

AGENDA AND BUSINESS PAPER

Ordinary Meeting of Council

**To be held on
MONDAY
30 MARCH 2020
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 30 March 2020 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**

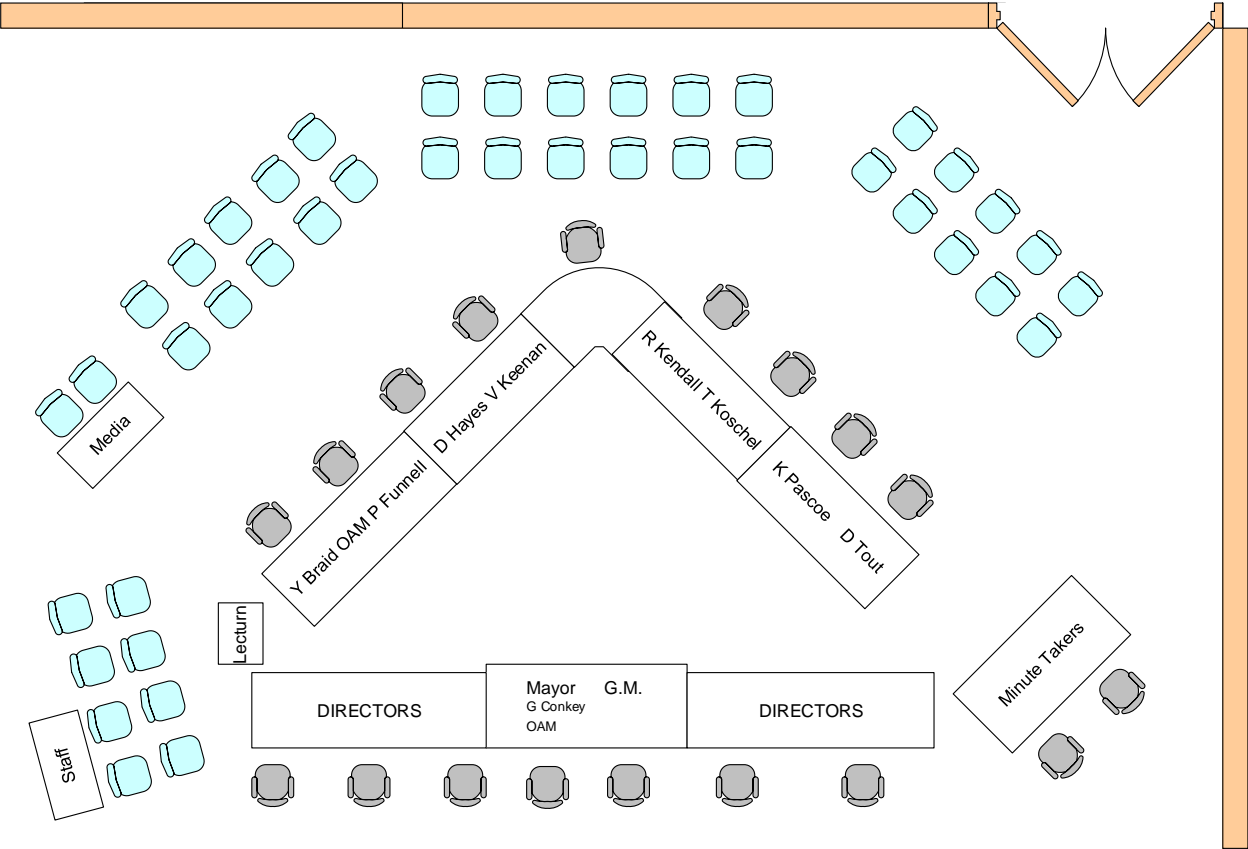


**Councillor Kerry
Pascoe**

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 30 MARCH 2020

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PRAYER

ACKNOWLEDGEMENT OF COUNTRY

APOLOGIES

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 16 MARCH 2020

Recommendation

That the Minutes of the proceedings of the Ordinary Council Meeting held on 16 March 2020 be confirmed as a true and accurate record.

Attachments

1   Minutes - Ordinary Council Meeting - 16 March 2020 66

DECLARATIONS OF INTEREST

REPORTS FROM STAFF

RP-1 FINANCIAL PERFORMANCE REPORT AS AT 29 FEBRUARY 2020

Author: Carolyn Rodney

Director: Natalie Te Pohe

Summary: This report is for Council to consider and approve the proposed 2019/20 budget variations required to manage the 2019/20 budget and Long Term Financial Plan, and details Council's external investments and performance as at 29 February 2020.

Recommendation

That Council:

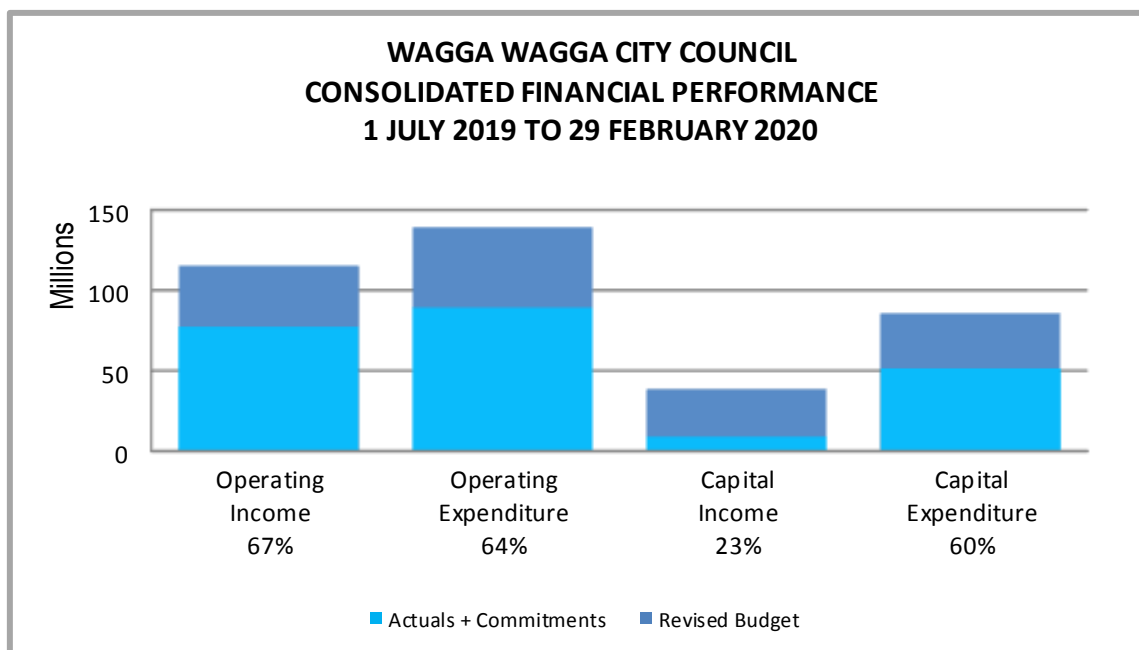
- a approve the proposed 2019/20 budget variations for the month ended 29 February 2020 and note the forecasted balanced budget position presented
- b note the Responsible Accounting Officer's reports, in accordance with the Local Government (General) Regulation 2005 (Part 9 Division 3: Clause 203) that the financial position of Council is satisfactory having regard to the original estimates of income and expenditure and the recommendations made above
- c note the details of the external investments as at 29 February 2020 in accordance with section 625 of the Local Government Act 1993

Report

Wagga Wagga City Council (Council) forecasts a balanced budget position as at 29 February 2020. Proposed budget variations are detailed in this report for Council's consideration and adoption.

Council has experienced a negative monthly investment performance for the month of February when compared to budget (\$118,182 down on monthly budget). This is mainly to a negative return from Council's TCorp Long Term Growth fund, with the fund down -3.55% (or -\$59,012) for the month.

Key Performance Indicators



OPERATING INCOME

Total operating income is 67% of approved budget, which is on budget for the end of February (this percentage excludes capital grants and contributions). An adjustment has been made to reflect the levy of rates that occurred at the start of the financial year. Excluding this adjustment, operating income received is 87%.

OPERATING EXPENSES

Total operating expenditure is 64% of approved budget and is tracking within budget for the full financial year.

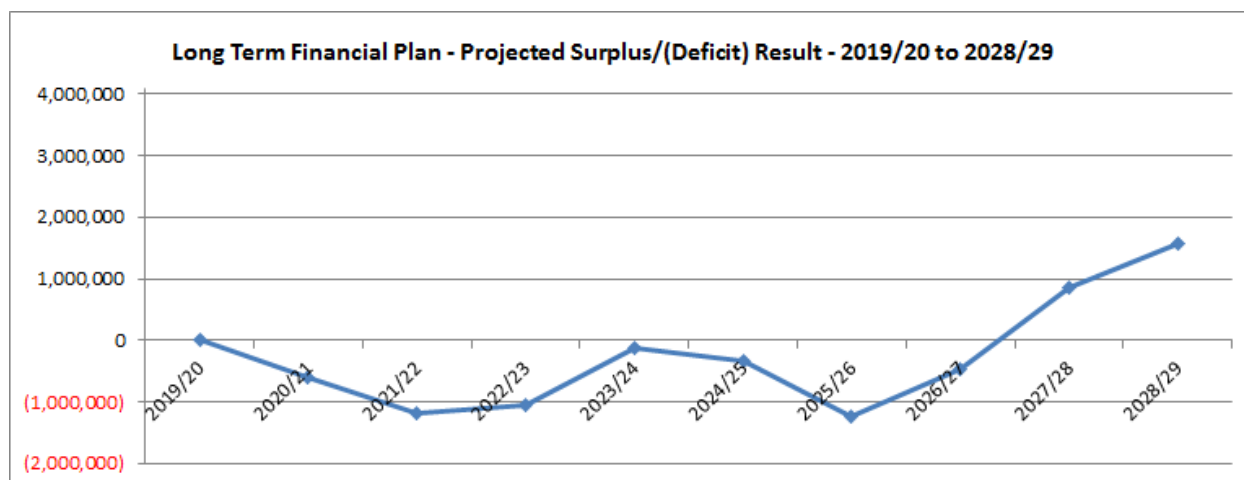
CAPITAL INCOME

Total capital income is 23% of approved budget. It is important to note that the actual income from capital is influenced by the timing of the receipt of capital grants and contributions relating to projects. This income also includes the sale of property, plant and equipment.

CAPITAL EXPENDITURE

Total capital expenditure including commitments is 60% of approved budget (including 'Potential Projects'). Excluding 'Potential Projects' budgets, the capital expenditure including commitments is 66% of approved budget.

CURRENT LONG TERM FINANCIAL PLAN – PROJECTED SURPLUS/ (DEFICIT) BUDGET POSITION*



*The Long Term Financial Plan 10 year Surplus/(Deficit) budgets as presented in this graph, are based on the current adopted budget. It does not include any proposed adjustments for the draft 2021/30 LTFP, which will be presented to Council to go on public exhibition in April 2020.

WAGGA WAGGA CITY COUNCIL STATEMENT OF FINANCIAL PERFORMANCE 1 JULY 2019 TO 29 FEBRUARY 2020							
CONSOLIDATED STATEMENT							
	ORIGINAL BUDGET 2019/20	BUDGET ADJ 2019/20	APPROVED BUDGET 2019/20	YTD ACTUAL EXCL COMMT'S 2019/20	COMMT'S 2019/20	YTD ACTUAL + COMMT'S 2019/20	YTD % OF BUD
Revenue							
Rates & Annual Charges	(69,736,893)	(63,636)	(69,800,529)	(46,548,030)	0	(46,548,030)	67%
User Charges & Fees	(28,440,057)	(69,500)	(28,509,557)	(18,287,410)	0	(18,287,410)	64%
Interest & Investment Revenue	(3,774,001)	0	(3,774,001)	(2,448,395)	0	(2,448,395)	65%
Other Revenues	(3,053,633)	(275,937)	(3,329,570)	(2,703,419)	0	(2,703,419)	81%
Operating Grants & Contributions	(14,280,296)	4,365,943	(9,914,354)	(7,273,432)	0	(7,273,432)	73%
Capital Grants & Contributions	(56,263,733)	21,094,648	(35,169,085)	(8,358,857)	0	(8,358,857)	24%
Total Revenue	(175,548,613)	25,051,518	(150,497,095)	(85,619,543)	0	(85,619,543)	57%
Expenses							
Employee Benefits & On-Costs	46,012,119	(63,200)	45,948,419	29,502,624	60,843	29,563,467	64%
Borrowing Costs	3,587,823	(264,964)	3,322,860	1,547,138	0	1,547,138	47%
Materials & Contracts	32,357,210	9,406,631	41,764,341	21,339,868	6,785,168	28,125,036	67%
Depreciation & Amortisation	34,843,073	0	34,843,073	23,228,715	0	23,228,715	67%
Other Expenses	13,015,295	199,811	13,215,106	6,655,551	53,976	6,709,527	51%
Total Expenses	129,815,520	9,278,278	139,093,798	82,273,897	6,899,987	89,173,884	64%
Net Operating (Profit)/Loss	(45,733,093)	34,329,796	(11,403,297)	(3,345,647)	6,899,987	3,554,340	
Net Operating (Profit)/Loss before Capital Grants & Contributions	10,530,640	13,235,148	23,765,788	5,013,210	6,899,987	11,913,197	
Capital / Reserve Movements							
Capital Exp - Renewals	34,034,738	6,234,030	43,558,675	17,503,741	9,037,859	26,541,600	61%
Capital Exp - New Projects	42,696,132	(21,690,212)	30,259,289	7,800,904	14,592,270	22,393,174	74%
Capital Exp - Project Concepts	38,364,925	(17,300,615)	8,521,033	209,986	1,799	211,785	2%
Loan Repayments	3,380,744	(21,035)	3,359,708	2,253,829	0	2,253,829	67%
New Loan Borrowings	(21,222,532)	1,887,999	(19,334,533)	0	0	0	0%
Sale of Assets	(1,502,910)	(1,745,414)	(3,248,324)	(541,067)	0	(541,067)	17%
Net Movements Reserves	(15,174,931)	(1,694,548)	(16,869,479)	0	0	0	0%
Total Cap/Res Movements	80,576,166	(34,329,796)	46,246,370	27,227,393	23,631,928	50,859,321	

	ORIGINAL BUDGET 2019/20	BUDGET ADJ 2019/20	APPROVED BUDGET 2019/20	YTD ACTUAL EXCL COMMIT'S 2019/20	COMMIT'S 2019/20	YTD ACTUAL + COMMIT'S 2019/20	YTD % OF BUD
Net Result after Depreciation	34,843,073	(0)	34,843,073	23,881,746	30,531,915	54,413,661	
Add back Depreciation Expense	34,843,073	0	34,843,073	23,228,715	0	23,228,715	67%
Cash Budget (Surplus)/Deficit	0	0	0	653,031	30,531,915	31,184,946	

Revised Budget Result - Surplus/(Deficit)	\$'000s
Original 2019/20 Budget Result as adopted by Council	\$0
Total Budget Variations approved to date	\$0
Budget Variations for February 2020	\$0
Proposed Revised Budget result for 29 February 2020	\$0

The proposed Budget Variations to 29 February 2020 are listed below:

Budget Variation	Amount	Funding Source	Net Impact Fav/ (Unfav)
1 – Community Leadership and Collaboration			
Traineeships Sponsorships	\$1K	Traineeships Labour Hire (\$1K)	Nil
As part of Council's commitment to Vocational Education and Training (VET) and its own trainees and apprentices, Council officers are recommending sponsorship to the value of \$600 for the 2019 NSW Training Awards. The Riverina Murray Presentation Evening is an important element in demonstrating our commitment to further education for our staff and the importance of VET in the community. There will be 2 complimentary tickets provided as part of the sponsorship and it is suggested that one council staff member and one councillor attend the event and represent Council. It is proposed to support the event for 3 years and the variation be funded from existing traineeships budgets.			
Maxwell RFS Toilet	\$28K	Rural Fire Service Contribution (\$28K)	
Initial funding advice has been received from the Rural Fire Service (RFS) for the installation of a stand-alone self-contained toilet at the Maxwell Rural Fire Station. Estimated completion: 30 June 2020			

Budget Variation	Amount	Funding Source	Net Impact Fav/ (Unfav)
5 – The Environment			
Koorungal Road Urban Asphalt	\$175K	Urban Asphalt (\$85K) Pavement Rehabilitation (\$90K)	Nil
Council is undertaking works to construct the Equex Koorungal Road exit. As part of this project, it is agreed to improve the quality of the 100m segment of Koorungal Road at the intersection with Parson Street by removing the existing railway track and reinstate the pavement with 200mm thick asphalt mix. It is proposed to fund the required works from existing Urban Asphalt and Pavement Rehabilitation Roads budgets. Estimated Completion: 30 June 2020			
Stormwater Asset Revaluation	\$78K	Stormwater Levy Reserve (\$78K)	
Council is required to undertake asset revaluations on a rolling 3-5-year schedule. This is a requirement of the Office of Local Governments Code of Accounting Practice and the valuation needs to comply with the relevant Accounting Standards. For the 2019/20 financial year, Council is required to undertake valuations for its Stormwater Network. To perform this valuation Council requires the assistance of an asset management consultant to guide and lead internal staff through the process. It is proposed to fund the engagement of the consultant from the Stormwater Levy Reserve as permitted under Section 5.7 of the guidelines. Estimated Completion: 30 June 2020			
Koorungal/ Narrung STP PFAS Testing	\$40K	Sewer Reserve (\$40K)	Nil
In order to continue beneficial reuse of biosolids produced at Narrung Street and Koorungal Sewage Treatment Plants monthly testing for perfluoroalkyl and polyfluoroalkyl substances (PFAS) must now occur. The PFAS test results will be included in the monthly Biosolids Reuse Report. The expense of PFAS testing is not included in the Design Build Operate (DBO) Contract between Council and Downer Australia Pty Ltd. To demonstrate due diligence Council is required to fund the PFAS testing at an estimated \$40K per annum. It is proposed to fund the variation from the Sewer Reserve.			
SURPLUS/(DEFICIT)			\$0K

