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BUSINESS PAPER

Ordinary Council Meeting

2 May 2023

Aaron Johansson
Chief Executive Officer

We hereby give notice that an Ordinary Meeting of Council will be held on:

Tuesday, 2 May 2023 at 6pm
in the Council Chambers, Civic Centre
184 - 194 Bourke Street, Goulburn

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1 OPENING MEETING

The Mayor will open the meeting and notify that this meeting is webcast live on the Council’s website.

2 ACKNOWLEDGEMENT OF COUNTRY

The following acknowledgement will be made by the Mayor or Chief Executive Officer.

“I would like to Acknowledge and pay our respects to the Aboriginal Elders both past and present, as well as emerging leaders, and Acknowledge the traditional custodians of the Land on which we meet today.”

3 COUNCILLORS DECLARATION AND/OR PRAYER

The Mayor will ask a Councillor to read either the following Declaration or Prayer on behalf of the Councillors present.

Declaration

“On behalf of the elected Councillors present here tonight I solemnly and sincerely declare and affirm that we will undertake the duties of the office of Councillor in the best interests of the people of Goulburn Mulwaree and that we will faithfully and impartially carry out the functions, powers, authorities and discretions vested in us to the best of our ability and judgement.”

OR

Prayer

“We thank thee, Lord, for this position of honour and trust. Give us the courage to serve our Council and community with honesty and integrity; and to discharge the duties entrusted to us for the common good of all mankind.”

4 APOLOGIES

The Mayor will call for any apologies.

Council will resolve to accept any apology.

5 APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

Nil

6 ATTENDANCE BY AUDIO-VISUAL LINK BY COUNCILLORS

7 LATE ITEMS / URGENT BUSINESS

The Mayor will call for any Late Items, Information or Urgent Business.

Council may resolve to accept any late item, information or urgent business to be discussed and/or determined at this meeting.

8 DISCLOSURE OF INTERESTS

With reference to Chapter 14 Local Government Act 1993, and Council’s Code of Conduct, Councillors are required to declare any conflicts of interest in the matters under consideration by Council at this meeting.

9 PRESENTATIONS

Nil

10 PUBLIC FORUM

- (1) In accordance with Council's Public Forum Guideline, Council permits members of the public to address Council meetings in open forum at every Ordinary Council meeting.
- (2) A person wishing to address a meeting must contact staff in Council's Executive Section by 5.00pm [either in writing or via telephone call] on the day of the meeting and provide their name, their contact details and summary details of the item they wish to speak about.
- (3) The Mayor or Chairperson will call members of the public to address the meeting in accordance with the order of business. The address should be for no more than 5 minutes duration.
- (4) Members of the public addressing Council must abide by similar standards that apply to Councillors under the Council's Code of Conduct and this Code of Meeting Practice.
- (5) If a member of the public addressing the meeting fails to comply with the Mayor or Chairperson's call to order, the Mayor or Chairperson may withdraw that person's right to address the meeting.
- (6) In making the address:
 - a. If the chairperson is the Mayor he or she should be addressed as 'Mr Mayor' or 'Madam Mayor' or 'Mayor Surname'.
 - b. When the chairperson is not the Mayor they should be addressed as Mr. or Madam Chair or Mr. or Madam Chairperson.
 - c. Councillors must be addressed as 'Councillor Surname'.
 - d. Officers must be addressed as Mr. or Madam [job title or surname] e.g Mr. Chief Executive Officer.

The general standards that apply in Council's Code of Conduct and Code of Meeting Practice (Section 4) are applicable to addresses made by the public in Public Forum.

11 CONFIRMATION OF MINUTES

11.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 18 APRIL 2023

Author: Chief Executive Officer

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Minutes of the Ordinary Meeting of Council held on 18 April 2023

RECOMMENDATION

That the Council minutes from Tuesday 18 April 2023 and contained in Minutes Pages No 1 to 12 inclusive and in Minute Nos 2023/76 to 2023/93 inclusive be confirmed.



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MINUTES

Ordinary Council Meeting

18 April 2023

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**MINUTES OF GOULBURN MULWAREE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, CIVIC CENTRE, 184 - 194 BOURKE STREET,
GOULBURN
ON TUESDAY, 18 APRIL 2023 AT 6PM**

PRESENT: Cr Peter Walker - Mayor, Cr Steven Ruddell – Deputy Mayor, Cr Andrew Banfield, Cr Bob Kirk, Cr Michael Prevedello, Cr Daniel Strickland, Cr Jason Shepherd, Cr Andy Wood

IN ATTENDANCE: Aaron Johansson (Chief Executive Officer), Brendan Hollands (Director Corporate and Community Services), Stephanie Mowle (Acting Director Planning and Environment), Marina Hollands (Director Utilities), George Angelis (Director Operations), & Shae Aliffi (Executive Support Officer)

1 OPENING MEETING

Mayor Peter Walker opened the meeting 6pm. The Mayor advised that the meeting would be webcast live.

2 ACKNOWLEDGEMENT OF COUNTRY

Mayor Peter Walker made the following acknowledgement.

“I would like to Acknowledge and pay our respects to the Aboriginal elders both past and present as well as emerging leaders, and Acknowledge the traditional custodians of the Land on which we meet today.”

3 COUNCILLORS DECLARATION AND/OR PRAYER

The opening prayer was read by Cr Daniel Strickland.

4 APOLOGIES

RESOLUTION 2023/76

Moved: Cr Andrew Banfield

Seconded: Cr Jason Shepherd

That the apology be received from Cr Carol James be accepted.

CARRIED

APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

RESOLUTION 2023/77

Moved: Cr Bob Kirk

Seconded: Cr Daniel Strickland

That the apology received from Cr Carol James be accepted and leave of absence granted.

CARRIED

5 ATTENDANCE BY AUDIO VISUAL LINK

Nil

6 LATE ITEMS / URGENT BUSINESS**ACCEPT LATE ITEM****RESOLUTION 2023/78****Moved: Cr Andrew Banfield****Seconded: Cr Jason Shepherd**

That the Reuse Goulburn Construction Report be accepted into the meeting as a late agenda item.

CARRIED**7 DISCLOSURE OF INTERESTS**

Cr Andrew Banfield made a statement in relation to the Business Paper. He has assessed the Business Paper and does not perceive any declaration of interest is required to be declared in relation to his employment with Denrith Group of Companies.

