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

# Business Paper

## ORDINARY COUNCIL MEETING

### COUNCIL CHAMBERS, GUNDAGAI

### 6:00PM, Tuesday 28th November, 2023

**Administration Centres: 1300 459 689**

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

NOTICE OF MEETING

An Ordinary Meeting of Council will be held in the Council Chambers, Gundagai on:

# Tuesday, 28th November, 2023 at 6:00PM

The agenda for the meeting is enclosed.

Steve McGrath
Interim General Manager

**Live Streaming of Meetings Statement**

**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. Please refrain from making any defamatory statements.**

# AGENDA

## Order Of Business


**1 Acknowledgement of Country ..... 5**

**2 Open Forum ..... 5**

**3 Apologies ..... 5**

**4 Disclosures of Interest ..... 5**

**5 Confirmation of Minutes ..... 6**

5.1 Minutes of the Ordinary Meeting of Council held on Tuesday 24 October 2023 ..... 6

5.2 Minutes of the Extraordinary Meeting of Council held on Wednesday 18 October 2023 ..... 23

**6 Mayoral Minutes ..... 28**

6.1 Mayoral Minute - Councillor Engagement ..... 28

**7 Reports from Committees ..... 30**

7.1 Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held on Thursday 9 November 2023 ..... 30

**8 General Manager's Report ..... 39**

**8.1 General Manager Office ..... 40**

8.1.1 Christmas and New Year Closure ..... 40

8.1.2 Riverina Eastern Regional Organisation of Councils (REROC) Meeting Minutes ..... 42

8.1.3 LGNSW Annual Conference - ALGWA (Australian Local Government Women's Association) NSW Breakfast 14 November 2023 ..... 158

**8.2 Business ..... 161**

8.2.1 Cootamundra Beach Volleyball Event Licence/Mou ..... 161

8.2.2 Christmas Celebrations ..... 180

8.2.3 Business Cootamundra Request for Assistance ..... 187

8.2.4 Customer Service Charter ..... 193

8.2.5 Draft Data Breach Policy ..... 199

8.2.6 Code of Conduct Complaint Statistics ..... 206

8.2.7 Annual Report 2022/2023 ..... 210

8.2.8 Delivery Program/ Operational Plan Quarterly Progress Report ..... 390

8.2.9 Stockinbingal Ellwood's Hall s.355 Committee Meeting Minutes ..... 427

8.2.10 The Arts Centre Cootamundra s.355 Committee Meeting Minutes ..... 431

**8.3 Finance ..... 438**
8.3.1 Presentation of Audited Financial Statements ..... 438
8.3.2 Finance Update - October 2023 ..... 544
8.3.3 Restricted Cash Reconciliation ..... 548
8.3.4 Early Repayment of Grader Loan ..... 550
8.3.5 Quarterly Budget Review Statement - September 2023 ..... 551
8.3.6 Investment Report - October 2023 ..... 568
**8.4 Sustainable Development ..... 573**
8.4.1 Flood Study for the Villages of Coolac, Nangus, Tumblong and Darbarlara ..... 573
**8.5 Engineering Cootamundra ..... 576**
8.5.1 CGRC Engineering Report - November 2023 ..... 576
**8.6 Engineering Gundagai ..... 578**
8.6.1 Gundagai Rail Bridge ..... 578
**8.7 Regional Services Gundagai ..... 587**
8.7.1 Regional Services Gundagai Works Report for November 2023 ..... 587
**8.8 Regional Services Cootamundra ..... 592**
8.8.1 Regional Services October Works Report ..... 592
**9 Motion of which Notice has been Given ..... 596**
9.1 Notice of Motion - Village Flood Study (Wallendbeen, Stockinbingal & Muttama) ..... 596
9.2 Notice of Motion - Road Closure costs associated with Christmas Celebrations ..... 597
**10 Questions with Notice ..... 598**
**11 Confidential Items ..... 599**
11.1 Closed Council Report ..... 599
11.2 Leasing of Land at the Cootamundra Aerodrome - Expression of Interest ..... 599
11.3 Inland Rail Project - Council Road Licence and Acquisitions ..... 600
11.4 Resumption of Open Council Meeting ..... 600
11.5 Announcement of Closed Council Resolutions ..... 600

## 1 ACKNOWLEDGEMENT OF COUNTRY

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

## ADJOURN MEETING FOR OPEN FORUM

## 2 OPEN FORUM

## RESUME OPEN MEETING

## 3 APOLOGIES

## 4 DISCLOSURES OF INTEREST

# 5 CONFIRMATION OF MINUTES

## 5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 24 OCTOBER 2023

| | |
|---|---|
| REPORTING OFFICER | Teresa Breslin, Executive Assistant to Mayor and General Manager |
| AUTHORISING OFFICER | Steve McGrath, Interim 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 October 2023<br>2. Confidential Minutes of the Closed Session of Council held on Tuesday 24 October 2023 – **Confidential (under sperate cover)** |

**RECOMMENDATION**

1. **The Minutes of the Ordinary Meeting of Council held on Tuesday 24 October 2023 be confirmed as a true and correct record of the meeting.**
2. **The Confidential Minutes of the Closed Session of Council held on Tuesday 24 October 2023 be confirmed as a true and correct record of the meeting.**

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

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

# Minutes

## ORDINARY COUNCIL MEETING

### ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA

### 6:00PM, TUESDAY 24th October, 2023

**Administration Centres: 1300 459 689**

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL**
**ORDINARY COUNCIL MEETING**
**HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA**
**ON TUESDAY, 24 OCTOBER 2023 AT 6:00PM**

**PRESENT:** Cr Charlie Sheahan (Mayor), Cr Gil Kelly (Deputy Mayor), Cr Leigh Bowden, Cr Les Boyd, Cr Logan Collins, Cr Trevor Glover, Cr David Graham, Cr Abb McAlister, Cr Penny Nicholson

**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)

## 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

### 3.1 APOLOGIES

Nil

### 3.2 LEAVE OF ABSENCE

Nil

## 4 DISCLOSURES OF INTEREST

Leigh Bowden – Item 8.2.1 - significant non-pecuniary

Abb McAlister – Item 8.4.2 – non-pecuniary interest

## 5 CONFIRMATION OF MINUTES

### 5.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON TUESDAY 26 SEPTEMBER 2023

**RESOLUTION 259/2023**

Moved: Cr Gil Kelly
Seconded: Cr Logan Collins

**The Minutes of the Ordinary Meeting of Council held on Tuesday 26 September 2023 be confirmed as a true and correct record of the meeting.**

**CARRIED**

## 6 MAYORAL MINUTES

### 6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT

**RESOLUTION 260/2023**

Moved: Cr Charlie Sheahan
Seconded: Cr Leigh Bowden

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

**CARRIED**

Correction:
*Cr Bowden attended the Ellwood's Hall s.355 Committee Meeting on 28th September 2023 (not the 26th).*

Mayor noted the many years' service of Andrew Brock, current Manger Regional Services Gundagai. Andrew is leaving CGRC to pursue other endeavours and we wish him well.

## 7 REPORTS FROM COMMITTEES

Nil

## 8 GENERAL MANAGER'S REPORT

## 8.1 GENERAL MANAGER OFFICE

### 8.1.1 DRAFT COUNCILLOR AND STAFF INTERACTION POLICY

**RESOLUTION 261/2023**

Moved: Cr David Graham
Seconded: Cr Logan Collins

**The draft Councillor and Staff Interaction Policy be adopted.**

**CARRIED**

### 8.1.2 LOCAL GOVERNMENT REMUNERATION TRIBUNAL 2024 ANNUAL REVIEW

**RESOLUTION 262/2023**

Moved: Cr Abb McAlister
Seconded: Cr David Graham

**The Local Government Remuneration Tribunal annual review notification, attached to the report, be received and noted.**

**CARRIED**

## 8.2 BUSINESS

At 6:06pm, Cr Leigh Bowden left the meeting due to significant non-pecuniary conflict of interest.

### 8.2.1 EXPRESSION OF INTEREST - COOTAMUNDRA CHRISTMAS CELEBRATIONS

**RESOLUTION 263/2023**

Moved: Cr Gil Kelly
Seconded: Cr Logan Collins

**That the Expression of Interest from the Coota District Co-op, attached to the report, be endorsed and funding allocated to hold the Cootamundra Christmas Celebration.**

**CARRIED**

At 6:10 pm, Cr Leigh Bowden returned to the meeting.

### 8.2.2 COMMUNITY DONATIONS POLICY REVIEW

**RESOLUTION 264/2023**

Moved: Cr Leigh Bowden
Seconded: Cr Trevor Glover

1. **Council place the reviewed draft Community Donations Policy, attached to the report, on public exhibition for a period of not less than 28 days.**
2. **The Policy be adopted under delegation should there be no submissions that warrant significant changes to the Policy.**
3. **The appropriate provision for the budgeting and funding of the Community Donations program be included in the 2024/2025 Operational Plan.**

**CARRIED**

### 8.2.3 DRAFT PUBLIC INTEREST DISCLOSURE (INTERNAL REPORTING) POLICY

**RESOLUTION 265/2023**

Moved: Cr Les Boyd
Seconded: Cr Penny Nicholson

**The Draft Public Interest Disclosure (Internal Reporting) Policy, attached to the report, be adopted.**

**CARRIED**

### 8.2.4 TABLING OF PECUNIARY INTEREST RETURNS

**RESOLUTION 266/2023**

Moved: Cr David Graham
Seconded: Cr Trevor Glover

**The tabling of pecuniary interest returns from Councillors and designated persons be noted.**

**CARRIED**

### 8.2.5 THE ARTS CENTRE COOTAMUNDRA S.355 COMMITTEE MEETING MINUTES

**RESOLUTION 267/2023**

Moved: Cr Leigh Bowden
Seconded: Cr Abb McAlister

**The Minutes of The Arts Centre Cootamundra s.355 Committee Meeting held 21 September 2023 attached to the report, be received and noted.**

**CARRIED**

### 8.2.6 BRADMAN BIRTHPLACE S.355 COMMITTEE AGM MEETING MINUTES, MEMBERSHIP AND CHAIRMAN'S REPORT

**RESOLUTION 268/2023**

Moved: Cr Gil Kelly
Seconded: Cr Logan Collins

1. **The Minutes and Chairman's report of the Bradman Birthplace s.355 Committee Annual General Meeting (AGM) held on 21 September 2023, attached to the report, be received and noted.**
2. **The office bearers and membership of the Bradman Birthplace s.355 Committee as detailed in the report and attached AGM minutes, be endorsed.**

**CARRIED**

### 8.2.7 MUTTAMA CREEK REGENERATION GROUP S.355 COMMITTEE MEETING MINUTES

**RESOLUTION 269/2023**

Moved: Cr Les Boyd
Seconded: Cr Logan Collins

**The Minutes of the Muttama Creek Regeneration Group s.355 Committee meeting held 7 August 2023, attached to the report be, received and noted.**

**CARRIED**

### 8.2.8 STOCKINBINGAL ELLWOOD'S HALL S.355 COMMITTEE MEETING MINUTES

**RESOLUTION 270/2023**

Moved: Cr Leigh Bowden
Seconded: Cr Gil Kelly

**The Minutes of the Stockinbingal Ellwood's Hall s.355 Committee Ordinary Meeting held on 28 September 2023 attached to the report, be received and noted.**

**CARRIED**

### 8.2.9 COOTAMUNDRA HERITAGE CENTRE MANAGEMENT S.355 COMMITTEE MEETING MINUTES

**RESOLUTION 271/2023**

Moved: Cr Les Boyd
Seconded: Cr Leigh Bowden

**The Minutes of the Cootamundra Heritage Centre Management s.355 Committee Meeting held 8 October 2023, attached to the report, be received and noted.**

**CARRIED**

### 8.2.10 MUTTAMA HALL MANAGEMENT S.355 COMMITTEE MEETING MINUTES

**RESOLUTION 272/2023**

Moved: Cr Trevor Glover
Seconded: Cr Penny Nicholson

**The Minutes of the Muttama Hall Management s.355 Committee Meetings held, 11 October 2023, attached to the report, be received and noted.**

**CARRIED**

## 8.3 FINANCE

### 8.3.1 LODGEMENT OF FINANCIAL STATEMENTS

**RESOLUTION 273/2023**

Moved: Cr David Graham
Seconded: Cr Logan Collins

1. **The Mayor, Deputy Mayor, Interim General Manager and Responsible Accounting Officer be delegated to sign the Statements by Council and Management for the 2023 General Purpose Financial Statements and 2023 Special Purpose Financial Statements for Cootamundra-Gundagai Regional Council.**
2. **The Interim General Manager be authorised to lodge the 2023 General Purpose Financial Statements and 2023 Special Purpose Financial Statements for Cootamundra-Gundagai Regional Council to the NSW Office of Local Government.**
3. **The normalised income statement and sustainable budget result be received and noted.**

**CARRIED**

### 8.3.2 FINANCE UPDATE - OPERATIONAL INCOME & EXPENDITURE AND CAPITAL EXPENDITURE

**RESOLUTION 274/2023**

Moved: Cr Leigh Bowden
Seconded: Cr Trevor Glover

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

**CARRIED**

### 8.3.3 RESTRICTED CASH RECONCILIATION

**RESOLUTION 275/2023**

Moved: Cr Abb McAlister
Seconded: Cr Penny Nicholson

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

**CARRIED**

### 8.3.4 INVESTMENT REPORT - SEPTEMBER 2023

**RESOLUTION 276/2023**

Moved: Cr David Graham
Seconded: Cr Leigh Bowden

**The report detailing Council Cash and Investments as at 30 September 2023, be received and noted.**

**CARRIED**

## 8.4 SUSTAINABLE DEVELOPMENT

### 8.4.1 DEVELOPMENT APPLICATION 2023/100 - 601 OLD COOTAMUNDRA ROAD, COOTAMUNDRA

**RESOLUTION 277/2023**

Moved: Cr Gil Kelly
Seconded: Cr Leigh Bowden

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

- **Application No: DA2023/100**
- **Property: Lot: 13 DP: 1092831, 601 Old Cootamundra Road, Cootamundra**
- **Erection of a building and carrying out of works for the purpose of additions and alterations to existing dwelling house and use of land and erection of a building and carrying out of works for the purpose a Secondary Dwelling**

**General Conditions**

**1 Compliance with Building Code of Australia and insurance requirements under Home Building Act 1989**

1. **It is a condition of a development consent for development that involves building work that the work must be carried out in accordance with the requirements of the Building Code of Australia.**
2. **It is a condition of a development consent for development that involves residential building work for which a contract of insurance is required under the Home Building Act 1989, Part 6 that a contract of insurance is in force before building work authorised to be carried out by the consent commences.**
3. **It is a condition of a development consent for a temporary structure used as an entertainment venue that the temporary structure must comply with Part B1 and NSW Part H102 in Volume 1 of the Building Code of Australia.**
4. **In subsection (1), a reference to the Building Code of Australia is a reference to the Building Code of Australia as in force on the day on which the application for the construction certificate was made.**
5. **In subsection (3), a reference to the Building Code of Australia is a reference to the Building Code of Australia as in force on the day on which the application for development consent was made.**
6. **This section does not apply—**
    a. **to the extent to which an exemption from a provision of the Building Code of Australia or a fire safety standard is in force under the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021, or**
    b. **to the erection of a temporary building, other than a temporary structure to which subsection (3) applies.**

**Condition reason: Prescribed condition under section 69 of the Environmental Planning and Assessment Regulation 2021.**

**2 Erection of signs**

1. **This section applies to a development consent for development involving building work, subdivision work or demolition work.**
2. **It is a condition of the development consent that a sign must be erected in a prominent position on a site on which building work, subdivision work or demolition work is being carried out—**
    a. **showing the name, address and telephone number of the principal certifier for the work, and**
    b. **showing the name of the principal contractor, if any, for the building work and a telephone number on which the principal contractor may be contacted outside working hours, and**
    c. **stating that unauthorised entry to the work site is prohibited.**
3. **The sign must be—**
    a. **maintained while the building work, subdivision work or demolition work is being carried out, and**
    b. **removed when the work has been completed.**
4. **This section does not apply in relation to—**
    a. **building work, subdivision work or demolition work carried out inside an existing building, if the work does not affect the external walls of the building, or**
    b. **Crown building work certified to comply with the Building Code of Australia under the Act, Part 6.**

**Condition reason: Prescribed condition under section 70 of the Environmental Planning and Assessment Regulation 2021.**

**3 Fulfilment of BASIX commitments**

**It is a condition of a development consent for the following that each commitment listed in a relevant BASIX certificate is fulfilled—**

1. **BASIX development,**
2. **BASIX optional development, if the development application was accompanied by a BASIX certificate.**

**Condition reason: Prescribed condition under section 75 of the Environmental Planning and Assessment Regulation 2021.**

**4 Notification of Home Building Act 1989 requirements**

1. **This section applies to a development consent for development involving residential building work if the principal certifier is not the council.**

2. **It is a condition of the development consent that residential building work must not be carried out unless the principal certifier for the development to which the work relates has given the council written notice of the following—**
    a. **for work that requires a principal contractor to be appointed—**
        i. **the name and licence number of the principal contractor, and**
        ii. **the name of the insurer of the work under the Home Building Act 1989, Part 6,**
    b. **for work to be carried out by an owner-builder—**
        i. **the name of the owner-builder, and**
        ii. **if the owner-builder is required to hold an owner-builder permit under the Home Building Act 1989—the number of the owner-builder permit.**
3. **If the information notified under subsection (2) is no longer correct, it is a condition of the development consent that further work must not be carried out unless the principal certifier has given the council written notice of the updated information.**
4. **This section does not apply in relation to Crown building work certified to comply with the Building Code of Australia under the Act, Part 6.**

**Condition reason: Prescribed condition under section 71 of the Environmental Planning and Assessment Regulation 2021.**

**5 Approved plans and supporting documentation.**

**Development must be carried out in accordance with the following approved plans and documents, except where the conditions of this consent expressly require otherwise.**

**Approved plans**

| Plan number | Revision number | Plan title | Drawn by | Date of plan |
|---|---|---|---|---|
| Nil | Nil | Site Plan 1 | L. Izzard | 12 July 2023 |
| Nil | Nil | Site Plan 2 | L. Izzard | 12 July 2023 |
| Nil | Nil | Site Plan 3 | L. Izzard | undated |
| Drawing No. 1 | Nil | Floor Plan /Elevations | L. Izzard | 12 July 2023 |
| Drawing No. 2 | Nil | Elevations | L. Izzard | 12 July 2023 |
| Drawing No. 3 | Nil | Details | L. Izzard | 12 July 2023 |
| Drawing No. 4 | Nil | Schedule & BASIX Notes | L. Izzard | 12 July 2023 |
| Drawing No. 5 | Nil | Floor Plan /Elevations | L. Izzard | 12 July 2023 |
| Drawing No. 6. | Nil | Section A | L. Izzard | 12 July 2023 |

**Approved documents**

| Document title | Version number | Prepared by | Date of document |
|---|---|---|---|
| BASIX Certificate | A503852 | L Izzard | 31 July 2023 |
| BASIX Certificate | 1410927S | L Izzard | 31 July 2023 |
| Statement of Environmental effects | V2 | L Izzard | 8 October 2023 |

**In the event of any inconsistency with the approved plans and a condition of this consent, the condition prevails.**

**Condition reason: To ensure all parties are aware of the approved plans and supporting documentation that applies to the development.**

**Building Work**

**Before issue of a construction certificate**

**6 Long Service Levy**

**Before the issue of the relevant construction certificate, the applicable long service levy, must be paid to the Long Service Corporation or Council in accordance with section 34 of the Building and Construction Industry Long Service Payments Act 1986. Evidence of the payment is to be provided to the certifier.**

***Advisory Note: Cootamundra-Gundagai Regional Council is an authorised agent under the Building and Construction Industry Long Service Payments Act 1986 for the collection of long service levies.***

**Condition reason: To ensure the long service levy is paid.**

**7 Section 7.12 Contributions**

**Prior to the issue of a Construction Certificate outstanding Section 7.12 contributions must be paid in full.**

**Where separate or staged Construction Certificates are obtained for the dwelling additions and the secondary dwelling, the required payment may be made for that component of the development subject of the Construction Certificate.**

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

**Condition reason: To ensure Section 7.12 Developer Contributions are paid in accordance with Council's Section 7.12 policy as adopted 2018.**

**8 Plumbing and Drainage Works**

**An application shall be lodged and approved by Cootamundra Gundagai Regional Council under Section 68 of the Local Government Act for proposed water, sewerage and stormwater works prior to the issue of a Construction Certificate.**

**Condition reason: Statutory Compliance**

**9 Approval to Install and/or Alter an Onsite Sewage Management System**

**Approval must be obtained for the alteration and/or installation of an On-site Sewage Management System to service the development under Section 68 of the Local Government Act 1993.**

**Condition reason: To ensure the development is serviced by appropriate on-site sewage management system/s.**

**Before building work commences**

**10 Deliveries**

**While site work is being carried out, deliveries of material and equipment must only be carried out between—**

- **Mondays to Fridays - 7:00am to 6:00pm.**
- **Saturdays - 8:00am to 1:00pm.**
- **Not permitted on Sundays and Public Holidays.**

**Condition reason: To protect the amenity of neighbouring properties.**

**11 Erosion and sediment controls in place**

**Before any site work commences, the Principal Certifier, must be satisfied that erosion and sediment controls in the erosion and sediment control plan are in place. These controls must remain in place until any bare earth has been stabilized in accordance with 'Managing Urban Stormwater: Soils and Construction' prepared by Landcom (the Blue Book) (as amended from time to time).**

**Condition reason: To ensure sediment laden runoff and site debris do not impact local stormwater systems and waterways.**

**12 Construction Certificate**

**A Construction Certificate must be submitted and approved by a nominated Certifier prior to any building works taking place on the subject site. The Construction Certificate must be lodged via the NSW Planning Portal**

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

**13 Appointment of a Principle Certifying Authority**

**Prior to the commencement of any construction works, the person having benefit of this Development Consent must appoint a Principal Certifier.**

**Condition reason: To ensure legislative requirements are met**

**14 Notice of intention to commence erection of building work**

**The proponent must give the Principal Certifier at least 2 days' notice of their intention to commence building works. The notice of intention to commence building works must be lodged on the NSW Planning Portal in accordance with Section 6.6 of Environmental Planning and Assessment Act 1979 and Section 59 of Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.**

**Condition reason: To ensure legislative requirements are met**

**During building work**

**15 Discovery of relics and Aboriginal objects**

**While site work is being carried out, if a person reasonably suspects a relic or Aboriginal object is discovered:**

**a. the work in the area of the discovery must cease immediately.**

**b. the following must be notified**

**i. for a relic – the Heritage Council; or**

**ii. for an Aboriginal object – the person who is the authority for the protection of Aboriginal objects and Aboriginal places in New South Wales under the *National Parks and Wildlife Act 1974*, section 85.**

**Site work may recommence at a time confirmed in writing by:**

**a. for a relic – the Heritage Council; or**

**b. for an Aboriginal object – the person who is the authority for the protection of Aboriginal objects and Aboriginal places in New South Wales under the *National Parks and Wildlife Act 1974*, section 85.**

**Condition reason: To ensure the protection of objects of potential significance during works.**

**16 Hours of work**

**Site work must only be carried out between the following times –**

- **Mondays to Fridays - 7:00am to 6:00pm.**
- **Saturdays - 8:00am to 1:00pm; and**
- **No work is permitted on Sundays and Public Holidays.**

**Site work is not to be carried out outside of these times except where there is an emergency, or for urgent work directed by a police officer or a public authority.**

**Condition reason: To protect the amenity of the surrounding area.**

**17 Procedure for critical stage inspections**

**While building work is being carried out, the work must not continue after each critical stage inspection unless the principal certifier is satisfied the work may proceed in accordance with this consent and the relevant construction certificate.**

**Condition reason: To require approval to proceed with building work following each critical stage inspection.**

**18 Soil management**

**While site work is being carried out, the Principal Certifier must be satisfied all soil removed from or imported to the site is managed in accordance with the following requirements:**

**a. All excavated material removed from the site must be classified in accordance with the EPA's Waste Classification Guidelines before it is disposed of at an approved waste management facility, the classification and the volume of material removed must be reported to the principal certifier.**

**b. All fill material imported to the site must be:**

**a. Virgin Excavated Natural Material as defined in Schedule 1 of the *Protection of the Environment Operations Act 1997*; or**

**b. a material identified as being subject to a resource recovery exemption by the NSW EPA; or**

**c. a combination of Virgin Excavated Natural Material as defined in Schedule 1 of the *Protection of the Environment Operations Act 1997* and a material identified as being subject to a resource recovery exemption by the NSW EPA.**

**Condition reason: To ensure soil removed from the site is appropriately disposed of and soil imported to the site is not contaminated and is safe for future occupants.**

**19 Approved Plans**

**A copy of the endorsed plans, specifications, development consent, the Construction Certificate and any other Certificates to be relied upon shall be available on-site, at all times during construction.**

**Condition reason: The ensure compliance with relevant plans and approvals**

**20 Restricted Public Access**

**It is the responsibility of the proponent 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 SafeWork NSW Regulations.**

**Condition reason: To ensure public safety is maintained.**

**21 Earthworks**

**No earthworks are permitted to be undertaken beyond those detailed on the approved plans unless otherwise permitted by the exempt development provisions of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008**

**Condition reason: To ensure that the development is consistent with the approval**

**22 Roof Water**

**Roof water generated by the development must be directed to rainwater tanks in accordance with the relevant BASIX Certificates and overflow discharged:-**

- **to the watertable; and**
- **away from any buildings, structures, property boundaries and effluent disposal area;**

**The point of discharge from the overflow must be**

- **protected from being crushed or damaged; and**
- **provided with scour protection to prevent erosion**

**Condition reason: To ensure that roof water is disposed of without nuisance to neighbours, damage to property or the environment.**

**Before issue of an occupation certificate**

**23 Removal of waste upon completion**

**Before the issue of an Occupation Certificate:**

**1. all refuse, spoil and material unsuitable for use on-site must be removed from the site and disposed of in accordance with the approved waste management plan; and**

**2. written evidence of the waste removal must be provided to the satisfaction of the Principal Certifier.**

**Condition reason: To ensure waste material is appropriately disposed or satisfactorily stored.**

**24 Repair of infrastructure**

**Before the issue of an Occupation Certificate:**

**1. any public infrastructure damaged as a result of the carrying out of work approved under this consent (including damage caused by, but not limited to, delivery vehicles, waste collection, contractors, sub-contractors, concreting vehicles) must be fully repaired to the written satisfaction of Council, and at no cost to Council; or**

**2. if the works in (a) are not carried out to Council's satisfaction, Council may carry out the works required and the costs of any such works must be paid as directed by Council and in the first instance will be paid using the security deposit required to be paid under this consent.**

**Condition reason: To ensure any damage to public infrastructure is rectified.**

**25 Stabilisation of Earthworks**

**Prior to the issue of an Occupation Certificate all earthworks must be appropriately retained or battered at a ratio of not less than 1:2 (vertical: horizontal) and vegetated to prevent erosion.**

**Any retaining wall constructed on-site must comply with the exempt development provisions of State Environmental Planning Policy (Exempt and Complying development Codes) 2007 or have necessary development and construction approval.**

**Condition reason: To ensure earthworks are appropriately protected.**

**26 Approval to Operate a On-site Sewage Management System**

**Prior to the issue of an Occupation Certificate, Approval to Operate a On-site Sewage Management System must be obtained from Council for the system/s servicing the development.**

**Condition reason: To ensure the development is appropriately serviced by a system installed in accordance with relevant approvals and legislative controls.**

**27 Completion of Plumbing & Drainage Works**

**Prior to the issue of a Occupation Certificate for the works, all requirements of relevant approvals issued under Section 68 of the Local Government Act 1993 associated with water, sewer and stormwater works must be satisfied. Confirmation that works have been completed in accordance with the requirements of the associated Section 68 application must be obtained from Council.**

**Condition reason: To ensure plumbing and drainage has been undertaken in accordance with relevant requirement.**

| VOTING RECORD | |
|---|---|
| **FOR RESOLUTION** | **AGAINST RESOLUTION** |
| Cr Charlie Sheahan (Mayor)<br>Cr Gil Kelly<br>Cr Leigh Bowden<br>Cr Les Boyd<br>Cr Logan Collins<br>Cr Trevor Glover<br>Cr David Graham<br>Cr Abb McAlister<br>Cr Penny Nicholson | Nil |
| **ABSENT** | **DECLARED INTEREST** |
| Nil | Nil |

**CARRIED**

## 8.5 ENGINEERING COOTAMUNDRA

### 8.5.1 DRAFT WORKPLACE BULLYING POLICY

**RESOLUTION 278/2023**

Moved: Cr Logan Collins
Seconded: Cr Les Boyd

**The Draft Workplace Bullying Policy, attached to the report, be adopted.**

**CARRIED**

### 8.5.2 DRAFT WORKPLACE HARRASSMENT POLICY

**RESOLUTION 279/2023**

Moved: Cr Leigh Bowden
Seconded: Cr Les Boyd

**The Draft Workplace Harassment Policy, attached to the report, be adopted.**

**CARRIED**

### 8.5.3 CGRC ENGINEERING - OCTOBER 2023

**RESOLUTION 280/2023**

Moved: Cr Logan Collins
Seconded: Cr Penny Nicholson

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

**CARRIED**

## 8.6 ENGINEERING GUNDAGAI

### 8.6.1 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE FUNDING

**RESOLUTION 281/2023**

Moved: Cr David Graham
Seconded: Cr Les Boyd

**The allocation of the Local Roads and Community Infrastructure (LRCI) funding of $985,552 for Phase 4 Part A and $568,488 for Phase 4 Part B be endorsed by council, split between the projects detailed in the body of this report.**

**CARRIED**

## 8.7 REGIONAL SERVICES GUNDAGAI

### 8.7.1 REGIONAL SERVICES GUNDAGAI WORKS REPORT FOR OCTOBER 2023

**RESOLUTION 282/2023**

Moved: Cr David Graham
Seconded: Cr Leigh Bowden

**Regional Services Gundagai Report for October 2023, be received and noted.**

**CARRIED**

## 8.8 REGIONAL SERVICES COOTAMUNDRA

### 8.8.1 UTILISATION OF BRADMAN STREET WORKS DEPOT

**RESOLUTION 283/2023**

Moved: Cr Logan Collins
Seconded: Cr Gil Kelly

1. **The report on the proposed utilisation of the Bradman Street Depot, be received and noted.**
2. **That Council approve the temporary move of outdoor staff associated with operations, to the Bradman Street Depot until such time as a permanent single depot site can be established.**
3. **The $73,000 associated with the temporary move to Bradman Street depot be funded from budgets allocated to Gas Work Site Rehabilitation $35,000. (WO No. 3591) & Depot one Store Refurbishment $38,000 (WO No. 3590).**
4. **A future report to Council be provided that identifies a strategy and action plan for a single works depot location in Cootamundra, to enable pursuit of suitable funding source.**

**CARRIED**

### 8.8.2 REGIONAL SERVICES COOTAMUNDRA WORKS REPORT FOR OCTOBER 2023

**RESOLUTION 284/2023**

Moved: Cr Gil Kelly
Seconded: Cr Leigh Bowden

**The Cootamundra Regional Services Department, Monthly Works Report be received and noted.**

**CARRIED**

### 8.4.2 GRANT OF EASEMENT OVER LOT 3 DP 702858, 68 TUMBLONG RESERVE ROAD, TUMBLONG

**RESOLUTION 285/2023**

Moved: Cr David Graham
Seconded: Cr Les Boyd

**That Council resolve to grant the easement as proposed in the attached Plans and Terms.**

**CARRIED**

## 9 MOTION OF WHICH NOTICE HAS BEEN GIVEN

Nil

## 10 QUESTIONS WITH NOTICE

Nil

## 11 CONFIDENTIAL ITEMS

### 11.1 CLOSED COUNCIL REPORT

**RESOLUTION 286/2023**

Moved: Cr Leigh Bowden
Seconded: Cr David Graham

1. **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.**
2. **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.**

**CARRIED**

**RESUMPTION OF OPEN COUNCIL MEETING**

**RESOLUTION 287/2023**

Moved: Cr Leigh Bowden
Seconded: Cr Logan Collins

**The Open Council meeting resume.**

**CARRIED**

**ANNOUNCEMENT OF CLOSED COUNCIL RESOLUTIONS**

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

**11.2 GUNDAGAI SWIMMING POOL 23/24 SEASON-EXPRESSION OF INTEREST**

**RESOLUTION 288/2023**

Moved: Cr Penny Nicholson
Seconded: Cr Leigh Bowden

**Council endorse the awarding of the lease for the operation of the Gundagai Swimming Pool for the 2023/24 season to Defiance Co.**

**CARRIED**

**11.3 CLARON ESTATE DEVELOPMENT PROJECT**

**RESOLUTION 289/2023**

Moved: Cr Gil Kelly
Seconded: Cr Logan Collins

**Council allocate $100,000 from its Development (Land & Buildings) Reserve for the purpose of undertaking preliminary planning works for the Bartley Street Subdivision (Claron Estate).**

**CARRIED**

**The Meeting closed at 6:45pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 28 November 2023.**

**CHAIRPERSON** **GENERAL MANAGER**

## 5.2 MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 18 OCTOBER 2023

| | |
|---|---|
| REPORTING OFFICER | Teresa Breslin, Executive Assistant to Mayor and General Manager |
| AUTHORISING OFFICER | Steve McGrath, Interim General Manager |
| FINANCIAL IMPLICATIONS | There are no Financial implications associated with this report. |
| LEGISLATIVE IMPLICATIONS | There are no Legislative implications associated with this report. |
| POLICY IMPLICATIONS | There are no Policy implications associated with this report. |
| ATTACHMENTS | 1. Minutes of the Extraordinary Meeting of Council held on Wednesday 18 October 2023 |

**RECOMMENDATION**

**The Minutes of the Extraordinary Meeting of Council held on Wednesday 18 October 2023 be confirmed as a true and correct record of the meeting.**

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

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

# Minutes

## EXTRAORDINARY COUNCIL MEETING

### ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA

### 6.00pm, Wednesday 18th October, 2023

**Administration Centres: 1300 459 689**

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL**
**EXTRAORDINARY COUNCIL MEETING**
**HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA**
**ON WEDNESDAY, 18 OCTOBER 2023 AT 6.00PM**

**PRESENT:** Cr Charlie Sheahan (Mayor), Cr Gil Kelly (Deputy Mayor), Cr Leigh Bowden, Cr Les Boyd, Cr Logan Collins, Cr Trevor Glover, Cr David Graham, Cr Abb McAlister, Cr Penny Nicholson

**IN ATTENDANCE:** Steve McGrath (Interim General Manager), Paul Woods (Interim Deputy General Manager - CCD), Matt Stubbs (Deputy General Manager - Operations), Linda Wiles (Manager Business)

## 1 ACKNOWLEDGEMENT OF COUNTRY

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

**ADJOURN MEETING FOR OPEN FORUM**

**RESOLUTION 253/2023**

Moved: Cr Leigh Bowden
Seconded: Cr Trevor Glover

**Council adjourn for Open Forum.**

**CARRIED**

## 2 OPEN FORUM

List of Speakers

1. Gordon Linley – Gundagai in Exile – spoke in favour of demerge.

**RESUME OPEN MEETING**

**RESOLUTION 254/2023**

Moved: Cr Gil Kelly
Seconded: Cr Leigh Bowden

**Council resume the Open Meeting.**

**CARRIED**

## 3 APOLOGIES

### 3.1 APOLOGIES

Nil

### 3.2 LEAVE OF ABSENCE

Nil

## 4 DISCLOSURES OF INTEREST

Nil

The Mayor thanked Cr Bowden for her support during her time as Deputy Mayor, and welcomed Cr Kelly to the Deputy Mayor role.

## 5 GENERAL MANAGER'S REPORT

## 5.1 GENERAL MANAGER OFFICE

**MOTION**

**RESOLUTION 255/2023**

Moved: Cr Leigh Bowden
Seconded: Cr Trevor Glover

**That Council resolve into Committee of the Whole for the purpose of discussion in regard to general manager report 5.1.1 Demerger Status – CGRC.**

**CARRIED**

**MOTION**

**RESOLUTION 256/2023**

Moved: Cr Abb McAlister
Seconded: Cr David Graham

**That Council resolve to leave Committee of the Whole and resume open council.**

**CARRIED**

### 5.1.1 DEMERGER STATUS – CGRC

**RESOLUTION 257/2023**

Moved: Cr Penny Nicholson
Seconded: Cr Leigh Bowden

1. **Council seek further legal advice through its Solicitors, including the engagement of senior counsel, to provide advice to Council to progress the demerger of Cootamundra-Gundagai Regional Council;**
2. **Council engage Counsel House to undertake a campaign of advocacy and lobbying on behalf of Cootamundra-Gundagai Regional Council in pursuit of the demerger of Council to form two new Councils, Cootamundra and Gundagai;**
3. **Council resolve to prepare a detailed implementation plan which creates two sustainable councils in preparation for lodgement with the Minister for Local Government and the Local Government Boundaries Commission to pursue the demerger of Cootamundra-Gundagai Regional Council; and**
4. **Council allocate the sum of $230,000 in its 2023/24 budget for demerger planning, noting that such funding will have a negative impact on Councils operating result for the 2023/24 budget year.**

**CARRIED**

## 6 MOTION OF WHICH NOTICE HAS BEEN GIVEN

### 6.1 NOTICE OF MOTION - ARRANGE MEETING WITH THE HON WENDY TUCKERMAN AND THE HON STEPH COOKE RELATING TO DEMERGE

**RESOLUTION 258/2023**

Moved: Cr Logan Collins
Seconded: Cr Gil Kelly

**That CGRC immediately contact the Shadow Minister for Local Government (The Hon. Wendy Tuckerman - Member for Goulburn) and State Member (The Hon. Steph Cooke - Member for Cootamundra) to arrange to meet with council, senior staff and Human Resources to discuss the implications of the NSW Government's new method for a demerger as a matter of urgency.**

**CARRIED**

**The Meeting closed at 6:49pm.**

**The minutes of this meeting were confirmed at the Extraordinary Council Meeting held on 28 November 2023.**

**CHAIRPERSON** **GENERAL MANAGER**

# 6 MAYORAL MINUTES

## 6.1 MAYORAL MINUTE - COUNCILLOR ENGAGEMENT

| | |
|---|---|
| DOCUMENT NUMBER | 402615 |
| AUTHORISING OFFICER | Charlie Sheahan, Mayor |
| REPORTING OFFICER | Charlie Sheahan, Mayor |
| ATTACHMENTS | Nil |

To keep the community aware of Councillor and my engagements, on behalf of Council I intend to provide regular updates through my Mayoral Minutes.

**RECOMMENDATION**

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

18 October 2023

Crs Kelly (Deputy Mayor), Bowden, Boyd, Collins, Glover, Graham, McAlister, Nicholson and I, Cr Sheahan (Mayor) attended a Workshop and Extraordinary Council Meeting in Cootamundra.

Cr Glover attended a Riverina Regional Library meeting.

Cr Glover attended a meeting with resident regarding feedlot concerns.

19 October 2023

Cr Bowden attended The Art Centre Cootamundra (TACC) s.355 Committee Meeting.

20 October 2023

Cr Bowden attended the opening of Bye Bye Blackbird Gallery.

21 October 2023

Crs Kelly (Deputy Mayor) and Bowden attended the Cootamundra Show.

Cr Bowden attended the Ellwood's Hall Cabaret.

24 October 2023

Crs Kelly (Deputy Mayor), Bowden, Boyd, Collins, Glover, Graham, McAlister, Nicholson and I, Cr Sheahan (Mayor) attended a Workshop and Ordinary Council Meeting in Cootamundra.

25 October 2023

Crs Kelly (Deputy Mayor), Boyd, Collins, Glover, Graham, McAlister, Nicholson and I, Cr Sheahan (Mayor) attended a meeting with Shadow Minister, Wendy Tuckerman, and State Member, Steph Cooke.

Cr Bowden attended the winding up meeting of Business Cootamundra.

27-29 October 2023

Cr Bowden attended the ALGWA NSW Executive meeting at Picton (Wollondilly Shire).

31 October 2023

Cr Kelly (Deputy Mayor) attended a meeting with the Interim General Manager.

Cr Kelly (Deputy Mayor) attended a meeting with representatives of Cootamundra Business.

7 November 2023

Crs Glover and Graham attended an Audit Risk and Improvement Committee meeting.

8 November 2023

Cr Glover attended a Muttama Hall s.355 Committee meeting.

9 November 2023

Crs Bowden and Collins a meeting with the Interim General Manager to discuss the Business Paper for the LGNSW Conference.

11 November 2023

Cr Kelly (Deputy Mayor) attended Remembrance Day memorial service in Cootamundra.

Cr McAlister attended Remembrance Day memorial service in Gundagai.

12-14 November 2023

Cr Collins attended the LGNSW Annual Conference.

13-14 November 2023

Cr Bowden attended the LGNSW Annual Conference.

14 November 2023

Cr Bowden attended the ALGWA (Australian Local Government Women's Association) NSW Breakfast.

15 November 2023

Cr Kelly (Deputy Mayor) attended a Showground Users Group s.355 committee meeting.

16 November 2023

Cr Kelly (Deputy Mayor) attended the Proud and Deadly Awards at Cootamundra High School.

17 November 2023

I, Cr Sheahan (Mayor) attended a catch-up meeting with the Interim General Manager.

# 7 REPORTS FROM COMMITTEES

## 7.1 MINUTES OF THE COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING HELD ON THURSDAY 9 NOVEMBER 2023

| | |
|---|---|
| REPORTING OFFICER | Kylie Grybaitis, Road Safety Officer |
| AUTHORISING OFFICER | Matt Stubbs, Deputy General Manager - Operations |
| 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 Cootamundra-Gundagai Local Traffic Committee Meeting held on Thursday 9 November 2023 |

**RECOMMENDATION**

1. **The Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held on Thursday 9 November 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:**

    **3.1 That NO STOPPING regulatory signage be installed 10 metres from the Bourke Street and Wallendoon Street intersecting roads off Cooper Lane in accordance with the NSW Road Rules 2008, clause 170.**

    **3.2 That Council seek funding opportunities for the installation of night visible kerbside numbering and directional street signage to assist emergency services with locating properties quickly.**

    **3.3 That further investigation commences regarding the necessity for the installation of vehicle, school bus and pedestrian separation zones at Cootamundra High School and Cootamundra Public School.**

    **3.4 That the vegetation restricting sight distance on the Wallendoon Street blister at the Cooper Street pedestrian crossing intersection be trimmed to improve visibility concerns.**

    **3.5 That School Route Bus Route Warning Signage only be considered for prioritised roads after further investigations and discussion with bus operators.**

    **3.6 That marked NO PARKING bays be painted on the roadway outside of each of the three (3) driveways exiting the Sacred Heart School car park located off Morris Street, Cootamundra following further consultation with Sacred Heart School management.**

    **3.7 That the Salvation Army Toy Run Event with the assistance of the Cootamundra Antique Motor Club scheduled for Saturday 9 December 2023 be approved and a Road Occupancy Licence be granted.**

    **3.8 That the Snake Gully Cup Carnival scheduled for the 17 and 18 November 2023 be noted.**

**3.9 That approval be given to the Gundagai Business Network to hold the 2023 Christmas on Sheridan event on Friday 8 December 2023 subject to the following conditions:**

**a) The temporary closure of Sheridan Street between 4pm and 10pm on Friday 8 December 2023.**

**b) That all businesses along the route be advised and road closure advertised throughout the community.**

**c) The event organiser complies with any conditions set by Council and the NSW Police.**

**d) The Event Management Plan (EMP) is completed and submitted to Council (attached).**

**e) A current Certificate of Currency (COC) is submitted to Council noting Council, TfNSW and NSW Police as interested parties (attached).**

**f) Council to provide a Traffic Guidance Scheme (TGS attached) and arrange placement and removal of all road barriers.**

**3.10 That approval be given to The Coota District Coop Ltd to hold the 2023 Christmas in Coota event on Thursday 14th December 2023 subject to the following conditions:**

**a) The temporary closure of Parker Street between 3:30pm and 10pm on Thursday 14th December 2023 from Wallendoon Street to Adams Street.**

**b) That all businesses along the route be advised and road closure advertised throughout the community.**

**c) The event organiser complies with any conditions set by Council and the NSW Police.**

**d) The Event Management Plan (EMP) is completed and submitted to Council (attached).**

**e) A current Certificate of Currency (COC) is submitted to Council noting Council, TfNSW and NSW Police as interested parties (attached).**

**f) Council to provide a Traffic Guidance Scheme (TGS).**

Discussion

The Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held 9 November 2023 are submitted for the information of Council and the community.

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

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

# Minutes

## COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING

**ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA**

**10:00AM, THURSDAY 9th November, 2023**

**Administration Centres: 1300 459 689**

**MINUTES OF COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL**
**COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING**
**HELD AT THE ALBY SCHULTZ MEETING CENTRE, COOTAMUNDRA**
**ON THURSDAY, 9 NOVEMBER 2023 AT 10:00AM**

**PRESENT:** Gwen Norman (Local Electorate Representative), Sergent Steven Magnone (Traffic and Highway Patrol Gundagai), Tim Brakenridge (Acting Inspector), Frank Goodyer (Associate Community & Safety Partner TfNSW), Paul Matheson (Community and Safety Support Officer TfNSW)

**IN ATTENDANCE:** Mark Ellis (Manager Engineering Cootamundra), Thomas Hogg (Acting Manager of Engineering Gundagai), Kylie Grybaitis (Road Safety Officer)

## 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 APOLOGIES AND LEAVE OF ABSENCE

### 2.1 APOLOGIES

Logan Collins (Councillor)

Greg Mineham (Community & Safety Support Officer TfNSW)

Leading Senior Constable Paul Kemp (Riverina Highway Patrol Cootamundra)

### 2.2 LEAVE OF ABSENCE

Nil

## 3 DISCLOSURES OF INTEREST

Nil

## 4 CONFIRMATION OF MINUTES

### 2.1 MINUTES OF THE COOTAMUNDRA-GUNDAGAI LOCAL TRAFFIC COMMITTEE MEETING HELD ON THURSDAY 10 AUGUST 2023

**RECOMMENDATION**

**The Minutes of the Cootamundra-Gundagai Local Traffic Committee Meeting held on Thursday 10 August 2023 be confirmed as a true and correct record of the meeting.**

Moved: Gwen Norman

Seconded: Steven Magnone

## 5 REPORTS

### 3.1 COOPER LANE SIGNAGE REVIEW, COOTAMUNDRA

**RECOMMENDATION**

**That NO STOPPING regulatory signage be installed 10 metres from the Bourke Street and Wallendoon Street intersecting roads off Cooper Lane in accordance with the NSW Road Rules 2008, clause 170.**

Discussion:
Council to replace current signage in Cooper Lane with compliant NSW signage at the statutory NO STOPPING distance of 10 meters from unsignalised intersections as in accordance with NSW Road Rules 2008, clause 170. Laneway monitoring has indicated no further need for additional signage at this stage.

Connected businesses and premises will be notified of the intent to install the new signage and a public education campaign will be conducted by Council increase awareness of parking zones.

### 3.2 KERBSIDE NUMBERING & DIRECTIONAL STREET SIGNAGE

**RECOMMENDATION**

**That Council seek funding opportunities for the installation of night visible kerbside numbering and directional street signage to assist emergency services with locating properties quickly.**

Discussion:
Street signage must be in accordance with Australian Standards and all consequences considered when facing State roads. It was noted that the implementation of visible kerbside numbering and directional street signage would be of significant assitance to the NSW Police. Installation does not require LTC approval.

### 3.3 PEDESTRIAN, VEHICLE AND SCHOOL BUS SEPARATION IN SCHOOL ZONES, COOTAMUNDRA

**RECOMMENDATION**

**That further investigation commence regarding the necessity for the installation of vehicle, school bus and pedestrian separation zones at Cootamundra High School and Cootamundra Public School.**

Discussion:
Further investigations and data are required to understand the necessity for vehicle, pedestrian and bus separation. Suggestion be made to Bus Service operators to provide near miss reports to assist with monitoring current traffic conditions. RSO to conduct further public education campagins regarding school zones and bus safety.

### 3.4 VISIBILITY CONCERNS AT THE WALLENDOON AND COOPER STREET INTERSECTION, COOTAMUNDRA

**RECOMMENDATION**

**That the vegetation restricting sight distance on the Wallendoon Street blister at the Cooper Street pedestrian crossing intersection be trimmed to improve visibility concerns.**

Discussion:

Vegetation growth causing visibility issues for road users is a Council matter and does not require TfNSW approval.

### 3.5 SCHOOL BUS ROUTE WARNING SIGNAGE

**RECOMMENDATION**

**That School Route Bus Route Warning Signage only be considered for prioritised roads after further investigations and discussion with bus operators.**

Discussion:
Further investigations are required to determine troublesome roads in the region. Police will assist with enforcement and public education regarding the *Passing Vehicles with Flashing Lights* road rule. The RSO will conduct additional social media campaigns to increase community awareness. Traffic data collection and bus operator consultation will provide additional information to assist with prioritising roads that may require Bus Route Warning signage. Sign W6-204 is not a regulatory sign and will not require TfNSW approval.

### 3.6 VISIBILTY CONCERNS AT SACRED HEART SCHOOL DRIVEWAYS, COOTAMUNDRA

**RECOMMENDATION**

**That marked NO PARKING bays be painted on the roadway outside of each of the three (3) driveways exiting the Sacred Heart School car park located off Morris Street, Cootamundra following further consultation with Sacred Heart School management.**

Discussion:
Marked NO PARKING bays with a large cross indicate the presence of a driveway access point and remind road users to park clear of the location. The marked bay also provides extra space for the exiting road users to navigate oncoming traffic and pedestrians. This is the preferred option over additional NO STOPPING signage which would reduce parking availability and result in further congestion.

Sacred Heart School will be consulted prior to installation. Marked NO PARKING bays do not require LTC approval.

### 3.7 COOTAMUNDRA SALVATION ARMY TOY RUN 2023

**RECOMMENDATION**

**That the Salvation Army Toy Run Event with the assistance of the Cootamundra Antique Motor Club scheduled for Saturday 9 December 2023 be approved and a Road Occupancy Licence be granted.**

Discussion:
Approval granted.

### 3.8 SNAKE GULLY CUP CARNIVAL GUNDAGAI 2023

**RECOMMENDATION**

**That the Snake Gully Cup Carnival scheduled for the 17 and 18 November 2023 be noted.**

Discussion:
Event noted.

### 3.9 CHRISTMAS ON SHERIDAN 2023

**RECOMMENDATION**

**That approval be given to the Gundagai Business Network to hold the 2023 Christmas on Sheridan event on Friday 8 December 2023 subject to the following conditions:**

a) **The temporary closure of Sheridan Street between 4pm and 10pm on Friday 8 December 2023;**
b) **That all businesses along the route be advised and road closure advertised throughout the community;**
c) **The event organiser complies with any conditions set by Council and the NSW Police;**
d) **The Event Management Plan (EMP) is completed and submitted to Council (attached);**
e) **A current Certificate of Currency (COC) is submitted to Council noting Council, TfNSW and NSW Police as interested parties (attached);**
f) **Council to provide a Traffic Guidance Scheme(TGS attached) and arrange placement and removal of all road barriers.**

Discussion:
Approval granted.

### 3.10 CHRISTMAS IN COOTA 2023

**RECOMMENDATION**

**That approval be given to The Coota District Coop Ltd to hold the 2023 Christmas in Coota event on Thursday 14th December 2023 subject to the following conditions:**

1. **The temporary closure of Parker Street between 3:30pm and 10pm on Thursday 14th December 2023 from Wallendoon Street to Adams Street;**
2. **That all businesses along the route be advised and road closure advertised throughout the community;**
3. **The event organiser complies with any conditions set by Council and the NSW Police;**
4. **The Event Management Plan (EMP) is completed and submitted to Council (attached);**
5. **A current Certificate of Currency (COC) is submitted to Council noting Council, TfNSW and NSW Police as interested parties (attached);**
6. **Council to provide a Traffic Guidance Scheme(TGS).**

Discussion:
Approval granted.

Concerns noted regarding social media posts regarding volunteers and warden duites to assist with the event. The RSO will investigate and refer to the WHS Officer if required.

### 3.11 2023 UPCOMING EVENTS

**RECOMMENDATION**

**For the Committee's information.**

No concerns noted.

### 3.12 DATES FOR FUTURE LOCAL TRAFFIC COMMITTEE MEETINGS

**RECOMMENDATION**

**That the dates for the 2024 Local Area Traffic Committee Meetings be scheduled.**

Meeting dates confirmed.

### 3.13 GENERAL BUSINESS

**RECOMMENDATION**

**For the Committee's discussion.**

**1. Gundagai Council Administration Carpark Concept Designs**

Council and NSW Police to meet on site to discuss issues, options and concept designs.

**2. Cootamundra SES Driveway Obstruction**

Council to install marked NO STOPPING bays on the driveway entry pads to alert road users to the NO STOPPING zone. Council to monitor and consider bollards or regulatory signage if the problem persists.

**3. Lewins Lane Entry Safety**

TfNSW notified of safety concerns and are investigating. Last year, TfNSW positioned a VMS board during Harvest but it did not address continuing issues throughout the year. Council to renew line marking if required.

**4. Excessive Noise from Trucks Braking on Temora Street, Cootamundra.**

Council to collect traffic data and monitor both speed and heavy vehicle movement on Temora Street before further consideration of signage.

**5. Wallendbeen Speed Limit**

Previous considerations of reducing speed limits throughout Wallendoon identified issues and limitations regarding the State Roads. Council has put forward the request to TfNSW on behalf of Wallendbeen residents.

**6. Intersection Safety at Wallendbeen Bridge on Burley Griffin Way**

TFNSW have been advised of community concerns with regards to the alignment and road safety surrounding Silo Road, North Jindalee Road and Morrisons Hill Road as a result of the construction of the new bridge.

**7. Concept Design for Relocation of Wallendoon and Cooper Street Pedestrian Crossings**

Noted that pedestrian crossings in Cootamundra do not currently meet the technical guidelines set by TfNSW. Removal and relocation of pedestrian crossings will reduce parking availability dramatically mid- block.

Public consultation is continuing and has received mixed responses. Council to be advised of non-compliance and possible future options.

**8. Parking Time Limits and Disabled Parking on the northern side of Wallendoon Street, Cootamundra.**
Council to increase public awareness and education regarding parking zones. Regulatory education and enforcement required to ensure compliance. Further investigation required regarding the installation of new disabled parking bays.

**9. Disabled Parking on the southern side of Wallendoon Street, Cootamundra.**
Council to investigate the need for additional disability friendly parking spaces and seek mobility permits data. Cootamundra already meets Australian Standards of one (1) in fifty (50) car park spaces. Future additional disabled parking must be well considered and suitably located to meet community needs.

**10. Give-Way Intersection Direction, Cootamundra.**
Crown St/Adams St Intersection: Council to consider installing a painted medium strip to enhance intersection visibility and increase give way awareness. B size signs and continued line marking are already in place. Changing direction likely to result in community confusion and increased incidents.

Thompson St/Lawrence St Intersection: Thompson Street is a primary road and has priority over Lawrence Street as a secondary Road. Council to install B size signs to increase visibility and monitor.

**11. Sheridan Street Pedestrian Crossings, Gundagai.**
With consideration of previous reports and investigations, committee members agreed that no further investigation is required. Council to notify complainant.

**12. Sheridan Street Disabled Parking, Gundagai.**
Council to investigate the need for additional disability friendly parking spaces and seek mobility permits data. Gundagai already meets Australian Standards of one (1) in fifty (50) car park spaces. Future additional disabled parking must be well considered and suitably located to meet community needs.

**13. Community Consultation Results, Cootamundra.**
Community consultation to continue due to increased interest**.** Council requesting clarification regarding the reasoning behind the 30km/h HPAA speed limit to ensure information is available for the community.

**14. Rodeo Street Parade, Cootamundra.**
Police escort adequate for Level 4 Special Event provided approval sought and given. Traffic control and road closure maybe required for future parades.

**The Meeting closed at 12:15pm.**

**The minutes of this meeting were confirmed at the Cootamundra-Gundagai Ordinary Council Meeting held on 28 November 2023.**

**.....** **……**

**CHAIRPERSON** **GENERAL MANAGER**

# 8 GENERAL MANAGER'S REPORT

# 8.1 GENERAL MANAGER OFFICE

## 8.1.1 CHRISTMAS AND NEW YEAR CLOSURE

| | |
|---|---|
| DOCUMENT NUMBER | 394748 |
| REPORTING OFFICER | Teresa Breslin, Executive Assistant to Mayor and General Manager |
| AUTHORISING OFFICER | Steve McGrath, Interim General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.4 Recognised as a premier local government Council that represents and advocates for community needs |
| 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 Christmas 2023 and New Year 2024 closures for Council facilities be noted.**

Introduction

Council Offices and Libraries in Cootamundra and Gundagai will be closed from 12 noon Friday, 22nd December 2023 and re-open Monday, 8th January 2024.

**The Visitor Information Centre in Gundagai will be CLOSED:**

- Christmas Day, Monday 25th December
- Boxing Day, Tuesday 26th December
- New Year's Day, Monday 1st January

**Cootamundra and Gundagai Waste Depot will be CLOSED:**

- Christmas Day, Monday 25th December
- Boxing Day, Tuesday 26th December
- New Year's Day, Monday 1st January

All other days are operating as normal.

**Garbage Collection**

All kerbside collections for both Cootamundra and Gundagai will be as normal for Christmas and New Year period.

Arrangements will be made for on call staff during this period and the community will be able to continue to call 1300 459 689 contact Council staff for emergencies, including water and sewer issues.

All Christmas closures will be advertised, and notices placed to fully inform residents and ratepayers.

Financial

No financial implications associated with this purpose of this report.

OLG 23a Guideline consideration

There is no conflict with the 23a Guidelines.

## 8.1.2 RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS (REROC) MEETING MINUTES

| | |
|---|---|
| DOCUMENT NUMBER | 403097 |
| REPORTING OFFICER | Teresa Breslin, Executive Assistant to Mayor and General Manager |
| AUTHORISING OFFICER | Steve McGrath, Interim General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.2 Proactive, practical Council leaders who are aligned with community needs and values |
| 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. REROC Board Agenda ⇩<br>2. REROC Board Minutes ⇩<br>3. REROC AGM Agenda ⇩<br>4. REROC AGM Minutes ⇩ |

**RECOMMENDATION**

**The draft Minutes of the Riverina Eastern Regional Organisation of Councils (REROC) Board Meeting and Annual General Meeting held on 27 October 2023, attached to the report, be received and noted.**

Introduction

The Agenda/Business Paper (including supporting documentation) and draft Minutes of the Riverina Eastern Regional Organisation of Councils (REROC) Board Meeting and Annual General Meeting held 27 October 2023, are attached for the information of Council and the community.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

This report does not conflict with the guidelines.

REROC

RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS

# MEETING NOTICE

**Date:** Friday, 27 October 2023
**Time:** Following the REROC AGM
**Place:** Wagga Wagga Country Club, Plumpton Rd, Wagga Wagga

# AGENDA

- Apologies
- Confirmation of Minutes of August 2023 Board Meeting
- Business Arising
  1. Write to the Minister for Emergency Services to follow up on previous correspondence regarding RFS asset ownership
  2. Arrange a meeting with the Presidents of LGNSW and the Country Mayors' Association to discuss the Review of Structure of Emergency Services in NSW
  3. Regional Housing Fund application
  4. Write to Reconstruction NSW over the inadequacy and inefficiency of TfNSW's current acquittal reporting requirements.
- Correspondence..... 1
- Chairman's Report..... 5
- REROC Chief Executive Officer Report..... 8
- Resource Sharing Report..... 45
- Finance Report..... 50
- Waste Forum..... 55
- Energy and Net Zero Project Report..... 59
- Disaster Risk Recovery Project Report..... 86
- General Business
- ***Guest Speaker: Andrew Spliet, Superintendent – District Commander, Riverina Police District***
- Date of Next Meeting – Friday 8 December, 2023, Australian Rules Club, Fernleigh Road, Wagga Wagga 2023
- Close

**REROC**

**INCOMING CORRESPONDENCE**

**29 August 2023 to 24 October 2023**

| *Date Received* | *Content* | *Action* |
|---|---|---|
| 29 August 2023 | **Office of Hon Paul Scully MP –** with reference to our correspondence relating to the NSW Planning Portal & other issues. The Department has recently released the myHome Planner, which can be viewed on the Portal's website at: www.planningportal.nsw.gov.au/myhome-planner Gino Cavallaro, Executive Director, Digital Analytics and Insights at the Department of Planning and Environment will be in contact with our REROC CEO Mrs Julie Briggs, to discuss the matter. | Copy to Members |
| 23 September 23 | **NSW EPA** – email to J Briggs re variation to the Regional Co-ordination Support Program Funding Deed 2022-27 | |
| 27 September 23 | **Cootamundra-Gundagai Regional Council, Steve McGrath, Interim General Manager** – letter advising that their Council resolved at their meeting held on 26 September 2023 to support the updated Riverina Eastern Regional Organisation of Councils Constitution. | |
| 9 October 23 | **NAB Retail, Krissie Jones, Retail** - reply to our letter of 11 September 23 in relation to the closure of the Temora and Gundagai NAB branches. | Copy to Members |

**OUTGOING CORRESPONDENCE**

| *Date Sent* | *Content* | *Action* |
|---|---|---|
| 29 August 2023 | **Hon Ron Hoenig MP** – letter seeking clarification re employment of the Regional Co-ordinator, seeking advice as to whether or not employment of the Regional Co-ordinator by the ROC is permitted under the Guidelines. | |
| 29 August 2023 | **Hon Ron Hoenig MP** –invitation to the Minister to attend as a guest speaker at a REROC Board meeting in 2023. | |
| 29 August 2023 | **Mr D Toohey, Executive Adviser, Border Rail Action Group (BRAG)** – letter acknowledging BRAG's correspondence re improving rail services for the Riverina-Murray Region and that the REROC | |

| | | |
|---|---|---|
| | Board resolved at its August 23 meeting to support BRAG's advocacy for improved passenger rail services for the Riverina-Murray Region. | |
| 31 August 2023 | **Mr Matthew Dudley** – letter of thanks on behalf of REROC Board for all of his work on the Contaminated Land Management Project and best wishes for his new position at PWC. | |
| 11 September 2023 | **Mr Philip Chronican, Chair, NAB Australia** - letter re closure of NAB branches at Temora & Gundagai, together with copy of our letter to Ms Krissie Jones, Executive – Retail, NAB. | |
| 11 September 2023 | **Ms Krissie Jones, Executive - Retail, NAB** – our letter in reply to NAB's correspondence of 17/8/23 re closures of Temora & Gundagai NAB branches, emphasising the NAB's reliance on creation of Banking Hubs, which are totally incorrect for Temora and Gundagai. | ' |
| 12 October 2023 | **Hon Jihad Dib MP, Minister for Emergency Services** – letter re Local Government Natural Disaster Claims, raising concerns about the issue, particularly the use of significant time and resources fulfilling what appears to be an ever-growling list of demands. *Copies sent to: Simon Draper, CEO, NSW Reconstruction Authority; Senator the Hon Murray Watt, Minister for Emergency Management; Mr Justin Clancy MP, Member for Albury; Dr Joe McGirr MP, Member for Wagga Wagga; Hon Steph Cooke MP, Shadow AMinister for Water & Shadow Minister for Crown Lands; Hon Wes Fang MLC; Hon Ron Hoenig MP, Minister for Local Government; Cr Darriea Turley, President, Local Government NSW; Cr Jamie Chaffey, Chairman, Country Mayors' Association; Ms Helen Dalton, Member for Murrumbidgee (Independent Member)* | |

**The Hon Paul Scully MP**
Minister for Planning and Public Spaces

29 AUG 2023

NSW GOVERNMENT

Ref: MDPE23/804

**Cr Rick Firman OAM**
**Chairman**
**Riverina Eastern Regional Organisation of Councils**
**Riverina Joint Organisation**
**PO Box 646**
**Wagga Wagga NSW 2650**

Dear Cr Firman

Thank you for your correspondence on behalf of the Riverina Eastern Regional Organisation of Councils (REROC) and the Riverina Joint Organisation about the NSW Planning Portal and other issues. The Minister asked I respond on his behalf.

I am pleased you have offered to assist the Department of Planning and Environment (the Department) in its commitment to the continuous improvement of the Portal. The "one-time, mum and dad" applicants make up over 90 percent of the 314,000 registered Portal users and are a significant part of the NSW planning system.

To assist one-time users, the Department recently released the myHome Planner, which you can view on the Portal's website at www.planningportal.nsw.gov.au/myhome-planner.

The myHome Planner will support one-time users to learn about requirements for a development application or complying development certificate. It will also help to increase the quality of those applications before they are submitted to consent authorities. However, I appreciate that we should always be seeking continuous improvement for the services the Portal provides to users.

As you have suggested, and to ensure your ideas are heard, I have asked Gino Cavallaro, Executive Director, Digital Analytics and Insights, at the Department of Planning and Environment, to contact your CEO, Mrs Julie Briggs, to discuss this matter.

I am equally pleased that the joint organisation is focusing on promoting careers in planning. The NSW Government has invested $1.85 million through the Strong Start Cadetship Program to pay tuition fees in support of council-employed young planners. This program has received an overwhelming response from councils, which reflects the need for planners across NSW.

Thank you for bringing these matters to the NSW Government's attention.

Yours sincerely

**Paul Levins**
**Chief of Staff**
Office of the Minister for Planning and Public Spaces

52 Martin Place Sydney NSW 2000
GPO Box 5341 Sydney NSW 2001

02 7225 6080
nsw.gov.au/ministerscully

**National Australia Bank**
395 Bourke Street
Melbourne VIC 3000

9 October 2023

Cr Rick Firman OAM
Chairman
Riverina Eastern Regional Organisation of Councils
PO Box 646
Wagga Wagga NSW 2650

**By email to:** mail@reroc.com.au

Dear Cr Firman,

Thank you for your letter of 11 September 2023. I understand that the closure of the Temora and Gundagai NAB branches is of concern to the REROC Board.

I wish to confirm that NAB does not 'rely' on Australia Post to provide banking services – we have a paid, commercial partnership with Australia Post, through which Australia Post provides access to a wide range of banking services for our customers. Over the past 12 weeks, we have worked closely with Australia Post at both the head office and local levels, to ensure they are ready to serve customers wishing to bank in person in Gundagai and Temora, or any of the 3,400 towns they provide Bank@Post services in.

NAB provides its customers with the widest range banking services through Bank@Post out of any major bank, with the full range of services available detailed below. We continue to work with Australia Post on the potential to expand this offering further.

Importantly – our agribusiness, business and small business bankers will continue to make regular visits to their customers in Gundagai and Temora including on their farms and properties. Over the past few months, these bankers have been meeting with their customers in the region regarding their banking options, and how NAB can best serve their banking needs going forward.

The NAB SmartATM in Gundagai at 170 Sheridan Street, will continue to be available. As you know, we were in the final stages of an agreement to maintain our ATM in Temora, however this option has unfortunately since become unavailable due to circumstances outside the control of NAB. NAB customers in Temora can continue to use the Commonwealth Bank, Westpac and ANZ ATMs in Temora, fee-free.

**Services available through Bank@Post**

- Cash withdrawals (up to $2,000 per day)
- Cash deposits (up to $9,999 per day)
- Cheque deposits (up to 99 cheques per day, up to a value of $999,999)
- Passbook withdrawals (up to $1,000 per 7 day period)
- Credit card payments
- Balance enquiries
- Access to business change/coin floats up to $1,000

**Services available through a SmartATM**

- Cash withdrawals (up to $2,000 per day)
- Cash deposits (up to $9,999 per day)
- Cheque deposits (up to 50 cheques per day, cheques up to $4,999 accepted)
- Balance enquries
- Credit card payments
- Transfer money between accounts
- Print a mini-statement

**Chairman's Report**
**Board Meeting Friday,**
**27 October 2023**

***Subject: REROC CEO Contract & Transition***

Members of the Transition Committee recently met with the REROC CEO (Ms Julie Briggs) to discuss the issue of transitioning to a new Chief Executive officer.

At this meeting the current CEO advised that she proposed to finish her tenure with REROC on the 31st December 2024. Ms Briggs has held this role since 1997 and was REROC's inaugural CEO. This has obviously come with a huge commitment to the organisation.

As the inaugural CEO, the REROC organisation, in its infancy contracted the entire management operations to Julie Briggs Management, it has subsequently grown organically to now include a full service model with an expanded workforce and building location. Whilst this has served the organisation well for almost 26 years, it will require changes in the way the REROC business set up for us to move forward with a different model that suites our needs moving forward.

It must also be noted that the current contract for the CEO expired on the 30th June 2023 and that a new contract and or contract extension will need to be signed until the proposed final date being the 31/12/2024.

REROC have already started some aspects of the transition process that will separate the current contracted supply of services to a more independent body that supports the employment of a standalone Chief Executive Officer. The existing operations now have:

- a budget that itemises staff, admin, rent etc.
- employs people individually/separately as part of the REROC organisation.
- has set up it's own MYOB programs and payments so that the business operates independent of the previous contractual arrangements.

REROC is housed in its current location as part of the contractual arrangement with JBM and any future REROC operation must consider where the new entity is to be located.

Previously REROC has been conscious of the need to maintain independence and has thought the location of its headquarters is best to physically sit outside of any individual Council, and that this position should continue.

As part of this consideration REROC may need to look at renting a space or possibly a co-location with other such regional organisations as RRL, ERA, RDA etc.

As the final date of service for the CEO has been given as the end of calendar year 2024 the Board can work backwards for the recruitment process.

Prior to commencing the recruitment process REROC should give consideration to whether or not a recruitment agency could be used to conduct the process. The benefits of engaging a

recruitment company are that they have a wider reach to appropriately qualified potential applicants, it reduces the workload on REROC Transition committee staff and adds an independence into the process. Costings can be obtained from consultants such as Local Government NSW and/or LG Services Group with the cost estimated at approximately $15,000.

Obviously prior to commencing the application process REROC will need to establish a job description and this should be based on a skill set that REROC wish to attract.

In addition to considerations around recruitment agencies and job descriptions, REROC Board members need to be mindful that next September (2024) is the General Council elections. For this reason it is thought appropriate that we bed down the application process to ensure that it can continue throughout this General Local Government Election period. Using 31/12/2024 as the end date. The following is a proposed timeline:

- July, 2024 — Develop job description – skill sets etc.<br>Engage recruitment consultant (if approved)
- August, 2024 — Advertise for position
- 23rd August, 2024 — REROC General Meeting
- Early September, 2024 — Council Elections
- End of September, 2024 — Short List applicants
- Start of October, 2024 — Interviews conducted
- 25th October, 204 — REROC AGM – Report provided and decision made
- End of November, 2024 — New CEO commences

In order to set up the selection committee, REROC need to consider the following issues:

- Full Board interviews are considered excessive and unwieldy and therefore consideration must be given to the formation of a selection committee.
- This selection committee would undertake the operations associated with establishing and carrying out the selection process, this would include providing to the Executive Committee the full list of applicants for short listing.
- The timing of this would be important in that potentially new Council representatives will be required to make decision (hopefully electronically) without being endorsed at the REROC Board, at the AGM.
- The selection committee would carry out the interview process to provide recommendations back to the full Board.

It is suggested that the Treasurer assist the Chairman to undertake the above process.

Recommendation

1) That the existing CEO contract be extended until 31/12/2024, on agreed terms.

2) That a CEO selection committee be developed to administer and facilitate the employment of a new CEO. (Chairman, Deputy Chairman and two General Managers).

3) That REROC seek quotes from a minimum of two consultants for the recruitment process from appropriately qualified consultants.

Report by

Mayor R B Firman
**Chairman REROC**

**Chief Executive Officer Report**
**REROC Board Meeting**
**Friday, 27 October 2023**

**Meeting at NSW Parliament House** – the visit to Parliament House occurred on 12 October. There were a lot of late changes as a result of Question Time being moved by the new Government from Thursday afternoons to Thursday mornings. This meant that none of the Ministers were available until after lunch. Late withdrawals were Minister for Emergency Services, Hon Jihad Dib and CEO of Reconstructions NSW, Simon Draper. Nonetheless we were able to meet with:

- Hon Ron Hoenig MP – Minister for Local Government
- Hon Paul Scully MP – Minister for Planning and Public Spaces
- Hon Jenny Aitchison – Minister for Regional Transport and Roads
- Hon Rose Jackson – Minister for Water, Housing, Homelessness, Mental Health & Youth
- Mr Brad Fitzmaurice – Chief of Staff, Hon Tara Moriarity, Minister for Regional NSW, Agriculture and Western NSW
- Mr Dugald Saunders MP – Leader of Nationals and Shadow Minister for Regional NSW
- Mrs Bronnie Taylor MLC – Deputy Leader of Nationals and Shadow Minister for Regional Health
- Mr Adam Marshall MP – addressing Members about his Red Fleet Private Members' Bill.

We are preparing letters of thanks for the Ministers, Shadow Ministers and Mr Marshall which will include advocacy on some of the specific issues that were raised during the meeting.

**Rural Fires Amendment (Red Fleet) Bill 2023 –** this is the Private Member's Bill put forward by Adam Marshall, the Minister for Local Government, spoke to it at length prior to meeting with the Board on 12 October and much of what he said was incorrect. A copy of the speech is attached (**Attachment One**). He reiterated much of what he said in his address to the Board, which offers the opportunity to respond to his comments in REROC's thank you letter for the meeting on 12 October.

**Recommendation**
***REROC address the inaccuracies contained in the Minister's address to REROC in relation to the Red Fleet in its thank you letter.***

The Minister has referred the Bill to the Public Accounts Committee stating that the referral encompassed not only the RFS but also all emergency services in an effort to have the Public Accounts Committee examine closely the operation, funding and structure of the Rural Fire Service and the State Emergency Service, including their relationship with councils and the cost.

This appears to be the type of review that Coolamon Shire was seeking and one that was previously advocated by REROC. It will be important to participate in any consultations the Public Accounts Committee might hold.

**Section 7.12 Contributions** – this was raised with Minister Scully at the meeting, with him referring to the "shared benefits" concept in response. The Board may wish to consider starting the advocacy again in relation to this issue and including comments on it in our thank you letter to the Minister.

