

8 May 2019

Dear Councillors and Committee Members,

You are kindly requested to attend the **Finance Committee Meeting** of Wingecarribee Shire Council to be held in **Council Chambers, Civic Centre, Elizabeth Street, Moss Vale** on **Wednesday 15 May 2019** commencing at **9:00am**.

Yours faithfully

Barry W Paull
Deputy General Manager Operations, Finance & Risk

DISTRIBUTION:

Councillors

Mayor Cllr T D Gair (Chair)
Cllr G J Andrews
Cllr K J Halstead
Cllr G McLaughlin
Cllr G Markwart
Cllr P W Nelson
Cllr I M Scandrett
Cllr G M Turland
Cllr L A C Whipper

Staff

General Manager
Deputy General Manager Operations, Finance and Risk
Deputy General Manager Corporate, Strategy and
Development Services
Chief Financial Officer
Group Manager Corporate and Community
Group Manager Assets and Project Delivery
Group Manager Infrastructure Services
Deputy Chief Financial Officer
Management Accountant
Administration Assistant

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Business

1. OPENING OF THE MEETING

2. ACKNOWLEDGEMENT OF COUNTRY

3. APOLOGIES

Nil

4. ADOPTION OF MINUTES OF PREVIOUS MEETING

Finance Committee Meeting held on 27 February 2019

5. BUSINESS ARISING FROM THE MINUTES

6. DECLARATIONS OF INTEREST

7. AGENDA REPORTS

7.1	Budget Review - 31 March 2019	5
7.2	Quarterly Operational Plan 2018/19 Progress Report, 1 January to 31 March 2019.....	10
7.3	Farmland Rating - Rate Deferral Initiative	25

8. CLOSED COUNCIL

Nil

9. DATE OF NEXT MEETING

10. MEETING CLOSURE

Our Mission, Our Vision, Our Values

OUR MISSION

To create and nurture a vibrant and diverse community growing and working in harmony with our urban, agricultural and natural environments

OUR VISION

Leadership: *'An innovative and effective organisation with strong leadership'*

People: *'A vibrant and diverse community living harmoniously, supported by innovative services and effective communication with Council'*

Places: *'Places that are safe, maintained, accessible, sympathetic to the built and natural environment, that supports the needs of the community'*

Environment: *'A community that values and protects the natural environment enhancing its health and diversity'*

Economy: *'A strong local economy that encourages and provides employment, business opportunities and tourism'*

OUR VALUES

Integrity, trust and respect

Responsibility and accountability

Communication and teamwork

Service quality

Acknowledgement of Country

I would like to acknowledge the Traditional Custodians of this land and pay my respect to Elders both past and present. I would also like to extend that respect to all Aboriginal and Torres Strait Islanders present here today.

Apologies

Adoption of Minutes of Previous Meeting

Business Arising

Declarations of Interest

The provisions of Chapter 14 of the *Local Government Act 1993* regulate the way in which Councillors, Committee Members and nominated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public trust.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest and the reasons for declaring such interest must be disclosed as soon as practicable after the start of the meeting.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussions or voting on that matter and further require that the member vacate the Chamber.

Council's Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

Where necessary any Councillor, Committee Member and nominated staff of Council should disclose any interest and the reason for declaring such interest in the matters under consideration at this meeting.

Councillors and Committee Members are requested to complete the appropriate form to be handed up at the Meeting.

7 AGENDA REPORTS

7.1 Budget Review - 31 March 2019

Reference:	2120/18
Report Author:	Management Accountant
Authoriser:	Chief Financial Officer
Link to Community Strategic Plan:	Effective financial and asset management ensure Council's long term sustainability

PURPOSE

The purpose of this report is to inform Council of the results of the budget review undertaken for the period ending 31 March 2019 and to seek approval to make the necessary adjustments to the 2018/19 budget.

The Quarterly Review of the Budget is reported to Council at the end of each quarter in accordance with Section 203 of the *Local Government (General) Regulation 2005*.

RECOMMENDATION

1. **THAT Council approve the budget variations reported at the March Quarterly Review as listed in Attachment 1 to the report.**
2. **THAT Council note the projected position for the 2018/19 Financial Year remains a balanced budget.**

REPORT

BACKGROUND

At its meeting 13 June 2018 Council adopted the 2018/19 Operational Plan, Budget and Revenue Policy (MN 220/18). The 2018/19 Original Budget was adopted by Council as a balanced budget.

This report presents the recommended adjustments which have been submitted by Council Officers for the third quarter of the 2018/19 financial year.

MAIN REPORT

Taking into consideration all adjustments requested as part of the March Quarterly Review, the projected budget result for the 2018/19 financial year remains a balanced budget.

