

AGENDA AND BUSINESS PAPER

Ordinary Meeting of Council

**To be held on
MONDAY
25 MAY 2020
AT 6:00PM**

The Council meeting will
be held remotely using
video-conferencing and
livestreamed on
Council's website

Phone: 1300 292 442

Fax: 02 6926 9199

Website: www.wagga.nsw.gov.au



City of
Wagga Wagga

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 remotely using video-conferencing and livestreamed on Council's website, Wagga Wagga, on Monday 25 May 2020 at 6:00pm.

Council live streams video and audio of Council meetings. Members of the public who provide a public address (via remote access) 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**

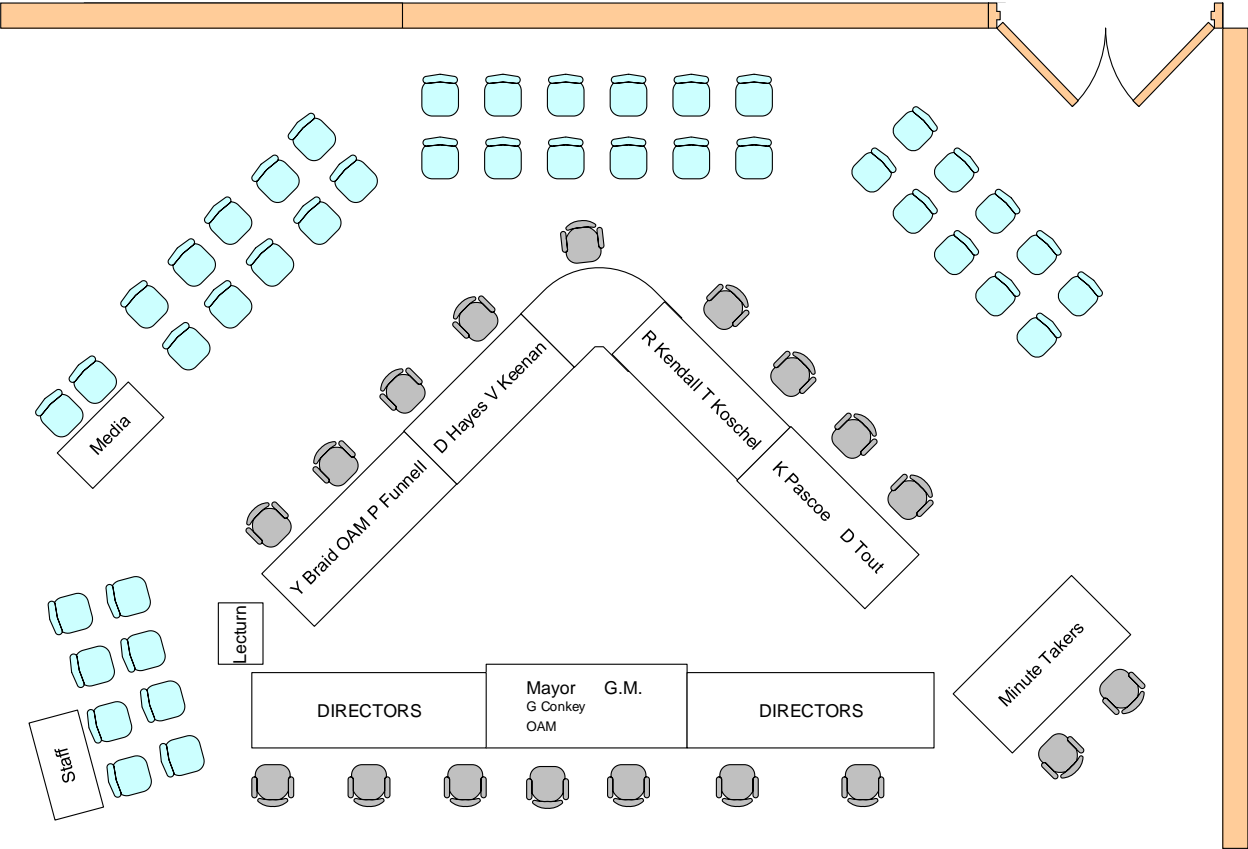


**Councillor Kerry
Pascoe**

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 25 MAY 2020

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PRAYER

ACKNOWLEDGEMENT OF COUNTRY

APOLOGIES

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 11 MAY 2020

Recommendation

That the Minutes of the proceedings of the Ordinary Council Meeting held on 11 May 2020 be confirmed as a true and accurate record.

Attachments

1   Minutes Ordinary Council Meeting - 11 May 2020 180

DECLARATIONS OF INTEREST

MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN**NOM-1 NOTICE OF MOTION - EMPLOYEE EXPENSES**

Author: Councillor Paul Funnell

Summary: The purpose of this notice of motion is to adopt a position of no increases in salaries, wages or payments for the year 2020/2021 and request support for this position through agreement and legislation.

Recommendation

That Council:

- a adopt a position of no increases in salaries, wages or payments for the year 2020/2021 to Councillors, contracted senior staff and all other employees.
- b approach LGNSW, the Office of Local Government and the relevant unions to negotiate and establish a legal framework for this implementation
- c notify the Premier the Hon. Gladys Berejiklian MP, NSW Treasurer the Hon. Dominic Perrottet MP, and the Minister for Local Government the Hon. Shelley Hancock MP of this position of council

Report

As an organisation we are looking for a methodology to offset known looming financial losses for future financial periods. Given that we find ourselves in unprecedented times due to the COVID-19 pandemic, this situation places economic pressure on every sector of the economy/community.

The recommendation is to 'adopt a position' and requests support for this position through agreement and legislation. We as a council cannot enforce this ourselves. However, given that we are responsible for our budget we must put forward and look at all options regarding what and how we consider to be responsible and considered actions to deliver principled and sustainable budgets in the best interests of the community that we represent.

Wagga Wagga City Council (WWCC), is not immune to these impacts and we already know that we have a looming \$4.3m deficit for 2021/2022. Our current rateable income is \$44.9m, this however is not inclusive of annual charges for kerbside, sewer and stormwater totalling \$26m and further user fees and charges of \$22.5m. These further charges must however be considered cost of doing business at a service delivery level.

Our current employee expenses for benefits and on-costs sits at a salary budget of \$49.4m. Under the current arrangement this grows exponentially approximately 4.1% annually, thereby on current figures at a cost of \$2M and grows exponentially annually. These figures are a high level snapshot of one section of our operational program and budget. The current situation is unsustainable even in good times let alone our current and future circumstances. Reigning in spending through this proposed position is one place to reign in an unsustainable budget. It is certainly not the low hanging fruit, we must continue to look under every rock, nook and cranny to find savings.

A salary freeze for 12 months would make a large contribution toward saving our budget whilst at the same time secures jobs and allows an opportunity to look for further options at our internal operation. To consider 'business as usual', rely on raising revenue, and not consider cost saving measures is just a road map to further economic, community and business hardship. We are not in control of our income; however, we are in control of our expenditure. We are looking for less than 2% of our overall annual budget to plug the shortfall, this concept finds approx. 45% of the budget shortfall and not the loss of one position.

This is not a position of, 'everyone else is hurting so we should too', this is a case of every other sector of the community have suffered job losses and business closures with a catastrophic destruction of our economy. Many of these situations won't be remedied for years to come, if at all. Therefore, simply put, the rest of the community won't be in a position to pay for increased costs for services we provide leaving us in the position that we must and need to cut expenditure and look for efficiencies.

We all, everyone in our organisation hold privileged positions that are protected and unique, we must never lose sight of that. What this report calls for is forgoing one annual automatic increase of 2.5% plus loadings, a total of 4.1%.

Personally, I believe there should be actual cuts to contracted salaries and upper levels of pay like many other institutions have had to do to save budgets and jobs. However, I do not believe the appetite is present with Councillors or Council to adopt such a position. I will therefore leave the recommendation as a one-year freeze.

As Councillors we represent the constituents of our LGA, as an organisation we are a service provider, to the community, that is ultimately funded by the community. We can no longer rely on living off grants or proposed handouts, we must be responsible for our own budget and destiny and therefore live within our means where possible.

Financial Implications

N/A

Policy and Legislation

Wagga Wagga City Council 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

NOM-2 NOTICE OF MOTION - LOCAL GOVERNMENT ELECTIONS**Author:** Councillor Paul Funnell

Summary: The purpose of this notice of motion is to lobby the NSW Government to request that the local government elections be held in September 2020 as originally scheduled (or as close as possible).

Recommendation

That Council:

- a write to the Minister for Local Government Minister, the Hon. Shelley Hancock MP requesting that local government elections be held in September 2020 as originally scheduled (or as close as possible)
- b take this motion to the Riverina Joint Organisation (RJO) and Canberra Region Joint Organisation (CRJO) seeking support in this request

Report

At the height of the COVID-19 crisis, NSW Parliament passed legislative changes to the Local Government Act 1993 (the Act) enabling the Minister, a time-limited power to postpone Council elections.

As a result, the Minister for Local Government announced that the September 2020 local government elections will be postponed to address the risks posed by the COVID-19 virus.

It's now time to overturn the decision and give communities an opportunity to have their democratic say in a timely fashion. The original decision appears to have turned out to be overkill and the responsible thing to now do is reverse it.

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

NOM-3 NOTICE OF MOTION - NOTICE OF MOTIONS

Author: Councillor Tim Koschel

Summary: The purpose of this report is to receive a report back from Council about setting a policy in place for notice of motions from councillors.

Recommendation

That Council:

- a builds or amends its current policy for Notice of Motions
- b include a time frame for Notice of Motions to come back to Councillors
- c builds a register on Council's website, so the community can track Notice of Motions from Councillors and update everyone when reports are due back to Council

Report

Since joining Council in 2016, I have lodged multiple Notice of Motions to Council meetings. Not one of these Notice of Motions have come back as a report to a Council meeting. Majority of these Notice of Motions were passed by all Councillors.

Notice of Motions are brought forward to Council by Councillors after correspondence from the community. The time frame in getting reports back and not getting reports back impacts Councillor relationships with the community.

Setting a policy including time frames for reports to come back and building a register for community transparency will streamline the process for both Councillors and community members. The register will also stop Councillors asking repeatedly in meetings about where their Notice of Motions are up to.

Financial Implications

N/A

Policy and Legislation

Wagga Wagga City Council 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

NOM-4 NOTICE OF MOTION - ACCESS TO GREEN SPACES AT SCHOOLS**Author:** Councillor Dan Hayes

Summary: This Notice of Motion is being presented to Council to call for a report into working with schools and the Department of Education for improving access to green spaces.

Recommendation

That Council receive a report on developing partnerships with schools and the Department of Education to re-open green spaces at schools that have been fenced off, in particular Koorringal High School and Mount Austin High School.

Report

Schools are the heart of our communities, whether in villages or suburbs. It has then been unfortunate that in recent times the Department of Education has removed access to green spaces by fencing off the school ovals. Despite the Department of Education voicing their desire to work in partnerships with local councils as shown with the new Estella School, they have removed significant amounts of open play space for many in our community.

Developing options to re-open access to these open spaces will provide a benefit for the community members residing in these areas, and further connect them to the schools.

Financial Implications

N/A

Policy and Legislation

Wagga Wagga City Council Code of Meeting Practice

Link to Strategic Plan

Community Place and Identity

Objective: We have opportunities to connect with others

Outcome: We activate our community spaces to promote connectedness

Risk Management Issues for Council

N/A

Internal / External Consultation

N/A

NOM-5 NOTICE OF MOTION - PEDESTRIAN CROSSING ON LAKE ALBERT ROAD**Author:** Councillor Dan Hayes

Summary: This notice of motion is being presented to Council to call for a report into the parking pedestrian crossing on Lake Albert Road to improve its safety.

Recommendation

That Council receives a report exploring options to improve pedestrian safety on the Lake Albert Road pedestrian crossing at Sacred Heart Primary School during hours outside of the school zone times.

Report

Residents have raised concerns that the pedestrian crossing is dangerous outside of school zones. While different theories have been opined, it is most likely a combination of reasons, such as sight distances, the four lanes of traffic, drivers and pedestrians unsure if the crossing is operational outside of school hours and others.

There has also been a significant increase in traffic over time along the road. It is time that council re-examines the options for this crossing and make recommendations of any improvements if suitable.

Financial Implications

N/A

Policy and Legislation

N/A

Link to Strategic Plan

Safe and Healthy Community

Objective: We are safe

Outcome: We create safe spaces and places

Risk Management Issues for Council

N/A

Internal / External Consultation

N/A

REPORTS FROM STAFF

RP-1 DA19/0603 - ALTERATIONS AND ADDITIONS INCLUDING REAR EXTENSION AND GARAGE AT 93 BEST STREET, WAGGA WAGGA, LOT 17 SECTION 49 DP 759031

Author: Sam Robins
General Manager: Peter Thompson

Summary: This report is for a development application and is presented to Council for determination. The application was deferred at the Council meeting of 16 March 2020 pending the outcome of Development Control Plan (DCP) amendments. Given the timeframe involved the applicant has requested a determination of this application. The application was initially referred to Council at the request of the General Manager.

Recommendation

That Council approve DA19/0603 for alterations and additions to the dwelling house at 93 Best Street Wagga Wagga NSW 2650, having regards to the draft amendments to the DCP, subject to conditions outlined in the attached optional conditions of consent.

Development Application Details

Applicant	GP Bannon and CE Bannon
Owner	GP Bannon and CP Bannon
Development Cost	\$475,000
Development Description	Alterations and additions to a dwelling house including rear extension and garage.

Report

At the Council Meeting of 16 March 2020 Council resolved the following:

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.

The draft DCP is currently on exhibition until 19 June 2020 with submissions being received until 3 July 2020 due to the current circumstances surrounding COVID-19. Given the extended time frame before the outcome of the DCP amendment

(approximately 4 months before a report can be put back to Council) the applicant has requested a determination of their development application.

To assist Councillors in making their decision Council staff have undertaken an assessment of the application against the draft amendments to the DCP including the impact those amendments have on other conclusions made within the original assessment. This can be seen in the attachments.

The original assessment is attached with the following identified as key issues. No changes have been made to the original assessment.

- Compliance with the objectives of the Wagga Wagga Local Environmental Plan 2010
- Compliance with a number of objectives and controls of the Wagga Wagga Development Control Plan 2010
- Impact on the context and setting
- Impact on the public interest with regard to precedent and consistency of implementation of community endorsed documents
-

Assessment against existing DCP (Original)

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

Having regard for the information contained in the attached Section 4.15 assessment report (Attachment 1), it was considered that the development is inconsistent with a number of existing objectives and controls of the relevant plans and policies applicable to the development. The assessment also concluded that having regard to the desired future character of the Wagga Wagga Heritage Conservation Area, the impacts of the development are unacceptable with regard to the context and setting, precedent and public interest.

If Council chooses to make a determination based off the provisions of the existing DCP, it is recommended that Council refuse the application.

Assessment against draft amendments to the DCP (New)

The assessment of the application against the draft DCP amendments (Attachment 2) concluded that of the 11 reasons for refusal in the original assessment, all would be removed based on the draft amendments and subsequent reassessment of other relevant sections of the report. The conclusion is therefore that this proposal would be recommended for approval if the draft controls were adopted.

If Council chooses to make a determination based off the draft amendments to the DCP, it is recommended that Council approve the application subject to the attached optional conditions of consent.

Site Location

The site, being Lot 17 Section 49 DP 759031, 93 Best Street Central Wagga is located on the eastern side of the Street three lots north of the junction with Forsyth Street. The site measures 505.80m² and currently contains a detached single storey dwelling with small garden shed in the rear yard.

The site is flat and free of any restrictive easements.

The locality is a residential area. Consisting in the main of single storey detached dwellings with detached outbuildings to the rear.



Financial Implications

The decision to refuse the application could potentially be challenged in the Land and Environment Court.

Policy

N/A

Link to Strategic Plan

The Environment

Objective: We plan for the growth of the city

Outcome: We have sustainable urban development

Risk Management Issues for Council






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

Internal / External Consultation

Pursuant to this provision of Section 1.10 of the Wagga Wagga Development Control Plan 2010, notification of the application was required. The application was notified to surrounding properties from 27/11/2019 to 11/12/2019 in accordance with the provisions of the DCP. No public submissions were received.

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

Attachments

1. DA19 0603 - 4.15 Report - Provided under separate cover

2. DA19-0603 - Plans - Provided under separate cover

3. DA19-0603 - Statement of Environmental Effects - Provided under separate cover

4. Site Map - 93 Best St - Provided under separate cover

5. DA19-0603 - Draft DCP Amendment Assessment - Provided under separate cover


RP-2 RIVERINA JOINT ORGANISATION**Author:** Peter Thompson**Summary:**

In November 2019 Council endorsed becoming a full member of the Riverina Joint Organisation (RivJO). RivJO and REROC recently completed a review of the operation of both entities. At the April 2020 RIVJO Board Meeting, the Board of RIVJO resolved that following the review the preferred way forward was to cease operating both entities and incorporate a Company Limited by Guarantee to perform the work currently undertaken by REROC and RivJO.

Recommendation

That Council reaffirm its commitment to the Riverina Joint Organisation (RivJO)

Report**Background**

The REROC Board at its February 2018 meeting resolved to form the Riverina JO (RivJO) and continue the operation of REROC. Council's preference at the time was for a stand-alone JO as per the resolution from the 26 February 2018 Ordinary Council meeting.

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

Bland	Coolamon	Cootamundra-Gundagai	Greater Hume
Junee	Lockhart	Temora	

Wagga Wagga joined the Canberra Region JO (CRJO) as an associate member.

On 8 April 2019 Council agreed to discontinue its membership with REROC after receiving feedback from staff that indicated there was little, if any value to Council from its membership. This feedback has been validated, with no impact being realised by Council since that decision.

At the 25 November 2019 Council Meeting, Council endorsed becoming a full member of the RivJO.

Review of RivJO and REROC

In 2019 Morrison Low were engaged by RivJO and REROC to develop an independent report to review the operations of both organisations to determine the most effective and efficient way to deliver the best value to its Member Councils.

The report considered and assessed the feasibility of the following 6 structural options:

- Option 1 - two entities - REROC & RivJO
- Option 2 - RivJO - full time
- Option 3 - RivJO - part time

- Option 4 - RivJO - in-kind
- Option 5 - RivJO - delegation
- Option 6 - incorporated association and company

The outcomes of the report indicated that option 5 (RivJO delegation) and option 4 (RivJO in-kind), were the most suitable. The report also identified that an incorporated structure (option 6) might satisfy the criteria for an operating entity for the group however this would be conditional on the NSW Government recognising the incorporated entity as a partner in the same way the Government recognises Joint Organisations.

The State Government implemented Joint Organisations to improve collaboration with local government and provide better outcomes for the communities represented by the JO's Member Councils. This is the structure implemented and encouraged by the State Government.

RivJO Board

A sub-committee was established to review the report from Morrison Low. The committee made a recommendation to the Board that the preferred way forward is the creation of a new Regional Organisation structured as a Company Limited by Guarantee. This recommendation was supported by all the RivJO Board members, except for Wagga Wagga.

Wagga Wagga City Council advocated for the Joint Organisation as it is the vehicle which the Government has specifically established by legislation to engage with the Government in relation to regional strategy, regional planning and regional advocacy. It was respectfully submitted to the members of the RivJO Board that it is better to work with the NSW Government on regional strategy and planning using the engagement model specifically established by the Government for that purpose.

Wagga Wagga City Council also spoke against the notion of incorporating a Company Limited by Guarantee to replace the REROC incorporated association given there has been no suggestion by Government that the incorporated association is inappropriate for the operation of the group, that the Company Limited by Guarantee is more onerous in terms of Director duties and compliance and that the usual reasons for transitioning to a corporations law structure do not exist in relation to the operations of REROC or RivJO.

Conclusion

The operation of Joint Organisations across the State have been challenged by a wide range of issues including cost of operations. In 2018 Council opposed both the model which operated two entities (REROC and RivJO) and also questioned the proposed budgets which suggested that the two entities would be cheaper to operate in comparison to a single Joint Organisation.

In the fullness of time, the operation of the two entities has proven to be far more RivJO than predicted and ultimately all the Councils which joined the REROC and RivJO model have decided a single entity is a better solution.

Unfortunately, the RivJO Board have resolved that the preferable way forward is to incorporate another entity and transition the activities of both RivJO and REROC to that entity being a Company Limited by Guarantee. As noted earlier, the activities of

REROC offer little or no value to Wagga and for this reason alone a move by Wagga Wagga to be a member of a Company Limited by Guarantee is not recommended.

Such a move would require the consent of the Minister for Local Government which would seem unlikely given the Government has established the legislation for Joint Organisations to perform this function.

It is recommended that Council does not endorse the resolution of the RivJO Board and that Council confirm the decision to participate as a member of RivJO.

Financial Implications

The 2019/20 membership fee is \$5,000, but RIVJO are still finalising the fee for 2020/21. Council has \$62,576 allocated in the 2020/21 budget for the RIVJO but it should be noted that this funding source was also identified for the Wagga Wagga Business Chamber (WWBC) contribution. Due to the timing of the WWBC decision, only \$32,500 was required this financial year and the remaining amounts will be carried over to next financial year.

Policy and Legislation

Local Government Act 1993

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We plan long term

Risk Management Issues for Council

N/A

Internal / External Consultation

Discussions with various stakeholders have occurred over a long period of time. A Councillor Workshop was held on 4 May 2020.

RP-3 **INTEGRATED PLANNING AND REPORTING - DRAFT LONG TERM FINANCIAL PLAN 2021/30 AND COMBINED DELIVERY PROGRAM AND OPERATIONAL PLAN 2020/21**

Author: Carolyn Rodney

Director: Natalie Te Pohe

Summary:

Council has drafted the attached Combined Delivery Program and Operational Plan 2020/21, the Draft Fees and Charges 2020/21 and the draft Long-Term Financial Plan 2021/30 for public exhibition. Council's initial draft 2020/21 budget was balanced, but is now currently forecasting a deficit of around \$4.4M.

There is a lot of uncertainty in relation to COVID-19 and the impact it will have on Council's budget. The approach Council is currently taking is to continue to provide essential services to the community while looking for alternative revenue sources and refining the budget as more accurate information comes to hand.

Council is still committed to delivering a significant capital works program to cater for the growth of this city, with over \$94 million worth of works scheduled, (noting this will be further refined during the exhibition period to take into account works in progress and carry-overs).

Recommendation

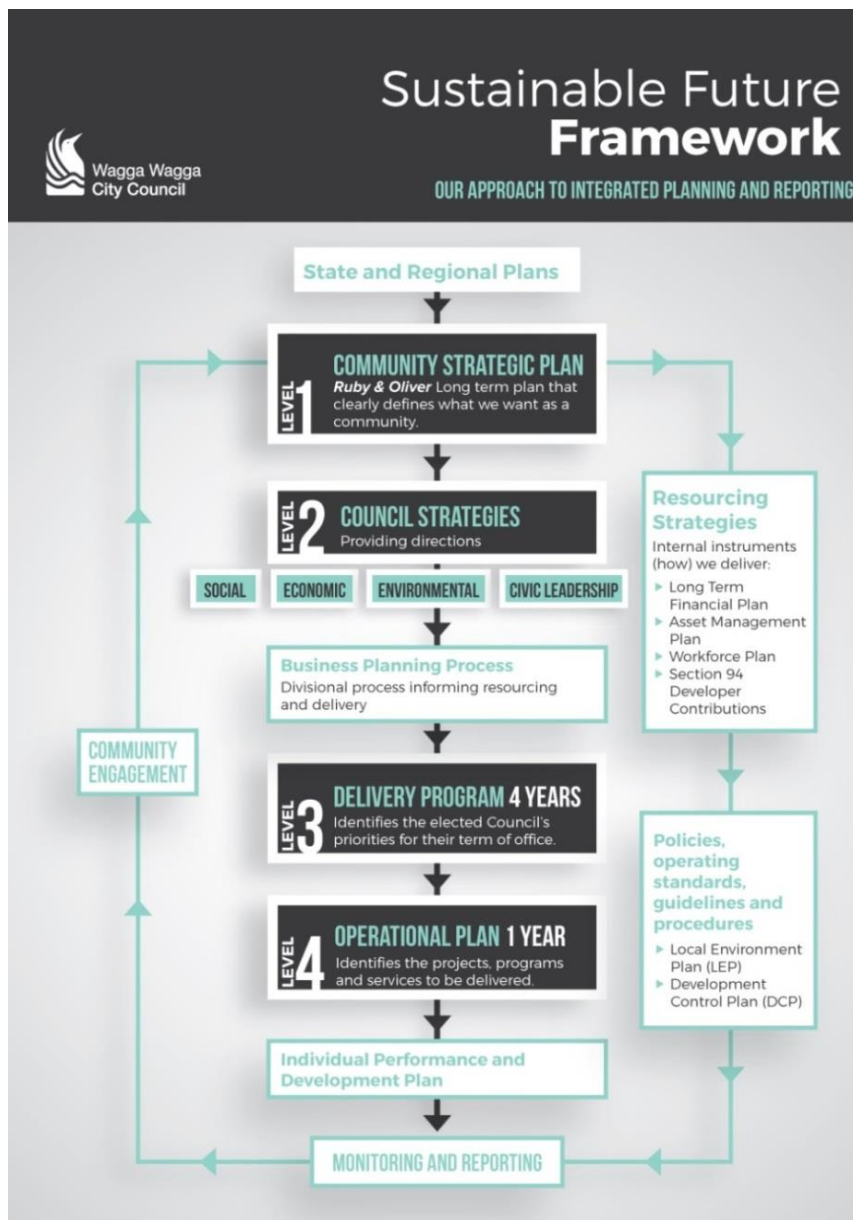
That Council:

- a place the following documents on public exhibition for 28 days commencing 26 May 2020 and concluding on 23 June 2020:
 - i draft Combined Delivery Program and Operational Plan 2020/21
 - ii draft Fees and Charges for the financial year 2020/21
 - iii draft Long-Term Financial Plan 2021/30
- b invite submissions from the community in relation to these documents throughout the exhibition period
- c review the timing of the draft capital works program during the exhibition period
- d receive a further report after the public exhibition period
 - i addressing any submissions made in respect of the draft documents
 - ii proposing adoption of the draft Combined Delivery Program and Operational Plan 2020/21, draft Fees and Charges 2020/21 and the draft Long-Term Financial Plan 2021/30 including revised timing of capital works program
- e defer the review of financial assistance to community organisations which was to take effect from 2020/21 financial year
- f approve the continued use of the 2019/20 Fees and Charges until the 2020/21 Fees and Charges are adopted by Council, following the public exhibition period

Report

The Long-Term Financial Plan 2021/30 and the Combined Delivery Program and Operational Plan 2020/21 have been formulated together with consideration to the Wagga View Community Strategic Plan 2040 previously endorsed by Council as well as the Disability Inclusion Action Plan 2017/21.

These documents have been created as part of Council's Sustainable Future Framework, based on the local government requirements for Integrated Planning and reporting.



Combined Delivery Program and Operational Plan

The Draft Combined Delivery Program and Operational Plan 2020/21 has been designed to include Council's commitment to the Wagga View Community Strategic Plan 2040 in the form of the Delivery Program and a Operational Plan inclusive of projects, programs and services to be delivered during the 2020/21 financial year.

The 2020/21 Combined Delivery Program and Operational Plan consist of:

- Clear links to ‘Wagga View’ the Community Strategic Plan 2040
- Disability Inclusion Action Plan items for 2019/20
- Delivery Program items
- Operational items broken down by service areas
- Outputs of each service area
- Measures of performance
- Delivery Program four-year budget
- Delivery Program Capital Works (New Projects and Recurrent)
- A list of contributions and donations to be made by Council

In the interest of better informing the community, the Operational Plan element of the documents has been broken down by service areas displaying budgeted revenue and expenses, number of employees, details of services carried out by the area as well as relevant performance measures.

The Operational Plan has taken into consideration the potential impacts of COVID-19 with the main changes being to performance measures related to the delivery of programs and events as well as visitation and usage of Council facilities. Whilst COVID-19 has had impacts on some services, Council remains committed to maintaining service levels when the operation of facilities and delivery of programs and service are able to resume.

Fees and Charges

In accordance with Section 608 of the Local Government Act 1993, a council may charge and recover an approved fee for any service it provides.

The services for which an approved fee may be charged include the following provided under the Local Government Act or any other Act or the regulations, by the council:

- supplying a service, product or commodity
- giving information
- providing a service in connection with the exercise of the council’s regulatory functions-including receiving an application for approval, granting an approval, making an inspection and issuing a certificate
- allowing admission to any building or enclosure.

There has been a proposed freeze imposed on entry fees and membership fees at the Oasis for 2020/21.

As a result of the extension of time for Council to adopt its Combined Delivery Program and Operational Plan for 2020/21 until the end of July 2020, Council is required to continue using its previously adopted fees and charges for 2019/20 until such time as the 2020/21 Fees and Charges are adopted by Council, following the public exhibition period. As the 2019/20 fees will only be in place a month before resetting to the 2020/21 proposed amounts, the likely financial impact is minimal.

Long Term Financial Plan

The Long Term Financial Plan is an essential element of the resourcing strategy which details how the strategic aspirations of Council which are outlined in the Community Strategic Plan can be achieved in terms of time, money, assets and people.

Council's Long Term Financial Plan is a ten-year financial planning document with **an** emphasis on long-term financial sustainability. Financial sustainability is one of the key issues facing local government due to several contributing factors including growing demands for community services and facilities, constrained revenue growth and ageing infrastructure.

The Long Term Financial Plan is formulated by using a number of estimates and assumptions to project the future revenue and expenditure required by Council to deliver those services and projects expected by the community. In doing so, it addresses the resources that impact on the Council's ability to fund its services and capital works whilst remaining financially sustainable.

This iteration of the Long Term Financial Plan also provides an indication of the likely financial impact from the COVID-19 pandemic on Council's 2020/21 financial year budget. The initial balanced budget position has now been adjusted to include a forecast deficit position as a result of these changes which are shown in Table 1.

As per resolution 18/304 Report RP-8 'Review of Current Financial Assistance provided to Community Organisations, Businesses, and Individuals' presented to Council 27 August 2018, a detailed review of the current level of financial assistance provided to the community including appropriate eligibility criteria for a new financial assistance application process was to commence from 1 July 2020. Due to the impact from COVID-19, the review of the financial assistance to community organisations which was to take effect from the 2020/21 financial year will now be deferred to 2021/22.

Capital Works Program

Capital works projects and programs account for over \$94 million of the planned activities for the 2020/21 financial year. There are three different categories of capital works; new, recurrent and potential. New capital projects refer to the one-off projects Council will undertake during the year. Recurrent capital projects refer to the expenditure allocated on an annual basis for capital works programs. The Potential capital projects are those that still require a resolution of Council to proceed and have therefore been excluded from the 2020/21 Delivery Program.

At the 24 February 2020 Council Meeting Councillors endorsed a Capital Works Program for 2020/21, including adjustments to the 2021/30 Long Term Financial Plan. Further meetings with project managers are currently underway to ensure that the program finally adopted for 2020/21 reflects all new and continuing projects.

Major Projects

Included in Council's draft 2021/30 Long Term Financial Plan Capital Works Program are the following significant projects:

Project	Estimated Year(s) of construction	Estimated Total Cost
Levee Bank System Upgrades	2017/18 – 2022/23	\$23.3M
Airport Taxiways Upgrade	2019/20	\$5.7M
Eunony Bridge Road Bridge Replacement	2019/20 + 2020/21	\$10.6M
Active Travel Plan	2019/20 - 2021/22	\$13.2M

Project	Estimated Year(s) of construction	Estimated Total Cost
Riverside – Wagga Beach Landscape Upgrade Stage 2	2019/20 - 2021/22	\$7.0M
Pomingalarna Multisport Cycling Complex	2019/20 - 2021/22	\$9.2M
Farrer Road Improvements	2018/19 + 2019/20	\$6.5M
Dunns Road Upgrade	2020/21	\$8.3M
RIFL Stage 2 (Rail Siding)	2019/20 + 2020/21	\$14.4M
RIFL Stage 3 (Industrial Subdivision Civil Works)	2020/21 + 2021/22	\$27.8M

These works highlight Council's commitment to getting on with the job and delivering critical infrastructure to cater for the future growth of this city.

COVID-19

Whilst Council will continue to support the community where they can with potential fee waivers and fee reductions, Council still has a financial responsibility for the long-term sustainability of the organisation. With the reduction of services and the closure of some Council businesses and facilities, this will continue to have a substantial impact on Council's operational budgets. The estimated financial impact is detailed in Table 1.