---

**Recommendation**
***REROC includes advocacy about the s7.12 contributions in its correspondence with the Minister for Planning and Public Spaces thanking him for meeting with us.***

---

**Rural Road Funding** – based on the addresses by Dugald Saunders and Minister Aitchison there appears to be some confusion over the amounts budgeted for regional and rural roads in the NSW Budget. At the meeting I spoke with the Minister's advisor suggesting that correspondence from the Minister clarifying the issue would be welcomed by councils. However, if this has not occurred then REROC should follow up the Minister's assertions in relation to funding in REROC's thank you letter.

---

**Recommendation**
***REROC request clarifications from the Minister for Regional Roads in relation to on-going funding for regional roads in the NSW Budget.***

---

**Local Government Natural Disaster Claims** – we have written to Minister Dib with copies to the Minister for Local Government, Simon Draper, our local State Members, LGNSW and Country Mayors. Coolamon provided us with photos of some of the issues which were included in our correspondence.

**Local Water Utilities Inquiry** – we were advised of this Inquiry at the end of September, submissions close on 29 October. The Committee will inquire into and report on how the Government can prevent and stop privatisation of local water utilities with reference to:

a) How local water utilities and their assets can be best protected against privatisation, forced amalgamations and sell-offs;
b) Reviewing governance and other legislation relating to the potential privatisation of local water utilities; and
c) Any other related matters.

Members of the Committee are:

| | |
|---|---|
| **Chair:** | Lawrence, Stephen (ALP, LC Member) |
| **Deputy Chair:** | Faehrmann, Cate (GRNS, LC Member) |
| **Members:** | Banasiak, Mark (SFF, LC Member) |
| | Butler, Liza (ALP, LA Member) |
| | Clancy, Justin (LIB, LA Member) |
| | Cooke, Steph (NAT, LA Member) |
| | Dalton, Helen (IND, LA Member) |
| | Fang, Wes (NAT, LC Member) |

Holland, Michael (ALP, LA Member)
Suvaal, Emily (ALP, LC Member)

Hearings are scheduled for 8 December 2023 at Parliament House.

---

**Recommendation**
***REROC responds to the Local Water Utilities Inquiry, taking into account the response made by Goldenfields Water.***

---

**60 Day Dispensing –** there has been no further progress on this issue, however 60-day dispensing has commenced.

**NAB Bank Closures Temora and Cootamundra –** we wrote to NAB again to clarify their incorrect assumptions in relation to available services in Gundagai. The response we received is included in correspondence.

**Regional Bank Closures Inquiry Hearings –** I attended the Hearings in Junee and focused on REROC's recommendation that the Government introduce a last-bank-standing Community Service Obligation, where every bank is expected to contribute to a CSO that allows a full-service bank to remain operating in a rural community. I also reiterated that banks have a fiduciary responsibility to their shareholders not to their customers, so there are limited steps that can be taken.

I also spoke with Senator Matt Canavan after the event, he indicated that a CSO seemed to be the most obvious way forward.

**Moving Forward: One Organisation –** we are still waiting to hear from Riverina Water.

**Review of REROC Constitution –** the new Constitution is up for adoption.

**Rates Methodology Review** – there has been nothing further on this.

**Health and Knowledge Precinct** – I am now a member of the interim Joint Working Group, however the first meeting is on 15 November, so it clashes with Mapped Out and it is unlikely I will be able to attend.

**FOGO Collection Grants** – we are working on the methodology for an EPA-funded audit of kerbside collection bins to determine the effectiveness of fortnightly FOGO collections. We have appointed MRA consulting to undertake the work.

**NSW Planning Portal –** the issue of County Council recognition was raised with the Planning Minister during our trip to Sydney. Our concerns regarding the accessibility of the Portal for one-time users have been taken on-board by the Minister, as his recent correspondence advises.

**Bin Trim Grant** – this grant has now been announced, so we can officially talk about it! The project will run for 2 years and we have received $212,500 in funding.

**Southern Lights** – our focus continues to be on the AER Determination. The AER released its draft Determination on 28 September. I circulated to everyone the response from our consultants, Next Energy.

In summary, Southern Lights' joint efforts appear to have been successful with the points SL made in its

submission on Essential Energy's pricing largely accepted by the AER. This should be worth at least a few million to councils (in addition to the many millions saved from getting EE to back off their original 50-60% proposed increase). The AER wrote:

> *"Our draft decision is to not accept Essential Energy's public lighting proposal. Our assessment shows that Essential Energy's public lighting prices are above those of the other NSW distribution networks – Ausgrid and Endeavour Energy. As detailed in section 16.2.4.1, we have made a top-down adjustment to the proposed prices based on our benchmarking…. We encourage Essential Energy to openly engage with stakeholders with the view to submitting a revised public lighting proposal that is capable of acceptance…. Our draft decision public lighting prices for 2024–25 are set out in appendix B. These prices are on average 21.8% lower than Essential Energy's proposed prices."*
>
> *"We do not accept Essential Energy's proposed prices for its public lighting minor capital works fee-based services. We instead substitute placeholder prices which reflect our draft decision labour rates, overheads and tax and margin allowances. The effect of these changes is to reduce the proposed service prices by 14.76% to 20.98%."*

The above validates our on-going commitment to Southern Lights as from a Return-on-Investment perspective it certainly ticks the boxes.

Southern Lights has also agreed to adopt REROC's resolution that we advocate for the introduction of a productivity gain allowance into the calculation of the SLUOS charges to ensure that councils benefit from efficiencies that the DNSPs generate over the 5 years of the Determination.

CNSWJO has been trying to recruit more of the JOs to be involved in Southern Lights but they seem content to ride on our coat tails.

**Consultation on Murray Murrumbidgee Water Sharing Plan** – this was held on 24 October, all councils were invited and thanks to Rob Fisher for participating. The other participants were the County Councils. There was some discussion on their use of the Common Planning Assumptions in relation to population projections, these were used to determine future demand for water. I raised the issue of the concerns we had about the accuracy of these projects and spoke about the likely population increases that were planned for the Region but not shown in the projections. I offered to provide them with a copy of our Population Projections information. A draft of the Plan is to be distributed for comment.

**Application for Regional Housing Fund Round 2 Funding –** we lodged an application for this funding to undertake a project we have called *Validating the Residential Land Pipeline in the Eastern Riverina*. This is one of the projects that was identified in our Regional Housing Strategy. We were contacted by the Department on 12 October asking for further information, which has been provided.

**Border Rail Advocacy Group (BRAG)** – REROC wrote to BRAG to advise that we would support their advocacy for improved passenger services. Dennis Toohey has provided additional information for the Board's information on their advocacy work (**Attachment Two**).

**Youth and Community Network –** we have taken the necessary steps to merge this group with the Regional Youth Network run by Regional NSW. The REROC Network's focus will be on

**Skills Shortage Project** – I had a brief discussion with Megan Mulrooney from Compact about a shared

position with her to promote careers in local government. We have not managed yet to find the time to sit down and really work out how it might be done.

**Expansion of *Build A Bridge*** – this has not gone any further, the ball is with IPWEA (NSW), the COMPACT and REROC remain committed to supporting the expansion.

**Contaminated Land Management Project** – this project has now been completed. We have received the final resources which will be distributed to councils. The final report and acquittals are underway.

As resolved at the last Board meeting we sent a thank you letter to Matthew Dudley for all his work.

Julie Briggs
Chief Executive Officer

**ATTACHMENT ONE**

Legislative Assembly Hansard – 12 October 2023 – Proof

## RURAL FIRES AMENDMENT (RED FLEET) BILL 2023

*Second Reading Debate*

**Debate resumed from an earlier hour.**

**Mr RON HOENIG (Heffron—Minister for Local Government) (12:10):** Earlier in debate on the Rural Fires Amendment (Red Fleet) Bill 2023 I was dealing with the structure of the Rural Fire Service. I effectively summarised by saying that the Rural Fire Service is made up of local independent associations of people historically defending their own communities with their own assets, not occurring with some vast bureaucracy in headquarters in Sydney. I was making the point that volunteers sign up to become members of local brigades and report to brigade officers, who are elected or appointed under the local brigade's constitution. In practice, as the Rural Fire Service has grown, it has undertaken more responsibilities to perform its core duties.

These days the RFS informs local brigades of 000 calls in their district; monitors hazard reduction activities identified in bushfire risk management plans; creates and maintains training and accreditation courses; centrally purchases and dispenses protective clothing, safety and firefighting equipment to brigades; and handles bushfire hazard complaints. Structurally, however, the Rural Fire Service to this day operates as a set of local institutions with an overarching authority. To simply remove local councils from that relationship is to completely and fundamentally change the structure of the Rural Fire Service. This should not be attempted without due diligence to how this amendment would change the functioning of the services.

The issue of the responsibilities of councils is fundamental and not necessarily understood by many of the councils, particularly their mayors and councillors, that I have spoken to. Councils have a significant responsibility for bushfire prevention and management as landowners and management. Many of the specific landholdings that councils have responsibility for are fire trails and asset protection zones. The obligations on councils include the management of fire trails and fuel loads, and addressing complaints. Councils also participate in bushfire management committees for rural fire districts, established by the Rural Fire Service, based around one or more council boundary.

The bushfire management committees have the responsibility to prepare and oversee the bushfire management plan for the district, setting out the fire response strategy, the hazard reduction strategy and the management of bushfire risks, amongst others. That responsibility has always been local government's responsibility, because they asked for it. It is a fundamental responsibility of the operation of rural fire districts, which are, in effect, council areas. This occurs by virtue of section 15 of the Rural Fires Act. Subsection (1) states:

> (1) A local authority may form one or more rural fire brigades for any rural fire district constituted for its area or part of its area.

Rural fire brigades in rural fire districts can only be set up by decision of their local council. If it fails to do so, under subsection (4) the commissioner can set one up. Subsections (2) and (3) state:

> (2) Two or more local authorities may jointly form a rural fire brigade for a rural fire district constituted for their areas.
>
> (3) A rural fire brigade may be formed on the initiative of the local authority or local authorities concerned or on the request of any interested person.

As mentioned, subsection (4) states:

> (4) The Commissioner may form a rural fire brigade for a rural fire district if any local authority requested to form a rural fire brigade for that district refuses or fails to do so within the period prescribed by the regulations after being requested to do so by the Commissioner.

This means very clearly that, should a council not sign away their responsibility for maintaining bushfire prevention and management as the landowner in their own area, the council itself would take on the responsibility for the management and oversight of local brigades without the coordinating infrastructure, with the brigades still subject to the oversight and control of the commissioner. That responsibility includes the formation and disbandment of brigades, the administration and disciplinary management of the RFS volunteer members—noting that the RFS Act and regulations set out the responsibilities of the commission—insurance of the RFS red fleet and the maintenance of the grounds of RFS facilities.

Councils retain a series of powers and roles under the Rural Fires Act and other legislation, such as the Environmental Planning and Assessment Act, for bushfire management and prevention, such as the mapping of bushfire-prone land. Councils are also required to ensure development applications and rezonings comply with the Rural Fire Service's guidelines around planning for bushfire management. However, due to the service agreements enabled under section 12A of the Rural Fires Act, the exercise of a council's actions is often at the direction or oversight of the commissioner. The reason those service agreements are vital for the functioning of rural fire services within a rural fire area or a specific council area is that without them, the obligation will fall upon the council to discharge the services. That is the mode of reasoning why the red fleet assets are within the ownership of councils.

The Legislative Council inquiry into the NSW Rural Fire Service and the Rural Fires Amendment Act 2000 resulted in jurisdictional questions surrounding accountability of rural fire officers. Those were settled by the introduction of the service agreements between the Rural Fire Service and local councils. Every council has a service agreement with the RFS, and they are consistent across the State. Some different contracts account for local variations, but, universally, the assets are vested to the councils, and control is signed away to the RFS. I say again to members of the House that nearly all the councillors, mayors and local members who advocated about the red fleet had no idea that their individual councils signed service agreements in which they agreed to a variety of responsibilities.

The service agreement is an agreement between the council in an area and the Rural Fire Service, where the commissioner agrees to exercise all the functions imposed upon councils by the Rural Fires Act and undertake day-to-day management of the service. In other words, if there was no such agreement or if such agreement was terminated, the councils would assume the very responsibility that gets undertaken by the Rural Fire Service; if they did not own the plant, they would have to buy their own. Under this agreement, the councils provide administrative accounting and maintenance services to the commissioner. The councils agree to let the service use the district's fire control equipment and premises, because the premises and control equipment are generally vested in councils by the Act, which is the very thing that the bill seeks to address.

Councils are required to pay for insurance out of a statewide local government mutual liability scheme. In practice, that is paid for by the Treasury Managed Fund and operated by icare. The terms of the agreement require the council to acknowledge its ownership of the assets that the Rural Fire Service uses. The arguments that councils do not in fact own those assets is simply untrue, because otherwise they would not have the legal authority to sign the service agreement granting access to the service. Should they cease these service agreements, they would be required to exercise their own functions under the Rural Fires Act and the Environmental Planning and Assessment Act, and they would not have full access to the red fleet to fulfil those duties. I remind the House that, when I say that, I am not simply reading a paragraph; those responsibilities are for bushfire prevention and management as landowners.

The service agreements are so that the RFS can do their jobs properly. Without agreements, the trucks could not leave a local government area to fight a fire in a different local government area. Matters as small as disciplining an unruly volunteer would become the council's responsibility without the service agreements—and the council general managers would love to have responsibility, wouldn't they, for disciplining an unruly volunteer in the Rural Fire Service! I am sure that is not what the member for Northern Tablelands is advocating for in the bill. Broadly, local government areas are rural fire districts. Some councils have chosen to combine commands. Coolamon, Wagga Wagga, Junee, Lockart and Urana, for example, form a single rural fire district called the Riverina Zone.

The Rural Fire Service performs the council's duty of hazard management with the council-owned and council-vested trucks that are signed over to them in the service agreement. Councils do a lot of the maintenance. The RFS pays councils for that maintenance and receives advice on the maintenance so as to be assured of its workplace health and safety status, but it does not get remittances for the maintenance receipts. Responsibility for maintenance rests with the council. At the heart of the dispute, the RFS does not perform financial or monetary assessments of the vehicles, only operational assessments. It does not do condition-based assessments, and it does not revalue every three years; it does not know how much the vehicles are worth. The basis of the RFS's knowledge is whether they can be put into use, not how they are valued. It is written into the terms of the service agreements that councils perform the administrative accounting of these assets, and those councils that have been given disclaimed audits by the Auditor-General have failed to keep to the terms of their service agreements in relation to this.

The other arm of the dispute is the RFS sheds, which largely sit on Crown land but are built and maintained by the council. I am not sure that councils, nor the member for Northern Tablelands, are advocating that there should be a process of reverting the land and State control of those assets, because that would be onerous. Again, councils are responsible for bushfire prevention and management as land owners and managers, and that responsibility is discharged for them by the RFS. Bearing in mind that responsibility of councils, if it were not for that service agreement, it would cause a massive problem for the council and for the RFS, which would no longer be required to perform that role. It would endanger people's lives, but there would be no statutory requirement for a council to be in a service agreement with the Rural Fire Service.

Of course, should one council decide not to agree to the service agreement, there would be consequences. The Treasury Managed Fund insures every RFS vehicle in the State, based on the proviso that every council with assets vested in it under the Act signs a service agreement. Should the council not do that, the Treasury would be unable to provide the State-managed insurance. In those service agreements, the parties—the councils and the Rural Fire Service—have agreed to enter into those agreements pursuant to the provisions of section 12A. The councils and the commissioners have agreed to operate the districts as a zone, and the commissioner has agreed to exercise all of the functions imposed on the council by and under the Rural Fires Act, other than those functions in schedule 1.

When we look at many of those individual specific agreements, as I have, the councils have delegated other of their authorities that they are required to perform under the Local Government Act to the RFS. The commissioner has agreed to undertake the day-to-day management of the service operating in the zone, on behalf of councils; the councils have agreed to allow the commissioner and the service to use the district equipment; the councils have agreed to allow the commissioner and the service to use the premises; the councils and the commissioner have agreed to establish a liaison committee; and the councils have agreed to delegate certain functions, powers and duties to a fire control officer. As the House can see, the complete operation of the Rural Fire Service operates effectively in a council area. It discharges council responsibilities and operates by service agreement, by delegated authority from the council. That has been the structure of the Rural Fire Service since the beginning of the twentieth century.

The real bone of contention is the accounting. What does it mean to depreciate an asset? There is a belief among councils and mayors who have spoken with me that somehow or other it comes as a cost. Accounting valuations for fixed assets is typically marked at its historical price—that is to say, the value of an asset on the books is set at the cost when it was first built or purchased. Most assets, other than land or other fixed goods, like buildings, will one day no longer provide the benefit that they were purchased to provide. Sheds fall down, trucks reach the end of their service life, and technological equipment becomes obsolete. Depreciation is about allocating the cost of purchasing an asset across an asset's useful life. It is not about funding a replacement or resale value because councils are not required to fund these vehicles and they are not responsible for disposing of them. It is an accounting fact that these assets are less valuable over time, and that under the accounting standards the loss of value must be recorded on the books of the organisation that owns them. In practice, what this means is that no money exchanges hands, no council services are put at risk by the presence of the assets on the council books and no resources are diverted. It does not affect the bottom line. The Auditor-General has tried repeatedly to explain that to those councils.

That is not to say that I agree with or understand the accounting standards or the need for the accounting standards imposed on local government to be the appropriate accounting standards. I find the accounting standards that apply to local government to be opaque to the elected mayors and councillors. I am of the view that that is probably one of the most significant reasons for local governments' financial sustainability problems throughout the State. Because the accounting standards do not enable mayors and councillors to be able to judge the allocation of their own resources—let alone enable the public to hold them to account for that allocation—it becomes almost impossible for them to take control of the very allocation of funds that they are elected to control. A new standard needs to be applied because, in my view, much of the financial sustainability of councils relates to expenditure control.

I have great faith in an accounting standard that exposes detailed management accounting to councillors, who are the experts and best equipped to allocate and prioritise funding. Quite frankly, it is clear to me from my limited time as Minister for Local Government that mayors and councillors in too many councils are not given those options. For example, in the Western Division there are many small councils that rely upon grants where the mayors and councillors know where every cent goes; I was extremely impressed to talk to so many of them as I moved throughout the State. But from privately talking to mayors and councillors in other parts of the State, I know the frustration they have in trying to get through the bureaucratic structure that relates more to accounting standards. Getting to the future of local government is difficult. The future of local government is dependent on a far more transparent accounting standard that allows the press, the public and councillors to clearly oversight where expenditure goes.

There is another issue with accounting standards that I have trouble grappling with. If a business owns an asset, an asset is shown on the balance sheet and that business is encouraged to depreciate that asset because depreciation is tax-deductible. The business is encouraged to prepare depreciation schedules to obtain a deduction. A business would probably prefer the deduction in the first year; it is usually the commissioner that requires you to deduct it over a period of time or the life of the asset. Although everybody knows what depreciation is, there is a financial incentive for businesses to account for depreciation. How is it right that a council must account to depreciate a road or community land and attach a value to them that it could never realise? How is it right that a council must record the value of a drain, which can never be realised? What is the mode of reasoning for recording that? Why are those depreciation schedules so frustrating to local government? I note that they are, and I do intend to address that. I will make some reference to it shortly.

I refer to loans and TCorp, the Government's loaning institution. TCorp has communicated that it has recently amended its credit methodology relating to the assessment of council operating performance. I raise the issue of depreciation because TCorp has indicated that it will exclude depreciation from operating expenses as a non-cash item, whilst including scheduled principal repayments to give a more accurate view of a council's ability to contain operating expenditure within operating revenue. I referred to that mode of reasoning a minute ago. I say to the House that I am unsure how to achieve it, but if it is good enough for TCorp to exclude depreciation from an operating expense in relation to its loans, why is it not good enough for the Office of Local Government [OLG] to exclude that depreciation when it determines the ratios? Why is it not good enough for the Auditor-General to exclude that depreciation?

I am not an accountant; I am a barrister. Lawyers are not necessarily the best at financial figures, but I did do bookkeeping at school. There are people that are far smarter than me in relation to these areas. But over the last few months, as I have been pursuing this red fleet issue, I still have this trouble—despite repeatedly speaking to the Auditor-General, despite speaking to the Office of Local Government and despite seeking advice from people who have financial experience and capabilities—really understanding the mode of reasoning to apply non-cash depreciation schedules to local government. In any event, I assure the House that I intend to pursue it, at least to either understand it myself and communicate it to the House in a way in which members of the House might understand it or, alternatively, to communicate it to local governments so that they might understand. If it is wrong, I will do my best to address it.

As I said, if depreciation was included in the operating statement of a council when recognising the red fleet, this should have no adverse impact on a council's ability to borrow from TCorp. What is the purpose of having it there in the first place? Further, it is noted that from a debt service coverage and interest coverage perspective, TCorp's ratios are based upon earnings before interest, taxes, depreciation and amortisation. In so doing, TCorp then adds back depreciation as a non-cash item to earnings. Therefore, the red fleet assets do not impact on a council's ability to borrow if it seeks a loan from TCorp. In any event, what I have done well before today is to ask the OLG to investigate rolling out this accounting basis to all council ratios so that we do not have councils penalised financially for the ownership of the red fleet assets—and many of their other assets.

Under that conceptual framework for financial reporting, the accounting standards I have just made reference to provide a definition of entity controls: If an entity has the right to deploy an economic resource in its activities, it may allow another party to deploy the economic resource in that other party's activities. To put it simply, a council controls the red fleet assets if it uses them or allows the RFS to use them. Under the service agreements, council has allowed the RFS to use its trucks that are vested in it. The ability to allow that use requires council to have accounting control over the red fleet. Whether or not this basis is sound is not a matter for legal debate any more than a car rental service agreement means that a company does not lose control of the car by renting it out. I say to councils that the issue will be sorted out, but they have to apply the accounting standards.

One of my responsibilities as Minister for Local Government is to ensure that the Local Government Act and the laws made under it and other laws governing councils apply. Refusing to apply an accounting standard leaves councils vulnerable to unnecessary action being taken. In the intervening period, councils should just comply with the accounting standards. They should not leave themselves open to constant criticism by the Auditor-General. The issue needs to be addressed fundamentally, and I am endeavouring to do that. The other issue I draw to the attention of the House, which is not known by members who have spoken to me, relates to a council's activities, responsibilities and relationships with the Rural Fire Service. Councils receive periodic grant fundings from the RFS for maintenance and firefighting assets. In the 2023-24 financial year, they will receive $24.8 million for those assets. If members want to know how much councils are getting, I have a list. Some councils are in the electorates of members who have raised the issue with me. Their mayors and councillors did not know they were getting these grants, let alone even entering into service agreements.

Port Stephens Council gets $1,050,482, Barwon Darling shire zone gets $141,000, Orange City Council gets $623,000, Cootamundra-Gundagai Regional Council gets $195,126, Mid-Western Regional Council gets $370,709, Gunnedah Shire Council gets $98,328, Blue Mountains City Council gets $604,833, Queanbeyan-Palerang Regional Council gets $447,000, Snowy Monaro Regional Council gets $429,000, Edward River Council gets $142,000, Murray River Council gets $230,000, Federation Council gets $194,000, Snowy Valleys Council gets $235,000 and Coolamon Shire Council gets $522,549. As members can see, I have given examples of some councils within the electorates of the various members who have raised the issue with me. I indicate that there is more to the structure of this ancient service and the statutory requirements that bind it than we understand when we simply respond and try to be helpful when individual councils raise a matter.

In relation to the entire issue, I have taken the view that my predecessor was struggling to get detailed information about the operation of the Rural Fire Service. I know that the member for Northern Tablelands has been on about this for a couple of years. He told me that this morning. Even as a member of the Government and a Minister, he struggled. I have also been struggling to get information about this issue. As I want to resolve the issue, I have made a referral to the Public Accounts Committee. I have added not only the RFS but also all emergency services in an effort to have the Public Accounts Committee examine closely the operation, funding and structure of the Rural Fire Service and the State Emergency Service, including their relationship with councils and the cost.

I have asked the Public Accounts Committee to inquire into and report on, firstly, the mechanisms for funding Rural Fire Service assets and premises, including maintaining Rural Fire Service assets and premises, and accounting for the ownership of the Rural Fire Service assets and premises; secondly, whether the following arrangements between councils and the Rural Fire Service are fit for purpose, including service agreements, the division of responsibilities for bushfire management and hazard reduction, the upkeep of assets, the provision of insurance, the provision of land and construction management for RFS premises, and bushfire management committees; thirdly, the appropriate role for local authorities and the provision of emergency services; fourthly, the sustainability of local government contributions to emergency service provisions; and, fifthly, any other related matters.

I want to give local government the opportunity to be heard in an informed way before a committee of this House that consists of some of its more skilful members—if I can use that expression. It is chaired by the member for Strathfield, who is held in the highest regard. That will give local government bipartisan consideration and the opportunity to be heard in an informed way. When local government predecessors felt strongly about an issue, as they did in 1997 and 2000, they knew what they were doing. They were well versed and well briefed and they understood the consequences of what they were doing. I confess that when I served in local government at around that time, I knew nothing about the RFS or about the SES. In 1997 councils would not have persuaded the Minister to amend a bill that was based upon a Coroner's recommendation, and in 2000 they would not have caused the other place to conduct an independent inquiry and have that organisation adopt their viewpoint. I want to hear from local government.

The member for Wagga Wagga tells me that his councillors say they do not have the keys or access to the Rural Fire Service premises. I showed him the service agreement and said that it is their building. They have to maintain it, so they can go in any time they want to. There is obviously something fundamentally wrong with the relationship. The other issue is that one of the reasons the councils want their own Rural Fire Service districts and control and ownership of their assets, or so I infer, is that it stops the commissioner from taking them outside their local government area, absent a section 44 declaration. I cannot find a record of that but I infer it. They do not want to leave themselves unprotected. They do not want to leave themselves without the ability to embark upon their own bushfire prevention programs, and they want to utilise their own volunteers for the benefit of their own community.

It goes back to those words I used before: The Rural Fire Service are local independent associations of people historically defending their own communities with their own assets. They do not want to be run by some vast bureaucracy with headquarters in Sydney. That seems to be the mode of reasoning. That seems to be why the structure is in place. Local councils regard volunteers very highly. I can imagine that, when dealing with 70,000 volunteers and the service provided is based upon them, local councils would be reflecting those volunteers' views, as those of us who have come from local government and grown up with treating those volunteers in the SES and RFS with the greatest of respect. I suggest that the bill be referred to the Public Accounts Committee, which will be conducting an inquiry that I have asked them to conduct as Minister. Therefore, I move:

That the motion be amended by omitting all words after "That" and inserting instead:

(1) the bill be referred to the Public Accounts Committee for consideration and report.

(2) the resumption of the debate on the second reading of the bill be restored to the *Business Paper* on the tabling of the committee's report.

That will not impact upon ensuring debate on the bill continues; the debate on the bill can continue. That question will be put at the conclusion of the debate. I thank the member for Northern Tablelands for what he conveyed to me this morning and the genuine approach with which he came to me for this bill. He tells me he made the same genuine approach to the Minister for Emergency Services, who was very grateful that the member for Northern Tablelands raised the matter with him previously. I commend my amendment to the House.

**Mr GURMESH SINGH (Coffs Harbour) (12:52):** With the greatest respect to the member for Heffron, those guys who make apps to help people fall asleep will have to work hard to top that contribution. The Minister highlighted quite a few issues and I took some notes during his reply. One of those issues was that at least 26 years ago when the Act came into force, local government wanted the changes and that is why they are in the Act. Local government is all throughout the Rural Fires Act; there is no doubt about that. But we are in 2023, times have changed and just because somebody wanted something 30 years ago or 50 years ago or 100 years ago does not mean it is appropriate in 2023.

This issue was brought to my attention last year quite late in the piece. We were approached by a number of councils who, after reading the Auditor-General's report, were obviously concerned about this issue. We ran out of runway before the election in early 2023 to deal with this issue but we made a commitment that we would look into the issue if returned to government. Alas, that was not to be. The Minister rolled out the old refrain of unintended consequences. We have heard Government members use that as an excuse whenever they want to oppose any non-government bill.

We heard that excuse on water privatisation for regional New South Wales. We were told there would be unintended consequences. Months later, we have yet to hear a single unintended consequence of that piece of legislation. Last week the Minister for Water said there were unintended consequences for harvestable rights. Again, we are yet to hear any detail on that. One of the unintended consequences of the member for Heffron's long refrain was that we got to hear the very impressive résumé of the member for Northern Tablelands. We also heard a history of many things right back to 1906.

**Mr JIHAD DIB:** I thought you meant about his résumé. I thought, "I want to get whatever face cream you're using."

**Mr GURMESH SINGH:** I note the Minister's interjection. He was one of the lucky ones who missed out on that history lesson. The Minister for Local Government made some points which I will refute. One of the points he made was that the bill would change the relationship of local government with the RFS. I disagree. The bill is quite short; it is quite modest. I think it reads to about six lines. The bill does not ask to change the relationship. It is not dealing with any assets or agreements that are in place, except for those relating to the fire trucks. The Minister also noted that the sheds will not be included; that is quite plain in the bill. He alluded to a conversation he had with the member for Wagga Wagga where he said that council did not have the keys to the RFS shed. That is a very common occurrence. The RFS and its members—be it their captain or their senior members—will be the only ones with keys, and it is not common at all for councils to have access whenever they like to RFS sheds.

The Minister also mentioned volunteers and how they would be proud to be volunteers. Obviously they are proud to be volunteers; that goes without saying. But I do not think many of them realise or equate their volunteering with the RFS as work for the council. All volunteers would see themselves as volunteers for the Rural Fire Service and part of a wider firefighting force that often fights fires across council lines and across regional lines, as well as helping out in many other different types of disasters, such as when the RFS helped in the Lismore floods. Without the RFS setting up their camp and helping in that flooding emergency, that recovery would have been tougher. The Minister also talked about accounting standards in local government. I think he made the surprising admission that he does not understand the accounting standards. That is the quote I have written down.

**Mr Jihad Dib:** I thought he said he could have been better. He said he is a barrister.

**Mr GURMESH SINGH:** He is a barrister. We will forgive him.

**Mr Jihad Dib:** And they need lots of accountants because they charge so much.

**Mr GURMESH SINGH:** That is right. That speech earlier would have cost the Government thousands, if we were paying. It is true that depreciation does not necessarily have to be a material cost. In business especially you do not have to pay that cost in order to incur the expense. If that argument is true for councils, then that argument is also true for the State Government. If we are saying to councils that this is easy, this is simple, it is not a cost that you have to incur, then surely the State Government can take its own advice on that and basically bring it into line under the State Government.

The Minister also spoke a little bit about business depreciation and the financial benefits that that can bring to a business. My experience in businesses, both big and small, is that the bigger the business, the more of a financial advantage that brings. Over the past couple of years the Federal Government had the instant asset write-off. A lot of small businesses, particularly rural businesses, upgraded their plant and their machinery such as tractors and the like. They wrote off the cost of that machinery immediately, which provided great stimulus to regional areas. Small businesses took that up more than bigger businesses did because they are typically more reliant on cash flow. Cash flow has less of an effect on the day-to-day or year-to-year operations of bigger businesses. Using that analogy, smaller councils in particular rely, year on year, on grants and cash windfalls coming through from the collection of rates et cetera, but they are also more susceptible to expenses.

The State Government, which operates a far larger budget, is able to more easily weather the ups and downs of things like depreciation, especially over a large fleet like that of the RFS. I note also that the Minister has moved an amendment to refer the bill to the Public Accounts Committee. The Auditor-General's report to the Parliament into local government wrote on page 11 about uncorrected errors in council financial statements. I will read very briefly from the report, which states:

> An uncorrected error is an error identified by the auditor or council in the financial statements, which has not been corrected by council.
>
> Sixty-one per cent of the total value of uncorrected errors was due to unrecorded rural firefighting equipment.
>
> In 2020-21, 68 … councils did not record rural firefighting equipment in their financial statements estimated to be $145 million (2019-20: $119 million). Forty-one councils recognise this equipment in their financial statements with a total value of $162.8 million, highlighting the inconsistent recognition practices across the local government sector.
>
> The financial statements of the NSW Total State Sector and the NSW Rural Fire Service do not include these assets, as the State is of the view that rural firefighting equipment that has been vested to councils under section 119(2) of the *Rural Fires Act 1997* is not controlled by the State. In reaching this conclusion, the State argued that on balance it would appear the councils control the rural firefighting equipment that has been vested to them. It is important to note that there are only two parties to the agreements that govern the use of vested rural firefighting equipment, leaving only two parties who would be considered to control this equipment—the NSW Rural Fire Service in the State sector, or councils in the local government sector.

Despite earlier assertions made by the Minister for Local Government and despite the complexities in the Act, the reality is that these assets are used at the request of the RFS without interference from councils. The bill seeks to bring the Act in line with the way the RFS operates in today's conditions. There is a risk that RFS assets across the State are not being managed equally, from one council to the next. We hope that is not a risk and that it does not lead to an accident. But, as a Parliament, we should not rely on hope. We should do everything we can to ensure that the State Government protects its RFS volunteers equally across the State.

As a volunteer firefighter, I know that the condition of vehicles and equipment varies across the State. Damage can be done to hoses during fires. It is my experience that, typically, councils have little to do with repairing those hoses. The bill aims to vest the ownership of those assets in the commissioner, where they belong, instead of in councils. Those assets may have belonged with councils in the past, but, under today's operational reality, they should be vested in the commissioner. The bill is very simple: It amends section 119 (2), (3), (5) and (6) of the Rural Fires Act. The bill provides a simple amendment with one clear purpose: to transfer the ownership of these assets to the State government.

Currently, councils are financially and legally responsible for those RFS assets, but they do not have the ability to sell them, which is why I draw an analogy with business. Businesses can offload assets if they need to and make decisions based on those assets, whereas councils cannot make those decisions. They cannot offload assets or purchase additional assets off their own bat if they require them, nor can they deploy assets to different stations. That is controlled by the State Government through the RFS. The bill brings the RFS into line with other emergency services. Councils do not own or operate police cars, ambulances or Fire and Rescue NSW assets. Even SES trucks are owned by the State Government. The RFS stands out as an anomaly with State government run assets. It simply makes sense to bring them into line with those other assets.

The bill also helps councils with their finances. While depreciation is a paper cost only, the reality is that councils running at a deficit or running a small operating profit may borrow less money and their borrowing costs may go up. So it does not paint an accurate picture of councils' financial positions. Particularly in regional areas, councils can operate with quite small budgets. Unlike city areas, where councils have many hundreds of thousands of constituents—my local government area has a population of 80,000—some councils in the State are in the low thousands. Those councils have a small rate base, so introducing assets worth a few hundred thousand dollars—which is the cost of a modern, category 1 firefighting appliance—can really skew their books on the other side of the ledger due to those large depreciation expenses.

That can mean less money to fix potholes and build playgrounds. It can also mean that councils cannot deliver the services they were elected to deliver because they have to account for appliances and assets that we, as State parliamentarians, are elected to deliver. I think it is right to transfer the ownership of those assets. They are State government assets in everything but name. I support the bill.

**Mr JIHAD DIB (Bankstown—Minister for Customer Service and Digital Government, Minister for Emergency Services, and Minister for Youth Justice) (13:08):** I contribute to debate on the Rural Fires Amendment (Red Fleet) Bill 2023. At the outset, I thank the Minister for Local Government, who led for the Government in debate on the bill. We have joint responsibility for the matters covered in the bill. The bill relates to my responsibilities as Minister for Emergency Services. But if the bill is passed it will impact local government so the Minister for Local Government and I have worked closely together on it. I thank the member for Northern Tablelands for introducing the legislation because it has brought the issue to a head. That is the context. I echo some of the words of my colleague the Minister for Local Government, who appreciates that this is not a political issue. The member for Northern Tablelands has tried to do it one way.

I also acknowledge the shadow Minister, and member for Coffs Harbour, who is here, and his efforts as a volunteer with the Rural Fire Service. There are a number of other volunteers in this Chamber and about 70,000 more across different parts of the State. We will take it that we have run out of runway. I would have liked to have seen some action before the very end of 12 years, but we will get there. One proposal put forward by the Government is to refer the bill to the Public Accounts Committee to ensure that we can look at it in the greatest detail possible and make sure that all stakeholders, including local government, the Rural Fire Service and other interested parties, have the chance for some proper consultation and analysis.

**TEMPORARY SPEAKER (Mr David Layzell):** The time for consideration of general business orders of the day for bills having lapsed, I set down resumption of the interrupted debate as an order of the day for a later time. I shall now leave the chair. The House will resume at 2.30 p.m.

# Hume Corridor Passenger Rail Study

Albury City

Benalla Rural City

Rural City of Wangaratta

City of Wodonga Vic

BRAG
Border Rail Action Group

21

1

# Background

- The adequacy of passenger rail services between Albury and Melbourne has been an issue for residents in the regional cities of Benalla, Wangaratta, Wodonga and Albury for some time.

- A review of the Hume region passenger and freight rail in 2011* found the number and scheduling of passenger rail services along the Albury/Wodonga line is inadequate to meet community needs.

- A recent (June 2016) survey conducted by the Royal Automobile Club of Victoria (RACV) rated Victoria's north-east line as having the poorest service in the State. The survey found commuters along the north-east corridor struggle with infrequent services, trains not arriving on time and slow journeys.

- With the support of BRAG, the four Councils formed a collaboration to undertake a study into the needs and expectations of these communities regarding the rail service

*Hume Region Passenger & Freight Rail Review - Published by GHD Pty Ltd, Melbourne.

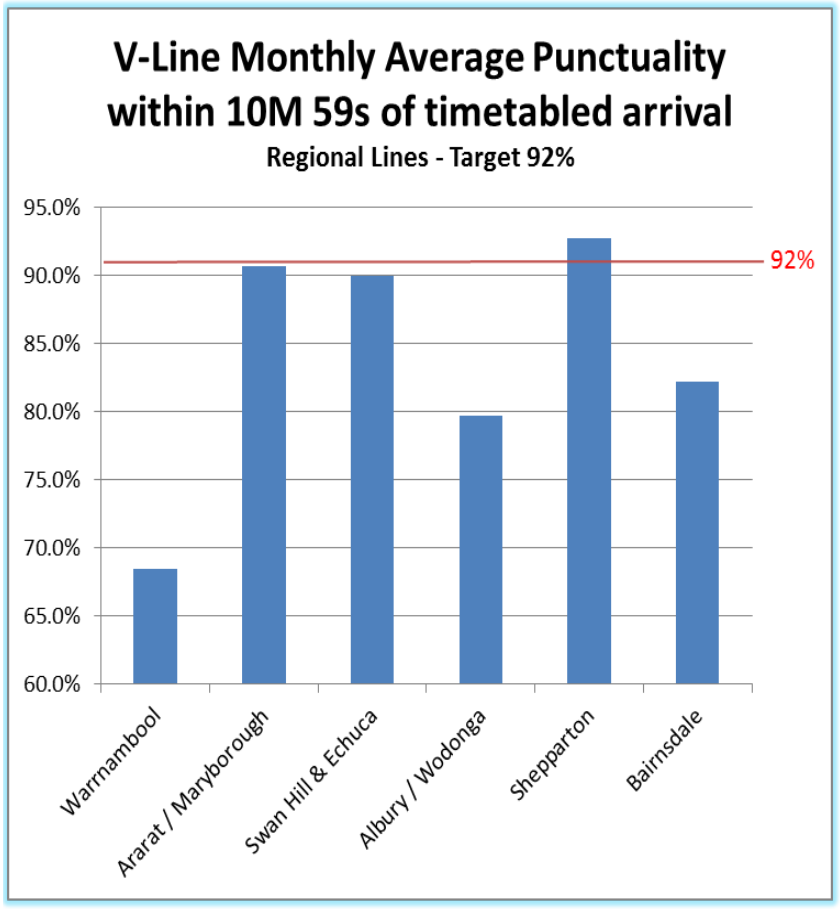
# Services Timetabled

| Service Frequency, Transit Time and Average Speed | | | | Source: Trainlink and V-Line Schedules combined with BITRE Trainline 3 report |
|---|---|---|---|---|
| Route | Services per week | V-Line Transit time | Stops | Average speed |
| Sydney - Melbourne XPT | 14 | 10hrs 58m | 17 | 87 |
| Melbourne Sydney XPT | 14 | 10hrs 58m | 17 | 87 |
| Albury Melbourne leg XPT | 14 | 3hrs 20m | 4 | 91.5 |
| Melbourne Albury leg XPT | 14 | 3hrs 20m | 4 | 91.5 |
| Melbourne Albury V-Line | 26 | 3hrs 58m | 13 | 77 |
| Albury Melbourne V-Line | 21 | 3hrs 58m | 13 | 77 |

Notes:

- XPT Services do not stop at Wodonga Station
- Average speed is affected by the number of stops

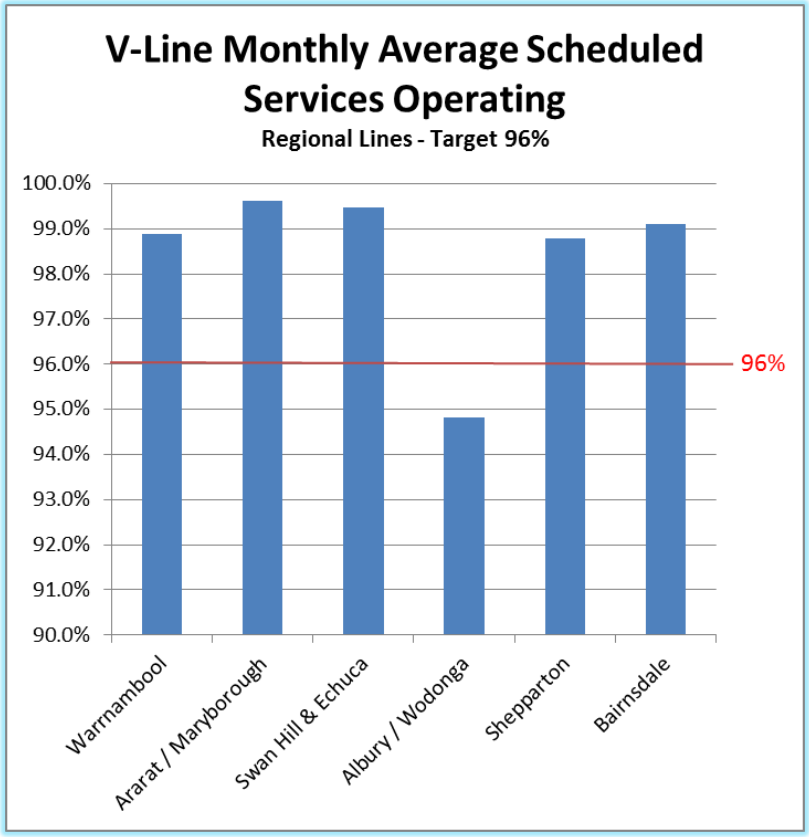
# Service Punctuality




## V/Line Punctuality

- V/Line's second worst performing line for punctuality.
- Approximately 1 in 5 trains arrives more than 11 min later than scheduled.
- In December 2016 only 56% of trains arrived within 11 min of scheduled time.

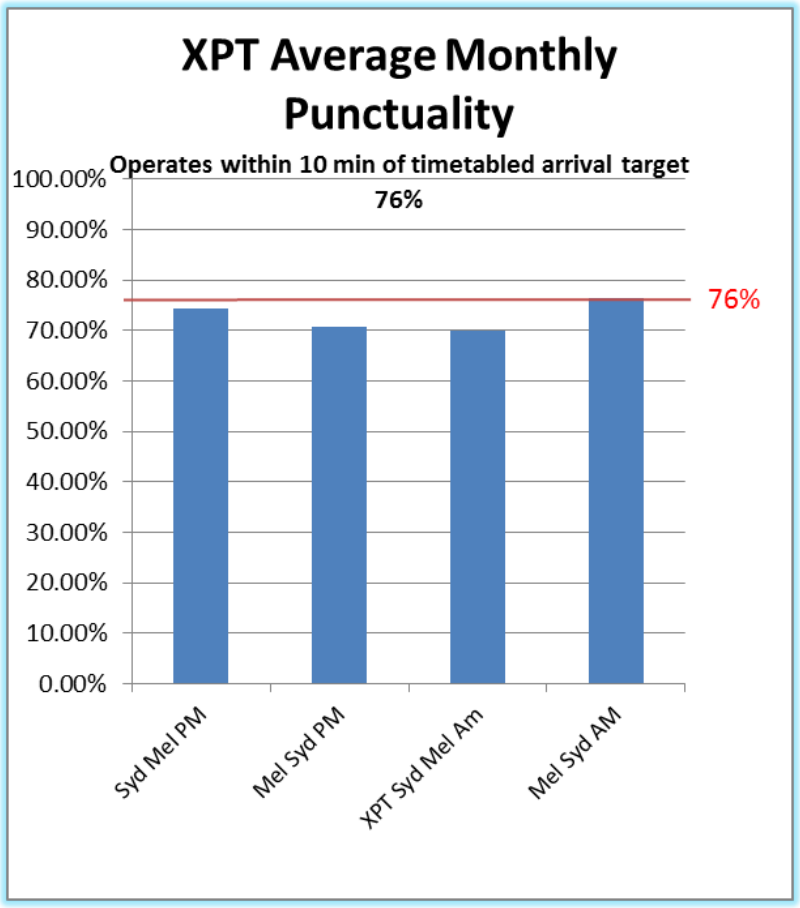
# Service Reliability




## Albury Line Reliability

- V/Line's worst performing line for cancellation of scheduled trains.
- 94.8 % service reliability equates to approximately 117 trains cancelled in a 12 month period.

# XPT Punctuality




## XPT Sydney Melbourne

- XPT trains operate at an average of 73% punctuality against a target of 76%.
- Approximately 1 in 4 trains arrive more than 10 minutes late.
- Punctuality statistics for the XPT service may be impacted by issues in the NSW half of the network.

# Negative Media

Another apology over bus stand-in

BY SHANA MORGAN

FRUSTRATED passengers have endured four days of travel where almost half of trains between Albury and Melbourne were replaced by buses.

Albury to Melbourne V/Line service worst in the state

Tahlia McPherson

8 Mar 2016, 5:59 p.m.

Share Tweet Email

V/Line urged to make trains wheelchair safe after a Wodonga girl was tipped on her side

Tahlia McPherson

28 Mar 2016, 11:37 a.m.

Share Tweet Email

BUMPY TRIP: Shirley McKernan with her daughter Matilda Maxwell, who was tipped out of her wheelchair on a train trip.

JESSER

TALKING TRAINS: David H

Opposition Leader Matthew

TRAIN faults have caused

BACK TRACKED: A lack of investment has been cited as the reas

customers in the state

satisfied V/line

# Report Context

The overarching objectives of the Passenger Rail Study were to;

- Understand community needs and expectations with respect to both current and future passenger rail services.
- Understand the travel patterns and requirements of the communities, including inter-regional transport and connections to business, education, major events, health and professional services, domestic and international air travel.
- Identify the latent demand for train services within the community.
- Quantify the potential social and economic benefits derived from improvements to services and increased patronage.

# Study Methodology

## Desktop Research

- Comprehensive review of previous research
- Direct comparisons with similar studies
- Study and analysis of performance reporting for both V-Line and NSW Trains services
- Analysis of passenger volumes and routes data from both operators
- Study of media reports dating back to 2013

# Study Methodology

**Community Survey**

- 427 random telephone surveys
- 537 online surveys
- 217 face to face surveys collected on platform and on trains while travelling
- 10 in-depth face to face consultations conducted with local business operators

# Study Findings

- Sub-standard services between Albury and Melbourne is limiting socio-economic benefits.
- During 2015/16 between 5% and 20% of trains on the Albury to Melbourne line did not meet schedules.
- Performance well below the reliability levels of other V/Line services i.e. Geelong, Ballarat, Bendigo and Traralgon, yet Albury to Melbourne line serves a regional population greater than all but one (Greater Geelong) of these regional areas.
- Sub-standard nature of passenger rail services provided between Albury and Melbourne is estimated to have resulted in approximately 385,000 less train trips in 2015/16 than could be achieved.

# Potential Demand

- If identified issues were addressed, survey respondents indicated an average of **15.6 additional trips** per person would be undertaken annually, resulting in a **350% increase in train patronage**

- A review of upgrades on V/Line services to Geelong, Ballarat, Bendigo and Traralgon 2000 -2006 identified reduced travel times and enhanced frequency delivered a sustained **increase of 75% in train patronage**

- 75% uplift achieved on the Hume corridor would result in **385,000 additional trips** and total passengers of approximately 900,000 per annum

# Economic Impact

| Socio Economic Benefit | Benefit Type | Current (2015/16) | Future Total (50% Increase) | Future Total (75% Increase) | Future Total (100% Increase) |
|---|---|---|---|---|---|
| Visitor Spend | Output ($M) | **$118.70** | $178.00 | **$207.70** | $237.30 |
| | GRP ($M) | **$58.80** | $88.20 | **$102.90** | $117.60 |
| | Incomes ($M) | **$34.30** | $51.50 | **$60.00** | $68.60 |
| | Employment (FTEs) | **562** | 843 | **983** | 1,124 |
| Rail Operator Spend [(a)] | Output ($M) | **$32.00** | $48.00 | **$56.00** | $64.00 |
| | GRP ($M) | **$14.90** | $22.40 | **$26.10** | $29.80 |
| | Incomes ($M) | **$8.30** | $12.40 | **$14.50** | $16.60 |
| | Employment (FTEs) | **89** | 133 | **155** | 177 |
| Travel Cost Saving | Saving ($M) | **$17.00** | $25.40 | **$29.70** | $33.90 |
| Value of Time | Work/ Business ($M) | **$5.40** | $8.10 | **$9.40** | $10.80 |
| | Leisure ($M) | **$13.50** | $20.20 | **$23.60** | $26.90 |
| Safety Benefit | Benefit ($M) | **$1.80** | $2.70 | **$3.10** | $3.60 |
| Pollution Cost Saving | Saving ($M) | **$1.20** | $1.90 | **$2.20** | $2.50 |

# Potential Economic Uplift

| 75% increase in passengers | |
|---|---|
| Economic Output | **$113M** |
| Gross Regional Product | **$55.3M** |
| Employment (FTE's) | **487** |
| Travel cost savings by communities using rail | **$12.7M** |
| Productive use of time savings by using rail | **$14.1M** |
| Rail V Road Safety Benefit | **$1.3M** |
| Environmental impact cost saving | **$1.0M** |

# Social Accessibility and Isolation

- Regional areas are reliant on access to Capital Cities for a range of services such as health, retail and entertainment.

- On average, existing passengers take 8.3 trips per year by train to access medical appointments, cultural and sporting events, retail activities, or education activities.

- Reliable passenger rail services between Albury and Melbourne provide a critical link for North East residents – social inclusion and enhanced liveability.

# Travel Patterns

- **Existing rail passengers** made an average of 20 trips to/from Melbourne per year with 11 via train.
- **22% of existing passenger trips** to and from the study area to Melbourne were made via **train/rail replacement services (i.e. buses)**.
- One in six existing passengers would not have made the trip if the train service was unavailable.
- Visiting friends and family was the most popular reason for train travel.
- **Potential passengers** made an average of 18 trips to/from Melbourne per year with travel via car the most popular mode.

# Current Rail Perceptions

- Moderate to low satisfaction with rail services
  - 27.3% likely to continue using train services
  - 14.3% likely to recommend the service to others
  - 64.8% dissatisfied with service overall

- Most important area for service change related to service features.

- Second tier priorities related to amenity and convenience.

# Business Findings

- 10 businesses interviewed.
- Top 2 reasons for business travel were meetings and staff training.
- Main modes of travel for business were driving and flying.
- Businesses closer to Seymour were more likely to use the train due to increased schedule frequency.
- 20% said they would use the train more frequently if barriers were removed / improvements made.

# Areas for Improvement

Top 5 areas for service improvement identified:

1. More reliable services
2. Faster journey times with fewer stops
3. More frequent services
4. Elimination of bus replacement service
5. Consistency of travel time

If the areas for improvement were addressed:

- 59% of existing and 72% of potential passengers would **convert their non-train trips to rail travel**.
- 65% of existing and 57% of potential passengers would undertake **additional trips**.

# Summary

- Economic benefits from existing passenger rail services - $150.7M Output, $73.7M GRP, $42.6M incomes, 651 jobs and almost $38.9M in other time, travel cost, safety and pollution savings
- Poor rail service and negative perceptions are significantly holding back regional economic and social growth
- Service improvements could deliver 75% or more than 385,000 additional passenger rail trips per annum
- Economic impact of 75% uplift - $113M Output, $55.3M in GRP, 487 jobs, $29.8M in savings

6A
5A
1157
6A
5A

# Recommendations

1. Prioritise planning and development of passenger rail infrastructure and services between Albury and Melbourne.

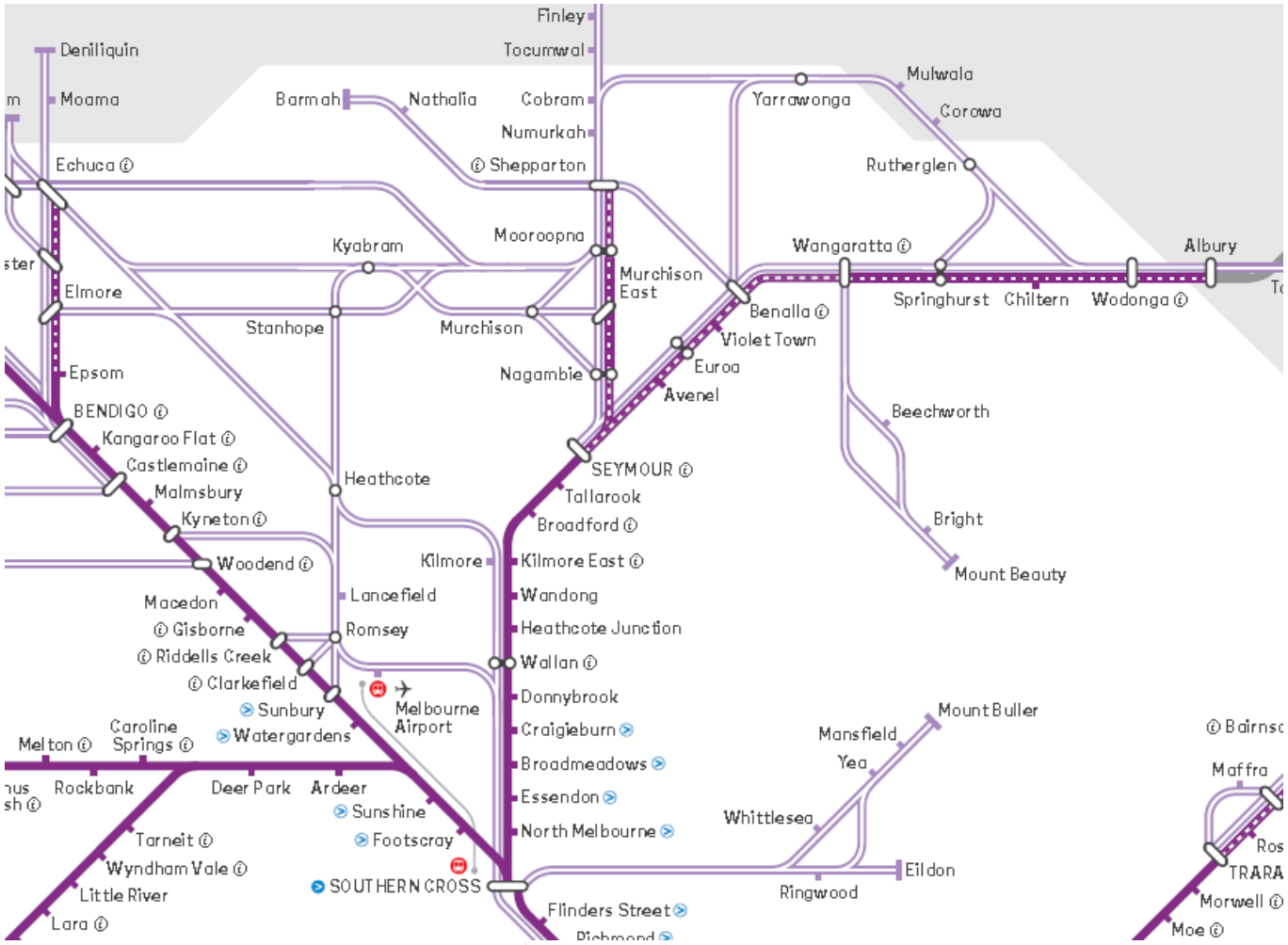
2. Focus on reducing journey times by;
   a) Fewer stops on some trips.
   b) Improved infrastructure to enable faster train speeds.

3. Provide additional and more frequent services between Albury and Melbourne (may include scheduled connections to Seymour services).

4. Modernise rolling stock to ensure greater reliability and consistency of services.

# NSW Trains Network

# V/Line Network



## Resource Sharing Report
## REROC Board Meeting
## Friday, 27 October 2023

**Regional ARIC Project** – we have written to Minister Hoenig about REROC hosting the ARIC Regional Co-ordinator position. We have not received a response.

**Planning Technical Group**
The Group last met on 10 August 2023 and is scheduled to meet again on 26 October 2023.

**Workforce Development Group**
The Group was scheduled to meet in September but the meeting did not go ahead.

**Water and Wastewater Technical Group**
The Group last met on 2 August and was due to meet in early October but the meeting was cancelled due to lack of numbers.

**Infrastructure/Engineers Group**
The Group met in West Wyalong on 1 August and will meet again on 7 November.

**Youth and Community Network**
The Group has started doing some preliminary work on the Take Charge Leadership Forum. We are negotiating with a choir master to run a singing activity for 2024 which we think will be fun.

Members of the Group have been advised that meetings will now be part of the Regional Youth Meetings run by Regional NSW and they are happy with this outcome.

**Riverina Spatial Information Group (RivSIG)**
The Group was due to meet on 21 September, we now have people attending the meetings from Wollongong, Shoalhaven, Eurobodalla, Albury, Central West and Western Riverina.

We have almost finalised the agenda for the *Mapped Out* Conference which will be held 15-16 November. The agenda is **attached**, once again we encourage as much participation as possible by Member Councils.

**Energy and Innovation Conference**
The Conference was held on 14-15 September and was very successful. We had about 85 people attending, including speakers, guests and trade stands. We have had extremely positive feedback on the Conference and the agenda. There was a drama with our Keynote speaker Ross Garnaut when he took a tumble from his bike and broke his leg but thankfully, he was well enough to come in by Zoom to deliver his presentation.

There was an issue however with timing for the Conference not only did it once again clash with the Regional Australia Institute's National Conference it also fell during a week when a number of our Members have council meetings. In addition, it is too close to the No Time to Waste Conference. We

have made the decision to move the Conference to the last week in August which we think will address the timing issues for us. The Conference will retain its 1.5-day format, the venue will again be The Range.

Julie Briggs
Chief Executive Officer

RivSiG

# mapped Out 2023

REROC

Showcasing the use of Spatial Data to enhance the operation and delivery of Government Services

## Wednesday 15 and Thursday 16 November 2023

Rules Club, Cnr Fernleigh and Glenfield Rds
Wagga Wagga NSW 2650

HOSTED BY:

REROC
RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS

SUPPORTED BY:

RivSiG
RIVERINA SPATIAL Information Group

GOLD SPONSOR:

NSW

# DAY ONE

## Wednesday 15 November 2022

**Rules Club, Wagga Wagga**

| | |
|---|---|
| 9.00 - 9.30 | Registration, Coffee, Visit Trade Stands and Networking |
| 9.30 - 9.35 | Welcome to Country<br>Aunty Kath Withers |
| 9.35 - 9.45 | Welcome – Cr Rick Firman OAM<br>REROC Chairman |
| 9.45 -10.15 | Andrew Hagan, CSU - Extended Reality Centre<br>***The Extended Reality Centre and its projects*** |
| 10.15- 10.45 | Graham Hammond, Geoscience Australia<br>***ElVis system*** |
| 10.45 - 11.15 | Brenton Ray, DCS Spatial Services<br>***Live NSW (TBC)*** |
| 11.15 - 11.30 | Trade Stand Panel |
| 11.30 – 12.00 | **Morning Tea, Visit Trade Stands and Networking** |
| 12.00 – 12.30 | Lauren Carter, Geoscience Australia<br>***Modern Topographic Mapping*** |
| 12.30 – 1.00 | Sean Graham, Braeden Lampard & Mason Schembri, Oz Fish & Junee Shire Council<br>***Bethungra Dam Fish Habitat Project Underwater mapping*** |
| 1.00 – 1.15 | Trade Stand Panel |
| 1.15 – 2.15 | **Lunch, Visit Trade Stands and Networking** |
| 2.15 – 2.45 | Mike Robinson DCS<br>***Emergency Services Spatial Information Library (ESSIL)*** |
| 2.45 – 3.15 | Anna Bradney & Brittany Baker, NSW Department of Planning & Environment & NGIS<br>***NSW Imagery Hub*** |
| 3.15 - 3.45 | Charles Fransen, Albury City Council<br>***Preservation of Survey Infrastructure*** |
| 3.45 – 4.15 | Brett Madsen, Hema Maps |
| 4.15 – 4.45 | Rebecca Marks, Greater Hume Council<br>***Delivering GIS services on a Budget*** |
| 4.45 - 5.00 | Wrap & close |
| 5.00 – 7.00 | **Cocktail Reception** |

Hosted by REROC RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS

RivSIG RIVERINA SPATIAL Information Group

Supported by the NSW

# DAY TWO

## Thursday 16 November 2022

**Rules Club, Wagga Wagga**

9.00 - 9.30 Registration, Coffee, Visit Trade Stands and Networking

9.30 - 9.35 Welcome

9.35 - 10.05 ***Speaker to be confirmed***

10.05 - 10.35 Dr Li Yu, UNSW
***Australian Housing Data Analytics Platform***

10.35 - 11.15 **Morning Tea, Visit Trade Stands and Networking**

11.15 – 11.45 Brett Madsen, Geoscience Australia
***Remotely Possible – Thinking Outside the Polygon***

11.45 - 12.15 Andrew Hagan, CSU Extended Reality Centre
***Digital Twinning using Google***

12.15 - 12.45 Riverina Local Land Services

12.45 – 1.30 Light Lunch

RivSiG mapped Out REROC

Hosted by REROC Riverina Eastern Regional Organisation of Councils

RivSiG Riverina Spatial Information Group

Supported by the NSW

Created: 25/10/2023 7:45 AM

REROC
PO Box 646
WAGGA WAGGA NSW 2650
ABN: 91 443 421 423
Email: mail@reroc.com.au

# Profit & Loss [Budget Analysis]

July 2023 To September 2023

| | Budgeted | Selected Period |
|---|---|---|
| Income | | |
| REROC Income | | |
| Council Contributions | $285,000.00 | $285,000.00 |
| Interest | $2,000.00 | -$5,656.01 |
| Other Sundry Income | $2,000.00 | $0.00 |
| Grant Administration Fees | $85,000.00 | $0.00 |
| Total REROC Income | $374,000.00 | $279,343.99 |
| Procurement | | |
| Collaborative Procurement | $15,000.00 | $0.00 |
| Total Procurement | $15,000.00 | $0.00 |
| Conferences | | |
| Careers in Local Government | $30,000.00 | $0.00 |
| Energy & Innovation Conf Incom | $0.00 | $13,420.00 |
| NTTW Conference | $0.00 | $12,500.00 |
| Total Conferences | $30,000.00 | $25,920.00 |
| Total Income | $419,000.00 | $305,263.99 |
| Gross Profit | $419,000.00 | $305,263.99 |
| Expenditure | | |
| REROC - Expenditure | | |
| Executive Services | $0.00 | $54,006.00 |
| Telephone Charges | $7,000.00 | $889.20 |
| Printing & Photocopying Costs | $6,000.00 | $922.61 |
| Advertising | $1,500.00 | $0.00 |
| Insurance | $8,000.00 | $0.00 |
| Rent | $30,000.00 | $7,500.00 |
| Travel | $0.00 | $270.91 |
| Meetings & Catering | $8,000.00 | $609.09 |
| Representation | $8,000.00 | $0.00 |
| Legal, Accounting & Auditing | $8,000.00 | $1,427.58 |
| Subscriptions Reference Materi | $0.00 | $834.93 |
| IT Expenses | $5,000.00 | $632.09 |
| Other Sundry Expenses | $2,000.00 | $278.25 |
| Food & Catering Costs | $0.00 | $165.23 |
| Equipment consumables | $4,000.00 | $0.00 |
| Utilities | $6,000.00 | $0.00 |
| Motor Vehicle | $8,000.00 | $0.00 |
| Total REROC - Expenditure | $101,500.00 | $67,535.89 |
| Procurement | | |
| Procurement Officer - Phone | $0.00 | $266.94 |
| Total Procurement | $0.00 | $266.94 |
| Payroll Expenses | | |
| Wages & Salaries Expenses | $240,000.00 | $0.00 |
| Superannuation Guarantee | $26,400.00 | $0.00 |
| Workers Compensation Insurance | $10,656.00 | $0.00 |
| Leave Entitlements | $30,144.00 | $0.00 |
| FBT | $4,000.00 | $0.00 |
| Total Payroll Expenses | $311,200.00 | $0.00 |
| Conference Expenses | | |

Created: 25/10/2023 7:45 AM

REROC
PO Box 646
WAGGA WAGGA NSW 2650
ABN: 91 443 421 423
Email: mail@reroc.com.au

## Profit & Loss [Budget Analysis]

July 2023 To September 2023

| | Budgeted | Selected Period |
|---|---|---|
| Energy & Innovation Conf exps | $0.00 | $17,627.33 |
| Total Conference Expenses | $0.00 | $17,627.33 |
| Youth Expenditure | | |
| Take Charge Expenses | $0.00 | $13.87 |
| Total Youth Expenditure | $0.00 | $13.87 |
| Build a Bridge Project | | |
| BAB Expenditure | $0.00 | $1,782.64 |
| Total Build a Bridge Project | $0.00 | $1,782.64 |
| Total Expenditure | $412,700.00 | $87,226.67 |
| Operating Profit | $6,300.00 | $218,037.32 |
| REROC-Projects Income | | |
| Strategic Collaboration | | |
| Strategic Collaboration - JO | $0.00 | $5,713.27 |
| Total Strategic Collaboration | $0.00 | $5,713.27 |
| Total REROC-Projects Income | $0.00 | $5,713.27 |
| REROC-Projects Expenditure | | |
| Strategic Collaboration | | |
| Strategic Collaboration JO | $0.00 | $5,713.28 |
| Stragetic Collaboration Street Lighting | $0.00 | $1,813.77 |
| Total Strategic Collaboration | $0.00 | $7,527.05 |
| Disaster Risk Reduction Project | | |
| DRR - Mapping and Spatial Data | $0.00 | $500.00 |
| DRR - Project Admin | $0.00 | $16,115.39 |
| DRR - Project Admin Support | $0.00 | $10,500.00 |
| DRR - Travel & Car | $0.00 | $551.68 |
| DRR - Superannuation | $0.00 | $1,772.68 |
| Total Disaster Risk Reduction Project | $0.00 | $29,439.75 |
| JO Net Zero Acceleration Project | | |
| Net Zero Project Manager (wages) | $0.00 | $24,670.33 |
| Net Zero Project Officer Super Guarantee | $0.00 | $2,713.74 |
| Net Zero Project Officer Ancillary Costs | $0.00 | $1,825.25 |
| Total JO Net Zero Acceleration Project | $0.00 | $29,209.32 |
| EPA VRWG Funding | | |
| Regional Co-ordination Activit | | |
| Travel | $0.00 | $813.44 |
| Wages | $0.00 | $21,000.00 |
| Phone | $0.00 | $256.31 |
| Rent | $0.00 | $1,050.00 |
| Car | $0.00 | $182.72 |
| Total Regional Co-ordination Activit | $0.00 | $23,302.47 |
| Project 1 | | |
| School Programs | $0.00 | $1,201.60 |
| Total Project 1 | $0.00 | $1,201.60 |
| Project 2 | | |
| Recycle Night-Adv & Prom | $0.00 | $836.44 |
| Total Project 2 | $0.00 | $836.44 |
| Project 3 | | |

Created: 25/10/2023 7:45 AM

REROC
PO Box 646
WAGGA WAGGA NSW 2650
ABN: 91 443 421 423
Email: mail@reroc.com.au

## Profit & Loss [Budget Analysis]

July 2023 To September 2023

| | Budgeted | Selected Period |
|---|---|---|
| Regional Collection Contracts | $0.00 | $453.94 |
| Total Project 3 | $0.00 | $453.94 |
| Total EPA VRWG Funding | $0.00 | $25,794.45 |
| CRC Education | | |
| CRC Communications Activities | $0.00 | $1,890.91 |
| Total CRC Education | $0.00 | $1,890.91 |
| Waste Management Expenditure | | |
| Waste Management Expenditure | $0.00 | $51.77 |
| Total Waste Management Expenditure | $0.00 | $51.77 |
| Total REROC-Projects Expenditure | $0.00 | $93,913.25 |
| Net Profit/(Loss) | $6,300.00 | $129,837.34 |

Created: 25/10/2023 7:45 AM

REROC
PO Box 646
WAGGA WAGGA NSW 2650
ABN: 91 443 421 423
Email: mail@reroc.com.au

# Balance Sheet [Budget Analysis]

September 2023

| | Budgeted | Selected Period |
|---|---|---|
| Assets | | |
| Current Assets | | |
| Bank Accounts | | |
| REROC Operating Account 663299 | $693,111.23 | $801,203.09 |
| REROC Grant Account 663301 | $1.21 | $1.21 |
| Beyond Bank 03671268 | $29.40 | $29.40 |
| Total Bank Accounts | $693,141.84 | $801,233.70 |
| Investments | | |
| Beyond Bank Investment | $264,729.33 | $264,729.33 |
| Beyond Bank Investment | $264,023.29 | $271,547.95 |
| Total Investments | $528,752.62 | $536,277.28 |
| Other Current Assets | | |
| Trade Debtors | $0.00 | $21,701.07 |
| Total Other Current Assets | $0.00 | $21,701.07 |
| Total Current Assets | $1,221,894.46 | $1,359,212.05 |
| Non-Current Assets | | |
| Motor Vehicles | | |
| Motor Vehicles At Cost | $36,961.58 | $36,961.58 |
| Accum. Depr. Motor Vehicles | -$36,960.58 | -$36,960.58 |
| Total Motor Vehicles | $1.00 | $1.00 |
| Total Non-Current Assets | $1.00 | $1.00 |
| Total Assets | $1,221,895.46 | $1,359,213.05 |
| Liabilities | | |
| Current Liabilities | | |
| GST Liabilities | | |
| GST Collected | $0.00 | $39,294.97 |
| GST Paid | $0.00 | -$28,374.85 |
| Total GST Liabilities | $0.00 | $10,920.12 |
| Payroll Liabilities | | |
| PAYG Withholding Payable | $0.00 | $2,360.00 |
| Total Payroll Liabilities | $0.00 | $2,360.00 |
| Other Current Liabilities | | |
| Trade Creditors | $0.00 | $500.13 |
| Total Other Current Liabilities | $0.00 | $500.13 |
| Grant Liabilities | | |
| Disaster Risk Reduction | $233,470.01 | $233,470.01 |
| Net Zero Acceleration | $64,282.80 | $64,282.80 |
| Bin Trim | $42,500.00 | $42,500.00 |
| Contaminated Land | $68,537.81 | $68,537.81 |
| VRWG | $53,953.95 | $53,953.95 |
| Total Grant Liabilities | $462,744.57 | $462,744.57 |
| Total Current Liabilities | $462,744.57 | $476,524.82 |
| Total Liabilities | $462,744.57 | $476,524.82 |
| Net Assets | $759,150.89 | $882,688.23 |
| Equity | | |
| Retained Earnings | $752,850.89 | $752,850.89 |

Created: 25/10/2023 7:45 AM

REROC
PO Box 646
WAGGA WAGGA NSW 2650
ABN: 91 443 421 423
Email: mail@reroc.com.au

## Balance Sheet [Budget Analysis]

September 2023

| | Budgeted | Selected Period |
|---|---|---|
| Current Year Surplus/Deficit | $6,300.00 | $129,837.34 |
| Total Equity | $759,150.89 | $882,688.23 |

**REROC Waste Forum Report**
**REROC Board Meeting**
**Friday, 27 October 2023**

**Bin Trim Grant**
We have just started working on the Bin Trim grant. We are arranging a FOGO audit for the 4 participating councils. The audit will look at the FOGO that is collected to estimate the amount of food waste to green waste that is being collected. We will use this as base line data for the grant.

The EPA has been holding meetings with the grant proponents to work out ways that we can work together on the project and not duplicate things. They are also producing standard merchandise that can be used with businesses. There is a rebate scheme attached to Bin Trim whereby businesses can claim back some of the costs of improving their waste management, however we are still waiting for an announcement on that. It is an important tool for incentivising businesses to participate so we are hoping for an announcement soon.

We are still to recruit a project officer to recruit businesses to the project. We lost the one we briefly had but are now exploring a couple of other opportunities. We are still aiming to work with council Economic Development Officers on the project.

**FOGO Audits at Junee and Coolamon**
We have selected MRA Consulting to undertake these audits which will provide us with information in relation to the effectiveness of fortnightly FOGO collections. We had worked out the timetable for the audits but are now questioning whether we have in fact got the right approach.

The audits are due to commence in November, 350 red and yellow bins will be audited in each LGA. The EPA is fully funding the audit, although Junee and Coolamon are providing the on-ground logistics.

**E-Waste Collections**
E-Waste collections again hit problems but this seems to have righted itself. There is a backlog in processing at Kurrajong and this is causing problems as well. However, an alternative service is far too expensive and so we need to persist with this and make it work.

***Recycle Night? Recycle Right!*** **Campaign**
The *Recycle Night? Recycle Right!* campaign continues across the region. The contract with the Forum 6 cinema in Wagga runs until December 2023 and we have been running ads at the Cootamundra Theatre.

**Regional Contracts**

1. **Waste Metal Tenders**
   We are currently running a collection of scrap metal. We contracted Access Recycling for this round of collections. This is the first time we have used Access and everything seems to be going really well. The collections are running on time and are expected to be completed by mid-November.

2. **Green Waste Processing**
   We are organising a green waste processing contract. The majority of councils have indicated that they need a service.