PROPOSED BUDGET VARIATIONS

Proposed budget variations (Greater than \$15,000) which have been submitted as part of the March Quarterly Review are shown in the table below:

March Review - Proposed Variations	2018/19
2018/19 Original Budget	Balanced
Income Adjustments	
Water Fund Reserve Loan Payout – increase in income	\$1,740,650
Natural Disaster March 2017 – increase in income	\$300,000
Water Fund Reserve Kirkham Rd – increase in income	\$243,000
Development Services – increase in income	\$100,000
Development Services Legal fee recovery – increase in income	\$55,000
Southern Phone Dividend – increase in income	\$52,457
Stephen's Park insurance claim – decrease in income	(\$42,000)
Total Budget Variations – Income	\$2,449,107
Expenditure Adjustments	
Water fund loan payout – increase in expense	\$1,740,650
Development Services employment – decrease in expense	(\$350,000)
Development Services contractors – increase in expense	\$325,000
Vandenbergh Rd storm damage – increase in expense	\$300,000
Kirkham Rd water main renewal – increase in expense	\$243,000
Development Services legal expenses – increase in expense	\$180,000
Workers Compensation premium – decrease in expense	(\$85,000)
Organisational Development advertising – increase in expense	\$60,000
Staff Wellbeing Survey – increase in expense	\$45,000
Executive Program expenses – decrease in expense	(\$20,000)
Other minor adjustments – increase in expense	\$10,457
Total Budget Variations - Expenditure	\$2,449,107
Projected 2018/19 Budget result as at 31 March 2019	Balanced

Further commentary on variations to the budget is provided in **Attachment 1**.

There are a number of proposed adjustments to Council's adopted Capital Works Program. These adjustments have been included in Council's Quarterly Budget Review Statement and comments have been provided.

AGENDA FOR THE FINANCE COMMITTEE MEETING

Wednesday 15 May 2019

AGENDA REPORTS



SOUTHERN REGIONAL LIVESTOCK EXCHANGE (SRLX)

A copy of the financial report for the Southern Regional Livestock Exchange is provided in **Attachment 2**. As part of this review, no adjustments have been submitted by SRLX Management.

PROPOSED EXPENDITURE REVOTES

As part of the March Review of the 2018/19 Budget, Managers were requested to nominate those projects which will not be completed (or not yet commenced) by 30 June 2019. This is to ensure Council is able to frame a realistic Budget for the 2019/20 financial year and to ensure that sufficient resources are available to deliver works.

There were no revotes identified at the end of the March 2019 Quarter.

COUNCILLOR CONTINGENCY FUND

The uncommitted balance of the contingency fund for the 2018/19 financial year as at 31 March 2019 is \$18,235. Funds have been allocated to the following groups during 2018/19:

Contingency Fund	2018/19
2018/19 Approved Budget	\$25,000
2017/18 Expenditure Revote	\$21,588
Total – 2018/19 Budget Available	\$46,588
MN 505/17 – Traffic arrangements Remembrance Day	\$4,356
MN 551/17 – Mental Health Week	\$5,000
MN 554/17 – Memorial Brass Plaque Vietnam Walk	\$750
MN 127/18 – The Bundanoon Club	\$5,000
MN 244/18 – Winterfest Bundanoon	\$365
MN 280/18 – Bundanoon Railway Sesquicentenary	\$1,574
MN 353/18 – PCYC Charity Golf Day	\$500
MN 354/18 – Triple Zero Challenge traffic control	\$2,178
MN 361/18 – Bowral Auxiliary Group	\$500
MN 389/18 – Cancer Council Relay for Life	\$4,000
MN 424/18 – Domestic Violence Forum Golf Day	\$2,000
MN 425/18 – DA Fees Uniting Church Mittagong	\$500
MN 548/18 – DA Fees Bundanoon Men's Shed	\$130
MN 22/19 – Moss Vale Buskers Battle	\$1,000
MN 53/19 – National Shire & SH Heavy Horse Show	\$500
Total Funds Allocated 2018/19	\$28,353
Uncommitted Balance – Contingency Fund	\$18,235



UNFUNDED INFRASTRUCTURE PRIORITIES LIST

The Unfunded Infrastructure Priorities List has been submitted to Council as part of the 2019/20 Operational Plan and Budget process. Once adopted, it will be presented as part of future quarterly reviews of the budget.

IMPACT ON COUNCIL'S FIT FOR THE FUTURE IMPROVEMENT PLAN

The projected result for the 2018/19 financial year will remain a balanced budget. As such there is no impact on Council's Fit for Future Improvement Plan.

