporated into the design.*
- Note 3: All stormwater drainage dedicated to Council shall be designed in accordance with Councils Engineering Guidelines for Subdivision & Development.*
- Note 4: All existing and proposed contour banks/diversion shall be shown on the Construction Certificate plan. The removal of existing banks will not be approved unless the applicant can provide Council with justifiable grounds.*

Existing recommended condition No. 5

Prior to release of construction certificate, it shall be demonstrated to Council that the road access points shall at no time impede existing water flows. Calculations shall be submitted at each access point to ensure the size of the drainage structure is adequate to handle the proposed stormwater runoff and existing conditions. Stormwater Runoff generated from the new access roads shall also be incorporated in the design.

Note: The proposed access points shall not be designed as a rural residential driveway.

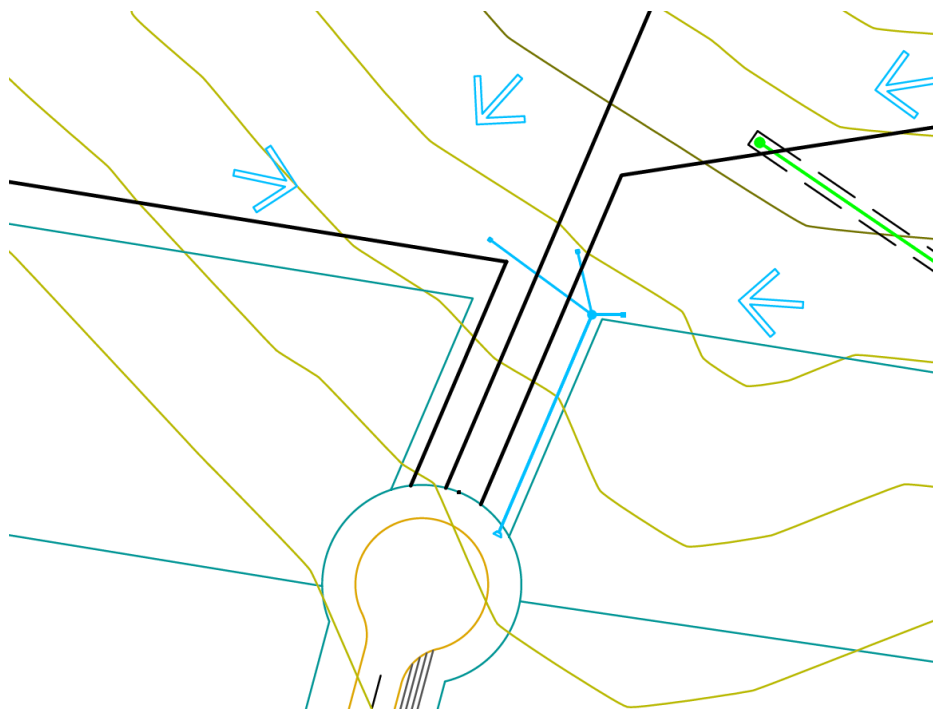
Existing recommended condition No. 8

Prior to the issue of Construction Certificate two copies of engineering plans, specifications and calculations in relation to the development together with payment of any relevant fees must be submitted to Council. The works are to comply with Council's Engineering Guidelines for Subdivision and Developments.

Whilst preliminary desktop investigation into the capacity and ability to service subdivisions with utilities and infrastructure is undertaken in the planning process preceding the lodgement of a development application, the detailed design of the utility/infrastructure provision does not occur until the construction certificate phase.

The recommended conditions of consent for a subdivision bind the developer to ensuring the standards imposed by the relevant authority are met with regard to the utility/infrastructure provision prior to issue of any construction certificate permitting the commencement of works.

Given the topography of this site and the proposed position of building envelopes upslope of adjacent development, the developer has proposed that each lot has access to a piped connection that will cater for a 1 in 10 year storm event. The developer has proposed the extension of a piped system from the adjacent road to each allotment, an example of which is shown in the diagram below (pipes with blue line) for the servicing of the 3 proposed allotments accessing Genista Place.



Stormwater collected from future dwellings and hardstand surfaces will be piped to the stormwater pit provided to the lot and then discharged to the table drain in the road via a headwall structure (shown in diagram above). This system will be required to accommodate a 1 in 10 year storm event based on catchment calculations and in accordance with Council's guidelines.

In addition to this (and as identified in the condition above), if the developer proposes to divert any existing natural flows as part of the development works, these flows will need to be directed to the road drainage infrastructure (e.g. via contours/diversion banks) and will need to accommodate overland flows up to the 1 in 100 year storm event.

It is noted that the proposed subdivision consent will not result in works which will result in increased overland flow to adjoining downhill properties. The location of dwelling envelopes will be refined through modelling and engineering design to ensure that future development of those envelopes will not result in increased overland flow to adjoining downhill properties.

The final catchment of developed stormwater from the lots will ultimately be determined at the time when future dwellings are designed and constructed on these allotments. To assist in ensuring that these developments do not exacerbate stormwater issues on adjacent properties, it is recommended that covenants be placed on the titles of each allotment requiring future landowners to ensure that:

- All developed hardstand and roofed areas be connected to the piped stormwater system for each allotment; and
- All developed hardstand and roofed areas be provided with an overland flow path directing water to the public road drainage system via the shared driveway servicing the lot for flows up to the 100 year critical ARI.

Further to this, it is also recommended that building envelopes be adjusted to ensure future dwellings (that are required to be sited within the envelope) can be drained to the piped infrastructure provided. This will also ensure that any overland flow from the developed areas that exceed the capacity of the piped system can also follow the required overland flow path to the shared driveways and the existing road drainage system. To ensure this occurs, it is recommended that proposed condition 7 (identified in the attached assessment report) be supplemented to reference the requirement for the proposed envelopes to be adjusted accordingly.

Finally, it is also recommended that the 4 notations identified in the stormwater condition (existing condition No. 4) above, be drafted as part of the condition (as opposed to notes) so as to strengthen this condition and to ensure these requirements are met by the applicant.

Stormwater from undeveloped areas of the site.

Stormwater / overland flow that is naturally generated from other parts of the proposed allotments that are not developed or are not impacted by the proposed development, will continue to follow its natural path which may currently impact on adjoining properties. As identified above, the developer is only responsible for ensuring that stormwater flows onto adjoining land do not exceed the existing undeveloped run-off rate.

For example, water generated from the higher slopes of the site that follows natural drainage paths that are not be interrupted by the developed areas of the allotments, will continue to follow these paths and discharge as per existing. A further example of this is the 'water soaks' or natural springs referred to in submissions received from concerned landowners in the area. This is naturally occurring groundwater that is discharging from the hill and is originating from water entering the system either from areas upslope or potentially from other areas beyond the site. Subject to the pathway of this water not being interrupted by the proposed developed areas, this water will continue to affect downhill property owners.

Whilst the developer may consider options to incorporate this water into their system design, they will not be required to manage this water flow. If the developer proposes to interfere with or alter these flows, they will be required to comply with the conditional requirements discussed earlier.

Stormwater Recommendations

As discussed above, it is recommended that

1. Existing recommended condition No. 35 (relating to the imposition of covenants over the proposed allotments) be amended to include the additional requirement for a covenant over each residential allotment requiring future landowners to ensure that:
 - All developed hardstand and roofed areas be connected to the piped stormwater system for each allotment; and
 - All developed hardstand and roofed areas be provided with an overland flow path directing water to the public road drainage system via the shared driveway servicing the lot for flows up to the 100 year critical ARI.
2. Existing recommended condition No. 7 (relating to the final configuration of the building envelopes on each allotment) be supplemented to require each building envelopes to be configured that :
 - stormwater collected from future dwellings and hardstand surfaces can be directed to the proposed piped stormwater system; and
 - any overland flow from the developed areas that exceed the capacity of the piped system can follow an overland flow path to the shared driveways and the existing road drainage system.
3. Existing recommended condition No. 4 (relating to the required stormwater drainage design) be amended so that the 4 notations become part of the conditional requirements (as opposed to notes).

Aboriginal Cultural Heritage

A recorded scar tree exists within one of the proposed residential allotments. As previously discussed, no approval will be granted for the removal of any trees on the site. In addition, building envelope restrictions will apply requiring appropriate setbacks to existing trees located on the allotments. Should future proposed development represent a potential impact on this scar tree appropriate actions would need to be put in place to address that issue.

Aboriginal Cultural Heritage Recommendations

To further assist in ensuring the protection of this particular tree, it is recommended that existing recommended condition No. 33 (relating to the preparation of Property Management Plans) be amended to incorporate a specific requirement for the plan to contain management practices for the ongoing protection of the tree and its surrounds. Once the Property Management Plan is finalised and approved, it is linked to a covenant over the land (see recommended condition No. 35) requiring its implementation by all future landowners.

Reasons for Approval

1. The proposed subdivision has been assessed against and is consistent with the relevant provisions of the Wagga Wagga Local Environmental Plan 2010 and the Wagga Wagga Development Control Plan 2010.
2. A Bush Fire Safety Authority under Section 100B of the Rural Fires Act has been issued by the NSW Rural Fire Service for the development.
3. Council has resolved, at its meeting of 29 January 2019, to enter into a Voluntary Planning Agreement with the developer in lieu of developer contributions being paid under s.7.11 of the Environmental Planning and Assessment Act 1979.

Financial Implications

N/A

Policy

N/A

Link to Strategic Plan

The Environment

Objective: We plan for the growth of the city

Outcome: We have sustainable urban development

Risk Management Issues for Council

Refusal of the application may result in an appeal process in the Land and Environment Court which will have to be defended by Council. The reasons for refusal will have to be justified and withstand scrutiny and cross examination in Court.

Approval is not considered to raise risk management issues for Council as the proposed development is generally consistent with the relevant provisions of the Wagga Wagga Local Environmental Plan 2010 and the Wagga Wagga Development Control Plan 2010.

Internal / External Consultation

Pursuant to this provision of Section 1.10 of the Wagga Wagga Development Control Plan 2010, notification of the application is required. Notification was conducted to properties surrounding the development between 25 October and 13 November 2017. The application was also advertised between 30 October - 13 November 2017.

The application received 22 submissions objecting to the development.

A site inspection for Councillors occurred on 14 March 2019.

Further consultation in the form of individual meetings was offered by letter dated 8 March 2019 to the 22 residents who made a submission to the application original. See discussion earlier in this report.

	Mail			Media				Community Engagement						Digital			
	Rates notices insert	Direct mail	Letterbox drop	Council news story	Council News advert	Media releases	TV/radio advertising	One-on-one meetings	Your Say website	Community meetings	Stakeholder workshops	Drop-in sessions	Surveys and feedback forms	Social media	Email newsletters	Website	Digital advertising
TIER																	
Consult		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>								<input checked="" type="checkbox"/>	

Attachments

1. [DA17/0572 - Section 4.15 Assessment Report](#) - Provided under separate cover
2. [DA17/0572 - Amended Subdivision Plan](#) - Provided under separate cover
3. [DA17/0572 - Original Superseded Subdivision Plan](#) - Provided under separate cover
4. [DA17/0572 - Redacted Submissions](#) - Provided under separate cover

RP-2 DA17/0691 - CHILDCARE CENTRE AT 24 HIGGINS AVENUE, WAGGA WAGGA, LOT 10 DP225843.

Author: Cameron Collins
General Manager: Peter Thompson

Summary: The report is for a development application and is presented to Council for determination. The application has been referred to Council under Section 1.10 of the Wagga Wagga Development Control Plan 2010 as the number of submissions received is more than 10.

Recommendation

That Council approve DA17/0691 for a child care centre at Lot 10 in DP225843, 24 Higgins Avenue, Wagga Wagga NSW 2650 subject to conditions outlined in the Section 4.15 assessment report for DA17/0691.

Development Application Details

Applicant	Carole Harmer and Lionel Harmer
Owner	Carole Harmer and Lionel Harmer
Development Cost	\$650,000
Development Description	<p>The proposed development is for a new childcare centre catering for 48 children between 0-6 years of age, split between two playrooms. Within the building there will also be an office area, lobby, nappy change rooms, a kitchen, laundry, reception, store rooms, toilets and craft rooms. To the rear (south east) of the building a covered and open outdoor play area will be developed. A small storage shed is proposed in the southern corner of the site.</p> <p>The proposed building will have a footprint of approximately 420sq.m and be set back from the road by approximately 30 metres. Parking and landscaping will be provided in the set back area, a total of 12 parking spaces will be provided on site. There will be one driveway in and out of the site, accessed from Higgins Avenue.</p> <p>The centre is proposed to operate from 6am to 6pm Monday to Friday and will employ a minimum of 6 staff members at any one time.</p>

Report

Key Issues

- Characteristic or riverine and stormwater flooding at the site.
- Suitability of proposed use on flood prone land.
- Impacts of development on amenity of surrounding residential area including potential noise impacts.
- Traffic and parking impacts.
- 17 objections received - summary of main issues raised in submissions is provided in the table below:

Submission Summary
<i>Impact on safety of users of Higgins Avenue and surrounding streets from additional traffic generated by the development.</i>
<i>Configuration of carpark is dangerous to users.</i>
<i>Inadequate on site parking provisions will result in additional parking on Higgins Avenue.</i>
<i>The proposal does not meet the requirements of Council's DCP for child care centres.</i>
<i>Noise and privacy impacts on immediately adjoining residential properties.</i>
<i>Hours of operations (6am - 6pm) is inappropriate for a residential areas.</i>
<i>Risk to the development and occupants as a result of flooding.</i>
<i>Impacts of noise, vibration and visual exposure from proximity and height of adjoining rail viaduct to rear.</i>
<i>Negative impact on surrounding property values.</i>

A full assessment of the submissions within the assessment report and a full copy of the redacted submissions are provided attachments under separate cover.

Assessment

This proposal has been assessed having regard to the Heads of Consideration under Section 4.15(1) of the Environmental Planning and Assessment Act 1979, the provisions of Wagga Wagga Local Environmental Plan 2010 and all relevant Council DCPs, Codes and Policies.

Council has engaged an independent assessment of flooding (riverine and storm water) at the site to establish the flooding characteristics at the site. The development has been assessed with regard to the finding of the assessment and it is satisfied that the potential impacts of flooding on the proposed use are manageable subject to compliance with recommended conditions of consent.

Having regard for the information contained in the attached Section 4.15 assessment report, it is satisfied that the development is consistent with objectives and controls of the relevant plans and policies applicable to the development. The assessment has also concluded that the impacts of the development are acceptable with regard to the site and surrounding land uses.

It is therefore recommended that DA17/0572 be approved subject to conditions of development consent recommended.

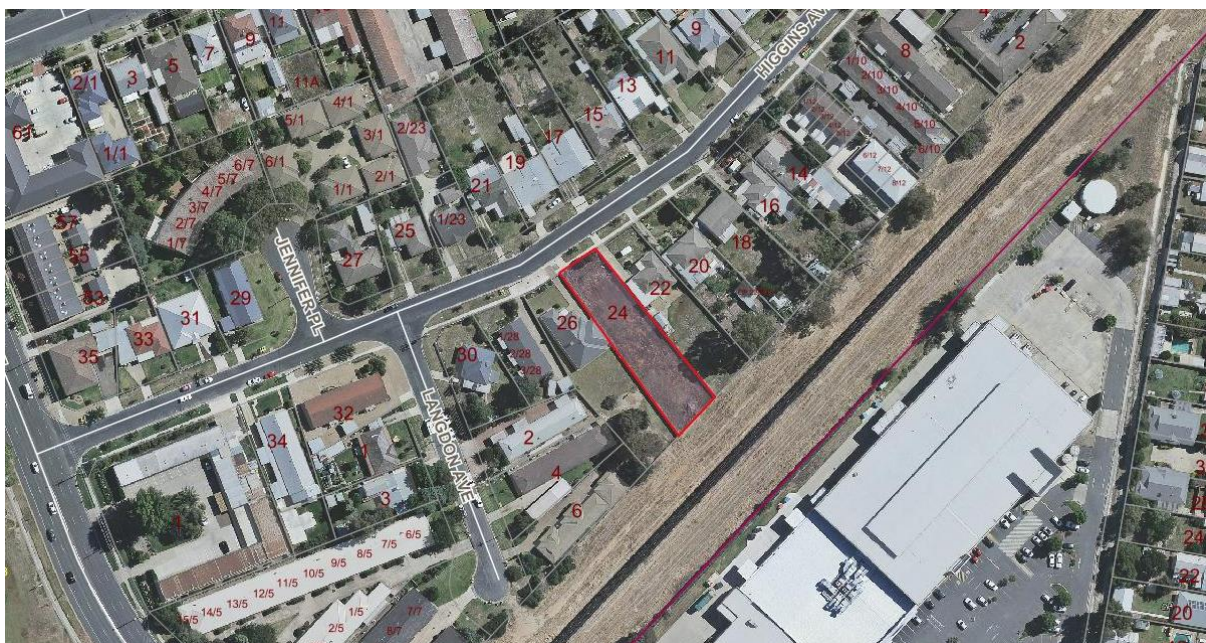
Reasons for Approval

The impacts of the development and the suitability of the site have been assessed as being acceptable. The development has also been assessed as being consistent with the relevant plans and policies applicable to the development including:

- State Environmental Planning Policy (Educational Establishments and Child Care Facilities) 2017
- NSW Child Care Planning Guideline and National Regulation
- State Environmental Planning Policy (Infrastructure) 2007
- Wagga Wagga Local Environmental Plan 2010
- Wagga Wagga Development Control Plan 2010

Site Location

The subject site is identified as 24 Higgins Avenue, Lot 10 in DP225843. The site is located on the southern side of Higgins Avenue approximately 200 metres to the east of Tarcutta Street. The site measures 1296 m² and is a long, narrow site with a frontage of 17 metres and approximate length of 75 metres. The site adjoins the railway along its south eastern boundary. The site is currently vacant.



Financial Implications

N/A

Policy

N/A

Link to Strategic Plan

The Environment

Objective: We plan for the growth of the city

Outcome: We have sustainable urban development

Risk Management Issues for Council

Refusal of the application may result in an appeal process in the Land and Environment Court which will have to be defended by Council. The reasons for refusal will have to be justified and withstand scrutiny and cross examination in Court.

Approval is not considered to raise risk management issues for Council as the proposed development is generally consistent with the relevant provisions of the Wagga Wagga Local Environmental Plan 2010 and the Wagga Wagga Development Control Plan 2010.

Internal / External Consultation

Pursuant to this provision of Section 1.10 of the Wagga Wagga Development Control Plan 2010, notification and advertising of the application was required. The application was advertised to the public and notified surrounding properties from 12 to 26 March 2018 in accordance with the provisions of the DCP. Seventeen submissions were received during the notification period.

A further notation period was provided between 12 and 22 March 2019 for those that provided submissions. No further submissions were received during this period.

