

AGENDA AND BUSINESS PAPER

Ordinary Meeting of Council

**To be held on
MONDAY
20 JANUARY 2020
AT 6:00PM**

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

Phone: 1300 292 442
Fax: 02 6926 9199
Website: www.wagga.nsw.gov.au



NOTICE OF MEETING

In pursuance of the provisions of the Local Government Act, 1993 and the Regulations there under, notice is hereby given that an Ordinary Meeting of the Council of the City of Wagga Wagga will be held in the Council Chamber, Civic Centre, Corner Baylis and Morrow Streets, Wagga Wagga, on Monday 20 January 2020 at 6:00pm.

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



Mr Peter Thompson

General Manager

WAGGA WAGGA CITY COUNCILLORS



**Mayor
Councillor Greg
Conkey OAM**



**Deputy Mayor
Councillor Dallas
Tout**



**Councillor Yvonne
Braid**



**Councillor Paul
Funnell**



**Councillor Dan
Hayes**



**Councillor Vanessa
Keenan**



**Councillor Rod
Kendall**



**Councillor Tim
Koschel**

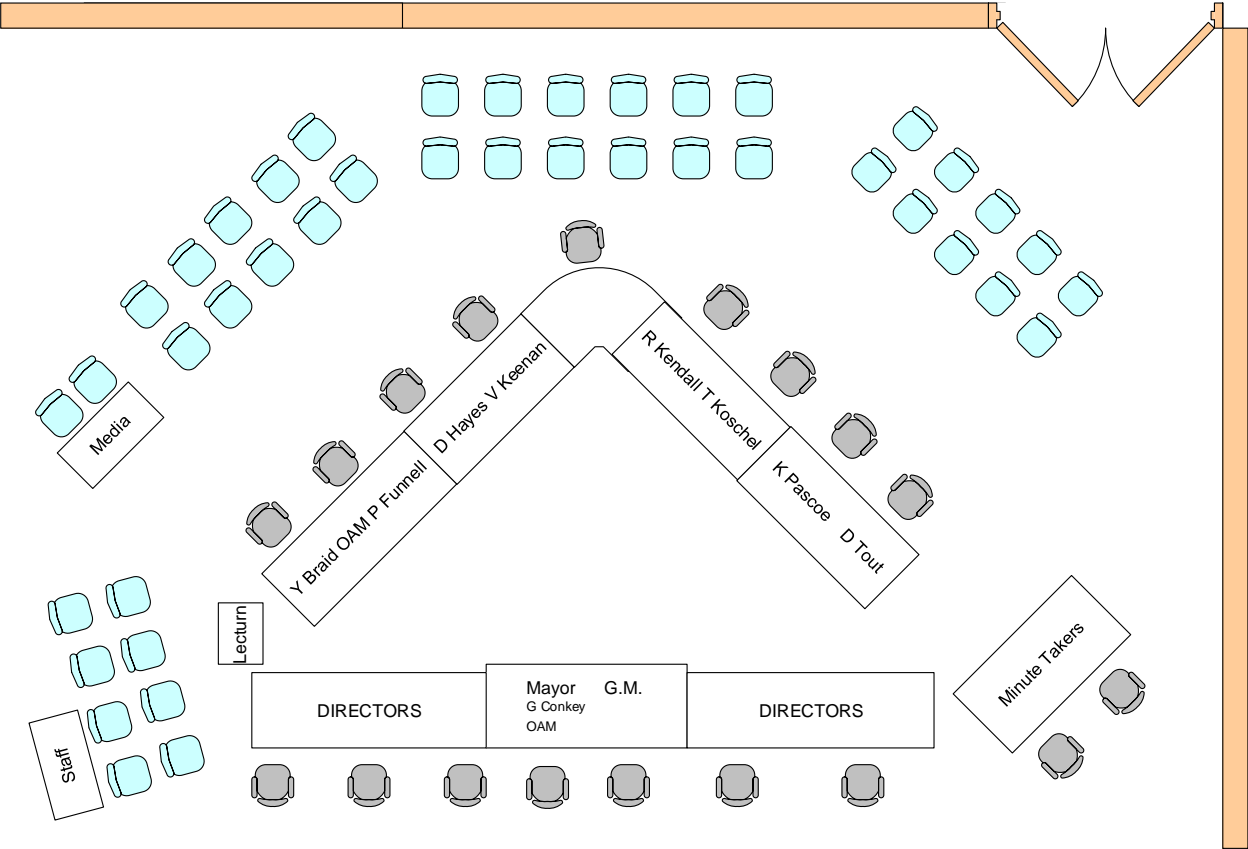


**Councillor Kerry
Pascoe**

QUORUM

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

COUNCIL MEETING ROOM



ORDINARY MEETING OF COUNCIL AGENDA AND BUSINESS PAPER

MONDAY 20 JANUARY 2020

ORDER OF BUSINESS:

CLAUSE	PRECIS	PAGE
	<u>PRAYER</u>	3
	<u>ACKNOWLEDGEMENT OF COUNTRY</u>	3
	<u>APOLOGIES</u>	3
	<u>CONFIRMATION OF MINUTES</u>	
CM-1	ORDINARY COUNCIL MEETING - 16 DECEMBER 2019	3
	<u>DECLARATIONS OF INTEREST</u>	3
	<u>MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN</u>	
NOM-1	COMMUNITY AND COUNCIL RESPONSE TO EXTREME WEATHER EVENTS	4
	<u>REPORTS FROM STAFF</u>	
RP-1	DA19/0412 - 2 LOT SUBDIVISION, 411 HAMPDEN AVENUE, CARTWRIGHTS HILL, NSW 2650	6
RP-2	FINANCIAL PERFORMANCE REPORT AS AT 31 DECEMBER 2019	11
RP-3	PROPOSED NEW FEE FOR THE 2019/20 FEES AND CHARGES	33
RP-4	WAGGA WAGGA BUSINESS CHAMBER MEMORANDUM OF UNDERSTANDING (MOU)	36
RP-5	ROADSIDE MEMORIALS POLICY - POL118	39
RP-6	AGENCY INFORMATION GUIDE	41
RP-7	WAGGA WAGGA CULTURAL PLAN 2020 – 2030	43
RP-8	BUDGET VARIATION: ENLIVEN PUBLIC ART PLAN 2017-21	48
RP-9	EVENTS STRATEGY AND ACTION PLAN 2020-2024	54
RP-10	UPGRADES TO STREET LIGHTING NETWORK	66
RP-11	PROPOSED DEVELOPMENT OF A DRAFT REGIONAL PROCUREMENT PREFERENCE POLICY	72
RP-12	86 HARRIS ROAD GOBBAGOMBALIN (DA18/0302) PROPOSAL TO DEFER DEVELOPER CONTRIBUTIONS	78
RP-13	CIVIC CENTRE LIGHTING UPGRADE COMPLETION	83
RP-14	RENEWAL OF COMMUNITY, CULTURAL AND SPORTING LEASE AND LICENCE AGREEMENTS EXPIRING DURING 2020	85
RP-15	PROPOSED LEASE FROM AUSTRALIAN RAIL TRACK CORPORATION FOR URANQUINTY RURAL FIRE SHED, REST STOP AND PLAYGROUND	89

COMMITTEE MINUTES

M-1	AUDIT RISK AND IMPROVEMENT COMMITTEE - 21 NOVEMBER 2019 AND AUDIT, RISK AND IMPROVEMENT COMMITTEE ANNUAL REPORT	91
M-2	FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE - MEETING HELD 3 DECEMBER 2019	94
M-3	SISTER CITY COMMUNITY COMMITTEE - MINUTES - 18 DECEMBER 2019	95

<u>QUESTIONS/BUSINESS WITH NOTICE</u>	96
--	----

CONFIDENTIAL REPORTS

CONF-1	PROPOSED LEASE RENEWAL TO THE LEISURE COMPANY INTEGRATED RECREATION INCORPORATED - 99 PETER STREET, WAGGA WAGGA	97
CONF-2	KOORINGAL RISING MAIN - PROPOSED EASEMENTS FOR RIGHT OF CARRIAGEWAY AND CHANGE TO EASEMENT TO DRAIN SEWAGE	98
CONF-3	AIRPORT TAXIWAY	99
CONF-4	RATEPAYER MATTER	100
CONF-5	RFT2020-13 FEASIBILITY STUDY FOR FLOOD MITIGATION OPTIONS FOR NORTH WAGGA AND SURROUNDING FLOODPLAIN AREA	101
CONF-6	RFQ2020-519 SUPPLY OF ONE 6X4 TRUCK WITH FIRE FIGHTING CAPABILITY	102
CONF-7	RFQ2020-517 SUPPLY OF TWO 4X2 TIP AND TILT TRAY TRUCKS	103

PRAYER

ACKNOWLEDGEMENT OF COUNTRY

APOLOGIES

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 16 DECEMBER 2019

Recommendation

That the Minutes of the proceedings of the Ordinary Council Meeting held on 16 December 2019 be confirmed as a true and accurate record.

Attachments

1.  Ordinary Council Meeting - 16 December 2019

DECLARATIONS OF INTEREST

MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN**NOM-1 COMMUNITY AND COUNCIL RESPONSE TO EXTREME WEATHER EVENTS**

Author: Councillor Vanessa Keenan

Summary: The purpose of this Notice of Motion is to receive a report that outlines that readiness of our community as a regional centre for the impacts of extreme weather events.

Recommendation

That Council:

- a note the impact of the devastating bushfires affecting communities around Australia including our own local government area and our neighbouring communities in Snowy Valleys and Greater Hume Shires
- b note the assistance Council is providing throughout this event through provision of staff, plant, facilities and services
- c receive a report outlining the readiness of our community as a regional centre for the impacts of extreme weather events such as bushfires and flooding and identify areas that need improvement or addressing

Report

The current natural disaster event that is impacting our region has had a significant impact on our community and Council such as;

- through direct impact of fire on property
- through health impacts from extended periods of poor air quality – particularly vulnerable members of the community such as the elderly, young children and those with respiratory issues
- through displacement of communities from surrounding areas to Wagga
- through mental health for those directly and indirectly impacted
- through redeployment of staff and plant equipment
- and through economic impacts of events such as this on retail, hospitality, accommodation and event sectors in our city and industries that contribute to the wide regional economy such as forestry and transport

As a regional centre, the City of Wagga can be significantly impacted by a natural disaster without being in any direct danger itself. It is important that Council and the community is prepared for future events in order to minimise disruption for those affected.

Whilst Council operates under the direction of the Local Emergency Management Committee (LEMC) and Plan, the LEMC coordinates the emergency response agencies actions directly relating to the emergency rather than the social, health, environmental and economic impacts of the emergency.

The Wagga community, local businesses, Council staff and Councillors have been hugely supportive of those people who have been impacted by the Dunn's Road fire and it is through this tireless passion to help those neighbours in need that many good deeds have been undertaken.

Financial Implications

N/A

Policy and Legislation

N/A

Link to Strategic Plan

Safe and Healthy Community

Objective: We are safe

Outcome: We are responsive to emergencies

Risk Management Issues for Council

N/A

Internal / External Consultation

N/A

REPORTS FROM STAFF

**RP-1 DA19/0412 - 2 LOT SUBDIVISION, 411 HAMPDEN AVENUE,
CARTWRIGHTS HILL, NSW 2650**

Author: Amanda Gray
General Manager: Peter Thompson

Summary:

The application was reported to Council on 16 December 2019 with a recommendation for refusal. A motion to refuse the application and refund 100% of the applicable development application fees was lost and the application was therefore not determined.

The application is resubmitted for determination as requested in correspondence received from Councillors dated 18 December 2019. (attachment 8)

The proposal is for the subdivision of an existing block of land in Cartwrights Hill into 2 residential lots each of approximately 1ha in size.

The subject site is within close proximity to the Bomen Industrial Area and the application has been the subject of objection from employers within the industrial estate.

The site is within the Special Activation Precinct (SAP) investigation area centred around the Bomen industrial area. A master plan is being prepared to provide a streamlined planning framework for this area.

The determination of the application is reported to Council as it presents a matter of wider public interest, being the introduction of additional residential properties within proximity of a regionally recognised employment and industrial centre.

Approval of the application has the potential to jeopardise the success of the Special Activation Precinct.

Recommendation

That Council refuse DA19/0412 for a 2 Lot Residential Subdivision at 411 Hampden Avenue, Cartwrights Hill, Lot 83 DP751422 for the reasons outlined in the Section 4.15 Assessment report.

Development Application Details

Applicant	TJ Hinchcliffe & Associates Pty Ltd
Owner	Elaine Marie Furner & John Charles Furner
Development Cost	\$5000
Development Description	Two Lot Subdivision – the existing dwelling will be contained on one block to the front (west) of the site and a new block is proposed as a battle axe lot to the rear (east) which will be accessed via a 10 metre wide driveway along the northern boundary of the subject site.

Report

Key Issues

- Compliance with Wagga Wagga LEP 2010 and DCP 2010
- Strategic Importance of the Bomen Industrial Estate
- Declaration of the Special Activation Precinct
- Submissions in objection to the development: The objections relate to increasing the number of sensitive residential receptors within close proximity to the Bomen Industrial Area.

Site Location

The subject site is located on the eastern side of Hampden Avenue, approximately 200 metres to the south of the junction with Old Bomen Road. There is an existing dwelling located towards the front of the site.



Assessment

- The application site is within Cartwrights Hill and is zoned as R5 Large Lot Residential. Residential subdivision is permitted with consent.
- The minimum lot size for the locality is 1ha – the subdivision complies with this control.
- The proposed development is to subdivide an existing block of land into 2 residential lots each of approximately 1 ha in area.
- One of the objectives for development in the R5 zone is to minimise conflict between land uses within this zone and land uses within adjoining zones. There is concern regarding the potential for noise and odour impacts from a fully developed industrial estate with RIFL hub.
- An odour report prepared in response to the subdivision identifies the site as being at high risk of odour pollution.
- The site is within 1km of the Bomen Industrial Estate which is identified as a regionally significant precinct for employment and investment by all form of industry.
- The Riverina Intermodal Freight and Logistics (RIFL) hub is also within close proximity, the success of this project is critical to attracting new industry to the region.
- Two submissions to the development have been received, one of which is an objection related to the increased number of sensitive receptors near the industrial estate that may jeopardise future investment and expansion plans. The other is related to impacts of the development on existing residential properties.
- A number of strategic planning documents identify Bomen as of regional importance and its future development is listed as a key priority or objective within many documents such as the Riverina Murray Regional Plan and the Wagga Wagga Integrated Transport Study.
- The approval of the subdivision is not in the public interest as it conflicts with existing plans and policies that have been the subject of detailed public consultation.
- The site is identified within the Special Activation Precinct investigation area and will therefore be subject to a master plan. A draft SEPP for Activation Precincts is currently under consideration following the recent exhibition of the 'Explanation of Intended Effect' of the SAPs.
- The Department of Planning, Industry and Environment has raised concerns regarding development applications for residential subdivision and requested that the inconsistency between the aspirations of the Wagga Wagga Special Activation Precinct and the proposal be considered.

Reasons for Refusal

1. The proposal is not consistent with the objectives of the R5 Large Lot Residential zone as nominated in the Land Use Table of the Wagga Wagga Local Environmental Plan 2010 as there is considered to be unacceptable conflicts between land uses within adjoining zones.
2. Having regard to the provisions of Clause 7.8 of the Wagga Wagga Local Environmental Plan 2010 the subject site will be adversely impacted by noise and odour from the Bomen Industrial Estate.

3. The proposed development is not in the public interest as it introduces an increased number of sensitive receptors into an area within close proximity to the Bomen Special Activation Precinct. An increase in residential receptors will impact upon the proposed investment, expansion and development of industries within this precinct.
4. The proposed development is not in the public interest as it is inconsistent with a number of strategic documents and policies that have been subject to public consultation and adoption by Council. One such strategy the Riverina Murray Regional Plan has a specific action to “protect industrial land, including in the regional cities (Bomen, Nexus and Tharbogang) from potential land use conflicts arising from inappropriate and incompatible surrounding land uses.’

For the above reasons it is concluded that the development is therefore not in accordance with Section 4.15(1)(a)(i), (b) and (e) of the Environmental Planning and Assessment Act 1979.

Financial Implications

N/A

Policy

Wagga Wagga Local Environmental Plan 2010
Wagga Wagga Development Control Plan 2010

Link to Strategic Plan

Growing Economy

Objective: We are a Regional Capital

Outcome: We are leading freight and logistics centre, encourage business investment

Risk Management Issues for Council

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









Approval of the application may result in challenges from objectors across the industrial estate. Whilst objectors have no right of appeal to the determination decision they can choose to challenge the manner in which a decision has been made (Class 4).

Internal / External Consultation

Full details of the consultation that was carried out as part of the development application assessment is contained in the attached s4.15 assessment report.

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

Attachments

1. DA19/0412 - s4.15 Assessment Report

2. DA19/0412 - Plan of Subdivision

3. DA19/0412 - Statement of Environmental Effects

4. DA19/0412 - Redacted Submissions

5. DA19/0412 - Odour Impact Assessment

6. DA19/0412 - Department of Planning Correspondence

7. DA19/0412 - Regional Growth NSW Development Corporation correspondence

8. DA19/0412 - Councillor correspondence


RP-2 FINANCIAL PERFORMANCE REPORT AS AT 31 DECEMBER 2019**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 31 December 2019.

This report also presents the financial assistance requests Council has received over the past month.

Recommendation

That Council:

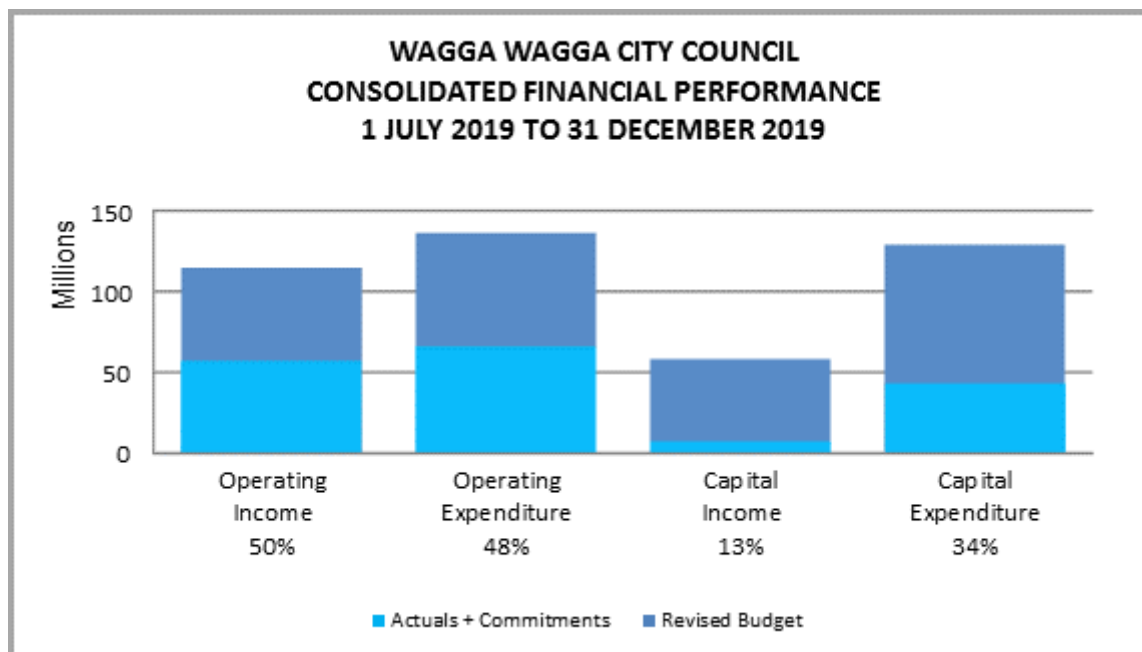
- a approve the proposed 2019/20 budget variations for the month ended 31 December 2019 and note the forecasted balanced budget position presented
- b rescind the \$7,400 donation to the Rotary Club of Murrumbidgee (Council Officers Report RP-4 22 July 2019 Minute reference 19/254 and correct the allocation of the \$7,400 annual grant to the Rotaract Club of Wagga Wagga
- c in accordance with Section 356 of the Local Government Act, provide financial assistance to Wagga Wagga Water Polo for the sum of \$2,670
- d 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
- e note the details of the external investments as at 31 December 2019 in accordance with section 625 of the Local Government Act 1993

Report

Wagga Wagga City Council (Council) forecasts a balanced budget position as at 31 December 2019. Proposed budget variations are detailed in this report for Council's consideration and adoption.

Council has experienced a negative monthly investment performance for the month of December, when compared to budget. This is mainly due to a negative result for Councils TCorp Long Term Growth fund, which returned -0.29% for the month.