CONSULTATION

Community Engagement

There was no Community Engagement undertaken.

Internal Consultation

Council's Executive and Managers

External Consultation

There was no External Consultation undertaken.

SUSTAINABILITY ASSESSMENT

- **Environment**

There are no environmental issues in relation to this report.

- **Social**

There are no social issues in relation to this report.

- **Broader Economic Implications**

There are no broader economic implications in relation to this report.

- **Culture**

There are no cultural issues in relation to this report.

- **Governance**

Council is required to approve the Quarterly Review of the budget within eight weeks of the end of the quarter in accordance with section 203 of the Local Government (General) Regulation 2005.

AGENDA FOR THE FINANCE COMMITTEE MEETING

Wednesday 15 May 2019

AGENDA REPORTS



COUNCIL BUDGET IMPLICATIONS

The budget adjustments listed in Attachment 1 will result in Council maintaining a balanced budget position.

RELATED COUNCIL POLICY

2018/19 Operational Plan and Budget

CONCLUSION

The March Review of the 2018/19 Budget has identified a number of adjustments within the Planning, Development and Regulatory Services branch. These adjustments have been fully offset by additional income due to increased development within the shire. The water fund loan of \$1.7 million, has been paid out, fully funded by the Augmentation reserve. This will result in recurrent savings in the Water Fund for the next five years..

ATTACHMENTS

1. Quarterly Budget Review Statement 2018/19 - *circulated under separate cover*
2. Southern Regional Livestock Exchange Quarterly Budget Review Statement March 2019 - *circulated under separate cover*

7.2 Quarterly Operational Plan 2018/19 Progress Report, 1 January to 31 March 2019

Reference:	501/2018
Report Author:	Internal Audit and Legal Support Officer
Authoriser:	Senior Governance Officer
Link to Community Strategic Plan:	An enhanced culture of positive leadership, accountability and ethical governance that guides well informed decisions to advance agreed community priorities

PURPOSE

This report provides an overview of Council's progress towards delivering its annual Operational Plan 2018/19.

RECOMMENDATION

THAT the Quarterly Progress Report on Operational Plan 2018/19, 1 January to 31 March 2019, be noted.

REPORT

BACKGROUND

The Operational Plan 2018/19 contains 218 projects, programs and activities (annual deliverables) across the five key themes from the Community Strategic Plan, *Wingecarribee 2031*, and demonstrates how Council will meet its commitments in the Delivery Program 2017-2021 during the financial year.

REPORT

The Quarterly Progress Report on Operational Plan 2018/19 for the March quarter (**Attachment 1**) is an exception report which provides the Finance Committee with an overview of the key achievements, areas which require future focus, and programs and projects that have been placed on hold during the reporting period.

At the end of March 2019, 88.1 percent of all annual deliverables were 'on track', 3.2 percent 'need attention', 6.4 percent were 'on hold' and 2.3 percent were 'delayed' due to external factors outside of Council's control. Further details are provided in **Attachment 1**.

IMPACT ON COUNCIL'S FIT FOR THE FUTURE IMPROVEMENT PLAN

There is no impact on Council's *Fit for the Future* Improvement Plan.



COMMUNICATION AND CONSULTATION

Community Engagement

Nil

Internal Communication and Consultation

Branch Managers

Executive

External Communication and Consultation

Nil

SUSTAINABILITY ASSESSMENT

- **Environment**

There are no environmental issues in relation to this report.

- **Social**

There are no social issues in relation to this report.

- **Broader Economic Implications**

There are no broader economic implications in relation to this report.

- **Culture**

There are no cultural issues in relation to this report.

- **Governance**

This exception report provides the Finance Committee with an overview of how Council is progressing towards achieving its commitment as outlined in the Operational Plan 2018/19, therefore enhancing organisational transparency and accountability.

COUNCIL BUDGET IMPLICATIONS

Nil

RELATED COUNCIL POLICY

Nil

OPTIONS

The option available to the Committee is to note this report.

AGENDA FOR THE FINANCE COMMITTEE MEETING

Wednesday 15 May 2019

AGENDA REPORTS



CONCLUSION

The Quarterly Progress Report on Operational Plan 2018/19 for the March quarter provides the Finance Committee with an overview of how Council is progressing towards achieving its commitment as outlined in the Operational Plan 2018/19. Overall, Council is progressing well to achieve the 218 annual deliverables for the 2018/19 financial year.