Current Restrictions

RESERVES SUMMARY					
29 FEBRUARY 2020					
	CLOSING BALANCE 2018/19	ADOPTED RESERVE TRANSFERS 2019/20	BUDGET VARIATIONS APPROVED UP TO COUNCIL MEETING 24.2.2020	PROPOSED CHANGES for Council Resolution	REVISED BALANCE
Externally Restricted					
Developer Contributions - Section 7.11	(23,836,289)	3,427,074	(5,794,902)		(26,204,116)
Developer Contributions - Section 7.12	97,487	(32,500)	134,012		198,999
Developer Contributions – S/Water DSP S64	(6,551,347)	2,579,329	(1,276,930)		(5,248,947)
Sewer Fund	(31,115,819)	155,636	6,190,376	40,000	(24,729,807)
Solid Waste	(21,521,767)	2,164,970	(1,836,399)		(21,193,196)
Specific Purpose Grants	(4,044,299)	0	4,044,299		0
SRV Levee	(3,853,286)	(3,211)	1,708,696		(2,147,801)
Stormwater Levy	(3,699,109)	2,758,808	(2,276,703)	78,000	(3,139,004)
Total Externally Restricted	(94,524,428)	11,050,106	892,450	118,000	(82,463,872)
Internally Restricted					
Airport	(442,321)	(522,440)	(54,281)		(1,019,042)
Art Gallery	(33,971)	(6,865)	0		(40,836)
Ashmont Community Facility	(7,500)	(1,500)	0		(9,000)
Bridge Replacement	(601,972)		0		(601,972)
CBD Carparking Facilities	(884,968)	110,302	666,796		(107,870)
CCTV	(84,476)	18,000	0		(66,476)
Cemetery Perpetual	(107,717)	(133,730)	16,519		(224,928)
Cemetery	(448,951)	110,164	(47,707)		(386,494)
Civic Theatre Operating	(125,471)	8,327	29,240		(87,904)
Civic Theatre Technical Infrastructure	(82,706)	10,000	65,000		(7,706)
Civil Projects	(155,883)	24,000	(10,133)		(142,016)
Community Amenities	(76,763)	(214,928)	25,000		(266,691)
Community Works	(86,412)	(32,217)	63,020		(55,609)
Council Election	(343,408)	(83,163)	0		(426,571)
Economic Development	(500,000)	(80,000)	90,000		(490,000)
Emergency Events	(191,160)	(50,000)	90,420		(150,740)
Employee Leave Entitlements	(3,585,224)		0		(3,585,224)
Environmental Conservation	(115,206)		(42,725)		(157,931)
Estella Community Centre	(230,992)		0		(230,992)
Family Day Care	(245,192)	93,442	0		(151,750)
Fit for the Future	(1,785,102)	266,703	(3,054,537)		(4,572,935)
Generic Projects Saving	(816,377)	20,000	31,130		(765,248)
Glenfield Community Centre	(21,704)	(2,000)	0		(23,704)
Grants Commission	(5,256,259)		5,256,259		0
Grassroots Cricket	(70,992)		0		(70,992)
Gravel Pit Restoration	(797,002)		3,546		(793,456)

RESERVES SUMMARY

29 FEBRUARY 2020

	CLOSING BALANCE 2018/19	ADOPTED RESERVE TRANSFERS 2019/20	BUDGET VARIATIONS APPROVED UP TO COUNCIL MEETING 24.2.2020	PROPOSED CHANGES for Council Resolution	REVISED BALANCE
Gurwood Street Property	(50,454)		0		(50,454)
Hampden Bridge	(107,198)		107,198		0
Information Services	(775,938)	(222,792)	222,315		(776,415)
Infrastructure Replacement	(335,497)	(30,192)	0		(365,689)
Insurance Variations	(100,246)		0		(100,246)
Internal Loans	(660,754)	260,962	(1,910,123)		(2,309,915)
Lake Albert Improvements	(28,338)	(21,515)	(158,608)		(208,461)
LEP Preparation	(2,667)		0		(2,667)
Livestock Marketing Centre	(3,311,635)	972,792	(2,618,629)		(4,957,471)
Museum Acquisitions	(39,378)		0		(39,378)
Oasis Building Renewal	(320,759)	65,000	28,529		(227,230)
Oasis Plant	(1,239,132)	857,486	(441,652)		(823,298)
Office Equipment/Building Projects	(159,030)		156,530		(2,500)
Parks & Recreation Projects	(206,102)	30,148	75,954		(100,000)
Planning Legals	0	(40,000)	0		(40,000)
Plant Replacement	(3,550,033)	660,253	1,055,919		(1,833,861)
Playground Equipment Replacement	(95,290)	(165,727)	0		(261,017)
Project Carryovers	(2,453,184)	518,327	1,934,858		0
Public Art	(198,922)	30,300	45,594		(123,028)
Robertson Oval Redevelopment	(92,151)		0		(92,151)
Senior Citizens Centre	(17,627)	(2,000)	0		(19,627)
Sister Cities	(46,328)	(10,000)	0		(56,328)
Sporting Event Attraction	(169,421)		110,000		(59,421)
Sporting Event Operational	(100,000)		0		(100,000)
Stormwater Drainage	(158,242)	(100,000)	50,000		(208,242)
Strategic Real Property	0		(395,000)		(395,000)
Street Lighting Replacement	(56,549)		43,288		(13,261)
Subdivision Tree Planting	(702,868)	(20,000)	90,000		(632,868)
Sustainable Energy	(527,244)	389,333	(43,545)		(181,456)
Unexpended External Loans	(431,337)		36,485		(394,852)
Workers Compensation	(93,251)		(133,461)		(156,712)
Total Internally Restricted	(33,127,305)	2,706,471	1,383,198	0	(29,037,637)
Total Restricted	(127,651,734)	13,756,577	2,275,648	118,000	(111,501,509)
Total Unrestricted	(5,725,794)	0	0	0	(5,725,794)
Total Cash, Cash Equivalents and Investments	(133,377,528)	13,756,577	2,275,648	118,000	(117,227,303)

Investment Summary as at 29 February 2020

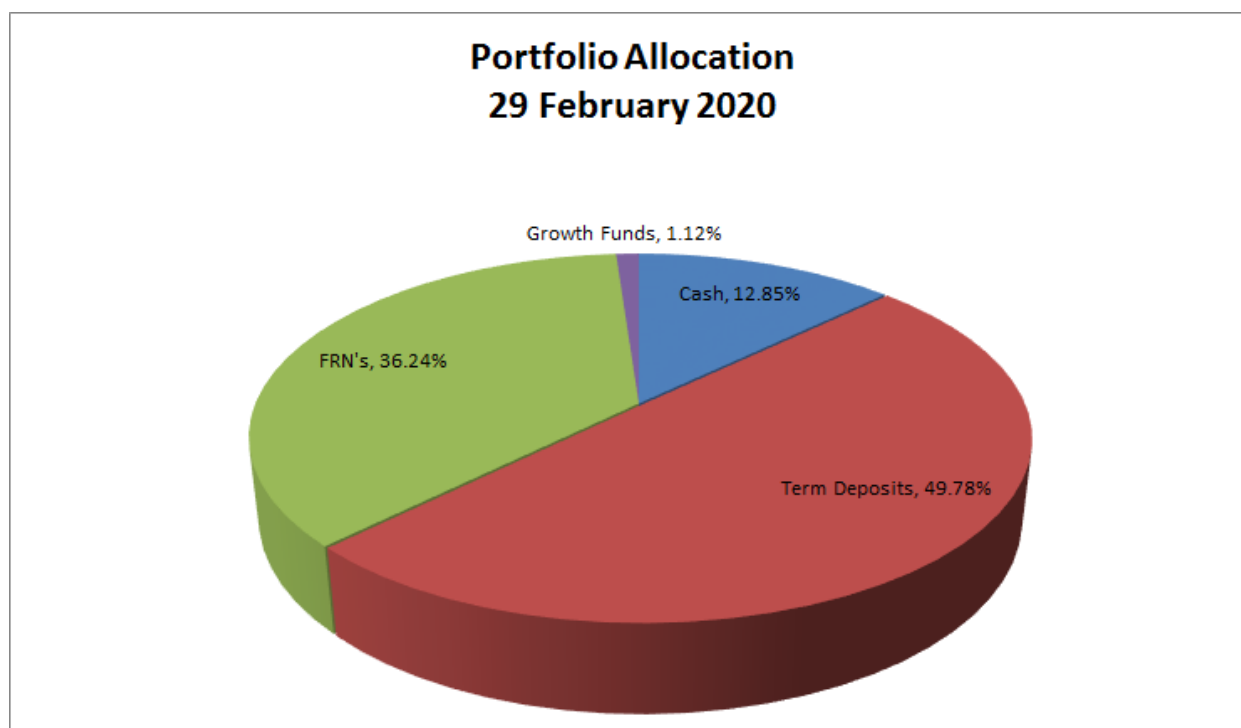
In accordance with Regulation 212 of the *Local Government (General) Regulation 2005*, details of Wagga Wagga City Council's external investments are outlined below:

Institution	Rating	Closing Balance Invested 31/01/2020 \$	Closing Balance Invested 29/02/2020 \$	February EOM Current Yield %	February EOM % of Portfolio	Investment Date	Maturity Date	Term (mths)
Short Term Deposits								
AMP	BBB+	2,000,000	2,000,000	2.10%	1.40%	2/12/2019	1/06/2020	6
AMP	BBB+	1,000,000	1,000,000	2.00%	0.70%	13/11/2019	11/05/2020	6
AMP	BBB+	1,000,000	1,000,000	2.10%	0.70%	2/12/2019	1/06/2020	6
MyState	BBB	1,000,000	1,000,000	2.75%	0.70%	1/04/2019	1/04/2020	12
NAB	AA-	1,000,000	1,000,000	1.67%	0.70%	28/08/2019	3/03/2020	6
ICBC	A	1,000,000	1,000,000	1.67%	0.70%	29/08/2019	28/08/2020	12
NAB	AA-	2,000,000	2,000,000	1.65%	1.40%	30/08/2019	6/03/2020	6
Macquarie Bank	A+	2,000,000	2,000,000	1.75%	1.40%	2/09/2019	2/03/2020	6
NAB	AA-	1,000,000	1,000,000	1.70%	0.70%	10/09/2019	11/05/2020	8
Total Short Term Deposits		12,000,000	12,000,000	1.91%	8.41%			
At Call Accounts								
NAB	AA-	255,734	1,308,795	0.75%	0.92%	N/A	N/A	N/A
CBA	AA-	1,523,952	2,034,934	0.75%	1.43%	N/A	N/A	N/A
CBA	AA-	11,971,261	14,988,976	1.60%	10.51%	N/A	N/A	N/A
Total At Call Accounts		13,750,948	18,332,705	1.44%	12.85%			
Medium Term Deposits								
RaboBank	A+	1,000,000	1,000,000	3.16%	0.70%	5/06/2017	6/06/2022	60
BOQ	BBB+	2,000,000	2,000,000	3.10%	1.40%	7/07/2017	7/07/2020	36
AMP	BBB+	2,000,000	0	0.00%	0.00%	2/08/2018	3/02/2020	18
Rabobank	A+	1,000,000	1,000,000	3.20%	0.70%	25/08/2016	25/08/2021	60
Westpac	AA-	3,000,000	3,000,000	1.99%	2.10%	10/03/2017	10/03/2022	60
Auswide	BBB	2,000,000	2,000,000	2.95%	1.40%	5/10/2018	6/10/2020	24
BOQ	BBB+	2,000,000	2,000,000	3.35%	1.40%	3/01/2018	4/01/2022	48
Police Credit Union	NR	2,000,000	2,000,000	3.05%	1.40%	29/10/2018	29/10/2020	24
Australian Military Bank	BBB+	1,000,000	1,000,000	2.95%	0.70%	29/05/2018	29/05/2020	24
BOQ	BBB+	1,000,000	1,000,000	3.50%	0.70%	1/06/2018	1/06/2022	48
Westpac	AA-	2,000,000	2,000,000	3.02%	1.40%	28/06/2018	28/06/2021	36
Westpac	AA-	2,000,000	2,000,000	2.88%	1.40%	28/06/2018	29/06/2020	24
ING Bank	A	2,000,000	2,000,000	2.86%	1.40%	16/08/2018	17/08/2020	24
BOQ	BBB+	3,000,000	3,000,000	3.25%	2.10%	28/08/2018	29/08/2022	48
ING Bank	A	3,000,000	3,000,000	2.85%	2.10%	30/08/2018	14/09/2020	24
P&N Bank	BBB	1,000,000	1,000,000	3.10%	0.70%	16/10/2018	18/10/2021	36
Westpac	AA-	2,000,000	2,000,000	3.05%	1.40%	13/11/2018	15/11/2021	36
Police Credit Union	NR	1,000,000	1,000,000	3.07%	0.70%	20/11/2018	20/11/2020	24
P&N Bank	BBB	1,000,000	1,000,000	3.30%	0.70%	20/11/2018	21/11/2022	48
ING Bank	A	2,000,000	2,000,000	2.93%	1.40%	29/11/2018	30/11/2020	24
NAB	AA-	2,000,000	2,000,000	3.01%	1.40%	30/11/2018	30/11/2021	36
Bendigo-Adelaide	BBB+	1,000,000	1,000,000	3.25%	0.70%	30/11/2018	30/11/2022	48
CUA	BBB	2,000,000	2,000,000	3.02%	1.40%	5/12/2018	7/12/2020	24
Newcastle Permanent	BBB	2,000,000	2,000,000	3.05%	1.40%	8/02/2019	8/02/2022	36
ING Bank	A	1,000,000	1,000,000	2.82%	0.70%	22/02/2019	22/02/2021	24
Newcastle Permanent	BBB	2,000,000	2,000,000	2.70%	1.40%	23/04/2019	26/04/2022	36
BoQ	BBB+	1,000,000	1,000,000	2.40%	0.70%	22/05/2019	23/05/2022	36