Key Performance Indicators



OPERATING INCOME

Total operating income is 50% of approved budget, which is on budget for the end of December (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 80%.

OPERATING EXPENSES

Total operating expenditure is 48% of approved budget and is tracking within budget for the full financial year.

CAPITAL INCOME

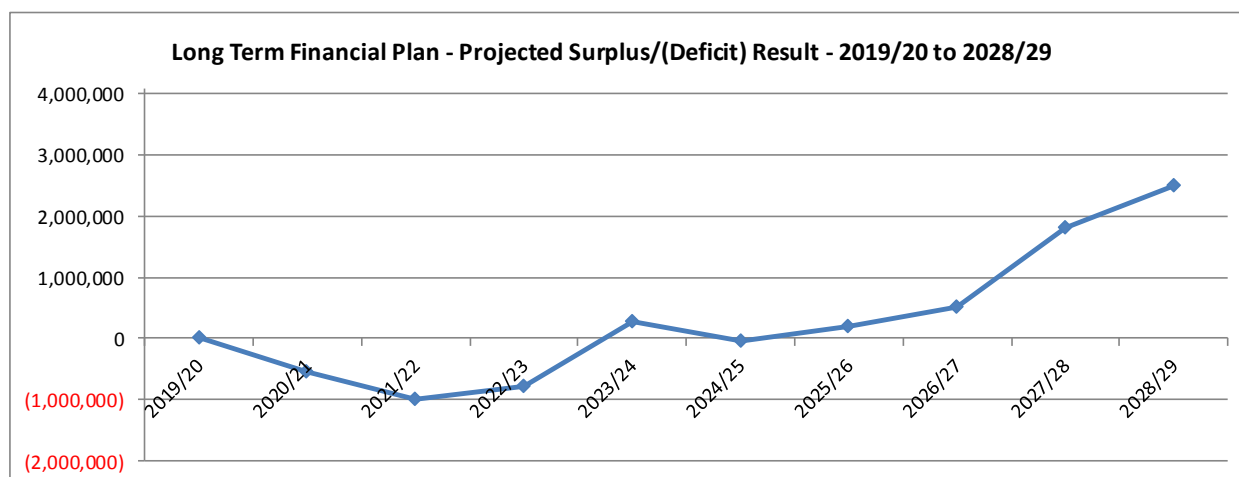
Total capital income is 13% of approved budget. It is important to note that the actual income from capital is influenced by the timing of the receipt of capital grants and contributions relating to projects. This income also includes the sale of property, plant and equipment.

CAPITAL EXPENDITURE

Total capital expenditure including commitments is 34% of approved budget (including 'Potential Projects'). Excluding 'Potential Projects' capital works budgets, the capital expenditure including commitments is 48% of approved budget.

Finance and the Project Delivery Office (PMO) are currently reviewing the 2019/20 capital project budgets with a report to be presented to Council regarding the reset of capital works budgets from 2019/20 into 2020/21 and future financial years.

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



WAGGA WAGGA CITY COUNCIL STATEMENT OF FINANCIAL PERFORMANCE 1 JULY 2019 TO 31 DECEMBER 2019							
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)	(34,734,154)	0	(34,734,154)	50%
User Charges & Fees	(28,440,057)	(39,500)	(28,479,557)	(13,731,894)	0	(13,731,894)	48%
Interest & Investment Revenue	(3,774,001)	0	(3,774,001)	(1,858,594)	0	(1,858,594)	49%
Other Revenues	(3,053,633)	39,930	(3,013,703)	(2,043,099)	0	(2,043,099)	68%
Operating Grants & Contributions	(14,280,296)	4,662,992	(9,617,304)	(4,771,429)	0	(4,771,429)	50%
Capital Grants & Contributions	(56,263,733)	1,299,606	(54,964,127)	(6,840,806)	0	(6,840,806)	12%
Total Revenue	(175,548,613)	5,899,393	(169,649,221)	(63,979,976)	0	(63,979,976)	38%
Expenses							
Employee Benefits & On-Costs	46,012,119	(9,356)	46,002,763	22,564,603	88,263	22,652,865	49%
Borrowing Costs	3,587,823	(963,622)	2,624,202	1,425,774	0	1,425,774	54%
Materials & Contracts	32,357,210	7,229,038	39,586,248	15,813,294	3,732,686	19,545,980	49%
Depreciation & Amortisation	34,843,073	0	34,843,073	17,421,537	0	17,421,537	50%
Other Expenses	13,015,295	136,169	13,151,464	4,844,546	35,360	4,879,906	37%
Total Expenses	129,815,520	6,392,229	136,207,749	62,069,753	3,856,309	65,926,062	48%
Net Operating (Profit)/Loss	(45,733,093)	12,291,621	(33,441,472)	(1,910,222)	3,856,309	1,946,086	
Net Operating (Profit)/Loss before Capital Grants & Contributions	10,530,640	10,992,015	21,522,655	4,930,584	3,856,309	8,786,892	
Capital / Reserve Movements							
Capital Exp - Renewals	34,034,738	5,585,409	39,620,147	12,979,247	8,330,754	21,310,001	54%
Capital Exp - New Projects	42,696,132	4,832,926	47,529,058	4,052,518	15,997,426	20,049,944	42%
Capital Exp - Project Concepts	38,364,925	39,435	38,404,360	116,394	66,167	182,561	0%
Loan Repayments	3,380,744	(21,035)	3,359,708	1,690,372	0	1,690,372	50%
New Loan Borrowings	(21,222,532)	(4,611,147)	(25,833,679)	0	0	0	0%
Sale of Assets	(1,502,910)	(1,745,414)	(3,248,324)	(507,243)	0	(507,243)	16%
Net Movements Reserves	(15,174,931)	(16,371,796)	(31,546,727)	35,500	27,000	62,500	0%
Total Cap/Res Movements	80,576,166	(12,291,622)	68,284,545	18,366,789	24,421,347	42,788,135	

	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	16,456,566	28,277,655	44,734,222	
Add back Depreciation Expense	34,843,073	0	34,843,073	17,421,537	0	17,421,537	50%
Cash Budget (Surplus)/Deficit	0	0	0	(964,970)	28,277,655	27,312,685	

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 December 2019	\$0
Proposed Revised Budget result for 31 December 2019	\$0

The proposed Budget Variations to 31 December 2019 are listed below:

<i>Budget Variation</i>	<i>Amount</i>	<i>Funding Source</i>	<i>Net Impact Fav/ (Unfav)</i>
1 – Community Leadership and Collaboration			
Election Expenses	\$8K	Risk Improvement Projects (\$8K)	Nil
Local Government Elections will be held in the state of NSW on Saturday 12 September 2020. Council is preparing a pre-election program including promotion and delivery of up to three pre-election seminars for persons considering nominating for a position as a Councillor. Opportunities for some of these costs to be met as part of funded programs and current memberships are in progress, however additional funds will be required to meet any shortfall in funding and also to host the events, including possible livestreaming of at least one session to improve accessibility. It is proposed to fund the variation from existing risk improvement project budgets.			
StateCover Performance Rebate Distribution Income	(\$108K)	Workers Compensation Reserve \$133K	Nil
StateCover WHS Incentive Income	(\$25K)		
Council has been notified by StateCover that Council will receive \$108K for a Mutual Performance Rebate and an additional \$25K above budget for the Work Health and Safety Incentive.			

Budget Variation	Amount	Funding Source	Net Impact Fav/ (Unfav)
It is proposed to allocate the funds to the Workers Compensation Reserve, to be utilised for future Work Health and Safety Programs.			
2 – Safe and Healthy Community			
Smarter Sportsgrounds Systems	\$28K	Local Government NSW Grant (\$28K)	Nil
Council has been successful in securing grant funding of \$35K from LG NSW under Increasing Resilience to Climate Change Round 2 for the Smarter Sportsground Systems Project. The grant will enable Council to upgrade the current irrigation controllers at the Jubilee Sporting Complex. The new controllers will have the capability to produce reports on water usage, connect to moisture sensors, control water usage programs across sites and enable mobile capabilities to monitor and address issues that arise on site. \$28K (80%) will be received in 2019/20 and a further \$7K (20%) in 2021/22. Estimated Project Completion: November 2021			
Bushfire Fundraising Event	\$10K	Community Works Reserve (\$10K)	Nil
Council have been requested to assist with the organisation and support of a Rural Fire Service (RFS) family friendly community event called 'Raise Your Voice' on Saturday 15 February 2020 at the Wagga Wagga Showground. This proposed charity concert has the sole purpose of raising funds and awareness with all proceeds donated directly back to the RFS. Council's contribution towards the event would include funding for the security, generator power supply for the stage, insurance costs, audio technician hire, venue power, labour for the kids amusements and garbage collection.			
3 – Growing Economy			
Wiradjuri Walking Track Masterplan	\$88K	Crown Lands Department of Planning, Industry and Environment Grant (\$88K)	Nil
Council has been successful in securing grant funds from Crown Lands, Department of Planning, Industry & Environment under the Crown Lands Recreational Trails Program to develop a masterplan for the 42-kilometre Wiradjuri Walking Track. It is envisaged that the masterplan will guide the development of the track for the next 10-15 years. Estimated Project Completion: June 2020			
4 – Community Place and Identity			
Wilga Park Mural	\$50K	Federal Government Grant – Stronger Communities (\$10K)	Nil

Budget Variation	Amount	Funding Source	Net Impact Fav/ (Unfav)
		Public Art Capital Works (\$35K) Works In Kind (\$5K)	
<p>Council has been successful in securing grant funds from the Federal Governments Stronger Communities Programme to transform Wilga Park (Koorringal). This will be done by installing a mural to a large adjacent wall which is currently a target of graffiti. This grant will contribute to increasing the neighbourhood amenity, deter graffiti and increase feelings of pride and safety. It is proposed to fund Councils 80% contribution by way of in-kind project management (\$5K) and existing public art budgets (\$35K).</p> <p>Estimated Project Completion: 30 June 2020</p>			
Entwine Insect Trail	\$34K	Federal Government Grant – Stronger Communities (\$10K) Entwine Project (\$24K)	Nil
<p>Council has been successful in securing grant funds under the Federal Government Stronger Communities Program Round 5 for an insect trail as part of the Entwine Project schedule of works. The Entwine Project will increase the connection between the Museum of the Riverina and the Botanic Gardens with accessible pathways engaging interpretations and hands-on interactives. An accessible concrete footpath will stretch from the Botanic Gardens beneath Lord Baden Powell Drive to the Museum. It is proposed to fund Councils portion from in-kind works and existing Entwine budgets.</p> <p>Estimated Project Completion: 30 June 2020</p>			
5 – The Environment			
Art Gallery Humidity Control System	\$21K	Art Gallery Operating expenditure and income budgets (\$21K)	Nil
<p>Council has been successful in securing \$192K grant funds under the NSW Club Grants Category 3 Infrastructure Grants to upgrade the Art Gallery with a new Humidity Control System at an estimated total project cost of \$234K. Securing these funds means that the Art Gallery will be able to borrow and display works from Australian and International Museums that previously was not possible due to being unable to meet stringent environmental standards for the touring of these artworks.</p> <p>The required \$42K Council contribution will be funded from within existing Art Gallery operating expenditure and income budgets.</p> <p>It is estimated that \$21K will be expended during the 2019/20 financial year and \$213K will be expended during the 2020/21 financial year.</p> <p>Estimated Project Completion: 30 June 2021</p>			

<i>Budget Variation</i>	<i>Amount</i>	<i>Funding Source</i>	<i>Net Impact Fav/ (Unfav)</i>
Renew Community Amenities – Anderson Oval	\$25K	Community Amenities Reserve (\$25K)	Nil
<p>The budget for the Anderson Oval Amenities Upgrade is currently scheduled for completion during the 2020/21 financial year. As the project will need to be delivered in the summer months (cricket season) of 2020/21, it is proposed to commence the design phase now. The proposal is to bring forward \$25K into the 2019/20 financial year to fund the full design including the structural component, project management and a contingency.</p> <p>Estimated Project Completion: 30 June 2021</p>			
SURPLUS/(DEFICIT)			\$0K

Current Restrictions

RESERVES SUMMARY					
31 DECEMBER 2019					
	CLOSING BALANCE 2018/19	ADOPTED RESERVE TRANSFERS 2019/20	BUDGET VARIATIONS APPROVED UP TO COUNCIL MEETING 16.12.19	PROPOSED CHANGES for Council Resolution	REVISED BALANCE
Externally Restricted					
Developer Contributions - Section 7.11	(23,836,289)	3,427,074	(2,950,291)		(23,359,506)
Developer Contributions - Section 7.12	97,487	(32,500)	154,012		218,999
Developer Contributions – S/Water DSP S64	(6,551,347)	2,579,329	(320,101)		(4,292,118)
Sewer Fund	(31,115,819)	155,636	1,439,467		(29,520,716)
Solid Waste	(21,521,767)	2,164,970	1,553,683		(17,803,113)
Specific Purpose Grants	(4,044,299)	0	4,044,299		0
SRV Levee	(3,853,286)	(3,211)	78,000		(3,778,497)
Stormwater Levy	(3,699,109)	2,758,808	574,006		(366,295)
Total Externally Restricted	(94,524,428)	11,050,106	4,573,075	0	(78,901,247)
Internally Restricted					
Airport	(442,321)	(522,440)	15,919		(948,842)
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	847,098		72,432
CCTV	(84,476)	18,000	0		(66,476)
Cemetery Perpetual	(107,717)	(133,730)	16,519		(224,928)
Cemetery	(448,951)	110,164	0		(338,787)
Civic Theatre Operating	(125,471)	8,327	29,240		(87,904)
Civic Theatre Technical Infrastructure	(82,706)	10,000	65,000		(7,706)
Civil Projects	(155,883)	24,000	(10,133)		(142,016)
Community Amenities	(76,763)	(214,928)	0	25,000	(266,691)
Community Works	(86,412)	(32,217)	53,500	9,520	(55,609)
Council Election	(343,408)	(83,163)	0		(426,571)
Economic Development	(500,000)	(80,000)	0		(580,000)
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	1,577,494		59,096
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

31 DECEMBER 2019

	CLOSING BALANCE 2018/19	ADOPTED RESERVE TRANSFERS 2019/20	BUDGET VARIATIONS APPROVED UP TO COUNCIL MEETING 16.12.19	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	398,554		(1,238)
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	(121,861)		(2,460,703)
Museum Acquisitions	(39,378)		0		(39,378)
Oasis Building Renewal	(320,759)	65,000	28,529		(227,230)
Oasis Plant	(1,239,132)	857,486	6,937		(374,709)
Office Equipment/Building Projects	(159,030)		156,530		(2,500)
Parks & Recreation Projects	(206,102)	30,148	75,954		(100,000)
Planning Legals	0	(40,000)	0		(40,000)
Plant Replacement	(3,550,033)	660,253	1,055,919		(1,833,861)
Playground Equipment Replacement	(95,290)	(165,727)	0		(261,017)
Project Carryovers	(2,453,184)	518,327	1,934,858		0
Public Art	(198,922)	30,300	80,594		(88,028)
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)		150,000		(19,421)
Sporting Event Operational	(100,000)		0		(100,000)
Stormwater Drainage	(158,242)	(100,000)	0		(258,242)
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	37,732		(100,179)
Unexpended External Loans	(431,337)		431,337		0
Workers Compensation	(93,251)		0	(133,461)	(226,712)
Total Internally Restricted	(33,127,305)	2,706,471	12,077,542	(98,941)	(18,442,234)
Total Restricted	(127,651,734)	13,756,577	16,650,618	(98,941)	(97,343,480)
Total Unrestricted	(5,725,794)	0	0	0	(5,725,794)
Total Cash, Cash Equivalents and Investments	(133,377,528)	13,756,577	16,650,618	(98,941)	(103,069,274)

*The Fit for the Future Reserve is showing a proposed deficit for the 2019/20 closing balance. This is due to the interim funding transferred from this reserve in 2018/19 for the Bomen land acquisitions which will be paid back from the Sewer Reserve once Ministerial approval is finalised.

^ The CBD Carparking Facilities Reserve is showing a proposed deficit for the 2019/20 closing balance. This is due to funding being allocated in 2019/20 for projects which have since been identified for carryover to 2020/21 for delivery which will be presented to Council as part of the Capital Works Reset Report.

CONSULTANCY & LEGAL EXPENSES BUDGET REVIEW STATEMENT
30 DECEMBER 2019

Approved Changes

	BUDGET 2019/20	SEPTEMBER QTR BUDGET VARIATIONS APPROVED TO DATE	DECEMBER QTR BUDGET VARIATIONS APPROVED TO DATE	REVISED BUDGET	RECOMMENDED CHANGES for Council Resolution	PROJECTED YEAR END RESULT	ACTUAL YTD
Consultancy Expenses	321,609	171,548	0	493,157	0	493,157	318,891
Legal Expenses	260,665	34,383	9,074	304,123	0	304,123	139,800

CONTRACTS REVIEW STATEMENT

1 October to 31 December 2019

Contract Number	Contractor	Contract Detail & Purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Yes/No)
2020-518	Cambia Consulting Pty Ltd	Asset management consulting	\$105,476.25	26/09/2019	10 weeks	N
2019-545	LG Software Solutions Pty Ltd	Corporate Management Solution	\$132,550.00	10/12/2019	3 years	Y
2019-521	Masonry Management Services Pty Ltd	Hire of Ultrasound Technology for Lake Albert (contract extension)	\$102,960.00	9/12/2019	16 months	Y
2019-511	McElligott Partners Pty Ltd	Hampden Bridge Legacy Project Refurbish Pier 3	\$188,576.30	5/12/2019	7 weeks	Y
2020-505	Urbis Pty Ltd	Entwine Botany Loves History Landscaping Design Services	\$52,800.00	1/09/2019	6 weeks	Y
2020-506	D2N Pty Ltd	Civic Theatre AV Distribution Upgrade	\$74,645.22	24/12/2019	4 weeks	Y
2020-511	Wagga Trucks - Hino	Supply of one Cab Chassis Truck with Crane and Tipping Body	\$144,702.40	6/09/2019		Y
2020-513	Ladex Construction Group Pty Ltd	French Field Car Park Construction	\$155,351.08	4/11/2019	7 weeks	Y
2020-514	Adaptive Interiors	Cat Isolation Room Construction _GRAS	\$89,314.50	27/11/2019	8 weeks	Y
2020-520	Renrow Pty Ltd	Zoo Fence Construction - Botanical Gardens	\$177,134.76	6/11/2019	8 weeks	Y
2020-523	Earthtec Pty Ltd	Glenfield Drain Gabion Construction	\$93,879.72	16/12/2019	6 weeks	Y
2020-527	CRS (NSW) Pty Ltd	ATP Bourkelands to Slivalite Reserve	\$254,105.50	5/12/2019	4 weeks	Y
2020-531	Riverina Crane Services	Demolition of 32 Tichborne Crescent	\$69,960.00	24/12/2019	2 weeks	Y
2020-20	Ladex Construction Group Pty Ltd	Equex Access Road - Koorngal Rd Exit	\$321,531.33	20/12/2019	12 weeks	Y
PE09731	Aquatic Maintenance Pty Ltd	Oasis UV Upgrade - supply & installation	\$196,790.00	15/11/2019		Y
PE09626	D&L McCallum Pty Ltd	Sheet Pile retaining wall Equex	\$183,590.00	8/11/2019		Y
PD40158	Wagga Trucks - Hino	Hino 817 4x4 Truck	\$113,685.34	22/10/2019		Y
PD40458	JGW Harvest Tillage Support	Cab Tractor	\$112,000.00	26/11/2019		Y
PE09342	The Australian Grinding Company	Footpath Grinding Program	\$100,000.00	23/10/2019		Y
PD40163	Wagga Trucks - Hino	Hino 921 4x2 Truck	\$91,395.51	22/10/2019		Y
PP15893	Homewood Consulting Pty Ltd	Update tree audit	\$88,000.00	2/12/2019		Y
PE09359	Attekus	Bookable Annual Subscription	\$139,403.00	16/10/2019	3 years	Y
PP15691	Moduplay Group Pty Ltd	Best Family Graves Playground design, supply, install	\$82,445.00	15/10/2019		Y
PE09497	Stephen Lawrence Construction	Refurb CLS2- Library	\$76,578.70	1/11/2019		Y
PP15848	Moduplay Group Pty Ltd	Shelters, tables, seats - Estella Rise	\$50,887.00	15/11/2019		Y

Amendment of Council Officer's Report RP- 4 Annual Grants 2019/20 22 July 2019

The Manager of Community Services has advised Finance staff that an amendment due to a change in the advised recipient in relation to the Annual Grant Program 2019/20 (Council meeting 22 July 2019) Minute Number 19/254 is required (see attached memo).

