



COOTAMUNDRA-
GUNDAGAI REGIONAL
COUNCIL

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Business Paper

ORDINARY COUNCIL MEETING

COUNCIL CHAMBERS, GUNDAGAI

6:00PM, TUESDAY 31st March, 2020

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 Council Chambers, Gundagai on:

Tuesday, 31st March, 2020 at 6:00PM

The agenda for the meeting is enclosed.

Phillip McMurray
General Manager

AGENDA

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1 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.

ADJOURN MEETING FOR OPEN FORUM

2 OPEN FORUM

RESUME OPEN MEETING

3 APOLOGIES

4 DISCLOSURES OF INTEREST

5 CONFIRMATION OF MINUTES

5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 25 FEBRUARY 2020

| | |
|--------------------------|--|
| REPORTING OFFICER | Marianne McInerney, Personal Assistant to the General Manager |
| AUTHORISING OFFICER | Phillip McMurray, 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 25 February 2020 |

RECOMMENDATION

The Minutes of the Ordinary Meeting of Council held on Tuesday 25 February 2020 be confirmed as a true and correct record of the meeting.

Minutes

ORDINARY COUNCIL MEETING

ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA

6:00PM, TUESDAY 25th February, 2020

Administration Centres: 1300 459 689

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA
ON TUESDAY, 25 FEBRUARY 2020 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, Cr Charlie Sheahan

IN ATTENDANCE: Phil McMurray (Acting General Manager), Ganesh Ganeshamoorthy (Manager Assets), Susan Gheller (Manager of Business), Mark Ellis (Manager Civil Works), Miriam Crane (Manager of Community and Culture), Sharon Langman (Manager Development, Building and Compliance), Andrew Brock (Manager Facilities), Tim Swan (Manager Finance), Janelle Chapman (Acting Manager Regulatory Services), Matt Stubbs (Manager Technical Services), Wayne Bennett (Manager Waste, Parks & Recreation Services)

1 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.

ADJOURN MEETING FOR OPEN FORUM

RESOLUTION 040/2020

Moved: Cr Leigh Bowden

Seconded: Cr David Graham

Council adjourn for Open Forum.

CARRIED

2 OPEN FORUM

List of Speakers

1. Geoff Larsen – Mr Larsen addressed Council on his concerns in relation to Muttama Creek flooding at the Cutler Avenue causeway and impacting his house situated alongside the creek. Further he is also concerned of children playing on an exposed pipeline at the causeway crossing. As a member of the Inland Rail Committee, Mr Larsen also expressed his disappointment at the absence of Council representation at the Inland Rail Consultative Committee meetings.
2. Allan Young – Mr Young spoke in opposition of item 8.4.2 Development Application DA2019/149 – Cattle Feedlot, 358 Jugiong road, Cootamundra. As a neighbour to the property he provided examples of the anticipated negative impacts to his family if Council approved the development application.
3. Angie-Lee Farmer – Mrs Farmer posed questions to Council in relation to the Bangus Quarry development. The Bangus Quarry development is being determined by the Southern Regional Planning Panel.
4. Kelsey Farmer – Mr Farmer addressed Council in relation to the Bangus Quarry Development. Mr Farmer advised that gravel extraction was occurring at 6:00am some Saturday mornings when people like to sleep in. The Bangus Quarry development is being determined by the Southern Regional Planning Panel.

5. Anthony White – Mr White addressed Council on the Bangus Quarry development site. He commented on lack of community consultation on the proposed development. Council was also questioned on the removal of some trees outside the quarry boundary. The Bangus Quarry development is being determined by the Southern Regional Planning Panel.
6. Dr Alan Hauquitz – Dr Hauquitz congratulated Council on its Climate and Energy Minuted in item 5.1 Confirmation of Council Minutes item 8.1.4 Statewide Mutual Climate Change Report and item 8.1.2 Energy Efficiencies.
7. Jacqueline Vincent – Ms Vincent spoke in support of item 8.10.2 Landscape Concept Plan (Cenotaph).

RESUME OPEN MEETING**RESOLUTION 041/2020**

Moved: Cr Penny Nicholson
Seconded: Cr Dennis Palmer

Council resume the Open Meeting.

CARRIED

3 APOLOGIES

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

RESOLUTION 042/2020

Moved: Cr Dennis Palmer
Seconded: Cr Gil Kelly

Apologies from Cr Craig Stewart be received and leave of absence granted.

CARRIED

4 DISCLOSURES OF INTEREST

Cr Dennis Palmer (Deputy Mayor) disclosed a significant non-pecuniary interest in item 8.4.2 Development Application DA2019-149 – Cattle Feedlot, 358 Jugiong Road, Cootamundra due to a relative living in proximity of the Feed Lot.

Cr Charlie Sheahan disclosed a less than significant non-pecuniary interest in item 8.10.1 Draft Waste Strategy Three Month Exhibition due to a relative being in the care of an organisation of similar commercial nature.

Phillip McMurray (General Manager) disclosed a significant pecuniary interest in Confidential item 11.2 Mayoral Update on the General Managers Performance Review being the General Manager.

5 CONFIRMATION OF MINUTES**5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 28 JANUARY 2020****RESOLUTION 043/2020**

Moved: Cr Gil Kelly

Seconded: Cr Dennis Palmer

The Minutes of the Ordinary Meeting of Council held on Tuesday 28 January 2020 be confirmed as a true and correct record of the meeting.

CARRIED

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

Note: The following amendments were made at the meeting:

25th January, 2020

Cr's Nicholson, Graham and I attended dinner with Australia Day 2020 Ambassador for Gundagai, Artist and curator Mr. Yanni Johns.

3rd February, 2020

Cr Sheahan attended a Cootamundra Adina Care Board Meeting

RESOLUTION 044/2020

Moved: Cr Leigh Bowden

Seconded: Cr Doug Phillips

The Mayoral Minute and additional information provided at the meeting be received and noted.

CARRIED

6.2 MAYORAL MINUTE - NATIONAL RUGBY LEAGUE ROADS TO REGION**RESOLUTION 045/2020**

Moved: Cr Dennis Palmer
Seconded: Cr Leigh Bowden

The Mayoral Minute on National Rugby League Roads to Region be received.

CARRIED

6.3 MAYORAL MINUTE - MARGARET COSSEY, OAM**RESOLUTION 046/2020**

Moved: Cr Charlie Sheahan
Seconded: Cr Leigh Bowden

A letter of congratulations be sent to 2020 Medal of the Order of Australia Mrs. Margaret Cossey, OAM for her tireless service to Indigenous literacy and special needs education.

CARRIED

7 REPORTS FROM COMMITTEES**7.1 MINUTES OF THE COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING HELD ON THURSDAY 13 FEBRUARY 2020****RESOLUTION 047/2020**

Moved: Cr Gil Kelly
Seconded: Cr Charlie Sheahan

1. **The Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held on Thursday 13 February 2020 (attached) are submitted for the consideration of Council.**
2. **The recommendations included in the report, if any, be considered.**

CARRIED

7.2 MINUTES OF THE ACCESS AND INCLUSION COMMITTEE MEETING HELD ON THURSDAY 23 JANUARY 2020**RESOLUTION 048/2020**

Moved: Cr Dennis Palmer

Seconded: Cr Penny Nicholson

1. The Minutes of the Access and Inclusion Committee Meeting held on Thursday 23 January 2020 (attached) were adopted.
2. That Management and Customer Service staff be provided with Disability Inclusion training.
3. The inclusive playspace considered for Jubilee Park be relocated to Albert Park.

CARRIED

8 GENERAL MANAGER'S REPORT**8.1 BUSINESS****8.1.1 DELIVERY PROGRAM/OPERATIONAL PLAN QUARTERLY PROGRESS REPORT****RESOLUTION 049/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Charlie Sheahan

The Delivery Program 2018-2021 Incorporating the Operational Plan 2019/20 quarterly progress report, (Q2, 1 October - 31 December, 2019) be received and noted.

CARRIED

8.1.2 ENERGY EFFICIENCIES**RESOLUTION 050/2020**

Moved: Cr Dennis Palmer

Seconded: Cr Gil Kelly

That the Energy Efficiencies report be received and noted.

CARRIED

8.1.3 DRAFT CIVIC EVENTS AND CEREMONIAL FUNCTIONS POLICY

RESOLUTION 051/2020

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

The amended Draft Civic Events and Ceremonial Functions Policy, circulated separately to Council, be adopted.

CARRIED

8.1.4 DRAFT COMPANION ANIMALS MANAGEMENT PLAN

RESOLUTION 052/2020

Moved: Cr Dennis Palmer

Seconded: Cr Penny Nicholson

The draft Companion Animals Management Plan, attached to the report, be adopted.

CARRIED

8.1.5 DRAFT PESTICIDE NOTIFICATION PLAN

RESOLUTION 053/2020

Moved: Cr Charlie Sheahan

Seconded: Cr Doug Phillips

The draft Pesticide Use Notification Plan, attached to the report, be adopted.

CARRIED

8.1.6 INFORMATION BULLETIN

RESOLUTION 054/2020

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

The Information Bulletin, and attached correspondence, be received and noted.

CARRIED

8.1.7 INVITATION TO PARTICIPATE IN NATIONAL ROAD SAFETY WEEK 2020**RESOLUTION 055/2020**

Moved: Cr Charlie Sheahan
Seconded: Cr David Graham

1. Council participate in National Road Safety Week 2020.
2. Council allocate \$1000 from both Civil Works and Technical Services to promote the event.

CARRIED

8.1.8 COUNCIL MEETING ACTION REPORT**RESOLUTION 056/2020**

Moved: Cr Doug Phillips
Seconded: Cr David Graham

The Council Meeting Action Report be received and noted.

CARRIED

8.1.9 MUTTAMA HALL MANAGEMENT S.355 COMMITTEE MEETING MINUTES**RESOLUTION 057/2020**

Moved: Cr Leigh Bowden
Seconded: Cr Penny Nicholson

The Minutes of the Muttama Hall Management s.355 Committee meeting held on 12th December, 2019, attached to the report, be received and noted.

CARRIED

8.1.10 STOCKINBINGAL MEMORIAL HALL S355 COMMITTEE - MINUTES - 16TH JANUARY, 2020**RESOLUTION 058/2020**

Moved: Cr Gil Kelly
Seconded: Cr Dennis Palmer

The Minutes of the Stockinbingal Memorial Hall s355 Committee meeting held 16th January, 2020 (attached) be received and noted.

CARRIED

8.1.11 COOTAMUNDRA TOURISM ACTION GROUP SECTION 355 COMMITTEE**RESOLUTION 059/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

1. The Minutes of the Gundagai Tourism Action Group s.355 Committee meetings held on 6th February, 2020 attached to the report, be received and noted.
2. Recommendations contained in the Minutes, attached to the report, if any, be considered by Council.

CARRIED

8.1.12 REQUEST FOR SPONSORSHIP FOR THE NEW SOUTH WALES RURAL DOCTOR'S BUSH BURSARY AND COUNTRY WOMEN'S ASSOCIATION SCHOLARSHIP PROGRAM.

It was moved by Cr 's Sheahan and Bowden:

Council consider supporting the 20 New South Wales Rural Doctor's Network Bush Bursary and Country Women's Association Scholarship Program

On being put to the vote the Motion was LOST.D

8.1.13 COOTAMUNDRA COUNTRY CLUB WOMEN'S BOWLS REQUEST FOR SPONSORSHIP

RESOLUTION 060/2020

Moved: Cr Gil Kelly

Seconded: Cr Leigh Bowden

The amount of \$100 be donated to the Cootamundra Country Club Women's Bowls for their April, 2020 Annual Mixed Triples Tournament.

CARRIED

8.1.14 20TH HELI HEATWAVE REQUEST FOR SPONSORSHIP

RESOLUTION 061/2020

Moved: Cr Penny Nicholson

Seconded: Cr Doug Phillips

Council donate \$250 to the 20th Heli Heatwave to be held from Friday, 6th March to Monday, 9th March, 2020at the State Flying Field Cootamundra

CARRIED

8.1.15 GUNDAGAI ST PATRICKS SCHOOL REQUEST FOR DONATION

RESOLUTION 062/2020

Moved: Cr Doug Phillips

Seconded: Cr Penny Nicholson

Council not purchase the requested family swimming pool 2020/21 season pass the St Patricks School for their fundraising event as the Gundagai Swimming Pool is under private management.

CARRIED

8.2 FINANCE

8.2.1 MONTHLY FINANCE REPORT FOR JANUARY 2020

RESOLUTION 063/2020

Moved: Cr Charlie Sheahan

Seconded: Cr Doug Phillips

The Monthly Finance Report for January, 2020 be received and noted.

CARRIED

8.2.2 INVESTMENT REPORT - JANUARY 2020

RESOLUTION 064/2020

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

The Investment Report as at 31 January, 2020 be received and noted.

CARRIED

8.2.3 MONTHLY MAJOR PROJECTS STATUS REPORT – FEBRUARY, 2020

Note: It was noted at the meeting that the Monthly Major Projects Status Report was for February 2020 and not October, 2019 as stated in the Report.

RESOLUTION 065/2020

Moved: Cr Dennis Palmer

Seconded: Cr Charlie Sheahan

1. The Monthly Major Projects Status Update report be received and noted.
2. The recommended changes to the project budgets as listed be adopted.

CARRIED

8.3 COMMUNITY AND CULTURE**8.3.1 RECREATIONAL NEEDS STUDY PUBLIC CONSULTATION****RESOLUTION 066/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Charlie Sheahan

1. The Draft Cootamundra-Gundagai Recreational Needs Study (attached under separate cover) be placed on public exhibition for a period of twenty eight days inviting submissions from the community.
2. A further report on the Cootamundra-Gundagai Recreational Needs Study including submissions, if any, be prepared and submitted for the consideration of Council.