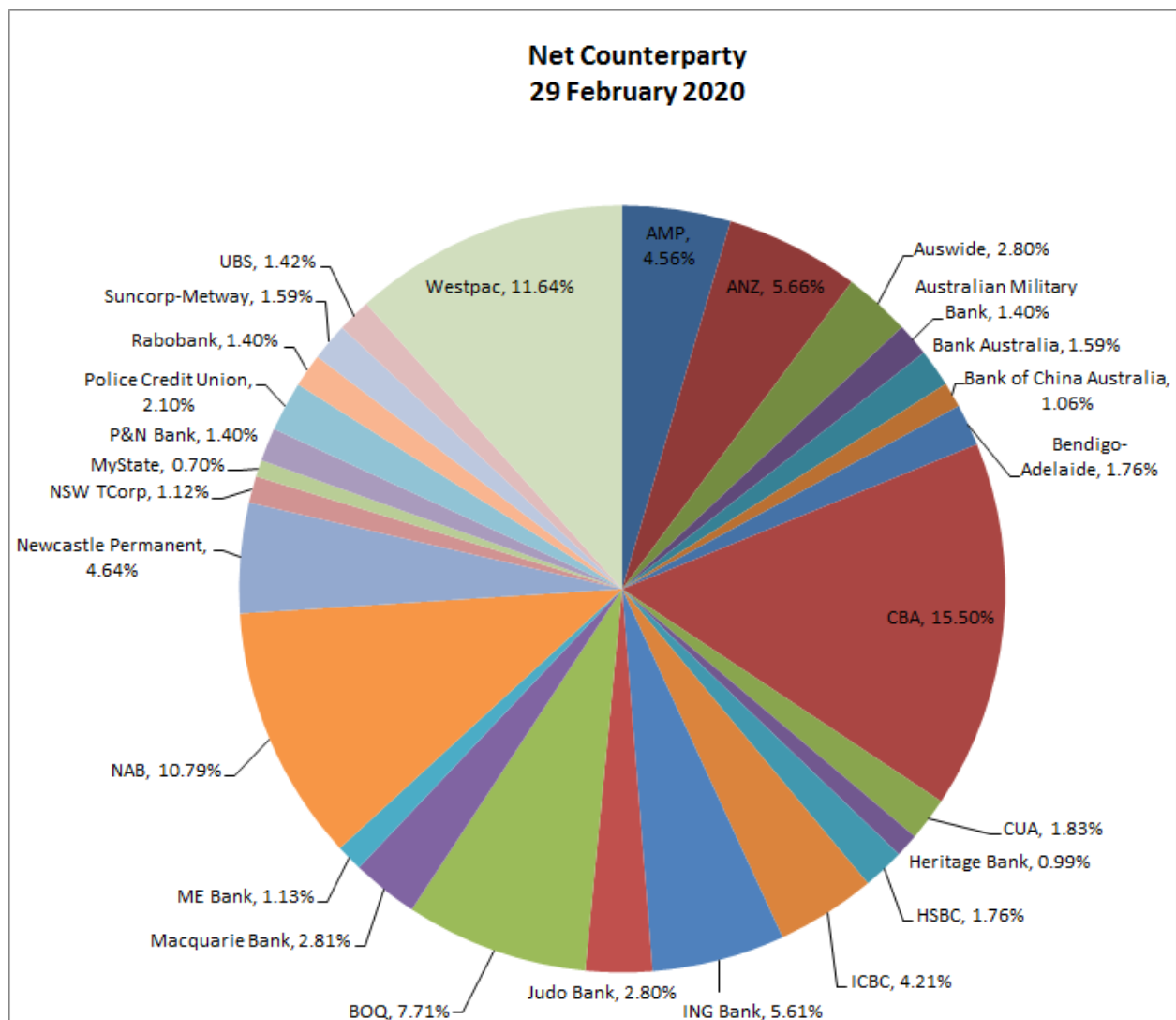
Institution	Rating	Closing Balance Invested 31/01/2020 \$	Closing Balance Invested 29/02/2020 \$	February EOM Current Yield %	February EOM % of Portfolio	Investment Date	Maturity Date	Term (mths)
BoQ	BBB+	1,000,000	1,000,000	2.15%	0.70%	8/07/2019	10/07/2023	48
Judo Bank	NR	1,000,000	1,000,000	2.30%	0.70%	16/07/2019	16/07/2021	24
Auswide	BBB	1,000,000	1,000,000	1.95%	0.70%	12/08/2019	12/08/2022	36
Judo Bank	NR	1,000,000	1,000,000	2.15%	0.70%	20/08/2019	19/08/2021	24
Australian Military Bank	BBB+	1,000,000	1,000,000	1.76%	0.70%	20/08/2019	20/08/2021	24
Judo Bank	NR	1,000,000	1,000,000	1.90%	0.70%	10/09/2019	9/09/2022	36
Auswide	BBB	1,000,000	1,000,000	1.72%	0.70%	3/10/2019	4/10/2022	36
ICBC	A	2,000,000	2,000,000	2.03%	1.40%	6/11/2019	6/11/2024	60
ICBC	A	2,000,000	2,000,000	1.83%	1.40%	28/11/2019	28/11/2024	60
Judo Bank	NR	1,000,000	1,000,000	2.20%	0.70%	5/12/2019	3/12/2021	24
ICBC	A	1,000,000	1,000,000	1.75%	0.70%	6/01/2020	8/01/2024	48
BOQ	BBB+	0	1,000,000	2.00%	0.70%	28/02/2020	28/02/2025	60
Total Medium Term Deposits		60,000,000	59,000,000	2.72%	41.37%			
Floating Rate Notes - Senior Debt								
AMP	BBB+	1,006,441	1,002,824	BBSW + 135	0.70%	24/05/2016	24/05/2021	60
Suncorp-Metway	A+	1,011,883	1,008,935	BBSW + 97	0.71%	16/08/2017	16/08/2022	60
NAB	AA-	2,020,687	0	0.00%	0.00%	10/11/2017	10/02/2023	63
Bendigo-Adelaide	BBB+	503,179	504,563	BBSW + 105	0.35%	25/01/2018	25/01/2023	60
Newcastle Permanent	BBB	1,524,292	1,519,739	BBSW + 140	1.07%	6/02/2018	6/02/2023	60
Westpac	AA-	2,019,854	2,021,851	BBSW + 83	1.42%	6/03/2018	6/03/2023	60
UBS	A+	2,015,214	2,018,940	BBSW + 90	1.42%	8/03/2018	8/03/2023	60
Heritage Bank	BBB+	1,411,425	1,413,439	BBSW + 123	0.99%	29/03/2018	29/03/2021	36
ME Bank	BBB	1,610,205	1,613,270	BBSW + 127	1.13%	17/04/2018	16/04/2021	36
ANZ	AA-	2,028,216	2,020,818	BBSW + 90	1.42%	9/05/2018	9/05/2023	60
NAB	AA-	2,026,898	2,019,601	BBSW + 90	1.42%	16/05/2018	16/05/2023	60
CBA	AA-	2,030,222	2,023,042	BBSW + 93	1.42%	16/08/2018	16/08/2023	60
Bank Australia	BBB	757,199	754,345	BBSW + 130	0.53%	30/08/2018	30/08/2021	36
CUA	BBB	606,602	607,647	BBSW + 125	0.43%	6/09/2018	6/09/2021	36
AMP	BBB+	1,501,885	1,505,192	BBSW + 108	1.06%	10/09/2018	10/09/2021	36
NAB	AA-	2,025,383	2,027,483	BBSW + 93	1.42%	26/09/2018	26/09/2023	60
Bendigo-Adelaide	BBB+	1,006,169	1,008,076	BBSW + 101	0.71%	19/10/2018	19/01/2022	39
CBA	AA-	3,057,630	3,061,077	BBSW + 113	2.15%	11/01/2019	11/01/2024	60
Westpac	AA-	3,056,403	3,060,611	BBSW + 114	2.15%	24/01/2019	24/04/2024	63
ANZ	AA-	2,554,660	2,543,143	BBSW + 110	1.78%	8/02/2019	8/02/2024	60
NAB	AA-	2,035,781	2,027,829	BBSW + 104	1.42%	26/02/2019	26/02/2024	60
Bank of China Australia	A	1,506,774	1,511,450	BBSW + 100	1.06%	17/04/2019	17/10/2022	42
Westpac	AA-	2,528,245	2,520,608	BBSW + 88	1.77%	16/05/2019	16/08/2024	63
Suncorp-Metway	A+	1,248,637	1,252,058	BBSW + 78	0.88%	30/07/2019	30/07/2024	60
ANZ	AA-	2,012,360	2,006,085	BBSW + 77	1.41%	29/08/2019	29/08/2024	60
HSBC	AA-	2,506,635	2,511,111	BBSW + 83	1.76%	27/09/2019	27/09/2024	60
Bank Australia	BBB	1,504,832	1,506,263	BBSW + 90	1.06%	2/12/2019	2/12/2022	36
ANZ	AA-	1,503,750	1,504,711	BBSW + 76	1.06%	16/01/2020	16/01/2025	60
NAB	AA-	2,004,972	2,006,766	BBSW + 77	1.41%	21/01/2020	21/01/2025	60
Newcastle Permanent	BBB	0	1,104,086	BBSW + 112	0.77%	4/02/2020	4/02/2025	60
Macquarie Bank	A+	0	2,001,797	BBSW + 84	1.40%	12/02/2020	12/02/2025	60
Total Floating Rate Notes - Senior Debt		50,626,432	51,687,360		36.24%			
Managed Funds								

Institution	Rating	Closing Balance Invested 31/01/2020 \$	Closing Balance Invested 29/02/2020 \$	February EOM Current Yield %	February EOM % of Portfolio	Investment Date	Maturity Date	Term (mths)
NSW Tcorp	NR	1,661,239	1,602,227	-3.55%	1.12%	17/03/2014	1/02/2025	130
Total Managed Funds		1,661,239	1,602,227	-3.55%	1.12%			
TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS		138,038,618	142,622,293		100.00%			
LESS: RIVERINA REGIONAL LIBRARY (RRL) CASH AT BANK		4,100,277	3,929,595					
TOTAL WWCC CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS		133,938,341	138,692,698					

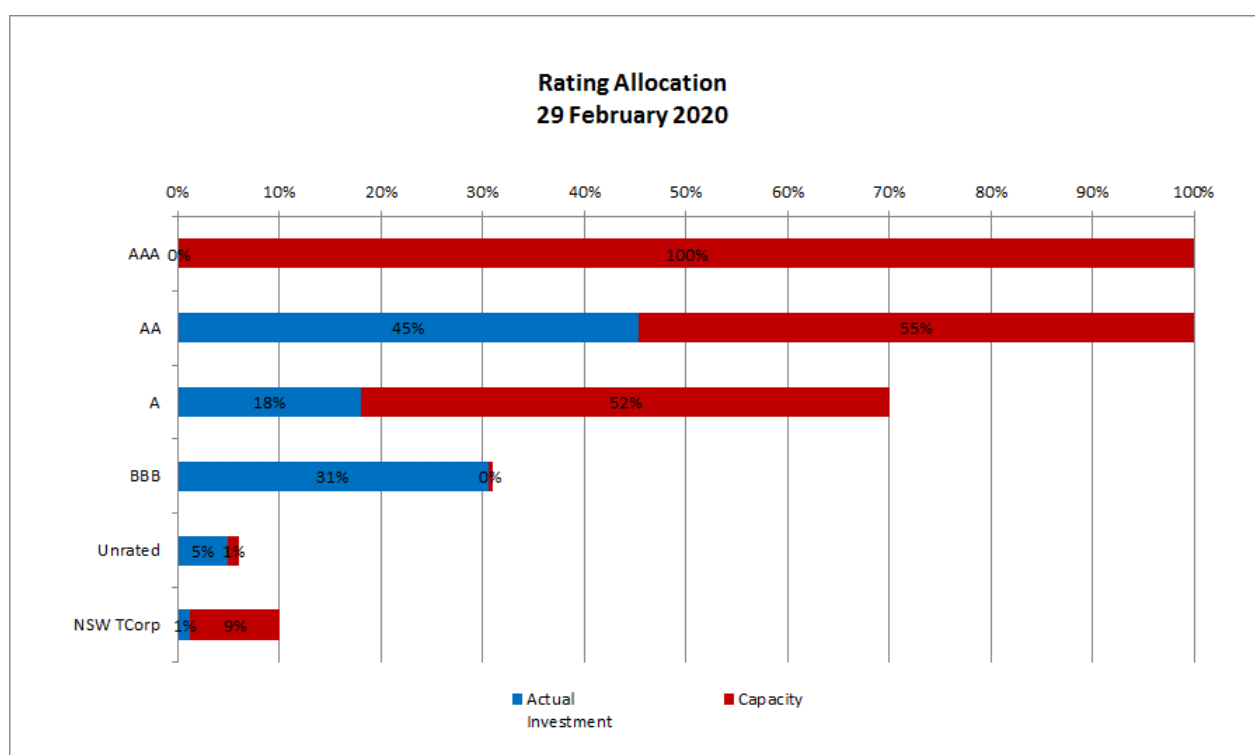
Council's investment portfolio is dominated by Term Deposits, equating to approximately 50% of the portfolio across a broad range of counterparties. Cash equates to 13%, with Floating Rate Notes (FRNs) around 36% and growth funds around 1% of the portfolio.



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



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



Investment Portfolio Balance

Council's investment portfolio balance has increased from the previous month's balance, up from \$133.9M to \$138.7M. This is reflective of the third quarter rates instalment being due at the end of February 2020.

	Closing Balance Invested 31/12/2019 \$	Closing Balance Invested 31/01/2020 \$	Closing Balance Invested 29/02/2020 \$
TOTAL WWCC CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS	140,379,602	133,938,341	138,692,698

Monthly Investment Movements

Redemptions/Sales – Council redeemed/sold the following investment securities during February 2020:

Institution and Type	Amount	Investment Term	Interest Rate	Comments
AMP Bank Term Deposit	\$2M	18 months	3.00%	This term deposit was redeemed on maturity due to credit quality issues in the BBB rating allocation that were reported during January.
NAB Floating Rate Note	\$2M	5.25 years	BBSW + 80bps	This floating rate note was sold prior to maturity, with funds reinvested in a new 5-year Macquarie Bank floating rate note (see below). Council recognised a capital gain of \$12,900.

New Investments – Council purchased the following investment securities during February 2020:

Institution and Type	Amount	Investment Term	Interest Rate	Comments
BOQ Term Deposit	\$1M	5 years	2.00%	The BOQ rate of 2.00% compared favourably to the rest of the market for this investment term. This term was chosen to allow Council to lock in an attractive longer-term rate, given the likelihood of further interest rate cuts.
NPBS Floating Rate Note	\$1.1M	5 years	BBSW + 112bps	Council's independent Financial Advisor advised this Floating Rate Note represented fair value.

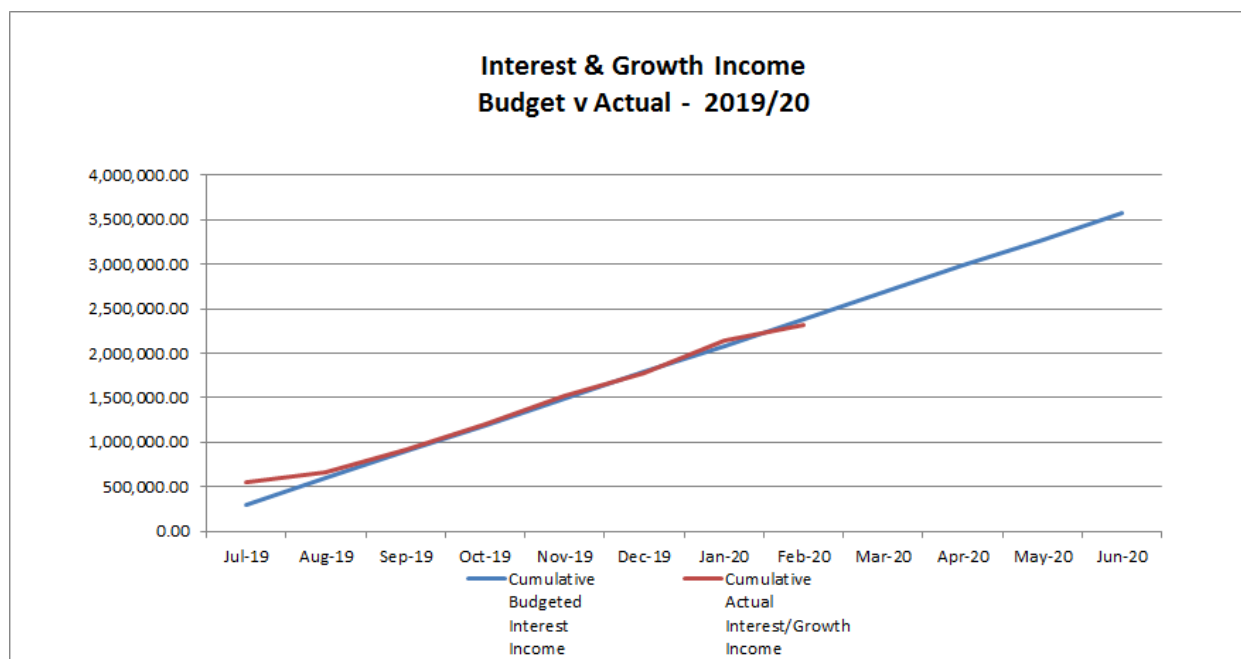
Institution and Type	Amount	Investment Term	Interest Rate	Comments
Macquarie Bank Floating Rate Note	\$2M	5 years	BBSW + 84bps	Council's independent Financial Advisor advised this Floating Rate Note represented fair value with a highly rated institution.

Rollovers – Council did not rollover any investment securities during February 2020.

Monthly Investment Performance

Interest/growth/capital gains for the month totalled \$180,068, which compares unfavourably with the budget for the period of \$298,250, underperforming budget for the month by \$118,182.

Council's underperformance of budget for February was mainly due to a negative return from Council's TCorp Long Term Growth fund, with the fund returning -3.55% (or -\$59,012) for the month as both domestic and international equities were sold off due to ongoing concerns from the Coronavirus (COVID-19). During the month of February, global and domestic shares suffered corrections of -8.53% and -7.69%.



The longer-dated deposits in the portfolio, particularly those locked in above 3.00%, continue to anchor Council's portfolio performance. It should be noted that Council's investment portfolio includes 16 investments yielding 3.00% or above. As these investments mature, it is inevitable that they will be reinvested at lower prevailing rates. To reduce this reinvestment risk, Council staff and Council's Independent Financial Advisor will continue to identify opportunities to lock in higher yielding investments as they become available.

In comparison to the AusBond Bank Bill Index* (1.30%), Council's investment portfolio returned 1.56% (annualised) for February. Cash and At-Call accounts returned 1.44% (annualised) for this period. These funds are utilised for daily cash flow management and need to be available to meet operating and contractual payments as they fall due.

Over the past year, Council's investment portfolio has returned 2.61%, outperforming the AusBond Bank Bill index by 1.31%.

