

# Business Paper

## ORDINARY COUNCIL MEETING

**ALBY SCHULTZ MEETING CENTRE,  
COOTAMUNDRA**

**6:00PM, TUESDAY 26th February, 2019**

**Administration Centres: 1300 459 689**

The Mayor & Councillors  
Cootamundra-Gundagai Regional Council  
PO Box 420  
Cootamundra NSW 2590

#### NOTICE OF MEETING

An Ordinary Meeting of Council will be held in the Alby Schultz Meeting Centre, Cootamundra on:

**Tuesday, 26th February, 2019 at 6:00pm**

The agenda for the meeting is enclosed.

Phil McMurray  
Acting General Manager



# AGENDA

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**1 OPEN FORUM****2 ACKNOWLEDGEMENT OF COUNTRY**

Council acknowledges the Wiradjuri people, the Traditional Custodians of the Land at which the meeting is held and pays its respects to Elders, both past and present, of the Wiradjuri Nation and extends that respect to other Aboriginal people who are present.

**3 APOLOGIES****4 DISCLOSURES OF INTEREST**

## 5 CONFIRMATION OF MINUTES

### 5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 29 JANUARY 2019

REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
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	1. Minutes of the Ordinary Meeting of Council held on Tuesday 29 January 2019

### RECOMMENDATION

**The Minutes of the Ordinary Meeting of Council held on Tuesday 29 January 2019 be confirmed as a true and correct record of the meeting.**

# Minutes

## ORDINARY COUNCIL MEETING

**COUNCIL CHAMBERS, GUNDAGAI**

**6:00PM, TUESDAY 29th January, 2019**

**Administration Centres: 1300 459 689**

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, GUNDAGAI  
ON TUESDAY, 29 JANUARY 2019 AT 6:00PM**

**PRESENT:** Cr Abb McAlister (Mayor), Cr Dennis Palmer (Deputy Mayor), Cr Leigh Bowden, Cr David Graham, Cr Gil Kelly, Cr Penny Nicholson, Cr Doug Phillips, and Cr Charlie Sheahan

**IN ATTENDANCE:** Phil McMurray (Acting General Manager), Andrew Brock (Facilities Manager) and Tim Swan (Finance Manager)

**1 OPEN FORUM**

List of Speakers

1. Pip McAlister – Spoke on the maintenance of parks and gardens, and street trees in Gundagai, and in particular the condition of some street trees in West Street.

**2 ACKNOWLEDGEMENT OF COUNTRY**

The Chairperson acknowledged the Wiradjuri people who are the Traditional Custodians of the Land at which the meeting was held and paid his respects to Elders, both past and present, of the Wiradjuri Nation and extended that respect to other Aboriginal people who were present.

**3 APOLOGY**

Note: An apology was received on behalf of Cr Craig Stewart

**RESOLUTION 001/2019**

Moved: Cr Charlie Sheahan

Seconded: Cr Gil Kelly

**That the apology received from Cr Stewart be accepted and leave of absence granted.**

**CARRIED**

**4 DISCLOSURES OF INTEREST**

There were no disclosures of interest.

## **5 CONFIRMATION OF MINUTES**

### **5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 11 DECEMBER 2018**

Note: Cr Sheahan thanked Linda Wiles, Communications Officer for her efforts on Australia Day in Cootamundra.

Cr McAlister (Mayor) extended a vote of thanks to the Gundagai SES for their assistance at the Australia Day festivities in Gundagai and Cr's Graham and Nicholson echoed the Mayor's sentiments.

#### **RESOLUTION 002/2019**

Moved: Cr Doug Phillips

Seconded: Cr Gil Kelly

**The Minutes of the Ordinary Meeting of Council held on Tuesday 11 December 2018 be confirmed as a true and correct record of the meeting.**

**CARRIED**

### **5.2 MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 19 DECEMBER 2018**

Note: At this stage of the meeting Cr Graham suggested that the notes of the Councillor Workshop held on 19<sup>th</sup> December, 2019 be acknowledged and accepted as being accurate. There was no objection to Cr Graham's suggestion.

#### **RESOLUTION 003/2019**

Moved: Cr Gil Kelly

Seconded: Cr David Graham

**The Minutes of the Extraordinary Meeting of Council held on Wednesday 19 December 2018 be confirmed as a true and correct record of the meeting.**

**CARRIED**

## **6 MAYORAL MINUTES**

### **6.1 MAYORAL MINUTES FOR DECEMBER, 2018 AND JANUARY, 2019**

Note: The following amendments to the Mayoral Minute were noted:

#### 12<sup>th</sup> December, 2018

Cr Bowden also attended the Gundagai Tourism Action Committee.

Cr Bowden did not attend the luncheon for the volunteers of Bradman's Birthplace and the Cootamundra Heritage Centre.

19<sup>th</sup> December, 2018

Cr Palmer (Deputy Mayor) did not attend the playground openings at Wallendbeen or Stockinbingal

26<sup>th</sup> January, 2019

Cr Stewart did not attend the Australia Day celebrations in Jubilee Park

**RESOLUTION 004/2019**

Moved: Cr Dennis Palmer

Seconded: Cr Charlie Sheahan

**The information in the Mayoral Minute, as amended, be received and noted.**

**CARRIED**

**7 REPORTS FROM COMMITTEES**

Nil

**8.1 CORPORATE SERVICES DIRECTORATE**

**8.1.1 INVESTMENT REPORT - DECEMBER 2018**

**RESOLUTION 005/2019**

Moved: Cr Doug Phillips

Seconded: Cr David Graham

**The Investment Report as at 31 December 2018 be received and noted.**

**CARRIED**

**8.1.2 MONTHLY FINANCE REPORT FOR DECEMBER 2018**

**RESOLUTION 006/2019**

Moved: Cr Doug Phillips

Seconded: Cr Penny Nicholson

**The Monthly Finance Report for December, 2018 attached to the report be received and noted.**

**CARRIED**



### **8.1.3 ADMINISTRATION OF SEPTEMBER, 2020 ELECTIONS**

#### **RESOLUTION 007/2019**

Moved: Cr David Graham

Seconded: Cr Charlie Sheahan

**The Cootamundra-Gundagai Regional Council (“the Council”) resolves:**

- 1. Pursuant to s.296(2) and (3) of the Local Government Act, 1993 (NSW) (“the Act”) that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.**
- 2. Pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.**
- 3. Pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.**

**CARRIED**

### **8.1.4 ALGWA NSW ANNUAL CONFERENCE 2019**

#### **RESOLUTION 008/2019**

Moved: Cr Leigh Bowden

Seconded: Cr Gil Kelly

**Cr Bowden and Cr Nicholson be Council’s attendees at the Australian Local Government Women’s Association Annual Conference, 2019.**

**CARRIED**

### **8.1.5 GUNDAGAI SENIORS FESTIVAL**

#### **RESOLUTION 009/2019**

Moved: Cr Charlie Sheahan

Seconded: Cr Dennis Palmer

**Council donate the sum of \$2100.00 to the Gundagai Neighbourhood Centre for the cost of stage hire and associated costs to accommodate the Kapooka Band for the Gundagai Seniors Week Festival.**

**CARRIED**

#### **8.1.6 COUNCIL MEETING ACTION REPORT**

##### **RESOLUTION 010/2019**

Moved: Cr Dennis Palmer

Seconded: Cr Gil Kelly

**The updated Council Meeting Action Report attached to the report be received and noted.**

**CARRIED**

#### **8.1.7 CR SHEAHAN NATIONAL LOCAL ROADS & TRANSPORT CONGRESS REPORT**

##### **RESOLUTION 011/2019**

Moved: Cr Gil Kelly

Seconded: Cr Leigh Bowden

**The attached report by Cr Sheahan on the National Local Roads & Transport Congress, 2018 be received and noted.**

**CARRIED**

#### **8.1.8 SECTION 355 COMMITTEE MEMBERSHIP**

##### **RESOLUTION 012/2019**

Moved: Cr Doug Phillips

Seconded: Cr Leigh Bowden

- 1. The office bearers and membership of the following Section 355 Committees, as detailed in the report, be endorsed;**
  - i. Gundagai Tourism Action S.355 Committee**
  - ii. Cootamundra Heritage Centre Management S.355 Committee**
- 2. A further report on the office bearers and membership of the Cootamundra Creative Art and Cultural Centre S.355 Committee be prepared and submitted to the February, 2019 Ordinary Meeting of Council.**

**CARRIED**

### **8.1.9 COOTAMUNDRA SHOWGROUND USERS GROUP SECTION 355 COMMITTEE MEMBERSHIP AND DELEGATES**

#### **RESOLUTION 013/2019**

Moved: Cr Dennis Palmer

Seconded: Cr Doug Phillips

1. The office bearers and membership of the Cootamundra Showground Users Group Section 355 Committees, as detailed in the report, be endorsed.
2. Councillor Gil Kelly be appointed as Council's representative on the Cootamundra Showground Users Group Section 355 Committees.

**CARRIED**

### **8.1.10 COOTAMUNDRA TOURISM ACTION SECTION 355 COMMITTEE MEMBERSHIP**

#### **RESOLUTION 014/2019**

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

The membership of the Cootamundra Tourism Action Section 355 Committee, as detailed in the report, be endorsed.

**CARRIED**

### **8.1.11 MUTTAMA HALL MANAGEMENT SECTION 355 COMMITTEE MEMBERSHIP AND AGM MINUTES**

#### **RESOLUTION 015/2019**

Moved: Cr Charlie Sheahan

Seconded: Cr Penny Nicholson

1. The Minutes of the Muttama Hall Management s.355 Committee Annual General Meeting held on 28 November 2018 attached to the report, be received and noted.
2. Membership of the Muttama Hall Management s.355 Committee, comprising five (5) existing members and six (6) new members as detailed in the report, be endorsed.

**CARRIED**

**8.1.12 COOTAMUNDRA SHOWGROUND USERS GROUP SECTION 355 COMMITTEE MEETING - MINUTES**

**RESOLUTION 016/2019**

Moved: Cr Gil Kelly

Seconded: Cr Leigh Bowden

1. The Minutes of the Cootamundra Showground Users Group s.355 Committee meeting held on 19 December, 2018, attached to the report be received and noted.
2. The operational maintenance recommended by the Committee and detailed in the Minutes be referred to the responsible Council officer for investigation and resolution as necessary.

**CARRIED**

**8.1.13 STOCKINBINGAL ELLWOOD'S HALL SECTION 355 COMMITTEE MEETING - MINUTES**

**RESOLUTION 017/2019**

Moved: Cr Gil Kelly

Seconded: Cr Dennis Palmer

The Minutes of the Stockinbingal Ellwood's Hall s.355 Committee ordinary meeting held on 29 November 2018 attached to the report, be received and noted.

**CARRIED**

**8.1.14 GUNDAGAI TOURISM ACTION SECTION 355 COMMITTEE MEETING - MINUTES**

**RESOLUTION 018/2019**

Moved: Cr Charlie Sheahan

Seconded: Cr Penny Nicholson

The Minutes of the Gundagai Tourism Action s.355 Committee meetings held on 14<sup>th</sup> November, 2018 attached to the report, be received and noted.

**CARRIED**

#### **8.1.15 INFORMATION BULLETIN**

##### **RESOLUTION 019/2019**

Moved: Cr Doug Phillips  
Seconded: Cr Dennis Palmer

**The information contained in the Information Bulletin attached to the report be received and noted.**

**CARRIED**

#### **8.2 DEVELOPMENT AND COMMUNITY SERVICES DIRECTORATE**

##### **8.2.1 DEVELOPMENT APPLICATIONS APPROVED DECEMBER 2018**

##### **RESOLUTION 020/2019**

Moved: Cr Charlie Sheahan  
Seconded: Cr Dennis Palmer

**The information on Development Applications Approved in December, 2018 be noted.**

**CARRIED**

##### **8.2.2 DELEGATES FOR RIVERINA REGIONAL LIBRARY**

##### **MOTION**

Moved: Cr Penny Nicholson  
Seconded: Cr Leigh Bowden

**Cr's Bowden and Nicholson be appointed as the two delegates and the General Manager as the alternate delegate for the Riverina Regional Library in accordance with section three (3) of the RRL Deed of Agreement as stated in the report.**

### **8.3 OPERATIONS DIRECTORATE**

#### **8.3.1 WATERWAYS WORKS MANAGEMENT**

##### **RESOLUTION 021/2019**

Moved: Cr Doug Phillips

Seconded: Cr Dennis Palmer

**The Draft Report on Waterways Works Management for Cootamundra-Gundagai Regional Council providing working guidelines for all future works undertaken on all Waterways within Cootamundra-Gundagai Regional Council's local government area, attached under separate cover, be adopted.**

**CARRIED**

#### **8.3.2 YASS ROAD ELECTRICAL UPGRADE**

##### **RESOLUTION 022/2019**

Moved: Cr Doug Phillips

Seconded: Cr Charlie Sheahan

- 1. Council be provided with details of the contract of sale for the Yass Road development in relation to determining the provision of electricity to the site, for further consideration and discussion at the February Councillor Workshop.**
- 2. Liability for the difference between the original budgeted costs and the revised electrical design and installation costs for the development in the Yass Road area detailed in the report, be determined**

**CARRIED**

#### **8.3.3 JANUARY OPERATIONS REPORT**

Note: Cr Sheahan informed Council of environmental grants which are available to assist councils with the disposal of mattresses and tyres.

It was also requested that information on the waste amnesty day at the waste stations be included in the Council newsletter.

##### **RESOLUTION 023/2019**

Moved: Cr Doug Phillips

Seconded: Cr Penny Nicholson

**The Operations Update Report and Works Program for the month of January, 2019 attached to the report be received and noted.**

**CARRIED**

#### **8.3.4 SHERIDAN AND WEST STREETS INTERSECTION AMENDED DESIGN**

##### **RESOLUTION 024/2019**

Moved: Cr Charlie Sheahan

Seconded: Cr David Graham

**The modified design plan for the intersection upgrade of Sheridan and West Streets Gundagai, as contained in the report, be adopted.**

**CARRIED**

#### **8.3.5 PEDESTRIAN REFUGE CONSTRUCTION AT SHERIDAN AND OTWAY STREETS INTERSECTION**

##### **RESOLUTION 025/2019**

Moved: Cr Charlie Sheahan

Seconded: Cr Penny Nicholson

**The Sheridan and Otway Streets pedestrian refuge construction plan contained in the report be endorsed.**

**CARRIED**

#### **8.4 ASSET MANAGEMENT DIRECTORATE**

Nil

#### **9 MOTION OF WHICH NOTICE HAS BEEN GIVEN**

##### **9.1 NOTICE OF MOTION - COUNCIL INVITE REPRESENTATIVES FROM STATE GOVERNMENT AND NSW POLICE TO DISCUSS CONCERNS IN RELATION TO LOCAL POLICE STAFFING MATTERS**

Note: the Notice of Motion was withdrawn by Cr Kelly

**10 QUESTIONS WITH NOTICE****10.1 QUESTIONS WITH NOTICE****RESOLUTION 026/2019**

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

**The Questions with Notice from Councillors and related responses from Council officers be noted.**

Note: the following additional questions were tabled by Cr Sheahan:

Could the Mayor and Councillors be given a full explanation around the current agreement between Council and our material recovery recyclers and how much is the rebate that CGRC generates in a year, even though I believe it's paid quarterly?

Is my summation above correct? If so what can be done to rectify this and bring the benefit to ratepayers in line with other councils?

The General Manager advised that he would provide information regarding the questions following the Council meeting.

**CARRIED**



## **SUSPENSION OF STANDING ORDERS**

### **RESOLUTION 027/2019**

Moved: Cr Penny Nicholson

Seconded: Cr Leigh Bowden

**Council suspend standing orders to consider a request for a donation to Cootamundra Aeromodellers Club.**

**CARRIED**

### **REQUEST FOR DONATION TO COOTAMUNDRA AEROMODELLORS CLUB**

Note: Cootamundra Aeromodellers Club is hosting a model helicopter event at the state field located on Gundagai Road, Cootamundra on 14-17 March, 2019.

Mr Grahame James, representing the club, requested to borrow a 40kva generator from Council, if Council owned such a generator, so participating model aircraft operators could recharge their devices over the 3 day period. Alternatively, if a generator was unavailable, he requested that Council consider donating to the event to assist with the generator hire charge of \$1050.

### **RESOLUTION 028/2019**

Moved: Cr Doug Phillips

Seconded: Cr Penny Nicholson

**Council donate \$500 to the Cootamundra Aeromodellers Club to contribute to the cost of hiring a generator for the Club's Model Helicopter Event to be conducted at the state field located on Gundagai Road, Cootamundra on 14-17 March, 2019.**

**CARRIED**

## **11 CONFIDENTIAL ITEMS**

### **11.1 CLOSED COUNCIL REPORT**

#### **RESOLUTION 029/2019**

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

- 1. Item 11.2 be considered in closed Council at which the press and public are excluded in accordance with the applicable provisions of the Local Government Act, 1993 and related public interest reasons detailed.**
- 2. In accordance with section 11 (2) and (3) of the Local Government Act, 1993, the reports, correspondence and other documentation relating to Item 11.2 be withheld from the press and public.**

### **11.2 BOURKE ESTATE RESIDENTIAL SUBDIVISION STAGE 2**

#### Provisions for Confidentiality

Section 10A (2) (c) – The Confidential Report contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

#### Public Interest

It is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

**CARRIED**

### **11.2 BOURKE ESTATE RESIDENTIAL SUBDIVISION STAGE 2**

#### **RESOLUTION 030/2019**

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

- 1. Council delegate authority to the General Manager to negotiate the best offer for sale of lots 32 and 33 of Bourke Estate Residential Subdivision Stage 2 in accordance with the conditions agreed at the meeting.**
- 2. The General Manager be authorised to execute any contract and related documentation in the event of a sale referred to in 1 above.**

**CARRIED**

**11.3 RESUMPTION OF OPEN COUNCIL MEETING**

**RESOLUTION 031/2019**

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

**The Open Council meeting resume.**

**CARRIED**

**11.4 ANNOUNCEMENT OF CLOSED COUNCIL RESOLUTIONS**

Note: The Chairperson announced the resolutions made in Closed Council.

**The Meeting closed at 8:25pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 26 February, 2019.**

.....

**CHAIRPERSON**

.....

**GENERAL MANAGER**

**5.2 MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL HELD ON THURSDAY 14 FEBRUARY 2019**

REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
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	1. Minutes of the Extraordinary Meeting of Council held on Thursday 14 February 2019

**RECOMMENDATION**

**The Minutes of the Extraordinary Meeting of Council held on Thursday 14 February 2019 be confirmed as a true and correct record of the meeting.**

# Minutes

## SPECIAL EXTRAORDINARY COUNCIL MEETING

**ALBY SCHULTZ MEETING CENTRE,  
COOTAMUNDRA**

**8:30AM, THURSDAY 14th February, 2019**

**Administration Centres: 1300 459 689**

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA  
ON THURSDAY, 14 FEBRUARY 2019 AT 8:30AM**

**PRESENT:** Mayor Abb McAlister (Chairperson), Deputy Mayor Dennis Palmer, Cr David Graham, Cr Penny Nicholson, Cr Doug Phillips, Cr Charlie Sheahan

**2 ACKNOWLEDGEMENT OF COUNTRY**

The Chairperson acknowledged the Wiradjuri people who are the Traditional Custodians of the Land at which the meeting was held and paid his respects to Elders, both past and present, of the Wiradjuri Nation and extended that respect to other Aboriginal people who were present.

**3 APOLOGIES**

Apologies were received on behalf of Cr Craig Stewart, Cr Leigh Bowden, Cr Gil Kelly.

**RESOLUTION 032/2019**

Moved: Cr Doug Phillips

Seconded: Cr Penny Nicholson

**That the apologies from Cr Craig Stewart, Cr Leigh Bowden and Cr Gil Kelly be accepted and leave of absence granted.**

**3 DISCLOSURES OF INTEREST**

No Disclosures of Interest were received.

**5 CONFIRMATION OF MINUTES**

The Minutes of the Special Extraordinary Meeting of Council held on Thursday 15 November 2018 be confirmed as a true and correct record of the meeting.

**RESOLUTION 033/2019**

Moved: Cr Doug Phillips

Seconded: Cr Penny Nicholson

**The Minutes of the Special Extraordinary Meeting of Council held on Thursday 15 November 2018 be confirmed as a true and correct record of the meeting.**

## 5 CONFIDENTIAL ITEMS

### Provisions for Confidentiality

Section 10A (2) of the Local Government Act 1993, the information comprising this Confidential Report to be received, discussed or considered is a personnel matter concerning particular individuals (other than Councillors).

### **RESOLUTION 033/2019**

Moved: Cr Charlie Sheahan

Seconded: Cr David Graham

**Council suspend standing orders to consider confidential item.**

### **MATTERS PERTAINING TO THE GENERAL MANAGER ALLEN DWYER**

Cr McAlister provided to the meeting an update on the Confidential report by WilsonBarwick in regard to Allen Dwyer, General Manager.

After ensuing discussion.

The following resolutions were put forward:

1. Council authorises the Mayor to instruct WilliamsonBarwick to undertake a workplace investigation, under legal professional privilege, into the employment of the General Manager, and to authorise WilliamsonBarwick to retain Pinnacle Integrity as their agent to undertake the workplace investigation, and to advise Council generally in relation to the workplace investigation and the General Manager's employment.
2. Council continues the suspension of Allen Dwyer, General Manager, on full pay, pending the conclusion of the workplace investigation undertaken by WilliamsonBarwick on behalf of Council.
3. The Mayor report back in due course.

### **RESOLUTION 034/2019**

Moved: Cr David Graham

Seconded: Cr Charlie Sheahan

- 1. Council authorises the Mayor to instruct WilliamsonBarwick to undertake a workplace investigation, under legal professional privilege, into the employment of the General Manager, and to authorise WilliamsonBarwick to retain Pinnacle Integrity as their agent to undertake the workplace investigation, and to advise Council generally in relation to the workplace investigation and the General Manager's employment.**
- 2. Council continues the suspension of Allen Dwyer, General Manager, on full pay, pending the conclusion of the workplace investigation undertaken by WilliamsonBarwick on behalf of Council.**
- 3. The Mayor report back in due course.**

The resolution was passed in favour of the recommendation 6 – 0.

<b>VOTING RECORD</b>	
<b>FOR RESOLUTION</b>	<b>AGAINST RESOLUTION</b>
Cr Abb McAlister (Mayor) Cr Dennis Palmer Cr David Graham Cr Penny Nicholson Cr Doug Phillips Cr Charlie Sheahan	Nil
<b>ABSENT</b>	<b>DECLARED INTEREST</b>
Cr Leigh Bowden Cr Gil Kelly Cr Craig Stewart	Nil

#### RESUMPTION OF OPEN COUNCIL MEETING

#### RESOLUTION 035/2019

Moved: Cr Doug Phillips

Seconded: Cr Penny Nicholson

**The Open Council meeting resume**

**The Meeting closed at 9:00am**

**The minutes of this meeting were confirmed at the Extraordinary Council Meeting held on 26 February 2019.**

.....  
**CHAIRPERSON**

.....  
**GENERAL MANAGER**



**6 MAYORAL MINUTES****6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT**

DOCUMENT NUMBER	297738
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
REPORTING OFFICER	Teresa Breslin, Governance Officer
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.**

30 January 2019

Councillors Graham, Palmer (Deputy Mayor), Sheahan and I attended a meeting with Linda Scott president, Office of Local Government NSW.

31 January 2019

Councillors Bowden and Nicholson attended the Cootamundra Tourism Action Group s.355 Committee AGM.

Councillors Graham, Palmer (Deputy Mayor) Sheahan and I attended the LGNSW Financial Issues in Local Government Conference in Sydney.

2 February 2019

Councillor Kelly met with the Chairman of Showground Users Group s.355 Committee.

3 February 2019

Councillor Kelly attended the Harness Racing Club AGM where Member for Cootamundra, Steph Cooke presented the Club with a grant for \$20,000.

4 February 2019

Councillors Bowden, Graham, Nicholson, Sheahan and I attended a Council Waste Management Strategy Workshop.

Councillor Bowden attended the Extraordinary Cootamundra Aboriginal Working Party meeting, in preparation for the Cultural Awareness Training.

5 February 2019

I attended a meeting with the member for Cootamundra, Steph Cooke following the presentation of monies to the Cootamundra Showground Cattle Committee.

I attended a meeting with Ed Collingridge.

6 February 2019

I attended the Wallendbeen Post Office meeting at Wallendbeen Hall with Phil McMurray (Acting General Manager) and Andrew Brock (Manager Facilities).

7 February 2019

Councillor Bowden attended the Extraordinary Gundagai Cultural Group meeting, in preparation for the Cultural Awareness Training.

I attended a RERO and Joint Organisations meeting with Phil McMurray (Acting General Manager).

Councillor Nicholson attended the Cootamundra Tourism Action Group s.355 Committee Meeting.

10 February 2019

Councillors Bowden, Kelly, Sheahan and I attended the South Western Zone Swimming Carnival at Cootamundra Pool (with Dawn Fraser and Kurt Herzog).

I attended the RSL welcome at Cootamundra Club South West Division meeting.

Councillor Sheahan attended the Muttama Hall s.355 Committee Meeting.

11 February 2019

Councillor Bowden attended the Cootamundra Aboriginal Working Party meeting.

Councillor Graham meet with Crown Lands at Coolac to chair the Coolac Advancement Group meeting.

12 February 2019

Councillors Bowden, Graham, Kelly, Nicholson, Sheahan and I attended a Councillor Workshop.

I attended a meeting with the Health Department.

Councillor Bowden and I attended a Planning and Development Committee meeting.

Councillor Bowden and Graham attended the "Meet the Candidates" Forum organised by Gundagai Council in Exile.

13 February 2019

Councillor Nicholson attended the Gundagai Tourism Action Group s.355 Committee Meeting.

Councillor Nicholson and I attended the Seniors Expo in Gundagai.

Councillor Nicholson and I attended the opening of the Gundagai Scouts Climbing Wall.

14 February 2019

Councillors Graham, Nicholson, Palmer, Phillips, Sheahan and I attended a Special Extraordinary Council meeting in Cootamundra.

16 February 2019

I represented Council at the Launch of the Central Life Style Magazine, held in Tumut.

18 February 2019

Councillors Graham and Nicholson attended a Councillor Workshop in Gundagai.

Councillors Bowden, Graham, Nicholson, Palmer (Deputy Mayor) and I attended a Planning and Development Workshop.

19 February 2019

Councillors Graham, Nicholson and I attended the Gundagai Seniors Morning Tea.

20 February 2019

Councillor Kelly and I attended the Showground Users Group s.355 Committee AGM.

Councillors Nicholson, Sheahan and I attended the Cootamundra Seniors Morning Tea at the Cootamundra Men's Shed.

21 February 2019

Councillor Nicholson and I attended the Nangus Community Water Committee Meeting.

I attended the opening of the Cootamundra saleyards truck wash and lighting upgrade.

22 February 2019

Councillors Kelly, Sheahan and I attended a Fees and Charges Workshop in Cootamundra.

Councillor Graham attended the S.W.G meeting in Tumbarumba.

25 February 2019

Councillors Nicholson, Sheahan and I attended a Councillor Workshop in Cootamundra.

**7        REPORTS FROM COMMITTEES**

Nil

## 8 GENERAL MANAGER'S REPORT

### 8.1 CORPORATE SERVICES DIRECTORATE

#### 8.1.1 COUNCIL MEETING ACTION REPORT

DOCUMENT NUMBER	297740
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p><b>4. Good governance: an actively engaged community and strong leadership team</b></p> <p>4.1 Decision-making is based on collaborative, transparent and accountable leadership</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	1. Council Meeting Action Report <a href="#">↓</a>

#### RECOMMENDATION

**The updated Council Meeting Action Report, attached to the report, be received and noted.**

#### Introduction

Actions required as a result of resolutions of Council at previous meetings are compiled in the Council Meeting Action Report to ensure completion by the respective responsible officers.

**COUNCIL MEETING ACTION REPORT**

OPEN FORUM QUESTIONS	MAYOR	ACTIONS
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MEETING / ITEM	ACTION	OFFICER	STATUS
05/07/2017	Amend Gundagai LEP 2011 to correct mapping discrepancies	Planning	Ongoing.
02/08/2017  17/01/2019	Engage with the Mid Lachlan Alliance (Weddin Shire) to investigate what can be learnt on the 'MLA Fitness Campaign'	Allen	Ongoing.  Waterway Works Management Plan prepared. To be considered for action.
14/08/2017 – 7.3.2.1  17/01/2019	Plan works program for \$2.38 flood damage grant income. Update Budget. Set up work orders.	Mark	Work currently being undertaken. Due to be completed by June 2019.  Reports being submitted in monthly report to Council. Ongoing.
16/08/2017 – 7.3.3.1  10.08.2018  05.09.2018 09.2018  22.09.2018 17/01/2019	Contribute \$80000 toward the new amenities building at the Country Club Oval.  Update budget at next QBR. Extra funding for Rugby Club amenities announced by Steph Cooke	Greg	DA approved, work commenced.    Work well underway. Slab poured – steel being galvanized – structural steel to be erected next week. Roof on. Work well underway and on schedule to be completed sometime in April, 2019.

MEETING / ITEM	ACTION	OFFICER	STATUS
20/08/2017 – 7.1	Offer Turners Lane site for sale and negotiate sale price in accordance with report.	Phil	Ongoing – Purchaser still committed. Contract for sale amended to remove council obligation to relocate overhead power lines. New contract ready for finalisation.
31.10.2017 – 7.4.1.1	Application for Fixing Country Roads for repairs to Native Dog Creek, Mooney Mooney Creek and Reef Creek bridges	Phil	Council resolved to undertake a Road Safety Audit of Muttama Road to highlight these potential projects. Quotes being obtained. Job awarded. Survey, design and cost estimates to be completed, in advance of any application.
22.08.2018 24.08.2018 17/01/2019 20/02/2019	West Street Roundabout	Mark	Redesign in progress. Tim Morris coordinating Preferred design to be submitted to Traffic Committee for approval. Design approved by Traffic Committee. On Exhibition. Minor modifications undertaken to design after public comment. Progressing.
28.11.2017 – 7.3.2.1 22.08.2018 17.09.2018 26.09.2018 17/01/2019  4.02.2019	Waste Collection Services	Andrew/ New Waste Manager	Advertised for strategy.  Expressions of Interest received and are being reviewed. Eol's out and completed. Assessment of Eol's complete Meeting to be had with Allen and Greg to discuss. Waste Services Review and Strategy currently being conducted and completion is anticipated for March, 2019. Meeting to be held with Jonathan Beckett in early to mid-February. Presentation by Jonathan Beckett to Councillors and staff. Report anticipated to be submitted to March Ordinary Meeting.

MEETING / ITEM	ACTION	OFFICER	STATUS
12.12.2017 – 7.3.1.2	Draft Floodplain Risk Management study and plan be developed	Phil	To be submitted for review at the July Council Meeting. Final Draft issued for Floodplain Risk Management Committee review. To be submitted for public exhibition at the October Council Meeting.
31.01.2018 – 7.1.1.2	DA048/2010 consideration deferred to February Ordinary Council meeting	Allen	Proponent's legal advisor requested in March that the DA be deferred indefinitely.
31.01.2018 – 7.1.1.3	Continue with land transfer of Inland Aircraft Fuel Depot	Allen	Remediation works to be completed by Caltex prior to finalising transfer of title.
31.01.2018 – 7.1.1.4	Prepare detailed design and cost estimates for Turners Lane industrial subdivision. Include budget allocation in 2018/2019 budget.	Phil	22/03/2018 To be outsourced. An amount of \$500K has been included in budget estimate.  Proposals being sought. Awarded to MJM – Designs expected Dec 18.
27.02.2018 – 8.5	Prepare documentation for loan for water mains replacement	Phil	22/03/2018 Document preparation will be undertaken following the tender process for the \$2M contract as part of the Stronger Communities fund. In Progress.
27.03.18 – 7.1.1.3  05.08.2018  09.2018	The Villages Strategy be put forward for endorsement by the Hon. Anthony Roberts Minister of Planning, Housing and Special Minister of State.	Grace	Deferred upon advice from planning to wait until all land use strategies are complete.  Workshop to be held 14.09.2018 with consultant Michael Ryan and dates to be determined for community engagement. Michael Ryan held workshop with Councillors and Council staff in September, 2018. He is now undertaking the Rural Lands Strategy and will come back to Council later in the year.



MEETING / ITEM	ACTION	OFFICER	STATUS
15.11.18			Meetings to be held with associated agencies 21.11.2018 Community forums to be held in Cootamundra on 31.11.2018 And in Gundagai 20.11.2018 Issues papers finalised and public meetings held as well as meetings with agencies. Comments now received from all parties. Directions papers now being finalised before presentation to council in March 2019.
24.04.18 – 7.1.1.2	Gundagai Local Environmental Plan 2011 Amendment 4 be endorsed and sent to the Department of Planning and Environment for Gateway Determination	Allen	Consultation commenced with DPE. On hold pending DA clarification.
24.04.18 – 7.1.1.2	Amendment 4 be placed on exhibition upon receipt of delegated approval from the Department of Planning and Environment	Allen	Pending formal submission to and approval from DPE. On hold pending DA clarification.
24.04.18 – 7.4.2.3 15.09.2018	The Gundagai Large Scale Adventure Park Project be progressed to detailed design and construction phase with specific considerations	Phil	Design to be changed to eastern end of Carberry park and to incorporate library extensions. Detailed design proposal accepted and progressing.
22.05.18 – 7.1.1.2	Amendment 7 be placed on exhibition upon receipt of delegated approval from the Dept of Planning and Environment	Allen	Feedback provided from DPE requesting further information. Ongoing. Planning proposal sent to Dept. on 24/12/18. Awaiting Gateway determination.
22.05.18 – 7.2.2.3	Request for the funding of new signage to the July Workshop in relation to	Allen	Deferred.

MEETING / ITEM	ACTION	OFFICER	STATUS
15.09.2018	development options for the Dog on the Tuckerbox		Deputy GM preparing options paper.
26.06.18 – OF Betty Brown	Requested additional bench seats for the cemetery be available for graveside funerals	Glen	To be considered for the next budget.
26.06.18 – 9.1	Investigations to be undertaken to determine feasibility of providing a safe and accessible pedestrian pathway to link Cootamundra town centre and the cemetery on Yass Rd.	Mark	Discussions with Road Safety Officer have been undertaken.  Long term project.
17/01/2019			Safety audit of rail overpass completed.
31.07.18 – 8.1.14	A report be prepared and submitted to Council on various options for the sale or long term development lease of the site conditional upon the Dog on the Tuckerbox memorial and the Carberry Inn site being retained by Council in community ownership.	Phil	Advertisement campaign with Fairfax Media accepted and booked. Insertions in Sydney Morning Herald, Australian Financial Review, The Age, Canberra Times, running from 30 October through 1 December. EOI closing 7 December 2018. Report to December meeting. One early EOI received already.
31.07.18 – item 8.1.14	The current occupier of the site, Denny Allnutt, be advised of Council's intention for the development of the area and be requested to enter into a month by month lease for the premises.	Paul Luff	Has Paul been advised to make this arrangement?
31.08.17 – 8.4.1	All unfunded stormwater projects be listed in the Stormwater Asset Management Plan and that the expected funding shortfall be considered in conjunction with competing priorities in future budgets	Phil	Survey and Design contract awarded to flesh out costs, and include projects on program where funding allows.

MEETING / ITEM	ACTION	OFFICER	STATUS
31.07.18 – 8.4.3  11/12/2018	A further contract of \$2,287,600 be awarded to Killards Excavations Pty Ltd by means of a contract variation subject to a further report being adopted by Council to determine funding sources.	Phil	Subject to a work performance review of Killards  Report on Killards' work to be provided by Bill Moore.
31.07.18 – 9.2  17/01/2019	Council, in collaboration with the Muttama Creek Regeneration Group, investigate the feasibility of creating a walking track alongside sections of Muttama Creek.	Greg/ Mark	Application prepared and submitted for grant funding for footpath/walking track.  Ongoing.
31.07.18 – 9.3  19.09.2018  19.11.18  11/12/2018	Council undertake the necessary steps to create a Recreational Vehicle (RV) parking site in Cootamundra	Linda	Investigations ongoing.  Linda to submit paperwork when site determined. Signage ordered and liaising with Showground Users.  Ongoing. Discussions held with Rodeo Association. Application being prepared.  Council resolution 272/2018 RV assessment form to be forwarded to Campervan & Motorhome Club of Australia Limited (CMCA) for assessment. Cr Nicholson asked is there any form of measuring visitors to RV sites?
Council meeting 11/12/2018	Cr Kelly – what fees, in accordance with the adopted Fees and Charges, are not being enforced.	Tim	Tim to ascertain which, if any, fees are currently in the fees and charges but not being enforced, in addition to the liquid trade waste fee and report back to Council.

MEETING / ITEM	ACTION	OFFICER	STATUS
Council meeting 11/12/2018 Save our Recycling Campaign RES 238/2018	1. Council endorse Local Government NSW's campaign, Save our Recycling, to realise the reinvestments of a 100% of the Waste Lev collected each year by the NSW Government in waste minimisation, recycling and resource recovery.	Phil and Marianne	Council details entered on website to commit support and receive any forthcoming information. 6.02.2019.
	2. Council make representation to Steph Cooke, Member for Cootamundra, in support of this campaign objective – for the NSW Government to commit to reinvest 100% of the Waste Levy in waste minimisation, recycling and resource recovery.	Phil and Marianne	Letter prepared and sent.
	3. Council write to the Premier, the Hon Gladys Berejiklian MP, the Opposition Leader, the Hon. Michael Daly MP, the Minister for Local Government and the Minister for the Environment, the Hon. Gabrielle Upton MP, and the Shadow Minister for the environment and Heritage, Penny Sharp MLC, seeking bipartisan support for the 100% reinvestment of the Waste Levy collected each year into waste minimisation, recycling and resource recovery.	Phil and Marianne	Letter prepared and sent.

MEETING / ITEM	ACTION	OFFICER	STATUS
	<p>4. Council take a lead role in activating the Local Government NSW Save Our Recycling campaign locally.</p> <p>5. Council endorse the distribution and display of the Local Government NSW Save our Recycling information on Council premises, as well as involvement in any actions arising from the initiative.</p> <p>6. Council formally advise Local Government NSW that Council has endorsed the Save Our Recycling advocacy initiative.</p>	<p>Andrew B</p> <p>Linda</p> <p>Phil and Marianne</p>	<p>To be on webpage, newsletter and snippets and screens in customer service areas 06.02.2019.</p> <p>LGNSW advised of Councils resolution.</p>
<p>Council Meeting 29/01/2019 – 8.1.3 Administration of September, 2020 Elections RES 007/2019</p>	<p>1. Pursuant to s.296(2) and (3) of the Local Government Act, 1993 (NSW) (“the Act”) that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.</p> <p>2. Pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.</p> <p>3. Pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, that a constitutional referendum arrangement be entered into by contract for the</p>	<p>Phil and Evan</p>	<p>Letter forwarded to electoral commission.</p>

MEETING / ITEM	ACTION	OFFICER	STATUS
	Electoral Commissioner to administer all constitutional referenda of the Council.		
Council Meeting 29/01/2019 – 8.1.4 ALGWA NSW Annual Conference 2019 RES 008/2019	Cr Bowden and Cr Nicholson be Council's attendees at the Australian Local Government Women's Association Annual Conference, 2019.	Phil	Councillors registered in Conference.
Council Meeting 29/01/2019 – 8.1.5 Gundagai Seniors Festival RES 009/2019	Council donate the sum of \$2100.00 to the Gundagai Neighbourhood Centre for the cost of stage hire and associated costs to accommodate the Kapooka Band for the Gundagai Seniors Week Festival.	Marianne	Donation of \$240 to be provided for meals. Stage hire no longer required as band is providing stage. Requisition raised for payment.
Council Meeting 29/01/2019 – 8.1.8 Section 355 Committee Membership RES 012/2019	<p>1. The office bearers and membership of the following Section 355 Committees, as detailed in the report, be endorsed;</p> <ul style="list-style-type: none"> <li>i. Gundagai Tourism Action S.355 Committee</li> <li>ii. Cootamundra Heritage Centre Management S.355 Committee</li> </ul> <p>2. A further report on the office bearers and membership of the Cootamundra Creative Art and Cultural Centre S.355 Committee be prepared and submitted to the February, 2019 Ordinary Meeting of Council.</p>	Teresa and Evan	<p>Updated membership details noted. Council's records updated to reflect member endorsement.</p> <p>Report created for February 2019 Council Meeting.</p>
Council Meeting 29/01/2019 – 8.1.9	1. The office bearers and membership of the Cootamundra Showground Users	Teresa and Evan	Updated membership details noted. Council's records updated to reflect member endorsement.

MEETING / ITEM	ACTION	OFFICER	STATUS
Section 355 Committee Membership RES 013/2019	Group Section 355 Committees, as detailed in the report, be endorsed. 2. Councillor Gil Kelly be appointed as Council's representative on the Cootamundra Showground Users Group Section 355 Committees.		Evan and Teresa met with Gil to provide an overview of s.355 committee and his responsibilities as a Councillor representative. Also provided Gil with a copy of the s.355 Management manual.
Council Meeting 29/01/2019 – 8.1.10 Cootamundra Tourism Action s.355 Committee Membership RES 014/2019	The membership of the Cootamundra Tourism Action Section 355 Committee, as detailed in the report, be endorsed.	Teresa and Evan	Updated membership details noted. Council's records updated to reflect member endorsement.
Council Meeting 29/01/2019 – 8.1.11 Muttama Hall Management s.355 Committee Membership and AGM Minutes RES 015/2019	2. Membership of the Muttama Hall Management s.355 Committee, comprising five (5) existing members and six (6) new members as detailed in the report, be endorsed.	Teresa and Evan	Updated membership details noted. Council's records updated to reflect member endorsement.
8.1.12 Cootamundra Showground Users Group Section 355 Committee Meeting - Minutes RES 016/2019	2. The operational maintenance recommended by the Committee and detailed in the Minutes be referred to the responsible Council officer for investigation and resolution as necessary.	Marianne/Andrew	Minutes forwarded to Andrew Brock to follow up/ action requests.
Council Meeting 29/01/2019 – 8.2.2	Cr's Bowden and Nicholson be appointed as the two delegates and the General	Phil	RRL advised of delegates.

MEETING / ITEM	ACTION	OFFICER	STATUS
Delegates for Riverina Regional Library MOTION	Manager as the alternate delegate for the Riverina Regional Library in accordance with section three (3) of the RRL Deed of Agreement as stated in the report.		
Council Meeting 29/01/2019 – 8.3.2 Yass Road Electrical Upgrades RES: 022/2019	<ol style="list-style-type: none"> <li>1. Council be provided with details of the contract of sale for the Yass Road development in relation to determining the provision of electricity to the site, for further consideration and discussion at the February Councillor Workshop.</li> <li>2. Liability for the difference between the original budgeted costs and the revised electrical design and installation costs for the development in the Yass Road area detailed in the report, be determined</li> </ol>	Phil	Information currently being obtained.
Council Meeting 29/01/2019 –Request for Donation to Cootamundra Aeromodellers Club RES: 028/2019	Council donate \$500 to the Cootamundra Aeromodellers Club to contribute to the cost of hiring a generator for the Club's Model Helicopter Event to be conducted at the state field located on Gundagai Road, Cootamundra on 14-17 March, 2019.	Marianne	Requisition raised for payment.



**8.1.2 INFORMATION BULLETIN**

DOCUMENT NUMBER	297789
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b>  4.1 Decision-making is based on collaborative, transparent and accountable leadership
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	1. Cootamundra Heritage Centre February Newsletter <a href="#">↓</a>

**RECOMMENDATION**

**The information contained in the Information Bulletin attached to the report be received and noted.**

Introduction

Council receives many and varied forms of correspondence. The documents attached to the report are provided for the information of Councillors.

Cootamundra Shire Council  
Regional Council  
Document Received  
11 FEB 2019

File No. ....  
Initials .....

**COOTAMUNDRA  
HERITAGE CENTRE**

Hovell St COOTAMUNDRA 2590 Ph 02 69402190

**NEWSLETTER February 2019**



### **VOLUNTEERS**

As usual I have news of our band of workers. Margaret Large has retired after several years with CHC. We thank her for her involvement and commitment to CHC. Georgian Berg is also 'retiring'. Now she has her degree she will be going further afield - New Zealand first of all. Good luck Georgia and thank you for your time at CHC. Darrin Jackson is no longer with us, but Michele Pigram has increased her times and Charlie Willis will polish the floors. Beverly Ingold and Helen Hamilton are joining our roster. Great to have them. Wendy Cartwright has been on our sick list and Ros Wight on our injured list. Our thoughts are with them.

### **DAILY SHEETS**

Thank you all for comments, etc noted on the bottom of the daily sheets. These are checked each time they are collected.

A couple of errors occurred when the last printout was prepared

**Postcards** should read **\$1.00**  
**Stickers** " " **\$2.00**

Perhaps you could correct the sheets in the drawer - if you have the time.  
Sorry about the error.

Each month C/GRC is given a printout of the month's takings. You may be interested to know: CHC 103 adults 21 children \$191.85  
**JAN VIC 115 adults \$ 99.00**

### **Cootamundra Shire Council Memorabilia**

CSC glass cases have returned to C/GRC along with all the memorabilia which was considered should be displayed at our Town Hall. Have you seen the display in the foyer? The spare glass case we have is now used in the Aboriginal Gallery, so the items there may now be better displayed. As we have photographs and written material there and as they would be exposed to sunlight, please **DO NOT** raise the blind in this gallery.

### **ABORIGINAL GALLERY**

At times the video in the Aboriginal Gallery is not switched on. Please do so as the gallery is opened. If you are unsure how to do so, a diagram is left on top of the display case.

Switch TV at wall

When "NO SIGNAL" is displayed OK



On the row of options, OK "MEDIA" - 1 across, 2 down

OK EMTEC C450 then "COOTA GIRLS"

On the row along the bottom of the screen, OK the second last symbol, which will result in the film repeating through the day.

Check the Volume - **15** seems a good setting.

Betti will run through this if you are still not too sure about the procedure.

Please encourage visitors to sit down to watch the video, which runs for just 14 minutes. Some might like to have a tea/coffee as they watch.

### **INVITATION**

All Heritage Centre volunteers are  
invited to a

**Family Day and Morning Tea**

**at Bradman's Birthplace**

89 Adams St Cootamundra

**10.00am Monday 18 February 2019**

For catering purposes -

acceptances to Yvonne

Ph 69427231



## VIC

From *A National Perspective on Visitor Information Services*:

The top five features that visitors look for in a visitor centre are:

1. Welcoming experience
2. Knowledgeable, professional staff, skilled in customer service
3. Unbiased, authoritative and tailored information (on and off line)
4. Validation of research found before and during trip
5. Local stories and insights

The VIC's role is to inspire and encourage visitors to explore the destination through the information and experiences delivered. Visitors' needs set the direction for VIC's target engagement.

*Positive human interactions can be some of the most memorable and impactful parts of a trip. A positive interaction with a friendly local has the ability to provide the deeper experience that people increasingly seek.*

*As consumers have moved from having limited and often tightly controlled sources of information before they travel, now, to global citizen journalists and bloggers sharing their world of experiences, the shift has moved to visits being about experiences.*

The proposed morning tea at Bradman's Birthplace will provide volunteers with first hand experience and knowledge of Cootamundra's major tourist attraction to share with visitors to VIC. Memorabilia Cottage will also be open for you to inspect.

**PLEASE COME ALONG ON MONDAY**

## CITIZENS OF THE YEAR

Congratulations to our volunteer, Mary Guthrie and her husband Des on being named our town's Citizens of the Year. Well deserved!

## EARLY SETTLERS' HOUSEHOLD LORE

Some extracts from one of our items:

### Beer Soup

1 bottle of beer      4 egg yolks  
4 oz sugar      1 oz butter

Mix beer with yolks and sugar in a jug. Pour into saucepan and beat with rotary whisk until it boils. Remove from heat at boiling point, add butter and serve with a garnish of parsley and paprika.

### Golden Prunes

Soak prunes in weak tea for 2 hours and then in rum. Put in batter of 4oz of flour, 3 tablespoons of melted butter,  $\frac{3}{4}$  of a tumbler of tepid water, a pinch of salt and the beaten white of an egg. Mix the flour and the butter adding water gradually, keeping batter smooth and liquid. Make it some time before it is needed, adding the beaten egg white at the last minute and a tablespoon of rum. Fry the prunes. When golden roll them in powdered chocolate mixed with vanilla sugar.

### Ants

If ants are troublesome, place slices of freshly cut lemon in their path.

### Screws

If you cannot loosen a rusty screw, dab a little vinegar on it and after a few minutes it should move easily.

### Mushrooms

Sprinkle with a little salt and a lot of lemon juice. Leave 10 minutes. Place on baking dish, face up. Dab each with piece of butter. Cook gently. Serve on toast.

### PIC-NICS

The origin of pic-nics has been traced to Charles, Prince of Wales, afterwards King Charles 1, who, in the year 1618, gave such a party and invited the marquises, lords, knights and squires to bring every man his dish of meat.

For a cut or wound, cover with cobwebs. (It is now known that cobwebs contain penicillin.)

**THANK YOU TO ALL OUR VOLUNTEERS.**

### 8.1.3 COOTAMUNDRA CREATIVE ART AND CULTURAL CENTRE S.355 COMMITTEE MEMBERSHIP

DOCUMENT NUMBER	297780
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p><b>4. Good governance: an actively engaged community and strong leadership team</b></p> <p>4.1 Decision-making is based on collaborative, transparent and accountable leadership</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	Council's Section 355 Management Manual specifies that Council endorsement of proposed members is required.
ATTACHMENTS	Nil

#### RECOMMENDATION

**The office bearers and membership of the Cootamundra Creative Art and Cultural Centre S.355, Committee as detailed in the report, be endorsed.**

#### Introduction

At Council's ordinary meeting on 29 January 2019, a report was submitted to Council (item 8.1.8) including the recommendation to endorse the office bearers and membership of the Cootamundra Creative Art and Cultural Centre S.355 Committee. These details included in that report were based on an email received from the Committee dated 22 August 2018.

#### Discussion

Following publication of the January Council Meeting Agenda an email was received from Rosemary Fowler-Sullivan, Secretary of the Cootamundra Creative Art and Cultural Centre. Noting that the committee membership had changed since the previous advice supplied to Council, accordingly Council resolved:

*A further report on the office bearers and membership of the Cootamundra Creative Art and Cultural Centre S.355 Committee be prepared and submitted to the February, 2019 Ordinary Meeting of Council.*

In response to that resolution, the details of office bearers and membership is provided for Council's consideration, as follows:

**Chairperson:** Simon Bragg  
**Vice-Chairperson:** Leigh Scott  
**Secretary:** Rosemary Fowler-Sullivan  
**Treasurer:** Maree Twomey

**Committee Members:** Lindsey Baber  
Leigh Bowden  
Susan Gheller (Council Representative)  
Annabel Marley  
Isabel Scott  
Michael Van Baast  
Rae Webber

Council's endorsement of the Committee membership and office bearers is requested.

**8.1.4 COOTAMUNDRA TOURISM ACTION GROUP S.355 COMMITTEE MEMBERSHIP**

DOCUMENT NUMBER	297915
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b>  4.1 Decision-making is based on collaborative, transparent and accountable leadership
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	To comply with requirements detailed in the Section 355 Committee Management Manual.
ATTACHMENTS	1. Cootamundra Tourism Action Group s.355 Committee AGM Minutes <a href="#">↓</a>

**RECOMMENDATION**

- 1. The Minutes of the Cootamundra Tourism Action Group s.355 Committee Annual General Meeting held on 31 January 2019, attached to the report, be received and noted.**
- 2. The office bearers of the Cootamundra Tourism Action Group s.355 Committee, as detailed in the report, be endorsed.**

Introduction

At its meeting on 29 January, 2019 Council endorsed the membership of the Cootamundra Tourism Action Group s.355 Committee. The Committee conducted its AGM on 31 January 2019 and the minutes of that meeting are attached.

Discussion

At the Committee's AGM conducted on 31 January 2019, the following members were appointed as Office Bearers in accordance with the requirements detailed in the Section 355 Management Manual:

**Chairperson:** Annie Jacobs

**Vice-Chairperson:** Isabel Scott

**Secretary:** Nina Piotrowicz

**Vice-Secretary:** Sandra Klinke

Council's endorsement of these officer bearers is requested.



**COOTAMUNDRA-  
GUNDAGAI** REGIONAL  
COUNCIL

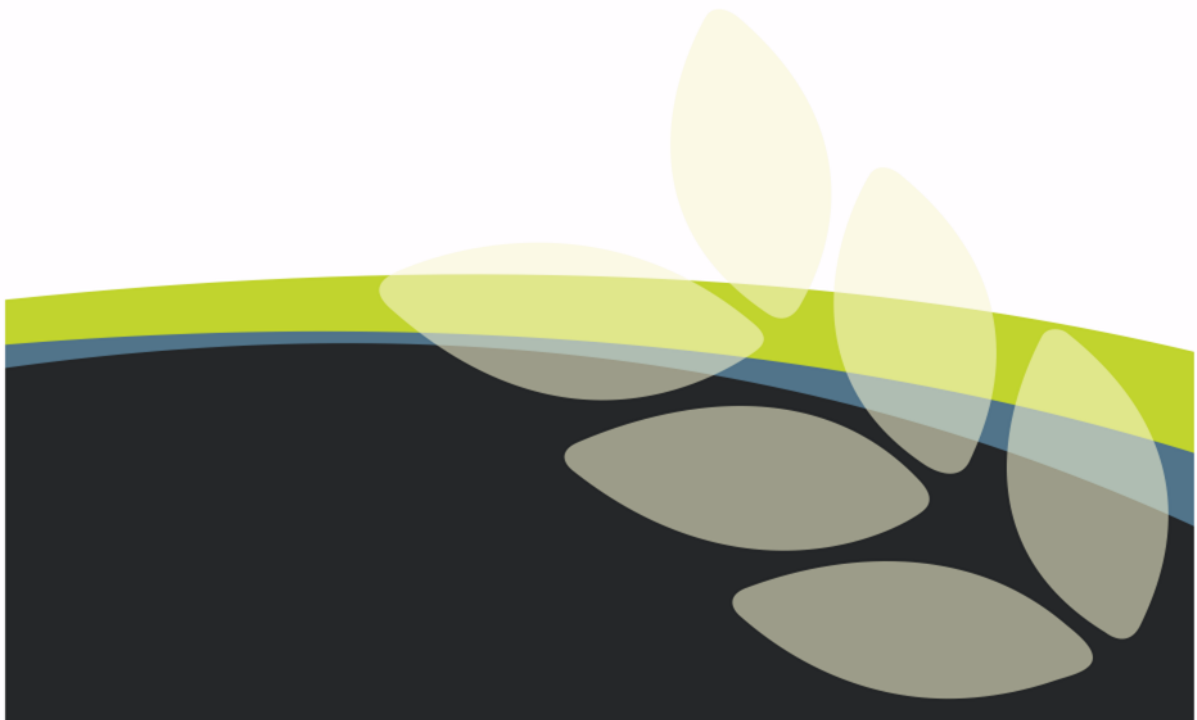
# Minutes

**COOTAMUNDRA TOURISM ACTION SECTION  
355 COMMITTEE**

## **ANNUAL GENERAL MEETING**

**STEPHEN WARD ROOMS, LIBRARY, WALLENDON ST  
COOTAMUNDRA**

**4PM, THURSDAY 31 JANUARY 2019**



## *Minutes*

<b>1</b>	<b>MINUTES .....</b>	<b>2</b>
1.1	Attendance.....	2
1.2	Apologies.....	2
1.3	Confirmation of previous Annual General Meeting Minutes.....	2
1.7	Date and Time of Next Meeting (if known) .....	3
1.8	Time Meeting Closed .....	3
1.9	Annex 1: Chairperson's Report .....	3



## 1 MINUTES

### 1.1 Attendance

#### Present:

President/Chairperson: Cr Leigh Bowden

Secretary: Sally Goodenough

Committee Members: Isabel Scott, Annie Jacobs, Sandra Klinke, Alan East, Nina Piotrowicz, Yvonne Forsyth, Gwen Norman, Alan Moston, Rosemary Fowler-Sullivan, Julianne Collingridge,

Other attendees: Jeana Bell, EM Brown, Cr Penny Nicholson

### 1.2 Apologies

Committee members: Brian Nolan, Sarah Last

Other apologies: Miriam Crane, Cr Charlie Sheahan

### 1.3 Confirmation of previous Annual General Meeting Minutes

As this is the inaugural AGM for this committee there are no previous AGM minutes.

### 1.4 Reading of Annual reports from the Chairperson / Treasurer (if available).

Cr Leigh Bowden opened the meeting with an Acknowledgement of Country.

We are proud to acknowledge that we are meeting today on the traditional land of the Ghudamangdhuray Clan of the Wiradjuri Nation and pay our respects to Elders past, present and emerging.

Cr Leigh Bowden provided a report on the committee's activities in 2018 and its establishment as a s355 committee. See Annex 1 for the full report.

The report was accepted by the meeting. Moved Cr Leigh Bowden, seconded Rosemary Fowler-Sullivan, carried.

The Chairperson declared all positions vacant. Cr Leigh Bowden acted as Returning Officer for the election of Office Bearers.

### 1.5 Acceptance of nominations from committee members for the positions of:

- Chairperson: **Annie Jacobs** nominated by Julieanne Collingridge, nomination seconded by Isabel Scott, elected unopposed
- Secretary: **Nina Piotrowicz** nominated by Annie Jacobs, nomination seconded by Sandra Klinke, elected unopposed
- Vice Chair: **Isabel Scott** nominated by Gwen Norman, nomination seconded by Nina Piotrowicz, elected unopposed
- Assistant Secretary: **Sandra Klinke** nominated by Annie Jacobs, nomination seconded by Gwen Norman, elected unopposed.

### 1.6 Election of Office Bearers

- Chairperson: Annie Jacobs
- Secretary: Nina Piotrowicz
- Vice Chair: Isabel Scott
- Assistant Secretary: Sandra Klinke

## 1.7 Date and Time of Next Meeting (if known)

## 1.8 Time Meeting Closed

Meeting closed 4.35pm.

## 1.9 Annex 1: Chairperson's Report

### COOTAMUNDRA TOURISM ACTION COMMITTEE ANNUAL REPORT 31 January 2019

The Cootamundra Tourism Action Committee (CTAC) was endorsed as a Section 355 Committee of Council at Council's September Ordinary Meeting in 2018. Up until that time it was known as the Cootamundra Tourism Action Group, and had been operating for several years. CTAG was established by the administrator, Christine Ferguson, and Crs Ros Wight and Doug Phillips in the chair.

Applications for membership of the CTAC were invited at the end of 2018 and the members of CTAC were endorsed by Council at its meeting on 29 January, 2019. They are Julianne Collingridge, Alan East, Yvonne Forsyth, Rosemary Fowler Sullivan, Annie Jacobs, Sandra Klinke, Sarah Last, Alan Moston, Brian Nolan, Gwen Norman, Nina Piotrowitz and Isabel Scott.

I have compiled this Report based on the minutes since February 2018.

At the February meeting a brainstorming was conducted of all the things that the group thought Cootamundra could offer. The ideas were collated by Council staff and put under the headings of **Celebrating Heritage, Nature, Amenity, Product Development, Promotion** and **Who will do it?** The intention was for those ideas to form a base from which to start.

Unfortunately the Group experienced a certain amount of frustration during the year. For example: Ideas were proffered about increasing the scope and participation in Wattle Time, even producing a logo to be used by businesses and groups to promote events in August as part of Wattle Time. However the CDC's planning was well underway and it was reluctant to have CTAG involved. Further antagonism developed with the CDC during the year which at this time has not been resolved.

The Beach Volleyball was also identified as an event which could be built upon but nothing formal has happened.

The Friends of Pioneer Park developed a Discussion Paper at Council's request but at this time no discussion has taken place.

There was talk of celebrating Bradman's birthday with a cricket match, cake, etc, but the time of year, August, was deemed to be inappropriate for cricket and it was also too close to the Wattle Time Fair.

The trial signage, which was discussed for the entrances to town, and for which quotes have been received, has not been organised.

There has also been a high turnover of Council Staff involved with the Group/Committee. Those who have attended our meetings include Linda Wiles, Brooke Douglas, Stevie-Leigh Bromham-Fuller, Grace Foulds, Chris Imrie, Callista Harris and Miriam Crane.

However, there were some successes during the year. For example:

As a result of a recommendation put to council by CTAG, plans are underway for a walking track along parts of Muttama Creek with a bike track to follow. Cr Charlie Sheahan, who is the Council representative on the CGRC Traffic Committee, is following up on creating and maintaining bike tracks throughout town.

The Arts Centre held a very successful event last May, Local Unlimited, which showcased local producers and artists. Subsequently, film-maker Hugh Clark was contracted by TACC to produce a short promotional film based on that event. The film, also called Local Unlimited, is on the Council Website but unfortunately has no accompanying documentation to explain what it is.

Council staff, Callista Harris, worked on promoting the web presence of Cootamundra. However, Callista is no longer employed by Council. We thank her for her contribution in the nine months she was here. We developed the slogan, "Cooee Coota", ensuring that the people in Gilgandra were happy for us to use "Cooee". "Cooee Coota" is in keeping with the alliteration of "G'day Gundy".

New Cootamundra booklets were produced, for the short term, as supplies were running low. It will be revamped and reprinted in due course.

Things that were identified by the group to be given priority this year are:

- A stand-alone Visitors Information Centre with full time staff (as in Gundagai)
- Signage at all the entrances to town
- Pursuing grants and funding for tourism
- Building on existing attractions and events
- Employing an experienced event coordinator
- Developing a working relationship with CDC and a demarcation of areas of responsibility.
- 

This Report is by no means comprehensive. It has been difficult to bring together all the things that were discussed throughout the year. However it does include the things that were achieved.

At this point I want to express the Committee's thanks to Sally Goodenough who took over from Yvonne Forsythe, as the Secretary of the group, in April last year. Sally has worked very hard in helping the Committee to become compliant with Section 355 Committee regulations, in addition to all the other thankless secretarial tasks. Sally has decided not to remain part of the CTAC. She wants her life back!

Many thanks to the new Committee for being willing to take on the task of the Cootamundra Tourism Action Committee. As stated by Chris Imrie at a meeting last year, the role of CTAC is to provide grassroots input to Council, gathering data and garnering community support, for the tourism strategies identified in the Economic Development and Tourism Strategy. The key word in CTAC's title is ACTION. Councillors Penny Nicholson, Charlie Sheahan and I look forward to working with you this year to ensure that Cootamundra will be the "come to" place we know it can be.



**COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL**

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**8.1.5 COOTAMUNDRA TOURISM ACTION GROUP S.355 COMMITTEE MEETING MINUTES**

DOCUMENT NUMBER	297913
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b>  4.2 Active participation and engagement in local decision-making
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	Minutes of the s.355 Committee meetings are submitted to Council in accordance with the s.355 Committee Management Manual.
ATTACHMENTS	<ol style="list-style-type: none"> <li>1. Cootamundra Tourism Action Group s.355 Committee Meeting Minutes 31 January 2019 <a href="#">↓</a></li> <li>2. Cootamundra Tourism Action Group s.355 Committee Meeting Minutes 7 February 2019 <a href="#">↓</a></li> </ol>

**RECOMMENDATION**

**The Minutes of the Cootamundra Tourism Action Group s.355 Committee meetings held on 31 January 2019 and 7 February 2019, attached to the report, be received and noted.**

Introduction

The attached Minutes of the Cootamundra Tourism Action Group s.355 Committee held on 31 January 2019 and 7 February 2019, are submitted for the information of Council.