CARRIED

8.3.2 DROUGHT COMMUNITIES PROGRAM**RESOLUTION 067/2020**

Moved: Cr Gil Kelly

Seconded: Cr Charlie Sheahan

Applications be prepared and submitted through the Drought Communities Program for the Gundagai Main Street Development Stage Two (2) and Parker Street Cootamundra Upgrade.

CARRIED

8.4 DEVELOPMENT, BUILDING AND COMPLIANCE**8.4.1 DEVELOPMENT APPLICATIONS APPROVED FOR THE MONTH OF JANUARY, 2020****RESOLUTION 068/2020**

Moved: Cr David Graham
 Seconded: Cr Leigh Bowden

The information on Development Applications approved in January, 2020 be noted.

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

CARRIED

8.4.2 DEVELOPMENT APPLICATION DA2019/149 - CATTLE FEEDLOT, 358 JUGIONG ROAD, COOTAMUNDRA

Note: Having declared a significant non-pecuniary interest Cr Dennis Palmer (Deputy Mayor) left the meeting.

RESOLUTION 069/2020

Moved: Cr Charlie Sheahan
 Seconded: Cr Leigh Bowden

That Council approve the following development, subject to the consent conditions below:

Application No: DA2019/149
Property: Lot 1 DP1049802
358 Jugiong Road
COOTAMUNDRA NSW 2590

Development: Intensive livestock agriculture – to establish and operate a 600 SCU (standard cattle unit) cattle feedlot, containing a maximum of 852 head of cattle.

Conditions:

A. ADMINISTRATIVE CONDITIONS

Feedlot design, construction and operation – Industry guidelines

- A1. The design, construction and operation of the feedlot shall be in accordance with the following industry publications:
- (a) *Beef cattle feedlots: design and construction* (August 2016), Meat & Livestock Australia,
 - (b) *National Guidelines for Beef Cattle Feedlots in Australia* (3rd Edition), Meat & Livestock Australia,
 - (c) *National Beef Cattle Feedlot Environmental Code of Practice* (2nd Edition), Meat & Livestock Australia, and
 - (d) *Beef cattle feedlots: waste management and utilisation* (September 2015), Meat & Livestock Australia.

Parameters of consent

- A2. The maximum number of cattle accommodated on the property at any time must not exceed either of the following limits:
- (a) 600 standard cattle units, and
 - (b) 852 head of cattle
- Any increase above these numbers will require further consent to be obtained.

Approved plans, specifications and documents

- A3. The Development being completed in accordance following documents and written information (including all plans and specifications contained within), except where varied by conditions of this consent.

The Statement of Environmental Effects titled "*Proposed 600 SCU Cattle Feedlot*", dated 6th November 2019, prepared by Livestock Environmental and Planning, submitted 10th January 2020

Additional information, relating to water use, on-site dam storage, water balance, pen surface and manure management, emailed to Council, 13th February 2020 (10:37 am)

Additional information, relating to vehicle movements from the offsite disposal of manure, emailed to Council, 13th February 2020 (12:42 pm)

Inconsistencies between approved plans and documents, condition of consent and Industry guidelines

- A4. In the event of an inconsistency between the documents and/or plans referred to above, the latter documents and/or plans, shall prevail to the extent of the inconsistency.
- A5. In the event of an inconsistency between the conditions of this consent and the documents and/or plans referred to above, then the conditions of this consent shall prevail to the extent of the inconsistency.
- A6. In the event of an inconsistency between the conditions of this consent and the industry guidelines, referred to above, the Industry guidelines, shall prevail to the extent of the inconsistency.

B. PRIOR TO WORK/CONSTRUCTION COMMENCING

Clean water diversion bank

- B1. Prior to work commencing on-site, detailed design plans for the clean water diversion bank, shall be prepared by a suitably qualified professional, and shall be submitted to Council for approval.

Construction of pens

- B2. Prior to work commencing on-site, detailed design plans for the pen pads shall be prepared by a suitably qualified professional, and shall be submitted to Council for approval. The plans shall clearly

demonstrate that the pens have been designed in accordance with the SEE and the *Beef cattle feedlots: design and construction*, and in particular to meet the following standards as a minimum:

- (a) slope of between 3% and 4% (away from the feed bunk towards the drain),
- (b) underlain by at least 300 mm of clay or other suitable soil compacted to achieve a design permeability of $<1 \times 10^{-9}$ m/s.

Drain design

- B3. Prior to work commencing on-site, detailed design plans for the drain along the bottom of the pens, shall be prepared by a suitably qualified professional, and shall be submitted to Council for approval. The plans shall clearly demonstrate that the drain has been designed as per the SEE and the *Beef cattle feedlots: design and construction*, to meet the following standards as a minimum:
- (a) the drain can safely carry the peak flow rates resulting from a design storm event with an average recurrence interval (ARI) of 20 years,
 - (b) the flow velocity in the drain during the 20-year ARI design storm event should be greater than 0.5 m/s but at the same time be non-scouring,
 - (c) underlain by at least 300 mm of clay or other suitable soil compacted to achieve a design permeability of $<1 \times 10^{-9}$ m/s.

Design and construction plans – sedimentation basin and effluent holding pond

- B4. Prior to work commencing on-site, detailed design plans for the construction of the sedimentation basin and the effluent holding pond shall be prepared by a suitably qualified professional, and shall be submitted to Council for approval. The plans shall clearly demonstrate that the sedimentation basin and the effluent holding pond have been designed as per the SEE and the *Beef cattle feedlots: design and construction*, to meet the following standards as a minimum:
- (a) sedimentation basin:
 - minimum capacity of 300 m²,
 - maximum depth of 1 metre,
 - minimum of 0.9 metres freeboard;
 - (b) effluent holding pond:
 - minimum capacity of 3650 m²;
 - minimum of 0.9 metres freeboard;
 - (c) both structures being underlain by at least 300 mm of clay or other suitable soil compacted to achieve a design permeability of $<1 \times 10^{-9}$ m/s.

Design and construction plans – manure stockpile area

- B5. Prior to work commencing on-site, detailed design plans for the construction of the manure stockpile area shall be prepared by a suitably qualified professional, and shall be submitted to Council for approval. The plans shall clearly demonstrate that the manure stockpile area has been designed as per the SEE and the *Beef cattle feedlots: design and construction*, to meet the following standards as a minimum:
- (a) sufficient capacity to stockpile a minimum of twelve (12) months of solids,
 - (b) draining at an acceptable grade, into the sedimentation basin,
 - (c) being underlain by at least 300 mm of clay or other suitable soil compacted to achieve a design permeability of $<1 \times 10^{-9}$ m/s.

Payment of section 7.12 contribution

- B6. Prior work commencing, a contribution is required towards the provision of public amenities and services, in accordance with the Cootamundra–Gundagai Regional Council *Section 7.12 Fixed Developer consent Levy Contributions Plan 2018*.

C. DURING CONSTRUCTION

Hours of work

- C1. Hours of work, shall be limited to the following:
- (a) Mondays to Fridays – 7:00 am to 6:00 pm
 - (b) Saturdays – 8:00 am to 5:00 pm
 - (c) Sundays and public holidays – Nil
 - (d) Any other times – only with the prior written consent of Council.

Construction noise

- C2. Noise emissions from plant and equipment, shall be minimised by installing and maintaining, wherever practicable, efficient silencers and low-noise mufflers.

Dust

- C3. All activities on the site shall be undertaken with the objective of preventing visible emissions of dust from leaving the site, including wind-blown and traffic-generated dust. Should such visible dust emissions occur at any time, the Developer shall identify and implement all practicable dust mitigation measures, including cessation of relevant works or dampening of site roads and work areas, as appropriate, such that emissions of visible dust cease.

Unexpected finds

- C4. Should any relics or artefacts (Aboriginal or European) be discovered during earthworks, excavation or disturbance, work in the immediate area must stop immediately, and Council and the Office of Environment and Heritage shall be consulted.

Sedimentation and erosion controls

- C5. Soil and water management measures consistent with Managing Urban Stormwater - Soils and Construction Volumes 1 and 2, 4th Edition (Landcom 2004), shall be employed during the construction of the development to minimise soil erosion and the discharge of sediment and other pollutants to land and/or waters. The measures shall not be removed until such time as the ground cover has been re-established.

Removal of topsoil

- C6. Any topsoil from disturbed areas shall be conserved and used in the rehabilitation of the site.

Stabilisation of exposed surfaces

- C7. As soon as practical after all structures have been finished, exposed surfaces shall be stabilised (seeding, spraying or other suitable method), to ensure that the integrity of the structures and surfaces are maintained and no erosion occurs.

Tree removal

- C8. Trees shall not be removed from the site without the prior consent of Council.

Design of feed bunks

- C9. The feed bunks shall be designed and constructed as per the *Beef cattle feedlots: design and construction*. The feed bunks shall have drain holes or slots at intervals along the length of the trough to drain rain water.

D. PRIOR TO OCCUPATION OR COMMENCEMENT OF USE

Approval to operate

- D1 The feedlot shall not commence operating, until such time as ALL the requirements of the conditions of this consent have been carried out to the reasonable satisfaction of Council, as signified in writing.

Certification of pens and effluent holding structures

- D2. Following the construction of the pens, manure stockpile area, sedimentation basin, holding pond, cattle lanes, and drains, a report must be prepared by a suitably qualified professional or engineer, confirming that each of the structures have been constructed according to the approved specifications and capacity, and that the design permeability of $<1 \times 10^{-9}$ m/s has been achieved. This report must be approved by Council prior to the use of the facility.

Tree planting

- D3. The tree plantings proposed along the northern, eastern and western side of the feedlot, shall be established, prior to the feedlot commencing operations.

Weed control program

- D4. A weed control program shall be prepared, prior to the feedlot commencing operations.

Access

- D5. The existing access off Jugiong Road (at the eastern end of the site), shall be upgraded and sealed, which may involve its possible relocation to achieve better site distance. The access shall be located to ensure that it achieves the maximum available sight distance in each direction.
- D6. Full engineering design plans shall be prepared by a suitably qualified engineer, and submitted to Council for approval.
- D7. Warning / advisory signs shall be installed on the approaches to the access, due to the limited sight distance. The design plans for the construction of the access shall nominate the location and type of advisory sign proposed.
- D8. If the existing access is relocated, the culvert shall be removed and the table drain reinstated, to prevent the use of the access.

E. DURING OPERATIONS OF THE FACILITY

Maintenance of the pens

- E1. The pens shall be cleaned and maintained in accordance with Clause 1 (Pen cleaning / manure removal), Clause 2 (Under-fence cleaning) and Clause 3 (Elimination of wet patches and potholes in the pens) of Appendix 1 (Standard operating procedures for waste management and utilisation), of

the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1), and in particular:

- cleaning the pens at intervals of 13 weeks or less,
- cleaning when manure is moist but not wet,
- removing manure from under fence lines and around water troughs and feed bunks, more regularly,
- pen surfaces are inspected for wet patches and potholes, and are repaired
- the impermeable base of the pens are maintained to achieve design permeability of $<1 \times 10^{-9}$ m/s.

E2. Stockpiling of manure in the pens is not permitted.

Maintenance and cleaning of feed bunks and water troughs

E3. Feed bunks and water troughs shall be cleaned and maintained, in accordance with Clause 4 (Removal of feed residues from feed bunks) and Clause 5 (Water trough cleaning) of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1).

Maintenance of the drain

E4. The drain shall be maintained on a regular basis in accordance with Clause 6 (Drain and sedimentation device cleaning and maintenance) and Clause 23 (Diversion banks and drains) of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1), to avoid the build-up of manure, and so as not to reduce the operational capacity or function of the drain.

E5. All work on the drain shall be carried out so as not to damage the impermeable nature of the drains.

Maintenance of the sedimentation basin

E6. The sedimentation basin shall be appropriately maintained in accordance with Clause 6 (Drain and sedimentation device cleaning and maintenance), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1) to ensure that:

- (a) it maintains the required operational capacity,
- (b) the risk of major structural component failure is minimised,
- (c) the impermeable base and sides of the structure is maintained to achieve design permeability of $<1 \times 10^{-9}$ m/s,
- (d) the outlet is not blocked with debris,
- (e) it is cleaned as soon as practicable after significant material builds up (generally when sediment accumulates to half the basin depth).

Maintenance of the effluent holding pond

E7. The effluent holding pond shall be appropriately maintained in accordance with Clause 8 (Effluent holding pond maintenance), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1), to ensure that:

- (a) it maintains the required operational capacity,
- (b) the risk of major structural component failure is minimised,

- (c) the impermeable base and sides of the structure is maintained to achieve design permeability of $<1 \times 10^{-9}$ m/s.

Storage of solid waste

- E8 All solid waste shall be stored and stockpiled in accordance with Clause 9 (Manure stockpiling and stockpile management), Clause 10 (Managing fires in manure stockpiles) and Clause 11 (Manure stockpile area maintenance), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1), in particular:
- (a) all solid waste shall be stored in the manure stockpile area located adjacent the sedimentation basin an effluent holding pond,
 - (b) the height and width of the windrows, to minimise odour and facilitate water-shedding,
 - (d) wet manure shall not be stockpiled - it shall be allowed to dry in the pens and sedimentation basin, before removal and stockpiling,
 - (e) the impermeable base of the pad is maintained to achieve design permeability of $<1 \times 10^{-9}$ m/s.
- E9. The manure stockpiling / composting area shall be maintained in accordance with Clause 24 (Manure stockpiling /composting area), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1),

Composting of (single) mortalities

- E10. Composting of (single) mortalities shall be carried in accordance with Clause 14 (Mortalities Composting), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1).

Management of waste utilisation area

- E11. The quantity of effluent and solid waste applied to the waste utilisation area must not exceed the capacity of the area to effectively utilise the effluent/solids.

For the purposes of this condition, 'Effectively utilise', means the use of the effluent/ solids for pasture or crop production, as well as the ability of the soil to absorb the nutrient, salt, hydraulic load and organic material.

