

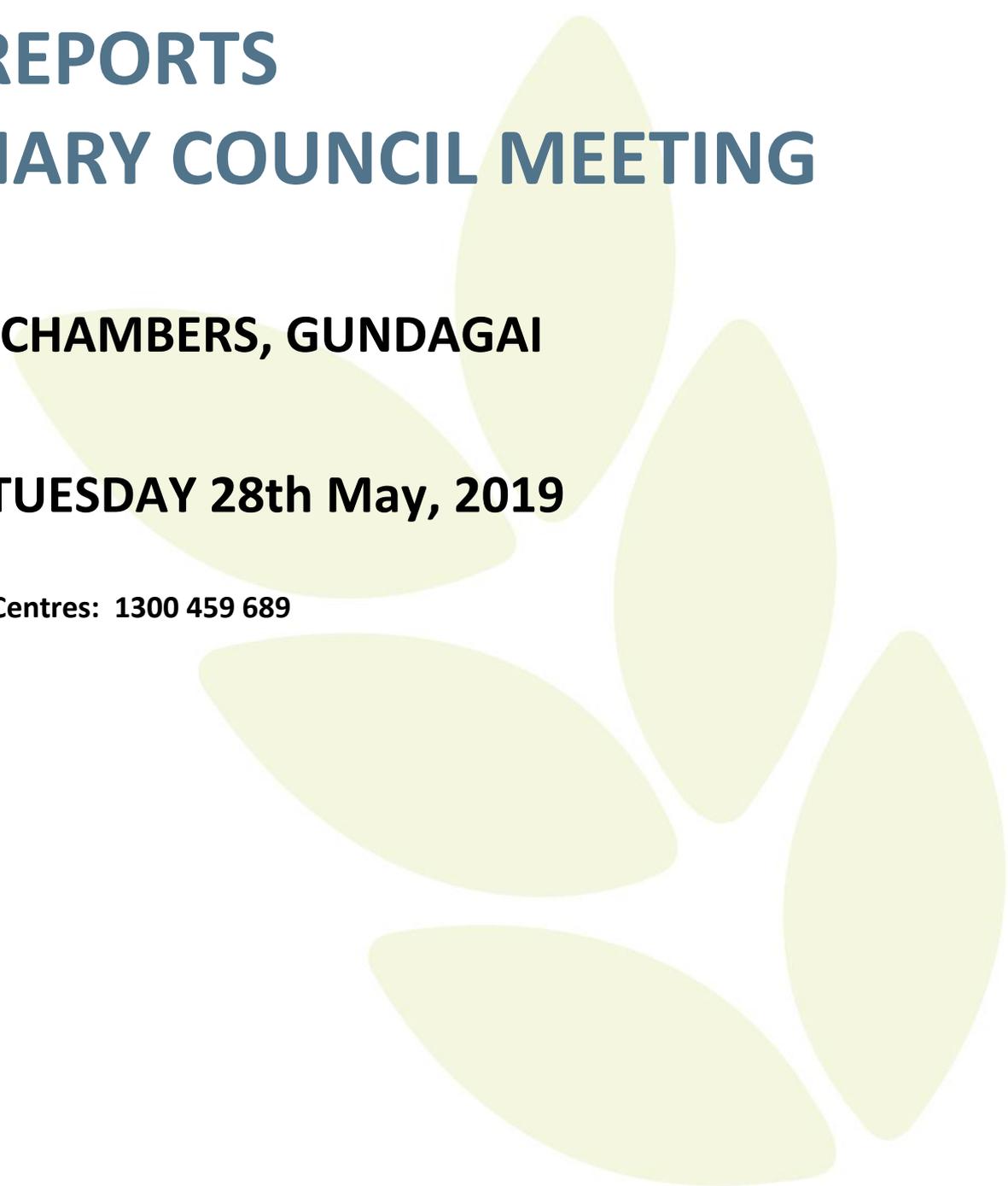
Business Paper

LATE REPORTS ORDINARY COUNCIL MEETING

COUNCIL CHAMBERS, GUNDAGAI

6:00PM, TUESDAY 28th May, 2019

Administration Centres: 1300 459 689



LATE REPORTS

Order Of Business

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6 MAYORAL MINUTES

6.3 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT

DOCUMENT NUMBER	304312
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
REPORTING OFFICER	Abb McAlister, Mayor
ATTACHMENTS	Nil

So as to keep Councillors and the community aware of my engagements on behalf of Council I intend to provide regular updates through my Mayoral Minutes. These Minutes will also include copies of relevant correspondence received by me.

