

Business Paper

ORDINARY COUNCIL MEETING

ALBY SCHULTZ CENTRE, COOTAMUNDRA

6:00 PM, TUESDAY 8TH DECEMBER, 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 Centre, Cootamundra on:

Tuesday, 8th December, 2020 at 6:00 PM

The agenda for the meeting is enclosed.

Phillip McMurray
General Manager

Live Streaming of Meetings

This meeting is streamed live via the internet and an audio-visual recording of the meeting will be publicly available on Council's website.

By attending this meeting, you consent to your image and, or, voice being live streamed and publicly available.

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.

2 OPEN FORUM – DUE TO COVID-19 RESTRICTIONS THERE IS NO OPEN FORUM HELD. SUBMISSIONS RECEIVED WILL BE READ ALOUD AT THE COUNCIL MEETING.**3 APOLOGIES****4 DISCLOSURES OF INTEREST**

5 CONFIRMATION OF MINUTES**5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 24 NOVEMBER 2020**

REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Minutes of the Ordinary Meeting of Council held on Tuesday 24 November 2020

RECOMMENDATION

The Minutes of the Ordinary Meeting of Council held on Tuesday 24 November 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
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Minutes

ORDINARY COUNCIL MEETING

COUNCIL CHAMBERS, GUNDAGAI

6:00 PM, TUESDAY 24TH NOVEMBER, 2020

Administration Centres: 1300 459 689

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, GUNDAGAI
ON TUESDAY, 24 NOVEMBER 2020 AT 6:00 PM**

PRESENT: Cr Abb McAlister (Mayor), Cr Dennis Palmer (Deputy Mayor), Cr Leigh Bowden, Cr Gil Kelly, Cr Penny Nicholson, Cr Charlie Sheahan, Cr Craig Stewart

IN ATTENDANCE: Phil McMurray (General Manager), Kay Whitehead (Interim Deputy General Manager), Tim Swan (Manager Finance), Linda Wiles (Business Coordinator)

1 ACKNOWLEDGEMENT OF COUNTRY

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

ADJOURN MEETING FOR OPEN FORUM.

2 OPEN FORUM - WAS NOT HELD DUE TO THE COVID-19 PANDEMIC RESTRICTIONS

Names of submission recipients read out at open forum. All councillors had received and read the submissions prior to the meeting.

One (1) submission 'Against' and one (1) 'For' were randomly selected and read aloud during open forum, these are listed below:

Gary and Simone Wilson – 'Against'

Virginia Wrice – 'For'

RESOLUTION 335/2020

Moved: Cr Gil Kelly

Seconded: Cr Charlie Sheahan

Council resume the Open Meeting.

CARRIED

9.5 NOTICE OF MOTION - PROPOSED RAIL TRAIL BETWEEN COOTAMUNDRA AND TUMBLONG

RESOLUTION 336/2020

Moved: Cr Gil Kelly

Seconded: Cr Leigh Bowden

That previous resolution 229/2020 regarding the proposed Rail Trail between Cootamundra and Tumblong be held in abeyance, until such time that

- 1. A Community Engagement Strategy for the project is prepared and adopted by Council;**
- 2. A detailed Cost Estimate is prepared for the project, including capital and ongoing maintenance costs, and forms part of any community consultation;**
- 3. A report on the outcomes of community consultation is prepared and submitted to Council.**

CARRIED**3 APOLOGIES**

Cr David Graham and Cr Doug Phillips

4 DISCLOSURES OF INTEREST

Cr Palmer (Deputy Mayor) disclosed a Significant Non-Pecuniary Interest in item 11.2 due to the sale of work vehicles to the proprietor of the business operating at the site.

Cr Kelly disclosed a Significant Non-Pecuniary Interest in item 11.2 due to a family member employed by the proprietor of the business operating at the site.

5 CONFIRMATION OF MINUTES**5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 27 OCTOBER 2020****RESOLUTION 337/2020**

Moved: Cr Charlie Sheahan

Seconded: Cr Dennis Palmer

The Minutes of the Ordinary Meeting of Council held on Tuesday 27 October 2020 be confirmed as a true and correct record of the meeting, (minor amendment required).

CARRIED**6 MAYORAL MINUTES****6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT FOR NOVEMBER, 2020****RESOLUTION 338/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

The information in the Mayoral Minute be received and noted.

CARRIED**7 REPORTS FROM COMMITTEES****7.1 MINUTES OF THE INTERNAL AUDIT COMMITTEE MEETING HELD ON MONDAY 2 NOVEMBER 2020****RESOLUTION 339/2020**

Moved: Cr Dennis Palmer

Seconded: Cr Leigh Bowden

The Minutes of the Internal Audit Committee Meeting held on Monday 2 November 2020 (attached) are submitted for adoption.

CARRIED**7.2 MINUTES OF THE COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING HELD ON THURSDAY 12 NOVEMBER 2020****RESOLUTION 340/2020**

Moved: Cr Charlie Sheahan

Seconded: Cr Dennis Palmer

- 1. The Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held on Thursday 12 November 2020 (attached) are submitted for adoption.**
- 2. Council consider the recommendations contained within the Minutes.**

CARRIED**8 GENERAL MANAGER'S REPORT****8.1 BUSINESS****8.1.1 ANNUAL REPORT****RESOLUTION 341/2020**

Moved: Cr Dennis Palmer

Seconded: Cr Gil Kelly

- 1. The draft Annual Report for the year ended 30 June 2020 be reviewed by Councillor's with any feedback provided to staff.**
- 2. The draft Annual Report for the year ended 30 June 2020, including any amendments resulting from 1. above, be endorsed, prior to publication on Council's website and submission to the Office of Local Government by 30 November 2020.**
- 3. Council note that the audited Financial Statements are not available at this time, and will be submitted to Council for endorsement when audit is complete.**

CARRIED**8.1.2 DELIVERY PROGRAM/ OPERATIONAL PLAN QUARTERLY PROGRESS REPORT****RESOLUTION 342/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

The Delivery Program incorporating the Operational Plan 2020/21, quarterly progress report, (Q1 1, July – 30 September, 2020) be received and noted.

CARRIED

8.1.3 NSW ELECTORAL COMMISSION PROPOSED CHANGES TO ELECTORAL DISTRICTS**RESOLUTION 343/2020**

Moved: Cr Gil Kelly

Seconded: Cr Dennis Palmer

Council writes to the NSW Electoral Commission supporting the changes proposed for the electoral district of Cootamundra.

CARRIED

8.1.4 NSW ALGWA CONFERENCE - 18-20 MARCH 2021**RESOLUTION 344/2020**

Moved: Cr Penny Nicholson

Seconded: Cr Dennis Palmer

- 1. Council support Cr Bowden to attend the ALGWA NSW Conference in 2021.**
- 2. Council encourage attendance from any interested staff or Councillors via Zoom.**

CARRIED

8.1.5 'YOUR HIGH STREET' GRANT PROGRAM**RESOLUTION 345/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Craig Stewart

- 1. The report on 'Your High Street' Grant Program be noted.**
- 2. Projects be scoped and reported for consideration at the December 2020 Ordinary Council Meeting.**

CARRIED

8.1.6 CAREFLIGHT REQUEST FOR DONATION**RESOLUTION 346/2020**

Moved: Cr Abb McAlister

Seconded: Cr Dennis Palmer

Council to donate \$1000 from all nine (9) Councillor Fees to Careflight.

CARRIED

8.1.7 THE COOTAMUNDRA ARTS AND CRAFTS CENTRE INC. REQUEST FOR DONATION**RESOLUTION 347/2020**

Moved: Cr Penny Nicholson

Seconded: Cr Leigh Bowden

Council refer the request to be considered in conjunction with other projects at the December 2020 meeting, for funding from the Local Roads and Community Infrastructure Program.

CARRIED

8.1.8 COOTAMUNDRA FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN - ACCEPTANCE OF GRANT

RESOLUTION 348/2020

Moved: Cr Charlie Sheahan

Seconded: Cr Leigh Bowden

Council accept the grant offer of up to \$80,000 under the 2020/21 NSW Floodplain Management Program to prepare the Cootamundra floodplain risk management study and plan.

CARRIED

8.1.9 COOTAMUNDRA FLOODPLAIN RISK MANAGEMENT COMMITTEE MINUTES

RESOLUTION 349/2020

Moved: Cr Charlie Sheahan

Seconded: Cr Craig Stewart

- 1. The Minutes of the Cootamundra Floodplain Risk Management Committee Meeting held on Wednesday 11 November 2020, attached to the report, be adopted, with amendment on page 2, figure 200mm changed to 300mm.**
- 2. The draft Cootamundra Flood Study, be placed on public exhibition for a period of 28 days.**

CARRIED

8.1.10 ILLABO TO STOCKINBINGAL INLAND RAIL COMMUNITY CONSULTATIVE COMMITTEE

RESOLUTION 350/2020

Moved: Cr Penny Nicholson

Seconded: Cr Gil Kelly

Council nominate Cr Bowden as the representative to sit on the Illabo to Stockinbingal Inland Rail Community Consultative Committee.

CARRIED

8.1.11 COOTAMUNDRA TOURISM ACTION COMMITTEE REPORT

RESOLUTION 351/2020

Moved: Cr Gil Kelly

Seconded: Cr Leigh Bowden

1. The Report containing responses to recommendations included in item 8.1.7 Cootamundra Tourism Action Group s355 Committee Minutes from the Ordinary Meeting held 27th October, 2020 be received and noted.
2. The responses to the recommendations referred to in 1 above be considered by Council.
3. Council staff to investigate if the “Best Dry Land Whet Growing Region” sign still exists.

CARRIED

8.1.12 COOTAMUNDRA TOURISM ACTION GROUP S.355 COMMITTEE MEETING MINUTES AND MEMBERSHIP

RESOLUTION 352/2020

Moved: Cr Leigh Bowden

Seconded: Cr Penny Nicholson

1. The Minutes of the Cootamundra Tourism Action Group s.355 Committee meetings held on 5 November 2020, attached to the report, be received and noted.
2. The membership of Kim Knox-Thurn onto the Cootamundra Tourism Action Group s.355 Committee as detailed in the report, and attached minutes, be endorsed.

CARRIED

8.1.13 THE COOTAMUNDRA HERITAGE CENTRE MANAGEMENT S.355 COMMITTEE MEETING MINUTES AND MEMBERSHIP**RESOLUTION 353/2020**

Moved: Cr Craig Stewart

Seconded: Cr Leigh Bowden

- 1. Council to submit a report to the December 2020, Council meeting, after seeking clarification and guidance in relation to managing the potential conflict of interest situation regarding Councillors holding office bearer position on s.355 Committees.**
- 2. Council to resubmit the Ordinary Meeting minutes and the Annual General Meeting minutes to the December Council Meeting, once 2. above has been actioned.**

CARRIED

8.1.14 COOTAMUNDRA SHOWGROUND USERS GROUP S.355 COMMITTEE MEETING MINUTES**RESOLUTION 354/2020**

Moved: Cr Gil Kelly

Seconded: Cr Dennis Palmer

The Minutes of the Cootamundra Showground Users Group s.355 Committee Ordinary Meeting held on 21 October, 2020, attached to the report, be received and noted.

CARRIED

8.1.15 COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL CHRISTMAS AND NEW YEAR CLOSURE**RESOLUTION 355/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Gil Kelly

The report on the Christmas 2020 and New Year 2021 closures for Council's facilities be received and noted.

CARRIED

8.1.16 COUNCILLOR PROFESSIONAL DEVELOPMENT**RESOLUTION 356/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Charlie Sheahan

Endorse Cr Bowden's Notice of Motion titled Councillor Professional Development, that being:

- 1. Council develop a Councillor Professional Development Policy.**
- 2. Council include adequate funding in its budget for Councillor professional development.**

CARRIED

9.1 NOTICE OF MOTION - COUNCILLOR PROFESSIONAL DEVELOPMENT**RESOLUTION 357/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Charlie Sheahan

- 1. Council develop a Councillor Professional Development Policy.**
- 2. Council include adequate funding in its budget for Councillor professional development.**

CARRIED

8.1.17 UPDATED COUNCIL MEETING ACTION REPORT**RESOLUTION 358/2020**

Moved: Cr Charlie Sheahan

Seconded: Cr Penny Nicholson

The Updated Council Meeting Action Report be noted.

CARRIED

8.1.18 INFORMATION BULLETIN**RESOLUTION 359/2020**

Moved: Cr Penny Nicholson

Seconded: Cr Craig Stewart

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

CARRIED

8.2 FINANCE**8.2.1 UPDATED MONTHLY MAJOR PROJECTS PROGRAM AND PROJECTS SCHEDULE****RESOLUTION 360/2020**

Moved: Cr Penny Nicholson

Seconded: Cr Leigh Bowden

- 1. The Updated Monthly Major Projects Program Report, and Updated Monthly Major Projects Schedule, attached to the report, be received and noted.**
- 2. An ongoing report be prepared only showing what projects are still to be completed, and what the budget outcome predictions are.**

CARRIED

8.2.2 INVESTMENT REPORT - OCTOBER 2020**RESOLUTION 361/2020**

Moved: Cr Craig Stewart

Seconded: Cr Dennis Palmer

The Investment Report for October 2020 be received and noted.

CARRIED

8.2.3 MONTHLY FINANCE REPORT FOR OCTOBER 2020**RESOLUTION 362/2020**

Moved: Cr Charlie Sheahan

Seconded: Cr Leigh Bowden

The Monthly Finance Report for October 2020 be received and noted.

CARRIED

8.2.4 SEPTEMBER 2020 QUARTERLY BUDGET REVIEW STATEMENT**RESOLUTION 363/2020**

Moved: Cr Charlie Sheahan

Seconded: Cr Leigh Bowden

- 1. The September 2020 Quarterly Budget Review Report be received and noted.**
- 2. The budget variations listed in the report be adopted.**
- 3. Any comments be considered and discussed at the December 2020 Council Meeting.**

CARRIED

8.2.5 REFERRAL OF FINANCIAL STATEMENTS FOR AUDIT**RESOLUTION 364/2020**

Moved: Cr Gil Kelly

Seconded: Cr Penny Nicholson

1. The Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer be delegated to sign the Statements by Council and Management for the 2020 General Purpose Financial Statements and 2020 Special Purpose Financial Statements for Cootamundra-Gundagai Regional Council.
2. The 2020 Financial Statements be referred for audit.
3. The General Manager be authorised to issue the 2020 Financial Statements upon receipt of the auditor's report.

CARRIED**8.3 COMMUNITY AND CULTURE**

Nil

8.4 DEVELOPMENT, BUILDING AND COMPLIANCE**8.4.1 MODIFICATION TO DEVELOPMENT APPLICATION 2016/108-2 - CLUBHOUSE AND AMENITIES ON LOT 7009 DP1021379, CLARKE OVAL, WALLEDOON STREET, COOTAMUNDRA****RESOLUTION 365/2020**

Moved: Cr Gil Kelly

Seconded: Cr Leigh Bowden

1. Council approve Modification to Development Application 2016/108-2 Clubhouse and amenities on Lot 7009 DP1021379, Clarke Oval, Wallendoon Street, Cootamundra subject to the following conditions and reasons

GENERAL CONDITIONS**(1) GEN Condition - Compliance Standards**

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

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

(2) GEN Condition - Compliance with Council

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

Document Reference	Description	Author	Date
4B	Floor Plan, Elevation and Sections	Coota Design	29.10.20
5B	Elevation and Details	Coota Design	30.10.20
-	Specification		Aug 2020

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

(3) GEN Condition - Compliance with Legislation

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

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

(4) GEN Condition - Utilities

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

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

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

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

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

PRIOR TO COMMENCEMENT OF WORKS

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

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

Reason: Deemed performance standard.

(2) PCW Condition - Further Details Required.

The applicant shall submit to Council, in duplicate, information relating to toilets, covered awning and disabled ramp. No work relating to this detail shall be carried out until the information is supplied and approved by Council.

Reason: To minimise further delays on the project.

(3) PCW Condition – Prior to Building Work Commencing.

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

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

- a. appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential work is involved, and
- b. notified the principal certifying authority of any such appointment, and
- c. unless that person is the principal contractor, notified the principal contractor of any critical stage inspection or other inspections that are to be carried out in respect of the building work .

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

(4) PCW Condition – Signage.

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

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

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

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

(5) PCW Condition – Notice of Commencement.

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

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

(6) PCW Condition – Builders Toilets.

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

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

(7) PCW Condition – Public Safety – Hoardings.

A hoarding or fence must be erected between the building or site of the proposed building and the public place (street frontage). If necessary, an awning sufficient to prevent any substance from, or in connection with, the work, falling onto a public place is also to be erected. Such hoardings require separate approval by Council and must comply with the requirements of the WorkCover Authority.

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

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

Reason: *To protect the general public.*

(8) PCW Condition – Waste Storage During Construction.

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

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

(9) PCW Condition – Soil Erosion Control.

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

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

(10) PCW Condition – Underground Services.

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

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

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

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

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

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

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

Monday to Saturday from 7.00am to 7.00pm

Sundays and public holidays from 9.00am to 12.00pm

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

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

(3) DUR Condition – Footpath Storage.

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

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

(4) DUR Condition – Waste Removal.

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

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

(5) DUR Condition – Tree Protection - Nature Strip.

Existing trees which are located on the nature-strip shall be protected during the construction period.

Reason: The Council's concern that the amount of vegetation in the Shire should continue to increase to improve the climate and appearance.

(6) DUR Condition - Pipe Replacement.

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

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

(7) DUR Condition - BCA Compliance.

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

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

(8) DUR Condition – Inspections.

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

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

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

(9) DUR Condition – Restricted Public Access.

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

Reason: *To ensure public safety is maintained.*

(10) DUR Condition - Asbestos Removal.

Any quantity of asbestos, whether it be stabilised or non-stabilised (loose), should be undertaken with care. Stabilisation asbestos can include fibro sheets, fibro roofing, fibro water pipes, and bituminous floor tiles. If you are removing more than 10 sq. metres of surface area you will need to have a specially licensed person with WorkCover, authorised to undertake such work. If you are removing stabilised asbestos sheeting, roofing etc, observe the following the following precautions:

1. Remove entire sheets of materials without breaking the product, ie punch nail holes through rather than break the sheet, take down - don't drop
2. Thoroughly wet each sheet of the waste before removing
3. Wrap the sheeting in plastic 200 microns thick
4. When transporting, make sure the top of the trailer is taped over with plastic sheeting and secured
5. Transport to an asbestos authorised disposal area, ie Cootamundra Waste Depot is authorised, provided prior notice has been given so that the disposal pits are specifically opened up and protective gear is worn by the operator of the plant
6. When unloading do not drop on the ground but gently place into the area as directed by the Council operator
7. Do not use power tools which expose the asbestos fibres
8. Do not scrub or water-blast any asbestos cement sheeting
9. Do not slide sheets over other sheets as this will release fibres
10. Wear a protective mask and goggles

Specific websites with additional information are at www.nsw.gov.au/fibro and www.diySAFE.nsw.gov.au

Reason: *To minimise the risk of asbestosis and to dispose of this harmful product in a safe secure manner at an accredited disposal point.*

(11) DUR Condition - Demolition of Buildings.

The following points must be complied with:

1. Building demolition work is to be carried out in accordance with the requirements / provisions of AS2601-2001 - Demolition
2. All existing services are to be disconnected, sealed and made safe prior to the demolition a /or removal of existing structures on site - The sewer and water service is to be disconnected by a licensed plumber and drainer and all works are to be inspected by Council - The requirements of other utility authorities shall be ascertained and adhered to by the applicant
3. The disposal of any asbestos materials in accordance with the requirements of WorkCover NSW and AS 2601-2001 - Demolition of Structures
4. The applicant shall take all steps necessary to ensure the safety of adjoining neighbours and members of the general public
5. Adjoining neighbours shall be given a minimum of 24 hours' notice of the intention to commence demolition works
6. Ground surface shall be graded and finished flat to ensure ease of maintenance

Reason: *So that the demolition is conducted in a manner that maintains acceptable safety, environmental and legislative standards.*

(12) DUR Condition - Demolition Works.

Demolition of existing building or structures is to be carried out in a manner so that the risk of injury to the health and safety of site personnel and public persons will be minimised.

Identify and locate service supply mains - water, electricity and notify the controlling authority to disconnect such services prior to demolition.

All debris is to be removed from the site and disposed of at Cootamundra Garbage Depot, in the building refuse section of the garbage depot. Please note that a separate fee applies for disposal of waste at Council's Waste Depot. You should contact Council's Waste Services Officer for an estimate of costs in this regard.

Reason: *To ensure site safety and to minimise the disruption of services through damage to same.*

(13) DUR Condition – Storm Water.

Storm water is to be discharged:-

1. Clear of the building and septic tank disposal area
2. To diffusion pit a minimum 3m from any building and in such a position that it does not cause nuisance to neighbours
3. To the roadside gutter, taken through the kerb and the kerb is to be made good or, alternatively, linked to existing storm water drainage which discharges at the roadside gutter
4. To the roadside table drain. The end of the storm water pipe at the table drain shall be suitably protected to avoid damage to the end of the pipe
5. To the requirements of the BASIX Certificate, and any overflows to be without nuisance

Reason: *To ensure that roof water is disposed of without nuisance to neighbours, without overloading Council's laneways system and so as to minimise input to the ground water system*

(14) DUR Condition – Exit Doors.

In accordance with Clause D2.20 and Clause D2.21 of the Building Code of Australia, all exit doors must swing in the direction of egress. Exit doors must be readily openable without a key from the side that faces a person seeking egress, by a single handed downward action or pushing action on a single device which is located between 900mm and 1200mm from the floor.

Reason: *To facilitate exit from the building.*

(15) DUR Condition – Railings and Balustrade.

Where any ramp or decking area has any level more than 1m above the finished ground level, the construction of the balustrade must be in accordance with the Building Code of Australia 3.9.2.3 Balustrade Construction. Balustrades must be at least 1 metre above the floor of a landing and be constructed so that any opening does not permit a 125mm sphere to pass through it.

Reason: Statutory compliance.

(16) DUR Condition – Water Proofing - Wet Areas.

An owner/builder will not be permitted to provide water proofing membranes to any wet area unless that person holds a Water Proofing Membrane subcontractor's licence with the Department of Fair Trading. The application of water proof membranes to nominated wet areas is a 'Critical Stage Inspection' requiring mandatory inspection by the Council or an accredited Private Certifying Authority. The standards for compliance are AS 3740 2010 for Water Proofing Internal Wet Areas.

Reason: To ensure that water proofing of internal wet areas are competently carried out to the required Standard and Code of Practice.

(17) DUR Condition – Fire Hazard Index.

The early fire hazard indices of materials, linings and surface finishes must comply with specification C1.10 of the Building Code of Australia.

Reason: To suppress fire within places of public entertainment.

(18) DUR Condition – Scalding.

The Hot Water System to the bathroom/ensuite is to be set not to exceed 50°C to prevent accidental scalding of children and the infirm. The licensed Plumber is to complete the attached certificate of compliance for the completed installation.

Reason: Statutory requirement.

(19) DUR Condition – Disabled Fitouts.

All ramps, hand rails and ablution fitouts shall be installed in accordance with Australian Standard 1428.1-2009 "Design for Access and Mobility, Part 1: General Requirements for Access – Buildings".

Reason: To provide access for disabled people.

(20) DUR Condition – Disabled Carparking.

Additional Disabled Carparking spaces shall be incorporated in the existing carpark facility and in a position which is located as near as practical, adjacent to the premises entrance.

Reason: The legal obligations of an applicant to provide access/parking for disabled persons.

(21) DUR Condition – Alterations: Plumbing and Drainage Works.

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

The proponent shall comply with all requirements tabled under NSW Fair Trading and The Plumbing Code of Australia.

Reason: Statutory compliance.

POST CONSTRUCTION

(1) POC Condition – Occupation of Building.

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

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

(2) POC Condition – Compliance Certificates.

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

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

ONGOING USE

(1) USE Condition – Annual Certificate.

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

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

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

(2) USE Condition – Discrimination Laws.

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

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

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

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

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

(3) USE Condition – Clean and Tidy.

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

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

(4) USE Condition –Amenity General.

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

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

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

CARRIED

8.4.2 DEVELOPMENT APPLICATION 2020/157 - INSTALLATION OF TOILET BLOCK AT WASTE FACILITY LOT 475, DP753601, TURNERS LANE, COOTAMUNDRA

RESOLUTION 366/2020

Moved: Cr Gil Kelly

Seconded: Cr Charlie Sheahan

- Council approve Development Application 2020/157 construction of toilet block at Waste Facility Lot 475 DP753601 Turners Lane, Cootamundra subject to the following conditions and reasons:**

GENERAL CONDITIONS

(1) GEN Condition - Compliance Standards

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

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

(2) GEN Condition - Compliance with Council

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

Document Reference	Description	Author	Date
-	Site Plan	-	-
-	Floor Plan	Coly Built	-
-	Specification	Coly Built	-

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

(3) GEN Condition - Compliance with Legislation

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

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

(4) GEN Condition - Utilities

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

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

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

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

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

PRIOR TO COMMENCEMENT OF WORKS

1) PCW Condition - Structural Engineer's Slab/Footing Details Required.

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

Reason: Deemed performance standard.

(2) PCW Condition - Further Details Required.

The applicant shall submit to Council, in duplicate, information relating to landings and stairs. No work relating to this detail shall be carried out until the information is supplied and approved by Council.

Reason: To minimise further delays on the project.

(3) PCW Condition – Prior to Building Work Commencing.

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

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

4. the person having the benefit of the development consent, if not carrying out the work as an owner-builder, has,
 - a. appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential work is involved, and
 - b. notified the principal certifying authority of any such appointment, and
 - c. unless that person is the principal contractor, notified the principal contractor of any critical stage inspection or other inspections that are to be carried out in respect of the building work .

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

(4) PCW Condition – Signage.

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

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

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

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

(5) PCW Condition – Notice of Commencement.

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

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

(6) PCW Condition – Builders Toilets.

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

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

(7) PCW Condition – Public Safety – Hoardings.

A hoarding or fence must be erected between the building or site of the proposed building and the public place (street frontage). If necessary, an awning sufficient to prevent any substance from, or in connection with, the work, falling onto a public place is also to be erected. Such hoardings require separate approval by Council and must comply with the requirements of the WorkCover Authority.

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

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

Reason: *To protect the general public.*

(8) PCW Condition – Waste Storage During Construction.

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

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

(9) PCW Condition – Soil Erosion Control.

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

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

(10) PCW Condition – Underground Services.

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

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

DURING CONSTRUCTION

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

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

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

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

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

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

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

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

(3) DUR Condition – Footpath Storage.

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

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

(4) DUR Condition – Waste Removal.

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

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

(5) DUR Condition – Tree Protection - Nature Strip.

Existing trees which are located on the nature-strip shall be protected during the construction period.

***Reason:** The Council's concern that the amount of vegetation in the Shire should continue to increase to improve the climate and appearance.*

(6) DUR Condition - BCA Compliance.

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

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

(7) DUR Condition – Inspections.

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

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

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

(8) DUR Condition – Restricted Public Access.

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

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

(9) DUR Condition – Storm Water.

Storm water is to be discharged to diffusion pit a minimum 3m from any building and in such a position that it does not cause nuisance to neighbours

***Reason:** To ensure that roof water is disposed of without nuisance to neighbours, without overloading Council's laneways system and so as to minimise input to the ground water system*

(10) DUR Condition – Railings and Balustrade.

Where any ramp or decking area has any level more than 1m above the finished ground level, the construction of the balustrade must be in accordance with the Building Code of Australia 3.9.2.3 Balustrade Construction. Balustrades must be at least 1 metre above the floor of a landing and be constructed so that any opening does not permit a 125mm sphere to pass through it.

***Reason:** Statutory compliance.*

(11) DUR Condition – Water Proofing - Wet Areas.

An owner/builder will not be permitted to provide water proofing membranes to any wet area unless that person holds a Water Proofing Membrane subcontractor's licence with the Department of Fair Trading. The application of water proof membranes to nominated wet areas is a 'Critical Stage Inspection' requiring mandatory inspection by the Council or an accredited Private Certifying Authority. The standards for compliance are AS 3740 2010 for Water Proofing Internal Wet Areas.

