



Agenda and Business Paper

Ordinary Meeting of Council

To be held on
Monday 7 March 2022
at 6:00pm

Civic Centre cnr Baylis and Morrow Streets,
Wagga Wagga NSW 2650 (PO Box 20)
P 1300 292 442
P council@wagga.nsw.gov.au

wagga.nsw.gov.au

NOTICE OF MEETING

The proceedings of all Council meetings in open session, including all debate and addresses by the public, are recorded (audio visual) and livestreamed on Council's website including for the purpose of facilitating community access to meetings and accuracy of the Minutes.

In addition to webcasting council meetings, audio recordings of confidential sessions of Ordinary Meetings of Council are also recorded, but do not form part of the webcast.



Mr Peter Thompson
General Manager

WAGGA WAGGA CITY COUNCILLORS



**Mayor
Councillor Dallas
Tout**



**Deputy Mayor
Councillor Jenny
McKinnon**



**Councillor Georgie
Davies**



**Councillor Richard
Foley**



**Councillor Dan
Hayes**



**Councillor Michael
Henderson**



**Councillor Rod
Kendall**



**Councillor Tim
Koschel**

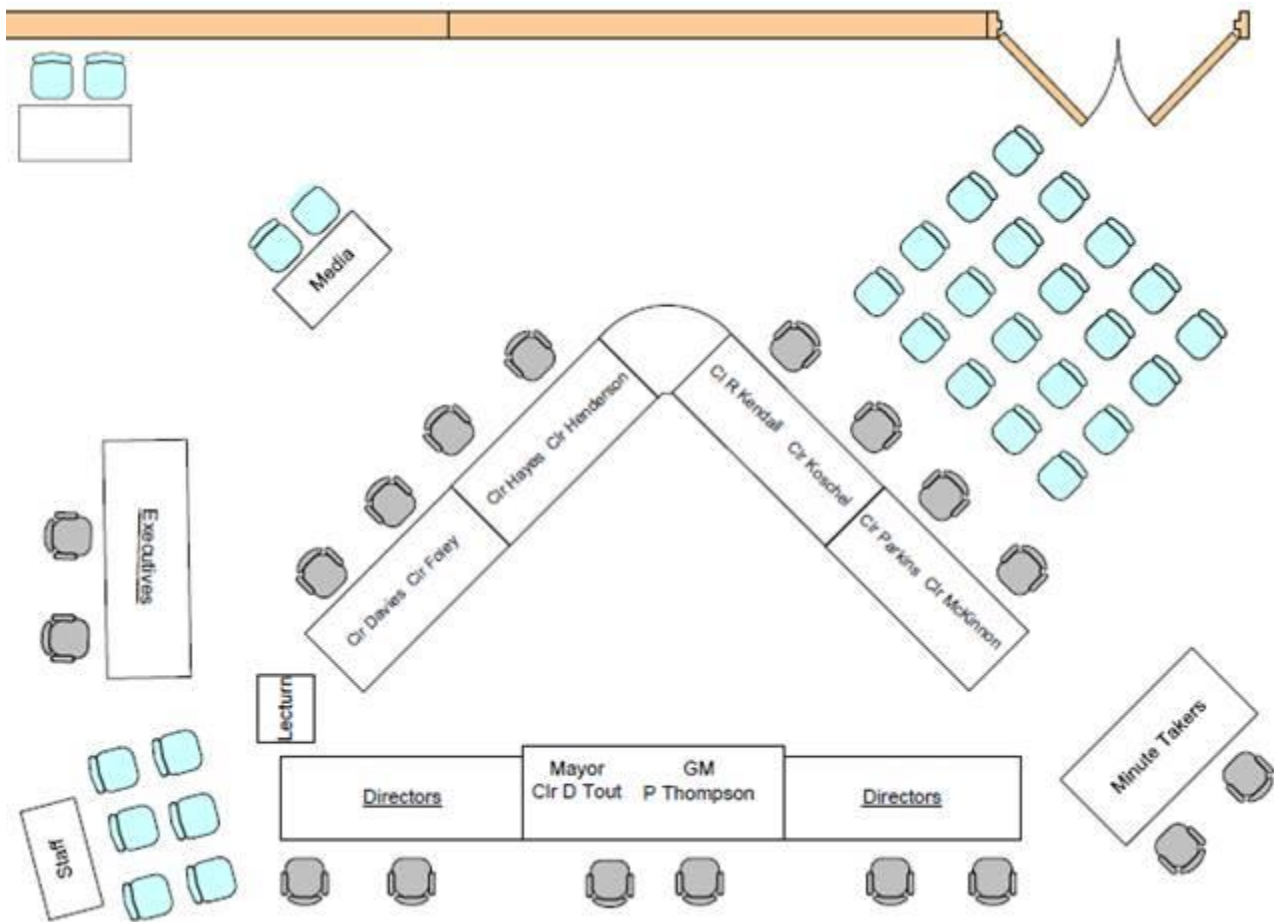


**Councillor Ameila
Parkins**

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 7 MARCH 2022

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PRAYER

Almighty God,

Help protect our Mayor, elected Councillors and staff.

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

Amen.

ACKNOWLEDGEMENT OF COUNTRY

Wagga Wagga City Council acknowledges the traditional custodians of the land, the Wiradjuri people, and pays respect to Elders past, present and future and extends our respect to all First Nations Peoples in Wagga Wagga.

We recognise and respect their cultural heritage, beliefs and continuing connection with the land and rivers. We also recognise the resilience, strength and pride of the Wiradjuri and First Nations communities

APOLOGIES

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 14 FEBRUARY 2022

Recommendation

That the Minutes of the proceedings of the Ordinary Council Meeting held on 14 February 2022 be confirmed as a true and accurate record.

Attachments



1. Minutes - 14 February 2022 - Council Meeting 142

CM-2 EXTRAORDINARY COUNCIL MEETING - 21 FEBRUARY 2022

Recommendation

That the Minutes of the proceedings of the Extraordinary Council Meeting held on 21 February 2022 be confirmed as a true and accurate record.

Attachments

1   Minutes - Extraordinary Council Meeting - 21 February 2022 164

DECLARATIONS OF INTEREST

NOTICE OF MOTIONS OF RESCISSION

NOR-1 NOTICE OF MOTION OF RESCISSION - DA21/0492 - PLACE OF PUBLIC WORSHIP AT 53 GREGADOO ROAD, LAKE ALBERT, LOT 4 DP1142732

Councillor: Councillor Dan Hayes, Councillor Rod Kendall, Councillor Jenny McKinnon and The Mayor, Councillor Dallas Tout.

Summary: A resolution passed by the council may not be altered or rescinded except by a motion to that effect of which due notice has been given under the Code of Meeting Practice. A notice of motion to alter or rescind a resolution must be signed by three (3) councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

Recommendation

That Council:

- a rescinds Resolution No. 22/045 from the 14 February 2022 October 2020 Ordinary Council Meeting, which reads as follows:

That Council approve DA21/0492 subject to the conditions outlined in the Section 4.15 Assessment Report, with the following amendments to conditions:

C.6 A detailed or revised landscape plan and legend shall be submitted to and approved by the General Manager or delegate prior to the release of the Construction Certificate. The landscape plan shall be in accordance with Council's Landscape Guidelines and Landscape Application Checklist and include:

- (1) A Plant Schedule indicating all plant species, pot sizes, spacings and numbers to be planted within the development shall be submitted with the Landscape Plan. Plant species are to be identified by full botanical name. All plants proposed in the landscape plan are to be detailed in the plant schedule.*
- (2) A reduction in the area of hardstand facilitated by a car parking layout that complies with AS2890.1.2004 Parking Facilities, Part 1 Off-Street Car Parking.*
- (3) An increased landscaped setback to the eastern boundary to include vegetation of a suitable size and type and an acoustic treatment to the boundary fence.*
- (4) An increased landscaped area to the front setback area of the site to enhance the streetscape presentation, reduce the hard-stand area and provide screening to this area.*
- (5) Details of establishment and maintenance must be included with the plan.*

C.32 The operational plan approved in accordance with Condition C22 of DA21/0492 must be adhered to at all times.

- b consider the report included in the business paper to this ordinary meeting of council which recommends determination of DA21/0492 by way of approval

Report

A notice of motion of rescission was signed by four (4) councillors and is tabled for Council's consideration in accordance with the *Local Government Act* 1993 (NSW) and Council's Code of Meeting Practice.

It has been indicated that the signatories to that rescission motion desire a report to be presented to council to allow the subject development application, DA21/0492, to be reconsidered by the council at this meeting and determined. As such a report has been prepared and included in this business paper for consideration should the recommendations above be adopted.

Financial Implications

N/A

Policy and Legislation

Code of Meeting Practice
Local Government Act 1993 (NSW) section 372

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We are accountable and transparent


Risk Management Issues for Council

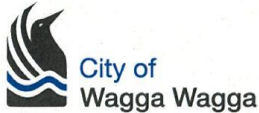
N/A

Internal / External Consultation

N/A

Attachments

- 1  Signed Notice of Motion of Rescission



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25 February 2022

The General Manager

Re: RESCISSION MOTION - DA21/0492 - PLACE OF PUBLIC WORSHIP AT 53 GREGADOO ROAD, LAKE ALBERT. LOT 4 DP1142732

We the following Councillors wish to lodge a rescission motion in relation to Resolution No. 22/045 - DA21/0492 - PLACE OF PUBLIC WORSHIP AT 53 GREGADOO ROAD, LAKE ALBERT. LOT 4 DP1142732 from the 14 February 2022 Council Meeting, which reads as follows:

That Council approve DA21/0492 subject to the conditions outlined in the Section 4.15 Assessment Report, with the following amendments to conditions:

C.6 *A detailed or revised landscape plan and legend shall be submitted to and approved by the General Manager or delegate prior to the release of the Construction Certificate. The landscape plan shall be in accordance with Council's Landscape Guidelines and Landscape Application Checklist and include:*

- (1) A Plant Schedule indicating all plant species, pot sizes, spacings and numbers to be planted within the development shall be submitted with the Landscape Plan. Plant species are to be identified by full botanical name. All plants proposed in the landscape plan are to be detailed in the plant schedule.*
- (2) A reduction in the area of hardstand facilitated by a car parking layout that complies with AS2890.1.2004 Parking Facilities, Part 1 Off-Street Car Parking.*
- (3) An increased landscaped setback to the eastern boundary to include vegetation of a suitable size and type and an acoustic treatment to the boundary fence.*
- (4) An increased landscaped area to the front setback area of the site to enhance the streetscape presentation, reduce the hard-stand area and provide screening to this area.*
- (5) Details of establishment and maintenance must be included with the plan.*

C.32 *The operational plan approved in accordance with Condition C22 of DA21/0492 must be adhered to at all times.*

M Hayes
25.2.22
25-2-22
25/02/2022

REPORTS FROM STAFF

RP-1 DA21/0492 - PLACE OF PUBLIC WORSHIP AT 53 GREGADOO ROAD, LAKE ALBERT LOT 4 DP1142732

Author: Paul O'Brien
General Manager: Peter Thompson

Summary:

This Development Application was previously determined by Council by way of approval. Subsequently a rescission motion was received in relation to that resolution. This report is presented to Council to allow reconsideration of the application and for determination.

The Application has been referred to Council as more than ten submissions have been received in objection to the proposed development.

The proposal is for a place of public worship to be constructed on a vacant land parcel. The building has been designed with similar bulk and form to a dwelling to respect the surrounding streetscape.

The development proposes the laying out of 12 car-parking spaces to the eastern side of the site and landscaping to the front, side and rear boundaries.

The proposed hours of worship are 6am-7am on Sundays and 6pm-7pm on Mondays. The maximum attendees at these times will be 50.

The type of development is one that is permitted with consent in an R5 zone, the merits assessment of the proposal has found that subject to conditions and an appropriate management plan the development is one that is acceptable in this location.

A full assessment of the Development Application is contained within the attached Section 4.15 Assessment Report.

In addition, a revised schedule of conditions is attached, which includes all changes to those contained in the original 4.15 Assessment Report, to reflect the previous resolution of Council.

Recommendation

That Council approve DA21/0492 subject to the conditions outlined in the attached Schedule of Recommended Conditions of Consent.

Development Application Details

Applicant	Carl Napier
Owner	Carl Napier, Brian Holt & Warwick Doven
Development Cost	\$250,000
Development Description	A place of public worship which consists of a single storey detached building with meeting hall, amenities and lobby area. Externally the building has a porch to both the front and rear and 13 car-parking spaces one of which is a garage space. Landscaping is proposed to the front, side and rear.

Report

Key Issues

- Compliance with the objectives of the R5 (large lot residential) zone objectives
- Character of the area
- Impact on streetscape
- Impacts on residential amenity from traffic and noise

Site Location

The land to which this development application relates to is known as 53 Gregadoo Road and is legally identified as Lot 4 in DP1142732. The subject site is on the northern side of Gregadoo Road approximately 150 metres to the east of Plunkett Drive and extends to an area of approximately 2518sq.m.



There are existing established residential dwellings on all sides of the subject site. Opposite the site to the south are rural residential lots and to the south west of the site is The Grange seniors housing development. Further to the east of the site is a cluster of educational uses consisting of Mater Dei Catholic College, Mater Dei primary school and a day care centre.

Assessment

- Under the provisions of the LEP, the subject site is within the R5 Large Lot Residential zone.
- The proposed place of public worship is a defined land use that is permitted with consent in the zone.
- A sufficient number of car-parking spaces have been provided in accordance with the requirements of the Wagga Wagga CP2010.
- The applicants have prepared an operational plan to assist with the management of noise and traffic at the premises, hours of use and capacity numbers are limited to ensure that impacts are minimal and acceptable.
- Stormwater management and enhanced landscaping are both secured via recommended conditions of consent.
- The application was advertised and notified and 15 submissions in objection to the development were received. The submissions related generally to the following issues:
 - The use is not appropriate in an R5 zone
 - Proposed hours of use will have unacceptable noise impacts
 - Insufficient parking
 - Out of character
 - Inconsistent with land covenants

The submissions have been addressed in the attached assessment report.

Having regard for the information contained in the attached Section 4.15 assessment report, it is considered that the development is acceptable for the following reasons and recommended for approval, subject to the conditions outlined in the attached Schedule of Recommended Conditions of Consent.

Reasons for Approval

1. The proposed development is consistent with the provisions of the Wagga Wagga Local Environmental Plan 2010.
2. The proposed development is consistent with the objectives and controls of the Wagga Wagga Development Control Plan 2010,
3. The limited hours of use and the maximum congregation numbers are not anticipated to result in significant detrimental impacts.
4. The proposed use can be controlled by both recommended conditions of consent and a management plan.

Financial Implications

N/A

Policy

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

Link to Strategic Plan

The Environment

Objective: We plan for the growth of the city

Outcome: We have sustainable urban development

Risk Management Issues for Council

Refusal of the application may result in an appeal process to 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 is not considered to raise risk management issues for Council as the proposed development is generally consistent with LEP and DCP controls and the proposed variation has been fully assessed and justified.

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 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"/>	
Involve																	
Collaborate																	







Attachments

1. DA21-0492 Covenants - Provided under separate cover



2. DA21-0492 Recommended Conditions of Consent - Provided under separate cover



3. DA21/0492 - S4.15 ASSESSMENT REPORT - Provided under separate cover

4. DA21/0492 - PLANS - Provided under separate cover

5. DA21/0492 - STATEMENT OF ENVIRONMENTAL EFFECTS - Provided under separate cover

6. DA21/0492 - OPERATIONAL PLAN - Provided under separate cover

7. DA21/0492 - NEIGHBOUR ANALYSIS REPORT - Provided under separate cover

8. DA21/0492 - REDACTED SUBMISSIONS - Provided under separate cover

9. DA21-0492 - UNREDACTED SUBMISSIONS

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: personnel matters concerning particular individuals. - Provided under separate cover

RP-2 COVID-19 FAST TRACK EVENTS SPONSORSHIP**Author:** Fiona Hamilton**Director:** Janice Summerhayes**Summary:**

Council is in receipt of four applications for the second round of the 2021/22 COVID-19 Fast Track Event Sponsorship Program. This funding is available to support events held from 1 January to 31 December 2022. Council endorsed the 21/22 round of the COVID-19 Fast Track Events Sponsorship program at the 8 November 2021 Ordinary Meeting.

The applications detailed in this report are for the Riverina Conservatorium's Live at Lunch Series, FitzFest, Gears and Beers and the Twin Cities Fancy Pigeon Club's Australian National Pigeon Show.

Recommendation

That Council:

- a. authorise the General Manager or their delegate to enter into an agreement to support:
 - i The Riverina Conservatorium's Live at Lunch Series
 - ii The Pinnock Watts Family Trust for Fitz Fest 2022
 - iii Wollundry Rotary's 2022 Gears and Beers Festival
 - iv Twin Cities Fancy Pigeon Club's Australian National Pigeon Show
- b. approve the budget variation/s as detailed in the Financial Implications section of the report

Report

Council is in receipt of four applications for the 21/22 COVID-19 Fast Track Event Sponsorship Program for events held from 1 January to 30 December 2022.

These applications have been assessed by the Major Events Advisory Panel (the Panel) in line with the COVID-19 Fast Track Events Sponsorship guidelines. The details of the applications received along with the recommended sponsorship funding amounts are summarized as follows:

	Organisation Name	Event Name	Amount Requested	Event Budget	Reason
1	Riverina Conservatorium of Music	Live at Lunch	\$14,100	<p>Income: \$0 (not including Council funds)</p> <p>Expenditure: \$27,873.32</p> <p>Expenditure includes \$13,774.14 In-kind</p> <p>Recommended funding: \$4,500</p>	<p>The benefits and value of this project, while recognised, did not score as well as other applicants in terms of project innovation, benefit to business as well as the community and numbers per event.</p> <p>The applicant is to be commended on the inclusion of 3 non-CBD locations for the staging of this cultural event which aligns to Council's Cultural Plan 2020-2030</p> <p>The Panel has recommended external sponsors are considered to assist in the financial shortfall.</p> <p>NB: Council also contributes annually \$9,087 to the Riverina Conservatorium of Music</p>
2	The Pinnock Watts Family Trust	Fitz Fest 2022	\$20,000	<p>Income: \$25,500 (including Council funds and venue contribution)</p> <p>Expenditure: \$19,570</p> <p>Profit: \$5,930 (to be reinvested into a 2023 event)</p> <p>Recommended funding: \$14,500</p>	<p>The event is in its infancy and is considered to have potential in terms of both community and business benefit</p> <p>The applicant has demonstrated strong collaboration with local creatives and businesses</p> <p>The event aligns strongly to Council's Cultural Plan 2020-2030 objectives to create a vibrant city centre and support the development and presentation of local creative works</p>

	Organisation Name	Event Name	Amount Requested	Event Budget	Reason
3	Wollundry Rotary	Gears and Beers 2022	\$20,000	<p>Income:\$422,920 (including Council funds) Expenditure: \$178,190 Profit: \$244,730</p> <p>Recommended funding: \$15,000</p>	<p>The event organizer has continued to demonstrate innovation to adapt and grow the event, this year's event will include the new 'mystery ride' on Saturday around the Wiradjuri trail, incorporating cultural programming elements.</p> <p>The event organisers are considering relocating this event to the new Riverside Precinct which would provide a significant event to launch this space (pending Riverside completion dates/timelines in 2022).</p> <p>The event generates significant community and economic impact and is the largest event of its type in the city.</p> <p>The festival is unique in that it engages with neighbouring shires, showcasing our wider region to visitors, providing a more compelling reason to visit.</p> <p>All the event profits are donated to charity which is a key strategy that differentiates this event from other commercial cycling events of this nature.</p> <p>The Panel has recommended the organizer consider a 'succession' plan for this event to ensure event longevity</p>
4	Twin Cities Fancy Pigeon Club	Australian National Pigeon Show	\$20,000	\$2,418	<p>The benefits and value of this project did not score as well as other applicants in terms of project innovation, benefit to business as well as the community and overall participation numbers.</p> <p>The Panel has recommended external sponsors are considered to assist in the financial shortfall.</p>

Event Details

The Riverina Conservatorium's Live at Lunch Series

The Live at Lunch Concert Series is an initiative by the Riverina Conservatorium of Music (RCM) to host eleven free live music performances each week between April and June 2022. Live at Lunch will exclusively feature local musicians from Wagga Wagga and the Riverina.

This Live at Lunch project commenced in 2021 in response to the lack of performing opportunities for Wagga Wagga & Riverina musicians that resulted from the COVID-19 pandemic. The project provides local professional and emerging musicians from Wagga Wagga and the Riverina the opportunity to perform to live audiences at eight different venues.

The 2021 Live at Lunch series was sponsored by Wagga Wagga City Council to the amount of \$10,000. The 2022 Live at Lunch series is proposed to deliver an expanded offering with an additional three performances at non-central business district venues, being North Wagga, Lake Albert and Uranquinty.

Event summary for RCM Live at Lunch Series 2022:

- Date: 7 April 2022 – 30 June 2022
- Expected attendance: 1,600 (with approximately 110 per event)
- Visitors (from outside of Local Government Area): 15-20%
- Program duration: 12 weeks
- Venues:
 - North Wagga Hall
 - Lake Albert Hall
 - Uranquinty Community Hall
 - Wesley Uniting Church
 - Charles Sturt University Riverina Playhouse
 - Wagga Wagga Art Gallery
 - Wagga Wagga Baptist Church
 - St John's Anglican Church Wagga Wagga
- Programming: 11 x 50min performances by local professional and emerging musicians from Wagga Wagga and the Riverina
- Total income: \$0 (does not include Council's funds)
- Total event cost: \$27,878.32 (includes \$13,774.14 in-kind)
- Total amount requested: \$14,100
- Cost to attend: Free

If successful in securing the requested funding the applicant will acknowledge Council's funding through logo placement on all marketing material and media opportunities.

The applicant has noted that Wagga Wagga City Council provides the RCM with annual funding of \$9,087 which is used for the youth teaching program, Student Concert Band program and student workshops. Council's annual contribution funding will not contribute towards this proposed new 2022 Live at Lunch series.

The event organiser has confirmed they can proceed without the requested funding; however, the event will need to be significantly modified in terms of scope. The funding

recommended will cover the costs of taking the series to the community halls outside of the Central Business District including North Wagga, Lake Albert and Uranquinty.

The Panel has assessed this application against the COVID-19 Fast Track Events, Festival and Films Sponsorship Guidelines and recommends this event is funded \$4,500.

The Panel's assessment and recommendation is summarised as follows:

- The applicant has requested \$14,100 which is 38% of the remaining funding available
- The benefits and value of this project, while recognised, did not score as well as other applicants in terms of project innovation, benefit to business as well as the community and numbers per event.
- The applicant is to be commended on the inclusion of three non-CBD locations for the staging of this event which aligns to Council's Cultural Plan 2020-2030 to support
- The Panel has recommended external sponsors are considered to assist in the financial shortfall along with other more aligned grant funding streams under arts and cultural funding or the upcoming Riverina Water grants.

Fitz Fest 2022

Fitz Fest 2022 is a 12-hour music festival featuring a diverse range of original and local music that also focuses on activating Fitzmaurice Street as a day and night event space. Fitz Fest is in its second year of delivery. The inaugural event in 2021 created a platform for 70 local musicians to showcase their original work to event patrons. The event draws on the success and learnings of FitzLive, a pilot program delivered by Council in 2018 and funded through Create NSW. The 2021 Fitz Fest was sponsored by Wagga Wagga City Council to the amount of \$20,000. These events have provided further work for local musicians in local businesses generating social and economic benefits for our community.

Event summary for Fitz Fest 2022:

- Date: Saturday 21 May 2022
- Expected attendance: 2,000+
- Visitors (from outside of Local Government Area): 15%
- Program duration: 12 hours (one day)
- Venue: Fitzmaurice Street precinct, indoor and outdoor venues
- Programming: 75+ musicians expected at 10 local venues, to include First Nation's representation and mentoring opportunities for emerging artists
- Total event income: \$25,500 (includes Council funds and vendor contributions)
- Total event cost: \$19,570
- Profit: \$5,930
- Total amount requested: \$20,000.

The funding requested will be used to pay for artist fees, event promotion, event management and curation, production fees, insurance and equipment hire.

If successful in securing the requested funding the applicant will acknowledge Council's funding support through logo placement on promotional collateral and media releases.

The Panel has assessed this application against the COVID-19 Fast Track Events, Festival and Films Sponsorship Guidelines and recommends this event is funded \$14,500 noting a margin of profit in the overall budget to cover the expenses overall for delivering the event.

The Panel's assessment and recommendation is summarised as follows:

- The applicant has requested \$20,000 which is 55% of the remaining funding available The Panel has also recommended seeking additional external sponsorship to assist with ongoing event viability
- The event is in its infancy and is considered to have potential in terms of both community and business benefit
- The applicant has demonstrated strong collaboration with local creatives and businesses
- The event aligns strongly to Council's Cultural Plan 2020-2030 objectives to create a vibrant city centre and support the development and presentation of local creative works
- The Panel has recommended forming an alliance with the Fitzmaurice Street Trading Group for further event/business synergies and recommends online registration to assist with managing event risk

Gears and Beers Festival

The Gears and Beers Festival is a local cycling and craft beer festival in its 7th year. The festival has grown from 1500 to over 5,000 attendees, with 66% of attendees coming from outside of the Wagga local Government Area with an estimated total economic impact of \$1.8M, generating 5 additional jobs in the local economy over a 12-month period (refer to the attached Gears and Beers Tourism Impact Report 2019).

A virtual event was hosted in 2020 due to COVID-19 travel and gathering restrictions and the 2021 event was postponed to March 2022. The organisers are proposing to hold their 2022 event on 1-2 October.

Event summary for Gears and Beers Festival:

- Date: Saturday 1 to Sunday 2 October 2022
- Expected attendance: 5,000
- Visitors (from outside of Local Government Area): 66%
- Program duration: 2 days
- Venue: Riverside Precinct, Wagga Wagga (pending venue completion dates in 2022.)
- Total event income: \$422,980
- Total event cost: \$140,000 (see note in page 7 application)
- Event profit: \$244,000 (to be donated to charity)
- Total amount requested: \$20,000

The funding requested will be used to optimise the use of social media platforms, with a vision to attract increased registrations to *the 'Dirty 130'* riding event on a national and international level. The funds will also be used to expand the event to the Riverside Precinct, engage a professional photographer, videographer and a celebrity endorser.

If successful Council will be acknowledged on the Gears and Beers website, festival advertising, electronic mail distribution and social media. Council will also be given the opportunity to insert collateral or marketing material into the rider's gift bags.

In additional to this request, it is noted that Gears and Beers will receive \$5,000 for traffic management in 2021/22.

The Panel has assessed this application against the COVID-19 Fast Track Events, Festival and Films Sponsorship Guidelines and recommends this event is funded \$15,000.

The Panel's assessment and recommendation is summarised as follows:

- The applicant has requested \$20,000 which is 55% of the remaining funding available
- The event organiser has continued to demonstrate innovation to adapt and grow the event. Demonstrated by this year's event which includes the new 'mystery ride' on Saturday around the Wiradjuri trail, incorporating cultural programming elements.
- The event organisers are considering relocating this event to the new Riverside Precinct which would provide a significant event to launch this space (however this is pending Riverside completion dates/timelines in 2022)
- The event generates significant community and economic impact and is the largest event of its type in the city, thus promoting Wagga Wagga externally for re-visitation and liveability.
- The festival is unique in that it engages with neighbouring shires showcasing our wider region to visitors, providing a more compelling reason to visit, and strengthens our hub and spoke tourism focus with our neighbouring shires
- This event promotes all ages participation in cycling and the on-going health and well-being benefits of cycling, along with the use of our active travel infrastructure
- All the event profits are donated to charity which is a key strategy that differentiates this event from other commercial cycling events

Australian National Pigeon Show

Twin Cities Fancy Pigeon Club has a membership of 50 members located throughout the Riverina and North Eastern Victoria. Twin Cities Fancy Pigeon Club has been successful in their bid to host the Australian National Pigeon show in Wagga Wagga in 2022.