	Mail			Media			Community Engagement					Digital					
	Rates notices insert	Direct mail	Letterbox drop	Council news story	Council News advert	Media releases	TV/radio advertising	One-on-one meetings	Your Say website	Community meetings	Stakeholder workshops	Drop-in sessions	Surveys and feedback forms	Social media	Email newsletters	Website	Digital advertising
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Attachments

1. [DA17/0691 - Section 4.15 Assessment Report](#) - Provided under separate cover
2. [DA17/0691 - Development Plans](#) - Provided under separate cover
3. [DA17/0691 - Flood Data Assessment](#) - Provided under separate cover
4. [DA17/0691 - Public Submissions \(Redacted\)](#) - Provided under separate cover

RP-3 EVOCITIES EXTENSION OF MOU**Director:** Natalie Te Pohe**Summary:** To review Council's participation in the Evocities program.**Recommendation**

That Council

- a "sit out" the current program for the 2019/20 Evocities campaign and investigate how we might monitor the actual benefit of the campaign to regional cities
- b authorise the General Manager to write to the Steering Committee informing them of Council's approach
- c continue the budget allocation that would have been for Evocities for targeting businesses to relocate to Wagga Wagga highlighting the opportunities for growth and expansion

Report

Council deferred this report at the 17 December 2018 meeting and requested that additional information be provided in relation to the success of the program and how the expenditure (currently \$80,000 for 2019/20) has directly produced a meaningful result. Unfortunately there is no further data available that demonstrates the direct link of Evocities campaigns and people relocating.

Evocities have recently launched a video and radio campaign in Sydney. This has significantly increased the visits to the website, which promotes opportunities for metropolitan residents to consider a move to Regional NSW. Based on the latest ratings, it is anticipated that Evocities' 40 ads will be viewed over 2.2 million times (expected audience per 30 second placement is between 51,000 and 61,000).

Evocities have recently had a \$300,000 injection from the State Government to further support the marketing campaign. The group has requested that State Government continue this support to the organisation to ensure the brand can continue to reach metropolitan markets and encourage people to consider moving to regional cities in NSW.

It is important to note that the Evocities MOU is non-binding and Wagga Wagga could remove itself from the program at the completion of any financial year.

Wagga Wagga City Council has been a partner to the Evocities program since its inception in July 2005. On 1 March 2009, a Memorandum of Understanding (MOU) between the partner Councils of Albury, Armidale, Bathurst, Dubbo, Orange, Tamworth and Wagga Wagga, was entered into to formalise the collaboration. Since this time, the MOU has been renewed in 2011, 2013, and 2015 with the current MOU due to expire on 30 June 2019.

Evocities' three core functions are promotion, advocacy and assistance.

The seven cities of Albury, Armidale, Bathurst, Dubbo, Orange, Tamworth and Wagga Wagga work together to **promote** regional city living; to **advocate** for innovative regional policy development; and to **assist** people as they make the decision to move from an overpopulated capital city where things like congestion and cost of living can make everyday a trial, to an Evocity, where the lifestyle is idyllic and there are exceptional employment opportunities.

One of the primary objectives of the campaign is to change capital city residents' perception of regional city living by dispelling misconceptions about regional cities, and promote the Evocities as vibrant and thriving cities offering fantastic employment, investment, community, and lifestyle opportunities. In order to achieve this objective, the campaign utilises a strategic mix of marketing and public relations (PR) activities that drive people to our Evocities websites where they can learn more about what our regions have to offer, and how they can escape capital city congestion and making a 'city change' their reality. While it is clear people visit the website, no data has been collected to measure whether it has any impact.

The MOU being presented (attached to this report) for Council's consideration has been prepared and supported by the Evocities Steering Committee and the NSW Inland Forum. The proposed term of the MOU is 1 July 2019 – 30 June 2023, to align with the Integrated Planning and Reporting Framework that guides Local Government operations.

Evocity Councils have collectively invested \$2.65 million in the Evocities brand to date. The program has also received funding from State (\$530,000) and Federal Governments (\$1.7 million) as well as corporate sponsors (\$395,000).

The market penetration achieved since its launch in September 2010, and level of brand awareness that exists in the Sydney marketplace, along with the other east coast capital cities is unknown.

While it is recognised that continued State and Federal Government support for Evocities would aid in achieving awareness, the connection between awareness and outcomes remains unknown. The operating model proposed by the member Councils is such that maintenance of the Evocities brand presence and core campaign elements over the term of the MOU will be possible, regardless of whether additional government funding is secured.

Given the Evocities are the targeted beneficiaries of the program outcomes, it is considered appropriate and reasonable that they provide core program funding. However, the program does directly support State government objectives.

As such, Evocities are currently drafting a funding proposal that asks the NSW Government to contribute approximately \$2 million over the next four years (approximately 90% matched funding). This funding would be utilised so that Evocities can continue to build on the momentum produced by recent campaigns; achieve substantial market penetration; and deliver significant outcomes for all the cities involved, for the surrounding regions and for Sydney. This has always been the goal. The position that Wagga Wagga currently has to consider is that Wagga Wagga has been requesting data to relate expenditure to actual benefit since 2015 and it has still not been provided.

Some key outcomes from the campaign since its launch in September 2010, to the end of September 2018, include:

- 638,988 visits to Evocities.com.au;
- Over 2.4 million visits to Evojobs.com.au;
- Over 47,500 jobs promoted;
- 8,078 responses made to potential relocators' enquires; and
- 2,922 media placements across both traditional and online media reaching a potential audience of more than 180.5 million people.

Since launching in September 2010, the Evocities have collectively welcomed 3,619 new households (as at end September 2018) who contribute to the economies of the participating regional cities, and provide other benefits including lifting median incomes, encouraging business growth, increasing tourism and growing participation in community groups.

These 3,619 households are only the relocators who have had direct contact with Council staff and confirmed they have made the move. While it is difficult for each of the Evocities to track relocators to their city, some Evocity Councils monitor and interact with the new residents, which adds value to the campaign. It is not possible however to count how many other households were inspired by an Evocities ad, found a job on Evojobs or researched their city change on Evocities.com.au (or all of the above) before making the move.

The Evocities MOU 2019/20 to 2022/23 provides guidance for the future of the campaign, detailing the program objectives including plans to:

- build on the historical investment and success of the Evocities program;
- attract people, businesses, and skilled labour to the regions; grow and develop the Evocities' collaboration;
- advocate for the Evocities to influence relevant regional, State and Federal Government plans, strategies and policies.

In order to enable effective implementation of all the Evocities objectives, it is important that each Council confirm its continued commitment to the program, including financial contributions and in-kind support of staff.

Indirectly it could be argued that the Evocities program has raised the credibility of NSW inland regional cities with a range of different stakeholders and provided the cities with a collective voice in their discussions with both levels of government.

The program has previously received strong support from the Federal Government and has the capacity to assist in the achievement of the Government's plans and strategies for regional development. The NSW State Government has also supported the Evocities and continues to work with us to identify projects that can be supported within its program guidelines. This has been reinforced by the recent success of Evocities in securing the Regional Growth – Marketing and Promotion Fund administered by the Department of Premier and Cabinet. Discussions in relation to future partnership opportunities are continuing.

However, there remains the fact that there is no specific data available providing a clear linkage between people moving to Wagga Wagga, and the Evocities campaign. Two options are put forward for Council to consider:

Option 1

That Council

- a continue its participation in the Evocities program until 30 June 2023
- b authorise the Mayor and General Manager to execute the Memorandum of understanding between the Evocities for the period 2019/20 to 2022/23
- c approve the budget variations for future financial years as detailed in the financial implications section of the report
- d repeat our request for data to be collected which records what direct benefit accrues from the expenditure.

Option 2

- d “sit out” the current program for the 2019/20 Evocities campaign and investigate how we might monitor the actual benefit of the campaign to regional cities
- e authorise the General Manager to write to the Steering Committee informing them of Council’s approach
- f continue the budget allocation that would have been for Evocities for targeting businesses to relocate to Wagga Wagga highlighting the opportunities for growth and expansion

Financial Implications

From 2015/16 when each council contributed \$60,000, the financial contributions have increased \$5,000 per annum, reaching \$75,000 in 2018/19.

The annual increase proposed in the attached MOU (\$2,000 per annum) aims to cover the cost of inflation, as well as ensure a self-sustaining model for the Evocities campaign, maintaining an aggressive advertising schedule. The below figures are GST exclusive:

Year 1 – 2019/20	\$80,000
Year 2 – 2020/21	\$82,000
Year 3 – 2021/22	\$84,000
Year 4 – 2022/23	\$86,000

At present, there is currently no funding in Council’s long term financial plan past the current 2018/19 financial year, however during the development of the draft Long Term Financial Plan, the above amounts were set aside to ensure that if Council did resolve to continue with the Evocities project, that funding was available.

If the Evocities project discontinues, then it is recommended that the budget allocation is set aside for activities focussing on targeting businesses to relocate to, or set up in Wagga Wagga through highlighting the opportunities for growth and expansion.

Policy and Legislation

N/A

Link to Strategic Plan

Growing Economy

Objective: We are a hub for activity

Outcome: We have vibrant precincts

Risk Management Issues for Council

In the event Council did not continue its participation in the Evocities campaign it is unclear that any subsequent marketing efforts to attract relocators would achieve the same return on investment. By leveraging off the collaboration and combined resources of the Evocities collective, market penetration will invariably be more successful, however there are no statistics that can support this.

Internal / External Consultation

Internal Council staff workshops and a Councillor Workshop was undertaken on 19 November 2018.

Attachments

- 1  Evocities MOU
- 2  Evocities Summary - Provided under separate cover



Memorandum of Understanding

Between the

EVOCITIES

2019/20 – 2022/23

A. Statement of Intent

The councils of the NSW inland regional cities of Albury, Armidale, Bathurst, Dubbo, Orange, Tamworth and Wagga Wagga have agreed to continue the joint marketing program and collaborative initiatives as the Evocities, in order to raise awareness of the cities and the benefits they offer in terms of living, working and investing.

B. Program Objectives

1. To build on the historical investment and success of the Evocities program by continuing to raise awareness of the Evocities via integrated marketing and PR programs as vibrant, progressive regional cities offering job prospects, affordable housing and an enviable lifestyle.
2. To allow surrounding towns and villages to leverage off the success of the program by sharing their lifestyle and employment opportunities.
3. To attract people and businesses to live, work and/or invest in one of the Evocities by:
 - i. Continuing to undertake integrated marketing and public relations programs in Sydney and other identified markets designed to present the Evocities as an alternative option to capital city living;
 - ii. Maintaining, refining and/or enhancing the Evocities websites as the main call to action for interested parties; and
 - iii. Responding to enquiries from interested parties, providing additional information and answering questions about relocating to an Evocity.
4. To attract skilled labour to the Evocities in support of business growth and development.
5. To grow and develop a collaboration based on common interest and objectives to grow city population and economic prosperity.
6. To take a collaborative approach on matters of common interest or concern and advocate for the Evocities to influence relevant regional, State and Federal Government plans, strategies and policies.
7. To counter negative perceptions of lifestyle and employment opportunities outside metropolitan Sydney and other identified markets.

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C. Term

The term of the Memorandum aligns with the Integrated Planning & Reporting Framework that guides Local Government operations. Accordingly, the term of this Memorandum is for the period 1 July 2019 – 30 June 2023.

E. Financial Commitment

Each of the cities will commit the following funds over the term of the Memorandum:

Year 1 – 2019/20	\$80,000 (GST exclusive)
Year 2 – 2020/21	\$82,000 (GST exclusive)
Year 3 – 2021/22	\$84,000 (GST exclusive)
Year 4 – 2022/23	\$86,000 (GST exclusive)

F. Roles

1. **Evocities Member Councils**
Member councils will commit to apply the resources required to ensure the Evocities Program Objectives and the Roles of the Evocities Steering Committee and Operations Group are fulfilled as set out herein the MOU.
2. **Evocities Steering Committee**
The cities will each nominate one (1) staff representative with appropriate level of authority (Director or authorised delegate) to sit on the Evocities Steering Committee as a representative of the member council. Each Committee representative will have the autonomy to make strategic, financial and staffing decisions on behalf of their council. The Committee will develop and authorise the Evocities budget and oversee budget expenditure. The Committee will oversee the development, implementation and monitoring of an Evocities Marketing and Public Relations Strategy for the period 2019/20 – 2022/23, ensuring effective delivery all Program Objectives including sound governance procedures.
3. **Evocities Steering Committee Chair**
The Evocities Steering Committee Chair will be a Mayor of one (1) of the member councils, appointed from time to time, as determined by the member councils' Mayors and General Managers or Chief Executive Officers. The Chair will be responsible for leading the Committee to achieve the Program Objectives as outlined herein the MOU and leading the Committee in collaboration on matters of common interest or concern. The Chair will advocate for and be the spokesperson of the Evocities.
4. **Evocities Secretariat Council**
The Evocities Steering Committee will consider nominations for and appoint the Evocities Secretariat Council based on one (1) vote per member council. The role of Secretariat will be held for a minimum of four (4) years, in line with this MOU.



5. **Evocities Operations Group**
The cities will each nominate one (1) staff representative (Officer level) to be part of the Evocities Operations Group. The Operations Group will undertake operational aspects associated with the Evocities program including, but not limited to, content development, data analysis, reporting, uploading local job vacancies, managing enquiries from interested parties, and organising new resident case studies. Each member council commits to apply the resources required to ensure the operational requirements are fulfilled.
6. **Evocities Project Manager**
The Evocities Secretariat Council will engage an Evocities Project Manager to oversee the delivery of the Evocities Marketing and Public Relations Strategy 2019/20 – 2022/23. The Evocities Project Manager will also coordinate activities between the Operations Group and appointed agencies.
7. **Annexure A. 'Evocities Key Duties and Responsibilities'** provides additional details about what is expected of Evocities staff. The 'Evocities Key Duties and Responsibilities' document is subject to change and will be updated throughout the term of this MOU as the program develops, with the approval of the Evocities Steering Committee.

G. Implementation

1. The Steering Committee will meet quarterly (or at other agreed times).
2. The Evocities staff will assist with the development and implementation of the marketing plans, public relations plans and budgets, for consideration and determination by the Evocities Steering Committee.
3. Key responsibilities of the Evocities Secretariat Council include:
 - i. Holding and acquitting all funds associated with the Evocities program including the financial commitments from each council;
 - ii. Preparing, letting and managing all specialist contract agreements;
 - iii. Engaging and managing staff including annual performance reviews;
 - iv. Holding all Evocity documents and associated intellectual property; and
 - v. Acting as the custodian for the Evocities brand, providing approval of its use to external parties and elevating any concerns regarding brand use to the Evocities Steering Committee.
4. AlburyCity Council will hold all the Evocity Trademarks, Wordmarks, Business Name registrations and associated intellectual property.
5. Each of the cities agree to contribute in equal shares to any liability, claim or cost incurred or suffered as a result of the Evocities program.



6. Evocities Secretariat will prepare quarterly and annual reports that detail the implementation and outcomes of the Evocities program. The Evocities Steering Committee will be responsible for sharing program updates with member councils' Mayors and General Managers or Chief Executive Officers.
7. Third party contracts to be reviewed annually in order to ensure adequate return on investment.
8. Evocities staff will work together to attract additional funding from NSW Government, Australian Government and/or other entity, to increase the impact of marketing initiatives and projects.

Signed and agreed to by the Mayors and General Managers or Chief Executive Officer of each Evocity:

.....
Cr Kevin Mack - Mayor
AlburyCity

Date: / / 2018

.....
Frank Zaknich – General Manager
AlburyCity

Date: / / 2018

.....
Cr Simon Murray - Mayor
Armidale Regional Council

Date: / / 2018

.....
Susan Law – Chief Executive Officer
Armidale Regional Council

Date: / / 2018

.....
Cr Graeme Hanger - Mayor
Bathurst Regional Council

Date: / / 2018

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David Sherley – General Manager
Bathurst Regional Council

Date: / / 2018



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Cr Ben Shields - Mayor
Dubbo Regional Council

Date: / / 2018

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Michael McMahon – Chief Executive Officer
Dubbo Regional Council

Date: / / 2018

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Cr Reg Kidd - Mayor
Orange City Council

Date: / / 2018

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Garry Styles – General Manager
Orange City Council

Date: / / 2018

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Cr Col Murray - Mayor
Tamworth Regional Council

Date: / / 2018

.....
Paul Bennett – General Manager
Tamworth Regional Council

Date: / / 2018

.....
Cr Greg Conkey - Mayor
Wagga Wagga City Council

Date: / / 2018

.....
Peter Thompson – General Manager
Wagga Wagga City Council

Date: / / 2018

Annexure A – V1 – Resolved by Evocities Steering Committee 17 October 2018



EVOCITIES KEY DUTIES AND RESPONSIBILITIES

EVOCITIES OPERATIONS GROUP

The following table outlines the key tasks and responsibilities required of each Evocities Operations Group member. The tasks take place on a regular, weekly, monthly and quarterly basis and as required for media requests or ad hoc project work.

Estimates for the length of time required on each task have been provided, however these may vary depending on the volume of work and also whether or not the staff member allocated the task is specialised (e.g. a Social Media Officer may be able to generate Facebook content more efficiently than someone who does not ordinarily work in the social media space).

The following tasks do not necessarily need to belong to one single staff member, but ideally there should be a key staff member who is responsible for the overall contribution of their city to the Operations Group functions and who acts as the key contact.

Upon calculating the approximate durations of each task detailed below, the Operations Group responsibilities total around 15 hours per week. It is recommended that this is spread over at least three days (Mon, Wed, Fri), and flexibility would be required as the time commitments vary depending on what Evocities projects are in progress, as well as meeting and training dates, for example.

Evocities Tasks	Task Frequency	Duration (approx.)
New Evocities Enquiries Check incoming enquiries in CRM Feed VIC and any other direct enquiries into CRM	Should be checked at a minimum of 3 x week, with all enquiries to be responded to immediately	Up to 1 hour each day (total 3hrs on average per week)
Evojobs Upload positions on the Evojobs.com.au platform from local paper, local employer websites etc. Edit and approve scraped jobs in Evojobs	New jobs should be loaded at least 2 x week so new vacancies are available to potential relocators seeking employment	5-7 hours per week
Reporting Update spreadsheet data regularly and share quarterly stats with Evocities Project Officer	Quarterly (reported within first week of new quarter) Ad hoc response to reporting requests	Up to 3 hours/quarter, tracking numbers as they happen (enquiries, new residents etc.) 1 hour as requested

Evocities Key Duties and Responsibilities



Evocities Tasks (cont.)	Task Frequency	Duration (approx.)
Evocities enquiry follow ups Follow up email to see if moved. Email out survey for media case studies. Compile case studies for database	Allow 1 month after contact to follow up Allow 2 -3 months after relocation for case study survey Allow 2 weeks for participants to complete	2-3 hours per month as required
Evocities Facebook Page Draft Facebook posts specific to own city, including images, that align with the Evocities Social Media Guidelines	At a minimum, one Facebook post must be drafted each week - Due Friday every week Ideally, each city should have 3-4 posts saved in Drafts to enable efficient scheduling	1 hour per week
Operations Group Requests Respond to any requests from Project Officer	Ad hoc OG Meeting Action Items Quarterly Reporting	Anywhere from 3 hours a month to 3 days a month (when activities such as photoshoots, or training occur)
Operations Group Meetings Attending quarterly meetings by teleconference or in Sydney, and catchup teleconferences Reading meeting papers, reviewing minutes, planning travel etc.	Extended meetings quarterly and short teleconferences quarterly	2 x full days per year (2 x quarterly meetings are in Sydney which can be a day trip or overnight trip depending on the city) 2 x 2hr teleconferences per year 3 hours per quarterly meeting reading meeting papers, reviewing minutes, planning travel etc. Also, 4 x ½ hr teleconferences per year
Engagement Reach out to employers looking for skilled workforce, provide New Resident Guides, introduce employers to Evojobs and offer support for loading vacancies Source from social media, referrals from Econ Dev Officers etc.	Monthly	4 hours per month
Events Organise welcome / new resident events	2 x each year	10 hours per event

Evocities Key Duties and Responsibilities



EVOCITIES STEERING COMMITTEE

The following outlines the key tasks and responsibilities required of each Evocities Steering Committee member. The tasks take place on a regular, weekly, monthly and quarterly basis and as required.