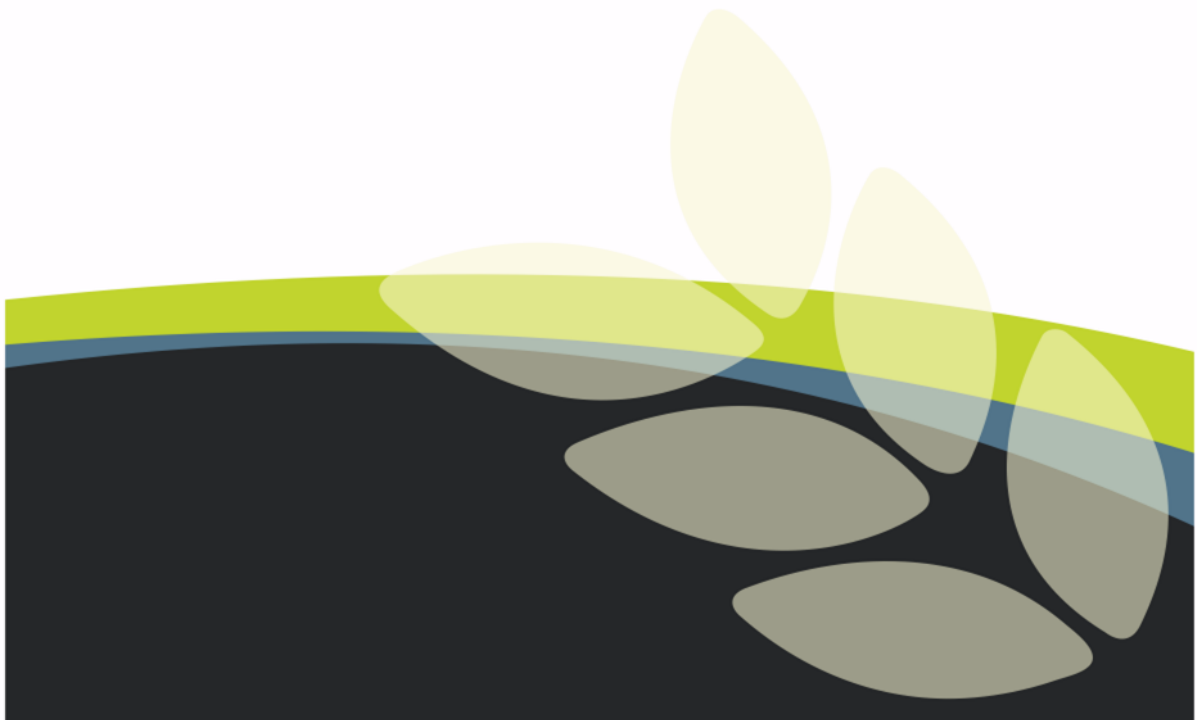
**COOTAMUNDRA-  
GUNDAGAI** REGIONAL  
COUNCIL

# Minutes

**COOTAMUNDRA TOURISM ACTION SECTION  
355 COMMITTEE**

**STEPHEN WARD ROOMS, WALLENDON STREET**

**4.30PM THURSDAY 31 JANUARY 2019**



# Minutes

<b>1 MINUTES .....</b>	<b>2</b>
1.1 Attendance and Confirmation of Quorum .....	2
1.2 Apologies.....	2
1.3 Disclosure of Interests .....	2
1.4 Confirmation of previous meeting Minutes .....	2
1.5 Business Arising from previous Minutes: .....	2
1.6 Correspondence in/out:.....	2
1.7 Report from the Treasurer/President/Secretary: .....	2
1.8 General Business (List Agenda Items).....	3
1.9 Date and Time of Next Meeting .....	Error! Bookmark not defined.
1.10 Time Meeting Closed .....	Error! Bookmark not defined.



## 1 MINUTES

### 1.1 Attendance and Confirmation of Quorum

**Present:** **President/Chairperson:** Annie Jacobs (Chair), Isabel Scott (Vice Chair)  
**Secretary:** Nina Piotrowicz  
**Treasurer:** N/A  
**Councillors:** Leigh Bowden, Penny Nicholson  
**General Members:** Sandra Klinke, Alan Moston, Yvonne Forsyth, Julianne Collingridge, Rosemary Fowler-Sullivan, Gwen Norman, Alan East  
**Other:** Jeana Bell (Council Staff), EM Brown

**Confirmation of a Quorum:** There are **12** Members appointed to this Committee.  
 Quorum numbers are met **[yes]**

*Note: If quorum numbers are not met no actions can be made at this meeting. An informal discussion on items on the agenda can only take place. All agenda items from this meeting will be transferred to the next meeting for determination. Notes on the informal discussion can be made for reference at the next meeting.*

### 1.2 Apologies

Committee Members: Sarah Last, Brian Nolan  
 Other apologies: Cr Charlie Sheehan and Council Staff, Miriam Crane.

### 1.3 Disclosure of Interests

There were **[no]** disclosures of Interest.

### 1.4 Confirmation of previous meeting Minutes

There were no previous minutes to confirm as this was the first meeting of the 355 Committee having been confirmed at the AGM held just prior from 4pm on Thursday 31<sup>st</sup> January 2019.

### 1.5 Business Arising from previous Minutes:

- N/A

### 1.6 Correspondence in/out:

- N/A

### 1.7 Report from the Treasurer/President/Secretary:

- N/A



## 1.8 General Business

- 1) It was proposed that the meeting day be adjusted from the third Thursday of the month to the first Thursday of the month. Time remains unchanged. Proposed: Annie Jacobs, Seconded: Gwen Norman, Motion Carried.

**Action: Secretary to ensure Room bookings amended as appropriate.**

- 2) Committee Charter and Strategy. The Chair noted two examples, one from the Gundagai Tourism Action Committee and one from Liverpool Council. The Chair encouraged review and for Committee members to come prepared for discussion and development of the Charter at the next meeting.

Formalisation into a 355 Committee now gives the group some clout to make recommendations regarding Tourism and related activities to Council. The Chair suggested that once the Charter is resolved that the Committee consider Stakeholder groups and an engagement strategy to interact with the CDC, Operators, Sporting Groups and the Community at large. The Committee can provide advocacy and support to encourage growth and promotion of tourism in Cootamundra and its Villages.

**Action: Committee Members to review the example Charters and come prepared with ideas for the CTAC Charter at the next meeting.**

- 3) The status and involvement of the Committee in the Tourism and Economic Development Strategy and Rural Lands Strategy was discussed. Clarification is needed on how the CTAC will engage and best contribute to these activities. In addition, the CTAC needs to clarify its communication protocols with Council including location of document storage etc.

Motion: That Council be asked to provide the CTAC with a copy of any activity documentation that relates to Tourism in Cootamundra and that ensures it engages with the CTAC to provide input to relevant activities. Proposed: Annie Jacobs, Seconded: Alan Moston. Motion Carried.

**Action: A status request and discussion on CTAC involvement to be had with Council Staff, Miriam Crane.**

**Action: The Secretary/Chair to confirm 355 communication protocols with relevant Council Staff.**

## 1.9 Next Meeting: Thursday 7<sup>th</sup> February at 4pm.

## 1.10 Meeting Closed 5.15pm



**COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL**

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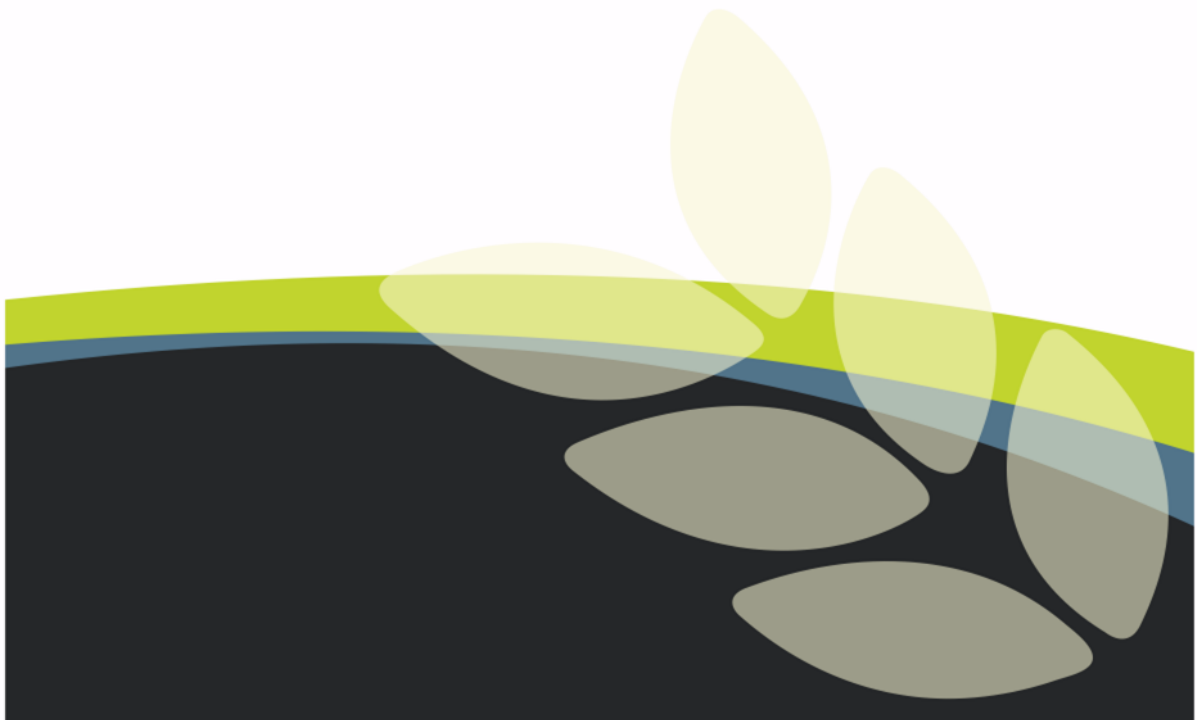
**COOTAMUNDRA-  
GUNDAGAI** REGIONAL  
COUNCIL

# Minutes

**COOTAMUNDRA TOURISM ACTION SECTION  
355 COMMITTEE**

**STEPHEN WARD ROOMS, WALLENDON STREET**

**4.00PM THURSDAY 7 FEBRUARY 2019**



# Minutes

<b>1 MINUTES .....</b>	<b>2</b>
1.1 Attendance and Confirmation of Quorum .....	2
1.2 Apologies.....	2
1.3 Disclosure of Interests .....	2
1.4 Confirmation of previous meeting Minutes .....	2
1.5 Business Arising from previous Minutes: .....	2
1.6 Correspondence in/out:.....	3
1.7 Report from the Executive: .....	3
1.8 CTAC Check-in: .....	3
1.9 General Business (List Agenda Items).....	3
1.10 Date and Time of Next Meeting .....	Error! Bookmark not defined.
1.11 Time Meeting Closed .....	Error! Bookmark not defined.

## 1 MINUTES

### 1.1 Attendance and Confirmation of Quorum

**Present:** **President/Chairperson:** Annie Jacobs (Chair), Isabel Scott (Vice Chair)  
**Secretary:** Nina Piotrowicz, Sandra Klinke (Vice Secretary)  
**Treasurer:** N/A  
**Councillors:** Penny Nicholson  
**General Members:** Alan Moston, Yvonne Forsyth, Julianne Collingridge, Alan East  
**Other:** Jeana Bell (Council Staff), EM Brown

**Confirmation of a Quorum:** There are **12** Members appointed to this Committee.  
 Quorum numbers are met **[yes]**

*Note: If quorum numbers are not met no actions can be made at this meeting. An informal discussion on items on the agenda can only take place. All agenda items from this meeting will be transferred to the next meeting for determination. Notes on the informal discussion can be made for reference at the next meeting.*

### 1.2 Apologies

Committee Members: Gwen Norman, Rosemary Fowler-Sullivan  
 Other apologies: Cr Leigh Bowden and Council Staff, Miriam Crane.

### 1.3 Disclosure of Interests

There were **[no]** disclosures of Interest. The Chair reminded the Committee that interests can also be disclosed during the course of the meetings as appropriate.

### 1.4 Confirmation of previous meeting Minutes

The Minutes of Meeting 31<sup>st</sup> January 2019 were confirmed as a true and accurate record of those proceedings. (Moved: Alan Moston, Seconded: Julianne Collingridge. Carried.)

### 1.5 Business Arising from previous Minutes:

1. Action: The Secretary to make contact with Council Staff to clarify policies and procedures
2. The draft Tourism and Economic Development Strategy is being presented to Council at their 26 February meeting.

Action: The Secretary to review the February Council Meeting Agenda papers and forward a copy of the draft Strategy to CTAC members if the document is included for public view.

Action: The Chair to write to the General Manager of Council to invite them to attend the next CTAC meeting to discuss the draft strategy. (Moved: Annie Jacobs, Seconded: Alan Moston. Carried.)

3. Committee members expressed their frustration at the lack of knowledge of current projects underway or approved that may relate to Tourism. Activities around beautification of the town and villages, the Wallendbeen Silo Painting etc that may not instantly bring to mind Tourism, may in fact contain aspects or information that could be considered in a tourism context by the Committee.

Cr Penny Nicholson noted a document presented by Consultant Paul Woods to Council that outlines all current projects, their status and funding.

Action: Jeana Bell to review documents left by Callista Harris and with permission from Miriam Crane, provide status updates to CTAC at the next meeting.

Action: The Chair to write to Council to request information and copies of projects underway. (Moved: Annie Jacobs, Seconded: Sandra Klinke. Carried)

Action: Cr Penny Nicholson to email Paul Woods to see if CTAC could receive a copy of the Project document mentioned (with appropriate redaction). If yes, the Chair to make contact with Paul Woods to invite to the next CTAC meeting. (Moved: Isabel Scott, Seconded: Julianne Collingridge. Carried.)

## 1.6 Correspondence in/out:

None.

## 1.7 Reports from the Executive:

None

## 1.8 CTAC Check-In.

The Chair explained the process and purpose of the CTAC Check-In. This Agenda item was undertaken after 1.3 and for future meetings will occur at the beginning as well. All attendees spoke of examples they had seen, or been involved in, in the community and surrounds which currently or could support and drive the Cootamundra tourism agenda.

## 1.9 General Business

### 1.9.1 Development of a CTAC Charter

The Charter needs to define the role and purpose of the Committee. The Charter content will add weight to activities such as grant applications and marketing requests. CTAC need to review the Council Tourism and Economic Development Strategy to incorporate ideas as appropriate. A draft Charter based on the City of Liverpool example has been prepared by the Vice Chair. This will be distributed to all Members for comment and input.

Action: The Secretary to send the draft Charter and manage the comment and input process.

### 1.9.2 Stakeholder Engagement

Discussion. How do we find out who we should be engaging with? How do we then best engage? How do we ensure we do not double up on activity already done/underway?

A joint Council & CTAC survey of our local groups and tourism businesses was considered to gather key information such as their signature events, contacts and detail of projects/activities they may already have underway or want help with to grow those signature events. (Moved: Isabel Scott, Seconded: Julianne Collingridge. Carried)

Action: Julianne Collingridge to forward list of Cootamundra Clubs (approx. 90)

Action: Isabel Scott to work with Council Staff (Jeana Bell) to develop a survey for distribution to gather key information such as major events, contacts and plans for the future. Questions to be drafted and presented at the next meeting for review by CTAC.

Action: Jeana Bell to check existing Council contact lists available.

### 1.9.3 Motion for Review and endorsement.

The Motion was reviewed and not endorsed. Items a,b & c now form separate actions arising from discussion. Item d is likely to arise from the Council Tourism and Economic Development Strategy and the Committee should wait on its output. Item e was discussed and the following action decided:

Action: The Chair to write to Council requested that the CTAC be allocated funding in keeping with what has been provided to the Gundagai Tourism Action Committee, but with consideration of the larger population in Cootamundra and also requesting an annual increase. (Moved: Isabel Scott, Seconded: Alan Moston. Carried.)

#### **1.9.4 Other Business**

1.9.4.1 Change of Name. It was pointed out that CTAC is quite close to the abbreviation for The Arts Centre Cootamundra (TACC) and there could be confusion, especially if the C's are not used correctly. The Committee was unsure around protocol of change of name. CTAC could also be confused with the Gundagai Tourism Group.

Action: The Secretary to confirm with Council if name change possible and subsequently what process may need to be followed.

1.9.4.2 Wattle Time. The Chair raised if there would be any positive contribution that CTAC could make to Wattle Time, noting that it is a CDC activity and timeframe-wise activity would be limited. Ideas included encouragement of other Organisations to contribute events, town decorations by Council and passing on of knowledge of grants. (Isabel Scott noted a number of grants that have now closed which would have been appropriate to build the Wattle Time event/theme). Disappointment was expressed at the current status of Wattle Time. Without intervention it is unlikely to be able to be highlighted as a tourism drawcard, but rather remain a community only focused activity. That is not necessarily a negative. The Chair noted the Harden Kite Festival and Young Cherry Festival as examples of events that have gone from community to main tourist event drawcards. It could be that a future recommendation from CTAC to Council is that Council consider a consultant to conduct a review of Wattle Time and work with the stakeholders to develop.

Action: The Chair make contact with the Chair of the Cootamundra Development Corporation (CDC) to open dialogue and consider future collaboration. (Moved: Nina Piotrowicz, Seconded: Alan Moston. Carried.)

#### **1.10 Next Meeting: Thursday 7<sup>th</sup> March at 4pm.**

This meeting is likely to be scheduled for 1.5 hours to accommodate the guest speakers if invitations accepted.

#### **1.11 Meeting Closed 5.20pm**





**COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL**

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**8.1.6 GUNDAGAI TOURISM ACTION S.355 COMMITTEE MEETING MINUTES**

DOCUMENT NUMBER	297766
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b>  4.2 Active participation and engagement in local decision-making
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	Minutes of the s.355 Committee meetings are submitted to Council in accordance with the s.355 Committee Management Manual.
ATTACHMENTS	1. Gundagai Action Committee meeting minutes 13 February 2019 <a href="#">↓</a>

**RECOMMENDATION**

**The Minutes of the Gundagai Tourism Action s.355 Committee meetings held on 13 February 2019 attached to the report, be received and noted.**

Introduction

The attached Minutes of the Gundagai Tourism Action s.355 Committee meeting held on 13 February 2019 are submitted for the information of Council.

**COOTAMUNDRA - GUNDAGAI REGIONAL COUNCIL**

**GUNDAGAI TOURISM ACTION COMMITTEE**

**Meeting No 96**

**Wednesday 13<sup>th</sup> February 8:45am –Gundagai Council Chamber**

**Minutes**

**MEETING COMMENCED:** 9.40am

**PRESENT:** Miriam Crane, Penny Nicholson, Renee Lindley, John Morgan

**APOLOGIES:** Jim Morton, Peter Batey, Abb McAlister

**CONFIRMATION OF MINUTES:**

Moved: Renee Lindley

Second: John Morgan

**CORRESPONDENCE:**

Minutes of the Main Street Art & Stories Committee were received and noted.

*Recommendation: That the proposed sculptor Manning Daly Art be commission for the art work at the corner of Homer St and Sheridan Street. Moved Renee Lindley, Seconded John Morgan, Carried.*

**KEY FOCUS AREA UPDATES**

**(a) Dog on the Tuckerbox Study**

Two submissions have been received and presented to Councillors at a workshop on Tuesday.

**(b) New Tourism and Economic Development Structure**

Draft Tourism and Economic Development Strategy to be presented to Council for their February Meeting.

**(c) Launch and Promotion of Main Street**

**I. Christmas Shopping / Main Street Celebration**

John felt that more promotion needed to be done around the event. It was noted that ads should be included separately to the council newsletter and snippets as many people do not read these. GREG has requested reimbursement of \$1579 to cover the cost of some Christmas decorations purchase (bin covers).

*Recommendation: That the GREG be reimbursed in the amount of \$1579 for Christmas bin covers for Sheridan Street. Moved Penny Nicholson, Seconded John Morgan, Carried.*

**II. Main Street Mural**

Miriam still hasn't arranged an alternate artist.

**III. Architectural Heritage Walk Flyer**

Miriam to reprint the current flyer with the new cover image of the railway bridge and including the old theatre as an item (text as before). Emelia Ferguson has been contacted to advise on details for the new hotel. New flyer stock to be matte not gloss. The heritage houses walk will be provided on a separate desktop printed flyer.

**IV. Gundagai Main Street Art EOI**

As above (in correspondence)

**(d) River Access and Morley's Creek Plan (Old Mill)**

Contractors have been engaged for the Heritage Impact Statement and Engineering works at the Old Mill.

**(e) Visitor Information Centre Upgrade**

Nil.

**(f) Truck Museum**

No further update.

**(g) Railway Bridge and Cycle Path**

No further update.

**Positions Vacant**

Miriam has advised for more committee members.

**Sundy in Gundy Format**

February Sundy in Gundy will be cancelled while a review is conducted due to poor stallholder attendance. Jessie will report to the March TAC meeting on the proposal going forward (if any).

**GENERAL BUSINESS****Heritage****NEXT MEETING:**

Wednesday 13 March 8:45am at Gundagai Council Chambers.

**8.1.7 TENDER FOR THE PROVISION OF LEGAL SERVICES**

DOCUMENT NUMBER	297497
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b>  4.1 Decision-making is based on collaborative, transparent and accountable leadership
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	To comply with the tendering conditions of the Local Government Act 1993 and (General) Regulation 2005.
POLICY IMPLICATIONS	To comply with Council's Procurement Policy and Procedures.
ATTACHMENTS	Nil

**RECOMMENDATION**

- 1. Tenders be invited, using the open tender method, for the establishment of Council's panel of Legal Service providers.**
- 2. A further report be prepared and submitted to Council on the outcomes of the tender process referred to in 1 above.**

Introduction

The Local Government Act and (General) Regulation prescribe that expenditure exceeding \$150,000 in any one or accumulative purchase must be the subject of a tender process. Since the proclamation of Cootamundra-Gundagai Regional Council legal services have been procured on a transactional basis.

As Council's expenditure on legal services will exceed the tendering threshold, the tendering provisions of the Local Government Act and (General) Regulation are applicable.

Discussion

From time to time Council is required to engage legal service providers on a range of issues including:

- Local Government Act 1993 and (General) Regulation 2005
- Environmental Planning and Assessment Act 1979 and Regulations and other related environmental legislation
- Employment and Work Health and Safety Legislation
- Contract Law
- Taxation and Revenue Law

- Administrative Law
- Real Property including residential sale or purchase, retail and commercial, leases, acquisition of easements, and licences and deeds etc.

In order to insure that Council has a suitable panel of Legal Service providers to provide appropriate professional advice and service across the range of work that Council is involved in, it is proposed that tenders be invited.

To ensure that the widest range of potential providers are invited, it is proposed that the open tender method be utilised for the tender process.

### 8.1.8 DELIVERY PROGRAM 2018-2021 AND OPERATIONAL PLAN 2018/19 - HALF YEARLY PROGRESS REPORT

DOCUMENT NUMBER	295142
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p><b>4. Good governance: an actively engaged community and strong leadership team</b></p> <p>4.1 Decision-making is based on collaborative, transparent and accountable leadership</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	In accordance with section 404(5) of the Local Government Act.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. 1 July - 31 December 2018 DP/OP Progress Report <a href="#">↓</a>

#### RECOMMENDATION

**The Delivery Program 2018-2021 incorporating the Operational Plan 2018/19 (Year 1) half yearly progress report (1 July – 31 December 2018) be received and noted.**

#### Background

- At its meeting of 10 April 2018 Council adopted its Community Strategic Plan 2018 – 2028. Subsequently, at its meeting of 26 June 2018 Council adopted its Delivery Program 2018 – 2021 and the Operational Plan 2018/19).
- Section 404 (5) of the Local Government Act 1993 requires that “The general manager must ensure that regular progress reports are provided to the council reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every 6 months.”
- Accordingly, annexed to this report is a half yearly progress report outlining the extent to which performance measures and targets set out in the Delivery Program and Operational Plan have been achieved during the first half of the reporting year, that is between 1 July and 31 December 2018.
- The Status/Comment column includes one of the following descriptors to indicate the status of the action with supporting comments provided;
  - Completed or Achieved
  - In Progress
  - Ongoing
  - Not yet commenced
  - Not Due to Commence
- Attached is the Delivery Program 2018-2021 incorporating the Operational Plan 2018/19 (Year 1) - Half Yearly Progress Report (1 July 2018 – 31 December 2018) for review.

# Delivery Program/ Operational Plan

## Half Yearly Progress Report (1 July 2018 – 31 December 2018)

Key Direction 1: A vibrant and supportive community: all members of our community are valued							
Objective 1.1: Our Community is inclusive and connected							
CSP 18/28		Delivery Program 18/19 – 20/21			Operational Plan 18/19		Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
1.1a	A range of programs, activities and events are delivered and promoted across the region to create opportunities for all members of our community to come together and strengthen community cohesion.	1.1a(1)	Deliver a range of programs, activities and events and ensure they are planned, promoted and executed in an efficient, inclusive and professional manner.	<ul style="list-style-type: none"> <li>Increase in local events and activities participation rates</li> <li>Increase in community satisfaction with programs, activities and events on offer</li> </ul>	Communications and Media	<ul style="list-style-type: none"> <li>Develop and implement a program of Events for Youth week and Seniors Week in 2019, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress.               <ul style="list-style-type: none"> <li>Development of program for Senior's Week currently in progress. Council is facilitating transport for seniors from Cootamundra to the Gundagai Seniors Expo on 13 February 2019.</li> <li>Program for Youth Week in April 2019 is being developed.</li> </ul> </li> </ul>
		1.1a(2)	Work with our community to promote community spirit by assisting with the administration, organisation and promotion of events and community gatherings as required.	<ul style="list-style-type: none"> <li>Increase in local events and activities participation rates</li> <li>Increase in community satisfaction with programs, activities and events on offer</li> </ul>	Communications and Media	No actions proposed in 18/19	N/A
		1.1a(3)	Encourage the development of initiatives to welcome new residents and make them aware of the opportunities which exist in the local government area.	<ul style="list-style-type: none"> <li>Increase in new residents satisfaction and participation rates</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Develop New Residents' Packs with general information on the Council area, services and additional information on the subject of resident's locality, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Interim new residents' packs developed with display folders designed and printed. Further information to be progressively added.</li> </ul>
		1.1a(4)	Provide modern, vibrant and relevant library services, programs and activities to the community in conjunction with Riverina Regional Library (RRL).	<ul style="list-style-type: none"> <li>Increase in library memberships</li> <li>Increase in library circulation volumes</li> <li>Increase in library program and activity participation rates</li> </ul>	Library Services	<ul style="list-style-type: none"> <li>Implement program to encourage Library membership and increase overall membership numbers</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing. Program implemented at the Cootamundra Library, including:               <ul style="list-style-type: none"> <li>Use of public computers requiring membership.</li> <li>Prize incentives for members recommending new members to join.</li> <li>Participation in activities and programs requiring membership.</li> </ul> </li> <li>This has resulted in membership of the Cootamundra Library increasing to 3301 members from 3043.</li> </ul>
1.1b	Cultural and arts facilities and services are promoted and supported.	1.1b(1)	Build and sustain partnerships with cultural and arts bodies, and the local arts community, to support activities and to secure funding for cultural and arts development in the local government area.	<ul style="list-style-type: none"> <li>Increase in cultural and arts activity participation rates</li> <li>Funding opportunities sought and realised</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Applications made for funding for projects at the following locations: The Arts Centre Cootamundra, the Old Mill Centre Gundagai, Mirrabooka Gundagai, Men's Shed/ Community Garden</li> </ul>	<ul style="list-style-type: none"> <li>Completed. SCCF funding secured as follows:               <ul style="list-style-type: none"> <li>\$185,000 for the Arts Centre Cootamundra.</li> <li>\$150,000 for the Old Mill Centre in Gundagai.</li> <li>\$67,000 for Mirrabooka Gundagai.</li> <li>\$233,794 Men's shed/Community garden.</li> </ul> </li> </ul>
		1.1b(2)	Provide assistance to art and cultural bodies to promote and develop programs and facilities.	<ul style="list-style-type: none"> <li>Increase in cultural and arts activity participation rates</li> <li>Increase in art and cultural bodies' satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Applications made for funding for projects at the following locations: The Arts Centre Cootamundra, the Old Mill Centre Gundagai, Mirrabooka Gundagai, Men's Shed/ Community Garden</li> </ul>	<ul style="list-style-type: none"> <li>Completed. SCCF funding secured as follows:               <ul style="list-style-type: none"> <li>\$185,000 for the Arts Centre Cootamundra.</li> <li>\$150,000 for the Old Mill Centre in Gundagai.</li> <li>\$67,000 for Mirrabooka Gundagai.</li> <li>\$233,794 Men's shed/Community garden.</li> </ul> </li> </ul>
		1.1b(3)	Undertake development of Cootamundra library outdoor area.	<ul style="list-style-type: none"> <li>Library outdoor area complete</li> <li>Increase in library users satisfaction with facility</li> </ul>	Building and Property Management and Maintenance	<ul style="list-style-type: none"> <li>Develop outdoor space adjoining the Stephen Ward Rooms Cootamundra Library for indoor/outdoor meeting space, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Final designs completed. Quotations for work to be invited in February 2019.</li> </ul>
1.1c	Local groups, clubs, and volunteer organisations are	1.1c(1)	Ensure the best interests of local volunteer and community organisations are promoted where ever possible.	<ul style="list-style-type: none"> <li>Increase in volunteer and community organisation satisfaction</li> </ul>	Community and Culture	No actions proposed in 18/19	N/A



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	recognised, promoted and supported.	1.1c(2)	Encourage volunteerism across the local government area.	<ul style="list-style-type: none"> <li>• Increase in local volunteerism rates</li> </ul>	Community and Culture		
		1.1c(3)	Provide support and funding where possible to support a range of community groups to deliver positive outcomes for the local community.	<ul style="list-style-type: none"> <li>• Increase in community group satisfaction</li> </ul>	Community and Culture	<ul style="list-style-type: none"> <li>• Apply for funding on behalf of Community Groups under the Stronger Country Community Fund</li> </ul>	<ul style="list-style-type: none"> <li>• Completed. Range of successful SCCF round 2 funding applications submitted on behalf of community groups with \$2.78 million in funding secured.</li> </ul>
1.1d	Recognise and value the importance and uniqueness of the history and heritage of our area and its communities.	1.1d(1)	Continue to provide and maintain the local museums both as a repository and for public viewing of valuable local historical memorabilia.	<ul style="list-style-type: none"> <li>• Increase in visitor numbers at local museums</li> <li>• Increase in community and visitor satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>• List local museum on Australian tourism data warehouse</li> <li>• promote local museum on Tourism Social Media</li> </ul>	<ul style="list-style-type: none"> <li>• Completed.</li> </ul>
		1.1d(2)	Seek funding opportunities for the conservation and enhancement of local historical buildings and structures and undertake these activities.	<ul style="list-style-type: none"> <li>• Funding opportunities sought and realised</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>• Secure funding for Main Street Heritage Paint Scheme in Gundagai and the Wallendbeen Heritage Study</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Funding obtained and work commenced.</li> </ul>
		1.1d(3)	Facilitate the coordination and promotion of the different historical groups and heritage assets within the local government area.	<ul style="list-style-type: none"> <li>• Historical group participation rates maintained</li> <li>• Increase in historical group, visitor and community satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>• Install Interpretative signage in Sheridan Street Gundagai, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• Completed. Interpretive signage installed. Further funding has also been secured to install additional signage.</li> </ul>
1.1e	Develop and implement a range of activities and initiatives which promote a culture of accessibility and inclusiveness.	1.1e(1)	Develop and implement accessibility strategies as identified in the Disability Inclusion Access Plan.	<ul style="list-style-type: none"> <li>• Disability Inclusion Access Plan developed and outcomes realised</li> </ul>	Community and Culture	<ul style="list-style-type: none"> <li>• Review and implement Councils Disability Inclusion Action Plan, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Access and Inclusion Committee Terms of Reference approved by Council in November 2018. Committee to be formed in February 2019.</li> </ul>
		1.1e(2)	Develop and implement a Youth Strategy which meets the needs of young people within our community.	<ul style="list-style-type: none"> <li>• Youth Strategy developed and outcomes realised</li> </ul>	Community and Culture	<ul style="list-style-type: none"> <li>• Develop a Youth Strategy, by 30 June 2019</li> <li>• Implement a Gundagai Youth Radio Program, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• The Member for Cootamundra has requested an electorate wide strategy. Accordingly the Youth Strategy work has been deferred subject to the advice from the State Government on the electorate wide strategy.</li> <li>• Not Yet Commenced. Liaison by Council Staff with local youth is to be undertaken with a view to encouraging participation in the program.</li> </ul>

**Objective 1.2: Public spaces provide for a diversity of activity and strengthen our social connections**

CSP 18/28		Delivery Program 18/19 – 20/21				Operational Plan 18/19	Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
1.2a	Maintain and enhance the amenity of our main streets and public spaces so that they are attractive, clean and people feel safe.	1.2a(1)	Enhance the amenity and appearance of our towns' main streets.	<ul style="list-style-type: none"> <li>• Increase in community and visitor satisfaction</li> <li>• Number of urban trees maintained</li> </ul>	Tourism & Economic Development Assets	<ul style="list-style-type: none"> <li>• Construct Gundagai Main Street Public Toilet, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Plans and specifications prepared with DA to be lodged in early 2019.</li> </ul>
		1.2a(2)	Provide and maintain a clean and attractive streetscape.	<ul style="list-style-type: none"> <li>• Increase in community and visitor satisfaction</li> </ul>	Tourism & Economic Development	No actions proposed in 18/19	N/A
		1.2a(3)	Plan for and construct approved streetscape and public space upgrades as funding permits.	<ul style="list-style-type: none"> <li>• Works plan realised</li> <li>• Increase in community and visitor satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>• Engage consultant to prepare Cootamundra Arts Precinct Masterplan, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Consultant engaged and masterplan underway for Cootamundra Arts Precinct.</li> </ul>
1.2b	Promote our sense of identity and enhance the attractiveness of our region by investing in town and village entrances.	1.2b(1)	Improve the amenity of town and village entrances.	<ul style="list-style-type: none"> <li>• Increase in community and visitor satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>• Engage consultant to design boundary and Village Signage</li> <li>• Make application for funding for improvements to village entrances</li> </ul>	<ul style="list-style-type: none"> <li>• Completed. Shire boundary and village signage installed.</li> <li>• Completed. Funding for further work on entrances secured.</li> </ul>
1.2c	Encourage the wide-spread use of open spaces and community facilities by ensuring they are welcoming, accessible,	1.2c(1)	Maintain and improve Council buildings, facilities and parks in accordance with asset management plans.	<ul style="list-style-type: none"> <li>• Increase in community and visitor satisfaction</li> </ul>	Building and Property Management and Maintenance	<ul style="list-style-type: none"> <li>• Create an Outdoor Reading Space adjoining the Gundagai Library, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Scheduled to be completed by the end of May 2019.</li> </ul>



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	maintained and managed for everyone to enjoy, and that they continue to meet the needs of our community.	1.2c(2)	Maintain and improve Council library facilities.	<ul style="list-style-type: none"> <li>• Increase in library memberships</li> <li>• Increase in library circulation volumes</li> <li>• Increase in library program and activity participation rates</li> </ul>	Library Services	<ul style="list-style-type: none"> <li>• Develop plans for improvement to Library Spaces, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Strategic planning has been undertaken for both libraries with applications for funding submitted for improvements. Budget requirements and funding options will be identified and evaluated at the Library Strategic Planning Day to be held in February 2019.</li> </ul>
		1.2c(3)	Maintain and improve Council's parks and recreation and sporting facilities.	<ul style="list-style-type: none"> <li>• Increase in Council facilities use</li> <li>• Increase in community satisfaction</li> </ul>	Recreation Facilities – Cootamundra Recreation Facilities – Gundagai	No actions proposed in 18/19	N/A
		1.2c(4)	Co-ordinate the provision of Council facilities for community use.	<ul style="list-style-type: none"> <li>• Increase in Council facilities use</li> <li>• Increase in community satisfaction</li> </ul>	Recreation Facilities – Cootamundra Recreation Facilities – Gundagai	No actions proposed in 18/19	N/A
		1.2c(5)	Investigate options to work in partnership and enter into joint venture arrangements to make better use of facilities within the local government area.	<ul style="list-style-type: none"> <li>• Opportunities sought and realised</li> <li>• Increase in community facilities use</li> </ul>	Deputy General Manager	<ul style="list-style-type: none"> <li>• Contribute to Department of Education Multi-Purpose Facilities, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• Not Due to Commence. No work to date. Report to be presented to Council for consideration of proposal to reallocate funds.</li> </ul>

**Objective 1.3: Our community members are healthy and safe**

CSP 18/28		Delivery Program 18/19 – 20/21			Operational Plan 18/19		Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
1.3a	A broad range of services are provided and supported to meet the needs of all members to promote personal health and well-being and encourage a healthy lifestyle.	1.3a(1)	Continue to consult with local health services providers and identify and advocate for opportunities to improve the quality and range of health services provided in the local government area.	<ul style="list-style-type: none"> <li>• Increase in health of community</li> <li>• Increase in community and health providers satisfaction</li> </ul>	Community and Culture	<ul style="list-style-type: none"> <li>• Participate in Interagency Network opportunities</li> <li>• Initiate and participate in Community Drug, Alcohol and Mental Health first response meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing. Gundagai Interagency Network meetings attended by Council Staff.</li> <li>• Ongoing. Dual Diagnosis Action Group meetings facilitated and attended by Council Staff.</li> </ul>
		1.3a(2)	Promote a wide range of health and community services offered by various agencies in the local government area.	<ul style="list-style-type: none"> <li>• Increase in participation rates</li> </ul>	Community and Culture	<ul style="list-style-type: none"> <li>• Utilise available mediums for promotion of services</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing. Listings of Health and Community Services promoted on Coota local/Gundagai local and CGRC website.</li> </ul>
		1.3a(3)	Provide and maintain Mirrabooka Community Centre building to facilitate health and welfare needs of the community.	<ul style="list-style-type: none"> <li>• Increase in Mirrabooka Community Centre use</li> <li>• Increase in community satisfaction</li> </ul>	Community and Culture	<ul style="list-style-type: none"> <li>• Undertake improvements at Mirrabooka Community Centre, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Funding of \$67,000 secured for upgrades. Funding deed to be issued in January 2019 with building work likely to be deferred until 2019/20.</li> </ul>
		1.3a(4)	Promote programs which encourage healthy lifestyle choices and activities.	<ul style="list-style-type: none"> <li>• Increase in participation rates of programs and activities</li> </ul>	Recreation Facilities – Cootamundra Recreation Facilities – Gundagai	No actions proposed in 18/19	N/A
1.3b	Provide opportunities for the recreational and active use of parks, sporting facilities and swimming pools by ensuring they are promoted, accessible, safe, maintained and managed, and meet the needs of all age groups.	1.3b(1)	Provide, maintain, renew and promote high quality sporting, swimming and active recreational facilities and programs for the community, active sporting associations and visitors.	<ul style="list-style-type: none"> <li>• Increase in Council facilities use</li> <li>• Increase in community satisfaction</li> </ul>	Recreation Facilities – Cootamundra Recreation Facilities – Gundagai	<ul style="list-style-type: none"> <li>• Develop Recreation Strategy, by 30 June 2019</li> <li>• Undertake Fisher Park lighting upgrade, by 30 June 2019</li> <li>• Construct Country Club Oval Clubhouse/Amenities Building, by 30 June 2019</li> <li>• Undertake improvements to the Gundagai Netball Courts lighting and amenities, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• Not Yet Commenced.</li> <li>• In Progress. Tenders documents being prepared with the work anticipated to be completed in 12 months time.</li> <li>• In Progress. Scheduled for completion by 30 June 2019.</li> </ul>

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					<ul style="list-style-type: none"><li>• Upgrade play and fitness equipment at Nangus, Stockinbingal and Wallendbeen Villages, by 30 June 2019</li><li>• Upgrade Community Fitness infrastructure in Gundagai and Cootamundra, by 30 June 2019</li></ul>	<ul style="list-style-type: none"><li>• In Progress. Project is in design stage and quoting stage. Scheduled for completion by December 2019.</li><li>• In Progress as follows:<ul style="list-style-type: none"><li>○ Nangus playground – Completed.</li><li>○ Stockinbingal playground – Community consultation has been undertaken with installation ready to commence.</li><li>○ Wallendbeen playground – Completed.</li></ul></li><li>• Not Yet Commenced.</li></ul>	
		1.3b(2)	Provide and maintain parks and gardens that are aesthetically pleasing, accessible and are available for passive recreational pursuits.	<ul style="list-style-type: none"><li>• Increase in Council parks and gardens use</li><li>• Increase in community satisfaction</li></ul>	Recreation Facilities – Cootamundra Recreation Facilities – Gundagai	<ul style="list-style-type: none"><li>• Commence planning for the installation of a Regional Playground at Jubilee Park in Cootamundra, by 30 June 2019</li></ul>	<ul style="list-style-type: none"><li>• In Progress. Construction plans are being prepared following which tenders will be invited.</li></ul>
		1.3b(3)	Construct a large-scale Adventure Playground in Gundagai.	<ul style="list-style-type: none"><li>• Adventure Playground constructed</li><li>• Positive feedback from community</li></ul>	Recreation Facilities – Gundagai	<ul style="list-style-type: none"><li>• Commence planning for the Gundagai Large Scale adventure playground, by 30 June 2019</li></ul>	<ul style="list-style-type: none"><li>• In Progress. Construction plans are being prepared following which tenders will be invited.</li></ul>
		1.3b(4)	Develop and implement an inspection and maintenance plan for playground equipment.	<ul style="list-style-type: none"><li>• Reduction in number and severity of incidents and injuries at Council playgrounds</li></ul>	Recreation Facilities – Cootamundra Recreation Facilities – Gundagai	<ul style="list-style-type: none"><li>• Playground inspection and maintenance program developed and implemented, by 30 June 2019</li></ul>	<ul style="list-style-type: none"><li>• In Progress. Playground inspection program has been developed with maintenance requirements identified and repairs undertaken as required.</li></ul>
		1.3b(5)	Undertake improvements to the Cootamundra and Gundagai swimming pool facilities.	<ul style="list-style-type: none"><li>• Increase in Council facilities use</li><li>• Increase in community satisfaction</li></ul>	Recreation Facilities – Cootamundra Recreation Facilities – Gundagai	<ul style="list-style-type: none"><li>• Commence planning for improvements of the Cootamundra Aquatic Centre, by 30 June 2019</li></ul>	<ul style="list-style-type: none"><li>• Not Yet Commenced.</li></ul>
		1.3b(6)	Work in partnership with active sporting associations, community groups and health providers to ensure sporting facilities are fit for current and future community need.	<ul style="list-style-type: none"><li>• Sporting associations, community groups and health provider participation rates maintained</li><li>• Increase in sporting associations, community groups, health providers and community satisfaction</li></ul>	Recreation Facilities – Cootamundra Recreation Facilities – Gundagai	<ul style="list-style-type: none"><li>• Develop a Gundagai Recreation Masterplan to incorporate netball courts, memorial pool, gymnasium, club’s sporting facilities and the current youth space, by 30 June 2019</li></ul>	<ul style="list-style-type: none"><li>• In Progress. Community consultation commenced following community survey being undertaken. Consultant to be engaged to progress the project.</li></ul>
		1.3b(7)	Programs are developed to ensure the ongoing risk assessment and maintenance of Council facilities.	<ul style="list-style-type: none"><li>• Programs developed</li><li>• Reduction in rate of incident and injury at Council facilities</li><li>• Reduction in number and volume of insurance claims</li><li>• Reduction in cost of insurance premiums</li></ul>	Recreation Facilities – Cootamundra Recreation Facilities – Gundagai WHS	No actions proposed in 18/19	N/A
1.3c	Work with key partners and members of our community to maintain low levels of local crime and deliver community safety.	1.3c(1)	Work in partnership with local agencies to identify and advocate for opportunities to improve overall community safety.	<ul style="list-style-type: none"><li>• Reduction in rate of vehicular and pedestrian incidents</li><li>• Maintain or minimise local crime rate</li></ul>	Road Safety	No actions proposed in 18/19	N/A

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		1.3c(2)	Develop and operate safe food handling and public health controls.	<ul style="list-style-type: none"> <li>Reduction in rate of local food and public health related incidents</li> </ul>	Environmental Health and Compliance	<ul style="list-style-type: none"> <li>Implement a Food Safety Education Scheme by promoting the benefits of food safety to our communities and educating operators on food safety practices, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing with the following components achieved: <ul style="list-style-type: none"> <li>Food Safety Awareness pilot programs run at two local schools.</li> <li>Program established for inspection of all food premises by 30 June 2019. This is an increase on the 2017/18 inspections which covered 60% of food premises. Education is part of the inspection program.</li> <li>Food Safety Education Calendars ordered and will be distributed to food outlets in June 2019.</li> <li>One educational newsletter sent out to food outlets. A second has been prepared and will be sent out in January 2019.</li> </ul> </li> </ul>
		1.3c(3)	A range of programs are supported, promoted and controlled to encourage and enforce responsible companion animal ownership.	<ul style="list-style-type: none"> <li>Increase in companion animal registrations</li> <li>Reduction in number of impounding's</li> <li>Reduction in rate of companion animal related incidents</li> <li>Reduction in number of companion animal related fines issued</li> </ul>	Regulatory Services	<ul style="list-style-type: none"> <li>Undertake Companion Animals Audit, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Not Yet Commenced. Competing priorities and staff resource availability has delayed commencement.</li> </ul>
1.3d	Deliver dependable emergency service management practices and responses which protect our community members.	1.3d(1)	Co-ordinate between the District and Local Emergency Management Committees and provide emergency effective emergency management assistance as required.	<ul style="list-style-type: none"> <li>Increase in community satisfaction with emergency responses when required</li> </ul>	Regulatory Services	<ul style="list-style-type: none"> <li>Liaise with the District and Local Emergency Management Committees to ensure coordination of emergency management assistance</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing. Meeting with major stakeholders in emergency management plans scheduled for January 2019 to facilitate ongoing coordination and training.</li> </ul>
		1.3d(2)	Develop and maintain effective and well tested emergency management plans.	<ul style="list-style-type: none"> <li>Emergency management plans developed</li> <li>Increase in community satisfaction with emergency responses when required</li> </ul>	Regulatory Services	<ul style="list-style-type: none"> <li>Develop Local Emergency Management Plan</li> </ul>	<ul style="list-style-type: none"> <li>Completed. Plan developed and submitted to the Local Emergency Management Committees.</li> </ul>
		1.3d(3)	Maintain an active involvement and positive relationship with FRNSW, RFS and SES, Health, Ambulance, Police, Local Land Services and all emergency services organisations within the legislative framework and for the benefit of the community.	<ul style="list-style-type: none"> <li>Increase in community satisfaction with emergency responses when required</li> </ul>	Regulatory Services	<ul style="list-style-type: none"> <li>Liaise with Local Emergency Operations Controller to ensure coordination of emergency management assistance</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing. Meeting with Local Emergency Operations Controller scheduled for January 2019.</li> </ul>
		1.3d(4)	Provide administrative support for the co-ordination of the various emergency services to provide the most effective disaster management for community.	<ul style="list-style-type: none"> <li>Increase in community satisfaction with emergency responses when required</li> </ul>	Regulatory Services	<ul style="list-style-type: none"> <li>Administrative support provided to emergency management meetings</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing. Executive support for Emergency management meeting being provided.</li> </ul>

## Key Direction 2: A prosperous and resilient economy: we are innovative and 'open for business'

## Objective 2.1: The local economy is strong and diverse

CSP 18/28		Delivery Program 18/19 – 20/21				Operational Plan 18/19	Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
2.1a	Develop and deliver strategies which support the economic sustainability of the Cootamundra-Gundagai region.	2.1a(1)	Develop and implement an integrated Tourism and Economic Development Strategy for the Cootamundra-Gundagai region.	<ul style="list-style-type: none"> <li>Tourism and Economic Development Strategy developed and outcomes realised</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Develop a comprehensive Tourism and Economic Development Strategy for the Local Government Area, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Tourism and Economic Development Strategy currently in consultation phase. Draft Strategy scheduled to be presented at the February Council meeting.</li> </ul>
		2.1a(2)	Work in partnership with individuals, the private sector, other agencies and levels	<ul style="list-style-type: none"> <li>Increase in size of local economy</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Make application for government funding to support Council land release programs, by 31 December 2018</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Application under the Growing Local Economies Funding for Turners Lane Industrial Subdivision submitted with the initial EOI for funding</li> </ul>

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			of government to deliver economic development initiatives.	<ul style="list-style-type: none"> <li>Increased community participation in tourism and economic development committees/groups</li> </ul>		<ul style="list-style-type: none"> <li>Negotiate new memorandum of understanding with Cootamundra Development Corporation, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>successful. Council has been invited to make a full application which will be submitted in early 2019.</li> <li>Not Yet Commenced.</li> </ul>
		2.1a(3)	Implement strategies which encourage the growth of the local population.	<ul style="list-style-type: none"> <li>Increase in local population</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Participate in Country Change initiative</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing.</li> </ul>
		2.1a(4)	Actively seek and apply for funding opportunities which deliver additional income and contribute to community objectives.	<ul style="list-style-type: none"> <li>Funding opportunities sought and realised</li> </ul>	General Manager	<ul style="list-style-type: none"> <li>Pursue available grant opportunities</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing. Council has secured numerous grants through various funding sources. A spreadsheet detailing each of the projects has been developed and distributed to Councillors.</li> </ul>
2.1b	Develop and implement land-use strategies and management practices which protect our agricultural sector.	2.1b(1)	Work with land-owners, farmers and other agencies to advocate for the protection of the local agricultural sector through an effective land-use strategy.	<ul style="list-style-type: none"> <li>Increase in size of local economy of agricultural sector</li> </ul>	Strategic and Statutory Planning	No actions proposed in 18/19	N/A
		2.1b(2)	Develop and operate development control systems which support the protection of agricultural land.	<ul style="list-style-type: none"> <li>Development controls in place</li> <li>Increase in size of local economy of agricultural sector</li> </ul>	Strategic and Statutory Planning	<ul style="list-style-type: none"> <li>Commence development of new LEP and DCP, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Not Yet Commenced. Draft DCP to be prepared following preparation of the LEP. LEP will not be completed until 2020.</li> </ul>
		2.1b(3)	Provide, maintain and upgrade as funding permits the Saleyards facility which allows the regular sale of animals from this and surrounding districts in a suitable environment.	<ul style="list-style-type: none"> <li>Increase in Saleyards facility use</li> <li>Increase in Saleyards users satisfaction with facility</li> </ul>	Regulatory Services	<ul style="list-style-type: none"> <li>Undertake lighting upgrade at Cootamundra's Saleyards Facility, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Completed. Lighting upgrade completed. The construction of a new truck wash at the Saleyards is also being undertaken and is 80% completed.</li> </ul>
2.1c	Ensure transportation networks link our local government area with other regional centres and cities and support economic, environmental and community needs.	2.1c(1)	Work with key partners to explore and advocate for opportunities to better utilize and develop transportation and freight networks which meet our community needs.	<ul style="list-style-type: none"> <li>Increase in community, business and industry group satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Facilitate Community response to the proposed new Canberra/Cootamundra-Gundagai bus route</li> </ul>	<ul style="list-style-type: none"> <li>Completed. Council's response on behalf of the community in support of the proposed new bus route prepared and submitted.</li> </ul>
		2.1c(2)	Provide and maintain a safe and well maintained aerodrome for use by commercial and recreational aircraft and promote use by external users.	<ul style="list-style-type: none"> <li>Increase in aerodrome facility use</li> <li>Increase in aerodrome user satisfaction</li> <li>Reduction in rate of incident and injury at aerodrome</li> </ul>	Regulatory Services	No actions proposed in 18/19	N/A
2.1d	Ensure communication and electronic technologies are accessible to all, meet the current and future needs of our community, and provide consistent and reliable coverage across the local government area.	2.1d(1)	Promote the development of efficient telecommunications technology for business, land owners, education and health needs.	<ul style="list-style-type: none"> <li>Increase in community satisfaction</li> </ul>	Tourism & Economic Development	No actions proposed in 18/19	N/A
		2.1d(2)	Support and advocate for the installation of the National Broadband Network across the local government area.	<ul style="list-style-type: none"> <li>Delivery of National Broadband Network</li> <li>Positive feedback from community</li> </ul>	General Manager	No actions proposed in 18/19	N/A
		2.1d(3)	Offer and promote free public Wi-Fi internet access in key public spaces across the local government area.	<ul style="list-style-type: none"> <li>Delivery of public Wi-Fi network</li> <li>Positive feedback from community</li> </ul>	Information Technology	<ul style="list-style-type: none"> <li>Provide infrastructure for free Public Wi-Fi Internet Access in key public spaces, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Not Yet Commenced. Project to be rescheduled to 2019/20 due to competing priorities.</li> </ul>
2.1e	Identify, promote and incentivise the strategic and innovative investment	2.1e(1)	Implement a range of initiatives which support and promote the sustainable development of the towns' Central Business Districts and industrial land.	<ul style="list-style-type: none"> <li>Increase in occupation rates of commercial land</li> <li>Increase in number of businesses operating locally</li> </ul>	Strategic and Statutory Planning	No actions proposed in 18/19	N/A



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	opportunities that exist in our region.			<ul style="list-style-type: none"> <li>• Increase in community, business and industry group satisfaction</li> </ul>			
		2.1e(2)	Promote to the community and industry groups potential growth opportunities and development efficiencies.	<ul style="list-style-type: none"> <li>• Increase in size of local economy</li> <li>• Increase in occupation rates of commercial land</li> <li>• Increase in number of businesses operating locally</li> <li>• Increase in community, business and industry group satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>• Facilitate communication mediums for training and funding opportunities for businesses</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing. Information distributed to businesses through email distribution list and on the Coota Local and Gundagai Local Facebook pages.</li> </ul>
		2.1e(3)	Encourage growth in development and construction locally.	<ul style="list-style-type: none"> <li>• Increase in development and construction rates</li> </ul>	Strategic and Statutory Planning	<ul style="list-style-type: none"> <li>• Increase in the number of Construction Certificates issued from the previous year.</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. As at 31 December 2018 there have been 167 Construction Certificates issued. This figure is 20 less than the same period last year.</li> </ul>
2.1f	Develop and strengthen effective partnerships with, and between, locally-based organisations and business operators to enhance connectivity and working together.	2.1f(1)	Work in partnership with agencies and other levels of government to support local businesses.	<ul style="list-style-type: none"> <li>• Increase in size of local economy</li> <li>• Increase in number of businesses operating locally</li> <li>• Increase in community, business and industry group satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>• Facilitate and support local business training opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing. Six training and grant writing workshops facilitated between Cootamundra and Gundagai between 1 July and 31 December 2018.</li> </ul>
		2.1f(2)	Work with key partners and local business owners, investors and employers to investigate, advocate for and promote opportunities for business development and networking.	<ul style="list-style-type: none"> <li>• Increase in participation in local development and networking programs</li> <li>• Positive feedback from participants</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>• Facilitate forums for Economic Development and Growth</li> </ul>	<ul style="list-style-type: none"> <li>• Completed. Economic Growth Forums conducted at Cootamundra and Gundagai in October 2018.</li> </ul>
		2.1f(3)	Maintain a close liaison and continue to work with Regional Development Australia.	<ul style="list-style-type: none"> <li>• Increase in economy of Riverina region</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>• Attend Regional Development Australia forums</li> <li>• Participate in the Country Change Initiative</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing. Council Staff attended the Business Development Officer Forum held in Temora.</li> <li>• Ongoing.</li> </ul>

**Objective 2.2: Strategic land-use planning is co-ordinated and needs-based**

CSP 18/28		Delivery Program 18/19 – 20/21				Operational Plan 18/19	Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
2.2a	Develop integrated land-use strategies which meet the community's current and future needs.	2.2a(1)	Develop a new, comprehensive Local Environmental Plan for the local government area.	<ul style="list-style-type: none"> <li>• Local Environmental Plan is developed</li> <li>• Increase in number and value of development approvals</li> <li>• Increase in community satisfaction</li> </ul>	Strategic and Statutory Planning	<ul style="list-style-type: none"> <li>• Prepare new draft Development Control Plan, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• Not Yet Commenced. Draft DCP to be prepared following preparation of the LEP. LEP will not be completed until 2020.</li> </ul>
		2.2a(2)	Identify and address current and future land-use needs through integrated strategic planning and development.	<ul style="list-style-type: none"> <li>• Increase in number and value of development approvals</li> <li>• Increase in community satisfaction</li> </ul>	Strategic and Statutory Planning	<ul style="list-style-type: none"> <li>• Develop Rural Land Use Strategy by 30 June 2019</li> <li>• Prepare new draft Comprehensive Local Environmental Plan, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress and due to be completed by April 2019. Ten issues papers have been completed and four public meetings held. Meeting have also been held with agencies. Directions paper currently being finalised.</li> <li>• Not Yet Commenced. Draft LEP will not be completed until 2020.</li> </ul>
		2.2a(3)	Provide accurate and timely advice regarding existing and proposed development within the legislative scope of Council.	<ul style="list-style-type: none"> <li>• Responses are provided within agreed timeframes</li> <li>• Inspections are undertaken within agreed timeframes</li> <li>• Increase in customer satisfaction</li> </ul>	Building Control and Certification	<ul style="list-style-type: none"> <li>• Responses to enquiries provided within 5 working days</li> <li>• Inspections undertaken within 48 hours of notification</li> </ul>	<ul style="list-style-type: none"> <li>• Achieved 90% of the time. The ability to achieve 100% compliance is regularly impacted by the requirement to obtain advice/ input from Government agencies.</li> <li>• Achieved. The standard is often exceeded with inspections regularly being undertaken within 24 hours of notification.</li> </ul>

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2.2b	Provide appropriate land-use development to meet market demand	2.2b(1)	Develop and operate development control plans to ensure compliance with appropriate legislation and to achieve the best possible planning and development outcomes for the community.	<ul style="list-style-type: none"> <li>Increase in number and value of development approvals</li> <li>Increase in community satisfaction</li> </ul>	Building Control and Certification	<ul style="list-style-type: none"> <li>Increase in the number and value of Development Consents determined compared to the previous year</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. As at 31 December 2018 there have been 179 development consents determined with a value of \$23,244,778. This figure is 4 less than the same period last year and a relatively small decrease in value of \$145,847.00.</li> </ul>
		2.2b(2)	Ensure that a supply of industrial and residential land is available at all times to facilitate the orderly expansion of the local government area.	<ul style="list-style-type: none"> <li>Meet or exceed land sales targets</li> </ul>	Land Development	<ul style="list-style-type: none"> <li>Market and promote Bourke Estate residential subdivision in Gundagai, by 30 June 2019</li> <li>Market and promote Stage 1 of Claron Estate residential subdivision in Cootamundra, by 30 June 2019</li> <li>Prepare plans for subdivision of industrial land at Turners Lane in Cootamundra, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Marketing is being undertaken with two of the remaining lots under offer for sale.</li> <li>In Progress. 50% of lots within Claron Estate have been sold as at 31 December 2018.</li> <li>In Progress. Subdivision plans have been prepared and construction works are being finalised for Turners Lane with work to commence on roads / drainage and services by 28 February 2019.</li> </ul>

**Objective 2.3: Tourism opportunities are actively promoted**

CSP 18/28		Delivery Program 18/19 – 20/21				Operational Plan 18/19	Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
2.3a	Develop and implement strategies which provide opportunities for increased tourism.	2.3a(1)	Develop and implement an integrated Tourism and Economic Development Strategy for the Cootamundra-Gundagai region.	<ul style="list-style-type: none"> <li>Tourism and Economic Development Strategy developed and outcomes realised</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Develop and implement an integrated Tourism and Economic Development Strategy for the Cootamundra-Gundagai region</li> </ul>	<ul style="list-style-type: none"> <li>Strategy currently in consultation phase, draft to go to February Council meeting.</li> </ul>
2.3b	Actively promote the local government area and local programs, activities and events to attract visitors to the region.	2.3b(1)	Work co-operatively with key partners to identify opportunities and to further promote the local government area to tourists and visitors.	<ul style="list-style-type: none"> <li>Increase in tourist and visitor rates</li> <li>Increase in tourist and visitor satisfaction</li> <li>Increased community participation in tourism and economic development committees/groups</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Formalise status of both Gundagai and Cootamundra Tourism Action committees by 31 December 2018</li> </ul>	<ul style="list-style-type: none"> <li>Completed. Gundagai Tourism Action Committee was granted s.355 Committee status in August 2018. The Cootamundra Tourism Action Group was granted s.355 Committee status in September 2018.</li> </ul>
		2.3b(2)	Work with the community to develop a marketing strategy for the local government area as a tourist destination.	<ul style="list-style-type: none"> <li>Marketing strategy developed</li> <li>Increase in tourist and visitor rates</li> <li>Increase in tourist and visitor satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Develop Marketing Strategy for Local Government Area, by 30 June 2018</li> </ul>	<ul style="list-style-type: none"> <li>Not Yet Commenced. Marketing Strategy is dependent upon completion and adoption of the Tourism and Economic Development Strategy which is yet to occur. Development of the Marketing Strategy is anticipated to commence in 2019/20.</li> </ul>
		2.3b(3)	Ensure local programs, activities and events are actively promoted via a range of mediums to attract and encourage visitors and tourists.	<ul style="list-style-type: none"> <li>Increase in tourist and visitor local events and activities participation rates</li> <li>Increase in tourist and visitor satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Develop Cootamundra Tourism Website and both hardcopy and email Events Newsletter, by 30 June 2019</li> <li>Create, maintain and promote a Calendar of Activities, Programs and Community Events, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Website under development.</li> <li>In Progress. Calendar under development.</li> </ul>
2.3c	Invest in improvements to visitor amenity and experiences.	2.3c(1)	Provide and maintain Visitor Information Centres which meet the needs of tourists and visitors to our local government area.	<ul style="list-style-type: none"> <li>Increase in Visitor Information Centre facility use</li> <li>Increase in tourist and visitor satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Review operation of Council Visitor Services, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress.</li> </ul>
		2.3c(2)	Undertake a redevelopment of the Gundagai Visitor's Information Centre.	<ul style="list-style-type: none"> <li>Facility improvements undertaken</li> <li>Positive feedback from tourists and visitors</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>Re-develop the Gundagai Visitors Information Centre including removal of internal visitors toilets, provision of a theatre space and accessibility improvements, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Delays have occurred due to the relocation of the Adult Change Facility to the Visitor Information Centre complex. These plans are currently at the design phase with a delay of between 6-12 months anticipated.</li> </ul>
		2.3c(3)	Provide a high quality accommodation facility at the Caravan Parks in	<ul style="list-style-type: none"> <li>Increase in Caravan Park facility use</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>No actions proposed in 18/19</li> </ul>	N/A



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			Cootamundra and Gundagai for the use of visitors.	<ul style="list-style-type: none"> <li>• Increase in tourist and visitor satisfaction</li> </ul>			
		2.3c(4)	Undertake connection of water supply to the Dog on the Tuckerbox site.	<ul style="list-style-type: none"> <li>• Water connection complete</li> <li>• Improvement in water quality at site</li> <li>• Meet or exceed site development targets</li> </ul>	Water & Sewer	<ul style="list-style-type: none"> <li>• Deliver infrastructure for water supply extension to Dog on the Tuckerbox site, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Alignment determined with survey works complete including drone survey. Consultants engaged to prepare hydraulic designs.</li> </ul>
		2.3c(5)	Maintain and improve the tourism infrastructure, facilities and services in the local government area to make our area an attractive place to visit.	<ul style="list-style-type: none"> <li>• Increase in tourist and visitor rates</li> <li>• Increase in tourist and visitor satisfaction</li> </ul>	Tourism & Economic Development	<ul style="list-style-type: none"> <li>• Develop Strategic Management Plan for WWII inland aircraft fuel depot, by 30 June 2019</li> <li>• Commence implementation of the recommendations of the Gundagai Gaol Masterplan, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Oral history currently being prepared.</li> <li>• In Progress. Preparation of masterplan commenced.</li> </ul>

**Objective 2.4: Our local workforce is skilled and workplace ready**

CSP 18/28		Delivery Program 18/19 – 20/21				Operational Plan 18/19	Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
2.4a	Develop and implement strategies which increase the knowledge, skills and health of our local workforce.	2.4a(1)	Promote local employment and training opportunities within the Council organisation.	<ul style="list-style-type: none"> <li>• Increase in job vacancy applications received from community members</li> <li>• Increase in training opportunities offered</li> <li>• Increase in staff training participation rates</li> </ul>	Human Resources	<ul style="list-style-type: none"> <li>• Prepare a suite of trainee opportunities to be offered at Council, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• Not Yet Commenced. To be implemented following appointment of Manager in new structure.</li> </ul>
		2.4a(2)	Work with various agencies to promote a range of programs, activities and opportunities which improve the health, well-being and employability of our community.	<ul style="list-style-type: none"> <li>• Decrease in local unemployment rate</li> <li>• Increase in employee and employer satisfaction</li> </ul>	Community and Culture	<ul style="list-style-type: none"> <li>• Facilitate mediums to promote programs activities and opportunities offered in the local government area by other bodies</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing. Promotion provided through websites, social media and email newsletters on request.</li> </ul>

**Key Direction 3: Sustainable natural and built environments: we connect with the places and spaces around us**

**Objective 3.1: The natural environment is valued and protected**

CSP 18/28		Delivery Program 18/19 – 20/21				Operational Plan 18/19	Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
3.1a	Develop and implement land-use strategies and management practices which enhance and protect our natural environments and biodiversity.	3.1a(1)	Develop and operate development control systems which ensure compliance with appropriate legislation and achieve the best possible environmental outcomes.	<ul style="list-style-type: none"> <li>• All new developments are assessed against impact on environment</li> <li>• Increase in community satisfaction</li> </ul>	Building Control and Certification	<ul style="list-style-type: none"> <li>• Impact on the environment of a development is assessed in accordance with legislative obligations.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing.</li> </ul>
		3.1a(2)	Operate an efficient quarrying service in an environmentally responsible manner that meets all statutory requirements and standards.	<ul style="list-style-type: none"> <li>• Quarry materials meet standards of Council's roadwork activities</li> </ul>	Civil Maintenance and Construction – Cootamundra	No actions proposed in 18/19	N/A
		3.1a(3)	Provide and maintain a stormwater disposal system which minimises the carriage of pollutants from the stormwater system to the creek and river systems.	<ul style="list-style-type: none"> <li>• Surface water is redirected to underground stormwater network for appropriate discharge</li> </ul>	Assets Civil Maintenance and Construction – Cootamundra Civil Maintenance and Construction – Gundagai	<ul style="list-style-type: none"> <li>• Commence upgrade of stormwater infrastructure in accordance with the priorities identified in the stormwater priority assessment report (3.2c(5)), by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Upgrades being undertaken progressively in accordance with documented priorities.</li> </ul>
		3.1a(4)	Develop and implement a street tree planting plan which enhances amenity and our natural environment.	<ul style="list-style-type: none"> <li>• Street tree planting plan implemented</li> <li>• Number of urban trees maintained</li> </ul>	Recreation Facilities – Cootamundra	<ul style="list-style-type: none"> <li>• Street Tree planting undertaken in accordance with Gundagai Street tree planning Masterplan</li> <li>• Undertake tree audits across the LGA</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing.</li> <li>• Completed. Tree audits undertaken for the Cootamundra and Gundagai areas.</li> </ul>

				<ul style="list-style-type: none"> <li>Positive feedback from community</li> </ul>	Recreation Facilities – Gundagai		
3.1b	Investigate and implement renewable energy technologies to reduce our environmental footprint.	3.1b(1)	Investigate, identify and promote opportunities that exist within the local government area for implementation of renewable energy technologies.	<ul style="list-style-type: none"> <li>Increase in energy supply from renewable sources</li> </ul>	Deputy General Manager	No actions proposed in 18/19	N/A
		3.1b(2)	Undertake a review of the environmental impact of Council-owned facilities and infrastructure and implement measures which reduce Council's environmental impact.	<ul style="list-style-type: none"> <li>Review of environmental impact undertaken and identified outcomes realised</li> <li>Reduction in power consumption</li> <li>Reduction in use of potable water</li> </ul>	Facilities	<ul style="list-style-type: none"> <li>Undertake investigation into solar energy options for Council buildings, by the 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. A consultant has been engaged and their reports received. A report is to be prepared and submitted to council.</li> </ul>
3.1c	Investigate and implement sustainable waste and water strategies.	3.1c(1)	Undertake a review of waste services across the Local Government area and develop a waste strategy that provides equitable waste services for all residents.	<ul style="list-style-type: none"> <li>Waste Strategy developed and outcomes realised</li> </ul>	Waste Management	<ul style="list-style-type: none"> <li>Undertake waste strategy review and community consultation, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. A preliminary report has been presented to Councillors. A consultant has been engaged to undertake community consultation and prepare the strategy.</li> </ul>
		3.1c(2)	Provide and maintain appropriate rubbish removal, disposal, recycling and greenwaste facilities in the most cost effective, environmentally sustainable and efficient manner.	<ul style="list-style-type: none"> <li>Reduction of volume of waste going to landfill</li> <li>Increase in recycling and greenwaste rates</li> <li>Increase in community satisfaction</li> </ul>	Waste Management	<ul style="list-style-type: none"> <li>Commence planning for construction of a re-use shop at Cootamundra Waste depot, 30 June 2019</li> <li>Undertake improvements at Gundagai Waste Depot, 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Not Yet Commenced. Dependent upon the findings of the Waste Strategy. Will be rescheduled for the 2019/20 year.</li> <li>Not Yet Commenced. Dependent upon the findings of the Waste Strategy. Will be rescheduled for the 2019/20 year.</li> </ul>
		3.1c(3)	Provide a facility through which used chemical drums can be disposed of correctly.	<ul style="list-style-type: none"> <li>Increase in volume of correct chemical drum disposal rate</li> </ul>	Waste Management	<ul style="list-style-type: none"> <li>Provide a drum muster collection service each year at both Cootamundra and Gundagai</li> </ul>	<ul style="list-style-type: none"> <li>Drum Muster collection service is available on one scheduled day in February, May, August and November each year in Cootamundra and is available on an on-demand basis in Gundagai.</li> </ul>
		3.1c(4)	Provide a facility for the composting and re-using of greenwaste.	<ul style="list-style-type: none"> <li>Increase in volume of greenwaste disposal and composting rates</li> </ul>	Waste Management	<ul style="list-style-type: none"> <li>Implement Cootamundra Regional Organics Project (CROP), by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Not Yet Commenced.</li> </ul>
		3.1c(5)	Reuse waste water to increase the amenity of Council parks, gardens and recreational facilities and to reduce the demand on the water supply.	<ul style="list-style-type: none"> <li>Reduction in use of potable water</li> </ul>	Recreation Facilities – Cootamundra Recreation Facilities – Gundagai	No actions proposed in 18/19	N/A
3.1d	Deliver, encourage and support a range of programs, activities and projects that promotes awareness encourages the active protection and sustainability of our natural environment.	3.1d(1)	Provide programs, information and services to our community to increase awareness of, and participation in, environmentally sustainable activities.	<ul style="list-style-type: none"> <li>Reduction in power consumption</li> <li>Reduction in use of potable water</li> <li>Reduction of volume of waste going to landfill</li> <li>Increase in local participation rates</li> <li>Increase in community satisfaction</li> </ul>	Waste Management Water & Sewer	No actions proposed in 18/19	N/A
		3.1d(2)	Provide programs, information and services to increase voluntary recycling and reuse to reduce waste to landfill.	<ul style="list-style-type: none"> <li>Reduction of volume of waste going to landfill</li> <li>Increase in recycling rates</li> </ul>	Waste Management	No actions proposed in 18/19	N/A



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		3.1d(3)	Encourage the best use of treated water through water saving measures.	• Reduction in use of potable water	Water & Sewer		
		3.1d(4)	Contribute to coordinated planning and reporting across local, regional, state and federal areas for the management of the environment.	• Statutory reporting requirements are met	Building Control and Certification	• Monthly lodgement of ABS statistics • Monthly lodgement of Building Professionals Board (BPB) statistics	• Achieved. Statistics lodged as required. • Not Achieved. Statistics are unable to be lodged due to software interface problems between the host and Council's Corporate I.T Systems.
		3.1d(5)	Seek funding for projects aimed at supporting the protection and sustainability of our natural environment.	• Funding opportunities sought and realised	General Manager	• Grant Funding opportunities pursued and secured	• Ongoing. An array of grant funding has been secured for projects including those supporting the protection and sustainability of our natural environment. Detailed are contained in the projects spreadsheet provided to Councillors.
		3.1d(6)	A range of programs are supported, promoted and controlled to reduce and enforce illegal dumping.	• Reduced incidents of illegal dumping	Regulatory Services	• Undertake illegal dumping surveillance and implement associated technology	• In Progress. Application made for grant for the purchase of surveillance cameras. Staff members are qualified in the Surveillance Act for covert placement of surveillance cameras.
3.1e	Undertake active weeds and pest management practices.	3.1e(1)	Noxious weeds will be contained, reduced or eliminated as appropriate.	• Hold or reduce levels of known invasive weed species • Increase in landowner satisfaction	Regulatory Services	• Undertake Weed Control program, by 30 June 2019	• Ongoing. Noxious Weeds being controlled as required.
		3.1e(2)	Promote and deliver programs and initiatives which promote and educate the community on noxious weeds and pest management practices.	• Hold or reduce levels of known invasive weed species • Increase in local participation rates • Increase in landowner satisfaction	Regulatory Services	No actions proposed in 18/19	N/A

**Objective 3.2: Our built environments support and enhance liveability**

CSP 18/28		Delivery Program 18/19 – 20/21				Operational Plan 18/19	Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
3.2a	Develop and implement land-use plans and design practices which complement the character of our communities, are considerate of our heritage, support sustainable design practices and respond to changing needs.	3.2a(1)	Develop and operate development control systems to ensure compliance with appropriate legislation and to achieve the best possible development outcomes for the community.	• Increase in number and value of development approvals • Increase in community satisfaction	Building Control and Certification	• Increase in the number and value of Development Consents granted compared to the previous year	• In Progress. As at 31 December 2018 there have been 179 development consents determined with a value of \$23,244,778. This figure is 4 less than the same period last year and a relatively small decrease in value of \$145,847.00.
		3.2a(2)	Ensure new development is considerate of our heritage.	• LEP identifies areas of heritage significance • All new developments are assessed against impact on heritage	Building Control and Certification	• Assessment of all Development Applications includes heritage considerations as applicable and in accordance with the LEP • Heritage considerations incorporated into new LEP	• Ongoing. Achieved to 31 December 2018. • Not Yet Commenced. Draft DCP to be prepared following preparation of the LEP. LEP will not be completed until 2020.
3.2b	Ensure a variety of housing options are made available.	3.2b(1)	Ensure that planning and development controls are in place to promote and facilitate a variety of housing options for residents.	• Increase in number and value of development approvals • Increase in market satisfaction	Building Control and Certification	• Increase in the number and value of Development Consents granted compared to the previous year	• In Progress. As at 31 December 2018 there have been 179 development consents determined with a value of \$23,244,778. This figure is 4 less than the same period last year and a relatively small decrease in value of \$145,847.00.
3.2c	Deliver and maintain infrastructure to meet the current and future needs of our community.	3.2c(1)	Operate and maintain a water reticulation system capable of providing potable water to all connected premises with minimum disruption and maximum efficiency.	• 100% compliance with NSW Health water supply guidelines • Reduction in unplanned service interruptions and maintenance required	Water & Sewer	• Implement an Integrated Water Cycle Management (IWCM) Plan, by 30 June 2019	• In Progress. Gundagai IWCM plan is at draft stage. Implementation of Council wide plan scheduled for completion by 30 June 2020.