Table 1 – Estimated Financial Impacts of COVID-19

Function / Facility Impacted	2020/21 Estimated Budgeted Net Impact
Investment Income	(\$259,000)
Airport	(\$3,027,079)
Development Income	(\$1,070,778)
Oasis Aquatic Centre	(\$106,412)
Car Parking Patrols	(\$114,530)
Parks and Sportsgrounds Fees and Charges	(\$109,719)
Civic Theatre	(\$59,210)
Other Council owned closed facilities	(\$72,415)
Environmental Health Fees and Charges	(\$43,260)
Commercial Lease income	(\$52,500)
Community Lease income	(\$10,827)
Savings in Buildings operational Costs	\$91,147
Estimated Financial Impact due to COVID-19	(\$4,834,583)
Total Partial Funding Sources identified	\$436,243
Estimated Total Financial Impact due to COVID-19, considering partial funding sources identified	(\$4,398,340)

Financial Implications

The proposed adoption of the suite of IPR documents will be reported to Council 27 July 2020 after all submissions have been addressed.

It is important that Council recognise the deficit position, not only as a result of COVID-19 impacts on the 2020/21 financial year, but the already projected deficit positions from 2021/22 to 2029/30 highlight the significant issues that Council has been facing due to the unfavourable adjustments to revenue sources (Financial Assistance Grants and Rate Pegging restrictions) in previous financial years. This has resulted in the requirement to increase the use of borrowings to fund projects, with significant loan repayments for the future 10 years of the plan.

These unprecedented times will mean that Council faces its greatest challenge in 2020/21 to remain financially sustainable and reduce the estimated proposed \$4.4M deficit. Due to the uncertainty of so many factors in relation to this unfolding pandemic, as further information comes to hand, extensive ongoing financial management will continue with regular Councillor Workshops and reports being presented to Council on an ongoing basis. These workshops and reports will include financial modelling for 2020/21 and the following years, with budgets adjusted accordingly after Council resolutions.

The Long Term Financial Plan once adopted will then inform the 2020/21 budget and ongoing for 10 years.

Policy and Legislation

The documents have been created to meet Council's Integrated Planning and Reporting requirements under the Local Government Act 1993 and Local Government Regulations 2005.

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We plan long term

Risk Management Issues for Council

A number of risk management issues were identified and have been actively managed.

A summary of these risks are as follows:

- Lack of engagement from the community
- Inability to meet everyone's expectations
- Inability to resource and deliver on plans

With Council not receiving some budgeted revenue and forecasting a significant deficit, this places immense financial pressure on Council delivering required services to the community with the risk of not meeting the needs of the community as a whole. This may include (but is not limited to) diverting funds from previously provided Council services to other areas that may be deemed of a higher need due to COVID-19.




Internal / External Consultation

The documents will be placed on public exhibition for a 28-day period commencing from 26 May 2020 and concluding on 23 June 2020. As part of the exhibition period a variety of communication methods will be used, to not only promote the public exhibition period but also promote the purpose of the documents.

The deficit position of Council will require regular Councillor workshops and reports to be presented to Council on an ongoing basis. Not only will there be regular updates as part of the monthly financial performance report associated with 2020/21, but there will be a need for additional financial modelling for the following financial years in order to reign in the deficit.

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

Attachments

1. 2021/30 Draft Long Term Financial Plan - Provided under separate cover

2. 2020/21 Draft Combined Delivery Program and Operational Plan - Provided under separate cover

3. 2020/21 Draft Fees and Charges - Provided under separate cover


RP-4 INDICATIVE FINANCIAL IMPACT OF COVID-19 ON COUNCIL'S 2019/20 BUDGET

Author: Carolyn Rodney
Director: Natalie Te Pohe

Summary: This report provides Councillors with indicative financial impact information for Council's 2019/20 budget. Any update to the information provided in this report will be provided to Councillors through further Council reports.

Recommendation

That Council:

- a note the current indicative financial impact compiled by staff of COVID-19 on Council's 2019/20 Budget
- b will be provided with further updates from staff as the 2019/20 financial year progresses
- c note that the estimated financial impact due to COVID-19 on the 2020/21 budget has been included in the draft Long Term Financial Plan budget
- d will be provided with updates on the financial impact of COVID-19 on the 2020/21 budget as part of the monthly financial performance reporting requirements

Report

The World Health Organisation declared COVID-19 a pandemic on 11 March 2020. As the international response continues to develop, organisations are facing significant financial challenges. Local councils are not immune to these financial challenges. This report provides an indication of the likely financial impact up to 30 June 2020 on Council's 2019/20 financial year outcome.

Council officers are also at this same meeting, proposing for Council to place on public exhibition the draft 2020/21 Long Term Financial Plan (LTFP). The proposed draft 2020/21 budget includes the estimated impacts from COVID-19 which will require extensive financial management, review and adjustments throughout the financial year. This may include (but is not limited to) diverting funds from previously provided Council services to another which is deemed a higher need due to the COVID-19 impacts.

The following table shows the indicative financial impact by fund on the 2019/20 financial year budget. These indicative figures assume that the current restrictions due to COVID-19 (as at 14 May 2020) will remain in place for the rest of this financial year (to 30 June 2020).

2019/20 Estimated Financial Impact by area due to COVID-19

	Income Impact	Expenses Impact	Net Impact
Investment Income	(\$597,386)		(\$597,386)
Airport*	(\$1,241,336)	\$356,446	(\$884,890)
City Planning	(\$530,919)		(\$530,919)
Oasis	(\$453,489)	\$101,136	(\$352,353)
Traffic Parking Fines	(\$148,324)		(\$148,324)

	Income Impact	Expenses Impact	Net Impact
Parks and Sportsground Fees and Charges	(\$170,014)		(\$170,014)
Civic Theatre	(\$177,163)	\$148,042	(\$29,121)
Other Closed Facilities	(\$75,898)		(\$75,898)
Environmental Health and Companion Animals	(\$49,500)		(\$49,500)
Family Day Care**	(\$34,000)		(\$34,000)
Commercial Leases^	(\$5,235)		(\$5,235)
2019/20 Estimated Financial impact due to COVID-19	(\$3,483,264)	\$605,624	(\$2,877,640)

* Please note that the Airport and Family Day Care areas are not General Purpose Revenue (GPR) areas, and are funded from their respective Reserves. Excluding these two areas, the Estimated Net GPR Impact due to COVID-19 is \$1,958,750

Please note that this amount is only COVID-19 related and does not include the impact of any subsequent Council decisions

^ Please note that this amount is as per the report going to this same meeting CONF-6 'Tenant Hardship'

An extensive review of all of Council's functions was undertaken to attempt to pair back some of the estimated deficit position, as shown in the below table:

2019/20 Estimated Financial impact due to COVID-19	(\$2,877,640)
Add bank: funded from Airport Reserve	\$884,890
Add back: funded from Family Day Care Reserve	\$34,000
2019/20 Estimated COVID GPR Impact – (Deficit)	(\$1,958,750)
Finance/Manager's Review for GPR savings for remainder of 2019/20 financial year	\$217,178
2019/20 Estimated GPR (Deficit) Position	(\$1,741,572)

Financial Implications

Council's estimated financial impact due to COVID-19 for the remainder of the 2019/20 financial is \$2,877,640. With Airport and Family Day Care Reserves funding their portions of the net impacts, along with Finance/Managers proposed adjustments brings the General Purpose Revenue estimated deficit to \$1,741,572.

It is proposed to fund this deficit once finalised at the end of the 2019/20 financial year from Council's unrestricted cash balance.

Policy and Legislation

Budget Policy – POL 052

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We are accountable and transparent

Risk Management Issues for Council

With Council not receiving budgeted income, this places financial pressure on Council delivering required services to the community and therefore not meeting the needs of the community as a whole.

Internal / External Consultation

Council's Finance Division have consulted with all Divisional Managers and Executive in modelling the estimated financial impact of COVID-19 on Council's 2019/20 budget.

RP-5 FINANCIAL PERFORMANCE REPORT AS AT 30 APRIL 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 30 April 2020.

Recommendation

That Council:

- a approve the proposed 2019/20 budget variations for the month ended 30 April 2020 and note the proposed deficit budget position as a result of COVID-19 with the impacts from COVID-19 to be presented in a separate report
- b note the Responsible Accounting Officer's reports, in accordance with the Local Government (General) Regulation 2005 (Part 9 Division 3: Clause 203) that the financial position of Council is satisfactory having regard to the original estimates of income and expenditure and the recommendations made above
- c note the details of the external investments as at 30 April 2020 in accordance with section 625 of the Local Government Act 1993
- d note the impact of COVID-19 on Council's investment portfolio, as provided by Council's independent investment advisor

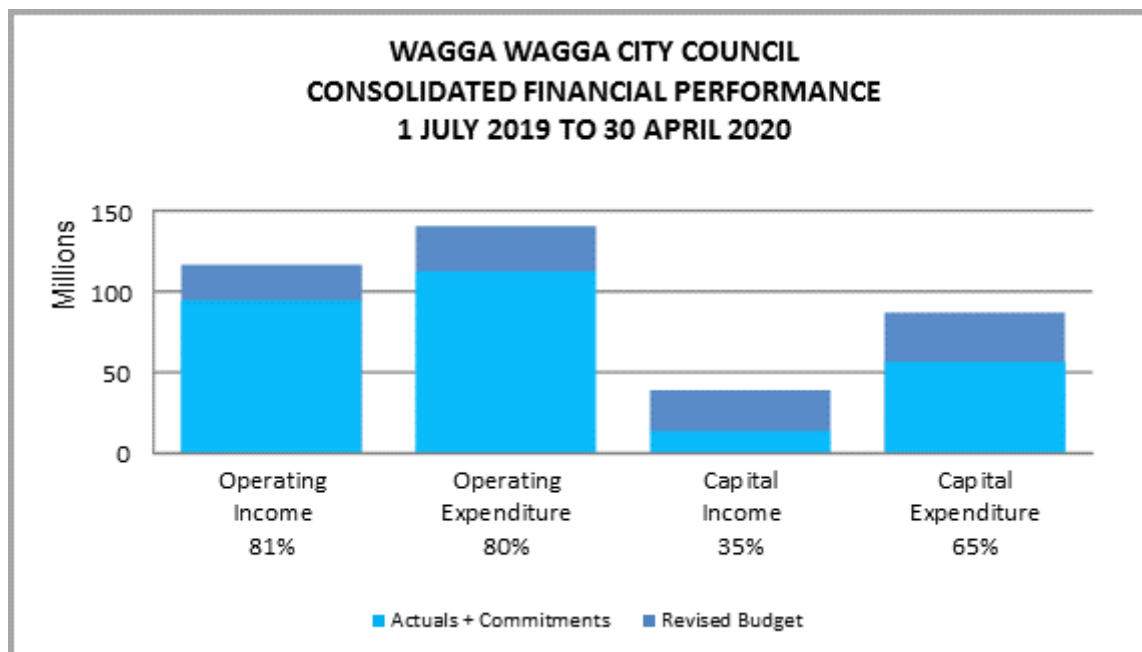
Report

Wagga Wagga City Council (Council) forecasts a deficit budget position as at 30 April 2020. Proposed budget variations are detailed in this report for Council's consideration and adoption.

There will be a separate report RP-4 'Indicative Financial Impact of COVID-19 on Council's 2019/20 Budget' presented to Council at this same meeting providing detailed advice on the indicative financial impact of COVID-19 on Council's 2019/20 Budget and proposed funding.

Council has experienced a positive monthly investment performance for the month of April when compared to budget (\$498,650 up on the monthly budget). This is due mainly to a positive rebound from Council's Floating Rate Note portfolio and TCorp Long Term Growth fund, as the uncertainty in financial markets continues during the COVID-19 pandemic.

Key Performance Indicators



OPERATING INCOME

Total operating income is 81% of approved budget (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 91%. As noted earlier, the indicative financial impact of COVID-19 on Council's 2019/20 Budget is provided in a separate report at this same meeting.

OPERATING EXPENSES

Total operating expenditure is 80% of approved budget and is tracking within budget at this stage of the financial year.

CAPITAL INCOME

Total capital income is 35% 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 65% of approved budget (including 'Potential Projects'). Excluding 'Potential Projects' budgets, the capital expenditure including commitments is 71% of approved budget.

WAGGA WAGGA CITY COUNCIL STATEMENT OF FINANCIAL PERFORMANCE 1 JULY 2019 TO 30 APRIL 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)	(58,286,208)	0	(58,286,208)	84%
User Charges & Fees	(28,440,057)	232,040	(28,208,017)	(22,530,920)	0	(22,530,920)	80%
Interest & Investment Revenue	(3,774,001)	0	(3,774,001)	(2,620,517)	0	(2,620,517)	69%
Other Revenues	(3,053,633)	(230,242)	(3,283,874)	(3,143,408)	0	(3,143,408)	96%
Operating Grants & Contributions	(14,280,296)	2,870,652	(11,409,645)	(7,965,663)	0	(7,965,663)	70%
Capital Grants & Contributions	(56,263,733)	20,598,248	(35,665,485)	(13,032,225)	0	(13,032,225)	37%
Total Revenue	(175,548,613)	23,407,062	(152,141,551)	(107,578,940)	0	(107,578,940)	71%
Expenses							
Employee Benefits & On-Costs	46,012,119	(65,334)	45,946,285	38,235,880	56,509	38,292,389	83%
Borrowing Costs	3,587,823	(264,964)	3,322,860	2,389,677	0	2,389,677	72%
Materials & Contracts	32,357,210	10,685,082	43,042,793	27,158,996	7,541,381	34,700,377	81%
Depreciation & Amortisation	34,843,073	0	34,843,073	29,035,894	0	29,035,894	83%
Other Expenses	13,015,295	198,762	13,214,057	7,841,506	136,161	7,977,667	60%
Total Expenses	129,815,520	10,553,547	140,369,067	104,661,954	7,734,051	112,396,004	80%
Net Operating (Profit)/Loss	(45,733,093)	33,960,609	(11,772,484)	(2,916,987)	7,734,051	4,817,064	
Net Operating (Profit)/Loss before Capital Grants & Contributions	10,530,640	13,362,361	23,893,001	10,115,238	7,734,051	17,849,289	
Capital / Reserve Movements							
Capital Exp - Renewals	34,034,738	(385,622)	56,812,538	28,178,476	16,001,278	44,179,754	78%
Capital Exp - New Projects	42,696,132	(17,406,488)	19,169,500	7,449,777	1,701,989	9,151,766	48%
Capital Exp - Project Concepts	38,364,925	(13,800,615)	7,521,033	239,044	78,399	317,442	4%
Loan Repayments	3,380,744	(21,035)	3,359,708	2,825,050	0	2,825,050	84%
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)	(681,972)	0	(681,972)	21%
Net Movements Reserves	(15,174,931)	(2,489,434)	(17,664,365)	0	0	0	0%
Total Cap/Res Movements	80,576,166	(33,960,609)	46,615,557	38,010,375	17,781,665	55,792,040	

	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	35,093,388	25,515,716	60,609,104	
Add back Depreciation Expense	34,843,073	0	34,843,073	29,035,894	0	29,035,894	83%
Cash Budget (Surplus)/Deficit	0	0	0	6,057,494	25,515,716	31,573,210	

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 April 2020	\$0
Estimated 2019/20 Financial impact from COVID-19 (refer to separate report RP-4 'Indicative Financial Impact of COVID-19 on Council's 2019/20 Budget')	(\$1,742K)
Proposed Revised Budget result for 30 April 2020	(\$1,742K)

The proposed Budget Variations to 30 April 2020 are listed below:

Budget Variation	Amount	Funding Source	Net Impact Fav/ (Unfav)
1 – Community Leadership and Collaboration			
Installation of Hand Sanitiser Stations	\$19K	Workers Compensation Reserve (\$19K)	Nil
Funds are required for the installation of hand sanitiser stations and wall mounted hand sanitiser dispensers for when Council re-open to the public due to COVID-19. It is proposed to fund the variation from the Workers Compensation Reserve. Estimated Completion: 30 June 2020			
Gender Equity Project	(\$141K)	Department of Communities and Justices Grant \$141K	Nil
Delays were experienced with the commencement of The Domestic Violence (DV) Project 2650 including the timing of recruitment of staff which meant that the grant funds for the project were not spent in the timeframes required. As a result of this, the Department of Communities and Justices and Wagga Women's Health Centre have negotiated a revised timeline and milestones to ensure program delivery is consistent with budget expenditure for the remainder of the contract. This variation			

Budget Variation	Amount	Funding Source	Net Impact Fav/ (Unfav)
has resulted in a reduction in grant income of (\$141K) in 2019/20 and an increase of \$72K in 2020/21. The Administration and Management Fee that is retained by Council has also been adjusted to reflect an additional charge Council is entitled to retain from these funds of \$31K in 2019/20 and \$26K in 2020/21 to be utilised for the 'Enlighten for Equity' Project.			
2 – Safe and Healthy Community			
Wiradjuri Walking Track	\$22K	Crown Lands Grant (\$12K) Existing Parks maintenance Budgets (\$10K)	Nil
Council has been successful in securing grant funds from Crown Lands for the installation of gravel on a section of the Wiradjuri Walking Track between the river and the southern end of Gobbagombalin Bridge. These works will weatherproof a 690 metre long section of the 2 metre wide trail, requiring 300 tonne of road base compacted using a bobcat and roller. This will complete the rehabilitation of the trail between Moorong Street and the wetlands. It is proposed to fund Councils portion of the project from existing City Presentation and Parks and Recreation Maintenance budgets. Estimated Completion: 30 June 2020			
4 – Community Place and Identity			
Library Air Conditioning & Security Access CLS 1&2	\$22K	Existing Library maintenance & operational budgets (\$22K)	Nil
Funds are required to upgrade the Air Conditioning in the two Community Learning Space rooms in the Library and to allow external groups access to the rooms outside of library hours (but not access to the library). It is proposed to fund these works from existing Library maintenance and operational budgets. Estimated Completion: 30 June 2020			
Art Gallery Display Panels	\$40K	Workers Compensation Reserve (\$40K)	Nil
The Art Gallery has 16 moveable walls that need replacing due to the manual handling risk they pose to staff and the public due to their weight and age. Moving of the existing walls is considered a hazardous manual handling task that directly stresses the body and can lead to an injury. It is a high force activity that a worker needs assistance with to complete because a greater force is required to move these walls, resulting in an increased risk of workers sustaining a Musculoskeletal Disorder (MSD). While the Art Gallery is currently closed due to COVID-19 restrictions, it is proposed to take this opportunity now and complete the works before the Art Gallery is re-opened to the general public.			

Budget Variation	Amount	Funding Source	Net Impact Fav/ (Unfav)
<p>It is proposed to purchase display panels to eliminate this risk and fund the variation for these works from the Workers Compensation Reserve.</p> <p>Estimated Completion: 30 June 2020</p>			
5 – The Environment			
Tarcutta Truck Stop Lighting - Energy Savings Project	\$93K	Internal Loans Reserve (\$93K)	Nil
<p>Due to a change in the availability of contractors to undertake the works, it is proposed to bring forward the Tarcutta Truck Stop Lighting Energy Savings Project and transfer it from the Potential Projects List into the Capital Works Delivery Program. The funds are currently allocated in 2020/21 (\$10K) and 2021/22 (\$83K) and are funded from the Internal Loans Reserve which will be repaid with the future energy savings.</p> <p>Estimated Completion: 30 June 2020</p>			
Stormwater Pipe Network Project	\$94K	Stormwater Levy Reserve (\$94K)	Nil
<p>Additional funds are required to engage a contractor to clean, camera and defect assess Councils stormwater pipelines for an approximate total length of 16.4 kilometres in various locations across the Wagga local government area. This work is essential to support Council's existing camera van to provide substantive and relevant data for the stormwater revaluation project that is being completed this financial year. It is proposed to fund the variation from the Stormwater Levy Reserve which currently has adequate funds. This will bring the total project budget to \$219K.</p> <p>Estimated Completion: 30 June 2020</p>			
Oasis Flooring Replacement	\$42K	Oasis Building Renewal Reserve (\$42K)	Nil
<p>It is proposed to bring forward the replacement of the Oasis Flotex Flooring (Entrance/Office and Pool Hall Carpet) that is currently budgeted for replacement in 2020/21. Due to the Oasis currently being closed, this provides a great opportunity to have the carpet replaced now and avoid major disruptions when replacing the carpet when the Oasis is reopened. The current carpet is 7 years old, in poor condition, and is proposed to be replaced with a suitable commercial grade carpet that is durable, hardwearing, stain resistant and designed for high public foot traffic usage. The funding source for the project is the Oasis Building Renewal Reserve.</p> <p>Estimated Completion: 30 June 2020</p>			
Eunony Bridge Road Works	\$80K	Heavy Patching (\$40K) Pavement Rehab (\$40K)	Nil

<i>Budget Variation</i>	<i>Amount</i>	<i>Funding Source</i>	<i>Net Impact Fav/ (Unfav)</i>
<p>Funds are required to undertake road improvements on a 150 metre section of Eunony Bridge Road. The works need to be undertaken at the same time as the bridge construction to reduce the impacts on the community due to additional roadworks. It is also more cost effective as the contractors are already onsite and it reduces the reputational risk to Council with what may be perceived as rework. It is proposed to fund the variation from existing Heavy Patching and Pavement Rehab budgets.</p> <p>Estimated Completion: 30 June 2020</p>			
Glenoak Reservoir Rehabilitation	\$19K	Riverina Water County Council Contribution (\$19K)	Nil
<p>It has been requested that Council complete the rehabilitation of the area surrounding the recently completed Glenoak Reservoir with advice received from the Riverina Water County Council (RWCC) for the funding of these works.</p> <p>Estimated completion: 30 June 2020</p>			
SURPLUS/(DEFICIT)			\$0K

Current Restrictions

RESERVES SUMMARY					
30 APRIL 2020					
	CLOSING BALANCE 2018/19	ADOPTED RESERVE TRANSFERS 2019/20	BUDGET VARIATIONS APPROVED UP TO COUNCIL MEETING 27.4.2020	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	6,550,087		(24,410,096)
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	(2,199,103)	93,578	(3,045,826)
Total Externally Restricted	(94,524,428)	11,050,106	1,329,761	93,578	(82,050,983)
Internally Restricted					
Airport	(442,321)	(522,440)	(146)		(964,907)
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	20,913		(96,231)
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

30 APRIL 2020

	CLOSING BALANCE 2018/19	ADOPTED RESERVE TRANSFERS 2019/20	BUDGET VARIATIONS APPROVED UP TO COUNCIL MEETING 27.4.2020	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)	93,188	(2,216,727)
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	(2,367,862)		(4,706,704)
Museum Acquisitions	(39,378)		0		(39,378)
Oasis Building Renewal	(320,759)	65,000	28,529	42,420	(184,810)
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	136,954		(39,000)
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)	59,000	(167,712)
Total Internally Restricted	(33,127,305)	2,706,471	1,740,773	194,608	(28,485,454)
Total Restricted	(127,651,734)	13,756,577	3,070,534	288,186	(110,536,437)
Total Unrestricted	(5,725,794)	0	0	0	(5,725,794)
Total Cash, Cash Equivalents and Investments	(133,377,528)	13,756,577	3,070,534	288,186	(116,262,231)

Investment Summary as at 30 April 2020

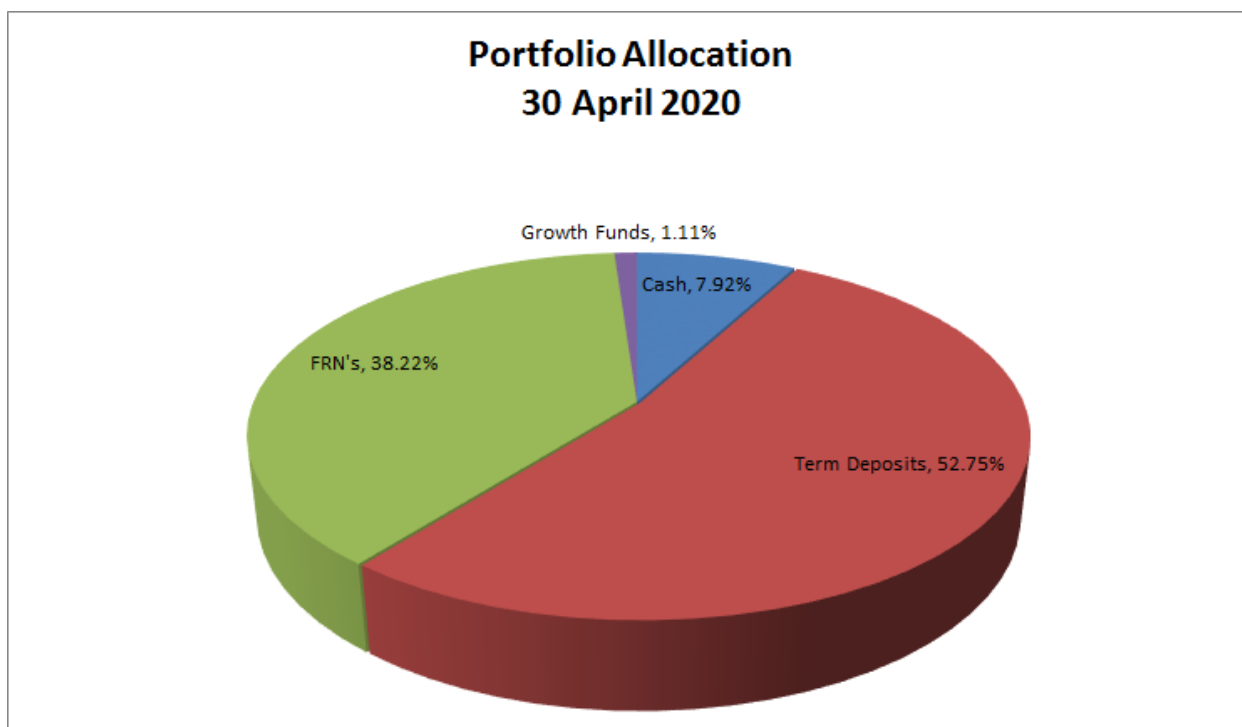
In accordance with Regulation 212 of the *Local Government (General) Regulation 2005*, details of Wagga Wagga City Council's external investments are outlined below:

Institution	Rating	Closing Balance Invested 31/03/2020 \$	Closing Balance Invested 30/04/2020 \$	April EOM Current Yield %	April EOM % of Portfolio	Investment Date	Maturity Date	Term (mths)
Short Term Deposits								
AMP	BBB+	2,000,000	2,000,000	2.10%	1.49%	2/12/2019	1/06/2020	6
AMP	BBB+	1,000,000	1,000,000	2.00%	0.74%	13/11/2019	11/05/2020	6
AMP	BBB+	1,000,000	1,000,000	2.10%	0.74%	2/12/2019	1/06/2020	6
MyState	BBB	1,000,000	0	0.00%	0.00%	1/04/2019	1/04/2020	12
ICBC	A	1,000,000	1,000,000	1.67%	0.74%	29/08/2019	28/08/2020	12
NAB	AA-	1,000,000	1,000,000	1.70%	0.74%	10/09/2019	11/05/2020	8
Macquarie Bank	A+	1,000,000	1,000,000	1.65%	0.74%	9/03/2020	7/09/2020	6
Total Short Term Deposits		8,000,000	7,000,000	1.90%	5.20%			
At Call Accounts								
NAB	AA-	601,301	452,738	0.25%	0.34%	N/A	N/A	N/A
CBA	AA-	2,034,801	676,959	0.25%	0.50%	N/A	N/A	N/A
CBA	AA-	17,004,874	9,527,894	1.60%	7.08%	N/A	N/A	N/A
Total At Call Accounts		19,640,976	10,657,592	1.46%	7.92%			
Medium Term Deposits								
RaboBank	A+	1,000,000	1,000,000	3.16%	0.74%	5/06/2017	6/06/2022	60
BOQ	BBB+	2,000,000	2,000,000	3.10%	1.49%	7/07/2017	7/07/2020	36
Rabobank	A+	1,000,000	1,000,000	3.20%	0.74%	25/08/2016	25/08/2021	60
Westpac	AA-	3,000,000	3,000,000	1.65%	2.23%	10/03/2017	10/03/2022	60
Auswide	BBB	2,000,000	2,000,000	2.95%	1.49%	5/10/2018	6/10/2020	24
BOQ	BBB+	2,000,000	2,000,000	3.35%	1.49%	3/01/2018	4/01/2022	48
Police Credit Union	NR	2,000,000	2,000,000	3.05%	1.49%	29/10/2018	29/10/2020	24
Australian Military Bank	BBB+	1,000,000	1,000,000	2.95%	0.74%	29/05/2018	29/05/2020	24
BOQ	BBB+	1,000,000	1,000,000	3.50%	0.74%	1/06/2018	1/06/2022	48
Westpac	AA-	2,000,000	2,000,000	3.02%	1.49%	28/06/2018	28/06/2021	36
Westpac	AA-	2,000,000	2,000,000	2.88%	1.49%	28/06/2018	29/06/2020	24
ING Bank	A	2,000,000	2,000,000	2.86%	1.49%	16/08/2018	17/08/2020	24
BOQ	BBB+	3,000,000	3,000,000	3.25%	2.23%	28/08/2018	29/08/2022	48
ING Bank	A	3,000,000	3,000,000	2.85%	2.23%	30/08/2018	14/09/2020	24
P&N Bank	BBB	1,000,000	1,000,000	3.10%	0.74%	16/10/2018	18/10/2021	36
Westpac	AA-	2,000,000	2,000,000	3.05%	1.49%	13/11/2018	15/11/2021	36
Police Credit Union	NR	1,000,000	1,000,000	3.07%	0.74%	20/11/2018	20/11/2020	24
P&N Bank	BBB	1,000,000	1,000,000	3.30%	0.74%	20/11/2018	21/11/2022	48
ING Bank	A	2,000,000	2,000,000	2.93%	1.49%	29/11/2018	30/11/2020	24
NAB	AA-	2,000,000	2,000,000	3.01%	1.49%	30/11/2018	30/11/2021	36
Bendigo-Adelaide	BBB+	1,000,000	1,000,000	3.25%	0.74%	30/11/2018	30/11/2022	48
CUA	BBB	2,000,000	2,000,000	3.02%	1.49%	5/12/2018	7/12/2020	24
Newcastle Permanent	BBB	2,000,000	2,000,000	3.05%	1.49%	8/02/2019	8/02/2022	36
ING Bank	A	1,000,000	1,000,000	2.82%	0.74%	22/02/2019	22/02/2021	24
Newcastle Permanent	BBB	2,000,000	2,000,000	2.70%	1.49%	23/04/2019	26/04/2022	36
BoQ	BBB+	1,000,000	1,000,000	2.40%	0.74%	22/05/2019	23/05/2022	36
BoQ	BBB+	1,000,000	1,000,000	2.15%	0.74%	8/07/2019	10/07/2023	48