***Reason:** To ensure that water proofing of internal wet areas are competently carried out to the required Standard and Code of Practice.*

(12) DUR Condition – Fire Hazard Index.

The early fire hazard indices of materials, linings and surface finishes must comply with specification C1.10 of the Building Code of Australia.

Reason: To suppress fire within places of public entertainment.

(13) DUR Condition – Scalding.

The Hot Water System to the bathroom/ensuite is to be set not to exceed 50°C to prevent accidental scalding of children and the infirm. The licensed Plumber is to complete the attached certificate of compliance for the completed installation.

Reason: Statutory requirement.

(14) DUR Condition – Alterations: Plumbing and Drainage Works.

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

The proponent shall comply with all requirements tabled under NSW Fair Trading and The Plumbing Code of Australia.

Reason: Statutory compliance.

POST CONSTRUCTION

(1) POC Condition – Occupation of Building.

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

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

(2) POC Condition – Compliance Certificates.

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

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

ONGOING USE

(1) USE Condition – Annual Certificate.

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

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

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

(2) USE Condition – Discrimination Laws.

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

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

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

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

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

(3) USE Condition – Clean and Tidy.

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

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

(4) USE Condition –Amenity General.

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

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

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

CARRIED

8.4.3 DEVELOPMENT APPLICATION 2020/160 - 199 SUTTON STREET, COOTAMUNDRA - VARIATION TO DEVELOPMENT CONTROL PLAN

RESOLUTION 367/2020

Moved: Cr Leigh Bowden

Seconded: Cr Dennis Palmer

That Council approve DA2019/160 for a carport and garage on Lot 2 DP DP580350, 199 Sutton Street Cootamundra subject to the following conditions:

GENERAL CONDITIONS

(1) GEN Condition - Compliance Standards

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

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

(2) GEN Condition - Compliance with Council

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

Document Reference	Description	Author	Date
	Statement of environmental effects	Simple designs	September 20
1.1	New freestanding and open carport & detached garage	Simple designs	September 20
1.2	New freestanding and open carport & detached garage- Carport plans	Simple designs	September 20

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

(3) GEN Condition - Utilities

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

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

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

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

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

PRIOR TO COMMENCEMENT OF WORKS

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

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

1. a construction Certificate for the building work has been issued by the consent authority, the council (if the council is not the consent authority) or an accredited certifier, and
2. the person having the benefit of the development consent has:
 - a. appointed a principal certifying authority for the building work, and
 - b. notified the principal certifying authority that the person will carry out the building work as an owner-builder, if that is the case, and
3. the principal certifying authority has, no later than 2 days before building works commences:
 - a. notified the consent authority and the council (if the council is not the consent authority) of his or her appointment, and

- b. notified the person having the benefit of the development consent of any critical stage inspections and other inspections that are to be carried out in respect to the building work, and
- 4. the person having the benefit of the development consent, if not carrying out the work as an owner-builder, has,
 - a. appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential work is involved, and
 - b. notified the principal certifying authority of any such appointment, and
 - c. unless that person is the principal contractor, notified the principal contractor of any critical stage inspection or other inspections that are to be carried out in respect of the building work .

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

(2) PCW Condition – Signage.

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

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

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

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

(3) PCW Condition – Notice of Commencement.

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

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

(4) PCW Condition – Builders Toilets.

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

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

(5) PCW Condition – Residential Building Work.

Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the following information

- 1. In the case of work for which a principal contractor is required to be appointed:
 - a. In the name and licence number of the principal contractor, and
 - b. The name of the insurer by which the work is insured under Part 6 of that Act.
- 2. In the case of work to be done by an owner-builder:
 - a. The name of the owner-builder and,
 - b. If the owner builder is required to hold an owner builder permit under the Act, the number of the owner-builder permits.

If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under subclause (1) becomes out of date, further work must not be carried out unless

the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice of the updated information.

Reason: Statutory compliance.

(6) PCW Condition – Siting of Building.

The applicant is responsible to ensure that the building is sited on the allotment and constructed to the design levels approved by Council as specified on the approved site plan.

Reason: To ensure the development is carried out correctly on the allotment.

(7) PCW Condition – Waste Storage During Construction.

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

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

(8) PCW Condition – Soil Erosion Control.

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

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

(9) PCW Condition – Second Hand Materials.

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

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

(10) PCW Condition – Underground Services.

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

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

DURING CONSTRUCTION

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

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

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

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

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

Monday to Saturday from 7.00am to 7.00pm

Sundays and public holidays from 9.00am to 12.00pm

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

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

(3) DUR Condition – Footpath Storage.

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

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

(4) DUR Condition – Waste Removal.

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

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

(5) DUR Condition – Tree Protection - Nature Strip.

Existing trees which are located on the nature-strip shall be protected during the construction period.

Reason: *The Council's concern that the amount of vegetation in the Shire should continue to increase to improve the climate and appearance.*

(7) DUR Condition - Pipe Replacement.

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

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

(8) DUR Condition - BCA Compliance.

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

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

(9) DUR Condition – Inspections.

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

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

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

(10) DUR Condition – Restricted Public Access.

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

Reason: *To ensure public safety is maintained.*

(11) DUR Condition - Asbestos Removal.

Any quantity of asbestos, whether it be stabilised or non-stabilised (loose), should be undertaken with care. Stabilisation asbestos can include fibro sheets, fibro roofing, fibro water pipes, and bituminous floor tiles. If

you are removing more than 10 sq. metres of surface area you will need to have a specially licensed person with WorkCover, authorised to undertake such work. If you are removing stabilised asbestos sheeting, roofing etc, observe the following the following precautions: -

1. Remove entire sheets of materials without breaking the product, ie punch nail holes through rather than break the sheet, take down - don't drop
2. Thoroughly wet each sheet of the waste before removing
3. Wrap the sheeting in plastic 200 microns thick
4. When transporting, make sure the top of the trailer is taped over with plastic sheeting and secured
5. Transport to an asbestos authorised disposal area, ie Cootamundra Waste Depot is authorised, provided prior notice has been given so that the disposal pits are specifically opened up and protective gear is worn by the operator of the plant
6. When unloading do not drop on the ground but gently place into the area as directed by the Council operator
7. Do not use power tools which expose the asbestos fibres
8. Do not scrub or water-blast any asbestos cement sheeting
9. Do not slide sheets over other sheets as this will release fibres
10. Wear a protective mask and goggles

Specific websites with additional information are at www.nsw.gov.au/fibro and www.diysafe.nsw.gov.au

Reason: To minimise the risk of asbestosis and to dispose of this harmful product in a safe secure manner at an accredited disposal point.

(12) DUR Condition – Storm Water.

Storm water is to be discharged: -

1. To the roadside gutter, taken through the kerb and the kerb is to be made good or, alternatively, linked to existing storm water drainage which discharges at the roadside gutter

Reason: To ensure that roof water is disposed of without nuisance to neighbours, without overloading Council's laneways system and so as to minimise input to the ground water system

(13) DUR Condition – Storm Water / Ground Water Diversion.

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

Reason: To minimise the opportunity for ponding and flooding.

(14) DUR Condition – Alterations: Plumbing and Drainage Works.

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

The proponent shall comply with all requirements tabled under NSW Fair Trading and The Plumbing Code of Australia.

Reason: Statutory compliance.

POST CONSTRUCTION

(1) POC Condition – Occupation of Building.

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

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

ONGOING USE

(1) USE Condition – Business Use.

The carport & rear detached garage not being let, adapted or used for separate occupation or commercial purposes.

Reason: Development consent is required for any activity other than residential.

(2) USE Condition – Carport Enclosure Prohibited.

The open sides of the carport are not to be enclosed at any point in time without the prior consent of Council.

Reason: Statutory compliance with the fire separation requirements of the Building Code of Australia.

(3) USE Condition – Clean and Tidy.

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

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

(4) USE Condition –Amenity General.

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

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

(5) USE Condition – Non Habitable Use.

The detached garage and carport is not to be used for residential occupation without prior consent of Council.

Reason: Health and safety prohibition.

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

CARRIED

8.4.4 ADOPTION OF APPROVALS POLICY POST PUBLIC EXHIBITION

RESOLUTION 368/2020

Moved: Cr Leigh Bowden

Seconded: Cr Craig Stewart

Council adopt the amended Activities Approval Policy with the amendments being made as outlined in this report as a result of the public exhibition of the draft Policy.

CARRIED

8.4.5 NEW HERITAGE ACT STANDARD EXEMPTIONS**RESOLUTION 369/2020**

Moved: Cr Penny Nicholson

Seconded: Cr Charlie Sheahan

The new Heritage Act Standard Exemptions report, be received and noted.

CARRIED

8.4.6 DEVELOPMENT APPLICATIONS APPROVED OCTOBER 2020**RESOLUTION 370/2020**

Moved: Cr Dennis Palmer

Seconded: Cr Charlie Sheahan

The Information on Development Applications Approved in October 2020 be noted.

CARRIED

8.5 REGULATORY SERVICES

Nil

8.6 ASSETS**8.6.1 GUNDAGAI WATER RESTRICTIONS****RESOLUTION 371/2020**

Moved: Cr Penny Nicholson

Seconded: Cr Leigh Bowden

Council endorse the General Manager's actions under the Delegation of Authority to ease Water Restrictions in accordance with Council Policy.

CARRIED

8.7 CIVIL WORKS**8.7.1 CIVIL WORKS AND TECHNICAL SERVICES REPORT - NOVEMBER 2020****RESOLUTION 372/2020**

Moved: Cr Leigh Bowden

Seconded: Cr Craig Stewart

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

CARRIED

8.8 TECHNICAL SERVICES

Nil

8.9 FACILITIES

Nil

8.10 WASTE, PARKS AND RECREATION**8.10.1 URGENT MAINTENANCE WORKS PIONEER PARK COOTAMUNDRA****RESOLUTION 373/2020**

Moved: Cr Gil Kelly

Seconded: Cr Leigh Bowden

1. The Condition of Pioneer Park report be accepted and noted.
2. Council consider including the proposed Pioneer Park maintenance works and associated funding of \$175,000 as part of the Local Roads and Community Infrastructure Program to be prepared by the Manager Civil Works and submitted to the December Council meeting for consideration.

CARRIED

8.10.2 REFURBISHMENT BRADMAN OVAL CRICKET NETS**RESOLUTION 374/2020**

Moved: Cr Penny Nicholson

Seconded: Cr Craig Stewart

1. The Bradman Oval Cricket Nets report, as presented be accepted and noted.
2. Council note that the value of \$16,022.35 is currently not covered within the existing Cootamundra Sportsfield maintenance budget for 2020/21 financial year.
3. Council refer consideration of possible funding for the project from the Local Roads and Community Infrastructure Fund to the December meeting for the purpose of repairs and refurbishment to the existing Bradman Oval cricket nets.

CARRIED

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN**9.1 determined after 8.1.16**

9.2 NOTICE OF MOTION - LOCAL ROAD MAINTENANCE REMAINING WITH LOCAL COUNCILS

RESOLUTION 375/2020

Moved: Cr Charlie Sheahan

Seconded: Cr Leigh Bowden

Cootamundra-Gundagai Regional Council formally write to the NSW Minister for Regional Transport and Roads, Hon. Paul Toole seeking a commitment guaranteeing local road maintenance remaining with local councils.

CARRIED

9.3 NOTICE OF MOTION - REINSTATEMENT OF AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION TO THE NATIONAL CABINET

RESOLUTION 376/2020

Moved: Cr Charlie Sheahan

Seconded: Cr Penny Nicholson

Council formally write to our Federal member Hon. Michael Mc Cormack deputy PM requesting him to strongly advocate for the reinstatement of ALGA to the National Cabinet.

CARRIED

9.4 NOTICE OF MOTION - LETTER OF THANKS TO CR LINDA SCOTT

RESOLUTION 377/2020

Moved: Cr Leigh Bowden

Seconded: Cr Dennis Palmer

Council write to Cr Linda Scott congratulating her on her election to the position of President of the Australian Local Government Association and thanking her for her tireless work as the President of Local Government NSW.

CARRIED

9.5 moved to start of Council meeting.

10 QUESTIONS WITH NOTICE

10.1 QUESTIONS WITH NOTICE

RESOLUTION 378/2020

Moved: Cr Charlie Sheahan

Seconded: Cr Penny Nicholson

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

CARRIED

11 CONFIDENTIAL ITEMS**11.1 CONFIDENTIAL REPORTS****RECOMMENDATION**

1. Item 11.2 and 11.3 be considered in closed Council at which the press and public are excluded in accordance with the applicable provisions of the Local Government Act, 1993 and related public interest reasons detailed.
2. In accordance with section 11 (2) and (3) of the Local Government Act, 1993, the reports, correspondence and other documentation relating to Item 11.2 and 11.3 be withheld from the press and public.

11.2 OPERATION AND MANAGEMENT OF THE GUNDAGAI WASTE FACILITY**RESOLUTION 379/2020**

Moved: Cr Charlie Sheahan

Seconded: Cr Penny Nicholson

Provisions for Confidentiality

Section 10A (2) (d(i)) – The Confidential Report contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Public Interest

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

RECOMMENDATION

1. The Report on Expressions of Interest for the Operation and Management of the Gundagai Waste Facility be received and noted.
2. The quotation received from JLW Services for the Operation and Management of the Gundagai Waste Facility be accepted.
3. Council enter into a Contract with JLW Services for the Operation and Management of the Gundagai Waste Facility for an initial period of one (1) year with the possibility of two (2) one (1) year extensions, under the condition that JLW Services can obtain adequate insurance as required by Council.

CARRIED

11.3 FLOODPLAIN MITIGATION REQUEST**RESOLUTION 380/2020**

Moved: Cr Penny Nicholson

Seconded: Cr Leigh Bowden

11.3 FLOODPLAIN MITIGATION REQUEST

Provisions for Confidentiality

Section 10A (2) (a) – The Confidential Report contains personnel matters concerning particular individuals (other than councillors); and

Section 10A (2) (g) – The Confidential Report contains advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Public Interest

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

RECOMMENDATION

Council write to the requestor of the flood mitigation works in line with councils decision as follows;

- 1. Council commit to cleaning out culvert infrastructure leading into Muttama Creek and clean the creek environment where practical.**
- 2. Council not enter into the supply of installation of flood proof doors at this stage.**
- 3. Council contribute an amount of \$20000 for the flood plan risk management flood study program, and advice further that the flood study has been escalated at the cost of \$100000, to be placed on public exhibition for completion at earliest available opportunity.**

CARRIED

11.4 RESUMPTION OF OPEN COUNCIL MEETING

RESOLUTION 381/2020

Moved: Cr Charlie Sheahan

Seconded: Cr Craig Stewart

The Open Council meeting resume.

CARRIED

11.5 ANNOUNCEMENT OF CLOSED COUNCIL RESOLUTIONS

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

The Meeting closed at 8.53PM.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 8 December 2020.

.....
CHAIRPERSON

.....
GENERAL MANAGER

6 MAYORAL MINUTES

6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT FOR DECEMBER, 2020

DOCUMENT NUMBER	340170
AUTHORISING OFFICER	Phillip McMurray, General Manager
REPORTING OFFICER	Teresa Breslin, Governance Officer
ATTACHMENTS	Nil

So as to keep Councillors and the community aware of my engagements on behalf of Council I intend to provide regular updates through my Mayoral Minutes.

RECOMMENDATION

The information in the Mayoral Minute be received and noted.

11 November, 2020

Cr Palmer lay a wreath at the Remembrance Day memorial service at the Ex-Servicemen's Club in Cootamundra.

18 November, 2020

Cr Nicholson attended a Post-Merger Zoom meeting with Joseph Drew, Gundagai Meeting room.

22 November, 2020

Crs Bowden, Nicholson and I attended various Public Information sessions hosted by Dr Joseph Drew in relation to the Boundaries Commission process.

23 November, 2020

Cr Sheahan attended a consultation with landowner's regarding the proposed Rail Trail.

Cr Sheahan attended the Adina Care AGM and Board Meeting.

Mayor McAlister attended the online LGNSW Annual Conference.

24 November, 2020

Crs Bowden, Kelly, Nicholson, Palmer, Sheahan and I attended a Councillor Workshop.

Mayor McAlister attended a meeting with Crown Lands regarding Gundagai's Historic Bridges.

25 November, 2020

Crs Bowden, Kelly, Palmer, Sheahan, Stewart and I attended various Boundaries Commission Community Consultation sessions, in Cootamundra and Gundagai.

Cr Bowden attended the Coota Co-op Planning Workshop.

Cr Sheahan attended the Muttama Hall Management s.355 Committee AGM.

26 November, 2020

Cr Bowden attended an Inland Rail Community Consultative Committee Meeting.

Crs Graham, Nicolson, Sheahan, Stewart and I attended various Boundaries Commission Public Inquiry sessions held in Cootamundra and Gundagai.

27 November, 2020

Mayor McAlister attended a Softwoods Working Group Meeting.

1 December, 2020

Cr Bowden and I attended the Co-op Progress Public Meeting.

Cr Bowden attended a Cootamundra Youth Council Meeting.

2 December, 2020

Crs Bowden and Stewart attended a Cootamundra Development Corporation Board meeting.

Mayor McAlister attended the Gundagai Mirrabooka Meeting.

3 December, 2020

Crs Palmer, Sheahan, Stewart and I attended a Councillor Workshop and Extraordinary Council Meeting.

7 REPORTS FROM COMMITTEES

Nil

8 GENERAL MANAGER'S REPORT

8.1 BUSINESS

8.1.1 CGRC RATES AND CHARGES HARDSHIP AND CGRC DEBT RECOVERY POLICY REVIEW

DOCUMENT NUMBER	340312
REPORTING OFFICER	Linda Wiles, Coordinator Business
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 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. CGRC Rates and Charges Hardship Policy ↓ 2. CGRC Debt Recovery Policy ↓

RECOMMENDATION

1. Council place the CGRC Rates and Charges Hardship Policy and the CGRC Debt Recovery Policy on public exhibition for a period of 28 days as part of the Special Rate Variation community consultation.
2. Council endorse the adoption of the reviewed policies without further report to Council if no submissions are received during the exhibition period.

Introduction

As part of consideration of the impact of a possible Special Rate Variation Council needs to review the CGRC Rates and Charges Hardship Policy and the CGRC Debt Recovery Policy, and put them out for public comment.

Discussion

The CGRC Rates and Charges Hardship Policy was reviewed this year in view of the Covid-19 pandemic and potential financial impacts on the CGRC community and was subsequently adopted by Council (Resolution 136/2020) at the Ordinary Council meeting held on Tuesday, 26 May 2020.

The CGRC Debt Recovery Policy was reviewed and adopted by Council, (Resolution 80/2018) at the Ordinary Council meeting held on Tuesday 24 April 2018.

To ensure the policies are up to date, consistent and effective, staff have reviewed the policies and have found the policies, in their existing format, to be appropriate and comprehensive in detail presently, and in the event a SRV is implemented.



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

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
0.2	26 May 2020	Reaffirmed	136/2020

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

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arrangement plans from any customer after receiving a written request and in cases of genuine hardship each 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.



Debt Recovery Policy

Policy Approval and Distribution

Approved by	Council resolution
Responsible Officer	Rates Officer
Council Service Unit	Finance
Next Review Date	01 April 2022

Version Control

Ref	Date	Description	Council Resolution
1.0	24-04-2018	Adopted	80/2018

Purpose

To ensure consistency, fairness, integrity and confidentiality of all proceedings for both the Council and the Account Holder.

To fulfil the statutory requirements of the Local Government Act, 1993 with respect to the recovery of rates and annual charges, water and sewer charges and other debts.

To maximise collections of outstanding debts and to optimise Council's cash flow.

To be sympathetic and helpful to those account holders suffering genuine financial hardship.

Scope

This policy applies to all ratepayers, sundry debtors and account holders within the Cootamundra-Gundagai Regional Council.

This policy applies to Council staff with delegated responsibility for carrying out the procedures, and debt recovery agents who act on behalf of Council.

Legislative Framework

Local Government Act 1993

Local Government (General) Regulation 2005

Privacy and Personal Information Protection Act 1998 (NSW) (PPIP Act)

Privacy and Personal Information Protection Regulation 2014

OLG Circular 15-40, December 2015, A430931

Debt Collection Guideline for collectors and creditors ACCC/ASIC

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

Definitions

[illegible]

Related Council Documents

Application for Payment Arrangement Form

Rates and Financial Hardship Policy

Revenue Policy, contained within the Operational Plan

Delegations Register

Policy Statement

Council will carry out debt recovery in a fair and consistent manner and in accordance with the provisions of the Local Government Act and the procedures outlined below.

Procedures

Rates and Annual Charges

Annual rates and charges notices are issued in July each year. They may be paid in a single instalment or by quarterly instalments. If a payment is made in a single instalment, the instalment is payable by 31st August. If a payment is made by quarterly instalments, the instalments are payable by 31st August, 30th November, 28th February and 31st May.

Annual rates and charges notices and Quarterly instalment reminder notices are issued 30 days before the due date.

Water and Sewerage Charges

Council's water and sewer charges are billed in quarterly or bi-annual cycles, in arrears. Accounts are issued 30 days before the due dates.

Sundry Debtors

Council issues debtor accounts for numerous services, including private works, in accordance with Council's Operational Plan and adopted Fees and Charges.

Council reserves the right to refuse credit for private work accounts where a property owner has other overdue amounts owing to Council, or has a poor payment of debt history with Council.

Trading terms are 30 days from the date of the invoice, available to credit approved applicants only.

A Reminder Letter is issued for all sundry debtor accounts unpaid 30 days after the invoice due date. If a reminder letter does not result in payment in full or suitable payment arrangements being made, recovery action shall be commenced.

Interest

For Rates and Annual Charges and Water and Sewer Charges, interest accrues on a daily basis in accordance with Section 566 of the Local Government Act 1993 on all amounts that remain unpaid after they become due and payable. The rate of interest to be charged is the maximum allowed as announced by the Independent Pricing and Regulatory Tribunal (IPART) each year.

Payment Arrangements

Council is empowered under Section 564 of the Local Government Act to enter into an agreement with a person to accept variable payments of rates and charges due and payable.

Where council staff deem it to be appropriate in the circumstances, prior to the commencement of legal action, Council shall accommodate an agreement for the period payment of the debt that extinguishes it within a reasonable timeframe.

Failure to adhere to a payment arrangement that has been put in place will result in legal action for recovery, in accordance with this policy.

Where a debtor defaults on approved arrangements for payment and there has been no contact from the debtor to discuss the missed payments, Council may recommence recovery action from the stage which had been reached prior to the last arrangement being negotiated.

Overdue Notice

Overdue notices are issued for Rates and Annual Charges and Water and Sewerage Charges.

After fourteen days of the expiration of the account due date, an "Overdue Notice" is to be issued to all ratepayers with unpaid accounts with a value of \$10.00 or more. This Notice must include information to the account holder on options available to them should they be having difficulty in meeting their payment requirements.

Financial Hardship

Council recognises there are cases of genuine financial hardship requiring respect and compassion in special circumstances. In cases of genuine hardship, a written application should be made to Council to request consideration for a concession under Council's Rates and Charges Financial Hardship Policy.

Making Contact with the Account Holder

In making contact and corresponding with the debtor, Council and Council's agent will follow the ACCC / ASIC Debt Collection Guidelines. Council has obligations to protect the privacy of the debtor, and when making direct contact will always ensure it is dealing directly with the debtor or their legal representative. Communications with the debtor will only occur to the extent necessary and reasonable.

Recovery Action

Prior to the commencement of legal action, further additional communication attempts will be made, and may include the following.

- 1) If the Overdue Notices and Reminder Letters do not result in payment, a Demand Letter or Account Statement will be issued reminding the debtor of the outstanding debt and requesting payment in full or negotiation of suitable payment arrangements to avoid the commencement of legal action.
- 2) If payment is not received and no arrangements have been entered in to within 14 days of the Demand Letter, staff will attempt to make contact with the debtor by telephone to arrange a meeting to discuss settlement of the outstanding debt.

If a contact is unable to be made or satisfactory payment arrangements are not commenced, Council will commence debt recovery proceedings. Costs incurred for legal action and fees for the installation of water restrictors are added to the debt, as well as interest.

Intention to Restrict Water Supply Notice

For unpaid water accounts, an "Intent to Restrict Water Supply Notice" will be issued by Council. The service of the Notice will be by hand delivery to the property. The time, date and place or manner of service of hand delivered notices will be recorded. The Notice will include:

- The total overdue amount now payable, including interest,

- Notice that if the amount is not paid, or an arrangement for payment made within 7 days, the water will be restricted without further notice,
- The cost of the water restrictor fee,
- Advice that nominal supply to the property will be reduced,

Tenanted properties cannot have their water supply restricted as the debt is the responsibility of the landowner. In these instances, legal action will be pursued against the landowner.

After expiration of 7 days for payment on an "Intent to Restrict Water Supply Notice", written instruction will be given to the Water and Sewer staff to restrict supply and the water restrictor fee will be added to the account. Restriction will be made by fitting a restriction device so as to make available a nominal supply. At the time of restriction a "Water Supply Restricted Notice" will be issued and served by hand delivery at the property. That Notice will include the following advice:

- The total overdue amount now payable, including the water restrictor fee,
- That the water has now been restricted,
- The supply will not be restored until the total amount outstanding is paid, or evidence of continued ongoing payments as per any agreed arrangement is seen,
- If full payment is being made, payment must be made directly to Council and before 1.00pm if same day restoration of supply is required,
- Caution needs to be exercised in the use of hot water systems,
- It is an offence to tamper with a meter or any device attached to a meter.

Legal Action

When legal action commences, a Statement of Liquidated Claim (summons) will be issued and served. Where judgement is entered in Council's favour, Council will seek to recover the judgement debt through appropriate recovery actions. Action to recover outstanding debts that will be considered, may include, but is not limited to:

- A garnishee of income,
- writ of execution on goods and chattels,
- examination notice,
- examination summons,
- service of a rent for rates notice where the property is tenanted,
- sale of land for unpaid rates.

Arrangements for payments may be accepted after legal action has commenced, subject to the continuation of legal action should the ratepayer or debtor not adhere to the approved arrangement.

All legal costs and expenses incurred in recovering outstanding rates and charges shall be charged against the property in accordance with the Local Government Act.

All legal costs and expenses incurred in recovering outstanding sundry debts shall be added to the debt outstanding.

If Council are to sell off goods via a Writ of Execution, Council staff are to advise the account holder that financial counselling is available from agencies such as Centrelink, Mission Australia and the Salvation Army.

8.1.2 CODE OF CONDUCT COMPLAINT STATISTICS

DOCUMENT NUMBER	339603
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.3 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	In accordance with the adopted procedures for the administration of the Code of Conduct.
ATTACHMENTS	Nil

RECOMMENDATION

The report on Code of Conduct complaint statistics for the period 1st September, 2019 to 31st August 2020, be received and noted.

Introduction

In accordance with part 11 of Council's adopted Code of Conduct procedure (Reporting on Complaints Statistic) the complaints coordinator must arrange for the following statistics to be reported to the Council within 3 months of the end of September of each year:

- a) the total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September (the reporting period)
- b) the number of code of conduct complaints referred to a conduct reviewer during the reporting period
- c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage during the reporting period and the outcome of those complaints
- d) the number of code of conduct complaints investigated by a conduct reviewer during the reporting period
- e) without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period
- f) the number of matters reviewed by the Office during the reporting period and, without identifying particular matters, the outcome of the reviews, and
- g) the total cost of dealing with code of conduct complaints made about councillors and the general manager during the reporting period, including staff costs.

Council is also required to provide the Office of Local Government (OLG) with a report containing the statistics referred to above within 3 months of the end of September of each year.

Discussion

During the period 1st September, 2019 to 31st August, 2020 Council had received zero (0) Code of Conduct complaints. In accordance with the requirements, the Office of Local Government has been advised accordingly.

8.1.3 SECTION 355 COMMITTEES OF COUNCIL

DOCUMENT NUMBER	340232
REPORTING OFFICER	Linda Wiles, Coordinator Business
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	The report recommends review of CGRC Section 355 Committees Management Manual
ATTACHMENTS	1. Letter from Chairperson of the Heritage Centre Management s.355 Committee ↓

RECOMMENDATION

- 1. Council to discuss the s.355 Committee report and endorse a best practice process moving forward.**
- 2. Council review the CGRC Section 355 Committees Management Manual to reflect the decision made from 1. above.**

Introduction

At the November 2020 Ordinary Council Meeting Council requested clarification on S.355 Committees and Councillors' roles in these Committees. This request was prioritised because Councillor Stewart was elected Vice-Chairperson on the Cootamundra Heritage Centre s.355 Committee.