ATTACHMENTS

1. Quarterly Progress Report on Operational Plan 2018/19, January to March 2019



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Quarterly Progress Report Operational Plan 2018/19 For Council Finance Committee

1 January 2019 to 31 March 2019

7.2 Quarterly Operational Plan 2018/19 Progress Report, 1 January to 31 March 2019

ATTACHMENT 1 Quarterly Progress Report on Operational Plan 2018/19, January to March 2019



Contents

Operational Plan Progress - Summary	3
Operating Plan Progress - Highlights	4
Operating Plan Progress - Exceptions	7

7.2 Quarterly Operational Plan 2018/19 Progress Report, 1 January to 31 March 2019

ATTACHMENT 1 Quarterly Progress Report on Operational Plan 2018/19, January to March 2019



Operational Plan Progress - Summary

The following section provides an overview on Council's progress towards delivering its annual Operational Plan 2018-19. The Operational Plan contains 218 projects, programs and activities (annual deliverables) across the five key themes from Wingecarribee 2031 Community Strategic Plan. Table 1, below outlines how Council is tracking at the end of the March 2019 reporting period (six month period) to achieve the annual deliverables for each theme.

Table 1: below outlines how Council is tracking in the March quarter to achieve the annual deliverables for each Theme.

Progress Status					
W2031+ Theme	On-hold	Critical	Needs Attention	Delayed	On-Track
Leadership	6.3%	-	-	1.6%	92.1%
People	4.9%	-	-	-	95.1%
Places	3.6%	-	9.1%	7.3%	80%
Environment	2.6%	-	-	-	97.4%
Economy	25%	-	10%	-	65%
Total for all annual deliverables	6.4%	-	3.2%	2.3%	88.1%



Operating Plan Progress – Highlights 1 January to 31 March 2019

Significant progress highlights for the 1 January to 31 March 2019 reporting period are outlined below under the relevant Wingecarribee 2031 Community Strategic Plan theme:

Leadership

- Illegal tree removal in Braemar was successfully prosecuted in the Local Court with a \$15,000 penalty and \$10,000 in costs awarded.
- The re-designed issue of Wingecarribee Today saw a new look and feel for the March 2019 issue, with distribution to approximately 27,285 properties across the Shire.
- The NSW Audit Office Annual Engagement Plan was endorsed by the Audit, Risk, and Improvement Committee on 15 March 2019.
- The Southern Regional Livestock Exchange Service Delivery Review has been completed. At the 27 March 2019 meeting Council adopted the recommendations of the report. In the first quarter of 2020 Council will advertise for expressions of interest (EOI) to lease the Southern Regional Livestock Exchange with a preference for a long-term capital lease.
- The draft Community Engagement Policy was placed on public exhibition from 7 February to 11 March 2019. The opportunity to review and comment on the draft policy was widely promoted throughout the exhibition period. One written submission was received. It will be recommended that Council adopt the policy on 10 April 2019.
- There was a 21% decrease in the number of active development applications (DAs) at the end of the March quarter compared to the December quarter. The total number of active DAs was down to 203.

People

- NSW Ministry of Health and the Heart Foundation have formed a partnership to support the NSW Healthy Eating and Active Living Strategy and the Premier's priority to reduce overweight and obesity rates of children. Council has participated in developing the strategy, working closely with different sections of the South West Sydney Local Health District (SWSLHD).
- Council partnered with Red Room Poetry and Office of Environment and Heritage to deliver Poetry in First Language (PIFL) program. From the 18 - 20 March 2019 Aurora Southern Highlands Steiner School, Berrima Public School, Bowral Public School and Moss Vale High School participated in an 'On Country' cultural day. The aim of incorporating the 'On Country' experience was to take First Nations students on Country, educate them in conservation practices and support students in their learning about culture, tradition, land, language and identity.
- As part of the Crime Prevention funding a youth event was held in Corbett Gardens. The aim of the event was to create an opportunity to engage young people in health and wellbeing related activities and to encourage legitimate use of the park and create pride and ownership over the space.
- The Seniors Festival was held from 13-24 February 2019, with over 30 events and activities delivered. A highlight of the 2019 Seniors Festival was the 'Love your Life!' Leisure and Travel Expo which showcased a range of local leisure and travel options. This event provided easy access to information that would encourage people attending to make choices and stay connected to their community. Attendees were encouraged to engage

7.2 Quarterly Operational Plan 2018/19 Progress Report, 1 January to 31 March 2019**ATTACHMENT 1 Quarterly Progress Report on Operational Plan 2018/19, January to March 2019**

with club members promoting their clubs and groups, sign up to a 'Come and Try Day', take an introductory lesson or attend a new members meeting. Over 30 local groups were represented from sport and exercise groups, lifelong learning and service clubs and social groups.