“Rotary Club of Murrumbidgee Wagga Wagga Inc was approved Annual Grant 2019/20 in value of \$7,400 for project “Rotaract Park” to upgrade the facilities at this location. Recently the President of Rotaract Club of Wagga Wagga has contacted Council requesting that Rotaract Club of Wagga Wagga be paid directly instead of being auspiced by the Rotary Club of Murrumbidgee Wagga Wagga Inc. The proposed project scope remains unchanged.”

As noted above Council as part of the Annual Grants 2019/20 Council Officer's Report RP-4 approved an allocation of \$7,400 to the Rotary Club of Murrumbidgee for improvements at Rotaract Park (Koorringal)

The above project was intended to be undertaken by the Rotaract Club of Wagga Wagga who have requested that the above funds be allocated to the Rotaract Club directly to allow completion of the project.

The proposed Council resolution rescinds the \$7,400 donation to the Rotary Club of Murrumbidgee Wagga Wagga and amends the allocation of the \$7,400 donation to the Rotaract Club of Wagga Wagga.

Section 356 Financial Assistance Requests

One Section 356 financial assistance request has been received for the 20 January 2020 Ordinary Council meeting, which is noted below for Council's consideration:

1. Wagga Wagga Water Polo - \$2,670

The President of Wagga Wagga Water Polo has written to Council (see attached letter) requesting Council's consideration for the provision of financial assistance by waiving the hire fees for the use of the Oasis Aquatic Centre Pool for the staging of the NSW Water Polo Junior Championships on Saturday 8 February 2020 and Sunday 9 February 2020.

The writer notes:

The NSW Junior Country Championships 2020 will see an estimated 370 players and an estimated 215 spectators travel to Wagga over 3 days to participate in the championship”

The writer further notes :

“With the amount of benefits this Championship will bring our City and Regional Aquatic Centre and the amount already invested from our local association to host the event we as an Association are asking that Wagga Wagga City Council cover the \$1,335 per day pool hire at a total cost of \$2,670.”

The above request aligns with Council's Strategic Plan “Safe and Healthy Community – Objective: We promote a healthy lifestyle”

Council has not provided any financial assistance to the above organisation in the last 12 months.

Given the relatively small amount requested in terms of the overall revenue budget of approximately \$1.8M for 2019/2020 for the Oasis Aquatic Centre it is proposed that the request be absorbed from the Oasis Cost Centre budget.

Budget

The Section 356 general fees and charges financial assistance budget for the 2019/20 financial year is \$48,123.50, of which \$39,907 is already committed in the adopted 2019/20 Delivery and Operational Plan.

It is proposed that financial assistance of \$2,670 be funded from the Oasis Aquatic Centre 2019/20 Operating budget.

Section 356 Budget Summary	
Unallocated balance of S356 fee waiver financial assistance budget 2019/20	\$2,544.50
1) Wagga Wagga Water Polo - \$2,670	Funded from Oasis Aquatic Centre Cost Centre
Balance of Section 356 fee waiver financial assistance budget for the remainder of the 2019/20 Financial Year	\$2,544.50

Investment Summary as at 31 December 2019

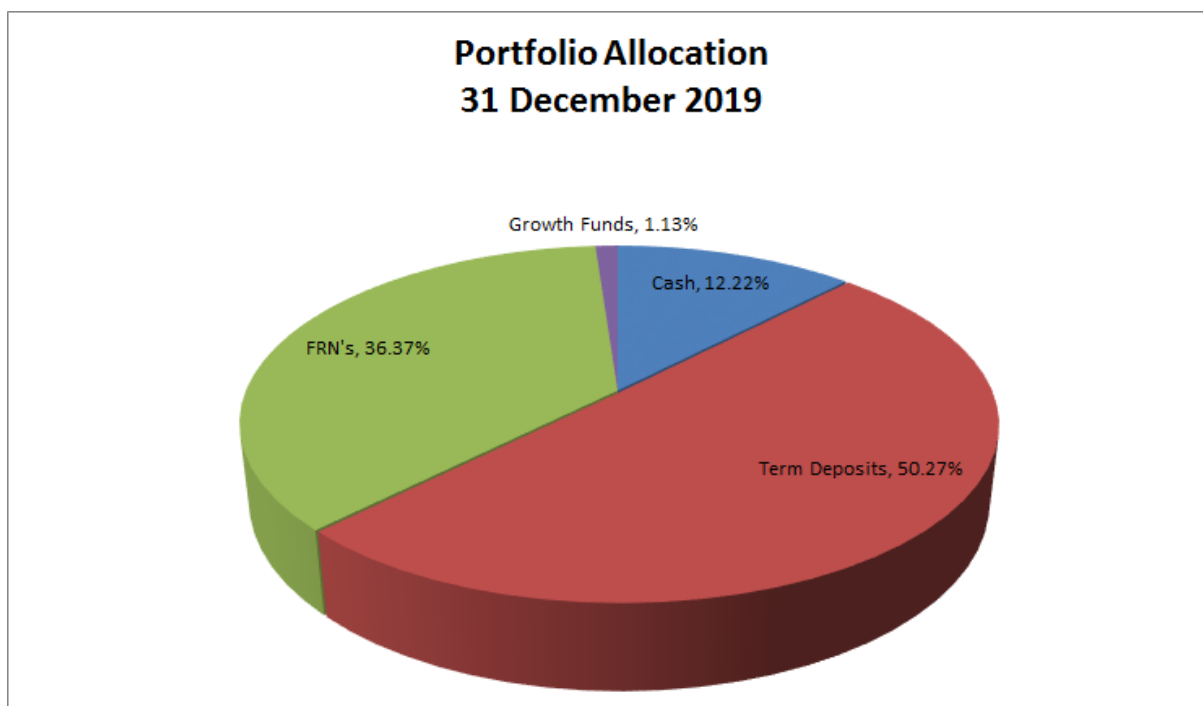
In accordance with Regulation 212 of the *Local Government (General) Regulation 2005*, details of Wagga Wagga City Council's external investments are outlined below:

Institution	Rating	Closing Balance Invested 30/11/2019 \$	Closing Balance Invested 31/12/2019 \$	December EOM Current Yield %	December EOM % of Portfolio	Investment Date	Maturity Date	Term (mths)
Short Term Deposits								
AMP	BBB+	2,000,000	2,000,000	2.10%	1.40%	2/12/2019	1/06/2020	6
AMP	BBB+	1,000,000	1,000,000	2.00%	0.70%	13/11/2019	11/05/2020	6
AMP	BBB+	1,000,000	1,000,000	2.10%	0.70%	2/12/2019	1/06/2020	6
MyState	BBB	1,000,000	1,000,000	2.75%	0.70%	1/04/2019	1/04/2020	12
NAB	AA-	1,000,000	1,000,000	1.67%	0.70%	28/08/2019	28/02/2020	6
ICBC	A	1,000,000	1,000,000	1.67%	0.70%	29/08/2019	28/08/2020	12
NAB	AA-	2,000,000	2,000,000	1.65%	1.40%	30/08/2019	6/03/2020	6
Macquarie Bank	A+	2,000,000	2,000,000	1.75%	1.40%	2/09/2019	2/03/2020	6
NAB	AA-	1,000,000	1,000,000	1.70%	0.70%	10/09/2019	11/05/2020	8
Total Short Term Deposits		12,000,000	12,000,000	1.91%	8.38%			
At Call Accounts								
NAB	AA-	277,871	1,146,326	0.75%	0.80%	N/A	N/A	N/A
CBA	AA-	2,499,313	1,409,593	0.75%	0.98%	N/A	N/A	N/A
CBA	AA-	19,929,650	14,947,574	1.60%	10.44%	N/A	N/A	N/A
Total At Call Accounts		22,706,834	17,503,492	1.48%	12.22%			
Medium Term Deposits								
RaboBank	A+	1,000,000	1,000,000	3.16%	0.70%	5/06/2017	6/06/2022	60
Rabobank	A+	1,000,000	0	0.00%	0.00%	5/12/2014	5/12/2019	60
BOQ	BBB+	2,000,000	2,000,000	3.10%	1.40%	7/07/2017	7/07/2020	36
AMP	BBB+	2,000,000	2,000,000	3.00%	1.40%	2/08/2018	3/02/2020	18
Rabobank	A+	1,000,000	1,000,000	3.20%	0.70%	25/08/2016	25/08/2021	60
Westpac	AA-	3,000,000	3,000,000	1.99%	2.09%	10/03/2017	10/03/2022	60
Auswide	BBB	2,000,000	2,000,000	2.95%	1.40%	5/10/2018	6/10/2020	24
BOQ	BBB+	2,000,000	2,000,000	3.35%	1.40%	3/01/2018	4/01/2022	48
ING Bank	A	1,000,000	1,000,000	2.80%	0.70%	5/01/2018	6/01/2020	24
Police Credit Union	NR	2,000,000	2,000,000	3.05%	1.40%	29/10/2018	29/10/2020	24
Australian Military Bank	BBB+	1,000,000	1,000,000	2.95%	0.70%	29/05/2018	29/05/2020	24
BOQ	BBB+	1,000,000	1,000,000	3.50%	0.70%	1/06/2018	1/06/2022	48
Westpac	AA-	2,000,000	2,000,000	3.02%	1.40%	28/06/2018	28/06/2021	36
Westpac	AA-	2,000,000	2,000,000	2.88%	1.40%	28/06/2018	29/06/2020	24
ING Bank	A	2,000,000	2,000,000	2.86%	1.40%	16/08/2018	17/08/2020	24
BOQ	BBB+	3,000,000	3,000,000	3.25%	2.09%	28/08/2018	29/08/2022	48
ING Bank	A	3,000,000	3,000,000	2.85%	2.09%	30/08/2018	14/09/2020	24
P&N Bank	BBB	1,000,000	1,000,000	3.10%	0.70%	16/10/2018	18/10/2021	36
Westpac	AA-	2,000,000	2,000,000	3.05%	1.40%	13/11/2018	15/11/2021	36
Police Credit Union	NR	1,000,000	1,000,000	3.07%	0.70%	20/11/2018	20/11/2020	24
P&N Bank	BBB	1,000,000	1,000,000	3.30%	0.70%	20/11/2018	21/11/2022	48
ING Bank	A	2,000,000	2,000,000	2.93%	1.40%	29/11/2018	30/11/2020	24
NAB	AA-	2,000,000	2,000,000	3.01%	1.40%	30/11/2018	30/11/2021	36
Bendigo-Adelaide	BBB+	1,000,000	1,000,000	3.25%	0.70%	30/11/2018	30/11/2022	48
CUA	BBB	2,000,000	2,000,000	3.02%	1.40%	5/12/2018	7/12/2020	24
Newcastle Permanent	BBB	2,000,000	2,000,000	3.05%	1.40%	8/02/2019	8/02/2022	36
ING Bank	A	1,000,000	1,000,000	2.82%	0.70%	22/02/2019	22/02/2021	24

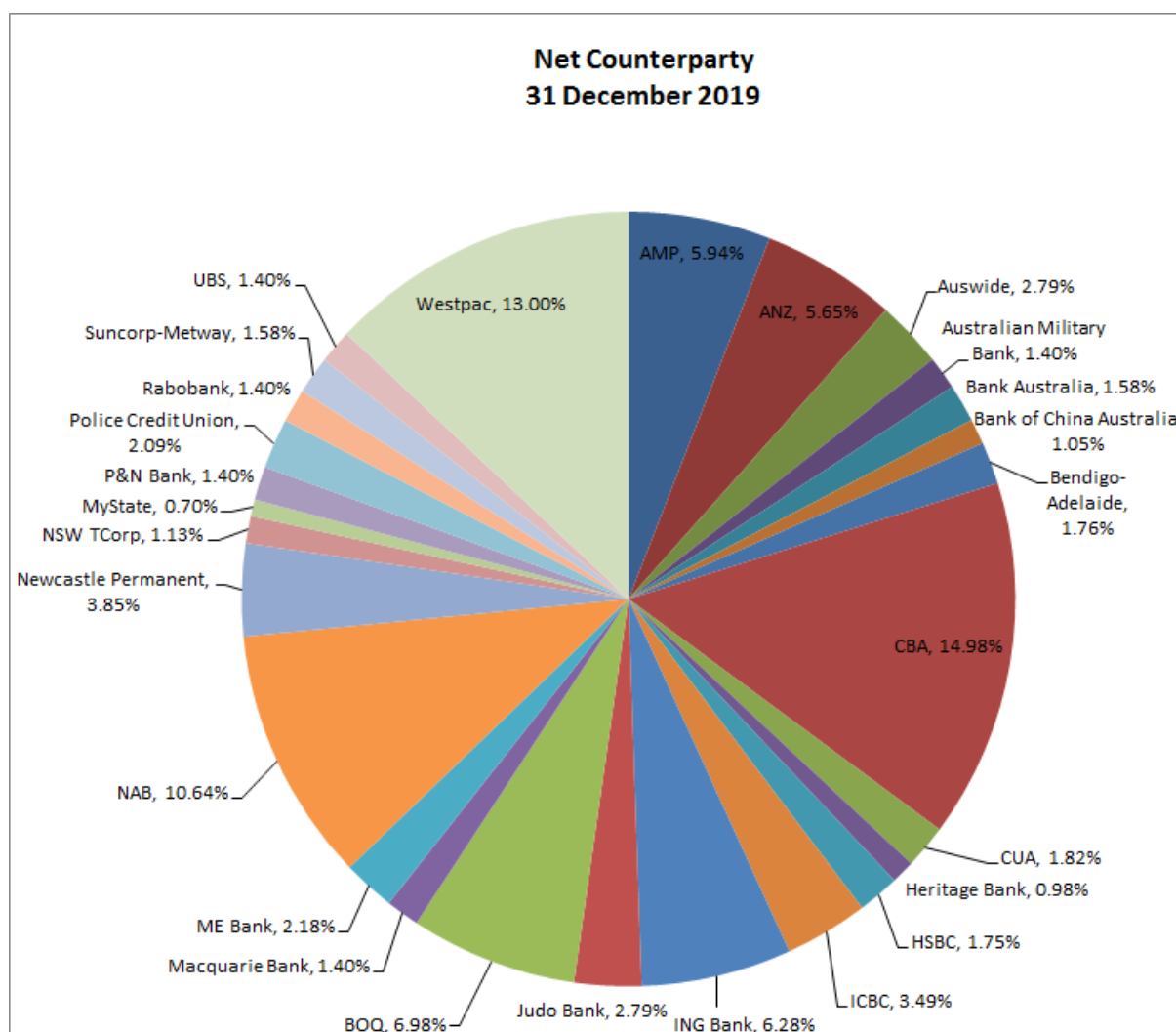
Institution	Rating	Closing Balance Invested 30/11/2019 \$	Closing Balance Invested 31/12/2019 \$	December EOM Current Yield %	December EOM % of Portfolio	Investment Date	Maturity Date	Term (mths)
Newcastle Permanent	BBB	2,000,000	2,000,000	2.70%	1.40%	23/04/2019	26/04/2022	36
BoQ	BBB+	1,000,000	1,000,000	2.40%	0.70%	22/05/2019	23/05/2022	36
BoQ	BBB+	1,000,000	1,000,000	2.15%	0.70%	8/07/2019	10/07/2023	48
Judo Bank	NR	1,000,000	1,000,000	2.30%	0.70%	16/07/2019	16/07/2021	24
Auswide	BBB	1,000,000	1,000,000	1.95%	0.70%	12/08/2019	12/08/2022	36
Judo Bank	NR	1,000,000	1,000,000	2.15%	0.70%	20/08/2019	19/08/2021	24
Australian Military Bank	BBB+	1,000,000	1,000,000	1.76%	0.70%	20/08/2019	20/08/2021	24
Judo Bank	NR	1,000,000	1,000,000	1.90%	0.70%	10/09/2019	9/09/2022	36
Auswide	BBB	1,000,000	1,000,000	1.72%	0.70%	3/10/2019	4/10/2022	36
ICBC	A	2,000,000	2,000,000	2.03%	1.40%	6/11/2019	6/11/2024	60
ICBC	A	2,000,000	2,000,000	1.83%	1.40%	28/11/2019	28/11/2024	60
Judo Bank	NR	0	1,000,000	2.20%	0.70%	5/12/2019	3/12/2021	24
Total Medium Term Deposits		60,000,000	60,000,000	2.76%	41.89%			
Floating Rate Notes - Senior Debt								
AMP	BBB+	1,002,057	1,003,883	BBSW + 135	0.70%	24/05/2016	24/05/2021	60
Suncorp-Metway	A+	1,008,397	1,009,894	BBSW + 97	0.71%	16/08/2017	16/08/2022	60
Westpac	AA-	2,014,318	2,016,953	BBSW + 81	1.41%	30/10/2017	27/10/2022	60
ME Bank	BBB	1,508,992	1,510,881	BBSW + 125	1.05%	9/11/2017	9/11/2020	36
NAB	AA-	2,012,436	2,015,711	BBSW + 80	1.41%	10/11/2017	10/02/2023	63
ANZ	AA-	1,510,217	1,512,853	BBSW + 77	1.06%	18/01/2018	18/01/2023	60
Bendigo-Adelaide	BBB+	503,983	504,597	BBSW + 105	0.35%	25/01/2018	25/01/2023	60
Newcastle Permanent	BBB	1,516,713	1,518,177	BBSW + 140	1.06%	6/02/2018	6/02/2023	60
Westpac	AA-	2,018,638	2,012,790	BBSW + 83	1.41%	6/03/2018	6/03/2023	60
UBS	A+	2,015,837	2,008,853	BBSW + 90	1.40%	8/03/2018	8/03/2023	60
Heritage Bank	BBB+	1,413,978	1,408,422	BBSW + 123	0.98%	29/03/2018	29/03/2021	36
ME Bank	BBB	1,613,382	1,615,414	BBSW + 127	1.13%	17/04/2018	16/04/2021	36
ANZ	AA-	2,019,363	2,022,670	BBSW + 90	1.41%	9/05/2018	9/05/2023	60
NAB	AA-	2,017,941	2,020,960	BBSW + 90	1.41%	16/05/2018	16/05/2023	60
CBA	AA-	2,020,243	2,023,992	BBSW + 93	1.41%	16/08/2018	16/08/2023	60
Bank Australia	BBB	754,560	755,755	BBSW + 130	0.53%	30/08/2018	30/08/2021	36
CUA	BBB	607,967	605,516	BBSW + 125	0.42%	6/09/2018	6/09/2021	36
AMP	BBB+	1,503,693	1,498,267	BBSW + 108	1.05%	10/09/2018	10/09/2021	36
NAB	AA-	2,025,277	2,018,843	BBSW + 93	1.41%	26/09/2018	26/09/2023	60
Bendigo-Adelaide	BBB+	1,007,820	1,009,156	BBSW + 101	0.70%	19/10/2018	19/01/2022	39
CBA	AA-	3,059,862	3,066,290	BBSW + 113	2.14%	11/01/2019	11/01/2024	60
Westpac	AA-	3,057,616	3,062,406	BBSW + 114	2.14%	24/01/2019	24/04/2024	63
ANZ	AA-	2,543,728	2,549,092	BBSW + 110	1.78%	8/02/2019	8/02/2024	60
NAB	AA-	2,027,324	2,031,243	BBSW + 104	1.42%	26/02/2019	26/02/2024	60
Bank of China Australia	A	1,508,080	1,510,411	BBSW + 100	1.05%	17/04/2019	17/10/2022	42
Westpac	AA-	2,515,561	2,521,890	BBSW + 88	1.76%	16/05/2019	16/08/2024	63
Suncorp-Metway	A+	1,246,714	1,249,203	BBSW + 78	0.87%	30/07/2019	30/07/2024	60
ANZ	AA-	2,003,601	2,008,629	BBSW + 77	1.40%	29/08/2019	29/08/2024	60
HSBC	AA-	2,507,250	2,499,844	BBSW + 83	1.75%	27/09/2019	27/09/2024	60
Bank Australia	BBB	0	1,502,048	BBSW + 90	1.05%	2/12/2019	2/12/2022	36
Total Floating Rate Notes - Senior Debt		50,565,547	52,094,642		36.37%			

Institution	Rating	Closing Balance Invested 30/11/2019 \$	Closing Balance Invested 31/12/2019 \$	December EOM Current Yield %	December EOM % of Portfolio	Investment Date	Maturity Date	Term (mths)
Managed Funds								
NSW Tcorp	NR	1,622,982	1,618,323	-0.29%	1.13%	17/03/2014	1/12/2024	128
Total Managed Funds		1,622,982	1,618,323	-0.29%	1.13%			
TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS		146,895,363	143,216,457		100.00%			
LESS: RIVERINA REGIONAL LIBRARY (RRL) CASH AT BANK		3,057,615	2,836,855					
TOTAL WWCC CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS		143,837,748	140,379,602					

Council's investment portfolio is dominated by Term Deposits, equating to approximately 50% of the portfolio across a broad range of counterparties. Cash equates to 12%, with Floating Rate Notes (FRNs) around 37% and growth funds around 1% of the portfolio.