Discussion

Section 355 (b) of the NSW Local Government Act 1993 makes provision for Council to appoint a Section 355 Committee to manage certain facilities or functions on Council's behalf.

As indicated in the s.355 Committee Management Manual, 'Council reserves the right to appoint one member to each s.355 Committee'. However, as a general rule Council has appointed representatives to s.355 committees in an advisory capacity to avoid any occasion for conflict of interest. The Council s.355 Manual or LG Act, does not specify whether Councillors are permitted to hold membership (with the capacity to vote) on s.355 Committees.

All Committee Members of s.355 committees are responsible for complying with Council's Code of Conduct, Code of Meeting Practice and other corporate governance policies. All members are required to disclose any potential conflict of interest at the commencement of each meeting.

Office bearers do not have greater decision making powers than other Committee members, other than the Chairperson/President who has a casting vote in the event of a tied vote. All Committee members play an important part in the function of the Committee.

Council may at its discretion resolve to allow Councillors to hold Executive Positions on the s.355 Committees.

The Cootamundra Heritage Centre have forwarded the attached letter supporting Councillor Stewart's appointment.



COOTAMUNDRA HERITAGE CENTRE

Hovell St COOTAMUNDRA 2590

Ph 69402190

Cootamundra Gundagai
Regional Council
Document Received

30 NOV 2020

File No.

Initials

The General Manager

Cootamundra/Gundagai Regional Council

PO Box 420

COOTAMUNDRA 2590

Dear Mr McMurray

The members of the Management Committee of the Cootamundra Heritage Centre have become aware of the discussion re Cr Craig Stewart's position as Vice Chairperson and of his being C/GRC's representative on the committee. It seems this may be unacceptable.

Members wish to point out that Craig Stewart has been a valued member of the committee after joining in October 2006. Since 2012 Craig has been CSC/CGRC representative. He has been a very committed volunteer and committee member in all this time. Craig is called upon to help in many ways (chair meetings, replace light bulbs, install Curtrax, repair doors, locks ...) and assists in any way he can. As the C/GRC representative he plays an important role in being our voice at Council meetings and bringing Council matters to our attention.

We ask that Craig Stewart continue to serve the Cootamundra Heritage Centre by being Council representative and an office bearer when nominated to a position.

Yours faithfully

Geoff Larsen

Chairperson

Cootamundra Heritage Centre Management Committee

28 November 2020

8.1.4 THE COOTAMUNDRA HERITAGE CENTRE MANAGEMENT S.355 COMMITTEE MEETING MINUTES AND MEMBERSHIP

DOCUMENT NUMBER	340149
REPORTING OFFICER	Teresa Breslin, 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	To comply with the CGRC s.355 Committee Management Manual.
ATTACHMENTS	1. The Minutes of the Cootamundra Heritage Centre Management s.355 Committee Monthly Meeting and Annual General Meeting held on 2 November 2020 ↓

RECOMMENDATION

1. The Minutes of the Cootamundra Heritage Centre Management s.355 Committee ordinary meeting held on 2 November, 2020, attached to the report, be received and noted.
2. The Minutes of the Cootamundra Heritage Centre Management s.355 Committee Annual General Meeting held on 2 November, 2020, attached to the report, be received and noted.
3. The office bearers of the Cootamundra Heritage Centre Management s.355 Committee as detailed in the report, be endorsed for 2020.

Introduction

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

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

Membership

The Cootamundra Heritage Centre Management s.355 Committee conducted their Annual General Meeting (AGM) on 2 November, 2020. The details of office bearers is provided for Council's consideration, as follows:

Chairperson:	Geoff Larsen	Vice-Chairperson:	Craig Stewart
Secretary/ Treasurer	Betti Punnett	Roster Coordinator:	Betti Punnett
Publicity Officer:	Betty Brown	VIC Liaison:	Yvonne Forsyth

**THE REPORT AND RECOMMENDATIONS OF THE COOTAMUNDRA HERITAGE CENTRE
MANAGEMENT COMMITTEE ANNUAL GENERAL MEETING HELD AT THE COOTAMUNDRA
HERITAGE CENTRE ON MONDAY 2 NOVEMBER 2020 COMMENCING AT 4.45PM**

Present: Geoff Larsen (Chairperson). Betty Brown, Yvonne Forsyth, Betti Punnett, Craig Stewart, Sandra McGowan, Kelly Manwaring

Apologies: Abb McAlister, Michele Pigram, Arthur Ward

Minutes of the previous meeting: Read and confirmed: Moved Yvonne Forsyth, seconded Betty Brown **CARRIED**

Business Arising: Nil

Financial Report: Presented by Treasurer Betti Punnett. CHC Nos: 1619 Adults, 173 Children, 0 Buses Donations: \$2456.70; Souvenirs: \$1160.50 **TOTAL: \$3617.20** since 4 November 2019. Moved Betti Punnett, seconded Craig Stewart **CARRIED**

Annual Report: Presented by Secretary Betti Punnett

Chairperson Geoff Larsen thanked all members for their commitment and hard work over the past year. He declared all positions vacant and asked Craig Stewart to conduct the election of office bearers.

Election of Office Bearers:

CHAIRPERSON:	Geoff Larsen	Nominated:	Yvonne Forsyth
		Seconded:	Betty Brown
VICE CHAIRPERSON:	Craig Stewart	Nominated:	Betty Brown
		Seconded:	Geoff Larsen
SECRETARY/TREASURER	Betti Punnett	Nominated:	Yvonne Forsyth
		Seconded:	Craig Stewart
ROSTER CO-ORDINATOR:	Betti Punnett	Nominated:	Geoff Larsen
		Seconded:	Betty Brown
PUBLICITY OFFICER:	Betty Brown	Nominated:	Yvonne Forsyth
		Seconded:	Betti Punnett
VIC LIAISON:	Yvonne Forsyth	Nominated:	Betti Punnett
		Seconded:	Geoff Larsen

Craig Stewart congratulated all on being elected and wished them well for 2020-2021.

There being no further business, the meeting closed at 5.10pm

Betti Punnett
Secretary/Treasurer

**THE REPORT AND RECOMMENDATIONS OF THE COOTAMUNDRA HERITAGE CENTRE
MANAGEMENT COMMITTEE MONTHLY MEETING HELD AT THE COOTAMUNDRA HERITAGE
CENTRE ON MONDAY 2 NOVEMBER 2020 COMMENCING AT 4.10PM**

Present: Geoff Larsen (Chairperson), Betty Brown, Yvonne Forsyth, Betti Punnett, Craig Stewart, Sandra McGowan, Kelly Manwaring

Apologies: Mayor Abb McAlister, Michele Pigram, Arthur Ward

Minutes from the Previous Meeting: Read and confirmed on the motion of Betti Punnett, seconded Craig Stewart **CARRIED**

Business Arising:

- * Mt Hored photograph - Ian Brown thanked for giving information about service through Mt Hored and Ashley Hay
- * Framed photograph collected from Camera Art \$85.00 - to be displayed in Agriculture Gallery
- * Letter to Elfie Shelley - address received, but not yet written
- * Curtrax strings and hooks received \$125.23
- * Blinds - nothing further
- * Gantry - nothing further

Financial Report: Betti Punnett presented the Financial Report with takings of CHC \$271.85, VIC \$118.00; Nos: CHC 208; VIC 135 Children 40 since 12 October. Moved Betti Punnett, seconded Betty Brown **CARRIED**

Correspondence: IN: * Curtrax Email quote \$125.23

* Camera Art account \$85.00

OUT: * October Meeting Minutes

* Mayor Abb McAlister - invitation to AGM

* Miriam Crane - request for purchases: framed photograph, blinds, Curtrax

* Andrew Brock - replace spotlight bulb on gantry; gallery blinds

General Business: * Helen Hamilton had inquired re anything further on Hugh Hamilton's suggestion for possible statue of Arthur Butler. Nothing to report. Suggested Wayne Bennett be contacted (*Betti Punnett*) Hugh Hamilton's leaflet on Cootamundra's aviation history to be printed.

* Mark Forsyth has offered music scores from past CADAS and Musical Society performances. One copy of each to be accepted, preferably in archival box and labelled. (*Betti Punnett*) 1950s +

* Yvonne Forsyth reported that supply of tea towels needs to be replenished

* Members discussed need for more space - archival as well as for CHC items. Kelly Manwaring and Sandra McGowan spoke on preserving photographic negatives from *Cootamundra Herald* - all negatives need to be labelled, correctly stored and preferably digitalized. Cootamundra Local History Society Inc seeking grant/s to do so. There is a need to discuss with C/GRC future requirements of CHC. Members emphasized that so much - photographs, paper and physical items - is irreplaceable.

* Betti Punnett reported C/GRC had offered historic Mayoral chair and the large council logo for display. Logo accepted, but really no appropriate place to exhibit/keep the chair.

* Christmas Party - to be held at Bradman's Birthplace - possibly 6 December

* Craig Stewart was thanked for replacing national flag rope (donated)

There being no further business, the meeting closed at 4.58pm

Betti Punnett

Secretary/Treasurer

Next Meeting Monday 2 February 2021 4.00pm

COOTAMUNDRA HERITAGE CENTRE

Month		Adults	CHC Children	Buses	Donations	VIC	Souvenirs	Total
Oct	1	15	3		\$20.00	7	\$3.00	\$23.00
2020	2	17			\$15.00	9	\$53.00	\$68.00
	3	27	6		\$25.00	22	\$19.00	\$44.00
	4	21	2		\$49.80	17	\$22.00	\$71.80
	5	24	1		\$36.60	4	\$44.00	\$80.60
	6	21	5		\$19.00	19	\$30.00	\$49.00
	7	24	9		\$46.00	14	\$7.00	\$53.00
	8	19	5		\$26.70	0	\$7.00	\$33.70
	9	0			0	0	0	\$0.00
	10	5			\$10.50	14	\$6.00	\$16.50
	11	3			\$2.00	5	\$7.00	\$9.00
	12	7			\$18.40	5	0	\$18.40
	13	11			\$43.65	13	\$7.00	\$50.65
	14	4			\$3.00	7	\$7.00	\$10.00
	15	29			\$35.15	25	\$6.00	\$41.15
	16	12			\$19.00	6	\$2.00	\$21.00
	17	9			\$2.00	6	\$8.00	\$10.00
	18	5	2		\$12.70	8	\$7.00	\$19.70
	19	18			\$22.00	1	\$3.00	\$25.00
	20	20			\$5.60	5	0	\$5.60
	21	9			\$10.50	6	\$10.00	\$20.50
	22	9			\$14.00	9	0	\$14.00
	23	6			\$7.00	3	0	\$7.00
	24	16			\$18.00	7	\$7.00	\$25.00
	25	6			\$22.05	8	\$58.00	\$80.05
	26	2			0	0	0	\$0.00
	27	4			\$5.00	4	0	\$5.00
	28	16			\$14.00	16	\$1.00	\$15.00
	29	10			\$14.00	3	0	\$14.00
	30	6			\$6.90	1	\$2.00	\$8.90
	31	9			\$17.30	0	0	\$17.30
.
.	.	384	33	.	\$540.85	244	\$316.00	\$856.85
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COOTAMUNDRA HERITAGE CENTRE

Year	Month	CHC Adults	Children	Buses	Donations	VIC	Souvenirs	TOTAL
2017	Nov	131	13	0	\$216.20	123	\$34.50	\$250.70
	Dec	137	10	2	\$214.65	128	\$162.10	\$376.75
		268	23	2	\$430.85	251	\$196.60	\$627.45
2018	Jan	160	14	2	\$186.50	118	\$256.00	\$442.50
	Feb	111	3		\$216.95	146	\$134.00	\$350.95
	Mar	186			\$380.50	191	\$208.00	\$588.50
	Apr	292	32		\$450.30	202	\$178.00	\$628.30
	May	220	3	1	\$320.80	180	\$85.00	\$405.80
	June	196	36		\$345.40	165	\$100.00	\$445.40
	July	150	18		\$287.15	123	\$141.00	\$428.15
	Aug	190			\$316.55	148	\$261.00	\$577.55
	Sept	194	15		\$366.00	189	\$102.00	\$468.00
	Oct	293	33		\$531.80	227	\$188.00	\$719.80
	Nov	155	38	1	\$233.50	144	\$64.00	\$297.50
	Dec	163	6	1	\$241.65	94	\$127.00	\$368.65
		2310	198	5	\$3,877.10	1927	\$1,844.00	\$5,721.10
2019	Jan	103	21		\$191.85	115	\$99.00	\$290.85
	Feb	89	3		\$125.70	105	\$34.00	\$159.70
	Mar	241	2	1	\$369.25	179	\$163.00	\$532.25
	Apr	268	53		\$381.55	267	\$188.00	\$569.55
	May	201	27		\$361.90	225	\$121.00	\$482.90
	June	193	33		\$285.20	186	\$60.00	\$345.20
	July	162	34		\$293.90	178	\$172.00	\$465.90
	Aug	178	1	1	\$321.00	166	\$141.00	\$462.00
	Sept	241	3		\$550.65	239	\$141.00	\$691.65
	Oct	232	6		\$378.90	304	\$250.00	\$628.90
	Nov	142	9		\$251.65	144	\$175.00	\$426.65
	Dec	142	8	2	\$224.90	102	\$75.00	\$299.90
		2192	200	4	\$3,736.45	2210	\$1,619.00	\$5,355.45
2020	Jan	176	26		\$262.60	131	\$125.00	\$387.60
	Feb	110	56		\$285.40	129	\$89.00	\$374.40
	Mar	99	0		\$154.65	117	\$43.50	\$198.15
	Apr			CLOSED				
	May			CLOSED				
	June	123	0		\$173.00	118	\$68.00	\$241.00
	July	189	19		\$299.50	140	\$75.00	\$374.50
	Aug	160	12		\$187.55	79	\$85.00	\$272.55
	Sept	253	11		\$313.60	186	\$157.00	\$470.60
	Oct	384	33		\$540.85	244	\$316.00	\$856.85
	Nov							
	Dec							
		1494	157		\$2,217.15	1144	\$958.50	\$3,175.65

8.1.5 STOCKINBINGAL ELLWOOD'S HALL S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	340238
REPORTING OFFICER	Teresa Breslin, 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	The need for funding for maintenance of Ellwood's Hall has been referred for Council consideration in separate report recommending projects for funding from the Local Roads Community Infrastructure program
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	To comply with the s.355 Committee Management Manual.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Ellwood's Hall s.355 Committee Meeting Minutes 26 November 2020 ↓ 2. Maintenance of Kitchen letter from Ellwood's Hall s.355 Committee ↓

RECOMMENDATION

- 1. The Minutes of the Ellwood's Hall s.355 Committee Ordinary Meeting held on 26 November 2020, attached to the report, be received and noted.**
- 2. The letter from Ellwood's Hall s.355 Committee, titled 'maintenance of the Kitchen', attached to the report, be received and noted.**

Discussion

The attached Minutes of the Stockinbingal Ellwood's Hall s.355 Committee Ordinary Meeting held on 26 November 2020, are submitted for the information of Council.

The letter regarding the maintenance of the Kitchen at Ellwood's Hall is attached, for the information of Council.

Council note, that funding allocations for Ellwood's Hall will be discussed in the report titled 'Proposed Projects for Local Roads Community Infrastructure Program', in the Civil Works section of this meeting.



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Minutes

STOCKINBINGAL ELLWOOD'S HALL SECTION 355 COMMITTEE

ELLWOODS HALL, MARTIN ST, STOCKINBINGAL

DATE: 5.15PM THURSDAY 26TH NOVEMBER 2020

1 AGENDA ITEMS

1.1 Attendance and Confirmation of Quorum

Attendance: Chairperson: Carmel Payne

Secretary: Lorna Nixon

Treasurer: Alan Pether

Councillor: Leigh Bowden

General Members: Lynn Basham, Sue Caldwell, Stephen Neave

Facilities Manager CGRC: Andrew Brock

Confirmation of a Quorum: There are 7 Members appointed to this Committee.
Quorum numbers are met - yes

1.2 Apologies: Russell Vincent

1.3 Disclosure of Interests

(Identify if there are any Conflict of interests that need to be disclosed in the Minutes.)

1.4 Confirmation of previous meeting Minutes

The minutes of the last Ellwood's Hall Section 355 Committee meeting dated 22 October 2020 be confirmed as true and correct.

Moved: Lyn Basham

Seconded: Carmel Payne

1.5 Business Arising from previous Minutes:

- Maintenance work for Kitchen: James Fisher, local Plumber was contacted but he indicated that he was busy out of town most days but would like to be able to help and would look at the Pub side guttering on the Hall.
- Builder Rod Knagge came to measure and quote for replacement/maintenance to guttering along external western wall, floor and ceiling in Kitchen.
- Storage Room Improvements for Heritage Room swap – Steve was obtaining quotes – expensive. A builder looked at the area and informed us that a new ceiling would be a “big job”.
- Lawn Mowing of the yard at the Hall – Secretary contacted Stuart Moorby who is in charge of mowing arrangements at Stockinbingal. He advised that the yard would be mown prior to the car boot sale and to contact him prior to future events. This has since been done.

Thank you to the people of CGRC concerned in making this happen.

- Budgeting for repairs and maintenance - letter written to Council requesting clarification of funds held for Ellwoods Hall – reply received from Andrew Brock who outlined what costs were involved at the meeting including admin costs with insurance, electricity, rates (\$5248 ytd) and Maintenance costs of \$1451 ytd.

1.6 Correspondence in/out:

- Letter to Council requesting clarification of funds held for the Hall.
- Phone call to Andrew Brock by secretary regarding quotes for repairs and maintenance for Kitchen.
- Phone call to James Fisher re guttering.
- Report from Cootamundra Police Station regarding a broken window. Stephen Neave also reported the matter to the Cootamundra Shire. **The window has been repaired this week thanks again to CGRC.**

1.7 Report from the Treasurer:

Opening Balance:	\$13,219.57
Income:	1.07
Expenses:	0

Closing Balance: \$ 13220.64

Alan moved that his report be adopted.
Seconded: Sue Caldwell

1.8 General Business (List Agenda Items)

- 1) Car Boot Sale:
Jobs – Gate for signing in & Covid register – Sue Caldwell
Drinks to sell – Lyn & Lorna
Selling raffle tickets – Lyn & Lorna
Parking cars - Alan
Collecting \$10 from each car and issuing receipts - Alan
Getting signatures and collecting waiver forms – Alan
Steve assisting where needed.
- 2) Community Building Fund Grant – we have been successful in obtaining this grant of \$5000 which we will match. This is for the kitchen cupboards however maintenance is required before we can proceed. Andrew Brock discussed the possibility of some funds for Ellwoods Hall from a grant obtained by the CGRC. Priorities for this funding will be discussed at the next Council meeting to be held on 8th December 2020.

Action: Secretary to write a letter to Council requesting consideration for funds for maintenance issues in the Kitchen ie replacement guttering, ceiling repairs and floor repairs, prior to installation of the cupboards.

- 3) Andrew Brock also mentioned that the doors of the storage area onto the street will soon be replaced and that staff are working on providing disabled access from the street.

1.9 Date and Time of Next Meeting 5.15 Thursday 17 Dec 2020

1.10 Time Meeting Closed: 6.30 pm



ABN: 46 211 642 339
PO Box 420, Cootamundra NSW 2590
Phone: 1300 459 689
Email: mail@cgrc.nsw.gov.au
www.cgrc.nsw.gov.au

Stockinbingal Elwood's Hall
32 Martin Street
Stockinbingal NSW 2725

STOCKINBINGAL ELWOOD'S HALL SECTION 355 COMMITTEE

CONSTITUTED UNDER SECTION 355 OF THE LOCAL GOVERNMENT ACT – COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

27 November 2020

CGRC
Wallendoon St
Cootamundra 2590

To the December 2020 Ordinary Council Meeting

The Ellwood's Hall Committee conducted its monthly meeting yesterday. CGRC Facilities Manager Andrew Brock and Councillor Leigh Bowden were also in attendance. As you may be aware the committee have been pursuing the renovation of the Kitchen at the Hall and have obtained three quotes for the kitchen cabinetry which forms only part of the renovation.

This week we were notified that we were successful in obtaining a small grant from the Community Building Partnership Program, of \$5,000 which we will match for the installation of the cupboards (this was all we could match from our savings).

However, before we can proceed there are a few maintenance issues in the Kitchen which need to be addressed:

- The external roof guttering which is rusted out and currently contains the "hanging gardens of Stockinbingal"!!
- Water damaged gyprock, probably as a result of the guttering or roof damage
- Cracking and subsidence of the concrete floor slab, which does not contain reinforcement, and subject to gutter overflows.

We have just received a quote from a builder to address these issues which has been forwarded to Andrew Brock. He is also obtaining other quotes.

The committee have been working diligently to raise funds through Market Days, Model Trains weekend, Car Boot Sales etc and were able to secure one grant in 2018 to construct a Meeting Room within the Hall and to provide heating and cooling as well as disabled access at the front door. As a result the hall has had increased use by the community – monthly "Stop & Mingle" morning teas, weekly tai chi, committee meetings, school presentation nights, fund raisers for fires etc.

I note that we were unsuccessful in obtaining a CGRC Community Donations grant in 2020 which would have assisted our project. We had also applied for Round 3 SCCF to renovate

Chairperson:
Carmel Payne
Martin Street
Stockinbingal NSW 2725
Ph: 0408 971 182

Booking Officer:
Stephen Neave
Martin St
Stockinbingal NSW 2725
Ph: 0431 207 716

the Kitchen and replace the Toilet block and were unsuccessful. We remain hopeful that our Hall maintenance issues might be prioritised in future funding allocations.

Kind regards
Lorna Nixon
Secretary Ellwood's Hall Committee



"Hanging gardens" and grass growing in rusted gutter



Gutter water overflow outside Kitchen



Ceiling damage and Floor cracking and fireplace/chimney





Existing cupboards and floor cracking



8.1.6 MUTTAMA HALL MANAGEMENT S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	339962
REPORTING OFFICER	Teresa Breslin, 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	To comply with the Section 355 Committee Management Manual.
ATTACHMENTS	1. Muttama Hall Management Committee Meeting Minutes 17 September 2020 ↓

RECOMMENDATION

The Minutes of the Muttama Hall Management s.355 Committee meeting held on 17th September 2020, attached to the report, be received and noted.

Introduction

The attached Minutes of the Muttama Hall Management s.355 Committee meeting held on 17th September 2020, is submitted for the information of Council and the community.



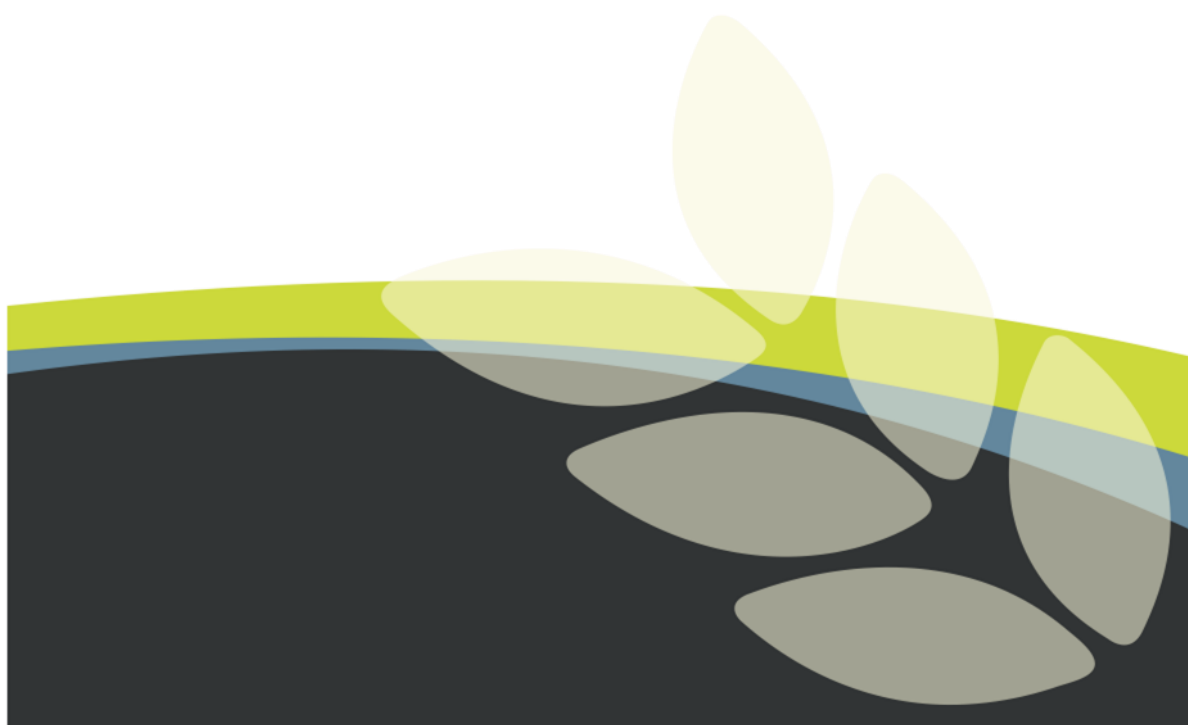
**COOTAMUNDRA-
GUNDAGAI** REGIONAL
COUNCIL

Minutes

**MUTTAMA HALL MANAGEMENT SECTION
355 COMMITTEE**

MUTTAMA HALL

5.30PM THURSDAY 17 SEPTEMBER 2020



Minutes

1 MINUTES.....	2
1.1 Attendance and Confirmation of Quorum.....	2
1.2 Apologies.....	2
1.3 Disclosure of Interests.....	2
1.4 Confirmation of previous meeting Minutes.....	2
1.5 Business Arising from previous Minutes:.....	2
1.6 Correspondence in/out:.....	Error! Bookmark not defined.
1.7 Report from the Treasurer/President/Secretary:	2
1.8 General Business (List Agenda Items)	2
1.9 Date and Time of Next Meeting.....	Error! Bookmark not defined.
1.10 Time Meeting Closed	4

1 MINUTES

Attendance

Present: President/Chairperson: Hilary Connors

Vice President: Sarah Last

Secretary: Anne Last

Treasurer: Leigh Scott

General Members: Bill Buckley, Bart Groen, Robert Flint

1.1 Apologies

N/A

1.2 Disclosure of Interests

There were no disclosures of Interest.

1.3 Confirmation of previous meeting Minutes

The minutes of the **Muttama Hall Management Committee** meeting held on 14 March 2020 was confirmed as true and correct via email on 25 April 2020.

1.4 Business Arising from previous Minutes:

- Letters of thanks to Robert Everdell and Zac Smith have been sent.
- Working bee scheduled for 26 March did not go ahead as the MCLG cancelled their booking due to COVID-19.
- A motion was passed to purchase a trolley for use in the hall but this was later decided unnecessary.
- Hall lighting –
Action: the group discussed that the lighting needs for the Hall would be simple. Bart has expertise in lighting and is happy to draw up a plan for discussion. Hilary will contact Andrew Brock re: legal compliance.
- Peter Hoey was not interested in quoting for the DVA application but Michael Nasser did so.

1.5 Report from the Treasurer/President/Secretary:

- Leigh reported that there is \$4422 in the MHMC NAB account.
- 8 Tables @ \$246 each Total: \$1969
- Leigh has been paid for materials i.e. legs and extra timber which he needed to complete the tables.

1.6 General Business (List Agenda Items)

- 1) Interpretive Sign – the group confirmed that the wording was appropriate and informative but raised concerns about the sign as an artwork, its legibility and size, the material to be used and the font (maybe Georgia would be best). It was also agreed that 'Lest We Forget' should be included at the bottom of the sign. Extra funds maybe required.

- The group thought that council should be contacted re: signage plan for village halls. Promote the idea of a more holistic sign plan that ensures connectedness. Possibly a sign on the road to direct travellers to the Hall and another at the Recreation ground, about the village's history, would be good.

Action: Bill offered to talk to Precision Signs about the above and report back to the group.

2) Update on the status of grants.

