



**COOTAMUNDRA-  
GUNDAGAI REGIONAL  
COUNCIL**

ABN: 46 211 642 339  
PO Box 420, Cootamundra NSW 2590  
Email: [mail@cgrc.nsw.gov.au](mailto:mail@cgrc.nsw.gov.au)  
[www.cgrc.nsw.gov.au](http://www.cgrc.nsw.gov.au)

# Minutes

## ORDINARY COUNCIL MEETING

**COUNCIL CHAMBERS, GUNDAGAI**

**6:00PM, Tuesday 23rd May, 2023**

**Administration Centres: 1300 459 689**

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, GUNDAGAI  
ON TUESDAY, 23 MAY 2023 AT 6:00PM**

**PRESENT:** Cr Leigh Bowden (Deputy Mayor), Cr Logan Collins, Cr Trevor Glover, Cr David Graham, Cr Abb McAlister

**IN ATTENDANCE:** Steve McGrath (Interim General Manager), Paul Woods (Interim Deputy General Manager - CCD), Matt Stubbs (Deputy General Manager - Operations), Linda Wiles (Manager Business), Zac Mahon (Manager Finance), Sally Atkinson (Acting Manager Development, Building and Compliance), Mark Ellis (Manager Engineering Cootamundra), Stephen Targett (Acting Manager Engineering Gundagai), Wayne Bennett (Manager Regional Services Cootamundra), Andrew Brock (Manager Regional Services Gundagai)

**1 ACKNOWLEDGEMENT OF COUNTRY**

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

**2 OPEN FORUM**

Nil

**3 APOLOGIES AND LEAVE OF ABSENCES**

**RESOLUTION 115/2023**

Moved: Cr Abb McAlister

Seconded: Cr Trevor Glover

**Apologies from Cr Les Boyd, Cr Gil Kelly and Cr Penny Nicholson be received.**

**CARRIED**

**RESOLUTION 116/2023**

Moved: Cr Logan Collins

Seconded: Cr Trevor Glover

**Leave of absence, from 16<sup>th</sup> – 26<sup>th</sup> May 2023, be granted for Cr Charlie Sheahan.**

**CARRIED**

**RESOLUTION 117/2023**

Moved: Cr Abb McAlister

Seconded: Cr David Graham

**Leave of absence, from 15<sup>th</sup> – 27<sup>th</sup> June 2023, be granted for Cr Penny Nicholson.**

**CARRIED**

**4 DISCLOSURES OF INTEREST**

Nil

**5 CONFIRMATION OF MINUTES**

**5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 18 APRIL 2023**

**RESOLUTION 118/2023**

Moved: Cr David Graham

Seconded: Cr Logan Collins

- 1. The Minutes of the Ordinary Meeting of Council held on Tuesday 18 April 2023 be confirmed as a true and correct record of the meeting.**
- 2. The Confidential Minutes of the Ordinary Meeting of Council held on Tuesday 18 April 2023 be confirmed as a true and correct record of the meeting.**

**CARRIED**

**6 MAYORAL MINUTES**

**6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT**

**RESOLUTION 119/2023**

Moved: Cr Logan Collins

Seconded: Cr Abb McAlister

**The information in the Councillor Engagements Mayoral Minute be received and noted.**

**CARRIED**

**Corrections:**

Cr Glover attended a Muttama Hall s.355 Committee meeting, which was cancelled due to lack of quorum (not forum).

Cr McAlister also attended the Anzac Day Memorial Service in Gundagai.

**6.2 MAYORAL MINUTE - DAMAGING INCREASE IN EMERGENCY SERVICES LEVY COSTS****RESOLUTION 120/2023**

Moved: Cr Logan Collins

Seconded: Cr Abb McAlister

**THAT:**

- 1. Council writes to the Treasurer, the Minister for Emergency Services, the Minister for Local Government and local State Member(s):**
  - a. Expressing Council's strong opposition to the NSW Government's last minute decision to impose an enormous Emergency Services Levy (ESL) cost increase on councils for 2023/24 by scrapping the ESL subsidy for councils and at a time after Council has publicly advertised its Operational Plan and annual budget to the community;**
  - b. Noting that as a consequence of the unannounced 73% increase in the State Emergency Service budget and an 18% increase in the Fire and Rescue NSW budget, Council's 5.0% rate increase to provide essential community services and infrastructure has been significantly eroded.**
  - c. Advising that the Government's decision may/will lead to a reduction in important local services and/or the cancellation of necessary infrastructure projects;**
  - d. Calling on the NSW Government to take immediate action to:**
    - i. restore the ESL subsidy in 2023/24**
    - ii. urgently introduce legislation to decouple the ESL from the rate peg to enable councils to recover the full cost**
    - iii. develop a fairer, more transparent and financially sustainable method of funding critically important emergency services in consultation with local government.**
- 2. Council writes to the Chair of the Independent Pricing and Regulatory Tribunal (IPART) advising that Council's forced emergency services contribution is manifestly disproportionate to the 2023/24 rate cap, which has resulted in additional financial stress.**
- 3. Council writes to the President of LGNSW seeking the Association's ongoing advocacy to bring about a relief in the burden of Councils' emergency services contribution.**

**CARRIED**

## 7 REPORTS FROM COMMITTEES

### 7.1 MINUTES OF THE COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING HELD ON THURSDAY 11 MAY 2023

#### RESOLUTION 121/2023

Moved: Cr Logan Collins

Seconded: Cr David Graham

1. The Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held on 11 May 2023, attached to the report, be received and noted.
2. In consideration of the Cootamundra-Gundagai Local Traffic Committee recommendations detailed in the minutes, Council endorse the following:
  - 2.1. That the following steps are taken to improve driveway safety at 489 Muttama Road, Muttama:
    - 2.1.1. Erect C Size 'Concealed Driveway' signage incorporating both driveways situated at this location.
    - 2.1.2. Install additional guideposts either side of the driveways to alert road users of the driveway.
    - 2.1.3. Conduct further discussions with the property owner/s regarding driveway modifications and mailbox installation.
  - 2.2. That Chevron Signs be installed at the intersection on Armours Road and Curve Advisory Markers at the sharp bend on Attwood Road, Coolac.
  - 2.3. That one *NO U-TURN PERMITTED* sign be installed near the Visitor Information Centre at the entrance of Sheridan Street, Gundagai.
  - 2.4. That NO U-TURN signage be installed in the median island in Wallendoon Street at the intersection of Cooper Street and Wallendoon Street, Cootamundra.
  - 2.5. That 'No Stopping' signage be installed along Cooper Lane, Cootamundra between Bourke Street and Wallendoon Street, and that businesses and residents are advised of the new signage.
  - 2.6. That the 'No Right Turn' sign at the intersection of Wallendoon Street, and Cooper Lane Cootamundra be removed.
  - 2.7. That the 'No Parking' signage between the driveways at 60 Yass Road, Cootamundra be replaced with 'No Stopping' signage.
  - 2.8. That the vegetation obstructing sight distance in Parker Street be cleared for visibility and road user safety.
  - 2.9. That all vegetation in Parker Street be maintained at agreed levels.
  - 2.10. That Councils Insurance supplier is notified of the current risk associated with 2.8 above.
  - 2.11. That Council review emergency exit alternatives for the Cootamundra Art Centre and provide detailed designs and costing of proposed designs to the Local Traffic Committee.

CARRIED

## **8 GENERAL MANAGER'S REPORT**

### **8.1 GENERAL MANAGER OFFICE**

#### **8.1.1 2023-24 DETERMINATION OF THE LOCAL GOVERNMENT REMUNERATION TRIBUNAL - COUNCILLOR FEES AND ADDITIONAL MAYORAL FEE**

#### **MOTION**

#### **RESOLUTION 122/2023**

Moved: Cr Leigh Bowden

Seconded: Cr David Graham

- 1. Council note that Cootamundra-Gundagai Regional Council is listed under as 'Rural Large' in the Local Government Remuneration Tribunal April 2023 Annual Determination Report.**
- 2. Council determine the Councillors annual fee effective 1<sup>st</sup> July, 2023 noting 1. above, in the sum of \$13,030.**
- 3. Council determine the Mayor's annual fee effective 1<sup>st</sup> July, 2023 noting 1. above, in the sum of \$28,430.**
- 4. Consistent with resolution 173/2022 Council continue to support superannuation contribution payments for Councillors, subject to individual Councillors nominating an eligible superannuation account, thus enabling superannuation payments to commence.**

