



# Agenda and Business Paper

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## Ordinary Meeting of Council

To be held on  
**Monday 8 August 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](mailto:council@wagga.nsw.gov.au)

[wagga.nsw.gov.au](http://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**

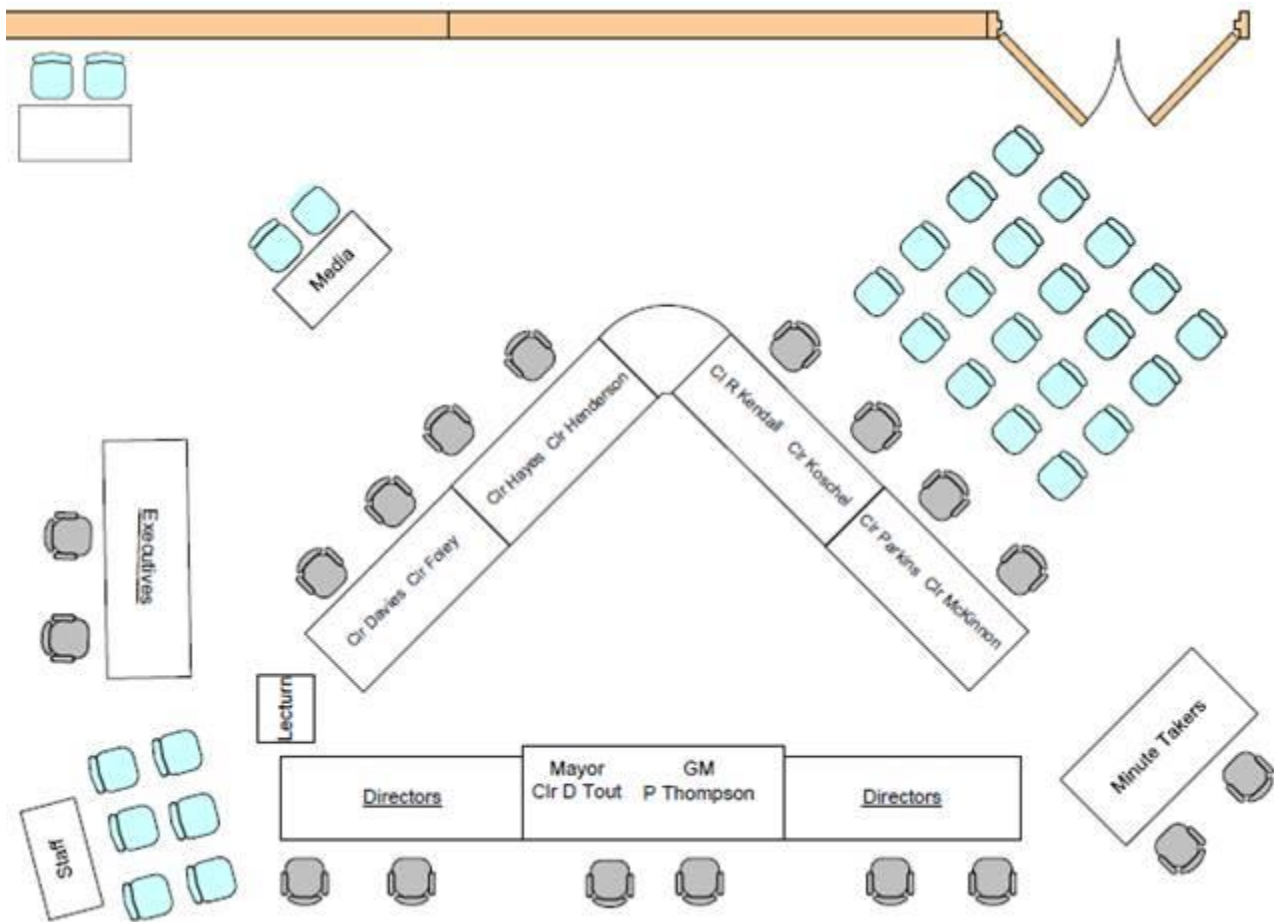


**Councillor Amelia  
Parkins**

## **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 8 AUGUST 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 - 18 JULY 2022**

### **Recommendation**

**That the Minutes of the proceedings of the Ordinary Council Meeting held on 18 July 2022 be confirmed as a true and accurate record.**

## **Attachments**

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1   Minutes - 18 July 2022    140

## **DECLARATIONS OF INTEREST**

## **REPORTS FROM STAFF**

### **RP-1      DEVELOPMENT APPLICATION DA21/0839 - SELF STORAGE UNITS - 43 GUTTLER STREET, URANQUINTY**

**Author:** Paul O'Brien  
**General Manager:** Peter Thompson

#### **Summary:**

The Development Application seeks consent for the construction of a self-storage unit facility consisting of 26 units at 43 Guttler Street, Uranquinty. The site is a battle axe allotment with access proposed to Guttler Street. The proposed facility will operate by controlled security access between the hours of 8am - 6pm, 7 days a week.

The development (self-storage units) is permitted with consent under the Wagga Wagga Local Environmental Plan 2010 in the RU5 Village zone.

The application was publicly advertised and also notified to adjoining and nearby property owners for a period of 14 days. A total of 19 submissions (18 in objection) were received during this period. Section 1.10 of the wagga Wagga Development Control Plan 2010 requires any application that is the subject of 10 or more objections to be referred to Council for determination.

A full assessment of the application has been completed in accordance with Section 4.15 of the Environmental Planning and Assessment Act 1979 including an assessment against the relevant provisions of the Local Environmental Plan 2010 and the Development Control Plan 2010 and is provided as an attachment to this report. The assessment has considered and addressed all relevant matters raised in the submissions.

Subject to the findings of the assessment, it has been recommended that the application be approved subject to conditions. The recommended conditions have been included in an attached assessment report.

#### **Recommendation**

That Council approve DA21/0839 for self storage units at 43 Guttler Street, Uranquinty subject to the conditions outlined in the Section 4.15 Assessment Report.



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## Development Application Details

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<b>Applicant</b>	Camilla Rocks
<b>Owner</b>	Fairview Riverina Pty Ltd Directors: Joshua Eldridge and Paul Mulholland
<b>Development Cost</b>	\$275,000
<b>Development Description</b>	Self Storage Units (26 units)

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## Report

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### Key Issues

- Consistency with Uranquinty village character
- Impacts on surrounding residential amenity including:
  - Visual amenity
  - Acoustic amenity
  - Traffic, access and parking impacts
  - Crime, safety and security impacts
  - Stormwater flooding impacts

### Assessment

- The site is zoned RU5 Village under the provisions of the WWLEP 2010. Self-storage units are permitted with consent in the RU5 zone.
- The development complies with the controls of the WWLEP 2010 and the WWDGP 2010.
- The site is within the FPA for Uranquinty as it is subject to flooding during a 1% AEP riverine flood event. Clause 5.21 of the WWLEP 2010 applies to development within the FPA. Clause 5.21 requires that Council consider and be satisfied of a range of factors when assessing a Development Application on land within the FPA. This includes whether the development is compatible with the flood function and behaviour on the land, and whether the development incorporates appropriate measures to manage risk to life in the event of a flood. In consideration of Clause 5.21, the attached 4.15 report considers that the matters listed are satisfied.
- The site is within the Village zone and adjoins land used for residential development. Consideration of the residential amenity has been considered as part of the attached 4.15 report and it is satisfied that the development will not have an unreasonable impact on the adjoining residential sites.
- The proposal attached a number of submissions in objection to the development. The submissions have been addressed in the attached 4.15 report and do not warrant refusal of the Development Application.

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 conditions.

## 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 generally consistent with the objectives and controls of the Wagga Wagga Development Control Plan 2010.
3. Impacts of the proposed development are acceptable and can be managed via the recommended conditions of consent.
4. The site is considered suitable for the proposed development.

## Site Location

Subject site is Lot 11 under Deposited Plan 1267696 and generally known as 43 Guttler Street, Uranquinty. The site is a battle axe allotment that is 2024m<sup>2</sup> and rectangular in shape with a 6m wide panhandle access driveway to Guttler Street. It is noted that the site has a principle frontage to the Olympic Highway on the northwest boundary, however no access is proposed from this frontage.

The surrounding locality is a village area with approved dwellings either under construction or established on the adjoining lots to the southeast and southwest. The subject site is bounded by the Olympic Highway to the northwest and adjoins undeveloped land (former Uranquinty Caravan Park) to the northeast.



## 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 in the Land and Environment Court which will have to be defended by Council. The reasons for refusal will have to be justified and withstand scrutiny and cross examination in Court.




Approval of the application 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
<b>TIER</b>																	
<b>Consult</b>		<input checked="" type="checkbox"/>														<input checked="" type="checkbox"/>	
<b>Involve</b>																	
<b>Collaborate</b>																	

### Attachments

1. DA21 0839 - Section 4.15 Assessment Report - Provided under separate cover 
2. DA21 0839 - Plans and Statement of Environmental Effects - Provided under separate cover 
3. DA21 0839 - Redacted Submissions - Provided under separate cover 
4. DA21 0839 - 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            PROPOSED PLANNING AGREEMENT 12 BLAKE STREET, WAGGA WAGGA DA19/0125****Author:** Belinda Maclure**Executive:** Scott Gray

**Summary:** An offer has been received in relation to the development of 12 Blake Street, Wagga Wagga (DA19/0125) to provide infrastructure to improve the public realm in Blake Street in lieu of paying Section 7.12 (previously Section 94A) contributions due for the development.

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**Recommendation**

That Council:

- a provide in principle support for the proposed Planning Agreement in relation to Blake Street and associated with DA19/0125
- b place the proposed Planning Agreement on public exhibition for a period of 28 days from 9 August 2022 to 5 September 2022 and invite submissions until 19 September 2022
- c receive a further report following the exhibition and submission period:
  - i addressing any submission made in respect of the proposed Planning Agreement; and
  - ii recommending whether or not to enter into the proposed Planning Agreement

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**Report**

An offer to enter into a planning agreement with Council was received from Davtil Pty (Mr Kerry Pascoe) Ltd in relation to their development of 12 Blake Street, Wagga Wagga on 26 November 2019. The offer included the provision of public infrastructure in lieu of the Section 7.12 contributions due for the development described in DA19/0125, approved by Council resolution 19/209, determined on 24 June 2019. There have been a number of changes negotiated to the offer. The latest offer was received on 25 March 2022.

The development described in DA19/0125 includes the demolition of an existing shed and construction of 5/6 storey mixed-use development comprising ground floor business/retail use and car parking, first floor car parking and 16 residential apartments (shop top housing) on four floors above (Notice of Determination of Development Application DA19/0125).

The proposed planning agreement includes the provision of infrastructure with the aim to improve the public realm of Blake Street in lieu of the Section 7.12 levy due in relation to the development.

The Section 7.12 levy due in relation to the development is \$104,075. The cost of the infrastructure included in the proposed planning agreement is \$134,000. The proposal aims to improve the public realm in Blake Street, a CBD street which currently presents with an industrial look and feel.

The works proposed in the offer include:

1. Reconfiguration of street carparking from parallel to angle along both sides of the street;
2. Provision of two disabled carparking spaces on the street;
3. Installation of traffic calming devices at either end of Blake Street;
4. Removal of 11 trees from the footpath and replacement with 6 trees within the parking bays to be established along the western side of Blake Street;
5. Close off access from Blake Street to the carpark at 22 Blake Street and provide landscaping (locate an electrical substation in the carpark);
6. Upgrade of footpath along the whole of the western side of Blake Street;
7. Installation of 3 additional streetlights in the Council carpark; and
8. Installation of 4 additional streetlights in Blake Street.

The proposed planning agreement aims to improve the public realm of Blake Street, which aligns with the following goals of the Wagga Wagga Local Strategic Planning Statement:

- A vibrant, strong and prosperous CBD is critical for the long-term economic success of the city and the broader region.
- Wagga Wagga CBD is the key location where both residents and visitors experience our city. It is critically important that new development and design supports and encourages activation and new experiences.
- Activation of the CBD will be key to Wagga Wagga's ongoing success and prosperity. The key to this is increasing the presence of people in the CBD, creating an urban environment that encourages interaction and experiences at a personal scale.

The proposed replacement of street trees on the western side of Blake Street would see 11 trees, of varying quality, currently located on the footpath area, replaced with 6 "Chinese Elms" within the proposed parking bay area along the street. This installation would include provision of raingarden tree pits which are bioretention cells located at kerbside containing the street tree with groundcover vegetation around the base.

Stormwater runoff enters the tree pit through a break in a standard road kerb and is filtered through the soil media within the cell. Treated stormwater is then collected via a perforated drainage layer at the base of the cell before being discharged into conventional stormwater pipes that also act as an overflow.

Council may also resolve to further enhance the streetscape of Blake Street through the replacement of the street trees along the eastern side of the street to provide a uniform vision for the length of the street. This component could be funded through the existing CBD street tree programme.

In conjunction with erection of a substation in the Blake Street Council carpark, it is proposed to close off the existing entrance from Blake Street. This change of access is being proposed to reduce the interaction between pedestrians in the area and vehicles using the carpark and is in line with the Wagga Wagga Development Control Plan "Baylis Street Precinct – Eastern Section" C3 *All parking, vehicle access, loading and unloading facilities, to be provided from rear lanes where available* (Section 10.1).

However, there have been some concerns raised about this change to access. It will mean access to the carpark is via Bardo Lane, a service lane not designed to have an increased traffic load. The proposal sees the Council carpark lose a total of 6 carparks, which is offset with increased on street parking. Bardo Lane is a service lane with a width of 5.4m kerb to kerb. The existing garden bed kerbing at the Bardo Lane end of the carpark will be cut back significantly and the last bay either side of the carpark aisle (one of which is currently a disabled bay) will be lost to cater for the turning paths of vehicles. As part of the proposed carpark modifications the proponent will line mark the entire carpark to ensure compliance with AS/NZS 2890.1:2004 Parking facilities Part 1: Off-street car parking.

There are sight distance issues for the interaction between pedestrians and vehicles exiting Bardo Lane at either end due to the buildings on the eastern side of Bardo Lane being built on the boundary line, thus limiting vision to the east for motorists. This issue already exists however, closing the Blake Street access to the public car park could exacerbate this issue. A combination of signage and pavement treatments will address this issue. The issue is currently being reviewed by the Traffic Committee.

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### **Financial Implications**

The Section 7.12 contributions due for this development (\$104,075) have been paid by the applicant on 16 June 2021. If Council approve this planning proposal, this will subsequently approve the refund of the \$104,075 currently paid in Section 7.12 contributions.

The Local Infrastructure Contributions Plan 2019 - 2034 details the projects funded by the Section 7.12 levies (page 34). The project list includes \$500,000 per year for the debt servicing costs of the Bomen Enabling roads – stage 1 project and \$20,000 per year towards village recreational projects from the Recreation, Open Space and Community Strategy and Implementation Plan 2040.

The Section 7.12 Reserve balance as included in Wagga Wagga City Council's Annual Financial Statements for the year ended 30 June 2021 shows the Reserve in \$464,000 deficit position.

The current Long Term Financial Plan shows the Section 7.12 Reserve balance being in a deficit position for the next 10 years.

As noted previously in this report, if Council approve this planning proposal, this will result in a refund of contributions received. This will increase the timeframe the Section 7.12 Reserve will remain in a deficit position, and the inability to fund other new projects.

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### **Policy and Legislation**

Environmental Planning and Assessment Act 1979 Section 7.4  
Wagga Wagga Local Infrastructure Contribution Plan 2019 – 2034  
Wagga Wagga City Council Developer Infrastructure Agreements Policy POL 121



## Link to Strategic Plan

### The Environment

Objective: We plan for the growth of the city

Outcome: We have sustainable urban development

### Risk Management Issues for Council

There is a risk the community will perceive an agreement with a developer as unfair and benefiting the developer and not the community. Council aims to ensure all developers are treated fairly and consistently when dealing with Council and works to ensure transparency of all agreements between developers and Council.

It is important developers propose to provide suitable infrastructure through a planning agreement. Proposed planning agreements need to include developer-provided infrastructure which aligns with Council's strategic plans.

As noted in the Financial Implications section of this report, if Council approve this planning proposal, this will face further pressure on this Reserve, and will increase the timeframe this Reserve will be in a deficit position.

### Internal / External Consultation

A Community Engagement Plan has been developed to guide the consultation process for the proposed Planning Agreement. Council will look to engage with the community as a whole, but specifically people who live, work and access businesses in Blake Street as well as the people who currently use Council's Blake Street carpark. A Council Your Say page will ensure everyone has the opportunity to review the documents in one place and enable an easy response. Signage will also be erected at the carpark advertising the proposed change to seek feedback from users.

	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
<b>TIER</b>																	
<b>Consult</b>																	
<b>Involve</b>																	
<b>Collaborate</b>			✖		✖			✖	✖					✖		✖	

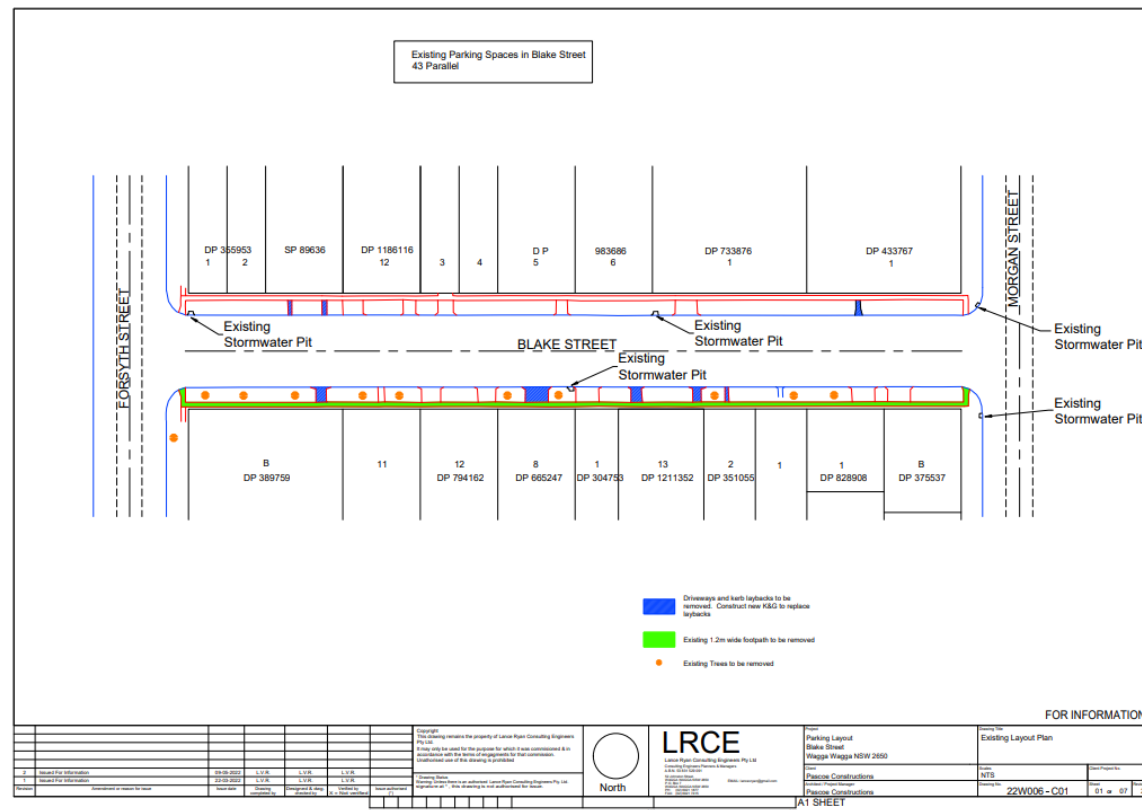
### Attachments

1  Blake Street Proposed Planning Agreement Community Information

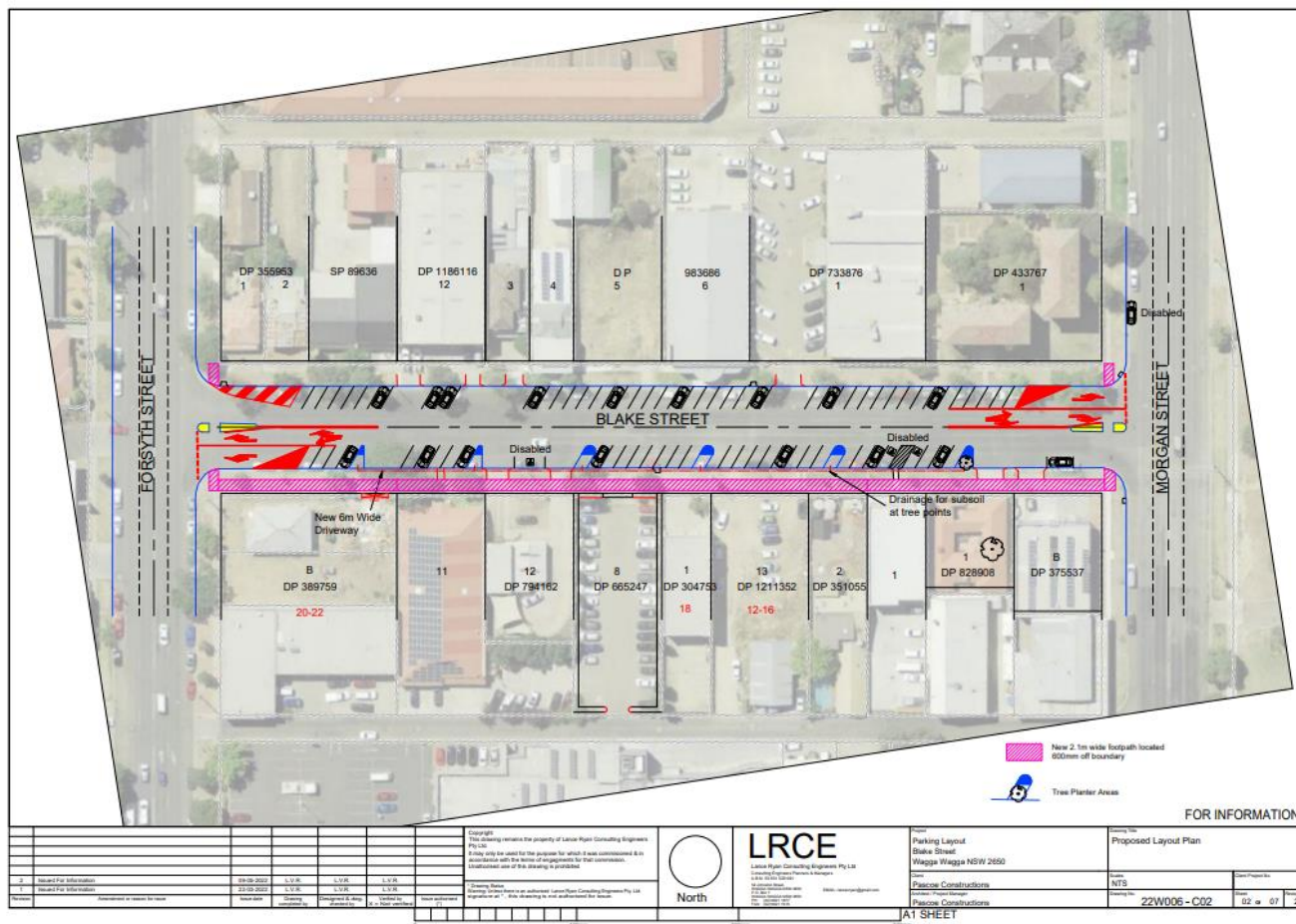


## Blake Street Proposed Planning Agreement Community Information

### Existing Layout of Blake Street



## Proposed Layout of Blake Street



**20-22**

**FOR INFORMATION**

**Proposed Intersection Layout**

Street: 1:200 (A1), 1:400 (A3)

Date: 03 - 07

22W006 - C03



[illegible]



Note:  
The Carpark in accordance with Australian Standard AS2885.1

BLAKE STREET CARPARK

PUBLIC DROP OFF / PICK UP ZONE

New North Lane

EXIST'G NORTH LANE

SCALE 1:100 @A1

SCALE 1:200 @A3

**RP-3 MOBILE FOOD VENDOR PERMITS****Author:** Kent Jarne**Executive:** Scott Gray**Summary:**

Council has recently completed a review of POL 062 – Mobile Food Vendors Trading in Public Places. As a result of this review and feedback from mobile food van operators Council staff are recommending changes on how the policy is implemented.