**REROC No Time To Waste Conference**

Our *No Time To Waste* conference was held last week and while our numbers were not what we were looking for, the Conference itself was very successful. We received a grant from Destination NSW to extend the Conference by a day, this effectively meant that it ran for 3 days – which was way too long. It did enable us to include site tours and about 20 people went on those. We visited the FOGO processing at Coolamon, Coolamon Cheese Factory, Junee Licorice (where Neil Druce talked about organics and how the business deals with waste) and Kurrajong Recycling where we looked at the solar panel recycling which was amazing.

We think the 3 days may not have been attractive to some and rather than attend for the usual 1.5 days they elected not to attend at all. We will lodge a report with Destination NSW on the additional day, but in the future we might put something optional on for the second half of the second day and that would be it. Also, we are rethinking about returning to the Rules Club for the event, although The Range is the better location.

**School Projects**

1. **Kindy Kits**

All the schools in the Region have been phoned about the Kits and asked for their numbers. They are now being sent order forms. We have ordered 1800 bags for distribution at the beginning of the 2024.

2. **Eaton Gorge Theatre Company**

The theatre in education team will be back in 2024, we are just working out which LGAs are due for a visit from them.

**CRCs**

The EPA's CRC education funding has not been allocated for this Financial Year. We are not quite sure whether we will be receiving funding.

The work on the evaluations for last year is almost completed, we are running late. However a snapshot of what we found is below:

**Landfill Gas Capture Specification Project**

The consultant that we have engaged has undertaken a desktop review of the potential of Temora and

Culcairn landfills for this type of project. At this point we have received advice that Culcairn is not viable but Temora might be. The work is continuing and we have requested a formal report on it, as this project has also been flagged by the JONZA project. So we will include the report in our reporting for that project.

Landfill gas capture, captures the gas released by organic waste in the landfill. The EPA is determined that there will be a mandate in place by 2030 for every council to have a kerbside FOGO collection which means large volumes of this waste will stop entering landfills. The consequence of this would seem to be that capture projects will no longer be viable. However, the industry is now talking about anaerobic digestion (AD) being an answer to FOGO processing and that they can capture the gas from that process. In this Region it is highly unlikely that AD will ever be economically viable.

**Food and Green Keep it Clean!**

We are working with Adam Drummond and his team at Wagga TV to make new advertisements for FOGO. Wagga TV has presented us with some great ideas which have been agreed upon. Actors have been chosen and the ads will be shot in the next month. We are making five ads in total, with the first four ads about what not to put in the bins. Like: takeaway food containers, nappies, recyclables and waste. These four ads will be ready by December, and we will look at slotting them in at cinemas then. The fifth ad will take a little longer and we are working with CSU's Extended Reality Centre (XRC) for a digital production about how the compost is used, showing parks and gardens.

**RENEW Meetings**

There is a RENEW meeting scheduled for Sydney on 2 November. It will be a joint Metro and Regional groups meeting.

**REROC Waste Forum Meeting Dates 2023**

Wednesday, 13 December 2023

Leah Gain
Regional Projects and Waste Officer

**Energy and Net Zero Report**
**REROC Board Meeting Friday,**
**27 October 2023**

**Access to electricity retailer online portals**

- Most Member Councils have Shell as their electricity retailer for their small sites & Iberdrola for large sites, and both of these offer online portals
- What is available on portals?
    - list of all the Council's sites
    - list of the type of meter for each site (e.g. basic meter or smart meter)
    - detailed information about usage (including 30 minute interval data if site has a smart meter) and access to invoices and charges data
- I am sending a request to the Energy Management Technical Group members asking to be added to the portals so I can access electricity usage and charges data to
    - facilitate tariff reviews (to identify sites that can be moved to a cheaper network tariff)
    - support feasibility studies of installing solar and/or batteries (as through BEAM tool below)

**BEAM council solar/battery tool (free access for councils due to NSW funding)**

- https://www.beam.solar/nsw-council-start
- the tool can model the savings and payback periods for different sized solar systems and batteries, using
    - some information from site invoice (i.e. charges for different times of use) and
    - interval data for the site
- using this tool may provide business cases we need for application to the upcoming $100 million Federal Community Energy Upgrade Fund that will provide **grants to local governments** for co-fund energy efficiency & related projects (guidelines due in December)

**New material in latest draft REROC Regional Energy Efficiency and Net Zero Plan**

- This progressing we have prepared profiles on each Member Council for inclusion in the Plan (**Attached**). Thank you to the GMs and Energy Management Technical Group members who reviewed and provided input for the profiles. The profiles illustrate the progress that Member Councils have made in energy reduction, cost savings and emissions reductions. If Members could review the profiles one last time to ensure that they are happy with them.
- We are finalising the explanatory text that needs to be added for the objectives of the Plan.
- Next stage will be the addition of Executive Summary/Introduction and lay out/graphics
- Once we have finalised the draft it will be sent to Members for comment with a final version coming to December Board meeting for adoption.

**NSW introduces legislation of emission targets (12 Oct)**

- "The Climate Change (Net Zero Future) Bill 2023 commits New South Wales to cutting greenhouse gas emissions by at least 50% by 2030 and reaching net zero by 2050"
- The bill is also "to establish the Net Zero Commission to monitor and report on progress towards the 2030 and 2050 targets."

**Small Generation Aggregator services – extra income for solar & batteries**

- Small Generation Aggregators (SGA) are a new type of electricity market participant added in 2021
- "An SGA can supply electricity aggregated from one or more small generating units, which are connected to a distribution or transmission network"
- e.g. South Street Energy provides 50% of the gain from selling electricity from solar or battery onto the spot market when prices are high
    - (minimum size solar system 25kW)
- CNSWJO have negotiated a contract with South Street Energy that Councils can take up, with no cost to councils and an opt out option after one year
- 5 minute video https://vimeo.com/442270316 Password: Sol@rServices#1

**EVX partnership with Essential Energy to put destination (slow) chargers on utility poles**

- EVX maintain/operate; Council just provides parking site & signage if interested
    -

- https://evx.tech/local-councils-government/
- Recent example https://tooraktimes.com.au/evx-partners-with-essential-energy-to-bring-first-kerbside-ev-charger-to-hawks-nest/

**Low Carbon Procurement and Supply Chain Decarbonisation**

- Good quality webinar by 100% Renewables (recording & slides here)
- Webinar estimated that value chain emissions are generally about 10 times the size of an organisation's direct, operational emissions (Scope 1 and 2)
- Free guide at link above on "Best Practices in Low Carbon Procurement"

**Growing competitiveness of electric small machinery**

- This was discussed at the Energy and Innovation Conference. The focus is on EV fleets but there are smaller machines that councils use that can also be converted to electric.
- See attached claimed electric vs diesel cost comparison for grass cutters

Will Adlong
Energy Efficiency and Net Zero Project Officer

## Council profiles

### Bland Shire Council

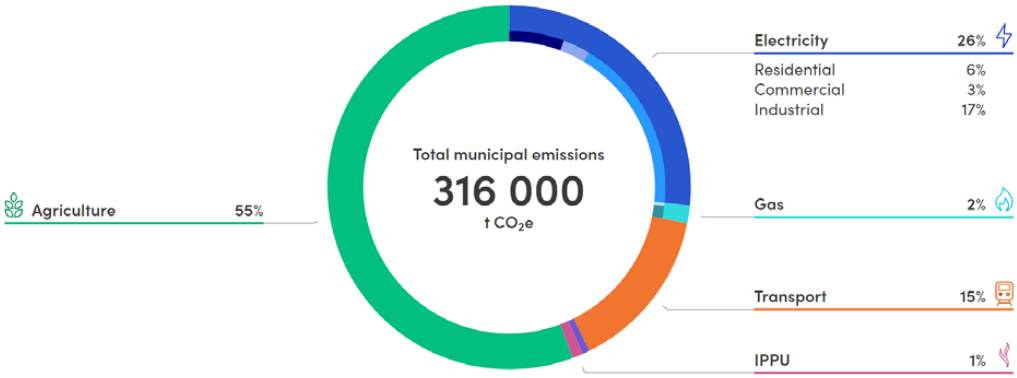
population – 5,547
area – 8,765 sq kms
number of households – 2,151

The Australian PV Institute (APVI) estimates that approximately 35% of dwellings in the Bland LGA have a solar installation; that is, 974 household solar PV installations, averaging about 4.8kW per dwelling and totalling 4685kW. Additionally, APVI estimates that there are 181 business installations, averaging 17.5kW, that total 3180kW.

With normal yearly generation, and assuming electricity prices of $.35/kWh and a 30% self-consumption of the electricity generated, residents and businesses in the Bland LGA would be saving about $1.4 million each year with their solar installations.

Bland LGA is also host to the West Wyalong solar farm of 108MW, the Wyalong solar farm of 75MW and a Pace Farms solar installation of 928kW.

Total emissions for the Bland LGA are estimated as 316,000 tonnes CO2e (according to 2020-21 data on the Snapshotclimate site). The majority of emissions (55%) are attributed to Agriculture (predominantly to livestock), with the next highest sources being electricity (26%) and transport (15%). The Snapshotclimate information, however, does not include the possible approximate 200,000t$CO_2$e/yr of the Lake Cowal mine.




While the emissions from Council are only a small fraction of total LGA emissions, Bland Council plays a leadership role in lessening emissions, embracing innovative technologies and saving costs. In the Bland Community Strategic Plan (CSP), the “Message from the Mayor and Councillors” states:

- "Council staff are committed to continuous improvement. Council is embracing new technology, new ideas and new initiatives for the betterment of not only the organisation but the wider community."

One of the objectives of the Community Strategic Plan is to "improve utilisation of existing resources including exploring new technologies", and one of the strategies is to "Support a sustainable environment for current and future generations..."

The advice that the Council gives in the CSP to the community on how they can assist in implementing the plan includes:

- "Choose energy efficient building materials, appliances and vehicles";
- "Use energy and water efficiently";
- "Buy local and then re-spend locally – stop funds leaking out of our communities".

The savings from the community's rooftop solar may be considered one way that the community is buying locally, and probably also re-spending locally.

Bland Shire Council had an Energy Saving Action Plan (ESAP) developed by 100% Renewables in 2021, with funding from NSW Sustainable Councils.

The ESAP noted that Bland Council had already implemented numerous solar PV projects through onsite solar Power Purchasing Agreements (PPAs), listing the:

- 25kW solar PV installation at West Wyalong Effluent Reuse Pump;
- 10kW solar PV installation at West Wyalong Sewer Pump Station;
- 32kW solar PV installation at West Wyalong Sewage Treatment Plant
- 20kW solar PV installation at Bland Shire Depot;
- 20kW solar PV installation at Bland HACC;
- 10kW solar PV installation at Boundary Street Pump;
- 33kW solar PV installation at 6 Shire Street;
- 10kW solar PV installation at West Wyalong Sports Stadium;
- 7.8kW and 15kW solar PV installations at West Wyalong Pool;
- 15kW solar PV installation at Ungarie Pool;
- 7kW solar PV installation at Ungarie Treatment Works.

The savings from just the solar installations at that time would have been close to $50,000/yr.

Strategies of the ESAP included:

- Council should seek to ensure that major new projects, or expansions are designed to be energy efficient, and to accommodate solar PV, BESS and EV charging to meet part of these developments' energy demands;
- buy Greenpower for electricity from the grid (aiming for 100% Greenpower by 2030);
- for the longer term, Council consider a mid-scale solar farm at the West Wyalong landfill.

Since the ESAP was completed, Bland has taken up a number of other ESAP recommendations and strategies. It has:

- taken up a Power Purchasing Agreement (PPA), as part of a consortium of councils, providing cost savings and security of price for years to come. Through this PPA, Bland is buying 25% Greenpower (still at a lower cost than the previous contract);
- participated in the Southern Lights LED upgrade of streetlighting;
- begun to purchase hybrid vehicles for the fleet, when cost effective.

Going forward, Bland Council prioritises a number of energy, emission and cost saving strategies, largely based on the ESAP:

- Investigate Battery Energy Storage System (BESS) opportunities across various facilities that already have established solar PV systems to store exported energy that would otherwise go to the grid; e.g. Council offices, Depot, (STP) and sporting facilities;
- Evaluate expanded rooftop PV system on Council's administration building with back up by a battery storage system, & an increase of the solar arrays at West Wyalong's Sewerage Treatment Plant, Ron Crowe Oval, & the Preschool;
- Investigate LED lighting upgrades across sporting facility sites, and for all administration buildings lighting to be replaced by LED as needed;
- Exercise due diligence prior to purchasing new fleet, esp. as technology in transportation emerges. Council will be assessing all fleet purchasing options, e.g. hybrid and electric vehicles, as well as considering installation of EV charging stations;
- Investigate further solar power purchasing agreements from local solar farms.

## Coolamon Shire Council

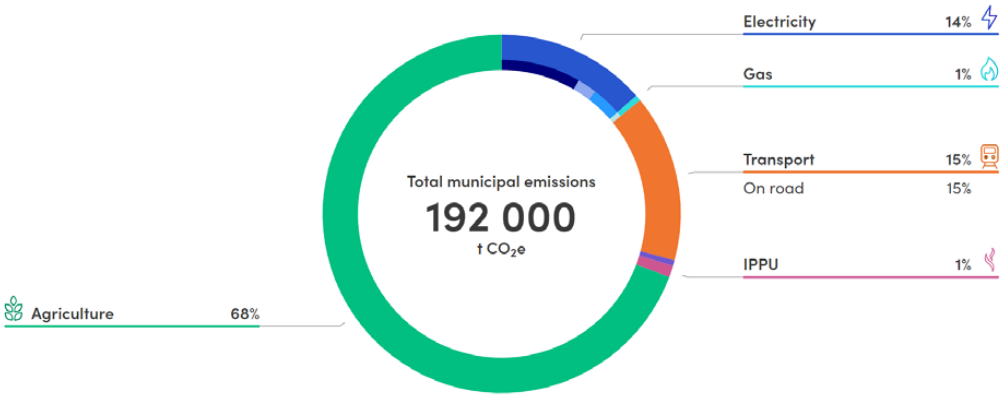
population – 4,385
area – 2,494 sq kms
number of households – 1,649

The Australian PV Institute (APVI) estimates that approximately 39% of dwellings in the Coolamon LGA (June 2023) had a solar installation. That is 724 installations of an average of nearly 5kW each, totalling 3449kW. Additionally, there are 90 larger installations, averaging 15.5kW, that total 1395kW.

With normal yearly generation, and assuming electricity prices of $.35/kWh and 30% self-consumption of the electricity generated, residents and businesses in Coolamon LGA would be saving about $860,000 each year with their solar installations.

Total emissions for the Coolamon LGA are estimated as 192,000 tonnes $CO_2e$ annually (according to 20-21 data on the Snapshotclimate site). The majority of emissions (68%) are attributed to Agriculture (particularly to livestock), with the next highest sources being transport (15%) and electricity (14%).

Coolamon Council emissions were less than 1% of the estimated total LGA emissions.




Still, our councils are keen to lead the way. One of the underlying values in the Coolamon Community Strategic Plan (CSP) is the: "commitment to strive for social, economic, and environmental sustainability for the benefit of future generations". The CSP states that:

> *As a sustainable community we will make decisions today that allow us to hand the Shire to future generations in a better condition than it is in now. Our focus will be on thoughtful environmental custodianship…*

Planning for the future will include a focus on “climate change initiatives”.

Additionally, the Coolamon’s Delivery Program and Operational Plan 2023-2027 includes a commitment to demonstrate leadership in relation to solar efficiency and to, “Encourage solar energy usage by Shire communities” (p. 30).

Coolamon Shire Council had an Energy Saving Action Plan (ESAP) developed by 100% Renewables in 2021, with funding from NSW Sustainable Councils. The ESAP showed initiatives that Coolamon had already taken at that time, including the installation of:

- 12kW solar PV at Coolamon Shire Community Centre;
- 30kW solar PV at Allawah Lodge;
- 20kW solar PV at Aitken-logan Dementia Wing;
- 20kW solar PV at Coolamon Sewerage Treatment Works;
- 4.3kW solar PV at Ardlethan Preschool;
- 10kW solar PV at Ardlethan Museum;
- 25 x 3.4kW solar PV at Allawah Village;
- LED lighting at most of Council’s facilities such as offices, sports centres, and depot.

Also, over 10 years ago Coolamon introduced FOGO (organic waste collection), which reduces emissions that would have occurred as the organics decomposed at landfill.

Based on the ESAP, Coolamon Shire Council identified the following priorities:

- Power sharing/virtual power;
- Batteries;
- Energy efficiency, controllable pumps;
- PV upgrades and additions;
- Electric Vehicles;
- Monitoring of overall performance of current measures adopted.

Since the ESAP, one of Coolamon Council’s most significant initiatives in reducing costs and emissions has been the changeover to LEDs for streetlighting (with an estimated savings of 95 tonnes $CO_2e$/yr) through the Southern Lights project. Another of the most significant projects has been signing up with a consortium of councils for a Power Purchase Agreement (PPA) with Iberdrola. This began on 1 Jan 2023 and provides electricity price savings and security against electricity price rises for 8 years, as well as making practical the purchase of 50% Greenpower for Coolamon Council’s large sites.

Additional initiatives include:

- change of heritage lights in Coolamon and Ardlethan to LED technology;
- installation of 4kW solar on Lyons Park; and
- installation of solar PV on the Ganmain hall.

Coolamon Council has been gradually putting in heat pumps – reverse cycle individual units - in residents' rooms in Allawah Lodge.

Coolamon has set aside an amount ($50,000) in the current budget to pursue energy initiatives, e.g. possibly battery storage to complement the existing solar at the pool or other site.

Coolamon has allocated resources in the 2023-24 year for energy efficiency measures for four new cabins in the caravan park, including LEDs & heat pump hot water systems.

**Carbon footprint from energy use**

Coolamon Council's carbon footprint from energy use is approximately 1320 tonnes $CO_2e$.

After the reduction in emissions due to the change of streetlighting to LED, new solar systems and other energy efficiency initiatives, the emissions from electricity use would have dropped significantly, to close to 40% of Council's total emissions from energy use.

Emissions from transport in 2020 were estimated as 816 tonnes $CO_2e$:

- Diesel - 796 tonne $CO_2e$ (including scope 3)
- Petrol - 20 tonne $CO_2e$ (including scope 3).

Assuming the same number of litres of fuel were being used now, transport emissions would have risen as a percentage of total Council emissions from energy use, possibly as high as 60%. As with many of the REROC Councils, Coolamon's success with reducing emissions from its electricity use has meant that transport emissions have become a more significant proportion of its overall emissions.

Coolamon Shire Council has two hybrid vehicles on order and one plug hybrid is being considered for the Riverina Regional Library. Council has also installed two dual port destination chargers in Coolamon Shire, which both promote tourism and local electric vehicle ownership.

## Cootamundra-Gundagai Regional Council

population – 11,403
area – 3,981 sq kms
number of households – 4,490

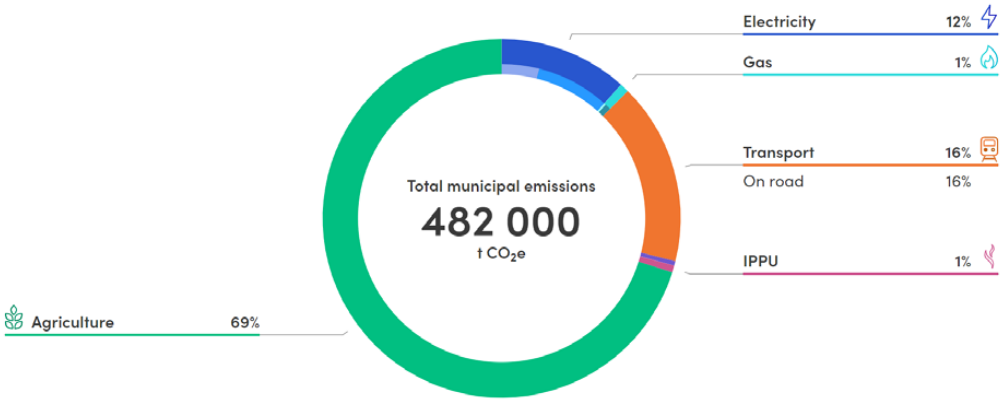
The Australian PV Institute (APVI) estimates that approximately 34% of dwellings in the Cootamundra-Gundagai LGA have a solar installation. That is, it estimates there are 1875 household installations with an average of 4.7kW each, totalling 8786kW. Additionally, there are an estimated 279 business installations, averaging 17.8kW, that total 4964kW.

With normal yearly generation, and assuming electricity prices of $.35/kWh and a 30% self-consumption of the electricity generated, residents and businesses in the Cootamundra-Gundagai LGA would be saving about $2.4 million each year with their solar installations.

Listed below are larger installations that are DA approved and/or constructed in the Cootamundra-Gundagai LGA:

- Cootamundra Oil Seed installation of 469kW;
- Five megawatt Solar Farm and Battery Storage Facility at 101-173 Cowcumbla St Cootamundra (under construction);
- Four megawatt Solar Farm at 167 Five Mile Creek Road Gundagai (Development Consent issued);
- Twelve megawatt Solar Farm on Gundagai Road, Cootamundra (Development Consent issued);
- State Significant DA lodged with NSW Government for Jeremiah Wind Farm (65 turbine wind farm and battery energy storage system, SSD-22472709);
- State Significant DA lodged with NSW Government for Clara Energy Project (proposed Hydrogen production facility, including a 250 megawatt Solar farm, Rosedale Road Gundagai, SSD-60657974).

Total emissions for the Cootamundra-Gundagai LGA are estimated as 482,000 tonnes $CO_2e$ (according to 2020-21 data on the Snapshotclimate site). The majority of emissions (69%) are attributed to Agriculture (predominantly to livestock), with the next highest sources being Transport (16%) and Electricity (12%).




The Cootamundra-Gundagai Community Strategic Plan (CSP) recognises Council's lead role in facilitating the objectives and strategies of the CSP, including to:

- "Investigate and implement renewable energy technologies to reduce environmental impact…";
- "Encourage energy and resource efficiency initiatives…".

A Key Focus Area of the CSP is:

> *We are a prosperous and resilient region providing opportunities for growth and learning to strengthen and grow our economy, support tourism, and adopt new technologies to ensure longterm sustainability.*

The CSP also recognises that renewable energy is one of the region's main industries.

Cootamundra-Gundagai Regional Council had an Energy Saving Action Plan (ESAP) developed by ChargeWorks in 2021, with funding from NSW Sustainable Councils.

The ESAP noted that Council had already taken steps with energy, emission and cost reductions through:

- installing solar PV systems at a number of Council sites including
  - a 20kW system at the Gundagai Works Depot;
  - a 20kW system at the Gundagai Admin Building;
  - a 10kW system at the Cootamundra Showground;
  - a 10kW system at the Cootamundra Stadium;
- upgrading to energy efficient lighting at different Council sites;
- renegotiating Council's energy contract.

The ESAP recommended further energy efficiency measures (including lighting upgrades, Variable Speed Drives for pumps & upgrades to the efficiency of the pools), nine further solar PV installations, and the incorporation of solar generation in proposed renovations of sites.

The ESAP also recommended that Cootamundra-Gundagai Regional Council:

- seek to negotiate a low-cost renewable Power Purchasing Agreement
- upgrade street lighting to LED;
- consider establishing virtual net metering which could make it economically feasible to install larger solar systems on Council sites;
- investigate the installation of a range of charging options as part of the Sheridan St precinct upgrade to encourage EV tourism.

Since the ESAP was completed Cootamundra Gundagai Regional Council has:

- taken up a Power Purchasing Agreement (PPA), as part of a consortium of councils, providing security of a discounted electricity price for years to come. The Green energy component is targeted at 25%;
- upgraded streetlights to LED (with annual savings in the vicinity of $80,000);
- installed a solar PV system - approximately 30kW - for the Gundagai STP;
- upgraded lighting to LED as part of refurbishment of the Gundagai Administration Building;
- partially changed over to LED in the Mirrabooka Library and Centre;
- begun upgrading the lighting of the Gundagai Visitor Centre;
- solar pathway lighting under construction at Jubilee Park;
- completed some changeover to LED lighting at Fisher Park/Cootamundra Sports Stadium;
- implemented some energy efficient hot water units at Cootamundra Pool to complement existing solar heating.

Priorities going forward:

- Water Treatment Plant - variable speed pumps and solar;
- Cootamundra Administration Building which also includes the library and Council chambers - Looking at solar options as well as upgrading lighting to LED as part of a refurbishment for the library;
- Council Depots - solar installs and LED upgrades;
- Cootamundra Sewer Plant - upgrades to pumps and looking at potential solar options;
- Long term - add solar to all council buildings and upgrade lighting to LED;
- Investigating heating/cooling systems to find more efficient systems;
- Installing solar lighting to pathways through parks and walking tracks.

As stated in the Energy Saving Action Plan:
“Cootamundra-Gundagai’s energy vision [through the actions of the ESAP] is to:

- Reduce electricity cost to Council by 33% compared to 2019 ($195,000 p.a.);
- Reduce our grid energy usage by 42% compared to the 2019 baseline;
- Supply 33% of its electricity with self-generated renewable energy.”

## Goldenfields Water Council

Goldenfields Water County Council supplies retail drinking water directly to almost 11,000 rural, residential, commercial, and other properties in the South West Slopes and Riverina regions. Goldenfields Water also supplies bulk water services to Hilltops, Cootamundra Gundagai Shire Councils and Riverina Water County Council. Its supply system covers over 22,500 square kilometres and services over 45,000 people. REROC Councils make up 5 of the 7 Councils that Goldenfields Water serves.

The electricity used to run Goldenfields' extensive network - particularly the water purification and pumping facilities - and associated administration is much larger than the energy use of the other 7 (general purpose) councils in REROC combined. On average Goldenfields consumes around 14,000MWh of energy per annum with their individual assets of operation ranging between 15kW to 3.15MW sites. The energy to run Goldenfields' assets comes at an average annual cost of around $3 million. It is notable that around fifty percent of this cost is attributed to network charges and not usage.

Goldenfields' Business Activity Strategic Plan 2022-2032 includes:

- the planning principle that "*Infrastructure and policies should protect environmental outcomes by reducing pollution, balancing resource consumption, conserving natural ecosystems and resources, and supporting climate mitigation and adaption*" (p. 11);
- the strategic outcome of "*Energy costs and usage are monitored and reduced through utilisation of alternative technologies and system innovations*." (p. 14)

The Goldenfields' Annual Report 2021-2022 states:

- "We regularly review energy use to proactively identify and implement usage reduction activities to lower costs and reduce carbon foot print" (p. 25);
- "Council currently maintain systems for monitoring its energy and greenhouse gas production. This system is designed to highlight any anomalies and to provide historical trends of councils energy usage" (p. 25).

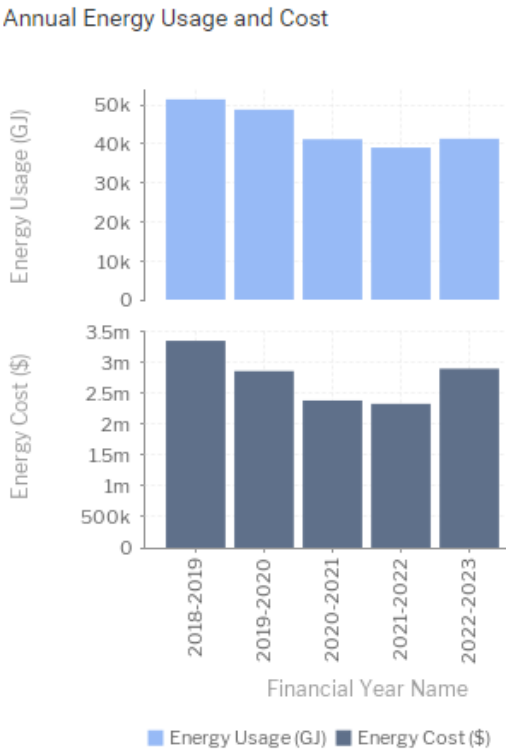
Goldenfields has undertaken and is undertaking many initiatives in order to reduce the energy use and associated emissions of their service. Viable applications, however, are restricted, given Goldenfields' size and the requirements in providing essential water supply services across a regional landscape. Among the most significant of these initiatives are:

- re-strategisation of the Goldenfields distribution network that was historically designed with significant mechanical systems included. Goldenfields has a short to medium term plan to invest significant CAPEX into augmenting the system to include fixed gravity applications to assist with the elimination of fixed mechanical assets that are energy intensive;
- significant investments made in automating Goldenfields' systems via SCADA and Telemetry applications, that also seeks to manage tariff control and applications of

Demand Response whereby they have the ability to load shed their energy usage to gain a potential income stream to alleviate the cost burden of energy supply;

- investigations and intentions to invest in Battery Energy Storage Systems for their large High Voltage sites;
- replacement of all aged mechanical systems with newer more efficient operating systems.

Whilst Goldenfields Water has made significant investment to reduce energy consumption, the reduction that can be achieved still leaves its service an energy intensive operation. Energy savings based upon the previous five years of operation are depicted in the graph below, highlighting the significant rise in cost for similar annual consumption. It should be noted that any increase in population or demand for water supply is a direct correlation of energy consumption. The trend to lower total energy use has been in spite of increased numbers served.



## Greater Hume Council

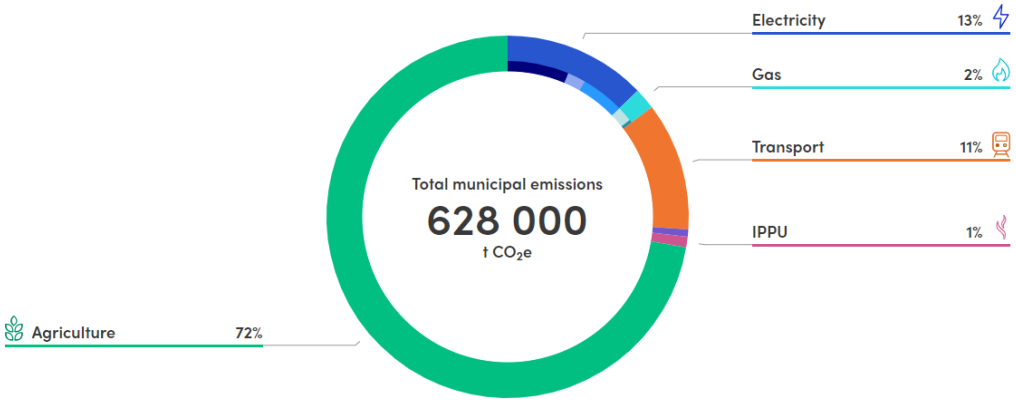
population – 11,157
area - 5,939 sq kms
number of households - 3,936

The Australian PV Institute (APVI) estimates that approximately 44% of dwellings in the Greater Hume LGA have a solar installation. That is, it estimates there are 2088 installations with an average capacity of about 5kW, totalling 10,322kW. Approximately 279 businesses are estimated to have solar PV as well, averaging about 18kW and totalling 5,010kW.

With normal yearly generation, and assuming electricity prices of $.35/kWh, 30% self-consumption of the electricity generated, and payments of $.03/kWh for electricity exported, residents and businesses in the Greater Hume LGA would be saving over $2.5 million each year with their solar installations.

In addition, Greater Hume LGA is the location of four approved solar farms that will total 970MW when fully operational. It is expected that construction of the solar farms will commence during 2024.

Total emissions for the Greater Hume LGA are estimated as 628,000 tonnes $CO_2e$ (according to 2020/21 data on the Snapshotclimate site). The majority of LGA emissions (72%) are attributed to Agriculture (predominantly livestock), with the next highest sources being Electricity (13%) and Transport (11%).



While the emissions from Council are only a small fraction of total LGA emissions, Greater Hume Council plays a leadership role in lessening emissions, embracing innovative technologies and saving costs.

Great Hume's Community Strategic Plan includes the Outcomes of:

- Our liveability boosts quality of life for today's and future generations;
- Our infrastructure and facilities are maintained and built in harmony with the natural environment;

and the Strategy of:

- Support local adoption of clean energy solutions.

Greater Hume Council had an Energy Saving Action Plan (ESAP) developed by ChargeWorks in 2021, with funding from NSW Sustainable Councils. The ESAP laid out Council's energy vision to reduce its electricity costs by 40% compared to 2019 levels.

When the ESAP was completed in 2021, Greater Hume Council had already:

- upgraded streetlights in Greater Hume to LED, reducing "Council's overall energy consumption by 15% (approximately 250MWh p.a.) and reducing electricity costs by $44,000";
- "invested in 381 kW of solar PV across 17 sites", predominantly in 2021, with expected savings of nearly $70,000 p.a;
- renegotiated electricity contracts as a member of REROC, which achieved a 5% reduction in electricity costs.

The ESAP proposed actions including:

- installations of solar PV, battery, and back up generation for Energy Resilience at four Council sites;
- establishment of a Revolving Energy Fund and use of an energy management system and dashboard;
- a trial of electric vehicles for Council leaseback vehicles that travel high kilometres, with required charging infrastructure.

Assisted by the guidance of the ESAP, Greater Hume Council has completed further projects and:

- installed a 20kW solar PV and 30kWh battery system at the Brocklesby Recreation Grounds. Because this avoided an upgrade of the network for the new building, the savings exceed the costs of the system in the first year, with the system to provide free energy for decades to come;
- installed a 10kW solar PV, 40kWh battery and a back up generator at the Wymah Recreation Grounds to provide for the needs of the facility, particularly in times of emergency;

- joined with a consortium of other councils for a power purchasing agreement (PPA) for its large sites and streetlighting, saving costs and providing security against price fluctuations for several years;
- while still saving on costs, Council has committed to 50% greenpower as part of the PPA.

Greater Hume's strategies are supported in the Delivery Program and Operational Plan (DPOP) by the initiatives of:

- Promote programs to enable citizens to adopt energy efficiency and renewable energy technologies;
- Continue to implement the Greater Hume Energy Savings Action Plan and investigate the feasibility of further expansion of solar photovoltaic systems and batteries at various community facilities;
- Review opportunities to support electric vehicle charging points at Council offices and depots to facilitate integration of electric vehicles into Council's fleet.

Additionally, Greater Hume's Delivery Program and Operational Plan includes the initiative to:

- Develop a sustainable purchasing policy to ensure procurement of material containing recycled content.

**Junee Shire Council**

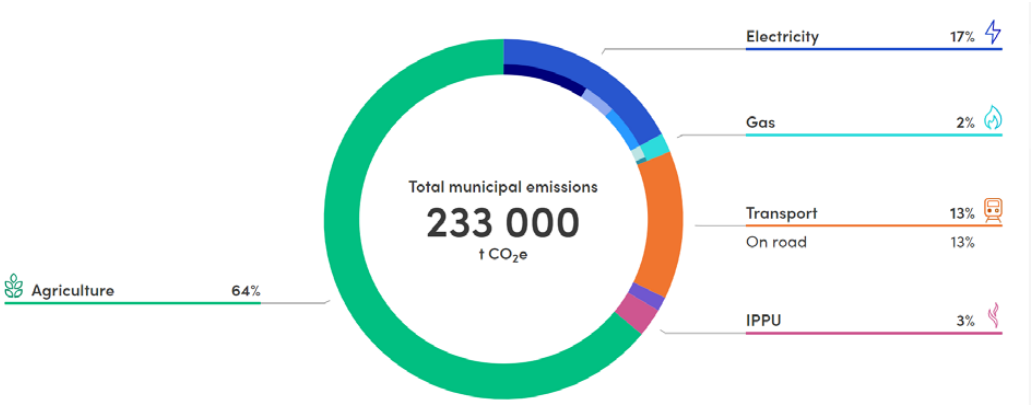
population – 6,754
area – 2,030 sq kms
number of households – 2,103

The Australian PV Institute (APVI) estimates that approximately 35% of dwellings in the Junee LGA have a solar installation. That is, it estimates there are 820 installations of an average of approximately 4.5kW each, totalling 3688kW. Additionally, APVI estimates that there are 74 business installations, averaging over 21kW, that total 1599kW.

With normal yearly generation, and assuming electricity prices of $.35/kWh and a 30% self-consumption of the electricity generated, residents and businesses in the Junee LGA would be saving about $950,000 each year with their solar installations.

The Junee LGA is also host to the Junee solar farm of 39 MW.

Total emissions for the Junee LGA are estimated as 233,000 tonnes $CO_2e$ (according to 2020-21 data on the Snapshotclimate site). The majority of emissions (64%) are attributed to Agriculture (predominantly to livestock), with the next highest sources being electricity (17%) and transport (13%).




Junee Shire Council had a Renewable Energy Action Plan (REAP) developed by Constructive Energy in 2021, with funding from NSW Sustainable Councils. Constructive Energy noted the commitment of Council in statements in its Delivery Program and Operational Plan, which have been retained in the current 2023-2027 version of the documents, to:

- "lead by example with innovative technologies and processes, including energy management and environmental sustainability";

- "manage our human, built and financial resources wisely … embracing energy efficiency and reducing, reusing and recovering waste";
- "Reduce the Council's Greenhouse Gas footprint".

Junee Shire Council has been providing kerbside FOGO (organics collection) since 2010, reducing the organics that go to landfill and produce the greenhouse gas methane when decomposing.

Junee Shire Council installed a 99kW solar PV system at the Junee Sewerage Treatment Works in 2020, and has secured a 100% renewal electricity contract for its large site electricity contract and 80% renewable electricity contract for its smaller site contract in 2023.

Junee Shire Council's passenger vehicle fleet is predominantly made up of hybrid and EV vehicles.

Junee Shire Council's pathway towards engaging in renewable energy practices is expressed in its Renewable Energy Action Plan 2021. Some of the items have been completed while others require ongoing investigation.

**Energy transparency – smart metering and control (Completed)**
This has been a priority initiative for Council as it provides visibility on existing energy consumption leading to energy efficiency measures and allows Council additional control.

**Junction Recreation and Aquatic Centre behind-the-meter solar and battery installation (Incomplete)**
Developing a detailed business case for rooftop solar at Junee Junction Recreation and Aquatic Centre including detailed modelling with energy storage (batteries) and an EV charging station.

Junee Shire Council also plans to replace the gas boilers of Junee Junction Recreation and Aquatic Centre, when reaching end-of-life (2032), with electric heat pumps

**Electric Vehicle Council to invest in installation of an EV charging station(s) (75% complete)**
This initiative is in response to the Renewable Energy Action Plan recommendation that Council consider replacing its passenger vehicle fleet with hybrid and EV vehicles over time and identify the most suitable location to install EV public accessible charging stations.

**Medium Scale solar 1.5MW (Incomplete)**
Based on land/network availability there is no immediate case for a medium scale solar installation, however Council will continue to investigate this as it aligns with Council's longer term objectives.

Junee Shire Council also participated in the Southern Lights program that has successfully changed over all streetlighting to LEDs, which has resulted in a substantial reduction in electricity use and associated emissions.

Junee Shire Council continues to support Junee Community Power Inc., which is a not-for-profit organisation with an objective to save households from rising energy costs by conducting home energy audits. Longer term, Junee Community Power want to facilitate the establishment of a community circular fund to help community bodies install solar PV by supplying the upfront capital which is then repaid, interest free, out of the energy savings over a 5-7 year period.

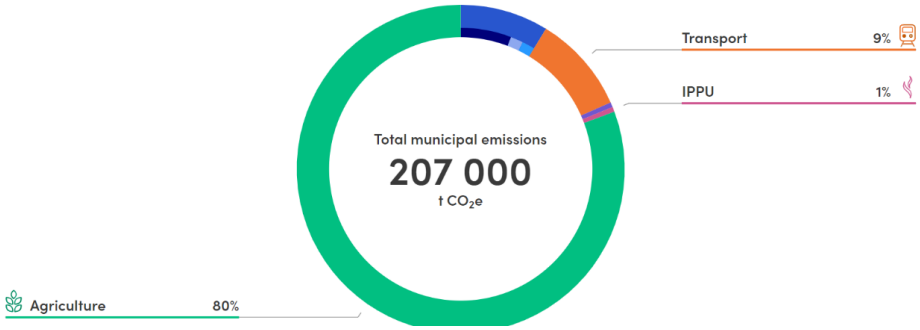
## Lockhart Shire Council

population - 3,319
area - 2,896 sq kms
number of households – 1,202

The Australian PV Institute (APVI) estimates that approximately 42% of dwellings in the Lockhart LGA have a solar installation. That is, it estimates there are 614 installations of an average of nearly 5kW each, totalling 2982kW. Additionally, there are 77 larger installations, averaging 15.5kW, that total 1197kW.

With normal yearly generation, and assuming electricity prices of $.35/kWh and a 30% self-consumption of the electricity generated, residents and businesses in the Lockhart LGA would be saving over $745,000 each year with their solar installations.

Total emissions for the Lockhart LGA are estimated as 207,000 tonnes $CO_2e$ (according to 2020-21 data on the Snapshotclimate site). The majority of emissions (80%) are attributed to Agriculture (predominantly livestock), with the next highest sources being transport (9%) and electricity (9%).




A plan for a microgrid project for Lockhart received $1 million in Federal funding in 2019. With a mid-scale (10MW) solar farm and a 25MWh battery planned, the project could make the town of Lockhart self-sufficient in terms of electricity. Lockhart Shire Council has supported the project, being developed by a private entity, which now appears near to achieving the connection approval for the solar farm. A conditional clause 5.4.3A approval was issued by the Australian Energy Market Operator (AEMO) to the proponent on 4 August 2023 after AEMO completed its assessment of the proposed access standards under the National Electricity Rules (NER) for the proposed Lockhart Hybrid Power Plant.

Lockhart Shire Council's commitment to reducing emissions, energy efficiency and sustainability more broadly is reflected in the Lockhart Shire Community Strategic Plan 2022-2032 (CSP) and Delivery Plan 2022-2025. The CSP is based on five objectives one of which is:

C1: Our environmental practices are sustainable.

Which is supported in the Delivery Plan by actions including:

- *Where practical improve the energy efficiency of Council buildings.*
- *Implement Council's adopted Energy Savings Plan including installation of solar panels at the sewerage treatment plants and swimming pool complexes.*
- *Develop and implement a strategy that works towards Lockhart Shire being carbon neutral.*
- *Investigate programs and initiatives that promote renewable energy options for households and industry."*

Lockhart Shire Council had an Energy Saving Action Plan (ESAP) developed by ChargeWorks in 2021, with funding from NSW Sustainable Councils. The ESAP laid out a path for the Council to reduce energy costs by 29%, and reduce energy consumption by 31%, through initiatives in:

- "Energy efficient lighting
- Tariff optimisation & energy efficiency
- [An] expanded solar PV program."

Lockhart Shire Council has undertaken a number of the actions recommended in the ESAP. As part of the Southern Lights project, Council changed the streetlighting to LEDs, leading to savings estimated in the ESAP to be 93 MWh p.a., or 15% of Council's overall energy consumption.

Implementation of the ESAP relating to the installation of solar panels at the sewerage treatment plants and swimming pool complexes has been incorporated into Council's 2023/24 Operational Plan and Budget.

Prior to the ESAP, Lockhart Shire Council had already deployed a solar PV installation of 18kW on the Council Administration building, which was supplying 40% of the energy usage at the site.

Council has also taken a leadership position in the purchase of in the purchase of one battery electric vehicle (EV) and three plug-in hybrid vehicles. Additionally, Council has installed two chargers at the Council Admin building as well as two other destination chargers in Lockhart and one at The Rock pool.

The destination chargers send a clear message to the community and promote the towns for tourism.

Lockhart Shire Council has also provided kerbside FOGO (food organics garden organics collection) since 2019, reducing the organics that go to landfill and produce the potent greenhouse gas methane when decomposing.

Priorities going forward

- Installation of solar panels at The Rock swimming pool complex
- Installation of solar panels at The Rock sewerage treatment plant
- Evaluation of renewables or cost saving options that emerge from or complement the Lockhart microgrid project

**Temora Shire Council**
**Profile for Regional Energy Efficiency and Net Zero Plan**

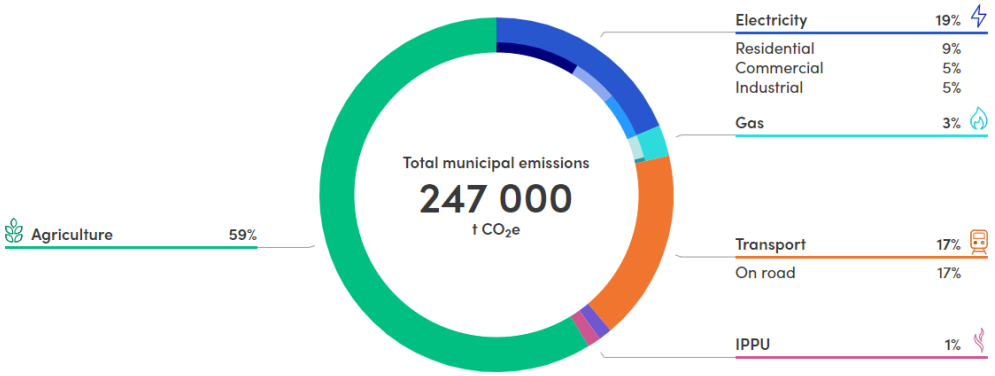
area – 2,802 sq kms
population – 6,034 people
number of households – 2,393

The Australian PV Institute (APVI) estimates that approximately 32% of dwellings in the Temora LGA have a solar PV installation. That is, it estimates there are 879 installations of an average of about 5kW per dwelling, totalling 4360kW. APVI also estimates that there is solar PV capacity of 2733kW across 151 business solar PV installations (between 10 and 100kW).

With normal yearly generation, and assuming electricity prices of $.35/kWh and a 30% self-consumption of the electricity generated, residents and businesses in the Temora LGA would be saving over $1.2 million each year with these solar installations.

The Temora LGA is also host to the Sebastopol solar farm (111MW) and the Woolworths Temora solar installation of 291kW. There are two other solar farms within the Temora LGA with development consent but construction has yet to begin. These are the 15MW solar farm at Gidginbung and the 6.4MW solar farm on Moroney's Lane.

Total emissions for the Temora LGA are estimated as 247,000 tonnes CO2e annually (according to 2020-21 data on the Snapshotclimate site). The majority of emissions (59%) are attributed to Agriculture (predominantly to livestock), with the next highest sources being Electricity (19%) and Transport (17%).



While the emissions from Council are only a small fraction of total LGA emissions, Temora Shire Council has been playing a leadership role in lessening emissions, embracing innovative technologies and saving costs.

Strategic objectives of the Temora Shire Council Community Strategic Plan (CSP) affirm that the community is one that "strives to minimise its environmental impacts" and "sustainably plans for its future." The CSP includes the strategy to "Decrease carbon emissions into the atmosphere".

Similarly, the Temora Shire Council Delivery Plan has the value of "Future Custodianship – we will always act with consideration of the impact of our actions on future generations". The Delivery Plan also includes the action to, "Utilise solar power system installation where economic."

Temora Shire Council had an Energy Strategy and Action Plan (ESAP) developed by 100% Renewables in 2020, with funding from NSW Sustainable Councils and Communities.

When the ESAP was prepared, Council had already undertaken some renewable energy and energy saving initiatives, including:

- installation of a 36.7kW solar PV at the Council Admin building
- installation of a 36.7kW solar PV at the Council Medical Centre;
- installation of a 15kW solar PV at the Council Works Depot;
- installation of a 13kW solar PV at the Temora Recreation Centre;
- installation of a 30kW solar PV at the Council Library;
- upgrading of five recycled water pump stations to variable speed drive pumps.
- upgrading or most Council buildings to LED lighting.

Key strategies recommended in the ESAP included:

- installation of solar PV on particular Temora Council facilities, and later installation of battery systems;
- energy efficiency actions, such as upgrading to LEDs & variable speed drive pumps (VSD);
- heat pumps – consider replacing gas boilers for the indoor pool with heat pump heating;
- changes of electricity tariffs to reduce costs.

The ESAP noted (p. 42), "Transport emissions are the second largest GHG source for Temora Shire Council, primarily from diesel used for Council's operational vehicles. Petrol use for passenger cars is the third largest GHG source for Temora Shire Council." The ESAP recommended staying current with the quickly evolving hybrid and electric vehicle options and switching the fleet to these options as feasible. At the time, emissions from vehicle use made up about 40% of Council's emissions from energy use.

Since the ESAP was produced, Temora Shire Council has:

- taken up a Power Purchasing Agreement (PPA), as part of a consortium of councils, providing cost savings and security of price for years to come;
- upgraded streetlights to LEDs
- installed solar PV at a number of sites, including -
    - 26.4kW solar PV at the Bundawarrah Centre
    - 22.88kW solar PV (ground mounted) at the Research Station
    - 60.8kW solar PV (ground mounted) at the Temora Sewerage Treatment Plant
    - 6.3kW solar PV at the units next to medical imaging
    - 6.3kW solar PV at the Airport units and Sewer Pump Station
    - 19.8kW solar PV at the Aerodrome (grid operator limited size)
    - 13.2kW solar PV at the Ariah Park Pool.
    - 15.3kW solar PV at Councils Supported Independent Living house
    - 9.9kW solar PV at Pinnacle House
    - 6.6kW solar PV at the Temora Art Centre

Also, for 2023/24, solar has been funded for the Junee Road Caravan Park.

In addition, Temora Council has replaced gas boilers with electric heat pump heating for the Temora indoor pool. Many Councils with heated pools are thinking of making this move, in line with the prominent public messaging about electrification for households and businesses being a key strategy for moving quickly towards net zero.

Temora Council has been using an Energy Management System (Azility), which allows easy access to energy data and hence streamlines evaluation of energy initiatives, since 2014.

Council has also been using Solar Analytics software to monitor its solar PV systems since 2020.

Council energy and cost saving priorities going forward:

- roll out of solar PV while economics and network access are good (considering capital cost, STCs, and feed in tariffs);
- public EV charging facility and investigation of feasibility of taking up electric vehicles for different uses in the Council fleet;
- development of a formal Revolving Energy Fund;
- further energy savings projects - LED lighting, HVAC (heating-ventilation-and-conditioning), VSD (Variable Speed Drive pumps).
- exploration of innovative and sustainable energy models opening up potential for Council and Community benefit. This could include, but is not limited to; net metering, community solar, aggregated procurement, etc.

**Disaster Risk Recovery Report**
**Board Meeting**
**27 October 2023**

**DRR Project Steering Committee**

The Project Steering Committee will meet on 25 October. GHD will be bringing the PSC up to date with the Gap Analysis they have been contracted to undertake and there will also be a presentation on the Disaster Adaptation Plans (DAP).

The new Regional Emergency Management Officer (REMO), Steve Hompes. Steve has recently moved down to the Region from the Lismore area where he had first-hand experience of floods. He is very keen on community education.

**GAP Analysis Tender**

GHD have been contracted to undertake the Gap Analysis which is due for completion by mid-November. I am not confident that they will make the deadline given their progress to date.

The quote for the work was substantially above what was originally budgeted so a Variation to our project budget was lodged with the Reconstruction Authority to move money around to cover the shortfall. The Variation has been approved. As a result of the late start for the Gap Analysis we also had to request a Variation to our timeframe pushing back the Gap Analysis completion to 11 November 2023.

A survey was sent to all Members last month as well as a request for documentation, most but not all completed it. Unfortunately, GHD were slow in telling us which councils were late in responding which meant we were unable to follow-up. We are assured that this will be picked up in the stakeholder meetings which will be conducted via Zoom, hopefully in the first week of November.

The Gap Analysis Framework has been finalised and provides guidance as to what GHD are looking to ascertain from the surveys, literature reviews and consultations. The Framework is based on work that REROC prepared for the consultant that we were going to use before we went with the group procurement.

Milestone 1.2 is a Literature Review; however, we received a draft of the Review on 24 October and it does not include any literature about our Region. It is focused on documents produced by Canberra JO and Hunter JO which was only part of the required task. I have asked for clarification on this to try and determine if the balance of the work will be provided and when. The current document is generic for all the participants so not what could be considered a proper literature review for the project.

I remain very concerned about this element of the project because so much hinges on its success. We are continuing to meet with GHD as the RRPAC group to track progress.

**Spatial NSW Involvement**
We are continuing our involvement with Spatial NSW. At the last RivSIG meeting we had a long discussion about the Data Sharing Agreements that Spatial would like all councils to sign. I have asked the RivSIG members who are from across southern NSW to review the Agreement and provide any advice they might have as to whether they have any problems with it.

RivSIG were also asked to turn their minds as to how we could implement an API arrangement so that the data would be transferred automatically and not rely on the transfer occurring manually.

The RivSIG members provided some interesting comments on the accessibility of the data on the SIM Kit as well, which we will take up with Spatial.

**Mapping Transport**
We are still working with the Engineers to map alternative routes and their constraints. The information will be included on our Regional Freight Transport Strategy and mapping.

**Community Education Platform**
We are looking at contracting CSU's Extended Reality Centre (XRC) to design a 3D simulation program that will support community education. I am meeting with Andrew Hagan from the XRC next week to scope out the project, I will be joined by Emily Sharpe RAMJO's DRRF Project Officer who is interested in using XRC product as well.

**RRPAC (Regional Resiliance Project Advisory Committee) Meetings**
These meetings are held monthly with all the JOs, ROCs and the Reconstruction Authority. It is a general catch-up and an opportunity to identify areas where we can work together.

**Extension of the DRRF Program**
Discussions have commenced on a possible Stage 2 project for the DRR and what it might entail. All the participating JOs and ROCs are meeting to discuss how a project might shape up.

**Monthly Reporting**
We are required to lodge a monthly report on the project's progress. The reports are due by the 7th of each month. The September Report is **attached** for information.

**Other**
Our expenditure remains behind, and this is mainly due to the delay in the Gap Analysis

**Future meeting dates**
Wednesday, Oct 25, 2023, 10:00 AM
Wednesday, Nov 29, 2023, 10:00 AM

Julie Briggs
Chief Executive Officer

**RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS**
**MINUTES OF THE BOARD MEETING**
**held at Wagga Wagga Country Club, Wagga Wagga**
**Friday 27 October 2023**

Meeting opened at 9.55 a.m.

**PRESENT**

| | | |
|---|---|---|
| Grant Baker | Bland Shire Council | |
| Cr Brian Monaghan | Bland Shire Council | |
| Cr David McCann *OAM* | Coolamon Shire Council | |
| Tony Donoghue *PSM* | Coolamon Shire Council | |
| Stephen McGrath | Cootamundra-Gundagai Regional Council | |
| Cr Tony Quinn | Greater Hume Shire Council | |
| Evelyn Arnold | Greater Hume Shire Council | |
| Cr Bob Callow | Junee Shire Council | |
| James Davis | Junee Shire Council | |
| Cr Greg Verdon | Lockhart Shire Council | |
| Peter Veneris | Lockhart Shire Council | |
| Cr Rick Firman *OAM* | Temora Shire Council | CHAIRMAN |
| Melissa Boxall | Temora Shire Council | |
| Cr Matt Stadtmiller | Goldenfields Water | |
| Aaron Drenovski | Goldenfields Water | |
| Giles Butler | Dept Regional NSW | |
| Dianna Sommerville | RDA - Riverina | |
| Julie Briggs | REROC | |
| Leah Gain | REROC | |
| William Adlong | REROC | |

**APOLOGIES**

***RESOLVED*** *on the motion of Cr. B. Monaghan seconded Cr. T. Quinn that apologies be received from Cr. C. Sheahan and Rachel Whiting.*

**CONFIRMATION OF MINUTES**

***RESOLVED*** *on the motion of S. McGrath, seconded Cr. G. Verdon that the minutes of the meeting held on 25 August 2023 be confirmed.*

**BUSINESS ARISING**

**Letter to the Minister for Emergency Services** – follow-up on previous correspondence regarding RFS asset ownership. Remains outstanding.

**Arrange Joint Meeting with the Presidents of LGNSW and the Country Mayors' Association**– to discuss a review of structure of Emergency services in NSW. Remains outstanding.

**Regional Housing Fund Rd 2 Funding Application** – application has been lodged.

**Letter to Reconstruction Authority about inadequacy of current acquittal reporting requirements for Natural Disaster Claims** – letter sent.

**CORRESPONDENCE**

***RESOLVED*** *on the motion of Cr. G. Verdon, seconded Cr. B. Monaghan that the correspondence be received.*

**CHAIRMAN'S REPORT**

J. Briggs, W. Adlong and L. Gain left the room at 10.10 a.m.

**Chief Executive Officer Contract and Transition**

***RESOLVED*** *on the motion of Cr. G. Verdon, seconded Cr B. Monaghan that:*

1) *The existing CEO contract be extended until 31 December 2024 on agreed terms.*
2) a) *That REROC seek quotes from a minimum of two consultants for the recruitment process from appropriately qualified consultants.*
   b) *That the engagement of recruitment consultants be endorsed at the April 2024 Board meeting.*
   c) *That the report from the consultant setting out the recruitment process be provided to the June 2024 Board Meeting.*

J. Briggs, W. Adlong and L. Gain returned to the meeting at 10.30a.m.

**CHIEF EXECUTIVE OFFICER'S REPORT**

The report was tabled. J Briggs raised the following issues with Members:

**Meeting at Parliament House**

Thank you letters to be sent to all the Ministers, Shadow Ministers and senior bureaucrats that spoke at the meeting.

Cr. Monaghan raised concerns about the cost of biodiversity offsets on the expansion of the mine at Lake Cowal. J. Briggs to send Marcus Wright's contact details to G. Baker. Marcus was formerly employed by REROC as REROC's Biodiversity Conservation Officer and is currently employed in a similar role with the Department of Environment.

G. Butler advised that there would be consultations held in Wagga Wagga in mid-November on the proposed Regional Development Advisory Council. The consultation will be targeted with the Chairs of ROCs and JOs invited. An interim Advisory Council will be appointed for a 12 month period until the permanent Council is appointed.

Concerns were raised that Minister Jackson's address focused on social housing and appeared to fail to recognise the bigger problems with housing. J. Briggs advised that she had spoken to the Minister's Advisor about REROC's proposal for a regional community housing project in order to create the economies of scale and scope that these types of projects need. The Advisor showed interest and J. Briggs is to follow-up.

**Rural Fires Amendment (Red Fleet) Bill 2023**

Members confirmed that the last Service Level Agreements that councils entered into with the RFS was in 2010/11, there is no end date on the agreement, and they stay in effect until new agreements are signed.

***RESOLVED*** *on the motion of J. Davis, seconded Cr. G. Verdon that REROC, in its thank you letter to the Minister Hoenig, address the inaccuracies contained in the Minister's address to REROC in relation to the Red Fleet.*

**Section 7.12 Contributions**
***RESOLVED*** *on the motion of Cr. G. Verdon, seconded E. Arnold that REROC, in its thank you letter to the Minister Paul Scully includes advocacy about s7.12 contributions.*

**Rural Road Funding**
Noted.

**Local Government Natural Disaster Claims**
Noted.

**Local Water Utilities Inquiry**
***RESOLVED*** *on the motion of Cr. M. Stadtmiller, seconded Cr. B. Monaghan REROC responds to the Local Water Utilities Inquiry, taking into account the response made by Goldenfields Water.*

**60 Day Dispensing**
Noted.

**NAB Bank Closures Temora and Cootamundra**
Noted.

**Regional Bank Closures Inquiry Hearings**
Cr. Stadtmiller advised that the hours for the Bank in Harden had been reduced. Members agreed to take no further action until the Inquiry's report is released.

**Moving Forward**
Noted.

**Rates Methodology Review**.
Noted.

**Health and Knowledge Precinct**
Noted.

**FOGO Collection Grants**
Noted.

**NSW Planning Portal**
Noted.

**NSW Planning Portal – lack of recognition of County Councils as Approval Authorities**
Noted.

**Bin Trim Grant**
Noted

**Southern Lights**
Noted.

**Consultation on Murray Murrumbidgee Water Sharing Plan**
Noted.

**Expansion of Build a Bridge**
Noted.



DRAFT

**Application for Regional Housing Fund Round 2**
Noted.

**Border Rail Advocacy Group (BRAG)**
Noted.

**Youth and Community Network**
Noted.

**Skills Shortage Project**
Noted.

**Expansion of *Build a Bridge***
Noted.

**Contaminated Land Management Project**
Noted.

***RESOLVED*** *on the motion of Cr. G. Verdon, seconded T. Donoghue that the CEO Report be received.*

**RESOURCE SHARING REPORT**

The report was tabled. J Briggs spoke to the report.

**Regional ARIC Project**
Noted.

**Planning Technical Group**
Noted.

**Workforce Development Group**
Noted.

**Water and Wastewater Technical Group**
Noted.

**Infrastructure/Engineers Group**
Noted.

**Riverina Spatial Information Group (RIVSIG)**
Noted.

**Energy and innovation Conference**
Noted.

***RESOLVED*** *on the motion of Cr. B Callow, seconded P. Veneris that the Resource Sharing report be received.*

**TREASURER'S REPORT**

The report was tabled by T. Donoghue

***RESOLVED*** *on the motion of T. Donoghue, seconded Cr. D. McCann that the Treasurer's Report be received.*

**WASTE FORUM REPORT**

The report was tabled. L. Gain spoke to the report.

**Bin Trim Grant**
Noted.

**FOGO Audits**
Note.

**E-Waste Collections**
Noted

***Recycle Night? Recycle Right!***
Noted

**Regional Contracts**
Noted.

***No Time to Waste*** **Conference**
Noted.

**School Projects**
Noted.

**Community Recycling Centres**
Noted.

***Food and Green Keep it Clean!***
Noted.

**Landfill Gas Capture Project**
Noted.

***No Time to Waste*** **Conference**
Noted.

**RENEW Meeting August 2023**
Noted.

***RESOLVED*** *on the motion of Cr. D. McCann, seconded Cr. B. Monaghan that the Waste Forum report be received.*

**ENERGY AND NET ZERO PROJECT REPORT**

The Report was tabled. W. Adlong spoke to the report.

**Access to Electricity Retailer Online Portals**
Noted.

**BEAM Council Solar/Battery Tool**
Noted.

**REROC Regional Energy Efficiency and Net Zero Plan**
Members were asked to review the LGA profiles that had been prepared for the Plan and advise any changes required.

**Legislation on Emission Targets**
Noted.

**Small Generation Aggregator Services**
Noted.

**EVX Partnership with Essential Energy**
Noted.

**Low Carbon Procurement**
Noted.

***RESOLVED*** *on the motion of M Boxall seconded T. Donoghue that the Energy and Net Zero Project report be received.*

**DISASTER RISK RECOVERY PROJECT REPORT**

The Report was tabled, J. Briggs spoke to the report.

**DRR Project Committee**
Noted.

**GAP Analysis**
Noted.

**Spatial NSW Involvement**
Noted.

**Transport Mapping**
Noted.

**Community Education Platform**
Noted.

**RRPAC Meetings**
Noted.

**Extension of DRRF Project**
Noted.

**Monthly Reporting**
Noted.

***RESOLVED*** *on the motion of Cr. G. Verdon, seconded Cr B. Callow that the Disaster Risk Recovery Project Report be received.*

**GENERAL BUSINESS**

**Motion to review the Non-rateable Land** – Cr. D. McCann advised that Coolamon Shire had a motion going to the LGNSW Conference advocating for a review of non-rateable land in NSW. Cr McCann advised that it was estimated that 45% of land in NSW is non-rateable.

**NEXT MEETING**

Friday 8 December 2023 at The Rules Club, Fernleigh Rd, Wagga Wagga.

**CLOSURE**

Meeting closed at 12:00pm

DRAFT

REROC
RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS

## NOTICE
## ANNUAL GENERAL MEETING

**Date:** Friday, 27 October, 2023
**Time:** 9.30 a.m.
**Place:** Wagga Wagga Country Club, Plumpton Rd, Wagga Wagga

## AGENDA

1. Apologies
2. Confirmation of Minutes of 2022 Annual General Meeting
3. Chairperson's Report
4. Financial Statements
5. Adoption of the new REROC Constitution by Special Resolution - copy **attached**
   *The Board of the Riverina Eastern Regional Organisation of Councils resolves to adopt the amended Constitution.*
6. Election of Office Bearers
7. Election of Executive
8. Appointment of Auditors
9. Close

# RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS CONSTITUTION

RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS

# CONTENTS


1. NAME ... 3
2. MISSION ... 3
3. OBJECTIVES ... 3
4. STATEMENT OF ROLE/FUNCTIONS ... 4
5. POWERS OF THE ORGANISATION ... 4
6. MEMBERSHIP ... 4
7. REGISTER OF DELEGATES ... 6
8. RESIGNATION AND RETIREMENT OF DELEGATES ... 6
9. MEETINGS ... 7
10. TREASURER ... 7
11. MEETINGS – NOTICE ... 7
12. PROCEDURE/QUORUM ... 8
13. ANNUAL GENERAL MEETING ... 8
14. CHAIRPERSON AND DEPUTY CHAIRPERSON ... 9
15. ADJOURNMENT ... 9
16. VOTING/CONSENSUS ... 10
17. STANDING AND ADHOC COMMITTEES ... 10
18. SIGNING OF NEGOTIABLE INSTRUMENTS ... 10
19. RECORDS ... 11
20. COMMON SEAL ... 11
21. AUDITOR ... 11
22. ALTERATION OF CONSTITUTION ... 11
23. SERVICE OF NOTICES ... 11
24. WINDING UP ... 12
25. CUSTODY OF BOOKS AND OTHER DOCUMENTS ... 12

26. SOURCES OF FUNDS ..... 12
27. RESOLUTION OF iNTERNAL DISPUTES ..... 13
28. DiSCIPLINARY ACTION AGAINST MEMBERS ..... 13
29. RIGHT OF APPEAL AGAINST DISCPLINARY ACTION ..... 14
30. TERMINATION OF MEMBERSHIP ..... 14
31. MEMBER'S LIABILITIES ..... 15
32. DEFINITIONS AND INTERPRETATION ..... 15

# RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS

# CONSTITUTION

## 1. NAME

The name of the Incorporated Organisation is the Riverina Eastern Regional Organisation of Councils Incorporated ("**the Organisation**").

## 2. MISSION

To provide a regional voice for the Member Councils and the communities they represent.

## 3. OBJECTIVES

3.1 To advance the interests of the Region covered by the Member Councils.

3.2 To enhance the collective status of Local Government within the Eastern Riverina and to maximise the ability of local government to appropriately influence policy initiatives from within the governmental sector at the regional, state and national level as they affect the Eastern Riverina.

3.3 To promote a sense of "regional community" within the Eastern Riverina to enhance the ability to achieve desired outcomes within this broader community while respecting the diversity of aspirations and importance of the individual communities included.

3.4 To promote co-operation between constituent Councils and to realise opportunities for greater efficiency and effectiveness in service delivery where appropriate through sharing of human, financial and capital resources.

3.5 To provide a mechanism to share expertise and ideas and to promote innovation between constituent Councils.

3.6 To facilitate regional planning on a range of environmental, economic, social and infrastructure issues.

3.7 To provide an additional avenue to secure and implement externally sourced funding on agreed projects or programs.

## 4. STATEMENT OF ROLE/FUNCTIONS

The roles and functions of the Organisation are to:

4.1 provide a forum to address Regional issues.

4.2 act in an advocacy role for the Region.

4.3 enhance the image of Local Government.

4.4 co-ordinate Local Government service and facility provision.

4.5 facilitate information dissemination and exchange.

4.6 initiate research projects.

4.7 promote communication and co-operation.

4.8 facilitate resource sharing between Councils.

4.9 facilitate economic development in the region.

4.10 provide a forum for the discussion of any matter which has a regional interest to Local Government Councils, and to issue advice to any Council, State or Federal politician, Agency, Department or Corporation on any matter of regional significance.

## 5. POWERS OF THE ORGANISATION

Solely for the purpose of fulfilling the roles and functions set out above the Organisation shall have power to:

4.11 invest and deal with monies of the Organisation not immediately required in such manner as is from time to time thought fit;

4.12 employ staff;

4.13 borrow money by way of a bank overdraft or the use of credit card(s);

4.14 do all such other things as are incidental or conducive to the attainment of the objectives and the exercise of the powers of the Organisation; and

4.15 enter into funding agreements with other bodies for the purpose of delivering programs, services and activities to the Member Councils and the communities they represent.

## 6. MEMBERSHIP

6.1 Membership of the Organisation is voluntary and each Council of the Organisation shall be equal.

6.2 At the time of Incorporation the Member Councils were as follows:

- Bland Shire Council
- Coolamon Shire Council
- Cootamundra Shire Council
- Gundagai Shire Council
- Holbrook Shire Council
- Junee Shire Council
- Lockhart Shire Council
- Temora Shire Council
- Tumbarumba Shire Council
- Tumut Shire Council
- Wagga Wagga City Council
- Urana Shire Council

6.3 There shall be three levels of membership as follows:

1) **Full Membership** – full membership is restricted to General Purpose Councils.

2) **Associate Membership** - may be offered to other authorities that are subject to the *Local Government Act 1993* (NSW).

3) **Ex-Officio Membership** – the Organisation may invite representatives from State or Federal agencies or other Regional Organisations with a similar operational footprint to join the Organisation. Ex-officio Members have no voting rights, are not levied a membership fee but may speak to any issue before the Board.

6.4 Members should only be drawn from the Eastern Riverina and should recognise Wagga Wagga as their primary commercial, professional, social and sporting reference point.

6.5 Should any Council not being a member of the Organisation wish to become a member it shall make application in writing for membership, agreeing to be bound by the Constitution of the Organisation.

6.6 No Council which was not a Member of the Organisation at the time of its incorporation shall be admitted to membership of the Organisation unless its application for membership is approved by a three-quarter majority of delegates eligible to vote at a General Meeting.

6.7 New members shall be subject to a joining fee as specified in Section 27.4.

6.8 As soon as practicable after receipt of any application for membership from a Council, that application shall be referred to all Member Councils for consideration.

6.9 The representation of Full Members to the Organisation shall consist of two delegates, being the Mayor and the General Manager with both delegates being entitled to vote. A council administrator, appointed by the Minister for Local

Government, will assume the councillor delegate function and the Acting General Manager will retain the officer delegate status when such circumstances arise.

The representation of Associate Members to the Organisation shall consist of two delegates, being the Chairperson and the General Manager. Associate Members shall have one vote.

6.10 The Member Councils within the Region may from time to time appoint additional Councillors and/or Officers as substitute delegates who may act as voting delegate when the delegate appointed according to the foregoing Clause 6.9 is absent. Substitute delegates may attend any meetings but may only vote when the delegate or delegates is absent.

6.11 Appointment of delegates and substitute delegates shall be made by the Member Councils within four weeks of Local Government Elections conducted pursuant to the provisions of the *Local Government Act 1993* (NSW) in force from time to time.

6.12 Delegates and substitute delegates shall be appointed to the Organisation for a period of one year. All delegates and substitute delegates are eligible for reappointment by Member Councils.

6.13 Notwithstanding the provisions of the preceding sub-clause 6.12 any delegate or substitute delegate from a Member Council may be removed from his or her position as a delegate or substitute delegate to the Organisation by resolution of such Member Council. If any delegate or substitute delegate is so removed the Member Council concerned shall by resolution appoint new delegates or substitute delegates forthwith.

6.14 Any right, privilege or obligation of a person created by reason of his/her status as delegate or substitute delegate of the Organisation is not capable of being transferred or transmitted to another person and terminates upon the cessation of his/her appointment as a delegate or substitute delegate whether by death or resignation or otherwise.

## 7. REGISTER OF DELEGATES

7.1 A Register of Delegates and substitute delegates shall be kept and maintained in which shall be entered the full name, address and date of entry of the name of each person and the register shall be available for inspection at the address of the Organisation.

## 8. RESIGNATION AND RETIREMENT OF DELEGATES

8.1 When a delegate of a Member Council to the Organisation ceases to be a Member or Officer of the Member Council, he/she shall at that time also cease to be a delegate to the Organisation.

8.2 Any delegate to the Organisation may at any time by writing under his/her hand addressed to the Organisation resign his/her seat as a delegate and upon such resignation, such seat shall become vacant.

8.3 When the seat of any delegate to the Organisation becomes vacant it shall be filled within eight weeks after the vacancy has occurred by the appointment of a new delegate by the Member Council.

## 9. MEETINGS

9.1 The Organisation shall hold its meetings bi-monthly or at such other times as resolved by the Members. Meetings may be held in person or by agreement between the Members, electronically.

9.2 A meeting of the Organisation may at any time be convened by the Chairperson of the Organisation or by the requisition in writing of any two Member Councils of the Organisation.

9.3 The requisition for a meeting shall state the objects of the meeting and shall be signed by the General Manager of the Member Councils making the requisition and be sent to the address of the Organisation.

9.4 If the Chairperson does not cause a Meeting to be held within one month after the date on which the requisition is sent to the address of the Organisation, the Member Councils making the requisition, or any of them, may convene a Special Meeting to be held not later than three months after the date of the requisition.

9.5 A Special Meeting convened by Member Councils shall be convened in the same manner or as near as possible as a meeting convened by the Chairperson and all reasonable expenses incurred in convening the meeting shall be refunded by the Organisation to the person or persons incurring those expenses.

## 10. TREASURER

10.1 It will be determined at each Annual General Meeting which Member Council will be appointed to the role of Treasurer to provide financial and accounting services to the Organisation.

## 11. MEETINGS – NOTICE

11.1 A notice of every meeting of the Organisation including the Annual General Meeting shall be sent to the Council General Manager and delegates of all Member Councils of the Organisation within the Region at least three clear days before the date of the meeting. Such notice shall specify the object of the meeting and shall include an agenda of matters to be discussed and voted upon.

11.2 A Member Council desiring to bring any business before a meeting may give notice of that business in writing to the Chief Executive Officer who shall include that business

in the notice calling the next meeting after the receipt of the notice. Business without Notice may be addressed by the Organisation upon agreement by the majority of delegates attending.

11.3 The Organisation may invite guest speakers to address meetings of the Organisation to speak on topics which are of interest to the Member Councils.

## 12. PROCEDURE/QUORUM

12.1 No item of business shall be transacted at a meeting unless a quorum of delegates of Member Councils entitled under the rules to vote is present. For the purposes of administering this Clause, a majority of delegates entitled to be present at a meeting of the Organisation shall constitute a quorum for the transaction of business of a meeting.

12.2 If within half an hour after the appointed time for the commencement of a meeting, a quorum is not present, the meeting, if convened upon the requisition of Member Councils, shall be dissolved and in any other case shall stand adjourned to the same day in the next week and the same time of the adjournment or by written notice to members given before the day to which their meeting is adjourned at the same place.

