



Agenda and Business Paper

Ordinary Meeting of Council

To be held on
Monday 5 September 2022
at 6:00pm

Civic Centre cnr Baylis and Morrow Streets,
Wagga Wagga NSW 2650 (PO Box 20)
P 1300 292 442
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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.



Peter Thompson
General Manager

WAGGA WAGGA CITY COUNCILLORS



**Councillor Dallas Tout
(Mayor)**

Councillor Dallas Tout was elected to Council in 2012 and was elected Mayor in 2022.



**Councillor Jenny McKinnon
(Deputy Mayor)**

Councillor Jenny McKinnon was elected to Council in 2021 and was elected Deputy Mayor in 2022.



Councillor Georgie Davies

Councillor Georgie Davies was elected to Council in 2021.



Councillor Richard Foley

Councillor Richard Foley was elected to Council in 2021.



Councillor Dan Hayes

Councillor Dan Hayes was elected to Council in 2016.



Councillor Michael Henderson

Councillor Michael Henderson was elected to Council in 2021.



Councillor Rod Kendall

Councillor Rod Kendall was elected to Council in 2004 and was elected Mayor in 2012 – 2015.



Councillor Tim Koschel

Councillor Tim Koschel was elected to Council in 2016.



Councillor Amelia Parkins

Councillor Amelia Parkins was elected to Council in 2021

STATEMENT OF ETHICAL OBLIGATIONS

Councillors are reminded of their Oath or Affirmation of Office made under Section 233A of the Local Government Act 1993 and their obligation under Council's Code of Conduct to disclose and appropriately manage Conflicts of Interest.

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.

ORDINARY MEETING OF COUNCIL AGENDA AND BUSINESS PAPER

MONDAY 5 SEPTEMBER 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

RELECTION

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.

APOLOGIES



CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 22 AUGUST 2022

Recommendation

That the Minutes of the proceedings of the Ordinary Council Meeting held on 22 August 2022 be confirmed as a true and accurate record.

Attachments

1   Minutes - 22 August 2022 93

DECLARATIONS OF INTEREST

MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

NOM-1 NOTICE OF MOTION - STRATEGIC PLANNING INITIATIVES

Author: Councillors Amelia Parkins and Rod Kendall

Summary: | The purpose of this Notice of Motion is to seek a report on the status of Council's strategic planning initiatives.

Recommendation

That Council receive a report prior to the Ordinary Meeting of Council on 7 November 2022, outlining:

- a all planning initiatives Council has agreed to undertake, including but not limited to, the preparation of new documents (such as strategies identified in the Local Strategic Planning Statement (LSPS)) as well as existing policy documents that are required to be reviewed and updated (such as the Local Environmental Plan (LEP) and Development Control Plan (DCP))
- b prioritised list of planning initiatives
- c the proposed timeframes to complete each of the prioritised planning initiatives
- d how they will be delivered both from a resourcing and financial perspective

Report

It is Council's role to set strategic priorities and to monitor the delivery and implementation of these initiatives to ensure the ongoing and future success of our community. The *Environmental Planning and Assessment Act 1979* and the *Local Government Act 1993* require councils to prepare, review and report on the implementation of strategic planning documents.

As part of establishing the strategic vision for Wagga Wagga, Council is responsible for numerous documents that set the future direction of land use for the Local Government Area, identify planning priorities and describe actions for how this will be delivered. These include the Community Strategic Plan, Delivery Plan and Operational Plan and the Local Strategic Planning Statement (LSPS). This in turn guides how development controls in the Local Environmental Plan (LEP) and Development Control Plan (DCP) evolve to meet the community's needs. It is important that these documents remain relevant and up to date.

Council's LEP, which was gazetted in 2010, provides the strategic framework for land use within the Local Government Area. Wagga Wagga has seen an enormous amount of change over the last 12 years but the strategic framework to support this growth and change has been updated in a reactive manner rather than providing the guidance on how the change best be managed.

Council's LSPS provides a framework to guide the future growth of Wagga Wagga and sets out an Implementation Plan that goes some way to identifying and prioritising actions associated with the strategic planning for the LGA. This report requests an update on all of Council's planning initiatives, including how and when they will be implemented and in what order of priority.

Financial Implications

N/A

Policy and Legislation

Environmental Planning and Assessment Act 1979

Local Government Act 1993

Code of Meeting Practice

Link to Strategic Plan

The Environment

Objective: Future growth and development of Wagga Wagga is planned for in a sustainable manner

Ensure sustainable urban development

Risk Management Issues for Council

N/A

Internal / External Consultation

N/A

REPORTS FROM STAFF

RP-1 AMENDMENT TO WAGGA WAGGA LOCAL GOVERNMENT AREA BUSH FIRE PRONE LAND MAP

Author: Sam Robins
General Manager: Peter Thompson

Summary: The purpose of this report is for Council to receive and note the revised Draft Bush Fire Prone Land Map. The draft map has been prepared by the NSW Rural Fire Service (RFS) in consultation with Council to identify areas with elevated bushfire risk within the Wagga Wagga Local Government Area, in accordance with the latest mapping guidelines and will update the current map which was implemented in 2016.

Recommendation

That Council:

- a receive and note the report
- b support the proposed changes made by the RFS in consultation with Council Staff

Report

Introduction

The purpose of this report is for Council to receive and note the revised Draft Bush Fire Prone Land Map. The draft map will be made available to the public via Councils website while it is being reviewed and certified by the Commissioner of the NSW Rural Fire Service. There is no requirement to publicly notify/advertise the map and given Council are not the authority for the map it is not considered relevant or appropriate to ask for comment on the draft map.

The map has been prepared by the NSW Rural Fire Service (RFS) in consultation with Council to identify areas with elevated bushfire risk within the Wagga Wagga Local Government Area, in accordance with the latest mapping guidelines and will update the current map which was implemented in 2016.

Background

The Environmental Planning and Assessment Act 1979 (EP&A Act) and the Rural Fires Act 1997 (RF Act) were amended on 1 August 2002 to enhance bush fire protection in the development assessment process. This included the requirement for the preparation of a Bush Fire Prone Land (BFPL) map identifying vegetation within Local Government Areas (LGAs) that has the potential to support a bushfire.

The identification of Bush Fire Prone Land (BFPL) in NSW is required under the Section 10.3 of the EP&A Act, which states:

“10.3 Bush fire prone land (cf previous s 146)

- (1) If a bush fire risk management plan applies to land within the area of a council, the council must, within 12 months after the commencement of this*

section (and before the end of the period of every 5 years after the commencement)

- (a) request the Commissioner of the NSW Rural Fire Service to designate land (if any) within the area that the Commissioner considers, having regard to the bush fire risk management plan, to be bush fire prone land, and*
 - (b) must record any land so designated on a map.*
- (2) The Commissioner of the NSW Rural Fire Service must, if satisfied that the land designated by the Commissioner has been recorded by the council on a map, certify the map as a bush fire prone land map for the area of the council.*
- (2A) The Commissioner of the NSW Rural Fire Service may, in accordance with the regulations, review the designation of land on a bush fire prone land map for an area at any time after the map is certified and revise the map accordingly.*
 - The revised map*
 - (a) becomes the bush fire prone land map for the area on being certified by the Commissioner, and*
 - (b) is to be provided to the council by the Commissioner.*
- (3) Land recorded for the time being as bush fire prone land on a bush fire prone land map for an area is bush fire prone land for the area for the purposes of this or any other Act.*
- (4) The bush fire prone land map for an area is to be available for public inspection during normal office hours for the council.*
- (5) In this section*
 - bush fire risk management plan has the same meaning as it has in the Rural Fires Act 1997.*

Note— Division 8 of Part 4 of the Rural Fires Act 1997 contains provisions relating to the carrying out of development and bush fire hazard reduction work on bush fire prone land.”

Bush Fire Prone Land (BFPL) is land that has been identified as land that can either support a bush fire or that is subject to bush fire attack. Not being identified as being bush fire prone land on the BFPL map is not a guarantee that losses from bush fires will not occur. Changes to the landscape and the environment may occur from time to time or over time and therefore the certified BFPL maps may not be a true indication of bush fire risk.

Bush fire prone land maps are certified by the Commissioner of the NSW RFS. The identification of BFPL is a trigger to consider a set of specifications for building on land identified as bush fire prone. Those specifications are outlined in a document titled “Planning for Bushfire Protection” (PBP) and the current legislated version that is adopted is PBP 2019 as well as Australian Standard 3959-2018 – Construction of buildings in bush fire prone areas.

Bush Fire Prone Land Maps are required to be reviewed at least every five years under Section 10.3 of the EP&A Act. Council is therefore required to review its maps.

A draft map was prepared by RFS and provided to Council in September 2021. To ensure that the mapping provides the best outcomes for Council and the community the map was reviewed by relevant Council Staff, the Local RFS and an accredited bush fire consultant from CR Bushfire was engaged to review the mapping. As part of that engagement the consultants were asked to determine any clear inconsistencies between the draft map, the applicable legislation and policy, as well as focus on particular areas of concern raised by Council Staff. Both internal and external (consultant and Local RFS) comments were reviewed, and recommended amendments put forward to RFS. RFS provided a revised map based on these comments. It is important to note however, that the Commissioner can make direct changes to a BFPL map at any time, as outlined in Section 10.3 of the EP&A Act, above.

Issues and comments

To assist with the preparation of BFPL maps, the NSW RFS prepared the Guide for Bush Fire Prone Land Mapping (Version 5b) (NSW Rural Fire Service 2015).

The Mapping Guideline groups vegetation types into categories based on the level of bushfire risk. The current version of the Mapping Guideline (released in 2015) has introduced a new Category 3 Vegetation which includes grasslands. The NSW RFS provided a three (3) year transition for this type of vegetation to be mapped on the BFPL map, which was from 2015-2018.

For reference, when Council adopted the 2016 map the inclusion of Grasslands was optional and Council opted not to include them. The inclusion of Grasslands is no longer optional.

Vegetation Category 1

Vegetation Category 1 is considered to be the highest risk for bush fire. It is represented as red on the BFPL map and will be given a 100 metre buffer (that is the land within 100 metres of the edge of the vegetation will also be mapped as BFPL). This vegetation category has the highest combustibility and likelihood of forming fully developed fires including heavy ember production and includes areas of forest, etc.

Vegetation Category 2

Vegetation Category 2 is considered to be a lower bush fire risk than Category 1 and Category 3 but higher than the excluded areas. It is represented as light orange on a bush fire prone land map and will be given a 30 metre buffer. It includes vegetation like rainforests and remnant vegetation.

Vegetation Category 3

Vegetation Category 3, the new (since 2015) category, is considered to be medium bush fire risk vegetation. It is higher in bush fire risk than category 2 (and the excluded areas) but lower than Category 1. It is represented as dark orange on a Bush Fire Prone Land map and will be given a 30 metre buffer. This vegetation includes grasslands.

The inclusion of Category 3 vegetation on the BFPL map has seen a significant increase in the amount of area on the draft Wagga BFPL map that is identified as being bush fire prone. (see attached maps)

What does being mapped as BFPL mean?

As outlined above, once adopted the map becomes a legislative trigger for the consideration of bushfire impacts on new developments via Development Applications (DA's), Complying Development Certificates (CDC's) and Constructions Certificates (CC's). The purpose is to ensure that new developments are appropriately designed to the level of bushfire risk they are exposed to. There are different assessment pathways depending on the type of development, however, all developments essentially are required to comply with Planning for Bush Fire Protection 2019.

If you are carrying out a subdivision on BFPL that could lawfully be used for residential or rural residential subdivision or you are carrying out what is known as Special Fire Protection Purpose (SFPP) development (which is development like schools, child care centres, hotels, seniors housing, etc.) on BFPL a "bush fire safety authority" (BFSA) is required from the NSW RFS.

Building work on BFPL must also comply with the requirements of the National Construction Code (NCC). The NCC contains the technical provisions for the design and construction of buildings. Under the Deemed to Satisfy provisions of the NCC, building work on BFPL must comply with Australian Standard 3959:2018 Construction of buildings in bushfire prone areas (AS 3959) or the National Association of Steel Framed Housing (2014) Steel Framed Construction in Bush Fire Areas (NASH Standard).

As part of the consideration of a development on BFPL, Council officers will need to undertake a bush fire attack assessment in relation to the application. There is a detailed methodology for this assessment in the PBP.

Therefore, having your land mapped as BFPL means that you must consider the PBP and the NCC requirements when planning for your development and that additional information will be required with an application for development.

Legal Implications

Section 10.3 of the EP&A Act requires councils, where a Bush Fire Risk Management Plan applies, to record a bush fire prone land map after consulting with the Commissioner of the NSW RFS. The Commissioner will designate lands to be bush fire prone within an area and, when satisfied that the lands have been recorded on a map, certify the map as the Bush Fire Prone Land map. Councils are required to make these maps available for public inspection.

Section 4.14 of the EP&A Act requires that where development of bush fire prone land occurs, the consent authority must be satisfied that the development complies with Planning for Bush Fire Protection 2019 or has consulted with the Commissioner of the NSW RFS. Complying development is permitted on bush fire prone land for the lower risk bush fire attack levels (Australian Standard 3959 BAL levels 12.5, 19, and 29). Such development is required to meet development standards complying with Planning for Bush Fire Protection 2019.

Section 100B of the Rural Fires Act 1997 requires that a Bush Fire Safety Authority is issued by the Commissioner of the NSW RFS for all residential subdivision or special fire protection purpose developments on Bush Fire Prone Land. A Bush Fire Safety Authority is issued where the Commissioner believes that the development complies with standards that provide the development with appropriate protection measures against bush fire.

Section 10.7 of the EP&A Act requires that a Council will, in the planning certificate, include advice on relevant matters affecting a parcel of land of which it may be aware. This includes Bush Fire Prone Land, as specified in Schedule 2 of Environmental Planning and Assessment Regulation 2021. The section 10.7 certificate is an important mechanism for Councils to inform people living in or looking to purchase into a bush fire prone area, that bush fire is a consideration.

Conclusion

Council is required to have a current bush fire prone land map under amendments to the Environmental Planning and Assessment Act 1979. Council staff are satisfied that the draft map has been appropriately reviewed by relevant stakeholders and appropriately reflects bush fire prone land in the Wagga Wagga LGA.

Financial Implications

The draft BFPL map has been prepared by NSW Rural Fire Service at no cost to Council. The independent review of the draft BFPL map by the certified bushfire consultant was undertaken within Councils existing budget.

Council, once having had its Bush Fire Prone Land certified by the Commissioner of the NSW RFS, should regularly monitor and review the information to ensure currency and reliability of data depicted. Monitoring and review of the bush fire prone land should reflect required certification and approval standards within legislative timeframes (i.e. before the end of the period of every five years after the certification date of the map as outlined in section 10.3 of the EP&A Act). This process will be managed by Strategic Planning within existing budgets.

Policy and Legislation

Environmental Planning and Assessment Act 1979
Environmental Planning and Assessment Regulations 2021
Rural Fires Act 1997

Link to Strategic Plan

The Environment

Objective: Wagga Wagga is sustainable, liveable, and resilient to the impacts of climate change

Adapt to our changing climate

Risk Management Issues for Council

There is a requirement under the EP&A Act for Council to request the Commissioner of NSW Rural Fire Service designate land as bush fire prone and record on a

designated map every 5 years. Failure to do this is a failure to discharge Council responsibilities under the EP&A Act.

Bush fire events present a great deal of risk for many properties across the Wagga LGA and NSW wide. Catastrophic fire events across NSW and Australia over recent years have shown the serious and critical need to have current mapping and policy to reduce the risk to life and property through ensuring that new developments are appropriately located and designed for the level of bush fire threat that they are exposed to.

The current mapping was implemented in 2016 and has not been updated in accordance with Rural Fire Service's Guide for Bush Fire Prone Land Mapping (Version 5b) 2015. The adoption of a present-day bush fire prone land map will ensure that where there is an elevated bushfire risk, well defined controls for development are considered and the risk associated with bush fire events is mitigated to an acceptable level.

Failure to update the maps may result in incorrect information being provided on 10.7 Certificates, inconsistent assessment of Development Applications and Complying Development Certificates and failure to provide the most accurate and up to date information to the community.

Internal / External Consultation






Stakeholder consultation is not a requirement as the map is a NSW RFS map and not Councils.

The map was reviewed by relevant Council Staff, the Local RFS and an accredited bush fire consultant from CR Bushfire was engaged to review the mapping.

The draft map will be made available to the public via Councils website while it is being reviewed and certified by the Commissioner of the NSW Rural Fire Service.

Given Council are not the authority for the map it is not considered relevant or appropriate to ask for comment on the draft map.

Attachments

1. Current Bush Fire prone Land map - Provided under separate cover

2. Proposed Bush Fire Prone Land Map - Provided under separate cover

3. Consultant review - Provided under separate cover

4. Guideline to Bush Fire Prone Land mapping - Provided under separate cover

5. Fact Sheet for changes to the mapping - Provided under separate cover


RP-2 NSW LAND AND HOUSING CORPORATION UPDATE

Author: Janice Summerhayes

Summary: | The report is to provide an update to Councillors on the continued engagement and collaboration with NSW Land and Housing Corporation.

Recommendation

That Council receive and note the update on the continued engagement and collaboration with NSW Land and Housing Corporation.

Report

As an update to Councillors on the continued engagement with NSW Land and Housing Corporation, staff advise that they are in receipt of a request for the General Manager to sign and support a Collaborative Agreement with NSW Land and Housing Corporation (LAHC) as part of the State Government's progress in addressing social housing needs.

Collaboration Agreements are already in place between LAHC and Albury City Council and Wollongong City Council.

The Collaboration Agreement (provided under separate confidential cover) establishes the intent of LAHC and Council to co-operate on realising for our community more and better social housing, that works to deliver the right social housing in the right locations at the right time as well as to help achieve individual business goals.

Financial Implications

A key outcome for Council through both the Wagga Wagga Local Strategic Planning Statement – Wagga Wagga 2040 and the Collaboration Agreement is for Council to develop a local Housing Strategy. Council is currently reviewing adequate resources to be allocated to undertake the scoping of this work and the commissioning for the completion of the strategy.

Policy and Legislation

Housing Act 2001
Environmental Planning and Assessment Act 1979
Wagga Wagga Local Strategic Planning Statement – Wagga 2040

Link to Strategic Plan

Community leadership and collaboration

Objective: Wagga Wagga has strong community leadership and a shared vision for the future

Plan long term for the future of Wagga Wagga

Risk Management Issues for Council

Risks are managed as per the individual organisation's decision-making processes.

Internal / External Consultation

Engagement and consultation with relevant staff from NSW Land and Housing Corporation. This request was tabled with the Executive and relevant officers of Council as part of internal consultation.

Attachments

1. Wagga Wagga City Council and NSW Land and Housing Corporation Collaboration Agreement

This matter is considered to be confidential under Section 10A(2) of the Local Government Act 1993, as it deals with: matters affecting the security of the Council, Councillors, Council staff or Council property. - Provided under separate cover

RP-3 MAJOR EVENTS, FESTIVALS AND FILMS SPONSORSHIP - ROUND TWO

Author: Sophie Gairn
Director: Janice Summerhayes

Summary: Council is in receipt of six applications for the second round of the 2022/23 Major Events, Festivals and Films Sponsorship Program. This funding is available to support events held from 20 July 2022 to 30 June 2023.

Recommendation

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 Program:
 - i Murrumbidgee Turf Club '*Breakfast with the Stars & Races*' to the amount of \$5,000
 - ii Pinnock Watts Family Trust '*Fitz Fest Wagga Wagga*' to the amount of \$10,946
 - iii Borambola Wines '*G&B, Pastoral Wagga & Borambola Wines Dining Experience*' to the amount of \$5,000
 - iv Mardi Gras Festival 2023' auspiced by Acon Health Limited to the amount of \$12,500 with conditions
 - v Wagga City Aero Club '*Wings Over Wagga Wagga*' to the amount of \$10,000
- b decline the application for sponsorship from the 'Flow Festival 2022'

Report

Council is in receipt of six applications for the second round of the 2022/23 Major Events, Festivals and Films Sponsorship Program. This funding is available to support events held from 20 July 2022 to 30 June 2023.