Cr Jason Shepherd declared a non-significant/non-pecuniary of interest in Item 16.12 "Council Operations Updates – March 2023" as the report mentions Marulan Quarry who is Cr Shepherds Employer who provide services to Council. Cr Shepherd is not involved in the project and the Marulan Quarry is not the focus of the report. As the disclosure was not of a significant nature Cr Jason Shepherd remained in the meeting while discussion took place.

Mayor Peter Walker declared a significant/non-pecuniary conflict of interest in Item 16.3 "Endeavour Industries Financial Assistance" as Mayor Walker holds a Volunteer Position as the Director of the Board for Endeavor Industries Mayor Walker will leave the meeting while discussion on this item takes place.

8 PRESENTATIONS

Nil

9 PUBLIC FORUM

Nil

10 CONFIRMATION OF MINUTES**11.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 4 APRIL 2023****MOTION****Moved: Cr Michael Prevedello****Seconded: Cr Andy Wood**

That the Council minutes from Tuesday 4 April 2023 and contained in Minutes Pages No 1 to 7 inclusive and in Minute Nos 2023/73 to 2023/74 inclusive be confirmed.

11 MATTERS ARISING

12.1 MATTERS ARISING FROM COUNCIL MEETING MINUTES FROM THE 4 APRIL 2023

Nil

12.2 OUTSTANDING TASK LIST FROM ALL PREVIOUS MEETINGS

RESOLUTION 2023/79

Moved: Cr Michael Prevedello

Seconded: Cr Steven Ruddell

That Council notes the Task List and authorises the deletion of completed tasks.

CARRIED

12 MAYORAL MINUTE(S)

Nil

13 NOTICE OF MOTION(S)

Nil

14 NOTICE OF RESCISSION(S)

Nil

15 REPORTS TO COUNCIL FOR DETERMINATION

16.1 VP351840 MR676 SLOANE AND GRAFTON STREET AC PATCH WORKS

RESOLUTION 2023/80

Moved: Cr Bob Kirk

Seconded: Cr Steven Ruddell

That:

- 1. The report from the Acting Business Manager of Works on the VP351840 MR676 Sloane and Grafton Street AC Patch Works be received.**
- 2. The Request for Quotation from Downer EDI Works Pty Ltd be accepted for the MR676 Sloane and Grafton Street AC Patch Works at a tender price of \$614,981.88 (GST Inc) as outlined in the specification and documents in VP351840.**
- 3. The CEO is authorised to approve variations of up to 10% (\$61,498.2 GST Inc) for this project.**

CARRIED

16.2 OPERATIONAL PLAN 2023 - 2024**RESOLUTION 2023/81**

Moved: Cr Peter Walker
Seconded: Cr Steven Ruddell

That

- 1. The report of the Director of Corporate & Community Services on the Draft Operational Plan 2023/24 be received.**
- 2. The Draft Operational Plan 2023/24 and budget be approved for public exhibition.**
- 3. The Draft Operational Plan 2023/24 budget placed on public exhibition from 19 April 2023 until 19 May 2023 for wider community comment.**
- 4. Any submissions received be reported to Council at its meeting on 6 June 2023.**

CARRIED

16.3 REQUEST FOR FINANCIAL ASSISTANCE - ENDEAVOUR INDUSTRIES GOULBURN

At 6:25 pm, Cr Peter Walker left the meeting.

RESOLUTION 2023/82

Moved: Cr Steven Ruddell
Seconded: Cr Jason Shepherd

That

- 1. The report from the Director Corporate & Community Services on the Request for Financial Assistance – Endeavour Industries Goulburn Incorporated be received.**
- 2. Council provides a cash donation of \$5,000 to Endeavour Industries Goulburn Incorporated to be funded from the Financial Assistance budget.**

CARRIED

At 6:30 pm, Cr Peter Walker returned to the meeting.

16.4 MONTHLY FINANCIAL REPORT**RESOLUTION 2023/83**

Moved: Cr Bob Kirk
Seconded: Cr Michael Prevedello

That the report by the Director Corporate & Community Services on the Monthly Financial Report be received.

CARRIED

16.5 STATEMENT OF INVESTMENTS & BANK BALANCES

RESOLUTION 2023/84

**Moved: Cr Steven Ruddell
Seconded: Cr Bob Kirk**

That the report on the Statement of Investments and Bank Balances be noted.

CARRIED

16.6 GRANTS UPDATE

RESOLUTION 2023/85

**Moved: Cr Andrew Banfield
Seconded: Cr Jason Shepherd**

That the report on the grants update from the Senior Grants Officer and the Director of Corporate and Community Services be received and noted.

CARRIED

16.7 WATER CHARGES OUTSTANDING REPORT

RESOLUTION 2023/86

**Moved: Cr Michael Prevedello
Seconded: Cr Daniel Strickland**

That the report from the Administration Team Leader on Water Outstanding be received.

CARRIED

16.8 DEBTORS OUTSTANDING

RESOLUTION 2023/87

**Moved: Cr Bob Kirk
Seconded: Cr Steven Ruddell**

That the report from the Revenue Officer on Debtor Collections be received.

CARRIED

16.9 RATES OUTSTANDING REPORT

RESOLUTION 2023/88

**Moved: Cr Andy Wood
Seconded: Cr Steven Ruddell**

That the report from the Revenue Coordinator on Rates Outstanding be received.

CARRIED

At 6:36 pm, Cr Andrew Banfield left the meeting.

At 6:37 pm, Cr Andrew Banfield returned to the meeting.

16.10 MEETING NOTES GOULBURN COMMUNITY CENTRE WORKING PARTY - 28TH MARCH 2023

RESOLUTION 2023/89

Moved: Cr Steven Ruddell

Seconded: Cr Daniel Strickland

That:

1. The report from the Director Corporate & Community Services in relation to the Goulburn Community Centre Working Party Meeting Notes for the meeting held on 28th March 2023 be received.

CARRIED

16.11 EXTERNAL MEETING MINUTES

RESOLUTION 2023/90

Moved: Cr Bob Kirk

Seconded: Cr Jason Shepherd

That the report from the Chief Executive Officer on the following External Meeting Minutes be received:

1. Ardmore Park Quarry Consultative Committee Minutes 3 March 2023

CARRIED

16.12 COUNCILS OPERATIONAL UPDATE - MARCH 2023

RESOLUTION 2023/91

Moved: Cr Andrew Banfield

Seconded: Cr Steven Ruddell

That the report from the Chief Executive Officer on the Council's Operational Update for March 2023 be received and noted.