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			<ul style="list-style-type: none"> <li>Increased community satisfaction</li> </ul>			
	3.2c(2)	Undertake Cootamundra Water Main Replacement Program.	<ul style="list-style-type: none"> <li>Cootamundra Water Main Replacement Program complete</li> <li>Reduction in unplanned service interruptions and maintenance required</li> <li>Positive community feedback</li> </ul>	Water & Sewer	<ul style="list-style-type: none"> <li>Undertake Cootamundra Water Main Replacement Program, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Contracts awarded with works being undertaken. Scheduled for completion by June 2020.</li> </ul>
	3.2c(3)	Investigate options for the connection of a water supply to Nangus Village, and consult with the community.	<ul style="list-style-type: none"> <li>Options identified and community consultation activities undertaken</li> </ul>	Water & Sewer	No actions proposed in 18/19	N/A
	3.2c(4)	Operate and maintain a sewage system and treatment plant capable of removing sewage from all connected premises with minimum disruption and maximum efficiency.	<ul style="list-style-type: none"> <li>100% compliance with Environmental Protection Agency (EPA) licensing guidelines</li> <li>Reduction in unplanned service interruptions and maintenance required</li> </ul>	Water & Sewer	<ul style="list-style-type: none"> <li>Commence planning for the Gundagai Sewer Treatment Plant replacement, by 30 June 2019</li> <li>Secure Contract for relining of Sewer Mains, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Concept designs and Review of Environmental Factors completed. Preparation of the detailed design has commenced. Minor earth works to prepare the site have also commenced. Tender invitation process anticipated for late 2019.</li> <li>In Progress. Previous contract was extended for current financial year through the exercise of an option in the contract.</li> </ul>
	3.2c(5)	Provide and maintain a stormwater disposal system which allows the removal of stormwater from the towns in the most economical and efficient manner possible whilst minimising impact on natural environment.	<ul style="list-style-type: none"> <li>Surface water is redirected to underground stormwater network for appropriate discharge</li> </ul>	Assets	<ul style="list-style-type: none"> <li>Commence upgrade of stormwater infrastructure in accordance with the priorities identified in the stormwater priority assessment report (3.1a.(3)), by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Upgrades being undertaken progressively in accordance with documented priorities.</li> </ul>
	3.2c(6)	Undertake Stormwater Mitigation Strategy across Cootamundra and Gundagai.	<ul style="list-style-type: none"> <li>Stormwater Mitigation Strategy complete and outcomes realised</li> <li>Positive community feedback</li> </ul>	Assets	<ul style="list-style-type: none"> <li>Develop Floodplain Risk Management Plans, by 30 June 2019</li> <li>Respond to Gundagai Flood Plain Risk Management Study, by 30 June 2019</li> <li>Undertake Cootamundra Flood Study, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Completed. Gundagai Floodplain Risk Management Plan completed and adopted by Council on 11 December 2018 Resolution Number: 287/2018</li> <li>Not Yet Commenced. Study will be utilised to make application for funding infrastructure repairs as identified in the Study.</li> <li>In Progress. Specification prepared with quotations for the work to be invited. Engagement of consultants to be completed by 30 June 2019.</li> </ul>
	3.2c(7)	Manage Council's waste collection, disposal and processing facilities.	<ul style="list-style-type: none"> <li>Reduction of volume of waste going to landfill</li> <li>Increase in recycling and greenwaste rates</li> <li>Reduction in number and severity of injuries and incidents in waste delivery areas and facilities</li> <li>Increase in community satisfaction</li> </ul>	Waste Management	No actions proposed in 18/19	N/A
	3.2c(8)	Provide an adequate mix of high quality, disabled accessible and appropriately located public toilet facilities.	<ul style="list-style-type: none"> <li>Decrease in number of complaints</li> <li>Increase in community satisfaction</li> </ul>	Facilities	No actions proposed in 18/19	N/A

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3.2d	Develop and implement strategies to deliver safe and accessible local roads, bridges, footpaths and parking.	3.2d(1)	Develop and implement strategies to improve safety and accessibility of all road users.	<ul style="list-style-type: none"> <li>Reduction in rate of vehicular and pedestrian incidents</li> <li>Increase in community satisfaction</li> </ul>	Road Safety	<ul style="list-style-type: none"> <li>Implement 'Catch the Snake Gully Bus' initiative on 16-17 November 2018</li> <li>Deliver the graduated Licence Scheme (GLS) Workshops, by 30 June 2019</li> <li>Implement 'Make your Swag your plan B' initiative during Christmas 2018 and New-year 2019</li> <li>Implement 'Safer Speeds Campaign' over peak holiday periods</li> <li>Implement 'Safer speeds and Travel on alternate Routes of Brungle and Grahamstown roads' during construction stages on Gocup Road</li> </ul>	<ul style="list-style-type: none"> <li>Completed. Initiative implemented and successful.</li> <li>Not Yet Commenced. Project delayed due to vacancy of the Road Safety Officer role. Recruitment process to be finalised by end of February 2019.</li> <li>Completed. Initiative implemented and successful.</li> <li>Ongoing. Campaign implemented during Christmas/New Year period.</li> <li>Completed.</li> </ul>
		3.2d(2)	Maintain civil infrastructure including roads, footpaths, bridges and traffic facilities to agreed standards as set out in asset management plans.	<ul style="list-style-type: none"> <li>Civil infrastructure renewal undertaken in accordance with schedule</li> <li>Increase in community satisfaction</li> </ul>	Civil Maintenance and Construction – Cootamundra Civil Maintenance and Construction – Gundagai	<ul style="list-style-type: none"> <li>Undertake Adjungbilly Road Heavy Vehicle Access Project, 30 June 2019</li> <li>Undertake annual road maintenance program, 30 June 2019</li> <li>Undertake Footpath Renewal and Extension Program, by 30 June 2019</li> <li>Undertake bitumen seal of Rathmells lane, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Project commenced with expected completion in late 2020.</li> <li>In Progress. Road maintenance being undertaken as resources and conditions permit.</li> <li>In Progress. Footpath replacement program being undertaken in accordance with the schedule.</li> <li>In Progress. Final seal scheduled for January 2019.</li> </ul>
		3.2d(3)	Undertake the Footpath Renewal Program.	<ul style="list-style-type: none"> <li>Footpath renewal program undertaken in accordance with schedule</li> <li>Reduction in number and severity of footpath related injury and incidents</li> <li>Increase in community satisfaction</li> </ul>	Civil Maintenance and Construction – Cootamundra Civil Maintenance and Construction – Gundagai	<ul style="list-style-type: none"> <li>Undertake Footpath Renewal and Extension Program, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Footpath replacement program being undertaken in accordance with the schedule.</li> </ul>
		3.2d(4)	Develop and implement asset management plans and strategies for all transport assets.	<ul style="list-style-type: none"> <li>Asset management plans developed and outcomes realised</li> <li>Renew sub-standard assets to agreed service levels</li> </ul>	Assets	No actions proposed in 18/19	N/A
3.2e	Supply local public transport networks to cater for the current and future needs of residents, businesses and visitors.	3.2e(1)	Provide, maintain and renew Council-controlled public transport infrastructure within the local government area.	<ul style="list-style-type: none"> <li>Transport renewal undertaken in accordance with schedule</li> <li>Increase in community satisfaction</li> </ul>	Assets	No actions proposed in 18/19	N/A
		3.2e(2)	Advocate for State and Federal departments to improve public transport networks to meet the needs of our community.	<ul style="list-style-type: none"> <li>Increase in community satisfaction</li> </ul>	Assets	No actions proposed in 18/19	N/A

**Key Direction 4: Good governance: An actively engaged community and strong leadership team**

**Objective 4.1: Decision-making is based on collaborative, transparent and accountable leadership**

CSP 18/28		Delivery Program 18/19 – 20/21			Operational Plan 18/19		Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
4.1a	Council is representative of the community and works together	4.1a(1)	Councillors will support and advocate for the needs of all members in our community.	<ul style="list-style-type: none"> <li>Increase in community satisfaction</li> </ul>	General Manager	<ul style="list-style-type: none"> <li>Councillors available and contactable by community members</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing.</li> </ul>

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	to meet the needs of our local government area.	4.1a(2)	Implementation of the Cootamundra-Gundagai Regional Council's suite of plans, including the Community Strategic Plan, Delivery Program, Operational Plan and resourcing plans.	<ul style="list-style-type: none"> <li>Plans are implemented and outcomes realised</li> </ul>	IPR	<ul style="list-style-type: none"> <li>Present Delivery Program/ Operational Plan Progress Report to Council, by February 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Progress Report to be submitted to Council at the 26 February Council Meeting.</li> </ul>
		4.1a(3)	Council's corporate plans are informed by community expectations and are reviewed and updated on a regular basis to meet the changing needs of our community members.	<ul style="list-style-type: none"> <li>Plans reviewed and updated as required</li> </ul>	IPR	No actions proposed in 18/19	N/A
4.1b	Strengthen strategic partnerships with the community, business and all levels of government.	4.1b(1)	Councillors will use all occasions presented to advocate for funding and assistance from other levels of government and agencies.	<ul style="list-style-type: none"> <li>Funding opportunities sought and realised</li> </ul>	General Manager	No actions proposed in 18/19	N/A
		4.1b(2)	Participation in LG NSW as the representative body of Local Government in order to improve the standing of Local Government in NSW.	<ul style="list-style-type: none"> <li>Evidence of advocacy and participation in LG NSW events and activities</li> </ul>	General Manager	No actions proposed in 18/19	N/A
		4.1b(3)	Participation in relevant REROC activities that will benefit the local government area.	<ul style="list-style-type: none"> <li>Evidence of advocacy and participation in REROC events and activities</li> </ul>	General Manager	No actions proposed in 18/19	N/A
		4.1b(4)	Maintain effective working partnerships with key stakeholder groups such as the Rural Fire Services, Local Land Services and Riverina Regional Library.	<ul style="list-style-type: none"> <li>Evidence of advocacy and participation in stakeholder events and activities</li> </ul>	General Manager	No actions proposed in 18/19	N/A
		4.1b(5)	Continue to foster and support the Youth Council.	<ul style="list-style-type: none"> <li>Maintain or increase level of representation on Youth Council</li> <li>Increase in Youth Council program and activity participation rates</li> <li>Increase in Youth Council participants satisfaction</li> </ul>	Youth and Aged Services	<ul style="list-style-type: none"> <li>Consider representation by Councillor's on the Youth Council in Gundagai, by 30 June 2019</li> <li>Explore feasibility of establishing a Youth Council in Cootamundra, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Not Yet Commenced. Report to be prepared and submitted to Council.</li> <li>Not Yet Commenced.</li> </ul>
		4.1b(6)	Work in partnership with community members, businesses and all levels of government to deliver community priorities.	<ul style="list-style-type: none"> <li>Evidence of partnerships</li> <li>Plans are implemented and outcomes realised</li> </ul>	General Manager	No actions proposed in 18/19	N/A
4.1c	A clear strategic direction is outlined in Council's corporate plans and guides Council's decision-making and future planning.	4.1c(1)	The development of the Cootamundra-Gundagai Regional Council's integrated suite of plans, including the Community Strategic Plan, Delivery Program, Operational Plan and resourcing plans, provide a clear strategic direction and drives the organisation's activities.	<ul style="list-style-type: none"> <li>Plans are implemented and outcomes realised</li> </ul>	IPR	<ul style="list-style-type: none"> <li>Develop and adopt 2019-20 Operational Plan by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Not Yet Commenced.</li> </ul>
		4.1c(2)	Council's decision-making and future planning shows evidence of being linked to Council's integrated suite of plans and the needs of our community.	<ul style="list-style-type: none"> <li>Evidence of linkage between Council decisions and Council plans</li> </ul>	IPR	No actions proposed in 18/19	N/A
		4.1c(3)	Determine development applications in an efficient and effective manner based on merit	<ul style="list-style-type: none"> <li>Responses are provided within agreed timeframes</li> <li>Increase in customer satisfaction</li> </ul>	Building Control and Certification	<ul style="list-style-type: none"> <li>80% of DAs determined within statutory 40 days' timeframe</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing. As at 31 December 2018 36% of DAs determined within statutory timeframe. Target not met due to insufficient resources caused by staff turnovers and consequent increased workloads for remaining staff and thus delays in determinations. Determination times are progressively improving due to greater staff stability.</li> </ul>



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		4.1c(4)	Develop a Place Plan which incorporates the Economic Development, Open Space Recreation, Arts and Cultural and Disability Action Strategies.	• Place Plan is developed and outcomes realised	Tourism & Economic Development	• Develop Placemaking plan for the planning decision and management of Public Spaces in the Local Government Area, by 30 June 2019	• Not Yet Commenced. This plan will not be undertaken as scheduled as it is dependent upon the development of the Tourism and Economic Development Strategy, and localised master planning activities which will not be completed to permit achievement of the timeframe.
4.1d	Monitor, review and report on the outcomes of corporate plans.	4.1d(1)	Council will track the progress towards the achievement of the corporate plan objectives against measurable outcomes.	• Plans are implemented and outcomes realised • Monitoring and reporting undertaken	IPR	• Implement Pulse Software Program to provide status updates on performance against Delivery Program and Operational Plan, by 30 January 2019	• In Progress. Software to be fully implemented by August 2019.
		4.1d(2)	The integrated planning and resourcing documents will be reviewed and updated on a regular basis to meet the changing needs of our community members.	• Plans reviewed and updated as required	IPR	No actions proposed in 18/19	N/A
		4.1d(3)	Progress on the achievement of corporate plan objectives will be shared with the community via a range of communication methods.	• Plans are implemented and outcomes realised • Monitoring and reporting undertaken	Communications and Media	No actions proposed in 18/19	N/A
4.1e	Elected representatives are trained, skilled, resourced and knowledgeable.	4.1e(1)	Support for Councillors to attend training, conference and development opportunities will be provided.	• Increase in Councillor participation in training, conference and development opportunities	General Manager	• Councillor Training and Development ○ Local Government NSW Annual General Conference  ○ In-house Councillor induction program	• Completed. ○ Councillors provided with report to Council in August 2018 presenting the opportunity to attend the 2018 LGNSW Annual General Conference. Four Councillors attended the Conference. ○ Induction program provided in October-November 2017 following the 2017 Elections
		4.1e(2)	Programs and activities which encourage and develop the capacity of current and future community leaders is provided.	• Increase in programs and activity participation rates	General Manager	No actions proposed in 18/19	N/A
		4.1e(3)	Provide and maintain services and infrastructure that assists the efficient and effective undertaking of the duties of the elected Council.	• Increase in Elected Councillor and Executive Office satisfaction	General Manager	No actions proposed in 18/19	N/A
		4.1e(4)	Support Council's elected representatives in undertaking their role in the community.	• Increase in Elected Councillor satisfaction	General Manager	No actions proposed in 18/19	N/A

**Objective 4.2: Active participation and engagement in local decision-making**

CSP 18/28		Delivery Program 18/19 – 20/21				Operational Plan 18/19	Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
4.2a	Ensure opportunities for genuine and robust community consultation and engagement are provided to all members of our community.	4.2a(1)	A range of consultation and engagement activities will be offered to our community in order to plan the long term future direction of the local government area and to inform of Council's decision-making.	• Increase in consultation and engagement activities participation rates	Communications and Media	No actions proposed in 18/19	N/A
4.2b	Provide opportunities to review the objectives and delivery of the Community Strategic Plan to ensure it continues to meet the changing needs of the community.	4.2b(1)	Council will regularly and continuously seek community feedback to seek additional input to the Community Strategic Plan.	• Increase in consultation and engagement activities participation rates	IPR	No actions proposed in 18/19	N/A
		4.2b(2)	Cootamundra-Gundagai Regional Council's suite of plans will be reviewed and updated on a regular basis to meet the changing needs of our community members.	• Plans reviewed and updated as required	IPR	No actions proposed in 18/19	N/A
4.2c	Engage and partner with the community in delivering the	4.2c(1)	Promote the objectives of the Community Strategic Plan and work in	• Evidence of partnerships	IPR	No actions proposed in 18/19	N/A

	objectives of the Community Strategic Plan.		partnership with community members, businesses and other local stakeholders to deliver community priorities.	• Plans are implemented and outcomes realised			
4.2d	Promote and celebrate the achievements of Council and our local community.	4.2d(1)	Progress towards the achievement of the Community Strategic Plan objectives will be shared with the community via a range of communication methods.	• Monitoring and reporting undertaken	Communications and Media	No actions proposed in 18/19	N/A

**Objective 4.3: Cootamundra-Gundagai Regional Council is a premier local government Council**

CSP 18/28		Delivery Program 18/19 – 20/21				Operational Plan 18/19	Progress Report 18/19
No.	Strategy	No.	Principal Activities	Measure of Success	Responsibility	Actions (Projects and Activities 18/19)	Status & Comment
4.3a	Maintain a strong and robust financial position that supports the delivery of services and strategies and ensures long-term financial stability.	4.3a(1)	Ensure Council's long term financial planning supports the delivery of community expectations and financial stability.	• The Long Term Financial Plan (LTFP) is presented as a balanced budget considerate of community expectations and financial constraints	Finance	• Undertake processes to consolidate Council's rating structure, by 30 June 2019	• In Progress. Discussion paper has been completed. This identifies the major issues, and a proposed timeframe for the different elements of the process.
		4.3a(2)	Ensure the availability of finances are managed, controlled, reviewed and regularly reported on in order to provide the appropriate services and facilities within the allocated budget and achieve the maximum value for expenditure.	• Achievement of operational activities and projects identified in the Operational Plan within budget • Statutory reporting requirements are met • Monitoring and reporting undertaken	Finance	• Develop an integrated budgeting process, by 30 June 2019  • Undertake stage 2 of the Authority Financial Data migration project, by 30 June 2019	• In Progress. The current year budget has been loaded into the new system, and staff are being trained in its use.  • Completed.
		4.3a(3)	Ensure all procurement meets legislative and policy requirements and delivers best value for the community and the Council.	• No incidents of non-compliance	Finance  Governance	• Undertake review of Banking Services, by 30 June 2019  • Undertake assessment and improvement of procurement processes, by 30 June 2019	• Not Yet Commenced. Review of new Banking Service including feasibility and benefits to be completed by 30 June 2019.  • Ongoing. The following has been undertaken: ○ Procurement Officer coordinating all Tendering activities by Council. ○ Implementation of On-Line Requisitioning by 30 June 2019 (timeline unclear due to delays from Civica). ○ Training held for all holders of Financial Delegation Nov-2018. Further training for remaining staff to be rolled out. ○ Induction program being developed for all new staff involved in purchasing. ○ Suite of Templates being developed. ○ Regular program of internal audit being undertaken to ensure compliance with policy and procedures.
		4.3a(4)	Identify and follow-up opportunities to increase Council's revenue base including grant funding opportunities to deliver additional income to fund major projects.	• Funding opportunities sought and realised	Strategic and Statutory Planning	Develop new 7.11 and 7.12 Development Contribution plan and Section 64 Headworks Charges, by 30 June 2019	In Progress. ○ New Section 7.12 Fixed Development Consent Levy Contribution Plan adopted 22 May 2018 Resolution number: 104/2018. ○ New Section 7.11 Development Contribution plan to be developed by 30 June 2019. ○ New Section 64 Headworks Charges plan to be developed by 30 June 2019.
		4.3a(5)	Develop Asset Management plans which deliver long-term financial sustainability and asset renewal.	• Asset management plans developed and outcomes realised • Renew sub-standard assets to agreed service levels	Assets	• Continue development of the Asset Management framework	• Completed. Framework prepared and related plans adopted by Council on 25 September 2018 Resolution Number: 202/2018

## COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

		4.3a(6)	Improve functionality and amenity within Council's work depots.	<ul style="list-style-type: none"> <li>Reduction in works depot operating costs</li> <li>Increase in site efficiency</li> </ul>	Depot and Workshop – Cootamundra Depot and Workshop – Gundagai	<ul style="list-style-type: none"> <li>Implement Program to rationalise Council's Works Depots, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Plans are being finalised for the layout of Bradman Street and Depot 2 in Cootamundra. DA to be prepared for submission in late February 2019. Subject to DA approval, works are scheduled to commence in March 2019.</li> </ul>
4.3b	Council meets all legislative requirements and operates within good governance practices and frameworks.	4.3b(1)	Council ensures statutory compliance is achieved and demonstrates good governance practices.	<ul style="list-style-type: none"> <li>No incidents of non-compliance</li> <li>Policies reviewed in accordance with schedule</li> <li>Statutory reporting requirements are met</li> </ul>	Governance	<ul style="list-style-type: none"> <li>Develop a Policy Register, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Completed. CGRC policy register developed. Legislated policies have been updated for CGRC. Please note: The development of this register is an ongoing action. Managerial staff to proceed with reviewing, redeveloping and drafting other policies as required, and as per the schedule created by Governance staff.</li> </ul>
		4.3b(2)	Support and funding for elections is provided as required.	<ul style="list-style-type: none"> <li>Election funding provided as required</li> </ul>	Finance	<ul style="list-style-type: none"> <li>Allocate sufficient funding to the Election Funding reserve for 2019-20 budget</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. 2019/20 budget to include allocation for Election Funding reserve.</li> </ul>
		4.3b(3)	Implement effective integrated risk management strategies and practices.	<ul style="list-style-type: none"> <li>Plans are implemented and outcomes realised</li> <li>Monitoring and reporting undertaken</li> <li>No incidents of non-compliance</li> </ul>	Governance  Information Technology	<ul style="list-style-type: none"> <li>Establish an Audit, Risk and Improvements Committee (2020)</li> <li>Undertake I.T Infrastructure Audit and Disaster Recovery Plan, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Council resolved to join the Audit Committee administered by Coolamon Council, comprising of Coolamon, Junee, Lockhart and Temora Councils. Resolution number: 194/2018, 25 September 2018.</li> <li>In Progress.               <ul style="list-style-type: none"> <li>SideEffect (Council's Third Party I.T Manager) is in the process of upgrading Councils I.T infrastructure. Re-cabling and tidy up work to be carried out in the Cootamundra and Gundagai Server rooms in January 2019.</li> <li>Drafting of the Disaster Recovery plan to be rescheduled to 2019/20 due to competing priorities. However, onsite network redundancy solution to be implemented in January 2019 to provide for immediate cut over to replica servers in the event of a local outage. An offsite I.T solution has been implemented as a contingency in the event of a wide spread local 'disaster' scenario.</li> </ul> </li> </ul>
4.3c	Information is communicated to our community consistently, reliably and timely, and over a variety of platforms to meet the needs of residents.	4.3c(1)	Current, informative and easy access to Council information is made available to the community using a range of communication methods, including traditional media and digital channels, Council's website, Community News newsletter and social media.	<ul style="list-style-type: none"> <li>Increase in use of online services and social media</li> <li>Increase in community satisfaction</li> </ul>	Communications and Media	<ul style="list-style-type: none"> <li>Increase scope of Social Media, including;               <ul style="list-style-type: none"> <li>Develop Engagement Strategy to inform the community and receive feedback, including feedback on major projects, by 30 June 2019</li> <li>Improve Services Available on Councils websites including;                   <ul style="list-style-type: none"> <li>Online Forms</li> <li>Online Services – pay rates/water?</li> </ul> </li> <li>Develop a Fortnightly newsletter to be distributed to the community, by 30 June 2019</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Engagement and Communications Strategy developed as part of CGRC Communications Audit in May 2017, and is now currently being updated with an anticipated completion by March 2019.</li> <li>In Progress. Cemetery Forms are now available for completion online. All other forms to be finalised and available online by 30 June 2019.</li> <li>Ongoing. The first fortnightly newsletter was published and distributed in April 2017. Since then newsletters have been distributed to the community on a fortnightly basis.</li> </ul>
4.3d	Council services the community in a manner that is professional, efficient and promotes an ease of 'doing business'.	4.3d(1)	Provide quality customer service during all "front line" interactions between Council and the community and in all other interactions between staff, agencies, Council and the community.	<ul style="list-style-type: none"> <li>Customer responses are provided within agreed timeframes</li> <li>Increase in customer satisfaction</li> </ul>	Customer Service  Information Technology	<ul style="list-style-type: none"> <li>Develop and implement a new Customer Service Charter, by 30 June 2019</li> <li>Develop Online Booking System for Council facilities, by 30 June 2019</li> <li>Review all Council Forms including online forms, by December 2018</li> </ul>	<ul style="list-style-type: none"> <li>In Progress. Currently waiting for InfoXpert to complete the Service Request Reporting Function in order to monitor and evaluate processing times. Not expected to be completed this financial year, project to be deferred to 2019/20. Service Standards and new brochure have been completed.</li> <li>Not Due to Commence. Online Booking System is available with an upgrade of Authority. Project may be required to be deferred until 2019/20.</li> <li>Completed. All Council forms reviewed, updated, and uploaded to intranet and website, where applicable.</li> </ul>



COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

		4.3d(2)	Adopt and maintain information technology and communication services and infrastructure that assists the efficient and effective undertaking of Council's operations, increases productivity and adequately supports the organisation and our community's needs.	<ul style="list-style-type: none"> <li>• Increase in customer and staff satisfaction</li> </ul>	Information Technology	<ul style="list-style-type: none"> <li>• Corporate Software System Consolidation, by 30 June 2019                             <ul style="list-style-type: none"> <li>○ Integrate Civica/Authority (Finance System) and Magiq Documents (EDRMS) and implement new software packages; Contracts register, Online requisition and Electronic timesheets</li> </ul> </li> <li>• Review Business Systems and identify services that can be delivered on Council's Website, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress.                             <ul style="list-style-type: none"> <li>○ Integration of the Civica Authority system and Magiq Documents (EDRMS) has been put on hold while Development, Building and Compliance review the need for a change to Property based records within the Magiq System.</li> <li>○ The Online Requisitions software has been purchased and installation will be completed by 30 June.</li> <li>○ Contract Management and Electronic Timesheets software to be implemented in 2019/20 due to competing priorities.</li> </ul> </li> <li>• Not Yet Commenced. To be commenced prior to 30 June 2019.</li> </ul>
		4.3d(3)	Council's records are managed in compliance with the appropriate legislation and supports efficient and effective work practices.	<ul style="list-style-type: none"> <li>• No incidents of non-compliance</li> <li>• Increase in customer and staff satisfaction</li> </ul>	Records	<ul style="list-style-type: none"> <li>• Review infoXpert records management systems to identify utilisation gaps, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• Not Yet Commenced due to insufficient staff resources resulting from the absence of responsible staff member.</li> </ul>
		4.3d(4)	Requests for service are processed in an efficient and effective manner.	<ul style="list-style-type: none"> <li>• Customer responses are provided within agreed timeframes</li> <li>• Actions are undertaken within agreed timeframes</li> <li>• Increase in customer satisfaction</li> </ul>	Customer Service	<ul style="list-style-type: none"> <li>• Review and enhance Service Request Reporting System to ensure accurate and efficient reporting</li> <li>• Complete Customer Satisfaction Survey to provide benchmark by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress.                             <ul style="list-style-type: none"> <li>○ Managers to be consulted regarding workflows and agreed timeframes.</li> <li>○ Monthly reports regarding timeframes and resolutions will be issued to managers.</li> </ul>                             Note: Completion of the above is subject to finalisation of the reporting function for Service Requests by InfoXpert                         </li> <li>• Not Yet Commenced. Annual Customer Satisfaction Survey projected to be undertaken by 30 June 2019.</li> </ul>
		4.3d(5)	Provide well-maintained cemeteries and efficient, appropriate and dignified cemetery operations and services that create the most peaceful surroundings possible for funeral parties and visitors.	<ul style="list-style-type: none"> <li>• Service reviews undertaken</li> <li>• Responses and activities are undertaken within agreed timeframes</li> <li>• Increase in customer satisfaction</li> </ul>	Regulatory Services	<ul style="list-style-type: none"> <li>• Undertake Mapping of Cemeteries for plot identification, future planning and publish information online, by 30 June 2019</li> <li>• Develop a Cemetery Services Strategic plan, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Mapping project has commenced and is continuing.</li> <li>• Not Yet Commenced. It is anticipated to commence development in 2019/20.</li> </ul>
		4.3d(6)	Council's fleet of light vehicles and heavy plant is maintained to ensure efficient, cost-effective and timely service delivery.	<ul style="list-style-type: none"> <li>• Fleet replacement and maintenance schedules are met</li> </ul>	Plant and Fleet Management	<ul style="list-style-type: none"> <li>• Undertake plant replacement in accordance with related policies and programs, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. 2018/19 Plant replacement program being undertaken. The draft 2019/20 Plant replacement program is being developed.</li> </ul>
4.3e	Continuous improvement practices are utilised to ensure facilities and services are provided efficiently and meet the changing needs of our community.	4.3e(1)	Effective day-to-day management and leadership of the organisation conducts service reviews and implements continuous improvement practices to create greater efficiencies and effectiveness across the organisation.	<ul style="list-style-type: none"> <li>• Service reviews undertaken</li> <li>• Increase in customer and staff satisfaction</li> </ul>	General Manager	<ul style="list-style-type: none"> <li>• Improvement programs identified and developed by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Ongoing.</li> </ul>
		4.3e(2)	Ensure adequate project management techniques are in place to ensure the delivery of projects which meet the changing needs of our community on time, within budget and to an acceptable standard.	<ul style="list-style-type: none"> <li>• Projects are delivered on time, within budget and to an acceptable standard</li> <li>• Positive feedback from community</li> </ul>	Deputy General Manager	<ul style="list-style-type: none"> <li>• Project Management Training undertaken by relevant staff</li> <li>• Schedule of projects, including grant funded projects, prepared</li> </ul>	<ul style="list-style-type: none"> <li>• Completed. Key staff attended Project Management training</li> <li>• Completed. Project schedule prepared and regular project team meetings undertaken to determine status and ensure compliance with schedule.</li> </ul>
4.3f	Council attracts, retains, develops and supports employees in a safe, healthy and non-discriminatory work environment.	4.3f(1)	Implement strategies which promote Cootamundra-Gundagai Regional Council as being an employer of choice.	<ul style="list-style-type: none"> <li>• Increase in job vacancy applications received</li> <li>• Increase in quality of conditions of employment compared to other</li> </ul>	Human Resources	<ul style="list-style-type: none"> <li>• Review and enhance recruitment practices, by 30 June 2019</li> <li>• Engage consultants to facilitate a staff climate survey, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>• In Progress. Preliminary review commenced.</li> <li>• Not Yet Commenced. Survey to be rescheduled to 2019/20 due to competing priorities.</li> </ul>



COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

				comparable regional Councils			
		4.3f(2)	Review the efficiency and effectiveness of Council's adopted Organisational Structure and ensure the structure and staffing mix can adequately deliver the activities approved by Council.	<ul style="list-style-type: none"> <li>Organisational Structure review complete and outcomes achieved</li> <li>Achievement of operational activities and projects identified in the Operational Plan on time and within budget</li> <li>Increase in community satisfaction</li> </ul>	General Manager	<ul style="list-style-type: none"> <li>Develop and adopt new organisational structure by September 2018</li> </ul>	<ul style="list-style-type: none"> <li>Completed. New Organisational Structure adopted 31 July 2018 Resolution Number: 150/2018.</li> </ul>
		4.3f(3)	Implement the Workforce Management Plan to support all staff in the delivery of community expectations.	<ul style="list-style-type: none"> <li>Workforce Management Plan implemented and outcomes realised</li> </ul>	Human Resources	<ul style="list-style-type: none"> <li>Develop and adopt Workforce Management Plan by 30 June 2018</li> </ul>	<ul style="list-style-type: none"> <li>Completed. Workforce Management Plan adopted 25 September 2018 Resolution Number: 193/2018.</li> </ul>
		4.3f(4)	Provide a safe and healthy environment for staff and contractors through compliance with all WH&S legislative requirements and minimising risk.	<ul style="list-style-type: none"> <li>Reduction in number and severity of workplace injury and incidents</li> <li>Reduction in number and volume of Worker's Compensation claims</li> <li>Reduction in cost of Worker's Compensation Insurance premiums</li> <li>Achievement of initiatives outlined in Equal Employment Opportunity (EEO) Management Plan</li> </ul>	WHS Human Resources	No actions proposed in 18/19	N/A
		4.3f(5)	Develop and implement a Staff Wellbeing Program.	<ul style="list-style-type: none"> <li>Staff Wellbeing Program implemented and outcomes realised</li> <li>Increase in staff satisfaction</li> </ul>	Human Resources	<ul style="list-style-type: none"> <li>Develop and implement Staff Wellbeing Program, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Not Yet Commenced. To be implemented prior to 30 June 2019.</li> </ul>
4.3g	Council staff are well-trained, skilled, resourced and knowledgeable.	4.3g(1)	Implement a training plan to enhance the skills and knowledge of staff across the organisation.	<ul style="list-style-type: none"> <li>Training plan implemented and outcomes realised</li> <li>Positive feedback from staff</li> <li>Staff progression through salary system</li> </ul>	Human Resources	<ul style="list-style-type: none"> <li>Develop Staff Training Plan following skills/performance process in first half of the 2019 Calendar Year</li> </ul>	<ul style="list-style-type: none"> <li>Not Yet Commenced. To be implemented prior to 30 June 2019.</li> </ul>
		4.3g(2)	Provide learning and development opportunities to staff to develop the individual's potential and meet the needs of the community and organisation.	<ul style="list-style-type: none"> <li>Increase in training opportunities offered</li> <li>Increase in staff training participation rates</li> <li>Positive feedback from staff</li> <li>Staff progression through salary system</li> </ul>	Human Resources Information Technology	<ul style="list-style-type: none"> <li>Develop and implement a Leadership Development Program, by 30 June 2019</li> <li>I.T and Communications, staff training program in ITC, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Not Yet Commenced. To be implemented prior to 30 June 2019.</li> <li>Not Yet Commenced. To be rescheduled to 2019/20 due to competing priorities.</li> </ul>
		4.3g(3)	Staff are supported in the achievement of organisational objectives by having access to a range of business tools, systems and technologies.	<ul style="list-style-type: none"> <li>Increase in use of business tools, systems and technologies</li> <li>Increase in staff satisfaction</li> </ul>	Information Technology Assets	<ul style="list-style-type: none"> <li>Develop Infocouncil Business paper software solution by, 31 July 2018</li> <li>Develop Staff Intranet platform, by 30 June 2019</li> <li>Provide ongoing enhancement to Staff Intranet, by 30 June 2019</li> <li>Undertake integration of Mapping Systems with Council's Corporate Systems, by 30 June 2019</li> </ul>	<ul style="list-style-type: none"> <li>Completed. InfoCouncil implemented and operational for the June 2018 Council meeting.</li> <li>Not Yet Commenced. To be rescheduled to 2019/20 due to competing priorities.</li> <li>Not Yet Commenced. To be rescheduled to 2019/20 due to competing priorities.</li> <li>Not Yet Commenced. To be rescheduled to 2019/20 due to competing priorities.</li> </ul>

**8.1.9 MONTHLY MAJOR PROJECTS PROGRAM REPORT**

DOCUMENT NUMBER	297965
REPORTING OFFICER	Paul Woods, Executive Director - PMO
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b>  4.1 Decision-making is based on collaborative, transparent and accountable leadership
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	1. Grants Program Management Report January 2019 <a href="#">↓</a>

**RECOMMENDATION**

1. The progress report on project status be received and noted.
2. The recommended changes to the project budgets as listed in the report be adopted.

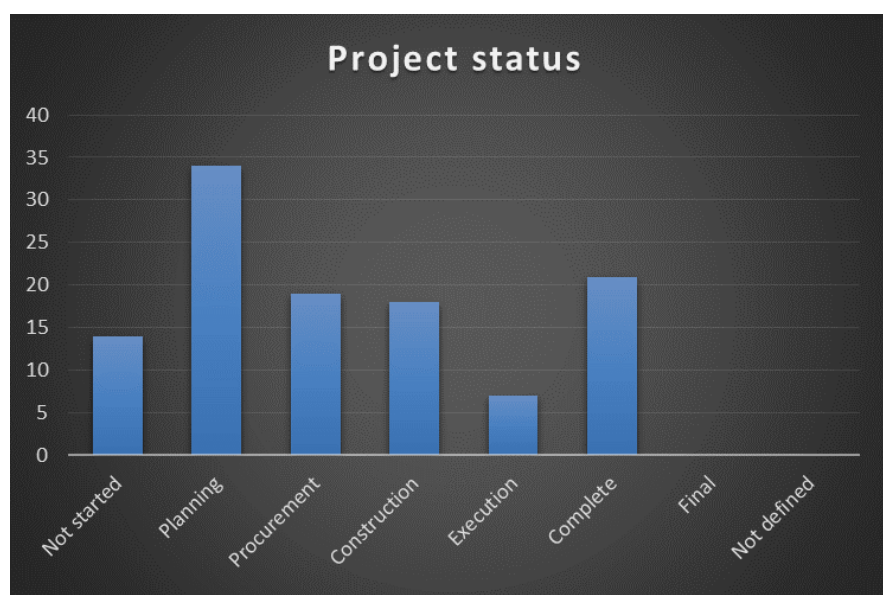
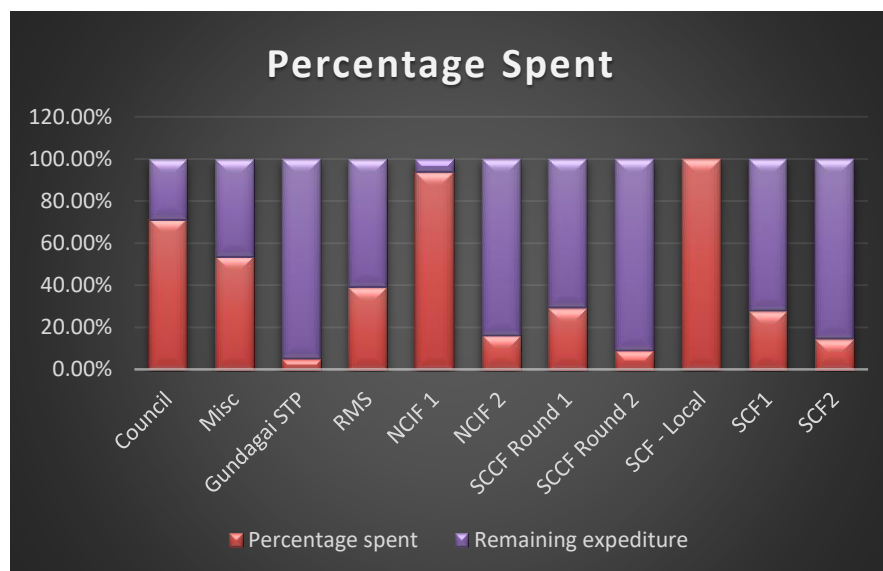
Introduction

Council is currently managing 110 projects worth \$53,030,487. This report provides a monthly update to Councillors as to the progress of the projects. The attached schedule provides a brief update on the status of each of the projects.

Discussion**Budget variances**

Project	Amount	Commentary / Recommendation
Coolac to Tumblong Rail Trail Development	\$4,600	Additional funding was received from the Rail Trail Committee to cover the additional cost.  <b>Recommendation:</b> That the budget be increased by \$4,600
Stockinbingal Tennis Court resurfacing – 3 courts	\$19,493	The tennis club is contributing the cost of the fence which is being paid for by Council who will then invoice for the club for the funds.  <b>Recommendation:</b> that the budget be increased by \$19,493
Cootamundra Tennis – refurbishment of tennis court surfaces	\$29,584	Additional works for fencing approved by GM. <b>Recommendation:</b> that \$29,584 be transferred from the Department of Education project

Rathmells Lane	\$48,451	The project cost more than anticipated due to additional works required including protection of gas mains and turning lanes off Stockinbingal Road.  <b>Recommendation:</b> that \$48,451 be transferred from the Department of Education project
Stan Crowe Oval Gundagai canteen and change room construction	\$74,147	The Project Manager is currently reviewing the project expenditure.
Gundagai Library extension	\$1,754	The Project Manager is currently reviewing the project expenditure.
Morely's Creek Fishing pier replacement	\$1,132	The Project Manager is currently reviewing the project expenditure.





As at 31 January 2019

Project	Funding source	Status	Percentage complete	Budget	Total expenditure	Percentage spent
Gundagai Library Extension	Council	Construction	60.00%	195,000	196,754	100.90%
Mirrabooka Retaining Wall & Store Room	Council	Complete	90.00%	-	-	#DIV/0!
Cootamundra depot refurbishments	Council	Not started	0.00%	900,000	9,216	1.02%
Turners Lane Industrial Land Development	Council	Planning	10.00%	790,000	44,875	5.68%
Yass Road Service Centre - SW Fuels	Council	Complete	90.00%	800,000	635,262	79.41%
Sheridan Street Gundagai Redevelopment - Main Street Upgrade	Council	Construction	95.00%	5,430,490	5,207,759	95.90%
Sheridan and West Streets intersection treatments	Council	Planning	30.00%	500,000	38,944	7.79%
Gundagai RSL Carpark resurfacing	Council	Complete	95.00%	-	-	#DIV/0!
<b>Total Council funded projects</b>				<b>8,615,490</b>	<b>6,132,810</b>	<b>71.18%</b>
Waste facility upgrades - Cootamundra - To be informed by waste strategy outcomes	Council Reserve	Not started	0.00%	1,000,000	20,390	2.04%
Waste facility upgrade - Gundagai - To be informed by waste strategy outcomes	Council Reserve	Not started	0.00%	400,000	-	0.00%
<b>Total Council Reserve funded projects</b>				<b>1,400,000</b>	<b>20,390</b>	<b>1.46%</b>
Truckwash Upgrade - Cootamundra Saleyards	Country Truck Washes	Complete	95.00%	333,382	303,373	91.00%
Morley's Creek Fishing Pier Replacement	Dept of Fisheries	Complete	100.00%	61,600	62,732	101.84%
Wallendbeen Strategic Heritage Study & King Street Revitalisation	Heritage Near Me	Execution	0.00%	95,000	24,035	25.30%
Stan Crowe Oval Gundagai canteen and changerooms construction (CAPREN)	NRL Grants	Complete	95.00%	164,500	238,647	145.07%
Gundagai Sewerage Treatment Works Plant Replacement	NSW State Govt - Sewer	Construction	10.00%	13,500,000	668,746	4.95%
Old Gaol - completion of repairs and maintenance activities and redesign of drainage (PRMF Grant)	Public Reserves Management Fund	Complete	100.00%	15,000	12,780	85.20%
Old Primary School and Mens Shed - Renewal of fencing gutters, downpipes, facias and construction of retaining wall	Public Reserves Management Fund	Complete	90.00%	171,760	131,024	76.28%
Flood damage repairs	RMS	Construction	22.00%	2,380,365	932,645	39.18%
Coolac Recreation Reserve & Public Hall Trust - Solar Panels	SCF - Local	Construction	100.00%	23,450	23,450	100.00%
Old Gaol masterplan, structural repairs, publicity and Captain Moonlight display (Heritage near me grant)	Heritage Near Me Heritage Activation Grant	Complete	90.00%	87,605	63,876	72.91%
<b>Total Misc grant funded projects</b>				<b>16,832,662</b>	<b>2,461,307</b>	<b>14.62%</b>
NCIF Round 1	NCIF 1	Complete		5,000,000	4,691,475	93.83%
<b>Total NCIF Round 1</b>				<b>5,000,000</b>	<b>4,691,475</b>	<b>93.83%</b>
Gundagai Depot Training Room Construction	NCIF 2	Construction	50.00%	300,000	143,243	47.75%
Gundagai Admin Refurbishment	NCIF 2	Not started	0.00%	100,000	-	0.00%
Branding and marketing plan	NCIF 2	Not started	0.00%	100,000	13,612	13.61%
Better Community Strategy (ABCS)	NCIF 2	Not started	0.00%	100,000	-	0.00%





As at 31 January 2019

Project	Funding source	Status	Percentage complete	Budget	Total expenditure	Percentage spent
Tourism and Economic development strategic plan	NCIF 2	Execution	<div><div></div></div> 10.00%	150,000	49,955	<div><div></div></div> 33.30%
Recreational Needs Study	NCIF 2	Procurement	<div><div></div></div> 0.00%	100,000	-	<div><div></div></div> 0.00%
Consolidation and upgrade of Authority Corporate Software System	NCIF 2	Execution	<div><div></div></div> 5.00%	414,282	100,224	<div><div></div></div> 24.19%
GIS Operational Review	NCIF 2	Planning	<div><div></div></div> 0.00%	50,000	-	<div><div></div></div> 0.00%
Fees and charges review	NCIF 2	Execution	<div><div></div></div> 20.00%	30,000	-	<div><div></div></div> 0.00%
Internal audit committee implementation	NCIF 2	Execution	<div><div></div></div> 40.00%	20,000	-	<div><div></div></div> 0.00%
Business continuity and disaster recovery plans	NCIF 2	Not started	<div><div></div></div> 0.00%	50,000	-	<div><div></div></div> 0.00%
Rates structure review	NCIF 2	Execution	<div><div></div></div> 20.00%	50,000	-	<div><div></div></div> 0.00%
Signage updates	NCIF 2	Planning	<div><div></div></div> 10.00%	250,000	-	<div><div></div></div> 0.00%
Local environmental plan development	NCIF 2	Not started	<div><div></div></div> 0.00%	200,000	-	<div><div></div></div> 0.00%
<b>Total NCIF 2</b>				<b>1,914,282</b>	<b>307,034</b>	<b>16.04%</b>
Cootamundra AFL - Demolition of old clubrooms & construction of new clubrooms	SCCF Round 1	Planning	<div><div></div></div> 10.00%	372,800	52,451	<div><div></div></div> 14.07%
Gundagai Tigers - Construction of new shed & fitout of gymnasium	SCCF Round 1	Procurement	<div><div></div></div> 10.00%	100,000	27,747	<div><div></div></div> 27.75%
Cootamundra Racecourse - EXTERNAL repairs to flooring, repainting inside & out, refurbishment of function room, replacement of external cladding & replacement of seating of Grandstand building	SCCF Round 1	Construction	<div><div></div></div> 10.00%	50,000	5,970	<div><div></div></div> 11.94%
Gundagai RSL - refurbishment of tennis clubrooms and squash courts - EXTERNAL	SCCF Round 1	Planning	<div><div></div></div> 10.00%	50,000	131	<div><div></div></div> 0.26%
Coolac to Tumblong Rail Trail Development Plan	SCCF Round 1	Complete	<div><div></div></div> 100.00%	50,000	54,600	<div><div></div></div> 109.20%
Nangus - Village Playground & Fitness Infrastructure (CAPREN)	SCCF Round 1	Complete	<div><div></div></div> 75.00%	50,000	49,698	<div><div></div></div> 99.40%
Stockinbingal Playground and BMX track	SCCF Round 1	Complete	<div><div></div></div> 90.00%	109,200	108,773	<div><div></div></div> 99.61%
Wallendbeen fitness infrastructure, playground and Rage Cage	SCCF Round 1	Construction	<div><div></div></div> 80.00%	216,393	204,307	<div><div></div></div> 94.41%
Cootamundra Tennis - refurbishment of tennis court surfaces, new line marking including hot shot courts	SCCF Round 1	Complete	<div><div></div></div> 100.00%	153,445	183,029	<div><div></div></div> 119.28%
Gundagai Scouts - EXTERNAL Construction & Installation of Climbing Wall	SCCF Round 1	Complete	<div><div></div></div> 75.00%	100,000	88,875	<div><div></div></div> 88.88%
Large Scale Teen Playground at Jubilee Park Cootamundra	SCCF Round 1	Procurement	<div><div></div></div> 10.00%	499,900	-	<div><div></div></div> 0.00%
Gundagai large scale adventure playground & fitness centre	SCCF Round 1	Procurement	<div><div></div></div> 10.00%	1,000,000	26,524	<div><div></div></div> 2.65%
<b>Total SCCF Round 1 projects</b>				<b>2,751,738</b>	<b>802,104</b>	<b>29.15%</b>
Cootamundra Showground Completion of Multipurpose Pavilion SCCF2	SCCF Round 2	Planning	<div><div></div></div> 5.00%	53,290	28,157	<div><div></div></div> 52.84%
Anzac Park South Supporters Toilets	SCCF Round 2	Planning	<div><div></div></div> 5.00%	86,061	-	<div><div></div></div> 0.00%
Mirrabooka Revivification (SCCF2)	SCCF Round 2	Planning	<div><div></div></div> 5.00%	67,045	3,158	<div><div></div></div> 4.71%
Cootamundra Rifle Club Mower, top dressing, building maintenance, storage shed	SCCF Round 2	Not started	<div><div></div></div> 0.00%	63,015	-	<div><div></div></div> 0.00%



As at 31 January 2019

Project	Funding source	Status	Percentage complete	Budget	Total expenditure	Percentage spent
Upgrades to Christ Church hall Cootamundra	SCCF Round 2	Planning	5.00%	70,273	-	0.00%
Cootamundra Squash Court Renovation	SCCF Round 2	Planning	5.00%	97,655	-	0.00%
Gundagai Pony Club Undercover Arena	SCCF Round 2	Procurement	5.00%	199,151	127	0.06%
Gundagai Racecourse and Showground Amenities Block	SCCF Round 2	Not started	0.00%	215,000	127	0.06%
Cootamundra Event Promotion Banners	SCCF Round 2	Procurement	50.00%	53,841	-	0.00%
Gundagai Event Promotion Banners	SCCF Round 2	Procurement	75.00%	53,841	-	0.00%
Gundagai Friendship Park Playground	SCCF Round 2	Planning	0.00%	60,000	-	0.00%
Muttama Hall Re-stumping	SCCF Round 2	Planning	10.00%	140,707	-	0.00%
Gundagai Community Garden	SCCF Round 2	Construction	10.00%	63,552	5,744	9.04%
Stockinbingal Tennis Court resurfacing - 3 courts	SCCF Round 2	Construction	25.00%	98,600	118,093	119.77%
Community Safety & Beautification of King Street Wallendbeen	SCCF Round 2	Not started	0.00%	55,964	-	0.00%
Barry Grace Oval Wallendbeen - Lighting	SCCF Round 2	Planning	25.00%	98,397	-	0.00%
O'Connor Park - Home of the Cootamundra Strikers Soccer Club - Lighting	SCCF Round 2	Procurement	25.00%	98,397	-	0.00%
Cootamundra Arts Centre Tin Shed Theatre Projection	SCCF Round 2	Procurement	50.00%	60,097	61,682	102.64%
Cootamundra Arts Centre Rehearsal Space	SCCF Round 2	Planning	10.00%	122,294	-	0.00%
Cootamundra Turf Club Irrigation system upgrade	SCCF Round 2	Planning	2.00%	81,970	-	0.00%
Cootamundra Aerodrome Drag Pad and Taxiway for Water Refilling	SCCF Round 2	Planning	2.00%	160,312	-	0.00%
Cootamundra Junior Rugby League Rejuvenation of football field	SCCF Round 2	Planning	10.00%	60,000	-	0.00%
Upgrade to change rooms at ANZAC park Gundagai	SCCF Round 2	Not started	0.00%	172,987	-	0.00%
Gundagai Tennis Club and Bowling Club toilets	SCCF Round 2	Not started	0.00%	100,000	-	0.00%
Cootamundra Community Garden	SCCF Round 2	Planning	10.00%	70,242	-	0.00%
<b>Total SCCF Round 2 projects</b>				<b>2,402,691</b>	<b>217,089</b>	<b>9.04%</b>
Gundagai pool tiling and disabled ramp	SCF1	Procurement	5.00%	300,000	-	0.00%
Gundagai Visitors Information Centre redevelopment - disabled ramp and disabled toilet	SCF1	Planning	5.00%	300,000	1,472	0.49%
Gundagai Netball Courts Masterplan - construction of lighting, storage & shelter	SCF1	Planning	5.00%	200,000	4,958	2.48%
Stephen Ward Rooms Outdoor Area construction	SCF1	Planning	5.00%	200,000	20,246	10.12%
Rathmells Lane - Bitumin seal from Temora St to end	SCF1	Complete	100.00%	200,000	248,451	124.23%
Footpath renewal	SCF1	Construction	58.00%	500,000	373,041	74.61%
Cootamundra pool - water park	SCF1	Procurement	25.00%	400,000	-	0.00%
Fisher Park Cootamundra sports ground lighting installation	SCF1	Procurement	25.00%	250,000	-	0.00%
Pool shade Cloth - Cootamundra	SCF1	Complete	95.00%	100,000	51,020	51.02%
Extension of Gundagai Water Supply to the Dog on the Tuckerbox site	SCF1	Planning	10.00%	600,000	29,975	5.00%
Nangus Water Supply Works	SCF1	Planning	10.00%	647,500	-	0.00%
Water supply feasibility - Nangus	SCF1	Planning	0.00%	-	-	#DIV/0!
Stormwater mitigation	SCF1	Execution	5.00%	1,000,000	14,313	1.43%
Cootamundra saleyards lighting and electrical upgrade	SCF1	Complete	90.00%	300,000	235,312	78.44%





As at 31 January 2019

Project	Funding source	Status	Percentage complete	Budget	Total expenditure	Percentage spent
Adjungbilly Road reconstruction for B'Doubles	SCF1	Construction	<div><div></div></div> 15.00%	2,100,000	786,754	<div><div></div></div> 37.46%
Cootamundra water mains replacement project *should be a separate work order for each segment*	SCF1	Construction	<div><div></div></div> 40.00%	2,000,000	968,288	<div><div></div></div> 48.41%
Investment into Department of Education	SCF1	Not Started	<div><div></div></div> 0.00%	672,759	-	<div><div></div></div> 0.00%
Construct public toilets - Sheridan St Gundagai	SCF1	Planning	<div><div></div></div> 20.00%	150,000	25,592	<div><div></div></div> 17.06%
<b>Total SCF1 projects</b>				<b>9,920,259</b>	<b>2,759,422</b>	<b>27.82%</b>
Yarri Park Youth precinct/Lions Park – Basketball courts and new amenities.	SCF2	Planning	<div><div></div></div> 5.00%	130,000	-	<div><div></div></div> 0.00%
Gundagai Preschool – Capital works projects to build additional rooms, providing more spaces.	SCF2	Planning	<div><div></div></div> 5.00%	510,000	241	<div><div></div></div> 0.05%
Coolac Hall & Oval – Project includes relining hall, new kitchen, installation of cricket nets, picket fence, irrigation and seating.	SCF2	Construction	<div><div></div></div> 10.00%	200,000	37,250	<div><div></div></div> 18.63%
Gundagai Public School P&C – Installation of soft fall for playground.	SCF2	Complete	<div><div></div></div> 0.00%	75,100	75,099	<div><div></div></div> 100.00%
Gundagai Tourism Action Group (s355 Committee) – Gundagai Main Street History walk.	SCF2	Procurement	<div><div></div></div> 0.00%	50,000	-	<div><div></div></div> 0.00%
Ellwood Hall (Stockinbingal) – General repairs and installation of heating and cooling.	SCF2	Construction	<div><div></div></div> 0.00%	60,000	56,562	<div><div></div></div> 94.27%
Gundagai Junior Rugby League – New PA system.	SCF2	Procurement	<div><div></div></div> 0.00%	10,000	-	<div><div></div></div> 0.00%
Battle of the Bidgee – Installation of permanent storage sheds to support to event.	SCF2	Planning	<div><div></div></div> 0.00%	22,449	-	<div><div></div></div> 0.00%
Town & Country Inc – Disabled toilet.	SCF2	Procurement	<div><div></div></div> 0.00%	30,000	-	<div><div></div></div> 0.00%
Gundagai South Public School – Sensory garden.	SCF2	Planning	<div><div></div></div> 0.00%	60,000	-	<div><div></div></div> 0.00%
Adjungbilly Hall – Upgrade tennis courts into multipurpose facility, install community BBQ.	SCF2	Construction	<div><div></div></div> 0.00%	130,000	95,711	<div><div></div></div> 73.62%
Tumblong Hall – Community facilities, multipurpose courts and BBQ area.	SCF2	Planning	<div><div></div></div> 0.00%	137,447	-	<div><div></div></div> 0.00%
Mill Centre – Interactive Tourist Attraction.	SCF2	Procurement	<div><div></div></div> 0.00%	200,000	11,800	<div><div></div></div> 5.90%
Owen Vincent Oval Gundagai – Lighting	SCF2	Procurement	<div><div></div></div> 25.00%	150,000	-	<div><div></div></div> 0.00%
Gundagai RSL – Landscaping Anzac Grove, Gundagai.	SCF2	Procurement	<div><div></div></div> 30.00%	25,000	3,902	<div><div></div></div> 15.61%
Cootamundra Nursing Home – Installation of solar panels	SCF2	Complete	<div><div></div></div> 100.00%	53,227	-	<div><div></div></div> 0.00%
Cootamundra Mens Shed – Relocation of Mens Shed to Depot 2 on Hovell Street.	SCF2	Planning	<div><div></div></div> 0.00%	100,000	-	<div><div></div></div> 0.00%
Cootamundra Arts Centre – Disabled access ramp.	SCF2	Planning	<div><div></div></div> 5.00%	3,142	-	<div><div></div></div> 0.00%
Owen Vincent Oval Gundagai – River water pump	SCF2	Complete	<div><div></div></div> 90.00%	40,000	-	<div><div></div></div> 0.00%
Cootamundra Rugby Union Club – New dressing room facilities and club room. (CAPNEW)	SCF2	Construction	<div><div></div></div> 55.00%	350,000	302,362	<div><div></div></div> 86.39%
Cootamundra Harness Racing – Upgrades and maintenance to track.	SCF2	Construction	<div><div></div></div> 2.00%	52,000	-	<div><div></div></div> 0.00%
Cootamundra Netball Courts – 4 new netball courts to replace non-complying courts.	SCF2	Planning	<div><div></div></div> 0.00%	450,000	-	<div><div></div></div> 0.00%
Cootamundra Country Club – Upgrades to precinct including dam, machinery shed, course, upgrade to building façade.	SCF2	Procurement	<div><div></div></div> 5.00%	1,355,000	16,492	<div><div></div></div> 1.22%
<b>Total SCF2 projects</b>				<b>4,193,365</b>	<b>599,419</b>	<b>14.29%</b>



As at 31 January 2019

Project	Funding source	Status	Percentage complete	Budget	Total expenditure	Percentage spent
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#### Status explanation

**Not started** - project not yet commenced.

**Planning** - includes meeting with community groups, design preparation, DA lodgement if necessary, community consultation and general planning

**Procurement** - Obtaining the necessary goods and or services to complete the project. Includes tendering and quotes as necessary

**Construction** - on ground works underway.

**Execution** - project underway for non construction projects

**Complete** - Construction/Execution complete pending final project review

**Final** - ready for acquittal



**8.1.10 LGNSW FINANCIAL ISSUES IN LOCAL GOVERNMENT CONFERENCE**

DOCUMENT NUMBER	297924
REPORTING OFFICER	David Graham, Councillor
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b>  4.3 Cootamundra-Gundagai Regional Council is a premier local government Council
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 report by Councillor Graham in relation to the LGNSW Financial Issues in Local Government conference be received and noted.**

Introduction

Staff and Councillors attend conferences and meetings as part of their functions and development, and as such, a report may be submitted to Council for the purpose of providing information on their attendance.