Performance	1 month	3 months	6 months	FYTD	1 year	2 years	3 years
Official Cash Rate	0.06%	0.19%	0.39%	0.56%	1.04%	1.27%	1.35%
AusBond Bank Bill Index	0.08%	0.23%	0.48%	0.68%	1.30%	1.64%	1.68%
Council's Cash	0.12%	0.37%	0.74%	0.99%	1.68%	1.89%	1.96%
Council's T/D	0.20%	0.65%	1.33%	1.83%	2.85%	2.92%	3.00%
Council's FRN	0.16%	0.50%	1.00%	1.39%	2.38%	2.81%	2.84%
Council's TCorp LTGF	-3.55%	-1.28%	2.41%	3.86%	9.45%	7.81%	8.78%
TCorp Benchmark	-3.58%	-1.37%	2.40%	3.90%	9.70%	8.15%	8.99%
Council's Portfolio	0.13%	0.54%	1.15%	1.60%	2.61%	2.82%	2.88%
Outperformance	0.06%	0.31%	0.67%	0.91%	1.31%	1.18%	1.20%

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

Report by Responsible Accounting Officer

I hereby certify that all of the above investments have been made in accordance with the provision of Section 625 of the *Local Government Act 1993* and the regulations there under, and in accordance with the Investments Policy adopted by Council on 29 April 2019.

Carolyn Rodney
Responsible Accounting Officer

Policy and Legislation

Budget variations are reported in accordance with Council's *POL 052 Budget Policy*.

Investments are reported in accordance with Council's *POL 075 Investment Policy*.

Local Government Act 1993

Section 625 - How may councils invest?

Local Government (General) Regulation 2005

Section 212 - Reports on council investments

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We are accountable and transparent

Risk Management Issues for Council

While this report is up to the end of February, at the time of writing this report during March, officers are aware of some negative financial impacts as a result of Coronavirus (COVID-19). Advice was sought and provided by Council's Insurer in relation to whether Council's current insurance policy will cover some of the impact of revenue loss given the business interruption. Confirmation was received stating that the insurance policy "does not cover any costs incurred due to the enforcement of any law or ordinance with which the Member was legally obligated to comply prior to the time of the actual spread of communicable disease." The advice went further to indicate that "the actual presence of the disease and restriction of access are both required to be satisfied to trigger coverage". Council's insurance policy will therefore not provide coverage for the reduced revenue as a result of the Coronavirus (COVID-19).

With the closure of the Civic Theatre and cancellation of programs at the Oasis, there will be a known loss of revenue from 18 March 2020. The Facility Managers are currently working through what financial impact this may have for the 2019/20 results.

This report is a control mechanism that assists in addressing the following potential risks to Council:

- Loss of investment income or capital resulting from ongoing management of investments, especially during difficult economic times
- Failure to demonstrate to the community that its funds are being expended in an efficient and effective manner

Internal / External Consultation

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

The Finance Division has consulted with relevant external parties to confirm Council's investment portfolio balances.

RP-2 MARDI GRAS 2020 SPONSORSHIP PAYMENT

Author: Peter Thompson

Summary: Following the recent cancellation of the Mardi Gras event, staff are seeking Council approval to finalise the sponsorship payments to HC Events PTY LTD as detailed in this report.

Recommendation

That Council:

- a will not be seeking reimbursement for the first payment of \$10,000 for the Mardi Gras event as per the Mardi Gras events sponsorship agreement
- b approve the final payment of \$10,000 to HC Events PTY LTD for the Mardi Gras 2020 event as per the Mardi Gras events sponsorship agreement

Report

This report is seeking Council approval to make the final sponsored payment of \$10,000 to HC Events PTY LTD as the organisation nominated in the Wagga Mardi Gras Sponsorship Agreement.

Due to circumstances outside the reasonable control of HC Events PTY LTD the Mardi Gras event was cancelled the day before the event was to be held on March 14, 2020. This cancellation was made following a meeting with the event organiser in relation to COVID-19 circumstances and mass gathering information that had been made available to Council and the Local Member for Wagga Wagga. Shortly after this decision there was a National ban put in place for mass gatherings being held outside with over 500 participants, of which the Mardi Gras is one of those events.

It is considered that the above-mentioned circumstances effecting the cancellation of this event has been outside the reasonable control of HC Events PTY LTD. Therefore, staff are recommending that Council:

- will not be seeking reimbursement for the first payment of \$10,000 already issued under the Mardi Gras events sponsorship agreement, and
- approve the final payment of \$10,000 to HC Events PTY LTD as referenced in the Mardi Gras events sponsorship agreement

Due to the above-mentioned circumstances it is acknowledged that there has been a financial impact on this event organiser, and substantial costs already incurred. Therefore, staff are recommending Council honour the full sponsorship payments totalling \$20,000.

Financial Implications

Council approved sponsorship of the Mardi Gras event to the full amount of \$20,000. As per the Mardi Gras event sponsorship agreement the first payment of \$10,000 has already been paid and it is proposed to not seek reimbursement for this payment due to the circumstances outlined in this report. The final payment of \$10,000 is included in this 2019/2020 budget from the Major Events Sponsorship cost centre. If Council approves the remaining \$10,000 sponsorship payment this will be funded from the current available budget.

Policy and Legislation

Major Events, Festivals and Films Sponsorship Policy

Link to Strategic Plan

Growing Economy

Objective: We are a hub for activity

Outcome: We have vibrant precincts

Risk Management Issues for Council

The cancellation of the Mardi Gras Event was based around health and safety considerations for the general public and event organisers. There is reputational risks for both Council and the event organiser.

Internal / External Consultation

Consultation has been held with the event organiser and with relevant internal staff.

RP-3 RESPONSE TO QUESTIONS/BUSINESS WITH NOTICE**Author:** Scott Gray**General Manager:** Peter Thompson

Summary: This report is to provide responses to Questions/Business with Notice arising from previous Ordinary Council Meetings.

Recommendation

That Council receive and note the report.

Report

The following is in response to Questions/Business with Notice raised at previous Ordinary Council meetings.

Councillor D Hayes requested advice COVID-19 in particular:

- What ways are Council preparing for COVID-19 in line with NSW Health
- Is the Senior Citizens Centre operational?
- Noting Council's position on flexible working arrangements and protections in place for of vulnerable workers, has Council activated its Disaster Recovery Framework?
- Do we need to lift curfews on supermarket delivery times?
- What delegation of authority is available to the Mayor and General Manager between meetings for time sensitive matters?
- What is Council's position on future Council Meetings and potential quorum issues?
- Have Council asked its contractors of essential services of the strategies they have in place to manage COVID-19 in the services they provide?

General Manager, Peter Thompson, Director Operations Caroline Angel and Director Community, Janice Summerhayes provided a verbal update on what actions Council have taken to date including:

- Adopting NSW Government approach for all Council staff
- Ensuring health services are available and assist to slow the spread of the virus
- Cancellation of major events in accordance with direction of NSW Health
- Developing uniformed plans of Council's essential services in conjunction with regional Joint Organisations
- Reviewing with a focus to deliver essential services, facilities and operational needs to the community
- Lobbying State Government for legislative change so that Councillors can attend meetings remotely

Councillor D Hayes requested advice on if Council are providing a submission on the NSW 20 Year Waste Strategy Issues Papers and Plastics Plan Discussion Paper?

Yes, Council plans to provide a submission.

Councillor V Keenan requested advice to be provided to Councillors prior to the next Council meeting on what Council's plan is in the event a quorum cannot be met at a future Council meeting, to ensure continuity of business at the Councillor level.

The Office of Local Government NSW advised on 23 March 2020 that is working on measures to allow councils to continue to meet during the COVID-19 outbreak. The Code of Meeting Practice contains a safety and welfare provision for cancelling a meeting, which can be utilised if there is a lack of quorum, as well as other provisions.

Councillor V Keenan requested Council lobby the NSW Government to consider amendment to legislation and the Model Code of Conduct to allow remote participation of Councillors at a Council Meeting.

The Office of Local Government NSW advised on 23 March 2020 that is working on measures to allow councils to continue to meet during the COVID-19 outbreak. Local Government NSW has also lobbied the Minister for Local Government in relation to amending the legislation to support 'social distancing' measures.

As at 24 March 2020, the COVID-10 Legislation Amendment (Emergency Measures) Bill 2020 is also before Parliament. The Bill includes amendments to the Act, including removing the need for people to attend council meetings in person and enabling them to be held remotely.

Councillor R Kendall requested the Mayoral Honour Board in the Historic Council Chambers be updated.

Contractors have been engaged to update Council's Honour Boards in the Historic Council Chambers and the Civic Centre.

Councillor R Kendall requested information on Council's position and future consideration of disability transport and easily accessible pick up and movement spots.

Wagga Wagga City Council's Disability Inclusion Plan (Items 2.13, 2.21 and 2.31) addresses community transport and accessible parking space issues. Council's Senior Traffic Officer has done a great deal of work to trial and retain access points in and around high usage areas. Additionally, Council's Social Planner, as a member of the Wagga Access Reference Group, is advocating for increased transport options for people on the NDIS. A key focus at present is for better access and inclusion for people with disabilities with the local taxi service. This is an important ongoing process.

Councillor T Koschel thanked and expressed appreciation to the Mayor, Greg Conkey OAM, General Manager, Peter Thompson, Member for Wagga Wagga, Dr Joe McGirr and Wagga Wagga Mardi Gras event organiser Holly Conroy for the press conference held on Friday 13 March 2020, including the livestreaming of the press conference, in announcing the cancellation of the 2020 Wagga Wagga Mardi Gras in the wake of COVID-19. He also extended thanks and appreciation to Holly Conroy for her organisation and contribution of the Mardi Gras event and the manner in which she conducted herself in cancellation of the event.

Comments by Councillor T Koschel noted.

Councillor T Koschel requested advice on if Council has a policy on Notice of Motions and timeframes for reporting back to Council.

Council's Code of Meeting Practice outlines the process for Councillors to submit a Notice of Motion to Council. The adoption of the Notice of Motion and subsequent resolution of Council including the status of action taken is provided to Councillors through regular Resolutions Registers provided on the Councillors Hub.

Councillor P Funnell acknowledged and congratulated Graeme Falconer and organisers of the Blackdog Institute Ride for a very successful event held over the weekend.

Comments by Councillor P Funnell noted.

Councillor P Funnell expressed his disappointment to the organisers of the beach party facilitated following the cancellation of the Mardi Gras, posted on Facebook.

Comments by Councillor P Funnell noted.

The Mayor, G Conkey OAM extended his thanks and appreciation to the Wagga Wagga Mardi Gras event organiser Holly Conroy, for the outstanding leadership she showed in the press conference held on 13 March 2020, during an extremely difficult time for her with the cancellation of the 2020 Wagga Wagga Mardi Gras event. He stated that he was very impressed with her statements on that day and future correspondence he has had with her.

Comments by the Mayor, Councillor G Conkey OAM noted.

The Mayor, G Conkey OAM commented on the difficult time being experienced by the community and Council due to COVID-19 and the cancellation of major events in the City now and in the coming months. He stated the significant flow on effect and economic impact to the community over an extended period to come.

Comments by the Mayor, Councillor G Conkey OAM noted.

The Mayor, G Conkey OAM expressed this thanks and appreciation to staff for the organisation of the Council Meeting in the Historic Council Chambers to commemorate the 150th Anniversary.

Comments by the Mayor, Councillor G Conkey OAM noted.

Financial Implications

N/A

Policy and Legislation

Code of Meeting Practice

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

N/A

Internal / External Consultation

N/A

RP-4 PROPOSED WAIVING OF FEES AND CHARGES**Author:** Natalie Te Pohe

Summary: This report is recommending a number of fee and charge waivers for the upcoming 4 weeks - for those areas of the community that may be impacted by COVID-19, and highlights to Councillors the potential estimated financial impact.

Recommendation

That Council:

- a note the considerable current and future financial impact the community is facing in light of the COVID-19 pandemic
- b approve the proposed amendments to the 2019/20 fees and charges as specified in this report on a four-week basis, commencing 31 March 2020
- c authorise fee amendments until 30 June 2020, to be extended each four weeks by the General Manager, in consultation with the Mayor
- d provide public notice of the proposed fee amendments in accordance with sections 356, 610 and 611 of the *Local Government Act 1993*
- e implement the fee changes in the event no public submissions are received
- f if public submissions are received in opposition to the proposed fee changes, the matter is to be considered by Council at the next available Council meeting
- g note the potential likely financial impact of the fee amendments will be budgeted for in a future Council meeting report, which includes the proposed funding sources for the variations to Councils budget, where possible
- h note the significant likely negative financial impact on Council's investments due to COVID-19, noting that Council will be provided with a further update at a future Council meeting
- i note that Council Officers are reviewing the current draft 2020/21 Long Term Financial Plan that was distributed and discussed with Councillors during recent workshops, which includes the proposed fees and charges for the 2020/21 financial year

Report

Due to COVID-19 Council officers have reviewed all current 2019/20 Fees and Charges and Management are recommending that Council to amend specific fees for rolling 4-week period commencing from 31 March 2020 and ending 30 June 2020.

The attachment to this report lists the specific fees for a 4-week period to be either:

- Waived – across the board
- Reduced – across the board
- Waived – on application
 - * for small businesses and residential premises
 - * for individuals

It is recommended that the approval be given for the rest of the financial year with each subsequent 4-week period to be confirmed by the General Manager, in consultation with the Mayor.

Area	Potential Estimated Reduced Income over 4-week period	Indicative Funding Source – to be adopted at a later date once actual amounts are known
Airport	Up to \$200,472*	Airport Reserve
Environmental Health	\$14,000	General Purpose Revenue (GPR)
Companion Animals	\$2,500	GPR
Civic Theatre	\$250	GPR
Finance	\$17,000	GPR
Gregadoo Waste Management Centre (GWMC)	\$20,795	Solid Waste Reserve
Bob Osborne Skills Centre	\$1,100	GPR
Riverina Regional Library	\$1,769	RRL Reserve
Civic Centre	\$1,000	GPR
Cemetery	\$1,500	Cemetery Reserve
Sewer	\$1,000	Sewer Fund
Activities in Road Reserves	\$1,000	GPR
City Development#	Unknown at this stage	GPR

*The potential estimated reduced income for the Airport category does not take into account the potential likely reduction in flights due to COVID-19. The estimated amount shown in the above table is the maximum amount, assuming usual flight patterns.

#Definition of small business for fees requested for waiver under Council's City Development Planning Section: A small business (as defined by the Australian Taxation Office) is any business that has an aggregated turnover of less than \$10 million.

Assistance to Property holders experiencing financial hardship due to COVID-19:

Included in the fee waivers (on application), is the proposed waiving of interest on overdue rates for property holders who are deemed to be experiencing financial hardship due to COVID-19.

Along with waiving interest, Council officers are continuing to offer all property holders the ability to enter into payment arrangements that suit both the property holder and Council. Property holders can contact Council's Finance staff to discuss their account and work together on a payment plan that is achievable in the current environment.

Council officers are in the process of compiling a fact sheet to property holders which describe the assistance available.

Property holders can contact Council's Finance section to discuss their account on 1300 292 442 or via email at accountsreceivable@wagga.nsw.gov.au

Council's investments

At the time of writing this report (27 March 2020) Council officers have seen a reduction in the principal value of its floating rate note and managed funds portfolio of \$914K from those reported in Council's investment report at 29 February 2020. As a result of the effects of COVID-19 being felt globally and domestically, financial markets have been sold-off sharply over the past 4-5 weeks. This has been highlighted by equities falling around 30-35% since mid-February 2020.

Due to the unpredictable nature of financial markets at this time, Council officers are unable to forecast what may occur for the remainder of the financial year and into the new financial year. It should be known that we do not expect any loss of capital payments (face value) as the banks that Council hold in its floating rate note portfolio continue to maintain high capital buffers as regulated by APRA (Australian Prudent Regulation Authority).

Proposed Rent Abatements for Council Tenants - CONF-2 Council Report

Included in this Council meeting is the proposed rent abatements for council commercial tenants for a two-month period, totalling \$35,384 in reduced income for Council. As the Commercial tenant report mentions, a future review will take place after the two-month period, or as further advice becomes available.

2020/21 Rates and Charges and the 2020/21 Long Term Financial Plan

Council Officers are re-reviewing the current draft 2020/21 Long Term Financial Plan that was distributed and discussed with Councillors during recent workshops, which includes the proposed fees and charges for the 2020/21 financial year. Councillors will be provided further information over the next few weeks.

Financial Implications

The total potential financial impact to Council of COVID-19 is unknown at this stage, and changes on a daily basis. This report provides indicative figures on the potential loss of revenue due to proposed adjustments to fees and charges, along with the potential negative impact to Council's investment income.


Council will be provided with regular updates from Council officers when information becomes available.