The Australian National Pigeon Association was officially formed in the Kyeamba Smith Hall 40 years ago, the site of this year's Australian National Pigeon show. Attendance of between 100 – 250 is expected at the July 2022 event.

Event summary for Australian National Pigeon Show:

- Date: 22 - 24 July 2022
- Expected attendance: between 100 - 250
- Visitors (from outside of Local Government Area): 99%
- Program duration: 3 days
- Venue: Kyeamba Smith Hall, Wagga Wagga Show Grounds
- Total event cost: \$30,545
- Total amount requested: \$20,000

The event organiser has confirmed they will endeavour to proceed with the event if not successful with their funding application, however they are hopeful of a minimum of \$10,000 assistance through Council.

The Panel has assessed this application against the COVID-19 Fast Track Events, Festival and Films Sponsorship Guidelines and recommends this event is funded \$2,418 for the following reasons:

The Panel's assessment and recommendation is summarised as follows:

- The applicant has requested \$20,000 which is 55% of the remaining funding available
- The benefits and value of this project did not score as well as other applicants in terms of project innovation, benefit to business as well as the community and overall participation numbers.

The Panel has recommended external sponsors are considered to assist in the financial shortfall.

Financial Implications

2021/22 Major Events Sponsorship budget	\$100,000
<i>Less previously approved Council sponsorship:</i>	
• Sporting Academy Games 2022	(\$20,000)
• Scott Howie - Interesting (auspiced by Eastern Riverina Arts), carry over from 2020/21	(\$3,000)
• Wagga Wagga Road Runners - Wagga Trail Marathon – rolled over from 2020/21 to 2021/22	\$7,918
• Murrumbidgee Turf Club's Southern District Racing Association's Country Championship	(\$7,500) <i>revised from previous report</i>
• Three Crow's Pty Ltd 2022 Stone the Crows Festival	(\$16,000)
• HC Events 2022 Mardi Gras Festival	(\$15,000)
• Bidgee Theatre Productions Mamma Mia!	(\$10,000)
2021/22 Major Events Sponsorship current budget available	\$36,418
• The Riverina Conservatorium of Music Live at Lunch Concert Series	(\$4,500)
• The Pinnock Watts Family Trust Fitz Fest 2022	(\$14,500)
• Wollundry Rotary's Gears and Beers Festival	(\$15,000)
• Twin Cities Fancy Pigeon Club's Australian National Pigeon Show	(\$2,418)
Total Major Events Sponsorship funding recommended	\$36,418

Proposed 2021/22 COVID-19 Fast Track Events Sponsorship budget available for remainder of this financial year	\$0.00
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Job consolidation number: 15308

Policy and Legislation

POL087 – Major Events, Festivals and Films Sponsorship

Link to Strategic Plan

Growing Economy

Objective: We are a hub for activity

Outcome: We have vibrant precincts

Risk Management Issues for Council

Risk management will be addressed as part of any future sponsorship agreement, with terms and conditions ensuring events are managed in a COVID-19 safe framework based on the current Public Health Order in place at the time. A staged payment schedule based on event planning and delivery milestones will also be implemented to mitigate against non-delivery of event.
















Internal / External Consultation

Staff have consulted with local event organisers to support the planning and delivery of events in the 2022 annual events schedule in line with the timelines detailed in the NSW Roadmap to Recovery.

	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.  Twin Cities Fancy Pigeon Club Application - Provided under separate cover

2.  Twin Cities Fancy Pigeon Club Budget - Provided under separate cover
3.  Twin Cities Fancy Pigeon Club Event Management Plan - Provided under separate cover
4.  Twin Cities Fancy Pigeon Club Supporting Documentation - Provided under separate cover
5.  Fitz Fest 2022 Application Form - Provided under separate cover
6.  Fitz Fest 2022 Budget - Provided under separate cover
7.  Fitz Fest 2022 Plan
8.  Gears and Beers 2022 Application - Provided under separate cover
9.  Gears and Beers 2022 Budget - Provided under separate cover
10.  Gears and Beers Tourism Impact Report 2019 - Provided under separate cover
11.  Gears and Beers Marshalls Booklet - Provided under separate cover
12.  Gears and Beers Marketing Plan - Provided under separate cover
13.  RCM Application - Provided under separate cover
14.  RCM Budget - Provided under separate cover
15.  RCM Supporting Documentation - Provided under separate cover
16.  RCM Event Management Plan - Provided under separate cover



FITZ FEST 2022
Who Will You Discover?

FITZ FEST 2021 POSTER

Website 2021:

www.fitzfestwagga.com.au

Facebook (always growing with interest):

<https://www.facebook.com/fitzfestwaggawagga>

Video Highlights:

 FITZ FEST WAGGA WAGGA 2021 / [Facebook Video](#)



ABOUT FITZ FEST 2022

In 2021 Fitz Fest featured over 70+ original local musicians over 12 hours, across 7 venues entertaining thousands of locals and tourists for free!

In 2022, with Wagga City Council's support, Fitz Fest 2022 wishes to build on the magnificent momentum that 2021 created and swing into a new COVID-safe era of diverse original live music and culture that reflects the rich talent that Wagga is proud to foster. It is an honour to present this iconic festival which has already become known as a musical cornerstone in the current musical community of Wagga Wagga and surrounds and the music community is very thankful to Wagga City Council for the support the council offers.

Captivating audiences and tourists, FITZ FEST 2022 aims to present diverse original music from various cultures within the Wagga Wagga community and offer it for free to audiences providing a very much needed boost to the morale and the income of artists, art workers and venues of the Fitzmaurice St precinct.

As some venues that were involved in last years FITZ FEST are no longer operating, and others are seeking to thrive in the live music space, this years FITZ FEST is planned to be bigger and better than previous years in terms of marketing, production, line-up and audience participation.

FITZ FEST is delivered in a COVID safe way and all artists have the opportunity to learn best practices in terms of their professionalism, driving them to complete musical works, updating their marketing, engaging with expanded social media audiences and have the opportunity to promote their music with the local media. FITZ FEST is the ultimate audience building exercise for local musicians and the ultimate musical smorgasbord for

music lovers! It is a very busy day for local venues and a much needed injection of tourism and income to the live music venues of Fitzmaurice St. It is a call to our local community to come and be involved in a vibrant, modern, musical entertainment experience in the heart of our city.

Answering the call in the Wagga City Councils cultural plan to present more live music in all ages spaces, FITZ FEST will present outdoor stage(s) and will incorporate a youth committee to learn how to manage and execute an event for their peers. The aim of this exercise is to foster expertise in providing live music opportunities for the community in future by mentoring emerging promoters. FITZ FEST has a stage and style of music for everyone and every age and seeks to invite people from out of town by giving an informative tourism destination website on the website www.fitzfestwaggawagga.com.au (To be developed for 2022 event).

Who Will You Discover in 2022?

ABOUT THE EVENT ORGANISER

Phoebe Pinnock is a local singer/songwriter and performer with many years experience and was the sole event director of Fitz Fest 2021. Phoebe works part-time also as the MusicNSW Regional Music Officer and is in contact with many local musicians and venues on a weekly basis. Providing professional development and building capacity between industry and artists and connecting metropolitan opportunities to artists in regional NSW, Phoebe has a strong vision for building FITZ FEST 2022 from FITZ FEST 2021 and is proud to be an ambassador the music community of this region.

POTENTIAL ARTISTS

There is so much incredible talent in Wagga Wagga and surrounding regions and many of them can be heard here: [MusicNSW Eastern Riverina & Murray Sounds](#)

From high school rock bands, to jazz instrumental experimental bands, to Yazidi stringed performers to Phillipino songstresses to operatic divas playing harp... to acoustic folk singers to heavy metal moshers to Murrumbidgee freedom rappers...the diversity and creativity in Waggas music industry is EXPLODING currently! But the opportunity to perform live music has been sadly curtailed with the many restrictions placed on venues. FITZ FEST 2022 will curate the very best of the active talent in this region to program 12 hours of non-stop musical storytelling that speaks "Wagga - Who We Are!" are invite audiences to leave their homes and devices and look at the wonderful culture our city has on offer.

MUSIC INDUSTRY

Apart from the on stage talent, Wagga boasts some brilliantly gifted sound engineers and mixers and a majority of Waggas professional music industry will be employed in some way throughout FITZ FEST 2022.

VENUES

Venues likely to be invited to be part of FITZ FEST 2022:

Indoor Venues:

The Curious Rabbit
Romanos Hotel + Hampden Lounge
Cafe Sonder
The Duke Hotel
Thirsty Crow
Meccanico at Cadell Place
The Rlverina Hotel

Outdoor Venues:

Civic Theatre Amphitheatre
Carpark behind ABC Radio
Sculpture Park

Street performers, buskers, and verandah performers (imagine the day beginning with coffee and opera from the verandah above Carpet Court) are also a possibility.

PROGRESSION

Building on the foundations built in 2021, this year the following improvements will seek to be implemented:

- Website - Detailed pages for artists and promotion through social media
- Production - Improved lighting and production in each venue
- Visibility - Street marketing to enable audience to locate timetables on the street
- All Ages involvement - mentorship of youth promoters and engagement of a youth committee
- Venues investment - a request for venues to contribute to cover partial artist fees (normally too expensive for venues to invest in on their own).

CONTACT

Phoebe Pinnock
pinnockphoebe@gmail.com
0415 304 219

RP-3 NEW YEAR'S EVE 2022**Author:** Fiona Hamilton**Director:** Janice Summerhayes**Summary:**

Council has supported a New Year's Eve event in the City for the past eight (8) years. An Expression of Interest (EOI) to deliver the 2021 and 2022 New Year's Eve events was advertised on 1 September 2021, closing on the 6 October 2021. One submission was received from Colab Creative who successfully delivered the 2021 New Year's Eve event at Lake Albert. Colab Creative are now requesting to deliver the 2022 New Year's event as detailed in this report.

Recommendation

That Council:

- a sponsor \$56,275 (excluding GST), to Colab Creative (auspiced through Walsec Industries Pty Ltd) to support the delivery of the 31 December 2022 New Year's Eve event, Light the Lake
- b approve the General Manager or his delegate to proceed with (a) above and the signing of the event sponsorship agreement with Colab Creative (auspiced through Walsec Industries Pty Ltd)

Report

Background

An EOI for an external organisation to deliver the 2021 and 2022 New Year's Eve events was advertised from 1 September 2021 to 6 October 2021. One written submission was received to this EOI.

The written submission was received from Colab Creative, a small local business that was launched to provide event management services in the city. The business is operated by Wagga Wagga residents with event management, event security and marketing experience and skills. Council endorsed Colab Creative to deliver the 2021 event on 25 October 2021(21/349) as per the following resolution.

That Council:

- a *sponsor \$54,000 (excluding GST), to Colab Creative (auspiced through Walsec Industries Pty Ltd) to support the delivery of the 31 December 2021 New Year's Eve event, Light the Lake*
- b *approve the General Manager or his delegate to proceed with (a) above and the signing of the event sponsorship agreement with Colab Creative (auspiced through Walsec Industries Pty Ltd)*
- c *allow mobile food vans to operate at Lake Albert for the duration of the 31 December 2021 New Year's Eve Event as detailed in this report*

Following the successful delivery of the 2021 event, Colab Creative are now requesting Council endorsement to deliver the 2022 event. The EOI, advertised in September 2021, was for 2 years (2021 and 2022) and for this reason a new EOI will not be required. As the Council endorsement on 25 October 2021 was for the delivery of the 2021 event only, this report is to seek Council endorsement for Colab Creative to deliver the 2022 event.

Funding of \$56,275 (excluding GST) is provided in Council's Long-Term Financial Plan for the delivery of the 2022/2023 New Year's event.

The 2021 Event Debrief - Event Summary

The 2021 event took place at Lake Albert, commencing at 4:30pm and concluding at 10pm after the 9:30pm fireworks. The main event hub was Apex Park with the fireworks occurring on water.

An estimated crowd of 6,000 people were in attendance throughout the night and the results of the online survey conducted by the organiser indicated that attendees were satisfied with the location, fireworks display and the family friendly nature of the event.

In partnership with the event organiser and in the lead up to this event Council staff provided event logistics and risk management advice, finalised the traffic management plan, provided site preparation and event promotion support, and attended the event to support the event organiser to deliver the 2021 event.

The event organiser worked closely with local businesses as well to deliver the event and in-kind support was provided by:

- The Lake Albert Boat Club
- Smallman Brothers Waste
- Bizzi Beezz Professional Cleaning Co
- Master King Security
- FSD Electrics
- Sound Fits

In addition to Council's sponsorship, Planet Fitness and Riverina Kids provided financial sponsorship for the event.

An event debrief and acquittal was undertaken with the event organisers on 4 February 2022 and during this meeting the organiser's expressed their intention to deliver the 2022 event, subject to Council endorsement.

A summary of the key learnings discussed during the event debrief meeting is listed below. The final acquittal documentation is attached to this report.

Item	Recommendation
Difficult to secure food vendors due to it being new year's event and businesses needing downtime and also due to lack of catering staff available due to COVID-19 impacts.	Require longer lead time to attract and confirm food vendors.

Item	Recommendation
Mobile food vendors could trade within the event boundary. These were lifted to encourage trading at the event but proved to have a negative impact on the event organiser's ability to curate and cluster the food offerings and subsequently negatively impacted income received through event food vendor fees.	No lifting of the POL062 Mobile Food Vendors – Trading in Public Places Policy regulations for the next NYE event. There will be a curated and clustered offering of food for patrons.
Lighting for pack down was not sufficient	Additional lighting towers required at main event zone.
It was recognised that the paperwork and time for approval for traffic plans are to be submitted earlier to Council.	Earlier submission of traffic plans will occur. Council's event officer will coordinate this task. Extra traffic management on Lake Drive and Main Street at the end of the night is recommended.
Number of security guards were limited due to the impact of COVID-19, however Policing presence was high and was appreciated by the event organiser.	Additional general volunteer event staff would assist with overall logistical support at this event and the event organiser is contacting local service organisations to coordinate this approach for the 2022 event.
Waste management worked well however an additional bin required at fireworks station.	Additional bin at fireworks station recommended for 2022 event.
Difficult to secure performers with short planning timeline.	Additional roving performers, amusements and activations recommended and to be booked and confirmed 6 months in advance of the 2022 event.

Proposed 2022 New Year's Eve Event

The applicant is proposing to deliver the 2022 New Year's Eve celebration – *Light the Lake*.

Item	Description
Location	Lake Albert Precinct
Event precincts	Apex Park, Bosley Park and the open spaces around Lake Albert

Programming	<p>Based on their 2021 event experience the organisers plan to offer additional amusements, increased food offerings as well as increased entertainment. The format will include:</p> <ul style="list-style-type: none"> • Free community event with amusements, entertainment and food offerings at Apex Park and the Lake Albert foreshore • Licensed area at Apex Park to include food and music • VIP ticketed area at Bosley Park to include a DJ and food offerings • 9:30pm fireworks to commence on the water at Lake Albert
Sponsorship	In addition to Council's sponsorship funding, Colab Creative will seek financial assistance from external sponsors to assist in the delivery of the event in 2022.
Event Budget	<p>The cost to deliver the 2021 event was \$60,600 which included Council's contribution of \$54,000 (excluding GST). The 2021 event budget is attached to this report.</p> <p>The 2022 budget will be expanded to include the additional programming offerings and event delivery costs discussed and listed above in the event debrief section of this report on page two.</p>
Council Funding	Council's sponsorship of \$56,275 will go towards the fireworks, traffic management and event delivery costs including toilets, lighting, cleaning and event management fees.
Council Recognition	In recognition of this sponsorship Council will receive the naming rights to the fireworks.
Council Requirements	Similar to what occurred for the 2021 event, Council staff in partnership with the event organiser will provide event logistics and risk management support to finalise traffic management plans, site preparation and event promotion, and attend the event to support the event organiser to deliver the 2022 event. This event partnership support will be detailed and form part of the event sponsorship agreement.

Staff are recommending Council sponsor Colab Creative (auspiced through Walsec Industries Pty Ltd) in the delivery of the proposed New Year's Eve event.

The recommendation is made for the following reasons:

- The event vision to deliver a family friendly and inclusive and meets Council's Community Strategic Plan objectives to provide opportunities to connect with others and to activate our community event spaces
- The delivery of the 2021 event demonstrated the event organiser's proficiency in event organisation, marketing as well as the required Work Health and Safety knowledge

- The event organisers demonstrated, through the delivery of the 2021 event, their ability to successfully engage local performers, suppliers and external businesses
- The 2021 event was delivered successfully in adherence to the NSW Government COVID-19 public health order

Financial Implications

The New Year's Eve event has an annual sponsorship budget for the current 2022/23 financial year of \$56,275 (excluding GST). This budget is available for an external event organiser to lead the delivery of the event. The support cost for Council is through the events officer and traffic officer 1 FTE staff time for logistics, traffic management plans and on the day event support. In addition to this there is site preparation support from Parks and Gardens staff for the foreshore areas of Lake Albert.

Job number: 17670 – New Year's Eve

Policy and Legislation

Local Government (General) Regulation 2005

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

Risk management will be addressed as part of the event management process and through the milestone activities outlined in the event agreement, this includes ensuring the event is managed in a COVID-19 safe manner based on the current Public Health Order in place at the time.

The event organiser has been advised that they must seek permission from Transport for NSW to undertake an on-water fireworks display and Police for the management of the event in general and liquor licensing.




Internal / External Consultation

Council advertised widely for Expressions of Interests to be submitted for the delivery of the 2021 and 2022 New Year's Eve events. The Expression of Interest period opened on the 1 September 2021 and closed on 6 October 2021, during which time three requests for information were received, with one written submission submitted.

Internal consultation has been undertaken with the Parks, Traffic Management and Media teams to ensure appropriate planning for this event has been considered.

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

Attachments

1.  2022 Light the Lake NYE Plan
2.  2021 Light the Lake NYE Budget - Provided under separate cover
3.  2021 Light the Lake NYE Acquittal



NYE 2022

For New Years Eve 2022, Colab Creative are looking at expanding on the successful 2021 event.

In 2021 we faced issues including

- short planning and implementation timeline
- covid 19 issues with
 - planning around restrictions
 - hesitancy and uncertainty created difficulties in gaining sponsorship
 - staffing issues for vendor providers including food and amusements.

In 2022 with a full year to plan and utilising the experience and knowledge gained from the 2021 event we will be

- Increasing funding through additional sponsorship and grants
- Having an amusements area
- Increasing food offerings whilst encouraging the traditional picnic at the lake that was so successful last year
- Increasing the spread of toilets around the lake to additional locations as initially planned
- Expanding roaming entertainment for the whole foreshore rather than just Apex Park
- Investigating entertainment options on the lake prior to the fireworks
- Have a licensed area at Apex Park for controlled alcohol consumption
- Investigating the feasibility of a VIP area
- Continuing the tradition of 9.30pm WWCC sponsored community fireworks

Thank you

Oliver Hoffmann and Matt Luff
Colab Creative Marketing and Events



MAJOR EVENTS, FESTIVALS AND FILMS SPONSORSHIP ACQUITTAL

The purpose of the acquittal report is to confirm the sponsorship funding granted has been used for the purpose intended and as outlined in your original application.

This acquittal report is a written overview of your event outcomes and assists Council to evaluate its financial investment as well as providing information that will assist your organisation and Council in future Council plans.

You must return this completed acquittal report to Council within 8 weeks of the event's completion. Organisations may not be considered for further council funding if the acquittal conditions have not been met.

If you are having difficulties meeting the acquittal deadline or need assistance please contact the Events Officer and discuss the circumstances.

It is recommended that you refer to your copy of the original application and sponsorship agreement to assist you in completing this form.

1. Sponsorship and Event Details

Sponsorship Amount	\$54,000
Event Name	Light the Lake
Event Date	31-12-2021
Organisation	Colab Creative
Address	
Phone	
Email	

2. Please outline how the key objectives of the event or festival were met as per your sponsorship agreement.

Sponsorship Activity	Outcome (benefits achieved)	How did you measure this?
Activate our community spaces to promote connectedness	Community event held at Lake Albert with fireworks	Over 6000 people attended
Promote the Wagga Wagga City Council as a Major Sponsor of the event.	Naming rights for fireworks, mentioned in all media opportunitites, promoted on social media and signage at event	See attachments
Economic benefit to the local economy from the event.	Local food vendors,sponsors and contractors with a regional NSW fireworks supplier	See attachments

Page 1

3. Event Attendance

Estimated number of spectators	6000
Estimated number of participants	30
Total	6030

Where did attendees come from?

Origin	Percentage equalling 100%
Residents from the LGA	90
Day Trippers	5
Overnight visitors	5
Total %	100

How was this information collated/measured?

Online Survey - see attachments

Please attach documentation in support of how visitation to your event was collated/measured.

4. Outline any community partnerships or support provided from our community/business organisations

Sponsorship - Planet Fitness, Riverina Kids,
In Kind - Smallmon Bros, Busy Bees, Master King Security, FSD Electrics, Soundfits

5. Will you be delivering the event/project/activity again in the future, if so please indicate learnings to improve future activities or describe how you will grow the event/project/activity.

With the extra time additional and larger sponsorships, extra toilets around lake, more food vendors, amusements and possibly a bar and more roving entertainment

6. Please give details of possible new revenue streams for your event/project/activity if it is to occur again in the future.

sponsorships and bar

7. Do you have a quote about how this Council funding assisted you with your event/project/activity, which we may use in promotional activities?

Without the support both financially and in kind through the awesome WWCC events team this event would not have been possible

Can we use your name in this quote? ☒ Yes ☐ No

Recipient's declaration

I declare on behalf of our organisation that:

- To the best of my knowledge, information detailed in this report (and relevant attachments) is true and correct
- That the sponsorship funding received was expended solely for the purposes of this event/project/activity
- That all terms and conditions contained within the sponsorship agreement have been complied with
- The report has been submitted with the full knowledge and agreement of the management group/organisation that we have delegated authority for

Representative

Printed Name **Signed** Digitally signed by d1ad20be-e62a-4dc6-8c73-32ca8a3c40e0
Date: 2022.02.03 00:28:15 +1100

Organisation **Date**

Checklist

To ensure you comply with the requirements of this report, please use this checklist and tick all boxes to indicate completion of all aspects of the report.

- ☒ Answered all questions in this acquittal report
- ☒ Attached financial statements relating to the event
- ☒ Enclosed copies of any photos, promotional material and media coverage received.
- ☒ Signed the declaration

You must return this acquittal report to Council within 8 weeks of the completion of the program/project/activity.

Email: events@wagga.nsw.gov.au

Office Use Only
Assessment of Acquittal Report

Event/Activity	Yes	No	Comments
Acquittal received 8 weeks from completion of event	✓		
Event objectives were achieved	✓		
The financial report was provided	✓		
The event provided notable benefits to the community	✓		
Council was recognised for its contribution to the event	✓		

Acquittal report assessed and reported by Council Officer:

Signed **Dated**

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RP-4 NORTH WAGGA PRIMARY SCHOOL CROSSING**Author:** Warren Faulkner**Summary:**

This report is provided in response to a Question with Notice at the 29 November 2021 Council Meeting. Council can change the school crossing on William Street in North Wagga to a pedestrian crossing, however changing the crossing to a pedestrian (zebra) crossing does not provide any further protection for school children than the existing arrangement.

It is recommended that before Council make a determination on whether to change the crossing, the Principal and P&C of the school should be consulted with respect to the change and the advice of the Local Traffic Committee be received.

Recommendation

That Council:

- a receive the report
- b consult with the North Wagga Public School Principal and P&C with respect to upgrading the school crossing on William Street
- c refer the request to upgrade the school crossing to a pedestrian (zebra) crossing to the Local Traffic Committee for its advice
- d receive a further report with the Local Traffic Committee's recommendation

ReportBackground

At the 29 November 2021 Council Meeting, the following Question with Notice was asked:

Can the school crossing at the North Wagga Public School be upgraded to a pedestrian crossing?

At the 10 January 2022 Council Meeting, the following response was provided:

Contact has been made with the Transport for NSW (TfNSW) Senior Manager Community Partner seeking clarification on warrants and approvals for the installation of pedestrian (zebra) crossings on local roads. The Senior Manager is seeking internal advice and will notify us in due course. If Councils are able to make decisions on the installation of pedestrian (zebra) crossings on local roads, it is strongly suggested that a Policy be developed to guide their installation.

A public speaker addressed the Council at the 10 January 2022 meeting and following some further discussion, the General Manager nominated to provide a report to Council at its second meeting in February. Given there was no second Ordinary Meeting of Council in February, the report is being presented to this meeting.

Report

Transport for NSW responded to the contact seeking clarification on warrants and approvals for the installation of pedestrian (zebra) crossings on local roads as follows:

“Changes were made to AS1742.10-2009 around March last year to provide greater clarity.

It is still appropriate for Transport for NSW to provide input to ensure the best treatments and outcomes for customers. The ‘warrants’ under the technical direction strictly apply to state roads. Local roads are a matter for Council and approval by the Local Traffic Committee.”

The existing crossing on William Street in North Wagga adjacent to the Public School has been installed as a children’s crossing in accordance with AS1742.10-2009. It was upgraded in 2016 with the installation of the concrete islands on the side of the road to narrow the width of the crossing and highlight the existence of the crossing for vehicular traffic as shown following.



The children’s crossing is a part-time facility catering primarily for school children. It is only in operation when the ‘Children Crossing’ flags are displayed which are the responsibility of the school to erect on school days between the hours of 8am to 9:30 am in the morning and 2:30pm to 4pm in the afternoon.

When the crossing is in operation, the existence of pedestrians **on or entering the crossing** imposes a legal obligation **on vehicular traffic to stop and not enter the crossing until all pedestrians have cleared the crossing**. It should be noted this obligation is more onerous than a pedestrian (zebra) crossing for which the existence

of a pedestrian **on the crossing** imposes a legal requirement **on vehicular traffic to give way to the pedestrian**.

Councils Traffic Officers have inspected the school crossing on William Street in North Wagga and concluded the crossing is as per the Australian Standard for a children's crossing and highly visible. An observation was made that only one of the school zone signs on the eastbound approach to the zone has flashing lights on top of it. It has been suggested that the addition of flashing lights on the second sign would greatly enhance a drivers attention to the school zone. It is also suggested that the school zone could be extended out into Hampden Avenue for 100m either side of William street, giving drivers advanced warning and slowing traffic prior to the intersection during School Zone hours of operation. This suggestion will need to be referred to Transport for NSW for consideration.

Council officers also undertook observations of the use of the children's crossing on the mornings of Friday 25 February and 28 February 2022 with the following points noted:

- On each morning the crossing was used by less than 10 people/children
- A parent crossed William Street at the intersection with a very young child, rather than use the crossing
- Two adults crossed at the intersection on the way back from the café with coffee. They chose not to use the crossing, yet walked back up William St, past the crossing.
- On both occasions, traffic was light and no errant driver behaviour was witnessed as cars passed through the school zone.
- A truck and dog combination turn right from Hampden Avenue into William Street and immediately stopped to give way to a child standing on the kerb blister, waiting to cross.
- Cars travelling east in William Street stopped and gave way to children standing on the kerb blister, waiting to cross.

Traffic classifiers were installed approximately 25m either side of the children's crossing on William Street for the period 15 February to 24 February 2022 (8 school days) to capture the volume of traffic, the type of traffic and the speed of traffic over the period that were approaching the children's crossing.

For the entire period, the following data was collected.