RECOMMENDATION

The information in the Mayoral Minute be received and noted.

16 – 17 May 2018

Cr Bowden attended NSW Office of Small Business Commissioner, Small Business Friendly Councils Inaugural Conference

16 May 2018

On my behalf, Cr Bowden received a plaque celebrating Cootamundra-Gundagai Regional Council as an Easy to do Business partner. The plaque was presented by the Hon. Victor Dominello, MP, Minister for Customer Service with the Hon. Damien Tudehope, MLC, Minister of Finance and Small Business.

8 GENERAL MANAGER'S REPORT

8.2 FINANCE

8.2.3 INVESTMENT REPORT - APRIL 2019

DOCUMENT NUMBER	304297
REPORTING OFFICER	Tim Swan, Manager Finance and Customer Service
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.3 Cootamundra-Gundagai Regional Council is a premier local government Council</p>
FINANCIAL IMPLICATIONS	Council's investment income for April 2019 was \$55,684, 15% under the budgeted figure of \$65,526.
LEGISLATIVE IMPLICATIONS	Council investments comply fully with section 625 of the Local Government Act (NSW) 1993, Local Government (General) Regulation 2005 paragraph 212 and Council's Investment Policy.
POLICY IMPLICATIONS	The Investment Policy was adopted on 31 July 2018 and is due for review on 31 July 2021.
ATTACHMENTS	1. Investment Report - April 2019

RECOMMENDATION

The attached Investment Report as at 30 April, 2019 be received and noted.

Introduction

Returns on investments are 15% below budget but above benchmark for April, 2019.

Discussion

Investments for April, 2019 have produced interest of \$55,684.

Due to the excellent performance of Council's investments in the 2018/19 financial year, the budgeted income has been increased from \$52,983 per month to \$65,526.

For the current financial year the interest income is 2% ahead of budget, and the net return is significantly higher than the benchmark.

Returns are expected to decrease as funds reserved for major projects are expended, however it is anticipated that the annual budget will still be exceeded.