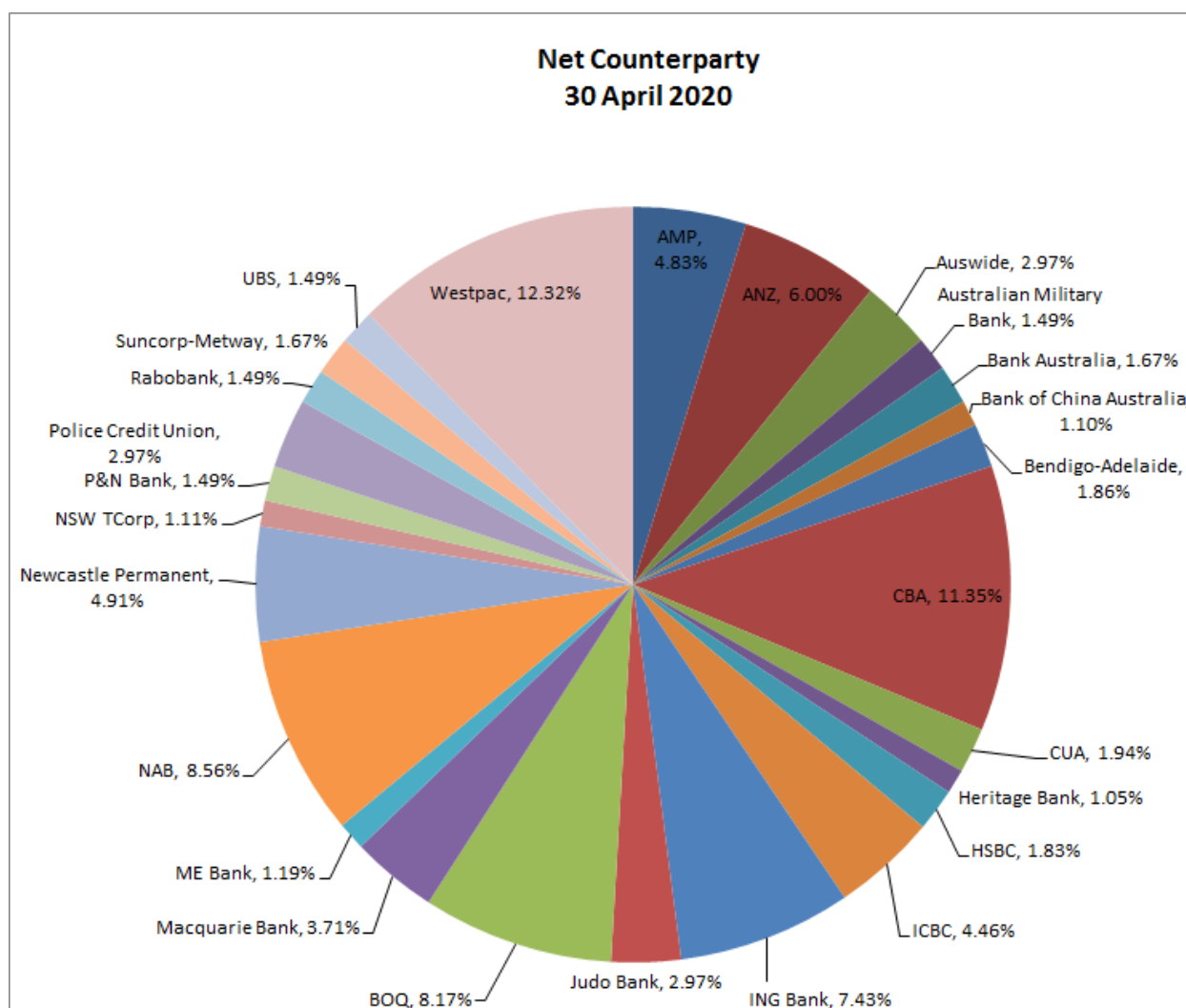
Judo Bank	NR	1,000,000	1,000,000	2.30%	0.74%	16/07/2019	16/07/2021	24
Auswide	BBB	1,000,000	1,000,000	1.95%	0.74%	12/08/2019	12/08/2022	36
Judo Bank	NR	1,000,000	1,000,000	2.15%	0.74%	20/08/2019	19/08/2021	24
Australian Military Bank	BBB+	1,000,000	1,000,000	1.76%	0.74%	20/08/2019	20/08/2021	24
Judo Bank	NR	1,000,000	1,000,000	1.90%	0.74%	10/09/2019	9/09/2022	36
Auswide	BBB	1,000,000	1,000,000	1.72%	0.74%	3/10/2019	4/10/2022	36
ICBC	A	2,000,000	2,000,000	2.03%	1.49%	6/11/2019	6/11/2024	60
ICBC	A	2,000,000	2,000,000	1.83%	1.49%	28/11/2019	28/11/2024	60
Judo Bank	NR	1,000,000	1,000,000	2.20%	0.74%	5/12/2019	3/12/2021	24
ICBC	A	1,000,000	1,000,000	1.75%	0.74%	6/01/2020	8/01/2024	48
BOQ	BBB+	1,000,000	1,000,000	2.00%	0.74%	28/02/2020	28/02/2025	60
ING Bank	A	2,000,000	2,000,000	1.50%	1.49%	2/03/2020	2/03/2022	24
Macquarie Bank	A+	2,000,000	2,000,000	1.40%	1.49%	9/03/2020	9/03/2022	24
Police Credit Union	NR	0	1,000,000	2.20%	0.74%	1/04/2020	1/04/2025	60
Total Medium Term Deposits		63,000,000	64,000,000	2.62%	47.55%			
Floating Rate Notes - Senior Debt								
AMP	BBB+	1,002,668	1,005,757	BBSW + 135	0.75%	24/05/2016	24/05/2021	60
Suncorp-Metway	A+	1,001,515	1,007,468	BBSW + 97	0.75%	16/08/2017	16/08/2022	60
Bendigo-Adelaide	BBB+	498,912	500,054	BBSW + 105	0.37%	25/01/2018	25/01/2023	60
Newcastle Permanent	BBB	1,507,412	1,514,180	BBSW + 140	1.12%	6/02/2018	6/02/2023	60
Westpac	AA-	1,991,697	2,016,048	BBSW + 83	1.50%	6/03/2018	6/03/2023	60
UBS	A+	2,000,138	1,999,487	BBSW + 90	1.49%	8/03/2018	8/03/2023	60
Heritage Bank	BBB+	1,402,747	1,406,993	BBSW + 123	1.05%	29/03/2018	29/03/2021	36
ME Bank	BBB	1,610,084	1,605,476	BBSW + 127	1.19%	17/04/2018	16/04/2021	36
ANZ	AA-	1,997,684	2,022,557	BBSW + 90	1.50%	9/05/2018	9/05/2023	60
NAB	AA-	1,997,722	2,022,249	BBSW + 90	1.50%	16/05/2018	16/05/2023	60
CBA	AA-	1,996,854	2,024,811	BBSW + 93	1.50%	16/08/2018	16/08/2023	60
Bank Australia	BBB	753,953	756,652	BBSW + 130	0.56%	30/08/2018	30/08/2021	36
CUA	BBB	602,644	604,757	BBSW + 125	0.45%	6/09/2018	6/09/2021	36
AMP	BBB+	1,495,373	1,500,688	BBSW + 108	1.11%	10/09/2018	10/09/2021	36
NAB	AA-	1,990,559	2,019,360	BBSW + 93	1.50%	26/09/2018	26/09/2023	60
Bendigo-Adelaide	BBB+	1,003,012	1,002,485	BBSW + 101	0.74%	19/10/2018	19/01/2022	39
CBA	AA-	3,015,288	3,046,140	BBSW + 113	2.26%	11/01/2019	11/01/2024	60
Westpac	AA-	3,010,485	3,045,608	BBSW + 114	2.26%	24/01/2019	24/04/2024	63
ANZ	AA-	2,505,504	2,543,956	BBSW + 110	1.89%	8/02/2019	8/02/2024	60
NAB	AA-	1,998,177	2,029,567	BBSW + 104	1.51%	26/02/2019	26/02/2024	60
Bank of China Australia	A	1,496,188	1,487,019	BBSW + 100	1.10%	17/04/2019	17/10/2022	42
Westpac	AA-	2,473,267	2,521,235	BBSW + 88	1.87%	16/05/2019	16/08/2024	63
Suncorp-Metway	A+	1,231,837	1,238,684	BBSW + 78	0.92%	30/07/2019	30/07/2024	60
ANZ	AA-	1,968,443	2,006,372	BBSW + 77	1.49%	29/08/2019	29/08/2024	60
HSBC	AA-	2,441,988	2,456,548	BBSW + 83	1.83%	27/09/2019	27/09/2024	60
Bank Australia	BBB	1,483,516	1,491,072	BBSW + 90	1.11%	2/12/2019	2/12/2022	36
ANZ	AA-	1,471,869	1,498,264	BBSW + 76	1.11%	16/01/2020	16/01/2025	60
NAB	AA-	1,962,968	1,998,277	BBSW + 77	1.48%	21/01/2020	21/01/2025	60
Newcastle Permanent	BBB	1,084,532	1,089,906	BBSW + 112	0.81%	4/02/2020	4/02/2025	60
Macquarie Bank	A+	1,948,743	1,989,490	BBSW + 84	1.48%	12/02/2020	12/02/2025	60
Total Floating Rate Notes - Senior Debt		50,945,778	51,451,162		38.22%			
Managed Funds								
NSW Tcorp	NR	1,449,575	1,496,221	3.22%	1.11%	17/03/2014	1/04/2025	132
Total Managed Funds		1,449,575	1,496,221	3.22%	1.11%			

TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS		143,036,329	134,604,974		100.00%			
LESS: RIVERINA REGIONAL LIBRARY (RRL) CASH AT BANK		3,685,861	3,512,080					
TOTAL WWCC CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS		139,350,468	131,092,895					

Council's investment portfolio is dominated by Term Deposits, equating to approximately 53% of the portfolio across a broad range of counterparties. Cash equates to 8%, with Floating Rate Notes (FRNs) around 38% 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.

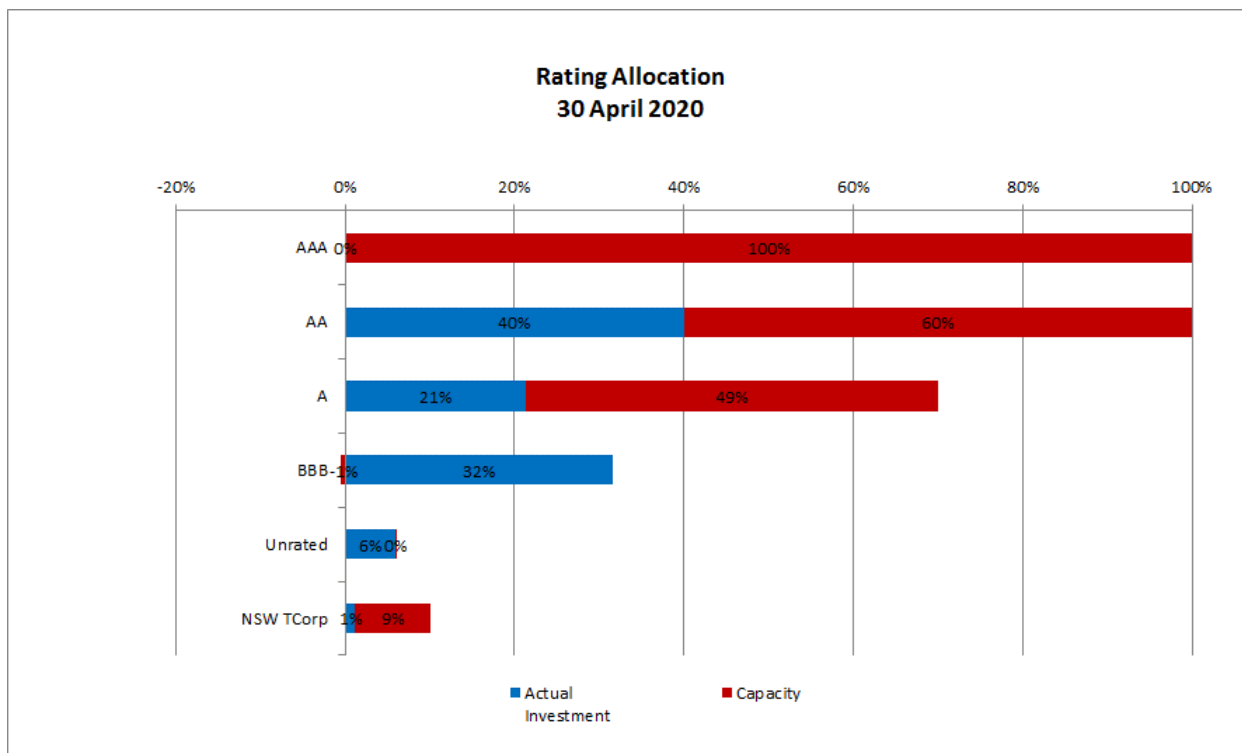


All investments are within the defined Policy limits except for the “BBB” rated category. Over the month of April, Councils overall total portfolio balance has reduced significantly, down from \$143.0M to \$134.6M, which has attributed to the slight overweight position. This is due to a large value of contract payments being made in the latter parts of the month, whilst Council waits on grant funding to be received for these projects.

Overall, these movements have resulted in a marginal over exposure of 0.56%, or \$750K, in this category at 30 April 2020. It should be noted that Council has term deposits maturing with AMP Bank (BBB+) and Australian Military Bank (BBB+) during May. With these maturities and the receipt of outstanding grant funds, this overweight position should be rectified by 31 May 2020.

Council’s credit quality limits are outlined in the below table and Rating Allocation chart.

Credit Rating	Invested (\$)	Invested (%)	Max Limit (%)	Available (\$)
AA Category	\$ 53,908,586	40.05%	100.00%	\$ 80,696,389
A Category	\$ 28,722,147	21.34%	70.00%	\$ 65,501,335
BBB Category	\$ 42,478,021	31.56%	31.00%	-\$ 750,479
Unrated ADI's	\$ 8,000,000	5.94%	6.00%	\$ 76,298
NSW Tcorp LTGF	\$ 1,496,221	1.11%	100.00%	\$ 133,108,753
	\$ 134,604,974	100.00%		



Investment Portfolio Balance

Council's investment portfolio balance has decreased significantly from the previous month's balance, down from \$139.4M to \$131.1M. This is due to a number of large contractor payments being made during April, with Council either waiting on receiving grant funding payments or external loan borrowings for these projects.

	Closing Balance Invested 29/02/2020 \$	Closing Balance Invested 31/03/2020 \$	Closing Balance Invested 30/04/2020 \$
TOTAL WWCC CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS	138,692,698	139,350,468	131,092,895

Monthly Investment Movements

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

Institution and Type	Amount	Investment Term	Interest Rate	Comments
MyState Bank Term Deposit	\$1M	12 months	2.75%	This term deposit was redeemed on maturity and funds were reinvested into a new 5-yr Police Credit Union term deposit (see below).

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

Institution and Type	Amount	Investment Term	Interest Rate	Comments
Police Credit Union Term Deposit	\$1M	5 years	2.20%	The Police Credit Union rate of 2.20% compared favourably to the rest of the market for this investment term.

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

Monthly Investment Performance

Interest/growth/capital gains/(losses) for the month totalled \$796,900, which compares favourably with the budget for the period of \$298,250 - outperforming budget for the month by \$498,650.

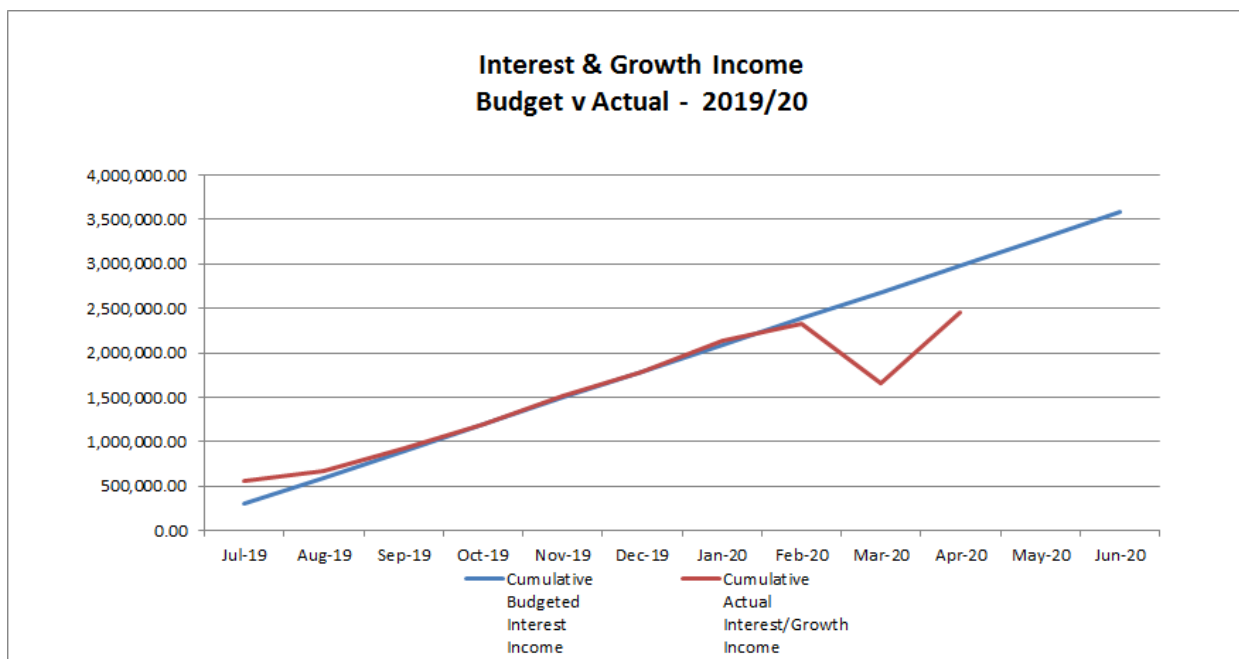
Council's outperformance to budget for April was mainly due to a positive rebound in the principal value of its Floating Rate Note (FRN) portfolio. During the month, the principal value of Council's FRN portfolio increased by \$506,686 (or 1.00%) as trading margins on these securities tightened – recovering a large portion of the \$758,917 in principal value lost during March. The movement in the trading margins on these securities can be seen in the below table.

Senior FRNs (ADIs)	30/04/2020	31/03/2020	29/02/2020
"AA" rated – 5yrs	+90bp	+130bp	+80bp
"AA" rated – 3yrs	+65bp	+104bp	+63bp
"A" rated – 5yrs	+112bp	+150bp	+93bp
"A" rated – 3yrs	+88bp	+116bp	+78bp
"BBB" rated – 3yrs	+120bp	+135bp	+100bp

Source: IBS Capital

It is still worth noting that these investment securities are senior ranking assets and high in the bank capital structure. It is expected that, if held to maturity, these FRN's will pay back the original face value of the investment whilst Council still receives its quarterly interest payments. Therefore, it is not expected that Council will lose any capital or interest payments from its current holdings within its FRN portfolio.

Council's TCorp Long Term Growth fund (LTGF) also experienced a positive return for April, with the fund returning 3.22% (or \$46,646) as both domestic and international shares rebounded strongly on the back of stimulus packages being provided by Federal governments, with global and domestic shares returning 10.71% and 8.78% respectively.



As can be seen in the above graph, Council's interest on investments has taken a significant hit during the COVID-19 pandemic and given the continued uncertainty in financial markets, Council will likely continue to feel this impact indefinitely. Attached to this report is some insight into the impacts of COVID-19 on Council's investment portfolio provided by Council's independent investment advisor, Imperium Markets.

In comparison to the AusBond Bank Bill Index* (1.12%), Council's investment portfolio returned 2.40% (annualised) for April – excluding the positive rebound seen for Council's FRN portfolio. 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 2.36%, outperforming the AusBond Bank Bill index by 1.25%.

Performance	1 month	3 months	6 months	FYTD	1 year	2 years	3 years
Official Cash Rate	0.02%	0.10%	0.29%	0.61%	0.84%	1.17%	1.28%
AusBond Bank Bill Index	0.05%	0.22%	0.46%	0.83%	1.12%	1.56%	1.63%
Council's Cash	0.12%	0.35%	0.72%	1.23%	1.56%	1.83%	1.92%
Council's T/D	0.21%	0.63%	1.30%	2.26%	2.77%	2.89%	2.95%
Council's FRN	0.13%	0.44%	0.93%	1.68%	2.14%	2.70%	2.77%
Council's TCorp LTGF	3.22%	-9.93%	-5.77%	-3.02%	-1.08%	3.60%	4.99%
TCorp Benchmark	3.20%	-9.62%	-5.36%	-2.61%	-0.63%	4.17%	5.43%
Council's Portfolio	0.20%	0.41%	1.02%	1.87%	2.36%	2.72%	2.78%
Outperformance	0.15%	0.19%	0.56%	1.04%	1.25%	1.16%	1.16%

* 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.

Please note that the above performance table does not take into account the strong positive rebound for Council's FRN portfolio for the month of April. This table of returns only provides for the value of interest payments from the FRN portfolio as Council does

not expect to lose any of the capital value of these investments. If Council sells out of an FRN prior to maturity, the capital gain or loss is then included in the return for that month.

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

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.

Attachments

1   Imperium Markets Insight - Impacts of COVID-19



Impact of COVID-19 to Council's Portfolio

COVID-19 has adversely impacted financial markets, which in turn, has also affected Council's investment portfolio. We provide a quick summary in this section.

With regards to financial markets, of importance was the RBA cutting interest rates twice in March 2020, taking the official cash rate down to a record low of 0.25%. Shares (equities) experienced a significant correction, down over -20% in Australian and around -13% globally for the month of March. April saw shares rebound strongly, offsetting some of the losses in March, with equities returning around +9% in Australia and +10% abroad.

With regards to the medium-longer term outlook for financial markets, of importance is the RBA's outlook and stance on the current situation:

1. The RBA's official cash rate will remain unchanged at its emergency level of 0.25% until its objectives of full employment and inflation are reached (note, we are unlikely to see the unemployment rate down to 4.5% and inflation within their 2-3% target band any time soon);
2. RBA Governor Lowe has commented that he has not seen any signs of stress in the financial system from this crisis because unlike the GFC, the banks have cash and are well capitalised;
3. The RBA Board expects rates would be low "for a very long period of time".

The biggest impact to Council's investment portfolio is with regards to its largest exposure being assets held in bank term deposits (fixed and floating), which accounts for around ~53% of Council's total portfolio. **The biggest risk that Council faces over the medium-longer term in this environment is not the potential loss of capital (given all the banks are well capitalised and regulated by APRA), but the rapid loss of interest income as interest rates have plummeted.**

Council's term deposit portfolio was yielding an attractive 2.55% p.a. at month-end, with a weighted average duration of around 566 days or ~1.6 years. This average duration will provide some income protection for the next 1-2 years. As existing deposits mature however, they will inevitably be reinvested at much lower prevailing rates.

Given official rates have fallen to all-time lows, Council is likely to see a rapid decline in interest income over future financial years. Its budgeted income over the medium-longer term needs to be revised to reflect the low interest rate environment. Returns of 1%-1½% p.a. may potentially be the "norm" and potentially at the upper end of the range over the next few financial years.

**RP-6 TEMPORARY AMENDMENTS TO COUNCIL'S FINANCIAL
HARDSHIP POLICY - POL 102 AND DEBT MANAGEMENT POLICY -
POL 017****Author:** Natalie Te Pohe

Summary: For Councillors to consider temporarily amending the operating provisions of Council's Financial Hardship Policy POL102 to allow for a wider application and an easier process for ratepayers to apply as a result of the COVID-19 pandemic, along with suspending some of the debt recovery actions usually undertaken in accordance with Council's Debt Management Policy POL017.

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 temporary amendments to Council's Financial Hardship Policy POL102 retrospectively from 31 March 2020 to 27 September 2020, being the date that the Government will continue to provide the JobKeeper payments, noting that the temporary amendments will continue to remain until the date the Australian Government determines for JobKeeper payments
- c note the change in the title from Financial Hardship Policy to Financial Hardship – Payment Arrangements and Waiving of Interest Policy
- d approve suspending the debt recovery proceedings outlined in section 2.1.4 and 2.1.5 of Council's Debt Management Policy POL017, with the exception of entering payment arrangements, for the period 31 March 2020 to 30 June 2020 for any new outstanding amounts, consistent with prior approvals in relation to this matter
- e provide public notice of the proposed amendments to ensure the community is aware of the new provisions
- f implement the amendments to the Policy provisions and if public submissions are received in opposition to the proposed amendments, the matter is to be considered by Council at the next available Council meeting
- g note the financial impact to Council from providing the fee waivers as outlined within this report

Report

Council's Financial Hardship Policy POL102 currently incorporates a range of conditions that apply to all applications. There are two (2) specific conditions within Section 1.5 of the Policy that are proposed to be removed:

1. That the property for which the hardship application applies is the principal place of residency or occupancy of the applicant.; and
2. That rates payable (net of pensioner concession) must be more than 6% of the gross income of the property owner.

The first condition effectively means that only residential ratepayers may apply for hardship, and the second condition is subjective.

Within Section 2.1 there are also two (2) general provisions that are proposed to be waived (listed as a and b for ease of explanation):

- a Copy of recent bank statements for all accounts
- b Details of all income and expenditure (monthly budget analysis)

It is proposed that condition 1 is modified to apply to any property owned within the Wagga Wagga local government area. This would therefore allow the Policy to apply to all ratepayers within the LGA and not be restricted to only residential ratepayers. It is also proposed that conditions a and b are waived for any ratepayer that:

- i. Provides suitable evidence of their eligibility for either the JobKeeper or the JobSeeker payment; or
- ii. Provides suitable evidence that their tenant has qualified for a JobKeeper payment; or
- iii. Provides a Statutory Declaration and evidence from an agent, where applicable, that demonstrates their property has become vacant as a result of the COVID-19 pandemic; or
- iv. Provides suitable evidence that more than a 30% rent reduction has been provided to their tenant.

If this evidence cannot be provided, then the general provisions of a and b would still apply.

It is also proposed that an additional example be included as a situation that could cause financial hardship being:

- Pandemic situations (COVID-19 as an example), causing loss of normal income, which renders or rendered the ratepayer unable to meet payments for a specified period.

This example ensures transparency in that Council clearly recognises that the pandemic is beyond people's control.

Lessening the requirements within the Policy will allow for an easier application process for all ratepayers, particularly as eligibility for the JobSeeker and JobKeeper Payments are already determined by the Australian Government. It will also lessen the administrative burden on Council staff who would be required to assess each application.

Expanding the Policy to all ratepayers has been considered to ensure equity is applied to all community members within the local government area. This will also ensure consistency with the principles outlined in the Debt Management and Hardship Guidelines issued by the Office of Local Government in November 2018.

It has been made clear in the revised Policy that the period for application is up to 27 September 2020, but that payment arrangements can be made that extend over a two-year period. This was in response to some feedback where it was interpreted that the

payment plans could only extend to 27 September, however this wasn't the intent. Additional wording has been included in the draft Policy to this effect.

Contained within Council's Debt Management Policy POL017 are a range of debt recovery proceedings identified with an overview of how each are to be applied. These include:

- Payment Arrangements
- Commencing Legal Action / Statement of Claim
- Default Judgment / Post Judgment
- Sale of Land for Unpaid Rates and Charges
- Recovery / Legal Proceedings for Sundry Debtor Accounts

While Council is still legislatively required to issue rates and charges throughout this period, and communication was developed to promote payment arrangements, it is recognised that any new outstanding amounts may be a result of the impacts of COVID-19, and it would be inappropriate for Council to proceed with legal action.

Financial Implications

As reported to Council on 30 March 2020, the estimated lost income from the waiving of interest on outstanding rates and charges was \$16,000 for a four (4) week period. Extending this period to 30 June increases this to approximately \$48,000. It is uncertain as to how many commercial ratepayers may make a hardship application, however given the enquiries to date, it is likely that the lost revenue would be higher than originally anticipated given this was only capturing residential ratepayers.

At the time of writing this report, Council had received 29 applications (across 31 properties) with 13 of these being businesses and 29 residential. It should be noted that the 4th quarter instalment is not due until 31 May and further applications may be received closer to this date. From initial review of the applications, the predominant requests have sought an arrangement for the 4th quarter instalments.

Policy and Legislation

The following Council Policies are relevant:

- Financial Hardship Policy POL102
- Debt Management Policy POL017

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We are active community members

Outcome: We recognise we all have a role to play

Risk Management Issues for Council

Council currently has a balanced budget for the current financial year, although it is known that there will be an impact given the pandemic. An overview of the impact will

be presented to the second meeting in May. Any reduction in income to be received has a negative impact on Council's bottom line.

Internal / External Consultation

Communication promoting payment arrangements was developed several weeks ago and provided as an insert to the 4th quarter rates instalment notices. Digital media was also developed and promoted through Council's website and Facebook page. The link can be found here: <http://wagga.nsw.gov.au/financialsupport>

This page will require updating if Council resolve the recommendation as proposed. It will then be further promoted through the Live Local Be Local website given the direct relevance to commercial property owners.




Numerous discussions were held with business advocacy groups such as the Wagga Wagga Business Chamber, Committee for Wagga and Women in Business to ascertain the key messages they were receiving from their members, and what additional and reasonable support Council could provide. Engagement was also undertaken with Wagga's Business Enterprise Centre, the NSW Business Chamber and commercial property owners who had specifically written to Council.

While there was an initial call for rate waivers, when stakeholders were provided with an overview of the impacts on Council's revenue, State Government rate capping and that there had been no support package that assisted Council financially, the opportunity for deferral for up to two years was received positively, and there was less emphasis on waiving rates. It is noted that the NSW Business Chamber continues to advocate to the State Government for additional assistance and relief.

Council Officers will continue to work with the community and consider all applications on a case by case basis.

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

Attachments

1.  Current Financial Hardship Policy POL102
2.  Revised Financial Hardship Policy POL102
3.  Current Debt Management Policy POL017

Wagga Wagga City Council

FINANCIAL HARDSHIP POLICY

REFERENCE NUMBER	POL 102		
ORIGINAL APPROVAL DATE	August 2007		
RESPONSIBLE MANAGER	Manager Finance		
RESPONSIBLE DIRECTORATE	Finance		
<p>This document is to be reviewed: every two years or in the first 12 months of the new term of Council whichever is the earliest.</p> <p>Next Review Date: June 2018</p>			
Revision number	Issue Date	Council Resolution	Council Meeting Date
1			28 August 2007
2		Res No: 09/077	27 July 2009
3	August 2013	Res No: 13/224.1	26 August 2013
4	16 June 2016	General Manager Approval	August 2016
5	August 2017	Res No: 17/279	28 August 2017

PART 1: INTRODUCTION

Council's Financial Hardship Policy is to provide a formal process for the administration of assisting those ratepayers who are experiencing genuine financial hardship with the payment of their rates and/or charges.

1.1 Legislation

Section 564 of the *Local Government Act 1993*, as amended, affords Council the power to accept payment of rates and charges due and payable by a person in accordance with an agreement made with the person and also to write off or reduce interest accrued on rates or charges if the person complies with the agreement.

Section 567 of the *Local Government Act 1993*, as amended, affords Council the power to write off accrued interest on rates or charges payable by a person if, in Council's opinion the reasons that the person was unable to pay the rates or charges when they became due and payable were beyond the person's control, or that the person is unable to pay the accrued interest for reasons beyond their control, or that the payment of the accrued interest would cause the person hardship.

Section 582 of the *Local Government Act 1993*, as amended, affords Council the power to waive or reduce rates, charges and interest due by any person prescribed by the regulations who is in receipt of a pension, benefit or allowance under the *Social Security Act 1991* of the Commonwealth.

Section 601 of the *Local Government Act 1993*, as amended, provides for ratepayers who incur a rate increase in the first year following a revaluation of land values to apply to Council for rate relief if the increase in the amount of rates payable would cause them substantial hardship. In such circumstances Council has the discretion to waive, reduce or defer the payment of the whole or any part of the increase in the amount of the rate payable for such period and subject to such conditions that Council deems appropriate.

1.2 Policy Objectives

To provide a formal process for the administration of assisting those ratepayers who are experiencing genuine financial hardship with the payment of their rates and/or charges.

To fulfil the statutory requirements of the Local Government Act with respect to hardship applications.

1.3 Policy Implementation Guidelines

This policy will be implemented through the provisions contained in the policy, including departmental advice relating to special variations and rate pegging limits and any developed guidelines that may exist from time to time.

1.4 Scope of Policy

This policy applies to any ratepayer that is experiencing financial hardship with respect to the payment of rates and/or charges.

1.5 Conditions

The following conditions apply to all applications under this policy:

- That the property for which the hardship application applies is the principal place of residency or occupancy of the applicant;
- That the actual hardship exists (see examples of situations that could cause hardship below);
- That rates payable (net of pensioner concession) must be more than 6% of the gross income of the property owner.
- That a mutually acceptable repayment schedule is entered into which takes into account future rates and charges levied against the property, is for a maximum 2 year period and is to be reviewed after the first 12 months
- That interest is charged, and may be written off where the agreed repayment schedule is adhered to;
- That where a default occurs in relation to the repayment schedule, the levying of interest charges will remain. A pro-rata write off of interest however may be considered by Council's Manager Finance on the merits of each individual case..

The following are examples of situations that could cause financial hardship:

- In the case of loss of employment, causing loss of normal income, which renders or rendered the payment defaulter unable to meet payments for a specified period.
- In the case of death, terminal illness, illness or injury causing loss of normal income, which renders or rendered the payment defaulter unable to meet payments and is evidenced by a medical certificate and proof of loss of normal income.
- In the case of serious accident causing loss of normal income, which renders or rendered the payment defaulter unable to meet payments and is evidenced by a medical certificate and proof of loss of normal income?
- In the case of a natural disaster (*bushfire, flooding, drought, etc*) causing loss of normal income, which renders or rendered the payment defaulter unable to meet payments for a specified period?
- .



POLICY REGISTER

Ref: POL 102

1.6 Review procedures

All applications are to be reviewed on a monthly basis by Rates Coordinator and/or Revenue Supervisor in order to ensure all agreements and payment schedules are adhered to. Council's Manager Finance to be advised of any payment defaults and appropriate action taken.

PART 2: POLICY CONTENT

2.1 General Provisions

To apply for the financial hardship concession a ratepayer must submit a completed Hardship Rate Relief Application together with the required supporting documentation, as listed below.

- Copy of recent bank statements for all accounts
- Details of all income and expenditure (monthly budget analysis)

2.2 Specific Provisions

Section 601 applications

All applications for hardship caused through revaluation must be received within 2 months following the due date for payment of the first instalment notice where the new valuation has taken effect.

For hardship on the basis of revaluation the rates payable for the year must have increased by more than the rate pegging limit or special variation amount announced by the Independent Pricing and Regulatory Tribunal (IPART).

Financial Hardship – Payment Arrangements and Waiving of Interest Policy

Reference number: POL 102
Approval date: 28 August 2007
Policy owner: Corporate Services
Next review: June 2022

Introduction

Council's Financial Hardship Policy is to provide a formal process for the administration of assisting those ratepayers who are experiencing genuine financial hardship with the payment of their rates and/or charges.

