

Business Paper

ORDINARY COUNCIL MEETING

**ALBY SCHULTZ MEETING CENTRE,
COOTAMUNDRA**

6:00PM, TUESDAY 28TH APRIL, 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 Alby Schultz meeting Centre, Cootamundra on:

Tuesday, 28th April, 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 31 MARCH 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 31 March 2020

RECOMMENDATION

The Minutes of the Ordinary Meeting of Council held on Tuesday 31 March 2020 be confirmed as a true and correct record of the meeting.



**COOTAMUNDRA-
GUNDAGAI REGIONAL
COUNCIL**

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

ORDINARY COUNCIL MEETING

COUNCIL CHAMBERS, GUNDAGAI

6:00PM, TUESDAY 31ST MARCH, 2020

Administration Centres: 1300 459 689

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, GUNDAGAI
ON TUESDAY, 31 MARCH 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, Cr Craig Stewart

IN ATTENDANCE: Phil McMurray (Acting General Manager), Ganesh Ganeshamoorthy (Manager Assets), Susan Gheller (Manager of Business), Sharon Langman (Manager Development, Building and Compliance), Andrew Brock (Manager Facilities), Tim Swan (Manager Finance), Matt Stubbs (Manager Technical Services), Wayne Bennett (Manager Waste, Parks & Recreation Services)

Note:

Pursuant to s747A of the Local Government Act, 1993 Cr Dennis Palmer (Deputy Mayor) and Cr's Bowden, Kelly, Phillips, Sheahan and Stewart attended the meeting remotely using an audio-visual link.

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.

2 OPEN FORUM

Note: Due to COVID-19 the Meeting was closed to the public and there was no Open Forum. The Meeting was livestreamed. No written submissions relating to items on the agenda or any other matter were received by Council for presentation at the meeting.

3 APOLOGIES

Nil

4 DISCLOSURES OF INTEREST

Nil

5 CONFIRMATION OF MINUTES

5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 25 FEBRUARY 2020**RESOLUTION 077/2020**

Moved: Cr David Graham

Seconded: Cr Charlie Sheahan

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.

CARRIED

SUSPENSION OF STANDING ORDERS**RESOLUTION 078/2020**

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

That Council suspend standing orders to bring forward consideration of item 8.2.2 presentation of Audited Financial statements.

CARRIED

8.2.2 PRESENTATION OF AUDITED FINANCIAL STATEMENTS

Note: Mr Brad Bohun of Crowe delivered a presentation to Council on the Audited Financial Statements for the year ended 30th June, 2019.

RESOLUTION 079/2020

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

Item 8.2.2 Presentation of Audited Financial Statements be moved forward to allow Mr Brad Bohun of Crowe to deliver a presentation to Council on the Audited Financial Statements for the year ended 30 June, 2019.

CARRIED

5.2 MINUTES OF THE INTERNAL AUDIT COMMITTEE MEETING HELD ON THURSDAY 12 MARCH 2020**RESOLUTION 080/2020**

Moved: Cr Doug Phillips

Seconded: Cr David Graham

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 be also noted.**

CARRIED

6 MAYORAL MINUTES**6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT FOR MARCH, 2020**

Note: the following amendments were made at the meeting:

21st -22nd February, 2020

Cr Sheahan did not attend the Australian Local Government Women's Association forum in Griffith.

5th March, 2020

Cr Nicholson attended the Cootamundra Tourism Action Group s355 Committee Annual General Meeting and Ordinary Meeting.

12th March, 2020

Cr Nicholson 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.

RESOLUTION 081/2020

Moved: Cr Dennis Palmer

Seconded: Cr Craig Stewart

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

CARRIED

7 REPORTS FROM COMMITTEES

Nil

8 GENERAL MANAGER'S REPORT

8.1 BUSINESS**8.1.1 INFORMATION BULLETIN****RESOLUTION 082/2020**

Moved: Cr Gil Kelly

Seconded: Cr Dennis Palmer

The Information Bulletin, and correspondence, attached under separate cover, be received and noted.

CARRIED

8.1.2 COUNCIL MEETING ACTION REPORT**RESOLUTION 083/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Craig Stewart

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

CARRIED

8.1.3 MINUTES OF COOTAMUNDRA HERITAGE COMMITTEE MEETINGS HELD 3 FEBRUARY, 2020 AND 2 MARCH, 2020**RESOLUTION 084/2020**

Moved: Cr David Graham

Seconded: Cr Doug Phillips

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

CARRIED

8.1.4 COOTAMUNDRA SHOWGROUND USERS GROUP S355 COMMITTEE MINUTES 18 MARCH, 2020**RESOLUTION 085/2020**

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

- 1. The Minutes of the Cootamundra Showground Users s355 Committee held 18th March, 2020, attached under separate cover, be received and noted.**
- 2. The tree referred to in item 1.8 General Business of the Minutes be removed by Council officers if possible.**

3. The request for a donation to cover the cost of ground hire for the 2020/21 financial year submitted by Riding for the Disabled be deferred to the Ordinary Meeting to be held 28th April, 2020 and considered in conjunction with the community donation program.

CARRIED

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

RESOLUTION 086/2020

Moved: Cr David Graham

Seconded: Cr Dennis Palmer

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

CARRIED

MINUTES OF THE COOTAMUNDRA TOURISM ACTION GROUP S355 COMMITTEE (LATE ITEM)

Note: The Minutes from the Cootamundra Tourism Action Group s355 Committee Annual General Meeting and Committee Meeting were accepted by the Chairperson as a Late Report.

RESOLUTION 087/2020

Moved: Cr David Graham

Seconded: Cr Charlie Sheahan

Council note the Cootamundra Tourism Actions Group's preference for Brand Concept three (3) (separate logos). However, if this concept is also adopted by council, that further tweaks to the logo design and a different by-line be implemented to better reflects the key offerings and community pride in Cootamundra the Cootamundra Tourism Actin Group s355 Committee believe have been missed from the current draft strategy document.

CARRIED

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

RESOLUTION 088/2020

Moved: Cr Penny Nicholson

Seconded: Cr David Graham

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 adopt the brand concept three (3): Gundagai, “Gundagai Unleash your Freedom” and refrain from adopting a regional logo.**
3. **Council look at options for funding for the purchase and installation of a speaker system for Sheridan Street that plays the local radio station and be utilised for events.**

CARRIED

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

RESOLUTION 089/2020

Moved: Cr Leigh Bowden

Seconded: Cr David Graham

1. **The Minutes of The Arts Centre Cootamundra held 19th March, 2020, attached under separate cover, be received and noted.**
2. **Recommendations included in the Minutes be considered by Council’s Manager Facilities.**

CARRIED

8.1.8 MINUTES OF THE MEETING OF THE ARTS CENTRE COOTAMUNDRA S.355 COMMITTEE, HELD 20 FEBRUARY, 2020**RESOLUTION 090/2020**

Moved: Cr Doug Phillips

Seconded: Cr Craig Stewart

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.

CARRIED

8.1.9 REPORT TO COUNCIL FROM COOTAMUNDRA CREATIVE ARTS INCORPORATED - MARCH 2020**RESOLUTION 091/2020**

Moved: Cr Doug Phillips

Seconded: Cr Leigh Bowden

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

CARRIED

8.1.10 FURTHER REVIEW OF S355 COMMITTEE OPERATIONS**RESOLUTION 092/2020**

Moved: Cr Charlie Sheahan

Seconded: Cr Craig Stewart

- 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.**

CARRIED

8.1.11 COUNCILLOR WORKSHOP REPORT

It was moved by Cr's Palmer (Deputy Mayor) and Kelly:

1. The report on the Councillor Workshop held 24th March, 2020 be received.
2. Council redraft the draft tender document to include the management of the weighbridge to the successful tenderer.
3. Council endorse the 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 be shared with Council staff and the community.

On being put to the vote Motion was LOST.

RESOLUTION 093/2020

Moved: Cr Doug Phillips

Seconded: Cr Penny Nicholson

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 the 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 be shared with Council staff and the community.**

CARRIED

8.1.12 FINAL REPORT FOR BOUNDARIES COMMISSION**RESOLUTION 094/2020**

Moved: Cr Penny Nicholson

Seconded: Cr David Graham

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.

CARRIED

8.1.13 RIVERINA JOINT ORGANISATION BOARD MEETING REPORT**RESOLUTION 095/2020**

Moved: Cr Craig Stewart

Seconded: Cr Charlie Sheahan

The report on the Riverina Joint Organisation Board Meeting held 27th February, 2020 be received and noted.

CARRIED

8.2 FINANCE**8.2.1 INVESTMENT REPORT - FEBRUARY 2020****RESOLUTION 096/2020**

Moved: Cr Doug Phillips

Seconded: Cr David Graham

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

CARRIED

8.2.2 PRESENTATION OF AUDITED FINANCIAL STATEMENTS

Note: The presentation of the Audited Financial Statements was considered earlier in the meeting following item 5.1 minutes of the Ordinary Meeting of Council Held Tuesday , 25th February, 2020.

RESOLUTION 097/2020

Moved: Cr Penny Nicholson

Seconded: Cr Leigh Bowden

The General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules for the year ended 30 June, 2019 be adopted.

CARRIED

8.2.3 MONTHLY FINANCE REPORT FOR FEBRUARY 2020**RESOLUTION 098/2020**

Moved: Cr Penny Nicholson

Seconded: Cr Craig Stewart

- 1. The Monthly Finance Report for February, 2020, attached under separate cover, be received and noted.**
- 2. The Manager Assets prepare a report on Plant costings for the consideration of Council at the Ordinary Meeting scheduled to be held on 28th April, 2020.**

CARRIED

8.2.4 GRADER FINANCE**RESOLUTION 099/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

Authority be granted to the General Manager to execute the loan application with Commonwealth Bank of Australia as detailed in the report.

CARRIED

8.3 COMMUNITY AND CULTURE

Nil

8.4 DEVELOPMENT, BUILDING AND COMPLIANCE**8.4.1 DEVELOPMENT APPLICATIONS APPROVED FOR THE MONTH OF FEBRUARY, 2020****RESOLUTION 100/2020**

Moved: Cr David Graham

Seconded: Cr Penny Nicholson

The information on Development Applications approved in February, 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 Cr Craig Stewart	Nil
ABSENT	DECLARED INTEREST
Nil	Nil

CARRIED

8.4.2 LISTING UNDER SCHEDULE 8 CLEAN AIR REGULATION - CONTROL OF BURNING**RESOLUTION 101/2020**

Moved: Cr Charlie Sheahan

Seconded: Cr Doug Phillips

Council not adopt the Listing Under Schedule 8 Clean Air Regulation as detailed in the report.

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 Cr Craig Stewart	Nil
ABSENT	DECLARED INTEREST
Nil	Nil

CARRIED**8.5 REGULATORY SERVICES**

Nil

8.6 ASSETS

8.6.1 COOTAMUNDRA WATER MAIN REPLACEMENT PROGRAM

RESOLUTION 102/2020

Moved: Cr Gil Kelly

Seconded: Cr Leigh Bowden

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

CARRIED

8.6.2 STOCKINBINGAL SEWERAGE SCHEME

RESOLUTION 103/2020

Moved: Cr Dennis Palmer

Seconded: Cr Penny Nicholson

- 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.**

CARRIED

8.6.3 FLOOD MANAGEMENT PROGRAM

RESOLUTION 104/2020

Moved: Cr Leigh Bowden

Seconded: Cr Charlie Sheahan

- 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, referred to in 1 above, is successful, Council approved a \$20,000 co-contribution for the project through Council's Water Fund.**

CARRIED

8.7 CIVIL WORKS**8.7.1 NANGUS WATER SUPPLY****RESOLUTION 105/2020**

Moved: Cr Penny Nicholson

Seconded: Cr Dennis Palmer

- 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 are to 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.**

CARRIED

8.7.2 CIVIL WORKS AND TECHNICAL SERVICES REPORT - MARCH 2020**RESOLUTION 106/2020**

Moved: Cr Craig Stewart

Seconded: Cr Doug Phillips

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

CARRIED

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

The Meeting closed at 8:04 PM.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 28 April, 2020.

.....
CHAIRPERSON

.....
GENERAL MANAGER

6 MAYORAL MINUTES

6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT

DOCUMENT NUMBER	325185
AUTHORISING OFFICER	Phillip McMurray, General Manager
REPORTING OFFICER	Marianne McInerney, Personal Assistant to the General Manager
ATTACHMENTS	Nil

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

RECOMMENDATION

The information in the Mayoral Minute be received and noted.

30th March, 2020

Cr Sheahan attended an Adina Care Board meeting.

I attended a Riverina Eastern Region Organisation of Councils (REROC) biodiversity seminar via Zoom.

31st March, 2020

Cr Palmer (Deputy Mayor), Crs Bowden, Graham, Kelly, Nicholson, Phillips, Sheahan, Stewart and I attended a Councillor Workshop with Phillip McMurray (General Manager) and senior Council staff via Microsoft Team.

1st April, 2020

Cr Nicholson, Phillip McMurray (General Manager) and I had a meeting with Mark Tilley (John Holland Rail) in relation to the rail viaduct in Gundagai.

3rd April, 2020

I attended a REROC Executive meeting via Zoom.

4th April, 2020

Cr Bowden attended an Australian Local Government Women's Association (ALGWA) informal discussion, via Zoom, on the way forward with COVID-19.

7th April, 2020

Cr Palmer (Deputy Mayor) and Cr's Bowden, Graham, Nicholson, Sheahan and I attended a Workshop with Phillip McMurray (General Manager) and senior Council staff via Microsoft Team.

8th April, 2020

I attended a Riverina Joint Organisation working party meeting via Zoom.

9th April, 2020

I attended a Gundagai Rail Viaduct Stakeholders meeting.

14th April, 2020

Cr Palmer (Deputy Mayor) and Cr's Bowden, Graham, Kelly, Nicholson, Sheahan, and I attended a Workshop with Phillip McMurray (General Manager) and senior Council staff via Microsoft Team.

17th April, 2020

I attended a REROC Executive meeting via Zoom.

Cr Bowden attended an Easter Riverina Arts Advisory Committee meeting via Zoom.

18th April, 2020

Cr Bowden attended and ALGWA Executive meeting via Zoom.

21st April, 2020

Cr Palmer (Deputy Mayor) Cr's Bowden, Graham, Kelly, Nicholson, Sheahan and I attended a Workshop with Phillip McMurray (General Manager) and senior Council staff via Microsoft Team.

22nd April, 2020

C Bowden attended the Riverina Regional Library Advisory Committee meeting via Zoom.

23rd April, 2020

I attended a REROC and Riverina Joint Organisation meeting via Zoom.

7 REPORTS FROM COMMITTEES

Nil

8 GENERAL MANAGER'S REPORT

8.1 BUSINESS

8.1.1 NEW REGULATIONS IN RESPONSE TO COVID-19

DOCUMENT NUMBER	325866
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>4.3 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. Modification of Statutory Requirements in Response to the COVID-19 Pandemic ↓ 2. Rates and Charges Financial Hardship Policy ↓

RECOMMENDATION

1. Council determine whether to adhere to the regular statutory timetable for the Operational Plan and rating process or delay these for the permitted 30 day extension period.
2. The relaxation of statutory provisions in relation to advertising and access to various public documents be noted.
3. Council consider the impact of the new regulations outlined in the report on existing policies more fully once normal circumstances resume.
4. Consideration of the waiving of any non-rate related Fees and Charges under a new COVID-19 category be referred to Council for determination.
5. Facilitate, where Council determines, relief measures to local ratepayers and businesses.

Introduction

Councillors will be aware that, in addition to postponing the next Council election, the State Government amended the Local Government Act, 1993 (the Act) so that regulations may be made under section 747B of the Act to modify the application of sections of the Act for the purposes of “responding to the public health caused by the COVID-19 pandemic” and that any such provisions automatically expire after 6 months, or earlier if decided by the Parliament.

Discussion

Pursuant to Section 747B of the Act a number of regulations have been made to temporarily modify the application of the Act to:

- Extend some statutory deadlines for plans and setting of rates (generally by a month as listed in Table A) noting, however, a Council can still direct that an Operational Plan be adopted by the 1st July, 2020 due date and ensure rates are levied and served by 1st August, 2020;
- Address basic administrative procedures relating to public notices and public access to documents remotely rather than in person (e.g. Council meeting papers, Code of Meeting Practice, Plans of Management, Local policies, Audited accounts, and flood and fire risk manuals);
- Facilitate, where Council determines, relief measures to local ratepayers and businesses, again generally by a month in relation to rates due dates.

The potential for Council to **immediately** waive or offer other fee relief beyond normal 'hardship' provisions under a new COVID-19 category is also provided for without the normal statutory notification requirements.

Of a more significant and longer term impact, with the temporary closure of some local newspapers and to assist councils to reduce their costs, the Local Government (General) Regulation 2005 has also been amended to **permanently** remove requirements for newspaper advertising for a number of areas, including:

- Integrated Planning documents including Delivery Program, Operational Plan (including Budget and Fees and Charges)
- Council Meeting Notices
- Notifications in relation to certain filming projects
- Consultation concerning categorisation of land as an area of cultural significance
- Open and selective tendering processes
- Poll and referendum notices by Election Managers

Council will instead be required to publish notices on their websites and in such other manner that they consider necessary "to bring it to the notice of the local community or other interested persons." Clearly, these amendments do not represent a prohibition to use local papers should the Council feel that was necessary.

It should also be noted that the Environmental Planning and Assessment Regulation 2000 has been amended to remove the requirements on councils to notify planning processes, applications and determinations in local newspapers. It is now sufficient for these matters to be advertised on Council's website or the NSW Government's Planning Portal.

Table A: Permissible deadlines established under s747B

Section of LG Act	Prior deadline	New deadline
Adoption of Operational Plan – s405(1)	By 1 July 2020	By 1 August 2020
Making of a rate or charge – s533	By 1 August 2020	By 1 September 2020
Date by which quarterly rates are payable – s562(3)(a)	31 August 2020	30 September 2020
Quarterly review statements (QBRs) – Cl 203(1) of Regulation	The third quarter 2019-20 QBRs (currently May 2020)	Third quarter QBRs - June 2020. All future QBRs remain due as per Regulation.
Submission of audited Financial Reports – s416(1)	31 October 2020	30 November 2020
Preparation and publish of Annual Reports – s428(1)	30 November 2020	31 December 2020



Office of
Local Government

Circular to Councils

Circular Details	20-12/ 17 April 2020 / A696830
Previous Circular	20-06 Novel Coronavirus (COVID-19) Development Updates
Who should read this	General Managers / Finance, Governance and Integrated Planning and Reporting staff
Contact	Council Performance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

Modification of statutory requirements in response to the COVID-19 pandemic

What's new or changing

- Regulations have been made under section 747B of the *Local Government Act 1993* to temporarily modify the application of the Act in response to the COVID-19 pandemic. The regulations made under section 747B modify the Act as follows:
- Councils have been provided with a one-month extension:
 - to adopt their 2020-21 Operational Plan (including Revenue Policy, Statement of Fees and Charges and annual budget) before 31 July 2020;
 - to submit audited financial reports by 30 November 2020; and
 - for the preparation and publishing of annual reports by 31 December 2020.
- Councils have the option to delay issuing rates notices to ratepayers until 1 September 2020, and the collection of the first quarter rates instalment until 30 September 2020.
- Councils may immediately waive or reduce fees under a new "COVID-19" category.
- The requirement for councils to make certain documents available for physical inspection at their offices has been modified to allow access to the documents to be provided remotely.
- In addition to these temporary measures, in response to the closure of some local newspapers and to assist councils to reduce their costs, the *Local Government (General) Regulation 2005* (the Regulation) has been amended to remove requirements for newspaper advertising. This amendment is not temporary and will continue to apply after the COVID-19 pandemic passes.

What this will mean for your council

- The COVID-19 pandemic has caused an exceptional set of circumstances with unprecedented impacts. The NSW Government is committed to supporting local councils and their communities during this period of uncertainty.
- To provide NSW councils with flexibility to adjust to the rapidly shifting circumstances and to allow them to provide appropriate financial support to their local communities, a number of statutory deadlines for 2019-20 and 2020-21 have been modified. These are set out in the table below:

Section of LG Act	Prior deadline	New deadline
Submission of audited Financial Reports – 416(1)	31 October 2020	30 November 2020
Preparation and publish of Annual Reports – 428(1)	30 November 2020	31 December 2020

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Section of LG Act	Prior deadline	New deadline
Adoption of Operational Plan - 405(1)	By 1 July 2020	By 1 August 2020
Making of a rate or charge - 533	By 1 August 2020	By 1 September 2020
Date by which quarterly rates are payable - 562(3)(a)	31 August 2020	30 September 2020
Quarterly review statements (QBRs) - CI 203(1) of Regulation	The third quarter 2019-20 QBRs (currently due May 2020)	Third quarter QBRs - June 2020 . All future QBRs remain due as per Regulation.

- In exercising discretion to extend the making of a rate or charge under section 533 or the collection of rates under 562(3)(a) of the Act, each Council must consider both the financial circumstances of local ratepayers and the potential impact such actions would have on the general cashflow of Council.
- The Government recognises that there may be circumstances where adopting such extensions may not be appropriate or desirable for councils.
- Councils do not need to resolve to extend the date to adopt its Operational Plan, issue rates notices or collect the first rates instalment. A council may, however, choose to direct its General Manager to submit an Operational Plan for adoption prior to 1 July 2020 and to ensure that its rates and charges notices are served by 1 August 2020 (as is normally the case under legislation).
- Councils should also note that there are no changes to the provisions in the following table at this time. However, the Government is continuing to monitor the broader strategic and operating environment for local councils.

Section	Ongoing requirement
405(2)	Councils Operational Plan must include a statement of a council's revenue policy
405(3)	Council must give public notice of draft Operational Plan for not less than 28 days
405(6)	Council must post a copy of its Operational Plan on website within 28 days after the plan is adopted

Extension of the ability of councils to waive or reduce fees

- The application of section 610E of the Act has been broadened to allow councils to waive or reduce fees under a newly established "COVID-19" category, which has been added to the Regulation.
- This means that councils can immediately apply the waiver or reduction without establishing a new category or going through the normal public notice requirements of section 610E(2) for adding new categories.
- Councils may choose to apply such a waiver or reduction, for example, in cases where a business has seen significantly reduced income as a result of COVID-19. The application of any such waiver or reduction of fees is voluntary and is decision for each council based on local circumstances.
- Councils do not need to resolve to waive or reduce fees under the "COVID-19" category if the existing powers delegated to the General Manager include the power to determine a new category in which a council may waive or reduce fees.

Modification of requirements for councils to make certain documents available for inspection

- Under the regulations, the requirements under the Act for councils to make documents physically available for inspection will be satisfied if:

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- in the case of a document that is “open access information” for the purposes of the *Government Information (Public Access) Act 2009* (the GIPA Act), the information contained in the document is published on the council's website and is made available on request in an electronic form or in such other manner determined by the council.
- in the case of a document that is not “open access information” for the purposes of the GIPA Act, the information contained in the document is made available on request in an electronic form or in such other manner determined by the council.

Removal of newspaper advertising requirements under the Regulation

- To alleviate the red tape burden on councils and to reduce their costs, amendments have also been made to the Regulation to remove remaining requirements for notices to be published in newspapers.
- Councils are now instead required to publish notices on their websites and in such other manner that they consider necessary to bring it to the notice of the local community or other interested persons.

Key points

- Regulations may be made under section 747B to modify the application of the Act for the purposes of responding to the public health emergency caused by the COVID-19 pandemic.
- Regulations may only be made under section 747B if:
 - Parliament is not currently sitting and is not likely to sit within 2 weeks after the day the regulations are made, and
 - the arrangements made by the provisions of the regulations are in accordance with advice issued by the Minister for Health and Medical Research or the Chief Health Officer, and
 - the regulations are reasonable to protect the health, safety and welfare of persons.
- Regulations made under section 747B automatically expire after 6 months or earlier if decided by the Parliament.

Where to go for further information

- For further information please contact the Council Performance Team on 02 4428 4100 or by email at olg@olg.nsw.gov.au.



Tim Hurst
Deputy Secretary
Local Government, Planning and Policy

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Rates and Charges Financial Hardship Policy

Approved by	Council resolution
Responsible Officer	Rates Officer
Council Service Unit	Finance
Next Review Date	December 2021

Version Control

Ref	Date	Description	Council Resolution
0.1	12 December 2017	Presented to Council	07/12/2017

Purpose

To provide financial assistance to ratepayers who are experiencing genuine financial hardship with the payment of Council's rates and charges.

To provide a decision making framework for the appropriate assessment of financial hardship applications.

Scope

This policy applies to eligible ratepayers within the Cootamundra-Gundagai Regional Council Local Government area who are experiencing genuine financial difficulties in paying their rates and charges.

Legislative Framework

Local Government Act 1993

Review Period

This document is to be reviewed every four years.

Policy Statement

Council recognises there are cases of genuine financial hardship requiring respect and compassion in special circumstances. This policy establishes guidelines for assessment of a hardship application applying the principles of fairness, integrity, confidentiality and compliance with statutory requirements. It applies to all applications for alternative payment arrangements or writing off rates, fees, annual charges and interest accrued on such debts.

The General Manager has the delegated authority to assess applications due to hardship and payment arrangement plans from any customer after receiving a written request and in cases of genuine hardship each

1 of 4

case is to be referred to Council for consideration in accordance with Councils adopted policy.

To establish guidelines for the General Manager and staff when dealing with ratepayers, suffering genuine financial hardship, with the payment of their rates and charges.

To fulfill the statutory requirements of the Local Government Act, 1993 with respect to the ability to grant provision and give special consideration to ratepayers subject to financial hardship.

Determination of Eligibility

The criterion for financial hardship involves an inability of the ratepayer to pay their rates, rather than an unwillingness to do so. Hardship may result from any of, but is not limited to, the following:

- Loss of employment by ratepayer or family member.
- Family breakdown.
- Ongoing or long term illness of the ratepayer or family member.
- Death in the family.
- Loss of income due to natural disasters or drought.
- High rate levy increase due to revaluation.

To request consideration for a concession under the hardship policy, the ratepayer must submit in writing a signed and dated application stating the nature of the hardship and the estimated period over which the hardship will be experienced.

- Evidence confirming the ratepayer's hardship status must accompany the application in one of the following forms:
- Evidence in writing from a third party such as the ratepayer's bank manager or accountant;
- Copy of recent bank statements for all accounts.
- Evidence in writing from a recognised financial counsellor;
- Statutory declaration from a person familiar with the ratepayer's circumstances who is qualified to provide Council with a clear, unbiased assessment of the ratepayer's hardship status, such as a carer, power of attorney or a medical practitioner.

Council may request additional information to confirm the ratepayer's hardship status if deemed necessary and may also request the ratepayer attend an interview to assist Council in the understanding of the issues causing hardship.

Hardship Concession Provisions

Once the ratepayer has submitted the application, the Revenue Officer will make an assessment based on the merit of the individual case against the eligibility conditions within this policy, and will make a recommendation to Council regarding the actions they may take in relation to the particular hardship case. Available options are:

Defer outstanding amounts for a set period of time

Periodic Payment Arrangements

- Section 564 of the Local Government Act provides that Council may enter into a formal agreement with

a ratepayer eligible for alternative periodical payments for due and payable rates and charges. A periodic payment agreement will be offered in accordance with Council's Debt Recovery Policy. Interest will apply unless specifically stated otherwise on outstanding balances but allow ratepayers the required time to make payments without any legal action being undertaken by Council to recover rates and charges.

Charge interest rate of 0% on overdue amounts for a set period of time

Writing off accrued interest and costs

- Accrued interest on rates or charges payable by a person may be written off under Section 567 of the Local Government Act 1993, if:
- The person was unable to pay the rates or charges when they became due for reasons beyond the person's control,
- The person is unable to pay accrued interest for reasons beyond the person's control, or
- Payment of the accrued interest would cause the person hardship.

Extend pensioner concession to avoid hardship

- Section 577 of the Local Government Act, 1993 enables Council to make an order deeming certain persons who are jointly liable with an eligible pensioner(s) or solely liable, but who are not themselves eligible, to be eligible pensioners for the purpose of a mandatory reduction in rates and charges to avoid hardship.

Pensioner Abandonments

- Section 582 of the Local Government Act, 1993 enables Council to waive or reduce rates, charges and accrued interest due by any person prescribed by the regulations who is in receipt of a pension, benefit or allowance under the Social Security Act 1991. Thus, council may, in its absolute discretion, further reduce on a voluntary basis (with no subsidy from the state government) rates and charges otherwise payable by an eligible pensioner. Council may also agree to allow the remainder of pensioners' rates, after concessions have been deducted, to accrue against the future estate or sale of the land in appropriate cases.

General Revaluation of the Local Government Area

- Section 601 of the Local Government Act, 1993 provides that where any ratepayer who suffers substantial hardship as the consequence of the making and levying of a rate following a new valuation, may apply to Council for rate relief.
- Council will not consider hardship applications under this provision, as valuations are independently determined by the NSW Valuer General. Council will encourage ratepayers to make an appropriate application under the appeal provision of the NSW Valuation of Land Act 1916.

Any combination of the above.

Assessment Process

Each case will be considered individually and on its merits and will take into account, but will not be limited to:

The property for which the hardship application applies must be the principal place of residency of the applicant/s if categorised as "Residential" for rating purposes.

- The property for which the hardship application applies must be categorised as "Residential" or

“Farmland” for rating purposes.

- The applicant must be the owner or part owner of the property and be liable for the payment of rates on the property.
- The ratepayer’s financial circumstances, including income and expenses from all sources.
- The amount of rates levied compared to the average rates levied of the rate category or sub-category.
- Repayment history, including any previous defaults or arrangements.

Council will consider hardship applications in closed meetings and personal information will remain confidential. The ratepayer will be informed of Council’s decision in writing and if not satisfied with the outcome can request the Council to reconsider its decision.

If the ratepayer continues to experience hardship after the concession period approved by Council has expired, then a new application must be made by the ratepayer. In such circumstances evidence provided with the initial application may be used to confirm the ratepayer’s hardship status, however Council may request additional information to confirm the ratepayer’s current hardship status if deemed necessary.

Hardship Concession Termination

The concessions granted may be withdrawn for any of the following reasons:

- The ratepayer no longer owns the land.
- The ratepayer advises Council that the hardship no longer applies.
- The ratepayer defaults on a payment arrangement if a payment arrangement has been entered into,
- Council receives information that proves the hardship no longer exists.

Where property ownership changes on any assessment with a rate deferral agreement in place, all rates and charges must be fully paid at the point of this change. Hardship concessions are not transferable.

8.1.2 FINANCIAL SUSTAINABILITY REVIEW BY DR JOSEPH DREW

DOCUMENT NUMBER	325865
REPORTING OFFICER	Phillip McMurray, General Manager
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.1 Decision-making is based on collaborative, transparent and accountable leadership
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Dr Joseph Drew - Cover Letter ↓ 2. Cootamundra-Gundagai Financial Sustainability Review by Dr Joseph Drew.

RECOMMENDATION

- 1. The report on the Financial Sustainability of Cootamundra-Gundagai Regional Council by Dr Joseph Drew, attached to the report, be adopted by Council as a reference document.**
- 2. Council consider the recommendations made by Dr Drew contained within the report.**
- 3. Council make representations to The Minister for Local Government, the Hon. Shelley Hancock to finance the service of Dr Joseph Drew provided by University of Technology Sydney.**

Introduction

Dr Joseph Drew was engaged, through the University of Technology Sydney, to undertake a review of the current financial position of Cootamundra-Gundagai Regional Council and to provide a report on its future financial sustainability. The Financial Sustainability of Cootamundra-Gundagai Regional Council report by Dr Joseph Drew, attached to the report, details the changes required to assure the financial sustainability of Council for the next three to five years.

Discussion

The Financial Sustainability of Cootamundra-Gundagai Regional Council report provides a comprehensive overview of Council current financial status including liabilities and offers proposed solutions.

Council needs to consider the recommendations included in the attached report and resolve those recommendations accordingly

Hon Shelley Hancock

Thursday 9th April, 2020

Dear Minister,

I understand that Council will soon be providing you with a copy of the financial sustainability report that I prepared for them.

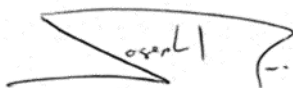
As you will see, Cootamundra-Gundagai Regional Council faces some serious challenges to its financial sustainability. Notably, some of these problems can be traced back to decisions made during the Administration period, and others to the decisions of former Councillors prior to amalgamation.

I am pleased to say that Council has accepted my recommendations in various other reports and taken prudent measures to ensure that it remains a going concern over the next difficult five years or so. Moreover, Council has conducted the most extensive community education campaign that I have ever seen in this country and have explained the situation and the measures that must be implemented to mitigate matters (please see, for example, the thirteen videos at <https://www.cgrc.nsw.gov.au/boundaries-commission-inquiry/>). Indeed, the Mayor, Deputy Mayor and Councillors have really stepped up to the mark and shown extraordinarily strong leadership during this budget emergency.

Towards the end of the report I detail seven important ways that you could help this community to overcome the financial challenges that it now faces. I would be grateful if you would take the time to read the report and the measures that I propose. I have no doubt that the community would be most appreciative of any support you could provide them with during this difficult time.

Should you have any questions regarding the material in the report then I would be most happy to answer same. I only want the best for this community, as I know you do also. Please do not hesitate to contact me on 0416 489 475 or Joseph.Drew@uts.edu.au if you feel that I can help further in any way.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Joseph Drew', with a stylized flourish at the end.

Professor Joseph Drew

Cootamundra-Gundagai Financial Sustainability Review

This report paints a bleak picture of a rural council that has struggled to adapt in the wake of an unpopular forced amalgamation. Mistakes were made early on in its amalgamation administration period, and it is only recently that the elected representatives and new General Manager have come on to the scene and sought appropriate independent expert assistance. I don't think it would be reasonable to blame any of the existing leadership team for the problems that we are now faced with.

Drastic changes will be required to assure the financial sustainability of Cootamundra-Gundagai Regional Council for the next three to five years. These changes will cause pain and hardship. However, they must be implemented shortly in a decisive manner.

In the next part of this report I provide an overview of Cootamundra-Gundagai's financial sustainability position, measured against a group of fourteen peers. Thereafter, I list a number of measures that the Minister might take to help improve circumstances. I conclude the report with some comments regarding the urgency of the situation and the importance of recommended measures being undertaken quickly and comprehensively.

Financial Sustainability of Cootamundra-Gundagai Regional Council

To gauge the current financial sustainability situation of Council, I constructed over 40 different measures of performance from audited financial statement data, long term financial plans, Australian Bureau of Statistics data, and NSW Local Government Grant Commission data. In most cases I have presented the results in a box and whisker plot for the last three years. This illustrates both Cootamundra-Gundagai's performance against itself over time as well as performance against similar peer councils (selected from the same OLG category by Council). Figure 1 illustrates how to read a boxplot and Table 1 lists the peer group used for comparison (Cootamundra-Gundagai is classified by the Office of Local Government as a Group 11 local government).

Figure 1. Interpreting Box and Whisker Plots

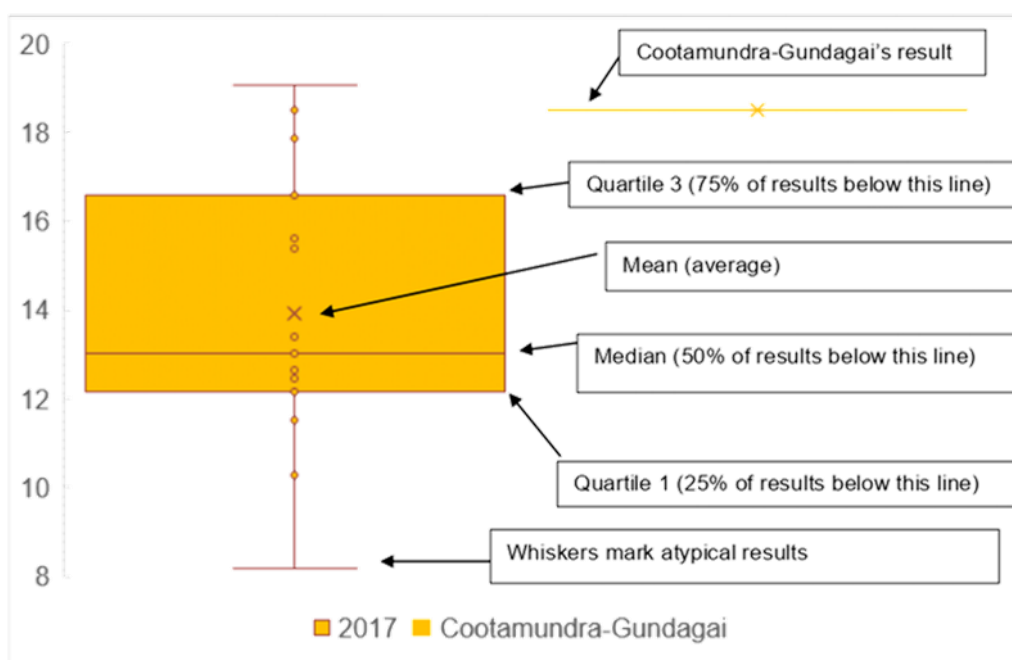
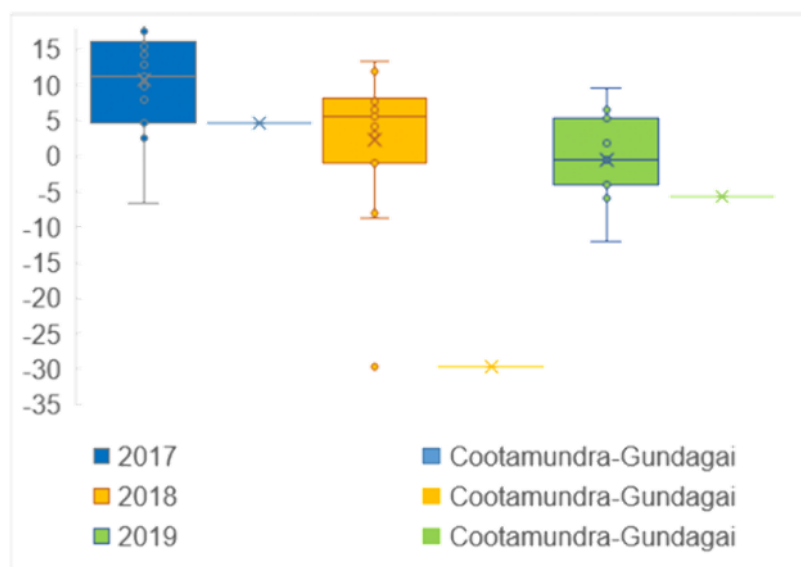


Table 1 Peers Used in Comparisons

OLG 11 Councils	OLG 11 Councils	OLG 11 Councils	OLG 10 Councils
Cabonne	Cowra	Greater Hume	Bland
Hilltops	Leeton	Murray River	Junee
Narrabri	Parkes	Snowy Valleys	Temora
Upper Hunter	Yass Valley		

The first ratio that I present is the operating performance ratio which played such a key role in amalgamation debates. As can be seen in Figure 2 the performance of Cootamundra-Gundagai is far below that of its peer group, and remains stubbornly below the bottom quartile of results. Typically, operating results may fluctuate a little between years which is why many performance monitoring regimes set benchmarks for average performance over 3 years. However, constant performance in the bottom quartile illustrates clearly that current revenues are not sufficient to service current expenditures. For the standard financial years since amalgamation Council has been recording large operating deficits (excluding capital grants), that are not financially sustainable in the medium term, and even less so long term. The situation is serious and strong action needs to be taken to get the revenue base up and the expenditure base down over the next 12 months.