12.3 Meeting procedure should accord with accepted Parliamentary meeting procedure.

## 13. ANNUAL GENERAL MEETING

13.1 The Organisation shall in each calendar year convene and hold an Annual General Meeting of members.

13.2 The Annual General Meeting shall be held on a date fixed by the Organisation such date to be within the month of October, unless otherwise resolved by the Members.

13.3 The Chief Executive Officer shall send to all delegates and Member Councils a notice in writing specifying the time, date and place of the Annual General Meeting and listing the agenda of such meeting.

13.4 The ordinary business of the Annual General Meeting shall be:

(a) to confirm the Minutes of the preceding Annual General Meeting and of any special meeting held since that meeting.

(b) to receive reports upon the transactions of the Organisation during the last preceding financial year.

(c) to receive and consider the statement submitted by the Organisation in accordance with Section 43 of the *Associations Incorporation Act 2009* (NSW).

(d) to elect a Chairperson

(e) to elect a Deputy Chairperson

(f) to elect a Treasurer

(g) to elect an Executive Committee as per the adopted Terms of Reference that are determined by the Board from time to time.

(h) to appoint an auditor.

13.5 The Annual General Meeting may transact special business of which notice is given in writing 10 days prior to the Annual General Meeting being held.

13.6 All business that is not referred to as ordinary business in these Rules shall be deemed to be special business.

## 14. CHAIRPERSON AND DEPUTY CHAIRPERSON

14.1 The Chairperson of the Organisation shall preside as Chairperson at every meeting of the Organisation at which he/she is present. At a meeting where the Chairperson is absent from a meeting, the Deputy Chairperson shall preside.

14.2 The Chairperson of the Organisation shall be elected by the delegates present at the Annual General Meeting of the Organisation. The Chairperson shall hold office until the next Annual General Meeting of the Organisation and is eligible for re-election.

14.3 The Deputy Chairperson of the Organisation shall be elected by the delegates present at the Annual General Meeting of the Organisation. The Deputy Chairperson shall hold office until the next Annual General Meeting of the Organisation and is eligible for re-election.

14.3 In the event of an extraordinary vacancy for the office of Chairperson or Deputy Chairperson, the Organisation may, by simple majority of the delegates present, elect one of the delegates of Member Councils to the vacant office and that delegate so appointed may continue in the office of Chairperson or Deputy Chairperson up to and including the commencement of the next Annual General Meeting.

## 15. ADJOURNMENT

15.1 The Chairperson of a meeting of the Organisation at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

15.2 Where a meeting is adjourned for fourteen days or more, a like notice of the adjourned meeting shall be given as in the case of an ordinary meeting.

## 16. VOTING/CONSENSUS

16.1 It will be primary endeavour of the Organisation to achieve consensus of all decisions of the Organisation. The Organisation considers that consensus is paramount.

16.2 If a consensus decision cannot be reached by the Organisation, then the Chairperson shall have the power to direct the meeting to determine the issue by simple majority of the voting delegates present on a show of hands and a declaration shall be made by the Chairperson that a resolution has on a show of hands, been carried, carried unanimously, carried by a particular majority or lost will be entered into the minutes for that meeting as evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.

16.3 Where this Constitution requires a vote by special resolution, to pass the resolution requires three-quarters of the votes of those Members present at the meeting and eligible to vote.

16.4 Upon any question arising at any meeting of the Organisation, each Full Member Council has one vote per delegate. Associate Members have one vote only, to be cast by the Associate Member's Chairperson in the absence of the Chairperson the Associate Member's nominated delegate.

16.5 All votes shall be given personally, there shall be no voting by proxy.

16.6 In the case of an equality of voting on a question, the Chairperson of that Meeting is entitled to exercise a second or casting vote.

## 17. STANDING AND ADHOC COMMITTEES

17.1 The Organisation may appoint such standing Committees or adhoc Committees as are deemed necessary to further the work of the Organisation and shall define their functions in writing and may dissolve such Committees.

17.2 All Standing and adhoc Committees shall function only as authorised by the Organisation.

17.3 The Chairperson of the Organisation shall be an ex-officio member of all Committees appointed by the Organisation.

## 18. SIGNING OF NEGOTIABLE INSTRUMENTS

18.1 All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by the Chairperson and Treasurer of the Organisation for that purpose.

## 19. RECORDS

19.1 Minutes of the proceedings of the Organisation are to be kept under the control and direction the Chief Executive Officer at the Organisation's main office.

19.2 The Minutes shall be provided to delegates and the General Manager of each Member Council as soon as possible after each meeting.

19.3 The Chairperson shall present to the Organisation the audited Annual Financial Statement comprising a Balance Sheet and Profit and Loss Statement within eighteen weeks of the 30th June in any year and an Annual Report based on the same terms.

## 20. COMMON SEAL

20.1 The Common Seal of the Organisation shall be kept in the custody of the Chief Executive Officer.

20.2 The Common Seal shall not be affixed to any instrument except by the authority of the Organisation and the affixing of the Common Seal shall be attested by the signature of one delegate of a Member Council to the Organisation and the Chairperson.

## 21. AUDITOR

21.1 The accounts and books of the Organisation shall be audited annually by a practising accountant appointed at the Annual General Meeting.

21.2 Any casual vacancy occurring in the position of auditor may be filled by appointment by the Organisation and the auditor so appointed shall hold office only until the next Annual General Meeting.

## 22. ALTERATION OF CONSTITUTION

22.1 This Constitution shall not be altered except by a special resolution of the Association.

## 23. SERVICE OF NOTICES

23.1 A notice may be served by or on behalf of the Organisation upon any Member Council by sending it by post to the Council General Manager of that Member Council at its registered place of business. Where a document is properly addressed, prepaid and posted as a letter, the document shall, unless the contrary is proved, be deemed to have been given to the person at the time at which the letter would have been delivered in the ordinary course of post.

## 24. WINDING UP

24.1 In the event of the winding up of the Organisation the assets shall be disposed of as follows:

(a) any monies being held on behalf of a Member Council or for work to be performed in a Council's area shall be distributed to that Council;

(b) remaining funds may, by special resolution be distributed to a like organisation or where this does not occur, shall be divided equally between Full Member Councils.

## 25. CUSTODY OF BOOKS AND OTHER DOCUMENTS

25.1 Except as otherwise provided in this Constitution, the Chief Executive Officer shall keep in its custody or under its control all books, documents and securities of the Organisation.

## 26. SOURCES OF FUNDS

26.1 The funds of the Organisation shall be derived from annual contributions from Member Councils in the Region, charges for services by the Organisation, grants, donations, fees and other such sources as the Organisation may determine from time to time.

26.2 Member Councils shall pay to the Organisation an annual subscription and the subscription shall become due and payable on the first day of July in each year. Delegates of Member Councils are not entitled to vote at any meeting of the Organisation unless all monies due and payable by the Member Council to the Organisation have been paid.

Full Membership fees shall be set by the Members by resolution prior to the commencement of the Financial Year.

26.3 Fees for Associate Membership shall be equivalent to 50% of the lowest annual fee payable by a Full Member.

26.4 New Members will be required to pay a joining fee as follows:

***Full Member*** – an amount equivalent to 50% of the membership fee calculated for the prospective member in accordance with the then current membership formula. The joining fee may be paid over two years from date of acceptance of membership.

***Associate Member*** – no joining fee.

26.5 In each year the Chief Executive Officer in consultation with the Treasurer shall prepare a budget setting out the estimated income and expenditure of the

Organisation. A copy of this budget shall be presented to a meeting of the Organisation held no later than April of each year and shall be notified to each Member Council at least one month before being adopted by the Organisation.

26.6 The Organisation shall adopt its annual budget by the 30th June in each year. Such budget shall set out all sources of anticipated revenue and all items of anticipated expenditure including the amount to be contributed by Member Councils by way of subscription.

## 27. RESOLUTION OF INTERNAL DISPUTES

27.1 The following disputes must be referred to a Community Justice Centre within the meaning of the *Community Justice Centres Act 1983* for mediation:
(a) a dispute between 2 or more members of the Organisation, but only if the dispute is between the members in their capacity as members, or
(b) a dispute between 1 or more members and the Organisation.

27.2 If the dispute is not resolved by mediation within 3 months of being referred to the Community Justice Centre, the dispute must be referred to arbitration.

27.3 The *Commercial Arbitration Act 2010* applies to a dispute referred to arbitration.

## 28. DISCIPLINARY ACTION AGAINST MEMBERS

28.1 A person may make a complaint to the Board that a Member has:
(a) failed to comply with a provision of this constitution, or
(b) wilfully acted in a way prejudicial to the interests of the Organisation.

28.2 The Board may refuse to deal with a complaint if the Board considers the complaint is trivial or vexatious.

28.3 If the Board decides to deal with the complaint, the Board must:
(a) serve notice of the complaint on the member, and
(b) give the member at least 14 days from the day the notice is served on the member within which to make submissions to the Board about the complaint, and
(c) consider any submissions made by the member.

28.4 The Board may, by resolution, expel the member from the Organisation or suspend the Member's membership if, after considering the complaint, the Board is satisfied that:
(a) the facts alleged in the complaint have been proved, and
(b) the expulsion or suspension is warranted.

28.5 If the Board expels or suspends the Member, the Chief Executive Officer must, within 7 days of that action being taken, give the member written notice of:
(a) the action taken, and

(b) the reasons given by the Board for taking the action, and
(c) the member's right of appeal under clause 30.

28.6 The expulsion or suspension does not take effect until the later of the following:
(a) the day the period within which the member is entitled to exercise the member's right of appeal expires, or
(b) if the member exercises the member's right of appeal within the period - the day the Organisation confirms the resolution under clause 30.

## 29. RIGHT OF APPEAL AGAINST DISCPLINARY ACTION

29.1 A Member may appeal against a resolution of the Board under clause 29 by lodging a notice of appeal with the Chief Executive Officer within 7 days of being served notice of the resolution.

29.2 The Member may include, with the notice of appeal, a statement of the grounds on which the Member intends to rely for the purposes of the appeal.

29.3 The Chief Executive Officer must notify the Board that a notice of appeal has been received.

29.4 If notified that a notice has been received, the Board must call a general meeting of the Organisation to be held within 28 days of the day the notice was received.

29.5 At the general meeting:
(a) no business other than the question of the appeal is to be transacted, and
(b) the Member must be given an opportunity to state the member's case orally or in writing, or both, and
(c) the Board must be given the opportunity to state the Board's case orally or in writing, or both, and
(d) the Members present must vote by secret ballot on the question of whether the resolution should be confirmed or revoked.

29.6 The appeal is to be determined by a simple majority of votes cast by the Members.

## 30. TERMINATION OF MEMBERSHIP

30.1 Any Member Council which fails to pay to the Organisation any monies due and payable by it, including that Council's annual subscription payable in respect of the current financial year by the first day of October of that year shall automatically cease to be a member of the Organisation and the delegates or substitute delegates of such Council shall thereupon cease to be delegates or substitute delegates to the Organisation.

30.2 All monies due and payable by such Council shall remain a debt owing to the Organisation and until paid shall bear interest at the prevailing rate penalty as made by the *New South Wales Local Government Act 1993* provisions.

30.3 Any Member Council may at any time resolve to terminate its membership of the Organisation. Such termination of membership shall become effective upon receipt by the Chief Executive Officer of written notification of the resolution from the member Council concerned. The delegates or substitute delegates of such Council shall thereupon cease to be delegates or substitute delegates to the Organisation and any office or position of such delegates hold in the Organisation shall also automatically cease.

30.4 A Council that terminates its membership of the Organisation shall remain liable to the Organisation for payment of all monies due by the council to the Organisation including that council's annual subscription in respect of the current financial year as together with interest pursuant to sub-clause 31.2.

30.5 Notwithstanding the provisions of sub-clause 31.4 at the time the Organisation receives notification of the termination of a Council's membership, should the Organisation's income for that current year not be fully committed to expenditure, then such Council shall be entitled to receive either a refund of part of its subscription paid, or a reduction in part of its subscription owing, as a deduction from uncommitted income in an amount equal to the proportion which the total income of the Organisation from Member Council's subscriptions for the current financial year bears to such Council's annual subscription for the current financial year.

## 31. MEMBER'S LIABILITIES

31.1 The liability of a Member Council to contribute towards the payment of the debts and liabilities of the Organisation or the cost, charges and expenses of the winding up of the Association is limited to the amount, if any, unpaid by the Member in respect of the Member Council's annual subscription fee.

## 32. DEFINITIONS AND INTERPRETATION

32.1 In these rules, unless the contrary intention appears, the following definitions apply:

| | |
|---|---|
| "Delegate" | means a Councillor and/or officer representative of a Member Council appointed from time to time by that Council as one of its delegates to the Organisation. |
| "Executive Committee" | means members of the Board of Directors who are appointed on an annual basis, or such other time as determined at the total discretion of the Board, to meet and make recommendations to the Board on the Organisation's activities. |
| "Financial Year" | means the year ending on 30 June. |
| "General Meeting" | means a general meeting of the Organisation convened in accordance with Clause 9. |

| | |
|---|---|
| "General Purpose Council" | means a council subject to the *NSW Local Government Act* and that represents a specified Local Government Area. |
| "Member" and "Member Council" | means the local government bodies that have paid the annual membership fee set by the Board of the Organisation |
| "Organisation" | means the Riverina Eastern Regional Organisation of Councils Incorporated. |
| "Region" | means the area encompassed by the Member Councils' Local Government Areas. |
| "The Act" | means the *Associations Incorporation Act 2009* (NSW) |
| "The Regulations" | means regulations made under the *Associations Incorporation Act 2009* (NSW). |
| "Treasurer" | means the General Manager of the Member Council appointed in accordance with Clause 10.1 to provide financial and accounting services to the Organisation. |

32.2 Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the Interpretation Act 1897 (New South Wales) as defined as in force from time to time.

**RIVERINA EASTERN REGIONAL ORGANISATION OF COUNCILS**
**MINUTES OF THE ANNUAL GENERAL MEETING HELD**
**Friday 27 October 2023**

Held at the Wagga Wagga Country Club Wagga Wagga

Meeting commenced at: 9.20am

**PRESENT**

| | | |
|---|---|---|
| Grant Baker | Bland Shire Council | |
| Cr Brian Monaghan | Bland Shire Council | |
| Cr David McCann *OAM* | Coolamon Shire Council | |
| Tony Donoghue *PSM* | Coolamon Shire Council | |
| Stephen McGrath | Cootamundra-Gundagai Regional Council | |
| Cr Tony Quinn | Greater Hume Shire Council | |
| Evelyn Arnold | Greater Hume Shire Council | |
| Cr Bob Callow | Junee Shire Council | |
| James Davis | Junee Shire Council | |
| Cr Greg Verdon | Lockhart Shire Council | |
| Peter Veneris | Lockhart Shire Council | |
| Cr Rick Firman *OAM* | Temora Shire Council | CHAIRMAN |
| Melissa Boxall | Temora Shire Council | |
| Cr Matt Stadtmiller | Goldenfields Water | |
| Aaron Drenovski | Goldenfields Water | |
| Giles Butler | Dept Regional NSW | |
| Dianna Sommerville | RDA - Riverina | |
| Julie Briggs | REROC | |
| Leah Gain | REROC | |
| William Adlong | REROC | |

**APOLOGIES**

***RESOLVED*** *on the motion of Cr B. Monaghan seconded Cr. T. Quinn that apologies be received from Cr. C. Sheahan and Rachel Whiting.*

**CONFIRMATION OF MINUTES**

***RESOLVED*** *on the motion of J. Davis seconded Cr. T. Quinn that the minutes of the REROC Annual General Meeting held on 28 October 2022 be confirmed.*

**CHAIRMAN'S REPORT**

Cr. R Firman spoke to his written report.

***RESOLVED*** *on the motion of Cr. R Firman seconded Cr. B. Monaghan that the Chairman's Report be received***.**

**FINANCIAL STATEMENTS**

T. Donoghue presented the Financial Statements.

Cr. Firman expressed the Board's thanks to Coolamon Shire, Tony Donoghue and Courtney Armstrong for their management of the REROC finances. Cr McCann echoed Cr. Firman's comments.

***RESOLVED*** *on the motion of T. Donoghue, seconded Cr. G. Verdon that the Financial Statements be received***.**

**ADOPTION OF THE AMENDED REROC CONSTITUTION**

***RESOLVED*** *on the motion of M. Boxall seconded Cr. B. Monaghan that the Board of the Riverina Eastern Regional Organisation of Councils resolves to adopt the amended Constitution.*

The motion was carried unanimously.

**ELECTION OF OFFICE BEARERS**

Cr. R Firman vacated the Chair. J Briggs acted as Returning Officer.

**Chairperson**

J. Briggs called for nominations for the position of Chairperson for the ensuing term.

Cr. R Firman was nominated by Cr. D. McCann, seconded Cr. G. Verdon. Cr. Firman accepted the Nomination.

There being no further nominations, J. Briggs declared Cr. R Firman elected as Chairperson of REROC for the ensuing term.

**CARRIED**

**Deputy Chairperson**

J. Briggs called for nominations for the position of Deputy Chairperson for the ensuing term.

Cr. B. Monaghan was nominated by Cr. D. McCann, seconded Cr. G. Verdon. Cr. Monaghan accepted the Nomination.

There being no further nominations, J. Briggs declared Cr. B. Monaghan elected as Deputy Chairperson of REROC for the ensuing term.

**CARRIED**

**Treasurer**

J. Briggs called for nominations for the position of Treasurer for the ensuing term.

T. Donoghue was nominated by M. Boxall, seconded by P. Veneris. Mr Donoghue accepted the nomination.

There being no further nominations, J Briggs declared T Donoghue elected as Treasurer of REROC for the ensuing term.

**CARRIED**

**Executive Committee**

Cr. Rick Firman and Cr. B. Monaghan are already on the Executive by virtue of their Chairman and Deputy Chairman positions. The Treasurer and CEO are on the Executive in an ex-officio capacity.

A further 2 councillors and 3 General Managers are required to be appointed, no two from the same council plus a representative from Goldenfields Water.

**Moved Cr. B. Monaghan seconded Cr. B. Callow that Cr. David McCann be appointed to the REROC Executive.**
**Move Cr. R. Firman, seconded Cr. B. Monaghan that Cr. Charlie Sheahan be appointed to the REROC Executive.**
**Moved Cr. R. Firman, seconded Cr. G. Verdon that Peter Veneris be appointed to the REROC Executive.**
**Moved Cr. T. Quinn, seconded P. Veneris that Evelyn Quinn be appointed to the REROC Executive.**
**Moved G. Baker, seconded E. Arnold that James Davis be appointed to the REROC Executive.**
**Moved Cr. R. Firman, seconded Cr. B. Monaghan that Cr. Matt Stadtmiller be appointed to the REROC Executive.**

There being no further nominations the above persons were appointed to the REROC Executive for the ensuing year.

**CARRIED**

**APPOINTMENT OF AUDITORS**

***RESOLVED*** *on the motion of T. Donoghue, seconded M. Boxall that Crowe be re-appointed as Auditors to REROC for the 2022-23 Financial Year.*

**CLOSURE**

Meeting closed at 9.55am

## 8.1.3 LGNSW ANNUAL CONFERENCE - ALGWA (AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION) NSW BREAKFAST 14 NOVEMBER 2023

| | |
|---|---|
| DOCUMENT NUMBER | 403084 |
| REPORTING OFFICER | Steve McGrath, Interim General Manager |
| AUTHORISING OFFICER | Steve McGrath, Interim General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.4 Recognised as a premier local government Council that represents and advocates for community needs |
| 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 ALGWA National Networking Breakfast summary report, be received and noted.**

Background

On November 14, 2023, the Australian Local Government Women's Association (ALGWA) hosted a networking breakfast in Parramatta. Cr Leigh Bowden attended the breakfast. The following report has been prepared by Cr Bowden for the information of the community and Council.

Introduction

Over 200 conference delegates attended the ALGWA Breakfast held on the last morning of the LGNSW Conference, including a significant number of men – mayors, councillors and general managers.

Discussion

The key-note speaker was Julia Inman Grant, Australia's eSafety Commissioner. In this role, Julia leads the world's first government regulatory agency committed to keeping its citizens safe online.

Julia has extensive experience in the non-profit and government sectors and spent two decades working in senior public policy and safety roles in the tech industry at Microsoft, Twitter and Adobe. The Commissioner was recently named one of Australia's most influential women by the *Australian Financial Review* and a leading Australian in Foreign Affairs by the *Sydney Morning Herald.*

The Commissioner explained the nature of serious online abuse and the role of eSafety which helps to remove it, as well as illegal and restricted online content.

**Serious online abuse** is when the internet is used to send, post or share content that is likely to harm the physical or mental health of the person targeted. This includes:

- cyberbullying of a child or young person (under 18)
- adult cyber abuse (18 years and older)

- image-based abuse (sharing, or threatening to share, an intimate image or video without the consent of the person shown).

The harmful content could be a post, comment, text, message, chat, livestream, meme, image, video or email. It can be sent or shared via an online or electronic service or platform, including a:

- social media service
- email service
- chat app
- interactive online game
- forum
- website.

**Illegal and restricted online content** ranges from seriously harmful material such as images and videos showing the sexual abuse of children or acts of terrorism, through to content which should not be accessed by children, such as simulated sexual activity, detailed nudity or high impact violence.

Women are more likely to be targets of personal, sexual and gender-based online abuse than their male counterparts. A recent poll for Amnesty International shows that 3 in 10 women had experienced online abuse or harassment.

Of those women 41% felt their physical safety was threatened, 24%felt their family safety was at risk, 48% said abuse included racism, sexism, homophobia or transphobia and 27% stopped posting or sharing content that expressed their opinion on certain issues.

In the case of women, the abuse can be as simple as body shaming (comments about weight, hair etc), work performance (you should get back to the kitchen) and threats to the woman or her children. Women have become victims of technology facilitated abuse – texting, surveillance through devices and even drones. The eSafety Commission has found that 40% of abuse came from colleagues or people the victims know.

The impact of this is an experience of distress and quite often results in women taking a backward step professionally. Julia described it has psycho-social warfare.

Julia warned about the sexual extortion of children, and particularly young men, who have been encouraged to perform acts themselves – one form of child sexual abuse. There is also a trend of boys being radicalised into misogyny. Now, with very young children having access to devices and the internet, she warned parents and carers of children to be vigilant in what their children are watching.

With regard to reporting online abuse, the Commissioner advised that the first step was to report it to the platform. Simply, the strategies are to collect the evidence, e.g. screen shots, etc., triage and assess the threat and, if appropriate and safe, respond. Report threats of physical abuse to the police. If the platform was unable to respond, then report it to eSafety.

There need to be deterrents and education. However, at this time there is still no gender balance in the IT field particularly with programmers, 70% of whom are male. The online world is gendered.

It was an informative and concerning presentation.

The eSafety Commissioner website has a multitude of resources. See www.esafety.gov.au

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

This report does not conflict with the olg guidelines.

## 8.2 BUSINESS

### 8.2.1 COOTAMUNDRA BEACH VOLLEYBALL EVENT LICENCE/MOU

| | |
|---|---|
| DOCUMENT NUMBER | 402774 |
| REPORTING OFFICER | Linda Wiles, Manager Business |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **2. A region for the future**<br>2.2 A thriving region that attracts people to live, work and visit |
| 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. 2024 Cootamundra Beach Volleyball EOI Adina Care ⇩ |

**RECOMMENDATION**

1. **That Council award the coordination of the Coota Beach Volleyball event, via MOU, offering a 3-year agreement, with a further 3-year option, to Adina Care.**
2. **That seed funding totalling $10,000 already allocated to the event be transferred to Adina Care.**

Introduction

The Coota Beach Volleyball carnival has been running for the past 20 years. Coota Beach Volleyball returned this year after a two-year Covid enforced break with 135 teams registering for the carnival. 2023 also saw the addition of the Friday school's carnival with 550 children taking to the courts.

Discussion

At the May Council meeting Council resolved to seek Expressions of Interest to secure the right event operator to continue with the event via a licencing agreement by offering a 3 year agreement, with a further 3 year option, it would provide the operator the security to grow the event further whilst still remaining a Council owned event.

Following the EOI process, Council received one proposal from Business Cootamundra and resolved at it June Meeting:

1. That Council award the coordination of the Coota Beach Volleyball event, via a licencing agreement, offering a 3-year agreement, with a further 3-year option, to Business Cootamundra.
2. That seed funding already allocated to the event be transferred to Business Cootamundra.

In July Council were advised Business Cootamundra were temporarily suspending operations and therefore not able to fulfill the requirements to host the Beach Volleyball Carnival.

Council advertised for further EOI. Council received one EOI which was subsequently withdrawn. Council has since received the attached EOI from Adina Care.

Financial

That seed funding totalling $10,000 already allocated to the event be transferred to Adina Care.

Council event contribution totalling approximately $13,000 in-kind support.

OLG 23a Guideline consideration

The objective of this report does not conflict with guidelines.

Mr Stephen McGrath
Interim General Manager
Cootamundra-Gundagai Regional Council
81 Wallendoon Street
Cootamundra NSW 2590
Monday 6th November, 2023

Dear Mr McGrath,

With reference to your notice in the Cootamundra-Gundagai Regional Council Community News 105th Edition dated 29th May 2023, inviting Expression of Interest for the coordination of the annual Coota Beach Volleyball Carnival, Adina Care hereby submit our Expression of Interest.

After the success of the 2023 Carnival, Adina Care is committed to growing the Coota Beach Volleyball Carnival as a premier event in the Riverina.

The economic development and support to our local businesses through economic stimulus, and the opportunity to increase awareness and knowledge of the local area the Coota Beach Volleyball Carnival provides aligns with the Adina Care vision, purpose and objectives as a co-operative business.

If successful, Adina Care understands it will enter into a Memorandum of Understanding with Council for a 3-year term, with a further 3-year option.

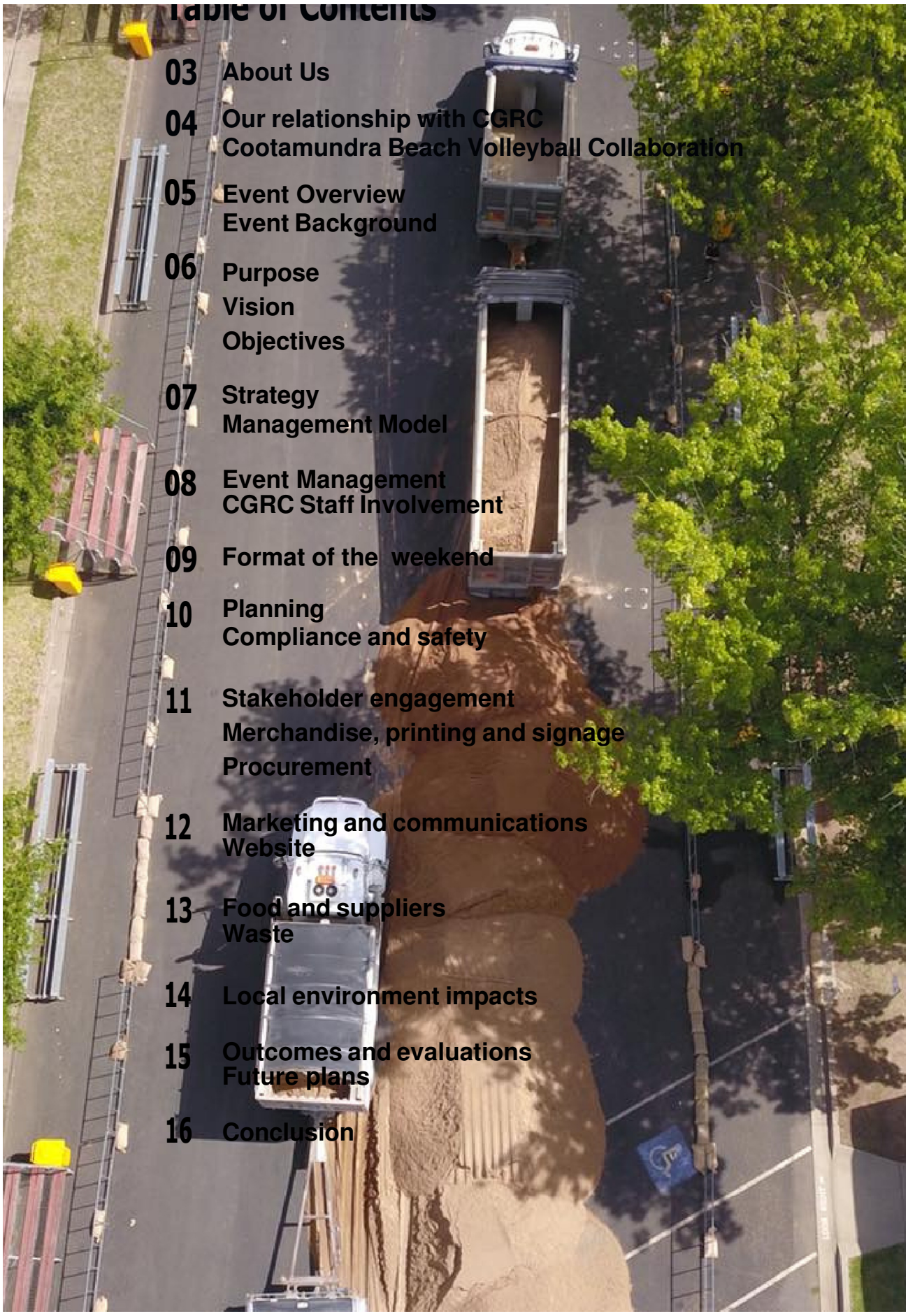
If you require further information or clarification, please contact Lee-Anne Hogan via phone on 0409 039 956 or via email at lhogan@customaccounting.com.au

Kind regards
Insert Signature
L Hogan
On behalf of Adina Care.

**121 MacKay St, Cootamundra NSW 2590**
**Ph: 02 6942 3511 E: info@adinacare.com.au W: www.adinacare.com.au**

# Cootamundra Beach Volleyball 2024

## Expression of Interest



# Table of Contents


03 About Us

04 Our relationship with CGRC
Cootamundra Beach Volleyball Collaboration

05 Event Overview
Event Background

06 Purpose
Vision
Objectives

07 Strategy
Management Model

08 Event Management
CGRC Staff Involvement

09 Format of the weekend

10 Planning
Compliance and safety

11 Stakeholder engagement
Merchandise, printing and signage
Procurement

12 Marketing and communications
Website

13 Food and suppliers
Waste

14 Local environment impacts

15 Outcomes and evaluations
Future plans

16 Conclusion

COOTA BEACH VOLLEYBALL 2024

# Adina Care & the 2024 Carnival

Since 1986, Adina Care has been dedicated to offering exceptional residential aged care to older members of the Cootamundra community and surrounding regions. As a community owned not-for-profit organisation, we devote all of our resources to the care of our residents across high care, respite care and dementia care.

We are proud to deliver our quality care to residents supported by our experienced team. Our highly skilled and friendly staff are on hand around the clock to provide whatever care is required.

As a community owned not-for-profit Adina Care is interested in expanding its capacity to provide event management for larger events which cater to the greater community. As such the 2024 Cootamundra Beach Volleyball Carnival is an opportunity to provide such for the wider community whilst raising awareness and funds for the local community.

Adina Care has extensive and deep knowledge of the needs of the Cootamundra community, both the businesses and community organisations, and works with them in a professional, personalised and flexible way.

After the success of the 2023 Beach Volleyball Carnival Adina Care is submitting this Expression of Interest for the coordination of the Annual Coota Beach Volleyball carnival. If successful, Adina Care understands it will enter into a Memorandum of Understanding with Council for a 3-year term, with a further 3-year option.

We also hope to continue the successes of the 2023 Carnival including the inaugural Schools Beach Volleyball Carnival Day held on the Friday before the event. Adina Care hopes to continue to work with Sacred Heart Central School, and CGRC to bring this day together. The success of the day, was a highlight of the Carnival in 2023 and Adina Care is commited to growing this supplementary event.

Approximately 550 students took to the courts on Friday for a friendly competition day. No overall winners, just smiles, laughter and fun. Schools travelled from Goulburn, Young, Tumut and Gundagai in 2023 for the event.

Catering was supplied by the Cootamundra schools, creating a fantastic fundraising opportunity for the local schools.

# Our relationship with Cootamundra-Gundagai Regional Council

Adina Care maintains a close and ongoing relationship with Cootamundra Gundagai Regional Council especially through the Board. Adina Care continues to have council members on the board through the invited nominee which at this time is filled by Councillor Les Boyd alongside the presence of the Mayor Charlie Sheehan on the board.

# Cootamundra Beach Volleyball Collaboration

Adina Care is excited to be proposing to collaborate with Council on the staging of the 22nd Coota Beach Volleyball Carnival and is committed to re-establishing the event on the Cootamundra Events Calendar.

Our strong and supportive working relationship with Council, along with the passion and commitment of Council workers, the Adina Care Board of Directors and volunteers, ensures that the Coota Beach Volleyball (CBV) project will be a resounding success

# Event Overview

The Coota Beach Volleyball Carnival has been a major tourism event since it began in 2000.

It provides significant economic stimulus for Cootamundra and surrounds as well as providing fun and entertainment for locals and tourists alike.

The Coota Beach Volleyball Tournament is based on a number of teams, each playing three seeding games, then being ranked into one of a series of elimination championships, each leading to theGrand Final.

The tournament is played in Murray Street which is filled with sand and transformed into "Coota Beach". Construction of 8 temporary full size volleyball courts in Murray Street (between Wallendoon & Bourke Streets) will be required. 2 permanent courts located in Murray Street will also be used.

Adina Care is committed to growing this event to be a major sporting event within New South Wales.

# Background

In 2000, with the aim of show casing his home town of Cootamundra, Simon Sutherland developed the Coota Beach Volleyball Carnival. Mr Sutherland approached the Cootamundra Shire Council, the Cootamundra Development Corporation (now Business Cootamundra) and his family, friends and the community to put together the inaugural event.

This event involved constructing a full-size beach volleyball court in the main street of Cootamundra. Sand was transported in to build the court and 16 teams played throughout the Saturday for the championship.

Fast-forward to 2019 (the last year the Carnival was held, until its reinstatement in 2023), the event has grown to 8 courts and 124 teams. The Carnival has moved from Parker Street to the tree lined Murray Street to accommodate the courts and a permanent court has been established in Murray Street.

The COVID-19 pandemic and associated restrictions have prevented the Carnival from being held in 2020, 2021 and 2022.

# Purpose

Fulfilling CGRC Key Directions:

1. A vibrant and supportive community: all members of our community and valued.

1.1a A range of programs, activities and events are delivered across the region to create opportunities for all members of our community to come together and strengthen community cohesion (CGRC Community Strategic Plan 2022)

2.3 Tourism opportunities are actively promoted
(CGRC Tourism and Economic Development Strategy, 2019) Coota Beach Volleyball addresses this purpose.

# Adina Care Vision

The vision of Adina Care "is to provide high quality residential services to the Cootamundra aged care community. We aim for our service to be responsive to the district's needs and expectations, offering accessible, affordable, and inclusive care through effective management by a dedicated and professional team." The Coota Beach Volleyball Carnival allows Adina Care to raise awareness for the district and be responsive to the district's needs. Whilst simultaneously also being a major fundraising event for Adina Care to sontinue to provide a high quality standard of care to residents.

# Coota Beach Volleyball Objectives

- To bring the community together.
- To continue to grow the Coota Beach Volleyball as one of the premier events in the Riverina.
- To continue to improve, enhance and streamline procedures for efficient set-up and running of the carnival.
- To stage an event that is unique and will draw attention to and showcase Cootamundra.
- Establish a strong town identity.
- To promote Economic Development and support our local businesses through economic stimulus.
- To increase awareness and knowledge of the local area.
- To provide a fun-filled memory for attendees, both players and spectator, of the Coota Beach Volleyball.
- To connect our residents and keep old traditions alive, while making new ones, which can simultaneously help build a strong sense of pride for the community.

# Strategy

Adina Care will aim to collaborate with Mr Simon Sutherland, the original creator of the event, and extend an invitation to again take control of the event for 2024. Simon's knowledge, passion and commitment to Coota Beach Volleyball and our local community is exceptional.

Mr Sutherland has previously committed to the 2024 (and beyond) Carnival and has a register of ideas to ensure the Carnival's growth, as well as streamlining organisational aspects to be more efficient.

Mr Sutherland will be supported by Adina Care staff and Board Members. In addition, a sub-committee will be formed including Adina Care directors and interested members of the public.

# Event Management

Event Co-Ordinator – Adina Care
Executive Committee
Sub-committees

- Sponsorship Committee
- Marketing & Promotions committee
- Programming (registrations & Draw) committee
- Site Management

# CGRC Staff Involvement

Manager of Civil Works – Mark Ellis
Risk WHS Officer – Madlin Snell
Civil Works Supervisor - Simon Hanlon
Civil Works - Stuart Moorby and Steve Lowe
CGRC Tourism and Economic Development Officer

# Format of the Weekend

REGISTRATION
Registration will be online via the dedicated website.
Date registration opens to be determined.
Team registration will cost $450

RULES
Rules will be revised in consultation with former committee members and any relevant ruling body.
Rules will be distributed to all teams on registration and an acceptance document must be signed.
Rules that will be included are as follows:
·Team members must be 14 years or older.
·Team members under the age of 18 must have parent or guardian consent.
·All teams must provide a referee for the game immediately following the game just played.
·All teams must register on arrival on Saturday.
·All teams must have a maximum of 12 members.
·All teams must be mixed with a maximum of 3 males on the court at one time.
·All players must play a minimum of 3 games on Saturday and 1 on Sunday to qualify to play in the finals.
·Intoxicated team members are not permitted to play in any game.
·Any disputes must be lodged formally with the CBV Committee for ruling.

SET UP
Information will be sought from the previous committee and CGRC on set up procedures and time-line.

EVENTS TRADITIONALLY HELD:
Beach Volleyball Games
Saturday 8.00am – 7.00pm
Sunday 8.00am – 2.00pm (times to be confirmed when nominations have been determined).
Beach Flags
The game is played by sticking a series of flags into the sand in a row. There are always fewer flags than competitors. The competitors lie facing away approximately 20 metres from the flags. Upon a starting signal, the competitors race to the flags and try to grab one. The competitors who do not manage to capture a flag are eliminated; the flags are reset (removing one more), and the game continues until there is one person remaining - the winner.
Other events under consideration:
·Child appropriate activities aimed at including children in the carnival.
·Triathlon

# Planning

Upfront planning is essential to the overall event plan and success.

The Adina Care committee will:

- Set sustainability objectives for this event.
- Identify key performance indicators in include them in the event plan. This will enable us to measure and track performance.
- Decide and establish if it is possible for the event to support local community groups or social causes.
- Identify volunteer opportunities.
- Identify any staff, volunteers and suppliers who require induction and complete inductions.
- Visit the physical event site before the event and do a review against sustainability objectives and WH&S and Risk requirements.
- Identify possible environmental impacts of the event and include them in the CGRC EVM and risk register.

# Compliance and Safety

Adina Care will work closely with Cootamundra-Gundagai Regional Council and identified stakeholders to develop all associated risk and hazard management and develop appropriate procedures for:

- Event access and egress Traffic
- flow and road closures
- Amenities access and maintenance
- Event signage
- Event emergency procedures
- First aid
- Electrical power/generator use Utilities
- and site services
- Permits, licensing and registration required. Food
- and beverage vendors requirements
- Staging – platform, marquess, stalls, van and any other temporary structures Noise
- Manual handling and lifting – set up and pull down Security
- Accessibility

# Stakeholder engagement

Stakeholder engagement will be used to:

- Help make planning decisions that support sustainability
- Give an opportunity to provide input to the sustainability of the event

The Adina Care committee will:

- Identify and list all stakeholders directly or indirectly involved in or impacted by the event.
- Engage with a local Aboriginal and Torres Strait Islander representatives on the incorporation of a Welcome to Country or Acknowledgement of Country.
- Develop and deliver tailored sustainability messaging for all stakeholders, according to our priorities. We will ensure that the key messages are consistent, clear, and relevant for all stakeholders.
- Ensure all sustainability requirements are included in any stakeholder communications, supplier engagement, supplier contract clauses, attendee communications, media and promotion.

# Merchandise, printing, signage

Event communications will be electronic. This includes invitations, programs, maps and materials for event planning such as agendas or reports.

Screens will be used to provide information or email web links to attendees for online resources rather than providing printouts.

The CBV Committee will reuse as many existing signs, banners or other decorations as possible.

Signage, including permanent tourism signage to be investigated.

# Procurement

In conjunction with CGRC, a Procurement Policy will be created during the planning stage.

Due to time constraints during the 2023 lead up, this policy wasn't developed. This will be readdressed for the 2024 carnival.

# Marketing and Communications

The marketing and promotions committee will continue to promote and grow the CBV brand.

Establish key messages for consistent communication of the event's objectives to all stakeholders, internal and external.

Select several of the multiple avenues available to communicate the key messages, such as:

- meetings/emails
- internal publications for newsletter
- external website and advertising
- social media
- training / induction
- supplier engagement / contracts

The CBV committee will establish how they will support promotion of the event and communicate key messages.

The CBV Committee will plan stories to reinforce the message in the lead up to the event.

The CBV Committee will communicate the intention of having an environmentally sustainable event to attendees and encourage participation. For example: ask attendees to bring their own reusable bottles, reusable bags, to download event materials on their personal electronic devices.

To support these campaigns, Wagga Wagga TV, owned by ex-Cootamundra resident Adam Drummond was commissioned to create a 5 minute documentary on the Coota Beach Volleyball Carnival including promotion of the Cootamundra area. Drone footage captured from before the first infrastructure was laid, to when the final piece was packed up will feature. This will be a invaluable asset going forward.

# Website

A new website will be created as a one-stop place for all information.

Registrations, will continue to be, online as this was an outstanding success last year, with very positive feedback on the ease of registration. The draw, gradings and rules will be all accessible online, and participants will be encouraged to use the site. Very limited printing will be conducted.

# Food and suppliers

The CBV Committee will:

Encourage community groups to supply catering.

Work with local eateries to remain open during the weekend.

Communicate with caterers and vendors that single-serve containers and single-use items are to be avoided. These include milk, sugar, sweeteners, butter, condiments, salt and pepper, stirrers and straws.

Confirm with caterers or food vendors, the most accurate number of attendees expected at the event. Communicate this with enough notice so that correct food quantities can be planned and ordered and waste minimized.

# Waste

In conjunction with CGRC, develop a waste management plan and identify the waste streams that will be generated at the event.

Provide enough types of bins with appropriate signage or shrouds (such as recycling and compost).

Create a site plan for bin placement. Recycling and general waste services should always be provided together and no more than 14 metres apart in main event areas if possible.

Design appropriate signs to help attendees locate the bins. Clearly indicate the type of waste that can be placed in different bins to help avoid incorrect bin usage.

Ban smoking or provide appropriate receptacles designed for cigarette butts and signs that indicate that the receptacle is not for general waste.

Organise bin monitors to assist attendees with the placement of waste in the correct bins. Community groups, schools or volunteers can be approached.

Recyclables can be collected by community groups as a fundraising.

# Local environment impacts

Every event will have some level of adverse impact, be it direct or indirect, on natural ecosystems. Consideration must be given to how such direct and indirect impacts can be minimised.

The CBV Committee will:

- Identify potential pollution impacts that the event may have including litter, fuel spills, water pollution, air and noise pollution.
- Follow all legislative regulations and Council requirements for protection of the general environment.
- Ensure trees are protected from potential damage including no infrastructure to be attached to trees and implement exclusion zones for significant and regulated trees. Minimise the impact of the event on grassed areas.
- Ensure that no pollutants are dispersed into storm water drains. This includes the disposal of cleaners and solvents.

# Outcomes and evaluation

An integral part of a successful event is measurement, continuous learning and improvement.

The CBV Committee will:

- Integrate data collection into the event at the planning stage, including supplier contract clauses for data collection and report.
- Use the data collected to carry out a quantitative assessment of what the event achieved.
- Celebrate any wins and communicate them internally and externally.
- Conduct an audit or site visit during the event and assess how objectives have or have not been achieved. For example, noting single-use plastics, organics collection, wasted water or energy, excess printed materials.
- Collect data from suppliers and vendors to calculate the impact of the event and use it as a baseline for future events.
- Conduct a self-assessment on how the event went in terms of achieving outcomes and what we may improve upon at the next event.
- Capture attendee numbers to inform data calculations and better equip staff and attendees to harness the power of data for informing programs and enhance environmental protection capabilities.

# Future plans

Adina Care has taken on the advice of the 2023 committee meetings and their final debrief, the committee identified areas that can be improved upon or enhanced to ensure the growth of the Carnival and continued streamlining of procedures. Adina Care & CBV are committed to addressing these points during the planning for 2024.

The list includes, but is not limited too:

- A comprehensive Coota Beach Carnival Event Management Plan •
Growth of the Friday Schools Carnival
- Improving and beautifying the permanent courts.
- Improving the Beach Volleyball shed. Including a possible extension with dedicated registration and Committee area.
- Interactive screens with the draw and information
- A mobile commentators stage, that could be used by community groups as well. (The current stage takes close to 3 hours to set up.)
- Further tweaking of the registration process.
- Further tweaking of process of providing relevant information to teams before the carnival
- Video's with information on rules for playing, umpiring and scoring. These would be uploaded to the website and Facebook
- More time and labor efficient ways of court set up and pull down. •
Sourcing a more stable power supply.
- Permanent signage throughout the town. "Home of Coota Beach Volleyball".
- Improved moving around the courts. Disabled and impaired mobility access.

# Conclusion

Adina Care is well placed to co-ordinate this signature event having experience working with the Cootamundra community and through engaging personnel who have managed Coota Beach Volleyball in the past.

The following is a Facebook comment posted by a participant in the Coota Beach Volleyball Carnival, 2023

"*Just wanted to say a huge thanks to you all for a wonderful event on the weekend. You all did an amazing job and it seems it all went without a hitch. I am sure there were some in the background (as an event person myself, I know these things always have bumps) but as a player, we never saw any. Well done and can't wait till next year's comp! "*

**Adina Care**
121 Mackay St
Cootamundra NSW 2590
W: www.cootamundra.com.au
E: info@adinacare.com.au
P: 02 6940 1600

TOOHEYS NEW

## 8.2.2 CHRISTMAS CELEBRATIONS

| | |
|---|---|
| DOCUMENT NUMBER | 403173 |
| REPORTING OFFICER | Linda Wiles, Manager Business |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **1. A vibrant, safe, and inclusive community**<br>2.2 A thriving region that attracts people to live, work and visit |
| 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. Gundagai Business Network - Christmas on Sheridan - Outline of Activity ⇩<br>2. Cootamundra Co-op - Cootamundra Christmas - Report ⇩ |

**RECOMMENDATION**

**The Christmas Celebration updates, attached to the report be noted.**

Introduction

Council is in receipt of information updates from Gundagai Business Network and Cootamundra Co-op in relation to Christmas celebrations being coordinated by the two organisations.

Discussion

Council resolved at its September meeting to provide $10,000 to the Gundagai Business Network to coordinate 2023 Christmas Celebrations in Gundagai. Council resolved at its October Meeting to provide $10,000 to the Cootamundra Co-op to coordinate 2023 Christmas Celebrations in Cootamundra.

Financial

There are no additional financial implications.

OLG 23a Guideline consideration

The 23A guideline considerations are not relevant to this report.

# Christmas on Sheridan 2023

## Outline of Activity

**Presented to Cootamundra Gundagai Regional Council**
**28th November 2023**

Following a very successful inaugural event in 2022, the Gundagai Business Network (GBN) will once again host Christmas on Sheridan on Friday 8 December 2023. The event is designed to bring the community together to celebrate the lead up to Christmas, shop locally and enjoy a night out with family and friends. The evening will include late night shopping, entertainment, kids rides and activities, food and drinks, Santa, raffles and much more.

***"Christmas on Sheridan - an all inclusive family event, bringing the community together, in a safe and controlled environment, celebrating Christmas."***

GBN proposes the following activities, community group involvement and associated costs:

* Gundagai Men's Shed : Christmas Ham Wheel
* Gundagai Choir : two performance sets
* St Patrick's School : Seating and Tables
* Foodworks : Santa's lollies for the children
* Gundagai High School : Sound equipment and staging requirements for the band
* Gundagai High School Student Representative Council : Face Painting
* Gundagai Business Network and Elders : BBQ and drinks
* Local residents in the roles of MC, Santa and Mrs Claus

**Seating:**

Chairs and tables will once again be provided by St Patrick's Primary School Community Council. These will be placed along the street so the community can enjoy the entertainment and food and beverages outside.

Quantity: 15 x tables and 150 x chairs

Hire fee: $500

**Advertising and Promotion:**

A4 posters for all main street shop fronts and for distribution throughout local businesses and outlying villages.

Quantity: 200

Cost: $115

Adverts will be booked with the Gundagai Independent in the lead up to the event.

Quantity: four x placements at min $66 each

Cost: $264

All other promotion will be via facebook, instagram and the GBN will rely on local media editorial on radio and local newspapers, given that our budget will not extend to paid advertising across radio and TV as was the case last year.

The GBN will also liaise with Gundagai Visitor Information Centre for mentions on the visit Gundagai website, Gundagai Council facebook and instagram pages and relevant street signage.

**Staging and Bands:**

As per last year's event, the Gundagai High School staging team will provide all sound equipment, lighting etc.

The GBN has booked 'Shaun Ryan & the Spare Parts' as the main band on the night. The Criterion Hotel has kindly agreed to pay for the costs associated with the band.

Cost: $1200 (paid for by Criterion Hotel)

**Children's Rides:**

Negotiations are in progress with Tony Joe's Amusement Rides to provide kids entertainment. These rides will cater for a variety of age groups and will be provided free of charge to the community on the night. Feedback from last year's event indicated there needed to be more variety of rides and these should be spread further along Sheridan Street.

Quantity: 4 x rides

Cost: $8,000

**Santa Claus:**

A tentative booking has been made with 'Santa and Mrs Clause' to make an appearance at the event. They will arrive in a Gundagai Fire Brigade Truck and will give out lollies to the children.

The GBN will approach Gundagai Foodworks to provide the lollies for Santa's sack.

**Road Closures:**

Sheridan Street will once again be closed to vehicles from 5.00pm until 10.00pm, from Homer to Otway Streets to allow for the set up of kids rides and entertainment.

Cootamundra Gundagai Regional Council will provide road closure services which will include two traffic controllers to install and monitor the closure throughout the event, and remove at the end of the event.

Cost: $2740 + GST ($3014)

## Total Costs: $13,093

## Christmas in Coota 2023

## Report to CGRC 28 November 2023

With the demise of Business Cootamundra earlier this year, there was no organisation to take on the organisation of the traditional Christmas street party, which involves late night shopping, entertainment, kids activities and the announcement of competition winners. The Coota District Co-op was successful in being awarded the organisation of the event at the Council meeting on 24 October. Since that time a volunteer committee of business owners and others, all of whom are members of the Coota District Co-op, have been meeting regularly to plan the event to be held in Parker Street, Cootamundra on 14 December. The event is called Christmas in Coota.

The planning so far includes:

**Infrastructure**
Elouera Hire is providing a 6m stage, a 33kva generator + fuel for power on stage, 20 trestles and 200 chairs at a considerable discount. James Simmons, the manager, who moved to Cootamundra from Bourke, 14 months ago, loves the town and his involvement in it. (see Expenses attached)

M&M's Music Studio in Young is providing the sound and lighting for the stage, again at a considerable discount. It includes a PA system, all mics, stage lighting, foldback speakers setup, operation, packdown and travel. M&M is the "sound of choice" for Cootamundra gigs since Michael van Baast left town a few years ago. (see Expenses attached)

**Entertainment**
All the entertainment for the evening is being provided free of charge by local community groups. These include: Riverina Music Therapy, Cootamundra Town Band, tCootamundra Ukulele Group, a band pulled together for the event by Ben Visser, comprising of local musicians including Murray Izzard, the 3 dance studios in town – Dance 2590, Christine Wishart and Miss Em's.

Most exciting is the inclusion of the Samoan Warriors, a group from the abattoir who are excited about showcasing "our home, Samoa, through island dances and singing, including a

fire knife dance" (Rico Tupai). It will be a great introduction of the Samoans to the community.

The events on stage will include the announcement of the Christmas Lights winners, private homes and businesses, an initiative of Council, and the draw of the Christmas Shop Local competition, organised by CW Jewellers.

Councillors Kelly and Collins have agreed to MC the evening, depending on their availability.

**Kids Activities**

- Santa (Steve Cootes), arriving by fire engine driven by Les Carr with lollies to give away. (free)
- Circus McCabe, from Tumut, performing two shows and having roaming stilt walkers. (see Expenses attached)
- Tony Joes – blow up slides and swing ride. (see Expenses attached)
- The Lions Club jumping castle (donated by the Coota Club)
- Face painting by Cadas Kids (donated by the Coota Club)and Naomi Elliott

**Stalls**

Stalls are available for local artisans and crafts people as well as community groups. There is no fee for having a stall. We wanted to encourage the community to be involved rather than to be put off by cost.
At this point 14 stall holders have registered. They all have their own PLI.

The community groups who have registered thus far are:

- The Cootamundra Lions Club – Ham Wheel and food van
- The Cootamundra Youth Council – fairy floss, popcorn and a lolly jar guessing competition
- The Arts Centre Cootamundra
- Cootamundra TAFE
- Girl Guides - doughnuts
- CADAS – face painting
- CANASSIST – BBQ
- Veterans Drop In Centre –raffle and BBQ

The cut-off date for stall registration is 1 December. This report is being written on 20 November so there is still plenty of time for more stall holders to register.

**Publicity and Promotion**

Ad in Cootamundra Times (see Expenses attached)
Printing of Stall and Registration Forms – donated by the Coota District Co-op
Facebook posts

**Stewards on the night** – a requirement of CGRC, according to the event management plan. 12 members of the Co-op have volunteered to be trained as stewards and be available on the night.

**Road Closure**
Undertaken by CGRC (see in Expenses attached) A detailed quote was forwarded to all Councillors.

The Committee has been encouraged by the enthusiasm and commitment from the community for this event.

## CHRISTMAS IN COOTA EXPENSES (as at 20 November)

| | | |
|---|---|---|
| Circus McCabe | | $2,400 |
| M&M Light and Sound | | $1,100 |
| Eleoura Hire – stage, generator, trestles and chairs | | $1,834 (= less than $100 for fuel) |
| Tony Joes - rides | | $2,200 |
| Cootamundra Times Advertising | | $ 85 |
| Council Road Closure $3,100 + GST $310 | | $3,410 |
| Lollies from Santa | say, | $ 200 |
| Approx TOTAL | | **$11,229** |

## 8.2.3 BUSINESS COOTAMUNDRA REQUEST FOR ASSISTANCE

| | |
|---|---|
| DOCUMENT NUMBER | 402850 |
| REPORTING OFFICER | Linda Wiles, Manager Business |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **1. A vibrant, safe, and inclusive community**<br>2.2 A thriving region that attracts people to live, work and visit |
| FINANCIAL IMPLICATIONS | There are 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. Letter Business Cootamundra ⇩ |

**RECOMMENDATION**

**Council consider and adopt one of the 4 options set out in this report.**

Introduction

Council is in receipt of correspondence from Business Cootamundra indicating the board has made the decision to suspend the organisations operations permanently and has approached Council for solutions to address Business Cootamundra's financial hardship.

The correspondence above presents three options to Council for consideration.

Discussion

Whilst Business Cootamundra have undoubtedly provided a valuable service to its Member base and the wider community in the past, it must be noted that Cootamundra-Gundagai Regional Council does not own Business Cootamundra, nor does Council have any direct control over the activities of Business Cootamundra. Business Cootamundra has invited Council to nominate a delegate to attend meetings etc of Business Cootamundra and this role has most recently been filled by Cr Bowden.

Additionally, Council has for quite some years provided an annual allocation, in recent times in the vicinity of $30,000. These funds were provided to assist with the operational costs of Business Cootamundra and events that they conducted. This was done so under a Memorandum of Understanding.

The options presented to Council by Business Cootamundra are set out below with some commentary provided from Council's perspective.

"**Option 1**

1. ***Waive the $8,000 that was part of the grant: We request that the Council, in light of our dire financial situation, consider waiving the $8,000 that was included in a grant to Business Cootamundra facilitated by Council. (payment for road closures). This would alleviate a significant portion of our outstanding debts."***

Business Cootamundra were successful in obtaining Grant Funding through the Reconnecting Regional Events Funds totalling $63,941 for two events being Party on Parker 2022 and Festival of Lights held in 2023.

Amongst other elements of the event activities, an item for road closures was included in the cost profile for both events, $3,500 for Party on Parker and $4,000 for Festival of Lights.

Waiving of the road closure fees may prove problematic in light of the Funding Guidelines associated with these Grants. Excerpts from the Funding Guidelines for the Reconnecting Regional Grants state:

**1. Your general obligations**

1.1 You must:

(a) ensure the Grant is used only for the Event;

(b) manage the Activities with all due skill and care including in relation to financial management, project planning and risk management; and

**5. Event costs**

5.1 You must spend the Grant only on eligible costs as defined in the Program Guidelines and as itemised in your Application.

5.2 You must not spend the Grant on costs which you incurred prior to 7 April 2022.

5.3 You are responsible for any costs for the Event that exceed the Grant (whether you expected to incur such costs or not at any time before or after you submitted the Application).

**8. Reporting Requirements**

8.1 You must provide Council with a completion report, within 30 days of your Event being held. A template can be found at page 9 and 10 of this document.

8.2 You must keep complete and accurate records and books of account with respect to your expenditure of the Grant and must retain such records for a minimum of seven (7) years after the end of the Agreement. You authorise the Department to undertake audits, to examine and inspect those records at reasonable times and on reasonable notice.

"**Option 2**

***2. Donate $8,000 to Business Cootamundra: Alternatively, we propose that the Council may consider making a charitable donation of $8,000 to Business Cootamundra. This financial support would enable us to meet our financial obligations and, in turn, allow us to repay the debts owed."***

Each year Council determines an annual community donations budget, this is then allocated to the successful applicants of the community donations program. Council's budget for 2023/24 is $30,000 plus CPI increase.

At its July 2023 Council Meeting, Council resolved to donate $30,022.00 to Community Organisations across the Council area. The Community Donations budget has been depleted for the 2023/24 financial year.

"**Option 3**

***3. Purchase the Christmas tree from Business Cootamundra for $8,000: As a third option, the Council could consider purchasing the Christmas tree currently owned by Business Cootamundra for $8,000. The proceeds from such a purchase would go directly towards paying Council the outstanding debt, ensuring that we can conclude our operations responsibly."***

It is the understanding of the report author that the Christmas Tree is now the property of Cootamundra-Gundagai Regional Council. Council received a letter dated 11 September 2023 from Business Cootamundra advising that the Board of Business Cootamundra had resolved to "gift" the Christmas Tree to Council. Whilst this action was not sought by Council, the Board nonetheless gifted the Christmas Tree to Council.

The letter from Business Cootamundra set out the minutes of the Business Cootamundra Board Meeting held on Wednesday, 3 May 2023 and stated:

**"Community Christmas Tree**

Discussion during last meeting – 12th April -regarding the Christmas Tree was missed from the minutes.

The discussion revolved around the time consumed; lack of resources and manpower, safety issues involved and secure setup venue. All of these are relevant issues which could have huge consequences. Because of these issues, it was decided to donate the Christmas Tree and decorations purchased last year to the Cootamundra Gundagai Regional Council.

**Moved:** That the Business Cootamundra Community Christmas Tree and 11 gold & silver stars and 2 round wreaths, be donated to Cootamundra-Gundagai Regional Council.

**Seconded. Carried.**

**Action:** To write a letter to Cootamundra-Gundagai Regional Council advising them of our donation."

As mentioned above, a subsequent letter was received via email on 11 September 2023 gifting the Christmas Tree to Council.

***Option 4 - Council advise Business Cootamundra that it is not in a position to provide the funding or funding relief as requested by Business Cootamundra.***

Financial

Whilst the funding request from Business Cootamundra is $8,000, it should be noted that the total expenses associated with the road closures for the two events nominated by Business Cootamundra is $7,500. Council does not have an identifiable budget item that could accommodate the funding/donation request.

OLG 23a Guideline consideration

The 23A guideline considerations are not relevant to this report.

BUSINESS COOTAMUNDRA

31 October 2023

Deputy Mayor Kelly
Cootamundra-Gundagai Regional Council
81 Wallendoon Street
Cootamundra NSW 2590

Dear Deputy Mayor Kelly,

**Subject: Closure of Business Cootamundra & Financial Implications**

We hope this letter finds you well. We have previously notified Council of the current situation which has compelled Business Cootamundra to temporarily suspend its operations.

After further investigation into our financial state, we regret to inform you that our circumstances have proven to be more dire than initially anticipated which has led the board to make the decision to suspend its operations permanently. It is with this sense of urgency and responsibility that we reach out to you to discuss potential solutions to address the financial hardships we currently face.

Despite our best efforts to maintain financial stability, It appears that we may not have been fully aware of the extent of our financial difficulties, and we find ourselves in a position where we are unable to settle all of our outstanding debts.

We have discovered that there is approximately $25,735.75 in outstanding invoices and Business Cootamundra only has $16,814.77 in cash on hand. Please refer below;

| | |
|---|---|
| BAS | $7,635.20 |
| Accounting | $6,378.73 |
| Council | $8,000.00 |
| Electricity | $1,628.11 |
| Phone | $1,870.21 |
| Ancillary | $223.50 |
| **Total** | **$25,735.75** |
| | |
| Cash on hand | ($16,814.77) |
| | |
| **Amount Outstanding** | **$8,920.98** |

Our sincere hope and intentions are to diligently address this matter and ensure that all debts are paid in full. However, we are seeking the assistance of Cootamundra-Gundagai Regional Council in this endeavour.

BUSINESS COOTAMUNDRA

As it currently stands, the weight of this financial burden rests squarely on the shoulders of the volunteer directors of Business Cootamundra, each of whom are also directors of their own local businesses within the community. This places them in an exceedingly challenging position, as they have personally invested time, effort, and resources to support both Business Cootamundra and the broader local economy.

In the unfortunate event that we are unable to meet all of our outstanding debts, Business Cootamundra could potentially face insolvency, a circumstance that could have profound and far-reaching implications not only for the directors themselves but also for the Cootamundra community at large.

To that end, we kindly request the assistance of the Council in considering one of the following options:

1. Waive the $8,000 that was part of the grant: We request that the Council, in light of our dire financial situation, consider waiving the $8,000 that was included in a grant to Business Cootamundra facilitated by Council. (payment for road closures). This would alleviate a significant portion of our outstanding debts.

2. Donate $8,000 to Business Cootamundra: Alternatively, we propose that the Council may consider making a charitable donation of $8,000 to Business Cootamundra. This financial support would enable us to meet our financial obligations and, in turn, allow us to repay the debts owed.

3. Purchase the Christmas tree from Business Cootamundra for $8,000: As a third option, the Council could consider purchasing the Christmas tree currently owned by Business Cootamundra for $8,000. The proceeds from such a purchase would go directly towards paying Council the outstanding debt, ensuring that we can conclude our operations responsibly.

We understand the financial constraints faced by the Council and assure you that we do not make this request lightly. However, we believe that by choosing one of the above options, the Council can demonstrate its commitment to supporting local organisations in challenging times and help us maintain our reputation as a responsible and reliable community partner.

Furthermore, it is worth noting that a local business owner has expressed genuine interest in the prospect of revitalising Business Cootamundra. To facilitate a smooth transition and enable a fresh start for the organisation, it is imperative that the current board of directors can bring all financial matters to a close in a responsible manner. This not only ensures the viability of Business Cootamundra but also paves the way for a new era of growth and prosperity under the guidance of a dedicated local entrepreneur.

Your support in this endeavor is greatly appreciated as it plays a pivotal role in the potential resurgence of Business Cootamundra and the continued advancement of our community.

BUSINESS COOTAMUNDRA

We are open to discussing these options further and providing any necessary documentation to facilitate the chosen course of action. We appreciate your understanding and prompt attention to this matter, and we look forward to working collaboratively to address this issue and continue contributing to the prosperity of Cootamundra.

Thank you for your time and consideration.

Chris Ryan
Director
Business Cootamundra

Jo Tomkies
Chairperson
Business Cootamundra

## 8.2.4 CUSTOMER SERVICE CHARTER

| | |
|---|---|
| DOCUMENT NUMBER | 402763 |
| REPORTING OFFICER | Linda Wiles, Manager Business |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.1 A clear strategic direction that is delivered upon |
| FINANCIAL IMPLICATIONS | There are no Financial implications associated with this report. |
| LEGISLATIVE IMPLICATIONS | There are no Legislative implications associated with this report. |
| POLICY IMPLICATIONS | There are no Policy implications associated with this report. |
| ATTACHMENTS | 1. Draft Customer Service Charter ⇩<br>2. Draft Customer Service Charter Brochure ⇩ |

**RECOMMENDATION**

**The Customer Service Charter, attached to the report, be adopted.**

Introduction

Cootamundra-Gundagai Regional Council is committed to providing high level customer service to meet the needs of its growing and changing community. As a result, Council's Customer Service Charter has been developed to set out its service standards and to enhance relationships and partnerships with the community and customers. It also provides Council employees with standards to strive for in the provision of exceptional service and determines the standards against which Council's performance will be judged.

Discussion

The Customer Service Charter outlines the Service Standards our community can expect from CGRC employees, expected response times in regard to enquiries and complaints.

Financial

There are no Financial implications associated with this report.

OLG 23a Guideline consideration

The objective of this report does not conflict with guidelines.

# Customer Service Charter

## Introduction

Cootamundra-Gundagai Regional Council is committed to providing high level customer service to meet the needs of its growing and changing community. As a result, Council's Customer Service Charter has been developed to set out its service standards and to enhance relationships and partnerships with the community and customers. It also provides Council employees with clear standards to strive for in the provision of exceptional service, and determines the standards against which Council's performance will be judged.

## Service Standards you can expect from our employees

You will be greeted in a friendly and professional manner.

Council staff will communicate in a clear and concise manner at all times.

You will be treated with respect and courtesy.

Council staff will listen carefully and identify your needs.

Council staff will ensure you receive an excellent standard of service each and every time.

Council staff will respect your right to privacy and confidentiality.

Council staff will respond to your requests within our service standards.

Council staff will adhere to Council's Code of Conduct at all times.

Council staff will deliver solutions which are tailored, transparent and fair.

## Expected Response Times

| Service Request | Standard Response Time |
|---|---|
| **Telephone Enquiries** | 2 working days to reply - all calls will be attended to in an order of urgency. |
| **Written Enquiries** | 7 working days to respond |
| **Animals**<br>Urgent Dog Attack<br>Other Animal Concerns | <br>Immediate<br>5 working days to respond |
| **Community Development**<br>Property Certificate Requests | <br>5 working days to complete |
| **Rates**<br>Land and Water Rates Enquiries | <br>3 working days to respond |

| | |
|---|---|
| **Waste** | |
| Wheelie Bin Repair | 7 working days to complete |
| Non-collection of Bin | 3 working days to complete |
| **Roads** | |
| Assess Hazards | 2 working days to respond |
| Maintenance | 7 working days to respond |
| **Water and Sewer** | |
| Water Meter Repairs | 1 working day to respond |
| Burst Water Main | Immediate |
| Water Quality Issues | 5 working days to respond |
| Sewer Blockages | Immediate |
| **Environmental Health** | |
| Noise Complaints | 5 working days to respond |
| Food Complaints | 2 working days to respond |
| **Street Trees** | |
| Urgent Tree Request (Branches obstructing roads or footpaths) | 1 working day to respond |
| Street Tree Maintenance | 7 working days to respond |
| **All other Enquiries** | 5 working days to respond |

## Helping Council help you

You can help Council meet its commitments by:

- Providing accurate and complete information
- Treating staff with mutual respect
- Respecting the rights of other customers
- Working with staff to solve the problem

## Measuring and improving the quality of Council service

Council will measure and improve the quality of its service provision by:

- Conducting an annual 'Customer Satisfaction' Survey
- Obtaining feedback from the community using feedback forms and customer surveys
- Implementing quality training to all staff
- Using corporate reporting to measure performance
- Recognising staff for delivering exceptional customer service

## Customer Service Requests

Requests for specific services will be recorded in Councils Record Management System to ensure the correct staff or department is promptly notified and can take action within the Customer Service Charter established standard time frames.

## Customer Service Feedback

As Council strives to deliver exceptional customer service, you are encouraged to provide feedback. Your feedback provides valuable information to allow for continued customer service improvement.

## Contact us

If you would like to suggest ways in which Council can improve its service, you may contact Council by:

- **Visit in person:** Cootamundra Office - 81 Wallendoon Street, Cootamundra
  Gundagai Office – 255 Sheridan Street, Gundagai
  Office Hours – Monday to Friday 9am to 5pm
- **Phone:** 1300 459 689 - 24 hours a day, 7 days a week
- **E-mail:** mail@cgrc.nsw.gov.au
- **Mail:** PO Box 420
  Cootamundra
  NSW 2590
- **Website:** www.cgrc.nsw.gov.au

**Customer Service Requests**

Requests for specific services will be recorded in Councils Record Management System to ensure the correct staff or department is promptly notified and can take action within the Customer Service Charter established standard time frames.

**Complaints**

Complaints are different from Service Requests. A complaint is generally an expression of dissatisfaction with Council's policies, level or quality of service or the behaviour of an employee. Complaints can be lodged by phone, email, post or in person.

**Customer Service Feedback**

As Council strives to deliver exceptional customer service, you are encouraged to provide feedback. Your feedback provides valuable information to allow for continued customer service improvement.

# Contact Us

**Phone**

1300 459 689 All hours

**Website**

www.cgrc.nsw.gov.au

**Email**

mail@cgrc.nsw.gov.au

**Address**

Cootamundra Office
81 Wallendoon Street,
Cootamundra
Gundagai Office
255 Sheridan Street,
Gundagai
Office Hours
Monday to Friday 9am to 5pm

**Other Agencies**

**The Ombudsman**
www.ombo.nsw.gov.au
Ph: 1800 451 524

**Office of Local Government**
www.olg.nsw.gov.au
Ph: 02 4428 4100

**ICAC (Independent Commission Against Corruption)**
www.icac.nsw.gov.au
Ph: 02 8281 5999

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

COOTAMUNDRA GUNDAGAI REGIONAL COUNCIL

# CUSTOMER SERVICE CHARTER

**Cootamundra-Gundagai Regional Council is committed to providing high level customer service to meet the needs of its growing and changing community.**

**Service Standards you can expect from our employees.**

You will be greeted in a friendly and professional manner.
Council staff will communicate in a clear and concise manner at all times.
You will be treated with respect and courtesy.
Council staff will listen carefully and identify your needs.
Council staff will ensure you receive an excellent standard of service each and every time.
Council staff will respect your right to privacy and confidentiality.
Council staff will respond to your requests within our service standards.
Council staff will adhere to Council's Code of Conduct at all times.
Council staff will deliver solutions which are tailored, transparent and fair.

**Helping Council help you.**

You can help Council meet its commitments by:
• Providing accurate and complete information
• Treating staff with mutual respect
• Respecting the rights of other customers
• Working with staff to solve the problem

**Measuring and improving the quality of Council service.**

Council will measure and improve the quality of its service provision by:
• Conducting an annual 'Customer Satisfaction' Survey
• Obtaining feedback from the community using feedback forms and customer surveys
• Implementing quality training to all staff
• Using corporate reporting to measure performance
• Recognising staff for delivering exceptional customer service

**The full version of CGRC Customer Service Charter can be viewed at www.cgrc.nsw.gov.au**

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

## 8.2.5 DRAFT DATA BREACH POLICY

| | |
|---|---|
| DOCUMENT NUMBER | 402223 |
| REPORTING OFFICER | Linda Wiles, Manager Business |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.1 A clear strategic direction that is delivered upon |
| FINANCIAL IMPLICATIONS | There are no Financial implications associated with this report. |
| LEGISLATIVE IMPLICATIONS | To comply with Part 6A of the PIPP Act. |
| POLICY IMPLICATIONS | There are no Policy implications associated with this report. |
| ATTACHMENTS | 1. Draft Data Breach Policy ⇩ |

**RECOMMENDATION**

**The draft Data Breach Policy, attached to the report, be adopted.**

Introduction

The new Draft Data Breach Policy, outlines Council's responsibilities and plan of action in the event of a Data Breach.

Part 6A of the Privacy and Personal Information Protection Act 1998 (NSW) (PPIP Act) establishes the NSW Mandatory Notification of Data Breach (MNDB) Scheme.

The MNDB Scheme requires every NSW public sector agency bound by the PPIP Act to notify the Privacy Commissioner and affected individuals of eligible data breaches.

Under the scheme, public sector agencies are required to prepare and publish a Data Breach Policy (DBP) for managing such breaches as well as maintaining an internal register and public register of eligible data breaches.

Discussion

The purpose of this response plan is to provide a procedure detailing the key actions and responsibilities to be followed in the event of a data breach incident.

The scope of this policy applies to all data held by Council and is applicable to all employees (including councillors, contractors, students, volunteers and agency personnel) as well as external organisations and contractors who have been granted access to Council's infrastructure, services and data.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The objective of this report does not conflict with guidelines.

28 November 2023

# DRAFT
# Data Breach Policy

## Incident Response Plan

*Policy Approval and Distribution*

| | |
|---|---|
| **Approved by** | Council resolution |
| **Responsible Officer** | General Manager |
| **Council Service Unit** | Business |
| **Next Review Date** | 28 November-2025 |
| **CSP reference** | 4. Collaborative and progressive leadership |

*Version Control*

| Ref | Date | Description | Resolution Number |
|---|---|---|---|
| 1.0 | 28 November | Adopted by Council. | Res |
| | | | |
| | | | |

**This document was created by Kathy Terlich – SideEffekt Security, in conjunction with Cootamundra-Gundagai Regional Council staff.**

## Contents

BACKGROUND ..... 3

DEFINITIONS ..... 3

SCOPE ..... 3

WHAT IS A DATA BREACH? ..... 3

When do we know it has occurred? ..... 4

How to report a data breach ..... 4

Introduction ..... 5

Responding to a data breach ..... 5

Detection and analysis ..... 5

Containment ..... 6

Eradication ..... 6

Recovery ..... 6

## BACKGROUND

The Mandatory Notification of Data Breach Scheme (MNDB Scheme) was created by amendments to the Privacy and Personal Information Protection Act 1998 (NSW). Part 6A of the Privacy and Personal Information Protection Act 1998 (NSW) (PPIP Act) establishes the NSW Mandatory Notification of Data Breach (MNDB) Scheme.