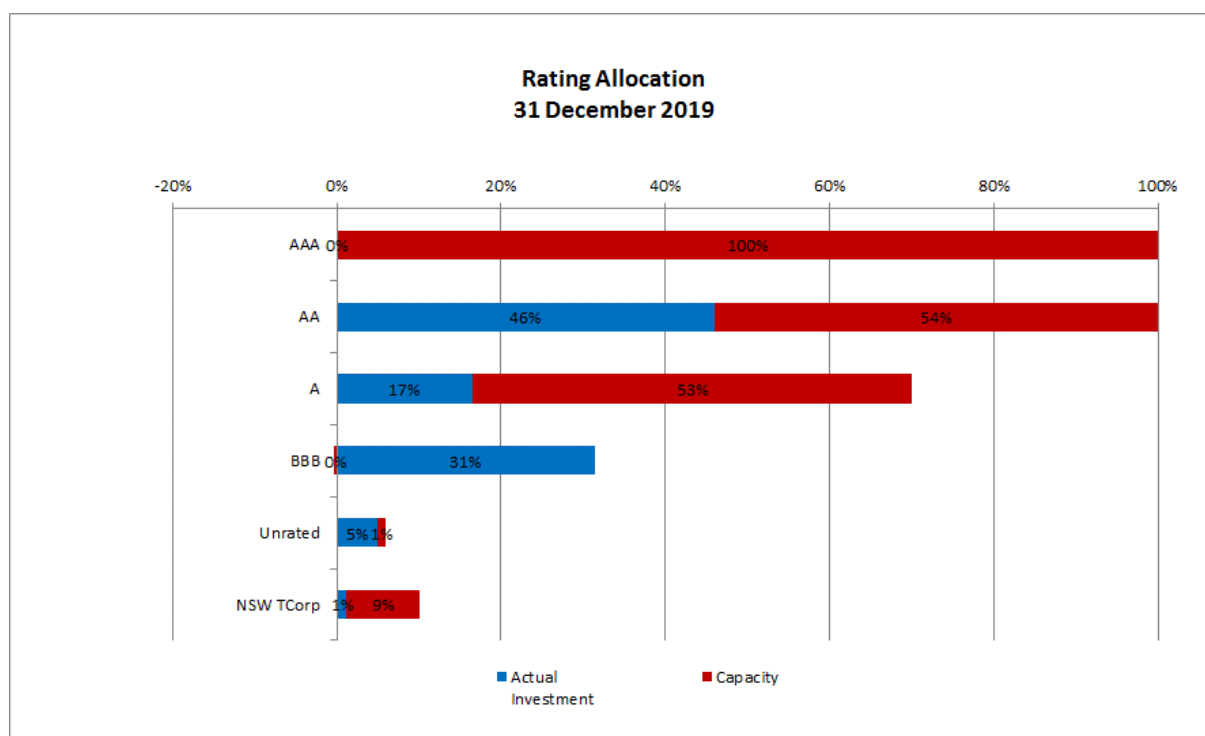
Council's investment portfolio is well diversified in complying assets across the entire credit spectrum. It is also well diversified from a rating perspective. Credit quality is diversified and is predominately invested amongst the investment grade Authorised Deposit-Taking Institutions (ADIs) (being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



All investments are within the defined Policy limits except for the “BBB” rated category. This over allocation to the “BBB” rated category is the result of number of recent credit rating movements including the downgrade of AMP Bank in August 2019 (from A- to BBB+) and Australian Military Bank receiving a formal credit rating in late November 2019 (from NR to BBB+). Over the December month, Councils overall total portfolio balance reduced, which can also be attributed to the slight overweight position. Overall, these movements have resulted in a marginally over exposure of 0.37%, or \$535K, in this category. Council’s Finance staff will be managing this marginal over exposure over the coming months with an aim to fall within the current policy limits.

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

Credit Rating	Invested (\$)	Invested (%)	Max Limit (%)	Available (\$)
AA Category	\$ 65,887,656	46.01%	100%	77,328,800.39
A Category	\$ 23,778,361	16.60%	70%	76,473,158.58
BBB Category	\$ 44,932,116	31.37%	31%	- 535,014.80
Unrated ADI's	\$ 7,000,000	4.89%	6%	1,592,987.41
NSW TCorp LTGF	\$ 1,618,323	1.13%	10%	12,703,322.96
	\$ 143,216,457	100.00%		



Investment Portfolio Balance

Council's investment portfolio balance has decreased from the previous month's balance, down from \$143.8M to \$140.4M.

	Closing Balance Invested 31/10/2019 \$	Closing Balance Invested 30/11/2019 \$	Closing Balance Invested 31/12/2019 \$
TOTAL WWCC CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS	134,884,743	143,837,748	140,379,602

Monthly Investment Movements

Redemptions/Sales – Council redeemed the following investment securities during December 2019:

Institution and Type	Amount	Investment Term	Interest Rate	Comments
Rabobank Term Deposit	\$1M	5 years	4.10%	This term deposit was redeemed on maturity and funds were reinvested in a new 2-year term deposit with Judo Bank (see below).

New Investments – Council purchased the following investment securities during December 2019:

Institution and Type	Amount	Investment Term	Interest Rate	Comments
Judo Bank Term Deposit	\$1M	2 years	2.20%	The Judo Bank rate of 2.20% compared favourably to the rest of the market for this investment term. This term was chosen to allow Council to lock in an attractive longer term rate, given the likelihood of another interest rate cut.
Bank Australia Floating Rate Note	\$1.5M	3 years	BBSW + 90bps	Council's independent Financial Advisor advised this Floating Rate Note represented good value.

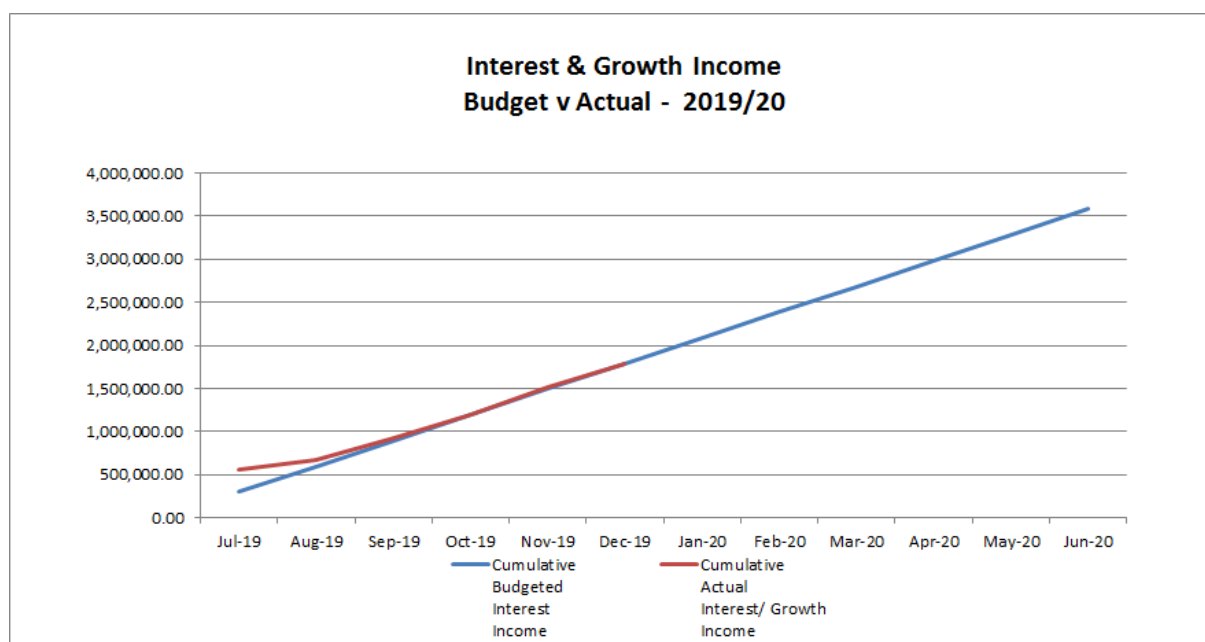
Rollovers – Council rolled over the following investment securities during December 2019:

Institution and Type	Amount	Investment Term	Interest Rate	Comments
AMP Term Deposit	\$1M	6 months	2.10%	This term deposit was a 9-month investment at 3.00% and was rolled at maturity into a 6-month term deposit at 2.10%.
AMP Term Deposit	\$2M	6 months	2.10%	This term deposit was a 6-month investment at 2.65% and was rolled at maturity into a 6-month term deposit at 2.10%.

Monthly Investment Performance

Interest/growth/capital gains for the month totalled \$263,216, which compares unfavourably with the budget for the period of \$298,250, underperforming budget for the month by \$35,034.

Council's underperformance against budget for December was a result of a negative return by Council's TCorp Long Term Growth fund, which returned -0.29% (or -3.48% annualised) for the month as domestic equities parred back some of their recent gains.



The longer-dated deposits in the portfolio, particularly those locked in above 3.00%, continue to anchor Council's portfolio performance. It should be noted that Council's investment portfolio includes 17 investments yielding 3.00% or above. As these investments mature, it is inevitable that they will be reinvested at lower prevailing rates. To reduce this reinvestment risk, Council staff and Council's Independent Financial Advisor will continue to identify opportunities to lock in higher yielding investments as they become available.

In comparison to the AusBond Bank Bill Index* (1.50%), Council's investment portfolio returned 2.16% (annualised) for December. Cash and At-Call accounts returned 1.48% (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 2.83%, outperforming the AusBond Bank Bill index by 1.33%.

Performance	1 month	3 months	6 months	FYTD	1 year	2 years	3 years
Official Cash Rate	0.06%	0.19%	0.44%	0.44%	1.16%	1.33%	1.39%
AusBond Bank Bill Index	0.07%	0.24%	0.52%	0.52%	1.50%	1.71%	1.72%
Council's Cash	0.13%	0.37%	0.75%	0.75%	1.78%	1.94%	2.00%
Council's T/D	0.22%	0.67%	1.40%	1.40%	2.92%	2.95%	3.05%
Council's FRN	0.16%	0.48%	1.05%	1.05%	2.62%	2.88%	2.89%
Council's TCorp LTGF	-0.29%	2.31%	4.90%	4.90%	18.00%	8.68%	9.32%
TCorp Benchmark	-0.32%	2.22%	5.00%	5.00%	18.53%	9.05%	9.62%
Council's Portfolio	0.18%	0.59%	1.23%	1.23%	2.83%	2.88%	2.92%
Outperformance	0.11%	0.35%	0.71%	0.71%	1.33%	1.17%	1.20%

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

Report by Responsible Accounting Officer

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

Carolyn Rodney
Responsible Accounting Officer

Policy and Legislation

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

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

Local Government Act 1993

Section 625 - How may councils invest?

Local Government (General) Regulation 2005

Section 212 - Reports on council investments

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We are accountable and transparent

Risk Management Issues for Council

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. Request to correct Annual Grant Recipient Details - Rotaract Club of Wagga
 Wagga

2. Grant application details - Rotaract Park Upgrade



3. Section 356 Financial Assistance request - Wagga Wagga Water Polo



RP-3 PROPOSED NEW FEE FOR THE 2019/20 FEES AND CHARGES**Author:** Zachary Wilson**Director:** Natalie Te Pohe

Summary: This report proposes to add a new domestic waste kerbside collection fee for the supply of 1,100L general waste bins to the 2019/20 Fees and Charges as a result of a recent request.

Recommendation

That Council:

- a place the following new fee on public exhibition for a period of 28 days from 25 January 2020 to 22 February 2020:

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

- b invite public submissions on the proposed new fee until 22 February 2020
- c receives a further report following the public exhibition period:
- addressing any submission made in respect of the proposed new fee
 - proposing adoption of the new fee unless there are any recommended amendments that will require a further public exhibition period

Report

Council staff have recently received a request for the provision of 1,100L general waste bins as part of the kerbside collection service. These bins would be serviced by JJ Richards & Sons under Council's current kerbside waste collection contract, on a fortnightly basis.

On review of the request, Council staff have deemed the provision of these bins as appropriate in this location to alleviate the persistent non-compliance with the sorting and distribution of waste to the appropriate bin.

In order for Council to charge a fee for the provision of these bins, Council are required to add a new fee to the 2019/20 Fees and Charges. Taking into consideration the collection charges advised by JJ Richards & Sons plus the cost of disposal at Council's waste facility, it is proposed that this fee be set at \$650.00 per bin, per year for the remainder of the 2019/20 financial year.

Financial Implications

The collection of bin charges is factored into Council's annual operating income budget.

Policy and Legislation

Local Government Act 1993

Chapter 15, Part 10, Division 1:

- Section 608 Council fees for services

Chapter 15, Part 10, Division 2:

- Section 610B Fees to be determined in accordance with pricing methodologies

Chapter 15, Part 10, Division 3:

- Section 610D How does a council determine the amount of a fee for service?
- Section 610F Public notice of fees

Local Government (General) Regulation 2005

Regulation 201 Annual statement of council's revenue policy

Link to Strategic Plan

The Environment

Objective: We create a sustainable environment for future generations

Outcome: We minimise our impact on the environment

Risk Management Issues for Council

The risks to Council of not endorsing the proposed new fee includes:

- Impact over time on the success of the Food Organics, Garden Organics (FOGO) service, and therefore increased negative impact on the environmental sustainability of Wagga

Internal / External Consultation

The proposed new fee will be publicly exhibited through Council News and on Council's website, seeking public submissions.

	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"/>	
Involve																	
Collaborate																	

RP-4 WAGGA WAGGA BUSINESS CHAMBER MEMORANDUM OF UNDERSTANDING (MOU)

Author: Scott Gray
General Manager: Peter Thompson

Summary: During the public exhibition period of the 2019/20 Combined Delivery Program and Operational Plan, the Wagga Wagga Business Chamber (Chamber) submitted a request for \$65,000 in funding to deliver business development, education, advocacy, recognition and advice for businesses. As a result of this request, a Memorandum of Understanding (MoU) has been developed to define the key objectives, funding administration and management of a partnership between Council and the Chamber.

Recommendation

That Council:

- a endorse the attached draft Memorandum of Understanding (MoU) between Wagga Wagga City Council and the Wagga Wagga Business Chamber
- b delegate authority to the Mayor to sign the MoU on behalf of Council
- c approve the budget variation as detailed in the Financial Implications section of the report

Report

The Wagga Wagga Business Chamber (Chamber) is a not for profit, non-government body that provides support and represents the interests of the Wagga Wagga business community. The Chamber has been serving the community since its inception in 1938 and it aims to assist in creating and maintaining economic prosperity for business and the community as a whole.

The Chamber is currently managed by a Board of Directors (volunteers) who are required to dedicate a significant amount of time to support the operational requirements of the organisation. The Board is currently supported by one part time Relationship Development Manager. The Chamber currently self-funds all its activities on behalf of its members through membership fees, events and sponsorship.

In May 2019, Council received a funding submission from the Chamber as part of the exhibition period for the Integrated Planning and Reporting suite of documents. The Chamber have requested \$65,000 in financial support that will be used for operational resources so they can continue to provide the essential support services and advocate for all business, small and large, new and established.

The Chamber have stated that their goal is to be the business development arm of Council and to support and work with Council to grow business in our region. The Chamber have an established event program and have access to many and various companies and individuals who Council wouldn't readily have available. Council could leverage off this network to engage with and provide updates to the business community of Wagga.

As a result of the funding request, the attached draft Memorandum of Understanding (MoU) has been developed in consultation with Councillors and representatives of the Chamber. The purpose of the MoU is to define the key objectives, funding administration and management of a partnership between Council and the Chamber.

The key objectives of the MoU are to:

- promote, lobby and advocate for the Wagga Wagga business sector broadly at the regional, state and federal levels;
- jointly seek, promote and advocate for major funding (from all levels of government) and projects within the LGA;
- engage the local business sector in revitalising the commercial and industrial areas of the Wagga Wagga region through increased commercial activity;
- advocate for the creation of new businesses in the LGA, the relocation of existing businesses to the LGA and the attraction of government services to the LGA; and
- build the economic development capacity of the Chamber through increased funding and membership.

The proposed duration of the MoU is over two (2) calendar years from 01 January 2020, subject to annual review. To assist with the annual review, the Chamber will be required to provide a status report detailing how it is progressing with the activities listed Schedule A (as attached).

Financial Implications

If the request for funding is supported, then it is proposed that it be partly funded by the amount set aside for the Riverina JO (RJO), which has a budget of \$60K for this financial year. Council recently joined RJO leaving approximately \$55K available to contribute to the Chamber. The remaining \$10K will be funded from the \$45K Retail Strategy budget.

The second year of funding will be included in the draft 2020/21 budget (noting RJO will reconsider its fees in March 2020).

Policy and Legislation

N/A

Link to Strategic Plan

Growing Economy

Objective: We are a Regional Capital

Outcome: We attract and support local businesses and industry




Risk Management Issues for Council

N/A

Internal / External Consultation

Various discussions have been held between the Chamber and Council regarding the request and workshops were held with Councillors on 1 July and 21 October 2019.

Attachments

1. Submission from the Wagga Wagga Business Chambers requesting funding

2. Draft MOU - Wagga Wagga City Council and Wagga Wagga Business Chamber

3. Draft MOU - Schedule A - Wagga Wagga City Council and Wagga Wagga Business Chamber


RP-5 ROADSIDE MEMORIALS POLICY - POL118**Author:** Sylvester Otieno**Director:** Caroline Angel**Summary:** | Adopt the Roadside Memorial Policy (POL118).**Recommendation**

That Council:

- a note that there was one public submissions received during the exhibition period the draft POL118 Roadside Memorials Policy
- b adopt the POL118 Roadside Memorial Policy

Report

Council at its meeting of 28 October 2019 resolved to:

That Council:

- a *endorse the draft POL 118 Roadside Memorials Policy, that is to be placed on public exhibition for a period of 28 days from 29 October 2019 to 26 November 2019 and invites public submissions on the policy during this time.*
- b *receive a further report following the public exhibition and submission period*
 - i *addressing any submissions made in respect of the proposed policy*
 - ii *proposing adoption of the new policy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period*

The draft POL118 was placed on public exhibition for 28 days with a 42 day submission period which closed on 10 December 2019. During the submission period, Council received one submission from a local police officer which is attached for reference.

It is recommended that Council adopt the Policy as exhibited.

Financial Implications

N/A

Policy and Legislation

POL118 Roadside Memorials Policy

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 policy was on Public Exhibition for a period of 28 days.

	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"/>	
Involve																	
Collaborate																	

Attachments

1.  POL118 - Roadside Memorials Policy
2.  Submission - Public Exhibition - Roadside Memorial Policy

RP-6 AGENCY INFORMATION GUIDE**Author:** Cassandra Ward**Director:** Natalie Te Pohe

Summary: For Council to consider the revised Agency Information Guide that provides the community with information relating to Council and how best to access council information.

Recommendation

That Council adopt the revised Agency Information Guide as per the requirements of the *Government Information (Public Access) Act 2009*.

Report

The Agency Information Guide (the Guide) provides the community with information regarding Council's structure and functions. The Guide identifies what information is publicly available to members of the public, how to access government information and how to be involved in Council's decision-making processes.

The amendments for this review are:

- Date and version control update
- Revised Table of Contents
- Update Director Regional Activation
- Update City of Wagga Wagga [Wiradjuri for place of many crows] to City of Wagga Wagga [Wiradjuri for place of dancing & celebration]
- Additional paragraph under 'Notice of Decision' - Copyright Disclaimer
- Updated links to Council GIPA Forms
- Format of guide has been re-worked to reflect current corporate document style and layout

The guide is currently available to members of the public as a PDF document. Council officers are currently investigating the possibility of making a web-based version as this would improve accessibility as well as being an introduction to all information Council is proactively releasing on the website.

The guide is a requirement of the *Government Information (Public Access) Act 2009* Part 3 Division 2 and is to be reviewed annually and adopted by Council.

Financial Implications

N/A

Policy and Legislation

Government Information (Public Access) Act 2009 Part 3 Division 2

Link to Strategic Plan

Community Leadership and Collaboration

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

Outcome: We have access to the City of Wagga Wagga

Risk Management Issues for Council

N/A

Internal / External Consultation

The document has been reviewed internally by the Corporate Review Committee (CRC), the Executive Team and as per legislative requirements, the Information Commissioner has been notified. The Guide has also incorporated the revised organisational structure that was adopted by Council in December 2018.