Policy and Legislation

Local Government Act 1993 – Sections 610, 611 and 356

Council's Financial Hardship Policy – POL068

Attachments

1.  Fees and Charges proposed to be reduced for next 4 week period

Fees and Charges to be waived from 31 March 2020 (for a 4 week period)

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis	Estimated Revenue Loss
Airport	0127	Passenger Service Charge – Base rate for arriving and departing Passengers	C	\$13.60	Passenger	\$200,472
Airport	0128	Passenger Service Charge Wagga/Sydney up to base passengers threshold combined (180,000)	C	\$13.60	Passenger	
Airport	0129	Passenger Service Charge – Wagga/Sydney greater than 180,000 passengers threshold combined	E	\$6.80	Passenger	
Airport	0130	Passenger Service Charge Wagga/Melbourne up to base passengers threshold combined (6,000)	C	\$13.60	Passenger	
Airport	0131	Passenger Service Charge – Wagga/Melbourne greater than 6,000 passengers threshold combined	E	\$6.80	Passenger	
Environmental Health	0955	Health Inspection Fee (excluding food) per hour	C	\$295.00	Hour	\$14,000
Environmental Health	0956	Health Inspection Fee (excluding food) minimum	C	\$100.00	Each	
Environmental Health	0957	Food Shop Inspection Fee charged pro rata with a minimum charge of 30 minutes	C	\$205.00	Hour	
Environmental Health	0958	Food Shop Re-Inspection Fee charged pro rata with a minimum charge of 20 minutes	C	\$200.00	Hour	
Environmental Health	0960	Annual Administration Charge for Food shop classification P3 (Non Profit and Community Organisations exempt)	C	\$80.00	Each	
Environmental Health	0961	Annual Administration Charge for Food shop classification P2 (Non Profit and Community Organisations exempt)	C	\$190.00	Each	

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis	Estimated Revenue Loss
Environmental Health	0962	Annual Administration Charge for Food shop classification P1 (Non Profit and Community Organisations exempt)	C	\$375.00	Each	
Environmental Health	0963	Food Business Notification and Registration Fee (State Database)	A	\$65.00	Each	
Companion Animals	1038	Dog & Cat – Maintenance fee (GRAS) per day, maximum 10 days	C	\$29.00	Day	\$2,500
Companion Animals	1039	Dog & Cat Impounding fee	C	\$33.00	Each	
Civic Theatre	0600	Marketing/Advertising Handling	D	Cost plus 10%	Hour	\$250
Finance	0027	Merchant Fee – Mastercard and Visa	C	0.75%	Each	\$1,000
GWMC	0339	Rural Waste Disposal – general putrescible waste – minimum charge	E	\$13.00	Each	\$1,935
GWMC	0330	Gregadoo Waste Disposal – scrap steel – per tonne	D	\$27.00	Tonne	\$412
BOSC	0393	External Hire Charges – Leavenworth Room – full day	E	\$395.00	Day	\$1,100
BOSC	0394	External Hire Charges – Leavenworth Room – half day	E	\$315.00	Half Day	
BOSC	0395	External Hire Charges – Nordlingen Room – full day	E	\$315.00	Day	
BOSC	0396	External Hire Charges – Nordlingen Room – half day	E	\$245.00	Half Day	
BOSC	0397	External Hire Charges – Combined Rooms – full day	E	\$625.00	Day	
BOSC	0398	External Hire Charges – Combined Rooms – half day	E	\$475.00	Half Day	
BOSC	0399	External Hire Charges – Kunming Room – full day	E	\$550.00	Day	
BOSC	0400	External Hire Charges – Kunming Room – half day	E	\$395.00	Half Day	
BOSC	0401	Software installation	E	\$125.00	Each	
BOSC	0402	Print or Copy A4 single sided Black & White	C	\$0.56	Each	

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis	Estimated Revenue Loss
BOSC	0403	Tea and Coffee/Cleaning Charge (mandatory) per person (per day)	E	\$4.00	Per Person Per Day	
BOSC	0404	Booking Cancellation Fee	C	20% Booking fee (minimum \$15.00)	Each	
BOSC	0405	Late Lockup Fee	C	\$48.00	Each	
RRL	1164	Reservation Fee	C	\$1.00	Each	\$808
RRL	1159	Inter Library Loan search fee	C	\$4.40	Each	\$38
RRL	1172	Overdue items fine – Flat fee per item plus charge per work day (max. \$12 per item)	C	\$0.10 per work day plus \$2 overdue notice fee	Each	\$923
Civic Centre	0521	Council Meeting Room – Weekdays – full day hire (9.00am to 5.00pm)	C	\$245.00	Day	\$1,000
Civic Centre	0522	Council Meeting Room – Weekdays – half day hire (i.e. 4 hours)	C	\$140.00	Half Day	
Civic Centre	0523	Council Meeting Room – Weekdays – after 5.00pm – per hour	C	\$115.00	Hour	
Civic Centre	0524	Council Meeting Room – Saturday – per hour from 9.00am	C	\$115.00	Hour	
Civic Centre	0525	Council Meeting Room – Sunday – per hour from 9.00am	C	\$115.00	Hour	
Civic Centre	0526	Council Meeting Room – Setting up charge (seating, equipment, etc)	C	\$115.00	Each	
Civic Centre	0527	Committee Room – Weekdays – full day hire (9.00am to 5.00pm)	C	\$155.00	Day	
Civic Centre	0528	Committee Room – Weekdays – half day hire (i.e. 4 hours)	C	\$85.00	Half Day	
Civic Centre	0529	Committee Room – Weekdays – after 5.00pm – per hour	C	\$75.00	Hour	
Civic Centre	0530	Committee Room – Saturday – per hour from 9.00am	C	\$75.00	Hour	
Civic Centre	0531	Committee Room – Sunday – per hour from 9.00am	C	\$75.00	Hour	
Civic Centre	0532	Committee Room – Setting up charge (seating, equipment, etc)	C	\$75.00	Each	

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis	Estimated Revenue Loss
Civic Centre	0533	Committee Room – Use of Video Conferencing Facilities (per booking)	C	\$42.00	Booking	

Fees and Charges to be reduced from 31 March 2020 (for a 4 week period)

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Proposed 2019/20 Fee (inclusive of GST)	Basis	Estimated Revenue Loss
GWMC	0300	Gregadoo Waste Disposal – minimum disposal charge per load	E	\$14.00	\$5.00	Each	\$11,430
GWMC	0303	Gregadoo Waste Disposal – green waste per tonne	E	\$145.00	\$70.00	Tonne	\$5,353
GWMC	0301	Gregadoo Waste Disposal – domestic putrescible waste per tonne	E	\$135.00	\$100.00	Tonne	\$1,665
Cemetery	0371	Crematorium – Chapel	C	\$350.00	\$250.00	Each	\$1,500

Fees and Charges to be waived from 31 March 2020 (for a 4 week period) for Small businesses and residential premises on application

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis	Estimated Revenue Loss
Sewer Services	1119	Build over Council service or easement application	C	\$160.00	Each	\$1,000

Fees and Charges to be waived from 31 March 2020 (for a 4 week period) on application to Council, for those property holders who can demonstrate that they are in financial hardship specifically due to COVID-19.

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis	Estimated Revenue Loss
Finance	0025	Interest payable on Overdue Rates and Charges	B	In accordance with current maximum OLG rate - 7.5%	Each	\$16,000

Fees and Charges to be waived from 31 March 2020 (for a 4 week period) for individuals on application

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis	Estimated Revenue Loss
Activities in Road Reserves	1145	Section 138 Permit – Application Fee (non-refundable)	C	\$115.00	Each	\$1,000
Activities in Road Reserves	1148	Section 138 Inspection Fee – General	C	\$100.00	Each	

Fees and Charges to be waived from 31 March 2020 (for a 4 week period) for Small businesses on application

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis
City Development	0841	D.A. Fee for Advertisements	A	\$285.00 plus \$93 for each advertisement in excess of one or calculated in accordance with table under Clause 246B of EPA Regs 2000, whichever is the greater	Each
City Development	0842	D.A. Fee (not involving erection of building, carrying out of work or subdivision of land)	A	\$285.00	Each
City Development	0843	D.A. Fee (Dwelling with estimated construction cost \$100,000 or less)	A	\$455.00	Each
City Development	0844	D.A. Fee – Subdivisions not involving opening of public road	A	\$330.00 plus \$53.00 for each additional lot created by the Subdivision	Each
City Development	0845	D.A. Fee – Subdivisions involving opening of public road	A	\$665.00 plus \$65.00 for each additional lot created by the Subdivision	Each
City Development	0846	D.A. Fee – Strata Subdivision	A	\$330.00 plus \$65.00 for each additional lot created by the subdivision	Each
City Development	0847	D.A. Fee (estimated cost up to \$5,000)	A	\$110.00	Each
City Development	0848	D.A. Fee (estimated cost \$5,001 to \$50,000)	A	\$170.00 plus an additional \$3 for each \$1,000 (or part of \$1,000) of the estimated cost	Each

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis
City Development	0849	D.A. Fee (estimated cost \$50,001 – \$250,000)	A	\$352.00 plus an additional \$3.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$50,000	Each
City Development	0850	D.A. Fee (estimated cost \$250,001 – \$500,000)	A	\$1,160.00 plus an additional \$2.34 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000	Each
City Development	0851	D.A. Fee (estimated cost \$500,001 – \$1,000,000)	A	\$1,745.00 plus an additional \$1.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000	Each
City Development	0852	D.A. Fee (estimated cost \$1,000,001 – \$10,000,000)	A	\$2,615.00 plus an additional \$1.44 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	Each
City Development	0853	D.A. Fee (estimated cost of more than \$10,000,000)	A	\$15,875.00 plus an additional \$1.19 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	Each
City Development	0854	D.A. Fee – Modification of plans, documents, etc. prior to issue of Consent	C	Minimum \$55 or 25% of original fee (whichever is the greater)	Each
City Development	0856	Development requiring Concurrence – Fee for Concurrence Authority plus additional Council processing fee	A	\$320.00 per Concurrence Authority plus a single Council administration fee of \$140.00	Each
City Development	0857	Integrated Development – Fee for approval body plus additional Council processing fee	A	\$320.00 per approval body plus a single Council administration fee of \$140.00	Each
City Development	0858	Site Compatibility Certificate (affordable rental housing)	A	\$265.00 plus \$42.00 for each dwelling (must not exceed \$5,580.00)	Each
City Development	0859	Site Compatibility Certificate (infrastructure or school/TAFE establishment)	A	\$265.00 plus \$265.00 for each hectare (must not exceed \$5,580.00)	Each

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis
City Development	0860	Site Compatibility Certificate (seniors housing)	A	\$280.00 plus \$45.00 per bed in residential care facility or \$45.00 per dwelling in the development (must not exceed \$5,580.00)	Each
City Development	0861	Designated Development (in addition to D.A. fee)	A	\$920.00	Each
City Development	0862	Advertising – basic fee (in addition to D.A. fee)	A	\$380.00	Each
City Development	0863	Advertising – designated development (in addition to D.A. fee)	A	\$2,220.00	Each
City Development	0864	Surrendering of Consents (Voluntary – not required by condition of consent)	C	\$75.00	Each
City Development	0865	D.A. Modification of consent: S.96(1) (minor error, misdescription or miscalculation)	A	\$70.00	Each
City Development	0867	D.A. Modification of consent: S.96(1A) or S.96AA(1) (minimal environmental impact)	A	50% of original DA fee or \$645 whichever is the lesser	Each
City Development	0868	D.A. Modification of consent: S.96(2) or S.96AA(1) (not of minimal environmental impact) where fee for original DA was less than \$100	A	50% of original DA fee	Each
City Development	0869	D.A. Modification of consent: S.96(2) or S.96AA(1) (not of minimal environmental impact) Original DA fee \$100 or greater and not involving the erection of a building, the carrying out of a work or the demolition of a work or building	A	50% of original DA fee	Each

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis
City Development	0870	D.A. Modification of consent: S.96(2) or S.96AA(1) (not of minimal environmental impact) Original DA fee \$100 or greater and for the erection of a dwelling-house with an estimated cost of construction of \$100,000 or less	A	\$190.00	Each
City Development	0871	D.A. Modification of consent: S.96(2) or S.96AA(1) (not of minimal environmental impact) (estimated cost up to \$5,000)	A	\$55.00	Each
City Development	0872	D.A. Modification of consent: S.96(2) or S.96AA(1) (not of minimal environmental impact) (estimated cost \$5,001 – \$250,000)	A	\$85.00 plus an additional \$1.50 for each \$1,000 (or part of \$1,000) of the estimated cost	Each
City Development	0873	D.A. Modification of consent: S.96(2) or S.96AA(1) (not of minimal environmental impact) (estimated cost \$250,001–\$500,000)	A	\$500.00 plus an additional \$0.85 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000	Each
City Development	0874	D.A. Modification of consent: S.96(2) or S.96AA(1) (not of minimal environmental impact) (estimated cost \$500,001–\$1,000,000)	A	\$712.00 plus an additional \$0.50 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000	Each
City Development	0875	D.A. Modification of consent: S.96(2) or S.96AA(1) (not of minimal environmental impact) (estimated cost \$1,000,001–\$10,000,000)	A	\$987.00 plus an additional \$0.40 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	Each
City Development	0876	D.A. Modification of consent: S.96(2) or S.96AA(1) (not of minimal environmental impact) (estimated cost more than \$10,000,000)	A	\$4,737.00 plus an additional \$0.27 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	Each
City Development	0877	D.A Modification of Consent under S.96(2) or S.96AA(1) requiring notification (by advertising) under these Sections	A	\$360.00	Each

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis
City Development	0878	D.A. Review of determination: S.82A for the erection of a dwelling-house with an estimated cost of construction of \$100,000 or less	A	\$190.00	Each
City Development	0879	D.A. Review of determination: S.82A not involving the erection of a building, the carrying out of a work or the demolition of a work or building	A	50% of original DA fee	Each
City Development	0880	D.A. Review of determination: S.82A (estimated cost up to \$5,000)	A	\$55.00	Each
City Development	0881	D.A. Review of determination: S.82A (estimated cost \$5,001 – \$250,000)	A	\$85.00 plus an additional \$1.50 for each \$1,000 (or part of \$1,000) of the estimated cost	Each
City Development	0882	D.A. Review of determination: S.82A (estimated cost \$250,001–\$500,000)	A	\$500, plus an additional \$0.85 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000	Each
City Development	0883	D.A. Review of determination: S.82A (estimated cost \$500,001 – \$1,000,000)	A	\$712.00 plus an additional \$0.50 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000	Each
City Development	0884	D.A. Review of determination: S.82A (estimated cost \$1,000,001–\$10,000,000)	A	\$987.00 plus an additional \$0.40 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	Each
City Development	0885	D.A. Review of determination: S.82A (estimated cost more than \$10,000,000)	A	\$4,737.00 plus an additional \$0.27 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	Each
City Development	0886	D.A. Review of Decision – to reject a Development Application (estimated cost of development less than \$100,000)	A	\$55.00	Each

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis
City Development	0887	D.A. Review of Decision – to reject a Development Application (estimated cost of development \$100,000 – \$1,000,000)	A	\$150.00	Each
City Development	0888	D.A. Review of Decision – to reject a Development Application (estimated cost of development greater than \$1,000,000)	A	\$250.00	Each
City Development	0889	CC or CDC Fee (estimated cost up to \$5,000)	C	\$340.00 (inclusive of 2 inspections)	Each
City Development	0890	CC or CDC Fee (estimated cost exceeding \$5,000 but not exceeding \$100,000)	C	\$190.00 plus an additional 0.3% of the estimated cost exceeding over \$5,000	Each
City Development	0891	CC or CDC Fee (estimated cost exceeding \$100,000 but not exceeding \$250,000)	C	\$530.00 plus an additional 0.2% of the estimated cost over \$100,000	Each
City Development	0892	CC or CDC Fee (estimated cost exceeding \$250,000 but not exceeding \$1,000,000)	C	\$880.00 plus an additional 0.1% of the estimated cost over \$250,000	Each
City Development	0893	CC or CDC Fee (estimated cost exceeding \$1,000,000)	C	\$1,690.00 plus an additional 0.05% of the estimated cost over \$1,000,000	Each
City Development	0895	Amendment to Application for a CC or CDC after determination	C	40% original fee with minimum of \$75	Each
City Development	0896	Building Inspection fee (including reinspections) – within 30 kms of Council Administration Building	C	\$275.00	Each
City Development	0897	Building Inspection fee (including reinspections) – outside of 30 kms of Council Administration Building	C	\$360.00	Each
City Development	0898	Building inspection fee (including reinspections) – within 30 kms of the Council Administration Building	C	\$190.00	Each

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis
City Development	0899	Building inspection fee (including reinspections) – outside of 30 kms of the Council Administration Building	C	\$275.00	Each
City Development	0900	Boarding House Inspection Fee	C	\$250.00 plus an additional 50 cents per m2 over 200m2	Each
City Development	0901	Building Information Certificate for part of a building consisting of an external wall only or does not otherwise have a floor area	A	\$250.00	Each
City Development	0902	Building Information Certificate (Class 1 or 10 buildings)	A	\$250.00 plus an additional \$250.00 for each additional dwelling	Each
City Development	0903	Building Information Certificate (Class 2 to 9 buildings) (<= 200m2)	A	\$250.00	Each
City Development	0904	Building Information Certificate (Class 2 to 9 buildings) (> 200m2 and <= 2000m2)	A	\$250.00 plus an additional 50 cents per m2 over 200	Each + per m2
City Development	0905	Building Information Certificate (Class 2 to 9 buildings) (> 2000m2)	A	\$1,165.00 plus an additional 7.5 cents per m2 over 2,000	Each + per m2
City Development	0906	Building Information Certificate copy (duplicate)	A	\$13.00	Each
City Development	0907	Building Information Certificate re-inspection fee	A	\$90.00	Each
City Development	0908	Principal Certifier Signage	C	\$9.50	Each
City Development	0909	Lodgement fee for CDC & Part 4A Certificate (per certificate)	A	\$36.00	Each
City Development	0910	Fee for Council to act as the Principal Certifying Authority for construction certificates or complying development certificates where Council has not issued the certificate (application fee only)	C	\$465.00	Each
City Development	0911	Part A(1) – Install a manufactured home, moveable dwelling or associated structure on land	C	\$430.00	Each