- SCC19 funds – the delay in gaining the funds has changed the milestone for delivery. The expected starting date and completion for Stage Two is the end of October.
- DVA grant – this was successful. The fund agreement has been executed but will not begin until Stage Two construction has been completed.

3) Policy on hiring/loaning tables and chairs that belong to the Hall.

Action: The committee unanimously agreed that the tables and chairs belonging to the Hall would not be available for hire/loan.

4) Purpose/needs for the remaining of MHMC funds –

Action: The group decided not to allocate any monies for the time being as the Interpretive Sign and the Hall lighting may require funds.

5) Letters to Tegra Australia, Romani Pastoral Company and Cootamundra Concrete requesting donations that will support the rejuvenation of the hall in a purposeful way.

Action: The group decided to leave this until items/areas that are needed to support the Hall's rejuvenation are identified.

6) Collection of Honour Boards.

Action: Bill offered to collect and store the Honour Boards in his CCTV insulated, locked shed. Kim at Art and Archival will be contacted to ensure that the boards are packaged for transportation.

7) Robert raised the importance of providing information to travellers about Muttama. What does Muttama mean? What aboriginal artefacts have been found in the Muttama area etc.

Action: Contact Council about their Village Strategy for providing signs.

8) Chairs – there are about 60 metal chairs presently in the hall. It was mentioned that there are a number of chairs and a table or two in the tennis club.

9) Many thanks and accolades to Leigh for the fabulous tables he so skilfully made for use in the Hall.

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

10) Working Bee to clear the back stage area.
Action: Saturday 26 September at 9.00am

1.7 Time Meeting Closed: 6.20pm

MINUTES : 00

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MUTTAMA HALL MANAGEMENT COMMITTEE

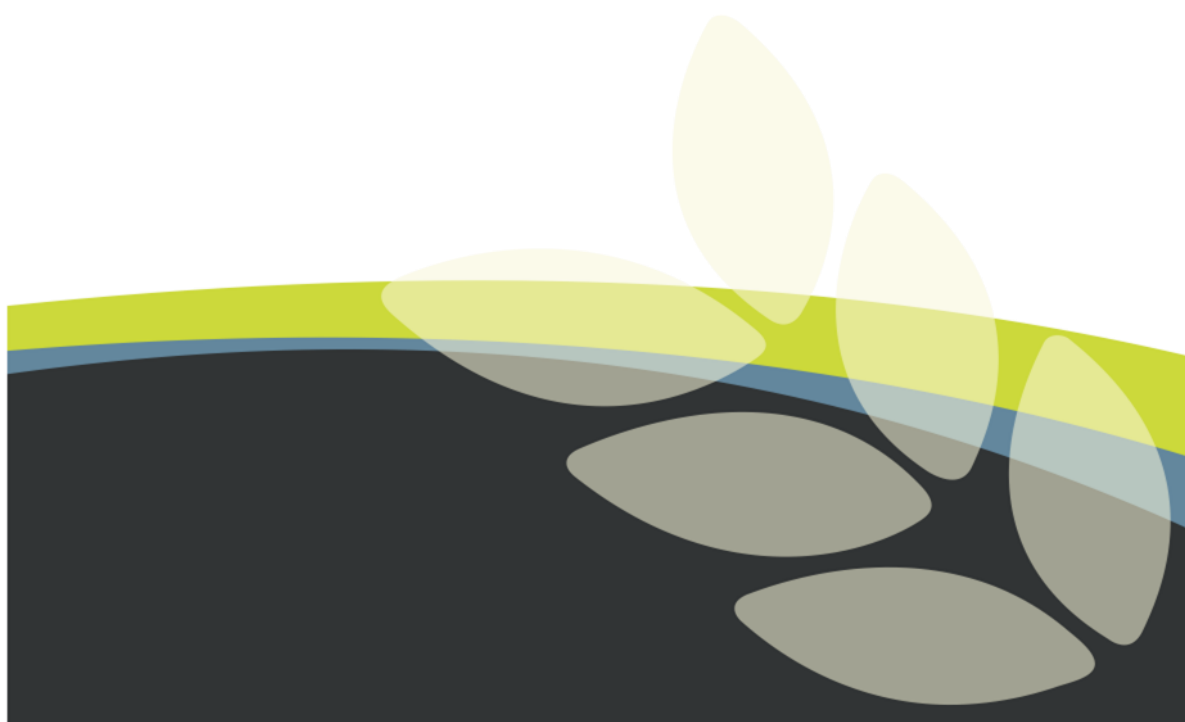
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Gundagai Office:

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Phone: 02 6944 0200
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8.1.7 THE ART CENTRE COOTAMUNDRA S.355 COMMITTEE MEETING MINUTES

DOCUMENT NUMBER	340242
REPORTING OFFICER	Teresa Breslin, 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	To comply with the Section 355 Committee Management Manual.
ATTACHMENTS	1. The Arts Centre Cootamundra s.355 Committee Meeting Minutes 19 November 2020 ↓

RECOMMENDATION

The Minutes of The Art Centre Cootamundra s355 Committee meeting held on 19 November 2020, attached to the report, be received and noted.

Introduction

The attached Minutes of The Art Centre Cootamundra s.355 Committee Ordinary Meeting held on 19 November 2020, are submitted for the information of Council.



COOTAMUNDRA-
GUNDAGAI REGIONAL
COUNCIL



Minutes

THE ARTS CENTRE COOTAMUNDRA SECTION 355 COMMITTEE

THE ARTS CENTRE COOTAMUNDRA, 18 WALLENDON STREET

6.15PM, THURSDAY 19 NOVEMBER 2020



Minutes

1 MINUTES	2
1.1 Attendance and Confirmation of Quorum	2
1.2 Apologies.....	2
1.3 Disclosure of Interests	2
1.4 Confirmation of previous meeting Minutes	2
1.5 Business Arising from previous Minutes:	2
1.6 Correspondence in/out:.....	2
1.7 Report from the WHS/Financial/PA/VA/Movies:.....	2-3
1.8 General Business (List Agenda Items).....	4
1.9 Date and Time of Next Meeting	4
1.10 Time Meeting Closed	4

1 MINUTES

1.1 Attendance and Confirmation of Quorum

Present: President/Chairperson: Andrew Brock
 Secretary: Rosemary Fowler-Sullivan
 Treasurer: TBA
 Council Representative: Leigh Bowden
 General Members: Leigh Scott, Julie Cowell, Gwen Norman, Isabel Scott, Eric Steinke
 Other attendees: Lucy Main

Confirmation of a Quorum: There are [9] Members appointed to this Committee.
 Quorum numbers are met **yes**

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

We acknowledge the Traditional Custodians of the land on which we live, work, and create. We pay respect to Elders past, present and emerging.

1.2 Apologies

List Members that were unable to attend: **Annabel Marley**

1.3 Disclosure of Interests

There were [no] disclosures of Interest. [Or list possible conflict of interests]

1.4 Confirmation of previous meeting Minutes

The minutes of the last **Cootamundra Arts Centre Section 355 Committee** meeting dated **22 October 2020** are confirmed as true and correct.

(Moved: Rosemary, Seconded: Julie)

1.5 Business Arising from previous Minutes:

- Eftpos – details of discussion in GB

1.6 Correspondence in/out:

- SWSCU – Cootamundra Community Arts Trust Statement.

1.7 Reports from the WHS/Treasurer/PA/VA:

1.7.1 WHS Report

- NIL

1.7.2 Financial Report

- Expenses YTD November 2020 - \$34,742.83
- SWSCU – Balance as at 17/11/20 - \$54,135.66.

(Moved: Andrew, Seconded: Gwen)

1.7.3 Report for Performing Arts

- Open Day was a resounding success. Several groups performed including Christine Wishart, Chris Edwards School of Dance, Ukulele, five drama snapshots & Poetry group.
- Maintenance required on theatre lighting grid, testing & tagging; also, dimmer 2 handle needs to be replaced. Tuition on technical skills to be addressed, invite Michael Van Baast to teach Eric.
- Jan Preston – 28/11/20 – tickets on sale from Office.
- Learn all regular maintenance chores previously done by Leigh & others.

Copy attached. (Moved: Eric , Seconded: Leigh S.)

1.7.4 Report from Visual Arts

- Snapshots of six activities were shown on the Open Day: screen printing & etching, wool spinning, natural dyeing, pottery, linocuts, fused glass jewellery. A constant stream of visitors was extremely interested in the displays & hopefully will create encouragement for further workshops.
- Upcoming workshop – Workshop on Wheels – 6-7 February 2021. Reduction Lino Printing with Melissa Martin.
- 2021 Plans – Dabble Days, Glass making, studio printing days.

Copy attached. (Moved: Rosemary , Seconded: Isabel.)

1.7.5 Report for Movies

- Movies are being well attended & COVID procedures are being adhered to.
- Takings from Emma was \$574, Midway \$170.
- Movies are booked for December & January – Pinocchio, Astrokid & Cruz 2 possibly for the young.
- New volunteers are being trained to learn projection, collect money, ushering.

(Moved: Julie, Seconded: Rosemary)

1.8 General Business (List Agenda Items)

- 1) **Open Day/ArtState** – was an outstanding success, with over 200 people attending. Attendance was excellent and people came from many different post codes. Numbers attending recorded on sign-in sheets was 175, QR code numbers unavailable. Performing arts in various forms, art demonstrations and a Makers Market. An Art Exhibition featuring and celebrating some amazing local talent. The Tin Shed Theatre came to life with several performances during the day including music, dance, drama, and poetry. Local dance schools' students performed from ballet to hip hop. The Ukulele Group also demonstrated their skills. Pizzas and drink sales were excellent, admission money approximately \$350 also. All the displays, performances and demonstrations were only possible because of the enthusiasm and skills of so many talented and generous volunteers.
- 2) **Albert/Eftpos Options** – Albert is available through Commonwealth Bank & can be linked to SWSCU account. Andrew will investigate Eftpos facilities through Council account with Comm Bank.
Moved: Julie, S: Gwen to go ahead.
- 3) **Programming 2021** – Isabel requested to hold a meeting to discuss financial costs of 2021 programme.
- 4) **Jan Preston** - tickets are on sale from office. Discussions about who has the role of co-ordinator of events for decisions on seating, flyers & advertising.
- 5) **Roman Rydzynski** – requested booking at TACC for 27th June 2021. Condition of accepting for him to pay for venue & take the door.
- 6) **Signage for Car Park** – waiting on second quote from Joe Morton.
- 7) **Exhibition Room Booking** – costing required for Elaine & Stuart Macky, approximately 30 people.
- 8) **Miss Em's Drama enquiry** – Emma has not recontacted TACC yet to discuss options.
- 9) **Janelle Noack** – wants to have a Christmas lunch with her students, bringing their own food/drinks. Committee approved her request. Send a letter of thank you for her input to the centre.
- 10) **Parking Problems** – limited parking in the area due to various activities has caused problems. No solution at present. Recommend all complaints be directed to council not to individual businesses.
- 11) **Operational Plan** – hold a meeting in the New Year. Business Plan & Development Strategic Plan.
- 12) **Cootamundra Aboriginal Working Party** – organise a meeting in 2021 with CAWP, Peter Beath & Amanda Levett – suggest having a BBQ to encourage arts, language & culture in the community, hold an exhibition on a suitable date. Send letter to suggest suitable date.
- 13) **Stage Floor Repainting** – Neville from CGRC will do.
- 14) **Theatre Lighting** – Andrew advised electrician will be available next Friday to attend to lighting issues.

1.9 Date and Time of Next Meeting – 21 January 2021, 6.00PM

1.10 Time Meeting Closed – 8.25 PM



COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

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www.cgrc.nsw.gov.au



8.1.8 CHANGE OF DATE FOR JANUARY 2021 ORDINARY MEETING

DOCUMENT NUMBER	339602
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.3 Cootamundra-Gundagai Regional Council is a premier local government Council
FINANCIAL IMPLICATIONS	There are no Financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

The Ordinary Meeting of Council scheduled for Tuesday the 26th January 2021, be moved to Wednesday the 27th of January 2021.

Introduction

Further to the report submitted at the October Council meeting. It has been identified that the January Council meeting falls on a Public Holiday. Subsequently, it is suggested to hold the meeting the following day, that being, Wednesday the 27th of January.

8.1.9 UPDATED COUNCIL MEETING ACTION REPORT

DOCUMENT NUMBER	340151
REPORTING OFFICER	Teresa Breslin, 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. Council Meeting Action Report - December 2020 ↓

RECOMMENDATION

The Updated Council Meeting Action Report be 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	<p>Ongoing.</p> <p>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.</p> <p>Partly complete – schedule 1 amendment gazette</p> <p>May 2020 update – negotiations underway with DPIE regarding progressing the remainder of this proposal.</p> <p>June 2020 – Council has been allocated new staff from DPIE, negotiations underway as to the most appropriate way to progress this matter.</p> <p>September 2020- ongoing</p> <p>November 2020 – ongoing</p> <p>December 2020 - ongoing</p>

Ordinary Meeting 30 October 2018			
ITEM	ACTION	STAFF	Status
<p>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.</p> <p>8.1.4 Resolution 215/2018</p>	<p>“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”</p>	<p>Manager Culture and Community</p>	<p>July 2020 MOU written</p> <p>September 2020 - CAWP making comments for draft revision.</p> <p>December 2020 – CAWP still working on amendments</p>
<p>8.1.5 Resolution 216/2018</p>	<p>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.</p>	<p>Manager Development, Building and Compliance</p>	<p>May 2020 – seek funding opportunities to undertake the required studies as they arise.</p>
<p>8.1.5 Resolution 216/2018</p>	<p>3. CGRC, in consultation and negotiation with Aboriginal communities in the region, form an Aboriginal Advisory Committee to liaise with Council about matters of importance and concern to local Aboriginal people.</p>	<p>Manager Culture and Community</p>	<p>June 2020 – Funding opportunities from Heritage Office will allow this to occur. Grant applications will open in the latter part of the year. Council is on the mailing list to be notified when the grants open.</p> <p>December 2020 – NSW Heritage Grants closing February 2021, funding source for mapping cultural significance.</p>
<p>8.1.5 Resolution 216/2018</p>	<p>4. The Consultative Committee consider the implementation of an Indigenous Employment Strategy</p>	<p>HR/GM</p>	
	<p>CGRC put in place Cultural (Aboriginal) Competency/Cross Cultural training to Council Staff and Councillors.</p>	<p>Manager Culture and Community</p>	<p>September 2020 - CAWP/Gundagai Cultural Group considering options for suitable training providers.</p> <p>December 2020 - CAWP/Gundagai Cultural Group still considering options for suitable training providers.</p>

28.11.2017 – 7.3.2.1	Waste Collection Services	Manager Waste, Parks and Recreation	<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><u>November 2019</u> - 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 2020 – Reviewed report going to council this month.</p> <p>July 2020 – Council has taken over the operation of the Cootamundra Transfer Station (Pit) and will present a report on the weigh bridge activities every 3 months for the information of Council.</p> <p>Sept 2020 – staff are current correlating data collected and working on the waste operations financial structure with a further report to come back to Council.</p> <p>November 2020 – all relevant weighbridge data has been given to the Deputy General Manager and Manager Waste, Parks and Recreation as to enable them to prepare a financial plan for Councils consideration.</p> <p>December 2020 - Unchanged</p>
31.01.2018 – 7.1.1.4	Prepare detailed design and cost estimates for Turners Lane industrial subdivision. Include budget allocation in 2018/2019 budget.	GM	<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>
18.06.2019			

		Manager Assets	July 2019 - Final civil design plans received. Awaiting final electrical design (anticipated mid-August). Awaiting result of funding application prior to commencement of construction.
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ITEM	ACTION	STAFF	Status
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> <p>November, 2020 - Draft report to go to November, 2020 Traffic Committee Meeting for consideration.</p> <p>December 2020 – Further information being compiled.</p>
31.07.18 – 9.2	Council, in collaboration with the Muttama Creek Regeneration Group, investigate the feasibility of creating a walking track alongside sections of Muttama Creek.	Manager Waste, Parks and Recreation	<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 required</p> <p>No change to date.</p> <p>March – no change</p> <p>June 2020 – Council staff have been working with the Muttama Group delivering mulch and undertaking some clearing works. There is no funding for any works associated with the Muttama Group.</p> <p>July 2020 – no change</p>

			<p>Sept 2020 – Council staff are collectively working with the Muttama Creek Group in managing related activities.</p> <p>November 2020 – this is ongoing in accordance with available resources and funding.</p> <p>December 2020 – Unchanged.</p>
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ORDINARY MEETING - 25 June, 2019			
ITEM	ACTION	GM	Status
Aside request from Cr Sheahan	Disability access audit of business' with awareness programme delivered by Council staff to business owners/managers Starting with Council premises first.	Manager Development, Building and Compliance	<p>May 2020 Update – committee agreed to access the professional services on offer to commence this process. Due to the COVID 19 situation this has not been possible.</p> <p>June 2020 – still on hold due to COVID 19</p> <p>July 2020 – still on hold due to COVID 19</p> <p>October2020-still on hold due to COVID-19</p> <p>December 2020 – current staff vacancies & the COVID-19 situation have necessitated that this be put on hold.</p>

ORDINARY MEETING - 27 AUGUST, 2019			
ITEM	ACTION	STAFF	Status
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	<p>This has been completed on a temporary trial basis. <u>November 2019</u> – no change.</p> <p>March – Pool now closed no further action at this stage.</p> <p>June 2020 – No Further action to date</p> <p>July 2020 – On hold pending the outcome of the EOI</p>

			November 2020 – No longer relevant as the pool is now managed and operated by a private Contractor. December 2020 – unchanged.
ORDINARY MEETING - 29 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

ORDINARY MEETING 26 NOVEMBER, 2019			
ITEM	ACTION	STAFF	STATUS
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 26 th May 2020 June 2020- Report to be prepared for the consideration of Council at the Ordinary Meeting to be held 30 th November, 2020 November, 2020 – report deferred until normal bus use resumes. December 2020 – Unchanged.

ORDINARY MEETING 28 JANUARY, 2020			
ITEM	ACTION	STAFF	STATUS
8.1.15 Cootamundra Tourism Action Group Section 355 Committee Minutes of meeting held 15 January 2020 RES 020/2020	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	Memo drafted to GM proposing solution for funding role to June 2021.
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 June 2020- still seeking advice from TfNSW on location of the variable message sign September 2020 – sign location Gundagai approved. Design being drafted for Cootamundra. December 2020 – Drafts for Cootamundra sent to Traffic Committee

Ordinary Meeting March, 2020			
ITEM	ACTION	STAFF	STATUS
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	Manager Community and Culture	December 2020 – still awaiting quote from supplier
8.6.2 Stockinbingal Sewerage Scheme	1. Engage Public Works to prepare business case 2. An application be made under the safe and secure water program for funding towards a detailed design.	Manager Assets	October, 2020 -ongoing

Ordinary Meeting 30 June, 2020			
ITEM	ACTION	STAFF	STATUS
8.3.1 Tourism Branding and Marketing Strategy	Actions arising from the strategy be incorporated into the Operational Plan and be sent to Relief Governance officer	Manager Community and culture	September 2020 – Workshop with Tourism Committees to determine 12 month actions to be held October. December 2020 – Further report to January Council meeting.

ORDINARY MEETING 28 JULY, 2020			
ITEM	ACTION	OFFICER	STATUS
8.1.3 Governance responses to issues identified by the Audit Office NSW Resolution 204/2020	2. Council continue negotiations with Riverina Eastern Regional Organisation of Council regarding software and training for <i>Legislative policy and register reporting frameworks</i> and initiate more formal discussions with the Office of Local Government and the Audit Office to address administrative and cost burdens associated with best practice responses.	GM	
8.1.4 Cootamundra Tourism Action Group Section 355 Committee - Minutes of Meeting held 2 July 2020 Resolution 205/2020	Two Town Centre directional signs – one on Yass Road, prior to the Hovell Street Olympic Highway diversion turn-off and one at the Sutton Street Wallendoon Street intersection be installed.	Manager Civil Works	
8.6.1 Ten Year Plant Replacement Programme and Plant Fund Resolution 225/2020	That development of a detailed ten year strategic plant management plan be referred to the Finance Committee for ongoing review until the committee is satisfied that the plan be referred to Council for adoption.	Finance Committee	October, 2020 - Ongoing
8.7.1 Civil Works and Technical Services Report - July 2020 Resolution 226/2020	Council investigate drainage concerns along the Wallendoon Street edge of Clarke Oval.	Manager Civil Works	To be surveyed and designed to prepare cost estimate for future funding

<p>9.1 Notice of Motion - Rail Trail between Cootamundra and Tumblong</p> <p>Resolution 229/2020</p>	<p>That CGRC produce a submission to present to the NSW Government for development of the Cootamundra to Tumblong Rail Trail as a place making project, promoting tourism growth and economic stimulus, benefiting the whole local government area.</p> <p>That Council apply for \$100,000 to be reallocated for project pre-planning from NCIF2, A Better Community Strategy Project funding through the Office of Local Government.</p> <p>That all legitimate concerns of adjoining landholders be considered and addressed.</p>	<p>Manager culture and Community</p>	<p>Application submitted to OLG to reallocate funding of \$100K for pre-planning.</p> <p>Tour arranged for 24th October, 2020</p> <p>December, 2020 – Tour postponed until early 2021.</p>
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ORDINARY MEETING 29 SEPTEMBER, 2020			
ITEM	ACTION	OFFICER	STATUS
<p>8.1.14 Australia Day 2021</p> <p>RESOLUTION 274/2020</p>	<ol style="list-style-type: none"> Information on Australia Day Awards 2021 be received and noted. Council support the submission of an application for funding for local Australia Day 2021 activities, from the \$500,000 Australia Day 2021 event branding grants program. Council staff further investigate the viability of Council applying for funding from the \$7.5 million Australia Day 2021 COVIDsafe Events grant program. 	<p>Coordinator Business</p>	<p>November, 2020 - Applications submitted for \$1000 Branding funding</p> <p>Applications submitted for \$20,000 grant for both Cootamundra and Gundagai. Council is required only to match funds totally what would normally be spent on Australia Day celebrations.</p> <p>December 2020 - Council notified of success of grant funding. \$1000 for branding, \$20000 for COVID Safe Australia Day Events.</p>
<p>8.2.1 Cootamundra-Gundagai Regional Council Sewerage Fund Replenishment Loan</p> <p>RESOLUTION 275/2020</p>	<p>That authority be granted to the General Manager to execute the loan agreement on behalf of Council.</p>	<p>Manager Finance</p>	<p>December 2020 - Completed.</p>

8.3.1 Cootamundra-Tumblong Rail Trail Detailed Development Plan RESOLUTION 279/2020	That Council allocate an amount of \$10,000 from the existing budget for the Recreational Needs Study to complete initial project consultation with primary producers neighbouring the Cootamundra-Tumblong Rail Corridor.	Manager Community and Culture	December 2020 – Complete.
8.3.2 Old Mill Gundagai Stabilisation Work Request for Quotation RESOLUTION 280/2020	Council delegate authority to the General Manager to negotiate with Adaptive Interiors (the preferred supplier) to determine whether all or part of the project can be delivered within existing budget, by utilising local suppliers or different methodology.	Manager Community and Culture/ GM	December – Further report to January Council meeting.
8.6.1 Construction of Water Supply Extension to Dog on the Tucker Box, Gundagai RESOLUTION 286/2020	Council enter into a contract as detailed in the Water Supply Extension documentation, circulated under Confidential Cover in this unique circumstance.	Manager Assets	
9.1 Acquisition of Land for Residential and Industrial Expansion at Gundagai RESOLUTION 291/2020	<ol style="list-style-type: none"> 1. That Council investigate the purchase of suitable industrial and residential land for expansion of North and South Gundagai. 2. That Council consult local developers and real estate agents about opening up further blocks for residential growth in Cootamundra. 3. That Council fast track the provision of services to the Turners Lane industrial blocks and list them with the local real estate agents. 	GM	
9.2 Council Meet with the Cootamundra Hospital Board to Discuss Lobbying the State Government for a New Hospital RESOLUTION 292/2020	Arrangements be made for Council to meet with the Cootamundra Hospital Board and discuss a proposal of lobbying the State Government for a new hospital to be built in Cootamundra.	Mayor	Discussion had with Kerry Lindeman and Ruth O'Dwyer

EXTRAORDINARY MEETING 6 OCTOBER, 2020			
ITEM	ACTION	OFFICER	STATUS
5.2.1 Integrated Water Cycle Management Strategy RESOLUTION 0011/2020	<ol style="list-style-type: none"> 1. Council send a letter to Goldenfields Water County Council detailing the Integrated Water Cycle Management Strategy Project Reference Group containing an offer of the position of community representative on the Project Reference Group. 2. Council send a letter to two nominated community representatives detailing the Integrated Water Cycle Management Strategy Project Reference Group containing an offer of the position of community representative on the Project Reference Group. 	Manager Assets	Complete Letter sent to Gundagai nominate community representative Cootamundra Representative yet to be determined.
6.2 Cootamundra Aquatic Centre and Sports Stadium Reviewed Expressions of Interest RESOLUTION 002/2020	<ul style="list-style-type: none"> • Council accept the revised offer \$ from L&R Group to Manage the Cootamundra Aquatic Centre and Sports Stadium. • Council delegate authority to the General Manager to negotiate the contract with L&R Group for the Management of the Cootamundra Aquatic Centre and Sports Stadium. • Media release be arranged containing information on the acceptance of the offer from L&R Group 	Manager Waste, Parks and Recreation	November 2020 – Aquatic Centre and Sports Stadium now under contract. December 2020 – Operating well under new contract.

ORDINARY MEETING 27 OCTOBER, 2020			
ITEM	ACTION	OFFICER	STATUS
<p>7.1 Minutes of the Access and Inclusion Committee Meeting held on Thursday 1 October 2020</p> <p>Resolution 003/2020</p>	<p>2. Council priorities the upgrade of the footpath on the western side of Sutton Street, between Hurley and Mackay Streets, so it joins the existing footpath leading to the town centre.</p> <p>3. The works be prioritised as a matter of urgency</p> <p>4. A list of foot path works be provided to Council</p>	Manager Civil Works	To be estimated and included in future works
<p>8.1.1 Boundary Commission's Public Enquiry into the Demerger Proposal Affecting Cootamundra-Gundagai Regional Council</p> <p>Resolution 309/2020</p>	<p>3. The NSW Local Government Boundaries Commission be advised that Council will be making representations at each first NSW Local Government Boundaries Commission's community consultation session in both Cootamundra and Gundagai.</p> <p>4. The Local Government Boundaries Commission be advised of the Councillors nominated to be representatives at the remaining NSW Local Government Boundaries Commission's community consultation sessions in both Cootamundra and Gundagai, as detailed in the report.</p> <ul style="list-style-type: none"> • Cr Sheahan represent Council at the 2nd Cootamundra session • Cr Stewart represent Council at the 3rd Cootamundra session • Cr Bowden Mayor McAlister represent Council at the 2nd Gundagai session • Cr Graham represent Council at the 3rd Gundagai session • Cr Nicholson represent Council at the 4th Gundagai session <p>5. That the Deloitte Report, in full, be made available to the Council.</p>	EA to GM	December 2020 - Community Consulations have been held.