The MNDB Scheme requires every NSW public sector agency bound by the PPIP Act to notify the Privacy Commissioner and affect the individuals of eligible data breaches.

Under the scheme, public sector agencies are required to prepare and publish a Data Breach Policy (DBP) for managing such breaches.

Cootamundra-Gundagai Regional Council maintains personal information such as ratepayer, resident and customer data/information from parties who interact with Council. Council also maintains personal and workforce data/information.

Given the personal information is retained by Council to carry out its services, it is bound by the Notifiable Data Breaches (NDB) scheme and must take necessary care to manage personal data.

Council must comply with the notification requirements of the scheme in the event of any data breach occurring as failure to do so may render Council liable for significant penalties under Australian law.

## DEFINITIONS

*Data Breach:* A data breach is an incident, in which personal or confidential information, or non- personal information that could be sensitive or commercial, is compromised, disclosed, copied, transmitted, accessed, removed, destroyed, stolen or used by unauthorised individuals, whether accidentally or intentionally.

## SCOPE

The purpose of this response plan is to provide a procedure detailing the key actions and responsibilities to be followed in the event of a data breach incident.

The scope of this policy applies to all data held by Council and is applicable to all employees (including councillors, contractors, students, volunteers and agency personnel) as well as external organisations and contractors who have been granted access to Council's infrastructure, services and data.

## WHAT IS A DATA BREACH?

A data breach is an incident, in which personal or confidential information, or non-personal information that could be sensitive or commercial, is compromised, disclosed, copied, transmitted, accessed, removed, destroyed, stolen or used by unauthorised individuals, whether accidentally or intentionally. Examples of data breaches include;

- a device with a customer's personal information is lost or stolen
- a database with personal information is hacked
- personal information is mistakenly given to the wrong person

## When do we know it has occurred?

Council may be made aware of a data breach through a report from a member of staff, a contractor, an affected third party or through a report from another government agency. Council may also receive a written request seeking an internal review of a privacy complaint relating to a data breach incident.

When does a breach become 'eligible' for notification
Under the Notifiable Data Breach (NDB) scheme an organisation or agency must notify affected individuals and the OAIC about an eligible data breach.

An eligible data breach occurs when:

There is unauthorised access to or unauthorised disclosure of personal information, or a loss of personal information, that an organisation or agency holds. This is likely to result in serious 'harm' to one or more individuals, and the organisation or agency hasn't been able to prevent the likely risk of serious harm with remedial action

'Harm' caused by a breach can be assessed in number of ways and may be determined based on the following factors;

- Physical safety of the person/organisation
- Financial loss
- Emotional wellbeing
- Reputational damage
- Legal liability
- Breach of secrecy provisions

An organisation or agency that suspects an eligible data breach may have occurred must quickly assess the incident to determine if it is likely to result in serious harm to any individual.

## How to report a data breach

In the event of a known or suspected data breach this should be reported either verbally or in writing to Council's Manager Business as soon as practicable who will commence the response process.

## Introduction

A data breach typically involves the theft of data from an organisation by an unauthorised third party, often referred to as a "hacker". The motive for the theft can vary, from financial (for example, demanding a ransom or using the data for fraud), to political (for example to try to create a scandal) to commercial (for example theft of intellectual property such as product designs).

The technical capabilities of the attacker can also vary, ranging from amateur (such as "script-kiddies") to very professional and experienced (in the case of organized gangs or state-sponsored and funded military sections).

Cootamundra Gundagai Regional Council's defences are based on an assessment of the risks to its systems and data and are inevitably limited by the amount of money justified by the level of perceived risk. This means that an attack by a highly skilled group may be successful, and a plan needs to be in place to not only defend against attacks, but also to deal with the situation where data has been stolen.

This incident response plan describes the steps that must be taken to manage a data breach and attempt to limit its impact.

This control applies to all systems, people and processes that constitute the organisation's information systems, including board members, directors, employees, suppliers and other third parties who have access to Cootamundra Gundagai Regional Council's systems.

The following policies and procedures are relevant to this document:

- ***Information Security Incident Response Procedure***

## Responding to a data breach

There are a number of steps that must be carried out by Cootamundra Gundagai Regional Council's to respond to a data breach, so that the impact on the organisation is minimised and recovery may take place as quickly as possible. These steps must be coordinated with the actions set out in the *Information Security Incident Response Procedure* which provides an overall framework for the management of such incidents. The steps below are organized to fit in with this framework.

## Detection and analysis

The first signs of an actual or potential data breach will vary and may include:

- Suspicious activity detected via special purpose software tools
- Unusual activity identified through log analysis
- Direct contact from an attacker, for example to demand a ransom
- Reports from individuals, supervisory authorities or law enforcement agencies of data being available on the Internet or being used for fraud
- Anti-virus alerts received
- Unexplained occurrences, for example incorrect application behaviour or services not being available
- Administrators, support staff or users noticing suspicious items such as new files or user accounts created, possibly with unusual names
- Security software becomes disabled
- Unexplained hard drive activity

In many cases the objective of the attacker is to avoid detection, and they may have been active on the network for a long period of time prior to any of the above signs being noticed. Software tools and techniques may also be used by the attacker to disguise their activities. Once the possibility of malicious activity has been raised, a number of methods may be used to further analyse the situation and establish what has happened:

- Analysis of logs on network devices and servers to piece together a timed audit trail of suspicious activity
- Use of packet sniffers on the network to identify unusual network traffic
- Review of database queries that have been run since the attack is suspected to have started
- Involvement of external specialists to confirm or exclude the possibility of an attack

## Containment

If analysis confirms the existence of malicious activity within the network, initial steps must be taken to contain the impact of the attack. These steps will depend upon the precise nature of the attack, but may include:

- Blocking IP addresses that may be the source of the attack
- Disconnecting the affected systems from the Internet
- Isolating the affected systems from the rest of the internal network
- Changing the passwords of accounts thought to have been compromised

## Eradication

Once the attack has been contained, action must be taken to remove the malicious artefacts that may have been installed by the attacker. Unless there is a high degree of certainty about exactly what happened, the safest course of action will be to reinstall operating software and restore data from backups, so that a clean slate is established. The need to preserve evidence may need to be considered, based on management decisions in this area. If it is not possible to restore from backup, care must be taken to identify everything that has been installed and changed on the affected systems. Anti-malware software may be used to identify and remove suspicious items and the latest patches must then be installed.

Configuration changes that have been made to network devices and computers by the attacker will need to be found and corrected. Examination of audit logs may be necessary to identify such changes.

## Recovery

In addition to repairing the damage done by the attacker, recovery will include a full understanding of how the attack was conducted and addressing every vulnerability that was used in the course of it. This may entail installing patches and changing passwords of compromised accounts and ideally those that are judged to be potentially open to compromise in the future.

If cyber insurance is in place, the provider may be approached to make a claim and to take advantage of available assistance at all stages of the response.

## 8.2.6 CODE OF CONDUCT COMPLAINT STATISTICS

| | |
|---|---|
| DOCUMENT NUMBER | 403029 |
| REPORTING OFFICER | Anne Chamberlain, Acting Governance Officer |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.4 Recognised as a premier local government Council that represents and advocates for community needs |
| 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 2022 to 31st August 2023, be received and noted.**

Introduction

In accordance with part 11.1 of Council's adopted Procedures for the Administration of the Code of Conduct for Councillors (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 matters, the outcome of investigations completed under these procedures during the reporting period;
(f) the number of matters reviewed by the Office of Local Government 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 reporting period Council has received zero (0) Code of Conduct complaint, received about Councillors or the General Manager.

All staff and Councillors are bound to comply with the Council's Code of Conduct. All complaints are investigated and dealt with in accordance with the Code of Conduct Policy and Procedure.

In accordance with the requirements, the Office of Local Government has been advised accordingly.

The following statistics are reported about code of conduct complaints made during the period 1st September, 2022 to 30th August, 2023.

| Number of Complaints | | | |
|---|---|---|---|
| 1 | a | The total number of complaints **received** in the period about councillors and the General Manager (GM) under the code of conduct | 0 |
| | b | The total number of complaints **finalised** in the period about councillors and the GM under the code of conduct | 0 |

| Overview of Complaints and Cost | | | |
|---|---|---|---|
| 2 | a | The number of complaints **finalised at the outset** by alternative means by the GM or Mayor | 0 |
| | b | The number of complaints **referred to the Office of Local Government (OLG)** under a special complaints management arrangement | 0 |
| | c | The number of code of conduct complaints **referred to a conduct reviewer** | 0 |
| | d | The number of code of conduct complaints **finalised at preliminary assessment** by conduct reviewer | 0 |
| | e | The number of code of conduct complaints **referred back to GM or Mayor** for resolution after preliminary assessment by conduct reviewer | 0 |
| | f | The number of finalised code of conduct complaints **investigated by a conduct reviewer** | 0 |
| | g | The number of finalised complaints investigated where there was found to be **no breach** | 0 |
| | h | The number of finalised complaints investigated where there was found to be **a breach** | 0 |
| | i | The number of complaints referred by the GM or Mayor **to another agency** or body such as the ICAC, the NSW Ombudsman, OLG or the Police | 0 |
| | j | The number of complaints being investigated that are **not yet finalised** | 0 |
| | k | The **total cost** of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs | 0 |

| Preliminary Assessment Statistics | | | |
|---|---|---|---|
| 3 | The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions: | | |
| | a | To take no action (clause 6.13(a) of the 2018 and 2020 Procedures) | 0 |

| | | |
|---|---|---|
| b | To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2018 and 2020 Procedures) | 0 |
| c | To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2018 and 2020 Procedures) | 0 |
| d | To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2018 and 2020 Procedures) | 0 |
| e | To investigate the matter (clause 6.13(e) of the 2018 and 2020 Procedures) | 0 |

Investigation Statistics

| | | |
|---|---|---|
| 4 | The number of investigated complaints resulting in a determination that there was **no breach**, in which the following recommendations were made: | |
| a | That the council revise its policies or procedures | 0 |
| b | That a person or persons undertake training or other education (clause 7.37 of the 2018 Procedures or clause 7.40 of the 2020 Procedures) | 0 |
| 5 | The number of investigated complaints resulting in a determination that there **was a breach** in which the following recommendations were made: | |
| a | That the council revise any of its policies or procedures (clause 7.36(a) of the 2018 Procedures or clause 7.39 of the 2020 Procedures) | 0 |
| b | In the case of a breach by the GM, that action be taken under the GM's contract for the breach (clause 7.36(h) of the 2018 Procedures or clause 7.37(a) of the 2020 Procedures) | 0 |
| c | In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.36(i) of the 2018 Procedures or clause 7.37(b) of the 2020 Procedures) | 0 |
| d | In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.36(j) of the 2018 Procedures or clause 7.37(c) of the 2020 Procedures) | 0 |
| 6 | Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2018 or 2020 Procedures) | |

Categories of misconduct

| | | |
|---|---|---|
| 7 | The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct: | |
| a | General conduct (Part 3) | 0 |
| b | Non-pecuniary conflict of interest (Part 5) | 0 |
| c | Personal benefit (Part 6) | 0 |
| d | Relationship between council officials (Part 7) | 0 |

| | | |
|---|---|---|
| e | Access to information and resources (Part 8) | 0 |

| Outcome of determinations | | |
|---|---|---|
| 8 | The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewer's recommendation | 0 |
| 9 | The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by OLG | 0 |

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The objective of this report does not conflict with guidelines.

## 8.2.7 ANNUAL REPORT 2022/2023

| | |
|---|---|
| DOCUMENT NUMBER | 402203 |
| REPORTING OFFICER | Anne Chamberlain, Acting Governance Officer |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.1 A clear strategic direction that is delivered upon |
| FINANCIAL IMPLICATIONS | There are no Financial implications associated with this report. |
| LEGISLATIVE IMPLICATIONS | To comply with Section 428 of the *Local Government Act 1993* (the Act), and the *Local Government (General) Regulation 2021.* |
| POLICY IMPLICATIONS | There are no Policy implications associated with this report. |
| ATTACHMENTS | 1. Draft Annual Report 2022/2023 ⇩ |

**RECOMMENDATION**

1. **The Draft Annual Report, including a copy of the Financial Statements for the year ended 30 June 2023, attached to the report, be endorsed.**
2. **A copy of the endorsed 2022/2023 Annual Report be placed on Councils website, and provided to the Minister for Local Government.**

Introduction

Under Section 428 of the Local Government Act, 1993 (the Act), councils must prepare an annual report within five months after the end of the financial year. Council must upload a copy of the annual report, (including financial statements) to its website and provide a copy to the Minister for Local Government (the Minister) and such other persons and bodies as regulations apply and provided a copy of Council's Disability Inclusion Action Plan provided to the Minster for Disability Services.

The Annual Report is the key reporting document for Council to keep the community informed as to what was achieved in the financial year, in addition to reporting against a number of statutory reporting requirements.

Discussion

The submission of the Annual Report meets Council's legislative requirements under the Local Government Act (1993) and Local Government (General) Regulation (2021).

The Annual Report includes information that is prescribed by the Regulation. These requirements have been included in the Regulation because the Government believes that it is important for community members to know about it; to help their understanding of how their council has been performing both as a service provider and a community leader.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The objective of this report does not conflict with guidelines.

## Senior Staff Remuneration

Clause 217 (1b) & (1c) Local Government (General) Regulation 2005, Council provides the following report on the number of senior staff employed by the Council and the Total Remuneration Package in respect of their employment: NIL

## General Manager

***A statement of the total remuneration package of the General Manager during 2022/2023:***
***(Note: The figures below are the total remuneration amounts of multiple Interim and Acting General Managers engaged by Council in 2022-2023).***

- The total value of the salary component of the package = $283,426.00.
- Total amount of any bonus, performance or other payments that do not form part of the salary component of the General Manager: NIL.
- Total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the General Manager may be a contributor = $51,621.00.
- Total Value of any non-cash benefits for which the General Manager may elect under the package = $59,199.00.
- Total amount payable by way of fringe benefits tax for any such non-cash benefits = $7,804.00.

## Persons Who Performed Paid Work On Wednesday 23 November 2022

***Local Government General Regulation Cl 217 (1)(d) (i),(ii),(iii),(iv)***

| | |
|---|---|
| Permanent full-time employees | 129 |
| Permanent part-time employees | 8 |
| Casual employees | 15 |
| Persons employed by the council on a permanent full-time, permanent part-time or casual basis or under a fixed term contract | 2 |
| Persons employed by Council as senior staff members | 1 |
| Persons engaged by Council under contract or other arrangement with the person's employer, wholly or principally for the labour of the person | 0 |
| Persons supplied to the council, under a contract or other arrangement with the person's employer, as an apprentice or trainee | 0 |

## Stormwater Levies And Charges

***Local Government General Regulation Cl 217(e)***
***A statement detailing the stormwater management services provided (if levied).***
*Council levies an annual Stormwater Management Charge to both residential and business properties, subject to exemptions provided for under the Local Government Act 1993. All funds raised are applied to stormwater management improvements, including the following projects completed during the year:*

Stormwater Levies and Charges were applied to general drainage improvements works across the LGA.

## 8.2.8 DELIVERY PROGRAM/ OPERATIONAL PLAN QUARTERLY PROGRESS REPORT

| | |
|---|---|
| DOCUMENT NUMBER | 402215 |
| REPORTING OFFICER | Anne Chamberlain, Acting Governance Officer |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.1 A clear strategic direction that is delivered upon |
| FINANCIAL IMPLICATIONS | There are no Financial implications associated with this report. |
| LEGISLATIVE IMPLICATIONS | In accordance with section 406 of the Local Government Act, 1993. |
| POLICY IMPLICATIONS | There are no Policy implications associated with this report. |
| ATTACHMENTS | 1. Quarterly Progress Report - 1 July 2023 to 30 September 2023 ⇩ |

**RECOMMENDATION**

**The Delivery Program incorporating the Operational Plan 2023/2024, quarterly progress report, (1st Quarter July to September), attached to the report, be received and noted.**

Discussion

To comply with Section 406 of the Local Government Act, 1993 and in accordance with the Office of Local Government's Integrated Planning and Reporting guidelines 'The general manager must ensure that regular progress reports are provided to the council, reporting as to its progress with respect to the principal activities detailed in its delivery'.

Accordingly, attached to this report is the quarterly progress report outlining the extent to which performance measures and targets, set out in the Delivery Program and Operational Plan, have been achieved during the first quarter of the reporting year; that is between 1 July – 30 September 2023.

The next progress report will be presented to Council at the Ordinary Meeting of Council to be held 27 February 2024 and will consist of status updates for actions within the 23/24 Operational Plan (2nd quarter reporting period of October - December 2023).

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The objective of this report does not conflict with guidelines.

# Delivery Program/Operational Plan

# Quarterly Progress Report for 2023/2024 - Quarter 1

Council delivers a diverse range of services and projects annually, which are published in the yearly Operational Plan.

The following section provides an overview on Councils progress in delivering the actions detailed in the 2023/2024 Operational Plan.

## 1: A vibrant, safe, and inclusive community

### *1.1: Our health and wellbeing needs are met*

#### 1.1a: Provide quality health and well-being services that support the changing needs of the community throughout the lifecycle through government and non-government organisations

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.1a (1) | Continue to consult with local health service providers and identify and advocate for opportunities to improve the quality and range of health services provided in the region | Support local health service providers and community groups in promoting programs which encourage healthy lifestyle choices and activities | Manager Regional Services - Gundagai | Ongoing | Council continues to support and communicate with Local Health Services and Community Groups. |

### 1.1b: Provide opportunities for the recreational use of parks, sporting facilities, swimming pools by ensuring they are safe, maintained, managed and meet the needs of all community members

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.1b (1) | Masterplan development for Fisher Park | Develop Masterplan for Fisher Park | Manager Regional Services - Gundagai | Ongoing | Funding received to start implementing strategies once identified and undertake renovation works to existing facility.<br><br>Further funding has been supplied through the SCCF program to allow the construction of a new female change facility, canteen, bar & public toilets.<br><br>Planning is underway with the final floor plan approved by users.<br><br>Engineering design/approvals are with designer for final approval. |
| 1.1b (2) | Promote year-round use of Council facilities | Collaborate with communications team to develop a communications and marketing program to promote year- round use of Council facilities | Manager Regional Services - Cootamundra | Ongoing | This communication continues on a needs basis as identified. |

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.1b (2) | | Collaborate with communications team to develop a communications and marketing program to promote year- round use of Council facilities | Manager Regional Services - Gundagai | Ongoing | Promotion of special events continues.<br>Council encourages event promotors to work with council to organise additional flags or banners, subject to councils Banner Booking Conditions Policy.<br>Regional Services updates Communications regarding information relevant to Council Facilities. |
| 1.1b (3) | Prepare and deliver the CGRC Open Space Strategy / Management Plan | Deliver Open Space Strategy / Management Plan | Manager Regional Services - Cootamundra | Ongoing | This has been developed and is implemented via the resources made available to achieve identified outcomes. This is ongoing annually. |
| 1.1b (3) | | Deliver Open Space Strategy / Management Plan | Manager Regional Services - Gundagai | Ongoing | Staff continue to maintain and prepare sporting fields as per booking request. Swimming Pool is leased, and programs are arranged by lessee. |
| 1.1b (5) | Seek funding to build a reflection area at Cootamundra Cemetery | Investigate funding opportunities to build a reflection area at Cootamundra Cemetery | Manager Regional Services - Cootamundra | On Hold | There is no funding allocated for this study and planning to be undertaken. |

### 1.1c: Seek funding and investment for the revitalisation of the Gundagai Memorial Swimming Pool and existing sports and recreation facilities across Cootamundra, Gundagai and villages

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.1c (1) | Gundagai Pool Renovation | Complete Gundagai Pool renovation project | Manager Regional Services - Gundagai | In Progress | Repairs to major cracking have been undertaken.<br>Awaiting installation of stainless-steel cover plates.<br>Tenders have been received for amenities block and negotiations underway with contractors as approved by council. |

## *1.2: A welcoming community that cares for and looks after each other*

### 1.2a: Support initiatives and facilities that encourage social inclusion and community connections

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.2a (1) | Update and implement accessibility strategies as identified in the Disability Inclusion Access Plan | Update Disability Inclusion Access Plan | Manager Business | In Progress | In the process of updating the Disability Inclusion Access Plan. Draft is currently being reviewed. Will be presented to Council when complete. |

### 1.2c: Undertake an Aboriginal Heritage and Cultural Places Study

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.2c (1) | Undertake a region wide Heritage Study to update current heritage plan | Seek funding to update the region's Heritage Plan | Manager Business | Ongoing | Funding options to be sought when resources allow.<br>Councils Youth and Inclusion Officer has commenced research into funding options. |

### 1.2e: Increase focus on the Arts by providing accessible, functional, multi-purpose facilities and spaces suitable for culture, recreational, learning and information services and activates

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.2e (3) | Deliver a diverse range of Art Gallery/Museum and Library events and programs that are accessible and relevant to the community | Work with partners including Eastern Riverina Arts to develop a diverse annual program of gallery exhibitions and events | Manager Business | In Progress | Council Libraries provide a diverse range of events for all ages and cultures.<br>Individual facilities, such as the Cootamundra Art Centre develop events and programs relevant to community needs.<br>Council partners with Eastern Riverina Arts to support Arts programs throughout the region. |

### *1.3: Maintaining low crime levels*

#### 1.3a: Deliver dependable emergency service management practices and responses which protect our community

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.3a (1) | Continue maintenance and operations of Emergency Management Centres | Maintain and operate Emergency Management Centres | Deputy General Manager - Operations | Ongoing | Local Emergency Management Committee (LEMC) continue to meet on a regular basis. |
| 1.3a (2) | Continue to participate in Local Emergency Management Meetings with local emergency services | Continue to participate in Local Emergency Management Meetings with local emergency services | Deputy General Manager - Operations | Ongoing | Local Emergency Management Committee (LEMC) continues to meet on a regular basis. |
| 1.3a (3) | Maintain and update Council's emergency response plans | Update and maintain Council's emergency management and response plans | Deputy General Manager - Operations | Ongoing | Evac Centre Audit conducted in reporting period. NSW Reconstruction Authority may have resources for Council to utilise to assist with emergency response plans. |

#### 1.3b: Support initiatives and facilities that encourage social inclusion and community connections

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.3b (1) | Investigate opportunity to implement shared pedestrian area in consultation with traffic committee and Transport for NSW | Consult with Transport for NSW and local traffic management committee to investigate shared pedestrian area classification for Cootamundra and the lowering of CBD speed limit to 30klm per/hour | Manager Engineering - Cootamundra | In Progress | TfNSW have proposed 30k/h High Pedestrian area for Cootamundra CBD.<br>Public consultation underway with report to be presented to Local Traffic Committee. |

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.3b (2) | Continue to work in partnership with local agencies such as Fire and Rescue NSW, Rural Fire Service and State Emergency Service, Health, Ambulance, Police, Local Land Services to identify and advocate for opportunities to improve overall community safety | Work in partnership with Fire and Rescue NSW, Rural Fire Service and State Emergency Service, NSW Health, Ambulance, Police and Local Land Services to implement community safety initiatives | Deputy General Manager - Operations | Ongoing | Local Emergency Management Committee (LEMC) has continued to meet on regular basis with relevant actions identified and implemented. |

### 1.3c: Installation of CCTV cameras in higher crime areas

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.3c (1) | Review security contracts | Review security contracts for Closed-Circuit Televisions (CCTV) cameras | Manager Regional Services - Gundagai | Ongoing | Funding will need to be sourced for the installation of additional CCTV systems.<br>It has been proven mobile security patrols have not been successful in reducing the amount of vandalism being carried out in the LGA.<br>Police are assisting with extra patrols and police presence. |
| 1.3c (1) | | Review security contracts for Closed-Circuit Televisions (CCTV) cameras | Manager Regional Services - Cootamundra | Ongoing | Staff are working with local Police to help determined best locations for camera installations. |

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 1.3c (2) | Seek funding for Closed Circuit Television camera installation | Seek funding for the installation of Closed-Circuit Televisions (CCTV) cameras | Manager Regional Services - Cootamundra | Ongoing | Further investigations into the detail of what is required.<br>Once this has been determined funding opportunities will be sought. |
| 1.3c (2) | | Seek funding for the installation of Closed-Circuit Televisions (CCTV) cameras | Manager Regional Services - Gundagai | Ongoing | Grant funding has been used within existing projects to install units as required.<br>Staff continue to work with Police to identify risk areas.<br>Additional Funding sought to carry out further installations. |

## 2: A region for the future

### *2.1: Recognised as a must-visit tourist destination*

#### 2.1a: Seek funding and investment opportunities for tourism asset development

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.1a (1) | Gundagai Old Mill Redevelopment | Gundagai Old Mill Redevelopment construction tender in market and contractor engaged | Manager Regional Services - Gundagai | Ongoing | Detailed business case required for site development.<br>Merger funding available to carry out this work subject to council endorsement.<br>Full detailed costing to be applied with this item and future funding to be sourced to carry out renovations. |
| 2.1a (3) | Feasibility study into mountain biking 'flow trail' development on Mount Kimo | Seek funding to conduct feasibility study into development of Mountain Bike 'Flow Trail' on Mount Kimo | Manager Business | Ongoing | Research has commenced into background of this this project. Once further information is obtained funding can be sought to ascertain feasibility. |
| 2.1a (4) | Develop and issue an expression of interest for Wallendbeen silo art project | Develop EOI for Wallendbeen silo art project | Manager Business | On Hold | At present, we are unable to proceed with the Wallendbeen Silo Art Project as the Silos are still active. |

### 2.1b: Seek funding and investment opportunities to improve existing visitor amenities and experiences

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.1b (3) | Playground and recreational ground upgrades | Seek funding to complete upgrades and change of use application for Stockinbingal recreational ground | Manager Regional Services - Gundagai | Ongoing | The Stockinbingal Community group have decided they would prefer to keep the reserve as is and not formalise any camping on the grounds.<br>Further investigation and discussions will need to be had with the community and planning. |

### 2.1c: Growth and expansion of the region's events calendar and tourism products with a focus on agritourism opportunities

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.1c (1) | Work with Cootamundra and Gundagai business and tourism groups to help support and grow new events | Implement actions identified in the Agri-tourism strategy | Manager Business | In Progress | "Reconnecting Regional NSW - Community Events Program" to assist and grow new events throughout the Council area is largely completed, with only a few events still to be completed.<br>Tourism and Economic Development Officers will implement further strategies to encourage growth in this area. Agritourism Development Program has commenced. |

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.1c (3) | Establish Cycle Trails map for Cootamundra | Develop Cycle Trails map for Cootamundra and upload onto website for road cyclists | Manager Engineering - Cootamundra | In Progress | Public input into cycleways completed.<br>Feedback being reviewed to include in new plan to be presented to council early 2024. |

### 2.1d: Increased marketing of the Cootamundra and Gundagai tourism brands

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.1d (2) | Seek funding to continue delivering on the Tourism Communications Plan | Seek funding to continue delivery of actions identified in the Tourism Communications Plan | Manager Business | In Progress | Tourism brands for Gundagai and Cootamundra are promoted through websites, Facebook, Instagram and events, consistent with platforms listed in our Communications Engagement Strategy.<br>Tourism and Economic Development Officers research funding opportunities for tourism promotion.<br>Development of a Tourism Campaign for the regional has commenced. |

### 2.1f: Establish stand-alone Visitor Information Centre in Cootamundra and refurbishment of Gundagai Visitor Information Centre

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.1f (2) | Heritage Centre and Cootamundra Visitor Information Centre upgrade | Complete fit-out of the Cootamundra Heritage Centre and Visitor Information Centre | Manager Regional Services - Gundagai | Ongoing | Plans have been modified and are currently with Heritage NSW and Planning for approval. |
| 2.1f (3) | Revisit Arts Centre Masterplan | Implement up-to-date fire safety measures and accessibility upgrades at Cootamundra Arts Centre | Manager Regional Services - Gundagai | In Progress | Currently consulting with contractors regarding switchboard upgrade and fire safety. |
| 2.1f (3) | | Investigate and deliver a potable water supply to the Dog on the Tuckerbox precinct at Annie Pyers Drive (partial funding identified and in Capital Expenditure Program) | Acting Manager Engineering - Gundagai | Ongoing | Assessing Development Application and associated water requirements. |
| 2.1f (4) | Gundagai Visitor Information Centre Upgrade | Gundagai Visitor Information Centre upgrades completed, including establishment of online sales capability | Manager Regional Services - Gundagai | In Progress | Tenders have been received and negotiation underway.<br>Anticipate start as soon as possible. |

### 2.1g: Undertake community consultation and feasibility studies for Rail Trail between Cootamundra and Gundagai

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.1g (1) | Undertake feasibility study into the development of a Cootamundra to Gundagai Rail Trail | Seek funding to undertake a feasibility study into the development of a Cootamundra-Gundagai Rail Trail | Manager Business | On Hold | Study to commence when resources allow. |

## *2.2: A thriving region that attracts people to live, work and visit*

### 2.2a: Support and facilitate economic development and employment opportunities

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.2a (1) | Livability information available on Council website | Update region livability information and upload onto Council website | Manager Business | Ongoing | Cootamundra-Gundagai Regional Council updates the website on information regarding livability periodically. |
| 2.2a (3) | Establish monthly communication to industry outlining opportunities and economic activity of the region | Establish monthly communication to business and industry outlining opportunities and economic activity of the region | Manager Business | Ongoing | Relevant updates are emailed and distributed to business contact list via Tourism and Economic Development Officers.<br>Information relevant to individual operators is forwarded directly to them.<br>New Business, New Residents and Tourism packs are available. |

### 2.2b: Attract new business and employment opportunities to the region, supporting their establishment and retention

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.2b (2) | Actively market the region targeting current and new residents | Actively market the region as a 'must visit' destination | Manager Business | In Progress | Tourism and Economic Development Officers work toward outcomes of the Tourism and Economic Development Strategy.<br>Tourism websites are updated with current attractions and events.<br>New visitor packs, business packs and tourism packs have been developed.<br>Centralised information for residents and visitors encouraging livability, local product and event development are featured.<br>Agritourism Project has commenced. EOI's have been called for local producers to be part of the mentoring program. |

### 2.2d: Deliver Youth Strategy actions and promote existing Youth Council Resources including establishing Youth Hub

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.2d (1) | Secure location and funding to house a 'Youth Hub' in Cootamundra | Seek funding to establish a Youth Hub for Cootamundra | Manager Business | In Progress | Council has engaged a full time Youth and Inclusion Officer who is establishing Youth Hubs in Cootamundra and Gundagai.<br>Both Hubs will be complete by March 2024.<br>Youth Inclusion Officer is engaging with Youth and relevant stake holders in both communities to reinstate Youth Councils and Youth services for the region. |
| 2.2d (4) | Assist Youth Council is establishing Jobs Expo for the region | Assist Youth Council in establishing a jobs expo for the region | Manager Business | In Progress | CGRC Youth Inclusion Officer has commenced.<br>Discussions have commenced with Schools and training providers regarding the establishment of a job's expo or alternative for the region. |

### 2.2f: Facilitation of business grants

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.2f (1) | Recruit a grants officer for Council | Recruit a Grants Officer for Council who will oversee the application and implementation of grants across the organisation | Manager Finance | Ongoing | Finance Dept updating position descriptions in preparation of recruitment of this role. |

### 2.2h: Improving Council's focus on the Arts by providing accessible, functional and multi-purpose facilities and spaces suitable for cultural, recreational, learning and information services and activities

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.2h (2) | Develop maintenance schedule for key sites, and any new sites that activate | Develop a region wide maintenance schedule for Council facilities and assets | Manager Regional Services - Gundagai | Ongoing | Programming works are underway for scheduling of maintenance to Parks and Gardens facilities.<br>Continued Investigation is currently underway for further detailed works on major facilities where required. |
| 2.2h (2) | | Develop a region wide maintenance schedule for Council facilities and assets | Manager Regional Services - Cootamundra | Ongoing | Council maintains existing assets as related to this Task within the capabilities of the budget and available resources. |

## *2.3: A region that can accommodate and support strategic growth*

### 2.3a: Pursue affordable housing opportunities in the region

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.3a (2) | Develop planning policies to facilitate options for range of housing | Undertake housing investigate and report on housing issues in the region and identify strategies to mitigate | Environmental Health Officer | Ongoing | Council will be participating in the development of the Regional Housing Delivery Plan for our area. |

### 2.3b: Provide appropriate land development to meet market demand

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 2.3b (2) | Access and determine planning and development applications to foster community growth | Develop Planning Policies to Facilitate options for a range of housing | Interim Manager Sustainable Development | Ongoing | A flood study for the Villages of Coolac, Nangus, Tumblong and Darbalara has commenced in November 2023.<br>A completed Flood Study will allow Council to Initiate rezoning objectives of the Council adopted CGRC Villages Strategy.<br>Council has completed the Cootamundra 2050 Strategy, however a similar strategy for the township of Gundagai is required.<br>Discussions have commenced with the Department of Planning regarding grant opportunities to assist with the required study. |

# 3: A protected and enhanced environment

## *3.1: Our natural environment is valued and protected*

### 3.1b: Undertake active weed and pest management

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 3.1b (1) | Seek opportunities to increase staffing to deliver increased weeds management program | Seek opportunities to increase staffing to deliver increased weed management program in line with funding requirements | Manager Regional Services - Gundagai | Ongoing | Replacement staff are to be advertised once position description review has been completed. |

### 3.1c: Ensuring new developments minimise impacts on water catchments, including downstream and groundwater sources

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 3.1c (1) | Plan, construct, maintain and manage the water infrastructure network | Plan, construct, maintain and manage the regions water infrastructure network in accordance with land development, and asset management priorities and availability of funding for Cootamundra Area | Manager Engineering - Cootamundra | In Progress | Tenders closed for assessment of water delivery infrastructure and capacity in Cootamundra.<br>Engagement of consultant expected by Dec 2023. |

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 3.1c (1) | | Plan, construct, maintain and manage the regions water infrastructure network in accordance with land development, and asset management priorities and availability of funding for Gundagai Area | Acting Manager Engineering - Gundagai | In Progress | Network analysis has commenced.<br>Asset inspection program has been established for water and sewer over a 5-year period.<br>Works have commenced on the asset inspection program items for 2022-2023 financial year.<br>Integrated Water Cycle Management study funded and is currently being completed. |

## *3.2: We have attractive towns and villages*

### 3.2a: Undertake place making and beautification activities at entrances to towns and villages

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 3.2a (2) | Develop Place Activation Plans for villages to support Villages strategy and encourage activation of villages as opportunity arises | Seek funding to develop Place Activation Plans for villages in support of the Villages Strategy | Manager Business | Ongoing | Activation Plans for the Villages to be developed as resources permit. |

### 3.2c: Regeneration of creeks and waterways including Muttama Creek and Gundagai waterways

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 3.2c (1) | Develop plan for the beautification and preservation of Muttama Creek | Seek funding to develop a plan for the beautification and preservation of Muttama Creek | Manager Regional Services - Cootamundra | On Hold | This planning will commence once funding has been received.<br>Currently Investigating funding opportunities. |

### 3.2d: Planning for rural, urban and industrial development is complementary to the region's natural environment and heritage

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 3.2d (1) | Implement actions and strategies from the Villages Strategy | Implement actions and strategies from the Villages Strategy | Manager Business | Ongoing | Plans detailed in the Villages Strategy are implemented as time allows.<br>Tourism and Economic Development Officers from Gundagai and Cootamundra will work through proposed implementation of strategies. |

### *3.3: Responsive and adaptive community to climate change risks and impacts*

#### 3.3a: Investigate and implement renewable energy technologies to reduce environmental impact including developing specific controls for solar farms and permissibility of landfills

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 3.3a (2) | Install solar panels and Light-emitting diode (LED) lighting at all Council owned buildings | Develop a budget and implementation plan for the installation of solar panels and LED lighting at all Council owned buildings at Cootamundra | Manager Regional Services - Gundagai | Ongoing | Refurbishments are incorporating LED & Solar subject to funding available.<br>Grants are being looked at for further solar implementation opportunities. |
| 3.3a (2) | | Develop a budget and implementation plan for the installation of solar panels and LED lighting at all Council owned buildings at Gundagai | Manager Regional Services - Gundagai | Ongoing | Refurbishment works including LED, solar & any other energy saving ideas subject to funding available.<br>Further grants will be required for increased energy efficiency works to be carried out. |
| 3.3a (4) | Introduction of Food Organics and Garden Organics (FOGO) collection to Cootamundra | Introduce Food Organics and Garden Organics (FOGO) collection for Cootamundra, similar to Gundagai | Manager Regional Services - Cootamundra | On Hold | This is currently on hold pending the release of funding from the EPA. |

### 3.3b: Investigate and implement sustainable water and waste strategies as outlined in CGRC Local Strategic Planning Statement

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 3.3b (1) | Support the implementation of potable water connections to existing residents in Nangus, and identify other urban release areas which can leverage off the asset | Deliver potable water connections to existing resident in Nangus | Acting Manager Engineering - Gundagai | In Progress | Currently reviewing options and funding alternatives. |

## *3.4: Greater efficiency in the use of resources*

### 3.4a: Improve waste minimisation and recycling practices in homes workplaces, development sites and public places

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 3.4a (1) | Closure of Wallendbeen and Stockinbingal landfills | Conduct an impact assessment on the closure of Wallendbeen and Stockinbingal landfills | Manager Regional Services - Cootamundra | Ongoing | This will be undertaken during the 2023/24 financial year with several community information sessions to be held as part of determining a way forward that meets the local and environmental needs when managing community waste.<br><br>Council will be constructing the new waste recycling center's secondhand store which will contribute substantially to reducing waste going into landfill. |

### 3.4c: Revise asset management strategy

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 3.4c (1) | Watermain Replacement and Reservoir Disinfection Projects | Deliver planned watermain replacement and reservoir disinfection projects | Acting Manager Engineering - Gundagai | In Progress | This action is included in Council's capital works program. |
| 3.4c (1) | | Deliver planned watermain replacement and reservoir disinfection projects | Manager Engineering - Cootamundra | In Progress | Replacement program currently being assessed for Tendering for late 2023.<br>Expect replacement works to commence in 2024. |

### 3.4d: Develop, implement and report on a Regional Sustainability Strategy

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 3.4d (1) | Seek funding to engage a specialist to develop a regional sustainability strategy for Council | Seek funding to engage a specialist consultant to develop a Regional Sustainability Strategy for the region | Manager Business | In Progress | Tourism and Economic Development Officers are researching funding opportunities. |

# 4: Collaborative and progressive leadership

## *4.1: A clear strategic direction that is delivered upon*

### 4.1a: Continuous improvement in services delivery based on accountability, transparency and good governance

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.1a (4) | Develop and implement service review schedule and determine the number of reviews to conduct per Council term | Develop a service review schedule to determine the number of reviews per Council term | Manager Business | In Progress | Due to the implications of possible demerge, CGRC staff have proposed to establish a service and asset profile for CGRC, to which levels of service, performance and resourcing may be assigned.<br>This register of services can then be utilised for each individual Council, or CGRC, depending on the outcome of demerge proposal. |

### 4.1b: Provide the community with responsive customer service

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.1b (1) | Provide quality customer service during all “front line” interactions between Council and the community and in all other interactions between staff, agencies, Council and the community | Provide quality customer service during all front-line interactions | Manager Business | In Progress | Continual Improvement process in place within Customer Service to ensure quality customer experience is maintained.<br>Customer Service Charter has been presented to Council for endorsement. |

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.1b (2) | Council will track the progress towards the achievement of the corporate plan objectives against measurable outcomes | Implement tracking and reporting of progress against strategic plans against objectives | Manager Business | In Progress | Continual improvement measures implemented periodically to ensure continued quality Customer Service in line with Strategic Plan objectives.<br>Cootamundra-Gundagai Regional Council reports quarterly on outcomes of the Delivery Program.<br>Customer Service Charter presented to Council for endorsement. |

### 4.1c: Maintain a high-quality workforce that is committed to delivering on the community's and Council's vision and goals

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.1c (3) | Provide a safe and healthy environment for staff and contractors through compliance with all Work, Health and Safety legislative requirements and minimising risk | Provide a safe and healthy environment for staff and contractors through compliance with all WH&S legislative requirements | Acting Manager Engineering - Gundagai | Ongoing | Submitted reports to meet Safework NSW requirements. Continued to implement Monthly Safety Toolbox Talks with Operational and Office staff.<br>WHS meetings attended and contributed to by team. |
| 4.1c (3) | | Provide a safe and healthy environment for staff and contractors through compliance with all WH&S legislative requirements | Manager Engineering - Cootamundra | Ongoing | Workplace being maintained in safe manner with weekly Work Health and Safety reviews undertaken. |

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.1c (4) | Develop and implement a Staff Wellbeing Program | Develop and implement a staff wellbeing program | Coordinator Human Resources | Ongoing | Currently working with Work Health and Safety Officers and Kim Anson from Local Government in developing and implementing a staff wellbeing program. |

### 4.1e: Ensure long-term financial sustainability through short, medium and long-term financial planning

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.1e (1) | Conduct Long Term Financial Plan review and update | Conduct a Long-Term Financial Plan review and update Council's Long-Term Financial Plan accordingly | Manager Finance | Ongoing | 2024 Budget adopted, continuing to work on Long Term Financial Plan. |

## *4.2: Proactive, practical Council leaders who are aligned with community needs and values*

### 4.2a: Elected representatives who are trained, skilled, resourced, and knowledgeable

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.2a (2) | Support Council's elected representatives in undertaking their role in the community | Support Council's elected representatives in undertaking their role, through training and development opportunities | Manager Business | Ongoing | Council offered and provided induction training for all Councillors and supports ongoing training opportunities, identified. |

### 4.2c: Deliver better online solutions to customers who engage with Council

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.2c (2) | Migration of Council operating systems to cloud based technology | Migrate Council's operating system to cloud based technology | Manager Business | In Progress | Discussions have commenced with Councils IT Contractor to commence migration to cloud based technology. |

## *4.3: Actively engaged and supportive community*

### 4.3b: Promoting and celebrating achievements of Council and the community

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.3b (1) | Develop marketing campaigns for major Council projects to highlight project benefits and outcomes for the community | Develop marketing and communication plans for major Council projects to keep community informed, highlight successes and community benefits | Manager Business | Ongoing | Cootamundra Gundagai Regional Council's Media Office continues to communicate milestones and benefits of major CGRC's project development. |

### 4.3c: Facilitate more face-to-face community engagement/pop-up activities

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.3c (1) | As the opportunity arises, Council will seek to facilitate face-to-face engagement activities for each of its engagement exercises | Facilitate face-to-face community engagement activities, as the opportunity arises for Council projects | Manager Business | In Progress | Cootamundra Gundagai Regional Council's Community Engagement Strategy was adopted by Council, including Pop-up activities and face-to-face community engagement. Future Community Engagement will continue to include this element. |

### 4.3e: Facilitate community consultation in line with Community Engagement Charter

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.3e (1) | Ensure community consultation activities are designed to adhere to the Community Engagement Charter, and community engagement best practice (IAP2) | Design community consultation activities in-line with the Community Engagement Charter and community engagement best practice (IAP2) | Manager Business | In Progress | Alternate IAP2 training options are being researched. |

### 4.3f: Active and robust Section 355 Working Committees

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.3f (1) | Continue to support Section 355 Committees and encourage the development of Services and facilities in our communities | Support Section 355 Committees to deliver their services to communities | Manager Business | In Progress | Meeting to be scheduled with s.355 Committees after their Annual General Meetings to discuss roles and responsibilities and ensure all new and previous members are familiar with the running of a s.355 committee and to answer any queries. |

## *4.4: Recognised as a premier local government Council that represents and advocates for community needs*

### 4.4a: Maintaining a strong and robust financial position that supports the delivery of services and strategies ensuring long-term financial stability

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.4a (1) | Manage Councils income and expenditure in line with Treasury guidelines | Manage Council's income and expenditure in line with Treasury Guidelines | Manager Finance | Ongoing | 2024 Budget implemented.<br>The 2023 Financial Statements lodged with OLG before the statutory deadline for the first time in a number of years.<br>Month end processes to be implemented. |

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.4a (4) | Develop Asset Management plans which deliver Long Term financial sustainability and asset renewal | Develop Long-Term Asset Management Plans to deliver Long-Term Financial Sustainability and asset renewal | Manager Business | On Hold | Cootamundra-Gundagai Regional Council currently uses existing Asset Management Plans.<br>Plans will be updated once further information is available regarding a demerge. |

**4.4b : By meeting all legislative requirements and operating within good governance practices and frameworks**

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.4b (1) | Implement Council's Governance and Risk Management Framework and Action Plan | Implement Council's Governance and Risk Management Framework and Action Plan | Manager Business | In Progress | Council is currently in the process of updating Enterprise Risk Management Plan.<br>Council's Governance and Risk Management Framework and Action Plan is being developed. The Audit Alliance, to which CGRC is a member, is currently engaging a provider to complete an internal Audit on Enterprise Risk Management Framework. |

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 4.4b (2) | Implementation of Council's Corporate Business Continuity Plan including coordination of the IT Disaster Recovery Plan and Divisional Sub Plans | Develop and maintain risk management and business continuity plans | Manager Business | In Progress | Cootamundra Gundagai Regional Council is currently in discussions with its insurer to develop Disaster Recovery and Business Continuity Plan for CGRC.<br>Enterprise Risk Management development training is being sought for appropriate staff. |

# 5: Integrated and Accessible Region

## *5.1: Known for our good road network*

### 5.1a: Revising the asset management plan

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 5.1a (1) | Align Council's Assets and Civil Works Departments works programs | Assist with the development and updating of Council's Asset Management Plan | Manager Regional Services - Cootamundra | In Progress | Report has been reviewed and completed. |
| 5.1a (1) | | Assist with the development and updating of Council's Asset Management Plan | Acting Manager Engineering - Gundagai | In Progress | Progress underway on Asset Management data to ensure accurate data for Asset Management planning and revaluation is available.<br>Council will be incorporating Asset inspection and revaluation data from roads and bridges inspections due to be completed early 2024 into the Asset Management plans. |
| 5.1a (1) | | Assist with the development and updating of Council's Asset Management Plan | Manager Engineering - Cootamundra | In Progress | Updating as required. |
| 5.1a (1) | | Assist with the development and updating of Council's Asset Management Plan | Manager Regional Services - Gundagai | Ongoing | Discussions underway with Manager of Finance.<br>Minor changes to be reported before actioning. |

### 5.1b: Prioritising access road maintenance and future development to provide safe and efficient road and pathway network

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 5.1b (2) | Deliver annual resealing program | Deliver the annual road resealing program as budgeted | Acting Manager Engineering - Gundagai | Ongoing | The annual re-sealing program has been set. It is scheduled to be completed over the next 6 months. |
| 5.1b (2) | | Deliver the annual road resealing program as budgeted | Manager Engineering - Cootamundra | In Progress | 2023/2024 resealing program determined based on condition assessment. Sealing contractor to commence late 2023 and continue into 2024. |

## *5.2: Easily accessible from major cities and other regional towns*

### 5.2a: Feasibility study/ masterplan for development of Cootamundra airport into a true regional airport facilitating visitors, business, health services, and managing emergencies

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 5.2a (1) | Develop feasibility study/ masterplan for Cootamundra Aerodrome, with consideration to revenue generating opportunities, and long-term commercial activities | Seek funding to develop a feasibility study and masterplan for the Cootamundra Aerodrome with consideration to revenue generating opportunities and long-term commercial activities | Manager Engineering - Cootamundra | Ongoing | Funding opportunities being researched to undertake Masterplan. |

### 5.2b: Improve road conditions across the region, and advocate to improve access to regional cities and connection out of the region

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 5.2b (1) | Continue implementing the fixing local roads program | Continue to implement the approved and funded Fixing Local Roads Program | Manager Engineering - Cootamundra | In Progress | Works currently underway to complete projects by end of 2023. |
| 5.2b (1) | | Continue to implement the approved and funded Fixing Local Roads Program | Acting Manager Engineering - Gundagai | Ongoing | Annie Pyers Drive project nearing commencement.<br>FLR Pothole Repair funding expended and works completed. |
| 5.2b (2) | Seek funding for upgrades to Stockinbingal and Muttama Roads | Seek funding to deliver upgrades to Muttama Road | Acting Manager Engineering - Gundagai | Ongoing | Block grant continuing. |
| 5.2b (2) | | Seek funding to deliver upgrades to Stockinbingal Road | Manager Engineering - Cootamundra | In Progress | Funding opportunities being sought as they become available.<br>Current works scheduled to use funding provided by TfNSW following Wallendbeen rail bridge failure in early 2024. |
| 5.2b (4) | Seek funding to build a bridge over low level causeway at Muttama | Seek funding to build a bridge over the low-level causeway at Muttama | Acting Manager Engineering - Gundagai | Ongoing | Waiting for further betterment funding to become available. |

### 5.2c: Establish linked network of pedestrian footpaths and cycle paths through continued extension and upgrade of pedestrian and cycle paths

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 5.2c (2) | Develop cycleway and pedestrian access plan for the region | Seek funding to develop cycleway and pedestrian access plan for the region | Manager Engineering - Cootamundra | In Progress | Pedestrian Access and Mobility Plan (PAMP) finalised and adopted. Actively seeking funding opportunities.<br><br>Cycleways Plan- preliminary investigations completed and preparation of draft plan underway. |
| 5.2c (2) | | Seek funding to develop cycleway and pedestrian access plan for the region | Acting Manager Engineering - Gundagai | Ongoing | Pedestrian Access Mobility Plan approved by council.<br><br>Cycleway Plans currently under development.<br><br>Initial public consultation has been undertaken on the Cycleway plans. |
| 5.2c (3) | Deliver footpath extensions and safe footpath / disabled access | Undertake the footpath asset renewal and extension program as per Asset Condition Report and Pedestrian and Mobility Plans (PAMP's) program | Manager Engineering - Cootamundra | In Progress | Sections of Poole and Bourke Street footpath been renewed.<br><br>Further projects identified in next round of Local Roads and Community Infrastructure funding. |
| 5.2c (3) | | Undertake the footpath asset renewal and extension program as per Asset Condition Report and Pedestrian and Mobility Plans (PAMP's) program | Acting Manager Engineering - Gundagai | Ongoing | Footpath replacement projects continuing for the 2023-2024 financial year on Hanley and West Street. |

### *5.3: Secure Cootamundra as an Inland Port location serving to transfer rail freight between the Inland Rail and Sydney-Melbourne line*

#### 5.3b: Identify, coordinate and prioritise the delivery of local road projects that help support the regional freight network

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 5.3b (1) | Continue to seek funding from the Roads to Recover and Fixing Local Roads grants for ongoing road projects | Allocate funds to the Roads to Recovery annually for ongoing road maintenance and infrastructure projects as per condition report | Manager Engineering - Cootamundra | In Progress | Roads to Recovery projects being considered with proposals to be determined Quarter 1.<br><br>Projects determined as per asset management planning. |
| 5.3b (1) | | Allocate funds to the Roads to Recovery annually for ongoing road maintenance and infrastructure projects as per condition report | Acting Manager Engineering - Gundagai | Ongoing | Completing final scoping of R2R projects for 2023-2024 Financial year. |

### *5.4: Functional communications technologies to improve services and facilities across the region*

#### 5.4a: Develop a digital services strategy

| Action Code | Principal Activity | Action Name | Responsible Officer Position | Status | Comments |
|---|---|---|---|---|---|
| 5.4a (1) | Review existing digital platforms and consider cost effective solutions within existing budget to provide improved functionality and usability for our community in a digital services strategy | Seek funding to develop a digital services strategy for council including a review of digital platforms and investigation of cost-effective solutions | Manager Business | In Progress | CGRC IT Contractor and Council staff have been developing/updating IT Security Policies.<br><br>The development of draft CGRC Digital Services Strategy is being incorporated into the project. |

## 8.2.9 STOCKINBINGAL ELLWOOD'S HALL S.355 COMMITTEE MEETING MINUTES

| | |
|---|---|
| DOCUMENT NUMBER | 401741 |
| REPORTING OFFICER | Anne Chamberlain, Governance Officer |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.4 Recognised as a premier local government Council that represents and advocates for community needs |
| 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 s.355 Committee Management Manual. |
| ATTACHMENTS | 1. Stockinbingal Ellwood's Hall Meeting Minutes - 26 October 2023 ⇩ |

**RECOMMENDATION**

**The Minutes of the Stockinbingal Ellwood's Hall s.355 Committee Ordinary Meeting held on 26 October 2023 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 October 2023 are submitted for the information of Council and the community.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

The report purpose does not conflict with guidelines.

COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL

PO Box 420, Cootamundra NSW 2590
Phone: 1300 459 689
Email: mail@cgrc.nsw.gov.au
**www.cgrc.nsw.gov.au**

# Minutes

## STOCKINBINGAL ELLWOOD HALL SECTION 355 COMMITTEE

**AT ELLWOOD'S HALL STOCKINBINGAL**

**4.30PM THURSDAY 26 OCTOBER 2023**

### 1. AGENDA ITEMS

### 1.1. Attendance and Confirmation of Quorum

**Attendance**: **Chairperson:** Carmel Payne
**Secretary:** Lorna Nixon
**Treasurer:** Alan Pether
**Councillor:**
**General Members:** Michelle Harper, Lynn Basham, Jim Preston, Stephen Neave

**Confirmation of a Quorum:** There are **11** Members appointed to this Committee.Quorum numbers are met - **yes.**

### 1.2. Apologies: Leigh Bowden, Wendy Millyn, Robyn Gray, Su Moon, Sara Williams,

### 1.3. Disclosure of Interests: nil

### 1.4. Confirmation of previous meeting Minutes

The minutes of the last Stockinbingal Ellwood's Hall Section 355 Committee meeting dated **28 September 2023** were confirmed as true and correct.
Moved: Michelle Harper Seconded: Carmel Payne

### 1.5. Business Arising from previous Minutes:

- Donations Box at Rec Ground: council responded yesterday and are researching fabricators. May also install signage and bollards near pump track to prevent people bogging up the area.
- Toilet Block - Steve Lowe has put it out to tender.
- Square eftpos for use with wifi: Carmel is sourcing this. Telstra will be contacted by secretary regarding a booster needed for better signal for wifi.
- Steve Lowe has ordered the bench seat for the front of Heritage room.
- Caretaker position for Stock: Wayne Bennet will make up a job description.
- Cabaret Night: 43 in attendance. New tables and chairs from Country Club obtained for the night.

- Grants: PO grant unsuccessful. Nutriens grant unsuccessful so an application has been made to Inland Rail to cover Tin Shed Rattlers.
- Mould in Meeting Room: Steve Lowe engaged D & L Plumbing to check the problem Found that all of the underground drainage around the hall needs replacing and is obtaining a quote for the work. There were other issues as well.

- Tree trimming: the trees at the front of the hall have been trimmed by council from ground by level, away from the hall but a cherry picker is required. Apparently Essential Energy have to trim trees where power lines/cables are present. Essential Energy were contacted but no reply from them so far. Similarly, Council trimmed the pepper tree at the back of the hall, from ground level only.

### 1.6. Correspondence in/out:

- 02.10.2023: To Steve Lowe advising which seat we wanted for the front of the Heritage Room; and regarding the mould on the Meeting Room ceiling.
- 04.10.2023: Quote from Tony Balding for rising damp treatment.
- 06.10.2023: From Steve Lowe re Toilet block ready to go to tender. Plans were re-sent to Steve.
- 06.10.2023: Re trimming trees at the front of the hall and Essential Energy needing to trim trees where lines are involved.
- 12.10.2023: From Nutrien -unsuccessful in grant application.

### 1.7. Report from the Treasurer:

- Opening Balance: $ 6011.48
- Income: 200.00
- Expenses: 0.00
- Closing Balance $ 6211.48

Card Account Balance: $ 530.673

Alan moved that's report be accepted; Seconded: Stephen Neave

### 1.8. General Business:

1) **Grants:**An application has been submitted to CGRC Heritage Grants, which needs to be matched, for the treatment of rising damp in the hall. Tony Balding from Wagga Building Supply Company has and assessed the rising damp throughout the hall and quoted on the worst area at a cost of $6930. We applied for $3500. Notifications in October.
   Another grant application was made to Inland Rail to cover the cost of the Tin Shed Rattlers for the bush dance. $1300 has been applied for to cover band, travel and meals.
2) **Markets:** 16 bookings for stalls have already been made. Items are being collected for a raffle with 3 prizes to be awarded, drawn at Stop & Mingle in December. IGA to be booked to sell tickets.The school has indicated that they will run the barbeque; Stockinpiggle will provide food as well.
3) **Storage of tables chairs:** Some tables will be stored in the back shed, covered from the weather. Estelle will move her storage items out of the hall in December.

4) **Wifi booster:** Is required to augment the internet signal in the hall. Secretary to contact Telstra.
5) **Screen door i**s required for the Heritage Room. Jim Preston has volunteered to fabricate a door. The cost of materials to be reimbursed.

**1.9. Date and Time of Next Meeting:** 4.30 pm Thursday 23 November 2023

**1.10. Time Meeting Closed:** 6.00pm

**Signed:**

| | |
|---|---|
| **Carmel Payne** | **Lorna Nixon** |
| **Chairperson** | **Secretary** |

## 8.2.10 THE ARTS CENTRE COOTAMUNDRA S.355 COMMITTEE MEETING MINUTES

| | |
|---|---|
| DOCUMENT NUMBER | 401747 |
| REPORTING OFFICER | Anne Chamberlain, Governance Officer |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.3 Actively engaged and supportive community |
| 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. TACC Meeting Minutes - 19 October 2023 ⇩ |

**RECOMMENDATION**

**The Minutes of The Arts Centre Cootamundra s.355 Committee Meeting held 19 October 2023 attached to the report, be received and noted.**

Introduction

The attached Minutes of The Arts Centre Cootamundra s.355 Committee meeting held on 19 October 2023, is submitted for the information of Council and the community.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.

# Minutes

## THE ARTS CENTRE COOTAMUNDRA SECTION 355 COMMITTEE

**THE ARTS CENTRE COOTAMUNDRA, 18 WALLENDOON STREET**

**5.15 PM, THURSDAY 19 OCTOBER 2023**

# 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 Correspondence in/out: ..... 2
1.6 WHS ..... 2
1.7 Reports: ..... 2
1.7.1 Financial Report ..... 2
1.7.2 Report for Visual Arts ..... 2
1.7.3 Report from Performing Arts ..... 3
1.7.4 Report for Administration & Movies ..... 3
1.8 Business Arising from previous Minutes ..... 3
1.9 New General Business ..... 4
1.10 Date and Time of Next Meeting ..... 4
1.11 Time Meeting Closed ..... 4

# 1 MINUTES

## 1.1 Attendance and Confirmation of Quorum

**Present:** **President/Chairperson:** Amanda-Lee Boatswain,
**Vice Chairperson:** Julie Cowell
**Secretary:** Natalie Cowled
**Treasurer:**
**Council Representative:** Leigh Bowden

**General Members:** Rosie Fowler-Sullivan, Denise Price, Louise Whitton, Meliyeni Wiggins, Peter Beath

**Other Attendees:** Lucy Main

**Confirmation of a Quorum:** There are **[11]** 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 Elder's past, present and emerging.***

## 1.2 Apologies

Shane Kovacs, Eric Steinke, Isabel Scott

## 1.3 Disclosure of Interests

There were no disclosures of Interest.

## 1.4 Confirmation of previous meeting Minutes

The minutes of the last **The Arts Centre Cootamundra** Section 355 Committee meeting dated 15 August 2023 be confirmed as true and correct. (Appendix A)

*(Moved: Rosie, Seconded: Julie)*

## 1.5 Correspondence in/out:

## 1.6 WHS

Council & fireproofing experts visited today – will review report
Todd Basham quoted electricity box
Window panel on Miss Em's cracked – Julie to contact council

## 1.7 Reports:

### 1.7.1 Financial Report

- Julie/Amanda-Lee to speak to Shane about grants (as requested by Isabel previous minutes)

### 1.7.2 Report for Visual Arts

- No report

**1.7.3 Report from Performing Arts**

- No questions

**1.7.4 Report for Administration & Movies**

- Clean up green room date – If you're available Thursday 26th October at 5pm to help.
- Movie intake $1506, expenses $916 – does not include Lucy, Eric or Julie's cost
- Discussion that movies barely paying for themselves but looking at over a year, generally speaking they do pay for themselves, and they are a good way to get community through the door.
- Paint & Sip Nov – numbers at 3, postponed for the month
- Tarkett paid for in June, last email in July. Julie chasing as it will be needed for dance groups end of Nov
- Picnic races catering – cool room and BBQ booked but no official quote
- Schools coming back regarding sponsorships
- Close to $1000 for Coota Quest

*(Moved: Rosie, Seconded: Pete)*

## 1.8 Business Arising from previous Minutes

- IT – digitising forms (Amanda-lee & Shane)
    - Event proforma – Julie to talk to Louise about proforma example for bookings. WIP
    - Photos of Various Layouts - Nat to speak to photographers & look at dates for next year for photos of exhibition room. WIP
- Ladies bathroom – feminine hygiene bin (Natalie) – Steven Lowe has arranged with Flick as part of council rounds. Julie to email Steven about access.
- Celebrate 2024 (Isabel)
    - Report
    - Draft letters - Ideas for suggested thankyou notes and reminders for sponsors?
    - Draft schedule for light and sound show
    - Junior Members of Snugglepot and Cuddlepie have been informed
    - A junior Choir begins November 1 @ 4.30pm with Mark Brooker.
    - Community Choir going gangbusters!!
    - Can we please advertise for Junior Choir Members and for a makers Day Co-ordinator in case there is someone out there we do not know about – Script/wording to be sent to Lucy
    - Mark is toying with a Tradies Choir! We think it may work. Harnessing in Samoans, Fijians etc coming to work at abattoirs should be a lot of fun.
- Celebrate 2024 - Request for financial run down of all expenses etc. for grant application. Poster for funding with TACC logo, council logo & turtles etc (needed for grant) (Leigh)
- Reinstating DGR (Julie) – Julie emailed Tim, to follow up
- Credit card options for reception (Shane) – WIP Prepaid possibility
- Membership for centre - wording and advertising in process – 5 members to date
- Refresh of facilities – Clear out of green room scheduled for Thursday Oct 2
    - Julie to find at least 3 days of no access and volunteers for painting of studio 7 and stage floor
- Cleaning equipment - Eric to get quote for vacuum, and floor cleaner this weekend. Shane and Eric to order from Mitre10 on the account. Before the next meeting.
- FibreFest – Nov 11. Working on plan to promote stall holders and day in the run up to event. Nat to discuss options with Pete about weaving creations. No banner this year – getting organised to next year. Next year, possibility of workshops etc with first nations people Nat to talk to Pete
- TACC to approach Soroptimists to sponsor award next year – TACC first in for next year, happy to accept sponsorship. Next year, art workshop for girls 14-18 (8 girls at risk per group) – possibility of using TACC for the workshop. (Mel)

- Subcommittee formed to discuss website, style guide, marketing & social media. Amanda-Lee to organise next meeting.
- Infrastructure grants for Future Planning items below – Regional Development Grant available. TACC to push to get work done separate from Council as wait is taking too long. Subcommittee formed to drive work & planning – Isabel, Nat, Julie, Mel. Step 1. Seek pro-bono structural engineer/draftsperson/architect. Craig drafts person spoke to Julie – can create drafts that can be reviewed by architect. Waiting on council to decide next steps for work relating to compliance
    - Grants folder to be created on g-drive to save all grant applications etc for future reference
- Centre manager position (Nat) – Julie willing to step aside to allow for extra hours as she does not have time to do more. Talk to ERA about subsidies for employees – Julie invite Tim to discuss employees for Arts Centre. All to think of questions to ask Tim. Amanda-Lee to email Steve McGrath Interim General Manager to ask about options for perm part time staff – Council staff that TACC pays for.
- Our Voice, Our Heart Documentary Screening (Julie) – went ahead, but not many attendees.
- Lawns – Monthly hire and volunteers in between. Julie in process of making calls
- Annabel organising Viking jewellery workshop – Numbers confirmed, workshop going ahead.

- Future Planning
    - Calendar ready for filling for 2023/24
    - 1 year plan: compliance (sliding doors, bio box, fireproofing, electrical, egress, etc. see report), roller door in kitchen, clean up, paint, foyer lighting
        - Fire door required

- Items on hold
    - Bar Upgrade
    - Multimedia/Conferencing space
    - Signage in car park
    - 2 year plan: ceilings, furniture refresh
    - 3 year plan: secure storage, bar area
    - 4 year plan: Men's shed rebuild
    - 10 year plan: theatre rejig

*(Moved: Lou, Seconded: Denise)*

## 1.9 New General Business

- Coota Christmas – Stall at main street festival? 14th December Yes if it goes ahead
- Open night discussion – Pete to speak to Lucy and put it out to the community – do your own thing, Thursday nights, 6 until done, visual arts open night. $5 at door, free for members
- Advertising – Julie to speak to Medical Centre and RSL about advertising on the screens, question costs and regularity of updates
- Lucy requested that we all search and like TACC page on Facebook
- Marketing/Comms – Ensure all information for workshops to Lucy at least 6 weeks before event – if it is less than 6 weeks, Lucy cannot guarantee that she is able to get everything done and numbers that book in a usually far less than required.

## 1.10 Date and Time of Next Meeting

5.15pm 16 November 2023

## 1.11 Time Meeting Closed

6.57pm

**COOTAMUNDRA-GUNDAGAI REGIONAL COUNCIL**
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

## 8.3 FINANCE

### 8.3.1 PRESENTATION OF AUDITED FINANCIAL STATEMENTS

| | |
|---|---|
| DOCUMENT NUMBER | 402697 |
| REPORTING OFFICER | Zac Mahon, Manager Finance |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.1 A clear strategic direction that is delivered upon |
| 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 2023 Annual Financial Statements ⇩ |

**RECOMMENDATION**

**The General-Purpose Financial Statements, Special-Purpose Financial Statements and Special Schedules for the year ended 30th June 2023, be adopted following consideration of any submissions received.**

Introduction

Under Section 419 of the Local Government Act 1993, Council is required to present its Audited Financial Statements, together with the Auditor's report, at a meeting of the Council.

Discussion

The NSW Audit Office has completed their audit of the 2022/23 Financial Statements. Council's auditor representative, under appointment by the Auditor General, Brad Bohun – Partner at Crowe, will be in attendance at the meeting to present the Audit Report and take any questions.

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

Not applicable.

# Cootamundra-Gundagai Regional Council

## ANNUAL FINANCIAL STATEMENTS

for the year ended 30 June 2023

# Cootamundra-Gundagai Regional Council

## GENERAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2023

# Cootamundra-Gundagai Regional Council

## General Purpose Financial Statements

for the year ended 30 June 2023

Contents Page

**Statement by Councillors and Management** 3

**Primary Financial Statements:**

Income Statement 4
Statement of Comprehensive Income 5
Statement of Financial Position 6
Statement of Changes in Equity 7
Statement of Cash Flows 8

**Notes to the Financial Statements** 9

**Independent Auditor's Reports:**

On the Financial Statements (Sect 417 [2]) 70
On the Financial Statements (Sect 417 [3]) 74

### Overview

Cootamundra-Gundagai Regional Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

81 Wallendoon St
Cootamundra NSW 2590

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note B1-2.

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: www.cgrc.nsw.gov.au.

# Cootamundra-Gundagai Regional Council

## General Purpose Financial Statements
for the year ended 30 June 2023

## Statement by Councillors and Management

### Statement by Councillors and Management made pursuant to Section 413 (2c) of the *Local Government Act 1993* (NSW)

**The attached general purpose financial statements have been prepared in accordance with:**

- the *Local Government Act 1993* and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

**To the best of our knowledge and belief, these statements:**

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

**We are not aware of any matter that would render this report false or misleading in any way.**

**Signed in accordance with a resolution of Council made on 24 October 2023.**

Charlie Sheahan
**Mayor**
24 October 2023

Gil Kelly
**Deputy Mayor**
24 October 2023

Steve McGrath
**Interim General Manager**
24 October 2023

Zac Mahon
**Responsible Accounting Officer**
24 October 2023

# Cootamundra-Gundagai Regional Council

## Income Statement

for the year ended 30 June 2023

| Original unaudited budget 2023 | $ '000 | Notes | Actual 2023 | Actual 2022 |
|---|---|---|---|---|
| | **Income from continuing operations** | | | |
| 18,190 | Rates and annual charges | B2-1 | **18,443** | 16,687 |
| 7,895 | User charges and fees | B2-2 | **12,356** | 9,528 |
| 1,604 | Other revenues | B2-3 | **919** | 804 |
| 8,519 | Grants and contributions provided for operating purposes | B2-4 | **15,805** | 11,230 |
| 5,015 | Grants and contributions provided for capital purposes | B2-4 | **7,357** | 8,773 |
| 140 | Interest and investment income | B2-5 | **861** | 152 |
| – | Other income | B2-6 | **208** | 88 |
| 41,363 | **Total income from continuing operations** | | **55,949** | 47,262 |
| | **Expenses from continuing operations** | | | |
| 13,124 | Employee benefits and on-costs | B3-1 | **14,124** | 12,223 |
| 13,024 | Materials and services | B3-2 | **24,189** | 15,542 |
| 183 | Borrowing costs | B3-3 | **317** | 262 |
| 10,536 | Depreciation, amortisation and impairment of non-financial assets | B3-4 | **12,149** | 11,194 |
| 1,488 | Other expenses | B3-5 | **1,470** | 1,186 |
| – | Net loss from the disposal of assets | B4-1 | **122** | 3,059 |
| 38,355 | **Total expenses from continuing operations** | | **52,371** | 43,466 |
| 3,008 | **Operating result from continuing operations** | | **3,578** | 3,796 |
| 3,008 | Net operating result for the year attributable to Council | | **3,578** | 3,796 |
| (2,007) | **Net operating result for the year before grants and contributions provided for capital purposes** | | **(3,779)** | (4,977) |

The above Income Statement should be read in conjunction with the accompanying notes.