Location	Date From	Date to	AADT 5	AADT 7	AADT 5 HV	AADT 5 Art	% HV	% Art	Av Speed	Max Speed
Btw Hampden ave & Elizabeth st NB	15/02/2022	24/02/2022	659	622	111	4	16.8%	0.61%	31	55
Btw Hampden ave & Elizabeth st SB	15/02/2022	24/02/2022	743	699	117	6	15.7%	0.81%	39	70
	Key									
	AADT5	Average Annual Daily Traffic weekdays								
	AADT7	Average Annual Daily Traffic full week								
	HV	Heavy vehicles = AustRoads94 Classes 3-12								
	Art	Articulated vehicles Class 6-12								

Specific traffic data for the speed bins by the hour for morning and afternoon school zone periods was able to be extracted from the classifiers to provide the following information:

- **William Street (8am to 9am) – 140 vehicles**
85th speed percentile - 42km/h
Ave - 34.7km/h
- **William Street (3pm to 4pm) – 58 vehicles**
85th speed percentile - 44km/h
Ave - 36.6km/h

Upgrading of the children's crossing to a pedestrian crossing will require the installation of 'piano keys' to be painted on the road surface as well as overhead lighting. The power supply in William Street is overhead with the nearest pole being located approximately 13m from centre of crossing. The pole does not have a street light on it and is considered too far away for a flood light or street light to light up the pedestrian crossing. The estimated cost to install overhead lighting and the 'piano keys' for the upgrade is in the order of \$30,000.

Financial Implications

There is a financial implication in changing the children's crossing to a pedestrian crossing as indicated in the report. Council does have a \$50,000 recurrent capital funding allocation for Street Lighting improvements. This allocation is proposed to be used to install 2 new streetlights at the Old Narrandera Road and Pine Gully Road intersection.

The financial implications in maintaining the children's crossing is funded through Councils maintenance budgets and a contribution from the State Government via the BLOCK Grant for traffic facilities.

Policy and Legislation

AS1742 Manual of uniform traffic control devices – Part 10: Pedestrian control and protection

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

The layout of the current school crossing complies with AS1742.10-2009 for children's crossings.

AS1742.10-2009 stipulates that lighting is particularly important for the clear visibility of drivers to be able to see and give way to pedestrians on 'zebra' crossings

Internal / External Consultation

Contact has been made with the Department of Education and the Principal of the North Wagga Public School who have requested that the line marking at the crossing be renewed.

RP-5 DRAFT CONTRIBUTION PLANS - ESTELLA, BOOROOMA, GOBBAGOMBALIN, RIVER ROAD**Author:** Belinda Maclure**Director:** Michael Keys**Summary:**

High rates of development continue north of the river. To support development, extra infrastructure estimated to cost \$15 million is required to service future and existing areas of Boorooma, Estella, Gobbagombalin and River Road. This can be partly funded through an amendment to existing development contribution plans under section 64 of the *Local Government Act 1993* (sewer and stormwater) and section 7.11 *Environment Planning and Assessment Act 1979* (roads, open space, and other community infrastructure).

At the Ordinary Meeting on Monday 11 October 2021, Council resolved to place draft amendments to the infrastructure contribution plans on public exhibition from 17 October 2021 to 29 November 2021. During this period meetings were held with key stakeholders and their representatives, and three written submissions were received. The feedback has been considered by key internal stakeholders and it is recommended Council endorse the proposed changes to the existing infrastructure contribution plans as outlined in this report.

Recommendation

That Council:

- a notes the public submissions received have been reviewed and considered
- b endorse the draft Wagga Wagga City Council Development Servicing Plan Stormwater 2007 - Addendum for Estella, Boorooma, Gobbagombalin and River Road September 2021
- c endorse the draft Development Servicing Plan Sewerage - Addendum for River Road September 2021
- d endorse the draft Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034 - Appendix G September 2021
- e formally notify the community that the Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034 Appendix G, the Wagga Wagga City Council Development Servicing Plan Stormwater 2007 - Addendum for Estella, Boorooma, Gobbagombalin and River Road September 2021 and the Development Servicing Plan Sewerage - Addendum for River Road September 2021 will take effect from 1 July 2022 (in accordance with Section 31 of the *Environmental Planning and Assessment Regulation 2000*)
- f update Wagga Wagga City Council's Long Term Financial Plan to incorporate the updated infrastructure contribution plans and associated capital works projects as noted in the financial implications section of this report

Report

Estella, Boorooma, Gobbagombalin and River Road continue to be the main focus of growth for the City and are expected remain this way into the medium and longer term. Planning for the provision and rollout of supporting infrastructure is a critical challenge that relies on infrastructure contributions plans for local infrastructure, particularly open space, traffic facilities as well as stormwater and sewer networks.

To ensure Council collects Section 7.11 and Section 64 Sewer and Stormwater contributions which reflect the cost of providing infrastructure in in the area the following draft documents were developed:

- Draft Local Infrastructure Contributions Plan (LICP) Appendix G River Road
- Draft Estella, Boorooma, Gobbagombalin and River Road Development Servicing Plan (DSP) Stormwater Addendum and
- Draft River Road DSP Sewer Addendum.

The following table provides a summary of the proposed infrastructure contributions for the Estella, Boorooma, Gobbagombalin and River Road area.

Contribution Plan	Estella, Boorooma, Gobbagombalin	River Road
Section 7.11	\$19,122	\$18,720**
Section 64 Stormwater*	\$2,829	\$2,829**
Section 64 Sewer	\$4,154	\$4,154**
Section 64 Water (Riverina Water)	\$5,053	\$5,053
Total	\$31,158*	\$30,756*

* Includes an increase of \$519 per lot on existing charge

** New charges proposed across River Road precinct including new Appendix G to 7.11 Plan

Stormwater Infrastructure for the Northern Growth Area

Council has investigated the capacity of the existing stormwater infrastructure within the Estella, Boorooma, Gobbagombalin and River Road area and identified additional infrastructure required to support both existing and future development in the area.

The investigation has identified a long-term solution for the management of stormwater runoff from development areas. Historically, Council relied on detention at the edge of the floodplain, the new design will manage the flow using the natural flowpath towards the lagoon at the bottom of the catchment.

The high-level costing of the stormwater infrastructure required in the next 10 years to support the northern growth area is estimated at \$8 million. This infrastructure consists of large-scale trunk drainage, detention basins (with gross pollutant traps) and enhancement and protection works to the natural water course flowpaths.

The draft Addendum proposes to increase the Section 64 Stormwater contribution rate for the northern growth area to \$2,829 per ET, a rise of \$519 per lot from the current \$2,310 rate. Outside the annual increase related to CPI, this is the first major increase to Section 64 Stormwater contributions since 2007.

Sewer Infrastructure for River Road

All lots developed in the DSP Sewer area in the Wagga Wagga local government area are required to pay Section 64 Sewer infrastructure contributions of \$4,154 (as at 2021/22). The draft Addendum extends the DSP Sewer area to include River Road.

Open Space and Traffic Infrastructure for River Road

The proposed River Road development area will include new open space, recreation and community facilities as well as traffic infrastructure directly required as a result of the development. None of these items are currently included in the LICP.

Key elements proposed to be funded include open space parks and playgrounds, active travel connections and an improved intersection at Old Narrandera Road. The River Road precinct provides an ideal opportunity to link key recreational sites (the public reserve on Murrumbidgee River for example) and the citywide Active Travel Path including Gobbagombalin, Boorooma and Estella. A network of shared paths is proposed linking 2.1 hectares of open space within the new River Road precinct. This network will link up with the shared paths in Gobbagombalin and Boorooma, with two pedestrian underpasses proposed on Old Narrandera Road. The underpasses will be funded through Section 7.11 contributions provided in draft Appendix G for the River Road precinct.

The River Road development triggers the need for a roundabout at Pine Gully Road and Old Narrandera Road intersection. Upgrades to this intersection, including associated contributions, from the precincts of Estella, Boorooma and Gobbagombalin have previously been identified and are being funded as part of project TT2 Pine Gully Road corridor in the LICP. The additional cost of the roundabout apportioned to River Road reflects the additional funding required for the intersection upgrade.

The proposed Section 7.11 infrastructure contribution rate for the River Road precinct is \$18,720. This includes the citywide rate of \$10,308, applicable to each lot developed across the local government area, plus \$8,412 for the infrastructure, specifically identified to support the River Road development.

Financial Implications

Stormwater

The stormwater infrastructure required in the area with an estimated cost of \$8 million will be partly funded by the Section 64 Stormwater contributions. This includes forecast Section 64 Stormwater contributions from the remaining lots in the area of \$4.2 million over the next 10 years and \$1.025 million from the existing Section 64 Stormwater Reserve for the area as at 30 June 2021.

This leaves a shortfall of approximately \$2.7 million. The anticipated funding shortfall is proposed to be funded by the Stormwater levy. It is expected the Stormwater levy will be used to part fund project EG-TD-03 scheduled to be delivered in 2026 and EG-TD-04 scheduled for delivery in 2029.

The following table shows the projects to be included in the Long Term Financial Plan.

Asset Details	DSP Project No.	Financial Year	Cost Estimate
Planning - review and update costings	WW-PL-01	2021/22	\$20,000
10,000m ³ detention basin	EG-DB-04	2022/23	\$148,000
Gross Pollutant Trap 1	EG-GPT-02	2022/23	\$220,350
Estella Gobbagombalin - Stormwater Infrastructure - Culvert D - 2 cell,2400X600 RCBC	EG-TD-05	2023/24	\$601,034
Estella Gobbagombalin - Stormwater Infrastructure - culvert D-E outlet - base 30m, depth 0.4m, grade 0.2% _m , length	EG-TD-07	2023/24	\$982,688
Planning - review and update costings	WW-PL-02	2026/27	\$100,000
Estella Gobbagombalin - Stormwater Infrastructure - PGR5 - 3.6mx0.75m RCBC, length 265m, grade 0.5% min, 4 X SPG1212 surcharge grates. @ Cell 2.4m X 0.6m RCBC, length 154m, 2 SPG1212 surcharge grates. Outlet channel base 25m, depth 0.3m, grade 1.5% min,length 320m, low flow 1200 RCP	EG-TD-03	2026/27	\$3,815,373
Estella Gobbagombalin - Stormwater Infrastructure - Culvert E - base 5m, depth 0.2m, grade 0.2% min, length 260m	EG-TD-06	2026/27	\$69,631
Estella Gobbagombalin - Stormwater Infrastructure - GC3 - outlet channel - base 30m, depth0.3m, grade 3.5% min, length 215m, low flow 1200RCP	EG-TD-04	2029/30	\$2,171,601
Total Additional Stormwater Projects to be added to LTFP			\$8,128,677

Sewer

The Addendum to the DSP Sewerage Services extends the DSP Sewer area to include River Road and enables Council to collect Section 64 Sewer contributions for the precinct. This funding will be held in the Sewer Reserve and used to provide infrastructure to support the area.

Open Space and Traffic

Appendix G details the infrastructure required to support the River Road precinct. Projects within the precinct (including the underpasses on Old Narrandera Road) are 100% funded by Section 7.11 infrastructure contributions. This ensures there is no funding shortfall of the projects identified.

The changes required at the Old Narrandera Road and Pine Gully Road intersection as a result of the River Road development are apportioned to the River Road precinct. It is critical over the life of the proposed infrastructure contribution plans that lot forecasts and revenue received are regularly monitored.

If forecast contributions of Section 7.11 and Section 64 are lower or received slower than forecasted, the project delivery schedule will need to be adjusted (i.e. projects would need to be delayed to reflect actual development growth).

The following table shows the projects to be included in the Long Term Financial Plan. They are scheduled to be delivered in the medium term.

Item	Description	Financial Year	Cost Estimate
RR1	Open space land acquisition - Area 4, Area 5, and Area 9	2029/30	\$325,000
RR2	Open space embellishment - Area 4 – Hilltop Park	2029/30	\$250,000
RR3	Open space embellishment - Area 5 – Central Park	2030/31	\$600,000
RR4	Open space embellishment - Area 7 – East Lineal Park	2030/31	\$280,000
RR5	Open space embellishment – wetland trail embellishment	2029/30	\$150,000
RR6	Open space embellishment - Area 9 – North West Park		\$300,000
RR7	Transport and traffic - shared path	2029/30	\$932,756
RR8	Transport and traffic - Pine Gully Rd / Old Narrandera Rd - 4th leg	2029/30	\$982,181
RR9	Transport and traffic - Old Narrandera Rd - 2 pedestrian underpasses	2029/30	\$1,075,860
Total Additional Open Space and Traffic Projects to be added to the LTFP			\$4,895,797

Policy and Legislation

Environmental Planning and Assessment Act 1979, Section 7.11, 7.12 and 7.18
Environmental Planning and Assessment Regulation 2000, Part 4, Division 4, Clause 32
Environmental Planning and Assessment Regulation 2000, Part 4, Division 3, Clause 31
Local Government Act 1993, Section 64
Wagga Wagga City Council Development Servicing Plan Sewerage Services, July 2013
Wagga Wagga City Council Development Servicing Plan Stormwater, November 2007
Wagga Wagga Local Infrastructure Contributions Plan 2019 - 2034

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

Council faces a high risk of Section 64 Stormwater infrastructure contributions for the Estella, Boorooma, Gobbagombalin and River Road area not reflecting the true cost of providing stormwater assets to support development in this high growth area in the short to medium term if the rate is not reviewed as suggested in the Addendum to the DSP Stormwater. This will see the funding shortfall increase and may make it impossible to provide the infrastructure to manage stormwater in the area, increasing the risk of flooding of property and environmental damage.

The new development area of River Road is not in the current DSP Stormwater or DSP Sewerage Services. The Addendums to the DSP documents extend the DSP area, enabling Council to charge Section 64 Sewer and Stormwater infrastructure contributions when the development applications for subdivision are received. This will then generate revenue to provide the required infrastructure to support the development.

River Road precinct is not included in the LICP. If the LICP is not updated to include this area, Council may collect Section 7.11 contributions from the development which do not reflect the true cost of providing the required open space and traffic projects in the precinct. The projects listed in the draft Appendix G of the LICP will not be delivered in the required timeframe if adequate infrastructure contributions are not collected and allocated to local infrastructure projects.

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

There is a low risk that development will slow and effect the contributions received and the requirement to deliver infrastructure to support the growth of the city. This risk will be monitored and mitigated through an annual review of contributions income received, projects delivered and actual annual expenditure from the Reserve.

Internal / External Consultation

The draft documents were placed on public exhibition using Connect Wagga and face to face engagement with stakeholders from 17 October 2021 to 29 November 2021. Key issues discussed included:

- stormwater management in the area, particularly in the River Road development and onto the flood plain to the river,
- apportionment of Section 7.11 contributions for specific projects, and
- stormwater quality.

Three written submissions were received from two developers of River Road and a community group who are a key stakeholder and use the university land adjacent to Gobbagombalin. The submissions and responses are summarised below.

Responses have been developed in consultation with key internal stakeholders. Having regard to the submissions and issues raised no changes are proposed or recommended to the draft plans placed on public exhibition.

Plan	Feedback Received	Response
LICP	If the developer enters into a works in kind agreement, how will credits be dealt with?	Council's policy is to generally not apply credits relating to works in kind agreements, unless approved by Council
LICP	The apportionment of the underpasses and shared paths identified in the plan (projects RR9 and RR7) should not be 100% to River Road as the greater northern growth area will have the benefit of these assets. Apportionment should be less than 100%.	Residents of River Road will benefit from the assets in Estella, Boorooma, Gobbagombalin which which are not included in their Section 7.11 contributions, Pine Gully Road and the shared path network for example. Section 7.11 contributions of River Road do not include these assets as they were triggered before River Road was proposed. The underpasses and shared paths (projects RR7 and RR9) are triggered by the River Road development, if it didn't occur the assets would not be required. River Road are only being charged for the 4th leg of the roundabout - not the whole intersection upgrade.
LICP	More details of the project costs are required in Appendix G for Section 7.11 projects	The level of detail aligns with the LICP. More details may be considered in future updates of the LICP
LICP	The location of some assets in the LICP Appendix G do not correlate with the latest masterplan	Locations are indicative at this stage. Exact locations will be finalised as more details are determined.

Plan	Feedback Received	Response
DSP Stormwater	DSP Stormwater only has objectives relating to stormwater quantity not quality or erosion. All three issues need to be considered because increased urbanisation of the area leads to increased stormwater pollutants and volumetric flows to Gobba Lagoon. The preservation of Gobba Lagoon and the realignment required to Dukes Creek are important.	Council acknowledges concerns regarding monitoring water quality and are working with the developer to consider options for managing water quality. Further investigation to be undertaken as detailed plans for development and stormwater systems are developed.
DSP Stormwater	Development south of Old Narrandera Road is only 17% of the catchment but the cost of contributions is the same as Estella, Boorooma and Gobbagombalin.	Section 64 DSP charges are based on the cost of providing infrastructure to support the development of an area having account for the estimated lots to be developed. The area of Estella, Boorooma and Gobbagombalin is approximately half developed. The DSP Stormwater change is based on approximately 1,500 lots left to be developed (of which 585 lots are in River Road) and apportioning half of the cost to provide the infrastructure required to support precinct wide development.
DSP Stormwater	5 catchments rather than 1	Council made the decision to decrease the number of catchments in the LICP in 2019. The aim of this was to decrease the complexity of the implementation of contributions. The catchment in the draft DSP Stormwater Addendum aligns with the catchment in the LICP.
DSP Stormwater	Section 7.11 contributions can only be charged where there is a demonstrated link between the development and the infrastructure being funded. The scheme is inequitable, and the infrastructure doesn't benefit the development south of Old Narrandera Road.	The comment on the application of contributions is correct, a nexus has to be documented in the LICP for Section 7.11 contributions. This is included in the draft Appendix G. Council also applies this principle in the development of Section 64 contributions. In accordance with previous comment regarding water catchment approach there is a nexus between the stormwater infrastructure and the whole area.

Plan	Feedback Received	Response
DSP Stormwater	Development south of Old Narrandera Road should be removed from the DSP Stormwater with additional infrastructure constructed if and when the developers require it. The referenced development will still create demand and impact on stormwater management. As part of the wider catchment management approach these costs have been apportioned equally across the catchment. It is not reasonable and equitable to apply these costs.	All lots in the DSP Stormwater area pay Section 64 Stormwater contributions and then Council uses this money to fund the construction of infrastructure (this is the same for Section 7.11 and Sewer). This ensures a coordinated approach to providing infrastructure required to support development.
DSP Stormwater	The increased development is putting more pressure on the operation of the flood gate near the lagoon and it needs to be modernised.	The flood gate is not a Council asset. Council staff will work with the owners of the flood gate to minimise risk. This will be subject to further investigation.
DSP Stormwater	Since March 2021 there has been an increase in stormwater runoff into the horse trials course on CSU. This has seen the major event cancelled in May 2021 and the cancellation of a number of training sessions throughout 2021. The increased stormwater run off is making the jumps unsafe for horse and rider. The cost to move the course is estimated to be at least \$52,000 and the economic cost of this increased stormwater run off to the club is \$113,780.	The concerns relate to outfall and flows from the drainage collection serving North Gobbagombalin. Further review of the outfall and potential impacts is currently being undertaken. Funding has been previously allocated for these works.

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


Attachments

1.  Appendix G to LICP River Road September 2021



2.  Estella Boorooma Gobbagombalin River Road DSP Stormwater Addendum September 2021



3.  River Road Addendum to Sewer DSP September 2021



Wagga Wagga Local Infrastrucutre Contributions Plan 2019 - 2034

Draft Appendix G River Road September 2021

G.1 Background

On 11 July 2021, Wagga Wagga Local Environmental Plan 2010 was amended to enable the development of a new residential neighbourhood south of the existing Estella and Gobbagombalin neighbourhoods.

The River Road Precinct is located at Old Narrandera Road and River Road, Gobbagombalin. The LEP amendment occurred after this development Contributions Plan first commenced on 1 July 2019.

The amended planning controls enable the development of approximately 582 new dwelling tenements/lots within the precinct accommodating approximately 1,513 new residents. The new population will generate a demand for new and upgraded local infrastructure.

Council will provide a range of precinct and citywide infrastructure to address this demand using contributions from development. Development within the precinct will pay a reasonable contribution towards the cost of the local infrastructure that Council will provide, both within the precinct and citywide.

This appendix outlines:

- Relationship of this appendix to other parts of this Plan
- Land to which this appendix applies
- The contribution rates applicable to development within the precinct
- Development anticipated within the precinct
- Infrastructure to be provided using contributions from development within the precinct
- Nexus and apportionment of costs to development within the precinct
- How the contribution rates have been calculated
- An infrastructure schedule and location map of River Road precinct infrastructure.

G.2 Relationship to other parts of this Plan

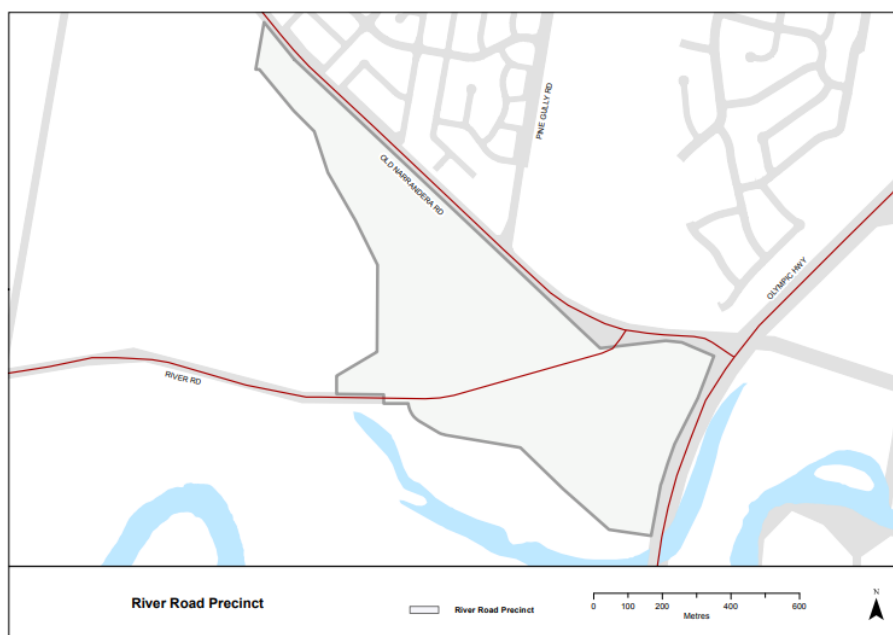
This appendix should be read in conjunction with all preceding sections of this Plan, including provisions relating to:

- Development that is exempt from contributions under this Plan
- How and when contributions will be imposed on development
- How and when a contribution requirement can be settled
- Other administration matters.

This appendix applies to development as outlined in **section 1.6** of this Plan.

G.3 Land to which this appendix applies

This appendix applies to the River Road precinct, as shown in **Figure G1**. The precinct is located at Old Narrandera Road and River Road, Gobbagombalin, and comprises approximately 60 hectares of land.

Figure G1: River Road precinct

G.4 Contribution rates

Contribution rates for development in River Road precinct are shown in **Table G1**. This should be read in conjunction with other provisions of this Plan relating to contribution rates, as set out in **Section 1** to **Section 4** of this Plan.

Development in the River Road precinct will also be required to make contributions towards citywide facilities included in **Appendix A** and **Appendix E** of this Plan.

Table G1: River Road precinct Section 7.11 infrastructure contributions

Type	Contribution rate (\$/type)		
	Precinct	Citywide*	Total
Per resident	\$3,235	\$3,965	\$7,200
Per self-contained dwelling in a seniors housing development	\$4,853	\$5,947	\$10,800
Per 1-bed dwelling	\$4,853	\$5,947	\$10,800
Per 2-bed dwelling	\$6,471	\$7,929	\$14,400
Per 3+bed dwelling, standard subdivision lot, dwelling house	\$8,412	\$10,308	\$18,720

* Citywide infrastructure contributions indexed from \$10,012 in the Infrastructure Contributions Plan 2109 – 2034 by CPA (118.5/115.1).

G.5 Anticipated development and proposed infrastructure

It is anticipated that the amended planning controls will allow for 582 new dwelling tenements/lots to accommodate a future population of around 1,513 new residents.

Council will use infrastructure contributions collected from development in the precinct to:

- (i) fully fund the cost of providing various open space and traffic and transport works within and adjacent to the precinct, and
- (ii) partially fund the cost of providing citywide infrastructure.

Precinct works addressed by this Plan are listed below:

- **Open space** – the acquisition and embellishment of land within the precinct for 4 new open spaces:
 - Hilltop Park – Area 4 comprising approximately 4,000 square metres
 - Central Park – Area 5 comprising approximately 4,000 square metres
 - East Lineal Park – Area 7 comprising approximately 8,000 square metres
 - Wetland trails – Area 8
 - North West Park – Area 9 comprising approximately 5,000 square metres
- **Traffic and transport** – transport and traffic works comprising of:
 - Shared pedestrian and cycling paths
 - Two pedestrian and cycling underpasses beneath Old Narrandera Road
 - New roundabout and approaches at the intersection of Old Narrandera Road and Pine Gully Road (4th leg only).

The River Road precinct infrastructure schedule is shown in **Table G2**. A map detailing the location of the infrastructure is shown in **Figure G2** at the end of this appendix.

The total cost of the works within the precinct is estimated at \$4,895,797. Most costs are fully apportioned to anticipated development within the precinct, for the reasons outlined in the following subsection.

All works are designated as “medium” priority and expected to be delivered in years 5 to 10 of this Plan.

G.6 Nexus and apportionment

Open space

As noted, Council will use development contributions from development in the precinct to fund the acquisition and embellishment of land for 4 new open spaces within the precinct. The objective is to provide new open spaces to meet the new population’s open space needs.

Various opportunities will be provided for public open space areas including a new linear park, embellished drainage corridor and 2 neighbourhood parks in the precinct. A major design principle includes active travel paths which promote healthy living, connecting the River Road precinct to the northern suburb areas of Estella, Boorooma and Gobbagombalin, and the residents of the precinct to and through the open space.

The area of local open space to be provided using development contributions is approximately 2.1 hectares. The open space will be needed by the 1,513 residents anticipated within the precinct. It is therefore reasonable for development contributions required from development within the precinct to fully fund the associated open space acquisition and embellishment costs.

Traffic and transport

Council will use development contributions from development in the precinct to fund the construction of a new shared path, two new pedestrian underpasses and a new road connection to a future roundabout at the intersection of Old Narrandera Road and Pine Gully Road. The objective is to enable the future population to meet their transport and recreation needs in a convenient, safe, efficient and reliable manner.

The new access road and proposed roundabout at the intersection of Old Narrandera Road and Pine Gully Road is needed to connect the precinct to the wider road network. A traffic assessment undertaken as part of the precinct planning proposal found that a theoretical development based on 750 residential lots will generate approximately 5,550 traffic movements per day with 550 of these movements occurring during peak periods, although the anticipated yield has subsequently been revised to 582 lots and the development will still generate enough traffic to warrant this work.

The existing road connection between River Road and Old Narrandera Road will be closed due to safety concerns associated with its close proximity to the Olympic Highway and existing sight distance issues.

The new shared path and pedestrian underpasses beneath Old Narrandera Road will connect to existing networks adjacent to the precinct. They are needed to provide residents with safe and convenient walking and cycling access both within the precinct and to surrounding neighbourhoods. Council will use contributions from precinct development to fully fund the infrastructure costs. This is reasonable as the works will be needed to support the development within the precinct.

Citywide infrastructure

Developments in the River Road precinct will also demand and contribute towards off-site infrastructure with a Citywide nexus.

This development Contributions Plan assumes that the city's population will grow by about 11,800 new residents between 2019 and 2034. This is equivalent to a growth rate of about 1.1 per cent each year. The inclusion of River Road precinct's anticipated 582 new allotments is unlikely to alter the city's population growth rate.

Development in the River Road precinct is likely to absorb some of the city's anticipated population growth. If this occurred, all other things being equal, then growth in some other precincts would be lower. The redistribution of growth is however difficult to accurately predict without a comprehensive review of housing demand. Council will reassess growth rates and growth distribution in the next comprehensive review of the Contributions Plan in 2023.