	6. That Local Government Boundaries Commission be requested to make their findings and recommendations to the NSW Government public.		
8.1.7 Cootamundra Tourism Action Group s.355 Committee Meeting Minutes Resolution 315/2020	<p>The recommendations contained in the Minutes for the consideration of Council are as follows:</p> <ol style="list-style-type: none"> 1. Council reinstate the “Best dry land wheat growing region” sign at the Wallendbeen round-about area that was removed when the new Council signage was erected. 2. Council install new and appropriate Village Centre directional signage (current signs are small and easily missed when travelling on the highways) 3. Council seek appropriate permissions from Transport for NSW to undertake landscaping and beautification + ongoing maintenance of the Roundabout. 4. Council enact any existing or develop a new landscaping plan for the Wallendbeen Rest-area. This should be bright, colourful and enticing and give a great first impression of our LGA! 5. Council seek funding to re-vamp the Milestone Sculptures including the replacement or upgrade of the Fibre-optics lighting system. 6. Council assist the Wallendbeen Community Association by working with the new owners of the Service station site to see development progress made, and with GrainCorp to progress options for the Silo painting to go ahead or other appropriate activities to be considered. 7. Council Planning staff consider an approach to allow an easier approval process for Food Vans to set up at the rest stop. For instance, space being automatically earmarked, with a booking system in place rather than individual approval applications needed. 8. That simple factsheets and application forms/processes be put in place and any current ones reviewed and 	<p>1TBC</p> <p>2 TBC</p> <p>3 Mark</p> <p>4 TBC</p> <p>5 Miriam</p> <p>6 Miriam/ Sharon?</p> <p>7 Sharon</p> <p>8 Sharon</p>	<p>Report going to the November, 2020 Council Meeting.</p> <p>December 2020 - New resolution has been made from the November 2020 council meeting, see 351/2020. Council staff to investigate the possible location of the old “Best dry land wheat growing region” sign.</p> <p>December 2020 - Request sent to TfNSW awaiting reply.</p>

	<p>updated as necessary for food vans, market stalls, business & community signage, busking & performance activities etc.</p> <p>9. That Council investigate its options to develop a dual-purpose tourist viewing area and bushfire mustering point on Rosehill Road.</p>	9 Miriam	
<p>8.2.1 Special Rate Variation - Notification of Intention to Apply</p> <p>Resolution 004/2020</p>	IPART be notified of Council's intention to apply for a Special Rate Variation (SRV) under Section 508(A) of the Local Government Act, 1993 to be retained permanently in the rate base.	DGM	Completed.
<p>8.3.3 Clubgrants Category 1 Local Committee Formation</p> <p>Resolution 324/2020</p>	<ol style="list-style-type: none"> 1. A ClubGRANTS Local Advisory Committee be formed in accordance with the required structure as detailed in the report, to meet four times per year. 2. The Manager Community and Culture be representative of Council on the ClubGRANTS Local Advisory Committee. 	Manager Community and Culture	December 2020 – Further correspondence from clubs indicating figures they had previously supplied were incorrect. Decision to be reviewed for further report.
<p>8.7.2 Aerodrome Users Group - Meeting Notes held on 13 October 2020</p> <p>Resolution 328/2020</p>	<ol style="list-style-type: none"> 1. Write to Aerodrome users seeking nominations to convene an Aerodrome Advisory Committee, and if sufficient interest is received, Council convene the committee; 2. Undertake preliminary investigation of options for an annual fee structure for discussion with Aerodrome users/Aerodrome Advisory Committee; 3. Consider the establishment of a working relationship with the Aircraft Owners & Pilots Association (AOPA) and local pilots to form a partnership with Council to host an annual AOPA event; 4. Ensure the Cootamundra Aerodrome and its proximity to town is promoted on Council's website and social media platforms; and 5. Landing fees contained in Council's 2020/21 revenue policy not be levied. 	Manager Civil Works	<p>Correspondence sent 3/11/2020.</p> <p>December 2020 - Two (2) respondents agreed. Need to arrange meeting and Councillor Representative</p> <p>Request sent to AOPA</p> <p>Website Updated.</p>

8.10.1 Feasibility of a Waste Transfer Station at Adjungbilly Resolution 331/2020	2. A further report be prepared and submitted for the consideration of Council to the Ordinary Meeting scheduled to be held 8 th December, 2020.	Manager Waste, Parks and Recreation	November 2020 - Due to existing workload, existing resources and already committed timeline works will be undertaken early in 2021. December 2020 - Unchanged
11.2 Lot 1 Turners Lane Cootamundra Resolution 333/2020	3. Council delegate authority to the General Manager to execute any documentation in relation to concluding the sale.	GM	

ORDINARY MEETING 24 NOVEMBER, 2020			
ITEM	ACTION	OFFICER	STATUS
CHRISTMAS 2020 AND NEW YEAR 2021 COUNCIL CLOSURE RESOLUTION 005/2020	Give facility closures information to Comms and Customer Service for advertising and notices for buildings	Coordinator of Business and Manager Finance	December 2020 - Promoted in snippets, newsletter, website, FB, administration centres front television screens.
OPEN FORUM	GM to investigate options for bringing back open forum. Whether that be via Zoom or in person.	GM	December 2020 - Under Investigation to be addressed in the new year.
9.5 NOTICE OF MOTION - PROPOSED RAIL TRAIL BETWEEN COOTAMUNDRA AND TUMBLONG RESOLUTION 006/2020	That previous resolution 229/2020 regarding the proposed Rail Trail between Cootamundra and Tumblong be held in abeyance, until such time that 1. A Community Engagement Strategy for the project is prepared and adopted by Council; 2. A detailed Cost Estimate is prepared for the project, including capital and ongoing maintenance costs, and forms part of any community consultation; 3. A report on the outcomes of community consultation is prepared and submitted to Council.	Manager Community and Culture	December 2020 - Further report to January Council Meeting.

8.1.1 ANNUAL REPORT RESOLUTION 007/2020	<ol style="list-style-type: none"> 1. The draft Annual Report for the year ended 30 June 2020 be reviewed by Councillor's with any feedback provided to staff. 2. The draft Annual Report for the year ended 30 June 2020, including any amendments resulting from 1. above, be endorsed, prior to publication on Council's website and submission to the Office of Local Government by 30 November 2020. 3. Council note that the audited Financial Statements are not available at this time, and will be submitted to Council for endorsement when audit is complete. 	Governance Officer	December 2020 - All necessary amendments made to Annual Report. Annual Report uploaded to Website and link sent to OLG on 30/11/20. Completed.
8.1.3 NSW ELECTORAL COMMISSION PROPOSED CHANGES TO ELECTORAL DISTRICTS RESOLUTION 343/2020	Council writes to the NSW Electoral Commission supporting the changes proposed for the electoral district of Cootamundra.	GM/ EA to GM	Letter to be sent by week ending 11/12/20.
8.1.4 NSW ALGWA CONFERENCE - 18-20 MARCH 2021 RESOLUTION 344/2020	<ol style="list-style-type: none"> 1. Council support Cr Bowden to attend the ALGWA NSW Conference in 2021. 2. Council encourage attendance from any interested staff or Councillors via Zoom. 	GM/ EA to GM	Cr Bowden to be registered to attend by week ending 4/12/2020.
8.1.5 'YOUR HIGH STREET' GRANT PROGRAM RESOLUTION 345/2020	<ol style="list-style-type: none"> 2. Projects be scoped and reported for consideration at the December 2020 Ordinary Council Meeting. 	GM/ Section Managers?	December 2020 - Report going to the December Council Meeting.
8.1.6 CAREFLIGHT REQUEST FOR DONATION RESOLUTION 346/2020	Council to donate \$1000 from all nine (9) Councillor Fees to Care flight.	Manager Finance	December 2020 – Manager Finance to process.

8.1.7 THE COOTAMUNDRA ARTS AND CRAFTS CENTRE INC. REQUEST FOR DONATION RESOLUTION 347/2020	<p>Council refer the request to be considered in conjunction with other projects at the December 2020 meeting for funding from the Local Roads and Community Infrastructure Program.</p>	GM	<p>December 2020 – included in the relevant report to the December Council Meeting.</p>
8.1.8 COOTAMUNDRA FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN - ACCEPTANCE OF GRANT RESOLUTION 348/2020	<p>Council accept the grant offer of up to \$80,000 under the 2020/21 NSW Floodplain Management Program to prepare the Cootamundra floodplain risk management study and plan.</p> <p>Old report to be recirculated to Councillors – Phil (GM)</p>	GM	<p>GM to circulate upon return from leave.</p>
8.1.9 COOTAMUNDRA FLOODPLAIN RISK MANAGEMENT COMMITTEE MINUTES RESOLUTION 349/2020	<ol style="list-style-type: none"> 1. The Minutes of the Cootamundra Floodplain Risk Management Committee Meeting held on Wednesday 11 November 2020, attached to the report, be adopted, with amendment on page 2, figure 200mm changed to 300mm. 2. The draft Cootamundra Flood Study, be placed on public exhibition for a period of 28 days. 	EA to GM	<p>December 2020 - Minutes updated as requested. Flood Study placed on Public Exhibition.</p>
8.1.10 ILLABO TO STOCKINBINGAL INLAND RAIL COMMUNITY CONSULTATIVE COMMITTEE RESOLUTION 350/2020	<p>Council nominate Cr Bowden as the representative to sit on the Illabo to Stockinbingal Inland Rail Community Consultative Committee. <i>(Council to advise the Inland Rail Community Consultative Committee)</i></p>	EA to GM	<p>Letter to be sent by week ending 11/12/20.</p>
8.1.11 COOTAMUNDRA TOURISM ACTION COMMITTEE REPORT RESOLUTION 351/2020	<ol style="list-style-type: none"> 3. Council staff to investigate if the “Best Dry Land Wheat Growing Region” sign still exists. 	Manager Civil Works	<p>December 2020 - Under investigation, following up with Depot Staff.</p>

8.1.12 COOTAMUNDRA TOURISM ACTION GROUP S.355 COMMITTEE MEETING MINUTES AND MEMBERSHIP RESOLUTION 352/2020	2. The membership of Kim Knox-Thurn onto the Cootamundra Tourism Action Group s.355 Committee as detailed in the report, and attached minutes, be endorsed.	Governance Officer	December 2020 - Council data updated to reflect new membership. Completed.
8.1.13 THE COOTAMUNDRA HERITAGE CENTRE MANAGEMENT S.355 COMMITTEE MEETING MINUTES AND MEMBERSHIP RESOLUTION 353/2020	1. Council to submit a report to the December 2020, Council meeting, after seeking clarification and guidance in relation to managing the potential conflict of interest situation regarding Councillors holding office bearer position on s.355 Committees. 2. Council to resubmit the Ordinary Meeting minutes and the Annual General Meeting minutes to the December Council Meeting, once 2. above has been actioned.	Coordinator Business/ Governance Officer	December 2020 - Report resubmitted to December 2020 Meeting. A further report submitted to December 2020 Council meeting in relation to conflict of interest matter.
8.1.16 COUNCILLOR PROFESSIONAL DEVELOPMENT RESOLUTION 008/2020	1. Council develop a Councillor Professional Development Policy. 2. Council include adequate funding in its budget for Councillor professional development.	GM Manager Finance	Policy to be developed.
8.2.1 UPDATED MONTHLY MAJOR PROJECTS PROGRAM AND PROJECTS SCHEDULE RESOLUTION 009/2020	2. An ongoing report be prepared only showing what projects are still to be completed, and what the budget outcome predictions are. (on – over – under Budget, reasons etc).	Manager Finance and Executive Director Projects	December 2020 – relevant staff have been advised. New formatted report to be submitted to the January Council Meeting.
8.2.5 REFERRAL OF FINANCIAL STATEMENTS FOR AUDIT RESOLUTION 010/2020	1. The Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer be delegated to sign the Statements by Council and Management for the 2020 General Purpose Financial Statements and 2020 Special Purpose Financial Statements for Cootamundra-Gundagai Regional Council. 2. The 2020 Financial Statements be referred for audit.	Manager Finance	Completed.

	3. The General Manager be authorised to issue the 2020 Financial Statements upon receipt of the auditor's report.		
8.4.4 ADOPTION OF APPROVALS POLICY POST PUBLIC EXHIBITION RESOLUTION 368/2020	Council adopt the amended Activities Approval Policy with the amendments being made as outlined in this report as a result of the public exhibition of the draft Policy.	Manager Development Building and Compliance	December 2020 - Policy placed on Council's website.
8.6.1 GUNDAGAI WATER RESTRICTIONS RESOLUTION 371/2020	Council endorse the General Manager's actions under the Delegation of Authority to ease Gundagai Water Restrictions in accordance with Council Policy.	GM	Completed.
8.10.1 URGENT MAINTENANCE WORKS PIONEER PARK COOTAMUNDRA RESOLUTION 373/2020	2. Council consider including the proposed Pioneer Park maintenance works and associated funding of \$175,000 as part of the Local Roads and Community Infrastructure Program to be prepared by the Manager Civil Works and submitted to the December Council meeting for consideration.	Manager Civil Works	December 2020 - Included in Agenda Item for December 2020 Council Meeting.
8.10.2 REFURBISHMENT BRADMAN OVAL CRICKET NETS RESOLUTION 374/2020	3. Council refer consideration of possible funding for the project from the Local Roads and Community Infrastructure Fund to the December meeting for the purpose of repairs and refurbishment to the existing Bradman Oval cricket nets.	Manager Waste, Parks and Recreation	December 2020 – pending Civil Works Managers report to December Council meeting.
9.2 NOTICE OF MOTION - LOCAL ROAD MAINTENANCE REMAINING WITH LOCAL COUNCILS RESOLUTION 375/2020	Council formally write to the NSW Minister for Regional Transport and Roads, Hon. Paul Toole seeking a commitment guaranteeing local road maintenance remains with local councils.	EA to GM	Letter to be sent by week ending 11/12/20.

<p>9.3 NOTICE OF MOTION - REINSTATEMENT OF AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION TO THE NATIONAL CABINET</p> <p>RESOLUTION 376/2020</p>	<p>Council formally write to our Federal member Hon. Michael Mc Cormack deputy PM requesting him to strongly advocate for the reinstatement of ALGA to the National Cabinet.</p>	<p>EA to GM</p>	<p>Letter to be sent by week ending 11/12/20.</p>
<p>9.4 NOTICE OF MOTION - LETTER OF THANKS TO CR LINDA SCOTT</p> <p>RESOLUTION 377/2020</p>	<p>Council write to Cr Linda Scott congratulating her on her election to the position of President of the Australian Local Government Association and thanking her for her tireless work as the President of Local Government NSW.</p>	<p>EA to GM</p>	<p>Letter to be sent by week ending 11/12/20.</p>
<p>11.2 OPERATION AND MANAGEMENT OF THE GUNDAGAI WASTE FACILITY</p> <p>RESOLUTION 379/2020</p>	<p>2. The quotation received from JLW Services for the Operation and Management of the Gundagai Waste Facility be accepted.</p> <p>3. Council enter into a Contract with JLW Services for the Operation and Management of the Gundagai Waste Facility for an initial period of one (1) year with the possibility of two (2) one (1) year extensions, under the condition that JLW Services can obtain adequate insurance as required by Council.</p>	<p>Manager Waste, Parks and Rec</p>	<p>December 2020 – Council adopted at the November meeting to offer the contract for the management of the Gundagai waste Facility to JLW. Letter of offer has been sent with the contract to be sign of by Mid December 2020.</p>
<p>11.3 FLOODPLAIN MITIGATION REQUEST</p> <p>RESOLUTION 380/2020</p>	<p>Council write to the requestor of the flood mitigation works in line with councils decision as follows;</p> <p>1. Council commit to cleaning out culvert infrastructure leading into Muttama Creek and clean the creek environment where practical.</p> <p>2. Council not enter into the supply of installation of flood proof doors at this stage.</p> <p>3. Council contribute an amount of \$20000 for the flood plan risk management flood study program, and advice further that the flood study has been escalated at the cost of \$100000, to be placed on public exhibition for completion at earliest available opportunity.</p>	<p>GM/EA to GM</p> <p><i>'Need to advise other relevant section Managers?'</i></p>	<p>Letter to be sent by week ending 11.12.20, after GM returns from leave.</p>

8.1.10 INFORMATION BULLETIN

DOCUMENT NUMBER	340413
REPORTING OFFICER	Teresa Breslin, Governance Officer
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	4. Good governance: an actively engaged community and strong leadership team 4.3 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	<ol style="list-style-type: none"> 1. Constitutional Referendums and Council Polls ↓ 2. Thank you letter to CGRC ↓

RECOMMENDATION

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

Introduction

Council receives a variety of correspondence from state and federal government departments, local groups and other sources. The attached correspondence is submitted for the interest of Council and the Community.



Office of
Local Government

Circular to Councils

Circular Details	20-39 / 30 November 2020 / A716396
Previous Circular	19-23 Constitutional referendums and council polls
Who should read this	Councillors / General Managers / Council Governance Staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Information

Constitutional referendums and council polls

What's new or changing

- Councils are reminded to inform the NSW Electoral Commissioner (NSWEC) if they have resolved for the NSWEC to administer a constitutional referendum or poll in conjunction with the September 2021 local government elections.

What this will mean for your council

- Under section 16 of the *Local Government Act 1993*, a council must obtain the approval of its electors at a constitutional referendum to do each of the following:
 - divide a council area into wards or abolish wards
 - change the number of councillors
 - change the method of electing the mayor
 - change the method of election for councillors where the council's area is divided into wards.

Key points

- Councils should notify the NSWEC as soon as possible if they wish to enter into an arrangement for the administration of a referendum or poll.
- If a council resolves that a constitutional referendum or poll is to be conducted, it must comply with the notification requirements contained in Schedule 10 of the *Local Government (General) Regulation 2005*.
- Any changes approved at a referendum will come into effect at the September 2024 local government elections.

Where to go for further information

- For councils considering, or that have resolved to have the NSWEC conduct a constitutional referendum or poll, contact Steve Robb at the NSW Electoral Commission on telephone 9290 5431 or Steve.Robb@elections.nsw.gov.au.
- See the attachment to this Circular for further information.

Tim Hurst
Deputy Secretary
Local Government, Planning and Policy

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Attachment

Conducting a constitutional referendum

If a council resolves to conduct a constitutional referendum it must comply with the notification requirements contained in Schedule 10 of the *Local Government (General) Regulation 2005*.

It is of critical importance that the referendum question or questions are carefully framed to ensure that workable decisions are achieved. All questions put at a referendum should be clear, concise, and capable of being responded to with a 'yes' or 'no' answer.

If more than one referendum question is being asked on a particular subject, then extra care needs to be taken to ensure that the possible combinations of 'yes' and 'no' answers do not produce a conflicting decision.

Councils are responsible for the preparation and publicity of the required explanatory material. Councils must ensure this material presents a balanced case both for and against any proposition to be put to a constitutional referendum.

Dividing an area into wards or abolishing wards

After receiving elector approval at a constitutional referendum, and before dividing its area into wards, a council must undertake the consultation required by section 210A of the *Local Government Act 1993* (the Act). This includes consulting with the Electoral Commissioner and the Australian Statistician and public exhibition of the proposal. (Compliance with section 210A is not required where approval has been given by electors at a referendum to abolish wards.)

Any changes to wards will come into effect for the electoral term commencing in September 2024.

Changing the number of councillors

Section 224(2) of the Act requires that not less than 12 months before an ordinary election the council must determine the number of its councillors for the following term. If, as a result of doing so, a council has determined to change the number of its councillors, it must also obtain approval for the change at a constitutional referendum. Approval would have the effect of changing the number of councillors for the electoral term commencing in September 2024.

If following the approval of a reduction in councillor numbers, a casual vacancy occurs in the office of a councillor (but not a mayor elected by the councillors), and the reduction has not yet taken effect, the vacancy must not be filled if the number of councillors will remain at or above the number approved at the referendum (section 294B of the Act).

Changing the method of electing the mayor

The Act provides two methods by which a mayor can be elected — by popular vote at an ordinary election or by vote among the councillors. Section 228 of the Act permits a council to change the way the mayor is elected by seeking approval of its electors at a constitutional referendum.

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Councils with areas that are divided into wards are reminded that section 280(2) of the Act requires the same number of councillors is to be elected for each ward. A popularly elected mayor is not to be included in this count. In such circumstances, councils should be mindful that changing the method of electing the mayor could result in an increase or decrease in the number of councillors to be elected.

If electors at a constitutional referendum conducted in conjunction with the 2021 ordinary elections approve a change to the way the mayor is elected, that change will come into effect for the electoral term commencing in September 2024.

Changing the method of electing councillors

The councillors for an area that is divided into wards are to be elected in accordance with either method of election prescribed under section 280 or 281 of the Act.

The method of election under section 280 (method 1) is to apply unless a decision made at a constitutional referendum is in force, which requires the method of election to be conducted under section 281 (method 2).

The decision made at a constitutional referendum to alter the method of election to method 2 must also specify the number of councillors to be elected by the ward electorate and the number of councillors to be elected by the area electorate.

If electors at a constitutional referendum conducted in conjunction with the 2021 ordinary elections approve a change to the method for electing councillors, this change will come into effect for the electoral term commencing in September 2024.

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169a Parker Street
Cootamundra NSW 2590
Ph: 02 69421400 E: info@cootamundra.com

3rd December 2020
Cootamundra-Gundagai Regional Council
Wallendoon Street
Cootamundra NSW 2590

Dear Phil and Abb,

We would like to take the opportunity through this letter, to express our appreciation and thanks to council staff members who have assisted the Cootamundra Development Corporation in the last few weeks.

Stuart Moorby and his team offered exceptional assistance in setting up the town Christmas Tree last week. Nothing was too much trouble and Stuart's communication was fantastic.

Madllin Snell and Sally Atkinson have been invaluable in planning the upcoming Community Christams Party and assisting us in navigating the often confusing current COVID-19 restrictions and rules.

We look forward to collaborating with the Cootamundra-Gundagai Regional Council and its staff on future community projects.

Kind regards

Leah Sutherland

On behalf of the CDC Board Of Directors

8.2 FINANCE

8.2.1 UPDATED MONTHLY MAJOR PROJECTS PROGRAM AND PROJECTS SCHEDULE

DOCUMENT NUMBER	340286
REPORTING OFFICER	Tim Swan, Manager Finance and Customer Service
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	<p>4. Good governance: an actively engaged community and strong leadership team</p> <p>4.3 Cootamundra-Gundagai Regional Council is a premier local government Council</p>
FINANCIAL IMPLICATIONS	There are no financial implications associated with this report.
LEGISLATIVE IMPLICATIONS	There are no legislative implications associated with this report.
POLICY IMPLICATIONS	There are no policy implications associated with this report.
ATTACHMENTS	1. Council Project Management Program Nov 2020 ↓

RECOMMENDATION

The updated Monthly Major Projects Program Report, and updated Monthly Major Projects Schedule, attached to the report, be received and noted.

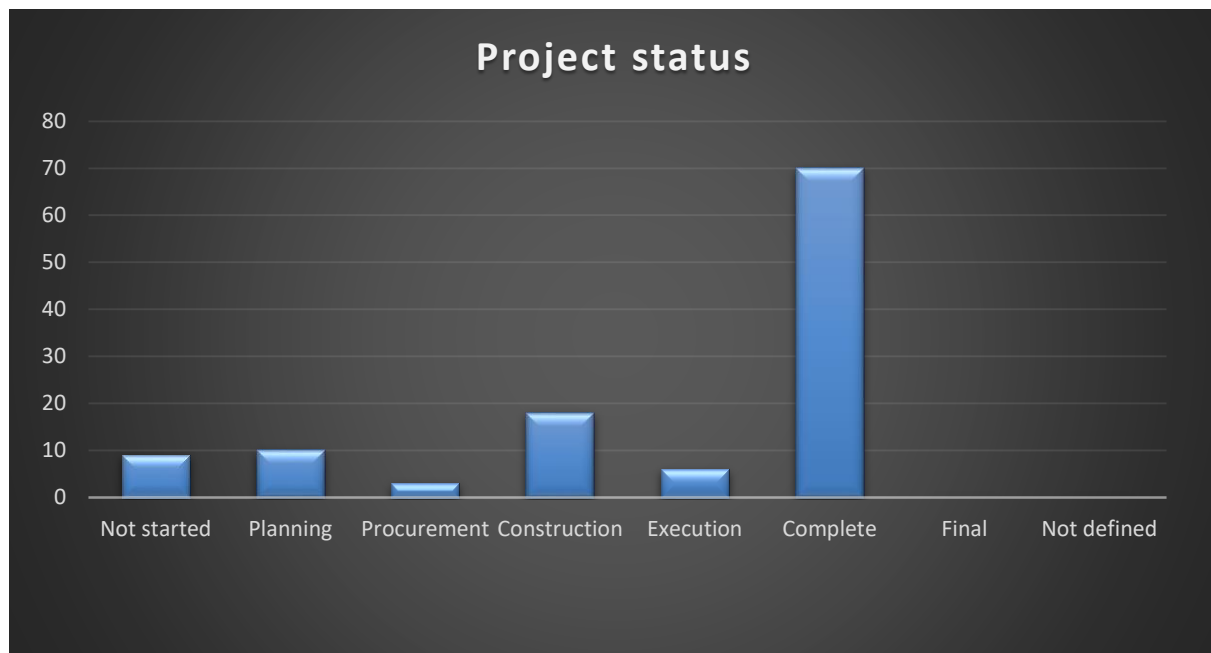
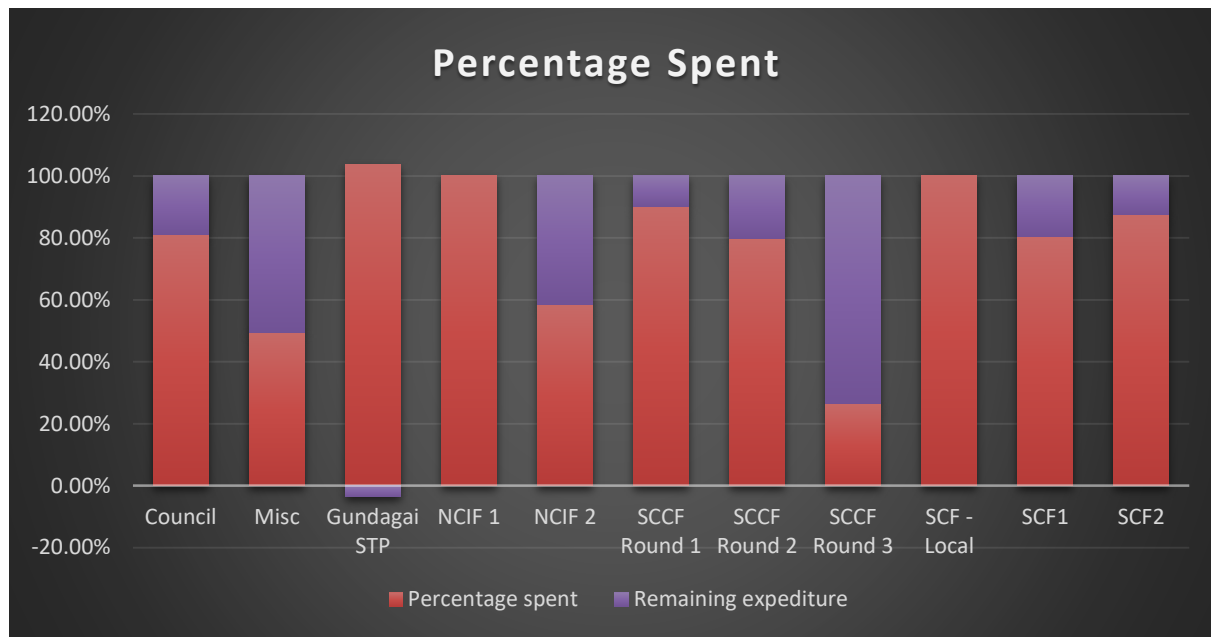
Introduction

Council is currently managing 110 projects worth \$53,030,487. This report provides a monthly update as at 30th November 2020 to Councillors as to the progress of the projects. The attached schedule provides a brief update on the status of each of the projects.

Project expenditure

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 management of budgets.

The requested new format report schedule will be submitted at the next council meeting.