**Recommendation**

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That Council:

- a increase the cap of 15 to 20 permits issued annually
- b move from an annual permit to a 24-month permit
- c endorse the advertising of an expression of interest for an exclusive licence for the operation of a food van at the Tarcutta Truck Stop
- d receive a further report on the outcome of the expression of interest
- e place the draft 'Mobile Food Vendor trading in public places' Policy (POL 062) on public exhibition for a period of 28 days
- f receive a further report following the public exhibition and submission period:
  - i addressing any submissions made with respect to the proposed 'Mobile Food Vendor trading in public places' Policy (POL 062)
  - ii proposing adoption of the Policy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period

**Report**

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During the period of January to May 2019 a trial allowing the operation of Mobile Food Vendors (MFV) on Council land was completed. Following the success of the trial Council adopted a Mobile Food Vendor Trading in Public Places Policy (POL 062), which saw the first permits issued in December 2019.

In addition to the policy, by way of resolution 19/280, a cap of 10 permits per financial year was introduced. However, market demand for the permits was very strong and six (6) months later, in July 2020, by resolution 20/249, the limit was increased to 15. This has remained the limit since.

Since its inception the Mobile Food Vendor program has received few complaints and has become an appreciated service around Wagga Wagga. The presence of food vendors has also added to the activity in and around various locations when they are operating. As the success of the program has increased more potential small business operators are recognising the opportunity the program presents. This has increased the number of enquiries for MFV permits. With all 15 permits having now been issued the capped supply model is limiting the potential of the program.

## The current issue

During the 2021/22 financial year Council Staff received multiple MVF permit enquiries which have not been able to be met due to the permit cap.

The initial limit of 10 was introduced due to the MFV program being in trial phase and subsequently increased to 15 to allow additional access by interested parties. However, as part of a regular program review it has been identified that not all permit holders are operating on a regular basis. Some permit holders do not operate at all on public land and solely attend events where a permit is not required. The reason they hold the permit is to keep the option to trade on public land open for their business if they decide to in the future. Unfortunately, this causes other potential active users to be denied a permit due to the current cap.

The capping of the MVF permits was initially adopted as a way of balancing the activities of Mobile Food Vans whilst limiting the impact on existing bricks and mortar businesses. The MFV are also required to operate a minimum 200 metres away from an existing business for the same reason.

Within the current 15 operators it has been identified that a majority of the MFV are serving coffee and small treats and not larger food items. Although this raises a concern around oversaturation of coffee serving facilities, it is noted that this is a market competition issue which will self-regulate as demand rises and falls.

To reduce the amount of permit holders that are not operating on public land and simply hold a mobile food vendor license to keep their options open, it is proposed that vendors be requested to provide a report annually of their activities. It is also proposed that vendors be required to operate a minimum 26 instances per year for the duration of the license. If the minimum requirement has not been met, then following consideration of other potential other factors it is proposed that these licences not be renewed in order to make them available for other businesses.

It is proposed that in addition to this monitoring that Council increase the cap to 20 permits to cater for growth in mobile food vendor requests.

It is also proposed that Council advertise an EOI for a permanent MFV at the Tarcutta Truck Stop location on a commercial exclusive basis to cater for the high demand in this precinct. It is proposed that within this EOI there be additional conditions imposed that restrict the operational hours in order to reduce the competition with the existing food vendors in Tarcutta whilst still providing a service for truck drivers after hours when no other food and drinks options are open.

A comparison of 8 Councils from across Australia has found that there are slight differences between how each council approaches the regulations around how MFV can operate but the fees are similar. This is with the exception of Albury City Council who charges \$3,680.00. However, the Albury policy operates differently from Wagga's in the sense that they lease out an exclusive spot for 1 year.

Council Price	Coffs								
	Wagga	Albury	Newcastle	Harbour	Dubbo	Townsville	Sydney	Brisbane	Perth
	\$405.00	\$3,680.00	\$385.00	\$ 171.00	\$550.00	\$544.00	\$400.00	\$819.15	\$1,200.00



Council's permits were originally \$385. However, within the 2022/23 adopted fees and charges Council's fee is currently \$405. This fee has been developed to cover the administration cost of the administering the permits. Following the implementation of the proposed changes a review of administration costs will be completed prior to the adoption of the next fees and charges to ensure the fee allows full cost recovery.

As a result of the proposed changes, minor alterations to policy are required. It is proposed that the amended policy be put on public exhibition prior to a further report being presented to Council on the outcomes of the EOI.

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### **Financial Implications**

It is expected the proposed changes could generate an additional \$2,025 of income per year for the issuing of the additional 5 licences.

The return from the Tarcutta truck Stop EOI is unknown but it is expected that it would generate income significantly above a \$405 licence fee.

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### **Policy and Legislation**

POL 062 – Mobile Food Vendors Trading in Public Places

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### **Link to Strategic Plan**

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#### **Growing Economy**

Objective: We are a Regional Capital

Outcome: We attract and support local businesses and industry

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### **Risk Management Issues for Council**

Risks associated with the operation of the MFV program include WH&S risk associated with the operation, enforcement of regulations and reputational risk associated with the perception of impact on bricks and mortar businesses.

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### **Internal / External Consultation**

Internal Consultation has been held with the Economic Development, Property and City Strategy Divisions of Council

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### **Attachments**

- 1  Draft Mobile Food Vendore Trading in Public Places Policy - POL-062.

# Mobile Food Vendor Trading in Public Places (Parks and Reserves)

**Reference number:** POL 062  
**Approval date:** 28 October 2019  
**Policy owner:** Regional Activation  
**Next review:** October 2021

Wagga Wagga City Council vision for the future is:

*In 2040 Wagga Wagga will be a thriving, innovative, connected and inclusive community on the Murrumbidgee River. Rich in opportunity, choice, learning and environment, Wagga is a place where paths cross and people meet. (Wagga View - Community Strategic Plan 2040)*

One way to encourage people to meet and the community to thrive is to further activate the city's public spaces with expanded access to food outlets. This policy has been developed to guide mobile food vendor activity. It seeks to be well balanced by facilitating mobile food vendor operations while protecting public health, safe-guarding local business proprietor interests and maintaining community welfare in public spaces.

## Purpose

The Policy aims to:

- a) Guide the consideration of Trader Permits for high quality food-vending activities in a balanced manner that enhances usage and achieves positive community outcomes;
- b) Encourage the use of parks and reserves for mobile food vendors as a means of enhancing community experiences that flow from the activation of shared public spaces;
- c) Enhance community wellbeing; economically, socially and environmentally. Through this policy, Council seeks to support business activities that do not have a detrimental impact on surrounding businesses, residences or public property;
- d) Ensure that mobile food vendors operate in accordance with the rules and restrictions on lawful parking spaces on Council-owned roads;
- e) Ensure that food sold through mobile food vendors is safe and fit for human consumption;
- f) Provide guidance and assistance to people wanting to operate a mobile food vendor on Council-owned roads in the Wagga Wagga Local Government Area;
- g) Ensure the construction, fitting out and facilities for cleaning utensils, articles, fittings and appliances in vehicles are adequate;
- h) Minimise any potential adverse impacts of mobile food vendors;
- i) Ensure the safe operation of mobile food vendors;



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## POL 062 – Mobile Food Vendor Trading in Public Places (Parks and Reserves)

- j) Ensure the operation of mobile food vendors does not increase litter or waste in, or from the trading location; and
- k) Ensure that the operation of the mobile food vendor does not adversely impact any surrounding sensitive land uses, and in particular residential amenity.

### Scope

Council supports the operation of mobile food vendors to enliven the Wagga Wagga LGA and encourage diversity in food options.

The purpose of the Policy is to provide the framework for the operation of mobile food vehicles in the Wagga Wagga LGA. The Policy sets out the relevant legislative requirements for safe food handling and preparation practices and establishes the on-street trading parameters. The Policy also supplements provisions of the Local Government Act 1993, the Local Government (General) Regulation 2005, the Roads Act 1993, the Roads Regulation 2008, the Food Act 2003 and the Food Regulation 2015.

The Policy applies to Council owned roads and other public places within the Wagga Wagga LGA.

This Policy does not apply to mobile food vendors who are;

- trading in accordance with a development consent or the provisions of the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 on private land
- trading on public land in accordance with an approved event

### Responsibilities

Councils have general responsibilities for the stewardship and management of public roads and public places. Councils have specific powers and responsibilities under the Local Government Act 1993 to control street vending activity and the Roads Act 1993, gives Councils power to control footway restaurants and structures on public roads. Under the Local Government Act 1993, Councils may use local approval policies to establish formal criteria for street vending approvals.

Roads and Maritime Services (RMS), in principle, does not favour street vending activities on classified roads for traffic flow and safety reasons. However, (RMS) encourage mobile food vendors to utilise rest areas on highways in accordance with the Mobile Vending in Rest Areas policy (PN 271).

NSW Police may undertake enforcement of the road transport legislation in relation to street vending activities.

Mobile Food Vehicle operator:

- a) In the first instance discuss your mobile food vendor proposal with Council by phoning 1300 292 442. If the proposal is considered feasible, continue with the following steps.
  - 1. Register the Mobile Food Vehicle with Council using the relevant form. See [www.wagga.nsw.gov.au](http://www.wagga.nsw.gov.au). The appropriate application form is the Application for Food Stall at Temporary/Special Event document. Allow 2 weeks for processing.

## POL 062 – Mobile Food Vendor Trading in Public Places (Parks and Reserves)

2. Provide Council with written documentation outlining operator processes for ensuring the safety of users and the general public. This will include details regarding; vehicle, types of goods and services to be traded, a site risk assessment and safe operating procedures.
3. All mobile food vendors should be fully self-contained and not rely on Council to provide power, water or sewer services.

### Approval Arrangements

The Policy applies to the following activity, as specified in the Table under Section 68 of the Local Government Act 1993: "Use a standing vehicle or any article for the purpose of selling any article in a public place" For the purposes of the Policy a 'standing vehicle' includes any food vehicle that has stopped to make a sale, or with the intention to sell.

In accordance with Section 165(4) of the Local Government Act 1993, the Policy is automatically revoked at the expiration of 12 months after the declaration of the poll for a general election of Council, unless Council revokes the Policy sooner.

### Review procedures

The Policy is a Local Approvals Policy prepared and adopted under Section 158 of the Local Government Act 1993. The Policy will be reviewed every 12 months from the date of commencement.

### Policy Provisions

#### 1.1 Exemptions from the necessity to obtain Approval

There are no exemptions under the Policy for mobile food vehicles.

**Note:** Section 158(3) of the Local Government Act 1993 requires a Local Approvals Policy to specify the circumstances (if any) in which a person would be exempt from the necessity to obtain a particular approval from Council. To ensure the safety of food for human consumption, there will be no exemptions for compliance with the Policy in relation to mobile food vehicles.

#### 1.2 Criteria Council must consider when determining applications for mobile food vendors

##### 1.2.1 General Requirements of mobile food vendors

- a) Approval under the Local Government Act 1993 is required prior to commencement of operation of a mobile food vehicle on a Council owned road. A mobile food vendor operating without the required approval is an offence.
- b) An application for approval to use a mobile food vehicle is to be made on the approved form. The prescribed fee is also to be paid before the application is assessed.
- c) Prior to the issue of an approval under this Policy, the mobile food vehicle is to be made available for inspection by Council's Regulatory Services officer/s. Council will charge a fee for inspecting the mobile food vehicle as per Council's adopted Fees and Charges Schedule.

## POL 062 – Mobile Food Vendor Trading in Public Places (Parks and Reserves)

- d) All approvals will be issued with an end date of 30 June **every second year**, to enable a semi-annual review and re-issue of approvals.
- e) **If the permit application is a renewal, the applicant must submit a report to Council outlining a minimum of 26 instances per year where they have been trading on Council land covered by this policy. If this minimum requirement is not met, the applicant will not be granted a renewal for the next period.**
- f) Operators are to notify the food business to Council using the relevant form found on Council website at [www.wagga.nsw.gov.au](http://www.wagga.nsw.gov.au)
- g) Applications to renew approvals are to be lodged with Council prior to the expiration of current approvals.
- h) The criteria to be used in the assessment of a mobile food vendor for approval will include all the relevant provisions contained in the standards as set out in Part 2 of the Policy, the Food Act 2003, Food Regulation 2015 and the Food Standards Codes.
- i) Approvals will be issued subject to conditions, including but not limited to compliance with the Policy.
- j) Only the sale of foodstuffs and drinks will be allowed by mobile food vendors. No sale of alcohol, cigarettes or other products from mobile food vehicles will be approved.
- k) The applicant is to submit a copy of a broad form public liability insurance indemnifying the applicant against any actions, suits, claims, demands or proceedings for death or injury to any third party or parties or loss of, or damage to, any property, with an indemnity amount of not less than \$10,000,000 per occurrence and noting Council as an interested party. The Insurance is to be valid at all times from the date of approval through to the date the approval lapses.
- l) The applicant is to submit copies of valid insurance policies that protect the applicant:
  - a. Against any injury to any third party or parties under Compulsory Third-Party Insurance as required by the NSW Motor Accidents Act 1988; and
  - b. Against loss of, or damage to, any property whatsoever caused by the use of the vehicle when being driven by the Licensee, an employee of the Licensee, an independent contractor or any other person (including a person not employed by the Licensee). The policy is to have a limit of indemnity of not less than \$20,000,000 and shall be extended to include "CTP Gap Coverage Endorsement" cover. The policy shall note the interest of the Council as an insured.
  - c. The Insurance is to be valid at all times from the date of approval through to the date the approval lapses.

### 1.3 Criteria Council must consider when determining an application to operate a food vehicle

#### 1.3.1 Location

Authorised food vehicles may operate in the Wagga Wagga LGA except in the area indicated in Appendix 1.

Mobile food vendors permitted to operate on Council-owned roads are to:

- a) Be located within existing lawful parking spaces
- b) Comply with the local parking restrictions



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## POL 062 – Mobile Food Vendor Trading in Public Places (Parks and Reserves)

- c) Comply with relevant road rules

Mobile food vendors permitted to operate on Council-owned roads must not:

- a) Operate within 200 metres of a food and drink premise or boundary of an event licensed or approved to occur on Council land (this includes sporting group canteens)
- b) Sell to any person that is standing on a roadway (restriction includes carparks and other areas where customers could be standing in active vehicle pathways)
- c) Be within five (5) metres of an intersection when making a sale, or attempting to make a sale
- d) Impact on bicycle lanes, pedestrian ramps, footpaths, public street furniture, fire hydrants, telephone booths and post boxes, or the like
- e) Be longer than 7.5m unless a separate Road Occupancy Permit is sought
- f) Remain in any public, on-road location overnight
- g) Provide tables or chairs, or other seating or furniture

### 1.3.2 Proximity to existing comparable premises

No operating mobile food vendor is to be positioned within 200m of an operating food service premise or kiosk. This minimum distance requirement is measured in a straight line from the closest point of the food vehicle (location) to the main entrance of a food and drink premise, or kiosk, or boundary of a licensed event area.

### 1.3.3 Parked mobile food vendors are to operate so as to:

- a) Not impact on or conflict with any marked bicycle lanes;
- b) Ensure access to pedestrian ramps and footpaths are not compromised;
- c) Ensure that access or egress from any building is not restricted by the operation of the food vehicle; and
- d) Ensure access to public street furniture such as seats, bicycle parking, drinking fountains, rubbish bins, fire hydrants, telephone booths and post boxes or the like.

**Note:** Council will use the following principles in determining the suitability of any mobile food vendor locations:

- Land use zoning and permissible uses within that zone (compatibility considerations)
- Proximity to residential properties (potential residential amenity impacts)
- Proposed hours of operation (consideration of other food and drink premises in proposed location)
- Road, road-user and pedestrian safety
- Availability of alternate locations

### 1.3.4 Vehicle Specifications

- Food vehicles must be no wider than 2.5m.
- Additionally, vehicles 7.5m or greater in length may require separate Road Occupancy Permits.

## POL 062 – Mobile Food Vendor Trading in Public Places (Parks and Reserves)

**1.3.5 Registration Requirements**

- If the mobile food vendor is based in the Wagga Wagga LGA, the operator will need to complete and submit the Food Business Registration form available from Council's website at [www.wagga.nsw.gov.au](http://www.wagga.nsw.gov.au). Upon being registered, the mobile food vendor will be inspected in accordance with their risk category.
- Should the mobile food vendor be based outside of the Wagga Wagga LGA, the operator will need to complete the Temporary Food Staff Application Form and provide a copy of a current (within the last 12 months) inspection report from the Council that the vehicle is registered.

**1.3.6 General Requirements in Accordance with Food Safety Standard 3.2.3**

The design and construction of a mobile food vehicle is to:

- a) Be appropriate for the types of food produced and activities conducted;
- b) Provide adequate space for all activities and for all equipment to be used or stored;
- c) Allow easy cleaning/sanitising procedures of all structures and equipment;
- d) Prevent entry of pests, dust, fumes, smoke and other contaminants; and
- e) Exclude favourable sites for pests to harbour (live and breed).

Further details on these requirements are contained within the Guidelines for Mobile Food Vending Vehicles, prepared by the NSW Food Authority. All mobile food vendors approved by Council are required to comply with these guidelines.

**1.4 Other matters relating to approvals for mobile food vendors****1.4.1 Permitted days and hours of operation**

The use of Council-owned roads for the purpose of operating a mobile food vehicle is restricted to 6:00am to 10:00pm each day, inclusive of set up and pack up times. Mobile food vehicles are not to remain in any on-road location overnight.

**1.4.2 Serving**

Mobile food vendors are not to operate with their serving window opening onto any part of a vehicular carriageway or a cycleway.

**1.4.3 Customer seating**

The placement of tables, chairs or other seating apparatus is not permitted at any time.

**1.4.4 Waste Management and Recycling**

Provisions for waste management are to include the following:

- a) Mobile food vendors are responsible for the waste materials generated during the trading period. Waste materials such as food packaging should be collected in bins or suitable receptacles, bagged or contained, and stored and disposed of at the cost of the operator.
- b) Any waste produced by the operation of the mobile food vendor is to be removed from the site via the mobile food vehicle at the end of the trading period.
- c) The trading area is to be left in a clean and tidy condition at the end of each trading interval.

## POL 062 – Mobile Food Vendor Trading in Public Places (Parks and Reserves)

- d) The trading approval holder is liable to reimburse Council for any cleaning cost incurred by Council during the duration of the trading period as a result of the operation of the mobile food vehicle.
- e) Disposal of all liquid wastes generated within the mobile food vehicle is to be discharged to the sewer or as approved by an authorised Council Officer. Under no circumstances is liquid waste to be discharged to the ground or in the stormwater drain.
- f) Details of liquid waste and garbage disposal arrangements must be supplied with the application for the mobile food vehicle.
- g) Where feasible the packaging used for the sale of food should be selected for its suitability for recycling in the Wagga Wagga LGA. Details are available on the Council website on <http://www.wagga.nsw.gov.au>

**Note:** Approval of a mobile food vehicle is subject to compliance with the requirements of the Food Act 2003, Food Standard Code and all other conditions of approval.

The mobile food vendor approval issued by Council is to be displayed in a location that is clearly visible to customers at all times during operation. A copy of the full approval document is to be kept within the vehicle at all times and made available to an authorised Council officer upon request.

Failure to adhere to any condition of approval and/or legislative requirement may result in modification, suspension or revocation of an approval, in addition to the potential issuing of fines.

#### 1.4.5 Signage

An Approval under the Policy does not infer any approval for the erection or display of any sign or sign structure not directly attached to the mobile food vehicles. The Policy does not allow the use of any temporary signage (e.g. A-frame boards) in association with the operation of any mobile food vehicle.

#### 1.4.6 Animals and Pests

All practicable measures are to be taken to prevent pests (including birds, spiders and flying insects) from entering or remaining in the vehicle. No animal is permitted to enter any vehicle, whether the vehicle is in operation or not.

#### 1.4.7 Water supply

The vehicle must be provided with an adequate supply of potable water stored in approved containers and suitably protected against contamination, for hand washing, cleaning equipment and for use of food preparation. There must also be an adequate supply of hot water for these purposes. The vehicle is to be equipped with a waste water tank external to the vehicle, of at least 50 litre capacity with an outlet of sufficient diameter to facilitate easy flushing and cleaning. All hot water for washing purposes is to be supplied from a suitable hot water system and should be piped so it can be mixed with cold water.

#### 1.4.8 Control of pollution

Operators are to comply with the Protection of the Environment Operations Act 1997, which contains provisions relating to pollution, including prevention of offensive noise, smoke, odour and wastewater discharges.



## POL 062 – Mobile Food Vendor Trading in Public Places (Parks and Reserves)

Note: Council has prepared a Local Approvals Policy for Waste Management in a public place which addresses the management of commercial waste in a public place.

Noise: the emission of noise associated with the use of the vehicle, including the operation of any mechanical plant and equipment, is to comply with the following:

- a) The use of the vehicle must be controlled so that any emitted noise is at a level so as not to create an "offensive noise" as defined in the Protection of the Environment Operations Act 1997.
- b) If any noise complaints are received and substantiated by an authorised Council officer, the officer may direct that the use of the food vehicle/business is to be suspended or moderated to prevent nuisance until attenuation measures are completed and Council has confirmed in writing that the use may resume.
- c) The operation of a mobile food vehicle is not to involve the use of any bell, music or other sound device to attract customers, nor while the vehicle is stationary.

### 1.4.9 Odour

If any odour or smoke complaints are received and substantiated by an authorised Council officer, then the use of the vehicle or apparatus is to be moderated as directed by an authorised Council Officer as deemed necessary to prevent nuisance.

### 1.4.10 Food handling

The requirements for the handling of food for sale and human consumption are outlined in the Food Standards Code. The requirements also apply to pre-packaged food and low-risk food. Fact Sheets and user guides are available on the Food Standards Australia New Zealand website ([www.foodstandards.gov.au](http://www.foodstandards.gov.au)).

### 1.4.11 Preparing food at home

A separate application and approval will be required for the preparation of food as part of a home business.

### 1.4.12 Use of separate premises

Where the operation of the mobile food vehicle involves the use of premises within the Wagga Wagga LGA, for the storage or preparation of food in conjunction with a mobile food vehicle, a Development Consent for such use may be required under the Environmental Planning and Assessment Act 1979. Any change in the permanent facilities is to be notified to Council.

### 1.4.13 Maintenance

The vehicle and its associated fixtures, fittings and equipment must be kept clean and in a good state of repair and working order, free from dirt, fumes, smoke, foul odours and other contaminants.

### 1.4.14 Non-compliance

Council's Authorised Officers may issue penalty infringement notices, orders, clean up notices, prevention notices or court attendance notices for noncompliance with the Policy and all related

## POL 062 – Mobile Food Vendor Trading in Public Places (Parks and Reserves)

offences. Serious pollution incidences can also be prosecuted by state agencies such as the NSW Environment Protection Authority.

### 1.4.15 Fees and charges

The mobile food vendor will be required to pay the following charges

- a) A fee for inspecting the mobile food vehicle as per Council's adopted Fees and Charges Schedule
- b) A Section 68 Part F(7) Approval Fee as per Council's adopted Fees and Charges Schedule.