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis
City Development	0912	Part F(4) – Install a domestic oil or solid fuel heating appliance, other than a portable appliance	C	\$265.00	Each
City Development	0913	Section 68 approval inspection fee (including reinspections) – within 30 kms of the Council Administration Building	C	\$190.00	Each
City Development	0914	Section 68 approval inspection fee (including reinspections) – outside of 30 kms of the Council Administration Building	C	\$275.00	Each
City Development	0915	Private Internal Sewer/Drainage Works under Part B(4) – Carry out sewerage work and/or Part B(5) – Carry out stormwater drainage work and/or Part B(6) – Connect a private drain or sewer with a public drain or sewer under the control of a Council or with a drain or sewer which connects with such a public drain or sewer	C	\$405.00	Each
City Development	0916	Additional Plumbing/Drainage fixtures (per fixture/per application)	C	\$38.00	Each
City Development	0917	Sewer and Plumbing – inspection of un-permitted work (per hour)	C	\$405.00	Hour
City Development	0918	Sewer and Plumbing Inspection Fee – Commercial/Industrial (per hour)	C	\$330.00	Hour
City Development	0919	Sewer and Plumbing Inspection Fee – within 30 kms of the Council Administration Building	C	\$190.00	Each
City Development	0920	Sewer and Plumbing Inspection Fee – outside of 30 kms of the Council Administration Building	C	\$275.00	Each

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis
City Development	0921	Minor Works Permit Private (Plumbing) – 1 fixture only or works with an estimated cost up to \$5,000 (fee includes 2 inspections)	C	\$220.00	Each
City Development	0922	Amended Section 68 Application (Parts A, B, E and F)	C	50% of original application fee	Each
City Development	0923	Caravan Parks – approval (5 yearly or new approval) per site	C	\$7.00	5 Years per Site
City Development	0924	Caravan Parks – inspections (per hour)	C	\$330.00	Hour
City Development	0925	Caravan Parks – inspections (minimum)	C	\$115.00	Each
City Development	0926	Part F(1) – Operate a public car park	C	\$405.00	Each
City Development	0927	Part F(2) – Operate a caravan park or camping ground includes one inspection	C	\$405.00	Each
City Development	0928	Part F(2) – Renewal of Approval to operate a caravan park or camping Ground	C	\$405.00	Each
City Development	0929	Part F(3) – Operate a manufactured home estate	C	\$405.00	Each
City Development	0930	Part F(5) Amusement Device (Application and Inspection)	E	\$90.00	Each
City Development	0931	Part F(5) Amusement Device (Application and Inspection) (two or more devices)	E	\$180.00	Each
City Development	0932	Part F(7) – Use a standing vehicle or any article for the purpose of selling any article in a public place (Fee waived for charitable organisations)	C	\$350.00	Each
City Development	0933	Annual Fire Safety Statement – Inspection of premises regarding Annual Fire Safety Statement – within 30 kms of the Council Administration Building	C	\$190.00	Each

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis
City Development	0934	Annual Fire Safety Statement – Inspection of premises regarding Annual Fire Safety Statement – outside 30 kms of the Council Administration Building	C	\$275.00	Each
City Development	0935	Annual Fire Safety administration/registration fee	C	\$100.00	Each
City Development	0936	Enquiry re Fire Safety – Fire Safety Schedule (written response)	C	\$80.00	Each
City Development	0937	Occupation of Uncompleted Building (Inspection + advice) – within 30 kms of the Council Administration Building	C	\$190.00	Each
City Development	0938	Occupation of Uncompleted Building (Inspection + advice) – outside 30 kms of the Council Administration Building	C	\$275.00	Each
City Development	0939	Swimming Pool Compliance Certificate Application – first inspection fee	A	\$150.00	Each
City Development	0940	Swimming Pool Compliance Certificate Application – second inspection fee	A	\$100.00	Each
City Development	0941	NSW Swimming Pool Registration Fee – Council to register	C	\$10.00	Each
City Development	0942	Swimming Pool Exemption Application	A	\$70.00	Each
City Development	0943	Swimming Safety Mandatory Inspection Fee (includes two inspections per certificate)	A	\$150.00	Each Certificate
City Development	0944	Section 10.7(2) Certificate Fee	A	\$53.00	Each
City Development	0945	Section 10.7(2) & (5) Certificate Fee	A	\$133.00	Each
City Development	0946	Urgent Section 10.7(2) & (5) Certificates – additional fee	C	\$110.00	Each
City Development	0947	Section 735A Certificate Fee	C	\$155.00	Each
City Development	0948	Sewer Diagrams	C	\$110.00	Each

Council Business	Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (inclusive of GST)	Basis
City Development	0949	Certified copy of a document, map or plan	A	\$53.00	Each
City Development	0950	BAL (Bush Fire Attack level) Assessment Certificate Fee	C	\$550.00	Each
City Development	0951	Occupation of Temporary Dwellings or Occupation of Land upon which Dwelling House is to be erected (Inspection + Advice) – within 30 kms of the Council Administration Building	C	\$190.00	Each
City Development	0952	Occupation of Temporary Dwellings or Occupation of Land upon which Dwelling House is to be erected (Inspection + Advice) – outside 30 kms of the Council Administration Building	C	\$275.00	Each
City Development	0953	Advertising – renaming fee (for roads, streets and localities)	C	\$380.00	Each
City Development	0954	Renaming fee (for roads, streets and localities)	C	\$1,000.00	Each

COMMITTEE MINUTES**M-1 TRAFFIC COMMITTEE - MEETING HELD 12 MARCH 2020****Author:** Bill Harvey**Director:** Caroline Angel**Summary:**

The Local Traffic Committee met on 12 March 2020. At this meeting, Traffic Committee considered 16 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 12 March 2020
- b endorse the recommendations of the Traffic Committee

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	APPROVAL
RP1	Tolland Open cycling meeting	High	\$0	N/A	Approved under staff delegation
RP2	NSW Junior State Cup – traffic impacting Event	High	Unknown	Overall event budget managed by organiser	Approved under staff delegation
RP3	Wagga Wagga Mardi Gras	High	Unknown	Overall event budget managed by organiser	Approved under staff delegation
RP4	Light Horse Association on-street event	High	\$700	Road Closures for Events	Approved under staff delegation
RP5	Farrer Road Upgrade design	Nil	\$0	N/A	Seeking Council endorsement

No.	ITEM	UNMITIGATED RISK RATING	ESTIMATED COST	FUNDING SOURCE	APPROVAL
RP6	Edward Street parking restriction between Best Street and Fox Street	<i>High</i>	\$250	Lines and Signs Budget	Seeking Council endorsement
RP7	Forsyth Street parking restriction at number 160	<i>Medium</i>	\$250	Lines and Signs Budget	Seeking Council endorsement
RP8	Baylis Street loading zone at Victoria Hotel	<i>Nil</i>	\$150	Lines and Signs Budget	Seeking Council endorsement
RP9	Sturt Street loading zone near Henley Lane	<i>Medium</i>	\$200	Lines and Signs Budget	Seeking Council endorsement
RP10	Travers Street – advance warning where horses cross	<i>Medium</i>	\$0	N/A	Seeking Council endorsement
RP11	Fitzmaurice Street – extending bus zone near Johnston Street	<i>Nil</i>	\$0	TfNSW funding	Seeking Council endorsement
RP12	Macleay Street – bus zone at TAFE	<i>Nil</i>	\$0	TfNSW funding	Seeking Council endorsement
RP13	Estella Road – traffic management around proposed public school site	<i>Very High</i>	\$0	NSW Government	Seeking Council endorsement
RP14	Bourke Service Road – changes to controls	<i>High</i>	\$1,500	Lines and Signs Budget	Seeking Council endorsement

No.	ITEM	UNMITIGATED RISK RATING	ESTIMATED COST	FUNDING SOURCE	APPROVAL
RP15	Southern Exit Road and Koorlingal Road – intersection design	<i>High</i>	N/A	Project Budget	Seeking Council endorsement
RP16	BMW Riverina Food and Wine Festival	<i>High</i>	N/A	Event Organiser	Approved under staff delegation

Items of Particular Interest

RP-6 Edward Street Parking Restriction Between Best Street and Fox Street

A letter was received from a resident who had been made aware of the proposal to remove the very short length of permissible parallel parking space on this length of kerb after the Traffic Committee business paper was distributed to members but before the meeting. Members were shown a copy of the letter and they considered the suggested ramifications that were outlined in the letter.

Members were concerned about the safety of all vehicle users who drive on this length of Edward Street. The available parking space is not wide enough to be compliant with the Australian Standard. Residents have off street parking via driveways. There is adequate nearby on-street parking.

RP-13 Estella Road – Traffic Management Around Proposed Public School Site

There was considerable discussion about this matter that is related to the construction of a new public school on Estella Road opposite the intersection with Gunn Drive. The proximity of the intersection to what is likely to be a Children's Crossing was a topic of discussion with the ability of the location to meet the requirements of such a facility in question. Several other issues were raised by members that could not be answered in that meeting. Members recommended that the matter be considered at a further meeting at which the developer's project manager and traffic planner and designer might be invited to attend.

RP-14 Bourke Service Road – Changes to Controls

There was discussion about the implications that might be caused by the implementation of the recommendation. While unforeseen situations may arise as a result the recommended changes, members are of the opinion that reducing vehicle traffic on the Bourke Service Road around Turvey Park Public School and at the intersection of Jack Avenue, Bourke Service Road and Bourke Street will reduce the potential for road trauma.

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 19 March 2020	Current Available Budget
RP4	\$700	Event Road Closure	\$40,000	\$11,972	\$28,028
RP6, RP7, RP8, RP9, RP14	\$250 \$250 \$150 \$200 <u>\$1,500</u> \$2,350	Lines & Signs	\$360,514	\$227,752	\$132,762

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

The Traffic Committee consists of a Councillor, NSW Police, Transport for New South Wales, and a representative of the Local Member of Parliament. 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 Minutes 12 March 2020

MINUTES of the TRAFFIC COMMITTEE held on Thursday 12 March 2020.

APOLOGIES

Councillor Dan Hayes
Peter Braneley

Council – voting instructions provided to Chair
Local Member's Representative – voting
instructions provided to Chair

PRESENT

Sergeant Steven Bloomfield	NSW Police
Senior Constable Gary Lawson	NSW Police
Katherine Boulton	Transport for NSW

IN ATTENDANCE

Bill Harvey	Council's Senior Traffic Officer (Chair)
Emma Reynolds	Council's Road Safety Officer
Shannon Coghlan	Council's Infrastructure Administration Coordinator

The meeting of the Traffic Committee commenced at 9.15am.

ACKNOWLEDGEMENT OF COUNTRY

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

CONFIRMATION OF MINUTES**CM-1 CONFIRMATION OF MINUTES - MEETING HELD 14 NOVEMBER 2019*****Recommendation:***

On the Motion of Councillor D Hayes and S Bloomfield

That the Minutes of the proceedings of the Traffic Committee Meeting held on 14 November 2019 be confirmed as a true and accurate record.

CARRIED

DECLARATIONS OF INTEREST

No Declarations of Interest received.

MINUTES of the **TRAFFIC COMMITTEE** held on Thursday 12 March 2020.

REPORTS

RP-1 TOLLAND OPEN CYCLING MEETING - ON-STREET EVENT

Recommendation:

On the Motion of K Boulton and S Bloomfield

Traffic Committee members note that the following matter was distributed to members by email on 18 December 2019 with members voting in favour of the recommendation.

Traffic Committee endorses the conduct of bicycle races on 7 and 8 March 2020 using a course at Ladysmith and Gregadoo East, as per attached traffic control plans, and subject to the following conditions:

- a the arrangements for route, timing and other issues that are set out in the application documents are adhered to
- b all provisions of Road Transport Legislation are followed
- c approval pursuant to section 115 of the Road Transport Act 2013 being given by the Commissioner of Police or their 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 followed
- e any reasonable direction that is given by a Wagga Wagga City Council Officer 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 road cones (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
- j failure to comply with any of these conditions will immediately void approval for the event

CARRIED

POINTS OF DISCUSSION

There have been no adverse issues raised about the conduct of this event in 2020.

MINUTES of the **TRAFFIC COMMITTEE** held on Thursday 12 March 2020.

RP-2 NSW JUNIOR STATE CUP - TRAFFIC IMPACTING EVENT***Recommendation:***

On the Motion of K Boulton and S Bloomfield

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 from 21 to 23 February 2020, subject to the following conditions being met:

- a a Traffic Management Plan (TMP) is prepared with the intent of managing the interaction of event and non-event vehicle and pedestrian traffic on roads surrounding and nearby to Jubilee Park
- 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 TMP
- d the event organiser will have variable message board systems in place continuously for seven days before the event, providing warnings for 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 TMP are to be implemented and maintained throughout the event
- g organisers and event participants obey directions given by Police
- 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
- j failure to comply with any of these conditions will immediately void approval for the event in respect of the proposed road closures

CARRIED

POINTS OF DISCUSSION

There have been no adverse issues raised about the conduct of this event in 2020.

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 12 March 2020**.

RP-3 WAGGA WAGGA MARDI GRAS - ON-STREET EVENT***Recommendation:***

On the Motion of K Boulton and S Bloomfield

That Traffic Committee members note that the following matter was distributed to members on 11 January 2020 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 14 March 2020 subject to the following conditions:

- a The event is conducted as per the times, locations, conditions, and circumstances that are listed 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 takes part in the event is to exceed a speed of 10 km/h (walking pace) during 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 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

MINUTES of the TRAFFIC COMMITTEE held on Thursday 12 March 2020.

- n No person who is riding on a motorised float is permitted to ride on any structure or addition to the vehicle that does not have a solid standing space or a tether system that is connected to an appropriate anchor point and that is capable of preventing that person from falling from the vehicle
- o 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
- p Any other motorised vehicle that takes part in the parade must be registered for use on roads in New South Wales
- q 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
- r 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
- s Failure to comply with any condition immediately voids approval for the event and traffic regulation and restriction will apply from that time

CARRIED

RP-4 LIGHT HORSE ASSOCIATION - ON-STREET EVENT

Recommendation:

On the Motion of K Boulton and S Bloomfield

Traffic Committee members note that the following matter was distributed to members as a class 3 event by email on 14 February 2020 with members voting in favour of the recommendation.

That Traffic Committee endorse the conduct of the on-street event in the form of a ride by members of the Light Horse Association on 22 February 2020 subject to the following conditions:

- a Failure to comply with any of the following conditions will immediately cancel approval for the event
- b A certified traffic control plan is to be implemented and monitored by accredited traffic control personnel at Ivan Jack Drive
- c The event is to start and finish in Dobbs Street with the Victory Memorial Gardens (VMG) as the extent of the ride
- d The event will follow the route from Dobbs Street, Freer Street, Beckwith Street, The Esplanade, Ivan Jack Drive, Morrow Street and return by reverse route
- e All horses that are involved in this event will be under the direct control of a competent rider

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- f Riders must comply with road transport legislation that applies to the movement of horse and riders on the road network
- g Organisers and event participants are to obey all directions that are given by Police or by Council Officers
- h The event organiser will produce a certificate of currency for public liability insurance to the value of at least \$20 million that relates to this event and that mentions the Wagga Wagga City Council and Transport for NSW as interested parties

CARRIED

POINTS OF DISCUSSION

There have been no adverse issues raised about the conduct of this event in 2020.

RP-5 FARRER ROAD UPGRADE DESIGN***Recommendation:***

On the Motion of K Boulton and S Bloomfield

Traffic Committee members note that a matter relating to the proposed changes to be made to control of traffic on the full length of Farrer Road was sent to members by email on 4 December 2019.

Traffic Committee recommends that:

- a The line marking and painted traffic controls that are depicted on pages 3–12 of the attachment are generally correct; however, there are concerns about the merging lanes on Farrer Road opposite the intersection with Lindrum Way where drivers will be making left turn manoeuvres. The merge length should be completed before reaching the intersection with consideration given to removing the second westbound lane, if that is necessary
- b The regulatory signs that are depicted on pages 18–23 of the attachment are generally correct except that the speed zone repeater signs must be removed from inside of the school zone area
- c The advance warning and advice signs that are depicted on pages 18–23 of the attachment are generally correct except that there is no need for advance warning at the westbound approach to the roundabout
- d The bus bays that are depicted on the southern side of the road at chainage 200 and 1450 must be at least 18 metres in length and should be regulated by installing standard R5-20 series BUS ZONE signs with the additional words:
 - 7am – 7pm
 - Sun to Wed
 - 7am – 10pm
 - Thu to Sat

MINUTES of the TRAFFIC COMMITTEE held on Thursday 12 March 2020.