Soil testing

- E12. Prior to the application of effluent or solid waste to the waste utilisation area (as a minimum annually and no more than 2 months prior the main application period), soil testing shall be carried out to determine the existing nutrient levels, and in turn the appropriate application rates of the effluent or solid waste.

Effluent and solid waste testing

- E13. The effluent in the holding pond shall be tested annually (as a minimum), and no more than 2 months prior the main application period, and this data shall be used to determine sustainable rates for application to the waste utilisation area. The parameters to be tested shall include the following as a minimum:
- total nitrogen
 - total phosphorus
 - sodium

- conductivity
- pH.

- E14 The solid waste (manure) shall be tested annually (as a minimum), and no more than 2 months prior the main application period, and this data shall be used to determine sustainable rates for application to the waste utilisation area. The parameters to be tested shall include the following as a minimum:
- total nitrogen
 - total phosphorus
 - potassium
 - sodium
 - sulfur
 - zinc.

Effluent irrigation procedures

- E15. The operator/owner shall ensure that effluent is applied to land in accordance with Clause 16 (Selection of effluent irrigation areas) and Clause 17 (Effluent irrigation), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1), and in particular:
- effluent application must not occur in a manner that causes surface runoff,
 - effluent shall not be irrigated to waterlogged soils,
 - effluent shall not be irrigated when rain is imminent or under gusty conditions
 - spray from effluent application must not drift beyond the boundary of the premises or into a watercourse,
 - livestock access to any effluent application area must be denied during irrigation and until the applied effluent has dried,
 - wherever appropriate and practical, effluent shall be spread early in the day to utilise the wind to disperse odours and avoid the drift of odour that can occur in the evening,
 - wherever appropriate and practical, effluent shall not be spread on paddocks that are up wind of sensitive receptors at the edge of the prescribed buffer distances on days where climatic conditions would significantly increase odour impacts from waste disposal.
- E16. Effluent shall only be irrigated within the nominated effluent utilisation area shown in Figure 18 of the SEE, and shall not be irrigated within the buffer areas nominated below, for the particular receptor:
- watercourses – 50 metres,
 - farm dams – 40 metres,
 - bores used for household water supply – 250 metres,
 - dwelling – 50 metres,
 - property boundary – 10 metres.

Solid waste application procedures

- E17. The operator/owner shall ensure that solid waste is applied to land in accordance with Clause 18 (Selection of manure spreading areas) Clause 19 (Manure spreader calibration) and Clause 20 (Manure spreading), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1), in particular:
- wherever appropriate and practical, solid waste shall be spread early in the day to utilise the wind to disperse odours and avoid the drift of odour that can occur in the evening,

- wherever appropriate and practical, solid waste shall not be spread on paddocks that are upwind of sensitive receptors at the edge of the prescribed buffer distances on days where climatic conditions would significantly increase odour impacts from waste disposal,
- solid waste should not be spread when it is too dry and can blow towards neighbours,
- solid waste shall not be spread when rain is imminent or under gusty conditions.

E18. Solid waste shall not be spread within the buffer areas nominated below:

- watercourses – 50 metres,
- farm dams – 40 metres,
- bores used for household water supply – 100 metres,
- dwelling – 50 metres,
- public road – 25 metres,
- property boundary – 10 metres.

Odour

E19. The operator/owner must not cause or permit the emission of offensive odours from the feedlot and its associated activities, beyond the property boundaries.

Health and welfare of cattle

E20 The operator/owner shall operate the feedlot in accordance with the following guidelines:

- (a) *Australian Animal Welfare Standards and Guidelines for Cattle* (2016), Animal Health Australia,
- (b) *Australian Animal Welfare Standards and Guidelines – Land Transport of Livestock* (2012), Animal Health Australia.

Biosecurity

E21. The feedlot shall be operated in accordance with the *National Biosecurity manual for Beef Cattle Feedlots* (2013), published by Animal Health Australia.

Vermin and flies

E22. The operator/owner shall ensure that flies and vermin are controlled in accordance with Clause 25 (Fly and vermin Management), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1), and the following best-practice:

- good manure management: clean under fence lines, sedimentation basins, drains, and manure stockpiles,
- clean up feed spilled near the bunks,
- good feedstuff storage - clean up spills and keep silage well covered,
- appropriate mortalities management – compost and cover completely,
- maintaining the feedlot troughs, drains, sedimentation basins and vegetation management by mowing or slashing around the feedlot.

Dust

E23. All operations and activities occurring at the premises must be carried out in a manner that will minimise dust at the boundary of the premises, and in particular in accordance with Clause 26 (Dust management), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Attachment 1).

Noise

E24. The use of the property for the approved development, shall not give rise to “offensive noise” as defined in the Protection of the Environment Operations Act 1997, at the closest residence, at any time.

Removal of solids from site

E.25 Prior to the removal of solids from the site, the operator/owner of the feedlot shall ensure the receiver is aware of their requirements under *The manure exemption 2014*.

E26. Trucks transporting solids from the property must be covered when leaving the premises.

Water supply

E27. The use of Goldenfields Water in the feedlot (except in an emergency situation), is not permitted unless the written consent of Goldenfields Water has been obtained, and a copy of the consent is supplied to Council.

Storage of hazardous materials

E28. All chemicals, cleaning and disinfectant agents, pesticides, herbicides and veterinary drugs shall be kept in a safe and secure location.

Complaints procedure and records

E29. The operator/owner shall ensure that a phone number and email address is available for community complaints to be lodged direct to the operator/owner. All complaints shall be investigated within twenty-four (24) hours.

E30. The operator/owner shall maintain records of all complaints received, action taken, etc., in accordance with Clause 32 (Complaint recording), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Appendix 1).

Monitoring and recording

E31. The operator of the feedlot must maintain accurate records in accordance with Clause 27 (Operational recording) and Clause 29 (Environmental monitoring), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Appendix 1). The records shall contain as a minimum, the following information:

- (a) dates and details of the number of cattle-in and cattle-out of the property (both in numbers and standard cattle units),
- (b) maximum number of cattle on-site (both in numbers and standard cattle units) – recorded on a continual basis (minimum of weekly),
- (c) details of all stock losses (dates, number, disposal method and location),
- (d) soil test results (prior to the application of effluent),
- (e) effluent and solid waste test results (prior to use),
- (f) details of, and plans showing, the location, quantity and dates of the application of effluent and solid waste to the property, including the weather conditions at the time,
- (g) details of any effluent removed from site, including the dates, quantity and destination,
- (h) summary of complaints (date and time, name, nature) and all action taken in response to each complaint,

- (i) details of any emergency situations (date and time, nature) and all actions taken in response to each emergency situation,
 - (j) details of any known non-compliance with conditions of consent or the statement of environmental effects.
- E32. The operator of the feedlot shall, upon the written request of Council, produce the any or all of the above information, within fourteen (14) days of the request.

Annual environmental report

- E33. The operator of the feedlot shall prepare an Annual Environment Management Report within six (6) weeks after the end of the financial year, in accordance with Clause 30 (Annual environmental report), of Appendix 1 (Standard operating procedures for waste management and utilisation), of the publication *Beef cattle feedlots: waste management and utilisation* (see Appendix 1)
- E34. The operator of the feedlot shall submit a copy of the Annual Environment Management Report to Council, no later than the 1st September each year (for the preceding financial year).

Truck size

- E35. The maximum size truck permitted to service the feedlot is a 19 metre semi-trailer or 19 metre rigid truck and trailer combination.

Truck haulage routes

- E36. All trucks servicing the feedlot shall approach the feedlot from Gundagai/Muttama Road (western end of Jugiong Road). Trucks shall not approach the feedlot from Old Gundagai Road (eastern end of Jugiong Road).

F. DECOMMISSIONING OF THE EXISTING UNAPPROVED FEEDLOT

Decommissioning / rehabilitation

- F1. The operator of the feedlot and/or the owner of the land, shall remediate/rehabilitate the existing unapproved feedlot on the site, to its original state immediately preceding the unauthorised use of the site as a feedlot, within the following time frames (**whichever occurs first**):
- (a) within twelve (12) months of the date of consent of this application, or
 - (b) within three (3) months of the approved feedlot becoming fully operational.

G. DECOMMISSIONING OF THE APPROVED FEEDLOT

Decommissioning / rehabilitation

- G1. Within three (3) months of the cessation of the feedlot operation approved under this consent, the operator of the feedlot and/or the owner of the land, shall remediate/rehabilitate the land to its original state immediately preceding the use of the site as a feedlot.

REASONS FOR THE CONDITIONS:

- To ensure the feedlot is constructed and managed in accordance with the relevant industry standards.
- To regulate the extent of the permitted development, and require the assessment of, and consent for, any further intensification.
- To confirm the details of the application as submitted by the applicant and as approved by Council.

- To manage any inconsistencies between the approved plan and documents, conditions of consent and the industry guidelines.
- To ensure that the development has little or no impact on the environment and neighbouring properties.

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

CARRIED

8.5 REGULATORY SERVICES

Nil

8.6 ASSETS

Nil

8.7 CIVIL WORKS

8.7.1 CIVIL WORKS AND TECHNICAL SERVICES REPORT - FEBRUARY 2020

RESOLUTION 070/2020

Moved: Cr Charlie Sheahan

Seconded: Cr Gil Kelly

The Civil Works and Technical Services Report for the month of February, 2020 be received

CARRIED

8.8 TECHNICAL SERVICES

Nil

8.9 FACILITIES

Nil

8.10 WASTE, PARKS AND RECREATION

8.10.1 DRAFT WASTE STRATEGY THREE MONTH PUBLIC EXHIBITION

RECOMMENDATION

The Draft Waste Strategy (provided to Council at the Ordinary Meeting held 26th November, 2019) be deferred for further discussion by Council to the Ordinary Meeting to be held 31st March, 2020.

Note: Having disclosed a less than significant non-pecuniary interest in item 8.10.1 Draft Waste Strategy Three Month Exhibition Cr Charlie Sheahan left the meeting.

8.10.2 LANDSCAPE CONCEPT PLAN ALBERT PARK (CENOTAPH)**RESOLUTION 071/2020**

Moved: Cr Gil Kelly

Seconded: Cr Leigh Bowden

1. Council accept the Albert Park RSL Memorial Area Landscape Concept Plan.
2. Council approve the Albert Park RSL Memorial Landscape Concept Plan.
3. Council approve The Returned and Services League of Australia (Cootamundra Sub Branch) be permitted to use the Albert Park Memorial Landscape Concept Plan, for the purposes of seeking grant funding options for the Landscape Concept Plans development.

CARRIED**8.10.3 LANDSCAPE CONCEPT PLAN JUBILEE PARK AND CAPTAINS' WALK COOTAMUNDRA****RESOLUTION 072/2020**

Moved: Cr Doug Phillips

Seconded: Cr David Graham

1. The expressions of interest received relating the development of a landscape concept plan for Jubilee Park and Captains Walk (circulated under confidential cover) be received and noted.
2. The submission from sala4D be accepted.
3. Council allocate \$40,000 available within the Stronger Community Fund for the purpose of developing the Jubilee Park and Captains Walk Landscape Concept Plan.

CARRIED**9 MOTION OF WHICH NOTICE HAS BEEN GIVEN****9.1 NOTICE OF MOTION - THAT COUNCIL INVESTIGATE THE FEASIBILITY (BENEFITS AND RISKS) OF PURCHASING AN EXECUTIVE HOUSE (A MARKETING TERM FOR A LARGE AND WELL APPOINTED HOUSE - AT LEAST TWO BATHROOMS) AS AN INVESTMENT PROPERTY, WITH A VIEW TO RENTING IT.**

It was moved by Cr's Bowden and Sheahan:

That Council investigate the feasibility (benefits and risks) of purchasing an executive house (a marketing term for a large and well-appointed house – at least 2 bathrooms) as an investment property, with a view to renting it.

Upon being put to the vote the motion was LOST.

10 QUESTIONS WITH NOTICE**10.1 QUESTIONS WITH NOTICE****RESOLUTION 073/2020**

Moved: Cr Gil Kelly
Seconded: Cr Dennis Palmer

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

CARRIED

11 CONFIDENTIAL ITEMS**11.1 CLOSED COUNCIL REPORT****RESOLUTION 074/2020**

Moved: Cr Dennis Palmer
Seconded: Cr Gil Kelly

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 MAYORAL MINUTE - MAYORAL UPDATE ON THE GENERAL MANAGERS PERFORMANCE REVIEW**Provisions for Confidentiality**

Section 10A (2) (f) – The Confidential Report contains details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

Public Interest

Not applicable.

CARRIED

11.2 MAYORAL MINUTE - MAYORAL UPDATE ON THE GENERAL MANAGERS PERFORMANCE REVIEW

Note: Having disclosed a significant pecuniary interest in Confidential item 11.2 Mayoral Update on the General Managers Performance Review Phillip McMurray (General Manager) left the meeting.

RESOLUTION 075/2020

Moved: Cr Doug Phillips

Seconded: Cr Penny Nicholson

1. Blackadder be contracted to undertake and facilitate the General Managers Review.
2. The Mayor engage Blackadder to undertake the General Managers review.

CARRIED

11.3 RESUMPTION OF OPEN COUNCIL MEETING**RESOLUTION 076/2020**

Moved: Cr Charlie Sheahan

Seconded: Cr Gil Kelly

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 9:00 PM.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 31 March 2020.