Council's processes include but are not limited to offering payment arrangements, placing on hold debt recovery for a period of time, and/or referring to Council's Community Services area for potential on-referral to other local support agencies.

Whilst this Policy recognises instances where ratepayers who are experiencing genuine financial hardship may be eligible for interest charges to be written off, it does not allow for the ability to write off rates or charges. If there are no payment defaults during the agreed payment arrangement period, the interest charged to the account during the payment arrangement period will be recommended for write off (subject to General Manager approval (less than \$500) or Council approval (greater than \$500)).

Temporary Amendments

As a result of the COVID-19 pandemic declared by the World Health Organisation on 11 March 2020, the following temporary arrangements will apply until 27 September 2020, being up to the date the Australian Government will provide JobKeeper payments. It should be noted that applications utilising these temporary arrangements will be accepted up to 27 September 2020, or a date otherwise prescribed by the Australian Government. This date does not reflect the possible payment plan period, which may be up to two years, consistent with the Policy Conditions.

Where a ratepayer:

- Provides suitable evidence of eligibility for the JobSeeker or JobKeeper payment; or
- Provides suitable evidence that their tenant has qualified for a JobKeeper payment; or

POL102 – Financial Hardship – Payment Arrangements and Waiving of Interest Policy

- Provides a Statutory Declaration and evidence from an agent, where applicable, that demonstrates their property has become vacant as a result of the COVID-19 pandemic; or
- Provides suitable evidence that more than a 30% rent reduction has been provided to their tenant;

then the following conditions have been waived:

- Copies of recent bank statements for all accounts are not required; and
- Details of all income and expenditure (via a monthly budget analysis) are not required.
- In accordance with Council resolution 20/112 made on 30 March 2020, the interest charged to the account during the payment arrangement period will be waived subject to:
 - a mutually acceptable repayment schedule being entered into that takes into account future rates and charges levied against the property; and
 - the repayment schedule being for a maximum two-year period and is to be reviewed after the first 12 months; and
 - there being no default on the repayment schedule.

It should be noted that mutually acceptable payment arrangements can extend beyond 27 September 2020 in accordance with the conditions outlined within this Policy.

Purpose

To provide a formal process for the administration of assisting those ratepayers who are experiencing genuine financial hardship with the payment of their rates and/or charges.

To fulfil the statutory requirements of the *Local Government Act 1993* with respect to hardship applications.

Scope

This Policy applies to any ratepayer experiencing financial hardship with respect to the payment of rates and/or charges.

This Policy will be implemented through the provisions contained in the Policy, including departmental advice relating to special variations and rate pegging limits and any developed guidelines that may exist from time to time.

Policy Provisions

Conditions

The following conditions apply to all applications under this Policy:

- An actual hardship exists (see examples of situations that could cause hardship below).
- A mutually acceptable repayment schedule is entered into which takes into account future rates and charges levied against the property, is for a maximum two-year period and is to be reviewed after the first 12 months.

POL102 – Financial Hardship – Payment Arrangements and Waiving of Interest Policy

- Interest is charged and may be written off where the agreed repayment schedule is adhered to.
- Where a default occurs in relation to the repayment schedule, the levying of interest charges will remain, noting that some discretion may be applied if contact is made prior to the due date.
- All applications by ratepayers for financial hardship must complete a Hardship Rate Relief Application together with the required supporting documentation and be accompanied by:
 - Copies of recent bank statements for all accounts; and
 - Details of all income and expenditure (via a monthly budget analysis)

Examples of Financial Hardship Situations

- Loss of employment, causing loss of normal income, which renders or rendered the ratepayer unable to meet payments for a specified period.
- Death, terminal illness, illness or injury causing loss of normal income, which renders or rendered the ratepayer unable to meet payments and is evidenced by a medical certificate and proof of loss of normal income.
- Serious accident causing loss of normal income, which renders or rendered the ratepayer unable to meet payments and is evidenced by a medical certificate and proof of loss of normal income.
- Natural disaster (bushfire, flooding, drought, etc) causing loss of normal income, which renders or rendered the ratepayer unable to meet payments for a specified period.
- Pandemic situations (COVID-19 as an example) causing loss of normal income, which renders or rendered the ratepayer unable to meet payments for a specified period.

Section 601 Applications

All applications for hardship caused through a General Revaluation must be received within two (2) months following the due date for payment of the first instalment notice for the rating year for which the hardship application was made. Hardship applications, as a result of a General Revaluation, will only be considered for the rating year of the application.

For hardship, on the basis of revaluation the rates payable for the year must have increased by more than the rate pegging limit or special variation amount announced by the Independent Pricing and Regulatory Tribunal (IPART).

Legislative Context

- Section 564 of the *Local Government Act 1993*, as amended, affords Council the power to accept payment of rates and charges due and payable by a person in accordance with an agreement made with the person and also to write off or reduce interest accrued on rates or charges if the person complies with the agreement.
- Section 567 of the *Local Government Act 1993*, as amended, affords Council the power to write off accrued interest on rates or charges payable by a person if, in Council's opinion the reasons that the person was unable to pay the rates or charges when they became due and payable were beyond the person's control, or that the person is unable to pay the

POL102 – Financial Hardship – Payment Arrangements and Waiving of Interest Policy

accrued interest for reasons beyond their control, or that the payment of the accrued interest would cause the person hardship.

- Section 582 of the *Local Government Act 1993*, as amended, affords Council the power to waive or reduce rates, charges and interest due by any person prescribed by the regulations who is in receipt of a pension, benefit or allowance under the *Social Security Act 1991* of the Commonwealth.
- Section 601 of the *Local Government Act 1993*, as amended, provides for ratepayers who incur a rate increase in the first year following a revaluation of land values to apply to Council for rate relief if the increase in the amount of rates payable would cause them substantial hardship. In such circumstances Council has the discretion to waive, reduce or defer the payment of the whole or any part of the increase in the amount of the rate payable for such period and subject to such conditions that Council deems appropriate.
- The Section 23A Debt Management and Hardship Guidelines produced by the NSW Office of Local Government in conjunction with the NSW Department of Justice, must be considered by all councils in developing and implementing debt management and hardship policies.

Related Documents

- Financial Hardship – Payment Arrangements and Waiving of Interest Operating Standard
- Financial Hardship Application Form
- Financial Hardship Fact Sheet

Definitions

Term	Definition
Financial Hardship	Any situation where the individual is having difficulty paying legally owed debt. This can result from life changes (for example illness, unemployment or changes in financial circumstances) restricting the short-term capacity to pay.
Payment Arrangement	A mutually agreeable payment arrangement signed between the landowner and Council. The payment arrangement takes into account the current balance owing, future land rates levied and the income and expenses of the landowner.
Rates and/or Charges	Includes property rates (including Special Rate Variations), domestic and commercial waste charges, sewer charges and stormwater management service charges.
Writing Off Interest	Relief by way of waiving interest charges incurred during the payment arrangement is available to landowners who have been deemed to be in genuine financial hardship. In order for the interest to be waived, the payment arrangement must be adhered to, with no defaults in payments.

POL102 – Financial Hardship – Payment Arrangements and Waiving of Interest Policy

Revision History

Revision number	Council resolution	Council meeting date
1	Res No:	28 August 2007
2	Res No: 09/077	27 July 2009
3	Res No: 13/224.1	26 August 2013
4	General Manager Approval	August 2016
5	Res No: 17/279	28 August 2017
6	Res No:	

Wagga Wagga City Council

DEBT MANAGEMENT POLICY

REFERENCE NUMBER	POL 017		
ORIGINAL APPROVAL DATE	December 2018		
RESPONSIBLE MANAGER	Manager Finance		
RESPONSIBLE DIRECTORATE	Finance		
<p>This document is to be reviewed: every four years or in the first twelve months of the new term of Council, whichever is the earliest.</p> <p>Next review date: December 2022</p>			
Revision number	Issue Date	Council Resolution	Council Meeting Date
1	May 2018	Res No: 18/465	17 December 2018



POLICY REGISTER

Ref: POL 017

PART 1: INTRODUCTION

Council's Debt Recovery Policy aims to provide a framework for the recovery of unpaid rates and charges and unpaid sundry debtor accounts.

Council raises approximately 60 per cent of its income through rates, user charges and fees. To ensure adequate cash flows it is important that Council's debt recovery is efficient, effective and economical and reduces the likely occurrence of unrecoverable debts. The Office of Local Government benchmark for outstanding rates is less than 5% for city and coastal councils, and less than 10% for rural areas. As Wagga Wagga is a regional centre, Management have set a target of less than 4% by the year 2021.

1.1 Policy Objectives

Council will exercise its debt recovery powers in order to reduce the overall debt. It will be guided by the principals of:

1. Equity

To ensure consistency, fairness, integrity and confidentiality of all proceedings for both Council and the customer.

2. Transparency

Ensuring the obligations of Council's customers are clear in assisting them to meet their financial obligations where possible.

3. Compliance

To fulfil the statutory requirements of the Local Government Act, 1993 with respect to the recovery of rates, charges and other debts.

4. Financial Sustainability

To maximize collections of outstanding debts and to optimize Council's cash flow and overall financial performance and sustainability.

5. Consideration of Financial Hardship

To be sympathetic and helpful to customers suffering genuine financial hardship.

1.2 Scope of Policy

This Policy applies to all debtors (including ratepayers) who have outstanding monies owed to Council.

This Policy does not confer any delegated authority upon any person. All delegations to staff are issued by the General Manager in accordance with Section 378 of the Local Government Act 1993.



POLICY REGISTER

Ref: POL 017

The specific provisions contained within the Local Government Act 1993 and associated Regulations must be adhered to when applying this Policy.

1.3 Definitions

Act	Local Government Act 1993
Claim	A claim made to the Court by a party (whether a claimant, a defendant or another party)
Council	Wagga Wagga City Council
Court	Magistrates Court
Customer	Ratepayer or Debtor
Debt Collection Agency	An Organisation engaged to recover a debt owed to Council.
Debtor	A person, organisation, company or other entity that has a debt or legal obligation to pay an amount to Council, including a ratepayer.
Debt Recovery Proceedings	Legal proceedings for the recovery of debt owed to Council.
Default	A failure by the Debtor to abide by the terms and conditions agreed under an arrangement for the payment of outstanding rates and/or charges.
Interest	The fee charged by Council, expressed as a percentage, on rates and charges that remain unpaid after the due date.
Interest Rate	Made in accordance with Section 566 of the Local Government Act 1993.
Judgment	Includes any order for the payment of money, including any order for the payment of costs.
Judgment Debt	Includes any: (a) amount payment under a judgment (b) interest after judgment that is payable on that amount under section 101 of the Civil Procedure Act 2009 (c) other amount payable under rules of court without the need for a judgment



POLICY REGISTER

Ref: POL 017

Payment Arrangement	An agreement entered into by Council and a customer for the payment of outstanding rates, charges or fees under an agreed payment plan.
Pensioner Rebate	A rebate granted in accordance with Section 575 of the Local Government Act 1993.
Ratepayer	Includes the Crown in respect of rateable land owned by the Crown and means: <ul style="list-style-type: none"> (a) An owner in any case where this Act provides that a rate is to be paid to the council by the owner (b) A holder of a lease in any case where this Act provides that a rate is to be paid to the council by the holder of the lease
Rates and Charges	Includes Land Rates, Domestic Waste Charges, Sewer Charges, Stormwater Levy Charges, Emergency Services Property Levy Charges, levied in accordance with the Local Government Act 1993.
Rent for Rates	Rent for Rates Notice may be served on the current occupant/tenant in accordance with Section 569 of the Act
Stop Credit	Council will not have any further business dealings with the customer unless the customer pays in cash, or the account is paid in full.
Sundry Debtor Account	An account issued by Council for a charge or service.
Write Off	A debt declared non-collectible

1.4 Legislative Context

Local Government Act 1993 (NSW)

- Part 3 Delegation of functions
- Part 7 Payment of rates and charges
- Part 9 Miscellaneous matters concerning rates and charges

Local Government (General) Regulation 2005 (NSW)

- Part 3 Rates and charges, Division 3 Payment of rates and charges

Civil Procedure Act 2005 (NSW)

Privacy and Personal Information Protection Act 1998 (NSW) (PIPA Act)

Valuation of Land Act 1916



POLICY REGISTER

Ref: POL 017

1.5 Related Documents

Council's Code of Conduct

Council's Annual Revenue and Pricing Policy

POL 112 Conflicts of Interest Policy

POL 102 Financial Hardship Policy

1.6 Responsibilities

Outstanding debt requiring legal action will be submitted to the Manager Finance for approval to commence legal action.

For debtors who have an approved payment arrangement, it is the responsibility of the debtor to advise Council if they cannot adhere to the approved payment arrangement.

1.7 Reporting Requirements

Council's outstanding rates and charges are reported in Council's Annual Financial Statements.

1.8 Approval Arrangements

1.8.1 Sale of Land

Under Section 713(2) of the Act, a Council (by resolution) may sell any land on which any rate or charge has remained unpaid for more than five (5) years from the date on which it became payable.

The Council resolution also gives the appropriate delegation for the General Manager to set the appropriate reserve prices, and also to execute all of the necessary documents in regards to the sale.

1.8.2 Write-Off of Outstanding Accounts

The General Manager has the delegated power to write off Rates and Charges deemed non-collectible that are less than \$1,000 each.

A Council resolution is required to write off Rates and Charges deemed non-collectible which are greater than \$1,000 each.



POLICY REGISTER

Ref: POL 017

Whilst Rates charges are secured debts and are linked to the property, there are certain circumstances where the outstanding debts may be required to be written off.

1.9 Review Procedures

Outstanding accounts are to be reviewed by Council's Debtors section and appropriate recovery action commenced in accordance with this Policy.

PART 2: POLICY CONTENT

2.1 General Provisions

2.1.1 Rates and Charges

Rate Notices are issued by July 31 each year in accordance with Section 562 of the Act.

Instalment Notices are issued one month prior to the legislated instalment due date, pursuant to Section 562(5) of the Act.

Instalments are due on the following dates each year:

- 31 August
- 30 November
- 28 February
- 31 May

2.1.2 Interest on Overdue Rates and Charges

Interest is calculated daily on overdue rates and charges at the maximum rate announced by the Minister for Local Government each year in accordance with Section 566(3) of the Local Government Act 1993.

Interest is not charged on legal costs.

Sections 564 and 567 of the Act allows Council to provide assistance to ratepayers who are experiencing financial hardship by writing-off accrued interest charges if the person complies with a mutually agreeable payment arrangement. All applications for assistance must be made in accordance with POL 102 Financial Hardship Policy.

2.1.3 Recovery of Rates and Charges

Rates and charges not paid by the due date are considered outstanding.

A reminder notice is issued to the property owner whose rates and charges are greater than \$100 and remain outstanding 14 days after the due date.



POLICY REGISTER

Ref: POL 017

If rates and charges remain outstanding, and no payment arrangement has been agreed, Council may commence debt recovery proceedings.

Refer to the Rates and Charges Debt Recovery Flowchart for a visual representation of this process.

2.1.4 Debt Recovery Proceedings

Debt recovery proceedings may be instigated for rates and charges when the amount outstanding is at least two instalments and/or \$800 in arrears.

Legal costs and expenses incurred in debt recovery proceedings will be raised as a charge against the property.

Council will recover outstanding rates and charges by the following methods:

2.1.4.1 Payment Arrangements

A ratepayer may at any time arrange with Council officers to pay off their outstanding rates and charges by agreed regular payments.

All ratepayers who enter into an arrangement will continue to have interest charged on the outstanding amount in accordance with Section 566 of the Act.

For a ratepayer on an approved payment arrangement who defaults more than twice, the total outstanding rates and charges will become due and payable immediately i.e. subject to debt recovery action.

2.1.4.2 Commencing Legal Action/Statement of Claim

If no contact is made after Council's reminder letter, a Letter of Demand may be issued by Council's External Debt Collection Agency giving the ratepayer **14 days** to contact Council; pay the amount in full; or enter an approved payment arrangement.

Should no payment arrangement be mutually agreed within this time, legal action may be taken by Council's external Debt Collection Agency by way of a Statement of Claim. Costs associated with the Statement of Claim will be raised as a charge against the property.

The ratepayer has 28 days from the date of service of the Statement of Claim to pay the amount in full or arrange alternative payment options with Council.

If the ratepayer still fails to make contact with Council or Council's nominated Debt Collection Agency, Default Judgment is entered against the ratepayer. This judgement will be automatically uplifted to the ratepayers credit file by the Court.

Council will defend any action in relation to a Statement of Claim in court proceedings if required.



POLICY REGISTER

Ref: POL 017

2.1.4.3 Default Judgment/Post Judgment

Once Default Judgment has been entered against a ratepayer, the following Post Judgment actions are then enforceable. These include, but are not limited to:

- Rent for Rates
- Garnishee Orders (Wages, Bank and Third Party)
- Examination Notice
- Examination Summons Order
- Writ of Execution
- Warrant of Apprehension
- Creditors Statutory Demand (Windup Notice)
- Bankruptcy Notice Sale of Land under section 713 of LGA
- Sale of Land for Unpaid Rates and Charges

All legal costs are recoverable from the ratepayer.

2.1.4.4 Sale of Land for Unpaid Rates and Charges

Council may, in accordance with Section 713 of the Act:

- (a) sell any land (including vacant land) on which any rate or charge has remained unpaid for more than 5 years from the date on which it became payable, and
- (b) sell any vacant land on which any rate or charge has remained unpaid for more than one year but not more than 5 years from the date on which it became payable, but only if:
 - i. council obtains a valuation of the land from the Valuer-General, and
 - ii. total amount of unpaid rates or charges on the land exceeds the valuation, and
 - iii. Council sells the land within 6 months after the date when the council received the valuation.

This course of action is only to be used as a last resort.

If the land is not sold at auction, the property may be sold by private treaty.

If the sale amount is less than the outstanding rates and charges, Council will consider the debt to be paid in full in accordance with Section 719 of the Act, and will write-off the remaining outstanding balance.

If the amount received is more than the amount outstanding, Council will hold the money for persons having estates or interests in the land immediately before the sale according to their respective estates and interests. Section 720 of the Act provides for Council to pay the balance of the purchase money or any part of the balance to or among the persons who are, in its opinion, clearly entitled to it. The receipt by the person of any payment so made is an effectual discharge of Council's liability.



POLICY REGISTER

Ref: POL 017

2.1.5 Sundry Debtor Accounts

Sundry debtor accounts are due and payable within 30 days of the date of issue.

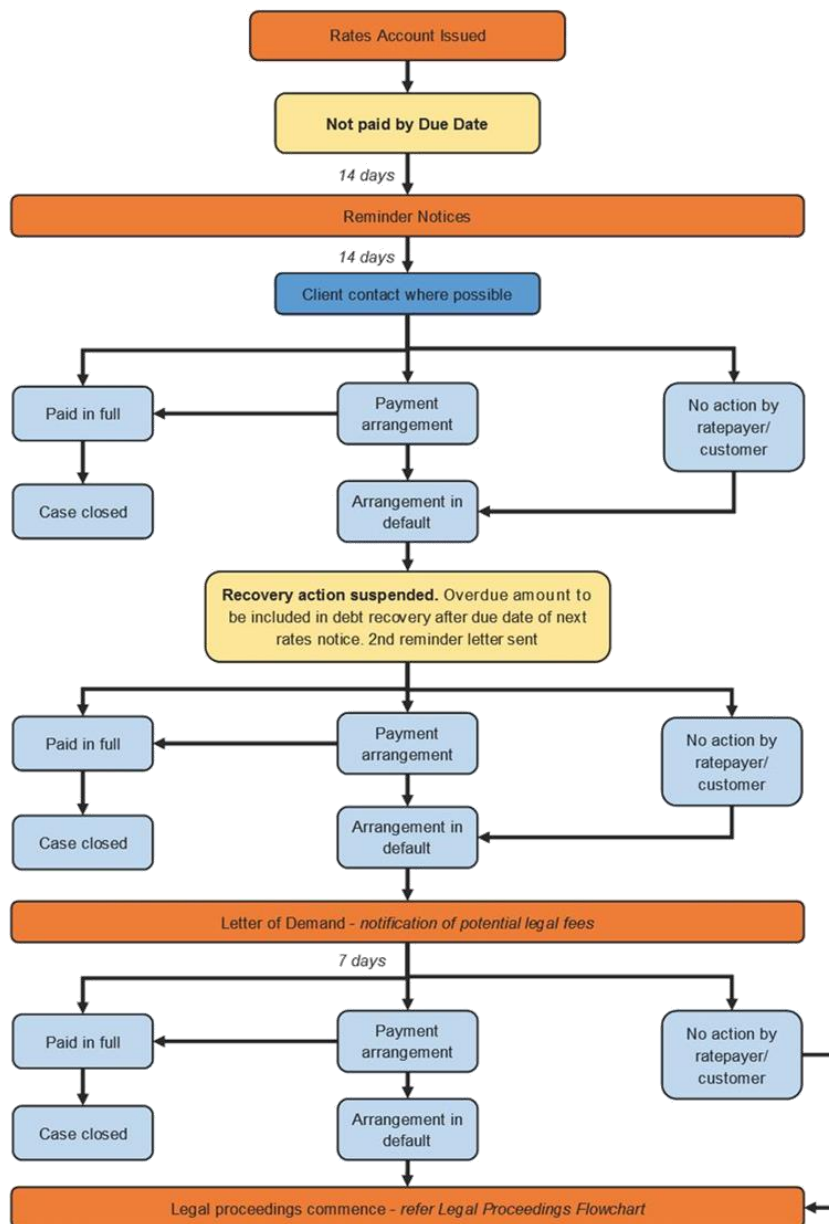
2.1.5.1 Recovery / Legal Proceedings for Sundry Debtor Accounts

Debt recovery proceedings may be instigated for sundry debtor accounts that remain outstanding for a period of greater than 60 days.

Where an amount is overdue for more than 60 days, the customer will be placed on stop credit and the account may be forwarded to either Council's external debt collection agency for recovery or the Office of the Sheriff. The external debt collection agency will issue a final "Letter of Demand" outlining that the debt is to be paid in full within 14 working days.

Legal costs and expenses incurred in debt recovery proceedings will be pursued through the legal proceedings.

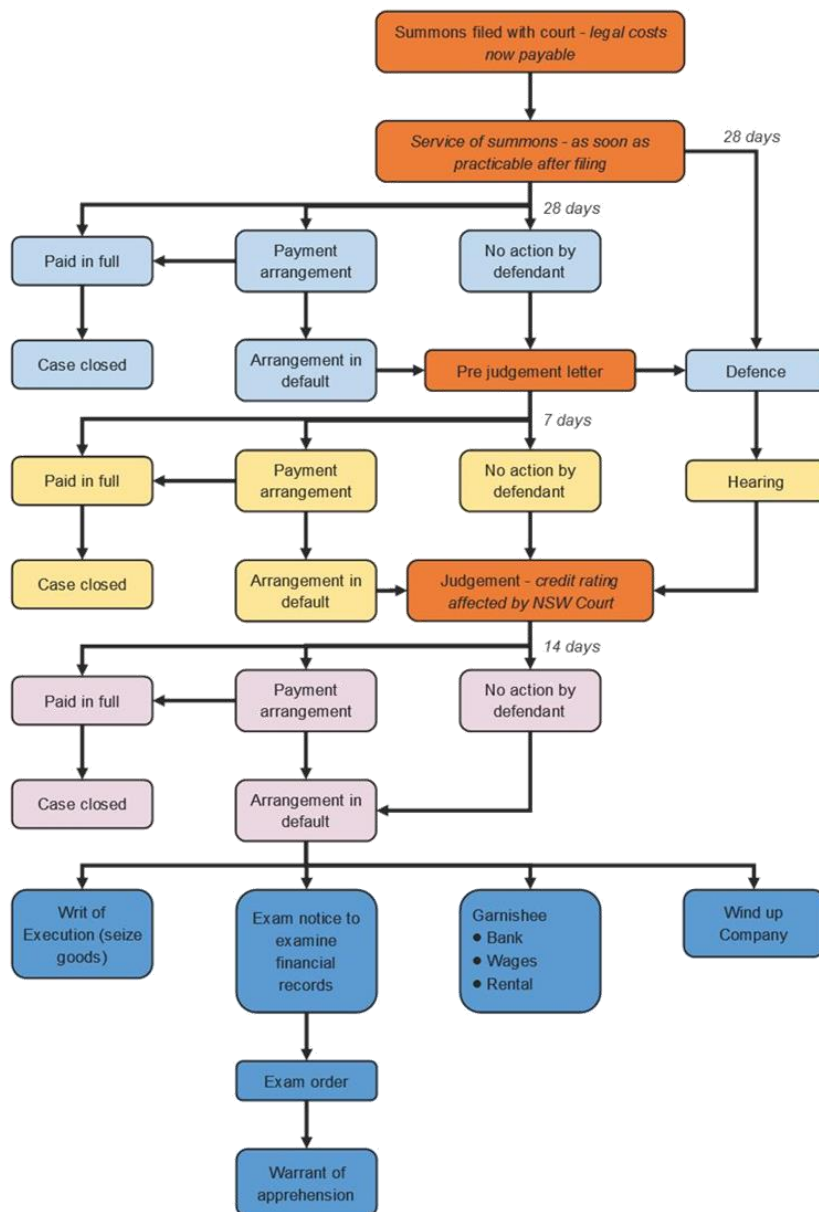
Recovery action can be put on hold where a repayment schedule is approved by Council Officers and adhered to by the debtor.

Rates and Charges Debt Recovery Flowchart

POLICY REGISTER

Ref: POL 017

Legal Proceedings Flowchart.



RP-7 DA17/0663.02 - REQUEST FOR DEFERRAL OF DEVELOPER CONTRIBUTIONS - SEWERAGE - 50 EDWARD ST WAGGA WAGGA NSW 2650**Author:** Belinda Maclure**Director:** Michael Keys**Summary:**

ILC Commercial Pty Ltd request Council's consideration to defer payment of their Section 64 Sewer infrastructure contributions associated with DA17/0663.02. An existing Condition of Consent requires payment of contributions prior to issue of a Construction Certificate and the proponent is seeking to defer this to prior to the release of the Occupation Certificate.

The request is based on the financial impacts of the Covid 19 pandemic.

The proponent has also indicated they do not support a request for an unconditional bank guarantee as part of this consideration.

Recommendation

That Council:

- a defer the timing of payment of Section 64 Sewer infrastructure contribution required under Development Consent DA17/0663.02 for the development of Lot 12 DP 1178547, 50 Edward Street Wagga Wagga such that the contribution is required to be paid prior to the issue of an Occupation Certificate for stage 2 (hotel and commercial building) of the development.
- b require, prior to the release of a Construction Certificate for stage 2 (hotel and commercial building) of the development, the provision of an unconditional bank guarantee in Councils favour from ILC Commercial Pty LTD for the full amount of the outstanding Section 64 Sewer infrastructure contributions
- c require that the applicant apply for and obtain a modification to Development Consent DA17/0663.02, so that the Consent Conditions are consistent with parts a) and b) of this resolution.

Report

The development of Lot12 DP1178547, 50 Edward Street, Wagga Wagga includes hotel accommodation, re-use of the former Murrumbidgee Flour Mill (heritage item) for heritage hotel suites, a function centre in the former grain store and a single storey commercial building, with associated access and car parking. Development Consent No. DA17/0663.02 was issued on 28 November 2019 and remains current for the development. Condition 3 of this consent requires payment of contributions prior to issue of a Construction Certificate.

ILC Commercial Pty Ltd, in a letter to Council on 2 April 2020, requested that Council defer payment of Section 64 Sewer infrastructure contributions. The Section 64 Sewer infrastructure contribution due as at 28 November 2019 totals \$349,218.98. The contributions due are subject to annual indexation in July.

The basis for this request is the financial hardship being experienced as a result of the global Covid 19 pandemic.

The letter also seeks to defer the requirement to pay Riverina Water County Council infrastructure contributions on a similar basis. Riverina Water has advised they received a similar request directly and it was declined. They have advised payment of their infrastructure contributions is required at the release of the Construction Certificate under their Development Servicing Plan.

The proponent has indicated that the Construction Certificate is pending and only waiting on satisfaction of this Condition. If Council supports a deferral, a modification to the Consent would immediately be sought to amend the Condition and, pending determination, a Construction Certificate could be issued.

Following an initial response from Council, indicating that any request to defer contributions would require the lodgement of an unconditional bank guarantee the proponent has made a further request asking to remove any requirement for the bank guarantee. An email was received on 9 May 2020 indicating that if Council requires a bank guarantee as part of the deferral, then the scheduled development of the site will not continue as the commercial value obtained by the next stage of the works (in the midst of the current crises) would be nullified by the constraints of providing the bank guarantee.

The requirement to pay contributions prior to the issue of the Construction Certificate is designed to protect Council's interests in receipt of payment for future infrastructure. If payment is not received prior to the issue of a Construction Certificate there are several options to seek rectification, including stop work orders and legal action. This is preferred to the subsequent post construction phase where multiple parties, including new residents or owners, may be involved and hence legal action becomes far more complex and drawn out without any imperative or driver for resolution by the proponent or their representatives.

An unconditional bank guarantee reduces the risk to Council of not receiving the funds upfront. It provides protection to Council if the developer is unable to pay the infrastructure contributions at the deferred due date.

The Covid 19 pandemic is affecting economic confidence and capacity across the broader economy and particularly the property sector. Council is currently considering options to support and provide relief to our broader community as a result of Covid 19 and deferral of contributions is one mechanism of providing relief. The proponent has suggested that the obligation for a bank guarantee will not provide enough relief to enable development to proceed. Considering this, Council could defer payment without a bank guarantee. Council would then rely on the provisions of the EP&A Act to enforce conditions of consent and the certifier (either Council or private certifier) to ensure compliance. In the event of oversight or noncompliance legal action could be initiated to recover the contributions. Given the amount involved Council staff have recommended that an unconditional bank guarantee be required.

Each request for the deferral of infrastructure contributions will be considered on a case by case basis having consideration to the individual circumstances of each case and will consider the associated reserve predicted balance at the time. Therefore an approval of this proposal will not create an undesirable precedent.

While the 2013 Sewer Development Servicing Plan is silent on the matter of deferring infrastructure contributions, the Local Infrastructure Contributions Plan 2019 (LIC) – 2034 includes clear guidelines. This LIC Plan was approved by Council in 2019 and provides the basis of good practice in the consideration of deferral requests from

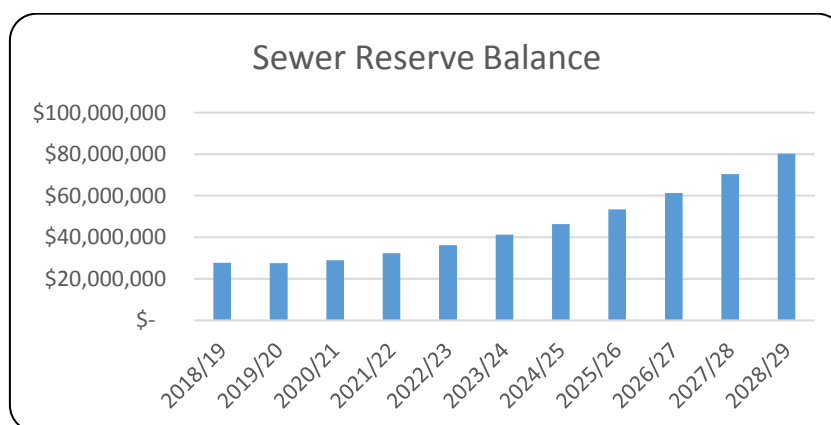
developers. This informs the recommendation to Council regarding the request to defer the infrastructure contributions relating to the development of 50 Edward Street, Wagga Wagga.

It is recommended that Council accept an unconditional bank guarantee in Council's favour for the amount of infrastructure contributions owing for stage 2 at the time the Construction Certificate is issued. Council will have the ability to call on this guarantee if required. This alternative gives some relief to developers in the critical cash flow period and also certainty to Council of an unrestricted guarantee for funds.

Financial Implications

This proposal has financial implications for the Section 64 Sewer reserve in the short term. The reserve balance is currently \$27,726,736 Sewer Reserve (Long Term Financial Plan 2020-2029).

The Long-Term Financial Plan 2020-2029 Appendix 5 – Budgeted External Restrictions shows the predicted balances of the reserve as follows. The predicted reserve balance accounts for predicted infrastructure contribution income and scheduled project expenditure over the next ten years.



Policy and Legislation

Wagga Wagga City Council Development Servicing Plan Sewer November 2013

Link to Strategic Plan

The Environment

Objective: We plan for the growth of the city

Outcome: We have sustainable urban development

Risk Management Issues for Council

There is always a risk for Council that a request such as this (if approved) will set precedent for other developments across the city. Each request will be considered on a case by case basis and will consider the impact on the relevant infrastructure Reserve balance.

Given the current balance of the Section 64 Sewer Reserve the risk of not providing the infrastructure is considered unlikely if the payment of this contribution is deferred.