Discussion

On 31 January 2019 Councillors (Mayor) Abb McAlister, (Deputy Mayor) Dennis Palmer, David Graham and Charlie Sheahan attended the Local Government NSW Financial Issues in local Government Conference in Sydney.

Details of the conference are submitted to Council through the following summary report prepared by Councillor David Graham.

**OVERVIEW:** Excellent presentation by Dennis Banicevic, C.A and former partner of PWC who was responsible for 41 annual audits across NSW including Sydney City, Parramatta, Blacktown and some across regional NSW including Parkes.

Dennis did not agree with 2016 Council Mergers, could see no financial benefits and felt particularly strongly about regional and rural mergers.

**KEY ISSUES:**

1. Councillors entitled to receive all clear and concise information to make correct financial and business decisions.
2. Councillors allowed to ask specific questions to understand financial implications and must be provided with that detail in a reasonable time frame. Councillors have very important governance role and as much entitled to ask questions on any income, expenditure and capital spending upgrades.
3. Suggest developing "dashboard" type reports - quality, user friendly snapshot.
4. Recommended not rely on engineer costings. Make sure accounting and engineering communicate concisely so that financial projections/costings and actuals are prudent and achievable.
5. Explanation on:
  - a) Rates - Base, Ad volorem, minimum and pension rebate
  - b) Reserves and restrictions
  - c) Income and expenses budget and capital budget
  - d) Depreciation
6. Importance of borrowing to fund specific projects. Borrowing can be internal from reserves at commercial rates or third party (eg banks).
7. Valuation of Council assets. Dennis believes should be done yearly given the changes that can occur with asset upgrades, impact on usefully life and depreciation.

NOTE: CGRC is well advanced here following what Phil McMurray has done on asset management, utilising Maloney reports similar to what old GSC had done, and building on model.

QUESTION: Should CGRC consider updated reports in June 2019?
8. Importance of internal control committee - protecting Councillors. Will become a statutory requirement in the near future. His experience shows that all councils with good internal control has a much better open transparent approach.
9. Asset Management Plan must link properly to "costed" long term financial plan.

This plan quickly identifies:

  - a) Can council cover its annual cost including depreciation?
  - b) Will a SRV be needed?
    - When
    - How much
    - How often
10. Utilising reserves:
  - Restricted funds cannot lend to general fund without legal approval
  - Councillors should be provided on a quarterly basis (minimum) of all reserve accounts and the movements that occurred in that period.

NOTE: If over last 2 years such info had been provided, then issues such as a plant fund would have raised its head earlier.
11. Snapshot of the key performance indication from various councils attending was provided.

**8.1.11 DONATION TO GUNDAGAI LIONS CLUB INC**

DOCUMENT NUMBER	297754
REPORTING OFFICER	Phillip Chapman, Revenue Officer
AUTHORISING OFFICER	Tim Swan, Manager Finance and Customer Service
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>1. A vibrant and supportive community: all members of our community are valued</b>  1.1 Our Community is inclusive and connected
FINANCIAL IMPLICATIONS	The amount of \$801.50 be donated to Gundagai Lions Club Inc.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Gundagai Lions Club Request for Donation <a href="#">↓</a>

**RECOMMENDATION**

**Council donate the sum of \$801.50 to the Gundagai Lions Club Inc. for Water & Sewer Access Charges for the period 1 July 2016 to 30 November 2018.**

Introduction

It has been the practice of Council for many years, since at least 2007, to make a donation to Gundagai Lions Club Inc of an amount equivalent to the annual Water & Sewer Access charges (Vacant Land charges) applicable to property held by the club at 11 Bourke Street, Gundagai, in consideration of the work in kind done by this community organisation toward maintenance and upkeep of parklands, and service work in the community generally.

Discussion

The last time that Council effected this donation to the Club was on 20/09/2016, for the charges for the billing period 01/07/2016 to 31/12/2016. (See table).

The club has written to Council requesting the donation a number of times since then, the most recent letter in Council records shows it being received by Council on 08/08/2018.

The club has now contacted Council to follow up on the progress of Council's consideration of their request.

The table below also details the charges for which a donation is yet to be made, totalling \$801.50.

<u>Most Recent Previous donations :</u>		
<u>Date of</u>	<u>Amount of</u>	<u>Donation for</u>
<u>Payment</u>	<u>Payment</u>	<u>billing period</u>
17/02/2014	120.48	1-7-13 to 31-12-13
13/08/2014	120.52	1-1-14 to 30-6-14
11/02/2015	132.36	1-7-14 to 31-12-14
15/07/2015	132.31	1-1-15 to 30-6-15
28/06/2016	136.50	1-7-15 to 31-12-15
20/09/2016	136.00	1-1-16 to 30-6-16
<u>Billed amounts for which donations not yet made :</u>		
<u>Date</u>	<u>Amount</u>	<u>Billing Period</u>
<u>Billed</u>	<u>Billed</u>	-
22/12/2016	152.00	1-7-16 to 31-12-16
28/06/2017	152.00	1-1-17 to 30-6-17
18/12/2017	163.50	1-7-17 to 31-12-17
18/05/2018	163.50	1-1-18 to 31-5-18
12/09/2018	85.25	1-6-18 to 31-8-18
5/12/2018	85.25	1-9-18 to 30-11-18
<b>801.50</b>		
Donation to be processed for \$801.50		



**GUNDAGAI LIONS CLUB INC**

PO Box 41  
GUNDAGAI NSW 2722

A.B.N: 93 818 848 067

Cootamundra Gundagai  
Regional Council  
Document Received

- 8 AUG 2018

File No .....

Initials .....



31<sup>st</sup> July 2018

The General Manager  
Cootamundra-Gundagai Regional Council  
PO Box 420  
COOTAMUNDRA NSW 2590

Dear Sir

**Re: General Water and Sewerage Rates for the Gundagai Lions Club  
block, 11 Bourke Street, Gundagai. Block 183DP1078686**

The Gundagai Lions Club would like to request that the Cootamundra-Gundagai Regional Council wave the general water and sewerage rates on the above block. This is a vacant block and our club is a not for profit organization.

Yours sincerely

Pat McDonnell  
Secretary

President: Geoff John

Secretary: Pat McDonnell

Treasurer: Jan Agnew

**8.1.12 INVESTMENT REPORT - JANUARY 2019**

DOCUMENT NUMBER	297955
REPORTING OFFICER	Tim Swan, Manager Finance and Customer Service
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b>  4.3 Cootamundra-Gundagai Regional Council is a premier local government Council
FINANCIAL IMPLICATIONS	Council's investment income for January 2019 was \$64,653, 1% 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 - January 2019 P1 <a href="#">↓</a> 2. Investment Report - January 2019 P2-5 <a href="#">↓</a>

**RECOMMENDATION**

**The Investment Report as at 31 January 2019, attached to the report, be received and noted.**

Introduction

Returns on investments have exceeded budget and benchmarks for December 2018.

Discussion

Investments for January 2019 have produced interest of \$64,653.

Due to the excellent performance of Council's investments in the 2017/18 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 7% ahead of budget, and the net return is significantly higher than the benchmark.



## REPORT - CASH &amp; INVESTMENTS

Year of Report 30-06-19  
Month of report 31-Jan

Institution	Credit Rating	Investment Type	Date Lodged	Maturity Date	Interest Rate	Value
Commonwealth Bank	AA-	Bank Account				\$1,504,829.94
National Australia Bank	AA-	Bank Account				\$27,589.81
Commonwealth Bank	AA-	Business Online Saver				\$150,225.11
National Australia Bank	AA-	Cash Maximiser				\$0.00
Heritage Bank	BB+	Term Deposit	13-12-18	12-02-19	2.85	\$3,000,000.00
Bendigo & Adelaide Bank Limited	BBB+	Term Deposit	22-08-18	20-02-19	2.80	\$2,000,000.00
Members Equity Bank	BBB	Term Deposit	23-05-18	25-02-19	2.72	\$2,000,000.00
National Australia Bank	AA-	Term Deposit	08-11-18	13-03-19	2.67	\$2,000,000.00
Westpac Bank	AA-	Term Deposit	04-09-18	20-03-19	2.64	\$1,000,000.00
Commonwealth Bank	AA-	Term Deposit	21-12-18	26-03-19	2.61	\$1,500,000.00
National Australia Bank	AA-	Term Deposit	08-06-18	29-03-19	2.75	\$1,000,000.00
National Australia Bank	AA-	Term Deposit	10-09-18	24-04-19	2.70	\$2,500,000.00
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
National Australia Bank	AA-	Term Deposit	23-01-19	23-04-19	2.7	\$1,000,000.00
Bank of Queensland	BBB+	Term Deposit	25-01-19	24-07-19	2.8	\$2,063,810.08
AMP	C	Term Deposit	13-02-19	13-08-19	2.8	\$2,063,810.08
<b>Total Cash &amp; Investments</b>						<b>\$31,820,266.02</b>
<b>Source of Investments</b>	<b>Interest budget for month</b>	<b>Interest for month</b>	<b>Total Invested</b>			
General Fund Operations	\$10,939.54	\$10,793.77	\$5,312,333.02			
Water Fund	\$10,410.29	\$10,271.57	\$5,055,322.94			
Sewer Fund	\$8,863.93	\$8,745.82	\$4,304,398.06			
Domestic Waste Mgmt Fund	\$4,600.50	\$4,535.20	\$2,234,044.00			
Other externally restricted	\$9,145.03	\$9,023.18	\$4,440,905.00			
Internally restricted funds	\$21,567.30	\$21,279.92	\$10,473,263.00			
<b>TOTAL</b>	<b>\$65,526.58</b>	<b>\$64,653.46</b>	<b>\$31,820,266.02</b>			

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

Signature  
Tim Swan  
Finance Manager

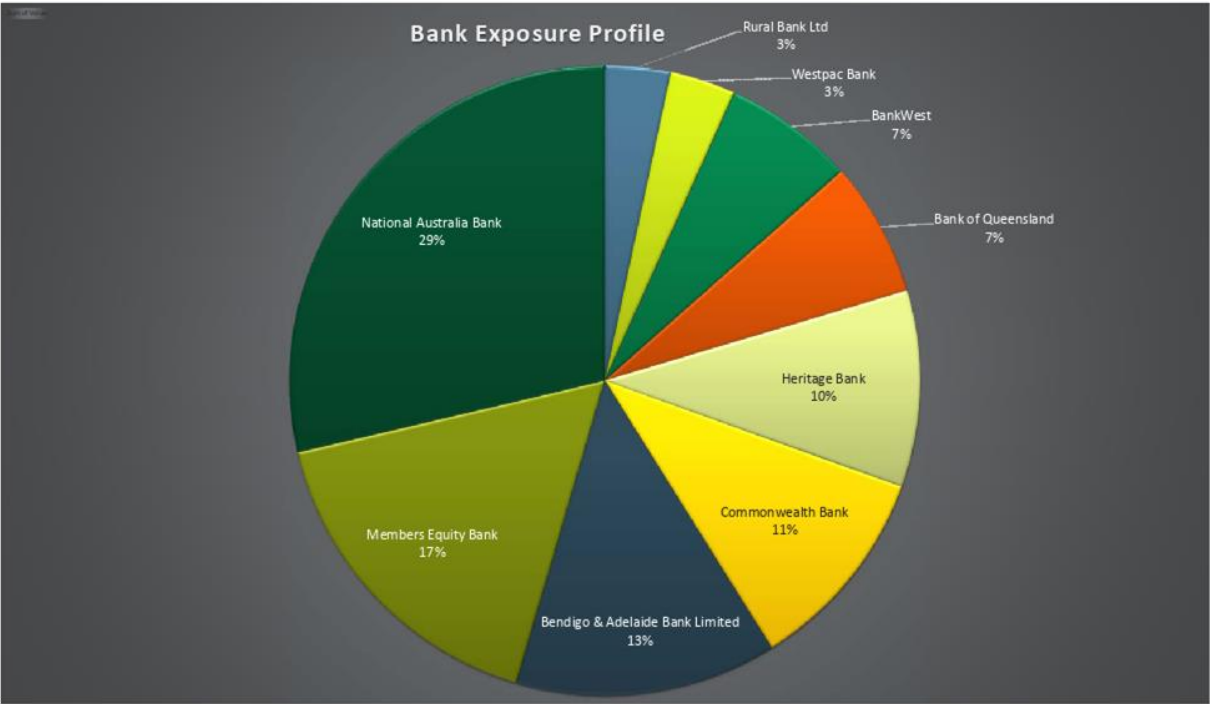


Bank Exposure Profile

Purpose

This graph demonstrates the distribution of Council's current investments.

ANALYSIS - CASH & INVESTMENTS





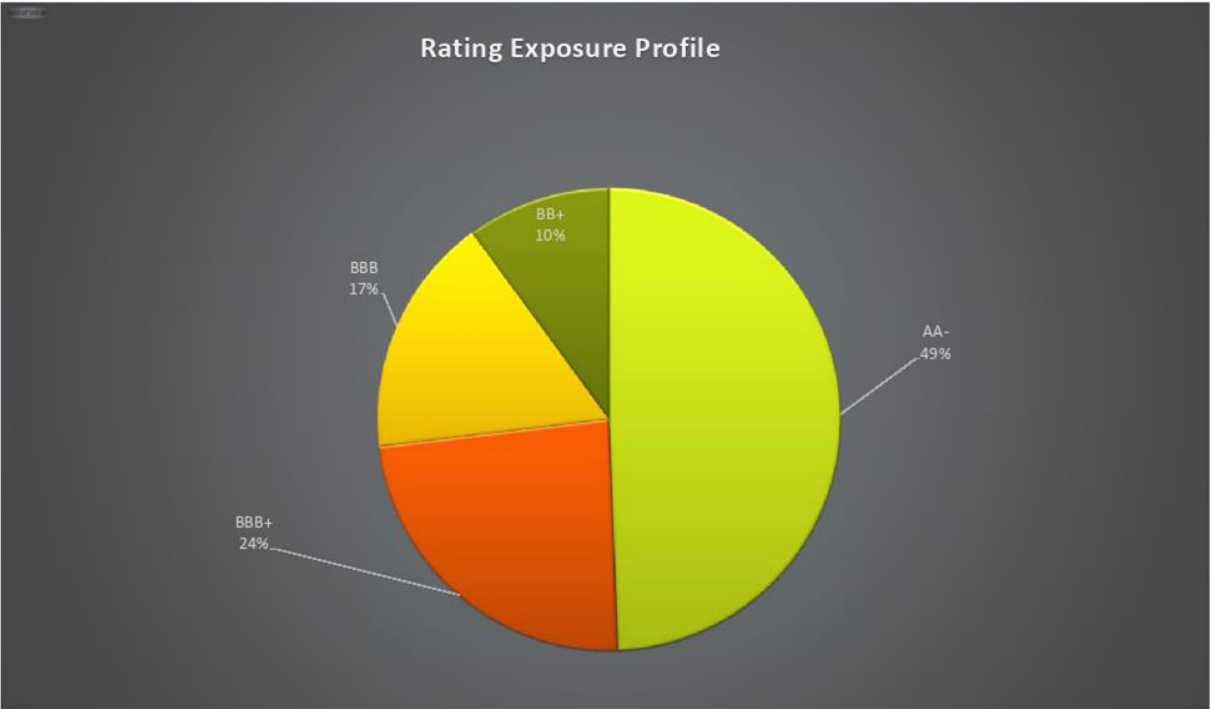


ANALYSIS - CASH & INVESTMENTS

Rating Exposure Profile

**Purpose**  
The ratings agency Standard & Poor's assesses debtors and forecasts their likelihood of default. ratings span from AAA - considered Prime, to D - In Default.

**Result**  
As lower rated investments mature strong consideration is being given to ratings of A- and above.





ANALYSIS - CASH & INVESTMENTS

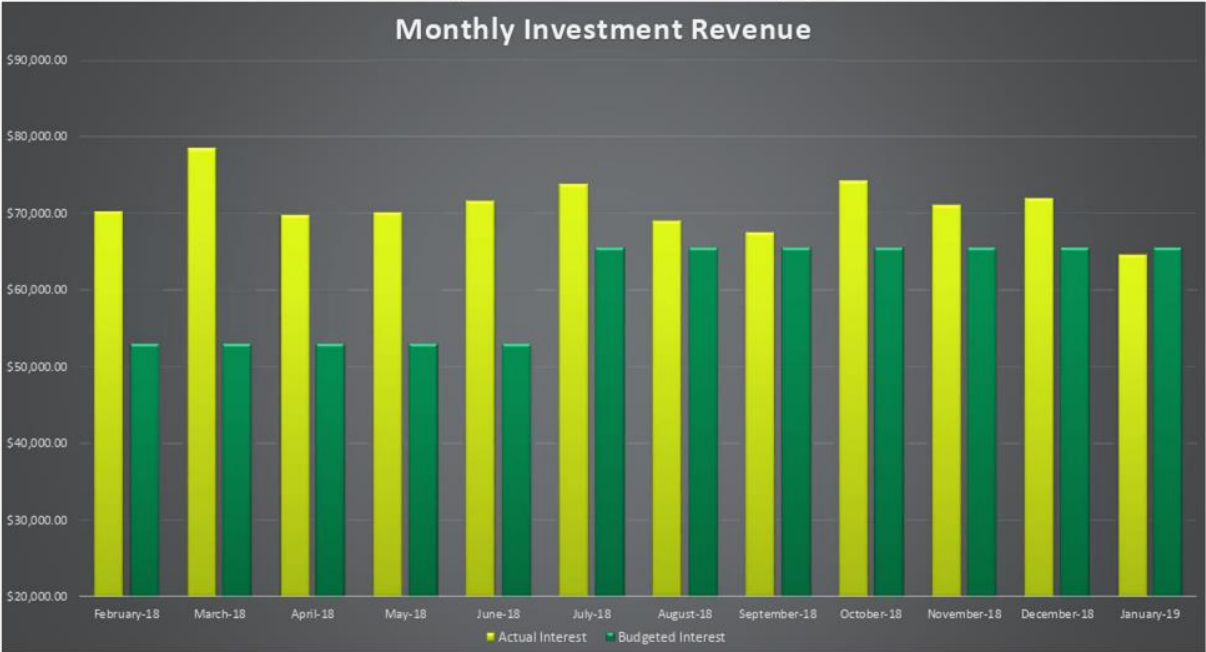
Monthly Interest Revenue

Purpose

This graph compares earnings to budgeted income.

Result

Actual Income	\$492,392.10
Budgeted Income	\$458,686.08
Actual Vs Budget %	7.35%





ANALYSIS - CASH & INVESTMENTS

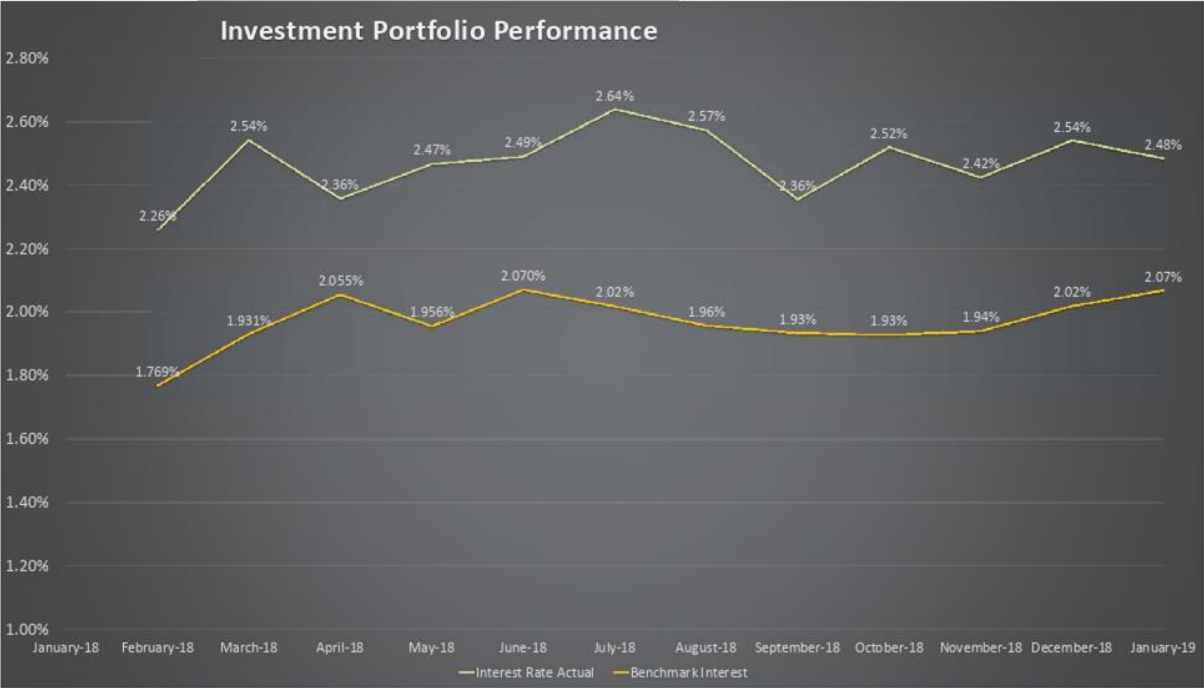
Investment Portfolio Performance

Purpose

This graph compares performance against the benchmark rate.

Result

CGRC investments are performing better than the benchmark rate.



**8.1.13 MONTHLY FINANCE REPORT FOR - JANUARY 2019**

DOCUMENT NUMBER	297956
REPORTING OFFICER	Tim Swan, Manager Finance and Customer Service
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b>  4.1 Decision-making is based on collaborative, transparent and accountable leadership
FINANCIAL IMPLICATIONS	Regular monitoring of Council's finances will ensure that any issues are identified in a timely manner.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Finance Report January 2019 <a href="#">↓</a>

**RECOMMENDATION**

**The Monthly Finance Report for January 2018, attached to the report, be received and noted.**

Introduction

This monthly reporting package provides Councillors with an update on the financial position of Council.

Discussion

There are no major concerns identified, with most variances attributable to timing.

A request was made at the January Council meeting that reporting on overdue balances be expanded to include ageing information. This is not a standard report in the Authority System, and we intend to include some customised reporting in future.

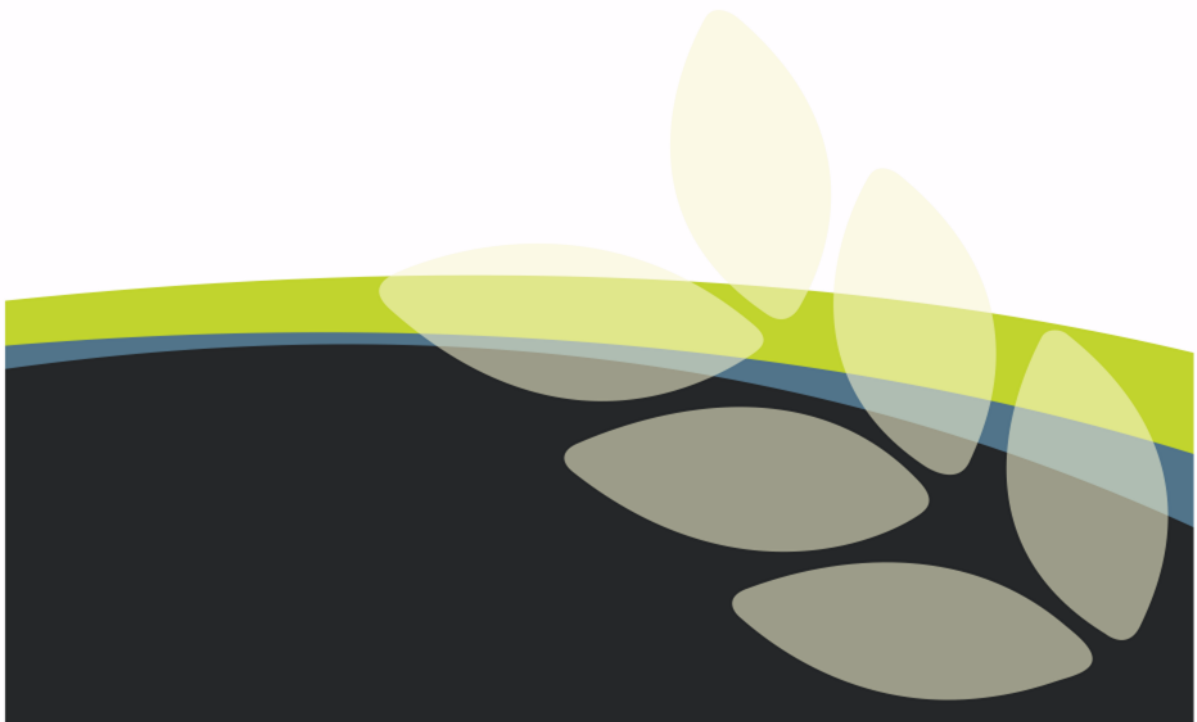


COOTAMUNDRA-  
GUNDAGAI REGIONAL  
COUNCIL

January 2019

# Financial reporting pack

*Monthly operational analysis*



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COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

Consolidated  
To 31 January 2019



	YTD	Budget	Variance	58.90%	%	Comments
<b>Income from continuing operations</b>						
Rates and annual charges	10,889,793	12,247,408	(1,357,615)	88.92%	😊	Rates and waste charged billed for the year. Annual water and sewer charges billed quarterly throughout the year. On track at this point in time. Water and sewer consumptions charge account for nearly half of this budget and are billed quarterly throughout the year. Ordered RMS works account for a further 26% and again will be billed throughout the course of the year. No concerns to report.
User charges and fees	4,399,426	5,594,432	(1,195,006)	78.64%	😊	On track at present
Interest and investment revenue	517,620	811,173	(293,553)	63.81%	😊	On track at present
Other revenues	649,414	523,288	126,126	124.10%	😊	On track at present
Operating grants and contributions	2,787,977	13,695,238	(10,907,261)	20.36%	😞	The larger amounts will be received periodically throughout the year. On track at this point in time.
Capital grants and contributions	6,866,319	13,947,223	(7,080,904)	49.23%	😞	Funds received for the second round of the Stronger Country Community grants.
Net gain from the disposal of assets	-	50,000	(50,000)	0.00%	😞	
<b>Total Income</b>	<b>26,110,549</b>	<b>46,868,762</b>	<b>(20,758,213)</b>	<b>55.71%</b>		
<b>Expenses from continuing operations</b>						
Employee benefits and on-costs	7,202,548	11,071,905	(3,869,357)	65.05%	😞	Expenditure impacted by termination payments (\$245k) which are not budgeted. Unused annual and long service leave is provided for in the ELE reserves and adjusted out at year end.
Borrowing costs	54,883	120,659	(65,776)	45.49%	😊	On track at present
Materials and contracts	8,926,073	10,860,389	(1,934,316)	82.19%	😞	Timing of expenditure appears to be the main driver for the variance in this category. The full year's budget has been expended on items such as rates and registration fees. Expenditure is also advanced for projects such as the floodplain risk management study and rural lands strategy. Fuel costs are tracking above budget with the increase in pump price. 65% of the Roads operational budget is already spent. A budget transfer needs to occur between Other Expenses and this category in relation to the grant funded projects.
Other expenses	2,321,116	4,831,407	(2,510,291)	48.04%	😊	A number of items in this category are paid annually in a single lump sum. These include insurance (\$669k) and regional library membership (\$192k). 50% of the Emergency Service Levy (\$199k) is included. Electricity expenditure is trending higher than budget. This is currently being reviewed. Some of the budget here needs to be transferred to Materials and Contracts at the next QBR
Plant income	(1,580,356)	(3,582,534)	2,002,178	44.11%	😞	The plant income is currently running below trend. A new monthly utilisation report is being circulated to operational staff and measures are being investigated to correct this trend.
<b>Total Expenses</b>	<b>16,924,264</b>	<b>23,301,826</b>	<b>(6,377,562)</b>	<b>72.63%</b>		
<b>Net Operating Result</b>	<b>9,186,285</b>	<b>23,566,936</b>				
<b>Net operating result before grants and contributions provided for capital purposes</b>	<b>2,319,966</b>	<b>9,619,713</b>				

**Business Unit Summary - Operating**  
To 31 January 2019

58.90%



	Income					Expenditure				Comments
	Actual	Budget	Variance	%		Actual	Budget	Variance	%	
<b>Operations</b>										
Asset management planning	-	-	-	0.00%	😊	580,754	803,434	222,680	72.28%	😊
Buildings and property management	237,589	298,285	60,696	79.65%	😊	541,931	1,801,893	1,259,962	30.08%	😊
Emergency services	281,855	267,373	(14,482)	105.42%	😊	343,213	700,141	356,928	49.02%	😊
Infrastructure	4,541,384	6,214,002	1,672,618	73.08%	😊	4,370,035	8,564,548	4,194,513	51.02%	😊
Land development	4,773	50,000	45,227	0.00%	😞	54,503	50,483	(4,020)	107.96%	😞
Parks and gardens	62,040	1,530,914	1,468,874	4.05%	😞	392,831	1,118,372	725,541	35.13%	😊
Plant management	166,489	359,024	192,535	46.37%	😞	(202,939)	1,615,992	1,818,931	-12.56%	😊
Recreation facilities	117,218	159,187	41,969	73.64%	😊	710,735	1,128,181	417,446	63.00%	😊
Sewerage Management	1,367,402	12,829,434	11,462,032	10.66%	😞	741,051	2,627,105	1,886,054	28.21%	😊
Waste Collection services	2,209,191	2,197,066	(12,125)	100.55%	😊	969,580	2,233,116	1,263,536	43.42%	😊
Water Management	1,957,045	3,690,902	1,733,857	53.02%	😊	1,662,600	3,485,259	1,822,659	47.70%	😊
<b>Development and Community Services</b>										
Community services	-	-	-	0.00%	😊	6,801	10,560	3,759	64.40%	😊
Development and building	218,257	313,642	95,385	69.59%	😊	878,175	1,244,692	366,517	70.55%	😊
Economic development	85,965	174,988	89,023	49.13%	😊	607,567	694,121	86,554	87.53%	😊
Library	14,318	92,348	78,030	15.50%	😞	489,571	689,096	199,525	71.05%	😊
Noxious weeds	66,163	72,906	6,743	0.00%	😞	168,349	256,166	87,817	65.72%	😊
Regulatory services	141,287	323,985	182,698	43.61%	😞	452,278	829,521	377,243	54.52%	😊
<b>Executive</b>										
Civic leadership	5,808,700	5,800,584	(8,116)	100.14%	😊	741,405	1,949,147	1,207,742	38.04%	😊
Communications and engagement	-	-	-	0.00%	😊	110,893	152,778	41,885	72.58%	😊
Customer Service	2,185	12,094	9,909	18.07%	😞	214,405	346,997	132,592	61.79%	😊
Executive office	-	-	-	0.00%	😊	842,106	214,149	(627,957)	393.23%	😞
Financial management	8,649,356	12,404,599	3,755,243	69.73%	😊	650,844	(1,424,705)	(2,075,549)	-45.68%	😊
Governance and business systems	172,832	77,429	(95,403)	223.21%	😊	323,921	656,813	332,892	49.32%	😊
Human resource management	6,500	-	(6,500)	0%	😊	663,593	732,281	68,688	90.62%	😊
Information technology	-	-	-	0.00%	😊	610,059	852,553	242,494	71.56%	😊
<b>Total</b>	<b>26,110,549</b>	<b>46,868,762</b>	<b>20,758,213</b>	<b>55.71%</b>		<b>16,924,264</b>	<b>31,332,693</b>	<b>14,408,429</b>	<b>54.01%</b>	



**Capital expenditure**

To 31 January 2019



	YTD	Budget	Variance	%	Comments
<b>Capital income</b>					
Proceeds from sale of plant	406,512	483,250	(76,739)	84.12%	On track to meet budget based on actuals to date and projected receipts.
Proceeds from sale of property	631,729	-	631,729	0.00%	Sale of properties in Yass Road and Bartely Street. December QBR adjustment to budget
Sports facilities capital income	-	-	-	0.00%	
Stormwater capital income	-	-	-	0.00%	
Roads capital income	-	-	-	0.00%	
Water capital income	-	-	-	0.00%	
Sewer capital income	-	-	-	0.00%	
Waste capital income	-	-	-	0.00%	
Other capital income	-	-	-	0.00%	
<b>Total Income</b>	<b>1,038,241</b>	<b>483,250</b>	<b>554,991</b>	<b>214.85%</b>	
<b>Capital expenditure</b>					
Plant and equipment	3,139,561	2,969,500	170,061	105.73%	Additional funding required at December QBR to cover the cost of an additional truck to the fleet
Office equipment	59,278	35,350	23,928	167.69%	New servers and switches replacing damaged equipment. Adjustment to budget will be required in December QBR.
Buildings	1,624,718	1,680,229	(55,511)	96.70%	Main projects include Cootamundra Town Hall refurbishment works, Rugby Union clubhouse upgrade, Gundagai Depot training room, Cootamundra AFL clubrooms and Sheridan Street public toilets
Land improvements	874,250	815,000	59,250	107.27%	Main projects include Yass Road works, Old Mill Building Gundagai and Turners Lane.
Other structures	555,900	1,400,000	(844,100)	39.71%	\$200k budget for Old Mill to be added to this line. Cootamundra Saleyards truckwash and lighting and electrical upgrade.
Roads, bridges and footpaths	3,334,225	6,195,196	(2,860,971)	53.82%	Significant projects include Adjungbilly Road reconstruction, Footpath renewal program, Shoulder reconstruction Yeo Yeo Hamstead, Rathmells Lane and Old Hume Hwy
Stormwater drainage	30,525	1,181,246	(1,150,721)	2.58%	Main projects include Cootamundra Tennis Club court resurface, Morely's Creek Fishing Pier, Wallendbeen Fitness infrastructure and South Gundagai Inclusive Community Playground
Recreation assets	922,542	3,384,904	(2,462,362)	27.25%	Main projects include Cootamundra water mains replacement and extension of Gundagai water supply to Dog on the Tuckerbox
Water supply network	1,020,007	3,280,395	(2,260,388)	31.09%	Main projects include Gundagai Sewerage Treatment Plant upgrade and Cootamundra Sewer Mains relining
Sewerage network	1,451,492	11,013,175	(9,561,683)	13.18%	
Other assets	-	70,542	(70,542)	0.00%	
<b>Total Expenses</b>	<b>13,012,498</b>	<b>32,025,537</b>	<b>(19,013,039)</b>	<b>40.63%</b>	
<b>Net capital expenditure</b>	<b>11,974,258</b>	<b>31,542,287</b>	<b>(19,568,029)</b>		

**Rates and Sundry Debtors  
To 31 January 2019**

Outstanding debts	B/fwd	Billed	Collected	Outstanding	%
Rates	197,868	6,880,335	3,965,415	3,112,788	43.98%
Waste	134,713	2,129,418	1,411,931	852,200	37.64%
Water	415,989	1,856,756	1,941,496	331,249	14.57%
Sewer	345,635	1,286,207	1,355,442	276,400	16.94%
Sundry	423,644	426,964	701,862	148,746	17.49%
<b>Totals</b>	<b>1,517,849</b>	<b>12,579,679</b>	<b>9,376,145</b>	<b>4,721,383</b>	

Overdue amounts	This month	Last month	Movement
Rates	434,811	542,493	(107,682)
Water and Sewer	607,649	356,651	250,998

**8.1.14 DECEMBER QUARTERLY BUDGET REVIEW STATEMENT**

DOCUMENT NUMBER	297954
REPORTING OFFICER	Tim Swan, Manager Finance and Customer Service
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b>  4.3 Cootamundra-Gundagai Regional Council is a premier local government Council
FINANCIAL IMPLICATIONS	As reported in the attached December quarterly budget review, the revised net operating result for the year to 30 June, 2019 is a profit of \$17,321,000. The budget adjustments recommended to Council for approval in this report result in a net change to the operating result of \$1,785,000.
LEGISLATIVE IMPLICATIONS	Clause 203(1) of the Local Government (General) Regulation requires that, not later than 2 months after the end of each quarter, excluding the June quarter, the responsible accounting officer must submit a budget review statement to Council. The format of the review must be consistent with the minimum requirements contained in the Quarterly Budget Review Statement Guidelines provided by the Office of Local Government.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Quarterly Budget Review - December 2018 <a href="#">↓</a>

**RECOMMENDATION**

- 1. The December 2018 Quarterly Budget Review Statement be accepted.**
- 2. The budget variations listed in the attached report be adopted.**

Introduction

The purpose of this report is to present a summary of Council's financial position at the end of the December 2018 quarter, and to report on progress made against the original budget adopted by Council in its 2018-19 Operational Plan. A detailed list of budget variances is included in the attached Quarterly Budget Review, and these are recommended for Council approval.

Discussion

Detailed commentary on the individual variations is included in the report itself, and while the net change to the projected operating result is an increase of \$1.79M to a surplus of \$17.321M, this is

due to the requirement to report grant income in the year in which it is received. The expenditure of these grants will occur over the next 2 financial years, causing further misleading results.

As a resolution to the matter of the refurbishment of the Cootamundra Town Hall is the subject of ongoing discussions, the likely budgetary impact remains uncertain. The issue has been retained in the commentary of the report, and will be moved to the body of the report when the impact can be quantified.

The most significant matter included in the current report is the identification of \$1.8m in income relating to RMS contract works completed last financial year.



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December 2018 Quarterly Budget Review



## Commentary

Councillors are now receiving a monthly financial report which details how council is tracking against its budget with explanations of any significant budget variances. As such the focus of the quarterly budget review shifts from an update on how council is performing to presenting Councillors with changes to the adopted budget for their endorsement.

### Budgeted Operating Result

The Council's Income and Expenses, and Net Operating Result are reported on page 6 of this Review Statement.

The revised estimated net operating result for the year to 30 June 2019 is a surplus of \$17,321,000 (original budget was a surplus of \$11,786,000) and the revised estimated result before capital grants and contributions is a \$3,283,000 surplus (original \$1,811,000 deficit).

This change is driven primarily to the receipt of additional grant funding from the NSW State Government and the fact that not all of these funds will be expended this financial year.

### Budget Variations to the Operating Result

The budget adjustments recommended to Council for approval in this report result in a net change to the operating result of \$1,785,000.

The material variations from the original budget for the year to date are attributed to:

#### Favourable variations

- Council has received a further \$5.8M in funding from the NSW State government. It is anticipated that approximately \$2M of this funding will be expended this financial year, the remainder being transferred to reserve and spent in subsequent financial years.
- Income of \$1.8m has been identified relating to RMS works performed

December 2018 Quarterly Budget Review

in the previous financial year.

#### Unfavourable variations

- With the changes to the Cemetery fees it is anticipated that revenue will fall by \$50K.
- Internal investigations being undertaken by Blackadder & Associates are expected to cost \$100,000.

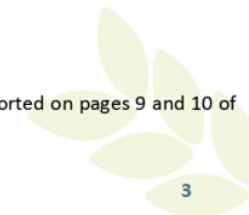
### Possible future changes

There are a few items we are currently monitoring that may require a change to the budget in a future review. At this point in time we either do not have the necessary information to quantify the change or sufficient guarantee that the change will actually be required. These are:

1. Timing of grant receipts – this relates primarily to the Gundagai sewerage treatment plant. The budget includes \$10.125M in expected income. We may not receive all of this in the current financial year which will impact the operating result adversely.
2. Financial Assistance Grant – the current budget assumes we will receive the full grant in the current financial year. As we have already received half the grant prior to 30 June 2018 there is a chance we will need to reduce the income by that amount. We are working on the assumption that the Federal government will again prepay half the next years grant in this financial year.
3. Cootamundra Town Hall Refurbishment – the total cost of this project is still being finalised. Once this is determined funding options will be discussed in future councillor workshops. To date approximately \$700K has been expended in addition to the office refurbishment.

### Budget Cash Flows

Council's Cashflow and Reserve Movements are reported on pages 9 and 10 of this Review Statement.



## Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

**30 December 2018**

It is my opinion that the Quarterly Budget Review Statement for Cootamundra Gundagai Regional Council for the quarter ended 31/12/18 indicates that Council's projected financial position at 30/6/19 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

**Signed:**



Tim Swan  
Responsible Accounting Officer

**date: 19 February 2019**

December 2018 Quarterly Budget Review





## Income and Expense Budget Review

### Consolidated

#### Income & Expenses - Council Consolidated

(\$000's)

#### Income

	Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs					
Rates and Annual Charges	12,248						12,248			12,248	10,890
User Charges and Fees	5,645			(50)			5,595	1,800	1	7,395	4,286
Interest and Investment Revenues	811						811			811	427
Other Revenues	523						523	35	2	558	566
Grants & Contributions - Operating	8,245			5,450			13,695			13,695	2,638
Grants & Contributions - Capital	13,597			350			13,947	91	3	14,038	5,925
Net gain from disposal of assets	50						50			50	-
<b>Total Income from Continuing Operations</b>	<b>41,119</b>	-	-	<b>5,750</b>	-	-	<b>46,869</b>	<b>1,926</b>		<b>48,795</b>	<b>24,732</b>

#### Expenses

Employee Costs	11,072						11,072	590	4	11,662	6,310
Borrowing Costs	121						121			121	34
Materials & Contracts	6,756						6,756	1,059	5	7,815	6,235
Depreciation	8,031						8,031			8,031	-
Legal Costs	64						64			64	47
Consultants	458						458			458	244
Other Expenses	2,831			2,000			4,831	(1,508)	6	3,323	2,183
<b>Total Expenses from Continuing Operations</b>	<b>29,333</b>	-	-	<b>2,000</b>	-	-	<b>31,333</b>	<b>141</b>		<b>31,474</b>	<b>15,053</b>

**Net Operating Result from Continuing Operations** 11,786 - - 3,750 - - 15,536 1,785 17,321 9,679

**Net Operating Result before Capital Items** (1,811) - - 3,400 - - 1,589 1,694 3,283 3,754

December 2018 Quarterly Budget Review

5

## Detail of budget variations

### Income & Expenses Budget Review Statement Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
1	Income of \$1.8m has been identified relating to RMS works performed in the previous financial year.
2	As discussed at a recent councillor workshop, a major review of the Plant Replacement Program and the operation of the Plant Fund have been completed, with several adjustments to the current year budget required. Projected insurance income and leaseback fees have been increased by \$30,000 and \$5,070 respectively.
3	The final instalment for the Sheridan St upgrade has been claimed from the National Stronger Regions Fund, and will be applied against relevant works.
4	Salaries and wages of \$508,300 have been reclassified from Other Expenses. Trainee positions with a total cost of \$82,044 have been created since the adoption of the original budget.
5	As discussed at a recent councillor workshop, consulting fees of \$46,322 have been paid to Stephen Sykes. Christmas decorations have been purchased for display on both admin offices, at a cost of \$30,207. Investigations being undertaken by Blackadder & Associates and others are expected to cost \$100,000. Expenses totalling \$1m have been reclassified from Materials and Contracts to Other Expenses. The review of the plant fund has identified decreased expenditure of \$300,000, and decreased plant hire income of \$182,405, a net decrease in materials and contracts of \$117,595.
6	\$1,508,300 of expenses have been reclassified from Salaries & Wages and Materials & Contracts to Other Expenses. This relates to the grant funding received through NCIF, SCF and SCCF.

December 2018 Quarterly Budget Review



## Capital budget review

### Capital Budget - Council Consolidated

(\$'000's)

#### Capital Expenditure

##### New Assets

- Plant & Equipment
- Land & Buildings
- Roads, Bridges, Footpaths
- Recreation
- Water
- Sewer
- Other

##### Renewal Assets (Replacement)

- Plant & Equipment
- Land & Buildings
- Roads, Bridges, Footpaths
- Recreation
- Water
- Sewer
- Other

##### Loan Repayments (Principal)

##### Waste facilities

#### Total Capital Expenditure

#### Capital Funding

##### Rates & Other Untied Funding

##### Capital Grants & Contributions

##### Reserves:

- External Restrictions/Reserves
- Internal Restrictions/Reserves

##### New Loans

##### Receipts from Sale of Assets

- Plant & Equipment
- Land & Buildings

#### Total Capital Funding

#### Net Capital Funding - Surplus/(Deficit)

Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr		Notes	Projected Year End Result	Actual YTD figures
	Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs		Dec	Qtr			
- Plant & Equipment						-				-	
- Land & Buildings						-				-	
- Roads, Bridges, Footpaths	815					815	91	1		906	
- Recreation	3,201					3,201				3,201	
- Water	1,226					1,226				1,226	
- Sewer										-	
- Other						-				-	
Renewal Assets (Replacement)											
- Plant & Equipment	1,373		1,632			3,005	300	2		3,305	3,143
- Land & Buildings	3,895					3,895				3,895	2,844
- Roads, Bridges, Footpaths	6,562					6,562				6,562	2,340
- Recreation	184					184				184	756
- Water	2,054					2,054				2,054	786
- Sewer	10,763		250			11,013				11,013	1,437
- Other	71					71				71	95
Loan Repayments (Principal)						-				-	
Waste facilities						-				-	
<b>Total Capital Expenditure</b>	<b>30,144</b>	<b>-</b>	<b>-</b>	<b>1,882</b>	<b>-</b>	<b>32,026</b>	<b>391</b>			<b>32,417</b>	<b>11,401</b>
Capital Funding											
Rates & Other Untied Funding	4,856					4,856				4,856	
Capital Grants & Contributions	13,524					13,524	91	1		13,615	5,925
Reserves:											
- External Restrictions/Reserves	9,726		250			9,976				9,976	
- Internal Restrictions/Reserves	1,400		1,532			2,932	112	3		3,044	
New Loans	-					-				-	
Receipts from Sale of Assets											
- Plant & Equipment	383		100			483	35	4		518	394
- Land & Buildings	255					255				255	632
<b>Total Capital Funding</b>	<b>30,144</b>	<b>-</b>	<b>-</b>	<b>1,882</b>	<b>-</b>	<b>32,026</b>	<b>238</b>			<b>32,264</b>	<b>6,951</b>
<b>Net Capital Funding - Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(153)</b>			<b>(153)</b>	<b>(4,450)</b>

December 2018 Quarterly Budget Review

Detail of budget variations

Capital Budget Review Statement  
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
1	The final instalment for the Sheridan St upgrade has been claimed from the National Stronger Regions Fund, and will be applied against relevant works.
2, 3, 4	As discussed at a recent councillor workshop, a major review of the Plant Replacement Program and the operation of the Plant Fund have been completed, with several adjustments to the current year budget required.



## Cash and investments budget review

### Restricted and unrestricted cash (reserves)

#### Cash & Investments - Council Consolidated

(\$'000's)

#### Externally Restricted <sup>(1)</sup>

	Original Budget 2018/19	Approved Changes					Revised Budget 2018/19	Variations for this Dec Qtr		Projected Year End Result
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs		Dec	Qtr	
Developers contributions	72			(60)			12			12
Specific purpose unexpended grants & contributions	960						960			960
Water network infrastructure	4,890			1,471			6,361			6,361
Sewer network infrastructure	4,098			1,263			5,361			5,361
Gundagai town improvement district	923			253			1,176			1,176
Domestic waste management	348			1,043			1,391			1,391
Stormwater infrastructure	216			(56)			160			160
<b>Total Externally Restricted</b>	<b>11,507</b>	<b>-</b>	<b>-</b>	<b>3,914</b>	<b>-</b>	<b>-</b>	<b>15,421</b>	<b>-</b>	<b>-</b>	<b>15,421</b>

(1) Funds that must be spent for a specific purpose

#### Internally Restricted <sup>(2)</sup>

Merger implementation fund	-			1,000			1,000			1,000
Stronger communities fund	-			2,800			2,800			2,800
Aerodrome bitumen resurfacing	241			5			246			246
Bradman's birthplace	43			8			51			51
Coolac bypass	53			25			78			78
Cootamundra caravan park	106			(14)			92			92
Council election reserve	-			-			-			-
Development	479			(286)			193			193
Employee leave entitlement	1,396			190			1,586			1,586
Financial assistance grant	-			-			-			-
Heritage centre	11			1			12			12
Incomplete works	276			(276)			-			-
Plant replacement	2,735			(1,878)			857	(112)	1	745
Quarries and pit restoration	82			(31)			51			51
Saleyards	278			(168)			110			110
Special projects	467			2			469			469
Swimming pool pump & equipment	12						12			12
Cemetery reserve	65			(37)			28			28
<b>Total Internally Restricted</b>	<b>6,244</b>	<b>-</b>	<b>-</b>	<b>1,341</b>	<b>-</b>	<b>-</b>	<b>7,585</b>	<b>(112)</b>	<b>-</b>	<b>7,473</b>

(2) Funds that Council has earmarked for a specific purpose

<b>Unrestricted</b> (ie. available after the above Restrictions)	<b>5,319</b>	<b>-</b>	<b>-</b>	<b>(23)</b>	<b>-</b>	<b>-</b>	<b>5,296</b>	<b>1,800</b>	<b>-</b>	<b>7,096</b>
<b>Total Cash &amp; Investments</b>	<b>23,070</b>			<b>5,232</b>			<b>28,302</b>	<b>1,688</b>		<b>29,990</b>

December 2018 Quarterly Budget Review



Detail cash and investments

Cash & Investments Budget Review Statement

Comment on Cash & Investments Position

The cash and investments position has been adjusted to reflect the budget adjustments detailed in this report

Investments

Investments have been invested in accordance with Council's Investment Policy.

Cash

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:		\$ 000's
Cash at bank		1,946
Investments on hand		30,031
Reconciled cash at bank and investments		<u>31,977</u>

Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
1	As discussed at a recent councillor workshop, a major review of the Plant Replacement Program and the operation of the Plant Fund have been completed. The adjustments result in a reduction in the reserve of \$112,335.



**COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL**

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**Cootamundra Office:**

81 Wallendoon Street, Cootamundra NSW 2590  
Phone: 02 6940 2100  
Fax: 02 6940 2127

**Gundagai Office:**

255 Sheridan Street, Gundagai NSW 2722  
Phone: 02 6944 0200  
Fax: 02 6940 2127



## 8.2 DEVELOPMENT AND COMMUNITY SERVICES DIRECTORATE

### 8.2.1 ACCESS & INCLUSION ADVISORY COMMITTEE NOMINATIONS

DOCUMENT NUMBER	297967
REPORTING OFFICER	Miriam Crane, Manager Community and Culture
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p><b>1. A vibrant and supportive community: all members of our community are valued</b></p> <p>1.1 Our Community is inclusive and connected</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 nominations be accepted and the committee formed.**

#### Introduction

In November 2018 Council approved the Access & Inclusion Advisory Committee Charter and authorised Council officers to advertise for nominations.

#### Discussion

Six nominations were received (including two alternate), being:

1. Paula Maher – Ability Links (Cootamundra Area)
2. Narelle Nibbs – Ability Links (Gundagai Area)
3. Linley Chaplin - LFE Community Supports
4. Marjory Taprell - LFE Community Supports, Local Health Advisory Committee
5. Irene Booby – Gundagai community
6. Narelle & Robert Gilholme – Valmar, IDEAS, and general community interest

The nominations received cover a good geographic area and provide for a broad understanding of related issues.



**8.2.2 DRAFT TOURISM AND ECONOMIC DEVELOPMENT STRATEGY**

DOCUMENT NUMBER	298013
REPORTING OFFICER	Miriam Crane, Manager Community and Culture
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>2. A prosperous and resilient economy: we are innovative and 'open for business'</b>  2.1 The local economy is strong and diverse
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	<ol style="list-style-type: none"> <li>1. Draft Tourism and Economic Development Strategy (under separate cover) ➡</li> <li>2. Appendices (under separate cover) ➡</li> </ol>

**RECOMMENDATION**

**The Draft Tourism and Economic Development Strategy, attached to this report, be placed on public exhibition for a period of 28 days.**

Introduction

Council engaged Western Research Institute to prepare a Tourism and Economic Development Strategy for the Local Government Area.

Discussion

The attached strategy presents a number of options for Council to consider in order to grow the local economy.

Some elements of the strategy may be at odds with community expectation. As the community will ultimately be providing the resources for the implementation of the strategy it is important to gather community feedback at this stage.

**8.2.3 DRAFT WALLEND BEEN STRATEGIC HERITAGE STUDY**

DOCUMENT NUMBER	296749
REPORTING OFFICER	Brandie Strickland, Graduate Town Planner
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>3. Sustainable natural and built environments: we connect with the places and spaces around us</b>  3.2 Our built environments support and enhance liveability
FINANCIAL IMPLICATIONS	The Heritage Near Me Grant from Office of Environment and Heritage is used to fund the heritage study of Wallendbeen.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Draft Wallendbeen Strategic Heritage Study (under separate cover) <a href="#">↗</a>

**RECOMMENDATION**

- 1. The Draft Wallendbeen Strategic Heritage Study dated January, 2019, circulated under separate cover, be placed on public exhibition for a period of 14 days commencing 27<sup>th</sup> February, 2019 and concluding 13<sup>th</sup> March, 2019.**
- 2. Any submissions received in response to the public exhibition period referred to in 1 above be the subject of a further report to be submitted to the March, 2019 Ordinary Meeting of Council.**
- 3. In the event there are no submissions received during and in response to the public exhibition period referred to in 1 above, the Draft Wallendbeen Strategic Heritage Study be deemed to be adopted.**

Introduction

In June, 2018 Council received funding from the Office of Environment and Heritage to complete the Wallendbeen Strategic Heritage Study and King Street Revitalisation Plan. This Project is a three stage project. The first stage of the project is to complete the Heritage Study which will inform the King Street Revitalisation Plan by providing recommendations based on heritage significance, impact and design. Stage two of the project is the conceptual plan of the revitalisation of King Street. Stage three includes six stories being uploaded to the Heritage Near Me App. Stage three is run in conjunction with stage 1 and 2 of the project and is being completed independently by the Office of Environment and Heritage.

Discussion

Stage one of the Wallendbeen Heritage Study and King Street Revitalisation Plan began in November, 2018 with the appointment of ngh Environmental. Project Manager, Jakob Ruhl, is the consultant who will undertake the required work. Community consultation occurred on the 19<sup>th</sup> November, 2018 with approximately 14 people in attendance. A site inspection and photographic

heritage assessment was completed on the 20<sup>th</sup> November, 2018 the details of which are included in the Draft Wallendbeen Strategic Heritage Study.

Engagement and feedback during the community consultation was considered by Council staff and as a result the project scope was expanded to include more heritage significant items and aspects which were identified by the community. As a result of the additional work it was necessary to extend the proposed timeline for the report to be completed from the 24<sup>th</sup> December, 2018 to 29<sup>th</sup> January, 2019. As such, Council received the amended draft report which has been provided under separate cover for the consideration of Council.

The heritage study meets the requirements of the project scope and provides recommendations that will inform the urban designer once a consultant has been engaged. Council is now required to place the Draft Wallendbeen Strategic Heritage Study on public exhibition for 14 days commencing 27<sup>th</sup> February, 2019 and concluding 13<sup>th</sup> March, 2019.

The information on the Draft Wallendbeen Strategic Heritage Study public exhibition period will be advertised in local newspapers and on Council's website. The documentation will be available to view at Council's Administration Centres in Cootamundra and Gundagai and published on Council's website with an option to lodge a submission electronically. Submissions are welcome and can also be sent to Council by email or post.

Once the Draft Wallendbeen Strategic Heritage Study has been adopted by Council an urban design consultant will be engaged and works will begin on the second stage of the project.

Acquittals for the project must be completed by 30<sup>th</sup> of June, 2019 to meet funding conditions.

**8.2.4 DEVELOPMENT APPLICATIONS APPROVED JANUARY 2019**

DOCUMENT NUMBER	297265
REPORTING OFFICER	Brooke Douglas, Executive Assistant
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b> 2.2 Strategic land-use planning is co-ordinated and needs-based
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 information on Development Applications Approved in January 2019 be noted.**

The following development applications were approved by Cootamundra-Gundagai Regional Council in January 2019:

APP. NO.	PROPOSED BUILDING	STREET NAME
DA2018/038	Service Station, Office and Liquid Fuel Depot	Young Street
DA2018/164	New Dwelling	Ward Street
DA2018/166	New Shearing Shed	Corbys Lane
DA2018/171	Dwelling Additions	Donaldson Street
DA2018/173	New Garage	Dickson Street
DA2018/177	New Dwelling and Shed	Pope Street
DA2018/180	Dwelling Additions	O'Briens Road
DA2018/182	Dwelling Additions	Rosehill Road
DA2018/183	New Dwelling	Punch Street
DA2018/184	New Carport	Ursula Street
DA2018/185	New Carport	Margaret Street

**VALUE OF WORK REPORTED TO THIS MEETING:**

**\$4,006,560.00**

**VALUE OF WORK REPORTED YEAR TO DATE:**

**\$10,668,988.00**

THIS TIME LAST YEAR:

VALUE OF WORK – January 2018 - \$ 1,608,916.00

VALUE OF WORK – YTD 2018 - \$ 9,227,027.00

### 8.2.5 DEVELOPMENT APPLICATION 2018/181 PROPOSED ENERGY GENERATING WORKS (SOLAR FARM), MUTTAMA ROAD, COOTAMUNDRA.

DOCUMENT NUMBER	297176
REPORTING OFFICER	Brandie Strickland, Graduate Town Planner
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p><b>3. Sustainable natural and built environments: we connect with the places and spaces around us</b></p> <p>3.1 The natural environment is valued and protected</p> <p>3.1b Investigate and implement renewable energy technologies to reduce our environment footprint</p>
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	Proposed development is permissible with consent in accordance with State Environmental Planning Policy (Infrastructure) 2007.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	<ol style="list-style-type: none"> <li>1. Development Assessment report (Section 4.15 Report) <a href="#">↓</a></li> <li>2. Objections <a href="#">↓</a></li> </ol>

#### RECOMMENDATION

**Development Application 2018/181 be approved subject to the conditions contained within the Development Assessment (Section 4.15 report).**

#### Introduction

Council received a development application on the 20<sup>th</sup> December 2018 for energy generating works.

The proposed development includes energy generating use (primary use) and ancillary structures (operations and maintenance building, training school building and viewing platform). The proposed development will include 36,502 panels, each being 1.9m x 0.9m and arranged in rows of three at a vertical tilt of 25 degrees facing due north. Once operating the development will generate 12MWh of electricity a year which will be exported into the electricity supply network through works with Essential Energy. The proposed electricity generating works will have the capacity to generate enough electricity to power approximately 2,500 homes annually.

The proposed development was notified to neighbouring properties and in the Cootamundra Herald (see attached 4.15 report).

#### Discussion

The attached development assessment report provides details of the proposed development and assessment of environmental constraints and impacts of the proposed development. Issues identified by objectors have been addressed within the report as have suggested actions to mitigate potential impacts.

The application is recommended for approval.

# DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



## DATE OF REPORT COMMENCEMENT:

20 February 2019

## COUNCIL OFFICER COMPLETING DEVELOPMENT ASSESSMENT:

Brandie Strickland

## DEVELOPMENT REFERENCE:

DA 2018/181

## DEVELOPMENT ADDRESS:

104 Gundagai Road COOTAMUNDRA

## DEVELOPMENT LOT / SEC / PLAN:

Lot: 50 DP: 753601

## OWNER(S):

Cootamundra Sunfarm Pty Ltd ACN 612187890

## APPLICANT:

Torus Group

## APPLICANT ADDRESS:

48 Loughnan Road  
NORTH RINGWOOD VIC 3134

## PROPOSAL:

Energy Generating Works

## ZONING (LEP):

RU1- Primary Production  
IN1 General Industrial

## OTHER SPECIAL ZONING IMPACTS:

Groundwater vulnerability

## BACKGROUND:

The site is approximately 20ha and currently zoned RU1 and IN1. The site is used for grazing stock which is proposed to continue as means of vegetation and ground fuel management.

The proposed development includes Energy Generating Works (solar farm) and ancillary structures (operations and maintenance building, training school building and viewing platform).

The proposed solar farm will include 36,502 panels, each being 1.9m x .9m arranged in rows of three at a vertical tilt of 25 degrees facing due north. Glass used in solar panels reflects just 2% of light received. During the hours of 9am-4pm potential glare will be directed towards the sky.

## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



Once operating the solar farm will generate 12MWh of electricity a year which will be exported into the electricity supply network through works with Essential Energy. The proposed solar farm will have the capacity to generate enough electricity to power approximately 2,500 homes annually.

The proposed development will also include a training school/education centre to be in the north-west corner of the site alongside an operations and maintenance building in the far corner closest to Gundagai Road.

The training facility will be constructed using recycled shipping containers repurposed to facilitate a low energy footprint for the purpose of running education sessions. The proposed operations and maintenance building will service staff and infrastructure. The structure will be approximately 1,000sqm. The proposed viewing platform will be located as per attached plan and will be for the purpose of visual surveillance and onsite maintenance of the panels.

### PREVIOUS DEVELOPMENT PROPOSALS AND DECISIONS:

DA subdivision

### INTEGRATED / DESIGNATED / ADVERTISED / NEIGHBOUR NOTIFICATION / CROWN DEVELOPMENTS:

The proposed energy generating works will equal 12 megawatts which does not trigger the designated development threshold (30 megawatts). Therefore council is the consent authority. The proposed development was notified to 73 properties that were assessed as being potentially impacted by the proposed development via Australia Post on the 15<sup>th</sup> of January 2019. The development was also advertised in the Cootamundra Herald from the 30<sup>th</sup> of January to the 13<sup>th</sup> of February 2019.