# Cootamundra-Gundagai Regional Council

## Statement of Comprehensive Income

for the year ended 30 June 2023

| $ '000 | Notes | 2023 | 2022 |
|---|---|---|---|
| **Net operating result for the year – from Income Statement** | | **3,578** | 3,796 |
| **Other comprehensive income:** | | | |
| Amounts which will not be reclassified subsequently to the operating result | | | |
| Gain (loss) on revaluation of infrastructure, property, plant and equipment | C1-7 | **31,859** | 73,448 |
| **Total items which will not be reclassified subsequently to the operating result** | | **31,859** | 73,448 |
| **Total other comprehensive income for the year** | | **31,859** | 73,448 |
| Total comprehensive income for the year attributable to Council | | **35,437** | 77,244 |

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

# Cootamundra-Gundagai Regional Council

## Statement of Financial Position

as at 30 June 2023

| $ '000 | Notes | 2023 | 2022 |
|---|---|---|---|
| **ASSETS** | | | |
| **Current assets** | | | |
| Cash and cash equivalents | C1-1 | **1,064** | 8,225 |
| Investments | C1-2 | **28,006** | 14,048 |
| Receivables | C1-4 | **6,521** | 5,488 |
| Inventories | C1-5 | **477** | 446 |
| Contract assets and contract cost assets | C1-6 | **2,709** | 5,559 |
| **Total current assets** | | **38,777** | 33,766 |
| **Non-current assets** | | | |
| Receivables | C1-4 | **25** | 58 |
| Inventories | C1-5 | **824** | 824 |
| Infrastructure, property, plant and equipment (IPPE) | C1-7 | **686,981** | 657,499 |
| Intangible assets | C1-8 | **48** | 87 |
| **Total non-current assets** | | **687,878** | 658,468 |
| **Total assets** | | **726,655** | 692,234 |
| **LIABILITIES** | | | |
| **Current liabilities** | | | |
| Payables | C3-1 | **1,814** | 3,830 |
| Contract liabilities | C3-2 | **6,666** | 4,969 |
| Borrowings | C3-3 | **1,167** | 1,315 |
| Employee benefit provisions | C3-4 | **3,457** | 3,486 |
| **Total current liabilities** | | **13,104** | 13,600 |
| **Non-current liabilities** | | | |
| Borrowings | C3-3 | **5,828** | 6,995 |
| Employee benefit provisions | C3-4 | **340** | 341 |
| Provisions | C3-5 | **4,907** | 4,259 |
| **Total non-current liabilities** | | **11,075** | 11,595 |
| **Total liabilities** | | **24,179** | 25,195 |
| Net assets | | **702,476** | 667,039 |
| **EQUITY** | | | |
| Accumulated surplus | | **415,967** | 412,389 |
| IPPE revaluation reserve | | **286,509** | 254,650 |
| **Council equity interest** | | **702,476** | 667,039 |
| Total equity | | **702,476** | 667,039 |

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

# Cootamundra-Gundagai Regional Council

## Statement of Changes in Equity

for the year ended 30 June 2023

| $ '000 | Notes | 2023 Accumulated surplus | 2023 IPPE revaluation reserve | 2023 Total equity | 2022 Accumulated surplus | 2022 IPPE revaluation reserve | 2022 Total equity |
|---|---|---|---|---|---|---|---|
| Opening balance at 1 July | | **412,389** | **254,650** | **667,039** | 408,593 | 181,202 | 589,795 |
| **Opening balance** | | **412,389** | **254,650** | **667,039** | 408,593 | 181,202 | 589,795 |
| Net operating result for the year | | **3,578** | **–** | **3,578** | 3,796 | – | 3,796 |
| **Net operating result for the period** | | **3,578** | **–** | **3,578** | 3,796 | – | 3,796 |
| **Other comprehensive income** | | | | | | | |
| Gain (loss) on revaluation of infrastructure, property, plant and equipment | C1-7 | **–** | **31,859** | **31,859** | – | 73,448 | 73,448 |
| **Other comprehensive income** | | **–** | **31,859** | **31,859** | – | 73,448 | 73,448 |
| **Total comprehensive income** | | **3,578** | **31,859** | **35,437** | 3,796 | 73,448 | 77,244 |
| **Closing balance at 30 June** | | **415,967** | **286,509** | **702,476** | 412,389 | 254,650 | 667,039 |

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

# Cootamundra-Gundagai Regional Council

## Statement of Cash Flows

for the year ended 30 June 2023

| Original unaudited budget 2023 | $ '000 | Notes | Actual 2023 | Actual 2022 |
|---|---|---|---|---|
| | **Cash flows from operating activities** | | | |
| | ***Receipts:*** | | | |
| 18,190 | Rates and annual charges | | **18,269** | 16,588 |
| 7,895 | User charges and fees | | **10,806** | 7,356 |
| 140 | Interest received | | **697** | 117 |
| 13,534 | Grants and contributions | | **27,564** | 25,666 |
| 1,604 | Other income | | **1,563** | 528 |
| | ***Payments:*** | | | |
| (13,124) | Payments to employees | | **(13,922)** | (13,175) |
| (13,024) | Payments for materials and services | | **(25,956)** | (14,642) |
| (183) | Borrowing costs | | **(184)** | (222) |
| (1,488) | Other expenses | | **(903)** | (2,146) |
| 13,544 | **Net cash flows from operating activities** | G1-1 | **17,934** | 20,070 |
| | **Cash flows from investing activities** | | | |
| | ***Receipts:*** | | | |
| – | Redemption of term deposits | | **47,048** | 14,034 |
| – | Sale of real estate assets | | **–** | 453 |
| – | Proceeds from sale of IPPE | | **109** | 1,728 |
| – | Deferred debtors receipts | | **33** | 73 |
| | ***Payments:*** | | | |
| 2,000 | Acquisition of term deposits | | **(61,006)** | (20,070) |
| (16,420) | Payments for IPPE | | **(9,963)** | (16,998) |
| – | Purchase of real estate assets | | **–** | (55) |
| – | Purchase of intangible assets | | **(1)** | 1 |
| (14,420) | **Net cash flows from/(used in) investing activities** | | **(23,780)** | (20,834) |
| | **Cash flows from financing activities** | | | |
| | ***Payments:*** | | | |
| (1,315) | Repayment of borrowings | | **(1,315)** | (1,275) |
| (1,315) | **Net cash flows from/(used in) financing activities** | | **(1,315)** | (1,275) |
| (2,191) | **Net change in cash and cash equivalents** | | **(7,161)** | (2,039) |
| – | Cash and cash equivalents at beginning of year | | **8,225** | 10,264 |
| (2,191) | Cash and cash equivalents at end of year | C1-1 | **1,064** | 8,225 |
| 16,420 | plus: Investments on hand at end of year | C1-2 | **28,006** | 14,048 |
| 14,229 | Total cash, cash equivalents and investments | | **29,070** | 22,273 |

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

# Cootamundra-Gundagai Regional Council

## Contents for the notes to the Financial Statements for the year ended 30 June 2023


**A About Council and these financial statements** 11
A1-1 Basis of preparation 11

**B Financial Performance** 13

**B1 Functions or activities** 13
B1-1 Functions or activities – income, expenses and assets 13
B1-2 Components of functions or activities 14

**B2 Sources of income** 15
B2-1 Rates and annual charges 15
B2-2 User charges and fees 16
B2-3 Other revenues 17
B2-4 Grants and contributions 18
B2-5 Interest and investment income 22
B2-6 Other income 22

**B3 Costs of providing services** 23
B3-1 Employee benefits and on-costs 23
B3-2 Materials and services 24
B3-3 Borrowing costs 24
B3-4 Depreciation, amortisation and impairment of non-financial assets 25
B3-5 Other expenses 26

**B4 Gains or losses** 27
B4-1 Gain or loss from the disposal, replacement and de-recognition of assets 27

**B5 Performance against budget** 28
B5-1 Material budget variations 28

**C Financial position** 30

**C1 Assets we manage** 30
C1-1 Cash and cash equivalents 30
C1-2 Financial investments 31
C1-3 Restricted and allocated cash, cash equivalents and investments 32
C1-4 Receivables 33
C1-5 Inventories 34
C1-6 Contract assets and Contract cost assets 34
C1-7 Infrastructure, property, plant and equipment 36
C1-8 Intangible assets 40

**C2 Leasing activities** 41
C2-1 Council as a lessor 41

**C3 Liabilities of Council** 42
C3-1 Payables 42
C3-2 Contract Liabilities 43
C3-3 Borrowings 44
C3-4 Employee benefit provisions 46
C3-5 Provisions 47

# Cootamundra-Gundagai Regional Council

## Contents for the notes to the Financial Statements for the year ended 30 June 2023


**C4 Reserves** 48
C4-1 Nature and purpose of reserves 48

**D Council structure** 49

**D1 Results by fund** 49
D1-1 Income Statement by fund 50
D1-2 Statement of Financial Position by fund 51

**E Risks and accounting uncertainties** 52
E1-1 Risks relating to financial instruments held 52
E2-1 Fair value measurement 55
E3-1 Contingencies 58

**F People and relationships** 60

**F1 Related party disclosures** 60
F1-1 Key management personnel (KMP) 60
F1-2 Councillor and Mayoral fees and associated expenses 61

**F2 Other relationships** 62
F2-1 Audit fees 62

**G Other matters** 63
G1-1 Statement of Cash Flows information 63
G2-1 Events occurring after the reporting date 64

**G3 Statement of developer contributions as at 30 June 2023** 65
G3-1 Summary of developer contributions 65

**G4 Statement of performance measures** 66
G4-1 Statement of performance measures – consolidated results 66
G4-2 Statement of performance measures by fund 67

**H Additional Council disclosures (unaudited)** 69
H1-1 Council information and contact details 69

# A About Council and these financial statements

## A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 24/10/2023. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the OLG directs Council to amend the financial statements.

The principal accounting policies adopted in the preparation of these consolidated financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993* (Act) and *Local Government (General) Regulation 2005* (Regulation), and the Local Government Code of Accounting Practice and Financial Reporting. Council is a not for-profit entity. The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

### *Historical cost convention*

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain infrastructure, property, plant and equipment and investment property.

### *Significant accounting estimates and judgements*

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances.

***Critical accounting estimates and assumptions***

Council makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results.

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

i. fair values of infrastructure, property, plant and equipment – refer Note C1-7
ii. asset remediation provisions – refer Note C3-5
iii. employee benefit provisions – refer Note C3-4.

***Significant judgements in applying the Council's accounting policies***

i. Impairment of receivables – refer Note C1-4.
ii. Determination of whether performance obligations are sufficiently specific and whether the contract is within the scope of AASB 15 *Revenue from Contracts with Customers* and / or AASB 1058 *Income of Not-for-Profit Entities* – refer to Notes B2-2 – B2-4.
iii. Determination of the lease term, discount rate (when not implicit in the lease) and whether an arrangement contains a lease – refer to Note C2-1.

### Monies and other assets received by Council

### The Consolidated Fund

In accordance with the provisions of Section 409(1) of the *Local Government Act 1993*, all money and property received by Council is held in the Council's Consolidated Fund unless it is required to be held in Council's Trust Fund.

The Consolidated Fund has been included in the financial statements of Council.

Cash and other assets of the following activities have been included as part of the Consolidated Fund:

- General purpose operations
- Water service
- Sewerage service

continued on next page

## A1-1 Basis of preparation (continued)

### The Trust Fund

In accordance with the provisions of Section 411 of the *Local Government Act 1993*, a separate and distinct Trust Fund is maintained to account for all money and property received by the council in trust which must be applied only for the purposes of, or in accordance with, the trusts relating to those monies. Trust monies and property subject to Council's control have been included in these reports.

A separate statement of monies held in the Trust Fund is available for inspection at the council office by any person free of charge.

### Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the taxation authority. In this case it is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the Statement of Financial Position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities that are recoverable from, or payable to, the taxation authority, are presented as operating cash flows.

### New accounting standards and interpretations issued but not yet effective

**New accounting standards and interpretations issued but not yet effective**

Certain new accounting standards and interpretations have been published that are not mandatory for the 30 June 2023 reporting periods.

Council has not to applied any opronouncements before its operative date in the annual reporting period beginning 1 July 2022.

As at the date of authorisation of these financial statements Council does not consider that any of these new (and still to be applied) standards and interpretations are likely to have a material impact on the Council's future financial statements, financial position, financial performance or cash flows.

### New accounting standards adopted during the year

During the year Council adopted all standards which were mandatorily effective from the first time at 30 June 2023.

None of standards had a significant impact on reported position or performance.

# B Financial Performance

## B1 Functions or activities

### B1-1 Functions or activities – income, expenses and assets

Income, expenses and assets have been directly attributed to the following functions or activities. Details of those functions or activities are provided in Note B1-2.

| | Income | | Expenses | | Operating result | | Grants and contributions | | Carrying amount of assets | |
|---|---|---|---|---|---|---|---|---|---|---|
| $ '000 | **2023** | 2022 | **2023** | 2022 | **2023** | 2022 | **2023** | 2022 | **2023** | 2022 |
| **Functions or activities** | | | | | | | | | | |
| Vibrant & supportive community | **4,772** | 4,746 | **7,828** | 7,038 | **(3,056)** | (2,292) | **5,068** | 4,100 | **2,108** | 2,050 |
| Prosperous & resilient economy | **2,670** | 1,674 | **8,466** | 4,244 | **(5,796)** | (2,570) | **604** | 489 | **14,804** | 14,395 |
| Sustainable natural & built environments | **27,371** | 23,329 | **29,944** | 26,710 | **(2,573)** | (3,381) | **9,896** | 8,006 | **642,694** | 624,928 |
| Good governance | **21,136** | 17,513 | **6,133** | 5,474 | **15,003** | 12,039 | **7,594** | 7,408 | **42,836** | 41,652 |
| Other | **–** | – | **–** | – | **–** | – | **–** | – | **24,213** | 9,209 |
| **Total functions and activities** | **55,949** | 47,262 | **52,371** | 43,466 | **3,578** | 3,796 | **23,162** | 20,003 | **726,655** | 692,234 |

## B1-2 Components of functions or activities

**Details relating to the Council's functions or activities as reported in B1-1 are as follows:**

### Vibrant & supportive community

1. Our community is inclusive and connected
2. Public spaces provide for a diversity of activty and strengthen our social connections
3. Our community members are healthy and safe

### Prosperous & resilient economy

1. The local economy is strong and diverse
2. Strategic land-use planning is co-ordinated and needs based
3. Tourism opportunities are actively promoted
4. Our local workforce is skilled and workplace ready

### Sustainable natural & built environments

1. The natural environment is valued and protected
2. Our built environments support and enhance liveability

### Good governance

1. Decision making is based on collaborative, transparent and accountable leadership
2. Active participation and engagement in local decision making
3. Cootamundra-Gundagai Regional Council is a premier local government council

# B2 Sources of income

## B2-1 Rates and annual charges

| $ '000 | 2023 | 2022 |
|---|---|---|
| **Ordinary rates** | | |
| Residential | **4,404** | 3,785 |
| Farmland | **5,166** | 4,455 |
| Business | **1,122** | 968 |
| Less: pensioner rebates | **(213)** | (202) |
| **Rates levied to ratepayers** | **10,479** | 9,006 |
| Pensioner rate subsidies received | **117** | 112 |
| **Total ordinary rates** | **10,596** | 9,118 |
| **Annual charges (pursuant to s496, 496A, 496B, 501 & 611)** | | |
| Domestic waste management services | **2,147** | 2,087 |
| Stormwater management services charge | **127** | 127 |
| Water supply services | **2,206** | 2,122 |
| Sewerage services | **2,742** | 2,629 |
| Waste management services (non-domestic) | **683** | 665 |
| Environmental | **78** | 76 |
| Less: pensioner rebates | **(300)** | (306) |
| **Annual charges levied** | **7,683** | 7,400 |
| Pensioner annual charges subsidies received: | | |
| – Water | **52** | 52 |
| – Sewerage | **50** | 50 |
| – Domestic waste management | **62** | 67 |
| **Total annual charges** | **7,847** | 7,569 |
| Total rates and annual charges | **18,443** | 16,687 |

Council has used 2019 year valuations provided by the NSW Valuer General in calculating its rates.

**Accounting policy**
Rates and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area that are not subsidised by the NSW Government.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are recognised within the underlying revenue item based on their substance.

## B2-2 User charges and fees

| $ '000 | 2023 | 2022 |
|---|---|---|
| **User charges** | | |
| Water supply services | **2,750** | 2,573 |
| Sewerage services | **459** | 487 |
| Waste management services (non-domestic) | **7** | 2 |
| Other | **17** | 17 |
| **Total user charges** | **3,233** | 3,079 |
| **Fees** | | |
| Private works – s67 | **209** | 181 |
| Planning and building - regulatory | **243** | 362 |
| Regulatory/ statutory fees | **13** | 16 |
| S10.7 certificates (EP&A Act) | **32** | 35 |
| S603 certificates | **21** | 31 |
| Transport for NSW works (state roads not controlled by Council) | **7,415** | 4,515 |
| Caravan park | **60** | 58 |
| Cemeteries | **370** | 307 |
| Aerodrome | **29** | 19 |
| Leaseback fees – Council vehicles | **72** | 50 |
| Library and art gallery | **13** | 22 |
| Saleyards | **107** | 132 |
| Swimming centres | **2** | 2 |
| Tourism | **3** | 7 |
| Waste disposal tipping fees | **398** | 574 |
| Water connection fees | **19** | 51 |
| Sewer connection fees | **17** | 36 |
| Sports stadium | **44** | 12 |
| Other | **56** | 39 |
| **Total fees** | **9,123** | 6,449 |
| Total user charges and fees | **12,356** | 9,528 |
| **Timing of revenue recognition for user charges and fees** | | |
| User charges and fees recognised over time | **3,233** | – |
| User charges and fees recognised at a point in time | **9,123** | 9,528 |
| Total user charges and fees | **12,356** | 9,528 |

### Accounting policy

Revenue arising from user charges and fees is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases such as caravan parks, the customer is required to pay on arrival or a deposit in advance. There is no material obligation for Council in relation to refunds or returns.

Where an upfront fee is charged such as joining fees for the leisure centre the fee is recognised on a straight-line basis over the expected life of the membership.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than over the term of the licence.

## B2-3 Other revenues

| $ '000 | 2023 | 2022 |
|---|---|---|
| Fines | **20** | 24 |
| Legal fees recovery | **22** | 24 |
| Commissions and agency fees | **30** | 28 |
| Diesel rebate | **79** | 101 |
| RFS reimbursement | **332** | 194 |
| Sales – miscellaneous | **93** | 73 |
| Sales of Landfill metal scrap | **24** | 81 |
| Workers comp incentive payments | **58** | 157 |
| Insurance rebates | **200** | 83 |
| Other | **61** | 39 |
| Total other revenue | **919** | 804 |
| **Timing of revenue recognition for other revenue** | | |
| Other revenue recognised over time | **–** | – |
| Other revenue recognised at a point in time | **919** | 804 |
| Total other revenue | **919** | 804 |

**Accounting policy for other revenue**

Where the revenue is earned for the provision of specified goods / services under an enforceable contract, revenue is recognised when or as the obligations are satisfied.

Statutory fees and fines are recognised as revenue when the service has been provided, the payment is received or when the penalty has been applied, whichever occurs first.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

## B2-4 Grants and contributions

| $ '000 | Operating 2023 | Operating 2022 | Capital 2023 | Capital 2022 |
|---|---|---|---|---|
| **General purpose grants and non-developer contributions (untied)** | | | | |
| **Financial Assistance Grant** [1] | | | | |
| Relating to current year | **1,679** | 2,920 | **–** | – |
| Prepayment received in advance for subsequent year | **6,596** | 4,488 | **–** | – |
| **Amount recognised as income during current year** | **8,275** | 7,408 | **–** | – |
| **Special purpose grants and non-developer contributions (tied)** | | | | |
| **Cash contributions** | | | | |
| Sewerage services | **–** | – | **–** | 875 |
| Community care | **–** | 8 | **891** | 491 |
| Environmental programs | **42** | 130 | **–** | 573 |
| Recreation and culture | **655** | 111 | **1,723** | – |
| Storm/flood damage | **1,403** | 552 | **–** | – |
| Other roads and bridges | **352** | 384 | **2,013** | 4,763 |
| Roads to recovery | **718** | 1,011 | **1,240** | – |
| Stronger Country Communities Council projects | **–** | – | **5** | – |
| Transport for NSW contributions (regional roads, block grant) | **4,297** | 918 | **614** | 223 |
| Transport (other roads and bridges funding) | **–** | – | **205** | – |
| NSW Rural fire services | **63** | 273 | **–** | – |
| Other grants | **–** | 239 | **1** | 72 |
| OLG grants | **–** | 196 | **342** | 1,244 |
| **Total special purpose grants and non-developer contributions (tied)** | **7,530** | 3,822 | **7,034** | 8,241 |
| Total grants and non-developer contributions | **15,805** | 11,230 | **7,034** | 8,241 |
| **Comprising:** | | | | |
| – Commonwealth funding | **8,992** | 8,507 | **1,240** | 1,669 |
| – State funding | **6,810** | 2,100 | **5,583** | 6,545 |
| – Other funding | **3** | 623 | **211** | 27 |
| | **15,805** | 11,230 | **7,034** | 8,241 |

(1) $6.596m of the 2023-2024 Financial Assistance Grant from Commonwealth Government was received by Council in June 2023 and hence is reported as 2022-2023 income although it relates to 2023-2024 financial year.

continued on next page

## B2-4 Grants and contributions (continued)

### Developer contributions

| $ '000 | Notes | Operating 2023 | Operating 2022 | Capital 2023 | Capital 2022 |
|---|---|---|---|---|---|
| **Developer contributions: (s7.4 & s7.11 - EP&A Act, s64 of the LGA):** | G3 | | | | |
| Cash Contributions | | **–** | – | **317** | 532 |
| S 64 – sewerage service contributions | | **–** | – | **6** | – |
| **Total developer contributions** | | **–** | – | **323** | 532 |
| Total grants and contributions | | **15,805** | 11,230 | **7,357** | 8,773 |
| **Timing of revenue recognition for grants and contributions** | | | | | |
| Grants and contributions recognised over time | | **6,929** | – | **2,478** | – |
| Grants and contributions recognised at a point in time | | **8,876** | 11,230 | **4,879** | 8,773 |
| Total grants and contributions | | **15,805** | 11,230 | **7,357** | 8,773 |

continued on next page

## B2-4 Grants and contributions (continued)

### Unspent grants and contributions

Certain grants and contributions are obtained by Council on the condition they be spent in a specified manner or in a future period but which are not yet spent in accordance with those conditions are as follows:

| $ '000 | Operating 2023 | Operating 2022 | Capital 2023 | Capital 2022 |
|---|---|---|---|---|
| Unspent funds at 1 July | **844** | 1,250 | **6,435** | 3,366 |
| **Add:** Funds received and not recognised as revenue in the current year | **2,837** | 204 | **1,516** | 6,108 |
| **Less:** Funds received in prior year but revenue recognised and funds spent in current year | **(378)** | (610) | **(4,588)** | (3,039) |
| **Unspent funds at 30 June** [1] | **3,303** | 844 | **3,363** | 6,435 |

(1) Unexpended grants relate mainly to Stronger Communities Fund, Fixing Local Roads Grants, Local Roads and Community Infrastructure Grants and NSW Department of Planning Grants income. These amounts are expected to be spent during the next financial year.

continued on next page

## B2-4 Grants and contributions (continued)

### Accounting policy

**Grants and contributions – enforceable agreement with sufficiently specific performance obligations**

Grant and contribution revenue from an agreement which is enforceable and contains sufficiently specific performance obligations is recognised as or when control of each performance obligations is transferred.

The performance obligations vary according to the agreement but include passing milestones or meeting outputs. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Performance obligations may be satisfied either at a point in time or over time and this is reflected in the revenue recognition pattern. Point in time recognition occurs when the beneficiary obtains control of the goods / services at a single time (e.g. completion of the project when a report / outcome is provided), whereas over time recognition is where the control of the services is ongoing throughout the project (e.g. provision of community health services through the year).

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

**Capital grants**

Capital grants received by Council under an enforceable contract for the acquisition or construction of infrastructure, property, plant and equipment to identified specifications which will be under Council's control on completion are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project.

For acquisitions of assets, the revenue is recognised when the asset is acquired and controlled by the Council.

**Developer contributions**

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but Council may apply contributions according to the priorities established in work schedules for the contribution plan.

**Other grants and contributions**

Assets, including cash, received from other grants and contributions are recognised at fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

## B2-5 Interest and investment income

| $ '000 | 2023 | 2022 |
|---|---|---|
| **Interest on financial assets measured at amortised cost** | | |
| – Overdue rates and annual charges | **86** | 72 |
| – Cash and investments | **775** | 80 |
| Total interest and investment income (losses) | **861** | 152 |

**Accounting policy**
Interest income is recognised using the effective interest rate at the date that interest is earned.

## B2-6 Other income

| $ '000 | Notes | 2023 | 2022 |
|---|---|---|---|
| **Rental income** | | | |
| Commercial rental | | **158** | 57 |
| Residential rental | | **24** | 10 |
| Agistment | | **26** | 21 |
| Total rental income | C2-1 | **208** | 88 |
| Total other income | | **208** | 88 |

# B3 Costs of providing services

## B3-1 Employee benefits and on-costs

| $ '000 | 2023 | 2022 |
|---|---|---|
| Salaries and wages | **11,801** | 11,387 |
| Employee leave entitlements | **1,075** | 98 |
| Superannuation | **1,192** | 1,108 |
| Workers' compensation insurance | **582** | 707 |
| FBT | **100** | 82 |
| Training costs | **126** | 106 |
| Other | **86** | 23 |
| Less: capitalised costs | **(838)** | (1,288) |
| Total employee costs expensed | **14,124** | 12,223 |

**Accounting policy**

Employee benefit expenses are recorded when the service has been provided by the employee.

All employees of Council are entitled to benefits on retirement, disability or death. Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

Council participates in a defined benefit plan under the Local Government Superannuation Scheme, however, sufficient information to account for the plan as a defined benefit is not available and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note E3-1 for more information.

## B3-2 Materials and services

| $ '000 | Notes | 2023 | 2022 |
|---|---|---|---|
| Raw materials and consumables | | **16,140** | 10,996 |
| Contractor costs | | **13,645** | 17,819 |
| Audit Fees | F2-1 | **147** | 95 |
| Councillor and Mayoral fees and associated expenses | F1-2 | **192** | 185 |
| Advertising | | **32** | 51 |
| Bank charges | | **52** | 49 |
| Computer software charges | | **342** | 317 |
| Election expenses | | **–** | 125 |
| Electricity and heating | | **385** | 435 |
| Insurance | | **1,027** | 857 |
| Postage | | **70** | 69 |
| Printing and stationery | | **99** | 138 |
| Street lighting | | **153** | 195 |
| Subscriptions and publications | | **156** | 118 |
| Telephone and communications | | **85** | 102 |
| Tourism expenses | | **77** | 68 |
| Valuation fees | | **55** | 52 |
| Legal expenses | | **91** | 112 |
| Other | | **1** | 45 |
| Less: capitalised costs | | **(8,560)** | (16,286) |
| Total materials and services | | **24,189** | 15,542 |

**Accounting policy**
Expenses are recorded on an accruals basis as Council receives the goods or services.

## B3-3 Borrowing costs

| $ '000 | Notes | 2023 | 2022 |
|---|---|---|---|
| Interest on loans | | **173** | 215 |
| Discount adjustments relating to movements in Remediation liabilities | C3-5 | **144** | 47 |
| Total borrowing costs expensed | | **317** | 262 |

**Accounting policy**
Borrowing costs incurred for the construction of any qualifying asset are capitalised during the period of time that is required to complete and prepare the asset for its intended use or sale. Other borrowing costs are expensed as incurred.

## B3-4 Depreciation, amortisation and impairment of non-financial assets

| $ '000 | Notes | 2023 | 2022 |
|---|---|---|---|
| **Depreciation and amortisation** | | | |
| Infrastructure, property, plant and equipment | C1-7 | **12,109** | 11,152 |
| Intangible assets | C1-8 | **40** | 42 |
| Total depreciation and amortisation costs | | **12,149** | 11,194 |
| Total depreciation, amortisation and impairment for non-financial assets | | **12,149** | 11,194 |

### Accounting policy

**Depreciation and amortisation**
Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives.

**Impairment of non-financial assets**
Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are not tested for impairment since these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment.

Intangible assets not yet available for use, are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired.

Other non-financial assets that do not meet the criteria above are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units).

Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

## B3-5 Other expenses

| $ '000 | 2023 | 2022 |
|---|---|---|
| Donations, contributions and assistance to other organisations (Section 356) | **238** | 46 |
| Contributions/levies to other levels of government | **40** | 38 |
| – Emergency services levy (includes FRNSW, SES, and RFS levies) | **697** | 525 |
| – Waste levy | **290** | 295 |
| – REROC Contributions | **49** | 51 |
| Other contributions/levies | **40** | 29 |
| Contribution regional library service | **116** | 202 |
| Total other expenses | **1,470** | 1,186 |

### Accounting policy

Other expenses are recorded on an accruals basis when Council has an obligation for the expenses.

Impairment expenses are recognised when identified.

# B4 Gains or losses

## B4-1 Gain or loss from the disposal, replacement and de-recognition of assets

| $ '000 | Notes | 2023 | 2022 |
|---|---|---|---|
| **Gain (or loss) on disposal of property (excl. investment property)** | | | |
| Less: carrying amount of property assets sold/written off | | **(169)** | (42) |
| **Gain (or loss) on disposal** | | **(169)** | (42) |
| **Gain (or loss) on disposal of plant and equipment** | C1-7 | | |
| Proceeds from disposal | | **109** | 1,728 |
| Less: carrying amount of assets sold | | **–** | (277) |
| **Gain (or loss) on disposal** | | **109** | 1,451 |
| **Gain (or loss) on disposal of infrastructure** | C1-7 | | |
| Less: carrying amount of infrastructure assets sold/written off | | **(62)** | (4,609) |
| **Gain (or loss) on disposal** | | **(62)** | (4,609) |
| **Gain (or loss) on disposal of real estate assets held for sale** | | | |
| Proceeds from disposal – real estate assets | | **–** | 453 |
| Less: carrying amount of real estate assets sold/written off | | **–** | (312) |
| **Gain (or loss) on disposal** | | **–** | 141 |
| **Gain (or loss) on disposal of term deposits** | C1-2 | | |
| Proceeds from disposal/redemptions/maturities – term deposits | | **47,048** | 14,034 |
| Less: carrying amount of term deposits sold/redeemed/matured | | **(47,048)** | (14,034) |
| **Gain (or loss) on disposal** | | **–** | – |
| Net gain (or loss) from disposal of assets | | **(122)** | (3,059) |

**Accounting policy**
Gains and losses on disposals are determined by comparing proceeds with carrying amount. The gain or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer and the asset is de-recognised.

# B5 Performance against budget

## B5-1 Material budget variations

Council's original budget was adopted by the Council on 28 June 2022 and is not required to be audited. The original projections on which the budget was based have been affected by a number of factors. These include state and federal government decisions, including new grant programs, changing economic activity, environmental factors, and by decisions made by Council.

While these General Purpose Financial Statements include the original budget adopted by Council, the Act requires Council to review its financial budget on a quarterly basis, so it is able to manage the variation between actuals and budget that invariably occur during the year.

**Material variations of more than 10%** between original budget and actual results or where the variance is considered material by nature are explained below.

**Variation Key:** **F** = Favourable budget variation, **U** = Unfavourable budget variation.

| $ '000 | 2023 Budget | 2023 Actual | 2023 Variance | | |
|---|---|---|---|---|---|
| **Revenues** | | | | | |
| **Rates and annual charges** | 18,190 | 18,443 | 253 | 1% | F |
| **User charges and fees** | 7,895 | 12,356 | 4,461 | 57% | F |
| Additional RMCC Ordered and Routine work completed due to heavy rain and flooding damage to State Roads | | | | | |
| **Other revenues** | 1,604 | 919 | (685) | (43)% | U |
| User Charges and Rental Income Allocated to this line incorrectly in Original Budget, Actual Result increased in comparison to last year due to extra emergency services funding. | | | | | |
| **Operating grants and contributions** | 8,519 | 15,805 | 7,286 | 86% | F |
| Grants were received during the year that were not budgeted for. | | | | | |
| **Capital grants and contributions** | 5,015 | 7,357 | 2,342 | 47% | F |
| Council completed more capital grant projects that originally budgeted for | | | | | |
| **Interest and investment revenue** | 140 | 861 | 721 | 515% | F |
| Interest rate increases led to a greater return on investment for the councils cash portfolio | | | | | |
| **Other income** | – | 208 | 208 | ∞ | F |
| In the Original Budget, Rental income budgeted against Other Revenues instead of Other Income | | | | | |
| **Expenses** | | | | | |
| **Employee benefits and on-costs** | 13,124 | 14,124 | (1,000) | (8)% | U |
| **Materials and services** | 13,024 | 24,189 | (11,165) | (86)% | U |
| Material and services cost rose to expend operational grant funding received in 2023 | | | | | |
| **Borrowing costs** | 183 | 317 | (134) | (73)% | U |
| Borrowing costs related to asset remediation were underbudgeted in the initial adoption of the budget | | | | | |
| **Depreciation, amortisation and impairment of non-financial assets** | 10,536 | 12,149 | (1,613) | (15)% | U |
| Depreciation costs were underbudgeted in the initial adoption of the budget due to indexation and asset remediation processing after the budget was adopted | | | | | |
| **Other expenses** | 1,488 | 1,470 | 18 | 1% | F |
| **Net losses from disposal of assets** | – | 122 | (122) | ∞ | U |

continued on next page

## B5-1 Material budget variations (continued)

| $ '000 | 2023 Budget | 2023 Actual | 2023 Variance | | |
|---|---|---|---|---|---|
| **Statement of cash flows** | | | | | |
| **Cash flows from operating activities** | **13,544** | **17,934** | **4,390** | **32%** | **F** |
| Unforeseen events such as natural disaster and other grant opportunities led to Council receiving more grant funding than expected during the financial year. | | | | | |
| **Cash flows from investing activities** | **(14,420)** | **(23,780)** | **(9,360)** | **65%** | **U** |
| Unbudgeted grant funds and the advanced payment of the financial assistance grant led to Council receiving more money that expected during the financial year. This money has been invested. | | | | | |
| **Cash flows from financing activities** | **(1,315)** | **(1,315)** | **–** | **0%** | **F** |

# C Financial position

## C1 Assets we manage

### C1-1 Cash and cash equivalents

| $ '000 | 2023 | 2022 |
|---|---|---|
| **Cash assets** | | |
| Cash at bank and on hand | **667** | 4,817 |
| Deposits at call | **397** | 3,408 |
| **Total cash and cash equivalents** | **1,064** | 8,225 |
| **Reconciliation of cash and cash equivalents** | | |
| Total cash and cash equivalents per Statement of Financial Position | **1,064** | 8,225 |
| **Balance as per the Statement of Cash Flows** | **1,064** | 8,225 |

**Accounting policy**
For Statement of Cash Flow presentation purposes, cash and cash equivalents include: cash on hand; deposits held at call with financial institutions; other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value; and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the Statement of Financial Position.

## C1-2 Financial investments

| $ '000 | 2023 Current | 2023 Non-current | 2022 Current | 2022 Non-current |
|---|---|---|---|---|
| **Debt securities at amortised cost** | | | | |
| Term deposits | **28,006** | **–** | 14,048 | – |
| **Total** | **28,006** | **–** | 14,048 | – |
| Total financial investments | **28,006** | **–** | 14,048 | – |
| Total cash assets, cash equivalents and investments | **29,070** | **–** | 22,273 | – |

### Accounting policy

Financial instruments are recognised initially on the date that the Council becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

**Financial assets**
All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

**Classification**
On initial recognition, Council classifies its financial assets at amortised cost.

Financial assets are not reclassified subsequent to their initial recognition.

**Amortised cost**
Assets measured at amortised cost are financial assets where:
- the business model is to hold assets to collect contractual cash flows, and
- the contractual terms give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Council's financial assets measured at amortised cost comprise trade and other receivables and cash and cash equivalents and investments in the Statement of Financial Position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in the Income Statement.

## C1-3 Restricted and allocated cash, cash equivalents and investments

| $ '000 | 2023 | 2022 |
|---|---|---|
| **(a) Externally restricted cash, cash equivalents and investments** | | |
| **Total cash, cash equivalents and investments** | **29,070** | 22,273 |
| Less: Externally restricted cash, cash equivalents and investments | **(21,638)** | (21,679) |
| **Cash, cash equivalents and investments not subject to external restrictions** | **7,432** | 594 |
| **External restrictions** | | |
| Specific purpose unexpended grants – general fund | **6,666** | 7,279 |
| Developer contributions – general | **1,038** | 765 |
| Water fund | **7,462** | 7,100 |
| Sewer fund | **5,403** | 5,318 |
| Stormwater management | **262** | 179 |
| Domestic waste management | **807** | 1,038 |
| **Total external restrictions** | **21,638** | 21,679 |

Cash, cash equivalents and investments subject to external restrictions are those which are only available for specific use by Council due to a restriction placed by legislation or third-party contractual agreement.

| $ '000 | 2023 | 2022 |
|---|---|---|
| **(b) Internal allocations** | | |
| **Internal allocations** | | |
| At 30 June, Council has internally allocated funds to the following: | | |
| Plant and vehicle replacement | **3,027** | 2,244 |
| Employees leave entitlement | **1,775** | 1,858 |
| Aerodrome bitumen resurfacing | **166** | 166 |
| Bradman's birthplace | **94** | 95 |
| Cootamundra caravan park | **172** | 150 |
| Development | **1,183** | 2,360 |
| Heritage centre | **27** | 24 |
| Quarries and pit restoration | **570** | 557 |
| Southern Phone Proceeds | **586** | 603 |
| Cemetery | **103** | 45 |
| Waste Management | **500** | 2,746 |
| Saleyards | **–** | 18 |
| **Total internal allocations** | **8,203** | 10,866 |

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

| $ '000 | 2023 | 2022 |
|---|---|---|
| **(c) Unrestricted and unallocated** [1] | | |
| **Unrestricted and unallocated cash, cash equivalents and investments** | **(771)** | (10,272) |

(1) Council has improved unrestricted cash position since 30 June 2022 by acquitting grants and reallocating funds from internal reserves. Council continuing to implement processes that will ensure unrestricted cash is positive in the future.

## C1-4 Receivables

| $ '000 | 2023 Current | 2023 Non-current | 2022 Current | 2022 Non-current |
|---|---|---|---|---|
| Rates and annual charges | **495** | **–** | 885 | – |
| Interest and extra charges | **157** | **–** | 136 | – |
| User charges and fees | **5,074** | **–** | 3,605 | – |
| Private works | **108** | **–** | 27 | – |
| Interest on investments | **189** | **–** | 46 | – |
| Other income accruals | **–** | **–** | 34 | – |
| Deferred debtors | **21** | **25** | 21 | 58 |
| Government grants and subsidies | **145** | **–** | – | – |
| Net GST receivable | **337** | **–** | 723 | – |
| Other debtors | **3** | **–** | 19 | – |
| **Total** | **6,529** | **25** | 5,496 | 58 |
| **Less: provision for impairment** | | | | |
| User charges and fees | **(8)** | **–** | (8) | – |
| **Total provision for impairment – receivables** | **(8)** | **–** | (8) | – |
| Total net receivables | **6,521** | **25** | 5,488 | 58 |

### Accounting policy

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

**Impairment**
Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When estimating ECL, Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

When considering the ECL for rates and annual charges debtors, Council takes into account that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold.

Credit losses are measured at the present value of the difference between the cash flows due to the entity in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

Council writes off a receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation or has entered into bankruptcy proceedings.

Where Council renegotiates the terms of receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate and any resulting difference to the carrying value is recognised in profit or loss.

## C1-5 Inventories

| $ '000 | 2023 Current | 2023 Non-current | 2022 Current | 2022 Non-current |
|---|---|---|---|---|
| **At cost:** | | | | |
| Real estate | **–** | **824** | – | 824 |
| Stores, materials and trading stock | **477** | **–** | 446 | – |
| Total inventories | **477** | **824** | 446 | 824 |

| $ '000 | Notes | 2023 Current | 2023 Non-current | 2022 Current | 2022 Non-current |
|---|---|---|---|---|---|
| Residential | | **–** | **824** | – | 824 |
| **Total real estate for resale** | | **–** | **824** | – | 824 |
| **Movements:** | | | | | |
| Real estate assets at beginning of the year | | **–** | **824** | – | 1,081 |
| – Transfer out | | **–** | **–** | 312 | (257) |
| – WDV of sales (expense) | B4-1 | **–** | **–** | (312) | – |
| **Total real estate held for sale** | | **–** | **824** | – | 824 |

### Accounting policy

**Raw materials and stores, work in progress and finished goods**
Raw materials and stores, work in progress and finished goods are stated at the lower of cost and net realisable value. Costs are assigned to individual items of inventory on the basis of weighted average costs. Costs of purchased inventory are determined after deducting rebates and discounts. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Land held for resale**
Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development. When development is completed, borrowing costs and other holding charges are expensed as incurred.

Borrowing costs included in the cost of land held for resale are those costs that would have been avoided if the expenditure on the acquisition and development of the land had not been made. Borrowing costs incurred while active development is interrupted for extended periods are recognised as expenses.

## C1-6 Contract assets and Contract cost assets

### Contract assets

| $ '000 | 2023 Current | 2023 Non-current | 2022 Current | 2022 Non-current |
|---|---|---|---|---|
| Work relating to grants | **2,709** | **–** | 5,559 | – |
| Total contract assets | **2,709** | **–** | 5,559 | – |

### Accounting policy

**Contract assets**
Contract assets represent Councils right to payment in exchange for goods or services the Council has transferred to a customer when that right is conditional on something other than the passage of time.

Contract assets arise when the amounts billed to customers are based on the achievement of various milestones established in the contract and therefore the amounts recognised as revenue in a given period do not necessarily coincide with the amounts billed to or certified by the customer. Once an invoice or payment claim is raised or the relevant milestone is reached, Council recognises a receivable.

continued on next page

## C1-6 Contract assets and Contract cost assets (continued)

Impairment of contract assets is assessed using the simplified expected credit loss model where lifetime credit losses are recognised on initial recognition.

**Contract cost asset – costs to fulfil a contract**

Where costs are incurred to fulfil a contract and these costs are outside the scope of another accounting standard, they are capitalised as contract cost assets if the following criteria are met:

– the costs relate directly to a contract
– the costs generate or enhance resources of Council that will be used to satisfy performance obligations in the future and
– the costs are expected to be recovered.

The capitalised costs are recognised in the Income statement on a systematic basis consistent with the timing of revenue recognition.

Refer to B3-4 for the accounting policy for impairment of contract cost assets.

## C1-7 Infrastructure, property, plant and equipment

| By aggregated asset class | At 1 July 2022 | | | Asset movements during the reporting period | | | | | | At 30 June 2023 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| $ '000 | Gross carrying amount | Accumulated depreciation and impairment | Net carrying amount | Additions renewals [1] | Additions new assets | Carrying value of disposals | Depreciation expense | WIP transfers | Revaluation increments to equity (ARR) | Gross carrying amount | Accumulated depreciation and impairment | Net carrying amount |
| Capital WIP | 5,448 | – | 5,448 | **6,521** | **451** | **–** | **–** | **(1,035)** | **–** | **11,385** | **–** | **11,385** |
| Plant, equipment, furniture and fittings | 21,023 | (11,142) | 9,881 | **5** | **698** | **(1)** | **(1,609)** | **–** | **–** | **21,481** | **(12,508)** | **8,973** |
| Land | 14,736 | – | 14,736 | **–** | **–** | **(168)** | **–** | **–** | **4,932** | **19,788** | **–** | **19,788** |
| Land improvements | 693 | (263) | 430 | **–** | **–** | **–** | **(11)** | **–** | **–** | **10** | **(1)** | **9** |
| **Infrastructure:** | | | | | | | | | | | | |
| Buildings and other structures | 63,847 | (34,592) | 29,255 | **108** | **66** | **(1)** | **(1,970)** | **83** | **5,171** | **69,392** | **(36,557)** | **32,835** |
| - Roads, bridges and footpaths | 429,873 | (162,652) | 267,221 | **1,401** | **90** | **(61)** | **(5,652)** | **501** | **15,513** | **447,317** | **(168,304)** | **279,013** |
| - Other road assets (incl bulk earthworks) | 227,503 | – | 227,503 | **–** | **–** | **–** | **(64)** | **–** | **–** | **227,503** | **(64)** | **227,439** |
| – Stormwater drainage | 27,730 | (9,996) | 17,734 | **–** | **–** | **–** | **(340)** | **–** | **1,028** | **28,758** | **(10,336)** | **18,422** |
| – Water supply network | 40,418 | (20,526) | 19,892 | **–** | **–** | **–** | **(568)** | **–** | **1,537** | **41,955** | **(21,094)** | **20,861** |
| – Sewerage network | 73,483 | (25,376) | 48,107 | **–** | **–** | **–** | **(1,050)** | **–** | **3,678** | **77,161** | **(26,426)** | **50,735** |
| – Open space/recreational assets | 26,572 | (12,368) | 14,204 | **77** | **41** | **–** | **(266)** | **451** | **–** | **27,141** | **(12,634)** | **14,507** |
| **Other assets:** | | | | | | | | | | | | |
| - Other Assets | 40 | (23) | 17 | **–** | **–** | **–** | **(12)** | **–** | **–** | **40** | **(35)** | **5** |
| – Tip assets | 4,233 | (1,162) | 3,071 | **505** | **–** | **–** | **(567)** | **–** | **–** | **4,738** | **(1,729)** | **3,009** |
| **Total infrastructure, property, plant and equipment** | 935,599 | (278,100) | 657,499 | **8,617** | **1,346** | **(231)** | **(12,109)** | **–** | **31,859** | **976,669** | **(289,688)** | **686,981** |

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

## C1-7 Infrastructure, property, plant and equipment

| By aggregated asset class | At 1 July 2021 | | | Asset movements during the reporting period | | | | | | | | At 30 June 2022 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| $ '000 | Gross carrying amount | Accumulated depreciation and impairment | Net carrying amount | Additions renewals [1] | Additions new assets | Carrying value of disposals | Depreciation expense | WIP transfers | Adjustments and transfers | Revaluation decrements to equity (ARR) | Revaluation increments to equity (ARR) | Gross carrying amount | Accumulated depreciation and impairment | Net carrying amount |
| Capital WIP | 19,861 | – | 19,861 | – | – | – | – | (14,413) | – | – | – | 5,448 | – | 5,448 |
| Plant, equipment, furniture and fittings | 20,740 | (11,440) | 9,300 | – | 2,359 | (280) | (1,495) | (3) | – | – | – | 21,023 | (11,142) | 9,881 |
| Land | 11,709 | – | 11,709 | – | – | – | – | – | – | – | 3,027 | 14,736 | – | 14,736 |
| Land improvements | 693 | (252) | 441 | – | (6) | – | (11) | 6 | – | – | – | 693 | (263) | 430 |
| **Infrastructure:** | | | | | | | | | | | | | | |
| – Buildings | 56,276 | (29,114) | 27,162 | 247 | – | (3) | (1,413) | 241 | – | – | 3,021 | 63,847 | (34,592) | 29,255 |
| - Roads, bridges and footpaths | 383,081 | (143,823) | 239,258 | 8,692 | – | (1,189) | (5,646) | 616 | – | – | 25,490 | 429,873 | (162,652) | 267,221 |
| – Other road assets incl bulk earthworks | 202,991 | – | 202,991 | 83 | – | – | – | – | – | – | 24,429 | 227,503 | – | 227,503 |
| – Stormwater drainage | 18,625 | (6,682) | 11,943 | – | 618 | – | (188) | (7) | – | – | 5,368 | 27,730 | (9,996) | 17,734 |
| – Water supply network | 36,767 | (16,010) | 20,757 | 490 | – | (234) | (472) | 193 | – | (842) | – | 40,418 | (20,526) | 19,892 |
| – Sewerage network | 52,056 | (28,239) | 23,817 | 4,296 | – | (3,182) | (414) | 13,530 | – | – | 10,060 | 73,483 | (25,376) | 48,107 |
| – Open space/recreational assets | 20,687 | (9,848) | 10,839 | 1,179 | – | (40) | (506) | (163) | – | – | 2,895 | 26,572 | (12,368) | 14,204 |
| Other assets | 40 | (14) | 26 | – | – | – | (9) | – | – | – | – | 40 | (23) | 17 |
| – Tip assets | 5,193 | (164) | 5,029 | – | – | – | (998) | – | (960) | – | – | 4,233 | (1,162) | 3,071 |
| **Total infrastructure, property, plant and equipment** | 828,719 | (245,586) | 583,133 | 14,987 | 2,971 | (4,928) | (11,152) | – | (960) | (842) | 74,290 | 935,599 | (278,100) | 657,499 |

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

continued on next page

## C1-7 Infrastructure, property, plant and equipment (continued)

### Accounting policy

**Initial recognition of infrastructure, property, plant and equipment (IPPE)**

IPPE is measured initially at cost. Cost includes the fair value of the consideration given to acquire the asset (net of discounts and rebates) and any directly attributable cost of bringing the asset to working condition for its intended use (inclusive of import duties and taxes).

When infrastructure, property, plant and equipment is acquired by Council at significantly below fair value, the assets are initially recognised at their fair value at acquisition date.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

**Useful lives of IPPE**

Land is not depreciated. The property, plant and equipment acquired under finance leases is depreciated over the asset's useful life or over the shorter of the asset's useful life and the lease term if there is no reasonable certainty that the Council will obtain ownership at the end of the lease term. Depreciation on other assets is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

| **Plant and equipment** | Years | **Other equipment** | Years |
|---|---|---|---|
| Office equipment | 5 to 20 | Playground equipment | 5 to 15 |
| Office furniture | 5 to 30 | Benches, seats etc. | 10 to 20 |
| Computer equipment | 4 to 10 | | |
| Vehicles | 5 to 20 | **Buildings** | |
| Heavy plant/road making equipment | 5 to 20 | Buildings: masonry | 50 to 100 |
| Other plant and equipment | 5 to 20 | Buildings: other | 20 to 40 |
| **Water and sewer assets** | | **Stormwater assets** | |
| Reservoirs | 80 to 100 | Drains | 70 to 200 |
| Treatment Works | 30 to 150 | Culverts | 100 |
| Reticulation pipes: PVC | 70 to 80 | Flood control structures | 100 to 200 |
| Reticulation pipes: other | 25 to 75 | | |
| Pumps and telemetry | 15 to 20 | | |
| **Transportation assets** | | **Other infrastructure assets** | |
| Sealed roads: surface | 15 to 40 | Bulk earthworks | infinite |
| Sealed roads: structure | 75 to 240 | Swimming pools | 60 to 100 |
| Unsealed roads | 20 | Other open space/recreational assets | 5 to 60 |
| Bridge: concrete | 80 to 130 | Other land improvement assets | 20 to 100 |
| Bridge: other | 70 to 100 | | |
| Road pavements | 100 | | |
| Kerb, gutter and footpaths | 30 to 60 | | |

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

**Revaluation model**

Infrastructure, property, plant and equipment are held at fair value. Independent comprehensive valuations are performed at least every five years, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Water and sewerage network assets are indexed at each reporting period in accordance with the Rates Reference Manual issued by Department of Industry (DoI) – Water.

Increases in the carrying amounts arising on revaluation are credited to the revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

continued on next page

## C1-7 Infrastructure, property, plant and equipment (continued)

**Land under roads**
Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008 in accordance with AASB 1051 *Land Under Roads*.

Land under roads acquired after 1 July 2008 is recognised in accordance with AASB 116 *Property, Plant and Equipment*.

**Crown reserves**
Crown reserves under Council's care and control are recognised as assets of Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated. Where the Crown reserves are under a lease arrangement they are accounted for under AASB 16 Leases, refer to Note C2-1.

Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

**Rural Fire Service assets**
Under Section 119 of the *Rural Fire Services Act 1997 (NSW)*, "all firefighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the Council of the area for or on behalf of which the firefighting equipment has been purchased or constructed".

Until such time as discussions on this matter have concluded and the legislation changed, Council will not recognise rural fire service assets including buildings, plant and vehicles.

## C1-8 Intangible assets

| $ '000 | 2023 | 2022 |
|---|---|---|
| **Software** | | |
| **Opening values at 1 July** | | |
| Gross book value | **420** | 420 |
| Accumulated amortisation | **(333)** | (290) |
| **Net book value – opening balance** | **87** | 130 |
| **Movements for the year** | | |
| Other movements | **1** | (1) |
| Amortisation charges | **(40)** | (42) |
| **Closing values at 30 June** | | |
| Gross book value | **420** | 420 |
| Accumulated amortisation | **(372)** | (333) |
| **Total software – net book value** | **48** | 87 |
| **Total intangible assets – net book value** | **48** | 87 |

### Accounting policy

Software development costs include only those costs directly attributable to the development phase (including external direct costs of materials and services, direct payroll, and payroll-related costs of employees' time spent on the project) and are only recognised following completion of technical feasibility, and where the Council has an intention and ability to use the asset. Amortisation is calculated on a straight-line basis over periods generally ranging from three to five years.

# C2 Leasing activities

## C2-1 Council as a lessor

### Operating leases

| $ '000 | 2023 | 2022 |
|---|---|---|
| **(i) Assets held as property, plant and equipment** | | |
| Council provides operating leases on Council land and buildings for the purposes of agistment, staff housing, health and community services. | | |
| Lease income (excluding variable lease payments not dependent on an index or rate) | **208** | 88 |
| **Total income relating to operating leases for Council assets** | **208** | 88 |
| **(ii) Maturity analysis of undiscounted lease payments to be received after reporting date for all operating leases:** | | |
| Maturity analysis of future lease income receivable showing the undiscounted lease payments to be received after reporting date for operating leases: | | |
| < 1 year | **186** | 213 |
| 1–2 years | **182** | 186 |
| 2–3 years | **182** | 182 |
| 3–4 years | **171** | 182 |
| 4–5 years | **7** | 171 |
| > 5 years | **26** | 33 |
| **Total undiscounted lease payments to be received** | **754** | 967 |

### Accounting policy

When Council is a lessor, the lease is classified as either an operating or finance lease at inception date, based on whether substantially all of the risks and rewards incidental to ownership of the asset have been transferred to the lessee. If the risks and rewards have been transferred then the lease is classified as a finance lease, otherwise it is an operating lease.

When Council has a sub-lease over an asset and is the intermediate lessor then the head lease and sub-lease are accounted for separately. The classification of the sub-lease is based on the right-of-use asset which arises from the head lease rather than the useful life of the underlying asset.

If the lease contains lease and non-lease components, the non-lease components are accounted for in accordance with AASB 15 *Revenue from Contracts with Customers*.

The lease income is recognised on a straight-line basis over the lease term for an operating lease and as finance income using amortised cost basis for finance leases.

# C3 Liabilities of Council

## C3-1 Payables

| $ '000 | 2023 Current | 2023 Non-current | 2022 Current | 2022 Non-current |
|---|---|---|---|---|
| Goods and services | **1,509** | **–** | 3,245 | – |
| Accrued expenses: | | | | |
| – Borrowings | **17** | **–** | 28 | – |
| – Salaries and wages | **119** | **–** | (113) | – |
| Other | **63** | **–** | – | – |
| Prepaid rates | **106** | **–** | 670 | – |
| Total payables | **1,814** | **–** | 3,830 | – |

### Accounting policy

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

### Payables

Payables represent liabilities for goods and services provided to Council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

## C3-2 Contract Liabilities

| $ '000 | Notes | 2023 Current | 2023 Non-current | 2022 Current | 2022 Non-current |
|---|---|---|---|---|---|
| Funds to construct Council controlled assets (i) | (i) | **3,363** | **–** | 4,262 | – |
| Funds received prior to performance obligation being satisfied (upfront payments) - AASB 15 (ii) | (ii) | **3,303** | **–** | 707 | – |
| Total contract liabilities | | **6,666** | **–** | 4,969 | – |

**Notes**

(i) Council has received funding to construct assets including sporting facilities and other recreation infrastructure. The funds received are under an enforceable contract which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

(ii) The contract liability relates to grants received prior to the revenue recognition criteria in AASB 15 being satisfied since the performance obligations are ongoing.

**Revenue recognised that was included in the contract liability balance at the beginning of the period**

| $ '000 | 2023 | 2022 |
|---|---|---|
| Funds to construct Council controlled assets | **4,588** | 2,329 |
| Funds received prior to performance obligation being satisfied (upfront payments) - AASB 15 | **378** | 501 |
| **Total revenue recognised that was included in the contract liability balance at the beginning of the period** | **4,966** | 2,830 |

### Significant changes in contract liabilities

The value of contract liabilities has remained steady between 2022 and 2023 financial year. The Council is working hard to finalise projects and acquit grants.

### Accounting policy

Contract liabilities are recorded when consideration is received from a customer / fund provider prior to Council transferring a good or service to the customer, Council presents the funds which exceed revenue recognised as a contract liability.

## C3-3 Borrowings

| $ '000 | 2023 Current | 2023 Non-current | 2022 Current | 2022 Non-current |
|---|---|---|---|---|
| Loans – secured | 1,167 | 5,828 | 1,315 | 6,995 |
| Total borrowings | 1,167 | 5,828 | 1,315 | 6,995 |

### (a) Changes in liabilities arising from financing activities

| $ '000 | 2022 Opening Balance | Drawdown/ Repayment of Principal | 2023 Closing balance |
|---|---|---|---|
| Loans – secured | 8,310 | (1,315) | 6,995 |
| **Total liabilities from financing activities** | 8,310 | (1,315) | 6,995 |

| $ '000 | 2021 Opening Balance | Drawdown/ Repayment of Principal | 2022 Closing balance |
|---|---|---|---|
| Loans – secured | 9,585 | (1,275) | 8,310 |
| **Total liabilities from financing activities** | 9,585 | (1,275) | 8,310 |

continued on next page

## C3-3 Borrowings (continued)

### (b) Financing arrangements

| $ '000 | 2023 | 2022 |
|---|---|---|
| **Total facilities** | | |
| Credit cards/purchase cards | **39** | 39 |
| **Total financing arrangements** | **39** | 39 |
| **Drawn facilities** | | |
| – Credit cards/purchase cards | **18** | 10 |
| **Total drawn financing arrangements** | **18** | 10 |
| **Undrawn facilities** | | |
| – Credit cards/purchase cards | **21** | 29 |
| **Total undrawn financing arrangements** | **21** | 29 |

**Breaches and defaults**
During the current and prior year, there were no defaults or breaches of any of the loans.

**Security over loans**
Loans secured over future cash flows.

**Accounting policy**
Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

Fees paid on the establishment of loan facilities are recognised as transaction costs of the loan to the extent that it is probable that some or all of the facility will be drawn down.

Borrowings are removed from the Statement of Financial Position when the obligation specified in the contract is discharged, cancelled or expired. The difference between the carrying amount of a financial liability that has been extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in other income or borrowing costs.

## C3-4 Employee benefit provisions

| $ '000 | 2023 Current | 2023 Non-current | 2022 Current | 2022 Non-current |
|---|---|---|---|---|
| Annual leave | **1,151** | **–** | 1,305 | – |
| Long service leave | **2,306** | **340** | 2,181 | 341 |
| Total employee benefit provisions | **3,457** | **340** | 3,486 | 341 |

### Current employee benefit provisions not anticipated to be settled within the next twelve months

| $ '000 | 2023 | 2022 |
|---|---|---|
| The following provisions, even though classified as current, are not expected to be settled in the next 12 months. | | |
| Provisions – employees benefits | **3,098** | 3,836 |
| | **3,098** | 3,836 |

### Accounting policy

Employee benefit provisions are presented as current liabilities in the Statement of Financial Position if Council does not have an unconditional right to defer settlement for at least 12 months after the reporting date, regardless of when the actual settlement is expected to occur and therefore all annual leave and vested long service leave (or that which vests within 12 months) is presented as current.

**Short-term obligations**

Liabilities for wages and salaries (including non-monetary benefits, annual leave and accumulating sick leave expected to be wholly settled within 12 months after the end of the period in which the employees render the related service) are recognised in respect of employees' services up to the end of the reporting period and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

**Other long-term employee benefit obligations**

The liability for long-service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

**On-costs**

The employee benefit provisions include the aggregate on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include superannuation, payroll tax and workers compensation expenses which will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period.

## C3-5 Provisions

| $ '000 | 2023 Current | 2023 Non-Current | 2022 Current | 2022 Non-Current |
|---|---|---|---|---|
| Asset remediation | – | 4,907 | – | 4,259 |
| **Asset remediation** | **–** | **4,907** | – | 4,259 |

### Movements in provisions

| | Other provisions | |
|---|---|---|
| $ '000 | Asset remediation | Total |
| **2023** | | |
| **At beginning of year** | **4,259** | **4,259** |
| **Unwinding of discount** | **144** | **144** |
| **Additional provisions** | **504** | **504** |
| Total other provisions at end of year | **4,907** | **4,907** |
| 2022 | | |
| At beginning of year | 5,172 | 5,172 |
| Unwinding of discount | 47 | 47 |
| Derecognition of Provision | (960) | (960) |
| Total other provisions at end of year | 4,259 | 4,259 |

### Accounting policy

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as a borrowing cost.

### Asset remediation – tips

Close-down and restoration costs include the dismantling and demolition of infrastructure, and the removal of residual materials and remediation of disturbed areas. Estimated close-down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs. Provisions for close-down and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The cost estimates are calculated annually during the life of the operation to reflect known developments, e.g. updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

The ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors, including changes to the relevant legal requirements, the emergence of new restoration techniques, or experience at other locations. The expected timing of expenditure can also change, for example in response to changes in quarry reserves or production rates. As a result, there could be significant adjustments to the provision for close down and restoration and environmental clean-up, which would affect future financial results.

Other movements in the provisions for close-down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations, and revisions to discount rates, are capitalised within infrastructure, property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.

# C4 Reserves

## C4-1 Nature and purpose of reserves

**IPPE Revaluation reserve**
The infrastructure, property, plant and equipment (IPPE) revaluation reserve is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

# D Council structure

## D1 Results by fund

General fund refers to all Council activities other than water and sewer. All amounts disclosed in this note are gross i.e. inclusive of internal charges and recoveries made between the funds. Assets and liabilities shown in the water and sewer columns are restricted for use for these activities.

## D1-1 Income Statement by fund

| $ '000 | General 2023 | Water 2023 | Sewer 2023 |
|---|---|---|---|
| **Income from continuing operations** | | | |
| Rates and annual charges | 13,590 | 2,156 | 2,697 |
| User charges and fees | 9,094 | 2,784 | 478 |
| Other revenues | 910 | 9 | – |
| Grants and contributions provided for operating purposes | 15,755 | 25 | 25 |
| Grants and contributions provided for capital purposes | 7,088 | – | 269 |
| Interest and investment income | 819 | 30 | 12 |
| Other income | 208 | – | – |
| Total income from continuing operations | 47,464 | 5,004 | 3,481 |
| **Expenses from continuing operations** | | | |
| Employee benefits and on-costs | 13,139 | 427 | 558 |
| Materials and services | 19,229 | 3,374 | 1,586 |
| Borrowing costs | 189 | 78 | 50 |
| Depreciation, amortisation and impairment of non-financial assets | 10,493 | 593 | 1,063 |
| Other expenses | 1,468 | 1 | 1 |
| Net losses from the disposal of assets | 122 | – | – |
| Total expenses from continuing operations | 44,640 | 4,473 | 3,258 |
| Operating result from continuing operations | 2,824 | 531 | 223 |
| Net operating result for the year | 2,824 | 531 | 223 |
| **Net operating result attributable to each council fund** | 2,824 | 531 | 223 |
| **Net operating result for the year before grants and contributions provided for capital purposes** | **(4,264)** | **531** | **(46)** |

## D1-2 Statement of Financial Position by fund

| $ '000 | General 2023 | Water 2023 | Sewer 2023 |
|---|---|---|---|
| **ASSETS** | | | |
| **Current assets** | | | |
| Cash and cash equivalents | 1,064 | – | – |
| Investments | 15,141 | 7,462 | 5,403 |
| Receivables | 5,823 | 396 | 302 |
| Inventories | 465 | 12 | – |
| Contract assets and contract cost assets | 2,709 | – | – |
| **Total current assets** | 25,202 | 7,870 | 5,705 |
| **Non-current assets** | | | |
| Receivables | 25 | – | – |
| Inventories | 824 | – | – |
| Infrastructure, property, plant and equipment | 612,229 | 21,369 | 53,383 |
| Intangible assets | 48 | – | – |
| **Total non-current assets** | 613,126 | 21,369 | 53,383 |
| **Total assets** | 638,328 | 29,239 | 59,088 |
| **LIABILITIES** | | | |
| **Current liabilities** | | | |
| Payables | 1,813 | – | 1 |
| Contract liabilities | 6,666 | – | – |
| Borrowings | 395 | 384 | 388 |
| Employee benefit provision | 3,457 | – | – |
| **Total current liabilities** | 12,331 | 384 | 389 |
| **Non-current liabilities** | | | |
| Borrowings | 643 | 2,517 | 2,668 |
| Employee benefit provision | 340 | – | – |
| Provisions | 4,907 | – | – |
| **Total non-current liabilities** | 5,890 | 2,517 | 2,668 |
| **Total liabilities** | 18,221 | 2,901 | 3,057 |
| Net assets | 620,107 | 26,338 | 56,031 |
| **EQUITY** | | | |
| Accumulated surplus | 349,905 | 23,492 | 42,570 |
| Revaluation reserves | 270,202 | 2,846 | 13,461 |
| **Council equity interest** | 620,107 | 26,338 | 56,031 |
| Total equity | 620,107 | 26,338 | 56,031 |

# E Risks and accounting uncertainties

## E1-1 Risks relating to financial instruments held

Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of Council.

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance team manages the cash and Investments portfolio with the assistance of independent advisors. Council has an investment policy which complies with the s 625 of the Act and the Ministerial Investment Order. The policy is regularly reviewed by Council and a monthly investment report is provided to Council setting out the make-up performance of the portfolio as required by local government regulations.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance team under policies approved by the Councillors.

The fair value of Council's financial assets and financial liabilities approximates their carrying amount.

The risks associated with the financial instruments held are:

- interest rate risk – the risk that movements in interest rates could affect returns
- liquidity risk – the risk that Council will not be able to pay its debts as and when they fall due.
- credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument, resulting in a financial loss to Council.

Council manages these risks by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees. Council also seeks advice from independent advisers before placing any cash and investments.

### (a) Market risk – interest rate and price risk

| $ '000 | 2023 | 2022 |
|---|---|---|
| The impact on result for the year and equity of a reasonably possible movement in the price of investments held and interest rates is shown below. The reasonably possible movements were determined based on historical movements and economic conditions in place at the reporting date. | | |
| Impact of a 1% movement in interest rates | | |
| – Equity / Income Statement | **250** | 103 |

continued on next page

# E1-1 Risks relating to financial instruments held (continued)

## (b) Credit risk

Council's major receivables comprise rates, annual charges, user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures. Council also encourages ratepayers to pay their rates by the due date through incentives.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk other than Council has significant credit risk exposures in its local area given the nature of Council activities.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance. The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality.

The maximum exposure to credit risk at the reporting date is the carrying amount of each class of receivable in the financial statements.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

**Credit risk profile**

### Receivables – rates and annual charges

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land; that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages payment.

| $ '000 | Not yet overdue | overdue rates and annual charges < 5 years | ≥ 5 years | Total |
|---|---|---|---|---|
| **2023** | | | | |
| **Gross carrying amount** | **–** | **420** | **75** | **495** |
| 2022 | | | | |
| Gross carrying amount | – | 840 | 45 | 885 |

### Receivables - non-rates and annual charges and contract assets

Council applies the simplified approach for non-rates and annual charges debtors and contract assets to provide for expected credit losses, which permits the use of the lifetime expected loss provision at inception. To measure the expected credit losses, non-rates and annual charges debtors and contract assets have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision is determined as follows. The expected credit losses incorporate forward-looking information.

| $ '000 | Not yet overdue | Overdue debts 0 - 30 days | 31 - 60 days | 61 - 90 days | > 91 days | Total |
|---|---|---|---|---|---|---|
| **2023** | | | | | | |
| **Gross carrying amount** | **1,942** | **65** | **146** | **72** | **146** | **2,371** |
| **Expected loss rate (%)** | **0.00%** | **0.00%** | **0.00%** | **0.00%** | **1.48%** | **0.09%** |
| **ECL provision** | **–** | **–** | **–** | **–** | **2** | **2** |
| 2022 | | | | | | |
| Gross carrying amount | 399 | 155 | 77 | 1,367 | 532 | 2,530 |
| Expected loss rate (%) | 0.00% | 0.00% | 0.00% | 0.00% | 1.48% | 0.31% |
| ECL provision | – | – | – | – | 8 | 8 |

continued on next page

## E1-1 Risks relating to financial instruments held (continued)

### (c) Liquidity risk

Payables, lease liabilities and borrowings are both subject to liquidity risk; that is, the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels, and by maintaining an adequate cash buffer. Payment terms can be extended, and overdraft facilities drawn upon in extenuating circumstances.

Borrowings are also subject to interest rate risk: the risk that movements in interest rates could adversely affect funding costs. Council manages this risk through diversification of borrowing types, maturities and interest rate structures.

The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows for non-lease liabilities (refer to Note C2-1(i) for lease liabilities) and therefore the balances in the table may not equal the balances in the Statement of Financial Position due to the effect of discounting.

| $ '000 | Weighted average interest rate | Subject to no maturity | payable in: ≤ 1 Year | 1 - 5 Years | > 5 Years | Total cash outflows | Actual carrying values |
|---|---|---|---|---|---|---|---|
| **2023** | | | | | | | |
| **Payables** | **0.00%** | **–** | **1,964** | **–** | **–** | **1,964** | **1,814** |
| **Borrowings** | **2.21%** | **–** | **1,161** | **3,794** | **2,040** | **6,995** | **6,995** |
| **Total financial liabilities** | | **–** | **3,125** | **3,794** | **2,040** | **8,959** | **8,809** |
| 2022 | | | | | | | |
| Payables | 0.00% | – | 4,087 | – | – | 4,087 | 4,087 |
| Borrowings | 1.77% | – | 1,315 | 4,069 | 2,926 | 8,310 | 8,310 |
| **Total financial liabilities** | | – | 5,402 | 4,069 | 2,926 | 12,397 | 12,397 |

# E2-1 Fair value measurement

Council measures the following asset and liability classes at fair value on a recurring basis:

– Infrastructure, property, plant and equipment

The fair value of assets and liabilities must be estimated in accordance with various accounting standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 *Fair Value Measurement* requires all assets and liabilities measured at fair value to be assigned to a 'level' in the fair value hierarchy as follows:

**Level 1:** Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2:** Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3:** Inputs for the asset or liability that are not based on observable market data (unobservable inputs).

| | | | | Fair value measurement hierarchy | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | Date of latest valuation | | Level 2 Significant observable inputs | | Level 3 Significant unobservable inputs | | Total | |
| $ '000 | Notes | 2023 | 2022 | 2023 | 2022 | 2023 | 2022 | 2023 | 2022 |
| **Recurring fair value measurements** | | | | | | | | | |
| **Infrastructure, property, plant and equipment** | C1-7 | | | | | | | | |
| Plant, equipment, furniture and fittings | | 30/06/2023 | 30/06/2022 | – | – | **8,973** | 9,881 | **8,973** | 9,881 |
| Operational Land | | 30/06/2023 | 30/06/2023 | **19,788** | 7,634 | – | – | **19,788** | 7,634 |
| Other Land | | 30/06/2023 | 30/06/2023 | – | – | **9** | 7,532 | **9** | 7,532 |
| Buildings and other structures | | 30/06/2023 | 30/06/2023 | – | – | **32,835** | 29,255 | **32,835** | 29,255 |
| Roads, bridges and footpaths | | 30/06/2020 | 30/06/2020 | – | – | **279,013** | 267,221 | **279,013** | 267,221 |
| Other road assets incl bulk earthworks | | 30/06/2020 | 30/06/2020 | – | – | **227,439** | 227,503 | **227,439** | 227,503 |
| Stormwater drainage | | 30/06/2022 | 30/06/2022 | – | – | **18,422** | 17,734 | **18,422** | 17,734 |
| Water supply network | | 30/06/2022 | 30/06/2022 | – | – | **20,861** | 19,892 | **20,861** | 19,892 |
| Sewerage network | | 30/06/2022 | 30/06/2022 | – | – | **50,735** | 48,107 | **50,735** | 48,107 |
| Open space/recreational assets | | 30/06/2023 | 30/06/2018 | – | – | **14,507** | 14,204 | **14,507** | 14,204 |
| Other assets | | 12/05/2016 | 12/05/2016 | – | – | **5** | 17 | **5** | 17 |
| Tip restoration asset | | 30/06/2023 | 30/06/2022 | – | – | **3,009** | 3,071 | **3,009** | 3,071 |
| **Total infrastructure, property, plant and equipment** | | | | **19,788** | 7,634 | **655,808** | 644,417 | **675,596** | 652,051 |
| **Non-recurring fair value measurements** | | | | | | | | | |

## Transfers between level 1 and level 2 fair value hierarchies

During the year, there were no transfers between level 1 and level 2 fair value hierarchies for recurring fair value measurements.

continued on next page

## E2-1 Fair value measurement (continued)

### Valuation techniques

Where Council is unable to derive fair valuations using quoted market prices of identical assets (ie. level 1 inputs) Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

#### Infrastructure, property, plant and equipment (IPPE)

**Level 2 Inputs**

**Office equipment & Furniture & fittings**

There is a liquid second hand market for these type of assets, but the market is not liquid enough to qualify the assets as valued at level 1. These assets typically have very short useful lives, are held to the end of their economic life and have no residual value. The written down value reflects their value in use rather than their market value and are therefore valued at written down value and disclosed at fair value.

**Operational land**

There is an active liquid market for most of Council's operational land, however, the subjectivity of pricing has resulted in this land to be classified as level 2. Operational land has been valued as at 30 June 2023 by an external valuer, Australis, taking into consideration the land characteristics, location, zoning, proximity to services and comparable sales.

**Level 3 Inputs**

**Plant & equipment**

It is considered that there is a liquid second hand market for Council's plant & equipment, however, there is subjectivity of prices in this market dependant on the age and condition of the equipment being sold. Plant & equipment are valued at written down value and disclosed at fair value.

**Community land**

Community land has been valued as at 30 June 2023 by an external valuer, Australis, taking into consideration the land characteristics, location, zoning, and proximity to services.

**Land under roads**

Council has elected to only recognise land under roads which was acquired after 30 June 2008. There is no market for land that is currently used for road or road reserve purposes. The NSW Valuer General's valuations of neighbouring land was used to calculate the value of land under roads.

**Land improvements**

There is no active market for sale of land improvements, therefore land improvements are valued at written down value and disclosed at fair value.

**Buildings & Other structures**

Buildings and other structures were valued as at 30 June 2023 by external valuers, Australis. Non-specialised building are valued using a market based approach where an active market could be identified. Other buildings and structures are valued using depreciated replacement cost taking into account the useful lives and condition of the asset.

**Roads, Bridges, Footpaths, Bulk earthworks & Stormwater drainage**

Roads assets were valued using a combination of external valuers and internal professional Council staff. The assets were componentised and valued at the depreciated replacement cost method, taking into account unit rates, useful lives and asset condition.

**Water supply network & Sewerage network**

Council's water and sewer assets were valued by external valuers as at 30 June 2022. The value represents the depreciated replacement cost, taking into account the Crown Lands and Water's (CLAW) reference rates, useful lives, dimension, specification and asset condition. In between full valuations, these assets are indexed annually in accordance with the Rates Reference Manual issued by Crown Lands and Water (CLAW).

continued on next page

## E2-1 Fair value measurement (continued)

**Heritage collection**

These assets include memorabilia and collectibles and are valued at written down value based upon cost and are disclosed at fair value.

**There were no changes in valuation techniques from prior years.**

### Fair value measurements using significant unobservable inputs (level 3)

**Significant unobservable valuation inputs used (for level 3 asset classes) and their relationship to fair value.**

The following table summarises the quantitative information relating to the significant unobservable inputs used in deriving the various level 3 asset class fair values.

| | Valuation technique/s | Unobservable inputs |
|---|---|---|
| **Infrastructure, property, plant and equipment** | | |
| Community Land | Land values obtained by the NSW Valuer General | VG land value, land area, rate per sq metre |
| Land under Roads | Land values obtained by the NSW Valuer General | Adjoining land values based upon VG value, rate per sq metre |
| Land improvements | Depreciated replacement cost used to approximate fair value | Purchase price, useful life |
| Buildings & other structures | Combination of market value and depreciated replacement cost used to approximate fair value | Cost, unit rates, useful life, asset condition |
| Roads assets | Depreciated replacement cost used to approximate fair value | Unit rates, useful life, asset condition, replacement cost |
| Water & sewer | Depreciated replacement cost used to approximate fair value | Unit rates, useful life, asset condition, replacement cost |
| Heritage collection | Depreciated replacement cost used to approximate fair value | Cost, useful life |

**A reconciliation of the movements in recurring fair value measurements allocated to Level 3 of the hierarchy is provided below:**

| | Total IPP&E | |
|---|---|---|
| $ '000 | 2023 | 2022 |
| **Opening balance** | **644,417** | 556,747 |
| **Total gains or losses for the period** | | |
| Recognised in other comprehensive income – revaluation surplus | **29,393** | 72,339 |
| **Other movements** | | |
| Transfers from/(to) level 2 FV hierarchy | **(7,174)** | – |
| Purchases (GBV) | **1,511** | 26,483 |
| Disposals (WDV) | **(230)** | – |
| Depreciation and impairment | **(12,109)** | (11,152) |
| **Closing balance** | **655,808** | 644,417 |

### Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

## E3-1 Contingencies

**Defined benefit superannuation contribution plans**
Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named The Local Government Superannuation Scheme – Pool B (the Scheme) which is a defined benefit plan that has been deemed to be a 'multi-employer fund' for purposes of AASB119 Employee Benefits for the following reasons:

– Assets are not segregated within the sub-group according to the employees of each sponsoring employer.

– The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer.

– Benefits for employees of all sponsoring employers are determined according to the same formulae and without regard to the sponsoring employer.

– The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, and hence shares in the associated gains and losses (to the extent that they are not borne by members).

*Description of the funding arrangements*.

Pooled Employers are required to pay future service employer contributions and past service employer contributions to the Fund.