As at 30th November 2020

Project	Funding source	Status	Completion Date	Budget	Total committed expenditure	Percentage spent
Council funded projects						
Gundagai Library Extension	Council	Complete	Complete	195,000	189,159	97.00%
Mirraboopa Retaining Wall & Store Room	Council	Complete	Complete	-	-	0.00%
Cootamundra depot refurbishments	Council	Ongoing	Ongoing	900,000	27,424	3.05%
Turners Lane Industrial Land Development	Council	Planning	Ongoing	790,000	8,808	1.11%
Yass Road Service Centre - SW Fuels	Council	Complete	Complete	800,000	802,587	100.32%
Sheridan Street Gundagai Redevelopment - Main Street Upgrade	Council	Complete	Complete	5,430,490	5,472,918	100.78%
Sheridan and West Streets intersection treatments	Council	Complete	Complete	500,000	499,943	99.99%
Total				8,615,490	7,000,840	81.26%
Misc grant funded projects						
Truckwash Upgrade - Cootamundra Saleyards	Country Truck Washes	Complete	Complete	362,935	371,171	102.27%
Morley's Creek Fishing Pier Replacement	Dept of Fisheries	Complete	Complete	61,600	61,600	100.00%
Wallendbeen Strategic Heritage Study & King Street Revitalisation	Heritage Near Me	Complete	Complete	95,000	48,282	50.82%
Stan Crowe Oval Gundagai canteen and changerooms construction (CAPREN)	NRL Grants	Complete	Complete	240,000	239,327	99.72%
Gundagai Sewerage Treatment Works Plant Replacement	NSW State Govt - Sewer	Construction	Jun-21	17,000,000	17,612,131	103.60%
Old Gaol - completion of repairs and maintenance activities and redesign of drainage (PRMF Grant)	Public Reserves Management Fund	Complete	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	Complete	171,760	166,801	97.11%
Coolac Recreation Reserve & Public Hall Trust - Solar Panels	SCF - Local	Complete	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	Complete	87,605	92,362	105.43%
Parker St Redevelopment - Main St Upgrade	Drought Community	0	Jul-21	500,000	51,863	10.37%
Sheridan St Redevelopment - Main St Upgrade - Stage 2	Drought Community	0	Jul-21	500,000	7,589	1.52%
Total				19,057,350	18,630,761	97.76%
NCIF Round 1						
NCIF Round 1	NCIF 1	Complete	Complete	5,000,000	5,000,000	100.00%
Total				5,000,000	5,000,000	100.00%
Total NCIF 2						
Gundagai Depot Training Room Construction	NCIF 2	Complete	Complete	300,000	294,742	98.25%
Gundagai Admin Refurbishment	NCIF 2	Procurement	Feb-21	100,000	5,531	5.53%
Branding and marketing plan	NCIF 2	Execution	Jun-21	100,000	56,819	56.82%
Better Community Strategy (ABCS)	NCIF 2	Execution	Jun-21	100,000	5,000	5.00%
Tourism and Economic development strategic plan	NCIF 2	Execution	Mar-21	150,000	137,694	91.80%
Recreational Needs Study	NCIF 2	Execution	Mar-21	100,000	84,537	84.54%
Consolidation and upgrade of Authority Corporate Software System	NCIF 2	Execution	Dec-20	414,282	275,819	66.58%
GIS Operational Review	NCIF 2	Complete	Complete	50,000	49,560	99.12%



As at 30th November 2020

Project	Funding source	Status	Completion Date	Budget	Total committed expenditure	Percentage spent
Fees and charges review	NCIF 2	Complete	Complete	30,000	30,000	100.00%
Internal audit committee implementation	NCIF 2	Complete	Complete	20,000	20,000	100.00%
Business continuity and disaster recovery plans	NCIF 2	Planning	Feb-21	50,000	5,000	10.00%
Rates structure review	NCIF 2	Complete	Complete	50,000	50,000	100.00%
Signage updates	NCIF 2	Planning	Jun-21	250,000	78,601	31.44%
Local environmental plan development	NCIF 2	Planning	Jun-21	200,000	27,079	13.54%
Total				1,914,282	1,120,382	58.53%
SCCF Round 1 projects						
Cootamundra AFL - Demolition of old clubrooms & construction of new clubrooms	SCCF Round 1	Construction	Mar-21	372,800	122,460	32.85%
Gundagai Tigers - Construction of new shed & fitout of gymnasium	SCCF Round 1	Complete	Complete	100,000	99,940	99.94%
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	Complete	50,000	52,970	105.94%
Gundagai RSL - refurbishment of tennis clubrooms and squash courts - EXTERNAL	SCCF Round 1	Complete	Complete	150,000	150,172	100.11%
Coolac to Tumblong Rail Trail Development Plan	SCCF Round 1	Complete	Complete	54,600	54,600	100.00%
Nangus - Village Playground & Fitness Infrastructure (CAPREN)	SCCF Round 1	Complete	Complete	53,322	53,364	100.08%
Stockinbingal Playground and BMX track	SCCF Round 1	Complete	Complete	109,200	113,011	103.49%
Wallendbeen fitness infrastructure, playground and Rage Cage	SCCF Round 1	Complete	Complete	216,393	215,849	99.75%
Cootamundra Tennis - refurbishment of tennis court surfaces, new line marking including hot shot courts	SCCF Round 1	Complete	Complete	183,029	183,848	100.45%
Gundagai Scouts - EXTERNAL Construction & Installation of Climbing Wall	SCCF Round 1	Complete	Complete	100,000	99,931	99.93%
Large Scale Teen Playground at Jubilee Park Cootamundra	SCCF Round 1	Complete	Complete	499,900	499,900	100.00%
Gundagai large scale adventure playground & fitness centre	SCCF Round 1	Complete	Complete	1,000,000	957,019	95.70%
Total				2,889,244	2,603,064	90.09%
SCCF Round 2 projects						
Cootamundra Showground Completion of Multipurpose Pavilion SCCF2	SCCF Round 2	Complete	Complete	53,290	36,738	68.94%
Anzac Park South Supporters Toilets - Gundagai	SCCF Round 2	Complete	Complete	86,061	88,151	102.43%
Mirrabooka Revivification (SCCF2)	SCCF Round 2	Complete	Complete	67,045	67,373	100.49%
Cootamundra Rifle Club Mower, top dressing, building maintenance, storage shed	SCCF Round 2	Construction	Jun-21	63,015	28,617	45.41%
Upgrades to Christ Church hall Cootamundra	SCCF Round 2	Complete	Complete	70,273	70,143	99.82%
Cootamundra Squash Court Renovation	SCCF Round 2	Planning	Jun-21	97,655	376	0.39%
Gundagai Pony Club Undercover Arena	SCCF Round 2	Complete	Complete	199,151	197,535	99.19%
Gundagai Racecourse and Showground Amenities Block	SCCF Round 2	Complete	Complete	215,000	214,965	99.98%
Cootamundra Event Promotion Banners	SCCF Round 2	Complete	Complete	53,841	53,841	100.00%
Gundagai Event Promotion Banners	SCCF Round 2	Complete	Complete	53,841	54,102	100.48%
Gundagai Friendship Park Playground	SCCF Round 2	Complete	Complete	60,000	54,569	90.95%
Muttama Hall Re-stumping	SCCF Round 2	Complete	Complete	140,707	131,055	93.14%
Gundagai Community Garden	SCCF Round 2	Construction	Jun-21	63,552	27,973	44.02%



As at 30th November 2020

Project	Funding source	Status	Completion Date	Budget	Total committed expenditure	Percentage spent
Stockinbingal Tennis Court resurfacing - 3 courts	SCCF Round 2	Complete	Complete	118,093	118,836	100.63%
Community Safety & Beautification of King Street Wallendbeen	SCCF Round 2	Execution	Mar-21	55,964	304	0.54%
Barry Grace Oval Wallendbeen	SCCF Round 2	Construction	Apr-21	98,397	17,742	18.03%
O'Connor Park - Home of the Cootamundra Strikers Soccer Club - Lighting	SCCF Round 2	Construction	Dec-20	98,397	92,389	93.89%
Cootamundra Arts Centre Tin Shed Theatre Projection	SCCF Round 2	Complete	Complete	61,682	61,755	100.12%
Cootamundra Arts Centre Rehearsal Space	SCCF Round 2	Procurement	Jun-21	122,294	13,064	10.68%
Cootamundra Turf Club Irrigation system upgrade	SCCF Round 2	Construction	Mar-21	81,970	67,624	82.50%
Cootamundra Aerodrome Drag Pad and Taxiway for Water Refilling	SCCF Round 2	Complete	Complete	160,312	160,336	100.01%
Cootamundra Junior Rugby League Rejuvenation of football field	SCCF Round 2	Complete	Complete	60,000	57,196	95.33%
Upgrade to change rooms at ANZAC park Gundagai	SCCF Round 2	Complete	Complete	172,987	172,775	99.88%
Cootamundra Community Garden	SCCF Round 2	Construction	Complete	70,242	69,383	98.78%
Total				2,323,769	1,856,842	79.91%
SCF1 projects						
Gundagai pool tiling and disabled ramp	SCF1	Complete	Complete	894,724	379,963	42.47%
Gundagai Visitors Information Centre redevelopment - disabled ramp and disabled toilet	SCF1	Planning	Jun-21	300,000	19,989	6.66%
Gundagai Netball Courts Masterplan - construction of lighting, storage & shelter	SCF1	Construction	Mar-21	200,000	40,994	20.50%
Stephen Ward Rooms Outdoor Area construction	SCF1	Construction	Jun-21	200,000	45,308	22.65%
Rathmells Lane - Bitumin seal from Temora St to end	SCF1	Complete	Complete	248,451	247,115	99.46%
Footpath renewal	SCF1	Complete	Complete	500,000	500,568	100.11%
Cootamundra pool - water park	SCF1	Complete	Complete	400,000	398,431	99.61%
Fisher Park Cootamundra sports ground lighting installation	SCF1	Complete	Complete	250,000	255,451	102.18%
Pool shade Cloth - Cootamundra and Gundagai	SCF1	Complete	Complete	100,000	97,626	97.63%
Extension of Gundagai Water Supply to the Dog on the Tuckerbox site	SCF1	Planning	Jun-21	600,000	396,658	66.11%
Nangus Water Supply Works	SCF1	Procurement	Jun-21	647,500	71,153	10.99%
Stormwater mitigation	SCF1	Construction	Feb-21	1,000,000	980,846	98.08%
Cootamundra saleyards lighting and electrical upgrade	SCF1	Complete	Complete	268,882	259,021	96.33%
Adjungbilly Road reconstruction for B'Doubles	SCF1	Complete	Complete	2,100,000	2,100,000	100.00%
Cootamundra water mains replacement project *should be a separate work order for each segment*	SCF1	Complete	Complete	2,000,000	1,999,978	100.00%
Construct public toilets - Sheridan St Gundagai	SCF1	Complete	Complete	150,000	152,911	101.94%
Total				9,859,557	7,946,012	80.59%
SCF2 projects						
Yarri Park Youth precinct/Lions Park – Basketball courts and Pump Track	SCF2	Construction	Mar-21	130,000	122,145	93.96%
Gundagai Preschool – Capital works projects to build additional rooms, providing more spaces.	SCF2	Planning	Jun-21	510,000	276,184	54.15%
Coolac Hall & Oval – Project includes relining hall, new kitchen, installation of cricket nets, picket fence, irrigation and seating.	SCF2	Complete	Complete	200,000	195,332	97.67%
Gundagai Public School P&C – Installation of soft fall for playground.	SCF2	Complete	Complete	75,100	75,099	100.00%



As at 30th November 2020

Project	Funding source	Status	Completion Date	Budget	Total committed expenditure	Percentage spent
Gundagai Tourism Action Group (s355 Committee) – Gundagai Main Street History walk.	SCF2	Complete	Complete	50,000	50,566	101.13%
Ellwood Hall (Stockinbingal) – General repairs and installation of heating and cooling.	SCF2	Complete	Complete	60,000	56,967	94.95%
Gundagai Junior Rugby League – New PA system.	SCF2	Complete	Complete	14,753	14,753	100.00%
Battle of the Bidgee – Installation of permanent storage sheds to support to event.	SCF2	Complete	Complete	22,449	20,121	89.63%
Town & Country Inc – Disabled toilet.	SCF2	Complete	Complete	30,000	30,227	100.76%
Gundagai South Public School – Sensory garden.	SCF2	Complete	Complete	60,000	54,811	91.35%
Adjungbilly Hall – Upgrade tennis courts into multipurpose facility, install community BBQ.	SCF2	Construction	Jun-21	130,000	116,546	89.65%
Tumblong Hall – Community facilities, multipurpose courts and BBQ area.	SCF2	Construction	Jun-21	137,447	103,709	75.45%
Mill Centre – Interactive Tourist Attraction.	SCF2	Construction	Jun-21	200,000	34,244	17.12%
Owen Vincent Oval - Gundagai	SCF2	Complete	Complete	150,000	149,157	99.44%
Gundagai RSL – Landscaping Anzac Grove, Gundagai.	SCF2	Complete	Complete	25,000	22,768	91.07%
Cootamundra Nursing Home – Installation of solar panels	SCF2	Complete	Complete	53,227	52,507	98.65%
Cootamundra Mens Shed – Relocation of Mens Shed to Depot 2 on Hovell Street.	SCF2	Construction	Mar-21	100,000	69,781	69.78%
Cootamundra Arts Centre – Disabled access ramp.	SCF2	Planning	Jun-21	3,142	-	0.00%
Owen Vincent Oval Gundagai – River water pump	SCF2	Complete	Complete	40,000	40,000	100.00%
Cootamundra Rugby Union Club – New dressing room facilities and club room. (CAPNEW)	SCF2	Construction	Mar-21	430,000	431,112	100.26%
Cootamundra Harness Racing – Upgrades and maintenance to track.	SCF2	Construction	Mar-21	52,000	24,653	47.41%
Cootamundra Netball Courts – 4 new netball courts to replace non-complying courts.	SCF2	Complete	Complete	450,000	450,000	100.00%
Cootamundra Country Club – Upgrades to precinct including dam, machinery shed, course, upgrade to building façade.	SCF2	Complete	Complete	1,355,000	1,356,231	100.09%
Total				4,278,118	3,746,913	87.58%

SCCF3 projects						
Sustainable Redevelopment and Upgrade of Cootamundra Library	SCCF3	Not started	Jun-21	199,659	30,156	15.10%
Youth and Community Toolbox Room	SCCF3	Not started	Jun-21	200,000	30,207	15.10%
Muttama Memorial Hall Rejuvenation Works, Stage 2 – Kitchen and Supper Room Upgrade	SCCF3	Not started	Jun-21	59,869	8,980	15.00%
Stan Crowe Replacement of Turf Wicket -	SCCF3	Not started	Jun-21	96,000	14,400	15.00%
Carberry Park Car Park and Toilet Upgrade	SCCF3	Not started	Jun-21	448,526	67,664	15.09%
Indoor Rock Climbing Wall Cootamundra Stadium	SCCF3	Not started	Jun-21	250,000	119,970	47.99%
Pump Track Cootamundra	SCCF3	Not started	Jun-21	165,000	118,248	71.67%
St Patricks Primary School Enhanced Active Spares	SCCF3	Not started	Jun-21	129,000	19,350	15.00%
Total				1,548,054	408,975	26.42%

8.2.2 INVESTMENT REPORT - NOVEMBER 2020

DOCUMENT NUMBER	340424
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 November 2020 was \$5,441.68, 47% under the budgeted figure of \$10,250.00.
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. Investment Report November 2020 ↓

RECOMMENDATION

The Investment Report for November 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 the month have produced interest of \$5,441.68, 47% below the budget.

INVESTMENT REPORT

As at: 30-11-20



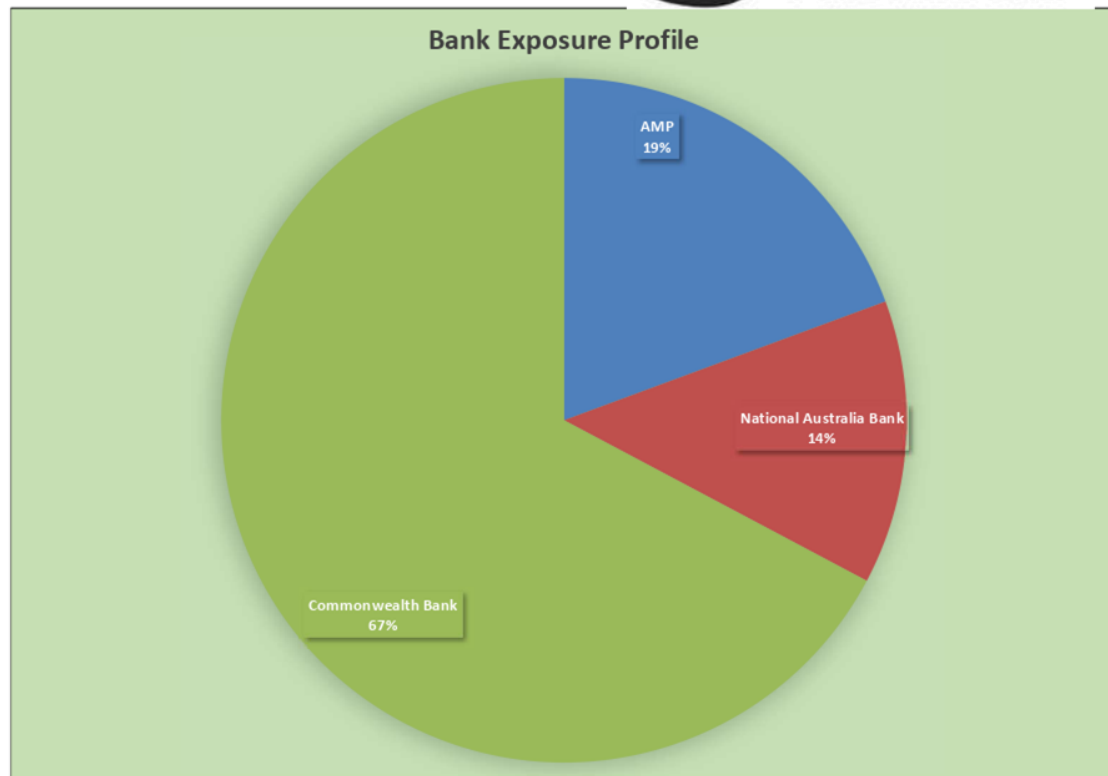
Date Invested	Interest Rate	Term Days	Investment Amount	Held With	Interest	Maturity Date
25 Jun 2020	0.85%	180	\$2,000,000.00	National Australia Bank	\$ 1,397.26	22 Dec 2020
11 Aug 2020	0.80%	182	\$2,000,000.00	AMP	\$ 1,315.07	9 Feb 2021
18 Aug 2020	0.80%	182	\$1,000,000.00	AMP	\$ 657.53	16 Feb 2021
		AC	\$1,516,740.33	Commonwealth Bank	\$ -	At Call
		BOS	\$8,900,346.91	Commonwealth Bank	\$ 125.51	At Call
		AC	\$79,032.17	National Australia Bank	\$ 6.58	At Call
Total			\$15,496,119.41			
Matured in Report Month						
23 Sep 2020	0.60%	61	\$2,000,000.00	National Australia Bank	\$ 756.16	23 Nov 2020
25 Jun 2020	0.90%	152	\$2,000,000.00	BOQ	\$ 1,183.56	24 Nov 2020
Totals					\$ 5,441.68	

Budgeted Interest for Month	\$ 10,250.00
Combined Interest Rate	0.42%
BBSW Benchmark Rate	0.0237%

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

Investment Report
November 2020



8.3 COMMUNITY AND CULTURE

8.3.1 OLD GUNDAGAI GAOL NSW HERITAGE LISTING AND MASTERPLAN AMMENDMENT

DOCUMENT NUMBER	339976
REPORTING OFFICER	Miriam Crane, Manager Community and Culture
AUTHORISING OFFICER	Phillip McMurray, General Manager
RELEVANCE TO COMMUNITY STRATEGIC PLAN	2. A prosperous and resilient economy: we are innovative and 'open for business' 2.3 Tourism opportunities are actively promoted
FINANCIAL IMPLICATIONS	\$30,000 be funded from funds held by Council in Trust on behalf of the Friends of Old Gundagai Gaol
LEGISLATIVE IMPLICATIONS	NSW Heritage Act 1977
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	1. Gundagai Goal Masterplanning Nov 2019 ↓ 2. Government Gazette 297 Planning & Heritage Oct 2020 ↓

RECOMMENDATION

1. Council amend the Old Gaol Masterplan adopted RESOLUTION 287/2019 to incorporate the attached plans MP4 & MP8.
2. Council seek funding through the Caring for State Heritage Grants for repairs to the residence and layout changes as outlined in MP4 & MP8 to allow reactivation of the residence for accommodation.
3. A matched contribution of up to \$30,000 be funded from funds held by Council in Trust on behalf of the Friends of Old Gundagai Gaol for use towards Capital Works and/or promotion of the Gaol.
4. Council receive and note correspondence in the NSW Government Gazette 297 regarding listing of the Old Gundagai Gaol under Section 57(2) of the NSW Heritage Act 1977.

Introduction

Council has managed Old Gundagai Gaol on behalf of NSW Crown Lands since 2001. Council adopted a Masterplan for the site in 2019, and the site has subsequently been listed under Section 57(2) of the NSW Heritage Act 1977.

Discussion

Currently Gundagai Visitor Information Centre sells self-guided tours of the Old Gundagai Gaol for \$10 per person. Whilst popular, these tours are unable to cover the maintenance costs of the (now) heritage listed site.

It is proposed that repairs be made to the residence to enable it to be booked as a 3 bedroom short-term self-contained accommodation. Visitors would have exclusive access to the site outside 9am

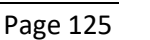
and 4:30pm tour operation hours. Minor modifications to the layout are required in order to make the property suitable for this purpose. The residence also requires painting and air-conditioning.

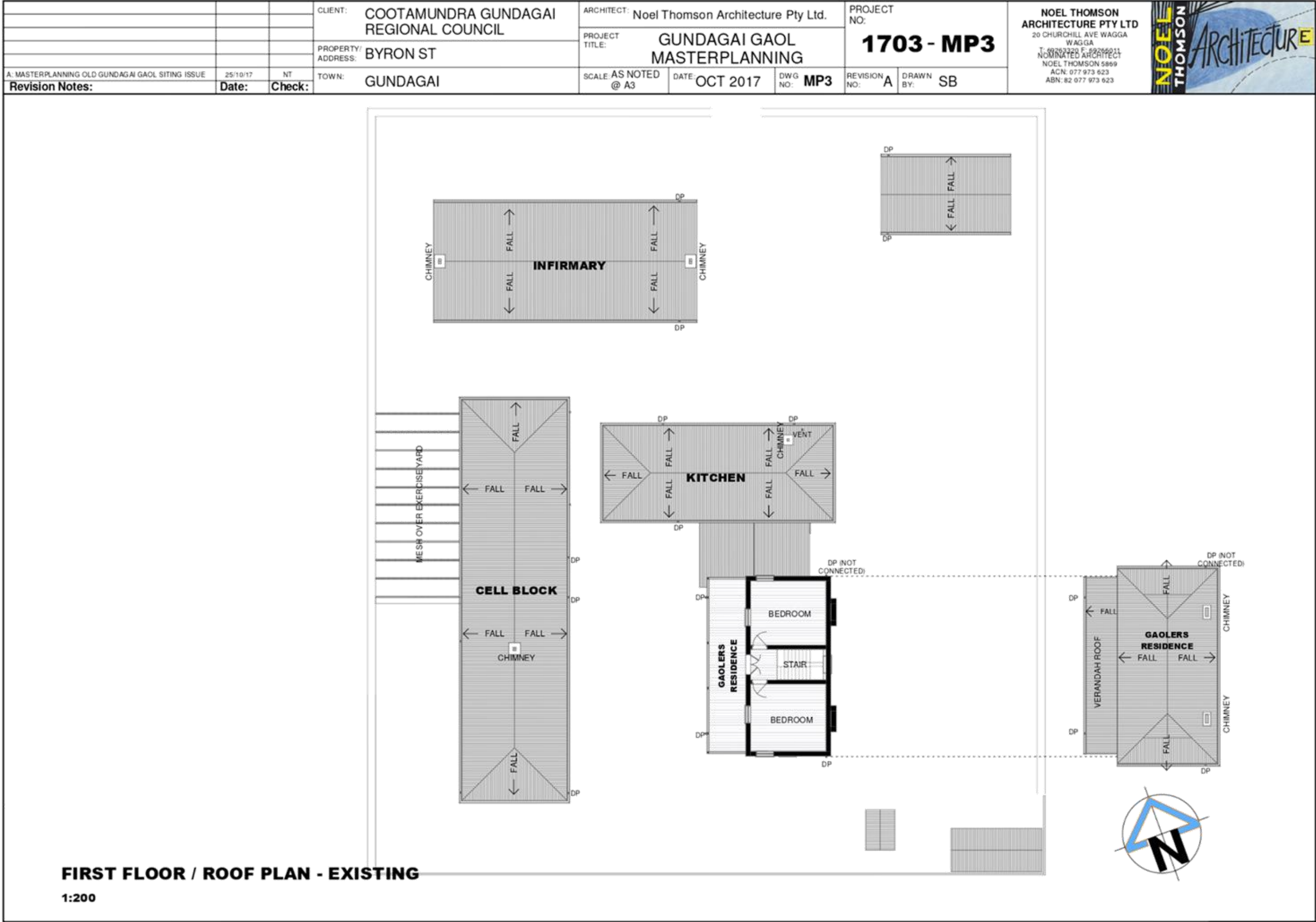
A further report will be put to Council with the proposed operating models and pricing for the accommodation, however a resolution is required in order to meet the required funding deadline of February 8th 2021.