### STATUTORY CONSIDERATIONS / EP&A ACT / EP&A REGULATION:

#### State Environmental Planning Policies:

##### State Environmental Planning Policy (Infrastructure) 2007

Part 3 Division 4 Clause 34 Development permitted with consent

- (1) Development for the purpose of electricity generating works may be carried out by any person with consent on the following land:
    - (a) in the case of electricity generating works comprising a building or place used for the purpose of making or generating electricity using waves, tides or aquatic thermal as the relevant fuel source—on any land,
    - (b) in any other case—any land in a prescribed rural, industrial or special use zone.
- Development for the purpose of electricity generating works may be carried out by any person with consent on any land in a prescribed rural or industrial zone (RU1 and IN1 inclusive).

#### Regional Environmental Planning Policies:

##### Riverina Murray Regional Plan 2036

The proposed development is considered consistent with Direction 11: Promote the diversification of energy supplies through renewable energy generation. Action 11.3 of the

# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



COOTAMUNDRA-  
GUNDAGAI REGIONAL COUNCIL

plan states "Promote appropriate smaller-scale renewable energy projects using bioenergy, solar, wind, small-scale hydro, geothermal or other innovative storage technologies".

## Cootamundra LEP 2013:

As per image below, the site is zoned both RU1 Primary Production and IN1 General Industrial and identified as groundwater vulnerable (not indicated on map).



## Gundagai LEP 2011:

N/A

## Cootamundra-Gundagai Draft LEP:

CLEP Amendment 7 – the proposed development will not be impacted by the Planning Proposal.

## NSW Government:

### NSW Renewable Energy Action Plan

The Renewable Energy Action Plan supports the national target of 20% renewable energy by 2020. The proposed development supports NSW in achieving that target.

## Department of Planning and Environment Guidelines:

### Draft Large Scale Solar Energy Guidelines 2017

The draft guidelines are applicable to State Significant Development and other large scale developments. The proposed development is not considered large scale or state significant however, aspects of the draft guidelines are relevant to this application.

While residential zones are not precluded from solar energy development they do indicate areas of constraint.



# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



Land use compatibility considerations should include the suitability of the site including existing uses, permissibility and approved uses of land within the vicinity.

The socio-economic considerations should consider both the positive and negative impacts of the development and potentially affected people and groups. Consideration should be given to the economic impact of the project including job opportunities and flow-on economic impacts.

## Council Policy Considerations:

CGRC Community Strategic Plan 2018-2028 The proposed development complies with Direction 3 Objective 3.1.

## Cootamundra DCP:

### Chapter 6 Environmental Management

To ensure that existing and potential energy generating facilities are protected but do not cause land use conflict with adjoining rural and residential activities.

The proposed development complies with Chapter 6 of the Cootamundra DCP.

## Traffic Generating Guidelines:

Council has no adopted traffic generating guidelines. However, upgrade works to the

Key Direction 3:				
Sustainable natural and built environments: we connect with the places and spaces around us				
Objective 3.1: The natural environment is valued and protected				
No.	Strategy	Responsibility	Key Partners	Outcomes
3.1a	Develop and implement land-use strategies and management practices which enhance and protect our natural environments and biodiversity.	Cootamundra-Gundagai Regional Council	Local organisations Community members	<ul style="list-style-type: none"> <li>Improved quality of our natural environments</li> <li>Reduction of water wastage</li> <li>Reduction of ecological footprint</li> <li>Community is aware of environmental issues and participates in protecting our natural spaces</li> <li>Increased use of alternative water and energy sources</li> <li>Improved water quality in our waterways</li> </ul>
3.1b	Investigate and implement renewable energy technologies to reduce our environmental footprint.	Cootamundra-Gundagai Regional Council	Federal and State government Local organisations Community members	
3.1c	Investigate and implement sustainable waste and water strategies.	Cootamundra-Gundagai Regional Council		
3.1d	Deliver, encourage and support a range of programs, activities and projects that promotes awareness encourages the active protection and sustainability of our natural environment.	REROC, Cootamundra-Gundagai Regional Council, Federal & State Governments	Local organisations Community members	
3.1e	Undertake active weeds and pest management practices.	Cootamundra-Gundagai Regional Council	Local Lands Services Local land owners	

# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



intersection of Gundagai Road, Turners Land and Cowcumbra Street have been undertaken in this area.

## Section 7.11 Contributions Policies:

N/A

## Section 7.12 Contributions Policies:

Under section 7.12 the applicable contributions are \$88,000. Payment will be required to be paid prior to the issue of a Construction Certificate. This shall be applied as a condition of consent.

## REFERRALS:

The development application was referred externally to RMS on the 14<sup>th</sup> January 2019. Response was received on the 7<sup>th</sup> February 2019 which stated no objections just conditions of consent to be considered. The application was also referred to CASA and Essential Energy for comment on the 4<sup>th</sup> February 2019. Response from CASA was received on the 8<sup>th</sup> February 2019 which a glare analysis was *recommended* to be conducted to measure any potential impact on aircrafts using Cootamundra airport. As of 18<sup>th</sup> February no response has been received from Essential Energy.

## SECTION 4.15 CONSIDERATIONS:

### Provisions of any Environmental Planning Instrument:

#### Cootamundra LEP 2013

Site is identified as RU1 Primary Production and IN1 General Industrial.

The objectives of the RU1 Primary Production zone are:

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To protect and conserve deposits of extractive materials and allow their extraction by limited development where appropriate.
- To protect and conserve native and other vegetation in order to preserve scenic amenity and to minimise land degradation.

The proposed development would support the objectives of the RU1 zone by maintaining the agricultural use of the site for grazing of stock which would support the industrial use of the land by maintaining undergrowth vegetation and ground level fuel. The site is a small lot on the outskirts of Cootamundra which is used primarily for grazing and is already considered a fragmented parcel of agricultural land.

The objectives of the IN1 zone are:

- To provide a wide range of industrial and warehouse land uses.

# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



- To encourage employment opportunities.
  - To minimise any adverse effect of industry on other land uses.
  - To support and protect industrial land for industrial uses.
- The proposal is considered consistent with the objectives of the IN1 General Industrial zone.

## Provision of any Draft Environmental Planning Instrument:

**CLEP Amendment 7** – the proposed development will not be impacted by nor impact the Planning Proposal.

## Development Control Plans:

The Cootamundra DCP 2013

## Chapter 6- Environmental Management

### 6.4 Buffers to Primary Industry and Infrastructure

Building envelopes for rural dwellings and tourist accommodation are to have a separation distance from infrastructure assets and renewable energy generating facilities that is determined on merit having regard to topography, climate factors, environmental features and the scale of operations.

The proposed development generally complies with Chapter 6 of the Cootamundra DCP.

## Matters Prescribed by Regulations:

N/A

## Likely Impact of Development:

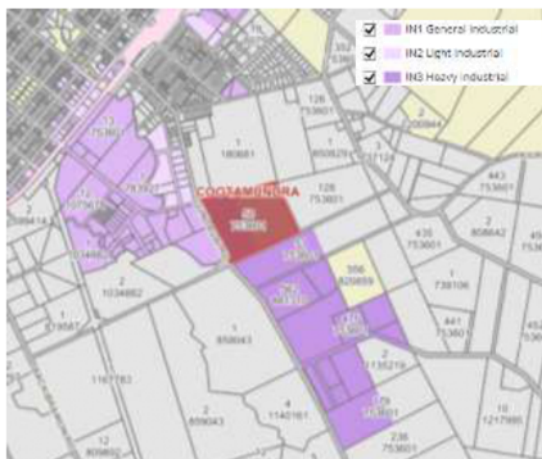
The proposed development is considered positive for Cootamundra. The development will generate significant electricity which will be transferred to the local energy grid (Essential Energy). The proposed development will generate enough electricity to power approximately 2,500 homes. By design the solar panels will be constructed to physically mitigate any potential impacts to neighbouring properties.

## Context and Setting:

The New South Wales State Government is committed to delivering sustainable and regulated use and access to diverse and reliable energy resources for the people of NSW as per the NSW Renewable Energy Action Plan.

The proposed development is to be located in an industrial area of Cootamundra as identified in the Cootamundra LEP 2013.

The site (red) is zoned IN1 and is located between IN1 General Industrial zoned land (light purple) and IN3 Heavy Industrial (dark purple). The proposed



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development is considered appropriate in the location as an industrial land use.

As the IN3 land along Gundagai Road is currently, for the most part, undeveloped the proposed development would help identify and clarify an industrial corridor as the entrance to Cootamundra.

### **Access, Transport and Traffic:**

The proposed development has access to the site from Gundagai Road. Potential impacts of access have been addressed by the applicant in providing a road degradation report of the existing access and road condition of Gundagai Road. Conditions of consent would also address access and transport requirements to ensure large-vehicle access for intended educational purposes is functional. It is anticipated that during construction vehicle movements per day would be 60-80, with semi-trailer deliveries every two-three days. Post construction vehicle movements are anticipated to be 10 or less movements a day. The development application was also referred to RMS for comment. Response from RMS included conditions of consent which have been added to Councils conditions of consent for the proposed development.

### **Public Domain:**

The submissions received by council during the public notification period highlight issues with visual impact and public domain and entrance to town.

At present the "entrance to Cootamundra" is defined by waste or resource management facilities including an effluent reuse pond, soil remediation works site, landfill site. Given the mixed industrial and rural zoned land currently transecting Gundagai Road there is no distinguishable "entrance" to Cootamundra.

The proposed development would be visually mitigated by trees and vegetation screen plantings and maintenance which would be applied as a condition of consent. While such vegetation is being established the proposed development would be visible from the roadside.

Given the state governments initiatives to support renewable energy development, to have a solar energy generating works at the 'entrance' to Cootamundra could be viewed as a statement of the towns support.

### **Utilities:**

The site is serviced by existing services including water and electricity. While a rising sewer main is located along the road reserve of Gundagai Road there is no close connection available to that main from the site. Therefore, a septic system will need to be installed on the site to accommodate waste generated from the training school, caretaker's cottage and other ancillary structures. Further consultation will be required with the Engineering Department of Council to discuss future potential to extend sewer connections along Gundagai Road.

### **Heritage:**

The site is not identified as being within the Heritage Conservation Area and there are no identified Schedule 5 items on the site.



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### Other Land Resources:

The site is identified as groundwater vulnerability within the Cootamundra LEP.

The proposed development is not likely to contaminate the groundwater given the nature of the development. The proposed development will have negligible impact on the groundwater extraction of potable water supply or stock water supply. The development will be designed and managed to avoid significant adverse environmental impact.

The proposed development will have negligible impact on groundwater vulnerability.

### Water:

The site is not identified as flood prone.

The site has access to water and would utilise this to operate the ancillary structures including the warehouse, training facility, stock management and for maintenance of the solar panels (cleaning when necessary). The existing dam would be utilised for stock watering and similar rural purposes. The proposed development will have negligible impact on water.

### Soil:

The proposed development will require some soil disturbance during the construction phase. However, any potential disturbances would be addressed in the construction certificate and subject to conditions of development consent.

### Air and Microclimate:

The proposed development will have negligible impact on air and microclimate.

### Flora and Fauna:

The site is currently used for agricultural grazing purposes. The site is predominately cleared of vegetation and any vegetation that may be proposed to be removed is considered to be of negligible impact.

### Waste:

The proposed development is anticipated to produce a significant amount of recyclable materials during and post construction. Conditions of consent will be applied to ensure resources are collected and recycled appropriately in accordance with council waste management policies. Direct contact with Elouera from the applicant will ensure the proposed development will not overwhelm the facility.

The proposed development will require a septic system to be installed to treat waste water. This will be added as a condition of consent.

### Energy:

The proposed development is anticipated to have a positive impact on energy. The energy anticipated to be generated by the proposed works once operating and be fed into the existing grid via a battery bank is 12Mw.

### Natural Hazards:

The site is not identified as bushfire or flood prone land.

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## Social Impact and Locality:

The proposed development will have negligible social impact once operating as screen planting will reduce visual impact of the development to neighbouring residential lots without compromising the operation of the development.

## Economic Impact and Locality:

The proposed development will have positive economic impact on locality. Energy generated and fed back into grid will potentially reduce energy cost to Cootamundra residents through local energy provider Essential Energy.

## Site Design and Internal Design:

The site is a 20ha lot zoned both RU1 and IN1. The site is currently used for grazing and primary production purposes. The site is considered appropriate for the proposed development given the objectives of each of the zones and the proximity of the site to the town and distance from neighbouring residential properties.

## Construction Matters:

Any potential construction matters will be addressed in construction certificate, inspections and conditions of consent.

## Submissions:

As of the 11/02/2019 9 submissions have been received by members of the community. Submission were all in objection of the development going ahead at the proposed location. The main comments were around the visual impacts of such a development and the location of the development in relation to Gundagai Road. Some submissions were not opposing the development in principle as there was support for renewable energy developments, the issue was the location of the development as an entrance to the town. Others opposed the development until community consultation had been undertaken.

The proponent requested that his contact information be passed on to the objectors directly so they may contact him to discuss their concerns.

It is the opinion of the assessing officer that the issues raised by the objectors can be easily mitigated with conditions of consent such as screen planting along the site boundaries.

## Public Interest:

The proposed development is considered to be in the interest of the public.

## FINANCIAL IMPACTS:

N/A

## POLICY IMPACTS:

N/A

## ORGANISATIONAL IMPACT:

N/A

## RISK MANAGEMENT IMPACTS:

N/A

## LEGAL ISSUES:

Refusal of the application could result in appeal.

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## CONCLUSION:

The proposed development is permissible with consent under the provisions of the State Environmental Planning Policy (Infrastructure) 2007, Cootamundra LEP 2013 and other relevant legislation and policies.

## RECOMMENDATION:

That DA2018/181 be approved subject to the following conditions.

### Determination and Conditions:

**Application Approved subject to the following conditions and reasons: -**

#### GENERAL CONDITIONS

##### (1) GEN Condition - Compliance Standards

Any building and associated works shall comply with the statutory requirements of the Environmental Planning & Assessment Act, Local Government Act, 1993 and the Building Code of Australia (BCA).

**Reason:** *The legal obligations of the Council to administer the New South Wales building and planning laws in order to provide satisfactory standards of living and development.*

##### (2) GEN Condition - Compliance with Council

The Development being completed in accordance with plans and specifications stamped by Council listed in the table below and the Statement of Environmental Effects, except where varied by conditions of this consent.

Document Reference	Description	Author	Date
-	Statement of Environmental Effects	CMS Surveyors	20/12/2018 (received)
Drawing No Coota-01	Site Plan	Torus Group Electrical Pty Ltd.	20/12/2018 (received)

**Reason:** *To confirm the details of the application as submitted by the applicant and as approved by Council.*

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### (3) GEN Condition - Compliance with Legislation

Regardless of consent the applicant is still responsible for adhering to the requirements of State Legislation including (but not limited to) the Protection of Environment Operations Act and Dangerous Goods (Road and Rail Transport) Act.

*Reason: This consent does not remove obligations imposed by State and Federal Legislation.*

### (4) GEN Condition - Utilities

Approval is given subject to the location of, protection of, and/or any necessary modifications to any existing public utilities situated within or adjacent to the subject property.

*Reason: To ensure that any public utilities are maintained and protected from damage.*

### (5) Gen Condition – Not certify compliance with BCA or NCC

The issue of this Development Consent does not certify compliance with the relevant provisions of the Building Code of Australia or National Construction Code Series.

*Reason: This consent does not certify compliance with the BCA or NCC.*

### (6) GEN Condition – Water Supply Rural Subdivision.

That a suitable water supply either from Goldenfields Water mains, a rain water tank with a minimum capacity of 60kl capacity or other permanent supply, such as a bore, be provided.

*Reason: Adequate potable water supply is maintained.*

## PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

### (1) PCC Condition - Structural Engineer's Slab/Footing Details Required.

The applicant shall submit to Council, prior to an inspection of any structural concrete work, plans of such work either certified by a practising Structural Engineer or in accordance with AS2870.

*Reason: Deemed performance standard.*



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**(2) PCC Condition - Further Details Required.**

The applicant shall submit to Council, in duplicate, information relating to the solar panels, warehouse and training school. No work relating to this detail shall be carried out until the information is supplied and approved by Council.

*Reason: To minimise further delays on the project.*

**(3) PCC Condition - Section 7.12 Contributions.**

At the time of submission of a Construction Certificate all owing monies as they relate to Section 7.12 contributions must be paid in full.

Section 7.12 contributions are calculated on the estimated cost of development as specified on the Development Application at time of lodgement and may be subject to change with the coming of a new financial year or revised estimated cost of development.

*Reason: So that the Section 7.12 Developer Contributions are paid in accordance with Council's Section 7.12 policy as adopted 2011.*

**(4) PCC Condition - Traffic Control Plan.**

The applicant shall provide to Council, for approval, a Traffic Control Plan for those areas which involve work in the vicinity of the intersection of Muttama Road to the Roads & Traffic Authority Guidelines.

*Reason: To ensure acceptable standards of safety for both vehicular and pedestrian traffic.*

**(5) PCC Condition – Car park Design.**

Detailed car parking plan outlining car spacing's, vehicle manoeuvring, exit/entrance points and location and provision for service delivery vehicles in accordance with Australian Standard 2890 and RMS minimum car parking requirements submitted for Council approval. Entry and exit points are to be clearly signposted.

*Reason: To ensure that adequate and practical off-street parking and access to the development has been provided.*

**(6) PCC Condition – New Connection: Plumbing and Drainage Works.**

An application shall be lodged and approved by Cootamundra Shire Council under Section 68 of the Local Government Act for any new water, sewerage or drainage connection prior to the issue of a Construction Certificate.

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All plumbing works must be undertaken by a licenced plumber or drainer. They must submit their Notice of Work (N.O.W) and pay for any associated inspections 48hrs before the first inspection. They also must submit a correct Sewer Service Diagram (S.S.D) for all works. The C.O.C and S.S.D. must be submitted before an Occupation Certificate can be released by the Principal Certifying Authority (P.C.A).

The proponent shall comply with all requirements tabled under any approval issued under section 68 of the *Local Government Act 1993*, NSW Fair Trading and The Plumbing Code of Australia.

**Reason:** *Statutory compliance.*

**(7) PCC Condition - Onsite Sewerage Management System.**

An application shall be lodged and approved by Cootamundra Shire Council under Section 68 of the Local Government Act for the installation of an onsite sewerage management system prior to the issue of a Construction Certificate. Details of the proposed system are to be included with the application detailing the tank capacity, type and location and size of effluent disposal area.

The proponent shall comply with all requirements tabled under any approval issued under section 68 of the Local Government Act.

**Reason:** *To comply with the requirements of Section 68 of the Local Government Act.*

**(8) PCC Non Standard Condition – Surrender previous development consent**

Development consent for the subdivision in relation to Lot 50 DP 753601 (DA2017/83) be surrendered.

**Reason:** *In accordance with Section 4.63 of the Environmental Planning and Assessment Act 1979.*

**(9) PCC Non Standard Condition – Tree Planting**

Landscaping shall take the form of medium (10-15m) trees or shrubs being planted along all boundaries of the property known as Lot 50 DP 753601.

Vegetation should take the form of species native to the Cootamundra area and should be quickly establishing. Screen planting should minimise potential visual impact of the development to the surrounding road corridor and residential areas but will not significantly impact the absorption capacity of the solar panels.

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Vegetation should be of a species and style as to create a visual barrier from the top of the plant to the ground.

Maintenance and replacement of deceased vegetation is the responsibility of the applicant and all associated costs shall be the responsibility of the applicant.

**Reason:** *to reduce the impact the proposed development may have on visual amenity of the neighbouring properties.*

### PRIOR TO COMMENCEMENT OF WORKS

#### (1) PCW Condition – Prior to Building Work Commencing.

The erection of a building in accordance with the development consent must not commence until:-

1. a construction Certificate for the building work has been issued by the consent authority, the council (if the council is not the consent authority) or an accredited certifier, and
2. the person having the benefit of the development consent has:
  - a. appointed a principal certifying authority for the building work, and
  - b. notified the principal certifying authority that the person will carry out the building work as an owner-builder, if that is the case, and
3. the principal certifying authority has, no later than 2 days before building works commences:
  - a. notified the consent authority and the council (if the council is not the consent authority) of his or her appointment, and
  - b. notified the person having the benefit of the development consent of any critical stage inspections and other inspections that are to be carried out in respect to the building work, and
4. the person having the benefit of the development consent, if not carrying out the work as an owner-builder, has,
  - a. appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential work is involved, and
  - b. notified the principal certifying authority of any such appointment, and
  - c. unless that person is the principal contractor, notified the principal contractor of any critical stage inspection or other inspections that are to be carried out in respect of the building work .

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**Reason:** *To ensure compliance with the requirements of the Environmental Planning and Assessment Regulations.*

### (2) PCW Condition – Signage.

Site signage shall apply and must be erected on the site in a prominent, visible position for the duration of the construction. The signage must include: -

1. Statement that unauthorised entry to the site is not permitted
2. Show the name of the builder or another person responsible for the site and a telephone number at which the builder or other person can be contacted outside working hours
3. The name, address and telephone contact of the Principal Certifying Authority for the work

Any structures erected to meet the requirements of this condition must be removed when it is no longer required for the purpose for which it was erected.

**Reason:** *To meet the minimum requirements of the Environmental Planning & Assessment Regulation.*

### (3) PCW Condition – Notice of Commencement.

Prior to work commencing a 'Notice of Commencement of Building Work and Appointment of Principal Certifying Authority' shall be submitted to Council at least 2 days prior to work commencing.

**Reason:** *To meet the minimum requirements of the Environmental Planning & Assessment Regulation.*

### (4) PCW Condition – Builders Toilets.

Provision being made for temporary WC accommodation on site prior to the commencement of excavation or other associated building works.

**Reason:** *To ensure minimum standards of hygiene for onsite workers.*

### (5) PCW Condition – Public Safety – Hoardings.

A hoarding or fence must be erected between the building or site of the proposed building and the public place (street frontage). If necessary, an awning sufficient to prevent any substance from, or in connection with, the work, falling onto a public

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place is also to be erected. Such hoardings require separate approval by Council and must comply with the requirements of the WorkCover Authority.

The hoarding or fence is to be kept lit during the time between sunset and sunrise if the work may be a source of danger to persons using the public place.

The hoarding, fence or awning is to be removed when it is no longer required for the purposes for which it was provided. Restriction of public access to the building site shall restrict entry by members or equipment on the site when building work is in progress or the site is otherwise unoccupied.

*Reason: To protect the general public.*

**(6) PCW Condition – Waste Storage During Construction.**

Provision shall be made on site for the proper storage and disposal of waste such that no builders' waste shall be left in the open. Specific attention should be given to items which are subject to relocation by the action of wind, e.g. Paper, sheets of iron, ridge capping, cement and lime bags and the like.

*Reason: To ensure that the site is not a source of wind-blown litter.*

**(7) PCW Condition – Soil Erosion Control.**

Site erosion control measures shall be incorporated into site management during construction. Seepage and surface water shall be collected and diverted clear of the building site by a drainage system. Care shall be taken to ensure that no nuisance is created to adjoining properties or public space by way of sediment run off.

*Reason: To ensure that adequate measures are in place so that damage from sediment run off to adjoining sites and waterways is minimised.*

**(8) PCW Condition – Second Hand Materials.**

No second hand materials are to be used on any external surface of the building unless made available for inspection and separately approved by Council prior to erection.

*Reason: To ensure the external appearance of the building is maintained to an acceptable standard.*

**(9) PCW Condition – Underground Services.**



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The applicant shall locate and identify all existing underground services prior to commencement of works and ensure there shall be no conflict between the proposed development and existing infrastructure including areas external to the development site where works are proposed.

**Reason:** To ensure the utility services are protected and satisfactory for the proposed development.

### DURING CONSTRUCTION

**(1) DUR Condition – Works to be undertaken in Accordance with the Approval.**

All proposed works to be undertaken are to be carried out in accordance with the conditions of development consent, approved construction certificate drawings and specifications.

**Reason:** ensure all works are carried out in accordance with the development consent.

**(2) DUR Condition – Hours of Construction Site Works.**

Construction site works including the entering and leaving of vehicles is limited to the following hours, unless otherwise permitted by Council:-

Monday to Saturday from 7.00am to 7.00pm  
Sundays and public holidays from 9.00am to 12.00pm

The applicant is responsible to instruct and control subcontractors regarding hours of work.

**Reason:** So that the development does not reduce the amenity of the area.

**(3) DUR Condition – Footpath Storage.**

Building materials not to be stored on Council footway or nature strip at any time.

**Reason:** To ensure an adequate level of public safety is maintained.

**(4) DUR Condition – Waste Removal.**

All recyclable items generated during the construction will be returned to the supplier where appropriate or alternately passed on to local recycling organisations such as Elouera Recycling centres.

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Waste disposal (skip) bins will be stored on site for both recyclable and non-recyclable materials. Once filled the bins will be disposed of at Cootamundra Garbage Depot or an appropriate Recycling Centre.

All non-recyclable debris and any waste fill are to be removed from the site and disposed of at Cootamundra Garbage Depot, in the building refuse section of the garbage depot. Please note that a separate fee applies for disposal of waste at Council's waste depot. You should contact Council's Works Operations Manager for an estimate of costs in this regard.

Direct contact with the relevant waste and recycle centres will be encouraged to ensure that bulk loads of materials can be processed in a timely manner as to not cause nuisance to the facilities and operating staff.

**Reason:** To ensure that the amenity and unsightly condition is minimised.

**(5) DUR Condition - Pipe Replacement.**

Should the proposed building be located over existing vitrified clay sewer pipes then such pipes shall be reinstated in PVC material in the area under the proposed building.

**Reason:** To minimise the opportunity for damage to the building as a result of leaking sewage.

**(6) DUR Condition - BCA Compliance.**

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate was made).

**Reason:** To ensure the building complies with the BCA.

**(7) DUR Condition – Inspections.**

The Principal Certifying Authority is to be given a minimum of 48 hours' notice prior to any critical stage inspection or any other inspection nominated by the Principal Certifying Authority via the notice issued under Section 91A of the Environmental Planning and Assessment Act 1979.

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of

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Australia (as in force on the date the application for the relevant construction certificate was made).

**Reason:** *To ensure that adequate time is given of required inspections.*

**(8) DUR Condition – Restricted Public Access.**

It is the responsibility of the applicant to restrict public access to the building site, building works or materials or equipment on the site when building work is not in progress or the site is otherwise unoccupied in accordance with WorkCover Regulations.

**Reason:** *To ensure public safety is maintained.*

**(9) DUR Condition – Roof & Wall Reflectivity.**

The wall and roof cladding is to have low reflectivity where they would otherwise cause nuisance to the occupants of the buildings with direct line of sight to the proposed building.

**Reason:** *So that the development does not reduce the amenity of the area.*

**(10) DUR Condition – Light and Ventilation.**

Light and ventilation to new habitable rooms shall be provided in accordance with Part 3.8 of the Building Code of Australia and generally light requirements shall be a minimum of 10% of floor area of room served. Ventilation shall be a minimum of 5% of floor area.

**Reason:** *To provide adequate health and amenity.*

**(11) DUR Condition – Storm Water / Ground Water Diversion.**

Run-off and ground water seepage shall be diverted around the building to the storm water system via a suitable ag drain or dish drain.

**Reason:** *To minimise the opportunity for ponding and flooding.*

**(12) DUR Condition – Provide Suitable Access.**

Access is to be constructed to Council specification and location. The access to be constructed and maintained at the owners cost such no soil erosion is caused.



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**Reason:** To ensure that traffic movement generated by the development does not adversely affect the road system of the locality and that siltation of waterways is minimised.

### (13) DUR Condition – New connection: Plumbing and Drainage Works.

All plumbing works must be undertaken by a licenced Plumber or Drainer. They must submit their Notice of Work (N.O.W.) and pay for associated inspections 48hrs before the first inspection. They also must submit a Certificate of Compliance (C.O.C) after the work has been completed and also submit a correct Sewer Service Diagram (S.S.D.) for all works. The C.O.C and S.S.D must be submitted before an Occupation Certificate can be released by the Principal Certifying Authority (P.C.A.)

The proponent shall comply with all requirements tabled under any approval issued under Section 68 of *The Local Government Act 1993*, NSW Fair Trading and The Plumbing Code of Australia.

**Reason:** Statutory compliance.

### POST CONSTRUCTION

#### (1) POC Condition – Occupation of Building.

A person must not commence occupation or use of the whole or any part of the buildings unless an occupation certificate has been issued by the appointed Principal Certifying Authority.

**Reason:** So that the development is substantially completed to a safe standard to allow use or occupation of said building.

#### (2) POC Condition – Compliance Certificates.

Prior to occupation of the building an Occupation Certificate is to be obtained. If Council is requested to issue the Occupation Certificate, all relevant compliance certificates must be submitted.

**Reason:** So that the development is substantially completed to a safe standard to allow use or occupation of said building.

#### (3) POC Condition – Property Identification.

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Street numbers of a size and type satisfactory to Council being affixed to the building or fence. Such numbers to be clearly visible from the street.

In rural areas, the number should be affixed near your property entrance at the fence line. The property is 104 Muttama Road.

**Reason:** *To ensure that the development is clearly identifiable and easily found by emergency, trade and other services.*

### ONGOING USE

#### (1) USE Condition – Annual Certificate.

The owner of the building shall submit to Council an 'Annual Fire Safety Statement' (Form 1) by 1 July, each subsequent year after obtaining a 'Fire Safety Certificate' for the building from Council.

The 'Annual Fire Safety Statement' shall comply with the provisions set out in the Environmental Planning & Assessment Regulation 2000. Forms for this purpose can be collected from Council's offices.

**Reason:** *To ensure that fire and other safety measures are maintained in a proper working condition.*

#### (2) USE Condition – Discrimination Laws.

The applicant's attention is drawn to legislation regarding responsibility to provide an improved environment for disabled persons.

The *Disability Discrimination Act* (DDA) is commonwealth legislation that aims to increase the economic and social independence of people with a disability.

The DDA applies to discrimination against any person on the grounds of disability in the areas of: accommodation; education; access to premises; provision of goods; services and facilities; the activities of clubs or sports; and the request for information.

It should be noted that by the issuing of this consent the Council does not guarantee that all legislative requirements of the DDA or subsequent premises standards have been satisfied and that the owners/operators may still be subject to complaints being made under the DDA. It is advisable that the applicant should satisfy themselves with the requirements of the DDA and seek further professional advice if deemed necessary.

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**Reason:** To clarify that the issuing of this development consent does not certify that the establishment or operation of the development satisfies all requirements of the Disability Discrimination Act.

**(3) USE Condition – Hours of Operation.**

Operation of the energy generating works will be conducted between the hours of sunrise and sunset.

Operation of the training facility shall only be conducted between the hours of:-  
Monday to Friday from 9am to 5pm

Further hours of operation may be subject to council approval at a later date

**Reason:** So that the development does not reduce the amenity of the area.

**(4) USE Condition – Clean and Tidy.**

The premises are to be maintained in a clean and tidy condition at all times.

**Reason:** So that the development does not reduce the amenity of the area.

**(5) USE Condition –Amenity General.**

The development is to be conducted in a manner that will not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil, by causing interference to television or radio reception or otherwise.

**Reason:** So that the development does not reduce the amenity of the area.

**(6) USE Condition – Non Habitable Use.**

The warehouse and training school are not to be used for residential occupation without prior consent of Council.

**Reason:** Health and safety prohibition.

**DEVELOPMENT ASSESSMENT SIGNING OFFICER:**

# DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
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Brandie Strickland  
Graduate Town Planner

\_\_\_\_\_  
Date

Attention General Manager.

Cootamundra Shire  
Regional Council  
Document Received

- 4 FEB 2019

Hi, My name is [REDACTED], and I live at [REDACTED]

I am writing in regards to the development Application of a Solar Farm

Ref No: DA 2018/181 on lot 50 Cundagai Road.

I strongly object to the Solar Farm Application.

I feel it would greatly impact the land value of my home.

My house is directly above the Solar Farm paddock, my kitchen, Varrandera and back yard would be looking directly down onto the solar panels as we are slightly elevated. This will be an eyesore! I feel it would be much better suited to Cootamundra's Industrial area.

I am not opposed to solar power and think that it is great for the Environment, but a Solar Farm on this Scale Should Not be Situated on the Cundagai Main road into Coota, Cootamundra is known for being a beautiful and Clean/Tidy town, it encourages people to enjoy the Country Surrounds and beautiful Scenery.

This Eyesore would be one of the first things you would see, when coming into Coota from Cootac/Muttama way. Not a great first impression at all.

Exactly what an industrial area is designed to accomodate these type of businesses and unsightly buildings and yards.

PTO.

Secondly, I am also concerned that the glare caused by the reflection off the solar panels, has been grossly underestimated,

once again my house windows would be subject to glare and reflection all day.

I do not want to be looking at this, everytime I wish to enjoy my backyard or kitchen view, one of the reasons I bought my house was because of its lovely views of the paddocks and hills from my back door.

Thankyou for your time and look forward to your feedback/reply.

Regards.



12 February 2019

Cootamundra-Gundagai Regional Council  
Document Received

13 FEB 2019

File No. ....

Initials .....

The General Manager  
Cootamundra-Gundagai Regional Council  
81 Wallendoon Street  
COOTAMUNDRA NSW 2590

Dear Sir

**Planning Application DA2018/181 – Electricity Generating Works**

I refer to the Notice of Development Application on the property known as Lot 50 DP 753601, Gundagai Road Cootamundra currently on exhibition until 13 February, 2019.

I wish to make you aware of a number of objections that I have with regard to the proposed development and as a neighbour situated one block across from the proposed development it will have a serious impact on myself and surrounding neighbours.

1. *Detrimental impact upon rural and residential amenities*  
I have to ask the question: Will the proposed development fit in with the neighbourhood or have an unacceptable effect on the existing rural landscape or result in an unacceptable impact on agricultural production in the area?

Locating the development within the RU1 Zone undermines the intended objectives to:

- Encourage sustainable primary industry production by maintaining and enhancing the natural resource base;
- To protect and conserve native and other vegetation in order to preserve scenic amenity and to minimise land degradation.

2. *Non-compliance with Cootamundra Shire Council's DCP 2013 Item 6.4 Buffers to Primary Industry and Infrastructure objective states:*  
To ensure that existing and potential quarrying, extractive industries, energy generating facilities and public infrastructure are protected but do not cause land use conflict with adjoining rural and residential activities.  
*"Infrastructure assets, including renewable energy generating facilities such as wind farms, solar farms, sewerage treatment plants and waste management facilities, do not impact adversely on the amenity of dwellings due to noise, odour and appearance."*

I feel that the proposal result in unacceptable noise, generate unacceptable glare and glint on neighbouring land and will there be other potential amenity impacts.

The Electricity Generating Works will damage the character and appeal on one of the major entrances to Cootamundra, will affect the rural feel and the number of solar panels will have an impact on the outlook of neighbours, dominating private open space areas.

I am not against the Electricity Generating Works and the general principle of renewable energy as it has a critical part to play in providing energy to communities. The serious concern with this application is that the proposed site is not suitable for this facility.

Yours sincerely

February 4 2019

General Manager

Cootamundra - Gundagai Regional Council

81 Wallendoon Street

Cootamundra NSW 2590

Cootamundra Gundagai  
Regional Council  
Document Received

~ 5 FEB 2019

File No. ....

Initials .....

Development Reference DA2018/181

We would like to have our objection recorded in regards to the solar panel farm that is being proposed for Lot 50 DP 753601 Gundagai Road Cootamundra.

We would like it noted that we did not receive any notification from Cootamundra-Gundagai Regional Council in regards to this proposal.

My husband and I own a property that will be directly affected by this solar farm installation and the use of these solar panels. We were informed of this proposed development by our concerned neighbours.

We submit this letter not only on behalf of ourselves, but also our neighbours that will be we affected as well.

We have lived in our home for over 19 years. The back of our home, our entertainment decking area where we spend most afternoons/evenings and our back yard directly face the proposed site of this abundance of solar panels. During daylight savings the glare off that amount of solar panels is going to be blinding towards our home for many hours every day. It will affect the way we go about our daily lives in our own home in a negative way. We also have large glass doors into our kitchen that are already affected by the natural glare of the afternoon sun, imagine what our rooms will be like when that glare is magnified by 36502 solar panels facing our home.

Your letter states that between the hours of 9 and 4 the glare will be directed to the sky. What guarantees and proof can you supply us that this is correct? Also, what about outside these hours, especially daylight savings, how will we be affected then?

Our home has beautiful paddock and hillside views that are always commented on by visitors. By filling the bottom paddocks with a solar farm our view will be completely interrupted and will be a major selling obstacle if we ever decide to place our home on the market. I have spoken to a local real estate agent and they informed me that the impact of this solar farm on our resale value would be approximately \$20,000 to \$40,000.

Have you considered the aesthetic impact this solar farm will have on our town as visitors drive in to Cootamundra? We have such a beautiful town, imagine being a visitor and staring



at paddocks of solar panels as you first drive into Cootamundra. It will downgrade the look of our countryside and will commercialise the look of Cootamundra straight away.

There was also no mention in the proposal letter in regards to noise levels. On researching solar farms it has been stated that they do give off a level of noise. What research have you done on the noise level of this many solar panels in one area at once?

Again, we would like it noted that we are against the installation of a solar farm in Gundagai Road Cootamundra.

We can be contacted on the below telephone numbers.

Regards





5 February 2019

Cootamundra-Gundagai  
Regional Council  
Document Received

- 6 FEB 2019

File No. ....

Initials .....

The General Manager  
Cootamundra-Gundagai Regional Council  
81 Wallendoon Street  
COOTAMUNDRA NSW 2590

Dear Sir

**Objection to DA 2018/181**

I refer to your letter of 15 January 2019 from Brandie Strickland in relation to the Development Application for approval for a New Solar Farm on the property known as Lot 50 DP 753601, Gundagai Road Cootamundra.

I wish to submit my objection to the proposal on the following grounds:

- The proposal is contrary to the Land Use Table in Cootamundra LEP 2013
- Land use compatibility is not consistent
- There are visual amenity impacts of the project and landscape quality will be affected
- The proposal is inappropriate for the area
- The proposal will affect the character of the rural setting
- There will be potential construction related impacts (ie noise and traffic)
- There will be noise impacts from ongoing operations
- It will devalue properties in the area

In summary I believe that the New Solar Farm project does not promote the unique rural character of the region.

Yours sincerely



Cootamundra Gundagai  
Regional Council  
Document Received

- 6 FEB 2019

File No. ....

Initials .....

5 February 2019

The General Manager  
Cootamundra-Gundagai Regional Council  
81 Wallendoon Street  
COOTAMUNDRA NSW 2590

Dear Sir

**Objection to DA 2018/181**

I refer to your letter of 15 January 2019 from Brandie Strickland in relation to the Development Application for approval for a New Solar Farm on the property known as Lot 50 DP 753601, Gundagai Road Cootamundra.

I wish to submit my objection to the proposal on the following grounds:

- Cootamundra will lose its small town elegant appearance on one of its main approaches to Cootamundra
- Giving way to prime agricultural land, being part of the Muttama valley
- The proposal will detrimentally affect my property value
- The appearance of the solar farm will have a detrimental appearance looking south from my property

I do feel that this would be a great proposal for the town/shire if was not located on a main entrance to the town of Cootamundra and situated on non-rural land.

Yours sincerely

Cootamundra Gundagai  
Regional Council  
Document Received

- 4 FEB 2019

File No. ....

Initials .....



The General Manager  
Cootamundra-Gundagai Regional Council  
81 Wallendoon Street  
Cootamundra NSW 2590

Dear Sir:

DA 2018/181-Proposed Solar Farm Development at 104 Gundagai Road Cootamundra NSW 2590

We are writing in response to Council's letter dated 15/1/2019.

Whilst we have no issues with solar farms we do strongly object to the proposed development on this particular site.

Gundagai Road is one of the main access roads to Cootamundra and the development on this site will be an eyesore for the town. It should be located on land not visible to local residents or visitors to the town.

Our property currently has wonderful 180 degree views over Gundagai Road largely unhindered by commercial developments. If the proposal proceeds that view will disappear forever.

Also it is likely the market value of our property will be reduced. Who would wish to buy a property with views over a solar farm with 36,502 solar panels?

We strongly urge Council to reject the proposed development on this particular site.

Please let us have your response in due course.

Sincerely,





Cootamundra Gundagai  
Regional Council  
Document Received

30 JAN 2019

File No. ....

Initials .....

General Manager  
Cootamundra-Gundagai Regional Council  
81 Wallendoon Street  
Cootamundra NSW 2590

29/01/2019

For the attention of the General Manager.

Dear Sir,

CA2018/181

Proposed development Solar Farm with ancillary works. Lot 50 DP 753601  
104 Gundagai Road Cootamundra NSW 2590.

We write in connection with the above development application. We have examined the plans and know the site well. We wish to object strongly to the development of this Solar Farm in this location.

These 36,502 panels would be detrimental to us and our property for a number of reasons.

Firstly, Cootamundra is a beautiful well presented town and we take immense pride in it. To put these hideous panels in for our travellers/visitors to see as they drive into and out of the town is simply wrong and ugly.


Secondly, there is no guarantee our property wouldn't encounter glare from these panels, this would affect our property immensely, plus, it is definitely not aesthetically pleasing.

Which brings us to our third point....if we were to sell our property, it is of our opinion, it could reduce the price significantly because these panels would have an impact on the landscape, which would affect the view.

Finally, at the end of the day we want to sit and relax on our deck and thank God for our beautiful surroundings, **NOT** to look at these dreadful panels!!

Please keep us informed.

Yours sincerely,



29 January 2019

Cootamundra Gundagai  
Regional Council  
Document Received  
29 JAN 2019

To

File No.....  
Initials.....

General Manager.

The Planning Department

Cootamundra – Gundagai Regional Council

81 Wallendoon Street

Cootamundra NSW 2590

Re: DA 2018/181

Dear Sir/Ms,

I have recently received a notice from Council regarding the proposed development 2018/181.

Firstly I am not opposing this development but would like my concerns addressed.

1. As this is adjoining my property on which I have livestock and cropping and wish to continue without restriction.
2. Bio Security on my property.
3. Are there any plans for further development for this site in the future?
4. A major point is the effect on my future property values, what would this be in a dollar value? Bearing in mind the lack of suitable land for building in the Cootamundra area.
5. The height of the viewing platform and privacy concerns.eg direction of view from platform.
6. Training rooms, are they for the sole purpose of solar & electrical or for general purpose open to any body, the frequency and participation numbers?
7. Will there be internal security fencing?
8. Will there be an open public meeting to hear others concerns?

Could you please reply in writing to these questions and concerns?

If I have to have this development next to me I would like it to be with good will.

Yours Sincerely





Cootamundra-Gundagai Regional Council  
Document Received

18 JAN 2019

File No. ....

Initials .....

General Manager,

Cootamundra-Gundagai Regional Council

81 Wallendoon St.,

Cootamundra.2590.

Dear Sir/Madam

**Re: Development Reference: DA 2018/181.**

With reference to your letter dated 15.1.19.

We are **strongly objecting** to the proposal until a public meeting is held to inform the community of the pros and cons of living next door to such a development.

Yours faithfully,





## 8.2.6 DEVELOPMENT APPLICATION 2010/048 PROPOSED SIX (6) LOT SUBDIVISION, OLD HUME HIGHWAY, TUMBLONG

DOCUMENT NUMBER	297966
REPORTING OFFICER	Grace Foulds, Acting Manager Development, Building and Compliance
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>3. Sustainable natural and built environments: we connect with the places and spaces around us</b> 2.2 Strategic land-use planning is co-ordinated and needs-based
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	Approval would be contrary to State legislation and Council policy.
POLICY IMPLICATIONS	Approval may set a precedence
ATTACHMENTS	1. Section 4.15 Report <a href="#">↓</a>

### RECOMMENDATION

1. DA2010/048 be refused consent.
2. The applicant be invited to submit a planning proposal to rezone the subject site.

### Introduction

Gundagai Shire Council received an application on 16 August 2010, which has been modified to propose the subdivision of lot 22 DP 1098374, lot 8 DP 260149 and lot 270 DP 757213 into six lots, one of which is in two parts.

### Discussion

DA2010/048 was originally submitted to Gundagai Shire Council on 16 August 2010. Assessment of the application was ongoing until 7 February 2012, at which time the applicant requested that the application be placed “on hold.” The application remained undetermined until August 2016 and could reasonably have been considered as “deemed refused.”

In August 2016 the applicant returned to Council and requested that the council complete their assessment or they would pursue action through the Land and Environment Court as the application had been “deemed refused.”

It could be argued that the applicant’s assessment of the matter was in fact the correct legal interpretation and that the application had been “deemed refused” once 40 days had elapsed from 7 February 2012. Nevertheless, the application was once again assessed and a report was presented to Cootamundra-Gundagai Council on 30 January 2018 for determination. The recommendation of the assessing officer was:

“That DA048/2010 for Nine (9) Lot Rural Torren Title Subdivision be REFUSED Consent.”

Council did not endorse this recommendation, instead they resolved:

“Consideration of DA048/2010 be deferred to the Ordinary Council Meeting to be held in February, 2018 to provide the opportunity for applicant to address Council.”

No presentation was made to the February 2018 Ordinary Council Meeting, however, the applicant did meet/correspond with Council a number of times throughout 2018 and the applicant was amended to become a six (6) lot Torrens title subdivision.

Assessment of the modified application being a six (6) lot Torrens Title subdivision has been undertaken (see attached 4.15 Report), with the assessing officer recommending refusal due to inconsistencies between the Gundagai LEP 1997, Gundagai Shire Council Subdivision Policy 2006 and the then Draft Gundagai LEP 2010.

# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



## DATE OF REPORT COMMENCEMENT:

18 February 2019

## COUNCIL OFFICER COMPLETING DEVELOPMENT ASSESSMENT:

Grace Foulds

## DEVELOPMENT REFERENCE:

DA 2010/1048

## DEVELOPMENT ADDRESS:

Adelong Creek Road TUMBLONG

## DEVELOPMENT LOT / SEC / PLAN:

Lot: 270 DP: 757213

## OWNER(S):

Nigel Cunningham Lotz

## APPLICANT:

Lotz Consulting Group Pty Ttd

## APPLICANT ADDRESS:

PO Box 146  
GUNDAGAI NSW 2722

## PROPOSAL:

Subdivision of lot 22 DP 1098374, lot 8 DP 260149 and lot 270 DP 757213 into six lots, one of which is in two parts. The proposed lots are sized as follows:

Proposed lot 93 – 8.86 ha

Proposed lot 94 – 8.26 ha

Proposed lot 95 – 9.00 ha

Proposed lot 96 – 7.97 ha

Proposed lot 97 – 37.41 ha

Proposed part lot 98 – 0.0405

Proposed part lot 98 – 0.1925



## ZONING (LEP):

Gundagai LEP 1997 – N/A

Gundagai LEP 2010 (DRAFT) - RU1 – Primary Production

## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



### OTHER SPECIAL ZONING IMPACTS:

- 5.11 Bush fire hazard reduction
- 6.1 Biodiversity protection
- 6.2 Land protection
- 6.3 Water protection

### BACKGROUND:

Subdivision of lot 22 DP 1098374, lot 8 DP 260149 and lot 270 DP 757213 into six lots, one of which is in two parts. The proposed lots are sized as follows:

Proposed lot 93 – 8.86 ha

Proposed lot 94 – 8.26 ha

Proposed lot 95 – 9.00 ha

Proposed lot 96 – 7.97 ha

Proposed lot 97 – 37.41 ha

Proposed part lot 98 – 0.0405

Proposed part lot 98 – 0.1925

All existing allotments currently have legal access via unformed road reserves which connect to either Old Hume Highway or Adelong Creek Road. As a part of the subdivision the applicant intends to a new road connecting with Old Hume Highway. Proposed lots 93 and 94 will have direct access to this road, with the remaining lots (except proposed lot 97) to have access via a carriageway (see Plan).

Only four of the proposed six lots are to have a building envelope, with proposed lot 97 to be created for agricultural purposes and proposed lot 98, in two parts, to accommodate an existing highway advertising billboard and communication tower. The communication tower would not have required consent from Council when erected, however the highway advertising billboard would have required approval in accordance with SEPP No 64 – Advertising and Signage.

DA2010/048 was originally submitted to Gundagai Shire Council on 16 August 2010.

Assessment of the application was ongoing until 7 February 2012, at which time the applicant requested that the application be placed "on hold." The application remained undetermined until August 2016 and could reasonably have been considered as "deemed refused."

In August 2016 the applicant returned to Council and requested that the council complete their assessment or they would pursue action through the Land and Environment

Court as the application had been "deemed refused."

It could be argued that the applicant's assessment of the matter was in fact the correct legal interpretation and that the application had been "deemed refused" once 40 days had



## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



elapsed from 7 February 2012. Nevertheless, the application was once again assessed and a report was presented to Cootamundra-Gundagai Council on 30 January 2018 for determination. The recommendation of the assessing officer was:

**"That DA048/2010 for Nine (9) Lot Rural Torren Title Subdivision be REFUSED Consent."**

Council did not endorse this recommendation, instead they resolved:

**"Consideration of DA048/2010 be deferred to the Ordinary Council Meeting to be held in February, 2018 to provide the opportunity for applicant to address Council."**

No presentation was made to the February 2018 Ordinary Council Meeting, however, the applicant did meet/correspond with Council a number of times throughout 2018 and the applicant was amended to become a six (6) lot Torrens title subdivision.

### PREVIOUS DEVELOPMENT PROPOSALS AND DECISIONS:

Vacant rural land of approximately 70.769 ha over three existing allotments. These allotments currently form part of a larger rural holding of 18 allotments totalling 402 ha.

Lot 22 DP 1098374 currently has a communication tower which would not have required consent from Council when erected, however the highway advertising billboard would have required approval in accordance with SEPP No 64 – Advertising and Signage. Council records indicate that this billboard was never approved by Council.

It should be noted that the submitted Statement of Environmental Effects makes mention of precedence. Of the eight subdivisions provided for consideration, seven are two lot subdivisions. The only multi lot subdivision is DA006/2010 which an 11 lot subdivision approved 14 April 2010. This subdivision was submitted and approved before the Draft LEP was exhibited and was considered in the Draft LEP and subsequently zoned as RU4 – Primary Production Small Lots.

Council is in a similar situation at the moment and it would be possible for the applicant to make a submission to the Rural Lands Strategy and Draft CGRC LEP for consideration of their site being a rural living area.

### INTEGRATED / DESIGNATED / ADVERTISED / NEIGHBOUR NOTIFICATION / CROWN DEVELOPMENTS:

Prior to the January 2018 Ordinary Council Meeting the application had been advertised twice, with a number of submissions received. The application had also been referred to the NSW Rural Fire Service and comments were provided. The application was internally referred to engineer.

As the application has been substantially amended, the application was re-referred to RFS, RMS, LLS and GWCC. Responses are discussed later in this report.

Neighbourhood notification was conducted once more to allow for comment on the amendment to the original application. Responses are discussed later in the report.

# DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



## STATUTORY CONSIDERATIONS / EP&A ACT / EP&A REGULATION:

### State Environmental Planning Policies:

#### SEPP (Rural Lands) 2008 – historical version 10 May 2008 – 21 February 2014

As the application was submitted to Council under the previous Gundagai LEP 1997. Which did not identify the subject site as being a specific zone as per the SEPP, the consent authority must take into consideration the following key points if it is to use the principles and matters of consideration outlined in Part 3 of the SEPP in determining the application. The two points to consider are:

1. Part 1 Clause 3 "Definitions" subclause 3:

Upon review of the existing site and surrounding land uses council considers the site to be within the RU1 Primary Production equivalent zone and that the principles and matters of consideration outlined in Part 3 should apply to this application. This is further supported by the fact that the Gundagai LEP 2011 had been exhibited as Draft in June and July of 2010. This was before the subject application was submitted to council. In the Draft LEP the subject site had been identified as RU1 Primary Production with a minimum lot size of 40 ha. In accordance with EPA Act 1979 Part 4, Division 4.3, Section 4.15 Council must consider the Draft LEP in assessment.

2. Clause 5 "relationship with other environmental planning instruments":

As the Gundagai LEP 1997 did not contain any zones, there's is an inconsistency between the LEP and the SEPP. In accordance with Part 1 Clause 5, the SEPP takes precedence.

Conclusion:

The site is cleared grazing land with some vegetation and undulating terrain. Existing uses of the surrounding properties range from large holdings of 200 to 400 ha and some smaller lots which were historically the Tumblong Rural Community (see CGRC Villages Strategy 2018).

The fragmentation of rural land has been a historically acceptable practice in many rural shires including Gundagai Shire. Issues around water security, weeds and fragmentation of primary production land lead to the introduction of more stringent zoning and minimum lots sizes. The SEPP is an instrument which polices and generally provides weight to the intentions of rural land zonings in LEPs. The proposed development is in conflict with the principles of the SEPP and has significant potential of exacerbating conflicts with adjoining agricultural land.

# DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



## Regional Environmental Planning Policies:

### Riverina- Murray Regional Plan

The regional plan commenced in 2017, after the initial lodgement of the application, however with substantial amendment made to the plan analysis of the regional plan is warranted.

The proposed development is directly in conflict with the regional plan, in particular:

Direction 1: Protect the region's diverse and productive agricultural land; and

Direction 27: Manage rural residential development.

Both direction seek to maximise the agricultural output of land and minimise historical fragmentation. Direction 27 speaks directly to this proposal. The action 27.2 lists goals for new rural residential areas:

- in close proximity to existing urban settlements to maximise the efficient use of existing infrastructure and services, including roads, water, sewerage and waste services and social and community infrastructure;
- to avoid or minimise the potential for land use conflicts with productive, zoned agricultural land and natural resources; and
- to avoid areas of high environmental, cultural and heritage significance, important agricultural land or areas affected by natural hazards

This development does not make any assessment against the regional plan, however officer assessment would consider that the proposal is not consistent with the regional plan.

### Cootamundra LEP 2013:

N/A

### Gundagai LEP 1997:

The Gundagai LEP 1997 does not have any subdivision controls, however such a development requires consent. The Gundagai LEP 1997 aims to:

- a) to encourage the proper management, development and conservation of natural and man made resources, and
- b) to ensure that development that has the potential to have a significant adverse impact on the environment requires proper assessment, and
- c) to require development consent for any development other than extensive agriculture or home occupations.

As the proposed subdivision would result in the fragmentation of rural land it is argued that the development does not satisfy the aims of this plan.



# DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



## Gundagai Draft LEP 2010:

The Draft LEP 2010 was exhibited in June and July of 2010 and identifies the subject site as RU1 – Primary Production Zone. In accordance with the Draft LEP the proposed development would not be permissible as it is below the minimum lot size of 40 ha and is not consistent with the aims of the zone being:

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To encourage the efficient use and conservation of water resources.
- To protect significant scenic landscapes.
- To encourage development that does not adversely impact nearby agricultural activities.
- To protect, enhance and conserve the natural environment, including native vegetation, wetlands and wildlife habitat.
- To ensure development prevents or mitigates land degradation.



## DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



### Section 9.1 Directions:

N/A

### Model Provisions:

N/A

### Council Policy Considerations:

#### Gundagai Shire Council Subdivision Policy 2006:

The policy identifies that subdivisions in rural areas need to maintain an average of 10 ha. This subdivision has an average of 11.9555 ha, so it complies; however it only complies due to the outlier of proposed lot 97 being 37.41 ha.

As the entire holding is 402 ha, it is considered that proposed lot 97 has been included in this subdivision to achieve an average of 10 ha or more. This is further emphasised by the stipulated aim for proposed lot 97 being agricultural and not for the rural living. This along with the distance from the Gundagai Township makes proposed lots 93, 94, 95, 96 and 98 inconsistent with this policy.

#### CGRC Villages Strategy 2018:

This strategy commenced in 2018, after the initial lodgement of the application, however with substantial amendment made to the plan analysis of the strategy is warranted. The rural community of Tumblong was identified as being focused along Adelong Road, with action 3.50 supporting this area to be rezoned as RU4 – Primary Production Small Lots. Allowing for small lots north of the Hume Highway would be inconsistent with the strategy.

### Cootamundra DCP:

N/A

### Traffic Generating Guidelines:

N/A

### Section 7.11 Contributions Policies:

N/A

### Section 7.12 Contributions Policies:

N/A

### REFERRALS:

This development application was originally referred to the RFS 8 November 2010, with Council receiving three comments which would require amendment of the proposed subdivision to consider measures for:

- adequate water for protection of buildings against bushfire,
- Access for emergency vehicles, and
- General advice about complying with Planning for Bushfire protection 2006.

## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



The applicant was advised of comments from the RFS on 2 December 2010. The applicant responded on 24 February 2011, however did not address the RFS considerations/concerns.

As the application was substantially amended, the application was referred to RFS on 16 January 2018. Council did not receive a response in the designated timeframe.

The current proposal does not adequately make provision for vehicular access with proposed lots 95, 96 and 98 only accessible via carriageway. Matters about water security, are considered by council as being able to be covered by conditions of consent.

A key considerations of small lots is water security and as such the application was referred to Goldenfields Water County Council (16-1-19) to determine whether the proposed area may be serviced by them as it is not able to be serviced by Council. GWCC responded verbally on 17 January that the area was not in their plans to be serviced. They also provided advice generally around water security of small lots being problematic.

Local Lands Service was referred to obtain comment on weeds, however no response was received in the designated timeframe.

RMS was referred to for comment as the development is in proximity to a major road corridor. Council received a response on 13 February 2018 which raised concerns about approval for the existing billboard and recommended that should consent be issued that a covenant be placed on the Titles to prohibit any future access from the Hume Highway.

In terms of internal referral, the main concern is to do with the proposed road. In the absence of sectionals this is something which council could condition if consent was granted.

### SECTION 4.15 CONSIDERATIONS:

#### Provisions of any Environmental Planning Instrument:

The proposed development is inconsistent with the aims of the LEP in terms of management of rural resources and potential impacts on the locality.

#### Provision of any Draft Environmental Planning Instrument:

As the draft LEP had been exhibited when this application was submitted, it must be considered when determining this application. The proposed development does not comply with the draft LEP. It does not achieve the intent of the zone nor the minimum lot size (40 ha).

#### Development Control Plans:

N/A

#### Matters Prescribed by Regulations:

N/A

#### Likely Impact of Development:

It is likely that the proposed development will create further precedence of the fragmentation of rural land in former Gundagai Shire local government area, which has been identified as having a decrease in agricultural output (physical units) in the past decade.

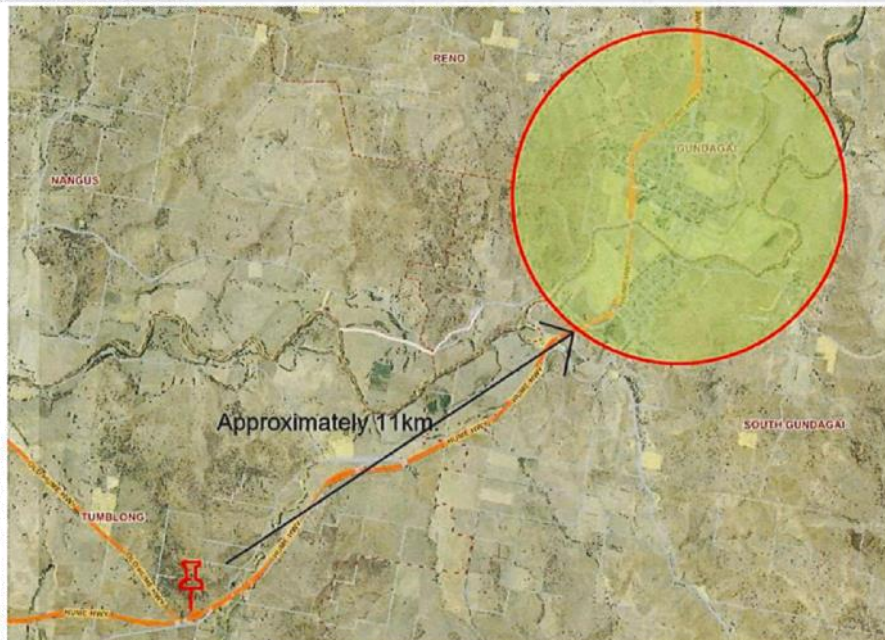


# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



## Context and Setting:



The proposed development is located approximately 11km from Gundagai. It is on a prominent position and buildings would be visible to the surroundings. It is within close proximity to the Hume Highway which has current capacity of B Double trucks and is to be upgraded to have capacity to carry B Triple Trucks. The existing noise and vibration would be considered in any development application for a dwelling and would likely be either refused or heavily conditioned in order to mitigate this.

## Access, Transport and Traffic:

Proposed Lot 97 is to be accessed via Adelong Creek Road and Proposed Lots 93 and 94 are to be accessed via a constructed road.

Access to proposed lots 95, 96 and 98 are via a carriage way. This is not preferable and poses issues for emergency vehicles and requires policing of right of way.

## Public Domain:

The fragmentation of rural land and the addition of buildings in such a prominent area would be visually detrimental to the amenity of the area.

# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



## Utilities:

Power is available to the site, however the proposed plan of subdivision does not show how each building envelope will be connected. The site is not connected to reticulated sewer or water.

## Heritage:

An AIHMS report was done for the site and no aboriginal artefacts or sites were identified.

## Other Land Resources:

N/A

## Water:

Onsite storage is the only option available without connection to either the Gundagai or GWCC networks.

## Soil:

N/A

## Air and Microclimate:

N/A

## Flora and Fauna:

Clearance of vegetation would require consent under the Local Land Services Act.

## Waste:

N/A

## Energy:

N/A

## Natural Hazards:

Portions of the site are identified as bushfire prone. The application does not contain an assessment of BAL for the proposed building envelopes, however vegetation can be cleared subject to development consent and/or for asset protection zones.

## Social Impact and Locality:

The proposed development will be positive economically for the area, with local labour and materials used for the property improvement.

## Economic Impact and Locality:

The proposed development will be positive economically for the area, with local labour and materials used for the property improvement.

## Site Design and Internal Design:

The subdivision appears to be designed along the lines of existing fencing and design outcomes for access is haphazard.

## Construction Matters:

Road construction.



## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



### Submissions:

The application was notified to adjoining land owners on three separate occasions being:

1. 23 September 2010 – initial notification
2. 31 August 2016 – notification due to delay in determination
3. 16 January 2019 – notification due to amendment to plans

A number of submissions have been received over the period of the development application being with council. With the latest notification generating one written submission and which sought additional information on the application generally and raised concerns with internal road works and maintenance.

### Public Interest:

The development is considered to be detrimental to the public interest as it is in conflict with strategic policy and legislative outcomes applicable to Gundagai Shire LGA in both 2010 and now.

### FINANCIAL IMPACTS:

N/A

### POLICY IMPACTS:

This site should be identified as potential for rezoning as a part of new CGRC LEP planning.

### ORGANISATIONAL IMPACT:

N/A

### RISK MANAGEMENT IMPACTS:

N/A

### LEGAL ISSUES:

Refusal of this application may result appeal with the L&E Court. However, approving this development would set a precedence for subdivision in Gundagai.



### CONCLUSION:

This application, could be considered to be deemed refused on multiple occasions over the 8-9 years since lodgement. Notwithstanding this, the application does not generally comply with the Gundagai LEP 1997 and other planning considerations. In accordance with legislation of 2010 and now, this application does not comply.

The applicant would be able to further this proposal if they had/were to undertake a planning proposal or engage with strategic land use planning generally such as the Rural Lands Strategy and/or the proposed CGRC LEP process.

### RECOMMENDATION:

That DA2010/048 be refused and the applicant be invited to make a submission for rural living with the Rural Lands Strategy or they submit a planning proposal to rezone their site.

<h2 style="margin: 0;">DEVELOPMENT ASSESSMENT REPORT</h2> <p style="margin: 0; font-size: small;">Pursuant to the Environmental Planning &amp; Assessment Act 1979 Section 4.15 (as amended)</p>		 <p style="margin: 0; font-size: x-small;">COOTAMUNDRA - GUNDAGAI REGIONAL COUNCIL</p>						
DEVELOPMENT ASSESSMENT SIGNING OFFICER:								
 <p style="margin-top: 10px;">Grace Foulds Town Planner</p>	<p style="font-size: large; margin: 0;">18 Feb 2019</p> <p style="margin: 0;">Date</p>							
<table style="width: 100%; border: none;"> <tr> <td style="width: 40%; border: none;">Development Assessment Internal Report</td> <td style="width: 30%; border: none; text-align: center;">DA 2010 / 1048</td> <td style="width: 30%; border: none; text-align: right;">12 of 12</td> </tr> <tr> <td style="border: none;">Cootamundra-Gundagai Regional Council</td> <td style="border: none; text-align: center;">PO Box 420 Cootamundra NSW 2590</td> <td style="border: none; text-align: right;">mail@cgrc.nsw.gov.au</td> </tr> </table>			Development Assessment Internal Report	DA 2010 / 1048	12 of 12	Cootamundra-Gundagai Regional Council	PO Box 420 Cootamundra NSW 2590	mail@cgrc.nsw.gov.au
Development Assessment Internal Report	DA 2010 / 1048	12 of 12						
Cootamundra-Gundagai Regional Council	PO Box 420 Cootamundra NSW 2590	mail@cgrc.nsw.gov.au						

## 8.2.7 DEVELOPMENT APPLICATION 2018/94 RESOURCE RECOVERY FACILITY, TURNERS LANE COOTAMUNDRA

DOCUMENT NUMBER	297970
REPORTING OFFICER	Grace Foulds, Acting Manager Development, Building and Compliance
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>3. Sustainable natural and built environments: we connect with the places and spaces around us</b> 3.2 Our built environments support and enhance liveability
FINANCIAL IMPLICATIONS	This development may result in the need for works to be undertaken within the road reserve which may be a cost incurred by Council.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Section 4.15 Report <a href="#">↓</a> 2. Objections <a href="#">↓</a>

### RECOMMENDATION

**DA2018/94 Waste Resource Recovery Facility be approved subject to the conditions contained within the Development Assessment (Section 4.15 report).**

### Introduction

Council received an application for a resource Recovery Facility on 18 July 2018 on Turners Lane, Cootamundra.