These applications have been assessed by the Major Events Advisory Panel (the Panel) in line with the Major Events, Festivals and Films Sponsorship guidelines. The Panel Members were:

- The CEO of Henty Machinery Field Days
- The Business Owner of Little Triffids Flowers
- The Tourism and Economic Development Officer, Lockhart Shire Council
- The Events Officer, Wagga Wagga City Council
- The Destination and Events Coordinator, Wagga Wagga City Council

The details of the applications received along with the recommended sponsorship funding amounts are summarised as follows:

	Organisation Name	Event Name	Amount Requested	Event Budget	Reason
1	Murrumbidgee Turf Club	Breakfast with the Stars & Races	\$10,000	<p>Income: \$32,600 (does not include Council's funds)</p> <p>Expenditure: \$43,300</p> <p>Profit: \$-700</p> <p>Recommended Funding: \$5,000</p>	<p>The event is strongly aligned to the history, character, and culture of the city.</p> <p>The organiser has successfully developed and delivered other events of this nature.</p> <p>The event aligns to the eligibility criteria to attract regional and state media exposure.</p> <p>However, the Panel noted this application does not demonstrate the potential for long-term sustainability as this is a one-off event and therefore recommends partial funding support and recommends an increase in ticket price to cover any additional costs.</p>
2	Pinnock Watts Family Trust	Fitz Fest Wagga Wagga	\$20,000	<p>Income: \$10,100 (does not include Council funds)</p> <p>Expenditure: \$45,725</p> <p>Profit: -\$35,625</p> <p>Recommended Funding: \$10,946</p>	<p>This event has significant potential for both community and business benefits.</p> <p>The applicant has demonstrated strong collaboration with local creatives and businesses. The event aligns strongly to Council's Cultural Plan 2020-2030 objectives to create a vibrant city centre and support the development and presentation of local creative works.</p> <p>Over 40% of the event budget was requested which is beyond the acceptable limit of the funding guidelines. The Panel recommends partial funding to support this event to adhere to funding guidelines.</p> <p>The applicant has indicated they will seek further funding from other sources prior to the event taking place to cover the expenditure shortfall.</p>

	Organisation Name	Event Name	Amount Requested	Event Budget	Reason
3	Borambola Wines	G&B, Pastorate Wagga & Borambola Wines Dining Experience	\$10,000	Income: \$30,300 (not including Council funds) Expenditure: \$40,300 Profit: \$0 Recommended Funding: \$5,000	<p>This event aligns well to the character and culture of the city which will attract visitation.</p> <p>The benefits and value of this project demonstrate strong partnerships with local business.</p> <p>The event organiser has a proven track record of hosting and delivering events in the Wagga Wagga Local Government Area.</p> <p>The Panel noted though a limited ticket number of 200 was indicated, the event had the potential for regional/national media reach and recommends partial support.</p>
4	Auspiced by Acon Health Limited	Wagga Mardi Gras Festival	\$20,000	Income: \$62,432 (not including Council funds) Expenditure: \$77,990 Profit: -\$15,558 Recommended Funding: \$12,500	<p>This event aligns to the City of Wagga Wagga's vision to be a connected and inclusive community, creating long term legacy for the community</p> <p>The event aligns to the major tourism event category defined in the Events Strategy and Action Plan 2020-2024 attracting significant attendee numbers, economic benefit, and generation of national media exposure.</p> <p>The application scored highly against the community benefit criteria, however the Panel noted that the applicant did not include a strategy for future growth and continued development which is required for the Flagship Funding criteria.</p> <p>For this reason, the Panel recommends the partial funding amount of \$12,500 be approved for this event for one year only encouraging the applicant to reapply next year for Flagship Funding for a further two years if the applicant submits a strategic</p>

	Organisation Name	Event Name	Amount Requested	Event Budget	Reason
					plan identify the future growth plans for this event.
5	Wagga City Aero Club	Wings Over Wagga Wagga	\$10,000	Income: \$241,300 (not including Council funds) Expenditure: \$209,215 Profit: \$32,085 Recommended Funding: \$10,000	<p>The event strongly aligns to the major tourism event category defined in the Events Strategy and Action Plan 2020-2024 attracting significant attendee numbers, economic benefit, and generation of national media exposure.</p> <p>This event aligns well to the character and culture of the city which will attract visitation.</p> <p>The benefits and value of this event scored highly in terms of event experience, event management and strong partnerships with local business.</p> <p>The event organiser has a proven track record of hosting and delivering events in the Wagga Wagga Local Government Area.</p> <p>The Panel found this event met all the required criteria for funding.</p>
6	Flow Festival	The Flow Festival	\$10,000	Income: \$52,800 (not including Council funds) Expenditure: \$46,150 Profit: \$6,650 Recommended Funding: \$0	<p>The Panel noted this application was not submitted under the appropriate funding stream and contained inconsistent information.</p> <p>The Panel recommends this applicant apply in future rounds of the Major Event, Festival and Films Sponsorship funding in the Developing Events category and the applicant contact staff prior to submission to seek support through the funding application process.</p>

Event Details

Breakfast with the Stars & Races | Sunday 2 April 2023 (to be confirmed TBC)

Breakfast with the Stars & Races is an initiative of Murrumbidgee Turf Club with the aim to celebrate the 150th anniversary of the Wagga Wagga Gold Cup and to drive excitement for Country NSW's biggest racing carnival.

Breakfast with the Stars & Races will take place at one of the Murrumbidgee Turf Clubs' annual race day events in April 2023. The ticketed event will showcase an open panel discussion with racing insiders including high profile trainers, jockeys, and ambassadors of racing.

The cocktail style breakfast event is designed to promote the 150th anniversary of the Wagga Wagga Gold Cup through a question-and-answer session on the history of the cup. The event will be showcasing the cups' importance to Wagga Wagga, highlight the fashion and millinery over the 150 years and generate excitement.

Breakfast with the Stars & Races will offer barista coffee and tea leading into a high energy race day for the entire community to enjoy. The model encourages families to attend and enjoy children's entertainment and activities, a live band, and great racing.

The Murrumbidgee Turf Club has demonstrated an extensive track record of organising and hosting events with a calendar of over twenty-five race meetings per year hosting 35,000 patrons. Event summary for Breakfast with the Stars & Races includes:

- Date: Sunday 2 April 2022, TBC
- Expected attendance: 1,000
- Visitors (from outside of Local Government Area): 40%
- Program duration: 1 day
- Proposed venue: Murrumbidgee Turf Club
- Programming: Cocktail style breakfast event celebrating the 150th anniversary of the Wagga Wagga Gold Cup with an open panel discussion with high profile trainers, jockeys, and ambassadors of racing.
- Total income: \$32,600 (does not include Council's funds)
- Total event cost: \$43,300
- Total amount requested: \$10,000
- Profit: -\$700
- Cost to attend: \$13 per ticket
- Based on Tourism Research Australia Data, the event will generate visitor spend of \$30,000 for day visitors and \$105,600 for overnight visitation

The applicant is seeking \$10,000 in funding from Council's Major Events, Festivals and Films Sponsorship for the event. They have indicated they are reliant on this funding to proceed with the event. If successful in securing funding the applicant will acknowledge Council's support through logo placement on all marketing material and on-the-day signage, and promotion through media opportunities.

The Panel has assessed this application against the Major Events, Festival and Films Sponsorship Guidelines for Incubator Events and recommends this event receives partial funding of \$5,000.

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

- The benefits and value of this project scored well in terms of aligning to the history, character and culture of the city, management, and ongoing benefit to business
- The event organiser has successfully developed and delivered other events of this nature
- The event aligns to the funding criteria to attract regional and state media exposure
- The Panel noted the cost to attend the event is low and encourages the event organiser to increase the ticket price to cover the shortfall of funds required to delivery this event
- The application did not demonstrate the potential for long-term sustainability as this is a one-off event

Fitz Fest Wagga Wagga | Saturday 20 May 2023

Fitz Fest 2023 is a 12-hour music festival featuring a diverse range of original and local music that also focuses on activating Fitzmaurice Street as a day and night event space. Fitz Fest is in its third year of delivery.

The 2022 event created a platform for 70+ local musicians to showcase their original work to event patrons. The 2021 and 2022 Fitz Fest events were sponsored by Wagga Wagga City Council to the amount of \$34,500. These events have provided work for local musicians and local business generating social and economic benefits for our community. Event summary for Fitz Fest 2023 includes:

- Date: Saturday 20 May 2023
- Expected attendance: 4,000+
- Visitors (from outside of Local Government Area): 12.5%
- Program duration: (12hrs) one day
- Venue: Fitzmaurice Street precinct, indoor and outdoor venues
- Programming: 75+ musicians expected at 10 local venues
- Total event income: \$10,100 (does not include council funds)
- Total event cost: \$45,725
- Profit: -\$15,625
- Total amount requested: \$20,000
- Based on Tourism Research Australia Data, the event will generate visitor spend of \$60,000 for day visitors and \$34,050 for overnight visitation

The funding requested will be used to pay for artist fees, event promotion, event management and curation, production fees, insurance and equipment hire. If successful in securing the requested funding the applicant will acknowledge Council's funding support through logo placement on promotional collateral and media releases.

The Panel has assessed this application against the Major Events, Festival and Films Sponsorship Guidelines for Developing Events and recommends this event receives partial funding of \$10,946. The Panel's assessment and recommendation is summarised as follows:

- Over 40% of the event budget was requested which is beyond the allowable limit of 40% or lower as outlined in the funding guidelines. For this event a limit of \$18,290 can be awarded based on the event cost of \$45,725. Therefore,

partial funding is recommended to support this event which is in adherence with funding guidelines

- The event is in its development phase and is considered to have potential in terms of both community and business benefit
- The applicant has demonstrated strong collaboration with local creatives and business
- The event aligns strongly to Council's Cultural Plan 2020-2030 objectives to create a vibrant city centre and support the development and presentation of local creative works
- The application shows a loss of \$15,625. The applicant has indicated they will secure funding from other sources prior to the event in order to cover this shortfall.

G&B, Pastoreale Wagga & Borambola Wines Dining Experience | Saturday 1 October 2022

In conjunction and consent with the organisers of Gears & Beers, Pastoreale Restaurant and Borambola Wines wish to enhance this major event offering in the City by providing a truly local wine and dine experience at the unique location of the Wollundry Bridge. This event is being held by Pastoreale Restaurant and Borambola Wines solely, aligning with the Gears & Beers (G&B) Festival event.

Pastoreale will source and produce a menu of locally grown foods. Borambola Wines will offer their 100% estate grown wines, along with Tuckerbox beers using local malted barley, Tuckerbox cider using local apples and Riverina Gin using locally grown botanicals. The fine dining experience will offer a three-course menu with roving entertainment, live music, and guest speaker Mike Tomalaris. The event organisers have demonstrated strong community commitment in their application.

Event summary for G&B, Pastoreale Wagga & Borambola Wines Dining Experience includes:

- Date: Saturday 1 October 2022
- Expected attendance: 200
- Visitors (from outside of Local Government Area): 75%
- Program Duration: (4.5hrs) one day
- Proposed venue: Wollundry Bridge
- Programming: Three-course wine and dining experience, roving performers, live music, and guest speaker
- Total income: \$30,300 (not including council funds)
- Total event cost: \$40,300
- Profit: \$0
- Total amount requested: \$10,000
- Cost to attend: \$150 per ticket
- Based on Tourism Research Australia Data, the event will generate visitor spend of \$7,500 for day visitors and \$39,600 for overnight visitation

The applicant has requested \$10,000 in funding from Council's Major events, Festivals and Films Sponsorship for this event and have indicated that if their application does not receive any funding, the event would not proceed. If successful in securing the requested funding the applicant will acknowledge Council's funding through logo placement on all marketing material and promotions through media opportunities.

The Panel has assessed this application against the Major Events, Festival and Films Sponsorship Guidelines for Incubator Events and recommends this event receives partial funding of \$5,000. The Panel's assessment and recommendation is summarised as follows:

- The event aligns well to the character and culture of the city which will attract visitation to the City
- The benefits and value of this project scored well in terms of event experience, event management and strong partnerships with local business
- The event organiser has a proven track record of hosting and delivering events in the Wagga Wagga Local Government Area
- The Panel noted though a limited ticket number of 200 was indicated, the event had the potential for regional/national media reach
- The Panel recommends that the applicant increases ticket sale numbers and seeks further sponsorship to cover the shortfall of funds required to deliver this event

Wagga Mardi Gras Festival | Friday 10 – Sunday 12 March 2023

In March 2019 the inaugural Wagga Wagga Mardi Gras Festival was held with the aim of raising the visibility of the lesbian, gay, bisexual, transgender, queer, and intersex communities in the Riverina. Wagga Wagga City Council sponsored the event to the amount of \$15,000 with the event organiser reporting estimates of 10,000 attendees participating at the Mardi Gras parade.

In 2020 Council sponsored the second Wagga Wagga Mardi Gras Festival to the amount of \$20,000. Due to circumstances outside the reasonable control of HC Events Pty Ltd the Mardi Gras event was cancelled the day before the event was due to be held with the onset of COVID-19 pandemic. The 2021 Mardi Gras event was not held due to the COVID-19 pandemic. In 2022 Council sponsored the third Wagga Wagga Mardi Gras Festival to the amount of \$15,000 with the event organiser reporting estimates of 7,500 – 9,500 attendees participating at the Mardi Gras parade. Event summary for the 2023 Wagga Mardi Gras Festival includes:

- Date: Friday 10 – Sunday 12 March 2023
- Expected attendance: 5000
- Visitors (from outside of Local Government Area): 40%
- Program Duration: 3 days
- Proposed venue: Baylis Street and Victory Memorial Gardens
- Programming:
 - Friday 10 March – XXX Drag Show
 - Saturday 11 March – Parade and Festival
 - Sunday 12 March – Rainbow Recovery Market
- Total income: \$62,432 (not including council funds)
- Total event cost: \$77,990
- Profit: -\$15,558
- Total amount requested: \$20,000
- Based on Tourism Research Australia Data, the event will generate visitor spend of \$150,000 for day visitors and \$340,500 for overnight visitation

The event organiser is working with local businesses to secure sponsorship for the festival and has confirmed that these sponsorship requests are in negotiation and

currently embargoed. The event is forecasted to make a profit of \$4,442 in 2023 with funds being reinvested into the 2024 event.

The applicant has requested \$60,000 in funding over three years from Council's Major Events, Festivals and Films Sponsorship through the Flagship Event stream. They have indicated that if their application is unsuccessful the event will still proceed. If successful in securing the requested funding the applicant will acknowledge Council's funding through logo placement on all marketing material and promotions through media opportunities. The Panel has assessed this application against the Major Events, Festival and Films Sponsorship Guidelines for Flagship Events and recommends this event receives partial funding of \$12,500 for one year as follows:

- The event aligns to the City of Wagga Wagga's vision to be a connected and inclusive community, creating long term legacy for the community
- The event aligns to the major tourism event category defined in the Events Strategy and Action Plan 2020-24 attracting significant attendee numbers, economic benefit, and generation of national media exposure.
- The application scored highly against the community benefit criteria, however it was noted that the applicant did not include a strategy for future growth and continued development which is required for the Flagship Funding criteria. For this reason, the Panel recommends the partial funding amount of \$12,500 be approved for this event for one year only encouraging the applicant to reapply next year for Flagship Funding for a further two years if the applicant submits a strategic plan identifying the future growth plans for this event.

Wings Over Wagga Wagga | Saturday 15 – Sunday 16 April 2023

Wings Over Wagga Wagga is a major air show weekend targeted at families and aircraft enthusiasts. The event will take place over two days at the Wagga Wagga Airport. On the Saturday a fly-in for private and recreational flyers is planned to view aircrafts on display and to watch the practice run for the Sunday event. Sunday will be the main event with a major four-hour air display open to the public.

The family friendly public event on will also showcase static aircraft displays and motor vehicles with food, beverages and rides available. The event organisers are anticipating 6,000 to 10,000 people will be in attendance across the weekend. The event organisers has demonstrated strong community commitment in their application. Event summary for Wings Over Wagga Wagga includes:

- Date: Saturday 15 – Sunday 16 April 2023
- Expected attendance: 6,000 - 10,000
- Visitors (from outside of Local Government Area): 47%
- Program Duration: 2 days
- Proposed venue: Wagga Wagga Airport
- Programming: Major air show, children rides and family activities
- Total income: \$241,300 (not including council funds)
- Total event cost: \$209,215
- Profit: \$32,085
- Total amount requested: \$10,000
- Cost to attend: \$20 - \$70 per ticket
- Based on Tourism Research Australia Data, the event will generate visitor spend of \$420,000 for day visitors and \$79,200 for overnight visitation

The applicant has requested \$10,000 in funding from Council's Major events, Festivals and Films Sponsorship for this event and have indicated that if their application is unsuccessful the event will still proceed. If successful in securing the requested funding the applicant will acknowledge Council's funding through logo placement on all marketing material and promotions through media opportunities.

The Panel has assessed this application against the Major Events, Festival and Films Sponsorship Guidelines for Incubator Events and recommends this event receives the full amount requested of \$10,000 as follows:

- The event strongly aligns to the major tourism event category defined in the Events Strategy and Action Plan 2020-2024 attracting significant attendee numbers, economic benefit, and generation of national media exposure.
- The event aligns well to the character and culture of the city which will attract visitation to the City
- The benefits and value of this project scored highly in terms of event experience, event management and strong partnerships with local business
- The event organiser has a proven track record of hosting and delivering events in the Wagga Wagga Local Government Area
- This event meets all funding criteria

The Flow Festival | Saturday 8 October 2022

The Flow Festival is a music festival held annually at the Wagga Wagga Boat Club on the grounds of Bosley Park. This year's event is planned for 8 October 2022 and will showcase eight artists & regional bands from the Riverina to perform on the main stage. The festival works with local food vendors as well as the Wagga Boat Club to run a bar and restaurant service on the day.

The applicant has requested \$10,000 in the Major Events, Festivals and Films Sponsorship as an Incubator Event. The Panel has assessed the application against the Sponsorship Guidelines and note the following:

- The event has been running since 2019 with three executed events completed, however made a submission through the Incubator Event funding stream which is for new innovative events that are in their first or second year of delivery only.
- This application contained inconsistent information.
- The event organiser has indicated that they would be able to proceed without receiving any funding and it will make a profit.
- The Panel encourages this applicant to reapply in future rounds of the Major Event, Festival and Films Sponsorship funding through the Developing Events stream and encourages the applicant to contact staff prior to submission to seek support through the funding application process.