### 1.5 Contact Information

Please contact Council or the NSW Food Authority for further information relating to information contained within the Policy.

#### **Wagga Wagga City Council**

Tel: (02) 6926 9100

Website: [www.wagga.nsw.gov.au](http://www.wagga.nsw.gov.au)

#### **NSW Food Authority**

Tel: 1300 552 406

Fax: (02) 9647 0026

Website: <http://www.foodauthority.nsw.gov.au> Email: [contact@foodauthority.nsw.gov.au](mailto:contact@foodauthority.nsw.gov.au)

#### **Food Standards Australia/New Zealand**

Website: <http://foodstandards.gov.au>

Food Standards Code: <http://foodstandards.gov.au/foodstandards/foodstandardscode/>

## Legislative Context

The following documents are related to the Policy:

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Food Act 2003
- Food Standards Code
- Food Regulation 2015
- Roads Act 1993
- Roads Regulation 2008
- Environmental Planning and Assessment Act 1979

## Related Documents

The following documents are related to the Policy:

- Guidelines for Mobile Food Vending Vehicles (available on the NSW Government Authority Food website <http://www.foodauthority.nsw.gov.au/>)



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## POL 062 – Mobile Food Vendor Trading in Public Places (Parks and Reserves)

- Office of Local Government Street Vending Control Guidelines

**Definitions**

Term	Definition
Mobile food vehicle	is a vehicle used for on-site food preparation/handling (e.g. hamburgers, hot dogs and kebabs), one-step food preparation (e.g. popcorn, fairy floss, coffee) and/or the sale of any type of food, including pre-packaged food.
Council-owned land	includes all of the land used for vehicular traffic and parking, as well as any footway, shoulder, kerb, and gutter.
Vehicular	involving or by means of a vehicle or vehicles.
Term	Definition
Carriageway	each of the two sides of a dual carriageway or motorway, each of which usually have two or more lanes.
Cycleway	a path or road for bicycles and not motor vehicles.

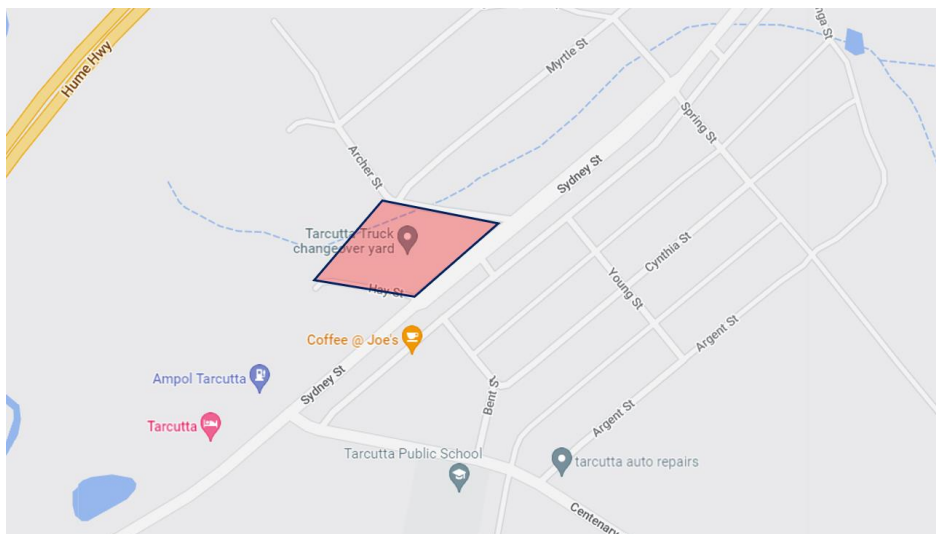
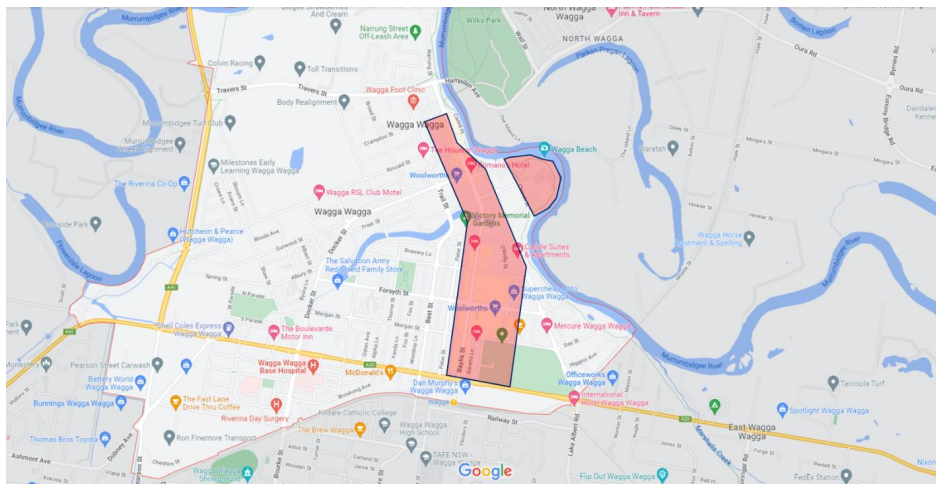
**Revision History**

Revision number	Council resolution	Council meeting date
1	Res No: 19/380	28 October 2019
2		

## POL 062 – Mobile Food Vendor Trading in Public Places (Parks and Reserves)

## Appendix

## Restricted Trading Location For Mobile Food Vendors



**RP-4 ANNUAL GRANTS PROGRAM 2022/23 - YOUTH LED INITIATIVES****Author:** Madeleine Scully**Executive:** Janice Summerhayes**Summary:**

Council's Annual Grants Program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business. The program offers the opportunity for individuals, community groups and organisations to apply for funding for a range of programs and activities across the Local Government Area.

The total amount of funding available in the 2022/23 financial year is \$202,000. The 2021/22 remaining uncommitted funds from COVID impacted projects that did not proceed totalling \$40,640 has been included in the carryover budget as detailed in the Finance Report within this business paper, bringing the total funding available for 2022/23 to \$242,640.

The Annual Grants Program funding priorities continued to focus on areas within the Local Government Area that have high levels of social and community disadvantage. The annual grants application period opened on Monday 7 March 2022 and closed on Monday 9 May 2022. This report provides details regarding the Youth Led Initiatives category for 2022/23.

**Recommendation**

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That Council:

- a approve the successful applications for the Youth Led Initiatives category of the Annual Grants Program 22/23 as detailed in the report totalling \$4,300
- b approve the budget transfers as detailed in the financial implications section of the report

**Report**

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The Annual Grants Program 2022/23 consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business. Each category is reported as a separate report to allow Councillors to consider pecuniary or non-pecuniary interests in each report and annual grants category.

Each category is reported as a separate report to allow Councillors to consider pecuniary or non-pecuniary interests in each report and annual grants category. An overall total of 97 applications were received for assessment in the Annual Grants Program 2022/23, with \$242,640 available inclusive of the 2021/22 uncommitted funds. The total amount of funding requested by the community across all categories

was \$533,647. All categories in the Annual Grants Program 2022/23 were oversubscribed, except for the Youth Led Initiatives and Rural Halls categories.

A total of three applications were received in the Annual Grants Program 22/23 Youth Led Initiatives category. Applications were assessed with the panel comprising of a Councillor, independent community representatives and staff. Panel members were Councillor Dan Hayes, Council's Social Planning Coordinator, and an independent community representative, Bianca Lubke.

Of the three applications received a total of \$9,000 was requested with \$20,719 available. Two applications were successful, with one fully funded and one part funded. One application was unsuccessful. The total amount of unallocated funds was \$16,419. The following table details the successful applications received. A list of unsuccessful applicants has been provided under separate cover to Councillors.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
Saasha McMillan	Samuel Davis, 22, will run a series of Art workshops as part of Alphabet Soups weekly meetups. Alphabet soup gets higher attendance when there is an activity to do whilst catching up, and this also encourages skills building and teamwork. Sam Davis is a queer trans person who would like to extend support to queer young people.	\$3,000	\$3,000	Fully funded. Detailed application with clear objectives and outcomes.
Multicultural Council of Wagga Wagga	Members of the Multicultural Council of Wagga Wagga's Youth As Ambassadors program are seeking support to purchase additional digital technology resources to assist in program facilitation including the weekly Jobs Club, Driver Licensing Access Program and Tech Savvy Communities Program.	\$3,000	\$1,300	Partially funded. Detailed application with clear objectives and outcomes, however, does not demonstrate clear alignment with all funding priorities.
	<b>TOTAL</b>	<b>\$6,000</b>	<b>\$4,300</b>	

## Financial Implications

Annual Grants Category Description	Total Budget Available	Total funds Allocated	Total Funds Unallocated
Youth Led Initiatives	\$ 20,719	\$4,300	\$16,419

Please note the original budget for the 2022/23 Youth Led Initiatives category was \$15,000 with an additional \$5,719 uncommitted funds and made available in the Youth Led Initiatives category.

It is proposed the unallocated funds for this category of \$16,419 be transferred to 2022/23 Youth Community Engagement Projects which will contribute toward the services Council can provide to the community for the financial year. This category of funding will be reviewed for the best way to financial support youth initiatives prior to the next Annual Grants funding round for 2023/24 financial year.

## Policy and Legislation

POL 078 – Financial Assistance Policy.

## Link to Strategic Plan

## Community Place and Identity

Objective: We have opportunities to connect with others

Outcome: Groups, programs and activities bring us together

## Risk Management Issues for Council

N/A

## Internal / External Consultation

Extensive advertising and media communication was undertaken to promote the 2022/23 Annual Grants Program on all Council platforms. A community engagement workshop was held on 24 March 2022. Council staff proactively contacted community networks to promote the annual grants program and to provide assistance in the preparation of applications.

	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																	
Involve				☒	☒	☒		☒						☒			☒



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## Attachments

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1. Annual Grants Program 2022-23 - Unsuccessful Applicants - Youth-Led Initiatives

*This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. - Provided under separate cover*

**RP-5 ANNUAL GRANTS PROGRAM 2022/23 - RECREATIONAL FACILITIES****Author:** Madeleine Scully**Executive:** Janice Summerhayes**Summary:**

Council's Annual Grants Program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business. The program offers the opportunity for individuals, community groups and organisations to apply for funding for a range of programs and activities across the Local Government Area.

The total amount of funding available in the 2022/23 financial year is \$202,000. The 2021/22 remaining uncommitted funds from COVID impacted projects that did not proceed totalling \$40,640 has been included in the carryover budget as detailed in the Finance Report within this business paper, bringing the total funding available for 2022/23 to \$242,640.

The Annual Grants Program funding priorities continued to focus on areas within the Local Government Area that have high levels of social and community disadvantage. The annual grants application period opened on Monday 7 March 2022 and closed on Monday 9 May 2022. This report provides details regarding the Recreational Facilities category for 2022/23.

**Recommendation**

That Council approve the successful applications for the Recreational Facilities category of the Annual Grants Program 2022/23 as detailed in the report totalling \$30,000.

**Report**

The Annual Grants Program 2022/23 consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business.

Each category is reported as a separate report to allow Councillors to consider pecuniary or non-pecuniary interests in each report and annual grants category. An overall total of 97 applications were received for assessment in the Annual Grants Program 2022/23, with \$242,640 available inclusive of the 2021/22 uncommitted funds. The total amount of funding requested by the community across all categories was \$533,647. All categories in the Annual Grants Program 2022/23 were oversubscribed, except for the Youth Led and Rural Halls categories.

A total of six applications were received in the Annual Grants Program 2022/23 – Recreational Facilities category. Applications were assessed with the panel comprising of a Councillor, independent community representatives and staff. Panel members were Councillor Rod Kendall, Council's Strategic Recreation Officer, Council's Parks and Recreation Officer and an independent community representative, Luke Olsen.

Of the six applications received a total of \$34,124 was requested with \$30,000 available. All six applications were successful, either fully funded or part funded. The total amount of unallocated funds is \$0. The following table details the successful applications received with information regarding one project recommended for funding provided under separate cover to Councillors.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Funding
Information provided under separate cover to Councillors	Information provided under separate cover to Councillors	\$7,500	\$7,500	Information provided under separate cover to Councillors
Wagga Rugby League Inc	Wagga Rugby League Inc (WRL) require 2 deep fryers to complement three large deep fryers which are hired for the annual Group 9 Grand Final, and the annual Canberra Raiders NRL match. Due to the sheer volume of patrons expected for the Canberra Raiders matches each year, WRL requires 2 additional fryers to serve the patrons quickly and safely.	\$1,824	\$912	Part funding due to funding available and the number of applications received. Application indicates they are willing to accept part funding.
Wagga Wagga Combined Hockey Assoc	Infrastructure and equipment to provide WIFI access to WWCHA clubrooms & extend signal to both playing fields for the management and recording of weekly competition structure & results.	\$2,300	\$2,300	Fully funded. Detailed application with clear objectives and outcomes
Wagga Wagga Junior Rugby League Inc	Wagga JRL has a project in progress, to create new dressing sheds and female changing rooms for both referees and players. The purpose of any funding received is to add a	\$7,500	\$7,500	Fully funded. Detailed application with clear objectives and outcomes

	verandah (awning) on the front of the amenities building currently under construction (western facing); to provide additional shelter for the parents and players and to provide additional shade in summer periods (when the fields are utilised by Wagga Cricket Clubs).			
Wagga Wagga Junior Rugby Union Incorporated	Purchasing a storage container to live on site at the Connolly Oval to allow us to store all training equipment and purchase better training equipment.	\$7,500	\$5,425	Part funding due to funding available and the number of applications received. Application indicates they are willing to accept part funding.
Wagga Wagga Netball Incorporated	Streamline the PA system between the Equex Stadium and the outside court  Facilities by installing a system to upgrade the outside court PA system and link to the Stadium PA.  Enabling us to further assist those in our Wagga and surrounding areas to utilise both areas seamlessly.	\$7,500	\$6,363	Part funding due to funding available and the number of applications received. Application indicates they are willing to accept part funding.
	<b>TOTAL</b>	<b>\$34,124</b>	<b>\$30,000</b>	

## Financial Implications

Annual Grants Category Description	Total Budget Available	Total funds Allocated	Total Funds Unallocated
Recreational Facilities	\$30,000	\$30,000	\$0

## Policy and Legislation

POL 078 – Financial Assistance Policy.

## Link to Strategic Plan

## Community Place and Identity

Objective: We have opportunities to connect with others

Outcome: Groups, programs and activities bring us together

## Risk Management Issues for Council

N/A

## Internal / External Consultation

Extensive advertising and media communication was undertaken to promote the Annual Grants Program 2022/23 on all Council platforms. A community engagement workshop was held on 24 March 2022. Council staff proactively contacted community networks to promote the annual grants program and to provide assistance in the preparation of applications

	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																	

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## Attachments

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1. Annual Grants 2022 - 2023 Recreational Facilities Category

*This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. - Provided under separate cover*

**RP-6 ANNUAL GRANTS PROGRAM 2022/23 - EVENTS****Author:** Madeleine Scully**Executive:** Janice Summerhayes**Summary:**

Council's Annual Grants Program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business. The program offers the opportunity for individuals, community groups and organisations to apply for funding for a range of programs and activities across the Local Government Area.

The total amount of funding available in the 2022/23 financial year is \$202,000. The 2021/22 remaining uncommitted funds from COVID impacted projects that did not proceed totalling \$40,640 has been included in the carryover budget as detailed in the Finance Report within this business paper, bringing the total funding available for 2022/23 to \$242,640.

The Annual Grants Program funding priorities continued to focus on areas within the Local Government Area that have high levels of social and community disadvantage. The annual grants application period opened on Monday 7 March 2022 and closed on Monday 9 May 2022. This report provides details regarding the Events category for 2022/23.

**Recommendation**

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That Council approve the successful applications for the Events category of the Annual Grants Program 2022/23 as detailed in the report totalling \$29,319.

**Report**

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The Annual Grants Program 2022/23 consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business.

Each category is reported as a separate report to allow Councillors to consider pecuniary or non-pecuniary interests in each report and annual grants category. An overall total of 97 applications were received for assessment in the Annual Grants Program 2022/23, with \$242,640 available inclusive of the 2021/22 uncommitted funds. The total amount of funding requested by the community across all categories was \$533,647. All categories in the Annual Grants Program 2022/23 were oversubscribed, except for the Youth Led Initiatives and Rural Halls categories.

A total of fourteen applications received in the Annual Grants Program 2022/23 - Events category. Applications were assessed with the panel comprising of a Councillor, independent community representatives and staff. Panel members were Councillor Dan Hayes, Council's Events Officer, and an independent community representative, David Yeates.



Of the fourteen applications received a total of \$80,356 was requested with \$29,319 available. Out of these applications, six applications were successful, and were either fully funded or part funded. Eight applications were unsuccessful. The total amount of unallocated funds was \$0. The following table details the successful applications received. A list of unsuccessful applicants has been provided under separate cover to Councillors.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
Bidgee Strawberries and Cream	Hold regular monthly events at Bidgee Strawberries and Cream throughout the picking season. They will begin in November, which will coincide with the commencement of the strawberry picking season and conclude on Mother's Day in May. Twilight Picking events during daylight savings on Friday evenings from 4pm - 9pm and the Good Friday and Mother's Day events will be daytime from 10am - 2pm, both with local musicians to provide entertainment for families and people of all ages. The food and services will be provided by other local businesses. These family focus events can include jumping castles, games, treasure hunts, pony rides, sheep feeding, and of course strawberry picking.	\$7,500.00	\$7,500.00	Fully funded. A detailed application with clear objectives and outcomes.
Southern Cross Austereo	Hosting the Australian Army Band Kapooka, Triple M and Hit Riverina will hold the Christmas Spectacular in the new Riverside precinct. This would showcase local celebrities and people of note around town and celebrate the Wagga community after a few tough years. It would be held Sunday evening and we could have entertainment; food vendors and a market style feel to the night.	\$7,500.00	\$7,500.00	Fully funded. A detailed application with clear objectives and outcomes.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
Dr Sam Bowker - The Green Beetle Company	"The Alchemist's Jar" (2022) is a new shadow theatre concert with live music - original, historic, and contemporary - inspired by the storytelling traditions of Egyptian medieval shadow puppetry (khayal al-zill) and orchestral Indonesian/ Malaysian wayang kulit. It will include three live performances in the 211-seat theatre of the CSU Playhouse. This unique event will commission Dr Harold Gretton's pop Baroque instrumentalists from the Riverina Conservatorium of Music and create many custom-designed shadow puppets by the Green Beetle Company (Dr Sam and Melinda Bowker). It includes performers from SOACT, Booranga Writers Centre, & the Creative Industries (Stage and Screen) at Charles Sturt University.	\$7,500.00	\$7,419.00	Part funding due to amount of funding available and the number of applications received. Application indicates they are willing to accept part funding to still proceed with the event.
Tarcutta Hotel	Two pop up art events for the community of Tarcutta and surrounds at the Tarcutta Hotel in August and September 2022. These events will give the community a space to connect in their own way. This project is open to everyone.	\$3,900.00	\$3,900.00	Fully funded. A detailed application with clear objectives and outcomes.
MG Car Club of Wagga Wagga	The MG Car Club of Wagga Wagga is a Club for people who own and/or have an interest in MGs and other British cars in general. People of all ages, experiences and technical	\$2,000.00	\$2,000.00	Fully funded. A detailed application with clear objectives and outcomes.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
	knowledge are welcome to join. The majority of the membership base is made up of our wonderful 60+ age group. The Gathering of the Faithful (GoF), attracts MG enthusiasts from all over Australia, along with car owners and supporters to Wagga Wagga for the annual event. This year celebrates the 25th year of the GoF. Entrants are provided with a relaxed weekend away in Wagga Wagga with an informal dinner on Friday night; car display, car 'run' and CWA afternoon tea and formal dinner on Saturday night.			
Wagga Wagga Leagues Club Swimming Club	The Australian Winter Swimming event is held annually. We have been successful in our application to host the event. Usually there are 400-500 swimmers and 200 additional people travelling with the swimmers. They travel from all over Australia	\$2,450.00	\$1,000.00	Part funding due to amount of funding available and the number of applications received. Application indicates they are willing to accept part funding to still proceed with the event.
	<b>TOTAL</b>	<b>\$30,850.00</b>	<b>\$29,319.00</b>	

## Financial Implications

Annual Grants Category Description	Total Budget Available	Total funds Allocated	Total Funds Unallocated
Events	\$29,319	\$29,319	\$0

## Policy and Legislation

POL 078 – Financial Assistance Policy.

## Link to Strategic Plan

### Community Place and Identity

Objective: We have opportunities to connect with others

Outcome: Groups, programs and activities bring us together

## Risk Management Issues for Council

N/A

## Internal / External Consultation

Extensive advertising and media communication was undertaken to promote the Annual Grants Program 2022/23 on all Council platforms. A community engagement workshop was held on 24 March 2022. Staff proactively contacted community networks to promote the annual grants program and to provide assistance in the preparation of applications.

	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
<b>TIER</b>																	
<b>Consult</b>																	
<b>Involve</b>				☒	☒	☒		☒						☒			☒
<b>Collaborate</b>																	

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## Attachments

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1. Annual Grants Program 2022-23 - Unsuccessful Applicants - Events

*This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. - Provided under separate cover*

**RP-7 ANNUAL GRANTS PROGRAM 2022/23 - RURAL HALLS****Author:** Madeleine Scully**Executive:** Janice Summerhayes**Summary:**

Council's Annual Grants Program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business. The program offers the opportunity for individuals, community groups and organisations to apply for funding for a range of programs and activities across the Local Government Area.

The total amount of funding available in the 2022/23 financial year is \$202,000. The 2021/22 remaining uncommitted funds from COVID impacted projects that did not proceed totalling \$40,640 has been included in the carryover budget as detailed in the Finance Report within this business paper, bringing the total funding available for 2022/23 to \$242,640.

The Annual Grants Program funding priorities continued to focus on areas within the Local Government Area that have high levels of social and community disadvantage. The annual grants application period opened on Monday 7 March 2022 and closed on Monday 9 May 2022. This report provides details regarding the Rural Halls category for 2022/23.

**Recommendation**

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That Council:

- a approve the successful applications for the Rural Halls category of the Annual Grants Program 22/23 as detailed in the report totalling \$23,572
- b approve the budget transfers as detailed in the financial implications section of the report

**Report**

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The Annual Grants 2022/23 program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business.

Each category is reported as a separate report to allow Councillors to consider pecuniary or non-pecuniary interests in each report and annual grants category. An overall total of 97 applications were received for assessment in the Annual Grants Program 2022/23, with \$242,640 available inclusive of the 2021/22 uncommitted funds. The total amount of funding requested by the community across all categories was \$533,647. All categories in the Annual Grants Program 2022/23 were oversubscribed, except for the Youth Led Initiatives and Rural Halls categories.

A total of six applications were received in the Rural Halls category. Applications were assessed with the panel comprising of a Councillor, independent community representatives and staff member. Panel members were Councillor Michael Henderson, Council's Facilities Management Coordinator, and an independent community representative, Ray Birchall.

Of the six applications received a total of \$53,482 was requested with \$25,000 available. Three applications were successful, all fully funded. Three applications were unsuccessful. The total amount of unallocated funds is \$1,428. The following table details the successful applications received. A list of unsuccessful applicants has been provided under separate cover to Councillors.



Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
Collingullie Soldiers Memorial Hall (Collingullie Hall)	Our beloved hall is beginning to look very tired. The exterior was last painted in 1997, some 25 years ago! The hall is one of the first buildings you can see when driving into Collingullie from Wagga, and we want it to make a good first impression.	\$10,000	\$8,900	Part funded. A detailed application with clear objectives and outcomes. 11% removed as GST not funded.
Currawarna Recreation Reserve Committee	Currawarna Community Hall is a local community centre for conducting gatherings and meetings. Also used by the local community as an area for barbeques and for travellers for amenities. Also used by the Electoral Commission to conduct ballots. The Currawarna Rural Fire Brigade use the Hall for meetings and training.	\$7,300	\$6,497	Part funded. A detailed application with clear objectives and outcomes. 11% removed as GST not funded.
Humula Citizens Sports Club	The Club's power mains are only 6mm2 (max 32amp). Demand for premises is 55amps when kitchen is operating. Other works includes repairing incorrectly installed cabling in the bar area, upgrading electricity supply in the kitchen to 2x15amp power points to run certain appliances.	\$9,185	\$8,175	Part funded. A detailed application with clear objectives and outcomes. 11% removed as GST not funded.
	<b>TOTAL</b>	<b>\$26,485</b>	<b>\$23,572</b>	

## Financial Implications

Annual Grants Category Description	Total Budget	Total funds Allocated	Total Funds Unallocated
Rural Halls	\$25,000	\$23,572	\$1,428

It is proposed the unallocated fund for this category of \$1,428 be transferred to the 2022/23 Rural Halls maintenance program, which will contribute toward the services Council can provide to the community for the financial year.

## Policy and Legislation

POL 078 – Financial Assistance Policy.

## Link to Strategic Plan

### Community Place and Identity

Objective: We have opportunities to connect with others

Outcome: Groups, programs and activities bring us together

## Risk Management Issues for Council

N/A

## Internal / External Consultation

Extensive advertising and media communication was undertaken to promote the Annual Grants Program 2022/23 on all Council platforms. A community engagement workshop was held on 24 March 2022. Staff proactively contacted community networks to promote the annual grants program and to provide assistance in the preparation of applications.

	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
<b>TIER</b>																	
<b>Consult</b>																	
<b>Involve</b>				☒	☒	☒		☒						☒			☒
<b>Collaborate</b>																	

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## Attachments

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1. Annual Grants Program 2022-23 - Unsuccessful Applicants - Rural Halls

*This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. - Provided under separate cover*

**RP-8 ANNUAL GRANTS PROGRAM 2022/23 - ARTS, CULTURE AND CREATIVE INDUSTRIES****Author:** Madeleine Scully**Executive:** Janice Summerhayes**Summary:**

Council's Annual Grants Program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business. The program offers the opportunity for individuals, community groups and organisations to apply for funding for a range of programs and activities across the Local Government Area.

The total amount of funding available in the 2022/23 financial year is \$202,000. The 2021/22 remaining uncommitted funds from COVID impacted projects that did not proceed totalling \$40,640 has been included in the carryover budget as detailed in the Finance Report within this business paper, bringing the total funding available for 2022/23 to \$242,640.

The Annual Grants Program funding priorities continued to focus on areas within the Local Government Area that have high levels of social and community disadvantage. The annual grants application period opened on Monday 7 March 2022 and closed on Monday 9 May 2022. This report provides details regarding the Arts, Culture & Creative Industries category for 2022/23.

**Recommendation**

That Council approve the successful applications for the Arts, Culture & Creative Industries Category of the Annual Grants Program 2022/23 as detailed in the report totalling \$30,077.

**Report**

The Annual Grants Program 2022/23 consists of ten grant categories: Arts, Culture and Creative Industries, Community Programs and Projects, Events, Local Heritage, Natural Environment, Neighbourhood and Rural Villages, Recreational Facilities, Rural Halls, Youth Led Initiatives and Small Business. Each category is reported as a separate report to allow Councillors to consider pecuniary or non-pecuniary interests in each report and annual grants category.

A total of 97 applications were received for assessment in the Annual Grants Program 2022/23, with \$242,640 available inclusive of 2021/22 uncommitted funds. The total amount of funding requested by the community across all categories was \$533,647. All categories in the Annual Grants Program 2022/23 were oversubscribed, except for the Youth Led Initiatives and Rural Halls categories.

A total of nine applications were received in the Annual Grants Program 2022/23 – Arts, Culture & Creative Industries category. Applications were assessed with the panel comprising of a Councillor, independent community representatives and staff. Panel members were Councillor Jenny McKinnon, Council's Cultural Officer, and independent community representative, Kate Allman.

Of the nine applications received a total of \$37,670 was requested with \$30,077 available. Out of these applications, eight applications were successful, either fully funded or part funded. One application was unsuccessful. The total amount of unallocated funds is \$0. The following table details the successful applications received. A list of unsuccessful applicants has been provided under separate cover to Councillors.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Funding
Blue Ark Films	Blue Ark Films is located in Wagga Wagga. Our team consists of both females and males, First Nations people and members of the LGBTQIA+ community. We want to showcase different life experiences and stories to a wide audience in a cinematic format.	\$5,000.00	\$5,000.00	Fully funded. Detailed application with clear objectives and outcomes.
Dane Simpson	We will host 10 x Comedy Workshops in Wagga Wagga. Each Comedy Workshop will be run by a Comedian with significant qualifications.  Local people interested in performing Stand Up comedy will have access to a professional comedian, in an intimate setting and will be given the skills to grow as performers.	\$5,000.00	\$5,000.00	Fully funded. Detailed application with clear objectives and outcomes.
Harold Gretton	With the Grant from WWCC, the quartet will record an album, including new works as well as other works from its repertoire, much of which is original. The recordings will be made locally, with recording engineer, David Wilson. Mastering will be done by Bob Scott, a prestigious classical music specialist mastering engineer in Sydney.	\$2,916.00	\$2,916.00	Fully funded. Detailed application with clear objectives and outcomes.
KimBaker.Design	To paint a welcoming and vibrant kids landscape mural on the cubby house walls located at Livvi's Place Park, Bolton Park, Wagga Wagga.	\$1,000.00	\$1,000.00	Fully funded. Detailed application with clear objectives and outcomes.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Funding
	to create a welcoming and child-friendly space by using art to communicate community, safe play and incorporating the local natural environment; to cover over the existing graffiti that could be a deterrent to families and their children.			
Dr Sam Bowker	A series of twelve ambitious new public lectures surveying critical, regional, and historic movements in global art history, to be held in the 211-seat CSU Playhouse.	\$4,581.00	\$2,906.80	Part funding available and the number of applications received. An inclusive project with clear objectives and outcomes. Application indicates they are willing to accept part funding.
St Michael's Cathedral Parish	Train, enhance and develop the skills of choir director, cantors, and choristers, who are a mix of people, specifically young Wagga Wagga residents, from a number of cultural backgrounds.	\$5,000.00	\$3,254.20	Part funding due to funding available and the number of applications received. Funding allocated for vocal lessons only. Application indicates they are willing to accept part funding.
The Vaudeville Collective	The Curious Young Playwright competition is a play writing festival for young people in the Wagga Wagga Region. Writers between the age of 12-24 years will be able to submit a play they have written for consideration in the 23' show. The finalists work will then be performed by a group of actors in the same age range, from The Vaudeville Collective &	\$5,000.00	\$5,000.00	Part funding due to funding available and the number of applications received. Application indicates they are willing to accept part funding.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Funding
	Oddball Theatre. There will be writing meetups and workshops available before submission. As well as the actors benefiting from mentorship with local professionals in the region.			
Wagga City Rugby Male Choir	<p>The Wagga City Rugby Male Choir performs at a wide range of venues throughout the Wagga Wagga and surrounding region. The Choir uses its own sound and amplification equipment at these venues. With the expansion of the Choir numbers, and to provide greater professional performances, the Choir would like to invest in more modern and higher performance equipment.</p> <p>The WCRMC has a strong association with The Murrumbidgee Magic Chorus and The Wagga Community Brass Band, and both groups would also have access to this new Sound and Amplification equipment for their performances. .</p>	\$5,000.00	\$5,000.00	Fully funded. An inclusive project with clear objectives and outcomes.
	<b>TOTAL</b>	<b>\$33,497</b>	<b>\$30,077</b>	



## Financial Implications

Annual Grants Category Description	Total Budget Available	Total funds Allocated	Total Funds Unallocated
Arts and Culture Grants	\$30,077	\$30,077	\$0

## Policy and Legislation

POL 078 – Financial Assistance Policy.

## Link to Strategic Plan

### Community Place and Identity

Objective: We have opportunities to connect with others

Outcome: Groups, programs and activities bring us together

## Risk Management Issues for Council

N/A

## Internal / External Consultation

Extensive advertising and media communication was undertaken to promote the Annual Grants Program 2022/23 on all Council platforms. A community engagement workshop was held on 24 March 2022. Council staff proactively contacted community networks to promote the annual grants program and to provide assistance in the preparation of applications.

	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																	

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## Attachments

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1. Annual Grants Program 2022-23 - Unsuccessful Applicants - Arts, Culture and Creative Industries

*This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. - Provided under separate cover*

**RP-9 ANNUAL GRANTS PROGRAM 2022/23 - SMALL BUSINESS****Author:** Madeleine Scully**Executive:** Janice Summerhayes**Summary:**

Council's Annual Grants Program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business. The program offers the opportunity for individuals, community groups and organisations to apply for funding for a range of programs and activities across the Local Government Area.

The total amount of funding available in the 2022/23 financial year is \$202,000. The 2021/22 remaining uncommitted funds from COVID impacted projects that did not proceed totalling \$40,640 has been included in the carryover budget as detailed in the Finance Report within this business paper, bringing the total funding available for 2022/23 to \$242,640.

The Annual Grants Program funding priorities continued to focus on areas within the Local Government Area that have high levels of social and community disadvantage. The annual grants application period opened on Monday 7 March 2022 and closed on Monday 9 May 2022. This report provides details regarding the Small Business category for 2022/23.

**Recommendation**

That Council approve the successful applications for the Small Business category of the Annual Grants Program 22/23 as detailed in the report totalling \$28,353

**Report**

The Annual Grants Program 2022/23 consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business.

Each category is reported as a separate report to allow Councillors to consider pecuniary or non-pecuniary interests in each report and annual grants category. An overall total of 97 applications were received for assessment in the Annual Grants Program 2022/23, with \$242,640 available inclusive of the 2021/22 uncommitted funds. The total amount of funding requested by the community across all categories was 533,647. All categories in the Annual Grants Program 2022/23 were oversubscribed, except for the Youth Led Initiatives and Rural Halls categories.

A total of 14 applications were received in the 2022/23 Annual Grants Program – Small Business category. Applications were assessed with the panel comprising of a Councillor, independent community representatives and staff. Panel members were Mayor Councillor Dallas Tout, Council's Economic Development Officer, and an independent community representative, Serena Hardwick.

Of the fourteen applications received a total of \$90,145 was requested with \$28,353 available. Out of these applications seven applications were successful, either fully funded or part funded. Seven applications were unsuccessful. The following table details the successful applications received. A list of unsuccessful applicants has been provided under separate cover to Councillors.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Funding
Crow Mow	Removing all 2-stroke powered equipment and replacing it with battery equipment. This will enable a reduction in carbon emissions from 2 stroke fuel, which mixes oil and fuel, to power equipment.	\$2,036.50	\$1,800.00	Part funding due to amount of funding available and the number of applications received. Application indicates they are willing to accept part funding.
Freeroam Theatre Incorporated	Freeroam Theatre is applying for funds to assist with the marketing and community outreach as an entity focused on becoming the Riverina's only professional theatre production company. The funds will be allocated to the development of company business cards for distribution to local business and creative industry leaders, as well as pull-up banners for roaming events produced by Freeroam Theatre and the purchasing of a 'Gobo' for projection advertisement.	\$1,200.00	\$860.00	Part funding due to amount of funding available and the number of applications received. Application indicates they are willing to accept part funding.
Koorungal Pharmacy NSW Pty Ltd	We run a community pharmacy inside the Koorungal Mall offering 7 day a week professional services including but not limited to prescriptions, health management services, vaccinations including COVID rollout and National Immunisation Program Influenza Vaccines. We are currently open 54.5 hours a week - but with this grant would look to extend our practice and service to the community using a "robot" or piece of equipment that would connect to our dispensary robot and allow 24/7 collection of pharmacy products directly on the exterior of the pharmacy inside the Koorungal Mall.	\$10,000.00	\$7,500.00	Part funding due to amount of funding available and the number of applications received. Application indicates they are willing to accept part funding.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Funding
Riverina Regional Psychology Practice	We would like to undertake clinics and workshops to support our client base. We will do so by establishing a pain management clinic, to assist with individuals with chronic pain. We will also be establishing after school and school holiday programs for teens to support emotional development. These workshops will run for approximately 6 weeks at a time, at our practice at Johnston St, and will be run by our team of psychologists.	\$1,400.00	\$1,400.00	Fully funded. Inclusive project and detailed application with clear objectives and outcomes.
Shaw Street Children's Centre	In August 2021, we were approved by Wagga Wagga City Council to extend our current area of land into the neighbouring block (previously used as a bowling club in Kent Crescent). As part of this expansion into the gained licence area, we are required to relocate our boundary fencing. Our planned project will involve construction of a retaining wall and relocation of our boundary fence along the eastern aspect of the centre. Consequently, the fence and privacy screening on the southern aspect will be extended to meet it.	\$7,500.00	\$7,500.00	Fully funded. Inclusive project and detailed application with clear objectives and outcomes.
Twin City Skate	The 'Roller Disco Support' project aims to improve the customer experience for all Wagga Wagga and surrounding residents attending roller discos run by Twin City Skate, and thereby boost the expansion of Twin City Skate as a viable and prospering small business. In practical terms, the project entails the	\$10,198.18	\$7,500.00	Part funding due to amount of funding available and the number of applications received. Application indicates they are willing to accept part funding.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Funding
	purchase of additional portable infrastructure such as lighting and signage, to improve the user experience as we operate out of Bolton Park Stadium.			
Paint Place Wagga	To purchase a new manual tinting machine to increase our production capabilities and increase our staff numbers and to also have a backup machine so that we can continue production should the automatic machine break down. By purchasing a new manual tinting machine this will allow us to mix more paints and supply our customers in a more timely manner.	\$2,000.00	\$1,793.00	Part funding due to amount of funding available and the number of applications received. Application indicates they are willing to accept part funding.
	<b>TOTAL</b>	<b>\$34,334.68</b>	<b>\$28,353.00</b>	

## Financial Implications

Annual Grants Category Description	Total Budget Available	Total funds Allocated	Total Funds Unallocated
Small Business	\$28,353	\$28,353	\$0

## Policy and Legislation

POL 078 – Financial Assistance Policy.

## Link to Strategic Plan

## Community Place and Identity

Objective: We have opportunities to connect with others

Outcome: Groups, programs and activities bring us together

## Risk Management Issues for Council

N/A

## Internal / External Consultation

Extensive advertising and media communication was undertaken to promote the 2022/23 Annual Grants Program on all Council platforms. A community engagement workshop was held on 24 March 2022. Council staff proactively contacted community networks to promote the annual grants program and to provide assistance in the preparation of applications.

	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																	



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## Attachments

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1. Annual Grants Program 2022-23 - Unsuccessful Applicants - Small Business

*This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. - Provided under separate cover*

**RP-10 ANNUAL GRANTS PROGRAM 2022/23 - COMMUNITY PROGRAMS AND PROJECTS****Author:** Madeleine Scully**Executive:** Janice Summerhayes**Summary:**

Council's Annual Grants Program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business. The program offers the opportunity for individuals, community groups and organisations to apply for funding for a range of programs and activities across the Local Government Area.

The total amount of funding available in the 2022/23 financial year is \$202,000. The 2021/22 remaining uncommitted funds from COVID impacted projects that did not proceed totalling \$40,640 has been included in the carryover budget as detailed in the Finance Report within this business paper, bringing the total funding available for 2022/23 to \$242,640.

The Annual Grants Program funding priorities continued to focus on areas within the Local Government Area that have high levels of social and community disadvantage. The annual grants application period opened on Monday 7 March 2022 and closed on Monday 9 May 2022. This report provides details regarding the Community Programs and Projects category for 2022/23.

**Recommendation**

That Council approve the successful applications for the Community Programs and Projects Category of the 2022/23 Annual Grants Program as detailed in the report totalling \$30,000.

**Report**

The Annual Grants 2022/23 program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business.

Each category is reported as a separate report to allow Councillors to consider pecuniary or non-pecuniary interests in each report and annual grants category. An overall total of 97 applications were received for assessment in the Annual Grants Program 2022/23, with \$242,640 available inclusive of the 2021/22 uncommitted funds. The total amount of funding requested by the community across all categories was \$533,647. All categories in the Annual Grants Program 2022/23 were oversubscribed, except for the Youth Led Initiatives and Rural Halls categories.

A total of seventeen applications were received in the Annual Grants Program 2022/23 – Community Programs and Projects category. Applications were assessed with the panel comprising of a Councillor, independent community representatives and staff. Panel members were Councillor Georgie Davies, Council's Community Development Officer, and an independent community representative, Kerein Mullins.

Of the seventeen applications received a total of \$68,704 was requested with \$30,000 available. Out of these applications, eleven applications were successful, either fully funded or part funded. Six applications were unsuccessful. The total amount of unallocated funds is \$0. The following table details the successful applications received. A list of unsuccessful applicants has been provided under separate cover to Councillors.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
Boys to the Bush Ltd	BttB Schools Program for 10 primary or early secondary students, held either in Term 4 2022 or Term 1 2023. The popular group program aims to build confidence, leadership, and social connection with local community. Selected participants typically meet the following criteria: poor school attendance, poor behaviour, lack of engagement and social skills, difficult transition to secondary school. We anticipate offering subsidised places to students from Tolland, Ashmont, Mount Austin and Glenfield. BttB currently employs an excellent Wagga Wagga resident and staff MENtor who is a proud First Nations-identifying man. He'll lead the Schools Program with support from BttB colleagues. In consultation with schools BttB will run five x fortnightly or weekly day-long, out-of-school group sessions; involving visits to local businesses, farms, and community amenities such as Men's Shed.	\$5,000.00	\$5,000.00	Fully funded. Detailed application with clear objectives and outcomes
Rapid Relief Team (RRT) Ltd	RRT Wagga Wagga is planning to provide and distribute another 100 x RRT Food Boxes to charities supporting communities impacted by homelessness, domestic violence, Covid-19 related poverty and families affected by criminal activities. Each Food Box contains enough food to feed a family for 48 hours. The box contains A variety of long-life shelf stable and culturally sensitive foods including breakfast cereal.	\$5,000.00	\$5,000.00	Fully funded. Detailed application with clear objectives and outcomes.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
Wagga Wagga TAFE Children's Centre	<p>The proposed project will see Wagga TAFE Children's Centre utilise the services of Giant Grass (<a href="https://www.giantgrass.com/zome/">https://www.giantgrass.com/zome/</a>), an organisation specialising in unique educational journeys through bamboo infrastructure. The project will facilitate a staff learning development opportunity through construction of the structure itself but will greatly benefit the children who attend and utilise its services.</p> <p>The structures can be utilised as a safe space for children who may need to take time to undertake self- regulation strategies without the total disconnection from their peers. The cohort of children attending Wagga TAFE Children's Centre are from culturally and linguistically diverse backgrounds too, we feel this will enhance their early education experience through providing an additional safe learning and development space out in nature, that could assist in building skills by connecting concepts to practical tasks.</p>	\$5,000.00	\$5,000.00	Fully funded. Detailed application with clear objectives and outcomes.
PCYC Wagga Wagga	<p>PCYC is a charity that aims to stop children from participating in crime or being the victims for crime. Fit for Life is a program for high school aged children and is jointly led by the Youth Engagement Officer and Club Manager and is a core PCYC NSW club activity. The activity will require support from a range of other internal and external stakeholders. The activity aims to improve physical fitness and overall</p>	\$5,000.00	\$1,883.00	Part funding due to amount of funding available and the number of applications received. Application indicates they are willing to accept part funding.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
	<p>wellbeing and introduce participants to the PCYC NSW Star Values.</p> <p>The program involves picking children up from their homes and bringing them to the club for a 7am start for physical activities and breakfast before dropping each child to school which has also resulted in increased school attendance.</p>			
Wagga Wagga Art Society	Supply and install safety railings along the ramp leading into our Studio. Supply and install safety rails to assist members when using our Studio Toilet.	\$3,189.90	\$3,189.00	Fully funded. Detailed application with clear objectives and outcomes.
Carevan Wagga Inc	<p>Provision of equipment for food preparation, service, and delivery.</p> <p>Carevan meals are cooked from either donated or purchased food items and ingredients. Meals are cooked by volunteers on 3 days per week at the Carevan warehouse. Meals are packaged into plastic take-away containers, labelled with CV logo, date of packing and full list of ingredients. Meals are then frozen and stored in large freezers. Service providers collect enough meals to meet the needs of their clients, who either pick up the meals from community hubs, or meals are delivered to the home of clients.</p>	\$3,057.00	\$2,610.00	Part funding due to amount of funding available and the number of applications received. Application indicates they are willing to accept part funding.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
Wagga Wagga Women's Shed Inc	Electrical contractor to install motion sensor light and CCTV cameras to better protect the property from vandalism and theft.	\$2,200.00	\$2,200.00	Fully funded. Detailed application with clear objectives and outcomes
Multicultural Council of Wagga Wagga Inc	The "Strengthening Our Social Fabric" project aims to support women from diverse cultural backgrounds and a wide age range develop, share, and extend skills within various textile fields by offering multiple weekly group sessions, while also supporting members of group to build capacity to pursue and participate in opportunities within the broader community by linking participants to a range of services and activities. The project provides a safe space for women to build important social support networks and reduce social isolation while also offering a space to develop English language skills in an informal setting.	\$3,727.50	\$1,913.00	Part funding due to amount of funding available and the number of applications received. Application indicates they are willing to accept part funding.
Wagga Wagga Toastmasters Club	Potential Participants (PP) attend two Wagga Wagga Toastmasters Club (WWTMC) fortnightly meetings where they are introduced to the Club and where the Toastmasters Pathways Education program is explained. There would be considerable mentoring at every level. Mentoring is done by experienced Toastmasters and can be given before, during, or after meetings. Importantly, as much time is spent on mentoring in Leadership as is spent on Communication. Participants would join Toastmasters International and the Wagga Wagga	\$4,840.00	\$1,680.00	Part funding due to amount of funding available and the number of applications received. Application indicates they are willing to accept part funding.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
	Toastmasters Club to gain access to the Toastmasters Pathways educational modules. A maximum of 10 PPs are in the project.			
Triple H Forum - Housing, Homelessness and Human Services	Support requested toward a Homeless Persons' Week Expo. Funds to support advertising on the banner that hangs across the Baylis Street pedestrian crossing.	\$1,275.00	\$1,275.00	Fully funded. Detailed application with clear objectives and outcomes.
Dr Raymond J King OAM	In the past, OM:NI produced a very successful publicity and recruitment brochure for distribution around the Riverina. The brochure now requires revision and reprinting.	\$250.00	\$250.00	Fully funded. Detailed application with clear objectives and outcomes.
	<b>TOTAL</b>	<b>\$38,539.40</b>	<b>\$30,000.00</b>	



## Financial Implications

Annual Grants Category Description	Total Budget Available	Total funds Allocated	Total Funds Unallocated
Community Programs and Projects	\$30,000	\$30,000	\$0

## Policy and Legislation

POL 078 – Financial Assistance Policy.

## Link to Strategic Plan

### Community Place and Identity

Objective: We have opportunities to connect with others

Outcome: Groups, programs and activities bring us together

## Risk Management Issues for Council

N/A

## Internal / External Consultation

Extensive advertising and media communication was undertaken to promote the Annual Grants Program 2022/23 on all Council platforms. A community engagement workshop was held on 24 March 2022. Council staff proactively contacted community networks to promote the annual grants program and to provide assistance in the preparation of applications.