- NSW Women's Week was held for the first time, incorporating International Women's Day. Council partnered with Highlands Community Centre to plan and deliver an event for local women titled 'Take a Breath and Celebrate You'.
- 2019 / 2020 Community Assistance Scheme opened and closed during this period. A total of 97 applications were submitted via the Smartygrants online grant management system, this is up from 73 in 2018 / 2019. The Community Assistance Scheme encourages the development of community initiatives in line with Wingecarribee Shire Council's Community Strategic Plan – Wingecarribee 2031 through the distribution of funds to local non-profit community (incorporated) organisations to assist in the development and provision of cultural, sporting, welfare, health promotion, leisure, environmental and community development programs, activities and events.

Places

- Following extensive repairs as a result of significant structural damage caused by the East Coast Storm in 2016, Mittagong Swimming Centre reopened its doors to the public on Saturday 5 January 2019. A community open day was held on 19 January to celebrate the reopening of the Centre. This included free entry, face painting, petting zoo, live music and pool toy fun. Approximately 370 people attended the open day.
- During the reporting period Council staff engaged with the Canberra Region Joint Organisation and Infrastructure Working Group to finalise the Roads and Bridges prospectus. This presents a summary of priority infrastructure projects within the Canberra Region, which require funding from NSW State and Federal Governments.
- Council is undertaking programmed and reactive maintenance on its road networks. Works undertaken include Shire Wide Preparation Works for the Road Resealing Program and Gravel Roads Regrading in Yerrinbool, Berrima, Mittagong, Balaclava, Colo Vale, Hill Top and Balmoral.
- Council's support of the Little Blue Dinosaur Foundation (LBDF) child pedestrian holiday campaign continued throughout January. Forty signs with the message 'SLOW DOWN - Kids Around It's Holiday Time' were installed at key tourist areas where the school holiday period results in increased pedestrian foot traffic and an amplified number of vehicles in the area.
- Free road safety workshops were held on 20 February 2019 (Parent workshop) and a Log Book Run for learner drivers and supervisors was held on 3 March 2019.

Environment

- Council and the Southern Highlands Botanic Gardens held an Earth Hour event in March. A world record for the largest display of solar lanterns was attempted with over 1200 lanterns laid out in the shape of a footprint. The event saw Council work with local schools, Oxley College and Bundanoon Public School in particular, which raised funds to purchase 96 SolarBuddy lights that will now go to school students in developing countries to reduce the need for burning kerosene lamps. The event had a guest speaker from the Climate Council, Greg Mullins, who discussed the increasing severity of bushfires in a changing climate.

7.2 Quarterly Operational Plan 2018/19 Progress Report, 1 January to 31 March 2019**ATTACHMENT 1 Quarterly Progress Report on Operational Plan 2018/19, January to March 2019**

Photos of the solar footprint were published in local media which helped raise the profile of the Earth Hour message.

- Clean-Up Australia Day - Council promoted and supported the 2019 Clean Up Australia Day event held in March. A total of 24 groups participated in the event this year collecting approximately one tonne of rubbish.
- Council was successful in receiving an Office of Environment and Heritage 'Heritage Near Me' grant for Mittagong Library energy upgrades. The works will include -
 - Heating, ventilation and air-conditioning installation to replace gas heaters and fans
 - Lighting upgrade to replace fluorescent lights and wooden fixtures
 - insulation to be fitted when new roof is being done.

A component of the grant was the development of educational materials. A draft solar and heritage document has been developed.

- Resource Recovery Centre (RRC) Tours and Workshops recommenced in February 2019. The RRC tours provided waste education programs focusing on reusable options. Workshops included composting at Bowral Community Garden, and Using the Modern Cloth Nappy. The Compost Revolution on-line program has been well utilised by local residents, and is regularly promoted through social media. This program gives residents access to a range of discounted composting systems delivered to their door and on-line tutorials to commence dealing with food and garden waste in the home.
- Council has participated in partnership with Southern Region Waste, Environmental Protection Authority, Roads and Maritime Service and New South Wales Police in a targeted compliance 'Operation Rumble' targeting importation of building demolition waste / asbestos fill into the Shire. During the operation, 20 vehicles were inspected and 18 contained contaminated waste and were turned away from the Shire. Due to the success of the program it is planned to be conducted again in the next quarter.

Economy

- Destination Southern Highlands team winning gold at the recent Australian Tourism Awards held in Launceston for Destination Marketing of Pie Time
- Planning and development of theming/designs for Tulip Time 2019 festival is well underway, with the theme 'Mary Poppins' being announced at an official media launch in March along with the charity partner - Variety - the Children's Charity.