Financial Implications

2022/2023 Major Events, Festivals and Films Sponsorship Program:

2022/23 Major Events Sponsorship Budget	\$80,000
2021/22 Major Events Sponsorship Budget Proposed Carryover	<u>\$21,032</u>

TOTAL EVENTS SPONSORSHIP BUDGET	\$101,032
Less current commitments	
<ul style="list-style-type: none"> Bidgee Theatre Productions – <i>Mumma Mia</i> (approved at 29 November 2021 Council meeting, \$10,000 in total, \$5,000 remaining) 	(\$5,000)
<ul style="list-style-type: none"> Showroom Australia - <i>Fitz Fest 2022</i> (approved at 29 November 2021 Council meeting, \$14,500 in total, \$7,250 remaining) 	(\$7,250)
<ul style="list-style-type: none"> Australian National Pigeon Association – <i>Australian National Pigeon Show</i> (approved at the 7 March 2022 Council meeting) 	(\$2,418)
<ul style="list-style-type: none"> Rotary Club of Wollundry - <i>Gears + Beers</i> (approved at 7 March 2022 Council meeting) 	(\$15,000)
<ul style="list-style-type: none"> Wagga Road Runners Inc – <i>Wagga Trail Marathon</i> (approved at 10 May 2021 Council meeting) 	(\$7,918)
<ul style="list-style-type: none"> Bush Fringes - <i>Wagga Wagga Fringe Festival</i> (Round One approved at 18 July 2022 Council meeting) 	(\$10,000)
<ul style="list-style-type: none"> Apex Club of South Wagga Wagga - <i>Motor Mania</i> (Round One approved at 18 July 2022 Council meeting) 	<u>(\$10,000)</u>
TOTAL CURRENT COMMITMENTS	(\$57,586)
Remaining sponsorship funds available	\$43,446
Recommended sponsorship in this report – Round Two	
<ul style="list-style-type: none"> Murrumbidgee Turf Club – <i>Breakfast with the Stars & Races</i> 	(\$5,000)
<ul style="list-style-type: none"> Pinnock Watts Family Trust – <i>Fitz Fest Wagga Wagga</i> 	(\$10,946)
<ul style="list-style-type: none"> Borambola Wines – <i>G&B, Pastoral Wagga & Borambola Wines Dining Experience</i> 	(\$5,000)
<ul style="list-style-type: none"> Auspiced by Acon Health Limited – <i>Mardi Gras Festival 2023</i> 	(\$12,500)
<ul style="list-style-type: none"> Wagga City Aero Club – <i>Wings Over Wagga Wagga</i> 	<u>(\$10,000)</u>
TOTAL RECOMMENDED SPONSORSHIP ROUND TWO	(\$43,446)
Remaining sponsorship funds available for the 2022/23 Major Events, Festivals and Films Sponsorship Program	\$0

As detailed in the above table there is no further Major Events, Festivals and Films Sponsorship Program funds available for the 2022/23 financial year, these funds are now exhausted. Therefore, the next advertised round will commence in the 2023/24 financial year.

Policy and Legislation

POL087 – Major Events, Festivals and Films Sponsorship

Link to Strategic Plan

Growing Economy

Objective: We are a hub for activity

Outcome: We have vibrant precincts

Risk Management Issues for Council

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

Internal / External Consultation

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

Attachments

1. Application Form - Murrumbidgee Turf Club

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

2. Murrumbidgee Turf Club x Breakfast with the Stars Concept Plan

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

3. Murrumbidgee Turf Club - Budgeted MTC 150 years Breakfast 2023

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

4. Murrumbidgee Turf Club - Video Links to support MTC submission

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

5. Application Form - Pinnock Watts Family Trust

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

6. Pinnock Watts Family Trust - Fitz Fest Budget Estimate 2023

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

7. Pinnock Watts Family Trust - Fitz Fest 1600px

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

8. Pinnock Watts Family Trust - Fitz Fest Program 2022

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

9. Pinnock Watts Family Trust -Combined Fitz Fest Event Plan 2022Budget 2023

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

10. Application Form - Borambola Wines

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

11. Borambola Wines - GB Pastoral Borambola Dining Experience Budget

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

12. Borambola Wines - Site Map for GB Pastoral Borambola Dining Experience Oct 2022

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

13. Application Form - Mardi Gras

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

14. Mardi Gras - Event budget 2022 equital

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

15. Mardi Gras - Event Plan LLLJ Wagga Mardi Gras 2023

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

16. Mardi Gras - Feedback survey - questions

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

17. Application Form - Wagga City Aero Club

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

18. Wagga City Aero Club - WOWW Concept Plan

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

19. Wagga City Aero Club - WOWW Draft Budget WWCC - 3 August 2022

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

20. Application Form - Flow Festival

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

21. Flow Festival - 8 Oct 2022 Costings

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

22. Flow Festival - Oct 8th 2022 Site Map

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

23. Flow Festival - Advertising

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

24. Flow Festival

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

25. Flow Festival Photo

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-4 APPLICATIONS FOR SUBSIDY FOR WASTE DISPOSAL FOR CHARITABLE ORGANISATIONS

Author: Ray Graham
Director: John Sidgwick

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 \$1,000.00 for Carevan Wagga Incorporated.

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. The Carevan Wagga Incorporated application was received after the advertised closing date of 31 May 2022.

The following table lists the amount of the subsidy requested:

No.	Name of Applicant	Requested Subsidy \$
1	Carevan Wagga Incorporated	\$1,000.00
	Total	\$1,000.00

The Carevan Wagga Incorporated 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 \$4,000.00 be retained to fund any further applications for subsidised fees that may be received during the 2022/23 financial year.

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 this report will leave \$4,000.00 for Council to consider any further applications received for the remainder of the financial year.

2022/23 Subsidy Budget	\$10,300.00
Applications previously approved:	
18 July 2022 Council meeting	(\$5,050.00)
8 August 2022 Council meeting	(\$ 250.00)
Total applications approved to date	(\$5,300.00)
2022/23 Subsidy Budget remaining	\$ 5,000.00
Recommendations for subsidy included in this report:	
1) Carevan Wagga Incorporated	(\$1,000.00)
Proposed Budget available for remainder of this financial year	\$ 4,000.00

Policy and Legislation

Section 356 of the Local Government Act 1993

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

Link to Strategic Plan

The Environment

Objective: We create a sustainable environment for future generations

Outcome: We are proactive with our waste management

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.

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-5 DRAFT COMMUNITY ENGAGEMENT STRATEGY 2022**Author:** Michael Casey**Executive:** Scott Gray

Summary: The draft Community Engagement Strategy 2022, has been updated in line with Council's legislative requirements.


Recommendation

That Council:

- a place the draft Community Engagement Strategy 2022 on public exhibition for a period of 28 days from 6 September 2022 to 3 October 2022 and invite public submissions until 3 October 2022
- b receive a further report following the public exhibition and submission period:
 - (i) addressing any submission made in respect of the draft strategy
 - (ii) proposing adoption of the strategy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period
- c receive and note the update in relation to village consultations

Report

Community engagement is a conversation between the community and Council. Sometimes referred to as public participation or participatory democracy, it's the process of involving people in the decisions that affect their lives. Council relies on the International Association of Public Participation (IAP2) guidelines to define the way we engage with the community.

Increasing level of public impact 					
	Inform	Consult	Involve	Collaborate	Empower
Goal	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis and/or decision.	To work directly with the public throughout the process to ensure that public issues and concerns are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
Promise to the public	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
Style	"Here's what's happening"	"Here are some options, what do you think?"	"Here's a problem, what ideas do you have?"	"Let's work together to solve this problem"	"You care about this issue and are leading an initiative, how can we support you?"
Example tools	<ul style="list-style-type: none"> Fact sheets Websites Open houses Publishing social media Newsletters Email distribution 	<ul style="list-style-type: none"> Public comment Focus groups Surveys Public meetings 	<ul style="list-style-type: none"> Workshops Deliberate polling 	<ul style="list-style-type: none"> Citizen advisory committees Consensus-building Participatory decision-making 	<ul style="list-style-type: none"> Citizen juries Ballots Delegated decisions

Council actively encourages community participation in governance and decision-making processes and see that this is an essential factor to successful decision making. Council is committed to having open, honest, respectful, and truthful communication with the community and encourages the community to do the same.

The draft strategy is a re-fresh of our previous strategy and remains a high-level document that guides Council's approach and obligations to engaging with our local communities. The contents of the strategy is a commitment to following best practice.

Community engagement at Council is guided by two key documents:

Community Engagement Strategy (this document)

- Overview of how Council will engage with the community
- Summary of methods and techniques
- Identification of the main groups we will focus on engaging with
- Reference to best practice required under the Act
- Resources dedicated to engaging with the community

Community Engagement Toolkit

- Provides templates and resources to help Council staff identify how to engage with community stakeholders
- Internal resource developed by the Communications and Engagement Team to provide a framework for other teams in the organisation to work within

The Community Engagement Toolkit has been significantly overhauled to reflect current day practices and to reflect the demographic of Council and its constituents. The Communication and Engagement Team cannot participate in every engagement activity that occurs within Council, so the Toolkit is a critical resource for other teams within the organisation to use. A centralised calendar is also under development to provide a single snapshot of engagement activities planned or underway. This will provide the Communication and Engagement Team with an additional oversight to minimise duplication or engagement burnout within the community.

Many voices

Council is committed to listening to all perspectives in our community by using a wide range of communication methods to reach the widest cross section of residents and engaging with targeted community groups for specific circumstances. Below are just some of the methods we use:

- Online (website, connect.wagga, online services etc)
- Council News
- Social media
- Media
- Community meetings
- Letterbox drops
- Addressed letters
- Surveys
- Site visits
- Personal briefings
- Meetings
- Email
- Telephone

Our community is made up of a diverse range of people with different levels of English and access to technology. Whatever our message or engagement method is, we must make sure it is accessible to the most number of people possible.

Council's list of target groups has also been re-ordered to recognise the importance of deliberate consultation with local First Nations residents and organisations, and now also includes 'Villages and rural communities' as an identified group. While Council attempts to reach as many community members as possible, the following key community target groups have been identified within the Strategy:

- Wiradjuri and First Nations people
- People from culturally and linguistically diverse backgrounds (CALD)
- People of all abilities
- Families
- Single parents
- Children
- Young people
- Older people
- Villages and rural communities
- Community groups
- Stakeholders (business, government, private)
- Councillors
- Council staff

Villages and rural communities

Council is responsible for the Wagga Wagga Local Government Area (LGA) which covers an area of 4,825.9km² and includes the surrounding villages of Tarcutta, Ladysmith, Mangoplah, Uranquinty, Collingullie, Oura, Humula, Currawarna and Galore.

At the 31 January 2022 Council Meeting a Notice of Motion was submitted to Council in relation to Village Meetings with the following recommendation:

That Council receive a Report on moving the location of some of the Ordinary Meetings from the Wagga Wagga Council Civic Centre chambers to multi village locations during a calendar year with the report including but not limited to the following:

- a holding a minimum of one Ordinary Council Meeting per calendar year at each of our villages*
- b locations in each village where meetings could be held*
- c how live streaming will operate in these locations and any concern; and*
- d options for community engagement session before meeting with residents, senior staff and Councillors*

The matter was referred to a workshop for further discussion and this discussion occurred as part of the Councillor Workshop held 4 July 2022. Council is committed to visiting both our suburbs and villages to meet and engage with communities across our LGA. In regards to specific engagement with villages, it is proposed that we develop a village engagement plan through the following phased approach so the plan reflects the needs of individual areas.

Phase 1 – Discovery

Staff will build a contact list internally by working with Council teams who are already active in the community. Following this Council will proactively call on residents and groups in villages to register for updates and engagement opportunities.

Communication and Engagement team members will accompany the library vans on multiple village visits to start learning about each village and meet and talk with local residents. This learning phase will be important for designing solutions to improve Council's communication and engagement with villages.

A broader 'call for contacts' campaign will be rolled out by Council Staff through existing contacts and networks, as well as promoted on social media, published in Council News, advertised on our website, and spoken about to media.

As part of this call-out, staff will promote the Council News weekly email newsletter, website and social media channels to those who want to be informed but may not be interested in engagement. Residents wanting to get involved online can sign up to our engagement platform (connect.wagga) to be notified of calls for feedback and engagement.

Staff will provide context in communications around what 'getting involved' means and what activities or avenues are available for those who want to have a say. As part of this communication a resident's ability to influence any process being participated in will need to be made clear to residents, so that realistic expectations are made and committed to from Council and are understood by residents.

Phase 2: Plan Development

Following the exploration of who in the villages would like to engage with Council, and what topics they would like to engage on, a process can be designed to aim for the highest quality engagement, factoring in frequency of in-person engagement, staffing required or Councillors to attend.

The intent is to increase communication between residents of the villages and suburbs and Council and provide methods for local residents to give feedback to Council and participate in the decision-making process that involves residents and their environment.

The proposed plan is to identify what village residents want, before designing any engagement format. Whatever format visits to the villages will take should be relaxed and interactive, with the aim of promoting contact with Council and listening to residents by Council and Councillors.

Any cohort within the community can request a meeting with Council staff and Councillors in their location. In the village context this option is available to individuals, progress associations and community groups, pending resourcing by Council staff.

It should be noted that Council staff cannot be at every village every week, so a process that identifies issues, and the preferred response and response type, will greatly benefit residents and Council.

Financial Implications

N/A

Policy and Legislation

N/A

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We are informed and involved in decision making

Outcome: Everyone in our community feels they have been heard and understood

Risk Management Issues for Council

No specific issues identified.

Internal / External Consultation

Amendments to the revised Community Engagement Strategy are of a minor nature and do not change the intent of the Strategy. Therefore, it is considered not necessary for public exhibition prior to readoption.

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

Attachments

1. draft Community Engagement Strategy 2022 - Provided under separate cover



RP-6 OPERATIONAL PERFORMANCE REPORT - 1 JULY 2021 TO 30 JUNE 2022

Author: Jacqueline Martin

Executive: Scott Gray

Summary: This report provides details of Council's performance against the Combined Delivery Program and Operational Plan 2021/2022 as at December 2021.

Recommendation

That Council receive and note the Operational Performance Report for the period 1 July 2021 to 30 June 2022.

Report

In accordance with the Integrated Planning and Reporting (IPR) framework, Council is required to report its progress against the Delivery Program on a biannual basis.

This report provides a summary of Council's activities and performance for the financial year and outlines the progress we've made in implementing Council's combined Delivery Program and Operational Plan 2021/22.

Through this report, we look at what we've accomplished by measuring the outputs of the services, programs and projects delivered by Council (what we did), and the effectiveness of our strategies and plans through outcomes (what we've achieved) for the period 1 July 2021 to 30 June 2022.




The five strategic directions as set out in the Community Strategic Plan 2040 provide the structure for the Report. These are our focus areas for achieving our community's long-term priorities and goals and ultimately our community's vision for the future.

In addition to the project performance report 2021/22, project reports have been provided on a regular basis through the monthly finance report and through the bulletin.

Summary of Performance

Actions are assigned a status (as per the following table) to identify their level of completion against expected outcomes for the reporting period.

Status Key and summary






	Off track	Indicates that an action is at risk, and generally relates to the target for the year not being met or the action is on hold	4 actions
	Monitor	Indicates that an action may be at risk if issues are not addressed, and generally relates to the target for the year not being met	19 actions
	On track	Indicates that an action is on track or completed and the target for the year was met	194 actions






While there are some areas requiring attention, progress of the large majority of actions identified in the DPOP are progressing according to schedule, with **194 (89.4%) of the** actions having a status of '● on track'. This is still a positive achievement during a very difficult time with the interruptions of COVID-19 and staff shortages.





Summary of Actions reported requiring attention






To assist Councillors below is a summary of the 23 actions identified within the report with a status of '● off track' or '● monitor'.

Code	Action 2021/22	Annual comment	Primary Responsibility	Progress	Status
1.1.6	Develop and deliver an Annual Internal Audit Plan considering Council's areas of risk exposure	Changes in resourcing during the second half of this year have impacted the delivery of some actions identified in the 2021/22 Internal Audit Plan. Outstanding actions will be carried forward to 2022/23 Internal Audit Plan for completion.	Audit	60%	●
1.1.7	Develop and deliver an Internal Audit Strategic Plan	The Internal Audit Strategic Plan was developed during the financial year however, changes in resourcing during the second half of the year have impacted the delivery of some actions within the reporting period. Outstanding actions will be carried forward for completion 2022/23 financial year.	Audit	60%	●
1.2.5	Develop a strategic property portfolio plan	Preparation of strategic property plan commenced during 2021-22 H2. Further work required to finalise strategic property portfolio plan which will be assisted by additional resources from July 2022.	Land and Property	30%	●
1.2.8	Manage the delivery of Council's capital works program in accordance with Council's Project Management Framework and project plans	<p>Capital works projects and programs account for over \$86 million of the planned activities for the 2021/2022 financial year.</p> <p>Progress: % YTD Actual \$69,268,582 vs Approved Budget \$108,984,216 = 64%.</p> <p>Project status summary (life of project) 125 projects:</p> <ul style="list-style-type: none"> ● Off track=1 ● Monitor=59 ● On track or completed=65 <p>See 'project performance report 2021/22' for further information per project.</p>	Project Management Office	64%	●

Code	Action 2021/22	Annual comment	Primary Responsibility	Progress	Status
1.5.1	Continue to deliver a sustainable fleet replacement program aligned to operational requirements and provide optimal outcomes for Council and the community	<p>39 items of plant and fleet were scheduled for replacement in the 2021/22 year. Supply issues associated with COVID-19 and resourcing had an impact with the following outcomes achieved:</p> <ul style="list-style-type: none"> • 3 light vehicles were deferred • 3 plant items were put on hold pending internal service reviews • 11 items were replaced • 11 items have had orders placed and we are awaiting delivery <p>11 items of plant were not started</p>	Procurement Services	60%	
1.5.2	Continue to implement Council's Information and Communications Technology (ICT) Strategy and manage the delivery of Council's ICT projects	Implementation of projects identified in the strategy has ceased due to prolonged and ongoing resource shortages within the ICT division. This is unlikely to change in the next 6 months, however the most critical projects will still progress with the assistance of third-party providers.	Information and Communications Technology Services	70%	
1.5.7	Manage Council's Cyber Security systems and processes in accordance with Council's Cyber Security Strategy	Council has implemented a number of services to identify any attacks in near real time before any damage can occur to systems and data. Progress against the implementation plan within the strategy has been delayed however due to ongoing resource shortages.	Information and Communications Technology Services	40%	
2.1.6	Monitor and maintain the Council Closed Circuit Television (CCTV) network	A replacement program has been commenced for the aging cameras within the CBD, however ongoing delays in sourcing hardware have continued into the 22/23 financial year.	Information and Communications Technology Services	80%	
2.4.10	Undertake mandatory inspections of swimming pools as prescribed under legislation	Inspections organised and being undertaken are reliant upon site/property access, Building Surveyor availability, workload & information sufficiently provided to undertake the inspection within the five business days. During this period 37.35% of inspections were completed within five business days.	Development Assessment and Building Certification	100%	

Code	Action 2021/22	Annual comment	Primary Responsibility	Progress	Status
3.1.3	Improve bus shelters to be accessible (rolling scheme upgrades) (DIAP item 2.23)	No bus shelter improvements to make them more accessible were completed in the 2021/22 financial year.	Roads and Footpaths	0%	
3.7.5	Identify and develop a suite of personal development programs aligned to organisational values and provide opportunities for staff to engage in activities to enhance leadership capabilities across the organisation	All identified learning and development programs completed in line with Council's Corporate Training Plan. Due to COVID-19 and limited access to staff due to absences, the Leadership Program Delivery was put on hold and will be re implemented in 2022/23.	People and Safety	50%	
3.8.1	Increase number of people with a disability employed at Council towards a 10% target (DIAP item 3.8)	Equal Employment Opportunity (EEO) data collected upon employee commencement is not mandatory for the employee to complete. Current available information is not a valid reflection of current workforce. Further discussions to be held with Social Planning regarding an approach to fulfill DIAP item 3.8 requirements.	People and Safety	30%	
3.8.2	Undertake annual Employee Opinion Survey of employees to gauge workplace diversity and employees' attitudes to inclusion and accessibility (DIAP item 3.4)	The 2021 Culture Survey undertaken by CERM PI (University of South Australia) did not have a focus on workplace diversity and employee attitudes to inclusion and accessibility. Further consultation to be held with Social Planning to determine appropriate method to capture this information in accordance with DIAP item 3.4.	People and Safety	30%	
5.1.1	Assess and determine development applications, construction certificates, complying development applications and manage risks	All applications within this Action are reliant on sufficient information lodged, Officers availability for assessment / inspection and workload. Staff numbers and continued increase in Applications lodged, expected previously agreed timeframes will be difficult to achieve. Also, during this period there were an increase	Development Assessment and Building Certification	100%	