The length of time required on each task will vary depending on the time of year, and the number of plans and projects raised for the Committee's consideration.

Steering Committee Meetings

Attend quarterly meetings in Sydney

- 4 x full day meetings each year
- Can be a day trip, or an overnight trip depending on the home city and the weather

Read meeting papers

- The meetings papers include budget drafts; marketing, PR, research and other project proposals; administration updates; marketing and PR plans, etc.

Consider, comment on, and vote on all budgets, plans and project proposals, ensuring their votes align with their councils' position on relevant matters.

Share with the Committee any opportunities and information relevant to the other Evocities

Review the minutes

Progress any Action Items assigned to the Committee during the meeting

Sharing Information with own Council

Share relevant Evocities reports with their council.

Update their Mayors and GM/CEOs on Evocities' results, initiatives and plans.

Capturing Relocator Information

Advise local Evocities Operations Group staff when they meet new residents, so the new resident/s can be contacted and invited to new resident events and considered as a case study.

Advocate for the Evocities Program

When speaking to other Council staff, Councillors, community member, Politicians and any other stakeholder, share Evocities' positive messages and relevant updates, keeping the program front of mind and reminding people of the benefits of this collaboration.

Evocities Operations Group Staff Management

Manage Evocities Operations Group staff and ensure their responsibilities are being met, responding to reports and statistics provided by the Secretariat.

Evocities Key Duties and Responsibilities



EVOCITIES STEERING COMMITTEE CHAIR

The following table outlines the key tasks and responsibilities required Chair of the Evocities Steering Committee. The tasks take place on a regular, weekly, monthly and quarterly basis and as required.

The length of time required on each task will vary depending on the time of year, the number of plans and projects raised for the Committee's consideration, and the number of media and speaking engagements booked in.

Steering Committee Meetings

Chairing the quarterly meetings in Sydney.

- Preside over the meetings
- 4 x full day meetings each year
- Can be a day trip, or an overnight trip depending on the home city and the weather

Reading meeting papers

Presenting Agenda Items including an Evocities Chair Update. This update would include relevant updates on meetings with the Mayors and GMs of the member councils; communications with Government officials; policy and funding changes and opportunities, etc.

Considering, commenting on and taking the vote on budgets, plans and project proposals

Reviewing minutes

Progress any Action Items assigned to the Chair during the meeting

Capturing Relocator Information

Advise local Evocities Operations Group staff when they meet new residents, so the new resident/s can be contacted and invited to new resident events and considered as a case study.

Representing Evocities in Media Interviews

The Chair is the Evocities primary ambassador. The Chair will be asked to take part in media interviews including newspaper, TV, radio and magazines, etc. Approving press release quotes.

Presenting to the Evocities Councillors

Present to each of the Evocities' Councillors annually, updating them on the relevant projects, plans, results and forecasts.

Speaking Engagements

Represent Evocities at networking events and present at conferences and meetings, etc.

Advocate for the Evocities Program

Meet with politicians and relevant stakeholders, advocating for innovative regional policy development beneficial to all Evocities.

Keep the Evocities agenda at the front of the minds of those who set the policies and allocate funding.

Evocities Key Duties and Responsibilities



EVOCITIES COUNCILLORS

Staying Informed

Read relevant reports, newsletters and attend the Evocities Chair Annual Presentation delivered to each council.

Advocate for the Evocities Program

Be ambassadors for the Evocities program, share Evocities' positive messages and relevant updates, reinforcing the value of the program.

Capturing Relocator Information

Advise local Evocities Operations Group staff when they meet new residents, so the new resident/s can be contacted and invited to new resident events and considered as a case study.

RP-4 RIVERSIDE STAGE 2 - CONCEPT PLAN

Author: Ben Creighton
Director: Natalie Te Pohe

Summary: Council previously resolved to accept a funding offer from the NSW Government for the implementation of Stage 2 of the Riverside Precinct project.

This report proposes community and stakeholder engagement on a draft Concept Plan that has been produced in accordance with the Riverside Strategic Master Plan.

Recommendation

That Council:

- a receive the Riverside Stage 2 Concept Plan
- b undertake community and stakeholder engagement on the Riverside Stage 2 Concept Plan for 28 days from 10 April 2019 to 1 May 2019
- c receive a further report following the engagement process:
 - i addressing the feedback received in respect to the Riverside Stage 2 Concept Plan
 - ii proposing adoption of the Riverside Stage 2 Concept Plan unless there are any recommended amendments deemed to be substantial that may require further community and stakeholder engagement

Report

At the Ordinary Meeting of Council held 14 May 2018 it was resolved:

That Council:

- a accept the State Government grant offer of \$5,000,000 to implement Riverside Stage 2*
- b note that a further report will be provided to Council on the outcomes of an Investigation into the provision of a caravan park in close proximity to the central business district*
- c authorise the affixing of Council's Common Seal to all relevant documents as required*
- d approve the budget variation as detailed in the budget section of the report*

The development of the Concept Plan for Riverside Stage 2 commenced following:

- a review of the Riverside Master Plan recommendations
- the previous engagement undertaken with the community during the development of the Community Strategic Plan
- previous consultation undertaken with stakeholders and the community in the development of the Recreation Open Space and Community Strategy

The key items that have been identified for inclusion are:

Car Parking Upgrade

The car parking upgrade is inclusive of trees for shade, CCTV and lighting.

Containerised Food and Beverage Outlets

The modified containers provide flexibility to offer a variety of food and beverage opportunities and will be removable when flood waters are predicted to reach the building levels.

Event Spaces

The Precinct when completed will provide large, medium and small event spaces, which will be able to be used individually or combined for larger events. These spaces will have infrastructure enabling a wide variety of events.

Playground and Water Play

This facility when completed will include a large destination playground inclusive of water play elements that will be designed to ensure minimum impact during a flood event.

Amenities

The provision of another amenities block inclusive of an adult change facility.

Other items not shown on the Concept Plan:

- a. Council recently placed on Public Exhibition the draft Inland Water Safety Management Plan. One item identified during this process was boating access at the Wagga Beach, which would allow for emergency access as required. This item will be included in the draft Concept Plan but is outside the scope of the Riverside Stage 2 project and funding. The final management plan will be presented for adoption at the 29 April Ordinary Meeting of Council.
- b. Disabled Access to the water's edge will be provided via the use of matting and a beach wheelchair. These items will be included in the final fit out of the Riverside Stage 2.
- c. In accordance with Council's previous resolution, the site no longer has provision for onsite accommodation. Council staff have undertaken preliminary investigations into the provision of caravan parks within Wagga Wagga, which will be the subject to a future Councillor Workshop and report to Council.

Financial Implications

The total estimated project cost to implement Riverside Stage 2 is \$6,746,530. The funding model for this project is:

Proposed Funding Source	Amount
Regional Growth Environment and Tourism Fund	\$5,000,000
Proposed 2019 7.11 Contribution Plan (formally Section 94)	\$1,746,530
Total	\$6,746,530

Council's funding contribution is proposed to be funded from the new Section 7.11 development contribution plan, which has recently been exhibited for public comment and is anticipated to be adopted by mid-2019.

If there was a delay in the implementation of this plan, bridging funding in the form of an internal loan would be required until such time the contribution plan was adopted.

If in the event the new contributions plan that is adopted does not include the \$1,746,530 funding as outlined above, this amount would be required to be funded from borrowings. The provision for repayments would then be required to be included within future long-term financial plans.

Future maintenance costs of this Precinct will increase with the implementation of Riverside Stage 2. These costs will be determined by the final design and will need to be incorporated into future long-term financial plans.

Policy and Legislation

Wagga Wagga Community Strategic Plan
Recreation Open Space and Community Strategy and Implementation Plan 2040
Riverside Strategic Master Plan

Link to Strategic Plan

The Environment

Objective: Create and maintain a functional, attractive and health promoting built environment

Outcome: We improve the facilities of our places and spaces

Risk Management Issues for Council

Previous implementation cost estimates were high level only. The final implementation costs will be subject to the final scope and design that will be determined through community engagement.

The risks associated with implementing this strategy relate to process, cost, environmental, WHS and contractor performance. These risks are addressed as part of the Council's project management and contractor performance management systems.

Internal / External Consultation

Extensive community and Councillor consultation was held during the development of the Riverside Strategic Master Plan.

Councillors received an individual briefing on the Riverside Stage 2 Concept Plan during February 2019.

Further consultation will be undertaken with stakeholders and the community as outlined in the matrix below.

	Mail			Media				Community Engagement						Digital			
	Rates notices insert	Direct mail	Letterbox drop	Council news story	Council News advert	Media releases	TV/radio advertising	One-on-one meetings	Your Say website	Community meetings	Stakeholder workshops	Drop-in sessions	Surveys and feedback forms	Social media	Email newsletters	Website	Digital advertising
TIER																	
Consult		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

Attachments

1. [Riverside 2 Concept Map](#) - Provided under separate cover
2. [Riverside 2 Concept Plan](#) - Provided under separate cover

RP-5 WAGGA WAGGA LOCAL INFRASTRUCTURE CONTRIBUTIONS PLAN 2019 - 2034

Author: Belinda Maclure
Director: Natalie Te Pohe

Summary: After consideration of the outcomes of the significant stakeholder engagement process, the Wagga Wagga Local Infrastructure Contributions Plan 2019 - 2034 is presented to Council for adoption.

Recommendation

That Council:

- a notes that the stakeholder engagement process and public submissions received have been utilised to develop the draft Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034
- b adopts the draft Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034
- c notes that the document will be designed to ensure it's reflective of Wagga Wagga and surrounds, and the maps will be reformatted during this design stage
- d authorise the General Manager or their delegate to make minor amendments to the Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034 provided that where amendments need to occur that change the intent, impact on the stakeholders or result in a conflict with other strategic documents, the proposed changes are to be reported to Council and placed on public exhibition prior to being implemented
- e authorise the General Manager or their delegate to send a copy of the Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034 to the Minister as soon as practicable, in accordance with Section 7.18(4) of the *Environmental Planning and Assessment Act 1979*
- f repeal the City of Wagga Wagga Section 94 Contributions Plan 2006 – 2019 and the City of Wagga Wagga S94A Levy Contributions Plan 2006
- g notes that an advertisement will be placed in the local newspaper to advise the community that the Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034 will take effect from 1 July 2019 in accordance with Section 31 of the *Environmental Planning and Assessment Regulation 2000*
- h update Wagga Wagga City Council's Long Term Financial Plan with the Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034

Report

Section 7.11 of the *Environmental Planning and Assessment (EP&A) Act 1979*, remains a principal means of funding public infrastructure provided by local government. The legitimacy of the development contributions system has been confirmed in NSW since 1979 and while the legislation has expanded markedly the underpinning principles of nexus, reasonableness and accountability remain the basis of the system.

The Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034 was developed to replace the City of Wagga Wagga S94A Levy Contributions Plan 2006 and the City of Wagga Wagga Section 94 Contributions Plan 2006 – 2019. The combination of the Section 94 and Section 94A (now Section 7.11 and 7.12) plans into one Plan aims to make the contribution framework easier to understand for all stakeholders and easier to implement for Council.

The review of the Plan has included a far more detailed assessment of future infrastructure provision and has aligned with Council's overarching strategies such as the Wagga Wagga Integrated Transport Strategy and Implementation Plan 2040 (WWITS) and the Recreation, Open Space and Community Strategy and Implementation Plan 2040 (ROSC).

On 26 November 2018 Council resolved:

That Council:

- a endorse placing the draft Wagga Wagga Local Infrastructure Contributions Plan 2018, including the Appendices on public exhibition for a period of 92 days from 1 December 2018 until 2 March 2019, and invite public submissions until 16 March 2019 on the draft Plan*
- b receive a further report following the exhibition and submission period*
 - i addressing any submission made in respect of the draft Wagga Wagga Local Infrastructure Contributions Plan 2018*

During the public exhibition period a total of six submissions were received. Two submissions were received from community members and three from Council officers. The following table summarises these submissions.

Submission	Feedback Received	Response	Action
Community	Details problems with The Rock Collingullie Road	The issues raised were out of scope for the Plan but have been referred to the appropriate Manager	No change to Plan recommended
Community	<ol style="list-style-type: none"> 1. Improve lighting at intersection of Old Narrandera Road and Pine Gully Road 2. Emergency services parking in Johnston Street needs to be changed 3. Facebook communication needs to be improved. Responses to comments need to be quicker. 	<ol style="list-style-type: none"> 1. This is included in the draft Plan as Project TT2 item 2 2. Referred to appropriate Manager 3. Referred to appropriate Manager 	No change to Plan recommended
Council Officers	Funding from contributions for ROS 9 should be \$1,746,530 rather than \$1,686,633	The funding deed confirms the amount contributed to the project by Council (via section 7.11 contributions) is \$1,746,530.	Figure changed in Plan
Council Officers	Change the date of the Plan from 2018 to 2019 to 2034	Date change reflects when the Plan will be implemented	Changes made to Plan

Council Officers	Intersection treatment required at Boorooma Street and Bradman Drive	This project is carried over from the current Section 94 Plan	No change to Plan recommended
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A joint submission in relation to the draft Plan was received from an industry stakeholder group comprising of nine organisations on 18 March 2019, being two days after submissions had closed. A summary of the issues raised in the submission received forms Attachment 3 to this report. The critical issues of the submission are summarised in the table below with a response from Council officers.

Feedback Received	Response
The difference in the rate for Forrest Hill and Estella is not conducive to a level playing field	The difference in the rates reflects the difference in projects identified for each area. The Forrest Hill rate includes Bakers Lane, an additional park and the shared paths and footpaths above the Wagga Wagga wide projects. The northern growth area contributes to Farrer Road, Boorooma Street, Pine Gully Road corridor, Amundsen Street bridge shared paths and footpaths and a number of recreational spaces.
Fix the rate for all developments to \$13,955.82 per lot anywhere in Wagga Wagga	The concept of one rate for the whole of the local government area can't be applied to a Section 7.11 rate due to the need to justify the nexus between each development and project.
Appendix A has population at 11,868. Catchments as explained in Appendix C says population is $4,648 * 2.6 = 12,084$. Table C3 of Appendix C indicates a population growth of 67,673 increasing to 79,741 a population increase of 12,068.	The population increase and the increase in the number of dwellings both illustrate the predicted growth of the city but are slightly different in their makeup and therefore should only be compared at a high level.
TT1 Glenfield Road - Industry suggest 2,600 population increase in Lloyd therefore shouldn't have to pay 40% of the project cost.	The level of service of this road is currently satisfactory but the traffic model data shows it will need to be upgraded in the future to cater for the growing city. The development of the Lloyd area is a significant driver for the need to upgrade the Glenfield Road corridor. However, it is considered fair that the load is also carried by the new population expected to come into the city, so 40% is allocated to other Wagga Wagga. It should be noted that 20% (\$3,498,730) of the cost of this project is being funded by carrying over money from the current Section 94 Plan to the draft Contributions Plan. The rate in the draft Plan has been revised by the Executive and Councillors via a series of workshops and individual review meetings.
TT3 Red Hill road upgrade is apportioned at 45%, but should be 15% to reflect the increase in population growth.	Red Hill Road is the only east-west link road included in the Plan. The level of service on this road is currently satisfactory and the increased population is the trigger for the upgrade required. Therefore this apportionment is reasonable. It should be noted that \$2,138,520 (or 55%) is being transferred from the current Section 94 Plan to the new Contributions Plan project. The apportionment in the draft Plan has been revised by the Executive and Councillors via a series of workshops and individual review meetings.
Maps do not show the works area properly and there are maps that list an item on the top of the page	Maps are being reviewed. Maps will be reformatted during the design of the document. To ensure the data

which are not included in the maps. Maps are incorrect and Council should consider an overall map.	is useful during the implementation phase of the Plan, projects will be mapped on Council's mapping system.
Shared paths and footpaths in Boorooma/Estella/Gobbagombalin and footpaths in Bourkelands and Lloyd are conditioned to be built by developers and not required	These footpaths are in addition to those required to be constructed by developers. These are to connect the neighbourhoods within the development areas and improve the linkages to the wider network.
Estella Rise Park (ROS4) – This area has already been constructed therefore needs to be reviewed. Estimated cost to complete is \$150,000 not \$500,000.	It is acknowledged that some infrastructure is already in this open space. The works identified in this project have not been constructed and the budget reflects the remaining infrastructure to be constructed in the open space. The budget is considered accurate.
ROS2 North Gobbagombalin Park – no longer required at this location	This park was identified in the Recreation, Open Space and Community Strategy (reference is BEG8). This is still required and Council is planning to deliver the required infrastructure at a revised nearby location which better services the overall precinct. The result is project LA2 of the Contributions Plan is not required therefore removed from the Contributions Plan. This results in a decrease to the Estella/Boorooma/Gobbagombalin contribution rate from the \$18,638 in the exhibited Plan to \$18,573, a reduction of \$65.
There were a number of comments relating to recoupment items being completed and therefore should not be included in the Plan. Also included recoupment items are from cost overruns in the previous Plan and should be taken out of GPR. The total cost listed for recoupment items are budget figures and not actual costings. We request Council provide actual cost figures on various projects.	All recoupment items have been constructed and service the new populations. Recoupment items are all based on actual costs.
The Long Term Financial Plan 2018/2028 contains a number of projects. These should be included in the Plan.	These projects will be implemented under the current Plan and are budgeted accordingly.
Prioritisation should be given to Pine Gully road (TT2) and Farrer road (TT4) as the highest priority projects.	Both Pine Gully and Farrer roads are listed as high priorities in the draft Plan.
Developers in, or represented by the stakeholder group, have contributed more than \$20 million in the past 12 years to the existing Section 94 Plan. The use of the funds has not been made readily available and developers are unaware of where and how these contributions have been used. It is recommended that a section 7.11 balance sheet is added to the	Council is required to include a summary of the movements in each reserve in Note 23 of the Wagga Wagga City Council General Purpose Financial Statements, which are audited every year. It is proposed to provide industry stakeholders with a more detailed report each year in November once the Statements have been audited and adopted by Council.

annual financial statements to improve transparency.	
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After consideration of all submissions, the revised Local Infrastructure Contributions Plan 2019 - 2034 (Attachment 1 to this report):

- identifies the land to which the developer contributions apply
- identifies the type of development to which the developer contributions apply
- lists the development exempt from contributions
- details the local infrastructure to be partly funded by contributions from developers under the Plan
- clearly outlines the contribution rates for the four identified catchments (development areas) across the Wagga Wagga Local Government Area
- explains how and when contributions will be imposed
- how contributions will be calculated, and
- how contributions will be required to be settled.