Given the above, the Plan's contribution rates for citywide facilities, adopted by Council when it made the Plan in 2019, have not been altered by the requirement for River Road Precinct development to contribute to these infrastructure works.

G.7 Contribution rates calculation

The Section 7.11 contribution rates specified in **Table G1** are calculated using the approach specified in **section 2.2.4** of this Plan.

The infrastructure contribution rate consists of a precinct component and citywide component. The precinct component is the cost of works apportioned to the new precinct population divided by the new precinct population.

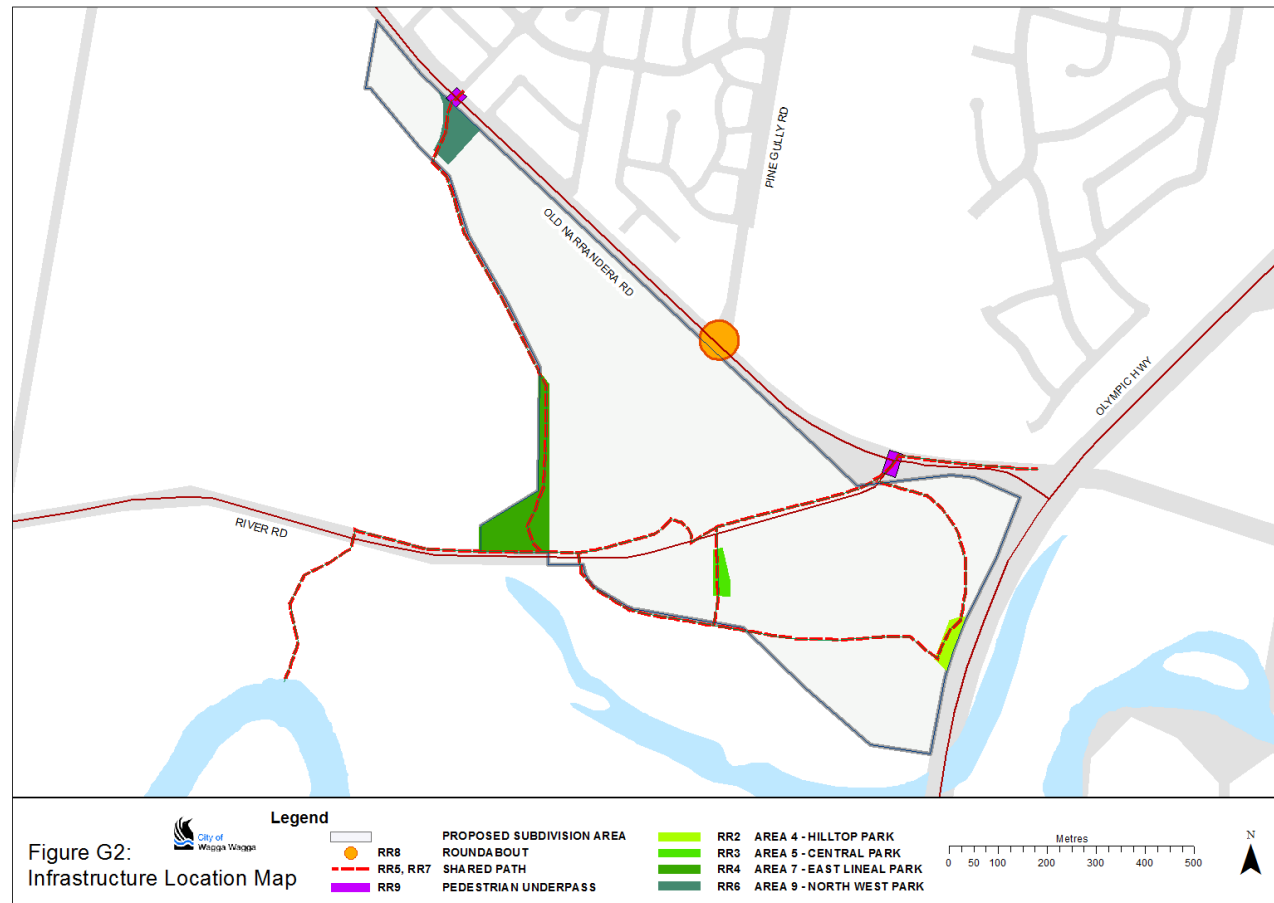
The citywide component is the cost of works apportioned across the city divided by the new citywide population. This remains unchanged from 2019 when the Plan was first adopted (excluding indexation).

Table G2: River Road precinct infrastructure schedule

Item	Description	Cost (\$)	Apportionment (%)	Apportioned cost (\$)	Contribution rate (\$/resident)	Contribution rate (\$/lot)	Source document	Staging/priority
RR1	Open space land acquisition - Area 4, Area 5, and Area 9	\$325,000	100%	\$325,000	\$214.78	\$558.42	Precinct planning proposal	Medium
RR2	Open space embellishment - Area 4 – Hilltop Park	\$250,000	100%	\$250,000	\$165.21	\$429.55		
RR3	Open space embellishment - Area 5 – Central Park	\$600,000	100%	\$600,000	\$396.51	\$1,030.93		
RR4	Open space embellishment - Area 7 – East Lineal Park	\$280,000	100%	\$280,000	\$185.04	\$481.10		
RR5	Open space embellishment – wetland trail embellishment	\$150,000	100%	\$150,000	\$99.13	\$257.73		
RR6	Open space embellishment - Area 9 – North West Park	\$300,000	100%	\$300,000	\$198.26	\$515.46		
RR7	Transport and traffic - shared path	\$932,756	100%	\$932,756	\$616.41	\$1,602.67		
RR8	Transport and traffic - Pine Gully Rd / Old Narrandera Rd - 4th leg	\$982,181	100%	\$982,181	\$649.08	\$1,687.60		
RR9	Transport and traffic - Old Narrandera Rd - 2 pedestrian underpasses	\$1,075,860	100%	\$1,075,860	\$710.98	\$1,848.56		
	Total	\$4,895,797		\$4,895,797	\$3,235.39	\$8,412.02		

Civic Centre cnr Baylis & Morrow sts
Wagga Wagga NSW 2650 (PO Box 20)
P 1300 292 442
E council@wagga.nsw.gov.au

Figure G2: Infrastructure Location Map



Wagga Wagga City Council Development Serving Plan Stormwater 2007

Draft Addendum for Estella, Boorooma, Gobbagombalin, River Road
September 2021

Civic Centre cnr Baylis & Morrow sts
Wagga Wagga NSW 2650 (PO Box 20)
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Introduction

This draft addendum to the Wagga Wagga City Council Development Servicing Plan Stormwater 2007 (DSP) updates the Section 64 Stormwater infrastructure contributions for the Estella, Boorooma, Gobbagombalin and River Road precinct. The new contribution rates reflect the remaining growth forecasted for the area and projects required to effectively manage the stormwater runoff expected because of development.

This appendix outlines:

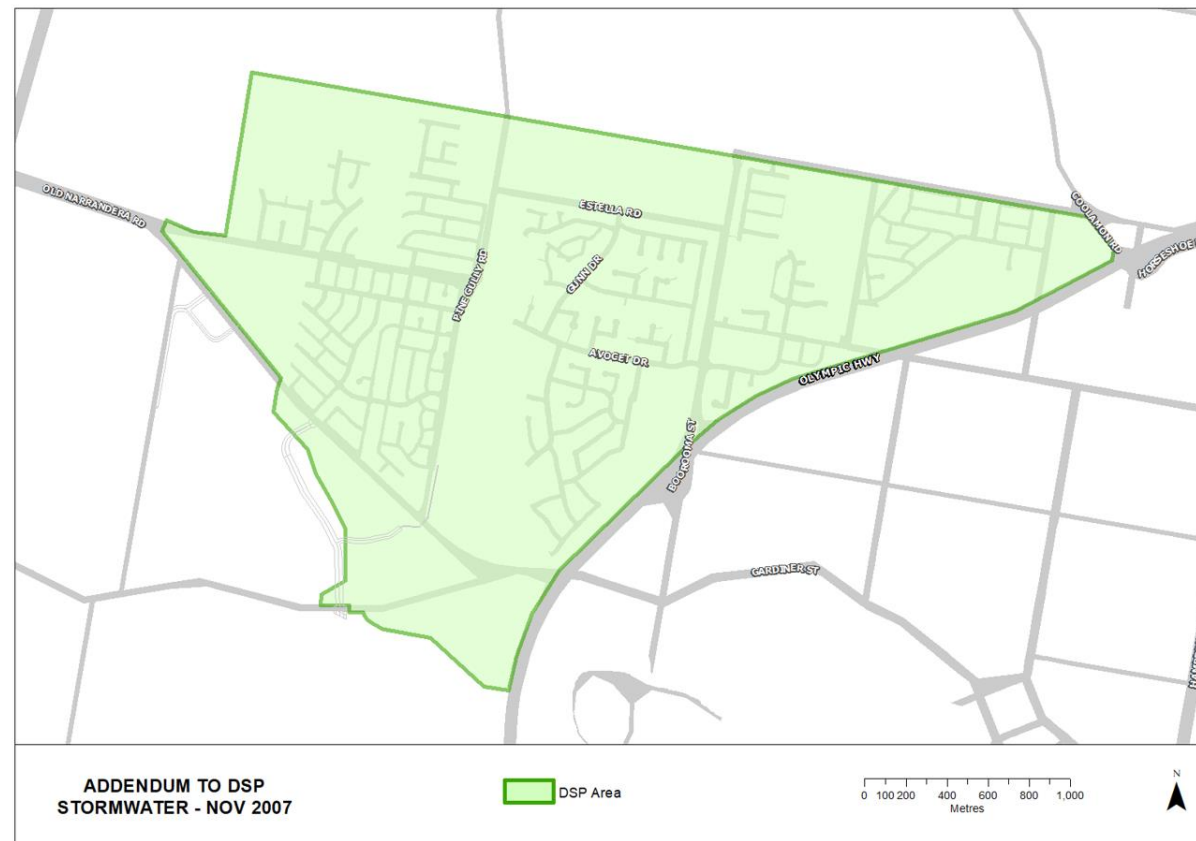
- Relationship of this addendum to other parts of this Plan
- Land to which this addendum applies
- The stormwater contribution rates applicable to development within the precinct
- Development anticipated within the precinct
- Infrastructure to be provided using contributions from development within the precinct
- Existing assets in the precinct which inform the contribution rate

Relationship to other parts of this DSP

This addendum should be read in conjunction with all sections of this DSP Stormwater, including provisions relating to Section 2.7 Calculation of Charges.

Land to which this addendum applies

This addendum applies to the land as shown below.



Stormwater Contribution rate

Section 64 Stormwater contribution per equivalent tenement (ET) for development in the Estella, Boorooma, Gobbagombalin, River Road precinct is \$2,829 as at September 2021.

As required by the 2016 Developer Charges Guidelines for Water Supply, Sewerage and Stormwater issued by the Minister of Lands and Water, pursuant to Section 306 (3) of the Water Management Act, 2000, this rate reflects the net present value of future projects required, the existing assets and the lots to be developed in the area. The rate has been decreased by a reduction rate of \$70 (which is the net income received from providing the services to the development area), also a requirement of the Guidelines.

Anticipated development

It is anticipated 1,492 new dwelling tenements/lots will be developed to accommodate a future population of around 3,900 new residents.

The estimate is based on the following information for Estella, Boorooma, Gobbagombalin, River Road.

Year	ET per Year
2020	842
2025	436
2030	214
2035	0
2040	0
2045	0
2050	0
TOTAL	1,492

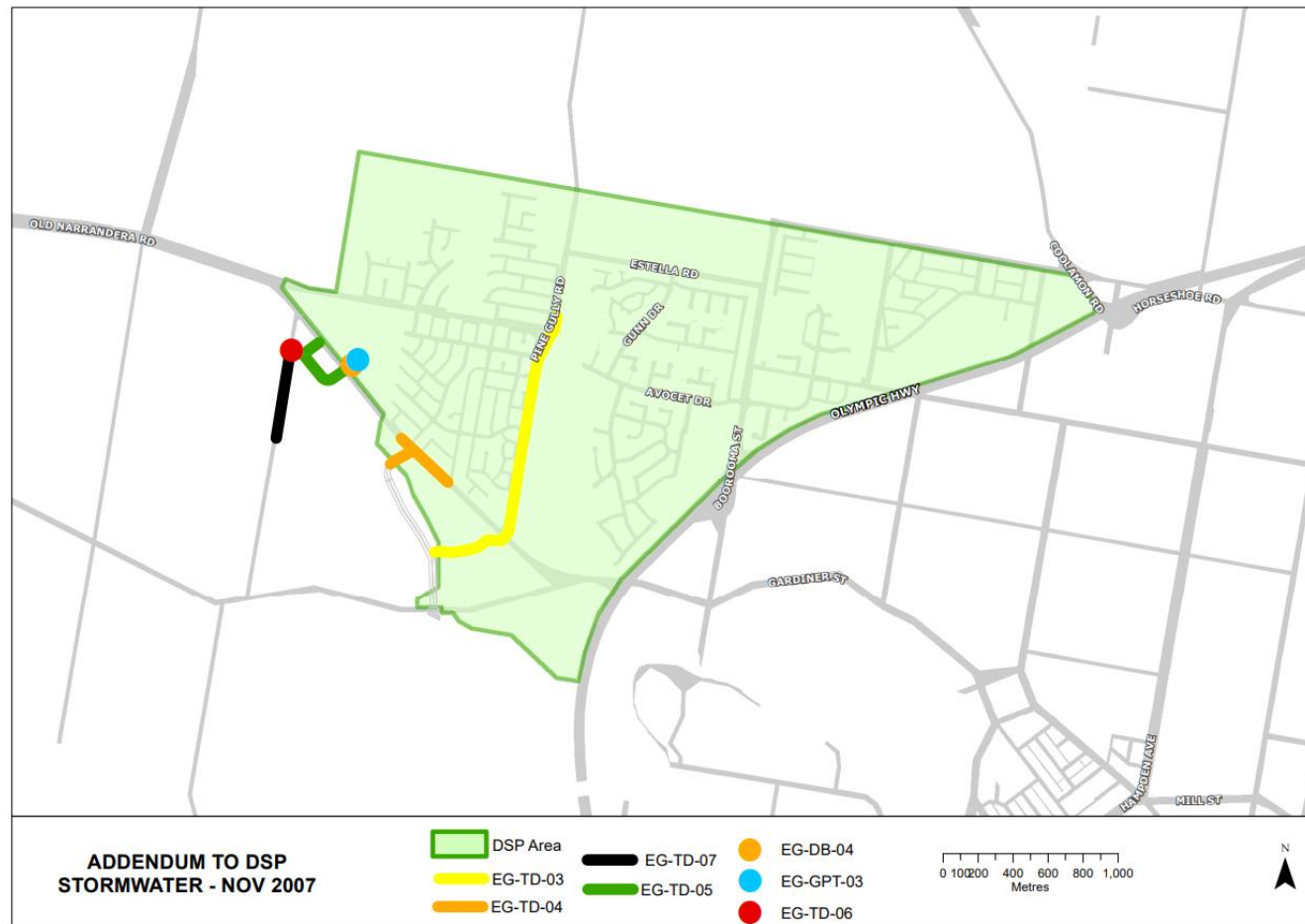
Proposed stormwater infrastructure

The proposed stormwater infrastructure works for Estella, Boorooma, Gobbagombalin, River Road precinct, their costs and scheduled delivery times are listed below.

The total estimated cost of the stormwater infrastructure required in the precinct is \$8 million.

Asset Details	2019 DSP Project No.	Year	Cost Estimate	Shared Proportion	Growth Proportion	Recoverable Cost
Planning - review and update costings	WW-PL-01	2021	\$20,000	7%	47%	\$616
10,000m ³ detention basin	EG-DB-04	2022	\$148,000	100%	100%	\$148,000
Gross Pollutant Trap 1	EG-GPT-02	2022	\$220,350	100%	100%	\$220,350
Estella Gobba - Stormwater Infrastructure - Culvert D - 2 cell,2400X600 RCBC	EG-TD-05	2023	\$601,034	100%	100%	\$601,034
Estella Gobba - Stormwater Infrastructure - culvert D-E outlet - base 30m, depth 0.4m, grade 0.2%min, length	EG-TD-07	2023	\$982,688	100%	100%	\$982,688
Planning - review and update costings	WW-PL-02	2026	\$100,000	7%	47%	\$3,081
Estella Gobba - Stormwater Infrastructure - PGR5 - 3.6mx0.75m RCBC, length 265m, grade 0.5% min, 4 X SPG1212 surcharge grates. @ Cell 2.4m X 0.6m RCBC, length 154m, 2 SPG1212 surcharge grates. Outlet channel base 25m, depth 0.3m, grade 1.5% min,length 320m, low flow 1200 RCP	EG-TD-03	2026	\$3,815,373	100%	100%	\$3,815,373
Estella Gobba - Stormwater Infrastructure - Culvert E - base 5m, depth 0.2m, grade 0.2% min, length 260m	EG-TD-06	2026	\$69,631	100%	100%	\$69,631
Estella Gobba - Stormwater Infrastructure - GC3 - outlet channel - base 30m, depth0.3m, grade 3.5% min, length 215m, low flow 1200RCP	EG-TD-04	2029	\$2,171,601	100%	100%	\$2,171,601

The location of the proposed stormwater works included in the addendum is shown below.



Existing stormwater infrastructure

The existing stormwater assets for Estella, Boorooma, Gobbagombalin, River Road (constructed since 1990) valued at \$3.9 million as at 30 June 2020 are listed below.

Asset Class	Asset	Commissioning Year	MEERA (2020)	Shared Proportion	Growth Proportion	Recoverable MEERA
Stormwater Pipe	STORM-PIPE-1387	2012	\$14,471	100.0%	93.8%	\$13,578
Stormwater Pipe	STORM-PIPE-1388	2012	\$18,133	100.0%	93.8%	\$17,014
Dentention Basin	8,000m ³ detention basin	2020	\$151,000	100.0%	93.8%	\$141,684
Dentention Basin	8,000m ³ detention basin	2020	\$151,000	100.0%	93.8%	\$141,684
Dentention Basin	35,000m ³ detention basin	2020	\$328,300	100.0%	93.8%	\$308,046
Gross Pollutant Trap	Gross Pollutant Trap 1	2020	\$220,900	100.0%	93.8%	\$207,272
Channel	900m of average DN900	2020	\$1,045,000	100.0%	93.8%	\$980,531
Channel	850m of open channel and low flow pipe	2020	\$680,000	100.0%	93.8%	\$638,049
Detention Basin	BAS-GOBBA-NW	2021	\$428,857	100.0%	93.8%	\$402,400
Detention Basin	BAS-HARRIS-N	2021	\$876,590	100.0%	93.8%	\$822,510

Wagga Wagga City Council Development Servicing Plan Sewerage Services 2013

Draft Addendum for River Road September 2021



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Introduction

This draft addendum to the Wagga Wagga City Council Development Servicing Plan Sewerage Services 2013 (DSP) sets the Section 64 Sewer infrastructure contributions for the River Road precinct. The contribution rate is \$4,154 per equivalent tenement (ET) or lot (as at September 2021), which is currently applied to all development in the DSP area of the local government area.

This appendix outlines:

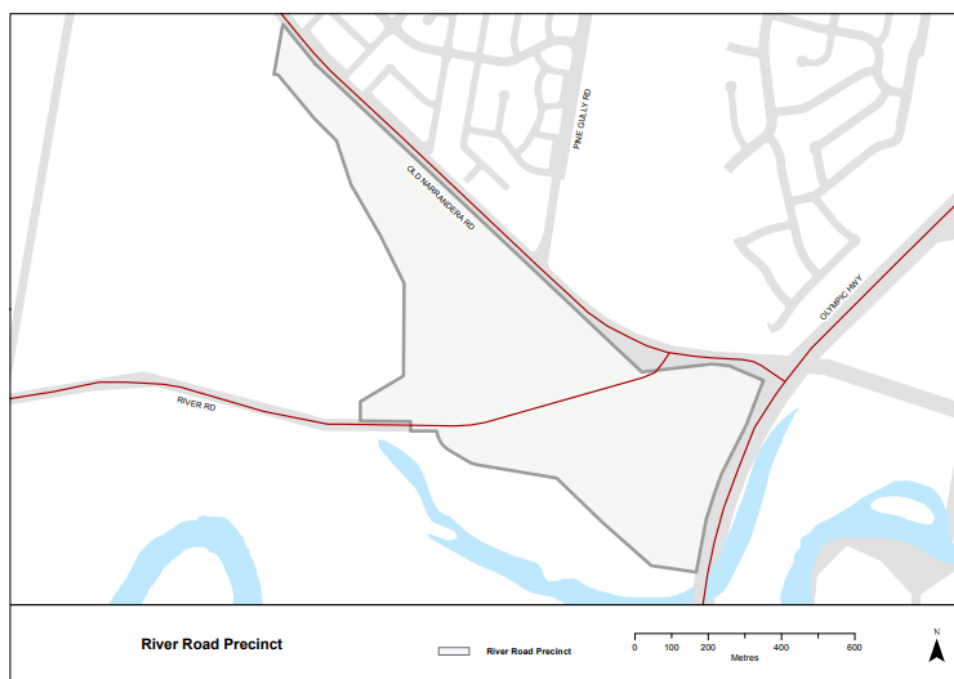
- Relationship of this addendum to other parts of this Plan
- Land to which this addendum applies
- The sewer contribution rates applicable to development within the precinct
- Development anticipated within the precinct

Relationship to other parts of this DSP

This addendum should be read in conjunction with all sections of this DSP Sewer, including provisions relating to Section 2.7 Calculation of Charges.

Land to which this addendum applies

This addendum applies to the land as shown below.



Sewer Contribution rate

Section 64 Sewer contribution for development in River Road precinct is \$4,154 per ET or lot as at September 2021.

This rate is the current rate applied to all development in the Wagga Wagga local government area as at September 2021. In accordance with the DSP Sewer this rate will be indexed annually on 1 July.

The base rate of Section 64 Sewer (as at July 2013) is \$3,538.

Anticipated development

It is anticipated 582 new dwelling tenements/lots will be developed in the River Road precinct to accommodate a future population of around new 1,513 residents.

RP-6 DRAFT DEVELOPER INFRASTRUCTURE AGREEMENTS POLICY**Author:** Belinda Maclure**Director:** Michael Keys**Summary:**

The residential, commercial and industrial development driving the city's growth will generate additional demand for a range of local infrastructure, including roads, shared paths, open spaces and community facilities.

The majority of this infrastructure is funded by Sections 7.11 and 7.12 contributions levied against developers typically through Conditions of a Development Consent.

Developers either pay monetary contributions and Council provides the required infrastructure that is set out in the Council's contributions plan, or they can voluntarily offer to enter into a Developer Infrastructure Agreement with the Council and provide infrastructure on behalf of Council and the community.

The draft Policy addresses how Council will manage the process for Developer Infrastructure Agreements. This ensures the process is consistent, transparent and reliable for Council, community and developers.

Recommendation

That Council:

- a endorse the draft Developer Infrastructure Agreements Policy, to be placed on public exhibition and invite public submissions for a period of 42 days from 11 March 2022 to 22 April 2022.
- b receive a further report following the exhibition and submission period addressing any submission made in respect of the draft documents

Report

The Wagga Wagga Local Government Area (LGA) is forecast to grow by 11,800 people over the next 15 years (Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034 (LICP)). Residential development will be accompanied by new employment generating development. This growth will generate additional demand for a range of local infrastructure, including roads, shared paths, open spaces and community facilities. The majority of this infrastructure is funded by Section 7.11 and 7.12 infrastructure contributions paid by developers.

Developers either make a monetary payment of Section 7.11 or 7.12 infrastructure contributions and Council will provide the required infrastructure, or they can offer to enter into an agreement with Council and construct infrastructure on behalf of Council and therefore the community. These agreements are known as Developer Agreements. A Developer Agreement is a voluntary agreement between Council and a developer. There are two types of Developer Agreements. There are Planning Agreements (where a developer offers to provide a material public benefit and is not included in the LICP) and Works in Kind Agreements (where the developer offers to

construct infrastructure identified in the LICP). The main similarities and differences in Developer Agreements are summarised in the table below.

Works in Kind Agreements	Planning Agreements
<ul style="list-style-type: none"> • Include infrastructure identified in a contributions plan • Cost of infrastructure is the cost in the contributions plan (indexed as appropriate) • Are not required to go on public exhibition once endorsed by Council • Are not referenced in the Act • Works must be secured by a unconditional bank guarantee • Managed by a Deed of Agreement 	<ul style="list-style-type: none"> • Are governed by Section 7.4 of the Act • Include infrastructure not identified in a contributions plan • Costs of infrastructure must be provided to Council with designs and this cost will be verified by Council • Negotiation process can be longer as the proposal is not identified as a priority in a contributions plan • Must go on public exhibition • Works must be secured by a unconditional bank guarantee • Managed by a Deed of Agreement

The draft Developer Infrastructure Agreements Policy has been developed to replace the existing separate Council policies of Works in Kind Policy POL003 and the City of Wagga Wagga Planning Agreements Policy POL096. Both the current policies will be rescinded and replaced with the Developer Infrastructure Agreements Policy if it is adopted by Council after being placed on public exhibition.

The new draft Policy details how Council will treat offers made by developers for works in kind agreements (where the developer proposes to construct infrastructure listed in a contributions plan) and planning agreements (where the developer proposes an alternative material public benefit) either in lieu of or in addition to the contribution due for the development. The draft Policy aims to:

- provide a simple, consistent, and transparent framework for Developer Infrastructure Agreements
- facilitate timely provision of infrastructure aligned to Council's strategic planning objectives
- enable developers to provide infrastructure contributions both included in, and outside those required by a contributions plan
- support development by providing flexible and innovative solutions
- ensure developers are treated fairly and consistently in their dealings with Council
- ensure developer-provided infrastructure aligns with Council's strategic plans and policies.

The draft Policy has been developed in consultation with stakeholders from across Council. It has also been reviewed by Specialist Contributions Consultant (GLN Planning) who has a long history of working with Wagga Wagga City Council on the infrastructure contributions framework.

Combining works in kind agreements and planning agreements in the one policy provides a singular reference point for the community and developers to better understand the options available, as well as supporting consistency and transparency in how the system will be applied. It is considered best practice.

The draft Policy includes the following key changes from the current policies:

- both works in kind agreements and planning agreements are included in the same policy,
- much of the draft Policy applies to works in kind agreements and planning agreements to improve consistency and make the process easier,
- the extra requirements for planning agreements are clearly identified the
- process diagrams are included to show developers the process, and
- the language used through the draft Policy has been focused on making it easier to understand.

Financial Implications

Developer Agreements enable developers to provide infrastructure contributions outside or in addition to those required under the contributions plan and encourage them to provide flexible and innovative solutions to deliver infrastructure to support development. Most Developer Agreements will have an impact on the Section 7.11 Reserve. For example a developer may construct a project identified in the Contributions Plan in lieu of paying Section 7.11 contributions, they may construct a project in addition to their contributions or they could construct an asset not identified in a contributions plan with a material public benefit to the wider community either in lieu of or in addition to infrastructure contributions. The impact of each proposed Developer Agreement on the Section 7.11 Reserve will be assessed when it is considered by Council.

Every Developer Agreement must be approved by Council and the financial implications of each individual agreement will be reported to Council as part of this process.

Policy and Legislation

Environmental Planning and Assessment Act 1979 Section 7.4

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

Planning Agreements and Works in Kind Agreements can provide innovative outcomes which benefit the wider community. However, there is a risk the community will perceive an agreement with a developer as unfair and benefiting the developer and not the community. The draft Policy aims to ensure all developers are treated fairly and

consistently when dealing with Council. It aims to ensure transparency of all agreements between developers and Council.

Feedback from the industry indicates developers are uncertain about the options available and are confused about how to propose and enter into an agreement with Council. The draft Policy has been simplified and aims to be easy to understand, it includes diagrams illustrating the steps involved in the process.