It should be noted that the Agency Information Guide will be a public document and provided to members of the community who submit a formal access application form as part of Council's acknowledgement process.

Attachments

1.  Agency Information Guide

RP-7 WAGGA WAGGA CULTURAL PLAN 2020 – 2030**Author:** Tim Kurylowicz**Director:** Janice Summerhayes

Summary: The draft City of Wagga Wagga Cultural Plan 2020-30 outlines a ten-year vision and strategy for programming and infrastructure projects to support arts, culture, creative industries and heritage in Wagga Wagga. The draft Cultural Plan has been developed through extensive community consultation and supports the vision and objectives of expressed in Wagga View, the Community Strategic Plan.

Recommendation

That Council:

- a endorse the draft City of Wagga Wagga Cultural Plan 2020-30 and place on public exhibition for a period of 28 days from 22 January 2020 and invite public submissions during that period
- b receive a further report following the public exhibition period:
 - i addressing any submissions made in respect of the draft Cultural Plan
 - ii proposing adoption of the Plan unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period

Report

The City of Wagga Wagga Cultural Plan 2020-30 outlines a ten-year vision for the cultural growth of the city, and a comprehensive strategy for the implementation of this vision through programming and infrastructure projects. The purpose of the Cultural Plan is to address the community's present and future needs for the preservation of cultural heritage; renewal of cultural assets and infrastructure; and expansion of access to cultural activity and experience for participants, practitioners and audiences of all ages, abilities and backgrounds.

The Cultural Plan proposes programs and infrastructure to support:

- the festivals, celebrations and events we attend
- the galleries, museums, theatres and libraries that we visit and explore
- the community groups, clubs and societies that educate, entertain and connect us
- the vibrancy and liveability of our city, including entertainment and live music day and night
- opportunities for creative workers and businesses
- the collections, histories and stories that set our community apart
- access to cultural experiences for participants of all ages, abilities and backgrounds

The draft Cultural Plan has been developed through a rigorous community-wide consultation process, which has included engagement with community organisations, stakeholder institutions, and individuals throughout the city, over a 12 month period from October 2018 to October 2019. Consultation mechanisms included focus groups, face-to-face and telephone interviews, public drop-in sessions, public presentations at Council forums and other events, and engagement through the online Waggaview platform.



The draft Cultural Plan directly supports the long-term community vision for the city, as outlined in 'Community Strategic Plan 2040 - Wagga View.' The Plan has also been informed by and supports relevant Council strategic plans and documents including the Recreation, Open Space & Community Strategy and Implementation Plan 2040 (ROCS), the Wagga Wagga Integrated Transport Strategy 2040 (WWITS), the Disability Inclusion Action Plan (DIAP), and the Reconciliation Action Plan (RAP).

The draft Cultural Plan has been informed by relevant Federal and NSW Government strategic plans and documents, including the NSW State Priorities, the NSW Premier's Priorities, the NSW Regional Vision, the Riverina Murray Regional Plan 2036, and the NSW Cultural Infrastructure Plan.

The draft Cultural Plan has been benchmarked against peer cultural planning documents in local government across NSW, Australia and internationally. The ongoing implementation of the projects and strategies outlined in the draft Cultural Plan will be evaluated through Council's Integrated Planning & Reporting (IP&R) processes. A review and progress analysis of the Plan will be conducted and reported to Council in 2026; and a final review and analysis will be conducted and reported to Council in 2031.

Financial Implications

The financial implications of the draft Cultural Plan's recommendations are outlined within the plan's Integrated Implementation Schedule and are either shown as funded, part-funded, project dependant or not funded. Where projects are listed as not funded, Council Staff will identify and seek external funding opportunities, where relevant, over the course of this plan.

Budgeting for short, medium and long-term projects will be incorporated into Council's Integrated Planning & Reporting processes.

The compilation of the Cultural Plan has an allocated budget of \$100,000 with \$67,611 expended to 10 January 2020. The remaining balance is \$32,389.41 which will be utilised to finalise the cultural plan document, any amendments and the completion of quantity surveying estimates on the proposed cultural infrastructure identified in the draft plan.

Policy and Legislation

Community Strategic Plan 2040: Wagga View (2017)
Recreation, Open Space & Community Strategy and Implementation Plan 2040 (2017)
Wagga Wagga Integrated Transport Strategy 2040 (2018)
City of Wagga Wagga Disability Inclusion Action Plan (DIAP)
City of Wagga Wagga Reconciliation Action Plan (2019)
Wagga Wagga Development Control Plan 2010 (2010)
Wagga Wagga Local Infrastructure Contributions Plan 2019-2034
POL 109 Public Art Policy
Create in NSW: The NSW Arts and Cultural Policy Framework (2015)
NSW Cultural Infrastructure Plan (2019)
NSW Local Government Act
NSW State Priorities (2015)
NSW Premier's Priorities (2019)
NSW Regional Vision
Riverina Murray Regional Plan 2036

Link to Strategic Plan

Community Place and Identity

Objective: We are proud of where we live and our identity

Outcome: We are a centre for arts and culture

Risk Management Issues for Council

Financial and Reputational: some projects within this plan are dependent upon sourcing external funding, and will not proceed if funding is not secured. As with all long-term plans, ongoing communication by Council is required to communicate key project milestones and progress associated with the plan.

Safety: risks must be attended to by all relevant project teams and contractors.

Internal / External Consultation

External consultation for the development of the draft Cultural Plan was conducted in two stages between February and July 2019. In the first stage, February-April 2019, 42 focus groups and personal interviews were conducted with a total 212 representatives of community, cultural and educational organisations and institutions. A preliminary survey was conducted in conjunction with the Council event 'Date Night' on 14 February with 31 responses.

The second stage of consultation, May-July 2019, involved by online public engagement through the Wagga View platform, which received 1,331 individual visits and contributions by 263 individuals. The platform was promoted to the community through Council News stories and advertisement; radio interviews; and social media marketing through Facebook; for a total estimated marketing reach over 140,000.

Further consultation was conducted at drop-in sessions in conjunction with Council's Community Engagement program; and presentations at Council and other events including the Australian International Animation Festival. Two discussion forums were also arranged: the Mayoral School Captain's Breakfast on 29 May, with 26 participants from public and private high schools; and a public event at Romano's Hotel on 3 July, with 49 participants.


Over 600 individuals were engaged face-to-face consultation sessions, and 844 written submissions and comments were received.

Internal consultation has been ongoing since October 2018 across relevant Council teams and directorates.

Data gathered through previous community consultations, including the Community Strategic Plan and Youth Survey, as well as external data sets such as MusicNSW's venue census have been analysed during this process as well.

	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"/>											
Involve									<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<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.  City of Wagga Wagga Cultural Plan 2020-30 DRAFT

RP-8 BUDGET VARIATION: ENLIVEN PUBLIC ART PLAN 2017-21

Author: Tim Kurylowicz
Director: Janice Summerhayes

Summary: This report details proposed variations to the Schedule of Works in the Enliven Public Art Plan 2017-21 to ensure the plan responds to needs identified since the plan was adopted. The overall budget value of the Public Art Plan's Schedule of Works is not affected by this variation.

Recommendation

That Council:

- a update the Public Art Collection register as detailed in the report
- b approve the budget variation/s as detailed in the Financial Implications section of the report

Report

The Enliven Public Art Plan 2017-21 prescribes the budgets and timeframes for 17 separate commissions over the duration of the plan. These are outlined in the Schedule of Works on page 19 of the adopted plan.

At the 23 September 2019 meeting, the Public Art Advisory Panel (PAAP) endorsed the following variations to the Schedule of Works to meet emerging needs and ensure projects are adequately funded to deliver on the community's expectations.

Background

To date, Council has commissioned or commenced a commissioning process for 12 of the 17 works outlined in the Schedule of Works. These are outlined in the table below. The Figures in **bold** and underlined indicate allocations from the Schedule of Works that are not yet commissioned.

	2017/18	2018/19	2019/20	2020/21
Living Spaces (\$35,000 per year site-specific sculpture or installation)	Multi-Purpose Stadium - Will Maguire	Wilga Park – John Wood	<u>\$35,000</u>	<u>\$35,000</u>
Living Communities (\$10,000 per year artwork or performance connected to a major event)	Scott Howie/Dagmara Gieysztor – Date Night	David 'Meggs' Hooke Mural 'Murrumbidgee Flow' - Lost Lanes	Lost Lanes 2020 (Commissioning process commenced)	ArtState Wagga Wagga (Commissioning process commenced)
NightLights Projection (\$20,200 per year Projection Lab and commission by significant Australian digital artist)	Lucy Benson 'Cloudsilk Wollundry Brocade'	Cindi Drennan 'A Feathered Adventure in Light'	Kellie O'Dempsey 'Tracing Time'	<u>\$20,200</u>

BrightLights Projection (\$10,100 per year Youth-based projection workshop and commission)	Beck Storer – 'Re:App'	Kellie O'Dempsey – 'We Are Now'	Tonya Meyrick - 'Rural Type Exchange'	<u>\$10,100</u>
River Life (artwork in Riverside celebrating Wiradjuri culture and heritage)				<u>\$52,136</u>

Considerations

Two considerations have been noted by staff and the PAAP that inform this proposed variation to the adopted Schedule of Works.

1. The lifespan of Council's Projection equipment

In 2013, Council installed four Christie DHD800 Projectors into custom made poles to project a 50 x 8m projection onto the Civic Centre facing the Wollundry Lagoon. For seven years, a curated series of art projections have been projected onto the Civic Centre after dark.

The annual BrightLights and NightLights commissions have seen celebrated Australian digital artists create site-specific projected artworks on one of Australia's largest permanent outdoor projection surfaces. Masterclasses associated with these commissions have provided training and opportunities to hundreds of residents, some of whom have gone on to receive paid work in animation and the digital arts.

After seven years of nightly operation, the projectors have begun to require more frequent servicing and repairs.

Staff have sought advice from a variety of vendors and audio visual technicians on what a reasonable lifespan might be for Council's four projectors, and the general consensus is that they are nearing or at the end of their useful lives.

Replacing the projectors is not recommended or feasible considering Council's current budgetary constraints. The cost of replacing the projectors is significant, with options ranging up to \$25,000 per unit (estimate includes projector body and specialist lens) bringing the total estimated replacement cost of these projectors to approximately \$100,000.

While Council's projection program has been ground breaking and popular, there are now more nimble and effective ways to deliver digital art programming. For example, interactive projections were incorporated into the program of Lost Lanes 2019 and temporarily projected onto buildings in the vicinity of Cadell Place for the duration of that event. In the future digital projection artworks will be considered as part of festival and events programming across the City.

Staff have estimated the cost of removing the projectors and reinstating the lagoon lighting to be \$16,601.50.

It is the recommendation of the Public Art Advisory Panel that Council decommission the projectors in early 2021 after the conclusion of the projection schedule at the end of 2020. The cost of removal and disposal of the projectors and reinstatement of

lighting at the Lagoon foreshore would be covered by funds available in the public art reserve.

The digital artworks commissioned for Council since 2013 remain the property of Council and should be retained for future program use, which may include exhibitions, projections at events, or displays through Council's online channels.

2. The current budget allocated to the Riverside 'River Life' commission is not adequate to deliver the scale and vision for this project

The Enliven Public Art Plan 2017-21 allocated \$52,083 to 'River Life,' which was envisioned as a "significant public art initiative" to be commissioned within the Riverside precinct, "highlighting our community's Wiradjuri living culture and heritage."

Given the need to incorporate community consultation, design, engineering, fabrication, transportation, installation and landscaping into the cost of this public art commission (and noting the additional engineering costs associated with making the work flood safe), the proposed budget of \$52,083 will not deliver a work reflecting the scale and quality required to compliment the rejuvenated Riverside precinct.

For comparison, Jane Cavanough's *Stone Crows* artwork, currently situated adjacent St Michael's Oval, was delivered for a budget of \$90,000. The other significant Wiradjuri public art project undertaken by Council was the Wiradjuri Weaving Welcome at Wagga Wagga Airport seven years ago in 2013. This work had a budget of \$72,000 and incorporated a significant research and development phase supporting the recovery of traditional basket weaving practices by local Elders.



Stone Crows (Left) by Jane Cavanough (Photo Heidrun Lohr). Wagga Wagga Weaving Welcome (Right) by Auntie Joyce Hampton, Auntie Lorraine Tye, Auntie Sandy Warren and Jonathan Jones (Photo Heidrun Lohr).

In order to deliver a work of this scale and quality required for the Riverside precinct, and to incorporate appropriate levels of community consultation into the process, the Public Art Panel estimate that a budget of \$132,000 would be ideal for this project. A project of this scale will require a longer delivery timeframe than that specified in the current Enliven Public Art Plan's Schedule of Works.

Proposed modifications to the Schedule of Works

The Public Art Advisory Panel recommends Council make the following variations to the Enliven Public Art Plan 2017-21 Schedule of Works:

- Designate the budgets allocated to the NightLights projection commissions 2020/21 to be utilised for removal of the projectors and reinstatement of pedestrian lighting alongside Wollundry lagoon.
- Designate the 2019/20 and 2020/21 Living Spaces commission allocations and the 2020/21 BrightLights commission to be incorporated into the budget of the River Life commission, bringing the River Life commission's budget to \$132,236.

Financial Implications

This proposed variation to the Schedule of Works has no overall impact on the budget position of the Enliven Public Art Plan 2017-2021.

The proposed revised schedule of works is as follows, with changes marked in **bold** and underlined:

	2017/18	2018/19	2019/20	2020/21
Living Spaces (\$35,000 per year site-specific sculpture or installation)	Multi-Purpose Stadium - Will Maguire	Wilga Park – John Wood	<u>Budget moved to River Life</u>	<u>Budget moved to River Life</u>
Living Communities (\$10,000 per year artwork or performance connected to a major event)	Scott Howie/Dagmara Gieysztor – Date Night	David 'Meggs' Hooke Mural 'Murrumbidgee Flow' - Lost Lanes	Lost Lanes 2020 (Commissioning process commenced)	ArtState Wagga Wagga 2020 – (Commissioning Process Commenced)
NightLights Projection (\$20,200 per year Projection Lab and commission by significant Australian digital artist)	Lucy Benson 'Cloudsilk Wollundry Brocade'	Cindi Drennan 'A Feathered Adventure in Light'	Kellie O'Dempsey 'Tracing Time'	<u>\$20,200 for Removal of Projectors and reinstatement of lagoon lighting</u>
BrightLights Projection (\$10,100 per year Youth-based projection workshop and commission)	Beck Storer – 'Re:App'	Kellie O'Dempsey – 'We Are Now'	Tonya Meyrick - 'Rural Type Exchange'	<u>Budget moved to River Life</u>
River Life (artwork in Riverside celebrating Wiradjuri culture and heritage)				<u>\$132,236</u>

The projectors, lenses and software licenses have residual value and can be disposed as per the Procurement and Disposal Policy, with recovered funds returned to the Public Art Reserve.

If adopted, the adjusted budget for 'River Life' will be incorporated into the *Wagga Wagga City Council Cultural Plan 2020-30* at recommendation 2.02 ('Commission a significant public artwork within the Riverside precinct that celebrates Wiradjuri heritage and culture') for adoption by Council in March 2020.

Indicative Quantity Surveying (below) for the Projector removal and reinstatement of lagoon lighting shows that the \$20,200 proposed budget is a reasonable allocation for the required works. Any surplus funds would be returned to the Public Art Reserve.

Wollundry projector removal

Job Name : <u>REMOVAL OF PROJECTORS</u>		Job Description				
Client's Name:						
Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
Trade : 1 <u>Removal of projectors</u>						
1	Hire of Franna mobile to remove poles to truck	6.00	hours	170.00		1,020.00
2	Operator	6.00	hours	65.00		390.00
3	Dogman	6.00	hours	55.00		330.00
4	Truck hire to remove posts and cameras from site	3.00	hours	113.00		339.00
5	Labour to loosen bolts	2.00	hours	65.00		130.00
6	Labour to chip off grout	3.00	hours	65.00		195.00
7	Manufacture of new baseplate with spigot to receive new light poles.	4.00	no	225.00		900.00
8	Set in and grout up new base plates	6.00	hours	65.00		390.00
9	Allowance for electrician to disconnect electricity to poles	2.50	hours	85.00		212.50
10	Allowance for electrician to reconnect electricity to new poles	3.00	hours	85.00		255.00
11	Allowance for data specialist to disconnect data and make required changes at H.O.	4.00	hours	85.00		340.00
12	New light poles with luminaires set up on new bases with spigots	4.00	no	2,525.00		10,100.00
13						
14	Subtotal					<u>14,601.50</u>
15						
16	Contingency	1.00		2,000.00		2,000.00
17						
18	Grand Total (excl GST)					<u>16,601.50</u>
<u>Removal of projectors</u>					Total :	16,601.50

Policy and Legislation

POL109 Public Art Policy
POL110 Procurement and Disposal Policy

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

- Risks addressed by this proposed variation include:
- Reputational – due to failure of projectors
- Financial – increasing costs of repair and maintenance to projectors and incorporates an allocation for removal and remediation of the site.

Internal / External Consultation

The members of the Public Art Advisory Panel have discussed budget variation options over multiple PAAP meetings, and resolved to support the recommendations contained in this report.

Technical expertise has been sought by Audio visual experts at MosaicAV, RIC Electrics, staff from the Wagga Wagga Civic Theatre and Illuminart.

Council's Project Management Office has provided cost estimates for the removal of projectors.

Four separate consultation meetings with Wiradjuri and First Nations Elders and community have been held to date regarding the proposed River Life commission, including two meetings with Mawang Gaway, and two consultation meetings with senior Elders.

	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"/>									
Involve								<input checked="" type="checkbox"/>									
Collaborate								<input checked="" type="checkbox"/>									

RP-9 EVENTS STRATEGY AND ACTION PLAN 2020-2024

Author: Fiona Hamilton
Director: Janice Summerhayes

Summary:

The draft Events Strategy and Action Plan 2020 – 2024 provides a five-year framework to guide Council in the planning, development, attraction and decision-making for events in the Wagga Wagga Local Government Area. In order to fully realise this strategy additional funding is required, as detailed in the financial section of this report, noting these funding requests are conservative and reflective of Council's current budget constraints.

The draft Events Strategy and Action Plan 2020 – 2024, and this report, also addresses the Notice of Motion raised at the 16 December 2019 Council meeting requesting consideration of support for Flagship events.

This report seeks Council to endorse the draft Strategy to be placed on public exhibition for further engagement with event organisers, community groups, local business and the general public following January's Council meeting in 2020.

Recommendation

That Council:

- a approve the request to fund the Annual Grants – Events and Event Attraction items detailed in the financial section of this report
- b endorse the draft Events Strategy and Action Plan 2020-2024 to be placed on public exhibition for a period of 28 days from 22 January 2020 and inviting public submissions until 3 March 2020
 - i receive a further report following the public exhibition and submission period addressing any submissions made and proposing adoption of the Strategy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period
 - ii note that funding of the Destination Event and Sports Attraction items detailed in the financial section of this report are subject to Council's Long Term Financial Planning and budget approval processes

Report

The draft Events Strategy and Action Plan 2020 – 2024 (the draft Strategy) provides a five-year vision and framework to guide Council in the development, attraction and decision-making for events in the Wagga Wagga Local Government Area.

The draft Strategy has been informed through Councillor one on one engagement sessions undertaken in September and October 2019 as well as desktop research, evaluation meetings held with event organisers in addition to feedback from internal stakeholders. The strategy seeks to provide Council with clear direction for its planning, decision making and support for events in Wagga Wagga.

As a result of the feedback received to date, the focus of the draft Strategy is on balancing the overall impact of the events portfolio against three key outcomes areas being:

- Lifestyle and Legacy – bringing communities together, creating a sense of vibrancy and building long lasting legacy for the city
- Reputation – raising our city's profile both within and outside of the region as a place to visit, live and work.
- Economic Benefit – driving visitation and stimulating economic activity

It is recognised that individual events will have different outcomes and may impact strongly in one or two of the outcome areas only and it is the combination of events that will contribute to the balanced portfolio of outcomes. The objective is to strike a balance between events that result in increased economic activity, reputational awareness and events that connect the community.

In order to achieve the three key outcome areas, the draft strategy has responded to both the opportunities and the challenges identified through the consultation and desktop research process. A summary of these is presented below with associated recommendations, noting some of these recommendations are currently unfunded. In the context of a constrained financial environment, staff have taken a conservative approach to funding these recommendations which is reflected in the financial section of this report.