Operating Plan Progress – Exceptions

Operational Plan Item	Status	Remedial Action	Approval Status
OP002 - Implement a revised corporate performance and measurement framework			
Corporate and Community	On Hold		Approved
The development of Delivery Program measures is on hold pending the adoption of the Operational Plan and Budget.			
OP027 - Undertake a review of all Farmland rating properties to ensure they comply with Section 515 of the Local Government Act 1993			
Finance, Fleet and Procurement	On Hold		Approved
Given the current drought conditions which are being experienced across the Shire, this review would be difficult to undertake due to the levels of de-stocking which is taking place. The practice of de-stocking will significantly distort this review and will not be a true reflection of those properties which meet the requirements for farmland rating under the Local Government Act.			
OP061 - Investigate opportunities to build community leadership capacity			
Economic Development	On Hold		Approved
The restructure of the Economic Development unit is currently under way and will progress the delivery plan activities shown here in the coming months.			
OP062 - Implement initiatives as identified in Economic Development Strategic Plan			
Economic Development	Delayed		Approved
The restructure of the Economic Development unit is currently progressing and the delivery program activities highlighted here will be actioned in coming months.			
OP063 - Facilitate the development and promotion of learning across all sectors of the community			
Economic Development	On Hold		Approved
The restructure of the Economic Development unit is currently under way and the Delivery Program activities outlined here will be progressed in the coming months			
OP086 - Undertake a needs analysis for potential expansion of the Out of School Hours care			
Corporate and Community	On Hold		Approved
On hold pending outcome of the Children's Services Review and Development of the Family Day Care Business and Marketing Plan.			



Operational Plan Item	Status	Remedial Action	Approval Status
OP090 - Continue to foster a relationship of collaboration and cooperation between Council, TAFE NSW and the University of Wollongong			
Economic Development	On Hold		Approved
The restructure of the Economic Development unit is under way and the Delivery Program activities will be progressed in the coming months.			
OP105 - Work with key agencies and utilise road network modelling and existing strategic documents to develop an integrated Transport Strategy			
Assets and Project Delivery	Delayed		Approved
The development of an Integrated Transport Strategy has been delayed due to resource constraints.			
OP108 - Finalise the Bicycle Strategy Stage 3			
Assets and Project Delivery	Needs Attention	A decision has been made to proceed with issuing the brief rather than waiting for Crown to approve the categorisation. The categorisation is expected to have only minimal impact on the Recreational Walking Tracks Strategy. The consultant brief will be finalised and issued by 30 April.	Approved
Finalising the consultant brief has been delayed due to competing priorities and the Crown Lands Management Act.			
OP115 - Undertake a comprehensive Development Control Plan (DCP) review.			
Planning, Development and Regulatory Services	Delayed		Approved
A comprehensive review of the DCPs commenced in the first quarter of 2018. Internal consultation has been completed and preliminary consultation with the development industry has commenced. A number of minor amendments have recently progressed in advance of the comprehensive review to address recent Council resolutions and inconsistencies in the Plans. Council staff have also been involved in working groups with the Department of Planning and Environment to prepare a State 'template DCP' which will inform the DCP review. The timing of the DCP review may also be impacted by the proposed 'template DCP' to be released by the Department of Planning at some point in 2019.			



Operational Plan Item	Status	Remedial Action	Approval Status
OP118 - Continue to develop and commence implementation of Station Street upgrade project			
Assets and Project Delivery	Needs Attention	Negotiations are continuing with Sydney Trains and Transport for NSW around matters relating to the acquisition of Station property.	Approved
<p>Contractor for Kirkham Road South construction has been approved by Council and will commence work shortly.</p> <p>Discussions for the approval of the main roundabout design in Station Street are continuing with RMS.</p> <p>Council continues to lobby for a meeting with the relevant State Minister to press Council's case for assistance from the State Government to provide a parking solution that meets Sydney Trains requirements.</p>			
OP134 - Continue Berrima Road Deviation Project			
Assets and Project Delivery	On Hold	Proposed way forward for the project will be the subject of a future report to Council.	Approved
<p>Ongoing delays in being able to obtain the required design approvals for the relocation of the High Voltage power lines on the northern side of the site will mean that Council will be unable to meet the required timeframe to satisfy the requirements of Federal Government funding body.</p> <p>Current project estimate provided by the design consultants is considerably higher than previous estimates.</p>			
OP141 - Deliver stormwater drainage works as per capital works program			
Infrastructure Services	Delayed		Approved
<p>Projects completed include: Bowral Price Street Drainage Upgrade. Works to be completed in the fourth quarter include: Belmore Street to Renwick Channel Stormwater Drainage Improvement: project subject to procurement considerations: Renwick Channel Improvements: project has been subject of a federal environmental approval process and is now ok to proceed; Bowral, Queen Street Drainage Improvements; Mittagong, Tyndall Street Drainage Improvements .</p>			