REPORT - CASH & INVESTMENTS

Year of Report 30-06-19
 Month of report 30-Apr



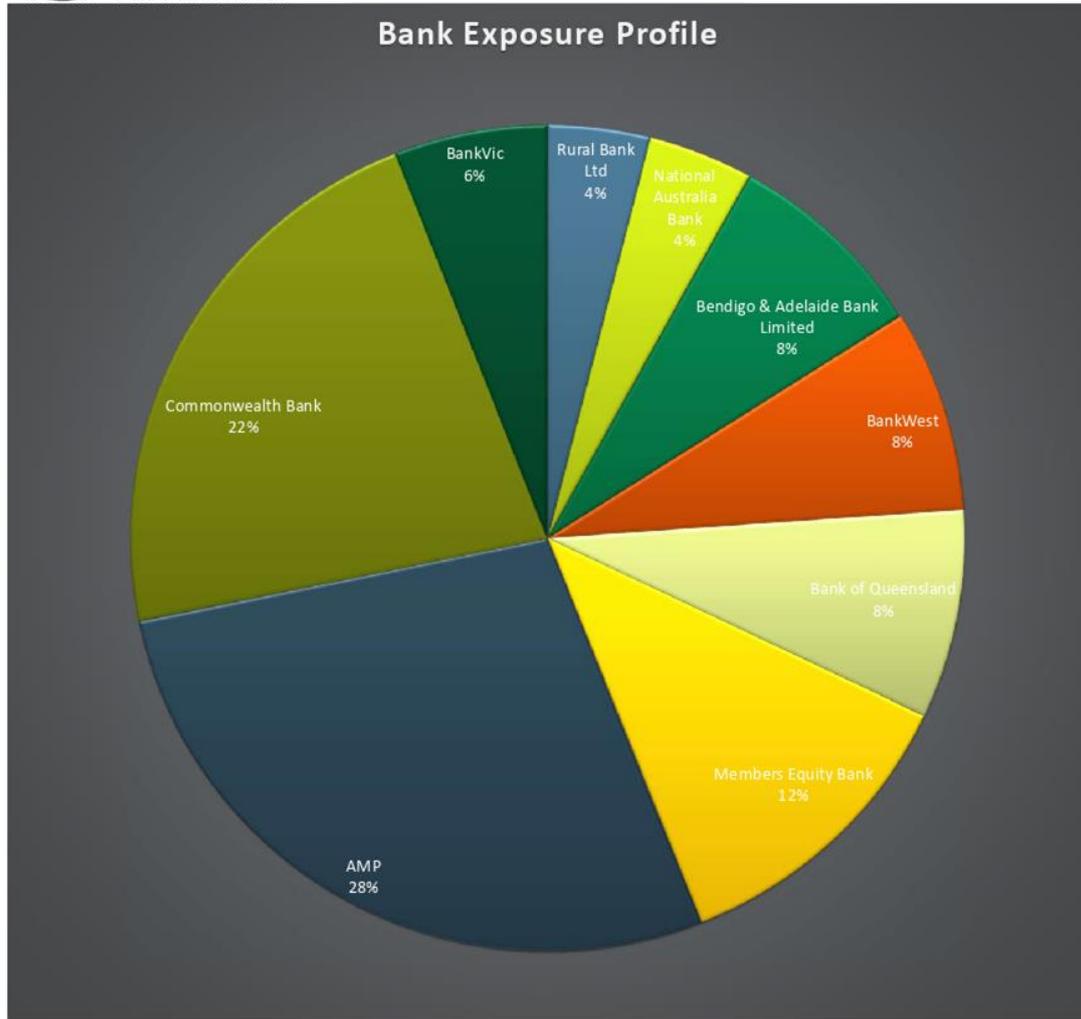
Institution	Credit Rating	Investment Type	Date Lodged	Maturity Date	Interest Rate	Value
Commonwealth Bank	AA-	Bank Account				\$3,249,874.64
National Australia Bank	AA-	Bank Account				\$23,965.14
Commonwealth Bank	AA-	Business Online Saver				\$2,364,221.93
Rural Bank Ltd	BBB+	Term Deposit	01-05-18	01-05-19	2.80	\$1,000,000.00
Members Equity Bank	BBB	Term Deposit	23-05-18	23-05-19	2.75	\$3,000,000.00
National Australia Bank	AA-	Term Deposit	12-06-18	12-06-19	2.75	\$1,000,000.00
Bendigo & Adelaide Bank Limited	BBB+	Term Deposit	26-06-18	24-06-19	2.83	\$1,000,000.00
Bendigo & Adelaide Bank Limited	BBB+	Term Deposit	26-06-18	23-07-19	2.83	\$1,000,000.00
BankWest	AA-	At Call Account	15-11-18	20-12-19	2.00	\$1,000,000.00
BankWest	AA-	At Call Account	28-11-18	02-01-20	2.00	\$1,000,000.00
Bank of Queensland	BBB+	Term Deposit	25-01-19	24-07-19	2.8	\$2,063,810.08
AMP	A	Term Deposit	13-02-19	13-08-19	2.8	\$3,000,000.00
AMP	A	Term Deposit	21-02-19	20-08-19	2.8	\$2,000,000.00
BankVic	BBB+	Term Deposit	02-04-19	29-10-19	2.7	\$1,500,000.00
AMP	A	Term Deposit	02-04-19	02-10-19	2.75	\$2,000,000.00
Total Cash & Investments						\$25,201,871.79
Source of Investments	Interest budget for month			Interest for month		Total Invested
General Fund Operations	\$718.26			\$610.37		\$276,245.79
Water Fund	\$14,526.58			\$12,344.66		\$5,587,000.00
Sewer Fund	\$12,142.32			\$10,318.52		\$4,670,000.00
Domestic Waste Mgmt Fund	\$3,616.69			\$3,073.46		\$1,391,000.00
Other externally restricted	\$6,000.96			\$5,099.60		\$2,308,000.00
Internally restricted funds	\$28,521.77			\$24,237.74		\$10,969,626.00
TOTAL	\$65,526.58			\$55,684.35		\$25,201,871.79

This report is produced in accordance with section 625 of the Local Government Act 1993 and all investments have been made in accordance with Act & the Regulations.