A Notice of Motion (NOM) was received at the 16 December 2019 Ordinary Council meeting where Council resolved ***'that the current event strategy review considers the establishment of flagship events (such as Gears and Beers) which would fall outside of the annual grants process to be presented to Council in January 2020'***. In response to this NOM a Flagship funding category has been considered as part of the draft Strategy. The Flagship funding category would allow events that have already received the maximum allowable sponsorship within the current funding programs to be considered for future support. This has been addressed in the recommendations below and in the revised draft Strategy attached.

Summary of recommendations

Opportunity/Challenge	Recommendation	Resourcing
Establish a Destination Event that showcases attributes, appeals to new visitor markets and delivering long term benefits to the city.	Council oversee the establishment of a destination event that is organically grown and relevant to the city, building on existing sporting and nature-based assets.	New GPR - \$100K annually. Identified in Council's business planning and Long-Term Financial Planning processes.
Strengthening investment through Event Attraction .	Attract an additional 10 regional sporting carnival events per annum through an increased Sports Attraction budget.	<u>Sports Attraction Budget</u> - New GPR - An additional \$20K over 4 years up to \$100K.

Opportunity/Challenge	Recommendation	Resourcing
	<p>Create a new budget to attract external events that fall outside and separate to the sports attraction budget. This funding is to be used to attract external events that align to Wagga Wagga's positioning, attract visitation and are a catalyst for new experiences. This fund is for events that are managed by external promoters, may be part of a circuit and not exclusive to the city. Assumes 1-2 events per annum.</p> <p>Review Council's process to be responsive in securing events that meet the Event Attraction criteria.</p>	<p><u>Creation of a new Event Attraction Budget (non-sport)</u> Year 1 2020/21 - \$15K (to be funded through the Event Sponsorship carryover)</p> <p>Year 2 2021/22 - \$30K ongoing (New GPR as part of Council's business and Long-Term Financial Planning processes)</p>
<p>Increase capacity to support a broader range of Community Events.</p>	<p>Review the Annual Grants – Events stream to ensure additional support can be provided to a broader range of community groups and organisations delivering events. This should include the opportunity to provide support to unique/bespoke events that support creativity, innovation and active/healthy living.</p> <p>Increase the funding threshold available through the Annual Grants – Events category from \$3K to \$7.5K to meet the increased costs of running community events.</p> <p>Ensure the funding criteria is flexible to allow funding to be allocated to any event expense including road closures and event insurance.</p> <p>Include an additional 3-year support option within the Annual Grants – Events stream to ensure that events that demonstrate well defined</p>	<p>Year 1 (2020/21) - Increase the overall Event Promotions Grants budget by \$25K (to be funded through the Event Sponsorship carryover) to a total of \$45K.</p> <p>Year 2 (2021/22) \$30K ongoing (New GPR as part of Council's business and Long-Term Financial Planning processes) to a total of \$50K.</p>

Opportunity/Challenge	Recommendation	Resourcing
	objectives, growth and broad community appeal can be funded beyond the initial 3-year investment.	
<p>Council support for Flagship Events.</p>	<p>Establish a Flagship Event category to fund events up to \$20K per annum where the event has already received the maximum allowable funding through the Major Events, Festivals and Films Sponsorship Program.</p> <p>This category would provide a 3-year support option where the event can present a comprehensive strategy for future growth that includes the continued development of the event and its tourism potential to drive overnight visitation to the event. The support would be evaluated annually through a sponsorship acquittal with an option for additional multi-year support options.</p> <p>Fundraising/charity events are eligible where the funds raised are donated within the Local Government Area. This category also does not restrict based on profit.</p> <p>For further information, refer to the Revised Sponsorship table below.</p>	<p>Existing GPR – Fund through the existing Events Sponsorship budget up to a maximum pool of \$40,000 per annum.</p>
<p>Out of round funding requests for events that present as a new opportunity and have not met the funding rounds of the Major Events, Films and Sponsorship funding window.</p>	<p>Provide one off support for new or existing events that miss the applicable funding rounds of the Major Events, Films and Festivals Sponsorship Program.</p> <p>Noting that this is a one-off grant for the lifetime of the event with a funding range of \$3,000 to \$15,000. Any subsequent funding requests</p>	<p>Existing GPR – Events Sponsorship budget.</p>

Opportunity/Challenge	Recommendation	Resourcing
	would need to line up with future funding application rounds.	
Event organiser capacity	Build capacity through professional development workshops that encourage the development of value-added event experiences.	Staff time.
Accommodation capacity	Continue to identify and develop event accommodation opportunities for major events.	Staff time.
Event sustainability and accessibility	Establish guidelines and targets for improving the sustainable management of events.	Staff time.
Event infrastructure	Undertake an audit of public event infrastructure and precincts to identify areas for infrastructure investment.	Future GPR pending recommendations.
Event booking processes	Implement an online booking system that enables easy bookings for Council's halls, facilities and public event spaces	Existing GPR.
Increased event staffing to meet the growing population needs and associated expectation of increased events for the city.	The gap to be addressed through workforce planning.	Unfunded.

The Events Portfolio

Delivery of the draft Strategy will be guided by the following events portfolio, that provides a classification system based on event type to guide funding appraisal and decision making. Each category within the portfolio has been assigned funding thresholds based on the scale and reach of the event. The categories within the event portfolio ensure that events are considered across a broad range of areas from sport, business, lifestyle, entertainment and culture.

Type of Event	Target per annum	Scale and reach	Funding mechanism and proposed thresholds
Destination Event This recurring event attracts significant overnight visitation from across Australia and delivers long term benefits to the destination.	1	Visitors: 5,000+ Overnight stay: 2 nights Media reach: regional to international	Specific budget request to Council.
Major Tourism Events Events that attract significant attendee numbers and/or overnight visitation and/or enhance the profile of the city. Eg. Wagga Gold Cup, Wagga Mardi Gras, Stone the Crows	10-15	Visitors: 1,000 to 3,000+ Overnight stay: 2 nights Media reach: regional to national	Major Events, Festivals and Films Sponsorship \$3,000 to \$20,000 (see next table for a further breakdown of funding categories). OR Event Attraction Fund No threshold, event dependent.
Niche Business Events Business events which include meetings, conventions, seminars and exhibitions aligned to key industry growth sectors, generating economic benefit and destination awareness. Eg. Australian Agronomy Conference	3-5	Overnight stay: 2-3 nights Media reach: regional to national	Event Attraction Fund No threshold defined, event dependent.
Sports Tourism Carnivals Participants travel to destination to participate in a sporting event generating economic benefit and destination awareness.	10	Visitors: 400+ Overnight stay: 2 nights Timing: low/mid-week	Sports Event Attraction Fund – \$100K pool by 2023/24 No threshold defined.

Type of Event	Target per annum	Scale and reach	Funding mechanism and proposed thresholds
Eg. Hockey Masters		Media reach: local to regional	
Marquee Sporting Events Elite sporting fixtures with social and legacy benefit, creating destination awareness. Eg. NRL, AFLW	1-2	Attendees: 5,000+ (pending competition) Overnight stay: 2 nights Timing: low/mid-week Media reach: local to national	Specific budget requests to Council. Direct negotiation with promoter.
Community Events Foster community pride and social benefits. Eg. Inter Church Christmas Carols, Pink Stumps	Unlimited	Attendance: 200 to 8,000 Media reach: local	Annual Grants funding up to \$7,500 per annum.
Council run events Events that meet Council's Community Strategic Plan priorities. Eg. Fusion, Spring Jam, Lost Lanes etc...	Variable	Variable pending event purpose	Specific Council allocated GPR budgets.

Revised sponsorship funding categories for event organisers

The following table outlines the changes to sponsorship funding categories available to external event organisers.

Fund	Description
Annual Grants – Events for Community Events	Provides funding to community events, up to \$7,500 for a maximum of 3 years with option for 3-year support package for events that demonstrate well defined objectives, growth and broad appeal.

Fund	Description
Requested total available pool of \$50,000 by 2021/22.	Funding can be allocated to any event expense with the exception of salaries, major capital items, Council bonds.
<p>Major Events, Festivals and Films Sponsorship for Major Tourism Events.</p> <p>Total available pool is \$100,000.</p>	<p><u>Incubator Category</u> – a new major tourism event in its first or second year of development – funding range \$3,000 to \$10,000.</p> <p>Assessed according to the KPI's on page 30 of the draft Strategy.</p> <p>Where and how the cash support is allocated will be specified in the sponsorship agreement.</p> <p><u>Developing Event Category</u> - supports major tourism events that have been running for more than 2 consecutive years and meet the funding criteria.</p> <p>Funding range: Up to \$20,000.</p> <p>Assessed according to the KPI's on page 30 of the draft Strategy.</p> <p>Where and how the cash support is allocated will be specified in the sponsorship agreement.</p> <p><u>Flagship Category</u> – supports events that have already received the maximum allowable funding through the Major Events, Festivals and Films Sponsorship program and can present a comprehensive strategy for future growth and development of its tourism potential.</p> <p>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.</p> <p>Assumes a maximum of \$40,000 is supported at any one time through the current Major Events, Festivals and Films budget pool, for example:</p> <ul style="list-style-type: none"> - Year 1 (2020/21) one event is eligible to be funded through the Flagship fund at \$20,000, the remaining available pool is \$80,000 to support events in the Incubator and Developing categories. - Year 2 (2021/22) two events are eligible and are sponsored at a total of \$40,000 meaning the

Fund	Description
	<p>remaining pool is \$60,000.</p> <p>- Future year, multiple events maybe eligible, however the available allocation for Flagship eligible events is to be capped at \$40,000 as defined in the draft strategy so the remaining available pool for Incubator and Developing events is never less than \$60,000.</p> <p>Where and how the cash support is allocated will be specified in the sponsorship agreement.</p> <p><u>Out of Round Category</u> – supports new or unplanned opportunities that have missed the Major Events, Festivals and Films funding windows.</p> <p>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.</p> <p>Applicants must complete an application form responding to questions aligning to funding criteria.</p> <p>Assessed according to the KPI's on page 30 of the draft Strategy.</p>

The draft Strategy is recommended for Council approval to be placed on public exhibition for further engagement with event organisers, community groups, local business and the general public following January's Council meeting in 2020. This will include one on one and group interviews as well as an online community survey with the view to have the Strategy back to Council at the second meeting in May 2020 along with revision to the Major Events, Festivals and Films Policy and Guidelines. Commencement of the new strategy will align with the new financial year 1 July 2020.

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. Given the current budget constraints it is recommended that the Events Sponsorship carryover from 2018/19 of \$52,500 is used in 2020/21 to fund an incremental increase in budget items 1. Annual Grants and 2. Event Attraction requests as detailed in the table below. In future years funding of these items would be sourced from and subject to Council's business and Long-Term Financial Planning processes.

Budget Item	Funds Requested	Year 1 2020/21	Year 2+ 2021/22 – 2023/24
1. Annual Grants	Year 1 \$25k funded from carryover Year 2 onwards \$30,000	Year 1 (2020/21) – existing budget allocation \$20K Increase the overall Event Promotions annual grants budget by \$25K (to be funded through the Event Sponsorship carryover) to a total of \$45K in Year 1	Year 2 (2021/22) \$30K ongoing (New GPR as part of Council's business and Long-Term Financial Planning processes) to a total of \$50K.
2. Event Attraction	Year 1 \$15k funded from carryover Year 2 onwards \$30,000	Year 1 2020/21 - \$15K (to be funded through the Event Sponsorship carryover)	Year 2 2021/22 - \$30K ongoing (New GPR as part of Council's business and Long-Term Financial Planning processes)
3. Destination Event	\$100,000	\$100K New GPR (included in 2020/21 business planning request) Proposed to be funded from the Economic Development Reserve*	\$100K New GPR
4. Sports Attraction	Grow to \$100,000	\$20K New GPR (included in 2020/21 business planning request) Proposed to be funded from the Economic Development Reserve*	\$20K New GPR, over 4 years, capped at \$100K

The 2019/20 Events Sponsorship budget (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 2018/19 FY, the total for this budget line was \$152,500 for

2019/20. To date \$72,545 has expended and/or committed from previous Major Event, Festivals and Films requests, leaving a budget available of \$79,955.

If Council approves the recommendation to fund items 1. Annual Grants and 2. Event Attraction for 2020/21 as per the table above, totalling \$40,000, this will leave \$39,955 remaining in the 2019/20 Events Sponsorship budget for Round Two of the Major Events, Festivals and Films Sponsorship. Round Two of this remaining \$39,955 amount will be advertised in February 2020 to fund events to be staged in the second half of 2020.

Staff will identify and seek external funding opportunities, where relevant, over the course of the strategy.

***Economic Development Reserve Balance:**

\$580,000 – current adopted reserve balance
(\$100,000) – funding source for item 3. Destination Event for 2020/21 listed in above table
(\$20,000) - funding source for item 4. Sports Attraction for 2020/21 listed in above table
\$460,000 – proposed revised Economic Development Reserve balance

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

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

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 draft Strategy has been informed through Councillor one on one engagement sessions undertaken in September and October 2019 as well as desktop research, evaluation meetings held with event organisers in addition to feedback from internal stakeholders.

The second stage of consultation will commence once the draft Strategy is endorsed and can be placed on public exhibition. This will include one on one and group interviews as well as an online community survey.

	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								☒			☒						
Involve								☒									
Collaborate								☒									

Attachments

1.  Draft EventsStrategy 2020

RP-10 UPGRADES TO STREET LIGHTING NETWORK

Author: Zachary Wilson
Director: Natalie Te Pohe

Summary: This report assesses the options available to Council to fund the required LED (Light-emitting diode) upgrade to the Street Lighting network throughout the Wagga Wagga Local Government Area (LGA), including multiple funding options. Council, as the road authority, can also now mandate the use of LED street lighting for all greenfield developments.

Recommendation

That Council:

- a approves the upgrades to the Street Lighting network as identified in Option 3 in the report
- b delegate authority to the General Manager or their delegate to execute any necessary agreements with Essential Energy on behalf of Council
- c authorise the affixing of Council's common seal to all relevant documents as required
- d approves the Council funded option and associated budget variations as detailed in the financial implications section of the report
- e receive a further report regarding smart technologies once Essential Energy have finalised their procurement processes
- f mandate the use of LED street lighting for all greenfield developments

Report

Essential Energy are undertaking an upgrade of the Street Lighting network to LED (Light-emitting diode) and have approached Council with an offer for Council to contribute to the cost of the upgrade, as well as giving Council the opportunity to adjust the lighting levels of any areas it may identify.

Switching the street lighting network to newer LED technology will provided both Council and the community with the following benefits:

- Proven reliability – failure rates on average around 1% per annum
- Capital investment protection – LED's have a 10 year parts and 3 year labour warranty
- Improves lighting quality – helping to improve CCTV imagery and support crime prevention
- Encourages public night time activity – promoting economic growth within CBD areas
- Savings – reduced greenhouse gas emissions and energy usage of around 1,595 MWh per year

The Wagga Wagga Local Government Area (LGA) currently has over 7,202 street lights, with 222 suspension lighting and 40 street lightings already LED. This leaves approximately 6,940 street lights to be upgraded to LED as part of this project. Due to

the non-standard nature of suspension lighting throughout the LGA, these assets will be excluded from replacement at this time. Essential Energy have identified the replacement of suspension lighting across the state as a separate priority project.

In order to review the lighting levels in each area of the LGA, Essential Energy provided Council staff with an assumed lighting classification, with the classifications ranging from P4/P5 (lowest lighting level) to V1 (highest lighting level). Under this classification, the number of lights currently assumed be to in each lighting level category are:

- V1 – 983
- V3 – 531
- V5 – 5
- P3 – 1,403
- P4/P5 – 4,018

Council staff have undertaken consultation with the relevant internal staff and externally with Essential Energy and Wagga Police, to determine the appropriate areas for lighting level upgrades. As part of the review of the current lighting levels throughout the LGA, Council staff developed the following upgrade options:

- Option 1 – Like-for-like replacement with LED equivalent lighting levels
- Option 2a – Option 1 + changes in lighting levels as a result of crime information received from Wagga Police
- Option 2b – Option 2a + Council identified crime spots including graffiti hotspots
- Option 3 – Option 2b + changes in lighting levels identified by Council staff for future growth and development, the health precinct, Active Travel Plan corridors and collector roads requiring increases.
- Option 4 – Option 3 + identified areas for smart technology (smart controllers and future Zhaga ports) including sportsgrounds, city entrances, the CBD and the health precinct.

Given Essential Energy are currently undertaking the procurement process for the proposed smart technologies, Council staff are not recommending for Council to progress with Option 4 at this time. Council staff will provide a further report to Council following the finalisation of the procurement process and after further discussions with Essential Energy around the deployment of the smart technologies are held.

The below table outlines the number of street lights in each lighting classification for each of the upgrade options outlined above, as well as the estimated upfront cost, annual savings and payback period (based on Council funding the upfront cost).

Assumed Lighting Classification	Option 1	Option 2a	Option 2b	Option 3
V1	983	983	983	983
V3	531	531	531	531
V5	5	14	14	14
P3	1,403	1,492	1,519	1,787
P4/P5	4,018	3,920	3,893	3,625
Total	6,940	6,940	6,940	6,940

Assumed Lighting Classification	Option 1	Option 2a	Option 2b	Option 3
Estimated Upfront Cost	\$2,587,432	\$2,596,893	\$2,598,898	\$2,617,836
Estimated Annual Savings	\$514,542	\$513,021	\$512,687	\$477,619
Payback Period	5.03 years	5.06 years	5.07 years	5.48 years

Based on the above information, Council staff are recommending Council progress with Option 3. This option has a payback period of just under 5½ years and includes an increase in lighting levels for a number of future growth and development areas and collector roads identified as requiring these upgrades for driver and pedestrian safety.

Essential Energy have advised that this project will be undertaken in two stages; with stage one including the upgrade of all lights to LED and stage two being the upgrade of selected lights to include smart technology. It is proposed that stage one will be undertaken in the second half of the 2019/20 financial year and stage two will be undertaken in the 2020/21 financial year. Stage One is due to commence in mid-February 2020 and will run for a period of 12-16 weeks.

Financial Implications

As part of this project, Essential Energy has approached Council with an offer for Council to contribute to the capital cost of this upgrade. Council has two funding options for this project - Council funded or Essential Energy funded.

Based on Council staff's recommendation to proceed with Option 3 as outlined above, the below information outlines the difference in the funding options available to Council:

	Option 3 Council funded model	Option 3 Essential Energy funded model
Cost of Upgrade	\$3,964,767	\$3,964,767
Luminaires Discount	(\$633,437)	(\$0)
Bulk Lamp Discount	(\$500,441)	(\$0)
Residual Value of Current Lights	\$102,814	\$102,814
Total Upfront Cost Payable	\$2,933,703	\$102,814
Estimated Energy Savings Certificates	(\$315,867)	(\$315,867)
Net Capital Cost to Council	\$2,617,836	(\$213,053)

The below table outlines the anticipated annual savings to Council as a result of this upgrade:

	Option 3 Council funded model	Option 3 Essential Energy funded model
Current Annual Capital/Maintenance Cost	\$483,616	\$483,616
New Annual Capital/Maintenance Cost	\$261,243	\$595,239
Annual Capital/Maintenance Saving	\$222,373	(\$111,623)
Estimated Annual Energy Savings	\$255,246	\$255,246
Total Annual Savings	\$477,619	\$143,623

As outlined in the above table, Council's current capital and maintenance costs for the street lighting network is \$483,616 per annum. If Council were to provide the upfront funding for this project, it is estimated that the new maintenance only cost would be \$261,243 per annum. In addition to estimated annual maintenance savings of \$222,373, it is also estimated that there will be a \$255,246 in annual energy savings as a result of this upgrade. In total, this upgrade is estimated to save Council approximately \$477,619 per annum.

The above tables identify the following for each of the funding models:

- Council funded model – requires Council to identify an upfront funding source, removes the capital cost recovery charge, increases the annual savings and has a payback period of approximately 5½ years.
- Essential Energy funded model – no upfront funding required, results in a higher annual capital/maintenance charge for a 10 year period and still results in net annual savings.

Attachment 1 to this report outlines the full financial modelling for both the Council funded and Essential Energy funded models. This financial modelling identifies the Council funded model as the most appropriate for funding this project – with a net increase in Council's bank account of \$2.38M over the next 10 years, compared to a net increase of \$1.91M for the Essential Energy funded model.

It is proposed to fund the estimated upfront cost of \$2.93M from external loan borrowings, over a 6-year loan term with the repayments to be funded from the estimated annual savings. Indicative commercial interest rates for this loan term are currently around 2.22%. Following the completion of this project, Council staff will request quotes from a number of financial institutions for these loan borrowings and a further report will be provided back for approval.

Due to the proposed timing of the project and to ensure Council secures a funding source prior to the commencement of the works, it is recommended to fund this project from external loan borrowings. External loan borrowings are also proposed due to

recent Council adopted works which have now exhausted Council's internally restricted reserves.