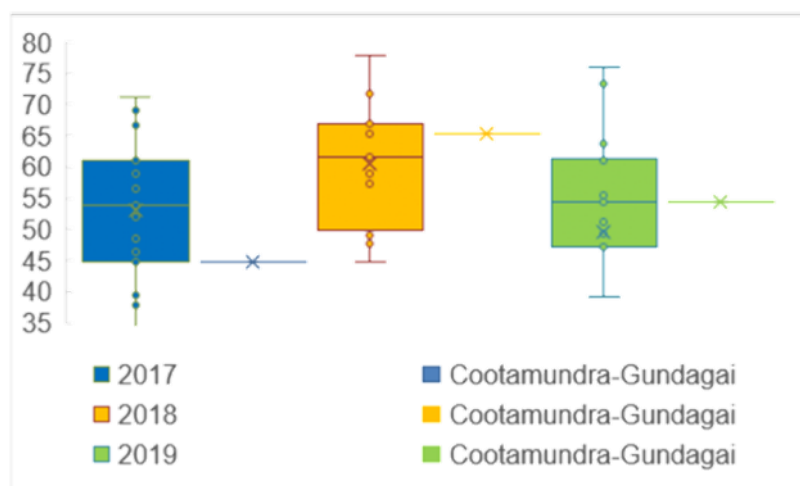
Figure 2. Operating Performance Ratio

The own source ratio also featured in the amalgamation debates. Council was well below the benchmark of 60% for two of the three most recent years. However, the importance of this ratio has been well-and-truly overstated in the past by people who are apparently unacquainted with the fiscal federalism literature. Rural local

governments will generally tend to have low rates of own source revenue owing to the fact that their road networks are invariably far longer than urban peers, and that living standards tend to be much lower in rural areas. The Local Government (Financial Assistance) Act (1995) has horizontal fiscal equalisation (HFE) as a core objective. HFE means that all councils ought to have similar capacity to provide core services through reasonable efforts. A HFE inspired grants system will thus result in large transfers to rural councils and economically disadvantaged areas. Thus Cootamundra-Gundagai's performance in this area simply suggests that the FAG system of grants is working more or less as the legislators wished it to work – it would be silly to somehow suggest that Council performance is poor, simply because it is receiving the help from the federal government that it is legislatively entitled to.

Some Councils have unfortunately decided to go into various business arrangements as a way to meet the benchmark for this ratio. This is a very dangerous practice – government should govern, not distort local economies by entering into business ventures. Moreover, when governments engage in business activities it exposes residents to risk (which is the whole reason why business receives above market returns on investments) and unless residents have agreed to this risk it is hard to justify these activities in a moral sense. Given the precarious nature of Council's financial sustainability, this is not a good time to be taking on new risks. It should also be borne in mind that government is notoriously bad at running businesses – generally, the wage structure for government is much higher, and the regulatory and social burdens also greater. In addition, running a business diverts council attention away from its' core responsibilities, and in a council such as Cootamundra-Gundagai which is struggling to deal with a number of matters that should have been resolved four years ago, it does not seem wise to me to do anything that might distract staff attention further.

Figure 3. Own Source Ratio

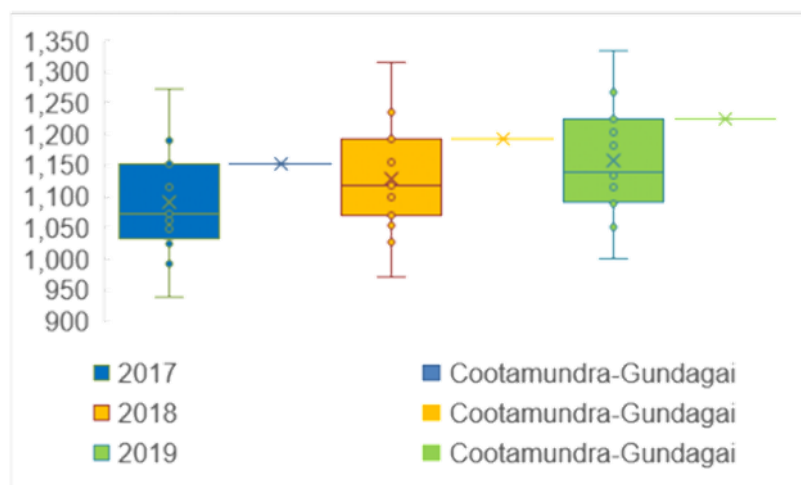


In Figure 4 I plot the road grants received by Cootamundra-Gundagai against those received by its peers. As I have written elsewhere, I am not thoroughly convinced that Cootamundra-Gundagai has been receiving its full entitlement during the four-

year post-amalgamation protection period. However, it is clear from the relatively high levels of road component FAGs that Council has received far higher road grants than its peers. It would be thus reasonable to suspect that when the protection period expires, that road grants might be reduced to more typical levels. Moreover, we should be mindful that the federal government is currently heading towards a very large deficit (due to its' coronavirus response) and previous experience suggests that future federal budget repair may well include a FAGs freeze. In addition, the NSW Local Government Grants Commission has advised me that they are phasing in a new formula that has unknowable implications for local governments (because they won't release full details).

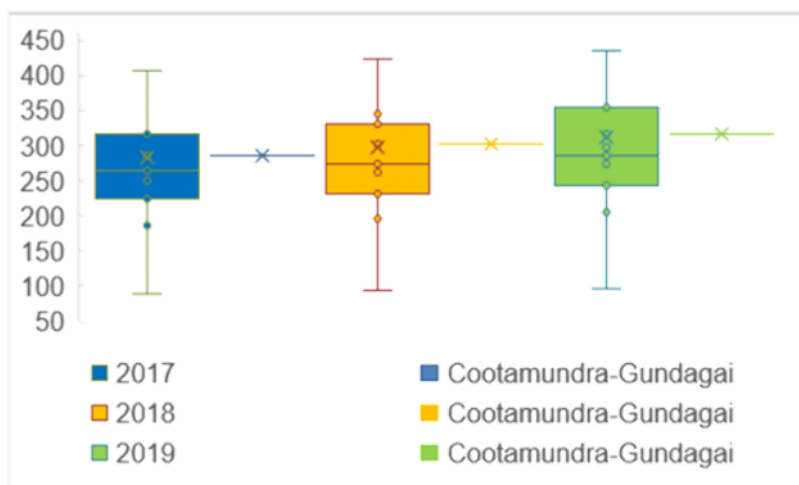
For all these reasons we might reasonably expect recurring grant revenues in the future to decrease. *This is problematic because the current LTFP – which is alarming – works off the assumption that grant income will continue to grow.*

Figure 4. Road Grant per Kilometre



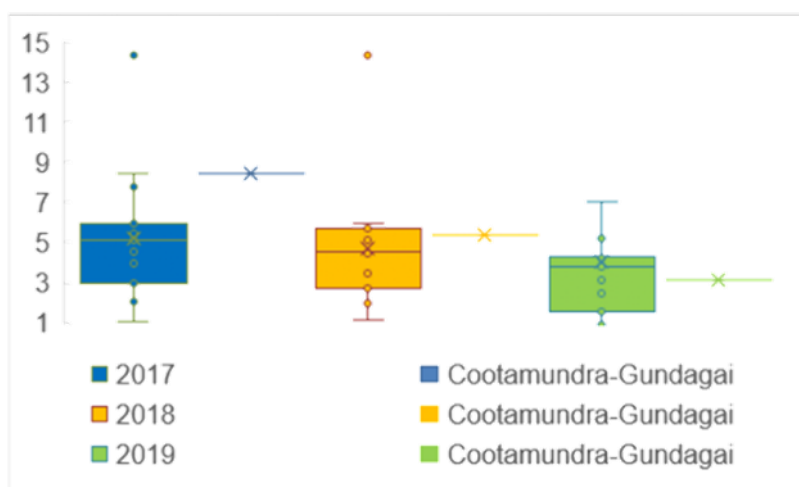
Similarly, Council currently receives slightly higher levels of the general component of FAGs (see Figure 5). I suspect that when the protection period expires that these levels might decrease slightly. As I noted earlier, the NSW LGGC is running with a new model next year, and this could have big implications for revenue for many councils, including Cootamundra-Gundagai (there is thus good cause for LGNSW to conduct a study into these implications for their members). The financial sustainability at Cootamundra-Gundagai is at a concerning state – if grants do in fact reduce further then Council will likely experience even more pronounced stress.

Figure 5. General Component of Financial Assistance Grant per Person



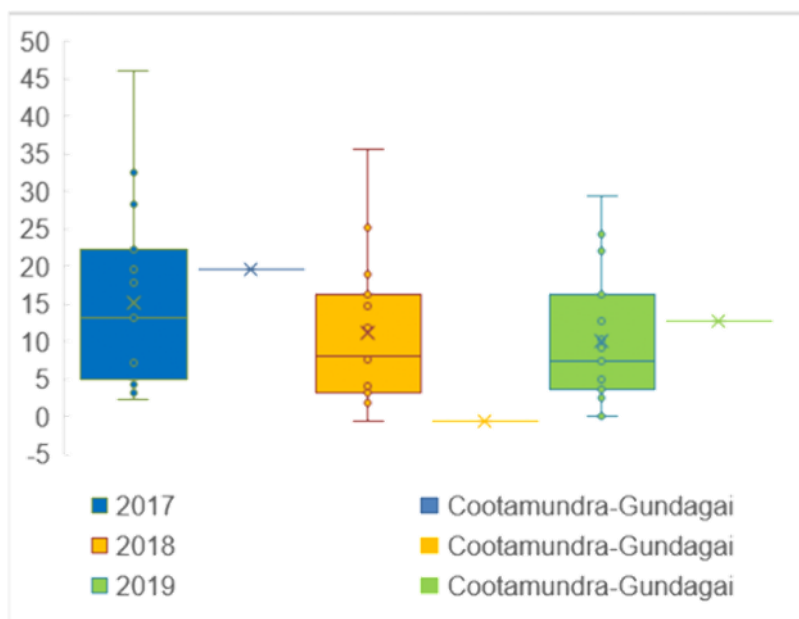
The effect of chronic operating deficits (excluding capital grants) will be a reduction in liquidity. Figure 6 clearly demonstrates waning liquidity. Cootamundra-Gundagai is still above the benchmark (1.5) for 2018-19. However, it is clear that if the recent trends continue that Council will fall short of the benchmark next year. This underlines the urgency of budget repair work.

Figure 6. Unrestricted Current Ratio

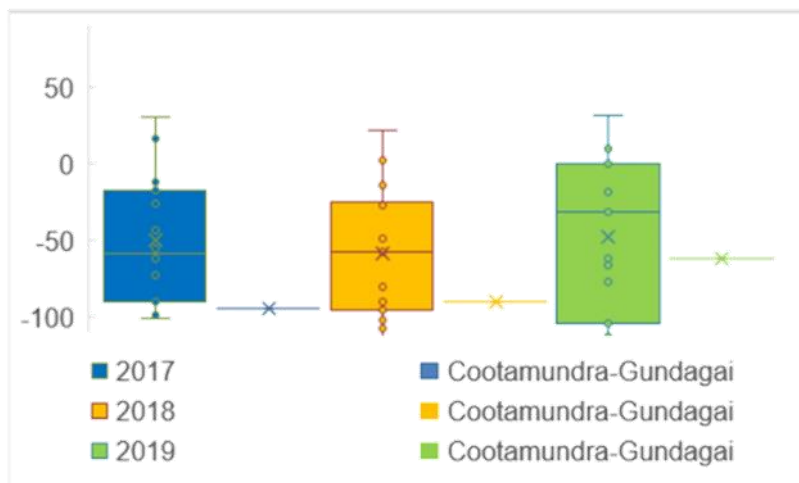


The debt service ratio is also eroded by chronic operating deficits. I understand that Cootamundra-Gundagai was recently discouraged from pursuing finance with TCorp. Given the results illustrated in Figure 7, I am not surprised. Council has an annual shortfall in operating revenue and is thus not currently in a position to service a medium-term borrowing facility. I would urge caution regarding the plans to take out further debt.

Figure 7. Debt Service Ratio

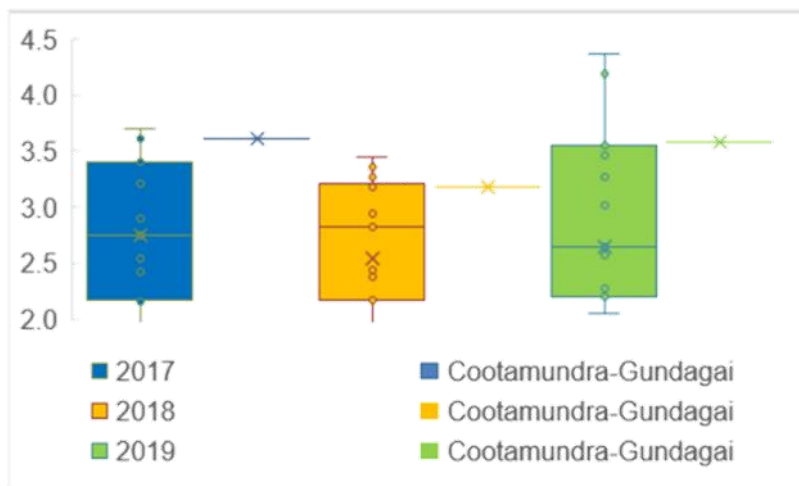


The nett financial liability ratio is not used in NSW (it is used in Queensland, South Australia and Western Australia). It is a much more inclusive picture of a council's position because it takes account of non-current assets and liabilities. Generally, a local government will have a negative result for this ratio (the lower the better) as non-current assets usually make up a large proportion of a council's balance sheet. Figure 8 demonstrates that when non-current assets are included then the position of the council looks good, relative to the peer group. However, the position of Council has been eroding since amalgamation as evidenced by the fact that the Cootamundra-Gundagai's result has been moving steadily north over the last three years. What this means is that Cootamundra-Gundagai's relative position owes much to restricted reserves, strong flows of capital grants, and the relatively good state each council was in prior to amalgamation. Since amalgamation, things have clearly deteriorated.

Figure 8. Nett Financial Liabilities

There has been some concern expressed to me that some of the *prima facie* parlous state of finances may owe something to the way that figures have been presented in financial statements (which it should be remembered have been audited). The largest area of discretion to skew impressions of performance lies in the depreciation accruals and there is a relatively large literature demonstrating that local government finance executives are sometimes active in manipulating this data (see Drew, 2018; Drew and Grant, 2017). Figure 9 shows the depreciation rate employed in Cootamundra-Gundagai Regional Council relative to its peer group. The rate is relatively high (at Quartile 3, wherein only 25% of results exceed this point). However, there are a couple of points that one must be mindful of when considering these numbers. First, depreciation rates across the state are extraordinarily low and chaotic (Drew, 2018) – so higher depreciation rates might simply mean that Council is recording asset consumption appropriately (as I suspect). Failure to depreciate appropriately is, in fact, a long-term financial sustainability risk, because inevitably values have to be adjusted or plant and equipment is disposed of at a loss. Second, a lot of the metrics we have been looking at don't have depreciation as an input at all. Therefore, whilst a 'fast' depreciation schedule might affect the income statement operating result, it is not affecting most of the metrics contained in this report that generally paint an unflattering picture of Council's financial sustainability.

Figure 9. Depreciation Rate



Operating deficits (excluding capital grants) can either be caused by insufficient revenue or excessive expenditures (or, most probably, both). Previously I have provided Council with rate comparison data that I re-produce below:

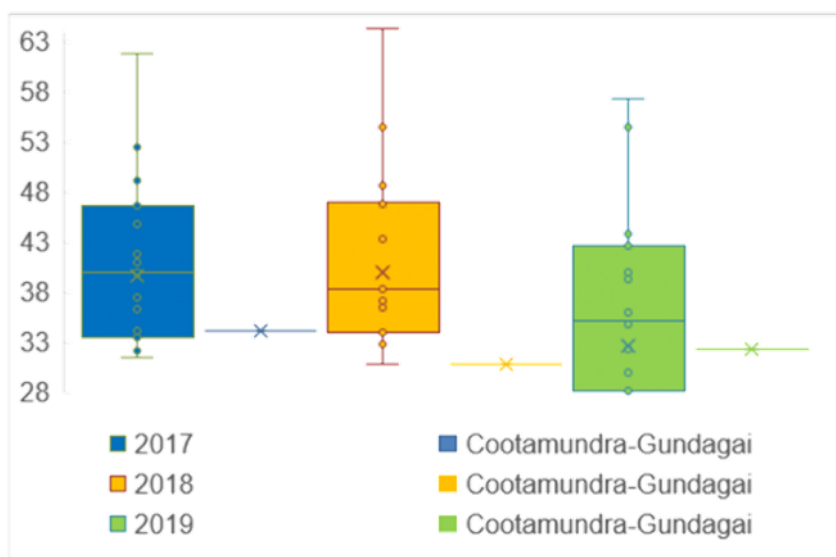
Table 2. Comparative Data on Average Rates.

Category	Proposed	OLG11 Average	OLG 10 Average (former Cootamundra Group)	OLG 9 Average (former Gundagai Group)
Residential	\$699.70	\$806	\$668	\$414
Farmland	\$3,017.74	\$3,309	\$2,864	\$3,128
Business	\$1,639.39	\$2,118	\$1,540	\$842

Relative to other OLG 11 councils, there would seem to be scope to lift rates by at least 10 to 15 percent.

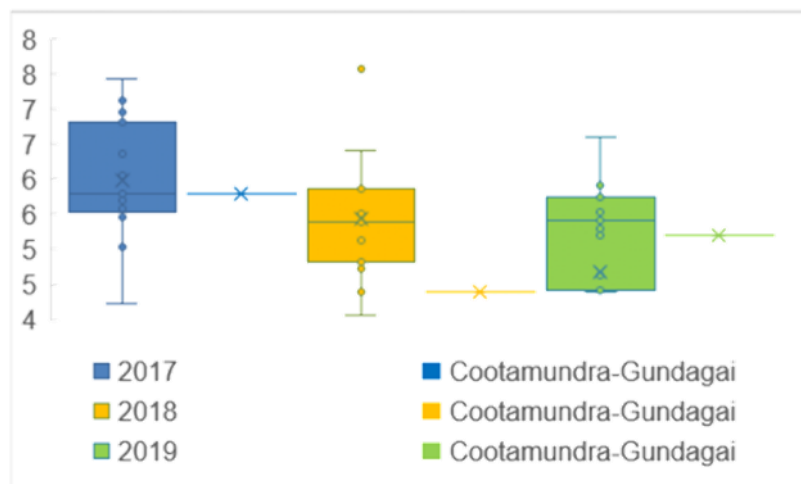
In Figure 10 I plot the nexus ratio for Cootamundra-Gundagai and its peer councils. This ratio effectively measures the amount of operational expenditure that is funded through fees and charges. As can be seen, Cootamundra-Gundagai has a particularly low nexus ratio compared to similar councils. This means that Council is funding a lot more of its operational expenditure from the common tax pool, than does its peer group. As I have written elsewhere, cross-subsidising non-public goods and services from the common tax pool (that is, not charging sufficient fees to cover costs and overheads) is both inequitable and unsustainable. There is clearly a case for increasing Council fee and charges revenue (which is also insufficient for Council's current expenditure profile), to take some of the pressure off the tax pool. As I have noted before, correct trade waste charging, on-site sewer administration charges, and correct business stormwater charges are obvious avenues to increase the nexus ratio. However, it also seems there is a case to adjust other charges to better capture full costs, including overheads. From both ethical and capacity to pay perspectives it is much preferable to get discretionary fee charging correct than to subsidise non-public goods and services through increases to non-discretionary local government taxation.

Figure 10. Nexus (adjusted for extraordinary RMS)



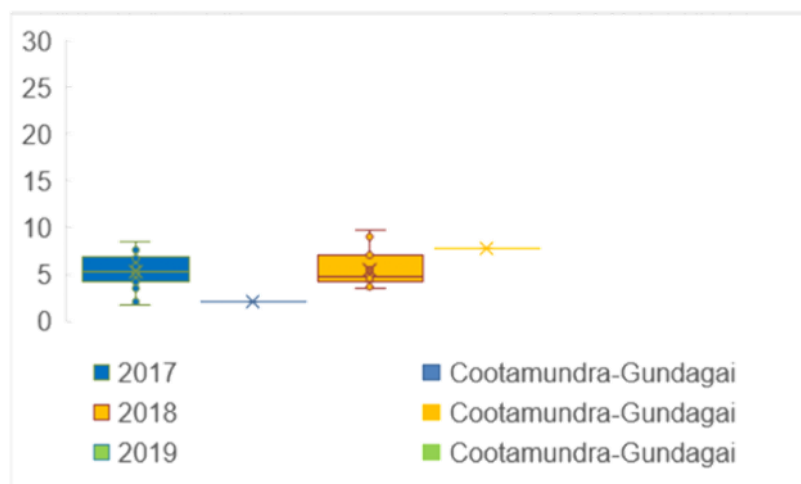
In Figure 11 I plot rates, fees and charges revenue per assessment against time and the peer group (I adjusted the 2019 charges for RMS down to reflect the extraordinary situation this last financial year). As will be noted this ratio is jumping around a fair bit which suggests Council has a higher than normal reliance on charges revenue from non-standard sources (such as RMS, but maybe also discretionary services). Mostly, Cootamundra-Gundagai's result is lower than its typical peer which provides further evidence for my contention that increases to rates and charges must be part of the budget repair plan.

Figure 11. Rates, Fees and Charges per Assessment (adjusted for extraordinary RMS)



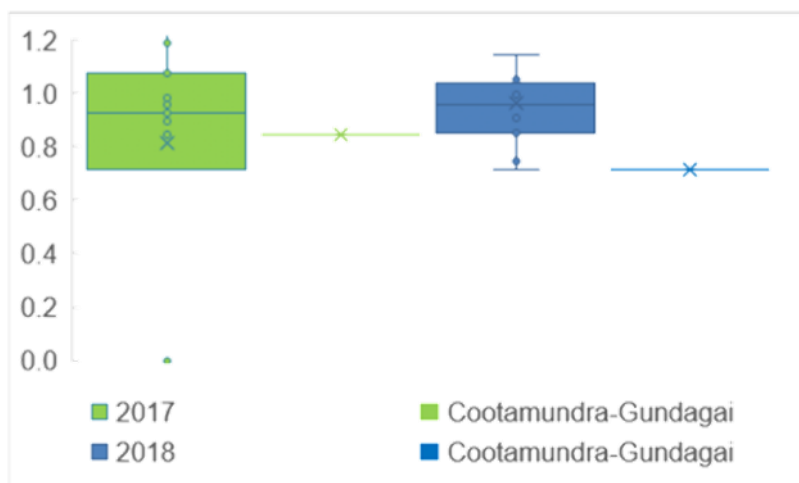
The other critical part of budget repair will be to reduce the expenditure profile of Council. In Figures 12-15 I examine the broad components of spending to try to help Council to identify where it should prioritise cost-cutting exercises. Figure 12 plots operational expenditure on roads on a per kilometre basis (this data is not available for 2019). Expenditure for this item jumps about a fair bit, but averaging the two years' data together suggests to me that Council is pretty typical of its peer group in this area.

Figure 12. Road Operational Expenditure per Kilometre (2019 data unavailable)



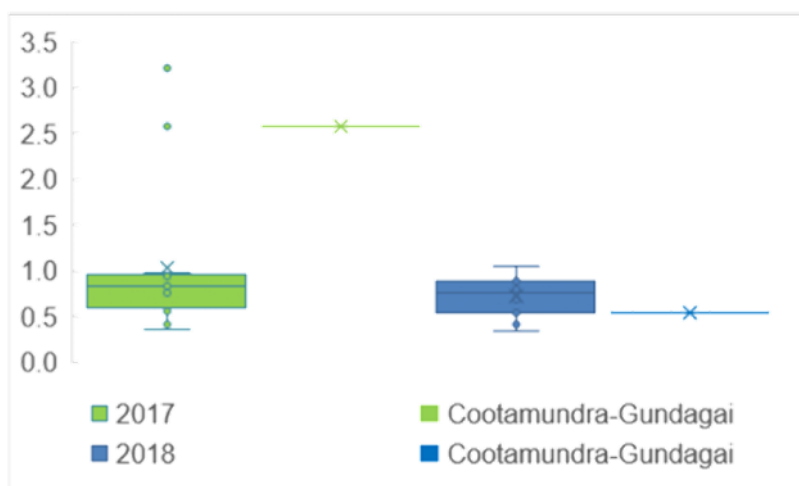
Similarly, there are no obvious problems for operational expenditure in the area of water provision.

Figure 13. Water Operational Expenditure per Assessment



Sewer operational expenditure has been skewed a little (I suspect from capex), however the 2018 result suggests to me that this is not an area of concern either.

Figure 14. Sewer Operational Expenditure per Connection



The problem is clearly with the residual activities of Council as illustrated in Figure 15. Otherwise stated Cootamundra-Gundagai is doing an acceptable job on roads, water and sewer, but costs seem excessive relative to peers in the remainder of functions. For both standard financial years since amalgamation Council has been hovering around Quartile 3 (top 25% of results) for residual operational expenditure when expressed in per assessment terms. This is clearly a problem given that, as we saw earlier, rates revenue on an average per assessment basis is well below peers.

Figure 15. Non-Road, Non-Water and Non-Sewer Operational Expenditure per Assessment

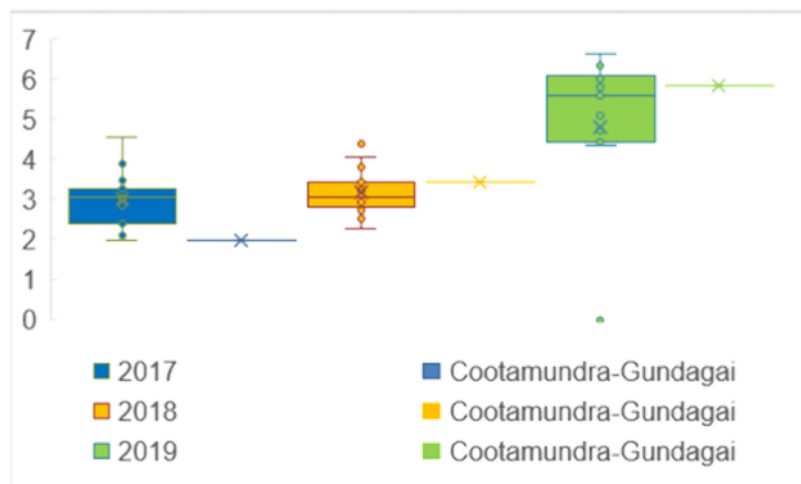


Figure 16 plots deviation from budgeted expenditure for the two standard financial years since amalgamation and casts further light on the problems with spending at Cootamundra-Gundagai. Relative to its peer group, Cootamundra-Gundagai has incredibly high unexpected blowouts in expenditure. Elsewhere I have shown that poor budget accuracy is closely linked to poor relative technical efficiency (McQuestin, Noguchi, and Drew, 2020). It is therefore imperative that unbudgeted spending be abruptly curtailed. Part of the problems in this area can be unexpected grants, unplanned RMS work, and natural disaster responses. However, I note that many of the peer group have been subject to similar disturbances (including the Stronger Community grants arising from amalgamation). I suspect that unplanned requests for help with community projects may be one source of this budgeting error. Elsewhere I have proposed a much stricter approach to the provision of community grants and subsidies. To make expenditure more predictable, community groups and the like need to be advised that there will only be a single round of grants (around March or April), and that grants applications will have to adequately address the following matters before they can be considered:

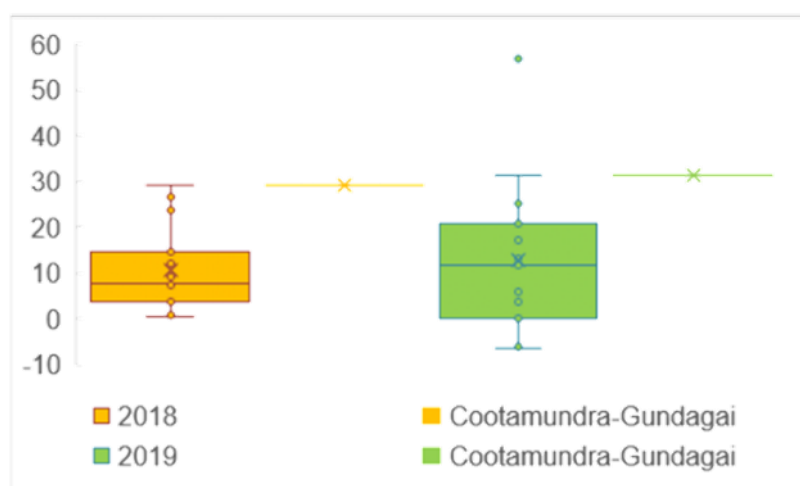
1. The persons or association who are deemed to have *bona fide* need of the grant or subsidy
2. The moral justification for the grant or subsidy – why should the wider body of taxpayers support this activity or association?
3. The benefit to and participation of the wider community in the activities for which a grant is sought.
4. The measurable outcomes against which the success of the grant or subsidy will be assessed
5. Specific details of the association's plans to reduce its dependence on Council for grants or subsidies in the future
6. The date for review of the grant or subsidy

7. An acknowledgement that future grants will be contingent on meeting or exceeding agreed outcomes

Given the troubling state of the Council's finances it can no longer be considered appropriate to hand out grants annually without associations accepting their reciprocal responsibility to also help themselves. Moreover, it is simply unfair for taxpayers 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 not a nice thought to have to reduce community grants substantially, but if finances deteriorate much further the reality is that grants will cease entirely. I believe it is much better to get 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 taxpayers who have been supporting them.

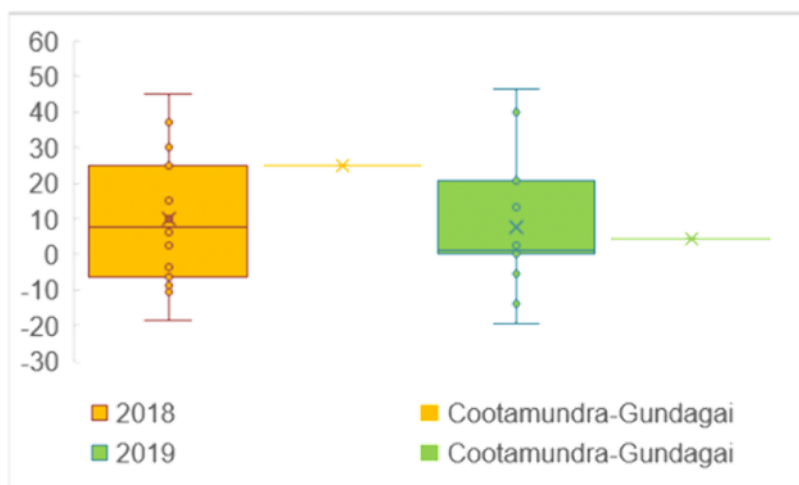
Another part of the problem is that senior management – for at least 4 years – has not been made responsible for their Department's budget blowouts. Quarterly budget meetings must be implemented (at a minimum) wherein senior management will be asked to explain deviations from budget and show how they will make future savings to mitigate matters. The Council Finance Committee could potentially have a role in ensuring accountability, within the constraints of the Act (1993). I intend to talk with senior staff on this matter shortly.

Figure 16. Deviation from Budgeted Expenditure (2017 unavailable)



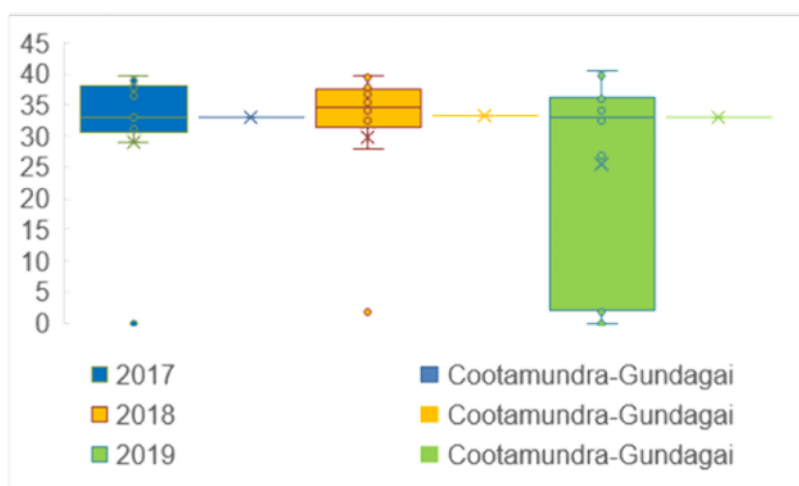
It also appears that Council has had difficulty predicting revenue. However, a positive result in this side of the ledger does not have the same deleterious effects as it represents unexpected flows of revenue.

Figure 17. Deviation from Budgeted Revenue (2017 unavailable)



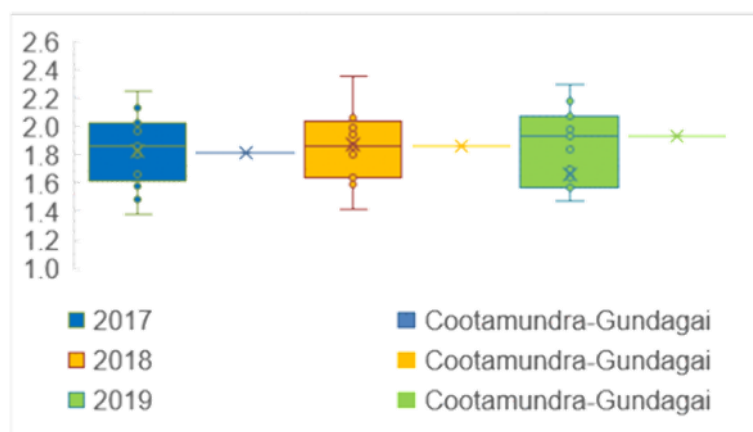
The proportion of expenditure on staff for Cootamundra-Gundagai is pretty typical of the local government peer group. This suggests that there are only limited opportunities available to reduce staff expenditure as part of the budget repair effort. However, matters are sufficiently serious that each vacant position must now be carefully considered *before* a decision is made to fill it. In particular, the presumption should be that outdoor staff won't be immediately replaced when they resign or retire. Savings in this area will offset some of the pain of fee and tax increases. I am well aware that this will result in reduced outdoor service levels, but can see little alternative. Indoor positions will also need to be considered carefully, but few indoor jobs can go long undone, and it is clear to me that Council has been missing out on revenue over the last four years simply because we haven't had sufficient office staff in the right places to get essential work done. Therefore, we will have to be careful not to make matters worse by leaving key indoor staff positions unfilled.

Figure 18. Proportion of Expenditure on Staff



When we look at the level of staff expenditure on a per assessment basis, this picture of Cootamundra-Gundagai as typical seems to be confirmed. One must be mindful of Figure 11 when interpreting this present graph – staff expenditure may be typical, but rates, fees and charges are below typical and the compounding effect of this disparity over four years explains much of the Council's present difficulties. Merely being typical, with respect to staff expenditure will not repair the budget or save rate payers from significant increase to fees and taxes. Therefore, Cootamundra-Gundagai Council would be well-advised to look at ways to reduce employee costs – along the lines I stated above – even further and hopefully improve relative performance to Quartile 1, or below.

Figure 19. Staff Expenditure per Assessment



Given my comments above, the relatively poor operating cash flow for Council will not come as a surprise. The 2017 result was affected by the additional six weeks that was included for amalgamated councils and isn't a reliable comparison. For the two standard financial years since amalgamation it is clear that Council has some of the poorest results of the peer group. The situation cannot be allowed to continue for long before there are serious ramifications. The solution will probably be to both reduce operating expenditure *and* increase operating revenue substantially.

Figure 20. Operating Cash Flows (deflated by revenue)

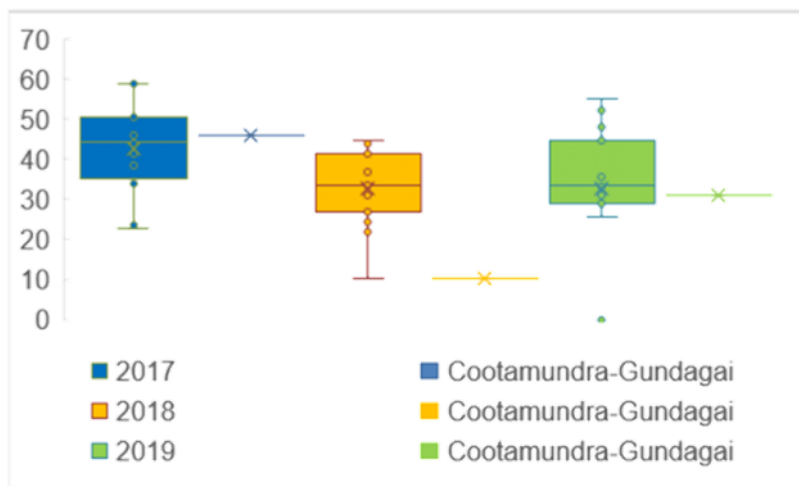
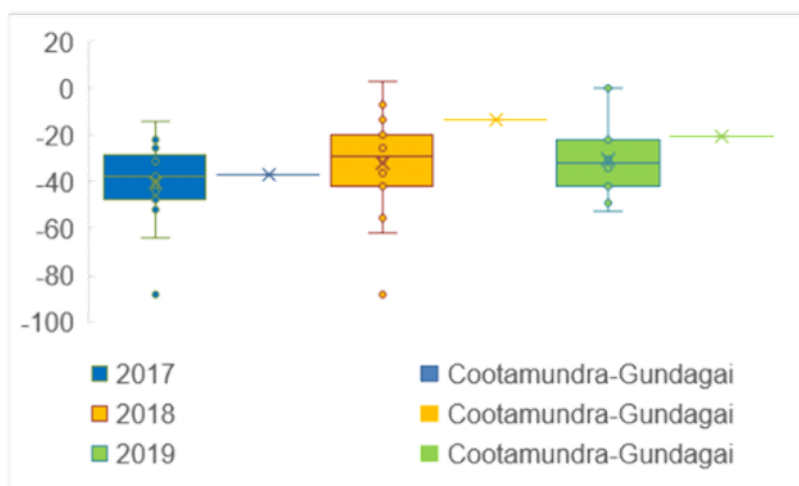


Figure 21 illustrates the relative position of Council with respect to investment cash flows. Cootamundra-Gundagai Council has been delivering extensive infrastructure projects which have so far been mainly funded through grants and running down of reserves. Thus, in a relative sense Council performance doesn't look particularly bad. However, the LTFP and various conversations I have had of late suggests to me that reserves have been depleted (or are about to be) and this is very concerning. Fees will have to go up significantly for water and sewer (less so for waste) to re-build reserves back to a safe level.