### Discussion

The subject site was created via subdivision 2016/50 with the intention to create a heavy industrial area in accordance with recommendations from the Cootamundra Industrial Land Use Study & Strategy.

The current resource recovery facility (tyre shredding and mattress recovery) operates at 175-185 Cowcumbra Street Cootamundra (Lot 8 Section C DP 4840 and Lot 92 DP 1125395). This site is zoned IN2 – Light Industrial and resource recovery facilities which is a prohibited land use in the zone. The current site is also flood prone, adjoins Muttama Creek and is identified as being groundwater vulnerable.

Council and the EPA have been engaging with the business operator for a number of years and the solution to relocate the resource recovery facility to the proposed site on Turners Lane has been the outcome all parties have been working towards.

The proposed waste recovery facility on Turners Lane complies with the Cootamundra LEP 2013, relevant State Environmental Planning Policies and the Cootamundra Development Control Plan 2013 (see attached section 4.15 report).



# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)


**DATE OF REPORT COMMENCEMENT:**

20 February 2019

**COUNCIL OFFICER COMPLETING DEVELOPMENT ASSESSMENT:**

Grace Foulds

**DEVELOPMENT REFERENCE:**

DA 2018/94

**DEVELOPMENT ADDRESS:**

Turners Lane COOTAMUNDRA

**DEVELOPMENT LOT / SEC / PLAN:**

Lot: 1 DP: 1223224

**OWNER(S):**

Cootamundra-Gundagai Regional Council

**APPLICANT:**

Geolyse Pty Ltd

**APPLICANT ADDRESS:**

David Walker  
PO Box 1963  
ORANGE NSW 2800

**PROPOSAL:**

Resource Recover Facility

**ZONING (LEP):**

IN3 – Heavy Industrial

**OTHER SPECIAL ZONING IMPACTS:**

6.4 Groundwater vulnerability

**BACKGROUND:**

The subject site was created via subdivision 2016/50 with the intention to create a heavy industrial area in accordance with recommendations from the Cootamundra Industrial Land Use Study & Strategy.

The current resource recovery facility (tyre shredding and mattress recovery) operates at 175-185 Cowcumbra Street Cootamundra (Lot 8 Section C DP 4840 and Lot 92 DP 1125395). This site is zoned IN2 – Light Industrial and resource recovery



## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



facilities which is a prohibited land use in the zone. The current site is also flood prone, adjoins Muttama Creek and is identified as being groundwater vulnerable.

Council and the EPA have been engaging with the business operator for a number of years and the solution to relocate the resource recovery facility to the proposed site on Turners Lane has been the outcome all parties have been working towards.

### PREVIOUS DEVELOPMENT PROPOSALS AND DECISIONS:

Cootamundra Shire Council - DA2016/50 Subdivision

### INTEGRATED / DESIGNATED / ADVERTISED / NEIGHBOUR NOTIFICATION / CROWN DEVELOPMENTS:

The proposed resource recovery facility was notified to adjoining neighbours 19 September 2018 – 10 October 2018. Two submissions were received and are discussed below.

The proposed development was advertised in the Cootamundra Herald 30 January – 14 February 2019. No submissions were received.

The proposed development does not meet the threshold for Designated Development.

The proposed development requires licencing from the EPA which triggers this development as Integrated Development. In accordance with Division 4.8 of the Environmental Planning & Assessment Act 1979 the development is Integrated Development, with licencing requirements from the EPA triggering this. Referral and concurrence from the EPA has been sought and terms of approval form a part of the conditions of consent.

Referral to RMS was undertaken on 1 February 2018 and while no written response was received by Council in the designated timeframe, verbal confirmation from RMS was received that the intersection of Turners Lane and Gundagai Road is capable of dealing with additional traffic proposed as a part of this development.

Referral to Essential Energy was undertaken on 1 February 2018, with a response received 13 February 2019. This response is discussed below.

### STATUTORY CONSIDERATIONS / EP&A ACT / EP&A REGULATION:

#### State Environmental Planning Policies:

##### SEPP No 33 – Hazardous and Offensive Development

The proposed development is a potentially hazardous development. The applicant has assessed the proposed development in accordance with this SEPP and have developed their business and site plans with regards to requirements under the Australian Dangerous Goods Code and Fire and Rescue NSW Guidelines.

In accordance with clause 14 of this SEPP, this development has been advertised 30 Jan – 14 Feb 2019. No submissions were received from advertisement.

Obligations under the above SEPP have been complied with.



# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



## SEPP (Infrastructure) 2007

Clause 104 of this SEPP requires referral of any proposed waste or resource management facilities on any road to be referred to RMS.

Obligations under the above SEPP have been complied with.

## Regional Environmental Planning Policies:

This development supports the outcomes of the Riverina-Murray Regional Plan 2016-2036 as it will generate growth in employment and industry.

## Cootamundra LEP 2013:

IN3 – Heavy Industrial

6.4 Groundwater vulnerability

## Gundagai LEP 2011:

N/A

## Cootamundra-Gundagai Draft LEP:

N/A

## Section 9.1 Directions:

N/A

## Model Provisions:

N/A

## Council Policy Considerations:

CGRC Contaminated lands Strategy 2017

Cootamundra Industrial Land Use Study & Strategy

Objective 2.2: Strategic land-use planning is co-ordinated and needs-based				
2.2a	Develop integrated land-use strategies which meet the community's current and future needs.	Cootamundra-Gundagai Regional Council	Businesses, industry, community members and groups	<ul style="list-style-type: none"> <li>Controls for future development are put into place</li> <li>Our community is satisfied with the</li> </ul>
2.2b	Identify and promote land-use opportunities that exist in our region.	Cootamundra-Gundagai Regional Council		variety of housing options available <ul style="list-style-type: none"> <li>Land-use opportunities are identified, promoted and realised</li> </ul>
2.2c	Provide appropriate land development to meet market demand.	Cootamundra-Gundagai Regional Council		

## Cootamundra DCP:

3.1. Business, Industrial and Village Zones

6.4. Buffers to primary Industry and Infrastructure

## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



### Traffic Generating Guidelines:

Access to the site is to be from Turners Lane which intersects with Gundagai Road (Regional Road). It is proposed that a standard heavy vehicle cross over will be created from Turners Lane onto the site. The site will have the ability to accommodate up to 30 light vehicles and parking is designated for up to five trucks.

The proposed development will generate up to 14 heavy vehicle and 60 light vehicle movements a day. As the majority of traffic will access Turners Lane via Gundagai Road it is estimated based on 2012 traffic data of Gundagai Road that the resource recovery facility will increase traffic movements on Gundagai Road by 5.5%.

### Section 7.11 Contributions Policies:

N/A

### Section 7.12 Contributions Policies:

The proposed development has a declared development cost of \$450,000. Council is very confident that this cost is well below what the actual cost of the development will be considering the amount of excavation, earthmoving, bitumen, concreting and buildings. As such it is recommended that a condition be placed on any development consent which requires a revised cost estimate be supplied to Council prior to the release of a construction certificate and that section 7.12 contributions be applied in accordance with the revised cost estimate.

### REFERRALS:

The EPA is a licencing authority for this development in accordance with Protection of the Environment Operations Act 1997. The application was sent to the EPA upon Council receipt of it and the EPA have provided General Terms of Approval which form a part of this consent.

This matter was referred to RMS in accordance with the SEPP (Infrastructure) 2007. RMS did not respond within the designated timeframe, but verbal confirmation from RMS was received that the intersection of Turners Lane and Gundagai Road is capable of dealing with additional traffic proposed as a part of this development.

The application was referred to essential energy for comment as transmission lines run across the site. The response for Essential energy has informed conditions relating to movement of the lines as a prior to works commencing condition.

# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



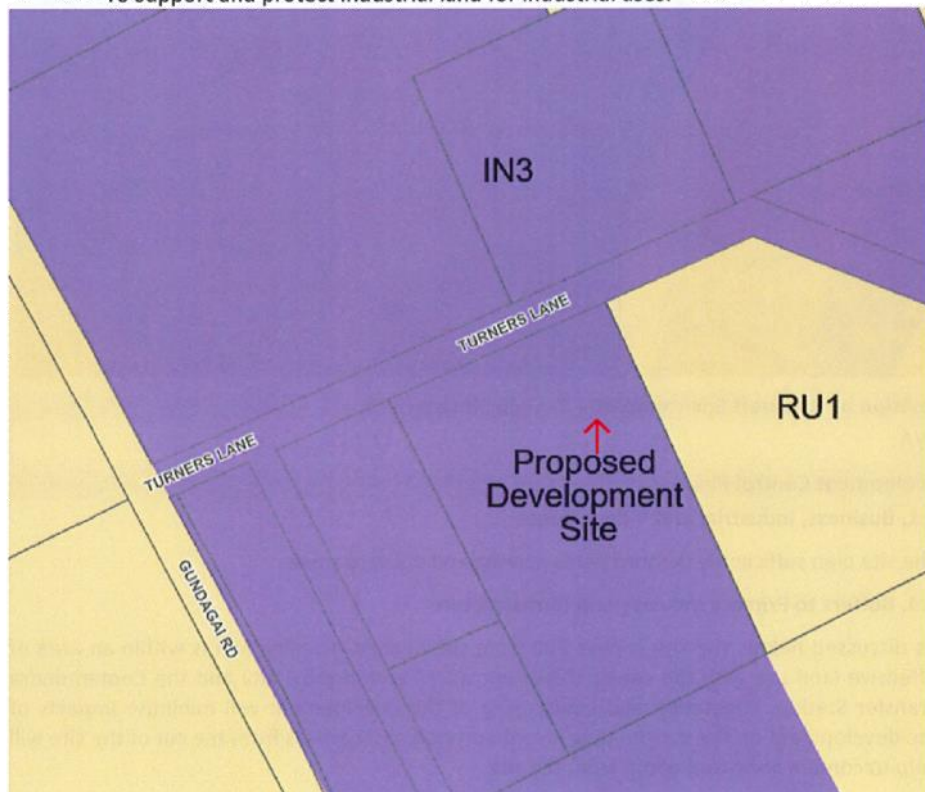
## SECTION 4.15 CONSIDERATIONS:

### Provisions of any Environmental Planning Instrument:

#### IN3 – Heavy Industrial

Resource Recovery Facility is an innominate land use in the zone and so is permissible with consent in accordance with item 3. It complies and supports the objectives of the zone:

- To provide suitable areas for those industries that need to be separated from other land uses.
- To encourage employment opportunities.
- To minimise any adverse effect of heavy industry on other land uses.
- To support and protect industrial land for industrial uses.





## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



### 6.4 Groundwater vulnerability

The site is identified as being groundwater vulnerable with a high water table. Conditions of consent will mandate regular testing of the onsite bore to ensure that groundwater contamination is monitored and rectified if it was to occur. It is imperative that all hazardous and corrosive material be stored appropriately to minimise risk – conditions will ensure this.



#### Provision of any Draft Environmental Planning Instrument:

N/A

#### Development Control Plans:

##### 3.1. Business, Industrial and Village Zones

The site plan sufficiently demonstrates parking and delivery zones.

##### 6.4. Buffers to Primary Industry and Infrastructure

As discussed below, the site is over 300 from the nearest dwelling and is within an area of offensive land use with the sewer treatment works within proximity and the Cootamundra Transfer Station. Vegetation and landscaping of the development will minimise impacts of the development on the surrounding neighbourhood and barriers from the cut of the site will help to contain noise and odour from the site.

# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



**Legend**  
 Subject Site 2km Radius Dwelling Residential Area

## Matters Prescribed by Regulations:

N/A

## Likely Impact of Development:

### Context and Setting:

The site is located within the heavy industrial zone of the Cootamundra industrial land precinct which is approximately 2.5km from Parker Street (CBD). Surrounding land comprises of vacant land used for agricultural purposes and industrial facilities including the Cootamundra Waste Disposal Facility.



## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



The proposed development is considered to be an offensive development. However it is located in a heavy industrial area which is appropriate for such land uses. The nearest dwelling is 313m south of the site and the Cootamundra residential area is just within a 2km of the site.

### Access, Transport and Traffic:

Access to the site is to be from Turners Lane which intersects with Gundagai Road (Regional Road). It is proposed that a standard heavy vehicle cross over will be created from Turners Lane onto the site. The site will have the ability to accommodate up to 30 light vehicles and parking is designated for up to five trucks.

The proposed development will generate up to 14 heavy vehicle and 60 light vehicle movements a day. As the majority of traffic will access Turners Lane via Gundagai Road it is estimated based on 2012 traffic data of Gundagai Road that the resource recovery facility will increase traffic movements on Gundagai Road by 5.5%.

### Public Domain:

The proposed development will be visible from Gundagai Road, however it is unlikely to attract undue attention despite being cut from the hill scape as it is located in a heavy industrial area.

Odour and noise from the development is likely, however these will be mitigated via conditions of development consent and licencing. Again, while this is undesirable, it is to be expected in a heavy industrial area.

### Utilities:

The site has transmission lines running through the site. Referral to Essential Energy has informed conditions of consent relating to these transmission lines.

Other connections including water, sewer and power will be connected to the site as a part of the development.

### Heritage:

An aboriginal heritage assessment has been undertaken and the proposed development will not impact any known sites.

The site is not mapped as containing a local or state heritage item nor is it in the heritage conservation area.

### Other Land Resources:

N/A

### Water:

Management of water resources includes consideration of groundwater. This has been assessed in accordance with the Cootamundra LEP 2013 and conditions of consent will monitor the development. Muttama Creek is 450m from the site, with the natural drainage from the site traversing the Cootamundra sewerage treatment facility. Erosion and sediment control will mitigate contaminated water or otherwise leaving the site. In addition spill kits will be available on site to rectify any spillage.

# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)



## Soil:

Development of the site will result in significant movement of soil and generate dust. This will be mitigated by compacting soil and utilising a water cart where possible. Long term, landscaping and other ground cover will minimise dust movement.

## Air and Microclimate:

Disturbance to air quality during construction will be mitigated by compaction of soils and use of a water cart. Use of the site will generate odour, however mitigation of this through barriers be them naturally occurring (hill), constructed (buildings) and temporary (tyre storage) will be sufficient in all but the most extreme of circumstances.

## Flora and Fauna:

Vegetation will be removed as a part of the development of the site, however perimeter tree planting and other landscaping will form conditions of consent and result in an overall net increase in biodiversity as the site is currently cleared grassland (agriculture).

## Waste:

Waste generated during construction will be collocated and disposed of as appropriate. Waste generated when the site is in use will be limited to general waste from workers as the resource recovery process will reuse 100% of materials. General waste will be collected as per general road side collection services.

## Energy:

The proposed development complies with the Building Code of Australia for energy efficiency. Noise generated during construction will be regulated by conditions of consent and noise during the use of the facility will be monitored and mitigated. Noise monitoring and evaluation has been undertaken at the current processing facility and were found to be compliant and it is expected that the new site will result in even better readings. Conditions around noise assessment and monitoring form conditions of consent, however this is a heavy industrial area and noise generating industrial activities are expected in this area.

## Natural Hazards:

The site is not flood or bushfire prone.

## Social Impact and Locality:

Crime prevention through environmental design has been considered and the site provides opportunities for passive and active surveillance. The distance of the site from any sensitive receptors minimises the social impact of this development.

## Economic Impact and Locality:

Overall this development is assessed as having a positive economic impact as it will provide employment opportunities for 30 staff. This is expected to contribute over one million dollars to the local economy annually.



# DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
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## Site Design and Internal Design:

The site is located in the heavy industrial are and responds to the orientation of the site to Turners Lane. The site functions off a main movement corridor running north to south across the site. Delivery and processing is organised in a logical manner.

## Construction Matters:

To be addressed as a part of the construction certificate application.

## Submissions:

Council received two submission (one being signed by multiple parties). Matters of concern are addressed:

Noise: Concerns raised due to noise are raised, however as the site is appropriately zoned for noise generating land uses and noise monitoring has been conducted, this is not considered to be a genuine reason for refusal.

Visual impact: concern regarding the size and untidiness of industrial sites. Again, this is a zoned industrial area and appropriate for the site.

Odour: concerns about odour were raised, but this is a heavy industrial area and the only zoned area where odour is considered appropriate.

Traffic: estimates based on the latest data available, indicates that the traffic impact of this development will be minimal - 5.5% and likely less than this if new traffic counts of Gundagai Road were sourced.

Devaluation of neighbouring property: this site is zoned industrial and is within proximity of the waste transfer facility and sewerage treatment facility. It is unlikely that this development will cause additional devaluation of land.

A number of general questions were asked of Council – numbering 37. As the application was on exhibition and viewing the application could answer these questions, they have not been addressed.

## Public Interest:

N/A

## FINANCIAL IMPACTS:

This development may result in the need for works to be undertaken within the road reserve which may be a cost incurred by Council.

## POLICY IMPACTS:

This development complies with relevant Council policy.

## ORGANISATIONAL IMPACT:

N/A

## RISK MANAGEMENT IMPACTS:

Council is responsible for upgrading the intersection of Turners Lane and Gundagai Road. Should council not undertake these works, it may be exposed unnecessarily to risk.

# DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
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## LEGAL ISSUES:

N/A

## CONCLUSION:

The proposed development is permissible with consent in the IN3 – Heavy Industrial Zone. Consent is sought with the lodgement of this application. The EPA have provided General Terms of Approval and RMS has recommended traffic treatment of the intersection of Turners Lane and Gundagai Road.

## RECOMMENDATION:

That DA2018/94 be approved in accordance with the following conditions:

### Determination and Conditions:

**Application Approved subject to the following conditions and reasons: -**

### GENERAL CONDITIONS

#### (1) GEN Condition - Compliance Standards

Any building and associated works shall comply with the statutory requirements of the Environmental Planning & Assessment Act, Local Government Act, 1993 and the Building Code of Australia (BCA).

**Reason:** The legal obligations of the Council to administer the New South Wales building and planning laws in order to provide satisfactory standards of living and development.

#### (2) GEN Condition - Compliance with Council


The Development being completed in accordance with plans and specifications stamped by Council listed in the table below and the Statement of Environmental Effects, except where varied by conditions of this consent.

Document Reference	Description	Author	Date
-	Statement of Environmental Effects	JLW Services	4 September 2018
TP03/TP06	Site Plan	Geolyse	29 January 2019
TP05/TP06	Stormwater Management Plan	Geolyse	29 January 2019

# DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



	EPA General Terms of Approval	EPA 	
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**Reason:** To confirm the details of the application as submitted by the applicant and as approved by Council.

## (3) GEN Condition - Compliance with Legislation

Regardless of consent the applicant is still responsible for adhering to the requirements of State Legislation including (but not limited to) the Protection of Environment Operations Act and Dangerous Goods (Road and Rail Transport) Act.

**Reason:** This consent does not remove obligations imposed by State and Federal Legislation.

## (4) GEN Condition - Utilities

Approval is given subject to the location of, protection of, and/or any necessary modifications to any existing public utilities situated within or adjacent to the subject property.

**Reason:** To ensure that any public utilities are maintained and protected from damage.

## (5) Gen Condition – Not certify compliance with BCA or NCC

The issue of this Development Consent does not certify compliance with the relevant provisions of the Building Code of Australia or National Construction Code Series.

**Reason:** This consent does not certify compliance with the BCA or NCC.

## (6) GEN Condition – New Footpath Construction.

The Developer shall at their cost, construct a concrete footpath, 1.5 metres wide across the full frontage of the allotment and re-instate the nature strip afterwards to Council's satisfaction along with the entire area under the proposed awning paved or concreted.

**Reason:** To ensure that adequate pedestrian access facilities are provided to the development to be benefit of the community.



## DEVELOPMENT ASSESSMENT REPORT

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### (7) GEN Non Standard Condition – Not Approval for Buildings

This development consent does not signify consent for structures on the site. Application for development consent is to be sought before the erection of buildings and other works requiring certification.

**Reason:** *Compliance with Environmental Planning & Assessment Act 1979*

### (8) GEN Condition – Public Land Costs

Costs attributed to all work involved on public land shall be borne by the proponent.

**Reason:** *Need for applicants to be reasonable for costs arising as a result of development work*

## PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

### (1) PCC Condition - Section 94A Contributions.

At the time of submission of a Construction Certificate all owing monies as they relate to Section 94A contributions must be paid in full.

Section 94A contributions are calculated on the estimated cost of development as specified on the Development Application at time of lodgement and may be subject to change with the coming of a new financial year or revised estimated cost of development.

**Reason:** *So that the Section 94A Developer Contributions are paid in accordance with Council's Section 94A policy as adopted 2011.*

### (2) PCC Condition - Certificates in Relation to Energy Efficiency.

Prior to obtaining a Construction Certificate, the Applicant shall furnish Council with Certificates in relation to energy efficiency. In general terms, these certificates shall be provided by appropriately qualified persons and reference compliance of the particular element of construction with Part J of the Building Code of Australia. Certificates shall be provided for the following parts of construction:

1. Building Fabric
2. External Glazing
3. Air Movement
4. Air Conditioning and Ventilation Systems
5. Artificial Lighting and Power
6. Hot Water Supply

## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



### 7. Access for Maintenance

**Reason:** *To ensure the development meets the energy requirements of Section J of the Building Code of Australia.*

#### (3) PCC Condition - Traffic Control Plan.

The applicant shall provide to Council, for approval, a Traffic Control Plan for those areas which involve work in the vicinity of the intersection of Muttama Road and Coolac Road to the Roads & Traffic Authority Guidelines.

**Reason:** *To ensure acceptable standards of safety for both vehicular and pedestrian traffic.*

#### (4) PCC Condition - Carpark Design.

Detailed car parking plan outlining car spacing's, vehicle manoeuvring, exit/entrance points and location and provision for service delivery vehicles in accordance with Australian Standard 2890 submitted for Council approval providing for 30 light vehicle spaces and 5 truck parking spaces. Entry and exit points are to be clearly signposted.

**Reason:** *To ensure that adequate and practical off-street parking and access to the development has been provided.*

#### (5) PCC Condition – New Connection: Plumbing and Drainage Works.

An application shall be lodged and approved by Cootamundra Shire Council under Section 68 of the Local Government Act for any new water, sewerage or drainage connection prior to the issue of a Construction Certificate.

All plumbing works must be undertaken by a licenced plumber or drainer. They must submit their Notice of Work (N.O.W) and pay for any associated inspections 48hrs before the first inspection. They also must submit a correct Sewer Service Diagram (S.S.D) for all works. The C.O.C and S.S.D. must be submitted before an Occupation Certificate can be released by the Principal Certifying Authority (P.C.A).

The proponent shall comply with all requirements tabled under any approval issued under section 68 of the *Local Government Act 1993*, NSW Fair Trading and The Plumbing Code of Australia.

**Reason:** *Statutory compliance.*



## DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
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### (6) PCC Condition - Onsite Sewerage Management System.

An application shall be lodged and approved by Cootamundra Shire Council under Section 68 of the Local Government Act for the installation of an onsite sewerage management system prior to the issue of a Construction Certificate. Details of the proposed system are to be included with the application detailing the tank capacity, type and location and size of effluent disposal area.

The proponent shall comply with all requirements tabled under any approval issued under section 68 of the Local Government Act.

**Reason:** To comply with the requirements of Section 68 of the Local Government Act.

### (7) PCC Condition - Road Opening and Closing Permit.

If it is proposed to construct a vehicular crossing on the public footpath a road opening permit must be obtained from Council and an appropriate fee paid for Council to assess or to carry out the design and construction of such crossing. No excavation of, or construction on the public footpath is authorised to be carried out by others than Council except in accordance with (a) a design approved by Council and (b) the terms of an appropriate road opening permit.

**Reason:** To ensure that work carried out on public roads conforms to the requirements of Council, the responsible authority.

### (8) PCC Condition - Trade Waste Device Required.

Any business or premises proposing to discharge a pollutant discharge greater than or differing from domestic usage is to submit to Council an application for a Trade Waste Licence. This application is to be approved by Council. This application is to be approved by Council prior to any discharge to sewer being commenced. A trade waste fee may be applicable in accordance with Council's adopted Fees and Charges.

**Reason:** To comply with Council's Trade Waste Policy

### (9) PCC Condition - Driveway & Layback Installations.

The provision of adequate vehicle access, including the provision of an invert crossing at the kerb and gutter is required to be installed as part of the development. The installation of the vehicle access and kerb and gutter crossing are to be constructed in accordance with Councils "Typical vehicle kerb and gutter crossing KG 65/1".

## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



An Application is to be lodged with Council along with appropriate current fee's paid, for approval under Section 138 of the Roads Act 1993 prior to the issue of a Construction Certificate.

Twenty four (24) hours' notice is to be given to Council's Engineering Services group before placement of concrete to enable formwork to be inspected. Failure to do so may result in rejection of the works and a need for reconstruction.

**Reason:** *To ensure that adequate vehicle access is achieved and maintained throughout the development*

### (10) PCC Condition - Internal Road Design.

Provision of a detailed internal road design outlining car parking spacing's, vehicle manoeuvring, site lines, exit/entrance points and location and provision for service vehicles in accordance with Australian Standard 2890 are to be submitted for Council approval prior to the issuing of a Construction Certificate. Entry and exit points to be clearly signposted.

The vehicle entrance into the development from Parker Street shall be of concrete construction from the kerb line to the building line. The provision of a new vehicle access point off Parker Street, including the provision of an invert crossing at the kerb and gutter is required to be installed as part of the development. The installation of the vehicle access and kerb and gutter crossing are to be constructed in accordance with Council's "Typical vehicle kerb and gutter crossing KG 65/1".

Twenty four (24) hours' notice is to be given to Council's Works & Services group before placement of concrete to enable formwork to be inspected. Failure to do so may result in rejection of the works and a need for reconstruction.

**Reason:** *To ensure that adequate vehicle access and internal movement is achieved and maintained throughout the development*

### PRIOR TO COMMENCEMENT OF WORKS

#### (1) PCW Condition – Prior to Building Work Commencing.

The erection of a building in accordance with the development consent must not commence until:-

1. a construction Certificate for the building work has been issued by the consent authority, the council (if the council is not the consent authority) or an accredited certifier, and

## DEVELOPMENT ASSESSMENT REPORT

Pursuant to the Environmental Planning & Assessment Act 1979  
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2. the person having the benefit of the development consent has:
  - a. appointed a principal certifying authority for the building work, and
  - b. notified the principal certifying authority that the person will carry out the building work as an owner-builder, if that is the case, and
3. the principal certifying authority has, no later than 2 days before building works commences:
  - a. notified the consent authority and the council (if the council is not the consent authority) of his or her appointment, and
  - b. notified the person having the benefit of the development consent of any critical stage inspections and other inspections that are to be carried out in respect to the building work, and
4. the person having the benefit of the development consent, if not carrying out the work as an owner-builder, has,
  - a. appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential work is involved, and
  - b. notified the principal certifying authority of any such appointment, and
  - c. unless that person is the principal contractor, notified the principal contractor of any critical stage inspection or other inspections that are to be carried out in respect of the building work.

**Reason:** To ensure compliance with the requirements of the Environmental Planning and Assessment Regulations.

### (2) PCW Condition – Signage.

Site signage shall apply and must be erected on the site in a prominent, visible position for the duration of the construction. The signage must include: -

1. Statement that unauthorised entry to the site is not permitted
2. Show the name of the builder or another person responsible for the site and a telephone number at which the builder or other person can be contacted outside working hours
3. The name, address and telephone contact of the Principal Certifying Authority for the work

Any structures erected to meet the requirements of this condition must be removed when it is no longer required for the purpose for which it was erected.

**Reason:** To meet the minimum requirements of the Environmental Planning & Assessment Regulation.



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Section 4.15 (as amended)*



### (3) PCW Condition – Notice of Commencement.

Prior to work commencing a 'Notice of Commencement of Building Work and Appointment of Principal Certifying Authority' shall be submitted to Council at least 2 days prior to work commencing.

*Reason: To meet the minimum requirements of the Environmental Planning & Assessment Regulation.*

### (4) PCW Condition – Public Safety – Hoardings.

A hoarding or fence must be erected between the building or site of the proposed building and the public place (street frontage). If necessary, an awning sufficient to prevent any substance from, or in connection with, the work, falling onto a public place is also to be erected. Such hoardings require separate approval by Council and must comply with the requirements of the WorkCover Authority.

The hoarding or fence is to be kept lit during the time between sunset and sunrise if the work may be a source of danger to persons using the public place.

The hoarding, fence or awning is to be removed when it is no longer required for the purposes for which it was provided. Restriction of public access to the building site shall restrict entry by members or equipment on the site when building work is in progress or the site is otherwise unoccupied.

*Reason: To protect the general public.*

### (5) PCW Condition – Waste Storage During Construction.

Provision shall be made on site for the proper storage and disposal of waste such that no builders' waste shall be left in the open. Specific attention should be given to items which are subject to relocation by the action of wind, e.g. Paper, sheets of iron, ridge capping, cement and lime bags and the like.

*Reason: To ensure that the site is not a source of wind-blown litter.*

### (6) PCW Condition – Construction Safeguards.

Fire precautions during construction are to comply with PART E1.9 Building Code of Australia. Not less than one fire extinguisher to suit Class A, B and C fires and electrical fires must be provided at all times on each storey adjacent to each required exit.

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**Reason:** To provide a minimum standard of fire safety during construction.

**(7) PCW Condition – Soil Erosion Control.**

Site erosion control measures shall be incorporated into site management during construction. Seepage and surface water shall be collected and diverted clear of the building site by a drainage system. Care shall be taken to ensure that no nuisance is created to adjoining properties or public space by way of sediment run off.

**Reason:** To ensure that adequate measures are in place so that damage from sediment run off to adjoining sites and waterways is minimised.

**(8) PCW Non Standard Condition – Essential Energy Infrastructure**

No building works or land use may commence under and within the 20m easement of the existing Essential Energy infrastructure until Council has been provided with written consent to do so by Essential Energy or the infrastructure has been moved.

**Reason:** Ensure the ongoing use and service of essential infrastructure.

**(9) PCW Condition – Underground Services.**

The applicant shall locate and identify all existing underground services prior to commencement of works and ensure there shall be no conflict between the proposed development and existing infrastructure including areas external to the development site where works are proposed.

**Reason:** To ensure the utility services are protected and satisfactory for the proposed development.

### DURING CONSTRUCTION

**(1) DUR Condition – Works to be undertaken in Accordance with the Approval.**

All proposed works to be undertaken are to be carried out in accordance with the conditions of development consent, approved construction certificate drawings and specifications.

**Reason:** ensure all works are carried out in accordance with the development consent.

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Pursuant to the Environmental Planning & Assessment Act 1979  
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### (2) DUR Condition – Hours of Construction Site Works.

Construction site works including the entering and leaving of vehicles is limited to the following hours, unless otherwise permitted by Council:-

Monday to Saturday from 7.00am to 7.00pm  
Sundays and public holidays from 9.00am to 12.00pm

The applicant is responsible to instruct and control subcontractors regarding hours of work.

*Reason: So that the development does not reduce the amenity of the area.*

### (3) DUR Condition – Footpath Construction.

All work on the public footpath and roadway shall be carried out with due care and regard for the safety and convenience of the public including pedestrians, cyclists and motorists. Special regard shall be paid to caring for the needs of children, the disabled, the infirm and the elderly.

*Reason: Preservation of the life, health and good will of members of the public.*

### (4) DUR Condition – Footpath Storage.

Building materials not to be stored on Council footway or nature strip at any time.

*Reason: To ensure an adequate level of public safety is maintained.*

### (5) DUR Condition – Waste Removal.

All debris and any waste fill are to be removed from the site and disposed of at Cootamundra Garbage Depot, in the building refuse section of the garbage depot. Please note that a separate fee applies for disposal of waste at Council's waste depot. You should contact Council's Works Operations Manager for an estimate of costs in this regard.

*Reason: To ensure that the amenity and unsightly condition is minimised.*

### (6) DUR Condition – Driveway and Layback.

The provision of an adequate vehicle access, including the provision of an invert crossing at the kerb and gutter is required to be installed as part of the development. The installation of the vehicle access and kerb and gutter crossing are



## DEVELOPMENT ASSESSMENT REPORT

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to be constructed in accordance with Council's 'Typical vehicle kerb and gutter crossing KG 65/1'.

Twenty four (24) hours' notice is to be given to Council's Works & Services group before placement of concrete to enable formwork to be inspected. Failure to do so may result in rejection of the works and a need for reconstruction.

**Reason:** To ensure appropriate vehicle access is provided to the development which does not adversely impact on pedestrian traffic or Council's public road infrastructure.

### (7) DUR Condition - BCA Compliance.

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate was made).

**Reason:** To ensure the building complies with the BCA.

### (8) DUR Condition – Inspections.

The Principal Certifying Authority is to be given a minimum of 48 hours' notice prior to any critical stage inspection or any other inspection nominated by the Principal Certifying Authority via the notice issued under Section 91A of the Environmental Planning and Assessment Act 1979.

All building work (other than work relating to the erection of a temporary building) must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant construction certificate was made).

**Reason:** To ensure that adequate time is given of required inspections.

### (9) DUR Condition – Restricted Public Access.

It is the responsibility of the applicant to restrict public access to the building site, building works or materials or equipment on the site when building work is not in progress or the site is otherwise unoccupied in accordance with WorkCover Regulations.

**Reason:** To ensure public safety is maintained.

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### (10) DUR Condition – Storm Water.

Storm water is to be discharged: -

1. Clear of the building and septic tank disposal area
2. To diffusion pit a minimum 3m from any building and in such a position that it does not cause nuisance to neighbours
3. To the roadside table drain. The end of the storm water pipe at the table drain shall be suitably protected to avoid damage to the end of the pipe

*Reason: To ensure that roof water is disposed of without nuisance to neighbours, without overloading Council's laneways system and so as to minimise input to the ground water system*

### (11) DUR Condition – Exit Doors.

In accordance with Clause D2.20 and Clause D2.21 of the Building Code of Australia, all exit doors must swing in the direction of egress. Exit doors must be readily openable without a key from the side that faces a person seeking egress, by a single handed downward action or pushing action on a single device which is located between 900mm and 1200mm from the floor.

*Reason: To facilitate exit from the building.*

### (12) DUR Condition – Fire Hazard Index.

The early fire hazard indices of materials, linings and surface finishes must comply with specification C1.10 of the Building Code of Australia.

*Reason: To suppress fire within places of public entertainment.*

### (13) DUR Condition – Disabled Fitouts.

All ramps, hand rails and ablution fitouts shall be installed in accordance with Australian Standard 1428.1-2009 "Design for Access and Mobility, Part 1: General Requirements for Access – Buildings".

*Reason: To provide access for disabled people.*

### (14) DUR Condition – Provide Suitable Access.

Access is to be constructed to Council specification and location. The access to be constructed and maintained at the owners cost such no soil erosion is caused.

## DEVELOPMENT ASSESSMENT REPORT

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**Reason:** To ensure that traffic movement generated by the development does not adversely affect the road system of the locality and that siltation of waterways is minimised.

**(15) DUR Condition – Disabled Carparking.**

Additional Disabled Carparking spaces shall be incorporated in the existing carpark facility and in a position which is located as near as practical, adjacent to the premises entrance.

**Reason:** The legal obligations of an applicant to provide access/parking for disabled persons.

**(16) DUR Condition – Dust Free Carpark.**

Carpark area and access driveway shall be constructed to a dust free standard, and maintained in good, dust free condition.

**Reason:** To ensure that no dust nuisance occurs.

**(17) DUR Condition – Carpark Entry.**

Entry and exit from the carpark is to be in a forward direction. Adequate turning space will be required to enable vehicles to leave the carpark in a forward direction.

**Reason:** To ensure acceptable standards of safety for both vehicular and pedestrian traffic.

**(18) DUR Condition – New connection: Plumbing and Drainage Works.**

All plumbing works must be undertaken by a licenced Plumber or Drainer. They must submit their Notice of Work (N.O.W.) and pay for associated inspections 48hrs before the first inspection. They also must submit a Certificate of Compliance (C.O.C) after the work has been completed and also submit a correct Sewer Service Diagram (S.S.D.) for all works. The C.O.C and S.S.D must be submitted before an Occupation Certificate can be released by the Principal Certifying Authority (P.C.A.)

The proponent shall comply with all requirements tabled under any approval issued under Section 68 of *The Local Government Act 1993*, NSW Fair Trading and The Plumbing Code of Australia.

**Reason:** Statutory compliance.



## DEVELOPMENT ASSESSMENT REPORT

*Pursuant to the Environmental Planning & Assessment Act 1979  
Section 4.15 (as amended)*



### (19) DUR Condition – Alterations: Plumbing and Drainage Works.

All plumbing works must be undertaken by a licenced Plumber or Drainer. They must submit their Notice of Work (N.O.W) and pay for any associated inspections 48hrs before the first inspection. They also must submit a Certificate of Compliance (C.O.C) after the work has been completed and also submit a correct Sewer Service Diagram (S.S.D.) for all works. The C.O.C and S.S.D must be submitted before an Occupation Certificate can be released by the Principal Certifying Authority (P.C.A.).

The proponent shall comply with all requirements tabled under NSW Fair Trading and The Plumbing Code of Australia.

*Reason: Statutory compliance.*

### POST CONSTRUCTION

#### (1) POC Condition – Compliance Certificates.

Prior to occupation of the building an Occupation Certificate is to be obtained. If Council is requested to issue the Occupation Certificate, all relevant compliance certificates must be submitted.

*Reason: So that the development is substantially completed to a safe standard to allow use or occupation of said building.*

#### (2) POC Condition – Property Identification.

Street numbers of a size and type satisfactory to Council being affixed to the building or fence. Such numbers to be clearly visible from the street.

In rural areas, the number should be affixed near your property entrance at the fence line.

*Reason: To ensure that the development is clearly identifiable and easily found by emergency, trade and other services.*

#### (3) POC Condition – Landscaping.

All proposed landscaping, fencing and outdoor structures such as water tanks and clothes lines etc. are to be installed in strict accordance with the approved plans for the development prior to the release of a Final Occupation Certificate by the PCA.

## DEVELOPMENT ASSESSMENT REPORT

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Changes to these items during construction may require the submission of amended plans and a Section 96 Application to modify the development consent.

*Reason: So that the completed appearance and functionality of the development is maintained from that which was originally approved.*

### (4) POC Condition – Landscaping, Fencing and Outdoor Structures.

All proposed landscaping, fencing and outdoor structures such as water tanks and clothes lines etc. are to be installed in strict accordance with the approved plans for the development prior to the release of a Final Occupation Certificate by the PCA.

Changes to these items during construction may require the submission of amended plans and a Section 96 Application to modify the development consent.

*Reason: So that the completed appearance and functionality of the development is maintained from that which was originally approved.*

### (5) POC Condition – Driveway and Layback Crossings.

The applicant shall ensure that the provision of an adequate vehicle access, including the provision of an invert crossing at the kerb and gutter is installed as part of the development. The installation of the vehicle access and kerb and gutter crossing are to be constructed in accordance with Councils 'Typical vehicle kerb and gutter crossing KG 65/1' and the approval issued under Section 138 of the Roads Act 1993.

*Reason: To ensure appropriate vehicle access is provided to the development which does not adversely impact on pedestrian traffic or Council's public road infrastructure.*

## ONGOING USE

### (1) USE Condition – Annual Certificate.

The owner of the building shall submit to Council an 'Annual Fire Safety Statement' (Form 1) by 1 July, each subsequent year after obtaining a 'Fire Safety Certificate' for the building from Council.

The 'Annual Fire Safety Statement' shall comply with the provisions set out in the Environmental Planning & Assessment Regulation 2000. Forms for this purpose can be collected from Council's offices.

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**Reason:** To ensure that fire and other safety measures are maintained in a proper working condition.

### (2) USE Condition – Discrimination Laws.

The applicant's attention is drawn to legislation regarding responsibility to provide an improved environment for disabled persons.

The *Disability Discrimination Act* (DDA) is commonwealth legislation that aims to increase the economic and social independence of people with a disability.

The DDA applies to discrimination against any person on the grounds of disability in the areas of: accommodation; education; access to premises; provision of goods; services and facilities; the activities of clubs or sports; and the request for information.

It should be noted that by the issuing of this consent the Council does not guarantee that all legislative requirements of the DDA or subsequent premises standards have been satisfied and that the owners/operators may still be subject to complaints being made under the DDA. It is advisable that the applicant should satisfy themselves with the requirements of the DDA and seek further professional advice if deemed necessary.

**Reason:** To clarify that the issuing of this development consent does not certify that the establishment or operation of the development satisfies all requirements of the *Disability Discrimination Act*.

### (3) USE Condition – Establishment of Landscaping.

Proposed landscaping in accordance with the approved plans for tree planting shall be maintained to ensure a dense screen is established. Such plantings are to occur within six (6) months from the date of this approval.

**Reason:** To minimise visual impact and promote/enhance the rural character of the area and Council's concern that the amount of vegetation in the Shire should continue to increase to improve the climate and appearance.

### (4) USE Condition – Hours of Operation.

The development shall only be conducted between the hours of:-  
Monday to Saturday from 7am to 8pm  
Sundays and public holidays from 9am to 5pm

**Reason:** So that the development does not reduce the amenity of the area.



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**(5) USE Condition – Clean and Tidy.**

The premises are to be maintained in a clean and tidy condition at all times.

*Reason: So that the development does not reduce the amenity of the area.*

**(6) USE Condition –Amenity General.**

The development is to be conducted in a manner that will not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil, by causing interference to television or radio reception or otherwise.

*Reason: So that the development does not reduce the amenity of the area.*

**(7) USE Non Standard Condition –EPA General Terms of Approval**

The construction and operation of the site must be done in accordance with the EPA General Terms of Approval which form a part of this consent.

*Reason: Protection of the Environment Operations Act 1997*

**DEVELOPMENT ASSESSMENT SIGNING OFFICER:**

A blue ink signature of Grace Foulds.

Grace Foulds  
Town Planner

20/2/19  
Date

Cootamundra Gundagai  
Regional Council  
Document Received  
10 OCT 2018

File No.....  
Initials.....

General Manager  
Cootamundra Office  
81 Wallendoon Street  
Cootamundra NSW 2590  
Email:mail@cgrc.nsw.gov.au

**Reference: DA 2018/94**

**Lot: 1 DP:1223224, Turners Lane Cootamundra**

We are writing this as a formal objection to the above Development Application, as we regard this proposal to detrimentally affect our home environment and the quality of our home life. We have included a number of reasons listed below:

- The letter received from Council regarding the above Development Application was signed and dated 19/9/18. As we have our mail delivered to our post office box we did not collect our mail until Tuesday 25<sup>th</sup> September. Hence we have had less than 15 days to make an objection to the proposal. The letter fails to inform us of the legal time frame we are entitled to for the objection. We assume it would be more than 15 days. Hence we request the appropriate time allowance for us to adequately object to the proposal.
- We have been unable due to work commitments to come in to view the full Statement of Environmental Effects which is available for viewing at the Cootamundra Council Office. Hence we are uninformed about the environmental impacts this proposal will have on our quality of living which given the small time frame we have had is totally unsatisfactory. On the Council website it states that documents will be on display for 28 days. Hence we request again for an appropriate time to allow us to become fully informed regarding the proposal.
- Regardless of time restriction we have tried to access this information online so as to be able to consider this proposal. We were unable to view the Statement of Environmental Effects on the Council website as the only current documents on public exhibition on the website was for Jubilee Park Concepts Plans. We were also unable to find any information regarding the proposal that can be accessed under the Government Information (Public Access) Act (GIPA), 2009 as per advised on the cover letter we received with this proposal.
- We are however writing this letter of objection so as to comply with the date stated in the Council letter received. Considering the inadequate time frame, without being able to access the Statement of Environmental Effects, the following are our initial objections to the proposal:

- Noise Impact

Disruption of quality of life for family time due to excessive hours of industrial noise – we will get no peace and quiet time in which to wind down and relax due to:

- The operation of the business 7 days per week
- Hours of operation being Monday to Saturday 7am to 8pm which is a thirteen hour day – which is five hours over a normal workday of eight hours
- Hours of operation Sunday and Public Holidays being 9am to 5pm
- What are the noise restriction limits with regards to industry working hours? (Have not had time to complete that research or had access to it via the Statement of Environmental Effects as previously stated.)
- Processing noise – we imagine that will be quite disturbing
- Noise carries up a hill as we already know due to the other industrial activity at the tip and the waste soil plant

- Visual Impact

- The unsightly footprint will further tarnish our rural outlook
- General untidiness of industrial sites

- Olfactory Impact

- Will there be an odour from processing of the products? (Again information is unavailable to us due to lack of access to the Statement of Environmental Effects)
- We already have two odour producing industries near us – The Waste Transfer Station and Waste Science which is a petrochemical soil reconditioning facility. If you include the local sewage plant that brings the total to three.

- Traffic Impact

- Excessive heavy vehicle traffic after regular working hours
- Reversing safety alarms on heavy vehicles – noise problem
- Weekend traffic

- Aesthetic Impact

- Overall aesthetic impact due to the above points
- Further loss of rural aspect

- Financial Cost Impact

- Building of visual and sound barrier through the plantation of trees which will consequently require a watering system
- Devaluation of property value – property value already affected by the tip and soil plant – how much further will our property be devalued due to this development?
  - Encroachment of rural residential land by industrial area – We were never notified that this rural land had been re-allocated to

industrial site/s. Have the Council brought the rural land to then deem it industrial? Where is the industrial/residential rural boundary? (Again we have not had the time to complete all investigations regarding this.)

- This will further impact the property valuation of any subdivisions of our land that may be possible in the future

While we value industrial growth and the prosperity of Cootamundra and surrounds we feel that the above Development Proposal would be better situated in the allocated industrial area of Cowcumbra Street.

These are our current objections without the viewing of the Statement of Environmental Effects. The above points are of paramount concern to our family and for our quality of life and for our financial well-being.

Yours Sincerely



9<sup>th</sup> October 2018

To Cootamundra-Gundagai Regional Council,

Re: Development Reference: DA 2018/94

Lot 1 Turners Lane Cootamundra

Cootamundra Gundagai  
Regional Council  
Document Received

10 OCT 2018

File No.....

Initials.....

Dear Mr. Luke Izzard,

Enclosed is our submission to the DA 2018/94 proposal which contains in dot-point form questions, queries and responses which we require to be addressed prior to any Cootamundra-Gundagai Regional Council final decision being made. We believe that any DA which is approved by Council should add value to the town and surrounding or affected area and should look at all times aesthetically appealing and the site be tidy and well maintained. Often an untidy operation is indicative of how poorly an operation is run in terms of management, profitability, safety for all its workers and the environmental and social good of the immediate neighbours. A good example in Cootamundra of a tidy, well laid out and maintained manufacturing operation is Cootamundra Oilseeds (Cowcumbra Investments). It is our hope that this DA will uphold the same high standards of operation!

Therefore, our concerns are with the following issues:

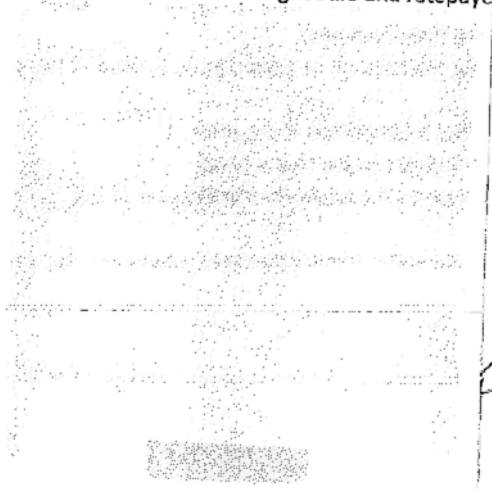
- 1) Maximum tonnage of tyres and bedding material that can be contained or stored unprocessed on site?
- 2) Maximum tonnage of processed materials from tyres and bedding that can be contained or stored on site?
- 3) Must they be stored at all times within secure/safe areas prior to and after processing?
- 4) What conditions will be in place to separate mattress material from tyres to lower the risk of fire? Is this separation to be maintained at all times?
- 5) What measures are in place to minimise the risk of fire with the tyres and the bedding material and the risk of a fire spreading from one to the other? Are there to be fire monitoring equipment as well as fire suppression procedures, systems and equipment in place at all times? After all we regularly see on the TV News such facilities as this for whatever reason going up in flames. Bedding material would be quite highly flammable one would think and tyres which, when they start to burn, are almost impossible to put out. Why are there so many fires at facilities such as these and has Council under-taken or required to be undertaken the fire risk of this facility?
- 6) Existing facility at Cowcumbra Place is an eyesore now with tyres and tyres on rims dumped all over the place as well as a giant mountain of rusted wire extracted from tyres, just building 'up and up'. What is to be done to stop this 'mess' being visible to all who drive past and to limit the amount of all these materials on site? After all, this place is not to be just another 'dump' or are they going to be allowed to dig a hole or holes and bury waste or unwanted materials?
- 7) Are conditions to include tree lines and aesthetic improvements which must be commenced at the beginning or start of the development and not left till the end as an after-thought?
- 8) What is e-waste? Is this waste from electronic equipment as separate from white goods?
- 9) What are the risks with e-waste and are there dangerous materials which are a by-product of any processing? Have any studies been done or will be required to be done if there are hazardous materials?
- 10) Run-off from the site as it is sloped and will be a largely developed site, is expected to go to the storm water catchment dam? If so is the dam large enough? What happens in excessively wet years if the is an 'overflow'? Will this excess be allowed to flow into the Muttama Creek?
- 11) Is the water draining to this stormwater catchment dam to be recycled for use on site?
- 12) Why is it that the DA Site Plans contain 'Future' cage storage when to minimise fire risk and to ensure a satisfactory level of safety for employees and visitors to the site, storages for tyres and mattresses should be in place at the commencement of operations? After all there could be all sorts of additional pests brought in or drawn-to these storage areas such as mice, rats, spiders and other unwanted insects, as well as snakes etc.
- 13) What measures will be put in place to make sure that what materials come to the site are to be processed and moved-on as quickly as possible and not allowed to be just stacked-up or dumped there for ever after?
- 14) What measures are to be put in place by Council to ensure that all times there is a high standard of tidiness maintained over the whole site? How will Council monitor or police this to ensure site does not deteriorate and become an eye-sore or mess? Does Council have the resolve to monitor or police this if there are complaints or grievances from neighbours or others in the community?
- 15) Are there any obnoxious odours or smells emanating from the proposed processes occurring at the site?



- 16) Are there any loud or annoying sounds or noises emanating from the proposed processes occurring at the site?
- 17) Does Council staff believe that a 'tidy' operation usually denotes an efficient, clean and well managed operation with strict adherence to OH and S issues as well as the conditions of the DA requirements for operations?
- 18) It is hoped that at all times the site should be 'Non-Smoking' with no 'open flames' burning waste materials, as the risk of an 'out-of-control' fire, we believe, would be very high?
- 19) Is electricity from the 'power grid' to be the only power source of the site?
- 20) Is it a large user of such power and if so will this have any long-term effects on power availability to the neighbours or any future developments?
- 21) Is there any chance of future connections for town water, or sewerage as a result of this or accompanying developments?
- 22) Where is the sewerage or effluent to go that is generated at the site?
- 23) What about the possibility of Natural Gas supply coming to the area?
- 24) Are there to be any studies (Statement) done on the Environmental impact of this development?
- 25) Can someone explain the processes involved in the whole operation? Obviously, there is:
  - a) Recycling?
  - b) Reprocessing?
  - c) Manufacturing?
  - d) Repackaging?
  - e) Initial Processing?
  - f) Bulk storing or storage?
  - g) Containerisation?
  - h) Other?
- 26) If there is run-off from the site to Muttama Creek, will it be EPA monitored?
- 27) Are the sheds connected to the storm-water tanks and are these tanks big enough? Is this water to be used on site and will there be any excess?
- 28) Where does the catchment drain deliver to?
- 29) Is there to be any initial solar panels installed? If so are they to be aesthetically appealing in their layout?
- 30) Any thoughts about other power sources such as generators or small wind turbine(s)?
- 31) A check with the ratepayers of Forbes has revealed that the applicant has a troubled history of compliance issues with his existing operation/s. What measures are to be put in place to ensure that such problems don't occur here with these proposed operations in Cootamundra?
- 32) The neighbours have genuine concerns as they purchased their blocks as 'lifestyle blocks', and believe they have a right to see that their 'quality of life' is protected?
- 33) Turners Lane is already experiencing a lot of traffic and there is a dual lane allowing safe turning to the left for vehicular movement coming from the town. However, what about a dual lane for vehicular traffic turning to the right (coming from the direction of Coolac or Jugiong)? This is a safety issue as with the development of both this proposal and also Scott Boxall's Transport business, not only will there be increased traffic turning to the right, but a considerable amount will be large "B Doubles", which if they have to stop to give way to oncoming traffic, will be very slow in the taking-off causing traffic to bank-up and interrupting the smooth and safe flow?
- 34) The only access to this site will be Turners Lane with no other changes envisaged in the future?

- 35) Will there be an eventual change of speed limit to further out from town on the Gundagai Road?
- 36) Why are tyres on rims being stockpiled at Cowcumbra Street premises?
- 37) We would like to have an on-site meeting with a suitable Council Representative to have the whole DA proposal verbally explained to us to ensure there is no confusion, as well as our queries answered in writing.

This list of queries is compiled for the Cootamundra-Gundagai Regional Council by the notified and affected neighbours and ratepayers of DA 2018/94 being:



## 8.3 OPERATIONS DIRECTORATE

### 8.3.1 FEBRUARY OPERATIONS REPORT

DOCUMENT NUMBER	297925
REPORTING OFFICER	Shelley Liehr, Executive Assistant - Operations
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>3. Sustainable natural and built environments: we connect with the places and spaces around us</b>  3.2 Our built environments support and enhance liveability
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	1. 2018-2019 Works Program - February 2019 <a href="#">↓</a>

### RECOMMENDATION

The Operations Update and Works Program for the month of February 2019 attached to the report be received and noted.

#### Introduction

This report provides a detailed update of the Operations Departments works for the month of February 2019.

#### Discussion

#### **Civil Works Section**

Over the last month the region has been hit by several storms resulting in flooding in the Cullinga/Rosehill/Burra areas. The localised flooding and associated debris which was washed from paddocks, blocked many culverts and overtopped roads. Crews worked well into the night to ensure roads could be reopened as quickly as possible and then spent the next couple of days cleaning up. High winds also brought down trees in the Stockinbingal and Cullinga areas which had crews again working late to ensure roads were clear.

Work on Adjungbilly Road is progressing well with earthworks well underway. At present, full road closures are required to enable work on the road to progress unhindered. These are being undertaken at 30 minute intervals. Culvert extensions have also commenced on the project. This project is being funded from the RESTAR NSW and Roads to recovery programs.

Road shoulder grading has been completed on sections of Rosehill and Dirnaseer Roads. The patching works on Brungle Road have also been completed. The final section of the access road to the Cootamundra truck wash has been constructed and sealed. Maintenance grading has been undertaken along Hopewood, Reef Creek, Jerusalem and Sheep Station Creek Roads.

Bitumen shire road maintenance including weed spraying and slashing has been undertaken as required and as the weather conditions permit.

Replacement of the kerb and gutter in Cooper Street adjacent to the Public school is now complete. Sealing of the road shoulder is yet to be completed. Drainage works have been undertaken in Homer Street to address water flow from the church area flowing onto the street.

Work has commenced on the replacement of the pedestrian bridge over Morley's Creek. New concrete plinths have been constructed at both the Cootamundra and Gundagai cemeteries.

Cootamundra staff have assisted with the preparation and clean-up for the Cootamundra annual beach volley ball competition. Works involved setting up signage for street closures and the cartage and placement of the sand for the courts.

Councils resealing Contractor Boral is continuing with resealing around the whole council area. Over the last two weeks they have completed the resealing of various segments on the Burley Griffin Way and Olympic Highway as part of the RMS contract. Other remaining shire roads and streets will be resealed over the next month.

New speed limit signs have been erected in Pinkerton Road and Gundagai Road. These new limits were initially reported to Council's Traffic committee and were subsequently approved by the RMS. These limits involve extending the 50Km/hr zones further and the removal of 70 Km/hr zones.

The Cootamundra water mains replacement works are still progressing along Hovell Street.

NBN contractors are also continue to work around the Cootamundra Township.

### **Parks & Recreation**

With the occurrence of several storms around the area over the past month Council staff have cleaned up a large number of fallen trees, branches and quite a lot of debris. Parks and gardens staff also assisted traffic control due to the dangerous flood water over several roads.

Australia Day celebrations were held at Jubilee Park in Cootamundra. The grounds were weeded and mown and the area prepared for the crowds gathered for the event.

Preparation for the annual beach volleyball tournament was undertaken in the days prior to the event. This involved painting the spectator grandstands, weeding courts, installing umpire stands, trimming trees, delivery of event bins along with other general set up duties as required.

Irrigation repairs were carried out at Stockinbingal Recreation Ground. The athletics track was line marked at Albert Park. The oval at Albert Park was also sprayed with a turf growth regulator that will inhibit vertical growth whilst improving the turf thickness, uniformity and health. The grass growing on to the synthetic cricket wickets on various grounds in Cootamundra were whipper snipped and cleaned. A new goal post has been installed at Clarke Oval prior to commencement of the upcoming AFL season, along with repairs to the irrigation. Nangus playground was maintained in readiness for the opening of the new playground. Staff also cleared up fallen trees and limbs in the area.

General maintenance including the tasks of weeding, mulching and watering have been carried out throughout parks and CBD garden beds. Street trees have been receiving extra water due to the hot and windy weather, with problem trees being inspected and maintained as necessary. Trimming of overhanging trees has commenced around Cootamundra laneways to provide better access for residents and the garbage truck. Staff also cleaned up a number of fallen trees and branches around Cootamundra due to several storms bringing down quite a lot of debris.

Planning of the Adventure Playgrounds in Jubilee Park and Carberry Park is well underway. Staff have met onsite with consultants to discuss proposed plans prior to finalisation of the designs. Gundagai Youth Council were also a part of these discussions to make contributions on behalf of Gundagai residents when the consultants visited Carberry Park.

The Dog on the Tuckerbox pond has received a new coat of paint. The surrounding area was also mowed. The Gundagai main street was cleaned using the new pavement scrubber.

### **Swimming Pool**

School swimming carnivals have been held at both Cootamundra and Gundagai pools over the past few weeks, a regional swimming carnival was also held at Cootamundra pool. The indoor pool was closed to the public on Saturday, 9<sup>th</sup> February for a private event.

### **Property Maintenance**

Paving works at the Mirrabooka building have now been completed. The next stage in the upgrade will see the installation of concrete pathways around the area.

The men's toilet door at the Wallendoon Street toilet block had to be repaired after the door had been kicked off the wall. Building maintenance repairs were carried out at the airport terminal building after damage was caused due to strong wind during recent storms.

### **Waste Services**

Green waste piles at Council's waste depots are scheduled to be chipped in the coming weeks. The volume of green waste at each of the waste sites has increased due to both the recent storms and Waste Amnesty Day.

Metal waste collections have been completed at the Gundagai waste depot. Metal waste is periodically cleared by metal recycling contractors.

2018-19 WORKS PROGRAM							February				March				April					May				June				
		PROJECT	Budget	Survey	Design	Progress	Expenditure	5th	12th	19th	26th	5th	12th	19th	26th	2nd	9th	16th	23th	30th	7th	14th	21st	28th	4th	11th	18th	25th
		Parker Street -Fuel Depot entrance		complete	complete	design	\$ 287,000.00																					
FCTW	C	Coota Saleyards Truckwash	\$ 333,000.00	complete	complete		\$ 301,000.00																					
SCF	C	Saleyards lighting			complete		\$ 186,000.00																					
R2R	C	Turners lane causeway and reconstruction	\$ 184,447.00	complete	complete																							
R2R	C	Yeo Yeo Hampstead shoulder -stage 2	\$ 120,000.00			complete	\$ 126,000.00																					
SCF	C	Rathmells Lane- Construction	\$ 200,000.00	complete	complete		\$ 243,000.00																					
		Rathmells Lane- Drainage				complete																						
RC/SC	C	Adjunbilly Road Construction	\$ 2,100,000.00	complete	progressing		\$ 758,000.00																					
SCF	C	Coota Footpath renewal Program	\$ 250,000.00			Total	\$ 162,000.00																					
		Parker St at Sacred Heart				75%																						
		Bourke St				complete	\$ 17,000.00																					
		Boundary Road- shared footpath				complete	\$ 110,000.00																					
		Cooper St Bourke to Adams				complete	\$ 35,000.00																					
SCF	G	Gundagai Footpath renewal Program	\$ 250,000.00			Total	\$ 69,311.00																					
		Punch Street				complete	\$ 32,000.00																					
		Byron Stret				complete	\$ 21,600.00																					
		Virgil Street				complete	\$ 15,711.00																					
RMS	C	Burley Griffin Way Heavy Patching.				complete																						
RMS	C	Burley Griffin Way shoulder grading.				complete																						
RMS	C	Olympic Highway Heavy Patching				complete																						
RMS	C	Olympic Highway shoulder grading				complete																						
		Regional Roads REPAIR Wambidgee Rd area	\$301,600				\$ 301,600.00																					
		Heavy Patching	TBC																									
	C	Shoulder Grading for resealing- Cootamundra				underway																						
	G	Shoulder Grading for resealing- Gundagai																										
	C	Pinkerton Road Drainage- Railway line to culve	\$ 65,000.00	complete	complete	complete	\$ 38,000.00																					
	C	O'Donnell/Murray St culverts	\$ 25,000.00																									
	G	Gundagai Kerb & Gutter	\$ 125,160.00																									
		Byron St																										
		First Ave																										
		Kitchener St																										
		Cootamundra Kerb & Gutter	\$ 124,200.00																									
		Justin Street																										
		Cooper St				underway																						
		Morleys Creek Bridge				underway																						
		Edwards Town road Bridge			complete	Complete	\$ 107,400.00																					
		Morleys Creek Fishing Jetty				Complete	\$ 5,300.00																					
		Sheridan St/West St round-about Intersection treatment		complete	progressing																							
		Rural Sealed Roads																										
		Resealing	\$ 2,021,714.00			33% done	\$ 675,000.00																					



## 8.4 ASSET MANAGEMENT DIRECTORATE

### 8.4.1 DRAFT ROADS MANAGEMENT POLICY

DOCUMENT NUMBER	297960
REPORTING OFFICER	Phil McMurray, Acting General Manager
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p><b>4. Good governance: an actively engaged community and strong leadership team</b></p> <p>4.1 Decision-making is based on collaborative, transparent and accountable leadership</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	Adoption of the draft policy will provide an appropriate policy in relation to Road Management.
ATTACHMENTS	<ol style="list-style-type: none"> <li>1. Draft Road Management Policy <a href="#">↓</a></li> <li>2. Road Management Guidelines <a href="#">↓</a></li> </ol>

### RECOMMENDATION

**The draft Roads Management Policy, attached to the report, be adopted.**

#### Introduction

The purpose of the Roads Management Policy is to provide guidelines for the management of roads in Cootamundra-Gundagai Regional Council. The Policy refers to the current version of Council's Road Management Guidelines, which may be amended from time to time. The Policy also identifies the circumstances under which Council will consider the acquisition of new roads or additional road lengths for inclusion to the Road Asset Register.

#### Background

The Roads Management Guideline, as attached, is intended to provide an important link between Council's Asset Management system and Council's road management operations. It will enable the practical application of asset management information in the planning of road works and provide a reference document for staff. It outlines Council's level of service for road maintenance activities and details its procedures for the management of its road network and road related infrastructure and activities. In particular the purpose of the Guidelines is:

- To describe the extent and hierarchy of Council's road network
- To describe Council's approach to unformed and unmaintained roads
- To explain where the funds come from to manage roads
- To outline how are the funds spent by detailing the road works performed by Council
- To document Council's roads maintenance activities

- To explain how Council, as the roads authority, will meet legal and community expectations for road safety
- To document how roads are inspected and records are maintained
- To assist Council to implement the outcomes of road condition inspection reports and Transport Asset Management Plan
- To assist in the planning of priority works programmes.