The future service employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current future service employer contribution rates are::

| | |
|---|---|
| Division B | 1.9 times member contributions for non-180 Point Members;<br>Nil for 180 Point Members* |
| Division C | 2.5% salaries |
| Division D | 1.64 times member contributions |

* For 180 Point Members, Employers are required to contribute 8% of salaries for the year ending 30 June 2023 (increasing to 8.5% in line with the increase in the Superannuation Guarantee) to these members' accumulation accounts, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions of $20.0 million per annum for 1 January 2022 to 31 December 2024,apportioned according to each employer's share of the accrued liabilities as at 30 June 2022.These past service contributions are used to maintain the adequacy of the funding position for the accrued liabilities.It is estimated that there are $37,768.08 past service contributions remaining.

The adequacy of contributions is assessed at each triennial actuarial investigation and monitored annually between triennials.

*Description of the extent to which Council can be liable to the plan for other Council's obligations under the terms and conditions of the multi-employer plan*

As stated above, each sponsoring employer (Council) is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding additional contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of the Council.

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

There is no provision for allocation of any surplus which may be present at the date of withdrawal of an employer.

The amount of Council employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense for the year ending 30 June 2023 was $68,364.70. The last valuation of the Scheme was performed by fund actuary, Richard Boyfield, FIAA as at 30 June 2022.

Council's expected contribution to the plan for the next annual reporting period is $43,221.60.

continued on next page

## E3-1 Contingencies (continued)

The estimated employer reserves financial position for the Pooled Employers at 30 June 2023 is:

| Employer reserves only * | $millions | Asset Coverage |
|---|---|---|
| Assets | 2,290.9 | |
| Past Service Liabilities | 2,236.1 | 102.4% |
| Vested Benefits | 2,253.6 | 101.7% |

* excluding member accounts and reserves in both assets and liabilities.

The share of any funding surplus or deficit that can be attributed to Council is 0.22%

Council's share of that deficiency cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils. For this reason, no liability for the deficiency has been recognised in Council's accounts. Council has a possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

The key economic long term assumptions used to calculate the present value of accrued benefits are:

| | |
|---|---|
| Investment return | 6.0% per annum |
| Salary inflation * | 3.5% per annum |
| Increase in CPI | 6.0% for FY 22/23<br>2.5% per annum thereafter |

* Plus promotional increases

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group.

Please note that the estimated employer reserves financial position above is a prelimnary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of year review, which will be a triennial actuarial investigation will be completed by December 2023

# F People and relationships

## F1 Related party disclosures

### F1-1 Key management personnel (KMP)

The aggregate amount of KMP compensation included in the Income Statement is:

| $ '000 | 2023 | 2022 |
|---|---|---|
| **Compensation:** | | |
| Short-term benefits | **902** | 501 |
| Post-employment benefits | **70** | 30 |
| Other long-term benefits | **18** | 7 |
| Termination benefits | **130** | 214 |
| Total | **1,120** | 752 |

### Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of Council delivering a public service objective (e.g. access to library or Council swimming pool by KMP) will not be disclosed.

| Nature of the transaction<br>$ '000 | Transactions during the year | Outstanding balances including commitments | Terms and conditions | Impairment provision on outstanding balances | Impairment expense |
|---|---|---|---|---|---|
| **2023** | | | | | |
| **Supply of new motor vehicles and motor vehicle servicing** | **–** | **–** | At arm's length, normal commercial terms. | **–** | **–** |
| 2022 | | | | | |
| Supply of new motor vehicles and motor vehicle servicing | 75 | – | At arm's length, normal commercial terms. | – | – |

## F1-2 Councillor and Mayoral fees and associated expenses

| $ '000 | 2023 | 2022 |
|---|---|---|
| The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are: | | |
| Mayoral fee | **30** | 25 |
| Councillors' fees | **129** | 98 |
| Councillors' (including Mayor) expenses | **33** | 62 |
| Total | **192** | 185 |

# F2 Other relationships

## F2-1 Audit fees

| $ '000 | 2023 | 2022 |
|---|---|---|
| **Audit and other assurance services: Auditors of NSW Council - NSW Auditor General:** | | |
| Audit of financial statements | **147** | 95 |
| **Total fees paid or payable to Auditor-General** | **147** | 95 |
| Total audit fees | **147** | 95 |

# G Other matters

## G1-1 Statement of Cash Flows information

### Reconciliation of net operating result to cash provided from operating activities

| $ '000 | 2023 | 2022 |
|---|---|---|
| **Net operating result from Income Statement** | **3,578** | 3,796 |
| **Add / (less) non-cash items:** | | |
| Depreciation and amortisation | **12,149** | 11,194 |
| (Gain) / loss on disposal of assets | **122** | 3,059 |
| Unwinding of discount rates on reinstatement provisions | **144** | 47 |
| **Movements in operating assets and liabilities and other cash items:** | | |
| (Increase) / decrease of receivables | **(1,033)** | (2,677) |
| (Increase) / decrease of inventories | **(31)** | 175 |
| (Increase) / decrease of contract asset | **2,850** | 5,061 |
| Increase / (decrease) in payables | **(1,736)** | 725 |
| Increase / (decrease) in accrued interest payable | **(11)** | (7) |
| Increase / (decrease) in other accrued expenses payable | **232** | (103) |
| Increase / (decrease) in other liabilities | **(501)** | 7 |
| Increase / (decrease) in contract liabilities | **1,697** | 602 |
| Increase / (decrease) in employee benefit provision | **(30)** | (849) |
| Increase / (decrease) in other provisions | **504** | (960) |
| **Net cash flows from operating activities** | **17,934** | 20,070 |

## G2-1 Events occurring after the reporting date

Council is aware of the following 'non-adjusting events' that merit disclosure:

**Cootamundra-Gundagai Regional Council Demerger**

The NSW Government will support Cootamundra-Gundagai Regional Council to demerge providing two councils can be established that are sustainable and financially viable.

A pathway to demerge requires the development of a detailed implementation plan, which will be reviewed by the Boundaries Commission. Should this plan be satisfactory and sound the Minister will dissolve Cootamundra-Gundagai Regional Council and proclaim the creation of two new areas. Upon proclamation by the Governor of NSW, a date will be set for the election of two new councils by their communities.

The financial statements for the year ended 30 June 2023 have been prepared on a going concern basis.

# G3 Statement of developer contributions as at 30 June 2023

## G3-1 Summary of developer contributions

| $ '000 | Opening balance at 1 July 2022 | Contributions received during the year: Cash | Non-cash Land | Non-cash Other | Interest and investment income earned | Amounts expended | Internal borrowings | Held as restricted asset at 30 June 2023 | Cumulative balance of internal borrowings (to)/from |
|---|---|---|---|---|---|---|---|---|---|
| **S7.12 levies – under a plan** | 587 | **317** | **–** | **–** | **–** | **(50)** | **–** | **854** | **–** |
| **Total S7.11 and S7.12 revenue under plans** | 587 | **317** | **–** | **–** | **–** | **(50)** | **–** | **854** | **–** |
| S64 contributions | 178 | **6** | **–** | **–** | **–** | **–** | **–** | **184** | **–** |
| Total contributions | 765 | **323** | **–** | **–** | **–** | **(50)** | **–** | **1,038** | **–** |

Under the *Environmental Planning and Assessment Act 1979*, Council has significant obligations to provide Section 7.11 (contributions towards provision or improvement of amenities or services) infrastructure in new release areas. It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

## S7.12 Levies – under a plan

| $ '000 | Opening balance at 1 July 2022 | Contributions received during the year: Cash | Non-cash Land | Non-cash Other | Interest and investment income earned | Amounts expended | Internal borrowings | Held as restricted asset at 30 June 2023 | Cumulative balance of internal borrowings (to)/from |
|---|---|---|---|---|---|---|---|---|---|
| **CONTRIBUTION PLAN FOR OTHER DEVELOPMENTS** | | | | | | | | | |
| Community facilities | 587 | **317** | **–** | **–** | **–** | **(50)** | **–** | **854** | **–** |
| Total | 587 | **317** | **–** | **–** | **–** | **(50)** | **–** | **854** | **–** |

# G4 Statement of performance measures

## G4-1 Statement of performance measures – consolidated results

| $ '000 | Amounts 2023 | Indicator 2023 | Indicators 2022 | Indicators 2021 | Benchmark |
|---|---|---|---|---|---|
| **1. Operating performance ratio** | | | | | |
| Total continuing operating revenue excluding capital grants and contributions less operating expenses [1, 2] | (3,657) | (7.53)% | (4.98)% | (15.31)% | > 0.00% |
| Total continuing operating revenue excluding capital grants and contributions [1] | 48,592 | | | | |
| **2. Own source operating revenue ratio** | | | | | |
| Total continuing operating revenue excluding all grants and contributions [1] | 32,787 | 58.60% | 57.68% | 49.62% | > 60.00% |
| Total continuing operating revenue [1] | 55,949 | | | | |
| **3. Unrestricted current ratio** | | | | | |
| Current assets less all external restrictions | 16,429 | 6.40x | 6.47x | 5.00x | > 1.50x |
| Current liabilities less specific purpose liabilities | 2,567 | | | | |
| **4. Debt service cover ratio** | | | | | |
| Operating result before capital excluding interest and depreciation/impairment/amortisation [1] | 8,809 | 5.40x | 6.21x | 4.55x | > 2.00x |
| Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement) | 1,632 | | | | |
| **5. Rates and annual charges outstanding percentage** | | | | | |
| Rates and annual charges outstanding | 652 | 3.33% | 5.77% | 5.91% | < 10.00% |
| Rates and annual charges collectable | 19,572 | | | | |
| **6. Cash expense cover ratio** | | | | | |
| Current year's cash and cash equivalents plus all term deposits | 29,070 | 8.25 months | 8.50 months | 9.08 months | > 3.00 months |
| Monthly payments from cash flow of operating and financing activities | 3,523 | | | | |

(1) Excludes fair value increments on investment properties, reversal of revaluation decrements, reversal of impairment losses on receivables, net gain on sale of assets, and net share of interests in joint ventures and associates using the equity method and includes pensioner rate subsidies

(2) Excludes impairment/revaluation decrements of IPPE, fair value decrements on investment properties, impairment losses on receivables, net loss on disposal of assets, and net less on share of interests in joint ventures and associates using the equity method

## G4-2 Statement of performance measures by fund

| $ '000 | General Indicators [3] 2023 | General Indicators [3] 2022 | Water Indicators 2023 | Water Indicators 2022 | Sewer Indicators 2023 | Sewer Indicators 2022 | Benchmark |
|---|---|---|---|---|---|---|---|
| **1. Operating performance ratio** | | | | | | | |
| Total continuing operating revenue excluding capital grants and contributions less operating expenses [1,2] / Total continuing operating revenue excluding capital grants and contributions [1] | **(10.26)%** | (8.24)% | **10.61%** | 33.97% | **(1.43)%** | (32.26)% | > 0.00% |
| **2. Own source operating revenue ratio** | | | | | | | |
| Total continuing operating revenue excluding capital grants and contributions [1] / Total continuing operating revenue [1] | **51.87%** | 50.56% | **99.50%** | 100.00% | **91.55%** | 74.81% | > 60.00% |
| **3. Unrestricted current ratio** | | | | | | | |
| Current assets less all external restrictions / Current liabilities less specific purpose liabilities | **6.40x** | 6.47x | **20.49x** | 13.19x | **14.67x** | 17.98x | > 1.50x |
| **4. Debt service cover ratio** | | | | | | | |
| Operating result before capital excluding interest and depreciation/impairment/amortisation [1] / Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement) | **4.35x** | 5.64x | **15.41x** | 25.25x | **21.34x** | (9.32)x | > 2.00x |
| **5. Rates and annual charges outstanding percentage** | | | | | | | |
| Rates and annual charges outstanding / Rates and annual charges collectable | **4.43%** | 7.83% | **0.00%** | 0.00% | **0.00%** | 0.00% | < 10.00% |
| **6. Cash expense cover ratio** | | | | | | | |
| Current year's cash and cash equivalents plus all term deposits / Monthly payments from cash flow of operating and financing activities | **8.25 months** | 8.50 months | **∞** | ∞ | **∞** | ∞ | > 3.00 months |

1 - Excludes fair value increments on investment properties, reversal of revaluation decrements, reversal of impairment losses on receivables, net gain on sale of assets, and net share of interests in joint ventures and associates using the equity method and includes pensioner rate subsidies

2 - Excludes impairment/revaluation decrements of IPPE, fair value decrements on investment properties, impairment losses on receivables, net loss on disposal of assets, and net less on share of interests in joint ventures and associates using the equity method

**End of the audited financial statements**

# H Additional Council disclosures (unaudited)

## H1-1 Council information and contact details

**Principal place of business:**
81 Wallendoon Street
Cootamundra NSW 2590

### Contact details

**Mailing Address:**
PO Box 420
Cootamundra NSW 2590

**Telephone:** 02 6940 2100
**Facsimile:** 02 6940 2127

**Opening hours:**
9am - 5:00pm
Monday to Friday

**Internet:** www.cgrc.nsw.gov.au
**Email:** mail@cgrc.nsw.gov.au

### Officers

**Interim General Manager**
Steve McGrath

**Responsible Accounting Officer**
Zac Mahon

### Elected members

**Mayor**
Charlie Sheahan

**Councillors**
Gil Kelly (Deputy Mayor)
Abb McAlister
David Graham
Leigh Bowden
Penny Nicholson
Logan Collins
Les Boyd
Trevor Glover

# INDEPENDENT AUDITOR'S REPORT

**Report on the general purpose financial statements**

**Cootamundra-Gundagai Regional Council**

To the Councillors of Cootamundra-Gundagai Regional Council

## Qualified Opinion

I have audited the accompanying financial statements of Cootamundra-Gundagai Regional Council (the Council), which comprise the Statement by Councillors and Management, the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2023, the Statement of Financial Position as at 30 June 2023, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended and notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, except for the effects of the matter described in the 'Basis for Qualified Opinion' section of my report:

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
  - have been prepared, in all material respects, in accordance with the requirements of this Division
  - are consistent with the Council's accounting records
  - present fairly, in all material respects, the financial position of the Council as at 30 June 2023, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My qualified opinion should be read in conjunction with the rest of this report.

## Basis for Qualified Opinion

**Non recognition of rural fire-fighting equipment and buildings**

As disclosed in Note C1-7 'Infrastructure, property, plant and equipment' to the financial statements, the Council has not recognised rural fire-fighting equipment and buildings located on land that is controlled and recognised by the Council as assets in the Statement of Financial Position at 30 June 2023. In my opinion, these assets are controlled by the Council and should be recognised as assets in accordance with AASB 116 'Property, Plant and Equipment'.

Australian Accounting Standards refer to control of an asset as being the ability to direct the use of, and obtain substantially all of the remaining benefits from, the asset. Control includes the ability to prevent other entities from directing the use of, and obtaining the benefits from, an asset.

**Level 19, Darling Park Tower 2, 201 Sussex Street, Sydney NSW 2000**
GPO Box 12, Sydney NSW 2001 | **t** 02 9275 7101 | mail@audit.nsw.gov.au | audit.nsw.gov.au

Rural fire-fighting equipment is controlled by the Council as:

- these assets are vested in the Council under section 119(2) of the *Rural Fires Act 1997* (Rural Fires Act), giving the Council legal ownership
- the Council has the ability, outside of emergency events as defined in section 44 of the Rural Fires Act, to prevent the NSW Rural Fire Service from directing the use of the rural fire-fighting equipment by either not entering into a service agreement, or cancelling the existing service agreement that was signed on 13 December 2007
- the Council has specific responsibilities for fire mitigation and safety works and bush fire hazard reduction under Part 4 of the Rural Fires Act. The Council obtains economic benefits from the rural fire-fighting equipment as these assets are used to fulfil Council's responsibilities
- in the event of the loss of an asset, the insurance proceeds must be paid into the New South Wales Rural Fire Fighting Fund (section 119(4) of the Rural Fires Act) and be used to reacquire or build a similar asset, which is again vested in the Council as an asset provided free of charge.

Rural fire-fighting buildings are controlled by the Council where the buildings are located on land that is controlled and recognised by the Council. This gives the Council the ability to allow or prevent other entities from directing the use of, and obtaining the benefits from these assets.

The Council has not undertaken procedures to confirm the completeness, accuracy, existence or condition of these assets. Nor has the Council performed procedures to identify the value of assets vested in it during the year. When these assets are vested, no financial consideration is required from the Council and as such the assets are provided to the Council free-of-charge.

This is a limitation on the scope of my audit as I was unable to obtain sufficient appropriate audit evidence to:

- support the carrying values of rural fire-fighting equipment assets and buildings located on land that is controlled and recognised by the Council that should be recorded in the Statement of Financial Position and related notes as at 30 June 2023
- determine the impact on the 'Accumulated surplus' in the Statement of Changes in Equity and Statement of Financial Position
- determine the amount of 'Grants and contributions provided for capital purposes' income from any rural fire-fighting equipment assets vested as an asset received free of charge during the year and/or 'Depreciation, amortisation and impairment of non-financial assets' expense that should be recognised in the Income Statement for the year ended 30 June 2023
- determine the impact on the 'Operating performance' and 'Own source operating revenue' ratios in Note G4-1 'Statement of performance measures – consolidated results' and Note G4-2 'Statement of performance measures by fund'.

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

## Other Information

The Council's annual report for the year ended 30 June 2023 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the special purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the special purpose financial statements and Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

## The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

## Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note B5-1 'Material budget variations'
- on the Special Schedules. A separate opinion has been provided on Special Schedule - Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.

Min Lee
Delegate of the Auditor-General for New South Wales

30 October 2023
SYDNEY

Cr Charlie Sheahan
Mayor
Cootamundra-Gundagai Regional Council
PO Box 420
COOTAMUNDRA NSW 2590

Contact: Min Lee
Phone no: 02 9275 7151
Our ref: R008-16585809-45987

30 October 2023

Dear Mayor

**Report on the Conduct of the Audit**

**for the year ended 30 June 2023**

**Cootamundra-Gundagai Regional Council**

I have audited the general purpose financial statements (GPFS) of the Cootamundra-Gundagai Regional Council (the Council) for the year ended 30 June 2023 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed a modified opinion on the Council's GPFS.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2023 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

## SIGNIFICANT AUDIT ISSUES AND OBSERVATIONS

I identified the following significant audit issues and observations during my audit of the Council's financial statements. These issues and observations were addressed as part of my audit.

### Modification to the opinion in the Independent Auditor's Report

**Non-recognition of rural fire-fighting equipment**

The Council has not recognised rural fire-fighting buildings or equipment as assets within 'Infrastructure, property, plant and equipment' in the Statement of Financial Position at 30 June 2023. In my opinion, these assets are controlled by the Council and should be recognised as assets in accordance with AASB 116 'Property, Plant and Equipment'.

Australian Accounting Standards refers to control of an asset as being the ability to direct the use of, and obtain substantially all of the remaining benefits from, the asset. Control includes the ability to prevent other entities from directing the use of, and obtaining the benefits from, an asset.

Rural fire-fighting and buildings are controlled by the Council as the Council has the ability to allow or prevent other entities from directing the use of, and obtaining the benefits from these assets. Rural fire-fighting equipment is controlled by the Council as:

- these assets are vested in the Council under section 119(2) of the *Rural Fires Act 1997* (Rural Fires Act), giving the Council legal ownership

- the Council has the ability, outside of emergency events as defined in section 44 of the Rural Fires Act, to prevent the NSW Rural Fire Service from directing the use of the rural fire-fighting equipment by either not entering into a service agreement, or cancelling the existing service agreement that was signed on 12 July 2010
- the Council has specific responsibilities for fire mitigation and safety works and bush fire hazard reduction under Part 4 of the Rural Fires Act. The Council obtains economic benefits from the rural fire-fighting equipment as these assets are used to fulfil Council's responsibilities
- in the event of the loss of an asset, the insurance proceeds must be paid into the New South Wales Rural Fire Fighting Fund (section 119(4) of the Rural Fires Act) and be used to reacquire or build a similar asset, which is again vested in the Council as an asset provided free of charge.

The Council has not undertaken procedures to confirm the completeness, accuracy, existence or condition of these assets. Nor has the Council performed procedures to identify the value of assets vested in it during the year. When these assets are vested, no financial consideration is required from the Council and as such these are assets provided to Council free-of-charge.

Consequently, we were unable to determine the carrying values of rural fire-fighting assets and related amounts that should be recorded and recognised in the council's 30 June 2023 financial statements.

This has resulted in the audit opinion on the Council's 30 June 2023 GPFS to be modified.

Refer to the Independent Auditor's report on the GPFS.

## Information technology general controls

We identified the following deficiencies in Council's information technology general controls:

- no regular review of key system user profiles currently in place, however the review is in the process of being implemented
- the IT security strategy was due for review in December 2021 and has not yet been reviewed
- the Disaster Recovery and Business Continuity plan was due for review in May 2021 and has not yet been reviewed
- the audit logs of privileged users are produced on a monthly basis, however there is no documented formal evidence that a review has occurred
- the Council does not enforce password complexity requirement and best practice recommendations regarding password security

## INCOME STATEMENT

### Operating result

| | 2023 $m | 2022* $m | Variance % |
|---|---|---|---|
| Rates and annual charges revenue | 18.4 | 16.7 | 10.2 |
| Grants and contributions revenue | 23.2 | 20.0 | 16.0 |
| Operating result from continuing operations | 3.6 | 3.8 | 5.3 |
| Net operating result before capital grants and contributions | (3.8) | (5.0) | 24.0 |

The Council's operating result from continuing operations ($3.6 million) remained relatively stable compared to 2021–22 result ($3.8 million).

The net operating result before capital grants and contributions (deficit of $3.8 million) was $1.2 million higher than the 2021–22 result. This is a result of increased rates and charges revenue due to the special rate variation in 2023.

Rates and annual charges revenue ($18.4 million) increased by $1.7 million (10.2 per cent) in 2022–23 due to the Council's approved Special Rate Variation, which increased ordinary rates revenue by 16.0 per cent in 2022–23.

Grants and contributions revenue ($23.2 million) increased by $3.2 million (16.0 per cent) in 2022–23 due to a $3.8 million increase in Transport for NSW contributions.

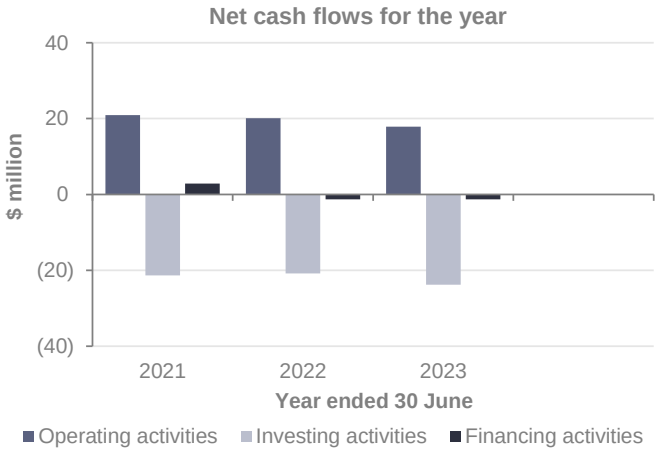
## STATEMENT OF CASH FLOWS

Council's cash and cash equivalents was $1.1 million ($8.2 million for the year ended 30 June 2022). There was a net decrease in cash and cash equivalents of $7.1 million during the 2022-23 financial year.

Net cash provided by operating activities has decreased by $2.2 million. This is due to increased cash payments for materials and services during the year.

Net cash used in investing activities has increased by $2.9 million due to an increase in the net acquisition of term deposits of $7.9 million which is partially offset by a decrease in net purchase of infrastructure, property plant and equipment of $5.4 million.

Net cash flows used in financing activities remained relatively stable at $1.3 million.




## FINANCIAL POSITION

### Cash and investments

| Cash and investments | 2023 | 2022 | Commentary |
|---|---|---|---|
| | $m | $m | |
| **Total cash, cash equivalents and investments** | **29.1** | **22.3** | • Externally restricted cash and investments are restricted in their use by externally imposed requirements.<br>• Internal allocations decreased by $2.7 million due to a $2.2 decrease in waste management. |
| Restricted cash and investments: | | | |
| • External restrictions | 21.6 | 21.7 | |
| • Internal allocations | 8.2 | 10.9 | |

### Debt

Council has $7.0 million of external borrowings (2022: $8.3 million) which is secured over the future cash flows of Council.

# PERFORMANCE

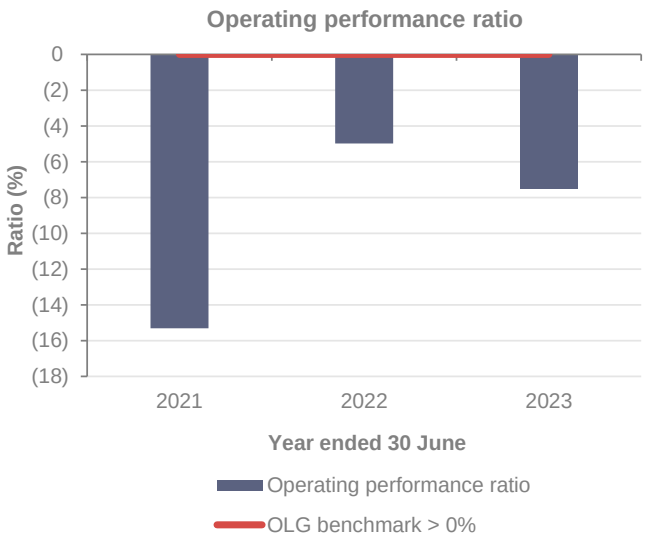
## Performance measures

The following section provides an overview of the Council's performance against the performance measures and performance benchmarks set by the Office of Local Government (OLG) within the Department of Planning, Industry and Environment.

### Operating performance ratio

The Council did not meet the benchmark for the current reporting period.

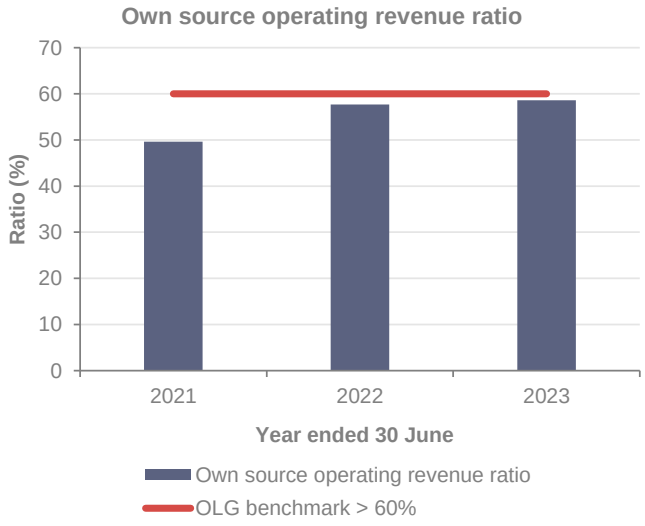
The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by OLG is greater than zero per cent.




### Own source operating revenue ratio

The Council did not meet the benchmark for the current reporting period.

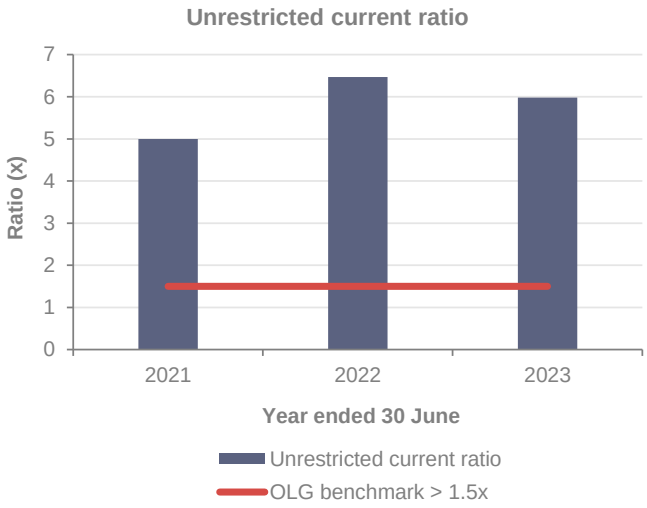
The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.



### Unrestricted current ratio

The Council exceeded the benchmark for the current reporting period.

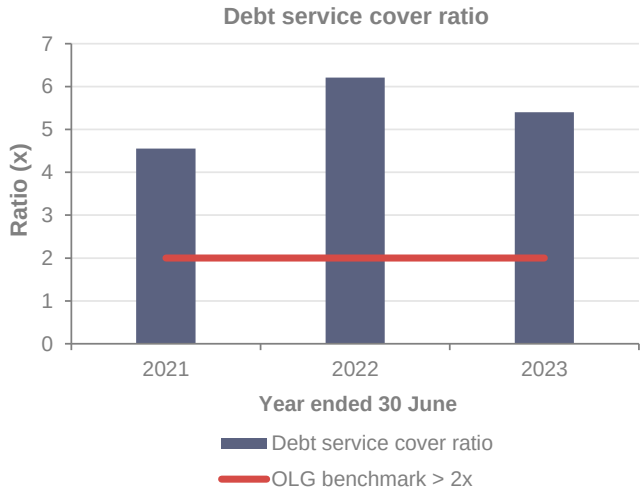
The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.




### Debt service cover ratio

The Council exceeded the benchmark for the current reporting period.

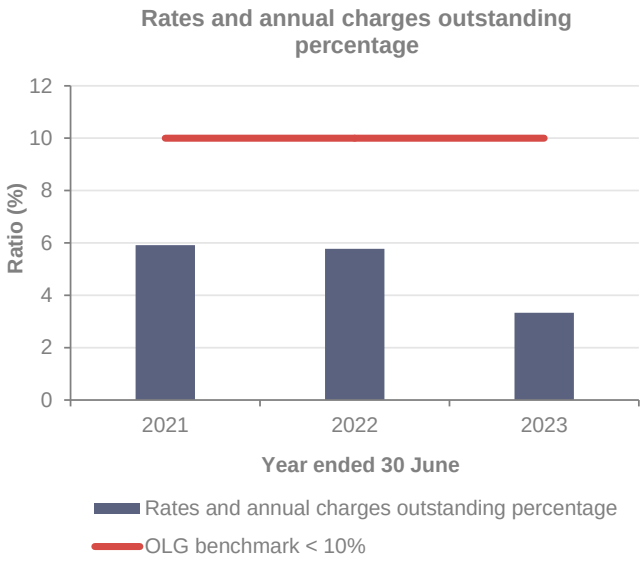
The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.



### Rates and annual charges outstanding percentage

The Council exceeded the benchmark for the current reporting period.

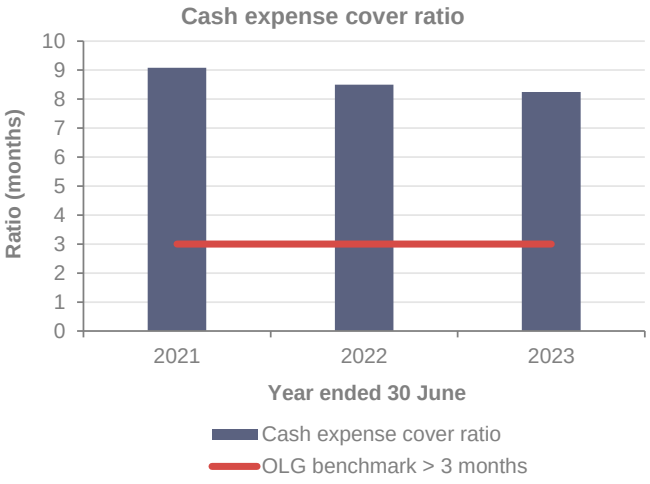
The 'rates and annual charges outstanding percentage' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 5 per cent for metropolitan councils.




### Cash expense cover ratio

The Council exceeded the benchmark for the current reporting period.

This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.




## Infrastructure, property, plant and equipment renewals

The Council renewed $8.6 million of assets in the 2022-23 financial year, compared to $15.0 million of assets in the 2021-22 financial year. This decline is largely due to $7.2 million decrease in roads asset renewals.

## OTHER MATTERS

### Legislative compliance

My audit procedures identified a material deficiency in the Council's financial statements that will be reported in the Management Letter. Rural fire-fighting assets were not recognised in the financial statements.

Except for the matter outlined above, the Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.

Min Lee

Director, Financial Audit

Delegate of the Auditor-General for New South Wales

cc: Mr Steve McGrath, Interim General Manager
Mr Tony Donoghue, Chairperson, Audit, Risk and Improvement Committee

# Cootamundra-Gundagai Regional Council

## SPECIAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2023

# Cootamundra-Gundagai Regional Council

## Special Purpose Financial Statements

for the year ended 30 June 2023

Contents Page

**Statement by Councillors and Management** 3

**Special Purpose Financial Statements:**

Income Statement of water supply business activity 4
Income Statement of sewerage business activity 5

Statement of Financial Position of water supply business activity 6
Statement of Financial Position of sewerage business activity 7

**Note – Significant Accounting Policies** 8

**Auditor's Report on Special Purpose Financial Statements** 11

### Background

i. These Special Purpose Financial Statements have been prepared for the use by both Council and the Office of Local Government in fulfilling their requirements under National Competition Policy.

ii. The principle of competitive neutrality is based on the concept of a 'level playing field' between persons/entities competing in a market place, particularly between private and public sector competitors.

Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.

iii. For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.

These include **(a)** those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and **(b)** those activities with a turnover of more than $2 million that Council has formally declared as a business activity (defined as Category 1 activities).

iv. In preparing these financial statements for Council's self-classified Category 1 businesses and ABS-defined activities, councils must **(a)** adopt a corporatisation model and **(b)** apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council's borrowing position by comparison with commercial rates).

# Cootamundra-Gundagai Regional Council

## Special Purpose Financial Statements
for the year ended 30 June 2023

## Statement by Councillors and Management

### Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached special purpose financial statements have been prepared in accordance with:

- NSW Government Policy Statement, *Application of National Competition Policy to Local Government*
- Division of Local Government Guidelines, *Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality*
- The Local Government Code of Accounting Practice and Financial Reporting
- Sections 3 and 4 of the NSW Department of Planning and Environment, Water's *Regulatory and assurance framework for local water utilities*.

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year,
- accord with Council's accounting and other records; and
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 24 October 2023.

Charlie Sheahan
**Mayor**
24 October 2023

Gil Kelly
**Deputy Mayor**
24 October 2023

Steve McGrath
**Interim General Manager**
24 October 2023

Zac Mahon
**Responsible Accounting Officer**
24 October 2023

# Cootamundra-Gundagai Regional Council

## Income Statement of water supply business activity

for the year ended 30 June 2023

| $ '000 | 2023 | 2022 |
|---|---|---|
| **Income from continuing operations** | | |
| Access charges | **2,156** | 2,061 |
| User charges | **2,757** | 2,591 |
| Fees | **27** | 67 |
| Interest and investment income | **30** | 27 |
| Grants and contributions provided for operating purposes | **25** | – |
| Other income | **9** | 5 |
| **Total income from continuing operations** | **5,004** | 4,751 |
| **Expenses from continuing operations** | | |
| Employee benefits and on-costs | **427** | 576 |
| Borrowing costs | **78** | 87 |
| Materials and services | **1,704** | 168 |
| Depreciation, amortisation and impairment | **593** | 496 |
| Water purchase charges | **1,670** | 1,576 |
| Net loss from the disposal of assets | **–** | 234 |
| Other expenses | **1** | – |
| **Total expenses from continuing operations** | **4,473** | 3,137 |
| **Surplus (deficit) from continuing operations before capital amounts** | **531** | 1,614 |
| **Surplus (deficit) from continuing operations after capital amounts** | **531** | 1,614 |
| **Surplus (deficit) from all operations before tax** | **531** | 1,614 |
| Less: corporate taxation equivalent (25%) [based on result before capital] | **(133)** | (404) |
| Surplus (deficit) after tax | **398** | 1,210 |
| **Plus accumulated surplus** | **22,961** | 21,347 |
| **Plus adjustments for amounts unpaid:** | | |
| – Corporate taxation equivalent | **133** | 404 |
| **Less:** | | |
| **Closing accumulated surplus** | **23,492** | 22,961 |
| **Return on capital %** | **2.8%** | 8.3% |
| **Subsidy from Council** | **250** | – |
| **Calculation of dividend payable:** | | |
| Surplus (deficit) after tax | **398** | 1,210 |
| **Surplus for dividend calculation purposes** | **398** | 1,210 |
| **Potential dividend calculated from surplus** | **199** | 605 |

# Cootamundra-Gundagai Regional Council

## Income Statement of sewerage business activity

for the year ended 30 June 2023

| $ '000 | 2023 | 2022 |
|---|---|---|
| **Income from continuing operations** | | |
| Access charges | **2,697** | 2,588 |
| User charges | **460** | 479 |
| Fees | **18** | 45 |
| Interest and investment income | **12** | 13 |
| Grants and contributions provided for operating purposes | **25** | – |
| **Total income from continuing operations** | **3,212** | 3,125 |
| **Expenses from continuing operations** | | |
| Employee benefits and on-costs | **558** | 463 |
| Borrowing costs | **50** | 56 |
| Materials and services | **1,586** | – |
| Depreciation, amortisation and impairment | **1,063** | 430 |
| Net loss from the disposal of assets | **–** | 3,184 |
| Other expenses | **1** | – |
| **Total expenses from continuing operations** | **3,258** | 4,133 |
| **Surplus (deficit) from continuing operations before capital amounts** | **(46)** | (1,008) |
| Grants and contributions provided for capital purposes | **269** | 1,052 |
| **Surplus (deficit) from continuing operations after capital amounts** | **223** | 44 |
| **Surplus (deficit) from all operations before tax** | **223** | 44 |
| Surplus (deficit) after tax | **223** | 44 |
| **Plus accumulated surplus** | **42,347** | 42,303 |
| **Plus adjustments for amounts unpaid:** | | |
| **Less:** | | |
| **Closing accumulated surplus** | **42,570** | 42,347 |
| **Return on capital %** | **0.0%** | (1.9)% |
| **Subsidy from Council** | **2,142** | 2,790 |
| **Calculation of dividend payable:** | | |
| Surplus (deficit) after tax | **223** | 44 |
| Less: capital grants and contributions (excluding developer contributions) | **(269)** | (1,052) |
| **Surplus for dividend calculation purposes** | **–** | – |
| **Potential dividend calculated from surplus** | **–** | – |

# Cootamundra-Gundagai Regional Council

## Statement of Financial Position of water supply business activity

as at 30 June 2023

| $ '000 | 2023 | 2022 |
|---|---|---|
| **ASSETS** | | |
| **Current assets** | | |
| Investments | **7,462** | 7,100 |
| Receivables | **396** | 665 |
| Inventories | **12** | 19 |
| **Total current assets** | **7,870** | 7,784 |
| **Non-current assets** | | |
| Infrastructure, property, plant and equipment | **21,369** | 20,398 |
| **Total non-current assets** | **21,369** | 20,398 |
| **Total assets** | **29,239** | 28,182 |
| **LIABILITIES** | | |
| **Current liabilities** | | |
| Payables | **–** | 10 |
| Income received in advance | **–** | 204 |
| Borrowings | **384** | 376 |
| **Total current liabilities** | **384** | 590 |
| **Non-current liabilities** | | |
| Borrowings | **2,517** | 2,901 |
| **Total non-current liabilities** | **2,517** | 2,901 |
| **Total liabilities** | **2,901** | 3,491 |
| Net assets | **26,338** | 24,691 |
| **EQUITY** | | |
| Accumulated surplus | **23,492** | 22,961 |
| Revaluation reserves | **2,846** | 1,730 |
| Total equity | **26,338** | 24,691 |

# Cootamundra-Gundagai Regional Council

## Statement of Financial Position of sewerage business activity

as at 30 June 2023

| $ '000 | 2023 | 2022 |
|---|---|---|
| **ASSETS** | | |
| **Current assets** | | |
| Contract assets and contract cost assets | – | 1,349 |
| Investments | 5,403 | 5,318 |
| Receivables | 302 | 308 |
| **Total current assets** | 5,705 | 6,975 |
| **Non-current assets** | | |
| Infrastructure, property, plant and equipment | 53,383 | 50,212 |
| **Total non-current assets** | 53,383 | 50,212 |
| **Total assets** | 59,088 | 57,187 |
| **LIABILITIES** | | |
| **Current liabilities** | | |
| Payables | 1 | 6 |
| Borrowings | 388 | 382 |
| **Total current liabilities** | 389 | 388 |
| **Non-current liabilities** | | |
| Borrowings | 2,668 | 3,056 |
| **Total non-current liabilities** | 2,668 | 3,056 |
| **Total liabilities** | 3,057 | 3,444 |
| Net assets | 56,031 | 53,743 |
| **EQUITY** | | |
| Accumulated surplus | 42,570 | 42,347 |
| Revaluation reserves | 13,461 | 11,396 |
| Total equity | 56,031 | 53,743 |

# Note – Significant Accounting Policies

A statement summarising the supplemental accounting policies adopted in the preparation of the special purpose financial statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by Council and the Office of Local Government. For the purposes of these statements, the Council is a non-reporting not-for-profit entity.

The figures presented in these special purpose financial statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these special purpose financial statements have been prepared in accordance with the *Local Government Act 1993* (Act), the *Local Government (General) Regulation 2021* (Regulation) and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, fair value of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

## National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government. The framework for its application is set out in the June 1996 NSW Government Policy statement titled 'Application of National Competition Policy to Local Government'. *The Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality* issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard for disclosure requirements. These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, and returns on investments (rate of return and dividends paid).

## Declared business activities

In accordance with Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality, Council has declared that the following are to be considered as business activities:

### Category 1
*(where gross operating turnover is over $2 million)*

**a. Water Supplies**
The supply of potable water to the residents of Cootamundra and Gundagai townships.

**b. Sewerage Treatment**
The provision of sewerage facilities and services to the residents of the Cootamundra and Gundagai townships.

### Category 2
*(where gross operating turnover is less than $2 million)*

**Council has no category 2 business activities.**

## Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations just like all other costs. However, where Council does not pay some taxes, which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in special purpose finanncial statements. For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

**Notional rate applied (%)**

Corporate income tax rate – **25%** (21/22 25%)

continued on next page

## Note – Significant Accounting Policies (continued)

Land tax – the first $969,000 of combined land values attracts **0%**. For the combined land values in excess of $969,000 up to $5,925,000 the rate is **$100 + 1.6%**. For the remaining combined land value that exceeds $5,925,000 a premium marginal rate of **2.0%** applies.

Payroll tax – **5.45%** on the value of taxable salaries and wages in excess of $1,200,000.

In accordance with section 4 of Department of Planning and Environment (DPE) – Water's regulatory and assurance framework, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities.

The payment of taxation equivalent charges, referred to in the regulatory and assurance framework as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the Act.

Achievement of substantial compliance to sections 3 and 4 of DPE – Water's regulatory and assurance framework is not a prerequisite for the payment of the tax equivalent charges; however the payment must not exceed $3 per assessment.

### Income tax

An income tax equivalent has been applied on the profits of the business activities.

Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested.

Accordingly, the return on capital invested is set at a pre-tax level - gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the corporate income tax rate, currently 25%.

Income tax is only applied where a gain/ (loss) from ordinary activities before capital amounts has been achieved.

Since the taxation equivalent is notional – that is, it is payable to Council as the 'owner' of business operations - it represents an internal payment and has no effect on the operations of the Council. Accordingly, there is no need for disclosure of internal charges in the SPFS.

The rate applied of 25% is the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

### Local government rates and charges

A calculation of the equivalent rates and charges for all Category 1 businesses has been applied to all assets owned, or exclusively used by the business activity.

### Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that Council business activities face 'true' commercial borrowing costs in line with private sector competitors. In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

**(i) Subsidies**

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed. Subsidies occur where Council provides services on a less than cost recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations. The overall effect of subsidies is contained within the Income Statements of business activities.

**(ii) Return on investments (rate of return)**

The NCP policy statement requires that councils with Category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'.

Funds are subsequently available for meeting commitments or financing future investment strategies. The rate of return is disclosed for each of Council's business activities on the Income Statement.

The rate of return is calculated as follows:

$$\frac{\text{Operating result before capital income + interest expense}}{}$$

continued on next page

## Note – Significant Accounting Policies (continued)

**Written down value of I,PP&E as at 30 June**

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 4.02% at 30/6/23.

**(iii) Dividends**

Council is not required to pay dividends to either itself as owner of a range of businesses, or to any external entities.

A local government water supply and sewerage business is permitted to pay annual dividends from their water supply or sewerage business surpluses. Each dividend must be calculated and approved in accordance with section 4 of DPE – Water's regulatory and assurance framework and must not exceed 50% of the relevant surplus in any one year, or the number of water supply or sewerage assessments at 30 June 2023 multiplied by $30 (less the payment for tax equivalent charges, not exceeding $3 per assessment).

In accordance with section 4 of DPE – Water's regulatory and assurance framework, statement of compliance and statement of dividend payment, dividend payment form and unqualified independent financial audit report are submitted to DPE – Water.

# INDEPENDENT AUDITOR'S REPORT

**Report on the special purpose financial statements**

**Cootamundra-Gundagai Regional Council**

To the Councillors of Cootamundra-Gundagai Regional Council

## Opinion

I have audited the accompanying special purpose financial statements (the financial statements) of Cootamundra-Gundagai Regional Council's (the Council) Declared Business Activities, which comprise the Statement by Councillors and Management, the Income Statement of each Declared Business Activity for the year ended 30 June 2023, the Statement of Financial Position of each Declared Business Activity as at 30 June 2023 and Significant accounting policies note.

The Declared Business Activities of the Council are:

- Water supply
- Sewerage

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Council's declared Business Activities as at 30 June 2023, and their financial performance for the year then ended, in accordance with the Australian Accounting Standards described in the Significant accounting policies note and the Local Government Code of Accounting Practice and Financial Reporting 2022–23 (LG Code).

My opinion should be read in conjunction with the rest of this report.

## Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as the auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

**Level 19, Darling Park Tower 2, 201 Sussex Street, Sydney NSW 2000**
GPO Box 12, Sydney NSW 2001 | **t** 02 9275 7101 | mail@audit.nsw.gov.au | audit.nsw.gov.au

## Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the Significant accounting policies note to the financial statements which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the Council's financial reporting responsibilities under the LG Code. As a result, the financial statements may not be suitable for another purpose.

## Other Information

The Council's annual report for the year ended 30 June 2023 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and Special Schedule 'Permissible income for general rates'.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

## The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements and for determining that the accounting policies, described in the Significant accounting policies note to the financial statements, are appropriate to meet the requirements in the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

## Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.

Min Lee
Delegate of the Auditor-General for New South Wales

30 October 2023
SYDNEY

# Cootamundra-Gundagai Regional Council

## SPECIAL SCHEDULES

for the year ended 30 June 2023

# Cootamundra-Gundagai Regional Council

## Special Schedules
for the year ended 30 June 2023

Contents Page

**Special Schedules:**

Permissible income for general rates 3

Report on infrastructure assets as at 30 June 2023 7

# Cootamundra-Gundagai Regional Council

## Permissible income for general rates

| $ '000 | Notes | Calculation 2022/23 | Calculation 2023/24 |
|---|---|---|---|
| **Notional general income calculation** [1] | | | |
| Last year notional general income yield | a | 9,215 | **10,697** |
| Plus or minus adjustments [2] | b | 9 | **9** |
| **Notional general income** | c = a + b | **9,224** | **10,706** |
| **Permissible income calculation** | | | |
| Special variation percentage [3] | d | 16.00% | **5.00%** |
| Plus special variation amount | h = d x (c + g) | 1,476 | **535** |
| **Sub-total** | k = (c + g + h + i + j) | **10,700** | **11,241** |
| Plus (or minus) last year's carry forward total | l | (1) | **2** |
| **Sub-total** | n = (l + m) | **(1)** | **2** |
| **Total permissible income** | o = k + n | 10,699 | **11,243** |
| Less notional general income yield | p | 10,697 | **11,242** |
| **Catch-up or (excess) result** | q = o – p | 2 | **1** |
| **Carry forward to next year** [6] | t = q + r + s | 2 | **1** |

**Notes**

(1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.

(2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the *Valuation of Land Act 1916 (NSW)*.

(3) The 'special variation percentage' is inclusive of the rate peg percentage and where applicable, the Crown land adjustment.

(6) Carry-forward amounts which are in excess (an amount that exceeds the permissible income) require Ministerial approval by order published in the *NSW Government Gazette* in accordance with section 512 of the Act. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.

# INDEPENDENT AUDITOR'S REPORT

**Special Schedule – Permissible income for general rates**

**Cootamundra-Gundagai Regional Council**

To the Councillors of Cootamundra-Gundagai Regional Council

## Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Cootamundra-Gundagai Regional Council (the Council) for the year ending 30 June 2024.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting 2022–23 (LG Code) and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

## Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

## Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the special purpose framework used to prepare the Schedule. The Schedule has been prepared for the purpose of fulfilling the Council's reporting obligations under the LG Code. As a result, the Schedule may not be suitable for another purpose.

## Other Information

The Council's annual report for the year ended 30 June 2023 includes other information in addition to the Schedule and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements, special purpose financial statements and Special Schedule 'Report on infrastructure assets as at 30 June 2023'.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and the special purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

## The Councillors' Responsibilities for the Schedule

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

## Auditor's Responsibilities for the Audit of the Schedule

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar8.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.

Min Lee
Delegate of the Auditor-General for New South Wales

30 October 2023
SYDNEY

# Cootamundra-Gundagai Regional Council

## Report on infrastructure assets as at 30 June 2023

| Asset Class | Asset Category | Estimated cost to bring assets to satisfactory standard $ '000 | Estimated cost to bring to the agreed level of service set by Council $ '000 | 2022/23 Required maintenance [a] $ '000 | 2022/23 Actual maintenance $ '000 | Net carrying amount $ '000 | Gross replacement cost (GRC) $ '000 | Assets in condition as a percentage of gross replacement cost 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Buildings** | Buildings - non-specialised | 621 | 621 | – | 90 | 8,538 | 2,895 | 15.0% | 27.0% | 24.0% | 31.0% | 3.0% |
| | Buildings - specialised | 461 | 461 | – | 260 | 24,297 | 49,019 | 20.0% | 10.0% | 29.0% | 33.0% | 8.0% |
| | Other structures | 19 | 19 | – | 24 | – | 11,933 | 30.0% | 18.0% | 41.0% | 9.0% | 2.0% |
| | **Sub-total** | **1,101** | **1,101** | **–** | **374** | **32,835** | **63,847** | **21.6%** | **12.3%** | **31.0%** | **28.4%** | **6.7%** |
| **Roads** | Sealed roads | 109 | 109 | – | 4,075 | 202,444 | 268,671 | 67.0% | 19.0% | 14.0% | 0.0% | 0.0% |
| | Unsealed roads | 632 | 632 | – | 1,574 | 28,765 | 37,584 | 88.0% | 6.0% | 4.0% | 2.0% | 0.0% |
| | Bridges | 1,851 | 1,851 | – | 68 | 63,718 | 77,426 | 34.0% | 42.0% | 19.0% | 3.0% | 2.0% |
| | Footpaths | 44 | 44 | – | – | 6,639 | 8,031 | 42.0% | 43.0% | 13.0% | 1.0% | 1.0% |
| | Kerb & gutter | 808 | 808 | – | – | 33,008 | 38,161 | 27.0% | 37.0% | 26.0% | 10.0% | 0.0% |
| | Other road assets (incl. bulk earth works) | – | – | – | – | 171,878 | 227,503 | 100.0% | 0.0% | 0.0% | 0.0% | 0.0% |
| | **Sub-total** | **3,444** | **3,444** | **–** | **5,717** | **506,452** | **657,376** | **73.1%** | **15.7%** | **9.9%** | **1.1%** | **0.2%** |
| **Water supply network** | Water supply network | 9,688 | 9,688 | – | 286 | 20,861 | 40,418 | 19.0% | 10.0% | 25.0% | 27.0% | 19.0% |
| | **Sub-total** | **9,688** | **9,688** | **–** | **286** | **20,861** | **40,418** | **19.0%** | **10.0%** | **25.0%** | **27.0%** | **19.0%** |
| **Sewerage network** | Sewerage network | 7,519 | 7,519 | – | 525 | 50,735 | 73,483 | 37.0% | 4.0% | 41.0% | 12.0% | 6.0% |
| | **Sub-total** | **7,519** | **7,519** | **–** | **525** | **50,735** | **73,483** | **37.0%** | **4.0%** | **41.0%** | **12.0%** | **6.0%** |
| **Stormwater drainage** | Stormwater drainage | – | – | – | – | 18,422 | 27,730 | 29.0% | 19.0% | 52.0% | 0.0% | 0.0% |
| | **Sub-total** | **–** | **–** | **–** | **–** | **18,422** | **27,730** | **29.0%** | **19.0%** | **52.0%** | **0.0%** | **0.0%** |
| **Open space / recreational assets** | Other | 13 | 13 | – | 976 | 8,560 | 14,524 | 14.0% | 19.0% | 47.0% | 19.0% | 1.0% |
| | Swimming Pools | – | – | – | 39 | 5,947 | 12,048 | 31.0% | 30.0% | 18.0% | 21.0% | 0.0% |
| | **Sub-total** | **13** | **13** | **–** | **1,015** | **14,507** | **26,572** | **21.7%** | **24.0%** | **33.9%** | **19.9%** | **0.5%** |
| | **Total – all assets** | **21,765** | **21,765** | **–** | **7,917** | **643,812** | **889,426** | **61.1%** | **14.6%** | **16.7%** | **5.6%** | **2.0%** |

(a) Required maintenance is the amount identified in Council's asset management plans.

**Infrastructure asset condition assessment 'key'**

| # | Condition | Integrated planning and reporting (IP&R) description |
|---|---|---|
| 1 | Excellent/very good | No work required (normal maintenance) |

continued on next page

## Cootamundra-Gundagai Regional Council

### Report on infrastructure assets as at 30 June 2023 (continued)

| | | |
|---|---|---|
| **2** | **Good** | Only minor maintenance work required |
| **3** | **Satisfactory** | Maintenance work required |
| **4** | **Poor** | Renewal required |
| **5** | **Very poor** | Urgent renewal/upgrading required |

# Cootamundra-Gundagai Regional Council

## Report on infrastructure assets as at 30 June 2023

### Infrastructure asset performance indicators (consolidated) *

| $ '000 | Amounts 2023 | Indicator 2023 | Indicators 2022 | Indicators 2021 | Benchmark |
|---|---|---|---|---|---|
| **Buildings and infrastructure renewals ratio** | | | | | |
| Asset renewals [1] | 9,790 | 98.79% | 340.36% | 154.34% | > 100.00% |
| Depreciation, amortisation and impairment | 9,910 | | | | |
| **Infrastructure backlog ratio** | | | | | |
| Estimated cost to bring assets to a satisfactory standard | 21,765 | 3.32% | 3.49% | 4.26% | < 2.00% |
| Net carrying amount of infrastructure assets | 655,197 | | | | |
| **Asset maintenance ratio** | | | | | |
| Actual asset maintenance | 7,917 | ∞ | ∞ | ∞ | > 100.00% |
| Required asset maintenance | – | | | | |
| **Cost to bring assets to agreed service level** | | | | | |
| Estimated cost to bring assets to an agreed service level set by Council | 21,765 | 2.45% | 2.45% | 3.08% | |
| Gross replacement cost | 889,426 | | | | |

(*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

# Cootamundra-Gundagai Regional Council

## Report on infrastructure assets as at 30 June 2023

### Infrastructure asset performance indicators (by fund)

| $ '000 | General fund 2023 | General fund 2022 | Water fund 2023 | Water fund 2022 | Sewer fund 2023 | Sewer fund 2022 | Benchmark |
|---|---|---|---|---|---|---|---|
| **Buildings and infrastructure renewals ratio** | | | | | | | |
| Asset renewals [1] / Depreciation, amortisation and impairment | ∞ | ∞ | ∞ | ∞ | ∞ | ∞ | > 100.00% |
| **Infrastructure backlog ratio** | | | | | | | |
| Estimated cost to bring assets to a satisfactory standard / Net carrying amount of infrastructure assets | **0.78%** | 0.81% | **46.44%** | 48.70% | **14.82%** | 15.63% | < 2.00% |
| **Asset maintenance ratio** | | | | | | | |
| Actual asset maintenance / Required asset maintenance | ∞ | ∞ | ∞ | ∞ | ∞ | ∞ | > 100.00% |
| **Cost to bring assets to agreed service level** | | | | | | | |
| Estimated cost to bring assets to an agreed service level set by Council / Gross replacement cost | **0.59%** | 0.59% | **23.97%** | 23.97% | **10.23%** | 10.23% | |

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

## 8.3.2 FINANCE UPDATE - OCTOBER 2023

| | |
|---|---|
| DOCUMENT NUMBER | 402617 |
| REPORTING OFFICER | Zac Mahon, Manager Finance |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.1 A clear strategic direction that is delivered upon |
| 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 Finance Update report, be received and noted.**

Report

The October Finance Update has been reviewed and no issues have been detected. Please note pre QBR budget figures have been used.

**Operations**

*Income*

The operational income is at 44% when comparing actual to budget, with the annual rates already being recognised as income but becoming due and payable quarterly throughout the year.

| Department | ACTUAL YTD | BUDGET | % Rec'd | Result | Comment |
|---|---|---|---|---|---|
| Development & Building | 214,553 | 315,000 | 68% | ☺ | Corresponding Increase in Expense |
| Finance | 9,708,154 | 12,118,026 | 80% | ☺ | Rate income recognised |
| Business | 40,316 | 288,000 | 14% | ☺ | Library Subsidy adjusted in QBR to Grant Income |
| Executive | 11,185 | 40,000 | 28% | ☺ | OK |
| Regional Services - Cootamundra | 2,231,882 | 3,553,500 | 63% | ☺ | Waste income recognised |
| Regional Services - Gundagai | 1,195,530 | 1,441,500 | 83% | ☺ | Waste income recognised |
| Engineering - Cootamundra | 200,780 | 483,084 | 42% | ☺ | OK |
| Engineering - Gundagai | 182,328 | 455,116 | 40% | ☺ | OK |

| | | | | | |
|---|---|---|---|---|---|
| Water - Cootamundra | 751,601 | 3,092,720 | 24% | ☺ | OK Only 1 quarter billed |
| Water - Gundagai | 370,192 | 1,523,280 | 24% | ☺ | OK Only 1 quarter billed |
| Sewer - Cootamundra | 649,449 | 2,753,150 | 24% | ☺ | OK Only 1 quarter billed |
| Sewer - Gundagai | 172,638 | 731,850 | 24% | ☺ | OK Only 1 quarter billed |
| Grants & Contributions | 5,104,149 | 20,970,274 | 24% | ☺ | OK |
| **TOTAL** | **20,832,757** | **47,765,500** | **44%** | ☺ | **OK** |

*Expenditure*

The Operational expenditure actual spend to budget is at 30% which is tracking well to budget. Finance, in collaboration with the department manager will review the spend in Gundagai Sewer.

| Department | ACTUAL YTD | COMMTS | TOTAL YTD | BUDGET | % Spent | Result | Comment |
|---|---|---|---|---|---|---|---|
| Development & Building | 450,717 | 3,784 | 454,501 | 1,223,715 | 37% | ☺ | Corresponding increase in Revenue |
| Finance | 3,899,816 | 31,167 | 3,930,984 | 12,584,325 | 31% | ☺ | OK |
| Business | 1,206,200 | 53,989 | 1,260,189 | 3,430,000 | 37% | ☺ | OK |
| Executive | 625,667 | 130,424 | 756,091 | 1,800,000 | 42% | ☺ | OK |
| Regional Services - Cootamundra | 1,440,633 | 13,783 | 1,454,415 | 5,189,300 | 28% | ☺ | OK |
| Regional Services - Gundagai | 780,656 | 49,194 | 829,849 | 2,407,200 | 34% | ☺ | OK |
| Engineering - Cootamundra | 1,986,484 | 684,132 | 2,670,616 | 9,953,520 | 27% | ☺ | OK |
| Engineering - Gundagai | 1,117,397 | 125,100 | 1,242,497 | 5,174,400 | 24% | ☺ | OK |
| Water - Cootamundra | 465,012 | 10,974 | 475,987 | 2,154,050 | 22% | ☺ | Overheads to be allocated |
| Water - Gundagai | 310,455 | 5,405 | 315,861 | 1,060,950 | 30% | ☺ | Overheads to be allocated |
| Sewer - Cootamundra | 382,991 | 22,088 | 405,079 | 1,429,900 | 28% | ☺ | Overheads to be allocated |
| Sewer - Gundagai | 151,298 | 5,744 | 157,043 | 380,100 | 41% | 😐 | High compared to budget, Overheads to be allocated |
| **TOTAL** | **12,817,328** | **1,135,783** | **13,953,111** | **46,787,460** | **30%** | ☺ | **OK** |

**Capital**

*Income*

Capital income is at 22% of budget as at 31 October 2023, the plant replacement program has been planned and is progressing in line with budget estimates.

| **CAPITAL INCOME to 31 October 2023** | | | | | |
|---|---|---|---|---|---|
| **ASSET CATEGORY** | **TOTAL YTD** | **BUDGET** | **% SPENT** | **RESULT** | **COMMENTS** |
| Plant & Equipment - Cootamundra | 48727 | 188750 | 26% | ☺ | |
| Plant & Equipment - Gundagai | 35909 | 188750 | 19% | ☺ | |
| **TOTAL** | **84636** | **377500** | **22%** | ☺ | **OK** |

*Expenditure*

Capital expenditure is at 22% of budget as at 31 October 2023. Council is continuing to develop a program of works that will forecast expected capital expenditure to ensure projects are progressing.

| **ASSET CATEGORY** | **TOTAL YTD** | **BUDGET** | **% SPENT** | **RESULT** | **COMMENTS** |
|---|---|---|---|---|---|
| Bridges - Cootamundra | 0 | 0 | 0% | ☺ | N/A |
| Bridges - Gundagai | 46307 | 920000 | 5% | ☺ | |
| Buildings - Cootamundra | 58903 | 1119502 | 5% | 😐 | Finance to follow up re status of projects |
| Buildings - Gundagai | 22134 | 790067 | 3% | 😐 | Finance to follow up re status of projects |
| Land - Cootamundra | 59350 | 0 | 0% | ☺ | Expenditure covered by building reserve |
| Land - Gundagai | 0 | 0 | 0% | ☺ | N/A |
| Plant & Equipment - Cootamundra | 1088678 | 1240378 | 88% | ☺ | |
| Plant & Equipment - Gundagai | 516527 | 1240378 | 42% | ☺ | |
| Cemeteries - Cootamundra | 0 | 0 | 0% | ☺ | N/A |
| Cemeteries - Gundagai | 0 | 80000 | 0% | 😐 | Finance to follow up re status of projects |
| Recreation - Cootamundra | 144693 | 0 | 0% | ☺ | QBR Adjustment to cover grant funded expenditure |
| Recreation - Gundagai | 139135 | 1334805 | 10% | ☺ | Finance to follow up re status of projects |
| Roads - Cootamundra | 1197625 | 2136550 | 56% | ☺ | Works at planning/procurement stage |
| Roads - Gundagai | 602326 | 4071550 | 15% | ☺ | Works at planning/procurement stage |

| | | | | | |
|---|---|---|---|---|---|
| Waste - Cootamundra | 0 | 522000 | 0% | 😐 | Finance to follow up re status of projects |
| Waste - Gundagai | 0 | 520000 | 0% | 😐 | Finance to follow up re status of projects |
| Sewer - Cootamundra | 55883 | 2850000 | 2% | ☺ | Works at planning/procurement stage |
| Sewer - Gundagai | 381540 | 745000 | 51% | ☺ | OK |
| Water - Cootamundra | 87932 | 1240000 | 7% | ☺ | Works at planning/procurement stage |
| Water - Gundagai | 2000 | 1584000 | 0% | ☺ | Works at planning/procurement stage |
| **TOTAL** | **4403033** | **20394230** | **22%** | ☺ | **OK** |

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.

## 8.3.3 RESTRICTED CASH RECONCILIATION

| | |
|---|---|
| DOCUMENT NUMBER | 402696 |
| REPORTING OFFICER | Zac Mahon, Manager Finance |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.1 A clear strategic direction that is delivered upon |
| 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 Restricted Cash Reconciliation report, be received and noted.**

Report

The restricted cash figures have been reconciled to 31 October 2023 as shown in the below table.

| Internally Restricted Reserves | Bal 30 June 2023 | Transfers To | Transfers From | Bal 31 Oct 2023 |
|---|---|---|---|---|
| Aerodrome Bitumen Resurfacing | 165,588 | | | 165,588 |
| Bradman's Birthplace | 94,337 | | | 94,337 |
| Cootamundra Caravan Park | 172,553 | 19,732 | (2,336) | 189,949 |
| Heritage Centre | 27,181 | 264 | | 27,445 |
| Development - Land & Buildings | 1,182,693 | | 30,476 | 1,213,169 |
| Employee Leave Entitlements | 1,774,746 | | | 1,774,746 |
| Quarries & Pit Restoration | 570,207 | 1,556 | | 571,763 |
| Plant Replacement | 3,026,533 | 1,501,080 | (1,579,269) | 2,948,344 |
| Saleyards | 0 | 60,745 | (74,952) | 0 |
| Swimming Pool Pump & Equipment | 0 | | | 0 |
| Cemetery | 102,989 | 27,935 | (15,087) | 115,837 |
| Southern Phone | 586,464 | | | 586,464 |
| Waste Management | 500,000 | | | 500,000 |
| | 8,203,291 | 1,611.312 | (1,641,168) | 8,187,642 |

| Externally Restricted Reserves | | | | |
|---|---|---|---|---|
| Domestic Waste | 806,958 | 579,099 | (137,208) | 1,248,849 |
| Water Supply | 7,462,014 | 1,121,848 | (858,387) | 7,725,475 |
| Sewerage Service | 5,402,866 | 822,104 | (952,623) | 5,272,347 |
| Stormwater Infrastructure Renewal | 262,011 | 31,949 | | 293,960 |
| Developer Contributions | 1,037,818 | 24,939 | | 1,062,757 |
| General Fund Unspent Grants & Contributions | 6,665,901 | | (589,322) | 6,076,579 |
| | 21,637,568 | 2,579,939 | (2,537,540) | 21,679,967 |
| **TOTALS** | **29,840,858** | **4,191,251** | **(4,178,078)** | **29,867,608** |

Restricted Cash Reconciliation

| | |
|---|---|
| Restricted Cash | 29,867,608 |
| Cash at 31 October 2023 | 29,959,036 |
| Unrestricted Balance | 91,428 |
| Grant Debtors Outstanding | 237,704 |
| Balance | 329,132 |

Financial

There are no financial implications associated with this report.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.

## 8.3.4 EARLY REPAYMENT OF GRADER LOAN

| | |
|---|---|
| DOCUMENT NUMBER | 403143 |
| REPORTING OFFICER | Zac Mahon, Manager Finance |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.1 A clear strategic direction that is delivered upon |
| FINANCIAL IMPLICATIONS | Estimated financial benefit of $102,659. |
| LEGISLATIVE IMPLICATIONS | There are no Legislative implications associated with this report. |
| POLICY IMPLICATIONS | There are no Policy implications associated with this report. |
| ATTACHMENTS | Nil |

**RECOMMENDATION:**

**That Council:**

1. **Authorise the early repayment of the fixed rate loan for Plant No. 1206 John Deere Grader, in the sum of $359,400 to the Commonwealth Bank of Australia; and**
2. **Authorise the Interim General Manager to complete any documentation associated with the transaction.**

Discussion

A review of Council's loans has identified a long-term cost saving if the fixed rate loan for purchase of a John Deere Grader was paid out early. The benefits being approximately $71,000 lump sum payment back to Council to recognise the increase in the RBA cash rate since the loan commenced in March 2020, there will also be future benefits of $31,659 of interest that will no longer be due and payable from 2023 to 2030.

The cash cost would be approximately $359,400 which is made up of principal and accrued interest, this would be funded from the plant reserve and principal repayments which will not affect the operational bottom line as it is a capital expense. An adjustment has been proposed in quarterly budget review report and Council has sufficient funds to cover this expense.

Financial

Estimated financial benefit to Council of $102,659.

OLG 23a Guideline consideration

Report does not conflict with any guidelines.

## 8.3.5 QUARTERLY BUDGET REVIEW STATEMENT - SEPTEMBER 2023

| | |
|---|---|
| DOCUMENT NUMBER | 403024 |
| REPORTING OFFICER | Zac Mahon, Manager Finance |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.1 A clear strategic direction that is delivered upon |
| FINANCIAL IMPLICATIONS | Reduction of net operating result of $1.982m predicting a $1.004m deficit at 30 June 2024. Increase in Capital expenditure of $1.489m, sourced from grants and reserves. |
| LEGISLATIVE IMPLICATIONS | Compliance with Clause 203(1) of the Local Government (General) Regulation, 2005 requires that, not later than 2 months after the end of each quarter, excluding the June quarter, the responsible accounting officer must submit a budget review statement to Council. The format of the review must be consistent with the minimum requirements contained in the Quarterly Budget Review Statement Guidelines provided by the Office of Local Government. |
| POLICY IMPLICATIONS | There are no Policy implications associated with this report. |
| ATTACHMENTS | 1. September 2023 Quarterly Budget Review ⇩ |

**RECOMMENDATION**

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

Introduction

The purpose of this report is to present a summary of Council's financial position at the end of the quarter, and to report on progress made against the original budget adopted by Council in its 2023-24 Operational Plan. A summary of operating budget variances, together with details of capital projects expenditure, are included in the September 2023 Quarterly Budget Review documents attached to the report.

Discussion

Details of the budget variations are included in the attached report below. There have been adjustments made to the capital and operational budget to accurately reflect the expected actual result as at 30 June 2024. Council is projecting an operating deficit of 1.004m based on current figures due to the prepayment of the 2024 financial assistance grant of 5.3m in 2023. Without this event Council would be projecting a surplus of 4.296m. It isn't possible to predict if the financial assistance grant will be paid in advance for the 2025 year.

Financial

Reduction of net operating result of $1.982m predicting a $1.004m deficit at 30 June 2024. Increase in Capital expenditure of $1.489m, noting this is offset by grant and reserve funding.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.