Recent discussions with the Office of Local Government have identified that if Council were to request any internal loans from externally restricted funds (under Section 410 of the Local Government Act 1993) that the interest rate applied to these loans would be equal to the current return of Councils investment portfolio for each financial year. For the one-year period to December 2019, Council's investment portfolio returned 2.83%. Attachment 2 to this report outlines the financial modelling for both external loan borrowings and an internal loan as options for the Council funded model. Given the minimal difference over the 10-year period (approximately \$65,501) and the certainty for Council to have a fixed rate external loan, it is recommended that this be funded from external loan borrowings.

Policy and Legislation

N/A

Link to Strategic Plan

The Environment

Objective: We create a sustainable environment for future generations

Outcome: We demonstrate sustainable practices

Risk Management Issues for Council

N/A

Internal / External Consultation

Council staff have liaised with both internal and external stakeholders regarding the upgrade to the Street Lighting network, including Essential Energy and Wagga Police.

Council staff have liaised with Essential Energy to develop the costings and options outlined in this report. Councillors have been consulted through two (2) Councillor Workshops, held on 5 August 2019 and 9 December 2019. The following Councillors were in attendance at each workshop:

5 August 2019



- The Mayor, Councillor Greg Conkey
- Councillor Dallas Tout
- Councillor Yvonne Braid
- Councillor Dan Hayes
- Councillor Vanessa Keenan
- Councillor Rod Kendall
- Councillor Kerry Pascoe
- Councillor Tim Koschel

9 December 2019

- The Mayor, Councillor Greg Conkey
- Councillor Dallas Tout
- Councillor Yvonne Braid
- Councillor Dan Hayes

- Councillor Vanessa Keenan
- Councillor Rod Kendall
- Councillor Kerry Pascoe
- Councillor Tim Koschel

Attachments

1.  Financial Modelling - Option 3
2.  Financial Modelling - Council Funding Options

RP-11 PROPOSED DEVELOPMENT OF A DRAFT REGIONAL PROCUREMENT PREFERENCE POLICY

Director: Natalie Te Pohe

Summary: To provide a recommendation to Council for officers to draft a Regional Procurement Preference Policy in response to resolution 19/326 from the 9 September 2019 Council meeting and subsequent workshop on 9 December 2019.

Recommendation

That Council:

- a request the General Manager, or their delegate to proceed with the development of a draft Regional Procurement Preference Policy that contains the following general components:
 - i applied to the region defined as being within the boundary of the Riverina Joint Organisation area.
 - ii applied to all procurement activities (both quotations and Tenders) \$50,000 and above.
 - iii all procurement activities \$50,000 and above are to have selection criteria developed similar to Tender activities including a Regional Content Selection Criteria
 - iv the Regional Content Selection Criteria must be no greater than 5% (so that it is not the determining factor in any procurement activity, and the appropriate weighting can still be provided for quality and price for example)
 - v that subject to public submissions and subsequent adoption, the impact of applying the Policy is to be reviewed after 12 months and reported back to Council in order to determine whether the Policy should continue or be rescinded

Report

This report provides a response to Council resolution 19/326 from the 9 September 2019 Council meeting, specifically part e being:

e conduct a Councillor workshop and receive a further report at a meeting in January 2020 regarding the option of implementing a regional price preference policy.

History and Discussions to Date

There have been several discussions in relation to establishing a local preference policy for Council prior to the current active resolution including:

Date	Matter
31 January 2011	Notice of Motion and a draft Local Preference Policy considered by Council – requested a further report
18 February 2011	Legal advice received in relation to the draft Policy

Date	Matter
28 March 2011	Council resolved not to proceed
15 February 2016	Workshop with Councillors to discuss a Local Preference Policy and building resilience in local suppliers. No consensus on proceeding with a Policy

While there was an initial workshop with Councillors held on 9 December 2019 to discuss the potential of developing a Regional Procurement Preference Policy, Council has resolved not to proceed with this activity in the past. Officers are therefore requesting a Council resolution prior to proceeding with the development of a Policy, and to ensure consistency with the 9 September resolution of Council.

During the workshop with Councillors held on 9 December 2019, it was highlighted that during 2017/18, Council's approximate expenditure (based on purchase orders raised and a review of contracts) demonstrated 77% (\$46.140M) was made in regional and local NSW (where an office was present). This is highlighted in Table A below:

Table A

State/Territory	Total	Regional	Local	Other	Total	Regional	Local	Other
New South Wales	49,761	14,017	26,037	9,707	82%	23%	43%	16%
Victoria	7,145	4,548	-	2,597	12%	8%	0%	4%
Queensland	2,519	501	1,036	982	4%	1%	2%	2%
Australian Capital Territory	814	-	-	814	1%	0%	0%	1%
South Australia	110	-	-	110	0%	0%	0%	0%
Western Australia	27	-	-	27	0%	0%	0%	0%
Tasmania	101	-	-	101	0%	0%	0%	0%
Northern Territory	3	-	-	3	0%	0%	0%	0%
	60,481	19,067	27,073	14,341	100%	32%	45%	24%

Such a large spend within the region is not generally seen when compared to some other councils, and is a positive outcome. It is therefore unclear as to whether the community would see the development of such a Policy as a benefit or a hindrance. In considering whether to proceed with the development of a Procurement Preference Policy and what parameters may be contained within such a Policy, some of the advantages and disadvantages were discussed:

Potential Advantages

- developing local businesses
- assists to deliver local economic growth by retaining spend within the area
- assists creating or retaining employment opportunities
- strengthens business relationships

Potential Disadvantages

- can impact on competition (some businesses outside the area may not submit to a Request for Quote/Tender) which can also lessen the drive of a business to contain costs
- adds a layer of bureaucracy in determining what inputs of an offer are classed as local/regional and those that are not
- potential increased costs to Council and the community to deliver the same services and infrastructure
- possible contravention of the *Competition and Consumer Act 2010* (formerly the *Trade Practices Act 1974*) established by the Federal Government (unlikely unless the Policy is designed to significantly reduce competition)
- increased risk of negative perceptions forming about the probity of council practices and conflicts of interest for staff and councillors.

Options for Parameters

There are numerous options for parameters that require definition, with Attachment 1 highlighting some of the differences between councils across Australia. It should be noted that each of the documents listed in Attachment A are public and available on the respective council websites. In relation to the possible parameters, the following were discussed:

- *Local or Regional and how to define*

The Policy may apply only locally in order to support the Wagga Wagga Local Government Area, or it could have expanded parameters and define a Regional Area. While this could be determined by the RDA – Riverina Region, it could also be determined as the Riverina Joint Organisation area, and given Wagga Wagga is an associate member of the Canberra Joint Organisation, it could be expanded to this area also.

While the above options were discussed, during the workshop, most Councillors indicated that if a Policy were to be developed, that it be applied regionally to the area defined by the Riverina Joint Organisation whereby the member councils are: Bland, Coolamon, Cootamundra-Gundagai, Greater Hume, Junee, Lockhart, Temora, and Goldenfields Water and Riverina Water County Councils.

- *Regional Content Definition*

If a Policy were to be developed it's proposed that Regional Content be defined as goods or services procured from a supplier or employees living permanently within the defined Riverina Joint Organisation Region. Note that this could be restricted to only those suppliers or employees living permanently in the Wagga Wagga Local Government Area, however supporting regional neighbours is important in the context of Wagga Wagga operating in a hub and spoke model for many services and trying to support economic growth across the region.

- *Regional Supplier Definition*

If a Policy were to be developed it's proposed that Regional Supplier be defined as a business, contractor or industry:

- a. Either permanently based in, or employing staff operating from permanent premises situated within the Riverina Joint Organisation Region (noting that

- this would be defined as the region containing the member Councils outlined above) for not less than six months prior to the date of the Procurement Request, and
- b. Registered or licensed in New South Wales.

Part b would need to be further defined to resolve the potential for not providing a preference when a local office exists. As an example, one supplier that Council utilise have their registered office (as determined by the Australian Securities and Investments Commission (ASIC)) in metropolitan Sydney, their postal address on invoices is for a location in Melbourne and yet they have a local office established. If a Policy is resolved to be drafted, the intent of officers would be to provide a preference to a business, irrespective of size, if there is an office located in the defined region and this can be evidenced in some way.

- *Percentage Price Discount for Assessment Purposes*

There are numerous options that could be applied:

- a. Council could apply both a local and a regional content and supplier definition and scale the discount; or
- b. The discount could be scaled according to the purchase amount;
- c. There is an option to include a maximum discount amount; and
- d. Council could only apply a price discount if all qualitative assessment scores were equal.

There are other factors to consider in implementing a percentage price discount such as the requirement to set aside funds in a Reserve so as not to impact the project costs if the procurement activity is awarded overall based on price. Another consideration would be to ensure that there is transparency in the use of such a Policy and incorporating the cost of such a price discount as part of the Council resolution so that the community can see the impact. There is also the option for the reporting of the cost of the Policy impact in the Annual Report.

During discussions with officers at Port Macquarie-Hastings, it was interesting to note that while they have a Local Preference Policy, in the last two years, there would not have been a different outcome in any of the procurement activities awarded.

Officers believe that a percentage price discount for assessment purposes contains more disadvantages and risks for the region than it does provide advantages and are therefore not recommending to incorporate a price discount if a draft Policy is to proceed. This was generally supported during the workshop.

- *Regional Content Selection Criteria*

For procurement activities undertaken by Council, a regional content weighting may be incorporated into the selection criteria. Regional content may include such things as:

- a. Creation of local employment opportunities
- b. More readily available servicing support
- c. Economic growth within the region
- d. Contributions to the regional area

It would be a requirement of the supplier to demonstrate their regional content as part of the procurement process being undertaken. Discussions were then had as to what levels this could realistically be applied to from an operational perspective and whether

it should be included in Tenders only, or whether it was to be included in quotation processes also. Currently, the Procurement Team are generally involved in most procurement activities that exceed \$50,000. Many of those at a lesser value are managed by the respective officers, with the Procurement Team only being involved once the purchase requisition is raised. This process will modify with the introduction of the e-Procurement solution whereby Procurement Team will no longer see all purchase requisitions prior to them being finalised as an order, making it more difficult for there to be oversight of the assessment of Regional Content.

In summary, officers are therefore proposing that if a draft Policy is to be developed, that it contains the following general components:

- Applied to the region defined as being within the boundary of the Riverina Joint Organisation area.
- Applied to all procurement activities (both quotations and Tenders) \$50,000 and above.
- All procurement activities \$50,000 and above are to have selection criteria developed similar to Tender activities including a Regional Content Selection Criteria.
- The Regional Content Selection Criteria must be no greater than 5% (so that it is not the determining factor in any procurement activity, and the appropriate weighting can still be provided for quality and price for example).
- That subject to public submissions and subsequent adoption, the impact of applying the Policy be reviewed after 12 months and reported back to Council in order to determine whether the Policy should continue or be rescinded.

Financial Implications

While the development of a draft Policy contains no financial implications, the final components of the Policy adopted by Council, will determine if there may be financial implications when implemented.

Policy and Legislation

The OLG Tendering Guidelines in relation to Local Preference Policy – Attachment 2.

The ACCC guidelines regarding the misuse of market power – Attachment 3.

Link to Strategic Plan

Growing Economy

Objective: We are a Regional Capital

Outcome: We attract and support local businesses and industry

Risk Management Issues for Council

The risks to Council will be determined by the details of the proposed Policy, however the intent of officers is to minimise any risk imposed, hence the suggestion not to include a Price Preference for assessment purposes in a draft Policy for example.




Internal / External Consultation

A workshop was undertaken on 9 December 2019 with the following Councillors in attendance:

Mayor Greg Conkey
Deputy Mayor Dallas Tout
Cr Yvonne Braid
Cr Rod Kendall
Cr Tim Koschel
Cr Kerry Pascoe
Cr Dan Hayes
Cr Vanessa Keenan

Initial discussions have also been held with the President of the Wagga Wagga Business Chamber concerning the Local Government Procurement Toolkit that has been developed by the NSW Small Business Commissioner, and also in relation to the community education that Council intends to roll out during 2020. While it is early in the engagement process, the initial meeting was positive and will continue. Discussions will also be undertaken with appropriate representatives from the First Nations People.

Attachments

1.  Comparison of Local Preferences
2.  Extract from OLG Tendering Guidelines
3.  ACCC Guidelines on Misuse of Market Power

RP-12 86 HARRIS ROAD GOBBAGOMBALIN (DA18/0302) PROPOSAL TO DEFER DEVELOPER CONTRIBUTIONS**Author:** Belinda Maclure**Director:** Michael Keys**Summary:**

A request has been received from the Combined Development Group regarding the deferral of the payment of infrastructure contributions associated with DA18/0302.02, for the subdivision of 86 Harris road into 214 lots. The development application was determined on 24 April 2019.

The developer contribution charges due (as at April 2019) are:

- Section 7.11 of \$19,526.06 per lot for 210 lots, a total of \$4,100,472.60
- Section 64 Stormwater of \$2,218.31 per lot for 210 lots, a total of \$465,845.10
- Section 64 Sewer of \$3,988.61 per lot for 210 lots, a total of \$837,608.10

The infrastructure contributions due are subject to annual indexation in July.

The Combined Development Group proposed to lodge a bank guarantee for the total amount of the infrastructure contributions owing at the release of the subdivision certificate. They proposed the debt would then be paid when 75% of the lots of each stage are settled. The remainder of the debt of each stage is to be paid within six months of the registration of lot titles.

Instead of this approach it is recommended the infrastructure contributions owing are deferred for 12 months following the receipt of a bank guarantee.

Recommendation

That Council:

- a defer the Section 7.11 infrastructure contributions due for the subdivision of 86 Harris Road as detailed in DA18/0302.02 for 210 lots
- b defer the Section 64 Stormwater and Sewer infrastructure contributions due for the subdivision of 86 Harris Road as detailed in the DA18/0302.02 for 210 lots
- c prior to the release of a Subdivision Certificate require an unconditional bank guarantee in Councils favour from Combined Development Group Pty Ltd for the total amount of the outstanding infrastructure contributions, \$5,403,925.80, for a maximum of 12 months

Report

The Combined Development Group has requested to defer the infrastructure contributions due for their development at 86 Harris road, Gobbagombalin. The development is a 214 lot subdivision and was determined on 24 April 2019 as DA18/0302.

The development is for a 214 lot subdivision over 7 stages varying between 2 and 58 lots per stage. The following table shows the lots to be developed in each stage.

Stage	Lots
1	1
2	58
3	3
4	52
5	33
6	48
7	19
Total	214

The development application requires \$19,526.06 per lot to be paid for Section 7.11 developer contribution under the City of Wagga Wagga Section 94 Contributions Plan 2006 -2019. This contribution is required for lots created in each stage (other than the one in Stage 1 and all lots created in Stage 3) prior to the issuing of the Subdivision Certificate. Therefore 210 lots are required to pay Section 7.11 infrastructure contributions, with a total amount due of \$4,100,472.60. The Section 7.11 infrastructure contributions are subject to annual indexation in July.

As detailed in the development application the Section 64 Stormwater base figure for the one lot in stage 1 and all lots in stage 3 is \$0. The Section 64 contribution required to be paid for all remaining 210 lots is \$2,218.31 per lot or \$465,845.10 in total.

The Section 64 Sewer charge for the one lot in stage 1 and all lots in stage 3 is \$0, as per the development application. The remaining 210 lots are required to pay \$3,988.61 per lot, a total of \$837,608.10

Section 64 Sewer and Stormwater charges are indexed each December annually.

The Combined Development Group propose to provide two bank guarantees for the total amount of infrastructure contributions owing at the time the subdivision certificate is issued. They then propose to discharge 75% of the amount of the debt when 75% of the lots are settled for each stage, which they anticipate to be shortly after the registration of the lot titles. The Combined Development Group will notify Council when this milestone is achieved. During the course of the six months following the registration of lot titles, they expect to have the balance of the lots settled and would then discharge the debt owing in full at that time. The achievement of this milestone will also be advised by the developer.

This approach requires additional administration and leaves some uncertainty as to the receipt of the outstanding contributions. We recognise that the current financial climate poses some additional pressures on residential development and are therefore proposing an alternative solution. It is recommended that council accept an unrestricted bank guarantee in Council's favour for the total amount of infrastructure

contributions owing at the time the subdivision certificate is issued. This bank guarantee is required to be for a maximum of 12 months and 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 by defining the time period for collection.

The Wagga Wagga Local Infrastructure Contributions Plan 2019-2034 allows for the deferral of developer contributions. Section 3.3 of the Contributions Plan states a developer may apply to the Council under Section 4.55 of the Environmental Planning and Assessment Act 1979 to modify the condition of a development application to defer the payment of the contribution due, secured by a bank guarantee. The Plan states approval can only be made by a resolution of Council and will only be granted:

1. In exceptional circumstances such as demonstrated financial hardship of the developer, and
2. Where the deferred payment
 - a. Will not prejudice the timing or manner of the provision of public amenities, and
 - b. Does not otherwise create an undesirable precedent.

As indicated in the letter received from the Combined Development Group, the reason for the request is to assist them at a time when bank finance is unavailable for regional residential development. The Group's projects have been fully funded internally post the global finance crisis and this puts considerable strain upon their cash flow, especially when they are operating in more than one city.

The letter goes on to say the contributions are considerable and any assistance afforded to the Combined Development Group greatly increases the prospect of their next stage of the development commencing without delay.

Given the reserve balances shown in the 2020-2029 Long Term Financial Plan for the Section 7.11, Section 64 Stormwater and Sewer reserves it is unlikely the deferral of these infrastructure contributions will affect the delivery of the capital projects schedule.

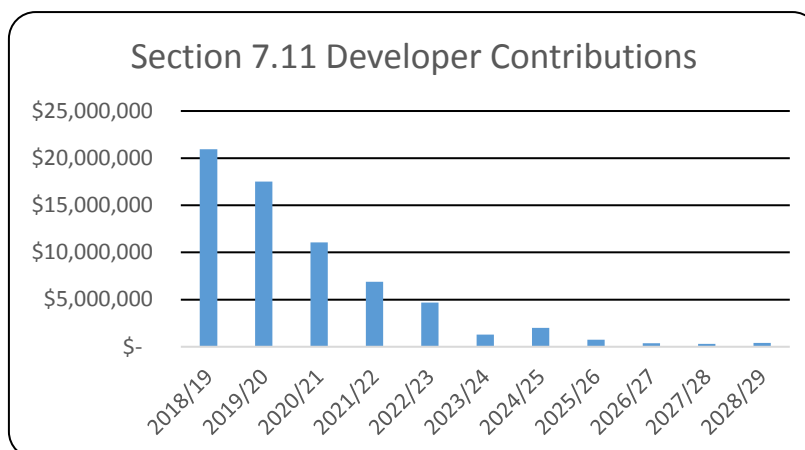
Each request for the deferral of infrastructure contributions will be considered on a case by case basis and will consider the associated reserve predicted balance at the time. Therefore, the approval of this proposal will not create an undesirable precedent.

Financial Implications

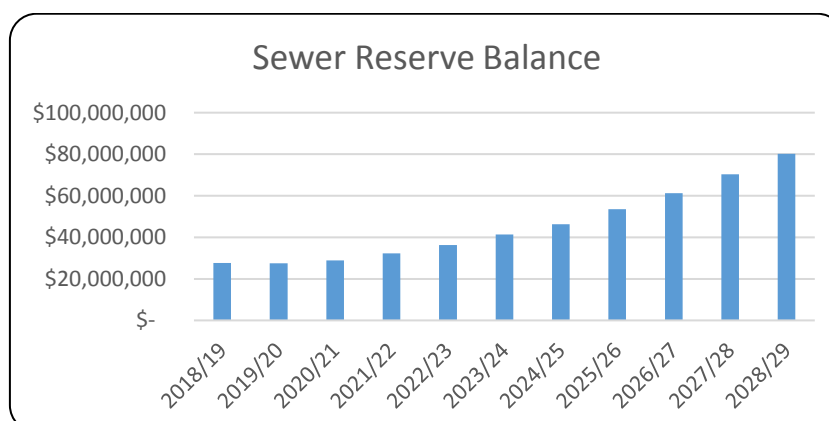
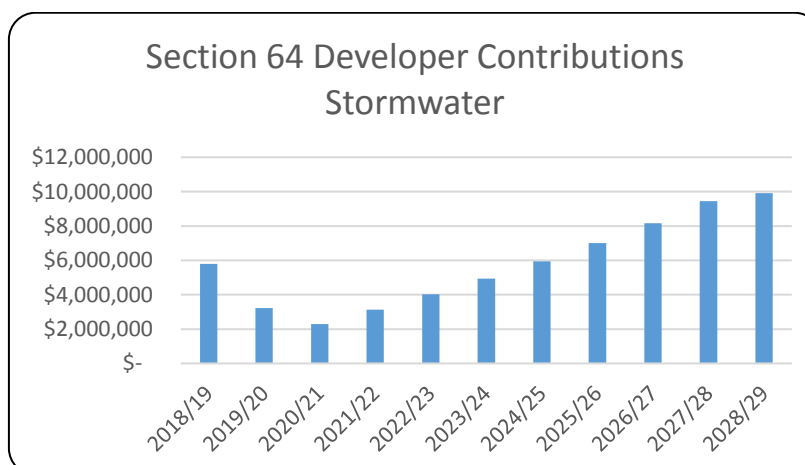
This proposal has financial implications for the Section 7.11, Section 64 Stormwater and Sewer reserves in the short term. The reserve balances are currently:

- \$23,838,000 Section 7.11 (Wagga Wagga City Council Annual Financial Statements for the year ended 30 June 2019)
- \$6,551,000 Section 64 Stormwater (Wagga Wagga City Council Annual Financial Statements for the year ended 30 June 2019)
- \$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 reserves as follows. The predicted reserve balances account for the predicted developer contribution income and scheduled project expenditure over the next ten years.