## Draft Roads Management Policy

### Policy Approval and Distribution

Approved by	Council resolution
Responsible Officer	Phil McMurray, Acting General Manager
Council Service Unit	Assets
Next Review Date	26-02-2022

### Version Control

Ref	Date	Description	Resolution Number
0.3	26-02-2019	Presented to Council for Adoption.	TBA

### Purpose

The purpose of the Roads Management Policy is to provide guidelines for the management of roads in Cootamundra Gundagai Regional Council. The Policy refers to the current version of Council's Road Management Guidelines, which may be amended from time to time. The Policy also identifies the circumstances under which Council will consider the acquisition of new roads or additional road lengths for inclusion to the Road Asset Register.

### Scope

This Policy applies to all Cootamundra Gundagai Regional Council officers involved in the management and operation of roads activities as well as consultants, contractors and others engaged by Council

### Legislative Framework

The relevant legal framework is contained in the Roads Act 1993, including but not limited to the following sections:

- Section 6 - Right of access to public road by owners of adjoining land
- Section 86 - Functions of council in respect of private roads
- Section 138 - Works and structures
- Section 139 - Nature of consent
- Section 142 - Maintenance of works and structures
- Section 146 - Nature of ownership of public roads

### Related CGRC Policies and Procedures

This Policy refers to the current version of Council's Road Management Guidelines, which may be amended from time to time.

Council's Roads Management Guidelines outline Council's level of service for road maintenance activities and details its procedures for the management of its road network and road related infrastructure and activities. In particular the purpose of the Guidelines is:

- To describe the extent and hierarchy of Council's road network
- To describe Council's approach to unformed and unmaintained roads
- To explain where the funds come from to manage roads
- To outline how are the funds spent by detailing the road works performed by Council
- To document Council's roads maintenance activities
- To explain how Council, as the roads authority, will meet legal and community expectations for road safety
- To document how roads are inspected and records are maintained
- To assist Council to implement the outcomes of road condition inspection reports and Transport Asset Management Plan.
- To assist in the planning of priority works programmes

## **Review Period**

This document is to be reviewed every 5 years to ensure that it remains relevant and meets legislative requirements.

## **Policy Statement**

### **Objectives**

Council's objective in the management of road assets include:

- Provide and maintain sustainable infrastructure and assets that enhance the public domain, improve the amenity and achieve better outcomes for the community.
- Facilitate and maintain well managed and integrated local roads and transport infrastructure and support the safety of movement for all users.
- Enhance the amenity and appearance of the CBD main streets in Cootamundra and Gundagai, to increase attractiveness and provide appealing and accessible CBDs.

### **Budgeting**

Council will assess, in formulating its annual road budget (in context of its overall budget), the appropriate allocation of funding to maintenance works in such a way as to generally achieve the best possible long term overall condition of the road network while balancing the competing needs within Council for the limited funds available to Council.

### **Resource Allocation**

Council will allocate human and financial resources in order to conduct inspections and assessments for the implementation of this policy and the procedures documented in the Road Management Guidelines, within Council's budget constraints.

### **Responsibility for unmaintained roads**

Council only maintains the roads that are included in Council's Road Segment Ledger (Roads Register). Maintained Roads have been constructed by Council or by another party to Council standards and formally handed to and accepted by Council.

The cost of maintenance of the unmaintained roads whether formed, unformed or unmade road reserve are the responsibility of the land owners who use the road to obtain access to private properties.

**Upgrading unmaintained roads**

Council will accept written applications to construct a formed road by applicants. Applications will be assessed and may be granted conditional approval.

The formation/construction of a road to Council standards does not automatically imply that Council will maintain the road. Council as a rule will only take over maintenance of the road if it provides a wider community benefit.

**Development Considerations**

Where the subdivision of land creates a new road, a condition of the development approval will be that the developer constructs the new road in accordance with Council requirements.

Where the subdivision of land or a new development involves the construction or upgrading of a road within an existing road reserve and the upgrade is solely for that development, a condition of approval will be that road access to that land is required to be upgraded to a standard prescribed by Council. In other cases, Council may negotiate with the proponent for a contribution towards the cost of the upgrade to enable the application to meet the requirements of the development.

Approval of a dwelling on a property on an unformed road or track does not commit the Council to the construction or repairs of that road. Council works are dependent on finances available and works programmed.

**Road Safety**

In accordance with the *Guide to Road Safety Part 4: Local Government and Community Safety* (AUSTROADS 2009) Council commits to:

1. Have a reasonable knowledge of the deficiencies in its road network and a long-term plan to remedy these as funds become available.
2. Conduct road safety audits for new facilities at a number of different stages from initial planning to opening.
3. Audit existing facilities from time to time to ensure that hazards are identified and assessed for remedial treatment.
4. Ensure Council's asset management policies and practices are geared towards maintaining a safe road environment.
5. Ensure that traffic management arrangements, including parking, will give due weight to safety considerations.
6. Appropriately manage vegetation in streets, roadsides and public open areas.



Cootamundra Gundagai Regional Council

## **Roads Management: Guidelines**

Version 1.0

February 2019



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**Document Control**

Issue	Rev	Issued to	Date	Author	Reviewed by	Approved by
DRAFT	0.1					
DRAFT	0.2	Phil McMurray	27/11/18	M Brearley and J Hansen		
A	1.0	Phil McMurray & Mark Ellis	8/2/19	M Brearley and J Hansen		

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Cootamundra Gundagai Regional Council  
Roads Management: Guidelines  
Version 1.0, February 2019

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## 1 Executive Summary

### Purpose of these Guidelines

Council's Roads Management Policy refers to these guidelines. The purpose of these guidelines is:

- To describe the extent of Council's road network
- To explain where the funds come from to manage roads
- To outline how the funds are spent by detailing the road works performed by Council
- To document Council's roads maintenance activities
- To explain how Council, as the roads authority, will meet legal and community expectations for road safety
- To document how roads are inspected and inspection outcomes recorded
- To assist Council to implement the Moloney Asset Management System Report and Transport AM Plan.
- To assist in the planning of priority works programmes

### Overview of road network

Council has over 1314km of road within its care. Of this, 106km are Regional Roads, 102km of sealed and 4km unsealed, maintained by Council and funded by the RMS Block Grant, REPAIR and Roads to Recovery Programs. The remaining 1208km of Shire Roads are owned and maintained by Council using grant funding for rehabilitation and maintenance, as well as income from Council's general fund. Approximately 602km of these Shire Roads are unsealed, with 606km sealed. The Shire has 66 bridges and 98 major culverts.

It is essential that Council maintain a current roads asset register with a consistent approach to road numbering. This is the responsibility of the Asset Manager.

A road hierarchy has been prepared, which is documented in **Appendix A**.

Council has several hundred km of unformed and unmaintained roads in the Shire. Guidelines for the management of these roads are contained in **Section 4** of these guidelines.

### Roads Activities and Funding

Council's projected annual expenditure on Roads Activities for the next 5 years averages \$8 Million per year. This expenditure is divided into the following activities:

- Operations
- Maintenance
- Renewals
- Upgrades (or Capital)

These activities are discussed in **Section 5** of the guidelines.

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Roads funding is sourced from multiple sources, including the Financial Assistance Grants (FAG), and grant programs such as Roads to Recovery, REPAIR, Regional Roads Block Grants and Town Improvement district special rates. Funding sources for each activity are discussed in **Section 6** of the guidelines.

Council's undertakes inspections on its road network as documented in **Section 7** of these guidelines.

#### Road Safety

As a road authority, it is Council's duty of care to take responsibility for the safe operation of the roads its management. **Section 8 describes** how Council commitment to road safety includes the implementation of a:

1. a process for identifying road safety issues and prioritising them,
2. a process for remedying these issues within a reasonable time frame
3. and a process for managing unsafe situations until remedial works can be undertaken.

Council is committed to implementing these processes to address hazardous locations and replace sub-standard facilities.

#### Renewal Expenditure

**Section 9** of these guidelines detail the application of the 2017 Moloney Asset Management Systems report. This report provided a summary of the major findings following the road asset condition surveys undertaken in June 2016 for Cootamundra district and March 2015 for Gundagai district. The report also describes the outcomes of financial modelling and makes recommendations for Council in the funding of road renewals. Moloney Asset Management advises that current level of renewal funding for road assets is at an appropriate level and needs to be maintained in real terms (CPI indexation). If funding is maintained, Council can expect a reduction on over intervention level assets (the backlog) in the long term.

Eleven renewal programs have been developed for Local Roads using the recommended renewal funding levels shown in Figure 1.4 of the report: "Moloney Asset Management Systems – Report Following the Survey of Road Assets for Cootamundra Gundagai RC June 2017", and are listed in **Appendix B**.

Renewal Programs for Regional Roads Works programs have been developed and are listed in **Appendix C**.

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## 2 Introduction

### Purpose of these Guidelines

- To describe the extent and hierarchy of Council's road network
- To describe Council's approach to unformed and unmaintained roads
- To explain where the funds come from to manage roads
- To outline how are the funds spent by detailing the road works performed by Council
- To document Council's roads maintenance activities
- To explain how Council, as the roads authority, will meet legal and community expectations for road safety
- To document how roads are inspected and inspection outcomes recorded
- To assist Council to implement the Moloney Asset Management System Report and Transport AM Plan.
- To provide priority works programmes

This manual is intended to provide an important link between Council's Asset Management system and Council's road management operations. It will enable the practical application of asset management information in the planning of road works and provide a reference document for staff.

### Overview of these Guidelines

- Provides information on State and Federal roads funding programs and how these funds are applied. *This will clarify where road funding comes from and where it must be spent.*
- Details the extent of Council's Roads network, by splitting the CGRC road asset register into categories that align with the funding allocations in the long-term financial plan. *This will make it easy to see where funds are being spent.*
- Describes Council's road management activities. *This will show how Council spends the roads budget.*
- Documents future budget requirements for each activity in alignment with the Moloney Asset Management Systems (MAMS) forecasts, implementing the recommendations for the road network described in the June 2017 MAMS report. *This will explain how the MAMS report can be implemented at CGRC.*
- Builds on the recent Transport Asset Management Plan. *The manual will be a natural progression of the Transport AM plan. It is putting the AM plan into practice.*
- Documents Council's roads hierarchy.
- Provides priority works programs for renewal works. *This will detail how Council can program road work in accordance with the MAMS report and Transport AM Plan, reduce the backlog, and get maximum "bang for buck".*



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- Assists with Council's risk management obligations by transparently documenting Council's decision making and processes.

### **Council's objectives in the management of road assets**

- Provide and maintain sustainable infrastructure and assets that enhance the public domain, improve the amenity and achieve better outcomes for the community.
- Facilitate and maintain well managed and integrated local roads and transport infrastructure and support the safety of movement for all users.
- Enhance the amenity and appearance of the CBD main streets in Cootamundra and Gundagai, to increase attractiveness and provide appealing and accessible CBDs.

### **Acknowledgements**

These guidelines reflect the extensive input from CGRC staff, particularly Phil McMurray, Mark Ellis, Kevin Britt and Simon Hanlon.

### **Disclaimer**

This document has been prepared for a particular purpose, using information made available by the client in accordance with the client's instructions. Users of this document should note the assumptions and approximations used. Any use of the document outside of the stated purpose is at the user's risk.

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### 3 Road Network

#### Description of the road network

Council has over 1314 km of road within its care.

Of this, 106km are **Regional Roads**, 102 km of sealed and 4 km unsealed, maintained by Council and funded by the RMS Block Grant, REPAIR and Roads to Recovery Programs.

The remaining 1208 km of **Shire Roads** are owned and maintained by Council using grant funding for rehabilitation and maintenance, as well as income from Council's general fund. Approximately 602 km of these Shire Roads are **unsealed**, with 606 km **sealed**.

The Shire has 66 **bridges** and 98 major culverts. A full asset list, and draft hierarchy is included as **Appendix A**.

#### Road Numbering

When the councils of Cootamundra and Gundagai were amalgamated the road asset registers of the two constituent Councils were merged to create one road asset register. Each Council had its own historical numbering system for road assets. Cootamundra had segmented all roads, creating another layer of detail, but Gundagai had not.

The current combined system of historical road numbers is not ideal. When Council engages contractors to inspect or work on Councils roads, there is an inconsistent approach. This creates problem when it comes time to record the inspections or completed works as the contractor's numbering system does not align with Council's. It compromises the asset register and creates another layer of work for staff in trying to cross match data.

Every road in the network needs unique identifying number for assigning and retrieving information<sup>1</sup>. The identifiers should be assigned based on a numbering system.

Council's asset management information system assigns a number to every asset: a random sequential number. However, in the future Council plans to should move to a consistent system, based on GPS co-ordinates to spatially reference the road assets. Council is free to develop a numbering system to suit its needs. The new numbering system will

- Be appropriate for use by indoor and outdoor staff
- Have simple rules for assigning numbers to roads
- Allow for the accommodation of new roads
- Not be too complex
- Allow for the existing numbering systems to incorporated where possible

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<sup>1</sup> IIMM International Infrastructure Management Manual 2015 Section 2.4.3 Asset Identification Systems

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It is essential that Council maintain a current roads asset register with a consistent approach to road numbering. This is the responsibility of the Asset Manager.

## Road Hierarchy

### Current Status

Council's road asset register does not apply a holistic road hierarchy across the road network. Roads are classified based on the hierarchy of their previous Council (either Cootamundra or Gundagai). Neither of the previous organisations utilised an industry standard road hierarchy – instead developed a system that met their needs at the time.

### Proposed Road Hierarchy

To meet the needs of the new Regional Council, it would be prudent to introduce a new uniform road hierarchy. To enable benchmarking with other Councils and State Government agencies, it is recommended that an industry standard, such as the IPWEA NSW Local Government Functional Road Classification be used.

The long-term financial plan splits road related income and expenditure into four asset types: State roads, Regional roads, local rural roads and town and village streets.

The following Road Hierarchy is proposed. Note it matches the *IPWEA NSW Local Government Functional Road Classification*, with an additional level (unformed local access roads) included to meet the specific needs of a rural Council.

Figure 1: Proposed Road Hierarchy



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### ***Alignment with the Council's Long Term Financial Plan***

In accordance with the structure of Council's long-term financial plan, each classification in the hierarchy will have an accompanying "financial" classification. For instance, an Arterial Road could be a State Road or a Regional Road. A Local Collector Road could be in a rural or town environment, and thus be classified as a Local Rural Road or Town and Village Street. Generally speaking however, Unformed Local Roads are modest service tracks to a rural property and are thus classified as Local Rural Roads only.

#### **Arterial Roads**

- State Roads
- Regional Roads

#### **Primary Collector Roads**

- Local Rural Roads
- Town and Village Streets

#### **Local Collector Roads**

- Local Rural Roads
- Town and Village Streets

#### **Local Access Roads**

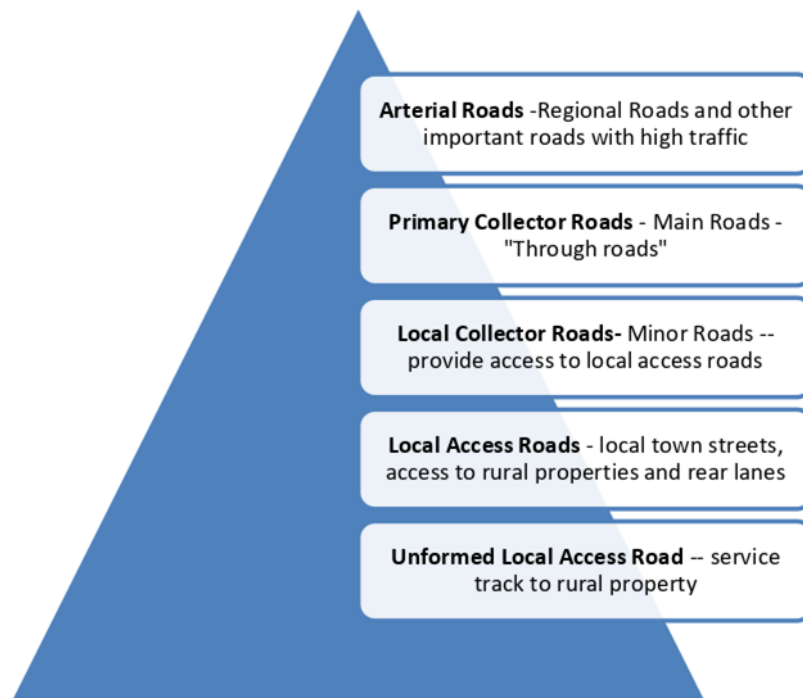
- Local Rural Roads
- Town and Village Streets

#### **Unformed Local Access Roads**

- Local Rural Roads

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Figure 2: Proposed Road Hierarchy with Brief Descriptions



### *Classification of CGRC Roads using the Proposed Road Hierarchy*

A good working knowledge of the local road network is needed in order to classify roads in a new hierarchy. Many roads can simply be re-classified based upon their classification in the previous Cootamundra and Gundagai systems. However, there is likely to be a cohort of roads that will be difficult to reclassify.

## 4 Unformed and Unmaintained Local Access Roads

### Definitions

- **Maintained Road**- A road that is included in Council's Road Register and maintained by Council.
- **Unmaintained Road**: - A road that is not included in Council's Road Register and not maintained by Council.
- **Constructed Road**: - A road constructed to Council's standards.
- **Formed Road** - A road that does not have gravel paving, but which is formed using a grader so that stormwater will drain off laterally
- **Unformed Road** - A road reserve that has been cleared and open to use by the public
- **Unmade Road** - A road reserve that has had no capital improvement including clearing, formation and gravel paving. An unmade road may be trafficable or un-trafficable in all weathers

### Background

Council currently looks after approximately 606 km of unsealed roads at an average annual cost of \$8 million. The roads that Council currently maintains are listed in Council Roads Asset Register. There are hundreds of kilometres of roads in our local government area (LGA) that are presently identified as unmaintained, i.e. those that do not receive regular grading or any other works thereon. The cost to construct and maintain these roads is clearly unaffordable.

The issue of roads that should be maintained by Council is an emotive one, where in certain cases an expectation exists for Council to maintain every rural road to each ratepayer's property. This issue can become complicated when a dwelling is constructed on an unmaintained road, and is subsequently sold to a new owner, who may not be aware that the access is unmaintained.

Council has begun the process of identifying unmaintained local access roads and will update the information in the asset register. Appendix C contains a notation regarding some unmaintained roads that were identified at a workshop held 6 December 2019.

### Policy considerations

#### *Responsibility for unmaintained roads*

Council only maintains the roads that are included in Council's Road Segment Ledger (Roads Register). Approximately 1314 km of roads have been listed in the Road Register in 2017. Maintained Roads have been constructed by Council or by another party to Council standards and formally handed to and accepted by Council.



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The cost of maintenance of the unmaintained roads whether formed, unformed or unmade road reserve are the responsibility of the land owners who use the road for access to private properties.

### ***Upgrading unmaintained roads***

Council will accept written applications to construct a formed road by the applicants. Applications will be assessed and may be granted conditional approval based on conditions.

The formation/construction of a road to Council standards does not automatically imply that Council will maintain the road. Council as a rule will only take over maintenance of the road if it provides a wider community benefit.

Following construction of the road in accordance with conditional approval and its acceptance by the authorised Council officer, Council may assume responsibility for its maintenance, subjected to conditions stated above.

### **Development considerations**

Where the subdivision of land creates a new road, a condition of the development approval will be that the developer constructs the new road in accordance with Council requirements.

Where the subdivision of land or a new development involves the construction or upgrading of a road within an existing road reserve and the upgrade is solely for that development, a condition of approval will be that road access to that land is required to be upgraded to a standard sufficient to serve that development. In other cases, Council may negotiate with the proponent for a contribution to the cost of the upgrade to enable the application to meet the requirements of the development.

Approval of a dwelling on a property on an unformed road or track does not commit the Council to the construction or repairs of that road. Council works are dependent on finances available and works programmed.

## 5 Roads Activities

### Overview of Roads Expenditure

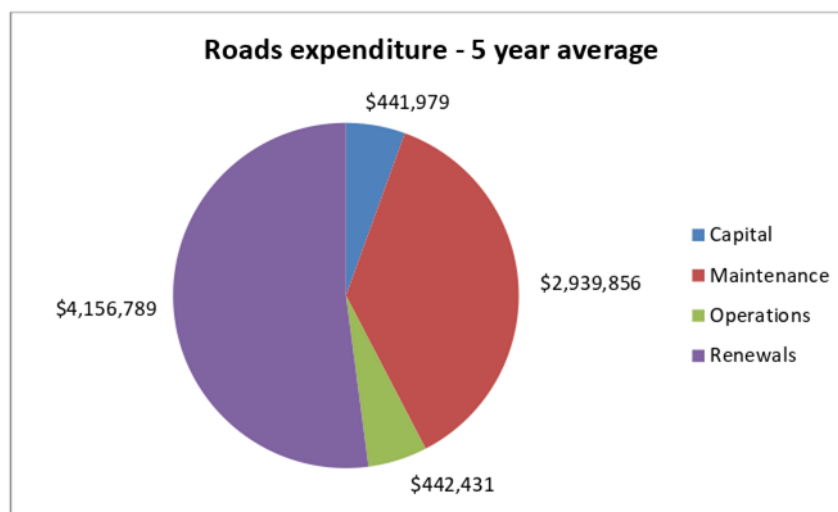
Council's projected annual expenditure on Roads Activities for the next 5 years averages \$8 Million per year (*source: Long Term Financial Plan Version 2.8, and Transport Asset Management Plan Version 1.2*).

This expenditure is divided into the following activities:

- Operations
- Maintenance
- Renewals
- Upgrades (or Capital)

Figure 3, below, illustrates the average annual break-up of expenditure, sourced from Council's 10 year Long Term Financial Plan. The remaining sections describe each of these activities. The remaining Chapters of these Guidelines focus on renewal expenditure, as this is a critical indicator of Council's financial sustainability.

Figure 3: Average annual expenditure projections on roads over 5 years



### Operations

Operational activities are those regular activities that are required to continuously provide the service including management expenses, street lighting, asset inspection, street furniture, signs, line marking and other overheads.

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The road network is inspected regularly for safety, for valuation and in order to develop annual cyclic maintenance programs including:

- Footpath and kerb and gutter repair programs
- Gravel re-sheeting program (unsealed roads)
- Maintenance grading program (unsealed roads)

Council strives to inspect all bridges and culverts (Level 1 Inspections) annually, depending on available staff resources.

## Maintenance

Most of Council's road maintenance is reactive. Each year staff compile a program for planned maintenance work however it is heavily impacted by the need for urgent repairs and reactive maintenance. Council's resources are too limited to fund two crews: planned and reactive maintenance. Council however has an officer dedicated to the important role of full-time sign maintenance.

Council's operational staff are multi-skilled and perform the following road maintenance tasks:

- Maintenance grading
- Pothole patching (gravel road, Jetpatcher and cold mix)
- Shoulder maintenance and edge repairs
- Footpath maintenance including grinding and slab replacement, (depending on safety risk)
- Kerb and gutter repairs, where there is a safety risk
- Line marking
- Bridge repairs
- Clearing table drains and culverts
- Guard rail repairs
- Vegetation management (seasonal)
- Roadside furniture maintenance
- Delineation (guideposts) maintenance
- Bridge and culvert repairs
- Sign maintenance

## Renewal

Refer to Chapters 9 and 10

## Upgrade

Council selects upgrade projects for funding based on known priorities and community input. In determining priorities Council considers traffic volume, current condition and the percentage of heavy vehicles using the road.

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Whilst there is a desire in the community for Council to seal a number of unsealed roads, particularly when new residents relocate to properties accessed only by a gravel road, Council does not have the funding to accommodate this desire. It is Council's preference to maintain unsealed roads as gravel roads because they are more cost-effective to maintain.

It has been Council's experience in the past, that the full reconstruction associated with preparing a road for sealing (correcting defects with vertical and horizontal alignment) is prohibitively expensive. There is generally a valid reason why an unsealed road has not been sealed to date.

#### Priorities for Upgrade/ New Capital Works

The Transport Asset Management Plan<sup>2</sup> also identified the following priorities for future upgrade, subject to funding:

- Muttama Rd is the regional road link between the population centres of Cootamundra and Gundagai, and is considered the most critical road assets and the highest priority for renewal and upgrading expenditure.
- The crossings of Reef Creek and Mooney Mooney Creek are inadequate for the high heavy vehicle traffic loading, and upgrading is currently unfunded. Council will consider applying for a change to the road classification from Regional Road to State Road.
- Upgrading of the single lane bridge at Punch St, Gundagai, is also considered as a high priority. Project is yet to be scoped and grants sought to provide funding. Works are yet to be funded.

These priorities are subject to the availability of grant funding.

Table 5-1: Council's Current Four-Year Program for Upgrade/ New Capital Works<sup>3</sup>

Project	2018-19	2019-10	2010-11	2011-12
Adjungbilly Rd construction	1,600,000			
Kerb and gutter construction	45,000	90,000	105,000	105,000
Bitumen shire roads - Upgrade of culverts and causeways	30,542	31,244	31,963	32,698
	<b>1,675,542</b>	<b>121,244</b>	<b>136,963</b>	<b>137,698</b>

<sup>2</sup> and <sup>3</sup> Transport Asset Management Plan Version 1.2, adopted by Council on 25 September 2018

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## 6 Roads Funding

### Funding Sources

The current funding sources for Council's Roads construction and maintenance programs are shown in Table 6-1 **Error! Reference source not found..**

**Table 6-1: 2018/19 Roads Funding**

Funding Program	Activity	Description	2018/19
Regional Roads Maintenance	Regional Roads	Annual Block Grant to cover all maintenance and renewals on Regional Roads	\$858,840
Regional Roads Construction	Regional Roads	Annual construction grant. "Repair" Programme 50% funding. The 50% Council contribution to come firstly from the Block Grant, then the FAG, then the Roads and Bridges Reserve in that order depending on available funds.	\$155,000
Local Roads Construction and Maintenance	Local Roads	Part of the Revenue Sharing Financial Assistance Grant (FAG) from the Federal Government. This is an untied block grant distributed by the NSW Grants commission.	Varies
Roads to Recovery	Local Rural Roads	Additional funding by the Federal Government based on 72% of the FAG grant in 4 year blocks. No announcement about funding beyond 2019	\$1,307,765
Roads to Recovery	Town and Village Streets	Additional funding by the Federal Government based on 72% of the FAG grant in 4 year blocks. No announcement about funding beyond 2019	\$260,100
Fixing Country Roads	Local Rural Roads	NSW Restart NSW Grant program	\$1,600,000
Gundagai Town Improvement Rate	Gundagai Main Street	Applied to Gundagai town centre including footpaths, K&G	\$283,895
Total			<b>\$4,465,600 PLUS FAGS GRANT</b>

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## Funding sources for Local Roads maintenance activities

A simplistic list of funding source for each road activity is shown in Table 6-2.

**Table 6-2: Funding sources for activities on Local Roads**

Activity	Funding source
Gravelling	Local Roads FAG
Resealing	Local Roads FAG
Rehabilitation	Local Roads FAG
Kerb and Gutter	Town Improvement District
Drainage	Town Improvement District
Footpath Renewal	Town Improvement District
Footpath Expansion	Local Roads FAG
Roadworks	Local Roads FAG
Specific Road Renewal projects	Roads to Recovery
Shared Cycleway	Special RMS grants when available & FAG
Bridges	Local Roads Reserve plus Commonwealth Bridge Renewal Program grant funding when available
Timber Haulage	Special Grants
Guardrail	No allocation.



## 7 Roads Inspections

### Types of Inspection

Council performs the following types of inspection<sup>4</sup> to assess the condition of road assets:

- Routine inspections
- Reactive or requested inspections
- Ad hoc inspections

### Routine Inspections

Routine inspections are performed at regular intervals recognising that road assets degenerate and lose full capacity. The frequency of the inspection routine depends on environmental conditions and on the asset type that is the focus of the inspection at the time. For instance, Council should routinely inspect safety barriers. For all locations other the National Highway, rigid concrete barriers should undergo a visual inspection every 5 years and flexible wire rope barriers every 2 years<sup>5</sup>.

Council is in the process of developing a routine inspection plan for road assets (including procedures for documenting inspection outcomes), subject to staffing resources.

### Reactive or Requested Inspections

One of the greatest sources for inspection is the general public. Requests from the community are logged and inspections are carried out by technical officers to ascertain the extent of the problem. Once this has occurred, the inspection outcomes are recorded against the request and maintenance or renewal/ upgrade is programmed, subject to available budget and prioritisation.

Council is yet to set response times for reactive inspections i.e.: how soon after a request is made Council will inspect the location, but this does not appear to be a community concern at this time. Council however strives to achieve short response times when a safety risk has been flagged.

### Ad Hoc Inspections

Council technical officers and other staff regularly report any damage they observe whilst undertaking work on other assets in the area. The defects are logged and appropriate maintenance programmed. Defective signage is inspected and rectified promptly.

Council's overseers currently drive every road in the local government area each month. Whilst defects are currently communicated verbally to maintenance staff to rectify defects, Council is

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<sup>4</sup> AUSTROADS Asset Management Strategy for Road-related Assets (Safety Infrastructure) 2018 Section 2.7 Condition Assessment Monitoring and Performance

<sup>5</sup> Source of inspection frequencies: ROADS ACT (2011) as quoted in AUSTROADS Strategy

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seeking to move to an integrated electronic system involving tablets in the near future, subject to staffing resources.

Council may choose to implement the REFLECT Software for local roads, which is currently required for the management of State and Regional Roads. The implementation plan for REFLECT will include appropriate levels of resourcing.

## 8 Road Safety- Council's Responsibility

### The Role of Local Government

Part 1 of the *Guide to Road Safety: Road Safety Overview* (Austroads 2006a) points out that road safety is a core responsibility for local councils across Australia. The community expects a high level of road safety. Road crashes result in serious financial losses and emotional trauma which affect communities, particularly smaller communities like Cootamundra Gundagai, where people killed or injured and their families or businesses are more likely to be known to other community members. Road safety is high on the political agenda, and road crashes attract wide media coverage.

According to the *Guide to Road Safety Part 4: Local Government and Community Safety* (AUSTROADS 2009) every Council has an important four part role to fulfil in improving road safety, e.g.:

1. it has primary responsibility for the safety of the roads it owns and manages
2. as a planning authority, it has a duty to consider the road safety implications of decisions regarding land use and the form of developments on roads that it controls, and may have an advocacy and/or partnership role in other situations
3. it has a role in lobbying higher levels of government for funding transport infrastructure and services which will benefit the community and for changes to legislation which may have a particular impact on its community, e.g. aspects of police traffic enforcement
4. it has a role in engaging and empowering its community in relation to road safety issues, in encouraging safe road user behaviour, and in coordinating local resources for better road safety outcomes.

It is one of the aims of this document to assist Council staff in fulfilling the first role – Council's role as the road authority.

### Duty of Care

When considering roads under the care and control of Council, road agencies, like Cootamundra Gundagai Regional Council, have a duty of care to provide safe travel. This duty of care has evolved in recent decades.

*In Australia, a series of court decisions at the start of this century have effectively removed the former doctrine of highway immunity which protected road agencies from legal claims arising from road deficiencies which they had not addressed. This has been replaced by a recognition that road agencies owe all road users a duty of care, and must do what is reasonable to be aware of deficiencies in the road transport system, to assess and prioritise them, and have a system for remedying them (Sarre 2003).<sup>6</sup>*

These legal decisions have established that local councils owe road users and adjoining land owners a duty of care. They are expected to keep the road transport system as safe as their resources will allow, and to alert road users to foreseeable dangers.

<sup>6</sup> Austroads (AGRS01-13) Guide to Road Safety Part 1: Road Safety Overview Section 3.3 Road Agencies Duty of Care

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Local councils are obliged to have in place reasonable programs of inspection to allow them to identify problems with their roads. This assessment should even take into account the fact that road users might fail to take proper care of their own safety.

Road agencies should also have in place arrangements to make sure that deficiencies which pose a risk to road users are dealt with in a reasonable time, having regard to available resources.

Note that the requirement of duty of care does not demand that there be no deficiencies in the road transport system – only that a local council will do what is reasonable to monitor and remedy problems. The court decisions recognise that the resources available to the council, including the availability of material and skilled labour, may limit how quickly repairs can be made, and how work is to be prioritised. If limited resources result in a delay to remedying a situation which is hazardous for road users, the road agency should consider other alternatives such as using signs to alert road users of the hazard or, in extreme cases, closing the road.

### Implications of the Duty of Care

The chief implications of Council's duty of care is that Council must take responsibility for the safe operation of the roads they manage.

The minimum commitment<sup>7</sup> to road safety is:

1. a process for identifying safety issues and prioritising them,
2. a process for remedying these issues within a reasonable time frame
3. and a process for managing unsafe situations until remedial works can be undertaken.

Each of these processes must be defensible as 'reasonable'.

Most Councils seek to go beyond this minimum. At the very least, most local Councils strive to improve their road network, and these improvements include addressing hazardous locations and replacing sub-standard facilities.

### Council's Commitment to Road Safety as a Road Authority

In order to meet legal and/ or community expectations, Cootamundra Gundagai Regional Council is committed to: understanding the deficiencies in its road network, managing traffic and managing maintenance issues.

In accordance with the *Guide to Road Safety Part 4: Local Government and Community Safety* (AUSTROADS 2009) Council will commit to:

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<sup>7</sup> Austroads(AGRS004-009) Guide to Road Safety Part 4: Local Government and Community Safety Section 1.4 Local Government's Duty of Care as a Road Authority

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1. Have a reasonable knowledge of the deficiencies in its road network and a long-term plan to remedy these as funds become available. *Council performs three types of inspection as described in Section 6. Council's experienced staff are familiar with the idiosyncrasies and deficiencies of the local road network.*
2. Conduct road safety audits for new facilities at a number of different stages from initial planning to opening.
3. Audit existing facilities from time to time to ensure that hazards are identified and assessed for remedial treatment.
4. Ensure Council's asset management policies and practices are geared towards maintaining a safe road environment. *For instance, an adequate inspection system (including night-time inspections for signs and delineation) will be implemented when staffing resources permit, to ensure road assets are adequately maintained.*
5. Ensure that traffic management arrangements, including parking, will give due weight to safety considerations. *Council implements best practice traffic management, fit for purpose, in towns and villages.*
6. Council will manage vegetation in streets, roadsides and public open areas. Trimming vegetation can maintain sight distance at intersections and roundabouts, avoid obscuring signs, maintain adequate lateral clearance, and maintain overhead clearance to avoid forcing high vehicles into the middle of the road or forcing pedestrians off the footpath. *Council's operational staff undertake seasonal vegetation management as required.*

## 9 Expenditure on Road Asset Renewal

This section focusses on the asset renewal component of Roads expenditure, which is a critical indicator of Council's financial sustainability.

### Moloney Report

In June 2017, Moloney Asset Management Systems provided a detailed report to Council titled "Report following the survey of road assets for Cootamundra Gundagai RC June 2017". The report provided a summary of the major findings following the road asset condition surveys undertaken in June 2016 for Cootamundra district and March 2015 for Gundagai district by Moloney Asset Management Systems. The report also describes the outcomes of financial modelling and makes recommendations for Council in the funding of road renewals.

Moloney Asset Management advises that current level of renewal funding for road assets is at an appropriate level and only needs to be maintained in real terms (CPI indexation). If funding is maintained, Council can expect a reduction on over intervention level assets (the backlog) in the long term.

Earlier advice from Moloney suggested that the level of renewal funding should incur a 10% annual compounding increase for 10 years. This recommendation did not align with the modelling outcomes, detailed commentary and other recommendations, found in the body of the report. Discussions with the report author, Peter Moloney, identified this error. The corrected Moloney report was received by Council on 3 October 2018, and is used to inform the planning or renewal works for road assets.

### Major Report Findings

- The road assets within the Cootamundra Gundagai Region were found to be in fair overall condition, with an estimated backlog at the upper end of the acceptable range. Moloney advises that it would be desirable to reduce this backlog in the longer term. (The backlog consists of road assets that have deteriorated to the intervention level over time, but have not yet been renewed or replaced due to budget constraints.)
- Council's renewal expenditure on the road network is considered reasonable by industry standards.
- The planned total renewal expenditure for road assets of \$4,290,000 per annum, if maintained and distributed between the asset groups (i.e.: sealed surfaces, sealed road pavement, unsealed road pavements, kerbs, footpaths and bridges) on a **needs basis** could deliver a 15% reduction in the number of over intervention level assets after 10 years. Hence Moloney considers the planned renewal expenditure to be at an appropriate total level.
- The funding strategy for road asset renewals recommended by Moloney is predicted to lower the number of assets at intervention level by 15% over the next 10 years and



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Moloney advises that can be achieved with the current planned total renewal expenditure redistributed amongst the asset groups and indexed for CPI. The recommended expenditure levels in the Moloney report are shown below:

**Table 9-1 Recommendations for Renewal Funding from Moloney Asset Management Systems**

Asset Group	2018/19	2019/20	2020/21	2021/22	2022/23
Sealed pavements	\$2,064	\$1,330	\$1,330	\$1,330	\$1,330
Unsealed pavements	\$471	\$640	\$640	\$640	\$640
Sealed surface	\$1,433	\$1,850	\$1,850	\$1,850	\$1,850
Kerbs	\$61	\$235	\$235	\$235	\$235
Footpaths	\$116	\$40	\$40	\$40	\$40
Bridges	\$195	\$195	\$195	\$195	\$195
<b>Total</b>	<b>\$4,340</b>	<b>\$4,290</b>	<b>\$4,290</b>	<b>\$4,290</b>	<b>\$4,290</b>

**Note:** All figures in Table 2 above in \$000, in 2018 dollars. CPI increases should be applied each year

Moloney recommended that another condition survey of all CGRC road assets be performed in 3-4 years. Given that the condition survey of Gundagai district road assets took place in 2015, a comprehensive survey of all the road assets, across both the Cootamundra and Gundagai districts is suggested for 2019. This will achieve consistent a data set across the whole road network.

In modelling the asset data, Moloney uses asset degradation or performance curves. Degradation curves serve two important functions. They are used in financial modelling to predict future asset condition and they inform depreciation in the accounting system. Once two or more consistent condition surveys have been undertaken, Moloney can develop degradation curves specific to CGRC roads. This will improve the accuracy of both recommendations for renewal funding and asset financial values.

### Transport Asset Management Plan

An Asset Management Plan for transport assets was developed in mid-2018 using the Moloney report on asset condition.

#### **Required Renewals identified by the Transport AM Plan**

From the condition data, it was possible to calculate using the Oranasoft Model, the value of assets that had deteriorated beyond the intervention level (backlog) and how much Council could spend on road asset renewal each year to address the cohort of assets reaching the intervention level that year. Assets were condition graded on a 1-10 scale, by Moloney, with 1 being perfect and 10 being no longer serviceable. The intervention level for modelling was set at 7.

The annual renewal expenditure recommended by Moloney is less than the average amount projected by the AM modelling process. This is because Moloney proposes to reduce the

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percentage of over intervention level assets (backlog) by 15% over the next 10 years. The AM Plan shows how Council can renew all over intervention level asset and eliminate the backlog. The annual renewal expenditure for road assets recommended by Moloney of \$4,290,000 is the recommended target annual renewal expenditure.

## Long-term Financial Plan

Council's long-term financial plan includes as capital items expenditure on asset renewal for three asset groups:

- Regional roads
- Local rural roads and
- Town and village streets

Table 9-2 Renewal expenditure planned in Council's LTFF

Component	Work Description	2018/19	2019/20	2020/21	2021/22	2022/23
Pavement	Regional roads repair program	\$310	\$316	\$323	\$329	\$336
Seal	Regional roads resealing	\$82	\$83	\$84	\$85	\$86
Pavement	Town streets - rehabilitation	\$0	\$162	\$166	\$170	\$173
Pavement	R2R - town roads	\$275	\$265	\$271	\$276	\$282
Pavement	Roads to recovery projects	\$1,441	\$1,334	\$1,361	\$1,388	\$1,416
Pavement	Gravel roads - Gravel resheeting	\$160	\$164	\$167	\$171	\$175
Seal	Village streets - resealing	\$50	\$51	\$52	\$54	\$55
Seal	Town streets - resealing	\$250	\$256	\$262	\$268	\$274
Seal	Bitumen shire roads - resealing	\$448	\$458	\$469	\$480	\$491
Seal	Additional road renewal < Maloney -	\$0	\$0	\$300	\$307	\$314
Seal	R2R: Bitumen shire roads - resealing	\$197	\$201	\$206	\$211	\$216
Kerb	Kerb & guttering	\$378	\$387	\$396	\$405	\$414
Footpaths	Footpath maintenance	\$65	\$66	\$68	\$69	\$71
Footpaths	Footpath maintenance	\$5	\$5	\$6	\$6	\$6
Bridge	Reef Creek Bridge Replacement	\$0	\$300	\$0	\$0	\$0
Bridge	Mooney Creek Bridge Replacement	\$0	\$0	\$300	\$0	\$0
Bridge	R2R: Edwardstown Road Bridge	\$120	\$0	\$0	\$0	\$0
Total	32	\$3,781	\$4,050	\$4,429	\$4,217	\$4,307

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*Note: All figures in Table 4 in \$000.*

From Table 4, it can be observed that Council intends to increase road renewal expenditure towards the recommended level of \$4,290,000 recommended by Moloney.

The key to achieving the reduction in over intervention level assets targeted by Moloney will be ensuring that the funds are spent on an “as needs basis”. Moloney has specified which asset groups should get increases or decreases in renewal funding compared to 2018/19.

Table 9-3 Changes to road renewal funding to achieve target set by Moloney

Asset Group	2018/19		2019/20
Sealed pavements	\$2,064	Decrease	\$1,330
Unsealed pavements	\$471	Increase	\$640
Sealed surface	\$1,433	Increase	\$1,850
Kerbs	\$61	Increase	\$235
Footpaths	\$116	Decrease	\$40
Bridges	\$195	Maintain	\$195
Total	\$4,340		\$4,290

### Summary

- Moloney Asset Management Systems recommends a level of renewal expenditure of \$4,290,000 per year, increasing annually by CPI.
- The AM Plan modelling process generates list of required renewals based on the value of assets that deteriorate beyond the intervention level (backlog) each year. It is important because it shows the magnitude of the challenge facing Council in managing asset renewals.
- The renewal funding recommended by Moloney is predicted to lower the number of assets at intervention level by 15% over the next 10 years. It can be achieved with the current total renewal expenditure redistributed amongst the asset groups and indexed for CPI
- Note, the annual renewal expenditure recommended by Moloney (\$4,290,000) is less than the average amount projected by the AM modelling process (\$6,438,000). This is because Moloney proposes to reduce the percentage of over intervention level assets (backlog) by 15% over the next 10 years. The AM Plan shows how Council can renew all over intervention level asset and eliminate the backlog.
- It is recommended that Council implement the Moloney report regarding the amount of planned renewal expenditure for each asset group each year.
- A comprehensive survey of all the road assets, across both the Cootamundra and Gundagai districts is suggested for 2019

## 10 Renewal Program

### Regional Roads

Works programs have been developed using the recommended renewal funding levels shown in Figure 1.4 of the report: “Moloney Asset Management Systems – Report Following the Survey of Road Assets for Cootamundra Gundagai RC June 2017”, and are listed in **Appendix B & C**

### Local Roads

The Transport AM Plan contains 11 works programs for 2018/19 and 2019/20, which allocate expenditure roughly equally between Cootamundra and Gundagai:

1. Sealed pavements – Gundagai
2. Sealed pavements – Cootamundra
3. Reseals Gundagai
4. Reseals Cootamundra
5. Gravel resheeting Gundagai
6. Gravel resheeting Cootamundra
7. Kerbs Gundagai
8. Kerbs Cootamundra
9. Footpaths Gundagai
10. Footpaths Cootamundra
11. Bridges

These programs list the assets that have reached intervention level and need to be renewed now or will reach intervention level in the coming 12 months and need to be replaced in 2019/2020. The lists are the output of modelling with additional post-modelling analysis.

Further refinement of these works programs is proposed, to align each proposed project with a funding source, based on the class of road in the hierarchy.

Works programs have been developed using the recommended renewal funding levels shown in Figure 1.4 of the report: “Moloney Asset Management Systems – Report Following the Survey of Road Assets for Cootamundra Gundagai RC June 2017”.

### Methodology for determining works programs

The methodology for determining the Works Programs is documented below:

1. Review the Oranasoft model outputs for each asset category.
2. Add an additional column. Show works completed since the time of the Moloney assessments as a “1”
3. Add notes where reseals nominated are included in a pavement reconstruction

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4. Filter out works completed and generate worksheets for both Gundagai and Cootamundra
5. Utilising the recommended expenditure in Figure 1.4 from the Moloney report, split this budget 50% on the former Gundagai Council network and 50% on the former Cootamundra Council network
6. Apply this recommended expenditure to the "Replacement Cost" column in the generated worksheets for 2018-19 and 2019-20
7. Review the projects in each year, and manually adjust works program to suit
8. Import works program into Section 16 of the Transport Asset Management Plan
9. Update the asset register

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## Appendix A List of CGRC Road Assets

### Arterial Roads

RMS classified regional roads and other important roads with high traffic

Arterial Regional Rural
Back Brawlin Road
Muttama Rd Coota
Muttama Rd Gunga
Nangus Rd
Rosehill Road
Stockinbingal Road
Wee Jasper Rd

Arterial Regional Urban
Cross St
Eagle St South
Mount St
Muttama Rd Coota
West St
West St S/R

Arterial Local Roads
Adelong Road
Berthong Road
Bethunga Road
Brungle Road
Dimaseer Road
Gobarralong Adjungbilly Road
Grogan Millvale Road
Jugiong Road
Old Cootamundra Road
Old Gundagai Road

### Primary Collector Roads

Main roads or “through roads”

Primary Collector Rural
Beggan Beggan Road
Carool Road
Cullinga Mines Road
Cullinga Rd
Kilrush Rd
North Berthong Road
Old Wallendbeen Road
Rosehill Road
Yeo Yeo Hampstead Rd
Primary Collector Urban

Adams Street
Adams Street S/R
Boundary Road
Boundary Road Coota
Bourke Street
Campbell Street
Cooper Street
Cowcumbra Street
Crown Street
Florance Street
Hovell Street

Hurley Street
Mackay Street Coota
Murray Street
Parker Street
Silo Road Wallendbeen
Sutton Street
Temora Street Coota
Wallendbeen Street



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### Local Collector Roads

Provide access to local access roads

Local Collector Rural		
Bridge St	Suttons Lane	Middleton Dr
Burra Rd	Tenandra Rd	Moddleton Dr
Coolac Rd	Turners Lane	Mount St
Dudauman Rd	West Jindalee Rd	Parker Street
Edwardstown Rd	Local Collector Urban	Pinkerton Road Coota
Frampton Road	Burra Rd	Poole Street
Lismore Road	Chamen Street	Punch St
Nanangrao Rd	Dudauman Street	Sheridan St
Nanangroe Rd	Edwardstown Rd	Temora Street
Old Hume Hwy	Geraldera Street North	Tumut St
Oura Rd	Hay Street	Wallendoon Street
Pinkerton Rd	Homer St	
Sheridan St	John Street	
	Main St	

### Local Access Roads

Local town streets, access to rural properties and rear lanes

Local Access Rural	Local Access Rural	Local Access Rural
Adelong Creek Rd	Blonde Vale Lane	Cookeys Beach Rd
Adjungbilly Village Rd	Boxsells Lane	Coolac Rd
Allbutts Aane	Boyd's Lane	Cooneys Creek Rd
Allbutts Lane	Brawlin Springs Rd	Corbys Lane
AnniePyers Drive	Brawlin Rd	Corkhills Rd
Armours La	Brawlin Springs Rd	CricketGround Dr
Attwoods Rd	Bundarbo Rd	Cross St
Back Brawlin Road	Bundardo Rd	Crowes Rd
Back Nubba Road	Carberrys Rd	Crowleys Rd
Backstation Creek Rd	Carrs Rd	Dalkeith Rd
Bannisters La	Caulderwood Rd	Darbalara Rd
Bannisters Lane	Cemetery Rd Stockinbingal	Deltroit Rd
Barana Road	Cemetery Rd Wallendbeen	Dollarvale Rd
Bauloora Lane	Chandlers Rd	Fairview Rd
Bellevue Lane	Cliffords Lane	Fairview Road
Benool Rd	Coggans Rd	Faulks Lane
Bereena Rd	Colorado Road	Fernhill Rd
Billa Bung St (Nangus)	Commons Farm Rd	Ferry St
Black Andrew Rd	Cooba Rd	Finlays La
Black Springs Road	Cooineee Rd	First Ave

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Local Access Rural	Local Access Rural	Local Access Rural
Five Mile Creek Rd	Landgrove Lane	Rathmells Lane
Fontenoy Lane	Lane B/W Mcconaghy St - Wills St	Rawilla Rd
Forsyths Lane	Leonards Rd	Rawilla Road
Freemans Lane	Lewins La	Rays Rd
Fullers La	Lewins Lane	Readfords Rd
Gilmores Lane	Linders Lane	Redhill Rd
Ginendoe Rd	Lismore Road	Reef Creek Rd
Grahams Lane	Lockhart Rd	Reno Rd
Grangers Lane	Long Tunnel Rd	Reservoir Road No 1 Road
Greens Lane	Luadra Rd	Reservoir Road No 2 Road
Haines Lane	Lucerndale Rd	Rileys Flat Rd
Happy Valley Rd	Mabereen Lane	Riverview Rd
Hardys Reserve Road	Mahers Rd	Roberts Road
Harris Lane	Makehams Rd	Rosedale
Harvey Park La	Mantons Rd	Rosedale Rd
Hazledene Rd	Maryvale Rd	Ross Friend Place
Heatherdale Lane	McCafferys Lane	Roxbrough Lane
Hill St	McCaffreys Lane	Roxburgh Lane
Hillbank Lane	McLaughlins Lane	Ryans Lane
Hillbank Road	Meemar Road	Salt Clay Lane
Hilltop Rd	Milbey Lane	Salt Clay Road
Hillview Road	Milvale Road	Sandy Creek Rd
Hines Lane	Mingay Rd	Sandy Falls Rd
Hoares La	Morrison's Hill Road	Scholz Rd
Hoffmans Lane	Nangus Tip Road	School Rd
Hoffmans Lane	Nashs Lane	School Rd (Coolac)
Hopewood Rd	Nea St	Shaftsbury Lane
Illawong Rd	Netherleigh Lane	Sheep Station Creek Road
Illawong Road	Norris Rd	Sheepstation Ck Rd
Ingolds Lane	North Jindalee Road	Slate Quarry Rd
Jerusalem Ck Rd	Oakhills Rd	Smarts Rd
Jessops Lagoon Rd	O'Briens Rd	Smithers Lane
Joes Road	Old Treatment Works Road	Smiths Lane
Kangaroo Mount Rd	Parsons Creek Rd	Snowball Rd
Kangaroo Vale Rd	Pinkerton Lane	Soldier Settlers Rd
Kilarney Road	Quidong Rd	Soldier Settlers Rd 2
Kimo Rd	Race Course Road	Sommerset Rd
Kimo St (Nangus Rd)	Race Course Road - Coota	Spring Dam Rd
Kimovale Rd	Race Course Road - Stock'ingal	SpringDam Rd
Kincora La	Racecourse Road (Cootamundra) Sealed Portion	Springfield La
Lagoon Creek Road	Racecourse Road (Stockinbingal)	Springfield Road (Closed)
Laloki Lane		Springvale Rd

Local Access Rural
Stirling Road
Stockdale Rd
Stuckeys Rd
Sylvias Gap Rd
Tabers La
Tard Rd
Tarrabandra Rd
Threeways Rd
Tumbaong Reserve Rd
Tumblong Rd
Tumblong Reserve Rd
Turners Lane
Walbunyah Lane
Wallendoon East Lane
Wallendoon Lane
Wambidgee Rd
Warralong Rd
Warralong Road
Wave Hill Road
Wavehill Road
West Berthong Road
West Jindalee Road
Whites Lane
Willis Rd
Woodstock Rd
Yabtree Rd
Yammatree Rd
Yeo Yeo Lane
Youngs Rd

Adam Street
Adam Street Pt 2
Albert Street
Allumba Street
Ann Street
Armstrong St
Attwood Ave
Bangus St
Banjo Paterson Pl
Bapaume Street
Barnes Street

Barrett Street
Bartley Street
Bass Terrace
Berthong Street
Bethany Place
Betts Street
Binowee Road
Bland Street
Bourke St
Boyd Street
Bradman Street
Brittania Street
Bullecourt Street
Byrne Street
Byron St
Cambria Street East
Cambria Street West
Cameron Square Nth Side
Cameron Square Sth Side
Camp St
Campbell Street
Camphor La
Camphor St
Carberry Place
Carrigg Pl
Centenary Avenue
Charlotte St
Chelonia Street
Coleman St
Congou Street
Conkey Drive
Coora Ave
Cowong Street
Cross St
Crowe Place
Culter Ave
Culter Ave Court 33 - 51
Culter Ave Court 59 - 73
Cynthia Street
Dadd St
Dickson Street
Dillon Ave

Dodd St
Doidge Street
Donaldson Street
Dudauman Street
Eagle St
Eagle St South
Elizabeth Street
Ellwood Street
Fitzgerald Street
Francis Ave
Francis Street
French Street
Fuller Drive
George Street
Geraldera Street South
Gilgal Road
Gilmore Pl
Grey Street
Hanley La
Hanley St
Hanley St East
Harley Ave
Harold Conkey Ave Pt 1
Harold Conkey Ave Pt 2
Hay Street
Hemans St
Hemet Cresent
Hemet Cresent Court East
Hemet Cresent Court West
Hibernia Street
Hibernia Street Lane
Homer St
Hoskin Street
Hoskins Street
Hulong St
Hume Street
Hurley Street
Inala Place
Isaac St
Jack Moses St East
Jack Moses St West
John Street

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Local Access Urban
Jubilee Avenue
Judy St
Justin Street
Kendall Pl
Kimo St (Nangus Rd)
King Drive
King Street
Kirley Place
Kitchener St
Lackey Street
Landon St
Lane B/W Adams St - Muttama Crk
Lane B/W Adams St - Muttama Crk
Lane B/W Adams St - Muttama Creek Rd
Lane B/W Bapaume St - Renehan St
Lane B/W Berthong St - Cowong St
Lane B/W Berthong St - Jubilee Ave
Lane B/W Berthong St - White St
Lane B/W Bullecourt St - Bapaume St
Lane B/W Bullecourt St - Bapaume St
Lane B/W Bullecourt St - Bapaume St
Lane B/W Centenary Ave - John St
Lane B/W Centenary Ave - Parker St
Lane B/W Centenary Ave - Thompson St
Lane B/W Centenary Ave - Thompson St Pt 1
Lane B/W Chamen St - Parker St
Lane B/W Cooper St - Thompson St
Lane B/W Cooper St - Thompson St Pt 1
Lane B/W Cutler Ave - Short St
Lane B/W Gundagai Rd - Betts St Pump Station
Lane B/W Hay St - Murray St
Lane B/W Hay St - Murray St
Lane B/W Hovell St - Sutton St

Local Access Urban
Lane B/W Hovell St - Sutton St Pt 1
Lane B/W Hume St - Jubilee Ave
Lane B/W Margaret St - Ursula St
Lane B/W Margaret St - Olney St
Lane B/W Murray St - Parker St
Lane B/W Murray St - Parker St
Lane B/W N.R.C.C. Depot - O'Malley'S
Lane B/W O'Donnell St - Adams St
Lane B/W Olney St - Poole St
Lane B/W Olney St - Margaret St
Lane B/W Parker St - Centenary Ave
Lane B/W Parker St - Cooper St
Lane B/W Parker St - Cooper St
Lane B/W Parker St - Cooper St Pt 1
Lane B/W Parker St - Ursula St
Lane B/W Pool St - Olney St
Lane B/W Poole St - Olney St
Lane B/W Poole St - Olney St
Lane B/W Queen St - O'Donnell St
Lane B/W Richards St - Ward St
Lane B/W Short St - Crown St
Lane B/W Sutton St - Hovell St
Lane B/W Sutton St - Hovell St Pt 1
Lane B/W Sutton St - Thompson St
Lane B/W Sutton St - Thompson St
Lane B/W Sutton St - Hovell St Pt 1
Lane B/W Sutton St - Hovell St Pt 2
Lane B/W Sutton St - Hovell St Pt 3
Lane B/W Temora St - Queen St
Lane B/W Temora St - Renehan St

Local Access Urban
Lane B/W Thompson St - Sutton St
Lane B/W Thompson St - Sutton St Pt 1
Lane B/W Thompson St - Sutton St Pt 2
Lane B/W Thompson St - Sutton St Pt 3
Lane B/W Thompson St - Sutton St
Lane B/W Thompson St - Centenary Ave
Lane B/W Trevor O'Toole. Around To Gundagai Rd
Lane B/W Ursula St - Margaret St
Lane B/W Ursula St - Parker St
Lane B/W Victoria Pde - Warren St
Lane B/W Victoria Pde - Warren St
Lane B/W Warren St - Berthong St
Lane B/W Warren St - Berthong St
Lane B/W Yass Rd - Aerodrome
Lane Between King And Queen Street
Lawrence Street
Lawson Dr
Little Chamen St
Little Hurley Lane
Lloyd Conkey Avenue
Luke St
Mackay Street Wall
Mackellar St
Margaret Street
Martin Street
Martin Street Lane
Mary Angove Cres
Mathew Street
Matilda Avenue
Mcconaghy
Mcgowan Street
Mckenna Avenue
Meagher Street
Merle Avenue
Middle St

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Local Access Urban	Local Access Urban	Local Access Urban
Milvale Road	Poole Street	Sutton Street
Mingay St	Pope St	Temora Street Stock
Minkara Avenue	Queen Street Coota	Tenandra St
Moon St	Queen Street Wall	Thompson Street
Morris Street	Quinlan Street	Tom St
Mount Parnassus Dr	Quinn Street	Tor St
Mount St Pettitts	Racecourse Road (Cootamundra) Sealed Portion	Troy Street
MtAdrah Church Rd	Railway Parade	Tumut St
Murdoch Place	Railway Pde	Turners Lane
Murray Street	Renehan Street	U/N St off Cowcumbra
Neil McInerney St	Richards Street	Ursula Street
Nicholls Ave	Ridge St	Viaduct Road
Northcott Avenue	Rinkin Street	Victoria Parade
Nurse Murray St	Rodeo Drive	Virgil St
Oban Street	Ross Friend Place	Wall Avenue
O'Brien Street	Sandhills Rd	Wantillo St
O'Briens Rd	Scott Avenue	Ward Street
O'Donnell Street	Sheahan Street	Warren Street
O'Hagan St	Sheather Street	Watson Street
Oi Bell Dr	Sheridan La	Weissel Place
Olney Street	Sheridan St	West Street
Olney Street North	Short St	White Street
Otway La	Short Street	Williams Avenue
Otway St	South St	William St
Ovid La	Southee Circle	Wills Street
Ovid St	Springflat Dr	Wood Street
Parker Street/Yass Rd	Stafford St	Yarri Pl
Phillip St	Stratton Avenue	Yeo Yeo Street
Phillips Street	Stuckey Close	
Pinkstone Avenue		

## Bridges

Bridges	Bridges	Bridges
Armours Rd (#102, CH 280)	Burra Rd (#122, CH 5100)	Burra Rd (#133, CH 32600)
Armours Rd (#103, CH 7300)	Burra Rd (#124, CH 9700)	Carrs Rd (#134, CH 2430)
Bannisters Lane (#105, CH 100)	Burra Rd (#127, CH 16700)	Coolac Rd (#135, CH 2700)
Bethungra Rd (#108, CH 10600)	Burra Rd (#128, CH 18680)	Darbalara Rd (#139, CH 4400)
Brungle Rd (#114, CH 11620)	Burra Rd (#129, CH 19980)	Darbalara Rd (#142, CH 11900)
Burra Rd (#117, CH 2580)	Burra Rd (#131, CH 26890)	Edwardstown Rd (#144, CH 280)
Burra Rd (#118, CH 2930)	Burra Rd (#132, CH 29500)	Edwardstown Rd (#145, CH 2230)



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Bridges
Gobarralong Rd (#148, CH 9300)
Gobarralong Rd (#149, CH 12900)
Hemans St (#151, CH 50)
Hoares Lane (#152, CH 800)
Hopewood Rd (#153, CH 2500)
Kangaroo Mount Rd (#154, CH 5600)
Kimovale Rd (#104, CH 100)
Landon St (#155, CH 100)
Long Tunnel Rd (#156, CH 1600)
Lucerndale Rd (#157, CH 700)
Lucerndale Rd (#158, CH 1300)
Mackay Street, Cootamundra (#322, CH 30)
Mahers Rd (#198, CH 250)
Middleton Drive (#159, CH 70)
Milvale Rd (#324, CH 330)
Muttama Rd (#160, CH 15500)
Nangus Rd (#161, CH 380)

Bridges
Nangus Rd (#162, CH 4920)
Nangus Rd (#166, CH 11820)
Nangus Rd (#168, CH 16060)
Nangus Rd (#171, CH 22020)
Old Gundagai Rd (#336, CH 6520)
Old Hume Hwy (#175, CH 7250)
Old Hume Hwy (#176, CH 13100)
Old Hume Hwy (#181, CH 26100)
Oura Rd (#183, CH 4670)
Parker St (#343, CH 100)
Parsons Ck Rd (#184, CH 4700)
Parsons Ck Road (#185, CH 12220)
Poveys Lane (#186, CH 1300)
Punch St (#188, CH 500)
Punch St F/B 1 (#187, CH 500)
Punch St F/B 2 (#209, CH 145)
Redhill Rd (#190, CH 180)

Bridges
Rosedale Rd (#192, CH 350)
Rosehill Rd (#344, CH 21450)
Rosehill Rd (#347, CH 990)
Sheridan La F/B 1 (#210, CH 40)
Sheridan La F/B 2 (#208, CH 230)
Tabers Lane (#196, CH 50)
Tenandra Rd (#197, CH 150)
Three Ways Rd (#199, CH 850)
Tumblong Rd (#201, CH 250)
Wambidgee Rd (#202, CH 300)
Wee Jasper Rd (#203, CH 2700)

Bridges – no longer in service
Burra Rd (#121, CH 6800)
Gocup Rd (#150, CH 9900)
Nangus Rd (#164, CH 12200)
Wee Jasper Rd (#204, CH 2900)

### Culverts

Culvert
Adelong Rd (#100, CH 1440)
Adelong Rd (#101, CH 3560)
Berthong Rd (#300, CH 1780)
Berthong Rd (#301, CH 7600)
Bethungra Rd (#106, CH 600)
Bethungra Rd (#107, CH 6000)
Bethungra Rd (#109, CH 13300)
Brawlin Rd (#303, CH 2140)
Brawlin Rd (#304, CH 11160)
Brawlin Rd (#305, CH 10530)
Brawlin Rd (#306, CH 6980)
Brawlin Road (#302, CH 600)
Brungle Rd (#110, CH 530)
Brungle Rd (#111, CH 8200)
Brungle Rd (#112, CH 10150)
Brungle Rd (#113, CH 11410)
Brungle Rd (#115, CH 12000)

Culvert
Burra Rd (#116, CH 1400)
Burra Rd (#119, CH 3870)
Burra Rd (#120, CH 5010)
Burra Rd (#123, CH 6750)
Burra Rd (#125, CH 12450)
Burra Rd (#126, CH 14680)
Burra Rd (#130, CH 26770)
Cooneys Ck Rd (#136, CH 700)
Cullinga Mines Rd (#309, CH 1700)
Cullinga Rd (#307, CH 6290)
Cullinga Rd (#308, CH 4230)
Darbalara Rd (#138, CH 2600)
Darbalara Rd (#140, CH 7970)
Darbalara Rd (#141, CH 9210)
Deltroit Rd (#143, CH 2400)
Dimaseer Rd (#310, CH 5730)
Dimaseer Rd (#311, CH 2250)

Culvert
Dirnaseer Rd (#312, CH 7670)
Dirnaseer Rd (#313, CH 8270)
Dudauman Rd - Stockingbingal (#314, CH 420)
Frampton Rd (#315, CH 970)
Frampton Rd (#316, CH 4070)
Frampton Rd (#317, CH 6300)
Geraldera St., Stockinbingal (#318, CH 300)
Gobarralong Rd (#146, CH 6110)
Gobarralong Rd (#147, CH 7730)
Hoskin St (#319, CH 55)
Lewin's Lane (#320, CH 2250)
Lismore Rd (#321, CH 120)
Milvale Rd (#323, CH 2950)
Milvale Rd (#325, CH 7160)
Muttama Rd (#137, CH 3000)