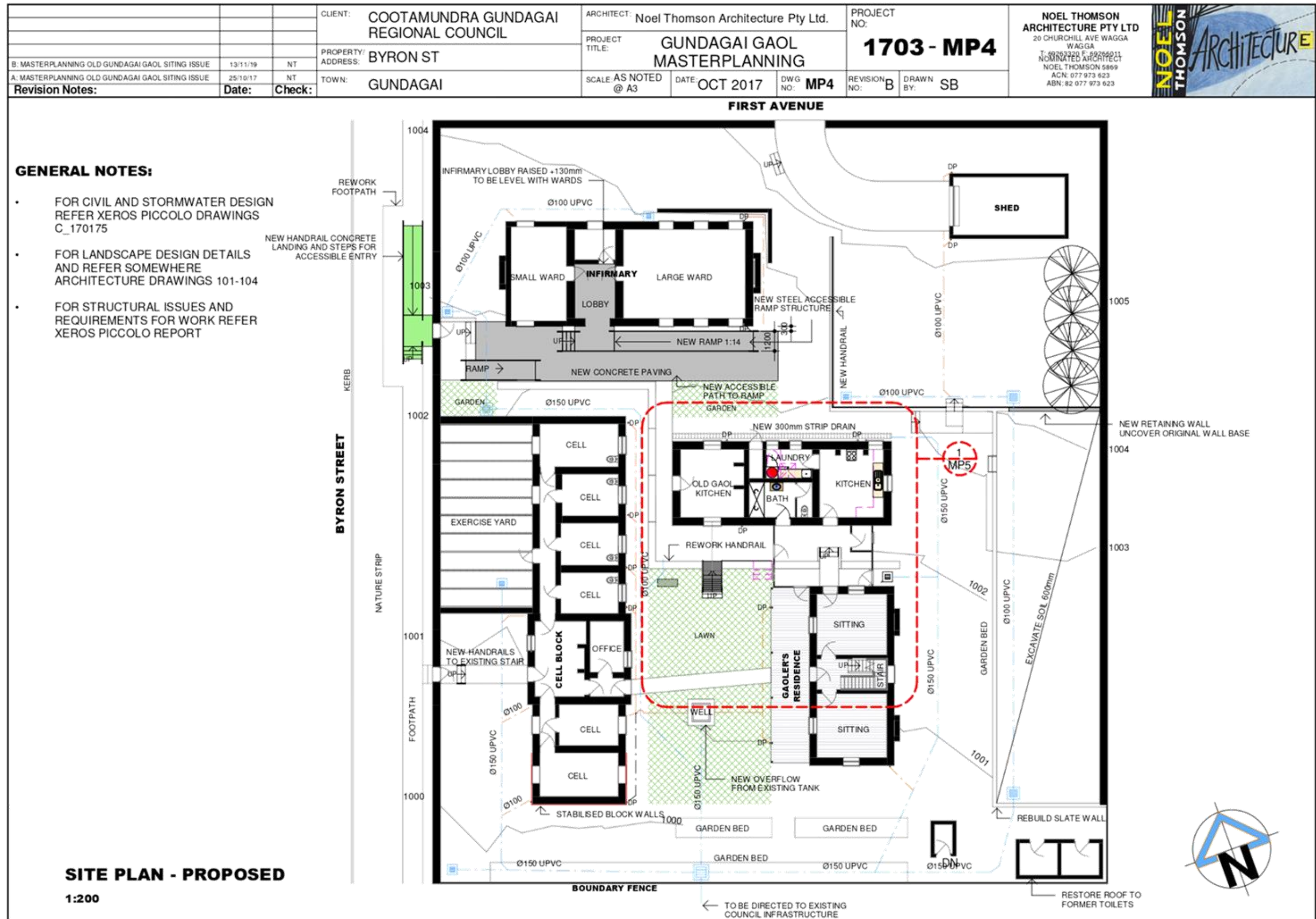
LOCALITY PLAN

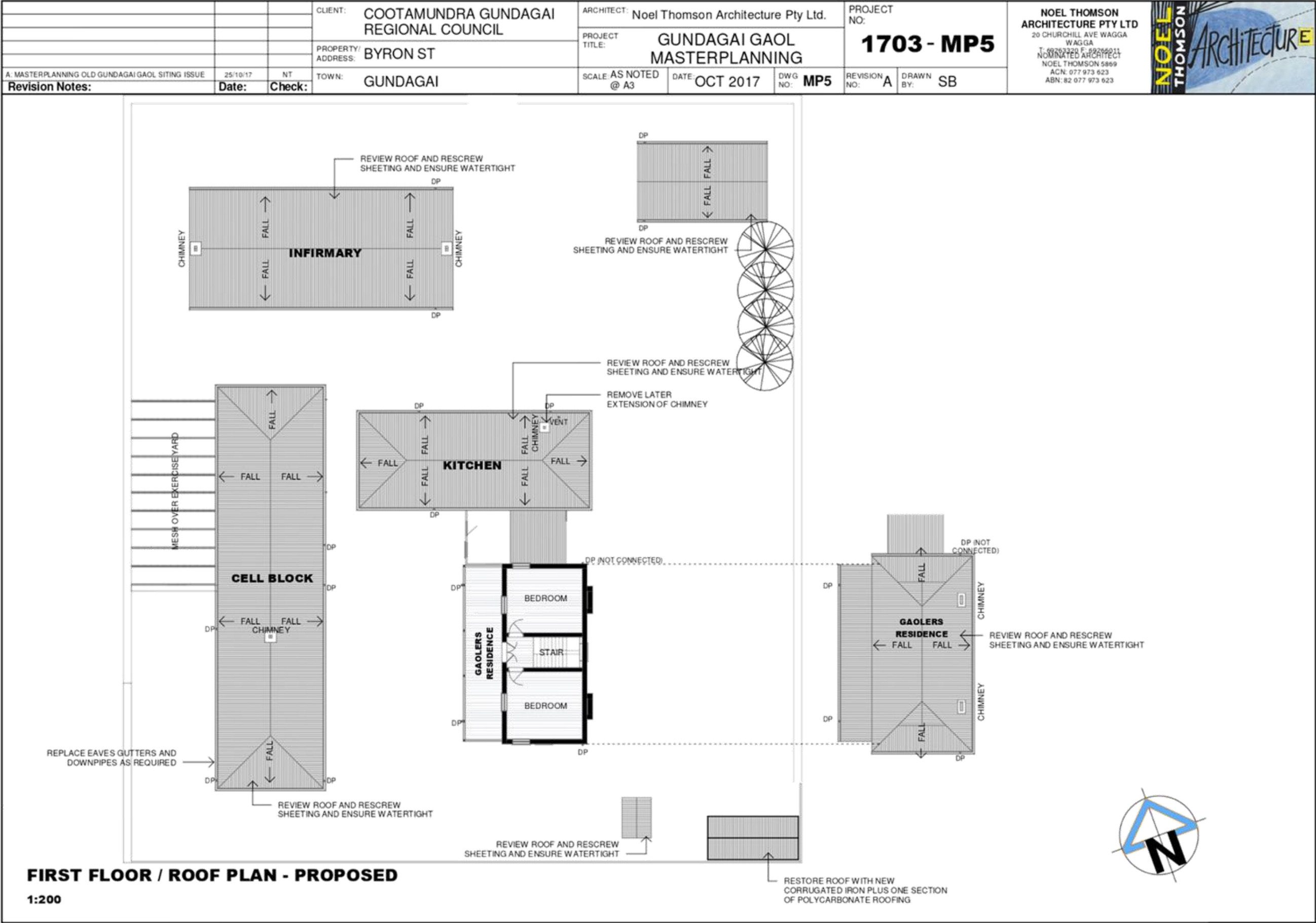
Drawing Register	
SHEET No	SHEET NAME
MP1	LOCALITY
MP2	SITE PLAN EXISTING
MP3	FIRST FLOOR ROOF EXIST
MP4	SITE PLAN PROPOSED
MP5	FIRST FLOOR ROOF PROPOSED
MP6	VIEWS
MP7	VIEWS
MP8	SITE PLAN- PROPOSED CALLOUT
MP100	VIEWS

LOCATION PLAN

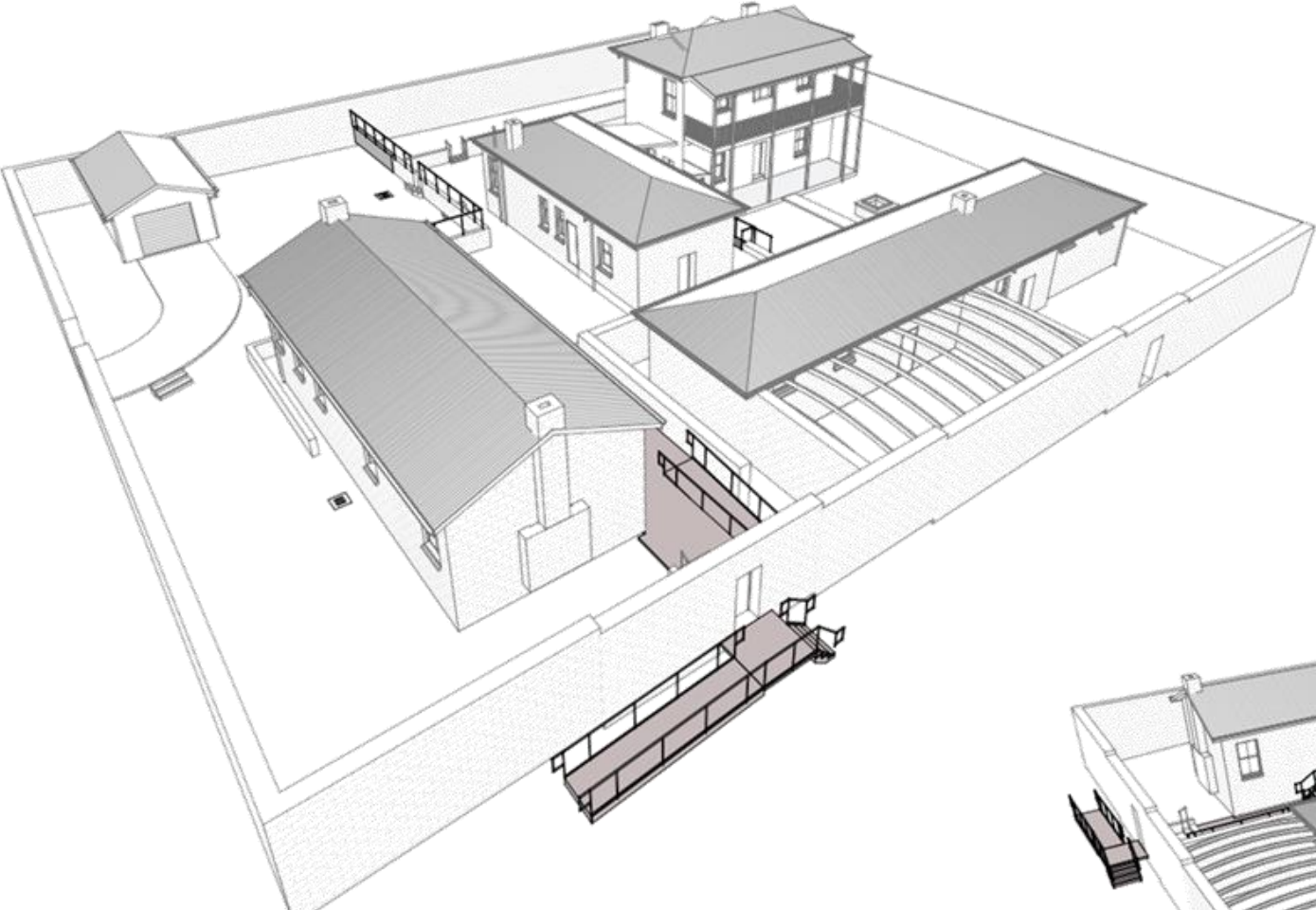




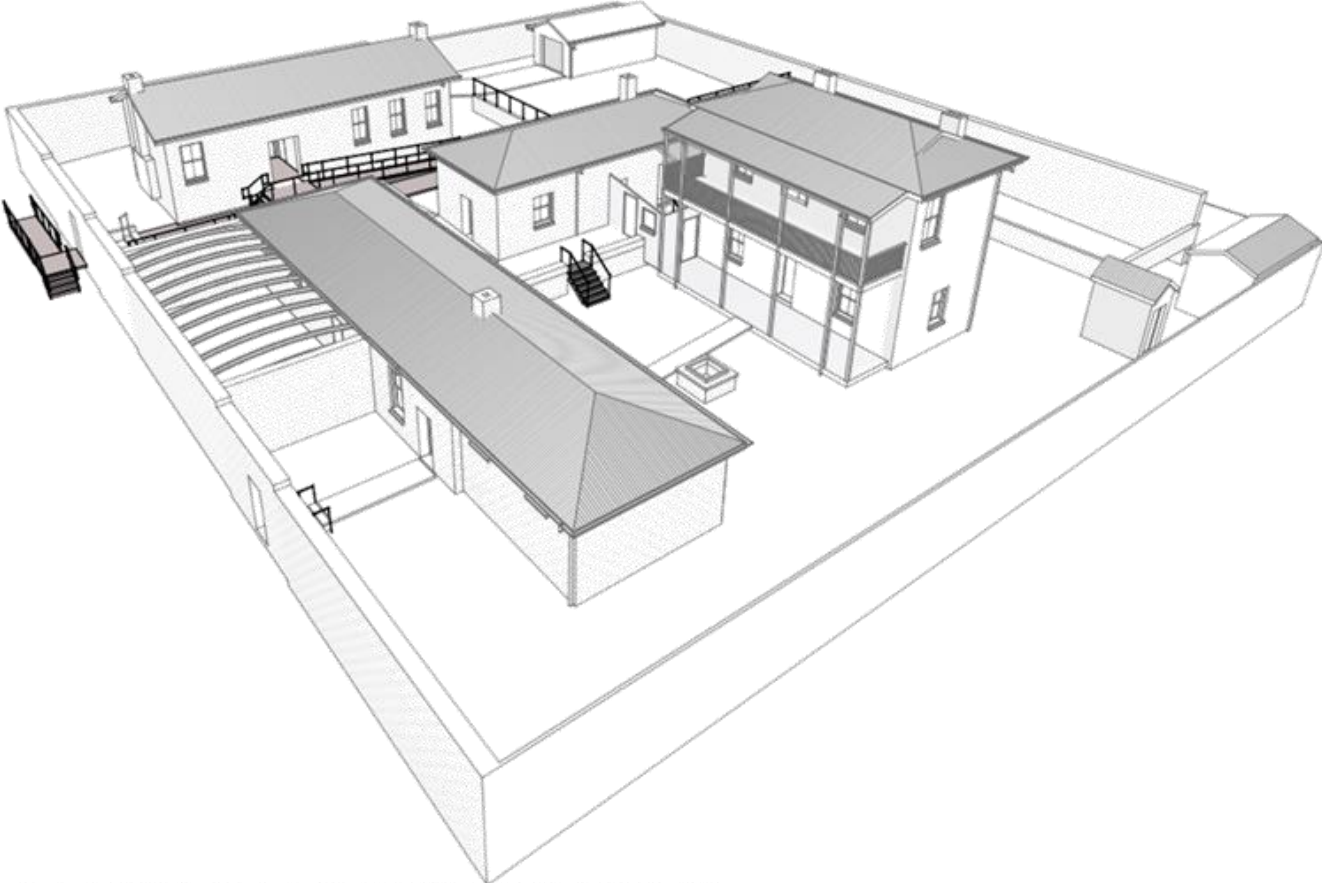




			CLIENT: COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL	ARCHITECT: Noel Thomson Architecture Pty Ltd.		PROJECT NO: 1703 - MP6		<div><div>NOEL THOMSON ARCHITECTURE PTY LTD</div><div>20 CHURCHILL AVE WAGGA WAGGA</div><div>T: 02633320 F: 02655011</div><div>NOMINATED ARCHITECT</div><div>NOEL THOMSON 5869</div><div>ACN: 077 973 623</div><div>ABN: 82 077 973 623</div></div> <div>NOEL THOMSON ARCHITECTURE</div>		
			PROPERTY/ ADDRESS: BYRON ST	PROJECT TITLE: GUNDAGAI GAOL MASTERPLANNING						
B: MASTERPLANNING OLD GUNDAGAI GAOL SITING ISSUE			13/11/19	NT						
A: MASTERPLANNING OF OGG SITING ISSUE			25/10/17	NT						
Revision Notes:			Date:	Check:	TOWN: GUNDAGAI	SCALE: AS NOTED @ A3	DATE: OCT 2017	DWG NO: MP6	REVISION NO: B	DRAWN BY: SB

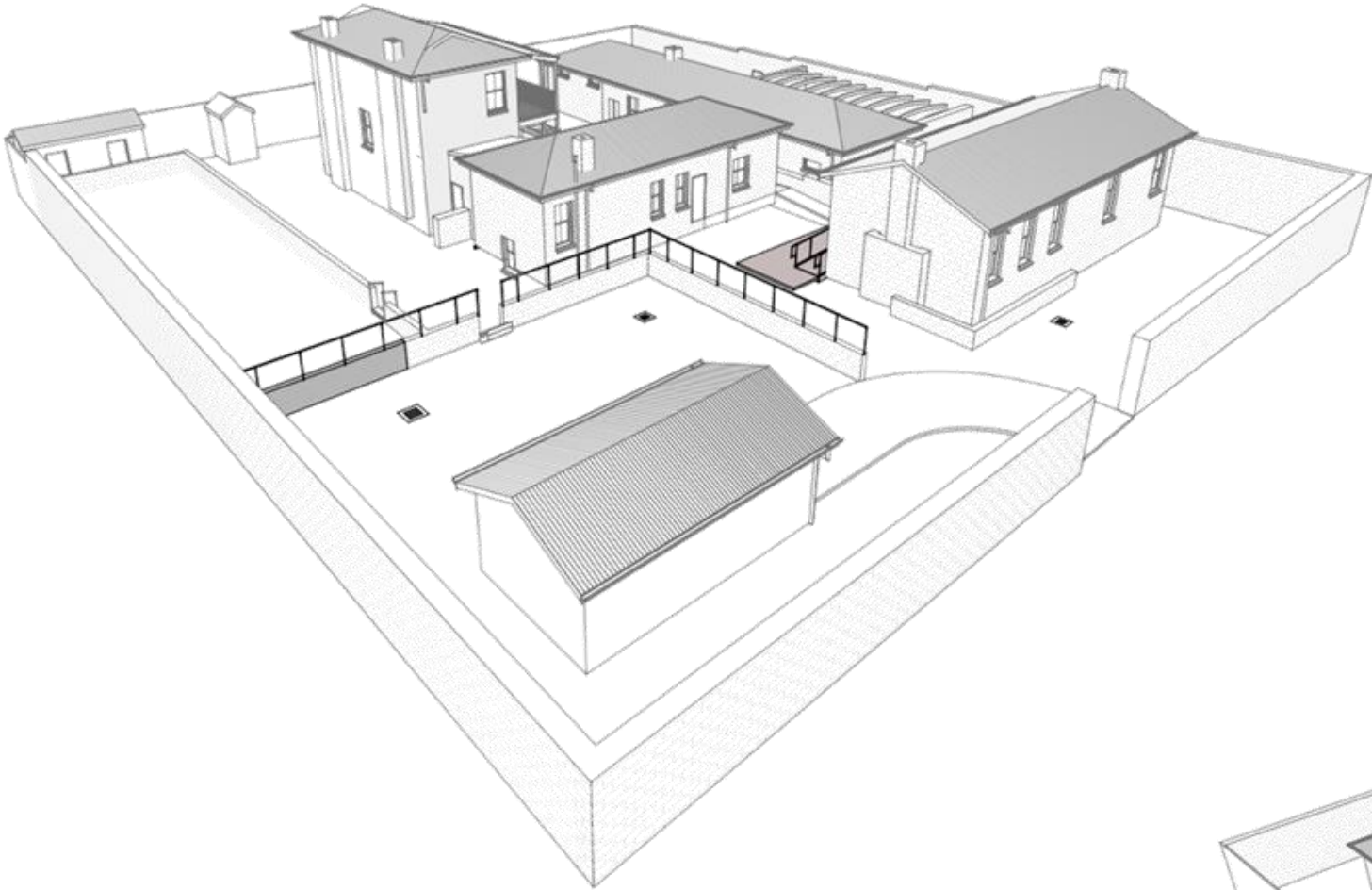


NORTH EAST PERSPECTIVE

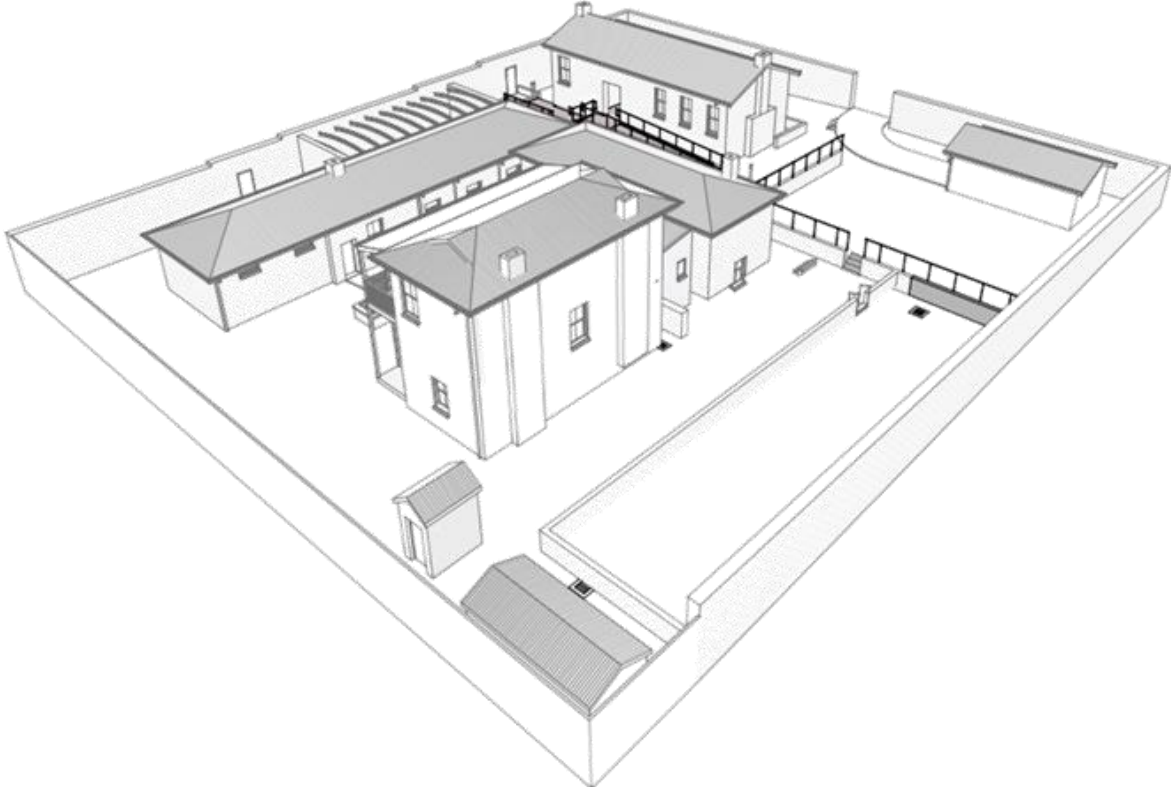


SOUTH EAST PERSPECTIVE

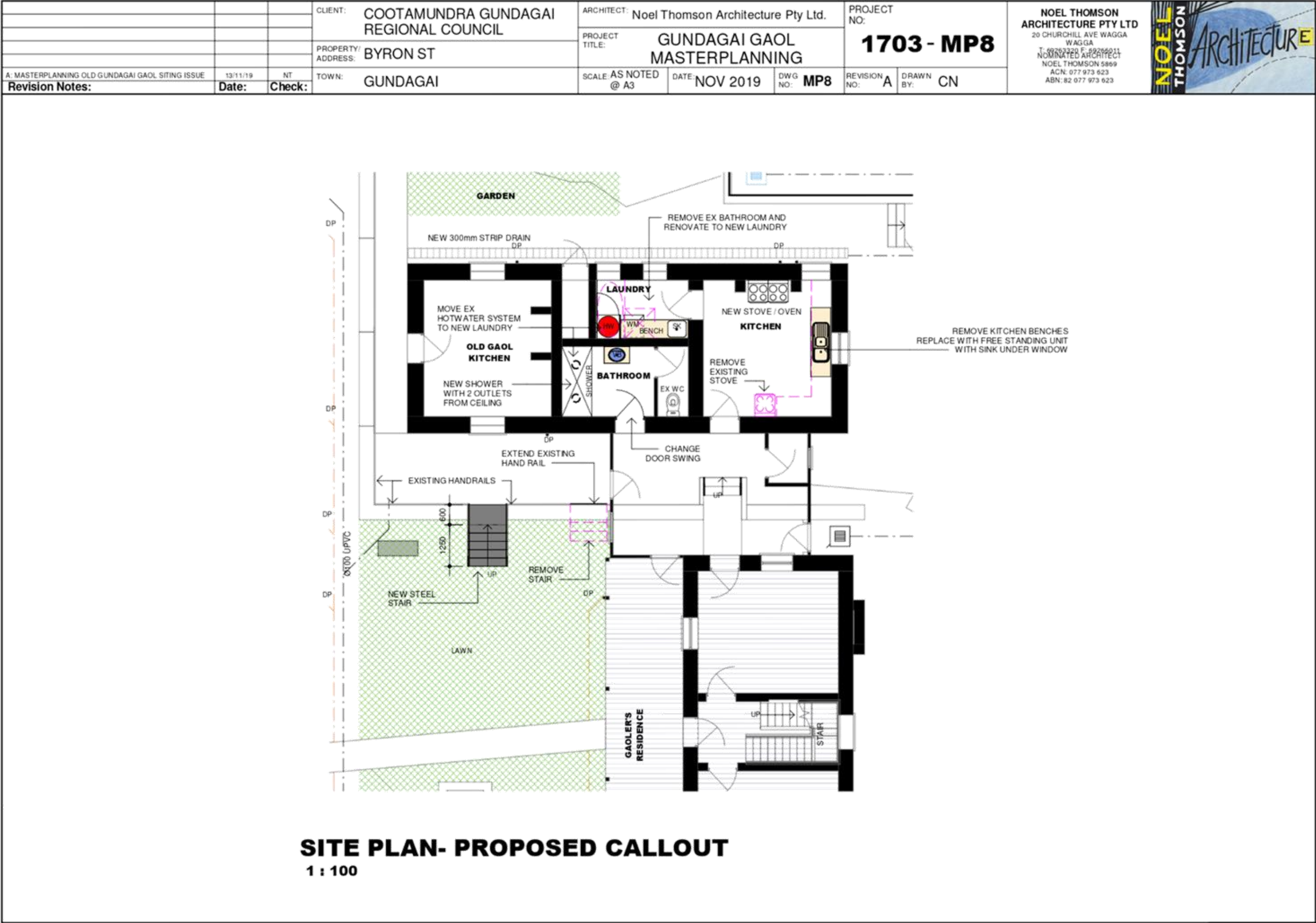
			CLIENT: COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL	ARCHITECT: Noel Thomson Architecture Pty Ltd.		PROJECT NO: 1703 - MP7		<div>NOEL THOMSON ARCHITECTURE PTY LTD 20 CHURCHILL AVE WAGGA WAGGA T: 02 6333 220 F: 02 6550 111 NOMINATED ARCHITECT NOEL THOMSON 5869 ACN: 077 973 623 ABN: 82 077 973 623</div> <div>NOEL THOMSON ARCHITECTURE</div>	
			PROPERTY ADDRESS: BYRON ST	PROJECT TITLE: GUNDAGAI GAOL MASTERPLANNING					
B: MASTERPLANNING OLD GUNDAGAI GAOL SITING ISSUE 13/11/19 NT			TOWN: GUNDAGAI	SCALE: AS NOTED @ A3	DATE: OCT 2017	DWG NO: MP7	REVISION NO: B		
A: MASTERPLANNING OLD GUNDAGAI GAOL SITING ISSUE 25/10/17 NT									
Revision Notes:			Date:	Check:					



NORTH WEST PERSPECTIVE



SOUTH WEST PERSPECTIVE





Government Gazette

of the State of

New South Wales

**Number 297–Planning and Heritage
Friday, 30 October 2020**

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NSW Government Gazette No 297 of 30 October 2020

HERITAGE ACT 1977**NOTICE OF LISTING ON THE STATE HERITAGE REGISTER
UNDER SECTION 37(1)(b)**

Old Gundagai Gaol
82 First Avenue, Gundagai

SHR No. 02031

In pursuance of section 37(1)(b) of the *Heritage Act 1977 (NSW)*, the Heritage Council gives notice that the item of environmental heritage specified in Schedule "A" has been listed on the State Heritage Register in accordance with the decision of the Special Minister of State made on 13 October 2020 to direct the listing. This listing applies to the curtilage or site of the item, being the land described in Schedule "B".

Heritage Council of New South Wales**SCHEDULE "A"**

The item known as the Old Gundagai Gaol, situated on the land described in Schedule "B".

SCHEDULE "B"

All those pieces or parcels of land known as Lot 20, Section 35, DP 758785 in Parish of North Gundagai, County of Clarendon shown on the plan catalogued HC 3228 in the office of the Heritage Council of New South Wales.

HERITAGE ACT 1977**ORDER UNDER SECTION 57(2) TO GRANT SITE SPECIFIC EXEMPTIONS FROM APPROVAL**

Old Gundagai Gaol
82 First Avenue, Gundagai

SHR No. 02031

I, the Minister administering the *Heritage Act 1977*, on the recommendation of the Heritage Council of New South Wales, in pursuance of section 57(2) of the *Heritage Act 1977*, do, by this my order, grant an exemption from section 57(1) of that Act in respect of the engaging in or carrying out of any activities described in Schedule "C" by the owner, mortgagee, manager or lessee of the land described in Schedule "B" on the item described in Schedule "A".

The Hon Don Harwin MLC
Special Minister of State
Minister for the Public Service and Employee Relations,
Aboriginal Affairs, and the Arts
Vice-President of the Executive Council

Dated at Sydney, 13 Day of October 2020

SCHEDULE "A"

The item known as the Old Gundagai Gaol, situated on the land described in Schedule "B".

SCHEDULE "B"

All those pieces or parcels of land known as Lot 20, Section 35, DP 758785 in Parish of North Gundagai, County of Clarendon shown on the plan catalogued HC 3228 in the office of the Heritage Council of New South Wales.

SCHEDULE "C"**1. Interior Works to Modern Garage Building:**

All internal works to the non-significant modern garage building that do not affect its external appearance.

2. Tree Pruning and Removal:

Works and activities associated with the maintenance and upkeep of trees within the gaol grounds:

- a) Pruning (to control size, improve shape, flowering or fruiting and the removal of diseased, dead, or dangerous material), not exceeding 10-30% of the canopy of a tree within a period of 2 years; or
- b) Removal of dead or dying trees which are to be replaced if applicable with tree species identified in the Old Gundagai Gaol Masterplan 2018 in the same location within a period of 12 months.

NATIONAL PARKS AND WILDLIFE ACT 1974**Wilcannia Mission Camps and Cultural Places Aboriginal Place**

Pursuant to section 84 of the *National Parks and Wildlife Act 1974*, I, the Minister administering this Act, being of the opinion that the place known as Wilcannia Mission Camps and Cultural Places is, and was, of special significance to Aboriginal culture, declare the lands described in schedule "A" as an Aboriginal Place.