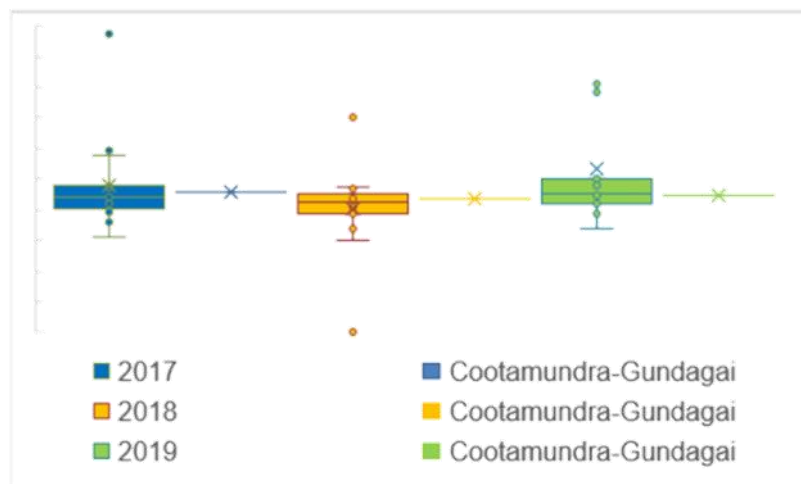
Figure 21. Investing Cash Flows (deflated by revenue)



Cash flows for investment activities suggest to me that Council's repayments and borrowings are typical for the peer group. However, we need to be mindful of the

impact of the proposed new borrowings, as well as the fact that revenue is clearly insufficient for the current expenditure profile.

Figure 22. Finance Cash Flows (deflated by revenue)



The next three charts examine various measures of infrastructure condition and backlog. Caution needs to be exercised when considering these charts because many of the inputs to the ratios rely on subjective judgements. Since the Fit for the Future programme many Councils have adopted an optimistic approach to recording their asset conditions, because these ratios were used in 2016 to justify forced amalgamations. Also, as at the time of writing Cootamundra-Gundagai did not have infrastructure metrics prepared for the 2019 financial year.

Figure 23 charts Council's relative position on the renewals ratio which measures funds spent on renewals relative to depreciation expenditure (see the Table in the appendix for ratio definitions). As I noted earlier, Council does have a relatively high depreciation rate which will tend to lower its relative performance on this ratio, all other things held constant. Notwithstanding this relatively high depreciation rate Cootamundra-Gundagai recorded a typical result with respect to its peer group in 2018. I imagine this will also be the case in 2019 given the significant work being undertaken on water assets.

Figure 23. Buildings and Infrastructure Renewal Ratio (2019 data unavailable)

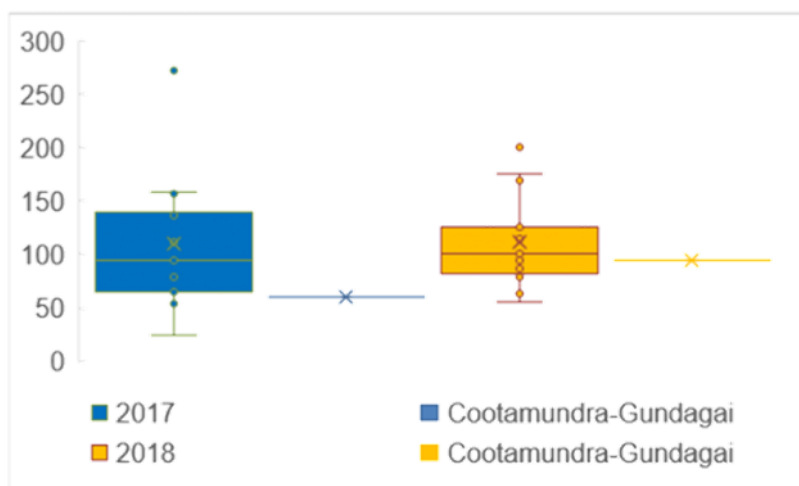
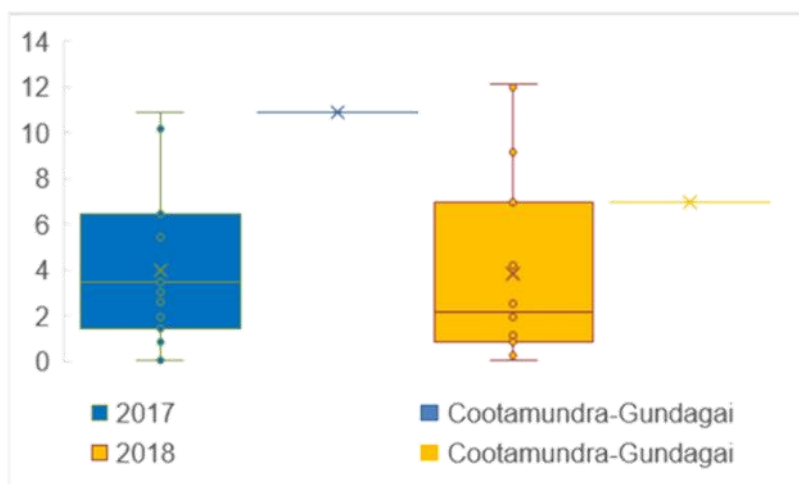


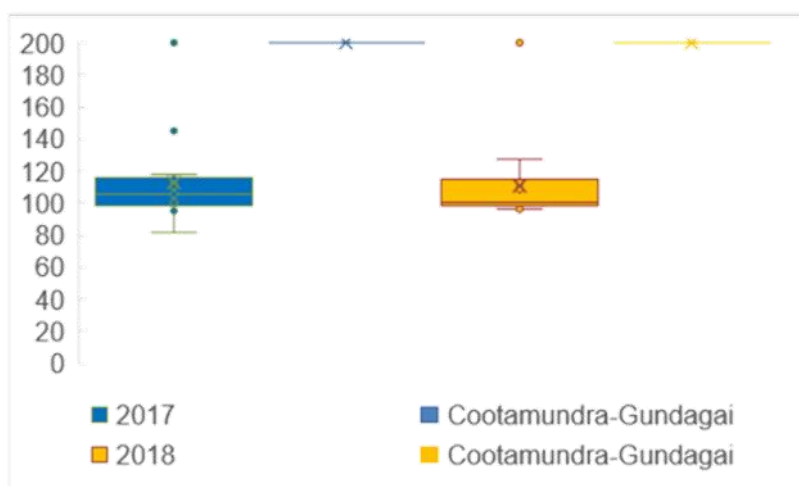
Figure 24 charts the backlog ratio which measures funds that are required to be spent on assets in order to bring them to a satisfactory standard as a proportion of total assets. The chart suggests that Council has a very high backlog relative to its peer group. This, of course, is why Cootamundra-Gundagai has been spending (or is planning to spend) considerable funds on water and sewer assets (and to a lesser extent waste). Unfortunately, this means that reserves will soon be at concerning low levels for water and sewer and fees therefore will need to go up substantially to ensure Council has sufficient funds to cover contingencies.

Figure 24. Infrastructure Backlog Ratio (2019 unavailable)



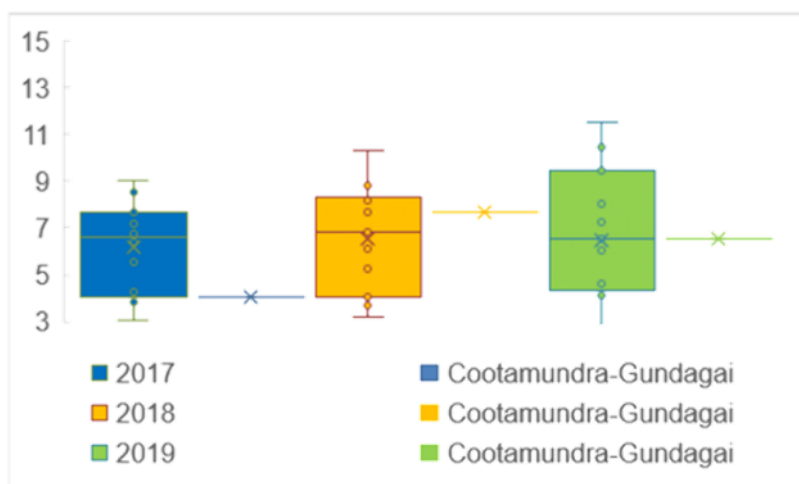
For the previous two years Council has claimed that it has no required maintenance to conduct on its assets (I set it at 200, just so Council would appear in the graph – if I left it at infinity CGRC wouldn't have been marked in at all). This is clearly not correct and should be redressed in future financial statements.

Figure 25. Asset Maintenance Ratio (2019 unavailable)



The final financial ratio that I examined is the rates and annual charges outstanding ratio. This ratio fluctuates a little from year to year, but I think it is fair to say the Cootamundra-Gundagai's performance here is pretty typical of the peer group. This is an important point to consider because I cannot see any other alternative to significantly higher fees and taxes for the next five years or more. The ratio suggests that residents have 'typical' capacity to pay what must be paid and this suggests to me that budget repair – although unfortunately painful – will be possible. Careful attention should be paid to this ratio for the next few years to monitor the capacity of ratepayers to meet the higher demands that will have to be placed on them.

Figure 26. Rates and Annual Charges Outstanding



Long Term Financial Plan Analysis

The Long Term Financial Plan (LTFP) makes for sobering reading. Of particular concern are projections of negative balances in unrestricted general funds commencing 2021/22. At this time Council would likely be placed into financial administration. Moreover, the sewer and water reserves are about to be emptied and there simply will be no money to deal with unexpected problems or budget blowouts on the sewer and water works.

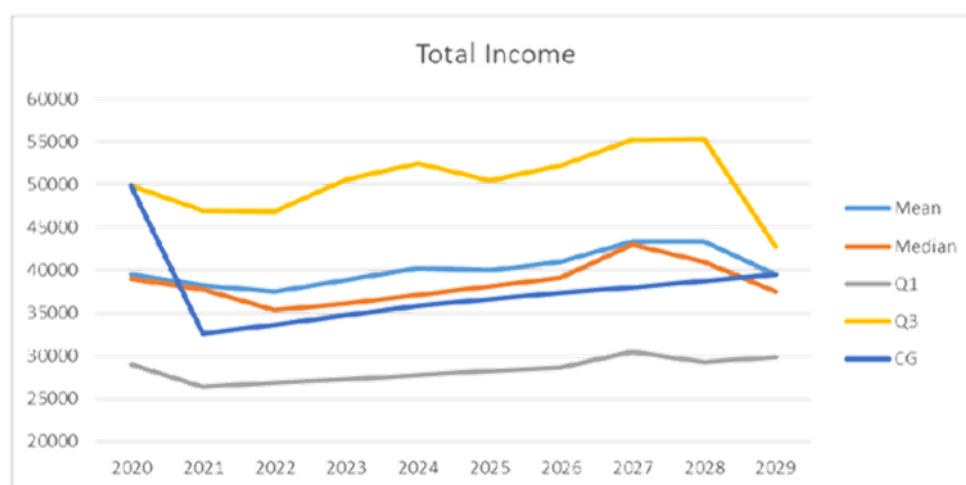
I am not quite sure why this didn't ring very loud alarm bells some time ago. I am also not sure that I can rely completely on the numbers in front of me – most LTFPs aren't very reliable, and I have no cause to think that this one would be any different (in fact I suspect it is even less reliable than usual). However, we must deal with the numbers before us – the state government, and community will hold us rightly accountable if we fail to react swiftly and decisively on what is currently before us. At present Council is planning to fail some time in 2021/22 and this is simply not acceptable. The community deserves far better. Maybe the long-term situation is not as grim as it seems on paper – but I would much prefer to be accused of over-reacting than to be complicit in the devastation of this community. Moreover, as the federal government has recently graphically demonstrated for us, it is simply not good enough to sail so close to the wind for so long – because if something unexpected does come up (covid 19 in their case), then you will simply fall in a heap.

When examining these figures, we should be mindful that LTFPs are always based on assumptions. Some of the assumptions in the LTFP that underlie the figures that I chart below are extremely optimistic. For instance, it is assumed that RMS work will continue apace. It is also assumed that FAG grants will continue at current levels – and this is clearly a heroic assumption (first because you are now out of the protection period, second because a new FAG model is being introduced in NSW, and third because the parlous state of federal finances means that a FAG freeze is a strong possibility). Similarly, it has been assumed that R2R funding will continue at current rates (which is also unlikely given the federal budget position). In addition, it is also implicitly assumed that Council managers will stick to their budgets – and this

has clearly not happened since amalgamation. Moreover, there is already an assumption built in of 8.5% p.a. SRVs commencing 2021/22 – which clearly won't be sufficient if we are still expecting to end up with negative \$1 million by the end of 2021/22.

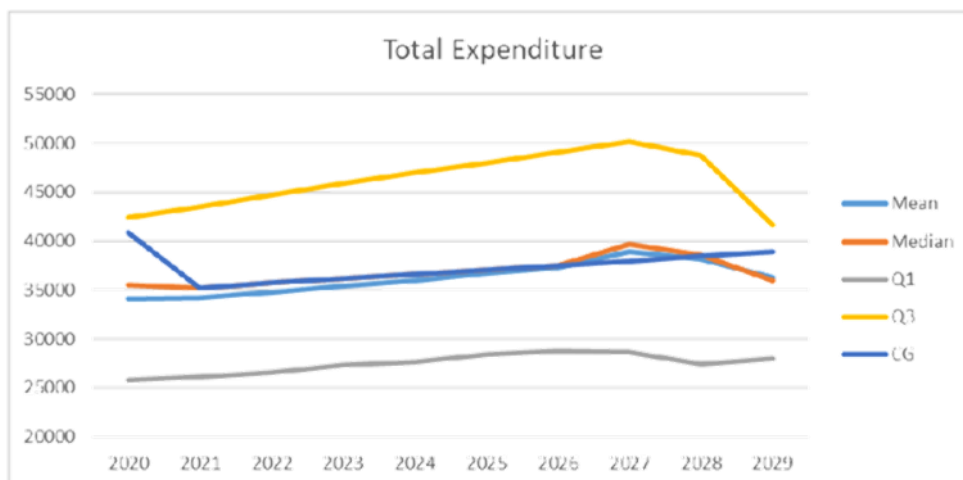
The following four charts tell us most of what we need to know about the problems facing Council. Figure A looks at Total Income compared to the peer group. As will be quickly noted Cootamundra-Gundagai has total income below the typical level of the peer group (measured by either the mean (average) or median (half-way mark when results are placed in ascending order)). Notably this is inclusive of large flows of capital grants this year, and the planned SRVs that I discussed from 2020/21. Clearly Council is not receiving sufficient revenue for a local government of its size.

Figure A. Total Income Compared to Peer Group



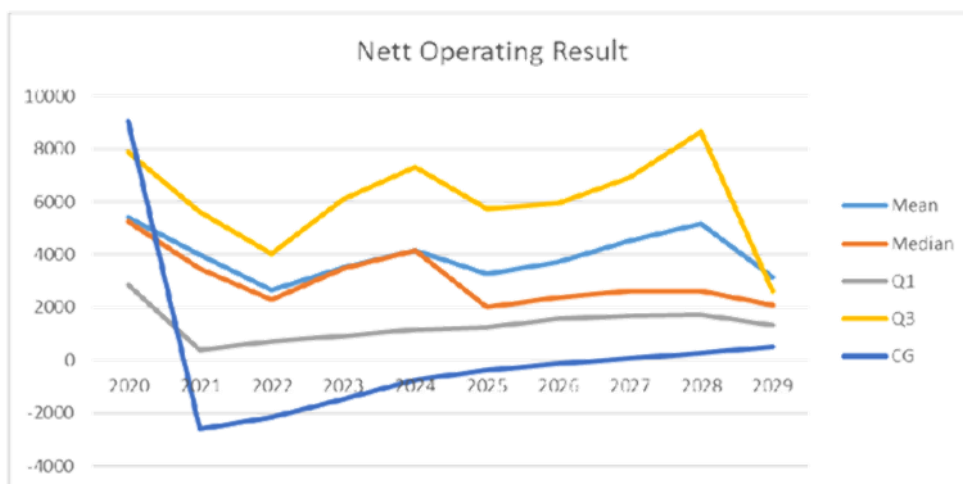
The problem of insufficient revenue is thrown into stark relief by the total expenditure data which shows that Council is slightly higher than typical in this respect. Otherwise stated, Council has lower revenue than typical, but higher expenditure than typical. It is thus hardly surprising that after four years of this unbalanced revenue/expenditure profile that Council has reach its current budget crisis.

Figure B. Total Expenditure Compared to Peer Group



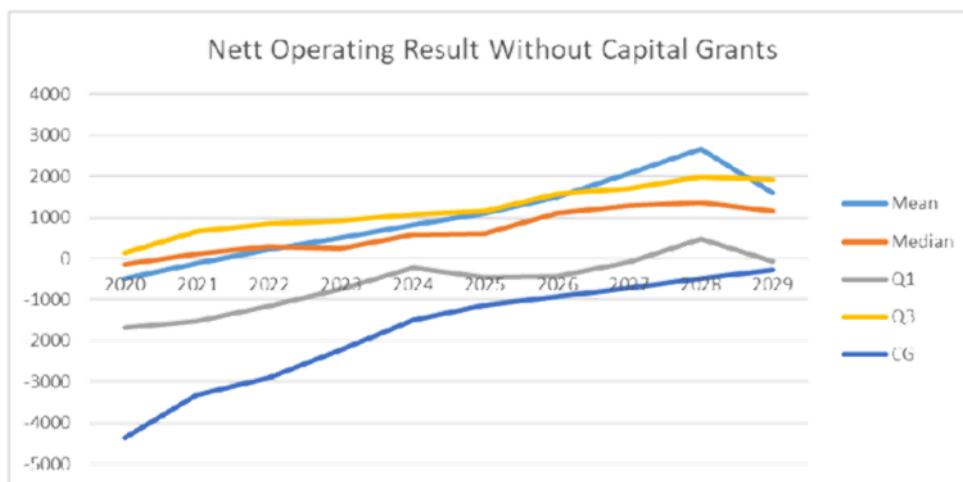
It is also not surprising that the projected nett operating result for Council is the worst in the peer group (which includes Hilltops; see Figure C below). This is clearly not sustainable.

Figure C. Nett Operating Result (Including Capital Grants)



In Figure D the picture becomes even grimmer, when we exclude capital grants.

Figure D. Nett Operating Result Without Capital Grants



At present the plan seems to be for Council to fail sometime during the 2021/22 financial year. This cannot be allowed to happen and anyone who doesn't understand the gravity of this situation needs to look at the scholarly paper I wrote regarding the financial administration of Central Darling Shire (Drew and Campbell, 2015).

So, what does need to happen? We need to reduce our costs and increase our revenue. We also need to ensure that our senior staff and ratepayers are made aware of the measures we must take and the budget emergency we face. Blame for this situation goes way back to the amalgamation, and even before then. Early Administrators saddled Council with expenditure and structures which still weigh Council down. The costs for amalgamation were larger than expected. The politically motivated four year rate cap meant that we couldn't put in a SRV much earlier, which would have minimised the pain (due to compounding effects) and might have been expected to have made it easier for ratepayers to manage the transition to higher fees and charges. However, other matters can't be laid at the feet of amalgamation – for instance, the water infrastructure backlog at Cootamundra didn't happen overnight, nor did the sewer works at Gundagai suddenly become unfit for purpose. Another example is the Elouera situation, this should have been sorted out five years ago. Moreover, fees could have been harmonised years ago. Each one of us bears some responsibility for the current crisis – so there is nothing to gain by finger pointing. We are all responsible, and we all need to act decisively now.

Shortly Council will receive a report on new waste fees, changes to the waste strategy, and a plan to put Elouera's work out to competitive tender. I also make recommendations for changes to stormwater, on-site septic fees, water charges, sewer access charges, trade waste fees, other non-regulated fees, and a new strategy for providing community grant funds. Council needs to consider these matters quickly and make appropriate resolutions as soon as practical.

Council also needs to commit itself to strict austerity for a period of at least five years – there cannot be any new discretionary programs or discretionary expenditure. Staff need to focus on dealing with the situation at hand, and the community needs to have its fiscal illusions dispelled as a matter of some urgency.

Later I will provide details of significant changes to water and sewer charges that need to be resolved, preferably by the end of the month, so that they can go out on public display and be charged next financial year. We also need to ensure that all scheduled charges are in fact being charged – I have found far too many instances of cases where a charge is scheduled but charge notices don't appear to have been issued to residents.

Senior staff need to be made aware of the situation and informed regarding new procedures for budget accountability. We also need to get senior management fully engaged in finding tangible savings that can be imputed into the 2020/21 budgets. We need to shave *at least* 1.7% from the projected 2020/21 operational expenditure budget and these savings need to be identified and reported on by mid-April. It is not sufficient to hope for a new source of revenue from a proposed Council business – we need tangible savings that each senior manager will be made accountable to deliver.

Unfortunately, we are locked out of a SRV for this financial year, which will only increase the pain that must be inflicted next financial year. I have gone back through the last four years' IPART SRV determinations and the largest one I found was:

Dungog Shire*508A: 15.00%, 15.00%, 10.00%, 10.00%, 10.00%

Cumulative rise =76.02%

Cumulative rise above rate peg = 62.66%

SV purpose: Fund operations such as infrastructure maintenance and renewal, reduce infrastructure backlog, maintain existing enhance financial sustainability (IPART, 2019).

Unfortunately, this would *not* be sufficient to keep Council's unrestricted general fund in the black, given current LTFP projections.

The minimum that would keep us in the black (assuming the 1.7% saving on expenditure that I outlined earlier) according to the current LTFP is:

2021/22: 17.5%

2022/23: 17.5%

2023/24: 10%

2024/25 onwards: back to rate cap

These are permanent increases to local government taxes that would have to be borne by the community.

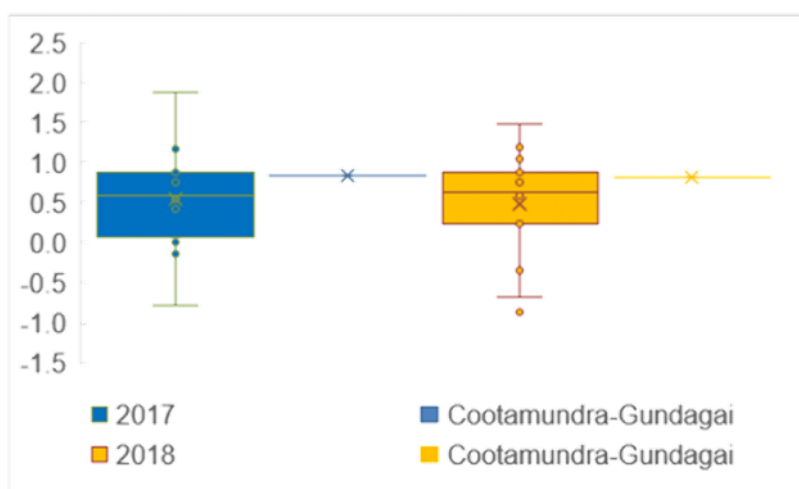
As I stated earlier the situation at Council is extraordinarily fluid (due to poor budget control, optimistic assumptions, and perhaps poor data quality), so things may well change by the end of the year. However, what won't change is that a large SRV is absolutely necessary and Council should resolve shortly to commit to indicating to IPART that it will be lodging a SRV application when the next round opens.

Demographic Ratios

The following suite of metrics are important because they provide us with a detailed picture of the operating environment that Cootamundra-Gundagai Regional Council faces.

Notably Council has relatively high growth in number of assessments, which will act in the medium and long-term to mitigate some of the financial sustainability concerns.

Figure i. Growth in Number of Assessments



As the next two charts illustrate growth in residential assessment is pretty typical, compared to the peer group, but very promising for business. This is particularly helpful given that growth in business not only directly increases revenue for non-residential services, but might also be expected to bolster local employment and hence improve resident capacity to pay.

Figure ii. Growth in Residential Assessments

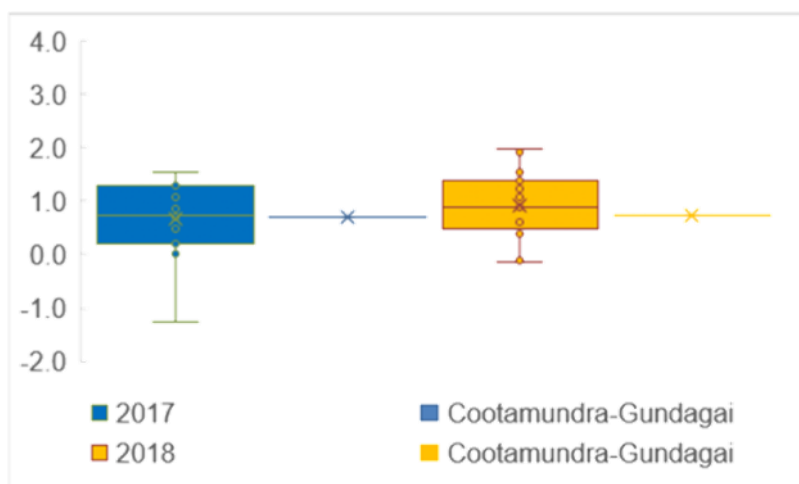
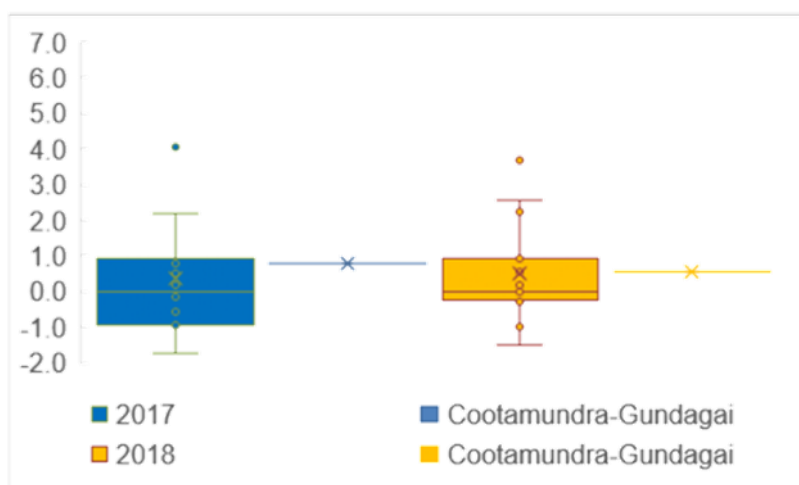
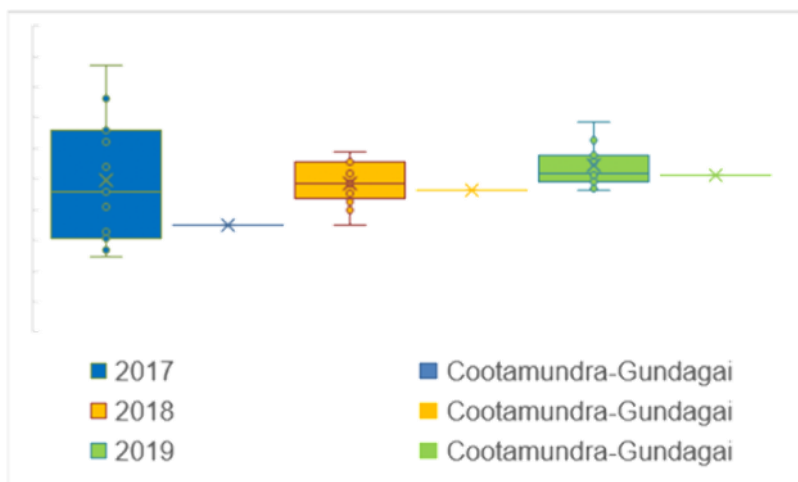


Figure iii. Growth in Business Assessments



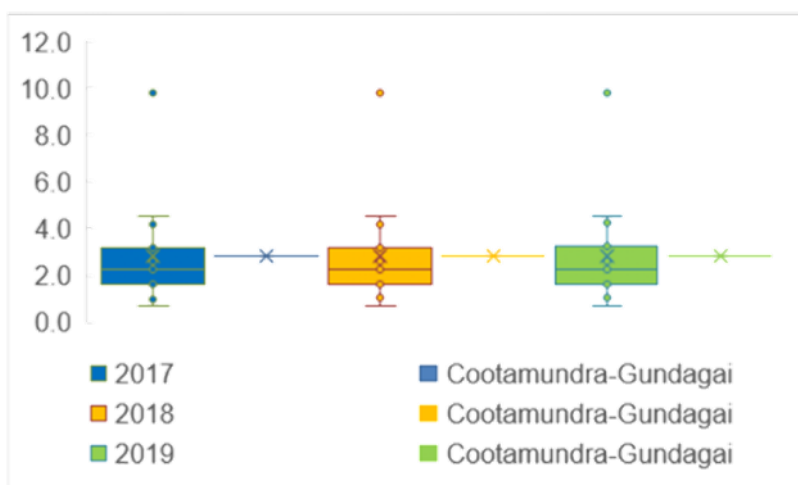
The uneven distribution in assessment growth is reflected in population growth data in Figure iv. However, it should be noted that growth in number of assessments is a much better metric to judge future revenue potential by because the data is far more accurate (inter-censal estimates in population growth may have errors up to 15.2% - see Drew and Dollery, 2014) and far more relevant to revenue considerations (because it is the unit by which waste, water and sewer access charges are levied).

Figure iv. Population Growth



Population density provides us with a proxy measure by which to understand Council costs for servicing properties. As the distance between properties increases the cost of providing local government services also increases, all other things held constant (which is a good reason for why Council should preference infill development over greenfield sites). Figure v illustrates that population densities at Cootamundra-Gundagai are higher than typical for the peer group – which suggests that relatively higher costs incurred per assessment (see Figure 15) should be able to be addressed through careful expenditure control.

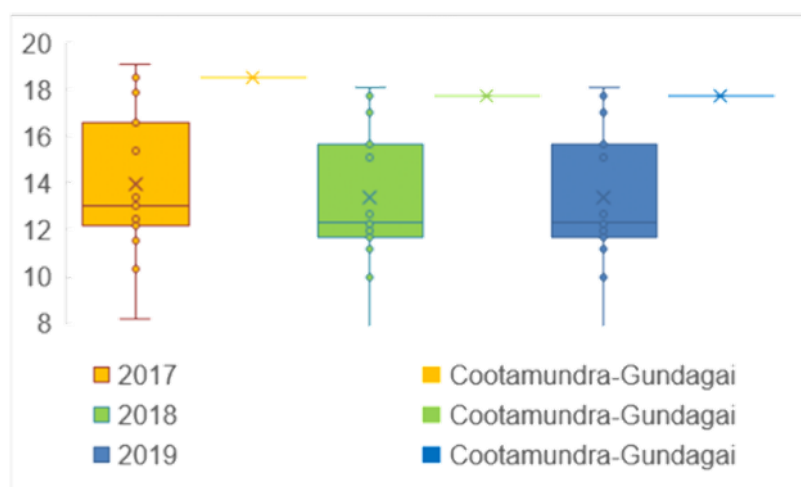
Figure v. Population Density



One area that Council is disadvantaged in relates to its relatively high proportion of pensioners. This has significant implications for revenue owing to pensioner discounts and the like. Ultimately the high number of discounts which Council is required by legislation to provide means that the remaining body of taxpayers and fee-payers will need to have even greater imposts placed on them than would be expected to occur at peer councils. Welfare is not a function assigned to local

government in the tax assignment literature for a very good reason and it is regrettable that successive state governments have forced councils to effectively do so. However, it would be unrealistic to expect that pensioner discounts might be discontinued, so it is an additional burden Cootamundra-Gundagai is likely to be forced to bear indefinitely.

Figure vi. Aged Pension



Other welfare statistics (disability pension, Newstart, and single parent pension) provide us with a further glimpse into the challenging socio-demographic environment in which Council operates.

Figure vii. Disability Pension

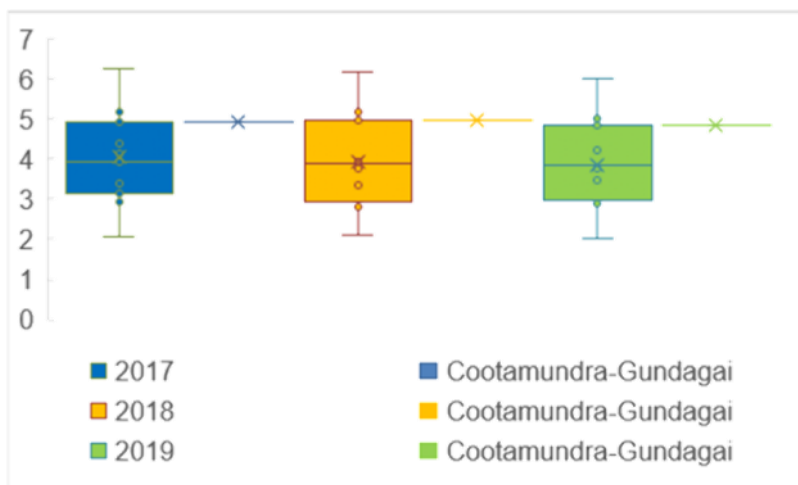


Figure viii. Newstart

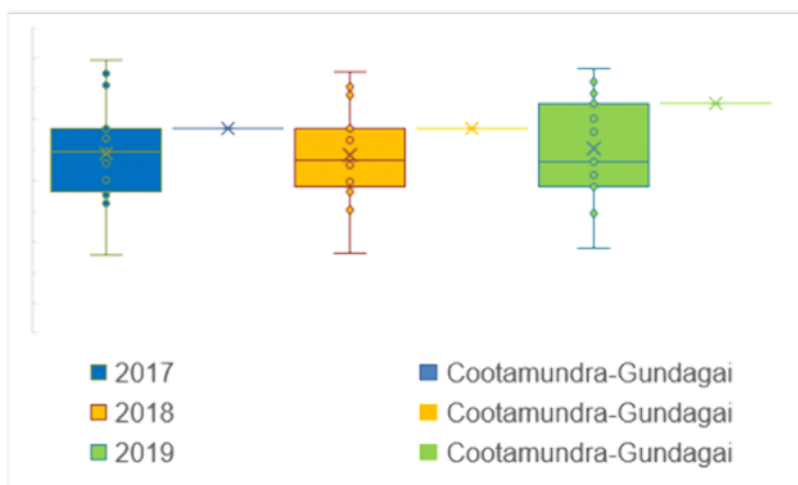
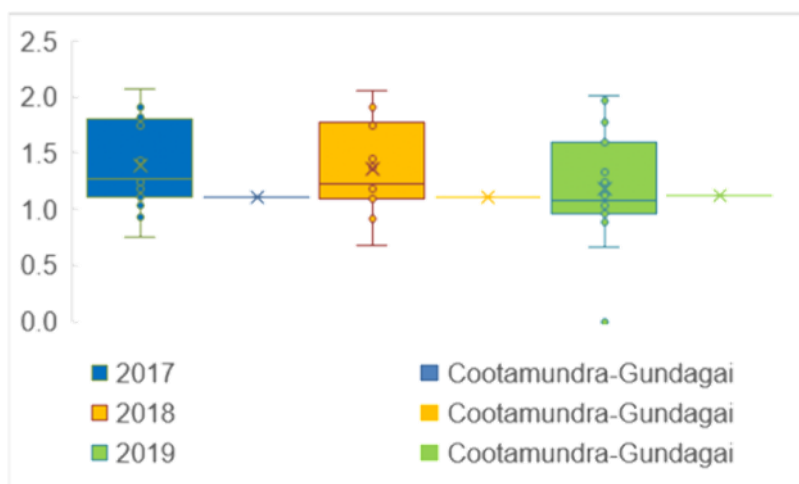
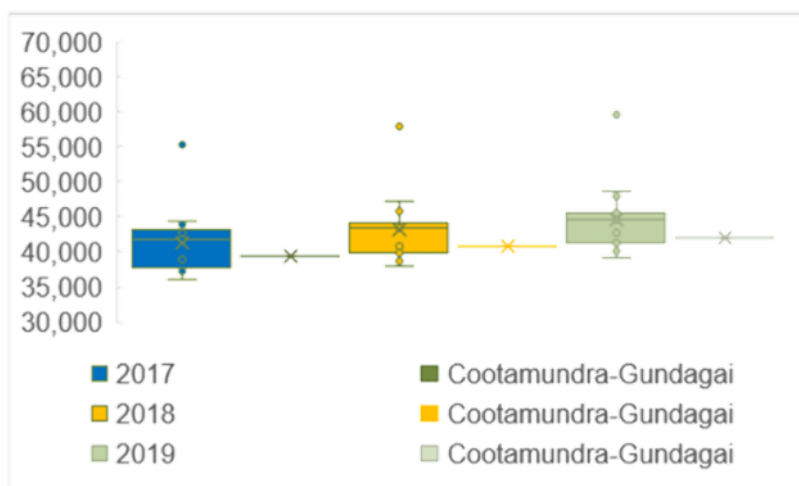


Figure ix. Single Parent Pension



This picture, of a challenging operating environment, is confirmed by the relatively low median income of Cootamundra-Gundagai residents illustrated in Figure x. This means that Council will need to be very mindful of capacity to pay as it seeks to undertake budget repair. In an ideal situation inter-governmental grants would 'compensate' Council for its challenging socio-demographics, however it has long been demonstrated that the Financial Assistance Grants are not allocated in a manner consistent with the horizontal fiscal equalisation goals set out in the enabling legislation (see Grant and Drew, 2017).

Figure x. Median Income



Future Shocks

As we have seen, Cootamundra-Gundagai operates in a very challenging socio-demographic environment. However, these challenges are likely to pale into insignificance compared to the challenges presented by the federal government's coronavirus response.