As the payment of Section 64 Sewer infrastructure contribution is protected by an unconditional bank guarantee due prior to the release of the Occupation Certificate the risk of Council not being paid is considered very low.

There is a reputational risk for Council if the request is declined, however this risk is reduced by the implementation of a process based on good practice.

Internal / External Consultation

Consultation has been undertaken with Councils Finance Section.

Attachments

- 1  Contributions Letter - WAGGA MILL - Formal Request to Council re Deferral of Contributions




ILC Commercial Pty Ltd
ACN 153 494 047
Suite 18.02, Level 18, 25 Bligh Street
Sydney, NSW 2000
Australia

2 April 2020

Wagga Wagga City Council
Attn: Belinda Maclure
243 Baylis Street
Wagga Wagga NSW 2650

BY EMAIL ONLY: maclure.belinda@wagga.nsw.gov.au

Formal Request for Delayed Payment of s64 Contributions (due to Covid-19)

**Holiday Inn Hotel & Suites and The Interlink Centre
THE WAGGA MILL DEVELOPMENT**

Belinda,

Due to the current economic climate created by the global outbreak of COVID-19, continued works at The Mill Development are at risk.

The Owner's, ILC COMMERCIAL, whom I represent, are looking for assistance so as to ensure that they can commence construction of the 148-room Holiday Inn Hotel & Suites, and associated commercial building, The Interlink Centre.

As the Hospitality / Tourism sectors are suffering most under these current restrictions, pressure on the Project has increased significantly.

Specifically, the Property Valuation has been adversely impacted, which has greatly reduced the amount of funding available from our Financier.

This change to the amount that our Financier is able to lend, means that more equity would need to be provided upfront, by the Developer.

However, ILC COMMERCIAL has already injected several million dollars of equity into this Project, and unfortunately, as the gap now created by the reduced funding was unplanned, there is no further ability to 'tip-in' any more equity, without first incurring substantial delays.

This has created a large financial obstacle for the Project.

ILC COMMERCIAL is exploring all avenues potentially available, to avoid the Project needing to be put on-hold.

Up until now, the Project had some really positive forward momentum. Our recent Amended Council Application had been approved, an Early Works Package had been completed, and we're only a few weeks away from achieving the Construction Certificate for our Main Works (the balance of the site).

But, without a solution to this changed financial circumstance, unfortunately progress

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on site risks grinding to a halt.

Accordingly, Council's assistance is requested by way of delaying the timing for payment of the s64 Contributions (currently required prior to issue of Construction Certificate (CC)).

For clarity, we are not requesting a reduction in the amount payable; just some assistance with cashflow, by deferring payment until Occupation Certificate (OC).

Occupation Certificate is still a very safe milestone to link payment of the contributions to, as without it, operation / trading of the Hotel and Commercial Building cannot occur.

Occupation Certificate is also quite an appropriate milestone to link payment to, as prior to achieving it, the additional demand on Council infrastructure generated by the new use, would not yet have commenced.

Occupation Certificate is forecast for approximately 14-16months after Construction Certificate (i.e. mid/late 2021).

Similarly, the same condition of the Council Consent (Condition 3) that prescribes the timing for the payment of the s64 contributions, also requires Riverina Water Country Council's (RWCC) fees and charges are to be paid prior to CC.

RWCC's fees are a similar amount to Council's contributions, and so, if Council were able to consider also deferring the requirement for payment of the RWCC fees, then this would maximize the cash-flow benefit to the Project – and assist greatly in achieving the objective of continuing on with the construction of the Hotel & Commercial Building in a timely manner.

Whilst it is understood that Council has no specific jurisdiction over RWCC, the requirement for RWCC's fees to be paid 'prior to CC' is mandated by Condition 3 of Council's Consent – which is within Council's control (i.e. if Council modify their Condition 3, then this can defer the timing for the payment of RWCC's fees).

Finally, from a 'greater-good' perspective, we're engaging a Local Contractor, which, in these difficult times, ensures that they will not have to 'let-go' staff (in fact, they'll actually be needing to hire additional personnel). Also, with a Project of this scale, it ensures continued and significant investment into the region, and guarantees hundreds of local jobs (both initially, during construction, and then permanently, once in operation).

Thank you for considering our request for assistance, due to financial hardship.

It would be greatly appreciated if Council would allow for the delayed payment (prior to OC, not CC) of Council Contributions and RWCC Fees to be permitted, in these circumstances.

Thank you for your continued support of The Mill Development!



ILC Commercial Pty Ltd
ACN 153 494 047
Suite 18.02, Level 18, 25 Bligh Street
Sydney, NSW 2000
Australia

Regards,

A handwritten signature in black ink, appearing to be 'James Maher', written over a horizontal line.

James Maher
Project Manager

A: 18.02, 25 Bligh Street, SYDNEY, NSW, 2000
P: PO Box R1917, ROYAL EXCHANGE, NSW, 1225
O: (02) 8863 2850 | M: 0404 154 523
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3

RP-8 EVENTS STRATEGY AND ACTION PLAN 2020-2024

Author: Madeleine Scully
Director: Janice Summerhayes

Summary: The Wagga Wagga City Council Events Strategy and Action Plan 2020 – 2024 outlines a five-year framework to guide Council in the planning, development, attraction and decision-making for events in the Wagga Wagga Local Government Area.

 The Events Strategy and Action Plan 2020-2024 was placed on public exhibition from 22 January to 3 March 2020. Subject to Council's endorsement of amendments requested by the community during the public exhibition period, the Events Strategy and Action Plan is presented to Council for endorsement.

Recommendation

That Council:

- a note all submissions and feedback received relating to the exhibited Events Strategy and Action Plan 2020-2024
- b adopt the Events Strategy and Action Plan 2020-2024 with the recommended changes as detailed in the report

Report

The draft Events Strategy and Action Plan 2020-2024 was placed on public exhibition from 22 January to 3 March 2020. During the submission period Council received 14 written submissions responding to specific strategy items contained within the document along with feedback on the document in its entirety. Consultation was also conducted with external stakeholders and relevant Council staff.

The draft Events Strategy and Action Plan document has been amended to reflect the feedback received during the submission period, as outlined in the table below, for Council's approval of the recommended changes and adoption of the amended document.

It is noted that the Events Strategy was developed prior to the outbreak of Covid-19 which has severely disrupted all event planning across all sectors in the near term. As a result, there will be change to the way events are delivered and the types of events delivered once the NSW public health restrictions are lifted in response to the Australian Government's Three Step Framework for a Covidsafe Australia.

It is expected that virtual events will continue in the next six months and a move from larger events to smaller/hybrid events that can be delivered to manage numbers and therefore reduce risk. As restrictions are lifted in the medium to longer term it is expected that event organisers, including Council, will need to give consideration to food service, venue capacity, traffic flow, insurance and attendee hygiene and sanitation in the delivery of events to manage the risk and legal liability for attendees that may contract the virus at an event.

The economic downturn and job security will impact ticket sales and corporate sponsorship further impacting event viability into the longer term. In addition in consultation with the wider sector it is acknowledged the disruption to event planning will mean a 12-18 month rebuild to occur for the return of larger events.

While the impacts of Covid-19 will continue to be monitored by staff through industry and government sources the fundamental structure, priorities and goals outlined in the five-year draft Events Strategy and Action Plan are not expected to change. Any changes required will be addressed during the implementation of the strategy through Policy and guidelines.

Summary of feedback received during submission period:

Source	Summary of Feedback	Action	Recommended changes
Destination Riverina Murray – Richie Robinson	Overall support for strategy with strong alignment to the Riverina Murray Destination Management Plan. Specific support for the events support structure noted in the document and the establishment of a major event in Wagga Wagga.	Noted in support of Strategic Goal 2.1 – Build Wagga Wagga's profile as a leading regional events destination	N/A
Destination Riverina Murray Board Member - Kate Shilling	Overall support for the strategy and alignment to State and National strategies. Specific support for 'heroing' local produce, hybrid events, event environmental sustainability, accommodation and history/heritage.	Noted in support of Strategic Goals 1.4. 2.1 and 3.2.	N/A
DNSW – Phil Ventham and Helen Parker	DNSW have provided detailed feedback for consideration in relation to document definitions, target audience, business conferencing and the sponsorship/funding framework.		
	Question over whether the document was intended at both an external audience and internal. Definitions required for tourism event, local event, GPR.	Comment noted. And confirm this document is intended to cover both audiences. Comment noted, while a glossary is not required due to the nature of this document, additional information has been provided within the strategy to assist with terms. Terms addressed: Tourism Events	N/A

Source	Summary of Feedback	Action	Recommended changes
			Amendments as follows: <i>Page 9 Change Tourism events to "Events that are drivers of visitation can be an effective tool in reducing the impacts of seasonality..."</i>
		Local events, amendment to page 25 to give greater context as to the intention of Annual Grant funding.	<i>Page 25 amend "Community grants play an important role in the development and support of local, rather than tourism driven, events."</i>
		GPR - Noted	N/A
	Alignment to strategies noted at beginning but not within the body of the document.	Comments noted, on review of the document it was determined that the reference to strategies through the table at the beginning was clear.	N/A
	Possible disconnect between recommendation in the Destination Riverina Murray Destination Management in relation to business conferencing.	Comment noted. On review, there is a direct connection to the Destination Management Plan, noting the Destination Management Plan makes reference to Wagga Wagga a large business base with regional head offices and public sector institutions supporting mid week business travel, rather than a large business centre. In addition .	N/A
		Please note: a letter of support provided by Destination Riverina Murray with overall support for the Strategy is attached.	
	Alignment of business conferencing to industry sector priorities.	Noted in support of Strategic Goal 2.2. The Strategy is considered to align to the regional plan,	2.2 Amend to include new Action <i>Continue to work with DNSW and local conference</i>

Source	Summary of Feedback	Action	Recommended changes
		however an amendment is recommended to further highlight this.	<i>venues to develop and promote the city as a niche business conference location, targeting innovative and progressive conference initiatives that align to the city's business/industry priorities eg. Health/knowledge, transport, agriculture."</i>
	Funding for securing business events.	Noted in support of the 'niche business event' category in the Events Portfolio, page 28. Amend funding column in Niche Business Event row to make this clearer.	Amend Funding column in table under Niche Business Events to include on page 28 to include <i>"New GPR Event Attraction Budget"</i>
	Flagship funding clarification.	Amend Strategy Goal 3.1 to further highlight business conferencing. Amend funding table page 27, Major Tourism Events row, Funding column.	Amend 3.1 to include the word 'business' ie. <i>"establish a non-sport event attraction budget for sport/leisure/business conferencing events"</i> Amend Major Tourism Events row Italicize <i>"Note: Events that have already received the maximum allowable funding...may be eligible for a 3 year Flagship support option."</i>
	Niche business event funding clarification.	Amend funding table page 28.	As per amendment to funding column on page 28, addressed in section above.
	Council resourcing to deliver the strategy.	Comment noted, to be addressed separately as part of future workforce planning.	N/A
	Suggestion to include a separate section on Council run events.	Noted for consideration.	N/A

Source	Summary of Feedback	Action	Recommended changes
	KPI clarification.	KPIs determined by past event experience.	Amendment page 31: Niche Business row, first column add bullet point <i>“Activates existing venues and encourages new development”</i>
	Suggested edits.	Page 13 – remove duplication of ‘and events’	Amend second paragraph, page 13 <i>“The city has the capacity to host large annual events such as...”</i>
		Page 21 – Price gauging – misspelling	Amend to “gouging”
		Page 28 – align Marquee text across columns to make clearer	Align text to make clearer
		Page 32 – mistyped of	Change ‘off’ to ‘of’
		Page 30 The word infrastructure is duplicated	Remove ‘infrastructure’
	Suggested addition to Event Landscape section.	Amend as suggested.	Amend fifth paragraph page 13 New festivals and events....encourage travel to the region <i>“as well as highlighting the vibrancy and diversity of Wagga Wagga’s population today.”</i>
	Include an additional bullet point under Council’s responsibilities connecting Council’s role as a sponsor of events to the CSP.	Comments noted. Draft Events Strategy connects to CSP through the four guiding principles identified in Council’s Community Strategic Plan (CSP); thriving, innovative, connected and inclusive provide the overarching context for the strategy framework and Council’s role as facilitator, sponsor, producer and promotor.	N/A
	Opportunity to encourage food producers to consider building event food options.	Amend page 18.	Amend the Opportunity section under Food Culture on page 18 to

Source	Summary of Feedback	Action	Recommended changes
	<p>Comment in relation to Major Tourism Events relying on government funding.</p> <p>Clarification over destination event.</p> <p>Reference to existing Policies.</p> <p>Additional Annual Grants context.</p> <p>Destination Event reference to Gears and Beers.</p> <p>Various items noted including Council's investment in events, Council's role, funding, the event's portfolio structure that have been addressed in the amendments above.</p>	<p>Amendment to page 20 Major Tourism Event Attributes</p> <p>Add to description on page 24 "Establishing a destination event" to clarify the intention around the proposed destination event.</p> <p>Remove reference to Policy changes, amendment first paragraph.</p> <p>Amendment to page 25 Annual Grants.</p> <p>Used as an example, no amendment required.</p> <p>All noted with no amendments necessary.</p>	<p>include <i>"and to further encourage local food producers to build high quality, event ready product"</i></p> <p>Amend bullet point: <i>"Typically rely on a proportion of government and corporate sponsorship"</i></p> <p>Amend page 24 paragraph 2 <i>"supports the concept of a destination event..."</i> <i>"This does not have to be a single event as per the traditional notion of a destination event and instead is proposed as a program of complementary events..."</i></p> <p>Amend Page 25, first paragraph <i>"with recommended changes described below."</i></p> <p>Amend page 25 <i>"as the program is fully subscribed"</i></p> <p>N/A</p> <p>N/A</p>
The Tilma Group – Linda Tilman	<p>Support of overall strategy.</p> <p>Suggestion for event organiser mentoring program.</p> <p>Suggestion to bundle food and wine events as per cycling concept.</p>	<p>Noted in support of Strategic Goal 2.2.</p> <p>Noted mentoring, addressed in Strategic Goal 2.3.</p> <p>Amend Strategic Goal 3.2.</p>	<p>Amend Funding and Sponsorship page 25 to include reference to the new Event Attraction Fund as follows: <i>"A new event attraction budget will be established for one-off events and niche business conferencing not covered by the Major Events,</i></p>

Source	Summary of Feedback	Action	Recommended changes
			<i>Festivals and Films Sponsorship program."</i> Amend Action 3.2 to include "seasonal farm gate product".
Anna Gurnhill Consulting – Anna Gurnhill (Bicycle Tourism)	Support for the destination series of cycling events, particularly as a way to attract longer stays and tie in with local business/producers.	Noted in support of Strategic Goal 2.1 Build Wagga Wagga's profile as a leading regional events destination. Various items noted for consideration during implementation stage of strategy.	N/A
Charles Sturt University	Noted as general support for plan.		N/A
Gears and Beers	Support for improvements to infrastructure ie. Riverside and working with accommodation operators, particularly camping at events. Highlighted Council resourcing of funding for events to use for employing event managers. Suggestion for more structured interaction with event organisers.	Noted in support of Strategic Goal 1.2 and 3.2. Noted in support of Strategic Goal 1.3. The importance of support towards event organisers is noted for ongoing resourcing, training, networking and funding.	N/A
Lake Run and Ride	Supported the development of a 'marquee event'. Highlighted key issues as traffic management planning/approvals, staffing of events (volunteers) and event promotions.	Noted in support of Strategic Goals 2.1 and 1.1	N/A
Anonymous Accommodation operator	Suggestions for engagement between accommodation operators in relation to the use of online travel agencies.	Comments noted for future tourism workshops, not addressed in this Strategy.	N/A
Wagga MTB Club	Overall support for strategy, particularly 2.1 and the development of a cycling destination event.	Noted in support of Strategic Goal 2.1	N/A
Adam Bannister	Overall support for the plan with an emphasis on encouraging growth for niche business events/conferencing.	Noted in support of Strategic Goals 1.2, 2.2 and 2.3.	N/A

Source	Summary of Feedback	Action	Recommended changes
	<p>Support for investment in a major event space as outlined in the 2009 Riverside Strategic Master Plan.</p> <p>Comment in relation to Council's objective to attract 3-5 business conferences through the Event Attraction funding.</p>	<p>Comment noted.</p> <p>This number is in addition to bidding that occurs in the commercial sector.</p>	
Wagga View (anonymous submission)	General support for Strategic Goal 2.1.	Noted as general support of 2.1.	N/A
Wagga View (anonymous submission)	General support for strategy.	Noted as general support.	N/A
Wagga View (anonymous submission)	Support for additional resourcing within Council.	Noted in support of 2.3 – event organiser professional development.	N/A
Wagga View (anonymous submission)	General support for strategy and specific support for development of business events in particular Strategic Goal 2.2.	Amend 2.2	2.2 Amend to include Action <i>"Continue to work with DNSW and local conference venues to develop and promote the city as a niche business conference location, targeting innovative and progressive conference initiatives that align to the city's business/industry priorities eg. Health/knowledge, transport, agriculture."</i>
General commentary from small business event organisers received during consultation period	For profit businesses should be noted for inclusion in Annual Grants – Events category guidelines to confirm their ability to apply for funds to deliver events with community outcomes.	Amend Annual Grants – Events category guidelines to include for profit event organisers so that they can apply for funding for events with community outcomes	Amend Annual Grants – Events category guidelines to include for profit event organisers so that they can apply for funding for events with community outcomes

Financial Implications

Budgeting for the recommended actions will be incorporated into Council's Integrated Planning & Reporting processes, these are detailed in the draft Strategy's Action Plan.

A summary of the requested budgets and funding sources are listed in the table below. While there are financial costings indicated in the Events Strategy from Year 2 21/22 onwards this funding is not approved by Council at this stage and will be subject to future budget considerations and approvals for those years.

Budget Item	Funds Requested	Year 1 2020/21 (Draft Budget)	Year 2+ 2021/22 – 2023/24 (Draft Budget)
1. Annual Grants	Year 1 \$25k funded from carryover Year 2 onwards \$30K	Year 1 2020/21 – existing budget allocation \$20K. Increase budget by \$25K (funded through the Event Sponsorship carryover) to a total of \$45K in Year 1	Year 2 2021/22 onwards – \$20K existing + \$30K requested (currently unfunded) Total required \$50K
2. Event Attraction	Year 1 \$15k funded from carryover Year 2 onwards \$30K	Year 1 2020/21 - \$15K (funded through the Event Sponsorship carryover)	Year 2 2021/22 onwards - \$0K existing + \$30K requested (currently unfunded) Total required \$30K
3. Destination Event	\$100K annually	\$100K (funded from the Economic Development Reserve)	Year 2 2021/22 onwards - \$100K requested (currently unfunded)
4. Sports Attraction	Grow to \$100K annually	\$20K existing GPR + \$20K (funded from the Economic Development Reserve) = Total \$40K	Year 2 2021/22 onwards - \$40K GPR \$40K existing + \$20K requested each year to a cap of \$100K (currently unfunded)

The 2019/20 Events Sponsorship budget allocation (15308) is \$100,000 for Tier One and Tier Two Major Events, Festivals and Films Sponsorship allocations. In addition to a carryover of \$52,500 from the 2018/19 financial year, the total for this budget line was \$152,500 for 2019/20. Following the 20 January 2020 Council meeting \$40,000 has been allocated towards the Annual Grants and Event Attraction items listed in the

above table. In addition, \$72,880 has expended and/or committed from previous Major Event, Festivals and Films requests, leaving a budget available of \$39,620.

Policy and Legislation

Community Strategic Plan 2040: Wagga View

Recreation, Open Spaces & Community Plan 2040 (2017)

City of Wagga Wagga Disability Inclusion Action Plan (DIAP)

City of Wagga Wagga Reconciliation Action Plan (2019)

POL087 - Major Events, Festivals and Films Policy

Link to Strategic Plan

Growing Economy

Objective: We are a tourist destination

Outcome: We have a variety of events, festivals and activities

Risk Management Issues for Council

Some elements within this plan are dependent upon sourcing long-term financial funding and will not proceed if funding is not secured.

Risk management will be managed against each action when implemented.

Internal / External Consultation

The first stage of consultation was conducted July – October 2019 and included one on one engagement sessions with Councillors, desktop research, evaluation meetings held with event organisers in addition to feedback from internal stakeholders.

The second stage of consultation commenced in January 2020 as part of the public exhibition from 22 January through to 3 March 2020. This stage of consultation was primarily delivered through the Wagga View platform with promotion of the exhibition through social media using City of Wagga, Wagga Events and Visit Wagga channels, industry newsletters targeting 160 tourism/event industry operators, Council News story and direct phone calls and emails.

There were 329 visits to the Events Strategy project page on Council's Wagga View platform during the public exhibition period with 83 downloads of the draft Events Strategy document and 15 people viewing the Frequently Asked Questions.

In total 31 people engaged by way of survey participation and submissions through Wagga View, with 23 completing the community survey, 4 people completing the business/event organiser survey and 4 responses via the public exhibition submission form. In addition, 10 responses were received via direct email to Council.

In addition to the Wagga View surveys an industry survey was distributed to 249 tourism and event operators from the Visit Wagga Tourism database during the public exhibition period. The survey was also promoted through the Visit Wagga Tourism

Industry Newsletter with 36 respondents from within Wagga Wagga LGA completing the survey.

While the Strategy was on public exhibition staff met and briefed representatives from interested organisations including Charles Sturt University, event organisers and tourism businesses in March as part of the Wagga Tourism Partner Program series of workshops.

This resulted in the following number of engagements during the public exhibition period:

Activity	People engaged
Wagga View Submission Form	4
Wagga View Community Survey	23
Wagga View Business Survey	4
Direct email from Industry	10
Industry responses – workshops, phone	12
Councillors	9
VE and Events Industry Surveys	36
Total	98

Internal consultation has been ongoing since July 2019 across relevant Council teams and directorates.

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


Attachments

1.  Events Strategy Submissions



2.  Summary Events Submissions



3.  Draft Events Strategy and Action Plan 2020 - 2024 - Provided under separate cover



21/02/2020

Peter Thompson
General Manager
Wagga Wagga City Council
PO Box 20
Wagga Wagga NSW 2650

Re: Submission in support of the Draft Events Strategy and Action Plan 2020-2024

Peter

I would like to provide my support for the Wagga Wagga City Council Events Strategy and Action Plan 2020-2024 that is currently on public exhibition. The Events Strategy is a comprehensive and well considered document outlining a strong pathway towards expanding and improving the events calendar not only in the City of Wagga Wagga but in the region more broadly.

Festivals and Events are identified as a Strategic Development Theme within the Riverina Murray Destination Management Plan due to their importance in attracting new and diverse visitors to the region, and the potential to increase visitation in off-peak seasons such as winter.

The Events Strategy that is currently on exhibition proposes an enviable support structure for new and existing events that Destination Riverina Murray strongly support. The proposed support structure can be aligned with NSW Govt and Federal Govt. funding programs (as available) and will allow events to develop and grow over time.

A support structure that involves the local council is highly important if events are given the chance to grow and establish to be significant in the context of NSW and Australia. Wagga Wagga has an excellent opportunity as one of the major regional centres in NSW to establish a major event that will not only encourage economic activity through tourism but will also help to form a brand and identity for the city in the eyes of people living in metropolitan areas.

To provide further context regarding this and to demonstrate why time and investment is required, it is worth considering some of the iconic major events hosted across NSW and the time it has taken them to develop. Events in NSW that are genuinely significant to the town and then by extension the whole of NSW have in many cases been running for over 20 years. For example, The Parkes Elvis Festival recently celebrated their 25th anniversary, the Deni Ute Muster turned 21 in 2019, the Tamworth Music Festival has been going for more than 50 years and the Bathurst 1000 was first held in 1960.



Events of this size, significance and value to regional towns are in most cases strategically supported by their Council who have invested from the beginning, and in some cases, the local council eventually run the event due to their size and significance, providing a new revenue stream that previously did not exist.

The proposed Events Strategy provides a very strong basis for growth in the events sector and Destination Riverina Murray look forward to working with the City of Wagga Wagga Tourism and Events team to improve and expand on the existing events calendar.

Please feel free to contact me if you would like to discuss anything further.

A handwritten signature in black ink, appearing to be "Richie Robinson".

Richie Robinson
General Manager

Purpose and scope

This strategy has been developed based on desktop research and analysis of best practice models for event attraction, development and growth. Further consultation will be undertaken with event organisers, tourism operators, venue operators, sporting associations and clubs, community service organisations, and our regional tourism body, Destination Riverina Murray to finalise this strategy.

The development of the Wagga Wagga City Council Event Strategy and Action Plan is also informed by Council's vision for the city defined in the Community Strategic Plan and Operational Plan and Delivery Program.

The purpose of this strategy and action plan is to:

1. Build on what is unique about Wagga Wagga's community through the events
2. Co-ordinate an annual calendar of successful and innovative events across the city that align to strategic priorities
3. Identify Council's role in events as:
 - Partner and facilitator
 - Sponsor
 - Creative producer
 - Promoter and supporter
4. Identify economic opportunities that derive from events
5. Build the capacity and support for quality event experiences in the city



Event characteristics

What are events?

For the purposes of this strategy an 'event' has the following characteristics:

- Can be one-off, held annually or occur regularly
- Open to the public and/or a specific interest group
- Has a pre-determined beginning and end date/s and time/s
- May be staged in a single venue or at multiple venues
- Can be conducted on a single day, over a number of days or weeks
- Subject matter focuses on one area/activity or a number of areas/activities
- Can be commercial or not-for-profit

The value of events

Events bring people together, contributing to wellbeing, strengthening cultural identity and harmony and make the city a more vibrant place to live. Events can also be a catalyst for infrastructure improvements and commercial investment. Hosting events builds the profile of Wagga Wagga, promoting the destination to potential visitors, creating business connections and can enhance perceptions of the city and region.

Tourism events are a key driver behind visitation and can be an effective tool in reducing the impacts of seasonality for the tourism industry. Research shows that for 57% of first-time visitors to the region, the event was the main reason for visiting; likewise for 69% of repeat visitors. Source: TRA, Drivers of Regional Tourism 2014.

Some events may be more valued for their economic contribution to the city than for any social benefits and vice versa. For the purposes of this strategy, three main benefit streams associated with events have been defined:

Lifestyle and Legacy

Events create lasting social and cultural benefits, utilising existing assets and infrastructure, attracting new investment ensuring positive legacy for the city.

Events make cities more vibrant and interesting places to live, connecting people and communities, giving them a sense of identity and place. Events also accelerate social development and trigger investment in legacy infrastructure or investment, i.e. upgrade a park to hold events.

These benefits cover a range of impacts, both short-term and long-term:

- Facilitates participation, activation and engagement
- Develops local pride in place
- Inspires and supports emerging creative industries
- Fosters intercultural understanding, building social cohesion and community harmony
- Creates attractiveness and safety in public spaces
- Supports innovation, entrepreneurial energy and capability

Destination Reputation

Events grow the city's reputation as an events destination by attracting national media attention, government and stakeholder recognition, and positive word of mouth recommendations, strengthening Wagga Wagga's image as a great place to live, work, invest and visit.

Hosting events has beneficial impacts on a city's image and can be a cost-effective way of promoting the city's brand to potential visitors, relocators and investors. Having a positive public image for both the destination and Council, assists not only with visitation, but also livability and the possibilities for entrepreneurial innovation.

Benefits include:

- Strengthening the city's reputation and brand as a regional, national and international visitor and events destination
- Assists in creating a positive image of Council among stakeholders and the community

Economic Benefit

Events increase the value of the visitor economy through overnight expenditure and the creation of employment opportunities for the local community.

Tourism events can create economic benefit through overnight stays and visitor expenditure in tourism, hospitality and retail sectors. Event organisers procure local goods and services, contributing to a robust local economy.

Benefits include:

- Driving visitation and economic activity
- Supporting local business involved in the delivery of events



Wagga Wagga's event landscape

Wagga Wagga boasts a diverse and vibrant calendar of cultural, social business, leisure and sporting events, which drive visitation and generate significant economic, social and environmental outcomes for the region.

The city has the capacity to host large annual events and events such as Gears and Beers, Wagga Gold Cup, Fusion Multicultural Festival and deliver high profile, one-off events such as the 2018 Queen's Baton Relay.

Sports tourism, through the delivery of Council supported events, continues to grow due to strong relationships with national, state and local sporting organisations and promoters. Infrastructure master planning, current sporting infrastructure, proximity to Canberra, along with access to the city via air, rail and road has assisted Council to secure agreements to host annual sporting carnivals such as the multi day NSW Junior State Touch Carnival as well as Canberra Raiders premiership, AFL pre-season and A-League matches.

The city is considered an affordable option for state sports organisations seeking a host city for their annual sporting carnivals. In conjunction with major events, annual sporting carnivals help fill accommodation in off-peak periods as well as generating awareness of our city and building our hosting capacity over time.

New festivals and events including Lost Lanes and the Wagga Wagga Mardi Gras add depth to the city's events offering, providing opportunities to showcase Wagga Wagga to new markets and encourage travel to the region.

Events snapshot 2018/19

Eight major tourism events were hosted in our city during 2018/19, with over 50,000 attendees, generating an estimated economic impact of \$10.5M and 30,000 visitor nights. These events included NSW Junior Touch Carnival, NRL – Canberra Raiders, Wagga Mardi Gras, Wagga Gold Cup/Town Plate, Wagga Swap Meet, Gears and Beers, Stone the Crows and the National Skeet Championships.

March and October represent peak event months and August, January and November are typically the low season for tourism and events.



Council events & contributions

25,000+

attendees attracted to five Council-led events in 2018/19 - Lost Lanes, Spring Jam, Fusion, Australia Day, Wagga Wagga Comedy Festival

\$18,020

funded by Council to nine community events through the 2018/19 Annual Grants Program Events Category

\$174,468

worth of fees waived across 62 events

\$40,000

provided to NSW Field Hockey State Championships, Bowls NSW Inter-Zone Competition, ACT Brumbies Super 7s, Swimming NSW Regional meet and Championship League Basketball 3x3 through the Sports Attraction budget

\$74,980

awarded to Gears and Beers, Stone the Crows, Gammacon, ReAqua Renewables in Agriculture Conference, Cork and Fork Festival, Wagga Mardi Gras, Food I Am – Let's Eat and the Wagga Swap Meet through Council's Major Events, Festivals and Films Sponsorship program



Event promotion

560+

events were promoted throughout the year on the Visit Wagga website

50,000+

What's On guides published and distributed

5000+

Wagga Events Facebook grew to over 5000 followers, 75% female with an average age of 25-34 years



Event Capacity

1800

rooms with a capacity of 4,000 bed nights in commercial accommodation (excluding short term holiday rentals)

25

dedicated conference and event venues

16

outdoor bookable event spaces

30

sporting facilities, 8 State level, 2 national level

Who delivers events in Wagga Wagga?

The success of any event is dependent on the collaboration and partnership of the many people involved.

Council

In addition to the delivery of large Council led community events, Council delivers an annual schedule of community, cultural, environmental, sporting and recreation events and public programs. Some of these include, but not limited to, Fresh (combined Seniors and Youth), NAIDOC Week and Science Festival.

Council also provide logistical support to a range of smaller community run events from fundraisers through to sports tourism events.

Each year, Council supports local initiated events through the Annual Grants Program and tourism events through the Major Events, Festivals and Films Sponsorship program in addition to fee waiver support through Section 356 donations. In doing so, Council strives to support an increase in the city's destination profile (brand awareness), economic impact, venue activation and community participation.

Council financial contributions to event organisers

In 2018/19 Council provided \$174,468 in fee waivers and Section 365 Donations across 62 events.

Contribution type	Amount
Fees Waivers/Sponsorships	174,468
Annual Grants Program (events only across all categories)	42,167
Road Closures	23,834
Major Events Sponsorship	74,980
Total	315,448

Council makes available dedicated open spaces, sporting grounds, Council buildings and halls for event organisers. Maintenance costs on these facilities is partly offset through booking fees. For a list of responsibilities by Council refer to Appendix 1.

Council's role	Responsibilities
Sponsor	<ul style="list-style-type: none"> Coordinate funding programs that supports project outcomes against the program objectives Assist applicants to prepare competitive funding applications and achieve outcomes relevant to the program objectives Provide logistical advice to event producers to develop and deliver an event Provide cash and in-kind support to grant recipients and sponsors
Partner and Facilitator	<ul style="list-style-type: none"> Provide advice, guidance and assessments for events held in public spaces, in line with the regulatory environment to ensure compliance for safe and successful events Facilitating partnerships Approval and regulatory support Provide and maintain places, spaces, and venues to hold events Provide access to event planning resources and other opportunities that help build capacity and enhance event sustainability Provide administrative support for event applications and bookings
Creative Producer and Attractor	<ul style="list-style-type: none"> Create, develop and present events such as festivals, ceremonies, commemorations etc. Attract, bid and sustain events that align to the city's strategic plans, destination positioning, and infrastructure aims
Promoter and Supporter	<ul style="list-style-type: none"> Curate the quarterly events calendar to showcase the diversity and quality of festivals and events held in the city Provide opportunities for industry development i.e. workshops, training, other

Community groups

Not-for-profit organisations deliver a significant number of events with a smaller portion of events run by Council and industry.