**CARRIED**

#### **8.1.2 NSW LOCAL ROADS CONGRESS 2023**

#### **RESOLUTION 123/2023**

Moved: Cr Trevor Glover

Seconded: Cr David Graham

**The Deputy General Manager-Operations and Cr Collins attend the New South Wales Local Roads Congress to be held at Parliament House Sydney on Monday 5 June 2023.**

**CARRIED**

### **8.1.3 RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS (REROC) AND RIVERINA JOINT ORGANISATION (RIVJO)**

#### **RESOLUTION 124/2023**

Moved: Cr Abb McAlister

Seconded: Cr David Graham

**The Minutes of the Riverina Eastern Regional Organisation of Councils (REROC) and Riverina Joint Organisation (RivJO) Board Meetings held on 28<sup>th</sup> April 2023, attached to the report, be received and noted.**

**CARRIED**

## **8.2 BUSINESS**

### **8.2.1 DELIVERY PROGRAM/ OPERATIONAL PLAN QUARTERLY PROGRESS REPORT**

#### **RESOLUTION 125/2023**

Moved: Cr David Graham

Seconded: Cr Trevor Glover

**The Delivery Program incorporating the Operational Plan 2022/2023, quarterly progress report, (3<sup>rd</sup> Quarter January to March), attached to the report, be received and noted.**

**CARRIED**

### **8.2.2 DRAFT 2023/24 OPERATIONAL PLAN AND ASSOCIATED DOCUMENTS**

#### **RESOLUTION 126/2023**

Moved: Cr Trevor Glover

Seconded: Cr Logan Collins

**Council resolve that the Draft 2023/24 Operational Plan, inclusive of the Draft Revenue Policy, Draft Fees and Charges, Draft Operating Budget and Draft Capital Works Budget, be placed on public exhibition for a period of 28 days.**

**CARRIED**

**8.2.3 BUSINESS COOTAMUNDRA - MEMORANDUM OF UNDERSTANDING****RESOLUTION 127/2023**

Moved: Cr Trevor Glover

Seconded: Cr Logan Collins

- 1. Council delegate authority to the Interim General Manager to execute the Business Cootamundra Memorandum of Understanding 2023/24 on behalf of Cootamundra-Gundagai Regional Council.**
- 2. Council provide a financial contribution to Business Cootamundra of \$34,500, plus GST, reflecting an increase of 3.7% over the current year provision.**

**CARRIED**

**8.2.4 COMMUNICATION AND ENGAGEMENT STRATEGY UPDATE****RESOLUTION 128/2023**

Moved: Cr David Graham

Seconded: Cr Abb McAlister

**The draft Communications and Engagement Strategy, attached to the report, be endorsed.**

**CARRIED**

**8.2.5 COOTAMUNDRA HERITAGE CENTRE MANAGEMENT S.355 COMMITTEE MEETING MINUTES****RESOLUTION 129/2023**

Moved: Cr Logan Collins

Seconded: Cr Trevor Glover

**The Minutes of the Cootamundra Heritage Centre Management s.355 Committee Meetings held 4 April 2023 and 1 May 2023, attached to the report, be received and noted.**

**CARRIED**



**8.2.6 MUTTAMA HALL MANAGEMENT S.355 COMMITTEE MEETING MINUTES AND FEES****RESOLUTION 130/2023**

Moved: Cr Trevor Glover

Seconded: Cr David Graham

- 1. The Minutes of the Muttama Hall Management s.355 Committee Meetings held, 8 November 2022, 22 February 2023, 22 March 2023 and 12 April 2023 attached to the report, be received and noted.**
- 2. The proposed 2023/24 fees and charges schedule of hall hire charges for the Muttama Hall Management Committee, attached to the report, be listed in the 2023/24 CGRC Operational Plan Fees and Charges.**

**CARRIED**

**8.2.7 STOCKINBINGAL ELLWOOD'S HALL S.355 COMMITTEE MEETING MINUTES****RESOLUTION 131/2023**

Moved: Cr David Graham

Seconded: Cr Logan Collins

- 1. The Minutes of the Stockinbingal Ellwood's Hall s.355 Committee meeting held 27 April 2023, attached to the report, be received and noted.**
- 2. Consideration be given to the recommendations detailed in the report and attached minutes.**
  - 2.1. That a secure donation box be installed at the Stockinbingal Recreation Ground.**
  - 2.2. Signage be installed at the Pump Track area at the back of the Stockinbingal Recreation Grounds to prevent vehicles driving in the wet areas.**