CARRIED

16 CLOSED SESSION

Council must resolve to move into Closed Session to deal with any items under s10 *Local Government Act 1993*.

MOTION

Moved: Cr Daniel Strickland

Seconded: Cr Jason Shepherd

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

Project Management Services - Reuse Goulburn Construction

This matter is considered to be confidential under Section 10A(2) - di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Council resolved into Closed Session at 6.51pm.

Council resolved into Open Council at 7.02pm.

RESOLUTION 2023/92

Moved: Cr Andrew Banfield

Seconded: Cr Jason Shepherd

1. That Council moves out of Closed Council into Open Council.
2. That the resolutions of the Closed Session meeting which were submitted to Closed Session in accordance with s10A Local Government Act 1993 be adopted.

CARRIED

PROJECT MANAGEMENT SERVICES - REUSE GOULBURN CONSTRUCTION

RESOLUTION 2023/93

Moved: Cr Daniel Strickland

Seconded: Cr Steven Ruddell

That

1. The report from the Director Utilities be received on the Project Management Services – Reuse Goulburn Construction.
2. Council approve Capital 2 Coast to provide project management assistance for the remainder of the RUG construction project based on the estimated completion time of 33 weeks at \$645,975 excl GST.
3. The Chief Executive Officer be given a delegated authority for variations equivalent to 4 weeks additional project management assistance to the value of \$78,300 excl GST.

CARRIED

17 CONCLUSION OF THE MEETING

The Meeting closed at 7.05pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 2 May 2023.

.....
Cr Peter Walker
Mayor

.....
Aaron Johansson
Chief Executive Officer

12 MATTERS ARISING

12.1 MATTERS ARISING FROM COUNCIL MEETING MINUTES FROM THE 18 APRIL 2023

Author: Chief Executive Officer


Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: Nil

12.2 OUTSTANDING TASK LIST FROM ALL PREVIOUS MEETINGS

Author: Chief Executive Officer

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Task List (Business Arising) 2 May 2023 [↓](#) 

RECOMMENDATION

That Council notes the Task List and authorises the deletion of completed tasks.

REPORT

Please find attached the Task List for matters resolved at previous Council meetings that are still currently under action.

OUTSTANDING TASK LIST



Item/Task	Responsible Officer	Status
<p><u>South Goulburn Threaten Species Master Plan</u> Review Master Plan</p>	Director Planning & Environment	Report being prepared for 2 nd Council Meeting in May.
<p><u>Water Treatment Plants – Goulburn</u> Seeking rezoning to allow expansion of Treatment Plants</p>	Director Planning & Environment	The consultant option report on sludge handling and backwash water management is being finalised by the consultant. Expected to be received in April 2023 to inform whether alternate options to rezoning are suitable. The Goulburn Planning Proposal remains ongoing.
<p><u>Draft Carr Confoy Plan of Management</u></p> <ul style="list-style-type: none"> • Submit draft plans of Management to DPI for Ministers written consent to publicly exhibit • Upon receipt of consent offer draft plans of management for community consultation for a period of 42 days • As part of community consultation process circulate PoMs to relevant organisations 	Director Corporate and Community Services	The public submission period closed on 11 April 2023 with submissions accepted up until 2 May 2023. Following close of submissions POM needs to be resubmitted to Department of Planning & Environment - Crown Lands. Final report expected to be presented to Council in June 2023.
<p><u>Transportation Asset Management Overview</u> Staff carry out an updated condition assessment of the road network to determine current condition scores with findings presented to Council in a future report.</p>	Operations Directorate	Will provide Councillors with a briefing on good Asset Management in May 2023

13 MAYORAL MINUTE(S)

Nil

14 NOTICE OF MOTION(S)

Nil

15 NOTICE OF RESCISSION(S)

Nil

16 REPORTS TO COUNCIL FOR DETERMINATION

16.1 VP331751 - KINGHORNE STREET & ALBERT STREET ROUNDABOUT

Author: Business Manager Community Facilities
 Director Operations

Authoriser: Aaron Johansson, Chief Executive Officer

- Attachments:**
1. VP331751 RFQ Evaluation Report - Confidential
 2. Budget Overview - Confidential
 3. Council Report VP331751 20 December 2022  

Link to Community Strategic Plan:	18. Our Infrastructure IN3 Maintain and improve road infrastructure and connectivity.
Cost to Council:	Nil cost to Council. Project funded through 2021/22 Australian Government Blackspot Funding Program for \$584,797.00
Use of Reserve Funds:	Nil

RECOMMENDATION

1. That the report from Business Manager Community Facilities on VP331751 for the construction of the Kinghorne Street and Albert Street Roundabout be received.
2. Council accepts the original tender from Form and Pour Constructions
3. The Request For Quotation from Form and Pour Constructions is accepted for the for the construction of Kinghorne Street and Albert Street Roundabout in accordance with the specification and documents for VP 331751 for the lump sum price of \$ 506,904.55 ex GST.
4. The Chief Executive Officer is authorised to approve variations up to 10% (\$50,690.00 ex GST), for this project.

BACKGROUND

Request For Quotation (RFQ) were called for on 21 October 2022 through VP331751 for the construction of the Kinghorne Street and Albert Street Roundabout. RFQ documentation were sent to three approved Minor Civil Works Panel Members (Minor Civil Works Panel Tender No. 2021T0016). The RFQ closed on 22 November, with only two submissions received.

At its meeting on 20 December 2022 Council resolved:

That

1. *The report from Acting Director Operations on VP331751 for the Construction of Kinghorne Street & Albert Street Roundabout be received.*
2. *Council decline to accept the tenders from both respondents, Denrith Pty Ltd and Form and Pour Constructions for the construction of Kinghorne Street & Albert Street Roundabout.*
3. *Council to review the scope of the Kinghorne Street & Albert Street Roundabout Project with the funding partners, with the objective of reducing the capital costs.*
4. *Council resolve not to invite new fresh tenders or applications as referred to in Clause 178 (3) (e) (Local Government Regulation) due to:*
 - *Limited interest from the market during the initial tender phase.*
 - *Time and cost implications to Council required to undertake another tender process.*

5. *Council resolve to enter into negotiations with Form and Pour Constructions on an amended scope with a view to recommending a preferred option: Due to:*
 - *Form and Pour ranked highest in the overall value for money evaluation*
6. *If negotiations are unsuccessful with Form and Pour Constructions then Council invite fresh tenders.*
7. *The outcome of the negotiations with Form and Pour Constructions be presented back to Council at later Council meeting for Council's consideration*

The VP331751 report of the Ordinary Council Meeting on 20 December 2022, for the construction of a roundabout at Kinghorne Street and Albert Street Roundabout, can be found in Attachment 3.