The supporting appendices detail (Attachment 2 to this report):

- infrastructure schedules and location maps
- descriptions of the infrastructure projects
- relationships between expected development and demand for infrastructure
- summaries of key infrastructure studies
- infrastructure cost apportionment details, and
- a sample cost summary report required under Section 7.12.

The *EP&A Act 1979* and associated Regulations prescribe the process for adoption and notification of approved contributions plans. In accordance with these provisions, it is recommended that Council adopt the draft plans and undertake the required processes thereafter accordingly.

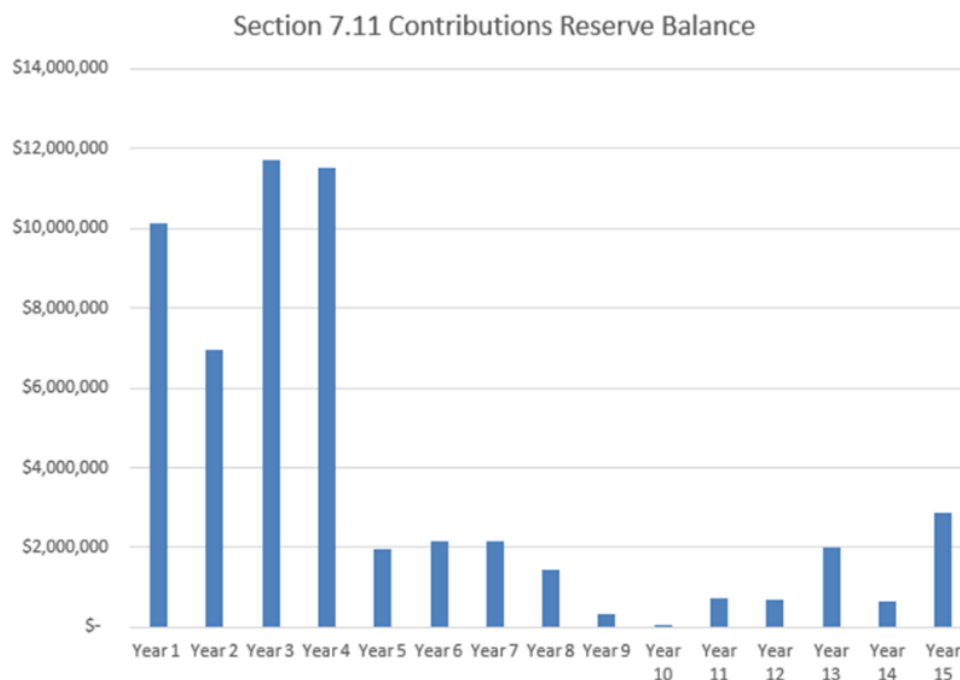
Financial Implications

The Local Infrastructure Contributions Plan 2019 – 2034 is based on a forecasted increase of 4,648 residential blocks and a population rise of 11,868 people. The implementation period of the draft Plan is 15 years.

Approximately \$19 million will be carried over from the existing City of Wagga Wagga Section 94 Plan 2006-2019 to assist funding the infrastructure projects detailed in the Local Infrastructure Contributions Plan 2019 - 2034. The forecasted developer contributions income to be received over the next 15 years under the Contributions Plan is approximately \$69 million. To support the growth of the city, the delivery of 87% of the projects identified in the Local Infrastructure Contributions Plan are scheduled for the first 8 years of the draft Plan.

It is critical over the life of the proposed Local Infrastructure Contributions Plan that lot forecasts and revenue received are regularly monitored. If forecast contributions are lower or received slower than forecasted, the project delivery schedule will need to be adjusted (i.e. projects would need to be delayed to reflect actual development growth). This may also affect the need to borrow funds (listed as items B1 and B2 of the Plan) to allow for the delivery of these projects.

The end of year balance of the Section 7.11 Contributions Reserve is forecast to remain in a positive position throughout the 15 year life of the Contributions Plan using the funding model included in the Plan. This is shown on the below graph.



The local infrastructure projects included in the Local Infrastructure Contributions Plan, are listed in Appendix A to the Plan and are attached to this report.

Proposed Contribution Rates

The proposed contributions rates detailed in the Contributions Plan are outlined below:

Draft Plan Catchment	Draft Plan Contribution Rate	Current Plan Catchment	Current Plan Contributions Rate Indexed June 2018	Percentage Change
Other Wagga Wagga	\$10,012		\$7,964	26%
Estella / Boorooma / Gobbagombalin	\$18,573	Estella	\$16,478	13%
		Estella West	\$19,339	-4%
		Boorooma	\$16,500	13%
Forest Hill - East Wagga Wagga	\$10,737		\$12,429	-14%
Lloyd	\$18,045		\$15,026	20%

The rates increases for most areas reflect the considerable expenditure on local infrastructure, particularly to support the high growth northern (Estella/Boorooma/Gobbagombalin) and southern (Lloyd) areas.

The rate increase for catchment area *Other Wagga Wagga*, which includes the Wagga CBD, is mainly attributable to the fact that the existing *City Wide* contribution rate is relatively low in the current Section 94 Plan.

In summary, the Local Infrastructure Contributions Plans will provide upgrades to key roads, parks and recreational facilities that will be impacted significantly by the expected growth of the city.

It is important to note that the Local Infrastructure Contributions Plan will be reviewed regularly (at least every 4 years in line with the Integrated Planning and Reporting (IPR) Framework). To ensure the Plan remains relevant it will also be updated in between the IPR cycle if required - as an example, this could be as a result of land rezoning or in response to the development of Council infrastructure plans, such as the Cultural Plan which will identify facilities needing to be upgraded and is currently being developed.

It is also important to note that a Reconciliation Schedule will be developed after the Long Term Financial Plan has been amended, that will demonstrate the difference in the Contributions Plan and the Long Term Financial Plan. The difference being that the project costs within the Contributions Plan are in current day dollars (it is the developer contributions that are indexed), whereas the Long Term Financial Plan needs to ensure that the budget accurately reflects what is required in the future years, with the budgets therefore being indexed accordingly.

Policy and Legislation

Environmental Planning and Assessment Act 1979, Section 7.11, 7.12 and 7.18
Environmental Planning and Assessment Regulation 2000, Part 4, Division 4, Clause 32

Environmental Planning and Assessment Regulation 2000, Part 4, Division 3, Clause 31

City of Wagga Wagga Section 94 Contributions Plan 2006 – 2019

City of Wagga Wagga S94A Levy Contributions Plan 2006

While not policy, it should be noted that when adopted, the new contribution plan would be legally binding, meaning that a breach of the contributions plans would constitute a breach of the *Environmental Planning and Assessment Act 1979*.

Link to Strategic Plan

The Environment

Objective: We plan for the growth of the city

Outcome: We have sustainable urban development

Risk Management Issues for Council

If the Local Infrastructure Contributions Plan is not adopted, Council faces an extreme risk of the reduction in developer contributions received (and therefore income) over the next 15 years as the existing Plans are coming to the end of their implementation period.

The projects listed in the Local Infrastructure Contributions Plan will not be delivered in the required timeframe if developer contributions are not collected and allocated to local infrastructure projects.

Looking forward, if Council doesn't continue to review and update contributions plans regularly there is a high risk that identified infrastructure projects will cost more than budgeted for in the plans.

There is a medium risk that development will slow and effect the contributions received and the requirement to deliver infrastructure to support the growth of the city. If this is the case it may impact on the need for Council to borrow money to facilitate the delivery of identified projects required in the medium term. This risk will be monitored and mitigated through an annual review of contributions income received, projects delivered and actual annual expenditure from the Reserve.

Internal / External Consultation

Relevant Council staff from across the organisation have been involved in the review of the Local Infrastructure Contributions Plan. A project team was established in March 2018 to develop the infrastructure project schedule and support the development of the Plan. This team has met regularly over the past year and has been integral to the development of the Local Infrastructure Contributions Plan. This team has representatives from Finance, Technical and Strategy and City Strategy.

During 2018, the Executive regularly reviewed the draft project schedules, draft contribution rates and resulting cash flow models for the Contributions Reserve during the development of the Contributions Plan 2019 -2034. Two Councillor Workshops and two rounds of individual Councillor Sessions took place in 2018 to review the project schedules and contribution rates and the resulting draft Contributions Plan. Industry stakeholders were also consulted during August and September 2018 and the outcomes of this process informed the development of the draft Contributions Plan presented to Council on 26 November 2018.

The draft Local Infrastructure Contributions Plan was on Council's website for the duration of the public exhibition from 1 December 2018 until 16 March 2019.

During the public exhibition period, workshops were conducted with industry representatives in December 2018 and February 2019 to review the draft Local Infrastructure Contributions Plan. All industry stakeholders were invited by email to review the draft Plan and provide feedback. An invitation was extended to the industry to meet with Council staff individually and discuss the draft Plan.

On 22 February 2019, Council News included a story about the draft Local Infrastructure Contributions Plan and invited community members to make a submission. During the last two weeks of the public exhibition period Facebook was used to promote the draft Plan, encourage people to make a submission and invite people to either attend a community drop in session or call for an individual meeting if they could not make the drop in session times. Three sessions were conducted, one from 8am in the morning, one over the lunchtime period and another in the evening from 5pm.

The following table notes the consultation undertaken during the development of the Local Infrastructure Contributions Plan.

	Mail			Media				Community Engagement						Digital			
	Rates notices insert	Direct mail	Letterbox drop	Council news story	Council News advert	Media releases	TV/radio advertising	One-on-one meetings	Your Say website	Community meetings	Stakeholder workshops	Drop-in sessions	Surveys and feedback forms	Social media	Email newsletters	Website	Digital advertising
TIER																	
Consult				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>	
Involve		<input checked="" type="checkbox"/>						<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
Collaborate																	

A Councillor Workshop was conducted on 1 April 2019 to review the submissions received in relation to the draft Local Infrastructure Contributions Plan 2019 – 2034 which included the changes to the draft Plan presented to Council on 26 November 2018.

Attachments

1. [DRAFT Local Infrastructure Contributions Plan Summary of Public Submissions March 2019](#)
2. [DRAFT Wagga Wagga Local Infrastructure Contributions Plan 2019-2034 – Appendices – Provided under separate Cover](#)
3. [DRAFT Wagga Wagga Local Infrastructure Contributions Plan 2019-2034.pdf – Provided under separate cover](#)

Sub #	Submitter	Details of the Submission	Comments	Action
1	Internal	1 Should replacement dwellings and additions and alterations of existing dwellings be exempt?	Replacement dwellings, additions and alterations will be charged under the Section 7.12 levy if the cost is over the threshold of \$100,000.	No change recommended
		2 Does the cap include CPI?	The cap is \$20,000 irrespective of CPI	No change recommended
2	Internal	Intersection Treatment of Boorooma Street and Bradman Drive project to be included	This project is carried over from the current Section 94 Plan.	No change recommended
3	Community member	Details problems with The Rock Collingullie Road	This submission is out of scope of the Contributions Plan and has been referred to the Manager Technical and Strategy for a response	No change recommended
4	Internal	ROS9 - Riverside amount funded by the Section 7.11 should be \$1,746,530 not \$1,686,633	Noted	Change the Plan. But not the contributions rate as the impact is immaterial.
5	Community member	1 Lighting on pine gully road and old Narrandera road needs upgrading	The upgrade of the lighting at the Pine Gully Road Old Narrandera Road is included in the Pine Gully Road Corridor project (item TT2(2))	No change recommended
		2 Emergency services parking in Johnston Street needs to be changed	This submission is out of scope of the Contributions Plan and has been referred to the Manager Technical and Strategy for a response	No change recommended
		3 Facebook communication needs to be improved. Responses to comments need to be quicker.	This submission is out of scope of the Contributions Plan and has been referred to the Manager Marketing and Communications for a response	No Change recommended
6	Internal	Suggest a change to the date of the Plan from 2018 to 2018/19 to 2032/33	To be very clear about when the projects in the Plan are to be implemented and the contributions will be applied.	Change to 2019 - 2034
7	Industry	1 Suggest rate difference between Forrest Hill and Estella is not conducive to a level playing field in relation to development costs and competition. Industry propose a flat rate of \$13,955.82 for every lot in Wagga Wagga.	The difference in the rates reflects the difference in projects identified for each area. The Forrest Hill rate includes Bakers Lane, an additional park and the shared paths and footpaths above the Wagga Wagga wide projects. In contrast the northern growth area contributes to Farrer Road, Boorooma Street, Pine Gully Road corridor, Amundsen Street bridge shared paths and footpaths and a number of recreational spaces. The concept of one rate for the whole of the local government area can't be applied to a Section 7.11 rate due to the need to justify the nexus between each development and project.	No change recommended
		2 Appendix A has population at 11,868. Catchments as explained in Appendix C says population is 4,648 * 2.6 = 12,084. Table C3 of Appendix C indicates a population growth of 67,673 increasing to 79,741 a population increase of 12,068.	The population increase and the increase in the number of dwellings both illustrate the predicted growth of the city but are slightly different in their makeup and therefore should only be compared at a high level.	No change recommended

3	TT1 Glenfield Road - The funds to be collected under this plan listed in Appendix E is \$9,752,857. The cost apportioned to residential development in Appendix A is \$13,992,858 (2 * \$6,996,429). Industry recommends the amount should be \$9,752,857.	Noted, Appendix E should read \$13,992,858	Change figure in Appendix E
4	ROS7 Street Canopies - the cost listed in Appendix E of \$920,000 under this plan is the cost of the project. Appendix A lists \$750,000	Noted, Appendix E should read \$750,000	Change figure in Appendix E
5	TT1 Glenfield Road - Industry suggest 2,600 population increase in Lloyd shouldn't have to pay 40% of the project cost	The level of service of this road is currently satisfactory but the traffic model data shows it will need to be upgraded in the future to cater for the growing city. The development of the Lloyd area is a significant driver for the need to upgrade the Glenfield Road corridor. However, it is considered fair that the load is also carried by the new population expected to come into the city, so 40% is allocated to other Wagga Wagga. It should be noted that 20% (\$3,498,730) of the cost of this project is being funded by carrying over money from the current Section 94 Plan to the draft Contributions Plan. The rate in the draft Plan has been revised by the Executive and Councillors via a series of workshops and individual review meetings.	No change recommended
6	TT3 Red Hill road upgrade is apportioned at 45% should be 15% to reflect the increase in population growth	Red Hill Road is the only east-west link road included in the Plan. The level of service on this road is currently satisfactory and the increased population is the trigger for the upgrade required. Therefore this apportionment is considered reasonable. It should be noted that \$2,138,520 (or 55%) is being transferred from the current Section 94 Plan to the new Contributions Plan project. The apportionment in the draft Plan has been revised by the Executive and Councillors via a series of workshops and individual review meetings.	No change recommended
7	TT9 Shared paths Boorooma, Estella and Gobbagombalin - should be deleted as they have been constructed and paid for by developers as part of an existing Development Consent	These shared paths are in addition to those required to be constructed by developers. These are to connect the neighbourhoods within the development areas and improve the linkages to the wider network.	No change recommended
8	TT17 Footpaths Estella, Boorooma and Gobbagombalin - should be deleted as they have been constructed and paid for by developers as part of an existing Development Consent	These footpaths are in addition to those required to be constructed by developers. These are to connect the neighbourhoods within the development areas and improve the linkages to the wider network.	No change recommended

9	TT18 Footpaths Bourkelands and Lloyd - should be deleted as they have been constructed and paid for by developers as part of an existing Development Consent	These footpaths are in addition to those required to be constructed by developers. These are to connect the neighborhoods within the development areas and improve the linkages to the wider network.	No change recommended
10	ROS2 and LA2 - North Gobbagombalin Park - no longer required and should be deleted	This park was identified in the Recreation, Open Space and Community Strategy (reference is BEG8). This is still required and Council is planning to deliver the required infrastructure at a revised nearby location which better services the overall precinct. The result is project LA2 of the Contributions Plan is not required therefore removed from the Contributions Plan. This results in a decrease to the Estella/Boorooma/Gobbagombalin contribution rate from the \$18,638 in the exhibited Plan to \$18,573, a reduction of \$65.	Remove project LA2 from Plan Change Estella/Boorooma/Gobbagombalin contribution rate from the \$18,638 in the exhibited Plan to \$18,573, a reduction of \$65
11	ROS4 Estella Rise Embellishment this is already constructed needs to be reviewed. Estimated cost to complete is \$150,000 not \$500,000.	The budget for this project reflects the infrastructure to be constructed in the open space. The budget is considered accurate.	No change recommended
12	ROS7 Street Canopies - should be 15% to reflect the population increase not 100% funded by developer contributions. This project should be part of the Active Travel project and included in the costs of TT26. Should not be 100% as there is retrofitting required to existing and does not have a clear nexus.	This project will see additional trees planted in the city to improve the tree canopies on shared paths and footpaths. These trees are in addition to those already budgeted and planned for Council and those developers are required to plant as part of any Development Consent. It is recommended this money is accounted for separately from the Active Travel project as it is a different project (the trees will be planted on other pedestrian or shared path routes). The separation increases the transparency and accountability of the Contributions Reserve, a principle Council is committed to.	No change recommended
13	ROSR1, ROSR2, ROSR3, ROSR4 Lineal Park and Explorer Park land acquisition and embellishment - these items have been completed and should not be included in the Plan	These items are recoupment items and were constructed to cater for the northern growth area. Therefore it is appropriate the incoming population contribute towards the cost of these open spaces.	No change recommended
14	LA1 - Estella Park 7.7 hec - this is already in Council ownership	Council's system shows this land is not owned by Council	No change recommended
15	LA3 Gobbagombalin 2 local parks are already in Council ownership	Council's systems show recreation land is not owned by Council. Am admit tis required to Map 21.	Map 21 changed to reflect correct location of parks
16	Appendices are generally well set out and logical. Population figure in Table C3 needs to be 79,741 not 79,541	Noted	No change recommended
17	Maps do not show the works area properly and there are maps that list an item on the top of the page which are not included in the maps. Maps are incorrect and Council should consider an overall map.	Noted. Maps will be an electronic map when designed.	Maps reviewed and edits made
18	Recoupment items seem to be based on budget rather than actual amounts. Actual amounts need to be included in the data.	All recoupment item contributions have been based on actual costs	No change recommended