	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
<b>TIER</b>																	
<b>Consult</b>																	
<b>Involve</b>				☒	☒	☒		☒						☒			☒
<b>Collaborate</b>																	

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## Attachments

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1. Annual Grants Program 2022-23 - Unsuccessful Applicants - Community Programs & Projects

*This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. - Provided under separate cover*

**RP-11 ANNUAL GRANTS PROGRAM 2022/23 - NEIGHBOURHOOD AND RURAL VILLAGES****Author:** Madeleine Scully**Executive:** Janice Summerhayes**Summary:**

Council's Annual Grants Program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business. The program offers the opportunity for individuals, community groups and organisations to apply for funding for a range of programs and activities across the Local Government Area.

The total amount of funding available in the 2022/23 financial year is \$202,000. The 2021/22 remaining uncommitted funds from COVID impacted projects that did not proceed totalling \$40,640 has been included in the carryover budget as detailed in the Finance Report within this business paper, bringing the total funding available for 2022/23 to \$242,640.

The Annual Grants Program funding priorities continued to focus on areas within the Local Government Area that have high levels of social and community disadvantage. The annual grants application period opened on Monday 7 March 2022 and closed on Monday 9 May 2022. This report provides details regarding the Neighbourhood and Rural Villages category for 2022/23.

**Recommendation**

That Council approve the successful applications for the Neighbourhood and Rural Villages Category of the Annual Grants Program 2022/23 as detailed in the report totalling \$24,480.

**Report**

The Annual Grants 2022/23 program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business.

Each category is reported as a separate report to allow Councillors to consider pecuniary or non-pecuniary interests in each report and annual grants category. An overall total of 97 applications were received for assessment in the Annual Grants Program 2022/23, with \$242,640 available inclusive of the 2021/22 uncommitted funds. The total amount of funding requested by the community across all categories was \$533,647. All categories in the Annual Grants Program 2022/23 were oversubscribed, except for the Youth Led Initiatives and Rural Halls categories.

A total of nine applications were received in the 2022/23 Annual Grants Program – Neighbourhood and Rural Villages category. Applications were assessed with the panel comprising of a Councillor, independent community representatives and staff. Panel members were Councillor Richard Foley, Council's Social Planning Coordinator, and an independent community representative, Kerein Mullins.

Of the nine applications received a total of \$38,764 was requested with \$24,480 available. Out of these applications, seven applications were successful, either fully funded or part funded. Two applications were unsuccessful. The total amount of unallocated funds is \$0. The following table details the successful applications received. A list of unsuccessful applicants has been provided under separate cover to Councillors.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Funding
Anglicare	Ashmont Community Resource Centre offers advocacy, information, and referral for all community members as well as a caring and safe space for people to drop in. Services include emergency relief (incl. food relief), playgroups, counselling, support groups, internet and computer access.	\$3,000.00	\$3,000.00	Fully funded. Detailed application with clear objectives and outcomes.
Bidgee Dragons Inc	Members from 13 - 75 years paddle for fitness and friendship on Lake Albert three times per week in summer and train twice weekly in winter.  The new concept and alternative community event TRIBE, a tug-o-war on water was cancelled twice due to COVID. The club also offers come 'n' try sessions for corporate team building and secondary school sport.	\$1,589.50	\$1,414.65	Fully funded, less GST. Detailed application with clear objectives and outcomes.
Humula Progress Association Incorporated	Live music with dinner before the show & supper after. The event allows for participation of First Nations & other local community acts. The event is an opportunity for community to come together & have some fun & forget about events such as fires, floods, drought & a lack of places & events locally to attend where they can refurbish their mental health by enjoying interaction & the company of others.  The opportunity to see a live performance which many community members have not been to.	\$5,000.00	\$5,000.00	Fully funded. Detailed application with clear objectives and outcomes.

Kachin Community of Wagga Wagga	<p>Yawng Sa Sharin (All Come Learn Together) aims to provide opportunities for the local Burmese communities to practice and maintain language and other cultural practices such as dance and song.</p> <p>The project also aims to provide a welcome and inviting environment for people who would like to learn a new language and build understanding as the more opportunities we have to connect the more we learn from each and build respect. A cultural connection day will be hosted at the end of each term where members of the wider public will be invited to share a meal, learn a number of phrases in the Burmese language and enjoy a number of cultural presentations from our students.</p>	\$4,348.89	\$4,348.89	Fully funded. Detailed application with clear objectives and outcomes.
Kylie Biltris	Art Starts Here is a creative workshop business that facilitates classes in various art mediums. These are fun and light-hearted classes that are as social as they are creative.	\$4,826.00	\$4,000.00	Part funding due to funding available and the number of applications received. Application indicates they are willing to accept part funding.
Ladysmith School P and C Association	Yoga at Ladysmith Hall would be held be accessible to the local and broader community. It would run on a twice weekly basis, at a time and day that would suit all walks of life from young adults, mothers, fathers, grandparents, and elderly residence within the community.	\$5,000.00	\$3,716.46	Part funding due to funding available and the number of applications received. Application indicates they are willing to accept part funding.

Oddball Theatre	Oddball Theatre will travel to local villages in 4 week blocks to run free drama classes and put on a public performance. Villages will be, Ladysmith, Tarcutta, Currawarna and Mangoplah.	\$5,000.00	\$3,000.00	Part funding due to funding available and the number of applications received. Application indicates they are willing to accept part funding.
	<b>TOTAL</b>	<b>\$28,764.39</b>	<b>\$24,480.00</b>	

## Financial Implications

Annual Grants Category Description	Total Budget Available	Total funds Allocated	Total Funds Unallocated
Neighbourhood and Rural Villages	\$24,480	\$24,480	\$0

Please note the original budget for the 2022/23 Neighbourhood and Rural Villages category was \$22,000 with an additional \$2,480 uncommitted and to be made available in the Neighbourhood and Rural Villages category.

## Policy and Legislation

POL 078 – Financial Assistance Policy.

## Link to Strategic Plan

### Community Place and Identity

Objective: We have opportunities to connect with others

Outcome: Groups, programs and activities bring us together

## Risk Management Issues for Council

N/A

## Internal / External Consultation

Extensive advertising and media communication was undertaken to promote the 2022/23 Annual Grants Program on all Council platforms. A community engagement workshop was held on 24 March 2022. Council staff proactively contacted community networks to promote the annual grants program and to provide assistance in the preparation of applications.

	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																	



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## Attachments

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1. Annual Grants Program 2022-23 - Unsuccessful Applicants - Neighbourhood & Rural Villages

*This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. - Provided under separate cover*

**RP-12 ANNUAL GRANTS PROGRAM 2022/23 - LOCAL HERITAGE****Author:** Madeleine Scully**Executive:** Janice Summerhayes**Summary:**

Council's Annual Grants Program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business. The program offers the opportunity for individuals, community groups and organisations to apply for funding for a range of programs and activities across the Local Government Area.

The total amount of funding available in the 2022/23 financial year is \$202,000. The 2021/22 remaining uncommitted funds from COVID impacted projects that did not proceed totalling \$40,640 has been included in the carryover budget as detailed in the Finance Report within this business paper, bringing the total funding available for 2022/23 to \$242,640.

The Annual Grants Program funding priorities continued to focus on areas within the Local Government Area that have high levels of social and community disadvantage. The annual grants application period opened on Monday 7 March 2022 and closed on Monday 9 May 2022. This report provides details regarding the Local Heritage category for 2022/23.

**Recommendation**

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That Council approve the successful applications for the Local Heritage category of the Annual Grants Program 2022/23 as detailed in the report totalling \$15,500.

**Report**

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The Annual Grants Program 2022/23 consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business.

Each category is reported as a separate report to allow Councillors to consider pecuniary or non-pecuniary interests in each report and annual grants category. An overall total of 97 applications were received for assessment in the Annual Grants Program 2022/23, with \$242,640 available inclusive of the 2021/22 uncommitted funds. The total amount of funding requested by the community across all categories was \$533,647. All categories in the Annual Grants Program 2022/23 were oversubscribed, except for the Youth Led Initiatives and Rural Halls categories.

A total of thirteen applications received in the Annual Grants Program 2022/23 – Local Heritage category. Applications were assessed with the panel comprising of a Councillor, independent community representatives and staff. Panel members were Councillor Amelia Parkins, Council's Town Planner, and an independent community representative, Geoff Burch.

Of the thirteen applications received a total of \$107,096 was requested with \$15,500 available. Out of these applications, four applications were successful, either fully funded or part funded. Nine applications were unsuccessful. The total amount of unallocated funds is \$0. The following table details the successful applications received. A list of unsuccessful applicants has been provided under separate cover to Councillors.

Name	Project Description	Funding Requested	Funding Approved	Reason for Funding
The Glow Lab	Repainting the exterior front façade to bring a fresher and more aesthetically pleasing look that aligns with the renovations undertaken inside the building.	\$5,445	\$5,445	Fully funded. Detailed application with clear objectives and outcomes.
Wagga Wagga District Historical Society	Featuring two panels providing details of the people buried in the Best Family Cemetery at Flowerdale, and some history of the Best Family.	\$1,300	\$1,300	Fully funded. Detailed application with clear objectives and outcomes.
Tarcutta Hotel	Restore façade and back windows to a lasting condition by repair and repaint to heritage white, replace signage on front facade and hooded blinds that will showcase the 1940's building.	\$10,000	\$4,755	Part funded as limited funds available. Detailed application with clear objectives and outcomes
Riverina Club	Conservation, repair, maintenance and repainting of original walls, windows, and roof on the top level of the Riverine Club.	\$10,000	\$4,000	Part funded as limited funds available. Detailed application with clear objectives and outcomes
	<b>TOTAL</b>	<b>\$26,745</b>	<b>\$15,500</b>	

## Financial Implications

Annual Grants Category Description	Total Budget Available	Total funds Allocated	Total Funds Unallocated
Local Heritage	\$15,500	\$15,500	\$0

## Policy and Legislation

POL 078 – Financial Assistance Policy.

## Link to Strategic Plan

### Community Place and Identity

Objective: We have opportunities to connect with others

Outcome: Groups, programs and activities bring us together

## Risk Management Issues for Council

N/A

## Internal / External Consultation

Extensive advertising and media communication was undertaken to promote the Annual Grants Program 2022/23 on all Council platforms. A community engagement workshop was held on 24 March 2022. Council staff proactively contacted community networks to promote the annual grants program and to provide assistance in the preparation of applications.

	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																	
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Involve				☒	☒	☒		☒						☒			☒
Collaborate																	

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## Attachments

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1. Annual Grants Program 2022-23 - Unsuccessful Applicants - Local Heritage

*This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. - Provided under separate cover*

**RP-13 ANNUAL GRANTS PROGRAM 2022/23 - NATURAL ENVIRONMENT****Author:** Madeleine Scully**Executive:** Janice Summerhayes**Summary:**

Council's Annual Grants Program consists of ten grant categories: Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business. The program offers the opportunity for individuals, community groups and organisations to apply for funding for a range of programs and activities across the Local Government Area.

The total amount of funding available in the 2022/23 financial year is \$202,000. The 2021/22 remaining uncommitted funds from COVID impacted projects that did not proceed totalling \$40,640 has been included in the carryover budget as detailed in the Finance Report within this business paper, bringing the total funding available for 2022/23 to \$242,640.

The Annual Grants Program funding priorities continued to focus on areas within the Local Government Area that have high levels of social and community disadvantage. The annual grants application period opened on Monday 7 March 2022 and closed on Monday 9 May 2022. This report provides details regarding the Natural Environment category for 2022/23.

**Recommendation**

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That Council approve the successful applications for the Natural Environment category of the Annual Grants Program 2022/23 as detailed in the report totalling \$9,192.

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**Report**

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The Annual Grants 2022/23 program consists of ten grant categories Community Programs and Projects; Recreational Facilities; Neighbourhood and Rural Villages; Rural Halls; Arts, Culture and Creative Industries; Local Heritage; Events; Natural Environment; Youth Led Initiatives; and Small Business.

Each category is reported as a separate report to allow Councillors to consider pecuniary or non-pecuniary interests in each report and annual grants category. An overall total of 97 applications were received for assessment in the Annual Grants Program 2022/23, with \$242,640 available inclusive of the 2021/22 uncommitted funds. The total amount of funding requested by the community across all categories was \$533,647. All categories in the Annual Grants program 2022/23 were oversubscribed, except for the Youth Led Initiatives and Rural Halls categories.

A total of six applications were received in the 2022/23 Annual Grants Program – Natural Environment category. Applications were assessed with the panel comprising of a Councillor, independent community representatives and staff. Panel members were Councillor Jenny McKinnon, Council's Environmental Officer, and an independent community representative, Annie Horton.

Of the six applications received a total of \$14,306 was requested with \$9,192 available. Five applications were successful, with four part-funded and one fully funded. One application was unsuccessful. The total amount of unallocated funds is \$0. The following table details the successful applications received. A list of unsuccessful applicants has been provided under separate cover to Councillors.



Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
Amy Hurd Early Learning Centre	AHELC has engaged a local landscape architect and environmental education consultant to support the design and delivery of the 'Connect with Nature and Culture' Learning Garden. AHELC has an Indigenous Educational Leader who develops innovative ways to teach Wiradjuri language and culture.	\$3,000.00	\$2,387.00	Part funded as limited funds available.  Detailed application with clear objectives and outcomes.
Downside Recreation Reserve	The planting of 671 local indigenous trees and shrubs around the perimeter of the Downside Recreation Reserve in three rows. Plants shall be sourced from Wagga Wagga Nursery; tree guards and stakes shall be sourced from Arborgreen. The Trustees and local community will arrange a day to plant the trees and shrubs.	\$2,876.00	\$2,572.47	Part funded as limited funds available.  Detailed application with clear objectives and outcomes.
Lake Albert Public School	The project of building a Yarning circle and bush tucker garden will enhance the learning of culture and history for the students and teaching staff and the wider community including the local Pre-schools.  The goal of the project is to increase the understanding of history and culture in an open outdoor learning environment that can be shared with the school and wider community.	\$1,950.00	\$1,068.00	Part funded as limited funds available.  Detailed application with clear objectives and outcomes.

Organisation Name	Project Description	Funding Requested	Funding Approved	Reason for Part Funding
Turvey Park Public School	To plan, design and construct a functional street seed/seedling library. To initiate a seed/seedling exchange program with the Turvey Park community. To educate Turvey Public School students on seed collection and storage. To increase the variety of produce in our school and community vegetable gardens. To promote growth and distribution of native flora within Turvey Park.	\$600.00	\$600.00	Fully funded. Detailed application with clear objectives and outcomes.
ErinEarth Ltd	The project involves removal of existing plants including weeds and digging out to create a clay-lined pond to depth required by regulations. The area will be revegetated with dense layers, diversity of plants and other habitat added such as rocks and fallen logs. Plants will include local provenance including water plants such as Nardoo, Phragmites and Rumex. The project includes joining the pond to our large water tank with pipe dug under the ground and path.	\$2,881.00	\$2,564.53	Part funded as limited funds available. Detailed application with clear objectives and outcomes.
	<b>TOTAL</b>	<b>\$11,307</b>	<b>\$9,192</b>	

## Financial Implications

Annual Grants Category Description	Total Budget Available	Total funds Allocated	Total Funds Unallocated
Natural Environment	\$9,192	\$9,192	\$0

## Policy and Legislation

POL 078 – Financial Assistance Policy.

## Link to Strategic Plan

## Community Place and Identity

Objective: We have opportunities to connect with others

Outcome: Groups, programs and activities bring us together

## Risk Management Issues for Council

N/A

## Internal / External Consultation

Extensive advertising and media communication was undertaken to promote the 2022/23 Annual Grants Program on all Council platforms. A community engagement workshop was held on 24 March 2022. Council staff proactively contacted community networks to promote the annual grants program and to provide assistance in the preparation of applications.

	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																	

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## Attachments

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1. Annual Grants Program 2022-23 - Unsuccessful Applicants - Natural Environment

*This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. - Provided under separate cover*

## RP-14 APPLICATIONS FOR SUBSIDY FOR WASTE DISPOSAL FOR CHARITABLE ORGANISATIONS

**Author:** Ray Graham

**Executive:** Scott Gray

### Summary:

This report has been prepared for applications submitted to Council by local charitable organisations, community groups and individuals seeking relief from fees for the disposal of waste at Council's Gregadoo Waste Management Centre (GWMC) for the 2022/23 financial year, on the basis that they are providing a benefit to the community.

### Recommendation

That Council endorse the annual 2022/23 waste disposal subsidy for the total amount of \$250.00 for Best Friends Pet Rescue.

### Report

Council's Financial Assistance Policy (POL 093) along with the Delivery Program and Operational Plan incorporate the specific program of Waiving of Gregadoo Waste Management Centre Fee and outlines the \$10,300 budget allocation for 2022/23.

As part of this program, individuals, registered not-for-profit, non-government registered charities or community groups located in the Wagga Wagga Local Government Area are able to apply for a waiver or subsidised waste disposal fees. There are two types of waivers or subsidised waste disposal fees that may be applied for:

1. An annual waiver or reduction to a maximum value of \$1,000, or
2. A waiver or fee reduction for a single, specific project up to a maximum value of \$250. This may be for advertised events such as Clean-Up Australia Day or the Adopt-A-Road Program.

An advertisement was placed in regional newspapers and on Council's website during April and May 2022 inviting applications for subsidised waste disposal fees. Best Friends Pet Rescue application was received after the advertised closing date of 31st May 2022.

The following table lists the amount of the subsidy requested:

No.	Name of Applicant	Requested Subsidy \$
1	Best Friends Pet Rescue	\$250.00
	<b>Total</b>	<b>\$250.00</b>

The Best Friends Pet Rescue organisation is well known to Council for providing valuable charitable and social services that benefit the community of Wagga Wagga.

It is recommended to approve this application and given that there are over 150 registered charities listed in the Wagga Wagga Local Government Area, it is proposed that the remaining budget amount of \$5,000.00 be retained to fund any further applications for subsidised fees that may be received during the 2022/23 financial year.

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### **Financial Implications**

An allowance of \$10,300.00 for subsidised waste disposal has been made in the Solid Waste budget for 2022/23, funded from the Solid Waste Reserve. The approval of the previous seven applicants at the 18 July 2022 Council meeting, together with this one recommended in this report totalling \$5,300.00 will leave \$5,000.00 for Council to consider any further applications received for the remainder of the financial year.

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### **Policy and Legislation**

Section 356 of the Local Government Act 1993

Subsidy for Waste Disposal by Charitable Organisations & Community Groups Policy - POL 093.

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### **Link to Strategic Plan**

#### **The Environment**

Objective: We create a sustainable environment for future generations

Outcome: We are proactive with our waste management

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### **Risk Management Issues for Council**

No risk management issues were identified in respect to the provision of subsidised waste disposal fees provided they are applied as per the Policy.

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### **Internal / External Consultation**

Internal consultation with the relevant sections within Council will be undertaken to ensure the operators of the landfill and finance staff are advised of the subsidy to ensure it is applied correctly and monitored appropriately.

The applicant will be advised of the resolution of Council regarding their application for subsidised disposal fees, how the subsidy will be applied and the conditions of entry into the landfill.

**RP-15      MEMORANDUM OF UNDERSTANDING - CLOSED CIRCUIT TELEVISION (CCTV) - WAGGA WAGGA CITY COUNCIL AND NSW POLICE****Author:** Reece Hamblin**Executive:** Scott Gray

**Summary:** Wagga Wagga City Council's original Closed Circuit Television (CCTV) network has progressively expanded since its initial implementation, both in indoor and outdoor environments. NSW Police have requested expanded access to CCTV footage from publicly accessible locations. To enable this access a review of the existing Memorandum of Understanding (MoU) was undertaken.

**Recommendation**

That Council:

- a endorse the attached revised Closed Circuit Television (CCTV) Memorandum of Understanding (MoU) between Wagga Wagga City Council and the Riverina Police District
- b delegate authority to the Mayor to sign the MoU on behalf of Council
- c place the revised Closed Circuit Television (CCTV) Policy (POL 058) on public exhibition for a period of 28 days from 9 August to 5 September 2022 and invite public submission until 5 September 2022 on the revised Policy
- d receive a further report following the public exhibition and submission period:
  - i addressing any submissions made with respect to the proposed endorse the revised Closed Circuit Television (CCTV) Policy (POL 058)
  - ii proposing adoption of the Policy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period.

**Report**

Wagga Wagga City Council (WWCC) has an extensive network of CCTV cameras throughout the CBD and various other key locations around the city. While Council manages all the cameras and connected infrastructure, NSW Police have access to live footage within the Baylis/Fitzmaurice/Gurwood Street areas from the Wagga Wagga Police Station. Additionally, NSW Police can request recorded footage from Council up to 30 days after it being recorded.

**CCTV project history**

- In August 2013, the CCTV project was initially funded from the Safer Suburbs Program for \$90,000 to install CCTV cameras at three taxi rank locations for driver safety.
- In June 2014, the project was expanded prior to commencement due to a funding announcement from the federal government to improve community safety (Safer Streets Community Programme).

- The total cost for the project was approximately \$1,200,000 made up of:
  - \$500,000 - Federal funding under the Safer Streets Community Program
  - \$471,435 - Wagga Wagga City Council
  - \$100,000 - NSW Government Community Building Partnership (CBP)
  - \$90,000 - Australian Governments Safer Suburbs Program - Taxi Security Scheme.
  - \$81,818 - Committee 4 Wagga local funding initiative from local business and community members
- In 2015, the CCTV project was completed, and an MOU was entered into between WWCC and NSW Police. Since the initial MOU, no major changes have been made.
- Council's CCTV network consists of over 400 cameras, with the following currently installed in publicly accessible locations:
  - Old Ambulance Station – 2 cameras on the front of the building facing Johnston Street
  - Anderson Oval – 8 cameras
  - Bolton Park – Livi's Place Playground – 6 cameras
  - Bolton Park – Skate Park – 4 cameras
  - Bolton Park – Oasis – 3 cameras on Morgan Street
  - Botanic Gardens – BBQ Area – 5 cameras
  - Botanic Gardens – Playground – 1 camera
  - Cycling Complex (Pomingalarna) – 22 cameras
  - Equex – Multi Purpose Stadium – 8 cameras externally
  - Equex – McDonalds Park – 10 cameras
  - Equex – Junior Rugby – 6 cameras
  - French Fields – 6 cameras
  - Jubilee Park Clubhouse – 9 cameras
  - Riverside – 10 cameras
  - Visitor Information Centre – 9 cameras externally
  - 104 Baylis St Walkway – 6 cameras
  - 144 Baylis St Walkway – 6 cameras
  - Civic Centre - 2 cameras at lower level courtyard on Morrow Street, and 1 camera at the entrance to the Historic Council Chambers
  - Civic Theatre – 2 cameras externally
  - Wilks Park (Future)



### Proposed changes to the MOU

In late 2021, NSW Police approached WWCC to gain additional access to CCTV cameras in publicly accessible locations, citing the following reasons:

- Blind spots in Baylis/Fitzmaurice St cameras.
- Missed opportunities to prosecute due to suspects fleeing through arcades and side streets.
- Damage / criminal activity reported in other areas that have CCTV cameras.

The MOU attached has been modified to include the provision to access footage from publicly accessible locations. The intended purpose of these modifications is to provide NSW Police access to all CCTV cameras in publicly accessible locations that are currently installed and those installed in the future.

Note that for the purpose of this report “publicly accessible locations” refers to locations that are accessible to members of the community at any time without approval or supervision.

### Future Discussions/Opportunities

Council is starting to experience issues with the existing CCTV network, particularly in the CBD. This is due to range of factors such as age and technology. It is planned to commence discussions with NSW Police regarding potential future upgrades, as well as discussing options to further expand the network throughout the city.

### Financial Implications

Minimal additional costs are expected due to the increased access.