It is important that developers propose to provide suitable infrastructure through a Developer Agreement. The draft Policy ensures developer-provided infrastructure aligns with Council's strategic plans and sets out a process to ensure it is constructed to meet Council standards. It provides a framework which will produce consistent and recallable decisions regarding the provision of infrastructure to support development.

Internal / External Consultation

A Community Engagement Plan has been developed to guide the consultation with developers. The Community Engagement Plan is attached.

	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.  DIAP Community Engagement Plan
2.  Council Draft Developer Infrastructure Agreements Policy

Communications & Engagement Plan

Background

The Wagga Wagga Local Government Area (LGA) is forecast to grow by 11,800 people over the next 15 years (Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034 (LICP)). Residential development will be accompanied by new employment generating development. This growth will generate additional demand for a range of local infrastructure, including roads, shared paths, open spaces and community facilities. The majority of this infrastructure is funded by Section 7.11 and 7.12 infrastructure contributions paid by developers.

Developers either make a monetary payment of Section 7.11 or 7.12 infrastructure contributions and Council will provide the required infrastructure, or they can offer to enter into an agreement with Council and construct infrastructure on behalf of Council and therefore the community. These agreements are known as Developer Agreements. A Developer Agreement is a voluntary agreement between Council and a developer. There are two types of Developer Agreements. There are Planning Agreements (where a developer offers to provide a material public benefit and is not included in the LICP) and Works in Kind Agreements (where the developer offers to construct infrastructure identified in the LICP).

The draft Developer Infrastructure Agreements Policy has been developed to provide a framework to manage both types of Developer Agreements. The draft Policy has been developed in consultation with stakeholders from across Council and Greg New from GLN Planning, a Specialist Contributions Consultant who has a long history of working with Wagga Wagga City Council on the infrastructure contributions framework. The draft Policy has also been on internal exhibition. The draft Policy has been endorsed by Council's Infrastructure Contributions Panel and reviewed by the Executive before being reported to Council. All feedback received has been considered and included in the draft Policy.

Why engage?

To ensure the framework proposed in the draft Policy is transparent, consistent and fair developers are invited to review it and provide feedback when it is on public exhibition.

Feedback from developers will be considered carefully and the draft Policy will change if required based on the feedback before they are adopted by Council.

Key messages

The key messages are:

- The draft Policy will replace Council's current two separate Policies relating to work in kind agreements and planning agreements
- One Policy for both types of Developer Agreements is considered best practice
- The draft Policy has been designed to be as clear and easy to understand as possible – the language used is as simple as possible
- Process diagrams have been used to illustrate the steps involved in the process
- We want to engage with developers and will consider their feedback

The draft Policy aims to:

- provide a simple, consistent, and transparent framework for Developer Infrastructure Agreements
- facilitate timely provision of infrastructure aligned to Council's strategic planning objectives
- enable developers to provide infrastructure contributions both included in, and outside those required by a contributions plan

- support development by providing flexible and innovative solutions
- ensure developers are treated fairly and consistently in their dealings with Council
- ensure developer-provided infrastructure aligns with Council's strategic plans and policies.

Stakeholders

The major stakeholders are the developer of the city.

Methods

Based on previous consultations the stakeholders are keen to participate in consultation about the contribution framework. An email inviting them to a workshop session, and/or a one on one discussion or drop in session has worked well in the past. The email will provide all the documentation and invite feedback. The various options to engage ensure everyone has the opportunity to discuss with Council staff before submitting a written response.

In the past developers have provided individual feedback in writing via a letter or they have combined to provide an industry wide response.

A Council your say page will ensure everyone has the opportunity to review the documents in one place and enable an easy response.

An add in Council news is required to meet legislative requirements, as is the public exhibition period of 28 days.

Timeline

The following table provides details of the community engagement timeline.

Item	Delivery Timeframe
Report to Council	7 March 2022
Launch your say website	12 March 2022
Advertisement in Council news	12 March 2022
Public exhibition period begins	12 March 2022
Stakeholder email sent	11 March 2022
Stakeholder session 1	Week beginning 21 March 2022
Stakeholder drop in session	Week beginning 28 March 2022
Stakeholder session 2	Week beginning 18 April 2022
One on one stakeholder sessions	14 March 2022 – 22 April 2022
Advertisement in Council news	23 March 2022
Public exhibition closes	22 April 2022
Submissions close	22 April 2022
Report to Council	16 May 2022

Materials

No materials are required to be purchased.

Resourcing

The following table provides details of the community engagement resourcing requirements.

Item	Position Responsible
Report to Council	Director Regional Activation, Contributions Coordinator
Launch your say website	Contributions Coordinator
Advertisement in Council news	Contributions Coordinator
Stakeholder email sent	Contributions Coordinator
River Road developer meeting	Director Regional Activation, Manager City Strategy Contributions Coordinator
Stakeholder workshop 1	Director Regional Activation, Manager City Strategy Contributions Coordinator
Stakeholder drop in session	Contributions Coordinator, Regional Activation Business Support
Stakeholder session 2	Director Regional Activation, Manager City Strategy Contributions Coordinator
One on one stakeholder sessions	Contributions Coordinator, Regional Activation Business Support
Advertisement in Council news	Contributions Coordinator
Collate submissions	Contributions Coordinator
Update documents are required	Contributions Coordinator, Infrastructure Contributions Panel
Report to Council	Director Regional Activation, Manager City Strategy, Contributions Coordinator

Risk Assessment

The following are the major risks of the engagement project.

- Developer Agreements and infrastructure contributions are complex and to communicate the process is difficult. There is a risk errors may be communicated. To address this a cheat sheet will be developed and distributed to all staff involved in the engagement.
- Feedback from stakeholders may mean the draft Policy not adopted by Council. If this occurs there is a risk that Council will receive an offer to enter in a Developer Agreement and the Policy will be not updated.

Budget

Budget is required to place two advertisements in Council news.

Developer Infrastructure Agreements Policy

Reference number: <<Enter policy number>>
Approval date: <<Enter original draft date>>
Policy owner: Manager City Strategy
Next review: <<Enter date>>

Section 1 – Introduction

1.1 Preamble

The Wagga Wagga Local Government Area (LGA) population is forecast to grow by around 11,800 people to 2034, as identified in the Council's current infrastructure contributions plan (Wagga Wagga Local Infrastructure Contributions Plan 2019 – 2034 (or LICP)).

Residential, commercial and industrial development driving this growth will generate additional demand for a range of local infrastructure, including roads, shared paths, open spaces and community facilities.

The majority of this infrastructure is funded by Sections 7.11 and 7.12¹ contributions that are levied against developers typically through Conditions of a Development Consent.

Developers either pay monetary contributions and Council provides the required infrastructure that is set out in the council's contributions plan, or they can voluntarily offer to enter into an Agreement – a 'Developer Infrastructure Agreement' - with the Council and provide infrastructure on behalf of Council and the community.

This Policy addresses how Council will treat offers from developers to meet their infrastructure contributions obligations through Developer Infrastructure Agreements to deliver infrastructure in addition to, or instead of, paying monetary contributions.

1.2 Purpose

The main purpose of this policy is to explain how Council will allow or enter into Developer Infrastructure Agreements to support new development and the increasing population.

Other purposes of this policy are to:

- provide a simple, consistent, and transparent framework for Developer Infrastructure Agreements
- facilitate timely provision of infrastructure aligned to Council's strategic planning objectives
- enable developers to provide infrastructure contributions both included in, and outside

¹ S7.11 and s7.12 of the Environmental Planning and Assessment Act 1979 (EP&A Act)

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- those required by, a contributions plan
- support development by providing flexible and innovative solutions
- ensure developers are treated fairly and consistently in their dealings with Council
- ensure developer-provided infrastructure aligns with Council's strategic plans and policies.

1.3 Types of Developer Infrastructure Agreements

Developer Infrastructure Agreements is an umbrella term used in this Policy covering the following types of agreements:

- Works in Kind agreements
- Planning Agreements

Key features of Developer Infrastructure Agreements are shown below

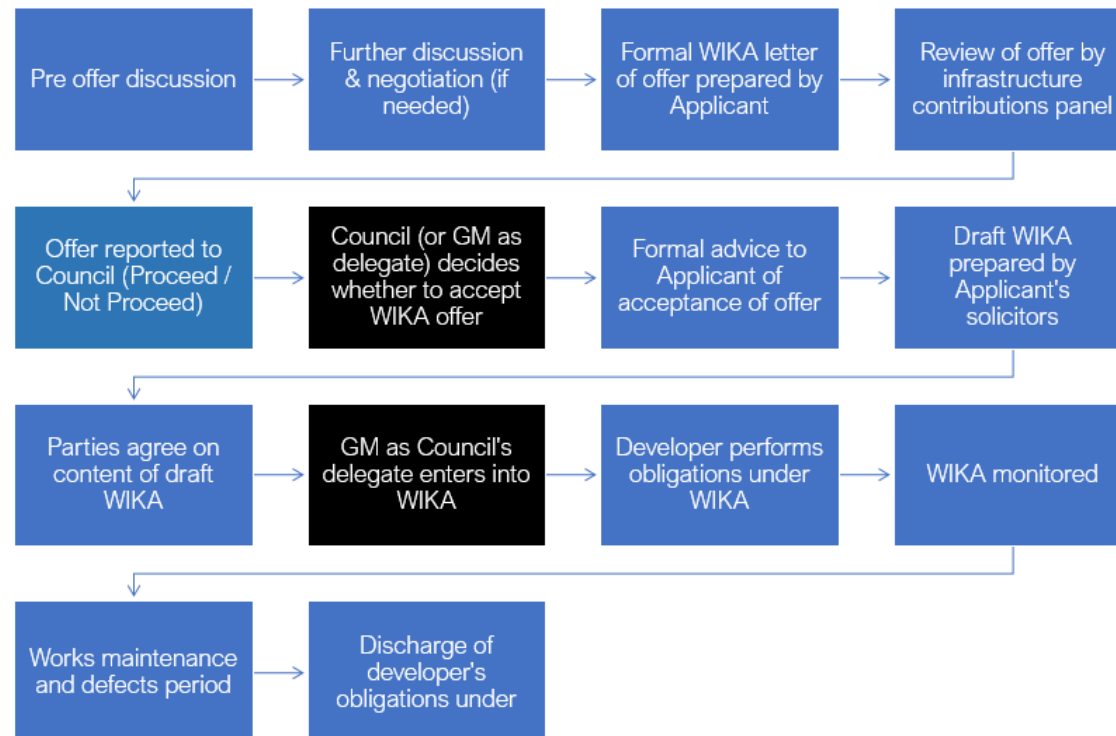
	Works in kind Agreements	Planning Agreements
Authorised by	Section 7.11(5) of the EP&A Act, which allows a developer to settle part or all of a s7.11 obligation in a development consent by providing a material public benefit.	Section 7.4 of the EP&A Act, which allows a developer to voluntarily enter into an agreement with a planning authority to provide public benefits.
They are typically used when	<p>A developer:</p> <ul style="list-style-type: none"> • intends to provide works that are included in a council contributions plan, and • the developer is seeking a part or full offset of the s7.11 obligation in the consent. 	<p>A developer intends to provide land, works, money, or a combination of these, as part of a:</p> <ul style="list-style-type: none"> • planning proposal, or • development application, or • modification of a development consent, or • a complying development certificate.
Offsets of section 7.11 contributions	S7.11 contribution amounts may be offset (or reduced) by the value of the contributions plan works agreed to be undertaken by the developer.	Planning agreements may include contributions plan items in addition to other public purposes. S7.11 offsets reflecting the value of contributions plan items may be allowed.

Section 2 – Developer Infrastructure Agreement Procedures

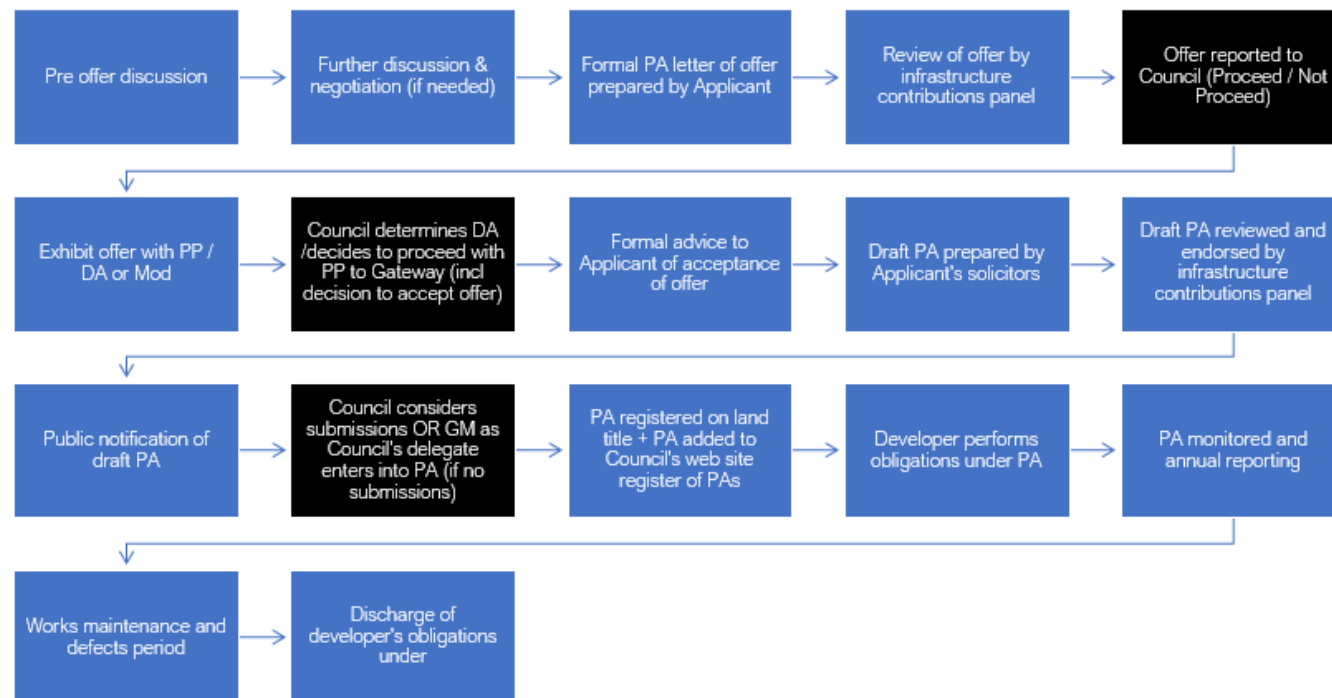
The following diagrams outline the process and procedure that the Council will follow in negotiating, preparing and implementing each type of Developer Infrastructure Agreement.

Sections 3 and 4 address the requirements of Agreements, including more detailed notes on the procedures.

2.1 Works in Kind Agreement



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2.2 Planning Agreement

Section 3 – Requirements for all Agreements

3.1 Probity issues

To maximise transparency and public confidence in Developer Infrastructure Agreements,

(a) Council will:

FOR ALL AGREEMENTS -

- make this Policy available to developers
- ensure that Agreements are voluntary for both Council and developers
- not allow interests of developers, individuals or interest groups to outweigh public interest
- ensure it avoids potential, perceived or actual conflicts of interest between its role as the consent authority and its interest as a developer (if it has an interest in a development)
- ensure Council staff and Councillors are aware of their roles and responsibilities
- ensure Councillors are not involved in negotiations
- ensure all meetings are documented
- work with developers to establish timeframes to progress agreements efficiently
- seek to minimise its financial risk in all agreements
- provide a clear and transparent pathway for proponents to make an offer
- update this Policy from time to time to ensure the Policy is consistent with relevant legislation, practice notes and guidelines.

FOR PLANNING AGREEMENTS -

- not permit unacceptable development because of public benefits offered
- not seek public benefits wholly unrelated to the development
- ensure planning decisions are not bought or sold through agreements
- ensure consideration, negotiation and assessment of developer agreements is separate from the assessment of a development application, complying development certificate or planning proposal
- ensure agreements are underpinned by appropriate strategic land use and infrastructure planning
- not improperly rely on its statutory position in order to extract unreasonable public benefits under a planning agreement.

(b) Council will expect developers to:

- conduct themselves in a professional manner
- request works specifications from Council before preparing a letter of offer
- provide transparent and sound information for the agreement
- not seek to involve Councillors in the negotiation process

3.2 Letter of Offer

Before submitting a proposal to Council to enter into a Developer Infrastructure Agreement, developers are encouraged to meet with Council staff to discuss the proposal.

An offer to enter into a Developer Infrastructure Agreement must be in writing and signed by or on behalf of all parties to the proposed Agreement. The letter should include the following:

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- the land affected
- all parties to the agreement (if one party has the authority to act on behalf of other parties)
- the planning proposal, development application, complying development certificate or modification the agreement relates to
- written consent of all the owners of land affected
- details of the monetary, works, land or other contributions to be provided by the developer
- estimated cost of each item (prepared by a quantity surveyor or suitably qualified person)
- proposed relevant development triggers for the delivery of works
- if the offer is made in lieu of paying Section 7.11 or 7.12 contributions
- the developer's capability to deliver the infrastructure
- identify any risks associated with the offer and which party will bear these risks

3.3 Negotiation and assessment

The negotiation and assessment process for different types of Developer Infrastructure Agreements is shown in the flow charts in Section 2.

When a proposed Developer Infrastructure Agreement is received by Council it will be referred to the Infrastructure Contributions Panel. The Panel will review the draft offer and provide a recommendation to the Director Regional Activation who will also review the proposed draft offer. Feedback will then be provided to the developer.

As Works in Kind Agreements include works identified and endorsed by Council as part of the approval of the LICP, negotiation is often simpler than for a Planning Agreement. The indexed cost identified in the LICP will be the agreed value of the works and the developer and Council must agree on the timing of delivery and specifications of assets required.

As the scope of a Planning Agreement usually includes infrastructure that is not included in a Council contributions plan the negotiation process can be more complex. Proposed projects, including costs, timing and specifications will be assessed by Council and feedback will be provided to the developer. Agreement must be reached between the developer the Director Regional Activation before a Planning Agreement will be reported to Council.

Where the material public benefit or works in kind under a Developer Infrastructure Agreement is the provision of land for public purpose, Council will seek to value the benefit on the basis of the estimated amount of compensation to which the developer would be entitled under the *Land Acquisition (Just Terms Compensation) Act 1991*.

Council staff may recommend to decline an offer of a planning agreement. A report will be sent to Council advising the Councillors support the recommendation.

3.4 Payment of costs

- Payment of Council's cost in preparing and executing Developer Infrastructure Agreements are to be met by the developer. Payment will be due 30 days from invoice issued by Council.
- All developer agreements will include a monitoring and enforcement charge of 1% of the infrastructure costs. This will be invoiced by Council at the commencement of a developer agreement and will be due 30 days from invoice.
- Developers are required to prepare a deed for Developer Infrastructure Agreements based on the template to be provided by Council.

3.5 Security and insurance

Council will require agreements to make provision for security by the developer of the developer's obligations under the agreement. The form of security will be two unconditional bank guarantees

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from an Australian bank in favour of Council to the full value of the infrastructure works included in the agreement. One guarantee is to be for 90% of the value of the works covered by the bank guarantee and the other for 10% of the value. Security must be provided before a Construction Certificate or Subdivision Construction Certificate is issued.

Upon completion of the agreed works, inspection by Council and receipt of required handover documentation, 90% of the infrastructure value covered by the bank guarantee will be released. In determining the amount to be released the following items will be considered:

- funds expended
- standard of the works
- schedule of payments.

The remaining amount will be kept as a security bond and returned once the 12 month maintenance period has lapsed and following certification by Council that all obligations and works have been undertaken and completed to the standard as detailed in the agreement. If the works covered by the developer agreement are not completed to the satisfaction of Council, Council will call upon the second bank guarantee.

All agreements are required to be registered on the land title prior to the agreement being executed. Council will not execute a Planning Agreement until evidence is provided of the registration on title. The developer (at their own cost) is required to submit documents necessary to enable Council to effect registration of the Planning Agreement. The removal of the registration will occur when a Subdivision Construction Certificate or Construction Certificate is released and the works are completed. The developer is required to submit all documents necessary to remove the affectation from the title. Any costs incurred at this time are to be met by the developer.

All Developer Infrastructure Agreements require the developer to take out and keep current the following insurances in relation to infrastructure provided in the agreement:

- contract works insurance
- public liability insurance
- workers compensation insurances required by law
- any other insurances provided by law.

Council will require a Developer Infrastructure Agreement to contain an acknowledgement by the developer that Council may, in its absolute discretion, make a notation under Section 10.7 (5) of the Act in respect to the agreement on any certificate issued under Section 10.7(2) of the Act relating to the land the subject of the agreement or any other land.

3.6 Offsetting Value of Works against Section 7.11 Contributions

Council will not consider recording any surplus value of works over and above the Section 7.11 contribution due for a development application towards any future development.

3.7 Work Specification

Specifications of all works are required to be determined in consultation with Council. Works plans are to have written approval from Council at the development application stage (as initial designs) and at the construction or subdivision certificate stage (as final designs).

3.8 Entering into a Developer Infrastructure Agreement

A Developer Infrastructure Agreement is entered into when it is signed by both parties.

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All Developer Infrastructure Agreements will contain provisions of the commencement of works, notifications of inspections and allowing Council staff to access the land for inspections. Agreements will establish Council's required approval and handover requirements.

Deferrals of developer agreement contributions could be accepted by Council under the following circumstances:

- Written request has been submitted to Council
- Council has provided their approval in writing
- A bank guarantee 110% of the value of the contribution item has been provided to Council (this will be in addition to the bond in clause 3.5)
- The revised timing has been agreed to by Council.

A deferral approved under the above terms could allow the release of the relevant Construction Certificate or Subdivision Certificate.

3.9 Handover of infrastructure

Council will inspect works constructed under Developer Infrastructure Agreements before a bank guarantee is released and assets are handed over.

Council will not accept the hand-over of assets unless the developer provides Council a report showing the work has been carried out and completed in accordance with the Developer Infrastructure Agreement and any applicable development consent.

Council will require Developer Infrastructure Agreements to provide for a defects and liability period during which any defects must be rectified at the developer's expense. This period will be 12 months unless otherwise stated in the Developer Infrastructure Agreement. The developer will be responsible for maintenance and rectification works during this period.

Works included in an agreement may require assessment and approval under the Act.

Handover of assets will not occur before the developer provides the required documentation as listed above, a full set of works-as-executed plans and a final inspection as approval from Council's relevant asset manager.

3.10 Dispute resolution

Council will require Developer Infrastructure Agreements to provide for a dispute resolution mechanism between the parties to the agreement.

3.11 Monitoring

Council will continuously monitor developer's obligations under Developer Infrastructure Agreements.

Council will require each agreement to contain a mechanism under which the agreement is periodically reviewed with the involvement of all parties. This will include a review of the developer's performance of the delivery of the agreement.

3.12 Modifying agreements

Developer Infrastructure Agreements linked to large scale development may change if there is significant variation to the development. The need to make amendments to an agreement will be assessed on a case by case basis.

Agreements can be modified by arrangement between the parties. Either party can initiate modification. This will occur via a deed of variation to the agreement in a form acceptable to

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Council. The party proposing the modification will bear the modification costs. Modification of an agreement may be required to be re-exhibited to the public, this will be assessed on a case by case basis.

A developer may choose to sell the land associated with a developer agreement. Prior to any sale the developer party to the Developer Infrastructure Agreement must transfer the developer's obligation under the agreement to the incoming party or Council and discharge the agreement in respect of the affected land or development. All such proposals will be considered on a case by case basis. All costs are to be met by the developer. Council's costs will be invoiced by Council and will be due 30 days from invoice.

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Section 4 – Additional Requirements for Planning Agreements

The following additional requirements for Developer Infrastructure Agreements that are Planning Agreements reflect Council's consideration of the matters to be addressed in the Planning Agreements Practice Note – February 2021, prepared the NSW Department Planning, Industry and Environment.

4.1 Principles

Council will apply the following principles in its use of Planning Agreements:

- Council will always consider a development proposal on its merits, not on the basis of a planning agreement.
- Planning Agreements will, as far as practicable, implement strategic land use and infrastructure planning carried out by State and local government and address expected growth and the associated infrastructure demand.
- Strategic planning should ensure that development is supported by the infrastructure needed to meet the needs of the growing population.
- A consent authority cannot refuse to grant development consent on the grounds that a planning agreement has not been entered into in relation to the proposed development or that the developer has not offered to enter into such an agreement.
- Planning agreements should not be used as a means of general revenue raising or to overcome revenue shortfalls.
- Planning agreements must not include public benefits wholly unrelated to the particular development.
- Value capture should not be the primary purpose of a planning agreement.

4.2 Acceptability Test

Planning Agreements will be assessed against the acceptability test below:

- Is the Planning Agreement directed towards legitimate planning purposes, which can be identified in the statutory planning controls and other planning strategies and policies applying to the development?
- Does the Planning Agreement support the Council's strategic land use and infrastructure planning to address growth and infrastructure demands?
- Does the Planning Agreement provide for the delivery of infrastructure or public benefits not wholly unrelated to the development?
- Does the Planning Agreement produce outcomes that meet the general values and expectations of the public and protects the overall public interest?
- Does the Planning Agreement provide a reasonable means of achieving the desired outcomes and securing the benefits?
- Does the Planning Agreement protect the community against adverse planning decisions?

4.3 Alignment of Agreements with Council's strategic land use planning and infrastructure funding and delivery activities

The Wagga Wagga Local Strategic Planning Statement - Wagga Wagga 2040 sets the long-term strategic framework for planning and development in the City of Wagga Wagga local government area over the next 20-years. It addresses issues of strategic significance to the Council, guiding development or introduction of new planning policies, strategies or actions

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related to land use and development. The Local Strategic Planning Statement can be found at <https://wagga.nsw.gov.au/the-council/planning-and-reporting/community-planning/current-community-plans/lsp>.

4.4 Circumstances in which Council would consider entering into a Planning Agreement

- Where the developer wishes to offset their s7.11 of s7.12 contributions obligations by delivering contributions plan infrastructure located on their land.
- Compensate for the loss of or damage to a public amenity, service, resource or asset by development through replacement, substitution, repair or regeneration.
- In major development sites or precincts that are owned by a single landowner or a consortium of landowners.
- Where the developer has a direct incentive, such as bringing forward potential development, to be involved in the delivery of local infrastructure.
- Where the developer wants to provide local infrastructure in addition to, or at a higher standard than, what has been specified under the contributions plan.
- Where the Council and the developer negotiate a different and better or more innovative outcome than can be achieved through paying a monetary contribution or entering into a Works in Kind Agreement.
- Where a proposed development has not been anticipated by council and thus works and facilities to cater for this development have not been identified.
- Where the Council will secure off-site benefits for the community so that development delivers a net community benefit.

4.5 Examples of public benefits sought by Council

The following are examples of public benefits the Council will consider in any Planning Agreement offer. The list is not exhaustive.

Type	Examples
Infrastructure	<ul style="list-style-type: none"> • Roads – design and construction • Accessibility improvements – accessible parking, kerbs, ramps, modifications to community buildings or areas • Open space – parks, public places, embellishment • Drainage and stormwater assets – drainage, amplification, integrated water treatment facilities, detention basins, overland flow paths and stormwater channel improvements and sediment control measures • Pedestrian and cycleway connections • Information technology in public spaces (eg. free WIFI) • Bridges (pedestrian and vehicular) • Works to enhance existing public transport facilities
Public Community Facilities	<ul style="list-style-type: none"> • Community buildings • Public toilets • Public carparking areas • Bus shelters or interchanges • Sport, recreation and activity assets • Affordable housing

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Public open space and public domain improvements	<ul style="list-style-type: none"> • Business, research and creative industries incubator spaces • Embellishment of open space, including new playgrounds, lighting, sports facilities, furniture and landscaping, shelters and BBQ facilities • Tree and undergrowth plantings in streets and open spaces • Street furniture • Public art in the public domain • Environmental management improvements • Signage (suburb identification, way finding, parking, interpretation and information signs for pedestrians, cyclists and vehicular users)
Other contributions	<ul style="list-style-type: none"> • Cash • Land dedication • Aboriginal site protection • Other benefits identified in Council's strategies and plans • Other public benefits that provide positive planning outcomes for the community and meet the objectives of the Act

4.6 Letter of Offer

In addition to the matters listed in Section 3 of this Policy an offer to enter into a Planning Agreement must address all matters referred to in Section 7.4 of the Act and the NSW Department Planning, Industry and Environment, Planning Agreements Practice Note – February 2021 are addressed.