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<b>Culvert</b>
Nangus Rd (#163, CH 8250)
Nangus Rd (#165, CH 10100)
Nangus Rd (#167, CH 15090)
Nangus Rd (#169, CH 19390)
Nangus Rd (#170, CH 19660)
Nangus Rd (#172, CH 29630)
North Berthong Rd (#329, CH 1990)
North Berthong Rd (#330, CH 6330)
Obriens Rd (#173, CH 550)
Old Cootamundra Rd (#331, CH 11790)
Old Cootamundra Rd (#332, CH 11160)
Old Cootamundra Rd (#333, CH 14600)
Old Cootamundra Rd (#334, CH 6470)
Old Cootamundra Rd (#335, CH 8250)
Old Gundagai Rd (#337, CH 250)
Old Gundagai Rd (#338, CH 1750)
Old Gundagai Rd (#339, CH 12900)
Old Gundagai Rd (#340, CH 15620)
Old Gundagai Rd (#341, CH 5520)
Old Gundagai Rd (#342, CH 9790)
Old Gundagai Rd (#355, CH 4750)
Old Gundagai Rd (#356, CH 4750)
Old Hume Hwy (#174, CH 4000)
Old Hume Hwy (#177, CH 1590)
Old Hume Hwy (#178, CH 16400)
Old Hume Hwy (#179, CH 17440)
Old Hume Hwy (#180, CH 19300)
Otway St (#182, CH 150)
Punch St (#189, CH 1300)
Reno Rd (#191, CH 5500)
Rosehill Rd (#345, CH 12240)
Rosehill Rd (#346, CH 5890)
Rosehill Rd (#348, CH 15320)

<b>Culvert</b>
Sheepstation Creek Rd (#349, CH 1200)
Springflat Drive (#193, CH 200)
Stockinbingal Road (#326, CH 7300)
Stockinbingal Road (#327, CH 1260)
Stockinbingal Road (#328, CH 13400)
Stuckeys Rd (#194, CH 780)
Stuckeys Rd (#195, CH 1830)
Sutton's La (#350, CH 1770)
Sutton's La (#351, CH 210)
Three Ways Rd (#200, CH 7500)
Wallendoon Street, Cootamundra (#352, CH 140)
West Jindalee Rd (#353, CH 1370)
West Jindalee Rd (#354, CH 3640)
Yammatree Rd (#205, CH 3970)
Yammatree Rd (#206, CH 8340)
Yammatree Rd (#207, CH 18200)

### **Parking Area**

<b>Parking Area</b>
Carberry Place

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## Appendix B Shire Roads Priority Lists (July 2018)

### 1. Sealed Pavements – Gundagai

ams_num	road	segment	Cost \$	area	length	Condition
<b>2018-2019</b>						
12084	Soldier Settlers Rd	715: Nangus Rd (East) to 1.13 Commons Farm Rd	\$68,191		3.47	7.6
	CULVERTS ONLY					
11223	Byron St	227: Sheridan La to Sheridan St	\$35,552	1778	0.09	7.3
12179	Tumut St	790: Mount St to End of seal	\$15,930	797	0.18	7.3
11908	Old Hume Hwy	599: Segment Change to Seal Change	\$213,192	11844	1.88	7.2
12086	Sommerset Rd	719: Start of Seal to Cattle Grid	\$59,535	3308	0.74	6.5
11502	Hopewood Rd	400: Gobarralong Rd to Seal Change	\$80,595	4478	1.00	6.4
11218	Burra Rd	224: 19.15 Yammatree Rd to 21.35 Wambidgee Rd	\$190,314	10573	5.02	6.2
			<b>\$663,309</b>			
<b>2019-2020</b>						
11218	Burra Rd	224: 19.15 Yammatree Rd to 21.35 Wambidgee Rd	\$190,314	10573	5.02	6.2
11906	Old Hume Hwy	597: Property Entrance to Bridge	\$114,246	11903	1.73	6.2
12084	Soldier Settlers Rd	715: Nangus Rd (East) to 1.13 Commons Farm Rd	\$100,000	14900	3.47	7.6
11145	Bethungra Rd	154: Nangus Rd to Rays Rd	\$144,000		2.54	6.4
	West St & Punch St	Intersection pavement	\$120,000			
	West St & Hanley St	Intersection pavement	\$120,000			
			<b>\$788,560</b>			
<b>2020-2021</b>						
11146	Bethungra Rd	155: Rays Rd to Property Entrance	\$207,360	11520	1.80	6.3
11148	Bethungra Rd	157: Pleasant View Prop Ent to Seal Change	\$219,852	12214	1.97	6.2
11145	Bethungra Rd	154: Nangus Rd to Rays Rd	\$144,000	16002	2.54	6.4
11907	Old Hume Hwy	598: Bridge to Segment Change	\$122,337	6797	0.99	7.2
11906	Old Hume Hwy	597: Property Entrance to Bridge	\$100,000	11903	1.73	6.2
			<b>\$793,549</b>			

### 2. Sealed Pavements – Cootamundra

ams_num	road	segment	Cost\$	area	length	Condition
<b>2018-2019</b>						
11881	Old Gundagai Rd	1546: Seal Change to Culvert	\$175,000	7,865	1.210	9.0
11570	Justin Street	1333: Parker to Murray	\$140,000	2,880	0.200	4.2
11638	Lane B/W Thompson St - Centenary Ave	1411: Campbell St to End of Seal	\$80,000	175	0.100	3
11135	Berthong Road	1045: Gateway West side to State Forest Entrance	\$150,000	9,788	1.300	4.1
	Parker St Wallandoon St Intersection	Roundabout pavement	\$120,000			
			<b>\$665,000</b>			
<b>2019-2020</b>						
11123	Beggan Beggan Road	1033: Rosehill Rd to Culvert	\$58,800	2,100	0.350	9.0
12211	West Jindalee Road	1755: Prop Ent to End Wet Area	\$43,120	1,540	0.275	8.3
11881	Old Gundagai Rd	1546: Seal Change to Culvert	\$50,000	7,865	1.210	9.0
11283	Cowcumbra Street	1994: Pavement Change to Conkey Dve	\$28,280	808	0.101	7.9
11516	Hoskins Street	1284: Mr84 to Queen	\$48,300	1,380	0.230	7.9

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11610	Lane B/W Murray St - Parker St	1380: Adams St to Bourke St	\$37,179	1,239	0.243	8.6
11496	Hibernia Street Lane	1271: Geraldra to End of Seal	\$13,650	390	0.130	8.5
11621	Lane B/W Queen St - O'Donnell St	1392: McGowan St to Crown St	\$25,380	846	0.235	8.3
12027	Rodeo Drive	1641: Olympic Hwy to Binowee Rd	\$170,100	4,860	0.810	9.6
11618	Lane B/W Parker St - Cooper St Pt 1	1388: Bourke St to Wallendoon St	\$34,830	1,161	0.215	9.0
11598	Lane B/W Bullecourt St - Bapaume St	1990: Start of Seal to Charen St	\$18,375	525	0.150	7.8
11597	Lane B/W Berthong St - White St	1359: Wills St to Mconaghy St	\$18,000	600	0.150	7.8
11125	Beggan Beggan Road	1035: Old Beggan Rd to Boundry	\$187,992	6,714	1.492	7.3
			<b>\$734,006</b>			

### 3. Reseals – Gundagai

ams_nu m	road	segment	Cost \$	area	length h	Condition
<b>2018-2019</b>						
13299	Hulong St	417: Kimo St to Tenandra St	\$2,924	650	0.17	7.6
13271	Hopewood Rd	400: Gobarralong Rd to Seal Change	\$16,119	3582	1.00	7.4
12876	AnniePyers Drive	131: Hume Hwy (South) to Seal Change	\$10,859	2413	0.19	7.4
12877	AnniePyers Drive	132: Seal Change to Hume Hwy North	\$55,867	7981	0.50	7.3
13016	Caulderwood Rd	247: Seal Change to Coggans Rd	\$45,450	1010	2.02	7.1
				0		
13454	Mackellar St	463: Punch St to End	\$4,385	974	0.17	7.0
13920	Tenandra Rd	771: Old Hume Hwy to Shire Boundary	\$12,600	2800	0.50	7.0
13921	Tenandra St	772: Hulong St to Bangus St	\$3,434	763	0.22	7.0
12884	Bangus St	147: Kimo St to Tenandra St	\$2,731	607	0.15	6.8
13254	Harvey Park La	381: Start of Seal to End of seal	\$817	182	0.06	6.7
13260	Hemans St	384: Railway Pde to Hanley St	\$4,257	946	0.23	6.7
13854	Soldier Settlers Rd	716: 1.13 Commons Farm Rd to Nangus Rd (West)	\$21,263	4725	0.95	6.7
12992	Byron St	227: Sheridan La to Sheridan St	\$7,445	1654	0.09	6.5
13221	Gobarralong Rd	360: Seal Change to Seal Change	\$23,571	5238	0.97	6.4
12861	Adjungbilly Rd	114: Seal Change to Segment Change	\$25,740	5720	1.12	6.4
12879	Attwood Ave	140: Tor St to end	\$3,119	693	0.15	6.2
12916	Bethunga Rd	156: Property Entrance to Pleasant View Prop Ent	\$41,553	9234	1.62	6.2
12917	Bethunga Rd	157: Pleasant View Prop Ent to Seal Change	\$49,644	1103	1.97	6.2
				2		
12987	Burra Rd	224: 19.15 Yammattree Rd to 21.35 Wambidgee Rd	\$82,377	1830	5.02	6.2
				6		
13004	Camphor La	232: Luke St to Tom St	\$3,861	858	0.22	6.2
13005	Camphor La	233: Tom St to End	\$2,001	445	0.11	6.2
13012	Caulderwood Rd	243: Muttama Rd to Segment Change	\$42,750	9500	2.50	6.2
13853	Soldier Settlers Rd	715: Nangus Rd (East) to 1.13 Commons Farm Rd	\$57,692	1282	3.47	6.2
				1		
12862	Adjungbilly Rd	115: Segment Change to Parsons Ck Rd	\$30,600	6800	1.36	6.1
12986	Burra Rd	223: Seal Change to 19.15 Yammattree Rd	\$43,821	9738	2.56	6.1
13349	Kimo St (Nangus Rd)	438: Wantillo St to Bridge	\$29,282	6507	0.99	6.1
12878	Armours La	133: Muttama Rd to End of seal	\$7,200	1600	0.32	5.9
12932	Bourke St	168: Punch St to Hanley St	\$11,148	2477	0.21	5.9
12995	Byron St	230: Punch St to end	\$6,194	1376	0.15	5.9
13323	Jessops Lagoon Rd	428: Highway Ent to End	\$7,344	1632	0.24	5.9
13570	Nangus Rd	547: Seal Change to Seal Change	\$37,665	8370	0.93	5.9
13933	Threeways Rd	774: Seal Change to Segment Change	\$37,620	8360	1.52	5.9

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12969	Bundardo Rd	202: Cattle Grid to Cattle Grid	\$34,965	4995	1.35	5.8
12979	Burra Rd	216: Seal Change to Seal Change	\$43,407	9646	1.86	5.8
13828	Sandy Falls Rd	684: Gabarralong Rd to End of seal	\$2,205	490	0.10	5.8
13934	Threeways Rd	775: Segment Change to Culvert	\$42,930	9540	1.59	5.8
13706	Oura Rd	2.2 km from Nangus Rd	\$79,200		2.20	5.2
			\$934,037			
2019-2020						
13991	West St S/R	818: Jack Mosed St West to End	\$5,202	1156	0.10	5.8
13187	Five Mile Creek Rd	351: Annie Pyers Drive to End	\$24,199	5378	1.20	5.8
13242	Hanley St	373: Seal Change to Bourke St	\$5,026	1117	0.10	5.8
13499	Mount St	487: Ridge St to Luke St	\$16,029	3562	0.26	5.8
13545	Muttama Rd Gunga	508: 13.12 Caulderwood Rd to Seal Change	\$48,731	1082	1.19	5.8
				9		
13701	Otway St	614: Punch St to Hanley St	\$15,660	3480	0.23	5.8
13758	Punch St	639: West St to Bourke St	\$13,208	2935	0.23	5.8
13548	Muttama Rd Gunga	511: 16.41 Bridge St to Seal Change	\$65,205	9315	1.04	5.8
12993	Byron St	228: Sheridan St to First Ave	\$10,044	2232	0.12	5.6
13067	Cross St	289: Eagle St to Charlotte St	\$7,406	1646	0.24	5.6
13175	Edwardstown Rd	334: 1.85 Snowball Rd to Bridge	\$29,059	6458	1.03	5.6
13540	Muttama Rd Gunga	503: Wambidgee Rd to Seal Change	\$53,397	1186	1.38	5.6
				6		
13590	Nicholls Ave	569: Tor St to End	\$3,184	708	0.12	5.6
13603	Oakhills Rd	577: 0.72 Wantiool St to Seal Change	\$25,578	5684	1.02	5.6
13885	Stuckeys Rd	747: Grid + Seal Change to Property Entrance	\$21,395	4755	1.29	5.6
12863	Adjungbilly Rd	116: Parsons Ck Rd to Seal Change	\$38,880	8640	1.44	5.6
12864	Adjungbilly Rd	117: Seal Change to Seal Change	\$37,665	8370	1.35	5.6
13583	Nangus Rd	561: Seal Change to Width Change	\$31,388	6975	0.93	5.6
13681	Old Hume Hwy	603: 17.94 Tenandra Rd to Seal Change	\$89,208	1982	3.51	5.6
				4		
13759	Punch St	640: Bourke St to Jones Ck Br	\$23,151	5145	0.33	5.6
13986	West St	813: William St to O'Hagan St	\$23,323	5183	0.33	5.6
12865	Adjungbilly Rd	118: Seal Change to Seal Change	\$26,507	5891	0.94	5.5
12866	Adjungbilly Rd	119: Seal Change to Seal Change	\$46,919	1042	1.66	5.5
				7		
12994	Byron St	229: First Ave to Punch St	\$9,371	2083	0.12	5.5
13267	Hoares La	394: Start of Seal to End of seal	\$2,835	630	0.11	5.5
13600	Nurse Murray St	574: Mt Parnassus Dr to Seal Change	\$4,968	1104	0.23	5.5
13669	Old Hume Hwy	591: Hume Hwy to Seal Change	\$38,084	8463	1.09	5.5
13541	Muttama Rd Gunga	504: Seal Change to Seal Change	\$24,098	5355	0.60	5.5
13563	Nangus Rd	540: Seal Change to Seal Change	\$9,225	2050	0.25	5.5
13580	Nangus Rd	558: Seal Change to Culvert	\$49,871	1108	1.71	5.5
				3		
13847	Short St	705: William St to End of seal	\$1,665	370	0.04	5.5
13989	West St	816: Punch St to Sheridan St	\$13,373	2972	0.23	5.5
12849	Adelong Creek Rd	100: Hume Hwy to End of seal	\$2,660	380	0.10	5.5
13065	CricketGround Dr	287: Nangus Rd to End	\$12,950	1850	0.30	5.5
13498	Mount St	486: Tumut St to Ridge St	\$16,249	2321	0.23	5.5
12981	Burra Rd	218: Seal Change to 9.65 Mahers Rd	\$30,654	6812	1.31	5.3
12982	Burra Rd	219: 9.65 Mahers Rd to 11.29 Mantons Rd	\$31,050	6900	1.38	5.3
13007	Camphor St	235: Cross St to End	\$4,203	934	0.13	5.3
13496	Mount Parnassus Dr	484: Hanley St to Seal Change	\$19,373	4305	0.71	5.3
13613	O'Briens Rd	584: Seal Change to Seal Change	\$18,360	4080	0.85	5.3
13673	Old Hume Hwy	595: Seal Change to Seal Change	\$16,247	3611	0.44	5.3

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13731	Phillip St	631: Charlotte Sr to O'Briens Rd	\$4,986	1108	0.20	5.3
13753	Punch St	634: Railway Pde to Virgil St	\$5,455	1212	0.17	5.3
13935	Threeways Rd	776: Culvert to Culvert	\$45,900	1020	1.70	5.3
				0		
13936	Threeways Rd	777: Culvert to Wee Jasper Rd	\$37,665	8370	1.40	5.3
12946	Bridge St	175: Muttama Rd to Burra Rd	\$17,438	3875	0.78	5.3
			<b>\$1,077,043</b>			

#### 4. Reseals – Cootamundra

ams_num	road	segment	Cost\$	area	length	Condition
<b>2018-2019</b>						
13460	Martin Street Lane	2005: Dudauman Street to Fitzgerald St	\$4,290	660	0.22	8.8
13366	Lane B/W Berthong St - White St	1359: Willis St to Mcconaghy St	\$3,413	525	0.15	8.5
13965	Wallendoon Street	1741: Murray to Olney	\$17,111	2633	0.27	8.3
13966	Wallendoon Street	1742: Olney to Poole	\$14,976	2304	0.12	8.3
13367	Lane B/W Bullecourt St - Bapaume St	1990: Start of Seal to Charen St	\$2,730	420	0.15	8.2
13035	Conkey Drive	1110: Cowcumbra St to Bridge	\$12,480	1920	0.32	8.0
13049	Cowcumbra Street	1117: Muttama Rd to Muttams Ck Ford	\$9,675	1489	0.23	8.0
13052	Cowcumbra Street	1994: Pavement Change to Conkey Dve	\$4,858	747	0.10	8.0
13281	Hoskin Street	1280: Martin to Ellwood	\$4,622	711	0.16	8.0
13339	Justin Street	1333: Parker to Murray	\$18,408	2832	0.24	8.0
13379	Lane B/W Murray St - Parker St	1380: Adams St to Bourke St	\$6,160	948	0.24	8.0
13434	Lloyd Conkey Avenue	1436: Cowcumbra St to Gundagai Rd	\$24,219	3726	0.69	8.0
13363	Lane B/W Adams St - Muttama Creek Rd	1980: Short St to Lane 15	\$1,183	182	0.07	7.9
13696	Olney Street	1579: Wallendoon to End of Pavement	\$7,313	1125	0.08	7.9
13813	Rosehill Road	1651: Seal Change to Geraldine Pk	\$31,590	4860	0.81	7.9
13964	Wallendoon Street	1740: Parker to Murray	\$13,229	2035	0.11	7.9
13044	Cooper Street	1112: Wallendoon to Bourke	\$28,704	4416	0.23	7.7
13609	O'Brien Street	1520: Start of Seal to Dudauman	\$2,075	319	0.06	7.7
12923	Betts Street	1973: Seal Change to End of Seal	\$2,135	329	0.07	7.7
13814	Rosehill Road	1652: Geraldine Pk to Culvert	\$33,173	5104	0.81	7.7
14006	Wood Street	1771: Geraldine to Cynthia	\$9,318	1434	0.26	7.7
13043	Cooper Street	1111: Mackay to Wallendoon	\$30,576	4704	0.25	7.6
13045	Cooper Street	1113: Bourke to Adams	\$29,338	4514	0.26	7.6
13265	Hibernia Street Lane	1271: Geraldine to End of Seal	\$2,113	325	0.13	7.6
13697	Olney Street North	1983: Bourke St to End of Road	\$5,039	775	0.07	7.6
13807	Rosehill Road	1645: Seal Change to Seal Change	\$24,734	3805	0.60	7.6
14005	Wood Street	1770: Dudauman to Geraldine	\$8,954	1378	0.25	7.6
14007	Wood Street	1772: Cynthia to West	\$9,828	1512	0.27	7.6
12948	Brittania Street	1079: Yeo Yeo to Camberia	\$6,578	1012	0.18	7.4
13089	Cullinga Rd	1145: Caltex Rhs to Seal Change	\$40,513	6233	1.11	7.4
13415	Lane B/W Yass Rd - Aerodrome	1419: Railway Pde to Mowalls	\$9,318	1434	0.45	7.4
13959	Wallendoon Street	1736: Hovel to Sutton	\$22,464	3456	0.18	7.4
14012	Yeo Yeo Hampstead Rd	1852: Gate West Side to Width Change	\$30,963	4764	0.81	7.4
13387	Lane B/W Parker St - Cooper St Pt 1	1388: Bourke St to Wallendoon St	\$5,870	903	0.22	7.4



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13463	Matilda Avenue	1457: Boundary Rd to Seal Change	\$11,759	1809	0.17	7.4
13951	Ursula Street	1726: Southee to Hurley	\$26,208	4032	0.21	7.4
12922	Betts Street	1054: Muttama Rd to Seal Change	\$3,861	594	0.11	7.3
12936	Bourke Street	1068: Cooper to Parker	\$15,681	2413	0.13	7.3
13046	Cooper Street	1114: Adams to Morris	\$29,796	4584	0.24	7.3
13179	Elizabeth Street	1202: Olney to Margaret	\$13,156	2024	0.22	7.3
13377	Lane B/W Margaret St - Olney St	1377: Mackay St to Hurley St	\$4,590	706	0.21	7.3
13472	Mckenna Avenue	1465: Williams to Cul-De-Sac	\$3,965	610	0.08	7.3
13971	Warren Street	1746: Hume to Wills	\$13,276	2043	0.22	7.3
12937	Bourke Street	1069: Parker to Murray	\$15,054	2316	0.12	7.1
12998	Cambria Street West	1087: Geraldera to End	\$12,513	1925	0.39	7.1
13091	Cullinga Rd	1147: Seal Change to Start Hwt	\$52,120	8018	1.54	7.1
13092	Cullinga Rd	1148: Start Hwt to End Hwt	\$14,703	2262	0.44	7.1
13093	Cullinga Rd	1149: End Hwt to Hardys Res Rd	\$37,274	5734	1.02	7.1
13278	Hoskin Street	1277: O'Brien to Yeo Yeo	\$5,649	869	0.16	7.1
13385	Lane B/W Parker St - Cooper St	1386: Wallendoon St to Court House	\$1,106	170	0.05	7.1
13407	Lane B/W Thompson St - Centenary Ave	1411: Campbell St to End of Seal	\$975	150	0.05	7.1
13474	Merle Avenue	1469: Adams to O'Donnell	\$10,465	1610	0.14	7.1
13481	Milvale Road	1474: End of Bridge deck to Malboro Gate Lhs	\$39,117	6018	1.00	7.1
13482	Milvale Road	1475: Malboro Gate Lhs to Runnymede Rhs	\$31,980	4920	0.82	7.1
13650	Old Gundagai Rd	1546: Seal Change to Culvert	\$40,898	6292	1.21	7.1
13749	Poole Street	1611: Mackay to Wallendoon	\$28,106	4324	0.23	7.1
13913	Temora Street	1998: Parker St to Murray St	\$23,271	3580	0.31	7.1
13952	Ursula Street	1727: Hurley to Mackay	\$31,200	4800	0.25	7.1
			\$944,671			
2019-2020						
13995	Williams Avenue	1764: Oban to Cul-De-Sac	\$7,605	1170	0.15	7.1
13087	Cullinga Rd	1143: Cullinga Mines Rd to Hillbank Lane	\$86,013	1323	2.36	7.0
13094	Cullinga Rd	1150: Hardys Res Rd to Wallendoon Ln	\$36,182	5566	0.99	7.0
13279	Hoskin Street	1278: Yeo Yeo to Cambria	\$7,098	1092	0.20	7.0
13483	Milvale Road	1476: Runnymede Rhs to Gate Rhs	\$51,285	7890	1.32	7.0
13484	Milvale Road	1477: Gate Rhs to End Of Seal	\$46,020	7080	1.18	7.0
13750	Poole Street	1612: Wallendoon to Scott Ave	\$5,499	846	0.05	7.0
13929	Thompson Street	1716: Wallendoon to Bourke	\$28,728	4420	0.23	7.0
13931	Thompson Street	1718: Adams to Morris	\$26,972	4150	0.22	7.0
13980	West Jindalee Road	1755: Prop Ent to End Wet Area	\$10,010	1540	0.28	7.0
14011	Yeo Yeo Hampstead Rd	1774: Width Change to Gate Lhs	\$51,743	7961	1.31	7.0
14015	Yeo Yeo Hampstead Rd	1777: Gate Lhs to Little Yarran	\$41,841	6437	1.57	7.0
14016	Yeo Yeo Hampstead Rd	1778: Little Yarran to Joes Rd	\$23,319	3588	0.88	7.0
12911	Berthong Street	1052: Wills to Mcconaghy St	\$7,053	1085	0.16	6.8
13191	Forsyths Lane	2030: Start of Seal to End of Seal	\$7,313	1125	0.23	6.8
13201	Francis Street	1220: Hovell to Sutton	\$14,942	2299	0.13	6.8
13282	Hoskin Street	1281: Ellwood to Mr 84	\$5,876	904	0.23	6.8
13471	Mckenna Avenue	1464: Temora to Williams	\$4,420	680	0.10	6.8
13751	Poole Street	1613: Scott Ave to Bourke	\$19,448	2992	0.18	6.8
13917	Temora Street	2002: Crown St to McGowan	\$19,108	2940	0.24	6.8
13994	Williams Avenue	1763: Mckenna Ave to Oban	\$6,851	1054	0.16	6.8



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14014	Yeo Yeo Hampstead Rd	1776: Wattle Flat to Gate Lhs	\$44,106	6786	1.66	6.8
12848	Adams Street S/R	1989: Murray St to Hay St	\$4,030	620	0.12	6.8
12881	Back Brawlin Road	1902: Seal Change to Seal Change	\$44,460	6840	1.20	6.8
13285	Hoskins Street	1284: Mr84 to Queen	\$7,774	1196	0.23	6.8
13351	King Drive	1342: Fuller Dr to End of Seal	\$21,288	3275	0.25	6.8
13354	King Street	1346: George to Hoskins	\$26,442	4068	0.23	6.8
13390	Lane B/W Queen St - O'Donnell St	1392: McGowan St to Crown St	\$5,194	799	0.24	6.8
13518	Muttama Rd Coota	1496: Weventure Hayshed to Grahams Lan	\$134,501	2069	2.76	6.8
13977	West Jindalee Road	1752: Mr 235 to Racecourse Rd	\$21,658	3332	0.60	6.8
12996	Cambria Street East	1085: Hoskins to Britania	\$4,597	707	0.14	6.7
13095	Cullinga Rd	1151: Wallendoon Ln to Wallenbeen Ent	\$41,423	6373	1.14	6.7
13096	Cullinga Rd	1152: Wallenbeen Ent to Olympic Hwy	\$29,120	4480	0.80	6.7
13205	Francis Street	1224: Parker to Southee Cr	\$14,706	2263	0.13	6.7
13310	Hurley Street	1307: Olney to Poole	\$14,586	2244	0.12	6.7
13492	Morris Street	1481: Hovel to Sutton	\$9,126	1404	0.12	6.7
13509	Murray Street	1487: Bourke to Adams	\$26,520	4080	0.26	6.7
13776	Rathmells Lane	2041: Start of Seal to End of Seal	\$5,090	783	0.15	6.7
13878	Stockinbingal Road	1933: Seal Change to Seal Change	\$45,188	6952	0.79	6.7
13894	Sutton Street	1702: Adams to Morris	\$27,056	4163	0.23	6.7
13930	Thompson Street	1717: Bourke to Adams	\$31,990	4922	0.26	6.7
13954	Victoria Parade	1730: Hume to Wills	\$20,163	3102	0.24	6.7
			<b>\$1,086,340</b>			

## 5. Gravel Resheeting – Gundagai

**NOTE: Strikethrough denotes an unmaintained road.** The asset register will be updated to reflect this road category

road	segment	Cost \$	area	length	Condition
2018-2019					
Jerusalem Ck Rd	424: Cattle Grid to Culvert	\$42,750	4275	1.43	9.0
Crowleys Rd	304: Burra Rd to Gate	\$2,750	275	0.11	8.0
Makehams Rd	467: House Rt Side to End	\$55,200	5520	1.84	8.0
Rosedale Rd	679: Gate to End	\$41,250	4125	1.38	8.0
Cookeys Beach Rd	275: Tarabandra Rd to End	\$30,000	3000	1.00	7.0
Kangaroo Vale Rd	434: Darbalara Rd to Cattle Grid	\$67,200	6720	2.24	7.0
Nanangrao Rd	525: Bundardo Rd to Ends at Gate	\$23,975	2398	0.69	7.0
Yammatree Rd	847: Gate to Culvert	\$29,550	2955	0.99	7.0
Riverview Rd	675: To Ref Descriptor to To Ref Descriptor	\$26,000	2600	1.04	6.0
		\$318,675			
2019-2020					
Adjungbilly Village Rd	128: Pavement Change to Ends at Gate	\$7,625	763	0.31	9.9
Kangaroo Vale Rd	435: Cattle Grid to Plantation Gate	\$66,500	6650	2.66	9.0
Lockhart Rd	455: Cattle Grid to End	\$8,250	825	0.33	8.0
Stockdale Rd	742: Gate to Pavement Change	\$35,850	3585	1.20	8.0
Stockdale Rd	743: Pavement Change to Parsons Creek Rd	\$62,700	6270	2.09	7.0
		\$180,925			

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## 6. Gravel Resheeting – Cootamundra

Segment ID	Road/Street Name	From	Chainage	To	Length	Width	Area	Condition	Cost
<b>2018-19</b>									
1378	Lane B/W Mcconaghy St - Wills St	Lane # 19	0	174	174	5.0	870.0	9.00	\$ 13,311.00
1786	Yeo Yeo Lane	Bend North	825	1,825	1,000	5.0	5,000.0	9.00	\$ 54,000.00
304	Crowleys Rd	Burra Rd	0	110	110	3.0	330.0	8.00	\$ 2,750.00
1240	Grahams Lane	Mr 87	0	960	960	4.0	3,840.0	8.00	\$ 43,200.00
1945	Hillbank Lane	Gate	2,210	2,540	330	5.0	1,650.0	8.00	\$ 17,325.00
1274	Hillview Road	Old Gundagai Road East	0	850	850	5.0	4,250.0	8.00	\$ 38,250.00
1394	Lane B/W Richards St - Ward St	Lawrence St	0	220	220	5.0	1,100.0	8.00	\$ 9,900.00
1950	Ryans Lane	Pavement Change	1,900	3,060	1,160	4.0	4,640.0	8.00	\$ 57,420.00
1947	Ryans Lane	Gates North Side	3,060	3,850	790	4.0	3,160.0	8.00	\$ 39,105.00
1719	Troy Street	Mr 235	0	180	180	4.0	720.0	8.00	\$ 9,450.00
1960	Race Course Road	End of Seal	945	1,220	275	6.0	1,650.0	7.00	\$ 16,500.00
1000	Adam Street	Geraldara	0	250	250	4.0	1,000.0	6.00	\$ 11,250.00
									<b>\$ 312,461.00</b>
<b>2019-20</b>									
1031	Bauloora Lane	Mr 235	0	1,590	1,590	5.0	7,950.0	7.00	\$ 78,705.00
1272	Hibernia Street Lane	End of Seal	390	600	210	4.0	840.0	7.00	\$ 25,000.00
1952	Ingolds Lane	Property Ent	2,050	3,280	1,230	6.0	7,380.0	7.00	\$ 83,025.00
1937	Lismore Road	Grid	4,070	4,810	740	4.0	2,960.0	7.00	\$ 33,300.00
1468	Meemar Road	Mr 235	0	610	610	5.0	3,050.0	7.00	\$ 32,025.00
1000	Adam Street	Geraldara	0	250	250	4.0	1,000.0	6.00	\$ 11,250.00
1001	Adam Street Pt 2	Dudauman	0	80	80	4.0	320.0	6.00	\$ 30,000.00
1026	Barana Road	Mr 235	0	455	455	5.0	2,275.0	6.00	\$ 21,840.00
1205	Faulks Lane	Cullinga Mines	0	400	400	6.0	2,400.0	6.00	\$ 24,000.00
1632	Reservoir Road No 1 Road	Gundagai Rd	0	445	445	4.0	1,780.0	6.00	\$ 18,022.50
									<b>\$ 357,167.50</b>

## 7. Kerbs – Gundagai

ams_num	road	segment	Replacement \$	length	Condition
2018-2019					
14118	Byron St	227: Sheridan La to Sheridan St	\$11,880	66	7.0
14120	Byron St	228: Sheridan St to First Ave	\$18,720	104	7.0
14254	First Ave	349: Homer St to Byron St	\$25,560	213	7.0
14257	First Ave	350: Byron St to Otway St	\$18,360	153	7.0
14258	First Ave	350: Byron St to Otway St	\$24,720	206	7.0
14422	Kitchener St	441: Sheridan St to First Ave	\$12,960	108	7.0
14423	Kitchener St	441: Sheridan St to First Ave	\$12,960	108	7.0
			\$125,160		
2019-2020					
14241	Eagle St	327: Tumut St EOS to Ridge St	\$6,000	30	7.0
14333	Homer St	398: Sheridan St to Punch St	\$12,000	100	7.0

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14332	Homer St	398: Sheridan St to Punch St	\$18,000	100	7.0
14785	Sheridan St	699: Seal Change to Otway St	\$19,620	109	7.0
14794	Sheridan St	703: Homer to Virgil St	\$2,640	22	7.0
14796	Sheridan St	704: Virgil St to Ovid St	\$5,400	30	7.0
14469	Luke St	460: Mount St to Eagle St	\$39,420	219	6.0
			<b>\$103,080</b>		

## 8. Kerbs – Cootamundra

ams_num	road	segment	Replacement \$	length	Condition
2018-2019					
14411	Justin Street	1333: Parker to Murray	\$43,200	240	8.0
14412	Justin Street	1333: Parker to Murray	\$43,200	240	8.0
14171	Cooper Street	1112: Wallendoon to Bourke	\$37,800	210	8.0
			\$124,200		
2019-2020					
14067	Bapaume Street	1024: Chamen to Murray	\$25,740	143	8.0
14171	Cooper Street	1112: Wallendoon to Bourke	\$37,800	210	8.0
14311	Hay Street	1259: Adams to O'Donnell	\$24,300	135	8.0
14364	Hume Street	1297: Florance to Berthong	\$45,900	255	8.0
			\$133,740		

## 9. Footpaths – Gundagai

ams_num	road	segment	Replacement \$	area	length	Condition
2018-2019						
15035	First Ave	348: Virgil St to Homer St	\$33,000	440	220	6
			\$33,000			
2019-2020						
15183	Punch St	637: Byron St to Otway St	\$16,050	214	178	8
15000	Byron St	227: Sheridan La to Sheridan St	\$4,165	119	22	7
15076	Kitchener St	441: Sheridan St to First Ave	\$6,510	186	53	7
			\$26,725			

## 10. Footpaths – Cootamundra

ams_num	road	segment	Replacement \$	area	length	Condition
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**2018-2019**

15225	Sutton Street	1700: Mackay to Wallendoon	\$6,510	186	155	10.0
15016	Cooper Street	1113: Bourke to Adams	\$210	6	5	9.0
15085	Lloyd Conkey Avenue	1436: Cowcumbula St to Gundagai Rd	\$4,655	133	95	9.0
15073	King Street	1346: George to Hoskins	\$4,375	125	26	8.0
15220	Sutton Street	1697: Cowcumbula to Franis	\$8,190	234	195	8.0
			<b>\$23,940</b>			

**2019-2020**

15056	Hovell Street	1291: Mackay to Wallendoon	\$11,865	339	212	7.0
15123	Murray Street	1488: Adams to O'Donnell	\$2,100	140	100	7.0
15124	Murray Street	1489: O'Donnell to Justin	\$2,115	141	101	7.0
14986	Bourke Street	1068: Cooper to Parker	\$9,600	128	80	6.0
			<b>\$25,680</b>			

## 11. Bridges - Shirewide

ams_nu m	road	segment	Replacement \$	Condition
<b>2018-2019</b>				
15334	Edwardstown Rd (#144, CH 280)	Big Ben Creek	\$119,970	7.0
<b>2019-2020</b>				
15309	Burra Rd (#126, CH 14680)	Bongolong Ck	\$315,900	8.0

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## Appendix C Regional Roads Priority Lists (October 2018)

### Regional Road Pavement Priorities

ams_num	component	road	segment	yr_built	built_date	Useful_Lif	Replacement \$	area	length	Condition
11747	Pvmt	Muttama Rd Coota	1494: Coota/Gundagai Bndry to Glenmore	1955	01/07/1955	60	253470	9052.5	1.065	7.8
11808	Pvmt	Nangus Rd	554: 18.25 Soldier Settlers Rd to Wantiool St			65	268056	14892	2.04	7.17
11807	Pvmt	Nangus Rd	553: Nangus Tip Rd to 18.25 Soldier Settlers Rd			65	305712	16984	1.93	7.13
11799	Pvmt	Nangus Rd	545: Seal Change to Seal Change	1983	01/07/1983	65	142506	7917	0.91	6.17
11771	Pvmt	Muttama Rd Gunga	503: Wambidgee Rd to Seal Change	1992	01/07/1992	65	226332	12574	1.38	6.09
12216	Pvmt	West St	812: Seal Change to William St	1979	01/07/1979	90	72460	3623	0.345	6.09
11806	Pvmt	Nangus Rd	552: Bridge to Nangus Tip Rd	1967	01/07/1967	65	133920	7440	0.93	6.06
11815	Pvmt	Nangus Rd	562: Width Change to Seal Change			65	85077	4726.5	0.685	6.06
11796	Pvmt	Nangus Rd	542: Seal Change to 4.72 Backstation Ck Rd	1980	01/07/1980	65	314640	17480	1.84	6
11805	Pvmt	Nangus Rd	551: Seal Change to Bridge	1968	01/07/1968	65	297648	16536	2.12	6
12109	Pvmt	Stockinbingal Road	1933: Seal Change to Seal Change			60	221200	7900	0.79	6
12220	Pvmt	West St	816: Punch St to Sheridan St	1961	01/07/1961	90	65052	3252.6	0.234	5.64
11733	Pvmt	Mount St	490: Seal Change to Middle St	1976	01/07/1976	90	37136	1856.8	0.194	5.4
11754	Pvmt	Muttama Rd Coota	1501: "Narina" Access to Cowcumbula Dam	1957	01/07/1957	60	545300	19475	2.05	5.37
12103	Pvmt	Stockinbingal Road	1688: Seal Change to Meemar Rd	1960	01/07/1960	60	224840	8030	0.803	5.21
11770	Pvmt	Muttama Rd Gunga	502: Seal Change to Wambidgee Rd	1991	01/07/1991	65	252108	14006	1.69	5.17
12219	Pvmt	West St	815: Hanley St to Punch St	1962	01/07/1962	90	65664	3283.2	0.228	5.17
12102	Pvmt	Stockinbingal Road	1687: Bauloora La to Seal Change	1960	01/07/1960	60	463400	16550	1.655	5.11
12111	Pvmt	Stockinbingal Road	1692: Pavement Change to Burley Griffin Way	1961	01/07/1961	60	286314	10225.5	1.203	5.11
11775	Pvmt	Muttama Rd Gunga	507: Seal Change to 13.12 Caulderwood Rd			65	290628	16146	1.755	5.09
11778	Pvmt	Muttama Rd Gunga	510: 15.54 Reef Creek Rd to 16.41 Bridge St	2004	01/07/2004	65	169290	9405	1.045	5.09
12107	Pvmt	Stockinbingal Road	1938: Seal Change to Gilmores La			60	502600	17950	1.795	5.08

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ams_num	component	road	segment	yr_built	built_date	Useful_Lif	Replacement \$	area	length	Condition
11776	Pvmt	Muttama Rd Gunga	508: 13.12 Caulderwood Rd to Seal Change	2007	01/07/2007	65	194922	10829	1.19	5.06
12100	Pvmt	Stockinbingal Road	1685: Manga-Phae to Culvert	1957	01/07/1957	60	407400	14550	1.455	5.06
12101	Pvmt	Stockinbingal Road	1686: Culvert to Bauloora La	1957	01/07/1957	60	322000	11500	1.15	5.06
12217	Pvmt	West St	813: William St to O'Hagan St	1974	01/07/1974	90	109632	5481.6	0.33	5.06
12104	Pvmt	Stockinbingal Road	1689: Meemar Rd to Seal Change	1961	01/07/1961	60	483560	17270	1.727	5.03
11795	Pvmt	Nangus Rd	541: Seal Change to Seal Change	1981	01/07/1981	65	85914	4773	0.555	5.01
11791	Pvmt	Nangus Rd	537: Seal Change to 1.42 Kimo Rd	1996	01/07/1996	65	113328	6296	0.75	5
11809	Pvmt	Nangus Rd	556: Bridge to Bethungra Rd			65	229500	12750	1.5	5
11811	Pvmt	Nangus Rd	558: Seal Change to Culvert			65	217899	12105.5	1.705	5
11813	Pvmt	Nangus Rd	560: Morris Rd to Seal Change			65	180837	10046.5	1.415	5
11814	Pvmt	Nangus Rd	561: Seal Change to Width Change			65	135594	7533	0.93	5
12099	Pvmt	Stockinbingal Road	1684: Old Temora Road to Manga-Phae	1957	01/07/1957	60	299880	10710	1.02	5
11749	Pvmt	Muttama Rd Coota	1496: Weventure Hayshed to Grahams Lan	1955	01/07/1955	60	679817.6	24279.2	2.759	4.55
11750	Pvmt	Muttama Rd Coota	1497: Grahams Lan to Old Gundagai Rd	1956	01/07/1956	60	318595.2	11378.4	1.293	4.37
11751	Pvmt	Muttama Rd Coota	1498: Old Gundagai Rd to Brawlin School	1957	01/07/1957	60	309582	11056.5	1.215	4.37
11753	Pvmt	Muttama Rd Coota	1500: Brawlin Rd to "Narina" Access	1957	01/07/1957	60	432180	15435	1.715	4.25
11752	Pvmt	Muttama Rd Coota	1499: Brawlin School to Brawlin Rd	1957	01/07/1957	60	640528	22876	2.408	4.21
12096	Pvmt	Stockinbingal Road	1682: Boundary Road to Seal Change	1955	01/07/1955	60	162680	5810	0.415	4.21
12032	Pvmt	Rosehill Road	1959: Seal Change to Seal Change			60	371280	13260	1.56	4.18
11769	Pvmt	Muttama Rd Gunga	501: Seal Change to Seal Change	1984	01/07/1984	65	216918	12051	1.545	4.09
12106	Pvmt	Stockinbingal Road	1691: Nioka Bridge to Seal Change	1961	01/07/1961	60	387800	13850	1.385	4.08
11298	Pvmt	Cross St	289: Eagle St to Charlotte St	1997	01/07/1997	90	36876	1843.8	0.237	4.06
11779	Pvmt	Muttama Rd Gunga	511: 16.41 Bridge St to Seal Change	2005	01/07/2005	65	167670	9315	1.035	4.06
11816	Pvmt	Nangus Rd	563: Seal Change to Shire Boundary			65	242181	13454.5	1.895	4.06
11765	Pvmt	Muttama Rd Gunga	497: Seal Change to Seal Change	1980	01/07/1980	65	269451	14969.5	1.645	4.03
11777	Pvmt	Muttama Rd Gunga	509: Seal Change to 15.54 Reef Creek Rd	1986	01/07/1986	65	153090	8505	0.945	4
11788	Pvmt	Nangus Rd	534: Sheridan La to Jones Ck Br	1992	01/07/1992	90	59940	2997	0.37	4

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ams_num	component	road	segment	yr_built	built_date	Useful_Lif	Replacement \$	area	length	Condition
11790	Pvmt	Nangus Rd	536: Seal Change to Seal Change	2007	01/07/2007	65	38160	2120	0.2	4
11800	Pvmt	Nangus Rd	546: Seal Change to Seal Change	1987	01/07/1987	65	256968	14276	1.66	4
11802	Pvmt	Nangus Rd	548: Seal Change to Seal Change	1989	01/07/1989	65	184680	10260	1.14	4
11810	Pvmt	Nangus Rd	557: Bethungra Rd to Seal Change			65	50580	2810	0.51	4
11812	Pvmt	Nangus Rd	559: Culvert to Morris Rd			65	185949	10330.5	1.455	4
12218	Pvmt	West St	814: O'Hagan St to Hanley St	2001	01/07/2001	90	187166	9358.3	0.824	4
11748	Pvmt	Muttama Rd Coota	1495: Glenmore to Weventure Hayshed	1955	01/07/1955	60	277984	9928	1.168	3.18
11757	Pvmt	Muttama Rd Coota	1504: Jugiong Road to Turners Lane	1961	01/07/1961	60	327348	11691	1.299	3.18
11755	Pvmt	Muttama Rd Coota	1502: Cowcumbra Dam to 3 Mile Reserve	1960	01/07/1960	60	399795.2	14278.4	1.552	3.11
12098	Pvmt	Stockinbingal Road	1936: Old Temora Rd to Old Temora Rd			60	157500	5625	0.45	3.11
12033	Pvmt	Rosehill Road	1961: Seal Change to Gates North Side			60	240380	8585	1.01	3.08
12097	Pvmt	Stockinbingal Road	1683: Seal Change to 3.29 Rathmells La	1956	01/07/1956	60	280000	10000	1	3.08
12105	Pvmt	Stockinbingal Road	1690: Seal Change to Nioka Bridge	1961	01/07/1961	60	288288	10296	1.17	3.03
12206	Pvmt	Wee Jasper Rd	807: Seal Change to 3.74 Threeways Rd	2009	01/07/2009	65	169740	9430	1.49	3.03
11404	Pvmt	Eagle St South	332: Cross St to South St	1994	01/07/1994	90	50576	2528.8	0.232	3
11764	Pvmt	Muttama Rd Gunga	496: Hume Hwy (Overpass) to Seal Change	1978	01/07/1978	65	117486	6527	0.535	3
11766	Pvmt	Muttama Rd Gunga	498: Seal Change to Armours Rd	1992	01/07/1992	65	112203	6233.5	0.685	3
11767	Pvmt	Muttama Rd Gunga	499: Armours Rd to 3.40 Hoares Rd	1977	01/07/1977	65	220680	12260	1.4	3
11768	Pvmt	Muttama Rd Gunga	500: 3.40 Hoares Rd to Seal Change	1999	01/07/1999	65	206964	11498	1.3	3
11773	Pvmt	Muttama Rd Gunga	505: Seal Change to Seal Change	1993	01/07/1993	65	43056	2392	0.26	3
11793	Pvmt	Nangus Rd	539: Seal Change to Seal Change	2000	01/07/2000	65	120744	6708	0.78	3
11794	Pvmt	Nangus Rd	540: Seal Change to Seal Change	2001	01/07/2001	65	39600	2200	0.25	3
11797	Pvmt	Nangus Rd	543: 4.72 Backstation Ck Rd to Seal Change	1984	01/07/1984	65	256770	14265	1.585	3
11798	Pvmt	Nangus Rd	544: Seal Change to Seal Change	1977	01/07/1977	65	153900	8550	0.95	3
11801	Pvmt	Nangus Rd	547: Seal Change to Seal Change	1988	01/07/1988	65	150660	8370	0.93	3
11803	Pvmt	Nangus Rd	549: Seal Change to Seal Change	1991	01/07/1991	65	110700	6150	0.75	3
11804	Pvmt	Nangus Rd	550: Seal Change to Seal Change	1969	01/07/1969	65	117576	6532	0.71	3

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ams_num	component	road	segment	yr_built	built_date	Useful_Lif	Replacement \$	area	length	Condition
12221	Pvmt	West St	817: Sheridan St to Sheridan La	1966	01/07/1966	90	47676	2383.8	0.137	3
11758	Pvmt	Muttama Rd Coota	1962: Turners La to Seal Change			60	64036	2287	0.19	2.45
12095	Pvmt	Stockinbingal Road	1681: McGowan to Boundary Road	1955	01/07/1955	60	531650	18987.5	1.519	2.11
11756	Pvmt	Muttama Rd Coota	1503: 3 Mile Reserve to Jugiong Road	1960	01/07/1960	60	243432	8694	0.966	2
11772	Pvmt	Muttama Rd Gunga	504: Seal Change to Seal Change	1993	01/07/1993	65	102816	5712	0.595	2
12222	Pvmt	West St S/R	818: Jack Mosed St West to End			100	24480	1224	0.098	2
11774	Pvmt	Muttama Rd Gunga	506: Seal Change to Seal Change			65	91377	5076.5	0.455	1
11780	Pvmt	Muttama Rd Gunga	512: Seal Change to Rawilla Rd	1987	01/07/1987	65	202293	11238.5	1.235	1
11781	Pvmt	Muttama Rd Gunga	513: Rawilla Rd to Shire Boundary	1987	01/07/1987	65	122850	6825	0.75	1
11789	Pvmt	Nangus Rd	535: Jones Ck Bridge to Seal Change	1972	01/07/1972	65	35217	1956.5	0.215	1
11792	Pvmt	Nangus Rd	538: 1.42 Kimo Rd to Seal Change	2011	01/07/2011	65	51030	2835	0.315	1
12110	Pvmt	Stockinbingal Road	1934: Seal Change to Pavement Change			60	261800	9350	0.85	1
12205	Pvmt	WeeJasper Rd	806: Start of Seal to Seal Change	2008	01/07/2008	65	190260	10570	1.51	1
11113	Pvmt	Back Brawlin Road	1907: Seal Change to End of Seal			60	231336	8262	1.02	0
12779	Pvmt	WeeJasper Rd	805: Shire Boundary (South-East) to Start of Seal	2010	01/07/2010	15	113750	11375	1.75	0
12780	Pvmt	WeeJasper Rd	808: 3.74 Threeways Rd to Shire Boundary	2002	01/07/2002	15	36000	3600	0.6	0
12781	Pvmt	WeeJasper Rd	810: Shire Boundary to Shir Boundary (East)	2008	01/07/2008	15	93000	9300	1.86	0

### Regional Road Sealing Priorities

ams_num	component	road	segment	yr_built	built_date	Useful_Lif	Replacement \$	area	length	Condition
13516	Seal	Muttama Rd Coota	1494: Coota/Gundagai Bndry to Glenmore	1998	01/07/1998	18	50534.25	7774.5	1.065	8.03
13865	Seal	Stockinbingal Road	1682: Boundary Road to Seal Change	1998	01/07/1998	18	33718.75	5187.5	0.415	7.73
13867	Seal	Stockinbingal Road	1936: Old Temora Rd to Old Temora Rd	1999	01/07/1999	18	33637.5	5175	0.45	7.58
13524	Seal	Muttama Rd Coota	1502: Cowcumbula Dam to 3 Mile Reserve	2000	01/07/2000	18	71624.8	11019.2	1.552	6.82
13502	Seal	Mount St	490: Seal Change to Middle St	2000	01/07/2000	16	7761.6	1724.8	0.194	6.81

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ams_num	component	road	segment	yr_built	built_date	Useful_Lif	Replacement \$	area	length	Condition
13518	Seal	Muttama Rd Coota	1496: Weventure Hayshed to Grahams Lan	2001	01/07/2001	18	134501.25	20692.5	2.759	6.81
13878	Seal	Stockinbingal Road	1933: Seal Change to Seal Change	2000	01/07/2000	18	45188	6952	0.79	6.67
13519	Seal	Muttama Rd Coota	1497: Grahams Lan to Old Gundagai Rd	2001	01/07/2001	18	63033.75	9697.5	1.293	6.66
13520	Seal	Muttama Rd Coota	1498: Old Gundagai Rd to Brawlin School	2001	01/07/2001	18	57651.75	8869.5	1.215	6.66
13539	Seal	Muttama Rd Gunga	502: Seal Change to Wambidgee Rd	2001	01/07/2001	16	59760	13280	1.69	6.52
13568	Seal	Nangus Rd	545: Seal Change to Seal Change	2001	01/07/2001	16	33169.5	7371	0.91	6.52
13577	Seal	Nangus Rd	554: 18.25 Soldier Settlers Rd to Wantiool St	2001	01/07/2001	16	61506	13668	2.04	6.52
13581	Seal	Nangus Rd	559: Culvert to Morris Rd	2001	01/07/2001	16	42558.75	9457.5	1.455	6.52
13576	Seal	Nangus Rd	553: Nangus Tip Rd to 18.25 Soldier Settlers Rd	2000	01/07/2000	16	76428	16984	1.93	6.51
13523	Seal	Muttama Rd Coota	1501: "Narina" Access to Cowcumbula Dam	2003	01/07/2003	18	103935	15990	2.05	6.37
13880	Seal	Stockinbingal Road	1692: Pavement Change to Burley Griffin Way	2013	01/07/2013	18	66465.75	10225.5	1.203	6.37
13538	Seal	Muttama Rd Gunga	501: Seal Change to Seal Change	2001	01/07/2001	16	50058	11124	1.545	6.21
13565	Seal	Nangus Rd	542: Seal Change to 4.72 Backstation Ck Rd	2000	01/07/2000	16	78660	17480	1.84	6.21
13566	Seal	Nangus Rd	543: 4.72 Backstation Ck Rd to Seal Change	2000	01/07/2000	16	59913	13314	1.585	6.21
13870	Seal	Stockinbingal Road	1686: Culvert to Bauloora La	2009	01/07/2009	18	67275	10350	1.15	6.21
13582	Seal	Nangus Rd	560: Morris Rd to Seal Change	2001	01/07/2001	16	41388.75	9197.5	1.415	6.06
13584	Seal	Nangus Rd	562: Width Change to Seal Change	2001	01/07/2001	16	19419.75	4315.5	0.685	6.06
13526	Seal	Muttama Rd Coota	1504: Jugiong Road to Turners Lane	2004	01/07/2004	18	63326.25	9742.5	1.299	6.06
13869	Seal	Stockinbingal Road	1685: Manga-Phae to Culvert	2008	01/07/2008	18	85117.5	13095	1.455	6.06
13570	Seal	Nangus Rd	547: Seal Change to Seal Change	2003	01/07/2003	16	37665	8370	0.93	5.91
13991	Seal	West St S/R	818: Jack Mosed St West to End	2001	01/07/2001	16	5202	1156	0.098	5.76
13545	Seal	Muttama Rd Gunga	508: 13.12 Caulderwood Rd to Seal Change	1999	01/07/1999	16	48730.5	10829	1.19	5.75
13871	Seal	Stockinbingal Road	1687: Bauloora La to Seal Change	2010	01/07/2010	18	91438.75	14067.5	1.655	5.75
13548	Seal	Muttama Rd Gunga	511: 16.41 Bridge St to Seal Change	1999	01/07/1999	20	65205	9315	1.035	5.75
13067	Seal	Cross St	289: Eagle St to Charlotte St	2002	01/07/2002	16	7406.1	1645.8	0.237	5.61
13540	Seal	Muttama Rd Gunga	503: Wambidgee Rd to Seal Change	2002	01/07/2002	16	53397	11866	1.38	5.61
13872	Seal	Stockinbingal Road	1688: Seal Change to Meemar Rd	2010	01/07/2010	18	43321.85	6664.9	0.803	5.61

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13583	Seal	Nangus Rd	561: Seal Change to Width Change	2001	01/07/2001	16	31387.5	6975	0.93	5.6
13986	Seal	West St	813: William St to O'Hagan St	2001	01/07/2001	16	23322.6	5182.8	0.33	5.6
13802	Seal	Rosehill Road	1961: Seal Change to Gates North Side	2001	01/07/2001	18	52520	8080	1.01	5.6
13541	Seal	Muttama Rd Gunga	504: Seal Change to Seal Change	1999	01/07/1999	16	24097.5	5355	0.595	5.45
13563	Seal	Nangus Rd	540: Seal Change to Seal Change	2003	01/07/2003	16	9225	2050	0.25	5.45
13580	Seal	Nangus Rd	558: Seal Change to Culvert	2001	01/07/2001	16	49871.25	11082.5	1.705	5.45
13989	Seal	West St	816: Punch St to Sheridan St	2003	01/07/2003	16	13373.1	2971.8	0.234	5.45
13873	Seal	Stockinbingal Road	1689: Meemar Rd to Seal Change	2011	01/07/2011	18	93171.65	14334.1	1.727	5.31
13522	Seal	Muttama Rd Coota	1500: Brawlin Rd to "Narina" Access	1998	01/07/1998	18	84721	13034	1.715	5.15
13525	Seal	Muttama Rd Coota	1503: 3 Mile Reserve to Jugiong Road	2004	01/07/2004	18	48976.2	7534.8	0.966	5.15
13988	Seal	West St	815: Hanley St to Punch St	2003	01/07/2003	16	13543.2	3009.6	0.228	5.15
13575	Seal	Nangus Rd	552: Bridge to Nangus Tip Rd	2002	01/07/2002	16	30969	6882	0.93	5
13536	Seal	Muttama Rd Gunga	499: Armours Rd to 3.40 Hoares Rd	2004	01/07/2004	16	52200	11600	1.4	4.85
13557	Seal	Nangus Rd	534: Sheridan La to Jones Ck Br	2003	01/07/2003	16	12487.5	2775	0.37	4.85
13517	Seal	Muttama Rd Coota	1495: Glenmore to Weventure Hayshed	1999	01/07/1999	18	56940	8760	1.168	4.69
13534	Seal	Muttama Rd Gunga	497: Seal Change to Seal Change	2004	01/07/2004	16	62921.25	13982.5	1.645	4.55
13535	Seal	Muttama Rd Gunga	498: Seal Change to Armours Rd	2004	01/07/2004	16	26201.25	5822.5	0.685	4.55
13868	Seal	Stockinbingal Road	1684: Old Temora Road to Manga-Phae	2006	01/07/2006	18	58344	8976	1.02	4.54
13985	Seal	West St	812: Seal Change to William St	2007	01/07/2007	16	16303.5	3623	0.345	4.54
13547	Seal	Muttama Rd Gunga	510: 15.54 Reef Creek Rd to 16.41 Bridge St	2005	01/07/2005	16	42322.5	9405	1.045	4.4
13560	Seal	Nangus Rd	537: Seal Change to 1.42 Kimo Rd	2004	01/07/2004	16	25866	5748	0.75	4.39
13544	Seal	Muttama Rd Gunga	507: Seal Change to 13.12 Caulderwood Rd	2005	01/07/2005	16	67128.75	14917.5	1.755	4.25
13533	Seal	Muttama Rd Gunga	496: Hume Hwy (Overpass) to Seal Change	2002	01/07/2002	20	43442	6206	0.535	4.24
13987	Seal	West St	814: O'Hagan St to Hanley St	2003	01/07/2003	16	40181.85	8929.3	0.824	4.24
13975	Seal	Wee Jasper Rd	807: Seal Change to 3.74 Threeways Rd	2005	01/07/2005	16	38425.5	8539	1.49	4.09
13864	Seal	Stockinbingal Road	1681: Mogowan to Boundary Road	2007	01/07/2007	18	104659.1	16101.4	1.519	3.94
13579	Seal	Nangus Rd	557: Bethunga Rd to Seal Change	2007	01/07/2007	16	11407.5	2535	0.51	3.79

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13974	Seal	WeeJasper Rd	806: Start of Seal to Seal Change	2000	01/07/2000	16	42129	9362	1.51	3.79
13569	Seal	Nangus Rd	546: Seal Change to Seal Change	2007	01/07/2007	16	64242	14276	1.66	3.64
13578	Seal	Nangus Rd	556: Bridge to Bethungra Rd	2007	01/07/2007	16	57375	12750	1.5	3.64
13866	Seal	Stockinbingal Road	1683: Seal Change to 3.29 Rathmells La	2004	01/07/2004	18	52650	8100	1	3.64
13874	Seal	Stockinbingal Road	1690: Seal Change to Nioka Bridge	2012	01/07/2012	18	57037.5	8775	1.17	3.64
13875	Seal	Stockinbingal Road	1691: Nioka Bridge to Seal Change	2014	01/07/2014	18	76521.25	11772.5	1.385	3.64
13542	Seal	Muttama Rd Gunga	505: Seal Change to Seal Change	2005	01/07/2005	16	10062	2236	0.26	3.63
13546	Seal	Muttama Rd Gunga	509: Seal Change to 15.54 Reef Creek Rd	2005	01/07/2005	16	38272.5	8505	0.945	3.63
13567	Seal	Nangus Rd	544: Seal Change to Seal Change	2007	01/07/2007	16	35910	7980	0.95	3.49
13574	Seal	Nangus Rd	551: Seal Change to Bridge	2007	01/07/2007	16	68688	15264	2.12	3.49
13585	Seal	Nangus Rd	563: Seal Change to Shire Boundary	2007	01/07/2007	16	53723.25	11938.5	1.895	3.49
13801	Seal	Rosehill Road	1959: Seal Change to Seal Change	2009	01/07/2009	18	81120	12480	1.56	3.49
13521	Seal	Muttama Rd Coota	1499: Brawlin School to Brawlin Rd	2014	01/07/2014	18	125216	19264	2.408	3.48
13537	Seal	Muttama Rd Gunga	500: 3.40 Hoares Rd to Seal Change	2007	01/07/2007	16	49203	10934	1.3	3.48
13564	Seal	Nangus Rd	541: Seal Change to Seal Change	2005	01/07/2005	20	31080	4440	0.555	3.18
13527	Seal	Muttama Rd Coota	1962: Turners La to Seal Change	2009	01/07/2009	18	14248	2192	0.19	3.03
13559	Seal	Nangus Rd	536: Seal Change to Seal Change	2005	01/07/2005	20	14000	2000	0.2	2.88
13876	Seal	Stockinbingal Road	1938: Seal Change to Gilmores La	2011	01/07/2011	18	100340.5	15437	1.795	2.43
13571	Seal	Nangus Rd	548: Seal Change to Seal Change	2006	01/07/2006	16	46170	10260	1.14	2.42
13562	Seal	Nangus Rd	539: Seal Change to Seal Change	2006	01/07/2006	20	43680	6240	0.78	2.12
13572	Seal	Nangus Rd	549: Seal Change to Seal Change	2010	01/07/2010	16	26217	5826	0.75	1.67
13879	Seal	Stockinbingal Road	1934: Seal Change to Pavement Change	2000	01/07/2000	18	52487.5	8075	0.85	1.67
13173	Seal	Eagle St South	332: Cross St to South St	2008	01/07/2008	16	11379.6	2528.8	0.232	1.36
12882	Seal	Back Brawlin Road	1907: Seal Change to End of Seal	2000	01/07/2000	18	49062	7548	1.02	1.21
13561	Seal	Nangus Rd	538: 1.42 Kimo Rd to Seal Change	2008	01/07/2008	20	18522	2646	0.315	1.21
13573	Seal	Nangus Rd	550: Seal Change to Seal Change	2010	01/07/2010	20	42742	6106	0.71	1.21
13990	Seal	West St	817: Sheridan St to Sheridan La	2012	01/07/2012	16	9802.35	2178.3	0.137	1.21

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13543	Seal	Muttama Rd Gunga	506: Seal Change to Seal Change	2011	01/07/2011	20	34783	4969	0.455	0.61
13549	Seal	Muttama Rd Gunga	512: Seal Change to Rawilla Rd	2011	01/07/2011	20	73482.5	10497.5	1.235	0.61
13550	Seal	Muttama Rd Gunga	513: Rawilla Rd to Shire Boundary	2011	01/07/2011	20	44625	6375	0.75	0.61
13558	Seal	Nangus Rd	535: Jones Ck Bridge to Seal Change	2011	01/07/2011	20	12792.5	1827.5	0.215	0



## 9 MOTION OF WHICH NOTICE HAS BEEN GIVEN

### 9.1 NOTICE OF MOTION - AMENDMENT TO CEMETERIES AND CREMATORIA ACT 2013

DOCUMENT NUMBER	297899
REPORTING OFFICER	Charlie Sheahan, Councillor
AUTHORISING OFFICER	Phil McMurray, Acting General Manager

The following Notice of Motion signed by Councillor Charlie Sheahan was submitted on 19 February, 2019.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 26 February, 2019:

#### MOTION

**By way of policy Council adopt the following options as per the NSW Cemeteries and Crematoria Act 2013 No. 105:**

**That Cootamundra Gundagai Regional Council, as the recognised cemetery operator, protects all existing “Perpetual Internment Rights”, and in the future offers only “Perpetual Internment Rights”, across all cemeteries under Council’s control.**

#### Note from Councillor

I have received some enquiries regarding the Government’s recent amendment to the Cemetery and Crematorium Act expressing concern over the short term 25 year internment.

This is to address the limited land space for burials in the Sydney area, and to provide the cemetery operator with the ability to reuse plots after 25 years. The amendment to the Act provides an option for cemetery operators to offer a 25 year lease of burial plots.

Under the Act if a family does not extend the lease after the 25 year period the cemetery operator can exhume the remains and reuse the plot.

Under the Act notice will be given to the family if they wish to extend the lease to a maximum of 99 years after the 25 year period expires. If declined or no response from the family is received, then after 2 years the operator can exhume the remains, remove any memorials and reuse the plot.

The exhumed remains will be placed in a somewhat tighter premises, an ossuary house, otherwise known as a “bone room”.

The CGRC is a cemetery operator in the region and none of Council’s cemeteries have issues with available space and at the present rate of burials have many, many years of use into the future.

As Council’s Fees and Charges Committee is currently reviewing cemetery charges, where I might add Council’s intention is for cost recovery only. I believe it is timely that we address the amendment to the Cemetery and Crematoria Act.

In view of the Act allowing the cemetery operator the option to offer the 25 year “renewable internment right”, I believe CGRC should continue to show the respect to our deceased by ensuring that our graves will be protected by a “perpetual internment right”, where the remains are undisturbed forever.

This Notice of Motion is submitted to this meeting with a view to reassuring the community that this will be the case.

**10 QUESTIONS WITH NOTICE**

Nil

**11 CONFIDENTIAL ITEMS****11.1 CLOSED COUNCIL REPORT**

DOCUMENT NUMBER	298014
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phil McMurray, Acting General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<b>4. Good governance: an actively engaged community and strong leadership team</b>  4.1 Decision-making is based on collaborative, transparent and accountable leadership
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	To facilitate compliance with sections 10 and 11 of the Local Government Act 1993.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil