

## MEETING NOTICE

The **Ordinary Meeting** of  
**Bayside Council**  
will be held by  
Audio Visual Link  
on **Wednesday 8 April 2020** at **7.00 pm**

## AGENDA

**1 ACKNOWLEDGEMENT OF COUNTRY**

**2 OPENING PRAYER**

**3 APOLOGIES**

**4 DISCLOSURES OF INTEREST**

**5 MINUTES OF PREVIOUS MEETINGS**

5.1 Minutes of the Council Meeting - 11 March 2020 .....3

5.2 Minutes of the Extraordinary Council Meeting - 1 April 2020 ..... 19

**6 MAYORAL MINUTES**

Nil

**7 PUBLIC FORUM**

Members of the public, who have applied to speak at the meeting and have provided a written submission, will have their written submissions read out at the meeting.

There will be no members of the public in attendance at the meeting, however, the meeting will be live streamed on Council's Facebook page for the benefit of the public.

Any item the subject of the Public Forum will be brought forward and considered after the conclusion of the speakers for that item.

**8 REPORTS**

8.1 Rate relief for ratepayers impacted by COVID-19 .....24

8.2 Planning Proposal - 152 Bunnerong Road, Eastgardens .....27

8.3 Proposed Sale of 429 Princes Highway, Rockdale .....73

8.4 Temporary Parking Arrangements - Response to COVID-19 - Permit  
Parking Areas, Work Zones and No Parking .....82

8.5 Tender - Botany Aquatic Centre Lead Design Consultant .....85

8.6 Tender - Botany Town Hall Access Improvements .....92

8.7 Tender - Brighton Baths Building Refurbishment Works .....95

8.8 Tender - Swinbourne Street Neighbourhood Centre and Retaining Wall .....98

8.9 Response to Question - Councillor Printing ..... 102

8.10 Disclosure of Interest Return ..... 104

**9 MINUTES OF COMMITTEES**

9.1 Minutes of the Risk & Audit Committee Meeting - 27 February 2020 ..... 106

9.2 Minutes of the Bayside Traffic Committee Meeting - 1 April 2020 ..... 112

**10 NOTICES OF MOTION**

Nil

**11 QUESTIONS WITH NOTICE**

The meeting will be video recorded and live streamed to the community via Council's Facebook page, in accordance with Council's Code of Meeting Practice.

Meredith Wallace  
**General Manager**

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## Council Meeting

8/04/2020

Item No	8.1
Subject	<b>Rate Relief for Ratepayers Impacted by COVID-19</b>
Report by	Michael Mamo, Director City Performance
File	F16/259

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## Summary

At the Extra-Ordinary meeting of Council on 1 April 2020, it was requested a report be provided to the next Council meeting with options for providing relief to residential and business ratepayers by way of waiving new interest charges on overdue rates for those ratepayers who are experiencing financial hardship as a consequence of the current COVID-19 pandemic.

This report responds to this request and proposes temporary relief options to be applied to those ratepayers (residential, business and farmland) experiencing financial hardship as a consequence of the COVID-19 pandemic.

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## Officer Recommendation

- 1 That Council allow ratepayers experiencing financial hardship as a consequence of the COVID-19 pandemic the option to defer the payment of their rates and annual charges until 30 June 2020 based on providing to Council a copy of the supporting documentation required by Federal and State Government agencies for COVID-19 financial support due to unexpected financial hardship.
  - 2 That Council reduce the interest rate applicable on overdue rates and annual charges from 7.5% to 0% for the period 1 April 2020 to 30 June 2020 for ratepayers who meet the deferral requirements and establish and maintain an agreed payment plan.
  - 3 That Council ceases formal legal recovery proceedings otherwise required under Council's Rates & Sundry Charges Recovery Policy until 30 June 2020.
  - 4 That the General Manager be delegated authority to extend the above dates should the Public Health Orders dealing with COVID-19 extend beyond 30 June 2020.
  - 5 That any cash flow shortfalls experienced during this period as a consequence of rate payment deferrals be reported back to Council for approval to establish an internal loan from internally restricted reserves.
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## Background

Council currently has a Rates Hardship Policy and Rates and Sundry Charges Recovery Policy that were developed in line with the Debt Management and Hardship Guidelines issued by the Office of Local Government in November 2018 and approved by Council in June 2019.