Operational Plan Item	Status	Remedial Action	Approval Status
OP143 - Maintain stormwater assets			
Infrastructure Services	Delayed		Approved
Council's Maintenance department is undertaking programmed and reactive maintenance on its stormwater drainage networks. Customer requests are now being actioned within 14 days (KPI) to the effect that the request is inspected, made safe and where applicable maintenance programmed or a capital works request submitted to Council's assets department for project scoping and prioritisation. Works completed include Kerb and Gutter Repairs at: Bundanoon, Panorama Avenue; Moss Vale Highlands Close; Mittagong 67 Regent Street; Robertson Cnr Caalong Street / Illawarra Hwy. Drainage Works Completed include: Mittagong, Oxford Street Drainage Pit repair; Berrima, Jellore Street table drain works; Yerrinbool, Everest Street table drain works; Burradoo, Kyeema Close table drain works. Works have been delayed but should be completed.			
OP145 - Implement operational programs to ensure effective water quality within network distribution			
Water and Sewer	Needs Attention	Additional resources have been made available and will enhance operational maintenance delivery during the last quarter 18/19.	Approved
Water quality requests continue to be dealt with reactively in this period. A proactive planned programme of network flushing is intended in key areas.			
The identified planned proactive sampling program to help minimise potential upcoming water quality issues and therefore avoid customer reactive requests has also been constrained by resourcing issues.			
The current Treatment Plant improvements to address discoloration complaints are currently in the asset project program, now for 19/20 delivery. Whilst Council awaits delivery of treatment improvement, staff continue to address the symptoms in a predominantly reactive manner.			
OP146 - Deliver water maintenance program			
Water and Sewer	Needs Attention	Additional resourcing is now in place allowing the progression of program implementation in the last quarter 18/19.	Approved
Network repair and maintenance is currently reactive. A program of proactive maintenance is required to address exercising valves and hydrants.			
Good repair and disinfection practices and diligent flushing are ensuring that there have been no failures in the integrity of water quality.			



Operational Plan Item	Status	Remedial Action	Approval Status
OP159 - Advocate for improved telecommunications across the Shire			
Economic Development	On Hold		Approved
The restructure of the Economic Development unit is currently under way and the Operational Plan activities highlighted here will be progressed in the coming months.			
OP183 - Facilitate networks that support and promote businesses that produce goods locally			
Economic Development	On Hold		Approved
The restructure of the Economic Development unit is currently under way and the Operational Plan activities outlined here will be progressed in coming months.			
OP199 - Complete and commence implementation of the Economic Development Strategy			
Economic Development	Needs Attention		Approved
With the recent restructure of the Economic Development unit to be integrated with the Tourism and Events unit a new business model is being established and in turn a new 'Destination Plan' will be developed to include both Economic Development & Tourism strategic plans for the next 10 years.			
OP201 - Explore partnership opportunities that increase and broaden local employment opportunities			
Economic Development	On Hold		Approved
With the restructure of the Economic Development unit under way the Delivery Program activity highlighted here will be progressed in the coming months.			
OP203 - Review and update Southern Highlands Tourism Strategy			
Tourism and Events	Needs Attention		Approved
With the recent restructure of Tourism and Economic Development units it has been agreed by the Executive and Councillors that a 'Destination Plan' is developed in the coming months that will focus on key Tourism, Event and Economic Development strategies for the next 10 years that will supersede the expired Strategic Plans for Tourism and Economic Development.			



Operational Plan Item	Status	Remedial Action	Approval Status
OP211 - Establish Council's approach to the progress of Moss Vale Enterprise Zone			
Economic Development	On Hold		Approved
With the recent restructure of the Economic Development unit under way the Operational Plan activity highlighted here will be progressed in coming months.			
OP212 - Promote opportunities for the establishment and expansion of clean industries			
Economic Development	On Hold		Approved
With the recent restructure of the Economic Development unit under way the Operational Plan activity highlighted here will be progressed in coming months.			
OP216 - Support implementation of economic development strategy			
Economic Development	On Hold		Approved
With the restructure of the Economic Development unit under way the Delivery Program activity highlighted here will be progressed in the coming months. The Executive and Councillors recently agreed to the development of a combined Tourism and Economic Development Strategy for the next 10 years as a 'Destination Plan'.			
OP217 - Participate in Business Forums and work with Business Chambers			
Economic Development	On Hold		Approved
With the recent restructure of the Economic Development unit the Operational Plan highlighted here will be progressed in coming months.			