4.7 Relationship with development applications and planning proposals

Council encourages developers considering proposing a Planning Agreement to do so in the pre-lodgement phase of a planning proposal or development application.

When determining a development application, Council is required to take into consideration any relevant Planning Agreement (including any draft Agreement) and any public submissions made relating to the Planning Agreement.

The EP&A Act requires Council to state the objectives and outcomes of a planning proposal and describe and justify how they will be achieved. The role of a Planning Agreement in facilitating these objectives or outcomes should be clearly set out in the planning proposal documentation (*NSW Department Planning, Industry and Environment, Planning Agreements Practice Note – February 2021, pg6*)

If a planning agreement relates to an undetermined planning proposal or development application, Council will require the developer to give an irrevocable offer and sign the agreement before granting development consent or before the planning proposal is returned to the Department of Planning Industry and Environment after the gateway exhibition.

If there is an approved development application, Council will require a Planning Agreement to be entered into as a condition of granting consent to the development to which the agreement relates. Therefore, a modification of consent is required (at the developer's expense).

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4.8 Valuing public benefits

The estimated value of public benefits proposed in a Planning Agreement are to be costed by a quantity surveyor or a suitably qualified person. These costs will be assessed by Council.

4.9 Public exhibition

In accordance with Section 7.5 of the Act, a draft planning agreement will be publicly exhibited and available for inspection for 28 days, with submissions accepted for 42 days.

Where possible, Council will seek to publicly notify a proposed planning agreement and the development application or planning proposal to which it relates together.

As required by Section 7.5 of the Act, a copy of each planning agreement will be sent to the Minister within 14 days after it is entered into, amended or revoked.

If a planning agreement is changed materially (as decided by Council) it will be publicly exhibited.

Works in kind agreements relate only to works in contributions plans that have been adopted by Council following public exhibition. Works in kind agreements will therefore not be publicly exhibited.

4.10 Entering into a Planning Agreement

A Planning Agreement can be entered into at any time after the planning agreement is publicly notified in accordance with the Act and Regulation.

4.11 Registering Planning Agreements

Council will keep a register of all Planning Agreements. The register will include the date the agreement was executed and a short description (and any amendments made). It will be published on Council's website.

4.12 Notifying the Minister

Section 7.5 of the Act states that if the Minister is not a party to a planning agreement, the planning authority must provide the Minister a copy of the agreement within 14 days after the agreement is entered into.

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Section 5 - Legislative Context

- Environmental Planning and Assessment Act 1979
- Environmental Planning and Assessment Regulation 2000
- NSW Department Planning, Industry and Environment, Planning Agreements Practice Note – February 2021

Section 6 - Related Documents

- Wagga Wagga City Council Local Infrastructure Contributions Plan 2019 - 2034

Section 7 - Definitions

Term	Definition
Contributions Plan	A plan developed by a council that authorises a consent authority to impose a condition on a development application or a complying development certificate requiring a contribution to be made under s7.11 or s7.12 toward local infrastructure – e.g. roads, active travel assets, recreation and community facilities.
Council	Wagga Wagga City Council
Developer	A person who has: <ul style="list-style-type: none"> • sought a change to an environmental planning instrument, or • made or proposes to make development application or a complying development certificate, or • requested to modify a development consent, or • entered into an agreement with or is otherwise associated, with, a person to whom the above applies
Development Application	Has the same meaning as in the Act
EP&A Act	Environmental Planning and Assessment Act 1979
Public Benefit	A benefit enjoyed by the public as a consequence of a development contribution
Planning Proposal	Has the same meaning as the Act
Planning Agreement	Has the same meaning as the Act. Section 7.4.
Practice Note	Planning Agreements Practice Note – February 2021, published by the NSW Department Planning, Industry and Environment
Works in Kind	Works included in the works program of a council's contributions plan that offered by a developer to be provided in part or full satisfaction of a monetary infrastructure contribution requirement in a development consent or a complying development certificate.

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Works in Kind Agreement

An agreement between Council and a developer proposing to undertake a works in kind

Section 8 - Revision History

Revision number	Council resolution	Council meeting date
1	Res No:	
2	Res No:	

RP-7 FUNDING SUPPORT WAGGA BUSINESS CHAMBER**Author:** Chris Barrett**Director:** Michael Keys**Summary:**

Council has provided funding support over the past two years to Wagga Wagga Business Chamber by way of a memorandum of understanding (MOU). The MOU ended on 31 December 2021.

The Business Chamber has effectively met its undertakings under the MOU. Accordingly, taking into account the Chamber's beneficial role in supporting and fostering business activity in our City, it is recommended and planned that Council support renewal of the MOU on suitable terms.

Ordinarily, a new funding agreement would be negotiated prior to the end of the previous MOU. However, the combined impact of COVID and the repeated deferral of local government elections (including associated caretaker period) has delayed this.

This report proposes that Council enter an interim arrangement for a period of six months pending finalisation of a new MOU. Funding in the interim agreement would be pro rata as per the pre-existing MOU.

The new MOU will take account of the Business Chamber's new long-term strategic plan, and changes in the general and wider business climate in Wagga Wagga. Indicatively, the term of the next MOU is proposed to be three years.

Recommendation

That Council

- a note that Wagga Wagga Business Chamber has satisfactorily met the undertakings in the previous MOU ending in December 2021
- b extend the most recent MOU including funding of \$32,500 including GST for the period January 2022 to June 2022
- c receive a further report in May 2022 setting out the terms of a new three-year MOU between Council and the Business Chamber anticipated to commence in July 2022
- d allocate funding in the draft budget for 2022-23 in accordance with the "Financial Implications" section of this report

Report

Background

Council and the Wagga Wagga Business Chamber entered a two-year MOU in January 2020. Under the MOU, Council provided funding of \$65,000 a year inclusive of GST to the Business Chamber.

The MOU had five objectives:

1. Promotion of the Wagga Wagga business sector at regional state and national levels
2. Collaboration between Council and the business sector to seek external funding for major projects in our area
3. Engagement of the business sector in revitalising commercial and industrial areas of our area e.g. Wagga Wagga City Centre
4. Attraction of business & government services to our area and creation of new businesses within our area
5. Building the capacity of the Business Chamber through increased revenue & membership

Funding provided by Council has helped the Business Chamber to enhance Council's standing within the business community. Council funding has also assisted the Chamber to participate actively in initiatives hosted by Council such as the Business Round Table.

Overall, the Business Chamber has met the expectations set out in the MOU, including undertaking specific activities such as events and promotions, despite the challenges and changes of Covid 19.

The Chamber prepared a detailed performance report covering activities over the past two years. A copy of the performance report is attached to this briefing paper as Attachment 1.

Some specific events have had to be postponed or cancelled on account of COVID, for example, a session for the business community on Council procurement processes. However, other activities and promotions have been provided in their place. For example, a short video was distributed to the business community on work that has been done to develop the Bomen Special Activation Precinct.

Key benefits of Council's support for the Business Chamber include:

- Direct collaboration and co-ordination of activities with the small business network.
- Support, assistance and guidance for small and medium businesses
- Access to regional, state and national business chamber network resources, lobbying and support.

Council could not provide the same support, representation and resources on behalf of the Wagga wagga business community without a substantial increase in resources and associated expenditure. In summary, the Business Chamber offers a high level of value for money for the services provided and on offer.

The continued co-operative and collaborative approach has benefited the City and the region throughout the challenging and disruptive Covid 19 period. This has provided a strong base for short-term survival and medium-term revival of local business and industry.

Funding arrangements - short term

Ordinarily, a new funding agreement would be negotiated before the previous MOU had ended. However, the combined impact of COVID and the repeated deferral of local government elections has led to delays.

It is considered important to maintain the level of funding in the short-term pending negotiation and approval of a new MOU to support the Business Chamber and business community.

As noted below, negotiation of a new MOU is expected to be finalised in April. The recommended level of funding during an interim period of six months to 30 June 2022 is \$32,500 inclusive of GST. This means, an extension based on previous contributions.

The Business Chamber has submitted a proposal to Council to cover activities that will be conducted over the six-month period up to 30 June 2022. A copy of this list of activities is provided as Attachment 2.

It is proposed to enter into a six-month agreement based on the proposal submitted by the Business Chamber (see attachment 2). This would be confirmed by a written extension.

Funding arrangement - medium-term

A strong and effective Business Chamber provides a mix of advocacy and direct services on behalf of the Wagga Wagga business community. This can contribute significantly to the overall economic development in our area, both overall business activity and jobs creation. The Business Chamber has also contributed to development and delivery of Council's objectives.

Funding for relevant activities assists the Chamber to be more effective and strategic. Funding also fosters a positive relationship between Council and business community. Accordingly, it is desirable to maintain funding support at an appropriate level.

The Business Chamber has indicated the desirability of aligning funding support with its longer-term planning horizon. This will enable the Chamber to take on extra activities that will improve the spread & productivity of our local workforce e.g. participation in school-to-work transition initiatives. Such activities play a part in addressing ongoing workforce shortages.

It is proposed to that a new funding agreement ("the new MOU") be for three years.

The benefit of extending the term of the new MOU to three years is two-fold:

1. Funding continuity can be managed over a longer term, while retaining Council's prerogative to withdraw from the MOU if there is a deterioration in performance.
2. Future decisions about funding can be better aligned with the timing of the next Council election cycle.

The new MOU will incorporate a requirement for annual reporting on progress (i.e. reporting would occur in July 2023 and July 2024).

Two key themes will drive negotiations over the new MOU:

1. The first is addressing the recovery process from COVID. Wagga Wagga has fared better than many other areas, but it is evident that there has been a significant impact on shopfront retail activity and like businesses, which are important to overall activation.
2. The second is building capacity for the coming infrastructure boom. This has the potential to divert key elements of the local labour market to large-scale construction projects. Initiatives that can help local businesses to retain and enhance their own workforces need to have high priority.

The Business Chamber has indicated that it would like for members of the business community to be able to meet with councillors on an annual basis during the term of the next MOU. This event would be hosted by the Business Chamber.

It is expected that the terms of the new MOU will be presented to Council for approval by way of a further report in May 2022. Representatives of the Business Chamber will be invited to present to a councillor briefing session prior to adoption of the new MOU.

Financial Implications

The current level of funding provided to the Business Chamber is considered sufficient in the medium term, subject to a modest adjustment (5%) at the start of the new MOU to take account of inflation.

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

The MOU includes provision for annual reporting on activities by the Business Chamber. In the event of expectations not being met, funding may be curtailed or suspended.



Internal / External Consultation

Discussions were held with representatives of the Business Chamber on progress to date and on the key themes for the future MOU (recovery from COVID, preparing for the coming infrastructure boom) prior to the preparation of this report. Further discussions will also be held with the Business Chamber as part of the negotiations over a new MOU.

The Business Chamber has indicated its willingness to meet periodically with Council and to host an annual function at which councillors can meet with members of the business community to discuss issues of mutual interest.

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

Attachments

1.  Wagga Wagga Business Chamber - MOU Performance Report
2.  Wagga Wagga Business Chamber - Schedule of Activities



WAGGA WAGGA
BUSINESS
CHAMBER



PERFORMANCE REPORT

2020-2022



Acknowledgement of Country

The Wagga Wagga Business Chamber acknowledges the Wiradjuri people who are the traditional custodians of the land and pays respect to Elders both past and present.

INTRODUCTION

The Memorandum of Understanding (MOU) between Council and the Wagga Wagga Business Chamber was signed in February 2020. The two-year agreement had been development to support the local economy through business development, education, advocacy and, recognition and advice for business.

A month after the agreement was signed COVID 19 hit our business community. There was a lot of uncertainty and restrictions soon came into play. Whilst this might seem untimely, we would argue that the Council support of the business community could not have come at a better time. The funding from Council has allowed us to increase our resourcing to a full-time position allowing us to provide more advocacy, communicate more information and support more businesses than before.

Council's support has also allowed us to deliver programs such as Shop Local Wagga Wagga to support local business. Shop Local Wagga Wagga is gift card program for locally owned businesses designed to keep money in our local economy. We have sold \$44,989 in gift cards having a local economic impact of around \$80,000.

While we have been assisting businesses navigate COVID and creating initiatives to aid recovery, we have remained focused on meeting the outcomes of the MOU. While restrictions have prevented events and have challenged tourist initiatives, we are proud to have met the majority of outcomes set out in the agreement with 44 being complete and the remaining four partially complete or in progress.

One of our first goals under the MOU was to develop a four-year Strategic Plan, which the Chamber board adopted in September 2020. This document set our vision and mission as a Chamber as well as our values as an organisation and priorities. One of our values as an organisation is inclusive. While we are a member based organisation we provide a free newsletter available to all businesses, we have made all of our events and programs available to non-members and engage with all businesses for our advocacy and consultation efforts. Our activities are not only focused on helping members but the Wagga Wagga economy.

We believe this public private partnership is key to ensuring that we continue to have a thriving economy as we partner with Council to not only promote the City as a regional capital but to leverage all the opportunities that are coming our way and capitalise on them.

HIGHLIGHTS



We have seen
40% growth in our audience



We have met
44/48 objectives in the MOU with the remaining four in progress



We have seen
20% growth in our membership



We have sold
\$44,987 worth of Shop Local Wagga Wagga Gift cards



We have secured grants funding to host events for Small Business Month and SafeWork NSW to help build capacity and capability in our local businesses



We have held
60 Events



We were announced as a finalist for
Outstanding Local Chamber in the Murray Riverina Awards



We received
90 applications for the Golden Crow Awards 2021.
With winners representing Wagga at the Regional and State Awards.



OUR VISION

The Wagga Wagga Business Chamber is recognised as an energetic and entrepreneurial Chamber. We are a proactive Chamber that gets results.

Business people want to be a part of the Chamber community not only for the benefits that we offer but also so they can contribute to the future of the business community in Wagga Wagga.

OUR MISSION

To empower local businesses, impacting positively on the economy by connecting, educating, recognising, and advocating to ensure a stronger future for Wagga Wagga.

OUR VALUES

INCLUSIVE

Our community is open to all businesses and those individuals passionate about business.

INNOVATIVE

Coming up with new ideas on how we can best service our community.

COLLABORATIVE

We take a combined approach to sustaining successful outcomes for our business community and our region.



Our Board and Staff



Jennifer Hand
President



Tim Sheather
Vice President



Charles Talbot
Treasurer



Megan Lawrence
Secretary



Michael Phelan
Director



Caleb Richards
Director



Sam Miles
Director



Lara Tritton
Director






Serena Hardwick
Business Manager

OBJECTIVE 1

Support all endeavours of Council to communicate and consult with the business community

PERFORMANCE AGAINST TASKS

- | | | |
|-----|---|---|
| 1.1 | Ensure Council is properly informed about and connected to the Wagga Wagga business community |  |
| 1.2 | Provide communication opportunities for Council through the Chamber network of members and key stakeholders so that Council are able to effectively communicate their message to the business community |  |
| 1.3 | Promote Government programs that support the business community |  |
| 1.4 | With the assistance of Council coordinate and hold at least two workshops annually on specific Council issues |  |
| 1.5 | Assist in consulting with the business community regarding Council business related activities |  |

OBJECTIVE 1

SUMMARY OF PERFORMANCE

One of the key roles that the Chamber plays within the business community is ensuring businesses are well informed. Our investment into sharing relevant information as well as creating content has been acknowledged with 40% growth of our social channels over the period.

We ensure Council is connected and informed by meeting on a regular basis to provide information and insights into what is happening within the local business community and inform Council of local issues when they occur. We are also connectors, introducing and organising meetings with businesses tendering for significant projects, those looking at operating or delivering services here and our local businesses identifying their ideas and challenges.

Recently we hosted representatives of Council for site tours of some of our Golden Crow Award winners where they were able to take a closer look at the operations of these businesses who went on to represent our City at a regional and state level.

As part of our partnership, the Chamber offers all of our communication channels for Council to utilise to inform and consult with the business community including our fortnightly newsletter, social media channels, networking events, the Central Activity District committee meetings and the opportunity to host events.

Over the MOU period our channels have been used to promote the public exhibition period for key documents and relevant policies and what they mean for the community, promotion of different projects and events Council has undertaken. These have included:

- Shared posts from Wagga Events for dining options during lockdown
- City Centre Master Plan
- Consultation period for changes to planning instruments with the introduction of artisan food terminology
- Local Strategic Planning Statement Consultation
- Lost Lanes
- Wagga Christmas
- CBD Master Plan consultation
- Food Truck trial and policy
- Tourism Partner Program
- Small Business Grants
- RiFL project

Whilst we did not deliver the two workshops annually on specific Council issues, we were able to deliver a Business After Hours event hosted by Council as part of the public exhibition period for the Local Strategic Planning Statement. To further promote this key planning document, a short video was created for our socials on the document answering a few key questions.

We also partnered with Council to host the 'We Do Respect' Campaign launch in January 2021 which received media coverage and had a sellout attendance. This campaign received positive engagement from our members with businesses implementing training, sharing content on socials and more importantly having open discussions. The success and engagement with this campaign saw the Chamber develop and deliver a further event, which was a lunch with The Hon. Bronnie Taylor MLC then Minister for Women and Steph Cooke MP, Parliamentary Secretary to the Deputy Premier and Member for Cootamundra. The event discussed the We do Respect campaign, the work Steph Cooke MP had been doing on coercive control and other government initiatives to promote equity.








We invited Council to our Central Activity District (CAD) Committee meetings on several occasions to cover topics such as current issues and challenges with the main street precinct, events to be held and Christmas trading and activations.

We have promoted other State and Federal government initiatives that support business, which has been particularly important throughout COVID. These have included helping businesses access funding for training and business planning, information about grants and subsidies, rent relief and linking them to local contacts for the Service NSW Business Concierge service, Training Services NSW and the Rural Financial Counselling Service.

OBJECTIVE 2

Work collaboratively with Council to make Wagga Wagga the regional capital of Australia

PERFORMANCE AGAINST TASKS

- | | | |
|-----|--|---|
| 2.1 | With Council, advocate to the Federal Government and NSW Government to make our community a priority |  |
| 2.2 | Promote the Bomen Special Activation Precinct and continue to work with Council and key stakeholders to communicate the advantages |  |
| 2.3 | Promote the Health & Knowledge Precinct and continue to work with Council and key stakeholders to communicate the advantages |  |
| 2.4 | Continue to work with the Department of Prime Minister and Cabinet to provide insights from the business community to help inform their strategies |  |
| 2.5 | Contribute to regular media coverage promoting the City |  |
| 2.6 | Promote Council attraction initiatives through Chamber communications |  |
| 2.7 | Attend meetings as required by local, state and federal governments |  |

OBJECTIVE 2

SUMMARY OF PERFORMANCE

As ambassadors of the City, the Chamber actively meets with businesses looking to invest and expand in the City and promotes what the City has to offer.

In August 2020, the Chamber partnered with The Business Council of Australia for a live webinar as part of the Stronger Australia series to showcase the opportunities Wagga Wagga offers as we emerged from COVID-19 including the Special Activation Precinct and the Health and Knowledge Precinct. The webinar saw us collaborate with Council and Committee4Wagga to promote Wagga Wagga. Feedback from the Business Council indicated that the Wagga Wagga webinar had the most online registrations to date, an achievement we are very proud of.

The Chamber communicated the public exhibition of the Bomen Special Activation Precinct through our communication channels. To ensure that businesses were aware and understood the significance of the draft project, we caught up with the Department of Planning to record a short video on the project and the outcomes planned to achieve. This was used to encourage businesses to review the plans and make submissions during the exhibition period.

The Chamber continues to support opportunities for funding and investment for our community and have provided written letters of support for;

- RIFL Intermodal Hub Interface Improvement Program Proposal
- Wagga Wagga City Council High Street grant application
- Charles Sturt University next stage development of the AgriPark
- Charles Sturt University Southern Drought Hub submission
- Department of Planning – Bomen Special Activation Precinct
- Charles Sturt University Food and Beverage Manufacturing Ecosystem
- NSW State Government RiFL Hub Grain Terminal and Rail infrastructure proposal
- Wagga Wagga City Council Winter Festival
- Wagga Wagga City Council Lost Lanes Festival
- Wagga Wagga City Council Night Economy grant application
- Charles Sturt University Resilience Project
- Private Business applications for grant funding
- Support for Commercial Development Applications
- Support for key Council Strategic documents

The Chamber proactively engages with all levels of Government to ensure our community is a priority. Interactions have included:

- Meeting with Margaret Beazely, Governor of NSW regarding the Regional Outreach Program
- Meeting with the Hon. Damien Tudehope, Minister for Finance and Small Business regarding expanding the trainee program to cover existing workers, commercial tenancy code of practice, mandating rental reductions
- Meeting with the Hon. Dominic Perrottet MP, Treasurer regarding the impacts of COVID-19
- Meeting with the Hon Dr Geoff Lee Minister for Skills and Tertiary Education regarding skills shortages and encouraging him to visit the City.
- Meeting with the NSW Deputy Premier John Barilaro and Wes Fang MLC
- Regular meetings with the Business Roundtable including Council, Dr Joe McGirr MP and Department of Premier and Cabinet
- Regular meetings with Council's Economic Development team.

We have also participated in Government Roundtables including:

- TAFE Roundtable with the Hon Dr Geoff Lee Minister for Skills and Tertiary Education
- Business Fibre Roundtable- Connectivity in Wagga Wagga with the Hon Paul Fletcher MP, Minister for Communications
- Special online address with The Hon Josh Frydenberg MP Treasurer of Australia

The Chamber regularly participate in local media covering local topics, advocacy and promoting the City. We have covered topics such as supporting local business, activation of the Central Activity District, connectivity, impacts of COVID-19, decentralisation, skills and workforce shortages.

Our partnership with Southern Cross Austereo allows us to promote the City monthly. Not only do we discuss initiatives of the Chamber we also discuss investment in the area and items of interest such as Wagga Wagga being part of the NBN Business Fibre roll out and connectivity within the City.

Some additional items that the Chamber has worked on to promote the City as a regional capital have been the design of a project concept and brief for a Decentralisation event that showcases the City and the region. The event concept included businesses from different industries and different sizes to discuss the benefits of operating within the City and share lessons learnt. The event also included promoting key assets of the City including the Special Activation Precinct, RiFL, the Health and Knowledge precinct as well as the city access to key utilities and connectivity. Whilst the concept hasn't received funding as yet we will continue to apply for relevant grants for the project.

We have also started posting on our social channels 'Meet our Members' posts. We are proud of our diverse membership and want to promote the local businesses that support us in supporting the local economy. These posts are also to showcase the variety and scope of businesses that operate here in Wagga Wagga.

OBJECTIVE 3

Promote Wagga Wagga as a destination for tourists and residents

PERFORMANCE AGAINST TASKS

- | | | |
|-----|---|---|
| 3.1 | Work with Chamber members to encourage investment to keep and create accommodation opportunities |  |
| 3.2 | Work with the Tourism group to develop and grow a "Tourism Friendly Business" program |  |
| 3.3 | Support current stakeholders by connecting them with local businesses interested in becoming a Tourist Friendly Business. |  |
| 3.4 | Accommodate visitors and welcome people through the Chamber's support of the Tourism group and communications. |  |
| 3.5 | Showcase the capacity and variety of event facilities our city has to offer |  |
| 3.6 | Develop a Welcome to Wagga program to provide advice and guidance on family relocations |  |

OBJECTIVE 3

SUMMARY OF PERFORMANCE

While the last two years have been tough for tourism the Chamber has worked on several campaigns to help support local businesses during and after the impacts of COVID by creating and developing initiatives to engage resident. Over this period we have also spent time gaining feedback from the industry to advocate for the sector in terms of support needed.

As part of the virtual Golden Crow Awards 2.0 in September 2020 we ran the #throwacrow campaign. The purpose of this campaign was not only to celebrate our finalists but also to celebrate and support our local businesses. We encouraged finalists, businesses and the wider community to participate by registering what businesses they were supporting on the Crow Award night for their chance to win prizes. The #throwacrow campaign had 155 individuals register their support, and 19 donations from local business to be used as prizes. The real success were the number of booking made across the City from reservations at pubs and local restaurants, caterers and musicians. The feedback and vibe was sensational.

We replicated the #throwacrow for our 2021 Golden Crow Awards also, after having to move our event online due to lock down, encouraging people to tune in online and get takeaway from a local businesses

One of the hardest hit businesses during COVID have been our pubs and clubs. To encourage people to support them we partnered with Council, Southern Cross Austereo and Wagga Eats to bring the competition for Wagga's best Schnitty. The competition ran over two weeks with the community voting on what they thought was Wagga's best. The judges were none other than the Schnitty Committee, a podcast with a cult following.

The Union Club Hotel took out first place in the competition and the Koorngal Hotel came a close second. They both went on to take out the top two Schnitty's in NSW, granting Wagga Wagga as the place of great Schnitzel.

The Chamber runs on average of 30 events a year, using different venues all the time to show the different facilities and spaces we have on offer in the City.

We acknowledge that one of our roles as an organisation is to introduce and welcome people to our City whether it be those looking to tender for projects, those considering to relocate or start a business in the area or those just looking for an introduction to the Wagga Wagga Business community. We are able to meet these enquiries by organising a meeting, providing relevant information and resources on the City, as well as connecting them with at least one other relevant stakeholder.

We work with Council's visitor economy team to not only promote and refer businesses to the established Tourism Partner program and events, but we also promote initiatives of the partner program as well. We look forward to collaborating further with the team on how we can support the program further through networking opportunities, events and education.

We have seen more people from outside of the City attending our events in the last 12 months despite COVID restrictions and we believe that business tourism is something we are able to offer and promote and have now become a Tourism Partner ourselves and registered with the Australian Tourism Data Warehouse.

While we haven't developed a 'welcome to Wagga' program as such we have considered how we can better promote ways for people to get introduced to the business community of Wagga. We have registered with the Wagga Wagga Community Directory, designed to help new residents navigate the City and find support. We have also reached out to Soldier On to discuss how we might assist Defence families relocating to the area, specifically spouses with skills sets looking for work or those exiting the Defence Force. We were able to provide some helpful contacts, and suggested our monthly networking events be promoted through the Soldier on channels.

We have heavily promoted the Dine & Discover vouchers to ensure these are being redeemed and have assisted businesses to register and have their eligibility reviewed for the program to maximise the benefits of the program for our community.

OBJECTIVE 4

Work collaboratively with other organisations and promote shared value

PERFORMANCE AGAINST TASKS

- | | | |
|-----|---|---|
| 4.1 | Work collaboratively with other organisations such as the Business Enterprise Centre (BEC), Committee 4 Wagga, Women in Business and education providers |  |
| 4.2 | Collaborate with other local business organisations on at least 2 events per year with topics that show the benefits of shared value outcomes for business. |  |
| 4.3 | Promote the concepts of shared value to members through Chamber communications |  |
| 4.4 | Seek out businesses that have implemented shared value principles and tell their story to educate business |  |

OBJECTIVE 4

SUMMARY OF PERFORMANCE

As part of the Chamber's endorsed Strategic Plan, engaging and collaborating with stakeholders is one of our key priorities. We acknowledge that when we collaborate with others the outcome is far greater.

We partnered with Women in Business Wagga Wagga to deliver a webinar on mental health in June 2020. This was a successful collaboration that brought the business community information on an important topic during COVID-19. In response to the successful webinar a second webinar again partnering with Women in Business was delivered on Mental Health in the workplace in September 2020.