These Policies are effective in addressing hardship under normal circumstances and do contain options still relevant to the current situation, including:

1. Allowing ratepayers to defer the payment of a rate instalment.
2. Allowing ratepayers an alternative payment schedule that better suits the ratepayer's situation.
3. Allowing pension ratepayers to defer payment of their rates.

Given the current unprecedented times and impact of the COVID-19 pandemic, this report proposes additional measures to our current Rates Hardship Policy to provide access to financial relief for ratepayers experiencing hardship due to the current COVID-19 pandemic.

It is proposed to extend the current financial relief offered by:

1. Establishing a simplified and streamlined process for affected ratepayers (residential, business and farmland) to request a deferral of the payment of their rates until 30 June 2020 based on providing to Council a copy of the documentation required by Federal and State Government agencies for COVID-19 financial support due to unexpected financial hardship.
2. For the ratepayers approved for deferral, applying a 0% interest rate on overdue rates and annual charges for the period 1<sup>st</sup> April 2020 and 30 June 2020 provided an agreed payment plan is established and maintained.
3. Ceasing legal recovery otherwise required under Council's Rates & Sundry Charges Recovery Policy until the 30 June 2020.

Even though the above additional options will be enacted by Council's Rates & Revenue Team, rate notices and reminder notices will still be required to be issued under Local Government legislation. Any notices issued will include information about the additional options available to ratepayers. These options will also be detailed on Council's website.

Council's website and any correspondence issued to ratepayers (including notices and application forms) will encourage the ratepayer to continue making payments during this period to reduce the amount payable when the deferment ceases and payments become due.

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## Financial Implications

Not applicable	<input type="checkbox"/>	
Included in existing approved budget	<input type="checkbox"/>	
Additional funds required	<input checked="" type="checkbox"/>	Temporary measures may be required to fund anticipated cash flow shortfalls with any shortfall as consequence rate payment deferrals to be funded by way of an internal loan from internally restricted reserves.

The COVID-19 pandemic is expected to have significant financial impacts on Council and our community.

The application of a 0% interest charge and relaxing of legal recovery processes during the period 1 April to 30 June 2020 for accepted rates and annual charges deferral and payment plans will provide some financial relief during this period.

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The application of a 0% interest charge on outstanding rates and charges during this period (1 April 2020 to 30 June 2020) will allow those ratepayers (residential, business and farmland) experiencing financial hardship as a consequence of the current pandemic some short term financial relief. This will allow these ratepayers to defer the payment of their next rate instalment due on 31 May 2020 till 30 June 2020 and not incur any interest charges.

A GM briefing will be provided for Councillors prior to considering this report detailing the financial modelling and analysis that has been undertaken to date.

Council currently has a cash and investments balance of around \$427 million which is comprised of:

Externally restricted reserves = \$364 million

Internally restricted reserves = \$62 million

Unrestricted funds = \$0.95 million

The impact on our cash flow will depend on the volume of rate and annual charges payment deferrals received. The current balance of outstanding rates and annual charges is approximately \$32 million. This amount is due for payment on 31 May 2020.

If significant deferrals are experienced during the period 1 April 2020 to 30 June 2020, it will be necessary for the cash flow shortfall to be funded as an internal loan from our internally restricted reserve balance (currently \$62 million). This is only a short term measure, which if required, will also require Council to defer the allocation of internally restricted funding to currently planned capital projects.