### Policy and Legislation

Privacy Act 1988

Government Information (Public Access) Act 2009 (NSW)

### Link to Strategic Plan

### **Safe and Healthy Community**

Objective: We are safe

Outcome: We create safe spaces and places



### Risk Management Issues for Council

Additional access may mitigate missed opportunities to prosecute suspects.

### Internal / External Consultation

N/A

### Attachments

1.  CCTV - Revised Memorandum of Understanding (MOU)
2.  CCTV - Revised Policy



**Memorandum of Understanding  
Closed Circuit Television (CCTV)  
~~Project – Wagga Wagga Central~~  
~~Business District~~**

The Council of the City of Wagga Wagga

And

NSW Police (~~Wagga Wagga Local Area Command~~Riverina  
Police District)

## Memorandum of Understanding

### Parties

1. **THE COUNCIL OF THE CITY OF WAGGA WAGGA** of Baylis Street, Wagga Wagga, NSW 2650 ("~~the Council~~"), and
2. **NSW POLICE FORCE** (~~RIVERINA POLICE DISTRICT~~**WAGGA WAGGA LOCAL AREA COMMAND**) of Tarcutta Street, Wagga Wagga, NSW 2650 ("~~the Police~~").

### Background

- A. It is recognised that the threat of crimes against person/s and other serious criminal offences such as stealing, break and enter and other anti-social behaviour are important factors in any public perception about ~~the safety of the~~ the Wagga Wagga Central Business District (CBD) Local Government Area.
- B. In an effort to address these issues, Council ~~has committed funds, applied for and received funding from the Federal and State Governments and received community generated funding through the Committee4Wagga to implement a~~ CCTV systems are installed in public spaces throughout the Wagga Wagga CBD Local Government Area.
- C. ~~The development of this installation of the~~ CCTV Network Project has been conducted with the full support and encouragement of the Police.
- D. The respective responsibilities of the Police and Council are established in the Code of Practice.
- E. The Police agree to work with Council in the review and enhancement implementation and ongoing work of the CCTV Project Network across the Wagga Wagga urban area.
- F. The Council has a responsibility for the wellbeing of the Wagga Wagga Local Government Area.
- G. The Police has a responsibility for combating crime in the Wagga Wagga community.
- H. This Memorandum of Understanding (MOU) is intended to demonstrate a mutual understanding of the management and implementation of the CCTV Network Project.
- I. The parties acknowledge their respective obligations under the *Privacy & Personal Information Protection Act, 1998* (NSW) in entering into this Memorandum Of Understanding MOU.
- J. For ease of reference, a glossary of terms used in the MOU is provided below:

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Term	Definition
<b>Authorised Person</b>	A police officer authorised by the Police to access the Monitoring Equipment and approve an application to Council for a copy of Recorded Material.
<b>CBD</b>	Central Business District
<b>CCTV</b>	Closed Circuit Television
<b>CCTV ProjectNetwork</b>	Council's CCTV system to be implemented in public spaces across the Wagga Wagga Local Government AreaCentral Business District
<b>Code</b>	The Code of Practice developed by Council and attached to the Memorandum Of Understanding as <b>Attachment A</b> .
<b>Image Recording Equipment</b>	The computer that records and stores all footage recorded by the Closed Circuit Television cameras
<b>Monitoring Equipment</b>	The monitor and computer from which live footage and Recorded Material can be viewed
<b>MOU</b>	The Memorandum of Understanding between Council and the Police
<b>Recorded Material</b>	The footage recorded by the Closed Circuit Television cameras.
<b>Register of Authorised Persons</b>	The register maintained by the Police in accordance with the Standard Operating Procedure.
<b>SOP</b>	The Standard Operating Procedures attached to the Code

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## Terms

### 1. Role of Parties

1.1. Both Parties agree to abide by the CCTV – Code of Practice and CCTV – Standard Operating Procedure (SOP).

1.2. The Parties acknowledge that Council:

- 1.2.1. is the owner of the CCTV ProjectNetwork;
- 1.2.2. retains ownership of and has copyright in all equipment, recorded material, photographs and documentation pertaining to the CCTV ProjectNetwork;
- 1.2.3. will install, maintain and replace (when required) the monitoring equipment and image recording equipment;
- 1.2.4. will be responsible for access to and use of copies of recorded material generated from the image recording equipment;

- 1.2.5. will meet the costs of processing requests for access to copies of recorded material stored on the image recording equipment by the Police;
- 1.2.6. will have a technician available to access the image recording equipment after hours in times of an emergency;
- 1.2.7. will endeavour to process requests for access to copies of recorded material stored on the image recording equipment for the Police within 48 hours of receiving the request;
- 1.2.8. will provide training to the Police in the operation of the monitoring equipment.
- 1.3. The Parties acknowledge that the Police will:
  - 1.3.1. monitor the CCTV live footage and recorded material shown on the monitoring equipment as required in accordance with the Code and SOP;
  - 1.3.2. not have access to the image recording equipment;
  - 1.3.3. if access to a copy of the recorded material is required, make a request to Council as detailed in the Code and SOP;
  - 1.3.4. take all necessary care in using the monitoring equipment, and will only be responsible for repairing damage caused by the negligent use of that equipment;
  - 1.3.5. respond to incidents identified on the monitoring equipment to the extent that its resources and priorities allow;
  - 1.3.6. keep and maintain a Register of Authorised Persons and provide a copy to Council upon request;
  - 1.3.7. ensure that every authorised person listed in the Register of Authorised Persons is aware of and agrees to abide by the Code, MOU and SOPs;
  - 1.3.8. not authorise or allow any of its officers to remove any data or photograph, operate any monitoring equipment or have contact with any data or photograph at any time unless in accordance with the Code;
  - 1.3.9. advise Council of any change in existing arrangements for Police contact with and use of the CCTV [ProjectNetwork](#). Any such changes will amount to a major change to the Code and must be agreed in accordance with the Code before being implemented;
  - 1.3.10. work with Council in the implementation and ongoing work of the CCTV [ProjectNetwork](#);
  - 1.3.11. provide Council, upon request, with crime statistics for the Wagga Wagga Local Government Area in order for CCTV to be monitored, evaluated and audited;
  - 1.3.12. abide by the NSW Police Force Code of Conduct and Ethics in relation to their involvement with the CCTV [ProjectNetwork](#).

## 2. Review

~~2.1. In the first year of the operation of the CCTV, a bi-annual review is undertaken by each party, for the commencement of the CCTV operation, to identify whether the purposes of the Program are being complied with and objectives are being achieved. Following this, an annual review to follow at 12-month intervals, from the nominated date of the commencement of the operation of the project.~~

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~~Further to this, that a notice be sent out by Wagga Wagga City Council one month prior to the review date to each party, so that submissions can be compiled as to proposed changes to Policy and/or Procedures.~~

### 2.1. This MOU is to be reviewed bi-annually

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2.2. This MOU will only be varied by written agreement between Council and the Police.

## 3. Complaints

3.1. The Police will direct all of its complaints about the CCTV Project Network to the General Manager of Council.

3.2. Council will direct all of its complaints (non-public) about the CCTV Project Network that relate to the Police to the Riverina Police District Local Area Commander.

## 4. General

4.1. ~~The~~is MOU is not to be construed as creating legally enforceable contractual obligations nor any relationship or partnership as defined in the Partnership Act 1892 (NSW)

4.2. The parties expressly acknowledge that this MOU:

4.2.1. Is not suitable for any legislation

4.2.2. Does not derogate or otherwise affect the parties obligations under the Privacy and Personal Information Protection Act 1998 (NSW); and

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4.2.3. Cannot override any provision in legislation that is inconsistent with this MOU or any attachment thereto.



Signed by Wagga Wagga City Council

.....  
| Mayor – Phil Pinyon Councillor Dallas Tout

.....  
| Signed by NSW Police – Wagga Wagga Local Area Command Riverina Police District

.....  
| Superintendent Commander – Bob Noble Andrew Spliet

.....  
Dated

# Closed Circuit Television (CCTV) Policy

**Reference number:** POL 058  
**Approval date:** 16 December 2013  
**Policy owner:** Manager Information and Communication  
Technology Services  
**Next review:** May 2023

This policy underpins the management and operation of Closed Circuit Television (CCTV) within ~~the Central Business District (CBD) of~~ Wagga Wagga Local Government Area. Standard Operating Procedures will guide staff in the day-to-day operation of the scheme and ensure alignment with the NSW Government Policy Statement and Guidelines for the Establishment and Implementation of CCTV in Public Places.

Operating a CCTV system can be complex, time-consuming, and costly, therefore it is necessary that appropriate policies and procedures are in place to ensure the CCTV system operates efficiently and effectively. This Policy and the Standard Operating Procedures will also increase public confidence that Council's CCTV system is appropriately controlled, administered and accountable.

This CCTV scheme is aimed at the detection and conviction of offenders. Council recognises that the presence of CCTV can have a deterrent effect on crime and antisocial behaviour ~~within the CBD~~, whilst contributing to a greater sense of safety in the community. CCTV is part of the broader community safety strategy within the City. The CCTV cameras will not be monitored by the Wagga Wagga City Council but will capture images that can be used to assist NSW Police. The NSW Police may also passively monitor live images provided by the CCTV scheme.

## Purpose

**To reduce the fear of crime as measured by:**

- Increased community perception of safety within the cityCBD

**To assist in the apprehension and prosecution of offenders as measured by:**

- Increase in the number of offenders identified
- Increase in the number of offenders apprehended



## POL 058 – Closed Circuit Television (CCTV) Policy

## Scope

This policy relates to the CCTV cameras in locations identified as being publicly accessible, having the highest risk of crime within the CBD.

Although every effort will be made to ensure maximum effectiveness of the system it is not possible to guarantee that the system will detect every incident taking place within the area of coverage.

## Policy Provisions

### Responsibilities

#### Wagga Wagga City Council:

Wagga Wagga City Council is the owner and operator of the public place CCTV scheme. Council has responsibility for securing funding, responsibility to consult with and inform the community, and responsibility for design, management, running costs, evaluation and audit activities.

The CCTV system provided will not be monitored live by Council. Council will maintain all equipment and will be responsible for recording images that can be used to assist NSW Police. It is acknowledged that from time to time equipment will fail and while every endeavour will be made to ensure that all equipment is functioning at all times Council cannot guarantee this.

#### NSW Police Force:

~~The NSW Police Force is not responsible for the funding or the operation of CCTV schemes.~~ The Standard Operating Procedures for the scheme ~~incorporates~~ incorporate protocols covering communication and liaison between Council and NSW Police. A CCTV monitor is located within the Wagga Wagga Police Station for passive monitoring only. This location and use of this monitor has been determined in accordance with the NSW guidelines for the monitoring of CCTV. NSW Police are provided with the ability to review stored footage and download for evidentiary purposes.

## POLICY CONTENT

### General Provisions

#### Guiding Principles

The nine principles outlined in the NSW Government Policy Statement and Guidelines for the Establishment and Implementation of CCTV in Public Places include issues

## POL 058 – Closed Circuit Television (CCTV) Policy

relating to privacy, fairness, public confidence and support, managerial efficiency and effectiveness, and police involvement in public area CCTV. The principles below are essential for the implementation of CCTV:

- **The Ownership of Schemes and Its Accompanying Responsibilities**

**Principle:** The ownership of public area CCTV schemes must be clear and publicly known and ensure appropriate public accountability.

- **Community Consultation**

**Principle:** When considering setting up or significantly expanding a public area CCTV scheme, the relevant concerns of all parties potentially affected by the scheme should be taken into account through an effective community consultation strategy. Consultation will help to ensure that schemes meet local needs and circumstances, and that the operation of the scheme has the support of those affected by it.

- **Setting Clear Objectives**

**Principle:** Clear scheme objectives should be set to guide the design, implementation, management and outcomes of public area CCTV. A clear statement of objectives will provide a basis for effective monitoring and evaluation of the scheme, and help to ensure that the use of CCTV is consistent with overall crime prevention objectives.

- **Integrated Approaches to Crime Prevention**

**Principle:** The implementation of CCTV should be part of an integrated, multi-agency approach to crime control and community safety.

- **Police Involvement in Public Area CCTV Schemes**

**Principle:** While the NSW Police Force should not fund or operate public area CCTV schemes, it should be closely involved in the assessment and planning phase, including risk analysis and evaluation. The Standard Operating Procedures for the scheme should incorporate protocols covering communication and liaison between the scheme operators and the police.

- **Managing and Operating Schemes**

**Principle:** Schemes should be open and accountable and operate with due regard for the privacy and civil rights of individuals and the community.

## POL 058 – Closed Circuit Television (CCTV) Policy

- **Evaluation**

**Principle:** Effective evaluation of schemes is essential in order to identify whether their formal objectives are being achieved. Evaluation frameworks should be developed at the planning stage of the scheme.

- **Complaints**

**Principle:** Publicly accountable, impartial and fair schemes should have procedures for dealing with complaints.

- **Monitoring and Auditing**

**Principle:** Audit is needed to provide an account of the operation of a scheme, by testing its compliance against relevant policy, legislation and procedures, and to be used as the basis of recommendations for improved practice.

## Specific Provisions

### Disclosure

CCTV footage and records will only be used and disclosed in accordance with the primary purpose of collection. This CCTV scheme is aimed at the detection and conviction of offenders, with footage to be provided to NSW Police for retrospective review.

In accordance with the NSW Government Policy Statement and Guidelines for the Establishment and Implementation of CCTV in Public Places reasonable steps are taken to protect information gathered through public place CCTV from misuse or inappropriate disclosure.

### Disposal

Where footage has been provided to NSW Police it is their responsibility to appropriately retain and destroy the record of the footage in accordance with their protocols.

### Privacy

The Privacy and Personal Information Protection Act 1998 covers local government authorities as public sector agencies and as such needs to be addressed when considering the establishment and implementation of CCTV.

CCTV in public places need to balance the need for public safety against the right to privacy for members of the public. The CCTV scheme needs to be operated with respect for people's privacy and their right to conduct or engage in lawful activities.

The NSW Government Policy Statement and Guidelines for the Establishment and Implementation of CCTV in Public Places states:

## POL 058 – Closed Circuit Television (CCTV) Policy

*Continuing community support for the operation of CCTV schemes will depend upon the confidence people have that the scheme is providing the anticipated benefits. It is therefore essential that:*

- *the recording and retention of images should be undertaken fairly and lawfully;*
- *the purpose for which the information is being obtained is known;*
- *the information not be used for any other purpose than that proclaimed;*
- *people be aware that they may be subject to CCTV surveillance;*
- *the CCTV surveillance should only be used to identify crimes occurring within the CCTV area;*
- *the CCTV surveillance should never be used to monitor or track individuals who have not obviously been involved in a crime;*
- *the CCTV surveillance should not be used for general intelligence gathering; and*
- *the owners of the scheme are known and accountable for its operation.*

CCTV information and records are to be handled in accordance with the Privacy and Personal Information Protection (PPIP) Act 1998 and the Privacy and Personal Information Regulation 2005. Use and disclosure of CCTV footage and personal information must only be in accordance with privacy laws.

The Privacy and Personal Information Regulation 2005 exempts councils from certain provisions of the PPIP Act relating to the use of CCTV cameras, specifically as follows:

- Council is exempt from section 11 of the Act with respect to the collection of personal information by using a CCTV camera that the council has installed for the purpose of filming a public place if the camera is positioned so no other land is filmed (unless it is not reasonably practicable to avoid filming the other land when filming the public place).
- Council is also exempt from section 18 of the Act with respect to the disclosure to the NSW Police Force of personal information by way of live transmission from such a CCTV camera.

The Standard Operating Procedures will ensure:

- persons are informed about the collection and purpose for collection of the personal information in accordance with section 10 of the PPIP Act, and
- that the information is protected by taking reasonable security safeguards against loss, unauthorised access and misuse in accordance with section 12 of the PPIP Act

These aspects are addressed in the Standard Operating Procedures to ensure compliance with the Privacy and Personal Information Regulation 2005.

## POL 058 – Closed Circuit Television (CCTV) Policy

## Legislative Context

- NSW Government Policy Statement and Guidelines for the Establishment and Implementation of CCTV in Public Places
- Privacy and Personal Information Protection Act 1998
- Privacy and Personal Information Regulation 2005
- Surveillance Devices Act 2007
- Government Information (Public Access) Act 2009
- The Workplace Surveillance Act 2005

## Related Documents

- NSW Government Policy Statement and Guidelines for the Establishment and Implementation of CCTV in Public Places
- CCTV Standard Operating Procedures

## Definitions

Term	Definition
Closed Circuit Television (CCTV)	A surveillance system in which a number of cameras are connected through a closed circuit. The footage taken by the cameras is sent to a television monitor or recorder. CCTV systems consist of cameras, monitors, recorders, interconnecting hardware and support infrastructure
Passive monitoring	Where CCTV monitors may be intermittently viewed.
<a href="#">Publicly Accessible Location</a>	<a href="#">A location that is accessible to members of the community at any time without approval or supervision.</a>
Retrospective review	Where CCTV footage is reviewed after an incident

## Revision History

Revision number	Council resolution	Council meeting date
1	Res No: 13/339.9	16 December 2013
2	Res No: 17/279	28 August 2017

**RP-16 2021/22 WORKS IN PROGRESS AND BUDGET REVOTES****Author:** Shay Lucas**Executive:** Carolyn Rodney**Summary:**

This report is for Council to consider and approve the proposed 2021/22 capital and operating budget revotes and works in progress required to manage the 2022/23 budget and Long-Term Financial Plan.

**Recommendation**

That Council:

- a approve the proposed 2021/22 capital and operating budget revotes into the 2022/23 financial year as presented in this report
- b note the 2021/22 capital and operating works in progress transfers into the 2022/23 financial year as presented in this report

**Report**

This report provides a summary of the 2021/22 capital works in progress (including multi-year projects) and those projects that have not yet commenced as at 30 June 2022.

The adoption of the recommendation will enable the revote of the funding allocation from the 2021/22 budget for projects that have not commenced, to the 2022/23 budget.

The report also highlights the various works in progress as at 30 June 2022 noting that the unexpended funds will automatically transfer to the 2022/23 financial year without the need for a Council resolution, as per Section 211 of the *Local Government (General) Regulation 2005*.

It is important to note that the estimated works in progress and revote figures that are presented in this report are indicative and may be subject to change pending the finalisation of the 2021/22 financial statements.

**2021/22 Project Revotes and Works in Progress Transfers**

The tables included in the Attachment provide details of the total capital works program for 2021/22, the projects recommended for revoting and the works in progress. Below is a summary of each table:

Reference	Description	Amount
Table A	2021/22 Capital Works Summary	
Table B	Capital Project Revotes	\$5,548,814
Table C	Capital Projects – Works in Progress	\$37,923,186
Table D	Operating Project Revotes	\$3,772,316
Table E	Operating Project – Works in Progress	\$3,580,176

By approving in principle these requests, the total 2022/23 revised capital works program based on the budgets adopted in the Long Term Financial Plan (LTFP) will be:

\$ 13,596,521 – 2022/23 LTFP Adopted One-off Capital Works Budget  
\$ 18,890,352 – 2022/23 LTFP Adopted Recurrent Capital Program  
\$ 43,472,000 – Requested for Revote and as Works in Progress Transfers\*  
**\$ 75,958,873 – Proposed Capital Works Program 2022/23\***

\*The estimated Revotes and Works in Progress figures that are presented in this report are indicative and are subject to change pending the finalisation of the 2021/22 financial statements.

Please note that the Capital Works Pending category currently has a total budget of \$59,812,944 allocated to projects for 2022/23 that has not been included in the above totals. The assumption is that these projects may also be voted into the delivery program during the 2022/23 financial year.

Please also be advised that once the financial year is finalised with all 2021/22 invoices paid and the outstanding commitments are determined as to which year they relate, the 2021/22 proposed budget revotes and works in progress transfer amounts may reduce. The \$43,472,000 figure shown above for Capital (\$5,548,814 + \$37,923,186) assumes all current outstanding commitments for the projects will be paid from the 2022/23 financial year budget.

## Policy and Legislation

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### ***Local Government (General) Regulation 2005***

#### ***Section 211 Authorisation of expenditure***

- (1) *A council, or a person purporting to act on behalf of a council, must not incur a liability for the expenditure of money unless the council at the annual meeting held in accordance with subclause (2) or at a later ordinary meeting:*
  - (a) *has approved the expenditure, and*
  - (b) *has voted the money necessary to meet the expenditure.*
- (2) *A council must each year hold a meeting for the purpose of approving expenditure and voting money.*
- (3) *All such approvals and votes lapse at the end of a council's financial year. However, this subclause does not apply to approvals and votes relating to:*
  - (a) *work carried out or started, or contracted to be carried out, for the council,*  
*or*
  - (b) *any service provided, or contracted to be provided, for the council, or*
  - (c) *goods or materials provided, or contracted to be provided, for the council,*  
*or*
  - (d) *facilities provided or started, or contracted to be provided, for the council,*  
*before the end of the year concerned, or to the payment of remuneration to*  
*members of the council's staff.*

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## Link to Strategic Plan

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### Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We are accountable and transparent

### Risk Management Issues for Council

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

- If Council determine not to approve the operating and capital revotes, the justification for the revote relating to each project being outlined in the report, highlights some of the potential risks for Council.

### Internal / External Consultation

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All relevant areas within the Council have consulted with the Finance Division in relation to the works in progress and revotes listed in this report.