.....
CHAIRPERSON

.....
GENERAL MANAGER

5.2 MINUTES OF THE INTERNAL AUDIT COMMITTEE MEETING HELD ON THURSDAY 12 MARCH 2020

| | |
|--------------------------|---|
| REPORTING OFFICER | Greg Briscoe-Hough, Relief Governance Officer |
| AUTHORISING OFFICER | Phillip McMurray, 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 | <ol style="list-style-type: none">1. Minutes - Internal Audit Committee meeting held 12 March 2020 (under separate cover) ⇒2. CGRC S355 Committees External Audit Report March 2020 (under separate cover) ⇒ |

RECOMMENDATION**That:**

1. **The Minutes of the Internal Audit Committee Meeting held on Thursday 12 March 2020 and 12 March 2020, attached under separate cover, be received and noted;**
2. **The External Audit Report, on the operation of s355 Committees, attached under separate cover, and foreshadowed administrative actions, also be noted.**

BACKGROUND

As part of the continued Alliance program of auditing various procedures of Council, the most recent Minutes of the Internal Audit Committee and the external audit undertaken by Blackadder and Associates on the risk management of s355 Committees is tabled for Council's consideration.

6 MAYORAL MINUTES

6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT FOR MARCH, 2020

| | |
|---------------------|---|
| DOCUMENT NUMBER | 323409 |
| AUTHORISING OFFICER | Phil McMurray, General Manager |
| REPORTING OFFICER | Marianne McInerney, Personal Assistant to the General Manager |
| 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.

RECOMMENDATION

The information in the Mayoral Minute be received and noted.

19th February, 2020

Cr Palmer (Deputy Mayor), Phillip McMurray and I met with business representatives from JB & ML Smith from Wagga Wagga.

Cr Kelly attended the Cootamundra showground Users Group s355 Committee meeting.

20th February, 2020

Cr Bowden attended The Arts Centre Cootamundra s355 Committee meeting.

21st – 22nd February, 2020

Cr Bowden and Sheahan attended an Australian Local Government Women's Association forum in Griffith.

24th February, 2020

Cr Nicholson and I attended a Gundagai Tourism Action s355 Committee meeting

Cr's Bowden, Nicholson and Sheahan attended a feed lot inspection in Cootamundra and Springdale.

Cr Sheahan attended an Adina Care Board meeting.

25th February, 2020

Cr's Bowden, Nicholson and I attended a Destination Riverina Murray Forum in Gundagai.

Cr Palmer (Deputy Mayor), Cr's Bowden, Graham, Nicholson, Sheahan and I attended a Councillor Workshop in Cootamundra.

27th February, 2020

Phillip McMurray (General Manager) and I attended a combined Riverina Eastern Regional Organisation of Councils and Riverina Joint Organisation forum in Sydney.

Cr Bowden attended an Ellwood's Hall s355 Committee meeting in Stockinbingal.

28th February, 2020

Cr Graham attended a Softwoods Working Group meeting at Tumbarumba.

Cr Palmer (Deputy Mayor), Cr Graham, Phillip McMurray (General Manager) and I attended a meeting with representatives of the Cootamundra Rugby Union.

Cr Nicholson officially opened the Ray White Real Estate in Gundagai.

2nd March, 2020

I attended a Zone Hospital Auxiliary meeting in Gundagai.

Cr's Bowden and Sheahan attended a Politics in the Pub session at Cootamundra.

3rd March, 2020

Cr Palmer (Deputy Mayor), Cr's Bowden, Nicholson and Sheahan, Phillip McMurray (General Manager) and I attended a Councillor Workshop in Cootamundra.

5th March, 2020

Phillip McMurray (General Manager) and I attended a Country Mayors Association Meeting in Cr Bowden attended a Cootamundra Tourism Action Group s355 Committee Annual General meeting and ordinary meeting.

6th March, 2020

Phillip McMurray (General Manager) and I attended the Country Mayors Association meeting in Sydney.

7th March, 2020

Cr Nicholson officially opened the Heli Heatwave event hosted by the Cootamundra Aeromodellers Club in Cootamundra.

8th March, 2020

Cr Palmer (Deputy Mayor), Cr's Nicholson Sheahan hosted a dinner for Professor Joseph Drew at Cootamundra.

9th March, 2020

Cr Palmer (Deputy Mayor), Cr's Bowden, Kelly, Nicholson, Sheahan and I attended a Stronger County Community Fund R3 grant announcement by Member for Cootamundra, Steph Cooke, MP in Cootamundra.

Cr Nicholson and I attended a Stronger County Community Fund R3 Grant announcement by Member for Cootamundra, Steph Cooke, MP in Gundagai.

Cr Sheahan attended an Extraordinary Adina Care Board meeting.

Cr Palmer (Deputy Mayor), Cr's Bowden, Kelly, Nicholson and Sheahan, Phillip McMurray (General Manager) and I attended a Community Consultation session on the Boundaries Commission matter presented by Professor Joseph Drew in Cootamundra.

10th March, 2020

Cr Palmer (Deputy Mayor), Cr Nicholson, Phillip McMurray (General Manager) and I attended a Community Consultation session on the Boundaries Commission report presented by Professor Joseph Drew in Gundagai.

12th March, 2020

Cr Palmer (Deputy Mayor), Cr's Bowden, Nicholson and Sheahan, Phillip McMurray (General Manager) and I attended the unveiling of the newly acquired Captains' busts at the Captains' Walk at Jubilee Park Cootamundra opened by Member for Cootamundra, Steph Cooke, MP.

Cr Palmer (Deputy Mayor), Cr's Bowden, Sheahan and I attended Jubilee Park for the official opening of the new adventure playground funded through the Stronger Country Communities Fund R1 with Member for Cootamundra, Steph Cooke, MP.

I attended an Internal Audit Committee meeting at Cootamundra

17th March, 2020

Cr Sheahan attended Ryans Lane, Cootamundra for a safety promotion of the 40 kilometres per hour school bus safety with Council's Road Safety Officer and a member of the local Highway Patrol.

18th March, 2020

Council's Managers, Phillip McMurray (General Manager) and I attended a COVID-19 meeting in Gundagai.

19th March, 2020

Cr Bowden attended The Arts Centre Cootamundra s355 Committee meeting.

20th March, 2020

Cr Graham, Phillip McMurray (General Manager) and I met with representatives from the Cootamundra Rugby club.

23rd March, 2020

Council's Managers, Phillip McMurray (General Manager) and I attended a COVID-19 meeting in Gundagai.

24th March, 2020

Cr Palmer (Deputy Mayor), Cr's Bowden, Graham, Kelly, Nicholson, Sheahan, Phillip McMurray (General Manager) and I attended a Councillor Workshop in Gundagai.

7 REPORTS FROM COMMITTEES

Nil

8 GENERAL MANAGER'S REPORT

8.1 BUSINESS

8.1.1 INFORMATION BULLETIN

| | |
|---------------------------------------|---|
| DOCUMENT NUMBER | 323391 |
| REPORTING OFFICER | Marianne McInerney, Personal Assistant to the General Manager |
| AUTHORISING OFFICER | Phil McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.3 Cootamundra-Gundagai Regional Council is a premier local government Council</p> |
| FINANCIAL IMPLICATIONS | 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"> 1. 20-10-Postponement of the September Local Elections (under separate cover) ↗ 2. COVID-19 council update 25 March 2020 (under separate cover) ↗ 3. 20-10 Postponement of the September 2020 Local government Elections. (under separate cover) ↗ 4. 20-09-compliance with social distancing requirements to limit the spread of the COVID-19 virus at Council and Committee Meetings (under separate cover) ↗ 5. COVID-19 Frequently Asked Questions (under separate cover) ↗ 6. CGRC Media Release - COVID-19 UPDATE 25 March 2020 Playgrounds Closed (under separate cover) ↗ 7. CGRC COVID-19 Media Releases 20-24.03.2020 (under separate cover) ↗ 8. Cr Linda Scott - President's Message 20 March 2020 (under separate cover) ↗ 9. CGRC Media Release - Boundaries Commission Submissions invited (under separate cover) ↗ 10. CGRC Floodplain Committee Meeting - 29.01.2020 - Minutes ⬇ 11. WMA Water Cootamundra Flood Study (under separate cover) ↗ 12. Country Mayors Association - 6th March, 2020 - Minutes (under separate cover) ↗ 13. Advertisement Royal Commission into National and Natural Disaster for Submissions (under separate cover) ↗ |

| | |
|--|---|
| | <ol style="list-style-type: none">14. 4-20-Land use planning changes to assist communities recover from NSW bushfires (under separate cover) ↗15. Essential Energy - Building stronger partnerships (under separate cover) ↗16. Australian Radiation Protection and Nuclear Safety Agency - 5G Advice (under separate cover) ↗17. 2018-19 Review Australian Institute for Disaster Resilience (under separate cover) ↗ |
|--|---|

RECOMMENDATION

1. **The Information Bulletin, and correspondence, attached under separate cover, be received and noted.**
2. **Council consider the correspondence and recommend action, if any.**

Introduction

Council receives circulars and correspondence from a variety of sources. The attached circulars and correspondence is provided for the information of Council and the community.



COOTAMUNDRA-
GUNDAGAI REGIONAL
COUNCIL

ABN: 46 211 642 339
PO Box 420, Cootamundra NSW 2590
Email: mail@cgrc.nsw.gov.au
www.cgrc.nsw.gov.au

Minutes

COOTAMUNDRA FLOODPLAIN RISK MANAGEMENT COMMITTEE MEETING

**ALBY SCHULTZ MEETING CENTRE,
COOTAMUNDRA**

4.00PM, WEDNESDAY 29th January, 2020

Administration Centres: Ph: 1300 459 689

mail@cgrc.nsw.gov.au

www.cgrc.nsw.gov.au

CONTENTS

Cootamundra Floodplain Risk Management Committee Meeting 29TH January 2020

Agenda

| | | | | |
|-----------------------|---|--|--------------|-----------------|
| Meeting title: | Cootamundra Floodplain Risk Management Committee - Meeting No 2 | | | |
| Date: | 29 January 2020 | | Time: | 4.00pm – 6.00pm |
| Location: | Alby Schultz Meeting Centre, Cootamundra | | | |
| Attendees: | Councillor Doug Phillips – Chairperson Councillor Charlie Sheahan - Alternate Chairperson Phil McMurray – General Manager Mark Ellis - Manager Civil Works Ganesh Ganeshamoorthy – Manager Assets Sharon Langman - Manager Planning, Building & Compliance Mike Bearley – Consultant Project Manager Steve Manwaring – DPIE Representative Craig Ronan - State Emergency Service Ross Tout - State Emergency Service Catherine Walker – WMA Water Steve Mills – Community Member Muttama Ck Regeneration Group Belinda Scott – Community Member Ken Loiterton – Community Member | | | |
| Apologies | | | | |

| No. | Description | Responsible |
|-----|--|-------------------------------|
| 1. | Welcome | Chairperson |
| 2. | Adoption of Previous Minutes and Business Arising | Chairperson |
| | Minutes adopted | |
| 3. | Presentation on Flood Model Build and Calibration. | Catherine Walker, WMAWater |

Catherine Walker presented a powerpoint overview of the flood study (copy attached to these minutes), then presented the calibration results in two group sessions. Some of the key discussion points include:

This is the Minutes to the Cootamundra Floodplain Risk Management Committee Meeting held on 29th January 2020
Page 1

- The 2016 flood appeared to be approximately a 1 in 2 year ARI flood
- Mainstream and overland flow flood behaviour are different. Peak flood levels for mainstream and overland are generated from two different storm events. Mainstream, or riverine flooding flood levels are generated from longer storm events. Overland flow, or localized flooding is generated from severe short storms, and the public need to understand the difference. Two flood planning areas will be required.
- The calibration model will now be fine-tuned and sensitivity modelling will be undertaken.
- A Stage 2 calibration report will be prepared by WMA and circulated to the committee. The committee will be invited to offer comments to Mike Brearley within 2 weeks from receipt of the report.

RESOLUTION

In principle, the Committee is satisfied with the calibration work undertaken to date. The Committee awaits submission of the Stage 2 calibration report and will offer comments on the report before design flood modelling is undertaken by WMA Water.

4. Questions/ Discussions

Funding - Once the flood study is complete, the next stage is the Floodplain Risk Management Study and Plan. Council has fully funded the Flood Study component and applied for grant funding to undertake the Floodplain Risk Management Study and Plan. WMA Water has provided a quotation to undertake both components however, without grant funding, Council has only has funding to undertake the Flood Study component. Steve Manwaring advised that Council was unsuccessful in the 2019/20 grant program but was placed on the reserve list. It is suggested that Council reapply for funding in March 2020 with a recommendation to directly engage WMA Water.

Steve Manwaring to assist Council with a funding application on March 2020

5. Date for next meeting

It is noted that the timeline for the Flood Study has taken longer than was anticipated by WMA.

The next meeting will be scheduled at a date to be advised in April 2020.

8.1.2 COUNCIL MEETING ACTION REPORT

| | |
|---------------------------------------|---|
| DOCUMENT NUMBER | 323408 |
| REPORTING OFFICER | Marianne McInerney, Personal Assistant to the General Manager |
| AUTHORISING OFFICER | Phil McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | 4. Good governance: an actively engaged community and strong leadership team 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 | There are no Policy implications associated with this report. |
| ATTACHMENTS | 1. Updated Council Meeting Action Report. (under separate cover) ⇒ |

RECOMMENDATION

The updated Council Meeting Action Report, attached, be received and noted.

8.1.3 MINUTES OF COOTAMUNDRA HERITAGE COMMITTEE MEETINGS HELD 3 FEBRUARY, 2020 AND 2 MARCH, 2020

| | |
|---------------------------------------|---|
| DOCUMENT NUMBER | 324653 |
| REPORTING OFFICER | Greg Briscoe-Hough, Relief Governance Officer |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.2 Active participation and engagement in local decision-making</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 | <ol style="list-style-type: none"> 1. Cootamundra Heritage Centre s355 Committee - 3 February 2020- Minutes (under separate cover) ↗ 2. Cootamundra Heritage Centre s355 Committee - 2 March 2020- Minutes (under separate cover) ↗ |

RECOMMENDATION

The Minutes of the Cootamundra Heritage Centre Management s.355 Committee meeting held on 3rd February and 2nd March, 2020, attached under separate cover, be received and noted.