19	PS1 to PS6 - Stakeholders believes there are numerous revenue streams for this and apportionment is too high	Improving the strategic direction for the city is important and for this to occur secure funding is vital. The use of contribution funding will ensure these strategic documents are developed to support further growth of the city and can be used (as the ROSC has been) to apply for State and Federal funding. These documents are integrated with development of the city and should be included in the contribution rates.	No change recommended
20	ROS6 - Rugby league oval - benefits the whole community and costs should be apportioned accordingly	The current usage rate of the facility is considered to be satisfactory. This is apportioned across the city to other Wagga Wagga. The new population is the trigger for the need of a new facility. The football clubs are doing a lot of in kind work to support this project.	No change recommended
21	AD1 and AD2 - should be internally funded	Section 7.36 of the Environmental Planning and Assessment Act 1979 states that the development fund (or contributions reserve as we call it at Council) may be applied to administration costs. This is reasonable.	No change recommended
22	TTR3 - project funded to 112.69%, needs to be reviewed	The project costs as implemented under the current plan was \$642,267. The amount to be funded under the Contributions Plan is \$642,267 less the \$398,524 already collected from developers in the form of contributions, which is \$243,743.	No change recommended
23	TT2 - Pine Gully Road - cost of roundabouts appear high. Need more details.	These costs have been developed by a quantity surveyor and are endorsed by Council staff	No change recommended
24	TT3 - Red Hill Road - all 4 roundabouts have been constructed to 4 lanes - please provide details as to which roundabouts require alterations	Plumpton road and Lake Albert road roundabouts require alteration as they are not fully compliant to 2 lane travel along Red Hill road. The project needs to include these roundabouts.	No change recommended
25	TT28 - no details are provided. Cannot assess the costs	Noted a better project description needs to be added to Appendix B	Update project description in Appendix B
26	ROS1 local park west of rainbow drive - cost of embellishment appears high	This project is identified in the Recreation, Open Space and Community Strategy (reference is BEG7). The cost estimate is consistent with the ROSC Strategy.	Change link in Appendix A to ROSCBEG7 for this project
27	ROS5 - 3 local parks in Lloyd - \$2 million for 3 local parks appears high, need more details to justify costs	This project is identified in the Recreation, Open Space and Community Strategy (reference is BLS6). The cost estimate is consistent with the ROSC Strategy.	No change recommended
28	ROS15 - costs very high for the works outlined in the Bolton Park Masterplan, need details on project specifics	The draft master plan has this project costing \$65 million. Project details are included in the master plan. \$6 million is 9% of the total project cost.	No change recommended

29	TTR1 - TTR2 Glenfield road and Dalman parkway roundabout and Boorooma street and Avocet drive roundabout - recoupment of costs overruns previous plan, these should be taken from GPR	These roundabouts have been constructed to cater for the additional population growth and therefore it is reasonable they are included as recoupment items.	No change recommended
30	Section 94 A - require more details what this pertains to	Annual debt serving of \$500,000 for the Bomen enabling roads project for 15 years. (This was provided to the developers in their first submission). The village projects listed in the Section 7.12 Plan are all in the Recreation, Open Space and Community Strategy.	No change recommended
31	Developers in, or represented by the stakeholder group, have contributed more than \$20 million in the past 12 years to the existing Section 94 Plan. The use of the funds has not been made readily available and developers are unaware of where and how these contributions have been used. It is recommended that a section 7.11 balance sheet is added to the annual financial statements to improve transparency.	Council is required to include a summary of the movements in each reserve in Note 23 of the Wagga Wagga City Council General Purpose Financial Statements which are audited every year. It is proposed to provide industry stakeholders with a more detailed report each year in November once the Statements have been audited and adopted by Council.	Implement reporting process
32	TT5 and 6 - Bakers Lane and Amundsen bridge - these projects were fully funded under the old plan and therefore should not be included	The total project cost for Bakers Lane is \$425,000, \$320,743 is being transferred from the current plan (i.e. from the contributions already collected from developers) the remainder of \$104,257 will be collected under the new draft Plan and is being charged to the Forrest Hill catchment. In relation to TT6 Amundsen Bridge, the scope of this project has changed considerably since the current section 94 Plan (developed in 2010) was approved. The current Plan states the cost of the Amundsen Bridge is \$281,510. The budget for the project now in 2018 is \$1,123,159 and \$87,630 has been collected from developers under the current Section 94 Plan. The remaining \$1,035,529 will be charged to developers under the new draft Plan 2018.	No change recommended
33	TT1 Glenfield road - if Glenfield road as taken on by RMS, would these funds be transferred to Bourke Street?	This would be reviewed as part of the process if transfer was to occur. This may trigger a review of the entire Plan.	No change recommended
34	TT7 Gregadoo road - road improvements should be extended to Angela Road to allow for the current planning proposal	Angela street is included item 4 of this project for intersection treatment. At this stage, duplication is not planned other than for the section between Plunket and Plumpton.	No change recommended
35	TT28 - does CSU contribute to these works	This upgrade will be funded by Council via development contributions.	No change recommended

		36	ROS14 (Community meeting space at Jubilee Oval)- should be amalgamated with ROS10 (Athletics park upgrade at Jubilee Oval) to provide a better facility for the community	These projects are 2 separate projects and are reported as such to improve transparency of the draft Plan. Council may consider delivering them at the same time if there are efficiencies to be gained from doing so.	No change recommended
		37	Prioritisation should be given to Pine Gully road (TT2) and Farrer road (TT4) as the highest priority projects	Both Pine Gully and Farrer road are listed as high priorities in the draft Plan	No change recommended
		38	Long Term Financial Plan (LTFP) lists Lineal Park Boorooma and Mt Austin neighbourhood park and these are not included in the Plan	In relation to the Mt Austin park, this park is in the LTFP 2018/2028 Appendix 8a, item 8. It is funded by the current Section 94A Plan. Lineal Park is noted as being funded by Section 94 in 2018/19 in the LTFP 2018/28. This has been taken into account in the cash flow analysis undertaken for the reserve.	No change recommended
		39	LTFP 2018/2028 lists Koorringal Road traffic flows, Red Hill road and Hudson Drive intersection improvements and Bourkelands drive intersection upgrade which are not included in the Section 7.11 Plan	These projects will be delivered under the current plan as per the LTFP 2018/2028	No change recommended

RP-6 REROC MEMBERSHIP

General Manager: Peter Thompson

Summary: Wagga Wagga City Council is currently a full member of the Riverina Eastern Regional Organisation of Councils (REROC). Council is also an associate member of the Canberra Region Joint Organisation (CRJO). The REROC provides various operational forms of support to member Councils, however few of these provide any value to Council. This report reviews the benefit to Council accruing from its membership of REROC.

Recommendation

That Council:

- a discontinue its membership with the Riverina Eastern Regional Organisation of Councils (REROC) at the end of the 2018/19 Financial Year
- b provide written notice to REROC of this decision and thank them for their support over a long period of time
- c delegate authority to the Mayor and General Manager to negotiate an exit from REROC
- d approve the budget variation/s as detailed in the Financial Implications section of the report

Report

Background

The Riverina Eastern Regional Organisation of Councils (REROC) is a voluntary association of nine General Purpose Councils and two Water County Councils located in the eastern Riverina region of NSW.

REROC was formed over 20 years ago after a number of Councils operating in the region identified a need to work more closely together. The current members of REROC are the councils of: Bland, Coolamon, Cootamundra-Gundagai, Greater Hume, Junee, Lockhart, Temora, Goldenfields Water and Riverina Water. Snowy Valleys has recently advised REROC that it will be leaving REROC at the end of this financial year.

Wagga Wagga City Council is still a member of REROC, but is not a member of the recently proclaimed Riverina JO (RJO) which is a separate entity. Council is an associate member of the Canberra Region (CRJO) as per the resolution in November 2019.

REROC and the Riverina Joint Organisation

The REROC Board at its February 2018 meeting resolved to form the RJO and adopted a model that allowed for the continued operation of REROC, in its current structure side-by-side with the new Joint Organisation. Council's preference was for a stand-alone JO as per the resolution from the 26 February 2018 Ordinary Council meeting.

The RJO was proclaimed in May 2018 with the following member Councils:

Bland	Coolamon	Cootamundra-Gundagai	Greater Hume
Junee	Lockhart	Temora	

With REROC continuing to provide operational activities to member Councils, it is timely for Council to consider what benefits arise from ongoing membership given the cost of that membership. Below is a breakdown of the general activities of REROC:

- Operational committees / working groups
- Conferences and training
- Campaigns e.g. waste
- Externally funded resources e.g. biodiversity officer
- Specific projects e.g. Southern Lights
- Joint procurement activities

Council staff hold the view that there is little, if any value to Wagga Wagga City Council from these activities. Wagga Wagga City Council resolves its operational issues and demands using resources internally or by direct funding from other levels of government.

Review of Operations of both REROC and the RJO

It is proposed that there will be a review of the operation of the two entities. This review will be by an independent consultant. It is anticipated that a report will be presented to both the REROC and the RJO Boards in early June 2020 after which time the members will determine the future operations of both organisations.

Canberra Region JO (CRJO)

The Canberra region has strong strategic linkages for Wagga Wagga including commerce, transport (particularly airport), tourism and sport. The member councils involved in the CRJO include:

Bega Valley	Hilltops	Upper Lachlan	Eurobodalla
Queanbeyan-Palerang	Goulburn Mulwaree	Snowy Monaro	Yass Valley
ACT Government	Snowy Valleys		

Wagga Wagga is ideally located and is only a two and a half hours drive from Canberra. The broader Canberra Region also offers a dynamic and diverse range of industries running from the Alpine, through the Tablelands and down to the Coast, contributing to an increasingly influential regional economy.

While we are not a full member of a JO, (and do not seek to be a full member) the CRJO associate membership has provided Wagga Wagga with access to JO discussions and initiatives which are offering value. The CRJO have provided invaluable support and connections since our participation, including advocacy for priority projects and setting up meetings with Ministers and key staff.

Recommendation

Staff have conducted an analysis of the benefit to Council from the REROC programs. The conclusion from this review is that Wagga Wagga derives little benefit from the REROC programs, one exception to this statement is the Southern Lights Project however there remains no outcome from this project.

It is recommended that Council discontinue its membership with REROC at the end of the 2018/19 Financial Year and continue to pursue strategic opportunities through the CRJO.

It is also recommended that the Mayor and General Manager continue to negotiate the option of joining the RJO as a full member provided the fees for membership are not increased without the agreement of Council.

Financial Implications

The REROC Contribution fee for 2018/19 was \$60,995 (including GST) which has also been budgeted for in future financial years.

If Council's membership with REROC is discontinued, then it is recommended that the budget allocation is set aside for an RJO membership (if required) and a fund for strategic initiatives by Council.

Policy and Legislation

Local Government Amendment (Regional Joint Organisations) Act 2017 No 65

Whilst the choice to join a JO is voluntary, the NSW Government has supported JO's that comprise membership from councils within the mandated State Planning Regions.

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We have leaders that represent us

Risk Management Issues for Council

It is anticipated that the impact on Council operations as a result of leaving REROC will be minimal. Council has the resources at its disposal internally and through the CRJO to cover the functions under the auspice of REROC. There are a number of activities that are not restricted to REROC members which we may opt into and Council is already working in partnership with the CRJO and RAMJO on other projects.

If Council is not part of the RJO there is a risk that the city of Wagga Wagga will be included in strategic plans and discussions that Council has no involvement in.

Internal / External Consultation

Council has participated in numerous meetings with the CRJO and have held various discussions with REROC member councils and councils in the greater Riverina Murray

Planning area regarding JO's. Various workshops have also been held with Councillors over the past 12 months.

Internal stakeholders were consulted and feedback was sought on the level of engagement Council currently has with REROC.

COMMITTEE MINUTES

M-1 AIRPORT ADVISORY COMMITTEE MEETING - 6 FEBRUARY 2019

Director: Caroline Angel

Summary: | The Airport Advisory Committee held a meeting on 6 February 2019.

Recommendation

That Council receive the minutes of the Airport Advisory Committee Meetings held on 6 February 2019.

Report

A meeting of the Airport Advisory Committee was held on 6 February 2019. The minutes of this meeting are attached for Councillors' reference.

Financial Implications

During the 2018/19 financial year, Council staff will work with the Airport Advisory Committee to review both the future operations and the capital requirements of the Airport. The comments and recommendations of the Airport Advisory Committee together with the financial position of the Airport will be presented to Council for approval of the sustainable fees and charges.

Policy and Legislation

N/A

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We are informed and involved in decision making

Outcome: Everyone in our community feels they have been heard and understood

Risk Management Issues for Council

N/A

Internal / External Consultation

Fees and charges will form part of the public exhibition process.

Attachments

1 [↓](#). Airport Advisory Committee Minutes - 6 February 2019

MINUTES of the AIRPORT ADVISORY COMMITTEE held on Wednesday 6 February 2019.

PRESENT

Councillor Dan Hayes
Councillor Kerry Pascoe
Mr Joshua Dorey
Mr Warrick Lodge
Mrs Danielle Wait
Mr Nicholas Pausina
Mr David Lloyd
Mr Geoff Breust

Wagga Wagga City Council
Wagga City Council
Qantaslink
Regional Express
Wagga Wagga Business Chamber
Department of Defence – RAAF
Department of Defence - RAAF
Aviation Industry Participant

IN ATTENDANCE

Peter Thompson
Caroline Angel
Natalie Te Pohe
Carolyn Rodney
Darryl Woods
Leon Burger
Maree Ingram

General Manager
Director Commercial Operations
Director Finance
Manager Finance
Senior Project Manager
Airport Manager
Minute Taker

The meeting of the Airport Advisory Committee commenced at 6.05pm.

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.

APOLOGIES

Mrs Jenny Cabot
Mr Iain Carty

Aviation Industry Participant
Department of Defence – RAAF

MINUTES of the AIRPORT ADVISORY COMMITTEE held on Wednesday 6 February 2019.

CONFIRMATION OF MINUTES

CM-1 MEETING MINUTES - 19 DECEMBER 2018

19/023 *Recommendation:*

On the Motion of Councillor D Hayes and J Dorey

That the Minutes of the proceedings of the Airport Advisory Committee Meeting held on 19 December 2018 be confirmed as a true and accurate record.

CARRIED

DECLARATIONS OF INTEREST

No Declarations of Interest received.

REPORTS FROM STAFF

RP-1 SUBMISSIONS RECEIVED FOR THE 2019/20 DRAFT BUDGET

19/024 *Recommendation:*

On the Motion of W Lodge and Councillor K Pascoe

That the Committee:

- a Note that three formal submissions were received on the 2019/20 draft budget and a further one request for an extension to the submission due date
- b Note the anticipated under budgeted income for Passenger Charges for the 2018/19 financial year
- c Note the expected financial position of the Airport Reserve at 30 June 2019

CARRIED

The committee held a lengthy discussion on *RP-1 Submissions Received For The 2019/20 Draft Budget* report. Areas discussed included:

W Lodge - 2019/20 Rex budget submission has been put forward. With no Airport review work done to date, REX feels that charges should be frozen until the work has been completed by the Airport review. There has been an increase in passenger numbers, a 10% increase in RPT Head tax prior to FY18 and the committee reluctantly accepted the CPI increase last year embarked as part of the FY19 budget process due to the tight timelines that were imposed. Should hold airport charges until the airport review is completed. REX don't agree with a CPI increase. Year to date FY19 Rex

MINUTES of the AIRPORT ADVISORY COMMITTEE held on Wednesday 6 February 2019.

passenger numbers Wagga to Sydney are up by 8%, Wagga to Melbourne are up by 5% so there is no need to increase airport fees and charges by CPI. Increasing fees and charges is not showing enough confidence in the Airport review process. REX maintains its opposition to an increase in Fees and Charges for these reasons.

Cr Kerry Pascoe - Doing a substantial review, find it hard to know why fees and charges are to be increased when figures are up re passenger numbers,

N Te Pohe - Need to look at the overall position of the airport as it is in a poor position financially re asset maintenance capacity. Hold revenue this year as past years we have been losing revenue.

Cr Pascoe - Why do the review or benchmarking, wrong way around!

W Lodge - REX provided passenger forecast numbers for FY19/20 however is unsure what passenger numbers were included in the current 18/19 budget. Rex asked this question prior to the meeting but answer has not been provided.

There is a view expressed by Council that there wasn't sufficient funds going into the airport reserve. This is a fundamental part of the airport review and a discussion is required - do we need to a large monetary reserves or rather look to Government funding for capital projects?

This year's budget is not taking into account what will be discussed in the airport review. It will be an increase cost for Qantas and REX as RPT carriers

Cr Hayes - Increase passenger numbers should negate the need for an increase in passenger head tax. How does passenger tax increase?

W Lodge - Grow the airport head tax revenue through increased passenger numbers. No justification to put up Fees and Charges by CPI. The head tax rate should not be considered as static and subject to automatic CPI increases. Should consider increases in passenger numbers which in turn increases airport head tax revenue.

CR Hayes - There is not enough in reserves.

W Lodge - For example, REX's passenger number have increased by 8% Wagga/Sydney, 5% for Wagga/Melbourne in the current financial year have not added any additional costs to Wagga airport. With some of the 15 airports that REX deal with regionally, REX only has to pay the same amount each year regardless of passenger numbers and flights. It is the airport revenue that is important.

Cr Hayes - To pause everything until the review is done is not realistic, we should continue as normal until the review is completed.

G Breust - I endorse WL's comments - Review first half 18/19 FY increase over budget - on this basis look at additional CPI increase carefully

Agreed to review costs and efficiencies 12 months ago, haven't got through this. The committee had to agree to budget going forward last year with CPI increase.

Review has to happen and in a good timeframe - we need to get it done.

MINUTES of the AIRPORT ADVISORY COMMITTEE held on Wednesday 6 February 2019.

P Thompson - From a regulatory perspective Council can increase fees and charges by any amount, is it that we just choose to use CPI?

N Te Pohe - Yes

P Thompson- Will put up a report to Council recommending a budget –as a sign of good faith will recommend not to support a 1.9% CPI increase although I would need to see the effect on expenditure in other areas of Council.

For the sake of keeping pace of inflation, Council would not increase fees and charges this year in line with CPI, with a goal of finishing the review.

At the informal working group meeting held at the REX office in November 2018, I believe offers were made at this meeting by REX to contribute to the cost of the consultant for the review and possibly terminal expansion.

I'm hearing the argument against a CPI increase - would sign of in good faith not to introduce the 1.9% increase this year, however depending on the outcome of the review, possibly increase charges by 4% the following year if the committee do not get to a comfortable point. We should know what we are doing after the review has been completed.