Cootamundra-Gundagai Regional Council

**Quarterly Budget Review Statement**
for the period 01/07/23 to 30/09/23

**Table of contents**


1. Responsible accounting officer's statement
2. Income & expenses budget review statement's
3. Capital budget review statement
4. Cash & investments budget review statement
5. Key performance indicator (KPI) budget review statement
6. Contracts & other expenses budget review statement
7. Additional statements

Cootamundra-Gundagai Regional Council **Quarterly Budget Review Statement**
for the period 01/07/23 to 30/09/23

**Report by Responsible Accounting Officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:
It is my opinion that the Quarterly Budget Review Statement for Cootamundra-Gundagai Regional Council for the quarter ended 30/09/23 indicates that Council's projected financial position at 30/6/24 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

**Signed:** Zac Mahon **Date:** 16/11/2023

Zac Mahon
Manager Finance

Cootamundra-Gundagai Regional Council **Quarterly Budget Review Statemen**
for the period 01/07/23 to 30/09/2

**Income & Expenses**

Budget review for the quarter ended 30 September 2023
**Income & expenses - Council Consolidated**

| ($000's) | Original budget 2023/24 | Revised budget 2023/24 | Variations for this Sep Qtr | Notes | Projected year end result | Actual YTD figures |
|---|---|---|---|---|---|---|
| **Income** | | | | | | |
| Rates and annual charges | 19,263 | 19,263 | | | 19,263 | 15,414 |
| User charges and fees | 4,986 | 4,986 | | | 4,986 | 1,973 |
| Other revenues | 1,301 | 1,301 | | | 1,301 | 284 |
| Grants and contributions - operating | 12,298 | 12,298 | (1,373) | 2.1 | 10,925 | 207 |
| Grants and contributions - capital | 8,672 | 8,672 | 1,194 | 2.2 | 9,866 | 643 |
| Interest and investment revenue | 1,245 | 1,245 | | | 1,245 | 384 |
| **Total income from continuing operations** | **47,765** | **47,765** | **-179** | | **47,586** | **18,905** |
| **Expenses** | | | | | | |
| Employee benefits and on-costs | 14,709 | 14,709 | | | 14,709 | 3,062 |
| Borrowing costs | 146 | 146 | | | 146 | - |
| Materials and contracts | 19,824 | 19,824 | 230 | 2.3 | 20,054 | 7,176 |
| Depreciation and amortisation | 10,536 | 10,536 | 1573 | 2.4 | 12,109 | 3,027 |
| Other expenses | 1,572 | 1,572 | | | 1,572 | 206 |
| **Total expenses from continuing operations** | **46,787** | **46,787** | **1,803** | | **48,590** | **13,471** |
| **Net operating result from continuing operations** | **978** | **978** | **(1,982)** | | **(1,004)** | **5,434** |
| Discontinued operations - surplus/(deficit) | | - | | | - | |
| **Net operating result from all operations** | **978** | **978** | **(1,982)** | | **(1,004)** | **5,434** |
| **Net Operating Result before Capital Items** | **(7,694)** | **(7,694)** | **(3,176)** | | **(10,870)** | **4,791** |

Cootamundra-Gundagai Regional Council

**Income & expenses budget review statement**
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

| Notes | Details | |
|---|---|---|
| 2.1 | Reduced by amount of 2024 FA Grant received in 2023 financial year | -$5,348,900 |
| | Increase by amount of Operational Grant Funding to be recognised in 2024 | $4,160,000 |
| | Transfer Block grant from operational to capital | -$185,000 |
| 2.2 | Transfer Block grant from capital to operational for West St Rehab | $185,000 |
| | Recognise Capital Grant Income to be received from Capital Projects | $1,009,000 |
| 2.3 | Additional Demerge Expenditure as per resolution 257/2023 | $230,000 |
| | Allocation of Overhead Material and Contract Cost from GF to WF & SF | Net Zero |
| 2.4 | Depreciation updated to account for Sewer Treatment Plant and Tip Remediation | $1,573,000 |

Cootamundra-Gundagai Regional Council

**Quarterly Budget Review Statement**
for the period 01/07/23 to 30/09/23

**Income & Expenses**

Budget review for the quarter ended 30 September 2023
**Income & expenses - General Fund**

| ($000's) | Original budget 2023/24 | Revised budget 2023/24 | Variations for this Sep Qtr | Notes | Projected year end result | Actual YTD figures |
|---|---|---|---|---|---|---|
| **Income** | | | | | | |
| Rates and annual charges | 14,423 | 14,423 | | | 14,423 | 14,224 |
| User charges and fees | 2,380 | 2,380 | | | 2,380 | 1,293 |
| Other revenues | 1,294 | 1,294 | | | 1,294 | 283 |
| Grants and contributions - operating | 12,186 | 12,186 | (1,373) | | 10,813 | 162 |
| Grants and contributions - capital | 8,323 | 8,323 | 1,194 | | 9,517 | 643 |
| Interest and investment revenue | 709 | 709 | | | 709 | 219 |
| **Total income from continuing operations** | **39,315** | **39,315** | **(179)** | | **39,136** | **16,824** |
| **Expenses** | | | | | | |
| Employee benefits and on-costs | 13,595 | 13,595 | | | 13,595 | 2,780 |
| Borrowing costs | 33 | 33 | | | 33 | - |
| Materials and contracts | 16,026 | 16,026 | (1,548) | 2.4 | 14,478 | 6,373 |
| Depreciation and amortisation | 9,609 | 9,609 | 882 | | 10,491 | 2,623 |
| Other expenses | 1,572 | 1,572 | | | 1,572 | 206 |
| **Total expenses from continuing operations** | **40,835** | **40,835** | **(666)** | | **40,169** | **11,982** |
| **Net operating result from continuing operations** | **(1,520)** | **(1,520)** | **487** | | **(1,033)** | **4,842** |
| Discontinued operations - surplus/(deficit) | | - | | | - | |
| **Net operating result from all operations** | **(1,520)** | **(1,520)** | **487** | | **(1,033)** | **4,842** |
| **Net Operating Result before Capital Items** | **(9,843)** | **(9,843)** | **(707)** | | **(10,550)** | **4,199** |

Cootamundra-Gundagai Regional Council

**Quarterly Budget Review Statement**
for the period 01/07/23 to 30/09/23

**Income & Expenses**

Budget review for the quarter ended 30 September 2023
**Income & expenses - Water Fund**

| ($000's) | Original budget 2023/24 | Revised budget 2023/24 | Variations for this Sep Qtr | Notes | Projected year end result | Actual YTD figures |
|---|---|---|---|---|---|---|
| **Income** | | | | | | |
| Rates and annual charges | 2,088 | 2,088 | | | 2,088 | 524 |
| User charges and fees | 2,153 | 2,153 | | | 2,153 | 552 |
| Other revenues | 7 | 7 | | | 7 | 1 |
| Grants and contributions - operating | 57 | 57 | | | 57 | 23 |
| Grants and contributions - capital | 349 | 349 | | | 349 | - |
| Interest and investment revenue | 311 | 311 | | | 311 | 96 |
| **Total income from continuing operations** | **4,965** | **4,965** | **-** | | **4,965** | **1,196** |
| **Expenses** | | | | | | |
| Employee benefits and on-costs | 610 | 610 | - | | 610 | 170 |
| Borrowing costs | 69 | 69 | | | 69 | - |
| Materials and contracts | 2,536 | 2,536 | 1,078 | | 3,614 | 519 |
| Depreciation and amortisation | 486 | 486 | 82 | | 568 | 142 |
| Other expenses | - | - | | | - | - |
| **Total expenses from continuing operations** | **3,701** | **3,701** | **1,160** | | **4,861** | **831** |
| **Net operating result from continuing operations** | **1,264** | **1,264** | **(1,160)** | | **104** | **365** |
| Discontinued operations - surplus/(deficit) | | - | | | - | |
| **Net operating result from all operations** | **1,264** | **1,264** | **(1,160)** | | **104** | **365** |
| **Net Operating Result before Capital Items** | **915** | **915** | **(1,160)** | | **(245)** | **365** |

Cootamundra-Gundagai Regional Council

**Quarterly Budget Review Statement**
for the period 01/07/23 to 30/09/23

**Income & Expenses**

Budget review for the quarter ended 30 September 2023
**Income & expenses - Sewer Fund**

| ($000's) | Original budget 2023/24 | Revised budget 2023/24 | Variations for this Sep Qtr | Notes | Projected year end result | Actual YTD figures |
|---|---|---|---|---|---|---|
| **Income** | | | | | | |
| Rates and annual charges | 2,752 | 2,752 | | | 2,752 | 666 |
| User charges and fees | 453 | 453 | | | 453 | 128 |
| Other revenues | | - | | | - | |
| Grants and contributions - operating | 55 | 55 | | | 55 | 22 |
| Grants and contributions - capital | - | - | | | - | - |
| Interest and investment revenue | 225 | 225 | | | 225 | 69 |
| **Total income from continuing operations** | **3,485** | **3,485** | **-** | | **3,485** | **885** |
| **Expenses** | | | | | | |
| Employee benefits and on-costs | 504 | 504 | - | | 504 | 112 |
| Borrowing costs | 44 | 44 | | | 44 | - |
| Materials and contracts | 1,262 | 1,262 | 700 | | 1,962 | 284 |
| Depreciation and amortisation | 441 | 441 | 609 | | 1,050 | 263 |
| Other expenses | - | - | | | - | - |
| **Total expenses from continuing operations** | **2,251** | **2,251** | **1,309** | | **3,560** | **659** |
| **Net operating result from continuing operations** | **1,234** | **1,234** | **(1,309)** | | **(75)** | **227** |
| Discontinued operations - surplus/(deficit) | | - | | | - | |
| **Net operating result from all operations** | **1,234** | **1,234** | **(1,309)** | | **(75)** | **227** |
| **Net Operating Result before Capital Items** | **1,234** | **1,234** | **(1,309)** | | **(75)** | **227** |

Cootamundra-Gundagai Regional Council **Quarterly Budget Review Statemen**
for the period 01/07/23 to 30/09/2

**Capital Budget Review Statement**

Budget review for the quarter ended 30 September 2023
**Capital budget - Council Consolidated**

| ($000's) | Original budget 2023/24 | Proposed Changes Carry forwards | Notes | Revised budget 2023/24 | Variations for this Sep Qtr | Notes | Projected year end result | Actual YTD figures |
|---|---|---|---|---|---|---|---|---|
| **Capital expenditure** | | | | | | | | |
| - Plant & equipment | 2,481 | | | 2,481 | | | 2,481 | 426 |
| - Land & buildings | 1,910 | | | 1,910 | 311 | 3.1 | 2,221 | 47 |
| - Roads, bridges, footpaths | 7,128 | 304 | 3.5 | 7,432 | 355 | 3.2 | 7,787 | 1,608 |
| - Waste Network | 1,042 | | | 1,042 | | | 1,042 | |
| - Stormwater Drainage | - | | | - | | | - | |
| - Open Space and Recreational | 1,414 | | | 1,414 | 464 | 3.3 | 1,878 | 210 |
| - Water Network Infrastructure | 2,824 | | | 2,824 | | | 2,824 | 10 |
| - Sewer Network Infrastructure | 3,595 | | | 3,595 | | | 3,595 | 183 |
| Loan repayments (principal) | 1,160 | | | 1,160 | 359 | 3.4 | 1,519 | - |
| **Total capital expenditure** | **21,554** | **304** | | **21,858** | **1,489** | | **23,347** | **2,484** |
| **Capital funding** | | | | | | | | |
| Rates & other untied funding | 1,197 | 122 | | 1,319 | - | | 1,319 | 47 |
| Capital grants & contributions | 8,373 | 182 | | 8,555 | 1,009 | | 9,564 | 1,818 |
| Reserves: | | | | | | | | |
| - External restrictions/reserves | 9,503 | | | 9,503 | 121 | | 9,624 | 193 |
| - Internal restrictions/reserves | 2,481 | | | 2,481 | 359 | | 2,840 | 342 |
| Receipts from sale of assets | | | | | | | | |
| - Plant & equipment | | | | - | | | - | 84 |
| - Land & buildings | | | | - | | | - | |
| **Total capital funding** | **21,554** | **304** | **-** | **21,858** | **1,489** | | **23,347** | **2,484** |
| **Net capital funding - surplus/(deficit)** | **-** | **-** | **-** | **-** | **-** | | **-** | **-** |

Cootamundra-Gundagai Regional Council **Quarterly Budget Review Statement**
for the period 01/07/23 to 30/09/23

**Capital budget review statement**
**Recommended changes to revised budget**

Budget variations being recommended include the following material items:

| Notes | Details | |
|---|---|---|
| 3.1 | Gundagai Visitors Information Centre | 298313 |
| | Muttama Hall Kitchen | 12945 |
| | **TOTAL** | **311258** |
| 3.2 | Coota Roads Budget | -1111989 |
| | Kerb Replacement - Hurley St, Ursula to Margaret St (East) | 40000 |
| | Kerb Replacement - Ursula St, MacKay to Hurley St (West) | 68000 |
| | Frampton Rd seg 1212 (Ch 0 to Ch 651) Reseal 23-24 | 29000 |
| | Frampton Rd seg 1213 (Ch 651 to Ch 1863) Reseal 23-24 | 53000 |
| | Frampton Rd seg 1214 (Ch 1863 to Ch 1998) Reseal 23-24 | 7500 |
| | Frampton Rd seg 1217 (Ch 4105 to Ch 5164) Reseal 23-24 | 46000 |
| | Frampton Rd seg 1218 (Ch 5164 to Ch 6604) Reseal 23-24 | 62500 |
| | Frampton Rd seg 1219 (Ch 6604 to Ch 7272) Reseal 23-24 | 29000 |
| | North Berthong Rd seg 1507 (Ch 0 to Ch 1185) Reseal 23-2 | 60000 |
| | North Berthong Rd seg 1508 (Ch 1185 to Ch 3270) Reseal 2 | 105000 |
| | North Berthong Rd seg 1509 (Ch 3270 to Ch 5770) Reseal 2 | 126000 |
| | North Berthong Rd seg 1510 (Ch 5770 to Ch 6275) Reseal 2 | 25500 |
| | North Berthong Rd seg 1511 (Ch 6275 to Ch 6565) Reseal 2 | 14600 |
| | North Berthong Rd seg 1512 (Ch 6565 to Ch 8340) Reseal 2 | 89460 |
| | Cowcumbla Street seg 1123 (Ch 1300 to Ch 1435) Reseal 2 | 17000 |
| | Parker Street seg 1581 (Ch 455 to Ch 657) Reseal 23-24 | 28500 |
| | Wills Street seg 1768 (Ch 394 to Ch 535) Reseal 23-24 | 11000 |
| | Wills Street seg 1769 (Ch 353 to Ch 692) Reseal 23-24 | 12300 |
| | Geraldra Street North seg 1232 (Ch 0 to Ch 136) Reseal 23- | 6700 |
| | Martin Street seg 1453 (Ch 270 to Ch 385) Reseal 23-24 | 5500 |
| | West Street 2 seg 1760 (Ch 0 to Ch 165) Reseal 23-24 | 120000 |
| | Hoskins Street seg 1284 (Ch 540 to Ch 775) Reseal 23-24 | 10000 |
| | Watson Street seg 1747 (Ch 0 to Ch 224) Reseal 23-24 | 8500 |
| | Stormwater Drainage - Coota | -1150 |
| | French St Rehabiliation | 136929 |
| | Gundagai Roads - Capital Works Budget | -1458620 |
| | Regional Roads Repair Grant | -185000 |
| | Regional Roads Reseals | -56280 |
| | Stormwater Drainage - Coota | -1150 |
| | Foothpath Extensions - Old Mill Hanley and West Gundagai | 100000 |
| | Sheridan St Block 3 Upgrade - Stage 2 (Local Roads and C | 270000 |
| | LRCI Round 4 - Budget Only | -494500 |
| | West Street Footpath and Retaining Walls | 280360 |
| | First Avenue Footpath and Gutter Rehabilitation Stage 1 | 214140 |
| | Annie Pyers Drive | 200000 |
| | Burra Road - R2R | 320000 |
| | West St Gundagai Rehab - Punch to Hanley (Repair 160.5k, | 321000 |
| | Reseal: Gobarralong Road Chainages 7.82 - 9.78 | 109760 |
| | Adjungbilly Road Rehabilition (R2R) Chainage 13.79 - 14.04 | 90000 |
| | Reseal: Gobarralong Road Chainages 10.61-12.28 | 93520 |
| | Reseal: Adjungbilly Road Chainage 13.79 - 15.50 | 95760 |
| | Reseal: Three Ways Road Chainage 6.72 - 7.72 | 52020 |
| | Reseal: Wee Jasper Road Chainage 4.75 - 5.75 | 56280 |
| | Reseal: Darbalara Road Chainage 12.88 - 14.31 | 80080 |

| | | |
|---|---|---|
| | Reseal: Tarrabandra Road Chainage 6.93 - 7.93 | 48480 |
| | Drainage Replacements Gundagai Town - Tor Street Draina | 121000 |
| | Kerb and Gutter Replacement West Street | 99000 |
| | **TOTAL** | **354,700** |
| 3.3 | Jubilee Park Enhancement | 121392 |
| | Pioneer Park Stage 2 | 39640 |
| | Gundagai Netball Courts | 8658 |
| | Lindley Park Playground Carpark | 33868 |
| | Owen Vincent Cricket Nets | 25000 |
| | Sherwood Forest LRCI | 135000 |
| | Gundagai Swimming Pool Refurb | 100000 |
| | **TOTAL** | **463558** |
| 3.4 | Prepayment of John Deere Grader Loan | 359400 |
| 3.5 | Tarrabandrah Gravel Resheeting – Council Revenue | 122785 |
| | French Street Rehabilitation – Fixing Local Roads Grant | 181656 |
| | TOTAL | **304441** |

Cootamundra-Gundagai Regional Council

**Quarterly Budget Review Statemen**
for the period 01/07/23 to 30/09/2

**Cash & investments budget review statement**

Budget review for the quarter ended 30 September 2023
**Cash & investments - Council Consolidated**

| ($000's) | Original budget 2023/24 | Revised budget 2023/24 | Variations for this Sep Qtr | Notes | Projected year end result | Actual YTD figures |
|---|---|---|---|---|---|---|
| **Externally restricted** (1) | | | | | | |
| - Domestic Waste Management | 1,450 | 1,450 | (225) | 2.1 | 1,225 | 1,187 |
| - Water Fund | 6,313 | 6,313 | (1,078) | 2.1 | 5,235 | 7,842 |
| - Sewer Fund | 3,315 | 3,315 | (700) | 2.1 | 2,615 | 5,623 |
| - Stormwater Management | 421 | 421 | (121) | 2.2 | 300 | 294 |
| - Developer Contributions - General | 1,337 | 1,337 | | | 1,337 | 1,038 |
| - Specific Purpose Unexpended Grants - General Fund | 5,000 | 5,000 | | | 5,000 | 6,532 |
| **Total externally restricted** | **17,836** | **17,836** | **(2,124)** | | **15,712** | **22,516** |
| (1) Funds that must be spent for a specific purpose | | | | | | |
| **Internally restricted** (2) | | | | | | |
| - Cootamundra Aerodrome | 166 | 166 | | | 166 | 166 |
| - Bradmans Birthplace | 94 | 94 | | | 94 | 94 |
| - Cootamundra Caravan Park | 166 | 166 | | | 166 | 190 |
| - Development - Land & Buildings | 1,893 | 1,893 | | | 1,893 | 1,183 |
| - Employee Leave Entitlements | 1,775 | 1,775 | | | 1,775 | 1,775 |
| - Financial Assistance Grant - Prepaid | | - | | | - | |
| - Quarries & Pit Restoration | 580 | 580 | | | 580 | 572 |
| - Heritage Centre | 26 | 26 | | | 26 | 27 |
| - Plant Replacement | 4,000 | 4,000 | | | 4,000 | 3,441 |
| - Saleyards | - | - | | | - | - |
| - Swimming Pool Pump & Equipment | - | - | | | - | |
| - Cemetery | 85 | 85 | | | 85 | 116 |
| - Southern Phone | 516 | 516 | | | 516 | 586 |
| - Waste Management | 1,255 | 1,255 | | | 1,255 | 500 |
| **Total internally restricted** | **10,556** | **10,556** | **-** | | **10,556** | **8,650** |
| (2) Funds that Council has earmarked for a specific purpose | | | | | | |
| **Unrestricted** (ie. available after the above Restrictions) | 1,608 | 1,608 | 2,124 | | 3,732 | (277) |
| **Total Cash & investments** | **30,000** | **30,000** | | | **30,000** | **30,889** |

Cootamundra-Gundagai Regional Council **Quarterly Budget Review Statement**
for the period 01/07/23 to 30/09/23

**Cash & Investments Budget Review Statement**

**Investments**

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

**Cash**

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 30/09/23

| The YTD cash & investment figure reconciles to the actual balances held as follows: | | **$ 000's** |
|---|---|---|
| Cash at Bank (as per bank statements) | | 3,909 |
| Investments on Hand | | 27,000 |
| less: unpresented cheques | (Timing Difference) | (185) |
| add: undeposited funds | (Timing Difference) | 165 |
| less: receipts not yet updated | (Timing Difference) | - |
| **Reconciled cash at bank & investments** | | 30,889 |
| **Balance as per Review Statement:** | | 30,889 |
| Difference: | | - |

**Recommended changes to revised budget**
Budget variations being recommended include the following material items:

| | |
|---|---|
| 2.1 | Update to recognise overheads being allocated to restricted funds |
| 2.2 | Tor Street Drainage Funded from Stormwater Reserve |

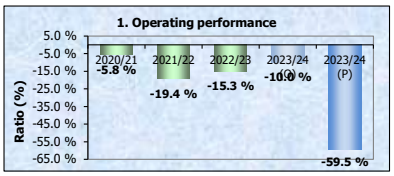
Cootamundra-Gundagai Regional Council

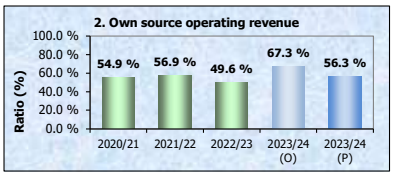
**Quarterly Budget Review Statemer**
for the period 01/07/23 to 30/09/2

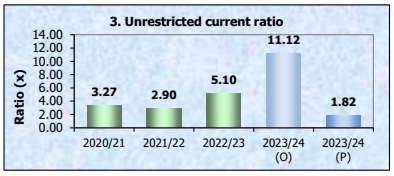
**Key performance indicators budget review statement - Industry KPI's (OLG)**

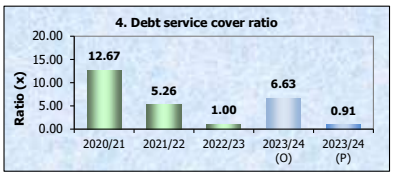
Budget review for the quarter ended 30 September 2023

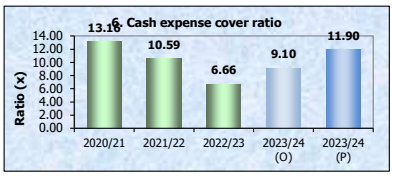
| ($000's) | Current projection Amounts 23/24 | Indicator 23/24 | Original budget 23/24 | Actuals prior periods 22/23 | 21/22 |
|---|---|---|---|---|---|
| NSW local government industry key performance indicators (OLG): | | | | | |
| **1. Operating performance** | | | | | |
| Operating revenue (excl. capital) - operating expenses / Operating revenue (excl. capital grants & contributions) | -10870 / 18262 | -59.5 % | -10.0 % | -15.3 % | -19.4 % |
| This ratio measures Council's achievement of containing operating expenditure within operating revenue. | | | | | |
| **2. Own source operating revenue** | | | | | |
| Operating revenue (excl. ALL grants & contributions) / Total Operating revenue (incl. capital grants & cont) | 26795 / 47586 | 56.3 % | 67.3 % | 49.6 % | 56.9 % |
| This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions. | | | | | |
| **3. Unrestricted current ratio** | | | | | |
| Current assets less all external restrictions / Current liabilities less specific purpose liabilities | 8373 / 4596 | 1.82 | 11.12 | 5.10 | 2.90 |
| To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council. | | | | | |
| NSW local government industry key performance indicators (OLG): | | | | | |
| **4. Debt service cover ratio** | | | | | |
| Operating result before interest & dep. exp (EBITDA) / Principal repayments + borrowing interest costs | 1385 / 1519 | 0.91 | 6.63 | 1.00 | 5.26 |
| This ratio measures the availability of operating cash to service debt including interest, principal and lease payments. | | | | | |
| **6. Cash expense cover ratio** | | | | | |
| Current year's cash & cash equivalents (incl.term deposits) / Operating & financing activities cash flow payments | 30000 / 2520 | 11.90 | 9.10 | 6.66 | 10.59 |
| This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow. | | | | | |



Cootamundra-Gundagai Regional Council

**Quarterly Budget Review Statement**
for the period 01/07/23 to 30/09/23

**Contracts budget review statement**

Budget review for the quarter ended 30 September 2023
**Part A - Contracts listing** - contracts entered into during the quarter

| Contractor | Contract detail & purpose | Contract value | Start date | Completion date | Budgeted (Y/N) | Notes |
|---|---|---|---|---|---|---|
| N/A | | | | | | |

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or $50,000 - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.
3. Contracts for employment are not required to be included.

Cootamundra-Gundagai Regional Council **Quarterly Budget Review Statement**
for the period 01/07/23 to 30/09/23

**Consultancy & legal expenses budget review statement**

Consultancy & legal expenses overview

| **Expense** | **YTD expenditure** (actual dollars) | **Bugeted (Y/N)** |
|---|---|---|
| Consultancies | 20,789 | Y |
| Legal Fees | 24,136 | Y |

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a concultant from other contractors.

**Comments**

Expenditure included in the above YTD figure but not budgeted includes:

**Details**

N/A

## 8.3.6 INVESTMENT REPORT - OCTOBER 2023

| | |
|---|---|
| DOCUMENT NUMBER | 402619 |
| REPORTING OFFICER | Zac Mahon, Manager Finance |
| AUTHORISING OFFICER | Zac Mahon, Manager Finance |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.1 A clear strategic direction that is delivered upon |
| FINANCIAL IMPLICATIONS | Council's cash and investment portfolio decreased $950,140.95 from $30,909,177.09 as at 30th September 2023 to $29,959,036.14 as at 31st October 2023. |
| LEGISLATIVE IMPLICATIONS | Council investments comply fully with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2021. |
| POLICY IMPLICATIONS | Investments comply fully with the Council's Investment Policy. |
| ATTACHMENTS | Nil |

**RECOMMENDATION**

**The report detailing Council Cash and Investments as at 31 October 2023, be received and noted.**

Introduction

A report on Council's Investments is required to be presented for Council's consideration in accordance with Clause 212 of the Loal Government (General) Regulation 2021.

Financial

Council's cash and investment portfolio decreased $950,140.95 from $30,909,177.09 as at 30th September 2023 to $29,959,036.14 as at 31st October 2023.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.

**Cash and Investment Portfolio**

| Type | Long Rating | Short Rating | Issuer | Frequency | Purchase | Maturity | Days | Rate | Benchmark* | Principal |
|---|---|---|---|---|---|---|---|---|---|---|
| TD | A+ | A2 | Macquarie Bank | At Maturity | 1/08/2023 | 1/11/2023 | 92 | 4.98 | 4.16 | $1,000,000.00 |
| TD | BBB | A2 | Beyond Bank | At Maturity | 12/09/2023 | 12/12/2023 | 91 | 4.82 | 4.16 | $4,000,000.00 |
| TD | BBB | A2 | AMP Bank | At Maturity | 15/08/2023 | 16/01/2024 | 154 | 5.20 | 4.16 | $4,000,000.00 |
| TD | AA- | A1+ | CBA | At Maturity | 13/09/2023 | 13/02/2024 | 153 | 4.82 | 4.16 | $4,000,000.00 |
| TD | BBB- | A3 | Judo Bank | At Maturity | 11/10/2023 | 12/03/2024 | 153 | 5.00 | 4.16 | $1,000,000.00 |
| TD | AA- | A1+ | NAB | At Maturity | 13/09/2023 | 12/03/2024 | 181 | 4.95 | 4.16 | $3,000,000.00 |
| TD | AA- | A1+ | NAB | At Maturity | 10/10/2023 | 9/04/2024 | 182 | 5.05 | 4.16 | $4,000,000.00 |
| TD | BBB+ | A2 | Bank of QLD | At Maturity | 10/10/2023 | 7/05/2024 | 210 | 5.10 | 4.16 | $2,000,000.00 |
| CASH | AA- | A1+ | CBA | Monthly | | | | 4.10 | 4.10 | $992,623.83 |
| CASH | AA- | A1+ | CBA | Monthly | | | | 4.10 | 4.10 | $3,933,262.86 |
| CASH | A+ | A1+ | Macquarie Bank | Monthly | | | | 4.40 | 4.10 | $2,005,577.07 |
| CASH | AA- | A1+ | NAB | Monthly | | | | 3.10 | 4.10 | $27,572.38 |
| **Total** | | | | | | | | | | **$29,959,036.14** |

*Benchmarks

On Call - RBA Cash

Floating Rate Deposit - 3m BBSW

Term Deposit - BBSW

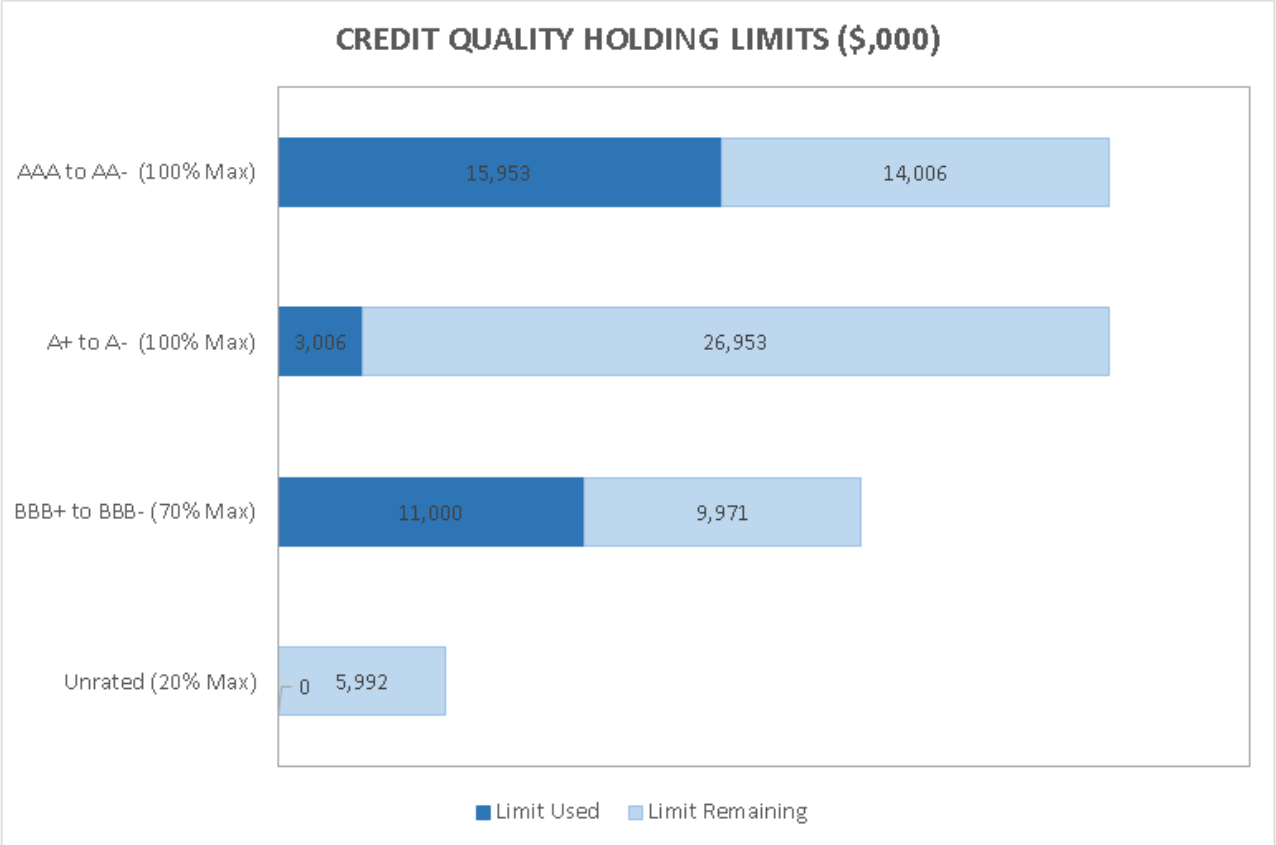
**Performance**

Cootamundra-Gundagai Regional Council's investment portfolio outperformed the relevant BBSW Index benchmark by 15.69%. The average weighted yield for October was 4.80%, over an average weighted term of 84 days, with a benchmark of 4.15%.

| Total Cost | Monthly Interest Received | Weighted Average Term |
|---|---|---|
| 29,959,036 | 122,792 | 84 Days |
| **Total Value** | **Yearly Interest Received** | **Weighted Average Yield** |
| 29,959,036 | 501,993 | 4.80% |

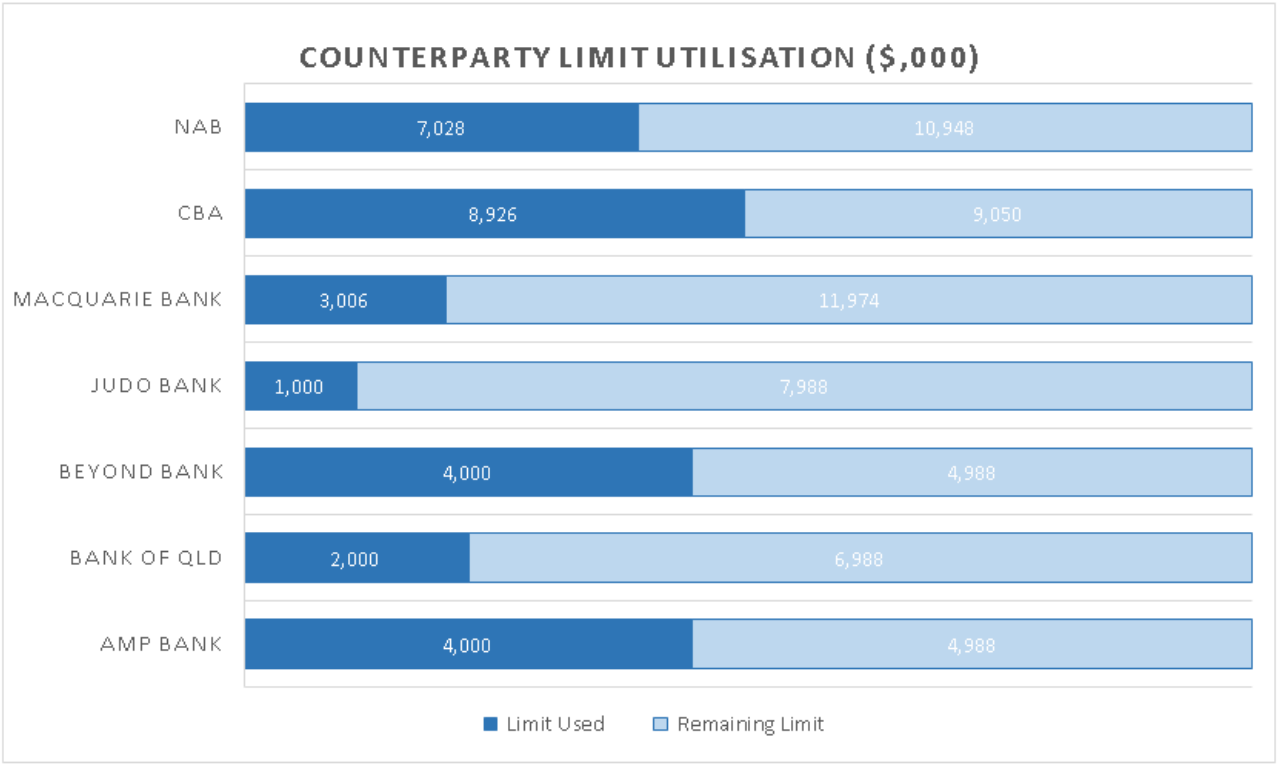
**Credit Quality Compliance**

Council's investment portfolio was compliant with policy in terms of S&P long term rating credit quality limits, as displayed below.



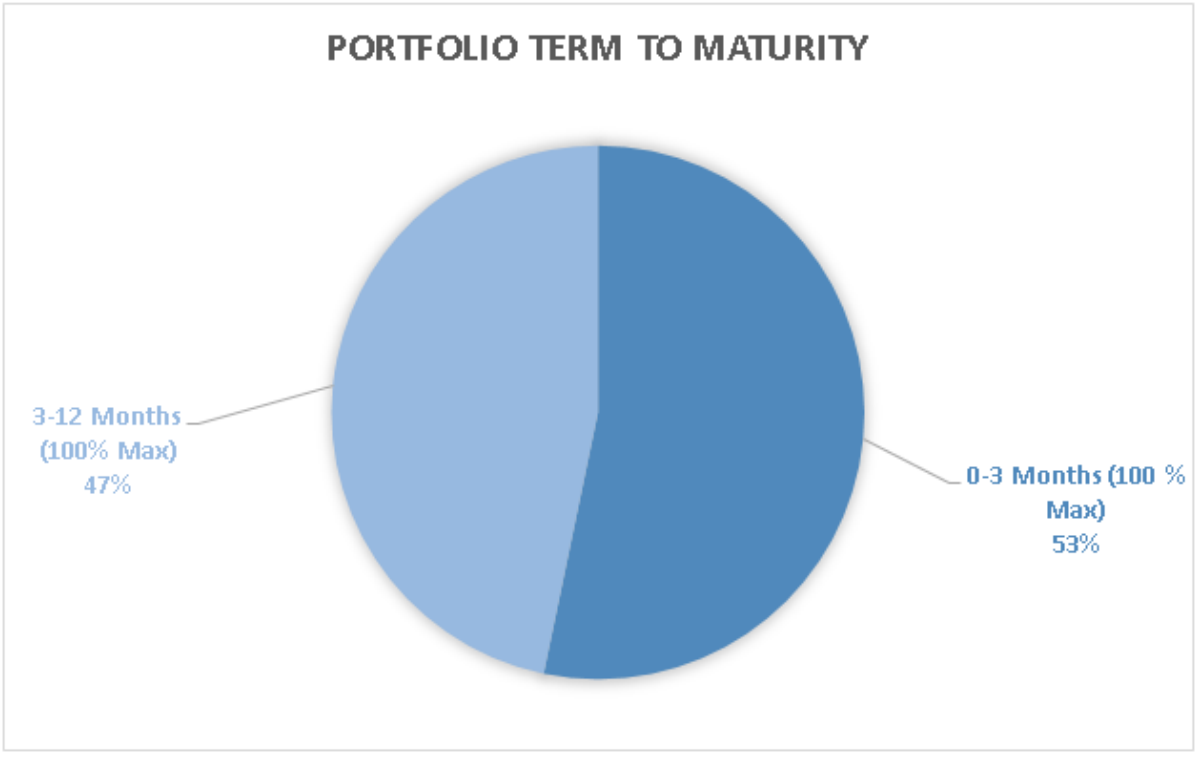
**Counter Party Compliance**

As at the end of October, Council was compliant with policy. It is worth noting that capacity limits are affected by changes in the on-call account balance compared to the total portfolio balance.




**Term to Maturity**

Council's investment portfolio maturities shown graphically below were also compliant with policy requirements. All of the investments are short term to deal with liquidity and to be prepared for the demerger split.



**Declaration**

I hereby certify that investments listed in the report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2021 and Council's Investment Policy.

Signed

Zac Mahon
Responsible Accounting Officer

## 8.4 SUSTAINABLE DEVELOPMENT

### 8.4.1 FLOOD STUDY FOR THE VILLAGES OF COOLAC, NANGUS, TUMBLONG AND DARBARLARA

| | |
|---|---|
| DOCUMENT NUMBER | 402758 |
| REPORTING OFFICER | Craig Perrin, Town Planner |
| AUTHORISING OFFICER | Paul Woods, Interim Deputy General Manager - CCD |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **3. Protected and enhanced environment**<br>4.1 A clear strategic direction that is delivered upon |
| FINANCIAL IMPLICATIONS | Funding for the flood study is sourced from grant allocations. |
| 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**

**A Councillor be nominated to Chair the Gundagai Villages Floodplain Management Committee, with a second Councillor nominated as the alternate Chair.**

Introduction

Council was recently successful in receiving grant funding from the Department of Planning and Environment to carry out a flood study for the villages of Nangus, Coolac, Tumblong and Darbarlara.

A flood study for the villages is identified as a requirement as Phase Two of the Gundagai Flood Study. Once completed, this study will then finalise the flood study requirements for Gundagai and the whole CGRC LGA.

The first requirement of the flood study is to form a Flood Risk Management Committee. The committee will be a representation from various stakeholders including Council staff, Councillor, community representation and other government agencies (such as SES).

The committee acts as a forum to discuss technical, social, economic, environmental and cultural issues from differing viewpoints to contribute to the overall development of a Flood Risk Management Plan.

The initial (introduction) committee meeting will be held at 1pm on Thursday 7th December 2023.

This report is to:

- Inform Council of the commencement of the Gundagai Villages Flood Study and,
- Seek that a Councillor (and alternate) be nominated as members of the Gundagai Villages Floodplain Risk Management Committee.

Discussion

The former Gundagai Shire Council commissioned WMA water to complete a Flood Scoping Study to plan the development of a series of flood studies to examine the flood risks for the major population centres across the former Gundagai Shire Council LGA. The study includes details of available information at the time, methodologies for carrying out the studies and approximate timeframes and budgets.

The scoping study proposed two distinct phases:

- Phase One involved the completion a flood study to define Gundagai Township's flood liability with respect to the Murrumbidgee River. This work included the town of Gundagai and include analysis of Morley's and Jones Creeks.
- Phase Two involved defining design flood information for the rest of land within the LGA impacted by Murrumbidgee River flooding as well as for towns impacted by a combination of river and/or tributary flooding including Coolac, Nangus, Tumblong and Darbalara.

Phase one was effectively completed in 2014 before the flood study was reviewed as part of the subsequent floodplain risk management study and plan, completed in 2018. Council is now able to progress the proposed Phase Two project.

The work proposed in Phase Two includes:

- A flood study for flood liable areas of the entire LGA in regard to flooding from the Murrumbidgee River; and
- Flood studies for the villages of Nangus, Coolac, Tumblong and Darbalara.

The Phase Two Murrumbidgee River flood model will be an important step in Councils overall plan of works to address LGA flood risk. For almost all population centres in the LGA, river levels can contribute to or dominate design flood levels. As such, Nangus, Darbalara, Tumblong and Coolac can potentially have local flooding exacerbated by elevated Murrumbidgee River levels. As such, to inform tail water levels for the hydraulic models for the flood town studies, it is necessary to carry out the whole of LGA Murrumbidgee River modelling prior to carrying out work on the town study areas.

In September 2019, Council received a Gateway Determination for a planning proposal to implement recommendations of the CGRC Villages Strategy 2018. The planning proposal included a component to rezone land and minimum lot size requirements for the villages of Nangus, Coolac and Tumblong. The intention of the planning proposal was to provide for additional dwellings opportunities for theses villages.

As part of the consultation process of the planning proposal, a submission was received from the Department Planning, Industry and Environment. Their submission raised concerns as there was an identified need for a flood study of the village areas and as this had not been completed, the agency could therefore not support the residential intensification of the villages. Resulting from this submission, the planning proposal was amended by removing the village rezoning aspect of the planning proposal.

Rezoning of the village areas, in accordance with the CGRC Village Strategy, will be revisited at a later stage once the Gundagai Villages Flood Study has been completed.

Financial

Expenditure for the works will be sourced from grant funding.

Council was successful in obtaining grant funding of $149,600 from the State Floodplain Management program, managed by the Department of Planning and Environment (DPE). The funding ratio requirement is 4:1 meaning Council will be required to make a co-contribution of $37,400. It is proposed that the $37,400 be funded from the NCIF2 LEP grant allocation.

OLG 23a Guideline consideration

Does not conflict with guidelines.

## 8.5 ENGINEERING COOTAMUNDRA

### 8.5.1 CGRC ENGINEERING REPORT - NOVEMBER 2023

| | |
|---|---|
| DOCUMENT NUMBER | 402700 |
| REPORTING OFFICER | Julie Buckley, Operations Support Officer |
| AUTHORISING OFFICER | Matt Stubbs, Deputy General Manager - Operations |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **5. Integrated and accessible region**<br>5.2 Easily accessible from major cities and other regional towns |
| 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 CGRC Engineering Report for the month of November 2023 be noted.**

Introduction

The CGRC Engineering Report for the month of November 2023 is submitted for the information of Council and the community.

Discussion

*Fixing Local Roads*

Salt Clay Road, Cootamundra. Following the completion of all the culverts and headwalls at the causeway, the road pavements works have been completed allowing the road to be bitumen sealed. Final delineation and signposting are expected to be completed by the end of November.

Pavement works have commenced on stage two of the Brawlin Road (Brawlin) project. These works will see another 1.8km of gravel road upgraded to bitumen seal.

*Roads to Recovery*

Construction teams are starting on the 2km rehabilitation works on Adjungbilly Road, Adjungbilly.

*Regional Roads REPAIR Program*

The second stage of kerb and gutter replacement and asphalt pavement works have commenced on West Street, Gundagai.

*State Highways*

Heavy patching has been completed along the Olympic Highway between Cootamundra and Wallendbeen as well as south down to Tannyinna Gates Rail Crossing. Works are currently underway on the Burley Griffin Way between Stockinbingal and Wallendbeen and are expected to finish the first week of December.

Transport for NSW (TfNSW) has their own construction crew working on a section of the Olympic Highway between Old Gundagai Road and Wallendbeen. These works involve full reconstruction of the pavement that failed during the wet spring of 2022.

Other works on the Olympic Highway involve further culvert widening north of Wallendbeen. This work is a continuation of the road widening projects identified by TfNSW and is being project managed by Council. These works are being undertaken to improve safety and reduce vehicles running off the road at these culverts.

*General works*

Construction teams are starting on the heavy patching works on the Gobarralong Road and Darbalara areas.

The replacement of the kerb and gutter in Ursula Street between MacKay and Hurley Street (Cootamundra) has been completed. Works should commence on the section of kerb in Hurley Street between Ursula and Margaret Street (Cootamundra) in the last week of November. These works were identified in the Moloney Asset Management Plans as priority kerb replacement and is being funded from Council's internal capital works budget.

Bitumen road patching is being undertaken as required across the whole Council area as well as surfaces being prepared for allocated reseals on various roads. Gravel road maintenance has been undertaken on Brawlin Road (Brawlin). Maintenance grading is currently underway on Bundarbo Road, Five Mile and Nangus areas.

Slashing has been undertaken around the Cootamundra township and the Stockinbingal and Wallendbeen villages, as part of the general hazard reduction works, identified by the RFS and Council's general maintenance program.

*Water and Sewer*

Water breaks and sewer chokes are being attended to as required.

The Cootamundra Sewer Rising Main investigation and design has been awarded with initial discussions with the contractor underway. A Consultant has also been engaged to undertake the Cootamundra Sewer Treatment Plant upgrade investigation and design. A Tender is currently being advertised for the replacement of several old water mains in the Cootamundra Township.

Backfilling of the Sludge Lagoon at the Gundagai Sewer Treatment Plant is underway.

Financial

Projects funded from various funding sources, as noted above.

Maintenance works funded from the General Fund.

OLG 23a Guideline consideration

Report purpose does not conflict with guidelines.

## 8.6 ENGINEERING GUNDAGAI

### 8.6.1 GUNDAGAI RAIL BRIDGE

| | |
|---|---|
| DOCUMENT NUMBER | 402998 |
| REPORTING OFFICER | Matt Stubbs, Deputy General Manager - Operations |
| AUTHORISING OFFICER | Steve McGrath, Interim General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.2 Proactive, practical Council leaders who are aligned with community needs and values |
| 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. Correspondance from UGL ⇩ |

**RECOMMENDATION**

**Council consider the report and provide advice to relevant authorities that Middleton Drive and O I Bell Drive are to remain open with appropriate works to be carried out to make the structures safe for motorist and pedestrians.**

Introduction

Council has received correspondence from UGL Regional Linx (UGLRL) the rail infrastructure manager engaged by Transport for NSW (TfNSW) and the Transport Asset Holding Entity of NSW (TAHE).

In the correspondence UGLRL reference the condition of the structure over both Middleton Drive and O I Bell drive and request that Council close access to these roads using powers under the Roads Act as the relevant roads authority.

Discussion

The railway viaduct in Gundagai is a prominent structure that is a state listed heritage asset. The deteriorating condition of the structure has been documented through numerous structural reports and inadequate maintenance has led to the current condition. Council has lobbied for the structure to be repaired to a suitable standard such that the road can remain open and the structure preserved for its heritage value.

Mitigation measures have been installed along the routes to protect motorists and pedestrians from the risk of falling debris from the structure, the request to close both noted roads is not seen as a viable solution. Both roads are relied upon by the local community for access purposes, including to residential, commercial and community facilities that generate significant tourism and income for the local economy.

Council staff acknowledge the risk that has been identified by UGLRL but are reluctant to use their powers under the Roads Act as has been requested given the significant community requirement for access along with the mitigation measures that have been employed by UGLRL, it is suggested that the monitoring of the structure and necessary repairs are to be undertaken as a priority whilst keeping the road open and in safe condition.

Of note is the closure of the Tumut Street section of the same bridge that has been close for several years and of concern, has received no action for reopening to date.

Financial

There are no Finance implications associated with this report.

OLG 23a Guideline consideration

Does not conflict with Guidelines.

UGL REGIONAL LINX

13 November 2023

Cootamundra-Gundagai Regional Council
255 Sheridan Street
Gundagai NSW 2722

Via email: mail@cgrc.nsw.gov.au

Dear Madam/Sir

**SUBJECT: RISK TO HUMAN SAFETY ARISING FROM POTENTIAL COLLAPSE OF GUNDAGAI RAIL BRIDGE**

UGL Regional Linx (**UGLRL**) is the Rail Infrastructure Manager (**RIM**) engaged by Transport for NSW (**TfNSW**) and the Transport Asset Holding Entity of New South Wales (**TAHE**) to deliver the operations and maintenance of the Country Regional Network (**CRN**).

The CRN contains several heritage assets that are listed on the State heritage register maintained under the *Heritage Act 1977* (**Heritage Act**) and that are owned by TfNSW and/or TAHE, including the Gundagai rail bridge located between GPS location -35.06688, 148.11040 to -35.07421, 148.10362 (the **Asset**), which is owned by TAHE and which crosses over parts of Oibell Drive, Landon Street, Middleton Drive, and Tumut Street in Gundagai (the **Roads**) noting that UGLRL has observed that access under the Asset at Landon Street has already been partially prevented and has been wholly prevented at Tumut Street.

We understand that Cootamundra-Gundagai Regional Council (**Council**) is the relevant roads authority (and owner) of the Roads under the *Roads Act 1993* (**Roads Act**). UGLRL is writing to Council in that capacity.

Since taking on the role of RIM, it has become clear to UGLRL that the Asset has not been maintained by TAHE to the standard required by the Heritage Act. The Asset has been assessed by UGLRL to be grossly dilapidated and structurally unsound to a degree that poses a significant and immediate threat to the safety of persons in the vicinity of the Assets. Specifically, the Assets are at risk of partial or total collapse and/or parts falling in the form of debris.

The extent of dilapidation of the Asset is evidenced in the **attached** photos and structural reports previously prepared by Cardno and UGLRL.

This risk remains despite UGLRL having recently completed ‘make safe’ works carried out under ‘Standard Exemption 19’ to section 57(2) of the Heritage Act to reduce the immediate risk of falling debris such as loose bolts or timber sleepers comprising:

- installation of a containment structure under the pedestrian walkway under span 65 at Middleton Drive;
- extension of permanent fencing adjoining the containment structure;
- concrete barriers to secure and protect the heritage piers at Middleton Drive and Oibell Drive spans;
- installation of a bespoke steel frame with netting under span 64 at Middleton Drive;

**UGL Regional Linx Pty Ltd**
Level 2, 161 Kite Street, Orange NSW 2800
PO Box 1069, Orange NSW 2800
**Tel** 1300 661 390
**UGL** | **ACN 646 771 011** | **ugllimited.com**

LINKING COMMUNITIES. CONNECTING CUSTOMERS.

- installation of a bespoke steel frame with netting under span 23 at Oibell Drive
- temporary security fencing and;
- installation of two remote bridge monitoring cameras at Oibell and Middleton Drive.

As you are aware, these works were completed by UGLRL and handed over to the Council on 5 July 2023.. Notwithstanding the completion of the above works, UGLRL remains concerned that the significant and immediate risk to the safety of persons persists and is exacerbated by the fact that the public continue to use the Roads despite parts of the Asset being at risk of collapse (as outlined above).

Given the heritage listing of the Asset, UGLRL are unable to initiate any further fulsome works to address the structural issues in relation to the Asset until TAHE (as owner) has obtained approval for those works under the Heritage Act. Despite UGLRL requests, as at the date of this letter, neither TfNSW nor TAHE have obtained such approval.

Until such time as this occurs, it is UGLRL's position as RIM that there remains the need to mitigate the immediate threat to the safety of persons using the Roads in the vicinity of the Asset.

We therefore request that the Council, as the relevant roads authority (and owner) of the Roads, seek to exercise its powers under the Roads Act (by way of section 103 or otherwise) to immediately carry out or direct works to install fencing and barriers in such a manner so as to block all vehicular and pedestrian access to those parts of the Roads in the vicinity of the Asset and in particular to Oibell Drive at GPS location -35.068727, 148.107834 to ensure that the safety of road users is not further compromised, and for those fences/barriers to remain in place until the safety issues caused by the severe dilapidation have been satisfactorily addressed.

Should you wish to discuss safety concerns arising from the Assets, please contact Vicki Oszko, Director Regional Property and Asset Renewal, TfNSW.

Email: vicki.oszko@transport.nsw.gov.au

Phone: 0419 013 347

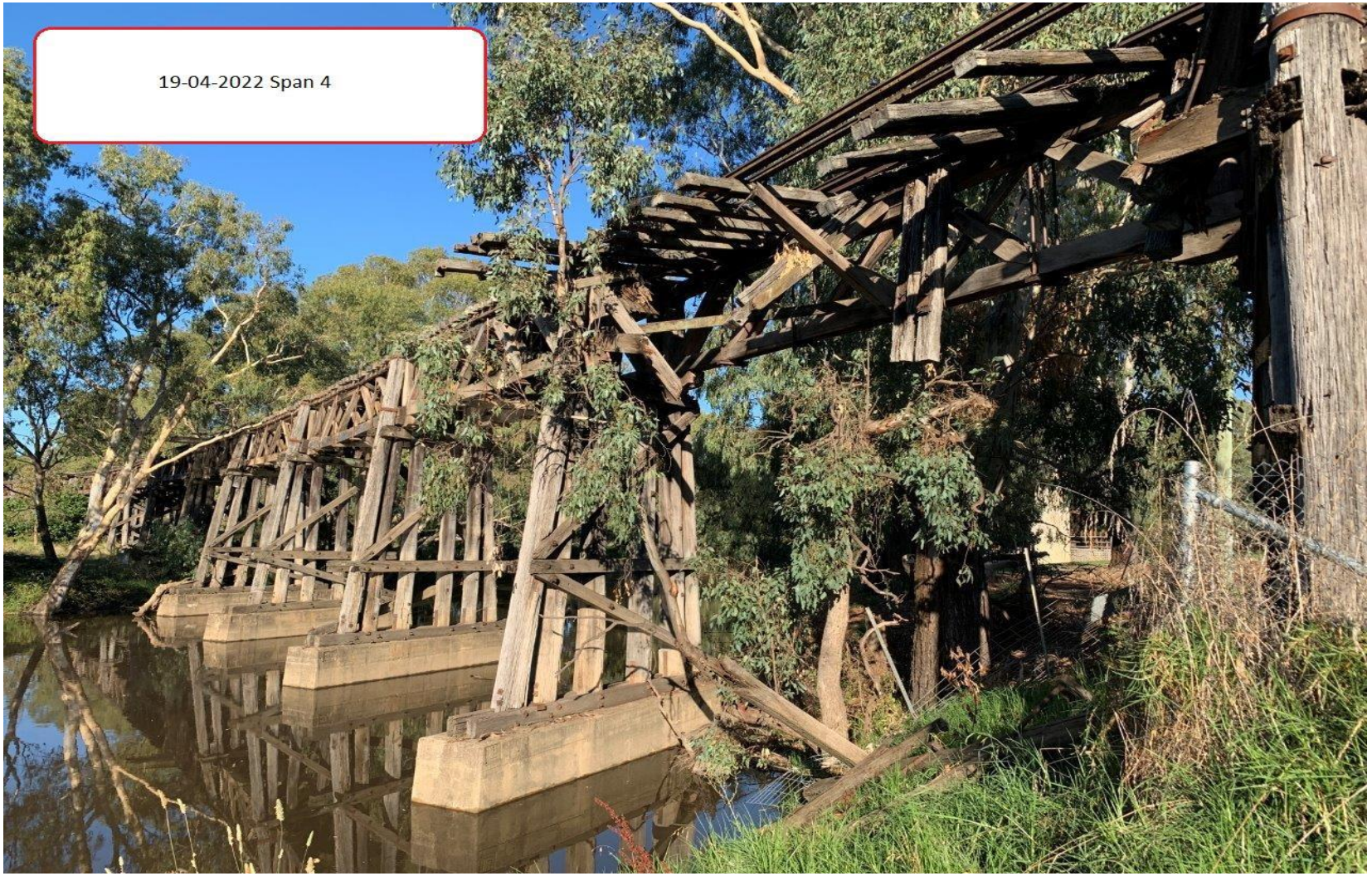
Otherwise, if you would like to discuss any aspect of this letter with UGLRL, please contact Bart Matthews:

Email: bart.matthews@ugllimited.com
Phone: 0478 668 457

Yours sincerely,

Paul Murray
**Service Provider's Representative**
**UGL Regional Linx Pty Ltd**

**Attachment 1. Photographs of the Asset**


19-04-2022 Span 4

Photos of the containment structure and new netting structure at Middletown Drive.

## 8.7 REGIONAL SERVICES GUNDAGAI

### 8.7.1 REGIONAL SERVICES GUNDAGAI WORKS REPORT FOR NOVEMBER 2023

| | |
|---|---|
| DOCUMENT NUMBER | 403157 |
| REPORTING OFFICER | Donna Britton, Operations Support Officer - Facilities |
| AUTHORISING OFFICER | Matt Stubbs, Deputy General Manager - Operations |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **2. A region for the future**<br>2.2 A thriving region that attracts people to live, work and visit |
| 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**

**Regional Services Gundagai Report for November 2023, be received and noted.**

Introduction

The report for November 2023, is a comprehensive summary of Gundagai Regional Services performance during the previous month and intends to give an update on the ongoing works being conducted.

Discussion

This report focuses on the divisions projects as we progress through to completion, details our operational activities, informs and updates the continued routine duties of this division.

1. **Gundagai Parks & Gardens Section – Parks, Reserves, Sporting Fields and Playgrounds.**

   **Achievements for the month of October include:**

   - Spraying and mowing on sporting fields.
   - Tree maintenance on Middleton Dr & Landon St.
   - Rejuvenation of park structures and furniture.
   - Hedging and gardening in the main Street.
   - Mowing of boat ramp Nangus Road.

2. **Cemeteries**

   **Cemetery achievements include:**

   - New signage has been installed at Mount Adrah Cemetery and the gate fixed for easier access.

   - There have been 7 funerals in the previous month across all cemeteries.

- Ongoing maintenance of all 10 cemeteries continues.

3. **Biosecurity Section:**

   **News and Achievements include:**

   - Normal weed control continues to be a priority with qualified staff carrying out successful spot/general spraying.
   - Spray activity areas for the month were Nangus, Tumblong, Coolac, Muttama and Town Streets.

**Below are the General Spray Records for the month of October 2023.**

| General Spray Records for the month of October 2023 | | | | |
|---|---|---|---|---|
| **Date** | **Chemical** | **Quantity** | **Location** | **Weeds** |
| 10/10/2023 | Glyphosate | 9L | Nangus | General |
| | Trimac | 300ml | | |
| | Wetter | 1Ltr | | |
| 12/10/2023 | Glyphosate | 9L | Yarri Park area | General |
| | Trimac | 300ml | | |
| | Wetter | 1Ltr | | |
| 17/10/2023 | Glyphosate | 9L | Tumblong TS | General |
| | Trimac | 300ml | | |
| | Wetter | 1Ltr | | |
| 18/10/2023 | Glyphosate | 9L | Coolac | General |
| | Metsulfuron | 60gms | | |
| | Wetter | 1.2L | | |
| 18/10/2023 | Glyphosate | 9L | Coolac TS | General |
| | Metsulfuron | 60gms | | |
| | Wetter | 1.2L | | |
| 19/10/2023 | Glyphosate | 9L | Muttama | General |
| | Metsulfuron | 60gms | | |
| | Wetter | 1.2L | | |
| 20/10/2023 | Wetter | 1.2L | Town Streets | General |
| | Metsulfuron | 120gms | | |
| | Glyphosate | 9L | | |
| 26/10/2023 | Metsulfuron | 140gms | Cemeteries | General |
| | Trimac | 300gms | | |
| | Glyphosate | 9L | | |

**Below are the spray records for the Roadside spraying completed by Civil for October 2023.**

| Roadside Spray Records for the month of October 2023 | | | | |
|---|---|---|---|---|
| **Date** | **Chemical** | **Quantity** | **Location** | **Weeds** |
| 3/10/2023 | Glyphosate | 12L | Tumblong Rd/Edwardstown Rd | All Weeds |
| | Metsulfuron | 120g | | |
| 3/10/2023 | Glyphosate | 8L | Tumblong Rd | All Weeds |
| | Metsulfuron | 120g | | |
| 27/10/2023 | Glyphosate | 12L | Bethungra Rd | All Weeds |
| | Metasulfuron | 180g | | |
| 27/10/2023 | Glyphosate | 7L | Bethungra Rd | All Weeds |
| | Metsulfuron | 100g | | |
| 27/10/2023 | Glyphosate | 8L | Bethungra Rd | All Weeds |
| | Metsulfuron | 120g | | |
| 27/10/2023 | Glyphosate | 12L | Nangus Rd | All Weeds |
| | Metsulfuron | 180g | | |
| 30/10/2023 | Glyphosate | 6L | Oakhill Rd | All Weeds |
| | Metasulfuron | 80g | | |
| 30/10/2023 | Glyphosate | 8L | Bethungra Rd | All Weeds |
| | Metasulfuron | 120g | | |
| 30/10/2023 | Glyphosate | 8L | Darbalara Rd | All Weeds |
| | Metasulfuron | 120g | | |
| 31/10/2023 | Glyphosate | 6L | Darbalara Rd | All Weeds |
| | Metasulfuron | 80g | | |
| 31/10/2023 | Glyphosate | 8L | Darbalara Rd | All Weeds |
| | Metasulfuron | 120g | | |
| 31/10/2023 | Glyphosate | 8L | Darbalara Rd | All Weeds |
| | Metasulfuron | 120g | | |
| 31/10/2023 | Glyphosate | 8L | Darbalara Rd | All Weeds |
| | Metasulfuron | 120g | | |

4. **Gundagai Public Facilities:**

- The Muttama Hall project nears completion with the water tank, storm water and absorption trench being finished.

- Lindley Park fencing has been completed bringing this project to its final stages.

- Sherwood Forest paths have been started with completion estimated by the end of November, early December. Quotes have been received for irrigation with works to commence in the near future.

5. **Gundagai Waste:**

**Landfill/Transfer Station Operations**

- Pushing up of the tip has been completed.
- Social media posts reminding the community of opening and closing times has been circulated.

| Gundagai Landfill/ Transfer Station Income Oct 23 | |
|---|---|
| Transaction Report Date | Income Amount |
| 01/10/2023 - 31/10/2023 | $6,274.00 |

**6. Compliance:**

Compliance with the Companion Animals Act 1998

Local Government (General) Regulation 2021 – Reg 217(1)(f)

The following outlines activities relating to enforcing and ensuring compliance with the Companion Animals Act and Regulation for the month of October 2023. Council's Ranger contributes to the control and management of companion animals and stock in Gundagai and surrounding areas.

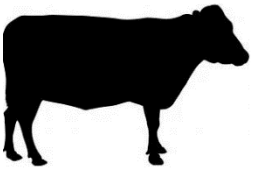
This month's focus included:

- Rehoming abandoned animals, including post floods
- Micro-chipping and lifetime registration
- Unleashed dogs
- Roaming and straying dogs and stock
- Animal noise complaints
- Nuisance dogs

Council appreciates the important role companion animals play in our community and the need to reduce any possible adverse impacts on the local environment, non-pet owners and the wider community.

**7. Gundagai Saleyards:**

Monitoring of overnight stock being held at the saleyards continues with information being processed for invoicing.



**8. Gundagai RV/Free Camping Areas:**

**RV Parks Income Oct 23**

| Transaction Report Date | Income Amount |
|---|---|
| 01/10/2023 - 31/10/2023 | $307.00 |

Financial

There are no financial implications as all work has been carried out as per the approved 23/24 budget allocations.

OLG 23a Guideline consideration

There are no implications to the guidelines.

# 8.8 REGIONAL SERVICES COOTAMUNDRA

## 8.8.1 REGIONAL SERVICES OCTOBER WORKS REPORT

| | |
|---|---|
| DOCUMENT NUMBER | 402883 |
| REPORTING OFFICER | Wayne Bennett, Manager Regional Services Cootamundra |
| AUTHORISING OFFICER | Matt Stubbs, Deputy General Manager - Operations |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **2. A region for the future**<br>2.2 A thriving region that attracts people to live, work and visit |
| 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 Cootamundra Regional Services Department Monthly Works Report, be received and noted.**

Introduction

This report has been prepared to inform Council of the activities undertaken by the Cootamundra Regional Services Department over the month of October 2023.

Discussion

**1. Cootamundra Parks & Gardens Section**

Works have consisted in most part of mowing and maintaining the sport fields, urban and village public open spaces and associated facilities.

**2. Cootamundra Urban Street Tree Unit**

Staff continue to work through the substantial back log of customer requests, with actions based on priorities.

**3. Cootamundra Public Facilities Unit**

Staff are carrying out the routine maintenance of Council's open space facilities e.g., public toilets, BBQ's, playgrounds etc. This Unit also carries out Council's regulated safety inspection of all Cootamundra playgrounds, Sportfields and carries out minor repairs to local street and park furniture, vandalism, litter bins etc.

**4. Landfill/Transfer Station Operations Unit**

Council/Management will continue to seek opportunities that will both improve the level of waste reduction, reuse and increase cost recovery.

### 4.1 Southwest Regional Waste Group (SWRWG)

The SWRWG is completed the first draft of the Memorandum of Understanding (MOU) with Bald Hill in preparation to go to Council by December 2023, for review and approval.

The SWRWG is currently calling for submissions/Tenders from interested groups as to replace all four (4) compactor trailers that are currently servicing the member Councils.

SWRWG has appointed an Environmental Officer to work for the SWRWG operations. This position will be incorporated into the Hilltops Councils staff compliment but will have the positions time and resources allocated evenly across all member Councils Operations. It is expected that the position will be placed in each member council offices three months of the year.

**W3911 - Noxious Weeds - Cootamundra - October 2023**

| Task | Description | OnCost LTD | Committed LTD | Actual LTD | Balance LTD | OnCost YTD | Committed YTD | Actual YTD | Balance YTD |
|---|---|---|---|---|---|---|---|---|---|
| 310 | Training and skill development | $595.24 | $0.00 | $2,762.52 | $3,357.76 | $595.24 | $0.00 | $2,762.52 | $3,357.76 |
| 315 | Meetings and conferences | $721.17 | $0.00 | $2,701.56 | $3,422.73 | $721.17 | $0.00 | $2,701.56 | $3,422.73 |
| 325 | Administration expenses | $3,845.12 | $0.00 | $10,847.41 | $14,692.53 | $3,845.12 | $0.00 | $10,847.41 | $14,692.53 |
| | | **$5,161.53** | **$0.00** | **$16,311.49** | **$21,473.02** | **$5,161.53** | **$0.00** | **$16,311.49** | **$21,473.02** |

| Roadside Spraying | | | | | | | |
|---|---|---|---|---|---|---|---|
| **OCTOBER 2023** | | | | | | | |
| **Date** | **Location** | **Application** | **Land Use** | **Weed** | **Chemical/s** | **Quantity** | **Amount of Spray Mix** |
| 3/10/2023 | Town Water Storage | Spot Spray | Industrial | Various Weeds | Glyphosate | 4l | 600l |
| | | | | | Wetter TX | 1.2l | |
| 3/10/2023 | Stockinbingal & Frampton | Spot Spray | Roadside | Briar, African Box & St Johns Wort | Woody | 3l | 600l |
| | | | | | Wetter | 600ml | |
| 5/10/2023 | Stockinbingal Lane | Spot Spray | Roadside | Riverina Pear/cactus | Woody | 3l | 600l |
| | | | | | Parrafin | 3l | |
| 9/10/2023 | Stockinbingal Lane | Spot Spray | Roadside | Riverina Pear/cactus & African Box | Woody | 3l | 600l |
| | | | | | Metsulfuron | 80g | |
| | | | | | Parrafin | 3l | |
| 9/10/2023 | Brawlin Road | Spot Spray | Roadside | Black Berry & St John's Wort | Woody | 2l | 400l |
| | | | | | Wetter | 400ml | |
| 10/10/2023 | Brawlin Road | Spot Spray | Roadside | Black Berry & St John's Wort | Woody | 3l | 600l |
| | | | | | Wetter | 600ml | 600l |
| | | | | | Metsulfuron | 80g | 600l |
| 11/10/2023 | Hillbank Lane | Spot Spray | Roadside | Sweet Briar | Woody | 1.5l | 300l |
| | | | | | Wetter | 300ml | |
| 11/10/2023 | Old Gundagai Road | Side Jet | Roadside | Various Weeds | Glufosinate | 16l | 600l |
| | | | | | Wetter | 600ml | |
| 12/10/2023 | Coota Cemetary | Spot Spray | | Various Weeds | Glyphosate | 6l | 2 x 600l |
| | | | | | Weed Shot | 3l | 2 x 600l |
| | | | | | Wetter TX | 1.2l | 2 x 600l |
| 12/10/2023 | Rosehill Road | Spot Spray | Roadside | St John's Wort | Woody | 3l | 600l |
| | | | | | Metsulfuron | 80g | |
| | | | | | Wetter | 600ml | |
| | | | | | Metsulfuron | 80g | |
| | | | | | Wetter | 600ml | |
| 17/10/2023 | Cootamundra & Wallendbeen Cemetery | Spot Spray | Reserve | Various Weeds | Glyphosate | 6l | 2 x 600l |
| | | | | | Wetter TX | 1.2l | |
| 18/10/2023 | Muttama Road | Spot Spray | Roadside | St John's Wort | Woody | 3l | 600l |
| | | | | | Metsulfuron | 80g | |
| | | | | | Wetter | 600ml | |
| 19/10/2023 | Berthong Road | Side Jet | Roadside | Various Weeds | Glyphosate | 15l | 600l |
| | | | | | Clopyralid | 1.5l | |
| | | | | | Wetter | 1.2l | |
| 20/10/2023 | Muttama Road | Spot Spray | Roadside | St John's Wort/various weeds | Woody | 3l | 600l |
| | | | | | Metsulfuron | 80g | |
| | | | | | Wetter | 600ml | |
| 20/10/2023 | Old Gundagai Road | Side Jet | Roadside | Various Weeds | Glufosinate | 16l | 600l |
| | | | | | Wetter | 1.2l | |
| 25/10/2023 | | Spot Spray | Roadside | St Johns Wort/Boxthorn | Woody | 3l | 1.5x600ml |
| | | | | | Wetter | 600ml | |
| | | | | | Metsulfuron | 80g | |
| 26/10/2023 | Olympic Highway | Spot Spray | Roadside | Cleavers | Woody | 3l | 600l |
| | | | | | Wetter | 600ml | |
| | | | | | Metsulfuron | | |
| 27/10/2023 | Olympic Highway | Spot Spray | Roadside | St John's Wort/Boxthorn | Woody | 3l | 600ml |
| | | | | | Wetter | 600ml | |
| | | | | | Metsulfuron | 80g | |
| 31/10/2023 | Stockinbingal Road | Spot Spray | Roadside | St John's Wort | Woody | 3l | 600l |
| | | | | | Metsulfuron | 60g | |
| | | | | | Wetter | 600ml | |

**Regulatory/Companion Animals Management**

2 dog incidents have been reported.
2 dog destroyed.

3 Penalty infringement notices issues.

Council Rangers attended 6 barking dog issues.

Council Rangers reported 4 illegal dumping incidents.

Education programs running for Cleaning up after your dog and keeping dogs on leash.

Poo bag stations regularly being filled up.

Rabbit baiting undertaken at the Stockinbingal Cemetery.

**TRUCKWASH**
105 Trucks used the truck wash for October– Totalling $4,538.88.

**SHEEP SALES**
11/10 – 2077 yarded - high price $140.00 Avg $77.89
25/10 - 2580 yarded - high price $126 Avg $78.62

**CEMETERY**
Cootamundra Lawn Cemetery - 7 burials / interment of ashes.

Financial

Currently there are no negative financial consequence to Councils adopted operational or capital budgets and approved programs.

OLG 23a Guideline consideration

All works and budgets detailed within this report align with the OLG 23a guidelines and Councils 2022/2023 Financial and Operational Plans.

# 9 MOTION OF WHICH NOTICE HAS BEEN GIVEN

## 9.1 NOTICE OF MOTION - VILLAGE FLOOD STUDY (WALLENDBEEN, STOCKINBINGAL & MUTTAMA)

| | |
|---|---|
| DOCUMENT NUMBER | 403116 |
| REPORTING OFFICER | Logan Collins, Councillor |
| AUTHORISING OFFICER | Charlie Sheahan, Mayor |

The following Notice of Motion signed by Councillor Cr Logan Collins was submitted on 17 November, 2023.

I hereby give notice of my intention to move the following motion at the Ordinary Council meeting of Tuesday, 28 November, 2023:

**MOTION**

**That the CGRC pursues funding for a flood study focusing on the villages of Wallendbeen, Stockinbingal & Muttama and once funding is achieved, immediately engages the relevant bodies to conduct the flood study.**

**Note from Councillor**

During the afternoon of October 31st, 2022, the villages of Stockinbingal & Wallendbeen both were inundated with flash flooding from prolonged weather events that overwhelmed the catchment areas and basins. Muttama shortly after experienced the same event and took all the water from Cootamundra's flash flooding on top of it. Microbursts of thunderstorms with extremely heavy downbursts caused significant flash flooding that at the time were considered "once in a hundred-year events", however shortly after the event was over and the cleanup began, the consideration of the event shifted to "once in twenty years."

It is noted that the appropriate terminology is "*x*% AEP (Annual Exceedance Probability)."

The last time Stockinbingal had a flood study conducted was in the late 1990's, published on April 15th, 1999.

Wallendbeen has never had a flood study conducted.

Muttama is overlooked as its creek runs through Cootamundra and is focused on there rather than of the creek's namesake.

Council has recently undergone separate flood studies for Cootamundra and Gundagai respectively and are currently undergoing a flood study for the villages of Nangus, Coolac, Tumblong & Darbalara.

With weather becoming more unpredictable and consequential it is imperative that a modern study of both villages is conducted at the earliest opportunity.

**Note from Interim General Manager**

Subject to Council resolving the Notice of Motion in the affirmative, staff will be able to pursue funding opportunities from the relevant agencies.

## 9.2 NOTICE OF MOTION - ROAD CLOSURE COSTS ASSOCIATED WITH CHRISTMAS CELEBRATIONS

| | |
|---|---|
| DOCUMENT NUMBER | 403198 |
| REPORTING OFFICER | Penny Nicholson, Councillor |
| AUTHORISING OFFICER | Charlie Sheahan, Mayor |

The following Notice of Motion signed by Councillor Cr Penny Nicholson was submitted on 20 November, 2023.

I hereby give notice of my intention to move the following motion at the Council meeting of Tuesday, 28 November, 2023:

**MOTION**

**Council considers covering the expense of road closures for the Christmas celebration evenings in Gundagai and Cootamundra being organised by Gundagai Business Network (GBN) and Coota District Co-Op. Quotes were received from CGRC for road closures in the amounts of GBN - $2,740 + GST and Coota District Co-Op - $3,100 + GST.**

**Note from Councillor**

Both GBN and Coota Co-Op received quotations from CGRC as per above amounts for road closures for the Christmas events. Both organisations are volunteer groups that have relied upon community and Council support to facilitate the inclusive events to celebrate Christmas in both communities. The $10,000 for, each community, from CGRC was redirected from previously budgeted monies for Business Cootamundra, which is now in hiatus. Funds that benefit the LGA.
The expense for the road closures for GBN and Coota Co-Op is an onerous amount, and a substantial expense to be taken from the $10,000 budget, an expense that financially impacts the organisation and extent of the celebrations.

**Funding Source**

I propose that the funding source for the road closures (total for Gundagai and Cootamundra of $5840 + GST) could be from **one or combo** of the following :-

- Tourism & ED budget
- Roads Budget
- Access remaining funds from Business Coota budget (which balance is now reduced by $20k)

# 10 QUESTIONS WITH NOTICE

Nil

# 11 CONFIDENTIAL ITEMS

## 11.1 CLOSED COUNCIL REPORT

| | |
|---|---|
| DOCUMENT NUMBER | 403088 |
| REPORTING OFFICER | Teresa Breslin, Executive Assistant to Mayor and General Manager |
| AUTHORISING OFFICER | Steve McGrath, Interim General Manager |
| RELEVANCE TO COMMUNITY STRATEGIC PLAN | **4. Collaborative and progressive leadership**<br>4.1 A clear strategic direction that is delivered upon |
| 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**

1. **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.**
2. **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 LEASING OF LAND AT THE COOTAMUNDRA AERODROME - EXPRESSION OF INTEREST

Provisions for Confidentiality

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

Public Interest

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

## 11.3 INLAND RAIL PROJECT - COUNCIL ROAD LICENCE AND ACQUISITIONS

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.