Introduction

The attached Minutes of the Cootamundra Heritage Centre Management s.355 Committee meeting are submitted for the information of Council.

8.1.4 COOTAMUNDRA SHOWGROUND USERS GROUP S355 COMMITTEE MINUTES 18 MARCH 2020

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324662 |
| REPORTING OFFICER | Greg Briscoe-Hough, Relief Governance Officer |
| AUTHORISING OFFICER | Phil McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.2 Active participation and engagement in local decision-making</p> |
| FINANCIAL IMPLICATIONS | There are minor 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 Cootamundra Showground Users s355 Committee held 18 March 2020 (under separate cover) ✉ |

RECOMMENDATION

- 1. The Minutes of the Cootamundra Showground Users s355 Committee held 18th March, 2020, attached under separate cover, be received and noted.**
- 2. The proposed recommendations contained in the Minute be considered.**

Introduction

The attached Minutes of the Cootamundra Showground Users Group s.355 Committee Ordinary Meeting held on 18th March, 2020 are submitted for the consideration of Council and the community.

On page six of the Minutes, attached, in General Business, with relation to point two and three, there are two recommendations for consideration.

8.1.5 MINUTES OF THE STOCKINBINGAL MEMORIAL HALL S355 COMMITTEE 27TH FEBRUARY, 2020

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324665 |
| REPORTING OFFICER | Greg Briscoe-Hough, Relief Governance Officer |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.2 Active participation and engagement in local decision-making</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. Minutes of the Meeting of the Stockinbingal Memorial Hall s355 Committee held 27 February 2020 (under separate cover) ✉ |

RECOMMENDATION

The Minutes of the Stockinbingal Memorial Hall s355 Committee meeting held 27th February, 2020, attached under separate cover, be received and noted.

Introduction

The Minutes of the Stockinbingal Memorial Hall s355 Committee meeting held 27th February, 2020 are submitted for the information of Council and the community.

8.1.6 MINUTES OF THE GUNDAGAI TOURISM ACTION S.355 COMMITTEE MEETING HELD 24 FEBRUARY 2020

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324666 |
| REPORTING OFFICER | Greg Briscoe-Hough, Relief Governance Officer |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.2 Active participation and engagement in local decision-making</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. Minutes of the Gundagai Tourism Action s355 Committee held 24 February 2020 (under separate cover) ✉ |

RECOMMENDATIONS:

1. The Minutes from the Gundagai Tourism Action s355 Committee meeting held 24th February, 2020, attached under separate cover, be received and noted.
2. Council consider the recommendations contained within the attached Minutes.

Introduction

The attached Minutes of the Gundagai Tourism Action s.355 Committee meeting held on 24th February, 2020 are submitted for the information of Council and the community.

The recommendations on page one and two of the Minutes, attached, be considered by Council.

**8.1.7 MINUTES OF THE MEETING OF THE ARTS CENTRE COOTAMUNDRA S.355 COMMITTEE,
HELD 19 MARCH, 2020**

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324688 |
| REPORTING OFFICER | Greg Briscoe-Hough, Relief Governance Officer |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.2 Active participation and engagement in local decision-making</p> |
| FINANCIAL IMPLICATIONS | There are Financial implications associated with this report. |
| LEGISLATIVE IMPLICATIONS | There are Legislative implications associated with this report. |
| POLICY IMPLICATIONS | There are Policy implications associated with this report. |
| ATTACHMENTS | 1. Minutes of the Meeting of The Arts Centre Cootamundra s.355 Committee, held 19 March, 2020 (under separate cover) ⊕ |

RECOMMENDATIONS:

- 1. The Minutes of The Arts Centre Cootamundra held 19th March, 2020, attached under separate cover, be received and noted.**
- 2. Council consider the recommendations contained in the attached Minutes.**

Introduction

The Minutes of the Meeting of The Arts Centre Cootamundra s.355 Committee, held 19 March, 2020 are submitted for the information of Council and the community.

Discussion

Funding cut off is nominally June, 2020. It is outside existing policy and statutory requirements, as well as beyond the role of the committee to, respectively, determine or recommend procurement outcomes and preferred suppliers.

That the (Stronger Country Communities) funding can be used to rectify some construction around egress compliance issues for safe access to and from the centre. The footpath in front of TACC is upgraded for the safety of patrons & associated levels to the entry to the building, so wheelchairs & rollators access is smooth. Also, to be utilised to realise the original concept of the Grant application to provide a safe Rehearsal Space with online learning IT equipment and provide a Gathering Space for Youth around the new proposed Youth Council.

The recommendations of page three of the Minutes, attached, be considered by Council.

**8.1.8 MINUTES OF THE MEETING OF THE ARTS CENTRE COOTAMUNDRA S.355 COMMITTEE,
HELD 20 FEBRUARY, 2020**

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324690 |
| REPORTING OFFICER | Greg Briscoe-Hough, Relief Governance Officer |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.2 Active participation and engagement in local decision-making</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. Minutes of the Meeting of The Arts Centre Cootamundra s.355 Committee, held 20 February, 2020 (under separate cover) ↗ |

RECOMMENDATION

The Minutes of the Meeting of The Arts Centre Cootamundra s.355 Committee, held 20th February, 2020, attached under separate cover, be received and noted.

Introduction

The Minutes of the Meeting of The Arts Centre Cootamundra s.355 Committee, held 20 February, 2020 are submitted for the information of Council and the community.

8.1.9 REPORT TO COUNCIL FROM COOTAMUNDRA CREATIVE ARTS INCORPORATED - MARCH 2020

| | |
|---------------------------------------|---|
| DOCUMENT NUMBER | 324691 |
| REPORTING OFFICER | Greg Briscoe-Hough, Relief Governance Officer |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | 4. Good governance: an actively engaged community and strong leadership team 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 | There are no Policy implications associated with this report. |
| ATTACHMENTS | 1. Cootamundra Creative Arts Inc Report to Council (under separate cover) ↗ |

RECOMMENDATION

The report from Cootamundra Creative Arts Inc., attached under separate cover, be received and noted.

Introduction

The (Outgoing) Chair of the Cootamundra Creative Arts (Inc) Board has forwarded a report for the information of Council.

8.1.10 FURTHER REVIEW OF S355 COMMITTEE OPERATIONS

| | |
|---------------------------------------|---|
| DOCUMENT NUMBER | 324831 |
| REPORTING OFFICER | Greg Briscoe-Hough, Relief Governance Officer |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.1 Decision-making is based on collaborative, transparent and accountable leadership</p> |
| FINANCIAL IMPLICATIONS | 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

1. **Council hold a workshop to consider its approach to ongoing community participation and administrative burdens on the operational independence of community groups;**
2. **Council assess the effectiveness of the s355 Committee structure in best achieving the required balance between governance, administrative requirements and expectations of the community in respect of desired delivery and service outcomes.**

OPERATION OF S355 COMMITTEES

At the Ordinary Meeting held 28th January, 2020 Council considered some issues with s355 Committees. This report seeks Council's consideration, in light of the recent external audit of s355 committees, its options in relation to the functions delegated by Council and assist with a desired position for the future of existing committees and establish an understanding of potential future operational models, structures and roles of community participation.

BACKGROUND

Council has established a number of Committees under s355 of the Local Government Act , 1993 where it has delegated the “care, control and management” of a number of facilities in its ownership (or held in trust) and, ‘functions’ such as the co-ordination of events (volleyball) or advisory including the advocacy of certain community outcomes (eg. economic development/tourism).

The formality of the s355 structure is evident in the way Council appoints committee members and the expectations outlined in the s355 Committee Management Manual. Being a formal committee requires compliance, but, also guarantees that the Committee's thoughts are regularly before Council in the ultimate local public forum.

Whilst there is a degree of compliance with the majority of Committees reporting, the s355 mantle does not necessarily provide the best management option for some functions, and potentially exposes Council to unnecessary risks.

As Councillors will be aware, this outsourcing of management can provide civic engagement and channels local pride in facilities that might otherwise remain in disuse and decline. There are also operational advantages in matters as simple as user access and savings in terms of manpower¹ for routine maintenance and opportunities for the generation of funds to offset some costs.

Of course, such community participation and voluntary activities does not absolve Council of all administrative, operational and financial responsibilities, but, it enables these groups to independently obtain grants from external bodies under the auspices of Council – a common requirement for State and Federal funding.

Another essential factor that these Committees and volunteers value is insurance coverage, though, the expense of such policies are now less onerous and can be accessed by community groups at reasonable cost independent of Council, or by way of Council providing funds to reimburse groups.

The major risk associated with committees is where animosity amongst members or inappropriate behaviour leads to complaints requiring a code of conduct investigative response, the cost of which could spiral well beyond any savings associated with Council reimbursing the ‘insuring’ of volunteer groups.

Acquittal of GST costs, outside of the larger specific works associated with grants, is not significant nor fully accounted for, with all groups normal activities well under reporting thresholds.

STRUCTURE OF COMMITTEES

The external audit is generally supportive of those s355 Committees associated with the operation of a facility, where, more often than not, the expectations and division of tasks between committee and Council is obvious and uncomplicated. However, where the facility has a diversity of users with competing expectations or more complex operational requirements, the intervention of Council is more demanding.

The ratification of those committees aligned with advocacy and more aligned to advisory roles, potentially provides, in the opinion of the audit, a level of unnecessary complexity, however, the existing committees meeting that description are generally compliant with the required reporting and administrative procedures.

If we were to look at the existing committees – and new potential community based groups such as the Youth Council – and ask whether they are advisory in nature, does the s355 structure provide the best structure for them?

Where Committees do fit the ‘care, control and management’ function, it is important that Council distinguishes the threefold nature of the various roles – Governance, Advisory, and Operational - and the types of community participants required.

¹ From the Latin ‘manus’ for hand, as in manual labour

Governance

This role requires a dispassionate, executive group of appointees charged with the oversight and decision making authority as delegated by Council. This is the body that would consider and recommend for Council consideration and adoption Plans of Management, business plans, budgets and assess the expert advice and proposals from the user group representatives.

It is acknowledged that the current Council has determined that, whilst *allocating* nominated Councillors in an advisory / liaison capacity, it has no current desire to *appoint* elected officials as Committee Members.²

Where this group is kept to a minimum, the quorum is more easily fulfilled. An excess of 'members' - comprising people better suited to the following two categories – only raises the numbers of people required to make a quorum at formal meetings.

Advisory

This group of people would not necessarily be formal committee members, but, practitioners in the required disciplines from user groups that would provide proposals for the Governance group's consideration, and implement the Council endorsed committee decisions and co-ordinate / supervise volunteers and, where appropriate, contractors.

Operational

This group are both volunteers and, as required, authorised contractors (or Council staff) that provide the necessary services and actions required in the use of facilities and delivery of services / activities to the community.

The clear demarcation of these roles has often been blurred by the scarcity of voluntary members necessitating some people to engage in multiple roles. Despite these volunteers genuine enthusiasm for the particular cause, the confusion, especially between the detachment required between governance and the other two areas, has created tensions and membership dissatisfaction and burnout.

In addition to the limited number of potential community members volunteering, the lack of formal mentoring of new community members is a serious impediment to sustaining these community committees.

The report author has met and spoken to several Committee executives and community representatives about their expectations and the general and specific areas of challenge for their groups.

In terms of Council's relationship with these groups, most would be generally understanding of the fiscal and delivery limitations of certain sections of Council, especially, in terms of grant funding for significant infrastructure improvements and maintenance, where special provision of services is

² The s355 Committee Management Manual states "Council reserves the right to *appoint* one of its members to each Committee."

required, and appreciative of the assistance and service delivery received each year. This is not to say that Council cannot fine tune or improve this situation.

Council also needs to be aware of, and develop or review, any Trust Deeds or Plans of Management that may require it to fulfil certain duties currently left undone or only being partially met.

A few of the facilities also have *de facto* tenants who pay an agreed 'rental' which, in future, would be better reflected in the fees and charges schedule as a distinct category of 'hire' to avoid the current *ad hoc* arrangements or the necessity of formal leasing arrangements.

FUTURE ACTIONS

The first question that Council needs to determine is, what, if any, of the delivery outcomes or advisory roles currently provided through the s355 structure really require this formal status? Would these interested parties suffer from a perceived lack of empowerment and recognition and no longer be advocates for their cause?

Could any of these delegated functions be better, or, at least, rendered equally satisfactorily if the committee had an independent corporate identity and structure such as an incorporated association³ or even a registered company?

Considerations of the s355 model:

Can be positive;

- Provides a formal mechanism for community participation in decisions on community facilities/issues that guarantees Council's awareness (via tabled minutes)
- Provides a source of interested volunteers to supplement Council staff (or paid contractors) to provide services and activities that may otherwise not be resourced, offered or made available to the local community
- Provides insurance cover and recognition for third party grants, sponsorship
- Can provide continuity of 'function' if community participation wanes

However;

- Exposes Council to potential costs of formal complaint mediation where personalities clash or there is inappropriate behavior and breaches of policy and codes, and unauthorized actions of appointees
- Bureaucratizes spontaneous community driven initiatives
- Does not address limited numbers of appropriately 'qualified' / interested volunteers

³ In the June 2019 external review of the governance structure of *The Arts Centre Cootamundra*, the retention of the Cootamundra Creative Arts incorporated body was recommended to provide the governance detachment noted in this report. The appointment of, and subsequent resignation of members to that Board from people better suited to advisory and operational tasks and an absence of suitable replacements will see the opposite outcome and dissolution of the Cootamundra Creative Arts Incorporated Association.

- Can provide an unwanted forum for dominant personalities / self-serving interests to override genuine community needs

Would Council reject (or not table) a request from a community group seeking guidance or assistance if they were not a s355 Committee?

The *Cootamundra-Gundagai Regional Council Tourism and Economic Development Strategy* states:

"Encourage the local event culture by implementing a competitive application based events funding program in the LGA that is monitored to assess value for money and impact of the event on the visitor economy."