W Lodge - The 4% increase may be achieved through cost savings and efficiencies found as a result of the review and therefore an increase may not be required.

P Thompson - Need to do a review to understand what the industry is doing and how Wagga airport compares.

N Te Pohe - Can provide the General Manager with more details prior to the budget report going to Council.

Having not attended the informal meeting at the REX office last November, I am not aware of the offer of capital investment from Qantas or REX as this time.

P Thompson - The Informal November meeting was positive with agreement on the TOR for review - chase this rather than CPI increase. WE may have to play catch up down the track.

C Rodney - If the CPI increase does not occur, this will affect airport reserve.

G Breust - Would not like to be locked in to 4% increase next year.

P Thompson - Once the review is done if the committee have a different view to staff, the Committee will have the opportunity to make recommendations to Council

MINUTES of the AIRPORT ADVISORY COMMITTEE held on Wednesday 6 February 2019.

RP-2 FINANCIAL INFORMATION REQUESTED**19/025 Recommendation:**

On the Motion of Councillor D Hayes and W Lodge

That the Committee receive and note the following:

- a AvData information requested
- b Electricity information requested
- c Plant and Vehicle information requested
- d That AASB 120 - Accounting for Government Grants and Disclosure of Government Assistance is not available for use by Council, as Council is a not-for-profit entity and AASB 120 is only available for use by for-profit entities

CARRIED

The committee held a lengthy discussion on *RP-2 Financial Information Requested* report. Areas discussed included:

W Lodge - Points a,b,c and d – will be covered in the airport review. Given that the Business Paper was only received two days ago I have not had a good chance to look at the accounting standards re depreciation. REX will come back with comments. Do not really understand the excel spreadsheet re electricity - this is the type of area that the Airport review can look at.

D Woods - Issue with the airport review is that there is only a budget of \$20k allocated. there are a number of items that can be covered off within the Committee. If we add more funds we can encompass everything, Deleted users in the electricity spreadsheet (confidential information). Recovery matches monthly line items.

L Burger - It is very difficult to predict income because it is difficult to predict electricity usage. Increase income (higher) extremely difficult to forecast.

D Woods - Loading up the review will push review timeframes out. Need to look at hard items that we have been discussing throughout last year. There is only \$20k for the review - I don't think we will fit the budget with the current scope.

W Lodge - Agree that questions re electricity costs should be able to be dealt with by the Committee. REX will come back formally re accounting standards. Plant and equipment should be part of the broader airport plan review.

D Woods - Committee need to agree that they are the only concerns that the Committee has per the review otherwise we are going around the buoy again and again. External review was only agreed to at the November informal working group meeting where it was agreed to bring in an external party. Minimum scope will keep costs down and will turn the report around quicker. Need to look at items that really concern the Committee.

C Angel - Just keep going backward/forwards - the committee need to categorically agree on the items for the review. Other pieces that we have expertise in the room to

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deal with - separate these out from the formal review. Identify what is in the review - don't bring in anything new.

J Dorey - Electricity - confidence in Council - no value this group discussing these types of items. For infrastructure investment - I have a conflict of interest - better to get independent advice, compare to other airports - CAPEX - running costs - there is merit with doing this. Reviewing electricity rates in this Committee review does not make sense.

Cr Hayes - The explanation given at the informal meeting on accounting standards, did this satisfy REX's concerns?

W Lodge - Only got the response from Council on Monday night, haven't had time to review it, REX will respond to Council.

J Dorey - The standard attached to the report is not right in some Government Accounting different accounting standards are applicable to Council .

C Rodney - The standard that was attached to the report was the standard that was emailed by REX to Council. The standard REX provide was for non for profit organisations. Council is a NFP organisation.

Cr Hayes - Has the Independent auditor gone through this?

C Rodney - Yes 100%

W Lodge - Haven't had time to respond in respect to the accounting standards advice in the report as the business paper was only received two days ago.

N Te Pohe - Advice was included in the business paper to formally note it so that it was an item from the working group that could be closed out.

W Lodge - REX will respond formally as it was only provided on short notice.

J Dorey - Clarify what is agreed to - REX not enough time - Council are satisfied that they have provided the correct standard re depreciation.

P Thompson - Acknowledgement of information provided , equipped committee with information on appropriate standard - REX to review, any queries from REX will come back to the committee.

W Lodge - Is happy to receive and note the information in RP-2 on the basis of REX coming back with a response in regards to the accounting standards with respect to the treatment of depreciation.

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RP-3 AIRPORT REVIEW - SCOPE OF WORKS**19/026 Recommendation:**

On the Motion of Councillor D Hayes and W Lodge

That the Committee:

- a note the contents of the report**
- b endorse the scope of works for the Wagga Wagga airport review**

CARRIED

The committee held a lengthy discussion on the RP3 - *Airport Review - Scope of Works* report. Areas discussed included:

D Woods - Have put together scope of works in response to discussion held by the Committee at previous meetings. Council has added the last item - Wagga Wagga Market item as it worthwhile for Councillors and business people to see where we sit in the marketplace when compared to similar airports. Profitability and ability to fund capital expenditure and losses. It is worthwhile to understand what airlines are willing to pay.

J Dorey - Does not consider Wagga airport to be a cash cow and a going concern and classified as a business. Qantas is generally supportive of benchmarking.

Does not support discussion and review of historical ticket prices. This would require a lot of investment for consultant to provide that sort of information - I don't see the merit for Council to do so.

Ticket prices can be impacted by fuel prices.

D Woods - Did not suggest turning airport into a cash cow - that is a Council decision. The airport is classified as a Council business. A comparative analysis on airfares is only being sought.

Part of Terms of Reference for the Airport review - Close to Albury and provides Councillors with a holistic picture as to where Wagga sits in this landscape. The airport Reserve is currently only \$64k and depreciation is not factored into charges, we are very limited with what we can do.

C Angel - Department of Defence are paid rent. Some people around this table will have a challenge with some of the options put forward re conflicts of interest. There is continual debate on what's in and what's out of the review. We need to have the review and look at outcomes from your interest point. Not going forward need to just agree on what is to be reviewed.

W Lodge - Item 2.6 of the draft scope has been added by Council not by the Committee. Agree we need to lock something in but council independently added clause 2.6 to the scope so it needs to be agreed to by the committee.

Item 2.6 re passenger tax / benchmarking – I don't disagree with review but don't agree with benchmarking the per passenger tax as the benchmarking should looking at total

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airport revenue. Looking at head tax rates is – is one dimensional, main thing to review is Airport revenue.

In regards to historical ticket prices - what is Council then going to do with the historical prices - what is that going to change? - benchmarking covers this off, where will the consultant get the information from?

J Dorey - Competition - not happy having this conversation without Qantas lawyers present.

Cr Hayes - You can see ticket prices on airline websites, they are not a secret.

J Dorey - Qantas staff are not allowed to publically discuss future seat prices.

Cr Hayes -We are discussing historical prices not future prices.

J Dorey - Qantas staff are not allowed to discuss pricing.

C Angel - There are certain aspects that Council would like to look at - competitiveness can be removed out. Requirement for users also for Council - there are things that WWCC need to know.

J Dorey - Not something Qantas would share with other airports can discuss but likely not to support - do understand the difficulty for Council.

W Lodge - What is historical ticket prices going to add to the review - how does this impact on the running of the airport?

Cr Hayes - Assist with areas such as tourism and attractions - business knowing where we sit competing against other airports for attractions/events etc - key to know this eg conferences in Wagga may cost more or less - attractive for groups to know - Value of the data is broader, not just the operations of the airport.

W Lodge - Committee should be more focussed on looking at the financial aspects of the Airport - does not support reviewing ticket prices.

P Thompson - Can take this item off the list of criteria - when put scope out to market, request separate portions - one for the committee and one for Council.

C Angel – The benefit will be to get as much use out of data - beneficial to committee/beneficial to Council.

G Breust - If Council want this item Council should pay, not the airport.

C Rodney - It will be paid for out of the airport reserve.

G Breust - No it should be paid for out of tourism or something else.

Cr Hayes - that is absurd.

W Lodge - Airport users are paying for the review. Council should pay for any extra items.

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P Thompson - It will come out of the airport reserve.

W Lodge - Council should be cautious on the amount they spend on the review.

C Angel - It is a great opportunity to gather additional data.

G Breust - When is the airport master plan review due?

P Thompson - It has been pushed back as a result of the airport review.

G Breust - The review is getting larger and larger - I'm not in a position to provide advice - it is more of a benchmarking exercise - understanding/looking at costs more closely - consultant needs auditing experience so that they can look/drill down into costs. Only going to get broad advice re financial details.

Need a level of confidence re what we are seeing - are costs actually true? Independent process - bringing in someone who could do this - I need to go away and look at scope and provide advice.

C Rodney - Cost statements have been provided on a monthly basis to committee members for drilling down and this practice will continue.

G Breust – Cost Statements do not drill down far enough My understanding was that this is what Kim Hi was getting at, at the November informal meeting.

D Woods - He was very much high level focus, this came from the General Manager's notes and was discussed at both the November informal meeting and the December formal meeting of the Committee.

W Lodge – Agreed that it covered the points from November meeting.

C Angel - In respect to the monthly cost statements, how many questions have been sent in by committee members?

G Breust - Have sent a number of questions throughout 2018 and then withdrew them as I thought that the airport review would cover the questions that I had.

C Angel - What questions would you like more detail on?

G Breust - I will send them again. Have questions relating to plant item costs - actual - benchmark with elsewhere.

C Angel - Apart from plant and equipment - cost statements each month - what other questions are you referring to?

G Breust - Only getting generalised answers.

W Lodge - plant and equipment is referenced in RP2 and the general way that it is dealt with.

G Breust - How do you actually determine the costs for motor vehicles?

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W Lodge - RP3 Item 2.2 of the attachment specifically refers to tractors and utes. Comfortable that the review will drill down to this level.

Cr Hayes - Page 54 of the business paper, does this not capturing your query succinctly?

W Lodge - Item 2.2 refers to methodology and the expectation is that we will get to see some of the calculations.

G Breust - Review is only going to be a benchmarking exercise.

C Rodney - The consultant will be drilling down into Council transactions.

J Dorey - Why do we need to do this as part of the review? Plant/property/equipment?

D Woods - This has been listed in the paper from October 2018.

G Breust - It did not include Motor Vehicles, we need to be confident that we know what the costs are.

W Lodge - Include something to cover this in 2.2

G Breust - Want to go away and review.

C Angel - It will delay the review.

G Breust - Don't want to rush the review, there is time to do it.

D Woods - There will be consultation with committee, this has been written into the scope for the review.

W Lodge - Just want to make sure that everything is covered in the scope.

J Dorey - Haven't discussed passenger numbers. Inadequate baggage facilities for passengers - regulatory changes need to adhere to these are significant issues - much bigger than plant/property and equipment. The Committee is not getting to address the bigger issues - the committee's focus is very micro - line item by line item review. It has turned into an auditor verse consultant situation.

CR Hayes - For the year or so that the committee has been meeting - more time has been spent on O/T rates rather than where the airport is heading, this has been taken up with every meeting - micros - want to talk about long term planning for the airport.

J Dorey - In the situation of two flights being run together the current infrastructure at the airport is not adequate to enable this to happen.

Cr Hayes - Need to move the review so that we can talk about planning.

W Lodge - Can't shelve issues raised over the last two years.

J Dorey - The review is not an appropriate forum to cover the issues raised.

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G Breust - Have a suggestion - is it possible for me to sit with Council's finance department and go through line items for comfort and transparency?

C Rodney - Council often undertakes compliance audits that are done by an external party and cost in the vicinity of \$5 - \$6k. If the committee were agreeable, this could be done on the data in question and a report provide back to the committee or alternatively I can provide you with the information however based on history I am not sure that what I provide you will believe.

G Breust - Could specific line items be picked?

C Rodney - If you would like an external auditor engaged, the cost would be borne by the airport reserve or else I could provide the data?

P Thompson - We can deal with this off line. Would love to get the review out of the way so that the next time the committee meets we just talk about the hangar and accommodating the new security requirements.

W Lodge - Comment re Item 2.6 or the review – taken out if that is the case then happy for airport revenue to be benchmarked under item 2.5.

C Rodney - Item 2.4 – to include the word "methodology" in the heading.

D Woods - Noting that the word methodology is included in the scope paragraph.

J Dorey - From Qantas's experience the majority of airports run a low reserve and borrow.

In regards to Item 2.5 and the two options proposed - what is the rationale for going down either of the two paths?

D Woods - Rationale is benchmarking.

W Lodge – It is expected that the consultant will provide commentary as to why various airports have gone down a certain path and not just advise which path they have gone down.

J Dorey - Other council airport information is readily available.

P Thompson - When we Procure consultants as part of the scope of works - we will ask questions i.e "what is your experience" and "how are you going to approach the tasks".

Cr Hayes - Need to look to the future - where we are/where we need to go.

D Woods - this will form part of the scope for the masterplan.

J Dorey - Ask a separate consultant when doing the masterplan.

G Breust - Will make arrangements to look at cost items 2.2 par 2 (b) cost methodology. Would like to take the opportunity offered to spend time with finance staff rather than engage an auditor - happy to do this.

MINUTES of the AIRPORT ADVISORY COMMITTEE held on Wednesday 6 February 2019.

P Thompson /Cr Pascoe - Finance staff is that ok?

C Rodney - Yes

QUESTIONS/BUISINESS WITH NOTICE**BWN-1 Distribution of Business Paper**

Warrick Lodge requested that the business paper be distributed a week before the meeting to allow the committee members enough time to review the reports within the paper.

BWN 2 Airport Security/Footprint

Cr Hayes - Information re seating plan was to be provided at this meeting as it was discussed at the last meeting. The next meeting will only deal with airport security requirements.

P Thompson - Have we sent out images for option 4, have we done that ?

D Woods - No yet, can send out but will need tidying up

W Lodge - Can options be circulated to the committee in advance of the meeting?

P Thompson - Yes

W Lodge - Will take to airport operational people.

Cr Hayes - Question to Qantas - can you ask similar airports what they do? Talked about us sitting here saying what's what - there are actually experts that can assist with a detailed briefing report - quoted from 19/12/18 meeting - better qualified people than here in the room.

J Dorey - Same expertise required to inform adequacy on information - focus on that - email what it is we are looking for, what we need to do re security screening.

L Burger - There are certain elements that can't be discussed in this forum. We know what we need re the footprint - have got drawings. There is a new element for the screening regime - haven't taken drawings to the next level i.e. 3D scanning. There are specialists who have got software offering this information, available. Can have information available long before the next meeting. Council submission has to be in by mid March.

J Dorey - suggest engagement of consultant - this needs to happen quickly.

D Woods - At present only Qantas is paying for security screening so only interested party is Qantas. Does not relate to the AAC.

J Dorey – It is Qantas's view that all carriers will require security screening, post introduction of the changes by the Government despite the size of the carrier - this is the direction Qantas are taking.

MINUTES of the AIRPORT ADVISORY COMMITTEE held on Wednesday 6 February 2019.

D Woods - Are regulations in place?

L Burger - No as a new time line is yet to be published - new regulations are to be out by end of March – this is a problem for Council as we only acting on assumptions not regulations.

BWN 3 - Productivity Commission Report

Geoff Breust advised that the Productivity Commission released the Economic Regulation of Airports draft report today (6/2/19). There was some good content in regards to regional airports, however the comments made in terms of city airports was disappointing.

QWN-1 Airport Carpark

J Dorey - This item was raised at the December 2018 and was to be included in the agenda of this meeting for discussion. Why wasn't it included? Current occupancy – what steps are being taken to provide overflow capacity – is this a source of revenue that we not tapping into?

D Woods - Occupancy - Leon to get info when carpark is full.

L Bugar - It is full every Tuesday and Thursday.

D Woods - Currently looking at ways to potentially expand the carpark - Can't share this information with the committee as it is commercial in confidence.

J Dorey - Are there any temporary measures that can be put in place to address carparking capacity?

Cr Hayes – Have raised previous questions around gravel being put down on grassed areas, any feedback on this?

D Woods - Will take this question on notice.

QWN -2 Clarification sought By Geoff Breust re GA collection Arrangements.

G Breust - Part of review? - where does that sit re the review?

D Woods - Is not part of this review scope. It is for analysis down the track?

G Breust - Put up as part of this budget - not in scope. Council officers to look at this and report on it at the next AAC meeting.

C Rodney - Recollection from what was agreed earlier in this meeting was that the collection method for General Aviation Revenue, was to be placed on hold and if the

MINUTES of the AIRPORT ADVISORY COMMITTEE held on Wednesday 6 February 2019.

timing suited a new method may be applied from 1 July 2020 when there is time to make a decision once data is interrogated.

P Thompson - Agreed

J Dorey - I thought it was being included - not finance focus review - have more cost effective recovery of charges.

G Breust - Happy for it to be provided as part of the process.

J Dorey - Airport users not paying for use does not warrant inclusion in Airport review. All planning components - review timing for engagement of someone for this purpose. Is there timing available for completing the master plan?

P Thompson – No as general manager my concern is to focus on what we are doing with the terminal/luggage handling.

J Dorey - Can the scope of works for the master plan be prepared for the next meeting please?

P Thompson - It is my hope that the next meeting will just focus on terminal/luggage/parking issues

C Angel - Will that be a formal or informal meeting?

J Dorey - Prefer it to be a formal meeting.

QWN - 3 Cr Pascoe - Carpet and Seating/Grant Funding/Security Issues

C Angel - Replacing chair covers only as they are beyond being able to be commercially cleaned

Cr Pascoe - Need to take a closer look at the chairs - some lean forward - need to check the chair's main structure. I hear that we are considering placing carpet over the pavers inside the terminal, is that correct?

L Burger - Yes as the terminal floor is subdivided into three different areas. All areas had to be flattened in the past as some areas are pavers, some concrete etc, this was done using screed across the whole floor area, it is not smooth so carpet has been chosen to hide floor irregularities. Advice received was not to go for commercial vinyl, go for carpet as it is thicker and more padded and will not show up the irregularities as much. the floor is very uneven.

J Dorey - Carpet tiles are acceptable for use in the terminal with their main benefit being that you can replace a tile if it becomes damaged or stained.

Cr Pascoe - this needs more thought or looking into. With no footprint I have concerns with any flooring work to be done before screening issues are resolved - seems like we are putting the horse before the cart.

J Dorey - Discuss seating - outcomes - redress existing seating

MINUTES of the AIRPORT ADVISORY COMMITTEE held on Wednesday 6 February 2019.

L Burger - Still waiting for quotation.

G Breust - Strategy for carpet/seating – use this as a strategic move to get transfer of terminal funding across to taxiway upgrade. There have been complaints re the state of the terminal facilities.

Working group – is it still worthwhile lobbying our local member to get funding transferred by IfNSW – I'm happy to write to the local member if this is still appropriate?

D Woods - Certainly

P Thompson - will need a plan to see what they are funding.