This report summarises the outcome of the negotiations with Form and Pour Constructions, and approvals from the grant funding organisation. The report also provides the evaluation summary from the original procurement process for review by Council.

REPORT

A meeting was held with representatives from Form and Pour Constructions on 20 March 2023, to review the design and methodology for the proposed roundabout and associated infrastructure at the intersection of Kinghorne and Albert Street. The outcome from the meeting was a revised scope of works and methodology that presented potential minor price reductions to complete the project.

The outcome from this meeting was presented to the Australian Government Blackspot Funding Program (funding body), who reviewed the proposal. After reviewing the proposal, the funding body did not support any amendments to the original scope of works. The funding body requested that council submit a variation in line with the original scope of works and tendered amount. The request for variation for an additional 167,937.00 was accepted by the funding body, to complete the works in line with the original scope of works as per VP331751.

15.5 VP331751 - KINGHORNE STREET & ALBERT STREET ROUNDABOUT

Author: Acting Director Operations

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. VP331751 RFQ Evaluation Report-Confidential.pdf - Confidential

Link to Community Strategic Plan:	18. Our Infrastructure IN3 Maintain and improve road infrastructure and connectivity.
Cost to Council:	The project is being funded by Australian Government through the BlackSpot Funding Program for \$416,860.
Use of Reserve Funds:	Nil

RECOMMENDATION

That

1. The report from Acting Director Operations on VP331751 for the Construction of Kinghorne Street & Albert Street Roundabout be received.
2. Council decline to accept the tenders from both respondents, Denrith Pty Ltd and Form and Pour Constructions for the construction of Kinghorne Street & Albert Street Roundabout.
3. Council to review the scope of the Kinghorne Street & Albert Street Roundabout Project with the funding partners, with the objective of reducing the capital costs.
4. Council resolve not to invite new fresh tenders or applications as referred to in Clause 178 (3) (e) (Local Government Regulation) due to:
 - Limited interest from the market during the initial tender phase.
 - Time and cost implications to Council required to undertake another tender process.
5. Council resolve to enter into negotiations with Form and Pour Constructions on an amended scope with a view to recommending a preferred option: Due to:
 - Form and Pour ranked highest in the overall value for money evaluation
6. If negotiations are unsuccessful with Form and Pour Constructions then Council invite fresh tenders.
7. The outcome of the negotiations with Form and Pour Constructions be presented back to Council at later Council meeting for Council’s consideration

BACKGROUND

Kinghorne Street Goulburn is an important and busy road within the city of Goulburn providing an east-west transit route which bypasses the CBD. The junction of Kinghorne and Albert Streets is a typical residential intersection with Kinghorne Street having right of way with access from Albert Street being controlled by give way signs.

There have been 3 recorded traffic crashes at the intersection over the past 7 years, all of which resulted in injury. In the approach to Kinghorne St along Albert St, Kinghorne St is the first point where motorists must give way in both directions, with failure to give way causing all three crashes noted. Council applied for and succeeded in acquiring the grant funding through Australian Government Black Spot Program to provide a roundabout at this intersection.

This report summarises the responses received for the Construction of Kinghorne St & Albert Street Roundabout works in accordance with Request for Quotation (VP331751) and recommends a preferred path forward to undertake the proposed works.

REPORT

This report is to summarise the quotes received for the construction of Kinghorne Street & Albert Street Roundabout under VP331751 and recommend a preferred path forward to undertake the proposed works.

Request For Quotations (RFQ) were called for on 21 October, 2022 through VP331751 Kinghorne Street and Albert Street Roundabout. RFQ documentation were sent to 3 approved Minor Civil Works Panel Members (Minor Civil Works Panel Tender No. 2021T0016).

The RFQ closed on 22 November, 2022 and submissions were received from the following companies:

Company	Address
Denrith Pty Ltd	17090 Hume Highway Goulburn, 2580 New South Wales. Australia
Form and Pour Constructions	1799 The Horsley Drive Horsley Park. 2175 New South Wales. Australia

An evaluation panel established comprising of:

- Project Engineer Operations (Chair);
- Business Manager Projects principal; and
- Construction Engineer.

The evaluation process was carried out by the panel following the process as outlined in the Evaluation Plan. The Evaluation Plan was completed, reviewed and signed by all members of the Evaluation Panel and approved by authorised executive officers.

The panel met to determine whether the tenders were conforming to mandatory submission requirements. For this evaluation, both the tenders were deemed conforming. The panel then completed the detailed evaluation of all criteria in accordance with the following weightings:

- Company Capability and Resourcing 10%
- Project Appreciation and Methodology 15%
- Program of Work 10%
- Management Systems 5%
- Price 60%

The overall Value for Money was assessed, and the overall ranking was determined to be:

Ranking	Tenderer
1	Form and Pour Constructions
2	Denrith Pty Ltd

The Evaluation panel was satisfied that both the companies considered for detailed evaluation could meet the requirements outlined in the RFQ documentation.

Overall, both Denrith Pty Ltd and Form and Pour Constructions scored well against the Non-Price criteria with Denrith Pty Ltd surpassing Form and Pour Construction and considered to have low risk associated with their submission. It is the Price criteria which brought Form and Pour ahead overall.

Form and Pour Constructions have the relevant previous experience, availability of machinery and experienced teams, well developed project appreciation and methodology and suitable management systems.

Denrith Pty Ltd price submission exceeded the project budget significantly compared to Form and Pour Construction. Given that Form and Pour Construction are much closer to the allocated budget, the evaluation panel considered that Form and Pour Construction are more likely to meet Council's budget expectations during a scope reduction process.

Based on the scope review to identify cost reduction opportunities it is proposed that Council initially enter into direct negotiations with Form and Pour Constructions with a view to achieving a reduced price. Should these negotiations be unsuccessful then it would be proposed to invite fresh tenders.

In accordance with Local Government Regulation 2005,

Clause 178.3 A Council that decides not to accept any of the tenders for a proposed contact or receives no tenders for the proposed contacts must, by resolution do one of the following:

- (a) postpone or cancel the proposal for the contract,
- (b) invite, in accordance with clause 167 , 168 or 169, fresh tenders based on the same or different details,
- (c) invite, in accordance with clause 168, fresh applications from persons interested in tendering for the proposed contract,
- (d) invite, in accordance with clause 169, fresh applications from persons interested in tendering for contracts of the same kind as the proposed contact,
- (e) enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contact in relation to the subject matter of the tender
- (f) carry out the requirements of the proposed contract itself.