Large swathes of the economy have been shut down, by edict, in the last few weeks. This will mean that some businesses have reduced or zero revenue for the next 6 months or so, and that some residents have found themselves abruptly put out of work as a result of government policy. We are told to expect unemployment rates of up to 15 percent, and a recession is guaranteed (defined as two quarters of negative GDP growth). However, with an uncharacteristically low currency, high reliance on imports, dismal consumer and business confidence, and highly unpredictable government it would seem optimistic to me to think that a lengthy period of stagflation is not on the cards. Our well-known housing bubble, and our former equities bubble, combined with world-leading household indebtedness, means that things will almost certainly get much worse before they get better.

Ideally local government would want to enter into a period of economic uncertainty with strong balance sheets and thus be in a position to stimulate the local economy. However, Cootamundra-Gundagai, as a result of some poor decision-making, particularly around the time of the amalgamation, finds itself in exactly the opposite situation.

This is regrettable for the whole community, but I emphasise again that this is not a problem caused by the current team of Councillors or the current executive managers.

Unfortunately, I hold grave concerns for the financial sustainability of Council which means that I cannot, in good conscience, recommend that Council puts off budget repair any longer. In a separate report I have detailed changes to fees and charges which will need to be implemented from 1 July 2020 to assure financial sustainability going forward. In addition, I have asked senior management to identify savings in the order of 1.7 percent which will need to be made throughout the coming financial year. Finally, a SRV is an absolute necessity commencing 1 July 2021.

The timing for all of these measures could hardly be worse. I have therefore recently¹ recommended to Council that they offer additional hardship provisions for business and residents affected by the government response to corona virus. The time to bring about budget repair will be extended in proportion to the number of people forced to avail themselves of these hardship provisions.

Moreover, Council needs to be mindful of even greater challenges with which they will be faced over the next few years. The federal and state governments have both

¹ This report was written during the implementation of the federal government's unpredictable response to coronavirus and I have therefore had to adjust my messaging to Council on a regular basis.

seriously damaged their budget positions as a result of their response choices and will have to execute their own significant budget repairs in the next year or two. Going by what has occurred in the past, local governments can probably expect a freeze to financial assistance grants, a freeze or discontinuation of Roads to Recovery grants, and more attempts at cost-shifting. Members of higher tiers of government need to be mindful to ensure that their own budget repair efforts don't put the financial sustainability of rural and remote local governments – which have limited additional revenue capacity – in particular, into financial jeopardy. It would thus be prudent for higher tiers of government to ensure that any imposts that must be passed onto local government falls disproportionately on metropolitan local governments (which have a higher capacity to cope with economic shock).

In addition to reduced levels of intergovernmental grants and higher levels of cost-shifting, local government can unfortunately look forward to a high probability of multiple superannuation calls. The share market in Australia (which is where the majority of superannuation funds are invested) has fallen around 30 percent from its 2020 highs. In addition, the federal government has invited many taxpayers to make large withdrawals from their superannuation funds as part of its fiscal support for individuals made unemployed through government policy. This will drive markets down even further. Thus, a superannuation call is very likely.

In sum, Council can expect that its operating environment will grow ever more challenging over an extended period of time which will further hamper its efforts to become financially sustainable. In this sort of environment it will be critical to ensure that those who can absorb higher taxes and charges do so (in order that others can be effectively subsidised) and that every dollar of expenditure is treated as a precious and very finite resource.

NSW State Government Assistance

The state government was clearly part of the problem that got us to this situation and therefore needs to be part of the solution. I honestly believe that the state government is trying to help, but I also firmly believe that the help has been misdirected and in many instances is exacerbating the problems.

The Minister should be aware that Cootamundra-Gundagai Regional Council is not the only struggling rural council. There are two other councils that have approached me that are in similarly desperate need of help. Indeed, at least in the case of Cootamundra-Gundagai Regional Council the Councillors are all now aware of how grave their situation is – this cannot be said for many rural councils.

My recommendation to the Minister is to support the Council in its efforts to remain financially viable by considering the following:

1. **Fund a financial mentor for Council.** The NSW government could fund a financial advisor for Council to get them through the next critical 9 months or so – the fee harmonisation and increases, SRV, and budget repair. Without independent help from someone that understands the situation and has the trust of the community, the future of Council looks rather bleak. I cannot see any reason to appoint an Administrator just now, and doing so would simply get the community off-side further and make budget repair nigh on impossible. Most of these Councillors – the Mayor and Deputy Mayor in particular – understand the situation perfectly and are prepared to do what is required. We need the leadership of these trusted community members to remedy the situation and this kind of leadership simply won't be forthcoming in an administration scenario.
2. **The SRV for 2021/22 needs to be approved.** My reading of the Act (1993) suggests to me that the Minister can streamline this process significantly and thus liberate valuable Council time and money which is better spent on addressing the imposing problems before it. This report is far more comprehensive than reports normally prepared for IPART to meet the 'demonstrated need criteria'. Council has already started community awareness and will pursue this further. This document (and the forthcoming document on changes to fees and charges) demonstrates that sustainable finance strategies will soon be in place. Moreover, the 'history of productivity improvements' is currently being dealt with, although fundamentally confounded by the poor outcomes from amalgamation (and the poor choices made during Administration). The increases proposed – whilst significant – are in no way disproportionate to the circumstances faced by Council. I therefore recommend that the Minister directs IPART to consider that Council has met all of the criteria for a SRV in 2021/22.
3. **The Minister should recommend and fund a de-amalgamation.** As I have shown elsewhere the business case stacks up (notably this would not be the case for most recently amalgamated local governments). The community is almost united in its desire for a de-amalgamation (which is about the only

thing that they are united on). The problems at Cootamundra-Gundagai are simply too large and complex for any one team of senior managers or Councillors to deal with – this is not a failing of particular individuals, but merely a statement of the complexity of the extant situation. De-amalgamation would break these problems down into much more manageable pieces, and there is no doubt in my mind that both communities would be much more prepared to make the sacrifices that will have to be made as de-amalgamated entities. The state government would also certainly be lauded for taking responsible and appropriate action to fix a problem which occurred under the watch of a former Premier, and former Minister of Local Government.

4. **The Minister needs to stop funding non-essential infrastructure.** I have no doubt that the Minister genuinely believes that these Stronger Community funded projects are helping Council – but they are not. It is diverting organisational attention (which is clearly already stretched too far), it is adding to maintenance and depreciation cost bases, and it is entrenching fiscal illusion in the community (which will make it harder to convince the community that they need to pay higher fees and taxes). What this, and most struggling rural communities desperately need is essential infrastructure (roads, water and sewer), not toys. Council has agreed to increase the water and sewer charges significantly next financial year and this will go towards raising an additional \$460,000 (depending on volumes actually supplied) and \$530,000 respectively. Unfortunately this will not be enough to carry out essential work – let alone rebuild the depleted reserves – given that the backlog as stated in the most recent audited financial statements is \$12.16 million for water and \$10.378 million for sewer. I would therefore recommend to the Minister that she considers providing a grant to make up the difference between what can be raised from the community over the next five years and what is required to complete essential work.
5. **Additional non-tied ongoing operational grants.** I am very concerned about the lack of detail on the new Local Government Grants Commission grant allocation model. It would be helpful for planning a budget repair strategy if the Minister could provide us with reliable information on the likely outcomes for Cootamundra-Gundagai arising from the new FAG allocation methods. Moreover, the Minister might do well to investigate how this model will affect all rural councils, because many of them are clearly in trouble.
6. **Consider putting in place measures to ensure liquidity if there is an uptick in uncollected rates, fees and charges as a result of covid-19.** Cootamundra-Gundagai Regional Council simply cannot afford any additional disruptions to its cash flow. There are a number of other councils that are also probably at risk. I urge the Minister to get work done on identifying these 'at risk' councils as well as design a suite of measures to mitigate cash flow problems that will almost certainly occur during the next 12 months. I am happy to discuss what is required with the Minister at a time of her choosing.
7. **Consider doubling the library grant to ensure that Cootamundra-Gundagai is not disadvantaged as a result of the amalgamation.** Following amalgamation the effective grant per library was halved and this

has understandably caused great consternation in the wider community. As the Minister will be aware libraries are a significant area of expenditure for local governments. In order to ensure that Cootamundra-Gundagai Regional Council has sufficient funds going forward we have recently taken measures to reduce the opening hours and wage bill for the two libraries. This will unfortunately result in a decline to service levels for residents. Without additional funding for Cootamundra-Gundagai's two libraries next year I fear it will be necessary to reduce opening hours even further.

Appendices

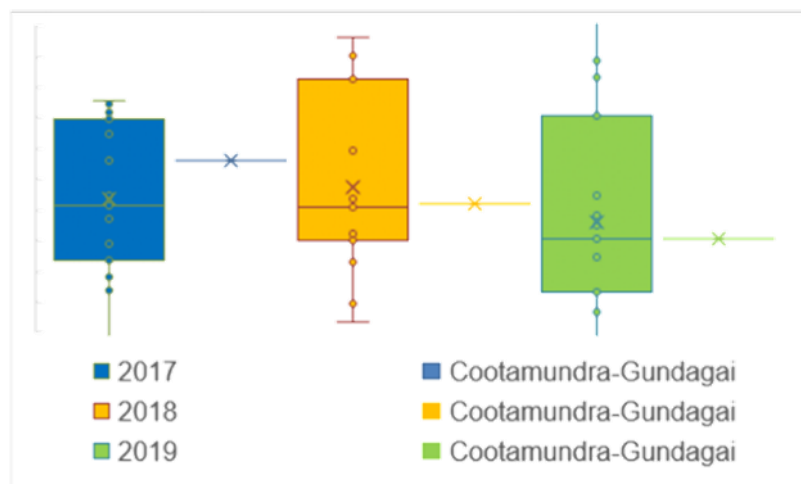
Definitions, Benchmarks, and Weightings of TCorp Financial Sustainability Ratios

Variable	Weighting	Benchmark	Definition
Operating ratio	17.5%	>4%	$(\text{Operating revenue}^a - \text{operating expenses}) / \text{operating revenue}^a$
Own-source Revenue ratio	17.5%	>60%	Rates, utilities, and charges/total operating revenue ^b
Unrestricted Current ratio	10.0%	>1.50×	Current assets less restrictions/current liabilities less specific purpose liabilities
Interest Cover ratio	2.5%	>4.00×	EBITDA/interest expense
Infrastructure Backlog ratio	10.0%	<0.02×	Estimated cost to bring assets to a satisfactory condition/total infrastructure assets
Debt Service Cover ratio	7.5%	>2.00×	EBITDA/(principal repayments + borrowing costs)
Capital Expenditure ratio	10.0%	>1.10×	Annual capital expenditure/annual depreciation
Cash Expense ratio	10.0%	>3.0 months	$(\text{Current cash and equivalents} / (\text{total expenses} - \text{depreciation} - \text{interest costs})) \times 12$
Buildings and Infrastructure Renewal ratio	7.5%	>1.00×	Asset renewals/depreciation of building and infrastructure assets
Asset Maintenance ratio	7.5%	>1.00×	Actual asset maintenance/required asset maintenance

^aRevenue excludes capital grants and contributions. ^bRevenue includes capital grants and contributions.

The cash expense cover ratio was not reported in the main body of this report as it provides a misleading picture of Council's true cash position. Most of Council's cash is in restricted funds and the general fund is in a rather parlous state. The cash expense ratio doesn't make distinctions between restricted funds and general funds, and thus suggests that Council's position is pretty typical of the peer group. It is, unfortunately, anything but typical. Drastic action must be taken as soon as possible to build up General Fund balances – this will include postponing projects, reducing staff expenditure, increasing fees and increasing rates.

Cash Expense Ratio



References

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8.1.3 COOTAMUNDRA COMMUNITY ARTS CULTURAL CENTRE - REPORT FROM CHAIRPERSON APRIL 2020

DOCUMENT NUMBER	325863
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. CCACC Chairperson Report to Council April, 2020 ↓

RECOMMENDATION

The Cootamundra Community Arts Cultural Centre – Report From Chairperson April 2020 report, attached to the report, be received and noted.

Introduction

Council has received Isabel Scott, Cootamundra Community Arts Cultural Centre Chairperson's Report for April, 2020

Discussion

The report discusses the current status of the Centre in the Covid-19 environment.



CACC MEETING - APRIL 2020

CHAIRPERSON'S REPORT

Hello CGRC Council and Councillors, CCACC Committee and All TACC Volunteers, Staff and Patrons.

There is to be no meeting this month but I would like to assure you The Arts Centre is still functioning at a very basic level with Gwen, Lucy and Eric our staff carrying out their duties behind closed doors.

Gwen is following up on completing Policies and Procedures for the Centre to function in a safe and productive manner after our AGM and changes in how we proceed. She is also looking at what has to be carried out with regards to cleaning the Centre, sorting and archiving documents, answering any enquiries by phone or email and just making sure the Centre is ready for re-opening when allowed.

We thank Gwen for her positive and diligent work under these strict isolation requirements.

Eric is regularly cleaning getting into the nooks and crannies while he has the time and none of us around to muck his hard work up. Thank you, Eric.

Lucy Main is our positive, forward thinking Communications Officer who is keeping TACC face out there in front of the community. Thank you, Lucy for posting the Easter notice and Lyn Angus for her really lovely drawing to accompany the information.

With the closure of the Centre due to Social Distancing and isolation conditions the Communications Officer, Lucy Main, and the Chair of the s355 Committee, Isabel Scott, have been looking at just how we keep TACC relevant in the Community. TACC is working on an event programs and projects to bring our patrons and workshop participants back, keeping arts and cultural on the community radar.

Research shows it is important to remember : [Arts improve individual well-being](#). 69 % of the population believe the arts "lift me up beyond everyday experiences," 73 % feel the arts give them "pure pleasure to experience and participate in," and 81 % say the arts are a "positive experience in a troubled world."

TACC Social "**Dis-danc-sing**" **Performing Arts Project** aims at items and works that will result in performance while we are encouraging all our patrons, participants and volunteers to let TACC know what they are doing during this time at home. This will result in a recorded history of locally based home and community activity during this period corona virus isolation conditions.

TACC has been working on a positive program of initiatives for Community participation during isolation. Touching base with performance and visual artists' projects and programs TACC has developed some great ideas to keep the community of all ages engaged with the Centre.

Check out your TACC mail chimp, face book and website for upcoming posts. There is a segment on "Friendly Faces of the Arts Centre" where community members answer a questionnaire around their activities

This is the basic plan the Communications Officer has put forward:

REGULAR MAILCHIMP and FACEBOOK will include:

- Images from one (or some) of our artists, volunteers, etc of their at home creativity
- Friendly faces of TACC photo and blurb (eg Annabel, Gwen, Isabel, Julie, Lindsey, Lyn Cameron, etc) It would be lovely to see something from Susan who is sadly leaving us.
- A 'did you know?' or 'flash back' about TACC - eg: what went into creating the theatre

- **Simple creative inspiration** – if anyone else comes up with ideas this can be emailed through on mail chimp, and TACC social media sites etc. There are a lot of kids' craft ideas out there already, but not so much for adults. TACC has developed the following **DIS-DANCE-SING Challenges below**.
- TACC **WEBSITE** will be updated with "the Friendly Faces of TACC info" and the "Did you know? / flashback" info.
- Challenges and inspiration to be added to events page (with a long end date so it stays for a long time).

The PERFORMING ARTS " DIS-DANCE-SING" CHALLENGES

These challenges are around Creative Writing, Wearable Arts and Movement, Film and Sound.

All these challenges will be distributed by a series of separate flyers with more detail and promoted as something for people who want more of a challenge. As part of this flyer something along these lines will be included: *"When the doors of TACC re-open we will explore various options for a public performance"*. This way people who are keen to present in public will hopefully be inspired, for example under Creative Writing the CCACC Committee wants participants to write a monologue or create a Pecha Kucha Presentation recording their experiences to be presented live.

- We want participants to document /record their progress and send their inspired activity through to us. We will then let community know what is happening hoping more participants will engage with the program.
- The CCACC Committee especially would like this to be a record of the time spent social distancing and isolation documenting how c-virus impacted on individuals, family, friendships and business in our immediate community.

The TACC Volunteer Treasurer continues to work behind the scenes overseeing the acquittal of the Fulcrum Grant, looking after the staff and wages and keeping TACC financials up to date.

PROJECT & WORKS:

Andrew Brock, CGRC Infrastructure Manager, has been through with a consultant to evaluate compliance upgrades. We thank Andrew for his continued work on our behalf to get this Centre up to current compliance standards.

- John Silvestro, has been back in contact re the Lights and Audio in the Theatre but nothing has been decided. He will deal directly with Andrew.
- Not sure where the Stronger Community Grant for the Rehearsal and On line Learning Space is up to.
- There has been no reply, as yet, to CCACC recommendations put to the March Council Meeting.
- There has been no information about the Men's Shed vacating that shed which mean storage issues are still a big problem.
- TACC has given the Youth Officer the names of mentors who may be interested in supporting a Youth Council. If any Arts Centre supporters know anyone who may fit in to these guidelines please encourage them to apply.
- Lyn Cameron has decided not to take the large gas Kiln.
- Julie Cowell and the Movie Committee have put TACC movie schedule on hold until the Centre reopens. This involved many lengthy negotiations.
- The BOARD has organized continuing work for Office Manager, Gwen Norman, around policy, procedures and risk assessment documentation for the future smooth administration of the Centre

I would like to wish Judy and Paul Braybrooks congratulations and a very happy retirement. Paul has been our Chairman and TACC thank him for his service and considerable generosity in his support of this facility.

Finally, Susan Gheller: A huge thank you for your contribution to Council as a CGRC Staff member. More importantly thank you for your contribution to the administration of TACC.

Best Regards, Isabel Scott - CCACC Chairperson.

Please everyone keep in touch." We are all in this together"

8.1.4 COMMUNITY DONATIONS POLICY

DOCUMENT NUMBER	326078
REPORTING OFFICER	Greg Briscoe-Hough, Relief Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	1. A vibrant and supportive community: all members of our community are valued 1.1 Our Community is inclusive and connected
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. Draft Community Donations Policy ↓ 2. Draft Community Donations Policy Procedure ↓

RECOMMENDATION

- 1. The proposed Community Donations Policy, attached to the report, be adopted.**
- 2. The appropriate provision for the budgeting and funding of the Community Donations program be included in the Operational Plan.**
- 3. The General Manager be delegated to develop, implement and review as required, the associated Community Donations Policy Procedures, attached to the report, consistent with the attached draft in 1 above.**

Introduction

Cootamundra- Gundagai Regional Council (CGRC), and the former Cootamundra and Gundagai Shire Councils, have traditionally supported local sporting clubs, community groups and individuals through the provision of financial, and in kind, support. It is imperative that CGRC continues to provide that support to its communities now and into the future.

The purpose of this Policy is to enable Council to support the local initiatives put forward by the organisations that promote these values. In doing so, the Policy aims to:

1. Make provision in Council's budget to provide financial assistance to selected organisations which meet the criteria set out in this Policy and associated procedures.
2. Provide an annual open and transparent decision-making process for requests for donations from Council. And,
3. Ensure an accessible and equitable process for those seeking donations from Council.

Discussion

Councillors will be familiar with community requests coming before Council on an *ad hoc* basis throughout any one year. To meet regulatory requirements in relation to wider community consideration of these various requests, the Act, and Office of Local Government guidelines, provides a mechanism to do this holistically by considering any and all requests annually and with consistent application and assessment procedures.

Section 356 of the Local Government Act, 1993 (the Act) prescribes the requirements when councils provide financial assistance to others (including charitable, community and sporting organisations and private individuals). Financial assistance must be for the purposes of exercising the council's functions under the Act.

(See also Office of Local Government Circular 06-32 – Provision of financial assistance under Section 356)

Section 377 (1A) of the Act states that the power can be delegated and this permission is mirrored in Section 356(3) which, in similar terms, removes the need for 28 days public notice of a proposal to pass a resolution to grant financial assistance prior to doing so where:

- The assistance is part of a specific program which has been included in the council's management plan (the purpose of this policy).
- The program's budget does not exceed 5% of the council's income from ordinary rates for the year. And,
- The program is uniformly available to all or a significant group of persons within the area.

This approach will enable Council to compare and contrast the various requests and align them with programs and initiatives already identified in Council's plans and strategies as part of the annual Operational Plan and Delivery Program review.



Draft Community Donations Policy

Policy Approval and Distribution

Approved by	Council resolution
Responsible Officer	Manager Community and Culture
Section/Service Unit	Community and Culture
Next Review Date	December after next Ordinary Council election

Version Control

Ref	Date	Description	Resolution Number
0.1	24-04-2020	Presented to Council for Adoption	

Purpose

Cootamundra- Gundagai Regional Council (CGRC), and the former Cootamundra and Gundagai Shire Councils, have traditionally supported local sporting clubs, community groups and individuals through the provision of financial, and in kind, support. It is imperative that CGRC continues to provide that support to its communities now and into the future.

The purpose of this Policy is to enable Council to support the local initiatives put forward by the organisations that promote these values. In doing so, the Policy aims to:

1. Make provision in Council's budget to provide financial assistance to selected organisations which meet the criteria set out in this Policy and associated procedures.
2. Provide an annual open and transparent decision-making process for requests for donations from Council, and;
3. Ensure an accessible and equitable process for those seeking donations from Council.

Scope

All community Members belonging to, and/or delivering services/activities to the CGRC Local Government Area and which:

- assist to provide a service that falls within Council's area of responsibility, or;
- benefits or assists a target group or activity identified in one of Council's adopted plans.

Objectives

To better regulate donations, sponsorships and in kind support of not for profit, community groups, and individuals activities by providing procedures adequately addressing application criteria for appropriate assessment and approval.

Definitions

In this Policy, *donation* includes 'financial assistance' in providing funds, 'in-kind assistance' by way of assisting with staff, plant or supplies, or general sponsorship and the waiving of fees and charges.

Legislative Framework

Section 356 of the Local Government Act 1993 prescribes the requirements when councils provide financial assistance to others (including charitable, community and sporting organisations and private individuals). Financial assistance must be for the purposes of exercising the council's functions under the Act.

(See also Office of Local Government Circular 06-32 – Provision of financial assistance under Section 356)

Section 377 (1A) of the Local Government Act states that the power can be delegated and this permission is mirrored in Section 356(3) which, in similar terms, removes the need for 28 days public notice of a proposal to pass a resolution to grant financial assistance prior to doing so where:

- The assistance is part of a specific program which has been included in the council's management plan (the purpose of this policy).
- The program's budget does not exceed 5% of the council's income from ordinary rates for the year and;
- The program is uniformly available to all or a significant group of persons within the area.

Related CGRC Policies, Procedures and Forms

Community Donations Policy Procedure
Application Form in above procedure

Review Period

This document is to be reviewed 3 months after each ordinary Council election to ensure that it remains relevant and meets legislative requirements.

Policy Statement

Nothing in this Policy restricts Council from making recurrent donations, subject to Council receiving an annual application from the applicant organisation. Funding in any one year will neither preclude nor guarantee funding in any other year.

Council will only provide financial assistance to individuals in exceptional circumstances and only then if the application for assistance is made by an incorporated organisation.

This Policy does not apply to any requests for assistance from s355 Committees of Council, or requests associated with events or economic development initiatives or for capital works and major building repairs.

Council may consider applications for donations for the payment of general rates from organisations that meet a general not-for-profit basis as well as meeting the criteria in the associated procedures document.

Council will not approve financial assistance for initiatives or events that generate financial profits for commercial companies and/or individuals.



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 PO Box 420, Cootamundra NSW 2590
 Email: mail@cgrc.nsw.gov.au
 www.cgrc.nsw.gov.au

Draft Community Donations Policy Procedure

Procedure Approval and Distribution

Approved by	General Manager
Responsible Officer	Manager Community and Culture
Council Service Unit	Community and Culture
Next Review Date	December after next Ordinary Council election

Version Control

Ref	Date	Description
0.1	XX-XX-2020	Presented to the General Manager for approval

Procedure

Each year in April/May, a budget will be presented to Council to fund Community Donations.

Applications will be invited from known community groups and advertised on Council's website and newspaper columns/media releases.

The application outlines the following required criteria to be met:

- The person/s or association have bona fide need of the donation,
- The justification for the donation – (why should the community support this activity or association?),
- The benefit to and participation of the wider community in the activities for which the donation is sought,
- The measurable outcomes against which the success of the donation will be assessed,
- Specific details of the association's plans to reduce its dependence on Council for donations in the future,
- The date for review of the donation (for multi-year donations), and;
- An acknowledgement that future donations (if any) will be contingent on meeting or exceeding agreed outcomes.

Applications received by the advertised deadline will be assessed according to the attached guidelines by:

- The General Manager or their representative;
- The Manager Community and Culture or their representative;
- The Manager Business or their representative;

and a report tabled for Council's consideration.

Applicants will be notified after the Council meeting that considers the tabled report.

DATE CREATED:	23 April, 2020
RELATED POLICIES:	Community Donations Policy
RELATED PROCEDURES & FORMS:	Community Donations Policy Procedure – Application Form

Documentation

Public Notice / Call for applications

Application form/s and any applicable guidelines based on this document and criteria sent/downloaded

Lodged Applications

Assessment documentation and Council report.

Letters of Notification to applicants

Records

All of the above for required statutory period.

Not for profit, community groups, and individuals will be required to submit the Application for Donation Form to CGRC before the annual cut-off date to be considered in the next years funding round.



Community Donations Policy

Application for Donation Form

For not for profit organisations, community groups, and individuals applying for a donation.

Applicant Information	
Name of Organisation:	
Organisation Address:	
Organisation website:	
Name of Applicant:	
Applicant Address:	
Phone Contact	
Email address	

Organisation Information	
Is the Organisation a not for profit charity, Association or community service organisation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
ABN or ATO No: <i>If you do not have one, attach a copy of the Organisation's adopted Constitution.</i>	
Is the organisation a Government entity with an existing partnership with Council?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Where do the Organisation's activities occur?	
Are the majority of members residents of the Cootamundra-Gundagai local government area? Please attach evidence of membership if applicable.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do members pay to join the organisation and / or attend an activity?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please list the costs associated:	

Description of Request	
Please describe the activity/event and the justification for Council support. (attach additional information if necessary)	
Date(s) and Time(s) of activity/event NB: If requesting a donation for the hire of a Council facility, a booking must be made PRIOR to submitting this application.	
Where will the activity/event be held?	
How many Cootamundra-Gundagai residents will participate in the event/activity?	
How will this activity/event benefit the Cootamundra-Gundagai community?	
How will the requested donation be spent?	

Financial Request	
Funding will be provided subject to Council Resolution, availability and in accordance with the criteria outlined in the application.	
Please ensure you have reviewed this application and included any attachments prior to its submission for the consideration of Council.	
Amount Requested:	\$
Have you received funding from, or have you sought funding from any other source for this request?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide details:	

Payment Information	
Please provide Banking Details to assist prompt payment should your Application be successful.	
Bank / Financial Institution	
Account Name	
BSB:	Account No:

Confirmation and Acknowledgement of Information	
<ul style="list-style-type: none"> ○ I have attached Proof of Organisational Status. ○ I have attached all requested information and relevant additional information to support my application. ○ I certify that the information provided is true and correct. ○ I acknowledge that in the event that this request for donation is successful, consideration of future requests will be contingent on meeting or exceeding agreed outcomes. ○ The organisation can demonstrate that the funds/in kind support was spent or used wisely to achieve the objective of the request. ○ The request will be available for public knowledge via CGRC website. ○ If successful this application will be the only request for Council support in the current financial year. ○ The organisation has provided and considered a detailed plan on our own financial situation and cannot rely on Council for funds for the success of the application. ○ Should the application be successful CGRC will be acknowledged in any advertising, marketing and promotion of an event as a supporter/sponsor. ○ The organisation can be contacted by CGRC officer, requesting details arising from Council's support. 	
Name of Applicant (<i>Print</i>)	
Position in Organisation (if applicable)	
Signature:	Date:

8.1.5 UPDATED COUNCIL MEETING ACTION REPORT

DOCUMENT NUMBER	325476
REPORTING OFFICER	Marianne McInerney, Personal Assistant to the General Manager
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. Updated Council Meeting Action Report ↓

RECOMMENDATION

The Updated Council Meeting Action Report be received and noted.

COUNCIL MEETING ACTION REPORT

MEETING / ITEM	ACTION	OFFICER	STATUS
05.07.2017 18.06.2019 19.09.2019	Amend Gundagai LEP 2011 to correct mapping discrepancies	Manager Development, Building and Compliance	Ongoing. Amendment No 4 is currently being reviewed following feedback from the Department of Planning prior to a Gateway determination. Gateway determination issued, currently on exhibition for 28 days. To be reported back to October 2019 Council meeting. Partly complete – schedule 1 amendment gazetted
30 October 2018			
Council, with further consultation, consider the representations made by Mr Peter Beath on behalf of the members of the Cootamundra Aboriginal Working Party, in his letter dated 24 October 2018. 8.1.4 Resolution 215/2018	“It is recommended the CGRC take a proactive approach engaging with the existing community groups and organisations to look at the formation of a formal Aboriginal Advisory/Consultative Committee under section 355 of the local Government Act 1993”		
8.1.5 Resolution 216/2018	2. In time, and subject to available funding, CGRC, in conjunction with the local Aboriginal communities, the Brungle-Tumut LALC and the Young LALC, undertake the mapping of the sites of cultural significance to Aboriginal people in this LGA. 3. CGRC, in consultation and negotiation with Aboriginal communities in the region, form an	Manager Development	

	<p>Aboriginal Advisory Committee to liaise with Council about matters of importance and concern to local Aboriginal people.</p> <p>4. The Consultative Committee consider the implementation of an Indigenous Employment Strategy</p>	<p>Manager Culture and Community</p>	
	<p>CGRC put in place Cultural (Aboriginal) Competency/Cross Cultural training to Council Staff and Councillors.</p>	<p>HR</p> <p>Manager Culture and Community</p>	
<p>28.11.2017 – 7.3.2.1</p> <p>22.08.2018</p> <p>17.09.2018</p> <p>26.09.2018</p> <p>17/01/2019</p> <p>4.02.2019</p>	<p>Waste Collection Services</p> <p>Waste Collection Services cont.</p>	<p>Manager Waste, Parks and Recreation</p>	<p>Council adopted for Stage 3 to commence with a schedule of works and timelines currently being prepared for staff's consideration.</p> <p>Once the schedule and estimates have been approved works will commence with council to be informed accordingly of the adopted schedule of works and timelines.</p> <p>18/6/19 update- First draft of the financial plan has been completed and review sent back to consultant for consideration. Next stage is the development of</p>

11.02.2020			<p>the Business Plan. For full details of the scope of works, timelines etc. refer to the Waste, Parks & Recreation Managers' report to the June, 2019 Council meeting.</p> <p>23/10/19 update - Draft financial plan delivered to council in September with the final plan scheduled to go to the November Council meeting.</p> <p>November 2019 - Report to November 2019 for Councils consideration</p> <p>February 2020 – report adopted in principal, report to Feb meeting seeking council approval to place the report out to the community for 3 months seeking comment.</p> <p>March – Reviewed report going to council this month.</p>
<p>31.01.2018 – 7.1.1.3</p> <p>19.06.2019</p> <p>07.2019</p> <p>12.02.2020</p>	Continue with land transfer of Inland Aircraft Fuel Depot	GM/ Manager Facilities	<p>Remediation works to be completed by Caltex prior to finalising transfer of title.</p> <p>Transfer progressing. Following up remediation work.</p> <p>Site meetings undertaken with consultants. Funding options being investigated.</p> <p>Additional funding required for site development</p>
<p>31.01.2018 – 7.1.1.4</p> <p>18.06.2019</p>	Prepare detailed design and cost estimates for Turners Lane industrial subdivision. Include budget allocation in 2018/2019 budget.	<p>GM</p> <p>Bill</p>	<p>22/03/2018 To be outsourced. An amount of \$500K has been included in budget estimates.</p> <p>Proposals being sought.</p> <p>Awarded to MJM – Designs expected Dec 18.</p> <p>Draft final civil design plans have been submitted by consultants and returned to consultants requiring</p>

			<p>some minor amendments for finalisation. Receipt of the final designs is anticipate early July, 2019.</p> <p>Works to commence in 2019/20.</p> <p>July 2019 update - Final civil design plans received. Awaiting final electrical design (anticipated mid-August). Awaiting result of funding application prior to commencement of construction.</p>
17.01.2019	Investigations to be undertaken to determine feasibility of providing a safe and accessible pedestrian pathway to link Cootamundra town centre and the cemetery on Yass Rd.	Manager Civil Works/ Road Safety Officer	<p>Long term project.</p> <p>Include in new PAMP CYCLEWAYS Plan</p> <p>Safety audit of rail overpass completed.</p>
31.07.18 – 9.2	<p>Council, in collaboration with the Muttama Creek Regeneration Group, investigate the feasibility of creating a walking track alongside sections of Muttama Creek.</p> <p><i>Council, in collaboration with the Muttama Creek Regeneration Group, investigate the feasibility of creating a walking track alongside sections of Muttama Creek. continued</i></p>	Manager Waste, Parks and Recreation	<p>Application prepared and submitted for grant funding for footpath/walking track.</p> <p>17/01/2019 update - Still awaiting response on submission. Actively seeking alternative funding options or grants as they become available.</p> <p>21/03/2019 update - Arrangements are current being arranged to meet onsite with the group to discuss future plans. Once this has been determined a report will need to be presented to council for determination and approval.</p> <p>18/06/2019 update -Any plans will need to consider the Muttama Flood Study and seek recreational opportunities.</p>

11.02.2020			<p>July 2019 update - A meeting between the group and the Waste, Parks & Recreations Manager is yet to be arranged. It is the intention to arrange a meeting for September 2019.</p> <p>November 2019 - This is still yet to happen with the current work load and this rated as a low priority action will be implemented ASAP.</p> <p>In the meantime Council is working with the Group with the existing works as and when required</p> <p>no change to date.</p> <p>March – no change</p>
Ordinary Meeting - 26 March 2019			
Item 8.1.7	Showground users group	Manager Facilities	<p>A masterplan for the Showground be prepared with staff and the Committee including the provision of a caretakers cottage.</p> <p>18/06/2019 update - Drone work complete. Being presented to users group Wednesday 19-6-2019.</p> <p>July 2019 update - Awaiting feedback from user groups.</p> <p>12.02.2020 Feb 2020-No further progress. User groups still working on requests.</p>
Item 8.4.1	NSW Public Works Advisory be invited to prepare a proposal for a concept design incorporating an optional PV arrangement to offset power costs and with the provision for future chlorine treatment should Council wish to supply treated effluent for irrigation purposes within the village.	GM/Manager Assets	<p>23/05/2019 update - Discussions with Public Works are continuing.</p>

ORDINARY MEETING - 28 MAY, 2019			
Question 8.1.10 Council Meeting Action Report	Follow up progress detailed design for Turners Lane and include in action report.	Bill	See 31.01.2018 – 7.1.1.4 on page 2
	Bridge Safety Audit Report	Manager Civil Works/ Manager Technical Services	Prepare report for June/July business paper. Ongoing. Seeking funding opportunities for bridge assessment.
8.7.2 Council Mini Bus (165/2019)	The Council Hiace mini bus be retained for a period of six months and a report on the bus's usage income and costs against the bus be prepared and submitted to the November, 2019 Ordinary Meeting.	GM	Gundagai Neighbourhood Centre manage bus Group induction for users to drive bus Provide requirements e.g. current licence, log books, user spreadsheet, booking form, data spreadsheet to collate use hours, kilometers, use contract and guidelines/limitations (if any) etc.
9.1 Notice of Motion (172/2019) 07.2019	Council investigate the feasibility of extending the Cootamundra indoor pool weekend operating hours. Further, Council undertake a review of the facility's processes and expenditure and incorporate options regarding the use of staff or contractors in the management of both the pool and stadium facilities.	GM/ Manager Waste, Parks and Recreation	No time frame was provided for a report to be submitted to Council. An independent report to be prepared at the conclusion of the trial period and with a report to be submitted for the Council consideration. The extended winter season operating hours have been implemented as per Council resolution, with the outcomes to be reported back to Council at the end of the winter pool season. A report to Council will be presented in August, 2019 indicating the cost associated with the undertaking of an independent review of the aquatic centre and stadium operations.

			<p>23/10/19 update - Associated reports will be submitted to council regarding both the trail extended hours and aquatic centre feasibility study.</p> <p><u>November 2019</u> – Report to the November council meeting.</p> <p>March – Pool and Sports Stadium now closed.</p>
ORDINARY MEETING - 25 June, 2019			
	Aside request from Cr Sheahan	GM	Provide Road Safety Audits to EA to GM & Mayor to upload to Councillor Drive.
	Access and Inclusion Committee	Manager Waste, Parks and Recreation	<p>Lift and change table in the Cootamundra pool facility.</p> <p>Adult change facility.</p> <p>23/10/19 update - MWP & R is still to follow up on this issues.</p> <p>November 2019 – waiting on Manager Facilities to come back to work to give financial details on this project.</p> <p>March – No further action as no funds available</p>
		Manager Development, Building and Compliance	<p>Disability access audit of business' with awareness programme delivered by Council staff to business owners/managers</p> <p>Starting with Council premises first.</p>

ORDINARY MEETING - 30 July, 2019			
8.1.2 Cootamundra Tourism Action Group s.355 Committee Meeting Minutes and Membership	The Manager Waste, Parks and Recreation meet with Friends of Pioneer Park to discuss improvements proposed in the Friends of Pioneer Park Management Plan, attached to the report, and report back to Council.	Manager Waste, Parks and Recreation	<p>This is pending the results of a grant submission made as part of the Stronger Community Grants R3 in October.</p> <p>November 2019 – no change, result on grant application is expected early 2020.</p> <p>March – Grant application unsuccessful no further action to be taken at this stage. The Friends group to be notified.</p>
ORDINARY MEETING - 28 AUGUST, 2019			
Item 8.1.9 Gundagai TAC Minute Recommendations	Council seeks funding for a Tuckerbox plinth for tourists to pose their dogs on for a photo as a permanent fixture at the Dog on the Tuckerbox Site.	Manager Community & Culture	<p>Seeking funding opportunities. Update to be provided at a later date.</p> <p>November 2019 – It is intended to use the proceeds of the donations received.</p> <p>Still awaiting quotation to be able to apply for funding 11.02.2020</p>
8.5.1 Pigeon Strategy Report	<p>Council prepare a fact sheet to distribute to residents and local businesses providing information on pigeon control.</p> <p>Council undertake pigeon proofing on Council assets where roosting pigeons congregate.</p> <p>Council liaise with business owners to facilitate efforts to eradicate pigeons from the CBD area and seek Expressions of Interest from pest exterminators with the intention of providing a report to Council once the information has been collated.</p>	Manager Regulatory Services	<p>12.02.2020 Manager Regulatory Services has written to the Cootamundra Development Corporation and, in turn, they have written to the local businesses regarding contributing towards a pigeon control program. A meeting to be held with interested local businesses will be arranged at the end of February.</p>

	The report and resolution be distributed to CBD businesses.		
8.10.1 Cootamundra Aquatic Centre Access	3. The cost for the installation of permanent barricades be investigated with the consideration to disabled access.	Manager Waste, Parks and Recreation	This has been completed on a temporary trial basis. <u>November 2019</u> – no change. March – Pool now closed no further action at this stage.
8.10.2 Cootamundra Aquatic Centre Independent Review	3. A further report be prepared containing any Expressions of Interest received and be submitted to Council for consideration.	Manager Waste, Parks and Recreation	Report going to Council in October 2019. <u>November 2019</u> – completed, consultants are to be engaged and works undertaken as per Council resolution, March – First draft completed will go to council workshop in April
ORDINARY MEETING - 24 September, 2019			
9.1 Notice of Motion - The Lighting Scheduled for Replacement at Fisher Park be donated to the Cootamundra Rodeo Association	The lighting scheduled for replacement at Fisher Park be donated to the Cootamundra Rodeo Association.	Manager Waste, Parks and Recreation	<u>November 2019</u> - Lights and towers will be removed and stored until collected by the Rodeo Club. All electrical works completed, tower footings completed delivery of towers and lights scheduled for November. Tower erecting and commissioning is scheduled for November early December. Project is on time, budget and quality.