A similar approach for a grants program to assist various groups with basic costs (eg. Insurance, utilities) and administrative/promotional functions could cover those community groups that are providing a very specific activity or that are primarily advisory in nature.

Similarly, assistance facilitated by Council in submitting, administering and acquitting grant applications from NSW and Federal Government programs could also be captured in this process.

SUMMARY

Council has to balance the dual roles of providing leadership and also being a facilitator of public participation.

This balancing act requires assessing the required level of intervention in the context of risk management, resources and the retention of the proper independence afforded to community groups with the goal of empowering individuals and groups whilst minimizing unnecessary administrative burdens.

| Committee | Charter | Current status |
|---|---|--|
| Cootamundra Beach Volleyball Festival Section 355 Committee | Undertake the organisation and operation of the annual Cootamundra Beach Volleyball Festival and all associated events. | No formal compliance. Has advised financials will be submitted as part of AGM process in April/May, 2020. |
| Cootamundra Showground Users Section 355 Committee | Undertake the care, control and management of the Cootamundra Showground. | Currently operating in compliance with s355 Guidelines with significant Council staff involvement |
| Cootamundra Creative Arts and Cultural Centre Section 355 Committee | Undertake the care, control and management of the Cootamundra Creative Arts and Cultural Centre. | Structural change imminent as incorporated Arts Board disbands. |
| | Undertake fundraising activities on behalf of Council, as Trustee of the Cootamundra Arts Trust, for the purpose of: | Charter focus on fund raising/donations linked to original Trust deed, only partially met by this committee. |

| | | |
|--|--|---|
| | <p>1. attracting and encouraging donations, gifts (by will or otherwise) endowments, trust distributions and other forms of financial assistance to or for the benefit of the Trust; and</p> <p>2. sponsoring, organising and undertaking fund raising activities and arranging for the issue of appeals to the public for donations to the Trust.</p> | <p>Confusion between fundraising / Trust role of s355 and program development and management role of former Incorporated Board</p> <p>Any new charter / structure will need to address the Trust deed (or its termination) and the operational aspects of the facilities.</p> |
| Cootamundra Heritage Centre Section 355 Committee | Undertake the care, control and management of the Cootamundra Heritage Centre. | Currently operating in compliance with s355 Guidelines with minimal Council staff involvement |
| Muttama Creek Regeneration Group Section 355 Committee | Undertake the care, control and management of the Muttama Creek regeneration works. | Currently generally operating in compliance with s355 Guidelines with minimal Council staff involvement |
| Muttama Hall Section 355 Committee | Undertake the care, control and management of the Muttama Hall. | Currently operating in compliance with s355 Guidelines with Council staff involvement on improvement works |
| Stockinbingal Ellwood's Hall Section 355 Committee | Undertake the care, control and management of the Stockinbingal Hall. | Currently operating in compliance with s355 Guidelines with minimal Council staff involvement |
| Wallendbeen Hall Section 355 Committee | Undertake the care, control and management of the Wallendbeen Hall. | Currently operating in compliance with s355 Guidelines with Council staff involvement and minor issues with procedures on invoicing and rental/hire/lease of PO |
| Tourism Action Committee (Gundagai) | Work with Council to promote tourism and advise on matters relating to tourism development in the Gundagai Area. | Currently operating in compliance with s355 Guidelines with Council staff involvement. Pre s355 Charter/constitution NLA |
| Cootamundra Tourism Action Group | Work with Council to promote tourism and advise on matters relating to tourism development in the Cootamundra Area. | Currently operating in compliance with s355 Guidelines with Council staff involvement. Pre s355 Charter / constitution replicated from Gundagai |

| | | |
|--|--|---|
| | | TAG noted as incongruent with s355 Guidelines |
|--|--|---|

8.1.11 COUNCILLOR WORKSHOP REPORT

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324846 |
| REPORTING OFFICER | Marianne McInerney, Personal Assistant to the General Manager |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.2 Active participation and engagement in local decision-making</p> |
| FINANCIAL IMPLICATIONS | \$10,000 to be funded from Sewer fund. |
| 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

- 1. The report on the Councillor Workshop held 24th March, 2020 be received.**
- 2. Council endorse the amended Material Recycling Facility to go to Tender as tabled at the meeting.**
- 3. Council endorse proposed changes to the onsite sewer charge.**
- 4. Council approve the allocation of \$10,000 for work to be commenced to implement the commercial trade waste charges in Cootamundra.**
- 5. Council endorse the proposed changes to Council Community Donations Policy.**
- 6. Council endorse the Financial Sustainability Review video of Dr Drew to be shared with staff and the community.**

Introduction

A Councillor Workshop was held on Tuesday, 24th March, 2020 and a presentation by Dr Joseph Drew was given on fee harmonisation and financial sustainability with relation to the financial future of Cootamundra-Gundagai Regional Council.

A draft report, by Dr Drew, examining a number of reforms with relation to fee harmonisation and financial sustainability was discussed at the Workshop regarding the implementing the proposed charges in the 2020/21 financial year.

Discussion

At the Ordinary Meeting held 26th November, 2019 Council resolved (Minute. No 444/2019) to adopt in principal a draft waste strategy and business plan review which included a new contract for the Material Recycling Facility (MRF).

Included in the workshop discussions was the current management of the weighbridge at the Cootamundra waste facility and it was requested that consideration be given to other methods of managing the weighbridge. Further, it was requested that weighbridge management be considered for inclusion as part of the MRF tender document.

Careful consideration has been given to the management of the weighbridge by senior staff and they have concluded that the best outcome for Council and the community, is that the operation of the bridge must be solely managed by Council to ensure revenue projections are able to be achieved. Further, this will ensure the compliance required by the Environmental Protection Agency (EPA).

Council's current arrangement in relation to the revenue from scrap steel, as per the Riverina Eastern Regional Organisation of Councils (REROC) Scrap Metal Agreement, will continue. The successful tenderer will be invoiced for private works for any work undertaken by Council for the management and handling of the scrap metal on site.

Council's community donations budget can no longer be considered appropriate given the troubling state of the Council's finances. Grants and donations cannot be given annually without local groups and associations accepting their reciprocal responsibility to also help themselves. Moreover, it is simply unfair for rate payers to pay ongoing subsidies to support the activities of groups that have little benefit to the wider community, or which have no plan to make themselves self-sufficient. It is pleasing to consider reducing community grants substantially, but if finances deteriorate much further the reality is that grants will cease entirely. It is timely for community groups to start planning now for lower levels of dependency in the future, and also encourage them to consider how they return value to the wider body of ratepayers who have been supporting them for many years.

At the workshop a variety of matters and financial strategies were discussed and the recommendations listed above have resulted from those discussions.

8.1.12 FINAL REPORT FOR BOUNDARIES COMMISSION

| | |
|---------------------------------------|---|
| DOCUMENT NUMBER | 324860 |
| REPORTING OFFICER | Phillip McMurray, General Manager |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.3 Cootamundra-Gundagai Regional Council is a premier local government Council</p> |
| FINANCIAL IMPLICATIONS | 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"> 1. Final Report for Boundaries Commission Submission by Doctor Joseph Drew (under separate cover) ↗ 2. Dr Drew's cover letter for Boundaries Commission report (under separate cover) ↗ 3. Local Government Boundaries Commission - Notice for Submissions (under separate cover) ↗ |

RECOMMENDATION

1. **Council receive the Final Report for Boundaries Commission report, Dr Drew's Cover over Letter for the Boundaries Commission Report and the Local Government Boundaries Commission Notice for Submissions, attached under separate cover.**
2. **The Mayor and General Manager be authorised to distribute Dr Drew's cover letter for Boundaries Commissions Report and the Final Report for Boundaries Commission, attached, with Council's submission to the Boundaries Commission, Minister for Local Government, Premier, Deputy Premier and Member for Cootamundra.**
3. **The Final Report for Boundaries Commission report be displayed on Council's Website and a copy made available at the Customer Service Centres.**
4. **A copy be made available to any interested party.**

Introduction

The Boundaries Commission has determined that public notices of the proposal for Cootamundra-Gundagai Regional Council and a call for submissions from the community has been advertised in local and national newspapers. Notifications are also on Cootamundra-Gundagai Regional Council and Office of Local Government websites.

Discussion

Council has been working with Associate Professor of Public Policy and Local Government, University of Technology Sydney, Dr Joseph Drew, who is assisting with the preparation of a report by Council to be submitted to the Boundaries Commission.

Professor Drew's final report to the Boundaries Commission is complete and ready for submission to the Boundaries Commission for its consideration. It is appropriate Council now adopt this final document as the basis for its submission to the Boundaries Commission.

Council encourages residents and rate payers of Cootamundra-Gundagai Regional Council to prepare and submit their individual preference for the future of Council as encouraged by Dr Drew at the community information evenings held in Cootamundra on the 9th and in Gundagai on 10th March, 2020.

8.1.13 RIVERINA JOINT ORGANISATION BOARD MEETING REPORT

| | |
|---------------------------------------|---|
| DOCUMENT NUMBER | 324881 |
| REPORTING OFFICER | Phillip McMurray, General Manager |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.3 Cootamundra-Gundagai Regional Council is a premier local government Council</p> |
| FINANCIAL IMPLICATIONS | 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 on the Riverina Joint Organisation Board Meeting held 27th February, 2020 be received and noted.

Introduction

On 27th February, 2020 Phillip McMurray (General Manager) and Cr Abb McAlister (Mayor) attended a Riverina Joint Organisation Board Meeting at NSW Parliament House in Sydney. The following notes from that meeting are provided for the information of Council and the community:

Discussion

Discussed:

- Role of Joint Organisations (JOs) moving forward
- Funding for JOs
- The proposed Audit Risk and Improvement Committee (ARIC) and its application to rural and regional councils
- Rate pegging and its ability to meet rising costs of Emergency Services Levy (ESL) and Local Government elections
- Amending the Local Government Act, 1993 to allow the term of Chairpersons in County Councils to be up to 2 years.

Notes:

JO to review panel – advising ministers. ESL Funding increases to be built into rate peg. 43 submissions about ARIC – not interested in budging. Rates – Council may consider water. Update to Code of Conduct.

Minister for Skills and Tertiary Education, Geoff Lee, MP

Discussed:

- Access to Trades Training in Regional Areas
- TAFE Services in Regional Areas

Notes:

\$2.3 billion budget. Regional Training Offices funded – not just TAFE, 6.7 million spent in this area on key skills by 32 providers.

Minister for Planning, Rob Stokes, MP

Discussed:

- S7.12 Contributions on State Significant Developments
- Planning Commission taking into consideration local planning regulations when making SSD determinations (even if they don't adopt them they should note the non-adoption and the reason why).
- Solar farms on agricultural land

Notes:

Regional Plans – Update. 2017 version is a good baseline. Solar Development – Review Assessment/Guidelines. Regularise contributions. Clarity of full amount to LGA's further discussion to be had. End of life of solar panels put into conditions of consent. Chief Scientist circular economy regional opportunity for waste manufacturing.

Thanks to Councils for undertaking Local Strategic Planning Statements forming Local Environmental Plans. Department of Planning is setting up a Regional Office in Wagga.

Minister for Regional Roads, Paul Toole, MP

Discussed:

- Transfer of Regional Roads
- Funding for Regional Roads that are strategic freight routes
- Ensuring that councils are given the opportunity to bid for works on State road works that is undertaken by private providers (the Central West JO states there is a problem in that councils are not being given sufficient time to tender for subcontract works, and as such, being effectively excluded from bidding)

Notes:

Fixing local roads, 6 – 8 weeks. Fixing Timber Country Bridges opening at end of March \$500 million. Road reclassification – Committee setting up principles aware of FAGS, workforce and staged delivery. Roads that have changed – Roadshow classification. Fixing Country Roads – Freight Access/HML/ announcement soon of next round. Good use of funds in drought time. Road safety funding program. Buses for regional public transport (XPT old). Pitching to mayors to deliver messages.

Minister for Youth, Women and Mental Health, Bronnie Taylor, MP

Discussion:

- Initiatives for youth in regional and rural areas
- Access to mental health services for rural communities

Notes:

Proactive community connections.

Minister for Health, Brad Hazzard, MP

Discussion:

- Access to allied health services in rural areas
- Update on the progress of Wagga Wagga Base
- Access to Mental Health services in rural and regional communities

Notes:

1/3 budget \$27 million is for Health. \$10.5 spent in first term. Capital infrastructure. \$1 billion in regions have large recurrent costs. Health Minister rural generalist pathways - \$ for working in hospital. Health Services Union trying to address patient transfer units.

Minister for Agriculture, Adam Marshall, MP

Discussion:

- After the Drought – actions that the DPI is planning to support farmers
- Funding support for Rural Financial Counselling Service
- Supporting a new generation of farmers, how can we initiate activities that will keep young people in farming.

Notes:

1/3 agriculture in state from our region. Drought Recovery Program funding – open to suggestions. Breaking down the Barriers. 99.4% - 30% in severe category. Agreement 75% Federal, 25% State, addition 11/12 Councillors. Average aged stay same as last year. Developing a youth in Agriculture Policy. Wave Stamp Duty on first time buyers. Young Farmers program – Develop mentoring programs.

Minister for Water, Property and Housing, Melinda Pavey, MP

Discussion:

- Government's initiatives in water
- Update on the development of the State Water Strategy being led by Jim Bentley
- Housing availability in Regional and rural areas
- Housing for seasonal workers

Notes:

Wyangala Dam raising, full steam ahead 4 year construction. \$38 million. Looking for innovation in public housing. \$215 million funding to service town water.