Clause 178.4 If a council resolves to enter into negotiations as referred to in subclause (3) (e) , the resolution must state the following:

- (a) the council's reasons for declining to invite fresh tenders or applications as referred to in subclause (3) (b) – (d),
- (b) the council's reasons for determining to enter into negotiations with the person or persons referred to in subclause (3) (e)

The Evaluation Report is included with the Closed Session reports in accordance with s10A(2)(d) Local Government Act 1993 as it contains commercial information that would, if disclosed, prejudice the commercial position of the person who supplied it. It is not appropriate for this to be provided in an Open Session as it relates to tender information.

16.2 VP347427 STABILISED HEAVY PATCHING RURAL ROADS

Author: Acting Business Manager Works

Director Operations

Authoriser: Aaron Johansson, Chief Executive Officer

- Attachments:**
1. VP347427 RFQ Evaluation Report - Confidential
 2. Appendix A - VP347427 Response Evaluations - Confidential

Link to Community Strategic Plan:	18. Our Infrastructure IN3 Maintain and improve road infrastructure and connectivity.
Cost to Council:	The allocated budget for this project is \$2,555,601.00 (GST excl). Works are funded through NSW RLRRP Grant \$2,335,601 and Council Operational Maintenance budget of \$220,000. FA100188 Unsealed Rural Road Maintenance-\$110,000 FA100187 Sealed Rural Roads Maintenance -\$110,000
Use of Reserve Funds:	Nil

RECOMMENDATION

That:

1. The report from the Acting Business Manager of Works on the VP347427 for Stabilised Heavy Patching, Rural Roads be received.
2. The Request for Quotation from Denrith Pty Ltd be accepted for the Stabilised Heavy Patching Rural Roads at a tender price of \$2,548,661.23 (GST Excl) as outlined in the specification and documents in VP347427.
3. Council endorses the transfer of the \$220,000 (GST excl) budget from Operational Maintenance budget of unsealed and sealed rural road maintenance to complete the full scope of the project (VP347427).
4. The Chief Executive Officer is authorised to approve variations of up to 10% (\$254,866.12 GST Excl) for this project.

BACKGROUND

In February 2023, Goulburn Mulwaree Council was successful in securing \$2,335,601.00 grant funding under the Regional and Local Roads Repair Program (RLRRP). The RLRRP is a \$500 million program funded by the NSW Government to support councils to undertake urgent repairs to their road network, which have been significantly impacted by severe flooding, storm damage and persistent wet weather events during 2022. Additionally, \$220,000 has been allocated from Council operational maintenance budget of unsealed and sealed rural road maintenance to cover full scope of the works.

REPORT

This report is to summarise the responses received and recommend a successful contractor to undertake Stabilised Heavy Patching Works on Rural Roads.

Council undertook a Request for Quotation (RFQ) in accordance with Section 55 of the Local Government Act, 1993, Local Government (General) Regulation, 2005 and Tendering Guidelines of NSW Local Government (General) Regulation, 2009. For this project, the prescribed person

(organisation) responsible for the contract was Local Government Procurement under the existing LGP Bitumen, Emulsions + Asphalt Materials Panel (LGP213-2).

Request for Quotations were called for on 3 March 2023 through VP347427 Stabilised Heavy Patching Rural Roads. RFQ documentation was sent to four members of the Prescribed Bitumen, Emulsions + Asphalt Materials Panel (LGP213-2) Panel.

The RFQ closed on 28 March 2023. Submissions were received from the following companies:

Company	Address
Denrith Pty Ltd	282 Carrick Road, Goulburn 2580
Downer EDI Works Pty Ltd	52 Eastern Creek Drive, Eastern Creek 2766
Roadworx Surfacing Pty Ltd	56 Marley Place Unanderra NSW 2526

A Tender Evaluation Panel (TEP) was established. The TEP consisted of:

- Acting Business Manager Works (Chair)
- Business Manager Community Facilities
- Maintenance Engineer

The evaluation process was carried out by the panel following the process as outlined in the Evaluation Plan. The Evaluation Plan was completed, reviewed, and signed by all members of the Evaluation Panel and approved by authorised executive officers.

The final Evaluation Report is attached to this Council report as a confidential attachment due to the commercial in confidence nature of the information.

The panel met to determine whether the tenders were conforming to mandatory submission requirements. For this evaluation all three tenders were deemed conforming. The panel then completed the detailed evaluation of all criteria in accordance with the following weightings:

- Project Appreciation and Methodology 25 %
- Program of Work 25 %
- Price 50 %

The overall Value for Money was assessed, and the overall ranking were determined as follows:

Ranking	Tenderer
1	Denrith Pty Ltd
2	Roadworx Surfacing Pty Ltd
3	Downer EDI Works Pty Ltd

The Evaluation panel was satisfied that all companies considered for detailed evaluation could all meet the requirements outlined in the RFQ documentation.

The Evaluation panel determined that Denrith Pty Ltd response was generally well considered with the evaluation panel determining that the contractor posed a low level of risk and a high level of confidence in the claims that they made in their proposal. The quotes and rates received varied in content and value for money but based on the individual service required and the evaluation report the Evaluation panel recommends that Council approves Denrith Pty Ltd as the preferred contractor for the Stabilised Heavy Patching Rural Road Works.

The Evaluation Report is included with the Closed Session reports in accordance with s10A(2)(d) *Local Government Act 1993* as it contains commercial information that would, if disclosed, prejudice the commercial position of the person who supplied it. It is not appropriate for this to be provided in an Open Session as it relates to tender information.