Should longer term deferral of rates and annual charges be experienced, it will not be financially sustainable to fund the shortfall from internally restricted reserves. Should cash flow requirements exceed these capacities during the crisis other financing arrangements may need to be considered. It is important to note that temporary use of external restricted reserves (currently \$364 million) is not permitted unless approval is provided by the Minister for Local Government.

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## **Community Engagement**

Not applicable

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## **Attachments**

Nil

## MINUTES

of the **Ordinary Meeting** of  
**Bayside Council**  
held by Audio Visual Link and  
in the Rockdale Town Hall, Council Chambers,  
Level 1, 448 Princes Highway, Rockdale  
on **Wednesday 8 April 2020** at **7.07 pm**

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### Present

Councillor Joe Awada, Mayor  
Councillor James Macdonald, Deputy Mayor  
Councillor Liz Barlow  
Councillor Ron Bezic  
Councillor Christina Curry  
Councillor Tarek Ibrahim  
Councillor Petros Kalligas  
Councillor Ed McDougall  
Councillor Scott Morrissey  
Councillor Michael Nagi  
Councillor Vicki Poulos  
Councillor Dorothy Rapisardi  
Councillor Bill Saravinovski  
Councillor Paul Sedrak  
Councillor Andrew Tsounis

### Also present

Meredith Wallace, General Manager  
Michael Mamo, Director City Performance  
Debra Dawson, Director City Life  
Michael McCabe, Director City Futures  
Colin Clissold, Director City Presentation  
Fausto Sut, Manager Governance & Risk  
Karin Targa, Major Projects Director  
Rodney Sanjivi, Financial Lead – Accounting Services  
Clare Harley, Manager Strategic Planning  
Ben Heraud, Acting Manager Property  
Taif George, IT Technical Support Officer  
Suhradam Patel, IT Technical Support Officer  
Anne Suann, Governance Officer

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The Mayor opened the meeting in the Council Chambers, Rockdale Town Hall, Level 1, 448 Princes Highway, Rockdale at 7.07 pm, and by audio visual link to Councillors.

The Mayor informed the meeting, including members of the public, that the meeting is being video recorded and live streamed to the community via Council's Facebook page, in accordance with Council's Code of Meeting Practice.

## 8 Reports

### 8.1 Rate relief for ratepayers impacted by COVID-19

#### RESOLUTION

Minute 2020/069

Resolved on the motion of Councillors Curry and McDougall

- 1 That Council allow ratepayers experiencing financial hardship as a consequence of the COVID-19 pandemic the option to defer the payment of their rates and annual charges until 30 June 2020 based on providing to Council a copy of the supporting documentation required by Federal and State Government agencies for COVID-19 financial support due to unexpected financial hardship.
- 2 That Council reduce the interest rate applicable on overdue rates and annual charges from 7.5% to 0% for the period 1 April 2020 to 30 June 2020 for ratepayers who meet the deferral requirements and establish and maintain an agreed payment plan.
- 3 That Council ceases formal legal recovery proceedings otherwise required under Council's Rates & Sundry Charges Recovery Policy until 30 June 2020.
- 4 That the General Manager be delegated authority to extend the above dates should the Public Health Orders dealing with COVID-19 extend beyond 30 June 2020.
- 5 That any cash flow shortfalls experienced during this period as a consequence of rate payment deferrals be reported back to Council for approval to establish an internal loan from internally restricted reserves.

### 8.4 Temporary Parking Arrangements - Response to COVID-19 - Permit Parking Areas, Work Zones and No Parking

#### RESOLUTION

Minute 2020/070

Resolved on the motion of Councillors Curry and McDougall

That Council authorise the following temporary parking arrangements to assist the Bayside Community in managing parking demands associated with the changed operating environment associated with the COVID-19 pandemic:

- 1 That all existing permit parking areas be suspended and signs covered for a period of 3 months, with the exception of "No Stopping permit holders excepted" areas.
- 2 That the General Manager be granted delegated authority to approve the extension of Works Zone operating hours to facilitate the extended Construction