			March – Lights not considered by council and Rodeo to be suitable
9.2 Notice of Motion - Cootamundra-Gundagai Local Area Traffic Committee Develop Draft Guidelines for Roadside Trailer Advertising	Council request Cootamundra-Gundagai Regional Council Local Traffic Committee develop a draft policy guidelines paper to regulate the use of advertising trailers across the local government area. Once the draft policy guidelines to regulate the use of advertising trailers has been completed a report will be prepared and submitted for the consideration of Council. The policy guidelines should commit to: a) Present a degree of fairness, reflecting Council's ongoing support for the promotion of local businesses, b) Regulate appropriate sites to protect public access and safety, c) The proposal of a fee to cover the cost of administration of the regulation of the policy guidelines, and d) Ensure the proposed fee reflect fair commercial advertising costs.	Manager Civil Works	Initial report went to November, 2019 Traffic committee to consider suitable sites
ORDINARY MEETING - 29th October, 2019			
ITEM	ACTION	STAFF	Status
8.1.1 Local Government Elections 2020	Council invite a representative from the Australian Electoral Commission to address Council and explain the costs included in the quote received for the local Government elections 2020.	GM/EA to GM & Mayor	Waiting on response from AEC to indicate their availability to attend a Councillor Workshop Elections deferred due to COVID-19

8.1.8 Gundagai Tourism Action s.355 Committee Meeting Minutes	From Minutes – council wait for outcome of SCCF 3 funding before spending \$300K	Manager Community & Culture	
8.1.9 Muttama Creek Regeneration Group s.355 Committee Meeting Minutes	Arrange meeting between s355 Committee and Manager Waste, Parks and Recreation	Manager Waste, Parks and Recreation	November 2019 – as detailed in items 31.07.18 – 9.2 March – no further action at this stage.
8.1.10 Information Bulletin Attachment 5 – Government response to IPART’s review of local government election costs	Write to the Minister for Local Government, the Hon Shelley Hancock, MP	GM/EA to GM & Mayor	
8.3.1 Friends of Old Gundagai Gaol Committee Meeting AGM Minutes	Restricted funds audit report to Council	Manager Community & Culture	Manager Community & Culture and Manager Finance to discuss to determine what is required.
ITEM	ACTION	STAFF	STATUS
9.3 Notice of Motion - Save our Recycling Campaign	4. Council write to the local State Member(s) Ms (Steph) Stephanie Anne Cooke MP, Hon Michael McCormack MP, Minister for	EA to GM &	

	<p>Energy and Environment the Hon Manager Technical Serviceshew Kean MP, Local Government Minister the Hon Shelley Hancock MP, NSW Treasurer the Hon Dominic Perrottet MP, Premier the Hon Gladys Berejiklian MP, Opposition Leader Jodi McKay MP, Shadow Minister for Environment and Heritage Kate Washington MP, and Shadow Minister for Local Government Greg Warren MP to confirm their support for recycling and outline the urgent need to educate, innovate and invest in local waste and recycling services via the Waste Levy.</p> <p>5. Council formally write to its own Youth Council advising its members of its support for the Save Our Recycling campaign and asking them to consider endorsing and sharing it with their own networks across the CGRC local government area.</p> <p>6. Council advise LGNSW President Linda Scott of the passage of this Motion.</p>	May or	
9.4 Council develop a local services preference policy detailing that, where opportunity exists, service providers, based within town boundaries are given preference should they be available, they are able to meet essential criteria and specifications and their quote or tender amount is comparative with	Council develop a Local Services Preference Policy detailing that, where opportunity exists, service providers, based within town boundaries are given preference should they be available, they are able to meet essential criteria and specifications and their quote or tender amount is comparative with other submissions received by Council.	Procurement Officer	March The Procurement Policy has been updated with reference to buying local and further information will be contained in the Procurement Procedure document to go to the April Council Meeting.

other submissions received by Council.			
ITEM	ACTION	STAFF	STATUS
ORDINARY MEETING 26TH NOVEMBER, 2019			
8.3.4 EVERYONE CAN PLAY APPLICATION - LINDLEY PARK SOUTH GUNDAGAI RESOLUTION 429/2019 Moved: Cr David Graham Seconded: Cr Charlie Sheahan	Council endorse a matched application for funding for Lindley Park South Gundagai to the Everyone Can Play Grants.	Manager Finance/ Manager Community & Culture	If grant application successful set aside funding in budget. Determine how to fund. Works in kind from what department. Discuss with relevant Managers.
8.7.2 COUNCIL MINI HIACE BUS COMMUNITY USAGE REVIEW RESOLUTION 437/2019 Moved: Cr Penny Nicholson Seconded: Cr Leigh Bowden	2. Council undertake consultation with representatives of Mirabooka to develop a fee proposal, to be included in the report, to be prepared and submitted to the Ordinary Meeting to be held Tuesday, 26th May, 2020 for the consideration of Council for inclusion in the 20/21 Fees and Charges. 3. A further report with more accurate hire details be prepared and submitted to the Ordinary Meeting to be held Tuesday, 26th May, 2020 for the consideration of Council.	Manager Civil Works/ GM	12.02.2020 Trial continuing. Report to be prepared for the consideration of Council at the Ordinary Meeting to be held 28th April, 2020
ORDINARY MEETING 10TH DECEMBER, 2019			
ITEM	ACTION	STAFF	STATUS
8.7.2 Fixing Local Roads Funding Program. RES 471/2019	Council commit to a 25% contribution to all projects submitted under the program.	Manager Finance/ Manager Civil Works/ Manager Technical Services	Reported at December 2019 meeting with nominated projects and 25% council contribution.
9.1 Notice of Motion - Council Undertake Another Volunteer	That a group volunteer induction day be advertised in January, 2020 so members of local community groups be	Manager Civil	Madlin to arrange induction process

Induction For Drivers of the Council Community Hiace Mini Bus in February, 2020 RES 479/2019	eligible to drive the Community Hiace Mini bus so as to optimise its use.	Works/ Madlin	Deferred due to COVID-19
9.4 Notice of Motion - The Cost of an Irrigation System for the Off Leash Dog Park in Hurley Street be Included in the 2020/21 Budget. RES 482/2019	That an amount of up to \$30,000 be considered within the 2020/21 Budget for an irrigation system to be installed at the Off Leash Dog Park in Hurley Street, Cootamundra.	Manager Regulatory Services	Update required March To be completed by Regulatory Services
11.2 Proposed Compulsory Acquisition Land Affecting Lots 35, 71 and 88 DP751415 and Lot 2 DP1100263 Reno Road, Gundagai RES 485/2019	1. Council make application to acquire land affecting lots 35, 71 & 88 DP 751451 and lot 2 DP1100263 under the Land Acquisition (Just Terms Compensation) Act, 1991. 2. The General Manager be authorised to sign any relevant documentation in relation to the proposed acquisition referred to in 1 above. 3. Authority be granted to affix the common seal of Council to the necessary documents.	GM	Confidential Report. Confidential update required.
11.4 Proposed Acquisition by Cootamundra-Gundagai Regional Council for Bangus Quarry Remediation Project - Late Report RES 487/2019	1. Council approve the acquisition of Crown land Lot 7300 DP1149008 and Lot 7004 DP1028797 for the Bangus Quarry Remediation Project. 2. The General Manager be authorised to sign any relevant documentation in relation to the proposed acquisition referred to in 1 above. 3. Authority be granted to affix the common seal of Council to the necessary documents. 4. Upon acquisition by Council the land be classified as operational.	GM	Confidential Report. Confidential update required.
ORDINARY MEETING 28TH JANUARY, 2020			
ITEM	ACTION	STAFF	STATUS

8.1.7 Tender - Town Entry Signs, Cootamundra and Gundagai RES 012/2020	That the Tenderer, Gundagai Constructions be advised of the resolution of Council.	Manager Business	Update required by Procurement Officer
8.1.8 The Response to the New Risk Management and Internal Audit Framework for Local Councils in New South Wales RES 013/2020	Council make representations to Member for Cootamundra, Steph Cooke MP and the Office of Local Government in relation to the unfairness of the fees required to be paid by Council for the Audit, Risk and Improvement Committee.	Manager Business	CGRC contributed to representations provided by REROC to the Office of Local Government. Letter to Steph Cooke MP outstanding.
8.1.13 s.355 Committee Update RES 018/2020	Council dissolve the Cootamundra Concert Band s.355 Committee, for reasons detailed in the report.	Manager Business	Correspondence be sent to the Cootamundra concert Band informing them of the resolution of council Correspondence has been sent to the Cootamundra concert Band informing them of the resolution of council Complete
8.1.15 Cootamundra Tourism Action Group Section 355 Committee Minutes of meeting held 15 January 2020 RES 020/2020	<ol style="list-style-type: none"> 1. That appropriate grant funding be acquired to develop a specific agri-tourism and regional tourism tours strategy for the Gundagai and Cootamundra region which develops rural, agriculture, food tourism and experiential tourism opportunities through the collaboration between Council, Local businesses and producers. 2. That Council seek an appropriate funding arrangement to ensure the position of Economic Development and Tourism Officer in Cootamundra, continues beyond the current one year term which ends in November, 2020. 	Manager Culture and Community	No update available to date

8.1.16 Gundagai Tourism Action Section 355 Committee RES 021/2020	Council seek permission from Transport for New South Wales to locate a variable message sign on the northern side of Gundagai, with the intention of encouraging south bound motorists to Stop, Revive, Survive in Gundagai.	Manager Culture and Community	Anthony Carroll taking to February, 2020 traffic committee
0.1 Finance			
8.2.1 December 2019 Quarterly Budget Review Statement RES 025/2020	A report on the funding of Cootamundra Water Mains Replacement Program be prepared and submitted to the Ordinary Meeting to be held 25 th February, 2020.	Manager Finance	A report on the funding of Cootamundra Water Mains Replacement Program be prepared and submitted to the Ordinary Meeting to be held 25 th February, 2020.
Ordinary Meeting February, 2020	Action	Manager	Update
Jan 2020 resolution 034/2020	The Motion to Review the 2019/20 budget with relation to staff and Councillor development with the view to allocate funds in the 2020/21 Budget was deferred until the Ordinary Meeting to be held 25 th February, 2020 to source benchmark funding information to then be provided for the information of council at the Request of Cr Graham and with the approval of Cr Nicholson	Manager Finance	
8.3.1 Recreational Needs study public consultation (066/2020)	<ol style="list-style-type: none"> 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. 	Manager Culture and Community	
8.3.2 Drought communities program (067/2020)	Applications be prepared and submitted through the Drought Communities Program for the Gundagai Main Street Development Stage Two (2) and Parker Street Cootamundra Upgrade.	Manager Culture and Community	

Ordinary Meeting March, 2020	Action	Manager	Update
8.1.4 Cootamundra Showground Users Group s355 Committee Minutes 18 th march, 2020	Tree dropping limbs on to private property bordering the ground be removed.	Manager Waste, Parks and Recreation	
8.1.6 Minutes of the Gundagai Tourism Action s355 Committee Meeting February 2020	Council look at options for funding a speaker system to be purchased and installed in Sheridan Street that has the capacity to play a local radio station and can be utilised for events	T and ED Officer	
8.2.2 Presentation of Audited Financial Statements	Send letter of thanks to Mr Brad Bohun		Complete
8.2.4 Grader Finance	Loan to be arranged to finance purchase of the grader	Manager Finance	complete
8.6.2 Stockinbingal Sewerage Scheme	1. Engage Public Works to prepare business case 2. An application be made under the sage and secure water program for funding towards a detailed design.	B Moore	

8.1.6 MINUTES OF THE COOTAMUNDRA TOURISM ACTION GROUP S355 COMMITTEE MEETING HELD 5 MARCH 2020

DOCUMENT NUMBER	325867
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	Nil

RECOMMENDATION

1. That the Minutes of the Cootamundra Tourism Action Group s355 Committee held 5th March, 2020, and partially considered by Council at the Council Meeting of 31st March, 2020, be received and noted.
2. Council confirm Committee Membership of Dotti Le Sage and Hans Bruitzman on the Cootamundra Tourism Action Group s355 Committee.

Introduction

The Minutes of both the Annual General Meeting and Ordinary meeting of the Cootamundra Tourism Action Group s355 Committee, both held 5th March, 2020, were omitted from the last Council meeting agenda. One item of business from the Ordinary meeting was discussed and resolved.

Discussion

The purpose of this report is to note the other items, note the impact of COVID-19 on funding recommendations, and confirm the Membership of two new Committee members.

8.1.7 INFORMATION BULLETIN

DOCUMENT NUMBER	325889
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>4.3 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. Managing Fraud and Corruption Risks During the COVID-19 ↓ 2. Stories in Time of COVID-19 ↓

RECOMMENDATION

The Information Bulletin and correspondence, attached to the report, be received and noted.

Introduction

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



Office of
Local Government

Circular to Councils

Circular Details	20-13 / 22 April 2020 / A698229
Previous Circular	20-06 Novel Coronavirus (COVID-19) Development Updates
Who should read this	General Managers / Council governance staff
Contact	Council Governance Team / (02) 4428 4100 / olg@olg.nsw.gov.au
Action required	Information

Managing fraud and corruption risks during the COVID-19 pandemic

What's new or changing?

- Councils have been required to dramatically change the way they function in response to the COVID-19 pandemic. Councils are also increasingly turning to web conferencing systems to connect online and to share and transfer files and information.
- Two new resources have been issued to assist Government agencies (including councils) to manage the fraud and corruption risks associated with these changes to their operations:
 - the NSW Independent Commission Against Corruption's (ICAC) [Managing corrupt conduct during the COVID-19 outbreak](#), and
 - the Australian Cyber Security Centre's [Web Conferencing Security](#).
- Councils are encouraged to consider these resources and to make any necessary changes to their operations and internal control framework in response to the guidance provided in them.

Key points

- The risks of opportunistic and systemic fraud and corruption can become more prevalent during periods of significant disruption such as the current COVID-19 pandemic.
- To assist agencies to address this risk, ICAC has issued *Managing corrupt conduct during the COVID-19 outbreak*. This provides guidance on fraud and corruption risks associated with:
 - working from home
 - procurement and purchasing
 - cyber fraud and online hoaxes, and
 - stimulus funding and new programs.
- The Australian Cyber Security Centre has also issued guidance on *Web Conferencing Security*. This provides guidance on the use of online web conferencing and collaboration tools and the management of associated privacy, security and legal risks.

Where to go for further information

- Managing corrupt conduct during the COVID-19 outbreak* is available [here](#).
- Web Conferencing Security* is available [here](#).
- Councils can subscribe to the Australian Cyber Security Centre's Stay Smart Online Alert Service [here](#) for automatic updates on emerging online security threats.
- Email Mr Lewis Rangott, Executive Director, Corruption Prevention, ICAC, at lrangott@icac.nsw.gov.au for more information about how to manage fraud and corruption risks in your council.
- Report any suspicion of fraud or corruption to ICAC at icac@icac.nsw.gov.au.

Tim Hurst

Deputy Secretary, Local Government, Planning and Policy

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**AUSTRALIAN LOCAL
GOVERNMENT WOMEN'S
ASSOCIATION
NEW SOUTH WALES BRANCH**

**HOW ARE YOU COPING?
SHARE YOUR STORY--
SUPPORTING EACH OTHER**

Sharing Stories in the Time of COVID 19 - 2020

The Australian Local Government Women's Association of NSW (ALGWA NSW) is taking the initiative of reaching out to our membership across the state, asking them to share their stories, personal and professional, about how they are dealing with this lockdown in our communities and our homes. First cab off the rank is our President Cr Cassandra Coleman, Lithgow City Councillor



Cr Cassandra Coleman Lithgow City Councillor, President ALGWA NSW, Gathering Wood, Surviving COVID19

"We'll meet again, Don't know where, don't know when, But I know we'll meet again some sunny day."

These are the Lyrics from We'll Meet Again, a 1939 British song made famous by singer Vera Lynn. This song is one of the most famous of the Second World War era and resonated with soldiers going off to fight, as well as their families and sweethearts.

Australia is also at war, but the enemy can't be seen and our most vulnerable are the most disadvantaged. Covid19 is yet to hold one of my friends or family members to ransom and I am very grateful. But I do want to curse it to the moon and back.

Being the extrovert I am, being the social butterfly that I am, my wings have definitely been clipped. I am permanently working from home and I only leave the house once or twice a week. I am starting to struggle with loneliness that comes hand in hand with self-isolation.

Even though I live on property with the option of talking to the birds, sheep, the pet cat Belle- Belle and dog Bundy, nothing replaces human interaction. Visiting my local butcher in Portland has become the highlight of my week.

I acknowledge that we are all different and people cope differently; social contact helps me to cope with stress, anxiety and important changes in my life, which is very important for my mental health.

So Zoom, Facebook, Skype and 3CX Web meetings have become my best friends, my lifeline to the outside world. The ABC is also a very important part of my everyday life, I enjoy watching the breakfast show while typing on my keyboard. I have also discovered ABC Country Radio channel on my Television which I listen to after 9am. Netflix is definitely getting a workout during the evening.

I find that I also enjoy, irrelevant of the weather, bringing in wood. Funnily, it gives me a purpose in life heading into winter, it has become part of my things to do list, which helps me deal with life day to day, but more importantly my mental health

.As a Lithgow councillor, I am utilising all social media platforms to communicate with my community, demonstrating that I am still here and that I care. I believe that Councillors have an important role to play and have a responsibility to help reinforce State and Federal information and regulations. We in Local Government provide support, additional information, hope and reassurance to those who elected us. Emotional intelligence is the key to our strength. We are the community leaders, needed in a times of crisis and uncertainty.

As President of ALGWA NSW, I feel that it is important we share our stories, reach out to our members and other women involved in Local Government and support those who are working hard to provide their communities with leadership in a very personal way.

If you have a story you would like to share about how you are dealing with pandemic COVID 19 and the lockdown, please contact us: algwaorg@gmail.com

Cr Marianne Saliba, Mayor of Shellharbour City, ALGWA National President, ALGWA NSW Immediate Past President, is balancing many roles during COVID 19 Lockdown



As the Mayor of Shellharbour City, I have found the balance between keeping our staff and community safe and maintaining our presence in the community quite a challenge.

On one hand we have closed libraries, sports facilities, swimming pools, play equipment, outdoor gyms, our administration and community facilities, but at the same time our involvement within the community has increased in other ways.

Each day council provides any new information that needs to be passed on. Staff continue to work from remote locations, development applications continue to be assessed, our outdoor staff continue to keep our parks and open spaces mowed and capital works projects continue to be built.

We are thankful for the \$16.4mil regional funds provided for works at the airport will keep local sub-contractors employed. So it is business as un-usual.

From a personal perspective, as an extrovert, I am feeling the cabin fever with self isolation except for essential needs. I am keeping my sanity by checking in with friends and family through social media, teleconference calls and the good old fashioned telephone.

Stay safe, stay healthy and stay home.

**ALGWA NSW Conferences have been moved ahead by twelve months due to COVID19
ALGWA NSW Conference 2021 will be hosted by Mayor Cr Marianne Saliba and
Shellharbour City Council. Date to be confirmed.
ALGWA NSW is liaising with Fairfield Council, which was due to host the Conference in
2021, hoping to confirm a date for 2022.**

Cr Joanne McCrae, Orange City Councillor and GP is Courageously Saving Lives in This Pandemic



Cr Joanne McCrae liaised with **ALGWA NSW President Cr Cassandra Coleman** and members of the ALGWA NSW Executive to organise an ALGWA NSW Forum in Orange, Getting Women Elected, to encourage and support women in Orange and the region to stand in the Local Government elections. The Forum was hosted by Orange City Council and **Orange City Mayor Cr Reg Kidd** and attended by forty women. The Executive members of ALGWA NSW present Forums across the state in rural and metropolitan areas prior to every NSW Local Government election.

Cr Joanne McCrae, with Maisie and Peggy helping her get some downtime.

I'm a first term councillor with Orange City Council and we've just had this term extended by at least a year. I am the only woman on Council, and with support from ALGWA, I have been encouraging other women to consider standing in September 2020. I feel really sad to see the enthusiasm and hard work of potential councillors and supporters paused.

A few weeks ago I noticed how my community was beginning to struggle with Covid-19. So from 18 March I started doing short morning Facebook-live videos to provide a different focus each weekday – something generally positive, or interesting; things like checking on your neighbours, how to support local businesses, asking kids for input, or just reminding people of different ways to stay in touch, or where to get reliable information on Covid-19. It was a good way for me to focus myself for the start of each day. I've had some nice feedback, but I'm not sure how long I can sustain this positivity.

I feel increasingly isolated as the only woman on council. The visual reinforcement is hard to avoid; we have held our first virtual meeting of councillors and staff. Being the only female face on a screen of 14 boxes made me feel really insignificant. Close ups of moustaches and bald heads on small screens doesn't help.

I feel guilty that as councillor I am still receiving the usual allowance, although the majority of our active work has disappeared – no community committees, no meetings, and no events to attend. I have asked via our CEO whether councillors could opt for fees to go to casual staff with reduced hours, or contribute these funds back to council projects in some way, but I haven't had a reply. I have started donating my \$400 per week to local charities. I feel like it's doing more good going back to the community, as so many people in our community are under stress. So far I have focused on local FoodCare and Domestic Violence services. It helps me feel like I'm doing something to assist others. I still have a day-job, and I'm ok.

[cont...]

As my 'day-job', I run a GP medical practice; my Dad is a long-serving GP. I'm at work more than I have ever been. I worked 24 days straight; but on Monday I burst into tears and realised I needed a break. It was nice to have a whole day off. Our team of receptionists, nurses and doctors are working very well together, adjusting to changes in their workplace conditions, managing patients and adapting to frequent changes in Medicare and government regulations. We are incredibly busy – busier than usual. We have been struggling to get the basic supplies we need to work safely – PPE, hand sanitizer, handwash, paper towel and toilet paper have been difficult to source. I am really worried about my team getting sick, and I worry about how I can best protect them from Covid-19. I'm receiving regular updates from NSW Health, the AMA, RACGP, Primary Health Network about Covid-19, impacts and preparedness – many daily emails. I've been spending up to 10 hours a day on reception answering phones, as well as my normal business management role which is usually behind the scenes, and also trying to chase up basic supplies to keep our doors open. I've lost 4kg in the last 3 weeks, probably due to stress. My wife works for health, and she is involved in daily meetings regarding infection control, as well as overall district updates. In our home it is hard to get away from Covid-19 preparedness, govt responses or worst-case fears for our parents and family members who are more vulnerable to Covid-19. I am trying to walk our 2 young puppies regularly to give me exercise and get some fresh air and sunshine.

Usually I can juggle work around Council commitments, and I have generally prioritised council matters as an elected community representative. At the moment, work is extremely demanding and is where I need to devote my time and energy to have an impact. It is fortunate that council is less demanding of my time at the moment, but also frustrating that I am not listened to by my peers when we do meet. I feel I am well-informed, yet my opinions don't seem to hold any weight amongst most of my fellow councillors. It is very frustrating to not feel heard.

I admit, I am really struggling as an elected community leader during this pandemic. I am not 'locked down' at home, because I run a business which is on the frontline of health care. I am doing the best I can to keep my staff safe, look after our patients and be responsive and flexible in changing times. I am trying to remain positive and give confidence to the community I am a part of, and keep up my civic leader responsibilities as best I can. It's tough

.
Thanks for asking is the first time anyone outside my immediate circle of friends has asked how I am going during Covid-19. Thanks ALGWA.

How are you going during this pandemic? Share your story to support yourself and others. Are you OK?
algwaorg@gmail.com

Cr Wendy Waller, Mayor of Liverpool City, is Leading her Community and Home Schooling in Challenging Times



Hi my name is Wendy Waller I'm the Mayor of the City of Liverpool.

We have a population of over 220,000 people.

Like most of our residents my family is self isolating, working from home and home schooling. In fact, due to illness, I've been working from home since the 4.2.20.

Both my husband and myself are taking this situation very seriously, so we keep our kids and us safe during this difficult time. So have most of our residents.

Council is trying to assist local businesses as much as they can by assisting with information about financial entitlements or linking various businesses with other stakeholders.

We've now celebrated a wedding anniversary and three birthdays while socially isolated. We are using technology to keep in touch with other family members which we are sure other folk are doing as well. Even family members overseas.

We are finding home schooling a bit of a challenge. My husband ventures out and does the shopping with a shopping list of course. We are doing OK considering, but it's understandable people will be experiencing raised anxiety and stress. Unfortunately, some folk, because of their isolation or mental health issues, could be struggling with the current situation and would probably need extra support. We are also ensuring through council there is food for those who are homeless or sleeping rough. It's important we don't leave anybody behind.

With Easter nearly upon us it will cause us to reflect on our families and communities.

Please stay safe.

Cr Anne Napoli of Griffith City Council is Caring for her Family and her Community Whilst in Isolation.



I chose to isolate with my husband and son about three weeks ago. The reason is my son has a disability and therefore vulnerable. It is hard, but necessary.

I am lucky in so many ways compared with other Carers who also have to isolate and to listen to their stories is heartbreaking, especially for those that live in the city. Their services have been cut out completely or cut back. They cannot go to the supermarket to buy groceries because they cannot leave their loved ones alone. They may phone for an order, but it will not be delivered. There are essential provisions they can not get, like toilet paper.

Most Primary Carers are women and unpaid, a high percentage of them are ageing and caring for their son or daughter with a significant disability.

How can we help them? I try to share positive posts on Facebook or make a phone call to those I know to have a little chat and ask if they need anything.

As for my Council, Griffith City Council, we had our first workshop last night on Zoom. It was better than I expected. Our future Ordinary Council Meetings and Workshops will be on Zoom, at least until the restrictions are lifted. All our Committees have been put on hold for now.

I am concerned about the economic and health impact these uncharted times will have on our communities.

As for me personally, I try every day to stay positive, especially for my husband and son. I need to keep up my son's therapy and keep him motivated. We have no more services or help coming in. We also need to keep up the care of my 89 year old mother-in-law. All is good, we are coping. Best wishes to everyone.

Cr Sera Yilmaz of Fairfield City Council Worried About COVID 19



If a world-renowned fortune teller was going to tell me that in 2020 a global disease would require us to be in lockdown, destabilise the economy, result in the loss of thousands of jobs, and require me to work from home, unable to see my boyfriend, I would not have believed it.

Although I am happy, safe, healthy, working from home, lucky enough to have some form of stable income, I can't help but feel somewhat depressed at how restricted my life has become, and how we take for granted such basic freedoms. It has made me appreciate the world much more, and sympathise on a deeper level with many, who even in the good days, have their basic freedoms taken away from them.

It was just 4 months ago I was enjoying the Christmas with my family, and returning from a 7-day break in New Zealand. I remember feeling fine upon my arrival, but at 3am on the first night back to Sydney, I had severe body aches and a high fever, with a very sore throat and unstoppable shivering. Because it was so sudden, I went to the 24 hr Doctor immediately.

The Doctor informed me it looks like a virus and to see if I could fight it off. It got worse the next 2 days, resulting in phlegm in my chest, and losing my voice completely. I returned to the Doctor who gave me antibiotics, although it took 2 weeks for me to fully recover. This was in the first week of January; a few weeks before any media discovery was made about this diabolical disease. It could have just been a common virus that I had, but now when I look back, it felt very different; it came on suddenly, debilitating me, and I could not go to work for several days. I guess I will never know what it truly was.

I am shocked about the unfolding situation to say the least, and at the same time, I feel lucky to be in Australia: particularly in the Local Government Area of Fairfield, where currently, there are 21 Covid-19 cases, with no new cases reported thus far at the time of me writing this (less than many of the surrounding local government areas). I know that nationally the curve is flattening, but we have a long road ahead of us in maintaining this, especially now that we face the upcoming flu season of winter, where Covid-19 thrives.

As a local Councillor, I am proud to be part of our council's initiative in developing a register of local vulnerable people, that we can connect to vital support services during this time, as well as a register of volunteers to assist. We are doing as much as we can to encourage residents to support local businesses through our 'Discover Fairfield Program,' as well as subsidising child care, and providing members free access to e-books through the library, as well as e-newspapers, movie streaming and more.

Thanks to the fourth industrial revolution, I continue my work and leadership duties through the virtual reality world, having several meetings on Zoom, going back and forth with emails and ensuring I am up to date with all that I need to be. My roles, duties and commitment to our residents have not diminished due to this virus and I encourage anyone who needs assistance through this time, or even those who want to have a chat to get out of their daily mind space, to contact me. No one promised us that life was going to be easy, and I know that together, we will get through this.

JOINING ALGWA IS EASY AND MEMBERSHIP IS TAX DEDUCTIBLE

- Individual membership is \$80 pa available to all women elected to, employed in, or interested in Local Government.
- Benefits include discounts for all ALGWA NSW Conferences, forums, programs, eligibility to vote at the AGM at conference and to stand for election to the ALGWA NSW Executive.
- Associate membership is \$40 pa available to all those interested in supporting women in Local Government.
- Council membership is \$275 available to all NSW councils.

Methods of payment:- are available online
www.algwa.org.au

**Step 1: Download and fill in membership
application form**

**Step 2: PayPal– direct link to PayPal on
ALGWA NSW website. Either as a PayPal
member or guest.**

**By Cheque- Download and print your
membership application and post with
cheque made payable to Treasurer
ALGWA NSW**

**Postal Address: The Treasurer, ALGWA
NSW, PO Box 61, Muswellbrook, 2333
Email: algwa.treasurer@gmail.com**

**ALGWA NSW is the state's peak
representative body for women
who are involved or interested in
Local Government**

**ALGWA NSW promotes women
in Local Government through:**
Advocacy
Advice
Action

ALGWA Executive Committee



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8.2 FINANCE

8.2.1 BORROWING FOR COOTAMUNDRA WATER MAINS REPLACEMENT

DOCUMENT NUMBER	325955
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	\$4,000,000 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

Council give authority to the General Manager to execute the loan application with Commonwealth Bank of Australia.

Introduction

Council's 2019/20 Operational Plan provided for a substantial programme of water main renewal to be funded by borrowings of \$4,000,000 from Tcorp.

Discussion

Following a protracted application process, the application to borrow the funds was rejected by Tcorp. Cash reserves are insufficient to fund the works, while maintaining sufficient working capital for other significant projects, including the Gundagai Sewerage Treatment Plant replacement.

Commonwealth Bank of Australia have offered an extremely competitive interest rate of 2.51%pa fixed, with semi-annual repayments.

8.2.2 INVESTMENT REPORT - MARCH 2020

DOCUMENT NUMBER	325956
REPORTING OFFICER	Tim Swan, Manager Finance and Customer Service
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.3 Cootamundra-Gundagai Regional Council is a premier local government Council
FINANCIAL IMPLICATIONS	Council's investment income for March 2020 was \$18,133.48, 35% under the budgeted figure of \$27,985.00.
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. March 2020 Investment Report ↓

RECOMMENDATION

That the Investment Report as at 31 March 2020 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 March 2020 have produced interest of \$18,133.48, 35% below the adjusted budget.

Some analysis was provided at the Ordinary Meeting held 25th February, 2020 to demonstrate the causes of the poor returns. Interest rates have continued to fall, with the benchmark going from 0.9% in February to 0.5% in March. A further downgrade in the upcoming Quarterly Budget Review will be required.

INVESTMENT REPORT

As at: 31-03-20



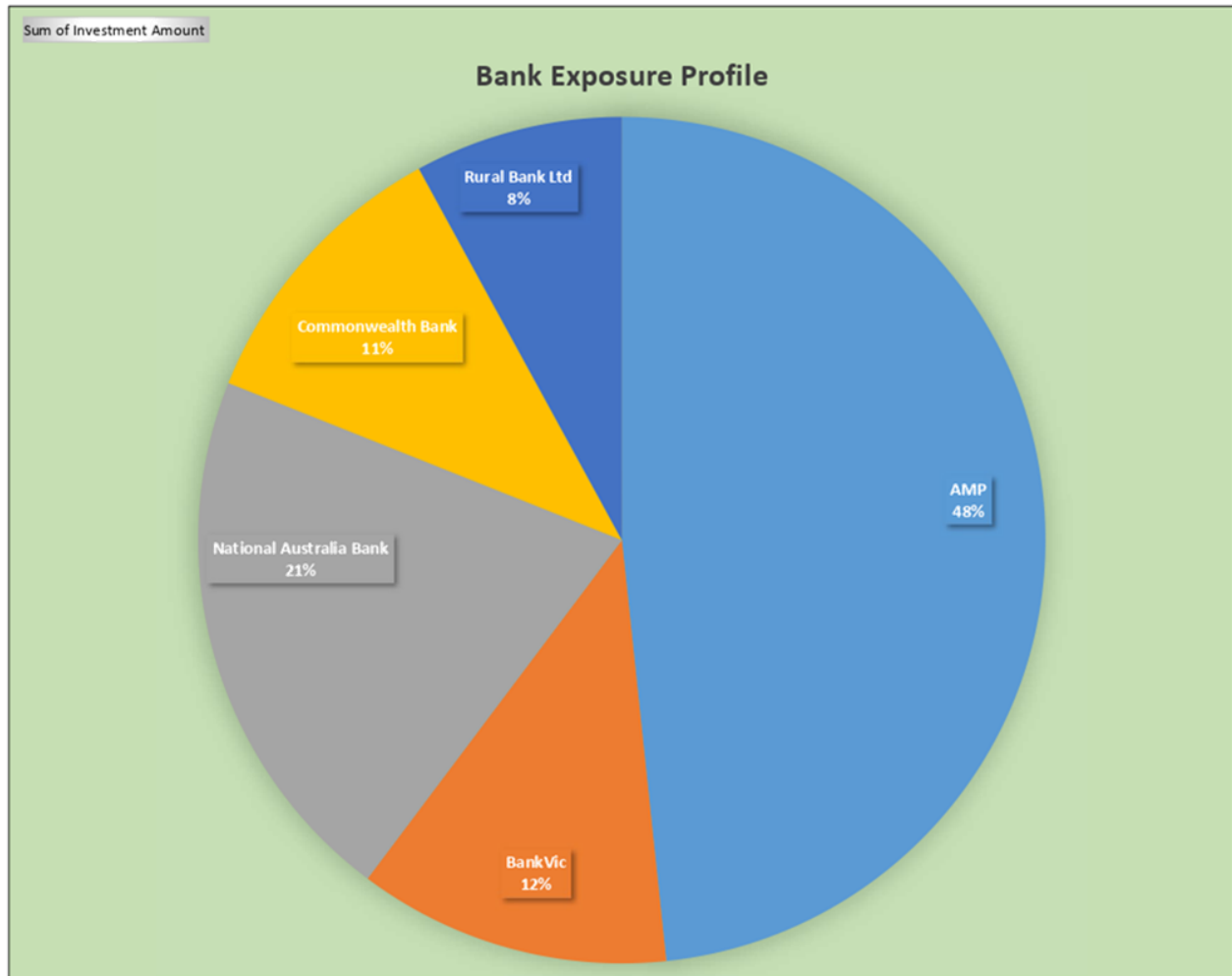
Date Invested	Interest Rate	Term Days	Investment Amount	Held With	Interest	Maturity Date
2 Oct 2019	1.75%	181	\$2,027,575.34	AMP	\$ 3,013.59	31 Mar 2020
21 Jan 2020	1.60%	91	\$2,583,572.10	National Australia Bank	\$ 3,510.83	21 Apr 2020
28 Jan 2020	1.60%	91	\$1,003,989.04	Rural Bank Ltd	\$ 1,364.32	28 Apr 2020
28 Jan 2020	1.60%	97	\$1,505,983.56	BankVic	\$ 2,046.49	4 May 2020
11 Feb 2020	1.80%	182	\$3,072,746.34	AMP	\$ 4,697.51	11 Aug 2020
19 Feb 2020	1.90%	181	\$1,000,000.00	AMP	\$ 1,613.70	18 Aug 2020
		AC	\$1,332,058.70	Commonwealth Bank	\$ 273.43	At Call
		BOS	\$55,795.52	Commonwealth Bank	\$ 1,583.96	At Call
		AC	\$42,898.78	National Australia Bank	\$ 29.65	At Call
Total			\$12,624,619.38			
Matured in Report Month						
Totals					\$ 18,133.48	

Budgeted Interest for Month	\$ 27,985.00
Combined Interest Rate	1.72%
BBSW Benchmark Rate	0.5302%

This report is produced in accordance with section 625 of the local Government Act 1993 and all Investments have been made in accordance with the Act, the Regulations and council's investment policy.

Signed

Tim Swan
Responsible Accounting Officer



8.2.3 MONTHLY FINANCE REPORT

DOCUMENT NUMBER	325957
REPORTING OFFICER	Tim Swan, Manager Finance and Customer Service
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.1 Decision-making is based on collaborative, transparent and accountable leadership
FINANCIAL IMPLICATIONS	Regular monitoring of Council's finances will ensure that any issues are identified in a timely manner.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Finance Report March 2020 ↓

RECOMMENDATION

That the Monthly Finance Report for be received and noted.

Introduction

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

Discussion

Overall expenditure remains on budget. Income is under budget, largely due to delays in the construction of the Gundagai Sewerage Treatment Plant and the associated capital grants. While over half of the income for this project will need to be deferred until 2020/21, it is anticipated that the completion of the majority of SCCF projects will enable final invoices to be raised.