### Attachments

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1   2021.22 Carryover List Attachment



TABLE A – 2021/22 CAPITAL WORKS SUMMARY

TOTAL CAPITAL PROGRAM - 2021/22							
Capital Projects Categories	Original Budget	Revised Budget (incl 2020/21 Revotes + WIP)	Approved Budget	Total Exp*	% Budget Exp	Remaining Budget*	2021/2 Revotes + WIP Transfers Requested*
Capital Projects One-off	75,756,060	33,131,701	<b>108,887,761</b>	69,094,246	63.45%	40,129,752	<b>39,537,573</b>
Capital Projects Recurrent	18,512,675	1,133,123	<b>19,645,798</b>	11,763,952	59.88%	7,740,496	<b>3,934,427</b>
Pending Projects	43,269,470	(43,269,470)	<b>0</b>	0	0.00%	0	<b>0</b>
	<b>137,538,205</b>	<b>9,004,646</b>	<b>128,533,559</b>	<b>80,858,198</b>	<b>62.91%</b>	<b>47,870,248</b>	<b>43,472,000</b>

\*Figures may change pending finalisation of 2021/22 financial statements

TABLE B – 2021/22 CAPITAL PROJECT REVOTES

JOB	CAPITAL PROJECT REVOTES	AMOUNT	FUNDING	JUSTIFICATION
21274	Bourke St & Bourkelands Dr Intersection Upgrade	99,942	S7.11	Carryover of funds required due to the shortage of resources in the project management team.
21366	Cemetery Outdoor Touch Screen Kiosk	14,957	GPR	There has been delays with the project due to supplier and IT resourcing shortages so a carryover will be required.
21666	Civic Theatre Stage Upgrade	41,231	GRANT	This project is to be carried over, as it is scheduled for delivery in January 2023 as per the funding agreement.
16458	Community Amenities – Kessler Park – Renew	28,924	GPR	There has been grant funding obtained in 2022/23 for this project through NSW Stronger Country Communities Fund with the works program scheduled in 2022/23, so these Council funds will need to be carried over.
12922	Glenfield Rd Corridor Works	72,655	S7.11	Carryover of funds required due to the shortage of resources in the project management team.
18738	Glenfield Rd Drainage Remediation (North of Fernleigh Rd)	101,536	S64	This project is still in the preliminary initiation stage so will need to be carried over to 2022/23 for completion.
70092	GWMC - Progressive Site Rehab	64,949	RESERVE	These design works which are still to be completed will become part of the larger rehabilitation project which is budgeted to commence in 2022/23.
21791	Humula Infrastructure Upgrade	42,734	GRANT	The grant funding for this project was only recently received, so this funding will need to be carried over for completion in 2022/23.
21682	Library Shelf-Ready Processing	2,000	GPR	This was a late Council resolution to bring these funds forward from 2022/23 but this project was not completed, so remaining funds have been requested for carryover.
21778	Mangoplah Recreation Reserve Amenities Block Upgrade	119,606	GRANT	The grant funding for this project was only recently received, so this funding will need to be carried over for completion in 2022/23.
21345	Museum Acquisitions	14,837	RESERVE	As the Museum Redevelopment capital works project was not completed in 2021/22, funds are required to be carried over for the initial set-up and exhibition fit-out of the new building.
18792	River Life – Public Art	34,893	RESERVE	This is a multi-year project that has been delayed due to Covid-19 so the carryover of funds are required. Consultation with the artist has commenced, with the commissioning process to occur during 2022/23.
50375	Sewer - Bomen Infrastructure - New Assets	1,361,519	RESERVE	This budget relates to the Council contribution for the RIFL subdivision service installation for sewer and stormwater which has not been completed in 2021/22 so will need to be carried over as per the RIFL agreement.
50384	Sewer - Install Flowmeters at Major Pumpstations	34,889	RESERVE	The priority pump stations have now been identified with the purchase and installation to occur in 2022/23 as per the schedule so funds will need to be carried over.
50258	Sewer - Pump Station SPS39 Copland St New Assets	65,145	RESERVE	The preliminary designs of the pump station are to commence along with the rising main and associated construction works budgeted in 2022/23 so these funds will need to be carried over.
50199	Sewer - Pump Station SPS22 Elizab Ave F/Hill New Assets	299,012	RESERVE	The design has been completed for this project, but there is a 6-8 week delay of supplies, so funds will need to be carried over for completion to go with budgeted funds that are in 2022/23.
50256	Sewer Pump Station SPS30 Bomen New Assets	1,840,106	RESERVE	Funds are to be carried over to 2022/23 for the completion of the new pump station as part of the RIFL Agreement.
17040	Sportsground Lighting Program - Estella	329,718	GPR/ CONTRIB	The Estella Oval lighting project is to be deferred as grant funding is still to be received to contribute towards this project.
15267	Sportsground Lighting Program - Anderson Oval	321,829	GPR/ CONTRIB	The Anderson Oval lighting project is to be deferred as grant funding is still to be received to contribute towards this project.
19526	Stormwater - Copland St Drainage Project	107,780	S64	This is a Stormwater DSP project which is still in initial planning stage. Funds are required for carryover to complete the project in 2022/23.
21792	Tarcutta Memorial Hall Upgrade	72,398	GRANT	The grant funding for this project was only recently received, so this funding will need to be carried over for completion in 2022/23.

JOB	CAPITAL PROJECT REVOTES	AMOUNT	FUNDING	JUSTIFICATION
21789	Tarcutta Recreation Reserve Infrastructure Upgrade	74,299	GRANT	The grant funding for this project was only recently received, so this funding will need to be carried over for completion in 2022/23.
21776	Wagga Cricket Ground Roof Replacement	32,374	GRANT	Carryover is required as this project relates to grant funding obtained through NSW Crown Reserve Improvement Fund with the works program scheduled for completion within the 2022/23 financial year.
21777	Wiradjuri Walking Track Upgrade & Repair	256,464	GRANT	The grant funding for this project was only recently received, so this funding will need to be carried over for completion in 2022/23.
16497	Wollundry Lagoon Admin Building Protection Bank	115,019	S7.11	Flood barriers have been identified and Council is currently seeking quotations to purchase required materials, so carryover will be required for completion of this project in 2022/23.
	<b>TOTAL</b>	<b>5,548,814</b>		

**TABLE C – 2021/22 CAPITAL PROJECTS - WORKS IN PROGRESS TRANSFERS**

JOB	CAPITAL PROJECTS - WORKS IN PROGRESS TRANSFERS	AMOUNT	FUNDING
21577	54 Johnson St Property Acquisition	157,347	RESERVE
18812	Active Travel Plan - Stage 1	3,438,559	S7.11/GRANT
21130	Active Travel Plan - Stage 2	287,484	S7.11/GRANT
21620	Active Travel Research Project	20,647	GRANT
21686	Agile Library Book Collection	20,000	GPR
47323	Airport - Ancillary Land Acquisition	14,542	RESERVE
47328	Airport - Light Aircraft Precinct Works	74,098	RESERVE
20582	Art Gallery Air Conditioning Upgrade	6,332	GRANT
21086	Bagley Drive Land Acquisition	139,058	RESERVE
21275	Bakers Lane Widening + Intersection Upgrade	10,109	S7.12
21624	Bolton Park Stadium Repairs & Upgrades	25,560	RESERVE
17760	Bolton Park Upgrade	141,094	S7.11
21687	Book Club Program	36,178	GPR
18847	Botanic Gardens Museum Site Redevelopment Project	1,635,253	GPR/S7.11/GRANT
19546	Botanic Gardens Zoo - Stage 2 CCTV	9,997	GPR
21498	CCTV Camera Replacement Baylis St	39,510	GPR/RESERVE
19567	Civic Theatre Audio System Upgrade incl Sound Desk	17,922	RESERVE
21308	Civic Theatre Lift Control Upgrade	69,191	GPR
21816	Cremator Brickworks Reline	199,841	RESERVE
21348	Dobney Ave & Pearson St Pavement Rehabilitation	705,062	GPR/RESERVE/GRANT
21476	Duke of Kent Community Building	766,176	RESERVE
13684	Dunns Rd - Roads & Traffic Facilities	2,892,406	RESERVE/GRANT/BORROWINGS
19590	Euberta Hall & Sportsground Water Bore & Irrigation System	42,166	GPR
15084	Farrer Road Widening & Reconstruction	68,436	RESERVE
18922	Female Change Room Facilities	113,091	GRANT
21900	Fleet Plant & Equipment Purchases	2,897,252	RESERVE/SALES
21285	Flowerdale Foot Bridge	132,089	GRANT
19649	Gobbagombalin - 2 local parks	477,590	S7.11
19534	Gobbagombalin Stormwater Infrastructure	86,452	S64
19604	Gregadoo Road Corridor Works	117,207	RESERVE
70147	GWMC - Domestic Precinct	29,238	RESERVE
70135	GWMC - Gas capture network expansion & gas powered evaporator	496,315	RESERVE
70178	GWMC - Monocell Construction	99,747	RESERVE/GRANT
70168	GWMC - Plant Shed	42,118	RESERVE
70101	GWMC - Road Rehabilitation	39,335	RESERVE
70164	GWMC - Construction of New Cell	305,251	RESERVE/GRANT
19668	Harris Road to Open Space (shared path)	185,296	RESERVE
12941	Jubilee Oval to Red Hill Road - Drainage Improvements	87,698	RESERVE
18638	Lake Albert - Raising Water Level	219,759	RESERVE
21004	Lake Albert Rd Stage 3A Urban Asphalt	1,028,074	GPR/RESERVE/GRANT

JOB	CAPITAL PROJECTS - WORKS IN PROGRESS TRANSFERS	AMOUNT	FUNDING
21003	Lake Albert Rd Stage 3B Urban Asphalt	354,265	GPR/GRANT
21691	Library Accessible Toilet Upgrade	20,719	GPR
21446	Library Capital Works Stage 1 (State Library Infrastructure Grant)	216,292	GRANT
21195	Library Capital Works Stage 1 (State Library Priority Grant)	12,262	GRANT
21683	Library Cataloguing	2,000	GPR
21481	Library Community Learning Space Furniture	22,940	GRANT
21681	Library eResources	36,977	GPR
21678	Library Fit-out	24,124	GPR
19661	Lloyd Establish 3 Local Parks	49,643	S7.11
45106	LMC - Landscaping	15,316	RESERVE
45111	LMC - Resurface Existing Sheep Yards	980,806	RESERVE
19736	Lord Baden Powell Drive Redevelopment Project	83,533	GRANT
17742	Murray St Stormwater Project	10,808	RESERVE
18796	Northern Sporting Precinct (Peter Hastie Oval)	1,284,707	RESERVE/BORROWINGS
28121	Oasis - Circulation Pumps	47,611	RESERVE
28162	Oasis - Energy Savings Projects	1,481,931	S7.11/RESERVE
28192	Oasis - Replacement of Portable Disabled Lift	25,000	GPR/RESERVE
21598	Old Narrandera Road Sealing - Fixing Local Roads	534,307	GRANT
16532	Pavement Rehabilitation Program	309,266	GPR/RESERVE/GRANT
39042	Pedestrian Facilities (PAMP) Program	50,468	GPR
15090	Pine Gully Road - Bike Track	124,660	RESERVE/BORROWINGS
19601	Pine Gully Road Corridor Works	31,674	RESERVE
17976	Pomingalama Multisport Cycling Complex	191,913	RESERVE/GRANT/BORROWINGS
19681	Red Hill Road Upgrade	50,999	RESERVE/BORROWINGS
20550	RIFL Stage 2B - Terminal Works	264,539	CONTRIBUTION/BORROWINGS
19545	RIFL Stage 2C - Industrial Subdivision - Civil Works	12,466,463	GRANT
21082	RIFL Stage 3D - Relocation of Power	679,717	GRANT/CONTRIBUTION
18798	Riverside - Wagga Beach Landscape Upgrade Stage 2	243,031	S7.11/RESERVE/GRANT/BORROWINGS
21367	Riverside Basketball Court Upgrade	9,800	GPR
50224	Sewer - Ashmont SPS, Rising Main & Gravity Main Upgrade	27,392	RESERVE
50266	Sewer - Treatment Works Forest Hill Plant New Assets	138,147	RESERVE
15293	Sportsground Lighting Program - McPherson Oval	539,284	RESERVE/GRANT
12786	Street Lighting Improvements	32,600	GPR
19573	The Gap RFS Shed	99,852	GRANT
19334	Umbango RFS Shed	121,230	GRANT
18903	Victory Memorial Gardens Amenities	1,180	RESERVE
21497	Wagga Wagga Kart Club Facility Renewal	19,453	GRANT
21454	Your High Street Grant Program	144,800	RESERVE/GRANT
	<b>TOTAL</b>	<b>37,923,186</b>	

**TABLE D – 2021/22 OPERATING PROJECT REVOTES**

JOB	OPERATING PROJECT REVOTES	AMOUNT	FUNDING	JUSTIFICATION
13924	Asset Assessments for Revaluation	373,870	GPR	Existing funds are to be carried over to undertake a road laser assessment with completion early in the 2022/23 financial year.
12740	Botanic Gardens Zoo Masterplan	40,000	GPR/RESERVES	Covid-19 has restricted the availability of landscape architects to quote on the works due to travel restrictions. A landscape architect will be engaged to complete the plan in 2022/23.
14748	Community Survey	32,860	GPR	Council resolved on 27 June 2022 to include a new action in the operational plan 2022/23 to commence a full review of the Community Strategic Plan 2040. The purpose of the carry funds is to enable Council to engage resources to assist with the planning and commencement of broad community consultation activities.
20792	Destination Event	40,000	RESERVE	As per the Events Strategy, carryover of funds are required for the development of the Destination Event.
20797	DIAP Accessible Furniture for Library	12,555	RESERVE	The carryover of funds are required for the installation of DIAP accessible furniture and equipment after the Library Capital Works program Stage 1 refurbishment is completed.
19739	Destination NSW Flagship Spring Jam	24,827	GRANT	The Spring Jam event was cancelled in 2021/22 so NSW State Government grant funding is required to be carried over to instead hold a family friendly event in September 2022.
21304	Events Strategy	8,000	GPR	These funds are to be carried over and transferred to the Destination Management Strategy.
13637	Art Gallery - Glass Chrysalis	6,000	GPR	This project has been postponed due to Covid-19 and will be delivered in October 2022.
21795	Glenfield Drain & Flowerdale Storage Study 2021 FMP-0024	7,750	GRANT/STORMWATER LEVY	This project has recently gone out to tender in June 2022 so funds will need to be carried over to complete the work.
70151	GWMC - Organic Processing Plant Feasibility Study	200,000	RESERVE	This feasibility study will be completed in next financial year so funds are required for carryover.
13933	Integrated Planning & Reporting	20,072	GPR	Council resolved on 27 June 2022 to include a new action in the operational plan 2022/23 to commence a full review of the Community Strategic Plan 2040. The purpose of the carry funds is to enable Council to engage resources to assist with the planning and commencement of broad community consultation activities.
21793	Lake Albert Flood Mitigation Study 2021 FMP-0039	11,000	GRANT/STORMWATER LEVY	This project has recently gone out to tender in June 2022 so funds will need to be carried over to complete the work.
20029	Major Soccer Event	96,510	INCOME	Covid-19 impacts have not allowed this event to proceed to date, however staff will be participating in further discussions on this event in the near future.
21292	Events - Marketing & Promotions	10,000	GPR	These funds are to be carried over and transferred to the Destination Management Strategy.
16738	MOFFS Hot Spot Mitigation	77,872	STORMWATER LEVY	Funds are required to be carried over to implement recommendations determined from the MOFFS report.
18787	PCYC Contribution	2,358,781	BORROWINGS	The contribution as per the funding agreement and Council resolution, will be paid on completion of the overall project.

JOB	OPERATING PROJECT REVOTES	AMOUNT	FUNDING	JUSTIFICATION
51352	Sewer - Strategic Business plan	115,000	RESERVE	Funds are required for carryover for the completion of the 30 year Sewer Business Plan.
19519	Smart City Strategy	165,000	GPR/S7.11	Funds are required for carryover to allow resource allocation and completion during 2022/23.
21618	Squeeze Music Festival	12,500	GPR	This event was postponed and will take place during 2022/23 so funds will need to be carried over.
14265	Street Lighting Maintenance	30,000	GPR	The Fitzmaurice/Baylis Street lights need to be replaced and as there is not sufficient annual budget in 2021/22, the intent is to carryover the funds and add to the 2022/23 budget so that the project can be completed.
19626	Upgrade Trees in Baylis St	31,218	S7.11	Once the CBD Masterplan is completed, funds will be utilised for CBD plantings/trees as determined in the masterplan.
21794	Uranquinty Levee Upgrade Study 2021 FMP-0032	9,000	GRANT/STORMWATER LEVY	This project will commence in August 2022 once the tender has been completed so funds are required for carryover.
21475	WaterRide Flood Modelling Software	89,500	STORMWATER LEVY	These funds will require carryover to complete the project which was to enhance the existing version of Council's WaterRIDE software to allow staff to access live and predictive flood modelling and grid flow, including staff training and an operations manual.
	<b>TOTAL</b>	<b>3,772,316</b>		

**TABLE E – 2021/22 OPERATING PROJECTS - WORKS IN PROGRESS TRANSFERS**

<b>JOB</b>	<b>OPERATING PROJECTS – WORKS IN PROGRESS TRANSFERS</b>	<b>AMOUNT</b>	<b>FUNDING</b>
19586	Accounts Payable Scanning System	32,610	GPR
20660	Art Gallery - Create NSW Grants	64,958	GRANT
20014	Arts & Culture Facility Grants S356	5,077	GPR
21006	Bomen Revegetation Program	174,482	GRANT
21622	Bookables Cemetery Module	10,200	GPR
18844	Bookings System Platform	48,147	GPR/RESERVE
12637	Bridge Inspection Program	16,285	GPR
38501	Calvary Hospital Precinct Salinity Pumps Maintenance	48,000	RESERVE
20844	CBD Masterplan	265,160	GPR/RESERVE
15503	Community Development Grants S356	2,117	GPR
15603	Community Sector Support	15,660	GRANT
21826	Covid-19 Safe Community Events	8,909	GRANT
21782	Cyber Security Software	76,200	RESERVE
20798	Digitisation of Planning Files - Civic Centre	57,483	RESERVE
19577	Destination NSW Flagship Winter Festival	1,664	GRANT
12990	Employee Recognition	15,271	GPR
21205	Event Promotion Grants S356	9,319	GPR/RESERVE
15308	Events Sponsorship	21,032	GPR
20843	Economic Business Development	95,802	RESERVE
20549	Flood Warning System - 2019/20 FM0091	5,194	GPR/GRANT
21585	Former Wiradjuri Landfill Contamination	38,351	RESERVE
15819	Fusion Festival	17,475	GPR/RESERVE/INCOME
70095	GWMC - Environment Update & Planning (New Cells)	151,618	RESERVE
17756	Inspiring Australia NSW Government Grant - Science Week	10,168	GRANT
36196	Integrated Transport Strategy Implementation Plan	61,545	S7.11
12283	Library Priority Funding Grant	96,855	GRANT
21824	Listen In Public Art Podcast	10,305	GRANT
21453	Local Land Services Weed Management Project	27,270	GRANT
14109	Local Heritage Fund Grants S356	5,550	GPR
45068	LMC Masterplan	49,235	RESERVE
15272	Maintain Recreational Assets	11,553	GPR
20712	Museum - Exhibition & Collection Research	48,453	GPR/GRANT
Various	Museum - Operating Expense Budget Savings	29,578	GPR
20759	Museum - Travelling Exhibitions	49,142	GPR/GRANT
15759	Neighbourhood/Rural Village Grants S356	2,480	GPR
19555	North Wagga Flood Mitigation Study 2018-19-FM-0071	146,074	RESERVE/GRANT
28140	Oasis Cogeneration Energy System Service	52,438	RESERVE



JOB	OPERATING PROJECTS – WORKS IN PROGRESS TRANSFERS	AMOUNT	FUNDING
28191	Oasis Gentle Exercises Classes	7,038	GRANT
13279	Parks City Presentation	27,273	GPR
19247	Plans of Management - Public Lands	53,651	GPR/GRANT
19587	Procure to Pay Automated Workflow	30,824	GPR/RESERVE
20541	Recruitment System	55,530	GPR
18887	RIFL – Heads of Agreement	804,196	GPR/SALES
20842	Regional Major Projects	9,030	RESERVE
20761	Regional Museum Officer Travel	3,582	GRANT
21825	Road Maintenance Audit	30,000	GPR
70032	Rural Tips Rehabilitation	179,868	RESERVE
20539	Salary & Progression System	45,491	GPR
50402	Sewer Development Servicing Plan	57,052	RESERVE
17752	Small Business Grants S356	15,853	GPR
20023	Spring Jam	16,445	GPR
19663	Street Canopy Plantings	90,362	S7.11
15577	Sustainable Environment Grants S356	2,192	GPR
12039	Traineeships	161,303	GPR/INCOME
21207	Visitor Economy Produce Development	14,860	GPR
19808	Wagga Inland Water Safety Management Plan	34,169	RESERVE
21040	Wagga Quality Public Space Demonstration Project	17,416	GRANT
13836	WH&S Health & Wellbeing Programs	50,963	GPR/RESERVE
19770	Wilks Park (Nth Wagga) Maintenance	9,931	GPR
21822	Winter Festival 2022	11,002	GPR/RESERVE
20592	Wiradjuri Walking Track Masterplan	9,677	GRANT
19605	Wiradjuri Walking Track Promotions	6,082	CONTRIBUTION
18818	Youth Led Performance Initiative Grants S356	8,719	GPR
20943	Youth Program (Australian Decorative & Fine Arts Society - ADFAS)	2,220	CONTRIBUTION
21814	Youth Program - We've got the Drive	38,756	GRANT
15453	Youth Week Grant	5,030	GPR/GRANT
	<b>TOTAL</b>	<b>3,580,176</b>	

## RP-17      2022 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - ELECTION OF DELEGATES AND MOTIONS

**Author:** Ingrid Hensley  
**General Manager:** Peter Thompson

**Summary:** The Local Government NSW (LGNSW) Annual Conference is taking place from 23 to 25 October 2022 at the Crowne Plaza Hunter Valley. The purpose of this Report is to elect delegates to attend the conference and to consider submitting motions to the Conference.

### Recommendation

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That Council:

- a endorse the Mayor and three (3) Councillors to attend the Local Government NSW Annual Conference to be held in the Hunter Valley from Sunday, 23 October 2022 to Tuesday 25 October 2022
- b elect three Councillor delegates referred to in (a) above to attend the Conference
- c endorse submitting motions to the conference as outlined in the report

### Report

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The [2022 Local Government NSW \(LGNSW\) Annual Conference](#) will be held at the Crowne Plaza, Hunter Valley from Sunday 23 October 2022 to Tuesday 25 October 2022.

The LGNSW Annual Conference will provide the opportunity to debate and discuss the key issues, to work towards a better future in a post-COVID NSW and participate in voting on motions, setting the LGNSW advocacy agenda for the coming year.

Motions for the Conference are now open and will close on 29 August 2022.

Motions for inclusion at the conference are currently being called for, and should be:

- consistent with the objects of the Association
- relate to local government in NSW and/or across Australia
- concern or are likely to concern local government as a sector
- seek to advance the local government policy agenda of the Association and/or improve governance of the Association
- have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws)
- are clearly worded and unambiguous in nature, and
- do not express preference for one or several members over one or several other members

Feedback was sought from Councillors with the following motion being the only one received.

### **Investment in IT infrastructure and cyber security for councils**

That Local Government NSW makes representation to the Federal and NSW State Government for assistance in improving and upgrading IT infrastructure and cyber security for NSW councils. LGNSW also add this topic to their platform.

#### *Notes from Council:*

Having up to date and reliable IT infrastructure and appropriate cyber security is not a luxury for councils, but a necessity. For many council's IT funding is utilised to maintain the current systems and there are cost barriers in the implementation of new software and hardware, as well as in upgrading and improving current systems. The necessity for each council, regardless of size, to provide the required level of IT infrastructure and cyber security means many smaller councils are even more vulnerable.

While not every council will require a range of software options for improved efficiency and service delivery, every council requires appropriate security from such attacks as ransomware attacks.

The most recent LGNSW Policy Platform of April 2022 does not mention IT infrastructure or related terms in any way. With such an essential aspect for councils throughout NSW, it is important for LGNSW to acknowledge its importance and ensure its advocacy on this issue is a priority.

In accordance with Council's membership with LGNSW, Council have four (4) votes at the Conference, therefore it is recommended that the Mayor attend with three (3) Councillors.

Provided in this link is the [2022 LGNSW Conference Program](#).

### **Financial Implications**

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The estimated cost for the nominated delegates to attend the conference is \$2,338 (registration, accommodation and conference dinner).

In addition, there will be further costs for travel and out of pocket expenses. Accommodation has already been pre-booked at the conference venue, using a conference discount. The conference will be funded from the Councillors' Conference budget which currently has a budget allocation of \$30,000 for the 2022/23 financial year.

### **Policy and Legislation**

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POL 025 - Payment of Expenses and Provision of Facilities to Councillors.

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## **Link to Strategic Plan**

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### **Community Leadership and Collaboration**

Objective: We have strong leadership

Outcome: We have leaders that represent us

### **Risk Management Issues for Council**

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N/A

### **Internal / External Consultation**

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Councillors and Executive team

**RP-18      ADOPTION OF CODE OF MEETING PRACTICE****Author:** Ingrid Hensley**General Manager:** Peter Thompson

**Summary:** | The Code of Meeting Practice is presented to Council for adoption following placement on public exhibition.

**Recommendation**

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That Council:

- a note there were no public submissions received during the exhibition and submission period
- b adopt the draft Code of Meeting Practice as amended
- c change the December 2022 Council Meeting date from 5 December 2022 to 12 December 2022 and extend the period of Leave of Absence for Councillor Georgie Davies from 5 December 2022 to 12 December 2022 (inclusive)
- d delegate authority to the Mayor to call an extraordinary meeting

**Report**

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Council at its meeting of 14 June 2022 resolved:

*That Council:*

- a *endorse the draft Code of Meeting Practice that is to be placed on public exhibition for a period of 28 days from 15 June 2022 to 12 July 2022 and invite public submissions until 26 July 2022 on the draft Code of Meeting Practice*
- b *receive a further report following the exhibition and submission period:*
  - i *addressing any submission made in respect of the Draft Code of Meeting Practice*
  - ii *proposing adoption of the Code unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period*

**Submissions**

The Code of Meeting Practice was placed on public exhibition from 15 June 2022 to 12 July 2022, with a submission period until 26 July 2022.