Code	Action 2021/22	Annual comment	Primary Responsibility	Progress	Status
	through monitoring their compliance	in all applications due to property improvements or sale of properties. This has impacted the processing times with zero of the seven key performance targets achieved for this period.			
5.1.2	Assess and determine public section 68 applications ensuring compliance with engineering standards and development conditions	A high volume of work has been experienced in this period and the Subdivision section is currently one Engineer short, impacting application processing timeframes this FY. As a result, targeted timeframes were not met with 68% of section 68 processed within 14 business days.	Subdivisions	100%	
5.1.3	Assess and determine subdivision development applications and subdivision works certificates ensuring compliance with engineering standards and development conditions	A high volume of work has been experienced in this period and the Subdivision section is currently one Engineer short, impacting application processing timeframes 2021/22. Also, the complexity of some Subdivision Works Certificates requires more time to assess and also requires consultation with other staff within Council which requires extra time. As a result, targeted timeframes were not met with 0% Subdivision Work Certificate applications determined within 20 business days and 68% of Subdivision Certificate applications determined within 10 business days.	Subdivisions	100%	
5.1.10	Prepare a new Wagga Wagga Development Control Plan	Progress continues to be delayed. In the absence of a State Template for the development control plan being released, priority amendments are currently being considered and prioritised as an interim measure.	City Strategy	20%	
5.1.11	Present planning proposals to Council within six months of lodgement	Six planning proposals have been received during the 21/22 Financial Year. One has already passed the six-month reporting timeframe, three have met the six month reporting timeframe and two are yet to be reported or pass the reporting timeframe. A significant contributor to the delay in reporting planning proposals to Council is where the proposal requires significant	City Strategy	50%	

Code	Action 2021/22	Annual comment	Primary Responsibility	Progress	Status
		decisions to be made where we do not have clear strategic policy or strategy to inform the decision.			
5.1.14	Update the Sewer Development Servicing Plan	The Development Servicing Plan (DSP) Sewer is currently on hold pending the development of a Sewer Capacity Model. This model shows where the Sewer network is expected to have capacity issues as a result of the growth of the city and then models solutions. The preferred solution is costed and will then inform the DSP Sewer.	City Strategy	0%	
5.3.1	Develop a Council carpark renewal program	Only attribute capture of carparks to improve the asset register for car parks occurred. A quote was obtained from a consultant to progress this action however, funding was not available to complete the works.	Roads and Footpaths	20%	
5.3.2	Develop a footpath replacement program	Only updating of the footpath network in the GIS system occurred. Development of this program will fall out of the statutory revaluation of the footpath assets where condition assessment of the paths must be undertaken. The revaluation of the footpath network must occur in 2022/23 and is an action in the 2022/23 Operational Plan.	Roads and Footpaths	10%	
5.3.4	Develop a Wagga Wagga Central laneway renewal program	Due to a lack of internal resources, this action did not commence. An external quote to complete the action was obtained, however no funding was available to deliver the action.	Roads and Footpaths	0%	
5.4.4	Review & update Council's Street Tree Management Policy	Not started due to resourcing shortages, will commence 2022/23.	Parks and Strategic Operations	0%	

Financial Implications

N/A

Policy and Legislation

NSW Local Government Act 1993

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We are accountable and transparent

Risk Management Issues for Council

N/A

Internal / External Consultation

Internal consultation has been undertaken with responsible officers, managers and directors.

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

Attachments

1. Operational Performance Report - 1 July 2021 to 30 June 2022 - Provided under separate cover



RP-7 REQUESTS FOR FINANCIAL ASSISTANCE**Author:** Carolyn Rodney

Summary: Council has received six (6) fee waiver requests which are detailed for Council's consideration.

Recommendation

That Council:

- a in accordance with Section 356 of the Local Government Act 1993, provide financial assistance to the following groups:
 - i. Rotary Club of Wollundry – Saturday Markets \$2,090.00 (Request 1)
 - ii. Combined Riders of Wagga - Toy Run \$300.00 (Request 2)
 - iii. Cancer Council Wagga - Relay for Life \$1,620.40 (Request 3)
 - iv. Wagga Leagues Swimming Club - National Masters Swimming \$2,110.00 (Request 4)
- b note the proposed budget available for financial assistance requests for the remainder of the 2022/23 financial year
- c not provide financial assistance to the following groups due to the reasons noted in this report:
 - i. Light Horse Memorial Committee – Traffic Management (Request 5)
 - ii. Tolland Wolves Soccer – Sportsground Hire (Request 6)

Report

Six (6) Section 356 financial assistance requests are proposed for consideration at this Ordinary Council meeting. Details of each request are shown below:

1. Rotary Club of Wollundry – Request for Hire of Wollundry Lagoon Precinct and Amphitheatre and toilet hire charges to be waived – \$3,300.00 for 2022/23

James Hamilton on behalf of the Wollundry Rotary Markets Saturday Market Committee in the attached letter (Attachment 1) requests:

"Dear Peter,

Rotary Club of Wollundry Wagga Wagga Inc. is requesting that any costs associated with the use of Civic Precinct is waived for the 2022/23 financial year. The City Council has in the past waived the fees associated with the use of the civic precinct for Saturday markets use as the markets provides broad benefits to the local community. All funds raised at Saturday market are donated to local charitable organisations who assist disadvantaged people in our local community. Also, the markets provide a social setting which benefits for the mental health of members of the community and a source of supplies where people can purchase various types of goods.

Thank you for considering the request to waiver the fees associated with the use of the civic precinct.

James Hamilton

On behalf of Saturday Market Committee"

The fees for the use of the Wollundry precinct for the Saturday markets includes a hire fee for the Wollundry Lagoon Precinct at \$190.00 per month (annualised to \$2,090.00) and \$110 per month (annualised to \$1,210.00) for the Civic Theatre toilet hire fee, which is a cost recovery for the cleaning to be undertaken after each of the Saturday markets.

Stall holders at each of the Saturday markets is charged a stall holder fee – currently \$55 per space, and an additional \$10 per site for a powered site. All electricity use is borne and paid for by Council.

The writer of the request notes that all funds raised by this event goes to local charitable organisations. Council staff are recommending waiving the \$2,090.00 which will provide relief, however the charge for the cleaning costs that Council is required to undertake for the use of Civic Theatre toilets is not recommended to be waived.

The above request aligns with Council's Strategic Plan "We activate our community spaces to promote connectedness" – Objective: "We have opportunities to connect with others".

The Rotary Club of Wollundry Wagga Wagga have not received any other financial assistance from Council this financial year.

2. Combined Riders of Wagga Toy Run – \$300.00

Pat Combs, Coordinator of the 2022 Toy Run for the Combined Riders of Wagga Wagga, in the attached letter (Attachment 2) requests:

"Dear Mr Thompson,

Once again we will be conducting the Annual Wagga Toy Run which will terminate at the Civic Complex on 3rd December.

Being a charitable event would you consider waiving the venue hire at the Wollundry Lagoon Precinct for this event?

Yours sincerely

Pat Combs

Co Ordinator 2022 Toy Run"

The fees for the use of the Wollundry precinct includes a hire fee for the Wollundry Lagoon Precinct for \$190.00 and \$110.00 for the Civic Theatre toilet hire fee.

Given the event is an annual charitable event, Council staff are proposing for the full \$300 hire fee for the Wollundry Lagoon Precinct be waived in this instance.

The Combined Riders of Wagga Wagga have not received any other financial assistance from Council this financial year.

The above request aligns with Council's Strategic Plan "Our community are proud of where we live and our identity" – Objective: "Promote a strong sense of place".

3. Cancer Council Wagga Relay for Life – Request fee waiver of Connolly Park (Additional \$620.40); plus Gregadoo Waste Management Centre Fees up to maximum of - \$1,000.00

Council approved at the 27 June 2022 Council meeting a fee waiver of \$679.00 for the Cancer Council for their Relay for Life event (included in the annual Section 356 contributions, grants and donations with the adoption of the annual 2022/23 Integrated Planning and Reporting suite of documents. Council fee waiver for this event mentions Parramore Park Hire, however this event has been held at Connolly Park for several years now.

The full fee for the use of Connolly Park is \$1,299.40. The adopted fee waiver mentioned above included one signage fee and no lighting fee, which on review should have originally been included with the annual adoption of fee waivers.

In addition to the above adjustment required Christine Williams, the Community Relations Coordinator for Western NSW at the Cancer Council in the attached email (Attachment 3) requests:

“Dear Mr Peter Thompson

On behalf of the Wagga Wagga Relay for Life committee, may I request the City of Wagga Wagga waiver fees at Gregadoo Waste Management Centre regarding any rubbish from the event.

Wagga Wagga Relay for Life is the largest fundraiser in the city for Cancer Council NSW and will be held at Connolly Oval on 7-8 October 2022. Rubbish from the 24-hour Relay will be taken to the Gregadoo Waste Management Centre following the event by Cleanaway trucks.

With more than 48,000 people in NSW diagnosed with cancer each year, the Relay For Life fundraising is essential for Cancer Council to offer support to families affected by the disease, as well as finding new and better way to detect and treat cancer.

The Relay is also a unique way to celebrate cancer survivorship, remembers loved ones who have died from the insidious disease and empower teams of families, friends and colleagues to raise money to fight back against cancer.

Kind regards

Christine Williams”

The Gregadoo Waste Management Centre fees for the Relay For Life event is estimated to be a maximum \$1,000.00. It is proposed to provide a fee waiver for this expenditure from the Solid Waste Reserve, which has current capacity.

The Cancer Council have not received any other financial assistance from Council this financial year other than what is mentioned in the above request.

The above request aligns with Council’s Strategic Plan “Our community are proud of where we live and our identity” – Objective: “Promote a strong sense of place”.

4. Wagga Leagues Swimming Club - National Masters Swimming – Request for pool hire fee waiver - \$2,110.00

Anthony Paul, Secretary of the Wagga Wagga Swimming Club in the attached letter (Attachment 4) requests:

“Dear Craig

The Wagga Leagues Swimming Club have won the rights to host the Australian Winter Swimming Titles in Wagga on the weekend of 16 to 18 September 2022.

We have booked the outdoor pool at the Oasis for Saturday morning from 8.00am to 11am and Sunday from 7.30am-3.00pm.

We ask that for the total cost of \$2,110.00 be waived in view of the benefit of the event being held in Wagga.

The Saturday will be used for teams to try out the pool and confirm their times. While Sunday is the competition day where we will have events from 8.00am to approximately 2.00pm.

There will be approximately 400 swimmers and with families possibly 600 people in total coming to Wagga from all over Australia for the event.

We ask the Council to consider this application.

Yours faithfully

*Anthony Paul
Secretary
Wagga Wagga Swimming Club*

Consistent with other National sporting events held in the City, it is proposed to waive this hire fee, in recognition of the overall economic benefit this event will have for the Wagga Local Government area, and surrounds.

The Wagga Leagues Swimming Club have not received any other financial assistance from Council this financial year other than what is mentioned in the above request.

The above request aligns with Council’s Strategic Plan “Safe and Healthy Community” – Objective: “Promote a strong sense of place”.

5. Light Horse Memorial Committee – Request for additional contribution for Traffic Management - \$3,740.00

At the ordinary meeting of Council held on 11 November 2019, Council resolved the following:

RP-3	PROPOSED LIGHT HORSE MEMORIAL
19/397	RESOLVED:
	On the Motion of Councillors P Funnell and D Hayes
	That Council:
a	approve the construction of a Light Horse Memorial in or within the vicinity of the Victory Memorial Gardens
b	contribute \$50,000 towards the Memorial to be funded from the Community Works Reserve
c	note the Light Horse Memorial Committee will be responsible for raising the required remaining funds for construction
d	assist the Light Horse Memorial Committee in identifying other grant funding sources, both internal and external to Council
	CARRIED

Further request for financial assistance:

Pat Leary, Light Horse Memorial Committee President in the attached letter dated 14 July 2021 (Attachment 5a) requests:

"Dear Fiona,

The Light Horse Memorial Committee are planning a fund-raising Trek by members of the Light Horse Assn. through villages of the Riverina and the City of Wagga, over a seven day period, Sat. 4th Sep. to Sun 12th Sep. 21....

As it is a planned Fund Raising Event to raise monies toward the erection of our planned Light Horse Monument to be erected in the Victory Memorial Gardens, the LHM Committee would therefore like to ask the WWCC to sponsor us in this matter by covering the cost of the Traffic Plan implementation by a donation of funds or Grant....

For your consideration,

*Pat Leary
President
LHMRSWS"*

A further letter (Attachment 5b) was received by Council on 9 February 2022 and notes the following:

Dear Fiona

The LHM Committee approached you on July 14th 2021 re financial support for the traffic control plan for our planned parade/ceremony on the 4th September 2021 which we decided to defer due to the Covid restrictions and border closures that would be in place at the time. We plan to hold the parade and ceremony on Sunday 3rd April, 2022...

Thanking you in anticipation

*Pat Leary
President
LHMRSWS"*

The Traffic Management Invoice (attachment 5c) was provided to Council staff on 3 August 2022.

Council staff are not recommending to provide further financial assistance to the Light Horse Memorial Committee. The previous Council resolution from 11 November 2019 shown above resolved to contribute \$50,000 towards the Memorial and that the Light Horse Memorial Committee will be responsible for raising the required remaining funds for construction.

6. Tolland Wolves – Request for fee waiver of Rawlings Park - \$345.00

Joshua Lang, Tolland Football Club President in the attached letter requests:

“Dear Mr Thompson,

I am writing on behalf of the Tolland Wolves Football Club to request casual ground hire fees totalling \$460 for four days at Rawlings Park from 12-15 July.

Our club has proudly conducted a school holiday clinic in the July school holidays for the past 23 years; giving countless children a fun and safe activity to take part in.

The soccer clinic offers skills-based soccer training to any child, not just those from our club or playing within the Football Wagga Wagga competition. It also offers a development opportunity for under 14s and under 16s players to coach sessions, lead small groups and grow their soccer skills.

The clinic is an important fundraiser for our club, though we try to keep the cost affordable so it is accessible to local families.

For the first time in many years we increased the price of the clinic from \$100 to \$110 due to rising costs.

The waiving of the ground hire fees will ensure we will be able to keep costs for families manageable into the future.

Kind regards

Joshua Lang

The request was originally for \$460.00 however the clinic was for 3 days and the group did not require the fourth day, with the charge being revised down to \$345.00.

As this clinic had a fee for service pricing model, Council staff are not recommending for this request to be approved in this instance. Many other organisations hold fee for service events, and it has the potential to set a precedent if this request is approved.

Financial Implications

Section 356 Budget Summary	
2022/23 Opening Budget*	\$43,528.00
Total of fee waivers approved to date	<u>(\$5,268.10)</u>

Revised Balance of Section 356 fee waiver financial assistance	\$38,529.90
1) Rotary Club of Wollundry – Saturday Markets	(\$2,090.00)
2) Combined Riders of Wagga Toy Run	(\$300.00)
3) Cancer Council Wagga Relay for Life Total proposed for fee waiver = \$1,620.40 (\$1,000.00 proposed to be funded from the Solid Waste Reserve)	(\$620.40)
4) Wagga Leagues Swimming Club - National Masters Swimming	(2,110.00)
*RP-8 – Requests for Financial Assistance – Property Rates – report presented to this Council meeting	<u>(\$415.93)</u>
Subtotal Fee Waivers included in this report and RP-8 - Report noted above – proposed to be funded from the Section 356 Budget	<u>(\$5,536.33)</u>
Proposed Balance of Section 356 fee waiver financial assistance budget for the remainder of the 2022/23 Financial Year	\$32,993.57

*Please note that the 2022/23 opening budget advised at the 18 July 2022 was incorrectly presented at \$54,380.02. This amount is a combination budget in Council's Finance system of other fee waivers in the Operational Plan annual adoption. The opening amount unallocated available for new requests is \$43,528.00, as shown below from an extract from the adopted Operational Plan.

Section 356 Donations - available for requests received during the financial year, to be approved via Council resolution	43,528
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Policy and Legislation

POL 078 – Financial Assistance Policy

Link to Strategic Plan

Community leadership and collaboration

Community satisfaction with long term planning for Wagga Wagga is increasing

Objective: Wagga Wagga has strong community leadership and a shared vision for the future

Risk Management Issues for Council

N/A

Internal / External Consultation

Cross Directorate consultation has been undertaken as required.

RP-8 REQUESTS FOR FINANCIAL ASSISTANCE - PROPERTY RATES**Author:** Carolyn Rodney**Summary:**

The Wagga Wagga Show Society (Show Society) have requested for annual financial assistance of 50% property rates subsidy - \$12,781.35 for the 2021/22 rating year, and \$13,059.00 for the 2022/23 current rating year.

The Show Society have previously received an annual 50% subsidy on their property rates since 2004/05 (17 years), totalling \$148,204.40.

Recommendation

That Council:

- a advise the Wagga Wagga Show Society that it is unable to offer any further assistance in the form of property rates subsidies due to budget constraints and several years of estimated budget deficit positions
- b authorise in accordance with Clause 131 of the Local Government (General) Regulation 2005, the write-off of interest charges up to \$415.93
- c fund the interest write off of up to \$415.93 as detailed in the financial implications section of the report

Report

The Wagga Wagga Show Society (Show Society) have requested for annual financial assistance of 50% property rates subsidy - \$12,781.35 for the 2021/22 rating year, and \$13,059.00 for the 2022/23 current rating year.

The Show Society have previously received an annual 50% subsidy on their property rates since 2004/05 (17 years), totalling \$148,204.40.

History on previous financial assistance provided:

Due to budget deficit positions, and the increasing requests Council receives for financial assistance, Council resolved at the 27 August 2018 Council meeting in report *RP-8 Review of Current Financial Assistance provided to community organisations, businesses and individuals* the following:

d) provide notice to the current organisations who are receiving annual donations and fee waivers that from 1 July 2020, Council will be moving towards a financial assistance application process, which may result in their organisation not receiving the financial assistance after the 2019/20 financial year

The above was resolved in order to allow a review of the assistance provided, and to allow other organisations the opportunity to request financial assistance, noting that there is an annual budget allocation for financial assistance.

Notice was provided to all organisations who were included in the annual list of Section 356 financial assistance resolved during the annual adoption of the Integrated Planning and Reporting suite of documents.

Due to the global pandemic in early 2020, the above review process was delayed, with organisations who usually receive annual donations and fee waivers given a two-year reprieve, now required to potentially request assistance from the 2021/22 financial year. Extract from the 2020/21 Long Term Financial Plan:

Contributions, Grants and Donations provided by the Wagga Wagga City Council to the Community

Wagga Wagga City Council contributes to the community utilising a variety of methods which includes contributions, donations, fee waivers and grant program funding, totalling over \$2M annually. The community organisations who are currently receiving financial assistance have been provided advice that in the near future, this assistance may not be available. The new process (which was previously proposed to commence for the 2020/21 financial year, is now proposed to commence for the 2021/22 financial year) will include a funding application similar to Council's existing grant approval process.

The 2021/22 financial year is the first year in 17 years that the Show Society have not been included in the annual fee waiver/donation list approved by Council in June of each year. Due to the Show Society not receiving the automatic 50% property rates waiver, the Show Society requested in November 2021 (Attachment 1) consideration be given again to providing a 50% fee reduction of their property rates, equating to \$12,781.35 for the 2021/22 rating year, and \$13,059 for the 2022/23 current rating year.

Given the amount requested, Council staff requested the Show Society provide their latest financial statements, for the newly elected Councillors to fully consider the Show Society's request along with their financial position and performance. The Show Society provided a letter from their Accountant (Attachment 2).

Councillors considered the Show Society's request at a Councillor workshop held on 21 February 2022, and again requested the latest financial statements of the Show Society in order to consider the request.

The Show Society's 31 December 2021 financial statements were provided to Council staff on 6 June 2022. A subsequent Councillor Workshop was held on 15 August 2022 where the financial assistance request was considered by Councillors along with the Show Society's latest financial statements – provided under separate confidential cover attachment (Attachment 3).