There are large community service organisations well-resourced to deliver community events. Examples of these events include Carols in the Park, Wollundry Saturday Markets, Riverina Truck Show and Kids Convoy.

Types of community groups include:

- Community service organisations
- Schools
- Fundraising committees
- Faith groups
- Landcare groups
- Cultural and social groups

The high proportion of events run by these groups are reliant upon community volunteers who in some cases have limited professional event experience which then relies on Council resources to support their events.

Sporting and recreation groups

Sporting clubs and associations are well resourced to deliver sporting events due to their dedicated organising committee structures and membership bases. Sports event tourism assists in filling the event calendar and accommodation during low periods. Major sporting fixtures generate brand awareness of our city and provide social benefit for the community and clubs involved.

The types of sporting groups delivering sporting events in Wagga Wagga include:

- Local clubs and associations
- Professional elite clubs and competitions
- Local, regional and national fixtures/competitions

Council's role in the delivery of sporting and recreation events can be facilitation, event attraction and delivery, promotion, venue provision and asset maintenance.

Business and Commercial Sector

Business and commercial events draw visitors from beyond the region and are often managed by professional event organisers. Business events represent high yield per delegate spend and create mid-week bookings in venues and accommodation creating benefit for local business.

The types of groups/individuals delivering business/commercial events are:

- Event planners
- Local businesses
- Business Chambers, Business Enterprise Centres
- Education and health



Key trends in the event sector

Desk research has been undertaken to determine current trends in the event sector. The trends identified highlight the need for event organisers within the city to evolve to meet these consumer trends and attract repeat visitation and new attendees.

These trends include:

Increased competition and event 'sameness'

With the increase in the number of events locally and more broadly across Australia event attendees are experiencing similar performers, experiences as well as food options and formulaic programming. Increased competition leads to event saturation particularly when events have a level of 'sameness' and as a result of this 'sameness' visitors are likely focus on seeking unique, personalised and local experiences and expect authenticity including interaction with locals.

Opportunity:

Encourage unique, experimental, bespoke events and promote 'live like a local' experiences/hidden spots and VIP experiences to event attendees to encourage length of stay.

Support event organisers to take risks and be experimental with event programming.

Sports tourism

Participation sports events offer strong niche appeal, with participants willing to travel to attend an event according to Tourism Australia's *Tourism Investment in Regional Australia Second Half 2019*. In regional locations, participation sports, for adults and school children, provide a key motivator for visitation throughout the year and therefore the value to the overall visitor economy should not be underestimated.

According to this report, mass participation events are also growing in popularity. Examples include Tough Mudder, which is reportedly the largest adventure race brand in the world, as well as marathons, triathlons and other sporting participation carnivals.

Opportunity:

Increase junior sport and recreation fixtures to grow sports tourism through sport and event attraction funding.

Food culture

The growth of demand for quality food, coffee and paddock-to-plate experiences has grown dramatically in the past decade. Audiences are expecting quality food experiences at events with diverse and fresh food options.

Opportunity:

There is opportunity for events to add value and differentiate by providing quality food experiences highlighting regionally distinct products sourced locally.

Hybrid Events

According to Eventbrite, 'hybrid events help broaden your appeal to new audiences and increase buzz with one-of-a-kind experiences'. Hybridization of events creates a broader range of relevant/complementary experiences which extends the experience for event attendees, benefiting the community and increasing overnight stays. Hybrid events allow organisers to draw more attendees by finding activities and entertainment that match the audience's interests and demographics.

An example is the **Biketoberfest**, delivered by the Daytona Beach Convention and Visitors Bureau, which started a scenic motorcycle rally and is now a four-day celebration of events and local business including live

music, a swap meet, and the "ROAR" Motorcycles for Women event. There are also dozens of food and drink choices at venues throughout the city.

Opportunity:

There is opportunity for to cluster events that have audience commonality to extend the experience.

Environmental Awareness

With an increasing environmental consciousness, the community is expecting sustainable elements incorporated into all events to decrease their own, and their community's environmental footprint.

According to a report published by Skift in partnership with InterContinental Group Hotels, 'The Sustainable Future of Meetings and Events', companies looking for low carbon footprint impacts are choosing venues close to their audiences with minimal waste generation, this is now seen as a key part of their Corporate Social Responsibility programs.

Opportunity:

Elements for consideration include responsible consumption through the sourcing of local goods and services, minimising waste through the encouragement of BYO containers and cups, the provision of well signed and maintained bin infrastructure for the separation of waste, and alternatives for single-use plastic. There is also an opportunity to reinforce the recycling/waste community message to event attendees.

In addition, there is opportunity to target small corporate conferencing aligning to key areas of expertise/growth eg. Agriculture, health

SWOT analysis



Strengths

- Largest inland city in NSW – accessible via air, rail and road
- Range and quality of event infrastructure available
- Hub for regional sporting events and activity
- Event clustering in Spring and Autumn – creates excitement and engagement
- Strong sense of community and appetite for varied events on each week
- Envious regional lifestyle
- Council's commitment to master planning infrastructure development
- The city is considered an affordable host option for state sports organisations
- Promotion through social media, Council websites and traditional media
- A growing portfolio of quality events



Weaknesses

- Poor pre-booking culture by the public (last minute purchase of tickets)
- Low brand recognition of Wagga Wagga as a destination
- Community events dominate the calendar event mix
- Inadequate event staff resourcing within Council
- Limited collaboration in industry i.e. event organisers/tourism operators
- Perception of distance for event visitation
- No Council event attraction fund outside of sport
- Many events competing for limited funding with many ad hoc enquiries coming in from event organisers for last minute support
- Managing event environmental impact
- Public transport – to/from events
- Neighbourhood/village activation
- Co-ordination of Council bookings process
- Events sponsored through Council do not always recognise Council's sponsorship to the same level as a commercial sponsor for the same value
- High costs of contracted traffic and waste management services
- Strong dependency on local government to fund and deliver events compared to other regional cities
- Weak major events portfolio



Opportunities

- State government funding of regional tourism and events
- Population growth of city
- Creation of destination festival (organic approach)
- Decrease seasonality by developing a balanced calendar of sporting, arts/culture and leisure events
- Cluster events that have audience commonality – can share promotional strategies
- Enabling infrastructure in the pipeline i.e. Pomingalama Multi-Purpose Cycling, Riverside Precinct
- Add value to existing events through bundling/packaging particularly around VIP personalised experiences to extend visitation and yield
- Capitalise on the community's growing appetite for experimentation and innovation in events and not deliver an event 'because that's what we have always done'
- Development of new event/product experiences that are unique to the city adding a complementary experience for visitors, particularly in food
- Streamline Council processes for bookings/approvals
- Increase junior sport and recreation fixtures (Sports Tourism)
- Upgrading venue infrastructure for state-wide and national competitions
- Small corporate conferencing aligned to key industries eg. Agri, health
- Proximity to Canberra



Threats

- Sustainability of major events - event profitability and fatigue
- Environmental and sustainability practices
- Accommodation capacity and **price gauging** as well as range of accommodation offering to suit market segments
- Conflicting demands of parks and outdoor facilities
- Inundation of events in October and March due to favourable weather conditions
- Calendar crowding – competing events of the same type/audience
- Significant competition from other regional cities - high quality venues in nearby Albury-Wodonga and Canberra
- Growing event support demand on Council for many small events – skill gaps
- Event sameness

Gap analysis

During the development of the strategy gaps in the current operation of events within Council were identified:

Currently achieving

- Event organiser facilitation
- Event promotion
- Annual grants
- Curation and delivery of a suite of innovative council events
- Event risk management
- Post event evaluations
- Blanket DAs for key venues

Gaps identified

- Non sport event attraction and bid development funding and resourcing
- Event administration support
- Year-round balanced calendar of events – including national sporting events balanced with cultural/social
- Packaging events – accommodation, attractions/experiences
- Document review/updates to toolkits, planning guide
- Formalised mentoring/skills development of external event organisers
- Systems to support events across the organisation – from event applications and approvals through to Customer Relationship Management
- Event support capacity within Council – increasing event facilitation, bookings, event management support
- Event infrastructure - venues not designed with events in mind, ongoing consultation needed when upgrades occurring eg. 3 phase power, lighting, pathways, parking, waste
- Managing out of round funding requests
- Support for established/flagship events

Risk/impact

- Results in missed opportunities and lack of engagement with major events
- Current staff continue to be over committed resulting in WHS risk to the organization including fatigue management
- Potential for poor investment decisions as not well resourced, diminishing our reputation as a regional event destination
- Council seen as unsupportive of events in city as cannot adequately support them
- Potential regulatory failures due to inadequate processes/systems

Challenges and opportunities

Establishing a destination event

Many cities have an event that provides long lasting destination awareness. These events have typically grown organically and are relevant to the city's culture, aspiration and assets. Wagga Wagga's event calendar has a substantial amount of community legacy events, run by community groups that require renewal to remain relevant to the changing community needs.

The consultation and desk research supports a destination event that is relevant and organically grown and builds on the city's sport infrastructure and nature based assets. **This does not have to be a single event but a program of complementary events to capture attention and increase tourism yield eg. cycling.** A program of cycling events has been suggested building on the development of the new multi-purpose cycling facility, Active Travel and Riverside infrastructure as well as the success of Gears and Beers with the intention of increasing overnight stays over several weeks in late winter/early spring.

Events and accommodation

The occupancy rate of accommodation in the CBD is relatively high, averaging 75% in 2018/19. This was largely driven by business, leisure travel and the emergence of increased travel due to the spike in infrastructure development in the city. The city can accommodate over 5,100 visitors through commercial and private properties. Commercial accommodation properties within the city account for 4,000 bed nights and this is supplemented by 226 private short-term holiday rental properties (October 2019) listed on platforms such as AirBnb and HomeAway. This adds an additional 1130 beds to the city's accommodation stock with AirBnb currently representing approximately 20% of available beds.

Accommodation capacity is considered a bottleneck in the growth prospects of tourism and events in the city. Wagga Wagga will see two new hotel investments in the near future and a potential third, adding 280 beds.

When the city is at capacity with visitors, the Visitor Information Centre maintains a property register with accommodation operators outside of the local government area. Council is currently investigating other accommodation options through the University and also the camping opportunities through private operators at certain events, where the camping area would be co-located to the event site.

Streamlined events processes and systems

Blanket Development Applications exist for main event venues to streamline processes for event organisers. This allows event organisers to book sites without lodging Development Applications where the proposed event meets the consent conditions. Council has invested in a digital platform that enables event organisers to book spaces online. This will address the current fragmentation of booking process experienced by user groups.

Adequate resourcing

Council's events team is relatively small, with one dedicated full time Events Officer supplemented by casual staff under supervision from the Visitor Economy and Events Co-ordinator. There is one Strategic Recreation Officer responsible for strategic planning and infrastructure for sports and recreation who is currently absorbing the delivery of sporting and recreation tourism events.

In order to develop and deliver an annual event schedule across the city additional workforce resourcing and operational program budgets will be required.

The delivery of the **Council run events program** will require additional resourcing if it is to maintain the level and standard of events currently delivered. Work Health and Safety including fatigue management is an identified risk. External events have increased and the ability for staff to liaise with community to provide advice, support and facilitation is at capacity due to inadequate staffing, noting a large proportion of events are run after hours and on weekends.

Funding and sponsorship

In line with the development of this document an initial review of the Major Events, Festivals and Films Policy and guidelines and Annual Grants funding has been undertaken. This is to ensure alignment with this strategy to include incubator funding for emerging events, a flagship category, changes to the assessment criteria across community and tourism events, in addition to changed funding thresholds.

Major Events, Festivals and Films Sponsorship

Council's Major Events, Festivals and Films Sponsorship program supports major events, across commercial and not-for-profit sectors. The current program encourages applications twice per year with sponsorship of up to \$25,000 available for a maximum of three years.

The review has recommended the following categories within the Major Events, Festivals and Films Sponsorship Policy and guidelines:

Category	Description
Incubator Events (previously Tier 1)	<ul style="list-style-type: none"> A new major tourism event in its first or second year of development – funding range \$3,000 to \$10,000. Assessed according to the KPI's on page 30 of the draft Strategy. Where and how the cash support is allocated will be specified in the sponsorship agreement.
Developing Events (previously Tier 2)	<ul style="list-style-type: none"> Supports major tourism events that have been running for more than 2 consecutive years and meet the funding criteria. Funding range: Up to \$20,000. Assessed according to the KPI's on page 30 of the draft Strategy. Where and how the cash support is allocated will be specified in the sponsorship agreement.
Flagship Events (new category)	<ul style="list-style-type: none"> Supports events that have already received the maximum allowable funding through the Major Events, Festivals and Films Sponsorship and can present a comprehensive strategy for future growth and development of its tourism potential. The funding range is \$10,000 to \$20,000 and this sponsorship is triennial in nature to support the continued growth of the event into new visitor markets. Any support would be evaluated annually through a sponsorship acquittal with an option for additional multi-year support.
Out of Round Requests (new category)	<ul style="list-style-type: none"> Supports new or unplanned opportunities that have missed the Major Events, Festivals and Films funding windows. Restriction: maximum one per event over the event's lifecycle to a maximum of \$15,000 pending funds available in the Major Events, Festivals and Films budget. Applicants must complete an application form responding to questions aligning to funding criteria.

Annual Grants

Community grants play an important role in the development and support of local events. The current 2019/20 Annual Grants Program administered by Council supports local/community events with grants between \$500 - \$3,000 to a maximum of 3 years with a total pool of \$18,000 available.

This strategy recommends the following:

- The total funding pool is increased from \$18,000 to \$50,000 by 2021/22.
- Up to \$7,500 funding is available per event for a maximum of 3 years with option for 3-year support package for events that demonstrate well defined objectives, growth and broad appeal.
- Funding can be allocated to any event expense with the exception of salaries, major capital items, Council bonds.

Our event vision and aspirations

The benefits of an improved events portfolio extend well beyond the immediate social and economic impacts - the bigger picture is a vibrant city that is a highly desirable place to live, work and invest.

The following vision statement encapsulates this ambition:

*Wagga Wagga attracts extraordinary event experiences
that connect people and place,
creating a positive legacy for the community.*

Mission

Given the link between social wellbeing and long-term economic growth, the city needs to strike a balance between events that result in increased economic activity and events that make the city a more exciting and attractive place to live. The following mission statement has been developed to address this:

To position Wagga Wagga as a leading regional events destination in NSW by offering a diverse, vibrant and inclusive calendar of events that generate positive economic, social and environmental outcomes for the city.

Aspirations

- **Thriving:** Events demonstrate our potential as a thriving regional city
- **Innovative:** Quality events boost our economy
- **Connected:** Events unite us
- **Inclusive:** Events tell our story and showcase our community spirit

The following goals and outcomes will be integral to achieving the vision and aspirations outlined in this strategy:

Create lifestyle and legacy benefits

Events create lasting social and cultural benefits, utilising existing assets and infrastructure, attracting new investment and ensuring a positive legacy for the city.

Grow destination reputation

Events grow the city's reputation by attracting positive media attention and word of mouth recommendations that strengthens Wagga Wagga's image as a great place to live, work, invest and visit.

Increase economic impact

Events increase the value of the visitor economy through overnight expenditure and the creation of employment opportunities for the local community.

The events portfolio

A shift in focus is needed from growing the number of events to building a balanced portfolio of events that can be fully leveraged.

Categories

Events are categorised based on scale (large to small), reach (national to local) as defined below:

Event category	Description / positioning	Attributes	Examples	Funding
Destination Event (1 pa)	Positions Wagga Wagga as an attractive event destination showcasing attributes, appeals to new visitor markets, developing an affinity with the destination over time. This festival attracts significant overnight visitation and delivers long term benefits to the destination.	<ul style="list-style-type: none"> Generates destination awareness with potential to attract significant long-term tourism and economic benefits, and may deliver social value for local audiences Draws visitors from across Australia Managed locally by a professional event organiser, volunteer committee or Council Recurring May be an umbrella to multiple smaller events Can be supported by Government funding Activates key infrastructure Offers new experiences Require an 18+ month lead time 	A series of cycling events in late winter/early spring promoted under the one banner	NEW GPR \$100k 2020/21 annual + collaboration with existing events eg Gears and Beers
Major Tourism Events (10-15 pa)	Events that attract significant attendee numbers and/or overnight visitation and/or enhance the profile of Wagga Wagga as a regional events destination. These are externally run events.	<ul style="list-style-type: none"> Draw visitors from outside the region Attract significant tourism and economic benefits May be one-off or recurring Rely on Government funding and corporate sponsorship Often managed by one or more paid staff members Require 12+ months lead time 	Wagga Gold Cup, Wagga Mardi Gras, Wagga Swap Meet, Stone the Crows, Gammacon	Up to \$20,000 investment per event through the Major Events budget Events that have already received the maximum allowable funding through the Major Events, Festivals and Films Sponsorship and can present a comprehensive strategy for future growth and development of its tourism potential may be eligible for a 3 year Flagship Event support option. OR New GPR Event Attraction budget for one off events (may be part of a circuit and not

Event category	Description / positioning	Attributes	Examples	Funding
				exclusive to the city, managed by external promoters) Year 1 2020/21 - \$15K (funded through the Major Events Sponsorship budget carryover) Year 2 2021/22 \$30K ongoing.
Niche Business Events (3 - 5 events pa)	Business Events which include corporate and government meetings, incentive travel reward programs, association conventions, exhibitions and expos	<ul style="list-style-type: none"> • Draws visitors from beyond the region • Usually managed by paid staff • Business events represent a higher yield per delegate spend. • Mid-week inflows to venues and businesses - which means that local industry and businesses have greater opportunity to benefit from the event tourism industry • Typically subject to a bidding process 	Australian Agronomy Conference Trade shows Workshops	As described above in Major Tourism Events, refer to Event Attraction budget.
Sports Tourism Events Active Sports Tourism Carnivals (10)	There are two categories of sport events: 1. Active Sport Tourism – travel to a destination to participate in a sporting event, generating economic benefit, destination awareness and repeat visitation.	<ul style="list-style-type: none"> • Active Sports Tourism • 2-night minimum stay (Carnivals) • Supports the local economy during low periods, filling accommodation room nights and providing consistent business to restaurants, retailers and local attractions • Draw visitors from across NSW • Generate awareness of the destination and help build hosting capacity over time 	NSW Junior State Touch Carnival, Hockey Masters, Netball Masters, National Skeet Championships	New GPR 2020/21 +\$20k Over 4 years to \$100k + in kind support with traffic management + operations.
Marquee Sports Events (1-2)	2. Marquee Sports Events are elite sporting fixtures, not specifically linked to a destination with social, community benefit, destination awareness and legacy benefits.	<ul style="list-style-type: none"> • Supports new infrastructure • Marquee Sporting Events • Generates significant media coverage and raises destination awareness • Social and community benefit • Typically subject to a bidding process • Draw visitors from across NSW 	AFL, AFLW, NRL, A-League, W-League	Specific budget requests through Council reports.

Event category	Description / positioning	Attributes	Examples	Funding
		<ul style="list-style-type: none"> Generate awareness of the destination and help build hosting capacity over time Supports new infrastructure 		
Community Events (Unlimited)	Events that foster community pride and generate social, cultural and/or environmental benefits within the community	<ul style="list-style-type: none"> Foster community pride and deliver social, cultural value for local audiences Maybe one off or recurring Generally attract attendance numbers from 200 – 5,000 Platform for community to be showcased May generate economic benefit to event suppliers and food vendors Rely on support from Wagga Wagga City Council and sponsors Shorter lead times 	Riverina Truck Show and Kids Convoy, Carols in the Park, Pink Stumps	<p>Up to \$7,500 investment through Annual Grants budget (increased from \$3,000)</p> <p>Year 1 2020/21 \$45K (funded through the Major Events Sponsorship budget carryover of \$25K).</p> <p>Year 2 2021/22 \$50K (new GPR \$30K ongoing).</p> <p>Events demonstrating growth and broad community appeal may apply for funding beyond the initial 3 year support.</p>
Council Events and Festivals	Events that are delivered by Council to meet Council's CSP priorities	<ul style="list-style-type: none"> Foster community pride and deliver social, cultural value for local audiences Maybe one off or recurring Platform for community to be showcased May generate economic benefit to event suppliers and food vendors 	<p>Australia Day, Fresh, Citizenship Ceremonies, Fusion, Spring Jam, Wagga Comedy Festival, Lost Lanes and New Year's Eve.</p> <p>Includes Council's annual schedule of community, cultural, environmental, sporting and recreation events and public programs including Fresh (combined Seniors and Youth), NAIDOC Week and Science Week.</p>	<p>GPR/Operational budgets, project dependent</p> <p>+external project funding</p>

Determining our priorities

The following KPIs will be used in evaluating events to attract and fund to assist in building Wagga Wagga's events portfolio with a clear difference between community benefit and tourism event assessment:

Category	Lifestyle and Legacy	City reputation and appeal	Economic Impact
Destination Event	<ul style="list-style-type: none"> Activates existing and/or enables new infrastructure infrastructure Create new experiences 	<ul style="list-style-type: none"> Media reach: Regional to international Repeat visitation The fit with destination positioning 	<ul style="list-style-type: none"> Overnight visitation: min 2 to 3 nights Visitor numbers: 5000+ Visitor spend Time of year: shoulder ROI: 20:1
Major Tourism Events – Incubator Events (events in their first or second year)	<ul style="list-style-type: none"> Activates key infrastructure Local pride New experiences Balanced event portfolio Build capability 	<ul style="list-style-type: none"> Media reach and value: Regional/National Repeat visitation Offers new and distinctive experiences that activate brand positioning 	<ul style="list-style-type: none"> Overnight visitation: min 2 nights Visitor numbers: 1000+ (or smaller, niche event with national media reach) Time of year: not defined ROI: 10:1 (Visitor nights x average visitor spend/amount sponsored) Cost per visitor: Total sponsorship value/Total visitors
Major Tourism Events – Developing Events (events that have been running for more than 2 consecutive years)	<ul style="list-style-type: none"> Activates key infrastructure Local pride New experiences Balanced event portfolio Build capability 	<ul style="list-style-type: none"> Media reach and value: National Repeat visitation Offers new and distinctive experiences that activate brand positioning 	<ul style="list-style-type: none"> Overnight visitation: min 2 nights Visitor numbers: 1000 - 3000+ (or smaller, niche event with national media reach) Visitor spend Time of year: shoulder ROI: 15:1 (Visitor nights x average visitor spend/amount sponsored) Cost per visitor: Total sponsorship value/Total visitors
Active Sports Tourism Carnivals and Marquee Events - Active Sports Tourism	<ul style="list-style-type: none"> Activates existing and/or enables new infrastructure Builds capability, supports local sporting organisations 	<ul style="list-style-type: none"> Introduces first time visitors to the city Media reach and value: Local to regional 	<ul style="list-style-type: none"> Overnight visitation: min 2+ nights Visitor numbers: 400+ Time of year: low/mid-week ROI: 20:1 (Visitor nights x average visitor spend/amount sponsored) Cost per visitor: Total sponsorship value/Total visitors
Active Sports Tourism Carnivals and Marquee Events - Marquee Events	<ul style="list-style-type: none"> Activates existing and/or enables new infrastructure Multi-year contracts Local community attendance 	<ul style="list-style-type: none"> Attendance numbers: 5,000+ (or highest level of competition available) Media reach and value: Local to national 	<ul style="list-style-type: none"> Daytrip visitation – variable depending on the event Overnight visitation: min 1 night


Category	Lifestyle and Legacy	City reputation and appeal	Economic Impact
	<ul style="list-style-type: none"> Builds capability, supports local sporting organisations. 		
Community Events	<ul style="list-style-type: none"> Community participation at the event Engagement of local community groups 	<ul style="list-style-type: none"> Attendance numbers: 200-8,000 Local stories in the media 	Small visitor numbers, ROI – not measured.
Niche Business	<ul style="list-style-type: none"> Use of local suppliers 	<ul style="list-style-type: none"> Media reach: Regional to national Growth in key industry sectors 	<ul style="list-style-type: none"> Overnight visitation: min 2 to 3 nights Time of year: low/mid-week ROI: 15:1



2020 – 2024 Draft Action Plan

The Action Plan outlines the actions that will achieve the key strategies set out in this document. It is based on the three overarching goals, and includes timeframes, the lead role and Key Performance Indicators (KPIs).

Strategic Goal 1 – Create lifestyle and legacy benefits

Strategies	Actions	Timeframe	Lead	Measure
1.1 Create social and community benefits through enhanced livability, cultural and social inclusion	Review the Annual Grants Program to ensure additional support is provided to the broad range of community groups and organisations that deliver events that celebrate and promote social inclusion, neighbourhood and village activation, night-time economy and participation. <ul style="list-style-type: none"> - Increase the Annual Grant Events Budget to \$50,000 - Increase the maximum threshold off support to \$7,500 - Align assessment criteria to this strategy 	June 2021	Manager Community Services	Increase Annual Grants budget for Events from \$20K in 2019/20 to \$50K by 2021/22.
	Ensure all major events start with Welcome to Country.	June 2020	Manager Community Services	Inclusion at major events.
	Engage First Nations Peoples and businesses as suppliers to events.	Ongoing	Manager Community Services	Suppliers engaged.
	Aim for all major Council events to include First Nations artists/performers to add value to the event experience and connect people with place.	Ongoing	Manager Community Services	Artists/performers engaged.
	Continue to build and renew Council's annual program of events to ensure alignment to the CSP	Ongoing	Manager Community Services	Maintaining a responsive program of events.
1.2 Facilitate the activation of event infrastructure and precincts across the city	Undertake a gap analysis to identify potential areas for infrastructure investment i.e. lighting or power upgrades, installation of seating, staging or shade infrastructure, permanent toilet facilities	In progress	Manager Community Services	Analysis completed June 2020 with recommendations.
	Undertake an audit of public event infrastructure and precincts. Make the database available for internal use and public access via the events website.	Short term	Manager Community Services	Database available by 30 June 2020.

Strategies	Actions	Timeframe	Lead	Measure
	Attract events such as food festivals, live music performances, outdoor theatre, cinema and recreational activities to the Wagga Riverside Precinct	Short term	Manager Community Services	Develop a Prospectus and factsheet and secure two events six months prior to Riverside's opening.
	Plan for event infrastructure within all parks, spaces and in master planning developments.	Ongoing	Manager City Strategy	Increased usage of neighbourhood and village open spaces increase in transport options to events, upgrade of parks to host events.
1.3 Encourage event creativity and innovation	Develop and partner with unique/bespoke events that support creativity, innovation and active/healthy living through Annual Grants	Short term	Manager Community Services	Increase in funding and event mix through Annual Grants by 2020/21.
1.4 Advocate for sustainable event management	Identify opportunities to integrate 'ISO 20121: Sustainable Events' into Council's suite of events and encourage the use of this standard by independent event organisers within the local government area.	Ongoing	Manager Community Services	Development of standard for event organisers by December 2020.
	Establish guidelines and targets for improving the sustainable management of local events i.e. number of events with source separation, percentage of local goods and services.	Long term	Manager Community Services	Number of events with source separation, percentage of local goods and services by 2025.



Strategic Goal 2 – Grow destination reputation

Strategies	Actions	Timeframe	Lead	Measure
2.1 Build Wagga Wagga's profile as a leading regional events destination for NSW	Promote the growth of one of Wagga Wagga's major events into a Signature/ Destination suite of events for the LGA aligned to the city's growing reputation of Wagga Wagga as a regional cycling/ mountain-biking destination featuring the Gears and Beers Festival, Pomingalama Multisport Cycling Complex etc.	Medium to long term	Manager City Strategy and Manager Community Services	Develop and build a late winter/early spring cycling destination program from 2021.
	Encourage and maintain a balanced calendar of events that are unique to the destination, showcase the city's competitive advantage and increase local pride including events that: <ul style="list-style-type: none"> • Encompass elements of local history and heritage • Celebrate the arts and cultural community • Leverage local sporting infrastructure and recreational facilities • Feature local wine, brewing and distilling product/experiences. 	Short to medium term	Manager Community Services	3-4 major tourism events supported per year from 2021.
2.2 Strengthening investment through events attraction	Increase the sporting event attraction annual budget and establish a non-sport event attraction budget for sport/leisure/ business events that align to this strategy. Ensure appropriate procurements delegations to allow for direct negotiation with event promoters.	Short to medium term	Manager City Strategy and Manager Community Services	Budgets are increased/established from 2020/21. Alignment of delegations.
	Work with sporting promoters to confirm a program of regional sporting events and carnivals, and marquee sporting events.	Short to medium term	Manager City Strategy	Attract at least one premier sporting event, and an additional 10 regional sporting events/ carnivals to the city each year.
	Develop a network of targeted non sport event owners/ promoters, professional conference organisers, tour managers, other and offer to host them in the city.	Short term/ongoing	Manager Community Services	December 2020.
2.3 Build the capacity of local event organisers and industry	Review and update the Events Guide, templates and forms available on the events website, and launch the latest suite of resources available	Short term/ongoing	Manager Community Services	Documents available June 2020.

Strategies	Actions	Timeframe	Lead	Measure
	Develop professional development workshops to encourage the development of value add event experiences eg. Behind the scenes, VIP areas to meet the changing market needs.	Short to medium term (June 2020)	Manager Community Services	Number of workshops
	Develop and maintain a two-year event calendar on the website, to support forward planning by local businesses and the community.	Short term/ongoing	Manager Community Services	Calendar online by February 2020



Strategic Goal 3 – Increase economic impact

Strategies	Actions	Timeframe	Lead	Measure
3.1 Ensure Council event sponsorship is achieving the maximum return on investment	Review and amend Major Events, Festivals and Films Sponsorship Policy and Guidelines to ensure they align with this Strategy. To include: <ul style="list-style-type: none"> • Incubator, Developing and Flagship categories. • Out of round funding requests • Align assessment framework to this strategy 	Short term	Manager Community Services	Amended Policy and Guidelines endorsed May 2020.
	Develop best practice procedures, tools and templates for all successful funding applicants to use when measuring the outcomes of their event so the data supplied to Council is fit for purpose and to support Councillor decision making	Short term	Manager Community Services	Assets available prior to the closure of the first funding round in 2020.
3.2 Grow new visitor markets that align to key (new) product/destination initiatives to increase economic contribution	Work with the Wagga Tourism Partners and industry to develop new and existing food and beverage related events focused on arts and culture.	Short to medium term	Manager Community Services	Support the development of one new event by December 2021.
	Review Blanket Development Applications across the city to include new event camping considerations	Short term	Manager Community Services	December 2021.
	Increase length of stay through packaged experiences. Provide event organisers, tourism operators and local businesses with regular advice to ensure they're leveraging local events – packaging, collaboration, promotion eg. dining, retail, cooking.	Ongoing	Manager Community Services	Incorporate into industry e-Newsletter from the first quarter of 2020/21.
3.5 Maintain a high standard of promotion of events to visitors and residents	Through What's On, Visit Wagga – website work	Ongoing	Manager Community Services	Number of What's On publications distributed. Website usage.
	Review the Visit Wagga events page to improve usability	Short term	Manager Community Services	Recommendation by December 2020.

Note:

All budget requests detailed in this strategy are subject to Council approval as part of Council's Long Term Financial Planning processes.

From: Kate Shilling
Sent: Monday, 2 March 2020 11:31 AM
To: Hamilton, Fiona

Hi there Fiona,

I read your events strategy document yesterday afternoon.. here's a couple of notes:

- The alignment with region, state and national strategies is key – so many groups have a hand in driving this sector!
- Food and Wine events are everywhere (hence why they are part of the DNSW strategy for growth) but it's definitely thinking outside the box with this sort of thing, as there's a lot of same-same in this space. It's worth considering developing a "hero" produce (like truffles have become a hero around Canberra, prosecco in the King Valley), and creating something core to Wagga DNA
- Great to identify hybrid events as a driver. This is exactly how Tourism Australia have positioned their Signature Experiences (Ultimate Winery Experiences Australia is one of their collectives) – there's a lot of opportunity tapping into peoples passions but then extending what is on offer when they get here.
- Environmental awareness – this is big and real. eg: I spent Thursday/Friday at a Media Marketplace - amongst journalists there's a real awareness that to fly too often is not great. They also want to reduce the goodie bags on media famils – unless they include food/drink – WW's strengths!
- The reference to the poor pre-booking culture by the public (last minute purchase of tickets). This is alive and well in leisure travel and business events, and I don't think we will influence longer lead in in the short term – industry just has to get on board with better bookability so they are there whenever customers are ready – then look at better ways to engage early and increase chances of conversion.
- I like the way you have offered solutions to the accommodation challenges – there are many pop-up accom options beyond camping - and so many cool ways to make this work.
- Really like the action plan - and that history and heritage is part of the mix! I found a great paper about [Domestic Arts tourism](#) that may add some zing if you need it (full disclosure, I haven't read it yet!). I also checked out the CSU Archives – any contacts there would be appreciated!