16.3 MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 6 APRIL 2023**Author:** Director Operations**Authoriser:** Aaron Johansson, Chief Executive Officer**Attachments:** 1. Minutes of the Traffic Committee Meeting held on 6 April 2023**RECOMMENDATION**

That:

1. The report from Director Operations in regard to the Traffic Committee minutes from Thursday 6 April 2023 be received.
2. An apology from Mr Matthew Hinton - Inspector in Charge, Sergeant Adam Churchill, Snr Constable Hayley Upton, Mr George Angelis -Director Operations be received and leave of absence granted.
3. The Traffic Committee minutes from Thursday 2 February 2023 be confirmed.
4. The report from the Road Safety and Traffic Officer on the Ongoing Task List be received and the information noted. Items marked as completed will be removed from the task list
5. The report on the programs and activities of the Road Safety and Traffic Officer for February to March 2023 be received and noted.
6. The report from the Road Safety and Traffic Officer on the request to change two parallel parking spaces on Church Street Goulburn, closest to the Bourke Street intersection, from all-day parking to 2-hour timed parking be received and approved.
7. The report from the Road Safety and Traffic Officer on the Fathering Project Classic Ride be received and noted.
No major issue with either event from TfNSW. The Apple Festival will require a Road Opening Licence (ROL) and the Fathering Project will need Police approval.
8. The report from the Road Safety and Traffic Officer on the Traffic Guidance Scheme for the ANZAC Day March be received and approved.
9. The report from the Road Safety and Traffic Officer on the Traffic Guidance Scheme for the Tallong Apple Festival to be held on Sunday 7 May 2023 be received and approved.
10. The report from the Road Safety and Traffic Officer on the request for No Parking to be placed on the Western side of Addison Lane be received and approved.

REPORT

The purpose of this report is to advise Council and seek support of the considerations and recommendations of the Local Traffic Committee (LTC).

Please find attached the Minutes of the LTC from its meeting 6 April 2023 - Attachment 1



OUR VISION & VALUES ONE TEAM DELIVERING WITH

PRIDE

Passion | Respect | Innovation | Dedication | Excellence

OUR MISSION TO BE EASY TO DO BUSINESS WITH

MINUTES

Traffic Committee Meeting

6 April 2023

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**MINUTES OF GOULBURN MULWAREE COUNCIL
TRAFFIC COMMITTEE MEETING
HELD AT THE HETHERINGTON STREET WORKS DEPOT, WINDELLAMA ROOM
ON THURSDAY, 6 APRIL 2023 AT 9.00AM**

PRESENT: Cr Andrew Banfield, Cr Steven Ruddell, Mrs Annette Perram, A/Inspector Matthew Donoghue, Sergeant Robert Pride, Mrs Tracey Norberg - Road Safety Officer GMC

IN ATTENDANCE:

Mr Jonathan Chinomona (GMC), Ms Stacey Scott (PBC), Mrs Tash Woods (GMC) - Minutes

1 APOLOGIES

COMMITTEE RESOLUTION 2023/13

Moved: Cr Andrew Banfield

Seconded: Cr Steven Ruddell

That an apology from Mr Matthew Hinton - Inspector In Charge, Sergeant Adam Churchill and Snr Constable Hayley Upton, Mr George Angelis be received and leave of absence granted.

CARRIED

2 LATE ITEMS / URGENT BUSINESS

Nil

3 DISCLOSURE OF INTERESTS

Nil

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 2 FEBRUARY 2023

COMMITTEE RESOLUTION 2023/14

Moved: Cr Steven Ruddell

Seconded: Mrs Annette Perram

That the Traffic Committee minutes from Thursday 2 February 2023 be confirmed.

CARRIED

5 ITEMS FOR CONSIDERATION

5.1 ONGOING TASK LIST

COMMITTEE RESOLUTION 2023/15

Moved: Cr Andrew Banfield

Seconded: A/Inspector Matthew Donoghue

That:

1. The report from the Road Safety and Traffic Officer on the Ongoing Task List be received and the information noted.
2. Items marked as completed will be removed from the task list

Responsible Officer	Task	Report by/Status
Road Safety and Traffic Officer (RSTO)	Follow up with Goulburn Show Committee submitted Road Occupancy License.	10 February 2023 Completed
Road Safety and Traffic Officer (RSTO)	Contact Marulan Anzac Committee to discuss required Traffic Guidance Scheme	17 February 2023 Completed
Business Manager Assess and Design	Investigation of costing to extend the traffic island on Auburn St, at the exit of Hungry Jack.	6 April 2023 Design complete, proposal cost \$55,100. Budget consideration 23/2024 Completed
Road Safety and Traffic Officer (RSTO)	Liaise with community groups on the requirement to provide traffic guidance schemes and traffic management plans for events in a timely manner for endorsement by Council	6 April 2023 Completed
Road Safety and Traffic Officer (RSTO)	Motorcycle parking in Auburn St requires further investigation to meet safety standards 6/4/23 – request to investigate alternate parking locations including mid-street eg Verner & Goldsmith Streets	6 April 2023 Will be investigate and a report will be brought back to the GMC Traffic Committee. Investigation continue with Director Operations.
Road Safety and Traffic Officer (RSTO)	Provide speed trailer data to Cr Ruddell for Dixon St.	10 February 2023 Completed
Road Safety and Traffic Officer (RSTO)	Place speed trailer back at Dixon St for further data capture.	5 October 2023 Trailer placed in May and data to October 2023 Traffic Committee Meeting.

Road Safety and Traffic Officer (RSTO)	Investigate cost feasibility for a wombat or pedestrian crossing at Goulburn East (Eastgrove) Public School	6 April 2023 Received quotes to have Road safety Audits done on all schools. Awaiting funding to complete these. Correspondence sent to resident.
Road Safety and Traffic Officer (RSTO)	Review signage at pedestrian crossings	Tranche three completed Awaiting for tranche four
Road Safety and Traffic Officer (RSTO)	Trial speed cushions at roundabouts at the Bourke/Clifford St & Bourke /Goldsmith St	Briefing to go to Councilors 11 April. Completed
Road Safety and Traffic Officer (RSTO)	Investigate the installation of a pedestrian crossing on Bourke Street in front of the Civic Centre.	Still under investigation. Will assess when speed cushions are installed.
BM Design & Assets	Feasibility study to be undertaken on Austin Martin Drive regarding left hand turn from culdesac and requirements for land acquisition.	1 June 2023 Draft received with 3 proposals and cost, currently under review.
BM Design & Assets	Site specific plans required for proposed disabled car parks in Faithful Street and Goldsmith Street	1 December 2022 Plans have been shared with the Traffic Committee members and feedback received. Project being considered under FY 2023/24 Capital Budget. Completed
Roads Safety & Traffic Officer	RSTO to arrange with GMC Planning to inform the applicant of Item 5.8 that contact will be required with TfNSW in regard to the speed reduction requested in the DA for Cartwright Place	1 December 2022. Currently with Councils Planning department

CARRIED

5.2 ROAD SAFETY AND TRAFFIC OFFICERS REPORT FOR PROGRAMS FEBRUARY TO MARCH 2023

COMMITTEE RESOLUTION 2023/16

Moved: Cr Andrew Banfield

Seconded:A/Inspector Matthew Donoghue

That that the report on the programs and activities of the Road Safety and Traffic Officer for February to March 2023 be received and noted.