For Small Business Month 2020, we partnered with Council, the Business Enterprise Centre and NSW Government to deliver a Small Business Month event. This collaboration allowed us to combine resources to run our first hybrid event, where 80 small business representatives attended an event either online or one of five physical locations on 'how a small business can build a big brand'. We will again be partnering with Council and the NSW State Government for Small Business month which was postponed from September 2021 to March 2022. We assisted Council in preparing the grant application with both organisations being successful in acquiring funds for the event.

During the 2021 lockdown we partnered with North Sydney Chamber and several other Chambers from across the state to host an online event. The guest speaker was Jeremy Fleming, founder of Stagekings and IsoKing. Jeremy spoke about the impacts of Covid on his event business and discussed how IsoKing was born. This collaboration provided our community with access to a great guest speaker and the chance to network with other business owners across the state.

Through our communication channels we regularly promote education opportunities, programs and initiatives from other organisations including the Business Enterprise Centre, Charles Sturt University Agritech Incubator, Women in Business Wagga Wagga and Regional Development Australia Riverina.

In December 2020, we were able to demonstrate the principles of shared value with our member event Lunch with Baptist Care Watermark and Riverina Community College. The event showcased the mutually beneficial relationship between the two organisations where residents were provided an opportunity to socialise weekly with the opening of their community restaurant and the Riverina Community College Certificate III Hospitality students gained work experience.

We also promoted the concept of shared value when we shared the benefits for employers and employees undertaking the PaTH Internships program run by the Personnel Group promoting the employment of people with mental health disabilities.

OBJECTIVE 5

Create and enhance partnerships with education providers

PERFORMANCE AGAINST TASKS

- | | | |
|-----|---|---|
| 5.1 | Actively promote education opportunities for business as they arise |  |
| 5.2 | Collaborate and encourage discussion with business and education providers to ascertain needs |  |
| 5.3 | Complete a gap analysis on the training and skills needs of local businesses and the current education and training programs currently being provided |  |
| 5.4 | Inspire local business people to further their education through formal course and training opportunities |  |
| 5.5 | Promote service provider opportunities that support the employment of people with a disability. |  |
| 5.6 | Connect businesses to members that can help them access apprentices/trainees and are able to assist with the required documentation |  |

- 5.7 Support members looking for apprentices to connect with service providers and offer one annual event that helps promote pathways for businesses to connect
- 5.8 Promote opportunities that retain talent in the region and provide a platform for graduates to connect via networking events



OBJECTIVE 5

SUMMARY OF PERFORMANCE

One of the priorities of the Chamber is to provide educational opportunities for our local businesses to assist with developing capacity and capability.

During early 2021, we worked closely with Training Services NSW to promote the funding available to businesses for skills and training and hosted a Business After Hours event to find out more about the different program funds available. This provided businesses the opportunity to ask questions about eligibility for funding and discuss some of the skills shortages they were facing. This was also an opportunity for businesses to engage with Local Skills Brokers.

In partnership with Training Services, we developed a survey to help identify training needs, and business maturity in workforce planning. Although we had low participation in the survey, with further consultation with businesses across a number of industries we were able to gather information around training and skills needs.

We constantly refer businesses to contact Training Service NSW Skills brokers prior to organising training and through this we have saved businesses thousands of dollars in training that has allowed them to expand or diversify their business.

On a regular basis we promote training opportunities through our communication channels which have included:

- Training and employment opportunities for people with a disability
- Incentives around trainees and apprenticeships
- Free Infection Control training
- Start up courses
- Business Skills courses
- Leadership training
- Fee Free training through Registered Training Organisations such as Riverina Community College and TAFE Riverina,
- Mental Health First Aid courses

Not only do we promote educational opportunities for business we also collaborate with industry leaders to develop events that are relevant. Events have included the development of a Business Growth Series launched by Dr Joe McGirr which provided businesses an overview of the number of projects coming to town and the opportunities for local business. The rest of the series will focus on business growth with topics like financing new equipment and expansion, workforce planning and goal setting.

At the end of 2021, the Chamber received notification that we were successful in acquiring funds on behalf of SafeWork NSW to host two events focused on building awareness and maturity in safe work practices. The Chamber applied for this funding to facilitate these events based on feedback that this was an area for improvement for local businesses when participating in procurement processes.

We have also hosted events in the past to showcase education providers including a Before Hours with TAFE Riverina in early 2020, which included a tour of the campus and presentation on course offerings





In late 2020 we formed a partnership with Riverina Community College who joined the Chamber as sponsors. In February 2021 they hosted a Lunch and Learn event showcasing their facility, fee free training, apprenticeships, and professional development courses available.

While we support our members by connecting them with service providers for the apprentice and traineeship needs and have also hosted an event on funding and pathways for businesses, we have only hosted one event over the two year period focused on this. In the absence of hosting a second event we have discussed concepts of showcasing career paths available in Wagga Wagga and connecting business to students in the region. We have met with Koorringal High School to discuss such concepts and will be working on future concepts during 2022.

OBJECTIVE 6

Encourage growth in our Central Activity District

PERFORMANCE AGAINST TASKS

- | | | |
|-----|---|---|
| 6.1 | Establish a Central Activity District Committee to connect with members in the area |  |
| 6.2 | Provide input into Council's projects such as the Economic Development Strategy and CBD Masterplan, |  |
| 6.3 | Support the implementation of any strategies developed through Council's projects |  |
| 6.4 | Encourage and support businesses in the Central Activity District to nominate for the Golden Crow Awards (both member & non-member) |  |

OBJECTIVE 6

SUMMARY OF PERFORMANCE

The Chamber have established a Central Activity District Committee to connect members representing both Fitzmaurice Street and Baylis Street. The purpose of this group is to facilitate the collaboration of main street businesses as well as come up with ideas and initiatives to support the CAD. This group has been used to assist Council with consultation regarding functionality and issues, ideas for further activation of the precinct and event concepts such as Lost Lanes and Christmas trading and displays.

Feedback from the CAD committee was used to inform the Friday night shopping trial. Local businesses identified the desire to have a Christmas on main type event. With restrictions still in place the concept of Friday night shopping was developed. While the Friday night trial was not overly successful, we demonstrated our ability to collaborate with Council and respond to feedback from local business.

The Chamber has been supportive of the development of key strategies to support the economic growth of our City and has been an active participants of relevant consultation. We provided two members of the board and Business Manager to participate in the consultation undertaken for the Regional Activation Strategy and more recently, worked with Council to promote the consultation for the CBD master plan.

We have also supported projects through writing letters of support for Council's High Street grant application that Council applied for upgrades to Fitzmaurice Street, Lost Lanes Festival and night activation event.



At the end of October 2021, the Chamber launched the Shop Local Wagga Wagga gift card program. Whilst the program is open to all locally owned businesses, the program did specifically target the CAD and currently over 70% of the redemption stores are located within the CAD. We have selected six locations where the card can be purchased, which have been located throughout the CBD area and include Council's Visitor Information Centre.

To encourage businesses in the CAD to nominate for the Crow Awards, flyers were delivered down Baylis and Fitzmaurice streets with information on how to apply. This approach along with direct messaging businesses via social media and a strong social campaign saw the Chamber receive 90 applications for the 2021 Business Awards. A third of our finalists were representative of the CAD businesses.

OBJECTIVE 7

Provide strong leadership and advocacy for the business community

PERFORMANCE AGAINST TASKS

- | | | |
|-----|--|---|
| 7.1 | Seek out a diverse group of local business leaders (to ensure the WWBC board stays at capacity) to volunteer their time to ensure that Wagga Wagga continues to enjoy a vibrant and thriving local economy |  |
| 7.2 | Chamber Board members will be the first line of support and advocacy for business |  |
| 7.3 | Provide representation on committees such as the Airport Advisory Committee and other non-government related boards |  |
| 7.4 | Grow local leaders through the Crow Awards through the following categories: Outstanding Young Employee & Outstanding Business Leader, Outstanding Young Entrepreneur |  |

OBJECTIVE 7

SUMMARY OF PERFORMANCE

Our volunteer Board represent a diverse range of industries, volunteering their time to advocate and support local businesses and the wider Wagga Wagga economy. Our Board members also contribute to other community organisations and groups, support services, recreational groups and industry groups.

The Chamber represent the Wagga Wagga business communities' interest in several capacities including:

- Representation on the Business NSW Murray Riverina Local Advisory Council
- Consultative Committee Member on the Hume Link Consultative Committee
- Consultative Committee Member on the Inland Rail Consultative Committee
- Participants in the Riverina Economic Development Officers Forum

We have also organised and participated in meetings with State and Federal government representatives to ensure the needs of our community are understood which have included:

- Meeting with Margaret Beazely Governor of NSW regarding the Regional Outreach Program
- Meeting with the Hon. Damien Tudehope, Minister for Finance and Small Business regarding expanding the trainee program to cover existing workers, commercial tenancy code of practice, mandating rental reductions
- Meeting with the Hon. Dominic Perrottet MP, Treasurer regarding the impacts of COVID-19
- Meeting with the Hon Dr Geoff Lee Minister for Skills and Tertiary Education regarding skills shortages and encouraging him to visit the City.

- Meeting with the NSW Deputy Premier John Barilaro and Wes Fang MLC
- TAFE Roundtable with the Hon Dr Geoff Lee Minister for Skills and Tertiary Education
- Business Fibre Roundtable- Connectivity in Wagga Wagga with the Hon Paul Fletcher MP, Minister for Communications
- Special online address with The Hon Josh Frydenberg MP Treasurer of Australia

Over the last two years we have provided strong support and advocacy for our business community. We are in contact with businesses of all industries daily, ensuring that we are well informed of current issues and impacts. Throughout COVID this has allowed us to provide timely and accurate feedback to Government, supported by examples on the impacts of COVID, restrictions and current conditions. We strongly advocated for better processes for lockdowns and roadmaps out and eligibility of grants and support.




We recognised the efforts of business leaders in the community in the 2021 Golden Crow Awards running Outstanding Business Leader and Outstanding Young Business Leader categories. Our Outstanding Young Business Leader category was one of our most popular categories receiving one of the highest number of applications. Judges for the category said that two of the finalists were inseparable and we announced two young business leaders Joshua Paul and Damon Schmetzer. Emma Grant took out the Outstanding Business Leader category. Emma Grant and Joshua Paul both went on to become finalists at the Murray Riverina Regional Business Awards.

We are proud of what we offer as a Chamber and our accomplishments over the last few years and in 2021 we were recognised as a finalist for Outstanding Local Chamber at the Murray Riverina Regional Business Awards also.

OBJECTIVE 8

Provide networking opportunities to meet and collaborate with other local businesses

PERFORMANCE AGAINST TASKS

- | | | |
|-----|--|---|
| 8.1 | Chamber to coordinate events open to all businesses to attend |  |
| 8.2 | Roll out targeted retail education events / workshops to increase retail growth and digital capacity |  |
| 8.3 | <div>Deliver the following calendar of Events:</div> <ul style="list-style-type: none">• New Member Welcome Breakfast• Drop in Drinks• Business Before Hours• Business After Hours• Golden Crow Awards Cocktail Party• Golden Crow Awards• Christmas Party |  |

OBJECTIVE 8

SUMMARY OF PERFORMANCE

Despite the interruptions over the last two years due to COVID we have still run 60 events over the last two years, with over half of these delivered face-to-face. All events are open to the wider community to ensure everyone has an opportunity to network, collaborate, learn and be informed.

The Golden Crow Awards is the biggest event that we hold annually. This event is designed to recognise the achievements of business and business leaders in our community. Not only do the awards provide recognition for applicants we also see several businesses go on to represent Wagga Wagga in the Murray Riverina Regional Awards and even on to the State Awards.

In 2020, due to the restriction in place we made the decision to host our annual Golden Crow Awards online hosting an abbreviated version. The streamed event saw celebratory functions being held across the City, with venues, caterers and musicians being booked. The online streaming reached over 60,000 people watching either live or over the proceeding weeks. For the first time we let the community vote receiving over 14,000 votes.

In 2021 we planned for the return of our Golden Crow Awards live. We sold over 300 tickets to the events, our largest attendance to date. Despite all efforts and after postponing our event once we went into lockdown and once again hosted the event online. We streamed the event live on Facebook reaching over 23,500 people on the day.

Our New Member Welcome breakfast continue to be a valuable way for our members to engage and meet other like-minded businesses. It is a great opportunity for them to get to meet representatives of the Chamber and hear about what we are working on.

Our Drop in Drinks are held once a month and are a great networking opportunity for anyone who wants to engage and network with the community. The event is becoming increasingly popular attracting non-members, new businesses and businesses from outside of the City.

We are still in the process of returning to our regular Business Breakfasts and Business After Hours events post COVID, however the ones we have been able to host over the past two years have featured a variety of businesses and topics featuring education providers, recreational services, business services and infrastructure and government services.

In the absence of being able to host events due to restrictions, we have run webinars covering topics such as transitioning to work from Home, business planning, operating online, mental health, job keeper and accounting software and Commonwealth Business Support.

Whilst we have a calendar of regular events, we have also run events to focus on specific topics, our Small Business Month event which focused on helping businesses in digital marketing providing them with tips and tricks they could use to build their brand. We also partnered with the Murrumbidgee Primary Health Network to deliver Suicide Prevention training within the community.

OBJECTIVE 9

Promote activities and opportunities that showcase opportunities for start-ups in the region

PERFORMANCE AGAINST TASKS

- | | | |
|-----|--|---|
| 9.1 | Support and actively participate on any innovation or entrepreneurial committees or initiatives |  |
| 9.2 | Promote the Chamber as "start-up friendly" |  |
| 9.3 | Develop at least four case studies that showcase local startups |  |
| 9.4 | Have a Golden Crow Award especially dedicated to those that have recently started a business: "Startup Superstar". |  |

OBJECTIVE 9

SUMMARY OF PERFORMANCE

As an inclusive organisation we actively promote the Chamber as being open to all businesses of all industries and size and we have a diverse membership that supports this.

Our alliance with Business NSW means that we are able to offer our members free legal, workplace relations and marketing advice which has helped members with activities such as commercial leases and hiring staff.

In March 2020 we partnered with AgriTech Incubator, Pointer Remote Roles, Sauce Communications and Spaces by Working Spaces HQ to host the Riverina Innovation Ecosystem Meetup. This online event for start-ups and SMEs in the Riverina was designed to provide support, resources, tools and opportunities for these businesses during COVID.

In September 2020 we partnered with the Australian Tax office to run a series of webinars for people wanting to set up a business and wanting to run a business from home.

We have partnered with the Charles Sturt University Agritech incubator and promote programs such as Ready to Launch, helping individuals to take their business ideas into execution using Lean start-up initiatives.

Charles Sturt University Agritech Incubator sponsored the Golden Crow Awards category of Outstanding Start-up for the last two years. With Visual Dreaming taking out the Award in 2020 and Prefabulous taking out the Award in 2021. Prefabulous went on to becoming a finalist in the Murray Riverina Business Awards and winning their category and further becoming a finalist at the NSW Business Awards. These awards have not only provided recognition local but provided them opportunities for collaboration and growth as well as presenting Wagga Wagga as a place for Start-ups at a regional and state level.

The Outstanding Start Up category was one of the highest subscribed categories in terms of applications with feedback from the judges being that it was a highly competitive field.

While we are lucky enough to have a lot of great support for start-up locally and we connect businesses to these frequently we acknowledge that there are still gaps in support and last year the Chamber auctioned off a painting at the Christmas part with the proceeds to go towards a new initiative for Start-ups to be launched in 2022. The painting directly supported local start-up and artist Maggie Deall who is part of the Eastern Riverina Arts Renew Wagga initiative and the painting was sold for \$4,000.


OBJECTIVE 10

Create a sustainable environment for future generations


PERFORMANCE AGAINST TASKS

- 10.1


Actively demonstrate sustainable practices


- 10.2

Promote energy saving initiatives through the Crow Awards program by giving the business community the opportunity to participate in the "excellence in sustainability" award category. This allows leaders in this field to showcase their initiatives and act as an example to the business community.


- 10.3

Through the NSW Business Chamber, offer businesses and consumers the opportunity to conduct a free energy comparison through programs such as "Make it Cheaper"



OBJECTIVE 10

SUMMARY OF PERFORMANCE

The Chamber considers itself leaders in the business community and promote the quadruple bottom line to businesses for consideration, acknowledging that all businesses have a social, environmental, economic and leadership role to play within our community. This transfers to our own decision-making including procurement.

In early 2020 the Chamber partnered with Pitt & Sherry for an event to promote the NSW DPIE Bin Trim program, demonstrating to businesses how they can improve waste management in their business. The program provides free help to support businesses assisting them to maximise their recycling and minimising waste to landfill.

Due to COVID restrictions the 2020 Crow Awards did not proceed as planned with a reduction in the number of award categories, however in 2021 the Excellence in Sustainability Award categories was award to St Vincent de Paul for their 'Return and Earn' Container Deposit Scheme.

During November and December 2020, the Chamber commissioned an Energy comparison campaign to our members via Business Australia. It is estimated that the campaign has saved local businesses approximately \$11,000 from the comparisons.

Proposal – List of Activities – January to June 2022

No.	Objective	Task
1	Support all endeavours of Council to communicate and consult with the business community	<ul style="list-style-type: none"> • Ensure Council is properly informed about and connected to the Wagga Wagga business community • Provide Communication opportunities for Council through the Chamber network of members and key stakeholders so that Council are able to effectively communication their message to the business community • Promote Government programs that support the business community • Host an event for the business community to meet the new Councillors
2	Work collaboratively with Council to make Wagga Wagga the regional capital of Australia	<ul style="list-style-type: none"> • Support businesses in the recovery from the impacts of COVID • With Council, advocate to the Federal Government for key infrastructure for our community • Promote the Special Activation Precinct • Promote the Health and Knowledge Precinct • Attend meetings as required with Local, State and Federal governments
3	Promote Wagga Wagga as a destination for tourists and residents	<ul style="list-style-type: none"> • Collaborate with the Tourism Partner Program to support tourism businesses • Promote events that support business tourism
6	Encourage growth in our Central Activity District	<ul style="list-style-type: none"> • Facilitate the Central Activity District Committee • Provide input into Council's Projects such as Economic Development strategy and City Centre masterplan
7	Provide strong leadership and advocacy for the business community	<ul style="list-style-type: none"> • Provide support and advocacy for local businesses • Provide representation for the Wagga Wagga business community on relevant committees • Recognise business leaders through the Crow Awards through the following categories: Outstanding Young Business Leader and Outstanding Business Leader

Interim Funding Agreement – Schedule – Activities

Wagga Wagga City Council and Wagga Wagga Business Chamber

8	Provide opportunities to network, build capacity, capability and collaboration in the business community	<ul style="list-style-type: none">• Coordinate and deliver a Small Business Month event• Deliver a calendar of events that provide networking opportunities, inform and educate business
10	Create a sustainable environment for future generations	<ul style="list-style-type: none">• Actively demonstrate sustainable practices• Recognised excellence in Sustainability – Council to receive sponsorship recognition of this category

RP-8 RESPONSE TO QUESTIONS/BUSINESS WITH NOTICE**Author:** Scott Gray**General Manager:** Peter Thompson

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

Recommendation

That Council receive and note the report.

Report

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

Councillor G Davies requested information on future plans for the existing playground at the Wagga Wagga Beach, once the new playground has been completed and opened to the public. Could the existing playground be moved to another location where one is required, including a shade sale if possible.

The removal of the existing playground at Wagga Beach was not included as part of the scope of the Riverside Stage 2 project. The existing playground was installed in 2007 making it approximately 15 years old. The useful life of a playground is approximately 20 years old before maintenance requirements start to become cost prohibitive. Relocation of playgrounds are possible however generally some damage occurs during the relocation. Given the age of this playground and the difficulty of removing it without causing it damage it is not recommended that it be relocated.

Councillor R Foley acknowledged the ongoing issue of illegal dumping around the City and requested a workshop to discuss strategies to manage this issue.

A future councillor workshop will be scheduled at an available time. Some examples of current strategies for illegal dumping across the city involve the following:

Prevention:

- Waste Education Campaigns such as “Don’t dump it its Dumb” and “Don’t be a Tosser” for littering and dumped rubbish
- Promotion of RIDonline encouraging residents to report incidents of dumped rubbish
- 3 Bin Waste Collection Service provided to households
- Free Hard Waste collection service available to assist residents in the disposal of larger household items
- Accepting items for free through the Tip Shop at Gregadoo Waste Management Centre
- Community Recycling Centres and deposit sites located at shopping centre car parks and Hammond Ave
- Scheduled clean up and pick up of bulky goods in social housing estates. This is a partnership with Department of Communities and Justice
- Erection of anti-dumping signage in high profile locations

- Coordinating annual Clean Up Australia Day activities locally and environmental educational programs across schools

Response after dumped rubbish and complaints

- Community members can report incidents of dumped rubbish either through RIDonline or directly to Council
- Staff investigate all incidents of dumped rubbish to try and identify offenders
- Where offenders can be identified then a Penalty Infringement Notice can be issued or offenders given the opportunity to undertake clean up
- Council cleans up waste as soon as possible to prevent ongoing dumping
- Where sites are known to be used regularly for dumping rubbish, Council will, monitor the areas through patrols or erecting cameras

Councillors R Kendall, T Koschel and the Mayor, Councillor D Tout requested Council investigate the safety of the new pedestrian refuge on Red Hill Road, west of the railway underpass.

The pedestrian refuge is designed in line with AS codes. Line marking, signs and indicators have been installed and the design and sight lines and distances checked. We have chosen to install additional directional chevrons to better demarcate the raised islands and these have now been installed.

Councillor R Kendall requested Council liaise with TfNSW regarding the condition of the city entrances and request that maintenance be undertaken to tidy those up.

Photos of the vegetation on the centre median islands as well as silt deposition in median breaks, etc along the Sturt and Olympic Highways along with a request to have some maintenance undertaken to tidy them up ASAP has been forward to TfNSW.

Councillor R Kendall requested staff investigate the pedestrian refuge in Main Street, Lake Albert, in particular a potential need to install “no stopping” signs due to the restricted width of the road.

No stopping signs have already been installed on Main Street, near the newly constructed pedestrian refuge, between Ontario Drive, Hume Street and Gregory Crescent. These works were undertaken as part of the Lake Albert Shared Path works, following the relocation of the bus stop. A site inspection was carried out by Council officers, with further information to be provided to the Traffic Committee as required. All signage has been completed as per the design specifications.

Councillor T Koschel requested a review and report back to Council on the footpath network across the City with an emphasis on mobility access, including specific reference to Forest Hill.

Staff are commencing a review of the Pedestrian Mobility Access Plan (PAMP). This review will consider pedestrian access and mobility issues Citywide inclusive of Forest Hill. Staff have also been discussing with representatives of Transport NSW

the growing use of mobility devices and how they can be better catered for in the future.

Councillor T Koschel requested the Mayor and General Manager write a letter of congratulations to Riverina Water County Council for their recent Award for “Most improved water service within NSW”.

A letter is in draft with the Mayor’s Office.

Councillor T Koschel requested advice on the Fernleigh Road section of the Active Travel Plan in particular concerns regarding the layout.

Staff continue to monitor the post implementation impacts of all sections of the Active Travel Plan including Fernleigh road. Some additional signage and works were carried out following initial concerns raised in regard to a section on Fernleigh Road. No additional feedback or incidents have been reported post these works.

Financial Implications

N/A

Policy and Legislation

Code of Meeting Practice

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We have leaders that represent us

Risk Management Issues for Council

N/A

Internal / External Consultation

N/A

QUESTIONS/BUSINESS WITH NOTICE

CONFIDENTIAL REPORTS

CONF-1 RFT2022-05 GREEN WASTE PROCESSING

Author: Michael Keys
General Manager: Peter Thompson

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

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

**CONF-2 RFT2022-16 ACTIVE TRAVEL PLAN (ATP): CYCLE WAY
CONSTRUCTION GARDINER STREET****Author:** Silas Darby**General Manager:** Peter Thompson

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

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

PRESENT

The Mayor, Councillor Dallas Tout
Councillor Georgie Davies
Councillor Dan Hayes
Councillor Michael Henderson
Councillor Richard Foley
Councillor Rod Kendall
Councillor Tim Koschel
Councillor Jenny McKinnon
Councillor Amelia Parkins

IN ATTENDANCE

General Manager	(Mr P Thompson)
Director Community	(Ms J Summerhayes)
Director Infrastructure Services	(Mr W Faulkner)
Director Projects	(Mr S Barber)
Director Regional Activation	(Mr M Keys)
Chief Financial Officer	(Mrs C Rodney)
Chief Operating Officer	(Mr S Gray)
Manager Community Services	(Ms M Scully)
Facilities Management Coordinator	(Mr L Fitzgerald)
Manager Development Assessment & Building Certification	(Mr P O'Brien)
Corporate Governance Coordinator	(Mrs N Johnson)
Communications & Engagement Officer	(Mrs M Schoonmaker)
Governance Officer	(Ms K West)

PRAYER

Almighty God,

Help protect our Mayor, elected Councillors and staff.

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

Amen.

ACKNOWLEDGEMENT OF COUNTRY

Wagga Wagga City Council acknowledges the traditional custodians of the land, the Wiradjuri people, and pays respect to Elders past, present and future and extends our respect to all First Nations Peoples in Wagga Wagga.

This is page 1 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

We recognise and respect their cultural heritage, beliefs and continuing connection with the land and rivers. We also recognise the resilience, strength and pride of the Wiradjuri and First Nations communities.

APOLOGIES

No apologies were received.

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 31 JANUARY 2022

22/ RESOLVED:

On the Motion of Councillors T Koschel and D Hayes

That the Minutes of the proceedings of the Ordinary Council Meeting held on 31 January 2022 be confirmed as a true and accurate record.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

DECLARATIONS OF INTEREST

Councillor R Kendall declared a Significant Non-Pecuniary Interest in CONF-1 RFT2022-13 WAGGA WAGGA LIBRARY LEVELS 0 AND 1 UPGRADE the reason being that he is currently undertaking work for one of the tenderers on an unrelated project and vacated the chamber during its consideration.

Councillor R Kendall declared a Pecuniary Interest in CONF-3 PROPOSED ASSIGNMENT OF AIRPORT SUB-LEASE -LIGHT AIRCRAFT PRECINCT HANGAR 11 the reason being that he has a direct interest in this matter and vacated the chamber during its consideration.

This is page 2 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

Councillor T Koschel declared a Non-Significant Non-Pecuniary Interest in RP-7 FINANCIAL PERFORMANCE REPORT AS AT 31 DECEMBER 2021 the reason being that his workplace is named in the report and remained in the chamber during its consideration.

Councillor D Hayes declared a Non-Significant Non-Pecuniary Interest in CONF-4 FURTHER COVID-19 RENTAL RELIEF FOR COMMERCIAL TENANTS the reason being his employer has a funding arrangement with an organisation named in the report, however the arrangement is not impacted or determined by his role, and remained in the chamber during its consideration.

Councillor A Parkins declared a Significant Non-Pecuniary Interest in RP-3 STRONGER COUNTRY COMMUNITIES FUND - ROUND 4 the reason being that her employer is named in the report and vacated the chamber during its consideration.

Councillor A Parkins declared a Significant Non-Pecuniary Interest in RP-7 FINANCIAL PERFORMANCE REPORT AS AT 31 JANUARY 2022 the reason being that her employer is named in the report and vacated the chamber during its consideration.

Councillor G Davies declared a Non-Significant Non-Pecuniary Interest in RP-6 SECTION 356 REQUESTS FOR FINANCIAL ASSISTANCE as she knows the Chairperson of the festival and remained in the chamber during its consideration.

Councillor G Davies declared a Non-Significant Non-Pecuniary Interest in CONF-3 PROPOSED ASSIGNMENT OF AIRPORT SUB-LEASE - LIGHT AIRCRAFT PRECINCT HANGAR 11 as she knows both parties named in the report and vacated the chamber during its consideration.