Monthly budget variance report
Consolidated
Period ended 31 March



	Year to date actual				Consolidated total	Consolidated budget	Balance remaining	% of annual budget	Comments
	General	Waste	Water	Sewer					
Revenue									
Rates and annual charges	7,362,351	2,091,804	1,186,260	1,511,584	12,151,999	13,020,211	868,212	93.33%	
User charges and fees	2,947,221	193,095	2,026,684	430,417	5,597,416	8,280,772	2,683,356	67.60%	
Interest and investment revenues	274,813	6,159	19,253	8,292	308,518	497,517	188,999	62.01%	
Other revenues	513,767	-	4,939	-	518,706	519,740	1,034	99.80%	
Operating grants and contributions	4,400,323	69,406	53,677	51,539	4,574,944	8,079,205	3,504,261	56.63%	
Capital grants and contributions	446,471	-	-	-	446,471	15,859,165	15,412,694	2.82%	Adjustment planned for March QBR for STP grant income deferral
Internal Plant hire	2,235,585	-	-	-	2,235,585	3,420,000	1,184,415	65.37%	
Internal Overheads	-	-	-	-	-	2,278,576	2,278,576	0.00%	
Internal Easements	-	-	-	-	-	1,464,950	1,464,950	0.00%	
Total revenue	18,180,532	2,360,464	3,290,813	2,001,831	25,833,640	53,420,136	27,586,496	48.36%	
Expenditure									
Employee costs	7,956,841	361,199	483,980	387,863	9,189,883	12,279,857	3,089,974	74.84%	
Borrowing costs	46,304	-	-	-	46,304	183,823	137,519	25.19%	
Materials and contracts	8,514,682	1,125,654	1,906,025	286,958	11,833,319	12,782,221	948,902	92.58%	
Plant hire	1,366,341	148,618	61,697	44,581	1,621,237	2,686,202	1,064,965	60.35%	
Other expenses	2,936,156	6,209	132,354	145,558	3,220,277	3,588,112	367,835	89.75%	Includes annual expenses such as insurance, rates, subscriptions.
Internal Overheads	-	-	-	-	-	2,278,576	2,278,576	0.00%	
Internal Easements	-	-	-	-	-	1,464,950	1,464,950	0.00%	
Total expenses	20,820,323	1,641,680	2,584,056	864,961	25,911,020	35,263,741	9,352,721	73.48%	
Net result	(2,639,791)	718,784	706,757	1,136,871	(77,380)	18,156,395	18,233,775		

Business Unit Summary - Operating

Period ended 31 March



	Income				Expenditure				Comments
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	
Development, Building and Compliance	254,824	384,120	129,296	66.34%	531,529	1,315,066	783,537	40.42%	OK
Regulatory Services	452,416	644,190	191,774	70.23%	779,643	1,099,122	319,479	70.93%	OK
Community and Culture	276,006	267,041	(8,965)	103.36%	1,201,955	1,392,227	190,272	86.33%	PO's raised for full year.
Business Services	22,465	12,280	(10,185)	182.94%	1,623,338	2,125,847	502,509	76.36%	OK
Finance and Customer Services	9,488,397	16,556,739	7,068,342	57.31%	1,140,255	2,086,194	945,939	54.66%	OK
Executive Office	(171,623)	10,000	181,623	-1716.23%	2,360,830	3,372,456	1,011,626	70.00%	Overlap between Operations Mgt, Works & Tech. Services. Fully separated for 2020/21.
Operations Management	2,409,885	5,568,349	3,158,464	43.28%	2,288,547	1,175,322	(1,113,225)	194.72%	See executive. Grants invoice being prepared.
Facilities	290,041	252,940	(37,101)	114.67%	945,102	1,383,492	438,390	68.31%	OK
Recreation	313,579	187,392	(126,187)	167.34%	1,712,496	1,720,677	8,181	99.52%	Expenditure being reviewed.
Technical Services	387,708	515,991	128,283	75.14%	1,337,988	2,079,033	741,045	64.36%	OK
Civil Works	1,781,549	3,366,180	1,584,631	52.92%	3,998,861	5,547,993	1,549,132	72.08%	Several major debtor invoices to be processed.
Asset Management	2,675,284	3,795,080	1,119,796	70.49%	2,899,779	3,300,691	400,912	87.85%	Expenditure includes termination payment that skews percentage. Plant income a concern.
Waste Services	2,360,464	2,458,338	97,874	96.02%	1,641,680	2,092,687	451,007	78.45%	OK
Water	3,290,813	4,224,467	933,654	77.90%	2,584,056	4,073,219	1,489,163	63.44%	OK
Sewer	2,001,831	15,177,029	13,175,198	13.19%	864,961	2,499,715	1,634,754	34.60%	QBR adjustment required to defer STP grant income.
Total	25,833,640	53,420,136	27,586,496	48.36%	25,911,020	35,263,741	9,352,721	73.48%	

Capital expenditure



	YTD	Budget	Variance	%	Comments
Capital income					
Proceeds from sale of plant	450,405	696,500	(246,095)	64.67%	
Proceeds from sale of property	215,582	-	215,582	0.00%	
Sports facilities capital income			-	0.00%	
Stormwater capital income			-	0.00%	
Roads capital income			-	0.00%	
Water capital income			-	0.00%	
Sewer capital income			-	0.00%	
Waste capital income			-	0.00%	
Other capital income			-	0.00%	
Total Income	665,987	696,500	(30,513)	95.62%	
Capital expenditure					
Plant and equipment	1,370,650	2,484,000	(1,113,350)	55.18%	
Office equipment	33,393	40,000	(6,607)	83.48%	
Buildings	354,084	210,000	144,084	168.61%	QBR adjustment required.
Land improvements	222,275	25,000	197,275	889.10%	QBR adjustment required.
Major projects	5,283,634	5,920,226	(636,592)	89.25%	
Roads, bridges and footpaths	3,038,134	4,290,000	(1,251,866)	70.82%	
Stormwater drainage	460,170	-	460,170	0.00%	
Recreation assets	22,326	-	22,326	0.00%	
Parks and Gardens	91,614	-	91,614	0.00%	
Waste Services	22,777	-	22,777	0.00%	
Water supply network	3,882,245	4,000,000	(117,755)	97.06%	
Sewerage network	2,962,768	12,856,000	(9,893,232)	23.05%	QBR adjustment required.
Other assets	-	-	-	0.00%	
Total Expenses	17,744,070	29,825,226	(12,081,156)	59.49%	
Net capital expenditure	17,078,083	29,128,726	(12,050,643)		

8.2.4 MARCH 2020 MAJOR PROJECTS PROGRESS REPORT

DOCUMENT NUMBER	325815
REPORTING OFFICER	Paul Woods, Executive Director - PMO
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.3 Cootamundra-Gundagai Regional Council is a premier local government Council
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Updated Project spreadsheet ↓

RECOMMENDATION

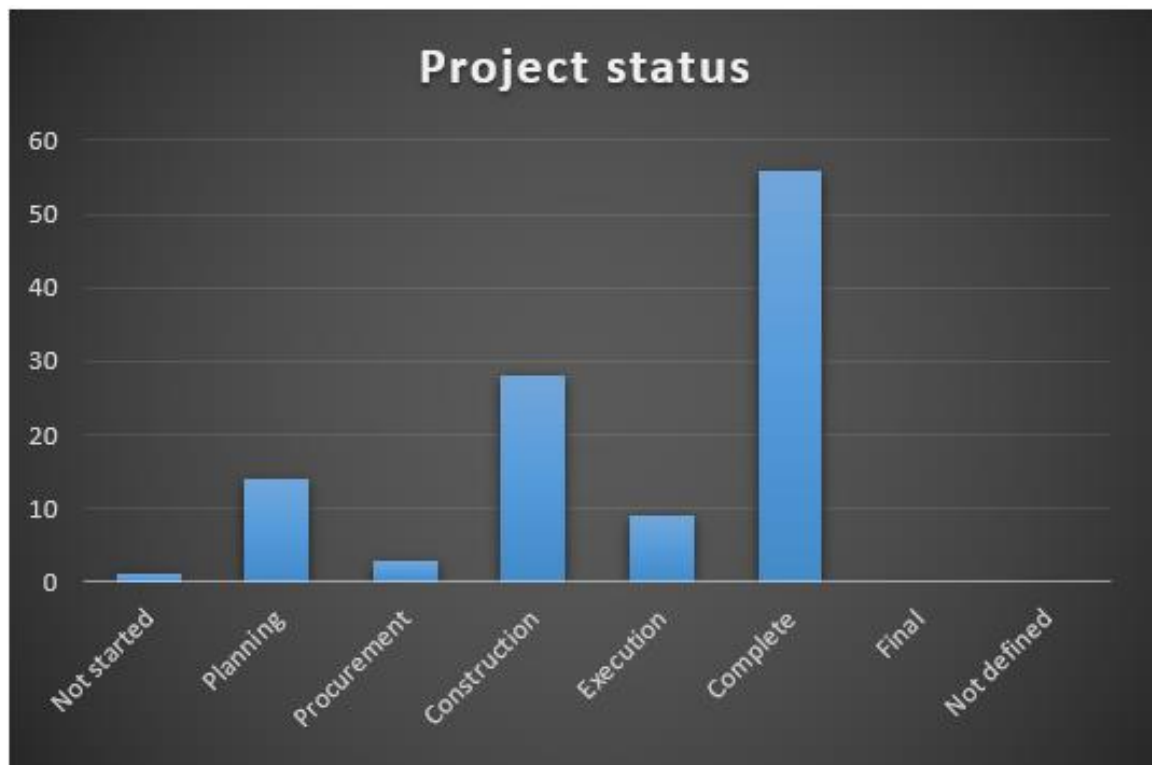
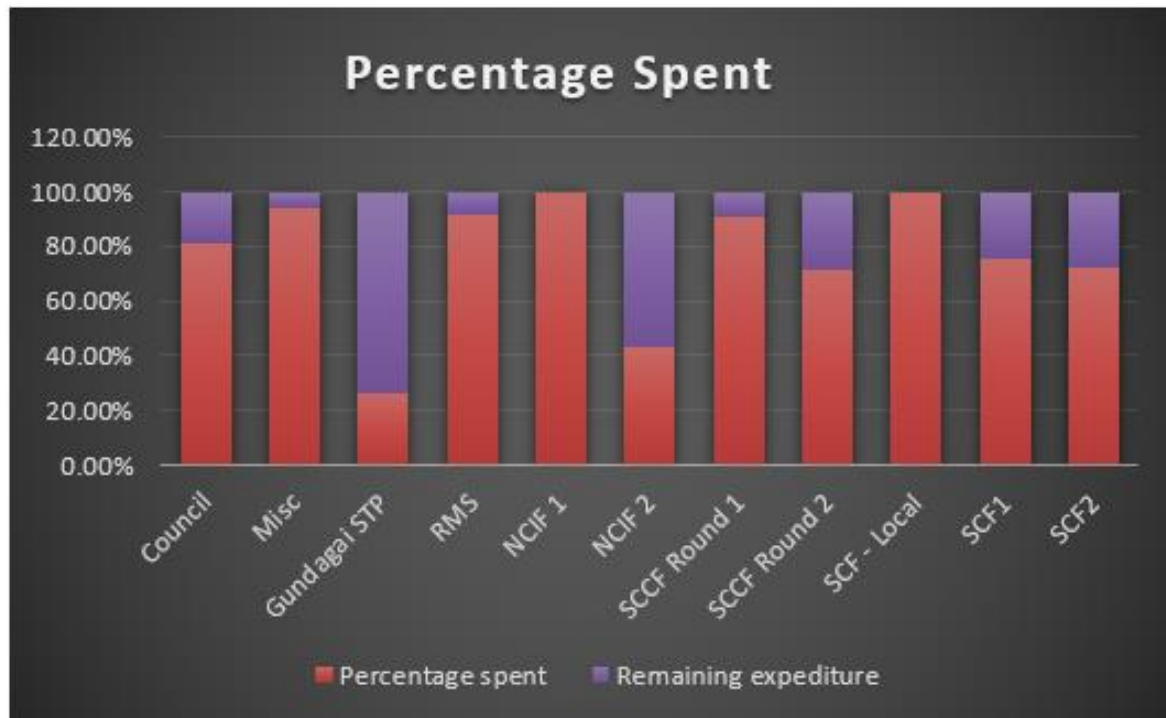
- 1. The March, 2020 Major Projects Progress Report on project status be received and noted.**
- 2. The recommended changes to the project budgets as listed be adopted.**

Introduction

Council is currently managing 110 projects worth \$53,030,487. This report provides a monthly update as at 31st March, 2020 as to the progress of the projects for the information of Council. The attached schedule provides a brief update on the status of each of the projects.

Discussion

The figures used for total expenditure include both actual invoices paid and orders raised in the system but not yet paid (committed expenditure). In some instances, there can be a lag in time between the goods being ordered and being physically delivered on site. From a budget point of view it is important to include both actual and committed expenditure to assist with the management of budgets.





As at 31st March 2020

Project	Funding source	Status	Budget	Total committed expenditure	Percentage spent
Council funded projects					
Gundagai Library Extension	Council	Complete	195,000	189,756	97.31%
Mirrabooka Retaining Wall & Store Room	Council	Complete	-	-	0.00%
Cootamundra depot refurbishments	Council	Planning	900,000	27,424	3.05%
Turners Lane Industrial Land Development	Council	Planning	790,000	26,724	3.38%
Yass Road Service Centre - SW Fuels	Council	Complete	800,000	802,587	100.32%
Sheridan Street Gundagai Redevelopment - Main Street Upgrade	Council	Complete	5,430,490	5,436,165	100.10%
Sheridan and West Streets intersection treatments	Council	Complete	500,000	500,000	100.00%
Total			8,615,490	6,982,657	81.05%
Council Reserve funded projects					
Waste facility upgrades - Cootamundra - To be informed by waste strategy outcomes	Council Reserve	Planning	1,000,000	39,367	3.94%
Waste facility upgrade - Gundagai - To be informed by waste strategy outcomes	Council Reserve	Planning	400,000	-	0.00%
Total			1,400,000	39,367	2.81%
Misc grant funded projects					
Truckwash Upgrade - Cootamundra Saleyards	Country Truck Washes	Complete	362,935	371,171	102.27%
Morley's Creek Fishing Pier Replacement	Dept of Fisheries	Complete	61,600	61,600	100.00%
Wallendbeen Strategic Heritage Study & King Street Revitalisation	Heritage Near Me	Complete	95,000	87,490	92.09%
Stan Crowe Oval Gundagai canteen and changerooms construction (CAPREN)	NRL Grants	Complete	240,000	239,327	99.72%
Gundagai Sewerage Treatment Works Plant Replacement	NSW State Govt - Sewer	Construction	13,500,000	3,576,050	26.49%
Old Gaol - completion of repairs and maintenance activities and redesign of drainage (PRMF Grant)	Public Reserves Management Fund	Complete	15,000	15,637	104.25%
Old Primary School and Mens Shed - Renewal of fencing gutters, downpipes, facias and construction of retaining wall	Public Reserves Management Fund	Complete	171,760	153,079	89.12%
Flood damage repairs	RMS	Complete	2,380,365	2,187,301	91.89%
Coolac Recreation Reserve & Public Hall Trust - Solar Panels	SCF - Local	Complete	23,450	23,450	100.00%
Old Gaol masterplan, structural repairs, publicity and Captain Moonlight display (Heritage near me grant)	Heritage Near Me Heritage Activation Grant	Complete	87,605	92,308	105.37%
Total			16,937,715	6,807,413	40.19%



As at 31st March 2020

Project	Funding source	Status	Budget	Total committed expenditure	Percentage spent
NCIF Round 1					
NCIF Round 1	NCIF 1	Complete	5,000,000	5,000,000	100.00%
			Total	5,000,000	100.00%
Total NCIF 2					
Gundagai Depot Training Room Construction	NCIF 2	Construction	300,000	281,686	93.90%
Gundagai Admin Refurbishment	NCIF 2	Procurement	100,000	4,458	4.46%
Branding and marketing plan	NCIF 2	Execution	100,000	45,861	45.86%
Better Community Strategy (ABCS)	NCIF 2	Execution	100,000	5,000	5.00%
Tourism and Economic development strategic plan	NCIF 2	Execution	150,000	88,845	59.23%
Recreational Needs Study	NCIF 2	Execution	100,000	52,480	52.48%
Consolidation and upgrade of Authority Corporate Software System	NCIF 2	Execution	414,282	273,737	66.07%
GIS Operational Review	NCIF 2	Planning	50,000	5,000	10.00%
Fees and charges review	NCIF 2	Execution	30,000	-	0.00%
Internal audit committee implementation	NCIF 2	Execution	20,000	-	0.00%
Business continuity and disaster recovery plans	NCIF 2	Planning	50,000	5,000	10.00%
Rates structure review	NCIF 2	Execution	50,000	5,000	10.00%
Signage updates	NCIF 2	Planning	250,000	26,524	10.61%
Local environmental plan development	NCIF 2	Planning	200,000	27,079	13.54%
			Total	1,914,282	820,670
SCCF Round 1 projects					
Cootamundra AFL - Demolition of old clubrooms & construction of new clubrooms	SCCF Round 1	Construction	372,800	121,485	32.59%
Gundagai Tigers - Construction of new shed & fitout of gymnasium	SCCF Round 1	Complete	100,000	97,134	97.13%
Cootamundra Racecourse - EXTERNAL repairs to flooring, repainting inside & out, refurbishment of function room, replacement of external cladding & replacement of seating of Grandstand building	SCCF Round 1	Complete	50,000	52,970	105.94%
Gundagai RSL - refurbishment of tennis clubrooms and squash courts - EXTERNAL	SCCF Round 1	Complete	150,000	148,674	99.12%
Coolac to Tumblong Rail Trail Development Plan	SCCF Round 1	Complete	54,600	54,600	100.00%
Nangus - Village Playground & Fitness Infrastructure (CAPREN)	SCCF Round 1	Complete	53,322	53,364	100.08%
Stockinbingal Playground and BMX track	SCCF Round 1	Complete	109,200	113,011	103.49%
Wallendbeen fitness infrastructure, playground and Rage Cage	SCCF Round 1	Complete	216,393	215,849	99.75%



As at 31st March 2020

Project	Funding source	Status	Budget	Total committed expenditure	Percentage spent
Cootamundra Tennis - refurbishment of tennis court surfaces, new line marking including hot shot courts	SCCF Round 1	Complete	183,029	183,848	100.45%
Gundagai Scouts - EXTERNAL Construction & Installation of Climbing Wall	SCCF Round 1	Complete	100,000	99,931	99.93%
Large Scale Teen Playground at Jubilee Park Cootamundra	SCCF Round 1	Complete	499,900	521,106	104.24%
Gundagai large scale adventure playground & fitness centre	SCCF Round 1	Complete	1,000,000	958,815	95.88%
Total			2,889,244	2,620,787	90.71%
SCCF Round 2 projects					
Cootamundra Showground Completion of Multipurpose Pavilion SCCF2	SCCF Round 2	Complete	53,290	34,378	64.51%
Anzac Park South Supporters Toilets - Gundagai	SCCF Round 2	Complete	86,061	88,151	102.43%
Mirraboopa Revivification (SCCF2)	SCCF Round 2	Complete	67,045	66,295	98.88%
Cootamundra Rifle Club Mower, top dressing, building maintenance, storage shed	SCCF Round 2	Construction	63,015	26,898	42.68%
Upgrades to Christ Church hall Cootamundra	SCCF Round 2	Complete	70,273	70,143	99.81%
Cootamundra Squash Court Renovation	SCCF Round 2	Planning	97,655	185	0.19%
Gundagai Pony Club Undercover Arena	SCCF Round 2	Complete	199,151	187,969	94.39%
Gundagai Racecourse and Showground Amenities Block	SCCF Round 2	Complete	215,000	214,893	99.95%
Cootamundra Event Promotion Banners	SCCF Round 2	Construction	53,841	44,929	83.45%
Gundagai Event Promotion Banners	SCCF Round 2	Construction	53,841	44,726	83.07%
Gundagai Friendship Park Playground	SCCF Round 2	Construction	60,000	44,170	73.62%
Muttama Hall Re-stumping	SCCF Round 2	Complete	140,707	131,055	93.14%
Gundagai Community Garden	SCCF Round 2	Construction	63,552	11,488	18.08%
Stockinbingal Tennis Court resurfacing - 3 courts	SCCF Round 2	Complete	118,093	118,836	100.63%
Community Safety & Beautification of King Street Wallendbeen	SCCF Round 2	Execution	55,964	73	0.13%
Barry Grace Oval Wallendbeen	SCCF Round 2	Construction	98,397	17,665	17.95%
O'Connor Park - Home of the Cootamundra Strikers Soccer Club - Lighting	SCCF Round 2	Construction	98,397	65,469	66.54%
Cootamundra Arts Centre Tin Shed Theatre Projection	SCCF Round 2	Complete	61,682	61,755	100.12%
Cootamundra Arts Centre Rehearsal Space	SCCF Round 2	Procurement	122,294	10,566	8.64%
Cootamundra Turf Club Irrigation system upgrade	SCCF Round 2	Construction	81,970	49,799	60.75%
Cootamundra Aerodrome Drag Pad and Taxiway for Water Refilling	SCCF Round 2	Complete	160,312	160,312	100.00%
Cootamundra Junior Rugby League Rejuvenation of football field	SCCF Round 2	Complete	60,000	57,163	95.27%
Upgrade to change rooms at ANZAC park Gundagai	SCCF Round 2	Construction	172,987	92,622	53.54%
Cootamundra Community Garden	SCCF Round 2	Construction	70,242	51,088	72.73%
Total			2,323,769	1,650,627	71.03%



As at 31st March 2020

Project	Funding source	Status	Budget	Total committed expenditure	Percentage spent
SCF1 projects					
Gundagai pool tiling and disabled ramp	SCF1	Complete	300,000	259,674	86.56%
Gundagai Visitors Information Centre redevelopment - disabled ramp and disabled toilet	SCF1	Planning	300,000	16,845	5.62%
Gundagai Netball Courts Masterplan - construction of lighting, storage & shelter	SCF1	Construction	200,000	40,695	20.35%
Stephen Ward Rooms Outdoor Area construction	SCF1	Construction	200,000	45,308	22.65%
Rathmells Lane - Bitumin seal from Temora St to end	SCF1	Complete	248,451	247,115	99.46%
Footpath renewal	SCF1	Complete	500,000	501,136	100.23%
Cootamundra pool - water park	SCF1	Complete	400,000	397,099	99.27%
Fisher Park Cootamundra sports ground lighting installation	SCF1	Complete	250,000	255,946	102.38%
Pool shade Cloth - Cootamundra and Gundagai	SCF1	Complete	100,000	97,626	97.63%
Extension of Gundagai Water Supply to the Dog on the Tuckerbox site	SCF1	Planning	600,000	123,371	20.56%
Nangus Water Supply Works	SCF1	Procurement	647,500	27,937	4.31%
Stormwater mitigation	SCF1	Construction	1,000,000	721,906	72.19%
Cootamundra saleyards lighting and electrical upgrade	SCF1	Complete	268,882	259,021	96.33%
Adjungbilly Road reconstruction for B'Doubles	SCF1	Complete	2,100,000	2,273,523	108.26%
Cootamundra water mains replacement project *should be a separate work order for each segment*	SCF1	Complete	2,000,000	2,000,000	100.00%
Investment into Department of Education	SCF1	Not started	594,724	-	0.00%
Construct public toilets - Sheridan St Gundagai	SCF1	Complete	150,000	152,911	101.94%
Total			9,859,557	7,420,112	75.26%
SCF2 projects					
Yarri Park Youth precinct/Lions Park – Basketball courts and Pump Track	SCF2	Construction	130,000	112,973	86.90%
Gundagai Preschool – Capital works projects to build additional rooms, providing more spaces.	SCF2	Planning	510,000	143,112	28.06%
Coolac Hall & Oval – Project includes relining hall, new kitchen, installation of cricket nets, picket fence, irrigation and seating.	SCF2	Construction	200,000	93,718	46.86%
Gundagai Public School P&C – Installation of soft fall for playground.	SCF2	Complete	75,100	75,099	100.00%
Gundagai Tourism Action Group (s355 Committee) – Gundagai Main Street History walk.	SCF2	Construction	50,000	36,549	73.10%
Ellwood Hall (Stockinbingal) – General repairs and installation of heating and cooling.	SCF2	Complete	60,000	58,637	97.73%
Gundagai Junior Rugby League – New PA system.	SCF2	Complete	14,753	14,753	100.00%



As at 31st March 2020

Project	Funding source	Status	Budget	Total committed expenditure	Percentage spent
Battle of the Bidgee – Installation of permanent storage sheds to support to event.	SCF2	Complete	22,449	20,121	89.63%
Town & Country Inc – Disabled toilet.	SCF2	Complete	30,000	26,386	87.95%
Gundagai South Public School – Sensory garden.	SCF2	Planning	60,000	12,340	20.57%
Adjungbilly Hall – Upgrade tennis courts into multipurpose facility, install community BBQ.	SCF2	Construction	130,000	102,563	78.89%
Tumblong Hall – Community facilities, multipurpose courts and BBQ area.	SCF2	Construction	137,447	102,489	74.57%
Mill Centre – Interactive Tourist Attraction.	SCF2	Construction	200,000	41,722	20.86%
Owen Vincent Oval - Gundagai	SCF2	Construction	150,000	147,067	98.04%
Gundagai RSL – Landscaping Anzac Grove, Gundagai.	SCF2	Complete	25,000	22,685	90.74%
Cootamundra Nursing Home – Installation of solar panels	SCF2	Complete	53,227	52,507	98.65%
Cootamundra Mens Shed – Relocation of Mens Shed to Depot 2 on Hovell Street.	SCF2	Construction	100,000	62,344	62.34%
Cootamundra Arts Centre – Disabled access ramp.	SCF2	Planning	3,142	-	0.00%
Owen Vincent Oval Gundagai – River water pump	SCF2	Complete	40,000	40,000	100.00%
Cootamundra Rugby Union Club – New dressing room facilities and club room. (CAPNEW)	SCF2	Construction	430,000	421,851	98.10%
Cootamundra Harness Racing – Upgrades and maintenance to track.	SCF2	Construction	52,000	18,368	35.32%
Cootamundra Netball Courts – 4 new netball courts to replace non-complying courts.	SCF2	Construction	450,000	389,160	86.48%
Cootamundra Country Club – Upgrades to precinct including dam, machinery shed, course, upgrade to building façade.	SCF2	Construction	1,355,000	1,081,219	79.79%
Total			4,278,118	3,075,663	71.89%

Status explanation

Not started - project not yet commenced.

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

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

Construction - on ground works underway.

Execution - project underway for non construction projects

Complete - Construction/Execution complete pending final project review

Final - ready for acquittal

Total

42,962

7,846,007

470,996

25,604,361

8.3 COMMUNITY AND CULTURE

Nil

8.4 DEVELOPMENT, BUILDING AND COMPLIANCE

8.4.1 DEVELOPMENT APPLICATIONS APPROVED FOR THE MONTH OF MARCH, 2020

DOCUMENT NUMBER	325774
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 3.2 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 legislation.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

The information on Development applications approved in March, 2020 be noted.

Introduction

The Development Applications Approved in March, 2020 Report is submitted for information of the Council and the community regarding development applications processed.

Discussion

The following development applications were approved by Cootamundra-Gundagai Regional Council in March, 2020:

APP. NO.	PROPOSED BUILDING	STREET NAME
DA2020/45	New shed	Mount Street
DA2020/34	New farm carport	Cricket Ground Drive
DA2020/33	New shed	Burra Road
DA2020/31	New solar panels	Wallendoon Street
DA2020/28	New retaining wall	Bartley Street
DA2020/26	New dwelling	Hoares Lane
DA2020/25	New shed	Ross Friend Place
CDC2020/7	New inground swimming pool	O'Briens Road
DA2020/24	New garage	Dickson Street

DA2020/23	Additions to dwelling	Back Brawlin Road
DA2020/20	New dwelling	Bartley Street
DA2020/18	New garage	Adams Street
DA2020/17	New garage	Hanley Street
DA2020/15	New commercial building	Sutton Street
DA2020/13	New residential units x 4	Queen Street
DA2020/8	New dwelling	O'Hagan Street
DA2020/7	New shed, attached carport	Hume Street
DA2020/29	Above ground swimming pool	Harvey Park Lane

VALUE OF WORK REPORTED TO THIS MEETING:

\$2,056,275.00

VALUE OF WORK REPORTED YEAR TO DATE:

\$7,731,649.00

THIS TIME LAST YEAR:

VALUE OF WORK –March 2019:

\$3,705,837.00

VALUE OF WORK – YTD 2019:

\$24,010,421.00

8.4.2 ON SITE SEWERAGE MANAGEMENT SYSTEM (OSSMS) POLICY

DOCUMENT NUMBER	325781
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	The adopted and implementation of a policy to govern the installation, operation and inspection of onsite sewerage management systems will ensure that appropriate fees are levied for the administration, approval and ongoing monitoring of these systems to protect public health and the environment.
LEGISLATIVE IMPLICATIONS	Compliance with the Local Government Act, 1993 and Local Government (General) Regulation 2005.
POLICY IMPLICATIONS	There are Policy implications associated with this report; the applicable Policy is attached.
ATTACHMENTS	1. Draft On Site Sewage Management System Policy ↓

RECOMMENDATION

- 1. Council place the draft On Site Sewerage Management Systems Policy, attached to the report, on exhibition for a period of not less than 28 days.**
- 2. The Policy be adopted under delegation should there be no submissions that warrant significant changes to the Policy.**

Introduction

Councils are required, under the provisions of the Local Government Act, 1993 to approve and monitor the installation, operation, and performance of onsite sewerage management systems (OSSMS) within their Local Government Area. Cootamundra-Gundagai Regional Council does not currently have a comprehensive register of OSSMS nor a policy for their installation, inspection or ongoing monitoring. The attached policy has been developed to ensure that Council is able to fulfil its obligations under the Act and monitor OSSMS to safeguard against any environmental or public health risk they may pose.

Discussion

There are approximately 1,700 rural and village properties within the Cootamundra-Gundagai Regional Council area, and whilst it is acknowledged many of these properties do not have a dwelling or on site sewerage management system located upon them, the knowledge of how many systems and where they are located is limited. It is known that there are systems located within the

catchment of watercourses and rivers and that these systems pose a risk to both the environment and public health when they are not operated and maintained in an effective manner.

In 2012 the former Cootamundra Shire Council adopted a policy (resolution 02/08/12) that established a database of OSSMS and a fee for the administration of the database. The former Gundagai Shire Council did not have a policy, and as such does not have an OSSMS register.

The policy establishes a risk-based approach to the ongoing monitoring of OSSMS with systems identified as being high risk given priority and greater ongoing attention. The policy also communicates to the community Council's requirements for the installation of OSSMS and the documentation required to be submitted for assessment. Education material and information has been developed to support the implementation of the Policy and to assist the community in understanding Council's objectives to ensure that any risk to the environment or public health is minimised by the appropriate design, installation and ongoing operation of OSSMS.

It is known that the database, where it exists, is incomplete and staff have commenced a review to update. At present the database does not contain a risk rating, nor a record of issued approvals to operate. Approval to operate an OSSMS is a legal requirement and is not transferable when property is sold, or ownership transferred. Historically Council has not time limited approvals to operate nor reviewed/renewed when ownership or land configuration changed. The Policy establishes a process to issue approvals to operate after a system is installed and prior to use for new installations as well as for existing systems. All systems will be assessed against the same criteria to establish an initial risk as referenced in table 1 below. The renewal period for an approval to operate, and inspection frequency, is then set accordingly to the identified risk as follows:

HIGH every 1 – 3 years

MEDIUM every 4 – 6 years

LOW* every 7 – 10 years

* includes systems identified as negligible risk

Table 1: Risk Factors

RISK ASSESSMENT FACTORS	LEVEL OF RISK		
DOMESTIC			
Land area	<2Ha 4	2Ha - <4Ha 2	4-100Ha = 1 >100Ha = 0
Distance from water bodies	<40m to depression/gully/dam/ intermittent water supply or <100m to permanent surface water 4	40-100m to depression/gully /dam/intermittent water supply or 100-150m to permanent surface water 2	>100m to depression/gully/ dam/intermittent water supply or >150m to permanent surface water 0
Water Supply	Access to reticulated supply 2		No Access to reticulated supply 0
Proximity to human activity (buildings/ recreational lawn/ property boundaries etc)	<6m 2	6-12m 1	>12m 0
Slope	Steep >20% 3	Undulating / Sloping 10-20% 2	Flat <10% 1
Soil Type	Non dispersive 3	Moderately dispersive 2	Highly Dispersive 1
Nearest Bore	<250m 1		>250m 0

HIGH RISK (12-19)

All Commercial Properties (including farmstay and tourist accommodation), all pump out systems and all systems located in a flood affected area will be considered HIGH risk regardless of any mitigation measures.

MEDIUM RISK (7-12)

Aerated Wastewater Treatment Systems (AWTS) have inherent risks if not maintained and monitored regularly. All AWTS systems will be considered a minimum of MEDIUM risk.

LOW RISK (4-7)

NEGLIGIBLE (0-3)

Risk categories may be reduced if mitigation works are implemented to reduce the level of risk. Such may include audio and visual alarms on collection wells, maintenance of protection zones, or reduction in hydraulic loading. Risk category may also change depending on operational management of the system. For example if a high risk system was found to be maintained and functioning well the inspection frequency (and approval to operate) may be extended to three years; conversely if a system with negligible risk was not being maintained or operated optimally the inspection frequency may increase. Table 2 below provides inspection frequencies based on risk and operating functionality.

Table 2: Approval to Operate and Inspection Frequency

		RISK RATING			
		NEGLIGIBLE	LOW	MEDIUM	HIGH
SYSTEM FUNCTIONALITY	EXCELLENT	EXEMPT	EXEMPT	5-10 years	3 years
	SATISFACTORY	10 years EXEMPT	5-10 years	3-5 years	1-3 years
	BELOW AVERAGE	5 years	3 years	2-3 years	1 year
	POOR	1 year	1 year	Repairs then 1 year	Repair and reinspection

Council resolved to apply the annual administration charge for onsite sewerage management systems across the whole of the Cootamundra-Gundagai Regional Council area (resolution 093/2020). It is proposed that the following fees be included in the 2020/2021 fees and charges to support the implementation of the attached Policy.

PROPOSED FEES 2020/2021	inc GST
S68 Application to Install an OSSM (includes 1 inspection)	\$165.00
S68 Application to modify an OSSM	\$75.00
S68 Application to Operate an OSSM	\$75.00
OSSMS Inspection Fee (scheduled or complaint investigation when non-compliance found)	\$110.00
OSSM Re-inspection Fee	\$110.00
OSSM Administration Charge	\$46.00

Draft On Site Sewage Management Systems (OSSMS) Policy

Policy Approval and Distribution

Approved by	Council resolution
Responsible Officer	Environmental Health Officer
Section/Service Unit	Development, Building and Compliance
Next Review Date	Four years from adoption

Version Control

Ref	Date	Description	Resolution Number
0.1	XX-XX-2019	Presented to Council for Adoption.	TBA
		Presented to Council to facilitate public exhibition process.	

Purpose

Effective management of domestic sewage and wastewater where there is no direct discharge to reticulated sewer is an important consideration for the public health of Cootamundra-Gundagai Regional Council residents and the environment in which they reside. It requires the active involvement of both the Council and landholders.

Scope

This Policy will apply to any On-site Sewage Management Systems (OSSMS), Domestic Greywater Treatment System (DGTS) and Greywater Diversion Devices (GDD) that hold, process, or re-use or otherwise dispose of sewage or by-products of sewage and are not specifically regulated under a pollution control licence issued by the Environment Protection Authority.

The systems covered by this Policy will include a wide range of public, commercial and domestic sewage management facilities.

The following wastewater treatment devices are all classed as OSSMS:

- Septic tank and absorption trenches.
- Septic tank and evapo-transpiration areas.
- Aerated wastewater treatment systems.
- Septic tank to pump out.
- Dry composting toilets and grey water treatment systems.
- Wet composting toilets and subsurface application systems.
- Septic tank and constructed wetlands.
- Septic tank and soil mound systems.
- Package treatment plants.
- Any other system that stores, treats and/or disposes of sewage and wastewater on-site.

Objectives

This Policy and related Procedures has been developed to guide Cootamundra-Gundagai Regional Council to assess and regulate the design, installation, operation and maintenance of new and existing on-site sewage management systems.

The objectives of the On-site Sewage Management Policy are to:

- Guide landholders towards sustainable on-site management of domestic sewage and wastewater;
- Protect and enhance public health and the environment;
- Enable efficient regulation and monitoring of on-site sewage management systems; and
- Maintain compliance to Legislation and Regulation in NSW.

Application requirements for new installations or modifications to existing systems

All systems must be designed in accordance with AS/NZ 1547:2012 *On Site Domestic Wastewater Management*, AS/NZ 1546.1 and the Environment & Health Protection Guidelines *On Site Sewage Management for Single Households (Jan 998)* ('Silver Book').

The On Site Sewage Management System to be installed or constructed must be accredited by the NSW Department of Health.

1. Subdivision and Rezoning

A Land Capability Assessment and System Design Report will be required for all applications on land areas less than 1ha, or when the land is impacted by environmental constraints (biodiversity, flood impacted, proximity to watercourses).

The Land Capability Assessment and System Design Report for on site effluent disposal, is to be prepared in accordance with AS/NZ 1546.1, by a geotechnical engineer, soil geologist, soil scientist or other suitably qualified and competent person, experienced in on-site effluent disposal.

The scale of information contained in a land capability assessment may vary, depending on the size and nature of the proposed development. The land capability assessment is a document written in a report format and contains sufficient details for Council to make an informed decision about the proposal.

The Report shall provide the following:

- A site assessment of the subject property and soil capabilities with regard to its suitability for the disposal of effluent on each of the proposed allotments that make up the subdivision. Hydraulic loading, wet weather storage, water and nutrient balance shall be included in the calculations. Calculations are to be included in the report.
- Soil test results in accordance with *The Environment and Protection Guidelines 1998 - On-Site Sewage Management for Single Households* and AS/NZS 1547:2012 for each allotment from the registered NATA laboratory used to test the soil.
- Assessment of cumulative environmental impacts for multi lot subdivisions.
- Mitigation measures where moderate or major limitations are identified within the soil parameters, or to address environmental or site constraints.
- Recommended system methodology including recommended disposal envelopes, bunding or diversion earthworks.
- A contoured Site Plan, drawn to scale, identifying:
 - location of proposed disposal fields;
 - location and distances from all boundaries;
 - location of any structures and environmentally sensitive areas i.e. trees and permanent/intermittent watercourses, and groundwater bores, located on any land located within 100m of the OSSMS;
 - flood height data (if flood impacted); and
 - landscaped mitigation requirements.