- e The driveway entry and exit points that provide access for the Riverina Anglican College from the southern side of Farrer Road should be limited to only those driveways that are approved in development applications associated with the Riverina Anglican College
- f The road designer should provide a certification that the design is compliant with the Austroads Guide to Road Design, the Austroads Guide to Traffic Management, Australian Standards 1742 and 1743, and all associated Transport for New South Wales supplements

CARRIED

POINTS OF DISCUSSION

- The Committee discussed the need for a second lane for westbound traffic between TRAC and Boorooma Street given that the roundabout is reduced to one lane in.
- Members understand the limitations that have caused the westbound entry to the Boorooma Street roundabout to be limited to one lane.
- The intersection with Lindrum Way, as shown in the design adjacent to a merging lane, is not regarded as good design practice. The merging manoeuvre should be completed before the intersection.
- Under no circumstances should there be speed zone repeater signs displayed in a school zone as they could cause confusion.

RP-6 EDWARD STREET PARKING RESTRICTION BETWEEN BEST STREET AND FOX STREET

Recommendation:

On the Motion of K Boulton and S Bloomfield

Traffic Committee recommends a proposal subjecting the full length of the southern kerb of Edward Street, from Best Street to Fox Street, to a NO STOPPING control using standard R5-400 series signs.

CARRIED

POINTS OF DISCUSSION

- Members were shown a letter that was sent to the Traffic Committee, arriving after the business paper was assembled and distributed.
- Members are satisfied that residences on that section of Edward Street have adequate off-street parking.
- Parking is normally available in Fox Street, within 50 metres of the front gate to number 164 Edward Street.
- The width of the available parking space is too narrow to safely allow parking in any case.

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 12 March 2020**.

RP-7 FORSYTH STREET - PARKING RESTRICTION AT NUMBER 160

Recommendation:

On the Motion of K Boulton and S Bloomfield

Traffic Committee recommends the installation of a length of NO PARKING zone on the southern side of Forsyth Street, using standard R5-40 series signs, that extends a distance of five metres on both sides of the single entry / exit driveway at 160 Forsyth Street.

CARRIED

RP-8 BAYLIS STREET LOADING ZONE AT VICTORIA HOTEL

Recommendation:

On the Motion of K Boulton and S Bloomfield

Traffic Committee recommends that a 20-metre length of LOADING ZONE, using standard R5-23 series signs with the added words:

5am – 7am

Wed to Fri

be installed on the eastern side of Baylis Street at the front of number 55–57 (Victoria Hotel) as depicted in the diagram below.

CARRIED

POINTS OF DISCUSSION

- The access to cellar is through a door that is located in the middle of the hotel's front wall.
- The access door is too far from the bus zone for that zone to be used for this purpose.

RP-9 STURT STREET LOADING ZONE NEAR HENLEY LANE

Recommendation:

On the Motion of K Boulton and S Bloomfield

Traffic Committee recommends that the following actions be taken on the southern side of Sturt Street immediately west of the intersection with Henley Lane in the first two available parallel parking spaces that exist now:

- a install a 12-metre length of LOADING ZONE using standard R5-23 series signs with the added words:

7am – 9am

Wed to Fri

MINUTES of the TRAFFIC COMMITTEE held on Thursday 12 March 2020.

as per the diagram below

- b remove the 'T' and 'L' road markings from the two spaces that will in the times mentioned at Point 'a', be used as a LOADING ZONE
- c paint a short length of E1 unbroken edge line from the kerb alignment of Henley Lane, around the curve into Sturt Street as indicated in the diagram below

CARRIED

POINTS OF DISCUSSION

- Contrary to the recommendation contained in the business paper, members suggest that the LOADING ZONE should be established in the first two marked parking bays but only be active for the very limited time.
- Members were concerned about the rear offside corner of any delivery vehicle that was parked closer than necessary to Henley Lane.

RP-10 TRAVERS STREET - ADVANCE WARNING WHERE HORSES CROSS***Recommendation:***

On the Motion of K Boulton and S Bloomfield

Traffic Committee recommends that:

- a no additional advance warning device/s should be employed in Travers Street in association with the point at which riders often walk racehorses across the street between stables on the north side and the racecourse on the south side
- b the Road Safety Officer engage with the public with a view to reminding drivers of the road rules that apply to traffic is entering a road from a driveway and the expected behaviour of drivers who are travelling along a street and who might be passing that point

CARRIED

POINTS OF DISCUSSION

- Members are not aware of any problems that have arisen since the additional flashing warning lights were installed.

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 12 March 2020**.

RP-11 FITZMAURICE STREET - EXTENDING BUS ZONE NEAR JOHNSTON STREET***Recommendation:***

On the Motion of K Boulton and S Bloomfield

Traffic Committee members note that the following matter was distributed to members by email on 10 February 2020 with members responding in favour of the recommendation.

Traffic Committee recommends that the existing BUS ZONE located on the western side of Fitzmaurice Street, immediately north of the intersection with Johnston Street, should be increased in length from 18 to 30 metres, by converting two parallel parking bays to be included in the BUS ZONE. This will enable two buses to be accommodated in the zone at one time, as per the diagram below.

CARRIED

RP-12 MACLEAY STREET - BUS ZONE AT TAFE***Recommendation:***

On the Motion of K Boulton and S Bloomfield

Traffic Committee recommends the installation of 21 metres of BUS ZONE, using standard R5-20 series signs with added words:

7am – 7pm
Sun to Wed
7am to 10pm
Thu to Sat

on the eastern side of Macleay Street between the southern end of the NO PARKING zone at the front of the TAFE administration building and the northern end of the NO STOPPING zone that is associated with the pedestrian kerb bulb.

CARRIED

POINTS OF DISCUSSION

- This is a new BUS ZONE on a new route.

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 12 March 2020**.

RP-13 ESTELLA ROAD - TRAFFIC MANAGEMENT AROUND PROPOSED PUBLIC SCHOOL SITE***Recommendation:***

On the Motion of K Boulton and S Bloomfield

Traffic Committee recommends that the developer and the road designer be asked to attend a future meeting of Traffic Committee to discuss matters with members, including the following specific issues:

- a the number of children who will be enrolled at the school
- b activity around the intersection of Estella Road and Gunn Drive
- c proximity of the intersection of Estrella Road and Gunn Drive to the nominated crossing point on Estella Road and how that proximity aligns with the required design of a Children's' Crossing
- d required clear sight distance for the implementation of a Children's' Crossing
- e how the pedestrian desire lines are intended to be changed
- f the effect that any change to the location of the Children's' Crossing will have on the location and function of the proposed bus bay
- g requirement for a channelised right turn arrangement to enter the drop off and pickup lane
- h the general operation of the staff car park
- i the interaction between traffic that is leaving the staff car park and traffic that is entering the drop off and pickup lane
- j implementation of Kiss-and-Go zones around the school
- k how parking can be restricted on the southern side of Estella Road opposite the school to minimise risk of pedestrians crossing the road
- l the length of the drop off and pickup lane
- m how the road around the drop off and pickup lane is proposed to operate when the lane is full

CARRIED

POINTS OF DISCUSSION

- Contrary to the suggested recommendation in the business paper, members were not satisfied that the proposed pedestrian and vehicle traffic environment would be safe, particularly with the high number of young pedestrians that are likely to be in the area.
- Members have many questions that only the project manager and/or the traffic facility designer will be able to answer.

MINUTES of the **TRAFFIC COMMITTEE** held on Thursday 12 March 2020.

RP-14 BOURKE SERVICE ROAD - CHANGES TO CONTROLS**Recommendation:**

On the Motion of K Boulton and S Bloomfield

Traffic Committee recommends that the following strategies be employed on the western Bourke Service Road and at intersecting streets and driveways between Huthwaite Street and Jack Avenue:

- a install a 240-metre length of NO PARKING zone, using standard R5-40 series signs along the eastern kerb of Bourke Service Road, i.e., the kerb between the service road and Bourke Street proper.
- b install an 'A' size R2-11 TWO-WAY graphic arrows sign on the western kerb of Bourke Service Road, as near as possible to the intersection with Huthwaite Street, facing north bound traffic.
- c paint two-way graphic arrows on the road seal in Bourke Service Road at 100 metres intervals between the intersections with Huthwaite Street and McKell Avenue
- d remove the R2-14(L) arrow graphic all traffic left sign from the eastern side of the Bourke Service Road opposite the main entry and exit from The Haven complex
- e install an 'A' size D4-2-3 bi-directional hazard marker on the eastern side of Bourke Service Road opposite the main entry and exit from The Haven complex, facing traffic that is exiting through that driveway.
- f remove the R2-14(L) arrow graphic all traffic left sign from the eastern side of the Bourke Service Road opposite the intersection with McKell Avenue.
- g install an 'A' size D4-2-3 bi-directional hazard marker on the eastern side of Bourke Service Road opposite the intersection with McKell Avenue, facing traffic that is travelling east in McKell Avenue
- h install an R2-2(L) ONE-WAY sign on the eastern side of Bourke Service Road immediately on the northern side of the intersection with McKell Avenue
- i install an 'A' size R2-17 ONE WAY sign on the western side of Bourke Service Road 10 metres north of the intersection with McKell Avenue and facing north bound traffic.
- j paint one-way graphic arrows on the road seal in Bourke Service Road at 100 metres intervals between the intersections with McKell Avenue and Jack Avenue
- k Council's Road Safety Officer to undertake engagement with drivers who live and work at The Haven to explain the intended traffic flow plan
- l Council to design an improved intersection layout of formed islands and medians near the intersection of Huthwaite Street, Bourke Street and Bourke Service Road that will provide improved traffic flow.

CARRIED

MINUTES of the **TRAFFIC COMMITTEE** held on Thursday 12 March 2020.

POINTS OF DISCUSSION

- Reduction in vehicle traffic around a school is regarded as a worthwhile goal.

RP-15 SOUTHERN EXIT ROAD AND KOORINGAL ROAD - INTERSECTION DESIGN

Recommendation:

On the Motion of K Boulton and S Bloomfield

Traffic Committee recommends that the attached plans relating to the intersection of the Southern Exit Road from the Exhibition Centre with Koorringal Road be implemented including:

- installation of an 'A' size R1-2 GIVE WAY sign on the south-east corner of the intersection, facing traffic that is travelling on the Southern Exit Road
- installation of a TB line across the face of the intersection in conjunction with the GIVE WAY sign
- installation of duplicated 'A' size R2-4 NO ENTRY sign on the north-east corner of the intersection, facing any driver that might consider turning from Koorringal Road into the Southern Exit Road
- installation of an 'A' size R2-14(L) symbolic ALL TRAFFIC LEFT sign on the back of the sign that is mentioned at point 'c' (above) and that faces west bound traffic that is exiting the Exhibition Centre on Southern Exit Road
- construction of a length of semi-mountable 1.2-metre-wide median island along the centre of Koorringal Road that is capable of preventing a right turn movement from Koorringal Road into the Southern Exit Road or from the Southern Exit Road into Koorringal Road
- installation of 'A' size R2-31 KEEP LEFT plates on the ends of the median island that is mentioned at point 'e' (above), facing north and south bound traffic.
- installation of overhead street lighting that complies with Australian Standard AS/NZS 1158 that is in place and operational before any construction of a structure that stands above the level of the road seal is commenced.

CARRIED

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 12 March 2020**.

RP-16 BMW RIVERINA FOOD AND WINE FESTIVAL - ON-STREET EVENT***Recommendation:***

On the Motion of K Boulton and S Bloomfield

That Traffic Committee note the following matter was distributed to members on 20 February 2020 with members responding in favour of the event.

That Traffic Committee endorse the conduct of the Food and Wine Festival, to be held in the Victory Memorial Gardens and on Morrow Street between Baylis Street and Peter Street on Saturday 28 March 2020 subject to the following conditions:

- a a certified and approved Traffic Control Plan (TCP) that prevents ordinary traffic access to the area is to be implemented and maintained by appropriately authorised personnel prior to and throughout the event
- b there is to be no vehicular movement in the nominated areas during the event once setup is complete
- c organisers and event participants obey all Police directions
- d 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
- e no event participant is to occupy a position on a road that is outside of the closed area
- f failure to comply with any condition immediately voids approval for the event and normal traffic regulation and restriction will apply from that time

CARRIED

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 12 March 2020**.

QUESTIONS WITH NOTICE

QWN-1

A report on traffic controls in Forsyth Street, between Baylis Street and Berry Street, and the high number of U turns that are made by drivers in that area to be prepared and presented to a future meeting of Traffic Committee.

The Traffic Committee rose at 11:10am.

QUESTIONS/BUSINESS WITH NOTICE

CONFIDENTIAL REPORTS**CONF-1 SOLAR PROJECT VARIATION****Author:** Thomas Lemerle**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 PROPOSED RENT ABATEMENTS FOR COUNCIL TENANTS**Author:** Dianne Wright**Director:** Michael Keys

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) (ii) commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council.

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

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 Dallas Tout

IN ATTENDANCE

General Manager	(Mr P Thompson)
Director Community	(Mrs J Summerhayes)
Director Commercial Operations	(Ms C Angel)
Director Regional Activation	(Mr M Keys)
Manager Procurement Services	(Mr D Butterfield)
Manager Audit, Risk & Governance	(Ms I Hensley)
Manager City Strategy	(Mr T Kell)
Manager Corporate Strategy & Communications	(Mr S Gray)
Manager Technical & Strategy	(Mr P Ross)
Manager Development Assessment & Building Certification	(Mr P O'Brien)
Corporate Governance Coordinator	(Mrs N Johnson)
Communications & Engagement Officer	(Mr S Shaw)
Manager Council Businesses	(Mr D Woods)

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.

This is page 1 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

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.

PROCEDURAL MOTION - SUSPENSION OF STANDING ORDERS

20/077 RESOLVED:

On the Motion of Councillors V Keenan and T Koschel

That Council suspend standing orders for the Mayor, Councillor Greg Conkey OAM to unveil a plaque to commemorate the 150th Anniversary of the Proclamation of the Municipality, the time being 6:01pm.

CARRIED

PROCEDURAL MOTION - RE-INSTATE STANDING ORDERS

20/078 RESOLVED:

On the Motion of Councillors P Funnell and T Koschel

That Council re-instate standing orders, the time being 6:20pm.

CARRIED

APOLOGIES

An apology for non-attendance was received and accepted for Councillor Kerry Pascoe and Director Corporate Services, Mrs Natalie Te Pohe.

CARRIED

This is page 2 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 24 FEBRUARY 2020

20/079 RESOLVED:

On the Motion of Councillors D Hayes and D Tout

That the Minutes of the proceedings of the Ordinary Council Meeting held on 24 February 2020 be confirmed as a true and accurate record.

CARRIED

DECLARATIONS OF INTEREST

Councillor R Kendall declared a Significant, Pecuniary Interest in CONF-2 - RFT2020-25 ROAD PAVEMENT MATERIAL SUPPLY the reason being that a Director of one of the tenderers is a business associate of his and vacated the chamber during its consideration.

Councillor P Funnell declared a Non-Significant, Non-Pecuniary Interest in CONF-4 - CODE OF CONDUCT MATTER the reason being that he is named in the report and remained in the chamber during its consideration.

PROCEDURAL MOTION - CHANGE OF STANDING ORDERS

20/080 RESOLVED:

On the Motion of Councillors P Funnell and R Kendall

That Council bring forward consideration of ENGLOBO to precede the public discussion forum.

CARRIED

This is page 3 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

PROCEDURAL MOTION - ENGLOBO

20/081 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

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-4, RP-6 to RP-10, RP-12 to RP-14, M-2, CONF-1 and CONF-3, be adopted as recommended in the business papers

CARRIED

PUBLIC DISCUSSION FORUM

RP-1 DCP AMENDMENT - MANAGEMENT OF ADDITIONS, SECONDARY DWELLINGS AND INFILL DEVELOPMENT WITHIN THE HERITAGE CONSERVATION AREA

- Mr Chris Roche – Speaking against the report
- Dr Michael Whitelaw – Speaking against the report

R-3 DUNNS ROAD

- Mr Wayne Lennon – Speaking in favour of the report

PROCEDURAL MOTION - CHANGE OF STANDING ORDERS

20/082 RESOLVED:

On the Motion of Councillors T Koschel and D Hayes

That Council bring forward consideration of the following report to follow the public discussion forum:

- **RP-1 DCP AMENDMENT - MANAGEMENT OF ADDITIONS, SECONDARY DWELLINGS AND INFILL DEVELOPMENT WITHIN THE HERITAGE CONSERVATION AREA**
- **R-3 DUNNS ROAD**

CARRIED

This is page 4 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

RP-1 DCP AMENDMENT - MANAGEMENT OF ADDITIONS, SECONDARY DWELLINGS AND INFILL DEVELOPMENT WITHIN THE HERITAGE CONSERVATION AREA

20/083 RESOLVED:

On the Motion of Councillors P Funnell and D Hayes

That Council:

- a place the proposed DCP amendment in relation to heritage on public exhibition from 21 March 2020 to 18 April 2020 (inclusive) and invite public submissions on the amendment until 2 May 2020
- b place the proposed DCP amendment in relation to the site-specific control for Coedong Lane on public exhibition from 21 March 2020 to 18 April 2020 (inclusive) and invite public submissions on the amendment until 2 May 2020
- c receive a further report following the exhibition and submissions period
 - i Addressing any submissions made in respect of the amendments
 - ii Proposing adoption of the amended DCP unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period

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
D Tout

Against the Motion

This is page 5 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 16 March 2020.