No submissions were received.

**Reflection**

As per the draft Code placed on public exhibition, it is proposed to replace the "Prayer" with a "Reflection" in the order of business.

The Code itself will not include the wording of the “Reflection”, however the below is the wording which will be used in the meeting:

*Councillors, let us in silence reflect upon our responsibilities to the community which we represent, and to all future generations and faithfully, and impartially, carry out the functions, powers, authorities and discretions vested in us, to the best of our skill and judgement.*

## Change to Council Meeting Date

With only one meeting scheduled for the December 2022 month, and it currently being early in the month, it is proposed to change the date of the Ordinary Meeting of Council from 5 December 2022 to 12 December 2022. Delaying the council meeting date by one week will allow Council officers to receive the end of month Investment Report information to incorporate into the monthly investment report, a requirement of the Local Government (General) Regulation 2021 Section 212.

An extract from Section 212 is shown below for Councillors information, which provides information on why the meeting date is required to be changed:

### **212 Reports on council investments**

- (1) The responsible accounting officer of a council—
  - (a) must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented—
    - (i) if only one ordinary meeting of the council is held in a month, at that meeting, or
    - (ii) if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and
  - (b) must include in the report a certificate as to whether or not the investment has been made in accordance with the Act, the regulations and the council’s investment policies.
- (2) The report must be made up to the last day of the month immediately preceding the meeting.

## Mayor’s Delegations

Wagga Wagga City Council (Council) has, in the past, delegated authority to the Mayor for certain functions. This is considered to be both appropriate and necessary to ensure the position of Mayor has the relevant authority to undertake the role effectively and in the best interests of the community.

In accordance with Section 377 of the *Local Government Act* 1993 (the Act), a Council may delegate functions, other than those specified and exempted under that Section.

The recommendation includes the authority in relation to Extraordinary Meetings of Council, to align to the draft Code of Meeting Practice, which includes an ability for the Mayor call an Extraordinary Meeting where there is the appropriate delegation.

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## Financial Implications

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It is a requirement that all meetings of the Council and committees of the Council be webcast on Council's website. Livestreaming of the Council meetings requires certain equipment and services. Included in Council's Long-Term Financial Plan 2022/23 is an annual budget allocation of \$24,000 for livestreaming Council's ordinary meetings utilising an external livestreaming provider.

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## Policy and Legislation

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The Model Code of Meeting Practice for Local Councils in NSW is prescribed under section 360 of the *Local Government Act* 1993 (NSW) ("the Act") and the Local Government (General) Regulation 2021 ("the Regulation") and applies to all meetings of councils and committees of councils of which all the members are councillors. A new Model Code of Meeting Practice was prescribed by the Regulation in November 2021.

The Model Code of Meeting Practice has two elements. It contains mandatory provisions (indicated in black font) that reflect the existing meetings provisions of the Act, and which update and enhance the meeting practice provisions previously prescribed under the Regulation, to reflect contemporary meetings practice by councils.

The Code also contains non-mandatory provisions (indicated in red font) that cover areas of meeting practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances and preferences. A code adopted or amended by the council must not contain provisions that are inconsistent with the mandatory provisions.

Before adopting a new Code of Meeting Practice, under section 361 of the Act, Councils are required to exhibit a draft of the code of meeting practice for at least 28-days and provide members of the community at least 42 days in which to comment on the draft code.

*Local Government Act* 1993 (NSW)

Local Government (General) Regulation 2005

Model Code of Meeting Practice for Local Councils in NSW 2018

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## Link to Strategic Plan

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### Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We are accountable and transparent

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## Risk Management Issues for Council

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The Wagga Wagga Council Code of Meeting Practice provides a regulatory and decision-making framework for Council Meetings to promote the accessibility, accountability and transparency of Council decisions. It also provides fundamental direction on how Council conducts its meetings.

## Internal / External Consultation

Councillors undertook formal training on the Model Code in March 2022 and workshopped the Model Code to ensure transparency and clear procedures/limitations in relation to remote attendance at meetings.

Following the release of the revised Model Code of Meeting Practice, Council officers considered the proposed amendments with a particular focus on Council's current adopted Code of Meeting Practice taking into account Council previous consideration of non-mandatory provisions and those provisions which are specific to the needs of Wagga Wagga City Council.

Before adopting a new Code of Meeting Practice, under section 361 of the Act, councils are required to exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

For the purpose of exhibition and review the draft Code of Meeting Practice placed on public exhibition shows the supplementary provisions and/or changes from Council's current Code of Meeting Practice or which are common practice by Council. That consultation aimed to ascertain the community's views on the new Draft Code of Meeting Practice. Specifically, Council is seeking community feedback on the non-mandatory and supplementary provisions incorporated into the Draft Code in order to ascertain the level of support for these provisions and evaluate whether any amendments are required prior to the adoption of the Code of Meeting Practice.

The exhibition and submission period was promoted through Council's website, Connect Wagga, social media and in Council News on 9 July 2022. No comments or submissions were received.

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

## Attachments

1.  Draft Code of Meeting Practice - Provided under separate cover



**RP-19 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**

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That Council receive and note the report.

**Report**

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

Councillor R Foley requested that Council consider membership with the Local Government Information Unit.

Staff have signed up for a trial to investigate the system further.

Councillor M Henderson requested an update on the future use of the crown land bordered by Nelson Drive, Plumpton Road and the Wagga Boat Club, in particular the status of proposed developments such a primitive campground and driving range.

Following Council endorsement staff submitted the draft Lake Albert Plan of Management to Crown Lands for review. Informal feedback provided by Crown Land indicated that the proposed change of land categorisation within the draft Plan of Management was not supported. Staff are currently investigating the permissibility of the development of a Primitive Campground on land that is categorised as Park. Further advice will be provided once this is determined.

Councillor R Kendall noted recent road makings that identify areas of future maintenance and road repairs and requested that an update on Council's intention, particularly for the more significant road repairs, including a summary of current works, what has been identified and when identified works are to be undertaken, this will allow the community to be informed and community expectations are managed.

These programs are being developed and Councillors will be updated via the Councillor bulletin.

**Financial Implications**

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N/A

**Policy and Legislation**

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Wagga Wagga City Council Code of Meeting Practice

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## **Link to Strategic Plan**

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### **Community Leadership and Collaboration**

Objective: We have strong leadership

Outcome: We have leaders that represent us

### **Risk Management Issues for Council**

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N/A

### **Internal / External Consultation**

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N/A

## **QUESTIONS/BUSINESS WITH NOTICE**

## **CONFIDENTIAL REPORTS**

### **CONF-1      RFT2023-02 ROAD STABILISATION PRODUCTS SUPPLY**

**Author:** Warren Faulkner

**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      FUNDING AGREEMENT FOR INDUSTRIAL SUBDIVISION – SPECIAL ACTIVATION PRECINCT**

**Author:** Andrea Crossley

**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-3      BOMEN INDUSTRIAL LAND SALE - PART LOT 22 DP 1120176**

**Author:** Matthew Dombrovski

**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-4      COMPLETION OF CONTRACT AND OFFER TO STATE GOVERNMENT - 4 TRAHAIRS ROAD BOMEN**

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

**MINUTES** of the **ORDINARY MEETING OF COUNCIL** held on **Monday 18 July 2022.**

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**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)
Chief Financial Officer	(Mrs C Rodney)
Chief Operating Officer	(Mr S Gray)
Manager Corporate Governance & Risk	(Ms I Hensley)
Manager Community Services	(Ms M Scully)
Manager Environmental & Regulatory Services	(Mr M Gardiner)
Corporate Governance Coordinator	(Mrs N Johnson)
Strategic Asset Planner (Parks & Recreation)	(Mr B Creighton)
Property Coordinator	(Mr M Dombrovski)
Communications & Engagement Officer	(Mrs M Schoonmaker)
Communications & Engagement Officer	(Ms C Jones)
Governance Officer	(Ms K West)
Environmental Coordinator	(Mrs Carly Hood)
Visitor Economy Development Officer	(Ms Kimberly Parker)

**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.

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This is page 1 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **18 JULY 2022.**

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



**MINUTES** of the **ORDINARY MEETING OF COUNCIL** held on **Monday 18 July 2022**.

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### **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**

No apologies were received.

### **LEAVE OF ABSENCE**

#### **22/210 RESOLVED:**

On the Motion of Councillors D Hayes and T Koschel

**That Council grant Leave of Absence to Councillor Georgie Davies from Monday, 10 October 2022 to Monday, 5 December 2022 inclusive, noting this leave of absence includes Council, Public Art Advisory Panel and Australia Day Committee meetings for this period.**

**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

### **NOTICE TO 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.

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This is page 2 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **18 JULY 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 18 July 2022.

---

**CONFIRMATION OF MINUTES**

**CM-1 ORDINARY COUNCIL MEETING - 27 JUNE 2022**

**22/211 RESOLVED:**

On the Motion of Councillors R Kendall and M Henderson

**That the Minutes of the proceedings of the Ordinary Council Meeting held on 27 June 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 A Parkins declared a Non-Significant Non-Pecuniary Interest in CONF-1 RAIDERS NRL MATCH 2023, the reason being that her employer is named in the report and remained in the chamber during its consideration.

Councillor T Koschel declared a Non-Significant Non-Pecuniary Interest in RP-7 2022/23 BUDGET VARIATIONS AND 30 JUNE 2022 INVESTMENT REPORT, the reason being that his employer is named in the report and remained in the chamber during its consideration.

Councillor R Kendall declared a Non-Significant Non-Pecuniary Interest in RP-3 MAJOR EVENTS FESTIVALS AND FILMS SPONSORSHIP - ROUND ONE, the reason being that he has undertaken voluntary work with the Rywang community, however not in relation to the sponsorship application, and remained in the chamber during its consideration.

The Mayor, Councillor D Tout declared a Significant Non-Pecuniary Interest in RP-3 MAJOR EVENTS FESTIVALS AND FILMS SPONSORSHIP - ROUND ONE, the reason being that he provides ongoing support to the Rywang community, and vacated the chamber during its consideration.

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This is page 3 of the MINUTES of the ORDINARY MEETING OF COUNCIL of the Council of the CITY OF WAGGA WAGGA held on 18 JULY 2022.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 18 July 2022.

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**PROCEDURAL MOTION - CHANGE OF STANDING ORDERS**

**22/212 RESOLVED:**

On the Motion of Councillors D Hayes and T Koschel

**That Council bring forward consideration of EnGlobo.**

**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

**PROCEDURAL MOTION - ENGLOBO**

**22/213 RESOLVED:**

On the Motion of Councillors R Kendall and T Koschel

**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 to RP-6, RP-8, RP-9, CONF-1 and CONF-2 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

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This is page 4 of the MINUTES of the ORDINARY MEETING OF COUNCIL of the Council of the CITY OF WAGGA WAGGA held on 18 JULY 2022.

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

**MINUTES** of the **ORDINARY MEETING OF COUNCIL** held on **Monday 18 July 2022.**

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**PUBLIC DISCUSSION FORUM**

**NOM-1 NOTICE OF MOTION - CAT CONTAINMENT**

- Dr Lynne Bodell (Lynne Bodell Veterinary Clinic) – Speaking in favour of the report

**RP-2 PECK STREET PARKING - WAGGA WAGGA BASE HOSPITAL**

- Mr Michael Morris (Murrumbidgee Local Health District - Wagga Wagga Base Hospital) – Speaking against the Report.

**PROCEDURAL MOTION - CHANGE OF STANDING ORDERS**

**22/214 RESOLVED:**

On the Motion of Councillors J McKinnon and G Davies

**That Council bring forward consideration of NOM-1 NOTICE OF MOTION - CAT CONTAINMENT and RP-2 PECK STREET PARKING - WAGGA WAGGA BASE HOSPITAL to follow the public discussion Forum.**

**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

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This is page 5 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **18 JULY 2022.**

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 18 July 2022.

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**MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN**

**NOM-1 NOTICE OF MOTION - CAT CONTAINMENT**

**22/215 RESOLVED:**

On the Motion of Councillors J McKinnon and T Koschel

**That Council:**

- a write to the Office of Local Government and to any other relevant agency to request an update to any changes in legislation for NSW to provide a mechanism for Councils to introduce cat curfews in their Local Government Areas (LGA) to more responsibly manage cats**
- b write to LGNSW requesting an update of any advocacy on this issue since cat containment became part of the policy platform in 2019**
- c receive a report that considers**
  - i any additional actions or policy changes open to Council at this time in order to encourage responsible cat management and cat containment in the Wagga Wagga LGA**
  - ii the current NSW State Government program “Keeping Cats Safe at Home” and whether it is worthwhile asking for inclusion if the program is expanded outside of the current 10 councils over the remaining 3 years left on the project**

**CARRIED**

**RECORD OF VOTING ON THE MOTION**

For the Motion

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

Against the Motion

M Henderson  
R Kendall

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This is page 6 of the MINUTES of the ORDINARY MEETING OF COUNCIL of the Council of the CITY OF WAGGA WAGGA held on 18 JULY 2022.

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

**MINUTES** of the **ORDINARY MEETING OF COUNCIL** held on **Monday 18 July 2022.**

---

**RP-2 PECK STREET PARKING - WAGGA WAGGA BASE HOSPITAL**

**22/216 RESOLVED:**

On the Motion of Councillors R Kendall and D Hayes

**That Council:**

- a** revoke the Murrumbidgee Local Health District “Authorised Vehicles Only” arrangement on Peck Street, Wagga Wagga upon completion of the multi-storey car park
- b** notify the Murrumbidgee Local Health District in writing of Councils decision, and
- c** remove the “MLHD Authorised Vehicles Only” parking signs on Peck Street to change the on-street parking to unrestricted parallel parking, 14 days after the notification is provided to the Murrumbidgee Local Health District

**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

**COUNCILLOR REPORT**

**CR-1 REPORT ON LGNSW SPECIAL CONFERENCE**

**22/217 RESOLVED:**

On the Motion of Councillors D Hayes and A Parkins

**That Council receive and note the report.**

**CARRIED**

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This is page 7 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **18 JULY 2022.**

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

**MINUTES** of the **ORDINARY MEETING OF COUNCIL** held on **Monday 18 July 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

**REPORTS FROM STAFF**

**RP-1      2021/22 MULTI-SPORT COMMUNITY FACILITY FUND - GRANT OFFER**

**22/218      RESOLVED:**

On the Motion of Councillors D Hayes and R Kendall

**That Council:**

- a      accept the funding offer of \$5,000,000 for Stage 1 of the Bolton Park Sports Hub project**
- b      accept the funding offer of \$2,741,255 for the construction of a synthetic running track at the Bill Jacob Athletics Centre**
- c      authorise the General Manager or delegate to enter funding agreements with the NSW Office of Sport for these projects**
- d      authorise the General Manager or delegate to enter a funding agreement with Tennis NSW for the Bolton Park Sports Hub contribution**
- e      authorise the affixing of Council's common seal to any relevant documents as required**
- f      approve the budget variations as detailed in the financial implication 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  
A Parkins

Against the Motion

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This is page 8 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **18 JULY 2022.**

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

**MINUTES** of the **ORDINARY MEETING OF COUNCIL** held on **Monday 18 July 2022.**

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RP-2 - Peck Street Parking - Wagga Wagga Base Hospital was moved to follow the public discussion forum.

**RP-3 MAJOR EVENTS FESTIVALS AND FILMS SPONSORSHIP - ROUND ONE**

The Mayor, Councillor D Tout declared a Significant Non-Pecuniary Interest and vacated the Chamber and the Chair, the time being 7:10pm.

Deputy Mayor, Councillor J McKinnon assumed the Chair, the time being 7.10pm.

**22/219 RESOLVED:**

On the Motion of Councillors D Hayes and A Parkins

**That Council:**

- a authorise the General Manager or their delegate to enter into an agreement to sponsor the following events through the 2022/23 Major Events and Sponsorship budget:**
  - i. Bush Fringes 'Wagga Wagga Fringe Festival' to the amount of \$10,000 with spending conditions**
  - ii. Apex Club of South Wagga Wagga's 'Motor Mania' to the amount of \$10,000**
- b decline the application for sponsorship from the Rywang Community Wagga Wagga for Australia Rvwang Dvci Oqa Wa**

**CARRIED**

**RECORD OF VOTING ON THE MOTION**

For the Motion

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

Against the Motion

Deputy Mayor, Councillor J McKinnon vacated the Chair, the time being 7.13pm.

The Mayor, Councillor D Tout re-entered the Chamber and assumed the Chair, the time being 7:13pm.

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This is page 9 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **18 JULY 2022.**

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



MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 18 July 2022.

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**RP-4 APPLICATIONS FOR SUBSIDY FOR WASTE DISPOSAL FOR CHARITY ORGANISATIONS**

**22/220 RESOLVED:**

On the Motion of Councillors R Kendall and T Koschel

**That Council endorse the annual waste disposal subsidies for the total amount of \$5,050.00 for 2022/23 for the applicants as referred to 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

**RP-5 LEASE OF BOLTON PARK INDOOR RECREATION FACILITY - PART LOT 7069 DP 1043666 - CHANGE OF LEASING ENTITY**

**22/221 RESOLVED:**

On the Motion of Councillors R Kendall and T Koschel

**That Council:**

- a authorise the General Manager or delegate to enter into a Lease with Airborne Gymnastics Pty Ltd (ACN: 142 471 056) in its capacity as Trustee of the Appleton-Seymour Family Trust for occupation of the indoor recreation facility at Bolton Park for a period of five years with an option for a further five years**
- b authorise the General Manager or 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**

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This is page 10 of the MINUTES of the ORDINARY MEETING OF COUNCIL of the Council of the CITY OF WAGGA WAGGA held on 18 JULY 2022.

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

**MINUTES** of the **ORDINARY MEETING OF COUNCIL** held on **Monday 18 July 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-6 ACQUISITION, DISPOSAL AND MANAGEMENT OF LAND POLICY  
POL 038**

**22/222 RESOLVED:**

On the Motion of Councillors R Kendall and T Koschel

**That Council:**

- a note that there were no public submissions received during the exhibition period for Acquisition, Disposal and Management of Land Policy (POL 038)**
- b adopt the Acquisition, Disposal and Management of Land Policy (POL 038)**

**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

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This is page 11 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **18 JULY 2022.**

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

**MINUTES** of the **ORDINARY MEETING OF COUNCIL** held on **Monday 18 July 2022.**

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**RP-7 2022/23 BUDGET VARIATIONS AND 30 JUNE 2022 INVESTMENT REPORT**

**22/223 RESOLVED:**

On the Motion of Councillors D Hayes and R Kendall

**That Council:**

- a approve the proposed 2022/23 budget variations as presented in this report**
- b note the Responsible Accounting Officer's reports, in accordance with the Local Government (General) Regulation 2005 (Part 9 Division 3: Clause 203) that the financial position of Council is satisfactory having regard to the original estimates of income and expenditure and the recommendations made above**
- c note the indicative details of the external investments as at 30 June 2022 in accordance with section 625 of the Local Government Act 1993. Final investment figures will be included in Council's 2021/22 financial statements.**

**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

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This is page 12 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **18 JULY 2022.**

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

**MINUTES** of the **ORDINARY MEETING OF COUNCIL** held on **Monday 18 July 2022.**

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**RP-8 REQUESTS FOR FINANCIAL ASSISTANCE**

**22/224 RESOLVED:**

On the Motion of Councillors R Kendall and T Koschel

**That Council:**

- a** in accordance with Section 356 of the Local Government Act 1993, provide financial assistance to the following groups:
- i.** Wagga Wagga Circus Quirkus \$2,400.00 (Request 1)
  - ii.** St Vincent de Paul Society \$1,680.00 (Request 2)
  - iii.** PCYC Savannah Pride Program \$1,188.10 (Request 3)
- b** note the proposed budget available for financial assistance requests for the remainder of the 2022/23 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**

**22/225 RESOLVED:**

On the Motion of Councillors R Kendall and T Koschel

**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

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MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 18 July 2022.

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**QUESTIONS/BUSINESS WITH NOTICE**

Councillor R Foley requested that Council consider membership with the Local Government Information Unit.

Councillor R Foley requested a further update on placing a streetlight at the intersection of Old Narrandera Road and Pine Gully Road and invited Council to look at options for the timeframe for installation to be reduced.

*Director of Infrastructure, Mr W Faulkner advised that the design is currently in progress to be completed in September 2022. The reason for the outlined timeframe, is a result of standard procurement processes, including request for quotation and engagement of contractors prior to commencement of works.*

Councillor M Henderson requested information regarding the reasoning behind new line markings on Holbrook Road.

*Director of Infrastructure, Mr W Faulkner advised that the line markings were applied following the recent Road Safety Audit completed by Transport NSW, to ensure our roads are compliant with Austroads Standards.*

Councillor M Henderson requested an update on the future use of the crown land bordered by Nelson Drive, Plumpton Road and the Wagga Boat Club, in particular the status of proposed developments such as a primitive campground and driving range.

Councillor M Henderson requested information in relation to a matter regarding a tree request within the Crooked Creek subdivision.

*The General Manager, Mr P Thompson advised a workshop will be scheduled for Councillors in relation to this matter, including representation by the applicant and advice on the policy base that applies for these trees.*

Councillor R Kendall noted recent road makings that identify areas of future maintenance and road repairs and requested that an update on Council's intention, particularly for the more significant road repairs, including a summary of current works, what has been identified and when identified works are to be undertaken, this will allow the community to be informed and community expectations are managed.

Councillor A Parkins requested advice in relation to pedestrian safety in Bourke Street, specifically between Red Hill Road and Fernleigh Road and if options are being explored to improve visibility, safety and amenity of the road for pedestrians and drivers.

*Director of Infrastructure, Mr W Faulkner advised that visibility options are being explored with a report being prepared in response to an outstanding Notice of Motion on the matter, which will include options not only for Bourke*

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*Street but other pedestrian crossings around the City such as Lake Albert Road and Mitchelmore Street to make improvements to four lane crossings.*

### **CONFIDENTIAL REPORTS**

#### **CONF-1 RAIDERS NRL MATCH 2023**

##### **22/226 RESOLVED:**

On the Motion of Councillors R Kendall and T Koschel

##### **That Council:**

- a endorse the hosting of a Raiders NRL Match in 2023**
- b endorse the General Manager or delegate to enter into a match hosting agreement with the Canberra Raiders**
- c authorise the affixing of Council's common seal to any relevant documents as required**
- d approve the budget variations as detailed in the Financial Implications 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  
A Parkins

##### Against the Motion

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

**MINUTES** of the **ORDINARY MEETING OF COUNCIL** held on **Monday 18 July 2022.**

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**CONF-2 LICENCE AGREEMENT TO WAGGA WAGGA SCHOOL OF ARTS INC.  
(SOACT) - 18 MATHOURA AVENUE, MOUNT AUSTIN**

**22/227 RESOLVED:**

On the Motion of Councillors R Kendall and T Koschel

**That Council:**

- a delegate authority to the General Manager or delegate to negotiate and enter into a licence agreement with Wagga Wagga School of Arts Inc. (or nominee) for premises located at 18 Mathoura Avenue, Mount Austin, being part of Lot 166 DP 26885**
- b delegate authority to the General Manager or delegate to complete and execute any necessary documentation on behalf of Council**
- c authorise the affixing of Council's common seal to all relevant documents as required**
- d approve the budget variation/s as detailed in the Financial Implications section of the report**

**CARRIED**

**RECORD OF VOTING ON THE MOTION**

For the Motion

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 7.25pm.

.....  
MAYOR

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