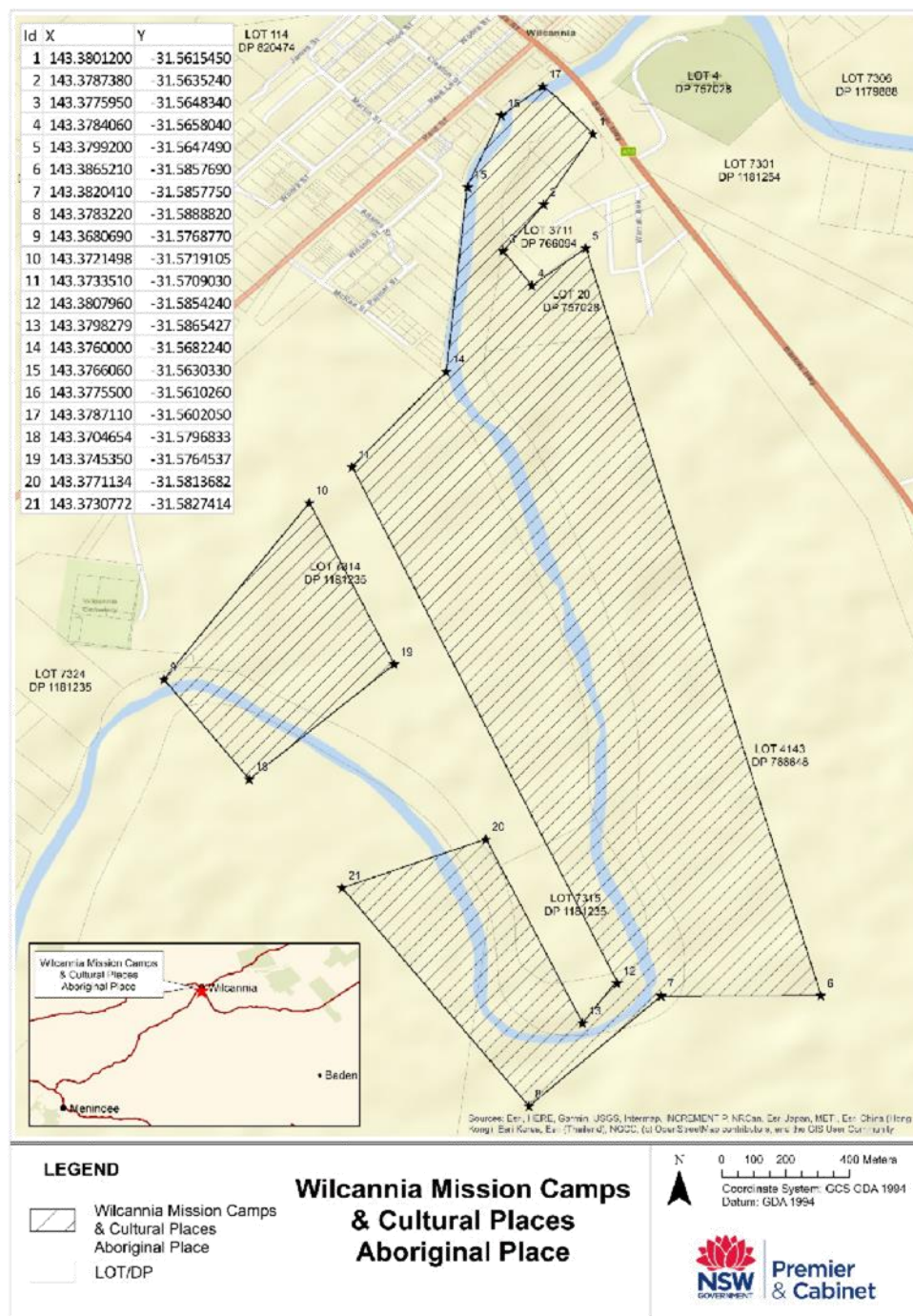
The values for which the Wilcannia Mission Camps and Cultural Places Aboriginal Place has been assessed as being significant to Aboriginal culture include, but are not limited to, the major traditional, spiritual and social significance, and being an important contemporary cultural learning and teaching space for the Aboriginal communities of New South Wales.

The Hon. Don Harwin MLC
Leader of the Government in the Legislative Council
Special Minister of State,
Minister for the Public Service and Employee Relations,
Aboriginal Affairs and the Arts
Vice-President of the Executive Council

Signed at Sydney this 15th day of October 2020

SCHEDULE "A"

Land District of Wilcannia, Central Darling Shire, all those pieces or parcels of land known as Part Lot 10 DP 757028, Part Lot 3711 DP 766094, Part Lot 20 DP 757028, Part Lot 4143 DP 766648, Part Lot 3445 DP 765734 in the Parish of Wilcannia South, County of Werunda, Part Lot 7315 DP 1181235, Part Lot 7314 DP 1181235 in the Parish of Wilcannia, Country Young, and Crown Lands bed and bank of the Darling River, approximately 205.99 hectares, being the two areas defined by hatched infill and 21 marker points in the following diagram.



8.4 DEVELOPMENT, BUILDING AND COMPLIANCE

8.4.1 DEVELOPMENT APPLICATIONS APPROVED NOVEMBER 2020

DOCUMENT NUMBER	340284
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 Report on Development Applications Approved in November 2020 be received and noted.

Introduction

The Development Applications Approved in November 2020 Report is submitted for information of Council and the community in relation to the development applications processed.

Discussion

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

APP. NO.	PROPOSED DEVELOPMENT	PROPERTY DESCRIPTION
CDC.2020.22	Dwelling Alterations & Additions - Pergola	Lot 1 DP217510 Hovell St Cootamundra
CDC.2020.21	New Swimming Pool	Lot 1 DP591252 Forsyths Ln Cootamundra
CDC.2020.20	New Swimming Pool	Lot 18 DP1059406 Ross Friend Pl Cootamundra
DA.2020.177	New Shed	PLT 401 DP751421 Oí Bell Dr Gundagai
DA.2020.175	New Dwelling	Lot 35 DP1173450 Lawson Dr Gundagai

DA.2020.173	New Dwelling	Lot 1 DP1236958 Poole St Cootamundra
DA.2020.171	Skillon Shed	Lot 591 DP823329 Punch St Gundagai
DA.2020.170	New Swimming Pool	Lot 39 DP1092957 Mary Angrove Cres Cootamundra
DA.2020.169	New Shed	Lot 2 DP253638 Punch St Gundagai
DA.2020.168	New Subdivision	Lot 57 DP1140037 Sheridan St Gundagai
DA.2020.167	New Storage Shed	Lot 2 DP560918, Happy Valley Rd Gundagai
DA.2020.164	New Shed	Lot 5 DP739566, Readfords Rd Gundagai
DA.2020.163	New Dwelling	Lot 7 DP1199338 Bartley St Cootamundra
DA.2020.160	New Carport and Detached Garage	Lot 2 DP580350, Sutton St Cootamundra
DA.2020.157	Installation of Transportable Toilets	Lot 475 DP753601 Turners Ln Cootamundra
DA.2020.156	Alterations & Additions to Dwelling	Lot 336 DP750636 Stockinbingal Rd Cootamundra
DA.2020.148	New Dwelling	Lot A DP958167 Back Brawlin Rd Cootamundra
DA.2020.134	New Carport	Lot B DP319989, Mackay St Cootamundra

VALUE OF WORK REPORTED TO THIS MEETING:**\$2,012,043.00****VALUE OF WORK REPORTED YEAR TO DATE:****\$8,896,333.00**THIS TIME LAST YEAR:*VALUE OF WORK –November 2019:**\$414,080.00**VALUE OF WORK – YTD 2019:**\$6,083,538.00*

8.5 REGULATORY SERVICES

Nil

8.6 ASSETS

Nil

8.7 CIVIL WORKS

8.7.1 CIVIL WORKS AND TECHNICAL SERVICES REPORT - DECEMBER 2020

DOCUMENT NUMBER	340104
REPORTING OFFICER	Julie Buckley, Operations Support Officer
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 December 2020, be received and noted.

Introduction

This report provides a detailed update of the Civil Works and Technical Services Department's works undertaken for the month of December 2020.

Discussion

Council's grading crews have finished off gravel road maintenance on roads around the Wallendbeen area, as well as Cootamundra town lanes, including Turners Lane and the Old Treatment Plant Road.

Maintenance grading has also been completed around the Tarrabandra, Bundarbo, Wee Jasper, Willis and Brungle Road areas. Crews are now undertaking pavement widening and overlay works on Nanangroe Road.

Construction work on the next stage of the Gap Project on the Olympic Highway is now finished on what was planned prior to Christmas, although line marking of this section will be completed in the Second week of December. The final stage of the works from Campbell Street to Cootamundra Creek will be scheduled for February 2021.

Bitumen road patching works across all bitumen roads is being undertaken as conditions permit. Heavy patching works are underway on Adjungbilly and Brungle Roads and heavy patching has been completed on Muttama Road.

Preliminary investigation and drainage works have been completed on Mount and West Streets, Gundagai in preparation of Stabilisation Works.

Works have commenced on Nanangroe and Redhill Road including topsoil stripping, drainage and shoulder widening.

Repairs have continued on the Rosehill Road culverts which were damaged in the February 2019 storm damage areas.

Roadside spraying has also been undertaken to spray the vegetation on the road shoulders. Grass slashing will continue as conditions permit with several slasher/mowers working across the LGA.

General sign maintenance and other roadside maintenance has also been completed as required.

Private works are continuing on the Boundary Road subdivision. Following completion of the kerb and guttering, the road pavement works are in full swing. Expectations are the roads will be primer sealed before Christmas.

Resealing works on Council roads has commenced and will continue up until Christmas. Resealing has also commenced on the Burley Griffin Way and Olympic Highway on sections prioritised Transport for NSW's.

8.7.2 PROPOSED PROJECTS FOR LOCAL ROADS COMMUNITY INFRASTRUCTURE PROGRAM

DOCUMENT NUMBER	340107
REPORTING OFFICER	Julie Buckley, Operations Support Officer
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	Nil

RECOMMENDATION

The Proposed Cootamundra area Projects, as listed in the table below, be approved for inclusion in the Local Roads and Community Infrastructure (LRCI) program – Extension.

Introduction

Council was advised in late November that the Federal Government would be extending the LRCI program to include a further \$952,362.00 funding to be spent in our LGA. Based on the previous program, the funding was split 50/50 between Cootamundra and Gundagai areas.

Discussion

The first round of the LRCI program was considered at the July 2020 Council Meeting.

Proposed Cootamundra projects are noted below. The Pioneer Park and Bradman Oval cricket nets were considered at the November 2020 Council Meeting. These projects are a combination of community suggestions and asset maintenance requirements. While there are other numerous projects worthy of consideration, the projects below are the suggested to be prioritised under this funding agreement.

It is believed these projects meet the project criteria, however each project will have to be submitted for approval from the Department Infrastructure, Transport, Regional Development and Communications.

Replacement of footpath along Muttama Creek between Mackay Street and Thompson Street Cootamundra

The condition of the existing footpath along the Muttama Creek at the above location is suffering from severe deterioration. Sections of the path have warranted repair/replacement for some time with minor such works being done to keep it in a usable condition.

The existing path is used by many pedestrians and cyclists for leisurely walking and cycling and forms part of the current CGRC cycleways network.

The current state of the pathway is such that it warrants a full replacement. The estimated cost to undertake this work is \$120,000.



Upgrade of Bourke Street footpath

The current footpath surface along Bourke Street adjacent to Loiterton's Real Estate, Olympic Hotel and Braybrook's Pharmacy is old asphalt. Being old asphalt, it is badly deteriorated and oxidised (i.e brittle). There are also several sections which are uneven and broken away.

Council's footpath risk assessments have for some time ranked these sections of footway with high priority for replacement.

In view of the forthcoming Parker Street upgrade and beatification, it is suggested that these sections of path be replaced with new asphalt. Areas could also be planted with trees as per the Parker Streetscape design.

It is estimated this project would cost \$90,000.



Complete missing footpath link Nicholson Park

For many years there has been a missing link of footpath linking Nicholson Park with the stadium.

This missing link has been highlighted with the recent COVID-19 situation where access has been restricted to one point near the stadium entrance. Pedestrians then have to walk along an unpaved section until they reach the Toilet block. During winter this path is constantly wet and boggy.

An estimate to undertake paving this section would be \$10,000.00.

Stockinbingal Hall - Footpath and Disabled Ramp

The Stockinbingal Hall Committee have raised the issue with disabled parking and access to the Hall. Currently there is dedicated area for disabled parking and the footpath in front of the hall limits access for the disabled.

This proposal is to extend the kerb and gutter across the frontage of the property and create a disabled parking area. Alterations and additions to the footpath would also be undertaken as part of the project. Sealing of the road shoulder against would also be warranted in the project scope.

Internal building repairs have also been identified by the Hall Committee and these works can be included in this project.

The cost to undertake this work is \$75,000.00.



Cootamundra Art and Craft Centre – Disabled Access

At the November Council Meeting a request from the Cootamundra Art and Craft Centre was reported to Council seeking \$1,300.00 towards the cost of a disabled access ramp. This project is now included.

PROJECT	COST
Muttama Creek Footpath replacement	\$118,700
Bourke St Footpath upgrade	\$90,000
Pioneer Park - access and paths	\$165,000
Bradman Oval Cricket Nets	\$16,500
Missing Link Footpath Nicholson Park	\$10,000
Stockinbingal Hall	\$75,000
Cootamundra Art and Craft Centre	\$1,300
TOTAL	\$476,500

8.7.3 2021-21 ROADS TO RECOVERY PROGRAM AND FIXING LOCAL ROADS FUNDING PROGRAM

DOCUMENT NUMBER	340162
REPORTING OFFICER	Julie Buckley, Operations Support Officer
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

2020-21 Roads To Recovery Program:

Council endorse the allocation of the 2020/21 Roads To Recovery funding to the nominated projects below:

Mackay Street \$255,000.00

Old Gundagai Road \$155,000.00

Muttama Road REPAIR project \$160,000.00

Fixing Local Roads Funding Program:

- Council endorse the following projects: Warralong Road, Brawlin Road, Salt Clay Road and French Street, Cootamundra and West/Punch Streets intersection, West/Hanley Streets intersection Gundagai, as detailed in the December 2020 Council Meeting Report, for nomination in the next round of the Fixing Local Roads Funding Program,**
- Council commit a 25% contribution to the nominated projects.**

Introduction – 2021 Roads to Recovery Program

Council currently has unallocated funds in the 2020/21 Roads to Recovery program for allocation.

Discussion

Following the recent clarification of the Fixing Local Road Program, and Council's commitment to contribute 25% (minimal) of the project cost to each successful project, it had been unclear where the Council contribution would come from. It is now proposed that this contribution comes out of the Roads to Recovery Program.

Presently the 2020/21 Roads to Recovery program has \$590,838.77 left unallocated. The remainder of this year's allocation has been funded towards completion of the Burra Road and Old Gundagai Road works, which were commenced in late May/June and overrun into July/August.

It is proposed to allocate \$275,000 to the Mackay Street upgrade and \$155,000 to the next stage of the Old Gundagai Road project. These projects are both approved under the Fixing Local Roads Round One Program and require the minimal 25% co-contribution.

The remainder of the Roads to Recovery funds is proposed to be allocated to match the \$160,000 2020/2021 REPAIR Program allocated to Muttama Road.

Introduction – Fixing Local Roads Funding Program

The Australian and NSW Government has announced a second round of funding of the Fixing Local Roads Program (FLR). The Program is aimed at improving local roads and supporting employment. Project nominations are now invited and close on the 11th December.

Discussion

Council was successful in Round One of this program receiving approximately \$4.1M in funding for various road projects which will commence in early 2021 and be completed by June 2022.

Successful projects in this new Program are expected to be announced in February 2021 and it is a condition to commence by August 2021 and be completed within 24 months of approval. Again up to 25% co-contribution would be expected which could be sourced from future Roads to Recovery funds.

While Council has a full program for the next 18 months with the current FLR and Timber Haulage Road Program, it is believed the following projects can be completed within the time frame.

Warralong Road Cootamundra - urban gravel road of high maintenance due to its grade and topography. Has received many complaints about its condition. While it is unknown how much the full reconstruction of this road would be, if \$250,000 was allocated initially to commence construction, it could be a staged constructed over several years pending further funding availability.

Brawlin Road - continuation of the bitumen seal over the gravel pavement. This road is highly trafficked and requires regular road maintenance. It is also a school bus route and access to Council's gravel quarry. For a further \$210,000.00 it could be expected that around another 1.5 km could be constructed and sealed.

Salt Clay Road Cootamundra - a gravel road on the edge of Cootamundra which is also highly trafficked due to the numerous semi-rural residential properties along the road. Also has an issue with a causeway along the route which continually washes out and needs maintenance. While a full cost estimate is unavailable until it is surveyed and designed, if \$300,000.00 was allocated at this stage, the causeway could be constructed, and part of the road improved to bitumen standard.

French Street Cootamundra - this street is badly deformed with many pavement defects. Pavement failures stem from substandard subgrade material. There is poor drainage and the kerb is no longer capable of capturing and channelling water into the underground pipes. Maloney asset ratings for the kerb and pavement are on the highest level. Estimated cost \$250,000.00.

Intersection of West and Punch Streets Gundagai – This intersection is badly deformed and in need of reconstruction to replace the existing kerb and gutter and pavement material. There are problems with the existing subgrade which is unsuitable for the traffic loading and realignment of

kerb and gutter is required to allow vehicles to easily negotiate the intersection safely. Estimated cost \$500,000.00.

Intersection of West and Hanley Streets Gundagai – This intersection is exhibiting the same defects as the intersection at Punch St and a similar treatment is proposed. Estimated Cost \$500,000.00.

Road Name	Works Description	Location	FLR Funds	Council Funds	Total Cost
Brawlin Road Cootamundra	Pavement rehab and sealing	From Sheep Station Creek	\$ 187,500.00	\$ 62,500.00	\$ 250,000.00
Salt Clay Road Cootamundra	Causeway and pavement Rehab – Stage 1	From Salt Clay Road	\$ 225,000.00	\$ 75,000.00	\$ 300,000.00
French Street Cootamundra	Pavement and kerb rehabilitation	Poole St to Southee Circle	\$ 187,000.00	\$ 62,500.00	\$ 250,000.00
Warralong Road Cootamundra	Upgrade gravel road to bitumen – Stage 1	Boundary Rd - onwards	\$ 187,000.00	\$ 62,500.00	\$ 250,000.00
West/Punch Street Intersection Gundagai	Reconstruction of intersection including kerb		\$ 375,000.00	\$ 125,000.00	\$ 500,000.00
West/Hanley Street Intersection	Reconstruction of intersection including kerb		\$ 375,000.00	\$ 125,000.00	\$ 500,000.00

8.8 TECHNICAL SERVICES

Nil

8.9 FACILITIES

Nil

8.10 WASTE, PARKS AND RECREATION

8.10.1 PURCHASE OF SKID STEER LOADER FOR THE COOTAMUNDRA LANDFILL FACILITY

DOCUMENT NUMBER	340198
REPORTING OFFICER	Wayne Bennett, Manager Waste, Parks and Recreation Services
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	The need to fund the purchase of the Skid Steer Loader from the Waste Reserves of a \$150,000 impact.
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. Report on the proposed purchase of a Skid Loader for the Cootamundra Landfill Management Facility be noted and accepted.
2. Council approves the purchase of a solid wheeled Skid Loader and that the purchase price of \$150,000 be funded from the Waste Reserves, noting that installation of new office and amenities will be approximately \$100,000 under budget, and there is currently approximately \$1 million in the Waste Reserves.

Introduction

Since Council has taken over the operation of the weighbridge and the associated transfer station, it has become apparent that a skid steer loader is required to most effectively and efficiently manage the putrescible waste into the compactor, and for sorting non compactable materials deposited into the pit.

Currently Council is utilising the large loader which is proving difficult to manoeuvre within such a tight environment of the Pit.

The Skid Steer Loader will also be used for loading compost and mulch into customer's trailers and small trucks, as well as many other duties around the facility as and when required.

Discussion

The skid steer loader is required to allow staff to most effectively and efficiently manage the waste that is deposited into the pit. It is then pushed into a compact deposited into a semi-trailer and then transported to Bald Hill landfill for disposal.

Each trailer load to Bald Hill has an approx. cost of \$2,400. / load. The better Council manages the type of waste deposited into the compactor/trailer the better the opportunity to reduce the volumes to be transported to Bald Hill.

The cost to purchase a suitable Skid Steer Loader is approximately \$150,000.

Council has allocated \$250,000 from the waste reserves for the construction of a new office and associated amenities. Council has entered a contract for such works with a construction price of \$120,000. Allowing for associated building fit out, plumbing, electrical and landscaping works, the final costs is estimated to be around \$150,000. This will result in an approximate saving of \$100,000.

It is recommended that the estimated savings of \$100,000 and the additional \$50,000 required to finalise the new purchase be funded from the Waste Reserves. The Finance department has indicated that the Waste Reserve currently has a 2020/2021 balance of \$1M.

The recurrent operating costs for the management of the Pit and all associated maintenance works has been included within the existing 2020/2021 Landfill budget.



Figure 1 - An Example of the proposed Skid Steer Loader

8.10.2 'YOUR HIGH STREET' GRANT PROGRAM

DOCUMENT NUMBER	340409
REPORTING OFFICER	Wayne Bennett, Manager Waste, Parks and Recreation Services
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 1.2 Public spaces provide for a diversity of activity and strengthen our social connections
FINANCIAL IMPLICATIONS	There are no direct Financial implications associated with this report. This project will be fully funded from Grant funding. There will be an annual maintenance budget required for any additional infrastructure and or assets constructed as part of this project. This is yet to be determined
LEGISLATIVE IMPLICATIONS	There are no Legislative implications associated with this report.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

RECOMMENDATION

- 1. The 'Your High Street' Grant Program be accepted and noted.**
- 2. Council review the three (3) submissions recommended and prioritise accordingly.**

Introduction

The Department of Planning, Industry and Environment is rolling out a new state-wide grants program from today to fund projects which stimulate and improve local economies, public places and community wellbeing.

Council adopted on the 24th November this initiative (8.1.5 - Doc. No. 339342) and requested that a small working group be established to consider the Grant conditions and make recommendation back to Council accordingly. On inquiry with the Department of Planning, Industry and Environment, Council has been informed that a condition of the Grant is that there can only be one submission (project) made. As a result, Council can only select one 'High Street' project to be considered.

Discussion

The small working group had a meeting to discuss the grant and associated conditions for application.

The Grant conditions outline that any project submitted must be ready to go straight to construction. The working group taking this into consideration agreed that there are only three (3) projects that meet all the relevant selection criteria. The projects considered where as follows:

- Cootamundra Parker Street Redevelopment
- Gundagai Sheridan Street redevelopment

- Wallendbeen King Street Redevelopment (including the Corner of Burley Griffin Way and Olympic Highway).

Project Outline

Cootamundra Parker Street Redevelopment

- Proposed works include the completion of landscape works to both the Northern End (to Adams Street) and Southern ends (to Mackay Street) of Parker street. This includes pedestrian and access issues throughout the CBD area.
- The redevelopment of Parker Lane (Wallendbeen & Bourke Streets).

Gundagai Sheridan Street

- Completion of landscape works and associated civil works at the far northern end of Sheridan Street (Homer Street to Virgil Street).

Wallendbeen King Street Redevelopment.

- Landscape and civil works in association with the Master Plan (including the Corner of Burley Griffin Way and Olympic Highway).

It was agreed by the working group that the three projects identified as detailed above be submitted to Council for consideration and prioritisation.

As all the identified projects have been previously approved by Council, there are no attachments to this report. Plans of the three projects can be provided to Councillors upon request.

9 MOTION OF WHICH NOTICE HAS BEEN GIVEN**9.1 NOTICE OF MOTION - THE DIVIDING FENCES ACT**

DOCUMENT NUMBER	340111
REPORTING OFFICER	Charlie Sheahan, Councillor
AUTHORISING OFFICER	Phillip McMurray, General Manager

The following Notice of Motion signed by Councillor Cr Charlie Sheahan was submitted on 27 November, 2020.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 8 December, 2020:

MOTION

That CGRC formally write to the SFF party who are the proponents of the amendment Bill to the Dividing Fences Act, strongly requesting that any such amendment excludes Local Roads fencing.

Note from Councillor

To fail to exclude local roads would severely impact on rural and regional councils financially and create a further burden on rural ratepayers.

Whilst we understand and accept that the intention was, “a good neighbour policy”, to assist those farmers impacted by recent bushfires who have fencing with National Parks and crown land and being solely responsible for costs to replace, with no legal requirement for the crown to contribute.

If local roads are not excluded the impact to our council would be devastating as our small council has many kilometres of local roads.

Note:

Could state minister for Crown lands Melinda Pavey, shadow Tara Moriarty, minister for Local Government Shelly Hancock, shadow Greg Warren, our local member Steph Cooke, and Mick Veitch shadow for Rural Affairs, all be cc into the correspondence.

9.2 NOTICE OF MOTION - TOWARDS NET ZERO

DOCUMENT NUMBER	340112
REPORTING OFFICER	Charlie Sheahan, Councillor
AUTHORISING OFFICER	Phillip McMurray, General Manager

The following Notice of Motion signed by Councillor Cr Charlie Sheahan was submitted on 30 November, 2020.

I hereby give notice of my intention to move the following motion at the Council meeting of Monday, 30 November, 2020:

MOTION

Council develop a Climate Action Plan to assess energy use and efficiency, to better plan risk management with climate change, and to save costs and reduce emissions.

Note from Councillor

On Wednesday the 4th of November I sat in on the webinar hosted by LGNSW titled Pathways to Net Zero.

Key points

The first speaker was Dr. Steven Bygrave from NSW Dept. Planning Industry and Environment. Of the 128 councils across NSW 34 have declared climate emergency, 58% of councils have developed emission reduction plans. The State Government Plan, Net Zero Plan stage 1 is by 2030 to reduce carbon emissions by 35%, this is in line with NSW electricity strategy. NSW Net Zero guidance notes are available on the net. Board issue is to develop Climate Action Plan to save costs and reduce emissions.

The second speaker was Declon Clausen deputy mayor of Newcastle. Newcastle council has built a 5MW solar farm on an old landfill site. It has exceeded expectations and returns annual revenue to council in excess of \$420,000. Council has also acquired a flock of sheep to control vegetation growth on the site. They have achieved 100% renewable energy with contractual purchase of wind and solar. Their Climate Action Plan is a target 20% reduction in electricity use, 50% reduction in fuel consumption, and 100% LED lighting.

Third speaker was Graham Kennett Kyogle Council GM. Over the past 15 years the council has experienced a natural disaster every 1.5 years, each disaster has cost the council \$2.7million. Increased fire risk, increased flood risk, more severe storms, this is the new norm.

Under their Sustainable Council and Community Strategy, they have developed a Climate Change Assessment and Adaption Plan, essentially risk management, their resources are from CSIRO, BOM and OEH. Under the plan they have set goals and actions, review on energy use and efficiencies. They have already achieved savings of \$100,000 a year through energy procurement and savings of \$60,000 a year through solar installation.

10 QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL ITEMS

11.1 CONFIDENTIAL ITEMS	
DOCUMENT NUMBER	340194
REPORTING OFFICER	Teresa Breslin, 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	To facilitate compliance with sections 10 and 11 of the Local Government Act 1993.
POLICY IMPLICATIONS	There are no Policy implications associated with this report.
ATTACHMENTS	Nil

Note

Council's Code of Meeting Practice allows members of the public present to indicate whether they wish to make representations to the meeting, before it is closed to the public, as to whether that part of the meeting dealing with any or all of the matters listed should be closed.

RECOMMENDATION

- Items 11.2 and 11.3 be considered in closed Council at which the press and public are excluded in accordance with the applicable provisions of the Local Government Act, 1993 and related public interest reasons detailed.**
- In accordance with section 11 (2) and (3) of the Local Government Act, 1993, the reports, correspondence and other documentation relating to Items 11.2 and 11.3 be withheld from the press and public.**

11.2 REPLACEMENT OF TWO (2) ROLLERS, COOTAMUNDRAProvisions for Confidentiality

Section 10A (2) (d(i)) – The Confidential Report contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Public Interest

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

11.3 SOUTH WEST FUELS ELECTRICITY PROVISION FINANCIAL CONSIDERATIONSProvisions for Confidentiality

Section 10A (2) (g) – The Confidential Report contains advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Public Interest

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