8.2 FINANCE

8.2.1 INVESTMENT REPORT - FEBRUARY 2020

| | |
|---------------------------------------|---|
| DOCUMENT NUMBER | 324652 |
| REPORTING OFFICER | Tim Swan, Manager Finance and Customer Service |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.3 Cootamundra-Gundagai Regional Council is a premier local government Council</p> |
| FINANCIAL IMPLICATIONS | Council's investment income for February 2020 was \$21,726.89, 25% under the budgeted figure of \$29,126. |
| 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 st July 2018 and is due for review on 31 st July 2021. |
| ATTACHMENTS | 1. February 2020 Investment Report (under separate cover) ↗ |

RECOMMENDATION

The Investment Report as at 29th February, 2020, attached under separate cover, be received and noted.

Introduction

The monthly investment report provides an overview of Council's investments, and their performance for the month.

Discussion

Investments for February, 2020 have produced interest of \$21,726.89, 25% below the adjusted budget.

Some analysis was provided at the Ordinary Meeting held 25th February, 2020 to demonstrate the causes of the poor returns. With interest rates continuing to fall, a further downgrade in the March, 2020 Quarterly Budget Review is anticipated.

8.2.2 PRESENTATION OF AUDITED FINANCIAL STATEMENTS

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324658 |
| REPORTING OFFICER | Tim Swan, Manager Finance and Customer Service |
| AUTHORISING OFFICER | Phil McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.3 Cootamundra-Gundagai Regional Council is a premier local government Council</p> |
| FINANCIAL IMPLICATIONS | Council remains in a satisfactory financial position with adequate reserves to meet current commitments. |
| LEGISLATIVE IMPLICATIONS | Sections 413 to 428 of the Local Government Act, 1993 prescribe the legislative requirements for the preparation, adoption, auditing and public presentation of the annual financial statements. |
| POLICY IMPLICATIONS | There are no Policy implications associated with this report. |
| ATTACHMENTS | Nil |

RECOMMENDATION

1. **That Mr Brad Bohun of Crowe deliver a presentation to Council on the Audited Financial Statements for the year ended 30 June, 2019.**
2. **The General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules for the year ended 30 June, 2019 be adopted.**

Council's general purpose financial statements and special purpose (water and sewerage) financial statements have now been audited by the NSW Audit Office and their contract agents, Crowe. The General Manager, under delegated authority, has issued the financial statements for release. Copies of the financial statements have been placed on Council's website, and hardcopies are on display in the Council office foyers. A copy of the financial statements has provided to Councillors separately.

A notice was placed in the Council Newsletter and on Council's website, including:

- A statement that the business of today's meeting would include the presentation of the audited financial statements.
- A summary of the financial statements.
- A statement to the effect that any person may make a submission to Council with respect to the financial statements.

Mr Bohun will be in attendance to give a presentation, and to answer questions from the Council.

8.2.3 MONTHLY FINANCE REPORT FOR FEBRUARY 2020

| | |
|---------------------------------------|---|
| DOCUMENT NUMBER | 324692 |
| REPORTING OFFICER | Tim Swan, Manager Finance and Customer Service |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.1 Decision-making is based on collaborative, transparent and accountable leadership</p> |
| FINANCIAL IMPLICATIONS | 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 February 2020 (under separate cover) ↗ |

RECOMMENDATION

The Monthly Finance Report for February, 2020, attached under separate cover, be received and noted.

Introduction

This monthly reporting package provides Councillors with an update on the current budget status.

Discussion

Overall expenditure remains under budget. Income is also under budget, largely due to delays in the construction of the Gundagai Sewerage Treatment Plant and the associated capital grants.

Several business units are currently undergoing review, with adjustments likely to be recommended for the March Quarterly Budget Review.

8.2.4 GRADER FINANCE

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324693 |
| REPORTING OFFICER | Tim Swan, Manager Finance and Customer Service |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>3. Sustainable natural and built environments: we connect with the places and spaces around us</p> <p>3.2 Our built environments support and enhance liveability</p> <p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.1 Decision-making is based on collaborative, transparent and accountable leadership</p> |
| FINANCIAL IMPLICATIONS | \$464,838 will be borrowed, and repaid over 10 years |
| 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

That authority be granted to the General Manager to execute the loan application with Commonwealth Bank of Australia.

Introduction

At the Ordinary Meeting Council held Tuesday, 24th September, 2019 Council resolved (Min no. 338/2019) to purchase a John Deere grader, pending suitable finance.

Discussion

Commonwealth Bank of Australia have offered the most competitive interest rate, of 2.51%pa fixed, with semi-annual repayments. For the loan application to be submitted a Resolution of Council must be had.

Details of the unsuccessful finance offer have been provided to Councillors separately, so as to maintain the competitive confidentiality of the financier.

8.3 COMMUNITY AND CULTURE

Nil

8.4 DEVELOPMENT, BUILDING AND COMPLIANCE

8.4.1 DEVELOPMENT APPLICATIONS APPROVED FOR THE MONTH OF FEBRUARY, 2020

| | |
|---------------------------------------|---|
| DOCUMENT NUMBER | 323832 |
| REPORTING OFFICER | Sharon Langman, Manager Development, Building and Compliance |
| AUTHORISING OFFICER | Phil McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | 3. Sustainable natural and built environments: we connect with the places and spaces around us 3.2 Our built environments support and enhance liveability |
| FINANCIAL IMPLICATIONS | There are no Financial implications associated with this report. |
| LEGISLATIVE IMPLICATIONS | Compliance with the provisions of the Environmental Planning and Assessment Act, 1979 and related. |
| POLICY IMPLICATIONS | There are no Policy implications associated with this report. |
| ATTACHMENTS | Nil |

RECOMMENDATION

The information on Development Applications approved in February, 2020 be noted.

Introduction

The Development Applications Approved in February, 2020 report is submitted for the information of Council and the community with regard to development applications processed.

Discussion

The following development applications were approved by Cootamundra-Gundagai Regional Council in February, 2020.

| APP. NO. | PROPOSED BUILDING | STREET NAME |
|-------------|--------------------------|----------------------|
| DA2019/25/2 | Modification | Old Cootamundra Road |
| DA2020/2 | Garage | Lawson Drive |
| DA2020/5 | Dwelling | Bartley Street |
| DA2020/6 | Awning (residential) | Happy Valley Road |
| DA2020/11 | Shed | Poole Street |
| DA2020/12 | Continued Use of carport | Meagher Street |
| DA2020/14 | Garage | Hume Street |
| DA2020/16 | Shed | Hurley Street |

| | | |
|-----------|---------------------------|------------------|
| DA2020/19 | New modular amenities pod | George Street |
| DA2020/22 | Garage | Adams Street |
| CDC2020/3 | New carport | Harvey Park Lane |
| CDC2020/5 | Change of use | Bourke Street |

VALUE OF WORK REPORTED TO THIS MEETING: \$646,229.00

VALUE OF WORK REPORTED YEAR TO DATE : \$7,731,649.00

THIS TIME LAST YEAR:

VALUE OF WORK –February 2019 - \$13,341,433.00

VALUE OF WORK – YTD 2019 - \$24,010,421.00

8.4.2 LISTING UNDER SCHEDULE 8 CLEAN AIR REGULATION - CONTROL OF BURNING

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324689 |
| REPORTING OFFICER | Sharon Langman, Manager Development, Building and Compliance |
| AUTHORISING OFFICER | Phillip McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | 3. Sustainable natural and built environments: we connect with the places and spaces around us 3.1 The natural environment is valued and protected |
| 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 Listing Under Schedule 8 Clean Air Regulation – control of Burning report is submitted for the consideration of Council.

Introduction

The Department of Planning Industry and Environment has advised that it is remaking the Protection of the Environment Operations (Clean Air) Regulation, 2010 in relation to the control of burning. A resolution of Council is required to define Council's position in this regard.

Discussion

Access is quality, clean air is important for physical and emotion wellbeing. To this end the Protection of the Environment Act, 1997 and (Clean Air) Regulation, 2010 govern a variety of matters relating to air pollution, controls and offences. Schedule 8 of the Regulation lists local government areas in which approval is required to burn certain items. Advice has been received from the Department of Planning Industry and Environment that they wish to remake the Clean Air Regulation, particularly in relation to the control of burning, and have requested a Council resolution identifying what approvals, if any are required to burn in the Cootamundra-Gundagai Regional Council Local Government Area.

The provisions of the Clean Air Regulation allows burning, without approval, of:

- a barbecue or other recreational fire (such as picnic, campfire and the like),
- vegetation in the course of agricultural activities on the premises on which the vegetation grew (such a crop stubble, orchard prunings, diseased crops and the like),
- material under the instruction of a fire control officer, and
- material in accordance with a bush fire hazard reduction certificate.

Nonetheless any burning, irrespective of approval, must not be done in such a manner as to create air pollution. Notwithstanding any listing it is not an offence to burn domestic waste generated on a residential premises where domestic waste management services are unavailable to those premises.

There are three parts to Schedule 8 which contains listings of local government areas in which burning is prohibited; being Part 1 areas in which all burning requires a permit, Part 2 areas where approval is required to burn vegetation and Part 3 areas where approval is required for all burning (except vegetation). Prior to May, 2016 Cootamundra Shire Council was listed in Part 3 of Schedule. This listing requires that approval is required for all burning, except vegetation; Gundagai Shire Council was not listed in any part of Schedule 8, accordingly approval to burn was not required. The majority of rural council areas are listed in either Part 2 or 3; whilst the majority of metropolitan councils are listed in Part 1.

Irrespective of a listing there are certain items that are prohibited to be burnt (such as plastic coated wire, tyres, paint and solvents including containers and treated timber. Furthermore, even where an approval is issued, the burning must be permitted to cause environmental or air pollution.

Approvals of any type can be resource intensive to issue and enforce compliance and, whilst there may be the possibility of attracting a fee for this service, this needs to be balanced against the ability to recover costs associated with such a service. Conversely a purely response compliance course of action also has the ability to generate revenue through fines.

8.5 REGULATORY SERVICES

Nil

8.6 ASSETS

8.6.1 COOTAMUNDRA WATER MAIN REPLACEMENT PROGRAM

| | |
|---------------------------------------|---|
| DOCUMENT NUMBER | 324459 |
| REPORTING OFFICER | Bill Moore, Consultant Engineer |
| AUTHORISING OFFICER | Phil McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | 3. Sustainable natural and built environments: we connect with the places and spaces around us 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. Water Main Progress Map ↓ |

RECOMMENDATION

The report on the Cootamundra Water Main Replacement Program and Water Main Progress Map, attached, be received and noted.

Discussion

As Councillors will be aware, Killard Infrastructure were commissioned, in August, 2018, to replace approximately 19 kilometers (km) of old cast iron water mains in various locations throughout Cootamundra. These mains were old, prone to breakage and the known source of dirty water issues that have plagued the community for many years.

In addition to the inconvenience to residents and businesses, caused by dirty water and supply interruptions, there was a significant cost to Council occasioned by staff and other resources having to attend to these issues (often after hours). Such was the demand in attending to these emergency matters, staff were very limited in their capacity to undertake routine maintenance works essential to operating the system.

The original contract let to Killard was modified and extended on a few occasions to address priority works throughout the town. A plan showing the completed and current work under the contract is attached for the information of Council. The final works under the program are those shown in parts of Yass Road and Barnes Street, just north of the railway crossing. It is envisaged that all works, with the exception of restoration and work-as-executed activities, will be completed by Easter.

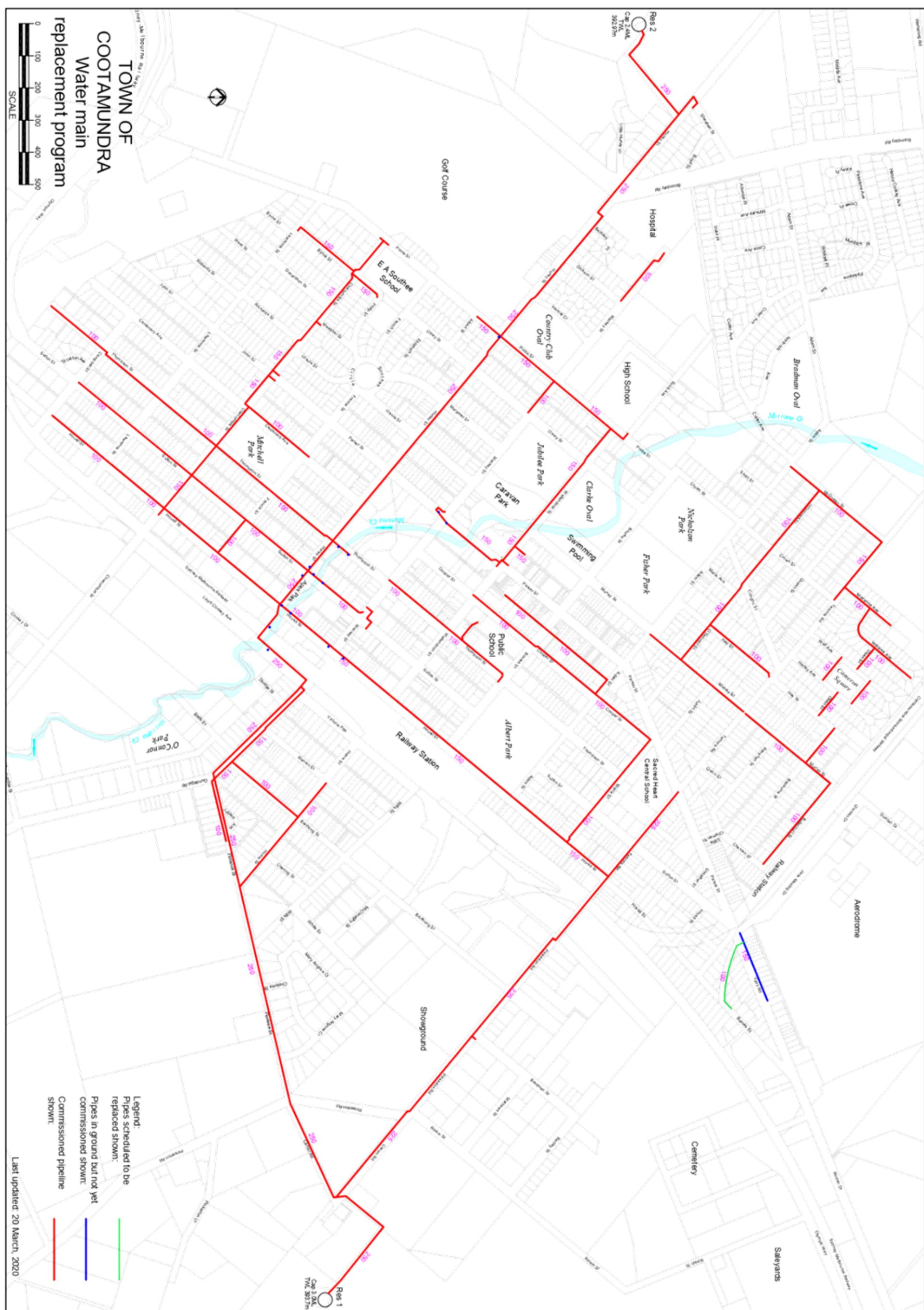
On completion, approximately $23\frac{1}{2}$ km of replacement main will have been installed, out of a total of approximately 75km. Of the total mains replaced, 6.6km (28%) represent two major supply mains from the town's reservoirs which contributed significantly to the dirty water issues.