Financial Implications

Any reduction in property rates income places further financial pressure on Council to deliver the required services to the Wagga community.

Based on the level of financial assistance requested, the Show Society's latest financial statements, Council's budget constraints and several years of estimated budget deficit positions, Council staff are recommending to not offer any further assistance in the form of property rates subsidies to the Wagga Wagga Show Society.

Council staff are recommending to write off the interest accrued on the Show Society's property rates account, given the length of time of this request, with the delays experienced due to providing the financial statements, the newly elected Councillors commencing, and the scheduling of Councillor Workshops.

The interest expense accrued on the Show Society's property account since November 2021 and estimated up to 6 September 2022 (day after Council meeting) is \$415.93. It is recommended to write this interest off for the above reasons.

It is proposed to fund the \$415.93 from the Section 356 financial assistance budget. RP-7 Requests for Financial Assistance report presented to this Council meeting has an estimated balance of \$32,993.57, inclusive of the recommendations presented to the 5 September 2022 Council meeting.

Policy and Legislation

Clause 131 of the Local Government (General) Regulation 2005
Council's Debt Management Policy – POL 017

Link to Strategic Plan

Community leadership and collaboration

Community satisfaction with long term planning for Wagga Wagga is increasing

Objective: Wagga Wagga has strong community leadership and a shared vision for the future


Risk Management Issues for Council

Any reduction in property rates income places further financial pressure on Council to deliver the required services to the Wagga community.

Internal / External Consultation

Internal consultation was undertaken with relevant Council staff, the Executive Team and Councillors.

Attachments

1.  Wagga Show Society - Original Request to Council



2.  Wagga Show Society Accountant Letter



3. CONFIDENTIAL - Wagga Show Society - 2021 Financial Statements

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

Wagga Wagga Show Society Inc

PO Box 7256
Mount Austin NSW 2650
02 6925 2180
admin@waggashow.com.au
www.waggashow.com.au



General Manager
Wagga Wagga City Council
P.O Box 20
Wagga Wagga, NSW, 2650

Thursday, 4 November 2021

Dear Peter,

Re: Financial Assistance Wagga Wagga Showground Rates & Charges

The Wagga Wagga City Council has for many years provided financial assistance to the Wagga Wagga Show Society by providing a 50% contribution to the yearly Council rates charged on the Showground.

This financial support has been greatly appreciated and assisted the Society in keeping the facility maintained and available to the community.

It is understood that an application for financial assistance is now required to be lodged by Community groups each year.

We formally seek continued financial assistance that has been so kindly provided in the past i.e. 50% contribution to Council rates. Our Council rates are \$25,562.67 for 21/22 thus we are seeking a contribution of 12,763.33 for 21/22.

In addition, we are charged significant sewer access charges yearly as we are required to have large water meters to service the showground area. Our sewer access charges are: \$1,633.50 Per Quarter or \$6,534 for 21/22.

We respectfully ask that Council consider providing a 50% contribution to our sewer access charges i.e. \$3,267. As you would be aware the last two years of the pandemic has had a significant financial impact on all community organisations.

We ask please for the Council's continued support in these very difficult times to allow us to continue provide and maintain this important community facility.

If require any further information, please feel free to contact me on 0437 017 728.

Yours sincerely,

A handwritten signature in black ink, appearing to read "RW", followed by a horizontal line.

Robert Hamilton
President
Wagga Wagga Show Society Inc.



■ DIRECTORS:

P.J. King	CA
A.P. Powell	CA
D.R. Uden	CA
R.K. Nicoll	CA
M.A. Smith	CA
D.T. Rosetta	CA
G.A. Watson	CA

Wagga Wagga City Council
PO Box 20
Wagga Wagga
NSW 2650

Wagga Wagga Show Society - 2021 Rates Relief

Dear Sir/Madam,

We write to you in support for the Show Society's recent application for rates relief.

We confirm the following:

- 2021 COVID situation has caused the cancellation of the annual Wagga Wagga Show for the second consecutive year. This event represents the largest source of revenue for the organisation, which continues to operate as a not-for-profit entity.
- The organisation has reported an unaudited 2021 year to date operating loss of \$45,378.

Any assistance you could provide to the Wagga Wagga Show society would be greatly appreciated.

Should you have any further enquiries or require any further information regarding the application please do not hesitate to contact our office.

BUSH & CAMPBELL PTY LTD
Chartered Accountants

Peter King
Partner

www.bushcampbell.com.au ABN. 20 701 687 519

WAGGA WAGGA
P. 02 6938 4600
F. 02 6921 7539
30 Blake Street, PO Box 98
Wagga Wagga NSW 2650

LOCKHART
P. 02 6920 5101
141 Green Street,
PO Box 84
Lockhart NSW 2656

TUMBARUMBA
P. 02 6948 2018
The Parade,
PO Box 56
Tumbarumba NSW 2653



Liability limited by a scheme
approved under Professional
Standards Legislation

RP-9 SALE OF LAND - 9 SPRING STREET, WAGGA WAGGA**Author:** Matthew Dombrovski**Director:** John Sidgwick

Summary: This report relates to the proposed sale of Council owned land by PCYC in accordance with a previous resolution of Council and serves to provide an update on the current position.

Recommendation

That Council:

- a authorise PCYC to sell Lot 1 DP 1204851 together with Council owned land in Spring Street (Lot 20 DP 22260) and the Council owned former laneway in Gurwood Street (Lot 1 DP 1208979)
- b delegate authority to the General Manager or their delegate to execute all necessary documents to facilitate the sale on behalf of Council.

Report

At its meeting of 26 June 2017, Council resolved (Resolution 17/188) to allow PCYC to sell Council owned land in Spring Street (Lot 20 DP 22260) and the Council owned former laneway in Gurwood Street (Lot 1, DP 1208979), together with PCYC's adjacent site. This created a larger potential parcel for sale, and the net proceeds of sale of the Council owned land would form part of Council's \$3,000,000 contribution to the capital costs of the PCYC Youth Hub.

The construction of the new Youth Hub is progressing, and in accordance with Resolution 17/188 PCYC have commenced the marketing of the Council land parcel. It is anticipated that the marketing campaign will conclude on or about 8 September 2022.

On review of the draft Contract for Sale of Land, it is noted that there are in fact two Certificates of Title relating to the Council owned property in Spring Street – Lot 20 DP 22260 referred to in Resolution 17/188, which is the freehold land excluding any mineral rights, and Lot 1 DP 1204851, which encompasses the mineral rights to that Lot.

Given that Council has already resolved to permit PCYC to sell the freehold land (Lot 20 DP 22260), it is recommended Council resolve to include the related Certificate of Title for the mineral rights that attach to that freehold.

Financial Implications

N/A

Policy and Legislation

Conveyancing Act 1919

Acquisition, Disposal and Management of Land Policy POL 038

Link to Strategic Plan

Growing Economy

Objective: Wagga Wagga is an attractive location for people to live, work and invest
Encourage and support investment to develop Wagga Wagga

Risk Management Issues for Council

Council has a responsibility to appropriately manage assets including property. Given that Council has already resolved to permit PCYC to sell the freehold land (Lot 20 DP 22260), it is considered appropriate to include the related Certificate of Title for the mineral rights attached to that freehold.

Internal / External Consultation

N/A

RP-10 ACQUISITION OF LAND - PROPOSED LOT 1003 IN PLAN OF SUBDIVISION OF LOT 594 DP 1255707 - HARRIS ROAD, GOBBAGOMBALIN**Author:** Matthew Dombrovski**Director:** John Sidgwick

Summary: | This report relates to proposed acquisition of land by Council for the purpose of stormwater management at Gobbagombalin.

Recommendation

That Council:

- a delegate authority to the General Manager or delegate to negotiate the acquisition of land on which a detention basin has been constructed, being proposed Lot 1003 in subdivision of Lot 594 in DP 1255707 at Harris Road, Gobbagombalin
- b authorise the General Manager or their delegate to complete and execute any necessary documents on behalf of the Council
- c authorise the affixing of Council's common seal to all relevant documents as required

Report

At its meeting on 24 May 2021, Council resolved (Resolution 21/160) to delegate authority to the General Manager or delegate to negotiate the acquisition of land on which a detention basin has been constructed within Lot 1002 in DP 1253252 at Harris Road, Gobbagombalin, within the parameters outlined in that report.

Subsequent to that resolution, an updated plan of subdivision has been lodged with Council which changes the lot particulars. Accordingly, the Lot on which the Detention Basin has been constructed is now proposed Lot 1003 in DP 1255707.

It is therefore recommended that Council provide an updated resolution, authorising the General Manager or delegate to negotiate the acquisition of land on which a detention basin has been constructed within Lot 1003 in DP 1255707 at Harris Road, Gobbagombalin, within the same parameters as outlined in the previous report.

Financial Implications

N/A

Policy and Legislation

Conveyancing Act 1919

Acquisition, Disposal and Management of Land Policy POL038

Link to Strategic Plan

Growing Economy

Objective: Wagga Wagga is an attractive location for people to live, work and invest

Encourage and support investment to develop Wagga Wagga

Risk Management Issues for Council

Council has a responsibility to appropriately manage assets including property. The detention basin has already been constructed and is in operation, and failure to achieve a negotiated outcome will require Council to compulsorily acquire the site, leading to delay and potentially an increase in costs due to the current strength of the Wagga property market.

Internal / External Consultation

N/A

RP-11 EQUAL EMPLOYMENT OPPORTUNITY POLICY (POL 085)**Author:** Therese Reeckman**General Manager:** Peter Thompson

Summary: This report advises Council on the outcome of the public exhibition process for the draft Equal Employment Opportunity Policy (POL 085). The Equal Employment Opportunity Policy (POL 085) is presented to Council for endorsement, following public exhibition.

Recommendation

That Council:

- a note that there were no public submissions received during the exhibition period for the draft Equal Employment Opportunity Policy (POL 085)
- b adopt the Equal Employment Opportunity Policy (POL 085)

Report

Council staff recently undertook a review of the Equal Employment Opportunity Policy (POL 085). The review lead to the following amendments:

- Expansion of Policy objectives.
- Scope – extended to include all Council workers and contracted service providers of Council.
- Revision of Statement of Policy and general provisions.
- Complaints Management – new section added to the policy.
- Responsibilities – new section added to the policy.
- Legislative Context – updated currency.
- Related Documents – updated currency.
- Definitions – updated in accordance with policy content updates.

Council resolved on 31 January 2022 to place the Equal Employment Opportunity Policy (POL 085) on public exhibition for a period of 28 days from 1 February 2022 to 28 February 2022 and invite public submissions until the 14 March 2022 on the draft Policy.

During the submission period, no public submissions were received.

It is recommended that Council adopt the Equal Employment Opportunity Policy (POL 085) as exhibited.

Financial Implications

N/A

Policy and Legislation

Age Discrimination Act 2004
Anti-Discrimination Act 1977
Australian Human Rights Commission Act 1986
Disability Discrimination Act 1992

Equal Employment Opportunity Act 1987
Industrial Relations Act 1996
Local Government Act 1993
 Local Government (State) Award 2020
Racial Discrimination Act 1975
Sex Discrimination Act 1984
Work Health & Safety Act 2011
Workplace Relations Act 1996

Link to Strategic Plan

Community leadership and collaboration

Objective: Wagga Wagga has strong community leadership and a shared vision for the future

Plan long term for the future of Wagga Wagga

Risk Management Issues for Council

Council policies are essential to ensure transparent legal, fair and consistent decision making across the Council. They support Council in achieving its corporate objectives and provide a critical guide for staff, Councillors and other stakeholders. In the absence of effective policies there is a greater risk of inconsistency, confusion and inefficiency and can lead to non-compliance with the requirements of legislation and regulations.

Internal / External Consultation

The draft Equal Employment Opportunity Policy (POL 085) has been reviewed internally by staff and Council's Executive Team.

The draft was endorsed by Council on 31 January 2022 and placed on public exhibition for a period of 28 days from 1 February 2022 to 28 February 2022, with submissions open until the 14 March 2022.

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

Attachments

1  Equal Employment Opportunity Policy (POL 085)

Equal Employment Opportunity (EEO) Policy

Reference number: POL 085

Approval date: 24 May 1993

Policy owner: General Manager

Next review: September 2024

Wagga Wagga City Council (Council) is committed to the principles of equal employment opportunity (EEO) to ensure all Council employees (including prospective Council employees), have equal access to employment opportunities based on merit and that access to equal employment is free of discrimination or harassment.

The Equal Employment Opportunity (EEO) Policy is supported by Council's Equal Employment Opportunity (EEO) Management Plan, which is developed in accordance with the Local Government Act 1993 to eliminate and ensure the absence of discrimination on specified grounds and to promote equal opportunity for women, members of racial minorities and persons with disabilities within Council.

Purpose

The purpose of this Policy is to:

1. Eliminate and ensure the absence of discrimination or harassment in employment;
2. Promote equal employment opportunity for all;
3. Foster a culture that values diversity and inclusion;
4. Remove barriers to participation and progression in employment and training;
5. Encourage innovation and collaboration through different ways of working; and
6. Ensure Council meets its legislative and statutory obligations in relation to equal employment opportunity and anti-discrimination.

POL085 – Equal Employment Opportunity (EEO) Policy

Scope

This Policy applies to all full-time, part-time, casual, temporary, fixed-term and maximum-term Council employees and includes apprentices, trainees, labour hire employees, students on work experience, volunteers and Councillors.

This Policy also applies to contracted service providers delivering services, either on behalf of, or in conjunction with, Council.

Policy Provisions

Statement of Policy

Equal employment opportunity (EEO) is the right to be considered for a job, training opportunity, or other benefit, for which a person is skilled or qualified. Selection must be accurate, fair, accountable and systematic, and appointments or promotions should be based solely on merit.

Council's Equal Employment Opportunity (EEO) Management Plan details the programs developed to achieve the integration of equity and diversity, and equal employment opportunity principles into all aspects of employment.

Council is committed to:

- a) All employment practices based on merit of the individual against specific job requirements;
- b) A workplace free from discrimination and harassment;
- c) An organisational culture which supports mutual respect and equality in the workplace;
- d) A workplace which values and supports diversity and equity at all levels; and
- e) A workplace that fosters and values an inclusive and culturally sensitive work environment.

Complaints Management

Complaints relating to the EEO Policy will be referred to the People & Safety Executive to action in accordance with provisions of the Local Government (State) Award 2020 (as amended), Council's Staff Grievance and Dispute Resolution Operating Standard and other relevant policies, procedures and legislation.

Responsibilities

General Manager

It is the responsibility of the General Manager to:

- a) Ensure appropriate systems, processes, policies and procedures are in place to eliminate and ensure the absence of discrimination or harassment in employment.

Directors, Managers and Supervisors

It is the responsibility of Directors, Managers and Supervisors to:

POL085 – Equal Employment Opportunity (EEO) Policy

- a) Promote and ensure compliance with equal employment opportunity and anti-discrimination legislation, policies and associated procedures.
- b) Report any allegations or breaches to the General Manager or the People & Safety Executive.

Council Employees

It is the responsibility of all Council employees to:

- a) Understand and comply with equal employment opportunity and anti-discrimination legislation, policies and associated procedures.
- b) Notify their supervisor and/or the People & Safety Division of any allegations or breaches.

People & Safety Division

It is the responsibility of the People & Safety Division to:

- a) Review and update Council's EEO Policy and EEO Management Plan ensuring they comply with relevant legislation.
- b) Provide advice, training and support to all Council employees.
- c) Ensure recruitment and selection practices, and access to training and internal progression opportunities are conducted in accordance with the principles of equal employment opportunity and relevant policies, procedures and legislation.
- d) Ensure systems and processes are being complied with for detecting and responding to reports of discrimination or harassment.

Failure to Comply

A failure to comply with this Policy and associated procedures will be dealt with in accordance with disciplinary procedures under the NSW Local Government (State) Award 2020 (as amended), except where summary dismissal is appropriate.

Reporting Requirements

Annual EEO data and outcomes are reported in Council's Equal Employment Opportunity Management Plan and Annual Report.

POL085 – Equal Employment Opportunity (EEO) Policy

Legislative Context

- Age Discrimination Act 2004
- Anti-Discrimination Act 1977
- Australian Human Rights Commission Act 1986
- Disability Discrimination Act 1992
- Equal Employment Opportunity Act 1987
- Industrial Relations Act 1996
- Local Government Act 1993
- Local Government (State) Award 2020
- Racial Discrimination Act 1975
- Sex Discrimination Act 1984
- Work Health & Safety Act 2011
- Workplace Relations Act 1996

Related Documents

- CS.WHS.35 Preventing and responding to bullying procedure
- WWCC Code of Conduct 2020
- WWCC Equal Employment Opportunity (EEO) Management Plan
- WWCC POL080 Work Health & Safety Policy
- WWCC Recruitment Operating Standard
- WWCC Staff Grievance and Dispute Resolution Operating Standard
- WWCC Workplace Equity Strategy

Definitions

Term	Definition
Contracted Service Provider	An organisation or entity contracted to provide goods, services or programs on behalf of, or in conjunction with, Council where that entity has been engaged as a result of informal or formal procurement processes such as a Request for Quotations (RFQs), Tenders, Expressions of Interests (EOIs), and one-off or standing purchase orders.
Council Employee	Any person engaged in work for Council in any of the following capacities: <ul style="list-style-type: none"> • full time, part time, casual, temporary, fixed-term, maximum term employees; • apprentices or trainees; • labour hire employees; • work experience students; • volunteers; and • for the purposes of this policy, Councillors.
Disability Discrimination	Refers to unfair treatment on the grounds of a person having, or the perception of a person having, a disability.

POL085 – Equal Employment Opportunity (EEO) Policy

Discrimination	<p>Discrimination is unfair treatment. Discrimination may be direct, indirect or systemic. Harassment is also a form of discrimination.</p> <p>Discrimination can be on grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.</p> <p>Direct – any action, which specifically excludes a person or a group of people from a benefit or opportunity, or significantly reduces their chances of obtaining it, due to a personal characteristic e.g. refusing to interview an applicant based on their race.</p> <p>Indirect – where there is a rule, procedure or policy that appears to treat everyone equally, but has an unequal or disproportionate result on particular groups.</p> <p>Systemic – rules or practices which result in different patterns of access to different jobs and different access to benefits or services. It is the result of both direct and indirect discrimination.</p>
Equal Employment Opportunity	Is the principle that everyone should have equal access to employment opportunities based on merit.
Harassment	<p>Any form of behaviour that:</p> <ul style="list-style-type: none"> • is not wanted by the person; • offends, humiliates or intimidates the person; and • creates a hostile environment.
Racial Discrimination	Refers to unfair treatment on the grounds of a person's race, or characteristic of a person's race.
Sexual Discrimination	Refers to unfair treatment on the grounds of a person's sex, or any characteristic of a person's sex. Sex discrimination also covers discrimination on the grounds of marital status and pregnancy and includes sexual harassment.
Target Groups	<p>Groups who have been identified as experiencing high levels of discrimination and disadvantage in the workplace and for whom EEO strategies are developed to address these disadvantages.</p> <p>The Local Government Act (1993) currently identifies target groups as:</p> <ul style="list-style-type: none"> • women; • members from racial minorities; and • persons with disabilities. <p>Members of racial minorities are generally people of culturally and linguistically diverse backgrounds; and people of First Nations' heritage.</p>

POL085 – Equal Employment Opportunity (EEO) Policy

Revision History

Revision number	Council resolution	Council meeting date
1	Res No: 93/732	24 May 1993
2	Res No: 99/242	22 February 1999
3	Res No: 00/1155	25 September 2000
4	Res No: 03/412	26 May 2003
5	Res No: 04/243	23 August 2004
6	Res No: 09/077	27 July 2009
7	Res No: 11/117.4	25 May 2011
8	E-Team	30 April 2013
9	Res No: 13/224.1	26 August 2013
10	Res No. 15/096	24 April 2015
11	Res No: 17/279	28 August 2017
12	Res No:	

RP-12 FRAUD AND CORRUPTION CONTROL POLICY (POL100)

Author: Ingrid Hensley
Director: Peter Thompson

Summary: In accordance with the new Australian Standard AS8001:2021 - Fraud and Corruption Control, a review was undertaken of Council's fraud and corruption prevention arrangements, including Council's Fraud and Corruption Control Policy.