**CARRIED**

**8.3 FINANCE****8.3.1 MARCH 2023 QUARTERLY BUDGET REVIEW STATEMENT****RESOLUTION 132/2023**

Moved: Cr David Graham

Seconded: Cr Trevor Glover

- 1. The March 2023 Quarterly Budget Review be received and noted.**
- 2. The budget variations listed in the report be adopted.**

**CARRIED**

**Note:** The adjustment to the oncosts was incorrectly allocated to the water and sewer fund. The figures have been reallocated to the correct fund, being the general fund. This adjustment hasn't led to any budgetary adjustments at a consolidated level, other than the adjustments that were presented in the report.

**8.3.2 RESTRICTED CASH RECONCILIATION****RESOLUTION 133/2023**

Moved: Cr Abb McAlister

Seconded: Cr Logan Collins

**The Restricted Cash Reconciliation report, be received and noted.**

**CARRIED**

**8.3.3 FINANCE UPDATE - OPERATIONAL AND CAPITAL INCOME & EXPENDITURE****RESOLUTION 134/2023**

Moved: Cr Abb McAlister

Seconded: Cr David Graham

**The Finance Update report, be received and noted.**

**CARRIED**

**8.3.4 INVESTMENT REPORT - APRIL 2023****RESOLUTION 135/2023**

Moved: Cr Abb McAlister

Seconded: Cr David Graham

**The report detailing Council Cash and Investments as at 30 April 2023, be received and noted.****CARRIED****8.4 SUSTAINABLE DEVELOPMENT****8.4.1 DRAFT COMPLIANCE AND ENFORCEMENT POLICY****RESOLUTION 136/2023**

Moved: Cr Logan Collins

Seconded: Cr Trevor Glover

**That Council resolve:**

- 1. To place the Draft *Compliance and Enforcement Policy* on public exhibition for a period of 28 days.**
- 2. That, if no submissions are received during the exhibition period that would require material alteration to the draft *Compliance and Enforcement Policy*, it be adopted.**

**CARRIED****8.4.2 DEVELOPMENT APPLICATIONS APPROVED APRIL 2023****RESOLUTION 137/2023**

Moved: Cr Abb McAlister

Seconded: Cr Logan Collins

**The information on Development Applications approved in April 2023, be received and noted.****CARRIED**

## **8.5 ENGINEERING COOTAMUNDRA**

### **8.5.1 DRAFT RISK MANAGEMENT POLICY**

#### **RESOLUTION 138/2023**

Moved: Cr Trevor Glover

Seconded: Cr Logan Collins

**The new Draft Risk Management Policy, attached to the report, be adopted.**

**CARRIED**

### **8.5.2 DRAFT MANAGING UNREASONABLE COMPLAINANT CONDUCT POLICY AND PROCEDURE**

#### **RESOLUTION 139/2023**

Moved: Cr Logan Collins

Seconded: Cr Abb McAlister

**The draft Managing Unreasonable Complainant Conduct Policy, Procedure, Risk Assessment Worksheet and Unreasonable Complainant Conduct Form, attached to the report be adopted.**

**CARRIED**

### **8.5.3 CGRC ENGINEERING REPORT - MAY 2023**

#### **RESOLUTION 140/2023**

Moved: Cr Logan Collins

Seconded: Cr Trevor Glover

**The CGRC Engineering Report for the month of May 2023 be noted.**

**CARRIED**

## **8.6 ENGINEERING GUNDAGAI**

Nil

**8.7 REGIONAL SERVICES GUNDAGAI**

**8.7.1 REGIONAL SERVICES GUNDAGAI WORKS REPORT**

**RESOLUTION 141/2023**

Moved: Cr David Graham

Seconded: Cr Abb McAlister

**The Regional Services Gundagai Works report for March/April be noted.**

**CARRIED**

**8.8 REGIONAL SERVICES COOTAMUNDRA**

Nil

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

Nil

**10 QUESTIONS WITH NOTICE**

Nil

**11 CONFIDENTIAL ITEMS**

Nil

**The Meeting closed at 6:34pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 27 June 2023.**



**CHAIRPERSON**



**GENERAL MANAGER**