Responsible Accounting Officer  Finance Manager

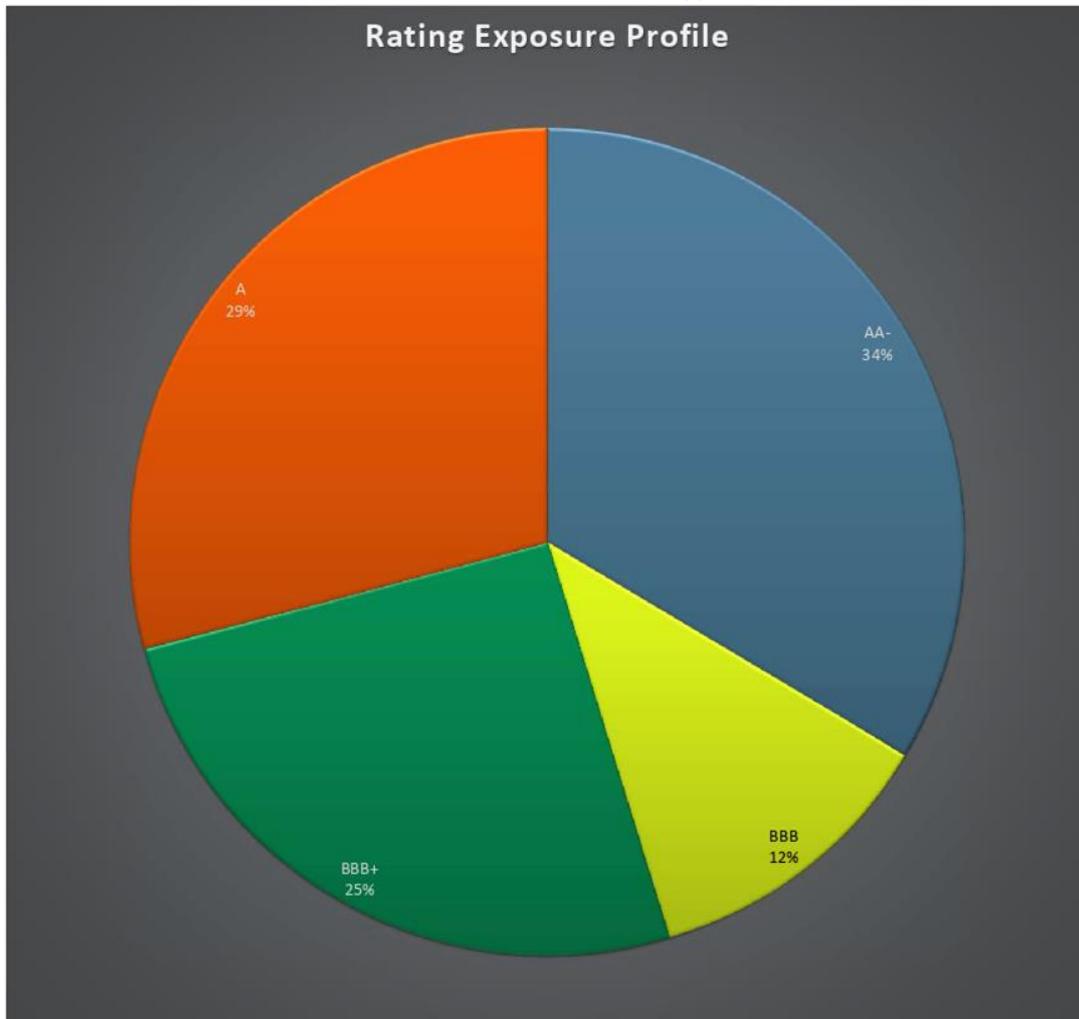


ANALYSIS - CASH & INVESTMENTS



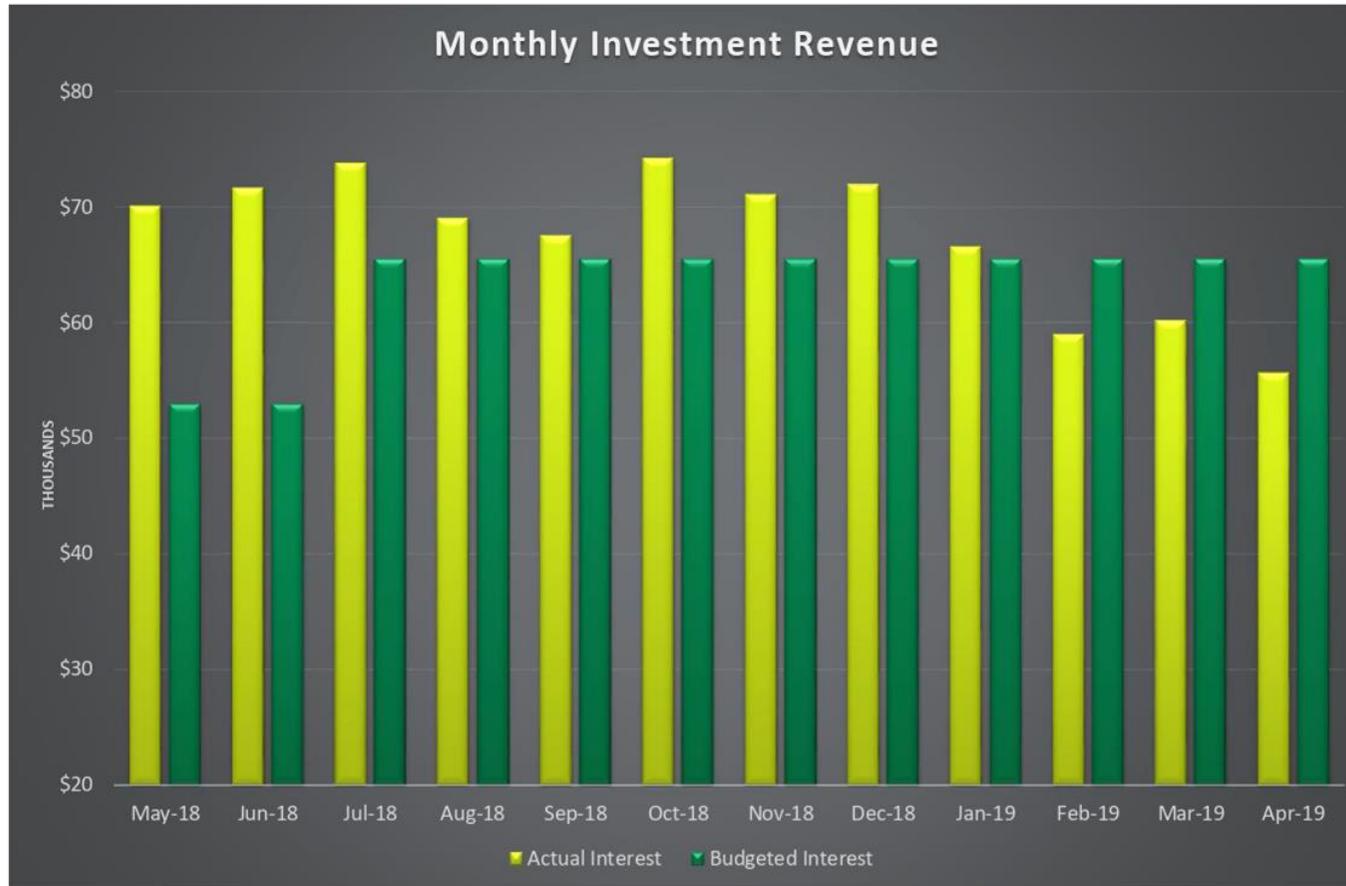


ANALYSIS - CASH & INVESTMENTS



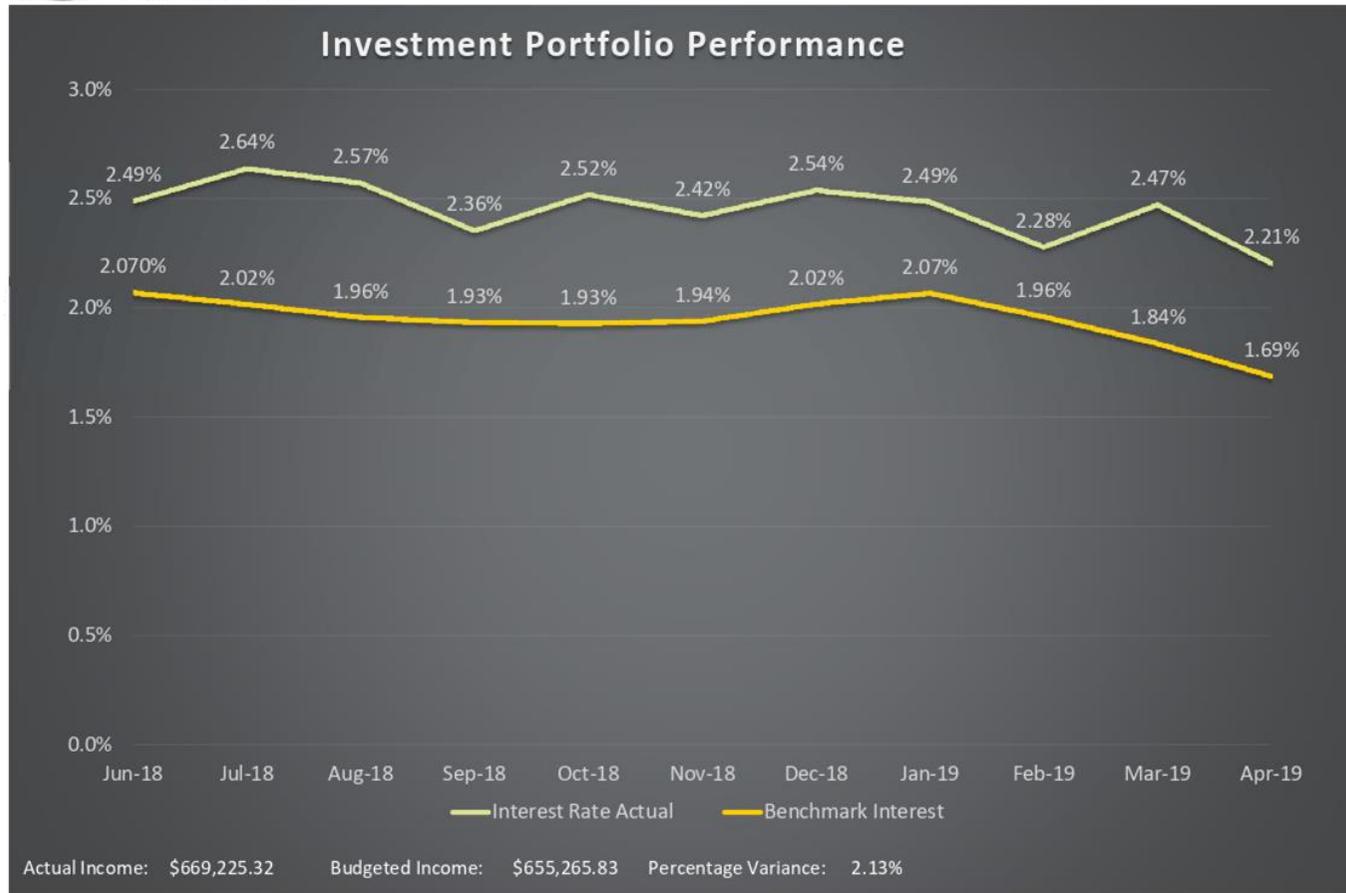


ANALYSIS - CASH & INVESTMENTS





ANALYSIS - CASH & INVESTMENTS



8.7 CIVIL WORKS

8.7.2 COUNCIL MINI BUS

DOCUMENT NUMBER	304144
REPORTING OFFICER	Mark Ellis, Manager Civil Works
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.1 Decision-making is based on collaborative, transparent and accountable leadership</p>
FINANCIAL IMPLICATIONS	Impacts on Plant Fund.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Correspondence support community use of the bus (under separate cover) 2. Correspondence from Jill Jones on use of the bus (under separate cover) 3. Letter to Council on the Proposed Bus Sale (under separate cover)

RECOMMENDATION

The mini bus be retained for a period of 6 months and a report on the bus’ usage, income and costs against the bus be prepared and submitted to the November, 2019 Ordinary Meeting.

Introduction

Council requested a report be prepared for the May, 2019 Ordinary Meeting detailing the current use of Council’s mini bus and investigate the feasibility of retaining the bus as part of Council’s fleet.