Cr Hayes - Applications close for security funding mid March. Need to engage someone as to how we are going to design internal – what is going to happen now?

C Angel - Haven't got specs for requirements – not finalised through Home Affairs as yet – it is difficult re details as cost type/specs/size have not been signed off.

L Burger - We know exactly what is required re equipment, know the budget but what is tricky is that we don't know the footprint – don't know if it will be a dual purpose terminal or single purpose terminal requirement– this will influence seating arrangements.

Cr Hayes - Should still apply for funding in March without having a plan – at the next AAC meeting we can focus on design for parts of the airport.

D Woods - Yes, happy to do that.

G Breust - That is providing we know what the screening requirements are – Part A or Part B.

J Dorey - Where does this sit re existing grants? terminal/taxiway upgrade was asked for this to be included – Any updates?

P Thompson - Still providing information to IfNSW – Original grant component taxiway/terminal – confirmed taxiway funding is there – Council to make original contribution – if we don't have a plan for the terminal upgrade then the funding will have to go back. We should be giving them a plan for the terminal – we won't get funding for footprint.

C Angel - The challenge is that there are two deeds for the funding – one for terminal upgrade, one for taxiway – this is the challenge in respect to the transfer of the funding, it is a complicated process.

Cr Pascoe - Seating/carpet – what is Council's regulation re getting prices for seating? There are three upholsterers in town – better to look at new seating that can be moved around/reconfigured after the security screening has been dealt with as there are issues with the frame of the existing seats not just the coverings.

JD - We have just purchased seats for a similar airport for \$20k – new seating would be better value for money.

MINUTES of the **AIRPORT ADVISORY COMMITTEE** held on **Wednesday 6 February 2019**.

Cr Pascoe - Very concerned about running carpet over existing pavers – can't seem to move terminal funds that we have had for two years.

P Thompson - There is a shortfall of \$1.7m.

Cr Pascoe - Looks like the transfer is not going to happen – better to make better decisions re the money.

The Airport Advisory Committee rose at 8.20pm.

M-2 TRAFFIC COMMITTEE - 14 MARCH 2019

Author: Bill Harvey
Director: Caroline Angel

Summary:

The Local Traffic Committee met on 14 March 2019. At this meeting, Traffic Committee considered 13 reports.
 The Minutes of the meeting are attached for Councillors' reference.

Recommendation

That Council:

- a receive the minutes of the Traffic Committee Meeting held on 14 March 2019
- b endorse the recommendations of the Traffic Committee
- c approve the budget variations included in this report

Report

The table below provides a summary of each item's risk and budget implications in particular:

No.	ITEM	UNMITIGATED RISK RATING	ESTIMATED COST (\$)	FUNDING SOURCE
RP1	Traffic Committee Dates for 2019	N/A	N/A	
RP2	John Woodman Classic Wagga to Albury Bicycle Race	High	Nil	Event Organiser
RP3	Tolland Open Bicycle Race	High	Nil	Event Organiser
RP4	Touch Football Carnival at Jubilee Park – 22 to 24 February 2019	High	\$38,000	No Budget
RP5	Mardi Gras Parade	High	Nil	Event Organiser
RP6	Adoption of Risk Assessment Matrix and Process That is Found in the Traffic Control at Work Sites Manual	N/A	N/A	
RP7	Travers Street – Advance Warning Near Murrumbidgee Turf Club Race Track	Medium	\$500	Lines and Signs Budget
RP8	Bardo Lane Access to Berry Street Multideck Car Park	Low	Nil	

No.	ITEM	UNMITIGATED RISK RATING	ESTIMATED COST (\$)	FUNDING SOURCE
RP9	Alma Crescent, Jade Place and Jandee Place Intersection Treatment and Controls	<i>Medium</i>	Nil	Developer to fund
RP10	Gregadoo East Road Line Marking West of Elizabeth Avenue Intersection	<i>High</i>	\$600	Lines and Signs Budget
RP11	Church Street Timed Parking Outside Watermark Apartments	<i>Nil</i>	\$300	Lines and Signs Budget
RP12	Pine Gully Road and Old Narrandera Road – Overall Concept for Intersections and Road Lengths	<i>N/A</i>	N/A	
RP13	Lake Albert Road Marked Parking Bays at 276 to 282	<i>Nil</i>	\$500	Lines and Signs Budget

Items of Particular Interest

RP-4 Touch Football Carnival at Jubilee Park – 22 to 24 February 2019

There was no budget allocated for this event therefore a budget variation will be presented in the Financial Performance Report as at 31 March 2019, which is to be included in the agenda for the 29 April 2019 Council meeting.

RP-7 Advance Warning Near Murrumbidgee Turf Club Race Track

This item was raised by the NSW Jockeys' Association and the Murrumbidgee Turf Club (MTC). An improvement to the layout of the line marking scheme in Travers Street has been identified. That is the responsibility of the Road Authority to implement should Council confirm the recommendation. The second part of the item relates to the proposed installation of flashing warning lights, to be operated on a timer and located in conjunction with existing static warning signs. The cost of supply, installation and maintenance of these lights is to be met by a combination of the MTC and the Jockeys' Association if Council confirms the recommendation of Traffic Committee.

RP-8 Bardo Lane Access to Berry Street Multi-deck Car Park

This item arose as a result of a request from a resident, seeking a change to the traffic flow arrangement in the Berry Street car park, particularly at the Bardo Lane exit. Traffic Committee have recommended against making any change to the current arrangement. The Roads and Services representative pointed out that there have been two crashes in this area in recent years, one of which related to a vehicle making the exact manoeuvre that the resident suggested should be permitted.

Financial Implications

The below table shows the budget required, and the current available budget for the proposed funding source for each of the items requiring funding:

Item	Total Budget Required	Proposed Funding Source	Current Proposed Funding Source Budget	Current Funding Source Expenditure including commitments as at 26/03/2019	Current Available Budget
RP7, RP10, RP11, RP13	\$500 \$600 \$300 <u>\$500</u> \$1,900	Lines & Signs	\$348,125	\$324,452	\$23,673

Policy and Legislation

N/A

Link to Strategic Plan

Safe and Healthy Community

Objective: We are safe

Outcome: We create safe spaces and places

Risk Management Issues for Council

No specific issues identified.

Internal / External Consultation

The Traffic Committee consists of a Councillor, NSW Police, Roads and Maritime Services and a representative of the Local Member. Representatives from Council's Infrastructure and Planning staff provide advice to the Committee. Representatives from other agencies and entities may be invited to attend meetings as required.

Attachments

- 1 [↓](#). Traffic Committee Meeting - Minutes - 14 March 2019

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 14 March 2019**.

APOLOGIES

Councillor Dan Hayes

PRESENT

Mr Fazlul Hoque (RMS)
Leading Senior Constable, Dave McCann (NSW Police)

IN ATTENDANCE

Council's Senior Traffic Officer	Mr Bill Harvey
Council's Traffic Officer	Mr Tim Cahill
Council's Governance Officer	Ms Belinda King - Minute Taker

The meeting of the Traffic Committee commenced at 9.17am.

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 - 8 NOVEMBER 2018*****Recommendation:***

On the Motion of F Hoque and B Harvey

That the Minutes of the proceedings of the Traffic Committee Meeting held on 8 November 2019 be confirmed as a true and accurate record.

CARRIED

DECLARATIONS OF INTEREST

No Declaration of Interest received.

MINUTES of the **TRAFFIC COMMITTEE** held on Thursday 14 March 2019.

REPORTS

RP-1 TRAFFIC COMMITTEE DATES FOR 2019

Recommendation:

On the Motion of F Hoque and Dave McCann

That Traffic Committee members note that the proposed dates for meetings in 2019 are:

- a Thursday, 14 March
- b Thursday, 9 May
- c Thursday, 11 July
- d Thursday, 12 September
- e Thursday, 14 November

All meetings are scheduled to start at 9:15am at a venue to be confirmed when the business paper is distributed

CARRIED

RP-2 JOHN WOODMAN CLASSIC WAGGA TO ALBURY BICYCLE RACE - ON-STREET EVENT

Recommendation:

On the Motion of Dave McCann and F Hoque

That Traffic Committee note that the following matter was distributed to members by email on 11 February 2019 with members responding in favour of the recommendation.

That Traffic Committee endorse the running of the Wagga Wagga to Albury John Woodman Cycle Classic on Sunday 14 April 2019, starting in Holbrook Road, near the intersection with Deakin Avenue, subject to the following conditions:

- a The arrangements regarding route, timing and other issues that are set out in the application documents are adhered to
- b Approval granted by the NSW Police under Section 115 of Road Transport Act 2013
- c All provisions of Road Transport Legislation are complied with
- d Any reasonable direction given by a member of the New South Wales Police Force is to be promptly complied with
- e Any reasonable direction that is given by an Officer of Wagga Wagga City Council is to be promptly complied with
- f Authorised Traffic Control Plans to be implemented, monitored and removed by a person who holds the appropriate level of 'Traffic Control at Worksites' certification

MINUTES of the **TRAFFIC COMMITTEE** held on Thursday 14 March 2019.

- g Responsibility for supplying signs and authorised traffic controllers lays with the event organiser, with no obligation on Wagga Wagga City Council to assist with any form of traffic management for this event
- h The event being run in accordance with NSW Bicycle Federation rules
- i Consent for this event being given by Greater Hume and Albury Councils
- j Failure to comply with any and all of the above conditions will immediately void this approval

CARRIED

RP-3 TOLLAND OPEN BICYCLE RACE - ON-STREET EVENT

Recommendation:

On the Motion of F Hoque and Dave McCann

That Traffic Committee members note that the following matter was distributed to members by electronic means on 9 January 2019 with members responding in favour of the event.

That Traffic Committee endorses the conduct of a bicycle races on 2 and 3 March 2019, using a course at Ladysmith and Gregadoo East, as per attached traffic control plans, subject to the following conditions:

- a The arrangements regarding route, timing and other issues that are set out in the application documents are adhered to
- b All provisions of Road Transport Legislation are complied with
- c Approval pursuant to section 115 of the Road Transport Act, 2013 being given by the Commissioner of Police or his delegated officer
- d Any direction given by a member of the NSW Police that is pursuant to Road Transport Legislation or Work Health and Safety Legislation is to be promptly complied with
- e Any reasonable direction that is given by an Officer of Wagga Wagga City Council is to be promptly complied with
- f Authorised Traffic Control Plans to be implemented, monitored and removed by a person who holds the appropriate level of certification under the provisions of the 'Traffic Control at Worksites' manual
- g Racing should not commence or should immediately cease in the event that sight distance, due to weather or other conditions, does not render an adult person wearing dark clothing clearly visible at a distance of 200 metres
- h Responsibility for sourcing signs, barriers and witches hats, required for implementation of the traffic control plans, lays with Tolland Cycling Club
- i The race is to be run in accordance with NSW Bicycle Federation rules

MINUTES of the **TRAFFIC COMMITTEE** held on Thursday 14 March 2019.

- j Failure to comply with any of these conditions will immediately void approval for the event

CARRIED

RP-4 TOUCH FOOTBALL CARNIVAL AT JUBILEE PARK - 22 TO 24 FEBRUARY 2019

Recommendation:

On the Motion of F Hoque and Dave McCann

That Traffic Committee note that the following matter was electronically distributed to members on 18 December 2018 with members responding in favour of the recommendations.

That Traffic Committee endorse the conduct of the Touch New South Wales – Junior State Cup Southern Conference event that will impact on roads in Wagga Wagga on 22 to 24 February 2019, subject to the following conditions being met:

- a Certified traffic control plan diagrams are to be prepared, with the aim of managing the interaction of non-event traffic with traffic that is attending the event, and presented to Council's delegated Officer for review and approval not later than 31 January 2019
- b Certified and approved Traffic Control plans that manage the interaction of non-event traffic with traffic that is travelling to the event are implemented and maintained by appropriately authorised personnel prior to and throughout the event
- c The road closures that are associated with the event are to be implemented as per the times and locations that are detailed in the Traffic Management Plan
- d The event organiser will have variable message board systems in place continuously for seven days before the event, providing warning of changed traffic conditions during the event
- e Message boards will stay in place at approaches to road closure points throughout the event, providing advance warning for approaching drivers
- f All provisions of the Traffic Management Plan are to be implemented and maintained throughout the event
- g Organisers and event participants obey all Police directions
- h Organisers and event participants obey any reasonable direction that is made by a Wagga Wagga City Council Officer in respect of the management of the road network
- i The event organiser will conduct a local media campaign in Wagga Wagga to provide advance warning for the non-event community of the road closures that are planned to be implemented for this event and the detour routes that will be available

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- j Failure to comply with any of these conditions will immediately void approval for the event in respect of the proposed road closures

CARRIED

RP-5 MARDI GRAS PARADE - ON-STREET EVENT

Recommendation:

On the Motion of Dave McCann and F Hoque

That Traffic Committee members note that the following matter was distributed to members on 8 January 2019 with members responding in favour of the event.

That Traffic Committee endorse the conduct of the Mardi Gras parade in Morgan Street, Baylis Street and Morrow Street on Saturday 9 March 2019 subject to the following conditions:

- a The event is conducted as per the times, locations, conditions and circumstances that are indicated in the application documents
- b A certified and approved traffic control plan for the event is to be prepared and implemented, monitored and decommissioned by accredited persons
- c No vehicular movement in the nominated areas during the event except for those vehicles that are used as part of the parade
- d Organisers and event participants obey all Police directions
- e Organisers and event participants obey any direction from a Wagga Wagga City Council Officer
- f Morgan Street is to be opened to normal use by the non-event community once the parade has completely cleared that section of road and the street can safely be opened
- g Baylis Street is to be opened for normal use by the non-event community once the parade has cleared that section of road and the street can be safely opened to traffic
- h No event participant is to occupy a position on a road that is outside of the closed area
- i Motorised floats must be constructed on registered vehicles that are permitted to use roads in New South Wales
- j Motorised floats must be driven by a person with an appropriate class of driver's licence to drive the vehicle
- k The driver of each motorised float must have clear direct vision of the road in front of the vehicle
- l No motorised float or any other type of vehicle that participates in the event is to exceed a speed of 10 km/h (walking pace) during the course of the parade
- m Any person who is riding on a motorised float must be secured from falling from the vehicle by the use of side gates or railings or by the use

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- of a personal tether device that is connected to a solid anchor point on the vehicle and that is capable of preventing the participant from falling from the vehicle
- n Any child under the age of 16 years that is riding on a motorised float must be under the immediate supervision of an adult on a one-to-one basis
- o Any other motorised vehicle that participates in the parade must be registered for use of roads in New South Wales
- p Any other motorised vehicle that participates in the parade must be ridden or driven by a person who holds an appropriate class of driver's licence
- q The driver of any motorised vehicle must maintain a clear zone of at least 10 metres in front, between the vehicle and any other parade participant
- r Failure to comply with any condition immediately voids approval for the event and traffic regulation and restriction will apply from that time

CARRIED

RP-6 ADOPTION OF RISK ASSESSMENT MATRIX AND PROCESS THAT IS FOUND IN THE TRAFFIC CONTROL AT WORK SITES MANUAL

Recommendation:

On the Motion of F Hoque and Dave McCann

That Traffic Committee recommends that Council adopts the risk assessment matrix that is contained in the Roads and Maritime Services Traffic Control at Worksites manual, version 5 at section 2.10.2, for the assessment of risks that arise from or are relate to road traffic issues.

CARRIED

RP-7 TRAVERS STREET - ADVANCE WARNING NEAR MURRUMBIDGEE TURF CLUB RACE TRACK

Recommendation:

On the Motion of Dave McCann and F Hoque

That Traffic Committee recommends that the following actions be taken in respect of the western end of Travers Street:

- a the L1 lane line separating the two east-bound travelling lanes, commencing immediately east of the intersection with Moorong Street, that is 260 metres long, should be permanently removed
- b the E1 edge line on the northern side of the street, that commences about 260 metres east of the intersection with Moorong Street, should be extended and returned to the northern kerb, as shown in the diagram that is attached to the report

MINUTES of the TRAFFIC COMMITTEE held on Thursday 14 March 2019.

- c flashing warning lights be installed on the top of the existing non-standard horse and rider warning signs, facing traffic in both directions near the Murrumbidgee Turf Club course, subject to the following conditions:
 - i all costs associated with this project, including supply, installation and maintenance for the flashing lights, is to be fully met by horse racing industry associations
 - ii installation of the devices on the top of the existing signs is to be subject to the issue of a permit under Section 138 of the Roads Act 1993
 - iii the flashing lights must comply with the provisions of Australian Standard 1742.2 Appendix E, Australian Standard 2144 and any supplementary instructions that might be issued by Roads and Maritime Services
 - iv the warning lights will be maintained in a serviceable condition at the expense of the horse racing associations who pay for the initial installation
 - v the warning lights may only flash between the hours of 04:30am and 09:30am on days that horse training is undertaken at the Murrumbidgee Turf Club race track

CARRIED

RP-8 BARDO LANE ACCESS TO BERRY STREET MULTIDECK CAR PARK

Recommendation:

On the Motion of Dave McCann and F Hoque

That Traffic Committee do not recommend that:

- a the R2-4 NO ENTRY sign on the western side of Bardo Lane at the driveway connection to the multi-deck car park be removed
- b a single R1-2 GIVE WAY sign be installed on the left side of the existing exit point from the multi-deck car park onto Bardo Lane, as depicted in the diagram that is contained in the following report

CARRIED

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 14 March 2019**.

**RP-9 ALMA CRESCENT, JADE PLACE AND JANDEE PLACE
INTERSECTION TREATMENT AND CONTROLS*****Recommendation:***

On the Motion of F Hoque and Dave McCann

That Traffic Committee note that the following matter was distributed to members on 16 November 2018 with members responding in favour of the recommendation.

That Traffic Committee recommends the installation of 'A' size R1-2 GIVEWAY signs and associated transverse painted TB lines in Jade Place and Yandee Place at their respective intersections with Alma Crescent.

CARRIED

**RP-10 GREGADOO EAST ROAD LINE MARKING WEST OF ELIZABETH
AVENUE INTERSECTION*****Recommendation:***

On the Motion of F Hoque and Dave McCann

That Traffic Committee note that the following matter was distributed to members on 22 November 2018 with members responding in favour of the recommendation.

That Traffic Committee recommends the following centre line marking be implemented on Gregadoo East Road, from the western end of the existing line marking near Elizabeth Avenue, towards the west:

- a 1,300 metres of S1 (broken) centre line, followed by
- b 215 metres of BS (broken and unbroken) centre line, followed by
- c 550 metres of BB (unbroken) centre line, followed by
- d 215 metres of BS (broken and unbroken) centre line

CARRIED

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 14 March 2019**.