Recommendation

That Council:

- a place the draft Fraud and Corruption Control Policy (POL 100) on public exhibition for a period of 28 days from 6 September 2022 to 3 October 2022 and invite public submissions until 18 October 2022 on the draft policy
- b receive a further report following the public exhibition and submission period:
 - (i) addressing any submission made in respect of the proposed policy
 - (ii) proposing adoption of the policy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period

Report

The Fraud and Corruption Control Policy forms part of Council's fraud and corruption control system (FCCS) consistent with the Australian Standard on Fraud and Corruption Control (AS 8001:2021), which approaches fraud control based on ten attributes of fraud control within the themes of prevention, detection and response.

The revised Policy also takes into account the NSW Audit Office Fraud Control Policy. Changes to the Policy based on the changes in the Standard and the NSW Audit Office's Policy, include:

- Reference to the ten attributes for Fraud Control – leadership, ethical framework, responsibility structures, fraud control policy, prevention systems, fraud awareness, third party management systems, notification systems, detection systems and investigation systems. These attributes are aligned to each of the three key themes – Prevention, Detection and Response.
- Emphasising a risk-based approach to fraud and corruption prevention
- Updated terminology, which focuses on a fraud and corruption control system (FCCS)
- Updated references to the relevant standard and other resources
- Updated definitions of fraud and corruption to include dishonest conduct that is not necessarily a breach of the law

As well as ensuring consistency with that Standard, review of the Policy has also focused on being more community-focused and clearer internally by:

- Providing better guidance on how to prevent, detect and respond to incidents of fraud and corruption (which will be supported by revised website content)
- Reinforcing management's commitment to, and responsibility for, identifying risk exposures to fraudulent and corrupt activities, and ensuring all staff, councillors,

contractors and volunteers are aware that Council has zero tolerance for fraudulent or corrupt conduct

- Reinforcing the requirement for staff to perform their duties with honesty and integrity in accordance with the framework of ethical conduct that underpins the expected standards of behaviour within the Code of Conduct
- Expanding information in relation to reporting mechanisms (ICAC, internal reporting etc.)

To allow community feedback on the Policy, it is recommended that the Policy be placed on public exhibition for 28 days from 6 September 2022 to 3 October 2022 and invite public submissions until 18 October 2022 on the draft policy.

Financial Implications

N/A

Policy and Legislation

POL 100 Fraud and Corruption Prevention Policy

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We plan long term

Risk Management Issues for Council

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

Internal / External Consultation

Review and endorsement by Council's Audit, Risk and Improvement Committee and Executive Team.

Internal communication with relevant areas.

Attachments

1   Draft Fraud and Corruption Control Policy (POL 100)

Fraud and Corruption Control Policy

Reference number: POL 100
Approval date: 28 August 2017
Policy owner: Manager Governance and Risk
Next review: September 2024

Purpose

Council is committed to implementing and regularly reviewing a range of strategies within a robust and effective fraud and corruption control framework that aims to prevent, detect and respond to fraud and corruption.

The purpose of this Policy is to outline to Councillors, employees, Council contractors and the community, Council's expectations regarding the prevention, detection, investigation and management of fraud and corruption in the Council work environment. It outlines the principles Council seeks to uphold in relation to these activities; the individual and collective responsibility in doing so; how we will continue to do so; and the consequences for failing to do so.

This Policy recognises the importance of controlling fraud and corruption risk to protect public funds and assets; protect the integrity, security and reputation of Council; ensure high standards of ethical and accountable conduct; prevent a loss of employee morale and productivity and ensure community confidence in Council.

Scope

This policy applies to all Councillors, Council staff (full-time, part-time, temporary and casual), delegates, volunteers, business associates and third parties, including contractors working for Council.

Reports of wrongdoing that do not amount to Fraud and Corruption may be dealt with the accordance with Council's Code of Conduct and other relevant policies and procedures.

Policy Provisions

Principles

1. Leadership: Management are accountable for fraud and corruption control

Councillors, the Executive, Managers, Team Leaders and Supervisors are collectively and individually committed to preventing fraud and corruption within the Council work environment and promoting ethical conduct in all business dealings. They are also accountable for fraud and corruption prevention and detection in their areas of responsibility, including ensuring clear standards and procedures to prevent fraud and corruption at its origin.

POL100 – Fraud and Corruption Control Policy

2. Ethical Framework

Council recognises that fraud prevention requires the maintenance of an ethical climate that encourages all staff to be active in protecting Council's funds and assets, and in reporting any breaches of accepted standards

3. Responsibility Structures: management are accountable for fraud and corruption control**3.1 Responsible Officer**

The Manager Corporate Governance & Risk is the Responsible Officer for this Policy, to ensure it is reviewed on at least a biennial basis. The Responsible Officer is also accountable for developing, implementing and maintaining Council's Fraud and Corruption Control Framework.

3.2 General Manager

The General Manager has ultimate responsibility for managing fraud and corruption risks at the Council. The General Manager is also required, under Section 11 of the *Independent Commission Against Corruption Act 1988* (NSW) to report to the ICAC any matter that he or she reasonably suspects involves or may involve corruption or fraudulent conduct.

3.3 Executive

The Executive are responsible for ensuring Council's Fraud and Corruption System (FCCS) is fully and effectively implemented.

3.4 Managers and Supervisors

Managers are responsible for:

- understanding and implementing this Policy, the Code of Conduct and Council's Fraud and Corruption Control Plan (contained within the Fraud and Corruption Risk Register), and
- undertaking risk assessment of corruption or fraud risk, active implementation of mitigating controls (including through Fraud Risk Register reporting), and regular reporting to senior management and the Executive.

3.5 Employees

Employees are responsible for behaving in accordance with this Policy, including reporting suspected or actual fraudulent or corrupt conduct, and the Code of Conduct.

4. Policy: Zero tolerance of fraudulent or corrupt conduct

Council's risk appetite states, "...acts of internal fraud, corruption, collusion or theft will not be tolerated." Council is committed to minimising the incidence of fraud by implementing and regularly reviewing a range of strategies that aim to prevent, detect and respond to fraud.

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5. Prevention Systems and Fraud Awareness: A risk-based approach will be followed to manage fraud and corruption control

Managers will adopt risk-based approach to fraud and corruption control will be adopted to minimise the opportunities for corrupt or fraudulent conduct by any Councillor, employee, contractor or other person who performs official functions on behalf of the Council by proactively:

- assessing fraud or corruption risk
- implementing mandatory fraud and corruption prevention awareness training as a first line of defence
- implementing internal risk-based mitigation controls
- regularly monitoring control activity and reporting status to the Executive

To assist managers to meet their fraud and corruption control and prevention responsibilities, specific strategies will be included in Council's Fraud and Corruption Risk Register and Plan with Risk Controls and Planned Tasks to further mitigate the risk(s). Council will also maintain a risk-based internal audit program.

6. Third party management systems

Council ensures specific internal controls relating to third parties, such as segregation of duties, are in place to manage our dealings with business associates and third parties. We provide a copy of the Statement of Business Ethics setting out expected standards of behaviour and mutual obligations. Council's Code of Conduct and Conflict of Interest Policy and procedures set out how conflicts of interest.

7. Notification systems: Reporting of suspected to actual fraud or corruption is expected and encouraged

All councillors, employees, individuals, individuals engaged as contractors working for Council and other people who perform public official functions on behalf of Council have an obligation to report suspected or actual fraud or corruption associated with the Council work environment to Council **or** directly to:

- NSW Independent Commission Against Corruption (ICAC) for alleged fraudulent or corrupt conduct; or
- NSW Ombudsman for alleged maladministration; or
- NSW Auditor General for serious and substantial waste; or
- NSW Office of Local Government for any of the above and a breach of pecuniary interest provisions

Members of the public are encouraged to report suspected or actual fraud or corruption associated with the Council work environment either to Council or to the ICAC and/or NSW Police, as appropriate.

8. Detection Systems: Monitoring

Measures to prevent and detect fraud shall be continually monitored, reviewed, developed and reported. The principles set out in this Policy will be implemented and assessed through the provisions of Council's Fraud and Corruption Control Framework and Fraud Risk Register. The effectiveness of that Policy Framework and Register will be subject to periodic

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assurance reviews endorsed by the Audit, Risk and Improvement Committee as part of a risk-based Internal Audit Program.

Effectiveness of this Policy will be based on the number of complaints and results of investigations which shall be reported to Council's Audit Risk and Improvement Committee six-monthly.

9. Investigation Systems: Fraud and corruption allegations will be treated fairly and seriously

Council takes all allegations of fraudulent or corrupt conduct seriously and is committed to appropriately and fairly investigating all such reports and in accordance with any relevant industrial instruments or contracts, the Code of Conduct and Administrative Procedures for the Code of Conduct and applicable legislation. Council will also not tolerate allegations of fraudulent or corrupt conduct that are found to be vexatious, frivolous or misleading and will take appropriate disciplinary contractual action as relevant.

Council is committed to the recovery of financial losses caused by fraudulent and corrupt activity, balanced against the cost of recovering losses where they exceed the value of that loss.

Elements of Council's Fraud Control Policy

The Standard identifies three elements of an effective fraud and corruption control system, which are incorporated into Council's Fraud and Corruption Control Framework.

Structural Elements – Prevention

Prevention of internal and external fraud and corruption, including fraud and corruption against and by Council

- A sound ethical culture and integrity framework
- Awareness program
- Implementing an Information Security Management System
- Roles and accountabilities
- Managing conflicts of interest
- Managing risks connected to gifts and benefits
- Internal controls
- Managing performance-based targets
- Workforce screening
- Screening and ongoing management of business associates
- Physical security and asset management
- Preventing technology-enabled fraud
- Developing and implementing an FCCS

Operational Elements – Detection

Early detection of fraud and corruption in the event preventative strategies fail

- Post-transactional review and data analytics
- Analysis of management accounting reports including external audit, data mining and pressure testing

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- Internal Audit
- Fraud and corruption reporting channels
- Protected disclosure management system
- Complaint management
- Data mining and pressure testing
- Exit Interviews

Maintenance Elements – Response & Reporting

Effective response to fraud and corruption events in ways that achieve optimal outcomes for Council.

- Effectiveness reviews of internal controls
- Monitoring of culture
- Responding to fraud and corruption events including business associates
- Review of the Fraud and Corruption Risk Register
- Policies and procedures
- Investigations
- Internal reporting and escalation
- Disciplinary procedures
- External reporting
- Recovery of losses
- Insuring against fraud events
- Assessing internal controls, systems and processes post-detection of a fraud or corruption event
- Audit Risk and Improvement Committee

Policy Implementation Guidelines

Reporting Wrongdoing

Wagga Wagga City Council maintains a strong commitment to ensuring an ethical workplace and has developed and published policies and procedures to facilitate the reporting of suspicions of corrupt conduct, maladministration, serious and substantial waste of public money, government information and pecuniary interest contraventions. This guidance material assists staff to make protected disclosures in accordance with the *Public Interest Disclosures Act 1994*. It sets out:

- Procedures for making disclosures to Council
- Procedures for making disclosures to appropriate external agencies
- Procedures for dealing with anonymous reports
- Protection for people making protected disclosures from reprisals that might otherwise occur because of their disclosures
- Provisions for disclosures to be properly investigated and dealt with

The Public Interest Disclosures Policy and reporting system complements existing communication avenues between supervisors and staff. Staff are encouraged to continue to raise appropriate matters at any time with their managers, however as an alternative they have the option of making a protected disclosure.

POL100 – Fraud and Corruption Control Policy

Staff, members of the public, customers and other stakeholders can report suspicions of fraud or corruption by writing to the General Manager, Wagga Wagga City Council (or the Mayor if the matter involves the General Manager).

Legislative Context

- *Local Government Act 1993 (NSW)*
- *Local Government (General) Regulation 2005 (NSW)*
- *Independent Commission Against Corruption Act 1988 (NSW)*
- *Public Interest Disclosures Act 1994 (NSW)*

Related Documents

- Acquisition, Disposal and Management of Land Policy
- Australian Standard AS 8001-2021: Fraud and Corruption Control
- Complaints Handling Policy and Framework
- Code of Conduct and Code of Conduct Administrative Procedures
- Conflicts of Interest Policy
- Delegations Policy
- Fraud and Corruption Control Framework
- Fraud and Corruption Risk Register
- Fraud and Corruption Control Plan
- Good Governance Framework
- Related Party Disclosure Policy
- Public Interest Disclosures Policy
- Procurement and Disposal Policy
- Regional Procurement Preference Policy
- Risk Management Policy and Framework
- Processing Development Applications lodged by Councillors, Staff and Individuals Policy
- Provisions of Information to and Interaction between Councillors and Staff Policy
- Public Access to Information Policy

Definitions

Term	Definition
Fraud	<p>Fraud is defined in Australian Standard AS8001-2021 Fraud and Corruption Control as:</p> <p>“Dishonest activity causing actual or potential gain or loss to any person or organization including theft of moneys or other property by persons internal and/or external to the organization and/or where deception is used at the time, immediately before or immediately following the activity.</p> <p>Property in this context also includes intellectual property and other intangibles, such as information.</p>

POL100 – Fraud and Corruption Control Policy

Term	Definition
	<p>Fraud also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information or position for personal financial benefit.</p> <p>While conduct must be dishonest for it to meet the definition of “fraud” the conduct need not necessarily represent a breach of the criminal law.</p> <p>A basic test for fraud could include the following questions:</p> <ul style="list-style-type: none"> • Was deceit employed? • Was the action unlawful? • Did it result in money/benefits being received to which a person was not entitled? <p>Some examples of fraud resulting in financial benefit include, but are not limited to:</p> <ul style="list-style-type: none"> • Unauthorised use of Council plant and equipment • Theft of money or goods from Council or its customers • Claiming unworked time on timesheets • Providing confidential Council information to unauthorised people or organisations • Allowing contractors to not fully meet contract requirements • Obtaining benefits by use of a false identity or false qualifications
Corruption	<p>Corrupt conduct is defined in Sections 8 and 9 of the <i>Independent Commission Against Corruption Act 1988</i> and is broadly:</p> <ol style="list-style-type: none"> <i>any conduct of any person (whether or not a public official) that adversely affects, or that could adversely affect, either directly or indirectly, the honest or impartial exercise of official functions by any public official, any group or body of public officials or any public authority, or</i> <i>any conduct of a public official that constitutes or involves the dishonest or partial exercise of any of his or her official functions, or</i> <i>any conduct of a public official or former public official that constitutes or involves a breach of public trust, or</i> <i>any conduct of a public official or former public official that involves the misuse of information or material that he or she has acquired in the course of his or her official functions, whether or not for his or her benefit or for the benefit of another person.”</i> <p>Corruption is defined in Australian Standard AS8001-2021 Fraud and Corruption Control as:</p> <p>“dishonest activity in which a person associated with an organization (e.g. director, executive, manager, employee or contractor) acts contrary to the interests of the organization and abuses their position of trust in order to achieve</p>

POL100 – Fraud and Corruption Control Policy

Term	Definition
	<p>personal advantage or advantage for another person or organization...While conduct must be dishonest for it to meet the definition of corruption, the conduct does not necessarily represent a breach of the law."</p> <p>Some examples of corrupt conduct include, but are not limited to:</p> <ul style="list-style-type: none"> • Bribery • Fraud • Theft • Obtaining or offering secret commissions • Fraudulently obtaining or retaining employment or appointment as a public official • Collusive tendering • Defrauding the public revenue • Voting on a development matter in which the Councillor has an undisclosed financial interest • Selling confidential information • Election fraud
Bribery	<p>Offering, promising, giving, accepting or soliciting of an undue advantage of any value (which could be financial or non-financial), directly or indirectly, and irrespective of location(s), in violation of applicable law, as an inducement or reward for a person acting or refraining from acting in relation to the performance of that person's duties".</p> <p>(Australian Standard AS8001-2021 Fraud and Corruption Control)</p>
Business associate	<p>External party with whom the organization has, or plans to establish, some form of business relationship.</p> <p>A business associate includes but is not limited to clients, customers, joint ventures, joint venture partners, consortium partners, outsourcing providers, contractors, consultants, sub-contractors, suppliers, vendors, advisors, agents, distributors, representatives, intermediaries and investors. This definition is deliberately broad and should be interpreted in line with the bribery risk profile of the organization to apply to business associates which can reasonably expose the organization to bribery risks.</p> <p>(Australian Standard AS8001-2021 Fraud and Corruption Control)</p>
Council official	Includes Councillors, members of Council staff, administrators, Council Committee members, conduct reviewers and delegates of Council (including but not limited to volunteers and contractors).
ICAC	NSW Independent Commission Against Corruption

POL100 – Fraud and Corruption Control Policy

Term	Definition
	An agency set up by the NSW Government under the ICAC Act 1988 with legislative powers to investigate allegation of fraud and corruption in the NSW Public Service and Public Authorities, including Local Councils in NSW
Risk	The effect of uncertainty on objectives (Australian Standard ISO31000-2018 – Risk Management)

Revision History

Revision number	Council resolution	Council meeting date
1	Res No: 07/367.4	24 September 2007
2	Res No: 09/077	27 July 2009
3	Res No: 13/224.1	26 August 2013
4	Res No: 14/351	15 December 2014
5	Res No: 17/161	22 May 2017
6	Res No: 17/279	28 August 2017
7	General Manager Approval under delegated authority	28 September 2020
8		

RP-13 RESPONSES TO QUESTIONS WITH NOTICE**Author:** Scott Gray

Summary: This report is to provide responses to Questions with Notice raised by Councillors in accordance with the Code of Meeting Practice.

Recommendation

That Council receive and note the report.

Report

The following Questions with Notice were raised at the Ordinary Council Meeting on 22 August 2022.

Councillor R Foley requested a response from the Mayor or General Manager ARTC EIS from Minister Katherine King

Council staff are in the process of reviewing the EIS and are preparing a draft submission for discussion with Councillors.

Councillor D Hayes requested advice on action that Council can undertake to stop vehicles accessing Glenfield Oval via Pinaroo Drive to decrease ongoing damage and interference to the grounds and footpaths.

There is no legal access to Glenfield Oval from Pinaroo Drive for vehicles. Vehicles are using a pedestrian access ramp opposite Darri Street to mount the kerb as well as a driveway access to Aldi to cross the verge and footpath to travel across private property to the Oval.

Public access to the Oval is from Yentoo Drive, Woomera Place, Kamaroo Court, and a walkway in Walla Place. A 105-unit facility for seniors and people with a disability has been approved for development on the vacant block of land that should stop vehicles accessing the oval from Pinaroo Drive. In the meantime, Council will fill the drop-offs next to the footpath.

Financial Implications

N/A

Policy and Legislation

Wagga Wagga City Council Code of Meeting Practice

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We have leaders that represent us

Risk Management Issues for Council

N/A

Internal / External Consultation

N/A

RP-14 QUESTIONS WITH NOTICE**Author:** Scott Gray

Summary: | This report is to list questions with notice raised by Councillors in accordance with Council's Code of Meeting Practice.

Recommendation

That Council receive and note the report.

Report

No questions with notice were received prior to the meeting, in accordance with the Code of Meeting Practice.