Discussion

The Toyota Hiace bus was purchased by Council in June, 2017 primarily for the use of commuting staff and Councillors between the Gundagai and Cootamundra Offices and within the local government area.

In hind sight, its usage has not been as practicable as first thought. As staff travel between locations coordinating the schedule of each person to align as a group has proven impractical and, as such, it has been determined that normal fleet vehicles are more efficient for staff to manage their travel arrangements. To use the bus as a commuter vehicle for operational staff in their daily travels between sites has also proven unworkable. This has reduced the use of and the need for Council to retain the bus.

The bus has only travelled 7500kms to date and has an accumulated expense of \$5649.65, which is an estimated running cost of \$0.75 per kilometre. There is no usage record available and as the bus is not being charged out there is not revenue incoming to the Plant Fund for this vehicle. For future use a process will be implemented to ensure its usage is recorded and charged out accordingly.

Current expenditure on the bus does not include outstanding repair costs for damage sustained to the roof of the vehicle by an unknown driver. This cost of the repairs are to be assumed by Council as our insurance provider won't accept the claim without an identified driver from Council staff.

On several previous occasions when the bus has been needed in either Cootamundra or Gundagai, and required at the alternate location, two staff members have had to travel to transport the vehicle accordingly.

Another factor with the bus is the registration requirements for this type of passenger vehicle as it has to have six monthly roadworthy inspections. The closest Roads and Maritime Services offices are at Tumut and Young. Registration cost for this vehicle are currently around \$980.00 per year.

Research undertaken has estimated the running costs of such a vehicle to be approximately 83c/km or approximately \$230.00 per week. This takes into account the vehicles purchase price, its depreciation, fuel, tyres, registration, insurance and maintenance for 5 year operational period.

Council's insurer has advised that for the bus to be insured in the event of an accident it can only be driven by Council employees (including Councillors, staff or executive) or inducted volunteers.

Submissions provided under separate attachment suggest the bus could be utilised by local community groups, sporting groups and schools, however this could only occur by having an approved driver(s) as previously mentioned above. It would require Council staff to coordinate bookings, detailing and ensure the required maintenance schedule was adhered to and assist in Plant costs being recovered for the Plant fund. Further, it would be prudent for Council to have a register of inducted users to ensure compliance for each use. New drivers would be required to undertake the induction process to be added to the approved user register.

Several options to be considered for future usage are as follows:

- Provided for Councillor use to travel to meetings in either township,
- Hired to community groups with approved drivers to functions within the local government or approved area,
- Transportation for people from Gundagai to Cootamundra to use the indoor heated pool,
- Transportation of people from Gundagai to Cootamundra to activities at the Arts Centre,
- Continued use by the Gundagai Youth Group, who on numerous occasions used the bus to attend activities in Cootamundra, Wagga and Sydney.
- Gundagai Library have also used it on numerous occasions.

On these occasions it has had to be driven by a member of Council staff who, therefore, was not able to undertake their normal duties.