Have a good one – Kate

Kate Shilling
Director | Destination Riverina Murray
0407 188 528 kate.shilling@destinationrm.com.au



From: Anna Gurnhill
Sent: Tuesday, 3 March 2020 5:24 PM
Subject: Events Strategy and Action Plan Feedback;

Fiona, some feedback on the Events Strategy from a bicycle tourism perspective (great work, by the way - looks very well considered, and very comprehensive):

- A series of late winter/early spring cycling events promoted under one banner is a great initiative - It has benefit from two key angles: as a goal to keep people motivated to train through winter; or to have something early in the cycling season to kick-start their training coming out of winter hibernation.
 - There is a novelty to winter riding that can be leveraged. Some winter destinations are promoting winter riding as a badge of honour (eg very cold places like Minnesota USA), and there's some fun that can be had here - themed events to rug up and wear as much as possible on the ride; something warm to look forward to after a ride (evening ride with mulled wine event and braziers); morning winter warmers... People will brave the cold, even for novelty effect - Darf Mofo in Hobart is a great example of celebrating the cold. While it doesn't do anything bike-specific, there is certainly opportunity in this space for Wagga
 - Wagga can also play to its advantage for winter riding as a cycling destination that doesn't have the harsh winters of the more mountainous regions; and is a little warmer than nearby Canberra
- A series of events can be leveraged for gamification purposes for locals and visiting cyclists.
 - encourages continued participation and repeat visitation
 - can be used to keep visitors (and locals) in the region over the school holiday period
 - could be used in collaboration and partnership with Sea Otter (Canberra) in future years
 - creates a sense of their being a lot to do/ride in the region
 - tying cycling experiences and events with other local attractions is always of benefit
 - You could consider some sort of an online 'passport' to encourage people to collect as many 'stamps' as possible. Ride High Country 7Peaks Challenge is a good example; using the Strava cycling platform as their 'online passport' and with roadside signage also letting people know the start and end of the 7Peaks climbs - <https://www.ridehighcountry.com.au/7-peaks/>
 - Bicycle Network (membership-based group in Vic) have an existing app, Riderlog; which can be used for a similar purpose - <https://www.bicyclenetwork.com.au/our-services/riderlog/> I've worked with Bicycle Network in the past, while with ACT Govt, to modify and rebrand the app for our specific purpose.
 - Pedal Power ACT have another example and with their own bespoke app - CycleWorks Challenge <https://cycle-works.com.au/>
 - And there's also Love To Ride; US based but with a staff member in Brisbane, Christina Sorbello - christina@lovetoride.net <https://www.lovetoride.net/global?locale=en-GB>
 - while these last two have a focus on active travel rather than bicycle tourism, they could be modified and used very easily for bicycle tourism purposes

- Cycling events will become increasingly important to utilise the MultiSport Cycling Complex and maximise Council's investment here.
 - Also opportunity here to cater for groups; cycling clubs; training camps... Could be a good target for Sydney and Melbourne based cycling and triathlon clubs - get away from the City for your next club/group training camp...
- Can also consider multi-day cycling events - these don't have to be long or hard; giving people an opportunity to spend some time each day on a bike; and plenty of time off the bike and enjoying other local experiences, businesses and attractions.
- Hybrid events can be a real novelty and help to differentiate Wagga. Cycling and....another interest/theme eg sustainability/environment/nature (many options!!); and can tie in to many other elements of the Strategy and Action Plan
- opportunity for cycling event in January (I know it's hot but so too is Adelaide) en route for those driving to Tour Down Under in Adelaide late Jan each year. Maximises school holiday opportunity; road trips; and time availability during the peak holiday period
- Summary :cycling events, including a series of events, are a great way to promote the region as a cycling destination; to attract repeat visitation; to attract longer stays; to attract 'staycations' from locals; to plant a seed as part of your marketing and promotion exercises that the region is a cycling destination; and to tie in local businesses with cycling experiences. win-win!

Anna

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Anna Gurnhill

Survey Report

07 August 2012 - 08 March 2020

Public Exhibition Submission Form - Events Strategy and Action Plan 2020-2024

PROJECT: Events Strategy and Action Plan 2020 -
2024

Connect Wagga



Public Exhibition Submission Form - Events Strategy and Action Plan 2020-2024 : Survey Report for 07 August
2012 to 08 March 2020

Q1 | Your name:

Anonymous

2/08/2020 03:30 PM

Anonymous

2/19/2020 12:43 PM

Anonymous

2/21/2020 04:24 PM

Anonymous

3/01/2020 07:41 PM

(4 responses, 0 skipped)

Public Exhibition Submission Form - Events Strategy and Action Plan 2020-2024 : Survey Report for 07 August 2012 to 08 March 2020

Q2 | Your address:

Anonymous

2/08/2020 03:30 PM

Anonymous

2/19/2020 12:43 PM

Anonymous

2/21/2020 04:24 PM

Anonymous

3/01/2020 07:41 PM

(4 responses, 0 skipped)

Public Exhibition Submission Form - Events Strategy and Action Plan 2020-2024 : Survey Report for 07 August 2012 to 08 March 2020

Q3 | Your email address:

Anonymous

2/08/2020 03:30 PM

Anonymous

2/19/2020 12:43 PM

Anonymous

2/21/2020 04:24 PM

Anonymous

3/01/2020 07:41 PM

(4 responses, 0 skipped)

Public Exhibition Submission Form - Events Strategy and Action Plan 2020-2024 : Survey Report for 07 August 2012 to 08 March 2020

Q4 | Your telephone number:

Anonymous

2/08/2020 03:30 PM

Anonymous

2/21/2020 04:24 PM

Anonymous

3/01/2020 07:41 PM

Optional question (3 responses, 1 skipped)

Public Exhibition Submission Form - Events Strategy and Action Plan 2020-2024 : Survey Report for 07 August 2012 to 08 March 2020

Q5 | Your submission:

Anonymous

2/08/2020 03:30 PM

I believe that The Wagga Wagga City should put funding towards event and advertisers for such events. Wagga has nothing for family's to do in the holiday and or weekend. Doing 1 big event each month will help reduce that annoyance of Wagga having nothing that is family friendly.

Anonymous

2/19/2020 12:43 PM

Looks fantastic! No objections

Anonymous

2/21/2020 04:24 PM

It would be great to see the WWCC Events Team expand to have the capability to deliver top quality Events themselves. I find it frustrating when WWCC are offering large grants which could go to inexperienced event organisers. I would rather see more great quality events delivered by council like Fusion, Spring Jam and Lost Lanes. With a larger team this would be possible. It would also bring more experienced events workers into town.

Anonymous

3/01/2020 07:41 PM

It's great to see this document has been developed. Business Events are briefly mentioned, however I believe this is an area that could be further developed and have a greater emphasis. There is a huge push for business events at every level of government at the moment and there is real opportunity for this to be capitalised on from Wagga's perspective. Happy to discuss further.

(4 responses, 0 skipped)

Public Exhibition Submission Form - Events Strategy and Action Plan 2020-2024 : Survey Report for 07 August 2012 to 08 March 2020

Q6 | Supporting documentation (optional)

Optional question (0 responses, 4 skipped)

Events Strategy and Action Plan Feedback Summary

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
Destination Riverina Murray Richie Robinson	Letter of support (see attached)	Overall support for strategy with strong alignment to the Riverina Murray Destination Management Plan. Specific support for the events support structure noted in the document and the establishment of a major event in Wagga Wagga.	Noted in support of Strategic Goal 2.1 – Build Wagga Wagga's profile as a leading regional events destination	N/A
Destination Riverina Murray Board Member Kate Shilling	The alignment with region, state and national strategies is key – so many groups have a hand in driving this sector! <ul style="list-style-type: none"> - Food and Wine events are everywhere (hence why they are part of the DNSW strategy for growth) but it's definitely thinking outside the box with this sort of thing, as there's a lot of same-same in this space. It's worth considering developing a "hero" produce (like truffles have become a hero around Canberra, prosecco in the King Valley), and creating something core to Wagga DNA - Great to identify hybrid events as a driver. This is exactly how Tourism Australia have positioned their Signature Experiences (Ultimate Winery Experiences Australia is one of their 	Overall support for the strategy and alignment to State and National strategies. Specific support for 'heroing' local produce, hybrid events, event environmental sustainability, accommodation and history/heritage.	Noted in support of Strategic Goals 1.4. 2.1 and 3.2.	N/A

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>collectives) – there's a lot of opportunity tapping into people's passions but then extending what is on offer when they get here.</p> <ul style="list-style-type: none"> - Environmental awareness – this is big and real. eg: I spent Thursday/Friday at a Media Marketplace - amongst journalists there's a real awareness that to fly too often is not great. They also want to reduce the goodie bags on media famils – unless they include food/drink – WW's strengths! - The reference to the poor pre-booking culture by the public (last minute purchase of tickets). This is alive and well in leisure travel and business events, and I don't think we will influence longer lead in in the short term – industry just has to get on board with better bookability so they are there whenever customers are ready – then look at better ways to engage early and increase chances of conversion. - I like the way you have offered solutions to the accommodation challenges – there are many pop-up accom options beyond camping - and so many cool ways to make this work. - Really like the action plan - and that history and heritage is part of the mix! 			

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
DNSW Phil Ventham and Helen Parker	A detailed summary is provided below.	DNSW have provided detailed feedback for consideration in relation to document definitions, target audience, business conferencing and the sponsorship/funding framework.		
	Audience Concern the document was intended at both an external audience and internal ie. external to manage industry expectations or internal to secure funding. If internal is the integrity of the document impacted if funding cannot be delivered.	Question over whether the document was intended at both an external audience and internal.	Comments noted, this document is intended to cover both audiences.	N/A
	Event definitions You have defined the different event types, but not until late in the document. It might be worth bringing this forward so that the definitions are understood by the time some of the rationale is gone into.	Definitions required for tourism event, local event, GPR.	Comment noted, while a glossary is not required due to the nature of this document, additional information has been provided within the strategy to assist with terms. Terms addressed: Tourism Events	Amendments as follows: <i>Page 9 Change Tourism events to "Events that are drivers of visitation can be an effective tool in reducing the impacts of seasonality..."</i> <i>Page 25 amend "Community"</i>

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
			Local events, amendment to page 25 to give greater context as to the intention of Annual Grant funding. GPR - Noted	<i>grants play an important role in the development and support of local, rather than tourism driven, events."</i> N/A
	Further referencing to other strategies recommended. Alignment to strategies noted at beginning but not within the body of the document.	Alignment to strategies noted at beginning but not within the body of the document.	Comments noted, on review of the document it was determined that the reference to strategies through the table at the beginning was clear.	N/A
	Business Conferencing Possible disconnect between recommendation in the Destination Riverina Murray Destination Management Plan which identified a potential opportunity for Wagga Wagga with the recommendation to "support plans for a large business centre that generates significant mid-week business	Possible disconnect between recommendation in the Destination Riverina Murray Destination Management in relation to business conferencing.	Comment noted. On review, there is a direct connection to the Destination Management Plan, noting the Destination Management Plan	N/A

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>travel" and the event strategy which portrays conferencing as a niche sector and does not identify any infrastructure gaps to be addressed.</p> <p>It seems like a missed opportunity for the Council not to align themselves in the business events space with identified key priorities at an economic level which have the potential to boost overall economic growth for the region, i.e. given that Wagga Wagga was selected by the State</p>	<p>Alignment of business conferencing to industry sector priorities.</p>	<p>makes reference to Wagga Wagga a large business base with regional head offices and public sector institutions supporting mid-week business travel, rather than a large business centre. In addition.</p> <p>Please note: a letter of support provided by Destination Riverina Murray with overall support for the Strategy is attached.</p> <p>Noted in support of Strategic Goal 2.2. The Strategy is considered to align to the regional plan, however an amendment is recommended to further highlight this.</p>	<p>2.2 Amend to include new Action: <i>Continue to work with DNSW and local conference venues to develop</i></p>

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	Government to be a designated Special Activation Precinct in the fields of advanced manufacturing, agribusiness and freight and logistics..		Noted in support of the 'niche business event' category in the Events Portfolio, page 28. Amend funding column in Niche Business Event row to make this clearer.	<i>and promote the city as a niche business conference location, targeting innovative and progressive conference initiatives that align to the city's business/industry priorities eg. Health/knowledge, transport, agriculture."</i>
	Question over financial support available for securing business events for the region and the assessment process around this.	Funding for securing business events.	Amend Strategy Goal 3.1 to further highlight business conferencing.	Amend Funding column in table under Niche Business Events to include on page 28 to include "New GPR Event Attraction Budget"

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
				Amend 3.1 to include the word 'business' ie. <i>"establish a non-sport event attraction budget for sport/leisure/business conferencing events"</i>
	<p>Funding Sources</p> <p>Page 27</p> <p>Is it saying that events that have exhausted Incubator and Development streams can get 3-year's funding through the Flagship stream or a new GPR Event Attraction budget?</p>	Flagship funding clarification.	Amend funding table page 27, Major Tourism Events row, Funding column.	Amend Major Tourism Events row <i>Italicize "Note: Events that have already received the maximum allowable funding...may be eligible for a 3 year Flagship support option."</i>
	<p>Page 28</p> <p>Funding source for Niche Business Events</p> <p>Do business events have a separate stream within MEFFS or is this saying they are dealt with under Incubator, Development & Flagship streams etc.?</p>	Niche business event funding clarification.	Amend funding table page 28.	As per amendment to funding column on page 28, addressed in section above.

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	Council Resourcing I note that Council event team resources are noted as being under pressure, but that they are not referenced in the actions. If increases to budgets are to be included in the strategies and actions, should an increase to resources not also be? Page 24 Should you have a section that outlines what and how many events are run by Council, what the objectives of Council-run events are and so on? I know they are mentioned later in the document, but outlining the different strategic goals in Council-run events, community-run events and tourism events, together with the Council resourcing requirement that goes with delivery and/or facilitation of the different event types would put the resourcing challenge into context	Suggestion to include a separate section on Council run events.	Comment noted, to be addressed separately as part of future workforce planning.	N/A
			Comment noted for consideration.	N/A
	KPIs What methodology was used to evaluate the ROI of different event categories.	KPI clarification.	KPIs determined by past event experience.	Amendment page 31: Niche Business row, first column add bullet point "Activates existing venues"

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
				<i>and encourages new development"</i>
	Edits Summary of misspelling/mistyping/formatting errors or improvements	Suggested edits.	Page 13 – remove duplication of 'and events' Page 21 – Price gauging – misspelling Page 28 – align Marquee text across columns to make clearer Page 32 – mistyped of Page 30 The word infrastructure is duplicated	Amend second paragraph, page 13 <i>"The city has the capacity to host large annual events such as..."</i> Amend to "gouging" Align text to make clearer Change 'off' to 'of' Remove 'infrastructure'
	Additions to give more context: Page 13 - Comment about Mardi Gras highlighting the vibrancy and diversity of Wagga's population today	Suggested addition to Event Landscape section.	Amend as suggested.	Amend fifth paragraph page 13 New festivals and events

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
				..encourage travel to the region “as well as highlighting the vibrancy and diversity of Wagga Wagga’s population today.”
	<p>Page 16</p> <p>Ensure rates are expended on events that will drive the best outcomes for the city per the objectives of the Community Strategic Plan?</p>	<p>Include an additional bullet point under Council’s responsibilities connecting Council’s role as a sponsor of events to the CSP.</p>	<p>Comments noted.</p> <p>Draft Events Strategy connects to CSP through the four guiding principles identified in Council’s Community Strategic Plan (CSP); thriving, innovative, connected and inclusive provide the overarching context for the strategy framework and Council’s role as facilitator, sponsor, producer and promotor.</p>	N/A
	<p>Page 18</p> <p>Encourage and mentor Wagga’s better producers, chefs etc. to consider building event food/food trucks into their business model so that events have a high quality product to activate on their doorstep?</p>	<p>Opportunity to encourage food producers to consider building event food options.</p>	<p>Amend page 18.</p>	<p>Amend the Opportunity section under Food Culture on page 18 to include “and to further encourage local food producers to</p>

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
				<i>build high quality, event ready product"</i>
	<p>Page 20</p> <p>Comment in relation to Major Tourism Events relying on government funding.</p> <p>Is this always the case or just in the case of your existing events classified as major tourism events. A ticketed event (eg: music festival) could surely be a major tourism event and not be totally reliant on government funding.</p>	Comment in relation to Major Tourism Events relying on government funding.	Amendment to page 20 Major Tourism Event Attributes	Amend bullet point: <i>"Typically rely on a proportion of government and corporate sponsorship"</i>
	<p>Page 24</p> <p>I'm not quite sure what this means as relates to 'destination event'. I can see how a genre of events could become associated with a destination, but I wouldn't necessarily call this a destination event in the same way that Parkes Elvis Festival is a destination event. The two things could be separated as two different opportunities.</p>	Clarification over destination event.	Add to description on page 24 "Establishing a destination event" to clarify the intention around the proposed destination event.	<p>Amend page 24 paragraph 2 <i>"supports the concept of a destination event..."</i></p> <p><i>"This does not have to be a single event as per the traditional notion of a destination event and instead is proposed as a program of complementary events..."</i></p>

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>Page 25</p> <p>Is it that the strategy needs to consider these elements, or that these elements need to be integral parts of the strategy (if so why?) Or is it saying that the strategy needs to align with key elements of the already published Policies that relate to these elements?</p>	Reference to existing Policies.	Remove reference to Policy changes, amendment first paragraph.	Amend <i>Page 25, first paragraph "with recommended changes described below."</i>
	<p>Is it worth including some statistics about how many applications are received to the program to justify the budget increase? ie: to demonstrate that the program is significantly over-subscribed?</p>	Additional Annual Grants context.	Amendment to page 25 Annual Grants.	Amend page 25 <i>"as the program is fully subscribed"</i>
	<p>Page 27</p> <p>Comment re Gears and Beers example - Is this also an example of a Major Tourism Event, or is part of the strategy to elevate this to a destination event?</p>	Destination Event reference to Gears and Beers.	Used as an example, no amendment required.	N/A
	<p>Items for noting:</p> <p>Page 14</p> <p>This looks a little like a reluctance to reveal how much Council invested in these events as all the other measures in this column are \$ amounts. Is this intended? Not sure if the strategy goes into detail about determining future Council-funded events or not, but the previous budget could be relevant.</p>	Various items noted including Council's investment in events, Council's role, funding, the event's portfolio structure that have been addressed in the amendments above.	All noted with no amendments necessary.	N/A

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>Page 16 Would Gears & Beers not qualify as an example of a hybrid event already? Do you need to pick a US event?</p> <p>Page 17 As per comment on page 15, I wonder if Council's Role should be its own section?</p> <p>Page 19 Comment in relation to travel trend around environmental impact - This is tricky example given, presumably, part of the idea of the strategy is the goal of encouraging people to travel to Wagga for events ie: from a decent distance from the venue, which is not really very environmental.</p> <p>Page 20 Under Weaknesses – Council's sponsorship recognition - Is this a weakness or a relationship management issue?</p> <p>Does this mean Incubator, Developing Events and Flagship Events categories are all open at the same time, for the same period, twice a year?</p>			

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>Do you publish the total available Council budget for the two funding categories? If so, it might be worth including here as it adds context, even if the distribution of funds across the tiers is fluid (which can also be stated).</p> <p>Also, if the Flagship category is now part of Major Events, Festivals and Films Sponsorship then technically, they won't have received the maximum because they are still part of it... It's presumably the maximum allowable through the Incubator and Development streams?</p> <p>Comment in relation to Flagship events - Does this mean it is triennial but reviewed annually and could be withdrawn?</p> <p>Comment in relation to Out of Round Requests Pending – subject to</p> <p>Page 25 Comment in relation to Major Tourism Events - I'm assuming it will be maximum through the Incubator and Development streams, not the MEFFS as a whole given the Flagship stream is now part of it.</p>			

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>Page 28 - Comment on Active Sports Tourism/Carnivals</p> <p>Often the Active Sports events visitation will be driven by participants + friends/family, whereas Marquee Sports events visitation will be driven by spectators/fans. The former is often more risk-free!</p> <p>Comment in relation to Marquee Sports Event funding</p> <p>So presumably not considered through MEFFS, or would this be considered Out of Rounds?</p> <p>Page 29</p> <p>Comment in relation to Community Events</p> <p>Confused again. Is this an internal note saying where the funding will come from within Council? Is it intended for external consumption?</p> <p>Comment in relation to Community Events financial support beyond three years</p> <p>This isn't mentioned on p.25.</p> <p>Comment in relation to Council Events and Festivals external funding sources. Such as?</p>			

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	Page 36 Not entirely sure what is envisaged by this - wine tastings in the art gallery and similar?			
The Tilma Group Linda Tilman	<p>Congratulations on the strategy, it is fantastic! The only thing I was curious about was the funding allocation for event attraction? Did I overlook that? If not, I suggest you look closely at the event attraction budget allocation and ensure you have this secured. You may also benefit from an event acquisition coordinator, which is based on the successful Wollongong model.</p> <p>In terms of capability building into the future, I suggest you consider a mentoring program that extends over a period of time and gives event organisers customised 1-1 support. I</p>	<p>Support of overall strategy.</p> <p>Suggestion for event organiser mentoring program.</p>	<p>Noted in support of Strategic Goal 2.2.</p> <p>Noted mentoring, addressed in Strategic Goal 2.3.</p> <p>Noted in support of Strategic Goal 2.3.</p>	<p>Amend Funding and Sponsorship page 25 to include reference to the new Event Attraction Fund as follows: "A new event attraction budget will be established for one-off events and niche business conferencing not covered by the Major Events, Festivals and Films Sponsorship program."</p>

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>have delivered this style in a few regions in Victoria and Qld now and it is always very successful.</p> <p>I love the idea of bundling cycling events. Perhaps you could look at a similar model for food and wine events?? Something like seasonal farm gate events.</p>	Suggestion to bundle food and wine events as per cycling concept.	Amend Strategic Goal 3.2.	Amend Action 3.2 to include "seasonal farm gate product".
Anna Gurnhill Consulting Anna Gurnhill (Bicycle Tourism)	<p>A series of late winter/early spring cycling events promoted under one banner is a great initiative - It has benefit from two key angles: as a goal to keep people motivated to train through winter; or to have something early in the cycling season to kick-start their training coming out of winter hibernation.</p> <p>There is a novelty to winter riding that can be leveraged. Some winter destinations are promoting winter riding as a badge of honour (eg very cold places like Minnesota USA), and there's some fun that can be had here - themed events to rug up and wear as much as possible on the ride; something warm to look forward to after a ride (evening ride with mulled wine event and braziers); morning winter warmers... People will brave the cold, even for novelty effect - Darf Mofo in Hobart is a great example of celebrating the cold. While it doesn't do anything bike-specific, there is certainly opportunity in this space for Wagga</p>	Support for the destination series of cycling events, particularly as a way to attract longer stays and tie in with local business/producers.	<p>Noted in support of Strategic Goal 2.1 Build Wagga Wagga's profile as a leading regional events destination.</p> <p>Various items noted for consideration during implementation stage of strategy.</p>	N/A

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>Wagga can also play to its advantage for winter riding as a cycling destination that doesn't have the harsh winters of the more mountainous regions; and is a little warmer than nearby Canberra</p> <ul style="list-style-type: none"> • A series of events can be leveraged for gamification purposes for locals and visiting cyclists. • encourages continued participation and repeat visitation • can be used to keep visitors (and locals) in the region over the school holiday period • could be used in collaboration and partnership with Sea Otter (Canberra) in future years • creates a sense of their being a lot to do/ride in the region tying cycling experiences and events with other local attractions is always of benefit <p>You could consider some sort of an online 'passport' to encourage people to collect as many 'stamps' as possible.</p> <ul style="list-style-type: none"> • Ride High Country 7Peaks Challenge is a good example; using the Strava cycling platform as their 'online passport' and with roadside signage also letting people know the start and end of the 7Peaks climbs - 			

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>https://www.ridehighcountry.com.au/7-peaks/</p> <ul style="list-style-type: none"> Bicycle Network (membership-based group in Vic) have an existing app, Riderlog; which can be used for a similar purpose - https://www.bicyclenetwork.com.au/our-services/riderlog/ I've worked with Bicycle Network in the past, while with ACT Govt, to modify and rebrand the app for our specific purpose. Pedal Power ACT have another example and with their own bespoke app - CycleWorks Challenge https://cycle-works.com.au/ And there's also Love To Ride; US based but with a staff member in Brisbane, Christina Sorbello - christina@lovetoride.net https://www.lovetoride.net/global?locale=en-GB while these last two have a focus on active travel rather than bicycle tourism, they could be modified and used very easily for bicycle tourism purposes <p>Cycling events will become increasingly important to utilise the MultiSport Cycling Complex and maximise Council's investment here.</p>			

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>Also opportunity here to cater for groups; cycling clubs; training camps... Could be a good target for Sydney and Melbourne based cycling and triathlon clubs - get away from the City for your next club/group training camp...</p> <p>Can also consider multi-day cycling events - these don't have to be long or hard; giving people an opportunity to spend some time each day on a bike; and plenty of time off the bike and enjoying other local experiences, businesses and attractions.</p> <p>Hybrid events can be a real novelty and help to differentiate Wagga. Cycling and....another interest/theme eg sustainability/environment/nature (many options!!); and can tie in to many other elements of the Strategy and Action Plan</p> <p>opportunity for cycling event in January (I know it's hot but so too is Adelaide) en route for those driving to Tour Down Under in Adelaide late Jan each year. Maximises school holiday opportunity; road trips; and time availability during the peak holiday period</p> <p>Summary :cycling events, including a series of events, are a great way to promote the</p>			

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	region as a cycling destination; to attract repeat visitation; to attract longer stays; to attract 'staycations' from locals; to plant a seed as part of your marketing and promotion exercises that the region is a cycling destination; and to tie in local businesses with cycling experiences. win-win!			
Charles Sturt University	Feedback provided at workshop	Noted as general support for plan.		N/A
Gears and Beers	<p>Improvements to the riverside precinct should assist in providing a more user-friendly event space. This area would need to have good toilet and shower facilities. Good lighting, shade and power infrastructure.</p> <p>Space limitation on using the Victory Memorial Gardens - it's not large enough to cope with increased numbers of participants. Accommodation options at the cheaper end of the scale - people wanting to camp.</p> <p>Support from the Council in the form of funding and assistance from employed event managers.</p> <p>More structured interaction with event organisers.</p>	<p>Support for improvements to infrastructure ie. Riverside and working with accommodation operators, particularly camping at events.</p> <p>Highlighted Council resourcing of funding for events to use for employing event managers.</p> <p>Suggestion for more structured interaction with event organisers.</p>	<p>Noted in support of Strategic Goal 1.2 and 3.2.</p> <p>Noted in support of Strategic Goal 1.3.</p> <p>The importance of support towards event organisers is noted for ongoing resourcing, training, networking and funding.</p>	N/A

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>A round of the V8 supercars in Wagga on a street circuit. We have wide enough streets to make it work very well. Cross country running event.</p> <p>Our location is a unique one located between major capital cities and we need to capitalize on that.</p>			
Lake Run and Ride	<p>Traffic Management Planning and approvals Committee Volunteers and volunteers to help run the event Promotions – awareness are the top limitations to running events.</p> <p>Opportunity to develop a marque event to build Wagga's reputation as well as a major (national/international) conference event associated with Henty Field Days (e.g Tech in Ag conference)</p> <p>Build on Beers & Gears</p> <p>Conference - Agri (tech, management, etc), Health Sporting Use of the River and other Wagga facilities</p>	Supported the development of a 'marquee event'. Highlighted key issues as traffic management planning/approvals, staffing of events (volunteers) and event promotions.	Noted in support of Strategic Goals 2.1 and 1.1	N/A
Anonymous Accommodation operator	Accommodation operators need to work together to limit room stock on online travel agencies.	Suggestions for engagement between accommodation operators	Comments noted for future tourism workshops, not	N/A

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>Accommodation operators to be given advance notice of dates before the public so that rates can be adjusted.</p> <p>Suggestion of a Tamworth style Country Music Festival in Wagga over 5 days, see what other regional events in Australia could adapt to Wagga, enlarge and fast track the cycle development outside Wagga.</p>	in relation to the use of online travel agencies.	addressed in this Strategy.	
Wagga MTB Club	MTB Club would be excited to be involved in assisting with running events to coincide with a Active Wagga Festival to celebrate and promote ATP and Pomingalarna MSCC.	Overall support for strategy, particularly 2.1 and the development of a cycling destination event.	Noted in support of Strategic Goal 2.1	N/A
Adam Bannister	<p>Page 20 - Weakness identified of "limited collaboration in industry" is something that needs addressing. Many competing small operators who are very hesitant to share projects/ideas, lack of opportunities to grow local industry, more chance a visiting event will bring their own suppliers from out of town or will have a poor experience with local suppliers who are overstretching themselves. I feel this is a key problem but isn't something easily tackled by this strategy.</p> <p>Page 28 - Niche business events - 3-5 pa. This is not enough. I understand bidding costs may be prohibitive and being realistic</p>	<p>Overall support for the plan with an emphasis on encouraging growth for niche business events/conferencing.</p> <p>Support for investment in a major event space as outlined in the 2009 Riverside Strategic Master Plan.</p> <p>Comment noted. This number is in addition to bidding that occurs in the commercial sector.</p>	Noted in support of Strategic Goals 1.2, 2.2 and 2.3.	N/A

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>we currently don't have the venues to host many national conferences/exhibitions, however the opportunity for mid-week visitation and by extension return tourism by increasing our attractiveness for small-mid level conferences is huge.</p> <p>Page 30-31. I am biased because most of my work is corporate however I believe the niche business category of events could do with more work emphasis. It is the only category in that list that isn't competing for the prime calendar slots and is usually run by professional organisers so the council involvement (except in scoping and early run up) will be minimised. It also draws from a different set of venues and suppliers so there is less pressure on competition with other events in town. I believe the (from council's perspective) passive income from activating Wagga as a business event destination could be great. As an extension to this I would like to see a spin-off of the tourism partner program which focuses on business tourism.</p> <p>Page 34 - 2.2 Strengthening investment through events attraction - Advertising the city in industry specific media should be considered. Love the idea of a Fam trip for proposed event organisers.</p>			

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
	<p>2.3 Build the capacity of local event organisers and industry - this is a bit light on actual capacity building. I believe there is a lack of opportunity to develop the core skills of event project management locally, could there be some opportunities for skills workshops/sponsored courses?</p> <p>Overall: Council capacity for delivering events internally (staffing levels, fatigue, burn out) is something I've noticed several times so I am very pleased to see it being addressed.</p> <ul style="list-style-type: none"> Please build us the 'Major Community Facility' as outlined at 'The Bend' in the 2009 Riverside Strategic Master Plan. That style of event space is severely lacking from the wagga CBD. 			
Wagga View (anonymous submission)	I believe that The Wagga Wagga City should put funding towards event and advertisers for such events. Wagga has nothing for family's to do in the holiday and or weekend. Doing 1 big event each month will help reduce that annoyance of Wagga having nothing that is family friendly.	General support for Strategic Goal 2.1.	Noted as general support of 2.1.	N/A
Wagga View (anonymous submission)	Looks fantastic! No objections	General support for strategy.	Noted as general support.	N/A

Source	Submission/Response	Summary of Feedback	Action	Recommended changes
Wagga View (anonymous submission)	It would be great to see the WWCC Events Team expand to have the capability to deliver top quality Events themselves. I find it frustrating when WWCC are offering large grants which could go to inexperienced event organisers. I would rather see more great quality events delivered by council like Fusion, Spring Jam and Lost Lanes. With a larger team this would be possible. It would also bring more experienced events workers into town.	Support for additional resourcing within Council.	Noted in support of 2.3 – event organiser professional development.	N/A
Wagga View (anonymous submission)	It's great to see this document has been developed. Business Events are briefly mentioned, however I believe this is an area that could be further developed and have a greater emphasis. There is a huge push for business events at every level of government at the moment and there is real opportunity for this to be capitalised on from Wagga's perspective.	General support for strategy and specific support for development of business events in particular Strategic Goal 2.2.	Amend 2.2	2.2 Amend to include Action <i>"Continue to work with DNSW and local conference venues to develop and promote the city as a niche business conference location, targeting innovative and progressive conference initiatives that align to the city's business/industry priorities eg. Health/knowledge, transport, agriculture."</i>

RP-9 14 SEPTEMBER 2020 COUNCIL MEETING**Author:** Neil McDermott**Director:** Peter Thompson

Summary: This Report proposes the addition of an Ordinary Meeting of Council in September 2020, due to the postponement of the NSW Local Government Elections previously set down for 12 September 2020.