Financial Implications

N/A

Policy and Legislation

Code of Meeting Practice

Link to Strategic Plan

Community leadership and collaboration

Objective: Our community is informed and actively engaged in decision making and problem-solving to shape the future of Wagga Wagga

Ensure our community feels heard and understood

Risk Management Issues for Council

N/A

Internal / External Consultation

N/A

COMMITTEE MINUTES

M-1 CONFIRMATION OF MINUTES AUDIT, RISK AND IMPROVEMENT COMMITTEE - 18 AUGUST 2022

Author: Ingrid Hensley
General Manager: Peter Thompson

Summary: The Audit, Risk and Improvement Committee (ARIC) is an advisory committee of Council. This Report seeks that Council endorse the recommendations made by the Committee at the meeting on 18 August 2022. Those recommendations relate to the role of the Committee in providing independent assurance and assistance to Council on financial reporting, risk management, internal controls, governance, and internal and external audit and accountability responsibilities.

Recommendation

That Council endorse the recommendations contained in the minutes of the Audit, Risk and Improvement Committee Meeting held on 18 August 2022.

Report

The minutes of the Audit, Risk and Improvement Committee Meeting held on 18 August 2022 are presented to Council for adoption.

Financial Implications

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

The Reports to the Committee considered financial implications as applicable to those individual matters. In particular, this included the 2021/22 Financial Statements – External Audit Interim Management Letter and Council Response.

Policy and Legislation

Audit, Risk and Improvement Committee Charter

Link to Strategic Plan

Community Leadership and Collaboration

Objective: We have strong leadership

Outcome: We are accountable and transparent

Risk Management Issues for Council

The Audit, Risk and Improvement Committee assists Council by monitoring its risk exposure and determining if management systems have appropriate risk management processes in place. At this meeting, the Committee considered the draft Fraud and Corruption Control Policy, Framework, Register and Action Plan.

Internal / External Consultation

The Chairperson's report on the Audit, Risk and Improvement Committee Meeting held on 18 August 2022 was provided to Councillors in Bulletin during the week commencing 5 September 2022.

Attachments

1.   Audit, Risk and Improvement Committee Minutes 18 August 2022

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 18 August 2022.

PRESENT

Mr Bryce McNair (Chairperson)
Mrs Carolyn Rosetta-Walsh
Ms Rachel Harris
Councillor Michael Henderson
Councillor Rod Kendall

IN ATTENDANCE

Mayor	Councillor Dallas Tout
General Manager	Peter Thompson
Chief Audit Executive	Kaushie Jaya
Chief Financial Officer	Carolyn Rodney
Manager Governance and Risk	Ingrid Hensley
Corporate Governance Coordinator	Nicole Johnson
Risk Management and Insurance Officer	Cathy Wade
NSW Audit Office, Director, Financial Audit	Lawrissa Chan
NSW Audit Office, Senior Auditor	Karthik Krishnamoorthy

The meeting of the Audit, Risk and Improvement Committee commenced at 8.01am.

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.

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 18 August 2022.

CONFIRMATION OF MINUTES

CM-1 AUDIT, RISK AND IMPROVEMENT COMMITTEE MINUTES

Recommendation:

On the Motion of Councillor M Henderson and C Rosetta-Walsh

That the Minutes of the proceedings of the Audit, Risk and Improvement Committee Meeting held on 26 May 2022 be confirmed as a true and accurate record, noting that the recommendations contained in the minutes of that meeting were endorsed by Council at its Ordinary Meeting on 27 June 2022.

CARRIED

DECLARATIONS OF INTEREST

No declarations of interest were received.

At this stage of the meeting the Chairperson, Mr Bryce McNair, moved forward consideration of RP-5.

REPORTS

RP-5 CAPITAL WORKS UPDATE

Recommendation:

On the Motion of Councillors R Kendall and M Henderson

The Audit, Risk and Improvement Committee notes this report's contents.

CARRIED

The General Manager Mr Peter Thompson entered the meeting at 8.15am.

RP-1 GENERAL MANAGER'S UPDATE

Recommendation:

On the Motion of R Harris and Councillor M Henderson

That the Audit, Risk and Improvement Committee receive and note the update provided by the General Manager including:

- **Resourcing and recruitment**
- **Flood preparation**
- **North Wagga Floodplain Risk Management Study and Plan**
- **Housing crisis**
- **Strategic Asset Management**

CARRIED

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 18 August 2022.

Senior Financial Accountant, Zac Wilson entered the meeting the time being 8.25am.

The Mayor, Councillor Dallas Tout vacated the meeting at 8.40am.

Investment Advisor (Imperium Markets), Michael Chandra entered the meeting the time being 8.42am.

Director Strategy & Projects, Phil McMurray entered the meeting the time being 8.50am.

NSW Audit Office, NSW Audit Office, Director, Financial Audit, Lawrissa Chan and Senior Auditor Karthik Krishnamoorthy entered the meeting 9.02am.

At this stage of the meeting the Chairperson, Mr Bryce McNair, moved forward consideration of RP-4 followed by RP-3.

RP-4 PRESENTATION FROM COUNCIL'S EXTERNAL INVESTMENT ADVISOR - IMPERIUM MARKETS***Recommendation:***

On the Motion of C Rosetta-Walsh and Councillor R Kendall

That the Audit, Risk and Improvement Committee receive and note the presentation from Council's independent investment advisor, Imperium Markets.

CARRIED

Chief Operating Officer, Scott Gray entered the meeting the time being 9.15am.

RP-3 INVESTMENT POLICY REVIEW - POL 075***Recommendation:***

On the Motion of B McNair and Councillor R Kendall

That the Audit, Risk and Improvement Committee:

- a note only minor changes are proposed to Investment Policy (POL 075)**
- b recommend Council adopt the reviewed Investment Policy (POL 075) noting the minor changes**

CARRIED

Michael Chandra vacated the meeting the time being 9.25am.

Director Infrastructure Services, Warren Faulkner entered the meeting the time being 9.26am.

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 18 August 2022.

RP-6 EXECUTIVE TEAM INTRODUCTION AND PRESENTATIONS***Recommendation:***

On the Motion of Councillor R Kendall and M Henderson

That the Audit, Risk and Improvement Committee note the presentations by Council's Executive Team.

CARRIED

Warren Faulkner and Phil McMurray vacated the meeting the time being 9.41am.

RP-2 WAGGA WAGGA CITY COUNCIL AND RIVERINA REGIONAL LIBRARY SEPARATION***Recommendation:***

On the Motion of C Rosetta-Walsh and B McNair

That the Audit, Risk and Improvement Committee:

- a note the report**
- b receive a further report on the outcome of the arbitration**

CARRIED

At this stage of the meeting the Chairperson, Mr Bryce McNair, moved forward consideration of RP-9.

RP-9 RIVERINA JOINT ORGANISATION STRUCTURE***Recommendation:***

On the Motion of Councillors M Henderson and R Kendall

That the Audit, Risk and Improvement Committee:

- a note the discussions which are occurring in relation to the Riverina Joint Organisation**
- b provide in principle support for Wagga Wagga City Council's Audit, Risk and Improvement Committee, including oversight of the internal audit activities of the Riverina Joint Organisation**
- c receive a further report if and when the member councils have made a decision in relation to the Riverina Joint Organisation**

CARRIED

Peter Thompson vacated the meeting the time being 10.10am.

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 18 August 2022.

RP-7 CONTRACT MANAGEMENT***Recommendation:***

On the Motion of B McNair and R Harris

That the Audit, Risk and Improvement Committee receive and note this report.

CARRIED

Scott Gray vacated the meeting the time being 10.13am.

RP-8 2021/22 FINANCIAL STATEMENTS - EXTERNAL AUDIT INTERIM MANAGEMENT LETTER AND COUNCIL RESPONSE***Recommendation:***

On the Motion of B McNair and R Harris

That the Audit, Risk and Improvement Committee

- a note the contents of the NSW Audit Office's Management Letter on the Interim Phase of the Audit including the Management Responses for the year ended 30 June 2022**
- b expressed concern at the repeated recommendations by the NSW Audit Office in relation to IT security and also added that the proposed timeframe (mid 2023 completion date) for meeting the recommendation for the agreed improvements is not acceptable, including as there are fraud risk factors that are present**

CARRIED

RP-10 PEOPLE & CULTURE UPDATE***Recommendation:***

On the Motion of C Rosetta-Walsh and R Harris

That the Audit, Risk and Improvement Committee receive and note the People & Culture update.

CARRIED

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 18 August 2022.

RP-11 ARIC ACTION REGISTERS (RESOLUTION REGISTER ARIC MEETINGS)***Recommendation:***

On the Motion of Councillors M Henderson and R Kendall

That the Audit, Risk and Improvement Committee receive and note the report.

CARRIED

RP-12 FRAUD AND CORRUPTION CONTROL POLICY, FRAMEWORK, REGISTER AND ACTION PLAN REVIEW***Recommendation:***

On the Motion of Councillor M Henderson and C Rosetta-Walsh

That the Audit, Risk and Improvement Committee endorse:

- a proposed amendments to the draft Fraud and Corruption Control Policy**
- b proposed amendments to the draft Fraud and Corruption Control Framework**
- c draft Fraud and Corruption Risk Register**
- d draft Fraud and Corruption Control Plan**

CARRIED

RP-13 INTERNAL AUDIT UPDATE***Recommendation:***

On the Motion of R Harris and Councillor M Henderson

That the Audit, Risk and Improvement Committee:

- a note the progress of the internal/external audits underway**
- b note the current resource arrangements for the Chief Audit Executive role**
- c note the circular from Office of Local Government on membership requirements for Audit Risk and Improvement Committees**

CARRIED

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 18 August 2022.**RP-14 INTERNAL AUDIT IMPROVEMENT INITIATIVES****Recommendation:**

On the Motion of R Harris and B McNair

That the Audit, Risk and Improvement Committee:

- a note the status of the Internal Audit recommendations for quarter 4 of 2021/22.
- b note the Internal Audit improvement initiatives pending supporting documentation to be closed in the IA improvements register.
- c approve the following requests for revision to audit action target dates

	Audit Recommendation Reference	Original Target Date	Request
1	IA 2018-19 - 4 Annual Maintenance & Renewal Program 3.6 - Council develop an asset maintenance and inspection policy and procedure 3.10 - Council review their condition assessment policies and procedures to ensure that Council is performing and assigning the correct condition assessment	 3.6 – 12/2020 3.10 - 30/06/2020	31/03/2023
2	IA 2018-19 - 4 Annual Maintenance & Renewal Program 3.3 - Council complete asset maintenance and renewal budgets for all areas based on asset condition data. 3.5 - development of formal maintenance schedules for assets. 3.9 - maintenance requirements for new assets, including gifted assets are included into the budgeting process.	 2021/2022 01/06/2020 2020/2021	31/03/2023
3	2020/21 AO NSW Interim Management letter Issue 2: Outdated Key Policies POL 023 - Commercial Advertising on Council Asset Policy	28/02/2022	30/10/2022

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 18 August 2022.

4	2020/21 AO NSW Interim Management letter Issue 3: IT policies and procedures The Council should implement formal policies and procedures to cover all critical IT processes.	30/06/2022	30/09/2022
5	IA2020-01 - WWCC Extractive Sites Review 3.1.4 - Rehabilitation of quarries Rehabilitation of quarries be assessed against the criteria in the Plan of Management and reported to WWCC on an annual basis.	31/01/2022	30/11/2022
6	IA2020-01 -WWCC Extractive Sites Review 3.2.2 - Erosion and sediment control POM design, monitoring and management.	30/06/2022	30/12/2022
7	IA2020-01 WWCC Extractive Sites Review 3.3 - Erosion and sediment control ongoing monitoring	30/06/2022	30/12/2022
8	IA2020-01 WWCC Extractive Sites Review 3.4 - Record Management	31/12/2021	28/10/2022
9	IA2021/22-03 Payroll and overtime 3.4.1 TOR for the working group will include developing a methodology to assess the use of regular or scheduled overtime	30/06/2022	31/12/2022
10	IA2021/22-02 Internal Audit on Remote Working 3.2.1 Data on roles to be performed remotely.	30/09/2022	31/12/2022

CARRIED

MINUTES of the AUDIT, RISK AND IMPROVEMENT COMMITTEE held on Thursday 18 August 2022.

RP-15 ANNUAL INTERNAL AUDIT PLAN 2022-23***Recommendation:***

On the Motion of Councillor R Kendall and C Rosetta-Walsh

That the Audit, Risk and Improvement Committee:

- a review the revised Annual Internal Audit Plan for 2022/2023 and recommend four audits to be carried out as a priority during the year**
- b review and endorse the revised Annual Internal Audit Plan for 2022/2023**
- c note a report on Project Management Methodology will be presented to the committee at the November 2022 meeting**
- d receive an out of session update on Internal Audit priorities**

CARRIED**RP-16 CORPORATE RISK REGISTER*****Recommendation:***

On the Motion of C Rosetta-Walsh and Councillor R Kendall

That the Audit, Risk and Improvement Committee:

- a note the progress of the review of the Strategic Risk Register**
- b receive an updated report at the next available Audit, Risk and Improvement Committee meeting**

CARRIED**RP-17 GOVERNANCE AND RISK UPDATE*****Recommendation:***

On the Motion of B McNair and Councillor M Henderson

That the Audit, Risk and Improvement Committee receive and note the report.**CARRIED****QUESTIONS WITH NOTICE**

No Questions with Notice were received.

The Audit, Risk and Improvement Committee rose at 11.09am.

CONFIDENTIAL REPORTS

CONF-1 COUNCIL NEWS: 2022/23

Author: Michael Casey

Director: Scott Gray

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 22 August 2022.

PRESENT

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

IN ATTENDANCE

General Manager	(Mr P Thompson)
Director Community	(Ms J Summerhayes)
Director Infrastructure Services	(Mr W Faulkner)
Director Strategy and Projects	(Mr P McMurray)
Director Regional Activation	(Mr J Sidgwick)
Associate Director Projects	(Mr S Darby)
Chief Financial Officer	(Mrs C Rodney)
Chief Operating Officer	(Mr S Gray)
Manager Commercial Businesses	(Mr R Graham)
Manager Community Services	(Ms M Scully)
Senior Strategic Planner	(Mrs C Atkinson)
Social Planning Coordinator	(Mrs S Lehman)
Cultural Officer	(Mrs L Reynolds)
Property Coordinator	(Mr M Dombrovski)
Strategic Asset Planner (Parks & Recreation)	(Mr B Creighton)
Temporary Parks & Recreation Support Officer	(Ms K Hofert)
Corporate Governance Coordinator	(Mrs N Johnson)
Communications & Engagement Officer	(Ms C Jones)
Governance Officer	(Ms K West)

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.

This is page 1 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022.**

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.

REFLECTION

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.

CONDOLENCE AND SYMPATHY – ROBERT (BOB) OSBORNE

The Mayor, Councillor Dallas Tout extended condolences and sympathy to the family and friends of the late Mr Robert (Bob) Osborne and recognised his significant contribution to the City during his time as a Councillor from 1980 to 1995.

APOLOGIES

No apologies were received.

LEAVE OF ABSENCE

22/ RESOLVED:

On the Motion of Councillors D Hayes and A Parkins

That Council grant Leave of Absence to the Mayor, Councillor Dallas Tout for the period 3 September 2022 to 25 September 2022 inclusive and Councillor Rod Kendall for 5 September 2022.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

This is page 2 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022.**

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022**.

CONFIRMATION OF MINUTES

CM-1 ORDINARY COUNCIL MEETING - 8 AUGUST 2022

22/260 RESOLVED:

On the Motion of Councillors G Davies and R Kendall

That the Minutes of the proceedings of the Ordinary Council Meeting held on 8 August 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 D Hayes declared a Significant Non-Pecuniary Interest in CONF-2 PROPOSED RENEWAL OF LEASES - 36-40 GURWOOD STREET, WAGGA WAGGA the reason being that his workplace and the tenant have a financial relationship and vacated the chamber during its consideration.

Councillor R Kendall declared a Pecuniary Interest in RP-3 PLANNING PROPOSAL (LEP21/0005) 77 GURWOOD STREET - ADDITIONAL PERMITTED USE the reason being he has an interest in a substantial nearby commercial property and vacated the chamber during its consideration.

Councillor R Kendall declared a Pecuniary Interest in RP-5 ADMINISTRATIVE CHANGES TO WAGGA WAGGA DEVELOPMENT CONTROL PLAN 2010 the reason being he has an interest in several properties affected by these changes and vacated the chamber during its consideration.

Councillor M Henderson declared a Significant Non-Pecuniary Interest in CONF-1 CONF-1 RFT2023-07 CONCRETE WORKS AT THE LIVESTOCK MARKETING CENTRE SHEEP YARDS DESIGN AND CONSTRUCT the reason being that his business conducts works for one of the tenderers and vacated the chamber during its consideration.

This is page 3 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 August 2022.

Councillor T Koschel declared a Significant Non-Pecuniary Interest in RP-12 MORTIMER PLACE PETITION the reason being that subject of the petition, relates to a business which is a competitor to his families business and vacated in the chamber during its consideration.

Councillor T Koschel declared a Significant Non-Pecuniary Interest in RP-14 FINANCIAL PERFORMANCE REPORT AS AT 31 JULY 2022 FINANCIAL PERFORMANCE REPORT AS AT 31 JULY 2022 the reason being that his employer is named in the report and remained in the chamber during its consideration.

Councillor A Parkins declared a Significant Non-Pecuniary Interest in RP-14 FINANCIAL PERFORMANCE REPORT AS AT 31 JULY 2022 FINANCIAL PERFORMANCE REPORT AS AT 31 JULY 2022 the reason being that her employer is named in the report and vacated the chamber during its consideration.

PROCEDURAL MOTION - ENGLOBO

22/261 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

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

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

That RP-2, RP-6, RP-9, RP-10, RP-15, RP-16, M-1 and M-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

This is page 4 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022.**

PUBLIC DISCUSSION FORUM

RP-1 FINAL PEER REVIEW OF THE 2018 WAGGA WAGGA FLOODPLAIN RISK MANAGEMENT STUDY & PLAN

- Michael Friend - Speaking in against the Report
- Fiona Ziff - Speaking in against the Report

RP-4 PLANNING PROPOSAL (LEP21/0006) 7066 HOLBROOK ROAD, ROWAN - AMENDMENT TO LAND ZONING, MINIMUM LOT SIZE AND URBAN RELEASE AREA PROVISIONS OF THE WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN 2010

- Lisa Vidler - Speaking against the Report – via Zoom
- Paul Thompson – Speaking in favour of the Report

PROCEDURAL MOTION - CHANGE OF STANDING ORDERS

22/262 RESOLVED:

On the Motion of Councillors D Hayes and J McKinnon

That Council bring forward consideration of RP-1 FINAL PEER REVIEW OF THE 2018 WAGGA WAGGA FLOODPLAIN RISK MANAGEMENT STUDY & PLAN and RP-4 PLANNING PROPOSAL (LEP21/0006) 7066 HOLBROOK ROAD, ROWAN - AMENDMENT TO LAND ZONING, MINIMUM LOT SIZE AND URBAN RELEASE AREA PROVISIONS OF THE WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN 2010 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

This is page 5 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022.**

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 August 2022.

RP-1 FINAL PEER REVIEW OF THE 2018 WAGGA WAGGA FLOODPLAIN RISK MANAGEMENT STUDY & PLAN

22/263 RESOLVED:

On the Motion of Councillors D Hayes and A Parkins

That Council:

- a accept the final Peer Review of the 2018 Floodplain Risk Management Study and Plan (FRMS&P)**
- b note the outcome of the final Peer Review shows there were no findings which would materially change the outcomes of the 2018 FRMS&P**
- c endorse the inclusion of the final Peer Review as an addendum to the 2018 FRMS&P**
- d recommence the Feasibility Study for Flood Mitigation Options for North Wagga and Surrounding Floodplain Area as it was previously constituted, incorporating a thorough communication and consultation process**
- e note the recommendation in M-1 regarding the establishment of process for appointment, terms of membership and termination for co-opted members of the Floodplain Risk Management Advisory Committee**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

T Koschel

This is page 6 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022**.