Private hire of the bus was not considered by Council at the time of its purchase. The private hire of a commercial bus involves charges which Council would need to consider for such hire of the bus. Investigations suggest to hire a similar vehicle is around \$140 per day plus 30cents kilometre for travel over 200Km with a \$200.00 security deposit. These charges would be required to be adopted by Council and included as part of its annual fees and charges budget. In addition, it would involve a booking system and would need dedicated staff to check the hirer met the hire requirements and record all associated details.

Should council wish to sell the bus, it has been valued at approximately \$40,000 by Pickles auctions. In conclusion, while there is potential for the bus to be available for community use, it would be considered necessary for:

- Additional Council resources to coordinate use of the bus in order to optimise its potential usage.
- Council to determine fees to be adopted in its annual Fees and Charges.
- Council to consider the impact of its commercial use of the bus on local businesses which currently hire similarly sized buses to the Cootamundra-Gundagai Regional community.

8.7.3 COOTAMUNDRA RUGBY UNION CLUB - REQUEST FINANCIAL ASSISTANCE TO COMPLETE THE UNION CLUB FACILITIES PROJECT
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DOCUMENT NUMBER	304314
REPORTING OFFICER	Mark Ellis, Manager Civil Works
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>1. A vibrant and supportive community: all members of our community are valued</p> <p>1.2 Public spaces provide for a diversity of activity and strengthen our social connections</p>
FINANCIAL IMPLICATIONS	Should Council resolve to provide financial assistance, of an amount to be determined, to the Cootamundra Rugby Union Club, funding from Council's budget would need to be identified.
LEGISLATIVE IMPLICATIONS	Local Government Act, 1993
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

Council approve the Acting General Manager to investigate available options for Cootamundra-Gundagai Regional Council to provide financial assistance to the Cootamundra Rugby Union for the Facilities Project in accordance with legislation under the Local Government Act, 1993.

Introduction

Following representations at the Open Forum section of the April, 2019 Ordinary Meeting by Rod Chalmers and Mark Ward of the Cootamundra Rugby Union Club, Council agreed to meet on site and further discuss funding for the Club so as to complete the construction of the new facilities at Country Club Oval.

Discussion

On Monday, 20th May, 2019, Councillors and staff met with representatives of the Cootamundra Rugby Union Club at the site of the new Union Club facility at Country Club Oval.

Rod Chalmers and Mark Ward detailed the Clubs current financial position to Councillors and how the Club is substantially short of the funds required to complete the building. Further, possible funding options were discussed in relation to the Club obtaining such funding. As such, Club representatives requested Council consider funding options.

At the conclusion of the meeting, the Union Club representatives were advised that Council would consider their request at the May, 2019 Ordinary Council Meeting.

8.9 FACILITIES

8.9.1 STAN CROWE OVAL CANTEEN UPDATE

DOCUMENT NUMBER	304277
REPORTING OFFICER	Andrew Brock, Manager Facilities
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>1. A vibrant and supportive community: all members of our community are valued</p> <p>1.2 Public spaces provide for a diversity of activity and strengthen our social connections</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

The updated information on the Stan Crowe Oval Canteen project be received and noted.

Introduction

Council has previously requested information be provided by Andrew Brock, Manager Facilities for answers to questions regarding the finance for the Stan Crowe Canteen project.

Discussion

In 2014, in collaboration with the sporting groups in Gundagai, Council applied for grant funding to build a new change room and canteen facility at Stan Crowe Oval. At the time of funding application, Council had based the building costs on a simple design with minimum toilet facilities.

When the grant was awarded in and subsequent tenders requested, quotes came back in excess of the original funding amount of \$164,500.00 which was made up by a Council contribution, sporting groups contributions and grant funding.

Due to conditions for the development approval and site restrictions, the design of the building was modified to suit the conditions at the site, the growth of sporting groups within the community and the requirement of change rooms with the growth of female sport.

Council approved an increase in the budget to allow for the new design, not only from capital expenditure but also staff time to manage the project. Further additional contributions from Bendigo bank and Hawthorne Transport allowed for the building to be completed within the new design.

Total expenditure of development was \$234,635.00 which came under budget and original tender costs.