Although no detailed records are available, it is estimated that water quality complaints and mains failures have been reduced by up to 85%. With most, but not all, of the vulnerable pipework

replaced it has been possible to increase storage levels in the two reservoirs and, thereby, provide improved supply pressures throughout most of the system.

However, it is recognised that there still exists approximately 5km of old cast iron and asbestos concrete main that should be prioritised for early replacement, at an estimated total cost of up to \$2,000,000. There are also two railway crossings (Yass Road and Cowcumbla Street) that are susceptible to failure; their replacement could cost \$100,000 to \$125,000 each. An annual program of capital works would assist in reducing these backlogs.

It should be noted that throughout the current replacement program, the employees of Killards have operated in a very professional manner exercising skilled workmanship, minimising disruptions, and acting courteously to residents and businesses at all times. Any issues arising from their work (and these were limited and generally minor in nature) were attended to promptly and without dispute.



8.6.2 STOCKINBINGAL SEWERAGE SCHEME

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324537 |
| REPORTING OFFICER | Bill Moore, Consultant Engineer |
| AUTHORISING OFFICER | Phil McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>3. Sustainable natural and built environments: we connect with the places and spaces around us</p> <p>3.2 Our built environments support and enhance liveability</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. Stockinbingal Sewerage Scheme Concept Design Report (under separate cover) ↗ |

RECOMMENDATION

- 1. The report on the Stockinbingal Sewerage Scheme and the Stockinbingal Sewerage Scheme Concept Design Report, attached under separate cover, be received and noted.**
- 2. Council engage NSW Public Works Authority to prepare a business case for the proposed Stockinbingal Sewerage Scheme.**
- 3. An application be made under the Safe and Secure Water Program for funding towards a detailed design.**

Introduction

In March, 2019 Council engaged NSW Public Works Authority (PWA) to prepare a Concept Design for a pressure sewerage scheme and Intermittently Decanted Extended Aeration (IDEA) type treatment plant for the Village of Stockinbingal. The design report has now been received and a copy is provided under separate cover.

Discussion

The design provides for the connection of 106 existing properties within the village zone including:

- 92 residential premises;
- 6 non-residential premises; and
- 8 commercial properties;

In addition, the design allows for the connection of 5 residential properties adjoining the village zone boundary and 16 in the RU1 land to the east of the village zone (Hoskins and Elwood Streets area).

Although restricted by hydraulic design parameters, wherever possible, the largest suitable pipe sizes have been adopted for the reticulation design to accommodate some future development.

The sewage treatment plant design allows for all the above properties plus a 20% allowance for future growth.

High level estimates for the construction of the system are provided in the report and are summarised as:

| | |
|---|--------------------|
| Reticulation (pressure sewerage system) | \$4,008,830 |
| Sewage treatment plant | \$2,709,422 |
| TOTAL: | \$6,718,252 |

Should Council elect to proceed with this project, the next steps would be as follows (Note: the estimated costs quoted are indicative only):

| Project phase | Estimated cost |
|---|----------------------------|
| Prepare Business Case | \$10,000 |
| Obtain detailed designs and documentation | \$400,000 to \$500,000 |
| Construction | \$6,000,000 to \$7,000,000 |

It is anticipated that the above three phases are eligible for funding from the Safe and Secure water Program at a rate of 50% (or 75% if Council can successfully plead hardship provisions). Should Council be fully successful in obtaining grant funding, it will still be required to contribute between \$1.6M and \$1.9M to the project.

8.6.3 FLOOD MANAGEMENT PROGRAM

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324619 |
| REPORTING OFFICER | Ganesh Ganeshamoorthy, Manager Assets |
| AUTHORISING OFFICER | Ganesh Ganeshamoorthy, Manager Assets |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>3. Sustainable natural and built environments: we connect with the places and spaces around us</p> <p>3.2 Our built environments support and enhance liveability</p> |
| FINANCIAL IMPLICATIONS | \$20,000 to be funded through Council's Floodplain Management Program should the application be successful. |
| LEGISLATIVE IMPLICATIONS | There are no Legislative implications associated with this report. |
| POLICY IMPLICATIONS | There are no Policy implications associated with this report. |
| ATTACHMENTS | 1. Floodplain Management Program Guidelines for Applications - 2020-21 (under separate cover) ⇒ |

RECOMMENDATION

- 1. Council approve that the Cootamundra Flood Risk Management Plan, attached under separate cover, be included in an application to be prepared and submitted to the NSW Government Floodplain Management Program 2020-21.**
- 2. If the application is successful, Council approve a \$20,000 co-contribution for the project through Council's Floodplain Management Fund.**

Introduction

On February, 2020 Council received an email from Manager Contestable Grants – Coast, Estuary and Flood, Department of Planning, Industry and Environment (DPIE) that the NSW Government provides Technical and Financial Support to local government under the Floodplain Management Program to manage flood risks.

The primary objective of this program is to support the implementation of the NSW Flood Prone Land Policy, which aims to reduce the impacts of existing flooding and flood liability on communities and to reduce private and public losses resulting from floods, using ecologically positive methods wherever possible. The Program is administered by the Department of Planning, Industry and Environment (DPIE). Grant applications opened on 26th February, 2020 and closes on 8th April, 2020.

Discussion

At present, the Cootamundra Flood Studies is nearing completion (Stage 1) and on completion of this Flood Studies it is recommended that Council follow this up with a Preparation of Flood Risk Management Study and Plan. Funding is provided under the Program for projects that manage flood risk, including:

- Stage 1 – flood study (including data collection)
- Stage 2 – prepare or review floodplain risk management study and plan
- Stage 3 – investigation, design and/or feasibility study for works identified in a floodplain risk management plan (where required); this stage must be undertaken for any works projects that are likely to exceed a total project cost of \$500,000
- Stage 4 – implementing actions identified in a floodplain risk management plan, including but not limited to:
 - structural works such as levees, detention basins, flood gates and flow conveyance improvements (if these are extensive works requiring a high level of funding, they should be broken into stages),
 - flood warning systems,
 - evacuation management,
 - upgrades of flood assets that have reached the end of their design life,
 - voluntary house raising (further information on the eligibility criteria and implementation of voluntary house raising projects is available at <https://www.environment.nsw.gov.au/topics/water/floodplains/floodplain-management-grants/current-grants>), and
 - voluntary purchase (further information on the eligibility criteria and implementation of voluntary purchase projects is available at <https://www.environment.nsw.gov.au/topics/water/floodplains/floodplain-management-grants/current-grants>)

| Project Title | Description | Budget Estimate |
|-------------------------|--|-----------------|
| Cootamundra Flood Study | Cootamundra Flood Risk Management Study and Plan | \$100,000 |

The program funding is a 4:1 contribution and based on the estimated cost of the project. The grant funding available is \$80,000 with the potential \$20,000 to be funded from Council's budget for the Cootamundra Flood Study should the application be successful.

8.7 CIVIL WORKS

8.7.1 NANGUS WATER SUPPLY

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324533 |
| REPORTING OFFICER | Bill Moore, Consultant Engineer |
| AUTHORISING OFFICER | Phil McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>3. Sustainable natural and built environments: we connect with the places and spaces around us</p> <p>3.2 Our built environments support and enhance liveability</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. Nangus Water Supply Feasibility Study (under separate cover) ↗ |

RECOMMENDATION

1. The report on the Nangus Water Supply and the Nangus Water Supply Feasibility Study, attached under separate cover, report be received and noted.
2. Copies of the Nangus Water Supply Feasibility Study be placed on Council's website and copies made available to interested community members.
3. Council endorse progressing the next Business Case stage of the Nangus Water Supply project and that Council request the Office of Local Government approve any remaining funds from the project budget be restricted within Council's Water Fund, in consideration so that this invaluable piece of work can progress through to completion.
4. Cardno be appointed to undertake the Business Cases for Options 2 and 7 as a shared venture with Goldenfields Water County Council provided a satisfactory quote is received.

Discussion

Cootamundra-Gundagai Regional Council (CGRC) and Goldenfields Water County Council (GWCC) have jointly embarked on a project to investigate the supply of potable water to the Village of Nangus.

It is envisaged that this project will comprise of the following phases:

1. A feasibility study;
2. The preparation of a Business Case;

3. A detailed design and documentation; and
4. Construction.

It is anticipated successful completion of the project will take approximately four (4) years.

Both Councils have agreed to each fund 50% of the first two phases (Feasibility Study and Business Case), with CGRC using funds provided through the Stronger Communities Fund Round 1.

Procurement of phases 3 and 4 (Design and Construction) will be dependent on external funding, which is anticipated will be sought through the Safe and Secure Water Program.

In August, 2019 GWCC, on behalf of both Councils, engaged Cardno Pty Ltd to undertake the abovementioned feasibility study. Such study was to consider the feasibility of seven (7) options as follows:

1. Extend the existing Gundagai potable water supply to Nangus;
2. Connection to GWCC's Tenandra scheme at Oura Road to supply Nangus;
3. Connection to GWCC's Tenandra scheme near Tenandra reservoirs and utilise the existing easement;
4. Connection to GWCC's Tenandra reservoir and use the local terrain to determine the alignment to Nangus;
5. River extraction including treatment process;
6. Ground water extraction including treatment process; and
7. Do nothing 'status quo'.

Cardno has now provided its final report on the Feasibility Study and a copy is provided under separate attachment.

The study report provides high level cost estimates for each of the seven options and also the results of a multi-criteria analysis of each regarding such matters as security, quality, constructability, operating risks etc.

Although Option 2 (pipeline from GWCC's supply, along Oura Rd) is not quite the cheapest of the construction options investigated, it ranks significantly higher than the other five in the multi-criteria analysis and is the recommended option.

It is understood that, at its February, 2020 meeting the Board of GWCC resolved as follows:

1. *That the outcome of the Nangus feasibility study be noted*
2. *That the Board approve Council to proceed to business case for Options 2 and 7*

Noting that GWCC will not proceed into business case until Cootamundra Gundagai Regional Council receives endorsement to proceed.

Cardno are currently preparing a quotation to undertake the business case.

8.7.2 CIVIL WORKS AND TECHNICAL SERVICES REPORT - MARCH 2020

| | |
|---------------------------------------|--|
| DOCUMENT NUMBER | 324623 |
| REPORTING OFFICER | Shelley Liehr, Executive Assistant - Operations |
| AUTHORISING OFFICER | Phil McMurray, General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | <p>3. Sustainable natural and built environments: we connect with the places and spaces around us</p> <p>3.2 Our built environments support and enhance liveability</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 Civil Works and Technical Services Report for the month of March, 2020 be received.

Introduction

This report provides a detailed update of the Civil Works and Technical Services Departments' works undertaken for the month of March, 2020.

Discussion

Maintenance grading has been undertaken on Greens Lane and Smiths Lane and gravel resheeting commenced on Whites Lane. Work on these lanes was necessitated due to heavy rainfall in the north western area in the early March, 2020 rainfall event. Also as part of that rain event, culverts on Berthong Road, Black Springs Road and Whites Lane needed additional cleaning and repairs due to damage sustained by excess overland water flow.

Works on the Gap Bridge project have continued over the last month. All culverts and drainage works have now been completed. The pavement reconstruction is also nearing completion, with expectations that the works would be sealed by the end of March, 2020. The next stage of the work will involve placement of new guard rail and line marking.

Works have resumed on the Adjungbilly Road project with stabilisation on the remaining section now complete. Sealing for this section has been scheduled for the last week of March, 2020. Works are progressing on the Muttama Road reconstruction project with pavement stabilisation works continuing and are expected to be completed prior to 9th April, 2020 (Easter). Works will then continue on placement of road base and sealing.

In Gundagai, culvert replacement has been completed at the intersection of Isaac and South Streets as well as the drainage work on Luke Street, which is to address localised flooding issues in that area. Work has commenced on stormwater drainage and kerbing along West Street between Nurse Murray Street and Jack Moses Avenue.

Council's resealing contractor Boral has almost finish the annual resealing works around the whole Council area with only a few projects remaining. The completed resealing works include the state road projects. Marking of road lines in the resealing areas has been completed where required as well as several locations around Cootamundra where the old road lines have faded.

The new asphalt surface has been laid at the Cootamundra netball courts as well as repairs to the damaged surface around the Fisher Park cycle track.

Patching and other general maintenance has been undertaken as required around the entire local government area.

8.8 TECHNICAL SERVICES

Nil

8.9 FACILITIES

Nil

8.10 WASTE, PARKS AND RECREATION

Nil

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN

Nil

10 QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL ITEMS

Nil