RP-11 CHURCH STREET - TIMED PARKING OUTSIDE WATERMARK APARTMENTS

Recommendation:

On the Motion of F Hoque and Dave McCann

That Traffic Committee recommends the use of standard R5-1-1 series signs, to be installed over a 37 metre length of kerb on the eastern side of Church Street, as per the diagram that is attached to the report, with the following words to be included on the sign:

2P
8:30am – 6pm

CARRIED

RP-12 PINE GULLY ROAD AND OLD NARRANDERA ROAD - OVERALL CONCEPT FOR INTERSECTIONS AND ROAD LENGTHS

Recommendation:

On the Motion of Dave McCann and F Hoque

That Traffic Committee recommends that the concept design for Pine Gully Road, from Estella Road to Old Narrandera Rd, and Old Narrandera Road, from Olympic Highway to west of Pine Gully Road that is attached to this report be adopted by Council.

CARRIED

RP-13 LAKE ALBERT ROAD - MARKED PARKING BAYS AT 276 TO 282

Recommendation:

On the Motion of Dave McCann and F Hoque

That Traffic Committee recommends that parallel parking bays at kerb on the western side of Lake Albert Road Koorlingal, at numbers 276 to 282, be marked using 'T' and 'L' shaped lines in accordance with the provisions of Australian Standard 1742 Part 11 Section 7.1, with the aim of maximising the utilisation of space that is available for on-street vehicle parking.

CARRIED

QUESTIONS/BUSINESS WITH NOTICE

No Questions/Business with Notice were received.

The Traffic Committee rose at 10.08am.

QUESTIONS/BUSINESS WITH NOTICE

CONFIDENTIAL REPORTS

CONF-1 RFT2019-17 CONCRETE WORKS

Author: Sylvester Otieno

Director: Caroline Angel

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: -

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

**CONF-2 RFT2019-29 ROAD REHABILITATION MUNDOWY LANE,
LOCKHART RD & OLD NARRANDERA RD**

Author: Sylvester Otieno
Director: Caroline Angel

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: -

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

CONF-3 RFT2019-28 PIPE NETWORK RELOCATION OF RISING MAIN

Author: Rupesh Shah
Director: Caroline Angel

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: -

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

CONF-4 POTENTIAL COUNCIL EVENT

Author: Dominic Kennedy

Director: Natalie Te Pohe

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: -

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

CONF-5 FARRER ROAD GAS PIPELINE RELOCATION

Author: David Butterfield

Director: Natalie Te Pohe

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: -

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

PRESENT

The Mayor, Councillor Greg Conkey OAM
Councillor Yvonne Braid OAM
Councillor Paul Funnell
Councillor Dan Hayes
Councillor Vanessa Keenan
Councillor Rod Kendall
Councillor Tim Koschel
Councillor Kerry Pascoe

IN ATTENDANCE

General Manager	(Mr P Thompson)
Director Finance	(Mrs N Te Pohe)
Director Community	(Mrs J Summerhayes)
Director Commercial Operations	(Ms C Angel)
Manager Audit, Risk & Governance	(Ms I Hensley)
Manager Executive Support	(Mr S Gray)
Manager Project Delivery	(Mr R Shah)
Manager Community Services	(Mrs M Scully)
Visitor Economy & Events Coordinator	(Mrs F Hamilton)
Land and Real Property Coordinator	(Mrs D Wright)
Communications & Engagement Officer	(Mr J Lang)
Governance Officer	(Ms B King)
Governance Administration Officer	(Mrs S Karpanen)

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.

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

No apologies were received.

LEAVE OF ABSENCE

Council note that a leave of absence was granted to Councillor D Tout for 25 March 2019 (inclusive) at the Ordinary Council Meeting 25 February 2019.

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 11 MARCH 2019

19/078 RESOLVED:

On the Motion of Councillors P Funnell and D Hayes

That the Minutes of the proceedings of the Ordinary Council Meeting held on 11 March 2019 be confirmed as a true and accurate record.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

Against the Motion

DECLARATIONS OF INTEREST

Councillor Funnell declared a Non-Significant, Non-Pecuniary Interest in RP-4 FINANCIAL PERFORMANCE REPORT AS AT 28 FEBRUARY 2019 the reason being that he is the Deputy Chairperson of the Riverina Water County Council and remained in the chamber during its consideration.

The Mayor Councillor G Conkey declared a Non-Significant, Non-Pecuniary Interest in CONF-3 MAJOR EVENTS, FESTIVALS AND FILMS SPONSORSHIP the reason being that he is a member of an organisation referred to in the body of the report and remained in the chamber during its consideration.

Councillor K Pascoe declared a Non-Significant, Non-Pecuniary Interest in CONF 3 MAJOR EVENTS, FESTIVALS AND FILMS SPONSORSHIP the reason being that he is a member of an organisation referred to in the body of the report and remained in the chamber during its consideration.

Councillor D Hayes declared a Non-Significant, Non-Pecuniary Interest in RP-1 RIVERINA MEDICAL SPECIALIST RECRUITMENT & RETENTION COMMITTEE the reason being that his employer is a member of this group but the funding does not go to his workplace and remained in the chamber during its consideration.

Councillor K Pascoe declared a Non-Significant, Non-Pecuniary Interest in RP-7 WAGGA WAGGA CITY COUNCIL CRIME PREVENTION WORKING GROUP as a family member is president of the Wagga Business Chamber which was raised as an amendment in the resolution, where at this time he vacated the chamber during its consideration.

PROCEDURAL MOTION - ENGLOBO

19/079 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That the standing orders be varied for the meeting as set out hereunder:

- **Items where councillors wish to speak**
- **Items where no councillors wish to speak**
- **Confidential**
- **Matter of urgency**
- **Closure of Meeting**

That RP-5, RP-6, RP-9, RP-10 and CONF-2 be adopted as recommended in the business papers.

CARRIED

REPORTS FROM STAFF

RP-1 RIVERINA MEDICAL SPECIALIST RECRUITMENT & RETENTION COMMITTEE

19/080 RESOLVED:

On the Motion of Councillors P Funnell and D Hayes

That Council:

- a provide \$10,000 (exclusive of GST) per annum to the Riverina Medical Specialist Recruitment and Retention Committee for three years from 2019/20 to 2021/22**
- b authorise the General Manager or their delegate to liaise with the Riverina Medical Specialist Recruitment and Retention Committee to update the existing Heads of Agreement**
- c review the commitment prior to the 2022/23 financial year**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes

Against the Motion

V Keenan
R Kendall
T Koschel
K Pascoe

RP-2 MEDICAL SCHOLARSHIP FUNDING REQUEST

19/081 RESOLVED:

On the Motion of Councillors P Funnell and R Kendall

That Council does not contribute to the Bush Bursary/CWA scholarship program.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

Against the Motion

RP-3 PAYROLL TAX CHANGES TO ENCOURAGE BUSINESS GROWTH AND SUPPORT EMPLOYMENT OF MATURE AGED WORKERS

19/082 RESOLVED:

On the Motion of Councillors R Kendall and T Koschel

That Council authorise the Mayor and General Manager to:

- a actively lobby the NSW government and the opposition to review existing payroll tax legislation to ensure the state, and especially the regions, are an attractive place for business to locate and thrive, and include the following key recommendations:**
 - i to reduce payroll taxes for businesses operating in regional areas to encourage relocation from congested cities to be in line with Victorian rates**
 - ii to remove payroll taxes for blue-collar workers above the age of 55**
 - iii write to the NSW Treasurer, Minister for Regional NSW and local member after the State Election in relation to the aforementioned.**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM

Against the Motion

G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

RP-4 FINANCIAL PERFORMANCE REPORT AS AT 28 FEBRUARY 2019

19/083 RESOLVED:

On the Motion of Councillors P Funnell and T Koschel

That Council:

- a approve the proposed 2018/19 budget variations for the month ended 28 February 2019 and note the balanced budget position as presented in this report**
- b provide financial assistance of the following amounts in accordance with Section 356 of the Local Government Act 1993:**
 - 1) Climate Action Wagga Group \$150.00**
 - 2) 4th Dimension Art Practice \$25.00**
- c 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**
- d note details of the external investments as at 28 February 2019 in accordance with section 625 of the Local Government Act 1993**
- e apply for bulk water supply rates for the LMC through the Riverina Water County Council and report the outcome back to Wagga City Council**
- f review options such as the installation of a water sub-metering system at the LMC to measure individual water usage to charge relevant users for their respective water consumption and report the outcome back to Council**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

Against the Motion

RP-5 NSW DEPARTMENT OF PLANNING & ENVIRONMENT - LOW COST LOANS INITIATIVE

19/084 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a note the update on the Low Cost Loans Initiative (LCLI) announced by NSW Environment & Planning**
- b note the delay in progressing with some projects proposed under the LCLI program**
- c adjust the timing of the projects in Council's Long Term Financial Plan as per the suggested timing documented in this report**
- d approve the change in funding source to Loan Borrowings for the projects identified in the report**
- e note that a variation to the funding agreement may be required, subject to the timing of the loan drawdowns and the interest rates provided at the time of the loan applications**
- f approve the interest subsidy being returned to the appropriate funding sources upon receipt**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

Against the Motion

RP-6 CROWN RESERVE MANAGEMENT

19/085 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a make application to the NSW Department of Industry – Crown Lands for appointment as Crown Land Manager for the following land parcels:**
 - i Lot 1 DP 535470, 1-9 Brunskill Road, Lake Albert**
 - ii Lot 7307 DP 1132470, O'Reilly Street, Wagga**
- b make application to the Minister administering the Crown Land Management Act 2016 to categorise Crown Reserves managed or proposed to be managed by Council as recommended by this report**
- c delegate authority to the General Manager or their delegate to execute any necessary documents on behalf of the Council**
- d authorise the affixing of Council's common seal to all relevant documents as required**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

Against the Motion

RP-7 WAGGA WAGGA CITY COUNCIL CRIME PREVENTION WORKING GROUP

A Motion was moved by Councillors D Hayes and V Keenan

That Council:

- a establish a Wagga Wagga City Council Crime Prevention Working Group
- b endorse the Wagga Wagga City Council Crime Prevention Working Group Terms of Reference as tabled with this report
- c invite the identified stakeholders outlined in the Terms of Reference document with the following additions to join as members to the Wagga Wagga City Council Crime Prevention Working Group
 - i one additional community representative under the age of 25
 - ii three Councillors in addition to the Mayor
- d advertise an expression of interest process to appoint three community members on to the Wagga Wagga City Council Crime Prevention Working Group

An AMENDMENT was moved by Councillor Y Braid OAM and Councillor P Funnell

That Council:

- a establish a Wagga Wagga City Council Crime Prevention Working Group
- b endorse the Wagga Wagga City Council Crime Prevention Working Group Terms of Reference as tabled with this report
- c invite the identified stakeholders outlined in the Terms of Reference document with the following additions to join as members to the Wagga Wagga City Council Crime Prevention Working Group
 - i one additional community representative under the age of 25
 - ii three Councillors in addition to the Mayor
 - iii one member from Neighbourhood Watch
 - iv one member from Wagga Business Chamber
- d advertise an expression of interest process to appoint three community members on to the Wagga Wagga City Council Crime Prevention Working Group

Councillor R Kendall signalled a foreshadowed Amendment to the Mayor.

Councillor K Pascoe vacated the chamber at this point due to the Business Chamber being included in the Motion, the time being 6.35pm

RECORD OF VOTING ON THE AMENDMENT

For the AMENDMENT

Against the AMENDMENT

Y Braid OAM

G Conkey OAM

P Funnell

D Hayes

V Keenan

R Kendall

T Koschel

The Amendment on being put to the meeting was LOST.

Councillor K Pascoe re-entered the chamber, the time being 6.50pm.

An AMENDMENT was moved by Councillor R Kendall and Councillor P Funnell

That Council:

- a establish a Wagga Wagga City Council Crime Prevention Working Group
- b endorse the Wagga Wagga City Council Crime Prevention Working Group Terms of Reference as tabled with this report
- c invite the identified stakeholders outlined in the Terms of Reference document with the following additions to join as members to the Wagga Wagga City Council Crime Prevention Working Group
 - i two additional community representatives with at least one under the age of 25 at the date of application
 - ii three Councillors in addition to the Mayor
- d advertise an expression of interest process to appoint the community members on to the Wagga Wagga City Council Crime Prevention Working Group

RECORD OF VOTING ON THE AMENDMENT

For the AMENDMENT

G Conkey OAM

P Funnell

D Hayes

V Keenan

R Kendall

T Koschel

K Pascoe

Against the AMENDMENT

Y Braid OAM

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

19/086 RESOLVED:

On the Motion of Councillors D Hayes and V Keenan

That Council:

- a establish a Wagga Wagga City Council Crime Prevention Working Group**
- b endorse the Wagga Wagga City Council Crime Prevention Working Group Terms of Reference as tabled with this report**
- c invite the identified stakeholders outlined in the Terms of Reference document with the following additions to join as members to the Wagga Wagga City Council Crime Prevention Working Group**
 - i two additional community representatives with at least one under the age of 25 at the date of application**

- ii **three Councillors in addition to the Mayor**
- d **advertise an expression of interest process to appoint the community members on to the Wagga Wagga City Council Crime Prevention Working Group**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

G Conkey OAM

P Funnell

D Hayes

V Keenan

R Kendall

T Koschel

K Pascoe

Against the Motion

Y Braid OAM

PROCEDURAL MOTION - WAGGA WAGGA CITY COUNCIL CRIME PREVENTION WORKING GROUP – COUNCILLOR NOMINATION

19/087 RESOLVED:

On the Motion of The Mayor, Councillor G Conkey OAM

That council elect three Councillors in addition to the Mayor to be on the Wagga Wagga City Council Crime Prevention Working Group.

CARRIED

Councillor P Funnell self-nominated.

Councillor T Koschel self-nominated.

Councillor K Pascoe self-nominated.

Councillors P Funnell, T Koschel and K Pascoe were elected as Councils representatives on the Wagga Wagga City Council Crime Prevention Working Group.

**RP-8 AFM STATEWIDE MUTUAL RISK MANAGEMENT SCHOLARSHIP
2018**

19/088 RESOLVED:

On the Motion of Councillors V Keenan and D Hayes

That Council:

- a endorse the attendance of Andrew Mason at the Infrastructure Resilience, Loss Prevention and Risk Management training course in Boston, USA, as part of a scholarship awarded by FM Global Insurance Group**
- b note that all costs of attending the training course are covered by a scholarship, with no cost to Council**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

Against the Motion

**RP-9 RESETTING OF CAPITAL WORKS PROGRAM FOR 2018/19 AND
PROPOSED CAPITAL WORKS PROGRAM FOR 2019/20**

19/089 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a note the contents of the report**
- b approve the reset Capital Works Program for 2018/19, including the proposed budget variations**
- c approve the proposed Capital Works Program for 2019/20, including the proposed adjustments to the long term financial plan**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall

Against the Motion

T Koschel
K Pascoe

RP-10 RESPONSE TO QUESTIONS/BUSINESS WITH NOTICE

19/090 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council receive and note the report.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

Against the Motion

QUESTIONS/BUSINESS WITH NOTICE

The following questions/business with notice will be addressed in the next available business paper:

1. Councillors P Funnell, R Kendall and The Mayor, Councillor G Conkey OAM congratulated the Local Member for Wagga Wagga Dr Joe McGirr on his recent election and look forward to working with him in the future.
2. Councillor P Funnell thanked staff for actioning his request for ramp access located at the Victory Memorial Gardens which was raised at the previous Council Meeting.
3. Councillor R Kendall requested that Council facilitate a workshop to prepare a list of Wagga Wagga electorate priorities to be presented to the Member for Wagga Wagga Dr Joe McGirr.
5. The Mayor, Councillor G Conkey OAM thanked staff for their involvement at the following events at a Council function held Friday, 22 March 2019:
 - Touch NSW Carnival
 - Wagga Wagga Mardi Gras Parade
 - Candlelight Night Vigil for the 50 innocent lives lost in Christchurch, New Zealand which was held at the Victory Memorial Gardens. The Mayor noted that a booklet of condolences received on the night will be prepared for the community along with a message from himself and Local Member for Wagga, which will be forwarded to the Mayor of Christchurch.

CLOSED COUNCIL

19/091 RESOLVED:

On the Motion of Councillors D Hayes and V Keenan

That the Council now resolve itself into a Closed Council, the time being 7.07pm.

CARRIED

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

CONFIDENTIAL REPORTS

CONF-1 LOAN FACILITY - REFINANCING OF EXISTING LOANS

19/092 RESOLVED:

On the Motion of Councillors P Funnell and D Hayes

That Council defer consideration of LOAN FACILITY - REFINANCING OF EXISTING LOANS pending a further investigation into facilities and funding options.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

Against the Motion

CONF-2 RFT2019-27 NATURAL GAS SUPPLY TO OASIS REGIONAL AQUATIC CENTRE

19/093 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a accepts the offer of Origin Energy LGP Pty Ltd (ABN: 77 000 508 369) for the supply of natural gas to the Oasis Regional Aquatic Centre at the rate submitted with their offer for a one-year contract period with an option to extend for a further 12 months**
- b authorises the General Manager or their delegate to enter into a contract with Origin Energy LGP Pty Ltd (ABN: 77 000 508 369) for the supply of natural gas to the Oasis Regional Aquatic Centre at the rate submit**
- c authorises the affixing of Council's Common Seal to all relevant documents as required**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

Against the Motion

CONF-3 MAJOR EVENTS, FESTIVALS AND FILMS SPONSORSHIP

19/094 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a authorise the General Manager or their delegate to enter into an agreement to sponsor the following events through the 2018/19 Major Events Sponsorship budget:**
 - i Pink Salt Production's Salty Lemon Festival to the amount of \$15,000**
 - ii Classic and Historic Automobile Club of Australia's Wagga Swap Meet to the amount of \$10,000**
 - iii ReAqua's Renewables in Agriculture Conference to the amount of \$4,500**
 - iv Agricultural Societies Council of NSW Next Generation's ShowSkills Seminar and ShowAll Ball to the amount of \$3,000**

- b advise all applicants of outcomes in writing**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Against the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

CONF-4 BOTANIC GARDENS RESTAURANT AND CAFE - EXPRESSION OF INTEREST

19/095 RESOLVED:

On the Motion of Councillors V Keenan and D Hayes

That Council:

- a advertise the Botanic Gardens restaurant and café for leasing via an Expression of Interest process**
- b endorse the selection criteria identified in the body of this report ensuring that amendments are made to support applications from the broader industry groups, noting that Council may be willing to consider a co-contribution to proposed fit-outs that are then recouped over the lease term**
- c receive a further report at the conclusion of the Expression of Interest process**
- d receive a further report regarding the final financial impact on the 2018/19 financial year budget result**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Against the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe

REVERSION TO OPEN COUNCIL

19/096 RESOLVED:

On the Motion of Councillors V Keenan and D Hayes

That this meeting of the Closed Council revert to an open meeting of the Council, the time being 7.31pm

CARRIED

THIS COMPLETED THE BUSINESS OF THE COUNCIL MEETING WHICH ROSE AT 7.34pm.

.....
MAYOR