2. Install or Alter

Applications to install a new OSSMS or alter an existing OSSMS in the Cootamundra-Gundagai Regional Council shall be on Council's prescribed form and accompanied by the fee identified in Council's fees and charges. Applications are to be accompanied by the following information:

- Site plan (drawn to scale) clearly identifying the location of the OSSMS and Effluent Management Area displaying:
 - Distances from all neighbouring boundaries, permanent and intermittent watercourses, waterbodies and domestic groundwater bores and wells;
 - Distances from dwellings and outbuildings (including pools and domestic water tanks); and
 - Any landscaping design required for surface irrigation fields.
- Manufacturers specification and NSW Health Accreditation certificate;
- Calculations for the disposal area sizing; and
- Site and Soil Assessment Report (GEOTEC) **
 The report is to be prepared by an experienced and appropriately qualified wastewater consultant and in accordance with AS/NZS 1547:2012. The Report will include a Land Capability Assessment and the proposed system design – including (but not limited to) system type, location, size, EMA and any mitigation measures.

****NOTE:** A Land Capability Assessment and System Design Report will be required for all applications on land areas less than 1ha, or when the land is impacted by environmental constraints (biodiversity, flood impacted, proximity to watercourses).

Approval to operate an On Site Sewage Management System

Section 68 of the Local Government Act requires that each OSSMS in use has an Approval to Operate. The Approval to Operate will only be issued, where the installation and operation complies with the requirements of Section 68 of the *Local Government Act 1993* and the objectives of the OSSMS Policy. The initial approval to operate shall only be issued after the final inspection and prior to commissioning the OSSMS.

An Approval to operate an OSSMS will be issued upon satisfactory inspection of each facility or where the service history indicates the system is regularly serviced and is in good working order. The schedule for renewal will be assessed and issued on the basis of risk and system functionality.

Change of Ownership - The Local Government Act states that the approval to operate is not transferable to new owners and must be renewed within a period of 3 months after the date on which the land is transferred or otherwise conveyed to another owner.

New Systems

An Approval to Operate an on-site sewage management application shall be applied for as part of a Final Occupancy Certificate (where applicable). The Approval and lapse date will be issued based on Risk Factors (Table 1).

Monitoring and Inspection Program

Council will implement a monitoring program of existing systems to ensure that these systems meet the environmental and health performance objectives set out in the Policy. The monitoring program will involve monitoring service documentation, and an inspection schedule based on risk factors and operational status.

Risk Factors

Initial Assessment

All OSSMS will initially be assessed based on a desktop audit of Risk Factors (Table 1). High Risk systems will be a priority and scheduled for inspection first. Following an inspection, the Approval renewal and inspection schedule will be based on Risk and System Functionality (Table 2).

Initial inspection Frequency based on Risk Factors only:

HIGH every 1-3 years
 MEDIUM every 4-6 years
 LOW & NEGLIGIBLE every 7-10 years

Irrespective of risk rating, all systems will be inspected on receipt of any complaint.

Commercial systems

All commercially used properties operating an OSSMS will be classed as HIGH risk. The frequency of inspections will be based on assessments at the time of the first inspection.

Table 1: Risk Factors

RISK ASSESSMENT FACTORS	LEVEL OF RISK		
	DOMESTIC		
Land area	<2Ha 4	2Ha - <4Ha 2	4-100Ha = 1 >100Ha = 0
Distance from water bodies	<40m to depression/gully/dam/intermittent water supply or <100m to permanent surface water 4	40-100m to depression/gully/dam/intermittent water supply or 100-150m to permanent surface water 2	>100m to depression/gully/dam/intermittent water supply or >150m to permanent surface water 0
Water supply	Access to reticulated supply 2		No Access to reticulated supply 0
Proximity to human activity (buildings/recreational lawn/property boundaries etc.)	<6m 2	6-12m 1	>12m 0
Slope	Steep >20% 3	Undulating / Sloping 10-20% 2	Flat <10% 1
Soil type	Non dispersive 3	Moderately dispersive 2	Highly Dispersive 1
Nearest bore	<250m 1		>250m 0

HIGH RISK (12-19)

All Commercial Properties (including farmstay and tourist accommodation), all pump out systems and all systems located in a flood affected area will be considered HIGH risk regardless of any mitigation measures.

MEDIUM RISK (7-12)

Aerated Wastewater Treatment Systems (AWTS) have inherent risks if not maintained and monitored regularly to ensure that the system is working, and that secondary disinfection is taking place. All AWTS systems will be considered a minimum of MEDIUM risk.

LOW RISK (4-7)

Risk categories may be reduced if mitigation works are undertaken/implemented to reduce risks to the environment i.e. audio and visual alarms on collection wells, maintenance of protection zones, or reduction in hydraulic loading

NEGLIGIBLE (0-3)

System Functionality

Following the first inspection, assessment of System Functionality and Risk Rating will determine subsequent Approval renewal and inspection schedule.

Table 2: Approval to Operate and Inspection Frequency

		RISK RATING			
		NEGLIGIBLE	LOW	MEDIUM	HIGH
SYSTEM FUNCTIONALITY	EXCELLENT	EXEMPT	EXEMPT	5-10 years	3 years
	SATISFACTORY	10 years EXEMPT	5-10 years	3-5 years	1-3 years
	BELOW AVERAGE	5 years	3 years	2-3 years	1 year
	POOR	1 year	1 year	Repairs then 1 year	Repair and reinspection

NOTE: Negligible and Low risk OSSMS that are found to be in excellent condition and operational status will be issued with a 10-year Approval to Operate and will be exempt from the inspection schedule.

Inspection and Compliance

Inspections will be undertaken in accordance with the relevant risk assessment and the Approval to Operate.

In the case of complaint investigation, Council may exercise relevant powers of entry to a property pursuant to the provisions of the Local Government Act and Regulation. Where warranted, Orders under the provisions of the Protection of the Environment Operations Act or Local Government Act and Regulation may be served as necessary.

Where rectification works are required, the owner will be advised on site and with follow up in writing of rectification works required. A timeframe for the completion of the required works will be provided.

If the owner is unable to complete any required works due to financial hardship, Council may exercise appropriate discretion and take account of factors such as capacity to pay, risks posed and timeframe given for compliance.

If an OSSMS, that is located within 75 metres of a sewer of Council, fails and requires replacement then Council may require connection of sanitary drainage to the sewer infrastructure, as necessary, under the provisions of the Local Government Act.

Where ongoing defective systems are detected, site specific management plans will be formulated with the owner/occupier to resolve relevant issues. Where these measures fail, Orders for compliance may be served on the owner or operator under the provisions of the Local Government Act and Regulation.

Where Council determines that the owner or occupier of a system has deliberately or willfully altered any part of the system that causes pollution of the environment, or there is an immediate threat to public health, Council may issue a clean-up notice under the provisions of the *Protection of the Environment Operations Act 1997*.

Where a Notice or Order has been issued and not complied with, Council may issue a Penalty Infringement Notice and instigate any further actions as deemed necessary or appropriate under the provisions of the Local Government Act and Regulation to prevent further environmental or public health risk

Fees and Charges

The fees and charges issued by Council for the approval to install, alter and operate OSSMS are issued to the owner of the property. Fees and charges relevant to OSSMS approvals and inspections are included in Council's Operational Plan – Schedule of Fees and Charges. All fees and charges are issued in accordance with section 608 of the Local Government Act 1993.

Legislative Framework (Relevant Legislative, Australian Standards, Code of Practice etc.)

Local Government Act 1993

Local Government (General) Regulation 2005

Environmental Planning and Assessment Act 1979

Environmental Planning and Assessment Regulation 2000

Protection of the Environment Operations Act 1997

This Policy must be read in conjunction with the most current additions or revisions of the following:

- NSW Department of Local Government 1998, *Environment and Health Protection Guidelines: On-Site Sewage Management for Single Households*.
- *Department of Energy, Utilities and Sustainability: NSW Guideline for Greywater Reuse in Sewered Single Household Residential Premises, 2007*
- AS/NZS 1547:2012 On-Site Domestic Wastewater Management
- AS/NZS 1546.1:2008 On-Site Domestic Wastewater Treatment Units – Septic Tanks
- AS/NZS 1546.2:2008 On-Site Domestic Wastewater Treatment Units – Waterless Composting Toilets
- AS/NZS 1546.3:2008 On-Site Domestic Wastewater Treatment Units – Aerated Wastewater Treatment Systems
- AS/NZS 3500 Plumbing and Drainage

Related CGRC Policies, Procedures and Forms

OSSMS Policy Implementation and Program Monitoring Procedure

Review Period

This document is to be reviewed every four (4) years to ensure that it remains relevant and meets legislative requirements.

Policy Statement

This policy outlines Council's commitment to domestic sewerage and wastewater management in unsewered areas and defines how the risks associated with On-Site Sewage Management Systems (OSSMS) are monitored and managed within the Cootamundra-Gundagai Regional Council Local Government Area (LGA).

The Policy and associated Procedures provide a management framework which allows Council to effectively regulate OSSMS and ensure that any public health and environmental risks are effectively reduced.

In implementing the OSSMS Policy, Council will endeavour to:

- Establish and maintain a current database of all OSSMS;
- Work with owners and operators of OSSMS to educate and raise awareness of their responsibilities and expectations for the operation and management of OSSMS;
- Ensure transparency, consistency and fairness in Council's functions in relation to OSSMS;
- Establish and undertake a risk-based inspection and monitoring program to ensure that systems comply with legislative requirements.

8.4.3 ADOPTION OF RURAL LANDS STRATEGY

DOCUMENT NUMBER	325791
REPORTING OFFICER	Sharon Langman, Manager Development, Building and Compliance
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	2. A prosperous and resilient economy: we are innovative and 'open for business' 2.2 Strategic land-use planning is co-ordinated and needs-based
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Draft Rural Lands Strategy ↓

RECOMMENDATION

- 1. Council place the amended draft Rural Lands Strategy, attached to the report, on exhibition for a period of 28 days.**
- 2. Consultation be undertaken with the relevant State Government Agencies seeking their comments.**

Introduction

In 2018, Council began the process of engagement and research to produce a Rural Lands Strategy that would inform the creation of the Cootamundra-Gundagai Regional Council Local Environmental Plan (LEP). The draft Rural Land Strategy, attached to the report, was placed on public exhibition during October, 2019. Following exhibition Councillors requested to meet with representatives from the Department of Planning, Industry and Environment and Department of Agriculture. This occurred in January, 2020 the outcomes from that meeting and Councillors further comments have been incorporated into the draft document.

Discussion

Cootamundra-Gundagai Regional Council, as a merged Council, is required to implement a comprehensive suite of planning instruments to align land use controls across the entire local government area (LGA). Each of the two former Council areas has unique aspects to their rural land and accordingly it has been managed differently. In recognising the aspects of the planning instruments that work well for each area a strategic approach was undertaken to protect the uniqueness and provide justification and rationale for dealing with some of the complex rural land issues across the whole LGA.

During 2018 Council undertook a significant amount of community and agency engagement and consultation as well as extensive research to develop ten issues papers dealing with the uniqueness of rural land use within the Cootamundra-Gundagai Regional Council area. These issues papers

provided a solid base to move forward with the community aspirations as articulated during the consultation and research phase.

The outcomes and aspirations from the ten issues were refined into five directions and formed the basis of the draft Rural Lands Strategy. Under these five directions the draft Strategy was placed on exhibition during October 2018. Following that exhibition a meeting was held with Council and representatives from NSW Department of Planning, Environment and Industry and Department of Agriculture to facilitate a way to reach common understanding of some of the issues that were viewed by agencies as more controversial and not in keeping with their expected outcomes.

The amended draft Rural Lands Strategy incorporates the discussion points and outcomes of the meeting, some additional community feedback and further input from Councillors. In accordance with the draft Community Participation Plan, it is recommended that Council place this draft strategy on exhibition for 28 days to allow for community input and additional communication with State Government Agencies.



Draft Rural Lands Strategy 2020



Rural Lands Strategy

Drafted 2019

Adopted 20##

© Cootamundra-Gundagai Regional Council

Cootamundra-Gundagai Regional Council acknowledges the significant input to this project by the Australian Rail and Track Corporation, Department of Primary Industries, Department of Planning, Environment and Industry Goldenfields Water, Roads and Maritime Services and the keen members of the community.

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Fishing in Morley's Creek.



Introduction

Message from the Mayor & General Manager

We are pleased to announce the release of the Cootamundra-Gundagai Regional Council Rural Lands Strategy 2020.

The Cootamundra-Gundagai Regional Council area is a diverse and varied landscape which provides a range of opportunities for agricultural land uses and other broad acre industries. From the wheat fields of Wallendbeen, to the grassy slopes of Adjungbilly to the Lucene flats of Nangus, there is almost nothing which cannot be grown in our Local Government Area.

The changing requirements of consumers and development opportunities from tree changers, waste recycling and energy producers means that there is significant land use conflicts occurring on rural lands. This strategy creates a framework for Council's new Local Environmental Plan and Development Control Plan to dictate what development is permissible and under what circumstances. The current absence of strong documents like these, leaves our Council open to undesirable development outcomes which compromise the health, wellbeing and economic prosperity of future generations.

This strategy has been the result of robust community consultation and background research and creates an agricultural vision for our community connecting the development and use of rural lands to the prosperity of our towns and villages.



Abb McAlister
Mayor



Phil McMurray
General Manager



Mayor Abb McAlister & General Manager Phil McMurray



Purpose of the Rural Lands Strategy

The merger of Gundagai and Cootamundra Shire Councils as Cootamundra-Gundagai Regional Council (CGRC) has necessitated the need for new planning instruments and policies; in particular a Local Environment Plan (LEP) and Development Control Plan (DCP) which cover the entire council area. A strategy to deal specifically with the rural lands of CGRC was proposed, aiming to analyse agricultural trends and opportunities for the area. The Rural Lands Strategy will help to update mapping for the new LEP while also providing rationale and reasoning for zoning and minimum lot sizes in rural areas.

Rural land is often neglected from a planning perspective due to more pressing planning needs in larger centres. However, development on agricultural land often has a disproportionate impact on residential and economic activity of towns, when compared to urban development, with intensive feedlots, quarries and landfills facilitated mostly on rural land. Furthermore, agricultural uses themselves such as piggeries, vineyards, feedlots and so on have a long term impact on the use and viability of a site and surrounding lands. Through the strategic planning process, controls and principles of development can be implemented for agricultural land to ensure the viability of the land into perpetuity as well as providing opportunities for emerging and new agricultural enterprises to establish in the area in a manner which is fair and equitable.

The two former shires have varied terrain and soil quality which makes formulating one course of action or plan for rural land difficult. However this should be viewed as an opportunity which makes CGRC more attractive and marketable to residents, visitors and prospective investors as a wide variation of agricultural pursuits can be explored in this single local government area.

It is Council's intention that the Rural Lands Strategy serve not only as a land use planning document, but as a plan for economic success and growth through the shared identity of agriculture. This leverages off what CGRC does best (agriculture), connections to logistic hubs and routes as well as capitalising on changing recreation and tourism trends.



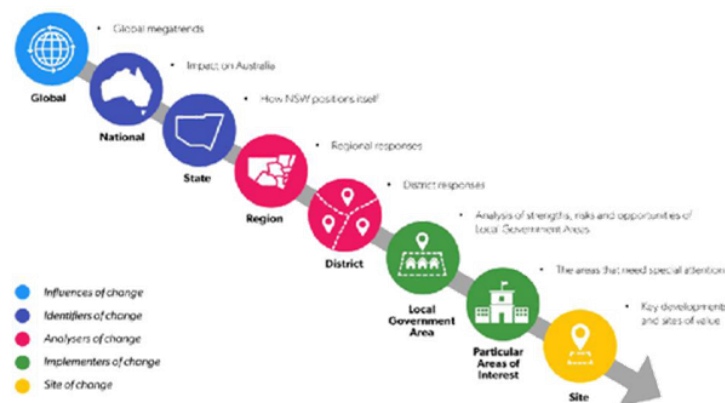
Cootamundra-Gundagai Regional Council

Strategic Context

The Rural Lands Strategy was developed over an 18 month period of research, consultation and review. This section outlines the context within which this strategy was developed.

Importantly, the Rural Lands Strategy will inform a key component of the Local Strategic Planning Statement's rural lands component and serve as the background document to the LEP and DCP.

Good strategic planning is not done in isolation, and in order to ensure the success of this strategy, it has been formulated in line with other strategic plans and considerations.



From the NSW Department of Planning's website

Community Strategic Plan: Our Place, Our Future 2018-28



The Integrated Planning and Reporting framework for local councils was developed to help councils strengthen community participation in decision making, provide corporate strategic emphasis and reduce duplication of work. As a part of this framework, Council is required to prepare a community strategic plan.

The Community Strategic Plan (CSP) is a ten year document with high level objectives, developed by the community. The CSP articulates the vision of "A vibrant region attracting people, investment and business through innovation, diversity and community spirit."

The formulation of the CSP is based on the principles of equity, access, participation and rights. The plan takes a holistic view of our community by addressing social, economic, environment and civic leadership issues.

The key direction of "Sustainable natural and built environments: we connect with the places and spaces around us" speaks directly to the role and purpose of the Rural Lands Strategy and demonstrates the connection between the community strategic plan and this strategy.

Environmental Planning & Assessment Act 1979

The Environmental Planning & Assessment Act 1979 and associated regulation legislate how local environmental plans and other planning controls are to be created. A chapter on rural development and subdivision in the DCP will be informed by this Strategy. The Rural

Lands Strategy aims to inform changes to the existing Local Environmental Plans (Cootamundra and Gundagai) and inform the forthcoming Cootamundra-Gundagai Local Environmental Plan. Objectives from the Act to encourage the proper management of land have influenced and shaped a number of the actions and recommendations of the Rural Lands Strategy.

NSW 2021



The NSW State Plan is a 10 year plan to guide policy and budget decision making. NSW 2021 works in conjunction with the NSW Budget to deliver identified community priorities. It sets goals and measurable targets outlining immediate

actions that will help achieve these goals. These goals reflect the Government's commitment to whole of State growth and delivery of projects, to improve opportunities and quality of life for people in regional and metropolitan NSW.

The Plan indirectly guides residential development through infrastructure planning. Major infrastructure plans have been used to inform, justify and support recommendations of the Rural Lands Strategy, in particular utilisation of existing and proposed freight and transport links.

Riverina Regional Action Plan 2021

The Riverina Regional Action Plan identifies the immediate actions the NSW Government will prioritise in the Riverina. These actions aim to compliment both long term strategies developed for NSW and existing regional strategies.



These priorities inform a number of directions and recommendations of the Rural Lands Strategy and serve as a basis for recommending the investment and expansion of a value add agricultural industry in our towns and villages.

Riverina-Murray Regional Plan



The Riverina-Murray Regional Plan looks broadly at the Riverina Region, with specific emphasis on the cities and towns of the region as key to the future 27% increase in population by 2036.

In terms of development, the Regional Plan provides good planning outcomes which influence recommendations for local environmental plan changes in particular.

NSW DPI Right to Farm Policy

Released in 2015, this policy establishes the baseline of agricultural land use rights and responsibilities for NSW. It emphasises the primary purpose of designated rural land as being first and foremost for the purpose of agriculture. A number of the actions from this policy have helped to shape the actions of this strategy.



Considerations of Directions Issued by the Minister (Section 9.1 Directions)

Employment & Resources

Business & Industrial Zones

The Strategy is consistent with this direction and proposes to increase usage of industrial land across the local government area, taking advantage of existing infrastructure.

Rural Zones

This strategy does not seek to rezone any rural zones to residential, business, industrial, village or tourist zone at this stage. It is acknowledged that rezonings may be required or justified by recommendations of this strategy, accordingly this document provides the strategic context for such changes and it is believed that such rezonings would be of minor significant and therefore comply with this direction.

Rural Lands

The Strategy is consistent with the purpose and intent of this direction and any resulting planning proposal from the recommendations of this strategy would be supportive of the direction.

Environment & Heritage

Environmental Protection Zones

The Strategy is consistent with this direction as it does not recommend diminishing any environmental protection zones nor impact the function of such areas.

Heritage Conservation

The Strategy is consistent with this direction as it seeks further recognition of heritage, particularly Aboriginal and other cultural heritage.

Housing, Infrastructure & Urban Development

Integrated Land Use & Transport

The Strategy is consistent with this direction as it promotes greater employment opportunities and increases in services in industrial areas and identified tourism "hotspots".

Hazard & Risk

Acid Sulfate Soils

The Strategy is consistent with this direction as it does not propose development on land identified as containing acid sulfate soils.

Mine Subsidence and Unstable Land

The Strategy is consistent with this direction as it does not propose development on land identified as unstable or in a mine subsidence area.

Flood Prone Land

The Strategy is largely consistent with this direction as it does not seek to rezone or repurpose land which is mapped as being flood prone. Noting that any development proposed in a flood prone area would need to comply with the controls of the relevant LEP and DCP, any inconsistency with this direction would be negligible.

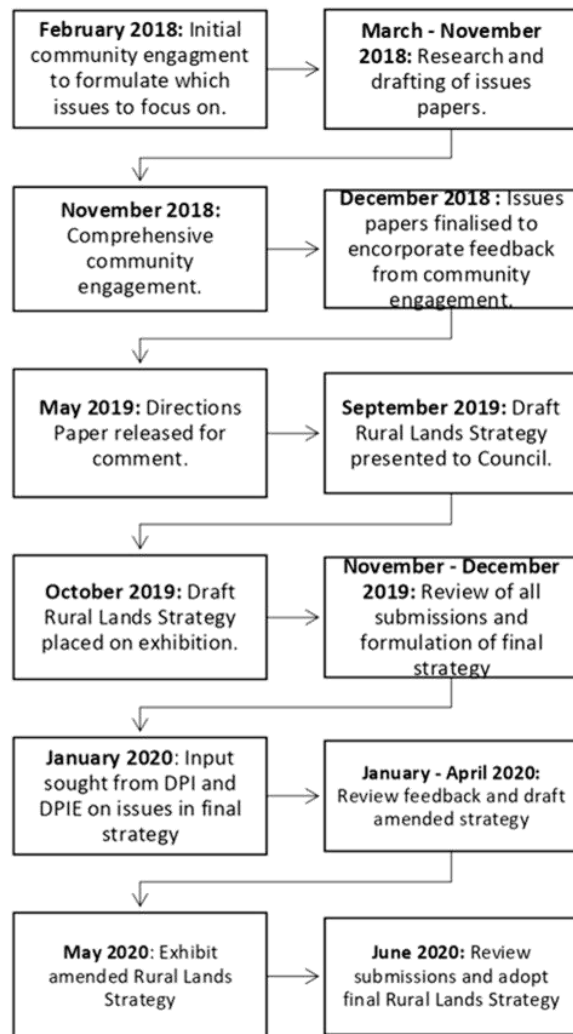
Preparation of the Strategy

The CGRC Rural Lands Strategy is a strategic document which aims to create a vision for the villages and rural communities of Cootamundra-Gundagai Local Government Area. The strategy is the culmination of research, consultation and future planning. Council began the process of creating a Rural Lands Strategy in February 2018 with the entire process showed in the flowchart to the right.

The amount of background research collated through the issues papers and community engagement meant that delays to the project timeline have pushed delivery of the final strategy back six months. While delays are never the preferred outcome, the extra time has allowed for greater consultation and reflection of the directions which shape and headline this strategy.



Community consultation for the Strategy February 2018





Direction One: Protect and Enhance Agricultural Land



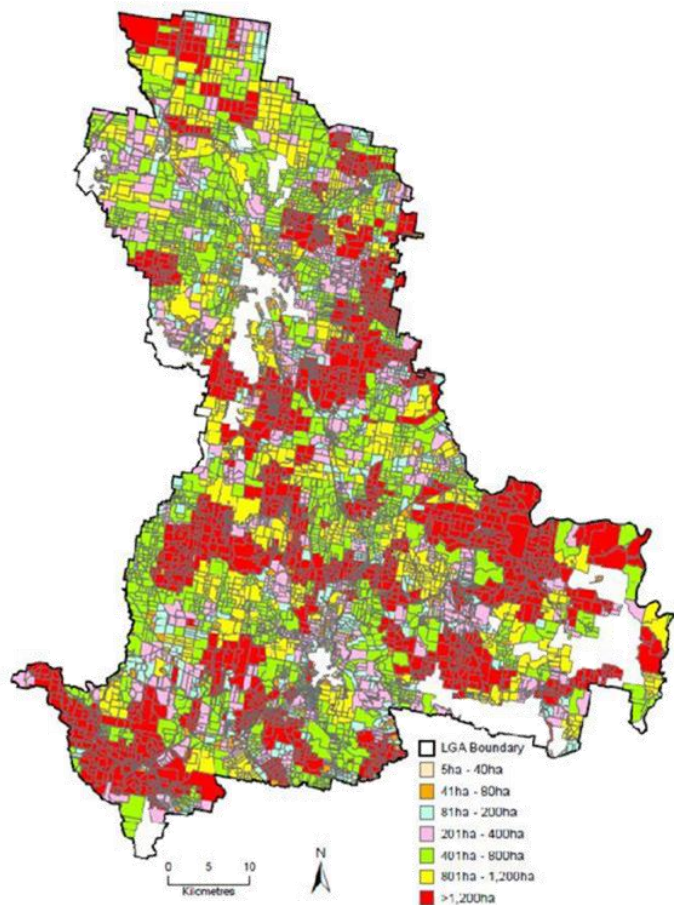
Overview

This direction focuses on protecting and enhancing the productive value of agricultural land. With such a diverse Council area, there are a range of agricultural land uses which can be undertaken in CGRC. However the increasing value of agricultural land mean that the long term prosperity of broad acre industries and large farming enterprises are threatened as affordability becomes more difficult. Similarly, the increasing demand and pressure on the agricultural sector to produce more with less has seen an increase in intensive agricultural industries. Such intensification comes with potential land use conflicts and the ability for intensive agriculture to occur and not be impinged by encroaching rural residential development must be a key consideration in future planning and land use decisions.

Considerations

Currently Zoned

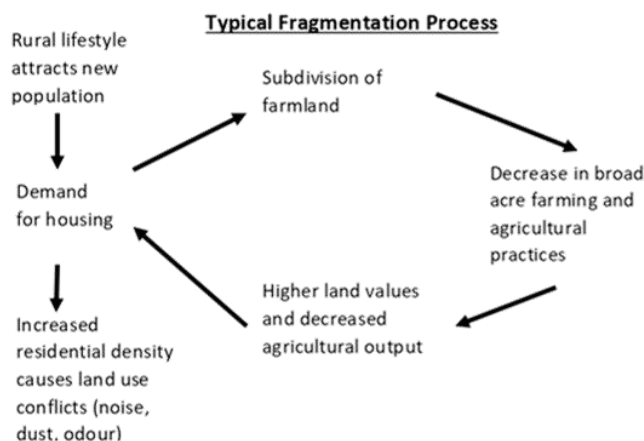
CGRC currently has an oversupply in zoned land catering to the small acreage lifestyle market. Analysis of the undeveloped RU4 – Primary Production Small Lots across the LGA reveals that there is approximately 385.7 hectares which could be subdivided to yield 123 lots and associated dwellings. On average 2.5 dwellings are approved per year on these types of lots meaning that the LGA has almost 49 years supply of acreages and other small lots. Even if an average was taken from dwelling approvals on larger rural lots (considering the ability for lots regardless of size in former Gundagai Shire to apply for a dwelling) that is 9.3 dwellings approved per year, meaning that there is a 13.2 year supply of lots.



Current, rurally zoned holding sizes

The “Tree Changer” effect

Decreasing affordability of our cities and interest in rural areas has seen a marked increase in city dwellers moving to regional areas. More often than not these people are either close to or near retirement and lack knowledge and practical skills to truly manage land and/or they are professionals seeking space. This has led to a rise in demand for smaller lots with no quantifiable agricultural output.



Changing agricultural landscape

Broadacre production areas are not a limitless resource and while it may be desirable to split the family farm for succession purposes, this erodes the long term use of the area and encourages underutilisation of the area as well as driving up land values in the long term. Nonetheless the changing agricultural climate, intensification of farming and the increasing interest in food production, hands-on

experiences, value-add and niche market opportunities have resulted in the preservation and utilisation of quality agricultural land albeit on a smaller scale. Council needs to allow flexibility in lot sizes and land uses to cater for the changing face of Australian agriculture.

Mechanisation of agricultural activities and corporate farming often results in loss of social infrastructure and community cohesiveness. Such also often results in amalgamation and accumulation of land into corporate entities at the expense of the family farm. The minimum lot size has no impact upon the corporate farming sector due to mechanisation but can act as a barrier to the continuation of family farming or even the entry into farming for those starting their farming journey.

The longstanding 40ha minimum lot size in rural Australia has had minimal impact on the use or conversion of agricultural land within the local area. This is evidenced in the case of the former Gundagai area where this minimum remains. Council will seek to unify the minimum lot size across the LGA and implement a 40ha minimum.



Mechanisation and technological advances are changing the shape of holdings

Succession planning

Succession planning is a complex issue. Family farms make up 60% of all farm businesses across Australia and there is an accumulative failure of rate of transition from the first generation onwards (see Farm Diversification and Succession Planning Issues Paper). Land owners typically hold onto numerous titles believing that each title adds incremental value or offers greater entitlement for dwellings and thus ensures an informal succession plan. This is not the case, with the use of the land tied directly to the zoning and the land size, meaning that the number of titles can be often irrelevant. However, many families only become aware of this after an event such as a death has occurred which triggers a rapid transfer of assets. To clarify this and provide certainty it is essential that Part 4 of the LEP address subdivision and dwellings on rural land. Similarly, the ability to set a minimum lot size that reflects the social infrastructure, community desires, social opportunities and opportunity to work remotely taking advantage of the central location and connectivity of the CGRC region.

Diversification

Evidence suggests that larger farms have greater opportunities to diversify (see Farm Diversification and Succession Planning Issues Paper) with better incentives to invest in technology and more space to include opportunities through other industries such as tourism.

An individual's education has also been proven to influence the diversification rate of a farm from a monocrop enterprise to a multi-faceted one. With changing social, economic and climatic conditions it is essential that farmers have better access to education and the internet.

**Actions****Action 1.1. Minimum lot sizes**

Minimum lot sizes, zoning and associated land uses be implemented in accordance with identified agricultural land value. This includes the introduction of other Rural and Environmental Zones aside from Primary Production to cater for lands with scenic and environmental values. Measures to provide consistent minimum lot sizes of 40ha across the LGA are to be supported.

Provision of lot sizes that provide maximum opportunity for niche produce and value-add enterprises supported by marketing and branding. Small boutique, intensive and niche farming enterprises are encouraged and supported by appropriate minimum lot sizes based

upon the capability of the land on which they are located and the services required.

Action 1.2. "Dwelling entitlements"

Part 4 of the proposed CGRC LEP clearly articulate permissibility and circumstances for dwelling approvals on rural land.

Action 1.3. Dual occupancies

Dual occupancies (detached) be permissible as an alternate solution for succession planning and family farm enterprises.

Action 1.4. Agricultural subdivision

Subdivision and boundary realignments below the minimum lot size for agricultural purposes continue.

Action 1.5. Land use conflict and biosecurity

Setbacks for built structures and intensive agriculture development must achieve a minimum setback of 100m from a boundary under different ownership or provide mitigating solutions to reduce the impact on neighbours. Where such land adjoins RU4, RU5 or R5 zoned land that setback shall be increased to 500m.

Land adjoining rural zones have setback requirements for buildings and strict controls requiring clearance areas for weeds and other pests.

Action 1.6. Innovation and enterprise support

Encouragement of holdings to diversify income streams to better cope with changing social, economic and climatic conditions. An ability to undertake multiple land uses on the same holding be supported in the DCP and through Council Policy.





Direction Two: Grow Agritourism



Overview

This direction focuses on supporting and allowing flexibility for tourism and regional food experiences to be developed on rural land. Impacts of standalone enterprises and the ability for holdings to be diversified to cater to the growing agritourism market need to be supported in a manner which promotes innovation but safeguards the primacy of agricultural production in rural areas.

Agritourism is an industry Council seeks to encourage not just because of the positive economic impacts of such development, but also because it provides an alternate source of income which improves the financial resilience of holdings and the community in challenging conditions.

Agritourism is a growing industry in Australia with visitor numbers to rural areas increasing by roughly 9% per annum and generating \$9.4 billion a year (see Agricultural Tourism Issues Paper).

Considerations

Land uses

Defining “agritourism” is problematic for development assessment staff as it is such a broad category with various standalone land uses interpreted differently in a mixed use environment. For ease of understanding, it is clear that there are certain uses which alone constitute an “agritourism” activity, with a further subset group which, when operating in conjunction with another land use, could be considered “agritourism”.

Agritourism

- Artisan food and drink industry
- Cellar door premises
- Farm stay accommodation
- Roadside stall

Subset of agritourism operating in a mixed use environment

- Agriculture
- Agricultural produce industry
- Bed and breakfast
- Caravan park
- Camping ground
- Restaurant or café
- Information and education facility
- Specialised retail premises

Ecotourism – as another visitor generating, rural land use

- Ecotourist facility
- Environment facility

Clause 5.4 Miscellaneous permissible uses

Particularly on smaller sites within proximity of urban areas, there can be a tendency for agritourism to encompass the entire site and create land use conflict. Accordingly, it is imperative that Clause 5.4 of the LEP be current and reflective of flexibility of agritourism whilst balancing potential land use conflicts. In particular, attention and limitation on the number of bedrooms for visitor accommodation and floor space limitation for retail areas need to be created and enforced. Current

controls under 5.4 differ between the Cootamundra LEP 2013 and the Gundagai LEP 2011. A midground between the two should be implemented and then reviewed in five years.

Transport linkages

Emphasis on the vehicle accessibility of agritourist facilities needs to be considered in the assessment of any new development. In particular, assessment of roads and their ability to handle additional light traffic. Options for Council include the ability to develop a comprehensive road standard which all agritourist facilities must be accessed by.

Opportunities to develop regional tourist routes for self-travel or by coach further create a need to assess and provide adequate onsite car and coach parking. Potential cycling routes would further create a need to consider bike lockers and shower facilities. Connection to horse trails also create a need to have stabling and other grooming facilities onsite. These standards would be detailed in the DCP.

Water, sewer and electricity

Connection to services are essential for any enterprise, however with changing technology it is possible for a building to be “off grid” and still achieve a high level of functionality. Council can be supportive of these undertakings provided that all development standards, building code requirements and requirements of other agencies are met. Additionally, a resilience plan for water during drought events would need to be prepared as a part of any application.

Regional food

Changing consumer demands for ethical and sustainable food as well as the rise of the global middle class is fuelling demand for premium agricultural products. Coupled with the reach of the internet, this market provides an opportunity for our LGA to utilise smaller holdings for the production of niche commodities as well as presenting value add opportunities either on farm or in town.

Farms wishing to diversify through regional or niche food cultivation and production should be encouraged in line with *Action 1.6 Innovation and enterprise support* of this strategy.



TASTE Riverina Food Festival showcases culinary produce of the region

Actions

Action 2.1. "Open" zones

Allow for all rural zones to be "open" meaning that "any development not specified in item 2 or 4" be listed under item 3 "permissible with consent" to allow for innovation and flexible land use.

Action 2.2. Miscellaneous permissible uses

Ensure that controls under Clause 5.4 of the LEP be realistic and unencumbering on development and use of site.

Action 2.3. Development control plan (DCP)

Create a specific subsection of the DCP under business and industrial development which deals with agritourism and artisan food businesses.

Action 2.4. Fact sheets and start up packs

Create a series of fact sheets on agritourism and regional food development. Couple this with development packs which contain all council forms and other agency contacts for a business to get started.

Action 2.5. Aboriginal heritage and culture

Undertake an Aboriginal heritage and cultural study to better understand the needs and opportunities of indigenous people and place as well as identifying opportunities for education and tourism.

Action 2.6. Active transport strategy

Undertake an active transport strategy that addresses rural links, particularly for cycling and horse riding using paper road reserves and former railway corridors.

Action 2.7. Coolac

Agritourism hotspot "Coolac" be master planned and serviced with water to allow for development and growth focused on providing produce direct to consumers and suppliers along the Hume Highway. Coolac can also be a staging point for recreational trails utilising former railway corridors.

Action 2.8. Employment and training

Support the implementation of the South West Slopes Regional Economic Development Strategy 2018-2022. Council to sponsor and partner with education providers to run short courses in agriculture and permaculture to capitalise on the "experience economy".





Overview

A key theme of this strategy is to advertise that CGRC is the area where you can find a place to grow and raise anything – this direction speaks directly to this. This direction seeks to encourage innovation and allow choice for farmers and other land holders of rural land.

Traditional cropping and grazing contributes the bulk of Australia's agricultural production. However, opportunities such as pharmaceuticals, timber and so on mean that a farm can be more than just grains and meat and still be profitable.

Consider the increased demand for native edibles and you start to view virulent pest flora like acacia baileyana a little differently. An increasingly aged population and growing middle class mean that there is increased demand for traditional and non-traditional medicines.

Considerations

Land uses

Building on the need to have "open" rural zones is the need to be specific when listing prohibited land uses. Although slightly unwieldy, to ensure clarity and confidence, land uses under item 4 need to be specific and not group terms i.e. "hardware and building supplies" rather than the group term of "retail premises".

Mixed use enterprises

Often biosecurity and farming conventions isolates produce cultivation and processing. Where it is safe and complies with state and federal guidelines, mixed use enterprises can offer security of income and

ensure that unexpected climatic conditions, economic or personal issues can be better mitigated and continuity of the stewardship of the land is maintained.

To better capture the impact of each use on another and neighbours, it is imperative that land holders obtain development consent for any applicable activity and when appropriate do a whole of farm approval to better manage impacts.

Trial opportunities

Farmers and other businesses are sometimes afforded opportunities to undertake development of new and emerging industries due to commercial opportunities or grants. Naturally, these opportunities compress the timeframe available for project planning – which often includes the approval process. Should this situation occur, Council can facilitate a working agreement with the business operator and other agencies to undertake the approval process while the trial is being conducted. The trial would have to be agreed to by all parties and for an agreed timeframe.

Particularly for new and emerging industries, data collected during the trial would directly inform any consents or licences required, should the activity be developed beyond a trial.

Internet

Research, reach and reporting are essential. Internet access is crucial for business owners to undertake a range of administrative and development tasks. Improving the coverage of telecommunications is a key priority for the development of rural industries. Council should

be advocating for continued improvement in internet coverage and access to high speed NBN with relevant State and Federal ministers.

Forestry

Forestry as an industry is a large employer and generates revenue for the eastern areas of the LGA. However, it is a contentious issue for many neighbours of plantations. The cyclic nature of a plantation means that it is a relatively “hands off” operation when compared to other agriculture such as animal grazing.

Australia has a problem with pest flora and fauna which requires constant vigilance from land owners and users. Forestry, has at times, not been as vigilant in eradicating and managing pests and it directly impacts neighbours who either suffer a profit loss and/or are required to put in greater effort in eradicating pests on property boundaries.