Director Community, Ms J Summerhayes declared a Non-Significant Non-Pecuniary Interest in RP-2 DA21/0335 - CENTRE BASED CHILD CARE CENTRE (79 PLACES) WITH NEW DRIVEWAYS TO PLANE TREE DRIVE AT 19 LLOYD ROAD, SPRINGVALE, LOT 33 DP1266781 the reason being that a relative of hers works in Childcare and remained in the chamber during its consideration.

Chief Operating Officer, Mr S Gray declared a Non-Pecuniary Interest in CONF-2 RFT2022-09 OASIS REGIONAL AQUATIC CENTRE ENERGY SAVING the reason being that a relative of his is a Director in a company named in the report and remained in the chamber during its consideration.

PROCEDURAL MOTION - CHANGE OF STANDING ORDERS

22/042 RESOLVED:

On the Motion of Councillors T Koschel and R Kendall

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

CARRIED

This is page 3 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

PROCEDURAL MOTION - ENGLOBO

22/043 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

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

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

That RP-4, RP-6, RP-9, CONF-2 and CONF-4 be adopted as recommended in the business papers.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

This is page 4 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 14 February 2022.**

PUBLIC DISCUSSION FORUM

RP-1 - DA21/0492 - PLACE OF PUBLIC WORSHIP AT 53 GREGADOO ROAD, LAKE ALBERT LOT 4 DP1142732

- Mr Andrew Behan - Speaking against the Report
- Mr Glen White - Speaking against the Report
- Mr Garry Salvestro - Speaking in favour of the Report
- Mr Trevor Nason – Speaking in favour of the Report

RP-2 - DA21/0335 - CENTRE BASED CHILD CARE CENTRE (79 PLACES) WITH NEW DRIVEWAYS TO PLANE TREE DRIVE AT 19 LLOYD ROAD, SPRINGVALE, LOT 33 DP1266781

- Mrs Glenyce Freebody – Speaking in favour of the Report
- Mrs Lisa Vidler - Speaking in favour of the Report
- Mr Ian Graham – Speaking against the Report

PROCEDURAL MOTION - CHANGE OF STANDING ORDERS

22/044 RESOLVED:

On the Motion of Councillors J McKinnon and R Kendall

That Council bring forward consideration the follow reports to follow the public discussion forum:

- **RP-1 - DA21/0492 - PLACE OF PUBLIC WORSHIP AT 53 GREGADOO ROAD, LAKE ALBERT LOT 4 DP1142732**
- **RP-2 - DA21/0335 - CENTRE BASED CHILD CARE CENTRE (79 PLACES) WITH NEW DRIVEWAYS TO PLANE TREE DRIVE AT 19 LLOYD ROAD, SPRINGVALE, LOT 33 DP1266781**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

This is page 5 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022.**

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 14 February 2022.**

REPORTS FROM STAFF

**RP-1 DA21/0492 - PLACE OF PUBLIC WORSHIP AT 53 GREGADOO ROAD,
LAKE ALBERT LOT 4 DP1142732**

A Motion was moved by Councillors R Kendall and J McKinnon

That Council approve DA21/0492 subject to the conditions outlined in the Section 4.15 Assessment Report, with the following amendments to conditions:

- C.6 A detailed or revised landscape plan and legend shall be submitted to and approved by the General Manager or delegate prior to the release of the Construction Certificate. The landscape plan shall be in accordance with Council's Landscape Guidelines and Landscape Application Checklist and include:
- (1) A Plant Schedule indicating all plant species, pot sizes, spacings and numbers to be planted within the development shall be submitted with the Landscape Plan. Plant species are to be identified by full botanical name. All plants proposed in the landscape plan are to be detailed in the plant schedule.
 - (2) A reduction in the area of hardstand facilitated by a car parking layout that complies with AS2890.1.2004 *Parking Facilities, Part 1 Off-Street Car Parking*.
 - (3) An increased landscaped setback to the eastern boundary to include vegetation of a suitable size and type and an acoustic treatment to the boundary fence.
 - (4) An increased landscaped area to the front setback area of the site to enhance the streetscape presentation, reduce the hard-stand area and provide screening to this area.
 - (5) Details of establishment and maintenance must be included with the plan.

C.32 The operational plan approved in accordance with Condition C22 of DA21/0492 must be adhered to at all times.

An AMENDMENT was moved by Councillor D Hayes and seconded by Councillor A Parkins

That Council approve DA21/0492 subject to the conditions outlined in the Section 4.15 Assessment Report, with the following amendments to conditions:

- C.6 A detailed or revised landscape plan and legend shall be submitted to and approved by the General Manager or delegate prior to the release of the Construction Certificate. The landscape plan shall be in accordance with Council's Landscape Guidelines and Landscape Application Checklist and include:

This is page 6 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022.**

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

- (1) A Plant Schedule indicating all plant species, pot sizes, spacings and numbers to be planted within the development shall be submitted with the Landscape Plan. Plant species are to be identified by full botanical name. All plants proposed in the landscape plan are to be detailed in the plant schedule.
 - (2) A reduction in the area of hardstand facilitated by a car parking layout that complies with AS2890.1.2004 *Parking Facilities, Part 1 Off-Street Car Parking*.
 - (3) An increased landscaped setback to the eastern boundary to include vegetation of a suitable size and type and an acoustic treatment to the boundary fence.
 - (4) An increased landscaped area to the front setback area of the site to enhance the streetscape presentation, reduce the hard-stand area and provide screening to this area.
 - (5) Details of establishment and maintenance must be included with the plan.
- C.26 The approved use must only be conducted
- a. on Mondays between the hours of 6.00pm and 7.00pm.
 - b. on Sundays between the hours of 8.00am and 6.00pm.
- C.32 The operational plan approved in accordance with Condition C22 of DA21/0492 must be adhered to at all times.

Councillor T Koschel signalled a FORESHADOWED MOTION to the Mayor.

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

For the Amendment

D Hayes

Against the Amendment

D Tout

G Davies

M Henderson

R Foley

R Kendall

T Koschel

J McKinnon

A Parkins

The AMENDMENT on being put to Meeting was LOST.

22/045 RESOLVED:

On the Motion of Councillors R Kendall and J McKinnon

That Council approve DA21/0492 subject to the conditions outlined in the Section 4.15 Assessment Report, with the following amendments to conditions:

This is page 7 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

C.6 A detailed or revised landscape plan and legend shall be submitted to and approved by the General Manager or delegate prior to the release of the Construction Certificate. The landscape plan shall be in accordance with Council's Landscape Guidelines and Landscape Application Checklist and include:

- (1) A Plant Schedule indicating all plant species, pot sizes, spacings and numbers to be planted within the development shall be submitted with the Landscape Plan. Plant species are to be identified by full botanical name. All plants proposed in the landscape plan are to be detailed in the plant schedule.**
- (2) A reduction in the area of hardstand facilitated by a car parking layout that complies with AS2890.1.2004 *Parking Facilities, Part 1 Off-Street Car Parking*.**
- (3) An increased landscaped setback to the eastern boundary to include vegetation of a suitable size and type and an acoustic treatment to the boundary fence.**
- (4) An increased landscaped area to the front setback area of the site to enhance the streetscape presentation, reduce the hard-stand area and provide screening to this area.**
- (5) Details of establishment and maintenance must be included with the plan.**

C.32 The operational plan approved in accordance with Condition C22 of DA21/0492 must be adhered to at all times.

CARRIED

PLANNING MATTERS - SECTION 375A(3) LOCAL GOVERNMENT ACT 1993

For the Motion

D Tout
G Davies
R Foley
R Kendall
J McKinnon

Against the Motion

D Hayes
M Henderson
T Koschel
A Parkins

With the Motion being carried the FORESHADOWED MOTION lapsed.

This is page 8 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

**RP-2 DA21/0335 - CENTRE BASED CHILD CARE CENTRE (79 PLACES)
WITH NEW DRIVEWAYS TO PLANE TREE DRIVE AT 19 LLOYD
ROAD, SPRINGVALE. LOT 33 DP1266781**

22/046 RESOLVED:

On the Motion of Councillors D Hayes and T Koschel

**That Council refuse DA21/0335 for the reasons outlined in the Section 4.15
Assessment Report.**

CARRIED

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

For the Motion

D Tout
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

G Davies

MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

**NOM-1 NOTICE OF MOTION - ENGAGEMENT WITH BUILDING AND
CONSTRUCTION INDUSTRY**

22/047 RESOLVED:

On the Motion of Councillors R Foley and D Hayes

**That Council receive a report that considers the following in relation to
engagement with the building and construction industry:**

- a audit of current engagement activities with industry stakeholders,
including face to face, digital communications, newsletters etc**
- b consider the option of coordinating quarterly breakfast forums available
for all industry stakeholders along the following lines:**
 - i key planning staff to be present at these forums to brief the
attendees with any relevant information and to answer any industry
relevant questions posed by attendees**

This is page 9 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY
OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

- ii provide opportunities for all attendees to speak and address the forum for no longer than 5 minutes.
 - iii the forum is to act as an informal consultative entry point and significant interface between Council and these key building and construction sectors
 - iv affordable housing to be a regular topic of discussion with open participation and discussion of ideas to be encouraged with Industry in assisting Council in evaluating affordable housing development strategies for Wagga Wagga which has an ongoing crisis in affordable housing.
- c any other engagement opportunities that staff may be considering that is not referenced in this report

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

REPORTS FROM STAFF

RP-1 DA21/0492 - Place of Public Worship at 53 Gregadoo Road, Lake Albert Lot 4 DP1142732 was moved forward to follow the public discussion forum.

RP-2 DA21/0335 - Centre based child care centre (79 PLACES) with new driveways to Plane Tree drive at 19 Lloyd Road, Springvale. Lot 33 DP1266781 was moved forward to follow the public discussion forum.

This is page 10 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 14 February 2022.**

RP-3 STRONGER COUNTRY COMMUNITIES FUND - ROUND 4

Councillor A Parkins declared a Significant Non-Pecuniary Interest and vacated the chamber, the time being 7:47pm.

22/048 RESOLVED:

On the Motion of Councillors T Koschel and M Henderson

That Council:

- a accept the State Government grant offer of \$365,171 of funding through the Stronger Country Community Fund for McPherson Oval Lighting Upgrade**
- b accept the State Government grant offer of \$336,927 of funding through the Stronger Country Community Fund for Kessler Park Amenities Replacement**
- c authorise the affixing of Council's Common Seal to all relevant documents as required**
- d approve the budget variation as detailed in the budget section of the report**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon

Against the Motion

Councillor A Parkins re-entered the chamber, the time being 7:48pm.

This is page 11 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022.**

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

RP-4 PROPOSED LICENCE AGREEMENT TO SAN ISIDORE TENNIS CLUB INCORPORATED - PART LOT 4 DP 622579

22/049 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a enter into a licence agreement with San Isidore Tennis Club Incorporated upon the following terms:**
 - i Location – Part cnr Kapooka Road & Benedict Avenue being part Lot 4 DP 622579.**
 - ii Term – 5 years**
 - iii Initial Annual Licence Fee – \$725.00 including GST, in accordance with Council's adopted Fees and Charges.**
- b delegate authority to the General Manager or their delegate to complete and execute any necessary documents on behalf of Council**
- c authorise the affixing of Council's common seal to any relevant documents as required**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

The Mayor, Councillor D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

RP-5 COUNCIL COMMITTEE STRUCTURE

22/050 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a approve the formation of the following committees:**
 - i Airport Advisory Committee**
 - Appoint member Councillors D Hayes and R Foley**

This is page 12 of the MINUTES of the ORDINARY MEETING OF COUNCIL of the Council of the CITY OF WAGGA WAGGA held on 14 FEBRUARY 2022.

.....MAYORGENERAL MANAGER

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

- **Appoint alternate member - Councillor D Tout**
- **Call for Expressions of Interest for at least three (3) independent external members**
- ii Audit, Risk and Improvement Committee**
 - **Appoint member Councillors M Henderson and R Kendall**
 - **Appoint alternate members - Councillors A Parkins, T Koschel and J McKinnon**
 - **Call for Expressions of Interest for at least three (3) independent external members with experience in audit, financial management, business management or law**
- iii Australia Day Community Committee**
 - **Appoint member Councillor G Davies**
 - **Appoint alternate member - Councillor T Koschel**
 - **Call for Expressions of Interest for eight (8) to eleven (11) community members**
- iv Floodplain Risk Management Committee**
 - **Appoint member Councillors R Kendall, J McKinnon and D Tout**
 - **Appoint alternate member - Councillor R Foley**
 - **Call for Expressions of Interest for four (4) community members**
- v General Manager's Performance Review Committee (Mayor, Deputy Mayor and three Councillors)**
 - **Appoint the Mayor, the Deputy Mayor and Councillors D Hayes, R Foley and R Kendall**
- vi Honours Committee (including Sporting Hall of Fame)**
 - **Appoint all Councillors**
- vii Annual Grants Panel & Economic Development Panel**
 - **Appoint all Councillors noting specific categories will be allocated to Councillors**
- viii Public Art Panel**
 - **Appoint member Councillors G Davies and Councillor J McKinnon**
 - **Call for Expressions of Interest for one (1) industry representative and two (2) community representatives**
 - **Note that the appointment of an additional Councillor to the panel brings the total panel membership to eight (8) representatives**
- b provide representation on the following external organisations and committees as indicated:**

This is page 13 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

- i Bushfire Management Committee**
 - Appoint member Councillor A Parkins
 - Appoint alternate member - Councillor T Koschel
- ii Inland Rail – Albury to Illabo Project Community Committee**
 - Appoint member Councillor R Foley
 - Appoint alternate member – Councillor R Kendall
- iii Local Traffic Committee**
 - Appoint member Councillor D Hayes
 - Appoint alternate member – Councillor G Davies
- iv Murray Darling**
 - Appoint member Councillor R Foley
 - Appoint alternate member – Councillor R Kendall
- v NSW Public Libraries**
 - Appoint member Councillors A Parkins and D Tout
 - Appoint alternate member - Councillor D Hayes
- vi Riverina Regional Libraries Association**
 - Appoint member Councillors R Kendall, D Tout, A Parkins and J McKinnon
- vii Southern Regional Planning Panel**
 - Appoint member Councillors A Parkins and M Henderson
 - Appoint alternate members – Councillors D Hayes and D Tout
- viii Transgrid Humelink Community Consultative Committee**
 - Appoint member Councillor R Kendall
 - Appoint alternate member – Councillor R Foley
- ix Riverina Conservatorium of Music**
 - Appoint member Councillor A Parkins
- c endorse the following community committee and advisory panel and call for expressions of interest for membership for:**
 - i Museum of the Riverina Community Committee**
 - Call for Expressions of Interest for four (4) community members
 - ii Major Events Advisory Panel**
 - Call for Expressions of Interest for three (3) industry representatives
- d note that the Mayor and/or the General Manager are, by constitution or resolution, members of:**

This is page 14 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 14 February 2022.

- i Country Mayor Country Mayor's Association (Mayor and General Manager)**
- ii Riverina Joint Organisation (Mayor and General Manager)**
- iii Canberra Joint Organisation (Mayor and General Manager)**
- iv Riverina Regional Cities (Mayor and General Manager)**
- v Regional Capitals Australia (Mayor and General Manager)**
- e acknowledge the contribution of the volunteers of the previous advisory committees which operated during the term of the previous Council**
- f note a Councillor workshop will be held to consider Sister City arrangements including the Sister City Community Committee**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

RP-6 SECTION 356 REQUESTS FOR FINANCIAL ASSISTANCE

22/051 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a in accordance with Section 356 of the Local Government Act 1993, provide financial assistance to the following groups:**
 - i. Gears and Beers: \$2,500.00 (Request 1)**
- b note that any future year financial assistance to Gears and Beers will be capped at the amount adopted in the annual Delivery Program Operational Plan**
- c approve the budget variation included in the financial implications section of this report**
- d note the proposed budget available for financial assistance requests for the remainder of the 2021/22 financial year**

CARRIED

This is page 15 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 14 February 2022.**

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

RP-7 FINANCIAL PERFORMANCE REPORT AS AT 31 JANUARY 2022

Councillor A Parkins declared a Significant Non-Pecuniary Interest and vacated the chamber, the time being 7:50pm.

22/052 RESOLVED:

On the Motion of Councillors T Koschel and D Hayes

That Council:

- a approve the proposed 2021/22 budget variations for the month ended 31 January 2022 and note the balanced budget position as presented in this report**
- b approve the proposed budget variations to the 2021/22 Long Term Financial Plan Capital Works Program including future year timing adjustments**
- c note the Responsible Accounting Officer's reports, in accordance with the Local Government (General) Regulation 2005 (Part 9 Division 3: Clause 203) that the financial position of Council is satisfactory having regard to the original estimates of income and expenditure and the recommendations made above**
- d note the details of the external investments as at 31 January 2022 in accordance with section 625 of the Local Government Act 1993**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon

Against the Motion

This is page 16 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022.**

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 14 February 2022.**

Councillor A Parkins re-entered the chamber, the time being 7:51pm.

RP-8 WAGGA WAGGA CITY COUNCIL PARTICIPATION IN MARDI GRAS 2022

22/053 RESOLVED:
On the Motion of Councillors D Hayes and T Koschel

That Council:

- a provide ongoing endorsement for staff to participate in the Wagga Wagga Mardi Gras Festival on behalf of Wagga Wagga City Council**
- b include any ongoing costs of this participation in Council's operational budget each financial year**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

RP-9 RESPONSE TO QUESTIONS/BUSINESS WITH NOTICE

22/054 RESOLVED:
On the Motion of Councillors R Kendall and D Hayes

That Council receive and note the report.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

This is page 17 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022.**

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 14 February 2022.**

QUESTIONS/BUSINESS WITH NOTICE

Councillor G Davies requested information on future plans for the existing playground at the Wagga Wagga Beach, once the new playground has been completed and opened to the public. Could the existing playground be moved to another location where one is required, including a shade sale if possible.

Councillor R Foley acknowledged the ongoing issue of illegal dumping around the City and requested a workshop to discuss strategies to manage this issue.

Councillor D Hayes requested advice on if the review of the North Wagga Primary School Crossing is still on target given the February 2022 due date.

Director Infrastructure Services, Mr W Faulkner advised that Council are awaiting lighting quotes and will report back to Council at the 7 March 2022 Council Meeting.

Councillors R Kendall, T Koschel and the Mayor, Councillor D Tout requested Council investigate the safety of the new pedestrian refuge on Red Hill Road, west of the railway underpass.

Councillor R Kendall requested Council liaise with TfNSW regarding the condition of the city entrances and request that maintenance be undertaken to tidy those up.

Councillor R Kendall requested staff investigate the pedestrian refuge in Main Street, Lake Albert, in particular a potential need to install "no stopping" signs due to the restricted width of the road.

Councillor T Koschel requested a review and report back to Council on the footpath network across the City with an emphasis on mobility access, including specific reference to Forest Hill.

Councillor T Koschel requested the Mayor and General Manager write a letter of congratulations to Riverina Water County Council for their recent Award for "Most improved water service within NSW".

Councillor T Koschel requested advice on the Fernleigh Road section of the Active Travel Plan in particular concerns regarding the layout.

Councillor A Parkins requested advice on the outcome of Council's application in the Blue Plaques Scheme through Heritage NSW.

Director Community, Ms J Summerhayes advised that Council sent through recommendations to the Local Members Office, with nominations then to be forwarded from the Local Members Office. Council will follow up with the Local Members Office and provide advice back to Council on the status of the assessment process.

This is page 18 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022.**

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 14 February 2022.**

Councillor J McKinnon requested advice in relation to recent complaints regarding noise from the Oasis Swimming Centre.

Director Regional Activation, Mr M Keys advised that Council are addressing concerns raised by the community relating to noise levels as a result of school swimming carnivals being held at the Oasis Swimming Centre. Equipment at the centre has been adjusted to lower noise levels with further investigation and assessment currently being undertaken.

CLOSED COUNCIL

22/055 RESOLVED:

On the Motion of Councillors D Hayes and J McKinnon

That the Council now resolve itself into a Closed Council, the time being 8.05pm.

CARRIED

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

CONFIDENTIAL REPORTS

CONF-1 RFT2022-13 WAGGA WAGGA LIBRARY LEVELS 0 AND 1 UPGRADE

Councillor R Kendall declared a Significant Non-Pecuniary Interest and vacated the chamber the time being 8:06pm.

22/056 RESOLVED:

On the Motion of Councillors D Hayes and T Koschel

That Council:

- a accept the Tender offer of A.J. Grant Building Pty Ltd (ABN: 13 080 764 567) for the Wagga Wagga Library Levels 0 and 1 Upgrade for the lump sum amount of \$199,980.23 excluding GST**
- b authorise the General Manager or their delegate to enter a Contract with A.J. Grant Building Pty Ltd (ABN: 13 080 764 567) for the Wagga Wagga Library Levels 0 and 1 Upgrade for the lump sum amount of \$199,980.23 excluding GST**
- c authorise the affixing of Council's Common Seal to all relevant documents as required**

CARRIED

This is page 19 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022.**

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 14 February 2022**.

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
T Koschel
J McKinnon
A Parkins

Against the Motion

Councillor R Kendall re-entered the chamber the time being 8:07pm.

CONF-2 RFT2022-09 OASIS REGIONAL AQUATIC CENTRE ENERGY SAVING

22/057 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a in accordance with Clause 178(1)(b) of the Local Government (General Regulation) 2005, decline all tenders for the RFT2022-09 Oasis Regional Aquatic Centre Energy Saving**
- b pursuant to clause 178(3)(e) of the Local Government (General Regulation) 2005, authorise the General Manager, or their delegate, to enter into negotiations with any person with the intention of entering into a contract for the Oasis Energy Savings works.**
- c note that the reason for declining to invite fresh tenders or applications is that it is not expected that further market testing will provide a more satisfactory result**
- d note that the reason for entering into negotiations is that the evaluation identified the submissions to be beyond the budget allocated for this work**
- e authorise the General Manager or their delegate to enter into a contract, using Council's Common Seal if required, should negotiations be successful**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel

Against the Motion

This is page 20 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 14 February 2022.**

J McKinnon
A Parkins

**CONF-3 PROPOSED ASSIGNMENT OF AIRPORT SUB-LEASE - LIGHT
AIRCRAFT PRECINCT HANGAR 11**

Councillor R Kendall declared a Pecuniary Interest and vacated the Chamber the time being 8.08pm.

Councillor G Davies declared a Non-Significant Non-Pecuniary Interest and vacated the chamber, the time being 8:08pm.

22/058 RESOLVED:

On the Motion of Councillors T Koschel and D Hayes

That Council:

- a agree to assign the airport sub-lease over Light Aircraft Precinct Hangar 11 as per the details set out in the body of this report.**
- b delegate authority to the General Manager or their delegate to execute any necessary documentation on behalf of Council.**
- c authorise the affixing of Council's Common Seal to documents relating to this matter as required.**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
D Hayes
M Henderson
R Foley
T Koschel
J McKinnon
A Parkins

Against the Motion

Councillor G Davies re-entered the chamber, the time being 8:08pm.

Councillor R Kendall re-entered the chamber, the time being 8:08pm.

This is page 21 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022.**

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 14 February 2022.**

CONF-4 FURTHER COVID-19 RENTAL RELIEF FOR COMMERCIAL TENANTS

22/059 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council agree to extend rental waivers to Council's commercial tenants (including airport tenants) in accordance with the recommendations contained in the body of this report.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

REVERSION TO OPEN COUNCIL

22/060 RESOLVED:

On the Motion of Councillors J McKinnon and D Hayes

That this meeting of the Closed Council revert to an open meeting of the Council, the time being 8.09pm.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

THIS COMPLETED THE BUSINESS OF THE COUNCIL MEETING WHICH ROSE AT 8.12pm

.....
MAYOR

This is page 22 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **14 FEBRUARY 2022.**

.....MAYORGENERAL MANAGER

MINUTES of the EXTRAORDINARY MEETING OF COUNCIL held on Monday 21 February 2022.

PRESENT

Councillor Georgie Davies
Councillor Dan Hayes (via remote attendance)
Councillor Michael Henderson
Councillor Richard Foley
Councillor Rod Kendall
Councillor Tim Koschel
Councillor Jenny McKinnon
Councillor Amelia Parkins

IN ATTENDANCE

General Manager	(Mr P Thompson)
Director Community	(Ms J Summerhayes)
Director Infrastructure Services	(Mr W Faulkner)
Director Projects	(Mr S Barber)
Director Regional Activation	(Mr M Keys)
Chief Financial Officer	(Mrs C Rodney)
Chief Operating Officer	(Mr S Gray)
Manager Audit, Risk & Governance	(Ms I Hensley)
Corporate Governance Coordinator	(Mrs N Johnson)

PRAYER

Almighty God,

Help protect our Mayor, elected Councillors and staff.

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

Amen.

ACKNOWLEDGEMENT OF COUNTRY

Wagga Wagga City Council acknowledges the traditional custodians of the land, the Wiradjuri people, and pays respect to Elders past, present and future and extends our respect to all First Nations Peoples in Wagga Wagga.

We recognise and respect their cultural heritage, beliefs and continuing connection with the land and rivers. We also recognise the resilience, strength and pride of the Wiradjuri and First Nations communities.

This is page 1 of the **MINUTES** of the **EXTRAORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **21 FEBRUARY 2022**.

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

MINUTES of the **EXTRAORDINARY MEETING OF COUNCIL** held on **Monday 21 February 2022**.

APOLOGIES

An apology for non-attendance was received and accepted for The Mayor, Councillor D Tout on the Motion of Councillors G Davies and R Foley.

DECLARATIONS OF INTEREST

Councillor M Henderson declared a Pecuniary Interest in CONF-1 RFQ2022-513 ROAD REHABILITATION PEARSON STREET AND DOBNEY AVENUE WEST WAGGA WAGGA the reason being that he has a business relationship with one of the tenderers and vacated the chamber during its consideration.

CLOSED COUNCIL

22/0061 RESOLVED:

On the Motion of Councillors R Kendall and R Foley

That the Council now resolve itself into a Closed Council, the time being 5:04pm.

CARRIED

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

CONFIDENTIAL REPORTS

CONF-1 RFQ2022-513 ROAD REHABILITATION PEARSON STREET AND DOBNEY AVENUE WEST WAGGA WAGGA

Councillor M Henderson declared a Pecuniary Interest and vacated the chamber the time being 5:04pm.

22/062 RESOLVED:

On the Motion of Councillors T Koschel and D Hayes

That Council:

- a accept the offer of Fulton Hogan Industries Pty Ltd (ABN: 54 000 538 689) in the schedule of rates submitted with their offer for the road rehabilitation of Dobney Avenue and Pearson Street West Wagga Wagga**
- b authorise the General Manager or their delegate to enter into a contract with Fulton Hogan Industries Pty Ltd (ABN: 54 000 538 689) the road rehabilitation of Dobney Avenue and Pearson St West Wagga Wagga**
- c authorise the affixing of Council's Common Seal to all relevant documents as required**

CARRIED

This is page 2 of the **MINUTES** of the **EXTRAORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **21 FEBRUARY 2022**.

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

MINUTES of the **EXTRAORDINARY MEETING OF COUNCIL** held on **Monday 21 February 2022.**

RECORD OF VOTING ON THE MOTION

For the Motion

G Davies
D Hayes
R Foley
R Kendall
T Koschel
J McKinnon
A Parkins

Against the Motion

Councillor M Henderson re-entered the chamber the time being 5:17pm.

REVERSION TO OPEN COUNCIL

22/063 RESOLVED:

On the Motion of Councillors T Koschel and G Davies

That this meeting of the Closed Council revert to an open meeting of the Council, the time being 5:17pm.

CARRIED

THIS COMPLETED THE BUSINESS OF THE COUNCIL MEETING WHICH ROSE AT 5:17pm.

.....
MAYOR

This is page 3 of the **MINUTES** of the **EXTRAORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **21 FEBRUARY 2022.**

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