CARRIED

5.3 REQUEST FOR CHANGE TO TIMED PARKING IN CHURCH STREET

COMMITTEE RESOLUTION 2023/17

Moved: Cr Andrew Banfield

Seconded:A/Inspector Matthew Donoghue

That:

- 1. The report from the Road Safety and Traffic Officer on the request to change two parallel parking spaces on Church Street Goulburn, closest to the Bourke Street intersection, from all-day parking to 2-hour timed parking be received.**
- 2. The report from the Road Safety and Traffic Officer on the request to change two parallel parking spaces on Church Street, closest to the Bourke Street intersection, from all-day parking to 2-hour timed parking be approved.**

CARRIED

5.4 THE FATHERING PROJECT CLASSIC RIDE**COMMITTEE RESOLUTION 2023/18****Moved: Mrs Annette Perram****Seconded: Cr Andrew Banfield****That:**

- 1. The report from the Road Safety and Traffic Officer on the Fathering Project Classic Ride be received and noted.**
- 2. No major issue with either event from TfNSW. The Apple Festival will require an ROL and the Fathering Project will need Police approval.**

Comments from TfNSW

All riding events that transverse the Hume Hwy from Highland Way past Marulan are advised of the following:

- Highland Way and Hume Hwy intersection is at grade. All event participants to use caution when entering southbound carriageway of Hume Hwy from Highland Way. Event to consider traffic control.**
- Hume Hwy - High volume interstate motorway traffic, heavy vehicles including B-doubles and local traffic. Dual lane divided carriageway, 110km/h speed limit. Trucks entering & leaving Heavy Vehicle Checking Station. When breakdown lanes are provided, riders should ride in this lane if possible.**

CARRIED**5.5 TRAFFIC GUIDANCE SCHEME FOR ANZAC DAY MARULAN 2023****COMMITTEE RESOLUTION 2023/19****Moved: Cr Andrew Banfield****Seconded: Mrs Annette Perram**

That the report from the Road Safety and Traffic Officer on the Traffic Guidance Scheme for the ANZAC Day March be received and approved.

CARRIED**5.6 TRAFFIC GUIDANCE SCHEME FOR TALLONG APPLE FESTIVAL 2023****COMMITTEE RESOLUTION 2023/20****Moved: Cr Andrew Banfield****Seconded: Mrs Annette Perram**

That the report from the Road Safety and Traffic Officer on the Traffic Guidance Scheme for the Tallong Apple Festival to be held on Sunday 7 May 2023 be received and approved.

CARRIED

5.7 REQUEST FOR NO PARKING ALONG THE WESTERN SIDE OF ADDISON LANE**COMMITTEE RESOLUTION 2023/21****Moved: Cr Andrew Banfield****Seconded: A/Inspector Matthew Donoghue**

That the report from the Road Safety and Traffic Office on the request for No Parking to be placed on the Western side of Addison Lane be received and endorsed.

CARRIED**6 GENERAL BUSINESS****6.1 GENERAL BUSINESS**

The following items have been raised in general business.

Cr Steve Ruddell – Goulburn Mulwaree Council

Requested update on Sloane Street speed reduction from 60km/h to 50km/hr – currently being reviewed by TfNSW who will provide an update when review completed. Note: This drop in speed from 60km/h to 50km/h is for the area around the Belmore Park and train station area. It would also bring speeds limits to be consistent with Finlay Road and most of other local street speeds.

Rosemont Road & Boxers Creek Road – further correspondence has been received from residents regarding the amount of heavy vehicle movements on these roads. Traffic counters have been put in place and awaiting for the counter data to be complete for reporting back to Traffic Committee.

7 ACTION LIST**7.1 ACTION LIST FROM CURRENT MEETING 6 APRIL 2023**

The table below includes the tasks arising from previous meetings.

Responsible Officer	Task	Report by/Status
Road Safety and Traffic Officer (RSTO)	Motorcycle parking in Auburn St requires further investigation to meet safety standards 6/4/23 – request to investigate alternate parking locations including mid-street eg Verner & Goldsmith Streets	6 April 2023 Will be investigate and a report will be brought back to the GMC Traffic Committee. Investigation continue with Director Operations.
Road Safety and Traffic Officer (RSTO)	Place speed trailer back at Dixon St for further data capture.	5 October 2023 Trailer placed in May and data to October 2023 Traffic Committee Meeting.
Road Safety and	Investigate cost feasibility for a wombat or	6 April 2023

Traffic Officer (RSTO)	pedestrian crossing at Goulburn East (Eastgrove) Public School. To improve in the intrum the school has received refreshed line marking, new flag poles. A request has been submitted for TfNSW to move flashing light and a link has been provided for them to apply for school crossing supervisor.	Received quotes to have Road safety Audits done on all schools. Awaiting funding to complete these. Correspondence sent to residence updating them.
Road Safety and Traffic Officer (RSTO)	Review signage at pedestrian crossings	Tranche three completed. Awaiting for tranche four
Road Safety and Traffic Officer (RSTO)	Investigate the installation of a pedestrian crossing on Bourke Street in front of the Civic Centre.	Still under investigation. Will assess when speed cushions are installed.
BM Design & Assets	Feasibility study to be undertaken on Austin Martin Drive regarding left hand turn from culdesac and requirements for land acquisition.	1 June 2023 Draft received with 3 proposals and cost, currently under review.
Roads Safety & Traffic Officer	RSTO to arrange with GMC Planning to inform the applicant of Item 5.8 that contact will be required with TfNSW in regard to the speed reduction requested in the DA for Cartwright Place	1 December 2022. Currently with Councils Planning department

The Meeting closed at 9.42am.

The minutes of this meeting were confirmed at the Traffic Committee Meeting held on 1 June 2023.