Strict requirements for dog proof fencing and clearances on the forestry side of a property boundary would go some way in mitigating conflicts between land holders and minimise the spread of pest flora and fauna. Education and opportunities for landholders to invest in drones and other surveillance equipment would also mitigate the physical work required to monitor boundaries.

As Australia’s climate transitions to hotter, drier conditions fire management in forests becomes increasingly important. Lessons learnt from the 1961 fires in Western Australia indicate that fuel load control in forests is paramount to successful mitigation of fire damage. Council will need to work closely with the forestry industry to implement and monitor a fire regime suitable for the maintenance of the forestry industry whilst protecting adjoining agricultural activities and nearby communities.



Forestry fuel loads are important in managing fire risk on and off site

Mining

Arguably, mining has had an extraordinary impact on the development of this LGA, in particular the gold field at Muttama which directly contributed to the founding of Cootamundra and asbestos mining around Gundagai and Coolac being a lucrative local industry for many years.

Despite this history, mining is generally restricted to quarries for gravel or sand these days. A local boom in quarrying for road base occurred with the duplication of the Hume Highway, and the ongoing demand for local road projects has continued to sustain a number of quarries.

It is likely that mining will be limited to quarries in the future with only six exploration licences for minerals active in the LGA, which are unlikely to result in large scale mining activities.

Landfill

The increasing sophistication of technology and resource recovery means that the likelihood of new landfill sites are limited. Despite this, the impact of such sites due to contamination and traffic generation bear discussion in relation to this LGA being a possible site for any new facilities.

Extensive consultation and evaluation via the Mining, Disused Mines and Landfill Issues Paper has resulted in a proposed stance for CGRC being that there is general support for the improvement of existing facilities to intensify operations provided the physical footprint is not expanded and impacts such as odour, noise and traffic are not increased or are generally acceptable. No new sites or facilities are supported outside of existing general and heavy industrial areas or within a 2km radius of a residential zone or receptor.

Electricity generating works

Electricity generating works, in particular solar and wind has become an emerging land use in rural Australia. Solar farms are preferably located on flat areas which are open and sunny – incidentally these are often areas of high agricultural value for cropping or grazing. Wind farms are located on ridge lines which are typically cleared of vegetation and highly visible from great distances.

Evidence from large solar developments in surrounding areas indicate poor management of weeds which agitates neighbourhood conflicts. While some electricity generating farms would be approved as State Significant Development, those that would be approved by Councils are done so under the provisions of the State Environmental Planning Policy (Infrastructure) 2007. This leaves no ability for Council to prohibit such development on rurally zoned land.

Due to the low level of supervision usually required for such facilities, pest management and impacts can be problematic. Having said this, specific controls under the Business and Industrial section of the DCP relating to solar energy systems such as grazing of the site, appropriate fencing and measures to minimise the spread of weeds and other pests will help to mitigate the impacts of such development.



Solar farms and energy generating works offer alternative income streams for rural land

Actions**Action 3.1. Specific land uses prohibited**

To ensure clarity and confidence land uses under item 4 need to be specific and not group terms i.e. “hardware and building supplies” rather than the group term of “retail premises”.

Action 3.2. Development control plan (DCP)

Create a specific subsection of the DCP under business and industrial development which deals with intensive agriculture and forestry to better manage land use conflicts.

Action 3.3. On farm trials

Allow for trials of small scale agriculture without development consent provided environmental and amenity impacts do not give rise for concern for Council and other agencies. The scale and timeframe must also be agreed to in writing. These uses and circumstances would need to be listed in Schedule 2 of the LEP.

Action 3.4. Medical crop cultivation and processing industry

Encourage the development, where appropriate, of medical crop cultivation and allow for flexibility in land use to process on farm as an ancillary activity or as a standalone industrial facility in town.

Action 3.5. Native plants

Encourage exploration of endemic flora and fauna as a source of native food, wood and fibre. Look at opportunities for native plants to serve as drought fodder and wind brakes to increase the tree canopy of the LGA, improve water retention and resilience to drought.

Action 3.6. Forestry

Develop the RU3 – Forestry zone to include more objectives and detailed land uses to allow for reuse of disposed sites and to ensure that development consent is sought when required.

Develop a bushfire management regime in conjunction with DPI Forestry and NSW RFS to manage forest fuel loads to minimise risk.



Explore native plants as a source of niche, value-add produce

Action 3.7. Landfill

"Waste or resource management facility" including:

- (a) a resource recovery facility,
- (b) a waste disposal facility,
- (c) a waste or resource transfer station,
- (d) a building or place that is a combination of any of the things referred to in paragraphs (a)–(c).

Be restricted to general and heavy industrial sites and rural zones with appropriate buffer distances and controls.

Action 3.8 Electricity generating works

Controls specific to electricity generating works (100kW or greater) be included in the DCP, including site maintenance through grazing (this includes providing infrastructure for the sustainment of onsite grazing), fencing and clearance areas along boundaries.





Overview

This direction focuses on leveraging off of existing transport infrastructure as an impetus for developing a value add industry for agriculture in our towns and villages as well as enhancing opportunities for existing value add industries.

By minimising the length of time and distance between primary producer, manufacturer and market there is the added benefit of decreasing the carbon footprint of the agricultural process and retaining as many flow on benefits to the local area as possible.

Considerations

Brand “Riverina”

The intrinsic value of brand “Riverina” as an existing brand of agricultural reputation to encourage value add industry and primary production in our LGA. In the same way that “Margaret River” or “Sunraysia” evokes a certain image of region and quality, so too does “Riverina”. Being the northern gateway to the Riverina, this LGA has an ability to specialise in produce which is not grown elsewhere in the region and/or simply act as a staging point for Riverina products to reach market.



Riverina-Murray Region

A key focus of the Regional Plan is the importance of infrastructure, in particular freight and logistics infrastructure to get produce to markets. This LGA is afforded many touch points into the freight network in four key areas:

Coolac

Coolac is a relatively flat village area which fronts the Hume Highway. Coolac Road (former Hume Highway) and the Muttama Road overpass are strategic assets which would be desirable to developers for industrial land use should connection to potable water be secured.

Cootamundra

Cootamundra’s main link into the freight network is via road which services local value add industries and provides connections to intermodal terminals such as Bomen or Harefield.

There is a unique opportunity for Cootamundra to develop as a hump rail yard or freight rail yard due to its proximity to the Inland Rail and position on the Sydney-Melbourne line. This proposal has limited impact on the agricultural production of the LGA, however it does mean that Cootamundra is limited to freight movement via road in the absence of a rail intermodal facility or the airport being developed as a small scale freight facility.

Gundagai

Gundagai links into the road freight network via the Hume Highway with several main regional and state roads which connect onto the highway including Gocup Road and Nangus Road. These roads connect other major regional towns such as Junee and Tumut to the Hume Highway but also service a number of agricultural enterprises between

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these. As such, Gundagai is a key touch point for agricultural freight. Development within Gundagai needs to be conducted in such a manner so as to not interfere with the purpose and use of freight network, meaning that the road hierarchy for Gundagai Town needs to afford these roads right of way.

With limited flat land appropriate for industrial development, it is assumed that Gundagai is limited to the Gundagai Meat Works as a bulk agriculture value add industry. Having said this, there is significant potential for Gundagai to develop as a touch point for local produce through the visitor information centre and retail along Sheridan Street. Establishment of a road hierarchy in town is essential to allow for the separation between freight heavy vehicles and commuter light vehicles. It is suggested that freight movements be concentrated in South Gundagai, with light vehicle ingress and movement around Gundagai Town focused through the northern and middle highway entry points.



The Hume Highway is an important transport link for the LGA

Stockinbingal

Stockinbingal is in the fortunate position of being the cross section of the Inland Rail, Lake Cargelligo railway line, Burley Griffin Way and Stockinbingal Road. The development of the Inland Rail has the

potential to enhance the grain receivable depots at Stockinbingal – one of the few guaranteed to operate year on year as well as develop as a siding for produce from the Murrumbidgee Irrigation Area, in particular Griffith through the Burley Griffin Way connection.

Actions

Action 4.1. Establish urban containment lines for towns

As a part of the CGRC LEP drafting process, Council is to establish and adopt urban containment lines for Cootamundra and Gundagai. This is to include an articulation area of large residential lots as well as acreages. As part of this measure Council will investigate a value capture policy.

Action 4.2. Intermodal/siding at Stockinbingal

Work with ARTC and other relevant authorities to service a potential industrial site at Stockinbingal which is to be zoned as general industrial in the CGRC LEP.

Action 4.3. Improve signage off main roads and rural addressing

Improve the signage for local roads and encourage renewal of property addressing where it is unclear. Allocate all rural holdings a physical address based on entry point.

Action 4.4. Direct access to regional roads be limited

Where access can be achieved via a local road, consent for a new or additional entry onto to a regional, state or federal road is not to be granted.

Action 4.5. Agribusiness opportunities in industrial areas

Ensure that all industrial zones are open and allow for agribusiness to develop.



Direction Five: Increase Resource Efficiency



Overview

Environmental pressures of a changing climate and the spread of pest flora and fauna present a number of challenges for land owners with increased and prolonged drought. Despite the challenges, adversity can present opportunities for new business and innovation for existing business to solve problems or cater to a new market.

Council seeks to implement a regulatory framework which complies with State and other agency requirements but still allows for flexibility to trial and implement new business methods and opportunities.

Considerations

Water

Access to water is essential for agricultural production, however with less frequent rainfalls and decreasing reach of waterways, traditional farming and crops may no longer be viable. Earthworks such as terraforming and increased tree plantings can help retain water on farm, however this may decrease seepage and recharge of aquifers



and creeks which in turn will lead to a net loss of water in our waterways. Conversely flood events, including inundation events are increasing in frequency and can quickly wipe out stock and crops.

Water management is a complex issue which is impacted by a number of internal and external factors. Council can assist the management of water by practicing good water management and adhering to the NSW Government's Water Reform Action Plan.

Riparian corridors

Riparian areas are land corridors alongside creeks, streams, gullies, rivers and wetlands. Revegetation along riparian corridors helps to improve water quality, reduce evaporation and mitigate erosion.

Riparian corridors are particularly vulnerable on cleared, grazed land with degradation from uncontrolled stock access and loss of bank stability. Fencing and vegetating riparian corridors improves the water quality and biodiversity of catchments, but also provides a number of on-farm benefits such as improving water supply, shading and wind breaks.

Weeds

Often a by-product of neglect, weeds are becoming an ever increasing problem with changing climate facilitating an environment for new, invasive weeds and out of season weed growth. While lands owners have obligations under the Biosecurity Act 2015, there are also obligations relating to the impact of weeds on conservation areas and other native pastures under the Biodiversity Conservation Act 2016.



Field invaded by blackberry and rubus leucostachys

Small acreages and hobby farms pose a particular threat in this area (although forestry and other industries often harbour weeds and pests). These smaller vacant properties are sometimes poorly managed and weeds can quickly spread onto neighbouring productive farms.

Council has a Bio Security Officer who looks at weed and pest control by enforcing State and Local legislation. Through the DCP and other policy documents, Council could mitigate the spread of weeds by mandating better fencing and clearance areas during the development stage, and producing fact sheets and other guidance material on how and when to clear weeds and options such as using certain animals to target problem areas.

Feral animals

Feral animals cause millions of dollars' worth of damage to the agricultural economy through lost stock and productivity. While many primary producers see the value in better fencing to deter foxes, dogs, cats and so on, the cost of materials and labour can make this a cost prohibitive exercise, especially when other animals such as llamas, donkeys, maremma dogs and so on can cost less than fencing and deter some feral animals.

Land owners have responsibilities to not only maintain their site so as to not provide a harbour for feral animals but to also minimise the spread of feral animals where possible.

Regenerative farming

Regenerative farming uses practices and methods to increase biodiversity, improve soil and nurture endemic ecosystems. The most common management system is "no till" or "reduced till" pastures.

The primary objective of regenerative farming is to increase the top soil to such an extent that less external compost is required, the nutrient value of the soil is improved and the property is generally more resistant to extreme weather events. The economic benefit being reduced labour and fertiliser input overtime with greater yields.

There are a number of different methods and practices which follow the principles of regenerative farming, however the method chosen depends on the needs of the land owner, requirements of the land, land capability and finances. The rise in popularity for regenerative farming has grown in line with other whole of system thinking such as permaculture and rewilding through education as well as consideration of climatic and population concerns.

Trees

Trees serve not only to carbon capture as an above ground biomass, but can provide shelter for animals, habitat for birds, spiders and insects which eat crop pests, slow hot winds, decrease soil loss as a wind break and provide fodder during drought. Flowering trees also help support bee communities, which in turn improves crop yields.

Council is committed to increasing the tree canopy across the LGA and will set a tree canopy target through a tree canopy plan. Rural subdivision could contribute by conditioning tree plantings along new property boundaries.

Council process

Council regulates land uses and building work through State legislation and Local planning frameworks. Necessarily legalistic to allow for enforcement and reduce ambiguity, these documents can be jargonistic and difficult to understand.

As a merged council, CGRC's local planning instruments are more complex than necessary. Working towards a new Local Environmental Plan and Development Control Plan for the whole council area will assist in reducing confusion. The development of plain English fact sheets for various types of development will assist in the community's understanding of the development process.

It is not unusual for Council to be the last to be consulted, with applicants spending large amounts of money on plans and designs only to either have to redo them and/or discover that what they want to do is not permissible. Encouraging Council to be one of the first ports of call is essential for creating a positive development experience.

Actions

Action 5.1. Transparent decision making

Information on legislation and legislative process is readily and easily available to the general public. Plain English fact sheets and opportunities to meet with Council staff are available.

Action 5.2. Regularly reviewed legislation and policy

The LEP and DCP is reviewed every five years as a minimum. Policies and fact sheets are reviewed every two years as a minimum.

Action 5.3. Education and compliance

Education of the community regarding Council's responsibilities and the responsibilities of land owners is targeted through social media, print, radio and Council's website.

Action 5.4. Unified approach

Council, Department of Primary Industries, Office of Environment and Heritage (Environment) and Local Land Services create a working group which discusses matters relevant to the rural environment of CGRC and proposes actions for each organisation to implement or investigate.

Action 5.5. Regenerative farming encouraged

Regenerative farming encouraged through community education online and in newsletters as well as minimisation of red tape for major regeneration works with delays to integrated development along waterways minimised via representation through the working group proposed in Action 5.4.

Action 5.6. Improve water quality

Improve the quality of stormwater by reducing reliance on chemicals, reduce nutrient run off, erosion and loss of top soil through increased tree canopy across the LGA through a tree canopy plan.



Action 5.7. Tree canopy

Set a realistic target for total tree canopy for the LGA and set about implementing this in the next 30 years with an adopted tree canopy plan.

Trees in parks, road verges & private spaces contribute to LGA canopy



Implementation of the Rural Lands Strategy is organised in accordance with the identified actions of the Strategy.

Protect and Enhance Agricultural Land				
	<i>Action</i>	<i>Need</i>	<i>Timeframe</i>	<i>Outcome</i>
1.1.	Minimum lot sizes	Achieve consistency between the LEPs of former Cootamundra and Gundagai Shires as well as allowing for development to occur on land which is already fragmented and in individual ownership.	Short term	<p>Minimum lot sizes, zoning and associated land uses be implemented in accordance with mapped agricultural land value. This includes the introduction of other Rural and Environmental Zones aside from Primary Production to cater for lands with scenic and environmental values. Measures to provide consistent minimum lot sizes across the LGA are to be supported.</p> <p>Provision of lot sizes that provide maximum opportunity for niche produce and value-add enterprises supported by marketing and branding. Small boutique, intensive and niche farming enterprises are encouraged and supported by appropriate minimum lot sizes based upon the capability of the land on which they are located and the services required.</p>
1.2.	"Dwelling entitlements"	Clarification for land holders and consistency between the LEPs of former Cootamundra and Gundagai Shires.	Short term	Part 4 of the proposed CGRC LEP clearly articulate permissibility and circumstances for dwelling approvals on rural land.
1.3.	Dual occupancies	Alternate solution for farm succession planning rather than fragmenting existing holdings.	Ongoing	Dual occupancies (detached) be permissible as an alternate solution for succession planning and family farm enterprises.
1.4.	Agricultural subdivision	To allow for flexibility for land owners to expand and contract holdings when required.	Ongoing	Subdivision and boundary realignments below the minimum lot sizes for agricultural purposes continue.

1.5.	Land use conflict and biosecurity	Reduce land use conflict and promote rural amenity.	Ongoing	<p>Setbacks for built structures and intensive agriculture development must achieve a minimum setback of 100m from a boundary under different ownership or provide mitigating solutions to reduce the impact on neighbours. Setbacks for built structures and intensive agriculture development must achieve a minimum setback of 100m from a boundary under different ownership or provide mitigating solutions to reduce the impact on neighbours. Where such land adjoins RU4, RU5 or R5 zoned land that setback shall be increased to 500m.</p> <p>Land adjoining rural zones have setback requirements for buildings and strict controls requiring clearance areas for weeds and other pests.</p>
1.6.	Innovation and enterprise support	Ensure that our agricultural holdings and enterprises are as resilient as possible.	Ongoing	<p>Encouragement of holdings to diversify income streams to better cope with changing social, economic and climatic conditions including an ability to undertake multiple land uses on the same holding be supported in the DCP and through Council policy.</p>

Grow Agritourism				
	<i>Action</i>	<i>Need</i>	<i>Timeframe</i>	<i>Outcome</i>
2.1.	"Open" zones	Achieve consistency between the LEPs of former Cootamundra and Gundagai Shires as well as allowing for development to occur on land as appropriate.	Short term	Allow for all rural zones to be "open" meaning that "any development not specified in item 2 or 4" be listed under item 3 "permissible with consent" to allow for innovation and flexible land use.
2.2.	Miscellaneous permissible uses	Achieve consistency between the LEPs of former Cootamundra and Gundagai Shires as well as allowing for development to occur on land as appropriate.	Short term	Ensure that controls under Clause 5.4 of the LEP be realistic and unencumbering on development and use of site.
2.3.	Development control plan (DCP)	Ensure that development assessment standards are consistent across the LGA.	Short term	Create a specific subsection of the DCP under business and industrial development which deals with agritourism and artisan food businesses.
2.4.	Fact sheets and start up packs	Clarify the development process and provide guidance.	Ongoing	Create a series of fact sheets on agritourism and regional food development. Couple this with development packs which contain all council forms and other agency contacts for a business to get started.
2.5.	Aboriginal heritage and culture	Better understanding of the first people and how they interacted with the land as well as preserving artefacts and storylines through education and information.	Medium term	Undertake an Aboriginal heritage and cultural study to better understand the needs and opportunities of indigenous people and place as well as identifying opportunities for education and tourism.
2.6.	Active transport strategy	Achieve better connections with towns and villages as well as	Medium term	Undertake an active transport strategy that addresses rural links, particularly for cycling and

		fostering a recreational tourism industry.		horse riding using paper road reserves and former railway corridors.
2.7.	Coolac	<ul style="list-style-type: none"> • Grow and promote Coolac as a major highway service hub. • Ensure that Council and developers are investing in the most cost efficient and value for money way. 	Medium – long term	Agritourism hotspot “Coolac” be master planned and serviced with water to allow for development and growth focused on providing produce direct to consumers and suppliers along the Hume Highway. Coolac can also be a staging pointing for recreational trails utilising former railway corridors.
2.8.	Employment and training	Consistency between Council and State plans.	Ongoing	Support the implementation of the South West Slopes Regional Economic Development Strategy 2018-2022. Council to sponsor and partner with education providers to run short courses in agriculture and permaculture to capitalise on the “experience economy”.

Encourage Diversity of Rural Industries				
	<i>Action</i>	<i>Need</i>	<i>Timeframe</i>	<i>Outcome</i>
3.1.	Specific land uses prohibited	Achieve consistency between the LEPs of former Cootamundra and Gundagai Shires as well as allowing for development to occur on land as appropriate.	Short term	To ensure clarity and confidence land uses under item 4 need to be specific and not group terms i.e. “hardware and building supplies” rather than the group term of “retail premises”.
3.2.	Development control plan (DCP)	Ensure that development assessment standards are consistent across the LGA.	Short term	Create a specific subsection of the DCP under business and industrial development which deals with intensive agriculture and forestry to better manage land use conflicts.
3.3.	On farm trials	To allow for innovation and change.	Short term	Allow for trials of small scale agriculture without development consent provided it is not of concern to Council and other agencies. The scale and timeframe must also be agreed to in writing. Some uses and circumstance should be listed in Schedule 2 of the LEP.
3.4.	Medical crop cultivation and processing industry	To allow for flexibility for land owners to innovate when presented with opportunities.	Ongoing	Encourage the development, where appropriate, of medical crop cultivation and allow for flexibility in land use to process on farm as an ancillary activity or as a standalone industrial facility in town.
3.5.	Native plants	To allow for flexibility for land owners to innovate when presented with opportunities.	Ongoing	Encourage exploration of endemic flora and fauna as a source of native food, wood and fibre. Look at opportunities for native plants to serve as drought fodder and wind brakes to increase the tree canopy of the LGA, improve water retention and resilience to drought.
3.6.	Forestry	<ul style="list-style-type: none"> • To reduce land use conflict. • Provide option for the disposal of forestry land. 	Short term	Develop the RU3 – Forestry zone to include more objectives and detailed land uses to allow for reuse of disposed sites and to ensure that development consent is sought when required.

		<ul style="list-style-type: none"> • Allow flexibility and use for current land holders. 		Develop a bushfire management regime in conjunction with DPI Forestry and NSEW RFS to manage forest fuel loads to minimise risk.
3.7.	Landfill	Achieve consistency between the LEPs of former Cootamundra and Gundagai Shires as well as allowing for development to occur on land as appropriate.	Short term	<p>“Waste or resource management facility” including:</p> <ul style="list-style-type: none"> (a) a resource recovery facility, (b) a waste disposal facility, (c) a waste or resource transfer station, (d) a building or place that is a combination of any of the things referred to in paragraphs (a)–(c). <p>Be restricted to general and heavy industrial sites and rural zones with appropriate buffer distances and controls.</p>
3.8.	Solar farms	<ul style="list-style-type: none"> • Reduce land use conflicts. • Ensure that development assessment standards are consistent across the LGA. 	Short term	Controls specific to electricity generating works (100kW or greater) be included in the DCP including site maintenance through grazing (this includes providing infrastructure for the sustainment of onsite grazing), fencing and clearance areas along boundaries.

Promote and Encourage Value Add Industries to Take Advantage of Transport Links and Local Resources				
	<i>Action</i>	<i>Need</i>	<i>Timeframe</i>	<i>Outcome</i>
4.1.	Establish urban containment lines for towns	Reduce urban sprawl and protect the primacy of agricultural land.	Short term	As a part of the CGRC LEP drafting process, Council is to establish and adopt urban containment lines for Cootamundra and Gundagai. This is to include an articulation area of large residential lots as well as acreages. As part of this measure Council will investigate a value capture policy.
4.2.	Intermodal/siding at Stockinbingal	Take advantage of major infrastructure spending and implementation.	Short term	Work with ARTC and other relevant authorities to service a potential industrial site at Stockinbingal which is to be zoned as general industrial in the CGRC LEP.
4.3.	Improve signage off main roads and rural addressing	Improve accessibility.	Ongoing	Improve the signage for local roads and encourage renewal of property addressing where it is unclear. Allocate all rural holdings a physical street address based on main entry point.
4.4.	Direct access to regional roads be limited	Limit conflicts along major corridors and ensure that maximum speeds are achieved.	Ongoing	Where access can be achieved via a local road, consent for a new or additional entry onto to a regional, state or federal road is not to be granted.
4.5.	Agribusiness opportunities in industrial areas	Achieve consistency between the LEPs of former Cootamundra and Gundagai Shires as well as allowing for development to occur on land as appropriate.	Short term	Ensure that all industrial zones are open and allow for agribusiness to develop.

Increase Resource Efficiency				
	<i>Action</i>	<i>Need</i>	<i>Timeframe</i>	<i>Outcome</i>
5.1.	Transparent decision making	Re-establish community trust in government organisations.	Ongoing	Information on legislation and legislative process is readily and easily available to the general public. Plain English fact sheets and opportunities to meet with Council staff are available.
5.2.	Regularly review legislation and policy	<ul style="list-style-type: none"> • Ensure that there is consistency between Council and State plans and policies. • Allow for innovation and emerging trends to develop in the area. 	Ongoing	The LEP and DCP is reviewed every five years as a minimum. Policies and fact sheets are reviewed every two years as a minimum.
5.3.	Education and compliance	<ul style="list-style-type: none"> • Improve education of the community as to Council's role. • Establish the benchmark for Council compliance. 	Ongoing	Education of the community regarding Council's responsibilities and the responsibilities of land owners is targeted through social media, print, radio and Council's website.
5.4.	Unified approach	Ensure that all government agencies are being consistent when dealing with rural issues.	Ongoing	Council, Department of Primary Industries, Office of Environment and Heritage (Environment) and Local Land Services create a working group which discusses matters relevant to the rural environment of CGRC and proposes actions for each organisation to implement or investigate.
5.5.	Regenerative farming encouraged	Improve resilience and yield of agricultural land.	Ongoing	Regenerative farming encouraged through community education online and in newsletters as well as minimisation of red tape for major regeneration works with delays to integrated development along waterways minimised via representation through the working group proposed in Action 5.4.

5.6.	Improve water quality	Ensure that water is managed appropriately.	Ongoing	Improve the quality of stormwater by reducing reliance on chemicals, reduce nutrient run off, erosion and loss of top soil through increased tree canopy across the LGA through a tree canopy plan.
5.7.	Tree canopy	To address climate risk and improve resilience of agricultural land.	Long term	Set a realistic target for total tree canopy for the LGA and set about implementing this in the next 30 years with a tree canopy plan.



8.5 REGULATORY SERVICES

Nil

8.6 ASSETS

8.6.1 PLANT INCOME MANAGEMENT

DOCUMENT NUMBER	325814
REPORTING OFFICER	Ganesh Ganeshamoorthy, Manager Assets
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

The Plant Income Management report for 2019/20 financial year be received and noted.

Introduction

Cootamundra-Gundagai Regional Council Plant Benchmarking is based on the guidelines provided by the Institute of Public Works Engineering Australia (IPWEA) Plant Vehicle Management Manual. For certain categories of plant, the actual hours of usage are below the bench marking hours. A detailed review on how to increase the usage of these items of plant, or to consider marking alternative arrangements, will be done as part of the Plant Management Program.

The management of Light Fleet, Plant and Heavy Vehicle and the changeover/replacement policy for the same, is critical to ensure operational requirements are met and best value is provided for Council and the Cootamundra and Gundagai communities.

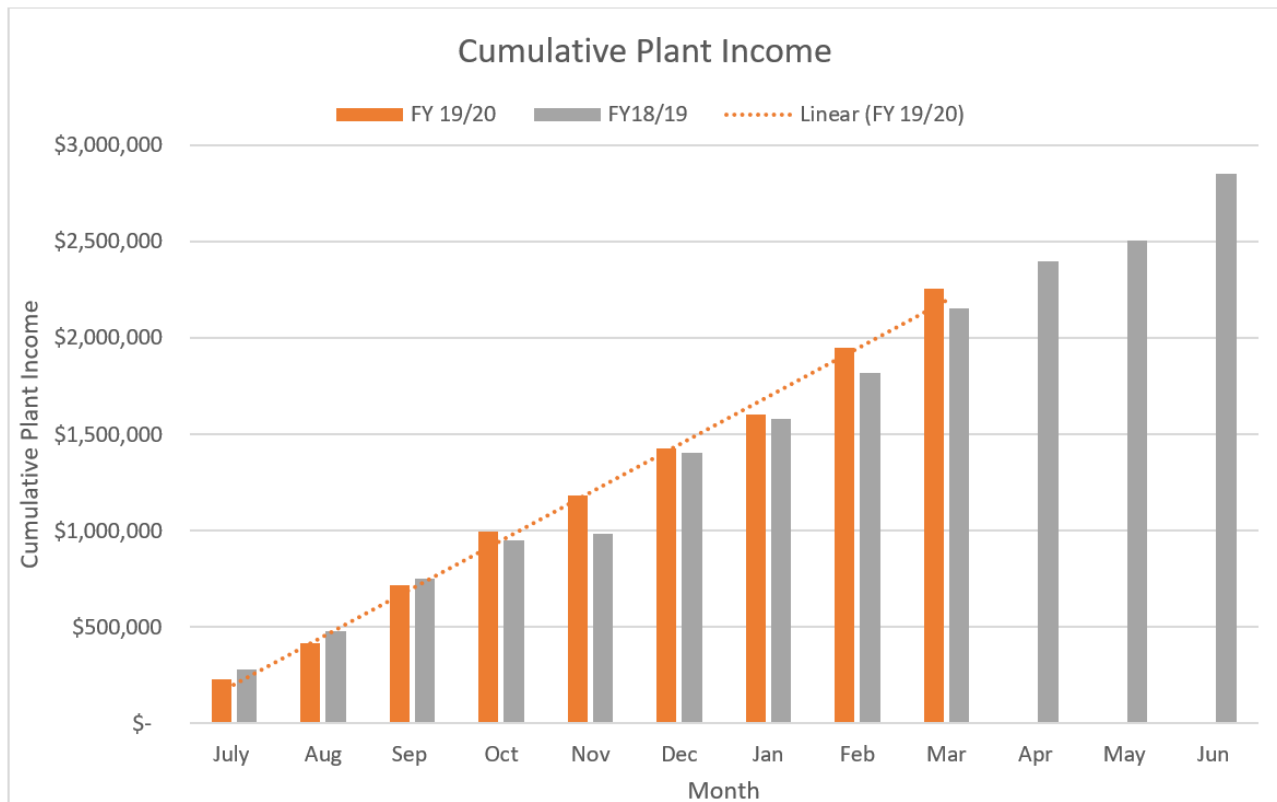
Discussion

Life Cycle Cost

Internal hire rates are based on the whole of life cycle costs and annual budget internal hire rates reflect full cost recovery including the cost of replacement. Depreciation charges reflect the level of funding required to replace an items optimum replacement point. A review of the existing data revealed that rates for certain plant items needs to be altered to reflect the full cost recovery and to improve the plant replacement fund.

The available data for actual expenditure for each plant items is only for 2018/19 and 2019/20. Therefore, it is proposed to review and alter the internal hire rate at the end of this financial year and implement the new hire rates from 1st July, 2020 for the 2020/21 financial year.

The figure below shows the cumulative plant income for 2018/19 and 2019/20. The trend line indicates that the Plant Income for 2019/20 is on target to exceed the Plant Income during 2018/19.



During the 2019/20 financial year the following Plant Income has been recorded:

	Description	Amount
	Plant Income at the end of March, 2020	\$2,235,585
	Highest Monthly Plant Income (February, 2020)	\$350,000
	Lowest Monthly Income (January, 2020)	\$175,000
	Average Monthly Income	\$265,000

The following table provides plant income for the remaining period of the current financial year and additional bulk bookings to be made for plant items to achieve the budget figure.

	Description	Amount
	Plant Income at the end of March, 2020	\$2,235,585
	Current Shortfall – Budget less actual YTD	\$ (1,184,415)
	Forecast Plant Income from April to June, 2020	\$1,050,000
	Booking for Plant items with usage significantly below benchmark hours	\$115,000
	Forecast Plant Income for 2019/20	\$3,400,585

Proposed additional Plant Income

It is proposed to achieve the following income for the various categories of plants listed below by booking the usage to relevant work order numbers or to relevant operational areas.

Plant Category		Proposed Income
Skid Steer		\$11,000
Forklift		\$2,000
Garbage Compactor		\$52,000
Minor Plant		\$17,000
Trailers		\$6,000
Trucks		\$13,000
Light Vehicles		\$14,000
Total		\$115,000

The Forecast Plant Income is projected to be a shortfall of \$20,000 below original 19/20 Budget.

Within the Plant Replacement Program, the Gundagai garbage truck has never been part of the plant fund and will be replaced from the Waste reserve, reducing the cost to the plant fund by approximately \$400k required in the coming quarter. This adjustment will be included in the March QBR, and that a revised Plant Replacement Programme is the focus of ongoing meetings, with a final draft to be presented to the May meeting. Items of plant will be identified for disposal based on usage, during upcoming discussions.

8.7 CIVIL WORKS

8.7.1 TENDER FOR WINNING AND CRUSHING OF GRAVEL

DOCUMENT NUMBER	325783
REPORTING OFFICER	Shelley Liehr, Executive Assistant - Operations
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 3.2 Our built environments support and enhance liveability
FINANCIAL IMPLICATIONS	Value of tender expected to exceed \$250,000.
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 endorse the open tendering method for the proposed contract for winning and crushing of gravel.
2. A further report be prepared and submitted for the consideration of Council at the completion of the tendering process.

Introduction

Council's gravel stockpiles in the Cootamundra area are low and, as such, new material needs to be sourced from existing private pits. In order to win this material, Council has previously arranged these works via a contractor after advertising a tender.

In 2016 material was won and stockpiled with 10,000m³ being sourced from several pits. Once won and crushed the material goes into Council store and is costed accordingly against various jobs. Such jobs include road construction and gravel resheeting.

This tender would be applicable to gravel sources around the whole local government area.

Discussion

Part 3, Division 1, Section 55 (1)(e) of the Local Government Act, 1993 states that Council must invite tenders before entering into any number of contracts, such as a contract for the provision of goods or materials to the Council for amounts over \$250,000 including GST or contracts expected to exceed two (2) years. Further, Part 7, Division 2, Section 166 of the Local Government (General) Regulation 2005, states that whenever a council is required by Section 55 of the Act to invite tenders before entering into a contract, the council must decide which method of tendering is to be used. The following methods may be chosen:

- (a) The open tendering method by which tenders for the proposed contract are invited by public advertisement.

- (b) The selective tendering method by which invitations to tender for a proposed contract are made following a public advertisement asking for expressions of interest. And,
- (c) The selective tendering method by which recognised contractors, selected from a list prepared or adopted by the council, are invited to tender for proposed contracts of a particular kind.

In this instance, open tendering is seen to be the most beneficial and fair method in the case of winning and crushing of gravel.

8.7.2 CIVIL WORKS & TECHNICAL SERVICES REPORT - APRIL 2020

DOCUMENT NUMBER	325779
REPORTING OFFICER	Shelley Liehr, Executive Assistant - Operations
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 3.2 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	Nil

RECOMMENDATION

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

Introduction

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

Discussion

Maintenance grading and some gravel resheeting has been undertaken on various roads to the west of Stockinbingal which was initiated by the heavy rainfall in that area in March, 2020. Gundagai crews have completed maintenance grading on Kangaroo Mount Road with the crew continuing towards Carrs Road and Wee Jasper Road.

Works on the Gap Bridge project are fundamentally complete. Over the last month work on finishing and trimming the pavement was completed which seen the project bitumen sealed. New signage has been installed and line marking has been undertaken along the length of the project. The project has also involved the replacement and installation of new guard rail in order to meet new safety standards and requirements, in particular the approaches to the Gap Bridge and along the left-hand side ascending from the southside of the underpass.

The last of the annual resealing projects have been completed around the whole local government area. some of these projects are yet to be re-line marked, which is expected to be completed by the end of April, 2020.

The Adjungbilly Road project has now reached practical completion with stabilisation and sealing completed prior to the Easter break. The Muttama Road reconstruction project is continuing with placement of DGB20 road base now underway. This project is being funded from the regional road REPAIR program.

Drainage work is continuing on West, Punch and Luke Streets. A new concrete spoon drain has been poured in West Street and kerb and gutter installed in Punch and Luke Streets. These works were part of the stormwater mitigation works being funded from the Stronger Communities Grants.

8.8 TECHNICAL SERVICES

Nil

8.9 FACILITIES

Nil

8.10 WASTE, PARKS AND RECREATION

Nil

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN**9.1 NOTICE OF MOTION - THAT THE WASTE STRATEGY PLAN BE ADOPTED AND MADE AVAILABLE FOR PUBLIC REVIEW AND COMMENT.**

DOCUMENT NUMBER	325770
REPORTING OFFICER	Charlie Sheahan, Councillor
AUTHORISING OFFICER	Phillip McMurray, General Manager

The following Notice of Motion signed by Councillor Charlie Sheahan was submitted on 9 April, 2020.

I hereby give notice of my intention to move the following motion at the Council meeting of :

MOTION

That the Waste Strategy Plan be adopted and made available for public review and comment.

Note from Councillor

As the Material Recycling Facility tender process has been undertaken to address the recycling of waste component of the Waste Strategy Plan which, I reaffirm, was adopted in principal (Minute no. 444/2019) at the Ordinary Meeting held 26th November, 2019.

Professor Joseph Drew has reviewed the financial and operation aspects and believes the Waste Strategy to be a seven (7) year project. I feel, the sooner discussions are undertaken with the community, direction and priority for action can be formulated and undertaken by Cootamundra-Gundagai Regional Council for the benefit of the community.

9.2 NOTICE OF MOTION - THAT COUNCIL WRITE TO THE HONORABLE SHELLEY HANCOCK, MINISTER FOR LOCAL GOVERNMENT, AND MS STEPH COOKE, MEMBER FOR COOTAMUNDRA, ADVISING THEM THAT COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL HAVE UNDERTAKEN THE RATE HARMONISATION, LEGISLATED BY THE STATE GOVERNMENT, AND THAT THE LETTER INCLUDE THE TABLE OF RATE CHANGES, THE FORMULA APPLIED TO ASCERTAIN THE HARMONISATION FIGURES AND A COMMENT ON THE ADVERSE IMPACT THAT THE RATE INCREASES ARE LIKELY TO HAVE ON MANY MEMBERS OF ITS COMMUNITY.

DOCUMENT NUMBER	325895
REPORTING OFFICER	Leigh Bowden, Councillor
AUTHORISING OFFICER	Phillip McMurray, General Manager

The following Notice of Motion signed by Councillor Leigh Bowden was submitted on 22 April, 2020.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 28 April, 2020:

MOTION

That Council write to the Minister for Local Government, the Hon. Shelley Hancock, and Member for Cootamundra, Ms Steph Cooke, MP advising them that Cootamundra-Gundagai Regional Council has undertaken the Rate Harmonisation as legislated by the State Government, and that the letter include the table of rate changes, the formula applied to ascertain the harmonisation figures and a comment on the adverse impact that the rate increases are likely to have on many members of its community.

Note from Councillor

1. The NSW Government, particularly our immediate representatives, need to understand the impact of the legislation of Rate Harmonisation on the community in this merged council.
2. That the Cootamundra and Gundagai communities understand that the Rate Harmonisation was legislated by the State Government and that Cootamundra-Gundagai Regional Council fully understands the “rate shock” which has ensued but is not in a position to do otherwise.

10 QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL ITEMS

Nil