RP-3 DUNNS ROAD

20/084 RESOLVED:

On the Motion of Councillors D Hayes and V Keenan

That Council:

- a accept the Federal Government grant of \$5,804,356 as a contribution towards the total cost of \$8,291,937 for the construction of Dunns Road
- b contribute \$2,487,581 towards the construction of Dunns Road
- c delegate authority to the General Manager or their delegate to execute any necessary documents on behalf of Council
- d proceed to complete the detailed survey and design of Dunns Road in line with the approved grant application
- e proceed with the preparation of a review of environmental factors/environmental impact statement (REF/EIS), co-ordinate relevant service authority infrastructure relocations, and commence negotiations for land acquisitions where appropriate
- f approve for the Dunns Road project outlined within the report (which is currently included in the Potential Projects listing) to be included in the 2019/20 and 2020/21 Capital Works Delivery Program
- g approve the budget variation for the timing of the works as detailed in the Financial Implications section of 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
D Tout

Against the Motion

This is page 6 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

NOM-1 NOTICE OF MOTION - DEFERRING COSTS AND CHARGES FOR NEW BUSINESSES

20/085 RESOLVED:

On the Motion of Councillors T Koschel and P Funnell

That Council receive a report:

- a outlining the current support provided to new businesses
- b outlining the Council related fees/costs that new businesses may have to pay to be established
- c outlining the current strategies in attracting new businesses to the Wagga LGA
- d exploring options for providing further assistance for new businesses and associated costs
- e that includes risk management strategies that may be considered in respect to this 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
D Tout

Against the Motion

This is page 7 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

NOM-2 NOTICE OF MOTION - TRAFFIC MANAGEMENT IN THE NORTHERN GROWTH AREA

20/086 RESOLVED:
On the Motion of Councillors P Funnell and D Hayes

That Council:

- a receive a report by September 2020 presenting the methodology and solutions for traffic management in the Northern Growth Area (Estella and surrounding suburbs), and the connectivity options to the city
- b write to Transport for NSW (RMS) and relevant NSW Government Ministers calling for the immediate release of the 'Wagga Traffic Corridor Study'
- c develop a communications and engagement plan to inform and present traffic management plans to the community

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
D Tout

Against the Motion

REPORTS FROM STAFF

RP-1 - DCP AMENDMENT - MANAGEMENT OF ADDITIONS, SECONDARY DWELLINGS AND INFILL DEVELOPMENT WITHIN THE HERITAGE CONSERVATION AREA was moved forward to follow the public discussion forum.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

RP-2 **DA19/0603 - ALTERATIONS AND ADDITIONS INCLUDING REAR EXTENSION AND GARAGE AT 93 BEST STREET, WAGGA WAGGA, LOT 17 SECTION 49 DP 759031**

20/087 **RESOLVED:**

On the Motion of Councillors R Kendall and D Hayes

That Council defer consideration of RP-2 DA19/0603 - ALTERATIONS AND ADDITIONS INCLUDING REAR EXTENSION AND GARAGE AT 93 BEST STREET, WAGGA WAGGA, LOT 17 SECTION 49 DP 759031 pending the outcome of the amendment to the DCP as per RP-1 - MANAGEMENT OF ADDITIONS, SECONDARY DWELLINGS AND INFILL DEVELOPMENT WITHIN THE HERITAGE CONSERVATION AREA

CARRIED

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

Division

For the Motion

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

Against the Motion

RP-3 – DUNNS ROAD was moved forward to follow the public discussion forum.

RP-4 **PROPOSED NEW BUS ZONES**

20/088 **RESOLVED:**

On the Motion of Councillors D Hayes and R Kendall

That Council:

- a endorse the recommendations of the Traffic Committee in respect of two business items that were distributed to members electronically on 10 February 2020 and that relate to the:

This is page 9 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

- i the extension of an existing **BUS ZONE** on the western side of Fitzmaurice Street, immediately north of the intersection with Johnston Street, by a length of 12 metres
- ii establishment of a new **BUS ZONE** in Macleay Street at the front of the TAFE NSW Wagga Wagga campus

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
D Tout

Against the Motion

RP-5 KINCAID STREET - CENTRE OF ROAD PARKING - REVIEW OF TRIAL

20/089 RESOLVED:

On the Motion of Councillors D Hayes and V Keenan

That Council make the parking arrangements in the centre of Kincaid Street permanent with the changes outlined in the body of this 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
D Tout

Against the Motion

This is page 10 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

RP-6 WAGGA WAGGA SPECIAL ACTIVATION PRECINCT (SAP)

20/090 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council provide in-principle support for the draft Wagga Wagga Special Activation Precinct Masterplan being placed on public exhibition to enable community consultation and engagement.

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
D Tout

Against the Motion

RP-7 DRAFT REGIONAL PROCUREMENT PREFERENCE POLICY

20/091 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council:

- a note that the Audit, Risk and Improvement Committee have provided feedback at their meeting on 20 February 2020 that has been incorporated into the draft Regional Procurement Preference Policy – POL 064
- b endorse the draft Regional Procurement Preference Policy – POL064 and place on exhibition for a period of 28 days from 21 March 2019 and invite public submissions for 42 days until 2 May 2020 on the draft Regional Procurement Preference Policy – POL 064
- c receive a further report following the public exhibition and submission period:
 - i addressing any submission made in respect of the draft Regional Procurement Preference Policy – POL 064
 - ii proposing adoption of the Policy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period

CARRIED

This is page 11 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

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
D Tout

Against the Motion

RP-8 PROPOSED NEW FEE FOR THE 2019/20 FEES AND CHARGES

20/092 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council:

- a note that there were no public submissions received during the exhibition period
- b adopt the following new fee for inclusion in the 2019/20 Fees and Charges:

Item Number	Fee and Charge Description	Pricing Policy ID	2019/20 Fee (exclusive of GST)	GST	2019/20 Fee (inclusive of GST)	Basis
NEW	Domestic Waste Management Service Charge – Provision of 1,100L General Waste bins to Multi Unit Developments (Non Strata) Provided on application and Council Officer approval. Charged per bin, per year and is in addition to the Domestic Waste Management	C	\$650.00	\$0.00	\$650.00	Each Bin

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.....MAYORGENERAL MANAGER

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

	Service Charge – Multi Unit Developments (Non Strata) and additional bins service charges.					
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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
D Tout

Against the Motion

RP-9 NATIONAL GENERAL ASSEMBLY - CALL FOR MOTIONS

20/093 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council endorse submitting the motion outlined in the report to the National General Assembly of Local Government Annual Conference on 14 to 17 June 2020.

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
D Tout

Against the Motion

This is page 13 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

RP-10 RFT2020-10 PROVISION OF INTERNAL AUDIT SERVICES

20/094 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council, in accordance with Clause 178(3)(f) of the Local Government (General Regulation) 2005 (LG Regulation) formally declines to accept any tender for the reason that it will carry out internal audit services using employed staff.

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
D Tout

Against the Motion

Councillor T Koschel vacated the chamber, the time being 7:44pm.

Councillor T Koschel re-entered the chamber, the time being 7:45pm.

RP-11 PERFORMANCE REPORT - JULY TO DECEMEBER 2019

20/095 RESOLVED:

On the Motion of Councillors P Funnell and D Hayes

That Council accept the Performance Reports against Council's Combined Delivery Program and Operational Plan 2019/2020 as at December 2019.

CARRIED

This is page 14 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 16 March 2020.

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
D Tout

Against the Motion

RP-12 RESPONSE TO QUESTIONS/BUSINESS WITH NOTICE

20/096 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

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
D Tout

Against the Motion

RP-13 LIVESTOCK MARKETING CENTRE - DELIVERY FAN DRAFT IMPROVEMENTS

20/097 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council approve the budget variations listed in the financial section to be sourced from the Livestock Marketing Centre reserve.

CARRIED

This is page 15 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

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
D Tout

Against the Motion

**RP-14 GREGADOO WASTE MANAGEMENT FACILITY - NEW
WEIGHBRIDGE INFRASTRUCTURE, APPROACH ROADS AND
CONTROL OF ACCESS**

20/098 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

**That Council approve the budget variations detailed in the financial section of
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
D Tout

Against the Motion

This is page 16 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the
CITY OF WAGGA WAGGA held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

COMMITTEE MINUTES

M-1 CRIME PREVENTION WORKING GROUP

20/099 RESOLVED:

On the Motion of Councillors D Hayes and V Keenan

That Council receive the minutes of the Crime Prevention Working Group held on 24 February 2020.

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
D Tout

Against the Motion

M-2 AUDIT RISK AND IMPROVEMENT COMMITTEE - 20 FEBRUARY 2020

20/100 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council endorses the recommendations contained in the minutes of the Audit, Risk and Improvement Committee Meeting held on 20 February 2020.

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
D Tout

Against the Motion

This is page 17 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 16 March 2020.

Councillor P Funnell vacated the chamber, the time being 7:59pm.

Councillor P Funnell re-entered the chamber, the time being 8:00pm.

QUESTIONS/BUSINESS WITH NOTICE

1. Councillor D Hayes requested advice COVID-19 in particular:

- What ways are Council preparing for COVID-19 in line with NSW Health
- Is the Senior Citizens Centre operational
- Noting Council's position on flexible working arrangements and protections in place for of vulnerable workers, has Council activated its Disaster Recovery Framework
- Do we need to lift curfews on supermarket delivery times
- What delegation of authority is available to the Mayor and General Manager between meetings for time sensitive matters
- What is Council's position on future Council Meetings and potential quorum issues
- Have Council asked its contractors of essential services of the strategies they have in place to manage COVID-19 in the services they provide

General Manager, Peter Thompson, Director Operations Caroline Angel and Director Community, Janice Summerhayes provided a verbal update on what actions Council have taken to date including:

- Adopting NSW Government approach for all Council staff
- Ensuring health services are available and assist to slow the spread of the virus
- Cancellation of major events in accordance with direction of NSW Health
- Developing uniformed plans of Council's essential services in conjunction with regional Joint Organisations
- Reviewing with a focus to deliver essential services, facilities and operational needs to the community
- Lobbying State Government for legislative change so that Councillors can attend meetings remotely

2. Councillor D Hayes requested advice on if Council are providing a submission on the NSW 20 Year Waste Strategy Issues Papers and Plastics Plan Discussion Paper?

3. Councillor V Keenan requested advice to be provided to Councillors prior to the next Council meeting on what Council's plan is in the event a quorum cannot be met at a future Council meeting, to ensure continuity of business at the Councillor level.

This is page 18 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

.....MAYORGENERAL MANAGER

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 16 March 2020.

4. Councillor V Keenan requested Council lobby the NSW Government to consider amendment to legislation and the Model Code of Conduct to allow remote participation of Councillors at a Council Meeting.
5. Councillor R Kendall requested the Mayoral Honour Board in the Historic Council Chambers be updated.
6. Councillor R Kendall requested information on Council's position and future consideration of disability transport and easily accessible pick up and movement spots.
7. Councillor T Koschel thanked and expressed appreciation to the Mayor, Greg Conkey OAM, General Manager, Peter Thompson, Member for Wagga Wagga, Dr Joe McGirr and Wagga Wagga Mardi Gras event organiser Holly Conroy for the press conference held on Friday 13 March 2020, including the livestreaming of the press conference, in announcing the cancellation of the 2020 Wagga Wagga Mardi Gras in the wake of COVID-19. He also extended thanks and appreciation to Holly Conroy for her organisation and contribution of the Mardi Gras event and the manner in which she conducted herself in cancellation of the event.
8. Councillor T Koschel requested advice on if Council has a policy on Notice of Motions and timeframes for reporting back to Council.
9. Councillor P Funnell acknowledged and congratulated Graeme Falconer and organisers of the Blackdog Institute Ride for a very successful event held over the weekend.
10. Councillor P Funnell expressed his disappointment to the organisers of the beach party facilitated following the cancellation of the Mardi Gras, posted on Facebook.
11. The Mayor, G Conkey OAM extended his thanks and appreciation to the Wagga Wagga Mardi Gras event organiser Holly Conroy, for the outstanding leadership she showed in the press conference held on 13 March 2020, during an extremely difficult time for her with the cancellation of the 2020 Wagga Wagga Mardi Gras event. He stated that he was very impressed with her statements on that day and future correspondence he has had with her.
12. The Mayor, G Conkey OAM commented on the difficult time being experienced by the community and Council due to COVID-19 and the cancellation of major events in the City now and in the coming months. He stated the significant flow on effect and economic impact to the community over an extended period to come.
13. The Mayor, G Conkey OAM expressed this thanks and appreciation to staff for the organisation of the Council Meeting in the Historic Council Chambers to commemorate the 150th Anniversary.

This is page 19 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

CLOSED COUNCIL

20/101 RESOLVED:

On the Motion of Councillors D Tout and R Kendall

That the Council now resolve itself into a Closed Council, the time being 8:16pm.

CARRIED

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

CONFIDENTIAL REPORTS

CONF-1 RFT2020-16 ENTWINE LANDSCAPING DESIGN AND CONSTRUCT

20/102 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council:

- a in accordance with Clause 178(1)(b) of the Local Government (General Regulation) 2005, decline all tenders for the RFT2020-16 Design and Construct Entwine Landscaping works
- b pursuant to clause 178(3)(e) of the Local Government (General Regulation) 2005, authorise the General Manager, or their delegate, to enter into negotiations with any person with the intention of entering into a contract for the Entwine Landscaping works
- c authorise the General Manager or their delegate to enter into a contract, using Council's Common Seal if required, should negotiations be successful

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
D Tout

Against the Motion

This is page 20 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

CONF-2 RFT2020-25 ROAD PAVEMENT MATERIAL SUPPLY

Councillor R Kendall declared a Significant, Pecuniary Interest and vacated the chamber, the time being 8:26pm.

20/103 RESOLVED:

On the Motion of Councillors P Funnell and D Hayes

That Council defers consideration of CONF-2 - RFT2020-25 ROAD PAVEMENT MATERIAL SUPPLY pending a request for further information.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
T Koschel
D Tout

Against the Motion

Councillor R Kendall re-entered the chamber, the time being 8:27pm.

CONF-3 FOREST HILL TENNIS COURTS

20/104 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council:

- a accept transfer of ownership of the Forest Hill Tennis Club land being Lot 2 DP 401907 and Lot 1 DP 103311 from the Forest Hill Tennis Club Incorporated for nil cost
- b agree to write off outstanding Council rates owed by the Forest Hill Tennis Club Incorporated in the amount of \$2,237.26
- c upon transfer classify the land as operational land in accordance with the provisions of s31 of the Local Government Act 1993
- d delegate authority to the General Manager or their delegate to complete and execute the any necessary documents on behalf of Council
- e authorise the affixing of Council's common seal to all relevant documents as required

This is page 21 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

- f approve the budget variations as detailed in the Financial Implications section of 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
D Tout

Against the Motion

At this stage of the meeting Director Community, Mrs J Summerhayes, Director Commercial Operations, Ms C Angel, Director Regional Activation, Mr M Keys, Manager Procurement Services, Mr D Butterfield and Manager Corporate Strategy & Communications, Mr S Gray vacated the Chamber the time being vacated 8:27pm.

Councillor T Koschel vacated the chamber, the time being 8:48pm.

CONF-4 CODE OF CONDUCT MATTER

20/105 RESOLVED:

On the Motion of Councillors P Funnell and D Tout

1. That the Council notes it is in receipt of a final investigation report submitted to the Council for consideration in accordance with the Code of Conduct and Administrative Procedures for the Code of Conduct, and which has been made available to Councillors with the confidential business paper for this meeting.
2. That the Council notes the findings made by the investigator that Councillor Koschel breached clauses 3.2, 3.7(c) and 3.10(c) of Council's Code of Conduct (June 2019) by breaching general conduct, harassment and discrimination and bullying provisions against a community member.
3. That the Council take no action in relation to the final investigation report.
4. That the reason(s) for not accepting their recommendation as included in the final investigation report) is that there is insufficient grounds to conclude a breach of the Code of Conduct.

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.....MAYORGENERAL MANAGER

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 16 March 2020**.

5. That Council requests the Complaints Coordinator notify the Office of Local Government NSW of the Council's decision not to adopt the investigator's recommendation and the reason(s) for it, in accordance with the Administrative Procedures for the Code of Conduct (adopted June 2019).

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Tout

Against the Motion

D Hayes
V Keenan
R Kendall

Councillor T Koschel re-entered the chamber, the time being 9:32pm.

At this stage of the meeting Director Community, Mrs J Summerhayes, Director Commercial Operations, Ms C Angel, Director Regional Activation, Mr M Keys, Manager Procurement Services, Mr D Butterfield and Manager Corporate Strategy & Communications, Mr S Gray re-entered the Chamber the time being vacated 9:32pm.

REVERSION TO OPEN COUNCIL

20/106 RESOLVED:

On the Motion of Councillors P Funnell and D Tout

That this meeting of the Closed Council revert to an open meeting of the Council, the time being 9:34pm.

CARRIED

THIS COMPLETED THE BUSINESS OF THE COUNCIL MEETING WHICH ROSE AT 9:37pm.

.....
MAYOR

This is page 23 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **16 MARCH 2020**.

.....MAYORGENERAL MANAGER