Recommendation

That Council endorse an Ordinary Council Meeting be held on Monday, 14 September 2020.

Report

Council is required under Section 365 of the *Local Government Act* 1993 to meet at least 10 times each year, each time in a different month.

On 28 October 2019 Council adopted a calendar of meeting dates for January to December 2020, and which provided for the continuation of two monthly meetings according to the adopted position of Council. As the NSW Local Government Elections were scheduled for 12 September 2020, only one meeting date in September was endorsed, as recommended.

Since that time, on 25 March 2020 the Minister for Local Government postponed the NSW Local Government Elections for twelve months due to the COVID-19 pandemic.

Therefore, this Report recommends an additional meeting for September, in accordance with the established practice where Council meetings are generally scheduled for the second and fourth Monday of each month.

Financial Implications

N/A

Policy and Legislation

S318B – *Local Government Act* 1993 (NSW)

Link to Strategic Plan

Community Leadership and Collaboration

Objective: City of Wagga Wagga services reflect the needs of the community

Outcome: The City of Wagga Wagga has efficient and effective processes

Risk Management Issues for Council

N/A

Internal / External Consultation

N/A

RP-10 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 information about “way finding” on the Wiradjuri Walking Track at the Travers Street roundabout near the highway.

Staff will investigate the opportunity for additional way finding signage to be installed in this location. A Councillor workshop was also held on 18 May on the development of a Wiradjuri Walking Track master plan which discusses the future provision of way finding.

Councillor T Koschel requested Council do some social media in relation International Nurses Day.

Social media was undertaken on the 12 May 2020 to acknowledge International Nurses Day 2020.

Councillor V Keenan requested an update on status of Council’s Advocacy Plan following an earlier Notice of Motion.

The draft Advocacy Plan was reviewed by the Executive Team and 19 May 2020. It is expected that the draft will be distributed to Councillors on 22 May 2020 before a workshop on 1 June 2020. Staff are also developing a digital interface for the plan so it doesn’t become a document that sits on a shelf. Each item identified in the plan will be listed on Council’s website with links to further information on each item through fact sheets, reports and project pages.

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

COMMITTEE MINUTES

M-1 TRAFFIC COMMITTEE – MEETINGS HELD 28 APRIL 2020 AND 14 MAY 2020

Author: Bill Harvey
Director: Caroline Angel

Summary:

The Local Traffic Committee met for an extra-ordinary meeting on 28 April to consider the implications of the establishment of a public school on Estella Road. An ordinary meeting of Traffic Committee was held on 14 May 2020 at which four reports were presented.

The Minutes of both meetings are attached for Councillors' reference.

Recommendation

That Council:

- a receive the Minutes of the Extra-ordinary Traffic Committee meeting held on 28 April 2020
- b receive the Minutes of the Ordinary Traffic Committee Meeting held on 14 May 2020
- c endorse the recommendations of the Traffic Committee in respect of both meetings

Report

The Extra-ordinary Meeting of the Traffic Committee held on 28 April 2020 was in response to the recommendation of Traffic Committee on 12 March 2020 at RP-13. The substance of that recommendation was that Traffic Committee meet with the project management team associated with the construction of a public school on Estella Road. Several issues that related to traffic access to and from the site were unclear.

Traffic Committee met with members of the planning and project management team for this development. A set of recommendations is presented in the minutes dealing with treatment of various traffic issues around the site. It is expected that, subject to Council confirmation, the recommendations will be provided to the project managers and designers, providing guidance on issues relating to the management of traffic around Estella Road and Gunn Drive.

Traffic Committee's scheduled meeting of 14 May 2020 was conducted by emailing reports for agenda items to members as the matters arose. This method of conducting Traffic Committee business is specifically permitted in the Transport for NSW guide for the operation of local Traffic Committees.

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	Raye Street – installation of a sight board near number 85	<i>Low</i>	\$300	Lines & Signs budget	Seeking Council endorsement
RP2	Dalman Parkway – NO PARKING zone across driveway to Riverina Gums Retirement Village	<i>Medium</i>	\$350	Lines & Signs budget	Seeking Council endorsement
RP3	Lakeside Drive and Lake Albert Road – Bus Interchange	<i>Nil</i>	\$125,000	Transport for NSW Project	Seeking Council endorsement
RP4	Forsyth Street between Baylis Street and Berry Street – Prevention of U-Turns	<i>High</i>	\$700	Lines & Signs budget	Seeking Council endorsement

Items of Particular Interest

RP-3 Lakeside Drive and Lake Albert Road – Bus Interchange

This matter arose as part of the project that is being run by Transport for NSW (TfNSW) to improve the public bus service in Wagga Wagga. Changes to the bus routes have resulted in the need for passengers to interchange between services at the intersection. Suitable infrastructure in the form of bus zones, paths and shelters are required. The overall project is being funded by TfNSW.

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 14 May 2020	Current Available Budget
RP1, RP2, RP4	\$300 \$350 \$700 \$1,350	Lines & Signs	\$360,514	\$318,977	\$41,537

In regards to RP-3 Lakeside Drive and Lake Albert Road – Bus Interchange project, this is still in the initial stages with funding still to be determined. If this is a project that Council undertakes in the future, a further report to Council will be provided.

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 - Extraordinary Meeting - 28 April 2020
- 2   Traffic Committee Minutes - Meeting - 14 May 2020

MINUTES of the extra-ordinary **TRAFFIC COMMITTEE** meeting held on **Wednesday 29 April 2020**.

PRESENT

Katherine Boulton	(Transport for NSW)
Councillor Dan Hayes	(City of Wagga Wagga)
Sergeant Steven Bloomfield	(NSW Police)
Peter Braneley	(Representing the Local Member, Dr McGirr)

IN ATTENDANCE

Peter Ross	Council's Manager Technical and Strategy
Bill Harvey	Council's Senior Traffic Officer (Chairman)

By Video Link

Robert McNight	TSA Management, Project Manager
Dora Choi	GTA Traffic Consultants

The meeting of the Traffic Committee was held at the Alan Turner Depot meeting room, commencing at 10:45am.

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.

DECLARATIONS OF INTEREST

No Declarations of Interest were received.

REPORTS

**RP-1 TRAFFIC FACILITIES ON ESTELLA ROAD AND GUNN DRIVE
ASSOCIATED WITH THE ESTELLA PUBLIC SCHOOL
DEVELOPMENT**

Recommendation:

On the Motion of K Boulton and S Bloomfield

That the Traffic Committee recommends that the following treatments be implemented in respect of the establishment of a public school on Estella Road opposite the intersection with Gunn Drive:

- a The pedestrian facility for crossing Estella Road should take the form of a compliant 'Children's Crossing' as per the provisions of AS1742.10 and the

MINUTES of the extra-ordinary **TRAFFIC COMMITTEE** meeting held on **Wednesday 29 April 2020**.

associated supplement to that document that is provided by Transport for NSW

- b The Children's Crossing that is mentioned at point 'a' should be moved a distance that is further to the east than is shown on diagrams that have been provided by the developer with the aim of accommodating the provisions of point 'h'
- c It is contrary to optimum safety to have a pedestrian refuge on Estella Road as part of a Children's Crossing
- d The bus bay facility that is planned for Estella Road on the eastern side of the intersection with Gunn Drive should be extended to accommodate at least three buses
- e The bus bay facility that is planned for Estella Road should be moved towards the east so as to accommodate the provisions of points 'h' and 'b'
- f Entry and exit for buses at the bus bay should only permitted by left turn movements
- g Installation of a compliant street lighting regime in the area around the crossing point on Estella Road and for the length of the boundary of the school that faces Estella Road
- h The exit from the drop off and pickup zone (DOPUZ), as shown on the diagram supplied by the developer, should be moved from directly opposite the intersection with Gunn Drive to a point that is east of Gunn Drive so that there is clear separation of these two points of access to Estella Road
- i The access to the DOPUZ for west bound traffic on Estella Road should be through a compliant channelised right turn (short) facility
- j The sealed width of Estella Road be increased if necessary to accommodate the facility that is mentioned at point 'i'
- k Design of the exit from the staff car park should be done in such a way that directs drivers to use the length of the DOPUZ to enter Estella Road and prevents drivers from exiting to the road through the DOPUZ entry
- l Full kerb and gutter treatment be implemented along the southern side of Estella Road from a point that is at least 25 metres east of the Children's Crossing to 25 metres west of the western boundary of the school property
- m The length of kerb and gutter that is mentioned at point 'l' be controlled by the installation of a NO STOPPING zone, using standard R5-400 series signs, over that full distance
- n A compliant pedestrian refuge be constructed on Gunn Drive between the intersections with Estella Road and Pugsley Avenue
- o The splitter island in the norther side of the pedestrian refuge that is mentioned at point 'n' should be extended as a centre island to the intersection with Estella Road

MINUTES of the extra-ordinary **TRAFFIC COMMITTEE** meeting held on **Wednesday 29 April 2020**.

- p Installation of compliant street lighting on the northern end of Gunn Drive to illuminate the raised structure that is constructed on Gunn Drive as per the recommendation at points 'n' and 'o'.

CARRIED

POINTS OF DISCUSSION

- There was significant discussion about the merits of a marked pedestrian (zebra) crossing compared to a Children's crossing. In the final vote, Councillor Hayes asked that it be noted that he would prefer a marked pedestrian crossing in preference to a Children's crossing.
- In respect of the crossing type, it was noted that AS1742.10, Transport for NSW Supplements and the Austroads Guide to Traffic Management Part 8 all preclude the use of a marked pedestrian crossing in this situation as:
 - the speed limit on Estella Road exceeds 60 km/h, and
 - the site will not meet the warrants that include the number of pedestrians and number of passing vehicles.
- It is very undesirable for a Children's crossing to incorporate a pedestrian refuge in its formation.
- The locations of the pedestrian crossing point, the exit from the DOPUZ and the bus bay were discussed at length. It was decided that the position of the exit from the DOPUZ, as shown by the developer's diagram as opposite the intersection with Gunn Drive, would be likely to cause a confusing and perhaps dangerous situation for drivers. It was agreed that the exit from the DOPUZ should be moved to a point that is east of the intersection with Gunn Drive to a point where proximity of the two entry points to Estella Road will not be a danger to each other.
- As a result of the decision that the exit from the DOPUZ should be moved towards the east, it was further decided that the pedestrian facility over Estella Road and the Bus Bay should also be moved towards the east.
- The number of buses for which the bus bay in the developer's diagram was planned to accommodate seemed very low. Members asked that the bus bay be designed to accommodate at least three x 12.5 metre long buses at one time.
- Entry and exit at the bus bay facility must be by left turn movements as there is insufficient width in the road reserve of Estella Road to build a facility that would effectively enable a bus to make a U-turn when entering or leaving the bus bay.
- The facility that enables west bound traffic on Estella Road to enter the DOPUZ should take the format of a channelised right turn (short) facility so as to enable right turning traffic to move out of the line of travel of west bound through traffic. This initiative has proven to reduce the risk of rear end collisions in similar circumstances.
- The way that drivers exit the staff car park is of concern. Drivers should not be able to exit that car park onto Estella Road through the entry driveway to the DOPUZ. Traffic Committee have asked that the developer's traffic designer formulate a design that prevents that situation.
- There is concern that children may be dropped off on the southern side of Estella Road opposite the DOPUZ. It is recommended that kerb and gutter be

MINUTES of the extra-ordinary **TRAFFIC COMMITTEE** meeting held on **Wednesday 29 April 2020**.

installed over the 25 metre length on the approach to the Children's Crossing, through to a point that is west of the school boundary and that the kerb be controlled by installing a NO STOPPING zone over that full length. It is mandatory that the 25 metre approach to the crossing is controlled by a NO STOPPING zone.

- The way that pedestrians can safely be moved from the western side of Gunn Drive to the pedestrian facility on Estella Road was considered. The installation of a pedestrian refuge was considered to be the most appropriate treatment. The northern end of the splitter island can be extended to the intersection with Estella Road to square the intersection and slow traffic that turns into Gunn Drive from Estella Road.
- Compliant street lighting is required where any structure is built on a road that is higher than the road seal.
- Consideration being given to installing pedestrian fencing on the length of the median island that is on the outside of the DOPUZ to dissuade pedestrians from crossing Estella Road at that point.

The Traffic Committee rose at 12:45pm.

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 14 May 2020**.

PRESENT

Councillor Dan Hayes
Katherine Boulton (TfNSW)
Sgt Steven Bloomfield (NSW Police)
Peter Braneley (Local Member's Representative)

IN ATTENDANCE

Mr Bill Harvey Senior Traffic Officer

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 12 MARCH 2020

Recommendation:

On the Motion of K Boulton and S Bloomfield

That the Minutes of the proceedings of the Traffic Committee Meeting held on 12 March 2020 be confirmed as a true and accurate record.

CARRIED

DECLARATIONS OF INTEREST

No declarations of interest were received.

REPORTS

RP-1 RAYE STREET - INSTALLATION OF A SIGHT BOARD NEAR NUMBER 85

Recommendation:

On the Motion of K Boulton and S Bloomfield

That the Traffic Committee members note that the following matter was sent to members by email on 24 April 2020 with members responding in favour of the recommendation.

MINUTES of the **TRAFFIC COMMITTEE** held on Thursday 14 May 2020.

Traffic Committee recommends the installation of an 'A' size D4-1-1 sight board behind the eastern kerb of Raye Street, in front of number 85, facing east bound traffic in Raye Street

CARRIED

RP-2 DALMAN PARKING - NO PARKING ZONE ACROSS DRIVEWAY TO RIVERINA GUMS RETIREMENT VILLAGE

Recommendation:

On the Motion of K Boulton and S Bloomfield

That the Traffic Committee:

- a note that the following matter was distributed to members by email on 21 April 2020 with members responding in favour of the recommendation
- b recommends the installation of a length of NO PARKING zone, using standard R5-40 series signs, on the southern kerb of Dalman Parkway, commencing six metres on the western side of the main driveway to number 44, Riverina Gums Retirement Village, and extending towards the east to the eastern side of the first individual driveway that is associated with that development, an overall distance of 31 metres

CARRIED

Points of Discussion

This matter arose as a result of a request from the facility management after concerns were raised by residents.

RP-3 LAKESIDE DRIVE AND LAKE ALBERT ROAD - BUS INTERCHANGE

Recommendation:

On the Motion of Councillors K Boulton and S Bloomfield

Traffic Committee members note that the following matter was distributed to members by email on 9 April 2020 with members responding in favour of the recommendation.

That the Traffic Committee recommends that:

- a 18 metres at the eastern end of the existing BUS ZONES that are on both sides of Lakeside Drive near the intersection with Lake Albert Road be changed from only operating in the periods before and after school to operating for the standard BUS ZONE times in Wagga Wagga by adding the following words, '7am to 7pm / Sun – Wed / 7am to 10pm / Thu – Sat'
- b remaining 42 metres of existing BUS ZONE on both sides of Lakeside Drive should not change

MINUTES of the TRAFFIC COMMITTEE held on Thursday 14 May 2020.

- c construction of a bus shelter and a connecting path at the BUS ZONE on the southern side of Lakeside Drive, as indicated in the attached diagram
- d installation of an 18 metre length of BUS ZONE, using standard R5-20 series signs with the additional words, '7am to 7pm / Sun – Wed / 7am to 10pm / Thu – Sat', on the western side of Lake Albert Road about 30 metres north of the intersection with Lakeside Drive
- e construction of a hard stand area off the western side of Lake Albert Road to ensure that the BUS ZONE that is mentioned at point 'd' does not interfere with north bound traffic
- f construction of a bus shelter and a connecting path at the bus zone that is mentioned at point 'd', as indicated in the attached diagram
- g installation of an 18 metre length of BUS ZONE, using standard R5-20 series signs with the additional words, '7am to 7pm / Sun – Wed / 7am to 10pm / Thu – Sat', on the eastern side of Lake Albert Road opposite the intersection with Lakeside Drive, as indicated in the attached diagram
- h construction of a hard stand area off the eastern side of Lake Albert Road to ensure that the BUS ZONE that is mentioned at point 'g' does not interfere with south bound traffic
- i construction of a pedestrian friendly all-weather surface at the BUS ZONE that is mentioned at point 'g' that provides connection between a stopped bus and the existing pedestrian footpath
- j construction of a pedestrian refuge on Lake Albert Road about 25 metres south of the intersection with Lakeside Drive, with the aim of assisting pedestrians to cross Lake Albert Road between the BUS ZONE that is mentioned and point 'g' and the BUS ZONE that is mentioned in point 'a', as shown in the attached diagram
- k installation of R2-3AA KEEP LEFT signs on the ends of the refuge islands that are mentioned at point 'j', facing approaching traffic

CARRIED

Points of Discussion

This is the minimum additional controls and infrastructure that are required to provide an interchange facility at this location.

It is expected that the cost of implementation of this recommendation will be met as part of the overall project to improve the public bus service in Wagga Wagga.

MINUTES of the **TRAFFIC COMMITTEE** held on **Thursday 14 May 2020**.

RP-4 FORSYTH STREET BETWEEN BAYLIS STREET AND BERRY STREET - PREVENTION OF U-TURNS

Recommendation:

On the Motion of Councillors B Harvey and S Bloomfield

Traffic Committee members note that the following matter was distributed to members by way of email on 6 April 2020 with members responding in favour of the recommendation.

That the Traffic Committee recommends that:

- a U turns be denied on the length of Forsyth Street between Baylis Street and Berry Street by:
- b in the short term, installing 'A' size R2-5 NO U TURN signs at each of the three breaks in existing median islands on that section of road, facing traffic travelling in both directions as per the attached diagram, and
- c in the long term, design and construct a continuous median island, broken only by the pedestrian traffic signals at the mid-block point.

CARRIED

Points of Discussion

This matter has been raised as a result of the number of drivers who are making U turns on Forsyth Street at locations that were not intended to accommodate such manoeuvres.

The volume of pedestrian and vehicle traffic in the area causes a situation that makes U-turns an unnecessarily dangerous movement.

There are adequate safe places to reverse direction nearby that requires little extra travel for a driver to make a turn at a place where it is safe to do so.

QUESTIONS WITH NOTICE

Sergeant Bloomfield asked that consideration be given to the east-west link that is formed by Leavenworth Drive and Stanley Street after a recent fail to stop motor vehicle crash that was contributed to by the apparent excessive speed of the offending driver.

The Traffic Committee rose at 9:20am – all matters were dealt with by email as is permitted by the instructions on the operation of Traffic Committee.

QUESTIONS/BUSINESS WITH NOTICE

CONFIDENTIAL REPORTS**CONF-1 2019/20 LOAN FACILITY**

Author: Zachary Wilson
Director: Natalie Te Pohe

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

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

CONF-2 RFT2020-01 RIFL HUB 2 AND 3 DESIGN AND CONSTRUCT

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

CONF-3 RFT2020-15 ASHMONT PUMP STATION, SEWER AND RISING MAIN

Author: Rupesh Shah
Director: Caroline Angel

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

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

**CONF-4 RFT2020-28 MUSEUM REDEVELOPMENT DESIGN &
CONSTRUCTION****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-5 RFT2020-21 CATTLE FAN DRAFT CONSTRUCTION LMC

Author: Darryl Woods
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-6 RFT2020-30 LIVESTOCK MARKETING CENTRE SHEEP YARD
DESIGN & CONSTRUCTION**

Author: Darryl Woods
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-7 TENANT HARDSHIP

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: -

- (b) discussion in relation to the personal hardship of a resident or ratepayer.

**CONF-8 SEWER EASMENT ACQUISITION - 112 HARRIS ROAD,
GOBBAGOMBALIN - LOT 1 DP1253252 -**

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 11 May 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 Kerry Pascoe
Councillor Dallas Tout

IN ATTENDANCE

General Manager	(Mr P Thompson)
Director Corporate Services	(Mrs N Te Pohe)
Director Community	(Mrs J Summerhayes)
Director Commercial Operations	(Ms C Angel)
Director Regional Activation	(Mr M Keys)
Manager Audit, Risk & Governance	(Ms I Hensley)
Manager Finance	(Mrs C Rodney)
Manager Community Services	(Ms M Scully)
Manager Corporate Strategy & Communications	(Mr S Gray)
Manager Procurement Services	(Mr D Butterfield)
Manager Development Assessment & Building Certification	(Mr P O'Brien)
Corporate Governance Coordinator	(Mrs N Johnson)
Strategic Asset Planner (Parks & Recreation)	(Mr B Creighton)

PRAYER

Almighty God,

Help protect our Mayor, elected Councillors and staff.

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

Amen.

ACKNOWLEDGEMENT OF COUNTRY

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

This is page 1 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **11 MAY 2020**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 11 May 2020.

APOLOGIES

No apologies received.

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 27 APRIL 2020

20/ RESOLVED:
On the Motion of Councillors R Kendall and D Tout

That the Minutes of the proceedings of the Ordinary Council Meeting held on 27 April 2020 be confirmed as a true and accurate record.

CARRIED

CM-2 EXTRAORDINARY COUNCIL MEETING - 22 APRIL 2020

20/157 RESOLVED:
On the Motion of Councillors T Koschel and V Keenan

That the Minutes of the proceedings of the Extraordinary Council Meeting held on 22 April 2020 be confirmed as a true and accurate record.

CARRIED

DECLARATIONS OF INTEREST

Councillor P Funnell declared a Non-Significant Non-Pecuniary Interest in NOM-1 NOTICE OF MOTION - EMERGENCY ALLOCATION OF WATER IN THE SOUTHERN BASIN the reason being that he is an irrigator on the central Murrumbidgee system. However, he uses ground water and has a water access licence to the river for 8meg. The motion in no way impacts, effects or benefits his farm or himself. Further, his access licence has not been used since 2011 and is not equipped. Councillor P Funnell remained in the meeting during its consideration.

Councillor P Funnell declared a Non-Significant Non-Pecuniary Interest in RP-1 DA20/0009 - DEMOLITION OF GARAGE, NEW DOUBLE GARAGE WITH UPPER FLOOR LOFT AREA, INTERNAL ALTERATIONS TO DWELLING AND BOUNDARY WALL TO REAR AT 21 FOX STREET, WAGGA WAGGA, LOT A DP 175176 the reason being the applicant is a former neighbour of his.

Councillor R Kendall declared a Pecuniary Interest in RP-3 AMENDMENT TO COUNCIL'S FEES AND CHARGES the reason being that last week an investment company he has an interest in, determined they will submit an application(s) to Council

This is page 2 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **11 MAY 2020**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 11 May 2020.

that will result in a direct saving to that entity, and vacated the meeting during its consideration.

Councillor R Kendall declared a Significant Non-Pecuniary Interest in CONF-1 REQUEST FOR PAYMENT ARRANGEMENTS DUE TO COVID-19 IMPACT the reason being that a local charity he chair's has determined it will submit an application(s) to Council for support (rental rebate) due to COVID 19 and vacated the meeting during its consideration.

Councillor R Kendall declared a Non-Significant Non-Pecuniary Interest in CONF-2 RFT 2020-19 SUPPLY OF A TELEMATICS GLOBAL POSITIONING SYSTEM the reason being that the principal of one of the tenderers is a close neighbour and remained in the meeting during its consideration.

Councillor K Pascoe declared a Non-Significant, Non-Pecuniary Interest in CONF-1 REQUEST FOR PAYMENT ARRANGEMENTS DUE TO COVID-19 IMPACT the reason being that he has an interest with an organisation named in the report and remained in the meeting during its consideration.

Councillor D Tout declared a Significant Non-Pecuniary Interest in CONF-2 RFT2020-19 SUPPLY OF A TELEMATICS GLOBAL POSITIONING SYSTEM the reason being that a staff member who reports to him at his workplace is a co-principal and part owner of one of the tendering companies and vacated the meeting during its consideration.

PROCEDURAL MOTION - ENGLOBO

20/158 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

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

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

That RP-2, RP-4 and RP-5 be adopted as recommended in the business papers

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 **11 MAY 2020**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 11 May 2020.

PUBLIC DISCUSSION FORUM

RP-1 DA20/0009 - DEMOLITION OF GARAGE, NEW DOUBLE GARAGE WITH UPPER FLOOR LOFT AREA, INTERNAL ALTERATIONS TO DWELLING AND BOUNDARY WALL TO REAR AT 21 FOX STREET, WAGGA WAGGA, LOT A DP 175176

- Kate Roberts – speaking in favour of the report

PROCEDURAL MOTION - CHANGE OF STANDING ORDERS

20/159 RESOLVED:

On the Motion of Councillors D Tout and R Kendall

That Council bring forward consideration of RP-1 DA20/0009 - DEMOLITION OF GARAGE, NEW DOUBLE GARAGE WITH UPPER FLOOR LOFT AREA, INTERNAL ALTERATIONS TO DWELLING AND BOUNDARY WALL TO REAR AT 21 FOX STREET, WAGGA WAGGA, LOT A DP 175176 to follow the public discussion forum.

CARRIED

RP-1 DA20/0009 - DEMOLITION OF GARAGE, NEW DOUBLE GARAGE WITH UPPER FLOOR LOFT AREA, INTERNAL ALTERATIONS TO DWELLING AND BOUNDARY WALL TO REAR AT 21 FOX STREET, WAGGA WAGGA, LOT A DP 175176

20/160 RESOLVED:

On the Motion of Councillors D Hayes and P Funnell

That Council approve DA20/0009 for Demolition of garage, new double garage with upper floor loft area, internal alterations to dwelling and boundary wall to rear at 21 Fox Street, Wagga Wagga NSW 2650 subject to the conditions outlined in the Section 4.15 Assessment Report, along with the following additional condition:

Prior to the issue of a Construction Certificate a survey certificate, from a registered land surveyor, is to be submitted to the Certifying Authority detailing the position of all existing structures and fencing upon the land.

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 **11 MAY 2020**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 11 May 2020.

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

For the Motion

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

Against the Motion

MM-1 MAYORAL MINUTE - RIVERINA WATER DIVIDEND

A Motion was moved by The Mayor, Councillor G Conkey OAM

That Council request Riverina Water County Council (RWCC) consider payment of a one-off dividend from its 2018/19 year result to its four constituent Councils.

An AMENDMENT was moved by Councillors T Koschel and P Funnell

That Council defer consideration to the 25 May 2020 Ordinary Council Meeting.

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

RECORD OF VOTING ON THE MOTION

For the Amendment

Y Braid OAM
P Funnell
D Hayes
V Keenan
T Koschel
K Pascoe
D Tout

Against the Amendment

G Conkey OAM
R Kendall

20/161 RESOLVED:

On the Motion of Councillors T Koschel and P Funnell

That Council defer consideration to the 25 May 2020 Council Meeting.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

Y Braid OAM
G Conkey OAM
P Funnell
D Hayes

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 **11 MAY 2020**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 11 May 2020.

V Keenan
R Kendall
T Koschel
K Pascoe
D Tout

MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

NOM-1 NOTICE OF MOTION - EMERGENCY ALLOCATION OF WATER IN THE SOUTHERN BASIN

20/162 RESOLVED:

On the Motion of Councillors P Funnell and R Kendall

That Council:

- a make representation to the NSW Premier the Hon. Gladys Berejiklian MP, Deputy Premier the Hon. John Barilaro MP and Minister for Water, Property and Housing, the Hon. Melinda Pavey MP to immediately activate an emergency allocation of water in the Southern basin for food and fodder production in consultation with the relevant agricultural bodies
- b write to all Local Government Areas in NSW and the Office of Local Government requesting they make representation in alliance with our position
- c copy in all NSW Members of Parliament
- d make representation to the NSW Government calling for a National Royal Commission into the Murray Darling Basin Plan (MDBP)
- e make representation to the NSW Government calling for a water asset register to be created

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion
Y Braid OAM
G Conkey OAM
P Funnell
D Hayes
V Keenan
R Kendall
T Koschel
K Pascoe
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 **11 MAY 2020**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 11 May 2020.

REPORTS FROM STAFF

RP-2 NSW EMERGENCY RECOVERY GRANTS

20/163 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a accept \$100,000 in funding under the NSW Emergency Recovery grant scheme
- b allocate the \$100,000 funding to the villages as follows – Tarcutta (\$34,000), Humula (\$33,000), and Oberne (\$33,000)
- c authorise the General Manager or their delegate to enter into grant funding agreements with community groups from Tarcutta, Oberne, and Humula for the upgrade of facilities in their villages

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

RP-3 AMENDMENT TO COUNCIL'S FEES AND CHARGES

Councillor R Kendall declared a Pecuniary Interest and vacated the meeting, the time being 7:13pm.

20/164 RESOLVED:

On the Motion of Councillors T Koschel and D Hayes

That Council implement the fee amendments as detailed in attached Table A, which excludes the City Development fees (charges 0889-0899) and Passenger Service Charges (numbers 0127-0131) for the reasons outlined in this report.

CARRIED

This is page 7 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **11 MAY 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 11 May 2020**.

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

Councillor R Kendall re-entered the chamber, the time being 7:14pm.

RP-4 RESPONSE TO QUESTIONS/BUSINESS WITH NOTICE

20/165 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council receive and note the report.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

This is page 8 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **11 MAY 2020**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 11 May 2020**.

RP-5 LAKE ALBERT VEGETATION REMOVAL AND BOAT RAMP EXTENSION

20/166 RESOLVED:

On the Motion of Councillors R Kendall and K Pascoe

That Council:

- a** proceed with the proposed Lake Albert Vegetation removal and Boat Ramp extensions
- b** approve the waiving of disposal fees at the Gregadoo Waste Management Centre for waste generated from the projects
- c** authorise the General Manager or their delegate to enter into an agreement with the Wagga Wagga Sailing Club (on behalf of the Lake Albert Community Group) for the completion of 6 boat ramp extensions
- d** approve the budget variation/s 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
K Pascoe
D Tout

Against the Motion

QUESTIONS/BUSINESS WITH NOTICE

Councillor D Hayes requested information about "way finding" on the Wiradjuri Walking Track at the Travers Street roundabout near the highway.

Councillor T Koschel requested Council do some social media in relation International Nurses Day.

Councillor P Funnell thanked staff for the report to Council regarding maintenance to Lake Albert.

Councillor V Keenan requested an update on status of Council's Advocacy Plan following an earlier Notice of Motion.

This is page 9 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **11 MAY 2020**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 11 May 2020.

CLOSED COUNCIL

20/167 RESOLVED:

On the Motion of Councillors T Koschel and D Tout

That the Council now resolve itself into a Closed Council, the time being 7:17pm.

CARRIED

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

CONFIDENTIAL REPORTS

CONF-1 REQUEST FOR PAYMENT ARRANGEMENTS DUE TO COVID-19 IMPACT

Councillor R Kendall declared a Significant, Non-Pecuniary Interest and vacated the meeting, the time being 7:19pm.

20/168 RESOLVED:

On the Motion of Councillors D Hayes and P Funnell

That Council defer the monthly repayments for Debtor account 36840; and Rates and Charges for Lot 100 DP1012965 and Lot 10 DP1163676 for a period of 12 months with monthly repayments recommencing no later than 1 May 2021.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

Councillor R Kendall re-entered the meeting, the time being 7:20pm.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 11 May 2020**.

CONF-2 RFT2020-19 SUPPLY OF A TELEMATICS GLOBAL POSITIONING SYSTEM

Councillor D Tout declared a Significant Non-Pecuniary Interest and vacated the meeting, the time being 7:20pm.

20/169 RESOLVED:

On the Motion of Councillors D Hayes and K Pascoe

That Council:

- a accept the offer of Navman Wireless Australia Pty Ltd trading as Teletrac Navman (ABN: 50 123 981 457) for the supply of a Telematics Global Positioning System for their lump sum amount of \$408,040 excluding GST
- b authorise the General Manager or their delegate to enter into a contract with Navman Wireless Australia Pty Ltd trading as Teletrac Navman (ABN: 50 123 981 457) for the supply of a Telematics Global Positioning System for their lump sum amount of \$408,040 excluding GST
- c authorise the affixing of Council's Common Seal to all relevant documents as required

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

Councillor D Tout re-entered the chamber, the time being 7:21pm.

CONF-3 REVIEW OF SERVICE AREA

20/170 RESOLVED:

On the Motion of Councillors V Keenan and T Koschel

That:

- a Council close the Wagga Wagga Regional Family Day Care (FDC) Service under Wagga Wagga City Council, as the licensee, at 30 June 2020

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

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 11 May 2020**.

- b Council's decision in relation to the service area review be made public on 12 May 2020, with the publication of the minutes of this meeting, and that the reason Council wishes to delay the decision being made public is to allow communications with key stakeholders to occur

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

REVERSION TO OPEN COUNCIL

20/171 RESOLVED:
On the Motion of Councillors D Hayes and D Tout

That this meeting of the Closed Council revert to an open meeting of the Council, the time being 7:32pm.

CARRIED

THIS COMPLETED THE BUSINESS OF THE COUNCIL MEETING WHICH ROSE AT 7:34pm.

.....
MAYOR

This is page 12 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **11 MAY 2020**.

.....MAYORGENERAL MANAGER