RP-4 PLANNING PROPOSAL (LEP21/0006) 7066 HOLBROOK ROAD, ROWAN - AMENDMENT TO LAND ZONING, MINIMUM LOT SIZE AND URBAN RELEASE AREA PROVISIONS OF THE WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN 2010

22/264 RESOLVED:

On the Motion of Councillors D Hayes and J McKinnon

That Council:

- a provide in principle support for planning proposal LEP21/0006 to amend the Wagga Wagga Local Environmental Plan 2010 land zoning, minimum lot size and urban release area provisions**
- b prepare an addendum to the application to address statutory requirements and site-specific matters**
- c request the proponent prepare and submit a biodiversity development assessment report, which includes offsets and impacts on future public land**
- d prepare an amendment to the Wagga Wagga Development Control Plan that covers LEP21/0001 and LEP21/0006 to demonstrate high-level structure planning and incorporate site-specific controls**
- e continue preparations of a contribution framework to fund identified infrastructure upgrades for the Southern Growth Area**
- f require a further report to be prepared seeking endorsement to submit the planning proposal for Gateway Determination once the information identified in (b) above is received and items (c) and (d) are completed**
- g prepare a high-level structure plan for the remaining growth area and infill corridor to coordinate development outcomes across both urban releases**
- h not consider any planning proposals within this area until this structure planning is complete**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

This is page 7 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 August 2022.

MAYORAL MINUTE

MM-1 MAYORAL MINUTE - 2022 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - MOTIONS

22/265 RESOLVED:

On the Motion of the Mayor, Councillor D Tout

That Council :

- a endorse submitting motions to the conference as outlined in the report**
- b alter the proposed Motion "Review - Rights for tenants" as follows:**

That LGNSW advocates to the NSW Government and opposition to review and improve rights for tenants with the view to best serve both tenants and landlords.

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

MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

NOM-1 NOTICE OF MOTION – ROADSIDE VERGE GARDENS

22/266 RESOLVED:

On the Motion of Councillors R Foley and G Davies

That Council receive a report detailing:

- a relevant information specific to this concept already in operation in several other LGA's across Australia**
- b options for allowing community members to develop and construct roadside verge gardens**

CARRIED

This is page 8 of the MINUTES of the ORDINARY MEETING OF COUNCIL of the Council of the CITY OF WAGGA WAGGA held on 22 AUGUST 2022.

.....MAYORGENERAL MANAGER

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 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 - Final Peer Review of the 2018 Wagga Wagga Floodplain Risk Management Study & Plan was moved forward to follow the Public Discussion Session.

RP-2 PLANNING PROPOSAL (LEP21/0004) CLEEK STREET, CURRAWARANA - AMENDMENT TO MINIMUM LOT SIZE OF THE WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN 2010

22/267 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a note the results of the public exhibition for planning proposal LEP21/0004**
- b adopt planning proposal LEP21/0004 to amend the Wagga Wagga Local Environmental Plan 2010; and**
- c gazette the plan and notify landowners, submitters and the NSW Department of Planning and Environment of the decision**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

This is page 9 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022.**

**RP-3 PLANNING PROPOSAL (LEP21/0005) 77 GURWOOD STREET -
ADDITIONAL PERMITTED USE**

Councillor R Kendall declared and Pecuniary Interest and vacated the Chamber the time being 7.24pm.

22/268 RESOLVED:

On the Motion of Councillors D Hayes and R Foley

That Council:

- a note the results of the public exhibition for planning proposal LEP21/0005**
- b adopt planning proposal LEP21/0005 (as exhibited) to amend Wagga Wagga Local Environmental Plan 2010**
- c gazette the plan and notify landowners and NSW Department of Planning and Environment of the decision**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

RP-4 - PLANNING PROPOSAL (LEP21/0006) 7066 HOLBROOK ROAD, ROWAN - AMENDMENT TO LAND ZONING, MINIMUM LOT SIZE AND URBAN RELEASE AREA PROVISIONS OF THE WAGGA WAGGA LOCAL ENVIRONMENTAL PLAN 2010 was moved forward to follow the Public Discussion Session.

This is page 10 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022.**

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022.**

RP-5 ADMINISTRATIVE CHANGES TO WAGGA WAGGA DEVELOPMENT CONTROL PLAN 2010

Councillor R Kendall declared and Pecuniary Interest and vacated the Chamber the time being 7.24pm.

22/269 RESOLVED:

On the Motion of Councillors D Hayes and A Parkins

That Council:

- a support the administrative amendments to the Wagga Wagga Development Control Plan 2010**
- b endorse the amendments as administrative only, not requiring public exhibition**
- c adopt the proposed changes to Section 10, Business Development to be effective from 14 days of the changes are notified**
- d adopt the repeal of Section 13, Bomen Urban Release Area to be effective upon commencement of the State Environmental Planning Policy (Precincts – Regional) 2021, Schedule 1A Wagga Wagga Activation Precinct and 14 days from when the changes are notified**
- e adopt the changes to Environmental Zones references throughout the Wagga Wagga Development Control Plan 2010 and notify the amendments to be effective 14 days from the notice being provided**
- f adopt the changes to references to employment zones upon commencement of the Employment Zone reforms and notify the amendments to be effective 14 days from the notice being provided**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

Councillor R Kendall re-entered the Chamber the time being 7.25pm.

This is page 11 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022.**

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 August 2022.

RP-6 UPDATE TO FEES AND CHARGES TO REFLECT AMENDED PLANNING PROPOSAL GUIDELINES

22/270 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a** place the following new fees and charges on public exhibition for a period from 23 August 2022 to 20 September 2022 (28 days):

Item No.	Fee Name	Pricing Policy ID	Year 21/22 Fee	Fee	Year 22/23 GST	Total Fee	GST	Basis
Basic LEP Application								
NEW	Scoping Proposal	E	NEW	\$5,000	\$0.00	\$5,000	N	Each
NEW	Preparation/processing of planning proposal	E	NEW	\$5,000	\$0.00	\$5,000	N	Each
NEW	Requires DCP amendment	E	NEW	\$2,500	\$0.00	\$2,500	N	Each
Standard LEP Application								
NEW	Scoping Proposal	E	NEW	\$5,000	\$0.00	\$5,000	N	Each
0878	Lodgement	E	\$8,000	\$5,200	\$0.00	\$5,200	N	Each
0879	Preparation/processing of planning proposal	E	\$8,000	\$6,200	\$0.00	\$6,200	N	Each
0880	Requires DCP amendment	E	\$8,000	\$8,200	\$0.00	\$8,200	N	Each
Complex LEP Application								
NEW	Scoping Proposal	E	NEW	\$5,000	\$0.00	\$5,000	N	Each
0881	Lodgement	E	\$23,000	\$20,575	\$0.00	\$20,575	N	Each
0882	Preparation/processing of planning proposal	E	\$23,000	\$21,575	\$0.00	\$21,575	N	Each
0883	Requires DCP amendment	E	\$23,000	\$23,575	\$0.00	\$23,575	N	Each

- b** invite public submissions on the proposed new fees and charges until 20 September 2022.

- c** receive a further report following the public exhibition period:

- i** addressing any submissions made in respect of the proposed new fees
- ii** proposing adoption of the new fees and charges unless there are any recommended amendments that will require a further public exhibition period

CARRIED

This is page 12 of the MINUTES of the ORDINARY MEETING OF COUNCIL of the Council of the CITY OF WAGGA WAGGA held on 22 AUGUST 2022.

.....MAYORGENERAL MANAGER

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022**.

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

RP-7 RESPONSE TO NOTICE OF MOTION - SHADE SAILS OVER PLAYGROUNDS

A Motion was moved by Councillors G Davies and M Henderson

That Council:

- a note the results of the playground shade protection audit
- b endorse the planting of 4 advanced trees at each playground within the Local Government Area
- c set as a benchmark a minimum of 40% of the playground area shaded at each playground in the Local Government Area
- d endorse staff applying for grant funding to install shade sails at an additional 26 playgrounds
- e allocate funding each financial year for the installation of two shade sails per year over Local Major, Suburban or Regional playgrounds which do not have 40% shade coverage
- f approve the budget variation/s as detailed in the Financial Implication section of the report, with an additional allocation of \$71,328 in the 2022/23 financial year for the installation of two shade sails

An AMENDMENT was moved by Councillors D Hayes and A Parkins

That Council:

- a note the results of the playground shade protection audit
- b endorse the planting of 4 advanced trees at each playground within the Local Government Area
- c set as a benchmark a minimum of 40% of the playground area shaded at each playground in the Local Government Area
- d endorse staff applying for grant funding to install shade infrastructure at an additional 26 playgrounds

This is page 13 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022**.

- e approve the budget variation/s as detailed in the Financial Implication section of the report

Councillor R Kendall signalled a FORESHADOWED AMENDMENT to the Mayor.

The AMENDMENT on being put to the meeting was LOST.

RECORD OF VOTING ON THE AMENDMENT

For the Amendment

D Tout
D Hayes
A Parkins

Against the Amendment

G Davies
M Henderson
R Foley
R Kendall
T Koschel
J McKinnon

An AMENDMENT was moved of Councillors R Kendall and D Hayes

That Council:

- a note the results of the playground shade protection audit
- b endorse the planting of 4 advanced trees at each playground within the Local Government Area
- c set as a benchmark a minimum of 40% of the playground area shaded at each playground in the Local Government Area
- d endorse staff applying for grant funding to install shade infrastructure at an additional 26 playgrounds
- e allocate funding for the next six (6) financial years inclusive of 22/23 financial year for the installation of two shade sails per year over Local Major, Suburban or Regional playgrounds which do not have 40% shade coverage
- f approve the budget variation/s as detailed in the Financial Implication section of the report, with an additional allocation of \$71,328 in the 2022/23 financial year for the installation of two shade sail and confirm the funding source in the Finance Report at the 19 September 2022 Council Meeting

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

RECORD OF VOTING ON THE AMENDMENT

For the Amendment

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

Against the Amendment

T Koschel

This is page 14 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022**.

22/271 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a **note the results of the playground shade protection audit**
- b **endorse the planting of 4 advanced trees at each playground within the Local Government Area**
- c **set as a benchmark a minimum of 40% of the playground area shaded at each playground in the Local Government Area**
- d **endorse staff applying for grant funding to install shade infrastructure at an additional 26 playgrounds**
- e **allocate funding for the next six (6) financial years inclusive of 22/23 financial year for the installation of two shade sails per year over Local Major, Suburban or Regional playgrounds which do not have 40% shade coverage**
- f **approve the budget variation/s as detailed in the Financial Implication section of the report, with an additional allocation of \$71,328 in the 2022/23 financial year for the installation of two shade sail and confirm the funding source in the Finance Report at the 19 September 2022 Council Meeting**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

This is page 15 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022**.

RP-8 RESUABLE CLOTH NAPPY AND MENSTRUAL PRODUCT REBATE TRIAL

22/272 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council:

- a continue the Nappy and Menstrual product rebate scheme trial for the 2022/23 and 2023/24 financial year from 1 Sept 2022 to 30 June 2024**
- b undertake promotion via website, council news and social media**
- c offer a rebate of 50% of the purchase price of up to a maximum rebate of \$100 per child for Nappies**
- d offer a rebate of 50% of the purchase price of up to a maximum rebate of \$50 per person for Menstrual products**
- e that the rebate only be applied within the existing budget on a first in basis**
- f begin a review of the program in February 2024 for the purposes of council continuing, changing or ending the trial by the end of June 2024**
- g approve the budget variation/s as detailed in the Financial Implications section of the report with the addition of \$30,000 from the Waste Management Reserve for the 2023/24 year**
- h receive a further report to extend the trial to include reusable incontinence underwear**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

This is page 16 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022.**

RP-9 REVISED PUBLIC ART PLAN 2022-2026

22/273 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a receive and note the submissions received during the exhibition period**
- b adopt the revised Public Art Plan 2022-2026 with the recommended changes as detailed in 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

RP-10 REVISED COMMUNITY SAFETY ACTION PLAN 2022 - 2026

22/274 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a note that there were no public submissions received during the exhibition period for Community Safety Action Plan 2022 - 2026**
- b adopt the Community Safety Action Plan 2022 - 2026**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

This is page 17 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022.**

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022**.

RP-11 REVISED ALL ABILITIES INCLUSION ACTION PLAN 2022 - 2026

22/275 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council:

- a note that there were no public submissions received during the exhibition period for the draft All Abilities Inclusion Action Plan 2022 – 2026**
- b adopt the All Abilities Inclusion Action Plan 2022 - 2026**

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-12 MORTIMER PLACE PETITION

Councillor T Koschel declared and Significant Non-Pecuniary Interest and vacated the Chamber the time being 8.25pm.

22/276 RESOLVED:

On the Motion of Councillors R Foley and D Hayes

That Council:

- a receive and note the petition**
- b refer the matter to a Councillor Workshop in September to consider the issue**
- c receive a further report at its Ordinary Meeting on 7 November 2022 for determination**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson

Against the Motion

This is page 18 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022.**

R Foley
R Kendall
J McKinnon
A Parkins

Councillor T Koschel re-entered the Chamber the time being 8.29pm.

RP-13 CHILDREN'S CROSSING - WILLIAM STREET NORTH WAGGA WAGGA

22/277 RESOLVED:

On the Motion of Councillors D Hayes and J McKinnon

That Council:

- a receive the report**
- b not upgrade the children crossing in William Street adjacent to the North Wagga Public School to a pedestrian (zebra) crossing at this stage**
- c note that Transport for NSW has developed a draft document titled "Pedestrian crossings - A best practice guideline for local governments" to provide guidance for Local Governments who choose to develop their own pedestrian crossing policy**
- d receive a further report for a Pedestrian Crossings Policy following the finalisation of the draft Transport for NSW 'Pedestrian crossings - A best practice guideline for local governments' document**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

This is page 19 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022.**

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 August 2022.

RP-14 FINANCIAL PERFORMANCE REPORT AS AT 31 JULY 2022

Councillor A Parkins declared and Significant Non-Pecuniary Interest and vacated the Chamber, the time being 8:33pm.

22/278 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a approve the proposed 2022/23 budget variations for the month ended 31 July 2022 and note the balanced budget position as presented in this report**
- b approve the proposed budget variations to the 2022/23 Long Term Financial Plan Capital Works Program including future year timing adjustments and new projects**
- c note the Responsible Accounting Officer's reports, in accordance with the Local Government (General) Regulation 2005 (Part 9 Division 3: Clause 203) that the financial position of Council is satisfactory having regard to the original estimates of income and expenditure and the recommendations made above**
- d note the details of the external investments as at 31 July 2022 in accordance with section 625 of the Local Government Act 1993**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

Councillor A Parkins re-entered the Chamber the time being 8.37pm.

This is page 20 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022**.

RP-15 RESOLUTIONS AND NOTICES OF MOTIONS REGISTERS

22/279 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council receive and note the following registers:

- a Active Resolutions as at 16 August 2022**
- b Active Notice of Motions as at 16 August 2022**
- c Resolutions including Notice of Motions completed from 20 June 2022 to 16 August 2022**

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-16 RESPONSES TO QUESTIONS WITH NOTICE

22/280 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council receive and note the report.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

This is page 21 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 August 2022.

RP-17 QUESTIONS WITH NOTICE

22/281 RESOLVED:

On the Motion of Councillors D Hayes and R Kendall

That Council receive and note the report.

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

COMMITTEE MINUTES

**M-1 FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE
MINUTES MEETING 7 JULY 2022**

22/282 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a receive the minutes of the Floodplain Risk Management Advisory Committee Meeting held on 7 July 2022**
- b receive a further report on the process of appointment, terms of membership and termination for co-opted members**
- c note separate report (RP-1) on the Peer Review of the 2018 Floodplain Risk Management Study and Plan (FRMSP)**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

D Tout
G Davies
D Hayes
M Henderson
R Foley

Against the Motion

This is page 22 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022**.

R Kendall
T Koschel
J McKinnon
A Parkins

M-2 LOCAL TRAFFIC COMMITTEE MEETING - 27 JULY 2022

22/283 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a receive the minutes of the Local Traffic Committee Meeting held on 27 July 2022**
- b install STOP signs and associated STOP lines utilising R1-1 series signs on**
 - i. The southern end of Bardo Lane at the intersection of Morgan Street facing southbound traffic and prior to the footpath**
 - ii. The northern end of Bardo Lane at the intersection of Forsyth Street facing northbound traffic and prior to the footpath**
- c note the Traffic Committees advice not to approve changes to the Children's Crossing located on William Street, North Wagga Wagga that would involve the installation of a Pedestrian Crossing**
- d install two (2) Mobility Parking Spaces on southern kerb of Johnston Street, east of the intersection of Church Street as per the attached diagram**
- e endorse Transport for NSW's installation of regulatory signs and lines at the intersection of Murray Street and Edward Street as per Transport for NSW plans DS2019/001186 Sheets RF-0720 to RF0722 dated 7 June 2022 noting the installation is in accordance with the Transport for NSW delineation manual, the Transport for NSW Guide to Signposting and the Australian Standard 1742 series of manuals for uniform traffic control**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

This is page 23 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022**.

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

MINUTES of the ORDINARY MEETING OF COUNCIL held on Monday 22 August 2022.

CLOSED COUNCIL

22/284 RESOLVED:

On the Motion of Councillors G Davies and R Foley

That the Council now resolve itself into a Closed Council, the time being 8.39pm.

CARRIED

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

CONFIDENTIAL REPORTS

CONF-1 RFT2023-07 CONCRETE WORKS AT THE LIVESTOCK MARKETING CENTRE SHEEP YARDS DESIGN AND CONSTRUCT

Councillor M Henderson declared and Significant Non-Pecuniary Interest and vacated the Chamber the time being 8.40pm.

22/285 RESOLVED:

On the Motion of Councillors R Kendall and D Hayes

That Council:

- a accept the Tender offer of Excell Gray Bruni Pty Ltd (ABN: 32 007 387 546) for the Concrete Works at the Livestock Marketing Centre Sheep Yards for the lump sum amount of \$1,943,000.00 excluding GST**
- b authorise the General Manager or their delegate to enter a Contract with Excell Gray Bruni Pty Ltd (ABN: 32 007 387 546) for the Concrete Works at the Livestock Marketing Centre Sheep Yards for the lump sum amount of \$1,943,000.00 excluding GST**
- 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

R Foley

R Kendall

T Koschel

J McKinnon

A Parkins

Against the Motion

This is page 24 of the MINUTES of the ORDINARY MEETING OF COUNCIL of the Council of the CITY OF WAGGA WAGGA held on 22 AUGUST 2022.

.....MAYORGENERAL MANAGER

MINUTES of the **ORDINARY MEETING OF COUNCIL** held on **Monday 22 August 2022.**

Councillor M Henderson re-entered the Chamber the time being 8.40pm.

CONF-2 PROPOSED RENEWAL OF LEASES - 36-40 GURWOOD STREET, WAGGA WAGGA

Councillor D Hayes declared and Significant Non-Pecuniary Interest and vacated the Chamber the time being 8.41pm.

22/286 RESOLVED:

On the Motion of Councillors J McKinnon and A Parkins

That Council:

- a authorise the General Manager or delegate to negotiate entry into a Lease with Relationships Australia in accordance with the terms set out in this report**
- b authorise the General Manager or delegate to negotiate entry into a Lease with Mission Australia in accordance with the terms set out in this report**
- c authorise the affixing of Council's common seal to any relevant documents as required**

CARRIED

RECORD OF VOTING ON THE MOTION

For the Motion

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

Against the Motion

Councillor D Hayes re-entered the Chamber the time being 8.42pm.

REVERSION TO OPEN COUNCIL

Recommendation

That this meeting of the Closed Council revert to an open meeting of the Council, the time being 8.58pm.

THIS COMPLETED THE BUSINESS OF THE COUNCIL MEETING WHICH ROSE AT 9.00pm.

.....
MAYOR

This is page 25 of the **MINUTES** of the **ORDINARY MEETING OF COUNCIL** of the Council of the **CITY OF WAGGA WAGGA** held on **22 AUGUST 2022.**

.....MAYORGENERAL MANAGER