7.3 Farmland Rating - Rate Deferral Initiative

Reference:	2215
Report Author:	Coordinator Revenue
Authoriser:	Chief Financial Officer
Link to Community Strategic Plan:	Effective financial and asset management ensure Council's long term sustainability

PURPOSE

The purpose of this report is to seek Council's position with respect to the deferral of rates on farmland rated properties that still remain impacted by current drought conditions.

RECOMMENDATION

Submitted for Councillor Determination

REPORT

BACKGROUND

At its meeting 8 August 2018, Council considered a Mayoral Minute which highlighted the current drought situation within the shire and its impact on farmers. The Mayoral Minute sought Councillor support for rate relief for affected farmers in the Wingecarribee Shire for the 2018/19 financial year. Council resolved the following (MN290/18):

1. *THAT rural ratepayers conducting accredited farming activities (farmland rated properties) within the Wingecarribee Shire, who lodge an approved hardship application, be afforded rate relief in the 2018/2019 financial year.*
2. *THAT this relief is to be in the form of a deferral of rates until the 2019/2020 financial year; the deferred rates not being subjected to interest.*
3. *THAT \$10,000 be donated from the Mayoral relief fund towards a fodder appeal for drought affected farmers, if possible within the Wingecarribee Shire; if not, then within NSW*

AGENDA FOR THE FINANCE COMMITTEE MEETING

Wednesday 15 May 2019

AGENDA REPORTS



REPORT

Subsequent to the resolution of Council made on the 8 August 2018, Council staff undertook the following actions to support the local farming community:

- Letters were issued to all farmland rated properties who had not submitted payment for the first quarterly instalment for the 2018/19 rating year advising them that Council would approve a rates deferral on the basis of a submitted hardship application.
- Council established a dedicated section on its website to assist farming families who may be experiencing hardship. This section included information on Council's rate deferral process and links to other organisations that could assist farming families in need of support.
- Council provided a \$10,000 donation to the Bowral Co-Op local relief fund. This donation was used to provide much needed fodder to farming families who are experiencing severe financial hardship.
- Council staff held a "*Dress as a Farmer or a day*" fundraiser that raised \$1,015 and was donated to Bowral Co-Op local relief fund.

Council has 1,250 properties which are rated as farmland for the purposes of rating. In total, Council received 19 Financial Hardship applications for Farmland rated properties, all of which were approved. This has resulted in \$103,368.62 in rates being deferred for payment until 31 August 2019. The associated interest foregone due to this deferment is \$4,658.08.

Given that Farmland properties located within Wingecarribee Shire still continue to be impacted by the current drought conditions, with local farmers having to destock, hand feed and cart water, the direction of Council is sought on any possible extension to the current rate deferral.

IMPACT ON COUNCIL'S FIT FOR THE FUTURE IMPROVEMENT PLAN

At present, the level of farmland rated property owners applying for the rate deferral is minimal, as such the impact of the initiative is not considered significant.

COMMUNICATION AND CONSULTATION

Community Engagement

Not applicable

Internal Communication and Consultation

Executive

External Communication and Consultation

Council has broadly communicated this initiative through its website and local media and through supporting local programs such as the Bowral Co-op Relief Fund.



SUSTAINABILITY ASSESSMENT

- **Environment**

There are no environmental issues in relation to this report.

- **Social**

There are no social issues in relation to this report.

- **Broader Economic Implications**

There are no broader economic implications in relation to this report.

- **Culture**

There are no cultural issues in relation to this report.

- **Governance**

There are no governance issues in relation to this report.

COUNCIL BUDGET IMPLICATIONS

At present, the level of farmland rated property owners applying for the rate deferral is minimal, as such the impact of the initiative on Council's Budget is not considered significant.

RELATED COUNCIL POLICY

Financial Hardship Policy

OPTIONS

The options available to Council are:

Option 1

That Council confirm its original intention that the current rate deferral period for rural ratepayers conducting accredited farming activities (farmland rated properties) is only for the 2018/19 rating year.

Option 2

That Council provide a further extension to allow rural ratepayers conducting accredited farming activities (farmland rated properties) who lodge an approved hardship application, be afforded a rate deferral for the 2019/20 financial year.

CONCLUSION

This report is submitted for Councillor Determination.

AGENDA FOR THE FINANCE COMMITTEE MEETING

Wednesday 15 May 2019

AGENDA REPORTS



ATTACHMENTS

There are no attachments to this report.

Barry W Paull

Deputy General Manager Operations, Finance and Risk

Wednesday 8 May 2019