The Wagga Wagga Local Infrastructure Contributions Plan 2019-2034 includes proposed borrowings of \$5,678,046 funded by infrastructure contributions as projects B1 and B2 of the Plan. This proposed borrowing will finance the early delivery of a number of projects across Wagga Wagga that should in turn support the acceleration of the development anticipated across the city under the Plan, therefore the reserve balance is predicted to remain positive.



Policy and Legislation

The Wagga Wagga Local Infrastructure Contributions Plan 2019 -2034 allows for the deferral of Section 7.11 contributions due under clause 3.3 of the Plan, where the deferral is approved by a Council resolution.

This direction forms the basis of the resolution for the Section 64 sewer and stormwater contributions also.

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

The most significant risk for Council is precedent this may set for other developments across the city.

Given the current balances of the reserves the risk of not providing the infrastructure is considered unlikely.

There is also a risk that the developer will not advise Council when the lots are settled and therefore when the infrastructure contributions are due. This risk is mitigated by the bank guarantee and the 12 month time limit.

Internal / External Consultation

There has been consultation with the Finance section internally.

RP-13 CIVIC CENTRE LIGHTING UPGRADE COMPLETION**Author:** Thomas Lemerle**Director:** Caroline Angel

Summary: The Civic Centre Lighting Upgrade Project was completed on 16 December 2019. The Project has been delivered on-time and under budget.

Recommendation

That Council:

- a receive and note the report
- b approve the budget variations as detailed in the financial implications section of the report

Report

At the 22 July 2019 Meeting, Council resolved to accept the offer of AC Electrics NSW Pty Ltd for the lighting upgrade to the Civic Centre. This project is part one of the Energy Savings Projects and includes an LED lighting upgrade to the Wagga Wagga Art Gallery, National Art Glass Gallery, Wagga Wagga City Library and Museum of the Riverina, Historic Council Chambers.

In total, 355 lights and 185 spare lenses were supplied for the galleries. 336 metres of new track has been installed in the art gallery and 75 metres was installed in the glass gallery. 64 lights and 82 metres of track was installed in the Historic Council Chambers. In the library, 175 lights and 316 tubes were replaced.

The purpose of these works was to transition to superior energy efficient lighting to reduce power consumption and maintenance costs and upgrade old lighting systems to improve capacity and ambiance.

The project has been completed \$39,841.84 under budget. Please refer to the Financial Implications section of this report for a detailed summary.

In addition, the project was completed on-time. Finished on the 16 December 2019, the project has been completed before the contracted date for practical completion of 7 January 2020.

From a WHS perspective, during the construction of the project there were 14 staff who worked a total of 751 hours with no injuries occurring.

Financial Implications

The funding sources for the Project were a combination of Developer Contributions (\$7.11), Internal Loans Reserve and Sustainable Energy Reserve.

At the 22 July 2019 Council Meeting, a total budget of \$611,197.40 GST exclusive was set for this project, comprising \$557,384 for contract and project management (PM) costs, plus \$53,813.40 for contingency.

The final total cost of this project is \$571,355.56 GST exclusive, which includes:

\$538,134.00 Contract sum
\$ 25,924.83 Contract Variations
\$564,058.86 Final contract sum

\$ 7,296.70 Other costs e.g. procurement, advertising, salaries:
\$571,355.56 Total project cost

Efficiencies for this project have been achieved by setting healthy contingencies and an economy of scale for PM costs from the overarching Energy Savings Project.

In summary, this report recommends that the budget saving of \$39,841.84 (\$611,197.40 less total expenditure \$571,355.56) is to be transferred to the generic Energy Savings Project job number (19733) for other project costs, PM cost and contingency allocation for the remaining Energy Savings Projects which are in the process of being completed.

Job numbers: 17734,17735,17736

Policy and Legislation

Council's POL 110 Procurement and Disposal Policy is relevant and has been applied, along with section 55 of the Local Government Act 1993.

Link to Strategic Plan

The Environment

Objective: We create a sustainable environment for future generations

Outcome: We demonstrate sustainable practices

Risk Management Issues for Council

Risks and Issues were managed by the Project Management Office in accordance with Council's Project Management Methodology. It is worth noting that no major issues were active during this project.

Internal / External Consultation

Internal and external consultation has occurred prior to and throughout the delivery of the Project. The Project has been well received by the community.

RP-14 RENEWAL OF COMMUNITY, CULTURAL AND SPORTING LEASE AND LICENCE AGREEMENTS EXPIRING DURING 2020

Author: Dianne Wright
Director: Michael Keys

Summary: This report provides for renewal of lease or licence agreements with sporting, cultural and community associations who occupy Council land and buildings.

Recommendation

That Council:

- a delegate authority to the General Manager or their delegate to negotiate renewal of the community, cultural or sporting association lease and licence agreements as detailed in the body of this report
- b delegate authority to the General Manager or their delegate to execute the agreements on behalf of the Council
- c authorise the affixing of Council's common seal to all relevant documents as required

Report

The Council has a portfolio of approximately 85 community, cultural and sporting association lease and licence agreements. These agreements regulate the occupation of Council owned and controlled land and building assets by third party occupiers.

During the 2020 calendar year, the agreements listed below will expire. Renewal is recommended upon similar terms and conditions to the current agreements.

It is recommended that Council agree to delegate authority to the General Manager or his delegate, to negotiate renewal of these agreements based on the following standard conditions:

STANDARD CONDITIONS	
Agreement duration	Up to five years unless another duration specified.
Fees	Rent and other occupation fees as per the Council's Fees and Charges as at the date of commencement. (Currently the Council's minimum community rent is \$655 per annum including GST).
Fee increases	Rent and other occupation fees adjusted annually on the anniversary of commencement as per the Council's Fees and Charges, or according to CPI if the Fees and Charges policy does not apply.
Public Liability Insurance	No less than \$20 million with the Council of the City of Wagga Wagga listed as an interested party.
Occupation Costs	Tenant to meet costs associated with occupation of the premises including but not limited to water, gas, electricity, sewer and waste disposal.
Maintenance Responsibilities	Tenant responsible for routine upkeep, servicing of equipment and day-to-day maintenance. The

STANDARD CONDITIONS	
	Council is responsible for works of a structural nature only (where Council buildings are occupied).
Preparation Fees	As per the Council's adopted Revenue and Pricing Policy current as at the date of commencement of the renewed agreement. The current licence preparation fee is \$210 including GST. Where leases are in place, legal fees incurred for agreement preparation are reimbursed by the tenant.

The agreements relate to Crown Land managed by Council, community land and operational land as set out in the following tables:

CROWN LAND			
<p><i>Note: All agreements over Crown Land require review by Council's Native Title Manager in accordance with section 8.3 of the Crown Land Management Act 2016 (taking effect from 1 July 2018).</i></p> <p><i>Under the aforementioned legislation, Council manages Crown Land as community land under the Local Government Act 1993 and is required to give public notice of a proposal to lease or licence of land. If objecting submissions are received in relation to any proposed agreement, a further report will be submitted to Council for consideration.</i></p>			
Organisation	Expiry Date	Property	Use
Wagga Wagga Women's Shed Inc	31 Jan 2020	Cnr Beckwith and Kincaid Streets, Wagga Wagga	Land and building for community purposes
South Wagga Tennis Club Inc.	28 Feb 2020	Tennyson Park, 40 Oates Avenue, Wagga Wagga	Land and building for community purposes
Tarcutta Mens Shed Inc	30 Jun 2020	Former RFS Shed, 8 Bent Street, Tarcutta	Land and building for community purposes.

COMMUNITY LAND			
<p><i>Note: Under Section 47a of the Local Government Act 1993 Council is required to give public notice of a proposal to lease or licence of land classified as community land. If objecting submissions are received in relation to any proposed agreement, a further report will be submitted to Council for consideration.</i></p>			
Organisation	Expiry Date	Property	Use
Janine King	31 Oct 2020	3 Dalman Parkway, Glenfield	Land only for carpark
Wagga Amateur Radio Club Inc.	30 Sep 2020. Renew for a period of three years to align with Wagga Art Society licence	9 Small Street, Wagga Wagga	Land and building for community purposes

	expiring August 2023.		
Wagga Wagga Bridge Club Inc.	30 Sep 2020	Belling Park, 7 Bolton Street, Wagga Wagga	Land and building for community purposes
Wagga Wagga Community Media Inc. (2AAAFM) LAND	31 Jul 2020	Public Reserve, Wandoo Place, Willans Hill (South)	Land only for community purposes

OPERATIONAL LAND			
Organisation	Expiry Date	Property	Use
Australian Red Cross Society	31 May 2020	16 Wiradjuri Cres Wagga Wagga	Land for community purposes
Murrumbidgee Local Health District	31 May 2020	Part 204 Tarcutta Street, Wagga Wagga	Building for community purposes

Financial Implications

As mentioned earlier in this report, rent and other occupation fees are as per the Council's adopted Revenue and Pricing Policy current as at the date of commencement of the renewed agreement (currently the Council's minimum community rent is \$655 per annum including GST for the 2019/20 financial year). The total rent received is included in Council's annual operating income budget.

Policy and Legislation

Leasing and Licensing Policy 038
Crown Land Management Act 2016
Local Government Act 1993

Link to Strategic Plan

Safe and Healthy Community

Objective: We promote a healthy lifestyle

Outcome: We promote participation across a variety of sports and recreation

Risk Management Issues for Council

N/A

Internal / External Consultation

Public notification of proposed agreements concerning Council community land and Crown Land managed under the *Local Government Act 1993* is required as outlined below. Direct consultation with Native Title Interests and Aboriginal Land Claimants may also be required in the case of Crown Land.

	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"/>												

RP-15 PROPOSED LEASE FROM AUSTRALIAN RAIL TRACK CORPORATION FOR URANQUINTY RURAL FIRE SHED, REST STOP AND PLAYGROUND

Author: Dianne Wright

Director: Michael Keys

Summary: This report recommends that Council enter into lease agreements as the lessee to ensure the continued provision of community facilities at Uranquinty.

Recommendation

That Council:

- a enter into lease agreements with the Australian Rail Track Corporation for the sites identified in the body of this report, upon the terms outlined in the body of this report
- b delegate authority to the General Manager or their delegate to execute any necessary documents on behalf of Council
- c authorise the affixing of Council's common seal to all relevant documents as required

Report

Council occupies land owned by Transport for New South Wales, and managed by the Australian Rail Track Corporation (ARTC) at Uranquinty.

The land comprises an area of approximately 9,000 square metres located between the Olympic Highway and the Main Southern Railway Line west of the Yarragundry Street level crossing in Uranquinty.

Council assets located on the land include a Rural Fire Services (RFS) Shed, toilet and picnic amenities, car parking, landscaping and a playground.

Council has leased the land from ARTC since 2007, with the most recent leases expiring in 2017. Recently, lease renewal offers have been received from ARTC for the sites as follows:

Lease Particulars	Rest Stop Site	RFS Shed Site
Commencement Date	1 October 2019	1 February 2019
Lease Duration	Five years	Five years
Annual Rent excluding GST	\$1,500	\$720
Rent Increases	3% annually	3% annually
Lease Preparation Fee	\$1,595	\$792
Statutory Charges & Outgoings	Payable by Council	Payable by Council

In addition to the above costs Council as the lessee is required to devise and implement an Environmental Management Plan (EMP) for the sites. The requirement for an EMP is becoming standard practice to provide the landowner with comfort the land is being used and managed in a sound manner. Costs associated with

development of the EMP by a suitably qualified environmental consultant are estimated at \$5,000.

Renewal of the agreements is recommended to ensure the continued provision of firefighting facilities, and facilities for travellers on the Olympic Highway at Uranquinty.

Financial Implications

The lease expenditure and all related costs incurred for the sites included in this report are included in Council's annual operating budgets.

Policy and Legislation

N/A

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

Australian Rail Track Corporation
City Strategy – Parks Strategic
Council's Community Directorate – Environment

Attachments

1.  Location Map - ARTC lease sites, Uranquinty

COMMITTEE MINUTES

M-1 AUDIT RISK AND IMPROVEMENT COMMITTEE - 21 NOVEMBER 2019 AND AUDIT, RISK AND IMPROVEMENT COMMITTEE ANNUAL REPORT

Author: Ingrid Hensley
General Manager: Peter Thompson

Summary: The Audit, Risk and Improvement Committee is an advisory committee of Council. This Report seeks that Council endorse the recommendations made by the Committee at its November 2019 meeting. Those recommendations relate to the role of the Committee in providing independent assurance and assistance to Council on financial reporting, risk management, internal controls, governance, and internal and external audit and accountability responsibilities.

Recommendation

That Council:

- a endorses the recommendations contained in the minutes of the Audit, Risk and Improvement Committee Meeting held on 21 November 2019
- b receive and note the Audit, Risk and Improvement Committee Annual Report 2018-19

Report

Chairperson Report

The meeting was attended by members of Snowy Valley Council (SVC) to observe the meeting of the ARIC. In attendance were the SVC Chair of ARIC and the Coordinator of Governance and Risk.

RP10: Senior Management Presentation

The Committee received a presentation from Manager Technical and Strategy. The Director Operations was also in attendance. The Committee was alerted to risks related to appropriate resourcing, planning and design and plans underway to identify the best tool for the management of council's assets. It was pleasing to hear that the operations of the Sydney office have been successful with the recruitment of key professional staff to undertake work in this area.

RP3: September 2019 Quarterly Budget Review

The Director Corporate Services advised this Committee in response to a question on management reporting that there are a number of reporting and meetings relating to costs, budget and financial management with key staff. This allows a reasonably robust progress to year end wrap up. This more detailed verbal information provided a level of confidence to the Committee on the financial sustainability of Council.

RP4: ARIC meeting dates and Planning schedule 2020

The Committee reviewed its work planned for the coming calendar year and requested that presentations be provided by Directors. The meeting dates have been set.

RP5: ARIC Annual Report and self-assessment questionnaire.

It is important that the Committee reflect on its performance to ensure that it meets the expectations laid out within its Charter and by Management and Council. The questionnaire (respondents remain anonymous) was distributed to all Council, senior staff and ARIC Committee members. There were 9 responses.

The Committee discussed the findings of the assessment and identified opportunities for improvement. One of which is for the Chair to address Council of the operations of the ARIC and the other is to include the Chair's report into the Councillor Bulletin.

Chair attendance at the IIA Local Government Assurance Forum

I thank Council for allowing me to attend the Local Government Assurance Forum as their representative held in Sydney on 14 and 15 November 2019. These forums are attended by those interested in the profession and good practice of internal audit and provide key learning opportunity on current industry trends and good governance.

Of particular interest to me as the ARIC Chair in local government were presentations by the Auditor General NSW Audit Office Margaret Crawford who provided an insight into preparation of financial statements with mention of key issues relevant to all NSW local government including quality and timeliness, physical asset valuations, importance of good IT controls, and the impact of the new accounting standards.

The Manager Council Governance John Davies spoke about the recently released OLG discussion paper - *A new risk management and internal audit framework for local councils in NSW* and took questions and heard concerns from the floor on its implementation.

Professor Percy Allan discussed financial sustainability drivers and posed the question "what's the purpose of statutory accounts if you don't have management accounts which are used for policy and decision making".

A presentation on *ARIC Progress and Challenges* alerted attendees to what a better practice ARIC should interest itself in. Additionally it was made clear that ARIC are not in place to ratify management decisions and should not direct, determine or decide but can review, request and recommend.

A forum specifically designed for Audit, Risk and Improvement Committees is being organised by IIA for August 2020.

Marg Nicholls

Chair

Wagga Wagga City Council Audit, Risk and Improvement Committee

Audit, Risk and Improvement Committee Annual Report

Council's Audit, Risk and Improvement Committee Charter requires the Committee to report regularly, and at least annually, to Council on the management of risk and internal controls, including:

- A summary of the work the Committee performed to discharge its responsibilities during the preceding year; and
- Details of meetings, including the number of meetings held during the relevant period, and the number of meetings each member attended

The Audit, Risk and Improvement Committee tables the attached Annual Report 2018-2019 to Council for noting.

Financial Implications

Council has granted certain authorities to the Audit, Risk and Improvement Committee within the scope of its role and responsibilities, as defined within its Charter. As an advisory committee to Council, the Audit, Risk and Improvement Committee has no authority to action items that may have a budget and/or resource implication outside of this authority unless Council resolves to adopt the recommendations.

The Reports to the Committee considered financial implications as applicable to those individual matters.

There are no other direct budgetary implications associated with the minutes of the 21 November 2019 Audit, Risk and Improvement Committee meeting.

Policy and Legislation

Audit, Risk and Improvement Committee Charter

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We are accountable and transparent



Risk Management Issues for Council

The Audit, Risk and Improvement Committee assists Council by monitoring its risk exposure and determining if management systems have appropriate risk management processes in place

Internal / External Consultation

N/A

Attachments

1.  Audit Risk and Improvement Committee 21 November 2019
2.  Audit, Risk and Improvement Committee Annual Report 2018-2019

M-2 FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE - MEETING HELD 3 DECEMBER 2019

Author: Peter Ross
Director: Caroline Angel

Summary: | The Floodplain Risk Management Advisory Committee met on 3 December 2019.

Recommendation

That Council receive the minutes of the Floodplain Risk Management Advisory Committee Meeting held on 3 December 2019.

Report

The Floodplain Risk Management Advisory Committee met on 3 December 2019. The minutes are attached for Councillors reference.

Financial Implications

N/A

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

N/A

Attachments

1. Floodplain Risk Management Advisory Committee Minutes - 3 December 2019



M-3 SISTER CITY COMMUNITY COMMITTEE - MINUTES - 18 DECEMBER 2019

Author: Elizabeth Cox
General Manager: Peter Thompson

Summary: A Sister City Community Committee meeting was held on 18 December 2019. The minutes of the meeting are attached for the information of Councillors.

Recommendation

That Council receive the minutes of the Sister City Community Committee Meeting held on 18 December 2019.

Report

A Sister City Community Committee meeting was held on the 18 December 2019. The minutes of that meeting are attached for the information of Councillors.

Financial Implications

N/A

Policy and Legislation

Sister City Community Committee Terms of Reference

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

N/A

Attachments

1.  Sister City Community Committee - Minutes - 18 December 2019

QUESTIONS/BUSINESS WITH NOTICE

CONFIDENTIAL REPORTS

CONF-1 PROPOSED LEASE RENEWAL TO THE LEISURE COMPANY INTEGRATED RECREATION INCORPORATED - 99 PETER STREET, WAGGA WAGGA

Author: Dianne Wright

Director: Michael Keys

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

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

CONF-2 KOORINGAL RISING MAIN - PROPOSED EASEMENTS FOR RIGHT OF CARRIAGEWAY AND CHANGE TO EASEMENT TO DRAIN SEWAGE

Author: Dianne Wright

Director: Michael Keys

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

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

CONF-3 AIRPORT TAXIWAY

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-4 RATEPAYER MATTER

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: -

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

**CONF-5 RFT2020-13 FEASIBILITY STUDY FOR FLOOD MITIGATION
OPTIONS FOR NORTH WAGGA AND SURROUNDING FLOODPLAIN
AREA**

Author: Andrew Mason

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 RFQ2020-519 SUPPLY OF ONE 6X4 TRUCK WITH FIRE FIGHTING CAPABILITY

Author: David Butterfield

Director: Natalie Te Pohe

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

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

CONF-7 RFQ2020-517 SUPPLY OF TWO 4X2 TIP AND TILT TRAY TRUCKS

Author: David Butterfield

Director: Natalie Te Pohe

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

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