.....
CHAIRPERSON

16.4 REQUEST FOR FINANCIAL ASSISTANCE - TALLONG APPLE DAY FESTIVAL

Author: Director Corporate & Community Services

Authoriser: Aaron Johansson, Chief Executive Officer

Attachments: 1. Request for Financial Assistance - Tallong Apple Day Festival [↓](#) 

Link to Community Strategic Plan:	12. Our Community CO2 Encourage and facilitate active and creative participation in community life.
Cost to Council:	Funds are available in the budget for donations made under the Financial Assistance Policy. There is currently a budget of \$80,000 for grants issued under this policy. Approval of the recommendations contained within this business paper would leave a remaining amount of \$23,079 for future contributions
Use of Reserve Funds:	Not applicable. Budgeted amount funding from revenue.

RECOMMENDATION

That:

1. The report from the Director Corporate & Community Services regarding the request for Financial Assistance be received.
2. Council funds support to the Tallong Apple Day Festival with a cash donation to the value of \$5,000 funded from the Financial Assistance budget.
3. Council also funds the traffic management control costs for the Tallong Apple Day Festival out of the Operations Directorate Events Support budget.

BACKGROUND

At its meeting on 21 June 2022, Council adopted the new Financial Assistance and Reduction or Waiver of Council Fees & Charges Policy. Under this Policy, applications seeking funding for amounts greater than \$1,000 are reported to Council for approval.

REPORT

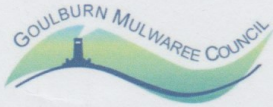
The Tallong Community Focus Group are seeking “in-kind” support to assist with the Tallong Apple Day Festival which is being held on Sunday 7th May 2023. The application, which is attached for Council’s consideration is seeking support of \$10,000.

In 2022 funding was provided towards the Tallong Apple Day Festival from the funds allocated to Goulburn Mulwaree Council under the Reconnecting Regional NSW – Community Events Fund, this funding is not available in 2023.

The application (at the time of this report being prepared) does not provide detail on the “in-kind” services required from Council for the 2023 event, nor does it provide any information on traffic control. In previous years, a break-up of all services required has been obtained from the event booking, however an event booking has not been provided for the 2023 event.

Due to the lack of information submitted with this application, it is recommended that a \$5,000 cash donation be provided for the Tallong Community Focus Group to use towards their expenses for the event. It is also recommended that Council fund the traffic management for the event as per previous practice.

It is important to note that prior to the event taking place, the Tallong Community Focus Group is required to submit a Traffic Management Plan to Council.



Application for Financial Assistance Reduction or Waiver of Council Fees & Charges

Applicant / Organisation Details

Name:	Tallong Community Focus Group.
Address:	PO Box 141 Marulan 2579 NSW.
Contact Person:	Christine Wursten
Telephone:	0418648610
Email Address:	tallongappledayfestival@gmail.com theshedmaruland@gmail.com

Amount Applied for (including GST if applicable)

\$ 10,000 (in kind)

Which Funding Stream are you applying under? (Please select below)

Financial Assistance for Community Events and/or projects
(See below)

Mayor's Discretionary Fund
(See below)

Please select if the request for a fee waiver or reduction:

Funding Principles:

Funding is available under the following funding streams:

- **Financial Assistance for Community Events, Projects and Representation**
Financial contribution to assist with the cost of a community event and/or project or to assist individuals/groups representing their community.

This stream is made available for:

- Funding requested by community and/or charitable organisations for events that do not satisfy the criteria under the *Event Development Funding Policy*.
- Funding requested by community and/or charitable organisations for projects that add value to the community.
- Financial support requested by members of the community to represent or participate in events (both sporting and cultural) at a national or international level.

Funding under this stream will be capped at \$10,000 and may be in the form of financial contribution, in-kind support or up to 50% fee waiver for Council venue hire.

Application for Financial Assistance

Other Grant Funding

Please provide details of funding received from other sources either approved or pending.

Tallong Apple is also funded by Boral, Cunliffe & Holcim. We also ask some businesses to sponsor (whatever they can). We noticed in 2022 it was difficult to get sponsorship and without extra funds from Grant & CMC it would have been impossible to hold the event. Whilst we will be doing our best to again raise sponsorship dollars to help cover costs we ask for any funding available would be greatly appreciated.

Application for Financial Assistance

Application for Financial Assistance

Description of the Project, Service or Event (attach additional pages if space is insufficient)

When completing this section please provide as much information as possible including details on the following where applicable:

- What identified community need does this project seek to fulfil?
- If an event, what are the benefits to the Goulburn Mulwaree area e.g. number of visitors
- Who will benefit from the project/event (include target groups and/or users & attach letters of support if applicable)

The Tallong Apple Day Festival is well known for being a very family affordable festival which brings our community together.

The aim is to raise funds to put back into our community. The community maintain the Jim Watling Walkway & Nature Reserve. Funds go towards our local Tallong History Book being re-published & purchasing historic items. We encourage all local community groups to join us on apple day giving them the opportunity to fundraise and give back to the community members in many ways.

Last year was extremely tough in preparation and the extra support & help given by CMC was very much appreciated & needed.

This year we are very conscious of the economy and significant financial challenges and have made changes accordingly. We are proud to say this will be our 16th TAD run by volunteers & the Tallong Community.

Application for Financial Assistance

Financial Information

For applications seeking funding of \$5,000 and above, the application **must** be accompanied by financial statements.

Application checklist – Please complete before signing the Declaration

- Have you read and understood the guidelines?
- Have you completed ALL sections of the application form?
- Have you attached all relevant supporting information?
- Have you included ALL Financial Information if applicable?
- Has the application been signed?
- Have you kept a copy of your application for your own records?

Declaration

I/We certify that, to the best of my/our knowledge, the information of this application is true and correct

Signature	<i>C Wursten</i>	Signature	<i>Kerry Lawrence</i>
Name	<i>Christine Wursten</i>	Name	<i>Kerry Lawrence</i>
Position	<i>President</i>	Position	<i>Vice president</i>

NOTES

- All applications are to be returned to Goulburn Mulwaree Council, Locked Bag 22 Goulburn NSW 2580
- **Incomplete applications or applications with insufficient information will not be accepted.**

Council collects personal information only for a lawful purpose that is directly related to Council's functions and activities. Council is required under the Privacy and Personal Information Protection Act 1998 (PPIA) to collect, maintain and use your personal information in accordance with the Privacy Principles and other relevant requirements of the PPIPA. For further information or clarification please contact Council's Governance Office or refer to Council's Privacy Management Policy at www.goulburn.nsw.gov.au

17 CLOSED SESSION

Council must resolve to move into Closed Session to deal with any items under s10 *Local Government Act 1993*.

There were no closed session reports for determination.

18 CONCLUSION OF THE MEETING

The Mayor will close the meeting.